



**Middlesex Centre Council Minutes**  
**Regular Meeting of Council**

**February 7, 2024, 9:30 a.m.**  
**Hybrid Council Meeting (Virtual and In-Person)**  
**13168 Ilderton Road / Virtual**  
**Ilderton, Ontario, N0M 2A0**

**COUNCIL PRESENT:** Mayor DeViet  
Deputy Mayor Brennan  
Councillor Heffernan  
Councillor Aerts  
Councillor Cates  
Councillor Berze

**REGRETS:** Councillor Shipley

**STAFF PRESENT:** Michael Di Lullo - Chief Administrative Officer  
Arnie Marsman - Director of Building Services / Chief Building Official  
Colin Toth - Director of Emergency Services / Fire Chief  
Rob Cascaden - Director of Public Works and Engineering  
Scott Mairs - Director of Community Services  
Tiffany Farrell - Director of Corporate Services  
James Hutson - Municipal Clerk  
Heather Kepran - Communications Specialist  
Megan Kamermans - Deputy Clerk  
Sophie Baysarowich, Communications & Legislative Services

**1. CALL TO ORDER**

Mayor DeViet calls the meeting to order at 9:30 a.m.

Members of the public are invited to participate in this meeting of Council by accessing the meeting which will be live-streamed on our Middlesex Centre YouTube channel or by contacting the Municipal Clerk to receive a registration link to join the meeting electronically.

Members of the public may also attend the meeting in-person at the Ilderton Community Centre located at 13168 Ilderton Rd, Ilderton, ON N0M 2A0

**2. LAND ACKNOWLEDGEMENT**

**3. ADDITIONS TO THE AGENDA**

There are no Additions to the Agenda to note for the February 7, 2024 council agenda.

**4. DISCLOSURE OF PECUNIARY INTEREST**

There are no Disclosures of Pecuniary Interest to note for the February 7, 2024 Council meeting.

**5. DELEGATIONS, PRESENTATIONS AND PETITIONS**

**5.1 Middlesex Centre YMCA Partnership Report**

Ash De Cruz and Nancy Giffen are in attendance virtually on behalf of the YMCA to provide a partnership report and update.

**6. ADOPTION OF THE MINUTES**

**6.1 Minutes of the January 24, 2024 Council Meeting**

**Resolution # 2024-025**

**Moved by:** Councillor Heffernan

**Seconded by:** Councillor Cates

THAT the minutes of the Middlesex Centre Council meeting held on January 24, 2024 be adopted as printed

**CARRIED**

**7. CONSENT AGENDA**

**Resolution # 2024-026**

**Moved by:** Councillor Aerts

**Seconded by:** Councillor Cates

THAT Items 7.1 through 7.4 listed on the February 7, 2024 agenda be adopted as recommended.

**CARRIED**

**7.1 Ontario Clean Energy Final Report**

THAT Report CAO-1-2024, re; Ontario Clean Energy Final Report be received for information.

**7.2 Treasurer Statement 2023 – Cash in Lieu of Parkland Reserve Fund**

THAT Report CPS-07-2024, re: Treasurer Statement 2023 – Cash in Lieu of Parkland Reserve Fund be received for information.

**7.3 Delaware Hydro Reserve Fund Report**

THAT Report CPS-08-2024, re: Delaware Hydro Reserve Fund be received for information.

**7.4 Middlesex Centre Customer Service Overview, 2023**

THAT Report CPS-09-2024, re: Middlesex Centre Customer Service Overview, 2023 be received for information.

**8. STAFF REPORTS**

**8.1 Information Technology Policies**

**Resolution # 2024-027**

**Moved by:** Councillor Berze

**Seconded by:** Deputy Mayor Brennan

THAT staff be directed to prepare a report respecting Information Technology security measures for the Municipality of Middlesex Centre and report back to a future meeting.

**CARRIED**

**Resolution # 2024-028**

**Moved by:** Councillor Heffernan

**Seconded by:** Councillor Cates

THAT Report CPS-06-2024 re: Information Technology Policies be received;

AND THAT Council endorse the updated policies attached as Appendices A1–A7;

AND FURTHER THAT Council endorse the new policies attached as Appendices A8–A11.

**CARRIED**

**8.2 Transportation Master Plan**

**Resolution # 2024-029**

**Moved by:** Councillor Berze

**Seconded by:** Councillor Heffernan

THAT Council receive for information Report PWE-02-2024 Re Transportation Master Plan;

AND THAT Council endorse the Transportation Master Plan in principle;  
AND FURTHER THAT the Transportation Master Plan be placed on the record for 30 day review.

**CARRIED**

**8.3 Middlesex County Police Services Board – Council Representative and Implementation Process**

**Resolution # 2024-030**

**Moved by:** Councillor Cates

**Seconded by:** Councillor Berze

THAT Report CAO-2-2024, re: Middlesex County Police Services Board – Council Representative and Implementation Process be received;

AND THAT Deputy Mayor John Brennan be appointed as the Middlesex Centre representative to the Middlesex County Police Services Board for the remainder of the Council Term;

AND FURTHER THAT staff be directed to report back on the implementation and appointment process of community members to the Middlesex County Police Services Board.

**CARRIED**

**9. NOTICE OF MOTION**

There are no Notices of Motion to note for the February 7, 2024 council agenda.

**10. CORRESPONDENCE**

**Resolution # 2024-031**

**Moved by:** Councillor Cates

**Seconded by:** Councillor Heffernan

THAT the Council for the Municipality of Middlesex Centre receives the correspondence items 10.1 through 10.5 listed on the February 7, 2024 agenda as information.

**CARRIED**

**10.1 Upper Thames River Conservation Authority Board of Directors Meeting - November 28, 2023**

**10.2 Lower Thames Valley Conservation Authority 2024 Preliminary Budget**

**10.3 Ministry of Natural Resources and Forestry - Oil, Gas and Salt Resources Act Regulation Changes**

**10.4 Western Ontario Wardens Caucus - Monthly Update**

**10.5 Enbridge - Ontario Energy Board's Phase 1 Decision**

**11. OTHER BUSINESS**

Mayor DeViet provides an overview of meetings and events attended as well as representative and advocacy activities undertaken throughout the month of January.

**12. CLOSED SESSION**

**Resolution # 2024-032**

**Moved by:** Councillor Berze

**Seconded by:** Deputy Mayor Brennan

THAT the Council for the Municipality of Middlesex Centre adjourn to closed session at 10:26 pm pursuant to Section 239 (2) of the Municipal Act, 2001, as amended to discuss the following matters:

Section 239 (3.1) A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:

1. The meeting is held for the purpose of educating or training the members.
2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee. (Integrity Commissioner Education and Training Session)

**CARRIED**

**12.1 CALL TO ORDER**

**12.2 DISCLOSURE OF PECUNIARY INTEREST**

**12.3 ADOPTION OF MINUTES**

12.3.1 Minutes of the January 24, 2024 Closed Session

**12.4 CLOSED SESSION ITEMS**

12.4.1 Integrity Commissioner Education and Training Session

**12.5 ADJOURNMENT**

**Resolution # 2024-033**

**Moved by:** Deputy Mayor Brennan

**Seconded by:** Councillor Cates

THAT Council rise from closed session and return to open session at 12:21.

**CARRIED**

During the closed session, Council participated in an education and training session regarding the *Municipal Conflict of Interest Act* (“MCIA”) and the municipal accountability framework.

**13. BY-LAWS**

**Resolution # 2024-034**

**Moved by:** Councillor Heffernan

**Seconded by:** Councillor Aerts

THAT By-laws 2024-011 through to By-law 2024-012 be adopted as printed.

**CARRIED**

**13.1 2024-011**

Being a by-law to authorize the borrowing of \$131,585.05 upon debentures towards the cost of constructing certain drains and drainage works

**13.2 2024-012**

Being a By-law to adopt and confirm all actions and proceedings of the Council of the Municipality of Middlesex Centre at the Council meeting held on February 7, 2024

**14. ADJOURNMENT**

The next Council meeting is scheduled for February 21, 2024.

**Resolution # 2024-035**

**Moved by:** Councillor Berze

**Seconded by:** Councillor Cates

THAT the Council for the Municipality of Middlesex Centre adjourns the February 7, 2024 Council meeting at 12:23 p.m.

**CARRIED**

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Aina DeViet, Mayor

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James Hutson, Municipal Clerk