



MUNICIPALITY OF NORTH MIDDLESEX REGULAR MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday January 25, 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 5:45 p.m.

Mayor Shipway advised that three additional items were added to the agenda since posting:

- 11. Other – Request from Silver Blades Skating Club
- 13. Closed Meeting – Building Department Matter
- 15. By-law #8 of 2017 – Appoint an Acting Treasurer

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 11, 2017 Regular Meeting Minutes

MOTION #030/2017

ROPP/NICHOL: That the minutes be accepted as presented

CARRIED

5. PUBLIC MEETINGS

5:45 p.m. Webinar Bill 132: Ontario's Sexual Violence and Harassment Plan Act

6:45 p.m. Court of Revisions – Gilbert Drain 2016

MOTION #031/2017

MOIR/MCLINCHEY: That Council receive the Court of Revisions – Gilbert Drain 2016 report; and

Further than Council directs staff to proceed with the Court of Revision as required by the *Drainage Act, 1990*, Section 46 for the Gilbert Drain 2016.

CARRIED

MOTION #032/2017

MOIR/MCLINCHEY: That the regular meeting adjourn to Court of Revisions at 6:45 p.m.

CARRIED

(See separate Court of Revision minutes)

Regular Meeting resumed at 7:00 p.m.

7:00 p.m. Meeting to Consider: VanMassenhoven Drain Branch B 2016

MOTION #033/2017

CORNELISSEN/ROPP: That Council receive the Final Report on the VanMassenhoven Branch B 2016 prepared by Spriet Associates;

And further that Council give consideration of first and second reading to the provisional By-law as per Section 45(1) of the *Drainage Act*.

CARRIED

Appointment of Engineers – Graham Drain, Roelands Drain and McEwen Drain

MOTION #034/2017

HEMMING/CORNELISSEN: That council receives the Appointment of Engineer report for the Graham Drain 2017, Roelands Drain 2017 and the McEwen Drain Extension 2017-Improvement Reports; and

Further that Council approves the recommendation of staff to accept R. Dobbin Engineering Inc. as the engineers for these three projects.

CARRIED

Presentation of Draft Strategic Plan by Platinum Leadership Inc.

Corrine Walsh was present to review the Draft Strategic Plan. She advised that the document was released for public comments following the January 11, 2017 Council Meeting. It is anticipated that following the conclusion of the public commenting period, February 25th, all comments will be received on the Strategic Plan before a final version will be brought forward to Council's consideration in March/April 2017 for approval.

She began by first thanking the citizens of North Middlesex for their participation and valuable input into the plan through the various methods used throughout the project. She also thanked the writing team for all their assistance in finalizing the draft document.

Ms. Walsh noted that the title/tagline has changed from "Building Our Tomorrows" to "Growing Our Futures" to better reflect the municipality's logo, strength of agriculture, natural heritage and the use of futures meaning both in time and investment. She then provided thorough overview of the project.

Public Comments:

J. Brenner – thought it was a good plan and was happy with the changes in Parkhill. She requested clarification on the type of plan it was referring to "Corporate"? Ms. Walsh replied that Corporate refers to the Municipality of North Middlesex

Councillor McLinchey provided her appreciation to Ms. Walsh for leading the project very well and for obtaining all the public feedback.

M. Fuller – inquired into when and how the plan would be implemented and what the important item was in the consultant's opinion that the municipality should begin with?

Ms. Walsh stressed that not everything can be done at once. In her opinion there needs to be focus on economics for the community. There should be ongoing public engagement. This is a living document and there will be actions steps to follow in order

to achieve these goals that have been identified. There would also be a yearly report which will outline what has been completed.

J. Johnstone – she felt the consultation process was good and the document was well done. She did stress the need for council to communicate on what is being done and the community needs to provide feedback as well.

Mayor Shipway added that the Economic Development Committee is underway and that is a positive start.

D. Ferguson advised that in 2016, Council enacted the Local School Advisory Committee. He also asked how the public was to submit feedback?

Marsha Paley advised that public feedback should be forwarded to Donna VanHooydonk as she is part of the writing team. Ms. Paley advised the public that the document is available on the municipal website, at the local libraries and at the municipal front office. In response to M. Fuller, Ms. Paley also added that there will be an implementation process for the plan. It will contain goals for Year 1,2,3,4 etc. and council will be provided a “report card” of the progress. She also indicated that staff reports will contain a new section which will provide for an opportunity to relate reports to the Strategic Plan actions.

Ms. Walsh thanked Council and Staff for all their work in making this a successful project.

6. DELEGATION

None

7. DEPARTMENTAL REPORTS

a. Report from Infrastructure and Operations – Results of tender for Gravel, Calcium Chloride and Salt Brine

Council has several questions regarding the method for determining gravel and was responded to by Mr. Graham.

MOTION #035/017

CORNELISSEN/MOIR: That Council awards the Gravel Tender RD1-2017 to Blane Trucking for the quantity of 75,000 tonnes +/- in the amount of \$1,055,250.00;

And further that Council awards the Calcium Chloride Tender RD-2 of 2017 to Pollard Highway Products Ltd for the quantity of 420 flake tonne +/- in the amount of \$103,937.40;

And further that Council awards the Salt Brine Tender RD-3 of 2017 to 552976 Ontario Limited c/o Clifford J. Holland for the quantity of 2400 cm³ +/- in the amount of \$108,336.00;

And further that Council revises the proposed budget amount for account #01-31123041 "Materials Purchased-Gravelling" to \$720,000.

CARRIED

b. Report from Drainage Department – reapportionment Agreements 2016

MOTION #036/2017

MOIR/NICHOL: That the reapportionment agreement on the Arnold McCann Drain 1973, the Arnold –McCann Drain Extension 1974 and the Thompson Drainage Works 1969 be approved and signed by the Mayor and Clerk.

CARRIED

c. Report from Administration – update to Accessibility Policy

MOTION #037/2017

ROPP/NICHOL: That Council receive the report entitled Update to the Accessibility Policy;

and further that Council approves the attached Policy Number 003-013, as revised;

And further that the approved policy be posted on the Municipality's website and provided to all staff and volunteer committees of the Municipality.

CARRIED

d. Report from Administration – Automated Phone System follow up Report

MOTION #038/2017

CORNELISSEN/HEMMING: That the Automated Phone System Follow up Report be received;

And further that staff be directed to maintain the partially automated phone system.

CARRIED

e. Report from Administration – 2016 Annual Poundkeeping Report

MOTION #039/2017

MCLINCHEY/ROPP: That Council receive and file the 2016 Annual Pound Keeping Report as submitted.

CARRIED

8. PASSING OF ACCOUNTS

- a. Report on the compilation of accounts to January 19, 2017

Councillor Cornelissen requested follow up clarification on the amount of the CIBC Visa.

MOTION #040/2017

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

General Cheques	\$103,445.37
General Direct Deposit	\$222,062.38
General On Line/PAP	\$ 68,408.26

CARRIED

9. COMMITTEE REPORTS -None

10. CORRESPONDENCE

- a. MPAC Assessment Update Report
(action: receive and file)

- b. Town of Bancroft – Request for resolution support (revenue tools through lotteries)
(action: receive and file)

- c. Fort Frances – Request for resolution support (taxation inequities on railway ROW)
(action: receive and file)

- d. Ministry of Citizenship and Immigration – Ontario's volunteer recognition Program
(action: receive and file – forward to EDC for consideration of nominations)

MOTION #041/2017

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

CARRIED

11. OTHER OR URGENT BUSINESS

- a. Ailsa Craig and Area Food Bank request for funds (deferred from December 7, 2016 pending additional information)

Council was provided with several documents relating to the history of these funds and past decisions approved by council.

Deputy Mayor Ropp wished to point out that the Municipality of North Middlesex is very supportive of the work of the food bank, however, the consideration for the request is for using tax dollars for the project.

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After careful consideration the following motion was brought forth for Council

MOTION #042/2017

ROPP/NICHOL: WHEREAS several reserve funds from the five former municipalities were earmarked for a specific purpose within the Amalgamation Order, which was the official document to establish the newly formed Municipality of North Middlesex in 2001,

AND WHEREAS several committees were established beginning in 2001 to consist of appointed council members and interested citizens who would meet on a regular basis and make recommendations to Council on uses for these funds based upon specific purposes and benefits deemed to directly impact the former geographical area for which it was established,

AND WHEREAS these funds were intended to be used within an appropriate timeframe, in some instances by 2007,

WHEREAS the committee known as the Ailsa Craig Fund Management Committee made its final recommendations on the disposition of remaining funds on December 2, 2014 and therefore the Committee was deemed to have concluded its mandate, and the following motions were considered by Council,

“That \$30,000 be put in trust for the Ailsa Craig Food Bank and Thrift Store, until December 31, 2015 to give them time to meet the above requirements to Council. The vote was unanimous. (The requirements suggested was a business plan, along with financial statements)

That the remainder of the Ailsa Craig Millennium Funds be slated to the Ailsa Craig Park Improvement Project. If the Food Bank fails to meet the requirements by the end of 2015, that \$30,000 will be added to the Park Improvements Project as well. The vote was unanimous”.

AND WHEREAS the motions as presented were considered by Council on January 15, 2015 and the following Motion 2015/007 was approved:

“That \$30,000 be put in trust for the Ailsa Craig Food Bank and Thrift Store, until December 31, 2015 to give them time to meet the above noted requirements to Council. The vote was unanimous.

That the remainder of the Ailsa Craig Millennium Funds be slated to the Ailsa Craig Park Improvement Project. The vote was unanimous.”

AND WHEREAS a written request was submitted to Council by the Ailsa Craig Food Bank and Thrift Store for an extension to allow them additional time to get a business

plan submitted and as a result the following motion (M389/2015) was made and approved by Council on December 31, 2015 as follows:

“That the allocation of \$30,000 for the Ailsa Craig Food Bank’s new building proposal be held in a reserve until December 31, 2016.”

AND WHEREAS a request was considered by Council at the December 7, 2016 meeting as follows:

“Councillor Nichol requested Council to defer any decision on the \$30,000 that was earmarked as a donation towards a new Food Bank Building. At 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.” and*

NOW THEREFORE BE IT RESOLVED that the additional documentation that has been received by the Ailsa Craig Food Bank by correspondence dated December 30, 2016 has been duly considered and received by Council;

That Council hereby directs that the funds be allocated in the manner suggested by the Ailsa Craig Management Fund Committee December 2, 2014 to the Ailsa Craig Park Improvements Project.

CARRIED

b. Development Charges Project (Deferred from January 18, 2017)

Staff updated Council on the additional projects that need to be undertaken this year which include the Official Plan Review, DC Background Study in preparation for the expiry of the current by-law in February 2018. These two projects could run simultaneously in 2017. Staff will be requesting an itemized cost summary and work plan for the projects from Watson and Associates as the motion passed by Council in December was on a limited detail basis and the upset limit will need to be increased on this motion based upon the most recent cost summary from the consultant.

Deputy Mayor Ropp requested clarification on the status of the motion to proceed with the simplified report to amend the current By-law and staff advised that the motion still stands, however, the financial part will need to be amended to reflect the actual quote.

c. Additional Item – Parkhill Silver Blades Skating Club

MOTION #043/2017

MCLINCHEY/NICHOL: That the request from the Skating Club for the Facility Request granted in 2016 be carried over to February 2017 be approved.

CARRIED

12. COMMUNICATIONS (including County Council Meeting Report)

Deputy Mayor Ropp advised Council that upon discussions with the County Engineer, it does not appear that stop lights will be installed at Nairn and Centre Roads. Also, it is being considered that the overhead light should be removed. The rumble strips will be re-established.

Councillor Cornelissen asked about the status of the roundabout and the response was that it was too expensive and the statistics do not warrant installation. Councillor Cornelissen did not agree and wondered what statistics had been used. In light of these and other questions the following motion was then introduced:

MOTION #044/2017

HEMMING/CORNELISSEN: That Council would like the County Engineer and the OPP invited to a council meeting to answer questions regarding the municipality's request.

CARRIED

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

MOTION #045/2017

MOIR/NICHOL: That the regular meeting adjourn to Closed Meeting at 9:05 p.m. to receive information on the following:

- a. Personal matters about an identifiable individual, including municipal or local board employees: Update on Director of Finance and Administration/Treasurer Committee Appointment
Building Matter – additional item added to agenda

CARRIED

14. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

The regular meeting reconvened at 9:50 p.m. with one recommendation as follows:

MOTION #046/2017

NICHOL/CORNELISSEN: BE IT RESOLVED THAT after careful consideration the Council of the Municipality of North Middlesex deems it appropriate that some changes to the structure of the Local School Advisory Committee;

And further that the Local School Advisory Committee shall appoint one of the council members as Chair and another council member as Vice-Chair;

And further that Council appoint Arlene Morell, Trustee for the Thames Valley School Board, representing Middlesex County, as a resource to the Committee;

And further than Council directs the Local School Advisory Committee to develop a draft By-law with Terms of Reference and upon recommendation of the draft By-law to Council and upon their approval, the By-law shall become the guiding document for the Committee.

CARRIED

15. READING OF BY-LAWS

- a. By-law #5 of 2017 VanMassenhoven Drain Branch B 2016 (1st and 2nd reading)
- b. By-law #6 of 2017 Agreement of Purchase and Sale with A. Bennett
- c. By-law #7 of 2017 Confirming By-law
- d. By-law #8 of 2017 Appointment of Acting Treasurer (addition to agenda)

MOTION #047/2017

MOIR/CORNELISSEN: That By-laws #5-8 of 2017 be read a first and second time.

CARRIED

MOTION #048/2017

MCLINCHEY/HEMMING: That By-laws# 6-8 of 2017 be read a third and final time.

CARRIED

16. ADJOURNMENT

MOTION #049/2017

NICHOL/MCLINCHEY: That the meeting adjourn at 9:57 p.m.

CARRIED

MAYOR

CLERK