



**MUNICIPALITY OF SOUTHWEST MIDDLESEX  
REGULAR COUNCIL MEETING**

WEDNESDAY, APRIL 25, 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 April 25, 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, Public Works Manager – Greg Storms, 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 April 25, 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**

7:00 p.m. – Consent Application B-1/2018 – 884 Longwoods Road

[04 7pm B01 2018 Bebenssee Estate Report](#)

**Planning - Committee of Adjustment**

#2018-

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

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

THAT the regular meeting of council is suspended to move into Committee of Adjustment at \_\_\_\_\_ p.m.

Regular council resumed at \_\_\_\_\_ p.m.

**5. MINUTES OF PREVIOUS MEETINGS**

1. Southwest Middlesex Special Council Meeting Minutes – April 3, 2018

[05 01 Apr03\\_2018\\_Minutes\\_DRAFT](#)

#2018-

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

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

THAT the minutes of the special meeting of Council dated April 3, 2018 be adopted as printed.

2. Southwest Middlesex Council Meeting Minutes – April 4, 2018

[05 02 Apr04\\_2018\\_Minutes\\_DRAFT](#)

#2018-

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

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

THAT the minutes of the meeting of Council dated April 4, 2018 be adopted as printed.

3. Southwest Middlesex Council Special Meeting Minutes – April 9, 2018

[05 03 Apr09\\_2018\\_Minutes\\_Special\\_DRAFT](#)

#2018-

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

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

THAT the minutes of the special meeting of Council dated April 9, 2018 be adopted as printed.

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

### **7. VOUCHERS**

Vouchers for March 29 to April 18, 2018 to be presented

07

#2018-

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

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

THAT accounts as presented by the Treasurer in the amount of \$458,162.74 be received.

### **8. ACTION CORRESPONDENCE**

1. 2018 Request for Letter for Private Applications for Mosquito Larviciding Permits

08.01

#2018-

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

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

THAT the Municipality of Southwest Middlesex supports local action by the Middlesex-London Health Unit to reduce the risk of West Nile Virus including, larviciding catch basins and other surface water locations within our jurisdiction. In addition, the Municipality of Southwest Middlesex supports any permit application for West Nile Virus control submitted to the Ministry of the Environment from an appropriately licensed exterminator contracted by a private property owner, to apply a larvicide into catch basins located on private property within the Municipality of Southwest Middlesex.

### **9. STAFF REPORTS**

- a. Fire

1. Southwest Middlesex Fire Department Incident Details

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

#2018-

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

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

THAT the Southwest Middlesex Fire Department Incident Details report is received.

b. Administration

1. Melbourne Mud Madness – 6395 Parkhouse Drive

[09 b 01 Melbourne Mud Madness Report](#)

#2018-

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

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

THAT Council provide direction to Municipal staff concerning one of the following courses of action in relation to the establishment of an accessory dwelling located at 6395 Parkhouse Drive.

1. Establish a licensing by-law that regulates special events (and possibly other terms) and require that the owners receive a permit under that by-law, in order to better establish the Melbourne Mud Madness event, to the satisfaction of the Municipality, prior to applying for a change in use/building permits.
2. Request that the owners provide a drawing to the satisfaction of the municipality prior to applying for a change in use/building permits that includes site details such as the layout of the property, emergency access, parking, temporary campground location, fire prevention, hours of operation, event dates, etc.
3. Confirm that sufficient information has been provided by the owners such that the owners apply for a change of use/building permits.

2. Southwest Middlesex 2017 Planning Summary Report

[09 b 02 SWM 2017 annual planning update](#)

#2018-

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

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

THAT the Southwest Middlesex 2017 Planning Summary Report is received.

3. Glencoe Comprehensive Library – Committee Update

Part 1 – Report

[09 b 03 Pt1 LibraryCommitteeUpdate](#)

Part 2 - Architectural Drawings

[09 b 03 Pt2 1195 Library April 18th 2018 Architectural Drawings](#)

#2018-

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

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

THAT Council approve the Glencoe Comprehensive Library Committee's recommendation for an oil and grit separator unit for the Glencoe Comprehensive Library project in the amount of \$29,689.00

c. Building

1. Building Report – March 2018

[09 c 01 2018\\_March\\_Building\\_Report](#)

#2018-

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

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

THAT the building report for March, 2018 is received.

d. Finance

1. 1<sup>st</sup> Quarter Variance Report

[09 d 01 1st Quarter Variance Report](#)

#2018-

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

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

THAT council receive the 1<sup>st</sup> Quarter Variance report.

e. Facilities and Recreation

1. "Honour their Sacrifice" Banner Program

[09 e 01 HonourTheirSacrificeBannerProgram](#)

#2018-

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

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

THAT Council supports the Royal Canadian Legion Branch 219 (Legion) proposed expansion of their "Honour their Sacrifice" banner program, whereby:

- SWM contribute 1/3 the cost of ten additional brackets
- SWM staff to finalize locations for these ten brackets with input from the Legion
- SWM is responsible for the installation of the additional brackets along with coordinating the hanging and removal of banners on these brackets
- SWM will have full control over what banners are sold and displayed on these brackets for the 10 to 11 months of the year that the Legion banners are not on display, along with any advertising revenue that is generated from this initiative.

2. Expanding the Banner Programs Beyond Glencoe

[09 e 02 ExpandingTheBannerProgramsBeyondGlencoe](#)

#2018-

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

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

THAT Council expands the banner program beyond Glencoe, to be utilized for the Royal Canadian Legion's "Honour their Sacrifice" banners along with SWM's "Main Street" banner program, whereby:

- Southwest Middlesex to purchase and coordinate the installation of ten banner brackets each in Appin, Melbourne and Wardsville
- Southwest Middlesex invites the Royal Canadian Legion Branch 219 (Legion) to run the "Honour their Sacrifice" banners in Appin, Melbourne and Wardsville, as they do in Glencoe
- Southwest Middlesex approaches Strathroy-Caradoc to partner with us for five brackets to hang on Longwoods Road on the Southwest Middlesex side of Melbourne and the other five on the Strathroy-Caradoc side of Melbourne with Strathroy-Caradoc agreeing to reimburse Southwest Middlesex for five of the brackets and leaving all other aspects of the brackets and the banner programs to Southwest Middlesex and the Glencoe Legion.
- Southwest Middlesex to finalize the location for each bracket/banner with input from Strathroy/Caradoc and the Glencoe Legion.

f. Public Works

1. Quotations for Street Sweeping and Catch Basin Cleaning

[09 f 01](#)

#2018-

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

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

THAT the Council of Southwest Middlesex receive this report for information purposes.



## **10. REPORTS OF COMMITTEES**

1. Southwest Middlesex Communities in Bloom Meeting Minutes – February 15, 2018

[10 01 2018 02 February 15 CiB Minutes](#)

#2018-

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

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

THAT the Southwest Middlesex Communities in Bloom Meeting Minutes dated February 15, 2018 are received.

2. Southwest Middlesex Communities in Bloom Meeting Minutes – March 8, 2018

[10 02 2018 03 March 8 CiB Minutes](#)

#2018-

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

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

THAT the Southwest Middlesex Communities in bloom Meeting Minutes dated March 8, 2018 are received.

## **11. UNFINISHED BUSINESS**

### **12. INFORMATION CORRESPONDENCE**

- 1.FCM's Municipal Guide to Cannabis Legalization Now Available – What you Need to do to Focus Action in Ontario

[12 01 AMO Companion Document to FCM Guide - April 2018](#)

- 2.Ministry of Municipal Affairs – Update on Inclusionary Zoning

[12 02 Zoning Director's Letter English](#)

- 3.Regulatory Decisions – Clean Water Act & Safe Drinking Water Act

[12 03 QA CWA SDWA Reg Decisions 201 Complete](#)

- 4.Three Presumptive Cancers for Firefighters Announced

[12 04 Firefighter AMO](#)

5. Ontario's Cycling Strategy Action Plan announcement

[12 05 Cycling Strategy](#)

6. Lincoln M. Alexander Award information

[12 06 2018 Lincoln Alexander Award](#)

7. Mark Cullen – Free Tree Offer

[12 07 Free Trees](#)

8. Township of Adelaide Metcalfe Notice of Passing of a Zoning Bylaw

[12 08 adelaide metcalfe](#)

9. Town of Amherstburg resolution "Offering School Property to Municipalities"

[12 09 Offering School Property to Municipalities](#)

10. Regional Municipality of Halton resolution "Seeking Support on the Court Application Involving the CN Truck-Rail Development in the Town of Milton"

[12 10 Halton Region CN TruckRail Development Town of Milton](#)

#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)**

- May 9, 2018 – Council – 1:30 p.m.
- May 23, 2018 – Council – 7:00 p.m.
- May 30, 2018 – Council/Planning – 7:00 p.m.

### **15. CLOSED SESSION**

No closed session anticipated.

### **16. BY-LAWS**

1. By-law No. 2018/

[16 01 2018\\_ConfirmingTemplateMtgBylaw](#)

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (April 25, 2018)

#2018-

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

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

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

**17. ADJOURNMENT**

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