

MINUTES
NEWBURY MUNICIPAL COUNCIL
Monday, November 8, 2021
6:00 p.m.



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

STAFF PRESENT: Cathy Case, Clerk-Treasurer
Betty Gordon, Water Administrator (for part of meeting)
Chad Trethewey, Fire Chief (for part of meeting)

CALL TO ORDER

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

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.

None declared.

2. DELEGATIONS & TIMED EVENTS:

6:10 pm Jerome and Catherine Moreau, 9 Dundas Street

Reeve Brewer granted permission to Mr, Moreau to address Council without appointment about concerns over the repair to the boulevard at the corner of York and Dundas Streets.

2.1 WATER:

1. Water Financial Report

Moved by: Councillor Noe

Seconded by: Councillor Challis

"THAT Council accept the water financial report for period ending October 31, 2021 as presented." – Carried.

2. DWQMS

Water Administrator Betty Gordon attended to present her report to Council and to conduct the annual emergency exercise beginning at 6:05 pm.

- i. Minutes from the Management Meeting held October 25, 2021 were reviewed with Council.
- ii. MOECP Audit was conducted. Sco-Terra has responded to subsequent inquiries from the MOECP inspector.
- iii. Water rates for 2022 to 2026 were established and approved by Council in 2021. Rates will be reviewed based on current financial reports and can be changed if necessary.
- iv. Council reviewed a Water Curb Stop spreadsheet which outlined the curb stops left to be switched out. Confirmation of the number of curb stops to be done and the date for work has not been set yet.
- v. Water Administrator Gordon recommended that Council review a motion passed in the spring of 2021 to use the OCIF grant of \$50,000 to update the meter pit and install two water sampling stations. The cost to upgrade the meter pit is estimated to exceed the OCIF. Sco-Terra has not yet provided a quote to install the sampling stations.
- vi. Council discussed returning the main meter purchased in September 2020. The meter has not been installed. Water Administrator Gordon has asked Iconix if the meter can be returned but has not received answer.
- vii. Hydrant maintenance was reviewed under item 17 of the October 25, 2021 Management Meeting minutes. Sco-Terra is recommending that the hydrants be painted in the spring of 2022 as well as undertaking other minor maintenance work. Chlorine pucks will be required for the 2022 fall flushing.
- viii. Water Administrator Gordon reviewed Best Management Practises 2021 for the DWQMS with Council.
- ix. A mock exercise as per element 18 of Newbury's Operations Manual was conducted. All members of Council were present, along with DWQMS Rep/Top Management Betty Gordon and Clerk-Treasurer Cathy Case. The exercise involved a car backing out of a parking lot and shearing off a hydrant.

Water Administrator Betty Gordon left the meeting at 6:32 pm.

3. Agreement for Provision of Water Services

Water Administrator Betty Gordon had advised Council that updated agreements were required for provision of water services to properties outside the Village of Newbury.

Moved by: Councillor Goldrick

Seconded by: Councillor Noe

“THAT Council accept the agreement for provision of water service for 22387 Hagerty Road and that the Reeve and Clerk-Treasurer be authorized to sign the respective agreement on behalf of the Corporation.” – Carried.

4. Tri-County Water Board of Management

i) Tri-County Water Board Agreement

The final version of the Tri-County Water Board Agreement has been received. There are no changes to the agreement from the draft considered by Newbury Council on October 13, 2021. Staff is recommending approval of the Tri-County Water Board Agreement.

Moved by: Councillor Noe

Seconded by: Councillor Challis

“THAT Council approve the Tri-County Water Board Agreement as presented.” – Carried.

ii) Tri-County Water Board Agenda October 26, 2021

The agenda with reports from the October 26, 2021 meeting was attached for Council’s information. Update from the meeting: Incoming Chair is Duncan McPhail from West Elgin; Marigay Wilkins from Southwest Middlesex is the Vice-Chair.

2.2 SEWER:

1. Sewer Financial Report

Moved by: Councillor Patton

Seconded by: Councillor Goldrick

“THAT Council accept the sewer financial report for period ending October 31, 2021 as presented.” – Carried.

2. Sco-Terra Call Out Report

Sco-Terra Operations Group provided response to jet pump failure in October.

2.3 DRAINAGE:

None.

2.4 FIRE:

Fire Chief Chad Trethewey attended the meeting at 6:35 pm.

1. Training update was provided.
2. Blue Card training has only been completed by two firefighters. There are two additional registrations open for completion. Chief Trethewey will follow up.
3. Fire Chief Trethewey advised that he supports participation in the Naloxone for Fire Services program.
4. The department is planning to conduct a door-to-door smoke alarm campaign program before the end of 2021.

Fire Chief Trethewey left the meeting at 6:43 pm.

2.5 BY-LAW ENFORCEMENT:

By-law Officer Garrett Cloud has not yet submitted the enforcement report for October.

2.6 CHIEF BUILDING OFFICIAL:

RSM Building Consultants continue to attend the office. The building permit backlog is being addressed. Staff accesses the RSM Portal to upload permit applications and download the building permits and other documents. A report on Building Services to October 31, 2021 was reviewed by the Clerk-Treasurer.

Moved by: Councillor Noe

Seconded by: Councillor Challis

“THAT Council accept the Building Services to October 31, 2021 report as presented.” – Carried.

3. COUNCIL MINUTES:

Council minutes of the regular Council meeting held on October 12, 2021.

Moved by: Councillor Patton

Seconded By: Councillor Goldrick

“THAT the minutes from the regular Council meeting held on October 12, 2021 be approved as circulated.” - Carried.

4. BUSINESS ARISING FROM THE MINUTES:

1. Flagpole installation is being planned.
2. Gerber Electric will install the light for the toboggan hill later this summer/fall.

5. CORRESPONDENCE:**INFORMATION ITEMS**

1. Enbridge Gas Inc. – Notice to Customers of Enbridge Proposed Rate Increase April 1, 2022
2. Municipal World magazine – November 2021 edition is available at the office.
3. Middlesex County Planning Department – Middlesex County Official Plan Review participation
4. Sylvia Jones, Solicitor General – Community Safety and Well-Being Plan, 2021-2026
5. Ministry of the Environment, Conservation and Parks – Regulations under the Conservation Authorities Act
6. Ministry of Municipal Affairs and Housing – Enhanced COVID-19 Vaccine Certificate with QR Code and Verify Ontario App Available for Download Starting October 15

7. Thank you from Glencoe District High School Commencement Award Recipients
8. St. Clair Region Conservation Authority – New General Manager
9. St. Clair Region Conservation Authority – September 23, 2021 Meeting Highlights

6. ACTION REQUIRED ITEMS:

1. County of Middlesex – 2021 Middlesex County Warden’s Banquet in Honour of Cathy Burghardt-Jesson on Saturday, November 27, dinner at 6:15 pm at Lucan Community Centre. Tickets must be purchased by November 12, 2021; let the Clerk-Treasurer.
2. CUPE – requesting support for an independent review of OMERS’ Investment Performance

Moved by: Councillor Noe

Seconded by: Councillor Goldrick

“THAT the Council of the Village of Newbury note and file correspondence from the CUPE requesting an independent review of OMERS’ Investment Performance.” – Carried.

3. St. Clair Conservation Authority – Virtual Meeting to Present the 2022 Draft Budget and Budget Process by Zoon on Wednesday, November 10 at 2:00 pm.

7. FINANCIAL REPORTS:

Moved by: Councillor Goldrick

Seconded by: Councillor Challis

“THAT Council accept the financial report for the period ending October 31, 2021 as presented.” – Carried.

8. ACCOUNTS:

Moved by: Councillor Noe

Seconded by: Councillor Patton

“THAT Council approve the accounts totaling \$88,049.15 as presented.” – Carried.

9. (a) NEW & UNFINISHED BUSINESS

1. Noise By-law Consideration Report – written complaints about noise have been received along with request for Council to discuss implementation of a noise by-law.

Moved by: Councillor Noe

Seconded by: Councillor Challis

“THAT Council direct staff to prepare a report on regulating sound in the Village for discussion at the next regular meeting.” – Carried.

2. County of Middlesex Application for My Main Street Local Business Accelerator Program Funding Report – formal support from Council about providing a letter of support for the application based on email poll.

Moved by: Councillor Noe

Seconded by: Councillor Goldrick

“THAT Council support the Middlesex County Economic Development Department’s application to the My Main Street Local Business Accelerator Program.” – Carried.

3. Contract for Waste Services Report – written proposal and agreement for solid waste and recycling collection has been received from Waste Connections of Canada

Moved by: Councillor Challis

Seconded by: Councillor Goldrick

“THAT Council accept the proposal from Waste Connections of Canada Inc. for solid waste and recycling services effective January 1, 2022, and that the Clerk-Treasurer be authorized to sign the agreement on behalf of the Corporation.” – Carried.

4. Celebrate Canada 2022 Report – staff recommendation for Council to support an application for grant for Canada Day program

Moved by: Councillor Noe

Seconded by: Councillor Patton

“THAT Council support an application for the Celebrate Canada 2022 grant.” – Carried.

5. Financial Information – 2022 Budget Report – report outlines Ontario Municipal Partnership Fund allocation and Ontario Provincial Police costs for 2022

Moved by: Councillor Goldrick

Seconded by: Councillor Noe

“THAT Council accept the financial information report for the 2022 Budget as presented.” – Carried.

6. Municipal Appointments to St. Clair Region Conservation Authority Report – current appointment of shared representative expires February 24, 2022

Moved by: Councillor Noe

Seconded by: Councillor Patton

“THAT Council appoint Reeve Diane Brewer as the joint representative for Southwest Middlesex and Newbury to the St. Clair Region Conservation Authority as per the current rotating representative system with Southwest Middlesex.” – Carried.

7. Council/Staff Appreciation Dinner & Annual Christmas Basket Draw Report

Moved by: Councillor Challis

Seconded by: Councillor Goldrick

“THAT Council approve a donation of \$1000.00 to the Newbury and Wardsville Foodbank in lieu of an appreciation dinner; that a donation of \$500.00 be made to Muscular Dystrophy on behalf of the Newbury Fire Department; and that the annual Christmas Basket Draw open to Newbury residents be approved.” – Carried.

8. Blackmore Request for Optional Connection to Newbury Water and Sewer Systems for Coltsfoot Drive

Vance Blackmore, Amber and Jeff Wernham were in attendance for this portion of the meeting. Reeve Brewer granted permission for the attendees to respond to questions.

Council discussed the request to allow private services for a residential dwelling on Coltsfoot Drive. Concern about providing an exemption from the by-law and future requests was Discussed, as well as the impacts on system costs for this single connection.

Moved by: Councillor Noe

Seconded by: Councillor Goldrick

“THAT Council support an option for the owner of Concession 3, Part Lot 16 to install private water and septic services for a single family dwelling due to the distance from Village services, the existing municipal drain culvert and other natural impediments provided a suitable agreement for mandatory connection to municipal services in the future can be arranged between the owners and Council.” – Carried.

9. Committee of Adjustment Condition Application Report

Condition 10 of Consent B03-2021 requires the owner to install separate water, storm and sanitary service to the severed lot at his expense prior to the consent being granted. It was brought to Council’s attention that this condition will result in the street being torn up to install the required services, as well as an issue with an existing home sharing the water connection to the retained lot. This shared service was approved by a previous Council.

Moved by: Councillor Noe

Seconded by: Councillor Patton

“THAT Council convene as the Committee of Adjustment to consider amending Condition 10 of Provisional Consent B03-2021.” – Carried.

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

Councillor Noe asked if the booth was ready for winterizing. The Clerk-Treasurer will arrange for maintenance employee to advise when cleaning completed.

Councillor Noe advised that dirt bikes are tearing around on the property by the sewer treatment plant. He recommended that Council consider installing ‘no motorized vehicle’ signs or ‘no trespassing’ signs.

Councillor Patton inquired into Veteran's Parkway project status. The Clerk-Treasurer advised that CN is requesting information on the scope of the project and the equipment which will be used on sight as part of their evaluation process.

10. CLOSED SESSION

There was no closed session of Council.

11. BY-LAWS

1. By-law No. 120-21, being a by-law to amend By-law No. 692, being the Comprehensive Zoning By-law of the Village of Newbury

Moved by: Councillor Goldrick

Seconded by: Councillor Noe

"THAT By-law No. 120-21, being a by-law to amend By-law No. 692, being the Comprehensive Zoning By-law of the Village of Newbury is given first and second reading this 8 day of November, 2021." – Carried.

Moved by: Councillor Challis

Seconded by: Councillor Patton

"THAT By-law No. 120-21 be given third reading, taken as read, properly signed and sealed, and numbered 120-21, this 8 day of November, 2021." – Carried.

2. By-law No. 121-21, being a by-law to create a joint municipal services board for the provision of water utility services

Moved by: Councillor Noe

Seconded by: Councillor Challis

"THAT By-law No. 121-21, being a by-law to create a joint municipal services board for the provision of water utility services is given first and second reading this 8 day of November, 2021." – Carried.

Moved by: Councillor Patton

Seconded by: Councillor Goldrick

"THAT By-law No. 121-21 be given third and final reading, taken as read, properly signed and sealed, and numbered 121-21, this 8 day of November, 2021." – Carried.

3. By-law No. 122-21, being a by-law to confirm proceedings of the Council of the Village of Newbury.

Moved by: Councillor Noe

Seconded by: Councillor Challis

"THAT By-law No. 122-21, being a by-law to confirm proceedings of the Council of the Village of Newbury be given first and second reading this 8 day of November, 2021." – Carried.

Moved by: Councillor Goldrick

Seconded by: Councillor Patton

“THAT By-law No. 122-21 be given third reading, taken as read, properly signed and sealed, and numbered 122-21, this 8 day of November, 2021.” – Carried.

13. ADJOURNMENT:

Moved by: Councillor Noe

Seconded by: Councillor Challis

“THAT the meeting be adjourned at 7:55 pm.” – Carried.



REEVE DIANE BREWER



CLERK-TREASURER CATHY CASE

