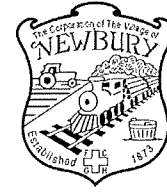


MINUTES
VILLAGE OF NEWBURY COUNCIL MEETING
TUESDAY, NOVEMBER 14, 2023
6:00 pm
Council Chambers



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 6:08 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 from the October 10, 2023 where he was not in attendance. Councillor Patton had an interest in item 7.7 (iii) Winter Control Contract and item 7.8 (i) Accounts Listing, specifically #60.7 on the listing.

3. **DELEGATIONS & TIMED EVENTS**

7:00 PM Richard Pellerin, Sco-Terra Operations Group
RE: Operating Contract Renewal

Richard Pellerin, President of Sco-Terra Operations Group attended the meeting to discuss the renewal of the contract to operate the waste water treatment system and the Newbury water distribution system. Mr. Pellerin reviewed current operations of the waste water system.

4. **COUNCIL MINUTES**

4.1 Minutes of the regular Council meeting held on October 10, 2023 (cc Council – yellow)

Moved By: Councillor Patton

Seconded By: Councillor Harris

“RESOLVED THAT the minutes from the regular Council meeting held on October 10, 2023 be approved as circulated.” – Carried.

5. BUSINESS ARISING FROM THE MINUTES

The draft letter to the Ministry of the Solicitor General outlining Council's concerns about the creation of Police Service Boards was reviewed.

Moved By: Councillor Derbyshire

Seconded By: Councillor Smith

“RESOLVED THAT Council approve the letter to the Ministry of the Solicitor General as drafted and direct the Clerk-Treasurer to send.” – Carried.

6. CORRESPONDENCE

NON-ACTION CORRESPONDENCE

6.1 Municipal World – November 2023

6.2 County of Middlesex – Middlesex County Council Meeting Highlights-
October 10, October 24, and November 7, 2023

6.3 County of Middlesex – Warden's Banquet on November 18, 2023 and
Inaugural Meeting of Middlesex County Council on Tuesday, November 28,
2023

6.4 Emergency Management Ontario – St Clair Sector Update

6.5 Enbridge Gas Inc. – Notice of Application to Ontario Energy Board

6.6 St. Clair Region Conservation Authority – Meeting Highlights-September 14,
2023 Board Meeting

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council receive and file correspondence items 6.1 to 6.6.” –
Carried.

ACTION REQUIRED CORRESPONDENCE

6.7 Newbury Legion Branch 583 – Skunks Misery Legion Branch 583 Annual
Turkey Shoot on Saturday, December 2, 2023 from 10:00 am to 5:00 pm

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

“RESOLVED THAT Council has no concerns with the Newbury Legion Branch 583 Annual Turkey Shoot being held on Saturday, December 2, 2023 at 22 Durham Street between 10:00 am and 5:00 pm and that the Newbury Legion be responsible for notifying the Ontario Provincial Police and other agencies prior to the event.” – Carried.

- 6.8 Township of McKellar – requesting for support of resolution calling on the Provincial government to make an amendment to the Legislation Act, 2006 to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations as printed news publications cease to exist

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

“RESOLVED THAT Council support the resolution from the Township of McKellar in calling on the Provincial government to make an amendment to the Legislation Act, 2008 to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations as printed news publications cease to exist.” – Carried.

- 6.9 Town of Rainy River – requesting the Province of Ontario to expand water treatment training opportunities for communities

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council support the resolution from the Town of Rainy River requesting the Province of Ontario to expand water treatment training opportunities for communities.” – Carried.

7. STAFF REPORTS

7.1 Fire

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

i) Training Update

The last training meeting was not well attended. Firefighters in attendance took the opportunity to familiarize themselves with the equipment and trucks.

ii) Firefighter Recruitment

The Fire Chief has not yet contacted the potential recruit. No other applications have been received. He has received some inquiries about the junior firefighter program. The junior firefighter program is open to 16-18 year olds and restricts their ability to participate in calls. There are currently 15 active members of the department. Chief Trethewey would like to see 18 volunteer members.

iii) Firehall Overhead Door Replacement Update

Council, the Fire Chief and Clerk-Treasurer toured the firehall during the meeting. Outstanding deficiencies were noted. Chief Trethewey will create a list with pictures.

iv) Other Items:

- Firefighter pay will be submitted for payment in early December
- Josph Krogman is the new OFM Fire Advisor for this area
- Will be requesting to have a generator for the firehall incorporated into the 2024 budget and well as consideration of purchasing FirePro software
- Firefighters will be measured for new uniforms
- Identification badges for firefighters are needed

The Clerk-Treasurer advised that the fire laptop has quit working. Pricing on a replacement is being obtained.

The Fire Chief left the meeting following his report.

7.2 Building Services

Council reviewed the Building Services Report for period ending October 31, 2023.

Moved By: Councillor Patton

Seconded By: Councillor Harris

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

7.3 By-law Enforcement

The By-law Enforcement Reports for October 2023 was reviewed by Council.

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council accept the By-law Enforcement Report for October 2023 as submitted by By-law Enforcement Officer Garrett Cloud.” – Carried.

The Clerk-Treasurer advised that Order to Comply has been issued for 22866 Hagerty Road. There has been no response to date.

Moved By: Councillor Patton

Seconded By: Councillor Smith

“RESOLVED THAT Council direct the By-law Enforcement Officer to inspect the property located at 22864 Hagerty Road for compliance with the Property Standards By-law.” – Carried.

7.4 Animal Control

Humane Society London & Middlesex – Q3 2023 Animal Care & Control Report

Moved By: Councillor Derbyshire

Seconded By: Councillor Smith

“RESOLVED THAT Council accept the Q3 2023 Animal Care & Control Report as submitted by the Humane Society London & Middlesex.” – Carried.

7.5 Water

i) Tri-County Water Board of Management
Councillor Derbyshire attended the Tri-County Water Board of Management meeting held on October 19, 2023. Councillor Derbyshire advised that the rate to purchase water will be increasing by at least \$0.10 per cubic meter for the next four years.

ii) DWQMS Update
-Clerk-Treasurer completed Risk Management and Emergency Preparedness Course hosted by Walkerton Clean Water Centre
-Annual Management Meeting is scheduled for 11:00 am on Monday, November 27, 2023.

iii) Water Budget to Actual Reports

Moved By: Councillor Smith

Seconded By: Councillor Harris

“RESOLVED THAT Council accept the water financial report for the period ended October 31, 2023 as presented.” – Carried.

iv) Water Meter Replacement Request

The owner of 22864 Hagerty Road has requested that Council waive the cost of the meter. The meter was not changed years ago when the Village moved from analogue to digital meters for reasons unknown.

Moved By: Councillor Patton

Seconded By: Councillor Harris

“RESOLVED THAT Council waive the \$250.00 replacement cost for the water meter provided the property owner submit the \$250.00 deposit for work completion to be refunded once confirmation that meter has been suitably installed to prevent any damage and that the remote read out is confirmed as working.” – Carried.

7.6 Sewer

i) Report – Call out for grinder pump

ii) Sewer Budget to Actual Reports

Moved By: Councillor Derbyshire

Seconded By: Councillor Smith

“RESOLVED THAT Council accept the sewer financial report for the period ended October 31, 2023 as presented.” – Carried.

7.7 Administration

i) Quote for Sidewalk Repairs on Concession

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council accept the quote from Phair Concrete Specialties in the amount of \$3,375.00 plus HST for the repair of two sections of sidewalk along Concession Drive.” – Carried.

ii) Seasonal Hours Report

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

“RESOLVED THAT Council accept the Seasonal Hours report as submitted by the Clerk-Treasurer and that the Municipal Services Office be closed on Monday, December 25, 2023, Tuesday, December 26, 2023 and Monday, January 1, 2024 in observance of the statutory (public) holidays.” – Carried.

iii) Quote for Toilet Replacement at Newbury Library

Moved By: Councillor Smith

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council accept the quote from CPE Services in the amount of \$613.46 plus hst for replacement of the toiler at the Newbury Library.” – Carried.

The Clerk-Treasurer reported that a dehumidifier has been installed in the Library basement as recommended by the County Health and Safety Officer. Recruitment for a cleaning person is underway.

iv) Humane Society London & Middlesex Contract Renewal

Moved By: Councillor Derbyshire

Seconded By: Councillor Smith

“RESOLVED THAT Council authorize the Clerk-Treasurer to engage in contract renewal discussions with the Humane Society London and Middlesex for a three-year term.” – Carried.

v) Change of Council Meeting Date – January 2024

Council considered a recommendation from the Clerk-Treasurer to hold the January 2024 Council meeting on January 16 (third Tuesday of January instead of second Tuesday which is January 9, 2024).

Moved By: Councillor Patton

Seconded By: Councillor Smith

“RESOLVED THAT the January 2024 regular meeting of Council be held on Tuesday, January 16, 2024 at 6:00 pm in Council Chambers.” – Carried.

vi) Wellington Subdivision – Plan Review

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

“RESOLVED THAT Council authorize the Clerk-Treasurer to obtain quotes for the review of subdivision plans for Council consideration.” – Carried.

vii) Building Services

The Clerk-Treasurer advised that she has met with Middlesex Centre to discuss building services.

7.8 Financial

i) Accounts Listing

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

“RESOLVED THAT Council approve the accounts in the amount of \$157,362.45 as presented.” – Carried.

ii) St. Clair Conservation Authority – 2024 Draft Budget and Budget Process, Virtual Meeting Thursday November 16, 2023 1:00 pm

The proposed levy for 2024 for the Village of Newbury is \$2,546, an increase of \$99 over the 2023 levy of \$2,447. The proposed levy does not include the \$285.00 approved by Cost Apportioning Agreement with St. Clair Region Conservation Authority.

iii) Ontario Municipal Partnership Fund (OMPF) – 2024 Allocation Notice

The Village of Newbury will receive \$145,500 in OMPF allocation in 2024, a decrease of \$11,300.00 over the 2023 allocation (2023 received \$156,600).

iii) Budget to Actual Report

Moved By: Councillor Smith

Seconded By: Councillor Patton

“RESOLVED THAT Council accept the budget to actual report for the period ending October 31, 2023 as presented.” – Carried.

8. NEW BUSINESS

8.1 Addendum Items

Clerk-Treasurer Case advised that the Province announced the Community Emergency Preparedness Grant (CEPG). Applications are limited to municipalities with less than 100,000 population and is due by November 30, 2023.

Moved By: Councillor Smith

Seconded By: Councillor Patton

“RESOLVED THAT Council authorize the Clerk-Treasurer to submit an application under the Community Emergency Preparedness Grant for a generator for the Firehall.” – Carried.

The Clerk-Treasurer advised that the water service to the 2” meter at the park (for splash pad) appears to be leaking. Councillor Patton volunteered to check the water service and booth in the next week.

The Clerk-Treasurer was pleased to report that Newbury Community Services received 99% on the Canada Post inspection.

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

Councillor Derbyshire inquired into the next steps to allow backyard chickens. He was advised that the public meeting is scheduled for Tuesday, December 12, 2023.

Councillor Patton advised that help can be arranged to set out the streetlight decorations for installation on Friday, November 17, 2023.

9. CLOSED SESSION

There was no closed session.

10. RISE AND REPORT FROM CLOSED SESSION

11. BY-LAWS**11.1 By-law No. 23-23, being a by-law to enter into a Cost Apportioning Memorandum of Understanding with the St. Clair Region Conservation Authority**

Moved By: Councillor Smith

Seconded By: Councillor Harris

“RESOLVED THAT By-law No. 23-23, being a by-law to enter into a Cost Apportioning Memorandum of Understanding with the St. Clair Conservation Authority be given first and second reading this 14 day of November, 2023.” – Carried.

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

“RESOLVED THAT By-law No. 23-23 be given third reading, taken as read, properly signed and sealed, and numbered 23-23, this 14 day of November, 2023.” – Carried.

11.2 By-law No. 24-23, being a by-law to appoint a Fire Prevention Officer for the Village of Newbury

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

“RESOLVED THAT By-law No. 24-23, being a by-law to appoint a Fire Prevention Officer for the Village of Newbury be given first and second reading this 14 day of November, 2023.” – Carried.

Moved By: Councillor Patton

Seconded By: Councillor Harris

“RESOLVED THAT By-law No. 24-23 be given third reading, taken as read, properly signed and sealed, and numbered 24-23, this 14 day of November, 2023.” – Carried.

11.3 By-law No. 25-23, being a by-law to confirm the proceedings of the Council of the Village of Newbury

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

“RESOLVED THAT By-law No. 25-23, being a by-law to confirm the proceedings of the Council of the Village of Newbury be given first and second reading this 14 day of November, 2023.” – Carried.

Moved By: Councillor Smith

Seconded By: Councillor Harris

“RESOLVED THAT By-law No. 25-23 be given third reading, taken as read, properly signed and sealed, and numbered 25-23, this 14 day of November, 2023.” – Carried.

12. ADJOURNMENT

Moved By: Councillor Smith

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council adjourn at 9:00 pm.” – Carried.



REEVE DIANE BREWER



CLERK-TREASURER CATHY CASE