

MINUTES
NEWBURY MUNICIPAL COUNCIL
Monday, December 10th, 2018
5:30 p.m.



MEMBERS PRESENT: Reeve Diane Brewer, Councillors, Ron Challis, Mike Noe, Russ Patton and Yves Larocque

MEMBERS ABSENT:

OTHERS PRESENT: Ralph Watson, NFD Captain and Trainer

STAFF PRESENT: Betty D. Gordon, Clerk-Treasurer

STAFF ABSENT:

CALL TO ORDER

The Clerk instructed Council members to declare their oath of office.

Following Council's Declaration of Office, Reeve Diane Brewer called the meeting to order at 5:33 p.m.

1. DECLARATION OF PECUNIARY INTEREST:

Mike Noe declared a pecuniary interest in item number 8.29.7.

2. DELEGATIONS:

- (a) Public Meeting OPA #12 and ZBA #25
22893 Hagerty Road Newbury
Owner: 1682492 Ont. Ltd. c/o Ozra Nazmdeh
Applicant: Hamid Golbaz

Documents copied for Council: Planner's Report (pink); Part A and location map for OPA By-law (blue) And Schedule A zoning map for Zoning By-law (orange)

Public Comments:

There was no public present.

Recommendations:

- i) That Amendment No. 12 to the Village of Newbury Official Plan which would re-designate the subject lands from ‘Commercial’ to ‘Commercial – Special Policy Area No. 1’ be adopted and forwarded to the County of Middlesex for consideration and approval
- ii) That the rezoning be approved.

By-law 131-18, is a by-law to adopt OPA #12, which will change the designation of certain lands lying on the west side of Hagerty Road, in between Dundas Street and Queen Street, being part of Lot 2 Block C, RP 153 from “Commercial” to “Commercial Special Policy Area No. 1” to permit the conversion of the existing structure into a duplex.

Moved By: Mike Noe

Seconded By: Yves Larocque

“THAT By-law 131-18, being a by-law to adopt OPA #12 is given first and second reading this 10th day of December, 2018.”

Carried

Moved By: Ron Challis

Seconded By: Mike Noe

“THAT By-law 131-18 be given third reading, taken as read, properly signed and sealed, and numbered 131-18, this 10th day of December, 2018.”

Carried

By-law 132-18, being a by-law to rezone the subject lands to a site-specific “Central Commercial (C1-2) Zone” to permit a “duplex” as an additional permitted use on the subject lands in order to facilitate the internal renovation of the building into a residential use.

Moved By: Yves Larocque

Seconded By: Ron Challis

“THAT By-law 132-18, being a by-law be given first and second reading this 10th day of December, 2018.”

Carried

Moved By: Mike Noe

Seconded By: Yves Larocque

“THAT By-law 132-18 be given third reading, taken as read, properly signed and sealed, and numbered 132-18, this 10th day of December, 2018.”

Carried

2.1 WATER:

1. SWM/Newbury water agreement is on-going.
2. Russ Patton will be replacing 10 curb stops in the near future.
3. A list of who has received new curb stops has been started. The Clerk will need some help from Mike and/or Kelly confirming the list.
4. The Clerk has contacted various agencies to ask if they can audit Newbury's Operations manual which is a requirement of the DWQMS (Drinking Water Quality Management System) but to date no one has been booked.
5. Review of DWQMS – The Clerk reviewed this document with the new Council. The Clerk reviewed all 21 Elements with the new Council. Council agreed that there are no revisions at this time for the risk assessment and outcomes including the newly added hazards as per the DWQMS 2.0. Council also reviewed the September 18th, management meeting minutes with no concerns.
6. DWQMS – mock emergency exercise. The Clerk conducted a mock emergency with Council – the scenario being a watermain break - Betty is on holidays and the office staff call Council – what do they do. Council was given current contact information for Sco-Terra and numbers were reviewed in Element 13 and Table 9 in Element 18. Council asked for office staff contact telephone numbers so they could also call them if required.
7. Appoint a member to the Tri-County Water Board.

Moved By: Mike Noe

Seconded By: Russ Patton

“THAT Mike Noe be appointed as the member to the Tri-County Water Board and Ron Challis as the alternate.”

Carried

2.2 SEWER:

1. Update on the operator contract for the Newbury's Wastewater Treatment Plant.

Moved By: Ron Challis

Seconded By: Mike Noe

“THAT Council go in camera to discuss a contract for the Newbury Wastewater Treatment Plant.”

Carried

Moved By: Ron Challis

Seconded By: Yves Larocque

“THAT Council rise from the in-camera meeting and that Sco-Terra be notified that Council is asking for their performance deposit, certificate of insurance and that they be notified that if they require an ESA then it will be their expense.”

Carried

2.3 **DRAINAGE:**

2.4 **FIRE:**

1. Draft Volunteer Information Form. (cc. Fire Dept. and Council – purple)
2. Ralph reported to Council that the department had their R2MR training and provided the invoice. Ralph asked to go into camera to discuss a personal issue with an identifiable volunteer.

Moved By: Ron Challis

Seconded By: Yves Larocque

“THAT Council go in camera to discuss a personal issue regarding an identifiable volunteer.”

Carried

Moved By: Ron Challis

Seconded By: Mike Noe

“THAT Council rise from the in camera meeting with no report.”

Carried

2.5 **BY-LAW ENFORCEMENT:**

MEU Consulting (Bill Menzie) no report. Council asked if MEU had a report on 26 Broadway Street and 22864 Hagerty Road.

2.6 **CHIEF BUILDING OFFICIAL:**

CBO report provided as per hours submitted. (cc. Council green)

3. **COUNCIL MINUTES:**

Council minutes of the regular Council meeting held on November 13th, 2018.

Moved By: Ron Challis

Seconded By: Mike Noe

“THAT the minutes from the regular Council meeting held on November 13th, be accepted as presented.”

Carried

4. BUSINESS ARISING FROM THE MINUTES:

1. Entegrus was notified to increase the water rate from \$2.00 to \$2.07 for the November read consumption due to an increase from Tri-Cty and SWM.
2. Two other companies inspected the trees that need to be removed and trimmed and will provide quotes in the near future.
3. Accessible playground equipment has been ordered but will not be delivered until 2019 when the area will be prepped for the installation.

5. CORRESPONDENCE:

INFORMATION ITEM

1. Municipal World Magazine, December. 2018.
2. Information from the County of Middlesex regarding their Road Widening Policy (cc. Council – green)

6. ACTION REQUIRED ITEMS:

1. The Clerk asked Council if they would like to continue with the building Incentive by passing the following motion which has been amended by removing the incentive of waiving the building permit fee.

Moved By: Mike Noe

Seconded By: Yves Larocque

“THAT Council offers the following incentive for 2019 wherein a grant equal to the local portion of the taxes on any new residential building be given back once the house is built, assessed by MPAC and the taxes are paid in full but if the building has not been completed by the permit one-year expiry date, then the grant will expire.”

Carried

2. SWM is organizing an orientation day for Council and staff on Wednesday Dec. 12 from 10:30 – 2:00 p.m. If you are going to attend you need to respond through the link provided to you in an email.

7. **FINANCIAL STATEMENT:** (cc. Council - white)

Moved By: Mike Noe

Seconded By: Ron Challis

“THAT the financial statements be accepted as presented.”

Carried

8. **ACCOUNTS:** (cc. Council - purple)

Moved By: Ron Challis

Seconded By: Yves Larocque

“THAT the accounts that total \$ be accepted as presented and paid in full.”

Carried

9. (a) **NEW & UNFINISHED BUSINESS:**

Wage Review for Clerk Treasurer

Moved By: Ron Challis

Seconded By: Yves Larocque

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

Carried

Moved By: Mike Noe

Seconded By: Yves Larocque

“THAT the Clerk Treasurer receive a 5% increase in wages.”

Carried

9. (b) **OTHER BUSINESS:**

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

The Clerk asked if she could have 2 Christmas basket draws this year as she has in the past and if Council would agree to the property decorating contest as well. Council agreed to both.

2. By-law 133-18, being a by-law to confirm proceedings of the Council of the Village of Newbury.

Moved By: Mike Noe

Seconded By: Ron Challis

“THAT By-law 133-18, being a by-law to confirm proceedings of the Council of the Village of Newbury is given first and second reading this 10th day of December, 2018.”

Carried

Moved By: Russ Patton

Seconded By: Yves Larocque

“THAT By-law 133-18 be given third reading, taken as read, properly signed and sealed, and numbered 133-18, this 10th day of December, 2018.”

Carried

10. ADJOURNMENT:

Moved By: Mike Noe

Seconded By: Ron Challis

“THAT the meeting be adjourned.”

Carried

The meeting adjourned at 8:25 p.m.

Upcoming Meetings (unless re-scheduled)

Regular Council on Monday, January 14th, 2018.

REEVE DIANE BREWER

CLERK-TREASURER BETTY D. GORDON