

WEDNESDAY, APRIL 7, 2021 7:00 PM
Council Chambers

AGENDA

COUNCIL AGENDA

SOUTHWEST MIDDLESEX COUNCIL AGENDA

The Municipal Council of the Municipality of Southwest Middlesex will meet in Regular Session on April 7, 2021 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, Director of Operations – Greg Storms, Fire Chief – Colin Shewell, Treasurer – Kristen McGill, Deputy Clerk – Denny Giles

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 & 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** [02 C CONFLICT OF INTEREST REPORTING FORM Councillor](#)
- **Deputy Mayor** [02 DM CONFLICT OF INTEREST REPORTING FORM Deputy Mayor](#)
- **Mayor** [02 M CONFLICT OF INTEREST REPORTING FORM Mayor](#)

3. ADDITIONS TO THE AGENDA

#2021-

Moved by _____

Seconded by _____

THAT the Regular Agenda of Council dated April 7, 2021 be accepted as presented.

4. DELEGATIONS AND PRESENTATIONS

5. CONSENT AGENDA

a. SWM Council Meeting Minutes – March 24, 2021

[05 a March 24 2021 DRAFT Council Meeting Minutes](#)

b. SWM Vouchers

[05 b SWM Vouchers](#)

c. General Hillier COVID-19 Distribution Task Force – Update

[05 c General Hillier Memo March 26 2021 FINAL EN](#)

[05 c Update COVID-19 Mar 26 FINAL EN](#)

d. NASM Plan Approval – 24586

[05 d NASM 24586 approval document 2021-03-19](#)

e. NASM Plan Approval – 24596

[05 e NASM 24596 approval document 2021-03-26](#)

f. Resolution: Kingsville

[05 f LTR Bill C-21](#)

g. Resolution: Town of Orangeville

[05 g Town of Orangeville Resolution](#)

h. Minister Bethlenfalvy - Letter to Heads of Council

[05 h Minister's Letter to Heads of Council](#)

i. Resolution: Municipality of Calvin

[05 i Calvin Res #2021-052 Universal Paid Sick Days](#)

j. Resolution: Town of Cochrane

[05 j Cochrane Resolution 83-2021](#)

k. Mayor Mayhew – County Council Report to Council

[05 k Report To SWM Council - March - April 2021](#)

l. Resolution: City of Kitchener

[05 l Letter - Planning Act Timelines](#)

m. Local Improvements – John Street, Glencoe

[05 m Local Improvements John Street Glencoe](#)

n. Canadian Pacific – 2021 Vegetation Control Program

[05 n CP 2021 Vegetation Control Program](#)

#2021-

Moved by _____

Seconded by _____

THAT the council for the Municipality of Southwest Middlesex receives Consent Agenda items 5.a through 5.m as information, and approve the March 24, 2021 meeting minutes.

6. COMMITTEE OF ADJUSTMENT

None

7. PUBLIC MEETINGS

None

8. STAFF REPORTS

a. Fire

b. Administration

i. Laserfiche/Records Management

[08 b i Laserfiche Records Management](#)

#2021-

Moved by _____

Seconded by _____

THAT Council support the creation of a temporary full-time position related to records management to be funded from existing reserves set aside for the project management of Laserfiche.

ii. Fire Services Agreement – Strathroy-Caradoc

[08 b ii Fire Service Agreement Melbourne](#)

#2021-

Moved by _____

Seconded by _____

THAT Council approve by by-law the Fire Services Agreement with Strathroy-Caradoc for the community of Melbourne.

iii. Child Care Facility

[08 b iii Child Care Facility Purchases - amended](#)

#2021-

Moved by _____

Seconded by _____

THAT Council authorizes the purchase of furniture and equipment to be purchased for the new child care facility in the amount of \$240,261.82; and

THAT Council authorize the funding for the change order to support the county requirements for ingress/egress from the site from Charlotte Street from the Glencoe Child Care Reserve.

c. Building

d. Finance

i. Deferral of Interest & Penalty

#2021-

Moved by _____

Seconded by _____

THAT council resume the application of interest and penalty on all Accounts receivable;

OR

THAT council continue with the deferral of interest and penalty on all Accounts Receivable.

e. Operations

i. Request for Mutual Agreement Drain – River Drive

[08 e i Agreement Drain Coyne Main Agreement Drain Betts](#)

#2021-

Moved by _____

Seconded by _____

THAT the Mayor and Clerk be authorized to enter into an agreement drain with the owners of Lot 8, Range 2 (former Mosa Township) under the provisions of section 2 (1) of the Drainage Act.

ii. Kavelaars Drain – Section 4 Petition

[08 e ii Kavelaars Drain Section 4 Drainage Act Petition Falconbridge](#)

#2021-

Moved by _____

Seconded by _____

THAT council accept the petition filed under Section 4 (1) (a) of The Drainage Act to create a new branch of the Kavlaars Drain

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

iii. McFarlane Drain – Section 78 Improvement

[08 e iii McFarlane Drain - Section 78 Improvement](#)

#2021-

Moved by _____

Seconded by _____

THAT council appoint Spriet Associates under Section 78 of the Drainage Act to prepare a report to replace an access bridge located on the property of Gerald & Johanna Zwambag.

iv. 2021 Brine Tender Results

#2021-

Moved by _____

Seconded by _____

THAT Council approves the Tender Price as supplied by Den-Mar Brines for the supply and application of a minimum of 18% Brine Solution at \$0.066 price per litre.

v. Half Ton Truck Tender Results

[08 e v Half Ton Truck Tender Results](#)

#2021-

Moved by _____

Seconded by _____

THAT Council approves the purchase of a new Half Ton Pickup 4 x 4 from Finch/Chev Cadillac in the amount of \$46,330.00.

AND THAT \$11,300 be moved from the Transportation Reserve for this purchase.

vi. Turf Maintenance Contractor Quoting & Proposals

[08 e vi Grass Cutting Quotes & Proposals](#)

#2021-

Moved by _____

Seconded by _____

THAT Council approves the selection of Brad’s Lawn Care as the Turf Maintenance contractor at an average cost of \$1,510 for all properties provided in Table #1, excluding both Arboretums.

AND that Council approves the selection of GreenStreet Landscaping at a cost \$15,020 for the complete maintenance (trees, grass, pathways & flower beds) for both Arboretums in SWM.

vii. Tender Results – Main Street Waterline Replacement, Glencoe

[08 e vii Watermain Replacement Tender Results](#)

#2021-

Moved by _____

Seconded by _____

THAT Council approves the recommendation of Spriet Associates for the selection of Omega Contractors at a cost of \$1,727,423.93 for the construction of the Main Street Waterline in Glencoe.

9. NOTICE OF MOTION

Councillor Sholdice is expected to make the following notice of motion:

WHEREAS at the time of the adoption of changes to the Southwest Middlesex Procedural Bylaw in 2019, it was indicated that there would still be opportunities for councillors to offer comments and inquiries during public council meetings;

AND WHEREAS at the time the consent agenda format was adopted as a means to expedite meetings, councillors were initially informed they were welcome to pull items out of the agenda but have since been encouraged to go directly to staff, rather than bringing questions forward at public meetings;

AND WHEREAS “Announcements” has replaced the term “comments and enquiries” in the new Procedural Bylaw;

AND WHEREAS there is no definition of the term “Announcements” in the Procedural Bylaw;

AND WHEREAS, by dictionary definition, an announcement can be “a formal public statement about a fact, occurrence or intention;”

AND WHEREAS Section 12.3 (ff) of the 2019 Procedural Bylaw indicates that it is the presiding officer’s responsibility to keep the public informed, ensuring the public knows the status of the business of the meeting throughout the meeting;

AND WHEREAS the members of council are individually the direct link between ratepayers and council as a means of maintaining accountability;

AND WHEREAS meetings are the only opportunity for council members to legally share information;

AND WHEREAS every member of this council has been acclaimed or elected to represent the ratepayers of this municipality to the best of their ability;

THEREFORE councillors should be given the opportunity to represent their ratepayers with respectful comments and enquiries, as requested by ratepayers, in an effort to maintain transparent and accountable governance.

10. CORRESPONDENCE AND PETITIONS

a. Transfer Payment – OFMEM

[10 a OFMEM Southwest Middlesex - Letter of Intent](#)

#2021-

Moved by _____

Seconded by _____

THAT Council support the funds from OFMEM for increased training opportunities.

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. 2021/028

[16 2021 028 Appoint CBO and Inspectors](#)

Being a by-law to appoint a Chief Building Official and Building Inspectors for the Municipality of Southwest Middlesex.

2. By-law No. 2021/029

[16 2021 029 Appoint BLEO](#)

Being a by-law to appoint Municipal By-law Enforcement Officers for the Municipality of Southwest Middlesex.

3. By-law No. 2021/030

[16 2021 030 StrathroyCaradoc Fire Services Agreement](#)

Being a by-law to authorize the signing of an agreement between the Municipality of Strathroy-Caradoc and the Municipality of Southwest Middlesex for fire protection services.

4. By-law No. 2021/031

[16 2021 031 Mainstreet Waterline Agreement](#)

Being a by-law to authorize the signing of an agreement between the Municipality of Southwest Middlesex and Omega Contractors for the construction of the Main Street Waterline, Glencoe.

5. By-law No. 2021/032

[16 2021 032 2021 Budget](#)

Being a by-law to confirm the 2021 budget estimates of the Municipality of Southwest Middlesex and adopt tax rates to be levied by the local municipality.

6. By-law No. 2021/033

[16 2021 033 Confirming 07Apr Meeting](#)

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex on April 7, 2021.

#2021-

Moved by _____

Seconded by _____

That By-law No. 2020/028 to By-law No. 2020/033 be given first, second, third and final readings.

17. FUTURE MEETINGS (subject to change)

- April 21, 2021 – 7:00 p.m. – Council and Committee of Agenda Meeting
- May 12, 2021 – 7:00 p.m. – Council Meeting

18. ADJOURNMENT

The Mayor adjourned the meeting at _____p.m.