

MINUTES
NEWBURY MUNICIPAL COUNCIL
Monday, March 14, 2022
6:00 pm



PRESENT: Reeve Diane Brewer, Councillors Ron Challis, Stacey Goldrick, Mike Noe, and Russ Patton

STAFF PRESENT: Clerk-Treasurer Cathy Case
Fire Chief Chad Trethewey (for part of meeting)

CALL TO ORDER

Reeve Diane Brewer called the meeting to order at 6:00 pm.

Moved By: Councillor Noe

Seconded By: Councillor Goldrick

“THAT Council approve the addition of item 2.1.4 (b) 2021 Schedule 22 Compliance Report and item 9(a).8. Municipal Freedom of Information Request to the agenda for the March 14, 2022 meeting.” – Carried.

1. DECLARATION OF PECUNIARY INTEREST:

The Municipal Conflict of Interest Act requires any member of Council to declare a pecuniary interest and the general nature thereof; and, where the interest of a member of Council has not been disclosed by reason of the member’s absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

Councillor Patton declared a pecuniary interest in the Accounts, item 8.36 as the owner of Patton Excavating.

Councillor Noe declared a pecuniary interest in the Accounts, item 8.42 as he is receiving a payment for refund of deposit.

2. DELEGATIONS & TIMED EVENTS:

There were no delegations or timed events.

2.1 WATER:

1. Water Financial Report

Moved By: Councillor Challis

Seconded By: Councillor Patton

“THAT Council accept the water financial report for period ending February 28, 2022 as presented.” – Carried.

2. DWQMS

The DWQMS Update on Water Issues Report dated March 8, 2022 submitted by Water Administrator Betty Gordon was reviewed.

Moved By: Councillor Noe

Seconded By: Councillor Goldrick

“THAT Council accept the DWQMS Update on Water Issues Report dated March 8, 2022 from Water Administrator, DWQMS Top Management /QMS Rep Betty Gordon as reviewed.” – Carried.

3. SAI Global – Audit Report – Systems Audit Report for the Corporation of the Village of Newbury issued February 22, 2022

Moved By: Councillor Goldrick

Seconded By: Councillor Noe

“THAT Council accept the Audit Report-Systems Audit Report for the Corporation of the Village of Newbury issued February 22, 2022 as prepared by SAI Global.” – Carried.

4. (a) 2021 Annual Report for the Village of Newbury Water Distribution System, O.Reg. 170/03 submitted by Richard Pellerin, Project Manager, Sco-Terra Operations Group Inc.

Moved By: Councillor Challis

Seconded By: Councillor Patton

“THAT the Council of the Village of Newbury accept the 2021 Annual Report for the Newbury Water Distribution System under O.Reg. 170/03 as prepared and submitted by Sco-Terra Operations Group Inc.” – Carried.

(b) 2021 Schedule 22 Compliance Report for Newbury Water Distribution System prepared by Sco-Terra Operations Group Inc.

Moved By: Councillor Noe

Seconded By: Councillor Challis

“THAT the Council of the Village of Newbury accept the 2021 Schedule 22 Compliance Report for the Newbury Water Distribution System as prepared and submitted by Sco-Terra Operations Group Inc.” – Carried.

5. Sco-Terra – February 2022 Extra Work and Call-Ins-Newbury Distribution System

2.2 SEWER:

1. Sewer Financial Report

Moved By: Councillor Noe

Seconded By: Councillor Challis

“THAT Council accept the sewer financial report for period ending February 28, 2022 as presented.” – Carried.

2. Grinder Pump Repairs Reports
 - i) Four Counties Hospital/Dental Clinic
 - ii) 76 York Street
3. Sco-Terra – February 2022 Extra Work and Call-Ins-Waste Water Treatment Plant

2.3 DRAINAGE:

Moved By: Councillor Noe

Seconded By: Councillor Patton

“THAT Council approve a clean out of approximately 300 metres of the open portion of the Robinson Drain within the Village limits.” – Carried.

2.4 FIRE:

Fire Chief Trethewey attended the meeting at 7:10 pm.

1. Training – no update
2. Blue Card training – no update
3. Fire Protection Agreement with Southwest Middlesex – staff are working with Southwest Middlesex
4. Proposed Firefighter Certification Regulation – Chief Trethewey provided Council with an overview of the changes to training requirements for firefighters with a compliance date of 2026.
5. Chief Trethewey advised that firefighter Bob Harris has passed away.

Moved By: Councillor Noe

Seconded By: Councillor Challis

“THAT Council approve a donation in memory of Bob Harris and that staff be authorized to make appropriate arrangements.” – Carried.

Fire Chief Trethewey left the meeting at 7:30 pm.

2.5 BY-LAW ENFORCEMENT:

By-law Enforcement Officer Garrett Cloud has not submitted a report for February 2022.

2.6 CHIEF BUILDING OFFICIAL:

Building Services Report for period ending February 28, 2022 was reviewed.

Moved By: Councillor Goldrick

Seconded By: Councillor Patton

“THAT Council accept the Building Services Report for the period ending February 28, 2022.” – Carried.

3. COUNCIL MINUTES:

Council minutes of the regular Council meeting held on February 14, 2022.

Moved By: Councillor Patton

Seconded By: Councillor Challis

“THAT the minutes from the regular Council meeting held on February 14, 2022 be approved as circulated.” – Carried.

4. BUSINESS ARISING FROM THE MINUTES:

The Clerk-Treasurer reported that preparation of the Site Plan Control By-law was delayed in order to clarify that the Official Plan meets criteria of the Planning Act.

The contract with Sco-Terra does not expire until the end of 2023 and there is a renewal clause contained in the agreement.

5. CORRESPONDENCE:

INFORMATION ITEMS

1. Middlesex Centre Archives – invitation to tour of archives on April 9, 2022
2. Enbridge – introduction of Michele Harradence, Senior Vice President, Gas Distribution and Storage
3. Middlesex County – Official Plan Amendment Notice of (virtual) Open House on March 31, 2022
4. Middlesex-London Health Unit – Middlesex-London Board of Health Recommends Dr. Alex Summers as Region’s New Medical Officer of Health

6. ACTION REQUIRED ITEMS:

None.

7. FINANCIAL REPORTS:

Moved by: Councillor Noe

Seconded by: Councillor Goldrick

“THAT Council accept the financial reports for the period ending February 28, 2022 as presented.” – Carried.

8. ACCOUNTS:

Clerk-Treasurer Cathy Case advised that there was one addition to the accounts:

- West Elgin – water consumption \$3,568.33

Moved By: Councillor Challis

Seconded By: Councillor Goldrick

“THAT Council approve the accounts totaling \$98,547.19 as presented.” – Carried.,

9. (a) NEW & UNFINISHED BUSINESS**1. 2022 Municipal Insurance Renewal**

Moved By: Councillor Challis

Seconded By: Councillor Noe

“THAT the Council of the Village of Newbury accept the Municipal Insurance Renewal with Intact Public Entities as provided by McFarlan Rowlands in the amount of \$27,898.00 plus applicable taxes.” – Carried.

2. Banking Services Contract – RBC Royal Bank Renewal Report

Moved By: Councillor Noe

Seconded By: Councillor Goldrick

“THAT the Council of the Village of Newbury renew the contract for banking services with RBC Royal Bank as per the proposal dated March 7, 2022, for two (2) year term and that the Reeve and Clerk-Treasurer be authorized to sign the contract on behalf of the Corporation.” – Carried.

3. Planning Act Updates and Changes Report

Moved By: Councillor Noe

Seconded By: Councillor Challis

“THAT the Council receive the report on Planning Act Updates and Changes for information; that, as of January 1, 2022, applicants for consent will have a two-year period to satisfy any consent conditions; and that consents conditionally granted in 2021 and not already finalized will be provided notice of the additional time to satisfy conditions.” – Carried.

4. Statement of 2021 Council Remuneration Report

Moved By: Councillor Goldrick

Seconded By: Councillor Challis

“THAT Council receive the Statement of Council Remuneration Report as required by Section 284(1) of the Municipal Act.” – Carried.

5. Statement of No Employee Salaries to Disclose 2021 Report

Moved By: Councillor Noe

Seconded By: Councillor Challis

“THAT Council receive the Statement of No Employee Salaries to Disclose 2021 Report prepared under the Public Sector Salary Disclosure Act, 1996.” – Carried.

6. Financial Information Report

Moved By: Councillor Patton

Seconded By: Councillor Challis

“THAT Council approve the transfer of \$6,000.00 from the 2021 budget raised for purchase of fire services to the Fire Reserve for future use.” – Carried.

Moved By: Councillor Noe

Seconded By: Councillor Goldrick

“THAT Council approve the transfer of \$5,000.00 from the 2021 budget raised for a grant to Four Counties Health Services to the Working Capital Reserve to be used for a grant in 2022 to the Four Counties Community Village expansion project.” – Carried.

Moved By: Councillor Patton

Seconded By: Councillor Challis

“THAT Council apply the 2021 Ontario Cannabis Legalization Implementation Funding (OCLIF) to the expense for the Community Safety and Well-Being Plan for the Village of Newbury.” – Carried.

7. 2022 Election – Voting Methods Report

Moved By: Councillor Noe

Seconded By: Councillor Challis

“THAT Council receive the 2022 Municipal Election-Selection of Method of Voting Report from the Clerk-Treasurer; and that Council direct that paper ballot be approved as the voting method for the 2022 Municipal and School Board Election.” – Carried.

8. Municipal Freedom of Information Request

Moved By: Councillor Noe

Seconded By: Councillor Challis

“THAT Council receive the request under the Municipal Freedom of Information and Protection of Privacy Act as submitted on March 7, 2022; that Council provide notice that access to the requested record will be provided; that the fee for preparing the record be set at \$50.00 per hour (minimum one hour) for staff time to locate and copy records; and that shipping costs be included in the fee.” – Carried.

9. (b) OTHER BUSINESS:

The Clerk-Treasurer advised that the Parks and Recreation Committee have requested permission to hand out chocolate bunnies at the Newbury Old Boys Park on Saturday, April 16, 2022. There was no objection by Council.

10. CLOSED SESSION

There was no closed session.

11. BY-LAWS

1. By-law No. 5-22, being a by-law to confirm the proceedings of the Council of the Village of Newbury

Moved by: Councillor Noe

Seconded by: Councillor Challis

“THAT By-law No. 5-22, being a by-law to confirm the proceedings of the Council of the Village of Newbury is given first and second reading this 14 day of March, 2022.” – Carried.

Moved by: Councillor Goldrick

Seconded by: Councillor Patton

“THAT By-law No. 5-22 be given third reading, taken as read, properly signed and sealed, and numbered 5-22, this 14 day of March, 2022.” – Carried.

10. ADJOURNMENT:

Moved by: Councillor Noe

Seconded by: Councillor Challis

“THAT the meeting be adjourned at 7:36 pm.”



REEVE DIANE BREWER



CLERK-TREASURER CATHY CASE

