

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE  
COUNCIL MINUTES – March 4, 2019**

**Present:** Mayor Kurtis Smith, Deputy Mayor Mary Ann Hendrikx, Councillor Mike Brodie, Councillor Sue Clarke, and Councillor Betty Ann MacKinnon

**Also Present:** CAO/Treasurer Cathy Case, Clerk Jennifer Turk, and Public Works Manager Jeff Little

**Closed Session**

**MOVED by Councillor Clarke**

**SECONDED by Councillor MacKinnon**

**Resolved that Council, the CAO/Treasurer, and the Clerk, move to closed session pursuant to 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 employees; (c) a proposed or pending acquisition or disposition of land by the municipality or local board; (d) labour relations or employee negotiations; (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and Section 239 (3.1) of the Municipal Act, 2001, as amended - Educational or Training Sessions at 5:03 pm. CARRIED.**

**MOVED by Councillor Brodie**

**SECONDED by Deputy Mayor Hendrikx**

**Resolved that the closed session end at 7:10 pm and Council convene in open session. CARRIED.**

**Call to Order**

At 7:14 pm, Mayor Kurtis Smith called the meeting to order. A moment of silent reflection was observed.

**Rise and Report**

**MOVED by Councillor Brodie**

**SECONDED by Deputy Mayor Hendrikx**

**Resolved that Council direct staff to proceed as discussed in Closed Session. CARRIED.**

**MOVED by Councillor MacKinnon**

**SECONDED by Councillor Brodie**

**Resolved that Council receive the Appointment of Fence Viewers Report as presented by the Clerk; and that Council appoint Jim Redick, Mason Vye, Peter Brown, and Tim Earley as Fence Viewers for the Township, with three (3) of the four (4) required to attend a dispute upon request. CARRIED.**

### **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 declared.

### **Minutes**

**MOVED by Councillor MacKinnon**

**SECONDED by Deputy Mayor Hendrikx**

**Resolved that the Minutes of the February 19, 2019 regular meeting, be approved as circulated. CARRIED.**

### **Delegations & Timed Events**

None scheduled

### **Correspondence**

- A. Upcoming Conferences/Seminars/Meetings
1. Budget Meeting - Wednesday, March 6, 2019 @ 10:00 AM
  2. Regular Council Meeting - Monday, March 18, 2019
  3. Fire Essentials Workshop – Tuesday, March 26, 2019, Warwick, ON 8:30 AM
  4. Regular Council Meeting - Monday, April 1, 2019
  5. Emergency Management Committee Meeting – Wednesday, April 10, 2019 @ 10:00 AM
  6. Regular Council Meeting – Monday, April 15, 2019
  7. Regular Council Meeting – Monday, May 6, 2019
  8. CC-1 ABCA - Partner Appreciation Invitation
  9. CC-2 SCOR - Annual General Meeting
  10. CC-3 Courage for Freedom - #ProjectOnroute  
CC-3 Courage for Freedom - Save the Date ProjectONroute  
CC-4 SDCC - Business Breakfast - Merchandising and Window Displays  
CC-4 SDCC - Family Expo 2019  
CC-4 SDCC - Home Show 2019
- B. Recommended Reading
1. CC-5 AMO - Local Planning Appeal Support Centre
  2. CC-6 AMO - Policy Update
  3. CC-7 BRA - February 2019 Minutes  
CC-7 BRA - Recycling Program Changes
  4. CC-8 Ontario Energy Board - Notice to Customers of Enbridge Gas Inc.

5. CC-9 Ombudsman Ontario - Guides for Municipalities

C. Action Required

1. CC-10 County of Middlesex - Weed Inspector Letter 2019
2. CC-11 MCSCS - February 25 Letter  
CC-11 MCSCS - Appendix A - CSWB Planning - Frequently Asked Questions – English  
CC-11 MCSCS - Appendix B - A Shared Commitment in Ontario (Booklet 3 Version 2)\_ENG

**MOVED by Councillor MacKinnon**

**SECONDED by Deputy Mayor Hendrikx**

**Resolved that Council receive and file correspondence items CC-1 to CC-11.**

**CARRIED.**

**Staff Reports**

Public Works Manager Jeff Little presented his report to Council.

- 1) PWM-1 Disposal of Surplus Equipment

**MOVED by Deputy Mayor Hendrikx**

**SECONDED by Councillor MacKinnon**

**Resolved that Council approve the Disposal of Surplus Equipment Report as presented by the Public Works Manager. CARRIED.**

**MOVED by Councillor Clarke**

**SECONDED by Deputy Mayor Hendrikx**

**Resolved that Council deem that 1985 Case Backhoe and the 2009 Chevrolet Pickup to be surplus to the needs of the Township and that staff be directed to proceed with disposal of the surplus equipment as recommended. CARRIED.**

Public Works Manager Jeff Little advised Council of his attendance at the OGRA 2019 Conference in Toronto held at the Sheraton Convention Centre.

Clerk Jennifer Turk presented her reports to Council.

- 2) C-1 Social Media Progress Report #2 March 2019

**MOVED by Councillor Clarke**

**SECONDED by Councillor MacKinnon**

**Resolved that Council receive the Social Media – Progress Report #2 as presented by the Clerk. CARRIED.**

- 3) C-2 Smoking By-law Update  
C-2 Smoking Sign Samples

**MOVED by Councillor MacKinnon**

**SECONDED by Councillor Clarke**

**Resolved that Council give first and second reading to the Smoking By-law as presented by the Clerk; and third and final readings be given once Schedule 'A' Set Fines has been approved by the Ministry of Attorney General. CARRIED.**

- 4) CAOTR-1 Invoice Payment Approval  
CAOTR-1 Invoice Payment Listing – February 15 to February 28 2019

**MOVED by Councillor Brodie**

**SECONDED by Deputy Mayor Hendrikx**

**Resolved that the accounts listing for the period February 15, 2018 to February 28, 2019 in the amount of \$104,545.14 be approved. CARRIED.**

#### Other Business

None

#### By-laws

**MOVED by Councillor MacKinnon**

**SECONDED by Councillor Clarke**

**Resolved that first and second readings be given to:  
By-law No. 20 of 2019 – Smoking and Vapourizing By-law  
and that the by-law be signed by the Mayor and Clerk. CARRIED.**

**MOVED by Deputy Mayor Hendrikx**

**SECONDED by Councillor MacKinnon**

**Resolved that all three readings be given to:**

**By-law No. 21 of 2019 – Appoint Fence Viewers**

**By-law No. 22 of 2019 – Appoint Weed Inspector**

**By-law No. 23 of 2019 – McCallum Drain No. 1**

**By-law No. 24 of 2019 – Lenting Drain Culvert**

**By-law No. 25 of 2019 – Smolders Drain**

**By-law No. 26 of 2019 – Towers Drain**

**By-law No. 27 of 2019 – Brigham Watt Reassessment Drain**

**By-law No. 28 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 MacKinnon**

**SECONDED by Deputy Mayor Hendrikx**

**Resolved that the meeting be adjourned at 7:36 pm. CARRIED.**



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Kurtis Smith, Mayor



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Jennifer Turk, Clerk

