

MINUTES  
VILLAGE OF NEWBURY COUNCIL MEETING  
TUESDAY, FEBRUARY 11, 2025  
6:00 pm  
Council Chambers



Council: Reeve Diane Brewer  
Councillor Kevin Derbyshire (arrived at 7:07 pm)  
Councillor Clyde Harris  
Councillor Russell Patton

Absent with Notice: Councillor Randy Smith

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 6:05 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 pecuniary interests declared.

**3. TIMED EVENTS**

**4. COUNCIL MINUTES**

Minutes of the regular Council meeting held on January 14, 2025

Moved By: Councillor Patton

Seconded By: Councillor Harris

"RESOLVED THAT the minutes from the regular Council meeting held on January 14, 2025 be approved as circulated." – Carried.

**5. BUSINESS ARISING FROM THE MINUTES**

Councillor Patton asked if there had been any response from the County on the intersection at Concession Drive and Hagerty Road. The Clerk-Treasurer advised that the County will investigate situation once snow has melted.

**6. CORRESPONDENCE****NON-ACTION CORRESPONDENCE**

- 6.1 County of Middlesex – Middlesex County Council Meeting Highlights  
January 14, 2025
- 6.2 County of Middlesex – Updated 2025 Middlesex County Council and Library  
Board Meeting Calendar
- 6.3 CAO, County of Middlesex – Establishing a Formal Data-Sharing  
Arrangement for Building Permit Information
- 6.4 Ministry of Rural Affairs – Introduction of “Enabling Opportunity: Ontario’s  
Rural Economic Development Strategy”
- 6.5 City of Stratford – Invitation to Civic Night, Thursday, September 25, 2025
- 6.6 Thank you from McNaughton’s Home Hardware Building Centre

Moved By: Councillor Patton

Seconded By: Councillor Harris

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

**ACTION REQUIRED CORRESPONDENCE**

- 6.7 CUPW – Industrial Inquiry Commission Reviewing Canada Post

Moved By: Councillor Harris

Seconded By: Councillor Patton

“RESOLVED THAT Council receive and file correspondence item 6.7 from CUPW.” –  
Carried.

- 6.8 Middlesex-London Health Unit – 2025 Request for Letter for Private  
Applications for Mosquito Larviciding Permits

Moved By: Councillor Harris

Seconded By: Councillor Patton:

“RESOLVED THAT Council supports local action by the Middlesex-London Health Unit to reduce the risk of West Nile Virus including larviciding catch basins and other surface water locations within our jurisdiction and supports any permit application for West Nile Virus control submitted to the Ministry of the Environment from an

appropriately licensed exterminator to apply a larvicide into catch basins located on private property within the Village of Newbury.” – Carried.

## **7. STAFF REPORTS**

### **7.1 Fire**

Fire Chief Chad Trethewey attended the meeting at 7:00 pm.

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

The latest fire training was an on-site response training. Firefighters reviewed locating fire hydrants, truck placement for hydrant access and traffic control.

Katherine Root and Bradley Trethewey have received training certificates. No new training has been arranged yet. Each firefighter can set up an account with the Ontario Fire College which will track certifications and provide costs for upcoming courses.

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

There are no new recruits. A video made by Bradley Trethewey was posted to the Fire Department Facebook page but those expressing interest in joining live further away.

#### **iii) Firehall Flooring Replacement Project**

The flooring and bathroom renovation is complete. Chief Trethewey has made a shelf for the radio and equipment. Staff will look into mats/runners, as well as arrange for the renovated area to be cleaned regularly.

#### **iv) Fire Protection Grant**

Chief Trethewey is waiting for quotes on movable storage units to hang bunker gear after cleaning to dry.

Other:

-Reeve Brewer asked if there is a plan to distribute the remaining CO detectors.

-Chief Trethewey advised that he is finalizing expenses related to the structure fire in December. He will submit the SIR to the office for submission to Fire Marque.

Chief Trethewey left the meeting at 7:35 pm.

### **7.2 Building Services**

There were no building permits issued in January 2025.

### **7.3 By-law Enforcement**

The By-law Enforcement Report for January 2025 has not been received.

#### **7.4 Animal Control**

The Humane Society London Middlesex has not submitted the Q4 report.

#### **7.5 Water**

i) DWQMS

External audit commences on February 19, 2025.

ii) Tri-County Water Board of Management Meeting

The agenda from January 28, 2025 Tri-County Water Board of Management Meeting And Minutes from December 17, 2024 meeting were circulated for review.

iii) Purchase Hand-held Meter Reader

The Clerk-Treasurer reported that the Sensus hand-held meter reader has been misplaced. The estimated cost to replace will be \$975.00 plus taxes.

#### **7.6 Sewer**

i) Quote – Electric Actuator Replacements

In June 2024, Council approved replacement of one (1) of four (4) electric actuators. In late January, a second actuator failed and required replacement. The final 2 have also failed and are scheduled for replacement on February 11, 2025.

Moved By: Councillor Harris

Seconded By: Councillor Patton

"RESOLVED THAT Council approve the quotes for three replacement electric actuators from Troy-Ontor Inc. in the amount of \$23,231.00 plus taxes and installation costs as submitted by Sco-Terra Operations Group." – Carried.

#### **7.7 Administration**

i) Middlesex County OPP Detachment Board

The agenda for the February 19, 2025 meeting and Minutes from the October 30, 2024 meeting were circulated for review, along with a copy of the draft Budget for the Police Services Board. Newbury's estimated share of 2025 Board expenses is \$231.00.

Moved By: Councillor Harris

Seconded By: Councillor Patton

"RESOLVED THAT Council receive and file the Middlesex County OPP Detachment Board information as circulated." – Carried.

## ii) Limerick Landfill Closure Report

Moved By: Councillor Harris

Seconded By: Councillor Patton

"RESOLVED THAT Council approve the retention of the Middlesex County Barristers and Solicitors Office for the Limerick Landfill Agreement negotiation and that the Clerk-Treasurer be authorized to sign the joint retainer on behalf of the Village of Newbury." – Carried.

## iii) Village of Newbury Official Plan Update

The Clerk-Treasurer advised that the County Planning is proceeding with the Official Plan review for the Village. A consultant has been engaged to work through the process.

## iv) 2025 Ball Diamond Rental Fees

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

"RESOLVED THAT the rental fee for the ball diamond at Newbury Old Boy's Park be set at \$500.00 for Men's Slo-Pitch League and \$375.00 for Ladies Slo-Pitch and Men's Fastball Leagues for the 2025 season." – Carried.

## v) 2025 Budget Meeting Date

Moved By: Councillor Patton

Seconded By: Councillor Harris

"RESOLVED THAT Council schedule Monday, March 3, 2025 at 5:00 pm for a special meeting to consider the 2025 Municipal Budget." – Carried.

**7.8 Financial**

## i) Accounts Listing

Moved By: Councillor Patton

Seconded By: Councillor Harris

"RESOLVED THAT Council approve the accounts in the amount of \$85,204.32 as presented." – Carried.

## ii) Four Counties Transit – 2024 Year End Deficit

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

"RESOLVED THAT Council accept the 2024 Four Counties Transit Financial Report as submitted." – Carried.

## iii) Financial Report

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

"RESOLVED THAT Council accept the financial report as circulated." – Carried.

**8. NEW BUSINESS**

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

Councillor Patton reported that one beaver has been removed from the Government 5 & 6 Drain.

8.2 Other

The Clerk-Treasurer will proceed with booking inflatables, face painter and clown for Canada Day.

**9. CLOSED SESSION**

Moved By: Councillor Patton

Seconded By: Councillor Harris

"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, (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board at 7:20 pm." – Carried.

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

Moved By: Councillor Derbyshire

Seconded By: Councillor Harris

"RESOLVED THAT Council rise from closed session at 7:40 pm with no report." – Carried.

**11. BY-LAWS****11.1 By-law No. 05-25, being a by-law to confirm the proceedings of Council**

Moved By: Councillor Derbyshire

Seconded By: Councillor Patton

"RESOLVED THAT By-law No. 05-25, being a by-law to confirm the proceedings of the Council of the Village of Newbury be given first, second and third reading this 11 day of February, 2025." – Carried.

**12. ADJOURNMENT**

Moved By: Councillor Patton

Seconded By: Councillor Harris

"RESOLVED THAT Council adjourn at 8:15 pm." – Carried.

  
REEVE DIANE BREWER

  
CLERK-TREASURER CATHY CASE