



MUNICIPALITY OF SOUTHWEST MIDDLESEX

REGULAR COUNCIL MEETING

MINUTES

Wednesday, November 24, 2021, 7:00 PM

COUNCIL PRESENT: Mayor Allan Mayhew, Deputy Mayor Marigay Wilkins, Councillor Christa Cowell, Councillor Mark McGill, Councillor Doug Bartlett, Councillor Mike Sholdice

Members Absent Councillor Martin Vink

STAFF PRESENT: Jill Bellchamber-Glazier, CAO-Clerk, Kristen McGill, Treasurer, Greg Storms, Director of Operations, Stephanie Poirier, Planner, Barbara Pinnell

via Electronic Participation

Meeting can be viewed at:

<https://www.youtube.com/channel/UC6oo98BZcAvuVMKLDx88I4A>

1. CALL TO ORDER

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

2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

2.a I, Councillor Doug Bartlett, declare a potential direct pecuniary interest on Council/Committee Agenda dated November 24, 2021, Item No. 7(a), Item Title: Zoning By-law P16-2021 for the following reasons: Own 2 adjoining properties.

2.b I, Councillor Christa Cowell, declare a potential direct pecuniary interest on Council/Committee Agenda dated November 24, 2021, Item No. 5(c) Cheque No. 045170, Item Title: SWM Vouchers.

3. ADDITIONS TO THE AGENDA

#2021-324

Moved by Councillor Doug Bartlett

Seconded by Councillor Mark McGill

THAT the Regular Agenda of Council dated November 24, 2021 be accepted as presented.

Carried

4. DELEGATIONS AND PRESENTATIONS

4.a Retirement of Rob Cole - Deputy Fire Chief - Glencoe Station

5. CONSENT AGENDA

Having declared a pecuniary interest on item 5 c. 45170, Councillor Cowell did not vote to receive the item for information.

#2021-325

Moved by Councillor Christa Cowell

Seconded by Councillor Mark McGill

THAT the council for the Municipality of Southwest Middlesex receives Consent Agenda items 5.a. through 5.i. and approve November 10, 2021 DRAFT Council Meeting Minutes and the November 10, 2021 DRAFT Budget Meeting Minutes.

Carried

#2021-326

Moved by Deputy Mayor Marigay Wilkins

Seconded by Councillor Doug Bartlett

THAT Item 5 c. 45170 of vouchers be received for information.

Carried

5.a November 10, 2021 DRAFT Council Meeting Minutes

5.b November 10, 2021 DRAFT Budget Meeting Minutes

5.c SWM Vouchers

Councillor Christa Cowell declared a conflict on this item. (5.c. - Councillor Cowell - voucher item 4570)

5.d October 2021 Building Report

5.e SCRCA Municipal Appointments to Authority

5.f SCRCA Conservation Update -- November 2021

5.g OEB Enbridge Application

5.h Resolution - City of Kitchener - Liquor License Sales and Patio Extensions

5.i Resolution - Town of LaSalle re COVID-19 Testing Requirement

6. COMMITTEE OF ADJUSTMENT

#2021-327

Moved by Deputy Mayor Marigay Wilkins

Seconded by Councillor Mike Sholdice

THAT Southwest Middlesex Council move into Committee of Adjustment to consider planning applications A8/2021; A9/2021; A10/2021; and B12/2021 at 7:16 p.m.

Carried

7. PUBLIC MEETINGS

Council returned from Committee of Adjustment at 8:15 p.m.

7.a Zoning By-law Amendment - P16-2021 - 196 McRae Street - KLM Holdings Ltd.

Councillor Doug Bartlett declared a conflict on this item. (7.a. Councillor Bartlett owns two adjoining properties.)

The Chair asked the Planner to present their report. The Planner noted the purpose and effect of the application.

The Chair invited the applicant's agent to speak to their application.

The Chair invited the Members to make comments.

The Chair asked the Clerk if there were any written or oral submissions either for or against the application. There was a written submission from Barry and Tracy Harris of 195 McRae Street, Glencoe.

The Chair took a five minute recess to allow for public registration to speak to the application. There were no registrants.

The Chair invited the applicant's agent to make any final remarks.

The Chair closed the public meeting.

#2021-328

Moved by Deputy Mayor Marigay Wilkins

Seconded by Councillor Mark McGill

THAT Application for Zoning By-law Amendment P16-2021, which proposes to rezone the following:

- Parcels 1-2 from the 'Residential First Density (R1) Zone' to the 'Residential Second Density Holding (R2-3(H-8)(H-11) Zone' in order to limit the permitted uses to a semi-detached dwelling and accessory uses;
- Parcel 3 from the 'Residential First Density (R1) Zone' to the 'Site Specific Residential Second Density (R2-4) Zone' to limit the permitted uses to single detached and accessory uses; and
- Parcel 4 from the 'Residential First Density (R1) Zone' to the 'Site Specific Residential Second Density Holding (R2-5(H-8)(H-11)) Zone' in order to facilitate the establishment of a single detached dwelling with an exterior side yard setback of 2.67 m (8.7 ft), whereas the minimum exterior side yard setback of the R2 Zone is 7.5 m (24.6 ft) and limit the permitted uses to a single detached dwelling and accessory uses

be **GRANTED** in principal limited to first and second readings of the implementing by-law;

AND FURTHER THAT the final reading to be provided once the deposited reference plan has been received to the satisfaction of the Municipality.

Reasons

Consistency with the Provincial Policy Statement would be maintained;

Conformity with the County of Middlesex Official Plan would be maintained;

Conformity with the Municipality of Southwest Middlesex Zoning By-law and Official Plan would be maintained;

Carried

8. STAFF REPORTS

8.a Fire

8.b Administration

1. Strategic Plan with Outcomes

#2021-329

Moved by Councillor Christa Cowell

Seconded by Councillor Doug Bartlett

THAT Council receive the Council Strategic Plan Outcomes Report for information.

Carried

8.c Building

8.d Finance

1. Audit Services RFP Results

#2021-330

Moved by Councillor Christa Cowell

Seconded by Councillor Mark McGill

THAT Council, in accordance with Section 296 (1) and (3) of the Municipal Act, 2001, as amended, authorize the appointment of Graham Scott Enns as auditor of the Corporation of the Municipality of Southwest Middlesex, for a period of five years, 2021 to 2026; and THAT a the draft by-law be approved to appoint Graham Enns Scott as auditor for a period of five years (2021-2026); and further THAT Council delegate authority to the Mayor and CAO-Clerk to sign the agreement for audit services from Graham Enns Scott.

Carried

2. Investment Policy

#2021-331

Moved by Councillor Doug Bartlett

Seconded by Councillor Mike Sholdice

THAT Council approve the Draft Investment Policy as presented.

Carried

3. Reserve and Reserve Fund Policy

#2021-332

Moved by Deputy Mayor Marigay Wilkins

Seconded by Councillor Mike Sholdice

THAT Council approve the draft Reserve and Reserve Fund Policy as presented.

Carried

8.e Operations

Greg Storms, Director of Operations, provided an update related to the Main Street watermain replacement project.

9. NOTICE OF MOTION

10. CORRESPONDENCE AND PETITIONS

11. UNFINISHED BUSINESS

12. NEW BUSINESS

Resolution - City of Kitchener - Liquor License Sales and Patio Extension pulled from the Consent Agenda for consideration.

#2021-333

Moved by Councillor Christa Cowell

Seconded by Councillor Mark McGill

THAT Southwest Middlesex Council support the resolution of the City of Kitchener related to Liquor License Sales and Patio Extensions

Carried

#2021-334

Moved by Deputy Mayor Marigay Wilkins

Seconded by Councillor Doug Bartlett

THAT a one-time increase be provided to the GDHS to support the food drive fundraising activities for an additional \$1000.

Carried

13. COUNTY COUNCIL AND CONFERENCE UPDATE

14. ANNOUNCEMENTS

The recent Thames Valley District School Board Rural Task Force Meeting was highlighted

The upcoming Christmas Country Tour and Night Market was highlighted for this weekend in Southwest Middlesex.

15. CLOSED SESSION

16. BY-LAWS

#2021-335

Moved by Councillor Mark McGill

Seconded by Councillor Christa Cowell

THAT By-law No. 2021/047 and By-law No. 2021/052 receive third and final reading;

AND THAT By-law No. 2021/105 receive first and second reading;

AND THAT By-law No. 2021/101 to By-law No. 2021/104 and By-law No. 2021/106 receive first, second, third and final reading.

Carried

16.a By-law No. 2021/047 ZBA - P10 - 2020 Dobie

16.b By-law No. 2021/052 - ZBA Mader

16.c By-law No. 2021/101 - Division Registrar Appointment

16.d By-law No. 2021/102 - Appointment of Deputy Clerk

- 16.e By-law No. 2021/103 - Encroachment Agreement - Gerber
- 16.f By-law No. 2021/104 - Audit Services Agreement - Graham Scott Enns LLP
- 16.g By-law No. 2021/105 ZBA - P16 - KLM Holdings
- 16.h By-law No. 2021/106 - November 24 Confirmatory

17. FUTURE MEETINGS (subject to change)

- December 1, 2021 - 1:00 p.m. - Special Council Meeting - Ward 2 Candidate Presentations
- December 8, 2021 -7:00 p.m. - Council Meeting
- December 15, 2021 - 7:00 p.m. - Council and Committee of Adjustment Meeting

18. ADJOURNMENT

The Mayor adjourned the meeting at 8:57 p.m.