



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

**February 17, 2021, 4:00 p.m.**  
**Electronic Council Meeting**

**COUNCIL PRESENT:** Mayor DeViet, Deputy Mayor Brennan, Councillor Heffernan, Councillor Shipley, Councillor Aerts, Councillor Scott

**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, Heather Kepran, Communications Specialist, James Hutson - Municipal Clerk, Dan Fitzgerald - County Planner

**1. CALL TO ORDER**

Mayor DeViet called the meeting to order at 4:00 p.m.

In response to COVID-19 we continue to hold Council meetings electronically. 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

Council will be proceeding to a Closed Session following disclosures of interest. The regular meeting agenda will commence at approximately 6:00 p.m.

The Committee of Adjustment will begin at approximately 7:00 p.m.

**2. ADDITIONS TO THE AGENDA**

There are no additions to the February 3, 2021 Council Agenda. By-law 2021-016 has been removed from the Agenda and will be brought forward to a future meeting.

**3. DISCLOSURE OF PECUNIARY INTEREST**

There are no disclosures of pecuniary interest to note for the February 17, 2021 Council meeting items.

**4. CLOSED SESSION**

**Resolution # 2021-053**

**Moved by:** Councillor Scott

**Seconded by:** Councillor Heffernan

THAT the Council for the Municipality of Middlesex Centre adjourn to closed session at 4:01 p.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;

Section 239 (2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**CARRIED**

**4.1 Call to Order**

**4.2 Disclosure of Pecuniary Interest**

**4.3 Confirmation of Minutes**

4.3.1 January 20, 2021 Closed Minutes

4.3.2 February 3, 2021 Closed Minutes

**4.4 Closed Session Items**

4.4.1 Development Matter

4.4.2 Development Matter

**4.5 Adjournment**

Council rose from closed session at 5:22 p.m.

The Chair declared a recess at 5:22 p.m. and the meeting resumed at 6:00 p.m.

**5. DELEGATIONS, PRESENTATIONS AND PETITIONS**

There are no delegations, presentations or petitions to note for the February 17, 2021 Council meeting.

**6. ADOPTION OF THE MINUTES**

**6.1 Minutes of the February 3, 2021 Council Meeting**

**Resolution # 2021-056**

**Moved by:** Deputy Mayor Brennan

**Seconded by:** Councillor Scott

THAT the minutes of the Middlesex Centre Council meeting held on February 3, 2021 be adopted as printed.

**CARRIED**

**7. CONSENT AGENDA**

**Resolution # 2021-057**

**Moved by:** Councillor Aerts

**Seconded by:** Councillor Shipley

THAT the Items listed under the heading of Consent Agenda for February 17, 2021 be adopted as recommended.

**CARRIED**

**7.1 Summary of Planning Application Submissions for 2020**

**Resolution # 2021-057**

THAT Council receives Report CLK-03-2021, re: Summary of Planning Application Submissions for 2020 as information.

**7.2 2020 Annual Water System Performance and Summary Reports**

**Resolution # 2021-057**

THAT the 2020 Annual Drinking Water System Performance and Summary Reports be received for information.

**7.3 2020 Annual Wastewater Systems Performance Report**

**Resolution # 2021-057**

THAT the 2020 Annual Wastewater Systems Summary Reports be received for information.

**7.4 Budget to Actual January 2021**

**Resolution # 2021-057**

THAT the Budget to Actual Report CPS-05-2021 for January 2021 be received for information.

**7.5 YMCA Surplus 2020**

**Resolution # 2021-057**

THAT Report CPS-04-2021, re: YMCA surplus 2020 be received for information.

**7.6 Community Services Advisory Committee Minutes - December 7, 2021**

**Resolution # 2021-057**

THAT the minutes of the Community Services Advisory Committee held on December 7, 2020 be adopted as printed.

**8. STAFF REPORTS**

**8.1 Municipal Councillor Appointment – Ward 4**

**Resolution # 2021-058**

**Moved by:** Deputy Mayor Brennan

**Seconded by:** Councillor Heffernan

THAT Report CLK-05-2021 re: Municipal Councillor Appointment – Ward 4 be received;

AND THAT Council confirm the appointment of Sue Cates to the office of Ward 4 Councillor for the remainder of the 2018-2022 term of Council.

**CARRIED**

**8.2 Asset Management Software**

**Resolution # 2021-059**

**Moved by:** Councillor Heffernan

**Seconded by:** Councillor Scott

THAT Report CPS-06-2021 dated February 17, 2021 re: Municipality's Asset Management Software be received;

AND THAT Council approves the purchase of the Dude Solutions Software at an initial cost of \$19,962.60 for 2021 and \$12,846 for the annual renewal which will be accounted for in the annual budget;

AND FURTHER THAT Council delegate authority to the Director of Corporate Services/Treasurer to execute all related service agreements with Dude Solutions.

**CARRIED**

**9. COMMITTEE OF ADJUSTMENT - 7:00 P.M.**

**Resolution # 2021-061**

**Moved by:** Councillor Scott

**Seconded by:** Councillor Shipley

THAT Council adjourn its regular meeting at 7:00 pm in order to sit as a Committee of Adjustment under Section 45 of The Planning Act R.S.O., 1990, as amended, to consider the following Minor Variance applications:

**CARRIED**

Council declared a recess at 6:22 p.m. and the meeting resumed at 7:00 p.m.

**9.1 Application for Minor Variance (File No. A-1/2021)**

**Resolution # 2021-062**

**Moved by:** Councillor Shipley

**Seconded by:** Councillor Scott

THAT Minor Variance Application A-1/2021, filed by Mike Harasym on behalf of Harasym Developments Inc. for relief from the Comprehensive Zoning By-law in order to establish an interior side yard setback of 1.5 metres (5 feet) on one side, and 2.096 metres (6.87 feet) on the other, whereas the By-law requires a minimum interior side yard setback of 1.5 metres (4.9 feet) on one side and 2.5 metres (8 feet) on the other side; for a property legally described as Lot 93, Plan 33M746, Municipality of Middlesex Centre, County of Middlesex, and Municipally known as 133 Edgewater Boulevard, be GRANTED.

AND THAT the reasons for granting Minor Variance Application A-1/2021:

- The request complies with the general intent and purpose of Middlesex Centre's Official Plan;
- The request complies with the general intent and purpose of Middlesex Centre's Comprehensive Zoning By-law;
- The request is minor in nature; and
- The request represents appropriate development on the subject property.

**CARRIED**

**10. COUNCIL TO RISE FROM COMMITTEE OF ADJUSTMENT**

**Resolution # 2021-063**

**Moved by:** Deputy Mayor Brennan

**Seconded by:** Councillor Heffernan

THAT Committee does now rise from Committee of Adjustment and reconvene the regular meeting of Council at 7:09 p.m.

**CARRIED**

**11. CORRESPONDENCE**

**Resolution # 2021-060**

**Moved by:** Councillor Shipley

**Seconded by:** Deputy Mayor Brennan

THAT the Correspondence Items listed on the February 17, 2021 Council Agenda be received for information.

**CARRIED**

**11.1 Media Release - Ontario Celebrates the Contributions of Dedicated Volunteers**

**11.2 Media Release - LTVCA's 60th Anniversary**

**11.3 Ministry of the Environment, Conservation and Parks - Proclamation of Provisions of the Conservation Authorities Act**

**12. COUNTY COUNCIL UPDATE**

Deputy Mayor Brennan provides the following update from County Council held on February 16, 2021:

- The Budget Committee will be meeting on February 18th and 19th this week. The budget is scheduled to come to forward to County Council on March 9th for review;
- Morgan Calvert has accepted a position with Adelaide Metcalfe as Chief Administrative Officer. Chris Bailey has moved into the role of Director of ITS for the County;
- A presentation was received from KPMG regarding the 2021 Audit Plan;
- A tender for supply of hot asphalt by Dufferin Construction Company was approved in the amount of \$3,423,803.00;
- A tender for supply of cold in place asphalt by Lavis Contracting Co. Limited was approved in the amount of \$539,847.50 . Combined the contracts for asphalt supply are approximately \$162,000.00 under budget this year;
- Traffic lights are to be installed at County Road 81 and Elginfield Road in 2021. New studies are ongoing for traffic safety at intersections and the County continues to monitor;
- There are three woodlots in the County where trees are being removed. Trees are being replanted at these locations to compensate for the removal of the existing trees.

**13. OTHER BUSINESS**

**14. BY-LAWS**

**Resolution # 2021-064**

**Moved by:** Councillor Aerts

**Seconded by:** Councillor Scott

THAT By-law 2020-054 and By-law 2021-013 through to By-law 2021-017, save and except By-law 2021-016, be adopted as printed.

**CARRIED**

- 14.1 2020-054 Being a by-law to provide a drainage works to be known as the Pfister Municipal Drain**
- 14.2 2021-013 Being a by-law to appoint Municipal By-law Enforcement Officers for the Municipality of Middlesex Centre**
- 14.3 2021-014 Being a by-law to appoint a building inspector for the Municipality of Middlesex Centre - Josh Ransome**
- 14.4 2021-015 Being a by-law to approve and ratify a Vacant Land Condominium Agreement between 1960634 Ontario Inc., the “Subdivider” and the Municipality of Middlesex Centre as the “Municipality”**
- 14.5 2021-017 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 17, 2021**

**15. ADJOURNMENT**

**Resolution # 2021-065**

**Moved by:** Deputy Mayor Brennan

**Seconded by:** Councillor Heffernan

THAT the Council for the Municipality of Middlesex Centre adjourns the February 17, 2021 Council meeting at 7:11 p.m.

**CARRIED**

---

Aina DeViet, Mayor

---

James Hutson, Municipal Clerk