

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

Call To Order

Mayor C. Burghardt-Jesson called the meeting to order at 5:15 pm. The meeting took place electronically with the Mayor and CAO/Clerk in attendance at the Township office and all other attendees via electronic participation.

Declaration of Pecuniary Interest & Nature Thereof

None

Announcements

None

1/ In-Camera Session

Moved by P. Mastorakos

Seconded by D. Regan

Resolved that Council adjourn its regular council meeting in order to conduct a closed session pursuant to Section 239 (2)(c) of the Municipal Act in regards to a proposed disposition of land, with R. Reymer, T. Merner and L. deBoer remaining.

CARRIED

2/ Rise from In-Camera Session

Moved by D. Manders

Seconded by A. Westman

Resolved that the Council does now rise out of closed session and Council reconvene its regular meeting at 5:55 p.m.

CARRIED

3/ Direction from In-Camera Session

Moved by D. Regan

Seconded by A. Westman

Resolved that Council does not accept the Offer to Purchase as presented with regards to a parcel of land owned by the Township and legally described as Part of Lot 25, Concession 4, in the Township of Lucan Biddulph.

CARRIED

4/ Direction from In-Camera Session

Moved by D. Manders

Seconded by D. Regan

Resolved that Council grants a six-month extension to a land owner in the Industrial Park, due to COVID-19 extenuating circumstances and based on the provisions discussed during In-Camera Session.

CARRIED

Delegations

Mayor C. Burghardt-Jesson welcomed Mike DeVos from Spriet & Associates to the meeting.

a. Court of Revision

5/ Appointment of Members for Court of Revision

Moved by A. Westman

Seconded by D. Regan

Resolved that the Council of the Corporation of the Township of Lucan Biddulph be appointed to

the Court of Revision for the Hodgins Drain 2020, Casey-McCarthy Drain 2020 and Riddell-McCarthy Drain 2020 and that Mayor Cathy Burghardt-Jesson be appointed as chair for the Hodgins Drain 2020, Casey-McCarthy Drain 2020 and Riddell-McCarthy Drain 2020 Court of Revision.

CARRIED

6/ Hodgins Drain 2020

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that the Court of Revision for the Hodgins Drain 2020 be opened.

CARRIED

M. DeVos advised that the Court of Revision gives the assessed property owners a chance to appeal the assigned assessment. M. Devos and J. Little confirmed that that no appeals have been submitted.

7/ Hodgins Drain 2020

Moved by P. Mastorakos

Seconded by D. Manders

Resolved that the assessments for the Hodgins Drain 2020 be confirmed as presented in the Engineer's report dated March 27, 2020 and that the Court of Revision for the Hodgins Drain 2020 be closed.

CARRIED

8/ Casey-McCarthy Drain 2020

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that the Court of Revision for the Casey-McCarthy Drain 2020 be opened.

CARRIED

M. DeVos advised he has not received any questions or appeals to date and J. Little confirmed same.

9/ Casey-McCarthy Drain 2020

Moved by A. Westman

Seconded by D. Manders

Resolved that the assessments for the Casey-McCarthy Drain 2020 be confirmed as presented in the Engineer's report dated March 18, 2020 and that the Court of Revision for the Casey-McCarthy Drain 2020 be closed.

CARRIED

10/ Riddell-McCarthy Drain 2020

Moved by A. Westman

Seconded by D. Regan

Resolved that the Court of Revision for the Riddell-McCarthy Drain 2020 be opened.

CARRIED

M. DeVos advised he has not received any questions or appeals to date and J. Little confirmed same.

11/ Riddell-McCarthy Drain 2020

Moved by A. Westman

Seconded by D. Regan

Resolved that the assessments for the Riddell-McCarthy Drain 2020 be confirmed as presented in the Engineer's report dated March 18, 2020 and that the Court of Revision be closed.

CARRIED

M. DeVos exited the meeting at 6:06 pm

b. Francis Veilleux, President – Bluewater Recycling Association

Mayor C. Burghardt-Jesson advised that Francis Veilleux has been rescheduled to a later date.

c. Christene Scrimgeour, Scrimgeour & Company

Christene Scrimgeour attended and presented the Draft Consolidated Financial Statements for the year ended Dec 31/2019. The 2019 statements were compared, along with the statement of financial position (balance sheet) and accounts receivable. C. Scrimgeour stated that the financial statements show that Lucan Biddulph continues to see growth and financial stability, is well managed and the statements presented are positive. C. Scrimgeour further noted that the independent auditors statement is now included directly in the financial statements as presented.

12/ Draft Consolidated Financial Statements

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that Council accepts the draft financial statements as presented on July 14, 2020.

CARRIED

Mayor C. Burghardt-Jesson thanked C. Scrimgeour for her presentation and C. Scrimgeour exited the meeting at 6:27 pm

Adoption of Minutes

13/ Minutes

Moved by A. Westman

Seconded by D. Regan

Resolved that the regular council minutes of June 16, 2020 and special council meeting minutes of June 25, 2020 be approved as circulated.

CARRIED

Business Arising

Mayor C. Burghardt-Jesson announced all items are ongoing at this time.

Communications Reports

Mayor C. Burghardt-Jesson commented on item number 1 a) and noted this letter dated July 8th from Minister Clark outlines a bill the province is introducing which touches on a number of items including continuance of virtual council meetings outside of a declared emergency. She noted an amendment to the procedural bylaw will be required should council wish to continue to meet virtually.

Committee Reports

Fireboards

Mayor C. Burghardt-Jesson welcomed Chief, Ron deBrouwer and Chair, Dave Goddard from the Lucan Biddulph fire department to the meeting. A report regarding fire protection services and capability with regards to mid-rise apartment buildings was presented. D. Goddard advised that the fire department has always kept in line with development and requirements of the community and they do not have any concerns with providing services for mid-rise apartment buildings. Discussion took place regarding potential expenses incurred to the budget, minimum number of firefighters required on scene, fire and evacuation plans required for apartment buildings and shelter in place procedures.

Mayor C. Burghardt-Jesson thanked Mr. deBrouwer and Mr. Goddard for their report. Both then exited the meeting at 6:42 p.m.

Staff Reports

Deputy Clerk

T. Merner presented report no. CL-04-2020 regarding amendments made to the procedural by-law. Discussion took place regarding format of minutes taken for meetings and the possibility of moving towards without note or comment format for minutes. T. Merner mentioned that the County of Middlesex is currently looking into a new agenda program and once a switch is made minutes would likely move to towards more of a note and motion format.

T. Merner presented report no. CL-05-2020 regarding the updated fees by-law and noted that increase to water and sewer rates have been included in the update as well as a site-plan amendment fee for planning applications. Discussion took place regarding the amount arrived at for the site plan amendment fee and T. Merner advised that majority of fees across our County ranged from \$500 - \$1,000.00.

Finance

K. Langendyk presented report no. FIN-10-2020 regarding projects slated for withdrawal from

the 2019 Efficiency Funds reserve account. No questions or comments were received.

Planning

D. Fitzgerald presented planning report no. PL-08-2020 and gave a review of the purpose of the ZBA-6-2020 application. Additional comments received from the MTO with regards to setback requirements were also reviewed. D. Fitzgerald advised that an apartment is considered an appropriate use for the property although height and scale of such a building was the focus of the planning analysis. D. Fitzgerald advised that after analyzing provincial policy statement, County of Middlesex Official Plan and the Township of Lucan Biddulph Official Plan, provisions of said policies and historical nature of the Town of Lucan his analysis concludes that small scale development is considered a maximum of 12 metres in height therefore planning staff recommends that the application be denied due to non-conformity with the Township Official Plan.

Discussion from council took place regarding the MTO setback requirements and effect it will have on the proposed location of the building; future review of the Township Official Plan; the need for rental units in our community; concerns regarding what the barometer for height is in our community; concern of setting a precedent for future apartment buildings; adapting to growth changes of our community; strategy for obtaining community input regarding future development; site specific provisions; current setback requirements and other possible options for the property should this application not be approved.

R. Reymer advised the applicant has gone above and beyond the requirements for parking and green space. He further noted this application may be ahead of the game as far as the Official Plan update goes, however this proposal presents a great opportunity for our community.

The Applicants agent, Michelle Doornbosch provided further comments and advised Council that the applicant is in full support of site-specific restrictions. She further noted the building has been constructed previously in London and they don't anticipate any changes outside of what has been presented.

14/ ZBA-6-2020 Block 29, Plan 33M759 (Verhoeg)

Moved by D. Manders

Seconded by P. Mastorakos

Resolved that Council accepts that planner's recommendation as presented in report no. PL-08-2020 dated July 10, 2020.

DEFEATED

15/ ZBA-6-2020 Block 29, Plan 33M759 - Site-Specific Zoning Bylaw Amendment

Moved by A. Westman

Seconded by D. Regan

Resolved that the Council of the Township of Lucan Biddulph directs staff to prepare and bring forward a zoning bylaw amendment that includes site specific zoning restrictions to limit development to the elevation and general placement of the building as shown in the proposal to council and the conceptual site plan presented by the Applicant's agent at the June 16, 2020 public meeting

CARRIED

Public Works

J. Little advised that report no. PW-18-2020 has been retracted and will be re-visited at a later date.

J. Little reviewed report no.'s PW-19-2020, PW-20-2020 and PW-21-2020 with regards to tenders for each municipal drain projects as discussed earlier in the Court of Revision portion of the meeting. He noted that while he is recommending that the tenders be approved, each will not be awarded until 3rd reading of the by-law has taken place at the next regular scheduled council meeting.

J. Little gave an update on the traffic light signal project and noted the MTO has finalized things on their end however the Township will be meeting with a property owner in the interim to sign off on the proposal.

Parks & Recreation

P. Smith reviewed report no. PR-08-2020 regarding the proposed soccer field project. Estimates were provided by Dillon Consulting with options for reconstruction of existing fields and the addition of one new full sized soccer on the current community centre grounds. P. Smith also presented comments received from the Lucan Soccer Association as well as the Parks & Recreation Committee. Discussion took place regarding use of surrounding fields for

the 2021 season, future residential growth expectations and location, official plan progress, planning for recreation land where residential growth is expected to continue, registration expectations and providing equal recreation services for all sports in our community, and commitment to providing a plan that is appropriate for growth of our community.

16/ Soccer Field Project

Moved by D. Manders

Seconded by D. Regan

Resolved that Council accept the recommendation of the Parks & Recreation Manager as presented in report no. PR-08-2020 dated July 10, 2010 and that Council further directs staff to make the soccer field project a priority and work with the public and Lucan Minor Soccer Association to move this project forward.

CARRIED

P. Smith gave an update regarding Phase 3 of the re-opening plan of the province including re-opening of the parks and playgrounds, return to play discussions with sports leagues, craft show discussion and potential for cancelling the 2020 event due to COVID-19 restrictions and progress of the dog park project with potential opening date for next week.

Economic Development

L. deBoer reviewed report no. EDC-04-2020 and the survey results provided. No questions or comments were received. L. deBoer further reviewed the proposal of services to Lucan Biddulph for a Community Improvement Plan (CIP). She noted that the County of Middlesex has agreed to cost share 50% of the CIP to support all lower-tier municipalities. L. deBoer further advised of the importance of this document when it comes to grant funding applications.

Councillor's Comments

Mayor C. Burghardt-Jesson provided a video from UTRCA regarding a project they are undergoing in Granton in regards to erosion control and cover crop protection.

Deputy Mayor D. Manders noted the importance of following-up with property owners of vacant lots to ensure maintenance and cleanliness of these parcels is maintained.

Motions

17/ MFOA Virtual Conference

Moved by P. Mastorakos

Seconded by A. Westman

Resolved that Council authorize Kathryn Langendyk to attend the MFOA virtual Conference on September 22 -25, 2020 at a registration cost of \$400.00 (plus HST).

CARRIED

18/ AMCTO Virtual Conference

Moved by D. Regan

Seconded by D. Manders

Resolved that Council authorize Peter Mastorakos to attend the AMO virtual Conference on August 17-19, 2020 at a registration cost of \$600.00 (plus HST).

CARRIED

19/ Accounts Paid

Moved by D. Regan

Seconded by A. Westman

Resolved that Council receive the attached accounts as paid for information, as follows:

<i>June 2020</i>	<i>\$1,559,408.63</i>
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CARRIED

20/ MAFP Unit 2

Moved by P. Mastorakos

Seconded by D. Regan

Resolved that Council authorize Kathryn Langendyk and Rhonda Freiter to enrol in Unit 2 of the Municipal Accounting and Finance Program offered through AMCTO for the Fall 2020 term at a registration cost of \$446.35 (including HST) per person.

CARRIED

21/ MPA Unit 3

Moved by A. Westman

Seconded by D. Manders

Resolved that the Council authorize Tina Merner to enrol in Unit 3 of the Municipal

Administration Program offered through AMCTO for the Fall 2020 term at a registration cost of \$446.35 (including HST).

CARRIED

22/ Efficiency Funds

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that Council approve to withdraw \$20,247.87 from the efficiency fund reserves in 2019 for the 2019 projects as presented in report no. FIN-10-2020.

CARRIED

23/ Casey-McCarthy Drain Tender

Moved by P. Mastorakos

Seconded by A. Westman

Resolved that Council authorizes staff to accept the Tender for the Casey-McCarthy Drain from A.G. Hayter Contracting Ltd. in the amount of \$165,274.93 including HST and award same upon final reading of the bylaw.

CARRIED

24/ Riddell-McCarthy Drain Tender

Moved by D. Regan

Seconded by A. Westman

Resolved that Council authorizes staff to accept the Tender for the Riddell-McCarthy Drain from A.G. Hayter Contracting Ltd. in the amount of \$264,800.81 including HST and award same upon final reading of the bylaw.

CARRIED

25/ Hodgins Drain Tender

Moved by D. Regan

Seconded by D. Manders

Resolved that Council authorizes staff to accept the Tender for the Hodgins Drain from R & S Graham Contracting Ltd. in the amount of \$78,267.19 including HST and award same upon final reading of the bylaw.

CARRIED

26/ Community Improvement Plan

Moved by P. Mastorakos

Seconded by D. Manders

Resolved that Council approves the proposal from Re: public Urbanism for the development of a Lucan Biddulph Community Improvement Plan.

CARRIED

27/ Confirming

Moved by A. Westman

Seconded by D. Regan

RESOLVED:

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:

- 30-2020 Procedure By-law
- 31-2020 Fees Bylaw
- 32-2020 Confirming By-law

CARRIED

28/ Adjourn

Moved by D. Regan

Seconded by A. Westman

That the Council meeting be adjourned at 9:16 p.m.

CARRIED


MAYOR


CLERK