



**MUNICIPALITY OF SOUTHWEST MIDDLESEX  
REGULAR COUNCIL MEETING**

WEDNESDAY, MARCH 7, 2018 1:30 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 7, 2018 at 1:30 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 1:30 p.m.

**2. APPROVAL OF AGENDA**

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the Regular Agenda of Council dated March 7, 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> |
|-------------|-------------|---------------|
|-------------|-------------|---------------|

**4. DEPUTATIONS AND PETITIONS**

1:35 p.m. – Four Counties Health Services Foundation – Tom Jeffery, Steph Ouellette, Martha Wortner

[04 705pm FCHS Presentation](#)

**5. MINUTES OF PREVIOUS MEETINGS**

1. Southwest Middlesex Council Meeting Minutes – February 28, 2018

[05 01 Feb 28 2018\\_Minutes\\_Draft](#)

#2018-  
Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the minutes of the meeting of Council dated February 28, 2018 be adopted as printed.

## **6. BUSINESS ARISING FROM THE MINUTES**

### **7. VOUCHERS**

Vouchers for February 15 to 28, 2018 to be presented

[07](#)

#2018-  
Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT accounts as presented by the Treasurer in the amount of \$378,044.03 be received.

## **8. ACTION CORRESPONDENCE**

### **9. STAFF REPORTS**

a. Fire

1. Southwest Middlesex Fire Department Incident Details – December 6, 2017 to February 22, 2018

[09 a 01 CUSTOM\\_FIRE\\_REPORT](#)

#2018-  
Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the Southwest Middlesex Fire Department Incident Details from December 6, 2017 to February 22, 2018 is received.

2. Paul Bertrand, Paramedic Paul Patterson Award

[09 a 02 Paul Bertrand Paramedic Paul Patterson Award](#)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT Council accept this report for information only.

3. Burn House 1052 Longwoods Road

[09 a 03 Burn House at 1052 Longwoods Road](#)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT Council accept this report for information only.

4. Ministry of Community Safety and Correctional Services, OFMEM public consultation on proposed regulations for mandatory Fire Fighter training and certification changes to the Fire Protection and Prevention Act.

[09 a 04 OFMEM Fire Fighter Certification proposal complete](#)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT Council respond to this public consultation of proposed regulations for mandatory training and certification and send a letter outlining points in this report to the Ontario Fire Marshal, the SWM Member of Provincial Parliament, the Ontario Regulator Office, the Ontario Association of Fire Chiefs and the Association of Municipalities Ontario.

b. Administration

1. Hiring Committee – Public Works Manager Position

[09 b 01 PWManagerHiringCommittee](#)

#2018-  
Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the Mayor, CAO-Clerk, and Interim Public Works Manager be appointed as the hiring committee for a new Public Works Manager;

And

THAT the hiring committee report back to council with a recommendation.

2. Building Services – Contract with Lambton County  
[09 b 02 BuildingServicesAgreementReport](#)

#2018-  
Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the council approve the building services agreement with Lambton County for a one year term; and

THAT the CAO-Clerk and Mayor be directed to sign the draft agreement on behalf of council.

c. Building

d. Finance

e. Facilities and Recreation

1. Outwith Market  
[09 e 01 OutwithMarket](#)

#2018-  
Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT Council agrees to permit the Outwith Farmers Market to be held at the Glencoe Train Station every Saturday from June 2<sup>nd</sup> until October 6<sup>th</sup>, from 8am until 1pm, under the following conditions:

Market organizers to be responsible for:

- Weekly clean-up directly after event
- For weeks when the market is held in the parking lot – responsible for roping-off parking lot each week to ensure vehicle access to VIA station
- Monthly rental fee of \$105.00 + HST payable to SWM to cover the cost of portable toilet that will be on site.
- Finding an alternate location for Saturday July 21<sup>st</sup> (Tartan Days)
- All other associate duties with running a market – attracting vendors, charging & collecting from vendors, advertising, etc.

SWM Responsible for:

- Facility & Recreation Manager to advise Market organizers each week as to whether the event can be held on the front lawn or in the parking lot – based on condition of lawn, weather conditions and train station rentals.
- Portable toilet rental.
- Promoting market on municipal website and Facebook page
- Displaying market posters at various municipal locations
- Free printing of one hundred 8.5" x 11" colour flyers for each full month that the market operates.
- Allow organizers to post a seasonally permanent sign at the front of the train station property near Main Street (exact size, design and location to be approved by Facility & Recreation Manager)
- Provide limited storage space in "jigger shack" behind the train station.
- Free access to hydro from exterior receptacles on train station property.

## 2. Andrew McGill Artwork Display

[09 e 02 CiB\\_McGillArtwork](#)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT Council supports the plans of the Southwest Middlesex Communities in Bloom (CiB) Committee to display the artwork banners showcasing Andrew McGill's photography at the Glencoe Arena and the Ekfrid Community Centre.

3. 2018 Rates & Fees – Facilities & Recreation Dept.

[09 e 03 FacRecRatesFees complete](#)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT Council receive and approve the proposed facilities & recreation fees;

And THAT council direct staff to include the facilities & recreation fees as presented as a schedule for a fees and charges by-law to be brought back to council.

f. Public Works

1. Drinking Water System Annual Reports:

2. Province of Ontario West Elgin Distribution System – January 1 to December 31, 2017

[09 f 01 01 1266 West Elgin DS Section 11 Annual Report 2017](#)

3. Province of Ontario Southwest Middlesex Distribution System – January 1 to December 31, 2017

[09 f 01 02 6637 SWM Section 11 Annual Report 2017](#)

4. OCWA 2017 Summary Report for the Southwest Middlesex Distribution System

[09 f 01 03 6637 Schedule 22 Southwest Middlesex DS Annual Summary Report 2017](#)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the 2017 Drinking Water System Annual Reports are received and it is acknowledged that all reports have been submitted to the MOECC as required.

5. OCWA Notification of Non-Compliance

[09 f 02 6640 UV bypass 2018-02-26](#)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the Notification of Non-Compliance from OCWA dated February 26, 2018 is received.

6. Sidewalk Installation 2017 – Deferred

[09 f 03 SidewalkInstallation2017Deferred](#)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT Council accept the offer of Ferrari Concrete for a reduction in the per unit cost of the sidewalks in Glencoe for the 2017 sidewalk installation program.

**10. REPORTS OF COMMITTEES**

1. Brooke-Alvinston By-law to Establish and Regulate a Fire Department

[10 01](#)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

THAT the Brooke-Alvinston by-law to establish and regulate a fire department is received.

**11. UNFINISHED BUSINESS**



## **12. INFORMATION CORRESPONDENCE**

### 1. 2018 Federal Budget Update

[12.01 Federal Budget](#)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

That the information correspondence item is 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 21, 2018 – Council – 7:00 p.m.
- March 28, 2018 – Council/Planning – 7:00 p.m.

## **15. CLOSED SESSION (Committee of the Whole)**

## **16. BY-LAWS**

### 1. By-law No. 2018/

[16.01 2018\\_AgreementLambtonCty](#)

Being a bylaw authorizing the Mayor and the CAO-Clerk to execute an agreement with the Corporation of the County of Lambton for the services of Chief Building Official.

### 2. By-law No. 2018/

[16.03 2018\\_ConfirmingMarch07MtgBylaw](#)

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (March 7, 2018)

#2018-

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

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

## **17. ADJOURNMENT**

The Mayor adjourned the meeting at \_\_\_\_\_ p.m.