

WEDNESDAY, AUGUST 26, 2020 7:00 PM  
Via. Electronic Participation

## **AGENDA**

# **COUNCIL AGENDA**

**Meeting can be viewed live at:**

<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88I4A>

### **SOUTHWEST MIDDLESEX COUNCIL AGENDA**

The Municipal Council of the Municipality of Southwest Middlesex will meet in Regular Session on August 26, 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, Fire Chief – Bob Hansen, Public Works Manager – Greg Storms, Treasurer – Kristen McGill, Drainage Superintendent – Andrew Neely, Planner – Stephanie Poirier

### **ALSO PRESENT:**

Members of the public and press

## **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 YouTube channel.

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 August 26, 2020 be accepted as presented.

## **4. DELEGATIONS AND PRESENTATIONS**

Meeting to Consider Engineer's Report – James Court Outlet Drain

- [04 Notice to Consider Engineer's Report](#)
- [04 Engineer Report - James Court Outlet Drain 2020](#)

Council shall consider the report prepared by Spriet Associates dated March 16, 2020 and shall give 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 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 any affected property owners whom are present (virtually);
- Request from those present (virtually) 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).

#2020-

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

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

THAT Council accepts the Engineer's Report in reference to the James Court Outlet Drain and refers the by-law to the by-law section of the agenda for the 1<sup>st</sup> and 2<sup>nd</sup> reading only.

## **5. CONSENT AGENDA**

5.1 Vouchers in the Amount of \$364,032.98 - July 31 to August 13, 2020

[05 01 Voucher Report 26082020](#)

5.2 SWM Building Report – July 2020

[05 02 July 2020 Building Report](#)

5.3 EMCPA Letter – Ministry of Municipal Affairs and Housing

[05 03 Minister's Letter to Head of Council - Labour Deployment](#)

5.4 Bill 197 – Enforcement Officers

[05 04 Letter to Municipal Enforcement Officers - Bill 197](#)

5.5 Court Security and Prisoner Transportation – Ministry of Solicitor General

[05 05 Court Security and Prisoner Transportation](#)

5.6 School Bus Camera Regulations - Ministry of Transportation

[05 06 School Bus Stop Arm Camera Changes](#)

5.7 Always in Season: Toolkit for Practitioners – Ontario Federation of Agriculture

[05 07 AlwaysinSeasonToolkit - OFA](#)

5.8 Southwest Middlesex Council Minutes – August 12, 2020

#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, including the approval of the August 12, 2020 meeting minutes.

**6. COMMITTEE OF ADJUSTMENT**

- B-5/20 – 196 McKellar Street, Sousa
- B-7/20 – 4317 Parkhouse Drive, Sinclair

#2020-

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

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

THAT Southwest Middlesex move into Committee of Adjustment to consider planning applications B5/2020 (Sousa), B7/2020 (Sinclair) at \_\_\_\_\_ p.m.

**7. PUBLIC MEETINGS**

*UNDER THE PLANNING ACT*

- P-8/2020 – 4317 Parkhouse Drive - Sinclair

Members of the public wishing to comment on the application are encouraged to provide written submissions to the Clerk by e-mail [jbellchamber-glazier@southwestmiddlesex.ca](mailto:jbellchamber-glazier@southwestmiddlesex.ca) or by mail 153 McKellar Street, Glencoe ON N0L 1M0 by noon on Tuesday August 25, 2020 before the meeting in order to provide comment/oral submissions as a Delegate during the Oral Submissions of Delegates (Part D) part of the meeting.

Written submissions must include your full name, address, and an email or telephone number at which you can be reached. Written submissions must also indicate if you wish to make oral submissions at the meeting.

The Clerk will contact all persons who indicate in their written submissions that they intend make oral submissions at the meeting to provide electronic access instructions. Members of the public who do not provide written submissions to the Clerk in advance of the meeting and decide to provide comment/oral submissions while the meeting is ongoing will need to confirm their interest in doing so during the Comments Recess (Part F) of the Meeting and make their comment/oral submission during the Oral Submission of Other Participants (Part G) part of the meeting.

Chair Mayhew calls the Public Meeting for P8/2020 4317 Parkhouse Drive (Sinclair) to order at \_\_\_\_\_ p.m.

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 Dennis and Susan Sinclair and for Southwest Middlesex Council to consider the proposal.

The purpose and effect of the zoning by-law amendment is to rezone the retained parcel of Consent B7/2020 from the General Agricultural (A1) Zone to Rural Residential (RR) Zone and rezone the retained parcel created through Consent Application B7-2020 from General Agricultural (A1) Zone to the Agricultural (A2) Zone.

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) Member Remarks.
- d) Oral Submission of Delegates.
- e) Written Submissions.
- f) Comments Recess.
- g) Oral Submissions of Other Participants.
- h) Applicant Final Remarks.
- i) Council Decision.

Chair Mayhew declares the Public Meeting for P8/2020 (Sinclair) closed.  
The chair will now consider motions regarding the applications.

Zoning By-law Amendment Application P8/2020

[07 Sinclair Zoning Report](#)

[07 P8 20 Key Map 2](#)

#2020-

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

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

**AND THAT** Application for Zoning By-law Amendment P8-2020, which proposes to rezone the severed parcel created through Consent Application B7-2020 from General Agricultural (A1) Zone to Rural Residential (RR) Zone and rezone the retained parcel created through Consent Application B7-2020 from General Agricultural (A1) Zone to the Agricultural (A2) Zone be **GRANTED**.

### **Reasons**

Consistency with Planning Act Section 51 (24) would be maintained;  
Consistency with the Provincial Policy Statement would be maintained;  
Conformity with the County of Middlesex Official Plan would be maintained;  
Conformity with the Municipality of Southwest Middlesex Official Plan would be maintained;  
Conformity with the Southwest Middlesex Zoning By-law would be maintained.

## **8. STAFF REPORTS**

a. Fire

i. Annual Bunker Gear Purchase

[08 a i Fire Department Bunker Gear Purchase](#)

#2020-

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

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

**THAT** Council award the annual purchase of five sets of Lakeland Brand Fire Department Stealth bunker gear to M&L Supply, Fire & Safety, in the amount of \$11,497.45 (HST excl).

b. Administration

i. Site Plan Agreement – Agri-Tourism Jireh Hills (Charlton – Lobelia Drive)

[08 b i Site Plan Agreement Charltons Agri-Tourism](#)

#2020-

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

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

**THAT** the necessary by-law be enacted authorizing the Mayor and the CAO-Clerk to execute the Site Plan Agreement with John Mark Charlton and Cheryl Nicole Charlton, for lands located at 3355 Lobelia Drive, Alvinston, ON N0N 1A0.

c. Building  
None.

d. Finance  
None.

e. Facilities and Recreation  
None.

f. Public Works

i. Quotes for the Annett Drain Clean out

[08 f i Annet Drain Cleanout Quotes](#)

#2020-

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

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

**THAT** the project be awarded to R&S Graham Contracting for the Annett Drain clean-out.

**9. NOTICE OF MOTION**

**10. CORRESPONDENCE AND PETITIONS**

10.1 Mark and Nadia Sousa are requesting relief from the Municipality of Southwest Middlesex Noise by-law on August 29, 2020 from 4:00 p.m. to 11:00 p.m. at 108 Main Street, Glencoe.

Noise By-Law Exemption – 108 Main Street, Glencoe (Mark & Nadia Sousa)

[10 01 NoiseExemptionRequest](#)

#2020-

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

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

**THAT** Council approve exemption from Section 4.2 and 4.10 of Southwest Middlesex’s Noise By-law on August 29, 2020 for Mark and Nadia Sousa, from the hours of 4:00 p.m. to 11:00 p.m. at the residence of 108 Main Street, Glencoe.

**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. 2020/071

[16 01 2020071 DrainageSuperintendent AndrewNeely](#)

Being a by-law to appoint a Drainage Superintendent for the Municipality of Southwest Middlesex pursuant to the Drainage Act, R.S.O. 1990

2. By-law No. 2020/072

[16 02 2020072 - Amend Procedural DateChanges](#)

Being a by-law to amend Procedural By-law 2019/104 to permit a change to Southwest Middlesex meeting schedule

3. By-law No. 2020/073

[16 03 2020073 Amend Procedural ElectronicMeetings](#)

Being a by-law to amend the Procedural By-law 2019/104 to permit Full or Partial Participation in Electronic Council Meetings.

4. By-law No. 2020/074

[16 04 2020074 SPA Charlton](#)

Being a by-law to authorize the Mayor and the Clerk to enter into a site plan agreement with John Mark Charlton and Cheryl Nicole Charlton on the property known municipally as 3355 Lobelia Drive, Southwest Middlesex, ON.

5. By-Law No. 2020/075 (1<sup>st</sup> and 2<sup>nd</sup> reading)

[16 05 2020075 James Crt Engineering Works](#)

Being a by-law to provide drainage works in the Municipality of Southwest Middlesex, in the County of Middlesex, being the James Court Outlet Drain.

6. By-law No. 2020/076 (1<sup>st</sup> & 2<sup>nd</sup> reading)

[16 06 2020076 P8-2020 Sinclair BL](#)

Being a by-law to amend Zoning By-law No. 2011/065 – 4317 Parkhouse Drive.

7. By-law No. 2020/XXX

[16 07 2020XXX Confirming 26Aug](#)

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (August 26, 2020)

#2020-

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

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

That By-law No. 2020/071, 2020/072, 2020/073, 2020/074 & 2020/XXX be given first, second, third and final readings and

THAT By-law No. 2020/075 & 2020/076 be given a first and second reading.

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

- September 9, 2020
- September 23, 2020
- October 14, 2020



**18. ADJOURNMENT**

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