

MINUTES
NEWBURY MUNICIPAL COUNCIL
Wednesday, December 18th, 2019
6:00 p.m.



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

MEMBERS ABSENT:

OTHERS PRESENT: Richard Pellerin, Sco-Terra Operations Group

STAFF PRESENT: Betty D. Gordon, Clerk-Treasurer

STAFF ABSENT:

CALL TO ORDER

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

1. DECLARATION OF PECUNIARY INTEREST:

No member declared a pecuniary interest in any item on the agenda.

2. DELEGATIONS:

1. Richard Pellerin, Sco-Terra Operations Group – sign agreement. The agreement was not signed at this meeting.
2. Sewer report and update. Richard was not prepared to report to Council at this meeting.
3. Ministry of Infrastructure upcoming ICIP under the Green Stream for projects to rehabilitate or replace water, wastewater or stormwater infrastructure. – this application has been sent to Sco-Terra for their consideration and review. Richard will provide a list of water/sewer projects to apply for in the near future and with Betty's help will apply for the ICIP grant.
4. Fire hose for sewer plant? Richard advised Council that Sco-Terra can use fire hose for many jobs and that it was mentioned that if the department was going to get rid of any they would take it.
5. Hydrant repair. Richard Villeneuve had provided a detailed report on the repair.

6. DWQMS update. The Clerk reviewed the December 16th Management Meeting Minutes with Council and Richard. Each item was read allowed and discussed. The recent adverse was discussed and it was noted that Sco-Terra performed the appropriate steps and sent in a second sample which showed no adverse. The January 17th, 2019 and the February 21st, 2019 audits were discussed and it was noted from the February 21st, audit that low pressure was reviewed and that Sco-Terra had suggested purchasing a low pressure monitoring system for the sewer plant. The suggestion was forwarded to Council, which Council will consider in the next grant that becomes available. It was suggested that the next mock exercise would be an issue with low chlorine. The new Ministry reg was discussed wherein the acceptable level of THMs was lowered from 100 mg/L down to 80.
7. As a mock exercise, Betty discussed with Council and Richard what to do if there was a low chlorine residual. Betty reviewed the tables from pages 2 and 3 in Element #8 which provide procedures if the chlorine is below 0.2 mg/L. Table 1 on page 8-3 provides control measures if there is a low free chlorine residual.
8. Adverse. Richard reviewed the steps that were taken when the lab advised Sco-Terra that they had received an adverse from Newbury. Lines were flushed and then staff resampled. The next sample was not adverse.
9. Atara Invoice. Richard and Council reviewed the comments from Atara that were responses from Newbury's comments regarding the invoice from the auger being repaired. Richard wanted some time to respond to Atara and would forward his replies to this office soon.
10. Newbury/SWM agreement. Copy of rate details. (cc Council – orange). Richard provided some information about a conference call he had with Jill, Greg and Kristen (SWM). Richard will respond to SWM soon.

2.1 WATER:

2.2 SEWER:

2.3 DRAINAGE:

1. Drainage repair on Pine Road. Russ has called D & B with no response.
2. Notice of On-Site meeting (SWM) Nov. 20 at 2:00 – SWM mun. office.

2.4 FIRE:

1. Monthly training records (received to November 19th, 2019).
2. Blue Card training update. The training will be done by April.

3. Yearly training wages. Chad discussed having a point system which would reward those who attend regular meetings to earn a bit more than those who don't Betty said she would help by creating a spreadsheet for the department to review.
4. Chad reported that the department is trying to apply for a grant to purchase new breathing apparatus.

2.5 BY-LAW ENFORCEMENT:

MEU Consulting (Bill Menzie) By-law Enforcement Report.

2.6 CHIEF BUILDING OFFICIAL:

CBO Report provided as per hours submitted. (cc. Council-blue)

3. COUNCIL MINUTES:

Council minutes of the regular Council meeting held on November 12th, 2019.

Moved By: Mike Noe

Seconded By: Russ Patton

“THAT the minutes from the regular Council meeting held on November 12th, 2019, be accepted as presented.”

Carried

4. BUSINESS ARISING FROM THE MINUTES:

5. CORRESPONDENCE:

INFORMATION ITEM

1. Municipal World Magazine, November. 2019.
2. CIMA update on Change Orders and complaint list. Clerk will review list with Council.
3. Media Release from Bill Rayburn, County CAO regarding the conditional agreement for the sale of 50 King St and 399 Ridout to York Developments. (cc. Council – green)

6. ACTION REQUIRED ITEMS:

1. Keith Crawford, Cyber insurance. (cc - Council – blue)

Moved By: Ron Challis

Seconded By: Russ Patton

“THAT Option 1 Cyber Insurance for \$712.00 per year be purchased.”

Carried

2. Sheila Morrison letter requesting a donation towards the Area Local Food Bank.
(cc. Council - purple)

Moved By: Mike Noe

Seconded By: Stacey Goldrick

“THAT \$500 be donated towards the Area Local Food Bank.”

Carried

7. FINANCIAL STATEMENT: (cc. Council – pink)

Financial Statements were not provided.

8. ACCOUNTS: (cc. Council - purple)

Moved By: Stacey Goldrick

Seconded By: Ron Challis

“THAT the accounts that total \$87,046.57 excluding the invoice from Atara for the auger repair, but including the invoice for \$3,390.00 from Patton Excavating be accepted as presented and paid in full.”

Carried

Russ Patton declared a conflict of interest in his invoice from Patton Excavating.

9. (a) NEW & UNFINISHED BUSINESS:

1. On November 19th, Adrian Pytka, a Frank Cowan appraiser, inspected Newbury’s buildings and properties and will provide an update on his findings.
2. On November 22nd, Peter Simcisko of Watson and Associates, met with the Clerk for a review of the new regulations for Asset Management. He advised me that Newbury has to have a policy prepared and he also recommended that I have our roads study updated now that Newbury’s roads have been resurfaced.

3. On November 27th, Brian McDougall, GM and Dallas Cundick, Manger of Planning for SCRCA, and Betty had a conference call to discuss concerns brought up by the SCRCA Board of Directors regarding possible duplication of effort and redundancy in providing comments and charging fees for municipal planning applications. Prior to the call Betty had asked Erin Besch, Newbury's County Planner, for her comments which were provided to Brian and Dallas during the conference call.
4. McNaughton Dodge provided a list of delivery trucks and a letter was forwarded to them asking them to use the new truck route.
5. Entegrus upgraded 10 poles to hold the skunk ornaments. The office is waiting for an updated invoice.
6. Watson and Associates filled out the Letter of Interest for the upcoming Municipal Modernization Program.

9. (b) OTHER BUSINESS:

1. Each Council member was given the opportunity to bring new business to the table.

In Camera to discuss staff wages.

Moved By: Mike Noe

Seconded By: Stacey Goldrick

“THAT Council go in camera to discuss staff wages.”

Carried

Moved By: Russ Patton

Seconded By; Ron Challis

“THAT Council rise from the in camera with a motion that the Clerk receives a 2% increase in wages.”

Carried

Council discussed that if SWM agreed to the terms in Newbury's water agreement then the following motion would take into effect the day it was passed.

Moved By: Mike Noe

Seconded By: Ron Challis

“THAT if SWM agrees to the terms in the SWM/Newbury agreement provided by Newbury then the Reeve and Clerk are authorized to sign the agreement.”

Carried

2. By-law 133-19, being a by-law to confirm proceedings of the Council of the Village of Newbury.

Moved By: Stacey Goldrick

Seconded By: Russ Patton

“THAT By-law 133-19, being a by-law to confirm proceedings of the Council of the Village of Newbury is given first and second reading this 18th day of December, 2019.”

Carried

Moved By: Ron Challis

Seconded By: Mike Noe

“THAT By-law 133-19 be given third reading, taken as read, properly signed and sealed, and numbered 133-19, this 18th day of December, 2019.”

Carried

10. ADJOURNMENT:

Moved By: Mike Noe

Seconded By: Ron Challis

“THAT the meeting be adjourned.”

Carried

The meeting adjourned at 8:28 p.m.

Upcoming Meetings (unless re-scheduled)

Regular Council will be on Monday, January 13th, 2019

REEVE DIANE BREWER

CLERK-TREASURER BETTY D. GORDON