



**MUNICIPALITY OF SOUTHWEST MIDDLESEX
REGULAR COUNCIL MEETING**

WEDNESDAY, DECEMBER 11, 2019 7:00 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 December 11, 2019 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

STAFF PRESENT:

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

ALSO PRESENT:

Members of the public and press

1. CALL TO ORDER

Mayor Mayhew calls the meeting to order at 7:00 p.m.

The Mayor announced that the was being recorded, as per the municipal recording policy.

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None declared

3. ADDITIONS TO THE AGENDA

#2019-0606

Moved by Councillor Vink

Seconded by Councillor Carruthers

THAT the Regular Agenda of Council dated December 11, 2019 be accepted with the following addition:

- By-law enforcement
- Video recording of meetings

Carried

4. DELEGATIONS AND PRESENTATIONS

None declared

5. CONSENT AGENDA

- 5.1 Minutes – Regular Council Meeting – December 4, 2019
- 5.2 County of Middlesex Warden Cathy Burghardt-Jesson
- 5.3 Tourism Marketing Opportunities with SWOTC – Co-op Marketing Opportunities
- 5.4 Conservation Authorities – Backgrounder (November 2019)
- 5.5 Minister of Colleges and Universities letter concerning postsecondary education
- 5.6 FCHS Foundation *Pulse* newsletter
- 5.7 Township of Greater Madawaska resolution concerning electronic delegations

#2019-0607

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT the council for the Municipality of Southwest Middlesex receives Consent Agenda Items 5.1 through 5.8 as information, and approve the regular council minutes dated December 4, 2019.

Carried

6. COMMITTEE OF ADJUSTMENT

None

7. PUBLIC MEETINGS

None

8. STAFF REPORTS

a. Fire – No Reports

b. Administration

1. Council Highlights

#2019-0608

Moved by Councillor McGill

Seconded by Councillor Carruthers

THAT staff be directed to undertake a communications pilot project beginning January 2020 which includes:

- council highlights following regular council meetings, to be included on the news page of the municipal website and the municipal Facebook page, with statistics from the website and Facebook page; and
- a quarterly printed document distributed by direct mail-out to SWM households;

AND, THAT staff be directed to report back on the pilot project and present a Municipal Communications Strategy to council in Spring 2020.

Recorded Vote

Councillor McGill – Yes

Councillor Carruthers – Yes

Councillor Cowell – Yes

Councillor Vink – Yes

Councillor Bartlett – Yes

Councillor Sholdice – No

Deputy Mayor Wilkins – Yes

Mayor Mayhew – Yes

Carried

2. Record Information Management Policy

#2019-0609

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT Council approve the Records Information Management Policy and adopt the Records Management By-law.

Carried

3. SWM Economic Development Terms of Reference Review

#2019-0610

Moved by Councillor Cowell

Seconded by Deputy Mayor Wilkins

THAT Council maintain the current membership of the economic development committee for the 2018-2022 term; and

THAT the Mayor be appointed to serve as the committee chair for the term of the committee.

Carried

c. Building

1. November 2019 Building Report

#2019-0611

Moved by Councillor Cowell

Seconded by Councillor Carruthers

THAT the November 2019 Building report is received.

Carried

- d. Finance – No Reports
- e. Facilities and Recreation – No Reports
- f. Public Works
- 1. Appointment of Engineer – Frederick Marsh Drain

#2019-0612

Moved by Deputy Mayor Wilkins

Seconded by Councillor Vink

THAT council appoint Spriet Engineering under Section 78 of the Drainage Act to prepare a report on the Frederick Marsh Drain as described in the Section 78 request.

Carried

- 2. Appointment of Engineer – Section 4 Petition, Lot 7, Con 1

#2019-0613

Moved by Councillor Carruthers

Seconded by Councillor McGill

THAT council appoint Spriet Engineering under Section 4 of the Drainage Act to make an examination of the area requiring drainage as described in the petition (Lot 7, Con 1, former Mosa Twp.) and to prepare a report.

Carried

- 3. City of London, Long Term Waste Management Planning

#2019-0614

Moved by Councillor McGill

Seconded by Deputy Mayor Wilkins

THAT council supports the efforts of the City of London regarding two Major Waste Management Projects;

AND THAT the CAO/Clerk notify the City of London that Southwest Middlesex wishes to remain included in the City of London's Service Area of any new Waste Disposal Facility.

AND THAT Southwest Middlesex may consider using the facility depending on the cost.
Carried

New Business – Development Charges
#2019-0615

Moved by Councillor Cowell

Seconded by Deputy Mayor Wilkins

THAT staff be directed to prepare a report on options for pursuing development charges.

Carried

9. NOTICE OF MOTION

None

10. CORRESPONDENCE AND PETITIONS

1. Request for refund of planning application fees

#2019-0616

Moved by Councillor Cowell

Seconded by Councillor Vink

THAT the request for refund of planning application fees affecting 1034 Longwoods Road be approved.

Carried

11. UNFINISHED BUSINESS

None

12. NEW BUSINESS

○ Parking Infractions and Enforcement in Appin on Wellington Street

The Mayor turned over the gavel to the Deputy Mayor to step down from the Chair and speak to the matter.

#2019-0617

Moved by Councillor Carruthers

Seconded by Councillor Bartlett

THAT council reduce the parking fines by \$5 issued on Wellington Street, Appin, on Sunday, December 8, 2019; and

THAT full enforcement be in place for future.

Carried

- **Video Recording**

Councillor Vink requested that staff ensure that the video camera capture all of council.

13. COUNTY COUNCIL AND CONFERENCE UPDATE

Mayor Mayhew noted that County Council had sold its buildings on King and Ridout Streets in London.

14. ANNOUNCEMENTS

None

15. CLOSED SESSION

#2019-0618

Moved by Councillor Bartlett

Seconded by Councillor Carruthers

THAT Council go into closed session, at 8:45 p.m., as per subsection 239(2) of the Municipal Act, 2011, to consider the following:

(c) A proposed or pending acquisition or disposition of land by the municipality or local board;

(h) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Specifically, the matter relates to the following:

- Property matter

Carried

Council returned to open session at 9:06 p.m. and the Chair of the Closed Session reported.

#2019-0619

Moved by Deputy Mayor Wilkins

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 building at 247 Main Street, Glencoe had sold for \$69,000; and

THAT the Municipality of Southwest Middlesex had been provided with funding to build a licensed child care centre in Glencoe.

Carried

#2019-0620

Moved by Deputy Mayor Wilkins

Seconded by Councillor Carruthers

THAT 301 Main Street, Glencoe be confirmed as the location for the construction of the new licensed child care centre in Glencoe.

Recorded Vote:

Mayor Mayhew – Yes

Councillor McGill – Yes

Councillor Carruthers – Yes

Councillor Cowell – Yes

Councillor Vink – Yes

Councillor Bartlett – Yes

Councillor Sholdice – Yes

Deputy Mayor Wilkins – Yes

Carried

16. BY-LAWS

1. By-law No. 2019/113

Being a by-law to provide for the classification, retention and destruction of the records of The Corporation of the Municipality of Southwest Middlesex and to repeal By-Law No. 2010/057 “Being a by-law to establish the retention periods for documents and records to be kept by the Municipality of Southwest Middlesex”

2. By-law No. 2019/114

Being a by-law to appoint a Committee of Adjustment for the Municipality of Southwest Middlesex

3. By-law No. 2019/115

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex (December 11, 2019)

#2019-0621

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

That By-law No. 2019/113 to By-law No. 2019/115 be given first, second, third and final readings.

Carried

17. FUTURE MEETINGS (subject to change)

- December 18, 2019 – Budget Meeting – 4:00 p.m.
- January 8, 2020 – Council Meeting – 7:00 p.m.
- January 22, 2020 – Council/Planning Meeting – 7:00 p.m.

18. ADJOURNMENT

The Mayor adjourned the meeting at 9:20 p.m.

Mayor

Clerk