

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – August 13, 2018**

Present: Mayor Kurtis Smith, Deputy Mayor Nick Stokman, Councillor Mary Ann Hendrikx, Councillor Betty Ann MacKinnon, and Councillor Gerald Sanders

Also Present: CAO/Treasurer Cathy Case, Clerk Jennifer Turk, Public Works Manager Jeff Little, Fire Chief Arend Noordhof and Planner Erin Besch (for part of the meeting)

Call to Order

At 6:00 pm, Mayor Kurtis Smith called the meeting to order. A moment of silent reflection was observed.

Declaration of Pecuniary Interest and General Nature Thereof

The Municipal Conflict of Interest Act requires any member of Council to declare a pecuniary interest and the general nature thereof; and where the interest of a member of Council has not been disclosed by reason of the member's absence from a meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

None was declared.

Minutes

**MOVED by Councillor Hendrikx
SECONDED by Councillor MacKinnon
Resolved that the Minutes of the July 23, 2018 regular meeting be approved as circulated. CARRIED.**

Delegations & Timed Events

6:00 PM Mariya Minten
 Presentation of Sponsorship from Council

On behalf of Council, Mayor Smith presented Mariya Minten with a certificate of congratulations and a cheque of \$500.00 for being chosen by Team Canada Dance to represent Canada at the Official Show Dance Championships being held in Prague, Czech Republic in September 2018.

6:05 PM COURT OF REVISION – Carrothers Drain 2018

MOVED by Councillor Sanders
SECONDED by Councillor Hendrikx
Resolved that the Court of Revision for the Carrothers Drain 2018 be opened.
CARRIED.

MOVED by Councillor Hendrikx
SECONDED by Councillor Sanders
Resolved that verbal and/or written appeals on the Carrothers Drain 2018
assessment at this Court of Revision be received. CARRIED.

Clerk Jennifer Turk advised that no written or verbal appeals were received. There were no ratepayers in attendance and there were no comments received from the members of the Court of Revision.

MOVED by Councillor MacKinnon
SECONDED by Councillor Sanders
Resolved that the assessments for the Carrothers Drain 2018 be confirmed as
presented in the Engineer's report dated July 6, 2018 and that the Court of
Revision be closed. CARRIED.

6:15 PM PUBLIC MEETING

MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon
Resolved that the public meeting to hear Zoning By-law Amendment Applications
ZBA08-2018 (Rita Dortmans, 2754 Mullifarry Drive), ZBA09-2018 (John & Rita
Dortmans, 28559 School Road), ZBA10-2018 (Leo & Katie Van Geffen, 2603
Egremont Drive), and ZBA11-2018 (Merrick Farms Ltd., 6510 Inadale Drive) be
opened at 6:19 pm. CARRIED.

Zoning By-law Amendment ZBA08-2018
Rita Dortmans, 2754 Mullifarry Drive

Rita Dortmans was in attendance for the meeting.

Planner Erin Besch reviewed Zoning By-law Amendment Application ZBA08-2018 to rezone the severed parcel created through Consent B04-2018 from General Agriculture (A) Zone to Surplus Dwelling (SD) Zone in order to recognize the residential use of the lands and to rezone the retained parcel created through Consent B04-2018 from General Agriculture (A) Zone to Agriculture Only (AO) Zone to prohibit new residential dwellings on the lands.

Through Planner Erin Besch's report, it has been recommended that Zoning By-law Amendment ZBA08-2018 be approved as the application is consistent with the Provincial Policy Statement; conforms to the Official Plans of both the Township of

Adelaide Metcalfe and the County of Middlesex; and the requirements of the Township of Adelaide Metcalfe Zoning By-law would be satisfied.

Rita Dortmans had nothing further to add to the application. There were no comments from the public in attendance. Council had no questions or concerns.

Zoning By-law Amendment ZBA09-2018

John & Rita Dortmans, 28559 School Road

John and Rita Dortmans were in attendance for the meeting.

Planner Erin Besch reviewed Zoning By-law Amendment Application ZBA09-2018 to rezone the severed parcel created through Consent B05-2018 from General Agriculture (A) Zone to Surplus Dwelling (SD) Zone in order to recognize the residential use of the lands and to rezone the retained parcel created through Consent B05-2018 from General Agriculture (A) Zone to Agriculture Only (AO) Zone to prohibit new residential dwellings on the lands.

Through Planner Erin Besch's report, it has been recommended that Zoning By-law Amendment ZBA09-2018 be approved as the application is consistent with the Provincial Policy Statement; conforms to the Official Plans of both the Township of Adelaide Metcalfe and the County of Middlesex; and the requirements of the Township of Adelaide Metcalfe Zoning By-law would be satisfied.

John & Rita Dortmans had nothing further to add to the application. There were no comments from the public in attendance. Council had no questions or concerns.

Zoning By-law Amendment ZBA10-2018

Leo & Katie Van Geffen, 2603 Egremont Drive

There was no representation in attendance for this application at the meeting.

Planner Erin Besch reviewed Zoning By-law Amendment Application ZBA10-2018 to rezone the severed parcel created through Consent B22-2017 from General Agriculture (A) Zone to Surplus Dwelling (SD) Zone in order to recognize the residential use of the lands and to rezone the retained parcel created through Consent B22-2017 from General Agriculture (A) Zone to Agriculture Only (AO) Zone to prohibit new residential dwellings on the lands.

Through Planner Erin Besch's report, it has been recommended that Zoning By-law Amendment ZBA10-2018 be approved as the application is consistent with the Provincial Policy Statement; conforms to the Official Plans of both the Township of Adelaide Metcalfe and the County of Middlesex; and the requirements of the Township of Adelaide Metcalfe Zoning By-law would be satisfied.

There were no comments from the public in attendance. Council had no questions or concerns.

Zoning By-law Amendment ZBA11-2018

Merrick Farms Ltd., 6510 Inadale Drive

Alan and Janice Merrick were in attendance for the meeting.

Planner Erin Besch reviewed Zoning By-law Amendment Application ZBA11-2018 to rezone the severed parcel created through Consent B20-2017 from General Agriculture (A) Zone to Surplus Dwelling (SD) Zone in order to recognize the residential use of the lands and to rezone the retained parcel created through Consent B20-2017 from General Agriculture (A) Zone to Agriculture Only (AO) Zone to prohibit new residential dwellings on the lands.

Through Planner Erin Besch's report, it has been recommended that Zoning By-law Amendment ZBA11-2018 be approved as the application is consistent with the Provincial Policy Statement; conforms to the Official Plans of both the Township of Adelaide Metcalfe and the County of Middlesex; and the requirements of the Township of Adelaide Metcalfe Zoning By-law would be satisfied.

Alan Merrick thanked CAO/Treasurer Cathy Case for her guidance. There were no comments from the public in attendance. Council had no questions or concerns.

MOVED by Deputy Mayor Stokman

SECONDED by Councillor Hendrixx

Resolved that the public meeting to hear Zoning By-law Amendment Applications ZBA08-2018 (Rita Dortmans, 2754 Mullifarry Drive), ZBA09-2018 (John & Rita Dortmans, 28559 School Road), ZBA10-2018 (Leo & Katie Van Geffen, 2603 Egremont Drive), and ZBA11-2018 (Merrick Farms Ltd., 6510 Inadale Drive) be closed at 6:30 pm. CARRIED.

MOVED by Councillor Sanders

SECONDED by Councillor MacKinnon

Resolved that Council approve the application for Zoning By-law Amendment ZBA08-2018 for 2754 Mullifarry Drive to amend the zoning of a portion of the severed parcel created through Consent B04-2018 from General Agriculture (A) Zone to Surplus Dwelling (SD) Zone in order to recognize the residential use of the lands and to the amend the zoning of a portion of the retained parcel created through Consent B04-2018 from General Agriculture (A) Zone to Agriculture Only (AO) Zone to prohibit new residential uses on the lands and that Council proceed with the first and second reading of the implementing by-law with third and final reading to be provided once a deposited reference plan has been received to the satisfaction of the Township. CARRIED.

**MOVED by Councillor MacKinnon
SECONDED by Councillor Hendrikx**

Resolved that Council approve the application for Zoning By-law Amendment ZBA09-2018 for 28559 School Road to amend the zoning of a portion of the severed parcel created through Consent B05-2018 from General Agriculture (A) Zone to Surplus Dwelling (SD) Zone in order to recognize the residential use of the lands and to the amend the zoning of a portion of the retained parcel created through Consent B05-2018 from General Agriculture (A) Zone to Agriculture Only (AO) Zone to prohibit new residential uses on the lands and that Council proceed with the first and second reading of the implementing by-law with third and final reading to be provided once a deposited reference plan has been received to the satisfaction of the Township. CARRIED.

**MOVED by Councillor MacKinnon
SECONDED by Councillor Sanders**

Resolved that Council approve the application for Zoning By-law Amendment ZBA10-2018 for 2603 Egremont Drive to amend the zoning of a portion of the severed parcel created through Consent B22-2017 from General Agriculture (A) Zone to Surplus Dwelling (SD) Zone in order to recognize the residential use of the lands and to the amend the zoning of a portion of the retained parcel created through Consent B22-2017 from General Agriculture (A) Zone to Agriculture Only (AO) Zone to prohibit new residential uses on the lands and that Council proceed with the first and second reading of the implementing by-law with third and final reading to be provided once a deposited reference plan has been received to the satisfaction of the Township. CARRIED.

**MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon**

Resolved that Council approve the application for Zoning By-law Amendment ZBA11-2018 for 6510 Inadale Drive to amend the zoning of a portion of the severed parcel created through Consent B20-2017 from General Agriculture (A) Zone to Surplus Dwelling (SD) Zone in order to recognize the residential use of the lands and to the amend the zoning of a portion of the retained parcel created through Consent B20-2017 from General Agriculture (A) Zone to Agriculture Only (AO) Zone to prohibit new residential uses on the lands and that Council proceed with the first and second reading of the implementing by-law with third and final reading to be provided once a deposited reference plan has been received to the satisfaction of the Township. CARRIED.

Correspondence

- A. Upcoming Conferences/Seminars/Meetings
 - 1) Regular Council Meeting - Tuesday, September 4, 2018
 - 2) Regular Council Meeting - Monday, September 17, 2018
 - 3) Regular Council Meeting - Tuesday, October 9, 2018
 - 4) CC-1 ROMA 2019 Conference Jan 27-29, 2019, Toronto, ON

- B. Recommended Reading
 - 1) CC-2 OGRA Board Highlights June 2018
 - 2) CC-3 Enbridge – 2018 Public Awareness Program
 - 3) CC-4 AMO – Cannabis Update

- C. Action Required
 - 1) CC-5 Optimist Club of Kerwood – August 25, 2018 Fish Fry Event

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Stokman

Resolved that Council acknowledge that the Optimist Club of Kerwood are applying for a Special Occasion Permit to sell alcoholic beverages during the Adelaide Metcalfe Fire Department's Fish Fry on Saturday, August 25, 2018 at the Kerwood Ball Park. CARRIED.

- 2) CC-6 Strathroy-Caradoc – Zoning By-law Amendment 21-2018 Van Bree – Bear Creek

MOVED by Councillor Sanders

SECONDED by Councillor MacKinnon

Resolved that Council has no concerns or issues with Strathroy-Caradoc Zoning By-law Amendment Application ZBA21-2018 Van Bree-Bear Creek. CARRIED.

- 3) CC-7 Township of Howick – Resolution Bereavement Authority of Ontario
- 4) CC-8 City of Toronto – Immediate Steps to Address Gun Violence

MOVED by Deputy Mayor Stokman

SECONDED by Councillor MacKinnon

Resolved that Council receive and file correspondence items CC-1 to CC-4, and CC-7, and CC-8. CARRIED.

Staff Reports

- 1) FC-1 Establishing & Regulating By-law for Adelaide Metcalfe Fire Department (Kerwood)

Deputy Mayor Stokman inquired about Confined Space Rescue/Farm Silo Rescue as listed as Limited Level of Service in the by-law. Fire Chief Noordhof advised Council that this type of service is limited due to the lack of equipment and training needed to be able to provide full service. At this point, the fire department can provide silo recovery which involves cutting a hole in the silo. Fire Chief Noordhof also advised Council that the fire department can also call for assistance from another area for Confined Space Rescue/Farm Silo Rescue.

MOVED by Councillor MacKinnon

SECONDED by Councillor Hendrikx

Resolved that staff be directed to send the Establishing and Regulating By-law for the Adelaide Metcalfe Fire Department to the municipal solicitor and to the Township insurance company for review as amended. CARRIED.

Fire Chief Noordhof raised concerns about the grass cutting contractor. CAO/Treasurer Cathy Case reminded Fire Chief Noordhof to let staff know when these instances happen so they can be addressed in a timely manner.

Public Works Manager Jeff Little presented his reports to Council.

2) PWM-1 Public Works Information Report

Public Works Manager Jeff Little advised Council that the drain that services the School Road Landfill is being investigated at this time.

MOVED by Councillor Hendrikx

SECONDED by Councillor Sanders

Resolved that Council accept the Public Works Information Report prepared by the Public Works Manager. CARRIED.

3) PWM-2 Road Report 2018 Roadeo

MOVED by Deputy Mayor Stokman

SECONDED by Councillor MacKinnon

Resolved that Council approve sending Coulter Cahill and Richard Elliott to the Provincial Driver Roadeo on September 12, 2018 in Owen Sound. CARRIED.

Clerk Jennifer Turk presented her reports to Council.

4) C-1 Providing for Public Notice Report

Deputy Mayor Stokman inquired about how staff was going to provide notice for temporary service disruptions as the by-law did not state how. Clerk Jennifer Turk advised Council that the by-law would not go into detail as to how, as there are many different service disruptions that the Township could experience, however, currently, staff posts notices of service disruptions such as School Road Landfill, communication breakdowns with telephone and email on the Township website and on the Township Facebook Page. Clerk Jennifer Turk advised Council that there has been no negative feedback from the public using this practice.

MOVED by Councillor MacKinnon
SECONDED by Councillor Hendrikx
Resolved that Council approve the Providing for Public Notice By-law as amended, and the Clerk be asked to bring back the by-law for approval at the next Council meeting. CARRIED.

5) C-2 Lame Duck – Update

Deputy Mayor Stokman inquired about the three-quarters of Council that would qualify for the current Council to not be in a lame duck position. Clerk Jennifer Turk advised Council that there could not be certainty that three-quarters of the current Council would be returning after Voting Day (October 22) based on the certified list of candidates for the upcoming election.

MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon
Resolved that Council accept the Lame Duck (Restricted Acts of Council) – Update Report as presented by the Clerk for information purposes. CARRIED.

6) C-3 Intelivote Systems Incorporated Agreement – License to Use Information

MOVED by Councillor MacKinnon
SECONDED by Councillor Hendrikx
Resolved that Council approve the License to Use Information Agreement with Intelivote Systems Incorporated (referred as “ISI”) and that the Clerk be authorized to sign the License to Use Information Agreement. CARRIED.

7) CAOTR-1 Accounts Payable July 20 – August 9, 2018

MOVED by Councillor Hendrikx
SECONDED by Councillor Sanders
Resolved that council approve the accounts listing for the period July 20 to August 9, 2018 in the amount of \$836,024.01 as presented. CARRIED.

8) CAOTR-2 Site Plan – 28610 Centre Road
CAOTR-2 Master Site Plan – SPA – 28610 Centre Road (July 12, 2018)

MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon
Resolved that Council accept the security requirements as provided for in the draft site plan control and development agreement for the proposed development at 28610 Centre Road. CARRIED.

MOVED by Deputy Mayor Stokman
SECONDED by Councillor Mackinnon
Resolved that Council approve in principal the proposed development at 28610 Centre Road as presented on MSP-100 dated June 29, 2018. CARRIED.

- 9) CAOTR-3 Crossing and Proximity Agreement – Suncor Adelaide Wind Limited Partnership

MOVED by Councillor Sanders
SECONDED by Council Hendrikx
Resolved that Council authorize the CAO/Treasurer to obtain legal review of and opinion on the Crossing and Proximity Agreement with Suncor Adelaide Wind Limited Partnership from the Middlesex County Barristers and Solicitors. CARRIED.

- 10) CAOTR-4 Quote 18-2018 – Tree and Stump Removal

MOVED by Councillor Sanders
SECONDED by Councillor Hendrikx
Resolved that Council accept the tender from Davey Tree Expert Company of Canada in the amount of \$53,995.00 plus HST for Tender 18-2018 – Tree Removal and Stump Removal. CARRIED.

- 11) CAOTR-5 Land Acquisition – Closed Session April 16 and 23, 2018

MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Stokman
Resolved that Council accept the Land Acquisition Report as presented by the CAO/Treasurer for information and transparency purposes. CARRIED.

- 12) CAOTR-6 Municipal Signage – Mar for Mayors

MOVED by Deputy Mayor Stokman
SECONDED by Councillor Hendrikx
Resolved that Council direct staff to prepare draft Township gateway signs and costs estimates for a sign strategy implementation for consideration at the next regular Council meeting. CARRIED.

Other Business

None at this time.

By-laws

MOVED by Councillor Hendrikx
SECONDED by Deputy Mayor Stokman
Resolved that third and final reading be given to:
By-law No. 40 of 2018 – Carrothers Drain 2018
And that the by-law be signed by the Mayor and Clerk and have the corporate seal attached. CARRIED.

MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon
Resolved that first and second readings be given to:
By-law No. 45 of 2018 – Zoning By-law Amendment – Leo & Katie Van Geffen
And that the by-law be signed by the Mayor and Clerk. CARRIED.

MOVED by Councillor MacKinnon
SECONDED by Councillor Sanders
Resolved that all three readings be given to:
By-law No. 42 of 2018 – MPAC Agreement with Intelivote
By-law No. 43 of 2018 – Zoning By-law Amendment – Rita Dortmans
By-law No. 44 of 2018 – Zoning By-law Amendment – John & Rita Dortmans
By-law No. 46 of 2018 – Zoning By-law Amendment – Merrick Farms Ltd.
By-law No. 47 of 2018 – Confirm Council Proceedings
And that the by-laws be signed by the Mayor and Clerk and have the corporate seal attached. CARRIED.

Closed Session

MOVED by Councillor Sanders
SECONDED by Councillor Hendrikx
Resolved that Council, the CAO/Treasurer, the Clerk, and the Public Works Manager (for part of the closed session meeting) move to closed session pursuant to Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees; and (d) labour relations or employee negotiations at 7:30 pm. CARRIED.

MOVED by Deputy Mayor Stokman
SECONDED by Councillor MacKinnon
Resolved that the closed session end at 7:45 pm. CARRIED.

Rise and Report

MOVED by Councillor Hendrikx
SECONDED by Councillor Sanders
Resolved that staff be directed to proceed as per report discussed in Closed Session. CARRIED.

Adjournment

MOVED by Councillor Sanders

SECONDED by Deputy Mayor Stokman

Resolved that the meeting be adjourned at 7:46 pm. CARRIED.



Kurtis Smith, Mayor



Jennifer Turk, Clerk

