

WEDNESDAY, SEPTEMBER 18, 2019 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 September 18, 2019 at 7:00 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:

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 September 18, 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

- **Drainage – Court of Revision – Branch A and B of the Sparling Municipal Drain**

#2019-

Moved by _____

Seconded by _____

THAT _____, _____ and _____ are appointed as members of the Court of Revision for Branch A and B of the Sparling Municipal Drain; and

THAT _____ is appointed as Chairperson of the Court of Revision for Branch A and B of the Sparling Municipal Drain.

#2019-

Moved by _____

Seconded by _____

THAT the regular meeting of council is suspended to move into Court of Revision for Branch A and B of the Sparling Municipal Drain at _____ p.m.

Branch A and B of the Sparling Municipal Drain

[04 01 Sparling Drain](#)

The Clerk noted that ___ appeals have been on Branch A and B of the Sparling Municipal Drain received by the Municipality.

#2019-

Moved by _____

Seconded by _____

THAT the Assessments as levied by Spriet Associates dated July 24, 2019 and adopted by Provisional By-law 2019/083 to pay for drainage works known as Branch A and B of the Sparling Municipal Drain be confirmed.

Regular council resumed at _____ p.m.

- Meeting to Consider Engineer's Report – Government 5 & 6 Municipal Drain
 - Notice of Public Meeting
[04.02 a Govt 5 6](#)
 - Engineer's Report
[04.02 b Govt 5 6](#)

Council shall consider the report prepared by Spriet Associates dated August 26, 2019 and shall give an opportunity to any person who has signed the petition to withdraw from it by putting a withdrawal in writing, signing it and filing it with the clerk and shall also give those present owning lands within the area requiring drainage who have not signed the petition an opportunity to do so.

- Engineer/Staff will give an overview of the work required
- Questions from affected property owners
- Request from those present to add or remove their name(s) from the petition
- Comments or questions from Members of Council
- Decision (if approved, first and second reading of the by-law is required)

#2019-

Moved by _____

Seconded by _____

THAT Council accepts the Engineer's Report in reference to the Government 5 & 6 Municipal Drain and refers the by-law to the By-laws section of this meeting agenda for 1st and 2nd reading only.

- Fire Marque presentation – Chris Carrier
[04.03 Southwest Middlesex 2019](#)

5. MINUTES OF PREVIOUS MEETINGS

1. Southwest Middlesex Council Meeting Minutes – September 4, 2019
[05.01 Sept 04 2019 Meeting Minutes2nd](#)

#2019-

Moved by _____

Seconded by _____

THAT the minutes of the meeting of Council dated September 4, 2019 be adopted as printed.

6. BUSINESS ARISING FROM THE MINUTES

7. VOUCHERS

Vouchers for August 29 to September 11, 2019 to be presented

[07](#)

#2019-

Moved by _____

Seconded by _____

THAT accounts as presented by the Treasurer in the amount of \$279,455.46 be received.

8. ACTION CORRESPONDENCE

9. STAFF REPORTS

a. Fire

1. Fire Department Staffing Update

[09 a 01 Council report_FD Staffing_10_18_19](#)

#2019-

Moved by _____

Seconded by _____

THAT Council accept this report on recent Fire Department Staffing changes for information.

2. Bunker Gear Purchase

[09 a 02 PPE Purchase](#)

#2019-

Moved by _____

Seconded by _____

THAT Council accept this report and approve the purchase of 10 sets of Lakeland, LA-SKX Stealth Bunker Gear from M&L.

3. E and R By-law Amendments

[09 a 03 EandR BylawAmendments](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approve the amendments to the E&R By-Law.

4. Fire Prevention Policy and By-law

[09 a 04 Fire Prevention Report](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approve the Fire Prevention Policy and adopt the Fire Prevention Policy by-law.

b. Administration

1. 208 Walker Street – Phase Two Environmental Site Assessment History

[09 b 01 208 Walker St ESA History](#)

#2019-

Moved by _____

Seconded by _____

THAT the 208 Walker Street – Phase Two Environmental Site Assessment History be received for information.

c. Building

1. Building Report – August 2019

[09 c 01 2019 August Building Report](#)

#2019-

Moved by _____

Seconded by _____

THAT the building report for August 2019 is received.

d. Finance

1. Adjustment of Property Tax

[09 d 01 Adjustment of Property Taxes](#)

#2019-

Moved by _____

Seconded by _____

THAT council direct the Treasurer to write-off the property taxes for 2019, 2021, 2022, and 2023 on the following community centres within the Municipality of Southwest Middlesex:

- 39-06-000-030-05301 (21365 Tait's Road)
- 39-06-001-070-00800 (22732 Argyll Drive)

2. August 2019 Variance Report
[09 d 02 August 2019 Variance Report](#)

#2019-

Moved by _____

Seconded by _____

THAT council receive the August 2019 variance report.

3. Proposed Budget Meeting Dates
[09 d 03 Proposed Budget Mtg Dates](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approve the schedule for 2020 Capital and Operating Budget Review to include:

- October 23, 2019;
- November 6, 20, and 27, 2019;
- December 4, 11, and 18, 2019;

AND THAT Council approve the release of a budget survey.

e. Facilities and Recreation

1. Relocation of Commonwealth Dog Park
[09 e 01 Commonwealth Dog Park Relocation](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approves relocating Commonwealth Dog Park to a portion of the property at the corner of Industrial Road and Tower Ave;

AND

THAT Council considers approves opening a second Commonwealth Dog Park in a portion of Little Kin Park in Wardsville during the 2020 budget planning.

2. Arboreta
[09 e 02 Arboreta](#)

#2019-

Moved by _____

Seconded by _____

THAT Council approves the attached site plan for the arboreta located at McArthur Park and Strathburn Park;

AND

THAT Council approves single-sourcing of contractors to complete this project before the deadline (supply and plant the selected trees, removal of identified trees, installation of paths, signage, water supply needs, etc.); with staff responsible to ensure the total cost does not surpass the funds made available for this project.

f. Public Works

1. River Road

[09 f 01 River Road 2019](#)

#2019-

Moved by _____

Seconded by _____

THAT council approves the quote as provided by EXP Service in the amount of \$14,290 to produce a Geotechnical Report

OR

THAT council proceed on the permanent closing of River Road (Pratt Siding to Big Bend)

AND that a public open house be held advising road users of the proposal;

AND that a report be presented back to council on the information gathered at the Public Open House.

10. REPORTS OF COMMITTEES

1. Lower Thames Valley Conservation Authority June 27, 2019 Meeting Minutes

[10 01 LTVCA Meeting Minutes](#)

#2019-

Moved by _____

Seconded by _____

THAT the Lower Thames Valley Conservation Authority meeting minutes dated June 27, 2019 are received.

2. Economic Development Committee – May 31, 2019

[10 02 Ec Dev Minutes May 31 2019](#)

#2019-

Moved by _____

Seconded by _____

THAT the Southwest Middlesex Economic Development Committee meeting minutes dated May 31, 2019 are received.

11. UNFINISHED BUSINESS

12. INFORMATION CORRESPONDENCE

1. Second Annual Memorial Tree Dedication Service – Big Bend Conservation Area
[12 01 memorial Dedication Service](#)
2. Canadian Union of Postal Workers letter concerning the future of Canada Post
[12 02](#)
3. Ombudsman Ontario Newsletter
[12 03 OmbudsmanNewsletter](#)
4. Resolution Township of McKellar – Municipal Amalgamation
[12 04 Hon Doug Ford August 28 2019](#)
5. Resolution City of Kitchener – single use disposable wipes
[12 05 Kitchener Resolution 1](#)
6. Resolution City of Kitchener – producer requirements for packaging
[12 06 Kitchener Resolution 2](#)
7. Resolution Township of Larder Lake – electronic delegation with provincial ministers
[12 07 LarderLakeResolution electronic delegation](#)

#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)

- October 2, 2019 – Council – 1:30 p.m.
- October 2, 2019 – Public Meeting – 4:30 p.m.
- October 16, 2019 – Council – 7:00 p.m.
- October 23, 2019 – Planning/Council – 7:00 p.m.

15. CLOSED SESSION (Committee of the Whole)

#2019-

Moved by _____

Seconded by _____

THAT Council go into closed session, at _____ p.m., as per subsection 239(2) of the Municipal Act, 2011, to consider the following:

- a. Labour relations or employee negotiations;

b. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

Specifically, the matters relate to the following:

- Union Negotiations
- Legal Opinion – Switzer and McLean-Switzer Municipal Drain

#2019-

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. 2019/ 1st and 2nd readings only

[16 01 Government 5 & 6 Drain 2019](#)

Being a by-law to provide for drainage works in the Municipality of Southwest Middlesex, in the County of Middlesex, being the Government 5 and 6 Municipal Drain

2. By-law No. 2019/

[16 02 Fire Protection Policy Bylaw](#)

Being a by-law to adopt a Fire Prevention Policy

3. By-law No. 2019/

[16 03 FirearmsBylawRevisedSchedules](#)

Being a by-law to prohibit or regulate the discharge of Firearms/Weapons in the Municipality of Southwest Middlesex

4. By-law No. 2019/

[16 04 Confirming Bylaw Sept18 2019](#)

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (September 18, 2019)

#2019-

Moved by _____

Seconded by _____

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

#2019-

Moved by _____

Seconded by _____

THAT By-law No. 2019/ to By-law No. 2019/ be given third and final readings.

17. ADJOURNMENT

The Mayor adjourned the meeting at ____ p.m.