

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – March 18, 2019**

Present: Mayor Kurtis Smith, Councillor Clarke, Councillor Brodie, Councillor Betty Ann MacKinnon

Absent: Deputy Mayor 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

Councillor MacKinnon declared a pecuniary interest relating to Zoning By-law Amendment Application Z03-2019, Donald and Katherine Denning, Part of Lot 16, Concession 4, as the solicitor attending for the consent application is her employer.

Mayor Smith declared a pecuniary interest relating to Consent Application B06-2019, Patrick and Stephanie Sanders, 5333 Calvert Drive, as the applicant is his sister, and for Closed Session item under the Municipal Act, Section 239 (2)(a) the security of the property of the municipality or local board; (b) personal matters about an identifiable individual, including municipal or local board and employees; and (c) a proposed or pending acquisition or disposition of land by the municipality or local board, as his wife is the Secretary-Treasurer for the Napier Women's Institute.

MOVED by Councillor Brodie

SECONDED by Councillor Clarke

Resolved that Councillor MacKinnon be appointed as Chair for Committee of Adjustment Consent Application B06-2019, and Item #1 in Closed Session, due to Mayor Smith's declared pecuniary interest. CARRIED.

Minutes

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that the minutes of the March 4, 2019 Regular Meeting and March 6, 2019 Budget Meeting be approved and circulated. CARRIED.

Correspondence

- A. Upcoming Conferences/Seminars/Meetings
- 1) Fire Essentials Workshop-Tuesday, March 26, 2019, Warwick
 - 2) Community Hub/2nd Draft Budget Meeting, Wednesday, March 27, 2019 at 10:00 am
 - 3) Regular Council Meeting - Monday, April 1, 2019
 - 4) Emergency Management Program Committee – Tuesday, April 10, 2019 at 10:00 am
 - 5) Regular Council Meeting - Monday, April 15, 2019
 - 6) Regular Council Meeting - Monday, May 6, 2019
 - 7) Regular Council Meeting – Tuesday, May 21, 2019
 - 8) CC-1 Teeny Tiny Summit - April 10, 2019 Thorndale Ontario
- B. Recommended Reading
- 1) CC-2 SCRCA - Sydenham River Phosphorus Management Plan – Update
 - 2) CC-3 MOI - Update from Minister Monte McNaughton
- C. Action Required
- 1) CC-4 Request of Funds - Adelaide WG MacDonald Home and School

MOVED by Councillor MacKinnon
SECONDED by Councillor Brodie
Resolved that Council defer CC-4 Request of Funds – Adelaide W. G. MacDonald Home and School to budget deliberations. CARRIED.

MOVED by Councillor Brodie
SECONDED by Councillor Clarke
Resolved that Council receive and file Correspondence items CC1-CC3. CARRIED.

Delegations & Timed Events

7:05 PM Public Meeting

MOVED by Councillor Clarke
SECONDED by Councillor Brodie
Resolved that the public meeting to hear Zoning By-law Amendment Application Z03-2019 (Don & Katherine Denning, Part Lot 16, Concession 4, Calvert Drive), and Z04-2019 (Dashwood Industries c/o Scott Swallows, 28648 Centre Road) be opened at 7:05 pm. CARRIED.

Councillor MacKinnon reiterated her pecuniary interest and left Council Chambers.

Zoning By-law Amendment Z03-2019

Don and Katherine Denning, Part Lot 16, Concession 4, Calvert Drive

Don Denning and Joseph Hentz were both in attendance for the meeting.

Planner Erin Besch reviewed Zoning By-law Amendment Application Z03-2019 to rezone the subject lands from the 'General Agriculture (A) Zone' to the 'Hamlet Residential (HR) Zone' to recognize the future residential use of the vacant subject lands.

Through Planner Erin Besch's report, it has been recommended that Zoning By-law Amendment Z03-2019 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.

Don Denning and Joseph Hentz had nothing further to add to the application.

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

Councillor MacKinnon returned to her seat at the Council table.

Zoning By-law Amendment Z04-2019

Dashwood Industries Inc. c/o Scott Swallows, 28648 Centre Road

Hannah Shirliff, Planner, Monteith Brown Planning Consultants represented the applicant.

Planner Erin Besch reviewed Zoning By-law Amendment Application Z04-2019 to rezone the lands from the 'Corridor Commercial (CC) Zone' to a site-specific 'Corridor Commercial (CC-7) Zone' to add 'Light Industrial' to the list of permitted uses. The effect of the proposal is to allow for the manufacturing of windows and doors within the existing building, which is not permitted under the current zoning.

Through Planner Erin Besch's report, it has been recommended that Zoning By-law Amendment Z04-2019 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.

Hannah Shirliff 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 Brodie

SECONDED by Councillor Clarke

Resolved that the public meeting to hear Zoning By-law Amendment Application Z03-2019 (Don & Katherine Denning, Part Lot 16, Concession 4, Calvert Drive), and Z04-2019 (Dashwood Industries c/o Scott Swallows, 28648 Centre Road) be closed at 7:12 pm. CARRIED.

MOVED by Councillor Clarke

SECONDED by Councillor Brodie

Resolved that Council approve the application for Zoning By-law Amendment Z03-2019 for Part Lot 16, Concession 4, Calvert Drive to amend the zoning of a portion of the severed parcel created through Consent B03-2019 from General Agriculture (A) Zone to Hamlet Residential (HR) Zone in order to recognize the future residential use of the vacant subject 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 Clarke

Resolved that Council approve the application for Zoning By-law Amendment Z04-2019 for 28648 Centre Road to rezone the lands from the Corridor Commercial (CC) Zone to a site-specific Corridor Commercial (CC-7) Zone to add light industrial to the list of permitted uses and that Council proceed with all three (3) readings and that the Mayor and Clerk be authorized to sign the by-law and the corporate seal be attached. CARRIED.

7:30 PM

Committee of Adjustment

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council convene as the Committee of Adjustment for the purpose of hearing Minor Variance Application A02-2019 (Calvin Elliott, Beverly Elliott, Mary Lynn Elliott, 476 Second Street), A03-2019 (Anne Wolf, 14 Grogast Court), B04-2019 (Fred & Lois Evans, and Lorne Benedict, 1472 Cuddy Drive), B05-2019 (Lymarikx Farms Ltd. & Carrie Lynn Hendrikx, 30229 Centre Road), and B06-2019 (Patrick & Stephanie Sanders, 5333 Calvert Drive) at 7:30 pm. CARRIED.

Minor Variance Application A02-2019

Calvin Elliott, Beverly Elliott, Mary Lynn Elliott, 476 Second Street

Beverly Elliott was in attendance for the application.

Planner Erin Besch reviewed application for Minor Variance A02-2019 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, as well as the location of an accessory building. Applicant is seeking permission to construct an accessory building with a maximum height of 5.79 m (19 ft), whereas the maximum height is 5 m in the by-law. The applicant is also seeking permission for the construction of an accessory building in the front yard of the subject property, whereas an accessory building may only be located in a rear yard or side yard.

Through the Planner's report, it has been recommended that Minor Variance A02-2019 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.

Beverly Elliott had nothing further to add to the application.

There was no comment from members of the public in attendance. Council had no questions or concerns.

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that Application for Minor Variance A02-2019 filed by Calvin Elliott, Beverly Elliott, and Mary Lynn Elliott for relief from Section 5.1.2 of the Zoning By-law to permit the construction of an accessory building in the front yard of the subject property and Section 5.1.3 of the Zoning By-law to permit the construction of an accessory building with a maximum height of 5.79 m (19 ft), be granted, subject to the following conditions:

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

Minor Variance Application A03-2019

Anne Wolf, Agent: Keith Blackwell, 14 Grogast Court

There was no representatives in attendance for the application.

Planner Erin Besch reviewed application for Minor Variance A03-2019 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, as well as the location of an accessory building. Applicant is seeking permission to construct an accessory building with a maximum height of 8 m (26.25 ft), whereas the maximum height is 5 m in the by-law.

Through the Planner's report, it has been recommended that Minor Variance A03-2019 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.

There was no comment from members of the public in attendance. Councillor Clarke inquired what the intent of the accessory building was, as she noted that Keith Blackwell is a professional photographer. Planner Erin Besch advised the committee that she has no concerns with the intent of the use of the accessory building.

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that Application for Minor Variance A03-2019 filed by Anne Wolf, 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 8m (26.25 ft) from grade to peak, be granted, subject to the following conditions:

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

Consent Application B04-2019

Fred & Lois Anne Evans, Agent: Lorne Benedict, 1472 Cuddy Drive

Fred Evans and Lorne Benedict were both in attendance for the application.

Planner Erin Besch reviewed application for Consent B04-2019 to permit the severance of surplus farmland from a dwelling, facilitating the creation of a new lot as a result of farm consolidation. This application can be considered a "reverse" surplus farm dwelling severance.

Through Planner Erin Besch's report, it has been recommended that Consent B04-2019 be approved subject to conditions 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, subject to Condition 5, the requirements of the Township of Adelaide Metcalfe Zoning By-law would be satisfied.

Fred Evans noted that the horse is removed and that the border will have to find a new home. Fred also advised the committee that he is contemplating on whether to demolish or keep the barn.

Bonny Conkey from the gallery inquired about the width of the easement between her farm and the farmland being severed. Planner Erin Besch advised that this is not an easement, but rather an entrance onto the severed farmland, and the width would be confirmed through a survey.

Councillor Clarke inquired about the need of condition #12, regarding water supply. Planner Erin Besch advised the committee that this is a standard condition and is needed to ensure that new lots are not being created without services.

Councillor Clarke advised the committee that it's unfortunate to have a condition to de-commission barns for 1 or 2 animals. Planner Erin Besch advised the committee that this is governed by the Province through the Provincial Policy Statement.

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that Application for Consent B04-2019, submitted under Section 53 of the Planning Act, to permit the severance of a residence from a farm parcel, facilitating the creation of a new lot to dispose of a residence surplus to a farming operation as a result of consolidation, at 1472 Cuddy Drive be granted subject to the following conditions:

- 1) That the Certificate of Consent under Section 53(42) of the Planning Act shall be given within one year of the date of the notice of the decision. The request for the Certificate of Consent shall be accompanied by a written submission that details how each of the conditions of consent has been fulfilled.**
- 2) That the applicant's solicitor submits an undertaking in a form satisfactory to the Secretary-Treasurer of the Committee of Adjustment to register an electronic transfer of title exactly consistent with the Acknowledgement and Direction executed by the applicants and the decision of the Committee of Adjustment.**
- 3) That the lands to be conveyed be transferred to Bencrest Farms Inc. to ensure the consolidation with their farming operation.**
- 4) That any outstanding property taxes for the severed and retained lots of Consent B04-2019 be paid in full.**
- 5) That a preliminary survey showing the lands being severed, any required land dedication, and the location of all buildings and structures including their setbacks from the property lines and the location of the private water well and septic system be submitted to the satisfaction of the Township prior to being deposited at the Land Registry Office.**
- 6) That two paper copies and one digital copy of the reference plan be submitted to the satisfaction of the Township.**
- 7) That a Zoning By-law Amendment that recognizes the residential use of the retained lot of Consent B04-2019 and prohibits new dwellings on the severed lot of Consent B04-2019 be in full force and effect.**
- 8) That the existing accessory buildings on the retained lands be inspected by a qualified professional and the inspection report be provided to the Township for determination of structural adequacy and/or identification of any remedial works that may be required to bring the existing buildings into conformity with the minimum construction standards for a residential accessory building, or be removed to the satisfaction of the Township.**

- 9) That a change of use permit be issued for the barn on the retained lands that identifies the building be used for storage purposes only and prohibit livestock.
- 10) That unless replaced, the existing septic system is to be inspected by a qualified septic installer and the inspection report be provided to the Township for determination as to any replacement or remedial works that may be required. The qualified septic installer shall also confirm the location of the existing septic system and confirm that the clearance distance from the septic system to the well is adequate.
- 11) That the habitability of the single detached dwelling be confirmed to the satisfaction of the Township.
- 12) That an adequate and potable water supply be demonstrated to exist to the satisfaction of the Township.
- 13) That drain assessment schedules be revised in accordance with the Drainage Act, as amended, to be commissioned and paid for by the owners, to the satisfaction of the Township.
- 14) That independent accesses to the lands to be severed and the lands to be retained are provided, to the satisfaction of the Township.
- 15) That the owner enter into a severance agreement with the Township in order to advise future owners of the severed lot of Consent B04-2019 of normal farm practices occurring in the area as outlined in the Farming and Food Production Protection Act, 1998, as amended.

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 subject to Condition 7, the requirements of the Township of Adelaide Metcalfe Zoning By-law are satisfied. **CARRIED.**

Consent Application B05-2019

Lymarikx Farms Ltd. and Carrie Lynn Hendrikx, 30229 Centre Road

Daniel Hendrikx was in attendance for the application.

Planner Erin Besch reviewed application for Consent B05-2019 to permit the severance of a residence from a farm parcel, facilitating the creation of a new lot to dispose of a residence surplus to a farming operation as a result of consolidation.

Through Planner Erin Besch's report, it has been recommended that Consent B05-2019 be approved subject to conditions 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, subject to Condition 5, the requirements of the Township of Adelaide Metcalfe Zoning By-law would be satisfied.

Daniel Hendrikx had nothing further to add to the application.

There was no comment from members of the public in attendance. The Committee of Adjustment had no questions or concerns.

MOVED by Councillor Clarke

SECONDED by Councillor Brodie

Resolved that Application for Consent B05-2019, submitted under Section 53 of the Planning Act, to permit the severance of a residence from a farm parcel, facilitating the creation of a new lot to dispose of a residence surplus to a farming operation as a result of consolidation, at 30229 Centre Road be granted subject to the following conditions:

- 1) That the Certificate of Consent under Section 53(42) of the Planning Act shall be given within one year of the date of the notice of the decision. The request for the Certificate of Consent shall be accompanied by a written submission that details how each of the conditions of consent has been fulfilled.**
- 2) That the applicant's solicitor submits an undertaking in a form satisfactory to the Secretary-Treasurer of the Committee of Adjustment to register an electronic transfer of title exactly consistent with the Acknowledgement and Direction executed by the applicants and the decision of the Committee of Adjustment.**
- 3) That any outstanding property taxes for the severed and retained lots of Consent B05-2019 be paid in full.**
- 4) That the applicant establish a permanent easement over the lands to be retained in favour of the lands to be severed to facilitate access to the existing private water well.**
- 5) That a preliminary survey showing the lands being severed, any required land dedication, and the location of all buildings and structures including their setbacks from the property lines and the location of the private water well and septic system be submitted to the satisfaction of the Township prior to being deposited at the Land Registry Office.**
- 6) That two paper copies and one digital copy of the reference plan be submitted to the satisfaction of the Township.**
- 7) That, if required, the owner provide road widening dedications for the lot to be retained and the lot to be severed to the County of Middlesex of up to 18 metres from the centerline of Centre Road (County Road 81) to the satisfaction of the County Engineer.**
- 8) That a Zoning By-law Amendment that recognizes the residential use of the severed lot of Consent B05-2019 and prohibits new dwellings on the retained lot of Consent B05-2019 be in full force and effect.**
- 9) That unless replaced, the existing septic system is to be inspected by a qualified septic installer and the inspection report be provided to the Township for determination as to any replacement or remedial works that may be required. The qualified septic installer shall also confirm the location of the existing septic system and confirm that the clearance distance from the septic system to the well is adequate.**
- 10) That the habitability of the single detached dwelling be confirmed to the satisfaction of the Township.**
- 11) That an adequate and potable water supply be demonstrated to exist to the satisfaction of the Township.**

- 12) That drain assessment schedules be revised in accordance with the Drainage Act, as amended, to be commissioned and paid for by the owners, to the satisfaction of the Township.
- 13) That independent accesses to the lands to be severed and the lands to be retained are provided, to the satisfaction of the County of Middlesex.
- 14) That the owner enter into a severance agreement with the Township in order to advise future owners of the severed lot of Consent B05-2019 of normal farm practices occurring in the area as outlined in the Farming and Food Production Protection Act, 1998, as amended.

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 subject to Condition 8, the requirements of the Township of Adelaide Metcalfe Zoning By-law are satisfied. **CARRIED.**

Consent Application B06-2019

Patrick & Stephanie Sanders, 5333 Calvert Drive

Mayor Smith reiterated his pecuniary interest and left Council Chambers.

Patrick and Stephanie Sanders were both in attendance for the application.

Planner Erin Besch reviewed application for Consent B06-2019 to permit the severance of a residence from a farm parcel, facilitating the creation of a new lot to dispose of a residence surplus to a farming operation as a result of consolidation.

Through Planner Erin Besch's report, it has been recommended that Consent B06-2019 be approved subject to conditions 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, subject to Condition 6, the requirements of the Township of Adelaide Metcalfe Zoning By-law would be satisfied.

Stephanie Sanders inquired about condition #5, revising the area of the lot to be severed to be approximately 0.39 ha with a frontage of approximately 52 m. The Committee of Adjustment had no issues with the application as it was originally submitted. Condition #5 was removed from the list of conditions for Consent Application B06-2019.

There was no comment from members of the public in attendance.

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that Application for Consent B06-2019, submitted under Section 53 of the Planning Act, to permit the severance of a residence from a farm parcel, facilitating the creation of a new lot to dispose of a residence surplus to a farming operation as a result of consolidation, at 5333 Calvert Drive be granted subject to the following conditions:

- 1) That the Certificate of Consent under Section 53(42) of the Planning Act shall be given within one year of the date of the notice of the decision. The request for the Certificate of Consent shall be accompanied by a written submission that details how each of the conditions of consent has been fulfilled.
- 2) That the applicant's solicitor submits an undertaking in a form satisfactory to the Secretary-Treasurer of the Committee of Adjustment to register an electronic transfer of title exactly consistent with the Acknowledgement and Direction executed by the applicants and the decision of the Committee of Adjustment.
- 3) That any outstanding property taxes for the severed and retained lots of Consent B06-2019 be paid in full.
- 4) That, if required, the owner provide road widening dedications to the County of Middlesex of up to 15 metres from the centerline of Calvert Drive (County Road 10) to the satisfaction of the County Engineer.
- 5) That a preliminary survey showing the lands being severed, any required land dedication, and the location of all buildings and structures including their setbacks from the property lines and the location of the private water well and septic system be submitted to the satisfaction of the Township prior to being deposited at the Land Registry Office.
- 6) That two paper copies and one digital copy of the reference plan be submitted to the satisfaction of the Township.
- 7) That a Zoning By-law Amendment that recognizes the residential use of the retained lot of Consent B06-2019 and prohibits new dwellings on the severed lot of Consent B06-2019 be in full force and effect.
- 8) That the existing accessory buildings on the severed lands be inspected by a qualified professional and the inspection report be provided to the Township for determination of structural adequacy and/or identification of any remedial works that may be required to bring the existing buildings into conformity with the minimum construction standards for a residential accessory building, or be removed to the satisfaction of the Township.
- 9) That the barns on the retained lands be demolished and the debris removed from the property to the satisfaction of the Township.
- 10) That the concrete silo on the retained lands be demolished and the debris removed from the property to the satisfaction of the Township.
- 11) That unless replaced, the existing septic system is to be inspected by a qualified septic installer and the inspection report be provided to the Township for determination as to any replacement or remedial works that may be required. The qualified septic installer shall also confirm the location of the existing septic system and confirm that the clearance distance from the septic system to the well is adequate.
- 12) That the habitability of the single detached dwelling be confirmed to the satisfaction of the Township.
- 13) That an adequate and potable water supply be demonstrated to exist to the satisfaction of the Township.

- 14) That drain assessment schedules be revised in accordance with the Drainage Act, as amended, to be commissioned and paid for by the owners, to the satisfaction of the Township.
- 15) That independent accesses to the lands to be severed and the lands to be retained are provided, to the satisfaction of the Township.
- 16) That the owner enter into a severance agreement with the Township in order to advise future owners of the severed lot of Consent B06-2019 of normal farm practices occurring in the area as outlined in the Farming and Food Production Protection Act, 1998, as amended.

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 subject to Condition 7, the requirements of the Township of Adelaide Metcalfe Zoning By-law are satisfied. CARRIED.

Mayor Smith returned to chair the meeting.

MOVED by Councillor Brodie

SECONDED by Councillor MacKinnon

Resolved that the Committee of Adjustment be closed at 8:22 p.m. and Council reconvene in regular session. CARRIED.

Staff Reports

Public Works Manager Jeff Little presented his reports to Council.

- 1) PWM-1 Seed Road Overpass Closure

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council receive the Seed Road Overpass Closure Report as presented by the Public Works Manager. CARRIED.

- 2) PWM-2 Pre Budget Approval Tendering

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that Council approve the Pre Budget Approval Tender Report as presented by the Public Works Manager. CARRIED.

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that Council direct staff to tender Spring Maintenance Gravel in advance of final budget approval and that the results be incorporated into the 2019 budget. CARRIED.

MOVED by Councillor MacKinnon
SECONDED by Councillor Brodie
Resolved that Council approve the award of the 2019 dust control contract to Pollard Highway Products based on the product extension offer of \$50.00 per cubic meter plus HST as recommended by the Public Works Manager. CARRIED.

MOVED by Councillor Brodie
SECONDED by Councillor MacKinnon
Resolved that Council direct staff to tender for a Roadside Mower in advance of final budget approval and that the results be incorporated into the 2019 budget. CARRIED.

Clerk Jennifer Turk presented her report to Council.

3) C-1 Smoking By-law Update

MOVED by Councillor Brodie
SECONDED by Councillor Clarke
Resolved that Council give first, second, third and final readings to the Smoking By-law, as amended, as recommended by the Ministry. CARRIED.

4) CAOTR-1 Invoice Payment Approval Report
CAOTR-1 Invoice Payment Listing Mar1-Mar 14 2019

Councillor Clarke inquired about the invoice from Fred Galloway, inquiring when the services were requested. CAO/Treasurer Cathy Case advised Council that services were requested in 2017, and will be expensed in 2018.

MOVED by Councillor MacKinnon
SECONDED by Councillor Brodie
Resolved that Council approve the accounts listing for the period March 1, 2019 to March 14, 2019 in the amount of \$90,417.23 as presented. CARRIED.

5) CAOTR-2 Public Sector Salary Disclosure 2018

MOVED by Councillor MacKinnon
SECONDED by Councillor Clarke
Resolved that Council accept the Public Sector Salary Disclosure for 2018 Report as presented by the CAO/Treasurer. CARRIED.

6) CAOTR-3 Statement of Council Remuneration 2018
CAOTR-3 Statement of Council Remuneration 2018 Listing

MOVED by Councillor MacKinnon
SECONDED by Councillor Brodie
Resolved that Council accept the Statement of Council Remuneration 2018 Report as presented by the CAO/Treasurer. CARRIED.

7) CAOTR-4 Tender 01-2019 Grass/Weed Cutting Services

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council award the Grass/Weed Cutting Services contract for 2019 and 2020 to Mollards Groundskeeping as submitted by tender to the CAO/Treasurer, provided references are provided and accepted by the CAO/Treasurer. CARRIED.

8) CAOTR-5 Financial Report

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that Council receive the Financial Reporting including January and February Payroll as presented by the CAO/Treasurer. CARRIED.

Other Business

Clerk Jennifer Turk advised Council, that depending on the outcome of the Closed Session meeting scheduled for tonight, there may be a need for another Closed Session April 1, however, Deputy Mayor Hendrikx will not be in attendance for that meeting. Jennifer Turk also advised Council that they can make the decision tonight, on whether an earlier start time is required.

Closed Session

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council, the CAO/Treasurer, and the Clerk, move to closed session pursuant to Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees; (c) a proposed or pending acquisition or disposition of land by the municipality or local board; (d) labour relations or employee negotiations; and (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose at 8:32 pm. CARRIED.

Mayor Smith reiterated his conflict of interest as declared in open session, and left Council chambers.

MOVED by Councillor Brodie

SECONDED by Councillor Clarke

Resolved that the closed session end at 9:30 pm. CARRIED.

Mayor Smith returned to Council chambers and resumed Chair for the remainder of the meeting.

Rise and Report

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that Council Convene in Closed Session on Wednesday, March 27, 2019 at 12:30 pm to receive legal advice and review the Wage and Salary Grid.

CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that staff be directed to proceed as discussed in Closed Session.

CARRIED.

Other Business

Councillor Clarke advised Council that she received an email from a taxpayer, Mrs. Campbell in Kerwood regarding an issue with cats. Councillor Clarke advised Council that she contacted the Middlesex-London Health Unit and advised that our By-law Enforcement Officer will be receiving a phone call from the Health Unit to go have a site visit with the Health Unit to discuss the cat issue. Councillor Clarke inquired about the need of a by-law to regulate cats. CAO/Treasurer Cathy Case advised Council that the cat issue has come to Council before with no resolution. Cathy Case advised Council that she will submit a report to Council at the next meeting outlining what occurred in the past with the same issue. CAO/Treasurer Cathy Case asked Councillor Clarke for a copy of the email with the pictures in order to follow-up.

By-laws

MOVED by Councillor Clarke

SECONDED by Councillor Brodie

Resolved that first and second readings be given to:

By-law No. 29 of 2019 – Zoning By-law Amendment Z03-2019 Denning and the Mayor and Clerk be authorized to sign the by-law. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that all three readings be given to:

By-law No. 20 of 2019 – Smoking and Vapourizing By-law

By-law No. 30 of 2019 – Zoning By-law Amendment Z04-2019 Dashwood

By-law No. 31 of 2019 – SCRCA Agreement – Memorandum of Understanding

By-law No. 32 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 Councillor Clarke

SECONDED by Councillor Brodie

Resolved that the meeting be adjourned at 9:38 pm. CARRIED.



Kurtis Smith, Mayor



Jennifer Turk, Clerk