

Minutes of a regular meeting of the Council of the Municipality of Middlesex Centre held this date at the Municipal Office at 5:00 p.m.

**ATTENDANCE****PRESENT**

Mayor Edmondson  
Deputy Mayor Bannister  
Councillor Filson  
Councillor Brennan  
Councillor Bloomfield  
Councillor Ritchie  
Councillor Berze

**ALSO PRESENT**

Cathy Saunders	Chief Administrative Officer/Clerk
Maureen Looby	Manager, Public Works & Engineering
Greg Watterton	Treasurer/Acting Manager of Recreation & Facility Services
Marc Bancroft	Senior Planner
Arnie Marsman	Deputy Chief Building Official
John Elston	Supervisor, Emergency Services/Fire Chief

Mayor Edmondson presided.

The reporters from the Strathroy Age Dispatch and Middlesex Banner were in attendance.

**ADDITIONS TO THE AGENDA**

None were disclosed by any of the members.

**DECLARATION OF PECUNIARY INTEREST**

None were disclosed by any of the members.

**MINUTES**

1. Resolution # 2009/136  
Moved by Clare Bloomfield  
Seconded by Brian Ritchie

THAT the minutes of the regular meeting of Council held on June 3, 2009 be approved.

- Carried -

2. Resolution # 2009/137  
Moved by Clare Bloomfield  
Seconded by Brian Ritchie

THAT the minutes of the regular meeting of Council held on June 10, 2009 be approved, as amended.

- Carried -

3. Resolution # 2009/138  
Moved by Brian Ritchie  
Seconded by John Brennan

THAT the minutes of the special meeting of Council held on June 17, 2009 be approved.

- Carried -

### **CONSENT AGENDA**

Deputy Mayor Bannister requested that Item # 4 Public Works and Engineering Committee Minutes and Item # 6 Energy Advisory Committee Meeting be removed from the Consent Agenda for further discussion.

Resolution # 2009/139  
Moved by Frank Berze  
Seconded by Brian Ritchie

1. THAT Council receive the Minutes of the June 17, 2009 Planning and Development Services Committee meeting and concur with the following recommendations:
  1. That staff give consideration, in consultation with the Municipal Solicitor, to the public comments received no later than June 22, 2009, with respect to; the revised general zoning by-law amendment to generally permit park model trailers in campground uses; and, the revised campground licencing by-law dated June 12, 2009.
    - 1.1 That in consideration of the public comments received, that the revised general zoning by-law amendment to generally permit park model trailers in campground uses, as recommended by staff be approved and forwarded to the July 2, 2009 meeting of Municipal Council for consideration of enactment; and, that no further public notice be required.
    - 1.2 That in consideration of the public comments received, that the revised campground licencing by-law, as recommended by staff, be approved and forwarded to the July 2, 2009 meeting of Municipal Council for consideration of enactment.
  2. That the Application for Site Plan Approval as submitted by Douglas and Caroline Murray for a property described as Part of Lot 17, Concession 10 (geographic Township of London) in the Municipality of Middlesex Centre, addressed 22405 Richmond Street, be approved, subject to the following revisions to the original Site Plan:
    - 2.1.1 That the frontage and depth of the subject property be illustrated on the Site Plan;
    - 2.1.2 That a minimum height of 1.2 metres (4 feet) for the proposed chain-link fence be shown on the Site Plan;
    - 2.1.3 That the dimensions of the existing commercial building, existing garden shed and existing entrance from Ten Mile Road be illustrated on the Site Plan;
    - 2.1.4 That the dimensions of the proposed parking spaces, including the handicapped parking space, be illustrated on the Site Plan; and
    - 2.1.5 That the existing entrance from Highway 4 be shown as closed and sodded on the Site Plan.

- 2.2 That planning staff be directed to present the Site Plan Agreement for execution at the next regular meeting of Municipal Council once the foregoing revisions have been undertaken to the Site Plan to the satisfaction of the Municipality and once the \$1,000 security deposit has been received.
3. That the County of Middlesex be advised that the Municipality of Middlesex Centre supports the proposed modifications to Amendment No. 24 to the Middlesex Centre Official Plan, subject to the revision of Schedule B of Amendment No. 24.
2. THAT Council receive Report Number PS-B-09-09/CBO prepared by the Chief Building Official, entitled "Building Permit Report – June 2009".
3. THAT Council receive the Minutes of the June 9, 2009 Recreation and Facility Services Committee meeting and concurs with the following recommendations:
  1. THAT Middlesex Centre supports the Middlesex-London Health Unit in motion™ program, and  
  
FURTHER THAT a letter of support for the in motion™ program be forwarded to the London-Middlesex Health Unit.
  2. THAT the diamond in Delaware Lions Park be relocated should the RInC funding application be successful; and  
  
FURTHER THAT the diamond relocation be included as part of the 2010 Budget should the RInC funding application be denied.
4. THAT Council receive the Minutes of the June 22, 2009 Corporate Services Committee meeting and concur with the following recommendations:
  1. THAT the utility charges on account 6105000000 be reduced for the first and second quarter of 2009 by \$407.75 total.
  2. THAT Report Number CSD 007/09 dated June 12/09 and entitled "**Recommendation for Use Investing in Ontario Grant**" be received; and  
  
THAT the respective grant monies be allocated to the above noted capital items as recommended.
  3. THAT Report Number CST004/09, dated June 18, 2009 and entitled "**Dog Licence Penalty Write-Off Request**", be received.  
  
THAT the penalty charges on account 9128002006 stand as billed.
  4. THAT staff seek direction to return any of these personal effects as outlined in Report Number RMC001/09 entitled "Donation of Veteran's Memorabilia to The Royal Canadian Regiment (RCR) Military Museum, Wolseley Barracks, London, Ontario", including all and any medals, to the appropriate family members who have requested the return of the belongings for their own family history and safekeeping; and  
  
FURTHER THAT staff seek direction to correspond with The Royal Canadian Regiment (RCR) Military Museum, London, Ontario to determine the level of interest for these artifacts. If necessary, staff also seek, the authority to submit any of the above listed items if they are unclaimed by the families, to The Royal Canadian Regiment (RCR) Military Museum, London, Ontario for public viewing and display if appropriate; and

FURTHER THAT the binders and extra copy of the enlistment information and photographs be given to the museum as a complete package of information for future generations.

5. THAT By-law 2009-055, being a By-law to appoint Officers under the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M56, Section 3(1)", be approved.
6. THAT Council receive the Minutes of the May 15, 2009 Middlesex Group Police Services Board.

- Carried -

Deputy Mayor Bannister questioned whether the existing Ilderton water storage site would be abandoned. Maureen Looby, Manager of Public Works and Engineering indicated that once a new site has been found for the expanded water storage site the existing site would remain in use and would be decommissioned on a future expansion of the new site.

Deputy Mayor Bannister requested clarification regarding the LED Street Lighting matter questioning why the Municipality would not proceed given the savings that were noted. Councillor Filson, Chair of the Energy Committee indicated that the information received regarding the savings will be further investigated and that the information had been provided by a company that sells the LED lights.

Discussion occurred regarding the recommended purchase of the LAS Energy tracking/monitoring software with concern being expressed regarding the monthly costs for the software. After further discussion, staff was directed to investigate the other alternatives for software, including the possible outright purchase of software.

Resolution #2009/140

Moved by Albert Bannister

Seconded by Frank Berze

1. THAT Council receives the minutes of the Public Works and Engineering Committee meeting of April 27, 2009 and concur with the following recommendations:
  1. THAT Committee supports staff evaluation of the petition as seen in Report Number PWE-035-09/T entitled 'Eight Mile Road – Residents Petition' to leave Eight Mile Road as gravel surface unless a future Road Needs Study indicates a need for change.
  2. THAT staff be directed to seek written quotations from AECOM and McCormick Rankin Corporation to conduct the safety assessment as outlined in Report Number PWE-039-09/T entitled 'Whistle Ban – Canadian Pacific Railway – Komoka Road'.
  3. THAT as outlined in Report Number PWE-038-09/T entitled 'Road Damage Issues – Commercial Farm Operations' the Public Works and Engineering Department be directed to continue with the development of a standard for municipal manure pipelines.
  4. THAT staff be directed to prepare and bring back to Public Works and Engineering Committee a Discussion Paper to examine road allowance damages associated with heavy agricultural equipment.
  5. THAT Middlesex Centre staff be directed to submit Wonderland Road from Medway Road to Ilderton Road to the County Road Assumption Study Technical Steering Committee for their consideration as outlined in Report Number PWE-040-09/T entitled 'County Road Assumption – Middlesex Centre Road Selection'.

- 6. THAT as outlined in Report Number PWE-041-09/T entitled ‘Denfield Operations Centre / Delaware Operations Centre Design-Build Projects’ relief from Procurement Policy GG-4.16 to single source and be granted to approve the quotation from Reinders & Reider Ltd. for the upset limit of \$38,000 plus disbursements and GST for technical advisory assistance in the proposal evaluation and contract negotiations phases of the Denfield and Delaware Operations Centre projects.
  
- 2. THAT Council receive the Minutes of the July 17, 2009 Energy Advisory Committee Meeting.

- Carried -

**IN CLOSED SESSION**

- 1. Resolution # 2009/141  
 Moved by Clare Bloomfield  
 Seconded by Ken Filson

THAT Council move in to closed session at 5:18 p.m. for personal matters about an identifiable individual(s) (Marianne Love McDowall and Associates and Staff Report – Staffing Organizational Review) in accordance with Section 239 (2) (b) of the Municipal Act, S.O. 2001, c.25, as amended.

- Carried -

**REGULAR COUNCIL RESUME**

- 1. Resolution # 2009/142  
 Moved by Clare Bloomfield  
 Seconded by Brian Ritchie

THAT Council reconvene in regular session at 6:30 p.m.

**BUSINESS FROM IN CLOSED SESSION**

Deputy Mayor Bannister requested a recorded vote regarding this matter.

- 1. Resolution # 2009/143  
 Moved by Ken Filson  
 Seconded by Frank Berze

THAT the Chief Administrative Officer/Clerk be directed to implement Phase One of the Organizational Structure changes as out lined in the report of McDowall and Associates, dated June 19, 2009; and

FURTHER THAT the Chief Administrative Officer/Clerk be directed to provide a further report regarding the implementation of Phase Two and Phase Three of the McDowall and Associates Report as part of the 2010 Budget process.

Name	Yes	No
Albert Bannister		■
Frank Berze	■	
Clare Bloomfield	■	
John Brennan	■	
Al Edmondson	■	
Ken Filson	■	
Brian Ritchie	■	

- Carried -

**STAFF REPORTS****1. PLANNING AND DEVELOPMENT SERVICES DEPARTMENT****1.1 Planning****1.1.1 Report No. PS-P-02-09 – Campground Licencing By-law and General Amendment to Middlesex Centre Comprehensive Zoning By-law No. 2005-005 – To Consider Allowing “Park Model Trailers” in Campgrounds**

Marc Bancroft, Senior Planner indicated that staff has reviewed the June 29, 2009 letter of Ms. Cormier of Patton Cormier & Association on behalf of her clients, Wendy Nesselth and Ruth Hall indicating concerns with the draft zoning and licencing by-law for campgrounds that are before Council for consideration. He indicated that staff, of the nine points raised by Ms. Cormier, is prepared to support the following further amendments to the proposed Licencing By-law:

- Reduction of the minimum “internal roadway” width requirement from 6.0 metres (20 ft.) to 5.2 metres (17 ft.);
- Deletion of the requirement for a central garbage storage facility;
- Revise the occupancy agreement requirement to only apply to occupancy of a services camp site for a period greater than 90 days.
- The Licencing fee has been recommended to be \$300.00 where a change to the campground has occurred requiring and inspection; and \$150.00 where no change has occurred.

Arnie Marsman, Deputy Chief Building Official indicated that staff continues to recommend that the sign requirements remain in place for emergency services purposes. He indicated that the fire setback requirements reflect the existing Open Air Burning By-law requirements that have been in place since 2007. He also indicated that the site plan submitted does not have sufficient information provided to ensure compliance with the by-law.

Ms. Nesselth and Ms. Hall responded to staff's recommendations indicating the following concerns:

- The sign requirement will make the entrance to the campground unattractive. It was noted that as the campground is developed the changes to the sign that would need to be undertaken would be costly. They also indicated that hard copy maps will be made available at the entrance that would assist emergency services personnel. They also indicated that a staff person would be at the front gate to assist emergency services personnel.
- Regarding the fire setback requirements, Ms. Nesselth indicated that it would not be feasible for any of the sites to have a recreational fire as it would be impossible to meet the setbacks.

- The 30% cap on the park model trailers component of the campground will make the campground economically unfeasible and that a 50% to 75% cap would be more appropriate.
- The prevention of the caretaker in a park model trailer is problematic as the individual has put a substantial investment into a park model trailer for his residence.

Ms. Nesseth and Ms. Hall continued to express concern that they have not had an opportunity to discuss these matters directly with staff. Ms. Nesseth indicated that some of the requirements of the licencing by-law will directly impact campground operations. She indicated that staff had not reviewed their comments submitted on June 12, 2009.

Marc Bancroft indicated that in fact staff and the Municipality's Solicitor did meet and reviewed all comments that had been submitted and the report before Council reflects the amendments that staff and the solicitor could support.

After further discussion it was agreed that staff would meet with Ms. Nesseth to discuss the sign requirement issue; the fire setback issue and the site plan issue.

Council directed staff to bring a revised Licencing By-law containing the following amendments to the July 22, 2009 meeting of Council for consideration of enactment:

- "Campground" definition – replace the word "parking" related to the parking of tents, motor homes, travel trailers, or truck campers; with the word "use".
- "Camp Site" definition – replace the word "parking" related to tents, motor homes, truck campers and Travel Trailers with the word "location";
- Replace "driveway" with "internal roadway";
- Garbage storage clause to be deleted;
- Caretaker Residence – clarification that the caretaker residence cannot be a Park Model Trailer during the closed period (January 1 to March 31);
- Occupancy Agreement – revise the provision to apply only to a Serviced Camp Site; for a period greater than 90 days;
- Licence Renewal – revise the provision to require sign-off from the Chief Building Official, the Fire Chief, the Health Unit, the Ministry of the Environment and the County of Middlesex if there have been any changes to the Site Plan since the issuance of the last licence; previous version required sign-off on an annual basis regardless of any changes to the Site Plan;
- Evaluation of Application for Licence or for Renewal – delete the requirement that the Licence Issuer be satisfied that all property taxes and utility payments related to the Campground are paid to date; also delete the requirement that the applicant for the Campground Licence be responsible for all costs incurred by the

Municipality in undertaking any investigations necessary to assess the application – this cost would be covered under the Licence Fee.

- Inspection – delete the requirement for the Campground Owner to maintain a set of records of the name, home address, and telephone number of each occupant for inspection by the Municipality; locked gate during closing period sufficient to enforce the closing period requirement.
- Reduce the minimum “internal roadway” width requirement from 6.0 metres (20 ft.) to 5.2 metres (17 ft.);
- Increase the cap limit on park model trailers from thirty (30%) percent to fifty (50%) percent.

The Zoning By-law amendment is to be further modified by amending the definition of Campground as follows:

- “Campground” definition – consistent with the licencing by-law; replace the word “parking” with the word “use”.

Resolution #2009/144

Moved by John Brennan

Seconded by Clare Bloomfield

1. THAT the report of the Planning and Development Services Department, dated June 12, 2009 and entitled **“General Amendment to the Middlesex Centre Comprehensive Zoning By-law No. 2005-005; to consider to allowing ‘park model trailers’ in campgrounds; and Licencing By-law to regulate campground facilities – Public Meeting Report”**, be received.
2. THAT the revised general zoning by-law amendment, to generally permit park model trailers in campground uses, be approved as amended in accordance with Council direction given on July 2, 2009 and be forwarded to the July 22, 2009 meeting of Municipal Council for consideration of enactment; and, that no further public notice be required.
3. THAT the revised licencing by-law dated June 12, 2009 for campgrounds uses be approved as amended in accordance with the direction given on July 2, 2009 and be forwarded to the July 22, 2009 meeting of Municipal Council for consideration of enactment.

- Carried -

1.1.2 There were no further reports or inquiries.

**RECESS FOR DINNER 8:00 P.M.**

**COUNCIL RESUMED AT 8:30 P.M.**

1.2 Building

1.2.1 There were no reports or inquiries.

1.3 Drainage1.3.1 Report No. PSD-05-09 DS - Request for Municipal Drainage – Waters-Arnold Drain Lot 1 Concession 2, Lots 1 & 2 Concession 3 in former Lobo Township, and Lots 23 & 24, Concession 3 and Lot 23 Concession 4 in former Caradoc TownshipResolution #2009/145

Moved by Albert Bannister

Seconded by Brian Ritchie

THAT Council receive the Report PSD-05/09 DS dated June 26, 2009; and

FURTHER THAT Council proceeds with the drainage works; and

FURTHER THAT staff be directed to notify the affected landowners and appropriate agencies of Council's decision to proceed with the drainage works; and

FURTHER THAT Mr. Michael DeVos of Spriet Associates be appointed to prepare a drainage report for a new municipal drain; and

FURTHER THAT the report be prepared in accordance with the *Ontario Drainage Act*.

- Carried -

1.3.2 There were no further reports or inquiries.

1.4 By-law Enforcement

1.4.1 There were no reports or inquiries.

**2. RECREATION AND FACILITY SERVICES DEPARTMENT**2.1 Report No. CAOC028/09 – Community Wellness & Recreation Centre – Fundraising Consultant

Deputy Mayor Bannister indicated concern that the lowest bid was not being recommended and requested further clarification regarding the rationale behind the recommendation.

Councillor Filson indicated that the Committee believed that there were more benefits in using a company that could provide a number of resources. He indicated that for \$16,000.00 in additional costs, the Municipality would have access to an experienced team of individuals. He also indicated that staff will benefit from the training that they will receive during the fundraising process. He also indicated that Inspire is familiar with the community given their previous work undertaking the fundraising strategy.

Resolution #2009/146

Moved by Frank Berze

Seconded by John Brennan

1. THAT the Report No. CAOC028/09 of the Building Committee, dated, June 26, 2009 and entitled "**Community Wellness & Recreation Centre – Fundraising Consultant Selection**", be received.

2. THAT the firm of Inspire be retained to undertake the Community Wellness and Recreation Centre Capital Campaign based on their proposal dated June 2009 at an upset cost of \$169,900.00, exclusive of GST, with a 2009 Budget amount of \$61,600.00 and a 2010 Budget amount of \$108,300.00.
3. THAT a Campaign Expense Budget in the amount of \$48,100.00, be approved.
4. THAT the Mayor and Clerk be authorized to execute the required contract to undertake this Community Wellness and Recreation Centre Campaign.

- Carried -

2.2 Report No. CAOC029/09 – Delaware Library

Members of Council discussed the options with respect to the Delaware Library and directed staff to further investigate both the renovations and addition to the existing library and a new facility in conjunction with the new Our Lady of Lourdes school and report back to Council with the cost of the alternatives.

2.3 Recommendation from Corporate Services – Delaware Community Centre Fire Suppression

Greg Watterton, Treasurer and Acting Manager of Recreation and Facility Services indicated that further investigation regarding the Delaware Community Centre Fire Suppression matter is required prior to a recommendation to undertake the work should be considered by Council. He suggested that the recommendation from the June 22, 2009 Corporate Services Committee regarding this matter be deferred until further information can be provided.

3. **PUBLIC WORKS AND ENGINEERING DEPARTMENT**

- 3.1 Deputy Mayor Bannister requested the Manager of Public Works and Engineering to examine the traffic count investigations that are being undertaken on Nine Mile Road between Highbury Avenue and Plover Mills Road. He questioned the purpose of undertaken this study over a holiday period such as Canada Day.

4. **CORPORATE SERVICES DEPARTMENT**

4.1 Treasury

4.1.1 Quarterly Financial Report

The Treasurer provided an overview of the Quarterly Financial Report noting that the format of the report has changed to provide Council with previous year comparisons for the month, year-to-date and budget.

Resolution #2009/147

Moved by John Brennan

Seconded by Clare Bloomfield

THAT the Quarterly Financial Reports, as submitted by the Treasurer, be received.

- Carried -

- 4.1.2 There were no further reports or inquiries.

4.2 Fire and Emergency Services

4.2.1 There were no reports or inquiries.

4.3 Clerk

4.3.1 Report No. CSA011/09 – Board Appointment – Kettle Creek Conservation Authority Board of Directors

Resolution #2009/148

Moved by Albert Bannister

Seconded by Frank Berze

THAT Report Number CSA01109, dated June 25, 2009 and entitled “Board Appointment – Kettle Creek Conservation Authority Board of Directors” be received; and

FURTHER THAT By-law No. 2009-015, being a By-law to Appoint Such Members of Council and of the Public to the Committees of Council and Local Boards of the Municipality as deemed necessary, be repealed.

FURTHER THAT By-law No. 2009-054, being a By-law to Appoint Such Members of Council and of the Public to the Committees of Council and Local Boards of the Municipality as deemed necessary, be approved.

- Carried -

4.3.2 There were no further reports or inquiries.

4.4 By-laws

Resolution #2009/149

Moved by Brian Ritchie

Seconded by Frank Berze

THAT By-law Number 2008-053, being a By-law Approving and Ratifying a Site Plan Agreement between Monica Guelmo as the “Owner” and the Municipality of Middlesex Centre as the “Municipality” for land described as Part of Lot 17, Concession 10 (geographic Township of London) Municipality of Middlesex Centre, be approved and this constitutes the first, second and third reading and By-law 2009-053 is hereby enacted.

THAT By-law Number 2008-054, being a By-law to Appoint such Members of Council and of the Public to the Committees of Council and Local Boards of the Municipality as Deemed Necessary (Council Appointments By-law), be approved and this constitutes the first, second and third reading and By-law 2009-054 is hereby enacted.

THAT By-law Number 2008-055, being a By-law to Appoint Officers under the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M56, be approved and this constitutes the first, second and third reading and By-law 2009-055 is hereby enacted.

- Carried -

**IN CLOSED SESSION**

- 1. Resolution # 2009/150  
 Moved by Clare Bloomfield  
 Seconded by Ken Filson

THAT Council move in to closed session at 9:40 p.m. for personal matters about an identifiable individual(s) (Performance Review) in accordance with Section 239 (2) (b) of the Municipal Act, S.O. 2001, c.25, as amended.

- Carried -

**REGULAR COUNCIL RESUME**

- 1. Resolution # 2009/151  
 Moved by Ken Filson  
 Seconded by Brian Ritchie

THAT Council reconvene in regular session at 9:50 p.m.

**BUSINESS FROM IN CLOSED SESSION**

- 1. None

**CONFIRMING BY-LAW**

- 1. Resolution # 2009/152  
 Moved by Albert Bannister  
 Seconded by Clare Bloomfield

THAT By-law Number 2009-056 being a By-law to confirm the proceedings of the Council meeting held on July 2, 2009 be approved and that this constitutes the first, second and third reading and By-law Number 2009-056 is hereby enacted.

- Carried -

**ADJOURNMENT**

There being no further business, this meeting of Council adjourned at 9:52 p.m. to meet again on at a regular meeting of Council on Wednesday, July 22, 2009 at 4:00 p.m.

\_\_\_\_\_  
MAYOR

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CLERK

**INFORMATION**

- 1. AMO FYI – Creating Jobs: Delivering Results
- 2. AMCTO – Legislative Update – June 12, 2009

3. Canada and Ontario – Infrastructure Stimulus Fund and Communities Component at Work in Ontario
4. Canada Mortgage and Housing Corporation – CMHC's Municipal Infrastructure Lending Program
5. LAS – Electricity Procurement – June 2009
6. OMAFRA – Green Energy Projects – Your Chance for Input
7. Resolution – Town of Arnprior – Support Nuclear Technology
8. Resolution – Township of Stirling-Rawdon – Municipal Drinking Water Licencing Plan
9. Information Memo – July Council and Committee Meetings
10. Thank You Card