



MUNICIPALITY OF NORTH MIDDLESEX REGULAR MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on Wednesday October 21, 2015 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

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 at this time

4. MINUTES OF PREVIOUS MEETING

a. Regular Meeting Minutes from October 7, 2015

MOTION #295/2015

CORNELISSEN/MOIR: That the regular meeting minutes dated October 7, 2015 be hereby accepted as presented.

CARRIED

5. PUBLIC MEETING

None

6. DELEGATIONS

8:00 p.m. Charlene McNair and Trevor Moore attended Council to present fundraising proceeds which are earmarked for the shade structure at the Ailsa Craig Community Park. A cheque was presented from the street dance event in the amount of \$5,896.64. A commitment of \$10,000 (in total) over a three year period from Women on a Mission with an initial cheque of \$1,000.00 was also provided. In addition a presentation was made from the Girl Guides of Ailsa Craig for a tree they wish to donate to the park and from proceeds with bake sales they are working towards donating a bench as well.

Council congratulated all the groups for their exceptional fundraising efforts. It is very much appreciated.

7. PASSING OF ACCOUNTS

a.Report on the compilation of bills and accounts for the period to October 15, 2015

Several questions were asked by Council including how canteen revenue and expenses are represented within the general budget, status of implementing a Purchase Order policy, costs for the Volvo repairs and lumber purchases.

MOTION #296/2015

ROPP/MCLINCHEY: That the following bills and accounts be approved for payment:

General	\$406,989.57
Cemetery	\$ 3,800.00
Ont Hydro	\$ 1,309.54
OCWA	\$ 52,523.70

CARRIED

8. DEPARTMENTAL REPORTS

- a) Report from Clerk – 3rd quarter update on administration activities

MOTION #297/2015

MOIR/HEMMING: That the administration third quarter report be received and filed by Council.

CARRIED

- b) Report from Clerk – Cleaning contract extension for Ailsa Craig library and public washrooms.

MOTION #298/2015

MCLINCHEY/NICHOL: That the report regarding the cleaning contract for the Ailsa Craig Library and public washrooms be received;

And further that the Mayor and Clerk be authorized to enter into the extension agreement until July 31, 2016.

CARRIED

Mr. Nickles was asked to relay concerns that have been received about daily inspections and cleaning at this facility.

- c) Report from Drainage Superintendent – to accept petition for the Mackey Drain-Branch B

MOTION #299/2015

CORNELISSEN/HEMMING: That Council accept the petition for the Mackey Drain Branch B 1988 under Section 74 of the *Drainage Act*.

CARRIED

- d) Report from Clerk and Drainage Manager – progress report on site plan application - 2131 Elliot Drive

MOTION #300/2015

CORNELISSEN/MOIR: That the staff report regarding the site plan progress for the property at 2131 Elliot Drive be received by Council;

That Council direct staff to proceed with the necessary paperwork in order for the easement for the municipal drain to be registered on title at the appropriate time as the project progresses;

And further that Council authorizes the \$4,000.00 expenditure as the work will benefit the Municipality;

And further that staff be directed to instruct the municipal lawyer to prepare the necessary encroachment agreement to be registered on title at no cost to the municipality.

CARRIED

e) Report from Drainage Superintendent – 2014 municipal drain maintenance billings

MOTION #301/2015

MCLINCHEY/ROPP: That council approves the By-laws to permit the Treasurer to proceed with the billing of the assessed property owners for maintenance work completed on the Municipal Drains.

CARRIED

f) Report from Recreation/Facilities Manager – Ailsa Craig Ball lights

MOTION #302/2015

ROPP/HEMMING: That Council approves the estimated cost to have the wiring replaced and is part of the Ailsa Craig Park upgrade

CARRIED

g) Report from Recreation/Facilities Manager – Quarterly progress report

Council expressed that they would like a financial report that shows revenue and expenses more frequently (ie: Canteen). It was suggested that this could occur bi-monthly through the Finance Dept. Also, it was suggested that advertising should be considered to try and encourage more ice rentals as well as promoting all our facilities availability. Frequency of outdoor maintenance at the Shared Services Building was also discussed.

MOTION #303/2015

CORNELISSEN/MCLINCHEY: That Council concurred that the sign style preference for the Elginfield Road/McLeod Street entrance be single pedestal with the rounded corners.

CARRIED

MOTION #304/2015

ROPP/NICHOL: That Council receive and file the Quarterly 2015 Report from the Recreation/Facilities Department as submitted.

CARRIED

h) Report from Recreation/Facilities Manager – Former Service Ontario Building

After some discussion on the project, the following motion was then introduced:

MOTION #305/2015

MOIR/CORNELISSEN: That a decision be deferred until further input is received which is to include: staff contacting three local contractors and obtaining a cost per hour plus time and materials for renovations. Also, a drainage repair plan with estimated cost should be included within this report.

CARRIED

i) Report from Chief Building Official and By-law Officer – request for additional vehicle

After some discussion on the request the following motion was introduced:

MOTION #306/2015

ROPP/CORNELISSEN: That the vehicle purchase is delayed for the winter and that staff utilize existing vehicles within departments at this time.

CARRIED

j) Report from C.A.O. Marsha Paley – Landscape design for Shared Services building

It was suggested that the landscape design be put on display for public viewing.

After some further discussion on this project the following motion was introduced:

MOTION #307/2015

HEMMING/MCLINCHEY: That staff be authorized to proceed with the prep work in 2015; and that staff inquire into the cost for stamped concrete versus the tumbled paver surface noted in the plan.

CARRIED

k) Report from C.A.O. Marsha Paley – Council Grant Assistance and Community Development.

MOTION #308/2015

CORNELISSEN/MCLINCHEY: That Council receive the final Community Development Fund Program follow-up report with policy;

And further that the draft by-law, in Attachment 1, to be considered for all three readings on the November 4th, 2015 agenda;

And further that staff be directed to commence immediately with advertising the new program as outlined within the policy and procedures as approved to ensure applications are received by November 30, 2015.

CARRIED

I) Additional Report: Report from Drainage and Public Works Managers – Municipal Contributions to Road Crossings for Drainage

MOTION #309/2015

HEMMING/NICHOL: That Council continue to allow the Public Works Manager and the Drainage Superintendent to review the Road Allowance Work Permit Applications and Municipal Drain repair requests on an individual basis and to determine their specific budgetary needs; And further that a written policy be prepared on the process and procedures for completing a Road Allowance Work Permit Application or to make a request for a Municipal Drain repair and when a municipal contribution will be made.

CARRIED

9. COMMITTEE REPORTS

None at this time

10. CORRESPONDENCE

a) Thank you card from Fair Ambassador S. Willemse
(action: receive and file)

b) Request from Barn Quilt Steering Committee – looking for Main Street location for placement of quilt block.

MOTION #310/2015

MCLINCHEY/NICHOL: That Council approve the request and direct staff to find a suitable location.

CARRIED

c) Request for resolution support from Municipality of Greenstone for Bill 100 – Supporting Ontario Trails Act.

MOTION#311/2015

NICHOL/ROPP: That the Council of the Municipality of North Middlesex hereby supports the Municipality of Greenstone as follows:

“Whereas Bill 100 Supporting the Ontario Trails Act has the following purpose:

1. To increase awareness about and encourage the use of trails.
2. To enhance trails and the trail experience
3. To protect trails for today’s generation and future generations
4. To recognize the contribution that trails make to quality of life in Ontario.

And Whereas the Association of Municipalities of Ontario has had input into this Bill looking out for municipal interests;

And whereas the Bill includes stronger penalties for property damage and trespassing to discourage such actions;

And whereas the Bill will be asking for best practices to be created and will have participation in these practices be voluntary THEREFORE not creating undue hardship on the Municipality;

NOW THEREFORE LET IT BE RESOLVED THAT the Municipality of Greenstone supports the overall direction Bill 100 Supporting the Ontario Trails Act

AND FURTHER LET IT BE RESOLVED THAT the Municipality of Greenstone encourages the government to continue to work with stakeholder such as NOMA, ROMA, and the OFA to enhance the liability and trespass provisions of the Bill.”

CARRIED

d) ABCA Minutes and GM Report
(Action: Receive and File)

e) Town of Parry Sound – Challenge to Municipalities to donate through AMO for Lifeline Syria
(Action: Receive and File)

f) Thank you card from D. Dales and D. Noel, Year 2 and Year 3 Proficiency Award
(Action: Receive and File)

MOTION #312/2015

NICHOL/MOIR: That the correspondence package a-f, with actions as amended, be accepted.

CARRIED

11. OTHER BUSINESS

Councillor Moir inquired about a request from All Seasons Maintenance pertaining to the existing compost site. It was relayed that Mr. Sadler was looking for an extension for the decommissioning date until May 31, 2016, at his current location.

It was suggested that a meeting be set with all applicable parties to confirm what is occurring at the existing site and off site at is other property in Parkhill.

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

MOTION #313/2015

ROPP/NICHOL: That regular meeting adjourn to Closed Meeting at 9:40 p.m. for the following purpose:

- a) Personal matters about an identifiable individual including municipal or local board employees – staffing matters
- b) A proposed or pending acquisition or disposition of land by the municipality – North Middlesex Medical Centre.

CARRIED

13. RISE AND REPORT

Council rose from the Closed Meeting at 10:05 p.m. with the following recommendations:

MOTION #314/2015

ROPP/MOIR: That staff be directed to offer full time employment to an individual for the Public Works Department.

CARRIED

MOTION #315/2015

ROPP/MOIR: That staff be directed to proceed with an offer for the winter seasonal contract with the recommended individual.

CARRIED

MOTION #316/2015

NICHOL/CORNELISSEN: That the CAO, Marsha Paley, be directed to extend a 6 month contract within the Finance Department.

CARRIED

14. READING OF BY-LAWS

- a) By-law #67 of 2015 – A by-law to authorize an agreement between Rob Williams and the Municipality
- b) By-law #68 of 2015 – Cadman-Schepers Drain
- c) By-law #69 of 2015 – Campbell Drainage Works 1965
- d) By-law #70 of 2015 – Mathers Drainage Works 1969
- e) By-law #71 of 2015 – McCallum-Orr Drain
- f) By-law #72 of 2015 – McRae-Pedlar Drain Extension
- g) By-law #73 of 2015 – Nichol Drain Extension 1971
- h) By-law #74 of 2015 – Schenning Drain
- i) By-law #75 of 2015 – Scott Drain
- j) By-law #76 of 2015 – Stebbins Drainage Works – Drain B
- k) By-law #77 of 2015 – Vernon Branch Extension of Stebbins Drainage Works
- l) By-law #78 of 2015 – Confirming By-law

MOTION #317/2015

MCLINCHEY/MOIR: That By-laws #68-78 of 2015 be read a first and second time.

CARRIED

MOTION #318/2015

NICHOL/HEMMING: That By-laws #68-78 of 2015 be read a third time and finally passed.

CARRIED

15. ADJOURNMENT

MOTION #319/2015

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

MAYOR

CLERK