

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-County Planner

Call To Order

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

Declaration of Pecuniary Interest & Nature Thereof

None

Announcements

Mayor C. Burghardt-Jesson opened regular council meeting with the following:

It is hard to believe that we are just about to mark the one year anniversary of states of emergency being declared by Lucan Biddulph. In fact, this meeting marks the one year anniversary of the last time we met in person as a council. Where has the year gone? In many ways the year has flown by and in others it seems like time has stood still.

The past week has been full of media reminders of the "year" anniversary of milestones. As I prepared for tonight's opening remarks, I reflected back on the many messages I have shared with you. I am sure you have taken the time when reminded of where we were a year ago to reflect on your personal situations or in general what we have all been faced with. We have made it through the year with much sacrifice and hard work. I'm not going to rehash the stressors—we are well aware of them. Last week, the Federal Government declared March 11 the National Day of Observance, to commemorate the people who lost their lives and the significant impacts we have all felt because of COVID-19. I would ask at this time, that you all join me in a moment of silence and reflection to recognized those lives lost and the sacrifice made by all during the past year.

As I mentioned earlier, I am not going to think about all that we have lost. There have been positives. Collectively, I think we have all come to appreciate the things we have taken for granted without even realizing we were! Coffees or drinks with friends, hugs with grandmas, our classmates, our co-workers. We have come to understand essential workers. Where would we have been in the early days without our grocery store clerks? Our truck drivers...our food suppliers! And of our course our health care workers, so many sacrifices and stories of burden—what heroes they are. For some us, they were the ones who held the hands of loved ones as they passed, held phones up so that words of comfort could be shared. In the early days, the Mantra "Be Kind"...seemed to resonate with everyone. On more than one occasion my husband and I have mused, why does it take something like this to remind us of something so basic. Let's hope that the mantra Be Kind when possible, remains with us...because it is always possible.

As we celebrate St. Patrick's day this week and reflect on the year that has passed, this seems an appropriate Irish Blessing to share with you..

May you live a long life
Fully of gladness and health
With a pocket full of gold
As the least of your wealth
May the dreams you hold dearest
Be those which come true
And the kindness you stress
Keep returning to you...

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 p.m. in order sit as a Committee of Adjustment under Section 45 of the Planning Act, R.S.O. 1990, as amended.

CARRIED

a) A-1-2021 – 34340 Roman Line (Anita Jordan)

D. Fitzgerald, County Planner reviewed report no. PL-06-2021 and advised the purpose of the minor variance is to permit construction of an accessory building in the front yard and reduce the front yard setback requirement. He further noted the location of the accessory building is located behind a tree line therefore screening it from Roman Line.

No questions from Committee members or comments from the Applicant were received.

2/ A-1-2021 – 34340 Roman Line (Anita Jordan)

Moved by D. Regan

Seconded by A. Westman

*THAT Application for Minor Variance A-1/2021; filed by Anita Jordan for a property located on the east side of Roman Line, on the north east corner of the intersection at Roman Line and Fallon Drive and legally described as Part of Lot 25, Concession 7 N, Part 1 of Reference Plan 33R11572, Township of Lucan Biddulph, and municipally known as 34340 Roman Line, to permit the construction of an accessory building in the front yard and to reduce the minimum front yard setback requirement; **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,

THAT the front yard setback reduction only be applicable to the proposed accessory building.

AND FURTHER THAT the reasons for granting Minor Variance Application A-01/2021 include:

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

CARRIED

3/ Public Meeting

Moved by A. Westman

Seconded by D. Manders

Resolved that the Committee does now rise out and move into a Public Meeting at 6:10 pm under Section 34 of the Planning Act, R.S.O. 1990, as amended, to consider the following Zoning By-law Application.

CARRIED

b) ZBA-8-2020 and 39T-LB2001 Draft Plan of Subdivision Approval (Ausable Fields Subdivision)

D. Fitzgerald reviewed report no. PL-07-2021 and noted this is the second public meeting for the draft plan of subdivision application. The proposed plan of subdivision will create 12 single family dwelling lots, 1 multi-unit townhome block, in the form of a vacant land condominium plan and 2 new roads, being the extension of Elizabeth Street and construction of a portion of the unopened Queen Street road allowance. D. Fitzgerald discussed the noise study that was undertaken by the developer since the last public meeting as well as the proposed site-specific zoning regulations included in the report. D. Fitzgerald noted additional comments were received from the public after the date of his report which noted concerns with additional noise in the area, the loss of soccer fields and the camping area for Baconfest.

Discussion from Council followed regarding the noise study undertaken and the potential impact of further noise should industry expand in that area, visitor parking spaces in the townhomes block and how that is determined, the reduced setback requirement for air conditioner units, possibility for future changes to the conceptual plan that would impact zoning regulations and private snow removal for the townhomes block. Council also asked for assurance that the Township would have use of the 3rd soccer field for the upcoming season and R. Reymer advised yes, the developer has agreed to that.

No questions or comments were received from the Applicant.

The following public comments were received:

Colin Haskett

Mr. Haskett raised concerns with the request for reduced setbacks for the lot adjacent to the unopened road allowance of Queen Street and the impact it could have on future development of Queen Street through to Main Street. He further commented on the density of the townhome block currently under construction in the Ridge Crossing subdivision, adding he would hope future townhome blocks are not as condensed as it is and Council will take into consideration the effects of squeezing people into our community.

Dave McLellan

Mr. McLellan noted that opening Queen Street straight through to Main Street would be ideal for the community.

D. Fitzgerald advised the reduced exterior side yard request would not affect any future development of Queen Street and the zoning regulations put in place for the townhome block of this development will mirror Phase 2 of the townhome blocks in Ridge Crossing which provides for larger setback requirements than the first phase of townhomes currently under construction. J. Little further noted that Queen Street and any further extension of it in the future will be developed in accordance with standard road specifications, including street lights, curbs and sidewalks.

4/ Adjourn Public Meeting

Moved by P. Mastorakos

Seconded by D. Regan

Resolved that the Council of the Township of Lucan Biddulph adjourn the public meeting at 6:43 p.m. and reconvene its regular meeting to continue with its deliberations.

CARRIED

5/ 39T-LB2001 and ZBA-8-2020 - (Ausable Fields Subdivision)

Moved by D. Regan

Seconded by D. Manders

THAT Council of the Township of Lucan Biddulph recommends the issuance of draft plan approval to the County of Middlesex in regards to Application for Plan of Subdivision 39T-LB2001 and subject to the conditions attached to the Planner's report no. PL-07-2021, dated March 16, 2021

AND THAT the Zoning By-law Amendment (File No. ZBA-8-2020) subject to a holding "H" symbol be approved in principle and upon the granting of draft plan approval by the County of Middlesex, that the Planner be directed to forward the implementing By-law to Lucan Biddulph Council for consideration of approval.

CARRIED

D. Fitzgerald exited the meeting at 6:46 p.m.

Delegations

Lucas Egli, JACOBS

Mr. Egli attended to present the 2020 Annual Water Distribution Summary Report. He noted there were no water main breaks however 2 minor water leaks and 1 major that took place within the system in 2020. He further explained 3 minor non-compliance issues noted in the report. General discussion took place regarding the lead sampling, water leaks, effect of COVID-19 on operations, water flows and system capacity. Mayor C. Burghardt-Jesson thanked Mr. Egli for attending at which time he exited the meeting.

6/ Lucan Biddulph Water Distribution System Annual and Summary Reports

Moved by A. Westman

Seconded by D. Manders

That Council accepts the Lucan Biddulph Water Distribution System Annual and Summary Reports for 2020, as presented.

CARRIED

7/ Adoption of Minutes

Moved by A. Westman

Seconded by D. Regan

That the regular council minutes of March 2, 2021 be approved as circulated.

CARRIED

Business Arising

Mayor C. Burghardt-Jesson noted all items are on-going and 3 additional items were added.

Correspondence

K. Langendyk commented on the letter received from Minister Steve Clark and advised the province has given us a further \$79,079 to assist with COVID-19 operating pressures and has extended the reporting deadline to June 2021.

R. Reymer commented on the Fire Safety Grant announcement and noted Lucan Biddulph is eligible to receive \$5,700 and both fire departments will be submitting for training expenses under this grant.

8/ Receive Communication Reports

Moved by D. Regan

Seconded by P. Mastorakos

That Items 9 a) through c) (Correspondence) be received for information.

CARRIED

Committee Reports

ABCA and UTRCA

A Westman advised that ABCA will be enforcing rules at the conservation areas in the coming weeks and months due to an increase in visitors during the pandemic. He reminded residents that off-road vehicles are not permitted in conservation parks and dogs are to remain leashed at all times.

PRAC

P. Smith commented on the PRAC minutes included from the March 3rd meeting and further noted unfortunately we were not successful for the grant applied for outdoor fitness equipment.

Staff Reports

CAO/Clerk

R. Reymer advised Dr. Viguera is looking for new office space as the current building has plans for re-development in the near future. He noted he and L. deBoer are working with her to try and find appropriate space for her to re-locate to.

R. Reymer advised the province has recently announced potential changes to the Council Code of Conduct legislation and our Integrity Commissioner Greg Stewart has been contacted regarding a review and update to our current Code.

T. Merner advised an updated Fees Bylaw is included for adoption and the changes made are in accordance with recent water and sewer increases which have been highlighted for reference.

Building

A Marsman presented 2020 Building and Bylaw enforcement annual report. He noted an apartment building was missed in his report which changes to totals and values in tables, 1 2 and 3, a revised report will be provided this week. A. Marsman further noted the addition of the electronic building permit system has been a valuable tool and has assisted in the efficiency of the permit process. A. Marsman further commented on the differences in types of permits issued last year noting less single family dwelling units however more townhomes and apartments were issued. He added this shows good diversity in the housing market in Lucan Biddulph. Discussion followed regarding similar trends of housing units in the County and increase in bylaw enforcement issues including gathering complaints during the pandemic. A. Marsman also advised Council and Staff that Middlesex Centre Building Department is expanding to accommodate service for additional municipalities within the County of Middlesex including North Middlesex, Adelaide Metcalfe and Southwest Middlesex.

9/ 2020 Year End Building Summary

Moved by D. Regan

Seconded by D. Manders

That Council receives report no. BD-1-2021 for information subject to the amendments as presented.

CARRIED

Finance

K. Langendyk advised staff is beginning to prepare for water billing the end of this month as well as compiling 2020 figures to the auditors.

Public Works

J. Little advised a motion is included to appoint Spriet Associates as drainage superintendent for the requested work to the Hardy Drain 1952.

J. Little advised we received approval for a joint project with the County of Middlesex regarding assessment of sidewalks and a follow-up report will come to Council later this spring.

J. Little advised the Ministry has agreed to extend our use of the Sand/Salt shed on Roman Line for one more year while we work towards building our own storage shed for 2022.

Parks & Recreation

P. Smith reviewed report no. PR-04-2021 and advised the PRAC committee is recommending the terms of reference for the Committee be amended to increase the membership allowance to nine members. He noted that due to a number of applications received for the recent vacant position and the continued growth of our community, additional members would be appropriate.

P. Smith reviewed report no. PR-05-2021 regarding the current restrictions under the COVID-19 Response Framework which affect recreational activities in Lucan Biddulph. He noted he was recently advised that the Section 22 order placed by the local Health Unit will not apply to outdoor sports although it is still recommended to have no more than 25 people permitted on a field. Discussion followed regarding the ice surface and P. Smith advised the ice is in and AXIS Hockey School has rented a major portion of time from now until the end of August and staff are currently working with the Lucan Skating Club to try and accommodate their group as well.

10/ COVID Response Framework – Current Colour Restrictions

Moved by P. Mastorakos

Seconded by A. Westman

That Council receives report no. PR-5-2021 for information.

CARRIED

Economic Development

L. deBoer reminded Council that the Community Improvement Plan (CIP) open house is March 30th and will be presented to Council on April 6th. She further noted a brief Baconfest meeting will be taking place later this week to discuss 2021 and the Scouts and Guides will be doing their annual electronic waste depot in April.

Councillor's Comments

Councillor D. Regan noted some positive feedback he has received from residents regarding the AXIS hockey school opportunity in our community.

Councillor P. Mastorakos commented on the recent governance training and gaps that were identified in the Code of Conduct and Respect in Workplace policy, specifically if an issue arises and the matter is referred to the Mayor, what are the next steps and procedure. R. Reymer recommended that a Notice of Motion would be the appropriate process to request to have a policy re-opened.

Councillor A. Westman advised that with modifications there will be another Little Sprouts youth program offered this summer through the Granton Community Garden.

Notice of Motions

R. Reymer presented a Notice of Motion submitted by Deputy Mayor D. Manders.

11/ Dog Tag Feasibility Report

Moved by D. Manders

Seconded by D. Regan

That Council directs staff to bring forward a report regarding the ongoing feasibility of selling dog tags.

CARRIED

R. Reymer presented the following Notice of Motion presented by Councillor P. Mastorakos:

That staff be instructed to prepare a report on implementing a policy for a CAO performance appraisal following the guidelines as set out by the Canadian Association of Municipal Administrators'. The report to be prepared by April 30th, 2021.

Councillor P. Mastorakos advised he will be submitting a Notice of Motion to re-open the Respect In Workplace policy and will email same to the Clerk for inclusion on the next agenda.

Motions

12/ Accounts Paid

Moved by A. Westman

Seconded by D. Regan

Resolved that the Council of the Township of Lucan Biddulph receive the attached accounts as paid for information, as follows:

February 2021 \$292,717.36

CARRIED

13/ PRAC Terms of Reference

Moved by D. Manders

Seconded by D. Regan

That Council adopt the recommendation brought forward by the Parks and Recreation Advisory Committee to amend the terms of reference for PRAC to increase the membership of the committee from the current 7 members to 9 and instruct staff to bring forth the appropriate amendment to the appointment by-law.

CARRIED

14/ AMCTO Conference 2021

Moved by A. Westman

Seconded by D. Manders

That the Council of the Township of Lucan Biddulph authorize Tina Merner and Lisa deBoer to attend the AMCTO Virtual Conference from June 14 - 16, 2021 at a registration cost of \$490.00 (plus HST) per person.

CARRIED

15/ Appoint Drainage Superintendent - Hardy Drain 1952

Moved by D. Regan

Seconded by A. Westman

That Council appoints Spriet Associates London Ltd. under Section 4 (or 78) of the Drainage Act to prepare a drainage report for the requested work to the Hardy Drain 1952 subject to the required 30 days' notice to the applicable Conservation Authority.

CARRIED

16/ Sand/Salt Storage Shed

Moved by P. Mastorakos

Seconded by A. Westman

That Council direct staff to undertake engineering on a sand/salt shed in 2021 to be constructed in 2022.

CARRIED

17/ Confirming

Moved by D. Regan

Seconded by D. Manders

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:

- 19-2021 Fees Bylaw
- 20-2021 Interim Borrowing Bylaw
- 21-2021 Confirming Bylaw

CARRIED

18/ Adjournment

Moved by D. Regan

Seconded by P. Mastorakos

Resolved that the Council meeting be adjourned at 8:07 p.m.

CARRIED


MAYOR


CLERK