

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 Councillor A. Westman

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

Call To Order

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

Declaration of Pecuniary Interest & Nature Thereof

| a. <u>Member</u> | <u>Item #</u> |
|--------------------------|---------------|
| Councillor P. Mastorakos | 5 (a) |

Nature of Conflict

Neighbour to 43 Hardy Court and
Family member has business dealings with owner

Announcements

Today is a good day in Lucan Biddulph, Middlesex County and the Province as a whole. Vaccinations for those 18+ are now available. Appointments can be made through the Middlesex-London Health Unit website. Please be patient, appointments are allocated on the basis of availability of vaccine. Remember, if you didn't get an appointment booked today, try again tomorrow. When it's your turn (and now ALL adults are eligible), please book an appointment. If you haven't yet made the commitment to get a vaccine, that's ok. Once you are eligible, you are always eligible. So book now!

I also want to take a moment to acknowledge that this week is National Public Works Week! How fortunate are we to have the staff we do in that department. Every day, our employees work hard planning, building, managing and operating key services to improve the everyday quality of life for our Lucan Biddulph residents. From maintaining sidewalks, roads, bridges, our wastewater systems and ensuring we have clean and safe drinking water, they all work hard to keep our community healthy and safe. Please join me in acknowledging our incredible team:

Public Works Manager Jeff Little
Public Works Assistant Julie Overholt
Road Supervisor Joe Dewan
Water Supervisor John Riddell
Public Works Operators Andrew Christie; Ryan Dukeshire; Marty VanPraet; Carrie Triebner and for a few more weeks Bryan Smith!

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

1/ Committee of Adjustment

Moved by A. Westman

Seconded by D. Regan

That Council to adjourn its regular meeting in order to sit as a Committee of Adjustment under the Planning Act.

CARRIED

- a) Minor Variance Application A-3-2021 (43 Hardy Court)
D. Fitzgerald reviewed report no. PL-15-2021 and advised the purpose of the application is to request a rear yard setback of 4.74 metres to permit a deck beneath a covered porch. No questions or comments were received from members.
The applicant, Mike Radcliffe and agent, Jerome Macko were in attendance and had no additional comments to provide.
Ron Bayer (public participant) was also in attendance and provided no comments or questions.

2/ A-3-2021 (43 Hardy Court)

Moved by D. Regan

Seconded by A. Westman

THAT Application for Minor Variance A-3-2021; filed by Jerome Macko on behalf of Michael Radcliffe, for a property located on the south west side of Hardy Court crescent and legally described as Lot 21, Plan 33M739 in the Township of Lucan Biddulph, and municipally known as 43 Hardy Court; **be GRANTED**, subject to the following condition:

THAT the minimum rear yard setback reduction shall only apply to the deck as shown on the attached site plan.

AND FURTHER THAT the reasons for granting Minor Variance Application A-3-2021 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 P. Mastorakos

Seconded by A. Westman

Resolved that the Committee does now rise out and move into a Public Meeting at 6:08 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-6-2021 – Removal of Holding Symbol (Ridge Crossing Townhomes Phase 2)

D. Fitzgerald reviewed report no. PL-16-2021 and advised the applicant is requesting removal of the holding symbol from the zoning for the subject property as well as a request to support the developer's request for a condominium exemption. D. Fitzgerald noted the County of Middlesex is the approval authority for the condominium exemption request and this subject property has previously gone through extensive review through the subdivision approval process. Discussion followed regarding the exemption from a public meeting process and D. Fitzgerald noted the subject site was previously open for public comments through four separate planning application approvals, therefore staff is satisfied that another public meeting is not necessary.

The Applicants agent, Melanie Muir from Dillion Consulting was present and provided no further additional comments.

4/ Adjourn Public Meeting

Moved by P. Mastorakos

Seconded by D. Regan

Resolved that Council adjourn the public meeting at 6:14 p.m. and reconvene its regular meeting to continue with its deliberations.

CARRIED

5/ ZBA-6-2021 – Removal of Holding Symbol (Ridge Crossing Townhomes Phase 2)

Moved by A. Westman

Seconded by D. Regan

THAT the request to remove the holding (H) symbol by 2219260 Ontario Inc. to allow for the construction of a nine (9) block, forty-four (44) unit townhouse development be granted and that the implementing By-law's be passed.

AND FURTHER THAT Township Council recommends to the County of Middlesex that the request for the condominium exemption by 2219260 Ontario Inc. for lands legally described as Part of Block 103 on Registered Plan 33M-739 (geographic Township of Biddulph) in the Township of Lucan Biddulph, is appropriate and that no further public consultation be required.

CARRIED

D. Fitzgerald exited the meeting at 6:15 p.m.

Delegations

None

6/ Minutes

Moved by P. Mastorakos

Seconded by D. Manders

That the Special Council Meeting Minutes of April 30, 2021 and regular Council Meeting Minutes of May 4, 2021 be approved as circulated/amended.

CARRIED

Business Arising

C. Burghardt-Jesson noted two items have been added and remaining items are on-going at this time.

Correspondence

Discussion took place regarding item 9.1 and staff were instructed to complete the survey regarding the possible Middlesex County Archives Committee in the future.

Mayor C. Burghardt-Jesson commented on the 2021 Senior of the Year Award and noted the nomination deadline is May 31st. Clarification was requested on the eligible age and Mayor C. Burghardt-Jesson advised she believes the age is 65+.

Councillor A. Westman commented on National Nursing week and thanked nurses from all healthcare sectors for their hard work and dedication over the past year.

7/ Receive Correspondence

Moved by P. Mastorakos

Seconded by A. Westman

That Items 9.1 through 9.3 (Correspondence) be received for information.

CARRIED

Committee Reports

Lake Huron

Mayor C. Burghardt-Jesson noted she and J. Little will be attending the steering committee meeting tomorrow for water boards and the new governance model.

PRAC

P. Smith provided comments regarding the Parks & Recreation Committee meeting minutes of May 10th.

Staff Reports

CAO/Clerk

R. Reymer reviewed report CAO-07-2021 and noted the Transfer Payment Agreement for the ICIP funding for Phase II of the Community Centre project is included for execution. Questions were raised regarding the maximum amount of the project and R. Reymer noted the funding was based on an estimated project value of 7.7 million in 2019 and the Transfer Payment Agreement simply approves the format that the federal and provincial government has established for the funding.

8/ Transfer Payment Agreement – Phase II Lucan Community Centre Project

Moved by D. Regan

Seconded by D. Manders

That report no. CAO-07-2021 be received for information.

CARRIED

R. Reymer reviewed report CAO-08-2021 regarding the proposed municipal make-up of the Police Services Board. Discussion followed regarding Lucan Biddulph and North Middlesex sharing a representative and ensuring Lucan Biddulph has good representation.

9/ Police Services Board

Moved by A. Westman

Seconded by P. Mastorakos

THAT report no. CAO-08-2021 be received;

AND THAT Council approve the, in principle, the following municipal make-up of the Police Service Board

| | |
|---|-----------------|
| <i>Adelaide Metcalfe, Newbury & Southwest Middlesex</i> | <i>1 member</i> |
| <i>Lucan Biddulph & North Middlesex</i> | <i>1 member</i> |
| <i>Middlesex Centre</i> | <i>1 member</i> |
| <i>Thames Centre</i> | <i>1 member</i> |
| <i>Chippewa of the Thames</i> | <i>1 member</i> |

Munsee-Delaware Nation
Oneida of the Thames

1 member
1 member

CARRIED

T. Merner noted revisions have been made to the Council Code of Conduct and they have been forwarded to the Integrity Commissioner for review. She further advised a launch date of June 15th has been scheduled for the eScribe program for Agenda's.

Finance

K. Langendyk reviewed report no. FIN-08-2021 regarding the plan for fundraising of Phase II of the Lucan Community Centre project. K. Langendyk advised the estimated project cost is 9.2 million, based on estimated increase of costs since the original estimate. She further provided details on the sources of funding which includes, the ICIP grant of 5.5 million, 1.5 million from building reserve funds, and a conservative estimate of \$250,000 from fundraising. K. Langendyk then provided options for funding the balance of approximately \$2 million. Discussion followed from members regarding transfers from development charges, the original size and cost of the project and how that was reduced, how it was previously determined on what the Township could afford to carry for the project, concerns of debt load for the entire community, the difference between the community centre project and future sewage treatment plant expansion project and how they are funded in separate ways, annual repayment limits for the Township and possibility of considering upgrades to the pool. K. Langendyk advised the Community Centre is our last major building project in need of updating and the building reserve fund is in a good position, adding there are also reserves for other categories. It was further noted there are three positive things to take into consideration with this particular project, namely the grant funding received, healthy reserve funds and low interest rates.

10/ Community Centre Project - Phase II Financing

Moved by P. Mastorakos

Seconded by A. Westman

That report no. FIN-08-2021 be received for information.

CARRIED

Public Works

J. Little reviewed report no. PW-10-2021 regarding road surface analysis. He noted three major platform exists for all roads, namely platform width, base strength and drainage. J. Little further noted that all rural road traffic counts in Lucan Biddulph have daily volumes of under 1,000 vehicles daily. He further advised gravel roads are currently not included in Lucan Biddulph's Asset Management plan and the Township should consider adding them in the future. Discussion followed regarding estimated costs of upgrading a gravel road, the difference between a surface treated road and asphalt and the frequency of traffic counts. J. Little further added he would anticipate working towards adding gravel roads to the Asset Management Plan in 2022.

J. Little reviewed report no. PW-11-2021 regarding the proposed Sewer Use By-law and noted this by-law will provide more control to ensure everyone is using the sanitary system properly it is common practice to have a by-law in place.

11/ Roads Analysis Report and Sewer Use By-law Report

Moved by A. Westman

Seconded by D. Regan

That report no. PW-10-2021 and PW-11-2021 be received for information.

CARRIED

Parks & Recreation

P. Smith reviewed report no. PR-06-2021 regarding a fundraising committee for Phase II of the Lucan Community Centre project. He noted this was discussed in great length with the PRAC Committee and members preferred using the information that was generated from the feasibility study to form our own committee and proceed without hiring a consultant. P. Smith further noted staff will be working together to develop a multi-media presentation that outlines the project and funding in order to provide a clear picture to residents and assist with fundraising goals.

12/ Fundraising Committee for Phase II of Lucan Community Centre project

Moved by D. Regan

Seconded by P. Mastorakos

That report no. PR-06-2021 be received;

And further that Council approve the formation of a fundraising committee for Phase 2 of the Community Centre project and direct staff to approach individuals identified in the fundraising

feasibility study final report to discuss key findings and strategies.

CARRIED

P. Smith reviewed report no. PR-07-2021 regarding seasonal wage employee adjustments and noted this will give staff the ability to make wages more competitive to try and attract more applicants and qualified employees with the hopes of having staff to operate a pool season this summer. P. Smith further noted our current wages are on the lower end of the grid in comparison with surrounding municipalities.

13/ Seasonal Employee Wage Adjustment

Moved by A. Westman

Seconded by D. Regan

That report no. PR-07-2021 be received

And that Council delegate the authority to Senior Management staff to adjust seasonal employee wages based upon competitive rates of surrounding municipalities, and incentives to returning employees in order to increase the appeal of working for the Township of Lucan Biddulph following approval of the Treasurer and CAO.

CARRIED

P. Smith reviewed report no. PR-08-2021 regarding the RFP submissions for the Engineering and Architectural contract of Phase II of the Lucan Community Centre project. P. Smith noted that two submissions were received and Spriet Associates submitted the lowest bid.

14/ Architectural and Engineering RFP – Phase II of Lucan Community Centre Renovation

Moved by D. Regan

Seconded by D. Manders

That report no. PR-08-2021 be received

And that Council award the Architectural and Engineering contract of the Phase II Community Centre project to Spriet Associates as per their RFP submission.

CARRIED

P. Smith advised ABCA will be spraying for Hog Weed next week along the Benn Drain and the Splash Pad will remain closed until the provincial stay at home order has been lifted.

Councillor's Comments

Deputy Mayor D. Manders asked if an anticipated public meeting date has been decided for the Official Plan update and R. Reymer advised planning staff are working on summarizing comments from the Open House held on May 7th and a public meeting date is unknown at this time. T. Merner added that once a date has been set a Notice of Public Meeting will be advertised and circulated a minimum of 20 days in advance of the scheduled date.

Councillor D. Regan asked for an update on adjustments being made to the colours of the new Lucan entrance signs.

Councillor D. Regan asked for clarification on why Lucan Biddulph could not have its own member on the Police Services Board and R. Reymer noted due to the number of municipalities and first nations involved they are trying to limit the total amount of committee members.

Notices of Motion

None

Motions

15/ Accounts Paid

Moved by A. Westman

Seconded by D. Regan

That Council receive the attached accounts as paid for information as follows:

April \$545,188.97

CARRIED

16/ PRO Conference

Moved by P. Mastorakos

Seconded by D. Manders

That Council authorize Paul Smith, Abby Vandermuren and Daniel Regan to attend the virtual PRO Educational Forum on May 26, June 2, June 9 and June 16, 2021 from 1 – 4 p.m. at a registration cost of \$200.00 + HST per person. (Note: 1st registration fee is covered by our municipal PRO membership).

CARRIED

17/ Bylaws

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:

- 38-2021 Execution of Transfer Payment Agr. (ICIP Agreement)
- 39-2021 Sewer Use By-law
- 206-2021 Removal of Holding Symbol (Ridge Crossing Townhomes Phase 2)
- 40-2021 Confirming Bylaw

CARRIED

18/ Adjournment

Moved by D. Regan

Seconded P. Mastorakos

Resolved that the Council meeting be adjourned at 7:53 p.m.

CARRIED


MAYOR


CLERK