



**MUNICIPALITY OF SOUTHWEST MIDDLESEX  
REGULAR COUNCIL MINUTES**

WEDNESDAY, APRIL 3, 2019 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 April 3, 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

### **ALSO PRESENT:**

Middlesex County Warden Kurtis Smith, Middlesex County CAO Bill Rayburn, Middlesex County Accessibility Coordinator Sam McFarlane, Doug Reycraft, 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**

#2019-0178

Moved by Councillor Bartlett

Seconded by Councillor Carruthers

THAT the Regular Agenda of Council dated April 3, 2019 be accepted as presented.

Carried

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

Councillor Mike Sholdice declared a pecuniary interest:

RE: Southwest Middlesex Council Agenda dated April 3, 2019

Item Number: 7.999998

Item Title: Refund Demolition Deposit

I, Councillor Mike Sholdice, declare a potential direct pecuniary interest on Council Agenda dated April 3/19, Item No. 7.999998 Item Title Refund Demolition Permit for the following reasons: Involved with construction

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

- Warden Kurtis Smith and CAO Bill Rayburn – Middlesex County Update:
  - Fire Inspection Services
  - Broadband infrastructure
  - Taxation distribution
  - County Council Building – location
  - Demographic Changes within the County
  - Efficiencies and effectiveness, service delivery
  - Ambulance Dispatch
  - Service transformation, working with local municipalities
  - Transit pilot project
  - Comprehensive library review
  - Introduction of Courtney Joris, new Librarian at the Glencoe Comprehensive Library
  - Succession planning for senior management at County
  - HR services review
  - 2019 budget approved
  
- Sam McFarlane, Accessibility Coordinator – Middlesex County:
  - Orientation re: Accessibility
  - Accessibility for Ontarians with Disability Act (AODA) overview
  - On-line Training module launch

- Doug Reycraft – Communities in Bloom
  - Proposal for new location of proposed Arboretum and Dog Park

**5. MINUTES OF PREVIOUS MEETINGS**

1. Southwest Middlesex Council Meeting Minutes – March 27, 2019

#2019-0179

Moved by Councillor McGill

Seconded by Councillor Carruthers

THAT the minutes of the meeting of Council dated March 27, 2019 be adopted as printed.

Carried

**6. BUSINESS ARISING FROM THE MINUTES**

None

**7. VOUCHERS**

#2019-0180

Moved by Councillor Vink

Seconded by Councillor Bartlett

THAT accounts as presented by the Treasurer in the amount of \$262,218.01 be received.

Carried

**8. ACTION CORRESPONDENCE**

None

**9. STAFF REPORTS**

- a. Fire

None

- b. Administration

1. Limerick Landfill

#2019-0181

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT Council receive the 2019 Limerick Landfill report.

Carried

Council recessed at 3:22 p.m.

Council resumed at 3:34 p.m.

2. Chief Building Official – Building Services

#2019 –0182

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT staff be directed to send correspondence to the councils of Adelaide Metcalfe and North Middlesex related to the partnership opportunities for a shared building services department request a response within a month; and

THAT staff be directed to negotiate a three-month extension with Lambton County.

Carried

3. Sensitivity Training

#2019-0183

Moved by Mayor Mayhew

Seconded by Councillor Vink

THAT Council receive the sensitivity training report for information.

Carried

c. Building

None

d. Finance

1. March 2019 Variance Report

#2019-0184

Moved by Councillor Carruthers

Seconded by Councillor Bartlett

THAT Council receive the March 2019 variance report.

Carried

2. Tax Adjustment #3 and #4

#2019-0185

Moved by Deputy Mayor Wilkins

Seconded by Councillor Cowell

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-000-050-14100-0000 by \$2,059.00 in accordance with MPAC's recommendation; and

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-008-010-47008-0000 by \$175.00 in accordance with MPAC's recommendation.

Carried

4. Dog Tagging

#2019-0186

Moved by Councillor Cowell

Seconded by Councillor Carruthers

THAT council direct the Treasurer to contract Glencoe Animal Shelter to provide dog tagging services in 2019.

Carried

5. 2019 Utility Budget

#2019-0187

Moved by Councillor Carruthers

Seconded by Councillor Vink

THAT Council approve the 2019 Utility Budget.

Carried

#2019-0188

Moved by Deputy Mayor Wilkins

Seconded by Councillor Carruthers

THAT Council extend the curfew for the meeting.

Carried

e. Facilities and Recreation

1. Glencoe Agricultural Society Agreement

#2019-0189

Moved by Councillor Cowell

Seconded by Deputy Mayor Wilkins

THAT Council approves that the attached “Agreement (Option #2)” be entered into between SWM and the Glencoe Agricultural Society (Ag Society), including an adjustment to the annual grant provided by SWM to the Ag Society from \$8,000.00 per year to “\$16,000.00 per year, indexed annually for the cost of inflation.”

Carried

2. Staffing Recommendations – Aquatics

#2019-0190

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT Council accept the recommendation of the interview committee to offer employment (subject to completion of the required qualifications) with wages as per the SWM Part-Time/Casual pay grid to:

- Tyson Haggith – Supervisor (6<sup>th</sup> year at SWM Pool)
- Emilee Power – Assistant Supervisor (4<sup>th</sup> year at SWM Pool)
- Sam Cormier – Assistant Supervisor (3<sup>rd</sup> year)
- Serenity Brown – Full Time Guard/Instructor (2<sup>nd</sup> year)
- Alyssa Garrison – Full Time Guard/Instructor (2<sup>nd</sup> year)

- Elyssa Caron – Full Time Guard/Instructor (2<sup>nd</sup> year)
- Jillian Bartlett - Full Time Guard/Instructor (1<sup>st</sup> year)
- Hunter Brown - Part Time Guard/Instructor (1<sup>st</sup> year)
- Madelyn Schalk - Part Time Guard/Instructor (1<sup>st</sup> year)
- Kyle Lalich – On Call Guard/Instructor (5<sup>th</sup> year)

Carried

3. Canada Day Committee – Free Swims

#2019-0191

Moved by Councillor Bartlett

Seconded by Councillor Carruthers

THAT Council approves to have the evening public swim scheduled for Canada Day to be a free swim as well (in addition to the afternoon free swim which was approved earlier this year).

Carried

4. Faith Pentecostal Assembly Request – Tartan Days

#2019-0192

Moved by Councillor Carruthers

Seconded by Councillor McGill

THAT Council approves free use of the Glencoe Arena as a back-up location for the Faith Pentecostal Assembly to host their “Family Fun Zone” on Saturday July 20, 2019 (Tartan Days weekend) in the event of an unfavorable weather forecast.

Carried

5. Celebrate Community Committee Request – Halloween

#2019-0193

Moved by Councillor Carruthers

Seconded by Councillor McGill

THAT Council allows the Celebrate Community Committee to have free use of the train station from Friday October 25 to Thursday October 31, 2019, in order to host a Halloween event for the community.

Carried

6. Commonwealth Dog Park of SWM – New Location Options

#2019-0194

Moved by Councillor Cowell

Seconded by Deputy Mayor Wilkins

THAT Council directs staff to hold a public meeting for further discussion and input before finalizing the new site.

Carried

#2019-0195

Moved by Deputy Mayor Wilkins

Seconded by Councillor Carruthers

THAT the public meeting on the location of the dog park be held April 10, 2019.

Carried

f. Public Works

1. Miller Drain – Procurement Procedure

#2019-0196

Moved by Deputy Mayor Wilkins

Seconded by Councillor Carruthers

THAT the requirements of the competitive process for the Miller Drain tender be waived under the authority of the Council of the Municipality of Southwest Middlesex for the following reasons:

- The work is a continuation of the 2016 Miller Drain enclosure which has just recently been completed.
- The contractor who completed the 2016 Miller Drain enclosure is a qualified contractor.
- Utilizing the Negotiated Method of procuring services for this project will provide efficiency and cost savings.

That the competitive process will be replaced by the Negotiated Method with the contractor who completed the 2016 Miller Drain.



That staff be authorized to confer with the contractor who completed the 2016 Miller Drain enclosure and enter into a contract for construction of the Miller Drain as per the March 4, 2019 Spriet Engineering report providing the contractor's quoted price for the project is equal to or less than the engineer's estimated cost as stated in the report.

Carried

2. Purchase of AMI Pavement Edger

#2019-0197

Moved by Councillor McGill

Seconded by Councillor Vink

That Council approves the quote as provided by Viking Cives for the purchase of a AMI Pavement Edger in the amount of \$8,250 excluding taxes.

AND that council waives the public purchasing process as Viking Cives is the sole supplier of the AMI Pavement Edger.

Carried

**10. REPORTS OF COMMITTEES**

None

**11. UNFINISHED BUSINESS**

None

**12. INFORMATION CORRESPONDENCE**

1. Thames Valley District School Board – Notice of Facility Collaboration and Co-Build Opportunities

2. Lake of Bays resolution – “Investing in Canada Infrastructure Program”

#2019-0198

Moved by Councillor Bartlett

Seconded by Councillor Carruthers

That the information correspondence items are received and filed.

Carried

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

- Members of Council had comments and inquiries about the following:
  - Sunday Hunting; Tax Ratios; Use of Surveys for Feedback; Communications Approvals Process
- Councillor Cowell gave Notice of Motion for future meeting regarding the hiring of staff to request clarification of role of department heads in hiring staff.
- Councillor Sholdice gave Notice of Motion for a future meeting regarding tendering out the contract work for the Waste Management

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

- April 5, 2019 – Economic Development Meeting – 1:30 p.m.
- April 17, 2019 – Council – 7:00 p.m.
- April 24, 2019 – Planning/Council – 7:00 p.m.
- May 1-3, 2019 – OSUM
- May 6, 2019 – Strategic Planning – 7:00 p.m.
- May 8, 2019 – Council – 1:30 p.m.

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

Closed session not anticipated.

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

#### **1. By-law No. 2019/041**

Being a by-law authorizing the Mayor and the CAO-Clerk to execute an agreement with the Glencoe Agricultural Society

#### **2. By-law No. 2019/042**

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (April 3, 2019)

#2019-0199

Moved by Councillor Vink

Seconded by Councillor Bartlett

That By-law No. 2019/041 to By-law No. 2019/042 be given first, second, third and final readings.

Carried

**17. ADJOURNMENT**

The Mayor adjourned the meeting at 5:23 p.m.

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Mayor

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CAO/Clerk