

MINUTES
VILLAGE OF NEWBURY COUNCIL MEETING
TUESDAY, SEPTEMBER 10, 2024
6:00 pm
Council Chambers



Council: Reeve Diane Brewer
Councillor Kevin Derbyshire
Councillor Clyde Harris
Councillor Russell Patton
Councillor Randy Smith

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

1. **CALL TO ORDER**

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

2. **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 Administration Report 7.7 i) Winter Maintenance 2024-2025 as he is owner of Patton Excavating who have the contract for winter maintenance.

3. **TIMED EVENTS**

**6:03 PM Four Counties Health Services Foundation
RE: Four Counties Health Services Update
Tom Jeffery, FCHS Foundation Board Chair
Julie McBrien, MHA President and CEO
Jackie Van Eard Beatty, Fundraising Coordinator**

The representatives from the Four Counties Health Services Foundation made a presentation to Council on the services offered at the Four Counties Hospital and provided an update on the current fundraising program.

**6:20 PM Inspector Ross Stuart, Ontario Provincial Police
RE: OPP Activity**

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

“RESOLVED THAT Council with the inclusion of the Clerk-Treasurer, the Fire Chief and the OPP Inspector move to closed session under Section 239(2) of the Municipal Act (b) personal matters about an identifiable individual, including municipal or local board employees and (h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agenda of any of them at 6:20 pm.” – Carried.

Moved By: Councillor Harris

Seconded By: Councillor Patton

“RESOLVED THAT Council, the Clerk-Treasurer, the Fire Chief and the OPP Inspector move out of closed session with no report at 7:05 pm and resume regular session.” – Carried.

Reeve Brewer thanked Inspector Stuart for attending the meeting.

4. COUNCIL MINUTES

Minutes of the regular Council meeting held on August 13, 2024 were reviewed.

Moved By: Councillor Smith

Seconded By: Councillor Patton

“RESOLVED THAT the minutes from the regular Council meeting held on August 13, 2024 be approved as circulated.” – Carried.

5. BUSINESS ARISING FROM THE MINUTES

It was noted that application for Consent B01-2024 will be heard by the Committee of Adjustment at the next regular meeting.

6. CORRESPONDENCE

NON-ACTION CORRESPONDENCE

- 6.1 County of Middlesex – Middlesex County Council Meeting Highlights-August 13, 2024
- 6.2 Middlesex Law Association – Fall Opening of the Courts-Tuesday, September 24, 2024
- 6.3 Western Ontario Wardens Caucus & Eastern Ontario Mayors' Caucus & Easton Ontario Wardens' Caucus – News Release-Rural Municipal Leaders Support 'Solve the Crisis' Campaign to Address Homelessness and Mental Health

6.4 Southwest Middlesex – Culvert Replacement Projects

6.5 Royal Canadian Legion Branch 583 – Thank you for support with purchase of generator

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council receive and file correspondence items 6.1 to 6.5.” – Carried.

ACTION REQUIRED CORRESPONDENCE

6.6 Southwest Minor Hockey Association – sponsorship opportunity for Southwest Bullets

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council support the Southwest Minor Hockey Association by purchasing a \$75.00 ad for the John Horvath Memorial Tournament.” – Carried.

6.7 County of Middlesex – County Road and Bridge Assumption Study 2025
Consideration of local roads to be added to the County Road System

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council advise the County of Middlesex that there are no local roads to be considered for addition to the County Road System in the Village of Newbury.” – Carried.

7. STAFF REPORTS

7.1 Fire

Fire Chief Chad Trethewey reported to Council at 7:05 pm.

- i) Training Update – no update
- ii) Firefighter Recruitment – new application form being drafted
- iii) Firehall Flooring Replacement

The Fire Chief provided three quotes for an epoxy floor for the Firehall. The lowest quote was \$15,120.00. The project will not proceed.

iv) Fire Protection Grant Application

The Clerk-Treasurer advised that an application in the amount of \$21,450.00 was submitted under the Fire Protection Grant (FY 24-25). The Fire Chief was satisfied with the submission.

Other:

Fire Chief Trethewey advised that there is a squirrel in the ceiling of the Firehall. Councillor Harris will provide a small trap to catch the animal. The Fire Chief advised that there are other places where birds and small animals appear to be trying to get into the Firehall.

Fire Chief Trethewey asked if the Village was still participating in Fire Marque program. He has a list of events to submit for fire calls. The Clerk-Treasurer advised that the one submission was unsuccessful. Staff will follow up on program.

Fire Chief Trethewey left the meeting at 7:15 pm.

7.2 Building Services

Building Services Report for August 2024 was reviewed.

Moved By: Councillor Smith

Seconded By: Councillor Derbyshire

"RESOLVED THAT Council accept the Building Services Report for August 2024 as presented by the Clerk-Treasurer." – Carried.

The Clerk-Treasurer noted that there have been staffing changes at RSM Building Consultants. An updated by-law to appoint building officials is required and is included for Council's consideration.

7.3 By-law Enforcement

By-law Enforcement Report for August 2024 was reviewed.

Moved By: Councillor Smith

Seconded By: Councillor Harris

"RESOLVED THAT Council accept the By-law Enforcement Report for August 2024 as submitted by the By-law Enforcement Officer." – Carried.

7.4 Animal Control

Humane Society Animal Care & Control Report – Q1 & Q2 2024 Combined

Moved By: Councillor Patton

Seconded By: Councillor Smith

"RESOLVED THAT Council accept the Q1 & Q2 2024 Combined Humane Society Animal Care & Control Report as submitted." – Carried.

7.5 Water

- i) DWQMS
- ii) Budget to Actual Report

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

"RESOLVED THAT Council accept budget to actual report to July 31, 2024 for the water department as presented." – Carried.

7.6 Sewer

- i) Budget to Actual Report

Moved By: Councillor Patton

Seconded By: Councillor Derbyshire

"RESOLVED THAT Council accept budget to actual report to July 31, 2024 for the sewer department as presented." – Carried.

7.7 Administration

- i) Winter Maintenance 2024-2025

Councillor Patton declared a pecuniary interest in this agenda item and excused himself from the Council table.

The Village has contracted winter maintenance which includes snow removal from roads and sidewalks and application of sand/salt when required to Patton Excavating. Patton Excavating is interested in continuing to provide these services for the 2024-2025 winter season. The purchasing by-law allows Council to continue with an existing contract provided an increase is less than 5%.

Russ Patton advised (verbally) that the increase is 2% for 2024-2025 winter maintenance costs over the previous season's prices.

Moved By: Councillor Derbyshire

Seconded By: Councillor Smith

"RESOLVED THAT Council accept the proposal from Patton Excavating for the 2024-2025 winter maintenance at a price increase of 2% over the previous season's prices." – Carried.

- ii) Banking Services Renewal

The agreement with Royal Bank (RBC) is due for renewal.

Moved By: Councillor Harris

Seconded By: Councillor Smith

"RESOLVED THAT Council authorize the Clerk-Treasurer to negotiate banking services with RBC for the Village of Newbury and Newbury Community Services." – Carried.

iii) Road Superintendent & Drainage Superintendent Positions

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

"RESOLVED THAT Russell Patton be appointed as Road Superintendent for consultation and after hours contact and that he be provided with a key to the municipal garage." – Carried.

iv) Tucker Street Park Entrance

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

"RESOLVED THAT Council proceed with the installation of signs prohibiting motorized vehicles to enter the Newbury Old Boy's Park; that the situation be monitored during the fall and winter months for activity; and that staff investigate the parking situation at the park." – Carried.

7.8 Financial

i) Accounts Listing

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

"RESOLVED THAT Council approve the accounts in the amount of \$143,249.84 as presented." – Carried.

ii) Budget to Actual Report

Moved By: Councillor Harris

Seconded By: Councillor Smith

"RESOLVED THAT Council accept budget to actual report to July 31 2024 as presented." – Carried.

iii) Financial Update

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

"RESOLVED THAT Council accept the financial update as of September 10, 2024 as presented." – Carried.

8. NEW BUSINESS**8.1 Council Member Business**

Councillor Patton suggested that the Village obtain basic emergency signage (ie road closed signs) and pylons. The Clerk-Treasurer advised that the Community Emergency Preparedness Grant is expected to be announced. The Village will apply for funding.

Councillor Harris advised that he and Councillor Patton attended at the Library to investigate drainage concerns. The sump pump does drain to the County catch basin on Hagerty Road. They could not locate any drain pipe or tile that exits the Library property towards York Street.

8.2 Other

Clerk-Treasurer Case advised that stream 1 applications to the Community Sport and Recreation Infrastructure Fund are due on October 29, 2024. The water to the splash pad is being shut off. The water meter will be removed as was done last year.

The Clerk-Treasurer requested confirmation that quorum will be in attendance for the October meeting.

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

"RESOLVED THAT the October regular meeting of Council be held on Wednesday, October 16, 2024 beginning at 6:00 pm." – Carried.

9. CLOSED SESSION

The closed session was held earlier in the meeting to accommodate the attendance of OPP Inspector Stuart and Fire Chief Trethewey.

10. RISE AND REPORT FROM CLOSED SESSION**11. BY-LAWS**

11.1 By-law No. 12-24, being a by-law to authorize a transfer agreement for one electrical vehicle charger between the County of Middlesex and the Village of Newbury

Moved By: Councillor Patton

Seconded By: Councillor Harris

"RESOLVED THAT By-law No. 12 -24, being a by-law to authorize a transfer agreement for one electric vehicle charger between the County of Middlesex and the Village of Newbury be given first, second and third reading this 10 day of September, 2024." – Carried.

11.2 By-law No. 13-24, being a by-law to appoint Building Officials for the Village of Newbury

Moved By: Councillor Derbyshire

Seconded By: Councillor Smith

"RESOLVED THAT By-law No. 13 -24, being a by-law to appoint Building Officials for the Village of Newbury be given first, second and third reading this 10 day of September, 2024." – Carried.

11.3 By-law No. 14-24, being a by-law to confirm the proceedings of Council

Moved By: Councillor Smith

Seconded By: Councillor Harris

"RESOLVED THAT By-law No. 14-24, being a by-law to confirm the proceedings of the Council of the Village of Newbury be given first, second and third reading this 10 day of September, 2024." – Carried.

12. ADJOURNMENT


Moved By: Councillor Patton

Seconded By: Councillor Smith

"RESOLVED THAT Council adjourn at 8:45 pm." – Carried.



REEVE DIANE BREWER



CLERK-TREASURER CATHY CASE