



MUNICIPALITY OF NORTH MIDDLESEX

REGULAR MEETING MINUTES

The Regular Meeting of the Council of the Municipality of North Middlesex was held on December 19, 2018 in the Council Chambers, Shared Services Centre, 229 Parkhill Main Street, Parkhill with a quorum present.

1. CALL TO ORDER

Mayor Ropp called the meeting to order at 7:00 p.m. Court of Revisions was held at 6:45 p.m.

2. ROLL CALL

Mayor Brian Ropp
Deputy Mayor Adrian Cornelissen
Councillor Ward One – Doreen McLinchey
Councillor Ward Two – Joan Nichol
Councillor Ward Three – Gord Moir
Councillor Ward Four – John Keogh
Councillor Ward Five – Andrew Hemming
CAO/Director of Finance (Treasurer) – Nandini Syed
Deputy CAO/Director of Operations – Jonathon Graham
Director of Economic Development and Community Services – Justin Dias
Director of Emergency and Safety Services – William Davidson
Clerk Jackie Tiedeman
Infrastructure Supervisor – Jonathan Lampman
Manager of Finances/Deputy Treasurer – Dani Johnston

3. DISCLOSURE OF PECUNIARY INTEREST

No pecuniary interest was presented and declared

4. MINUTES OF PREVIOUS MEETINGS

It was noted that the minutes uploaded to the agenda referenced the date December 3 and should be December 5th for the Inaugural Meeting.

MOTION #290/2018

MOIR/MCLINCHEY: That the November 28 Special Meeting Minutes, December 5 Inaugural Meeting Minutes and December 12, 2018 Special Meeting Minutes be accepted as presented.

CARRIED

5. PUBLIC MEETINGS

6:45 p.m. See separate minutes for Court of Revision Meeting

MOTION #291/2018

HEMMING/CORNELISSEN: That Regular Meeting adjourn to Committee of Adjustment to consider a planning application at 7:03 p.m.

CARRIED

Separate minutes for Committee of Adjustment and Public Meeting

The Regular Meeting reconvened at 7:20 P.M. following the planning portion of the agenda

Additional Planning Item

Planner Christie Kent brought forth a letter from Mark Stone, Agent for the owner/tenant of 4378 McGillivray Drive requesting consideration of a partial refund of a planning application fee. Mrs. Kent explained that under the Fee's and Charges By-law when Mr. Rondeau and Mr. Deeks applied for the Zoning By-law Change it was for a permanent rezoning with a fee of \$1,800.00. The recommendation from the Planner was to approve a Temporary Use By-law which was also approved by Council. The fee associated with this planning application would have been \$900.00

After careful consideration the following motion was introduced

MOTION #292/2018

CORNELISSEN/MCLINCHEY: That Council approve the request for partial refund of the planning application fee (\$900.) associated with 4378 McGillivray Drive.

CARRIED

6. DELEGATION

Jackie Muller and Rod Dupois, from OCWA, presented the Third Quarter Financials for the Wastewater Plant in Ailsa Craig, Parkhill Lagoon and North Middlesex Water System.

7. DEPARTMENTAL REPORTS

- a. Report from Jonathan Lampman, Infrastructure Supervisor - Drinking Water Licence Renewal

Deputy Mayor Cornelissen inquired whether this report was the rate study? Staff responded that this was not the study but rather the Financial forecast.

MOTION #293/2018

MCLINCHEY/NICHOL: That Council receives this report and endorses the Hemson Financial Report and the OCWA QEMS reports (as attached) as part of the 2019 Water License renewal under Section 21 of the Safe Drinking Water Act (The Drinking Water Quality Management Standards DWQMS).

CARRIED

- b. Report from Jonathan Lampman, Infrastructure Supervisor - Final Reading of Vanneste Drain Branch A, D and E By-law

MOTION #294/2018

MOIR/NICHOL: Be it resolved that Council receive the Final Reading of the By-law for the Vanneste Drain Branch A, D and E;

And that the By-law 54 of 2018 for the Vanneste Drain Branch A, D, D be given a third reading and passed.

CARRIED

- c. Report from Jonathan Lampman, Infrastructure Supervisor - Roelands Drain to accept actual cost of construction

MOTION #295/2018

CORNELISSEN/HEMMING: Be it resolved that Council receives the amended By-law #64 of 2018 to reflect the actual construction costs of the Roelands Drain and the assessments listed in the actual cost be levied against the appropriate lands.

CARRIED

- d. Report from Jonathan Lampman, Infrastructure Supervisor - Denfield Water Management Pressure

Several questions were asked by Council and responded to by staff. Council indicated that they would appreciate hearing feedback from the landowners through a staff report when contacted about this matter.

MOTION #296/2018

MOIR/NICHOL: That Council directs staff to undertake the watermain interconnection to the Lucan Biddulph distribution system at an estimated cost of \$313,750.00 x 10% Contingency = \$345,125.00.

CARRIED

- e. Report from Dani Johnston, Manager of Finance/Deputy Treasurer – Property Tax Write-offs

MOTION #297/2018

MCLINCHEY/HEMMING: Be it resolved that the adjustments made to the tax roll thus far for the 2018 tax year be received for information purposes only.

CARRIED

- f. Report from William Davidson, Director of Emergency & Safety Services – Monthly Report (Oct) and Lock Out/Tag Out Policy #2

MOTION #298/2018

CORNELISSEN/NICHOL: Be it resolved that the report titled “Emergency and Safety Services October 2018 Report be received and file for informational purposes as presented and;

Be it further resolved that Council approve the Draft Lockout/Tagout Policy #2 as attached in Appendix A and the existing Policy #2 be repealed

CARRIED

- g. Report from Justin Dias, Director of Economic Development & Community Services – Monthly Report (Dec)

Deputy Mayor Cornelissen inquired in to the status of the funding agreement for the transportation system study. Mr. Dias replied that there has been no movement on this project. Mayor Ropp commented that the County has not heard anymore either.

MOTION #299/2018

MCLINCHEY/MOIR: Be it resolved that Council receive and file the Economic Development and Community Services Monthly Operational Report for December 2018.

CARRIED

- h. Report from Jonathon Graham, Deputy CAO/Director of Operations – Encroachment By-law

Deputy Mayor Cornelissen inquired whether this encroachment included the agricultural sector and if so, how would the road allowance be maintained and enforced?

Mr. Graham replied that in the agricultural area, the sight lines are the biggest issue as the crops keep extending out further over time. The enforcement will be through the Public Works Manager as well as through public education in By-Law Enforcement.

MOTION #300/2018

CORNELISSEN/HEMMING: That Council accepts this Encroachment By-law report for consideration;

And further that Council opens the proposed Encroachment By-law for public review period of forty (40) days.

CARRIED

- i. Report from Jonathon Graham, Deputy CAO/Director of Operations – Tender Results for Gravel, Calcium and Salt Brine

Deputy CAO/Director of Operations, Jonathon Graham, provided a clarification memo to Council that corrected the 2019 Per Unit Tender Price (including HST). He advised that this correction does not impact the recommendation that was provided on the report.

Questions were asked about quality control of product as well as preparation of the surface prior to receiving gravel.

Mayor Ropp advised that staff could perhaps elaborate these issues of operations through a report in the future.

MOTION #301/2018

HEMMING/NICHOL: That Council awards the 2019 Gravel Tender to E&W Blane Trucking for the quantity of 75,000 tonnes (+/-) in the amount of \$1,245,750;

And that Council awards the 2019 Calcium Chloride Tender to 552976 Ontario Limited c/o Cliff Holland for the quantity of 420 flake tonne (+/-) in the amount of \$93,496.20;

And that Council awards the 2019 Salt Brine Tender to 552976 Ontario Limited c/o Cliff Holland for the quantity of 2,400 cm³ (+/-) in the amount of \$102,384.00;

And that further Council direct staff to budget 2019's gravel consumption at 56,100 tonne (+/-) within general operations at a total cost of \$825,000; being of account #01-3112-3041 Material Purchased – Gravelling”

CARRIED

- j. Report from Jonathon Graham, Deputy CAO/Director of Operations – 2018 Transfer Station Report

MOTION #302/2018

CORNELISSEN/MOIR: That council approve the revised 2019 Transfer Station Schedule as per the attached Appendix 2; and

Further that the schedule be posted on the Municipality's website and made available at the Municipal Office for pick up; and

That Council receives the balance of this report as information only.

CARRIED

- k. Report from Jackie Tiedeman, Clerk – 2018 Election Accessibility Compliance Report

MOTION#303/2018

MOIR/HEMMING: That the report entitled “2018 Election Accessibility Compliance Report” be received and that staff be directed to post on the municipal website as well as within the Municipal Office which will be available to the general public.

CARRIED

- l. Report from Jackie Tiedeman, Clerk – Quarterly Administration Update

MOTION #304/2018

MCLINCHEY/NICHOL: Be it resolved that the report entitled “Quarterly Administration Update” be received for information purposes.

CARRIED

- m. Report from Jackie Tiedeman, Clerk – Renewal of Retainer for a Closed Meeting Investigator for 2019

MOTION #305/2018

CORNELISSEN/HEMMING: That the report entitled “Renewal of Retainer for a Closed Meeting Investigator for 2019 be received; and
That the renewal invoice for the retainer of the Closed Meeting Investigator be hereby approved.

CARRIED

- n. Report from Jackie Tiedeman, Clerk – Extension of Appointment for Integrity Commissioner

MOTION #306/2018

MCLINCHEY/KEOGH: That the report entitled “Extension of Agreement to appoint an Integrity Commissioner for 2019 be received; and

That the Mayor and Clerk be authorized to sign the extension agreement with Gregory Stewart for 2019.

CARRIED

- o. Report from Nandini Syed, CAO/Director of Finance (Treasurer) – Special Report – Cannabis OPT IN/OUT – Council Consideration ** updated Dec 18

CAO, Nandini Syed, provided an overview of her report which included an addendum to her report containing the additional information received from the Province on December 14, 2018 that announced that due to the shortage in supply of cannabis products that Ontario will be taking steps to ensure that private cannabis retail stores open in phases. In the initial phase up to 25 licences will be issued so operators can open for business on April 1, 2019 and stay open. To ensure a fair and transparent process, the AGCO will implement a lottery system to determine who is eligible for the initial licences to legally operate a store in Ontario. Information sources indicate these store will be in the greater GTA initially and then other Ontario cities. It is not anticipated that smaller centres will see any retail stores for a couple of years. The additional financial benefit to Municipalities, over the \$5,000 initial grant, will only be available if the Municipality choses to Opt In prior to the January 22, 2019 deadline. It was also acknowledged that individuals can already order on-line cannabis products with delivery within the municipalities without a retail store.

After considerable discussion on the matter, the following motion was brought forward for consideration.

MOTION #307/2018

NICHOL/MOIR: Be it resolved that Council receives this special report from the CAO pertaining to relevant information around Cannabis Opt In/Out consideration. A decision is due by January 22, 2019 in writing to Alcohol and Gaming Commission of Ontario (AGCO).

Be it further resolved that the decision of Council is to Opt In to allow retail cannabis sales in North Middlesex.

CARRIED

8. PASSING OF ACCOUNTS

Compilation of accounts from November 30 to December 12, 2018 in the amount of \$886,283.40

MOTION #308/2018

MCLINCHEY/MOIR: Be it resolved that the following Bills and Accounts be approved for payment in the amount of \$886,283.40

General Cheques	\$750,498.22
Direct Deposit	\$83,718.03
On-line/PAP	\$52,067.15

CARRIED

9. COMMITTEE REPORTS

- a. Blue Water Recycling Association – November 2018
(action: receive and file)
- b. Policies Committee – July 19, 2018 Minutes
(action: receive and file)
- c. Hydro Proceeds Committee – September 11 minutes (receive and file) and recommendations from Nov .27th meeting

MOTION #309/2018

NICHOL/MCLINCHEY: That the following recommendations be approved:

- 1. That \$1,200.00 be allocated to the Parkhill Horticultural Society to assist with the preservation of the of the heritage tree located in Coronation Park
- 2. That staff accept the proposal from Classic Displays for purchase of the 21 illuminated Pole Mount Snowflake decorations at \$30,977.73 with the remaining funds from the \$35,000.00 allocation be kept for any future maintenance and repairs to the lights.

3. That staff arrange for purchase and installation of PA system upgrades and a video projection system to the North Middlesex Community Centre upon receiving three competitive quotes up to a maximum of \$15,000

4. That having fulfilled their purpose, that the Parkhill Hydro Proceeds Committee disband with the final minutes to be circulated via email and forwarded to council.

CARRIED

10. CORRESPONDENCE

- a. Thank you card – Proficiency Award M. Dales
(action: receive and file)
- b. Minister of MMAH, Steve Clark, Municipal Reporting Burden
(action: receive and file)
- c. Friends of the Carnegie Library – Update on use of Hydro Proceeds grant
(action: receive and file)
- d. Town of Kearny- resolution endorsement regarding the Voters List

MOTION #310/2018

CORNELISSEN/NICHOL: That the Council of the Municipality of North Middlesex hereby supports the resolution from the Town of Kearny regarding the creation, maintenance and general quality of the Municipal Voters List as follows:

“Whereas concern over the quality of the Municipal Voters List is not a new phenomenon;

And whereas in 2012, the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) published a Voters List Position Paper and since that time has been advocating for transformational changes to the way that Ontario creates and maintains the Voters List for municipal elections;

And whereas the Preliminary List of Electors which forms the Voters List in Ontario is supplied by data from Municipal Property Assessment Corporation (MPAC);

And whereas despite the incremental changes made by MPAC, MPAC has a limited ability to fix the currency and accuracy issues that impairs the current process and the Voters List continues to be flawed with data inaccuracies and outdated information:

And whereas a transformational solution to the way that the Voters List is created and managed is required;

Now therefore be it resolved that the Council of the Corporation of the Town of Kearney supports the re-establishment of the multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC and Elections Ontario

in exploring and identifying ways to create and maintain the Voters List for Municipal Elections

And further Council requests an update be provided from this 'Voters' List Working Group' on the transformational solutions being discussed;

and further that this resolution be circulated to all Ontario Municipalities for their consideration and support.

CARRIED

- e. NM Policing Committee – minutes from Sept and Nov meetings
(action: receive and file)

MOTION #311/2018

HEMMING/KEOGH: That the correspondence package a-e be approved with actions as noted.

CARRIED

11. OTHER OR URGENT BUSINESS

a. Verbal update from Deputy CAO/Director of Operations – update on renewal agreements/leases for Ailsa Craig Playschool and Drs. Furtado and Wagner – Ailsa Craig Medical Centre. This will be a two year term at the request of the tenants.

b. Appointment of Alternate representative to Board of Management of the Lake Huron Water Supply System

MOTION #312/2018

KEOGH/CORNELISSEN: That Cr. John Keogh be appointed as the Alternate Member to the Board of Management of the Lake Huron Water Supply System and that Schedule A to By-law 62 of 2018 be hereby amended.

CARRIED

Deputy Mayor Cornelissen requested that he would like to see a report from staff on the possibility to have the library open during inclement weather or power outages for ratepayers.

Mayor Ropp advised Council that he would like to look into implementing a Youth Recognition Award for individuals that achieve a Provincial standing through various avenues. His vision for this award may be in the form of a municipal ring. The CAO will

work with the Mayor to develop a draft outline for such an award for council consideration.

12. COMMUNICATIONS

Deputy Mayor Cornelissen reported on this first County Council Meeting which included the appointments to various committees.

Cr. McLinchey extended her congratulations to the new Warden, Kurtis Smith, Adelaide-Metcalf.

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

None

14. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

None

15. READING OF BY-LAWS

By-Law #54 of 2018 Vanneste Drain (3rd reading)

By-Law #64 of 2018 Roelands Drain

By-law #65 of 2018 Authorize extension agreement with Gregory Stewart appointment as Integrity Commissioner

By-law #66 of 2018 Indemnification for Members of Council

By-law #67 of 2018 Indemnification for Employees

By-law #68 of 2018 Council Remuneration

By-law #69 of 2018 Authorize rental agreement with Ailsa Craig Playschool Inc

By-law #70 of 2018 Authorize rental agreement with Dr. Furtado and Dr. Wagner, Ailsa Craig Medical Centre

By-law #71 of 2018 Confirming By-law

By-law #72 of 2018 Temporary Zoning By-law 33382 Bullock Road

MOTION #313/2018

NICHOL/MOIR: That By-Law #64-72 of 2018 be read a first and second time.

CARRIED

Mayor Ropp then opened the By-laws up for any questions from Council or debate prior to the third and final reading.

MOTION #314/2018

HEMMING/KEOGH: That staff be directed to prepare a report on options for an adjustment to council remuneration in order to maintain the same net pay as the 1/3 tax exemption is no longer applicable.

CARRIED

MOTION #315/2018

CORNELISSEN/MCLINCHEY: That By-law #54,64-72 of 2018 be read a third and final time.

CARRIED

16. ADJOURNMENT

MOTION #316/2018

MOIR/HEMMING: That the meeting adjourn at 9:10 p.m.

CARRIED

MAYOR

CLERK