

**COMMITTEE MINUTES**

The Council of the Municipality of North Middlesex met in the Council Chambers at 7:30 p.m. on December 10, 2001 for their regular committee meeting.

Those present were: DEPUTY MAYOR IAN BREBNER  
COUNCILLOR WARD 1 – MARYSIA COUTTS  
COUNCILLOR WARD 2 – KEN JOHNSTON  
COUNCILLOR WARD 3 – MICHAEL CONLIN  
COUNCILLOR WARD 4 – LAWRENCE McLACHLAN  
COUNCILLOR WARD 5 – LUCY HENDRIKX  
ADMINISTRATOR CLERK – SHIRLEY SCOTT  
PUBLIC WORKS SUPERINT. – JOE ADAMS

Mayor Chuck Hall entered the meeting at 8:20 p.m., and apologized for prior commitments.

Deputy Mayor Ian Brebner assumed the chair, in the absence of the Mayor.

No pecuniary interest was declared.

**REVIEW OF BACKHOE TENDER**

The tender format for an all-purpose rubber tired AWD Tractor Backhoe Loader, was reviewed. Various matters were brought to the attention of those in attendance, such as financing over three years; taxes to be included; three year warranty plan; and acceptance clause. Council was asked to advise if they require any changes to the tender.

**LANDFILL OPERATION HOURS FOR 2002**

Council reviewed the hours of operation plan, for the landfill site for North Middlesex – located in Parkhill. Mr. Adams advised that the shifting of hours and reducing drop off to one Saturday per month, created a savings of over \$2,000. Plans are to still accommodate one free landfill day per year, which is not included in the schedule at this time. It was suggested that a notice of what can be dropped at the site be posted on the bottom of the schedule. After a thorough discussion the revised hours were agreed upon and it was recommended that a schedule using only one Saturday per month be drawn, on a six month trial basis.

COUTTS-HENDRIKX: BE IT RESOLVED THAT the Committee Meeting adjourn to a Regular Meeting in order to hold a Court of Revisions on the Pederson Follens Drain 2001 at 8: p.m. on December 10, 2001.

CARRIED

**PEDERSON FOLLENS DRAIN 2001**

Court of Revisions for the Pederson Follens Drain 2001 was held. See the minutes of the meeting attached.

### **TREE CHIPPING PROGRAM**

Public Works Superintendent Joe Adams advised of plans for the 2002 Tree Chipping Program. In the past, Parkhill and Ailsa Craig picked up the trees starting the week of January 1st on an ongoing basis until January 8 and it is recommended that this be continued. Trees will be stored in three urban areas – Parkhill compost area, Ailsa Craig area flats, and Nairn at the intersection of Cassidy and Queen St. Council suggested that an ad be placed in the Gazette, and notice be put on all possible bulletin boards.

### **WINTER ROAD PATROL**

A list of those attending to winter road patrol was circulated. This program will begin on December 15, 2001 and continue on through until March 23, 2002.

### **TREE TRIM SERVICE**

Stewarts Tree Trim Service will be in the area for a couple of days. The policy for replacement of trees cut varies throughout the North Middlesex area and therefore a future policy is to be considered.

### **BRIDGE REPLACEMENT ON FERNHILL ROAD**

Information regarding the bridge repair on Fernhill Road was discussed. Public Works Superintendent advised that an estimated cost was received from Spriet Associates. This particular bridge is a County Boundary Bridge and in order to proceed with the project consideration of costs has to be agreed upon with the Municipality of Middlesex Centre and the County of Middlesex. Mayor Hall agreed to take the information to the County in order for the consideration to be made for submission into the 2002 budget for all parties. Councillor McLachlan advised that in a discussion with the Mayor of Middlesex Centre, it was suggested that the figures be circulated.

### **2002 REQUEST FOR FUNDS: COMMUNITY POLICING**

The committee reviewed the request from the Community Policing offices, regarding 2001 expenses and 2002 requests for spending. The following recommendation was made.

CONLIN-McLACHLAN: BE IT RESOLVED A RECOMMENDATION be made that budget concerns of the community police committees' of Ailsa Craig and Parkhill be addressed in 2002 when they will be invited to address Council.

CARRIED

### **PARKHILL 2000 AUDIT**

Ramona Nordemann, Auditor for Town of Parkhill, then entered the meeting to review the statements for both the Town and the Recreation for 2000. Several questions were asked and the differences in comparison to 1999 was explained as being due to amalgamation and sale of the PUC. Adjustments to justify figures used for Balance Sheet – assets and liabilities were offered and accepted. Scott Nickles was present to ask questions regarding the Arena and Community Centre.

**NORTH MIDDLESEX MINOR BALL ASSOCIATION**

Recently, a new organization was formed to deal with minor ball in North Middlesex. A request for \$500 towards initial start up was made. Council questioned whether or not this would be paid back at some point in time.

**STRATEGIC PLAN**

The committee was asked for input regarding the circulation of draft strategic plan. It was recommended that the first draft be circulated to Department Heads and Council. Beginning to mid January, Fred Galloway is to be invited to a meeting to review the draft and obtain further input for second draft. The second draft is to be presented to the public, at a public meeting, to be held early February. From this the final document can be created and presented to Council in February for conclusion of the project.

**FIRE CALLS**

Information regarding the number of calls made in old McGillivray by the Lucan Biddulph area during 2001 and the number of calls made in old West Williams by the Arkona Fire Board were circulated. This information is to be used when negotiating status with the Arkona Fire Board in the future. It was suggested by Deputy Mayor Brebner that negotiations moved on between North Middlesex and Lambton Shores.

**STAFF MATTERS**

An analysis of outstanding time for administrative staff was reviewed. There was a discussion regarding control of overtime in the next year. Administrator Scott advised that there will always be some but it is evident in reviewing quarterly during 2001 that it is reducing each quarter. After thorough consideration, the following motion was made.

JOHNSTON-McLACHLAN: BE IT RESOLVED THAT that outstanding overtime for office staff be allowed to carry forward in 2002 until March 31, 2002.

CARRIED

In reviewing past practice of the five former municipalities, the committee recommended that the Administrative staff be allowed to close at noon on Christmas Eve and at noon on New Years Eve.

Also considered, was the manning of the Satellite Office when the Satellite Office Clerk was off and it was recommended that when Main Office Staff attend the Satellite Office, that it only be open regular office hours (8:30 a.m. – 4:30 p.m.), in an effort to reduce overtime.

**AILSA CRAIG AND NAIRN WASTEWATER SERVICING PROJECT**

It was recommended that the notice of study commencement be circulated by way of special mailing to each household.

McLACHLAN-CONLIN: BE IT RESOLVED THAT the Committee Meeting adjourn at 11:05 p.m.

CARRIED

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CHAIRMAN

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ADMINISTRATOR