



MUNICIPALITY OF NORTH MIDDLESEX REGULAR MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday December 7, 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. November 16, 2016 Regular Meeting Minutes
- b. November 10, 2016 Special Meeting Minutes

MOTION#403/16

CORNELISSEN/MCLINCHEY: That the November 10 and 16, 2016 minutes be

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accepted as presented.

CARRIED

5. PUBLIC MEETINGS – Committee of Adjustment

MOTION #404/16

ROPP/NICHOL: That the Regular Meeting adjourn to Committee of Adjustment meeting at 7:05 p.m.

CARRIED

The regular meeting reconvened at 7:25 p.m.

6. DELEGATION

- a. Ja'Nell Brenner – Citizen Comments

Ms. Brenner presented her letter in person and Council thanked her for this insight.

- b. Bill Pigram, Manager of Community Employment Choices

Mr. Pigram attended Council to provide an overview of his services in Middlesex County that assist individuals who have suffered job loss or who are in employment transition. Also, they provide a variety of services to businesses that are growing their work forces. Their main office is located in Strathroy but they serve itinerant service in Parkhill, Lucan, Dorchester and Glencoe.

Several questions were asked by council members and responded to by Mr. Pigram. Council thanked him for his presentation.

7. DEPARTMENTAL REPORTS

- a. Report from Infrastructure and Operations – Status of the 806589 Ontario Ltd. Subdivision.

An overview of the report was provided by Planner Barb Rosser and Director of Infrastructure and Operations Jonathon Graham. An update was also provided regarding the development of the lot at 298 Hastings Street. Staff advised that as long as servicing is available there would be no planning issues to prevent a building permit. Mrs. Merritt, who was in attendance, was advised to seek legal input in order to verify status of lot conveyance.

MOTION #405/16

MOIR/ROPP: That Council receive and file the Status of the 806589 Ontario Ltd. (Merritt) subdivision as presented;

And further that a “letter of understanding” be prepared by staff outlining the next steps recommended by the Municipality of North Middlesex staff to be taken;

And further that should the applicant wish to proceed with the subdivision, staff will continue to assist the applicant for the appropriate development of these proposed lands.

CARRIED

b.Report from Infrastructure and Operations – Request for reduced Commercial Sewage Billing Rates

After careful consideration of the report and circumstance the following motion was then passed

MOTION #406/16

CORNELISSEN/HEMMING: That Council receive this Request for Reduced Commercial Sewage Billing Rates report;

And further that the sewage billing rate/charge is maintained to keep with the intent of By-law #83 of 2015;

And further that staff be directed to respond by letter to Foodland’s request.

CARRIED

c.Report from Administration – Preliminary 2017 Capital Budget

Several questions were asked by Council as to how the suggested projects were prioritized. Staff responded that the information was compiled through consultations with departmental managers, the Director of Infrastructure, the Middlesex IT department and review of the 2016-2019 Capital Plans. The preliminary 2017 Capital Budget with forecasts for the years 2018-2019 is subject to change upon the review of the upcoming comprehensive Asset Management Plan, the bridge and culvert inspections reports and the 2016-2021 and Beyond Strategic Plan. An updated Capital Budget and five year forecast will be presented in early 2017.

MOTION# 407/16

MCLINCHEY/NICHOL: That Council receives for information the Preliminary 2017

Capital Budget including 2018 & 2019 forecasts report as presented, subject to change when more information is available from the comprehensive Asset Management Plan and bridge and culvert inspections reports.

CARRIED

d. Report from Administration – Rebate of Quarterly Water Consumption over 2,000m3

MOTION #408/16

MOIR/HEMMING: That Council receives the Rebate for Quarterly Water Consumption over 2,000 m3 as presented;

And further that Council directs staff to provide the rebate for customers with quarterly water consumption over 2,000 cubic metres in 2017.

CARRIED

e. Report from Administration – Public Tender Results for Property south of Broad Street in Parkhill.

MOTION #409/16

ROPP/CORNELISSEN: That Council accepts the Public Tender Results for Property South of Broad Street in Parkhill as presented;

And further that Council direct staff to accept the tender as offered with the requested extension delaying full payment until January 31, 2017.

CARRIED

f. Report from Administration – Animal Control and Poundkeeping Services of Dogs

MOTION #410/16

CORNELISSEN/MCLINCHEY: That Council accept the report entitled Animal Control Services and Poundkeeping of Dogs;

And further that staff be directed to enter into a three year renewal of services agreement with Animal Care Centre in Lobo;

And further that all three readings of the by-law be given consideration during the December 7th meeting.

CARRIED

g. Report from Administration – Automated Waste Collection Agreement

MOTION #411/16

HEMMING/NICHOL: That Council receive the Automated Bin Collection Agreement report as presented;

And further that a By-law to authorize the execution of the agreement be considered during Reading of the By-laws on the agenda.

CARRIED

h. Report from Administration – Fees and Charges By-law

Clerk, Jackie Tiedeman, provided an overview of the proposed changes as a result of the review.

As a result of the review the following motion was brought forward:

MOTION #412/16

NICHOL/MCLINCHEY: That reference to the “or current MTO published rates” be removed from Section 9.3 Open Air Burn Violations: 1st Offence and 2nd and subsequent Offences;

And that the fee for an Open Air Burn Violation be a flat fee and not based on the number of vehicles on site.

CARRIED

Councillor Nichol requested clarification as to the number of emergency vehicles that attend this type of call.

Also, it was noted in the report that staff will send a letter to the property owner advising of the violation. A copy of the letter will be tracked by owner should a further violation occur and invoiced accordingly.

Council also requested clarification on Section 3 Building Department, Section 3.34 “No permit prior to commencing construction or demolition or changing use shall pay an additional fee equal to 100% of the amount calculated as regular permit fee up to a maximum of \$2,000.00” as to whether this was a mandatory fee under the *Building Code Act*.

Staff will provide an update on December 21, 2016 prior to consideration of the By-law.

MOTION #413/16

ROPP/NICHOLS: That Council receives the report regarding the Fees and Charges By-law Review;

And that staff be directed to finalize the By-law with amendments as noted for consideration on December 21, with an implementation date of January 1, 2017 unless otherwise noted in the By-law.

CARRIED

i. Report from Administration – Draft Property Standards By-law

Councillor Cornelissen requested that a definition of “passageways” be included in the next draft by-law.

MOTION #414/16

MCLINCHEY/HEMMING: That Council receives the Revised Draft Property Standards By-law Report from the Administration Department;

And further that Council direct staff to release the report and revised by-law for a 45 day public review and comment period;

And further that during the public review period a Public Meeting be held on January 11, 2017 during the regular meeting of Council, for a presentation of the revised Property Standards By-law;

And further that following the 45 day public review and comment period, a report containing any comments received, along with a further revised by-law, if necessary, will be brought forward for Council's consideration.

CARRIED

8. PASSING OF ACCOUNTS

a. Report on the compilation of accounts to December 1, 2016

Council requested further clarification on Cheque # 6333 – McDonnell Motors Ltd on repairs to the 2013 Ford F250 and Cheque #6334 – McLeans Home Hardware for tables/benches.

Treasurer Deb Jonah also noted that the invoice for the lunch provided at the Rural Symposium will be paid out with these vouchers as an amount was previously approved by Council.

MOTION #415/16

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

General Cheques	\$ 275,786.21
General Direct Deposit	\$1,403,996.86
Online/PAP	\$ 62,384.26
Cemetery	\$ 990.43

CARRIED

9. COMMITTEE REPORTS

a. Economic Development Advisory Committee – November 14th, 2016 minutes and recommendation.

There was a discussion on public member appointments to this Committee and that some changes are being suggested to the Terms of Reference as the current one does not address a selection process or absenteeism from meetings. The Clerk was asked to forward the Procedural By-Law and Code of Conduct to the Committee for reference as well.

MOTION #416/16

CORNELISSEN/ROPP: That the Economic Development Advisory Committee recommend to Council that they consider budgeting for the purchase and installation of permanent, year round, sound systems for both of the downtowns, Ailsa Craig and Parkhill to be used for various events throughout the year (ie: parades, during the Christmas season etc.)

CARRIED

10. CORRESPONDENCE

a. Ombudsman Report 2015-2016 Fiscal Year

(action: receive and file – can be viewed on www.ombudsman.om.ca)

b. Letter from Citizen regarding Open Air Burn regulations

(action: receive and file)

MOTION #417/16

CORNELISSEN/HEMMING: That the correspondence be received with actions as noted.

CARRIED

11. OTHER OR URGENT BUSINESS

a.2016 Invoices for Open Air Burn Violations

MOTION #418/16

MOIR/ROPP: That the Open Air Burn Violation invoices for 2016 be adjusted to the amended rate in the Fees and Charges By-law when approved by Council.

CARRIED

b.Ailsa Craig Foodbank request to defer decision on Millennium Funds earmarked for their new building.

Councillor Nichol requested Council to defer any decision on the \$30,000 that was earmarked as a donation towards a new Food Bank Building. As this time, the Board is in the process of drawing up plans that would open up the food bank space and improve use of the current building and this will include quotes on the required upgrades to the building as well as a business plan.

MOTION #419/16

NICHOL/HEMMING: That the request from the Ailsa Craig Foodbank, to defer a Council decision on any disposition of the funds which were set aside (\$30,000.00) from the Millennium Funds for the new Food Bank Building, be accepted.

CARRIED

Deputy Mayor Ropp advised that he would like to give notice of a motion to be considered on the next council agenda regarding a moratorium on development charges.

Deputy Mayor Ropp also wished to pass along congratulations to Mayor Shipway on being elected as Warden of Middlesex County for 2017.

12. COMMUNICATIONS (including County Council Meeting Report)

Deputy Mayor Ropp updated Council on the following matters from County Council:

Planning Services will be part of the County Levy;
Study on cyclists on County Roads;
SWIFT – update status - separate governing Board

Councillor Cornelissen questioned that status of the motion that was sent to the County regarding roundabouts at two intersections in North Middlesex.

Deputy Mayor Ropp clarified that the roundabouts in the neighbouring municipalities are located on MTO Roads. There has been discussion only at this point regarding the need for a study, short term improvements including rumble strips, larger stop signs with a light on top and the removal of the overhead hanging light. OPP reports are being reviewed as to accidents/fatalities at these intersections. A full report will be prepared and considered by County Council.

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

None

14. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

15. READING OF BY-LAWS

- a. By-law #61 of 2016 – Withdrawn
- b. By-law #62 of 2016 – authorize the execution of an agreement with Bluewater Recycling Association
- c. By-law #63 of 2016 – to authorize the execution and appointment of animal care services and poundkeeping with Animal Care Centre – Lobo
- d. By-law #64 of 2016 – Zoning By-law Amendment (28057 New Ontario Road) as amended Dec.5/16
- e. By-law #65 of 2016 - to authorize the execution of an agreement with the County of Middlesex for Planning Services
- f. By-law #66 of 2016 – Confirming By-law

MOTION #420/16

MCLINCHEY/HEMMING: That By-laws #62-66 of 2016 be given first and second reading.

CARRIED

MOTION #421/16

CORNELISSEN/NICHOL: That By-laws #62-66 of 2016 be read a third and final time.

CARRIED

16. ADJOURNMENT

MOTION#422/16

MCLINCHEY/ROPP: That the meeting adjourn at 9:20 p.m.

CARRIED

MAYOR

CLERK