

THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE  
COUNCIL MINUTES

Monday, May 3, 2021

**Present:** Mayor Smith, Deputy Mayor Hendrixx, Councillor Brodie,  
Councillor Clarke, Councillor MacKinnon

**Also Present:** Clerk Jennifer Turk, CAO Morgan Calvert, Public Works  
Manager Coulter Cahill, Fire Chief Arend Noordhof

**ELECTRONIC MEETING PARTICIPATION – LIVE STREAM TO YOUTUBE**

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1. **CALL TO ORDER**

At 7:00 pm, Mayor Smith Called the meeting to order

2. **SILENT REFLECTION - \*\*NOTE\*\* CELL PHONES AND ELECTRONIC  
DEVICES TO BE SET ON SILENT OR VIBRATE**

3. **DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE  
THEREOF**

None

Mayor Smith noted to Council, staff and the public that this was the first meeting using the new software eScribe.

Mayor Smith also noted that Councillor Clarke was in attendance, however, had her camera off due to connectivity.

4. **MINUTES OF PREVIOUS MEETINGS**

4.a **M-1 April 19 2021 Minutes**

**MOVED** by Councillor MacKinnon

**SECONDED** by Deputy Mayor Hendrixx

Resolved that the minutes of the April 19, 2021 Virtual Regular Council meeting, be approved and circulated.

**CARRIED.**

5. **DELEGATIONS & TIMED EVENTS**

None

6. **CORRESPONDENCE**

6.a **Upcoming Conferences/Seminars/Meetings**

- 6.a.a **CC-1 Strathroy-Caradoc Notice of Open House and Statutory Public Hearing**
- 6.a.b **CC-2 North Middlesex - CIP - Public Notice**

6.b **Recommended Reading**

- 6.b.a **CC-3 BRA - 2020 Annual Report v1s**
- 6.b.b **CC-3 BRA - April 2021 Notes**

6.c **Action Required**

- 6.c.a **CC-4 Springwater - Resolution - Clean Fuel Standard**

Councillor MacKinnon inquired from members of Council if the setbacks had changed in the agricultural area regarding the Clean Fuel Standard. Councillor Brodie understood there were rumblings regarding the changes in the community. Deputy Mayor Hendrikx advised that she thought this pertained to the carbon tax and is possibly part of a Federal bill.

**MOVED** by Deputy Mayor Hendrikx  
**SECONDED** by Councillor MacKinnon  
 Resolved that Council defer the resolution from Township of Springwater regarding Clean Fuel Standard.  
**CARRIED.**

- 6.c.b **CC-5 Resolution - Fort Erie - MTO-Township of The Archipelago-Phragmites-Apr27**

Councillor Clarke inquired if the phragmites was a local issue. Public Works Manager Coulter Cahill advised Council that there are some problems areas in the Township and those have been referred to the Weed Inspector at the County of Middlesex.

**MOVED** by Deputy Mayor Hendrikx  
**SECONDED** by Councillor Clarke  
 Resolved that Council support the resolution from The Archipelago regarding Road Management Action on Invasive Phragmites.  
**CARRIED.**

- 6.c.c CC-6 Resolution - Township of Scugog - Bus Stops on Dead End Roads
- 6.c.d CC-6 DSTS Governance Letter Oct20 Swards
- 6.c.e CC-6 21 04 15 Dear Minister Lecce
- 6.c.f CC-6 21 04 22 Laura Letter
- 6.c.g CC-6 21 04 26 Burg Blog Post
- 6.c.h CC-6 Avrie Selleck 221 962 608
- 6.c.i CC-6 Steve Anning

**MOVED** by Councillor Clarke  
**SECONDED** by Deputy Mayor Hendrikx  
 Resolved that Council support the resolution from Township of Scugog regarding bus stops on dead end roads.  
**CARRIED.**

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

## 7. COMMITTEE MINUTES

None

## 8. STAFF REPORTS

- 8.a PWM-1 Tenders and Quotes Report Sidewalks
- 8.b PWM-1 Tender Results - Sidewalks

Deputy Mayor Hendrikx inquired about the September 30, 2021 expiry date. Public Works Manager Coulter Cahill advised Council that the project is expected to commence within two (2) to three (3) weeks and will be completed by mid June. September 30, 2021 is the latest the project will be completed.

Mayor Smith inquired how notice to affected property owners would be given. Public Works Manager Coulter Cahill advised end of this week notices would be sent in the mail. There is an on-site meeting with the contractor scheduled for Wednesday, May 5, 2021.

**MOVED** by Councillor Brodie  
**SECONDED** by Deputy Mayor Hendrikx  
 Resolved that Council approve the tender received from Ro-Buck Contracting Ltd. in the amount of \$110,415.00 plus HST for the installation of sidewalks along Centre Road (west side).  
**CARRIED.**

- 8.c **C-1 Accounts Payable Report Apr 15 to 28 2021**
- 8.d **C-1 Accounts Payable Apr 15 to Apr 28 2021 Listing - 2020 invoices**
- 8.e **C-1 Accounts Payable Apr 15 to Apr 28 2021 Listing - 2021 invoices**

Deputy Mayor Hendrikx inquired if beaver trapping was billed back to the assessed property owners on the drain or paid by the Township. Clerk/Acting Treasurer advised Council that past practices have been paid by the Township when a request is submitted to the Township.

**MOVED by Councillor MacKinnon**

**SECONDED by Councillor Brodie**

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 April 15 to April 28, 2021 in the amount of \$125,945.82.

**CARRIED.**

- 8.f **CAO-1 Kerwood Park Washroom Report**

**MOVED by Councillor MacKinnon**

**SECONDED by Deputy Mayor Hendrikx**

Resolved that Council accept the Kerwood Park Washroom Facility Report as prepared by the CAO and Public Works Manager.

**CARRIED.**

**MOVED by Councillor Brodie**

**SECONDED by Councillor Clarke**

Resolved that Council approve the Tender received from SDI Builders in the amount of \$464,500.00 (plus HST) for the construction of the Kerwood Park Washroom Facility.

**CARRIED.**

## 9. OTHER BUSINESS

Councillor Clarke inquired about the employment land study. CAO Morgan Calvert advised Council that the information has been submitted to the consultant for review.

Councillor Brodie inquired about the timeline of Phase 2 development regarding the upgrades to Kerwood Park. Does not want to see disruption to the users of the park during Phase 2.

**10. CLOSED SESSION**

**MOVED by** Deputy Mayor Hendrikx

**SECONDED by** Councillor Brodie

Resolved that Council hold a Closed Session meeting as provided for as per Section 239 (2) of the Municipal Act, 2001, as amended:

(b) personal matters about an identifiable individual, including municipal or local board employees;

• Human Resources Matters of an Identifiable Individual at 7:26 pm

**CARRIED.**

**MOVED by** Councillor MacKinnon

**SECONDED by** Councillor Brodie

Resolved that Council adjourn the closed meeting session and reconvene in open session at 7:56 pm

**CARRIED.**

**11. RISE AND REPORT**

**MOVED by** Councillor Clarke

**SECONDED by** Deputy Mayor Hendrikx

Resolved that staff proceed as directed in Closed Session.

**CARRIED.**

**12. BY-LAWS**

**12.a BL-1 Bylaw No 32 of 2021 Canada Summer Jobs Grant**

**12.b BL-2 Bylaw No 33 of 2021 Tax Rate Bylaw**

**12.c BL-3 Bylaw No 34 of 2021 Installation of Sidewalks**

**12.d BL-4 Bylaw No 35 of 2021 Confirm Council Proceedings**

**MOVED by** Deputy Mayor Hendrikx

**SECONDED by** Councillor MacKinnon

Resolved that all three readings be given to:

By-law No 32 of 2021 – Canada Summer Jobs Grant

By-law No 33 of 2021 – Tax Rate Bylaw

By-law No 34 of 2021 – Installation of Sidewalks Agreement

By-law No 35 of 2021 – Confirm Council Proceedings

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

**CARRIED.**

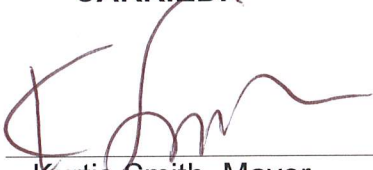
13. ADJOURNMENT

**MOVED** by Deputy Mayor Hendrikx

**SECONDED** by Councillor Brodie

Resolved that Council adjourn the meeting at 7:57 pm.

**CARRIED.**



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Kurtis Smith, Mayor



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Jennifer Turk, Clerk/Acting Treasurer