



**MUNICIPALITY OF NORTH MIDDLESEX
REGULAR MEETING MINUTES**

June 18, 2025, 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
Councillor Ward 5 Adrian Cornelissen

Staff Present: Director of Economic Development and Community Services,
Brandon Drew
Director of Corporate Services /Clerk Ashley Cook,
Drainage Superintendent, Joanne Sadler
Manager of Public Works, Brandon McLeod
Chief Administrative Officer, Carolyn Tripp
Felicia Krista, Economic Development & Communications
Coordinator
Director of Finance/Treasurer, Ralph D'Alessandro
Director of Infrastructure and Operations, Sam Shannon
Manager of Infrastructure and Operations, Faishal Diwan

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 Conflict - S. Nirta - Item 6.5 - Locality Wellness Agreement Business Relations

3. MINUTES OF PREVIOUS MEETINGS

Moved By: P. Hodgins

Seconded By: C. Daigle

Recommended Motion:

That the attached minutes for the June 4th 2025, Council meeting be approved as presented.

CARRIED

Moved By: B. Irwin

Seconded By: S. Nirta

THAT Regular Meeting Adjourn to proceed to Committee of Adjustments.

CARRIED

4. COMMITTEE OF ADJUSTMENT

4.1 6:00 p.m. Notice of Public Meeting to consider Application MV-5-2025 33534 Cassidy Rd.

4.1.1 Planners Evaluation Report

The Planner presented her report.

4.1.2 Provision for Applicant Remarks

Applicant Jeff Kremer was present in person.

4.1.3 Provision for Written Submissions

4.1.4 Provision for Public Comments

No public comments.

4.1.5 Provision for Committee Questions

Councillor Cornelissen asked if a review of square footage and height restrictions was being considered in the Official Plan review. The Planner confirmed that a review was forthcoming, including a future housekeeping amendment.

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

Moved By: J. Keogh

Seconded By: C. Daigle

THAT the Application for Minor Variance MV-5-2025, to permit an increased maximum height of 7.8 m (25.59 ft) for an accessory structure (personal storage shed), be GRANTED subject to the following conditions as listed on the Planner's Evaluation Report.

CARRIED

4.2 Adjournment of Meeting

Moved By: C. Daigle

Seconded By: S. Nirta

THAT Committee of Adjustment adjourn and convene as a Regular Meeting.

CARRIED

5. DELEGATIONS

5.1 Housing Accelerator Fund Zoning By-Law Amendment Review - MHBC

Scott Allen was present in person. Provided an overview of the MHBC study framework and the funding to date.

The Chief Administrative Officer provided an overview of the funding opportunity that the municipality received. She added that the obligations were to fulfil the obligations as provided by the presenter.

Councillor Irwin asked for clarification on provincial guidelines for ARU. The consultant provided that there is presumably a condition for a level of servicing. The Planner, Abby Heddle-Jacobs, confirmed that adequate servicing was a requirement and within the municipal purview to ensure adequate servicing.

Councillor Keogh asked for clarification on settlement in agricultural areas. The consultant provided that this was a consideration and further evaluate what ARUs on agricultural units looks like on farm parcels. The Planner confirmed that ARUs are part of the provincial mandate as of now. Councillor Keogh followed by asking if the OFA representatives have been consulted as part of this change. The Planner confirmed that these agencies were part of consideration.

Conversation followed regarding agricultural implications of ARUs and future policy direction on severance activity as well as specifications on what is considered an additional residential unit.

5.2 OCWA Quarter 1 Water/Wastewater Update 2025

Rod Dupuis

Rod Dupuis was present in person and provided the OCWA Quarter 1 Water/Wastewater update for 2025.

Councillor Irwin asked for a comparison of the locates from this year to last. Rod cited that overall, the figures are consistent. Councillor followed, asking for clarification on the locates provided as part of fibre install.

Councillor Cornelissen asked about water loss - Rod confirmed that there is a reduction in unaccounted water for this year because of accurate tools. Councillor followed with an inquiry about how challenging it would be to see leaks in the rural area. Rod identified a strategic approach for finding rural leaks. The Director of Infrastructure provided that if there is a leak, it is often found through water bills, and confirmed that a report was forth coming.

Deputy Mayor Hodgins asked the Director of Infrastructure asked if the grant program was successful. The Director noted a number of applications - more so for retroactive.

As a conclusion, Rod provided the OCWA mission statement.

6. DEPARTMENTAL REPORTS

6.1 Report from Director of Infrastructure and Operations - DIO-38-2025 - 2025 Q1 Water and Wastewater System

The Director presented the report no questions were asked.

Moved By: B. Irwin

Seconded By: C. Daigle

THAT Council receives Report DIO-38-2025 regarding the “Q1 2025 North Middlesex Water & Wastewater Report” for information;

AND THAT Council receives the appended “Overview Memorandum’s to Council, Operational Plan Endorsement Memorandum to Council, Operational Plan for the North Middlesex Distribution System, and Client Operations Reports” prepared by the Operating Authority, Ontario Clean Water Agency;

AND THAT Council endorses the appended “Operational Plan” as required by the Drinking Water Quality Management Standard (DWQMS) Element 3.

CARRIED

6.2 Report from Director of Infrastructure and Operations - DIO-37-2025 - Parkhill Stormwater Management Master Plan

The report was presented. Councillor Daigle asked for clarification on the RFP and the variance in submission. The Director of Infrastructure spoke to the lesser figure and noted that public consultation was included, but not the master plan.

Moved By: C. Daigle

Seconded By: P. Hodgins

THAT Council receives Report DIO-37-2025 regarding the “Parkhill Stormwater Management Master Plan (IO-01-2025)” for information.

CARRIED

- 6.3 Report from Drainage Superintendent - DIO-39-2025 VanMassenhoven Drain Branch F and G Tender Results

The Drainage Superintendent presented the report. No further questions were asked.

Moved By: J. Keogh

Seconded By: C. Daigle

THAT Council receives Report DIO-39-2025 regarding “Municipal Drain Tender Results and Contract Award – VanMassenhoven Drain Branches “F” and “G”” for information;

AND THAT Council directs Staff to award the Tender Contract IO-11-2025 for the VanMassenhoven Drain Branches “F” and “G” to A.G. Hayter Contracting Ltd., in the amount of \$301,120.00 (excluding HST).

CARRIED

- 6.4 Report from the Director of Economic Development and Community Services - DCS-05-2025 - EWOP Range Hood Update

The Director of Economic Development and Community Services presented the report.

Mayor Ropp asked if the works included the electrical. The Director confirmed the price was inclusive.

Moved By: J. Keogh

Seconded By: P. Hodgins

THAT Council receive this report for information;

AND THAT Council approve the use of the Community Vibrancy Fund to finance the range hood replacement at the East Williams Optimist Park in the amount of \$12,000.00;

AND FURTHER THAT Council authorize staff to proceed with the project in partnership with the East Williams Optimist Club.

CARRIED

6.5 Report from the Director of Economic Development and Community Services - DCS-06-2025 - Locality Wellness Agreement

S. Nirta declared a conflict on this item.

Councillor Nirta left the discussion per the disclosure of a pecuniary interest.

The Director of Economic Development and Community Services presented the report.

Moved By: B. Irwin

Seconded By: C. Daigle

THAT this report be accepted for information; AND

THAT Council approve the attached lease agreement with Locality Wellness.

CARRIED

6.6 Report from Economic Development and Communications Coordinator - DEO-02-2025 CIP Application JJ Juhnke Holdings

Councillor Cornelissen asked for clarification on the median income threshold. The Coordinator provided that the information provided from the Canadian Census and CRA.

Moved By: B. Irwin

Seconded By: S. Nirta

THAT Council award JJ Juhnke Holdings Inc. located at 218 and 220 Ardross Street, with \$20,000 upon completion of their proposed affordable rental unit project as per the Municipality's Community Improvement Plan.

CARRIED

6.7 Report from Economic Development and Communications Coordinator - DED-03-2025 - CIP Application Fincredible Diving

The Communications Coordinator presented the report.

Councillor Cornelissen asked for clarification on the applicant and the business operations. The operation is a scuba certification business.

Moved By: P. Hodgins

Seconded By: B. Irwin

THAT Council award Fincredile Diving located at 171 Ailsa Craig Main Street with \$815.00 upon completion of their beautification project as per the Municipality's Community Improvement Plan.

CARRIED

7. COMMITTEE REPORTS

7.1 Lake Huron Primary Water Supply Joint Mgmt Board

7.1.1 Notice of Public Information Centre

7.2 ABCA (Cr. Cornelissen)

The councillor spoke about the recent land dedication and the success.

He also discussed the potential acquisition of the Scout Camp for future ABCA use. Councillor Keogh asked if there was information on the future use. Councillor Cornelissen noted that he would follow up with anticipated future uses.

Deputy Mayor Hodgins asked about the current structures within the Scouts camp and if there were going to be divestments or use for future education purposes.

Conservation of Ontario meeting upcoming June 23 2025.

Moved By: A. Cornelissen

Seconded By: C. Daigle

THAT the Municipality of North Middlesex supports the Ausable Bayfield Conservation Authority's expressed interest in acquiring property currently owned by Scouts Canada within the ABCA watershed for conservation purposes and future public use;

AND THAT this support is in reference to Motion #BD 33/25 of the ABCA Board of Directors, passed at their April 17, 2025 meeting, as outlined in the minutes received by the Municipality;

AND THAT Council directs staff to send a letter to the Ausable Bayfield Conservation Authority indicating Council's support, with a copy to be provided to Scouts Canada.

CARRIED

7.2.1 June 19 2025 - Board of Directors Meeting Agenda

7.2.2 May 15 2025 Draft Board Meeting Minutes

7.3 BWRA (Cr. Keogh)

7.4 EDAC (Cr. Irwin, Deputy Mayor Hodgins)

Next meeting 6:00 p.m. Ailsa Craig Recreation Centre

7.5 LSAC (Cr. Irwin, Deputy Mayor Hodgins)

Update provided from Councillor Irwin on a meeting had with MPP Steve Pinsonneault. Councillor Irwin expressed support for the school advisory committee, stressing the need for inclusive student representation and stronger collaboration between schools and the community. He highlighted the importance of long-term planning, transparency in reporting, and improved access to mental health supports for students.

7.6 Recreation Committee (Cr. Daigle, Cr. Nirta)

7.6.1 March 18 2025 - Recreation Meeting Minutes

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

Upcoming meeting July 16th 2025.

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

7.9 Budget Committee (Mayor Mayor)

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

7.11 OCWA Client Advisory Board (CAO)

7.12 Middlesex County OPP Detachment Board

Deputy Mayor Hodgins spoke about a meeting with Inspector Ross Stuart.

8. CORRESPONDENCE

8.1 Royal Canadian Legion - Sponsorship Opportunity

(Receive and Consider)

Moved By: A. Cornelissen

Seconded By: J. Keogh

THAT the Council of the Municipality of North Middlesex supports the Royal Canadian Legion via the attached correspondence for sponsorship of a hole at the upcoming golf tournament in the amount of \$300.00.

CARRIED

9. OTHER AND URGENT BUSINESS

9.1 Congratulations to Bog Line Smoke Show

Mayor Ropp provided congratulations to Bog Line Smokers and a substantial donation to be made to the local schools. Councillor Irwin also provided his congratulations.

9.2 Support for the Warden's Golf Tournament - Proceeds to Craigwell

9.3 Craigwood Youth Services Future Plans

Councillor Keogh proposed a concern about the vacancy of the Craigwood Youth Services property and asked staff to follow up on the needed grass maintenance.

10. DEFERRED ITEMS FROM PREVIOUS MEETINGS

11. COMMUNICATIONS (Including County Council Meeting Report)

11.1 June 5th 2025 - Participation County Official Plan Participation

Councillor Cornelissen spoke highly of an official plan session and encouraged the whole of Council to participate in these sessions.

12. READING OF THE BY-LAWS

Moved By: S. Nirta

Seconded By: P. Hodgins

That By-laws 050 051 of 2025 be read a first and second time

Provision for questions

CARRIED

Moved By: B. Irwin

Seconded By: A. Cornelissen

AND THAT By-laws 050 051 of 2025 be read a third and final time

CARRIED

12.1 050 of 2025 - Authorize Agreement with Locality Wellness

12.2 051 of 2025 - Confirming

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

Moved By: S. Nirta

Seconded By: J. Keogh

THAT the Open Meeting adjourn to Closed Meeting pursuant to Section 239 of the Municipal Act, 2001 for the following exemptions:

(f) Solicitor-Client Privilege - Building Permits

(d) Personal Matters about an identifiable individual - Staff Leave

(b) labour relations or employee negotiations - Queen St.

Approval of Past Meeting Minutes

CARRIED

14. CONSIDERATION OF MATTERS ARISING FROM CLOSED MEETING

Rise and report as follows:

Council received an update on liability variance to do with building permits.

Council received a staffing update about an identifiable individual.

15. ADJOURNMENT

Moved By: S. Nirta

Seconded By: J. Keogh

That the Meeting adjourn.

CARRIED

MAYOR

CLERK

DRAFT