

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – February 19, 2019**

Present: Mayor Kurtis Smith, Deputy Mayor Hendrikx, Councillor Clarke,
Councillor Betty Ann MacKinnon

Absent: Councillor Mike Brodie

Also Present: CAO/Treasurer Cathy Case, Clerk Jennifer Turk, Public Works
Manager Jeff Little, Chief Building Official/By-law Enforcement
Officer Jeff Denomy, Fire Chief Arend Noordhof, 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

None declared.

Minutes

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that the minutes of the February 11, 2019 Regular Meeting be approved and circulated. CARRIED.

Correspondence

- A. Upcoming Conferences/Seminars/Meetings
- 1) Regular Council Meeting - Monday, March 4, 2019
 - 2) Budget Meeting - Wednesday, March 6, 2019 @ 10:00 AM
 - 3) Regular Council Meeting - Monday, March 18, 2019
 - 4) Regular Council Meeting – Monday, April 1, 2019
 - 5) Emergency Management Committee Meeting – Tuesday, April 10, 2019 @ 10:00 AM
 - 6) Regular Council Meeting – Monday, April 15, 2019
 - 7) CC-1 Middlesex Clerk and Treasurers Association - Curling Funspiel
 - 8) CC-2 City of Stratford - Stratford Festival Invitation
- B. Recommended Reading
- 1) CC-3 ABCA February 21 2019 Annual Meeting Agenda
CC-3 ABCA December 20-Board Minutes

- 2) CC-3 ABCA GM's Report-February 21 2019
- 2) CC-4 ConnexOntario - Information for Residents

C. Action Required

- 1) CC-5 Optimist Club - Request to Waive Rental Fee

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that Council support the request from Kerwood Adelaide Metcalfe Optimist Club to waive the fee for the park rental at Kerwood Park for the Club to hold their summer soccer program for 2019. CARRIED.

- 2) CC-6 Town of Georgina - Bill 66 Resolution (*refer to Staff Report C-4*)
- 3) CC-7 Town of Orangeville - Bill 66 Resolution (*refer to Staff Report C-4*)

MOVED by Councillor Clarke

SECONDED by Deputy Mayor Hendrikx

Resolved that Council receive and file Correspondence items CC1-CC4, CC-6, and CC-7. CARRIED.

Delegations & Timed Events

7:05 PM Public Meeting

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor MacKinnon

Resolved that the public meeting to hear Zoning By-law Amendment Application Z02-2019 (Jim and Lisa de Bruyn, 2180 Egremont Drive) be opened at 7:05 pm. CARRIED.

Zoning By-law Amendment Z02-2019

Jim and Lisa de Bruyn, 2180 Egremont Drive

Jim and Lisa de Bruyn were both in attendance for the meeting.

Planner Erin Besch reviewed Zoning By-law Amendment Application Z02-2019 to rezone the severed parcel created through Consent B06-2018 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 B06-2018 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 Z02-2019 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.

Jim and Lisa de Bruyn had nothing further to add to the application.

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

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that the public meeting to hear Zoning By-law Amendment Application Z02-2019 (Jim and Lisa de Bruyn, 2180 Egremont Drive) be closed at 7:08 pm. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that Council approve the application for Zoning By-law Amendment Z02-2019 for 2180 Egremont Drive to amend the zoning of a portion of the severed parcel created through Consent B06-2018 from General Agriculture (A) Zone to Surplus Dwelling (SD) Zone in order to recognize the residential use of the lands and to amend the zoning of a portion of the retained parcel created through Consent B06-2018 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.

Staff Reports

Fire Chief Arend Noordhof presented his report to Council.

- 1) FC-1 2018 Fire Department Activities

It was noted that there were discrepancies in the report presented, in the average response time of 3 minutes and 59 seconds for the ninety-four (94) call-outs for 2018, as well as the amount of staff hours for certain types of responses.

MOVED by Councillor Clarke

SECONDED by Deputy Mayor Hendrikx

Resolved that Council receive the Fire Department 2018 Activity Report as prepared by the Fire Chief. CARRIED.

Chief Building Official/By-law Enforcement Officer Jeff Denomy presented his reports to Council.

- 2) CBO-1 Permit List-Jan 1 to Feb 14 2019 Report

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor MacKinnon
Resolved that Council accept the Building Permits Issued Report as submitted by the Chief Building Official. CARRIED.

- 3) CBO-2 2018 Kerwood WWTP Report
CBO-2 2018 Kerwood WWTP Annual Report

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor MacKinnon
Resolved that Council accept the Kerwood Treatment Plant Annual Reporting Report as presented by the Chief Building Official. CARRIED.

MOVED by Councillor Clarke
SECONDED by Deputy Mayor Hendrikx
Resolved that Council accept the Kerwood Sewage Treatment Site 2018 Annual Report dated January 17, 2019 as submitted. CARRIED.

Public Works Manager Jeff Little presented his report to Council.

- 4) PWM-1 Relief from Load Restriction Policy Report

Deputy Mayor Hendrikx inquired where farmers in the Township could find the exemptions for load restrictions. Public Works Manager Jeff Little advised Council that the exemptions could be found in the Highway Traffic Act.

Councillor Clarke inquired about full recourse for road damage from someone who has been granted an exemption, whose deposit does not cover the repair work. Public Works Manager Jeff Little advised Council that if this happened, recourse would be to seek legal advice and proceed from there. CAO/Treasurer Cathy Case also advised Council that there would be a clause on the permit application, where the applicant would be responsible for all costs over and above the deposit fee.

Mayor Smith inquired if the Township had an application. CAO/Treasurer Cathy Case advised Council that there would be once the Schedule 'B' – Relief to Load Restriction Policy was approved by Council. The application will appear as another schedule to the by-law or policy.

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor Clarke
Resolved that Council approve the Relief of Load Restriction Policy as presented by the Public Works Manager. CARRIED.

MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Hendrikx
Resolved that Council direct the Clerk to update By-law # 6 of 2019 (Reduced Load Restriction) to include Schedule 'B' Relief of Load Restriction Policy.
CARRIED.

Clerk Jennifer Turk presented her reports to Council.

5) C-1 Indemnification By-law Update

MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Hendrikx
Resolved that Council adopt the Indemnification By-law as presented by the Clerk. CARRIED.

6) C-2 Smoking By-law Report

MOVED by Councillor Clarke
SECONDED by Councillor MacKinnon
Resolved that Council receive the Smoking By-law Staff Report as presented by the Clerk; and that the draft by-law come back to the next Council meeting for comment and discussion. CARRIED.

7) C-3 Tree Canopy Policy
C-3 Tree Canopy Policy Attach 1

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor MacKinnon
Resolved that Council approve the Protection and Enhancement of Tree Canopy and Natural Vegetation Policy as presented by the Clerk. CARRIED.

8) C-4 Bill 66 Restoring Ontario's Competitiveness Information Report

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor Clarke
Resolved that Council receive Open For Business – Bill 66 Restoring Ontario's Competitiveness Staff Report as presented by the Clerk for information purposes.
CARRIED.

9) C-5 Council Staff Relations Policy Report
C-5 Council Staff Relations Policy

MOVED by Councillor MacKinnon
SECONDED by Councillor Clarke
Resolved that Council approve the Council-Staff Relations Policy as presented by the Clerk in order to be compliant with Bill 68; and that the appropriate bylaw be approved by Council. CARRIED.

CAO/Treasurer Cathy Case presented her reports to Council.

- 10) CAOTR-1 Invoice Payment Approval
CAOTR-1 Invoice Payment Listing-Feb 8 to Feb 14 2019

MOVED by Councillor Clarke
SECONDED by Councillor MacKinnon
Resolved that Council approve the accounts listing for the period February 8, 2019 to February 14, 2019 in the amount of \$279,410.26 as presented. CARRIED.

- 11) CAOTR-2 Grass Cutting Trimming Tender Report
CAOTR-2 DRAFT Grass Cutting Tender

Councillor MacKinnon inquired about breaking down the listing of the properties to be cut by public properties versus cemeteries. CAO/Treasurer Cathy Case advised Council that as discussed, breaking the tender into fragments may result in no interest for the small pieces.

Deputy Mayor Hendrikx inquired about the need to have the grass cut at the cemeteries once per week. CAO/Treasurer Cathy Case advised Council that the Township as a duty to maintain the cemeteries, both active and inactive.

Mayor Smith inquired if comments were received from Councillor Brodie. CAO/Treasurer Cathy Case advised Council that no comments were received by Councillor Brodie regarding the report or tender.

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor Clarke
Resolved that Council receive the Grass Cutting and Trimming Report as prepared by the CAO/Treasurer. CARRIED.

MOVED by Councillor Clarke
SECONDED by Deputy Mayor Hendrikx
Resolved that Council approve the Grass Cutting and Trimming Tender document as submitted by the CAO/Treasurer, as amended by Council. CARRIED.

Other Business

Councillor Clarke inquired when to have items to the Clerk for the agenda from Council. CAO/Treasurer Cathy Case advised Council to have agenda items to the Clerk, by the Tuesday before the Council meeting.

Councillor MacKinnon inquired into drain maintenance status. CAO/Treasurer Cathy Case advised that by-laws for construction costs will be on the next agenda and that maintenance billing is up-to-date.

Mayor Smith advised Council of the Library Board meeting he attended earlier in the day. There is a system-wide portable technology available at all 15 library branches, including:

- Cricut Explore – making cards, and scrapbooking
- Epson Rapid Photo Scanner – scan photos in minutes
- LittleBits Kit – modular electronics that snap together
- Star Wars Droid – kids can create their own Droid
- Tecre Button Maker – permanent button maker added to the Glencoe Library
- Virtual Reality Kit – virtual reality scenes using the Google Expeditions app
- M3D Micro 3D Printer – understanding the process of 3D design. Ten (10) printers have become permanent in many of the library branches
- Roland GS-24 Vinyl Cutter – creates large wall decorations and car decals
- Large Format Printer – create full-colour posters up to 24” wide

Mayor Smith also noted that the above noted technology is currently free of charge to patrons, however fees will be reviewed in about one (1) year and evaluated on usage.

Mayor Smith advised Council of the County Council meeting that took place earlier in the day. Items discussed were:

- Presentation from Middlesex County Fire Dispatch – Fire Dispatch is currently provided by the Strathroy-Caradoc Police Services. Presentation included 2018 calls for service.
- Report from Durk Vanderwerff, director of Planning regarding an appeal to Lucan Biddulph regarding Consent Application No. B5-2018. County is not appealing.
- Building Official Services for lower tier municipalities in Middlesex County through the County is not moving forward.
- Middlesex County Fire Inspection Services – Transferring fire inspection services to the County of Middlesex.
- County Tax Ratios – County Council to make a future decision with the agricultural class tax ratio.
- SCOR (South Central Ontario Region) - County of Middlesex is remaining in the five (5) County partnership for the year.

By-laws

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that all three readings be given to:

By-law No. 15 of 2019 – Zoning By-law Amendment Z02-2019 - DeBruyn

By-law No. 16 of 2019 – Indemnification By-law

By-law No. 17 of 2019 – Tree Canopy Policy

By-law No. 18 of 2019 – Council-Staff Relations Policy

By-law No. 19 of 2019 – Confirm Council Proceedings

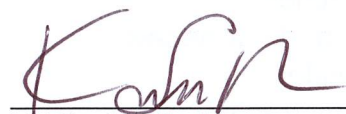
And that the by-laws be signed by the Mayor and Clerk and have the corporate seal attached. CARRIED.

Adjournment

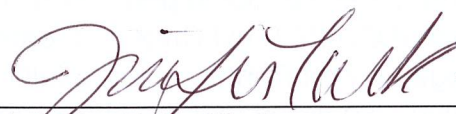
MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor MacKinnon

Resolved that the meeting be adjourned at 8:11 pm. CARRIED.



Kurtis Smith, Mayor



Jennifer Turk, Clerk