

The Corporation of the Township of Lucan Biddulph Council Minutes

Present: Mayor C. Burghardt-Jesson, Deputy Mayor D. Manders, Councillor D. Regan, Councillor P. Mastorakos and Councillor A. Westman

Also Present: R. Reymers-CAO/Clerk, T. Merner-Deputy Clerk, K. Langendyk-Treasurer, J. Little-Public Works Manager, P. Smith-Parks & Recreation Manager, L. deBoer-Economic Development Coordinator

Call To Order

Mayor C. Burghardt-Jesson called the meeting to order at 5:30 pm. The meeting took place electronically.

Declaration of Pecuniary Interest & Nature Thereof

None

Announcements

Today was a good day for our community and the communities across Middlesex. The Health Unit, as announced yesterday, has been able to open up COVID vaccine availability to broader demographics including, but not limited to citizens over 80. In two (2) hours, 5000 COVID bookings were made—that's 11 days of vaccine appointments. If this is any indication of support for the vaccine rollout, then I would say things look very promising.

It has been such a hard go at times, so this vaccine news is welcome! I'm sure we have all felt overwhelmed by the weight of the global crisis. I was feeling a bit of that last week and into the weekend. A friend of mine shared a news story from CBC Calgary. It was an interview with a 97 year old woman about resiliency and getting through these times. My goodness, her spirit was a lift. If you get a chance, I encourage you to take a look for the video and watch it. You will be inspired.

But, while she had lots of advice—what really struck me was this: "Do what you can and get on with it. Take things as they come." You know that is incredibly sage advice. So often we push ourselves and our expectations to do so much especially during this time and often we burn ourselves out. We are in a great position now. There is light at the end of the tunnel. We will—we are getting through this. So—lets all just do what we can and get on with it!

The budget process is an important one for council to go through and participate in. It allows us to understand and determine priorities for not only the present year but plan for future projects in future years. It brings together all the guiding principle documents to develop a financial plan and put an eye on how our community will develop over time. I am looking forward to Kathryn's presentation and the discussion that will take place. I want to thank Kathryn for her leadership, the staff for the work putting this together. To council, thank you for your diligence and passion for community that helps develop this document. Together we are all working towards making Lucan Biddulph the best community it can be.

Delegations

a) 2021 Draft Budget Presentation

Treasurer, K. Langendyk presented the draft 2021 budget for consideration. She noted the draft budget was included in the February 16th Agenda for consideration and no questions or comments were received from the public by the February 26th deadline. K. Langendyk then highlighted and reviewed the proposed changes to revenue, expenses, each department and capital expenditures. She advised a small surplus of \$27,800.00 resulted. Discussion took place regarding the public works expense for two new radar speed signs at \$6,000 each and how one sign is intended for permanent placement on Granton Line. It was noted that donations and fundraising from the Granton Community are planned for the cost of this sign and until those funds are raised a permanent sign should not be purchased. K. Langendyk noted this would amend the budget and increase the surplus by \$6,000.00. K. Langendyk noted the Parks & Recreation department saw the greatest budget effects as a result of the pandemic and discussion followed regarding the decrease in revenue and expenses, what portion of the tax levy contributes to parks & recreation and efficiency costs noticed as a result of upgrades made to the ice chiller recently. K. Langendyk noted the grant application submitted under the Investing in Canada Infrastructure Program (ICIP) for \$100,000 towards the addition of a salt/sand storage shed was denied, however we have been given the

opportunity to apply for another project by March 5, 2021. Discussion took place regarding the plans of moving the tennis courts to another parkland space in Lucan and applying for this project cost under the ICIP Covid Stream.

1/ ICIP: COVID Stream – Local Government Intake

Moved by P. Mastorakos

Seconded by D. Regan

That Council direct staff to apply for relocation of the tennis courts project under the ICIP COVID Stream – Local Government Intake fund.

CARRIED

Further discussion took place regarding plans to move ahead with construction of a sand/salt storage shed and the possibility of extending our current arrangement with MTO for another year. K. Langendyk further noted the costs of this storage shed would come from reserves therefore not affect the tax rate. Following the general presentation of the budget discussion took place regarding the 2022 Election costs, future needs for a permanent Chief Building Official position and planning for future urbanization projects along Saintsbury Line and Richmond Street. K. Langendyk advised of the next steps and noted the tax levy bylaw will be brought forward later in the year once the School Board and County levies are finalized.

b) Public Water Rates Presentation

Public Works Manager, J. Little reviewed the proposed increases to the water and wastewater budget. He noted the 2% increase to both the water and waste water capital levy represents inflation costs. He further noted that without an increase in the water usage rate this year, the system would see a deficit. J. Little further explained that with the proposed increases to the water system the average household would see an increase of approximately \$4.11 on their quarterly water bill. J. Little noted that with the proposed increases to the waste water system the average household would see an increase of approximately \$3.51 on their quarterly waste water bill. Discussion followed regarding capital projects for each system and water usage from builders and how that cost is recovered.

No comments from the public were received.

Mayor C. Burghardt-Jesson closed the public water and waste water rates session of the meeting at this time.

2/ Water and Waste Water Rates

Moved by D. Regan

Seconded by D. Manders

That the Council of the Township of Lucan Biddulph accepts the recommendation of the Public Works Manager as presented on March 2, 2021, regarding the water and waste water rates for 2021 as follows:

- *\$0.05 increase to usage rates for both water and waste water*
- *2% increase to the water flat rate charge*
- *2% increase to capital levy rates for both water and waste water*

with each being effective January 1st, 2021.

And further that staff be directed to bring forward the equivalent amendment to the fees bylaw.

CARRIED

3/ 2021 Draft Budget

Moved by D. Regan

Seconded by D. Manders

That Council of the Township of Lucan Biddulph accepts the draft 2021 budget as by the Treasurer on March 2, 2021 with a 1% municipal tax levy increase and further that the estimated \$33,800 surplus be directed to the tax stabilization reserve fund.

CARRIED

Public Meeting Under Planning Act, R.S.O. 1990, c.P.13

4/ Public Meeting

Moved by A. Westman

Seconded by D. Manders

Resolved that the Council of the Township of Lucan Biddulph adjourn its regular meeting at 7:16 p.m. and move into a Public Meeting under Section 34 of the Planning Act, R.S.O. 1990, as amended, to consider the following Zoning By-law Application.

CARRIED

ZBA-4-5-2021 Removal of Holding Symbol (155 and 163 Kent Avenue)

R. Reymer reviewed report no. PL-05-2021. He noted a holding symbol is applied land to restrict development until municipal services are in place and in this case services are complete therefore the holding symbol can be lifted.

No questions or comments were received from Council.

5/ Adjourn Public Meeting

Moved by D. Regan

Seconded by A. Westman

Resolved that the Council of the Township of Lucan Biddulph adjourn the public meeting at 7:19 p.m. and reconvene its regular meeting to continue with its deliberations.

CARRIED

6/ ZBA-4-5-2021 – Removal of Holding Symbol (155 and 163 Kent Avenue)

Moved by D. Manders

Seconded by D. Regan

Resolved that the request to remove the holding (H) symbol by Bryan and Mary Smith to allow for the construction of a single detached dwelling on each lot be granted and that the implementing By-law's be passed.

CARRIED

Adoption of Minutes

7/ Minutes

Moved by D. Regan

Seconded by A. Westman

That the regular council meeting minutes of February 16, 2021 and Special Council Minutes of February 23, 2021 be approved as circulated.

CARRIED

Business Arising

Nothing new was added and no discussion took place.

Correspondence

Mayor C. Burghardt-Jesson noted early bird registration for the AMO Conference is now open until April 30th and instructed Council to advise the Deputy Clerk should they wish to attend.

8/ Receive Correspondence

Moved by A. Westman

Seconded by D. Regan

That Items 9 a) through b) (Correspondence) be received for information.

CARRIED

Committee Reports

CEDC

L. deBoer commented on the draft minutes included, noting Feb. 17th was the first meeting of 2021 and brainstorming for ideas to support our local businesses was the focus of the meeting.

Bluewater Recycling Association

D. Manders gave an update regarding a previous meeting and noted testing is being completed presently for electronic sorting of recycling materials.

Fire Boards

R. Reymer reviewed both sets of Minutes included from Lucan Biddulph and Biddulph Blanshard Area Fire Boards. Discussion took place regarding the potential for a ladder truck at the Lucan Biddulph station in the future and how that would be accommodated. R. Reymer advised both fire area boards have recommended completion of a fire services master plan. He further noted Council would need to accept the fire area boards recommendation and instruct staff to investigate further. R. Reymer added a formal motion can be brought forward for Council's consideration at a following meeting.

UTRCA and ABCA

A. Westman noted both Conservation Authorities are moving forward with 2021 projects and beginning to plan for summer programming at this time. He further noted safety awareness is a focus at this time with spring melts just around the corner.

Staff Reports

CAO/Clerk

R. Reymer gave a department update including a 2-day LPAT hearing date scheduled for June 24 & 25; upcoming meeting between CAO's, MPP Monte McNaughton and Minister Jeff Yurek regarding expanding the green stream funding programs; upcoming official plan update and progress on the Community Safety and Well-Being Plan.

Finance

K. Langendyk reviewed report no. FIN-03-2021 and noted the Statement of Remuneration and Expenses is a requirement under the Municipal Act. She further noted the statement is unaudited at this time, however most likely final numbers.

9/ 2020 Statement of Remuneration and Expenses

Moved by D. Regan

Seconded by A. Westman

That Council receives report no. FIN-03-2021 for information

CARRIED

K. Langendyk reviewed report no. FIN-04-2021. She noted that in order to apply for the 2nd round of modernization funding recently announced municipalities must show how the unrestricted funding plans were used or allocated. R. Reymer further noted Middlesex County is preparing a joint application for the 2nd stream of funding to be used towards various projects.

Public Works

J. Little reviewed report no. PW-05-2021 regarding the gravel tender and advised a local company which the Township has used previously submitted the lowest bid.

J. Little reviewed report no. PW-06-2021 regarding the dust control tender. Discussion followed regarding the difference between the highest bid and lowest bid and J. Little advised a different product is used.

J. Little reviewed report no. PW-07-2021 regarding a repair needed at the Granton waste water treatment plant. Discussion followed regarding the frequency of repairs, warranty possibilities and possible proactive maintenance in the future. J. Little noted this was a stress type of repair to the system and the particular section had not been replaced recently.

J. Little reviewed report no. PW-08-2021 and advised Packet-Tel Corp is looking to install fibre optic infrastructure to St. Patrick's Catholic School and Nagle Drive residents, therefore are requesting use of the municipal road allowance to do so. He further noted the agreement included has been reviewed by our municipal solicitor.

J. Little provided further updates including a scheduled meeting with BM Ross to review the draft Master Servicing Study report and information obtained at the recent OGRA virtual conference with respect to climate change and vision zero traffic calming topics.

Deputy Mayor D. Manders inquired about sidewalk repairs and how same is determined from the Township. J. Little advised there are minimum maintenances standards required and inspections completed annually. He further noted we are in the process of starting a working group with the County for inspection of roads and sidewalks.

Parks & Recreation

P. Smith advised a last minute request has been submitted to Council via email with respect to a Healthy Community Initiative. He noted the community story walks were very well received in Lucan Biddulph earlier in 2020 and the Early Years program through the County of Middlesex has invited us to support Middlesex County Library's application to Canada Healthy Communities Initiative in support of a Middlesex County StoryWalk project. He further noted the deadline for submission is March 9th.

10/ Canada Healthy Communities Initiative and Middlesex County StoryWalk project

Moved by A. Westman

Seconded by D. Regan

That Council directs staff to endorse a letter in support of the Middlesex County Library application for the Canada Healthy Communities Initiative and the Middlesex County StoryWalk project.

CARRIED

P. Smith further advised that with the recent move to the Orange level of the COVID-19 Response Framework staff are working towards the re-start of programs at the community centre.

Councillor's Comments

Councillor A. Westman and D. Regan provided updates regarding the topics covered at the recent OGRA virtual conference.

Councillor P. Mastorakos raised some questions regarding the Township procurement process for longer term contracts.

Councillor P. Mastorakos raised some questions regarding the Committee Appointment Bylaw including function of the Committee, Committee member's roles and the selection process followed.

Deputy Mayor D. Manders raised some questions regarding the feasibility of continuing our dog tag program.

Notices of Motion

Deputy Mayor D. Manders advised he will be submitting a Notice of Motion to the Clerk for consideration at the next meeting regarding the ongoing feasibility of the Township's dog tag program.

Councillor P. Mastorakos advised he will be submitting a Notice of Motion to the Clerk for consideration at the next meeting regarding a CAO performance appraisal policy.

Motions

11/ Modernization Funding

Moved by D. Regan

Seconded by A. Westman

Resolved that Council receives report no FIN-04-2021 for information and approves the allocation of the unrestricted modernization funding as presented.

CARRIED

12/ Gravel Tender 2021

Moved by P. Mastorakos

Seconded by D. Manders

Resolved that authorizes staff to accept the tender from Clarence Carter and Sons for the supply, delivery and spreading of "Granular M" gravel for 2021.

CARRIED

13/ Dust Tender 2021

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that authorizes staff to accept the tender from Den-Mar Brines Limited in the amount of \$67,460.00 for the supply of dust suppressants and road stabilization products in 2021.

CARRIED

14/ Granton Waste Water Treatment Plant Repair

Moved by A. Westman

Seconded by D. Regan

That Council accepts the recommendation of the Public Works Manager as noted in report no. PW-07-2021 and further directs staff to proceed with Hannah Environmental Equipment Inc. at the quoted repair cost of \$53,000.00 + HST.

CARRIED

15/ Bylaws

Moved by D. Regan

Seconded by A. Westman

That if no one cares to speak to these By-laws on their First, Second and Third Reading, that they be considered to have been read a First time and Passed, read a Second time and Passed, read a Third time and Passed, that they be numbered:

- 16-2021 Execution of Packet-Tel Corp. Agreement*
- 17-2021 Committee Appointment Bylaw*
- 203-2021 Removal of Holding (Smith)*
- 204-2021 Removal of Holding (Smith)*

CARRIED

16/ Closed Session

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that Council adjourn its regular meeting at 8:50 p.m. in order to conduct a closed session pursuant to Section 239 (2) of the Municipal Act for the purpose of a proposed or pending acquisition of land by the municipality.

CARRIED

17/ Rise from Closed Session

Moved by

Seconded by

Resolved that Council reconvene its regular meeting at 9:10 p.m.

CARRIED

18/ Confirming

Moved by A. Westman

Seconded by D. Manders

That if no one cares to speak to these By-laws on their First, Second and Third Reading, that they be considered to have been read a First time and Passed, read a Second time and Passed, read a Third time and Passed, that they be numbered:

- 18-2021 Confirming Bylaw

CARRIED

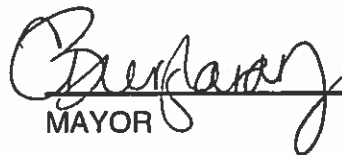
19/ Adjournment

Moved by D. Regan

Seconded A. Westman

Resolved that the Council meeting be adjourned at 9:11 p.m.

CARRIED


MAYOR


CLERK