



Municipality of West Elgin

Minutes

Council Meeting

March 12, 2020, 9:30 a.m.

Council Chambers, West Elgin Municipal Building

Present:

Mayor D. McPhail
Deputy Mayor R. Leatham
Councillor T. Tellier
Councillor A. Cammaert
Councillor B. Rowe

Staff Present:

M. Badura, CAO/ Treasurer
J. Nethercott, Clerk
L. Gosnell, Public Works Superintendent
J. Slater, Recreation Superintendent
H. James, Planner
M. Kalita, Utilities Manager

1. Call to Order

Mayor Duncan McPhail called the meeting to order at 9:30 a.m.

2. Adoption of Agenda

Resolution No. 2020-96

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council hereby adopts the Agenda as amended.

Carried

3. Disclosure of Pecuniary Interest

None.

4. Public Meeting

Resolution No. 2020-97

Moved: Councillor Tellier

Seconded: Councillor Rowe

That Council proceed into a Public Meeting pursuant to section 34 of the *Planning Act* at 9:32 a.m.

Carried

4.1 Purpose of the Public Meeting

J. Nethercott, Clerk read the purpose of the Public Meeting aloud.

4.2 H. James, Planner - Rezoning at 26588 Carroll Line

4.2.1 Zoning By-law Amendment 26588 Carroll Line

Resolution No. 2020-98

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Heather James regarding the application to amend the Zoning By-law for 26588 Carroll Line, File No. D14 02-2020; and

That West Elgin Council consider the By-law to amend the Zoning By-law, subject to the conditions on the By-law, as presented in the By-law portion of the agenda.

Carried

4.3 Public Comments

Mayor McPhail asked for questions from the public and none received.

4.4 Council Comments

Mayor McPhail asked for comments from Council and none received.

4.5 Close the Public Meeting

Resolution No. 2020-99

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council hereby closes the Public Meeting at 9:34 a.m. and reconvenes the Regular Meeting of Council.

Carried

5. Delegations

5.1 Ron Fox, Port Glasgow Yacht Club - Port Glasgow Marina

Resolution No. 2020-100

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council hereby receives the delegation from Ron Fox, Port Glasgow Yacht Club regarding the Port Glasgow Marina.

Carried

Mr. Fox reported that the Yacht Club had a meeting with MP Vecchio regarding the Yacht Club. MP Vecchio requested that the Yacht Club reach out to area partners regarding their needs and requests. Currently, the Yacht Club needs to do something about the breakwater even if they do not receive funding from the Federal or Provincial Government as use of the marina continues to expand.

Mr. Fox presented two requests:

1. That the Municipality take ownership of the Breakwater Project; and
2. That the Municipality take over obtaining the necessary permits and approvals (LTVCA, First Nations, the Department of Fisheries and Oceans, MNRF, etc.)

Council directed staff to work with the Yacht Club on the erosion work based on what is in the budget.

Resolution No. 2020-101

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That West Elgin send a letter of support to Lower Thames Conservation Authority requesting a five-year permit for the Breakwater Project at the Port Glasgow Marina.

Carried

Resolution No. 2020-102

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council develop an agreement with the Port Glasgow Yacht Club regarding the Breakwater Project.

Carried

7. Adoption of Minutes

Resolution No. 2020-103

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That the Minutes of the Regular Council Meeting on February 27, 2020 and Committee of the Whole on March 5, 2020 be adopted as circulated and printed.

Carried

8. Business Arising from Minutes

None.

9. Staff Reports

9.1 Public Works

9.1.1 March Public Works Report

Councillor Rowe requested an update on the negotiations with Waste Connections regarding the expansion of waste collection services to all residents. Mr. Gosnell stated that a meeting is scheduled for next week and Waste Connections is hoping to initiate municipal-wide curbside collection by July 1, 2020 and, if that is not possible, it will begin January 1, 2021.

Mr. Gosnell reported that Fleming Line was closed for a culvert failure and crews were on-site making repairs.

Resolution No. 2020-104

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Lee Gosnell, Public Works Superintendent re: March Public Works Report for information purposes.

Carried

9.1.2 Tandem Truck Purchase

The Public Works Superintendent reported that this Capital Purchase came in under budget which allows the Municipality to purchase an extended warranty and still remain under budget.

Resolution No. 2020-105

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Lee Gosnell, Public Works Superintendent re: Tandem Truck Purchase for information purchases.

Carried

9.2 Utilities

9.2.1 Award Tender for Todd Place Watermain

Resolution No. 2020-106

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from M. Kalita re: Tender -Watermain Replacement on Todd Place West Lorne; and

That West Elgin Council hereby approves the Todd Place Watermain Replacement Project; and

That West Elgin Council hereby accepts the tender of Titan Group Construction at a cost of \$471,955.38 plus applicable taxes for the Todd Place Watermain Replacement.

Carried

9.3 Recreation

9.3.1 West Elgin Monthly Recreation Report

Councillor Rowe inquired if municipal staff are qualified to move ahead with the Act-i-Pass. The Parks and Recreation Superintendent reported that his staff are first aid certified and he is in the process of updating vulnerable sector screenings for both staff and volunteers.

Councillor Rowe reported that the West Elgin Community Centre Board of Management approved the public skating as part of the Act-i-Pass program. She also stated that she will be reporting to the Board that West Elgin will be offering public swimming and public skating as part of the Act-i-Pass program.

Mayor McPhail asked about the purchase of a Zamboni coil and spark plugs. The Parks and Recreation Superintendent reported that the invoice was incorrect as it was a tune-up and four spark plugs.

Mr. Slater reported that the Recreation Department has purchased 21 tables and that the Recreation Department is recommending the purchase of the folding chair as displayed in Council Chambers. The Department plans on purchasing approximately 200 and a trolley to store the chairs for use at the Rodney Recreation Centre.

Resolution No. 2020-107

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Jeff Slater, West Elgin Recreation Superintendent for information purposes and to provide staff direction as necessary.

Carried

9.4 Treasury

9.4.1 West Lorne Sewage Additional Construction Budget Approval

Resolution No. 2020-108

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: West Lorne Sewage Additional Construction Budget and approves additional capital spending in the amount of \$125,000.00 plus applicable taxes to cover remaining works that is considered critical to the operation of the plant or to health and safety of our community.

Carried

Council recessed at 10:36 am and reconvened at 11:00 a.m.

9.5 Planning

9.5.1 Severance at 20662 Marsh Line

Resolution No. 2020-109

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Heather James regarding the severance application, File No. E 4/20 for 20662 Marsh Line; and

That West Elgin Council recommends approval to the Land Division Committee of the County of Elgin for the severance application, File No. E 4/20 located at Concession 9, Southeast ¼ of Lot C and Southwest ¼

of Lot D, 20662 Marsh Line, provided the following conditions are included:

- a. That a Zoning By-law Amendment is in force and effect for the severed and retained parcels;
- b. That the owner has the necessary review and assessment conducted on the existing sewage disposal system to confirm its adequacy and/or necessary replacement to the satisfaction of the Municipality;
- c. That the grain bin located on the severed parcel be removed to the satisfaction of the Municipal Chief Building Official;
- d. That requirements of the Municipal Road Department regarding access and/or drainage have been met;
- e. That taxes have been paid in full;
- f. That two copies of the registered survey have been provided to the Municipality;
- g. That drainage reapportionment be obtained; and,
- h. That the solicitor provides an undertaking that a copy of the registered deed for the severed parcel once the transaction has occurred will be provided to the Municipality.

Carried

6. B. Boughner Retirement

Mayor McPhail presented B. Boughner, Public Works Foreman with a certificate of recognition and thanked him for his 37 years of dedicated service to the Municipality. Mr. Boughner thanked staff and Council for making his years of service an enjoyable experience.

9. Staff Reports

9.6 Administration

9.6.1 Public Meeting for Rodney Sewer Rates

Resolution No. 2020-110

Moved: Councillor Rowe

Seconded: Councillor Tellier

That a Public Meeting to discuss Rodney Sewer Rates be set for April 27, 2020 at 7:00 p.m.

Carried

9.6.2 Method of Disposal – Surplus Lands on Talbot Line

Resolution No. 2020-111

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Method of Disposal of Surplus Lands on Talbot Line; and

That West Elgin Council hereby determines the disposal of surplus municipally owned lands, legally described as Aldborough Concession 12, Part Lot 18, RP 11R9642 Part 2 on Talbot Line, be as single source, in accordance with By-law No 2019-14.

Carried

9.6.3 Part-Time Fire Chief Recruitment

Resolution No. 2020-112

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Part-Time Fire Chief Recruitment and directs staff to start the recruitment process immediately.

Carried

10. Committee and Board Report

10.1 Elgin County Council

10.2 Economic Development Committee

Council directed staff to begin research into electronic signs and any funding for a sign with the idea of putting this into the budget for 2021.

10.3 Port Glasgow Trailer Park Committee

10.4 West Elgin Community Centre Board of Management

10.5 West Elgin Recreation Committee

10.6 Community Policing Committee

10.7 Four Counties Transit Board

10.8 Healthy Communities Partnership Committee

10.9 Lower Thames Valley Conservation Authority

10.10 Tri-County Water Board of Management

10.11 West Elgin Health Centre Support Planning Committee

10.12 West Lorne Heritage Homes Board of Directors

10.13 Rodney Aldborough Agricultural Society

11. Accounts

Resolution No. 2020-113

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #3 amounting to \$352,983.24 in settlement of General, Road, Water and Arena Accounts (including cheques # 25297-25328, EFT#2406-2458 & online Payments# 377-387 and Payroll PP05).

Carried

12. Notice of Motion

None.

13. Council Announcements

None.

14. Correspondence

14.1 Ministry of Municipal Affairs and Housing - Provincial Policy Statement 2020

14.2 West Nipissing – Designation of Wetlands

14.3 Rodney & District Horticultural Society – 100th Anniversary Celebration

17. By-Laws

17.1 By-Law 2020-25- Adopt 2020 Capital and Operating Budget

Resolution No. 2020-114

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That By-law 2020-25 being a by-law to adopt the 2020 Budget for the Municipality of West Elgin, be read a first, second and third and final time.

Carried

17.2 By-Law 2020-26 - Amend Zoning By-law for 26588 Carroll Line

Resolution No. 2020-115

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That By-law 2020-26 being a by-law to amend the Municipality of West Elgin comprehensive zoning By-Law No. 2015-36 for the property known as 26588 Carroll Line, be read a first, second and third and final time.

Carried

17.3 By-Law 2020-27 - Municipal Modernization Program Agreement

Resolution No. 2020-116

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That By-law 2020-27 being a By-law to authorize the execution of an agreement between Her Majesty the Queen Right in Ontario and The Corporation of the Municipality of West Elgin to receive funds as part of the Municipal Modernization Program, be read a first, second and third and final time.

Carried

Council recessed at 11:48 a.m. and reconvened at 2:00 p.m.

15. Closed Session

Resolution No. 2020-117

Moved:

Seconded:

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 2:00 p.m. to address personal matters pertaining to identifiable individuals, including municipal or local board employees.

Carried

16. Report from Closed Session

Mayor McPhail reported out at 4:27 p.m. that direction was provided to staff regarding personal matters pertaining to identifiable individuals, including municipal or local board employees.

Council discussed the COVID-19 pandemic and the latest developments out of the neighbouring municipalities. West Elgin Council directed the CAO/Treasurer to take all precautions deemed necessary to protect staff and authorized her to proceed as she felt necessary with regards to municipal operations.

Resolution No. 2020-118

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council approve the lowering of rental fees of the Recreation Centre for Yoga classes by T. Bradshaw back to the 2019 rates.

Carried

18. Confirming By-Law

Resolution No. 2020-119

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That By-Law 2020-28 being a by-law to confirm the proceedings of Council on March 12, 2020 be read a first, second, third and final time.

Carried

19. Adjournment

Resolution No. 2020-120

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That the Council of the Municipality of West Elgin hereby adjourn at 4:31 p.m. to meet again at 9:30 a.m. on March 26, 2020 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk