

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 A. Westman

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

Call To Order

Mayor C. Burghardt-Jesson called the meeting to order at 6:00 pm.

Declaration of Pecuniary Interest & Nature Thereof

None

Announcements

Mayor C. Burghardt-Jesson welcomed and introduced Senior Planner, Stewart Findlater and advised he is temporarily filling a position with the County of Middlesex Planning Department. She further noted Mr. Findlater is a planner by distinction and recently retired CAO from the Municipality of Thames Centre.

1/ Public Meeting

Moved by D. Regan

Seconded by A. Westman

Resolved that the Council of the Township of Lucan Biddulph adjourn its regular meeting at 6:02 pm in order to convene a Public Meeting under Section 34 and 17 of the Planning Act, R.S.O. 1990, as amended.

CARRIED

OPA-1-2019 and ZBA-10-2019

S. Findlater reviewed his report and stated that the purpose and effect of the Official Plan Amendment is to re-designate the subject lands from Industrial to Industrial-Special Policy Area to permit a Motor Vehicle Sales and Service Establishment and to rezone the subject lands from General Industrial (M1) Zone to a site-specific General Industrial Zone to permit a Motor Vehicle Sales and Service Establishment as an additional permitted use. S. Findlater further noted that the applicant, Justin Boyd is planning to relocate his business, Great Escape RV Canada to this location.

Councillor D. Regan raised some questions regarding traffic and entrance locations and S. Findlater advised that the property will be subject to site plan approval and these issues would be addressed at that time.

Members of the public spoke at this time.

Tony Goertz raised some questions regarding the differences between commercial and industrial zone. S. Findlater advised that yes there are some overlap of uses however this is the best way to allow the permitted use. Mr. Goertz further asked if the applicant would be better off with a commercial zone for property tax assessment purposes. S. Findlater advised he cannot comment on the assessment rate that will be assigned to the property in future.

Colleen Bycraft raised some questions regarding entrance location, high traffic concerns at this intersection, type of garage establishment permitted and use of hazardous products such as engine oil and hours of operation for the proposed business. S. Findlater advised entrance

location will take place during the site plan control process, and that in his previous experience the County Engineer does not favour entrance locations off of County Roads. He further advised that Site Plan Control is not open to the public however if they have concerns he always recommends they submit a formal letter to council. The Applicant, Justin Boyd advised the trailers offered at his business are travel and/or park models which do not require use of engine oil. He further noted business hours are to be determined.

Deputy Mayor D. Manders relayed his concerns with traffic on Saintsbury Line and this intersection and that he would also like to ensure this is addressed at the site plan approval process.

Councillor P. Mastorakos asked if by approving this application Council is setting a precedent and opening the door for future applications similar in nature. S. Findlater advised the Township is not setting precedent by changing one zone and this particular property is different than other lots of the Industrial Park subdivision because of its size in comparison (9 acres versus 1-2 acre parcels)

S. Findlater explained the next steps which include bringing the implementing bylaws forward at the next council meeting. The OPA will then be forwarded onto the County for approval followed by a 20-day appeal period. He further explained that the Zoning Bylaw will be brought forward once the OPA has been approved at the County level and a 20-day appeal period will also follow the Zoning Bylaw amendment.

2/ Adjourn Public Meeting

Moved by P. Mastorakos

Seconded by D. Manders

Resolved that the Council of the Township of Lucan Biddulph adjourn the public meeting at 6:20 pm and reconvene its regular meeting to continue with its deliberations.

CARRIED

3/ OPA-1-2019 and ZBA-10-2019 (Boyd)

Moved by A. Westman

Seconded by D. Regan

THAT Applications for Official Plan Amendment (OPA1 – 2019) and Zoning By-law Amendment (ZBA-10-2019), filed by Justin Boyd (Great Escape RV Canada) on behalf of the Township of Lucan Biddulph for a property known municipally as 34337 Saintsbury Line and 6360 Fallon Drive, Lucan and legally described as Part 2 of Reference Plan 20206, BE APPROVED in principle, and that the implementing By-laws be brought to the next meeting of Council for consideration.

CARRIED

S. Findlater exited the meeting at this time.

Delegations

a) 6:15 pm - Court of Revision

4/ Appointment of Members for Court of Revision

Moved by D. Regan

Seconded by P. Mastorakos

Resolved That the Council of the Corporation of the Township of Lucan Biddulph be appointed to the Court of Revision for the Roman Line Drain 2019 and Stumpf Drain - Branches 'E' and 'F' 2019 and that Mayor Cathy Burghardt-Jesson be appointed as chair for the Roman Line Drain 2019 and Stumpf Drain - Branches 'E' and 'F' 2019 Court of Revision.

CARRIED

5/ Roman Line Drain 2019

Moved by D. Manders

Seconded by P. Mastorakos

Resolved that the Court of Revision for the Roman Line Drain 2019 be opened.

CARRIED

J. Little advised that no written or verbal appeals were received. No comments were received from the members of Court of Revision or from the ratepayers in attendance.

6/ Roman Line Drain 2019

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that the assessments for the Roman Line Drain 2019 be confirmed as presented in the Engineer's report dated November 15, 2019 and that the Court of Revision for the Roman Line Drain 2019 be closed.

CARRIED

7/ Stumpf Drain – Branches 'E' and 'F' 2019

Moved by P. Mastorakos

Seconded by A. Westman

Resolved that the Court of Revision for the Stumpf Drain – Branches 'E' and 'F' 2019 be opened.

CARRIED

J. Little advised that no written or verbal appeals were received. No comments were received from the members of Court of Revision or from the ratepayers in attendance.

8/ Stumpf Drain – Branches 'E' and 'F' 2019

Moved by D. Regan

Seconded by A. Westman

Resolved that the assessments for the Stumpf Drain – Branches 'E' and 'F' 2019 be confirmed as presented in the Engineer's report dated April 12, 2019 and the revised report dated October 8, 2019 and that the Court of Revision for be closed.

CARRIED

K. Langendyk entered the meeting at this time.

b) 6:30 pm - Honour Roll Presentations

Mayor C. Burghardt-Jesson acknowledged the following recipients for the 2020 Mayor's Honor Roll:

- Jo-Anne and Martin Clarke
- Avery Greaves
- Rick Freeman on behalf of the Freeman family
- Lucan Legion Branch 540 accepted by Gary Melvin
- Tom McClaughlin (absent)

She acknowledged each recipient's individual contributions to our community and noted that building a great community goes beyond those that make decisions in the council chambers and these volunteers have and continue to contribute greatly.

c) Matt Pearson and Lisa Courtney, B.M. Ross and Associates Limited Engineers

Matt Pearson and Lisa Courtney presented their Development Charges Background Study. The report included an overview of Development Charges, what they are, how they are calculated what projects are eligible, past development charges in Lucan Biddulph and proposed charges going forward. L. Courtney advised it is important to note that municipalities can only collect Development Charges for projects that benefit future growth. She further noted that as of 2021 Bill 108 stipulates that municipalities can no longer collect for "soft services" i.e. parks & recreation. Discussion from Council took place regarding projects included and the fact that the Sewage Treatment Plant expansion is not included at this time. M. Pearson advised that once a figure has been arrived at for the project the Development Charges can be reviewed and the cost of this project factored in at that time. L. Courtney advised the next steps going forward will be to advertise Notice of a Public meeting 20 days prior to the meeting date and prepare and

make available the draft by-law 2 weeks prior to the Public Meeting. She noted there is a 40-day appeal period following the passage of the by-law.

9/ Development Charges Background Study Report

Moved by A. Westman

Seconded by D. Regan

Resolved that the Council of the Township of Lucan Biddulph receives the Development Charges Background Study as presented by B.M. Ross Associates and Limited Engineers, including the following proposed new development charges:

<i>Lucan Urban Area</i>	<i>\$6,987.00</i>
<i>Granton Urban Area</i>	<i>\$5,450.00</i>
<i>Remainder of Township of Lucan Biddulph</i>	<i>\$2,048.00</i>

CARRIED

Adoption of Minutes

10/ Minutes

Moved by P. Mastorakos

Seconded by A. Westman

That the in-camera minutes, regular council meeting minutes and public meeting minutes of December 17, 2019 be approved as circulated.

CARRIED

Business Arising

Nothing new was added and no discussion took place.

Communications Reports

Mayor C. Burghardt-Jesson commented on the Media Release included regarding the County of Middlesex property sale transaction of 50 King Street and 399 Ridout Street. She noted that the County was pleased with the vision for the historic properties by the respected local purchaser and that the County of Middlesex has the right to retain continued use of the property until December 2024 with an option to extend past that date.

Committee Reports

BRA

D. Manders gave an update on the last meeting attended and topics discussed including road map to producer responsibility for blue box.

PRAC

P. Smith gave an update regarding the meeting that took place January 15th. He advised Yvonne Hundey from the Lucan Soccer Association attended to discuss future and immediate needs of the organization and that discussion took place regarding phase 2 plans for the community centre and short term cost effective proposals for meeting the needs of the soccer organization.

Staff Reports

CAO/Clerk

T. Merner reviewed her report regarding the flag lowering policy. Discussion took place regarding paragraph 3 (g) and the preference from council to have this particular statement reflect "as directed by Council" should an instance arise where the flag is requested to be lowered for a matter other than what is described in the policy.

T. Merner advised that the format of tonight's Agenda has changed slightly to combine the public meeting, court of revision and regular council meeting agenda into one agenda document. She advised this format is consistent with other lower-tier municipalities in the County and would streamline our agenda's and minutes going forward. She further noted a definition of Disclosure of Pecuniary Interest was added for clarity purposes. Discussion and comments were received from Council and T. Merner advised the procedural bylaw would be updated to reflect changes made.

Finance

K. Langendyk reviewed the budget process for 2020 and noted the first finance committee meeting will take place on Wednesday, January 29, 2020. Councillor P. Mastorakos asked if the finance committee meetings are open to the public and K. Langendyk advised that yes they are.

Public Works

J. Little reviewed the Large Item Cleanup Day and Green Waste Summary Report for 2019 and noted the increase to the fuel surcharge was for a one-time travel fee charged when staff had requested that the bins stay and not be removed at that time. D. Manders noted that Bluewater Recycling offers a clear bag pick-up in the fall and staff may want to look into that service and cost.

J. Little reviewed the water and waste water rates report. He discussed the proposed 4% increase in rates to both water and waste water usage rates and capital levy charges and noted that a public meeting for discussion of the proposed increase to rates is required and he would like to proceed with that meeting as part of the regular council meeting on March 3, 2020. Councillor A. Westman raised some questions regarding the coin operated system for the bulk water station in Granton and J. Little advised that to switch that system over to key operated, would incur an approximate cost of \$5,500.00.

J. Little provided council and staff with a brief update of ongoing and upcoming projects from the public works department going forward in 2020 including current and new infrastructure projects, subdivision developments and the current status of each, county of Middlesex road assumption study, additional educational developments being made by staff, municipal drains and how to be proactive and a recent public inquiry regarding parking on main street and the possibility of removing some spaces to make visibility more achievable. Discussion took place regarding various main street parking locations and regulations as stipulated by the Highway Traffic Act. Discussion also took place regarding the process involved when the Township assumes a completed phase of a subdivision and current issues that may still need to be addressed.

Parks & Recreation

P. Smith provided some updates from his department. He advised they are looking into some educational awareness regarding program insurance options for the user groups to take advantage of. He noted the Peewee Rep Boys team has submitted their video for Chevrolet Good Deeds cup challenge and wished them well with their submission.

P. Smith advised no news has been received regarding the grant application submitted for the Phase 2 renovation project of the community centre. Mayor C. Burghardt-Jesson added that after conversation with MPP Monte McNaughton she has been advised we will likely not hear anything until the summer. She further noted a large amount of applications were received for this particular stream of funding therefore more time would be required to review all applications. She further commented that while at the ROMA Conference and after speaking with a number of municipalities that have submitted applications, it appears most are not shovel ready for the project unlike Lucan Biddulph who is ready to go.

Councillor's Comments

Councillor P. Mastorakos thanked staff for the great updates reported at tonight's meeting. He then asked if there are any other areas or fees that we are possibly not adding inflation rates too. Mayor C. Burghardt-Jesson advised she doesn't believe user rates or fees are subject to automatic change. K. Langendyk advised she will look into the question raised and advise council. P. Smith further advised he will try and have the proposed user rates and fees available to review at the next PRAC meeting.

Councillor P. Mastorakos noted the change in our insurance company provider to Aviva and asked if a request could be made for them to attend a future meeting and talk to council about risks for municipalities.

11/ Accounts Paid

Moved by A. Westman

Seconded by P. Mastorakos

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

December 2019

\$476,837.24

CARRIED

12/ Public Notice for Water and Waste Water Rate Increase

Moved by D. Regan

Seconded by D. Manders

RESOLVED that the Council of the Township of Lucan Biddulph directs staff to proceed with a public notice for discussion of a possible water and waste water rate increase at the public council meeting scheduled for March 3, 2020.

CARRIED

13/ Adopt Policies

Moved by A. Westman

Seconded by D. Regan

RESOLVED that the Council of the Township of Lucan Biddulph adopt the following policy as amended:

- Policy No. 100-56-2020 (Flag Policy)

CARRIED

14/ Confirming

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:

- 01-2020 Interim Tax Levy By-law
- 02-2020 Confirming By-law
- 200-2020 Murphy Zoning By-law Amendment

CARRIED

15/ Adjournment

Moved by D. Manders

Seconded D. Regan

Resolved that the Council meeting be adjourned at 8:44 p.m.

CARRIED


MAYOR


CLERK