



**MUNICIPALITY OF SOUTHWEST MIDDLESEX
REGULAR COUNCIL MEETING**

WEDNESDAY, JUNE 6, 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 June 6, 2018 at 1:30 p.m.

COUNCIL PRESENT:

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

REGRETS:

STAFF PRESENT:

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

ALSO PRESENT:

Durk Vanderwerff, Director of Planning, County of Middlesex

Stephanie Poirier, Planner, County of Middlesex

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

#2018-0213

Moved by Councillor Kavelaars

Seconded by Councillor Aranha

THAT the Regular Agenda of Council dated June 6, 2018 be approved with the following amendment:

That Item 9.b.1. be taken after section 3.

Carried

3. DISCLOSURE OF PECUNIARY INTEREST

None declared at the beginning of the meeting.

During discussion on Item 4 Councillor Martin Vink declared the following:

RE: Southwest Middlesex Council Dated June 6/18

Item 4

Item Title Fence By-law

I, Councillor Martin Vink, declare a potential pecuniary interest on Council Agenda Date Jun 6/18, Item No. 4 , Item Title Fence Bylaw for the following reasons:

Member of St. Vincent De Paul Board which is situated right across from this property. Also am trustee of St. Vincent De Paul property.

9

b. Administration

1. Redline Amendment to Draft Plan of Subdivision (39T-90011) Tanya Drive Subdivision – Phase Two

#2018-0214

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT Council support the minor redline amendment request to the Draft Plan of Subdivision (39T-90011) for lands owned by Utopia Custom Homes Inc.; and

THAT Council does not require a public meeting for the minor changes; and further

THAT Council support the revised Draft Plan Conditions.

Carried

4. DEPUTATIONS AND PETITIONS

1:30 p.m. – Christene Scrimgeour – 2017 Financial Statement Presentation

#2018-0215

Moved by Councillor Kavelaars

Seconded by Councillor McCallum

That Council approve the draft financial statements for the year ended December 31, 2017 as presented by Scrimgeour & Company and recognizes the Independence Letter presented to Council by Scrimgeour & Company.

Carried

5. MINUTES OF PREVIOUS MEETINGS

1. Southwest Middlesex Council Meeting Minutes – May 23, 2018

#2018-0216

Moved by Deputy Mayor Wilkins

Seconded by Councillor Cowell

THAT the minutes of the meeting of Council dated May 23, 2018 be adopted as printed.

Carried

6. BUSINESS ARISING FROM THE MINUTES

Councillor Vink inquired about the potential to reconsider a matter related to tax relief from the previous meeting.

7. VOUCHERS

Vouchers for May 17 to 30, 2018 to be presented

#2018-0217

Moved by Councillor Bartlett

Seconded by Councillor Cowell

THAT accounts as presented by the Treasurer in the amount of \$227,575.09 be received.

Carried

8. ACTION CORRESPONDENCE

None

9. STAFF REPORTS

a. Fire

1. Establishment of a Fire Department Chaplaincy

#2018-0218

Moved by Deputy Mayor Wilkins

Seconded by Councillor Cowell

THAT Council approve the establishment of a chaplaincy program by adding a Chaplain rank to the SWM Fire Department.

AND Council approve a yearly Chaplain stipend of \$200.00 to be distributed in December with the fire department payroll disbursement.

AND Council approve an initial, one-time clothing disbursement of \$200.00 to purchase a fire department, weatherproof jacket identified with the word "Chaplain".

AND Council approve the hiring of Reverend Michael Burns from the Burns Presbyterian Church, Mosa, as SWM Fire Department Chaplain.

AND THAT Reverend Michael Burns and Heather Scott are approved to attend Critical Incident Stress Management Group Crisis Intervention & Assisting Individuals in Crisis.

Carried

2. Purchase of Compressed Air Filtration System

#2018-0219

Moved by Councillor Cowell

Seconded by Councillor Bartlett

THAT the report "Purchase of Compressed Air Filtration System" is received.

Carried

Council recessed at 2:46 p.m.

Council resumed at 2:53 p.m.

3. Municipal Election Accessibility Plan

#2018-0220

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT the Southwest Middlesex 2018 Election Accessibility Plan is received.

Carried

4. Health and Safety Action Plan Updates

#2018-0221

Moved by Councillor Cowell

Seconded by Councillor Kavelaars

THAT the health and safety action plan report be received for information.

Carried

5. Fence By-law - Request for Exemption

#2018-0222

Moved by Councillor Kavelaars

Seconded by Councillor Aranha

THAT the request for an exemption to the 6-foot height restriction for the fence at 214 Victoria Street, Glencoe be denied.

Defeated

#2018-0223

Moved by Deputy Mayor Wilkins

Seconded by Councillor McCallum

THAT the consideration for an exemption for the height of the fence be deferred to next meeting.

Carried

6. Sportsmen's Club Agreement Renewal Request

#2018-0224

Moved by Deputy Mayor Wilkins

Seconded by Councillor McCallum

THAT council pass a by-law authorizing the Mayor and CAO-Clerk to enter into an agreement with the New West Middlesex Sportsmen's Club for the rental of municipal lands at 3945 Trillium Drive for a period of five years.

Carried

b. Building

c. Finance

1. Asset Management Software

#2018-0225

Moved by Councillor Aranha

Seconded by Deputy Mayor Wilkins

THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Asset Management Systems and Program Development in Southwest Middlesex.

AND THAT the Municipality of Southwest Middlesex commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Asset Management Policy Development and Maturity Assessment Report
- Asset Management and Capital Planning Software Modules

Implementation and Training on Asset Management and Capital Planning Software Modules

AND THAT the Municipality of Southwest Middlesex commits \$13,625 from reserves toward the cost of this initiative.

Carried

2. Disposition of Property

#2018-0226

Moved by Councillor Vink

Seconded by Councillor McCallum

THAT council declare surplus the unopened road allowance at Oliver Street in Middlemiss.

AND THAT council direct the Treasurer to sell roll# 39-06-004-001-14700, 39-06-004-001-08700, and the unopened road allowance at Oliver Street in Middlemiss.

Carried

d. Facilities and Recreation

1. Future Use – Current Glencoe Library

#2018-0227

Moved by Deputy Mayor Wilkins

Seconded by Councillor Cowell

THAT council approves the Glencoe District Historical Society’s request to move into the building at 178 McKellar Street Glencoe once vacated;

AND THAT council declare surplus and approve the sale of 247 Main Street in Glencoe.

Carried

e. Public Works

1. Switzer, Request for Engineer – Section 78

#2018-0228

Moved by Councillor Vink

Seconded by Councillor McCallum

THAT council deny the request for the appointment of an engineer under Section 78 of the Drainage Act.

Carried

10. REPORTS OF COMMITTEES

None

11. UNFINISHED BUSINESS

None

12. INFORMATION CORRESPONDENCE

1.Thames-Sydenham and Region First Annual Progress Report Released

2.SWIFT News:

1. SWIFT Partners with CIRA to Measure Internet Performance
2. Making #BroadbandForEveryone an Election Priority

3. Resolution from Quinte West concerning Cannabis Legislation

#2018-0229

Moved by Councillor Cowell

Seconded by Councillor Bartlett

That the information correspondence items are received and filed.

Carried

13. COUNCILLORS COMMENTS AND ENQUIRIES

Council members made comments and inquiries about the following items: progress reports on public works projects requested to be reinstated; library construction project contract; gravel work and road maintenance; music at the station during the summer months; request for financial assistance from previous meeting; and status of dust suppressant.

14. NOTICE OF FUTURE MEETINGS (subject to change)

- June 20, 2018 – Council – 7:00 p.m.
- June 9, 2018 – Library Committee – 1 p.m.
- June 27, 2018 – Council/Planning – 7:00 p.m.

15. CLOSED SESSION (Committee of the Whole)

#2018-0230

Moved by Councillor Cowell

Seconded by Deputy Mayor Wilkins

THAT Council go into closed session, at 4:17 p.m., as per subsection 239(2) of the Municipal Act, 2001, to consider the following:

- a. Personal matters about an identifiable individual, including municipal or local board employees;

b. Labour relations or employee negotiations

Specifically the matter relates to the following:

Personnel matter related to administrative staff
Carrie

#2018-0231

Moved by Deputy Mayor Wilkins

Seconded by Councillor McCallum

THAT Council return to open session at 4:32 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

a. Outline direction provided

Carried

16. BY-LAWS

1. By-law No. 2018/044

Being a by-law to authorize the Mayor and the CAO-Clerk to enter into a lease agreement with the New West Middlesex Sportsmen's Club at 3945 Trillium Drive

2. By-law No. 2018/045

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (June 6, 2018)

#2018-0232

Moved by Councillor McCallum

Seconded by Councillor Cowell

That By-law No. 2018/044 to By-law No. 2018/045 be given first, second and third and final readings.

Carried

17. ADJOURNMENT

The Mayor adjourned the meeting at 4:32 p.m.

Mayor

CAO/Clerk