

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – April 3, 2018**

Present: Mayor Kurtis Smith, Deputy Mayor Nick Stokman, Councillor Mary Ann Hendrikx, Councillor Betty Ann MacKinnon, and Councillor Gerald Sanders

Also Present: CAO/Treasurer Cathy Case, Clerk Jennifer Turk, Fire Chief Arend Noordhof, and Public Works Manager Jeff Little

Closed Session

**MOVED by Councillor MacKinnon
SECONDED by Councillor Hendrikx
Resolved that Council, the CAO/Treasurer, the Clerk, and the Public Works Manager move into closed session pursuant to Section 239 (d) labour relations or employee negotiations at 8:14 pm. CARRIED**

**MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon
Resolved that the Closed Session end at 7:14 pm and that Council reconvene in regular session. CARRIED.**

Call to Order

At 7:15 pm, Mayor Kurtis Smith called the meeting to order. A moment of silent reflection was observed.

Rise and Report

**MOVED by Deputy Mayor Stokman
SECONDED by Councillor Hendrikx
Resolved that Council direct staff to review and provide revised policies as recommended in Closed Session. 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.

Delegations & Timed Events

7:15 PM John-Paul Minten
RE: Second Dwelling Request

John-Paul Minten expressed concerns with the process approved at the last Council meeting for second dwelling requests.

CAO/Treasurer Cathy Case explained the process involving the application for Temporary Use By-laws to be in compliance with the Township Zoning By-law.

MOVED by Deputy Mayor Stokman

SECONDED by Councillor MacKinnon

Resolved that Council waive the \$1,600 application fee for ZBA05-2018 due to timing issues of the process changes related to second dwelling requests.

CARRIED.

Minutes

MOVED by Councillor MacKinnon

SECONDED by Councillor Hendrikx

Resolved that the Minutes of the March 19, 2018 regular meeting, and March 21, 2018 special meeting be approved as amended and circulated.

CARRIED.

Correspondence

Upcoming Conferences/Seminars/Meetings

- 1) Regular Council Meeting - Monday, April 16, 2018
- 2) Regular Council Meeting - Monday, May 7, 2018
- 3) Regular Council Meeting - Tuesday, May 22, 2018
- 4) CC-1 2018 AMO Conference Flyer
- 5) CC-2 2018 Global Methane Forum
- 6) CC-3 Strathroy-Caradoc ZBA 6 of 2018
- 7) CC-4 Stratford Civic Night

Recommended Reading

- 8) CC-5 Ausable Bayfield Conservation Authority Minutes
- 9) CC-6 Bluewater Recycling Association March 2018 Minutes
- 10) CC-7 Sylvia Jones MPP - Asset Management Plan Requirements
- 11) CC-8 St. Clair Region Conservation Authority - 2017 Annual Report and Meeting
- 12) CC-10 Middlesex County - Acknowledgement & Acceptance Letter OP No. 11
- 13) CC-11 CPSO Council Award 2019
- 14) CC-12 Notice of Decision 39-AM-OPA11 27Mar18

Action Required

15)CC-13 MLHU - 2018 Mosquito Larviciding

MOVED by Councillor Hendrikx

SECONDED by Councillor MacKinnon

Resolved that Council supports the local action by the Middlesex London Health Unit to reduce the risk of West Nile Virus including, Larviciding catch basins and other surface water locations within the Township of Adelaide Metcalfe.

CARRIED.

MOVED by Councillor Sanders

SECONDED by Deputy Mayor Stokman

Resolved that Council receive and file Correspondence items CC-1 to CC-12.

CARRIED.

Staff Reports

Public Works Manager Jeff Little presented his reports to Council.

1) PW-1 Public Works Information Report

MOVED by Councillor Hendrikx

SECONDED by Councillor MacKinnon

Resolved that Council accept the Public Works Information Report as prepared by the Public Works Manager. CARRIED.

2) PW-2 2018 Annual Safe Driving Roadeo

MOVED by Deputy Mayor Stokman

SECONDED by Councillor Sanders

Resolved that Council approve the request for the Road Staff to attend the 2018 Safety Driving Roadeo. CARRIED.

3) PW-3 Kerwood Wind LP Request

MOVED by Councillor MacKinnon

SECONDED by Councillor Sanders

Resolved that Council approves the use of a 1300 metre section of Seed Road from Egremont Drive north to the private access road to Turbine #T2 of the Adelaide Wind Energy Centre providing Kerwood Wind LP submits a cash security deposit in the amount of \$75,000.00 to cover any damages to Seed Road or any other road which may be used and the respective road allowances to the Township no later than April 11, 2018; that the security deposit be held until May 15, 2018; and that any damages determined to be caused by the use of Township roads by Kerwood Wind LP by the Public Works Manager be repaired by the Township and the related costs be withdrawn from the security deposit.CARRIED.

MOVED by Deputy Mayor Stokman
SECONDED by Councillor MacKinnon
Resolved that Council accept the report from the Public Works Manager as presented. CARRIED.

Clerk Jennifer Turk presented her reports to Council.

- 4) C-1 Compliance Audit Committee

Moved by Councillor Hendrikx
Seconded by Deputy Mayor Stokman
Resolved that Council accept the report as information received prepared by the Clerk concerning the appointment of a Compliance Audit Committee; And that Council approves the appointments and remuneration as presented. CARRIED.

Councillor MacKinnon inquired what qualifications Mr. Dan Ross has as to the Compliance Audit Committee. Clerk Jennifer Turk informed Council that she would obtain the summary of qualifications for Council to review.

- 5) C-2 Accessibility Plan – 2018 Municipal Election
- 6) C-3 LAS Workshop – Employee Engagement and Energy Awareness Programs
- 7) C-4 Petition of Drainage Works by Owners – Kelly Drain

MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon
Resolved that Council of the Township of Adelaide Metcalfe accept the Petition for Drainage Works by Owners as submitted for S ½ Lot 15, Con 15, and N ½ Lot 15, Con 14 and that Spriet Associates be appointed to determine the validity of the petition. CARRIED.

MOVED by Deputy Mayor Stokman
SECONDED by Councillor Hendrikx
Resolved that Council accept the reports of the Clerk as presented. CARRIED.

- 8) CAOTR-2 Accounts Payable March 15 to 29, 2018

MOVED by Councillor Sanders
SECONDED by Councillor MacKinnon
Resolved that the accounts listing for the period March 15 to March 29, 2018 in the amount of \$955,814.28 be approved. CARRIED.

2017 Sidewalk Engineering

CAO/Treasurer Cathy Case recommended to Council that the \$10,000 that was raised for engineering report on sidewalks through 2017 taxation to be moved to reserves.

MOVED by Councillor Sanders

SECONDED by Deputy Mayor Stokman

Resolved that Council allocate \$10,000 raised through 2017 taxation to the Reserve for Capital Purposes and that these funds be used to complete the engineering on sidewalks to be grant ready. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Hendrixx

Resolved that Council accept the reports of the CAO/Treasurer as presented. CARRIED.

Other Business

Deputy Mayor Stokman inquired about further information on the draft regulations under the Fire Protection and Prevention Act, 1997. Fire Chief Noordhof advised Council that comments were closed on March 11, 2018. Since then, the ministry received 400 submissions regarding the proposed regulations and from those submissions the grandfathering for training is being is being opened to all firefighters.

Councillor Hendrixx advised Council of her attendance at the Mayor's Breakfast that was hosted by Mayor Joanne Vanderheyden, Municipality of Strathroy-Caradoc, and Mr., Todd Stepanuik, President and CEO of Middlesex Health Alliance.

Deputy Mayor Stokman inquired about staff's attendance to the Cannabis Municipal Exchange Forum. Clerk Jennifer Turk advised Council that there would be a staff report at the next Council meeting.

Deputy Mayor Stokman inquired about the total of surplus or deficit for 2017. CAO/Treasurer Cathy Case advised Council that the auditors were scheduled to come to the municipal office week of April 16, 2018.

Deputy Mayor Stokman inquired if the engineering for Scotchmere Drive was included in the draft budget for 2018. CAO/Treasurer advised Council that the engineering was not included in the draft budget.

Mayor Smith advised Council of a delegation at County Council regarding development of 9 Second Street and the location of accesses. County Council did not grant the request for exemption for access onto Centre Road.

Mayor Smith advised Council that Library Board meetings were being conducted prior to County Council meetings and would continue until the end of the Council term.

By-laws

MOVED by Councillor MacKinnon

SECONDED by Councillor Hendrikx

Resolved that the third and final readings be given to:

By-law No. 38 of 2017 – Zoning By-law Amendment Jacoba Dodge

By-law No. 39 of 2017 – Zoning By-law Amendment Dodge Farms Ltd.

By-law No. 5 of 2018 – Phillips Drain 2017

By-law No. 6 of 2018 – McKeen Drain 2017

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

MOVED by Deputy Mayor Stokman

SECONDED by Councillor Sanders

Resolved that all three readings be given to:

By-law No. 18 of 2018 – Compliance Audit Committee

By-law No. 19 of 2018 – Confirm Council Proceedings

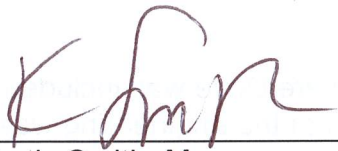
And that the by-laws be signed by the Mayor and Clerk and have the corporate seal attached. CARRIED.

Adjournment

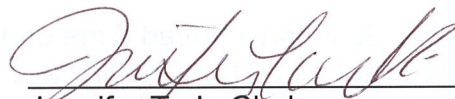
MOVED by Deputy Mayor Stokman

SECONDED by Councillor Hendrikx

Resolved that the meeting be adjourned at 8:17 pm. CARRIED.



Kurtis Smith, Mayor



Jennifer Turk, Clerk