



**MUNICIPALITY OF NORTH MIDDLESEX  
REGULAR MEETING MINUTES**

**July 13, 2022, 5:45 p.m.**

Members Present: Mayor Brian Ropp  
Deputy Mayor Adrian Cornelissen  
Councillor Ward 1 Doreen McLinchey  
Councillor Ward 2 Joan Nichol  
Councillor Ward 3 Gord Moir  
Councillor Ward 4 John Keogh  
Councillor Ward 5 Andrew Hemming

Staff Present: CAO Jonathon Graham  
Drainage Superintendent Joanne Sadler  
Facilities Manager Brandon Drew  
Executive Assistant/HR Coordinator Donna Vanhooydonk  
Treasurer, Estelle Chayer  
Clerk, Richard Beachey  
Amber Tiller, Economic Development and Communications  
Coordinator

Staff Absent Fire Chief Greg Vandenheuvel  
Ashley Kwarciak, Deputy Clerk/Communications Coordinator

**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 held in whole or in part without physically being present at 229 Parkhill Main Street, Parkhil**

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**1. CALL TO ORDER**

Mayor Ropp called the meeting to order at 5:45 p.m. with a quorum present by way of livestream on the North Middlesex You Tube Channel.

**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. COURT OF REVISION – DRAINAGE - HENDERSON DRAIN 2022 - PLEASE SEE SEPARATE MINUTES**

**4. MINUTES OF PREVIOUS MEETINGS**

4.1 Meeting Minutes for June 15, 2022

**Motion # 183/2022**

**Moved By:** G. Moir

**Seconded By:** J. Nichol

**That the attached minutes be approved as presented**

**CARRIED**

**5. ADJOURNMENT OF REGULAR MEETING**

**Motion # 184/2022**

**Moved By:** D. McLinchey

**Seconded By:** A. Hemming

**THAT the Regular Meeting adjourn and proceed into Public Meetings at 6:06 P.M. (including Committee of Adjustment) as listed on the Agenda.**

**CARRIED**

**6. COMMITTEE OF ADJUSTMENT**

6.1 Notice of Public Meeting to consider Application B10-2022 located at 191 Catherine Street

Applicant: Ryan Martin

6.1.1 Planners Evaluation Report

Planner Stephanie Poirier presented her report and recommendation.

6.1.2 Provision for Applicant Remarks

The applicant was present and explained the nature and purpose of the application.

6.1.3 Provision for Written Submissions

The Committee received the written concern about parking from the neighbor at 100 Allness Street.

6.1.4 Provision for Public Comments

6.1.5 Provision for Committee Questions

The Committee requested that the applicant consider the parking concern. The applicant explained that he would address parking.

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

**Motion # 185/2022**

**Moved By:** D. McLinchey

**Seconded By:** A. Hemming

**THAT Application for Consent B10-2022, submitted under Section 53 of the Planning Act be GRANTED subject to the following conditions: (Please refer to Planners Report and Recommendation for full listing of conditions)**

**CARRIED**

6.2 Notice of Public Meeting to consider Application B11-2022 located at 225 Roskeen

Applicant: Ronald McLinchey

6.2.1 Planners Evaluation Report

Planner Stephanie Poirier presented her report and recommendation.

6.2.2 Provision for Applicants Remarks

The applicant was present and explained the nature and purpose of the application.

- 6.2.3 Provision for Written Submissions
- 6.2.4 Provision for Public Comments
- 6.2.5 Provision for Council Questions
- 6.2.6 Decision (approve, defer with reason, deny with reason) See Planner's report for recommendation

**Motion # 186/2022**

**Moved By:** D. McLinchey

**Seconded By:** J. Nichol

**THAT Application for Consent B11-2022, submitted under Section 53 of the Planning Act be GRANTED subject to the following conditions. (Please refer to Planners Report and Recommendation for full listing of conditions)**

**CARRIED**

- 6.3 Notice of Public Meeting to consider Application MV 5-2022 located at 177 Broadway

Applicant: Adele Mineau

- 6.3.1 Planners Evaluation Report

Planner Stephanie Poirier presented her report and recommendation.

- 6.3.2 Provision for Applicant Remarks

The applicant was present and explained the nature and purpose of the application.

- 6.3.3 Provision for Written Submissions

- 6.3.4 Provision for Public Comments

- 6.3.5 Provision for Committee Questions

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

**Motion # 187/2022**

**Moved By:** D. McLinchey

**Seconded By:** J. Keogh

**THAT application for Minor Variance MV-5-2022, to permit an interior side yard setback of 0.58 m (1.9 ft), whereas a minimum interior side yard setback of 1.5 m (4.9 ft) is required for accessory buildings in the 'Residential Density One (R1) Zone be GRANTED, subject to the following conditions:**  
**1. THAT the minor variance be in effect until July 13th, 2025, by which time all components of the structure are to be removed.**

**CARRIED**

**6.4 Notice of Public Meeting to consider Application MV 6-2022 located at 390 Elginfield**

Applicant: Kevin Thompson

**6.4.1 Planners Evaluation Report**

Planner Stephanie Poirier presented her report and recommendation.

**6.4.2 Provision for Applicants Remarks**

The applicant was present and explained the nature and purpose of the application.

**6.4.3 Provision for Written Submissions**

**6.4.4 Provision for Public Comments**

**6.4.5 Provision for Committee Questions**

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

**Motion # 188/2022**

**Moved By:** A. Hemming

**Seconded By:** J. Keogh

**THAT Application for Minor Variance MV-6-2022, to permit an accessory building with a height of 7.5 m (25 ft), whereas the maximum height permitted in the 'General Agricultural (A1) Zone' for existing lots of record is 5.5 m (18 ft), located in general accordance with the site plan provided be GRANTED.**



**CARRIED**

- 6.5 Notice of Public Meeting to consider Application MV 7-2022 located at 254 William Street

Applicant(s): George Pender, Carrie Pender

Agent: Josh McTeer

- 6.5.1 Planners Evaluation Report

Planner Stephanie Poirier presented her report and recommendation.

- 6.5.2 Provision for Applicant Remarks

The applicant was present and explained the nature and purpose of the application.

- 6.5.3 Provision for Written Submissions

- 6.5.4 Provision for Public Comments

- 6.5.5 Provision for Committee Questions

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

**Motion # 189/2022**

**Moved By:** D. McLinchey

**Seconded By:** J. Keogh

**THAT Application for Minor Variance MV-7-2022, to recognize an existing single detached dwelling with a front yard setback of 5.4 m (17.8 ft), whereas the required front yard setback of the 'Residential Density One (R1) Zone' is 6 m (20 ft), and to permit the construction of a 38 m<sup>2</sup> (126 sq ft) covered porch addition onto the front of the existing single detached dwelling, with a proposed encroachment of 2.4 m (8 ft), whereas General Provisions Section 6.48f) states that an open balcony or porch may extend a distance of not more than 1.8 m into a front, side or rear yard setback area be GRANTED.**

**CARRIED**

6.6 Adjournment of Meeting

**Motion # 190/2022**

**Moved By:** G. Moir

**Seconded By:** J. Nichol

**That Committee of Adjustment adjourn at 6.42 p.m. and return to Regular Meeting.**

**CARRIED**

**7. DELEGATIONS**

7.1 Ailsa Craig Dog Park Volunteers - Dog Park in Ailsa Craig - Charlene McNair

Charlene McNair was present and described the need and nature of a proposed dog park.

Ms. McNair was asked who would take responsibility for maintaining the dog park. Ms. McNair explained that the volunteers would commit to maintaining the dog park.

Ms. McNair was asked where the dog waste bags will be located and who will maintain and supply the bags. Ms. McNair stated that exact location will be determined and volunteers would be responsible.

Ms. McNair was asked how aggressive dogs will be controlled. Ms. McNair reported that aggressive dogs will be controlled through the actions of other dog owners. This will be self regulating.

Concern was expressed that the municipality will have to take on the costs of maintaining the dog park and this should not be an imposition on the municipal tax base for the select few who may benefit. Additionally, it was reported that local dog parks have a negative reputation on social media and this is not desirable for North Middlesex. Ms. McNair explained that support has been promised from the Ailsa Craig Village Association.

The Manager of Recreation and Facilities was asked for a staff report on this issue.

**8. DEPARTMENTAL REPORTS**

8.1 Report from Drainage Superintendent - Review of Henderson Drain 2022 Tender.

The Drainage Superintendent presented her report and recommendation.

**Motion # 191/2022**

**Moved By:** J. Keogh

**Seconded By:** A. Cornelissen

**That Council receives this report and direct staff to award the construction of the Henderson Drain 2022 Tender to C. Robert Robinson Contracting Ltd., in the amount of \$124,266.00 (excluding H.S.T.).**

**CARRIED**

- 8.2 Report from Drainage Superintendent - Petition received and appoint Engineer to the Burley Drain 2018 - Drain "E"

The Drainage Superintendent presented her report and recommendation.

**Motion # 192/2022**

**Moved By:** J. Keogh

**Seconded By:** A. Hemming

**THAT Council receive the Petition for Drainage Works by Owners (Form 1) under section 78 of the Drainage Act R.S.O. 1990.**

**THAT Council receive this report and appoint Spriet Associates, as Engineer to the project.**

**CARRIED**

- 8.3 Report from Manager of Recreation and Facilities - Concession Services RFP

The Manager of Recreation and Facilities presented his report and recommendation.

**Motion # 193/2022**

**Moved By:** A. Cornelissen

**Seconded By:** A. Hemming

**THAT Council direct staff to issue the attached RFP titled "Management and Operations of Arena Concessions - RFP" for tender**



**CARRIED**

8.4 Report from CAO - Delegation of Site Plan Control

The CAO presented his report and recommendation.

**Motion # 194/2022**

**Moved By:** A. Cornelissen

**Seconded By:** G. Moir

**THAT the Council of North Middlesex does hereby delegate Site Plan Control authority to the CAO of the municipality**

**CARRIED**

8.5 Report from CAO - Ailsa Craig SCADA Tender Award - 2022-RFT-001

The CAO presented his report and recommendation. He explained that the recommended resolution should read \$198,000 and not \$190,000.

**Motion # 195/2022**

**Moved By:** J. Nichol

**Seconded By:** G. Moir

**BE IT RESOLVED THAT** Dielco Electric Limited be awarded the contract for the Ailsa Craig SCADA improvement/project in the amount of \$198,000.00 (excluding H.S.T.)

**CARRIED**

**9. PASSING OF ACCOUNTS**

9.1 Report from Treasurer - Accounts Payable

**Motion # 196/2022**

**Moved By:** D. McLinchey

**Seconded By:** G. Moir

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

**CARRIED**

## **10. COMMITTEE REPORTS**

10.1 Lake Huron Primary Water Supply Joint Mgmt Board (Cr. Hemming)

10.2 ABCA (Deputy Mayor Cornelissen)

July 14, 2022 Agenda and Unapproved Minutes from June 16, 2022

10.3 BWRA (Cr. McLinchey)

June 2022 Notes

10.4 EDAC (Cr. Moir)

10.5 LSAC (Cr. Nichol)

Cllr. Nichol reported that there was no quorum for the last meeting. It was explained that Trustee Morell stated during a discussion that an exciting new agriculture program would be started at the North Middlesex District High School..

10.6 Recreation Committee (Cr. Hemming)

10.7 Policies Review Committee (Cr. Nichol)

10.8 Fire Committee (Cr. Keogh)

10.9 OCWA Client Advisory Board (CAO)

## **11. CORRESPONDENCE**

11.1 Enbridge Gas and Ontario Energy Board - Notice of Application, Submission - Disposition and Deferral of Various Account Balances

(Receive and File)

Filed.

11.2 Independent Electricity System Operator - Discussion Session for Municipalities

(Receive and File)

Filed.

11.3 County of Middlesex - Township of Lucan Biddulph Official Plan Amendment # 10

(Receive and Consider)

Filed.

- 11.4 County of Middlesex - Official Plan Amendment No. 59 - Middlesex Centre  
(Receive and Consider)

Filed.

- 11.5 Craigweil Gardens - Update on Fundraising  
(Receive and File)

Filed.

- 11.6 OPP - Operation Feeze in recognition of good conduct by young people  
(Receive and File)

Filed.

- 11.7 Community Futures Middlesex - recruit Board Members

Filed.

- 11.8 North Middlesex Slo Pitch - July 15 - 17, 2022 - Notification Letter

Filed.

- 11.9 Township of West Lincoln - Funding Support for Infrastructure Projects -  
Bridge and Culvert Replacements in Rural Municipalities

(Receive and Consider)

**Motion # 197/2022**

**Moved By:** G. Moir

**Seconded By:** J. Nichol

**THAT the Municipality of North Middlesex endorse the resolution from the Township of West Lincoln encouraging the Province of Ontario and the Government of Canada to provide more funding to rural municipalities to support infrastructure projects, including those projects related to major bridge and culvert replacements.**

**CARRIED**

- 11.10 County of Frontenac - Community Schools Alliance Action Plan  
(Receive and Consider)

**Motion # 198/2022**

**Moved By:** A. Cornelissen

**Seconded By:** G. Moir

**THAT the Municipality of North Middlesex endorse the resolution from the County of Frontenac regarding Community Schools Alliance Action Plan and Social and Economic Impact for Small Communities in Ontario.**

**CARRIED**

- 11.11 Township of West Lincoln - Request Premier of Ontario to revisit Bill 109  
(Receive and Consider)

Filed.

- 11.12 County of Hastings - Amber Alert resolution  
(Receive and Consider)

**Motion # 199/2022**

**Moved By:** J. Nichol

**Seconded By:** D. McLinchey

**That the Municipality of North Middlesex endorse the resolution from the County of Hastings requesting the Province of Ontario to develop and implement a community warning program similar to Amber Alert for those persons of special needs or circumstances who leave the caregivers or locations and potentially put themselves at risk.**

**CARRIED**

**12. OTHER AND URGENT BUSINESS**

- 12.1 Request for speakers to use microphone while in attendance at Council meetings.

Council was advised that the broadcast YouTube is difficult to follow as not all speakers use the microphones. Mayor Ropp reminded meeting attendees to use microphones.

**13. DEFERRED ITEMS FROM PREVIOUS MEETINGS**

- 13.1 North Middlesex Surplus Properties



Review of North Middlesex Surplus Properties deferred at November 17, 2021 meeting (follow up by CAO)

13.2 Administration and the Council and Committee's Vaccination Policy's

Administration and the Council and Committee's Vaccination Policy's review and discussion on status of policy's - CAO - deferred at April 20, 2022

**14. COMMUNICATIONS (Including County Council Meeting Report)**

14.1 County Council Highlights

**15. READING OF THE BY-LAWS**

**Motion # 200/2022**

**Moved By:** G. Moir

**Seconded By:** A. Hemming

**That By-laws 076 - 080 of 2022 be read a first and second time.**

**CARRIED**

**Motion # 201/2022**

**Moved By:** J. Keogh

**Seconded By:** D. McLinchey

**THAT By-laws 076 - 080 of 2022 be read a third and final time**

**CARRIED**

15.1 076 of 2022 Authorize Execution of partial discharge of an encroachment agreement between Robert Rundle and the Municipality of North Middlesex

15.2 077 of 2022 Authorize Execution of a Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP) Green Stream between Ontario and the Municipality of North Middlesex

15.3 078 of 2022 Appoint Site Plan Authority

15.4 079 of 2022 Authorize Severance and Development Agreement with Ronald McLinchey

15.5 080 of 2022 Confirming By-law

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

**Motion # 202/2022**

**Moved By: J. Nichol**

**Seconded By: J. Keogh**

**That the Open Meeting adjourn to Closed Meeting at 7:25 p.m.**

**To receive information under the following exception:**

**Section 239 (2) (d) labour relations or employee negotiations (CUPE negotiations)**

**CARRIED**

**17. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING**

**Motion # 203/2022**

**Moved By: G. Moir**

**Seconded By: J. Keogh**

**That the Closed Meeting adjourn and return to Open Meeting at with recommendations**

**CARRIED**

**Motion # 204/2022**

**Moved By: G. Moir**

**Seconded By: J. Nichol**

**BE IT RESOLVED THAT Council endorse the Memorandum of Settlement between the Corporation of the Municipality of North Middlesex (the Employer) and the Canadian Union of Public Employees, Local 4448 (the Union) dated June 16, 2022, the renewal of the Collective Agreement shall include all of the provisions of the previous Collective Agreement which expired on June 30, 2022, subject to the amendments set out in the attached Memorandum.**

**CARRIED**

**18. ADJOURNMENT**

**Motion # 205/2022**

**Moved By:** D. McLinchey

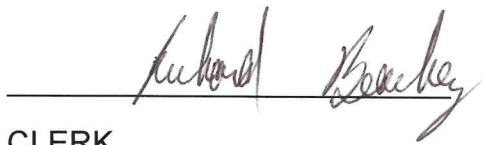
**Seconded By:** J. Keogh

**That the Meeting adjourn at 7:48 p.m.**

**CARRIED**

A handwritten signature in dark ink, appearing to read "Brian Ryan", is written over a horizontal line.

MAYOR

A handwritten signature in dark ink, appearing to read "Richard Keogh", is written over a horizontal line.

CLERK