



Municipality of West Elgin

Agenda

Council Meeting

Date: **November 12 2020, 9:30 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.

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Agenda as presented.

3. Disclosure of Pecuniary Interest

4. Request for Letter of Support

Recommendation:

That the Mayor issue a letter to Tiny Tots Cooperative Nursery in support of their efforts to be the lead agency to administer and deliver EarlyON Child and Family Centre programs and services in western Elgin County.

5. Public Meeting - 9:30 a.m.

The purpose of this Public Meeting of the Council of The Corporation of the Municipality of West Elgin is to review an application for proposed amendment to the West Elgin Comprehensive Zoning By-Law 2015-36. The proposed Zoning By-law Amendment would allow for the rezoning of lands municipally known as 24801 Pioneer Line, more legally described as Concession 9, Part of Lot 17, situated on the south side of Pioneer Line, in the former Township of Aldborough from Future Residential (FR) Zone to Residential First Density (R1) Zone.

Council will not make a decision on the application at this public meeting. Based on the recommendation and information received at this public meeting, an amending by-law will be presented for approval during the regular Council meeting.

There is a public registry located at the entrance to the meeting and if any member of the public would like to be notified in writing of the decision on this 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.

Recommendation:

That West Elgin Council proceed into a Public Meeting pursuant to Section 34 of the *Planning Act* at _____ a.m.

5.1. Application to ReZone 24801 Pioneer Line

5.1.1. H. James, Planner - Zoning Report 24801 Pioneer Line

Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding the application to amend the Zoning By-law for 24801 Pioneer Line, File No. D14 07-2020; and,

That West Elgin Council consider deferral of the by-law to amend the Zoning By-law until the current owner of the subject lands and the owners of 24793 Pioneer Line enter into a mutual agreement drain and have such agreement registered on title for both parties to provide a legal drainage outlet for 24793 Pioneer Line with a timeframe of one month for completion.

5.2. Public Comments

5.3. Council Comments

5.4. Close of Public Meeting

Recommendation:

That West Elgin Council hereby closes the public meeting at _____ a.m. and reconvenes in the Regular Meeting of Council.

6. Delegations - 10 a.m.

6.1. Joe Machado and Christie Robinson - Utility Rate Increases for Multi Residential Properties

6.2. Debbie Hope - Backyard Chickens

7. Adoption of Minutes

Recommendation:

That the Minutes of the Council meeting on October 22, 2020 and Court of Revision for the Arvai Drain on October 22, 2020, be adopted as circulated and printed.

8. Business Arising from Minutes

9. Staff Reports

9.1. Water

9.1.1. S. Smith, OCWA - West Elgin Water Distribution System Third Quarter Operations Report

Recommendation:

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: West Elgin Distribution System Third Quarter Operations Report, for information purposes.

9.2. Wastewater

9.2.1. S. Smith, OCWA - West Lorne WWTP Third Quarter Operations Report

Recommendation:

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: West Lorne Waste Water Treatment Plant Third Quarter Report, for information purposes.

9.2.2. S. Smith, OCWA - Rodney WWTP Third Quarter Operations Report

Recommendation:

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: Rodney Waste Water Treatment Plant Third Quarter Report, for information purposes.

9.3. Planning

9.3.1. H. James, Planner - Holding Removal By-law 13371 Furnival Road

Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding the removal of Holding (H-3) Symbol for Concession 6, Part of Lot 8, 13371 Furnival Road; and,

That West Elgin Council consider the by-law to remove the Holding (H-3) Symbol, subject to the conditions on the by-law, as presented in the by-law portion of the agenda.

9.4. Municipal Drains

9.4.1. T. Mohan, Drainage Superintendent - Award Tender – Crabbe Drain Reconstruction

Recommendation:

That West Elgin Council hereby receives the report from Tom Mohan, Drainage Superintendent re:

Award Tender for the Crabbe Drain Reconstruction; and

That West Elgin Council hereby awards the tender to the lowest bidder GW Clarke Drainage in the amount of \$57,000 plus applicable taxes.

9.4.2. T. Mohan, Drainage Superintendent - Award Tender – Yauch Drain Reconstruction

Recommendation:

That West Elgin Council hereby receives the report from Tom Mohan, Drainage Superintendent re:

Award Tender for the Yauch Drain Reconstruction; and

That West Elgin Council hereby awards the tender to the lowest bidder McNally Excavating Ltd. in the amount of \$222,886.96 plus applicable taxes.

9.5. Building

9.5.1. J. Morgan-Beunen, CBO - Pre-Budget Approval for Electronic Building Permit Application System

Recommendation:

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, Chief Building Official re: Pre-approval for Electronic Building Permit Application System; and

That West Elgin Council pre-approve of \$6,000 for the Building Department 2021 operating budget for the implementation of an electronic building permit application submission system.

9.5.2. J. Morgan-Beunen, CBO - Building Activity Report October 2020

Recommendation:

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

9.6. Fire

9.6.1. J. McArthur, Fire Chief - Monthly Report – October

Recommendation:

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

9.7. Emergency Management

9.7.1. Emergency Control Group - October 28, 2020

9.8. Operations & Community Services

9.8.1. L. Gosnell, Manager of Operations & Community Services - October 2020 – Monthly Report

Recommendation:

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

9.8.2. L. Gosnell, Manager of Operations & Community Services - Private Drain Connections

Recommendation:

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

That West Elgin Council That Council chooses one of the following options on the installation of PDC's within the County's Rodney reconstruction project slated for 2021:

Option A - Mandatory PDC for all properties and cost allocated to the property owner through a local improvement charge on taxes.

Option B – Request only PDC and cost allocated to the property owner through a local improvement charge on taxes.

Option C – Mandatory PDC for all properties with cost funded by the Municipality.

9.9. Clerks

9.9.1. J. Nethercott, Clerk - 2021 Council & Committee Meeting Dates

Recommendation:

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: 2021 Council Meeting Dates; and

That West Elgin Council hereby approves the Council and Committee meeting dates as presented.

9.9.2. J. Nethercott, Clerk - Off Road Vehicle Enforcement – Information Request from Elgin County

Recommendation:

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Off Road Vehicle Enforcement – Information Request from Elgin County; and

That West Elgin Council direct staff to provide Elgin County the following answer: _____

9.9.3. J. Nethercott, Clerk - Apportionment of Drainage Assessment for the Barrett Drain due to Severance of Land, Pursuant to Section 65 (2) of the Drainage Act, R.S.O. 1990

Recommendation:

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Apportionment of Drainage Assessment for the Barrett Drain due to Severance of Land, Pursuant to Section 65 (2) of the *Drainage Act, R.S.O. 1990*; and

That West Elgin Council hereby approves the Apportionment of the Drainage Assessment Agreement for the Barrett Municipal Drain, as part of severance E20/20 as presented.

9.10. Finance/Administration

9.10.1. M. Badura, CAO/Treasurer - 2021 TODS

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: 2021 TODS; and

That West Elgin Council hereby direct staff to _____

9.10.2. M. Badura, CAO/Treasurer - 2020-2021 Cyber Insurance

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: 2020-2021 Cyber Insurance report for information; and

That West Elgin Council approves the purchase of Cyber Insurance from Ascent Underwriting for the remainder of 2020 and for 2021 as indicated in the attached quote for the liability insurance of:

- a. \$1 million enhanced, or
- b. \$2 million enhanced

10. Committee and Board Report

10.1. West Elgin Community Centre Board of Management - October 27, 2020

10.2. Tri-County Water Board - October 27, 2020

10.3. Port Glasgow Trailer Park Committee - October 23, 2020

10.4. Councillor Reports from Committees

11. Accounts

Recommendation:

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #11 amounting to \$736,742.69 in settlement of General, Road, Water and Arena Accounts (including EFT#3190-3258 Cheque# 25564-25595, online Payments# 542-560 and Payroll PP22-23).

12. Correspondence

12.1. Township of Huron-Kinloss - Municipal Elections Act

12.2. Enbridge Rate Notice

12.3. City of Hamilton - Amending AGCO Process re Cannabis Locations

12.4. County of Elgin - 2020 Highlights

12.5. Rodney Aldborough Agricultural Society - Request for Letter of Support

12.6. Township of Amaranth - Amendments to Elections Act

13. Council Inquires/Announcements

13.1. Notice of Motion

13.2. Statements/Inquires by Councillors

13.3. Matters of Urgency

14. By-Laws

14.1. By-Law 2020-66 - Final Reading for Arvai Drain

Recommendation:

That By-Law 2020-66, being a by-law to provide for the Arvai Drain in the Municipality of West Elgin, be read for a third and final time.

14.2. By-Law 2020-77 - Adopt Human Resources Policies

Recommendation:

That By-law 2020-77, being a by-law to adopt and maintain policies with respect to hiring of employees, compensation and probation periods, be read a first, second and third and final time.

14.3. By-Law 2020-78 - Adopt Employee Code of Conduct

Recommendation:

That By-law 2020-78, being a by-law to adopt and maintain policies with respect to employee code of conduct, be read a first, second and third and final time.

14.4. By-Law 2020-79 - Extension Agreement with Independent Resolutions Inc.

Recommendation:

That by-law 2020-79, being a by-law to authorize the execution of an extension agreement with Independent Resolutions Inc, Mark McDonald, for the services of Municipal Ombudsman, Closed Meeting Investigator and Integrity Commissioner for the period of January 1, 2021 to December 31, 2022, be read a first, second and third and final time.

14.5. By-Law 2020-80 - CEMC Pilot Project Agreement with Elgin County

Recommendation:

That By-law 2020-80, being a by-law to authorize the execution of an agreement with the County of Elgin for the services of a Certified Emergency Management Coordinator for a one year pilot project, be read a first, second and third and final time.

14.6. By-Law 2020-81 - Delegate Authority for Tax Arrears Extension Agreements

Recommendation:

That By-law 2020-81, being a by-law to delegate authority to the municipal Treasurer to authorize the execution of tax arrears extension agreements pursuant to section 378 of the *Municipal Act*, be read a first, second and third and final time.

14.7. By-Law 2020-83 - Remove Holding Provision for 13371 Furnival Road

Recommendation:

That By-law 2020-83, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 13371 Furnival Road, be read a first, second and third and final time.

15. Confirming By-Law

Recommendation:

That By-law 2020-84, being a By-law to confirm the proceedings of the Regular Meeting of Council held on November 12, 2020, be read a first, second and third and final time.

16. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 7:00 p.m. on November 23rd for Special Meeting of Council or at the call of the Chair.