



**MUNICIPALITY OF SOUTHWEST MIDDLESEX  
REGULAR COUNCIL MEETING**

WEDNESDAY, SEPTEMBER 23, 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 September 23, 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, Economic Development & Communications Officer - Sheila McCahon, Drainage Superintendent - Andrew Neely, Planner – Stephanie Poirier

### **ALSO PRESENT:**

Durk Vanderwerff – Director of Planning, County of Middlesex; Chris Lierman – P, Eng., Spriet Associates; 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.

<b><u>Name</u></b>	<b><u>Item</u></b>	<b><u>Nature</u></b>
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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 September 23, 2020 be accepted as presented.

**4. DELEGATIONS AND PRESENTATIONS**

**5. CONSENT AGENDA**

5.1 Brooke-Alvinston-Inwood Fire Board – June 16, 2020

[05 01 Fire Board Minutes June 16, 2020](#)

5.2 Municipality of Tweed – Cannabis Act S.C. 2018, c. 16

[05 02 Resolution 343 Cannabis Production](#)

5.3 Wollaston Township – Municipal Elections Act Request

[05 03 Wollaston 2018ElectionResolution](#)

5.4 SWM Vouchers, August 28, 2020 to September 10, 2020 in the amount of \$1,527,705.51

[05 04 2020 09 23 Voucher Report](#)

5.5 Economic Development Minutes – February 3, 2020

[05 05 February 03 Ec Dev Minutes SWM approved 09 14](#)

5.6 Public Works Status Update

[05 06 Public Works Manager Update](#)

5.7 McGill – ‘Keeping municipal council on transparency track’ Article

[05 07 M.McDonald - Article Request](#)

5.8 SWM Council Minutes – September 9 & September 14, 2020

[05 08 2020 09 September 09 Council Meeting Minutes DRAFT](#)

[05 08 2020 09 September 14 Council Meeting Minutes DRAFT](#)

#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 September 9 and September 14, 2020 meeting minutes.

**6. COMMITTEE OF ADJUSTMENT**

None.

**7. PUBLIC MEETINGS**

*UNDER THE PLANNING ACT*

- [Redline Amendment to Draft Plan of Subdivision \(39T-86001\) South Street Subdivision - Phase Two](#)

Notice: [RedlineAmendment-SouthStPh2](#)

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 September 22, 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 Redline Amendment to Draft Plan of Subdivision (39T-86001) South Street Subdivision - Phase Two 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 an application for a Redline Amendment to Draft Plan of Subdivision (39T-86001) South Street Subdivision - Phase Two submitted by Mike Ansari (Jeff Thomas).

The purpose of this report is to provide Council with a recommendation in regards to a proposed redline amendment to an existing Draft Plan of Subdivision known as 'South Street Phase Two'. The County of Middlesex is seeking a recommendation from Southwest Middlesex Council for whether the proposed redline changes to the existing Draft Plan are appropriate and considered to be minor in nature.

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 (5 minutes)
- g) Oral Submissions of Other Participants.
- h) Applicant Final Remarks.
- i) Council Decision.

Chair Mayhew declares the Public Meeting for a Redline Amendment to Draft Plan of Subdivision (39T-86001) South Street Subdivision - Phase Two closed.

The chair will now consider the motion regarding the application.

Redline Amendment to Draft Plan of Subdivision (39T-86001) South Street Subdivision - Phase Two

[07 Red Line Revisions South Street Development Phase 2 Report](#)

[07 39T-86001 Redline Plan - South](#)

[07 Subdivision 39T-86001 Updated Conditions South Phase 2 -2020](#)

#2020-

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

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

**THAT** Council support the minor redline amendment request to Phase Two of the Draft Plan of Subdivision (39T-86001) for lands owned by M J Ansari Real Estate, and that Council support the revised Draft Plan Conditions.

- [Plan of Subdivision 39T-SM-2001 & Zoning By-law Amendment Application P10-2020](#)

Notice [NoticeofApplication&PM2Sept2020](#)

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 September 22, 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 Plan of Subdivision 39T-SM-2001 & Zoning By-law Amendment Application P10-2020 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 an application for Plan of Subdivision and Zoning By-law Amendment submitted by John Dobie for Southwest Middlesex Council. This meeting is for information only.

The purpose of this report is to provide Council with preliminary information on an Application for a Plan of Subdivision and a Zoning By-law Amendment Application for the subject lands legally described as Part of Lot 1, Concession 1, in Glencoe. A recommendation will be given to Council at a later meeting, after feedback from the public meeting and the agency / ministry circulation has been received and taken into consideration.

The purpose and effect of the draft Plan of Subdivision (File No.: 39T-SM-2001) is to create 144 building lots for single detached dwellings, 8 lots for 16 semi-detached dwellings, and a medium density block for future development of potentially 52 row/townhomes. Access is proposed from Bute Street, Montrose Street, Main Street, and Centreville Drive.

The purpose of the Zoning By-law Amendment (File No.: P10-2020) is to change the zoning of the following lots/blocks as shown on the draft plan:

- Lots 1-57 and 66-149 from the 'Future Residential- Holding Provision Two (FR-H-2) Zone' to the 'Residential First Density- Holding Provision One (R1(1) H-1) Zone' in order to facilitate 144 single detached dwellings;
- Lots 58-65 from the 'Future Residential- Holding Provision Two (FR-H-2) Zone' to the 'Residential Second Density- Holding Provision One (R2-H-1) Zone' in order to facilitate 16 semi-detached dwellings;
- Block 151 from the 'Future Residential- Holding Provision Two (FR-H-2) Zone' to the 'Residential Third Density Holding Provision One and Two (R3-H-1-H-2) Zone' in order to establish townhomes; and
- Block 150 from the 'Future Residential- Holding Provision Two (FR-H-2) Zone' to the 'Open Space (OS) Zone' for storm water management and parkland purposes.

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 (5 minutes)
- g) Oral Submissions of Other Participants.
- h) Applicant Final Remarks.
- i) Council Decision.

Chair Mayhew declares the Public Meeting for Application for Plan of Subdivision 39T-SM-2001 & Zoning By-law Amendment Application P10-2020 closed.

The chair will now consider the motion regarding the application.

Plan of Subdivision 39T-SM-2001 & Zoning By-law Amendment Application P10-2020.

[07 Plan of Subdivision Information Report- Dobie](#)

[07 Draft Plan Sept 2020 - Dobie](#)

[07 SBM-19-1517 Servicing Report - Dobie](#)

#2020-

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

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

**THAT** the subject report for Plan of Subdivision 39T-SM-2001 & Zoning By-law Amendment Application P10-2020 be received for information.

**8. STAFF REPORTS**

a. Fire  
None.

b. Administration

i) Community Improvement Plan

[08 b i CommunityImprovementPlanRFPResults](#)

#2020-

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

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

**THAT** Council approve the proposal of Stantec Consulting Ltd. in the amount of \$14,955.68 for the development of a Community Improvement Plan (CIP) for Southwest Middlesex.

**AND, THAT** the CAO-Clerk is authorized and directed to execute any necessary agreement with Stantec Consulting Ltd.

c. Building  
None.

d. Finance

i) Adjustment of Property Taxes

[08 d i Tax Adjustment](#)

#2020-

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

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

**THAT** Council instruct the Treasurer to adjust the property taxes for roll # 3906-000-080-03100-0000 by \$31 in accordance with MPAC's recommendation.

ii) Adjustment of Property Taxes

[08 d ii Tax Adjustment](#)

#2020-

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

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

**THAT** Council instruct the Treasurer to adjust the property taxes for roll # 3906-004-001-08000-0000 by \$224 in accordance with MPAC’s recommendation.

iii) Adjustment of Property Taxes

[08 d iii Tax Adjustment](#)

#2020-

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

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

**THAT** Council instruct the Treasurer to adjust the property taxes for roll # 3906-008-020-17700-0000 by \$3,679 in accordance with MPAC’s recommendation.

iv) August 2020 Variance Report

[08 d iv 2020 August 2020 Variance Report](#)

#2020-

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

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

**THAT** Council receive the enclosed variance report.

v) Proposed Budget Meeting Dates

[08 d v Proposed Budget Meeting Dates](#)

#2020-

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

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

**THAT** Council approve the below dates to review Capital and Operating Budget for 2021:

- November 4 – Departmental Business Plans & Budget Survey Results
- November 25 – Capital Budget Review
- November 4 – Operating Budget Review
- November 25 – Operating Budget Review
- December 2 – Operating Budget Review
- December 16 – Operating Budget Review

e. Operations

i) Wiley Drain Clean out Quotes

[08 e i Wiley Drain Clean-Out Award](#)

#2020-

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



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

**THAT** the project be awarded to Timmerman's Drainage and Excavation Inc. in the amount of \$11,242.68 for the Wiley Drain clean-out.

ii) Murray Huston Drain – Section 78

[08 e ii Murray Huston Drain sec 78 Drainage Act Request](#)

#2020-

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

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

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

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

**AND THAT** the Drainage Superintendent contact Lower Thames Conservation Authority and other authorities to ensure legal compliance.

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

iii) River Drive Reconstruction, Additional Work

[08 e iv River Road Reconstruction](#)

Chris Leirman, P.Eng. to speak to report.

#2020-

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

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

**THAT** Council approves the Re design of River Drive;

**AND that** \$15,000 be transferred from the Transportation Construction Reserve to complete this project.

iv) Wardsville Storm Water Master Plan

Chris Leirman, P.Eng. to provide an update.

[08 e v DRAFT Wardsville Storm Sewer Study, Sept 23, 2020](#)

## **9. NOTICE OF MOTION**

Councillor Cowell is expected to move the following:

**THAT** Council reconsider the resolution #2020-190 related to Item 08 b 1 Meeting Investigator Integrity Commissioner Municipal Ombudsman Services Contract.

**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**

Closed session not anticipated.

**16. BY-LAWS**

1. By-law No. 2020/XXX

[16 XX 2020 Confirming 23Sept Meeting ByLaw](#)

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex on September 23, 2020

#2020-

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

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

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

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

- October 14, 2020
- October 28, 2020
- November 4, 2020

**18. ADJOURNMENT**

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

