

The Corporation of the Township of Lucan Biddulph Council Minutes

Present: Deputy Mayor D. Manders, Councillor D. Regan, Councillor P. Mastorakos and A. Westman

Also Present: R. Reymers-CAO/Clerk, T. Merner-Deputy Clerk, J. Little-Public Works Manager, P. Smith-Parks & Recreation Manager

Absent: Mayor C. Burghardt-Jesson (entered the meeting at 8:08 pm)

Call To Order

Deputy Mayor D. Manders called the meeting to order at 6:36 pm.

Declaration of Pecuniary Interest & Nature Thereof

a.	<u>Member</u>	<u>Item #</u>
	Deputy Mayor D. Manders	8 (c) and 11

Nature of Conflict

Family member is an employee and position is on the salary grid

Deputy Mayor D. Manders advised that Mayor C. Burghardt-Jesson may be entering the meeting later on but has provided a Declaration of Pecuniary Interest ahead of time.

a.	<u>Member</u>	<u>Item #</u>
	Mayor C. Burghardt-Jesson	8 (c) and 11

Nature of Conflict

Family member is an employee and position is on the salary grid

Delegation

Brian Horner, General Manager and Secretary Treasurer along with Geoff Cade, Water and Planning Manager from Ausable Bayfield Conservation Authority (ABCA) attended to present the proposed 2020 Budget and Municipal Levies. Mr. Horner advised the overall increase to the general levy and project levy is 1.5%. He further advised that Lucan Biddulph is growing at a greater rate than all other member municipalities combined. Discussion took place regarding the provincial funding cuts to conservation authorities and the effect that has had on budgets as well as questions from council regarding efficiencies, education and recreational programs and resources and time spent on the shoreline management project.

Minutes

T. Merner advised of a correction to be made to the regular Council meeting minutes of December 3, 2019, specifically Motion No. 6, Confirming Resolution. She noted the correction being that bylaw no. 64-2019 and 65-2019 received first and second reading only.

1/ Minutes

Moved by D. Regan

Seconded by A. Westman

That the regular Council Meeting Minutes of December 3, 2019 be approved as amended.

CARRIED

Business Arising

Deputy Mayor D. Manders noted that all items listed on the business arising are ongoing at this time.

Communications Reports

No discussion took place regarding any communication items included.

Committee Reports

CEDC

Councillor P. Mastorakos advised bi-monthly meetings will be set up in the New Year and they will be focusing on strategies for economic development and being in-line with the Lucan Biddulph Strategic Plan.

PRAC

P. Smith advised that PRAC met on December 11th and Glen Boy was in attendance to give a presentation on the feasibility study. P. Smith further advised that the committee has decided to postpone any recommendations for moving forward until we have been notified of the grant application funding.

Staff Reports

CAO/Clerk

R. Reymer advised that a bylaw is included to authorize cost recovery fees with respect to fire department specific response incidents. He further noted the Fire Marque looks after the billing of all our claims and they recommended municipalities adopt this bylaw to further protect municipalities in light of a previous incident where an insurance claim was paid to the client instead of the municipality. R. Reymer further advised our fees bylaw has been amended to specify reference to this bylaw.

R. Reymer noted that the strategic planning exercise held on December 4th was very well received and we look forward to moving forward with the Strategic Plan in the New Year.

R. Reymer gave a few further updates including the recently announced new CAO at Municipality of Thames Centre, Mike Henry and further progress from the County of Middlesex IT department as they continue to work on switching our server to the County Server as host over the next few weeks.

T. Merner advised that since council passed Bylaw 54-2011 on December 19, 2011 which adopted our Emergency Management Plan, the province has since modified the requirements of the Emergency Management and Civil Protection Act and regulation specifying additional requirements which require Municipality's to pass a further bylaw. She further noted that this bylaw included assists with meeting OFMEM annual compliance.

Planning

M. Bancroft reviewed his report regarding the site plan approval for a property located at the Industrial Park subdivision and owned by 2525186 Ontario Inc. M. Bancroft advised a site plan agreement has been prepared and standard requirements for parking, grading, access and security deposit are included. He further noted that the applicant is satisfied with the agreement.

2/ SPA-3-2019 (2525186 Ontario Inc.) Site Plan Approval

Moved by D. Regan

Seconded by A. Westman

That the Council of the Township of Lucan Biddulph accepts the planner's report for Site Plan Approval dated December 17, 2019 for the lands municipally described as 1015 Heenan Court, Lucan, ON.

CARRIED

Public Works

J. Little advised that MTO has extended the deadline for use of the sand/salt storage facility on Roman Line until 2024. He noted that we are still going ahead with our delegation meeting request with MTO at the OGRA 2020 Conference in February. Councillor P. Mastorakos asked if there has been any explanation given for discontinuing our arrangement and J. Little advised not specifically however we are using three times the volume that we did when we first started 12-15 years ago. Deputy Mayor D. Manders expressed that he would like staff to continue to try and keep our current arrangement, especially since the Province is asking municipalities to work together to try and find efficiencies.

J. Little advised that he has had communication with County Engineer, Chris Traini and they are planning to address the speed limit issue on Saintsbury Line.

J. Little advised that all lower-tier public work departments are planning to meet regularly to look at policies, procedures and design standards to try and do things consistent across the County.

Parks & Recreation

P. Smith advised that similar to the Public Works Department all lower-tier Facilities Manager's are planning to meet regularly to share policies and procedures.

P. Smith advised that LED lights have been installed at the Granton Park to try and deter vandalism incidents that have been taking place later at night in the park.

P. Smith advised that the Michael Landsberg event was very well attended with approximately 500 guests and added that it is great to see what the Lucan Peewee Rep boy's hockey team has been doing to promote Mental Health awareness in the community.

P. Smith advised that the War Memorial Grant application deadline is March 1, 2020 and he is actively looking for community groups to participate.

Councillor's Comments

Councillor P. Mastorakos noted the flag lowering that took place recently in recognition of a volunteer fire fighter from another Municipality that recently passed. He further asked if there is a policy in place to ensure that the lowering of municipal flags is done in a fair and equitable manner.

3/ Flag lowering policy

Moved by P. Mastorakos

Seconded by D. Regan

That the Council of the Township of Lucan Biddulph directs staff to establish a policy to set guidelines with respect to flying flags at half-mast at municipally owned facilities to ensure fairness and consistency.

CARRIED

Deputy Mayor D. Manders advised he attended the open house that Copia Developments hosted regarding their development plans for the property located at 280 Main Street in Lucan. R. Reymer further added that the developer plans to build a 4-storey apartment building and will have to apply for a minor variance to obtain relief from the zoning bylaw which currently specifies a maximum height allowance of 10 metres. Deputy Mayor D. Manders asked if emergency services for increased building height would be an issue and M. Bancroft advised that if the Municipality does not have an emergency services ladder truck available other requirements such as sprinklers can be stipulated through the site plan approval agreement.

Deputy Mayor D. Manders vacated the chair and exited the meeting at 7:42 pm. Councillor A. Westman assumed the chair at this time.

Staff Reports

Finance

In absence of the Treasurer, R. Reymer reviewed the reports submitted. He advised there are 2 policies presented to be passed, the overall salary grid for 2020 and the confidential salary grid for 2020. He further noted staff has added the inflationary adjustment to the salary grid based on the statistics Canada inflationary rate as of October 2019. R. Reymer advised this is the first year we have not followed the County of Middlesex adjustment due to the fact that it takes place later in the first quarter of the year. Implementing the Inflationary Rate at the beginning of the year will save staff time and avoid retroactive pay.

Deputy Mayor D. Manders returned and resumed as chair of the meeting at 7:50 pm.

4/ In-Camera Session

Moved by D. Regan

Seconded by A. Westman

Resolved that Council adjourn to Committee of the Whole in camera at 7:50 pm in regards to a personnel matter regarding identifiable individuals with R. Reymer and T. Merner remaining.

CARRIED

5/ Rise from In-Camera Session

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that the Committee of the Whole in camera does now rise and Council reconvene at 8:06 p.m.

CARRIED

6/ Adopt Policies

Moved by D. Regan

Seconded by P. Mastorakos

That the Council of the Township of Lucan Biddulph adopts the following policies:

- Policy No. 100-21-2020 (Salary Grid Policy)*
- Policy No. 100-22-2020 (Confidential Pay Rates)*

CARRIED

Councillor A. Westman vacated the chair at this time. Deputy Mayor D. Manders returned to the meeting and Mayor C. Burghardt-Jesson joined the meeting at 8:08 pm and assumed the chair.

7/ Confidential Report from In-Camera Session

Moved by A. Westman

Seconded by D. Manders

Resolved that the Council of the Township of Lucan Biddulph accepts option no. 2 of the Confidential Report from the Treasurer, K. Langendyk, dated December 17, 2019.

CARRIED

8/ Accounts Paid

Moved by D. Regan

Seconded by D. Manders

RESOLVED That the Council of the Township of Lucan Biddulph approve the accounts as paid, as follows:

<i>November 2019</i>	<i>\$2,431,254.36</i>
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CARRIED

9/ 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:

- 67-2019 Appointment Bylaw (Committee)
- 68-2019 Fire Department Specific Response Bylaw
- 69-2019 Fees Bylaw
- 70-2019 Execution of Site Plan Agreement (2525186 Ontario Inc.)
- 71-2019 Emergency Management and Civil Protection Act requirements
- 207-2019 (Lee) Zoning Bylaw Amendment
- 208-2019 (Ridge Crossing) Removal of H Symbol
- 209-2019 (Ridge Crossing) Zoning Bylaw Amendment
- 72-2019 Confirming By-law

CARRIED

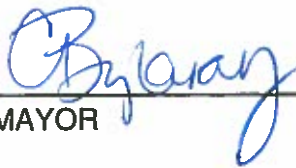
10/ Adjournment

Moved by D. Manders

Seconded P. Mastorakos

Resolved that the Council meeting be adjourned at 8:14 p.m.

CARRIED


MAYOR


Deputy CLERK