



**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

May 3, 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

Members Absent: Councillor Ward 5 Adrian Cornelissen

Staff Present: Deputy Clerk Richard Beachey
Interim CAO/Treasurer Estelle Chayer
Economic Development and Communications Coordinator
Natalie Core
Recreation and Facilities Manager Brandon Drew
Manager of Infrastructure and Operations Jaden Hodgins
Clerk Ashley Kwarciak,

Staff Absent: Manager of Public Works Vance Czerwinski
Drainage Superintendent Joanne Sadler
Fire Chief Greg Vandenheuvel
Executive Assistant/HR Coordinator Donna Vanhooydonk

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 6:23 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

3.1 Meeting Minutes for April 19, 2023

Motion # 127/2023

Moved By: C. Daigle

Seconded By: S. Nirta

THAT the attached minutes be approved as presented.

CARRIED

4. ADJOURNMENT OF REGULAR MEETING

Motion # 128/2023

Moved By: J. Keogh

Seconded By: B. Irwin

THAT the Regular Meeting adjourn and proceed into Public Meetings at 6:32 p.m. (including Committee of Adjustment) as listed on the agenda.

CARRIED

5. PUBLIC MEETING AND COMMITTEE OF ADJUSTMENT

5.1 Notice of Public Meeting to consider Application B05-2023 located at 27588 New Ontario Rd.

Applicant: Nelson McLachlan

Agent: Joseph Hentz

5.1.1 Planners Evaluation Report

Planner Stephanie Poirier presented her Report and Recommendation.

5.1.2 Provision for Applicant Remarks

Agent, Courtney Sinclair spoke on behalf of the application. Concerns were raised about condition number eight recommended by the Planner which required a parcel merge. It was determined that the parcels in question, could not be legally merged as the owners were not the same and one party did not consent to such a change. The condition was found to be unsatisfiable. The Committee agreed to remove the condition and vote on the application with its removal.

5.1.3 Provision for Written Submissions

Written comments were received from the Agent after the drafting of the Planner's report. Agent was present during the Public Meeting and spoke to these concerns echoing the written submissions.

No other written submissions were received.

5.1.4 Provision for Public Comments

None.

5.1.5 Provision for Committee Questions

Clarification on the conditions was sought by the Committee. Both Planner - Stephanie Poirier and the Agent Courtney Sinclair spoke to these proposed conditions.

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

Motion # 129/2023

Moved By: C. Daigle

Seconded By: B. Irwin

THAT Application for Consent B5-2023, submitted under Section 53 of the Planning Act be GRANTED subject to the following conditions listed on the Planner's Evaluation Report excluding condition #8.

CARRIED

5.2 Notice of Public Meeting for Information on Application 39T-NM-2301 / ZBA-05-2023

Applicant: Pattyn Landscaping Services Ltd. Rob Pattyn

Agent: Strik, Baldinelli, Moniz c/o Nick Dyjach

5.2.1 Planners Evaluation Report

Planner Stephanie Poirier presented her Report and Recommendation.

5.2.2 Provision for Applicants Remarks

Agent was present in person and thanked the Council for having them. Noted no additional comments.

5.2.3 Provision for Written Submissions

(See attached written comments submitted by public)

Concerns raised by residents of Mill Craig St.

5.2.4 Provision for Public Comments

None.

5.2.5 Provision for Council Questions

Deputy Mayor Hodgins, inquired about a future connection from the proposed development to Mcleod St. The Planner noted that future road connections were considered within this proposal.

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

Motion # 130/2023

Moved By: S. Nirta

Seconded By: C. Daigle

THAT the subject report for Plan of Subdivision 39T-NM-2301 & Zoning By-law Amendment Application ZBA 5-2023 be received for information.

6. ADJOURNMENT OF PUBLIC MEETING INCLUDING COMMITTEE OF ADJUSTMENT

Motion # 131/2023

Moved By: J. Keogh
Seconded By: P. Hodgins

THAT Public Meeting including Committee of Adjustment adjourn at X.XX p.m. and convene as a Regular Meeting.

CARRIED

7. DELEGATIONS

- 7.1 Brian Horner General Manager, Secretary-Treasurer and Mari Veliz Healthy Watersheds Manager. Ausable Bayfield Conservation Authority

Requested delegation on changes in Conservation Authorities Act and Category 3 services impact on North Middlesex

Brian Horner and Mari Veliz were present in person. Following their presentation, Deputy Mayor Hodgins asked for clarification on the topic of self-generated revenue. Mr. Horner explained that self-generating revenue totals could be attributed to Tree Planting, and education programming performed by the ABCA. Councillor Irwin sought clarification as to how the appropriation of funds across the various communities was determined. Mr. Horner explained that these allotments were determined by the Province. Questions followed regarding the scope of programs including a focus on the Tree Planting Program.

- 7.2 Paul Hicks, MCIP, RPP - Republic Urbanism NM Urban Design Guidelines

8. DEPARTMENTAL REPORTS

- 8.1 Report from Drainage Superintendent - Request for Improvement - Michielsen Drain

Motion # 132/2023

Moved By: J. Keogh
Seconded By: C. Daigle

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

THAT Council appoints R. Dobbin Engineering Inc. as Engineer for the Michielsen Drain project.

CARRIED

- 8.2 Report from Chief Building Official - First Quarter Building Permit Report

Motion # 133/2023

Moved By: J. Keogh

Seconded By: S. Nirta

THAT the First Quarter 2023 Building Activity Summary be received.

CARRIED

- 8.3 Report from Human Resources - Municipal Travel Policy

Councilor Daigle not present for the vote.

Motion # 134/2023

Moved By: S. Nirta

Seconded By: P. Hodgins

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

CARRIED

- 8.4 Report from Manager of Recreation and Facilities - Video Monitoring Policy

Motion # 135/2023

Moved By: J. Keogh

Seconded By: P. Hodgins

THAT Council receive and adopt the "*Video Monitoring Policy*" as recommended by the Policy Committee.

CARRIED

8.5 Report from Manager of Recreation and Facilities - Firehall Update Spring 2023

Manager of Recreation and Facilities, Brandon Drew presented his report. Questions followed from Council asking for clarification on the total cost to be incurred by the Municipality. Manager of Recreation and Facilities clarified that the Parkhill Firefighters Association is willing to contribute \$10,000.00 plus fundraising revenue from their breakfast. Their contribution would be taken off of the \$20,000.00 total project.

Mayor Ropp noted that he was pleased with the contribution from the Firefighters.

Motion # 136/2023

Moved By: S. Nirta

Seconded By: C. Daigle

THAT Council direct staff to proceed with the concrete finish topper on the Mezzanine area of the Parkhill Firehall for an added \$20,900.00 plus HST.

CARRIED

8.6 Report from Economic Development and Communications Coordinator - Community Improvement Plan Second Blessings

Motion # 137/2023

Moved By: B. Irwin

Seconded By: S. Nirta

THAT Council award Second Blessings Community Store located at 237 Parkhill Main St, Parkhill, with \$2,500 upon completion of their proposed Beautification project as per the Municipality's Community Improvement Plan program.

CARRIED

9. PASSING OF ACCOUNTS

9.1 Report from Treasurer - Accounts Payable

Motion # 138/2023

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

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. Keogh)

10.2 ABCA (Cr. Cornelissen)

10.2.1 Municipal Newsletter March 27, 2023

10.3 BWRA (Cr. Keogh)

10.3.1 Board of Directors Meeting Highlights April 20, 2023

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

10.5 LSAC (Cr. Irwin, Deputy Mayor Hodgins)

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

10.7 Policies Review Committee (Mayor Ropp, Cr. Cornelissen, Cr. Daigle)

10.7.1 March 1, 2023 Approved Policy Committee Meeting Minutes

10.7.2 Recommendations to Council

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

10.9 OCWA Client Advisory Board (CAO)

11. CORRESPONDENCE

11.1 Middlesex London Board of Health Meeting Summary - April 20 2023

(Receive and File)

Filed.

11.2 Town of Grimsby, City of Port Colborne - Changes to the Municipal Heritage Register

(Receive and Consider Support)

Filed.

- 11.3 City of Stratford - Use of Long-Term Care Funding Support Community Care Services

(Receive and Consider Support)

Filed.

- 11.4 Ministry of Natural Resources and Forestry - Addressing Risks from Legacy Oil & Gas Wells & Gas Migration

(Receive and File)

Filed.

- 11.5 Regional Municipality of Waterloo - Candidate Privacy Protection

(Receive and Consider Support)

Filed.

- 11.6 Federation of Northern Ontario Municipalities - Bail Reform

(Receive and Consider Support)

Filed.

- 11.7 Town of Coburg, Town of Plympton Wyoming, Town of Essex, Municipality of Magnetawan, Municipality of Shuniah, Town of Greater Napanee - Surplus Proceeds From Tax Sales

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

Filed.

- 11.8 Northumberland County - Association of Municipalities of Ontario's Call to Action on Housing and Homelessness

(Receive and File - Filed March 15th, 2023)

Filed.

- 11.9 Municipality of Magnetawan, Township of Carlow, Municipality of Chatham Kent, Township of Montague - Stopping Harassment By Local Leaders

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

Filed.

- 11.10 Municipality of South Perth, Municipality of South Huron, City of Port Colborne - School Bus Stop Arm Camera

(Receive and File - Filed April 5, 2023)

Filed.

- 11.11 Town of Cobourg - Reducing Municipal Insurance Costs

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

Filed.

12. OTHER AND URGENT BUSINESS

13. DEFERRED ITEMS FROM PREVIOUS MEETINGS

- 13.1 North Middlesex Surplus Properties

Review of North Middlesex Surplus Properties - deferred at November 17, 2021

(Follow up by incoming CAO)

- 13.2 Parkhill Sewage Lagoon - Potential Third Party Opportunities

Pending additional information - deferred at February 1, 2023

(Follow up by Manager of Infrastructure and Operations)

- 13.3 Request for Urban Design Guidelines

Policy to be developed - deferred at February 1, 2023

(Follow up by Manager of Infrastructure and Operations and CAO)

A discussion was had regarding the presentation from Republic Urbanism. Councillor Irwin noted that he favoured the concept of design guidelines and heritage features. He continued with a request to determine the scope and price of this type of project. Councillor Daigle made mention of the potential for Urban Design Guidelines to be intertwined within a development or subdivision agreement. He noted that this would be useful in any place for potential development not just the specified urban centres of Ailsa Craig and Parkhill. Discussion was had around funding for the project and ultimately the Council decided to defer the matter to the Economic Development Advisory Committee for further discussion and potential recommendations.

- 13.4 Requested Natural Gas Extension from Corbett to Moray

Deferred March 15, 2023

(Follow up by Manager of Infrastructure and Operations)

13.5 Trail Proposal - Bear Creel Trail

Deferred March 15, 2023

(Follow up by Manager of Recreation and Facilities - attached memo)

Manager of Recreation and Facilities spoke to the attached memo. Item has been satisfied, as all future inquiries would be filtered through the Recreation Advisory Committee.

13.6 Status of Food Trucks in Municipality of North Middlesex

Deferred April 5, 2023

(Follow up by Manager of Recreation and Facilities - report to come May 17, 2023)

13.7 Environment Committee

Deferred April 5, 2023

(Follow up by Cr. Irwin)

13.8 Request for OPP Annual Report and Speeding Concerns in Parkhill

(Follow up by Clerk - attached memo)

The Clerk spoke to Council's request for an annual report from the OPP. Annual Report set to appear July 19th, 2023. She also addressed Council's request for increased enforcement in the Parkhill Main St. area, by noting that Inspector Ross Stuart of the Middlesex OPP enlisted a focused patrol effective immediately for the area.

13.9 Provincial Policy Statement, Additional Residential Units - Impact on North Middlesex

(Follow up by Planner - attached memo)

13.10 AMO-LAS Water and Sewer Warranty Program

(Follow up by Manager of Infrastructure and Operations)

14. COMMUNICATIONS (Including County Council Meeting Report)

14.1 Middlesex County Joint Annual Accessibility Status Report 2022

14.2 Middlesex County Warden Charity Golf Tournament

14.3 Middlesex County Council Meeting Highlights - April 11, 2023

14.4 Middlesex County Local Council Day - May 9 2023

15. READING OF THE BY-LAWS

Motion # 139/2023

Moved By: C. Daigle

Seconded By: S. Nirta

THAT By-laws 043-049 of 2023 be read a first and second time

CARRIED

Amendment:

Motion # 140/2023

Moved By: P. Hodgins

Seconded By: B. Irwin

THAT By-laws 043 -049 of 2023 be read a third and final time.

CARRIED

15.1 043 of 2023 - Appoint Deputy Lottery Licencing Officers

15.2 044 of 2023 - Authorize Civil Solemnization Services by Clerk

15.3 045 of 2023 - Delegate Authority to Certain Staff to Solemnize Civil Marriages

15.4 046 of 2023 - Appoint Deputy Division Registrars and Deputy Issuers of Marriage Licences

15.5 047 of 2023 - Road Allowance Closure Cons 5 and 6 BF & Con 17, Part 6

15.6 048 of 2023 - Drain Repair Costs Collection

15.7 049 of 2023 - Confirming of Council Proceedings

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

Motion # 141/2023

Moved By: J. Keogh

Seconded By: S. Nirta

**THAT the Open Meeting adjourn to Closed Meeting at 8:10 p.m.
To receive information under the following exception:**

239 (2) (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization. Future Integrity Commissioner Appointment, approval of previous minutes.

CARRIED

17. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Motion # 142/2023

Moved By: S. Nirta

Seconded By: B. Irwin

That the Closed Meeting adjourn and return to Open Meeting at 8:25 with recommendations.

CARRIED

Amendment:

Motion # 143/2023

Moved By: C. Daigle

Seconded By: B. Irwin

THAT the report entitled "Appointment of future Integrity Commissioner" be received; and,

THAT the Mayor and Clerk be authorized to sign an Agreement with Aird and Berlis for services as Integrity Commissioner from January 1, 2024 until December 31, 2026.

CARRIED

18. ADJOURNMENT

Motion # 144/2023

Moved By: S. Nirta

Seconded By: J. Keogh

That the Meeting adjourn at 8:28 p.m.

CARRIED


MAYOR


CLERK