

WEDNESDAY, SEPTEMBER 9, 2020 7:00 PM
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, Fire Chief – Bob Hansen, Treasurer – Kristen McGill, Drainage Superintendent – Andrew Neely, Crew Leader – Rob Cole, Shelia McCahon – Economic Development & Communications Officer.

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>
-------------	-------------	---------------

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 _____ be accepted as presented.

4 DELEGATIONS AND PRESENTATIONS

None.

5 CONSENT AGENDA

5.1 Ministry of Agriculture, Food and Rural Affairs – Security from Trespass and Protecting Food Safety Act

[05 01 Minister of Agriculture, Food and Rural Affairs - Bill 156](#)

5.2 Lower Thames Conservation Authority Meeting Minutes – August 20, 2020

[05 02 LTCA 082020 Minutes](#)

5.3 Strathroy-Caradoc Community Improvement Plan & Downtown Master Plan – Notice of Public Meeting

[05 03 Strathroy-Caradoc CIP Open House Public Meeting](#)

5.4 Ontario Barn Preservation – Advocacy Letter

[05 04 Advocacy letter to Municipalities](#)

5.5 Safe Reopening Plan for Recreation Facilities

[05 05 Safe Reopening Plan for Rec Facilities 2020](#)

5.6 Vouchers in the Amount of \$472,038.49 – August 14 – Aug 27, 2020

[05 06 Sept. 9 2020 Voucher Report](#)

5.7 SWM Council Minutes August 26, 2020

[05 07 2020 08 August 26 Council Meeting Minutes](#)

#2020-

Moved by _____

Seconded by _____

THAT the council for the Municipality of Southwest Middlesex receives Consent Agenda items 5.1 through 5.7 as information, including the approval of the August 26, 2020 meeting minutes.

6 COMMITTEE OF ADJUSTMENT

None.

7 PUBLIC MEETINGS

None.

8 STAFF REPORTS

a. Fire

None

b. Administration

1 Integrity Commissioner, Municipal Ombudsman, Meeting Investigator Services Contract

[08 b 1 Meeting Investigator Integrity Commissioner Municipal Ombud Services](#)

#2020-

Moved by _____

Seconded by _____

THAT Council approve an extension agreement by by-law between Southwest Middlesex and Independent Resolutions Inc. for the services of Integrity Commissioner, Meeting Investigator, and Municipal Ombudsman; and

THAT the Mayor and CAO-Clerk be directed to sign the extension agreement on behalf of the municipal corporation.

2 SWM Corporate Communications Plan

[08 b 2 Communications Policy and Plan](#)

#2020-

Moved by _____

Seconded by _____

THAT Council approve the Municipality of Southwest Middlesex Corporate Communication Policy and Implementation Plan.

c. Building

None

d. Finance

None

e. Facilities and Recreation

None

f. Public Works

1 Municipal Office, Air Quality

[08 f 1 Municipal Office Air Quality Report](#)

#2020-

Moved by _____

Seconded by _____

THAT Council approves the report as prepared by Chorley + Bisset;

AND that Council approves the implementation of Phase #1 of the report, which includes a System Air Balancing Report, Adjustment of Outside Air Quality and a Business Envelope review.

AND that this be project managed by Chorley + Bisset.

2 Trackless Upgrades

#2020-

Moved by _____

Seconded by _____

OPTION 1

THAT council approves the Upgrade to SWM’s Trackless Sidewalk Machine as provided by Work Equipment Ltd/Trackless Vehicle Ltd; and

THAT these improvements do not exceed \$25,000 including tax; and further

THAT that the Negotiated Method as per the Purchasing Policy be approved as the single source available for the project.

OR

OPTION 2

THAT council approves the conversion of the municipality’s existing Trackless MT5 into a Trackless MT57; and

THAT Trackless equipment be leased at a rate of \$5000/month, plus taxes, until the final purchase of the converted equipment; and

THAT the leased equipment costs be taken from the approved 2020 budget for upgrades for the equipment; and further

THAT the municipality is aware that the leased equipment payments will be credited to the municipality for the purchase of the refurbished MT57 in 2021; and further

THAT the remaining capital cost to be included in the 2021 Capital Budget; and further

THAT the Negotiated Method as per the Purchasing Policy be approved as the single source available for the project.

3 Glencoe Public Works Yard – Salt Dome Roof Replacement

#2020-

Moved by _____

Seconded by _____

THAT Council approves the pricing as provided by Macksville Construction in the amount of \$37,236.00 for the replacement of the Glencoe Works Yard, Salt Dome Roof.

4 Robinson Drain – Section 78 Improvement

#2020-

Moved by _____

Seconded by _____

THAT Council appoint Spriet Engineering under Section 78 of the Act to produce a report on Robinson Drain based on the request received on February 19, 2020.

5 Kavelaar Drain – Section 78 Improvement

[08 f 5 Kavelaar Drain 78](#)

#2020-

Moved by _____

Seconded by _____

THAT Council appoint Spriet Engineering under Section 78 of the Act to produce a report on the Kavelaar Drain based on the request received in February, 2020.

9 NOTICE OF MOTION

10 CORRESPONDENCE AND PETITIONS

- Action

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

#2020-

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

- c) Personal matters about an identifiable individual, including municipal or local board employees.

Specifically, the matter relates to the following: labour relations or employee negotiations, drainage service agreement, Fire Chief hiring process.

#2020-

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

- g. There is nothing further to report
- h. Outline direction provided

16 BY-LAWS

16.1 By-law No. 2020/078 – Extension Agreement, Independent Resolutions

[16 01 Extension Agreement Independent ResolutionsInc by-law](#)

Being a by-law authorizing the Mayor and the CAO-Clerk to execute an extension agreement with Independent Resolutions Inc. for the services of “Municipal Ombudsman, Closed Meeting Investigator and Integrity Commissioner” or the “Independent Investigator”

16.2 By-law No. 2020/079 - Adoption of Communication Policy & Plan

[16 02 Communication Policy Bylaw](#)

Being a by-law to establish a Corporate Communications Policy and Plan for the Municipality of Southwest Middlesex.

16.3 By-law No. 2020/XXX – Confirmatory September 9, 2020

[16 XX 2020 Confirming 9Sept Meeting ByLaw](#)

Being a bylaw to confirm the proceedings of the council of the Municipality of Southwest Middlesex on September 9, 2020.

#2020-

Moved by _____

Seconded by _____

THAT By-law No. 2020/078 to By-law No. 2020/XXX be given first, second, third and final readings.

17 FUTURE MEETINGS (subject to change)

- September 23, 2020
- October 14, 2020
- October 28, 2020

18 ADJOURNMENT

The Mayor adjourned the meeting at _____p.m.