



## **MUNICIPALITY OF NORTH MIDDLESEX REGULAR MEETING MINUTES**

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday February 1, 2017 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. January 18, 2017 Special Meeting Minutes

MOTION #050/2017

MCLINCHEY/HEMMING: That the January 18, 2017 Special Meeting minutes be accepted as presented.

**CARRIED**

## **5. PUBLIC MEETINGS-none**

### **6. DELEGATION**

#### **a. Brian Horner and Kate Monk, ABCA**

Mr. Horner and Ms. Monk attended the meeting at the request of Council to present the overview of the 2017 Draft Budget and municipal levy. The budget being considered is with an increase of 2.02% (\$143,673) over 2016 for North Middlesex.

Several questions were asked by Council. This included clarification on increase in wages for the CA staff, proposed projects at the Parkhill Dam, trails that are currently blocked by trees, ATV use on this land and whether RV's were allowed to be parked at the Scenic Lookout overnight.

ABCA staff responded that some wages are contingent on grants and therefore the % in some areas may seem higher however overall it is at 2%. The trees were placed along the trails to deter ATV use. Some other options could be explored to deter the ATV's but allow for clear walking trails. ABCA are receptive to ideas from the Municipality on the maintenance work that could be undertaken by the ABCA at the dam and scenic lookout. They are always receptive to partnerships such as the one last year with the Parkhill Lions Club. Mr. Horner replied that RV's are not allowed overnight at the scenic lookout and that they should be using the campground.

Mayor Shipway thanked the delegation for attending and addressing the questions from Council.

#### **b. Brad Bunke, GM Blueplan attended Council to provide an overview of the Comprehensive Asset Management Plan.**

Mr. Bunke explained that the Asset Management is a framework to support informed decision making. The Ontario Ministry of Infrastructure requires an AMP for Provincial funding. The infrastructure planning uses identify priority projects and capital requirements as well as aid in developing a long term financial plan. The document is a living document and only remains useful when it is up to date. This plan can be maintained internally by municipal staff.

The North Middlesex AMP establishes the following:

- Total infrastructure replacement value of 267 million
- Average annual infrastructure expenditure need of 8.7 million including backlog (\$3.7 Million excluding backlog) which is over 25 years
- Current an desired date maturity levels
- Projects that should be implemented by the Municipality

The comprehensive AMP follows OMI's Building Together: Guide for Municipal Asset Management Plan, meets requirements to obtain funding, includes all infrastructure owned by the Municipality and builds off the limited AMP completed by Dillon Consulting Limited in 2014.

Mr. Bunke then reviewed the different components of the plan. The priority projects that were identified based on asset condition include:

- Rehabilitation/replacement of bridges/culverts
- Rehabilitation of pump houses
- Replacement of fleet assets related to fire services

Moving forward, the Municipality should:

- Address the funding shortfall
- Goal is to reach a position where infrastructure needs equal the available revenue (full cost recovery)
- Invest into collecting missing data and increasing data quality (Needs Studies identified)
- Work towards updating

Deputy Mayor Ropp commented that the news is not great but that all Ontario municipalities are having the same issues especially with bridges. In reality, North Middlesex cannot afford 8.7 million a year. The Federal and Provincial governments' need to provide grants.

Councillor Hemming commented on the cost of studies alone is a burden

Councillor Cornelissen commented that Kenora was in a worse situation a few years ago and wanted to know how they addressed the problem.

Jonathon Graham replied that he would look into this for council to see what he could find out.

Mayor Shipway commented that the County of Middlesex is undergoing a bridge study as well and this report will be reviewed soon. Mayor Shipway thanked Mr. Bunke for his presentation.

c. YMCA Quarterly Update and letter of intent to renew the upcoming agreement.

Kathy Willemse and Kathi Loomis-McGee attended the meeting to provide their 2017 Highlights. This includes increasing memberships from 406 in 2016 to 420 by December 31, 2017; increase our renewal rate from 60% up to 64% by year-end; reduce financial barriers to participation through YMCA Strong Kids assistance program

by increasing assisted memberships by 2%; extend our reach through new programs and marketing impact; strengthen charitable purpose through Strong Kids donations and securing program sponsorships of \$5,000 by Dec.31/2017; renew our partnership with North Middlesex Municipality which improves the quality of life in rural communities.

#### The 2017 Financial Indicators

	2016 Budget	2016 Forecast	2017 Target
Revenue	\$229,500	\$212,956	\$226,104
Total Expenses	\$184,773	\$208,149	\$222,176
Net	\$ 44,727	\$ 4,807	\$ 3,928

This means the municipality will be receiving a 2016 surplus of approximately \$5,000

#### Capital Reserves for 2017, 2018 and 2019

Rower	\$ 3,200
Free Weights	\$ 4,500
Program Equipment Bikes	\$ 15,000
Cardio	\$ 15,000

Several questions were asked by Council and responded to by the YMCA.

Mr. Graham advised that the capital needs will be incorporated into the 2017 draft budget. He will also look into how the equipment is disposed of after its life cycle.

Mayor Shipway then thanked the YMCA for attending the meeting.

## 7. DEPARTMENTAL REPORTS

a. Report from Infrastructure and Operations – 2016 Year End Report on Building Activities

Deputy Mayor Ropp inquired as to how many of the new houses are new versus replacement?

Mr. Graham advised that he will provide that breakdown for Council.

### **MOTION #051/2017**

**HEMMING/MOIR:** That Council receive and file the final 2016 Building Activities report as submitted.

CARRIED

b. Report from Infrastructure and Operations – Comprehensive Asset Management Plan Review

Mr. Graham explained his report and the need for the studies identified as a result of the AMP. CAO, Marsha Paley, also supported the need for studies and that the municipality needs to be pro-active.

Council expressed concern over the studies outlined and the costs associated with them. Therefore, after considerable discussion, the recommendation on the report was felt to be to open ended and therefore the following amended motion was introduced:

**MOTION #052/2017**

**MOIR/CORNELISSEN:** That Council receive and file this report entitled Comprehensive Asset Management Plan Review.

CARRIED

**8. PASSING OF ACCOUNTS**

a. Compilation of Accounts to January 26, 2017

Councillor Cornelissen requested clarification on how the Visa Account is allocated. CAO, Marsha Paley, advised that it is allocated to the department that had the expense.

**MOTION #053/2017**

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

General Cheques	\$ 28,788.08
General Direct Deposit	\$172,559.22
General Online/PAP	\$ 57,865.31

CARRIED

**9. COMMITTEE REPORTS**

a. Economic Development Committee Meeting Minutes – January 23, 2017

**MOTION #054/2017**

**CORNELISSEN/MCLINCHEY:** That the minutes be received and that the By-law, to set out EDAC's policies and procedures and adopt the terms of reference, be presented to allow the EDAC to look for new members through a public appointment process.

CARRIED

**10. CORRESPONDENCE**

None

## **11. OTHER OR URGENT BUSINESS**

### **a. North Middlesex Medical Centre – 2016 Tax Notice**

The letter of request was submitted to the municipality for consideration and requested to be placed on the agenda from Councillor Moir.

CAO, Marsha Paley, advised that in 2015 the Board submitted a grant request to waive the municipal portion of taxes and it was granted. No grant was submitted for 2016.

Councillor Nichol questioned the status of the funds at year-end from the Medical Centre as it is a charitable organization.

Staff was then directed to invite the Board to the next meeting in order for them to answer the financial question from Council.

### **b. Sunnybrook Management Co. Ltd Status of Applications for OPA and ZBA**

At the request of Councillor Moir, staff were asked to provide an update on the status of the applications. Staff responded that there is still additional information required from the applicant prior to deeming the applications complete. The Municipal Planner has been working with the agent and applicant on clarifying the “Contractors Yard” zoning. Some of the information has been received, however, more clarification as to exactly what is being proposed is not clear. The MOE Inspector, J. McGlynn, was on site again regarding the materials currently being stored and the fact that it is not in compliance with the current zoning.

### **c. Development Charges Simple Report update to current By-law**

Watson and Associates requested staff to obtain direction from Council on a target percentage that is being considered for imposing on the current development charge.

## **MOTION #055/2017**

**ROPP/MCLINCHEY:** That staff advise Watson and Associates that they would like consideration of a 50% reduction in the current Development Charge Report being prepared.

**CARRIED**

**12. COMMUNICATIONS (including County Council Meeting Report)**

**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 #9 of 2017 – Confirming By-law

**MOTION #057/2017**

**MCLINCHEY/NICHOL:** That By-law 9 of 2017 be read a first and second time

CARRIED

**MOTION #058/2017**

**MOIR/HEMMING:** That By-law 9 of 2017 be read a third and final time

CARRIED

**16. ADJOURNMENT**

**MOTION #059/2017**

**ROPP/MCLINCHEY:** That the meeting adjourn at 9:10 p.m.

CARRIED

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MAYOR

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CLERK