

MINUTES  
NEWBURY MUNICIPAL COUNCIL  
Tuesday, October 10<sup>th</sup>, 2017  
6:00 p.m.



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

MEMBERS ABSENT:

OTHERS PRESENT: Fire Chief Chad Trethewey  
Chris Carrier – Fire Marque  
Lloyd Wright & Eileen Van Humbeck

STAFF PRESENT: Betty D. Gordon, Clerk-Treasurer

STAFF ABSENT:

**CALL TO ORDER**

The Reeve called the meeting to order at 6:00 p.m.

**1. DECLARATION OF PECUNIARY INTEREST:**

No member declared a pecuniary interest on any item in the agenda.

**2. DELEGATIONS:**

(a) 6:00 p.m. Chris Carrier – Fire Marque

Chris reviewed a pre-station with Council on how the Fire Marque program works and answered questions from Council.

Moved By: Mike Noe

Seconded By: Chris Degraw

“THAT Council agree to sign an agreement with Fire Marque and to pass the necessary User Fee By-law.”

Carried

(b) 6:30 p.m. - Committee of Adjustment meeting.

Moved By: Chris Degraw

Seconded By: Ron Challis

“THAT Council recess from the regular council meeting to hold a Committee of Adjustment meeting.”

Carried

Moved By: Mike Noe

Seconded By: Abe Van Der Wyngaard

“THAT Council reconvene the regular Council meeting.”

Carried

(c) **WATER:**

1. Cindy Sigurdson from OCWA met with Betty on October 4<sup>th</sup> to review the August 17<sup>th</sup> DWQMS Internal Audit. Betty will review with Council scheduling and operating the watermain valves and risk assessment

Moved By: Chris Degraw

Seconded By: Ron Challis

“THAT OCWA be scheduled to operate the valves.”

Carried

2. Risk Assessment review for the DWQMS.

Moved By: Ron Challis

Seconded By: Mike Noe

“THAT this item be tabled until the next Council meeting.”

Carried

3. Review Management minutes from September 18<sup>th</sup>. (cc. Council – green)
  - Employee contract,
  - blow off valves,
  - operating valves
  - adverse at the water filling station

Moved By: Ron Challis

Seconded By: Mike Noe

“THAT Kelly be asked to submit in writing his intentions towards his training and extending his contract.”

Carried

4. Meeting with SWM and Andy Valickis is scheduled for Tuesday October 17<sup>th</sup> at 1:30 – council is invited to attend.
5. West Elgin is asking Council to appoint an alternate to the Tri-Cty committee to attend meetings in the absence of the appointed member. Abe reminded Council that he has been appointed as the alternate. Mike advised Abe he will call him if he cannot attend the next meeting.

(d) **SEWER:**

1. A 2<sup>nd</sup> jet pump has been ordered for the wastewater treatment plant.

(e) **DRAINAGE:**

1. Russ Patton has called for locates for the Elgin St. and Durham St. repairs and notified the office he had the job scheduled for Thursday Oct. 12<sup>th</sup> and Fri. Oct. 13<sup>th</sup> weather permitting.

(f) **FIRE:** Fire Chief Chad Trethewey

- Monthly training records were received (cc. Council)
- User fee by-law – Betty and Chad will work on this together
- Firehall roof was replaced. Has it been inspected for payment? Council authorized the payment.
- Are suits being ordered for 2017 – Chad is ordering 2 suits soon
- Cell phone replacement – Council agreed to pay for the phone upfront
- Chad advised Council that a property owner at the end of Tucker has asked the fire dept. to burn a pile of debris on his property. Council agreed with Chad that there should be a cost for this type of service and authorized Chad to determine what that cost would be.

(g) **BY-LAW ENFORCEMENT:**

By-law Enforcement Report as per hours submitted. (e.c. Council)

Laura is asking if Washington St. can be surveyed to identify its boundaries.

Moved By: Mike Noe

Seconded By: Abe Van Der Wyngaard

“THAT the Washington Street unopened road area be surveyed.”

Carried

(h) **CHIEF BUILDING OFFICIAL:**

Report provided as per hours submitted. (e.c. Council)

3. **COUNCIL MINUTES:**

Council minutes of the regular Council meeting held on September 11<sup>th</sup>, 2017.

Moved By: Mike Noe

Seconded By: Abe Van Der Wyngaard

“THAT the minutes from the regular Council meeting held September 11<sup>th</sup> August 14<sup>th</sup>, be accepted as presented.”

Carried

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

1. The steel roof at the firehall was replaced.
2. The Clerk will file an insurance claim for costs incurred by the fire department once the costs for repairs have been finalized.
3. An accessible grant application was submitted.
4. The OCIF Top Up grant was submitted by CIMA.
5. The waterlines were flushed on Sun. September 17<sup>th</sup>.
6. Comber Plumbing poured the cement pad for the generator installation – the cement needs to cure for 30 days before the job proceeds.
7. The Ministry and Newbury's Insurance Co. (JLT) approved designating an area for branches and leaves that can be burnt throughout the year. Council agreed to discuss this issue in the spring.
8. Russ Patton was notified that his quote was accepted for snow removal for the 2017-2018 winter season. Russ will provide insurance and WSIB soon.
9. Russ Patton was notified that if there is already a catch basin available to a homeowner then they can hook on but if there is no catch basin then it will be their expense to install one. All connections must be inspected.
10. Ken Williams from MPW has provided final copies of Newbury's 2016 financial statements. (cc. Council)
11. Inspection of Pine tree at 44 York St. Mike inspected the tree and determined that it was on public property not private. He reported to Council that he believed the tree was healthy and only needed a trim. Council agreed to have the tree trimmed.

**5. CORRESPONDENCE:**

**INFORMATION ITEM**

1. Municipal World Magazine, October, 2017.
2. Email from the Town of the Blue Mountain wherein the motion states that it does not support the resolution of the Municipality of Marmora & Lake and the Municipality of Bluewater recommending that the removal of the tax-exempt portion of remuneration paid to local officials should be applied to elected officials at all levels of government.
3. Email from the Municipality of Killarney wherein it provides a copy of their resolution that appeals to AMO to request that the Province include rural northern municipalities as participants in their pilot project and that AMO keep all municipalities informed of this matter as the changes may result in additional costs to our municipalities such as increased training, legal liability etc. (cc. Council – yellow)



7. **FINANCIAL STATEMENT:** (cc. Council –white)

Moved By: Chris Degraw

Seconded By: Mike Noe

“THAT the financial statements be accepted as presented.”

Carried

8. **ACCOUNTS:** (cc. Council – white)

Moved By: Abe Van Der Wyngaard

Seconded By: Ron Challis

“THAT the accounts that total \$83,683.89 be accepted as presented and paid in full.”

Carried

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

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

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

The Clerk advised Council that the office had received a cheque from the London Provincial Courts for a dog fine that had been paid by a Newbury resident.

The Clerk advised Council that Revenue Canada has agreed verbally to accepting the sale of a property in the Village as payment for a lien they have registered on title against that property.

The Clerk advised Council that the company who regularly calibrates Newbury’s main water meter no longer offers that service. She is looking for a different company to do the work.

The Clerk advised Council that a quote was received from RealTerm for replacing all the streetlights, building lights and sentinel lights in the Village with LEDs. The quote was much higher than original discussed therefore Council asked for an itemized list of fixtures as they may agree to not replace the ball park lights.

Diane reminded Council that the Legion’s Remembrance Day service is on Sun. Nov. 5<sup>th</sup> and that the cost of the meal is \$15.00.

2. By-law 121-17, being a by-law to confirm proceedings of the Council of the Village of Newbury.

Moved By: Mike Noe

Seconded By: Abe Van Der Wyngaard

“THAT By-law 121-17, being a by-law to confirm proceedings of the Council of the Village of Newbury is given first and second reading this 10<sup>th</sup> day of October 2017.”  
Carried

Moved By: Ron Challis

Seconded By: Chris Degraw

“THAT By-law 121-17 be given third reading, taken as read, properly signed and sealed, and numbered 121-17, this 10<sup>th</sup> day of October, 2017.”  
Carried

**10. ADJOURNMENT:**

Moved By: Chris Degraw

Seconded By: Ron Challis

“THAT the meeting be adjourned.”  
Carried

The meeting adjourned at 8:50 p.m.

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

Regular Council on Tuesday, November 14<sup>th</sup>, 2017

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REEVE DIANE BREWER

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CLERK-TREASURER BETTY D. GORDON