

WEDNESDAY, APRIL 3, 2019 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 April 3, 2019 at 1:30 p.m.

#### **COUNCIL PRESENT:**

Mayor Allan Mayhew (Chair presiding), Deputy Mayor Marigay Wilkins, Councillors Doug Bartlett, Ian Carruthers, Christa Cowell, Mark McGill, Mike Sholdice and Martin Vink

#### **REGRETS:**

#### **STAFF PRESENT:**

CAO/Clerk - Jill Bellchamber-Glazier, Facilities & Recreation Manager – Steve MacDonald, Fire Chief – Bob Hansen, Public Works Manager – Greg Storms, Treasurer – Kristen McGill

#### **ALSO PRESENT:**

Middlesex County Warden Kurtis Smith, Middlesex County CAO Bill Rayburn, Middlesex County Accessibility Coordinator Sam McFarlane, Doug Reycraft, members of the public and press

#### **1. CALL TO ORDER**

Mayor Mayhew calls the meeting to order at \_\_\_\_\_ p.m.

#### **2. APPROVAL OF AGENDA**

#2019-

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

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

THAT the Regular Agenda of Council dated April 3, 2019 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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#### Conflict of Interest Reporting Form

- **Councillor** [03.00 C CONFLICT OF INTEREST REPORTING FORM 2018 Councillor](#)
- **Deputy Mayor** [03.00 DM CONFLICT OF INTEREST REPORTING FORM 2018 Deputy Mayor](#)
- **Mayor** [03.00 M CONFLICT OF INTEREST REPORTING FORM 2018 Mayor](#)

### 4. DEPUTATIONS AND PETITIONS

- Warden Kurtis Smith and CAO Bill Rayburn – Middlesex County Update  
[04 CAO Warden Local Council Update 2019\\_reduced](#)
- Sam McFarlane, Accessibility Coordinator – Middlesex County  
[04 Accessibility Coordinator Presentation](#)
- Doug Reycraft – Communities in Bloom

### 5. MINUTES OF PREVIOUS MEETINGS

1. Southwest Middlesex Council Meeting Minutes – March 27, 2019  
[05 01 2019 March27 Minutes](#)

#2019-

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

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

THAT the minutes of the meeting of Council dated March 27, 2019 be adopted as printed.

### 6. BUSINESS ARISING FROM THE MINUTES

### 7. VOUCHERS

Vouchers for March 14 to 28, 2019 to be presented

[07](#)

#2019-

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

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

THAT accounts as presented by the Treasurer in the amount of \$262,218.01 be received.

## **8. ACTION CORRESPONDENCE**

None

## **9. STAFF REPORTS**

a. Fire

None

b. Administration

1. Limerick Landfill

[09 b 01 Limerick Landfill Report](#)

#2019-

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

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

THAT Council receive the 2019 Limerick Landfill report.

2. Chief Building Official – Building Services

[09 b 02 CBO Report](#)

#2019-

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

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

### Option 1

THAT Council direct staff to post a position for a part-time Chief Building Official; and

THAT the Mayor and CAO-Clerk be directed to extend the current building services agreement with Lambton County for an additional 3 months.

### Option 2

THAT Council direct staff to post a position for a full-time Chief Building Official/By-law Enforcement Officer; and

THAT the Mayor and CAO-Clerk be directed to extend the current building services agreement with Lambton County for an additional 3 months; and

THAT the CAO-Clerk be directed to notify MEU.

### Option 3

THAT Council direct staff to re-negotiate a contract with Lambton County for increased building services and present a draft agreement to Council for consideration.

3. Sensitivity Training

[09 b 03 Sensitivity Training](#)

#2019-

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

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

THAT Council receive the sensitivity training report for information.

OR

THAT Council direct staff to engage a consultant for sensitivity training

c. Building

None

d. Finance

1. March 2019 Variance Report

[09 d 01 March 2019 Variance Report](#)

#2019-

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

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

THAT Council receive the March 2019 variance report.

2. Tax Adjustment #3

[09 d 02 Tax Adjustment 3](#)

#2019-

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

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

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-000-050-14100-0000 by \$2,059.00 in accordance with MPAC's recommendation.

3. Tax Adjustment #4

[09 d 03 Tax Adjustment 4](#)

#2019-

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

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

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-008-010-47008-0000 by \$175.00 in accordance with MPAC's recommendation.

4. Dog Tagging

[09 d 04 Dog Tagging](#)

#2019-

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

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

THAT council direct the Treasurer to contract Glencoe Animal Shelter to provide dog tagging services in 2019.

5. 2019 Utility Budget

[09 d 05 Utility Budget 2019 Report](#)

#2019-

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

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

THAT Council approve the 2019 Utility Budget.

e. Facilities and Recreation

1. Glencoe Agricultural Society Agreement

[09 e 01 Glencoe Agricultural Society Agreement](#)

#2019-

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

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

THAT Council approves that the attached "Agreement" be entered into between the Municipality of Southwest Middlesex (SWM) and the Glencoe Agricultural Society (Ag Society), including an adjustment to the annual grant provided by SWM to the Ag. Society from \$8,000.00 per year to \$16,000.00 per year.

OR

THAT Council approves that the attached "Agreement (Option #2)" be entered into between SWM and the Glencoe Agricultural Society (Ag Society), including an adjustment to the annual grant provided by SWM to the Ag. Society from \$8,000.00 per year to "\$16,000.00 per year, indexed annually for the cost of inflation."

2. Staffing Recommendations – Aquatics

#2019-

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:

- Tyson Haggith – Supervisor (6<sup>th</sup> year at SWM Pool)
- Emilee Power – Assistant Supervisor (4<sup>th</sup> year at SWM Pool)
- Sam Cormier – Assistant Supervisor (3<sup>rd</sup> year)
- Serenity Brown – Full Time Guard/Instructor (2<sup>nd</sup> year)
- Alyssa Garrison – Full Time Guard/Instructor (2<sup>nd</sup> year)
- Elyssa Caron – Full Time Guard/Instructor (2<sup>nd</sup> year)
- Jillian Bartlett - Full Time Guard/Instructor (1<sup>st</sup> year)
- Hunter Brown - Part Time Guard/Instructor (1<sup>st</sup> year)
- Madelyn Schalk - Part Time Guard/Instructor (1<sup>st</sup> year)
- Kyle Lalich – On Call Guard/Instructor (5<sup>th</sup> year)

3. Canada Day Committee – Free Swims

[09 e 03 CDC Two Free Swims](#)

#2019-

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

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

THAT Council approves agrees to have the evening public swim scheduled for Canada Day to be a free swim as well (in addition to the afternoon free swim which was approved earlier this year).

4. Faith Pentecostal Assembly Request – Tartan Days

[09 e 04 FPA Tartan Days](#)

#2019-

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

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

THAT Council approves free use of the Glencoe Arena as a back-up location for the Faith Pentecostal Assembly to host their “Family Fun Zone” on Saturday July 20, 2019 (Tartan Days weekend) in the event of an unfavorable weather forecast.

5. Celebrate Community Committee Request – Halloween

[09 e 05 CCC Halloween](#)

#2019-

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

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

THAT Council allows the Celebrate Community Committee to have free use of the train station from Friday October 25 to Thursday October 31, 2019, in order to host a Halloween event for the community.

6. Commonwealth Dog Park of SWM – New Location Options

[09 e 06 Dog Park New Locations](#)

#2019-

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

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

THAT Council directs staff to hold a public meeting for further discussion and input before finalizing the new site.

f. Public Works

1. Miller Drain – Procurement Procedure

[09 f 01 Miller Drain Procurement](#)

#2019-

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

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

THAT the requirements of the competitive process for the Miller Drain tender be waived under the authority of the Council of the Municipality of Southwest Middlesex for the following reasons:

- The work is a continuation of the 2016 Miller Drain enclosure which has just recently been completed.
- The contractor who completed the 2016 Miller Drain enclosure is a qualified contractor.
- Utilizing the Negotiated Method of procuring services for this project will provide efficiency and cost savings.

That the competitive process will be replaced by the Negotiated Method with the contractor who completed the 2016 Miller Drain.

That staff be authorized to confer with the contractor who completed the 2016 Miller Drain enclosure and enter into a contract for construction of the Miller Drain as per the March 4,

2019 Spriet Engineering report providing the contractor's quoted price for the project is equal to or less than the engineer's estimated cost as stated in the report.

2. Purchase of AMI Pavement Edger  
[09 f 02 Pavement Edger](#)

#2019-  
Moved by \_\_\_\_\_

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

That Council approves the quote as provided by Viking Cives for the purchase of a AMI Pavement Edger in the amount of \$8,250 excluding taxes.

AND that council waives the public purchasing process as Viking Cives is the sole supplier of the AMI Pavement Edger.

**10. REPORTS OF COMMITTEES**

None

**11. UNFINISHED BUSINESS**

None

**12. INFORMATION CORRESPONDENCE**

1. Thames Valley District School Board – Notice of Facility Collaboration and Co-Build Opportunities

[12 01 TVDSB Letter](#)

2. Lake of Bays resolution – “Investing in Canada Infrastructure Program”

[12 02 Letter to Mike Myatt Town of Saugeen Shores](#)

#2019-  
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)**

- April 5, 2019 – Economic Development Meeting – 1:30 p.m.
- April 17, 2019 – Council – 7:00 p.m.
- April 24, 2019 – Planning/Council – 7:00 p.m.
- May 1-3, 2019 – OSUM
- May 6, 2019 – Strategic Planning – 7:00 p.m.



- May 8, 2019 – Council – 1:30 p.m.

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

Closed session not anticipated.

## **16. BY-LAWS**

1. By-law No. 2019/

16 01 Glencoe Agricultural Society Agrmt

Being a by-law authorizing the Mayor and the CAO-Clerk to execute an agreement with the Glencoe Agricultural Society

2. By-law No. 2019/

16 02 Confirming Bylaw

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (April 3, 2019)

#2019-

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

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

That By-law No. 2019/ to By-law No. 2019/ be given first, second, third and final readings.

## **17. ADJOURNMENT**

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