



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

**May 1, 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 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  
Tiffany Farrell - Director of Corporate Services  
James Hutson - Municipal Clerk  
Megan Kamermans - Deputy Clerk  
Sophie Baysarowich, Communications & Legislative Services  
Justin Fidler - Manager of Community Services  
Eric Joudrey - Manager of Environmental Services  
Andrew Giesen - Manager of Transportation

**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 attending the meeting in-person at the Ilderton Community Centre located at 13168 Ilderton Rd, Ilderton, ON N0M 2A0.

Members of the public may also access 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 can choose to delegate in-person or by electronic participation. Accessible formats and communication supports are available upon request.

**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 May 1, 2024 council meeting.

**4. DISCLOSURE OF PECUNIARY INTEREST**

There are no Disclosures of Pecuniary Interest to note for the May 1, 2024 council meeting.

**5. DELEGATIONS, PRESENTATIONS AND PETITIONS**

**5.1 2024 Middlesex County Warden & CAO Local Council Update**

Warden Aina DeViet and Middlesex County CAO Bill Rayburn are in attendance to provide a presentation to Middlesex Centre Council.

**6. ADOPTION OF THE MINUTES**

**6.1 Minutes of the April 17, 2024 Council meeting**

**Resolution # 2024-118**

**Moved by:** Councillor Shipley

**Seconded by:** Councillor Berze

THAT the minutes of the Middlesex Centre Council meeting held on April 17, 2024 be adopted as printed.

**CARRIED**

**7. CONSENT AGENDA**

**Resolution # 2024-119**

**Moved by:** Councillor Cates

**Seconded by:** Councillor Heffernan

THAT Consent items 7.1 through 7.8 listed on the May 1, 2024 agenda be adopted as recommended.

**CARRIED**

**7.1 Ontario's Provincial Emergency Management Strategy and Action Plan – 2023 Annual Report**

THAT Report CAO-14-2024, re: Ontario's Provincial Emergency Management Strategy and Action Plan: 2023 Annual Report be received for information.

**7.2 Ilderton Anniversary Celebrations, 2026**

THAT Report CAO-15-2024, re: Ilderton Anniversary Celebrations, 2026, be received;

AND THAT Council authorize staff to work with community groups to plan a celebratory event;

AND FURTHER THAT Council direct staff to bring a report back prior to the end of 2024 to provide an update on the planning and expectations for Middlesex Centre's involvement.

**7.3 Update to Delegated Authority for Administrative Functions**

THAT Report CLK-04-2024 re: Update to Delegated Authority for Administrative Functions be received.

AND THAT the Mayor and Clerk be authorized to execute the draft by-law attached as Appendix 'A' upon final approval by Council.

**7.4 Seniors Active Living Centres Program**

THAT Report CMS-04-2024 re: Seniors Active Living Centres Program be received as information.

**7.5 Tender Results - Komoka Community Centre Roof**

THAT Report CMS-05-2024 re: Tender Results – Komoka Community Centre Roof be received;

AND THAT the Komoka Community Centre Roof Replacement project (RFT-CMS-2024-01) be awarded to Grand Valley Roofing with a total cost of \$205,528.00.

**7.6 Capital Budget to Actual Q1 2024**

THAT Report CPS-25-2024, re: Capital Budget to Actual Q1 2024 report be received as information.

**7.7 Temporary Use Agreement for Overhead Structure at Komoka Wellness Centre**

THAT Report CAO-16-2024 re: Temporary Use Agreement for Overhead Structure at Komoka Wellness Centre be received;

AND THAT the Mayor and Clerk be authorized to execute the Temporary Use Agreement to enter into agreement with The Elite Performance and Injury Centre to permit the Structure at the Komoka Wellness Centre;

AND FURTHER THAT the 2024 Budget be amended to add a new capital cost of \$15,093 with the funds to be taken from the Build Middlesex Centre Reserve Fund.

**7.8 First Quarter 2024 Building and By-law Enforcement Activity Summary**

THAT Report BLD-04-2024, re: First Quarter 2024 Building and By-law Enforcement Activity Summary be received for information.

**8. STAFF REPORTS**

**8.1 Komoka SCADA System Upgrades**

Eric Joudrey, Environmental Services Manager, is in attendance to provide an overview of the staff report.

**Resolution # 2024-120**

**Moved by:** Councillor Cates

**Seconded by:** Councillor Berze

THAT Report PWE 20-2024 regarding the Komoka SCADA System Upgrades Award be received;

AND THAT the Komoka SCADA System Upgrades be awarded to Eramosa a CIMA+ Company (Eramosa) in the amount of \$275,231.00 (excluding HST);

AND FURTHER THAT the Mayor and Clerk be authorized to execute the necessary contract documents.

**CARRIED**

**8.2 Adoption of The Transportation Master Plan**

Andrew Giesen, Transportation Manager, is in attendance to provide an overview of the staff report.

**Resolution # 2024-121**

**Moved by:** Councillor Shipley  
**Seconded by:** Councillor Heffernan

THAT Report PWE 19-2024, re: Adoption of The Transportation Master Plan be received;

AND THAT Council adopt the Transportation Master Plan as appended to Report PWE 19-2024.

**CARRIED**

### **8.3 Development Charge Study 2024 - Options and Direction**

Tiffany Farrell, Director of Corporate Services, is in attendance to provide an overview of the staff report.

#### **Resolution # 2024-122**

**Moved by:** Councillor Berze  
**Seconded by:** Councillor Cates

THAT report CPS-24-2024, Development Charge Study 2024 – Options and Direction be received;

AND THAT the other non-residential development charge be calculated using the uniform method;

AND THAT there is no exemption provided for industrial development types as part of the 2024 Development Charge Study;

AND THAT staff be directed to update the Community Improvement Plan for 2025 to include a Development Charge grant related to industrial development types;

AND THAT staff are directed to provide an exemption for Agricultural development types in the 2024 Development Charge Study at 25% for Protection and services related to a highway, and 100% for parks and recreation;

AND FURTHER THAT staff be directed to continue working with Watson & Associates on definitions for exclusions for specific Agricultural development types that do not result in incremental service demands for the Development Charge Study.

**CARRIED**

### **8.4 Elmhurst Street and Parkland Place Servicing and Reconstruction**

Rob Cascaden, Director of Public Works and Engineering, is in attendance to provide an overview of the staff report.

#### **Resolution # 2024-123**

**Moved by:** Councillor Cates  
**Seconded by:** Councillor Heffernan

THAT Council Report PWE 20-2024, Re Elmhurst Street and Parkland Place Reconstruction be received;

AND THAT Council direct staff to proceed with Option 3 as the servicing option for Parkland Place and a portion of Elmhurst Drive as outlined in report PWE20-2024

**CARRIED**

**9. NOTICE OF MOTION**

There are no Notice of Motion to note for the May 1, 2024 council meeting.

**10. CORRESPONDENCE**

**Resolution # 2024-124**

**Moved by:** Councillor Cates  
**Seconded by:** Deputy Mayor Brennan

THAT the Council for the Municipality of Middlesex Centre receives the Correspondence items 10.1 through 10.7 as information.

**CARRIED**

**10.1 Middlesex Centre - Community Emergency Preparedness Grant Program**

**10.2 Mayor DeViet's Monthly Activity Update**

**10.3 Bluewater Recycling Association - 2023 Annual Report**

**10.4 Canadian Pacific Kansas City Railway - 2024 Vegetation Control Program**

**10.5 St. Clair Region Conservation Authority - Potential Removal of the Coldstream Dam Information**

Councillor Cates provided direction to staff to liaise with SCRCA and report back with respect to the options presented within the correspondence. Staff confirmed that they will contact the SCRCA to facilitate a future presentation to Council at the June 5, 2024 Council meeting.

**10.6 Thames-Sydenham Source Protection Committee - Recommended Phase Out of Free Well Water Testing**

**10.7 Upper Thames River Conservation Authority - Meeting Minutes -  
March26-2024**

**11. CLOSED SESSION**

**Resolution # 2024-125**

**Moved by:** Councillor Shipley

**Seconded by:** Councillor Cates

THAT the Council for the Municipality of Middlesex Centre adjourn to closed session at 10:55 a.m. pursuant to Section 239 (2) of the Municipal Act, 2001, as amended to discuss the following matters:

Section 239 (2)(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Development Litigation Matter - Ward 4);

Section 239 (3.1) Educational or training sessions. 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 (Legal Services Overview)

**CARRIED**

**11.1 CALL TO ORDER**

**11.2 DISCLOSURE OF PECUNIARY INTEREST**

**11.3 ADOPTION OF MINUTES**

11.3.1 Minutes of the April 3, 2024 Closed Session

**11.4 CLOSED SESSION ITEMS**

11.4.1 Development Litigation Matter (Ward 4)

11.4.2 Legal Services Overview

**11.5 ADJOURNMENT**

**12. OTHER BUSINESS**

There is no Other Business to note for the May 1, 2024 council meeting.

**13. BY-LAWS**

**Resolution # 2024-127**

**Moved by:** Councillor Berze  
**Seconded by:** Councillor Cates

THAT By-laws 2024-038 through By-law 2024-040 be adopted as printed.

**CARRIED**

**13.1 2024-038**

Being a By-law of the Corporation of the Municipality of Middlesex Centre to impose special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act, R.S.O. 1990 (TD - 2024-05-01)

**13.2 2024-039**

Being a by-law to authorize the execution of a Temporary Use Agreement between The Municipality of Middlesex Centre and Elite Performance and Injury Centre for lands known municipally as 1 Tunks Lane

**13.3 2024-040**

Being a By-law of the Corporation of the Municipality of Middlesex Centre to adopt and confirm all actions and proceedings of the Council of the Municipality of Middlesex Centre at the Council meeting held on May 1, 2024

**14. ADJOURNMENT**

The next Council meeting is scheduled for May 22, 2024.

**Resolution # 2024-128**

**Moved by:** Councillor Berze  
**Seconded by:** Councillor Aerts

THAT the Council for the Municipality of Middlesex Centre adjourns the May 1, 2024 Council meeting at 11:39 a.m.

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Aina DeViet, Mayor

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James Hutson, Municipal Clerk