

**MUNICIPALITY OF NORTH MIDDLESEX
SPECIAL MEETING MINUTES**

July 24, 2024, 5:00 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
Recreation and Facilities Manager Brandon Drew
Clerk Alan Bushell
CAO Carolyn Tripp

The Special 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. NOTICE OF SPECIAL MEETING

A Special Meeting has been called to consider the Arena Fitness Centre - Request for Proposal.

The meeting will be live streamed on the North Middlesex Youtube Channel. In person viewership will be accommodated to limit of the Council Chambers capacity.

2. CALL TO ORDER

Mayor Ropp called the meeting to order at 5:00 p.m. with a quorum present by way of livestream on the North Middlesex You Tube Channel.

3. 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.

3.1 S. Nirta - Arena Fitness Centre - RFP

Business relationship.

4. Arena Fitness Centre - RFP

At the July 17, 2024 Regular Meeting of Council, the Arena Fitness Centre - RFP was considered, resulting in a deferral to a Special Meeting for further consideration.

The attached staff report, was made submitted for the July 17, 2024 Meeting of Council.

Additional Information

The bidders have been provided an opportunity to submit clarifications and additional information to Council as part of the deferral decision. The deadline for these submissions is July 19, 2024.

The proceedings of the July 17, 2024 meeting were broadcast on North Middlesex Youtube Channel and can be reviewed at

<https://www.youtube.com/@municipalityofnorthmiddles5140/streams>

S. Nirta declared a conflict on this item. (Business relationship. ;)

Moved By: P. Hodgins

Seconded By: J. Keogh

THAT Council direct staff to enter awith Damen Optimal Health Team with an initial lease rate of \$30,000.00 annually North Arena Fitness Centre;

AND THAT Council direct staff to explore options for community programming and bring a subsequent report back outlining those options.

CARRIED

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

6. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

7. READING OF THE BY-LAWS

Moved By: C. Daigle

Seconded By: J. Keogh

THAT By-law 065 of 2024 be read a first, second time, third and final time.

CARRIED

7.1 065 of 2024 - Confirming By-law

8. ADJOURNMENT

Moved By: J. Keogh

Seconded By: C. Daigle

That the Meeting adjourn.

CARRIED

**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

August 14, 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 5 Adrian Cornelissen

Members Absent: Councillor Ward 4 John Keogh

Staff Present: Director of Finance Estelle Chayer
Manager of Public Works Brandon McLeod
Director of Community Services Brandon Drew
Director of Infrastructure and Operations Jaden Hodgins
Director of Corporate Services / Clerk Alan Bushell
Fire Chief Greg Vandenheuvel
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 6:00 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.

2.1 Item #7.1.1 Additional Residential Units – Councillor Daigle

Staff report responding to a request submitted by spouse.

3. MINUTES OF PREVIOUS MEETINGS

Moved By: B. Irwin

Seconded By: C. Daigle

THAT the attached minutes be approved as presented.

CARRIED

3.1 Meeting Minutes for July 17, 2024

3.2 Special Meeting Minutes July 24, 2024

4. DELEGATIONS

4.1 North Middlesex Minor Baseball - Rename McGillivray Memorial Park

Brad McLeod and Jenny Trudell were in attendance to provide a delegation on behalf of North Middlesex Minor Baseball.

Adjustment to the request include but were not necessarily limited to:

- NMMB pay the costs.
- Municipality mount the signs.
- The request is for the Diamond now instead of the Park.

Moved By: C. Daigle

Seconded By: B. Irwin

THAT Council approves the renaming of the baseball diamond:

AND THAT signage be approved and mounted by the Municipality, at the discretion of the Director of Community Services.

CARRIED

5. COMMITTEE OF ADJUSTMENT

Moved By: P. Hodgins

Seconded By: S. Nirta

THAT Council adjourn its regular meeting to sit as the Committee of Adjustment.

CARRIED

- 5.1 Consent Application B19-2024 located at 35850 Maguire Road, Frank A. Dietrich Farms Limited (c/o Frank Dietrich)

Order of Meeting:

Planner Evaluation Report

Provisions for Applicants Remarks

Provisions for Written Submissions

Provisions for Public comments

Provisions for Council Questions

5.1.1 Decision

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT Application for Consent B19-2024, submitted under Section 53 of the Planning Act be **GRANTED** by the Committee of Adjustment subject to the conditions outlined in the planners report.

CARRIED

- 5.2 Adjournment of Meeting

Moved By: B. Irwin

Seconded By: S. Nirta

THAT the Committee of Adjustment adjourn.

CARRIED

Moved By: B. Irwin

Seconded By: S. Nirta

THAT Council reconvene its regular meeting to conduct a Public Meeting under the Planning Act.

CARRIED

6. PUBLIC MEETING

- 6.1 Zoning By-law Amendment Application ZBA-17-204 at 35850 Maguire Road, Frank A. Dietrich Farms Limited (c/o Frank Dietrich)

Procedural Information - This Zoning Amendment request, is contingent on the Committee of Adjustment approving Consent Item B19-2024. The report attached contains information for both the Consent considered, and the Zoning Amendment to provide context.

Order of Meeting:
Planner Evaluation Report
Provisions for Applicants Remarks
Provisions for Written Submissions
Provisions for Public comments
Provisions for Council Questions

6.1.1 Decision

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council receive the report for information for Zoning By-law Amendment application ZBA-17-2024, which proposes to rezone the 'Severed Parcel' of Consent B19-2024 from 'General Agricultural (A1) Zone' to 'General Agricultural Exception 39 (AG1-39) Zone' and the 'Retained Parcel' from 'General Agricultural (A1) Zone' to 'General Agricultural Exception 108 (A1-108) Zone' be **APPROVED** in principle limited to a first and second reading of the implementing by-law;

AND THAT the third and final reading is to be provided upon the completion of the registered plan.

Reasons

Consistency with the Provincial Policy Statement would be maintained;

Conformity with the County of Middlesex Official Plan would be maintained;

Conformity with the Municipality of North Middlesex Official Plan would be maintained.

Satisfies the requirements of the North Middlesex Zoning By-law.

CARRIED

6.2 Zoning By-law Amendment Application ZBA-18-2024 at 3900 Elginfield Road, Parkhill Meats Ltd

Owner: Parkhill Meats Ltd (c/o Yaser AlQayem)

Agent: PI Homes (c/o Mo Bardaweel)

Order of Meeting:
Planner Evaluation Report
Provisions for Applicants Remarks
Provisions for Written Submissions
Provisions for Public comments
Provisions for Council Questions

Yaser AlQyem was in attendance.

6.2.1 Decision

Moved By: B. Irwin

Seconded By: C. Daigle

THAT the Temporary Use Zoning By-law Amendment (File No. ZBA-18-2024), to rezone the lands from 'Rural Industrial (M3) Zone' to 'Rural Industrial Exception 12 (M3-12(T)) Zone' be APPROVED for an additional 1-year period from the date of passing of the bylaw.

Reasons

Consistency with the Provincial Policy Statement would be maintained;

Conformity with the County of Middlesex Official Plan would be maintained;

Conformity with the Municipality of North Middlesex Official Plan would be maintained.

Satisfies the requirements of the North Middlesex Zoning By-law.

CARRIED

7. DEPARTMENTAL REPORTS

7.1 Reports from Planner, Abby Heddle-Jacobs

C. Daigle declared a conflict on this item. (Staff report responding to a request submitted by spouse. ; ;)

7.1.1 Addition Residential Units

Moved By: A. Cornelissen

Seconded By: S. Nirta

THAT Council receive this report for information;

AND THAT Council select Option 1: Update Policies as part of the North Middlesex Official Plan Review.

CARRIED

- 7.2 Report from the Director of Fire & Emergency Services, Greg Vandenheuvel

7.2.1 Fire Protection Agreement - Lucan Biddulph

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT Council accept the report for information;

AND THAT the Fire Protection Agreement with Lucan-Biddulph be endorsed.

CARRIED

- 7.3 Report from the Manager of Public Works, Brandon McLeod

7.3.1 Lieury Road Speed Limit in Mount Carmel

Moved By: B. Irwin

Seconded By: S. Nirta

THAT Council receives the Speed Limit on Lieury Road at Mount Carmel report for information;

AND THAT Council considers passing the applicable speed limit by-law;

AND THAT that Council directs Staff to proceed with the implementing the required speed limit signage.

CARRIED

- 7.4 Report from Director of Infrastructure and Operations, Jaden Hodgins

7.4.1 RFP and Contract Award - Ailsa Craig Inflow and Infiltration Study

Moved By: C. Daigle

Seconded By: B. Irwin

THAT the Ailsa Craig Inflow and Infiltration Study project be awarded to B.M. Ross and Associates Limited in the amount of \$101,524.00 (excluding HST);

AND THAT the Mayor and Clerk be authorized to execute the necessary contract documents.

CARRIED

7.4.2 Roads By-law

Moved By: P. Hodgins

Seconded By: C. Daigle

THAT Council receives the Roads By-law report;

AND THAT Council considers passing the applicable Roads By-law.

CARRIED

7.5 Reports from the Drainage Superintendent, Joanne Sadler

7.5.1 Prance Drain Maintenance - RFP Results

Moved By: P. Hodgins

Seconded By: C. Daigle

THAT Council receives this report and directs staff to award the Request for Proposals Contract MD08-2024 for the Prance Drain Maintenance to C. Robert Robinson Contracting Ltd., in the amount of \$36,721.00 (excluding HST).

CARRIED

7.5.2 Schepers Drain - Request for Drain Major Improvement

Moved By: P. Hodgins

Seconded By: C. Daigle

THAT Council receive the Notice of Request for Drain Major Improvement for the Schepers Drain under section 78 of the Drainage Act;

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

CARRIED

7.5.3 Walden Hord Drain - Request for Drain Major Improvement

THAT Council receive the Notice of Request for Drain Major Improvement for the Walden-Hord Drain under section 78 of the Drainage Act;

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

8. COMMITTEE REPORTS

8.1 Lake Huron Primary Water Supply Joint Mgmt Board

8.2 ABCA (Cr. Cornelissen)

8.3 BWRA (Cr. Keogh)

8.3.1 July Update

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

8.5 LSAC (Cr. Irwin, Deputy Mayor Hodgins)

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

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

8.7.1 Policies - Commissioner of Oath / Travel Allowance

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council receive and adopt the new version of the "Travel and Car Allowance Policy" as recommended by Policy Committee;

AND THAT Council receive and adopt the new policy "Commissioner of Oaths and Affidavits Services" as recommended by Policy Committee.

CARRIED

8.7.2 Compensation Management - Overtime at Meetings

Moved By: C. Daigle

Seconded By: B. Irwin

THAT Council receive this report with the proposed changes reflecting the updated titles of the Senior Management Team received through the Organization Review as well as the updated hours of work for other staff;

AND THAT Council receive and adopt the new version of the "Compensation Management – Overtime/Meeting Time" as recommended by the Policy Committee.

CARRIED

8.7.3 Minutes - April 17, 2024

- 8.8 Fire Committee (Mayor Ropp, Cr. Cornelissen, Cr. Daigle)
- 8.9 Budget Committee (Mayor Mayor)
- 8.10 Community Development Fund Committee (Mayor Ropp, Cr. Nirta, Cr. Cornelissen)
- 8.11 OCWA Client Advisory Board (CAO)
- 8.12 Middlesex County OPP Detachment Board

9. CORRESPONDENCE

- 9.1 Town of Caledon - Water Testing Services

Moved By: B. Irwin

Seconded By: A. Cornelissen

THAT the Municipality of North Middlesex supports the City of Pickering and Town of Amaranth regarding Resolution on Water Testing Services for Private Drinking Water and the request to the Province to reconsider and ultimately decide against the proposed phasing- out of free private drinking water testing services.

CARRIED

- 9.2 Town of Plympton-Wyoming - Underserviced Cellular Communications in Rural Areas
- 9.3 Middlesex London Health Unit - July Update

10. OTHER AND URGENT BUSINESS

The Director of Community Services, Brandon Drew, may be bringing updates and urgent request for direction in relation to Community Programming.

Director of Community Services spoke to the ongoing process for programs being operated. Waiting on additional options.

Councillor Cornelissen, RAWP refunds. Director Hodgins provided clarification. Councillor Cornelissen, asked about a timeline tree replanting. Director Hodgins fall next year.

Councillor Irwin, queen street speed limits in Ailsa Craig. Requesting community safety area. Director Hodgins will bring back a report.

11. DEFERRED ITEMS FROM PREVIOUS MEETINGS

11.1 Staff Reports

Pending Updates:
Parkhill Fire Hall.

12. COMMUNICATIONS (Including County Council Meeting Report)

13. READING OF THE BY-LAWS

Moved By: C. Daigle

Seconded By: S. Nirta

THAT By-laws 066 of 2024, 067 of 2024, 068 of 2024, 069 of 2024, 070 of 2024, and 071 of 2024 be read a first and second time

CARRIED

Moved By: P. Hodgins

Seconded By: B. Irwin

THAT By-laws 038 of 2024, 049 of 2024, 066 of 2024, 067 of 2024, 069 of 2024, 070 of 2024, and 071 of 2024 be read a third and final time

CARRIED

13.1 038 of 2024 - McKinnon Drain Extension Van Aert Drain No. 1

Third and Final Reading Only

13.2 049 of 2024 - Rock Drain

Third and Final Reading Only

13.3 066 of 2024 - Lieury Road Speed Limit

13.4 067 of 2024 Zoning By-law Amendment ZBA-18-2024 3900 Elginfield Road

13.5 068 of 2024 - Zoning By-law Amendment ZBA-17-2024 36850 Maguire Road

First and Second Reading Only

13.6 069 of 2024 - Fire Protection Agreement - Lucan Biddulph

13.7 070 of 2024 - North Middlesex Roads By-law

13.8 071 of 2024 - Confirmatory

14. 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 7:00 p.m.
To receive information under the following exception:**

CARRIED

14.1 Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.

14.2 Minutes

14.3 Section 239 (2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

14.4 Section 239(2)(d) labour relations or employee negotiations;

14.5 Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.

15. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Moved By: P. Hodgins

Seconded By: S. Nirta

**That the Closed Meeting adjourn and return to Open Meeting at 8:20 p.m.
without recommendations.**

CARRIED

16. ADJOURNMENT

Moved By: S. Nirta

Seconded By: C. Daigle

That the Meeting adjourn at 8:21

CARRIED