

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – March 15, 2021
ELECTRONIC MEETING PARTICIPATION – LIVE STREAM TO YOUTUBE**

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

Also Present: CAO Morgan Calvert, Clerk/Acting Treasurer Jennifer Turk, Public Works Manager Coulter Cahill, Fire Chief Arend Noordhof, Planner Stephanie Poirier (for part of the meeting), and Director of Planning Durk Vanderwerff (for part of the meeting)

Call to Order

At 7:01 pm, Mayor Kurtis Smith called the meeting to order.

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.

Deputy Mayor Hendrikx declared pecuniary interest regarding Official Plan Amendment OPA01-2020 and Zoning By-law Amendment Z02-2020 as she is a preferred vendor at the location of the subject planning applications.

Minutes

**MOVED by Councillor Clarke
SECONDED by Councillor MacKinnon
Resolved that the minutes of the March 1, 2021 Virtual Regular Council, and March 8, 2021 Special Council Meeting – Kerwood Park Renovation Project be approved and circulated. CARRIED.**

Delegations & Timed Events

7:02 PM Brenda Slater, Account Manager, MPAC
RE: About MPAC

Brenda presented her presentation to Council regarding MPAC and their services.

Mayor Smith thanked the Brenda for her presentation.

Discussion took place regarding the next round of assessments and what year the fair market value would be taken from as the price of homes has increased the last couple of years.

7:20 PM Public Meeting

OPA01-2020 & Z02-2020, 1782767 Ontario Inc., O/A Sydenham Ridge Estates, 1425 Melwood Drive

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that the public meeting to hear OPA01-2020/Z02-2020 (1782767 Ontario Inc O/A Sydenham Ridge Estates, 1425 Melwood Drive), be opened at 7:19 pm.

CARRIED.

Deputy Mayor Hendrikx reiterated her pecuniary interest and was moved virtually to the waiting room.

Greg Priamo and Casey Kulchycki, authorized agents from Zelinka Priamo Ltd, were in attendance to represent the subject planning applications.

Planner Stephanie Poirier presented her Recommendation Report to Council. The purpose of this report is to provide Council and the public with information regarding the relevant policies and regulatory context that relate to a proposed Official Plan Amendment and Zoning By-law Amendment for the property located at 1425 Melwood Drive.

The purpose and effect of the Official Plan Amendment application is to re-designate the subject property from the “Agricultural Area” designation to a “Special Agricultural Policy Area” designation to allow a specially defined “Assembly Hall”, that would also include overnight accommodations within a single detached dwelling and a “Farm Winery” which are otherwise not permitted.

The purpose and effect of the Zoning By-law Amendment is to rezone the subject lands from the “General Agriculture (A) Zone” to a site-specific “General Agriculture (A-16) Zone” and from the “Environmental Protection (EP) Zone” to a site-specific “Environmental Protection (EP-2) Zone” to permit a specially defined “Assembly Hall”, that would also include overnight accommodations within a single detached dwelling and “Farm Winery” on the subject lands. The zone change would be subject to a Holding Provision, to ensure development does not proceed until the obtainment of a license from the Municipal ‘Farm Wedding/Events Licensing By-law’, and the completion of site plan control, including the registration of a site plan agreement on title.

Greg Priamo provided Council with an overview of the site and listed current uses as a wedding venue and listed future uses such as a winery to satisfy the primary agricultural use on the property.

Council discussed the applications and mitigation processes that could potentially be put in place to satisfy noise complaints from neighbouring property owners.

Council discussed the planning process, if Township Council approve the subject applications, County of Middlesex, as the upper delegated authority for Official Plan Amendments in the Township.

CAO Morgan Calvert discussed with Council a list of conditions that may be suggested through site plan process that include:

- Review of studies taken at 1425 Melwood Drive
- Permanent washrooms
- Flood proofing
- Traffic study
- Frequency of events
- lightning

Council discussed re-visiting the Farm Wedding/Events Licensing By-law in order to mitigate concerns from neighbouring property owners. CAO Morgan Calvert advised Council that there would be no negative effect to re-visit this by-law should council approve the planning applications as presented by the Planner.

Lawyer Elizabeth Cormier that is representing 1745 Melwood Drive, 1457 Melwood Drive, and 1481 Melwood Drive presented her opposition to the approval of the subject planning applications, answering questions from Council throughout her presentation.

A five (5) minute recess commenced at 8:11 pm, to allow further comments to be received by those registering to speak on the applications.

The Clerk advised that no further registrations had been received.

Greg Priamo gave final remarks regarding the subject planning applications.

Mayor Smith provided final remarks regarding the subject planning applications.

CAO Morgan Calvert provided next steps, after the Official Plan Amendment is approved by County Council:

- Site Plan Control Application process
- Agricultural Venue By-law
- Noise and Nuisance By-law

MOVED by Councillor Brodie

SECONDED by Councillor MacKinnon

Resolved that Official Plan Amendment No. 13 be adopted, and forwarded to the County of Middlesex for consideration of approval;

AND FUTHER THAT the Zoning By-law Amendment be approved.

AND FUTHER THAT administration be directed to prepare for Council's consideration a 'Farm Wedding/Events Licensing By-law' subsequent to any potential future approval of Official Plan Amendment No. 13 by the County of Middlesex. CARRIED.

MOVED by Councillor Brodie

SECONDED by Councillor Clarke

Resolved that the public meeting to hear Official Plan Amendment 01-2020 and Zoning By-law Amendment Z02-2020 (1782767 Ontario Inc, O/A Sydenham Ridge Estates, 1425 Melwood Drive), be closed at 8:49 pm. CARRIED.

Deputy Mayor Hendrikx resumed her position at the Council table.

8:50 pm Public Meeting

2021 Proposed Budget

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor MacKinnon

Resolved that the Public meeting in regards to the 2021 Draft Budget be opened at 8:50 pm. CARRIED.

CAO Morgan Calvert presented the final draft of the 2021 Budget that included:

- Summary of Budget Activities
- Budget changes from February 10, 2021
- 2021 Budget Impacts
- 2021 Projects
- Covid-19 Funds
- 2021 Budget Approval

Councillor Clarke advised Council that she is opposed of Cost-of-Living increases for staff.

A five (5) minute recess commenced at 9:00 pm, to allow further comments to be received by those registering to speak regarding the 2021 Draft Budget.

The Clerk advised that no further registrations had been received.

Councillor Clarke inquired where the revenue for fire calls is allocated in the budget. Fire Chief Noordhof advised Council that the revenue is located in "Fees-Other".

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor Brodie
Resolved that Council approve the 2021 Budget as presented with a 0% municipal tax increase. CARRIED.

Mayor Smith thanked staff for their hard work preparing the budget for 2021 with a passing date in March for the first time.

MOVED by Councillor Clarke
SECONDED by Councillor MacKinnon
Resolved that the Public Meeting in regards to the 2021 Draft Budget be closed at 9:10 pm. CARRIED.

Correspondence

- A. Upcoming Conferences/Seminars/Meetings
- 1) Kerwood Park – Renovation – Special Public Meeting – TBD Week of March 29
 - 2) Regular Council Meeting - Tuesday, April 6, 2021
 - 3) Regular Council Meeting - Monday, April 19, 2021
 - 4) Regular Council Meeting – Monday, May 3, 2021
- B. Recommended Reading
- 1) CC-1 BOH Monthly Update February 2021 County
 - 2) CC-2 AMO Policy Update – New 2021 COVID-19 Relief Funding
 - 3) CC-3 ABCA February 18-AnnualMeetingMinutes
- CC-3 ABCA March 18-Agenda-Board of Directors
- C. Action Required
- 1) CC-4 Lake of Bays - Resolution - Capacity Limits for Restaurants in Stage 2

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor Brodie
Resolved that Council support the resolution from Lake of Bays regarding capacity limits for restaurants in stage 2 under the Reopening Ontario Act, 2020. CARRIED.

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor Brodie
Resolved that Council receive and file Correspondence Items CC-1 to CC-3. CARRIED.

Staff Reports

Fire Chief Arend Noordhof gave a verbal update regarding the Fire Safety Grant.

1) Fire Chief Noordhof – Verbal Update – Fire Safety Grant

Fire Chief Noordhof advised Council of a grant for \$5,300 to be used towards training purposes or fire inspection purposes. The funds are to be used by August 2021 with a report to OFMEM by December 1, 2021. An application is required to be submitted. Fire Chief Noordhof advised Council he will submit the application in order to receive the funds.

Public Works Manager Coulter Cahill presented his report to Council.

2) PWM-1 Information Report

Councillor Brodie inquired about the frequency of street sweeping in Kerwood. Public Works Manager Coulter Cahill advised Council that street sweeping is completed every spring. If a concern or complaint comes in regarding additional street sweeping required, Parrish & Heimbecker have swept, in the past. Public Works Manager Coulter Cahill will monitor for additional sweeping.

Deputy Mayor Hendrikx thanks public works staff for the recent grading that took place on Wilson Road.

Deputy Mayor Hendrikx inquired if any feedback was received pertaining to the complaint received regarding the intersection of Hickory Drive and Egremont Drive. Public Works Manager Coulter Cahill advised Council that the concern was forwarded onto the County of Middlesex as both roads are County responsibility. No further information has been received at this. Mayor Smith advised Council that the County of Middlesex is looking at all County intersections throughout the County to look at options for possible improvement.

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that Council receive the Public Works Information Report as presented by the Public Works Manager. CARRIED.

Clerk/Acting Treasurer Jennifer Turk presented her reports to Council.

3) C-1 Noise and Nuisance Proposed Bylaw Staff Report

Clerk Jennifer Turk advised Council that this report was created from the decision made by Council at the February 1, 2021 Council meeting, to not entertain a Wedding Events/Business Licensing By-law, and not created from decisions made earlier in the evening to investigate further the possible need of such a by-law for the Township.

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor MacKinnon
Resolved that Council receive the Proposed Regulating By-laws – Noise & Nuisance Staff Report as presented by the Clerk/Acting Treasurer. CARRIED.

- 4) C-2 Accounts Payable Feb 25 to Mar 9 2021 Report
C-2 Accounts Payable Feb 25 to Mar 9 2021 Listing

MOVED by Councillor Clarke
SECONDED by Deputy Mayor Hendrikx
Resolved that Council receive the Invoice Payment Approval Report as presented by the Clerk/Acting Treasurer and that Council approve the accounts listing for the February 25 to March 9, 2021 in the amount of \$1,146,363.42. CARRIED.

CAO Morgan Calvert presented his staff report to Council.

- 5) CAO-1 LPAT Update - 25700 Kerwood Road

MOVED by Councillor Clarke
SECONDED by Deputy Mayor Hendrikx
Resolved that Council receive the LPAT Update – 25700 Kerwood Road, Staff Report as presented by the CAO. CARRIED.

Other Business

Treasurer Position

Councillor MacKinnon inquired about the progress to hiring a full-time Treasurer. CAO Morgan Calvert advised Council that over fifty (50) applications were received, and twenty (20) out of those applications could easily be interviewed. A hiring committee will be created of two (2) staff members, and one (1) Councillor, where interviews are expected to be a week long. It is anticipated that by early April, a full-time Treasurer will be on board.

By-laws

MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Hendrikx
Resolved that Council give third and final reading to By-law No 1 of 2021 regarding Zoning By-law Amendment Z01-2021, for 2890 Mullifarry Drive, and that the Mayor and Clerk be authorized to sign the said bylaw and corporate seal be attached. CARRIED.

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that all three readings be given to:

By-law No 19 of 2021 – Temporary Use Agreement – 2890 Mullifarry Drive, Spruyt

By-law No 20 of 2021 – Building Services Agreement with Middlesex Centre

By-law No 21 of 2021 – Zoning By-law Amendment Z02-2020 – 1425 Melwood Drive, 1782767 Ontario Inc. O/A Sydenham Ridge Estates

By-law No 22 of 2021 – OPA 01-2020, Official Plan Amendment #13, 1425 Melwood Drive, 1782767 Ontario Inc. O/A Sydenham Ridge Estates

By-law No 23 of 2021 – Confirm Council Proceedings

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

Clerk/Acting Treasurer Jennifer Turk advised Council that the by-laws to pass OPA01-2020 and Z02-2020 were based off decisions from Council at the February 1, 2021 Council meeting, therefore are not the correct by-laws to pass. Planning staff did provide another version of the by-laws in the event the Wedding Event/Business Licensing by-law came back into discussions this evening with regarding to the planning applications. Those by-laws will be uploaded to the agenda/website.

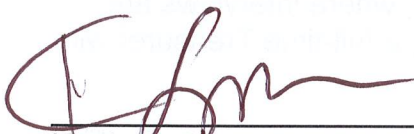
Deputy Mayor Hendrikx abstained from voting due to her declared conflict regarding the planning applications.

Adjournment

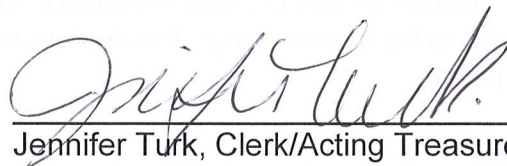
MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that the meeting be adjourned at 9:36 PM. CARRIED.



Kurtis Smith, Mayor



Jennifer Turk, Clerk/Acting Treasurer