



**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

October 4, 2023, 6:00 p.m.

Members Present: Mayor Brian Ropp
Deputy Mayor Paul Hodgins
Councillor Ward 1 Sara Nirta (Virtual)
Councillor Ward 2 Bill Irwin
Councillor Ward 3 Charles Daigle
Councillor Ward 5 Adrian Cornelissen

Members Absent: Councillor Ward 4 John Keogh

Staff Present: Chief Administrative Officer, Carolyn Tripp
Treasurer, Estelle Chayer
Recreation and Facilities Manager, Brandon Drew
Manager of Infrastructure and Operations, Jaden Hodgins
Clerk Ashley Cook,

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 6:00 p.m. with a quorum present.

Noting Councillor Nirta was attending virtually on Zoom and Councillor Keogh was absent.

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

Motion # 268/2023

Moved By: C. Daigle

Seconded By: B. Irwin

Recommended Motion:

THAT the attached minutes be approved as presented.

CARRIED

Motion # 269/2023

Moved By: B. Irwin

Seconded By: S. Nirta

THAT Regular Meeting adjourn and proceed into Public Meeting, including Committee of Adjustment as listed on the agenda.

CARRIED

4. PUBLIC MEETING INCLUDING COMMITTEE OF ADJUSTMENT

4.1 6:00 p.m. Notice of Public Meeting to consider Application B13-2023 located at 3459 Mount Carmel Dr.

4.1.1 Planners Evaluation Report

The Planner presented her report.

4.1.2 Provision for Applicant Remarks

Applicant was not present.

4.1.3 Provision for Written Submissions

No written submissions.

4.1.4 Provision for Public Comments

No public comments.

4.1.5 Provision for Committee Questions

No questions from the Committee.

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

Motion # 270/2023

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT Application for Consent B13-2023, submitted under Section 53 of the Planning Act be GRANTED subject to the conditions listed on the Planner's Evaluation Report.

CARRIED

- 4.2 6:05 p.m. Notice of Public Meeting to consider Application MV-4-2023 located at 0 Old Mill Rd.

4.2.1 Planners Evaluation Report

The Planner presented her report.

4.2.2 Provision for Applicants Remarks

Applicant was not present.

4.2.3 Provision for Written Submissions

One written submission was received and attached to the agenda.

4.2.4 Provision for Public Comments

No public comments.

4.2.5 Provision for Committee Questions

Mayor Ropp asked to clarify when the drainage element of this application would be discussed and decided upon. The Planner noted that this element would be scoped during the building permit stage.

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

Motion # 271/2023

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT Application for Minor Variance MV-4-2023, BE GRANTED in order to permit the construction of a semi-detached dwelling with the variances listed on the Planner's Evaluation Report.

CARRIED

4.3 6:10 p.m. Notice of Public Meeting to consider Application ZBA-8-2023 located at 2039 Elliot Dr.

4.3.1 Planner's Evaluation Report

The Planner presented her report.

4.3.2 Provision for Applicant Remarks

The applicant was present in person, but had no further comments to add.

4.3.3 Provision for Written Submissions

No written submissions.

4.3.4 Provision for Public Comments

No public comments.

4.3.5 Provision for Council Questions

No questions from Council.

4.3.6 Decision (approve, defer with reason, deny with reason) See Planner's Report for recommendation.

Motion # 272/2023

Moved By: S. Nirta
Seconded By: A. Cornelissen

THAT Application for Zoning By-law Amendment No. ZBA-8-2023 which proposes to rezone the severed lot of Consent B15-2021 from the 'Urban Reserve (A3) Zone' to 'Agricultural Small Holding (AG1) Zone' to recognize the residential use of the lands; and to rezone the retained lands from the 'Urban Reserve (A3) Zone' to the 'Urban Reserve Exception (A3-7) Zone' to prohibit the establishment of new dwellings on the remnant farm parcel, and recognize a frontage deficiency of 142 m (466 ft) be APPROVED.

CARRIED

- 4.4 6:15 p.m. Notice of Public Meeting to consider Application ZBA-09-2023 located at 155 Broadway St.

4.4.1 Planner's Evaluation Report

The Planner presented her report.

4.4.2 Provision for Applicant Remarks

Applicant was not present.

4.4.3 Provision for Written Submissions

No written submissions.

4.4.4 Provision for Public Comments

No public comments.

4.4.5 Provision for Council Questions

No questions from Council.

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

Motion # 273/2023

Moved By: S. Nirta
Seconded By: A. Cornelissen

THAT Application for Zoning By-law Amendment No. ZBA-9-2023 which proposes to rezone the subject lands from 'Institutional (I1) Zone' to the 'Residential Density One Exception (R1-22) Zone' within the North Middlesex Zoning By-law, in order to permit the change of use from a church to a single detached dwelling, and to recognize an existing deficient interior side yard setback of 1.09 m (3.57 ft), whereas the minimum interior side yard setback required for the 'R1 Zone' is 1.2 m (3.9 ft) be APPROVED.

Motion # 274/2023

CARRIED

THAT Public meeting adjourn at 6:10 p.m. and proceed to Regular meeting.

Moved By: B. Irwin

Seconded By: S. Nirta

5. DELEGATIONS

CARRIED

5.1 Middlesex ITS Overview

Chris Bailey to present.

Chris Bailey presented the Middlesex ITS Overview presentation. Questions followed from several members of Council focused on the implementation of cyber security measures including the fishing initiative, and spam collection. Mr. Bailey noted the success of these initiatives. Councillor Irwin asked for clarification on the economies of scale and if there was potential to see these comparative numbers which would detail cost savings to North Middlesex. Mr. Bailey noted that he would investigate this and provide it to Council. Further discussion was had on the size of Middlesex ITS including staffing, and on-site service calls as part of the agreement.

6. DEPARTMENTAL REPORTS

6.1 Report from Drainage Superintendent - Request for Drainage Works by Owners

The Drainage Superintendent was not present. The Manager of Infrastructure and Operations presented the report. Mayor Ropp asked for

confirmation that this affected only one land owner to which the Manager confirmed it did.

Motion # 275/2023

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT Council receive the Petition for Drainage Works by Owners under section 4 of the Drainage Act; and

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

CARRIED

6.2 Report from Chief Administrative Officer - Non-Union Market Compensation / Organization Review

The Chief Administrative Officer presented her report. Councillor Daigle wanted to clarify that any implementation of proposed changes would be seen beginning in the 2024 budget. The Chief Administrative Officer confirmed that yes this is proposed to begin with the 2024 budget.

Motion # 276/2023

Moved By: B. Irwin

Seconded By: S. Nirta

THAT Council accept the report from Carolyn Tripp, Chief Administrative Officer and direct staff to retain the services of ML Consulting for the preparation of a Non-Union Market Compensation / Organizational Review.

CARRIED

6.3 Report from Chief Administrative Officer - Ontario Trillium Foundation - Resilient Communities Fund

The Chief Administrative Officer presented her report. No questions from Council.

Motion # 277/2023

Moved By: P. Hodgins

Seconded By: C. Daigle

THAT the report by Carolyn Tripp, Chief Administrative Officer, dated October 4, 2023, regarding an application to the Ontario Trillium Foundation - Resilient Communities Fund be received and approved, and that council support staff submitting an application for funding for Fire Department management software, an update of the North Middlesex Strategic Plan and the development of a Disaster Recovery / Business Continuity Plan.

CARRIED

6.4 Report from Chief Administrative Officer - Proposed Daycare Facility

The Chief Administrative Officer presented her report. Councillor Nirta and Councillor Cornelissen thanked the Chief Administrative Officer for this report and initiative. Councillor Cornelissen followed up by asking questions about the use of space and the impact on the Community Center as it is currently. The Chief Administrative Officer broke down the drawing, detailing each section and the proposed renovations. She further noted that the impact on the Community Centre would be a reduction in capacity from 400 to 350. Councillor Cornelissen also asked about the number of spaces that this facility would create. The Chief Administrative Officer noted that this would depend on the works completed by the architect and engineer as there is a specific calculation to determine child per available areas. Councillor Irwin asked if there was any potential to scale the project up and thanked the Chief Administrative Officer for her report.

Motion # 278/2023

Moved By: S. Nirta

Seconded By: C. Daigle

THAT Council direct staff to proceed with investigating the opportunity for a daycare centre within the Town of Parkhill.

FURTHER THAT Council approves the use of funds from the Facilities Reserve for this purpose.

CARRIED

6.5 Report from Manager of Infrastructure and Operations - Green Municipal Fund Application for Energy Improvements at Ailsa Craig WWTP

Mayor Ropp noted that there was a gas line that went to the gate at the WWTP that had not been put to use. He noted that this would not be covered by the grant. He also asked for clarification on the use of fans and what this grant could save the Municipality versus what is currently there. The Manager of Infrastructure did note that the natural gas element was not applicable to this application. In 2021 CIMA+ did do an energy audit that looked at the issue with the energy consumption of the plant. As part of this audit, they did not recommend gas as it was a very high capital cost at the time to convert the electrical system to gas. There was a projection of an increase in the cost of natural gas at this time and so the conversion was never taken beyond this point at the time. The Manager went on to note that the HVAC systems at the plant run continuously and there are more improvements that need to be made to achieve the energy savings.

The Mayor asked to go beyond the grant and investigate the cost of putting gas into the facility and how long it would take to recover those projected costs. Councillor Daigle asked for a 2024 line item in the budget that completes the scope of these works.

Motion # 279/2023

Moved By: P. Hodgins

Seconded By: C. Daigle

THAT Council directs staff to submit an application to the Federation of Canadian Municipalities' Green Municipal Fund for energy improvements to the Ailsa Craig Wastewater Treatment Plant.

CARRIED

Motion # 280/2023

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT Council direct staff to include a line item in the 2024 budget for an investigation into the cost savings opportunities for the Ailsa Craig WWTP specific to energy expenses.

CARRIED

6.6 Report from Manager of Infrastructure and Operations 2023/2024
Development Charges Update

The Manager of Infrastructure presented his report and noted that at this time the report was for information only. Councillor Daigle asked for some clarification on specific figures within the report. The Manager made specific mention that due to some last-minute information received the numbers reflected in the report were not the most current. The Manager went over the public process of implementing a new Development Charges By-Law. He followed up by noting that this would be posted on Friday and would be clearer for interpretation then.

Motion # 281/2023

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Council receive this report for information.

CARRIED

7. PASSING OF ACCOUNTS

7.1 Report from Treasurer - Accounts Payable

The Treasurer presented her report. She opened the floor to questions. Councillor Cornelissen asked the Manager of Recreation and Facilities where the improvements were made. The Manager noted that improvements were made to the railings to include spindles to prevent injuries.

Motion # 282/2023

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 noted that the ABCA prefers that the Municipality bills the applicant directly for the engineering services. He further spoke about upcoming trail improvements and an upcoming grant application to help fund the improvements.

8.2.1 July 20 2023 - Draft Board Meeting Minutes

8.2.2 September 20 2023 - Board of Directors Meeting Agenda

8.3 BWRA (Cr. Keogh)

8.3.1 Board of Directors Meeting - September 21 2023 Notes

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

Upcoming meeting October 19 2023

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)

Upcoming meeting October 18 2023

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

8.9 OCWA Client Advisory Board (CAO)

9. CORRESPONDENCE

10. OTHER AND URGENT BUSINESS

Mayor Ropp noted that this past weekend he had the pleasure of present Second Blessings with a plaque commemorating 30 years. He noted that not many know, but they are a registered charity. The Mayor also spoke of the Truth and Reconciliation event held at the Municipality for staff put on by the Public Works Clerk Kristyn, and her family. He noted that he would like to see this expanded in the future.

Councillor Nirta thanked Second Blessings, and congratulated them on achieving 30 years in the community. She noted that they have done so much for the residents of North Middlesex. She wished them many more years of success.

11. DEFERRED ITEMS FROM PREVIOUS MEETINGS

11.1 North Middlesex Surplus Lands

Deferred on November 17, 2021 - CAO follow up.

11.2 Parkhill Sewage Lagoon

Deferred February 1, 2023 - Manager of Infrastructure and Operations to follow up.

11.3 Environment Committee

Deferred April 5, 2023 - Councillor Irwin to follow up.

11.4 Annie Ada Shipley Three-Way Stop

Deferred June 7, 2023 - Manager of Public Works to follow up

11.5 AMO-LAS Water and Sewer Warranty Program

Deferred April 19, 2023 - Manager of Infrastructure and Operations to follow up.

11.6 Communities Overview of Traffic Control and Speed Signs

Deferred September 6, 2023 - Manager of Infrastructure, Manager of Public Works to follow up.

11.7 Bridge 34 Scope of Repair - Weight Allowance

Deferred September 6, 2023 - Manager of Infrastructure and Operations to follow up.

The Manager of Infrastructure and Operations noted that the bridge has been reopened and confirmed that the weight limit has been established as a 10 tone limit. Appropriate signage has been posted on bridge, and surrounding intersections. He told Council that he did provide the update to the bus companies as well. The Mayor confirmed that this bridge is on New Ontario Rd,

11.8 Ailsa Craig Queen St. Truck Traffic Controls

Deferred September 6, 2023 - Manager of Infrastructure and Operations to follow up.

12. COMMUNICATIONS (Including County Council Meeting Report)

12.1 2024 Middlesex County Council and Library Board Meeting Calendar

12.2 September 12 2023 - County Council Meeting Highlights

13. READING OF THE BY-LAWS

Motion # 283/2023

Moved By: C. Daigle

Seconded By: P. Hodgins

That By-laws 083 - 086 of 2023 be read a first and second time

Provision for questions

CARRIED

Motion # 284/2023

Moved By: S. Nirta

Seconded By: A. Cornelissen

That By-laws 075, 083 - 086 of 2023 be read a third and final time

CARRIED

13.1 075 of 2023 - 620 Parkhill Dr. Temporary Use.

13.2 083 of 2023 - Appoint Various Members to Serve on Committees
(Budget Committee Appointments)

13.3 084 of 2023 - ZBA-8-2023

13.4 085 of 2023 -ZBA-9-2023

13.5 086 of 2023 - Confirming

14. ADJOURNMENT

Motion # 285/2023

Moved By: C. Daigle

Seconded By: S. Nirta

That the Meeting adjourn at 7:10 p.m.

CARRIED

A handwritten signature in cursive script, appearing to read "Bill Berger", is written over a horizontal line.

MAYOR

CLERK