

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – May 6, 2019**

Present: Deputy Mayor Mary Ann Hendrikx, Councillor Mike Brodie, Councillor Sue Clarke, and Councillor Betty Ann MacKinnon, Mayor Kurtis Smith (at 7:35 pm)

Also Present: CAO/Treasurer Cathy Case, and Clerk Jennifer Turk

Call to Order

At 7:00 pm, Deputy Mayor Mary Ann Hendrikx 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.

Councillor MacKinnon declared a pecuniary interest relating to Staff Report CAOTR-2, Release of Encroachment Agreement, as the lawyer representing the party is Councillor MacKinnon's employer

Councillor Brodie declared a pecuniary interest relating to the Closed Session under Section 239 (c) a proposed or pending acquisition or disposition of land by the municipality or local board, as Councillor Brodie is one of the interested parties regarding the disposition of unopened road allowances.

Minutes

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that the Minutes of the April 9, 2019 budget meeting minutes and April 15, 2019 regular meeting minutes be approved as circulated. CARRIED.

Delegations & Timed Events

None scheduled.

Correspondence

- A. Upcoming Conferences/Seminars/Meetings
- 1) Regular Council Meeting - Tuesday, May 21, 2019
 - 2) FCM 2019 Conference – May 30 – June 2, 2019 Quebec City
 - 3) Regular Council Meeting - Monday, June 3, 2019
 - 4) Regular Council Meeting - Monday, June 17, 2019
- B. Recommended Reading
- 1) CC-1 Bluewater Recycling Assoc. - 2018 Annual Report
 - 2) CC-2 Bluewater Recycling Assoc.- April Meeting Highlights
 - 3) CC-3 MPAC 2018 Annual Report - Letter
CC-3 MPAC 2018 Annual Report
 - 4) CC-4 North Middlesex - Notice of Public Meeting
 - 5) CC-5 Solicitor General - OSPCA
 - 6) CC-6 Ontario Human Rights Commission-Harmful impact of Indigenous-themed sports logos
CC-6 Ontario Human Rights Commission-Appendix A - Dr. Steinfeldt Expert Report 2018
 - 7) CC-7 Cheryl Gallant MP - Bill C-68
 - 8) CC-8 I & R McVicar - Letter of Concern - LaSalle Agri Bio-Fertilizer Facility
- C. Action Required
- 1) CC-9 Twsp of Warwick - Conkey Drain-Branch A - Notice of Court of Revision
CC-9 Twsp of Warwick - Conkey Drain-Branch A - Provisional Bylaw

Council requested to appoint Mayor Smith to the Conkey Drain-Branch A – Court of Revision, however deferred decision on appointment until Mayor Smith was present.

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that Council appoint Deputy Mayor Hendrikx to sit on the Court of Revision for Conkey Drain-Branch A scheduled for Monday, May 27, 2019 at 4:05 pm at Warwick Community Centre. CARRIED.

- 2) CC-10 City of Brantford - Resolution - Single-Use Plastic Straws

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that Council support City of Brantford resolution regarding single-use plastic straws. CARRIED.

- 3) CC-11 Town of Minto - Resolution-OMPF Funding

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that Council support Town of Minto resolution regarding petitioning the Provincial government to complete the OMPF (Ontario Municipal Partnership Fund) review in an expeditious manner as future financial consideration ensures municipal sustainability. CARRIED.

- 4) CC-12 Optimist Club of Kerwood Adelaide Metcalfe - Request to Waive Fee

MOVED by Councillor Clarke

SECONDED by Councillor Brodie

Resolved that Council waive the Kerwood Ball Park rental fee for the Optimist Club of Kerwood Adelaide Metcalfe for the June 7-9, 2019 annual ball tournament. CARRIED.

- 5) CC-13 Optimist Club of Kerwood Adelaide Metcalfe - Request of Municipal Significance for Alcohol Permit

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that Council deems the Optimist Club of Kerwood Adelaide Metcalfe Baseball Tournament, June 7-9, 2019, to be an event of municipal and/or community significance and to advise the Alcohol and Gaming Commission of Ontario that it has no objection to this event. CARRIED.

- 6) CC-14 C Redfearn - Request of Commuter Parking Lot

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that Council accept the petition from Ms. Christine Redfearn regarding the creation of a commuter parking lot at the corner of Centre Road (Highway 81) and Egremont Drive, and staff be directed to send the petition to Chris Traini, County Engineer with the County of Middlesex as the location of the request is not Township jurisdiction. CARRIED.

- 7) CC-15 Play it Forward - Intro Letter
CC-15 Play it Forward - Letter
CC-15 Play it Forward - Application
CC-15 Play it Forward Adelaide Metcalfe Agreement

MOVED by Councillor Clarke

SECONDED by Councillor Brodie

Resolved that Council support the Play It Forward Program and that staff be directed to send the letter and application to the schools where children from the Township attend. CARRIED.

MOVED by Councillor Clarke
SECONDED by Councillor MacKinnon
Resolved that the Mayor and Clerk be authorized to sign the Play It Forward Program Agreement between County of Middlesex and Township of Adelaide Metcalfe. CARRIED.

The CAO/Treasurer advised Council that a by-law for the agreement would be brought to the next Council meeting for passing.

MOVED by Councillor MacKinnon
SECONDED by Councillor Clarke
Resolved that Council receive and file correspondence items CC-1 to CC-8. CARRIED.

Staff Reports

Clerk Jennifer Turk presented her reports to Council.

- 1) C-1 Summer Council Meeting Schedule

MOVED by Councillor Brodie
SECONDED by Councillor Clarke
Resolved that Council approve the recommendations as presented by the Clerk as the regular Council meeting dates scheduled for:

- Monday, July 8, 2019
- Monday, July 22, 2019
- Monday, August 12, 2019
- Tuesday, September 3, 2019
- Monday, September 16, 2019
- Monday, September 30, 2019 (tentative)

to accommodate conferences, and evenly distribute the meetings and staff be directed to post notice of the meetings of Council on the Township's website and Facebook Page. CARRIED.

MOVED by Councillor Brodie
SECONDED by Councillor MacKinnon
Resolved that Council amend the start time of the May 21, 2019 Council to 6:00pm to accommodate the public meeting scheduled at 7:30 PM for Special Policy Areas. CARRIED.

- 2) C-2 Emergency Management Program Committee Appointment
C-2 Emergency Management Program Committee Appointment By-law

MOVED by Councillor Brodie
SECONDED by Councilor MacKinnon
Resolved that Council receive the Emergency Management Program Committee Appointment Staff Report as presented by the Clerk. CARRIED.

MOVED by Councillor MacKinnon
SECONDED by Councillor Brodie
Resolved that Council authorize the repeal of By-law 51 of 2017, this being the by-law for an Emergency Management Program and an Emergency Response Plan and that staff be directed to update the plan accordingly as approved by the Emergency Management Program Committee. CARRIED.

MOVED by Councillor MacKinnon
SECONDED by Councillor Clarke
Resolved that Council appoint Deputy Mayor Hendrikx as the Emergency Information Officer for the Emergency Control Group. CARRIED.

MOVED by Councillor Clarke
SECONDED by Councillor Brodie
Resolved that Council appoint the following positions and/or their designate in the Township to the Emergency Management Program Committee for Adelaide Metcalfe:

- **Mayor as Chair**
- **CAO/Treasurer**
- **Clerk**
- **Fire Chief**
- **Community Emergency Management Coordinator**
- **Community Emergency Management Coordinator, Alternate #1**
- **Community Emergency Management Coordinator, Alternate #2**
- **Public Works Manager**
- **Emergency Information Officer**
- **Scribe (1)**

CARRIED.

3) C-3 Feral Cats-Control Options

MOVED by Councillor Clarke
SECONDED by Councillor Brodie
Resolved that Council approve the Feral Cats – Control Options Report as presented by the Clerk. CARRIED.

MOVED by Mayor Smith
SECONDED by Councillor Clarke
Resolved that Council direct staff to draft a by-law to regulate cats in residential settlement areas, with a maximum of three (3) cats per household, with the residential hamlet areas to be included as a schedule to the by-law, including

cost of tagging which is to be determined once staff further investigate. CARRIED.

Mayor Kurtis Smith chaired the rest of the meeting at 7:35 pm.

- 4) C-4 Draft Property Standards Bylaw
C-4 Draft Property Standards Bylaw-Proposal

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council receive the Draft Property Standards 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.

- 5) C-5 Draft Tidy Yard By-Law
C-5 Draft Tidy Yard By-Law-Proposal

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council receive the Draft Tidy Yard 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.

Mayor Smith indicated that he has directed staff to bring forward a report on parking.

- 6) CAOTR-1 Invoice Payment Approval
CAOTR-1 Invoice Payment Approval Listing Apr 12 to May 2

MOVED by Councillor Clarke

SECONDED by Deputy Mayor Hendrikx

Resolved that Council approve the accounts listing for the period April 12, 2019 to May 2, 2019 in the amount of \$58,273.46 as presented. CARRIED.

- 7) CAOTR-2 Release of Encroachment Agreement

Councillor MacKinnon reiterated her pecuniary interest and left Council chambers.

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that Council accept the Release of Encroachment Agreement Report as presented by the CAO/Treasurer and authorize the Mayor and Clerk to execute the Consent to Release of Encroachment Agreement. CARRIED.

- 8) CAOTR-3 2019 Budget (Updated Report Below)
CAOTR-3 2019 Budget Updated Report - Summary
CAOTR-3 2019 Budget - 4th Draft

Council discussed finding ways to reduce the budget \$48,984 to achieve a 0% tax rate increase. The following items were removed from the draft 2019 budget:

- \$20,000 for engineering costs for a salt shed
- \$8,000 for the installation of a generator a Napier Garage
- \$10,000 for the transfer to reserves for Parks & Recreation

Mayor Smith inquired about \$35,000 as an expense for the Planning/Zoning budget. CAO/Treasurer will investigate further.

MOVED by Councillor Clarke

SECONDED by Councillor Brodie

Resolved that Council accept the 2019 Budget Summary Report as presented by the CAO/Treasurer. CARRIED.

Other Business

Deputy Mayor Hendriks advised Council of her recent meeting at Bluewater Recycling Association. Information pertaining to the meeting is found under Recommended Reading Correspondence CC-2 – Bluewater Recycling Association – April Meeting Highlights.

Councillor MacKinnon mentioned to Council of the Global News article that Bluewater Recycling was in regarding recycling.

Councillor Clarke inquired about the state of a building located in Kerwood and requested staff to take action to secure entry into the building.

Mayor Smith attended the OSUM (Ontario Small Urban Municipalities) conference in Pembroke, Ontario.

Mayor Smith advised Council of the Special Closed County Council meeting that took place Tuesday, April 30, 2019 regarding fire inspection services.

Closed Session

Mayor Smith declared his pecuniary interest regarding Section 239 (2) (c) a proposed or pending acquisition or disposition of land by the municipality or local board in regards to the Napier School House.

MOVED by Councillor Clarke

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; and (d) labour relations or employee negotiations at 8:54 pm. CARRIED.

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor Brodie
Resolved that the closed session end at 10:18 pm and Council convene in open session. CARRIED.

Rise and Report

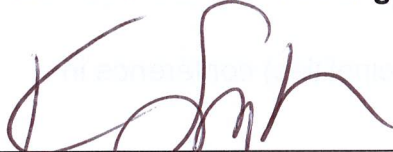
MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor Brodie
Resolved that Council direct staff to proceed as discussed in Closed Session. CARRIED.

By-laws

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor MacKinnon
Resolved that all three readings be given to:
By-law No. 36 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 10:20 pm. CARRIED.



Kurtis Smith, Mayor



Jennifer Turk, Clerk