

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – October 9, 2018**

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

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

Call to Order

At 7:00 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.

Minutes

MOVED by Councillor MacKinnon

SECONDED by Councillor Hendrikx

Resolved that the Minutes of the September 17, 2018 regular meeting, be approved as amended and circulated. CARRIED.

Correspondence

Upcoming Conferences/Seminars/Meetings

- 1) Regular Council Meeting – Monday, November 5, 2018
- 2) Regular Council Meeting – Monday, November 19, 2018
- 3) Inaugural Meeting – Monday, December 3, 2018
- 4) Emergency Control Group – Tuesday, November 13, 2018
- 5) Warden's Banquet – Saturday, November 13, 2018 – Glencoe
- 6) OGRA – Housing Opens Tuesday, November 6, 2018 at 10:00 am

Recommended Reading

- 1) CC-1 AMO – Policy Update Cannabis Retail Legislation
- 2) CC-2 AMO – Policy Update Bill 36
- 3) CC-3 BRA – September 2018 Minutes
- 4) CC-4 Union Gas – Transportation Service Rate Notice

- 5) CC-5 AMO – Update to Bill 31
- 6) CC-6 ABCA – Board of Directors Meeting Minutes

MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon
Resolved that Council receive and file correspondence items CC-1 to CC-6.
CARRIED.

Delegations & Timed Events

7:05 PM Public Meeting

MOVED by Councillor MacKinnon
SECONDED by Councillor Hendrikx
Resolved that the public meeting to hear Zoning By-law Amendment Application ZBA13-2018 (John & Jean Milligan, 4121 Crathie Drive), and ZBA14-2018 (Hugh and Andrea MacKellar, 24042 Dundonald Road) be opened at 7:05 pm. CARRIED.

Zoning By-law Amendment ZBA13-2018
John & Jean Milligan, 4121 Crathie Drive
Authorized Agent: Ken Milligan

Ken Milligan was in attendance for the meeting.

Planner Erin Besch reviewed Zoning By-law Amendment Application ZBA13-2018 to rezone the severed parcel created through Consent B07-2018 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 B07-2018 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 ZBA13-2018 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.

Ken Milligan 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 ZBA14-2018
Hugh and Andrea MacKellar, 24042 Dundonald Road

Hugh MacKellar was in attendance for the meeting.

Planner Erin Besch reviewed Zoning By-law Amendment Application ZBA14-2018 to rezone the severed parcel created through Consent B23-2017 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 B23-2017 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 ZBA14-2018 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.

Hugh MacKellar thanked CAO/Treasurer Cathy Case and Planner Erin Besch for their assistance during the application process.

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

MOVED by Councillor Hendrikx

SECONDED by Councillor Sanders

Resolved that the public meeting to hear Zoning By-law Amendment Application ZBA13-2018 (John & Jean Milligan, 4121 Crathie Drive), and ZBA14-2018 (Hugh and Andrea MacKellar, 24042 Dundonald Road) be closed at 7:10 pm. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Sanders

Resolved that Council approve the application for Zoning By-law Amendment ZBA13-2018 for 4121 Crathie Drive to amend the zoning of a portion of the severed parcel created through Consent B07-2018 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 B07-2018 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 ZBA14-2018 for 24042 Dundonald Road to amend the zoning of a portion of the severed parcel created through Consent B23-2017 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 B23-2017 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.

7:15 PM COMMITTEE OF ADJUSTMENT

**MOVED by Councillor MacKinnon
SECONDED by Councillor Hendrikx
Resolved that Council convene as the Committee of Adjustment for the purpose of hearing Minor Variance Application A03-2018 (Adrian & Jenny Rose, 8 Evergreen Court) at 7:20 pm. CARRIED.**

Minor Variance A03-2018
Adrian & Jenny Rose, 8 Evergreen Court

Adrian Rose was in attendance for the meeting.

Planner Erin Besch reviewed application for Minor Variance A03-2018 to seek relief from the Township of Adelaide Metcalfe Comprehensive Zoning By-law No 34-2007 as it relates to the height of an accessory building. Applicant is seeking permission to construct an accessory building with a maximum height of 6.1 m (20 ft), whereas the maximum height is 5 m in the by-law.

Through Planner Erin Besch's report, it has been recommended that Minor Variance A03-2018 be approved as the application is considered minor in nature; provides an appropriate use of the land; maintains the general intent and purpose of the Township of Adelaide Metcalfe Official Plan; and maintains the general intent and purpose of the Township of Adelaide Metcalfe Zoning By-law.

Adrian Rose had no comment. There was no comment from members of the public in attendance. There were no comments from the Committee of Adjustment.

**MOVED by Councillor Hendrikx
SECONDED by Deputy Mayor Stokman
Resolved that Application for Minor Variance A03-2018 filed by Adrian & Jenny Rose for relief from Section 5.1.3 of the Zoning By-law to permit the construction of an accessory building with a maximum height of 6.1 m (20 ft) from grade to peak be granted following to the subject condition:**

- 1. That the subject accessory building include eaves troughs along the lengths of the building's fascia and any related downspout be directed away from any neighbouring property to the satisfaction of the Township's Chief Building Official. CARRIED.**

MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon
Resolved that the Committee of Adjustment be closed at 7:26 pm and Council reconvene in regular session. CARRIED.

Staff Reports

Public Works Manager Jeff Little presented his reports to Council.

- 1) PWM-1 Melwood Drive Speed Report

MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon
Resolved that Council approve the creation of a 60 km speed zone on Melwood Drive starting at Kerwood Road easterly for a distance of 1000 metres and that warning signs of horseback riding on the road be posted at various intervals in advance of and within the reduced speed zone. CARRIED.

- 2) PWM-2 Pike Road Speed Reduction

MOVED by Councillor Hendrikx
SECONDED by Councillor Sanders
Resolved that Council approve a reduction in speed on Pike Road from the current 80 km/h to 50 km/h in the section of Pike Road from the CN Railway tracks north past the intersection of Healy Avenue to include the residential lot located at 28030 Pike Road. CARRIED.

MOVED by Deputy Mayor Stokman
SECONDED by Councillor Hendrikx
Resolved that Council direct the Clerk to prepare a speed limit by-law that includes the reduction on Pike Road and Melwood Drive. CARRIED.

Public Works Manager Jeff Little advised Council that the Walkers Drive project is approximately four (4) weeks from being completed due to wet weather and that top soil and grass seeding would not take place this year.

Public Works Manager Jeff Little advised Council that roadside grass cutting was complete and grading the shoulder of the roadways was close to be completed.

Clerk Jennifer Turk presented her report to Council

- 3) C-1 Cannabis Update October 2018

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Stokman

Resolved that Council accept the Legalization of Cannabis – Update Report as presented by the Clerk and that the Clerk be directed to continue to monitor the reports and media releases as they come available from the Federal and Provincial Governments to keep Council up to date on the progress moving forward to October 17, 2018 implementation date. CARRIED.

CAO/Treasurer Cathy Case presented her reports to Council.

4) CAOTR-1 Invoice Payment Approval – September 13 to October 4, 2018

MOVED by Councillor Hendrikx

SECONDED by Councillor MacKinnon

Resolved that the accounts listing for the period September 12 to October 4, 2018 in the amount of \$1,977,534.63 be approved. CARRIED.

5) CAOTR-2 Provincial Groundwater Monitoring Network Landowners Agreement

MOVED by Councillor MacKinnon

SECONDED by Councillor Hendrikx

Resolved that Council approve the Landowners Agreement with the St. Clair Region Conservation Authority and that the Mayor and Clerk be authorized to sign the agreement. CARRIED.

6) CAOTR-3 Site Plan Control and Development Agreement – 28610 Centre Road

MOVED by Councillor Sanders

SECONDED by Councillor MacKinnon

Resolved that Council accept the requirements for security as set at 25% of the estimated internal works and facilities for the development at 28610 Centre Road. CARRIED.

7) CAOTR-4 Township Signage – Mar for Mayors

MOVED by Councillor Sanders

SECONDED by Councillor Hendrikx

Resolved that Council approve Cedar Signs to draft Township signage, for Council approval. CARRIED.

8) CAOTR-5 Financial Report Including September Payroll

Councillor Hendrikx inquired if all Township roadways had a traffic count completed on them. Public Works Manager Jeff Little advised Council that all rural roadways were completed except Newell Road. No urban roadways were counted. A report outlining the traffic counts will be presented to Council.

**MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Stokman
Resolved that Council accept the Financial Report including September 2018
Payroll as presented by the CAO/Treasurer. CARRIED.**

Other Business

Councillor Hendrikx inquired about a report pertaining to the wheelie garbage bin system. CAO/Treasurer Cathy Case advised Council that information was still being collected and a report would come to Council.

Councillor MacKinnon inquired about the Request for Proposal for Kerwood Park. CAO/Treasurer Cathy Case advised Council that the RFP was submitted to engineering firms with a report coming back to Council at the November 5 Council meeting.

Councillor MacKinnon inquired about a report regarding the loudness of train whistles. CAO/Treasurer Cathy Case advised Council that a report had already been to Council that indicated the crossings were in compliance regarding today's standards, however there are new standards coming in 2019.

Councillor MacKinnon inquired about the Downtown Revitalization Funding Program. CAO/Treasurer Cathy Case advised Council that a report was coming to Council at the November 5 Council meeting.

Councillor MacKinnon inquired about a drainage issue pertaining to her neighbour and asked staff to investigate.

Councillor MacKinnon inquired about possible expansion to the parking lot at the corner of Centre Road and Egremont Drive. Mayor Smith advised that this is a County issue.

Councillor MacKinnon inquired about the Financial Assistant position. CAO/Treasurer Cathy Case advised Council that Jessica Buttery was hired and has started the position today.

Deputy Mayor Stokman advised Council that a resident had expressed frustration to him with the Parks & Recreation Committee. Mayor Smith advised Council that the plan for Kerwood Park would have to be approved by Council. Deputy Mayor Stokman noted no report has come to Council to date from the Parks & Recreation Committee for Council. Councillor Sanders inquired whether the Request for Proposal was out for tender. CAO/Treasurer Cathy Case advised Council that the RFP for Kerwood Park was out at engineering firms awaiting for response which Council would receive at the November 5 Council meeting.

Mayor Smith gave an update to County Council meeting that took place October 9, 2018:

- Review of Public Health Services in Middlesex County. Fourteen (14) Council members responded to London-Middlesex Health Unit survey which is 29% feedback.
- Livestock Emergency Preparedness – presentation on livestock emergencies
- eGenda Intellectual Property Transfer Agreement. County of Middlesex agreed to purchase the application for future agendas.
- Fire Dispatch Agreement with Strathroy-Caradoc Police Services
- Transportation Policies regarding dedication for county road widening to be the responsibility of both parties (the severed and retained parcel owners)

By-laws

MOVED by Councillor MacKinnon

SECONDED by Councillor Sanders

Resolved that first and second readings be given to:

By-law No. 53 of 2018 – Zoning By-law Amendment ZBA14-2018 MacKellar

And that the by-law be signed by the Mayor and Clerk. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Hendrikx

Resolved that all three readings be given to:

By-law No. 52 of 2018 – Zoning By-law Amendment ZBA13-2018 Milligan

By-law No. 54 of 2018 – Confirm Council Proceedings


And that the by-law be signed by the Mayor and Clerk and have the corporate seal attached. CARRIED.

Adjournment

MOVED by Councillor Sanders

SECONDED by Councillor Hendrikx

Resolved that the meeting be adjourned at 8:20 pm. CARRIED.



Kurtis Smith, Mayor



Jennifer Turk, Clerk