



**The Corporation of the Township of Norwich  
Council Meeting Minutes  
Tuesday July 12, 2022  
Regular Council Meeting**

**In Attendance:**

Council:

Mayor Larry Martin  
Councillor Scholten  
Councillor DePlancke  
Councillor Palmer  
Councillor Dale

Staff:

Kyle Kruger, CAO / Clerk  
Derek Van Page, Director of Fire and Protective Services  
James Johnson, Director of Finance  
Patrick Horvorka, Director of Community Development Services  
AJ Wells, Manager of Medical Services  
Dirk Kramer, Drainage Superintendent  
Brad Smale, Chief Building Official  
Ken Farkas, Manager of Public Works  
Kimberley Armstrong, Deputy Clerk

**1. Call to Order**

The regular session of the 2018-2022 Council of the Township of Norwich was held at the Oxford Centre Hall, commencing at 9:30 a.m. with Mayor Martin presiding.

**2. Approval of Agenda**

Resolution #1

Moved by John Scholten, seconded by Lynne DePlancke;

That the Agenda be accepted as presented.

Carried

**3. Public Recognition / Presentations**

None

**4. Disclosure of Pecuniary Interest**

Councillor Dale declared an interest with respect to agenda item 10.9.5 and By-law 42-2022, advising that he is a shareholder. No other disclosures were reported.

**5. Adoption of Minutes of Previous Meeting(s)**

**5.1 June 21, 2022**

Resolution #2

Moved by Lynne DePlancke, seconded by John Scholten;

That the following Minutes of the Township of Norwich Council be adopted as printed and circulated:

June 21, 2022

Carried

**6. PUBLIC MEETINGS / HEARINGS**

**6.1 The Municipal Act**

None

**6.2 The Drainage Act**

None

**6.3 The Planning Act**

None

**6.4 Other**

None

**7. DELEGATIONS**

Resolution #3

Moved by John Scholten, seconded by Lynne DePlancke;

That the time limits for delegations as specified in Section 8.1.4 of the Procedural By-law be suspended for this meeting of Council.

Carried

**7.1 9:30 a.m.**

**Sydney van den Hoek**

**Re: Experience as a Youth Member of the 2SLGBTQ+ Community**

Ms. Van de Hoek advised that her presentation was written by Serenity Henry and herself and gave territorial acknowledgement.

Ms. Van den Hoek spoke of her experience as a youth member of the 2SLGBTQ+ community, her experience when she was young attending an all-girls Catholic School for middle school, she discovered it was not recognized as normal and was taught that it was shameful. Ms. Van den Hoek advised that she could not 'come out' in school due to the negativity, however, because of her families' beliefs, she believed that God was the only one to judge. Her family supported her when she came out and she believes that is how it should always be.

Ms. Van den Hoek spoke about her time as a volunteer with Wellkin, a mental health facility, and learning to respect everyone's views and be supportive, commenting that youth need to be taught about the LGBTQ community so they feel it is normal and aren't afraid to be themselves. She made referencing the Canadian Charter of Rights and Freedoms, living in a democratic society, commenting that the way she chooses to express herself does not infringe on others rights, however others do infringe on her rights. She further requested that Council make Norwich a safe place where people are not in fear.

Resolution #4

Moved by Alan Dale. seconded by Jim Palmer;

That the Delegation from Sydney van den Hoek, Re: Experience as a Youth Member of the 2SLGBTQ+ Community be received as information.

Carried

## **7.2 9:40 a.m.**

**Susan Kalles**

### **Re: Impact of Pride Banner Removal and Building a More Vibrant Community of Acceptance**

Ms. Kalles gave territorial acknowledgement and advised that she is grateful to speak as a concerned resident of Norwich about the ongoing acts of hate and violence. She commented that difficult conversations are necessary to move forward. She spoke to the theft of the progress banners and the delegation at the last Council meeting, concerned that it allowed someone to invoke hate and expressed safety concerns.

Ms. Kalles stated that the Charter of Rights extends to all and expressed her view that it was infringed upon at the last meeting and that it is expected that those in power, such as Council, are responsible to uphold the charter. She spoke to the health impacts caused by social exclusion and the importance of being inclusive and seeking to understand the story of others. Ms. Kalles called on Council to set the tone for a better more vibrant community supporting equity, inclusion and diversity training for Council members.

Resolution #5

Moved by Jim Palmer, seconded by Alan Dale;

That the Delegation from Susan Kalles, Re: Impact of Pride Banner Removal and Building a More Vibrant Community of Acceptance be received as information.

**7.3 9:50 a.m.**

**Norwich Residents for Love and Acceptance**

**Brian Kennedy, President [NRFLA];**

**Chris Takacs, Vice-President [NRFLA];**

**Trevor Shelly, Secretary [NRFLA];**

**Kathryn De Jong, Teacher and Norwich Resident**

**Re: Letter(s) Requesting His Worship, Mayor Martin, to Step Down from Office**

Mr. Brian Kennedy advised that he has been a resident of Norwich for one year, is a business owner, executive director of the Cambridge BIA and chairperson of the Norwich Residents for Love and Acceptance. He referred to the recent delegation as an orchestrated attack on the community by a man who is charged with stealing public property. He advised that he heard that he is less than human, part of a disease that is spreading and should not be encouraged. He blamed Council for providing a platform for hate speech and not calling a point of order to stop the delegation.

Mr. Kennedy made reference to his letter requesting the Mayor resign and asking what actions will be taken to stop this from happening in the future. He commented that Council's actions and inactions are being watched with elections being only a few weeks away. Mr. Kennedy advised that a petition supporting inclusivity will be submitted prior to the next Council meeting.

Mr. Chris Takacz advised that he is a resident of Norwich and vice-chairperson of the Norwich Residents for Love and Acceptance. He commented that freedom of expression is a wonderful thing, however the delegate was allowed to spread incorrect information and speak on topics he did not know. Mr. Takacz clarified information with respect to the trans community, drag and black lives matter. He spoke to the need for an extra level of protection needed by some that face a higher rate of violence and harassment.

Mr. Takacz referred to Mr. Dey praying during the Delegation and made reference to the court ruling regarding prayer during municipal meetings. He further expressed concerns with many of the delegates references and advised that public recognition of ones identity is psychologically important. Mr. Takacz spoke to the escalation of incidents within the community, blaming Council and stating that some people do not feel safe.

Mr. Trevor Shelley, TVDSB teacher, advised that he was in attendance to correct Mr. Dey's interpretation of the new sex education curriculum and provided an overview of the program. He stressed that it is age appropriate, dealing with different topics at different ages, leading to healthy development and an understanding of development. Mr. Shelley stated that the education provides information and skills to enable good decisions, healthy relationships, being healthy and developing a sense of self. He commented that it would be better to create a globally accepting community where our youth are accepted and want to stay here.

Mr. Shelly advised he was thankful when the pride flags were hung because he felt accepted and supported. He spoke to his experience hiding who he was when attending school because it was easier to hide than be bullied. He commented that in listening to the tape of the meeting, it took him back to those years when he felt different and had to hide and that the delegation should have been stopped. He advised Council that as leaders in the community, it is time to continue measured purposeful acts to make this community what it could become. That for our children to want to stay here, Norwich must move forward.

Mayor Martin thanked everyone in attendance and accepted the concerns and criticism. He advised that the Township did seek legal counsel prior to Mr. Dey's delegation due to the pending charges and were told he had a right to address Council and could not be prohibited. He advised that when people have concerns, as elected representatives, they have a responsibility to hear those concerns. Adding that during his 7 ½ years as Mayor, he has never stopped a delegation from making their presentation. Mayor Martin further explained that this was an unprecedented event and he was trying to keep the meeting from getting out of control.

Mayor Martin additionally clarified that Mr. Dey's original request to meet with Council was prior to the theft occurring and was not allowed due to rules respecting quorum. He commented that he understands there is an ongoing investigation by the OPP regarding hate speech and they will have his full cooperation.

Mayor Martin commented that Norwich is growing and is made up of many different groups and they are all welcome. The BIA showed a step forward, Council did not tear those flags down and the man who did that has charges against him. He stressed that we are all human and we need to respect each other without labels. Thanking everyone for attending and commenting that we cannot undo what has been done, but will be looking at ways to tighten delegation controls to prevent future issues.

Resolution #6

Moved by Alan Dale, seconded by Jim Palmer;

That the Delegation from Norwich Residents for Love and Acceptance, Re: Letters Requesting His Worship, Mayor Martin, to Step Down from Office be received as information.

Carried

**8. CORRESPONDENCE**

**8.1 Municipality of Tweed**

**Re: Livestock Support Letter Resolution**

**8.2 Town of East Gwillimbury**

**Re: Summary and implications of Provincial Bill 109; More Homes for Everyone Act, 2022**

**8.3 City of Woodstock**

**Re: Northeast Industrial Park Planning and Servicing Study – Notice of Public Information Centre 2**

- 8.4 Township of Matachewan  
Re: Inclusion of Mailing Addresses on Voters List**
- 8.5 Municipality of Brighton  
Re: Draven Alert**
- 8.6 Petition  
Re: Request to Refrain from Promoting Sexuality on Public Property**
- 8.7 CN Railroad  
Re: CN to invest \$430 Million in Ontario Enabling Sustainable Growth, Improving Capacity and Advancing the Company's Commitment to Safety**
- 8.8 County of Oxford  
Re: Supporting those affected by the Ukrainian Crisis**

Resolution #7

Moved by John Scholten, seconded by Lynne DePlancke;

That the petition dated June 21, 2021 from "Concerned Citizens of Norwich Township and Beyond" be received and filed, and further that Council takes this opportunity to express the following:

- Our community is made up of people from different faiths and backgrounds, and we respect and value every member of our community, and celebrate our diversity.
- Municipalities across Ontario, as well as the federal and provincial governments, celebrate diversity and acceptance of the LGBTQ+ community in one way or another, and it is recognized that the BIA decision to put up Progress banners was intended to help Norwich feel more welcoming and inclusive.
- When we show support for one group in the community, particularly a group that has been subject to discrimination, it is not at the expense of any other group, but are simply saying that we all belong here.
- We all have a role in making Norwich a great place to live, and we encourage all residents to continue to demonstrate respect, understanding and acceptance of the diversity that has made the Township a wonderful community.

Carried

Break 10:25 – 10:45

Resolution #8

Moved by John Scholten, seconded by Lynne DePlancke;

That the Correspondence as listed in Agenda Items 8.1 to 8.8 be received as information.

And further that Council support Agenda Items 8.1, 8.2, 8.4 and 8.8

Carried

**9. COMMITTEE MINUTES**

**9.1 Health & Safety Representative Committee  
Re: Meeting Minutes – June 15, 2022**

**9.2 Accessibility Advisory Committee  
Re: Meeting Minutes – March 23, 2022**

**9.3 Woodlawn Community Centre Board  
Re: Meeting Minutes – June 27, 2022**

Resolution #9

Moved by Lynne DePlancke, seconded by John Scholten;

That the following Committee Minutes, be received as information; and further that the recommendations be approved and acted upon:

- Health & Safety Representatives Committee Minutes – June 15, 2022
- Accessibility Advisory Committee Minutes – March 23, 2022
- Woodlawn Community Centre Board Minutes – June 27, 2022

Carried

**10 REPORTS**

**10.1 Planning and Development Services**  
None

**10.2 Fire and Protective Services**

**10.2.1 Month-end Statistical Reports, June 2022  
Report FP 2022-17**

Resolution #10

Moved by Jim Palmer, seconded by Alan Dale;

That Report FP 2022-17 – Month-end Statistical Reports, June 2022 be received as information;

Carried

**10.3 Drainage Services**

**10.3.1 June 2022 Drainage Report  
Report DR 2022-17**

Resolution #11

Moved by Jim Palmer, seconded by Alan Dale;

That Report DR 2022-17 – June 2022 Drainage Report, be received as information;

Carried

**10.3.2 Dager Drain Section 84 Report Collection  
Report DR 2022-18**

In response to Council questions, Mr. Johnson advised that these amounts are not included in the August Tax Bills, which are currently being printed and prepared for mailing.

Resolution #12

Moved by Alan Dale, seconded by Jim Palmer;

That Report DR 2022-18 – Dager Drain Section 84 Report Collection, be received as information;

And Further that By-law 40-2022 be adopted to provide for the collection of the construction costs for the Drager Drain Section 84 Report.

Carried

**10.3.3 W.E. Russell Municipal Drain 2019 Reassessment for Maintenance Collection  
Report DR 2022-19**

Resolution #13

Moved by John Scholten, seconded by Lynne DePlancke;

That Report DR 2022-19 – W.E. Russell Municipal Drain 2019 Reassessment for Maintenance Collection, be received as information;

And Further that By-law 39-2022 by adopted to provide for the collection of the costs for the W.E. Russell Municipal Drain 2019 Reassessment for Maintenance.

Carried

**10.3.4 Branch "B" of the Petersen Municipal Drain - VDK Group Realignment Construction  
Collection  
Report DR 2022-20**

Resolution #14

Moved by Lynne DePlancke, seconded by John Scholten;

That Report DR 2022-20 – Branch “B” of the Petersen Municipal Drain – VDK Group Realignment Construction Collection be received as information;

And Further that By-law 41-2022 be adopted to provide for the collection of the construction costs for Branch “B” of the Petersen Municipal Drain – VDK Group Realignment.

Carried

## **10.4 Building Services**

### **10.4.1 June 2022 Building Report**

#### **Report BB 2022-08**

There was discussion with respect to installation of a water point in the Village, the regulatory body and that they are typically prohibited where access to municipal services is available.

Resolution #15

Moved by John Scholten, seconded by Lynne DePlancke;

That Report BB 2022-08 – June 2022 Building Report, be received as information;

Carried

## **10.5 Public Works Services**

### **10.5.1 Progress Report for June 2022**

#### **Report PW 2022-16**

There were Council questions with respect to: stump grinding, sidewalk snow removal process, dust control and maintenance of gravel roads and the need for installation of more lock it or lose it signs.

Resolution #16

Moved by Jim Palmer, seconded by Alan Dale;

That Report PW 2022-16 – Progress Report for June 2022, be received as information;

Carried

### **10.5.2 Oxford County Report PW 2022-33**

#### **Re: 2021 Curbside Waste Audit and Organics Resource Recovery Technology Review**

It was noted that 60% of the contents of garbage bags is organic waste and should not be disposed of in that manner.

Resolution #17

Moved by Alan Dale, seconded by Jim Palmer;

That Oxford County Report PW 2022-33, Re: Oxford County 2021 Curbside Waste Audit and Organics Resource Recovery Technology Review,

Carried

## **10.6 Community Development Services**

### **10.6.1 Monthly Departmental Activities**

#### **Report CDS 2022-09**

Resolution #18

Moved by Jim Palmer, seconded by Alan Dale;

That Report CDS 2022-09, Monthly Departmental Activities, be received as information.

Carried

## **10.7 Medical Centre Services**

### **10.7.1 LifeLabs Lease**

#### **Report MED 2022-08**

Resolution #19

Moved by Lynne DePlancke, seconded by John Scholten;

That Report MED 2022-08, LifeLabs Lease, be received as information;

And Further that Council adopt the bylaw to authorize the execution of a lease agreement with LifeLabs

Carried

### **10.7.2 Medical Centre June 2022 Activity Report**

#### **Report MED 2022-09**

Resolution #20

Moved by John Scholten, seconded by Lynne DePlancke;

That Report MED 2022-09, Medical Centre June 2022 Activity Report, be received as information;

Carried

## **10.8 Financial Services**

### **10.8.1 Financial Summary as at June 30, 2022**

#### **Report FS 2022-13**

There was discussion with respect to: the unanticipated increase in fuel charges and the increase in inflation which will affect the 20-year Capital Plan, making adjustments necessary in future capital budgets.

Resolution #21

Moved by Lynne DePlancke, seconded by John Scholten;

That Report FS 2022-13, Financial Summary as at June 30, 2022, be received as information

Carried

## **10.9 Administrative Services**

### **10.9.1 Norwich Optimist Tractor Pull**

#### **Re: Request for Flexible End Time**

Resolution #22

Moved by Alan Dale, seconded by Jim Palmer;

That the Norwich Optimist Tractor Pull – Request for Flexible End Time, be received as information;

And Further that Council authorize an extension to the 9:30 pm to an 11 pm curfew in the event of a rain delay or equipment malfunction.

Carried

#### **10.9.2 Request for Relief from Sign By-law – Emily Stowe Public School**

**Re: Level of Illumination**

**Verbal Report**

Resolution #23

Moved by Jim Palmer, seconded by Lynne DePlancke;

Whereas the maximum dimensions of a freestanding sign in the applicable zone is 2.8 square metres and Emily Stowe School has submitted a Request for Relief of the Sign By-law to allow a sign approximately 9.72 square metres, the Council of the Township of Norwich hereby:

Approve the request subject to the sign being illuminated to allowable levels.

Carried

#### **10.9.3 Norwich Merchants**

**Re: Request permission for licenced beer garden at Norwich Community Centre**

Resolution #24

Moved by Alan Dale, seconded by Jim Palmer;

That the Norwich Jr. C Merchant Hockey Club be granted permission to operate a licenced beer garden in the Norwich Community Centre parking lot for the 2022/2023 Home Opener Festivities on Friday September 16, 2022; subject to the requirements of the Municipal Alcohol Policy and necessary Special Occasion Permit.

Carried

#### **10.9.4 Norwich Chamber of Commerce**

**Re: Request permission to use municipal property for Farmers Market**

Resolution #25

Moved by John Scholten, seconded by Lynne DePlancke;

That the Norwich Chamber of Commerce – Request for permission to use Municipal property for Farmers Market, be received as information;

And Further that Council approve the use of the Stover Street Municipal Parking Lot every Saturday from July 16 to September 24, 2022 from 7:00 am to 1:00 pm

Carried

**10.9.5 UFB Broadband Fund  
Report CAO 2022-09**

Councillor Dale vacated his chair.

Resolution #26

Moved by Lynne DePlancke, seconded by John Scholten;

That Report CAO 2022-09, UBF Fund – Execulink Application Support and Funding, be received as information;

And That By-law 42-2022 to Authorize a Contribution Agreement with Execulink Telecom Inc. be presented to Council for approval.

Carried

Councillor Dale resumed his seat.

**10.9.6 Traffic Safety Review – Emily Stowe Public School  
Report CAO 2022-10**

In response to Council questions, staff advised that they would attempt to complete the works prior to September, but some of the work is contingent on timelines for locates.

Resolution #27

Moved by John Scholten, seconded by Lynne DePlancke;

That Report CAO 2022-10, Traffic Safety Review – Emily Stowe School, be received as information;

And That Council authorize staff to proceed with implementation of the traffic safety measures as outlined in Report CAO 2022-10;

And That the necessary by-laws be prepared for Council approval

Carried

Break for lunch: 12:14

Reconvene: 1:00 pm

**10.9.7 Closed Meeting Investigator and Integrity Commissioner  
Report CAO 2022-11**

Resolution #28

Moved by Jim Palmer, seconded by Alan Dale;

That Report CAO 2022-11, Closed Meeting Investigator and Integrity Commissioner, be received as information;

And That Mr. John Mascarin be appointed as Closed Meeting Investigator and Integrity Commissioner for the Township of Norwich;

And That staff be authorized to prepare the related agreements for Council approval

Carried

**10.9.8 Telecommunication Tower Request 345397 Quaker Street  
Report CAO 2022-12**

Resolution #29

Moved by Alan Dale, seconded by Jim Palmer;

That Report CAO 2022-12, Telecommunication Tower Request 345397 Quaker Street, be received as information;

And That Council confirm that the Township of Norwich is satisfied with the proposal and concurs that Rogers may commence with the tower placement at 345397 Quaker Street, subject to ISED requirements.

Carried

**10.9.10 Enhanced Service Contract – Police Services  
Report CAO 2022-13**

In response to Council questions, Mr. Kruger advised that the Township is paying for a block of hours, if the officer is called to emergency situations, there will be a reconciliation credit on the annual billing statement.

Resolution #30

Moved by Jim Palmer, seconded by Alan Dale;

That Report CAO 2022-13, Enhanced Service Contract – Police Services, be received as information;

And That By-law 43-2022 to Authorize an Amending Agreement regarding the Provision of Police Services, be presented to Council for approval

Carried

**11. NOTICE(S) OF MOTION**

Councillor Scholten advised that he will be bringing forward a motion to direct staff to research and bring forward a flag by-law for consideration.

**12. CLOSED SESSION**

None

- 13. BY-LAWS**
- No. 39-2022 To Provide for the Collection of Actual Costs – W.E. Russell Municipal Drain 2019**
  - No. 40-2022 To Provide for the Collection of Actual Costs - Dager Drain Section 84 Report**
  - No. 41-2022 To Provide for the Collection of Actual Costs - Petersen Municipal Drain Branch B**
  - No. 42-2022 To Authorize a Contribution Agreement with Execulink Telecom Inc. to Install a Municipal Capital Facility in the form of a Telecommunications Service in the Municipality**
  - No. 43-2022 To Authorize Execution of an Amending Agreement – Provision Of Enhanced Police Service under Section 10**
  - No. 44-2022 To Authorize Execution of a Lease Agreement – LifeLabs**
  - No. 45-2022 To Confirm All Actions and Proceedings of Council**

**13.1 First and Second Reading of the Following By-laws**

Resolution #31

Moved by Lynne DePlancke, seconded by John Scholten;

That the following By-laws as listed, be introduced and taken as read a first and second time.

- No. 39-2022 To Provide for the Collection of Actual Costs  
- W.E. Russell Municipal Drain 2019
- No. 40-2022 To Provide for the Collection of Actual Costs  
- Drager Drain Section 84 Report
- No. 41-2022 To Provide for the Collection of Actual Costs  
- Pertersen Municipal Drain Branch B
- No. 43-2022 To Authorize Execution of an Amending Agreement – Provision Of Enhanced Police Service under Section 10
- No. 44-2022 To Authorize Execution of a Lease Agreement  
– LifeLabs
- No. 45-2022 To Confirm All Actions and Proceedings of Council

Carried

Councillor Dale abstained from voting on the below motion.

Resolution #32 (Verbal)

Moved by Lynne DePlancke, seconded by Jim Palmer:

That the following By-law as listed, be introduced and taken as read a first and second time.

- No. 42-2022 To Authorize a Contribution Agreement with Execulink Telecom Inc. to install a Municipal Capital Facility in the form of a Telecommunications Service in the Municipality

Carried

**13.2 Third Reading of the Following By-laws**

Resolution #33

Moved by John Scholten; seconded by Lynne DePlancke;

That By-laws 39-2022, 40-2022, 41-2022, 43-2022, 44-2022 and 45-2022, as listed, be taken as read a third and final time and passed and signed by the Mayor and Clerk and the Corporate Seal be affixed thereto.

Carried

Councillor Dale abstained from voting on the below motion.

Resolution #34 (Verbal)

Moved by Jim Palmer, seconded by Lynne DePlancke:

That By-law 42-2022, as listed, be taken as read a third and final time and passed and signed by the Mayor and Clerk and the Corporate Seal be affixed thereto.

Carried

**14. Adjournment – 1:20 p.m.**

Resolution #35

Moved by Lynne DePlancke, seconded by John Scholten;

That this Council do now adjourn.

Carried

These minutes adopted by way of Resolution No. 2 as approved by Council at its meeting on the 9<sup>th</sup> day of August 2022.

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Mayor  
Larry Martin

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CAO / Clerk  
Kyle Kruger