



MUNICIPALITY OF NORTH MIDDLESEX REGULAR MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on October 18, 2017 in the Council Chambers, Shared Services Centre, 229 Parkhill Main Street, Parkhill with a quorum present.

1. CALL TO ORDER

The Mayor called the meeting to order at 7:00 p.m.

2. ROLL CALL

Mayor Don Shipway
Deputy Mayor Brian Ropp
Councillor Doreen McLinchey
Councillor Joan Nichol
Councillor Gord Moir
Councillor Andrew Hemming
Councillor Adrian Cornelissen
CAO/Director of Finance(Treasurer), Nandini Syed
Deputy CAO/Director of Operations Jonathon Graham
Clerk Jackie Tiedeman
Deputy Treasurer Alan Brown (for a portion of the meeting)

3. DISCLOSURE OF PECUNIARY INTEREST

None

4. MINUTES OF PRIOR MEETINGS

- a. October 4, 2017 Regular Meeting Minutes

MOTION #306/2017

MCLINCHEY/MOIR: That the minutes be accepted as presented CARRIED

5. PUBLIC MEETINGS

7:00 p.m. Meeting to Consider Engineers Report – Roeland's Drain:

Report from Deputy CAO/Director of Operations – an overview of the process to date was provided by Mr. Graham.

Mike Gerrits, Dobbin Engineering Inc. was present and advised the report was reviewed with landowners individually. No other comments or concerns were received

MOTION #307/2017

MOIR/ROPP: That Council accepts the Final Report for the Roeland's Drain dated September 8, 2017 prepared by R Dobbin Engineering Inc.

That Council gives two (2) readings for a Provisional By-law as Section 45 (1) of the *Drainage Act*, 1990. _____ CARRIED

7:10 p.m. Committee of Adjustment

MOTION #308/2017

ROPP/HEMMING: That Regular Meeting adjourn to Committee of Adjustment at 7:10 p.m. _____ CARRIED

See separate Committee of Adjustment minutes for October 18, 2017

Regular Meeting resumed at 7:20 p.m.

6. DELEGATION

7:20 p.m. Corrine Walsh, Platinum Leadership – Presentation of Final Strategic Plan

Ms. Walsh provided an overview of the changes or updates to the Strategic Plan project which included organizational shifts and message from new CAO; greater connection to economic development vision (new title "Grounded in agriculture, growing in innovation"); more clearly articulated visual connecting vision, mission, values, priorities and goals and metrics to support accountability.

Cr. Cornelissen requested clarification regarding the acceptance of the Final Strategic Plan and commitment to suggested plans in the document ie: recreation master plan?

Ms. Syed replied that this document provides the roadmap for the organization for the next decade. Council will continue to provide approval on what studies will proceed and when.

Cr. McLinchey inquired whether this document will be binding on the next council in 2018 as their vision may differ from the present council.

Ms. Walsh and Ms. Syed both replied that this document is meant to be your plan for the next decade. It is a very good document that takes into account input from a variety of stakeholders. Also, it is important to note that the addition of the metrics to the document ensures accountability and transparency to the ratepayers of how the municipality is measuring its priorities.

Ms. Syed requested Council approval of the Plan in order for the official launch of the document to take place on October 25th.

MOTION #309/2017

NICHOL/ROPP: That Council approve the Final Strategic Plan with the changes as presented. _____ CARRIED

8:00 p.m. – Chris Traini, County Engineer, Update of County Initiatives

Mr. Traini attended the meeting to provide an update to Council on road department matters on behalf of the County of Middlesex. This included new crosswalk guidelines; Middlesex County Cycling Strategy and County wide bridge study.

The County did not have formal guidelines for determining when and where crosswalks should be considered. A guideline has been created in accordance with the Ontario Traffic Manual. Once these guidelines have been approved by County Council they will be provided to the local municipalities. The procedure will require a formal resolution from their council before it will be considered by the County. Also, if requested by the local municipality, all costs associated with the design, construction and maintenance of the crosswalks, sidewalks and pedestrian infrastructure is under their jurisdiction.

An update was provided regarding the status of the County Cycling Strategy. Input is still being collected from the public, local officials and other agencies. Preferred cycling routes will be evaluated and types of cycling facilities best suited for those routes will be recommended. A long term implementation plan, including budget estimates, is planned to be presented to County Council later this year.

Mr. Traini then provided data from the Bridge Study. North Middlesex has 75 structures. The most concerning data is the wave of infrastructure needs coming as the majority of structures constructed in the County is in the timeframe of 1960-1969. Data within the study is still being refined however it appears that 2031-2041 timeframe will require significant infrastructure replacement. The estimated costs in 2016 dollars is \$151 million dollars for the major rehabilitation projects. The data that has been collected during this study will be compiled in Municipal Data Works and access will be provided to all municipalities in the County to assist in asset management of bridges.

Mr. Traini also advised Council that bridge inspection services by County technical staff have been offered potentially beginning in 2019 or 2020.

Cr. Moir asked the Engineer about the new prototype bridge construction used on Highbury and Highway 7. Mr. Traini gave a brief description of that process and confirmed that it has successfully met all expectations.

Council thanked Mr. Traini for attending and providing these important updates.

7. DEPARTMENTAL REPORTS

a. Deputy Treasurer – 3rd Quarter Budget Variance

MOTION #310/2017

ROPP/MCLINCHEY: That the budget variance analysis to September 30, 2017 be accepted by council for information purposes. _____ CARRIED

b. CAO/Director of Finance(Treasurer) Monthly Update

MOTION #311/2017

MOIR/NICHOL: That Council receives the Finance and Administration Monthly Update – October 2017 Report, as information only. _____ CARRIED

c. Deputy CAO/Director of Operations

Municipal Drain Maintenance – Results of two separate projects

MOTION #312/2017

MOIR/MCLINCHEY: That Council approved the recommendation to award the municipal drain maintenance to J&L Henderson Limited for various municipal drain maintenance work (See report for full disclosure of work to be performed__ CARRIED

Amended Dog Control By-law –Working Dogs

MOTION #313/2017

MOIR/MCLINCHEY: That Council accepts and approves the changes laid out in the report whereby updating the Dog Control By-law #10 of 2010. _____ CARRIED

Quote Results on Fencing for Parkhill Sportsfield

MOTION #314/2017

ROPP/MCLINCHEY: That Council accepts the quote from Simpson Fencing's in the amount of \$11,423.79 (including HST);
and that Council authorizes staff to purchase an additional bottom rail at a cost of \$1,499.73. _____ CARRIED

Quote Results on LED Lighting Retrofit

MOTION #315/2017

MCLINCHEY/NICHOL: That Council accepts the quote from Fred Towes Electric in the amount of \$12,105.41 (including HST) to complete the lighting and retrofitting works at the North Middlesex Arena;

And that Council authorize staff to purchase an additional 72 dozen T8 LED Lamps at a cost of \$9,072.00 to light/replace the Ailsa Craig Recreation Centre and the North Middlesex Community Centre lighting. _____ CARRIED

Request for Improvement to Campbell Drainage Works 1965

MOTION #316/2017

HEMMING/CORNELISSEN: That Council appoint R. Dobbin Engineering Inc. to complete a new report for the Campbell Drain under section 78 of the *Drainage Act*, 1990. _____ CARRIED

d. Clerk – Proposed Schedule of Council Meeting Dates for 2018

MOTION #317/2017

MCLINCHEY/NICHOL: That the 2018 Council Meeting Schedule report be received;

And that the attached schedule is hereby adopted by Council for 2018__CARRIED

8. PASSING OF ACCOUNTS

a.Compilation of Accounts to October 12, 2017

MOTION #318/2017

CORNELISSEN/MOIR: That the following bills and accounts be approve for payment:

General Cheques \$328,944.68

General Direct Deposit \$187,629.53 _____ CARRIED

9. COMMITTEE REPORTS

a.North Middlesex Community Policing Committee July 4 and Sept 5 minutes
(action: receive and file)

b.ABCA

Deputy Mayor Ropp advised that at the last meeting, the Board was presented with the preliminary budget. At the present time it indicates a 4.17% increase. The assessment within North Middlesex has increased and therefore the impact at this point to the Municipality would be 6.4% increase. Deputy Mayor Ropp further

advised that conservation staff have been asked to continue working on another draft and further updates will be provided throughout the process.

c. Local School Advisory Committee

Councillor McLinchey reminded Council of the Rural Symposium scheduled for October 21 at 9:00 a.m. at the North Middlesex Community Centre in Parkhill. There are two scheduled speakers: Bill Irwin and Pamela Ropp. All members of Council were encouraged to attend.

10. CORRESPONDENCE

a. Municipality of East Ferris – Motion support regarding tax changes to small business

MOTION #319/2017

HEMMING/MCLINCHEY: That the Council of the Municipality of North Middlesex hereby supports the motion from the Municipality of East Ferris regarding the proposed tax changes that would affect small business as follows:

“ That Council for the Municipality of East Ferris endorses the letter prepared by the East Ferris Economic Development Committee to forward to Anthony Rota, M.P.; And further that this letter be circulated to Ontario Municipalities, AMO, ROMA, OGRA, FONOM and the North Bay Chamber of Commerce” _____ CARRIED

b. Thank you Card from Sherry Maguire
(action: receive and file)

c. County of Middlesex – Notice of Decision Official Plan Amendment 10 to North Middlesex Official – applicant Sunnybrook Management Co. Parkhill
(action: receive and file – appeal period ends October 31, 2017)

11. OTHER AND URGENT BUSINESS

a. Appointment of Finance Committee

In preparation for the upcoming 2018 draft operations and capital budget discussions, CAO/Director of Finance, Nandini Syed, and Mayor Shipway requested Council appointment of a Finance Committee. Ms. Syed reminded Council that this was discussed earlier during the finalization of the 2017 budget.

MOTION #320/2017

NICHOL/MOIR: That the following members be appointed as the Finance Committee:

Mayor Shipway, Deputy Mayor Ropp and Councillor Cornelissen _____ CARRIED

b. Proposed Minor Amendments to Fees and Charges By-law

Deputy CAO/Director of Operations provided Council with a verbal update on some minor changes for consideration by Council. The following amendments were proposed:

Section 1.17 – inserting Household Waste Fees (approved by Motion #225/2017 July 12, 2017)

Section 5.3.2 – remove in its entirety (determined not applicable)

Section 5.6 – new (Plot Location Marking fee for Monument Company \$85.75 (includes HST and per Cemetery – Maximum 4 markings)

Section 10.1 – Minor Variance Application Fee reduction to \$600.00

MOTION #321/2017

MOIR/MCLINCHEY: That the suggested amendments be approved as presented. ____

____ CARRIED

c. Disposition of two requests for reduction or waiving of fee for minor variance applications:

Shari Philips

James & Sheila Phipps

MOTION #322/2017

ROPP/NICHOL: That Council waive fees for the minor variance applications for these applicants due to accessibility issues associated with each request. _____ CARRIED

12. COMMUNICATIONS (including County Council Meeting Report)

Deputy Mayor Ropp advised that the County is constructing a salt shed at Hwy 22 and Centre Road. The SWIFT broadband matter is still tabled at this time with no decision. The other matter was crosswalks and this was already covered in the earlier delegation from Chris Traini.

Councillor Nichol requested staff to obtain costs for rental or purchase of a speed limit sign that could be used in Ailsa Craig to try and create awareness to reduce the speed that vehicles are travelling through the village.

Councillor Hemming suggested that reducing speed in school zones should also be considered.

Mr. Graham replied that he would put together this information in a report for council.

Councillor Cornelissen inquired into the format for the upcoming open house and asked whether there would be an opportunity for questions from the public.

Ms. Syed replied that this would be accommodated within the current agenda format.

13. CLOSED MEETING (under Section 239 of the *Municipal Act*)

MOTION #323/2017

ROPP/MOIR: That the Regular Meeting adjourn to Closed Meeting at 8:50 p.m. for the purpose of receiving information under the following permitted exception:

Education or Training – Administration _____ CARRIED

14. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

MOTION #324/2017

MOIR/MCLINCHEY: That the Closed Meeting adjourn and return to Regular Meeting at 9:10 p.m. with no recommendations _____ CARRIED

15. READING OF THE BY-LAWS

- a. By-law #63 of 2017 – Roelands Drain (1st and 2nd reading)
- b. By-law #64 of 2017 – Fees and Charges By-law
- c. By-law #65 of 2017 – Confirming By-law

MOTION #325/2017

MCLINCHEY/MOIR: That By-laws #63,64,65 of 2017 be read a first and second time
_____ CARRIED

MOTION #326/2017

HEMMING/NICHOL: That by-laws #64 and 65 of 2017 be read a third and final time
_____ CARRIED

16. ADJOURNMENT

MOTION #327/2017

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

MAYOR

CLERK