



**MUNICIPALITY OF SOUTHWEST MIDDLESEX
REGULAR COUNCIL MEETING**

WEDNESDAY, JUNE 6, 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 June 6, 2018 at 1:30 p.m.

COUNCIL PRESENT:

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

REGRETS:

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 1:30 p.m.

2. APPROVAL OF AGENDA

#2018-

Moved by _____

Seconded by _____

THAT the Regular Agenda of Council dated June 6, 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

1:30 p.m. – Christene Scrimgeour – 2017 Financial Statement Presentation

[04 130pm Municipality of Southwest Middlesex 2017 Draft FS](#)

5. MINUTES OF PREVIOUS MEETINGS

1. Southwest Middlesex Council Meeting Minutes – May 23, 2018

[05 01 May23_2018_Minutes_DRAFT](#)

#2018-

Moved by _____

Seconded by _____

THAT the minutes of the meeting of Council dated May 23, 2018 be adopted as printed.

6. BUSINESS ARISING FROM THE MINUTES

7. VOUCHERS

Vouchers for May 17 to 30, 2018 to be presented

07

#2018-
Moved by _____

Seconded by _____

THAT accounts as presented by the Treasurer in the amount of \$227,575.09 be received.

8. ACTION CORRESPONDENCE

9. STAFF REPORTS

a. Fire

1. Establishment of a Fire Department Chaplaincy

[09 a 01 Chaplaincy Council Report](#)

#2018-
Moved by _____

Seconded by _____

THAT Council approve the establishment of a chaplaincy program by adding a Chaplain rank to the SWM Fire Department.

AND Council approve a yearly Chaplain stipend of \$200.00 to be distributed in December with the fire department payroll disbursement.

AND Council approve an initial, one-time clothing disbursement of \$200.00 to purchase a fire department, weatherproof jacket identified with the word "Chaplain".

AND Council approve the hiring of Reverend Michael Burns from the Kilmartin Presbyterian Church as SWM Fire Department Chaplain.

AND THAT Reverend Michael Burns and Heather Scott are approved to attend Critical Incident Stress Management Group Crisis Intervention & Assisting Individuals in Crisis.

2. Purchase of Compressed Air Filtration System

[09 a 02 Jordair Filter Council Report](#)

#2018-

Moved by _____

Seconded by _____

THAT the report "Purchase of Compressed Air Filtration System" is received.

b. Administration

1. Redline Amendment to Draft Plan of Subdivision (39T-90011) Tanya Drive Subdivision – Phase Two

[09 b 01 Red Line Revisions Report 2018_2](#)

#2018-

Moved by _____

Seconded by _____

THAT Council support the minor redline amendment request to the Draft Plan of Subdivision (39T-90011) for lands owned by Utopia Custom Homes Inc., that Council does not require a public meeting for the minor changes, and that Council support the revised Draft Plan Conditions.

2. Municipal Election Accessibility Plan

[09 b 02 2018_06_June06_Election Accessibility Plan](#)

#2018-
Moved by _____

Seconded by _____

THAT the Southwest Middlesex 2018 Election Accessibility Plan is received.

3. Health and Safety Action Plan Updates

[09 b 03 Health and Safety Action Plan Updates](#)

#2018-
Moved by _____

Seconded by _____

THAT the health and safety action plan report be received for information.

4. Fence By-law - Request for Exemption

[09 b 04 Request for Fence Bylaw Height Exemption](#)

#2018-
Moved by _____

Seconded by _____

THAT council consider an exemption to the 6 foot height restriction for the fence at 214 Victoria Street, Glencoe.

5. Sportsmen's Club Agreement Renewal Request

[09 b 05 Sportsmens Club Agreement Renewal](#)

#2018-
Moved by _____

Seconded by _____

THAT council pass a by-law authorizing the Mayor and CAO-Clerk to enter into an agreement with the New West Middlesex Sportsmen's Club for the rental of municipal lands at 3945 Trillium Drive for a period of five years.

c. Building

d. Finance

1. Asset Management Software

[09 d 01 Asset Management Software v2](#)

#2018-

Moved by _____

Seconded by _____

THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Systems and Program Development in Southwest Middlesex.

AND THAT the Municipality of Southwest Middlesex commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Asset Management Policy Development and Maturity Assessment Report
- Asset Management and Capital Planning Software Modules

Implementation and Training on Asset Management and Capital Planning Software Modules

AND THAT the Municipality of Southwest Middlesex commits \$13,625 from reserves toward the cost of this initiative.

2. Disposition of Property

[09 d 02 Disposition of Property](#)

#2018-

Moved by _____

Seconded by _____

THAT council declare surplus the unopened road allowance at Oliver Street in Middlemiss.

AND THAT council direct the Treasurer to sell roll# 39-06-004-001-14700, 39-06-004-001-08700, and the unopened road allowance at Oliver Street in Middlemiss.

e. Facilities and Recreation

1. Future Use – Current Glencoe Library

[09 e 01 Future Use Glencoe Library](#)

#2018-

Moved by _____

Seconded by _____

THAT council approves the Glencoe District Historical Society's request to move into the building at 178 McKellar Street Glencoe once vacated;

THAT council approves the contents of the Wardsville Museum being combined with those of the Glencoe District Historical Society;

AND THAT council declare surplus and approve the sale of 247 Main Street in Glencoe;

AND THAT council declare surplus and approve the sale of 1787 Longwoods Road in Wardsville.

f. Public Works

1. Switzer, Request for Engineer – Section 78

[09 f 01 PW_Report to Council Switzer Section 78 Request](#)

#2018-

Moved by _____

Seconded by _____

Option 1

THAT the Drainage Superintendent be instructed to contact the petitioner of the Switzer Section 78 request to determine if the petitioner is willing to enter into an agreement with the Municipality whereby the petitioner would pay all costs incurred for the procurement of a preliminary report for the attached request IF the report did not proceed to final report.

THAT the Drainage Superintendent be instructed to report back to council on the above matter once discussions are complete.

Option 2

THAT council deny the request for the appointment of an engineer under Section 78 of the Drainage Act.

10. REPORTS OF COMMITTEES

11. UNFINISHED BUSINESS

12. INFORMATION CORRESPONDENCE

1. Thames-Sydenham and Region First Annual Progress Report Released

[12 01 Source Protection Annual Progress Report Media Release](#)

2. SWIFT News:

1. SWIFT Partners with CIRA to Measure Internet Performance

[12 02 01 SwiftPartners with CIRA](#)

2. Making #BroadbandForEveryone an Election Priority

[12 02 02 SWIFT election](#)

3. Resolution from Quinte West concerning Cannabis Legislation

[12 03 Quinte West Cannabis Resolution](#)

#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)

- June 20, 2018 – Council – 7:00 p.m.
- June 27, 2018 – Council/Planning – 7:00 p.m.

15. CLOSED SESSION (Committee of the Whole)

#2018-
Moved by _____

Seconded by _____

THAT Council go into closed session, at _____ p.m., as per subsection 239(2) of the Municipal Act, 2001, to consider the following:

- a. Personal matters about an identifiable individual, including municipal or local board employees;

Specifically the matter relates to the following:

Personnel

#2018-
Moved by _____

Seconded by _____

THAT Council return to open session at _____ p.m.

Rise and Report

Confirmation of action from Closed Session

THAT a closed session meeting was held and only closed session items identified were discussed in closed session; and THAT

- a. There is nothing further to report
- b. Outline direction provided

16. BY-LAWS

1. By-law No. 2018/

[16 01 2018 SportsmensClubLeaseRenewal](#)

Being a by-law to authorize the Mayor and the CAO-Clerk to enter into a lease agreement with the New West Middlesex Sportsmen’s Club at 3945 Trillium Drive

2. By-law No. 2018/

[16 02 2018 ConfirmingTemplateMtgBylaw](#)

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (June 6, 2018)

#2018-

Moved by _____

Seconded by _____

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

17. ADJOURNMENT

The Mayor adjourned the meeting at _____ p.m.