

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – January 11, 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: Township Manager Morgan Calvert, Clerk/Acting Treasurer Jennifer Turk, Chief Building Official Shannon Black, Public Works Manager Coulter Cahill, Meeting Moderator Greg Marles (for part of the meeting), and Planner Stephanie Poirier (for part of the meeting)

Call to Order

At 7:00 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.

Councillor Clarke declared pecuniary interest regarding Action Required CC-3 pertaining to a resolution about insurance rates in Ontario as she has outside involvement with insurance.

Minutes

**MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Hendrikx
Resolved that the minutes of the December 21, 2020 Virtual Regular
Council/Planning meeting be approved and circulated. CARRIED.**

Councillor Clarke abstained from voting as she was absent from a portion of the Council meeting.

Delegations and Timed Events

MOVED by Councillor Clarke

SECONDED by Deputy Mayor Hendrikx

Resolved that the public meeting to hear Zoning By-law Amendment Z01-2021 (Nick and Wanda Spruyt, 2890 Mullifarry Drive), be opened at 7:03 pm. CARRIED.

7:00 PM Public Meeting

Z01-2021 – Zoning Bylaw Amendment
Nick & Wanda Spruyt, 2890 Mullifarry Drive

Nick Spruyt was in attendance.

Planner Stephanie Poirier presented her report to Council.

The purpose and effect of the Application for Zoning By-law Amendment Z01-2021 is to allow the owner to continue to live in the existing dwelling while a new dwelling is being built, whereas the by-law would normally only permit one dwelling to be located on the subject land. The applicant is also required to enter into a Temporary Use Agreement with the Township and submit a deposit of \$10,000. The existing residence would be removed upon the expiration of the two-year period or the occupancy of the new single detached dwelling, whichever occurs first. The deposit would be returned at that time.

The application proposes to amend the zoning of the subject lands temporarily from General Agriculture (A) Zone to include a Temporary Use Provision (T-11) Symbol in order to facilitate the construction of a second dwelling on the property. At the date of temporary by-law expiration, the lands will return to the underlying General Agriculture (A) Zone.

Applicant Nick Spruyt inquired if he could have 120 days to remove the second dwelling, rather than the 60 days. Chief Building Official Shannon Black advised Council that this was not a problem, however, the deposit would be held for the same amount of days.

A five (5) minute recess commenced at 7:13 pm, to allow further comments to be received by those registering to speak on the applications.

There were no further registrations.

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Application for Zoning By-Law Amendment Z01-2021 be APPROVED in principal, limited to first and second readings of the implementing by-law;

FURTHER THAT the owners enter into a Temporary Use Agreement with the Township and submit a deposit of \$10,000 to ensure that the removal of the existing residence occurs;

AND FURTHER THAT the final reading to be provided once the \$10,000 deposit has been made and the Temporary Use Agreement is in place. CARRIED.

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that the public meeting to hear Zoning By-law Amendment Z01-2021 (Nick and Wanda Spruyt, 2890 Mullifarry Drive), be closed at 7:19 pm. CARRIED.

7:20 PM Brian Horner, Manager, Ausable Bayfield Conservation Authority and Mari Veliz, Healthy Watersheds

Brian was available to answer any questions that Council may have pertaining to the 2021 budget for the Ausable Bayfield Conservation Authority.

Mari presented Healthy Watersheds and answered questions throughout the presentation.

Deputy Mayor Hendrikx inquired how properties in Adelaide Metcalfe are assessed towards the Budget. Brian advised Council that there is a calculation that the province provides to MPAC, that is provided to the municipality.

Mayor Smith thanked the delegation.

Correspondence

A. Upcoming Conferences/Seminars/Meetings

- 1) ROMA Virtual Conference – Jan 23 – 26, 2021
- 2) Regular Council Meeting – Monday, February 1, 2021
- 3) Regular Council Meeting - Tuesday, February 16, 2021
- 4) OGRA Virtual Conference – Feb 21 – 24, 2021
- 5) Regular Council Meeting – Monday, March 1, 2021
- 6) CC-1 North Middlesex - Public Meeting Notice - 9188 Townsend Line

Mayor Smith advised Council that there was a Special Closed Session scheduled for Wednesday, January 20, 2021 regarding Chief Administrative Officer position.

Deputy Mayor Hendrikx advised Council that she has received no comments from neighbouring properties regarding the Public Meeting Notice for 9188 Townsend Line.

B. Recommended Reading

- 1) CC-2 Strathroy-Caradoc OPA 11 Notice of Adoption - Downtown Strathroy

C. Action Required

- 1) CC-3 Charlton and Dack - Resolution - Insurance Rates

Councillor Clarke reiterated her pecuniary interest and removed herself from the discussion.

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that Council support the resolution from Municipality of Charlton and Dack regarding the large increase in municipal insurance. CARRIED.

MOVED by Councillor Brodie

SECONDED by Councillor MacKinnon

Resolved that Council receive and file Correspondence Items CC-1 and CC-2. CARRIED.

Staff Reports

Drainage Superintendent Andrew Neely presented his report to Council

- 1) DS-1 Campbell Leitch Drain

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that Council receive the Campbell-Leitch Drain Staff Report as presented by the Drainage Superintendent. CARRIED.

MOVED by Councillor Clarke

SECONDED by Councillor Brodie

Resolved that Council appoint R. Dobbin Engineering as the Drainage Engineer for the Campbell-Leitch Drain project. CARRIED.

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

- 2) C-1 2021 Dog Tag Program

Councillor inquired about fees to the Keystone – Animal Licenses software.

Clerk/Acting Treasurer Jennifer Turk advised Council that there is no annual fee that only pertains to the Animal Licensing component, however there is an annual fee for keystone as a whole that the Township does pay.

Councillor Clarke inquired if the schedule and cost of the Animal Control Officer would be outlined clearly in the agreement. Clerk/Acting Treasurer Jennifer Turk advised Council that the door-to-door schedule as well as any fees would be clearly outlined in the agreement in a schedule/table by year during the five (5) year contract period.

Deputy Mayor Hendrikx inquired how new dogs would be reported to the Township office. Clerk/Acting Treasurer Jennifer Turk advised Council that the responsibility rests with the property owner of any dogs that are no longer attached to the property as well as any new dogs that are not made aware by the Animal Control Officer during door-to-door sales.

Councillor Brodie inquired about the number of times door-to-door sales is expected during the contract to be outlined in the agreement.

Mayor Smith inquired about the 'S' hook and 'O' ring as the 'O' ring in the past has not been very durable. Clerk/Acting Treasurer Jennifer Turk advised Council that the 'S' hook would be proposed to be purchased with a brass or steel tag for longevity of the three (3) year tag. Mayor Smith also advised of two (2) free replacements be included in the three (3) year tag.

MOVED by Councillor Brodie

SECONDED by Councillor MacKinnon

Resolved that Council receive the 2021 Dog Tag Program Staff Report as presented by the Clerk/Acting Treasurer. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council direct staff to proceed with the renewal contract for Glencoe Animal Shelter as approved January 2018 by Council for a 5 year term beginning 2021 to 2025. CARRIED.

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that Council direct staff to proceed with a three (3) year dog tag program for the Township for 2021, 2022, and 2023 as recommended by the Animal Control Officer. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council approve the \$2,800 fee for the animal licensing component in keystone to be activated and that the Modernization Fund be used to offset these costs. CARRIED.

- 3) C-2 Accounts Payable Dec 17 to Dec 31 2020 Listing
C-2 Pre-Approved Accounts Payable 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 December 17 to December 30, 2020 in the amount of \$156,894.34. CARRIED.

- 4) C-3 Accounts Payable Jan 1 to Jan 5 2021 Listing

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 January 1 to 5, 2021 in the amount of \$3,505.85. CARRIED.

Clerk/Acting Treasurer Jennifer Turk advised Council that the two (2) reports that were approved by the Acting Township Manager Morgan Calvert was not attached to the agenda and will be once the meeting has adjourned.

Other Business

January 18, 2021 Council Meeting

Clerk/Acting Treasurer Jennifer Turk inquired if Council was still wishing to have a regular scheduled Council meeting one week from the January 11, 2021 meeting, as there is not much time to prepare reports on outstanding items.

Councillor Brodie inquired if there were any Closed Session items to discuss. Acting Township Manager Morgan Calvert advised Council that reports would not be prepared in time for the January 18, 2021 Council meeting.

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that Council cancel the January 18, 2021 Council meeting; and that staff be directed to provide notice of the same on the Township website and Facebook Pages. CARRIED.

By-laws

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor MacKinnon

Resolved that Council give first and second reading to:

By-law No 1 of 2021 – Zoning By-law Amendment Z01-2021, Spruyt, 2890 Mullifarry Drive

And that the by-laws be signed by the Mayor and Clerk. CARRIED.

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that Council give all three (3) readings to the following by-laws:

By-law No 2 of 2021 – eScribe Agreement

By-law No 3 of 2021 – Interim Tax Levy

By-law No 4 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 By-law No 2 of 2021, was in relation to the eGenda app for Council agenda no longer being supported and eScribe was the app of choice going forward for Council agendas, in collaboration with the County of Middlesex and other lower tier municipalities within the County.

Adjournment

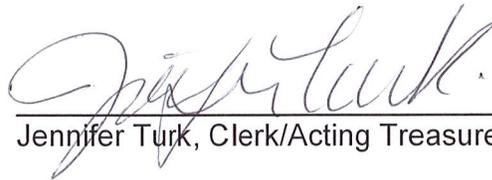
MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that the meeting be adjourned at 7:59 PM. CARRIED.



Kurtis Smith, Mayor



Jennifer Turk, Clerk/Acting Treasurer

