

MINUTES  
NEWBURY MUNICIPAL COUNCIL  
Monday, December 12<sup>th</sup>, 2016  
Following the Committee of Adjustment Meeting  
6:10 p.m.



MEMBERS PRESENT: Reeve Diane Brewer and Councillors, Chris Degraw, Abe Van Der Wyngaard, Ron Challis and Mike Noe

MEMBERS ABSENT:

OTHERS PRESENT:

STAFF PRESENT: Betty D. Gordon, Clerk-Treasurer

ALSO PRESENT: Fire Chief Chad Trethewey

Reeve Diane Brewer called the meeting to order at 6:10 p.m.

**1. DECLARATION OF PECUNIARY INTEREST:**

Mike Noe declared a pecuniary interest in number 8.28.7 and 8.28.37.

**2. DELEGATIONS:**

**WATER:**

1. Response from SWM re: water agreement. (cc. Council)

Council discussed the response from SWM and reviewed the draft agreement noting some changes.

2. DWQMS review

- (a) Review Nov. 21<sup>st</sup>, Management meeting minutes. (cc. Council)

A copy of the Nov. 21<sup>st</sup>, management meeting minutes was copied to Council and included in their council agenda package. DWQMS representative and Top Management, Betty D. Gordon reviewed with Council, the owners of the Newbury water system, the management meeting minutes from Nov. 21<sup>st</sup>. During the management meeting Kelly Moore, Newbury's ORO and Betty reviewed Ele. # 7, the Nov. 2<sup>nd</sup>, Internal audit, the next mock emergency exercise, the hydrant maintenance that was done by OCWA in the summer, the flow testing and coding that was done on each

hydrant, the new service rods and boxes that will be replaced on Durham St. and the next 10 that will be done in 2017, the main meter being calibrated, and then Kelly trained Betty on operation checks as per Betty's Conditional Class 1 certificate and the Watermain Disinfection was also discussed.

- (b) Review of the Roles, Responsibilities. (cc. Council)

A copy of Element 9 – Organizational Structure, Roles, Responsibilities and Authorities was given to Council in their agenda package. Betty read aloud everyone's roles.

- (c) Mock Exercise – adverse water sample. (cc. Council)

Betty chose adverse water sample as the mock exercise because this could be a most likely emergency to occur.

A questionnaire was given to Council in their agenda package so that they could be prepared for the exercise and would give them the opportunity to review their own operations manual to find the answers. Each item on the questionnaire was discussed and copies of 16.a "Policy for Adverse" and as well the Notice of Adverse Test Results form and info from MOECC was given to Council to include in their manual.

Moved By: Chris Degraw

Seconded By: Ron Challis

"THAT Council accept the management meeting minutes from Nov. 2<sup>nd</sup> and the review of Element 9 and the mock exercise on the adverse water sample."

Carried

3. Water leak at 22789 Hagerty Road, curb stop locate error.

The curb stop was located where Randy and Kelly thought it should be but later found out that there is no regular curb stop for that location. The line runs under the road and on the other side is a six-inch gate valve that will shut off the water for this property. This information was highlighted on the engineer's drawings for future use. The Clerk was asked to contact Spriet Associates for their comments on the gate valve versus a regular curb stop.

4. 2 readout wire errors were scheduled for repair

#### **SEWER:**

1. The TSSA variance application has been sent in. TSSA technician notified Scott Tupholme of Poleair that prior to any variance being given, the damper had to be in working order. Alberts Generator was in and replaced the motor. Scott was asked to come back and inspect the dampers.

#### **DRAINAGE:**

**FIRE:** Fire Chief Chad Trethewey.

- Monthly training records were received
- Quote for tarring the fire hall roof
- Laundry tubs and leftover fireworks at the Village shed
- Two office water audits have concerns that the fire department has not recorded opening any fire hydrants since Feb. 5<sup>th</sup>, 2015.
- Perth Communications recommendation for portable radios. (cc. Council) Council authorized Chad to order 5 radios.

**BY-LAW ENFORCEMENT:**

By-law Enforcement Report as per hours submitted. (cc. Council). Council asked if the By-law Officer was inspecting 56 Broadway.

**CHIEF BUILDING OFFICIAL:**

Report provided as per hours submitted. (cc. Council)

**3. COUNCIL MINUTES:**

Council minutes of the regular Council meeting held on November 14<sup>th</sup>, 2016.

Moved by: Mike Noe

Seconded by: Ron Challis

“THAT the minutes from the regular Council meeting held on November 14<sup>th</sup>, 2016, be accepted as presented.”

Carried

**4. BUSINESS ARISING FROM THE MINUTES:**

1. CN has provided a reply regarding the possible sale of their land north of the tracks that runs along Wellington St. The Clerk is waiting for some information from Chatham-Kent (cc. Council)
2. The Clerk provided copies of streetlight hydro bills to Christian Tham to assist in his quote. Councillor Ron asked if Entegrus would give an opinion on the whether or not the Village would save in transportation costs if it switched to LED streetlights.
3. FCHS was invoiced for the sewer call out and has paid the invoice.
4. A laptop has been purchased for the firehall.
5. A letter was sent to the farmer on Elgin Street who is using Newbury's road allowance to enter and exit his property. His lawyer sent a response to Newbury's letter. (cc.

Council) Do you want to go in camera to discuss this issue? The Clerk Treasurer has contacted Chatham-Kent for advice on a similar situation that they dealt with.

Moved By: Mike Noe

Seconded By: Chris Degraw

“THAT the information be forwarded on to the County lawyer for his review.”

Carried

**5. CORRESPONDENCE:**

**INFORMATION ITEM**

1. Municipal World Magazine – December 2016
2. Thank you letter for the donation, from Sheila Graham, Sponsor Coordinator for the Southwest Minor Hockey Association.
3. Notification regarding the 2017 Ontario Municipal Partnership Fund (OMPF). (cc. Council)
4. Copy of a motion from the Township of Georgian Bay wherein it requests the Province to -re-evaluate the structure of hydro in terms of access and delivery and implement structural changes to address the unfair practice of charging more for delivery for rural residents.
5. Copy of a motion from the Township of Georgian Bay wherein it requests the Minister of Education to initiate an immediate moratorium on the Accommodation Review Process until such time a review on what impact school closures have on single-school small rural communities versus the degree of impacts it has on multi-school urban communities.
6. Email from the Honourable Bill Mauro, Minister of Municipal Affairs regarding Bill 68 – Modernizing Ontario’s Municipal Legislation Act, 2016. (cc. Council)
7. Report from Christian Tham regarding LED streetlights. (cc. Council)

**6. ACTION REQUIRED ITEMS:**

1. Additional hydro outlets required at the Newbury library.

Moved By: Ron Challis

Seconded By: Abe Van Der Wyngaard

“THAT additional outlets be installed at the library.”

Carried

2. Randy Vandendriessche, Newbury’s maintenance employee is asking for signs posted at the park stating that the park is closed from dusk until dawn unless there is a special

event.

Council did not authorize posting a sign.

3. Emergency Management Program 2016 Statement of Completion form to be signed by Reeve Diane Brewer.

Moved By: Mike Noe

Seconded By: Abe Van Der Wyngaard

“THAT the Reeve sign the statement of completion.”

Carried

4. Township of Madawaska Valley asking for Council’s support that calls on the Government of Ontario and the Ministry of Housing to halt the down load of enforcement responsibility for residential rental maintenance standards proposed in Schedule 5 of Bill 7 due to the costs associated with the enforcement which has been in the past enforced by the Ministry of Housing.

Moved By: Ron Challis

Seconded By: Chris Degraw

“THAT Council support this resolution.”

Carried

5. Bill Rayburn, County CAO has provided a letter explaining the Planning Services Agreement and as well the agreement for signing. (cc. Council)

Moved By: Mike Noe

Seconded By: Chris Degraw

“THAT the Reeve and Clerk Treasurer sign the agreement.”

Carried

6. North Middlesex asking for Council’s support for their resolution that asks the County of Middlesex to assign a planner now to each municipality to allow adequate time for the planners to work together with ongoing planning matters and that their Mayor, Deputy Mayor and CAO be authorized to enter into negotiations with the County with the goal of obtaining an agreement of services less than the 1.3% of the general levy and that clearly outlines the core services the municipality has been receiving and expects to receive for the levy that will be assessed to the municipality. (cc. Council)

This item was held over from the last meeting. No action taken.

7. By-law 123-16, being a by-law to regulate building in the Village of Newbury was held over until the January Council meeting.

7. **FINANCIAL STATEMENT:**

Moved by: Ron Challis

Seconded by: Mike Noe

“THAT the financial statements be accepted as presented.”

Carried

**8. ACCOUNTS:**

Moved by: Chris Degraw

Seconded by: Ron Challis

“THAT the accounts that total \$48,052.25 accepted as presented and paid in full.”

Carried

**9. (a) NEW & UNFINISHED BUSINESS:**

The office has not received a response from David Foster, Minister of Municipal Affairs and Housing from the letter that was sent to him on July 22, 2016. Monte McNaughton’s office called and said they would investigate.

Wage Review for the Clerk Treasurer, the Chief Building Official, the By-law Enforcement Officer and the Newbury Community Services staff (during a NCS meeting that will follow council).

Moved By: Mike Noe

Seconded By: Abe Van Der Wyngaard

“THAT Council go in camera to discuss employee wage review.”

Carried

Moved By: Mike Noe

Seconded By: Chris Degraw

“THAT Council rise from the in-camera meeting.”

Carried

Move By: Chris Degraw

Seconded By: Ron Challis

“THAT Council accepts the wage review requests with modifications for Newbury Community Services”

Carried

By-law 122-16, being a by-law to appoint Jerry Weerdenburg as Newbury’s Chief Building Official.

Moved By: Mike Noe

Seconded By: Ron Challis

“THAT By-law 122-16, a by-law to appoint Jerry Weerdenburg as Newbury’s Chief Building Official be given first and second reading this 12<sup>th</sup> day of December, 2016.”

Carried

Moved By:

Seconded By:

“THAT By-law 122-16 be given third reading, taken as read, properly signed and sealed, and numbered 122-16, this 12<sup>th</sup> day of December, 2016

By-law 124-16, being a by-law to authorize the Reeve and Clerk Treasurer to execute an agreement with Her Majesty the Queen in Right of Ontario as presented by “Minister of Agriculture, Food and Rural Affairs” for “Ontario Community Infrastructure Fund – Formula Based Component (OCIF

Moved By: Ron Challis

Seconded By: Chris Degraw

“THAT By-law 124-16, be given first and second reading this 12<sup>th</sup> day of December, 2016.”

Carried

Moved By: Mike Noe

Seconded By: Abe Van Der Wyngaard

“THAT By-law 142-16 be given third reading, taken as read, properly signed and sealed, and numbered 124-16, this 12<sup>th</sup> day of December, 2016

#### **9. (b) OTHER BUSINESS:**

1. Each Council member was given the opportunity to bring new business to the table.

The Clerk updated Council on the cost of the Christmas party versus the 2015 party.

2. By-law 124-16, being a by-law to confirm proceedings of the Council of the Village of Newbury.

Moved by: Chris Degraw

Seconded by: Mike Noe

“THAT By-law 124-16, being a by-law to confirm proceedings of the Council of the Village of Newbury is given first and second reading this 12<sup>th</sup> day of December, 2016.”

Carried

Moved by: Ron Challis

Seconded by: Abe Van Der Wyngaard

“THAT By-law 124-16 be given third reading, taken as read, properly signed and sealed, and numbered 124-16, this 12<sup>th</sup> day of December, 2016.”

Carried

#### **10. ADJOURNMENT:**

Moved by: Mike Noe

Seconded by: Chris Degraw

“THAT the meeting be adjourned.”

Carried

The meeting adjourned at 8:40 p.m.

**Upcoming Meetings (unless re-scheduled)**

Regular Council on Monday, January 9<sup>th</sup>, 2016.

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REEVE DIANE BREWER

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CLERK-TREASURER BETTY D. GORDON