



**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

May 17, 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 5 Adrian Cornelissen

Members Absent: Councillor Ward 4 John Keogh

Staff Present: Deputy Clerk Richard Beachey
Interim CAO/Treasurer Estelle Chayer
Economic Development and Communications Coordinator
Natalie Core
Manager of Public Works Vance Czerwinski
Recreation and Facilities Manager Brandon Drew
Clerk Ashley Kwarciak,
Drainage Superintendent Joanne Sadler
Fire Chief Greg Vandenheuvel
Executive Assistant/HR Coordinator Donna Vanhooydonk

Staff Absent: Manager of Infrastructure and Operations Jaden Hodgins

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.

Mayor Brian Ropp joined the meeting at 6:00 pm.

Deputy Mayor Paul Hodgins joined the meeting at 6:00 pm.
Councillor Ward 1 Sara Nirta joined the meeting at 6:00 pm.
Councillor Ward 2 Bill Irwin joined the meeting at 6:00 pm.
Councillor Ward 3 Charles Daigle joined the meeting at 6:00 pm.
Councillor Ward 5 Adrian Cornelissen joined the meeting at 6:00 pm.
Deputy Clerk Richard Beachey joined the meeting at 6:00 pm.
Interim CAO/Treasurer Estelle Chayer joined the meeting at 6:00 pm.
Economic Development and Communications Coordinator Natalie Core joined the meeting at 6:00 pm.
Manager of Public Works Vance Czerwinski joined the meeting at 6:00 pm.
Recreation and Facilities Manager Brandon Drew joined the meeting at 6:00 pm.
Clerk Ashley Kwarciak, joined the meeting at 6:00 pm.
Drainage Superintendent Joanne Sadler joined the meeting at 6:00 pm.
Fire Chief Greg Vandenheuvel joined the meeting at 6:00 pm.
Executive Assistant/HR Coordinator Donna Vanhooydonk joined the meeting at 6:00 pm.

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 Disclosure of Pecuniary Interest - Clr. Cornelissen

[Stebbins Drain Branch C and Pascoe Branch](#) - Affected land owner.

3. MINUTES OF PREVIOUS MEETINGS

Motion # 145/2023

Moved By: C. Daigle

Seconded By: S. Nirta

Recommended Motion:

That the attached minutes be approved as presented.

CARRIED

4. PUBLIC MEETING - DRAINAGE

4.1 Meeting to Consider - Jennison Drain Branch AB

Josh Warner, of R. Dobbin Engineering, joined by Zoom to present the report.

4.1.1 Overview of work required – Engineer/ Drainage Superintendent

4.1.2 Questions from affected landowner, if any present

None.

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

None.

4.1.4 Questions from Members of Council

None.

4.1.5 Decision

Motion # 146/2023

Moved By: P. Hodgins

Seconded By: C. Daigle

THAT Council receive the final report for the Jennison Drain Branch "A" & "B" dated April 20, 2023, prepared by R. Dobbin Engineering Inc.

AND THAT the first sitting of the Court of Revision on behalf of the Jennison Drain Branch "A" & "B" be scheduled to be held on June 7, 2023, at 5:45 p.m.

CARRIED

4.2 Meeting to Consider - Stebbins Drain Branch C and Pascoe Branch

A. Cornelissen declared a conflict on this item. (Stebbins Drain Branch C and Pascoe Branch - Affected land owner. ;)

Josh Warner, of R. Dobbin Engineering, joined by Zoom to present the report.

4.2.1 Overview of work required - Engineer/Drainage/Superintendent

4.2.2 Questions from affected landowners (if any present)

None.

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

None.

4.2.4 Questions from Members of Council

None.

4.2.5 Decision

Motion # 147/2023

Moved By: C. Daigle

Seconded By: B. Irwin

THAT Council receive the final report for the Stebbins Drain Branch "C" and Pascoe Branch dated April 20, 2023, prepared by R. Dobbin Engineering Inc.

AND THAT the first sitting of the Court of Revision on behalf of the Stebbins Drain Branch "C" and Pascoe Branch be scheduled to be held on June 7, 2023 at 5:55 p.m.

CARRIED

5. DELEGATIONS

5.1 Ruth Cook - Friends of the Parkhill Carnegie Library

(Request for a 1 year lease extension)

Friends of the Parkhill Carnegie Library attended the meeting in person. They spoke to the importance of a cultural facility within North Middlesex and its impact on the community. The purpose of this delegation was to request assistance from the Municipality in securing funding for accessibility updates to the facility. The original proposal of a 1-year lease extension was amended to include two further tenets. Leaving Council to discuss three options: the first being a 1-year lease extension. The second was the possibility that the Municipality could apply for the grant themselves and work with Friends of the Carnegie Library to upgrade the hall. The Third was regarding a draft recommendation out of the Draft Master Plan.

It was advised that the draft recommendation was that of a draft and had not been decided upon yet.

A discussion was had around the logistics of the community group applying for the Ontario Trillium Grant vs. the Municipality applying. Council agreed to grant the 1-year lease extension. The following motion was made:

Motion # 148/2023

Moved By: C. Daigle

Seconded By: B. Irwin

THAT Council extends the lease agreement of the Carnegie Facility with the Friends of the Parkhill Carnegie Library, by 1 year adjusting the end of the term to June 30th, 2028.

AND THAT Council direct staff to research the implications on the Municipality submitting the Ontario Trillium Fund grant application for washroom upgrades to the Parkhill Carnegie Library,

AND THAT Council direct staff to prepare in advance of the next Regular Council meeting - an Ontario Trillium Fund grant application for washroom upgrades to the Parkhill Carnegie Library, that will be provided further Council decision prior to submission.

CARRIED

5.2 Monteith Brown - Draft Recreation Master Plan

The Draft Master Plan was presented by Monteith Brown Consultants via Zoom. Several questions from Council about the decision-making process

on how to determine the future uses of existing facilities. Clarification was sought on outdoor exercise equipment and its proposed location. Councillor Irwin made mention that North Middlesex has an abundance of programs that rely on volunteers. He noted that continued efforts for communication and building the relationship between the Municipality and these volunteers should be prioritized within this plan.

Council discussed the changing trends in regards to what residents consider "recreation" asking the consultants if there was a shift evident of the desire for different types of recreational activities, i.e. arts and culture programming. Consultants confirmed that they have been seeing a shift. Councillor Nirta proposed that the Draft Master Plan be presented to the public at the upcoming Discover North Middlesex Day on June 10th, 2023, which would allow for better exposure than past open houses on the topic.

5.3 OCWA - First Quarter Client Operations Report

OCWA representatives were present in person and presented their first-quarter client operations report and financials.

The Mayor thanked them for attending and demonstrating this level of detail. There were no further questions from Council.

6. DEPARTMENTAL REPORTS

6.1 Report from Fire Chief - Annual Report

The Fire Chief presented his report. There were no questions from Council.

Motion # 149/2023

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council receive the report titled, "Fire Department Annual Report, 2022" to be filed for informational purposes as presented.

CARRIED

6.2 Report from Fire Chief - Middlesex County Mutual Aid Program

The Fire Chief presented his report to Council. There were no questions from Council.

Motion # 150/2023

Moved By: A. Cornelissen

Seconded By: P. Hodgins

THAT Council receive the report titled, "Authorization to Participate in Middlesex County Mutual Aid Plan";

AND THAT Council authorizes the continued participation of the North Middlesex Fire Department in the County of Middlesex Mutual Aid Plan.

CARRIED

6.3 Report from Drainage Superintendent - Request for Improvement - McLellan Drain

The Drainage Superintendent presented her report. There were no questions from Council.

Motion # 151/2023

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT Council receive the notice of Request for Drain Improvement for the McLellan Municipal Drain under section 78 of the *Drainage Act R.S.O. 1990*.

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

CARRIED

6.4 Report from Drainage Superintendent - Request for Improvement Project - 16th Concession Drain Dewar-Thompson

The Drainage Superintendent presented her report. There were no questions from Council.

Motion # 152/2023

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council receive the Notice of Request for Drain Major Improvement for the 16th Concession Municipal Drain under section 78 of the *Drainage Act R.S.O. 1990*.

THAT Council receive the Notice of Request for Drain Major Improvement for the Dewar-Thompson Drain under section 78 of the *Drainage Act R.S.O. 1990*.

THAT Council appoints R. Dobbin Engineering Inc. as engineer to the 16th Concession Municipal Drain and Dewar-Thompson Drain projects.

CARRIED

- 6.5 Report from Drainage Superintendent - Request for Municipal Drain (G Van Aerts)

The Drainage Superintendent presented her report. There were no questions from Council.

Motion # 153/2023

Moved By: P. Hodgins

Seconded By: B. Irwin

THAT Council receive the Petition for Drainage Works by Owners under section 4(1) of the *Drainage Act R.S.O. 1990*.

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

CARRIED

- 6.6 Report from Drainage Superintendent - Request for Municipal Drain (J Van Aerts)

The Drainage Superintendent presented her report. There were no questions from Council.

Motion # 154/2023

Moved By: P. Hodgins
Seconded By: A. Cornelissen

THAT Council receive the Petition for Drainage Works by Owners under section 4(1) of the *Drainage Act R.S.O. 1990*.

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

CARRIED

6.7 Report from Manager of Recreation and Facilities - Food Trucks

(Report to Follow)

The Manager of Recreation and Facilities presented his report. Councillor Cornelissen had questions regarding the potential for a Food Booth at the Parkhill Sports Park. The Manager of Recreation and Facilities noted that further discussion for that matter would be best directed through to the Planner.

Motion # 155/2032

Moved By: C. Daigle
Seconded By: B. Irwin

THAT Council approve the attached Special Event Food Service Notification Form and its implementation for all prospective food trucks at special events on Municipal property;

AND THAT Council receive the report titled Food Trucks and file it as information.

CARRIED

7. PASSING OF ACCOUNTS

7.1 Report from Treasurer - Accounts Payable

The Interim CAO/treasurer presented her report. Before opening the floor to questions she made mention of a specific transaction where the Municipality purchased two 2020 trucks. She asked the Manager of Public Works to detail the rationale behind this purchase. The Manager of Public

Works outlined for Council, that the timeline to purchase a new truck is exceptionally long and with the rate at which our trucks needed replacement, it would be beneficial to purchase a 2020 rather than a 2023. There was a cost savings, and doing this allowed for a faster turnaround time.

Councillor Daigle commended the Manager of Public Works for his innovative thinking. There were no further questions.

Motion # 156/2023

Moved By: C. Daigle

Seconded By: P. Hodgins

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

CARRIED

8. COMMITTEE REPORTS

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

8.2 ABCA (Cr. Cornelissen)

Councillor Cornelissen asked for feedback on the ABCA report presented at the last meeting of Council, so that he may relay them to the ABCA. There were no further comments to be provided.

8.2.1 Board of Directors Meeting Agenda (May 18th, 2023) + Meeting Minutes (April 13th, 2023)

8.3 BWRA (Cr. Keogh)

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

Councillor Nirta made mention of two upcoming events. The first being, the Shop Local in North Middlesex initiative which is taking place until May 31st. The second was Discover North Middlesex Day on June 10th at the North Middlesex Arena.

Councillor Irwin noted that EDAC was excited to be involved in the conversation about Urban Design Guidelines. He requested that the past Strategic Plan documents be forwarded to EDAC for their review.

8.5 LSAC (Cr. Irwin, Deputy Mayor Hodgins)

Councillor Irwin made mention of Bill 98. He advised Council to watch the Bill transition through the legislature as there were potentially major impacts for North Middlesex schools.

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

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

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

8.9 OCWA Client Advisory Board (CAO)

9. CORRESPONDENCE

9.1 Township of Ashfield-Coldborne-Wawanosh - 2023 Municipal Night at the Kingsbridge Centre

(Receive and File)

Filed.

9.2 Community Futures Middlesex - The Rural Edge, April 2023 Edition

(Receive and File)

Filed.

9.3 Municipal Property Assessment Corporation - Financial Statement of MPAC

(Receive and File)

The attachment can be requested through Clerk's Department

Filed.

9.4 North Middlesex Community Policing Committee - Agenda May 2 / Minutes April 4

(Receive and File)

Filed.

9.5 Township of The Archipelago - Road Management Action on Invasive Phragmites

(Receive and Consider Support)

Filed.

- 9.6 Town of Cochrane - Inspiring Meaningful Change
(Receive and Consider Support)

Filed.

- 9.7 Bonfield Township - Call to Action Homelessness
(Receive and Consider Support)

Filed.

- 9.8 Municipality of Chatham-Kent - Support Education Funding and Pupil
Accommodation Review Guidelines
(Receive and Consider Support)

Filed.

- 9.9 City of Stratford - Funding and Support for VIA Rail Services
(Receive and Consider Support)

Filed.

- 9.10 City of Cambridge - Legislative Amendments to Improve Municipal Codes
of Conduct and Enforcement
(Receive and Consider Support)

Filed.

- 9.11 The City of Cambridge - Highway Traffic Act Amendments
(Receive and Consider Support)

Filed.

- 9.12 Municipality of Shuniah - Enbridge Changes
(Receive and Consider Support)

Motion # 157/2023

Moved By: A. Cornelissen

Seconded By: B. Irwin

**THAT the Council of the Municipality of North Middlesex support the
Council Resolution made by the Municipality of Shuniah (Resolution
152/23) regarding Enbridge Changes.**

CARRIED

- 9.13 Township of Alnwick - Future Accuracy of the Permanent Register of Electors

(Receive and Consider Support)

Motion # 158/2023

Moved By: A. Cornelissen

Seconded By: B. Irwin

THAT the Council of the Municipality of North Middlesex support the Council Resolution made by the Township of Alnwick regarding the future accuracy of the permanent register of electors.

CARRIED

- 9.14 Township of Puslinch - Road Side Litter

(Receive and Consider Support)

Filed.

- 9.15 Township of Armour - Boat Docks

(Receive and Consider Support)

Filed.

- 9.16 Township of Carlow/Mayo - Reducing Municipal Insurance Costs

(Receive and File - Filed on April 5, 2023)

Filed.

- 9.17 Resolutions of Support - Bill 5 - Stopping Harassments and Abuse by Local Leaders Act

Received from:

Town of Coburg, Town of Orangeville, Town of Whitechurch-Stouffville, Township of West Lincoln, Township of Carlow, Sault St. Marie, Township of Southgate, Port Hope, Mulmur, Municipality of Shuniah, Lanark Highlands, Township of Wellington North

(Receive and File - Filed April 5, 2023)

Filed.

9.18 Resolutions of Support - Use of Long-Term Care Funding to Support Community Care Services

Received from:

City of Stratford, Bonfield Township

(Receive and File - Filed on May 3, 2023)

Filed.

9.19 Resolutions of Support - Oath of Office

Received from:

Municipality of Wawa, Town of Fort Erie

(Receive and File - Filed on April 5th, 2023)

Filed.

9.20 Resolutions of Support - School Bus Stop Arm Cameras

Received from:

Tay Valley Township, Town of Bracebridge, Municipality of North Perth, Perth County, Town of Puslinch

(Receive and File - Filed on April 5, 2023)

Filed.

9.21 Resolutions of Support - Retain Surplus Property Proceeds from Tax Sales

Received from:

Bonfield Township, Township of Tay Valley, West Grey, Municipality of Dysart et al

(Receive and File - Filed on April 5, 2023)

Filed.

10. OTHER AND URGENT BUSINESS

10.1 Manager of Recreation and Facilities - Trailer Replacement

The Manager of Recreation and Facilities informed Council that in February of 2023, a trailer was stolen. The insurance claim was enough to

completely cover a replacement trailer. It was advised that short-term solutions may include more supervision. Long-term solutions may include a compound.

10.2 Councillor Cornelissen - Water Bill Breakdown

Councillor Cornelissen asked for clarification as to how the water bill values are displayed on the notice. The Interim CAO/Treasurer provided an overview of how to interpret the charges found on the bill. She noted with the new software to be implemented in the near future, there will be a more user-friendly breakdown for residents.

10.3 Councillor Irwin - Ailsa Craig Dog Park Ribbon Cutting

Councillor Irwin made note that at the last Ailsa Craig Village Association meeting, there was a wish to have a ribbon-cutting ceremony to celebrate the opening of the dog park. There will be a Council opportunity to cut the ribbon.

10.4 Deputy Mayor Hodgins - Draft Master Plan

The Deputy Mayor sought clarification on when there would be another chance to discuss the recommendations proposed in the draft plan presented tonight. It was advised that if there are questions for staff, please forward them to the respective department.

11. DEFERRED ITEMS FROM PREVIOUS MEETINGS

11.1 North Middlesex Surplus Properties

Review of North Middlesex Surplus Properties - Deferred on November 17, 2021

(Follow up by incoming CAO)

11.2 Parkhill Sewage Lagoon - Potential Third Party Opportunities

Pending additional information - Deferred on February 1, 2023

(Follow up by Manager of Infrastructure and Operations)

11.3 Requested Natural Gas Extension from Corbett to Moray

Deferred March 15, 2023

(Follow up by Manager of Infrastructure and Operations)

11.4 Environment Committee

Deferred April 5, 2023

(Follow up by Councillor Irwin)

11.5 AMO - LAS Water and Sewer Warranty Program

Deferred April 19, 2023

(Follow up Manager of Infrastructure and Operations)

12. COMMUNICATIONS (Including County Council Meeting Report)

12.1 County Council Meeting Highlights - May 9, 2023

13. READING OF THE BY-LAWS

Motion # 159/2023

Moved By: P. Hodgins

Seconded By: S. Nirta

That By-laws 050-054 of 2023 be read a first and second time

Provision for questions

CARRIED

Motion # 160/2023

Moved By: C. Daigle

Seconded By: S. Nirta

That By-laws 052-054 of 2023 be read a third and final time

CARRIED

13.1 050 of 2023 - Provisional Jennison Drain Branch A + B

(First and Second only)

13.2 051 of 2023 - Provisional Stebbins Drain Branch C + Pascoe Branch

(First and Second only)

- 13.3 052 of 2023 - Participation in Middlesex County Mutual Aid Program
- 13.4 053 of 2023 - Repeal of 024 of 2008 (Operation of Off-Road Vehicles)
- 13.5 054 of 2023 - Confirmation of Council Proceedings

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

Motion # 161/2023

Moved By: C. Daigle

Seconded By: A. Cornelissen

THAT the Open Meeting adjourn to Closed Meeting at 7:46 p.m.

To receive information under the following exceptions:

Approval of past minutes: May 3rd 2023

239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees. Fire Committee,

AND

239(2)(d) labour relations or employee negotiations - CAO Recruitment

AND

239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; Land Tribunal Appeal

CARRIED

15. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Motion # 162/2023

Moved By: B. Irwin

Seconded By: S. Nirta

THAT the Closed Meeting adjourn and return to Open Meeting at without recommendations.

CARRIED

16. ADJOURNMENT

Motion # 163/2023

Moved By: P. Hodgins

Seconded By: S. Nirta

That the Meeting adjourn at 8:34 p.m.

CARRIED


MAYOR
CLERK