

MINUTES
VILLAGE OF NEWBURY COUNCIL
Tuesday, December 13, 2022
6:00 pm



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.

There were no declarations of pecuniary interest made.

3. **DELEGATIONS & TIMED EVENTS**

None.

4. **COUNCIL MINUTES**

Minutes of the regular Council meeting held on November 29, 2022 were reviewed.

Moved By: Councillor Patton
Seconded By: Councillor Derbyshire

"RESOLVED THAT the minutes from the Council meeting held on November 29, 2022 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 (no update)

6. CORRESPONDENCE

NON-ACTION CORRESPONDENCE

- 6.1 Municipal World – November and December 2022
- 6.2 St. Clair Region Conservation Authority – Meeting Highlights for September 15, 2022 and November 10, 2022
- 6.3 County of Middlesex – Notice of Application Municipality of Southwest Middlesex Official Plan Review
- 6.4 City of Toronto – Update on Bill 23-More Homes Built Faster Act, 2022
- 6.5 Middlesex County – Bill 23 More Homes Built Faster
- 6.6 Watson & Associates – More Homes Built Faster Changes

Moved By: Councillor Patton
 Seconded By: Councillor Smith
 “RESOLVED THAT Council receive and file correspondence items 6.1 to 6.6.” – Carried.

ACTION REQUIRED CORRESPONDENCE

- 6.7 Steph Ouellet, VP Strategic Partnerships, Four Counties Hospital – Fall edition of newsletter and request for consideration of donation

Moved By: Councillor Harris
 Seconded By: Councillor Derbyshire
 “RESOLVED THAT Council approve a donation of \$2,500.00 to the Four Counties Hospital Foundation in support of cardiogram patient monitors.” – Carried.

- 6.8 St. Clair Region Conservation Authority Board – 2023 Draft Budget

Moved By: Councillor Derbyshire
 Seconded By: Councillor Smith
 “RESOLVED THAT Council receive the 2023 Draft Budget from the St. Clair Conservation Authority and that the levy be incorporated into the 2023 municipal budget.” – Carried.

- 6.9 Ministry of Agriculture, Food and Rural Affairs – Rural Economic Development (RED) Program announcement

Moved By: Councillor Patton
 Seconded By: Councillor Harris
 “RESOLVED THAT Council receive and file correspondence item 6.9.” – Carried.

6.10 Office of the Fire Marshal – Essentials of Municipal Fire Protection-A
Decision Maker's Guide training seminars

Moved By: Councillor Harris

Seconded By: Councillor Derbyshire

“RESOLVED THAT Reeve Diane Brewer be registered for the Essentials of Municipal Fire Protection-A Decision Maker's Guide training session on January 24, 2023; and that the correspondence item 6.10 be brought forward to next meeting for further consideration.” – Carried.

7. STAFF REPORTS

7.1 Fire

Fire Chief Chad Trethewey attended the meeting at 6:45 pm.

i) Training Update

Chief Trethewey reported that training is ongoing. A discussion was held regarding attendance at training and emergency call attendance. Trethewey explained the participation in the Fire Marque program to recover fire costs.

A training program to meet the new regulations has not yet been developed. This will need to get started in the new year.

ii) Blue Card Training Update

There was no update provided on this Blue Card Training.

iii) Firefighter Recruitment

More recruits are needed that are available in the daytime hours (ie 7:00 am to 6:00 pm). The recruitment process will be amped up in the new year.

iv) Fire Inspection Services

Steve Guay has submitted his resignation from the position of Fire Inspector for the Newbury Fire Department effective February 28, 2023. The position will be need to be filled.

v) Donation

Chief Trethewey advised that the department is satisfied with the donation to the Newbury/Wardsville Food Bank in lieu of an event.

Chief Trethewey reported:

- that he participated in a debrief with the Four Counties Community Villa following an emergency evacuation
- fire siren is not functioning correctly-it still works, but must be monitored; he is looking at going with an electronic replacement
- a supply of lost wages forms is needed for reimbursement of wages and other personal losses when attending fire calls

Chief Trethewey was provided with a copy of the email about the Essentials of Firefighting seminars. He will register if he is able to attend.

7.2 Building Services

There were no building permits issued in November 2022.

7.3 By-law Enforcement

By-law Enforcement Report for November 2022 as submitted by By-law Enforcement Officer Garrett Cloud was reviewed.

Moved By: Councillor Patton

Seconded By: Councillor Harris

“RESOLVED THAT Council accept the By-law Enforcement Report for November 2022 as submitted by By-law Enforcement Officer Garrett Cloud.” – Carried.

7.4 Drainage

7.5 Water

i) Water Budget to Actual Report to November 30, 2022

Moved By: Councillor Smith

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council accept the water financial report for the period ended November 30, 2022 as presented.” – Carried.

ii) Water Call-Ins by Sco-Terra Operations Group for November 2022 were reviewed.

7.6 Sewer

i) Sewer Budget to Actual Report to November 30, 2022

Moved By: Councillor Derbyshire

Seconded By: Councillor Smith

“RESOLVED THAT Council accept the sewer financial report for the period ended November 30, 2022 as presented.” – Carried.

ii) Sewer Call-Ins by Sco-Terra Operations Group for November 2022 were reviewed.

7.7 Administration

i) Integrity Commissioner Appointment Report

Moved By: Councillor Harris

Seconded By: Councillor Patton

“RESOLVED THAT Council appoint Gregory F. Stewart as Integrity Commissioner under section 223.3 of the Municipal Act for the Village of Newbury for a one-year term expiring December 31, 2023.” – Carried.

ii) Municipal Appointments Report

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

“RESOLVED THAT Council appoint Clyde Harris to the Four Counties Transportation Services Committee.” – Carried.

Moved By: Councillor Patton

Seconded By: Councillor Harris

“RESOLVED THAT Cathy Case be appointed as Emergency Information Officer (EIO) and Alternate Community Emergency Management Coordinator for the Village of Newbury Emergency Response Plan.” – Carried.

iii) Animal Control Services – Humane Society Agreement Report

Moved By: Councillor Derbyshire

Seconded By: Councillor Smith

“RESOLVED THAT Council approve the Animal Control Services Agreement with the Humane Society London & Middlesex, and that the Reeve and Clerk-Treasurer be authorized to sign the Agreement on behalf of the Corporation of the Village of Newbury.” – Carried.

iv) Operations and Maintenance Service Agreement with Sco-Terra Operations Group Report

Moved By: Councillor Patton

Seconded By: Councillor Derbyshire

“RESOLVED THAT Council proceed to extend the Term of Operations and Maintenance Service Agreement with Sco-Terra Operations Group as per Article 2 of the Agreement for a further five-year term.” – Carried.

v) Councillor Training Opportunities

The County of Middlesex is hosting a Council training day on January 18, 2023 from 9 am to 4 pm. Registration is required by January 6, 2023.

7.8 Financial

i) Accounts Listing

The following accounts were added to the list:

- Ricoh Canada – copy usage \$84.26
- Southwest Middlesex – water consumption \$3825.33
- Cathy Case – office supplies/Nov cell phone \$75.00

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

“RESOLVED THAT Council approve the accounts in the amount of \$104,087.58 as presented.” – Carried.

ii) Budget to Actual Financial Report to November 30, 2022

Moved By: Councillor Smith

Seconded By: Councillor Harris

“RESOLVED THAT Council accept the budget to actual financial report for the period ending November 30, 2022 as presented.” – Carried.

iii) Financial Information Report

Moved By: Councillor Harris

Seconded By: Councillor Smith

“RESOLVED THAT Council accept the Financial Information Report as presented.” – Carried.

8. NEW BUSINESS

8.1 Addendum Items – there were no additions to the agenda

8.2 Council Member Business

Councillor Derbyshire asked about use of coloured paper, when the Canada Day event planning begins and about the social media platforms utilized by the Village.

8.3 Other Business

The Clerk-Treasurer advised that there was \$75.00 left in the Parks and Recreation Committee budget for 2022 and asked if Council would consider reimbursing the group planning the December 17th event for expenses such as cups and hot chocolate.

Moved By: Councillor Patton

Seconded By: Councillor Harris

“RESOLVED THAT Council approve the reimbursement of receipts for the December 17th lighting event at the park up to a maximum of \$75.00 upon submission. – Carried.

9. CLOSED SESSION

10. RISE AND REPORT FROM CLOSED SESSION

There was no closed session of Council.

11. BY-LAWS

11.1 By-law No. 22-22, being a by-law to enter into an Animal Control Services Agreement with the Humane Society London & Middlesex

Moved By: Councillor Patton

Seconded By: Councillor Derbyshire

"RESOLVED THAT By-law No. 22-22, being a by-law to enter into an agreement for Animal Control Services with the Humane Society of London & Middlesex be given first and second reading this 13 day of December, 2022." – Carried.

Moved By: Councillor Smith

Seconded By: Councillor Derbyshire

"RESOLVED THAT By-law No.22-22 be given third reading, taken as read, properly signed and sealed, and numbered 22-22, this 13 day of December, 2022." – Carried.

11.2 By-law No. 23-22, being a by-law to confirm the proceedings of the Council of the Village of Newbury

Moved By: Councillor Patton

Seconded By: Councillor Smith

"RESOLVED THAT By-law No. 23-22, 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 December, 2022." – Carried.

Moved By: Councillor Patton

Seconded By: Councillor Harris

"RESOLVED THAT By-law No.23-22 be given third reading, taken as read, properly signed and sealed, and numbered 23-22, this 13 day of December, 2022." – Carried.

12. ADJOURNMENT

Moved By: Councillor Patton

Seconded By: Councillor Harris

"RESOLVED THAT the Council meeting be adjourned at 8:00 pm." – Carried.


REEVE DIANE BREWER


CLERK-TREASURER CATHY CASE

