

WEDNESDAY, OCTOBER 23, 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 October 23, 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, Planner – Stephanie Poirier, 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 October 23, 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

- **Zoning Amendment Public Meeting:**

1. Zoning Amendment

- Notice [04 a CharltonNotice2](#)
- Proposed Site Plan [04 b Jireh Hills Family Homestead Site Plan](#)

Chair Mayhew calls the Public Meeting for P-6/2019 John Mark and Cheryl Charlton to order at \_\_\_\_p.m.

Announcement of Chair:

The purpose of this meeting is to give the public an opportunity to hear all interested persons with respect to a **Zoning Amendment Application by John Mark and Cheryl Charlton** and for Southwest Middlesex council to consider the proposal.

The purpose and effect of this Zoning By-law Amendment is to re-zone a portion of the subject lands from the General Agricultural (A1) Zone to a Site Specific General Agricultural (A1-11) Zone to permit the following uses accessory to the existing farm: 5 fully-serviced nature lodges, 3 farm suites, and season group events. The owners are proposing to establish an agri-tourism business as a secondary farm occupation on the subject lands.

The Order of Procedure for this meeting will be:

- a) The Planner will present the staff report and recommendation and will provide any comments received from circulated agencies and the public.
- b) The applicant will be allowed the opportunity to speak to the application.

- c) The public will be asked for their comments and questions noting if they are for or against the application being considered; please ensure that you state your name and address.
- d) Council may then ask questions of the applicant and/or staff.
- e) The public is advised that comments expressed and written material presented are a matter of public record for full disclosure.

Chair Mayhew declares the Public Meeting for P6/2019 (John Mark and Cheryl Charlton) closed.

The Chair will now consider motions regarding the application.

### **Zoning By-law Amendment Application P6 2019**

[04 c Charlton Zoning Amdmt Report complete](#)

#2019-

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

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

**THAT** the report for Application for Zoning By-law Amendment P6-2019, which proposes to rezone a portion of the subject lands; legally described as Part of Lot 3, Concession 10, (geographic Township of Mosa) and designated as Part 2 on Reference Plan 34R1161; from General Agricultural (A1) Zone to a Site-Specific General Agricultural (A1-11-H-2) - Holding Zone, in order to facilitate an agri-tourism business with the following uses: 5 nature lodges, 3 farm suites, seasonal group events, and all other uses permitted within the General Agricultural (A1) Zone, as well as establish a 1 m setback for all buildings and structures from the defined agri-tourism area, and establish a maximum floor area of the secondary farm occupation of 360 m<sup>2</sup> be **GRANTED** with the understanding that the nature lodges and farm suites shall not contain both individual washroom and kitchen facilities.

**AND THAT** no further notice be required pursuant to Section 34(17) of the *Planning Act*.

### **5. MINUTES OF PREVIOUS MEETINGS**

1. Southwest Middlesex Council Meeting Minutes – October 16, 2019

[05 01 Oct 16 Meeting Minutes](#)

#2019-

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

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

THAT the minutes of the meeting of Council dated October 16, 2019 be adopted as printed.

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

None

**7. VOUCHERS**

Vouchers not anticipated for this meeting.

**8. ACTION CORRESPONDENCE**

None

**9. STAFF REPORTS**

a. Fire

None

b. Administration

1. Cannabis Information Report

[09 b 01 CannabisReport](#)

#2019-

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

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

THAT the Cannabis Information report is received.

2. Draft Procedural By-law

[09 b 02 Procedure Bylaw report](#)

#2019-

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

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

THAT Council adopt the draft procedure by-law; and

THAT staff be directed to prepare a meeting schedule for 2020 based on the draft procedure by-law; and further

THAT staff be directed to update the council remuneration by-law; and further

THAT staff be directed to prepare a draft policy related to the electronic recording of council meetings.

c. Building

1. September, 2019 Building Report

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

#2019-

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

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

THAT the September, 2019 building report is received.

d. Finance

1. September 2019 Variance Report

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

#2019-

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

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

**THAT** council receive the September 2019 variance report.

e. Facilities and Recreation

1. Fees and Services Discounts/Council Grant Policy

[09 e 01 Fees Services Discounts](#)

#2019-

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

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

THAT Council approved the attached Council Grants Policy and authorize usage of the Council Grants Application form and the Reduction in Fees Application form for the 2020 budget year.

AND THAT Council approve the incorporation of a ‘discounts’ amendment for the Fees and Services by-law 2018/055.

2. Flower Basket Program Review

[09 e 02 Flower Baskets](#)

#2019-

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

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

THAT Council approves:

1 – Continuing with 120 flower baskets for 2020, but with 10 of the baskets in Glencoe being changed from hanging baskets to planters in the downtown core.

2 – Sponsorship to remain at \$65 per basket.

3 – Staff continuing to single-source these baskets from Thuss Greenhouses as done for the 2019 season.

f. Public Works

None

## **10. REPORTS OF COMMITTEES**

None

## **11. UNFINISHED BUSINESS**

None

## **12. INFORMATION CORRESPONDENCE**

### **1. Creating Accessible Remembrance Day and Memorial Ceremonies**

[12 01 Creating Accessible Remembrance Day and Memorial Ceremonies](#)

#2019-

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)**

- November 6, 2019 – Council – 1:30 p.m.
- November 20, 2019 – Budget – 4:00 p.m.
- November 20, 2019 – Council – 7:00 p.m.
- November 27, 2019 – Budget – 4:00 p.m.
- November 27, 2019 – Planning/Council – 7:00 p.m.

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

Closed session not anticipated.

## **16. BY-LAWS**

### **1. By-law No. 2019/083 - third reading only**

[16 01 Sparling Drain Br A and B](#)

Being a by-law to provide for drainage works in the Municipality of Southwest Middlesex, in the County of Middlesex, being the Branch A and B of the Sparling Municipal Drain.

### **2. By-law No. 2019/**

[16 02 Charlton Draft BL](#)

Being a by-law to re-zone a portion of the subject lands from the General Agricultural (A1) Zone to a Site Specific General Agricultural (A1-11) Zone to permit the following uses accessory to the existing farm: 5 fully-serviced nature lodges, 3 farm suites, and season group events (3355 Lobelia Drive)

3. By-law No. 2019/

[16 03 Procedural Bylaw](#)

Being a by-law to provide rules of procedure for the meetings of Council and its committees for the Municipality of Southwest Middlesex.

4. By-law no. 2019/

[16 04 ConfirmingOct23Mtg](#)

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (October 23, 2019)

#2019-

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

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

THAT By-law No. 2019/083 be given third and final reading;

AND 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.