



**MUNICIPALITY OF SOUTHWEST MIDDLESEX  
REGULAR COUNCIL MEETING**

WEDNESDAY, JULY 8, 2020 7:00 PM  
Meeting via electronic participation

## **COUNCIL MINUTES**

- Meeting can be viewed live at:  
<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88I4A>

### **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, Planner – Stephanie Poirier, Drainage and Utilities Superintendent – Andrew Neely

### **ALSO PRESENT:**

Shannon Black – Chief Building Official, Adelaide Metcalfe for the Joint Building Services Department

### **CALL TO ORDER**

Mayor Mayhew calls the meeting to order at 7:34 p.m.

Mayor Mayhew noted that the meeting is being held as a virtual meeting due to the declared emergency, in order to help stop the spread of COVID-19.

Mayor Mayhew confirmed that the meeting will be recorded and streamed live and published in accordance with council's Electronic Recording of Meetings Policy.

### **DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None declared

## **ADDITIONS TO THE AGENDA**

#2020- 131

Moved by Deputy Mayor Wilkins

Seconded by Councillor Carruthers

THAT the Regular Agenda of Council dated July 8, 2020 be accepted as presented, with following addition,

Comments from Councillor Vink

Carried

## **DELEGATIONS AND PRESENTATIONS**

None

## **CONSENT AGENDA**

- 5.1 Vouchers in the amount of \$1,583,693.53 – June 5 to June 18, 2020
- 5.2 SWM Council Minutes – June 24, 2020
- 5.3 Four Counties Health Services Spring Newsletter
- 5.4 OPP Revenue Distribution Processes
- 5.5 Canadian Federation of Independent Business – Support for Small Businesses
- 5.6 Landfill Approval Rights
- 5.7 Resolution – City of Sarnia – Long Term Care Home Improvements
- 5.8 Tribunals Ontario – Assessment Review Board Fee Increases
- 5.9 SWM Economic Development Strategy Report
- 5.10 SWM Facilities & Recreation Business Plan Update – RE: COVID-19

#2020- 132

Moved by Councillor Bartlett

Seconded by Councillor Vink

THAT the council for the Municipality of Southwest Middlesex receives Consent Agenda items 5.1 through 5.10 as information, and approve the June 24, 2020 meeting minutes.

Carried

## **COMMITTEE OF ADJUSTMENT**

- A01-2020 – 215 South Street, Glencoe – Turner Homes

#2020- 133

Moved by Deputy Mayor Wilkins

Seconded by Councillor

THAT Southwest Middlesex move into Committee of Adjustment to consider planning applications A01-2020 – 215 South Street, Glencoe – Turner Homes at 7:42 p.m.

Carried

Regular council reconvened at 8:12 p.m.

## **PUBLIC MEETINGS**

None

## **STAFF REPORTS**

a. Fire  
None

b. Administration

Shannon Black joined the meeting and was introduced as the new Chief Building Official leading the new Joint Building Services with Adelaide Metcalfe, North Middlesex, and Southwest Middlesex

### 1. Chief Building Official Appointment

#2020- 134

Moved by Councillor Carruthers

Seconded by Councillor Cowell

THAT Council approve the appointment by-law of Shannon Black as the Chief Building Official for Southwest Middlesex.

Carried

### 2. Health and Safety Policy Review

#2020- 135

Moved by Councillor Bartlett

Seconded by Councillor Vink

THAT Council review the Council and CAO/Clerk Commitment, Participation, and Responsibilities Policy and confirm no changes are required.

Carried

3. Report-Back Regarding Two Council Meetings/Month Pilot

#2020- 136

Moved by Councillor Bartlett

Seconded by Councillor Cowell

THAT Council confirm the schedule of two regular council meetings per month, as per the Southwest Middlesex Procedure By-law, with one meeting in the month of August, and

THAT staff bring back a by-law to amend the Procedure By-law to adjust the schedule.

Carried

c. Building  
None

d. Finance

1. Adjustment of Property Taxes

#2020- 137

Moved by Deputy Mayor Wilkins

Seconded by Councillor Cowell

THAT council instruct the treasurer to adjust the property taxes for roll # 3906-000-040-14303-0000 by \$4,098.70 in accordance with MPAC's recommendation.

Carried

e. Facilities and Recreation  
None

f. Public Works

1. McLean-Switzer Drain – Section 78 Improvement

#2020- 138

Moved by Councillor Sholdice

Seconded by Councillor Vink

THAT council accept the request filed under Section 78 (1.1) (6) of The Drainage Act to Enclose part of the McLean-Switzer Drain on the property of Rein Minnema, Range 1S S PT Lot 11.

Carried

## **NOTICE OF MOTION**

#2020- 139

Moved by Councillor McGill

Seconded by Deputy Mayor Wilkins

Whereas other municipalities have bylaws restricting the placing of municipal election signs on municipal property; and

Whereas elections signs are unsightly and may end up being landfilled; and

Whereas restricting municipal election signs from public property including road allowances would require approvals by the local municipality and the county;

Therefore, be it resolved that staff be directed to report back on restrictions of municipal election signs on public property and a timeframe for when election signs can be put up within the municipality.

### Recorded Vote

Councillor Cowell – Yes

Councillor Vink – No

Councillor Bartlett – Yes

Councillor Sholdice – Yes

Deputy Mayor Wilkins – Yes

Mayor Mayhew – No

Councillor McGill – Yes

Councillor Carruthers – No

Carried

#2020- 140

Moved by Councillor Sholdice

Seconded by Councillor Carruthers

WHEREAS an inquiry about garbage bins at a multi-unit complexes has been brought forward; THEREFORE; be it resolved that staff provide an information update to council via email related to the bin program.

Carried

## **CORRESPONDENCE AND PETITIONS**

None

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

- Councillor Vink inquired about the status of River Road construction project. Greg Storms, Public Works Manager provided an update.

## **COUNTY COUNCIL AND CONFERENCE UPDATE**

None

## **ANNOUNCEMENTS**

Councillor Vink indicated that he will be putting forward a notice of motion for future meeting.

Deputy Mayor encouraged council members to attend the annual AMO conference, given that the conference will be a virtual meeting there are not requirements for travel or accommodation, and provides opportunity for members to participate in delegations with provincial ministers.

Councillor Cowell reminded council members of the Glencoe Fair Board's chicken dinner drive thru and the availability of tickets.

Mayor Mayhew thanked the Deputy Mayor, and Councillors Bartlett and Carruthers for assisting with passing out sparklers for Canada Day.

## **CLOSED SESSION**

No closed session

## **BY-LAWS**

1. By-law No. 2020/041

Being a By-law to Appoint a Deputy Clerk

2. By-law No. 2020/042

Being a By-law to Appoint a Chief Building Official

3. By-law No. 2020/043

Being a By-law to Amend Procedural By-law No. 2019/104 to Permit Electronic Public Meetings under the *Drainage Act* during an Emergency

4. By-law No. 2020/044

Being a By-law to Authorize the Mayor and Clerk to Enter into an Agreement with the County of Middlesex (*Can I Play, Too* Subsidy Program 2020-2021)

5. By-law No. 2020/045

Being a By-law to Amend Collection and Disposal of Solid Waste and Recyclables By-law No. 2018/026 and Fees and Charges By-law 2018/055

6. By-law No. 2020/046

Being a by-law to confirm the proceedings of the council of the Municipality of Southwest Middlesex July 8, 2020

#2020- 141

Moved by Deputy Mayor Wilkins

Seconded by Councillor Carruthers

That By-law No. 2020/041 to By-law No. 2020/046 be given first, second, third and final readings.

Carried

**FUTURE MEETINGS (subject to change)**

- July 15, 2020
- July 22, 2020

**ADJOURNMENT**

The Mayor adjourned the meeting at 9:40 p.m.

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Mayor

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CAO/Clerk