

## Council Minutes

### The Corporation of Norfolk County

September 23, 2025

1:00 p.m.

Council Chambers

Norfolk County Administration Building

50 Colborne St. S., Simcoe ON

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

Staff Present: B. Cridland, General Manager of Operations, H. VanDyk, Acting CAO, A. Fanning, Treasurer/Director, Financial Management and Planning, K. VandenBulck, Legislative and Privacy Coordinator, L. Castles, Committee Coordinator, W. Tigert, County Clerk, D. Lambert, Director of Engineering, B. Davis, Acting Director, Social Services and Housing, J. Mueller, Planner, A. Cull, Manager of Planning Services, K. Darbshire, Specialist, Realty Services

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#### 1. **Indigenous Acknowledgement / Ceremonial Activities**

Mayor Martin 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-187**

**Moved By:** Councillor Columbus

**Seconded By:** Councillor Vandendriessche

That the agenda be approved as amended to include the following:

- Correspondence from Gary De Bock Re: 711 Schafer Side Road
- Deputation from Eldon Darbyson Re: Agenda Item 12.1.3: 10 Highway 59 Delhi
- Deputation from John Spanjers Re: Agenda Item 12.1.4: Forestry Farm Gas Wells Update
- Deputation from Austin Sheers Re: Agenda Item 12.1.4: Forestry Farm Gas Wells Update
- Deputation from Paula Johgerden Re: Agenda Item 12.1.4: Forestry Farm Gas Wells Update

Having achieved a 2/3 vote the motion was

**Carried.**

### **Resolution No. C-188**

**Moved By:** Councillor Masschaele

**Seconded By:** Councillor Duthie

That the agenda be approved as amended.

**Carried.**

## 3. **Disclosure of Pecuniary Interest**

Councillor Duthie declared a conflict of interest with Agenda item 12.1.2 OPNPL2025228 and ZNPL2025226 - 295 Queensway West as per the Municipal Conflict of Interest Act, 1990, due to his employer working with the company within the last year.

## 4. **Early Closed Session**

There was no early closed session.

**5. Consent Items**

**Resolution No. C-189**

**Moved By:** Councillor Vandendriessche

**Seconded By:** Councillor Van Paassen

That the following consent item be received as information.

**5.1 Realty Services Information Memo - September 2025 - CDS-25-054**

That the Information Memo regarding the Property Sales and Acquisitions Update be received as information.

**Carried.**

**6. Communications**

**Resolution No. C-190**

**Moved By:** Councillor Huffman

**Seconded By:** Councillor Duthie

That the following communication item be received as information:

- Letter from the Honourable Stephen Crawford, Minister of Public and Business Service Delivery and Procurement
- Memorandum of Objection from Gary De Bock

**Carried.**

**7. Deputations**

**7.1 Eldon Darbyson re: Agenda Item 12.1.3 10 Highway 59, Delhi**

Gabriel Gasbarrini, property owner presented the deputation and responded to questions.

Darnell Lambert, Director of Engineering responded to questions.

Josh Mueller, Planner, responded to questions.

Alisha Cull, Manager of Planning Services, responded to questions.

**Resolution No. C-191**

**Moved By:** Councillor Veri

**Seconded By:** Councillor Huffman

That the deputation be received as information.

**Carried.**

**7.2 John Spanjers re: Agenda Item 12.1.4 Forestry Farm Gas Wells Update**

John Spanjers, presented his deputation.

**7.3 Austin Scheers re: Agenda Item 12.1.4 Forestry Farm Gas Wells Update**

Austin Scheers, presented his deputation.

**7.4 Paula Johgerden re: Agenda Item 12.1.4 Forestry Farm Gas Wells Update**

Paula Johgerden, presented her deputation.

**Resolution No. C-192**

**Moved By:** Councillor Brunton

**Seconded By:** Councillor Huffman

That the deputations of John Spanjers, Austin Scheers and Paula Johgerden be received as information.

**Carried.**

**8. Presentations**

There were no presentations.

**9. Approval of Minutes**

**Resolution No. C-193**

**Moved By:** Councillor Masschaele

**Seconded By:** Councillor Duthie

That the following minutes be approved as presented:

- Council Meeting Minutes - July 22, 2025

**Carried.**

**10. Reports of Committees of the Whole**

Amy Fanning, Treasurer /Director, Financial Management and Planning, responded to questions.

Heidy VanDyk, Acting CAO, responded to questions.

**Resolution No. C-194**

**Moved By:** Councillor Vandendriessche

**Seconded By:** Councillor Veri

That the Council-In-Committee September 9, 2025, Meeting Minutes be approved as presented with the exception of item 10.3 Council Remuneration Resolution number CIC-244.

**Carried.**

**Resolution No. C-195**

**Moved By:** Councillor Van Paassen

**Seconded By:** Councillor Columbus

That commencing December 1, 2026, the remuneration for Members of Council shall be established as follows:

1. The Mayor's annual remuneration shall be set at 50 percent of the annual salary of a Member of Parliament (MP), which at the current MP salary of \$209,800.00 equates to \$104,900.00.
2. The annual remuneration for each Councillor shall be set at 50 percent of the Mayor's salary, which at the above calculation equates to \$52,450.00.
3. These rates shall be automatically adjusted in accordance with any changes to the MP salary, from the first of April each year, and this methodology and calculation shall remain in effect until altered by a subsequent resolution of Council.

**Defeated.**

**Resolution No. C-196**

**Moved By:** Councillor Van Paassen

**Seconded By:** Councillor Duthie

That These rates shall be automatically adjusted annually in accordance with any changes to the MP salary, from the first of April each year, and this methodology and calculation shall remain in effect until altered by a subsequent resolution of Council.

**Carried.**

**Resolution No. C-197**

**Moved By:** Councillor Duthie

**Seconded By:** Councillor Vandendriessche

That Council receive report numbered CS-25-113, Revised Council Remuneration as information; and

That commencing December 1, 2026, the remuneration for Members of Council shall be established as follows:

1. The Mayor's annual remuneration shall be set at 75 percent of the annual salary of a Member of Provincial Parliament (MPP), which at the current MPP salary of \$157,350 equates to \$118,012.
2. The annual remuneration for each Councillor shall be set at 50 percent of the Mayor's salary, which at the above calculation equates to \$59,006.

**Recorded Vote:**

**Yeas:** Councillor Huffman, Councillor Veri, Councillor Duthie, Councillor Vandendriessche, Mayor Martin

**Nays:** Councillor Brunton, Councillor Masschaele, Councillor Van Paassen, Councillor Columbus

**Carried.**

**11. Reports of Advisory Committees**

Councillor Columbus pulled item 11.2 for discussion.

Councillor Masschaele pulled item 11.2 item 9.3 - article for glob and mail for discussion.

Amy Fanning, Treasurer /Director, Financial Management and Planning, responded to questions.

Heidy VanDyk, Acting CAO, responded to questions.

**Resolution No. C-198**

**Moved By:** Councillor Veri

**Seconded By:** Councillor Huffman

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

- Health and Social Services Advisory Committee Meeting Minutes - May 26, 2025
- Long Point Region Conservation Authority Meeting Minutes - July 2, 2025
- Simcoe BIA Meeting Minutes - July 9, 2025
- Simcoe BIA Meeting Minutes - Aug 13, 2025
- Economic Development Advisory Committee Meeting Minutes - July 16, 2025

**Carried.**

**Resolution No. C-199**

**Moved By:** Councillor Masschaele

**Seconded By:** Councillor Vandendriessche

That Agenda Item 11.2 Norfolk Agricultural Advisory Committee Meeting Minutes - July 9, 2025 be received as information and referred to budget.

**Carried.**

Council recessed at 2:26 p.m.

Council resumed at 2:41 p.m.

**Resolution No. C-200**

**Moved By:** Councillor Vandendriessche

**Seconded By:** Councillor Duthie

That the following minutes be approved as presented:

- Public Hearing Committee Minutes - September 3, 2025
- Public Hearing Committee Minutes - July 22, 2025

**Carried.**

**12. Staff Reports/Discussion Items**

**Resolution No. C-201**

**Moved By:** Councillor Huffman

**Seconded By:** Councillor Vandendriessche

To move Agenda Item 12.1.4 - Forestry Farm Gas Wells Update forward to be the first staff report.

Having achieved a 2/3 vote the motion was

**Carried.**

#### **12.1.4 Forestry Farm Gas Well Update, CDS-25-064**

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

##### **Resolution No. C-202**

**Moved By:** Councillor Vandendriessche

**Seconded By:** Councillor Columbus

That Council receive Staff Report CDS-25-064 Forestry Farm Gas Well (FFR) Update as information; and

That Council authorizes a single source supply as outlined in Norfolk County Purchasing Policy GP-028, Section 5.9.4 with Engineering firm AtkinsRealis - to provide expert advice to Norfolk County and the Province of Ontario in search of a permanent solution to the ongoing Forestry Farm gas well and area issues and complete the project management functions at the FFR site; and

That the General Manager, Community and Development Services be authorized to negotiate and execute a contract with AtkinsRealis; and

Further that the Treasurer/Director of Finance enter into a Provincial Transfer Payment Agreement with the MNR to cover the cost of hiring AtkinsRealis as well as any other associated costs.

**Carried.**

#### **12.1 Community and Development Services**

##### **12.1.1 ZNPL2025234 – 2148 Highway 3 Zoning By-law Amendment, CDS-25-039**

Alisha Cull, Manager of Planning Services, presented the report.

##### **Resolution No. C-203**

**Moved By:** Councillor Vandendriessche

**Seconded By:** Councillor Van Paassen

That application ZNPL2025234, affecting the lands described as WDM CON 14 PT LOT 23 RP 37R3879 PARTS 3 AND 4 REG, known municipally as 2148 Highway 3, Norfolk County, to amend the Norfolk County Zoning By-Law 1-Z-2014 from Agricultural (A) to Agricultural (A) with a special provision, be approved, as shown in Attachment A to Report CDS-25-039; and

Further that no public input was received and therefore was not considered as part of the decision, as outlined in staff report CDS-25-039.

**Carried.**

#### **12.1.2 OPNPL2025228 and ZNPL2025226 – 295 Queensway West, CDS-25-038**

Councillor Duthie declared a conflict of interest with this Agenda item 12.1.2 OPNPL2025228 and ZNPL2025226 - 295 Queensway West as per the Municipal Conflict of Interest Act, 1990, due to his employer working with the company within the last year. He left the room and did not partake in discussion or vote.

Alisha Cull, Manager of Planning Services, presented the report and responded to questions.

#### **Resolution No. C-204**

**Moved By:** Councillor Veri

**Seconded By:** Councillor Huffman

That application OPNPL2025228, affecting the lands described PL 182 BLK 11 LOT 24 BLK 12 LOTS 22 AND 23 BLK 22 LOTS 24 45 BLK 23 LOTS 22 TO 25 PT PINE ST PT SUTTON ST..NTE, known municipally as 295 Queensway West, Norfolk County, to amend the Norfolk County Official Plan site specific policy 7.11.3.2, be approved, as shown in Attachment A to Report CDS-25-038; and

That application ZNPL2025226, affecting the lands described as PL 182 BLK 11 LOT 24 BLK 12 LOTS 22 AND 23 BLK 22 LOTS 24 45 BLK 23 LOTS 22 TO 25 PT PINE ST PT SUTTON ST..NTE, known municipally as 295 Queensway West, Norfolk County, to amend the Norfolk County Zoning By-Law 1-Z-2014 special provision 14.630, be approved, as shown in Attachment B to Report CDS-25-038; and

Further that no public input was received and therefore was not considered as part of the decision, as outlined in staff report CDS-25-038.

**Carried.**

Councillor Duthie rejoined the meeting.

**12.1.3 Applications OPNPL2025127 and ZNPL2025034 to amend the Zoning By-law and Official Plan to change zoning and designation of 10 Highway 59, Delhi, CDS-25-056**

Josh Mueller, Planner presented the report and responded to questions.

Alisha Cull, Manager of Planning Services, responded to questions.

Darnell Lambert, Director of Engineering, responded to questions.

**Resolution No. C-205**

**Moved By:** Councillor Veri

**Seconded By:** Councillor Vandendriessche

That application OPNPL2025127 affecting the lands described MID CON NTR PT LOT 187 PT RD ALLOW RP 37R11418 PART 1 TO 5, Norfolk County, to Amend the Norfolk County Official Plan by changing the designation of a portion the subject lands from Commercial to Urban Residential, be approved, as shown in Attachment D to Report CDS-25-056; and

That application ZNPL2025034, affecting the lands described as MID CON NTR PT LOT 187 PT RD ALLOW RP 37R11418 PART 1 TO 5, Norfolk County, to amend the Norfolk County Zoning By-Law 1-Z-2014 from Development (D) Zone and Service Commercial (CS) Zone to Urban Residential Type 4 Zone (R4) with special provision 14.1095, be approved, as shown in Attachment E to Report CDS-25-056; and

Further that all public input received for this application was considered as part of the decision, as outlined in staff report CDS-25-056.

**Carried.**

**Resolution No. C-206**

**Moved By:** Councillor Vandendriessche

**Seconded By:** Councillor Columbus

That Council does not require internal sidewalks be required for applications OPNPL2025127 and ZNPL2025034 10 Highway 59, Delhi.

**Carried.**

**12.1.5 Request for Closure and Conveyance of Bay Street, Plan 436, now Livery Lane; Norfolk County, CDS-25-051**

Kelly Darbshire, Specialist, Realty Services, presented the report and responded to questions.

Heidy VanDyk, Acting CAO, responded to questions.

**Resolution No. C-207**

**Moved By:** Councillor Masschaele

**Seconded By:** Councillor Veri

That Report CS-25-051, Request for Closure and Conveyance of Bay Street, Plan 436, now Livery Lane; Norfolk County, be received as information;

And That Bay Street, Plan 436, now Livery Lane; Norfolk County, as set out in the report, be declared surplus to municipal needs, approved for closure and conveyance to 2610276 Ontario Inc., at a valuation of \$8.03 per square foot;

And That Council provide an exemption to Policy EBS-22: Permanent Road Allowances, Lanes and Alleys Closure to convey a road allowance leading to and abutting a body of water;

And That the property owner be responsible for all costs associated with the process for closure and conveyance of Bay Street, now Livery Lane, as set out in the report, including but not limited to, all relevant surveying costs, title searching costs, appraisal costs, advertising costs and all document registration costs;

And Further That the net proceeds from the sale of the subject property be recorded as revenue in the current year's operating

budget, with the net proceeds to be transferred to the Land Reserve.

**Carried.**

**12.2 Corporate Services Division**

There were no reports for Corporate Services.

**12.3 Emergency and Social Services**

There were no reports for Emergency and Social Services.

**12.4 Public Works**

There were no reports for Public Works.

**12.5 Office of the Chief Administrative Officer**

There were no reports for the Office of the Chief Administrative Officer.

**13. By-Laws**

**Resolution No. C-208**

**Moved By:** Councillor Vandendriessche

**Seconded By:** Councillor Veri

That By-Law 2025-27 being a By-law to Authorize the Mayor and Clerk to execute a Franchise Agreement between The Corporation of Norfolk County and Enbridge Gas Inc. be read a third and final time.

**Carried.**

**Resolution No. C-209**

**Moved By:** Councillor Veri

**Seconded By:** Councillor Huffman

That By-laws 2025-52 to 2025-53, 2025-56 to 2025-62 and 2025-64 to 2025-66 and 2025-68 consecutively be read a first, second and third time and finally passed in Open Council.

- By-Law 2025-52 - Being a By-Law to Maintain a Purchasing Policy to Govern the Purchasing of Goods and Services in The Corporation in Norfolk County
- By-Law 2025-53 - Being a By-law to Stop Up, Close and Convey the following streets, Part Wellington Street and Part Erie Street.
- By-Law 2025-56 - Being a by-law to Stop Up, Close and Convey the following street: Part Lot 3 Concession 11, Charlotteville and Part Lot 4, Block 17, Plan 37B; being Part 1 on Plan 37 R-7352; as accepted and assumed as Church Street By-Law
- By-Law 2025-57 - Being a by-law to amend the Community Safety Zone By-Law to Designate Specific Community Safety Zone
- By-Law 2025-58 - Being a by-law to Amend the Consolidated Traffic Control By-Law 2024-114
- By-Law 2025-59 - Being a by-law to Amend the Norfolk County Consolidated Rate of Speed By-law 2024-99
- By-Law 2025-60 - Being a by-law to amend the Community Safety Zone By-law 2023-58, being a By-Law to Designate Specific Community Safety Zone
- By-Law 2025-61 - Being a by-law to authorize the Governance Policy - Corporate Investment
- By-Law 2025-62 - Being a By-Law to Adopt Amendment Number 155 to the Norfolk County Official Plan in respects of lands described as MID CON NTR PT LOT 187 PT RD ALLOW RP 37R11418 PART 1 TO 5 in the Name of Aldershot Homes Limited.
- By-Law 2025-64 - Being a By-Law to Amend Zoning By-Law 1-Z-2014, as amended, for property described as WDM CON 14 PT LOT 23 RP 37R3879 PARTS 3 AND 4, known as 2148 Highway 3, Norfolk County
- By-Law 2025-65 - Being a by-law to amend Zoning By-Law 1-Z-2014, as amended, for property described as MID CON NTR PT LOT 187 PT RD ALLOW RP 37R11418 Part 1 TO 5 , known as 10 Highway 59, Norfolk County
- By-Law 2025-66 - Being a By-Law to Adopt Amendment Number 168 to the Norfolk County Official Plan in respect of lands described as PL 182

BLK 11 LOT 24 BLK 12 LOTS 22 AND 23 BLK 22 LOTS 24 45 BLK 23 LOTS 22 TO 25 PT PINE ST PT SUTTON ST.NTE

- By-Law 2025-68 - Being a by-law to Delegate Authority to Approve Tax Write-Offs and Increases

**Carried.**

As Councillor Duthie declared a conflict with the agenda item this bylaw goes with, he left the room and did not partake in discussion or vote.

**Resolution No. C-210**

**Moved By:** Councillor Van Paassen

**Seconded By:** Councillor Veri

That By-law 2025-63 be read a first, second and third time and finally passed in Open Council.

- By-Law 2025-63 - Being a by-law to amend Zoning By-Law 1-Z-2014, as amended, for property described as PL 182 BLK 11 LOT 24 BLK 12 LTOS 22 and 23 BLK 22 LOTS 24 45 BLK 23 LOTS 22 TO 25 PT PINE ST PT SUTTON ST.. NTE, known as 295 Queensway West

**Carried.**

Councillor Duthie rejoined the meeting.

**14. Motions**

There were no Motions.

**15. Notices of Motion**

There were no Notices of Motion.

**16. Other Business**

**17. General Announcements**

**18. Closed Session**

There was no closed session.

**19. Confirming By-Law**

**19.1 By-Law 2025-69 - Being a By-Law to Confirm the Proceedings of the Council of Norfolk County at this Regular Council Meeting Held on the 23rd Day of September, 2025.**

**Resolution No. C-211**

**Moved By:** Councillor Huffman

**Seconded By:** Councillor Vandendriessche

That By-Law 2025-69 being a By-law to confirm the proceedings of the Council of Norfolk County at this Regular Council Meeting held on the 23rd day of September 2025, be read a first, second and third time and finally passed in Open Council.

**Carried.**

**20. Adjournment**

**Resolution No. C-212**

**Moved By:** Councillor Huffman

**Seconded By:** Councillor Masschaele

That Council be adjourned at 3:42 pm.

**Carried.**

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Mayor: A. Martin

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Clerk: W. Tigert