

Council Minutes

The Corporation of Norfolk County

July 22, 2025

1:00 p.m.

Council Chambers

Norfolk County Administration Building

50 Colborne St. S., Simcoe ON

Members Present: D. Brunton, M. Columbus, A. Duthie, K. Huffman,
T. Masschaele, L. Vandendriessche, C. Van Paassen, A. Veri

Members Absent: Mayor A. Martin

Staff Present: B. Cridland, General Manager of Community and Development Services, A. Grice, General Manager of Public Works, A. Meneses, Chief Administrative Officer, T. Rodrigues, Deputy Clerk, H. VanDyk, General Manager, Corporate Services, A. Fanning, Treasurer/Director of Finance, K. VandenBulck, Legislative and Privacy Coordinator, L. Castles, Committee Coordinator, W. Tigert, County Clerk, B. Nolan, Administrator, Norview Lodge, S. Page, General Manager of Emergency Services, D. Lambert, Director of Engineering, D. Macaulay, Payables and Cash Management Analyst, K. Wharton, Planner, F. Serra, Planner, B. Wynnyckyj, Director of Planning, K. Lambrecht, Realty Services Specialist, B. Davis, Acting Director of Social Services and Housing, A. Vesprini

William Tigert, County Clerk, opened the meeting to note that both the Mayor and Deputy Mayor were absent. According to the procedural bylaw, Council waited 15 minutes.

Resolution No. C-151

Moved By: Councillor Van Paassen

Seconded By: Councillor Masschaele

That Council appoint Councillor Veri as chair for this regular Council meeting.

Carried.

1. Indigenous Acknowledgement / Ceremonial Activities

Chair Veri, read the Indigenous Acknowledgement.

“The Municipality of Norfolk County is committed to furthering Truth and Reconciliation in our communities. We recognize the historical and current contributions of Indigenous Peoples throughout Canada, and particularly in Norfolk County, that have added to the rich cultural and social fabric that exists here today. We will strive to continually strengthen and develop the spirit of respect, cooperation and collaboration to the mutual benefit of all Norfolk County residents.”

2. Approval of Agenda/Changes to the Agenda

Resolution No. C-152

Moved By: Councillor Columbus

Seconded By: Councillor Brunton

That Council waive the procedural by-law to allow for a time sensitive motion to be heard.

Having received 2/3 majority, the motion is

Carried.

Resolution No. C-153

Moved By: Councillor Van Paassen

Seconded By: Councillor Columbus

That the agenda be approved as amended.

Carried.

3. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest

4. Early Closed Session

There was no early closed session.

5. Consent Items

There were no consent items.

6. Communications

Resolution No. C-154

Moved By: Councillor Van Paassen

Seconded By: Councillor Masschaele

That Council directs staff to send a letter of support for the Township of Otonabee-South Monaghan regarding Bill C-2.

Carried.

Resolution No. C-155

Moved By: Councillor Columbus

Seconded By: Councillor Vandendriessche

That the following Communication Item be received as information:

- Letter from Trevor Jones, Minister of Agriculture, Food and Agribusiness
- Resolution Passed by the Township of Otonabee-South Monaghan

Carried.

7. Deputations

7.1 Paula Johgerden Re: Agenda Item 8.2.1 Next Steps – Forestry Farm Road Gas Well, CDS-25-006

Paula Johgerden, presented her deputation.

Resolution No. C-156

Moved By: Councillor Vandendriessche

Seconded By: Councillor Brunton

That the deputation be received as information.

Carried.

8. Presentations

8.1 Delhi Dog Park Cheque

Brent Stefan, Delhi Kin Club, presented the cheque to Norfolk County Council, and responded to questions.

Resolution No. C-157

Moved By: Councillor Brunton

Seconded By: Councillor Van Paassen

That the presentation be received as information.

Carried.

8.2 Forestry Farm Gas Well

Steward Hamilton, Montrose, presented with the aid of a slide deck and responded to questions.

Resolution No. C-158

Moved By: Councillor Van Paassen

Seconded By: Councillor Vandendriessche

That Council waive the procedural by-law to allow the presentation to go over the time limit of 10 minutes.

Having received 2/3 majority, that motion was

Carried.

Resolution No. C-159

Moved By: Councillor Brunton

Seconded By: Councillor Masschaele

That the presentation be received as information.

Carried.

8.2.1 Next Steps - Forestry Farm Road Gas Well, CDS-25-006

Bill Cridland, General Manager of Community and Development Services, presented the report and responded to questions.

Al Meneses, Chief Administrative Officer, presented the report and responded to questions.

Steward Hamilton, Montrose, responded to questions.

Resolution No. C-160

Moved By: Councillor Van Paassen

Seconded By: Councillor Vandendriessche

That Staff Report CDS-25-006, Next Steps-Forestry Farm Road Gas Well be accepted as information; and,

That Norfolk requests that the Province coordinates an update meeting with local interested residents; and

That Norfolk requests the Province to arrange for a multi-Ministerial meeting to advocate for a Provincially funded and managed action plan to address the concerns at the Forestry Farm Road Gas Well site.

Carried.

Council recessed at 2:14 p.m.

Council reconvened at 2:28 p.m.

Deputy Mayor Duthie joined the meeting at 2:28 p.m. and assumed the Chair.

9. Approval of Minutes

Resolution No. C-161

Moved By: Councillor Masschaele

Seconded By: Councillor Brunton

That the following minutes be approved as presented:

- Council Meeting Minutes - June 24, 2025

Carried.

10. Reports of Committees of the Whole

Councillor Van Paassen pulled agenda item 10.2 Council-In-Committee minutes from July 8th, 2025, item 8.5.4 the Whistleblower, Waste and Fraud Hotline for discussion.

Al Meneses, Chief Administrative Officer, responded to questions.

Resolution No. C-162

Moved By: Councillor Van Paassen

Seconded By: Councillor Vandendriessche

Councillor Columbus requested a recorded vote on the resolution.

That Council now rescind the committee recommendation that was approved for piloting the internal Whistleblower, Waste and Fraud Hotline as passed at the July 8, 2025, Council-In-Committee meeting.

Yeas: (4): Councillor Brunton, Councillor Columbus, Councillor Vandendriessche, and Councillor Van Paassen

Nay (4): Councillor Duthie, Councillor Huffman, Councillor Masschaele, and Councillor Veri

Tied Vote Motion Defeated

Resolution No. C-163

Moved By: Councillor Huffman

Seconded By: Councillor Masschaele

That the Council-In-Committee minutes be approved as presented

Tied Vote Motion Defeated

Resolution No. C-164

Moved By: Councillor Masschaele

Seconded By: Councillor Vandendriessche

That Council defer agenda item 8.5.4 from July 8, 2025, Council-In-Committee meeting back to Council at a future meeting.

Carried.

Resolution No. C-165

Moved By: Councillor Vandendriessche

Seconded By: Councillor Veri

That the following minutes be approved as presented excluding Council-In-Committee agenda item 8.5.4 the Whistleblower, Waste and Fraud Hotline Report.

- Public Hearing Committee Minutes - July 3, 2025
- Council-in-Committee Meeting Minutes - July 8, 2025

Carried.

Councillor Huffman left the meeting at 3:00 p.m.

11. Reports of Advisory Committees

Councillor Brunton, pulled item 11.1 Simcoe BIA Meeting Minutes - May 14, 2025, for discussion.

Bill Cridland, General Manager of Community and Development Services, responded to questions.

Amy Fanning, Treasurer /Director of Finance, responded to questions.

Resolution No. C-166

Moved By: Councillor Brunton

Seconded By: Councillor Veri

That the 2025 Operating Budget for the Simcoe BIA be amended to include an additional \$75,000 in funds from the BIA reserve fund to accommodate a digital sign, a street wide banner and the purchase, relocation, and planting of additional planters in the BIA area as noted in the BIA Board of Management minutes of May 14, 2025;

That any funds not spent in 2025 be returned to the reserve fund.

Carried.

Resolution No. C-167

Moved By: Councillor Masschaele

Seconded By: Councillor Columbus

That the following minutes of the advisory committees and local boards be received as information:

- Simcoe BIA Meeting Minutes - May 14, 2025
- Grand River Conservation Authority Meeting Minutes - June 27, 2025
- Long Point Region Conservation Authority Meeting Minutes - June 4, 2025
- Long Point Region Conservation Authority - Hearing - Meeting Minutes - June 4, 2025
- Simcoe BIA Meeting Minutes - June 11, 2025
- Norfolk Agricultural Advisory Committee Meeting Minutes - May 14, 2025
- Sustainability Advisory Committee Meeting Minutes - January 24, 2025
- Heritage Advisory Committee Meeting Minutes - June 23, 2025
- Economic Development Advisory Committee Meeting Minutes - May 21, 2025
- Heritage Advisory Committee Draft Meeting Minutes - July 14, 2025

Carried.

12. Staff Reports/Discussion Items

12.1 Corporate Services Division

12.1.1 December 31, 2024, Investment Update and Policy Revision, CS-25-089

Duncan Macaulay, Payables & Cash Management Analyst, presented the report.

Resolution No. C-168

Moved By: Councillor Brunton

Seconded By: Councillor Vandendriessche

That Report CS-25-089 December 31, 2024, Investment Update and Policy Revision be received as information; and

That Policy FS 23- Corporate Investment Policy be repealed and replaced with Policy GP-33 Corporate Investment Policy, effective immediately.

Carried.

12.1.2 Summary of Recent Operating Surpluses and Debt Avoidance - CS-25-111

Amy Fanning, Treasurer /Director of Finance, presented the report.

Resolution No. C-169

Moved By: Councillor Veri

Seconded By: Councillor Vandendriessche

That the Information Memo regarding the Summary of Recent Operating Surpluses and Debt Avoidance be received as information.

Carried.

12.2 Public Works

There were no reports from Public Works.

12.3 Community and Development Services

12.3.1 Bid Award – Canoe Purchasing Cooperative purchase of two (2) 2025 Class 6 Trucks Budget Amendment, CDS-25-013

Bill Cridland, General Manager of Community and Development Services, presented the report.

Resolution No. C-170

Moved By: Councillor Vandendriessche

Seconded By: Councillor Van Paassen

That Staff Report CDS-25-013 Bid Award – Canoe Purchasing Cooperative purchase of two (2) 2025 Class 6 trucks be received as information; and

And That the General Manager, Community and Development Services be authorized to execute a contract with Alamo Group for

Cooperative Bid for Supply and Delivery of Two (2) 2025 Class 6 Trucks in the amount of \$247,856 (excluding HST).

Further That the Approved Capital Budgets for Project 5432310 and Project 5432311 be amended (increased) by \$11,000 each, to a total allocation of \$254,000 (rounded, incl. net HST), with funding to be provided from the Fleet Reserve.

Carried.

12.3.2 Development Application ZNPL2025219 - Gardens of Delhi, CDS-25-014

Bohdan Wynnyckyj, Director of Planning, introduced the report.

Fabian Serra, Planner, presented the report.

Resolution No. C-171

Moved By: Councillor Vandendriessche

Seconded By: Councillor Columbus

That application ZNPL2025219, affecting the lands described PLAN 189 PT LOTS 1 AND 4 PT, BLKS 26 AND 42 RP 37R9055 PT, PART 1, PLAN 189 PT LOTS 1 AND 4 PT, BLKS 26 AND 42 RP 37R9055 PT, PART 1, Norfolk County, to amend the Norfolk County Zoning By-Law from Open Space (OS)(H) to Urban Residential Type (R1-B)(H) and (R4)(H) with amended Special Provision 14.1045, be approved, as shown in Attachment C to Report CD-25-014.

Further that all public input received for this application was considered as part of the decision, as outlined in staff report CD-25-014.

Carried.

12.3.3 Development application ZNPL2025134 to amend the Zoning By-law for 310 10th Concession Road, Geographic Township of North Walsingham, CDS-25-022

Kendall Wharton, Planner, presented the report.

Resolution No. C-172

Moved By: Councillor Vandendriessche

Seconded By: Councillor Van Paassen

That application ZNPL2025134, affecting the lands described as North Walsingham Concession 9 Part Lot 4 & 5, Norfolk County, to amend the Norfolk County Official Plan from Agricultural (A) to Agricultural with a Special Provision to permit an accessory building with an increased total usable floor area, be approved; and

Further that all public input received for this application was considered as part of the decision, as outlined in staff report CDS-25-021.

Carried.

12.3.4 Request for Closure and Conveyance of Part of Old Church Street, Lynedoch - CDS-25-012

Karen Lambrecht, Realty Services Specialist, presented the report.

Darnell Lambert, Director of Engineering, responded to questions.

Resolution No. C-173

Moved By: Councillor Van Paassen

Seconded By: Councillor Brunton

That Report CDS-25-012, Request for Closure and Conveyance of Part of Old Church Street, Lynedoch, be received as information;

That a portion of Old Church Street, Lynedoch, being Part 1 on Plan 37R-7352, be declared surplus to municipal needs and approved for closure and conveyance to Miles Anthony Dobias and Cassandra Victoria Dobias at the \$2.00 per square foot valuation;

That the applicants be responsible for all costs associated with the process for closure and conveyance of the portion of Old Church Street, Lynedoch, being Part 1 on Plan 37R-7352, as set out in this report;

That the net sale proceeds from this closure and conveyance be recorded as revenue in the current year's operating budget, with the net sale proceeds to be transferred to the Land Reserve.

That the Mayor and Clerk be authorized to execute the Agreement of Purchase and Sale and all other documents deemed necessary to complete the transaction with respect to the sale of the County owned street;

And that the Mayor and the Clerk be authorized to sign any necessary Cost Sharing and/or Mutual Drain Agreements associated with the conditions of this land conveyance as recommended by the Director of Engineering and as agreed to by the parties to those agreements, with same being registered on title post execution as appropriate.

Carried.

12.3.5 Application ZNPL2025156 - 676 Gibraltar Street, CD-25-068

Bohdan Wynnyckyj, Director of Planning, presented the report.

Resolution No. C-174

Moved By: Councillor Columbus

Seconded By: Councillor Masschaele

That application ZNPL2025156 affecting the lands described as PT LT 38-39, LT 41-43 PI 216, Norfolk County, to amend the Norfolk County Zoning By-Law 1-Z-2014 from Urban Residential Type 2 Zone (R2) to Urban Residential Type 5 Zone (R5) with special provision 14.1077, be approved.

Further that all public input received for this application ZNPL2025156 as part of the decision, as outlined in staff report CD-25-068 was considered.

Carried.

12.4 Emergency and Social Services

12.4.1 Haldimand Norfolk Housing Corporation – Gibraltar Street Project Update, ESS-25-001

Sarah Page, General Manager of Emergency and Social Services, introduced the report.

Amy Vesprini, Supervisor, Financial Planning and Reporting, presented the report.

Resolution No. C-175

Moved By: Councillor Brunton

Seconded By: Councillor Columbus

That Report ESS-25-001 be received as information;

And that Council approve the updated plan for the Haldimand Norfolk Housing Corporation Delhi (Gibraltar Street) housing project, including increased housing unit total to twenty-five (25) and a community partnership with Norfolk Association for Community Living;

And further that Council permit Haldimand Norfolk Housing Corporation to use proceeds from previous sales of legacy assets to fund predevelopment and preconstruction needs, including final design development, Class B report and additional supports, in order to submit CMHC funding application prior to September 30, 2025, and aligned with project timelines, with an upset total limit of \$845,000;

And further that Council authorize the Treasurer / Director, Finance to approve submission of application to CMHC with a Norfolk County contribution to the project of \$1.0 million dollars plus building permit fees.

Carried.

12.4.2 Service Manager Final Approval of the Ramsey Drive Project, ESS-25-002

Brian Davis, Acting Director of Social Services and Housing, presented the report.

Resolution No. C-176

Moved By: Councillor Vandendriessche

Seconded By: Councillor Masschaele

That Staff Report ESS-25-002, Service Manager Final Approval of the Ramsey Drive Project, be received as information;

And that Norfolk County provides final consent, in its role as “Consolidated Service Manager” for Haldimand and Norfolk Counties, for the full construction of the Ramsey Drive Project to proceed immediately;

And further that the Director of Social Services & Housing be authorized to provide this consent, on behalf of Council, to Haldimand County and the Haldimand Norfolk Housing Corporation.

Carried.

12.5 Office of the Chief Administrative Officer

There were no reports from the Office of the Chief Administrative

13. By-Laws

Resolution No. C-177

Moved By: Councillor Columbus

Seconded By: Councillor Veri

That By-laws 2025-42 and 2025-44 to 2025-50 consecutively be read a first, second and third time and finally passed in Open Council.

- By-Law 2025-42 - Being a By-Law to amend By-Law 2023-74 to Appoint a Risk Management Official and Risk Management Inspectors for the Purpose of the Clean Water Act, 2006.
- By-Law 2025-44 - Being a By-law to authorize Policy GP-29 - Debt Management Policy
- By-Law 2025-45 - Being a By-Law to amend Zoning By-Law 1-Z-2014, as amended, for property described as Plan 216, Part Lot 41, Part Lot 42, Norfolk County, municipally known as 676 Gibraltar Street
- By-Law 2025-46 - Being a By-law to Adopt Amendment Number 166 to the Norfolk County Official Plan in respect of lands described as Plan 182,

Block 83, Part Lot E, Part Crystal Lake, 37R180 Part 2&5; Plan 182, Block 88, Part Lot 7; Plan 182, Block 124A

- By-Law 2025-47 - Being a By-Law to Amend Zoning By-law 1-Z-2014, as amended, for property described as Plan 182, Block 83, Part Lot E, Part Crystal lake, 37R180 part 2&5; Plan 182, Block 88, Part Lot 7; Plan 182, Block 124A, Lot 1, Closed Part Water
- By-Law 2025-48 - Being a By-Law to Amend Zoning By-Law 1-Z-2014, as amended, for the property described as North Walsingham Concession 9 Part Lot 4 &5, Norfolk County, municipally known as 310 10th Concession Road
- By-Law 2025-49 -p Being a By-law to Designate Lands Within Part Lot 2, Block 97, Plan 182, Part 2, 37R11776; Norfolk County, in the Name of Principal Properties Incorporated, Exempt From Part Lot Control.
- By-Law 2025-50 - Being a By-law to Amend Zoning By-law 1-Z-2014, as amended, for property described as Plan 189, Part Lots 1 and 4, Part Blocks 26 and 42, RP 37R-9055 Part 1, Urban Area of Delhi, Norfolk County

Carried.

14. Motions

14.1 Councillor Veri - Nelson St and Maple Boulevard

Councillor Veri presented his motion.

Resolution No. C-178

Moved By: Councillor Veri

Seconded By: Councillor Masschaele

WHEREAS a petition from local residents previously. 2021-2022, led Council to direct staff to install an all-way stop at the intersection of Nelson Street West and Maple Boulevard in Port Dover, despite the stop not meeting technical warrants;

AND WHEREAS since the installation, concerns have been raised by area residents regarding non-compliance with the stop signs.

THEREFORE, BE IT RESOLVED THAT Council direct staff to review the current intersection controls at Nelson Street West and Maple Boulevard,

and the traffic measures in the vicinity, including an assessment of applicable traffic control warrants that are considerate of the areas vehicular and pedestrian demands;

AND FURTHER THAT staff report back with recommendations on whether the all-way stop should be modified, removed, or replaced with other traffic control measures.

Carried.

15. Notices of Motion

15.1 Councillor Van Paassen - Joint MOU with LPBR

Councillor Van Paassen presented his motion.

Resolution No. C-179

Moved By: Councillor Brunton

Seconded By: Councillor Columbus

That Council wave the procedural by-law to allow the notice of motion to be heard as a motion.

Having received 2/3 majority the motion was

Carried.

Resolution No. C-180

Moved By: Councillor Van Paassen

Seconded By: Councillor Masschaele

That Council direct staff to investigate a jointly developed MOU between the Long Point Biosphere Reserve and Norfolk County and return with a report to council.

Carried.

16. Other Business

Councillor Columbus, introduced his motion.

John Regan, Director of Economic Development, presented the motion.

Resolution No. C-181

Moved By: Councillor Columbus

Seconded By: Councillor Vandendriessche

WHEREAS the Government of Ontario has launched the Trade Impacted Communities Program (TICP) under the Ontario Trade and Investment Corporation (OTIC) to support communities facing challenges resulting from global economic shifts, including trade disruptions, investment losses, and sectoral change;

AND WHEREAS Norfolk County's economy is deeply rooted in agriculture and the agri-food sector, which represent a vital source of employment, innovation, and economic growth in the region;

THAT Norfolk County Council authorize staff to apply to the Ontario Trade Impacted Communities Program (TICP) for both Stream 1 – Economic Development Planning and Implementation and Stream 2 – Infrastructure Investment;

AND THAT applications be developed in alignment with Norfolk County's 2022–2027 Economic Development Strategy, with a focus on agriculture business development;

AND THAT staff engage regional partners as required under the program, recognizing that Stream 1 encourages collaboration and Stream 2 requires it;

AND THAT staff report back with more detailed project information and partner participation at the September 2025 Council-in-Committee meeting.

Carried.

17. General Announcements

18. Closed Session

Resolution No. C-182

Moved By: Councillor Masschaele

Seconded By: Councillor Veri

That Council enter closed session at 3:50 p.m. to discuss items pursuant to Section 239 (2) (c) and (k) of the Municipal Act, 2001 as amended as the subject matter pertains:

(c) a proposed or pending acquisition or disposition of land by the municipality or local board; and

(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. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

Carried.

Resolution No. C-183

Moved By: Councillor Vandendriessche

Seconded By: Councillor Van Paassen

That Council reconvene in open session at 4:34 p.m.

Carried.

Resolution No. C-184

Moved By: Councillor Van Paassen

Seconded By: Councillor Brunton

That the following closed session items be received as information and that Council provided direction to staff.

18.1 Lease Negotiations for County Administrative Requirements

18.2 Verbal Update - Property Matter - Ward 3

Carried.

19. Confirming By-Law

Resolution No. C-185

Moved By: Councillor Vandendriessche

Seconded By: Councillor Columbus

That By-Law 2025-51 being a By-law to confirm the proceedings of the Council of Norfolk County at this Regular Council Meeting held on the 22nd day of July 2025, be read a first, second and third time and finally passed in Open Council.

- By-Law 2025-51 - Being a By-Law to Confirm the Proceedings of the Council of Norfolk County at this Regular Council Meeting Held on the 22nd Day of July, 2025.

Carried.

20. Adjournment

Resolution No. C-186

Moved By: Councillor Masschaele

Seconded By: Councillor Columbus

That Council be adjourned at 4:35 pm.

Carried.

Deputy Mayor: A. Duthie

Clerk: W. Tigert

Chair: A. Veri