



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

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday June 15, 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 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**

May 18, 2016 Regular Meeting Minutes

May 18, 2016 Court of Revisions

June 1, 2016 Regular Meeting Minutes

### **MOTION #220/2016**

**ROPP/NICHOL:** That the minutes be accepted as presented.

**CARRIED**

## **5. PUBLIC MEETINGS**

7:00 P.M. – COMMITTEE OF ADJUSTMENT

### **MOTION #221/2016**

**HEMMING/MOIR:** That the regular meeting adjourn to Committee of Adjustment at 7:05 p.m.

CARRIED

See separate Committee of Adjustment minutes

Regular Meeting reconvened at 7:15 p.m

## **6. DELEGATION – None at this time**

## **7. DEPARTMENTAL REPORTS**

a. Report from Clerk – Appointment of Integrity Commissioner

### **MOTION #222/2016**

**CORNELISSEN/MCLINCHEY:** That the report entitled Appointment of Integrity Commissioner from the Clerk dated June 15, 2016 be received;

And further that Council consider all three readings of the applicable By-law to authorize the agreement with Mr. Stewart for the term ending December 31, 2018.

CARRIED

b. Deferred from June 1 – Report from Chief Building Official and Public Works Manager

Public Works Manager, Brad Davies was present to answer questions pertaining to the report. Council expressed concern that this additional deposit may be a deterrent to development. It was explained that larger projects, such as the wind project, had a substantial letter of credit filed with the municipality. Based upon the number of incidents over the last five years, it was suggested that it be investigated whether a clause could be added to the building permit, to the effect that owners are responsible for any damage that may occur as a result of their project. As well, at the next meeting, the Treasurer will report on whether an unpaid invoice for damage can be included on the tax roll for collection.

After careful consideration, the following motion was introduced:

**MOTION #223/2016**

**CORNELISSEN/MOIR:** That Council receive and file the report at this time;

And further that staff continue to monitor and record any incidents for a six month period;

And further that staff explore the options of adding a clause to building permits pertaining to owner's responsibility for any damage to municipal infrastructure that may occur as a result of their project.

CARRIED

c. Report from Drainage Superintendent – Woodburn Drain Extension 1970

Clarification of the recommendation was requested from the Clerk as to which engineer is being recommended to be appointed by Council.

The Drainage Superintendent replied that his recommendation would be Spriets.

After careful consideration, the following motion was introduced:

**MOTION #224/2016**

**MOIR/ROPP:** That Council appoint an Engineer to prepare a new report and profile on the relocation and prepare a new schedule of assessment on the Woodburn Drain Extension 1970;

And that staff be directed to obtain a Request for Proposal for the proposed drain work.

CARRIED

**8. PASSING OF ACCOUNTS**

a. Report on compilation of bills and accounts to June 9, 2016

**MOTION #225/2016**

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

General	\$1,898,677.20
Cemetery	\$ 581.95
Ont Hydro	\$ 1,882.86
OCWA	\$ 55,658.22

CARRIED

**9. COMMITTEE REPORTS**

None

## 10. CORRESPONDENCE

- a. Royal Canadian Legion Ontario Command – Military Service Recognition Book advertising campaign.

### **MOTION #226/2016**

**MOIR/HEMMING:** That Council authorize a ¼ page full colour ad \$545.00 in the Military Service Recognition Book for 2016.

CARRIED

- b. Darren Ferguson on behalf of the Local School Advisory Committee – request for free use of municipal facility

### **MOTION #227/2016**

**ROPP/MCLINCHEY:** That Council grant the request for the free use of facility for the Fall 2016 Ontario Rural Education symposium.

CARRIED

- c. David Mohr-request received through website regarding herbicides use on roadsides.

The Public Works Department does not spray. If there is a report of Hogweed, contact is made with Middlesex County's Weed Inspector/Woodland's Conservation Officer for direction.

(action: Council directed staff to respond with this information)

- d. Notice of Open House from Adelaide –Metcalf on proposed changes to their OP and Zoning By-law.

(action: receive and file)

- e. Township of South –West Oxford – motion support regarding request to ROMA to reunite ROMA and OGRA Conference.

### **MOTION #228/2016**

**CORNELISSEN/MCLINCHEY:** That Council supports the motion from the Township of South-West Oxford to request the ROMA Board of Directors reconsider and reunite with OGRA for future conferences.

CARRIED

f. Niagara Region – motion support regarding a request to all levels of government to increase funding to research for Lyme Disease.

**MOTION #229/2016**

**MOIR/CORNELISSEN:** That the Council of the Municipality of North Middlesex endorses the efforts of Niagara Region to request all levels of government to increase funding for research for Lyme Disease.

CARRIED

g. Chatham – Kent – Motion Endorsement regarding Climate Change Action Plan

**MOTION #230/2016**

**CORNELISSEN/ROPP:** That the Council of the Municipality of North Middlesex supports the Municipality of Chatham-Kent in strongly urging the Government of Ontario to reconsider any policy or strategy within the forthcoming “Climate Change Action Plan” that would force rural residents and businesses to replace the most affordable energy option available, natural gas, with more expensive options.

CARRIED

h. Canada Post – Notice of change to postal service and Town of Petrolia regarding their experience with the recent changes.  
(action: receive and file)

i. Ontario Provincial Police – new report related to current billable calls and 2016 Initiatives  
(action: Council requested that the OPP be invited to an upcoming meeting to answer questions regarding billable calls)

j. County of Middlesex – Application for Exemption to Woodlands Conservation By-law  
(action: receive and file)

k. City of Oshawa – financial support of \$5,000.00 to Fort McMurray Disaster  
(action: receive and file)

**MOTION #231/2016**

**MOIR/HEMMING:** That the correspondence be accepted noted above with actions, as amended.

CARRIED

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

- a. Update on automated phone system changeover

Clerk Jackie Tiedeman advised that the automated phone system is setup and ready to commence at any time. This initiative was a recommendation through the Communication Committee as well as a consideration during the organization/operational review. A draft script was provided and it was noted that this format can be changed at any time. Staff also relayed that any feedback from council or citizens are welcome. After some discussion the following direction was provided.

### **MOTION #232/2016**

**NICHOL/ROPP:** That the automated phone system be implemented as a three month pilot project. Also that staff track any feedback or issues encountered during this time and that a report to council be prepared following this three month period.

CARRIED

- b. Grand Opening for Town Square and 15<sup>th</sup> Anniversary of North Middlesex

Staff requested direction from Council on their wishes for the event. It was agreed that this could take place prior to the Council Meeting on July 13<sup>th</sup>. Staff will make plans for a BBQ and some other activities for that date. The event will be open to residents of North Middlesex and invitations will be sent to the council and staff of neighbouring municipalities as well as the local MP and MPP.

- c. Roof Repair request for Ye old Town Hall

The Recreation and Facility Manager, Scott Nickles, was present to update Council on this request. He was pleased to advise that a roofing company completed an inspection and was able to complete the repair all at the same time.

Council then advised Mr. Nickles that complaints had been received about the storage trailer owned by the local organization being stored behind the Arena. Mr. Nickles indicated that he would contact the organization about moving the unit.

- d. Update on commencement of Cemetery Compliance Plan by municipal staff.

Clerk Jackie Tiedeman reminded Council that municipal staff will begin to bring all Municipal Cemeteries into compliance with By-Law #43 of 2015. The main issues are the flower bed size which is only permitted on the face side of the monument, not to exceed the width of 12 inches and not to extend past the length of the monument. Also,

one solar light per upright monument. Over the past year, various forms of notification has been done by the municipality such as the Fall and Spring newsletters that are in the water bills, ads in the two local papers as well as various articles as a result of discussion at Council Meetings when the by-law was brought forward as a report, public notification period, and then final by-law approval.

e. Parkhill Cemetery donation bequest from the Estate of Francisco J. VanderVloet  
Clerk Jackie Tiedeman advised of the recent donation with thanks to the family.

Councillor Cornelissen expressed he still has concern over the standard of grass cutting along the ditch behind the Shared Services Building. He indicated he knew of a contractor who would be willing to do this as well as tree trimming. Ms. Paley stated that there is still a health and safety concern even if a contractor was to perform this work. Ms. Paley suggested that a meeting be held with staff in order to confirm the expectation of grass cutting in this area.

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

Deputy Mayor Ropp advised that the woodlot application is being considered by County Council.

Councillor Nichol advised that after reviewing the criteria for the award that she would like to submit Dr. Furtado name to the College of Physicians Awards. She felt he has made a great contribution to the medical field through his involvement in various organizations in the medical profession

MOTION #233/2016

NICHOL/CORNELISSEN: That the Council of the Municipality of North Middlesex hereby nominate Dr. Furtado to the College of Physicians Award.

CARRIED

Councillor Nichol also requested clarification on how complaints are handled for excessive barking. Staff was requested to prepare a report outlining the protocol for a complaint such as this.

Councillor Nichol then requested an update on the transfer of the medical office in Parkhill. Ms. Paley advised that this matter is being handled by the County Solicitor and that she will make contact with them to request this be finalized as soon as possible.

Councillor McLinchey inquired about a Noise By-law. Ms. Paley cautioned that in order to enforce such a by-law would require the municipality having equipment to measure

noise levels as well as staff being available. Public nuisance complaints can be enforced through the OPP.

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

#### **MOTION #234/2016**

**HEMMING/MOIR:** That regular meeting adjourn to Closed Meeting at 8:45 p.m. for the following purpose:

- a. Security of the property of the Municipality or local board – Goal Post and Vested property.
- b. Personal matters about an identifiable individual including municipal or local board employees – Temporary Office Coverage

CARRIED

### **14. RISE AND REPORT**

Council rose from the Closed Meeting at 9:40 p.m. with the following recommendation:

#### **MOTION #235/2016**

**ROPP/HEMMING:** That Council declare the recently vested property (Parkhill) Roll Number 39 54 052 020 147 00 0000 as surplus; And that staff be directed to send notification to the abutting land owners that this parcel of land has been declared surplus and that the municipality will be offering the land for sale, with a minimum bid amount, as required under the sale of real property process.

CARRIED

Following the Rise and Report, Deputy Mayor Ropp indicated that he intended to ask another question under Other Business. He would like to have an update from the By-law Enforcement Officer on the status of the Tidy Yard/Property Standards By-law and the status of the kennel inspections.

### **15. READING OF BY-LAWS**

- a. By-law #31 of 2016 – A By-law to authorize the execution of an agreement with Gregory Stewart for the appointment of Integrity Commissioner
- b. By-law #32 of 2016 – Confirming By-law

#### **MOTION #236/2016**

**NICHOL/MCLINCHEY:** That By-laws #31 and 31 of 2016 be read a first and second time.

CARRIED



**MOTION #237/2016**

**CORNELISSEN/HEMMING:** That By-laws #31 and 32 of 2016 be read a third and final time.

CARRIED

**16. ADJOURNMENT**

**MOTION #238/2016**

**ROPP/MOIR:** That the meeting adjourn at 10:15 p.m.

CARRIED

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MAYOR

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CLERK