



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

**March 10, 2021, 9:30 a.m.**  
**Electronic Emergency Council Meeting**

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

**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 Anderson - Drainage Superintendent  
Andrew Giesen - Transportation Manager

**1. CALL TO ORDER**

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

**2. OATH OF OFFICE - OFFICE OF THE WARD 4 COUNCILLOR**

The Municipal Clerk administers the Oath of Office to Councillor Sue Cates for the Office of the Ward 4 Councillor.

**3. ADDITIONS TO THE AGENDA**

There are no additions to the March 10, 2021 Council meeting agenda.

**4. DISCLOSURE OF PECUNIARY INTEREST**

There are no disclosures of pecuniary interest declared by members of Council for the March 10, 2021 Council meeting agenda items.

**5. DELEGATIONS, PRESENTATIONS AND PETITIONS**

**5.1 Presentation from GM Blue Plan regarding Komoka Drainage Works Union Ave Branch**

Brad Bunke is in attendance on behalf of GM Blue Plan to provide an update regarding the Komoka Drainage Works Union Ave Branch.

**5.2 Presentation from Patti Kemp regarding Climate Change**

Patti Kemp is in attendance to provide a presentation regarding climate change initiatives.

**5.3 Bear Creek Drain Branch 4 Consideration of Engineer's Report**

Mike Devos of Spriet Associates is in attendance to provide an overview of the Engineer's Report for the Bear Creek Drain Branch 4.

**Resolution # 2021-066**

**Moved by:** Councillor Shipley

**Seconded by:** Councillor Heffernan

THAT the Council for the Municipality of Middlesex Centre receives the Bear Creek Drain - Branch 4 Report from Mike DeVos of Spriet Associates dated October 29, 2020 and authorizes that the project proceed;

AND THAT the Court of Revision will meet on April 14, 2021;

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

**CARRIED**

**5.4 Rieg Municipal Drain Consideration of Engineer's Report**

Mike Devos of Spriet Associates is in attendance to provide an overview of the Engineer's Report for the Rieg Municipal Drain.

**Resolution # 2021-067**

**Moved by:** Deputy Mayor Brennan

**Seconded by:** Councillor Scott

THAT the Council for the Municipality of Middlesex Centre receives the Rieg Drain - Branch A Report from Mike DeVos of Spriet Associates dated October 22, 2020 and authorizes that the project proceed;

AND THAT the Court of Revision will meet on April 14, 2021;

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

**CARRIED**

**6. ADOPTION OF THE MINUTES**

**6.1 Minutes of the February 17, 2021 Council Meeting**

**Resolution # 2021-068**

**Moved by:** Councillor Scott

**Seconded by:** Councillor Heffernan

THAT the minutes of the Middlesex Centre Council meeting held on February 17, 2021 be adopted as printed.

**CARRIED**

**7. CONSENT AGENDA**

**Resolution # 2021-069**

**Moved by:** Councillor Aerts

**Seconded by:** Councillor Scott

THAT Items 7.1 through to 7.7 listed under the heading of Consent Agenda for March 10, 2021 be adopted as recommended.

**CARRIED**

**7.1 2020 Building Division – Year End Summary**

**Resolution # Moved by:**

THAT the 2020 Building Division –Year End Summary Report BLD-02-2021 be received for information.

**7.2 2020 By-law Enforcement Year End Summary**

**Resolution # Moved by:**

THAT the 2020 By-law Enforcement Year End Summary Report BLD-03-2021 be received for information.

**7.3 Summary of Middlesex County Annual Accessibility Report for 2020**

**Resolution # Moved by:**

THAT Report CLK-06-2021 re: Summary of Middlesex County Annual Accessibility Report for 2020 be received for information.

**7.4 Budget to Actual February 2021**

**Resolution # Moved by:**

THAT the Budget to Actual Report CPS-09-2021 for February 2021 be received for information.

**7.5 Annual Repayment Limit 2021**

**Resolution # Moved by:**

THAT the annual repayment limit 2021 Report CPS-09-2021 be received for information.

**7.6 Council Remuneration Report 2020**

**Resolution # Moved by:**

THAT the Report CPS-10-2021 regarding 2020 Council remuneration be received for information.

**7.7 Central Garage Tower Agreement**

**Resolution # Moved by:**

THAT Report PWE 07-2021, re: Central Garage Tower Agreement be received;

AND THAT Council approve the Central Garage Tower Agreement with the County of Middlesex;

AND FURTHER THAT Staff be directed to prepare a by-law to authorize approval of agreements appended to Report PWE 07-2021.

**8. STAFF REPORTS**

**8.1 Municipal Modernization Program Review**

**Resolution # 2021-070**

**Moved by:** Councillor Sue Cates

**Seconded by:** Councillor Scott

THAT Report CAO-04-2021, re: Municipal Modernization Program be received;

AND THAT the CAO and Treasurer be delegated authority to continue with the implementation of program and system updates that will be funded through the Municipal Modernization Program.

**CARRIED**

**8.2 2021 Tax Policies**

**Resolution # 2021-071**

**Moved by:** Councillor Shipley

**Seconded by:** Councillor Heffernan

THAT Report CPS-07-2021 regarding 2021 Tax Policies be received for information.

**CARRIED**

**8.3 Procedure for the Review of On-Farm Wedding Venue Liquor Licence Applications**

**Resolution # 2021-072**

**Moved by:** Deputy Mayor Brennan

**Seconded by:** Councillor Shipley

THAT Report CLK-08-2021 re: Procedure for the Review of On-Farm Wedding Venue Liquor Licence Applications be received;

AND THAT Council endorse the Procedure for the Review of On-Farm Wedding Venue Liquor Licence Applications attached hereto as Appendix A1;

AND FURTHER THAT Council endorse a fee in the amount of \$50.00 per submission for the review of Municipal Information Form requests and to provide the related agency correspondence.

**CARRIED**

**8.4 Request for Surplus Lands Resolution for a Municipally Owned Property**

**Resolution # 2021-073**

**Moved by:** Councillor Scott

**Seconded by:** Councillor Aerts

THAT Report CLK-07-2021 re: Request for Surplus Lands Resolution for a Municipally Owned Property be received;

AND THAT Council directs staff to proceed with the sale of property identified as Concession 3 Pt Lot 7 RP 33R7333 Part 2 located in the Municipality of Middlesex Centre which is deemed surplus to municipal needs;

AND FURTHER THAT staff be directed to proceed with disposal of the subject lands in accordance with By-law 2012-043 by providing notice to

all the abutting land owners and proceed to execute the sale of property subject to the satisfaction of the municipal solicitor.

**CARRIED**

**8.5 Community Services Youth Advisory Committee**

**Resolution # 2021-074**

**Moved by:** Deputy Mayor Brennan

**Seconded by:** Councillor Heffernan

THAT the creation of a Youth Advisory Committee of Council be approved;

AND THAT the Terms of Reference for the committee, as appended to Report CMS-03-2021 be approved;

AND THAT Council select a council representative to sit on the committee;

AND FURTHER THAT staff be directed to move forward with seeking nominations from local youth to fill vacant seats.

**CARRIED**

**8.6 Building Inspection Service Agreements with the Municipalities of North Middlesex, Adelaide Metcalfe and Southwest Middlesex**

**Resolution # 2021-075**

**Moved by:** Councillor Heffernan

**Seconded by:** Councillor Shipley

THAT Report BLD-01-2021 regarding Building Inspection Service agreements with the Municipalities of Adelaide Metcalfe, North Middlesex and Southwest Middlesex be received;

AND THAT Council approve the service agreements for the provision of building inspection services with the Municipalities of Adelaide Metcalfe, North Middlesex and Southwest Middlesex;

AND FURTHER THAT Staff be directed to prepare by-laws to authorize approval of agreements appended to Report BLD-01-2021.

**CARRIED**

**9. CORRESPONDENCE**

**Resolution # 2021-076**

**Moved by:** Councillor Scott

**Seconded by:** Deputy Mayor Brennan

THAT the Correspondence Items listed on the February 3, 2021 Council Agenda be received for information.

**CARRIED**

- 9.1 Ark Aid Street Mission and the WISH Coalition - Middlesex Centre Thank-you**
- 9.2 Middlesex Centre Archives - Resilient Communities Fund Media Release**
- 9.3 OMAFRA - Home-Based Food Businesses**
- 9.4 Notice of Study Commencement - Highway 402 Longwoods Road to Colonel Talbot Road**
- 9.5 Kettle Creek Conservation Authority - 2020 Annual Report and Financial Statements**
- 9.6 AMCTO - An Open Letter to Ontario Municipal Councils**

**10. COUNTY COUNCIL UPDATE**

Deputy Mayor Brennan provided the following updates from Middlesex County Council held on March 9, 2021:

- A budget meeting was held to review the 2021 Budget Summary in detail and a presentation was provided by Cindy Howard, General Manager of Finance and Community Services. Deputy Mayor Brennan notes that a 1.7% increase is being considered for the County;
- It was noted that recovery funding for COVID in 2021 will be approximately 760,000;
- The following County departments achieved a surplus in 2020: Administration at \$97,000.00, Economic Development at \$45,000.00 and Transportation at \$494,000.00;
- The Library is receiving \$355,000.00 in funding for modernization purposes;
- 1.4 million was drawn from the tax stabilization reserves to be applied to the 2021 budget;
- The total taxation requirement is approximately \$45,975,000.00 dollars which equates to a \$6.65.00 increase per \$100,000.00 of assessment on a property;
- An update was provided regarding the ongoing activities of the Women's Caucus of Middlesex County;
- A Municipal Access Agreement was approved with Telus Communications;

- Committee of the Whole received the MLPA 2021 Response Time Performance Plan Compliance report;
- Ministry of Health and Long-Term Care Funding will continue in 2021 for the Community Paramedicine program;
- A Contract for Food Services Management with Strathmere Lodge was renewed;
- A Consulting Services Agreement with Oneida Nation of the Thames was approved;
- The Municipal Modernization Program allocation report was received;
- Warden Burghardt-Jesson was appointed as the Middlesex Representative to the Western Ontario Health Team for the remainder of the term of Council;
- An agreement with Middlesex Centre was approved for the continued use of Radio Tower Agreement;
- A Quotation for Roadside Weedspraying was received.

For minutes of this meeting, please visit <https://middlesex.ca/local-government/meeting-dates-and-agendas>.

## **11. CLOSED SESSION**

### **Resolution # 2021-077**

**Moved by:** Councillor Heffernan

**Seconded by:** Councillor Scott

THAT the Council for the Municipality of Middlesex Centre adjourn to closed session at 11:47 a.m. pursuant to Section 239 (2) of the Municipal Act, 2001, as amended to discuss the following matters:

Section 239 (2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**CARRIED**

### **11.1 CALL TO ORDER**

### **11.2 DISCLOSURE OF PECUNIARY INTEREST**

### **11.3 ADOPTION OF MINUTES**

11.3.1 February 17, 2021 Closed Minutes

### **11.4 CLOSED SESSION ITEMS**

11.4.1 Grant Submission Update



## **11.5 ADJOURNMENT**

Council rose from closed session at 12:10 p.m.

## **12. OTHER BUSINESS**

## **13. BY-LAWS**

**Resolution # 2021-080**

**Moved by:** Councillor Scott

**Seconded by:** Deputy Mayor Brennan

THAT By-law 2021-018 through to By-law 2021-022 be adopted as printed.

**CARRIED**

**13.1 2021-018 Being a by-law to approve and ratify an Agreement for associated radio equipment located adjacent to the tower in the Middlesex County Central Garage, located at Lot 32, Concession III, Middlesex Centre**

**13.2 2021-019 Being a by-law to approve and ratify a Section 158 Agreement between Kilworth Heights West and the Municipality of Middlesex Centre**

**13.3 2021-020 Being a by-law to approve and ratify a Section 158 Agreement between 1960634 Ontario Inc. and the Municipality of Middlesex Centre**

**13.4 2021-021 Being a by-law approving and ratifying a Severance and Development Agreement between Derek Stephen Sloan and Kelly Ann Sloan and the Municipality of Middlesex Centre**

**13.5 2021-022 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 March 10, 2021**

## **14. ADJOURNMENT**

**Resolution # 2021-081**

**Moved by:** Councillor Aerts

**Seconded by:** Councillor Sue Cates

THAT the Council for the Municipality of Middlesex Centre adjourns the March 10, 2021 Council meeting at 12:41 p.m.

**CARRIED**

Aina DeViet, Mayor

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James Hutson, Municipal Clerk