



**MUNICIPALITY OF SOUTHWEST MIDDLESEX
REGULAR COUNCIL MEETING**

WEDNESDAY, MARCH 21, 2018 7:00 PM
Council Chambers

AGENDA

COUNCIL AGENDA

SOUTHWEST MIDDLESEX COUNCIL AGENDA

The Municipal Council of the Municipality of Southwest Middlesex will meet in Regular Session in the Council Chamber on March 21, 2018 at 7:00 p.m.

COUNCIL PRESENT:

Mayor Vance Blackmore (Chair presiding), Deputy Mayor Marigay Wilkins, Councillors Doug Bartlett, Rick Cowell, John Kavelaars, Don McCallum and Martin Vink

REGRETS:

Councillor Karen Aranha

STAFF PRESENT:

CAO/Clerk - Jill Bellchamber-Glazier, Facilities & Recreation Manager – Steve MacDonald, Interim Public Works Manager – Larry McGregor, Treasurer – Kristen McGill

ALSO PRESENT:

Members of the public and press

1. CALL TO ORDER

Mayor Blackmore calls the meeting to order at 7:00 p.m.

2. APPROVAL OF AGENDA

#2018-

Moved by _____

Seconded by _____

THAT the Regular Agenda of Council dated March 21, 2018 be accepted as presented.

3. DISCLOSURE OF PECUNIARY INTEREST

The Municipal Conflict of Interest Act requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member’s absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

<u>Name</u>	<u>Item</u>	<u>Nature</u>
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4. DEPUTATIONS AND PETITIONS

7:05 p.m. – Submission of landfill petition – Allan Mayhew, Ian Carruthers
[04.705 pm petition submission](#)

5. MINUTES OF PREVIOUS MEETINGS

1. Southwest Middlesex Council Meeting Minutes – March 7, 2018
[05.01 Mar07_2018_Minutes_DRAFT](#)

#2018-

Moved by _____

Seconded by _____

THAT the minutes of the meeting of Council dated March 7, 2018 be adopted as printed.

6. BUSINESS ARISING FROM THE MINUTES

7. VOUCHERS

Vouchers for March 1 to March 15, 2018 to be presented

07

#2018-

Moved by _____

Seconded by _____

THAT accounts as presented by the Treasurer in the amount of \$240,857.48 be received.

8. ACTION CORRESPONDENCE

1. Request for contribution to fence construction

08 01

#2018-

Moved by _____

Seconded by _____

THAT Southwest Middlesex deny the request for financial contribution to the already built fence structure.

9. STAFF REPORTS

a. Fire

b. Administration

1. 2018 Municipal Elections Update

[09 b 01 2018_MunicipalElections](#)

#2018-

Moved by _____

Seconded by _____

THAT council receives the 2018 Municipal Elections Update report for information; and

THAT council approve the Use of Corporate Resources Policy; and further

THAT council approve the Restricted Acts after Nomination Day by-law for 2018.

c. Building

1. Building Report – February, 2018

[09 C 01 2018 February Building Report](#)

#2018-

Moved by _____

Seconded by _____

THAT the February, 2018 building report is received.

d. Finance

e. Facilities and Recreation

1. Aquatic Staffing Recommendations

[09 e 01 AquaticStaffingRecommendations](#)

#2018-

Moved by _____

Seconded by _____

THAT Council accept the recommendation of the interview committee to offer employment (subject to completion of the required qualifications) with wages as per the SWM Part-Time/Casual pay grid to:

- Megan McGill – Aquatics Supervisor (6th year at SWM Pool)
- Kyle Lalich – Assistant Supervisor (4th year at SWM Pool)
- Tyson Haggith – Assistant Supervisor (5th year at SWM Pool)
- Madison Crawford – Full Time Guard/Instructor (4th year)
- Emilee Power – Full Time Guard/Instructor (3rd year)
- Sam Cormier – Full Time Guard/Instructor (2nd year)
- Serenity Brown – Full Time Guard/Instructor (1st year)
- Alyssa Garrison – Part Time Guard/Instructor (1st year)
- Elyssa Caron – Part Time Guard/Instructor (1st year)

2. Flower Basket Student Staffing Recommendations

[09 e 02 FlowerBasketStudentStaffingRecommendations](#)

#2018-

Moved by _____

Seconded by _____

THAT Council accept the recommendation of the interview committee to offer employment with wages as per the SWM Part-Time/Casual pay grid to:

- Colten Salomons - returning for 2nd summer
- Morgan Squire – 1st summer

3. Arena Flood Gate

[09 e 03 ArenaFlooderGatev2](#)

#2018-

Moved by _____

Seconded by _____

THAT Council support Option Two to ensure height requirements of the arena lift gate meet local needs and direct staff to arrange for the removal of the flooder gate and reposition the cross brace.

f. Public Works

1. Melbourne Drain Tendering Process

[09 f 01 Report to Council Melbourne Drain Contract Procurement](#)

#2018-

Moved by _____

Seconded by _____

THAT the requirements of the competitive process for the procurement of the contract for the Melbourne Drain Relocation be waived under the authority of the Council of the Municipality of Southwest Middlesex

THAT due to the fact that all works will take place on one landowner's property, and all works will be paid for by these same owners, the Negotiated Method be utilized for obtaining the contractor to complete construction of the Melbourne Municipal Drain Relocation.

THAT council authorize staff to engage a contractor chosen by the landowner on this project. (Subject to the approval of the Public Works Department.)

2. CWWF Project – Engineering Design for the Replacement of Watermains along Main Street between Charlotte Street and Parkhouse Drive

[09 f 02 Report to Council CWWF Engagement of Engineering Firm](#)

#2018-

Moved by _____

Seconded by _____

THAT the requirements of the competitive process for the procurement of this service be waived under the authority of the Council of the Municipality of Southwest Middlesex.

THAT due to the benefits of retaining an engineering firm familiar with the municipality's infrastructure and past practices, the Negotiated Method be utilized for obtaining the design services for the replacement watermains along Main Street from Charlotte Street to Parkhouse Drive.

THAT council authorize staff to engage Spriet Associates for the engineering design for the replacement of watermains along Main Street.

3. Drainage Program Statistics for Ontario

[09 f 03 Report to Council Drain Statistics 2018](#)

#2018-

Moved by _____

Seconded by _____

That the Drainage Program Statistics for Ontario report is received.

4. Switzer and McLean Switzer Drain, Request for Engineer – Section 78

[09 f 04 Report to Council Information Switzer Drain Section 78 Request2018](#)

#2018-

Moved by _____

Seconded by _____

That the Switzer and McLean Switzer Drain, Request for Engineer – Section 78 report is received.

5. Waste Management and Littering By-laws

[09 f 05 WasteManagementLitteringBylawsReport](#)

#2018-

Moved by _____

Seconded by _____

THAT council approve the waste management by-law; and

THAT council approve the littering by-law; and

THAT staff be directed to submit the provisionally approved by-laws to the Attorney General for review of the set fine schedules.

OR

THAT council approve the waste management by-law with the following changes/amendments _____; and

THAT council approve the littering by-law with the following changes/amendments _____; and

THAT staff be directed to submit the provisionally approved by-laws to the Attorney General for review of the set fine schedules.

6. 2018 Dust Control Tender Results

[09 f 06 dust control tenders2](#)

#2018-

Moved by _____

Seconded by _____

Council requested that various Dust Control options be analyzed for the 2018 season. Costs, effectiveness, and time to complete were looked at.

- Calcium Chloride 35% to the whole road costs more than Brine but requires less product therefore faster application and should show an improvement in effectiveness. (Option B)
- Brine 18% applied to the whole road is cheapest, requires more time to apply because more product is required but should show some improvement in effectiveness. (Option A)
- Brine 35% applied to the whole road costs similar to Calcium Chloride 35%, but requires too much time to apply because more product is required, but should show some improvement in effectiveness. (Option C)
- Option D offers a chance to compare the performance of both products but will cost somewhere in the middle, depending on how many roads were treated with each material. Some improvement in effectiveness should be realized.
- In order to treat the whole road width all options require an increase in the proposed budget.

Given no cost restriction and my experience with both products I would pick Option B

However, for monetary reasons, Council may want to choose Option A, it will still increase the proposed budget by \$33,000.00, but should show an improvement in performance.

7. 2018 Gravel Tender Results

[09 f 07 gravel tenders2](#)

#2018-

Moved by _____

Seconded by _____

THAT the Municipality of Southwest Middlesex accept the tender amount of \$655,055.20 including HST from Johnson Bros. Ltd., for the supply and delivery of the municipality's gravel requirements for 2018.

10. REPORTS OF COMMITTEES

11. UNFINISHED BUSINESS

12. INFORMATION CORRESPONDENCE

- 1.Planning Act Regulations related to the Building Better Communities and Conserving Watersheds Act, 2017
[12 01 Planning Act Regulations](#)
- 2.OMB – Proclamation of the Building Better Communities and Conserving Watersheds Act, 2017 changes to the land use planning and appeal system
[12 02 OMB letter](#)
- 3.Cannabis Implementation – Municipal Funding Announcements
[12 03 AMO Cannabis Implementation Municipal Funding Announcements Letter](#)
- 4.Asset Management plan submissions to Ministry of Infrastructure
[12 04 asset management plan](#)
- 5.OCWA Regulatory requirement non-compliance
[12 05 OCWA non compliance action report](#)
- 6.Adelaide Metcalfe Notice of Sitting of Court of Revision for the Phillips Drain 2017
[12 06 adelaide metcalf phillips dr cofr](#)
- 7.Town of Essex – User Pay Childcare Services at AMO and FCM Conferences
[12 07 EssexLetter to AMO FCM re userpay childcare services](#)
8. Quebec City diverted 46 million litres of raw sewage into St. Lawrence River last month
[12 08 Quebec City diverted 46million litres of raw sewage into St Lawrence River last month_ FarmersForum](#)

#2018-

Moved by _____

Seconded by _____

That the information correspondence items are received and filed.

13. COUNCILLORS COMMENTS AND ENQUIRIES

- Councillors Comments/Councillor and Staff Conference & Seminar Reports

14. NOTICE OF FUTURE MEETINGS (subject to change)

- March 28, 2018 – Council/Planning – 7:00 p.m.
- April 4, 2018 – Council – 1:30 p.m.
- April 18, 2018 – Council – 7:00 p.m.
- April 25, 2018 – Council/Planning – 7:00 p.m.

15. CLOSED SESSION (Committee of the Whole)

No closed session anticipated

16. BY-LAWS

1. By-law No. 2018/

[16 01 2018 Bylaw Restricted Acts After Nomination](#)

Being a by-law to delegate authority to Municipal Officials to act in the event that the Council's actions become restricted under Section 275 of the Municipal Act, 2001 (Restricted Acts After Nomination Day)

2. By-law No. 2018/

[16 02 Waste Management Bylaw Southwest Middlesex DRAFT March 13 2018](#)

Being a by-law for establishing and maintaining a system for the collection and disposal of solid waste and recyclable materials

3. By-law No. 2018/

[16 03 Littering DRAFT By-law](#)

Being a by-law prohibiting the depositing of refuse or debris on private or municipal property within the Municipality of Southwest Middlesex

4. By-law No. 2018/

[16 04 2018 Confirming March 21 Mtg Bylaw](#)

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (March 21, 2018)

#2018-
Moved by _____

Seconded by _____

That By-law No. 2018/ to By-law No. 2018/ be given first and second readings.

#2018-
Moved by _____

Seconded by _____

THAT By-law No. 2018/ to By-law No. 2018/ be read a third and final time.

17. ADJOURNMENT

The Mayor adjourned the meeting at _____ p.m.