

**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

April 17, 2024, 6:00 p.m.

Members Present: Mayor Brian Ropp
Deputy Mayor Paul Hodgins
Councillor Ward 1 Sara Nirta
Councillor Ward 2 Bill Irwin
Councillor Ward 3 Charles Daigle
Councillor Ward 4 John Keogh
Councillor Ward 5 Adrian Cornelissen

Staff Present: Director of Finance Estelle Chayer
Manager of Public Works Vance Czerwinski
Director of Infrastructure and Operations Jaden Hodgins
Director of Corporate Services/Clerk Ashley Cook
Fire Chief Greg Vandenheuvel
Deputy Clerk Alan Bushell

The Regular Meeting of the Council of the Municipality of North Middlesex was held under the provisions contained within the North Middlesex Procedural By-law and may be held in whole or in part without physically being present at 229 Parkhill Main Street, Parkhill.

1. CALL TO ORDER

Mayor Ropp called the meeting to order at 6:00 p.m. with a quorum present by way of livestream on the North Middlesex You Tube Channel.

Mayor Ropp acknowledged volunteer appreciation week.

2. DISCLOSURE OF PECUNIARY INTEREST

(Municipal Conflict of Interest Act – Section 5 requires any member of Council to declare a pecuniary interest and general nature thereof, prior to any consideration on that matter. 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. The disclosures become part of a Public Registry as required under the Act.

3. MINUTES OF PREVIOUS MEETINGS

Moved By: S. Nirta

Seconded By: C. Daigle

That the attached minutes be approved as presented.

CARRIED

3.1 Regular Meeting Minutes - April 3 2024

4. DELEGATIONS

4.1 Ontario Clean Water Agency - Fourth Quarter Report

Rod Dupuis and Susan Budden provided the Fourth Quarter Report.

Updates and Clarifications on the submitted report include:

- Provided clarification that re-imbursements are not pending for locates as they were not submitted via the Ontario One Call System.
- Vehicle maintenance costs were up, largely due to an aging fleet.
- Updated the locates requested line to a total of approximately 2500.
- A significant portion of the locates were due to the fiber optic line installation.

4.2 Middlesex Federation of Agriculture - Year in Review

Ian Brebner provided the presentation.

Updates to the submitted report include:

- A new roadside sign program has been implemented, explaining what the crops to passing motorist.
- The Federation visited every municipality within the County last year, and plans to this year as well.

5. DEPARTMENTAL REPORTS

5.1 Report from the Director of Finance, Estelle Chayer, Council Remuneration 2023

Moved By: S. Nirta

Seconded By: B. Irwin

THAT the report entitled Council Remuneration 2023 be received as information.

CARRIED

- 5.2 Report from the Director of Infrastructure and Operations, Jaden Hodgins, 2024 Water Meter Replacement Project

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT Council receive this report for information;

AND THAT Council enter into a contract with Evans Supply Limited for the 2024 Water Meter Replacement Project at a total cost of \$122,089.00 (excluding HST);

AND THAT the Mayor and Clerk be authorized to execute any contract or other documents to give effect to these recommendations;

AND THAT Council direct staff to develop a lifecycle management strategy to proactively manage water meter replacements.

CARRIED

- 5.3 Report from the Manager of Public Works, Vance Czerwinski, 2024 Gravel Tender Results

Moved By: A. Cornelissen

Seconded By: S. Nirta

THAT Council award to the Gravel Tender RD-1 of 2024 to E&W Blane Trucking & Excavating Ltd. For \$758,000.00 excluding HST.

CARRIED

6. PASSING OF ACCOUNTS

- 6.1 Report from the Director of Finance - Accounts Payable

Moved By: C. Daigle

Seconded By: B. Irwin

THAT council receive and accept the following accounts payable report as information only.

CARRIED

7. COMMITTEE REPORTS

- 7.1 Lake Huron Primary Water Supply Joint Mgmt Board
- 7.2 ABCA (Cr. Cornelissen)
Upcoming meeting on April 18, 2024.
Discussed the levy increase, to cover the asset management plan.
- 7.3 BWRA (Cr. Keogh)
Received the board notes for the next meeting.
- 7.4 EDAC (Cr. Nirta, Cr. Irwin, Deputy Mayor Hodgins)
Next meeting April 18, 2024.
- 7.5 LSAC (Cr. Irwin, Deputy Mayor Hodgins)
Councilor Irwin, reported on the positive feedback North Middlesex received for its presentation on School Enrollment.

7.5.1 Minutes February 8, 2024

7.5.2 Amend By-law and Terms of Reference - LSAC

7.5.2.1 Terms of Reference

Moved By: S. Nirta

Seconded By: B. Irwin

**THAT a By-law amendment be prepared to update the Terms of Reference for the Local School Advisory Committee;
AND THAT the new By-law differ from the current by-law by prescribing the following:**

- **Change the quarterly meetings to the second Thursday of the month at 6:00 p.m.**
- **Quorum of the committee is five (5) voting members including the Chair or Vice Chair member and four (4) other voting members.**

CARRIED

- 7.6 Recreation Committee (Cr. Daigle, Cr. Keogh, Cr. Nirta)

7.6.1 Minutes - December 19, 2023

7.6.2 Recommendation - Youth Hub in Ailsa Craig

Moved By: C. Daigle
Seconded By: S. Nirta

THAT Council supports Krista Munn investigating a Youth Hub in Ailsa Craig.

CARRIED

- 7.7 Policies Review Committee (Mayor Ropp, Deputy Mayor Hodgins, Cr. Daigle)

A meeting was held April 17, 2024.

- 7.8 Fire Committee (Mayor Ropp, Cr. Cornelissen, Cr. Daigle)

THAT the amended terms be considered as a By-Law amendment during the reading of the By-laws.

7.8.1 Minutes - January 9, 2024

7.8.2 Amended Terms of Reference - Fire Committee

- 7.9 Budget Committee (Mayor Mayor)

- 7.10 Community Development Fund Committee (Mayor Ropp, Cr. Nirta, Cr. Cornelissen)

- 7.11 OCWA Client Advisory Board (CAO)

- 7.12 Middlesex County OPP Detachment Board

Resumes that were submitted during the application period are actively being considered for the open board position.

8. CORRESPONDENCE

9. OTHER AND URGENT BUSINESS

1. Councillor Irwin: Inquired about the Fiber Optic install repair schedule.
Director Hodgins: Is reaching out to the companies to resolve restoration request.
Informed Council that, contact information for the telecommunication companies is available for residents to inquire about their property.

2. Councillor Irwin: Update requested on the Queen Street Restoration.

3. Councillor Irwin: Update requested on past capital projects that have not been completed or started over the past few years.

CAO Tripp: Informed Council that the Treasury department is currently backlogged with essential projects, and updates will come when appropriate.

4. Councillor Nirta: Provided concerns for roads conditions.

Manager Czerwinski: Acknowledged the concerns and will be investigating.

5. CAO Tripp: Accepted an appointment on the Middlesex County Economic Development Corporation board.

6. CAO Tripp: The Municipality received approval for a daycare grant in Parkhill.

7. Mayor Ropp: Asked question regarding stray cat control.

Clerk Cook: Cat services are not provided by the Municipality.

8. Councillor Daigle: Asked if the By-law officer is currently active.

Clerk Cook: The By-law appointing the officer is on this agenda, and the Officer is actively being onboarded.

10. DEFERRED ITEMS FROM PREVIOUS MEETINGS

10.1 Environment Committee

Deferred April 5, 2023

(Councillor Irwin to follow up)

10.2 Parkhill Main St. Cost Increase

Deferred February 21, 2024

(Director of Infrastructure and Operations to follow up)

10.3 Staff Reports

Drainage Act Clarifications - Infraction Implications

Parkhill Main Street Construction - Status Update

Ailsa Craig Water Tower - Status Update

Parkhill Fire Hall - Status Update

11. COMMUNICATIONS (Including County Council Meeting Report)

11.1 Middlesex County Council Meeting Highlights - March 26 2024

11.2 Middlesex County Council Meeting Highlights - April 9 2024

11.3 MLHU Board of Health Meeting Summary - March 21 2024

12. READING OF THE BY-LAWS

Moved By: P. Hodgins

Seconded By: B. Irwin

THAT By-laws 033 of 2024, 034 of 2024, 035 of 2024, and 036 of 2024 be read a first and second time.

Provision for questions

CARRIED

Moved By: S. Nirta

Seconded By: J. Keogh

THAT By-laws 016 of 2024, 017 of 2024, 028 of 2024, 033 of 2024, 034 of 2024, 035 of 2024, and 036 of 2024 be read a third and final time.

CARRIED

Moved By: C. Daigle

Seconded By: A. Cornelissen

THAT By-laws 016 of 2024, 017 of 2024, and 028 of 2024 be read a third and final time.

CARRIED

12.1 016 of 2024 - Van Aert Drain No. 2

(Third and Final)

12.2 017 of 2024 - Michielsen and Tap Drains

(Third and Final)

12.3 028 of 2024 - ZBA 30758 Kerwood Rd Temp Use

(Third and Final)

12.4 033 of 2024 - Amend Terms of Reference for the Fire Committee

12.5 034 of 2024 - Appoint a Municipal By-Law Officer

12.6 035 of 2024 - Appoint a Municipal Livestock Valuer

12.7 036 of 2024 - Confirming

13. CLOSED MEETING (Under Section 239 of the Municipal Act)

Moved By: S. Nirta

Seconded By: C. Daigle

That the Open Meeting adjourn to Closed Meeting, to receive information under the following exception:

Municipal Act (3.1) Education and Training;

Municipal Act (2)(k) Instruction to be applied to negotiations.

CARRIED

13.1 Minutes

13.2 Middlesex County - Services Review and Training

13.2.1 239(3.1)1. The meeting is held for the purpose of educating or training the members.

13.2.2 239(2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

13.3 Protected Group

13.3.1 239(2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

14. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Moved By: B. Irwin

Seconded By: S. Nirta

THAT the Closed Meeting adjourn and return to Open Meeting at with the following Rise and Report:

THAT an extension to the YMCA Contract is authorized up to August 31, 2024;

AND THAT the public be advised that previous minutes of a Closed session were adopted.

CARRIED

15. ADJOURNMENT

Moved By: J. Keogh

Seconded By: S. Nirta

That the Meeting adjourn at 7:58.

CARRIED

MAYOR

CLERK