



**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

April 3, 2024, 5:45 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: Chief Administrative Officer, Carolyn Tripp
Director of Finance/Treasurer Estelle Chayer
Economic Development and Communications Coordinator
Natalie Core
Director of Infrastructure and Operations Jaden Hodgins
Director of Corporate Services / Clerk Ashley Cook,
Drainage Superintendent Joanne Sadler

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 5:45 p.m. with a quorum present.

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.

None.

3. COURT OF REVISION – DRAINAGE

3.1 5:45 p.m. for Van Aert Drain No. 2

3.1.1 Appointment of Members – Mayor, Deputy Mayor and Ward Councillor Keogh

3.1.2 Drainage Overview Report – Drainage Superintendent

Drainage Superintendent presented her report.

3.1.3 Consideration of Appeal (if any)

None.

3.1.4 Decision - Engineers Report

Moved By: J. Keogh

Seconded By: P. Hodgins

THAT the Court of Revision confirm the assessment schedule(s) as detailed in R. Dobbin Engineering Inc.'s Report dated February 14, 2024, for the Van Aert Drain No. 2 and that a motion be made to accept the assessments.

CARRIED

3.2 5:55 p.m. Michielsen & Tap Drains

3.2.1 Appointment of Members - Mayor, Deputy Mayor and Ward Councillor Cornelissen

3.2.2 Drainage Overview Report - Drainage Superintendent

Drainage Superintendent presented her report.

3.2.3 Consideration of Appeal (if any)

None.

3.2.4 Decision (Engineers Report)

Moved By: A. Cornelissen

Seconded By: P. Hodgins

THAT the Court of Revision confirm the assessment schedule(s) as detailed in R. Dobbin Engineering Inc.'s Report dated February 14, 2024, for the Michielsen and Tap Drains and that a motion be made to accept the assessments.

CARRIED

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

THAT Court of Revision adjourn at 5:50 p.m.

CARRIED

4. CALL TO ORDER

Mayor Ropp called the meeting back to order at 6:00 p.m. with a quorum present.

Moved By: B. Irwin
Seconded By: S. Nirta

THAT Regular meeting adjourn and proceed to Public Meetings including Committee of Adjustment, and Drainage as listed on the agenda.

CARRIED

5. COMMITTEE OF ADJUSTMENT AND PUBLIC MEETING

5.1 Notice of Public Meeting to Consider Application MV-6-2024 located at 10802 Argyle St.

5.1.1 Planners Evaluation Report

The Planner presented her report.

5.1.2 Provision for Applicant Remarks

Applicant not present.

5.1.3 Provision for Written Submissions

None.

5.1.4 Provision for Public Comments

None.

5.1.5 Provision for Committee Questions

None.

5.1.6 Decision (approve, defer with reason, deny with reason) See Planner's report for recommendation

Moved By: B. Irwin

Seconded By: J. Keogh

THAT the Application for Minor Variance MV-6-2024, in order to permit a maximum accessory structure height of 8.0 m (26.25 ft) whereas Section 7A.2 j) permits a maximum height of 5.5 m (18.04 ft), be GRANTED.

CARRIED

5.2 Notice of Public Meeting to Consider Application MV-7-2024 Located at 3459 Mount Carmel Dr.

5.2.1 Planner's Evaluation Report

The Planner presented her report.

5.2.2 Provision for Applicant Remarks

Applicant not present.

5.2.3 Provision for Written Submissions

None.

5.2.4 Provision for Public Comments

None.

5.2.5 Provision for Committee Questions

Councillor Cornelissen asked for clarification on the need for County Road widening. The Planner noted that the road widening would not be requested as part of a Minor Variance.

5.2.6 Decision (approve, defer with reason, deny with reason) See Planner's report for full recommendation

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT the Application for Minor Variance MV-7-2024, in order to permit a minimum lot area of 27.24 ha (67.31 ac) on the subject property in the 'General Agricultural (A1)' Zone, be GRANTED

CARRIED

- 5.3 Notice of Public Meeting to Consider Application MV-8-2024 Located at 262 Milcraig St.

5.3.1 Planner's Evaluation Report

The Planner presented her report.

5.3.2 Provision for Applicant Remarks

Applicants were present and noted the purpose of their application.

5.3.3 Provision for Written Submissions

None.

5.3.4 Provision for Public Comments

None.

5.3.5 Provision for Committee Questions

None.

5.3.6 Decision (approve, defer with reason, deny with reason) See Planner's report for full recommendation

Moved By: S. Nirta

Seconded By: B. Irwin

THAT the Application for Minor Variance MV-8-2024, in order to permit a maximum accessory structure height of 79 m (19.0 ft) whereas Section 10.2 h) and 6.33 a) of the North Middlesex Zoning By-law No.35/2004 permits a maximum height of 5.5 m (18.04 ft), and to permit the accessory structure addition to be constructed in the front yard, be GRANTED.

CARRIED

- 5.4 Notice of Public Meeting to Consider Application B4-2024 and B5-2024 Located at 30458 Sylvan Rd.

5.4.1 Planner's Evaluation Report

The Planner presented her report.

5.4.2 Provision for Applicant Remarks

Applicants were present in person, stating nothing further to add.

5.4.3 Provision for Written Submissions

None.

5.4.4 Provision for Public Comments

None.

5.4.5 Provision for Committee Questions

Deputy Mayor Hodgins asked for clarification on the lot configurations according to the keymap. The Planner noted that the lot lines were impacted due to a prior consent. The applicant noted that there is a protection area impacting the configuration.

Councillor Cornelissen asked for clarification on the 15 m road dedication. The Planner noted that it was part of the consent and requested by the County. The Councillor followed up by asking about the development agreement. The Planner explained that the agreement is to make any purchaser aware of development obligations.

The applicants confirmed location of a future house.

Councillor Daigle asked for clarification on the access to the green portion. Access easement potential off of both roads and is a consideration.

5.4.6 Decision (approve, defer with reason, deny with reason) See Planner's report for full recommendation

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT Applications for Consent B4-2024 & B5-2024, submitted under Section 53 of the Planning Act be GRANTED subject to the full listing of conditions on the Planner report.

CARRIED

- 5.5 Notice of Public Meeting to Consider Application B6-2024 and B7-2024 Located at 11734 Petty St.

5.5.1 Planner's Evaluation Report

The Planner presented her report. She noted that the recommendation is to defer the application.

5.5.2 Provision for Applicant Remarks

Applicants not present.

5.5.3 Provision for Written Submissions

5.5.3.1 Brian and Sherry Cooke

5.5.4 Provision for Public Comments

None.

5.5.5 Provision for Committee Questions

None.

5.5.6 Decision (approve, defer with reason, deny with reason) See Planner's report for full recommendation

Moved By: C. Daigle

Seconded By: J. Keogh

THAT Applications for Consent B6-2024 & B7-2024, submitted under Section 53 of the Planning Act be DEFERRED.

CARRIED

- 5.6 Notice of Public Meeting to consider Application ZBA-6-2024 located at 35325 Maguire Rd.

5.6.1 Planners Evaluation Report

The Planner presented her report.

5.6.2 Provision for Applicants Remarks

Applicant present on Zoom. No comments to add.

5.6.3 Provision for Written Submissions

None.

5.6.4 Provision for Public Comments

None.

5.6.5 Provision for Council Questions

None.

5.6.6 Decision (approve, defer with reason, deny with reason) See Planner's report for recommendation

Moved By: B. Irwin

Seconded By: S. Nirta

THAT the application for Zoning By-law Amendment ZBA-6-2024, which proposes to rezone the retained lot of Consent B2-2023 from the 'General Agricultural (A1) Zone' to 'Agricultural Small Holding Exception (AG1) Zone' to recognize the residential use of the lands; and to rezone severed lands from the 'General Agricultural (A1) Zone' to 'General Agricultural Exception (A1-104) Zone' to prohibit the establishment of new dwellings on the remnant farm parcel be APPROVED.

CARRIED

5.7 Notice of Public Meeting to Consider Application ZBA-8-2024 Located at 30758 Kerwood Rd.

5.7.1 Planner's Evaluation Report

The Planner presented her report.

5.7.2 Provision for Applicant Remarks

Applicants present by Zoom - they noted that the existing house is not liveable.

5.7.3 Provision for Written Submissions

None.

5.7.4 Provision for Public Comments

None.

5.7.5 Provision for Council Questions

None.

5.7.6 Decision (approve, defer with reason, deny with reason) See Planner's report for full recommendation

Moved By: A. Cornelissen

Seconded By: C. Daigle

THAT the application for Zoning By-law Amendment ZBA-8-2024 be APPROVED in principal, limited to first and second readings of the implementing by-law;

FURTHER THAT the owners enter into a Temporary Use Agreement with the Municipality to ensure that the removal of the existing single-detached dwelling occurs;

AND FURTHER THAT the final reading is to be provided once the Temporary Use Agreement is registered on title to the satisfaction of the Municipality of North Middlesex as per section 118 of the *Land Titles Act*.

CARRIED

5.8 Request to Remove Holding Symbol ((H) R2) Holding Zone Application ZBA-10-2024 Ausable Bluffs

5.8.1 Planner's Evaluation Report

The Planner presented her report.

5.8.2 Decision (approve, defer with reason, deny with reason) See Planner's report for full recommendation

Councillor Irwin asked if the Director of Infrastructure had anything to add. The Director noted that he had nothing further to add to the Planner's report.

Moved By: J. Keogh

Seconded By: B. Irwin

THAT the request for the removal of a Holding provision for Part 7 of 33R-21722, geographic township of Ailsa Craig, Municipality of North Middlesex be APPROVED as the application: satisfies the requirements of the Planning Act; is consistent with the Provincial Policy Statement, conforms to the Official Plans of both the Municipality of North Middlesex

and the County of Middlesex and satisfies the requirements of the North Middlesex Zoning By-law.

CARRIED

6. PUBLIC MEETING TO CONSIDER (DRAINAGE)

6.1 Meeting to Consider - Burley Drain E

6.1.1 Overview of work required - Engineer / Drainage Superintendent

Spriet Associates and the Drainage Superintendent presented the report inclusive of work required.

6.1.2 Questions from affected landowner, if any present

Gary Strife (Lot 26) affected landowner spoke to the culvert needs.

The Drainage Superintendent and Spriet Associate clarified the process for evaluating situations as this where actions taken in the past may have impacted the landscape.

6.1.3 Inquire - if anyone in attendance would like to add or remove their name(S) from petition

None.

6.1.4 Questions from Members of Council

Councillor Nirta asked if the future report would encompass the comments of the affected landowners.

Councillor Daigle asked for clarification on the special benefit allocations. Spriet confirmed that the Owner is paying 100% for the installation.

Councillor Irwin asked if it was possible to have a report back to detail the process and repercussions of work taken without permission.

6.1.5 Decision

Moved By: C. Daigle

Seconded By: P. Hodgins

That Council RECEIVE the Final Report for the Burley Drain E 2024 dated March 8, 2024, prepared by Spriet Associates.

AND THAT the first sitting of the Court of Revision on behalf of the Burley Drian E 2024 be scheduled to be held on May 1, 2024, at 5:45 p.m.

CARRIED

6.2 Meeting to Consider Mawson Erskine Drain

6.2.1 Overview of work required - Engineer / Drainage Superintendent

Josh Warner of R. Dobbin and the Drainage Superintendent presented the report inclusive of the work required.

6.2.2 Questions from affected landowner, if any present

None.

6.2.3 Inquire - if anyone in attendance would like to add or remove their name(s) from petition

None.

6.2.4 Questions from Members of Council

None.

6.2.5 Decision

Moved By: J. Keogh

Seconded By: C. Daigle

That Council receive the Final Report for the Mawson Drain Branch "B" dated March 20, 2024, prepared by R. Dobbin Engineering Inc.;

AND THAT the first sitting of the Court of Revision on behalf of the Mawson-Erskine Drain Branch "B" be scheduled to be held on May 1, 2024, at 5:50 p.m.

CARRIED

7. ADJOURNMENT OF PUBLIC MEETINGS

Moved By: S. Nirta

Seconded By: P. Hodgins

That Public Meeting including Committee of Adjustment and Drainage adjourn and convene Regular Meeting.

CARRIED

8. MINUTES OF PREVIOUS MEETINGS

Moved By: C. Daigle

Seconded By: B. Irwin

Recommended Motion:

That the attached minutes be approved as presented.

CARRIED

8.1 Regular Meeting Minutes - March 20 2024

8.2 Special Meeting Minutes - Budget Deliberations Day 1 March 25 2024

8.3 Special Meeting Minutes - Budget Deliberations Day 2 March 26 2024

9. DELEGATIONS

9.1 Middlesex County - 2024 Local Council Visit

Warden DeViet and Chief Administrative Officer Rayburn were present in person.

Mr. Rayburn spoke to the 2024 Middlesex County Budget Highlights noting a strong budgetary position. He spoke about upcoming changes in the County, highlighting economic development, development charges opportunities, and the history of the County Loan Program.

The Warden highlighted the need for communication and encouraged good conversation.

Location of new Middlesex County Building, Service Areas, advocacy issues including closure of health departments, school closures, funding for housing, road paving program, bicycle program, Land Ambulance cost and service delivery, potential need for Middlesex County Archives.

Mayor Ropp noted that the Middlesex Connect initiative does not connect with North Middlesex. Mr. Rayburn agreed that the demand for transit is growing, especially in communities like this and is a future consideration.

10. DEPARTMENTAL REPORTS

- 10.1 Report from Drainage Superintendent -Burley Drian A, Assessment for Maintenance

The Drainage Superintendent presented her report. No questions were asked.

Moved By: J. Keogh

Seconded By: C. Daigle

THAT Council receive the Assessments for Maintenance for the Burley Drains 2018, Drain "A" under Section 65 (4) of the *Drainage Act* and that a motion be made to accept the assessments.

CARRIED

- 10.2 Report from Drainage Superintendent - Notice of Request for Drain Major Improvement - Jansen -McLean Drain C.

The Drainage Superintendent presented her report. No questions were asked.

Moved By: P. Hodgins

Seconded By: S. Nirta

THAT Council receive the Notice of Request for Drain Major Improvement on the Jansen-McLean Drain "C" according to section 78 (1.1) of the Drainage Act;

AND THAT Council appoints R. Dobbin Engineering Inc. as engineer to the project.

CARRIED

- 10.3 Report from Chief Administrative Officer - Housing Enabling Water Systems Fund

The Chief Administrative Officer presented her report. No questions were asked.

Moved By: A. Cornelissen

Seconded By: B. Irwin

THAT Council accepts this report and directs staff to proceed with an application to the Housing Enabling Water Systems Fund.

CARRIED

11. PASSING OF ACCOUNTS

11.1 Report from Treasurer - Accounts Payable

Councillor Cornelissen asked for clarification on the payments to Vallee Construction and the Director of Infrastructure and Operations noted that there may still be deficiency work but the Director of Community Services would be able to follow up.

Follow-up requested for cost for Parkhill Main St, Ailsa Craig Water Tower, and the Firehall.

Moved By: C. Daigle

Seconded By: S. Nirta

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

CARRIED

12. COMMITTEE REPORTS

12.1 ABCA

Councillor Cornelissen noted the resignation of Kate Munk. He provided an update on changes to the *Conservation Authorities Act*.

12.1.1 February 15 2024 - Board Meeting Minutes

12.1.2 March 21 2024 - Board of Directors Meeting Agenda

12.2 BWRA

Mayor Ropp made a comment on exceptional service delivery by BWRA. The sentiment was echoed by several members of Council.

12.2.1 March 21 2024 - Board of Directors Meeting Highlights

12.3 EDAC

12.4 LSAC

Councillor Irwin presented the LSAC Presentation slide deck for the upcoming presentation to be made to the school board. He asked for Council feedback.

Councillor Nirta asked if there was any knowledge of why the high school was at such a low capacity. Councillor Irwin contributed that the percentage may be caused by unforeseen factors and decisions made in the past to allow transport of students to other schools.

Councillor Cornelissen congratulated the Committee on the presentation and wished them success in presenting to the Board.

Councillor Keogh asked if there was consideration given to how many students from the upcoming development would be directed to the Private or French School Boards. Councillor Irwin and the CAO spoke to attempting to gather this information from the Board but it was sought. The Director of Finance / Treasurer did not that she may have some information from Tax ratios that she could provide.

The presentation is intended to get the message out about upcoming development in North Middlesex.

Councillor Daigle commended the Committee and Staff on the presentation.

12.4.1 2024 LSAC North Middlesex Presentation

12.5 Recreation Committee

12.6 Policies Review Committee

12.7 Fire Committee

12.8 Budget Committee

12.9 Community Development Fund Committee

The Mayor asked for clarification if the Community Development Fund Grant cheques were automatic or needed groups to prompt staff. The Director of Finance / Treasurer spoke to the process and confirmed that the mailouts had taken place. Groups are to expect their allocations in the mail.

12.10 OCWA Client Advisory Board

12.10.1 OCWA World Water Day 2024 Card

13. OPP Detachment Police Services Board

Deputy Mayor Hodgins asked that because of the joint nature of the OPP Detachment Police Services Board, the item be routinely added in the Committee Reports Section of the agenda to provide any updates. The CAO spoke about the upcoming appointment of public members to the board, citing the advertisements for this had already been published.

14. CORRESPONDENCE

14.1 Municipality of Wawa - Highway 413

(Receive and Consider Support)

Filed.

14.2 County of Lambton - Highway Infrastructure Request

(Receive and Consider Support)

Supported.

Moved By: A. Cornelissen

Seconded By: J. Keogh

THAT the Council of the Municipality of North Middlesex supports the correspondence from the County of Lambton entitled Highway Infrastructure Request.

CARRIED

15. OTHER AND URGENT BUSINESS

15.1 Ausable Bluffs - VLC Agreement

The Chief Administrative Officer gave a brief explanation of the agreement. Councillor Daigle asked to clarify that there was septic capacity to support this. The Director of Infrastructure and Operations confirmed there was sufficient allocation.

Moved By: B. Irwin

Seconded By: S. Nirta

THAT Council approves the VLC agreement substantively in the form and content as attached subject to any minor and administrative amendments deemed necessary by the Chief Administrative Officer and Municipal Solicitor

CARRIED

15.2 Congratulations to the Optimist Clubs of Parkhill and East Williams

Councillor Irwin congratulated the groups on successful Easter events.

15.3 Grant Funding Spreadsheet Request

Councillor Daigle asked if it was possible to request for a quarterly update on the grant applications. The Director of Finance / Treasurer confirmed that staff could provide this.

15.4 Dog Park Opening

Councillor spoke to the upcoming grand opening of the Dennett Dog Park to take place on Saturday, April 13th 2024 with the ribbon cutting at 11:00 a.m.

16. DEFERRED ITEMS FROM PREVIOUS MEETINGS

16.1 Environment Committee

Deferred April 5, 2023

(Councillor Irwin to follow up)

16.2 Parkhill Main St. Cost Increase

Deferred February 21, 2024

(Director of Infrastructure and Operations to follow up)

17. COMMUNICATIONS (Including County Council Meeting Report)

17.1 Middlesex County - Joint Annual Accessibility Status Report

18. READING OF THE BY-LAWS

Moved By: C. Daigle

Seconded By: S. Nirta

That By-laws 026 -032 OF 2024 be read a first and second time

Provision for questions

CARRIED

Moved By: J. Keogh

Seconded By: P. Hodgins

That By-laws 029 -032 OF 2024 be read a third and final time

CARRIED

18.1 026 of 2024 - Burley Drain E 2024

(First and Second)

18.2 027 of 2024 - Mawson-Erskine Drain

(First and Second)

18.3 028 of 2024 - ZBA-8-2024 - 30758 Kerwood Rd. Temporary Use

(First and Second)

18.4 029 of 2024 - ZBA-6-2024 35325 Maguire Rd.

18.5 030 OF 2024- ZBA-10-2024 - Ausable Bluffs H Removal

18.6 031 of 2024 - Appoint Deputy Clerk - Alan Bushell

18.7 032 of 2024 - Confirming

19. 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 at 8:12 p.m.

To receive information under the following exception

(F) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; Delay Claim, and Storm Clean Up

CARRIED

20. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Moved By: C. Daigle
Seconded By: P. Hodgins

That the Closed Meeting adjourn and return to Open Meeting without the recommendations

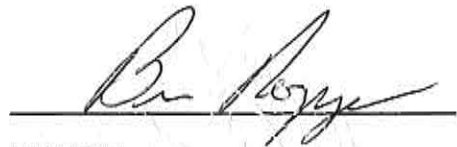
CARRIED

21. ADJOURNMENT

Moved By: B. Irwin
Seconded By: J. Keogh

That the Meeting adjourn at 9:03 p.m.

CARRIED

A handwritten signature in cursive script, appearing to read "B. Irwin", is written over a horizontal line.

MAYOR

A handwritten signature in cursive script, appearing to read "Amy C. K.", is written over a horizontal line.

CLERK