



**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

November 6, 2024, 5:00 p.m.

Members Present: Mayor Brian Ropp
Councillor Ward 1 Sara Nirta
Councillor Ward 2 Bill Irwin
Councillor Ward 3 Charles Daigle
Councillor Ward 5 Adrian Cornelissen

Members Absent: Deputy Mayor Paul Hodgins
Councillor Ward 4 John Keogh

Staff Present: Recreation and Facilities Manager Brandon Drew
Director of Infrastructure and Operations, Jaden Hodgins
Drainage Superintendent, Joanne Sadler
Director of Corporate Services / Clerk, Alan Bushell
Chief Administrative Officer, Carolyn Tripp
Felicia Krista, Economic Development & Communications
Coordinator
Director of Finance/Treasurer, Ralph D'Alessandro

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 5:00 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.

3. MINUTES OF PREVIOUS MEETINGS

3.1 Meeting Minutes for October 16, 2024

Moved By: C. Daigle

Seconded By: S. Nirta

That the attached minutes be approved as presented

CARRIED

4. DELEGATIONS

4.1 North Middlesex, Economic Development Strategic Plan

Moved By: B. Irwin

Seconded By: C. Daigle

THAT Council accept the presentation as information.

CARRIED

5. DEPARTMENTAL REPORTS

5.1 Reports from Brandon Drew, Director of Community Services

5.1.1 2024-2025 Snow Removal Tender Results

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council award the 2024-2025 snow removal tender to All Seasons Maintenance and Landscaping for the amounts listed in this report for the Shared Services Centre and the Parkhill Fire and Paramedic Station;

AND THAT Council award the 2024-2025 snow removal tender to All Care Tree Maintenance for the amounts listed in this report for the Parkhill Arena, Parkhill Community Centre, Parkhill Medical

Centre, West Williams Community Hall, Ailsa Craig Library and the Ailsa Craig Recreation Centre;

AND THAT Council authorize the Director of Community Services to enter a one-year contract with both parties for snow removal services.

CARRIED

5.2 Report from Felicia Krista, Economic Development & Communications Coordinator

5.2.1 CIP Application Gokstorp Farms

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council award Gokstorp Farms, with \$5,000 upon completion of their proposed rural economic development project as per the Municipality's Community Improvement Plan.

CARRIED

5.3 Report from Alan Bushell, Director of Corporate Services / Clerk

5.3.1 2025 Council Schedule

Moved By: B. Irwin

Seconded By: S. Nirta

THAT the report entitled "2025 Regular Meeting Schedule" be received by Council;

AND THAT the 2025 Meeting Schedule, be approved.

CARRIED

6. COMMITTEE OF ADJUSTMENT (To proceed no earlier than 6:00 p.m.)

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council adjourn its Regular Meeting in order to sit as Committee of Adjustment under the Planning Act.

CARRIED

- 6.1 Notice of Public Meeting to consider Application MV-14-2024 located at 34751 Brinsley Road

6.1.1 Planners Evaluation Report

6.1.2 Provision for Applicant Remarks

6.1.3 Provision for Written Submissions

6.1.4 Provision for Public Comments

6.1.5 Provision for Committee Questions

6.1.6 Decision

The applicant provided clarifications.

Moved By: B. Irwin

Seconded By: S. Nirta

THAT the Application for Minor Variance MV-14-2024, to permit a portion of the proposed detached garage to be located in the front yard of the property, whereas Section 6.3.2 a) requires accessory structures to be located in a rear and/or side yard and to permit a maximum height of the proposed accessory structure, as measured from grade to peak, of 7.0 m (22.97 ft) whereas Section 6.3.3 a) and 13.2 i) permit a maximum height of 5.5 m (18.04 ft) as measured from grade to peak be **GRANTED** subject to the following condition:

- 1) The relief solely applies to the proposed detached garage, as shown on the site sketch submitted with the subject application.
- 2) The proposed accessory structure shall be one-storey.

CARRIED

- 6.2 Adjournment of Meeting (Committee of Adjustment)

Moved By: A. Cornelissen

Seconded By: S. Nirta

That Committee of Adjustment adjourn and convene as a Public Meeting under the Planning Act.

CARRIED

7. PUBLIC MEETINGS - PLANNING ACT

- 7.1 Notice of Public Meeting to consider Application ZBA-11-2024 located at 84 Queen Street

7.1.1 Planners Evaluation Report

7.1.2 Provision for Applicants Remarks

The agent was in attendance.

7.1.3 Provision for Written Submissions

7.1.4 Provision for Public Comments

7.1.5 Provision for Council Questions

7.1.6 Decision

Moved By: B. Irwin

Seconded By: S. Nirta

THAT the request for the removal of a Holding provision for Block 9 on Plan 33M813, Subject to an Easement over Part 11 on 33R21183, as in ER144708, geographic township of Ailsa Craig, Municipality of North Middlesex be **APPROVED** as the application: satisfies the requirements of the Planning Act; is consistent with the Provincial Policy Statement, conforms to the Official Plans of both the Municipality of North Middlesex and the County of Middlesex and satisfies the requirements of the North Middlesex Zoning By-law.

CARRIED

- 7.2 Notice of Public Meeting to consider Application ZBA-21-2024 at 1069 West Corner Drive

7.2.1 Planners Evaluation Report

7.2.2 Provision for Applicants Remarks

Agent Paul Hendrikx was in attendance.

7.2.3 Provision for Written Submissions

7.2.4 Provision for Public Comments

7.2.5 Provision for Council Questions

7.2.6 Decision

Moved By: C. Daigle

Seconded By: B. Irwin

THAT Council receive the report for information for Zoning By-law Amendment ZBA-21-2024, which proposes to rezone the 'Retained Parcel' of Consent B2-2024 to 'General Agricultural Exception 111 (A1-111)' and the 'Severed Parcel' of Consent B2-2024 to 'General Agricultural Exception 112 (A1-112).'

AND FURTHER THAT the associated implementing by-law be **APPROVED** and read a first, second and third/final reading.

CARRIED

8. COURT OF REVISION – DRAINAGE (Proceedings begin at 7:00 p.m.)

The Court of Revision session will begin at 7:00 p.m.

Chair Ropp called the Court to order at 7:00 p.m.

Moved By: S. Nirta

Seconded By: C. Daigle

THAT Council adjourn to begin into the Court of Revision proceedings.

AND THAT Councillor Cornelissen be appointed to the November 6, 2024, North Middlesex Court of Revision in place of the Deputy Mayor Hodgins.

CARRIED

8.1 Court of Revision - Gilbert-Windsor Drain 2024

8.1.1 Appointment of Members – Mayor Ropp, Councillor Cornelissen and Ward Councillor Daigle

Councillor Cornelissen, was appointed in place of the Deputy Mayor due to regrets being submitted.

8.1.2 Drainage Overview Report – Drainage Superintendent

8.1.3 Consideration of Appeal (if any)

8.1.4 Decision - Engineers Report

Moved By: A. Cornelissen

Seconded By: C. Daigle

THAT the Court of Revision confirm the assessment schedule(s) as detailed in R. Dobbin Engineering Inc. report dated September 4, 2024 for the Gilbert-Windsor Drain (2024) and that the assessments be accepted as presented.

CARRIED

8.2 Court of Revision – Canada Company Drain North

8.2.1 Appointment of Members – Mayor Ropp, Councillor Cornelissen and Ward Councillor Daigle

Councillor Cornelissen, was appointed in place of the Deputy Mayor due to regrets being submitted.

8.2.2 Drainage Overview Report – Drainage Superintendent

8.2.3 Consideration of Appeal (if any)

8.2.4 Decision - Engineers Report

Moved By: C. Daigle

Seconded By: A. Cornelissen

THAT the Court of Revision confirm the assessment schedule(s) as detailed in R. Dobbin Engineering Inc. report dated September 13, 2024 for the Canada Company Drain North;

AND THAT the assessments be accepted as presented.

CARRIED

Moved By: C. Daigle

Seconded By: A. Cornelissen

THAT the Court of Revision adjourn.

CARRIED

9. DRAINAGE REPORTS from Joanne Sadler, Drainage Superintendent

Reports regarding drainage matters will be considered following the Court of Revision.

Moved By: C. Daigle

Seconded By: A. Cornelissen

THAT the regular meeting be reconvened.

CARRIED

9.1 Request for Drain Minor Improvement – Mud Creek Municipal

Moved By: B. Irwin

Seconded By: C. Daigle

THAT Council Receive the Notice of Request for Drain Minor Improvement for the Mud Creek Municipal Drain, according to section 78 of the Drainage Act;

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

CARRIED

9.2 Tender Results - Canada Company Drain North

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council receives this report and directs staff to award the Tender Contract MD09-2024 for the Canada Company Drain North to Van Bree Drainage and Bulldozing Limited the amount of \$109,322.40 (excluding HST).

CARRIED

9.3 Tender Results - Gilbert-Windsor Drain Branch “A”, “D” and Main Drain

Moved By: S. Nirta

Seconded By: B. Irwin

THAT Council receives this report and directs staff to award the Tender Contract MD10-2024 for the Gilbert-Windsor Drain Branch “A”, “D” and Main Drain to Robinson Farm Drainage Limited the amount of \$199,596.00 (excluding HST).

CARRIED

10. COMMITTEE REPORTS

10.1 Lake Huron Primary Water Supply Joint Mgmt Board

10.2 ABCA (Cr. Cornelissen)

10.3 BWRA (Cr. Keogh)

10.3.1 Newsletter - October 2024

- 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, Deputy Mayor Hodgins, Cr. Daigle)

10.7.1 Previous Minutes

10.7.2 Gym Membership Policy

Moved By: A. Cornelissen

Seconded By: S. Nirta

THAT the Gym membership Policy be tabled.

CARRIED

Moved By: C. Daigle

Seconded By: B. Irwin

WHEREAS the reason for the deferring consideration was resolved under New Business;

AND WHEREAS Council as a whole through consensus believe that it would be appropriate, as well as friendly to reconsider the item;

THEREFORE BE IT RESOLVED THAT the Gym membership Policy be re-tabled for consideration.

CARRIED

Moved By: C. Daigle

Seconded By: B. Irwin

THAT the Gym membership Policy be approved.

CARRIED

10.7.3 Video Monitoring Policy

Moved By: B. Irwin
Seconded By: S. Nirta

THAT the Video Monitoring Policy be approved.

CARRIED

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

10.9 Budget Committee (Mayor Mayor)

10.10 Community Development Fund Committee (Mayor Ropp, Cr. Nirta, Cr. Cornelissen)

The next meeting is on the November 13th at 9:00 a.m.

10.11 OCWA Client Advisory Board (CAO)

10.12 Middlesex County OPP Detachment Board

11. CORRESPONDENCE

11.1 Blue Mountain - Supporting OGRA Recommendation

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

THAT Council supports this initiative.

CARRIED

11.2 St Catharines - Supporting AMO Green Roads Pilot Project

Moved By: C. Daigle
Seconded By: A. Cornelissen

THAT Council defers considering this initiative until further information can be provided regarding the materials used.

CARRIED

11.3 Aurora - Fair Share Initiative

Moved By: C. Daigle
Seconded By: S. Nirta

THAT Council supports this initiative.

CARRIED

11.4 Middlesex-London Health Unit - Meeting Summary October 17, 2024

12. OTHER AND URGENT BUSINESS

CAO, Tripp - Prince William Road Allowance. Ongoing discussion and resources are being used in regards to transferring the land to the abutting properties.

CAO, Tripp - HR Coordinator clarified that firefighters are not included in the gym membership policy. Council revisited the tabled resolution from earlier to consider the item again (Agenda 10.7.2)

Councillor Irwin - Invitation to a tour of a recycling facility to Council on November 28, 2024.

Mayor Ropp, provided positive feedback regarding the PJHL prospect game hosted by the Stars.

CAO, Tripp - Thanks to Jaden Hodgins for his service to the community.

13. DEFERRED ITEMS FROM PREVIOUS MEETINGS

14. COMMUNICATIONS (Including County Council Meeting Report)

14.1 Middlesex County - Council Highlights - October 22, 2024

Councillor Cornelissen inquired about the installation schedule for high speed internet.

Moved By: C. Daigle

Seconded By: S. Nirta

WHEREAS the Court of Revision has prescribed dates and times.

AND WHEREAS the public shall be advised that the next Agenda Item for consideration will be the Court of Revision (Agenda Item 8).

THAT Council recess until 7:00 p.m.

CARRIED

15. READING OF THE BY-LAWS

Moved By: S. Nirta

Seconded By: C. Daigle

THAT By-laws 088 of 2024, 089 of 2024, and 090 of 2024 be read a first and second time.

CARRIED

Moved By: B. Irwin

Seconded By: A. Cornelissen

THAT By-laws 079 of 2024, 088 of 2024, 089 of 2024, and 090 of 2024 be read a third and final time.

CARRIED

15.1 079 of 2024 - Prance Drain Section 76

Third and Final reading only.

15.2 088 of 2024 - ZBA-11-2024 - Hold Removal - 84 Queen Street

15.3 089 of 2024 - ZBA-21-2024 - 1069 West Corner Drive

15.4 090 of 2024 - Confirming

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

Moved By: S. Nirta

Seconded By: B. Irwin

THAT the Open Meeting adjourn to Closed Meeting at 7:09.

To receive information under the following exception:

16.1 Minutes

16.2 239(2)(d) labour relations or employee negotiations.

16.3 239(2) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

16.4 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees;

16.5 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees;

CARRIED

17. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Moved By: S. Nirta

Seconded By: C. Daigle

THAT the Closed Meeting adjourn and return to Open Meeting with the following rise and report:

- The public be informed that Minutes of Previous meetings were approved.
- A resolution regarding staffing is about to be considered in open session under this agenda item.

CARRIED

Moved By: S. Nirta

Seconded By: C. Daigle

THAT Council direct staff to proceed with the hiring of a Manager of Recreation & Facilities for 2025;

AND THAT Council approve the positional change for the Director of Community Services to the Director of Economic Development & Community Services.

CARRIED

18. ADJOURNMENT

Moved By: S. Nirta

Seconded By: C. Daigle

THAT the Meeting adjourn.

CARRIED