

# 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, D. Fitzgerald-County Planner

**Absent:** P. Smith-Parks & Recreation Manager

## Call To Order

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

The weather outside today was a reminder that winter and the unpredictability of the season is upon us. I want to take this opportunity to thank Jeff and his team for all the work they have done to prepare for the season. Jeff has updated us over the past few meetings on the work the staff has done internally but also the plans that have been made with neighbouring communities. All of this background work will prepare us to ensure that number one: our staff remains safe. It also will ensure the continuity of service. These preparations will make sure that our residents will continue to move safely and effectively. When it comes to winter weather and winter road maintenance our team are the true heroes of the season. I know that I can speak for all of council when I ask Jeff to pass along to everyone how proud we are that we can represent them to the public and how grateful we are to their work ethic and efforts to ensure our roads our safe so that we can continue to do our everyday living.

The weather has also caused me to think of Christmas. We are now just a little over 5 weeks away from the holidays. Things in Lucan Biddulph will begin to look a little more festive as the Christmas lights will begin to be put up starting this week. We do know that many community groups are working on holiday celebrations, events or initiatives to ensure that the Holiday spirit is alive and well in Lucan Biddulph. Of course we have the modified Santa Claus parade, food drive and Santa Drive by being organized. Many of the traditional events we look forward to across the community will be modified to ensure safety. I want to take this opportunity to thank all the volunteers involved in the efforts being made across the township to ensure that we are all feeling festive. We know you are doing your best to modify celebrations so that they can continue in some fashion. I know that our residents are aware that things will not be the same this year. Things will be modified and that's ok. We can still celebrate...just in a new way. If you know of a volunteer who is working on something to make sure the spirit of the holidays, in particular Christmas is alive and well. Thank them for their efforts, be kind to those that are doing their best. It may be smaller, it may be different...but it is something and we can be thankful for that.

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

### 1/ Committee of Adjustment

*Moved by A. Westman*

*Seconded by D. Regan*

*Resolved that the Council of the Township of Lucan Biddulph adjourn its regular meeting at 6:04 pm in order sit as a Committee of Adjustment under Section 45 of the Planning Act, R.S.O. 1990, as amended.*

**CARRIED**

### a) A-4-2020 – (5690 William Street, Lucan (Troiano))

D. Fitzgerald, County Planner gave a review of Planning Report PL-20-2020 and noted the applicant is requesting relief from the comprehensive zoning by-law for permission to place an accessory building in the front yard of the parcel. D. Fitzgerald noted that staff have concluded that an accessory building will not detract from the main use of the lands and planning staff have no concerns with the request. He further noted one public comment was received from a neighbouring property owner who advised they are in support of the applicant's request.

No questions or comments were received from the Committee Members.

Mayor C. Burghardt-Jesson advised the applicant is in attendance and invited any questions or comments from Mr. Troiano at this time. No comments were received from the applicant.

**2/ A-4-2020 (Troiano)**

*Moved by D. Regan*

*Seconded by D. Manders*

*THAT Application for Minor Variance A-4/2020; filed by Len Troiano for a property located on the north wide of William Street and legally described as Part of Lot 30, Biddulph Concession 1 W, and Part 1 on Reference Plan 33R18538, Township of Lucan Biddulph, and municipally known as 5690 William Street, to permit the construction of an accessory building in the front yard; **be GRANTED**, subject to the following condition:*

*THAT the permission to construct an accessory building in the front yard be limited to the area as shown on the attached site plan.*

*AND FURTHER THAT the reasons for granting Minor Variance Application A-04/2020 include:*

- The request complies with the general intent and purpose of the Middlesex Centre Official Plan;*
- The request complies with the general intent and purpose of the Middlesex Centre Comprehensive Zoning By-law;*
- The request is minor in nature; and*
- The request represents appropriate development on the subject property.*

**CARRIED**

**3/ Adjourn Public Meeting**

*Moved by D. Regan*

*Seconded by A. Westman*

*Resolved that the Committee does now rise out and reconvene its regular meeting at 6:10 p.m. to continue with its deliberations*

**CARRIED**

**Delegations**

None

**Adoption of Minutes**

**4/ Minutes**

*Moved by D. Regan*

*Seconded by D. Manders*

*That the regular council minutes of November 3, 2020 be approved as circulated.*

**CARRIED**

**Business Arising**

J. Little advised that phase 2 of the industrial park lands will have to correspond with expansion of the sewage treatment plant therefore it will be a couple of years before phase 2 can be planned. All remaining items were noted as ongoing.

**Correspondence**

R. Reymer commented on the COVID-19 Resilience Infrastructure Stream and noted that \$100,000 will be available to Lucan Biddulph next year for eligible projects. He further advised staff are aiming to try and apply for one project that will cover the entire \$100,000.00.

R. Reymer commented on the Inclusive Community Grant Program and noted staff are working on establishing possible projects that could qualify for this grant.

R. Reymer commented on the ROMA Delegation request and noted staff has submitted a delegation meeting request with Solicitor General Sylvia Jones to discuss the wishes of Lucan Biddulph Council to have the OPP station in Lucan remain in our community for the long term.

**5/ Receive Correspondence Reports**

*Moved by A. Westman*

*Seconded by P. Mastorakos*

*That Correspondence Items 9 a) through 9 r) be received for information.*

**CARRIED**

**Committee Reports**

**ABCA and UTRCA**

A Westman advised that UTRCA held a special meeting this morning concerning the proposed changes to the Conservation Act which will have an impact on Conservation Authorities and Municipalities. He advised an email containing the details of the proposed changes has been sent to each council member for information.

**Staff Reports**

**CAO/Clerk**

T. Merner reviewed report no. CL-10-2020 and advised the 2021 Council meeting schedule has been prepared, which includes two daytime meetings, one in May and one in October, as per discussion and direction given at the previous council meeting.

**Finance**

K. Langendyk reviewed report no. FIN-14-2020 and noted the proposed Water and Sewer Billing and Collection policy introduces two new changes including elimination of the water disconnection procedure and changes to tenant accounts going forward. She further noted existing tenant accounts will be grandfathered into to the new policy while all future tenant accounts will be set up in the property owner's name only.

Councillor D. Regan questioned the \$25 penalty fee that would remain for those accounts that hold arrears and are transferred to the property tax account and K. Langendyk advised this fee is in place to cover staff time and act as a deterrent for outstanding accounts.

**6/ Water/Sewer Billing and Collection Policy**

*Moved by D. Manders*

*Seconded by D. Regan*

*That Council adopts the Finance Policy No. 200-01-2020 (Water/Sewer Billing and Collection Policy).*

**CARRIED**

K. Langendyk gave a couple department updates including scheduling of the capital budget meeting and cancellation of the recent property tax sale.

**Planning**

D. Fitzgerald reviewed report no. PL-21-2020 and advised the applicant has requested exemption from Section 45 (1.3) of the Planning Act in order to permit an application for minor variance inside the 2-year anniversary of a zoning bylaw amendment implemented on the subject lands. D. Fitzgerald further advised that the applicant intends to develop a townhome block registered as a vacant land condominium plan which changes the property lines of the parcel and therefore requires a minor variance for rear yard and side yard setbacks. He further noted a similar application was brought forward by the Applicant for Phase 1 of the townhomes development in the Ridge Crossing subdivision.

Discussion took place regarding the intent of the minor variance and the cost to the applicant.

**7/ Request to submit Minor Variance – Ridge Crossing Townhomes Phase 2**

*Moved by D. Regan*

*Seconded by A. Westman*

*THAT Council resolve that Section 45 (1.4) of the Planning Act does apply for minor variance applications made before the second anniversary of the day on which the by-law was amended, and as a result, the applicant be permitted to apply for a minor variance for a lot legally described as Block 103 in Plan 33M739.*

**CARRIED**

**Public Works**

J. Little reviewed report no. PW-35-2020 and noted the drinking water financial plan is a requirement through the Safe Drinking Water Act, 2002 and the update was completed by BM Ross Engineers and is renewed every five years. J. Little noted a 2% increase to our water & sewer rates each year would cover the cost of inflation and also that the water financial plan does not lock us into any rates however acts as a guideline tool.

Discussion took place regarding the historic number of users added to the system annually and the estimated increase based on recent growth activity.

J. Little gave a few other department updates including the sale of the recent public works pick-up truck, and the bylaws included for passing at the end of the meeting. He further noted he was pleased to receive all documentation required in order for assumption of Phase 1 of Olde Clover Village to proceed.

*Economic Development*

L. deBoer advised the mural dedication planned for today was cancelled due to weather and has been re-scheduled to Friday at 11am. She further noted the event is by invite only to adhere to COVID-19 restrictions.

**Councillor's Comments**

Deputy Mayor D. Manders asked who is in charge of ensuring businesses are meeting COVID-19 restrictions? R. Reymer advised primarily the Health Unit is responsible and any complaints received would be referred to them. Mayor C. Burghardt-Jesson noted that large gatherings fall under the protective order and therefore would be followed up by the OPP, however again this is complaint driven.

Councillor P. Mastorakos advised he received information from the Ontario Fire Marshall's Office advising that Occupational Health and Safety falls under the responsibility of the municipality whether you have a fire board or not. He further advised he will send further information by email regarding an online course available called Essentials of Municipal Fire Protection, A Decision Maker's Guide.

Councillor D. Regan noted he has just finished another great book regarding the Black Donnelly's and reminded council and residents to try and connect with the culture, history and heritage of our community.

Mayor C. Burghardt-Jesson advised she is participating in a Polar Bear dip fundraiser arranged by Thames Centre's Deputy Mayor, Kelly Elliott which will be taking place Thursday at Noon at the recently renovated Thames Centre outdoor pool. Funds raised will be going towards the Thames Centre Food Bank.

**8/ Accounts Paid**

*Moved by D. Regan*

*Seconded by D. Manders*

*RESOLVED That the Council of the Township of Lucan Biddulph receive the attached accounts as paid for information, as follows:*

*October 2020 \$818,178.73*

*CARRIED*

**9/ 2021 Council Meeting Schedule**

*Moved by D. Regan*

*Seconded by A. Westman*

*That Council adopts the 2021 Council Meeting Schedule as presented in report no. CL-10-2020.*

*CARRIED*

**10/ Water Financial Plan**

*Moved by D. Manders*

*Seconded by D. Regan*

*That Council approves the drinking water financial plan for the period of 2021 to 2026 as presented in report no. PW-35-2020 on a 2% annual increase in revenue beginning in 2021.*

*CARRIED*

**11/ Confirming**

*Moved by A. Westman*

*Seconded by D. Regan*

*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:*

- 51-2020 Municipal Right-of-Way By-law*
- 52-2020 Assumption of Olde Clover Village – Phase 1*
- 53-2020 Class 4 Noise Designation Level*
- 54-2020 Confirming By-law*

*CARRIED*

**12/ Adjournment**

*Moved by D. Regan*

*Seconded by A. Westman*

*Resolved that the Council meeting be adjourned at 7:08 p.m.*

*CARRIED*

  
MAYOR

  
CLERK