

**THE CORPORATION OF THE TOWNSHIP OF ADELAIDE METCALFE
COUNCIL MINUTES – October 22, 2019**

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

Also Present: CAO/Treasurer Cathy Case, Clerk Jennifer Turk, and Public Works Manager Coulter Cahill

Call to Order

At 7:00 pm, Mayor Kurtis Smith 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.

Mayor Smith declared pecuniary interest regarding Closed Session Item #2, SS No. 3 Metcalfe School House, under the Municipal Act, Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board, as his wife is the Secretary-Treasurer for the Napier Women's Institute.

Councillor Brodie declared pecuniary interest regarding CAOTR-4 Staff Report Disposition of Land, as he is an abutting landowner.

Minutes

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that the Minutes of the October 7, 2019 Regular Council Meeting be approved as circulated. CARRIED.

Delegations & Timed Events

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council convene as the Property Standards Committee for the purpose of hearing Property Standards Appeals for 27748 Kerwood Road, and 26907 Kerwood Road be opened at 7:05 PM. CARRIED

7:05 PM Joe Woods, 27748 Kerwood Road
Property Standards Committee – Request of Extension

Joe Woods addressed Council regarding correspondence he received from the Clerk about a complaint that was received at the Township office regarding the dwelling at 27748 Kerwood Road. Joe Woods acknowledged that the building was in need of repair, however requested an extension of time to demolish the dwelling from the property.

Councillor Clarke inquired if there was a danger to the public. Joe Woods advised Council that he would secure access to the building.

Councillor Brodie had no objection to the property owner's proposal to remove the dwelling entirely.

Councillor MacKinnon inquired of a timeline from Joe Woods in order to demolish the dwelling on the said property. Joe Woods confirmed June 1, 2020.

Councillor Brodie expressed concern of damage to the new sidewalks installed in Kerwood.

MOVED by Councillor Clarke
SECONDED by Councillor MacKinnon
Resolved that the Property Standards Committee accept the date of June 1, 2020 for the property owner of 27748 Kerwood Road to demolish and remove the dwelling from the property. CARRIED.

Clerk Turk advised Council of the email correspondence that was received from Carol Langford, property owner of 26907 Kerwood Road, regarding a property standards complaint that was received at the Township Office.

Deputy Mayor Hendrikx inquired if a dump day was allotted for the property owner to dispose of the accessory building addressed in the complaint. Clerk Turk advised that staff is following the by-law as approved by Council, that a two (2) week time period was given to remove the accessory building. The property owner is responsible for disposal arrangements.

MOVED by Councillor Clarke
SECONDED by Councillor MacKinnon
Resolved that the Property Standards Committee accept email correspondence for the request of an extension date from Mrs. Carol Langford for the property standards complaint at 26907 Kerwood Road and that the extension date be granted of December 31, 2019. CARRIED.

MOVED by Councillor Brodie
SECONDED by Deputy Mayor Hendrikx
Resolved that the Property Standards Committee Meeting be closed at 7:13 PM
and Council convene in regular session. CARRIED.

Correspondence

A. Upcoming Conferences/Seminars/Meetings

- 1) Regular Council Meeting - Monday, November 4, 2019
- 2) Regular Council Meeting - Monday, November 18, 2019
- 3) Regular Council Meeting - Monday, December 2, 2019
- 4) Emergency Management Year End Meeting – Wednesday, December 4, 2019 10am – Noon – Council Chambers
- 5) County of Middlesex Inaugural Meeting – Thursday, December 5, 2019 at 4:00 PM

Mayor Smith advised Council that on November 12, 2019, County Councillors will be made aware of those Councillors that are interested in running for Warden for 2020.

- 6) CC-1 County of Middlesex - 2019 Wardens Banquet Invitation
- 7) CC-2 2020 Roma Conference - January 19-21 2020 Toronto Ontario

Deputy Mayor Hendrikx and Councillor MacKinnon expressed interest in attending the ROMA Conference.

- 8) CC-3 2020 OGRA Conference - February 23-26 2020 Toronto Ontario

Councillor Brodie expressed interest in attending the OGRA Conference. Public Works Manager Coulter Cahill also expressed interest.

B. Recommended Reading

- 1) CC-4 OGRA - Board of Director Highlights - September 2019
- 2) CC-5 ABCA - GM's Report - Oct 17 2019
CC-5 ABCA - October 17, 2019 Agenda-Board of Directors
CC-5 ABCA - October 10-Budget Committee Minutes
CC-5 ABCA - Sept 19-Board Mtg Minutes
- 3) CC-6 Ontario Energy Board Notice - Enbridge Gas Inc - Proposed Pipeline
- 4) CC-7 Additional Letters - Biosolid Storage Facility

C. Action Required

- 1) CC-8 Ingersoll - Briefing Note - Letter Minister Yurek - Municipal Approval Rights Over Landfills

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor MacKinnon
Resolved that Council support the Demand the Right Motion in support of enshrining municipal approval rights over landfills in provincial legislation as submitted by the Demand the Right Coalition of Municipalities. CARRIED.

- 2) CC-9 Town of the Blue Mountains - Resolution - Integrity Commissioner Matters

MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Hendrikx
Resolved that Council support the resolution from Town of the Blue Mountains regarding integrity commission matters. CARRIED.

- 3) CC-10 St. Catharines - Resolution - Menstrual Products in City Facilities - Ontario Municipalities and School Boards
- 4) CC-11 Township of Frontenac - Resolution - Regulating of Provincial Abattoirs

MOVED by Councillor MacKinnon
SECONDED by Councillor Clarke
Resolved that Council support the resolution from Township of South Frontenac regarding regulating Provincial Abattoirs. CARRIED.

CC-11 Beef Farmers of Eastern Ontario - Letter to Minister Hardeman - Regulating of Provincial Abattoirs

MOVED by Councillor Brodie
SECONDED by Councillor Clarke
Resolved that Council support the resolution from Beef Farmers of Eastern Ontario regarding regulating Provincial abattoirs. CARRIED.

MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Hendrikx
Resolved that Council receive and file Correspondence items CC-1 to CC-7, and CC-8. CARRIED.

Committee Minutes

MOVED by Councillor Clarke
SECONDED by Councillor MacKinnon
Resolved that Council receive the Joint Health & Safety Committee Minutes as approved by the committee of the June 20, 2019. CARRIED.

Staff Reports

Clerk Jennifer Turk presented her report to Council

- 1) C-1 JHSC Implementation Ergonomics Wellness Policy
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MOVED by Councillor MacKinnon

RESOLVED by Deputy Mayor Hendrikx

Resolved that Council receives the JHSC Policies – Implementation of the Wellness and Ergonomics Policies Staff Report as presented by the Clerk.

CARRIED.

- 2) Public Works Manager Coulter Cahill gave Council a verbal update pertaining to the Public Works Department
 1. Walkers Drive construction almost completed
 2. Box is being installed on the new pickup truck
 3. Sidewalks in Kerwood are completed
 4. Winter sand and salt has been delivered to the Napier Public Works Yard
 5. New Township entrance signs are being installed as locates are received from Ontario 1 Call.

MOVED by Deputy Mayor Hendrikx

SECONDED by Councillor Brodie

Resolved that Council receive the verbal Public Works Report from the Public Works Manager as stated. CARRIED

CAO/Treasurer Cathy Case presented her reports to Council.

- 3) CAOTR-1 Invoice Payment Approval
CAOTR-1 Invoice Payment Listing-Oct 5 to Oct 18 2019

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that Council approve the accounts listing for the period October 5 to October 18, 2019 in the amount of \$649,356.83 as presented. CARRIED.

- 3) CAOTR-2 Seasonal Office Hours

Council discussed the seasonal office hours proposed.

MOVED by Councillor Brodie
SECONDED by Deputy Mayor Hendrikx
Resolved that Council accept the Seasonal Office Hours Staff Report as presented by the CAO/Treasurer. CARRIED.

- 4) CAOTR-3 Council Grant Policy
CAOTR-3 Council Grant Policy-DRAFT

MOVED by Deputy Mayor Hendrikx
SECONDED by Councillor MacKinnon
Resolved that Council receive the Council Grants Policy Report as presented by the CAO/Treasurer. CARRIED.

MOVED by Councillor Brodie
SECONDED by Councillor Clarke
Resolved that Council accept the draft Council Grant Policy for review to be discussed at the next regular Council meeting. CARRIED.

- 5) CAOTR-4 Disposition of Land - Unopened Road Allowance Lots 9 and 10, Concession 5
CAOTR-4 Disposition of Land - Unopened Road Allowance Lots 9 and 10, Concession 5 Attachment 1
CAOTR-4 Disposition of Land - Unopened Road Allowance Lots 9 and 10, Concession 5 Attachment 2

Councillor Brodie reiterated his pecuniary interest and left Council chambers.

MOVED by Councillor MacKinnon
SECONDED by Deputy Mayor Hendrikx
Resolved that Council receive the Disposition of Land-Unopened Road Allowance Lots 9 and 10, Concession 5 Staff Report as required by the Disposition of Land By-law 22 of 2010 and presented by the CAO/Treasurer. CARRIED.

MOVED by Councillor Clarke
SECONDED by Deputy Mayor Hendrikx
Resolved that Council of the Township of Adelaide Metcalfe require a minimum deposit of \$5,000.00 to be applied to any costs incurred by the Township for disposition of the road allowance at Lots 9 and 10, Concession 5 which was not initiated by the Township. CARRIED.

MOVED by Councillor Clarke

SECONDED by Councillor MacKinnon

Resolved that Council of the Township of Adelaide Metcalfe adopt the recommendation contained in the CAO/Treasurer report that the unopened road allowance between Lots 9 and 10, Concession 5 extending from Patterson Drive south to the Sydenham River be declared as surplus to the needs of the Township. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that Council authorize staff to proceed with the disposition of property identified as the unopened road allowance between Lots 9 and 10, Concession 5 from Patterson Drive to the Sydenham River upon receipt of the refundable deposit of \$5,000.00 from participating property owner(s) as recommended by the CAO/Treasurer. CARRIED.

Closed Session

MOVED by Councillor MacKinnon

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; and

(c) a proposed or pending acquisition or disposition of land by the municipality or local board, and that the CAO/Treasurer and Clerk be in attendance at 7:45 PM. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that the Closed Session end at 8:40 PM and Council convene in open session. CARRIED.

Rise and Report

MOVED by Councillor Clarke

SECONDED by Councillor Brodie

Resolved that Council appoint Coulter Cahill as Public Works Manager. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Clarke

Resolved that Council schedule a Special Closed Meeting Session on Monday, October 28, 2019 at 1:00 PM as per the Municipal Act, Section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees; (d) labour relations or employee negotiations, and Section 239 (3.1) Educational or Training Sessions. CARRIED.

MOVED by Councillor MacKinnon

SECONDED by Councillor Brodie

Resolved that Council direct staff to proceed as discussed in Closed Session. CARRIED.

Other Business

Councillor Clarke inquired when the Township 2020 budget would be ready for presentation to Council. CAO/Treasurer Cathy Case advised Council that capital expenditures budget would be presented to Council mid-November 2019.

Councillor MacKinnon advised Council that the St. Clair Region Conservation Authority 2020 Budget was completed and Brian MacDougall, General Manager/Secretary Treasurer would be willing to attend a future Council to answer any questions from Council regarding the Budget.

Deputy Mayor Hendrikx advised Council that there was a board meeting for Bluewater Recycling Association on October 17, 2019 that she was not able to attend due to the Special Policy Areas Review Public Meeting.

Mayor Smith advised Council that he attended the Firefighters Awards ceremony that was scheduled for Friday, October 18, 2019 at Middlesex Centre, where Craig Langford, and Curtis Wilson were graduating from NAFP 1001 course.

By-laws

MOVED by Councillor MacKinnon

SECONDED by Deputy Mayor Hendrikx

Resolved that first and second readings be given to:

By-law No. 67 of 2019 – Zoning By-law Amendment Z06-2019, Dortmans, 29025 Centre Road

And the Mayor and Clerk be authorized to sign the by-laws. CARRIED.

MOVED by Councillor Clarke

SECONDED by Councillor Brodie

Resolved that all three readings be given to:

By-law No. 66 of 2019 – Conditional Building Permit Agreement – 28610 Centre Road

By-law No. 68 of 2019 - Official Plan Amendment No 12, Dortmans, 29025 Centre Road

By-law No. 69 of 2019 – Ergonomics Policy

By-law No. 70 of 2019 – Wellness Policy

By-law No. 71 of 2019 – Confirm Council Proceedings

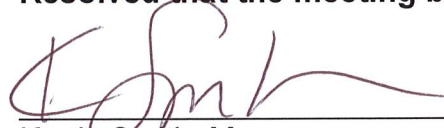
And that the by-laws be signed by the Mayor and Clerk and have the corporate seal attached. CARRIED.

Adjournment

MOVED by Councillor Brodie

SECONDED by Deputy Mayor Hendrikx

Resolved that the meeting be adjourned at 8:49 pm. CARRIED.



Kurtis Smith, Mayor



Jennifer Turk, Clerk