

The Corporation of the Township of Lucan Biddulph Council Minutes

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

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

Absent: Councillor D. Regan

Call To Order

Mayor C. Burghardt-Jesson called the meeting to order at 6:30 pm.

Declaration of Pecuniary Interest & Nature Thereof

None

Announcements

Mayor C. Burghardt-Jesson congratulated the Lucan Area Heritage & Donnelly Museum on their recent event "Walk the Roman Line" which commemorated the 140th anniversary of the Donnelly Massacre. The event was live streamed on February 3rd and followed the museum interpreter as they walked the path the vigilantes took down Roman Line.

Delegations

Lucas Egli, JACOBS

Lucas Egli from Jacobs attended to present the Lucan Water Distribution Inspection Report regarding the inspection conducted on October 17, 2019. Mr. Egli summarized the report and noted that no non-compliance issues were identified resulting and overall inspection rating of 100% was received. He further presented a Certificate of Accreditation which certifies that the water operating system conforms with the requirements of the Drinking Water Quality Management Standards.

J. Little updated council on a computer failure that took place in January at the Lucan Booster station. He advised the computers monitor activity, log data and initiate a call-out if there is a problem with the system and noted that with the computer failure the back-up system did not initiate a call-out as it should have. Replacements and software upgrades were made as well as some modifications made to previous procedures. J. Little further advised that JACOBS notified the Ministry of the issue and no data was lost during the failure.

Deputy Mayor D. Manders asked if there is technology available to identify small water leaks in our operating system. J. Little advised that meter readings track water usage which allows us to monitor water going out versus what we are bringing in and that is the best way to track water usage. He further advised that sometimes we can see some red flag issues with meter reads and investigate the area further.

Councillor P. Mastorakos raised some questions regarding safe guards in place from cyber-attacks on the computer systems at the water stations. J. Little advised Lucan Biddulph owns all of the computers and that although they are connected to each other they are not connected to the Internet. Mr. Egli further advised that the computers are further protected by VPN security software through Jacobs.

Mayor C. Burghardt-Jesson raised a question regarding lead notifications and if there are areas in our system that still have lead. Mr. Egli advised that some private systems still report lead

and those residences are tested twice annually. Mr. Egli further advised the Township cannot force home owners to update their systems however keeping users informed is the best practice to follow.

Mayor C. Burghardt-Jesson thanked Mr. Egli for presentation and he then exited the meeting at 6:52 pm.

Adoption of Minutes

1/ Minutes

Moved by P. Mastorakos

Seconded by A. Westman

That the regular council meeting minutes of January 21, 2020 be approved as circulated.

CARRIED

Business Arising

Nothing new was added and no discussion took place.

Communications Reports

R. Reymer commented on the good news received from Minister Steve Clark wherein the County of Middlesex and lower-tier municipalities were notified they were approved for funding under the Municipal Modernization Program for a joint Service Delivery Review and joint Digital Transformation Business Process Review. Mayor C. Burghardt-Jesson advised she was able to speak with Minister Steve Clark at the recent ROMA Conference and relayed the positive benefits that challenging municipalities to find efficiencies will do and they should consider extending it beyond Municipal Affairs.

Mayor C. Burghardt-Jesson commented on a few other correspondence items listed including the MPAC Assessment Report, OMAFRA RED Program, ABCA Nominate a Conservationist of the Year invitation and the Community Futures Middlesex outreach for new volunteer board members.

Committee Reports

CEDC

L. deBoer advised that Minutes from the two previous committee meetings are included and there was good conversation at the last meeting regarding green initiatives/projects and how we can start to move this forward. Discussion was had regarding the possibility of a separate committee for green initiatives specifically and reaching out to other municipalities to share on joint initiatives.

ABCA and UTRCA

A Westman advised that ABCA did not meet in January however UTRCA did with a fairly light Agenda. He advised that Conservation Authorities often own property that contains heritage buildings which require upkeep and investment and in the face of budget cuts to Conservation Authorities the UTRCA will be doing a review of property they own and discuss what could possibly be liquidated.

Staff Reports

CAO/Clerk

R. Reymer advised the draft development charges bylaw is now available on our website and at the township office for viewing. He noted some minor changes made to the initial draft by B.M. Ross Engineers.

R. Reymer gave some further updates including the strategic plan, OCIF allocation announcement, modernization delivery review and the new County Planner employee, Dan Fitzgerald, whom will cover Lucan Biddulph and start February 6th. R. Reymer further advised that he and Councillor A. Westman will be attending the MECP (Ministry of Environment, Conservation and Parks) Consultation session in London on February 14th and R. Reymer will attend the Proposed OPP Services Board Consultation meeting on February 19th.

Finance

K. Langendyk advised she and R. Reymmer met with Kevin Routley from Selectpath last week to discuss the Township group benefits renewal. She asked if there were any questions regarding her report included and noted there will be no impact on the 2020 budget as there was no increase in premium rates.

K. Langendyk advised interim tax bills are being sent out this week and due dates are February 28th and May 29th. She further advised that two finance committee meetings have taken place to review the draft 2020 budget and the budget process will be moving forward with a presentation to council at the March 3rd meeting.

Councillor P. Mastorakos raised a question regarding a letter sent out the beginning of January regarding property taxes. K. Langendyk advised that any property that carried a balance, either debit or credit, received a statement requesting them to contact the auditor if they were in disagreement with the balance shown and further noted this letter was as per direction of the auditor.

Public Works

J. Little gave a few updates including tenders for gravel and dust control having been sent out, and that public works staff are working together with Spriet Associates to try and clean up all outstanding municipal drain accounts. He further noted the tender for the Nagle Drive water main project has been prepared however Dillon Consulting is waiting on comments from the MTO regarding the road boring required.

Parks & Recreation

P. Smith reviewed his report regarding replacement of the shell and tube chiller at the Lucan Community Memorial Centre and relayed the importance of ensuring tenders get out as soon as possible so replacement can happen prior to the fall 2020 season. He further confirmed this is a capital replacement listed on the 2020 budget. Mayor C. Burghardt-Jesson advised FCM has a green fund grant and staff should look to see if there is opportunity for that grant with this capital replacement.

P. Smith provided an update and outlook for 2020 from the parks & recreation department including new agreement to be completed for lease of soccer field no. 3 for the 2020 season as well as possible short term plan going forward; further program developments for different age groups, upcoming community events, fire system upgrades, drainage improvements, ball diamond upgrades and maintenance, donated bench and entrance walk in memory of Ron Simpson, staff developments, plans for tree planting, structural inspections of pavilions, playground surface top-up and goals for the Parks & Recreation Committee.

Councillor's Comments

Councillor P. Mastorakos commented on the memorial bench being donated from the Gift of Life Association in honour of the late Ron Simpson who was both an organ recipient and donor and noted some useful facts regarding organ donation.

2/ Atkinson Drain

Moved by A. Westman

Seconded by P. Mastorakos

That the Township of Lucan Biddulph council appoint Spriet Associates London Ltd. under Section 4 (or 78) of the Drainage Act to prepare a drainage report for the requested work to the Atkinson Drain subject to the required 30 days notice to the applicable Conservation Authority.

CARRIED

3/ Blake Drain

Moved by A. Westman

Seconded by P. Mastorakos

That the Township of Lucan Biddulph council appoint Spriet Associates London Ltd. under Section 4 (or 78) of the Drainage Act to prepare a drainage report for the requested work to the Blake Drain subject to the required 30 days notice to the applicable Conservation Authority.

CARRIED

4/ Chiller Replacement - Lucan Community Memorial Centre

Moved by A. Westman

Seconded by D. Manders

That the Council of the Township of Lucan Biddulph authorize staff to request tenders for the replacement of the shell and tube chiller at the Lucan Community Memorial Centre with a new plate frame chiller and surge drum.

CARRIED

5/ PRO Conference

Moved by P. Mastorakos

Seconded by D. Manders

That the Council of the Township of Lucan Biddulph authorize Paul Smith to attend the Pro Educational Forum and Trade Show through PRO (Parks and Recreation Ontario) in Blue Mountain, Collingwood from Mar 24-Mar 27, 2020, the registration fee of which is covered by our municipal PRO membership.

CARRIED

6/ ORFA Professional Development Program

Moved by A. Westman

Seconded by P. Mastorakos

That the Council of the Township of Lucan Biddulph authorize Paul Smith, Brett Hodgins and Jesse Manders to attend the ORFA annual Professional Development Program from April 26 to May 1, 2020 at the University of Guelph at a cost of \$1,452.05 per person (including HST) for two participants and a cost of \$1,491.60 (including HST) for the third participant. Note the difference in registration fees for the third participant is due to different course material.

CARRIED

7/ Confirming

Moved by D. Manders

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:

- 03-2020 Confirming By-law

CARRIED

8/ Adjournment

Moved by P. Mastorakos

Seconded A. Westman

Resolved that the Council meeting be adjourned at 8:01 p.m.

CARRIED

Cathy Burghardt-Jesson

Ron Reymers

MAYOR

CLERK