



Middlesex Centre Council Minutes
Regular Meeting of Council

April 3, 2024, 9:00 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 Shipley
Councillor Aerts
Councillor Cates
Councillor Berze

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
Megan Kamermans - Deputy Clerk

1. CALL TO ORDER

Mayor DeViet calls the meeting to order at 9:00 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

The Municipality of Middlesex Centre recognizes that we are gathering on the traditional territory of the Anishinaabe, Haudenosaunee, and Leni-Lunape Peoples. We acknowledge the enduring presence of First Nation, Métis and Inuit people on this land and are committed to moving forward in the spirit of reconciliation and respect.

Our neighbouring First Nations communities which continue to live as sovereign Nations include the Chippewas of the Thames First Nation, Oneida Nation of the Thames, and Munsee Delaware Nation.

3. ADDITIONS TO THE AGENDA

There are no additions to the agenda to note for the April 3, 2024 council meeting.

4. DISCLOSURE OF PECUNIARY INTEREST

There are no Disclosures of Pecuniary Interest to note for the April 3, 2024 council meeting.

5. CLOSED SESSION

Resolution # 2024-090

Moved by: Councillor Cates

Seconded by: Councillor Shipley

THAT the Council for the Municipality of Middlesex Centre adjourn to closed session at 9:01 a.m. pursuant to Section 239 (2) of the Municipal Act, 2001, as amended to discuss the following matters:

Section 239 (2)(a) the security of the property of the municipality or local board (IT Security Agreement);

Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board (Potential Acquisition - Ward 4);

CARRIED

5.1 CALL TO ORDER

5.2 DISCLOSURE OF PECUNIARY INTEREST

5.3 ADOPTION OF MINUTES

5.3.1 Minutes of the March 20, 2024 Closed Session

5.4 CLOSED SESSION ITEMS

5.4.1 Potential Acquisition - Ward 4

5.4.2 Information Technology Services Agreement

5.5 ADJOURNMENT

Resolution # 2024-091

Moved by: Councillor Shipley
Seconded by: Councillor Heffernan

THAT Council rise from closed session and return to open session at 9:28 a.m.

CARRIED

Earlier today council met in closed session and rose from this portion of the meeting at 9:28 a.m.

I will now call the regular meeting back to order. During the closed session Council received an update on IT Security and a proposed acquisition of land in Ward 4 and provided direction to staff.

6. DELEGATIONS, PRESENTATIONS AND PETITIONS

6.1 Needham Municipal Drain Consideration of Report

Brandan Shapton of GM BluePlan is in attendance to present the report.

Niels Gillis is in attendance to comment on the report.

Mike McCartney is in attendance to comment on the report.

Maria Rapp is in attendance to comment on the report.

Don Foster is in attendance to comment on the report.

Sherri-Lynn Belair is in attendance to comment on the report.

Barbara Van Gaalen is in attendance to comment on the report.

Resolution # 2024-092

Moved by: Councillor Aerts
Seconded by: Councillor Heffernan

THAT the Council for the Municipality of Middlesex Centre receives the Needham Municipal Drain Report from GM BluePlan dated January 2024 and authorizes that the project proceed;

AND THAT the Court of Revision will meet on May 15, 2024;

AND FURTHER THAT Councillor Aerts, Councillor Shipley and Deputy Mayor Brennan be appointed to sit as the members of the Court of Revision with Deputy Mayor Brennan being the Chair.

CARRIED

7. ADOPTION OF THE MINUTES

Resolution # 2024-093

Moved by: Councillor Cates
Seconded by: Councillor Berze

THAT the minutes of the Middlesex Centre Council meeting(s) held on March 20, 2024 be adopted as printed.

CARRIED

7.1 Minutes of the March 20, 2024 Special Council Meeting

7.2 Minutes of the March 20, 2024 Regular Council Meeting

8. CONSENT AGENDA

Resolution # 2024-094

Moved by: Councillor Berze
Seconded by: Councillor Shipley

THAT Items 8.1 through 8.8 listed under the heading of Consent Agenda for April 3, 2024 be adopted as recommended.

CARRIED

8.1 National Tourism Week

THAT Report CAO-9-2024, re: National Tourism Week be received for information.

8.2 Community Services Advisory Committee Meeting Minutes of February 26, 2024

THAT the minutes of the Community Services Advisory Committee meeting held on February 26, 2024 be approved

8.3 Lenders Municipal Drain Br A Request for Drain Improvement

THAT the Request for Drain Improvement submitted by landowners proceed;

AND THAT staff be directed to notify the affected landowners and appropriate agencies of the Council's decision to proceed with the drainage works;

AND FURTHER THAT following the notice to the appropriate agencies, Mike DeVos, P.Eng. of Spriet Associates be appointed to prepare a Drainage Report for the improvement of the requested Municipal Drain, all in accordance with the Ontario Drainage Act.

8.4 McClary Drain Petition for Drainage

THAT the Petition for Drainage submitted by landowners proceed;

AND THAT staff be directed to notify the affected landowners and appropriate agencies of the Council's decision to proceed with the drainage works;

AND FURTHER THAT following the notice to the appropriate agencies, Mike DeVos, P.Eng. of Spriet Associates be appointed to prepare a Drainage Report for the creation of the requested Municipal Drain, all in accordance with the Ontario Drainage Act.

8.5 Auditor Appointment

THAT Report CPS-22-2024, re: Auditor Appointment be received;

AND THAT the Treasurer's recommendation to continue with the on-going service contract for the municipal audit as outlined in CPS-07-2021 Procurement of goods and services policy is approved;

AND FURTHER THAT the Municipality of Middlesex Centre appoint the firm of Scrimgeour & Company CPA Professional Corporation as the external auditors for the Municipality of Middlesex Centre for the fiscal year ends 2024-2028;

8.6 Information Technology Services Agreement

THAT Report CPS-19-2024, re: Information Technology Services Agreement be received;

AND THAT the Information Technology Services Agreement attached as 'Appendix A' be approved;

AND FURTHER THAT the Mayor and Clerk be authorized to execute the Information Technology Services Agreement with the County of Middlesex.

8.7 Annual Repayment Limit 2024

THAT Report CPS-21-2024, re: Annual Repayment Limit 2024 be received as information.

8.8 Annual Energy Planning Outlook

THAT Report CAO-12-2024, re: Annual Energy Planning Outlook be received for information.

9. STAFF REPORTS

9.1 Update on Grant Funding for Ilderton Arena and Next Steps

Michael DiLullo, CAO is in attendance to provide an overview of the staff report.

Scott Mairs, Director of Community Services is also in attendance to provide an overview of the staff report.

Resolution # 2024-095

Moved by: Councillor Heffernan

Seconded by: Councillor Shipley

THAT Report CAO-10-2024 re: Status Update on Grant Funding for Ilderton Arena and Next Steps be received;

AND THAT staff be authorized to proceed with the work identified in this report to make the necessary capital upgrades to the Ilderton Arena;

AND THAT Council provide pre-budget approval in the amount of \$372,730 for 2025 to fulfill the remaining budget needed to complete the project;

AND FURTHER THAT staff regularly report back on the awarding of the various project elements through the duration of the renovation.

CARRIED

9.2 Whistleblower Policy

Michael DiLullo, CAO is in attendance to provide an overview of the staff report.

Resolution # 2024-096

Moved by: Councillor Berze

Seconded by: Councillor Cates

THAT Report CAO-11-2024, re: Whistleblower Policy be received;

AND THAT the Whistleblower Policy appended to Report CAO-11-2024 be adopted.

CARRIED

9.3 Municipal Office Renovation - Budget Amendment and Sole Source Request

Scott Mairs, Director of Community Services is in attendance to provide an overview of the staff report.

Resolution # 2024-097

Moved by: Deputy Mayor Brennan

Seconded by: Councillor Berze

THAT Report CMS-02-2024, re Municipal Office Renovation – Budget Amendment and Single Source Request be received;

AND THAT the Municipal Office Renovation/Construction budget be amended to add additional capital costs required to renovate the back hallway and offices and to upgrade the flooring in the community centre meeting room in the amount of \$200,000 to be funded from the Municipal Office Build Reserve Fund;

AND FURTHER THAT the single source request for Media Multicom & Security Concepts be approved.

CARRIED

9.4 CMS-01-2024 Ice Allocation Policy & Procedure

Scott Mairs, Director of Community Services is in attendance to provide an overview of the staff report.

Resolution # 2024-098

Moved by: Councillor Shipley

Seconded by: Councillor Heffernan

THAT Report CMS-01-2024, re Ice Allocation Policy & Procedure be received;

AND THAT Policy No. CMS-01-2024 appended to this report be approved.

CARRIED

10. NOTICE OF MOTION

There are no Notices of Motion to note for the April 3, 2024 council meeting.

11. CORRESPONDENCE

Resolution # 2024-099

Moved by: Councillor Aerts

Seconded by: Councillor Berze

THAT the Council for the Municipality of Middlesex Centre receives the Correspondence items 11.1 through 11.6 listed on the April 3, 2024 agenda as information.

CARRIED

11.1 Ausable Bayfield Conservation Authority - 2023 Audited Financial Statement

11.2 Bluewater Recycling Association - Board of Directors Meeting Highlights, March 2024

- 11.3 Middlesex Centre Archives - February 2024 Newsletter
- 11.4 Middlesex Centre Archives - 2024 Heritage Fair
- 11.5 Municipal Engineers Association - Submission to ERO 019-7891
- 11.6 Municipality of Thames Centre - Annual Highlights, 2023

12. COUNTY COUNCIL UPDATE

Deputy Mayor Brennan provides an overview of the Middlesex County Council meeting held on March 26, 2024.

Please visit the Middlesex County website for full meeting minutes and highlights.

13. OTHER BUSINESS

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

14. BY-LAWS

Resolution # 2024-100

Moved by: Councillor Berze

Seconded by: Councillor Heffernan

THAT By-law 2024-009 and By-law 2024-023 through By-law 2024-028 be adopted as printed.

CARRIED

14.1 2024-009

Being a by-law of the Corporation of the Municipality of Middlesex Centre to provide for a drainage works to be known as the Fisher Watt Municipal Drain

Final Reading

14.2 2024-023

Being a by-law of the Corporation of the Municipality of Middlesex Centre to authorize the borrowing of \$49,835.49 upon debentures towards the cost of constructing certain drains and drainage works

14.3 2024-024

Being a by-law of the Corporation of the Municipality of Middlesex Centre to provide for a drainage works to be known as the Needham Municipal Drain

14.4 2024-025

Being a By-law of the Corporation of the Municipality of Middlesex Centre to dedicate certain portions of road for public purposes (Blocks 245, 246, 247 & 251 on Plan 33M-840)

14.5 2024-026

Being a by-law of the Corporation of the Municipality of Middlesex Centre to approve an agreement between the Municipality and the Corporation of the County of Middlesex regarding Information Technology Services

14.6 2024-027

Being a by-law to approve and ratify an Amending Subdivision Agreement between South Winds Development Co. Inc., the “Subdivider” and the Municipality of Middlesex Centre as the “Municipality” for lands described as Part of Lot 7 Concession 1 Lobo designated as Part 7 33R-19930; Subject to an easement in gross as in ER1221913; Municipality of Middlesex Centre being all of PIN 08502-1259 (LT)

14.7 2024-028

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 April 3, 2024

15. ADJOURNMENT

Resolution # 2024-101

Moved by: Councillor Cates

Seconded by: Councillor Berze

THAT the Council for the Municipality of Middlesex Centre adjourns the April 3, 2024 Council meeting at 10:51 a.m.

CARRIED

Aina DeViet, Mayor

James Hutson, Municipal Clerk