



**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

August 16, 2023, 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: Manager of Public Works Vance Czerwinski
Recreation and Facilities Manager Brandon Drew
Manager of Infrastructure and Operations Jaden Hodgins
Clerk Ashley Kwarciak,
Chief Administrative Officer, Carolyn Tripp

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 6:04 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. MINUTES OF PREVIOUS MEETINGS

Motion # 221/2023

Moved By: C. Daigle

Seconded By: B. Irwin

Recommended Motion:

That the attached minutes from the last Regular Council Meeting held on July 19th 2023, and the Court of Revision Minutes from June 7 2023 be approved.

CARRIED

4. COMMITTEE OF ADJUSTMENT

Motion # 222/2023

Moved By: J. Keogh

Seconded By: S. Nirta

THAT Regular Meeting adjourns to proceed to Public Meeting including Committee of Adjustment as listed on the agenda.

CARRIED

- 4.1 6:00 p.m. Notice of Public Meeting to consider Application MV-3-2023 AT 4079 Ausable Dr.

4.1.1 Planners Evaluation Report

The Planner presented her report and noted the written submissions received by North Middlesex Engineering, and Building departments.

4.1.2 Provision for Applicant Remarks

Applicant had no further remarks.

4.1.3 Provision for Written Submissions

Written Submissions from North Middlesex Engineering and Building departments.

4.1.4 Provision for Public Comments

None.

4.1.5 Provision for Committee Questions

None.

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

Motion # 223/2023

Moved By: J. Keogh

Seconded By: P. Hodgins

THAT Application for Minor Variance MV-3-2023, in order to permit the construction of a garage attached to the existing single detached dwelling with an interior side yard setback of 1.5 m (4.9 ft), whereas the minimum interior side yard setback for an existing lot of record in the 'General Agricultural (A1) Zone' is 3 m (9.8 ft) be GRANTED for the listed reasons included on the Planner's Evaluation Report.

CARRIED

4.2 Adjournment of Meeting

Motion # 224/2023

Moved By: A. Cornelissen

Seconded By: S. Nirta

THAT Public Meeting including Committee of Adjustment adjourns at xx p.m. to proceed to Regular Meeting.

CARRIED

5. DELEGATIONS

5.1 North American Indigenous Games Gold Winner - Hayden Wilson

Hayden Wilson is the son of Kristyn Wilson, our North Middlesex Public Works Clerk. Hayden will be attending in person.

Hayden Wilson was present in person. Mayor Ropp welcomed Hayden, and all of Council congratulated Hayden on his achievements.

Council gathered for a photo.

5.2 North Frontenac Telephone Company (NFTC) - Fibre Optic Expansion Project

Grant Roughly to be attending in person.

Grant Roughly, and Scott Neilson of North Frontenac were present in person. They gave an overview of the works that NFTC is completing in North Middlesex. It was noted that the success so far in North Middlesex could be attributed to the cooperation between NFTC and our Public Works / Infrastructure staff. Council had inquired about an estimated timeline for service installation and how the process works. The timeline was not specific but was estimated to be mid-2024. The process was broken down into 7 key components, with Grant noting that currently, they are still on step 2 of 7.

5.3 North Middlesex Trails

Tracey Puchala to attend in person.

Tracey Puchala provided Council with an overview of the proposed trail networks. She asked for Council's blessing to take on this project with the members of the Volunteer Group North Middlesex Trails - and the Ausable Bayfield Conservation Authority. Council was very excited about the project and gave North Middlesex Trail Group their blessing. Tracey was instructed to return to Council if there becomes additional requests i.e. aid with installation, and equipment needs.

Motion # 225/2023

THAT Council gives the volunteer group North Middlesex Trails the blessing of the Municipality to go ahead with the proposed trail project.

6. CLOSED SESSION

Motion # 226/2023A

Moved By: A. Cornelissen

Seconded By: S. Nirta

THAT the Open Meeting adjourn to Closed Meeting at 6:46 p.m.

To receive information under the following exceptions:

(a) Security of the property of the municipality or local board: Fire Compliance Order

(e) litigation, or potential litigation including matters before administrative tribunals, affecting the municipality or local board. Land Tribunal Appeal

Approval of past minutes

CARRIED

7. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Motion # 226/2023B

Moved By: S. Nirta

Seconded By: P. Hodgins

That the Closed Meeting adjourn and return to Open Meeting at 7:20 p.m.without the recommendations

8. DEPARTMENTAL REPORTS

8.1 Report from Chief Building Official - North Middlesex Second Quarter Report

Councillor Cornelissen asked the Deputy CBO what the climate was like this year for Agricultural Building growth with the state of the interest rates.

Deputy CBO noted that agricultural permits did not see that much decline and remain positive growth position even with the current interest rates.

Motion # 227/2023

Moved By: J. Keogh

Seconded By: P. Hodgins

THAT the First Half 2023 Building Activity Summary be received for information.

CARRIED

- 8.2 Report from Drainage Superintendent - Request for Drain Improvement Received, and Appoint Engineer for the Mawson-Erskine Drain

Motion # 228/2023

Moved By: J. Keogh

Seconded By: P. Hodgins

THAT Council receive the “Notice of Request for Drain Improvement” for the Mawson-Erskine Drain” under section 78 of the Drainage Act; and

THAT Council appoints R. Dobbin Engineering Inc. as engineer to the Mawson-Erskine Drain project.

CARRIED

- 8.3 Report from Drainage Superintendent - Request for Drain Improvements Received, and Appoint Engineer for the Walden-Hord Drain Extension

Motion # 229/2023

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council receive the “Notice of Request for Drain Improvement” for the Walden-Hord Drain Extension” under section 78 of the Drainage Act; and

THAT Council appoints R. Dobbin Engineering Inc. as engineer to the Walden-Hord Drain Extension project.

CARRIED

- 8.4 Report from Economic Development and Communications Coordinator - CIP Allocation

Motion # 230/2023

Moved By: S. Nirta

Seconded By: C. Daigle

THAT Council award Dollar Haven/2575205 Ontario Inc. located at 264 Parkhill Main St, Parkhill, with \$2,500 upon completion of their proposed Beautification project as per the Municipality’s Community Improvement Plan.

8.5 Report from Manager of Public Works -Purchase of a 2022 John Deere 6130M Agricultural Tractor

Councillor Cornelissen asked for clarification on the procurement group and how the process works through Canoe.

The Manager of Public Works noted that due to the high amount of vendors and individuals in the Canoe program, it allows for more comparison and a great price.

Councillor Keogh asked if there were any limitations to the warranty when purchasing this way. The Manager noted that he was not aware of any limitations to the warranty, but that he would confirm and share with the whole of Council.

Motion # 231/2023

Moved By: J. Keogh

Seconded By: B. Irwin

THAT; Council purchase a new 2022 John Deere 6130M Agricultural Tractor with snowplow attachments for \$259,799.04 excluding HST.

CARRIED

8.6 Report from Chief Administrative Officer - Cost Apportionment Agreement with Ausable Bayfield Conservation Authority

The Chief Administrative Officer presented her report and outlined how this agreement impacted the Municipality.

Council expressed hesitation with one of the larger municipalities having not signed as of yet. Councillor Cornelissen confirmed that the agreement had been signed by all partners with North Middlesex being the last to enter.

Motion # 232/2023

Moved By: A. Cornelissen

Seconded By: B. Irwin

That the Council for the Municipality of North Middlesex approve the Cost Apportioning Agreement between the Municipality of North Middlesex and the Ausable Bayfield Conservation Authority; and,

That the Mayor and the Clerk be authorized to sign and seal all the necessary documents.

8.7 Report from Chief Administrative Officer - Housing Accelerator Fund

The Chief Administrative Officer presented her report outlining the process by which the grant application was detailed.

Following her report, where she provided an estimated amount of funding that could be received based on the application's inter-generated marking system, Council was excited about the opportunity to apply and if successful - what this could mean for our water and infrastructure projects.

Motion # 233/2023

Moved By: B. Irwin

Seconded By: S. Nirta

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

CARRIED

9. COMMITTEE REPORTS

9.1 Lake Huron Primary Water Supply Joint Mgmt Board (Cr. Keogh)

9.2 ABCA (Cr. Cornelissen)

9.2.1 ABCA Board of Directors Meeting Agenda and Upcoming Events

9.2.2 ABCA Draft Board of Directors Meeting Minutes June 15 2023

9.3 BWRA (Cr. Keogh)

9.4 EDAC (Cr. Nirta, Cr. Irwin, Deputy Mayor Hodgins)

Both Councillor Irwin and Councillor Nirta spoke about an upcoming delegation specific to sustainable agriculture and the value of small farms.

9.5 LSAC (Cr. Irwin, Deputy Mayor Hodgins)

Councillor Irwin noted that membership had been formed including the CAO. Upcoming meetings are in the near future.

9.6 Recreation Committee (Cr. Daigle, Cr. Keogh, Cr. Nirta)

Councillor Nirta spoke to the highlights of the Committee's last meeting. There was a discussion on the potential use for West Williams Hall i.e. a Rugby Club. There would be further discussion on this to come.

She also reported that the dog park in Ailsa Craig had been seeing lots of use and the grand opening was a success. Talks of a Barktober fest in the fall.

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

Mayor Ropp noted that the next Policy Meeting would be held on September 6 2023 at 2:00p.m.

9.8 Fire Committee (Mayor Ropp, Cr. Cornelissen, Cr. Daigle)

9.9 OCWA Client Advisory Board (CAO)

10. CORRESPONDENCE: Receive and Consider Support

10.1 Municipality of Wawa - Northern Institute of Chronic Pain

(Receive and Consider Support)

Filed.

10.2 City of Woodstock - Safe and Respectful Workplace

(Receive and Consider Support)

Filed.

11. CORRESPONDENCE: Receive and File

11.1 2022 AMO Annual Report

(Receive and File)

Filed.

11.2 Middlesex London Health Unit - Meeting Minutes July 20 2023

(Receive and File)

Filed.

12. OTHER AND URGENT BUSINESS

The Manager of Infrastructure and Operations gave an update on the Fernhill Tender Award Recommendation. Middlesex Centre is going ahead with the tender award to Cassidy Construction, with the project beginning in November. Councillor Irwin asked for clarification on what North Middlesex's percentage would be in a situation like this where the cost is shared. The Manager noted it would be 50 %.

Councillor Cornelissen wanted to note that with the most recent bills that were sent out, it appeared that there was only one owner's name listed on the bill even with joint ownership. It was confirmed that this was a software issue and staff were actively working to correct it.

The Manager of Infrastructure and Operations spoke to the upcoming delegation at the AMO Conference. He noted that we have the opportunity to meet with the Ministry of Infrastructure and that the delegation presentation would focus on securing a further meeting with the Ministry to prioritize the current needs of our Infrastructure - specifically regarding water and wastewater. A copy of the delegation presentation once complete, was requested to be shared with the whole of Council.

12.1 Memo from Manager of Recreation and Facilities - Liquor License Update

Councillor Irwin inquired about the costs of the transfer, and where liability lies during this time. The Manager noted that the transfer cost was approximately \$300.00. Service Clubs would need to purchase and apply for Special Occasion Permits for each event in the mean time.

12.2 Memo from Executive Assistant / HR Coordinator - Council Benefits

A discussion was had, and it was agreed that the implementation of these Council Benefits should be in the same manner as that of staff.

Motion # 234/2023

Moved By: B. Irwin

Seconded By: S. Nirta

THAT Council directs staff to proceed with the purchase of the recommended Drug, Dental, and Extended Health Benefits program for members of Council through the company benefit plan at a rate of 100%.

CARRIED

12.3 Memo from Economic Development Coordinator / Communications Coordinator - Upcoming Parkhill Main St. Open for Business Event

The CAO spoke to the memo, noting that the event begins at 8:30 am - 5:00 p.m. in the area around the Municipal Building.

She also spoke to the success of the collaboration from businesses including sidewalk sales, and the significant monetary contributions by Main St. Credit Union, and Bre-Ex Construction.

Ribbon Cutting time was not confirmed but would be provided to all Council as soon as possible.

The Mayor spoke to the compliments he had received about the window-washing initiative for businesses on Main St.

13. DEFERRED ITEMS FROM PREVIOUS MEETINGS

13.1 North Middlesex Surplus Properties

Deferred on November 17, 2021 - CAO follow up

13.2 Parkhill Sewage Lagoon - Potential Third Party Opportunities

Deferred on February 1, 2023 - Follow up by Manager of Infrastructure and Operations

13.3 Environment Committee

Deferred April 5, 2023 - Follow up Councillor Irwin

13.4 Water Meter Improvements

Deferred June 7 2023 - Follow up by Manager of Infrastructure and Operations

13.5 Annie Ada Shipley Three Way Stop

Deferred June 7, 2023 - Follow up Manager of Public Works

13.6 AMO-LAS Water and Sewer Warranty Program

Deferred April 19 2023 - Follow up by Manager of Infrastructure and Operations

13.7 Parkhill Transfer Station Increase Hours

Deferred July 19 2023 - Follow up Manager of Infrastructure and Operations

14. COMMUNICATIONS (Including County Council Meeting Report)

14.1 Middlesex County Council - Meeting Highlights July 18 2023

Councillor Cornelissen noted that he had received comments about the funding raised from the Warden's Golf Tournament. The Mayor clarified that since being the Wardens charity even it was their decision where the funds would be directed.

Councillor Cornelissen asked for clarification about the Official Plan Amendments made. The Mayor noted that the Official Plan Amendments were made at the Province level and requested that a copy of these changes be distributed to Council.

15. READING OF THE BY-LAWS

Motion # 235/2023

Moved By: J. Keogh

Seconded By: C. Daigle

That By-laws 72 and 73 of 2023 be read a first and second time

Provision for questions

CARRIED

Motion # 236/2023

Moved By: S. Nirta

Seconded By: A. Cornelissen

That By-laws 72 and 73 of 2023 be read a third and final time

CARRIED

15.1 072 of 2023 - Authorize Agreement with Ausable Bayfield Conservation Authority Apportioning

15.2 073 of 2023 - Confirming

16. ADJOURNMENT

Motion # 237/2023

Moved By: A. Cornelissen

Seconded By: B. Irwin

That the Meeting adjourns at 8:07 p.m.

CARRIED

MAYOR

CLERK