

WEDNESDAY, APRIL 22, 2020 7:00 PM
Meeting Via Electronic Participation

AGENDA

COUNCIL AGENDA

- Meeting can be viewed live at:

<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88l4A>

SOUTHWEST MIDDLESEX COUNCIL AGENDA

The Municipal Council of the Municipality of Southwest Middlesex will meet April 22, 2020 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

1. CALL TO ORDER

Mayor Mayhew calls the meeting to order at ____ p.m.

Today's meeting is being held as a virtual meeting due to the declared emergency. In order to keep everyone safe, we are taking this measure to help stop the spread of COVID-19.

Although this is a virtual meeting, we will attempt to record, stream live and publish in accordance with council's Electronic Recording of Meetings Policy.

Due to the pandemic and the requirement for social distancing, to keep you safe, we are not able to allow public to attend this meeting. Normally by attending an open public meeting of the Municipality of Southwest Middlesex you are consenting to your image, voice and/or comments being recorded and published.

Anyone who is invited to speak may be recorded and their voice, image and/or comments will form part of the live stream and recording.

The chair and/or the clerk have the discretion and authority at any time to direct the termination or interruption of live streaming. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

Attendees are advised that they may be subject to legal action if their actions result in inappropriate and/or unacceptable behaviour and/or comments.

Today's meeting may be streamed live as well as recorded and published on the Southwest Middlesex website.

Thank you.

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

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](#)

3. ADDITIONS TO THE AGENDA

#2020-

Moved by _____

Seconded by _____

THAT the Regular Agenda of Council dated April 22, 2020 be accepted as presented.

Recorded Vote

Mayor Mayhew –

Councillor Mark McGill –

Councillor Ian Carruthers –

Councillor Christa Cowell –

Councillor Martin Vink –

Councillor Doug Bartlett –

Councillor Mike Sholdice –

Deputy Mayor Marigay Wilkins –

4. DELEGATIONS AND PRESENTATIONS

None

5. CONSENT AGENDA

5.1 Vouchers in the amount of \$291,586.92 –March 27 to April 9, 2020

[05 01 Vouchers](#)

5.2 SWM Council Minutes – April 8, 2020

[05 02 Minutes April 8 2020](#)

5.3 Operation of Seasonal Trailer Parks and Recreational Campgrounds – Amended Essential Business Order as of April 3, 2020

[05 03 COVID camping Ministry letter](#)

5.4 Steve Clark, Minister of Municipal Affairs – Letter to Heads of Council:

1. Emergency Management and Civil Protection Act (EMCPA) - Labour Relations

[05 04 01 SClark Ministers Letter to Head of Council Labour Deployment EN](#)

2. Emergency Management and Civil Protection Act (EMCPA) Land Use Planning Matters

[05 04 02 SClark Ministers Letter to Head of Council Planning EN](#)

5.5 Conservation Update – April 2020

[05 05 SCRCA Conservation Update April 2020](#)

5.6 Sale of Surplus Property

[05 06 Sale of Surplus Lands South Street](#)

5.7 Facilities & Recreation Department COVID-19 Impacts

[05 07 FacRec Dept COVID19 Impacts](#)

5.8 Emergency Management – verbal update

#2020-

Moved by _____

Seconded by _____

THAT the council for the Municipality of Southwest Middlesex receives Consent Agenda Items 5.1 through 5.8 as information, and approve the April 8, 2020 meeting minutes.

Recorded Vote

Mayor Mayhew –

Councillor Mark McGill –

Councillor Ian Carruthers –

Councillor Christa Cowell –

Councillor Martin Vink –

Councillor Doug Bartlett –

Councillor Mike Sholdice –

Deputy Mayor Marigay Wilkins –

6. STAFF REPORTS

a. Fire

None

b. Administration

1. Removal of Holding Symbol H-2 - Plan 42, Lots 5 & 6, Part Lot 4, East King Street, South Church Street - Owners: Alexander & Jordan Van Heck

[06 b 01 VanHeck HoldingZoneRemoval](#)

#2020-

Moved by _____

Seconded by _____

THAT the amending by-law to remove the Holding Symbol H-2 as it applies to the lands known legally as Plan 42, Lots 5 & 6, Part Lot 4, East King Street, South Church Street, Wardsville, be **GRANTED** by Council.

Recorded Vote

Mayor Mayhew –

Councillor Mark McGill –

Councillor Ian Carruthers –

Councillor Christa Cowell –

Councillor Martin Vink –

Councillor Doug Bartlett –

Councillor Mike Sholdice –

Deputy Mayor Marigay Wilkins –

c. Building

None

d. Finance

1. Adjustment of Property Taxes

1.1 39 06 001 020 13000 0000

[06 d 01 01 Property Tax Adjustment 2 13000](#)

#2020-

Moved by _____

Seconded by _____

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-001-020-13000-0000 by \$2,020.79 in accordance with MPAC's recommendation.

Recorded Vote

Mayor Mayhew –

Councillor Mark McGill –

Councillor Ian Carruthers –

Councillor Christa Cowell –

Councillor Martin Vink –

Councillor Doug Bartlett –

Councillor Mike Sholdice –
Deputy Mayor Marigay Wilkins –

1.2 39 06 000 050 10700 0000

[06 d 01 02 Property Tax Adjustment 5 10700](#)

#2020-

Moved by _____

Seconded by _____

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-000-050-10700-0000 by \$955 in accordance with MPAC's recommendation.

Recorded Vote

Mayor Mayhew –
Councillor Mark McGill –
Councillor Ian Carruthers –
Councillor Christa Cowell –
Councillor Martin Vink –
Councillor Doug Bartlett –
Councillor Mike Sholdice –
Deputy Mayor Marigay Wilkins –

1.3 39 06 000 050 10800 0000

[06 d 01 03 Property Tax Adjustment 000 050 10800](#)

#2020-

Moved by _____

Seconded by _____

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-000-050-10800-0000 by \$95 in accordance with MPAC's recommendation.

Recorded Vote

Mayor Mayhew –
Councillor Mark McGill –
Councillor Ian Carruthers –
Councillor Christa Cowell –
Councillor Martin Vink –
Councillor Doug Bartlett –
Councillor Mike Sholdice –
Deputy Mayor Marigay Wilkins –

e. Facilities and Recreation
None

f. Public Works

1. Haggerty Drains No. 1 and No. 2 Tenders

#2020-

Moved by _____

Seconded by _____

THAT That the tender be awarded to Timmerman's Drainage & Excavating (subject to no appeals to the Agriculture, Food and Rural Affairs Tribunal being received).

Recorded Vote

Mayor Mayhew –

Councillor Mark McGill –

Councillor Ian Carruthers –

Councillor Christa Cowell –

Councillor Martin Vink –

Councillor Doug Bartlett –

Councillor Mike Sholdice –

Deputy Mayor Marigay Wilkins –

2. Kavelaar Drain – Section 78 Petition

[06 f 02 Kavelaar Dr Section 78 vfinal](#)

#2020-

Moved by _____

Seconded by _____

THAT council accept the request filed under Section 78 (1) of *The Drainage Act* to reconstruct the Kavelaar Drain.

AND THAT the Drainage Superintendent be instructed to hold a project scoping meeting to receive comments from affect landowners.

AND THAT the Drainage Superintendent contact St. Clair Conservation Authority and other authorities to insure legal compliance.

AND THAT the Drainage Superintendent report back to council with the findings.

Recorded Vote

Mayor Mayhew –

Councillor Mark McGill –

Councillor Ian Carruthers –

Councillor Christa Cowell –

Councillor Martin Vink –

Councillor Doug Bartlett –

Councillor Mike Sholdice –

Deputy Mayor Marigay Wilkins –

3. Robinson Drain – Section 78 Request (Tile portion 1986)

[06 f 03 Robinson Dr Section 78v2 2](#)

#2020-

Moved by _____

Seconded by _____

THAT council accept the request filed under Section 78 (1) of The Drainage Act to increase the capacity of the Robinson Drain (Tile portion 1986)

AND THAT the Drainage Superintendent be instructed to hold a project scoping meeting to receive comments from affect landowners.

AND THAT the Drainage Superintendent contact St. Clair Conservation Authority and other authorities to insure legal compliance.

AND THAT the Drainage Superintendent report back to council with the findings.

Recorded Vote

Mayor Mayhew –

Councillor Mark McGill –

Councillor Ian Carruthers –

Councillor Christa Cowell –

Councillor Martin Vink –

Councillor Doug Bartlett –

Councillor Mike Sholdice –

Deputy Mayor Marigay Wilkins –

4. Eichenberger Drain – Section 4 Petition

[o6 f o4 Eichenberger Drain Section4 v2](#)

#2020-

Moved by _____

Seconded by _____

THAT council accept the Petition filed under Section 4 (1) (c) of The Drainage Act to create a new branch of the Eichenberger Drain for a legal outlet for Switzer Drive road water.

AND THAT the Drainage Superintendent contact St. Clair Conservation Authority and other authorities to insure legal compliance.

Recorded Vote

Mayor Mayhew –

Councillor Mark McGill –

Councillor Ian Carruthers –

Councillor Christa Cowell –

Councillor Martin Vink –

Councillor Doug Bartlett –

Councillor Mike Sholdice –

Deputy Mayor Marigay Wilkins –

7. NOTICE OF MOTION

Notice of Motion – Martin Vink given April 8, 2020: “THAT due to COVID-19 Council reduce its all remuneration by 25 per cent, retroactive to April 1, 2020 until July 31, 2020.”

#2020-

Moved by _____

Seconded by _____

THAT due to COVID-19 Council reduce its all remuneration by 25 per cent, retroactive to April 1, 2020 until July 31, 2020.

Recorded Vote

Mayor Mayhew –
Councillor Mark McGill –
Councillor Ian Carruthers –
Councillor Christa Cowell –
Councillor Martin Vink –
Councillor Doug Bartlett –
Councillor Mike Sholdice –
Deputy Mayor Marigay Wilkins –

Notice of Motion – Marigay Wilkins: “THAT the procedure by-law be further amended to allow for votes by show of hand during meetings where there is electronic participation as long as everyone is visible to all participants.”

#2020-

Moved by _____

Seconded by _____

THAT the procedure by-law be further amended to allow for votes by show of hand during meetings where there is electronic participation as long as everyone is visible to all participants.

Recorded Vote

Mayor Mayhew –
Councillor Mark McGill –
Councillor Ian Carruthers –
Councillor Christa Cowell –
Councillor Martin Vink –
Councillor Doug Bartlett –
Councillor Mike Sholdice –
Deputy Mayor Marigay Wilkins –

8. CORRESPONDENCE AND PETITIONS

1. Tile Loan Application 2020-01

[08 01 Tile LoanApp](#)

#2020-

Moved by _____

Seconded by _____

THAT tile loan application number 2020-01 is approved in the amount of \$73,000.00 is approved.

Recorded Vote

Mayor Mayhew –
Councillor Mark McGill –

Councillor Ian Carruthers –
Councillor Christa Cowell –
Councillor Martin Vink –
Councillor Doug Bartlett –
Councillor Mike Sholdice –
Deputy Mayor Marigay Wilkins –

9. UNFINISHED BUSINESS

None

10. NEW BUSINESS

- Items removed from Consent Agenda to be dealt with separately
- Addendum Items
- Other Business

11. COUNTY COUNCIL AND CONFERENCE UPDATE

12. ANNOUNCEMENTS

13. CLOSED SESSION

Closed session not anticipated.

14. BY-LAWS

1. By-law No. 2020/

[14 01 Cellphone Mobile Device Policy](#)

Being a by-law to establish a Cellphone/Mobile Device Policy (presented March 4, 2020)

2. By-law No. 2020/

[14 02 IT SecurityPolicyUserAcctsPasswords](#)

Being a by-law to establish an IT Security-User Accountability and Passwords Policy (presented March 4, 2020)

3. By-law No. 2020/

[14 03 ProtectionPrivacyConfidentialityInformationPolicy](#)

Being a by-law to establish a Protection of Privacy and Confidentiality of Information Policy (presented March 4, 2020)

4. By-law No. 2020/

[14 04 BylawLiftHoldingZone_VanHeck](#)

Being a by-law to to remove the Hold provision on the subject property known legally as Plan 42, Lots 5, 6 & Part Lot 4, East King St, S Church St (Wardsville)

3. By-law No. 2020/

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (April 22, 2020)

#2020-

Moved by _____

Seconded by _____

That By-law No. 2020/ to By-law No. 2020/ be given first, second, third and final readings.

Recorded Vote

Mayor Mayhew –

Councillor Mark McGill –

Councillor Ian Carruthers –

Councillor Christa Cowell –

Councillor Martin Vink –

Councillor Doug Bartlett –

Councillor Mike Sholdice –

Deputy Mayor Marigay Wilkins –

15. FUTURE MEETINGS (subject to change)

- May 13, 2020 – 7:00 p.m.
- May 27, 2020 – 7:00 p.m.

16. ADJOURNMENT

The Mayor adjourned the meeting at _____p.m.