



**MUNICIPALITY OF SOUTHWEST MIDDLESEX  
REGULAR COUNCIL MEETING**

WEDNESDAY, JANUARY 9, 2019 1:30 PM  
Council Chambers

# **COUNCIL MINUTES**

## **SOUTHWEST MIDDLESEX COUNCIL MINUTES**

The Municipal Council of the Municipality of Southwest Middlesex will meet in Regular Session in the Council Chamber on January 9, 2019 at 1:30 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

### **STAFF PRESENT:**

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

### **ALSO PRESENT:**

Bill Rayburn, CAO, County of Middlesex

Gabe Metron, PSD

Members of the public and press

## **1. CALL TO ORDER**

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

## **2. APPROVAL OF AGENDA**

#2019-0001

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT the Regular Agenda of Council dated January 9, 2019 be accepted, with the following additions:

- Updated results for the survey related to item 9 b. 1 – Cannabis Retail Storefronts – opting in vs. opting out
- Verbal presentation from Facilities and Recreation Manager regarding Air Quality at 153 McKellar Street

Carried

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

None declared

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

- Bill Rayburn – Middlesex County – Roles/Responsibilities Orientation
- Gabe Metron from PSD – Asset Management Orientation

Deputy Mayor Wilkins left the meeting at 2:59 p.m.

Deputy Mayor Wilkins returned at 3:02 p.m.

Council recessed at 3:03 p.m.

Council resumed at 3:10 p.m.

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

1. Southwest Middlesex Council Special Meeting Minutes – December 19, 2018

#2019-0002

Moved by Deputy Mayor Wilkins

Seconded by Councillor Cowell

THAT the minutes of the special meeting of Council dated December 19, 2018 be adopted as printed.

Carried

2. Southwest Middlesex Council Meeting Minutes – December 19, 2018

#2019-0003

Moved by Councillor Vink

Seconded by Councillor Carruthers

THAT the minutes of the meeting of Council dated December 19, 2018 be adopted as printed.

Carried

**6. BUSINESS ARISING FROM THE MINUTES**

None

**7. VOUCHERS**

Vouchers for December 14, 2018 to January 2, 2019 to be presented

#2019-0004

Moved by Councillor Bartlett

Seconded by Councillor Carruthers

THAT accounts as presented by the Treasurer in the amount of \$320,583.67 be received.

Carried

**8. ACTION CORRESPONDENCE**

None

**9. STAFF REPORTS**

a. Fire – No Reports

b. Administration

1. Retail Sales of Cannabis – Opt-in vs. Opt-out

#2019-0005

Moved by Councillor Sholdice

Seconded by Councillor Bartlett

THAT the Council of Southwest Middlesex opt-out of having cannabis retail stores located within the municipal boundary; and further

THAT Council revisit the decision to opt-out within a one-year period.

Defeated

#2019-0006

Moved Deputy Mayor Wilkins

Seconded Councillor Cowell

THAT the Council of Southwest Middlesex opt-in and staff be directed to advise the Alcohol and Gaming Commission of Ontario (AGCO) that Southwest Middlesex supports retail cannabis storefronts with the Municipality; and

THAT staff be delegated the responsibility to provide comments to the AGCO on behalf of the Municipality of Southwest Middlesex with respect to any store license application that does not meet the public interest of the Municipality.

Defeated

2. Human Resources Policy – Draft Fitness to Work Policy

#2019-0007

Moved by Councillor Vink

Seconded by Councillor Sholdice

THAT Council approve and adopt the Fitness for Work Policy HR-005; and

THAT department heads be directed to communicate the new policy to all staff and contractors; and further

THAT all staff be directed to acknowledge that they have read the Fitness to Work Policy.

Carried

3. Election Accessibility

#2019-0008

Moved by Deputy Mayor Wilkins

Seconded by Councillor Cowell

THAT the 2018 Election report on Accessibility is received.

Carried

4. Council Meeting Schedule

#2019-0009

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT the 2019 Council Meeting Calendar is approved as presented.

Carried

#2019-0010

Moved by Councillor Cowell

Seconded by Deputy Mayor Wilkins

That council direct staff to prepare a report to consider having all evening meetings for council.

Carried

c. Building  
No Reports

d. Finance  
No Reports

e. Facilities and Recreation

Verbal Report from Steve MacDonald, Facilities and Recreation Manager, regarding Air Quality Concerns at 153 McKellar Street, Glencoe. The report noted that air sampling has been undertaken, and that test results indicate further action is required. Council will be provided with a further written report and the 2019 proposed budget allocates an amount to accommodate testing and potential remediation and other responses.

#2019-0011

Moved by Councillor Bartlett

Seconded by Councillor Cowell

THAT the verbal report regarding Air Quality Concerns at 153 McKellar Street, Glencoe be received.

Carried

f. Public Works

1. Request for Drainage Works pursuant to section 78 of the Drainage Act – Switzer Drain

#2019-0012

Moved by Councillor McGill

Seconded by Councillor Vink

THAT the Drainage Superintendent be instructed to hold a Project Scoping Meeting to receive comments and input on the attached Section 78 request.

THAT the Drainage Superintendent consult with the Lower Thames Valley Conservation Authority and the Department of Fisheries and Oceans to ascertain if there are significant environmental concerns to the request.

THAT the Drainage Superintendent report back to council after these items have been completed.

Carried

#2019-0013

Moved by Councillor Vink

Seconded by Councillor Carruthers

THAT the meeting be extended to 5:20 p.m.

Carried

## **10. REPORTS OF COMMITTEES**

None

## **11. UNFINISHED BUSINESS**

None

## **12. INFORMATION CORRESPONDENCE**

1. Communities across Canada receive support for green innovation, climate change and resiliency, and infrastructure planning initiatives (\$50,000.00 received by Southwest Middlesex for asset management)
2. County of Middlesex Economic Development 4<sup>th</sup> Quarter Report
3. 2018 Southwest Middlesex Municipal School Board Election Statistics
4. Electronic Voting in Municipal Elections
5. Request for Expression of Interest to fill Vacancies on the 2018-2020 AMO Board of Directors
6. Glencoe & District Historical Society Winter 2018 Newsletter

#2019-0014

Moved by Councillor Bartlett

Seconded by Councillor Cowell

That the information correspondence items are received and filed.

Carried

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

Councillors made comments and inquires regarding the following: council remuneration; garbage collection with no bag tags; opportunities for improvements at the transfer station

at Trillium Drive; investigation of the integrity commissioner; opportunities for spring clean-up and waste removal.

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

- January 16, 2019 – Facilities Tour and Operating Budget starting at 10:00 a.m.
- January 23, 2019 – Operating Budget – 4:30 p.m. to 6:30 p.m.
- January 23, 2019 – Council – 7:00 p.m.
- January 30, 2019 – Council/Planning – 7:00 p.m.
- February 6, 2019 – Council including Budget Wrap-Up – 1:30 p.m.
- February 6, 2019 – Operating Budget – 7:00 p.m.

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

Closed session not anticipated

#### **16. BY-LAWS**

1. By-law No. 2018/071 - 3<sup>rd</sup> reading only

##### 16 01 Jacobsen Drain 2018 071

Being a by-law to provide for drainage works in the Municipality of Southwest Middlesex, in the County of Middlesex, being the Jacobsen Municipal Drain

2. By-law No. 2018/072

##### 16 02 Dieleman Drain 2018 072 -3<sup>rd</sup> reading only

Being a by-law to provide for drainage works in the Municipality of Southwest Middlesex, in the County of Middlesex, being the Dieleman Municipal Drain

3. By-law No. 2019/001

##### 16 03 Borrowing Bylaw

Being a municipal by-law for borrowing for current expenditures

4. By-law No. 2019/002

##### 16 04 Interim Tax Levy

Being a by-law to provide for Interim Tax Levies for the year 2019

5. By-law No. 2019/003

##### 16 05 Confirming January 9 Mtg



Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (January 9, 2019)

#2019-0015

Moved by Councillor Cowell

Seconded by Councillor Carruthers

THAT By-law No. 2018/071 and By-law No. 2018/072 be given third and final readings

And

THAT By-law No. 2019/001 to By-law No. 2019/003 be given first, second, third and final readings.

## **17. ADJOURNMENT**

The Mayor adjourned the meeting at 5:19 p.m.

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Mayor

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CAO/Clerk