



COUNCIL MINUTES

SOUTHWEST MIDDLESEX COUNCIL MINUTES

- Meeting can be viewed 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, Fire Chief – Bob Hansen, Treasurer – Kristen McGill, Drainage Superintendent – Andrew Neely, Crew Leader – Rob Cole, Shelia McCahon – Economic Development & Communications Officer.

1 CALL TO ORDER

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

2 DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Councillor Mike Sholdice declared a pecuniary interest in a matter on the vouchers. Form submission follows the minutes.

3 ADDITIONS TO THE AGENDA

#2020- 186

Moved by Councillor Sholdice

Seconded by Councillor Bartlett

THAT the Regular Agenda of Council dated September 9, 2020 be accepted as presented.

Carried

4 DELEGATIONS AND PRESENTATIONS

None.

5 CONSENT AGENDA

5.1 Ministry of Agriculture, Food and Rural Affairs – Security from Trespass and Protecting Food Safety Act

5.2 Lower Thames Conservation Authority Meeting Minutes – August 20, 2020

5.3 Strathroy-Caradoc Community Improvement Plan & Downtown Master Plan – Notice of Public Meeting

5.4 Ontario Barn Preservation – Advocacy Letter

5.5 Safe Reopening Plan for Recreation Facilities

5.6 Vouchers in the Amount of \$472,038.49 – August 14 – Aug 27, 2020

5.7 SWM Council Minutes August 26, 2020

#2020- 187

Moved by Deputy Mayor Wilkins

Seconded by Councillor Cowell

THAT Southwest Middlesex support the advocacy letter supporting the preservation of barns in Ontario

Carried

Councillor Vink is absent from the meeting at 7:18 p.m.

Councillor Vink is present at 7:19 p.m.

Having declared a pecuniary interest in one item in 5.6 Vouchers, Councillor Sholdice did not participate in the vote.

#2020- 188

Moved by Deputy Mayor

Seconded by Councillor Cowell

THAT Council receive the information regarding 5.6 Voucher related to a water card deposit refund.

Carried

#2020- 189

Moved by Councillor Carruthers

Seconded by Councillor McGill

THAT the council for the Municipality of Southwest Middlesex receives Consent Agenda items 5.1 through 5.7 as information, with the exception of item 5.6 Voucher, including the approval of the August 26, 2020 meeting minutes.

Carried

6 COMMITTEE OF ADJUSTMENT

None.

7 PUBLIC MEETINGS

None.

8 STAFF REPORTS

a. Fire

None

b. Administration

1 Integrity Commissioner, Municipal Ombudsman, Meeting Investigator Services Contract

Councillor Vink is intermittently absent from the meeting from 7:22 p.m to 7:40 p.m.

#2020- 190

Moved by Councillor McGill

Seconded by Deputy Mayor Wilkins

THAT Council approve an extension agreement by by-law between Southwest Middlesex and Independent Resolutions Inc. for the services of Integrity Commissioner, Meeting Investigator, and Municipal Ombudsman; and

THAT the Mayor and CAO-Clerk be directed to sign the extension agreement on behalf of the municipal corporation.

Defeated

#2020- 191

Moved by Councillor Cowell

Seconded by Deputy Mayor

THAT council appeal the ruling of the Chair related to electronic participation in voting when member is absent.

Defeated

#2020 –192

Councillor Sholdice

Councillor Carruthers

THAT staff be directed to issue an RFP for the services of Integrity Commissioner, Meeting Investigator, and Municipal Ombudsman.

Carried

2 SWM Corporate Communications Plan

#2020- 193

Moved by Councillor Bartlett

Seconded by Councillor Carruthers

THAT Council approve the Municipality of Southwest Middlesex Corporate Communication Policy and Implementation Plan.

Carried

c. Building

None

d. Finance

None

e. Facilities and Recreation

None

f. Public Works

1 Municipal Office, Air Quality

#2020- 194

Moved by Councillor Sholdice

Seconded by Councillor McGill

THAT Council approves the report as prepared by Chorley + Bisset;

AND that Council approves the implementation of Phase #1 of the report, which includes a System Air Balancing Report, Adjustment of Outside Air Quality and a Business Envelope review.

AND that this be project managed by Chorley + Bisset.

Carried

2 Trackless Upgrades

Councillor Sholdice is now absent at 8:11 p.m.

Councillor Sholdice is present at 8:14 p.m.

#2020- 195

Moved by Deputy Mayor Wilkins

Seconded by Councillor Carruthers

THAT council approves the conversion of the municipality's existing Trackless MT5 into a Trackless MT57; and

THAT Trackless equipment be leased at a rate of \$5000/month, plus taxes, until the final purchase of the converted equipment; and

THAT the leased equipment costs be taken from the approved 2020 budget for upgrades for the equipment; and further

THAT the municipality is aware that the leased equipment payments will be credited to the municipality for the purchase of the refurbished MT57 in 2021; and further

THAT the remaining capital cost to be included in the 2021 Capital Budget; and further

THAT the Negotiated Method as per the Purchasing Policy be approved as the single source available for the project.

Carried

3 Glencoe Public Works Yard – Salt Dome Roof Replacement

#2020- 196

Moved by Councillor Sholdice

Seconded by Councillor Cowell

THAT Council approves the pricing as provided by Macksville Construction in the amount of \$37,236.00 for the replacement of the Glencoe Works Yard, Salt Dome Roof.

Carried

4 Robinson Drain – Section 78 Improvement

#2020- 197

Moved by Councillor Carruthers

Seconded by Deputy Mayor Wilkins

THAT Council appoint Spriet Engineering under Section 78 of the Act to produce a report on Robinson Drain based on the request received on February 19, 2020.

Carried

5 Kavelaar Drain – Section 78 Improvement

#2020- 198

Moved by Councillor Cowell

Seconded by Councillor Vink

THAT Council appoint Spriet Engineering under Section 78 of the Act to produce a report on the Kavelaar Drain based on the request received in February, 2020.

Carried

9 NOTICE OF MOTION

None

10 CORRESPONDENCE AND PETITIONS

None

11 UNFINISHED BUSINESS

None

12 NEW BUSINESS

- Councillor Vink inquired about a voucher.

13 COUNTY COUNCIL AND CONFERENCE UPDATE

Councillor Vink noted his attendance at the Brooke Fire Service Meeting, noting that Brooke-Alvinston has decided to close the Inwood Fire Hall.

14 ANNOUNCEMENTS

None

15 BY-LAWS

15.2 By-law No. 2020/079 - Adoption of Communication Policy & Plan

Being a by-law to establish a Corporate Communications Policy and Plan for the Municipality of Southwest Middlesex.

15.3 By-law No. 2020/081 – Confirmatory September 9, 2020

Being a bylaw to confirm the proceedings of the council of the Municipality of Southwest Middlesex on September 9, 2020.

#2020- 199

Moved by Councillor Carruthers

Seconded by Councillor Sholdice

THAT By-law No. 2020/079 and By-law No. 2020/081 be given first, second, third and final readings.

Carried

16 **CLOSED SESSION**

#2020- 200

Moved by Councillor Carruthers

Seconded by Councillor Bartlett

THAT Council go into closed session, at 8:41 p.m., as per subsection 239(2) of the Municipal Act, 2011, to consider the following:

- a) Labour relations or employee negotiations;
- b) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose
- c) Personal matters about an identifiable individual, including municipal or local board employees.

Specifically, the matter relates to the following: labour relations or employee negotiations, drainage service agreement, Fire Chief hiring process.

Council resumed in open session at 10:00

Rise and Report

#2020- 201

Moved by Deputy Mayor Wilkins

Seconded by Councillor Bartlett

THAT Council return to open session at 10:00 p.m. and rise and report:

THAT a closed session meeting was held and only closed session items identified were discussed in closed session; and

THAT staff proceed as directed by Council; and further
THAT a by-law to enter into agreement with Adelaide Metcalfe for Southwest Middlesex to provide drainage superintendent services be presented to council for consideration.
Carried

#2020- 202

Moved by Deputy Mayor Wilkins

Seconded by Councillor Vink

THAT council extend the meeting curfew beyond 10 p.m. to continue to undertake the remaining business of council.

Carried

17 **BY-LAWS**

By-law No. 2020/080- Drainage Service Agreement A-M/SWM
Being a By-law to authorize the execution of a shared services agreement between the Corporation of the Municipality of Southwest Middlesex and the Corporation of the Township of Adelaide Metcalfe for Drainage Superintendent Services.

#2020- 203

Moved by Councillor Carruthers

Seconded by Councillor Bartlett

THAT By-law No. 2020/080 be given first, second, third and final readings.

Carried

18 **FUTURE MEETINGS (subject to change)**

- Special Meeting – Monday, September 14, 2020
- September 23, 2020
- October 14, 2020
- October 28, 2020

19 **ADJOURNMENT**

The Mayor adjourned the meeting at 10:08 p.m.

RECEIVED

OCT 06 2020

Southwest Middlesex

DECLARATION OF INTEREST

Municipal Conflict of Interest Act

RE: Southwest Middlesex Council Agenda Dated SEPT. 9, 2020

Item Number 5.6

Item Title VOUCHERS

I, Councillor MIKE SHOLDICE, declare a potential

(deemed/direct/indirect) pecuniary interest on Council/Committee

Agenda Dated SEPT 9, 2020 Item No. 5.6, Item Title

VOUCHERS for the following reasons:

REFUND DEPOSIT FOR WATER KEY.

Councillor Signature: 

Councillor Name: MIKE SHOLDICE

For an "indirect pecuniary interest" see Section 2 of the *Municipal Conflict of Interest Act*.

For a "deemed" direct or indirect pecuniary interest see Section 3 of the *Municipal Conflict of Interest Act*.