



# **Municipality of West Elgin**

## **Agenda**

### **Council Meeting**

Date: **August 13 2020, 9:00 a.m.**  
Location: **Recreation Centre**  
**135 Queen Street**  
**Rodney**

Due to COVID-19 and physical distancing requirements this meeting is being held in an alternate location to allow the public to attend. Please contact the Clerk's Department if you require an alternate format or accessible communication support or wish to receive the link to the meeting, at 519-785-0560 or by email at [clerk@westelgin.net](mailto:clerk@westelgin.net).

1. **Call to Order**
2. **Closed Session**

Recommendation:

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at \_\_\_\_\_ a.m. under Section 239(2) (b),(c) & (f) of the Municipal Act, consideration will be given to personal matters pertaining to an identifiable individual, a proposed or pending acquisition or disposition of land, and advice that is subject to Solicitor Client privilege.

3. **Report from Closed Session**
4. **Adoption of Agenda**

Recommendation:

That West Elgin Council hereby adopts the Agenda as presented.

5. **Disclosure of Pecuniary Interest**

## **6. Public Meeting - Not Before 11 am**

Recommendation:

That Council proceed into a Public Meeting pursuant to Section 34 of the *Planning Act* at \_\_\_\_ a.m.

### **6.1 Purpose of Public Meeting**

The purpose of this Public Meeting of the Council of the Corporation of the Municipality of West Elgin is to review applications for proposed amendments to the West Elgin Comprehensive Zoning By-Law 2015-36.

Council will not make a decision on the applications at this public meeting. Based on the recommendation and information received at this public meeting amending by-laws will be presented for approval at a regular Council meeting.

There are Public Registries located at the entrance and if any member of the public would like to be notified in writing of the decision on an application, they are to provide their name and mailing address on the registry. A person or public body may appeal a decision if they have made an oral submission at this public meeting or a written submission to Council prior to the passing of the by-law.

### **6.2 Planning Report**

#### **6.2.1 H. James, Planner - Zoning Report 20662 Marsh Line**

Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding the application to amend the Zoning By-law for 20662 Marsh Line, File No. D14 03-2020;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.

### **6.3 Public Comments**

### **6.4 Council Comments**

### **6.5 Close of Public Meeting**

Recommendation:

That West Elgin Council hereby close the Public Meeting at \_\_\_\_ a.m. and reconvene the Regular Meeting of Council.

## **7. Delegation K. Vecchio, MP Elgin, Middlesex, London**

## **8. Adoption of Minutes**

Recommendation:

That the Minutes of the Council meeting on July 16, 2020 be adopted as circulated and printed.

## **9. Business Arising from Minutes**

## **10. Staff Reports**

### **10.1 Water**

#### **10.1.1 S. Smith, OCWA - West Elgin Water Distribution System Second Quarter Operations Report**

Recommendation:

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: West Elgin Distribution System second quarter report for information purposes.

### **10.2 Wastewater**

#### **10.2.1 S. Smith, OCWA - West Lorne Wastewater Treatment Plant Second Quarter Operations Report**

Recommendation:

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: West Lorne Wastewater Treatment Plant second quarter operations report for information purposes.

#### **10.2.2 S. Smith, OCWA - Rodney Wastewater Treatment Plant Second Quarter Operations Report**

Recommendation:

That West Elgin Council receives the Report from Sam Smith, OCWA re: Rodney Wastewater Treatment Plant Second Quarter Operations Report for information purposes.

### **10.3 Fire**

#### **10.3.1 J. McArthur, Fire Chief - Monthly Report – July**

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief re: July Monthly Report for information purposes.

## **10.4 Planning**

### **10.4.1 H. James, Planner - Second Update on Acquisition of Laneway in West Lorne**

Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding a second update on the acquisition of a laneway between Main and Munroe Streets; and,

That West Elgin Council provides direction to staff to proceed with the survey and legal works and to contact the owner of PharmaChoice in West Lorne regarding cost sharing in the transfer of the laneway.

## **10.5 Operations & Community Services**

### **10.5.1 L. Gosnell, Manager of Operations & Community Services - Memorial Park - Cairn and Gate Repair**

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services regarding repairs at Memorial Park and;

That West Elgin Council approves the quote from Robertson Restoration in the amount of \$18,900.00 for Cairn/wall repair and;

That West Elgin Council authorize an additional \$6,000.00 for new gates and park sign.

### **10.5.2 L. Gosnell, Manager of Operations & Community Services - July 2020 – Monthly Report**

Recommendation:

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

## **10.6 Clerk**

### **10.6.1 J. Nethercott, Clerk - Changes to the Municipal Act from Bill 197**

Recommendation:

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk Re: Changes to the *Municipal Act* as part of Bill 197 for information purposes.

**10.6.2 J. Nethercott, Clerk - Community Flag Raising and Flag Protocol Draft Policy**

Recommendation:

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Community Flag Raising and Flag Protocol Policy; and

That West Elgin Council hereby direct staff to bring forward a by-law to adopt the Community Flag Raising and Flag Protocol Policy at the next Council meeting.

**10.7 Finance/Administration**

**10.7.1 M. Badura, CAO/Treasurer - Asset Management Software Purchase**

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Asset Management Software Purchase; and

That West Elgin Council hereby authorize the purchase and implementation of City Wide Asset Management software from Public Sector Digest, to be funded as outlined in the report.

**10.7.2 M. Badura, CAO/Treasurer - Elgin County Mandatory Face Covering By-law No. 20-38**

Recommendation:

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re: Elgin County Mandatory Face Covering By-law No. 20-38; and

That West Elgin Council hereby supports Elgin County By-law 20-38, being a by-law to temporarily require the use of face coverings and related health protection measures within enclosed public spaces during the COVID-19 Pandemic, in support of the Letter of Instruction issued on July 30<sup>th</sup>, 2020 by the Medical Officer of Health.

**10.7.3 M. Badura, CAO/Treasurer - 2020 YTD Financials as of June 30 2020**

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer entitled 2020 YTD Financials as of June 30, 2020 for information only.

**10.7.4 M. Badura, CAO/Treasurer - Engineering Services for the PGTP On-Site Sewage Disposal System Upgrades**

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Engineering Services for the PGTP On-Site Sewage Disposal System Upgrades report and approves the proposal from RV Anderson for additional Engineering Services for the PGTP On-Site sewage disposal system upgrades in the amount of \$39,500.00 plus HST.

**11. Committee and Board Report**

**11.1 Elgin County Council Highlights**

**11.2 Port Glasgow Trailer Park Committee**

**11.2.1 Approved Minutes - October 21, 2019**

**11.3 Rodney Aldborough Agricultural Society**

**11.3.1 Minutes - May 12, 2020**

**11.4 Councillor Reports From Committees**

**12. Accounts**

Recommendation:

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #8 amounting to \$570,710.42 in settlement of General, Road, Water and Arena Accounts (including EFT#2813-2928 Cheque# 25375-25385, online Payments# 472-794 and Payroll PP15/16).

**13. Other Business**

**13.1 Statements/Inquires by Councillors**

**13.2 Notice of Motion**

**13.3 Matters of Urgency**

**14. Correspondence**

**14.1 Association of Municipalities of Ontario - Blue Box Transition**

- 14.2 Elgin County Police Services Board - 2020 appointments to the Elgin Group Police Services Board
- 14.3 Chatham-Kent - Emancipation Day Resolution
- 14.4 Owen Sound - Support for Private Members Bill M-36 Emancipation Day
- 14.5 CUPE Ontario - Child Care Worker & Early Childhood Educator Appreciation Day
- 14.6 South Glengarry - Long Term Care Homes Resolution
- 14.7 Town of Renfrew - Investing in Canada Infrastructure Program Resolution
- 14.8 Township of St Joseph - Letter of Support
- 14.9 County of Elgin - Cancellation of Wardens Golf Tournament

**15. By-Laws**

- 15.1 **By-Law 2020-53 - Agreement with Ministry of Transportation for Four Counties Bus Replacement Funding**

Recommendation:

That By-Law 2020-53, being a By-law to authorize the execution of the transfer payment agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream between Her Majesty the Queen Right in Ontario represented by the Minister of Transportation and the Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

- 15.2 **By-Law 2020-54 - Regulate the Use of Municipally Owned Fire Hydrants**

Recommendation:

That By-law 2020-54, being a by-law to regulate the use of municipally owned fire hydrants, be read a first, second and third and final time.

- 15.3 **By-Law 2020-55 - Agreement for Shared Planning Services**

Recommendation:

That By-law 2020-55, 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 planning services, be read a first, second and third and final time.

**15.4 By-Law 2020-56 - Debentures for 2019 Drainage Assessments**

Recommendation:

That by-law 2020-56, being a by-law to authorize the issue of debentures in the principal amount of \$76,336.23 for the 2019 drainage assessments, be read a first, second and third and final time.

**15.5 By-Law 2020-57 - Rezone 20662 Marsh Line**

Recommendation:

That by-law 2020-57, being a by-law to amend Municipality of West Elgin Comprehensive Zoning By-law 2015-36, for the property known as 20662 Marsh Line, be read a first, second and third and final time.

**16. Confirming By-Law**

Recommendation:

That By-law 2020-58 being a by-law to confirm the proceedings of the Regular meeting of Council held on August 13, 2020, be read a first, second and third and final time.

**17. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet again at 9:30 a.m. on \_\_\_\_\_ or at the call of the Chair.