

WEDNESDAY, JULY 8, 2020 7:00 PM  
Meeting via electronic participation

## **AGENDA**

# **COUNCIL AGENDA**

### **SOUTHWEST MIDDLESEX COUNCIL AGENDA**

- **Meeting can be viewed live at:**  
<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88I4A>

### **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, Planner – Stephanie Poirier, Drainage and Utilities Superintendent – Andrew Neely

### **ALSO PRESENT:**

CBO – Shannon Black

Members of the public and press

## **1. CALL TO ORDER**

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

This meeting may be recorded, streamed live and published in accordance with council's Electronic Recording of Meetings Policy.

To those present in the gallery today, 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> |
|-------------|-------------|---------------|
|-------------|-------------|---------------|

### **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 July 8, 2020 be accepted as presented.

## **4. DELEGATIONS AND PRESENTATIONS**

None

## **5. CONSENT AGENDA**

5.1 Vouchers in the amount of \$1,583,693.53 – June 5 to June 18, 2020

[05 01 Voucher Report SWM June 5 to June 18 2020](#)

5.2 SWM Council Minutes – June 24, 2020

[05 02 2020 06 June 24 Council Meeting Minutes DRAFT](#)

5.3 Four Counties Health Services Spring Newsletter

[05 03 FCHS 20304SpringNewsletter FINAL](#)

5.4 OPP Revenue Distribution Processes

[05 04 OPP Revenue Distribution Processes Change NonContracts](#)

5.5 Canadian Federation of Independent Business – Support for Small Businesses

[05 05 CFIB Support for Small Business Letter to Ontario Municipal Officials](#)

5.6 Landfill Approval Rights

[05 06 Landfill Approval Rights Demand the Right Members Update June 2020 Final](#)

5.7 Resolution – City of Sarnia – Long Term Care Home Improvements

[05 07 Long Term Care Ontario Municipalities](#)

5.8 Tribunals Ontario – Assessment Review Board Fee Increases

[05 08 Fee IncreaseStakeholderMemo ARB](#)

5.9 SWM Economic Development Strategy Report

[05 09 Economic Development Strategy Report 1st and 2nd Quarter Report](#)

5.10 SWM Facilities & Recreation Business Plan Update – RE: COVID-19

[05 10 Facilities and Recreation Business Plan Update re COVID 19](#)

#2020-

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

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

THAT the council for the Municipality of Southwest Middlesex receives Consent Agenda items 5.1 through 5.10 as information, and approve the June 24, 2020 meeting minutes.

**6. COMMITTEE OF ADJUSTMENT**

- A01-2020 – 215 South Street, Glencoe – Turner Homes

#2020-

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

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

THAT Southwest Middlesex move into Committee of Adjustment to consider planning applications A01-2020 – 215 South Street, Glencoe – Turner Homes at \_\_\_\_\_ p.m.

Regular council reconvened at \_\_\_\_\_ p.m.

**7. PUBLIC MEETINGS**

None

**8. STAFF REPORTS**

a. Fire

None

b. Administration

1. Chief Building Official Appointment

[08 b 01 2020 07 08 Chief Building Official Joint Department](#)

#2020-

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

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

THAT Council approve the appointment by-law of Shannon Black as the Chief Building Official for Southwest Middlesex.

2. Health and Safety Policy Review

[08 b 02 2020 07 08 Health and Safety Policy Review](#)

#2020-

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

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

THAT Council review the Council and CAO/Clerk Commitment, Participation, and Responsibilities Policy and confirm no changes are required.

3. Report-Back Regarding Two Council Meetings/Month Pilot

[08 b 03 2020 07 July 08 Procedure Bylaw Meetings per Month](#)

#2020-

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

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

Option One – Status Quo:

THAT Council confirm the schedule of two regular council meetings per month, as per the Southwest Middlesex Procedure By-law.

Option Two:

THAT Council revise the regular meeting schedule to two regular council meetings per month, except for the months of July and August, which shall only have one regular council meeting per month; and

THAT staff be directed to bring back a by-law to revise the Procedure By-Law to put the new schedule into effect for 2021.

Option Three:

THAT Council revise the regular meeting schedule to three regular council meetings per month; and

THAT the first meeting of the month be held at 1:30 p.m.; and further

THAT staff be directed to bring back a by-law to revise the Procedure By-law to put the new schedule into effect for 2021.

c. Building  
None

d. Finance

1. Adjustment of Property Taxes

[08 d 01 Adjustment of Property Taxes No 6](#)

#2020-

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

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

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-000-040-14303-0000 by \$4,098.70 in accordance with MPAC's recommendation.

e. Facilities and Recreation  
None

f. Public Works

1. McLean-Switzer Drain – Section 78 Improvement

[08 f 01 Public Works Drainage McLean Switzer Drain Section 78 Improvement](#)

#2020-

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

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

THAT council accept the request filed under Section 78 (1.1) (6) of The Drainage Act to Enclose part of the McLean-Switzer Drain on the property of Rein Minnema, Range 1S S PT Lot 11.

**9. NOTICE OF MOTION**

Councillor McGill is expected to move the following:

WHEREAS other municipalities have bylaws restricting the placing of municipal election signs on municipal property; and

WHEREAS elections signs are unsightly and may end up being landfilled; and

WHEREAS restricting municipal election signs from public property including road allowances would require approvals by the local municipality and the county;

THEREFORE, be it resolved that staff be directed to report back on restrictions of municipal election signs on public property.

Councillor Sholdice is expected to move the following:

WHEREAS an inquiry about garbage bins at a multi-unit complexes has been brought forward; THEREFORE; be it resolved that staff prepare a report regarding the distribution of garbage bins and charges for multi-unit buildings to advise councillors of the background information with which to respond to ratepayers.

**10. CORRESPONDENCE AND PETITIONS**

None

**11. UNFINISHED BUSINESS**

None

**12. NEW BUSINESS**

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

**13. COUNTY COUNCIL AND CONFERENCE UPDATE**

**14. ANNOUNCEMENTS**

**15. CLOSED SESSION**

Closed session not anticipated.

**16. BY-LAWS**

1. By-law No. 2020/

[16 01 2020 Bylaw to Appoint A Deputy Clerk for the Corporation of Southwest Middlesex](#)

Being a By-law to Appoint a Deputy Clerk

2. By-law No. 2020/

[16 02 2020 SWM CBO Appointment Bylaw](#)

Being a By-law to Appoint a Chief Building Official

3. By-law No. 2020/

[16 03 2020 Bylaw to Amend Procedure Bylaw to include Drainage Act Public Meeting Protocol July 8 2020](#)

Being a By-law to Amend Procedural By-law No. 2019/104 to Permit Electronic Public Meetings under the *Drainage Act* during an Emergency

4. By-law No. 2020/

[16 04 2020 CanIPlayToo Subsidy Program Agreement Bylaw](#)

Being a By-law to Authorize the Mayor and Clerk to Enter into an Agreement with the County of Middlesex (*Can I Play, Too* Subsidy Program 2020-2021)

5. By-law No. 2020/

[16 05 Amended Collection and Disposal of Solid Waste and Recyclables By-law and Fees and Charges Bylaw No 2020 XX](#)

Being a By-law to Amend Collection and Disposal of Solid Waste and Recyclables By-law No. 2018/026

6. By-law No. 2020/

[16 06 2020 Confirming 07July08 Meeting Bylaw](#)

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex July 8, 2020

#2020-

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

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

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

**17. FUTURE MEETINGS (subject to change)**

**18. ADJOURNMENT**

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