



# Municipality of West Elgin

## Minutes

### Council Meeting

July 16, 2020, 9:30 a.m.

Electronic Participation Meeting via Zoom

**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, Manager of Operations & Community Services  
J. Morgan-Beunen, Chief Building Official  
H. James, Planner  
Jamie Simpson, Health & Safety Coordinator  
Jeff McArthur, Fire Chief

**Also Present:** Christene Scrimgeour, Auditor

**Due to the COVID-19 Pandemic and Emergency Orders Issued by the Province of Ontario under the *Emergency Management & Civil Protection Act*, prohibiting gathering of more than 10 people, this meeting was held electronically.**

**1. Call to Order**

Mayor Duncan McPhail called the meeting to order at 9:32 a.m.

**2. Adoption of Agenda**

**Resolution No. 2020-214**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby adopts the Agenda as presented.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

**3. Disclosure of Pecuniary Interest**

No disclosures

**4. Adoption of Minutes**

**Resolution No. 2020-215**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That the Minutes of the Council meeting on June 25, 2020 be adopted as circulated and printed.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

**5. Business Arising from Minutes**

None.

**6. Introduction of New Fire Chief**

Mayor introduced Fire Chief Jeff McArthur. Chief McArthur thanked Council for his welcome.

**7. Delegations**

**7.1 C. Scrimgeour - Audited 2019 Financial Statements & Letter of Independence**

**Resolution No. 2020-216**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council hereby approves the 2019 Audited Financial Statements, as presented by Christine Scimgeour, Auditor.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

## **8. Staff Reports**

### **8.1 Building**

#### **8.1.1 J. Morgan-Beunen, CBO - Building Activity Report June 2020**

**Resolution No. 2020-217**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, CBO re: Building Permit Report for June 2020 for information purposes.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

### **8.2 Health and Safety Committee**

#### **8.2.1 J. Simpson, Health & Safety Coordinator - 2020 Second Quarter Update**

Health and Safety Coordinator will be meeting with Fire Chief.

**Resolution No. 2020-218**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from the joint Health and Safety Committee re: 2020 Second Quarter Update for information purposes.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

### **8.3 Planning**

#### **8.3.1 H. James, Planner - West Elgin Official Plan Update Preliminary Review**

**Resolution No. 2020-219**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Heather James regarding the West Elgin Official Plan update preliminary review; and,

That West Elgin Council hereby authorizes staff to proceed with request for proposals to update the Official Plan and to commence the update at the same time as the update to the County of Elgin Official Plan.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

#### **8.4 Operations & Community Services**

##### **8.4.1 L. Gosnell, Manager of Operations & Community Services - Monthly Report**

**Resolution No. 2020-220**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services, for information purposes.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

#### **8.5 Clerk**

##### **8.5.1 J. Nethercott, Clerk - ATV Legislation Updates**

**Resolution No. 2020-221**

**Moved: Councillor Cammaert**

**Seconded: Councillor Rowe**

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: ATV Legislation Updates; for information purposes.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

**8.6 Finance/Administration**

**8.6.1 M. Badura, CAO/Treasurer - WWTP 20-Year Capital Plan**

**Resolution No. 2020-222**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from M. Badura CAO/Treasurer re: Rodney WWTP 20-Year Capital Plan; and

That West Elgin Council hereby approves transfer from the Rodney Sewage Reserve to pay for the invoice no. INV00000002441 in the amount of \$34,015.00, which is over the budgeted amount.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

**9. Committee and Board Report**

**9.1 Elgin County Council**

**9.2 West Elgin Community Centre Board of Management**

**9.3 Four Counties Transit Board**

**9.3.3 Resumption of Transit Services**

**Resolution No. 2020-223**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby approves the recommendation of the Four Counties Transit Committee that the Four Counties Transit Service resume services as of August 3, 2020.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

**9.4 Tri-County Water Board of Management**

## **10. Accounts**

### **Resolution No. 2020-224**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Rowe**

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #7 amounting to \$2,175,341.45 in settlement of General, Road, Water and Arena Accounts (including EFT#2772-2812 Cheque# 25371-25374, online Payments# 462-471 and Payroll PP13/14).

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

## **11. Other Business**

### **11.1 Statements/Inquires by Councillors**

Councillor Tellier reported that there have been requests to replace the bench on Furnival Road in Rodney in front of Marg's Variety. This is not a Municipal Bench; however they want to ensure that the benches are uniform. Manager of Operations & Community Services will look into this for after the redevelopment of Furnival Road in 2021.

Councillor Cammaert reported that on July 22 at 1 pm West Elgin Community Health Centre will be raising the rainbow flag. Mayor McPhail going to be there and issuing a proclamation.

Councillor Cammaert reported that she has heard from multiple residents about concerns of speeding through West Lorne and residents would like to inquire if the Municipality could install a speed detector similar to those at the edge of Glencoe. Manager of Operations & Community Services will report back to Council on the cost of this.

Deputy Mayor Leatham announced that the Town Crier has provided 2 free cries for community groups in West Elgin as part of his Canada Day Town cry.

## **12. Correspondence**

### **12.2 Elgin County Council - WOWC Appeals for Equitable Broadband Funding**

Direction to staff to draft letter of support for this issue.

## **11. Other Business**

### **11.2 Notice of Motion**

None.

Council Recessed at 10:46 a.m. to reconvene at 11:00 a.m.

### **11.3 Matters of Urgency**

#### **11.3.1 Upcoming Council Meetings**

Clerk requested direction on the August 13, 2020 Meeting. Council directed that the meeting is to be in person with the increased numbers allowed at the West Elgin Recreation Centre and to move forward with resumption of Advisory Committee Meetings.

## **12. Correspondence**

### **12.4 T. Bradshaw - Request to Reduce Fees**

**Resolution No. 2020-225**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby reduce the rental fee of the Dance Hall at Port Glasgow Trailer Park from \$25.00 to \$10.00 for Yoga for 2020.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

## **13. By-Laws**

### **13.1 By-Law 2020-48 - Appoint Jeff McArthur Fire Chief**

**Resolution No. 2020-226**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That By-law 2020-48, being a by-law to appoint a Fire Chief for the West Elgin Fire Department, be read a first, second and third and final time.

For (4): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, and Councillor Rowe

Abstain (1): Councillor Cammaert

**Carried (4 to 0)**

**13.2 By-Law 2020-49 - Appoint Al Beer Deputy Fire Chief**

**Resolution No. 2020-227**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That By-law 2020-49, being a by-law to appoint a Deputy Fire Chief for the West Elgin Fire Department, be read a first, second and third and final time.

For (4): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, and Councillor Rowe

Abstain (1): Councillor Cammaert

**Carried (4 to 0)**

**13.3 By-law 2020-50 - Shared Services Agreement for Fire Chief**

**Resolution No. 2020-227**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That By-law 2020-50, being a by-law to authorize the execution of an agreement between The Corporation of the Township of Southwold and The Corporation of the Municipality of West Elgin for the services of Fire Chief, be read a first, second and third and final time.

For (4): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, and Councillor Rowe

Abstain (1): Councillor Cammaert

**Carried (4 to 0)**

**13.4 By-Law 2020-51 - Agreement to Release and Indemnify**

**Resolution No. 2020-229**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That By-law 2020-51, being a by-law to authorize the execution of an agreement between The Corporation of the County of Elgin and The Corporation of the Municipality of West Elgin for release and indemnification, be read a first, second and third and final time.



For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier,  
Councillor Cammaert, and Councillor Rowe  
**Carried (5 to 0)**

**14. Closed Session**

**Resolution No. 2020-230**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 11:24 a.m. under section 239(2)(b)&(e) of the Municipal Act, consideration will be given to personal matters about identifiable individual(s) including municipal or local board employee(s) and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

**15. Report from Closed Session**

Mayor McPhail reported out at 11:56 a.m., that consideration was given to items related to personal matters about identifiable individual(s) including municipal or local board employee(s) and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and that staff direction was provided regarding these.

**16. Confirming By-Law**

**Resolution No. 2020-231**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That By-law 2020-52, being a by-law to confirm the proceeding of Council on July 16, 2020, be read a first, second and third and final time.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

**17. Adjournment**

**Resolution No. 2020-232**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That the Council of the Municipality of West Elgin hereby adjourn at 11:58 a.m. to meet again at 9:30 a.m. on August 13, 2020 or at the call of the Chair.

For (5): Mayor McPhail, Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

**Carried (5 to 0)**

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Duncan McPhail, Mayor

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Jana Nethercott, Clerk