



MUNICIPALITY OF NORTH MIDDLESEX SPECIAL MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday January 18, 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

Deputy Mayor Ropp and Councillor Nichol indicated they would be declaring a conflict of interest with some requests during Community Development Fund discussions.

4. DELEGATION

7:00 p.m. Nancy Neale from Watson and Associates was present to provide important information regarding the status and timing on the potential update to the present Development Charges By-law. She began by reviewing the changes to the DC Act as a result of Bill 73 passed in December 2015 with an effective date of January 1, 2016. The minimum requirements for a D.C. Study must include the following:

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- Estimates of the anticipated amount, type and location of growth;
- Identifying the capital costs associated with growth for each service to which the development charge by-law would relate;
- Calculation of the charges for each service;
- An examination of the long term capital and operating costs related to the capital infrastructure identified to service growth;
- Consideration of area specific vs municipal wide charges for each service (as per Bill 73);and
- An Asset Management Plan

In addition, there are changes to the statutory requirements for giving notice prior to giving consideration to passing an amending or new DC By-law.

Ms. Neale also identified other items that Council may wish to consider prior to deciding whether to go forward with an amendment to the current by-law or undertaking the full update required to the study, they include:

- Timing of the full study update is required in 2017 to ensure the necessary steps are taken to provide for a new by-law to be in place prior to the current by-law expiring in February 2018.
- The Municipality is currently undertaking a comprehensive asset management plan however at this time it does not embrace the growth related projects identified in the 2013 D.C. background study. It would be most efficient and effective if staff include the growth related projects into the asset management plan prior to it being finalized and brought forward to Council later this year.
- The Municipality is currently considering an Official Plan amendment, which staff have indicated will assist with the inputs required to update the full D.C. study for the amount, timing and location of the growth anticipated.
- As per the D.C.A. amending the current D.C. By-law requires an appeal period, which could result in additional costs to the municipality.
- As per Bill 73, Clause 59.1 was added which provide the following:

“A municipality shall not impose, directly or indirectly, a charge related to a development or a requirement to construct a service related to a development, except as permitted by the Act or another Act.”

To effectively address this issue, municipalities should have a local service policy in place which clearly states what the requirements are of developers as a local service, which would be included as a condition of development versus what the municipality would impose through development charges. An example of this would be a developer may be required, as a condition of development, to construct local roads, water mains/sanitary & storm sewer up to a specific size, sidewalks internal

or external to their developments etc. Higher order capital expenditures would be included in the D.C. such as oversizing of water/wastewater infrastructure, treatment facilities, expansions to collector/arterial roads, etc.

- The impact of reducing the current D.C. will have a direct impact to property taxes and water/wastewater rates, as the municipality would be required to fund the discounted portion of the charge from other sources. As the existing residents/businesses have already paid for their portion of capital works undertaken to date, this would create an inequity and may result in appeals to the amended charges by current residents.

Several questions were then asked by Council:

Councillor McLinchey – What is the timing to process the amendment to the current by-law?

Ms. Neale responded that it would be a minimum of three months.

Deputy Mayor Ropp expressed concern with timing if an Official Plan amendment is required to be done first. Also, what would be involved if there was a moratorium?

Ms. Neale advised that if a moratorium is being considered it is still subject to public process.

Councillor Cornelissen – Can a stimulus fund be established by the Municipality for development?

Ms. Neale replied that that is possible however cautioned that criteria would have to be very specific.

Deputy Mayor Ropp asked about what is involved in changing the rate for the DC charge and does Council have to accept the entire fee in the By-law?

Ms. Neale advised that when the amendment or new by-law is presented to Council, a decision would then be required whether to impose the full charge or a percentage of the charge or no charge at all.

CAO, Marsha Paley, indicated that it was her understanding that when the neighbouring municipality exempted the DC Charge, it took years to see benefit of development.

Ms. Neale was thanked for her information and after careful consideration the following motion was made:

MOTION #017/2017

MCLINCHEY/HEMMING: That Council defer a decision on the DC project under

January 25, 2017 to allow time to consider all the information provided.

CARRIED

5. BUDGET DISCUSSION

a. Presentation of applications received under the Community Development Fund Program.

The Committee consisted of the Mayor, Treasurer and Clerk which reviewed all the applications and then made recommendations based upon the criteria in the program and the supporting documentation that accompanied the applications.

The following motions were made:

MOTION# 018/2017

ROPP/HEMMING: That the following requests be granted:

Canada Day Committee

Cash Grant \$1,000.00 Facility Requests \$630.00 and 172.00

North Middlesex Ministerial Assoc.

Facility Request \$380.00

Parkhill Agricultural Society

Cash Grant \$7,500.00 Facility Request \$570.00

(agreement still to be negotiated for the fair weekend)

Ailsa Craig Lions

Facility Request \$504.00

Community Garden

Cash Grant \$500.00

Parkhill Leisure Club

Cash Grant \$3,800.00

Friends of Ye Olde Town Hall

Cash Grant \$3,800.00

Ailsa Craig & District Firefighters Association

Cash Grant \$600.00 Facility Requests \$441.00;\$293.00;\$721.00

Parkhill Area Horticultural Society

Cash Grant \$3,500.00

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Youth for Christ/Youth Unlimited
Facility Request \$721.00

VON
Facility Request \$721.00 and Meeting Room \$984.00

Order of the Eastern Star
Facility Request \$570.00

Ailsa Craig Village Association
Cash Grant \$3,500.00 Meeting Room \$840.00

AC Presbyterian Church
Facility Request \$174.00

East Williams Optimists
Facility Requests \$220.00;\$220.00;\$75.00;\$75.00

Grace Bible Chapel
Facility Request \$3,789.00 (Five Fun Days Program)

North Middlesex Barn Quilt/Heritage Trail
Cash Grant \$4,500.00

North Middlesex Jr Stars
Facility Request \$1,570.00 (ice time-10 hrs)

Friends of the Carnegie Library (Parkhill)
Start Up Funding \$5,000.00

CARRIED

Deputy Mayor Ropp declared a conflict and then left the meeting

MOTION#019/2017

CORNELISSEN/MOIR: That the following requests be granted for the NM District
Historical Society:

Cash Grant \$3,800.00
Facility Request \$721.00 and \$721.00

CARRIED

MOTION #020/2017

HEMMING/NICHOLS: That the following request be granted to the Ailsa Craig Gala Days:

Cash Grant \$2,000.00

(agreement still to be negotiated for the event weekend)

CARRIED

Deputy Mayor Ropp then re-joined the meeting.

Councillor Nichol then declared a conflict of interest and left the meeting

MOTION #021/2017

CORNELISSEN/MCLINCHEY: That the following request be granted to the Ailsa Craig Community Quilt Festival Committee:

Facility Request \$1,760.00

CARRIED

Councillor Nichol then re-joined the meeting.

MOTION #022/2017

MOIR/ROPP: That the following request be granted to the Community Policing Committee:

Cash Grant \$1,500.00 (safety program assistance)

Meeting Room Grant \$150.00 to Ye Olde Town Hall

CARRIED

MOTION #023/2017

MCLINCHEY/CORNELISSEN: That the following request be granted to the Order of the Alhambra:

Facility Request \$721.00

CARRIED

MOTION #024/2017

ROPP/MOIR: That the following request (representing half of the facility cost for each facility) be granted to the following:

Brinsley United Church	\$150.00
Ailsa Craig United Church	\$450.00
St. Andrews Presbyterian Church	\$360.00

CARRIED

The Community Vibrancy Fund Requests were then reviewed.

Parkhill Agricultural Society – Request for funds to refurbish storage trailer
Councillor McLinchey put forth the motion but it failed due to the lack of a seconder to the motion.

MOTION #025/2017

ROPP/NICHOL: That the request for funds from the Ailsa Craig Royal Canadian Legion be granted the following:

Cash Grant up to \$5,000 for replacement of the electrical service

CARRIED

MOTION #026/2017

ROPP/CORNELISSEN: That the request from the Ailsa Craig Village Association for benches along Main Street up to \$3,200.00 be granted.

CARRIED

MOTION #027/2017

CORNELISSEN/MCLINCHEY: That the request from the Victim Services of Middlesex County for funding towards their programs be granted in the amount of \$5,000.00

CARRIED

Clerk Jackie Tiedeman advised that organizations will be notified in writing of the outcome of each of their requests however no monies will be released until the 2017 Budget has been given final approval which is anticipated to be May 2017.

b. Presentation of the 1st Draft Operation and Capital Budget for Administration and Public Works.

CAO Marsha Paley then reviewed each component of the Administration and Finance Budget and Director of Infrastructure and Operations, Jonathon Graham reviewed his departments proposed budget as follows:

OMPF Grant reduction of \$334,900.00

Overview of Special Projects or Studies that need to be undertaken and includes:
Official Plan Review, Fire Master Plan, Recreation Master Plan, Restructuring and Operational review implementation for 2017 and 150th Committee Events.

Draft Operation Budgets: Members of Council, Municipal Election, Service Ontario, Crossing Guard, Planning and Zoning, Economic Development and Cemeteries.

Changes included some adjustments to the wage costs for each of the departments that were reviewed. Other changes included increase of \$1,500 to ED Training and

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Education; Materials purchased –gravel increase of \$70,000 to reflect increased product cost as per tender; fuel cost Machine 58 corrected to \$5,000 (decrease of \$45,000); all street sweeper wage costs allocated to contracted services; all costs for Machine 34 street sweeper were removed; Other Donations & Support Payments will be adjusted to match actual amounts approved by council; Machine parts and repairs Machine 37 EZ Load Trailer was missing and is now included with a budget of \$2,000; program maintenance and enhancements (keystone) was missing and is now included with a budget of \$500.00; licences increase of \$500.00.

Several questions were asked and responded to throughout the presentation. The proposed capital budgets were tabled until the next budget meeting.

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

MOTION #028/2017

MCLINCHEY/NICHOL: That the Regular Meeting adjourn to Closed Meeting at 10:20 p.m. for the following purpose:

a. Personal matters about an identifiable individual, including municipal or local board employees.

Update on Director of Finance and Administration position
Committee Appointment

CARRIED

7. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

The Closed Meeting adjourn and returned to Regular Meeting at 10:45 p.m. with no report or recommendations.

8. ADJOURNMENT

MOTION #029/2017

ROPP/MOIR: That the meeting adjourn at 10:46 p.m.

CARRIED

MAYOR

CLERK