

MINUTES  
VILLAGE OF NEWBURY COUNCIL MEETING  
MONDAY, SEPTEMBER 15, 2025  
6:00 pm  
Council Chambers



Council: Reeve Diane Brewer  
Councillor Clyde Harris  
Councillor Russell Patton  
Councillor Jerard Rajendran

Regrets: Councillor Kevin Derbyshire

Staff: Cathy Case, Clerk-Treasurer  
Chad Trethewey, Fire Chief (for part of meeting)

**1. CALL TO ORDER**

Reeve Brewer called the meeting to order at 6:03 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 in Agenda Item 7.7 (i) Winter Maintenance 2025-2026 as he is the principal owner of Patton Excavating.

**3. TIMED EVENTS**

**6:05 PM      CLOSED SESSION  
Paul McCleary**

Moved By: Councillor Rajendran  
Seconded By: Councillor Harris

"RESOLVED THAT Council with the inclusion of the Clerk-Treasurer move to closed session under Section 239(2) of the Municipal Act (a) the security of the property of the municipality or local board; (b) personal matters about an identifiable individual, including municipal or local board employees at 6:04 pm and that Paul McCleary and Ken Hart be included in the closed session." – Carried.

Moved By: Councillor Harris

Seconded By: Councillor Rajendran

"RESOLVED THAT Council and Clerk-Treasurer rise from closed session at 6:50 pm with no report and resume regular session." – Carried.

#### **7:20 PM      CLOSED SESSION**

**Hemraj Chouhan**

Moved By: Councillor Harris

Seconded By: Councillor Rajendran

"RESOLVED THAT Council with the inclusion of the Clerk-Treasurer move to closed session under Section 239(2) of the Municipal Act (a) the security of the property of the municipality or local board; (b) personal matters about an identifiable individual, including municipal or local board employees at 7:20 pm and that Hemraj Chouhan be included in the closed session." – Carried.

Moved By: Councillor Harris

Seconded By: Councillor Rajendran

"RESOLVED THAT Council and Clerk-Treasurer rise from closed session at 7:30 pm with no report and resume regular session." – Carried.

#### **4.      COUNCIL MINUTES**

Minutes of the regular Council meeting held on August 20, 2025 were reviewed.

Moved By: Councillor Rajendran

Seconded By: Councillor Harris

"RESOLVED THAT the minutes from the regular Council meeting held on August 20, 2025 be approved as circulated." – Carried.

#### **5.      BUSINESS ARISING FROM THE MINUTES**

The Clerk-Treasurer updated Council on Zoning By-law Amendment Application ZBA-01-2025. The applicant has requested that the application be put on hold until further notice.

#### **6.      CORRESPONDENCE**

##### **NON-ACTION CORRESPONDENCE**

6.1 Middlesex County – Middlesex County Council Community Improvement Support Program (CISP)

6.2 Middlesex County – Food Drive

6.3 Ontario Clean Water Agency – OWCA Water Talks Invitation to webinars

6.4 Paul Dube, Ombudsman of Ontario – 2024-2025 Annual Report (copy available for review)

Moved By: Councillor Harris

Seconded By: Councillor Rajendran

“RESOLVED THAT Council receive and file correspondence items 6.1 to 6.4.” – Carried.

**ACTION CORRESPONDENCE**

6.5 Township of Larder Lake – request for extension of certification deadlines under Ontario Regulation 343/22

Moved By: Councillor Harris

Seconded By: Councillor Patton

“WHEREAS Ontario Regulation 343/22 mandates that firefighters performing specific fire protection services be certified to a prescribed standard by July 1, 2026, with certain technical rescue disciplines requiring certification by July 1, 2028;

AND WHEREAS the Village recognizes and supports the value of the certification requirements mandated by the Province of Ontario, acknowledging that standardized training enhances firefighter safety, service quality, and public trust;

AND WHEREAS the Office of the Fire Marshal (OFM) and Ontario Fire College (OFC) are actively working to provide training and certification programs, including offering over 600 courses annually, yet some certification programs and testing resources remain under development or are not yet widely accessible, particularly in the Ontario Seals Programs;

AND WHEREAS many fire departments in Ontario are staffed predominantly by volunteer firefighters who balance full-time employment with their emergency service commitments;

AND WHEREAS the certification programs are still in development and the current availability does not adequately reflect the operational realities of volunteer fire departments, especially in rural communities, where training opportunities are limited and certification demands place undue pressure on personnel and municipal resources;

AND WHEREAS when firefighter certification was first introduced in 2018, smaller/rural Municipalities raised concerns that they do not provide the same level of protection services as larger municipalities or urban centres. The Province responded thoughtfully by introducing new legislation to allow municipalities to certify firefighters only to the services they actually provide. This flexibility is appreciated and reflects a fair and practical approach, however, training programs for many of these service-specific certifications are still not available;

AND WHEREAS it is unreasonable to expect volunteer firefighters—who already balance full-time employment and community service—to independently develop curriculums and training programs in-house that meet provincial standards and adequately prepare them for certification exams;

AND WHEREAS smaller rural volunteer fire department often lack the necessary resources, certified personnel, and specialized expertise to independently develop training curriculums or qualify for learning contracts with the Ontario Fire College;

AND WHEREAS these departments have long relied on the Ontario Fire College's course offerings and have been patiently awaiting the release of the Ontario Seals Programs, having noted preliminary pilot initiatives in Northern Ontario and anticipating a broader rollout of these programs in the near future;

AND WHEREAS rural municipalities would welcome the opportunity to engage in dialogue with the Office of the Fire Marshal to address current barriers and explore collaborative solutions:

THEREFORE BE IT RESOLVED THAT the Council of the Village of Newbury respectfully requests that the Province of Ontario, through the Ministry of the Solicitor General and the Office of the Fire Marshal, extend the compliance deadlines outlined in Ontario Regulation 343/22 to a minimum of two years beyond the final release date of the Ontario Seals programs offered in the regulation for all affected certification categories;

AND THAT the Province consider implementing a phased or regionally adaptive approach to certification deadlines, taking into account the availability of training programs and the unique challenges faced by volunteer fire services in Rural Ontario;

AND THAT this resolution be forwarded to the Minister of the Solicitor General, the Ontario Fire Marshal, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), the Ontario Association of Fire Chiefs (O AFC), and MPP Steve Pinsonneault." – Carried.

## **7. STAFF REPORTS**

### **7.1 Fire**

Fire Chief Chad Trethewey attended the meeting at 6:50 pm.

#### **i) Training Update**

Firefighter CPR and first aid recertification has been completed. In house training on piercing nozzle and pumper hook up has been completed.

#### **ii) Firefighter Recruitment**

A new recruitment ad has been posted on social media.

#### **iii) Pest Control Update**

There have been no sightings of a squirrel; there continues to be insulation on the floor.

Other:

Moved By: Councillor Rajendran

Seconded By: Councillor Patton

"RESOLVED THAT Council with the inclusion of the Clerk-Treasurer and Fire Chief move to closed session under Section 239(2) of the Municipal Act (b) personal matters about an identifiable individual, including municipal or local board employees at 6:58 pm." – Carried.

Moved By: Councillor Patton

Seconded By: Councillor Harris

"RESOLVED THAT Council and Clerk-Treasurer rise from closed session at 7:14 pm with no report and resume regular session." – Carried.

Fire Chief Trethewey reported that the pumper truck is 23 years old. He is keeping an eye out for a replacement. The Fire Chief is also obtaining quotes for sheet metal to cover the wall between the truck bay and the office area.

Fire Chief Trethewey left the meeting at 7:20 pm.

## **7.2 Building Services**

There were no building permits issued in August 2025.

## **7.3 By-law Enforcement**

The By-law Enforcement Report for August 2025 was reviewed.

Moved By: Councillor Harris

Seconded By: Councillor Rajendran

"RESOLVED THAT Council accept the By-law Enforcement Report for August 2025 as submitted by the By-law Enforcement Officer." – Carried.

## **7.4 Drainage**

### **i) Robinson Drain Clean Out**

A quote for the clean out of a portion of the Robinson Drain has been received.

Moved By: Councillor Rajendran

Seconded By: Councillor Harris

"RESOLVED THAT Council accept the quote from B. Crow Excavation in the amount of \$9,741.00 plus hst for the clean out of a portion of the Robinson Drain." – Carried.

## **7.5 Water**

### **i) Ministry of the Environment, Conservation and Parks**

An inspection of the Newbury Distribution System was conducted on June 18, 2025. A copy of the Inspection Report was provided. There were no instances of non-compliance and/or non-conformance identified during the inspection.

Moved By: Councillor Rajendran

Seconded By: Councillor Patton

“RESOLVED THAT Council accept the Report of the Inspection of the Newbury Distribution System on June 18, 2025 from the Ministry of the Environment, Conservation and Parks as submitted.” – Carried

### **ii) Tri-County Water Board of Management – Municipal Services Corporation**

The Tri-County Water Board of Management has been discussing the creation of a Municipal Services Corporation to manage the water distribution system. Council received a copy of the report from June 2024 created by the Association of Municipalities of Ontario (AMO) and the Municipal Finance Officers' Association of Ontario (MFOA) for review, as well as a link to a more fulsome 'Report of the Expert Panel on the feasibility of a water and wastewater utility model to be offered by LAS'.

Moved By: Councillor Harris

Seconded By: Councillor Rajendran

“RESOLVED THAT Newbury Council is not in favour of moving to a municipal services corporation for the supply and delivery of water prior to consideration of the impact on local service and confirmation that current capacity allocated to the Village remains.” – Carried.

## **7.6 Sewer**

## **7.7 Administration**

### **i) Winter Maintenance 2025-2026**

The Village has contracted winter maintenance which includes snow removal from roads and sidewalks and application of sand/salt when required to Patton Excavating. Patton Excavating is interested in continuing to provide these services for the 2025-2026 winter season. The purchasing by-law allows Council to continue with an existing contract provided an increase is less than 5%.

Moved By: Councillor Rajendran

Seconded By: Councillor Harris

“RESOLVED THAT Council request a proposal from Patton Excavating for the 2025-2026 winter maintenance.” – Carried.

## ii) Newbury Old Boys Park

Moved By: Councillor Harris

Seconded By: Councillor Rajendran

"RESOLVED THAT the washrooms at Newbury Old Boys' Park be closed for season by Friday, September 19, 2025 and that the sewer line at the Newbury Old Boys' Park be replaced as soon as possible." – Carried.

## iii) Council Meeting Date – confirm October meeting date

Moved By: Councillor Harris

Seconded By: Councillor Rajendran

"RESOLVED THAT the next regular meeting of the Council of the Village of Newbury be on Thursday, October 23, 2025 beginning at 6:00 pm." – Carried.

**7.8 Financial**

## i) Accounts Listing

Moved By: Councillor Patton

Seconded By: Councillor Rajendran

"RESOLVED THAT Council approve the accounts in the amount of \$141,220.55 as presented." – Carried.

**8. NEW BUSINESS**

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

Councillor Harris asked if sludge from wastewater treatment plant would be available for land application.

**9. CLOSED SESSION**

Moved By: Councillor Rajendran

Seconded By: Councillor Patton

"RESOLVED THAT Council with the inclusion of the Clerk-Treasurer move to closed session under Section 239(2) of the Municipal Act (a) the security of the property of the municipality or local board; (b) personal matters about an identifiable individual, including municipal or local board employees and (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose at 8:10 pm." – Carried.

**10. RISE AND REPORT FROM CLOSED SESSION**

Moved By: Councillor Harris

Seconded By: Councillor Rajendran

"RESOLVED THAT Council and Clerk-Treasurer rise from closed session at 8:45 pm with no report and resume regular session." – Carried.

**11. BY-LAWS****11.1 By-law No. 15-25 to confirm the proceedings of Council**

Moved By: Councillor Patton

Seconded By: Councillor

RESOLVED THAT By-law No. 15-25, being a by-law to confirm the proceedings of the Council of the Village of Newbury be given first, second and third reading this 15 day of September, 2025." – Carried.

**12. ADJOURNMENT**

Moved By: Councillor Patton

Seconded By: Councillor Harris

"RESOLVED THAT Council adjourn at 8:46 pm." – Carried.

  
REEVE DIANE BREWER

  
CLERK-TREASURER CATHY CASE