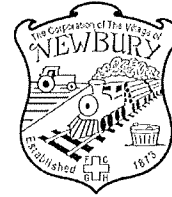


MINUTES
VILLAGE OF NEWBURY COUNCIL MEETING
TUESDAY, JUNE 13, 2023
6:00 pm
Council Chambers



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

Staff Present: 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.

No pecuniary interests were declared.

3. **DELEGATIONS & TIMED EVENTS**

6:05 PM

3.1 **Gary Field**

RE: Proposed Development – Hagerty Road & Emmot Street

Gary Field attended the meeting to notify Council of his plans to purchase and develop the empty lot at the corner of Hagerty Street and Emmot Street. He is proposing to build four side by side, one floor rental units. These are not being proposed to be geared to income units. He understands that a Zoning By-law amendment is required. Field advised that there is an issue with a triangle piece of property that abuts the lot he is interested in and the property to the north. He plans to approach the neighbour to the north to discuss.

No concerns on the proposal were expressed by Council members.

4. COUNCIL MINUTES

4.1 Minutes of the regular Council meeting held on May 17, 2023

Moved By: Councillor Patton

Seconded By: Councillor Harris

“RESOLVED THAT the minutes from the regular Council meeting held on May 17, 2023 be approved as circulated.” – Carried.

5. BUSINESS ARISING FROM THE MINUTES

5.1 Site Plan Control By-law (no update)

5.2 Entrance/Welcome Sign Repair (to be addressed in budget)

5.3 911 Signs on Concession – will be relocated in spring as needed

6. CORRESPONDENCE**NON-ACTION CORRESPONDENCE**

6.1 Municipal World – June 2023

6.2 County of Middlesex – Middlesex County Council Meeting Highlights-May 23, 2023

6.3 Community Activity Committee Meeting – minutes of May 4 and May 24 meetings

Moved By: Councillor Patton

Seconded By: Councillor Harris

“RESOLVED THAT Council receive and file correspondence items 6.1 to 6.3.” – Carried.

ACTION REQUIRED CORRESPONDENCE

6.4 Christina Parry, Community Justice Worker, Salvation Army, Correctional & Justice Services – Direct Accountability and Community Services Order Programs information (Note Ms. Parry has a client who has 40 hours to complete and is looking for a placement)

Moved By: Councillor Smith

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council participate in the Direct Accountability and Community Services Order Program with the Maintenance Manager responsible for coordinating hours and work to be completed.” – Carried.

7. STAFF REPORTS

7.1 Fire

Fire Chief Chad Trethewey attended the meeting at 7:20 pm.

i) Training Update

Tim Lacroix has completed the Blue Card training. Mandatory CPR training is scheduled for July 4th.

Firefighter certification was discussed. Registration to attend the Elgin-Middlesex Regional Fire School training is approximately \$2,000 per firefighter. Chief Trethewey would like to have 2 firefighters attend certification training each year.

Moved By: Councillor Smith

Seconded By: Councillor Harris

“RESOLVED THAT Council approve the payment of course registration fee for individual volunteer firefighters to attend certification training; that firefighters receive mileage at current staff rate and meal reimbursement on training days; and that each firefighter receive remuneration of \$25.00 per day of training.” – Carried.

ii) Firefighter Recruitment

The potential recruit will be meeting with the officers.

iii) Budget – Defibrillator Replacement

The current defibrillator is approximately 15 years old. There is a technical fault that cannot be corrected, even after batteries checked. This is an essential piece of equipment for the department as first responders.

Moved By: Councillor Patton

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council approve the purchase of a new defibrillator at a cost of \$4,114.80.00 plus taxes and that the cost be incorporated into the 2023 budget.” – Carried.

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council direct staff to pursue options to assist in funding the AED equipment purchase.” – Carried.

iv) Firehall Overhead Door Replacement Update

Clerk-Treasurer Case advised that installation of the bollards is required to be done to be in compliance with building code. Change Order No. 1 to supply and install bollards was reviewed by Council. There is no change to the contract price as the costs will be taken from the contingency.

Moved By: Councillor Patton

Seconded By: Councillor Smith

“RESOLVED THAT Council approve Change Order No. 1 to supply and install bollards with a decrease in the contingency of \$5,750.00; and that the Clerk-Treasurer be authorized to sign Change Order No. 1 on behalf of the Corporation.” – Carried.

The start date is tentatively set for June 19th, pending shoring approval by Spriet Associates.

Council discussed engaging security to monitor the firehall once the wall has been opened up. The Clerk-Treasurer was authorized to proceed with hiring security when required.

The Clerk-Treasurer was given approval to begin advertising the old doors for sale.

Fire Chief Trethewey left the meeting at 8:00 pm.

7.2 Building Services

Report for period ending May 31, 2023

Moved By: Councillor Harris

Seconded By: Councillor Smith

“RESOLVED THAT Council accept the Building Services Report for May 2023 as presented.” – Carried.

7.3 By-law Enforcement

There is no By-law Enforcement Report for May 2023.

The Clerk-Treasurer was advised of swimming pools that may not be in compliance with By-law. This matter will be provided to By-law Enforcement Officer for follow up.

7.4 Drainage

7.5 Water

- i) Tri-County Drinking Water System Operations Report – First Quarter 2023
- ii) DWQMS Review
 - a) ELEMENT 9 – Organizational Structure, Roles, Responsibilities and Authorities
 - b) ELEMENT 10 – Competencies

c) ELEMENT 11 – Personnel Coverage

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

“RESOLVED THAT Council confirm review of Elements 9, 10 and 11 of the DWQMS with no changes.” – Carried.

iii) Water Budget to Actual Reports

Moved By: Councillor Patton

Seconded By: Councillor Smith

“RESOLVED THAT Council accept the water financial report for the period ended April 30, 2023 as presented.” – Carried.

7.6 Sewer

i) Quote Approval – Replacement UV Lamps, Sleeves and Accessories

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

“RESOLVED THAT Council accept the quote from H2Flow Equipment Inc. in the amount of \$2,359.42 plus taxes and freight for the replacement of UV lamps, sleeves and accessories as recommended by Sco-Terra Operations Group.” – Carried.

ii) Sewer Budget to Actual Reports

Moved By: Councillor Harris

Seconded By: Councillor Smith

“RESOLVED THAT Council accept the sewer financial report for the period ended April 30, 2023 as presented.” – Carried.

7.7 Administration

i) Chickens in Residential Areas Report

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

“RESOLVED THAT Council direct staff to prepare a survey for the public to obtain comment and level of interest in allowing chickens to be kept in residential areas.” – Carried.

ii) Newbury Old Boys Park Report

The Clerk-Treasurer reported that the new lights were flickering again last Thursday night. Gerbers have been contacted. They will investigate the location of antenna and whether there is interference. Tonya McCready has thoroughly cleaned the booth. The refrigerator has been replaced at a cost of \$789.00 plus taxes. The deep fryer will be monitored to see if it working properly. The Tales and Trails signage has been installed.

iii) Tax Collection and Billing Policy

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council approve the Tax Collection and Billing Policy as presented.”
– Carried.

iv) 2023 Budget and Tax Rates

Council will review the 2023 Budget and Tax Rates at the next regular meeting.

v) Village 150th**7.8 Financial**

i) Accounts Listing

Moved By: Councillor Derbyshire

Seconded By: Councillor Smith

“RESOLVED THAT Council approve the accounts in the amount of \$63,851.20 as presented.” – Carried.

ii) Budget to Actual Report

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council accept the budget to actual report for the period ending April 30, 2023 as presented.” – Carried.

8. NEW BUSINESS

8.1 Addendum Items

There were no items added to the agenda.

8.2 Council Member Business (Each council member is given the opportunity to bring new business to the table.)

There was no new business brought forward.

9. CLOSED SESSION

Moved By: Councillor Patton

Seconded By: Councillor Smith

“RESOLVED THAT Council with the inclusion of the Clerk-Treasurer move to closed session under Section 239 of the Municipal Act (b) personal matters about an identifiable individual, including municipal or local board employees at 8:15 pm.” – Carried.

10. RISE AND REPORT FROM CLOSED SESSION

Moved By: Councillor Smith

Seconded By: Councillor Harris

“RESOLVED THAT Council rise from the closed session at 8:20 pm and resume regular session with no report.” – Carried.

11. BY-LAWS

11.1 By-law No. 16-23, being a by-law to confirm the proceedings of the Council of the Village of Newbury

Moved By: Councillor Patton

Seconded By: Councillor Derbyshire

“RESOLVED THAT By-law No. 16-23, being a by-law to confirm the proceedings of the Council of the Village of Newbury be given first and second reading this 13 day of June, 2023.” – Carried.

Moved By: Councillor Harris

Seconded By: Councillor Smith

“RESOLVED THAT By-law No. 16-23 be given third reading, taken as read, properly signed and sealed, and numbered 16-23, this 13 day of June, 2023.” – Carried.


12. ADJOURNMENT

Moved By: Councillor Patton

Seconded By: Councillor Smith

“RESOLVED THAT the meeting adjourn at 8:25 pm.” – Carried.


REEVE DIANE BREWER


CLERK-TREASURER CATHY CASE