



MUNICIPALITY OF NORTH MIDDLESEX REGULAR MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday December 21, 2016 in the Council Chambers, Shared Services Centre, 229 Parkhill Main Street, Parkhill with a quorum present.

1. CALL TO ORDER

Mayor Shipway called the Regular Meeting to Order at 7:00 p.m.

2. ROLL CALL

Present:

Mayor Don Shipway

Deputy Mayor Brian Ropp

Councillor Ward One Doreen McLinchey

Councillor Ward Two Joan Nichol

Councillor Ward Three Gord Moir

Councillor Ward Four Andrew Hemming

Councillor Ward Five Adrian Cornelissen

CAO, Marsha Paley

Clerk, Jackie Tiedeman

3. DISCLOSURE OF PECUNIARY INTEREST

None

4. MINUTES OF PREVIOUS MEETINGS

- a. December 7, 2016 Regular Meeting Minutes

MOTION #423/16

CORNELISSEN/NICHOL: That the minutes dated December 7, 2016 be accepted as presented.

CARRIED

5. PUBLIC MEETINGS

None

6. DELEGATION

7:00 p.m. OCWA Presentation of Third Quarter Reports

Summary 3rd Quarter Cost Plus Reports

Ailsa Craig Wastewater Treatment Plant Operations Report

Parkhill Wastewater Lagoon & Collection System Operations Report

North Middlesex Distribution System Operations Report

Jackie Muller and Rod Dupuis from OCWA presented the above reports to Council.

Questions were asked by Council relating to impact of rainwater to the wastewater systems in Parkhill and Ailsa Craig and the process taken when water leaks are detected.

Mr. Dupuis responded that the wet season does affect the readings in the plant and lagoon. He then described a specialized acoustic listening device that his staff are trained to use for detecting water leaks. He advised that this equipment will be valuable moving forward for staff.

Council thanked the delegation for their presentation.

7. DEPARTMENTAL REPORTS

a. Report from Infrastructure and Operations – 2013 Vehicle Engine Replacement

Several questions were asked by Council for clarification and to ensure that appropriate measures are put in place by staff in order to be in compliance with warranty obligations.

MOTION #424/16

HEMMING/MCLINCHEY: That Council receives this Vehicle Number 3215 – 2013 Ford F250 Engine Replacement Report;

And further that the newly established maintenance log program be upheld keeping with the intent of our future obligations towards compliance for any and all warranty programs.

CARRIED

b. Report from Infrastructure and Operations – Gravel and Dust Control Tenders

Questions were asked by Council regarding how quantities are determined and were responded to by advising that past history was reviewed and consultation with managers.

MOTION #425/16

CORNELISSEN/HEMMING: That Council direct staff to prepare and send out Gravel, Paving, Calcium and Salt Brine Tenders for 2017 for 75,000 +/- tonnes for gravel, 420 flake tonnes +/- of calcium chloride and 3800 cm +/- of salt brine.

CARRIED

c. Report from Drainage Department – Drain Maintenance Tender Results

MOTION #426/16

CORNELISSEN/HEMMING: That Council receives the Municipal Drain Request for Proposal Results as presented;

And further that Council approves the recommendation to award the municipal drain maintenance projects in accordance with submitted costs and as follows:

1. The Bullock Drains – R.S. Graham Contracting Ltd
2. McLean Drain 1976, Drain D – J & L Henderson Limited
3. Hutchinson-Eagleson Drain – J&L Henderson Limited
4. Ryan Municipal Drain 1984 – Bruce Poland & Sons Trucking Inc.

CARRIED

d. Report from Drainage Department – Petition for Municipal Drain

MOTION #427/16

ROPP/NICHOL: That Council receives the Petition for a New Municipal Drain report as presented;

And further that Council approves the recommendation to accept the petition for a new drain under Section 4 and Section 8 of the *Drainage Act*.

CARRIED

e. Report from Administration – Sesquicentennial Awards

MOTION #428/16

MCLINCHEY/ROPP: That Council receives the Sesquicentennial Awards and Ad Hoc Advisory Committee report as submitted;

And further that the By-law to authorize the creation of the Sesquicentennial Awards Program and Ad-hoc Advisory Committee be considered for passage;

And further that Council directs staff to allocate up to \$3,500.00 (excluding taxes) in the 2016/2017 budget for Sesquicentennial Awards.

CARRIED

f. Report from Administration – Bill 181 – Changes to the *Municipal Elections Act*

MOTION #429/16

MCLINCHEY/ROPP: That Council receives the report entitled Bill 181-Changes to *Municipal Elections Act*;

And the rank ballots not be used in the 2018 Municipal Election.

CARRIED

g. Report from Administration – Internet/Telephone Voting for 2018 Election

MOTION #430/16

CORNELISSEN/MOIR: That Council receive the Internet/Telephone Voting for 2018 Election Report;

And that Council approve the use of the Internet/Telephone alternative voting method for the 2018 Municipal Election being held on Monday October 22, 2018;

And that Council waive the provisions of the purchasing by-law and authorize the Mayor and Clerk to enter into an agreement, by By-law, with Intelivote Systems Inc. for the provision of internet/telephone services for the 2018 Election providing the other participating municipalities are in agreement in order to receive the group rate per elector.

CARRIED

8. PASSING OF ACCOUNTS

a. Report on the compilation of accounts to December 14, 2016

MOTION #431/16

HEMMING/NICHOL: That the following bills and accounts be approved for payment:

| | |
|------------------------|--------------|
| General Cheques | \$156,629.57 |
| General Direct Deposit | \$ 14,856.44 |
| General On-Line/PAP | \$ 85,509.29 |

CARRIED

9. COMMITTEE REPORTS

Councillor McLinchey, on behalf of the Local Schools Advisory Committee, presented Council with the Draft 2016 Symposium Report for review. A delegation will attend on the January 11, 2017 Council Meeting to formally present the report.

As well, Councillor McLinchey provided the Clerk with an agenda and minutes from October 7th Committee Meeting.

Councillor McLinchey updated Council on the Strategic Plan Writing Committee and that there has been 4 meetings so far and the document is progressing very well. A staff report will be presented at the January 11, 2016 Council Meeting outlining the action plan for releasing the document in the New Year.

10. CORRESPONDENCE

a.FCM – Appointment of Community Leader for Canada 150
(action: Receive and File)

b. Ontario Power Generation – continued operations of the Pickering Station update
(action: receive and file)

c.ABCA – Proposed 2017 Budget and Municipal Levies
(action: receive and refer to 2017 Municipal Budget – staff to invite ABCA to Council Meeting to present their budget)

d. ABCA – Conservationist of the Year nomination
(action: receive and file)

e. Richmond Hill – request to support resolution for Postal Banking
(action: receive and file)

f. AMO- request to support Federal Infrastructure Phase 2 Incrementality Resolution
(action: receive and file)

g. Township of McKellar – Request to support motion that municipal fire service be recognized as critical infrastructure for funding purposes.

MOTION #432/16

CORNELISSEN/ROPP: That the Council of the Municipality of North Middlesex supports the motion from the Township of McKellar as follows:

“Whereas the Fire Protection and Prevention Act, 1997, legislates that fire prevention, public education and fire protection services are a mandatory municipal responsibility;

And whereas there are a total of 449 Fire Departments operating in the province comprised of 32 Full Time Departments, 191 Composite Departments and 226 Volunteer Departments with 11,376 Full Time Firefighters, 19,347 Volunteer Firefighters and 343 Part-Time Firefighters staffing these departments;

And Whereas the fire service represents a significant percentage of small, rural and northern municipalities managed capital assets;

And whereas the Municipal Fire Department and associated assets represent critical municipal infrastructure;

And Whereas there are currently no funding opportunities available from the Provincial or the Federal Government for the equipment, training, maintenance, operating or capital requirements of local fire departments;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of McKellar hereby petition the Provincial Government to recognize the municipal fire service as critical infrastructure by including for Fire Department infrastructure as part of the Provincial Governments Infrastructure Strategy to Move Ontario Forward;

AND FURTHER that a copy of this resolution be sent to the Premier of Ontario, the Minister of Economic Development, Employment and Infrastructure, Norm Miller, MPP for Parry Sound-Muskoka, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Rural Ontario Municipal Association (ROMA) and all Ontario Municipalities.”

CARRIED

MOTION#433/16

MCLINCHEY/HEMMING: That the correspondence package be accepted with actions as noted.

CARRIED

11. OTHER OR URGENT BUSINESS

a.Update to Fees and Charges By-law

MOTION #434/16

MOIR/HEMMING: That the Memo dated December 21, 2016 be received and filed.

CARRIED

b.Motion on Development Charges – Deputy Mayor Ropp

Deputy Mayor Ropp explained that his Notice of Motion provided at the December 7, 2016 was originally intended to be a moratorium on the Development Charges Fee. He advised that after discussion with staff and looking into further options available to council he then brought the following motion forward for consideration:

MOTION #435/16

ROPP/MOIR: Whereas the Council of the Municipality of North Middlesex feels the time is appropriate to begin exploring available options to encourage development in the Municipality;

And further that one of the initiatives that is being considered at this time is the review of the Development Charges By-law that is currently in effect, to ensure the Municipality has a competitive Development Charges Fee;

Now Therefore Be It Resolved that Council direct staff to contact Watson and Associates, the firm that prepared the 2013 Development Charges Background Study for the Municipality, to undertake a simplified background report that includes the process, timeframe, implications and other aspects in order for Council to consider a reduction of the fee or repeal of the current By-law;

And further that an upset limit of \$2,500.00 be allocated in the 2016 Budget to cover expenses associated with this review and that this study be initiated immediately.

CARRIED

c.2017 Budget

Mayor Shipway opened discussion with Council to try and obtain some direction for staff when preparing the draft 2017 Budget. It was clarified that this direction is meant to be a guideline only and not setting a rate. After some discussion the following motion was brought forward:

MOTION #436/16

NICHOL/MCLINCHEY: That staff be directed to aim for a 1.25% increase on the tax rate for the first draft budget.

CARRIED

Council also requested that information be provided regarding the change in assessment which needs to be taken into consideration during budget.

Councillor Moir then requested that a recording secretary be appointed to the Local School Advisory Committee.

CAO, Marsha Paley, advised that she will approach staff again with this request. He advised that the next meeting is scheduled for January 12, 2017. It was suggested that the Committee develop a Terms of Reference and By-law that would provide guidance to them and the Council representatives were provided with an template from the Ad Hoc Advisory Committee for the sesquicentennial group.

12. COMMUNICATIONS (including County Council Meeting Report)

Deputy Mayor Ropp reported that County Council has made a decision to remain a member of SCOR for two years.

Councillor Cornelissen inquired into the status of road work to be done at Hwy 81 and Hwy 22 as well as the status of the Road Study for Nairn and Centre Roads.

Deputy Mayor Ropp responded that he would provide an update as soon as he has the information.

Councillor Cornelissen then questioned the amount of brush located at the Transfer Station and asked if it could be chipped. Jonathon Graham responded that according to the Certificate of Approval, it does not allow for any processing of material at this location.

MOTION #437/16

MOIR/CORNELISSEN: That staff be directed to prepare a report outlining the costs associated with disposing of this type of material out of the Transfer Station.

CARRIED

13. CLOSED MEETING (UNDER SECTION 239 OF THE *MUNICIPAL ACT*)

MOTION #438/16

NICHOL/HEMMING: That the Regular Meeting adjourn at Closed Meeting at 8:20 p.m. To receive information on the following matters:

- a. Personal Matters about identifiable individuals including local or board employees – Status of Hiring Freeze
 - Salary Market Comparison Analysis (Clerk/Rec Manager)

CARRIED

14. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

MOTION #439/16

ROPP/HEMMING: That Council rise from the Closed Meeting at 9:21 p.m. with a recommendation.

CARRIED

MOTION #440/16

ROPP/MOIR: That the Director of Infrastructure and Operations prepare a report on the necessity for the replacement of the one full time Operator's position in the Facilities, Parks and Recreation Section.

CARRIED

15. READING OF BY-LAWS

- a. By-law #67 of 2016 – Fees and Charges By-law
- b. By-law #68 of 2016 – Authorize the execution of an agreement with R. Dobbin Engineering Inc.
- c. By-law #69 of 2016 – Sesquicentennial Ad Hoc Advisory Committee
- d. By-law #70 of 2016 – Confirming By-law

MOTION #441/16

MCLINCHEY/NICHOL: That By-laws #67, 68, 69 and 70 of 2016 be read a first and second time.

CARRIED

MOTION #442/16

HEMMING/MOIR: That By-laws #67, 68, 69 and 70 of 2016 be read a third and final time.

CARRIED

16. ADJOURNMENT

MOTION #443/16

ROPP/MCLINCHEY: That the meeting adjourn at 9:24 p.m.

CARRIED

MAYOR

CLERK