



**MUNICIPALITY OF SOUTHWEST MIDDLESEX  
REGULAR COUNCIL MEETING**

WEDNESDAY, JANUARY 10, 2018 1:30 PM  
Council Chambers

# **COUNCIL MINUTES**

## **SOUTHWEST MIDDLESEX COUNCIL MINUTES**

The Municipal Council of the Municipality of Southwest Middlesex met in Regular Session in the Council Chamber on January 10, 2018 at 1:30 p.m.

### **COUNCIL PRESENT:**

Mayor Vance Blackmore (Chair presiding), Councillors Doug Bartlett, Rick Cowell, John Kavelaars, Don McCallum and Martin Vink

### **REGRETS:**

Deputy Mayor Marigay Wilkins, Councillor Karen Aranha

### **STAFF PRESENT:**

CAO/Clerk - Jill Bellchamber-Glazier, Facilities & Recreation Manager – Steve MacDonald, Public Works Manager - Tara Clayton, Treasurer – Kristen McGill

### **ALSO PRESENT:**

Members of the public and press

## **1. CALL TO ORDER**

Mayor Blackmore calls the meeting to order at 1:30 p.m.

## **2. APPROVAL OF AGENDA**

#2018-0001

Moved by Councillor Kavelaars

Seconded by Councillor Bartlett

THAT the Regular Agenda of Council dated January 10, 2018 be accepted as amended to include a verbal update regarding an arena boiler under section 9 e. 1.

Carried

### **3. DISCLOSURE OF PECUNIARY INTEREST**

RE: Southwest Middlesex Council Agenda Dated Jan. 10, 2018

Item Number 16-1

Item Title Bylaw 2017/111 Zoning 217 Talbot Street Wardsville

I, Mayor Vance Blackmore, declare a potential (deemed/direct/indirect) pecuniary interest on Council Agenda Dated January 10, 2018, Item No. 16-1, Item Title 111 Zoning Amdt. 217 Talbot for the following reasons: contractor at Babcock Community Care

RE: Southwest Middlesex Council Agenda Dated Jan. 10, 2018

Item Number 16-1

Item Title Bylaw 2017/111 Zoning 217 Talbot Street Wardsville

I, Councillor Martin Vink, declare a potential (deemed/direct/indirect) pecuniary interest on Council Agenda Dated January 10, 2018, Item No. 16.1, Item Title Zoning Amdnt 217 Talbot for the following reasons: My daughter works at Babcock Nursing Home

### **4. DEPUTATIONS AND PETITIONS**

None

## **5. MINUTES OF PREVIOUS MEETINGS**

### 1. Southwest Middlesex Council Meeting Minutes – December 20, 2017

#2018-0002

Moved by Councillor McCallum

Seconded by Councillor Cowell

THAT the minutes of the meeting of Council dated December 20, 2017 be adopted as printed.

Carried

## **6. BUSINESS ARISING FROM THE MINUTES**

None

## **7. VOUCHERS**

Vouchers for December 14, 2017 to January 3, 2018 to be presented

#2018-0003

Moved by Councillor Kavelaars

Seconded by Councillor Bartlett

THAT accounts as presented by the Treasurer in the amount of \$578,664.32 be received.

Carried

## **8. ACTION CORRESPONDENCE**

None

## **9. STAFF REPORTS**

a. Fire

b. Administration

1. Municipal Asset Management Regulation

#2018-0004

Moved by Councillor Cowell

Seconded by Councillor Vink

That the Municipal Asset Management Regulation information is received.

Carried

2. Animal Control Contract

#2018-0005

Moved by Councillor Kavelaars

Seconded by Councillor Bartlett

THAT council approve the draft agreement for the services of animal control with the Glencoe Animal shelter.

Carried

3. Council Code of Conduct

#2018-0006

Moved by Councillor McCallum

Seconded by Councillor Cowell

THAT Council approve the draft Code of Conduct for Council and adopt it by by-law; and

THAT staff be directed to bring forward a draft agreement with Mark McDonald to serve as the Integrity Commissioner for Southwest Middlesex for council’s review and approval.

Carried

c. Building

d. Finance

1. Adjustment of Property Taxes – 39 06 001 030 07400

#2018-0007

Moved by Councillor Cowell

Seconded by Councillor McCallum

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-001-030-07400-0000 by \$59.00 in accordance with MPAC's recommendation.

Carried

2. Adjustment of Property Taxes – 39 06 001 030 06001

#2018-0008

Moved by Councillor Kavelaars

Seconded by Councillor Bartlett

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-001-030-06001-0000 by \$71.00 in accordance with MPAC's recommendation.

Carried

3. Adjustment of Property Taxes – 39 06 001 060 05800

#2018-0009

Moved by Councillor Vink

Seconded by Councillor Cowell

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-001-060-05800-0000 by \$886.00 in accordance with MPAC's recommendation.

Carried

4. Adjustment of Property Taxes – 39 06 000 070 03602

#2018-0010

Moved by Councillor Bartlett

Seconded by Councillor Kavelaars

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-000-070-03602-0000 by \$249.00 in accordance with MPAC's recommendation.

Carried

e. Facilities and Recreation

Verbal Update from Steve MacDonald, Facilities and Recreation Manager, RE Boiler Replacement at Glencoe Arena

Mr. MacDonald noted that a 42 year old boiler unit had a major leak which was discovered by staff over the Christmas Holidays during their regular checks. Staff undertook to have repairs completed and worked with Gerber Electric for a new system. The procurement policy allows for emergency sole sourcing. The final work was completed January 9, 2018. The estimate is approximately \$17000 with potential rebate of \$2000. There is an expectation for improved efficiency for the new system.

#2018 - 0011

Moved by Councillor McCallum

Seconded by Councillor Cowell

That the verbal report from the Facilities and Recreation Manager regarding the emergency repairs for the arena boiler be received for information.

Carried

f. Public Works

1. Glencoe Storm Water Outlet Drain

#2018-0012

Moved by Councillor McCallum

Seconded by Councillor Kavelaars

THAT Council accepts the Petition for Drainage Works and appoints Spriet Engineering under Section 4 of the Drainage Act to examine the area and produce a report to council on this matter.

Carried

2. Pilkington Petition (James Court Outlet Drain)

#2018-0013

Moved by Councillor McCallum

Seconded by Councillor Kavelaars

THAT Council accepts the Petition for Drainage Works and appoints Spriet Engineering under Section 4 of the Drainage Act to examine the area and produce a report to council on this matter.

Carried

3. West Lorne Water Reservoir – Outlet Replacement Tender Results

#2018-0014

Moved by Councillor McCallum

Seconded by Councillor Bartlett

THAT Council authorize the CAO/Clerk to award the West Lorne Water Reservoir Repair Project to Omega Contractors.

Carried

**10. REPORTS OF COMMITTEES**

1. LTVCA Board of Directors Meeting Minutes – December 14, 2017

#2018-0015

Moved by Councillor Kavelaars

Seconded by Councillor Cowell

THAT the LTVCA Board of Directors Meeting Minutes dated December 14, 2017 are received.

Carried

**11. UNFINISHED BUSINESS**

None

## **12. INFORMATION CORRESPONDENCE**

1. 2017 MPAC Year-End Assessment Report for the 2018 Tax Year
2. Minister of Finance letter concerning the federal legalization of cannabis
3. Ministry of Municipal Affairs letter concerning Bill 59, Putting Consumers First Act
4. Passing of Bill 139 – the Building Better Communities and Conserving Watersheds Act, 2017
5. 2018 AMO Membership renewal letter
6. Agricultural Drainage Infrastructure Program Information for 2018/2019
7. Upcoming Drainage Courses and Tile Loan Program Information for 2018/2019
8. SWIFT Newsletter – Canada’s largest, publicly funded, regional broadband project prepares for construction

#2018-0016

Moved by Councillor Cowell

Seconded by Councilor Bartlett

THAT the information correspondence items are received and filed.

Carried

## **13. COUNCILLORS COMMENTS AND ENQUIRIES**

Members of Council made inquiries and comments regarding security for building materials of the library building; notification processes for garbage collection and options for consideration; garbage collection delays; compliments to public works for road cleaning. The Mayor acknowledged the resignation and offered congratulations to the Public Works Manager.

## **14. NOTICE OF FUTURE MEETINGS (subject to change)**

- January 24, 2018 – Council – 7:00 p.m.
- January 31, 2018 – Planning – 7:00 p.m.

## **15. CLOSED SESSION (Committee of the Whole)**

#2018-0017



Moved by Councillor Kavelaars

Seconded by Councillor Cowell

THAT Council go into closed session, at 2:46 p.m., as per subsection 239(2) of the Municipal Act, 2001, to consider the following:

Labour relations or employee negotiations

Specifically the matter relates to the following:

SWM Public Works Department

### **Rise and Report**

Council returned to open session at 4:02 p.m.

#2018-0018

Moved by Mayor Blackmore

Seconded by Councillor Cowell

THAT a closed session meeting was held and only closed session items identified were discussed in closed session;  
and THAT the CAO-Clerk was provided direction to engage a temporary public works manager.

Carried

## **16. BY-LAWS**

1. By-law No. 2017/111 – third reading only

Being a by-law to change the zoning of the lands within the Municipality of Southwest Middlesex from the Future Residential Holding 2 (FR-H-2) Zone to the Residential First Density One Site-Specific 5 ((R1(1)-5) Zone and the Institutional Site-Specific 1 Holding 9 (I-1-H-9) Zone

2. By-law No. 2018/001

Being a municipal by-law for borrowing current expenditures.

3. By-law No. 2018/002  
Being a by-law to provide for Interim Tax Levies for the year 2018
4. By-law No. 2018/003  
Being a by-law to provide for the collection of the cost of construction of the Government #1 Drain
5. By-law No. 2018/004  
Being a by-law to authorize certain new capital works of the Corporation of the Municipality of Southwest Middlesex (The "Municipality"); to authorize the submission of an application to Ontario Infrastructure and Lands Corporation ("OILC") for financing such capital works (Glencoe Comprehensive Library); to authorize temporary borrowing from OILC to meet expenditures in connection with such works; and to authorize long-term borrowing for such works through the issue of debentures to the OILC
6. By-law No. 2018/005  
Being a by-law to authorize the signing of an agreement between the Municipality of Southwest Middlesex and the Glencoe Animal Shelter to provide services of Animal Control Officer for the Municipality
7. By-law No. 2018/006  
Being a by-law to establish a Council Code of Conduct Policy
8. By-law No. 2018/007  
Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (January 10, 2018)

Having declared a pecuniary interest, Mayor Blackmore and Councillor Vink recused themselves from the vote on By-law 2017/111. Councillor McCallum took over as Chair of the meeting for the purpose of the vote. After the vote, Mayor Blackmore resumed as Chair.

#2018-0019

Moved by Councillor Cowell

Seconded by Councillor Bartlett

That By-law No. 2017/111 be read a third and final time.

Carried

#2018-0020

Moved by Councillor Cowell

Seconded by Councillor McCallum

That By-laws No. 2018/001 to By-law No. 2018/007 be given first and second and third reading and finally passed.

Carried

## **17. ADJOURNMENT**

The Mayor adjourned the meeting at 4:07 p.m.

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Mayor

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CAO/Clerk