



# **Municipality of West Elgin**

## **Agenda**

### **Council Meeting**

Date: January 28 2021, 9:30 a.m.

Location: Electronic Participation Meeting via Zoom

Due to Orders under *Reopening Ontario Act*, 2020 this meeting will be held electronically. If you wish to view this meeting please contact the Clerk's Department also 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).

**Pages**

**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. Delegations**

**4.1. Inspector Butler, Elgin County OPP Acting Detachment Commander**

**5. Adoption of Minutes**

**5**

Recommendation:

That the Minutes of the Council meeting on January 14, 2021 and Committee of the Whole on January 21, 2021 be adopted as circulated and printed.

**6. Business Arising from Minutes**

**7. Staff Reports**

**7.1. Planning**

**7.1.1. H. James, Planner - Seaside Waterfronts Inc. Draft Plan Approval and Zoning By-law Amendment**

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Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding municipal conditions for the draft plan of subdivision file no. 34T-WE1501 and update to the zoning by-law amendment file no. P 7/2011 for Seaside Waterfronts Inc.;

That West Elgin County hereby recommends approval to the County of Elgin Approval Authority for the draft plan of subdivision file no. 34T-WE1501, Seaside Waterfronts Inc subject to the attached municipal conditions; and, lastly,

That West Elgin Council hereby considers the repeal of By-law 2020-85 for Seaside Waterfronts Inc. and replaces with the attached 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

**8. Committee and Board Report**

**8.1. Committee of the Whole - January 21, 2021**

Recommendation from the Committee of the Whole:

That Committee of the Whole recommends to West Elgin Council that the Rodney Downtown Reconstruction project in conjunction with the County of Elgin be approved.

**8.2. West Elgin Community Centre Board of Management**

**8.2.1. Minutes - December 9, 2020**

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**8.2.2. Agenda - January 27, 2021**

31

**8.3. Tri County Water Board**

**8.3.1. Minutes of December 15, 2020**

33

**8.3.2. Agenda - January 26, 2021**

38

**8.4. Youth Task Team**

**8.4.1. Minutes - November 23, 2020**

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## **8.5. Councillor Reports from Committees**

## **9. Accounts**

Recommendation:

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #1A amounting to \$293,860.23 in settlement of General, Road, Water and Arena Accounts (including EFT#3507- 3542, online Payments# 603-608 and Payroll PP02).

## **10. Correspondence**

|       |  |    |
|-------|--|----|
| 10.1. | Elgin County Council Highlights - Jan 12, 2021   | 47 |
| 10.2. | Elgin County Official Plan Update  | 51 |
| 10.3. | Ministry of Natural Resources and Forestry - Proposed regulation for compressed air energy storage in reservoirs | 57 |
| 10.4. | Township of Southwest Oxford - Photo Radar   | 58 |
| 10.5. | Township of Larder Lake - Municipal Insurance Costs  | 59 |

## **11. Council Inquires/Announcements**

|       |                                    |
|-------|------------------------------------|
| 11.1. | Notice of Motions                  |
| 11.2. | Statements/Inquires by Councillors |
| 11.3. | Matters of Urgency                 |

## **12. By-Laws**

|       |  |    |
|-------|--|----|
| 12.1. | By-Law 2021-04 - Amend Procedural By-law | 60 |
|-------|--|----|

Recommendation:

That By-law 2021-04 being a By-Law to Amend By-law 2018-43, a by-law to establish rules of procedure for the meetings of Council, Council Committees and Boards of The Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

**12.2. By-Law 2021-05 - Interim Tax Levy By-Law** 63

Recommendation:

That By-law 2021-05 being a By-Law to Provide for an Interim Tax Levy for 2021, be read a first, second and third and final time.

**12.3. By-Law 2021-06 - Seaside Re-Zoning Provisional By-law** 65

Recommendation:

That By-law 2021-06, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as Concession 14, Part of Lot 6 and repeal provisionally adopted By-law 2020-85, be read a first and second time and be provisionally adopted.

**13. Confirming By-Law** 70

Recommendation:

That By-law 2021-07 being a By-law to confirm the proceeding of the Regular Meeting of Council held on January 28, 2021, be read a first, second and third and final time.

**14. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet again at 9:30 a.m. on February 4, 2021 as Committee of the Whole and February 11, 2021 as Council or at the call of the Chair.



# **Municipality of West Elgin**

## **Minutes**

### **Council Meeting**

**January 14, 2021, 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**  
**Jeff McArthur**

**Due to the COVID-19 Pandemic and physical distancing requirements this meeting was held electronically**

**1. Call to Order**

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

**2. Adoption of Agenda**

**Resolution No. 2021- 1**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby adopts the Agenda as amended with an additional to Item number 3 Closed Session.

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

**Carried (5 to 0)**

**3. Closed Session**

**Resolution No. 2021- 2**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby proceeds into Closed Session at 9:31 a.m. under Section 239(2)(b & c), consideration will be given to personal matters pertaining to identifiable individual(s) including a municipal or local board employee(s) and to a proposed or pending acquisition or disposition of land by the municipality or local board.

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

**Carried (5 to 0)**

**4. Report from Closed Session**

Mayor McPhail reported out at 10:27 a.m., that direction was provided to staff regarding personal matters pertaining to identifiable individual(s) and to a proposed or pending acquisition or disposition of land by the municipality.

**Resolution No. 2021- 3**

**Moved: Councillor Cammaert**

**Seconded: Councillor Rowe**

That West Elgin Council hereby approves the payment to an employee of \$291.48.

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

**Carried (5 to 0)**

**6. Adoption of Minutes**

**Resolution No. 2021- 4**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That the Minutes of the Council meeting on December 17, 2020 be adopted with the amendment to item 10.3.3.

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

**Carried (5 to 0)**

**7. Business Arising from Minutes**

**8. Staff Reports**

**8.1 Building**

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

**Resolution No. 2021- 5**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

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

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

**Carried (5 to 0)**

**8. Staff Reports**

**8.2 Fire**

**8.2.1 J. McArthur, Fire Chief - Monthly Report – December**

**Resolution No. 2021- 6**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

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

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

**Carried (5 to 0)**

### **8.3 Operations & Community Services**

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

Report was received for information purposes.

#### **8.3.2 L. Gosnell, Manager of Operations & Community Services - Facility Rental Insurance**

**Resolution No. 2021- 7**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

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

That West Elgin Council hereby approves implementing a facility rental insurance program as provided by West Elgin's current insurance provider, Frank Cowan Company.

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

**Carried (5 to 0)**

Council recessed at 11:22 a.m. and reconvened at 11:30 a.m.

### **8.4 Planning**

#### **8.4.1 Heather James, Planner - TVDSB's Annual Community Planning and Facility Collaboration Opportunities Meeting 2020**

**Resolution No. 2021- 8**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**



That West Elgin Council hereby receives and files the report from Heather James regarding Thames Valley District School Board's Annual Community Planning and Facility Collaboration Opportunities Meeting 2020 for information purposes.

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

**Carried (5 to 0)**

## **9. Approvals for Waiver of Fees**

### **9.1 TOPS**

### **9.2 West Elgin Community Health Centre**

### **9.3 Tiny Tots**

**Resolution No. 2021- 9**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby approves the waiver of rental fees for requests 9.1 and 9.2 and directs staff to proceed with original agreement with Tiny Tots from September 2020.

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

**Carried (5 to 0)**

## **10. Committee and Board Report**

### **10.1 Councillor Reports from Committees**

Councillor Tellier reported that the Rodney Aldborough Agricultural Society completed their draw for the Bo Horvat autographed stick and jersey and despite the pandemic restrictions the draw was a success.

Councillor Tellier reported that the Homelessness Coalition is moving forward with Grace Anglican Church becoming an emergency homelessness shelter and there are some details still needing to be worked out.

Mayor McPhail reported that at Elgin County Council the tender for the Rodney reconstruction was approved and it is anticipated that this

reconstruction should begin in April, weather permitting. The County CAO has requested that Social Services attend the next County Council meeting to provide information on funding to address rural homelessness issues. The first draft of the County budget was presented with a 3.2% increase each year for 10 years, more deliberations are to follow. The Elgin County Official Plan update is getting ready to begin.

**11. Accounts**

**Resolution No. 2021- 10**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Rowe**

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #1 amounting to \$2,769,822.28 in settlement of General, Road, Water and Arena Accounts (including EFT#3374- 3506 Cheque# 25616-25640, online Payments# 584-602 and Payroll PP26/27).

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

**Carried (5 to 0)**

**12. Correspondence**

**Resolution No. 2021- 11**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receive and file all correspondence.

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

**Carried (5 to 0)**

**12.1 Solicitor General - CSWB Plan**

**12.2 Minister of the Environment - Conservation Authorities Working Group**

**12.3 Ministry of Transportation - ORVs Update**

**12.4 Lower Thames Conservation Authority - Bill 229 Passage**

- 12.5 Town of Amherstburg - Development Approvals Requirements for Landfills**
- 12.6 P. Mansell - Request for Sidewalk Extension**
- 12.7 McCall Family Farms Inc. - Notice of Micro Culture License**
- 12.8 R and A Miller - Request to take over light**
- 13. Council Inquires/Announcements**
- 13.2 Statements/Inquires by Councillors**
- Councillor Rowe stated that she has been informed that there is a currently a spray in the process of receiving approvals from Health Canada for phragmites that can be sprayed over water.
- Councillor Rowe stated that the shed has been erected at West Elgin Community Health Centre for COVID-19 testing and currently they are testing approximately 50 people a day.
- 14. By-Laws**
- 14.1 By-Law 2021-01 - Appoint Committee of Adjustment**
- Resolution No. 2021- 12**  
**Moved: Councillor Rowe**  
**Seconded: Councillor Tellier**
- That By-law 2021-01, being a By-law to appoint a Committee of Adjustment, 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)**
- 14.2 By-Law 2021-02 - Municipal Transit Enhanced Cleaning Funding Agreement**
- Resolution No. 2021- 13**  
**Moved: Councillor Rowe**  
**Seconded: Councillor Cammaert**
- That By-law 2021-02 being a By-law to Authorize the Execution of the Transfer Payment Agreement for the Municipal Transit Enhanced Cleaning 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.

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

**Carried (5 to 0)**

**15. Confirming By-Law**

**Resolution No. 2021- 14**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That By-law 2021-03 being a By-Law to confirm the proceedings of the Regular Meeting of Council held on January 14, 2021, 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)**

**16. Adjournment**

**Resolution No. 2021- 15**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That the Council of the Municipality of West Elgin hereby adjourn at 12:56 p.m. to meet as Committee of the Whole at 9:30 a.m. on January 21, 2021 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



# Municipality of West Elgin

## Minutes

### Committee of the Whole Meeting

January 21, 2021, 9:30 a.m.  
Electronic Participation Meeting

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

**Staff Present:**  
M. Badura, Treasurer  
J. Nethercott, Clerk  
L. Gosnell, Public Works Superintendent  
J. Morgan-Beunen, Chief Building Official  
Jeff McArthur, Fire Chief

**1. Call to Order**

Mayor McPhail called the meeting to order at 9:33 a.m.

**2. Adoption of Agenda**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Committee of the Whole adopt the agenda as circulated.

**Carried**

**3. Disclosure of Pecuniary Interest**

No Disclosures

**4. M. Badura, CAO/Treasurer - Overview of 2021 Budget**

Magda Badura, CAO/Treasurer presented a power point overview of the Budget.

**5. 2021 Capital Budget**

Committee of the Whole reviewed the Capital Budget, with more discussion to be had before approval.

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That Committee of the Whole recommends to West Elgin Council that the Rodney Downtown Reconstruction project in conjunction with the County of Elgin be approved.

**Carried**

**6. 2021 Operating Budget**

Committee of the Whole decided to submit questions to the CAO/Treasurer regarding the Operating Budget and these questions will be answered in a presentation at the next meeting on February 4, 2021.

**7. Adjournment**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That West Elgin Committee of the Whole hereby adjourn at 12:03 p.m. to meet again at 9:30 a.m. on February 4, 2021 or at the call of the Chair.

**Carried**

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Duncan McPhail, Mayor

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Jana Nethercott, Clerk



## Staff Report

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**Report To:** Council Meeting  
**From:** Heather James, Planner  
**Date:** 2021-01-28  
**Subject:** Seaside Waterfronts Inc. Draft Plan Approval and Zoning By-law Amendment

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### **Recommendation:**

That West Elgin Council hereby receives the report from Heather James regarding municipal conditions for the draft plan of subdivision file no. 34T-WE1501 and update to the zoning by-law amendment file no. P 7/2011 for Seaside Waterfronts Inc.;

That West Elgin County hereby recommends approval to the County of Elgin Approval Authority for the draft plan of subdivision file no. 34T-WE1501, Seaside Waterfronts Inc subject to the attached municipal conditions; and, lastly,

That West Elgin Council hereby considers the repeal of By-law 2020-85 for Seaside Waterfronts Inc. and replaces with the attached 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

### **Purpose:**

The purpose of this report is to provide Council with the recommended municipal conditions for the draft plan of subdivision and to advise of the requirement to repeal with existing zoning by-law amendment for Seaside Waterfronts Inc., based on comments received from the public meeting.

### **Background:**

A statutory public meeting was held for the draft plan of subdivision and zoning by-law amendment for Seaside Waterfronts Inc.. on November 23, 2020. At the public meeting, public comments (in-person, written and online) were submitted regarding the draft plan. In general, the public comments received were regarding:

- Flooding at the mouth of Sixteen Mile Creek;
- Erosion along the beach area and mouth of Sixteen Mile Creek;
- Concerns regarding contamination of lake water due to sewage treatment plant;
- Marina and beach area filled to capacity in the summer, lack of parking
- Development of Block 12 and 13; will Block 13 be an access on to Douglas Line for Block 12

Public comments received regarding flooding, erosion and lake water contamination were addressed at the public meeting by the Seaside team. No information was provided to the public regarding the use of Block 13.

Staff recommendation at the public meeting was to receive the report from the municipal planner for the draft plan of subdivision and zoning by-law amendment; for Council to receive comments at the public meeting for the draft plan of subdivision and provide a recommendation to the County of Elgin at a future meeting; and, lastly, to provide a first and second reading of the Zoning By-law to amend the Zoning By-law, subject to the conditions on the By-law and that a third reading of by-law be considered after the draft plan of subdivision has received draft plan approval.

### **Financial Implications:**

None at this time.

### **Update:**

Municipal conditions for the draft plan of subdivision have been prepared and are attached to this report. The Manager of Planning for Elgin County, Caroline Baker, land use planner for Seaside, Lower Thames Valley Conservation Authority and myself agree with the proposed municipal draft plan of subdivision conditions. The draft plan of subdivision will be registered in phases in accordance with an approved phasing registration plan, to the satisfaction of the County of Elgin and the Municipality.

Regarding the use of Block 13, Ms. Baker, land use planner for Seaside has confirmed that Block 13 will be used as an access from Douglas Line for Block 12. Due to comments received regarding Block 12 and Block 13, it is recommended that these two blocks be subject to a public meeting prior to approval of a site plan agreement. In order to require a public meeting prior to approval of the Site Plan Agreement, the zoning by-law amendment, which received first and second reading at the public meeting will need to be repealed and replaced with the following site-specific zone for Blocks 12 and 13.

The following site-specific zone is recommended for Blocks 12 and 13:

#### **8.3.8 a) Defined Area**

R1-8-H-3 as shown on Schedule “G” to this By-law.

- b) Notwithstanding the provisions of Section 8 of the By-law, the lands zoned R1-8-H-3 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.
- c) A public meeting for site plan review is required prior to the owner entering into a site plan agreement with the Municipality for lands zoned R1-8-H-3 on Schedule “G” to this By-law.



**Report Approval Details**

|                      |   |
|----------------------|---|
| Document Title:      | Seaside Waterfronts Inc. Draft Plan Approval and Zoning By-law Amendment - 2021-02-Planning.docx  |
| Attachments:         | <ul style="list-style-type: none"><li>- 2021-xx - Seaside Zoning By-law Amendment.docx</li><li>- 2021-xx - ZBA Seaside Waterfronts.pdf</li><li>- Proposed Draft Plan of Subdivision Municipal Conditions for Seaside Waterfronts Inc.docx</li></ul> |
| Final Approval Date: | Jan 26, 2021  |

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott



# MUNICIPALITY OF **West Elgin**

## **The Corporation of the Municipality of West Elgin**

### **By-Law No. 2021-xx**

#### **Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as Concession 14, Part of Lot 6.**

**Whereas** the Council of the Corporation of the Municipality of West Elgin deems it advisable to amend By-law No. 2015-36, as amended, being the Comprehensive Zoning By-law of the Municipality of West Elgin:

**Now Therefore** the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. That By-law No. 2020-85 be deleted in its entirety.
1. That Schedule "G" to By-law No. 2015-36, is hereby amended by changing the subject property from **Lakeshore Development (LD) Zone** to **Site-Specific Residential First Density Holding (R1-7-H-1) Zone, Site-Specific Residential First Density Holding (R1-8-H-3), Site-Specific Residential Third Density Holding (R3-2-H-1), Site-Specific Tourist Commercial Holding (TC-1-H-3), Site-Specific Open Space Holding (OS-5-H-3), Site-Specific Open Space Holding (OS-6-H-3) and Site-Specific Open Space Holding (OS-7-H-3)** for those lands outlined in heavy solid lines and described as R1-7-H-1, R1-8-H-3, R3-2-H-1, TC-1-H-3, OS-5-H-3, OS-6-H-3 and OS-7-H-3 on Schedule "A" attached hereto and forming part of this By-law, being Concession 14, Part of Lot 6, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.
2. That By-law No. 2015-36, as amended, is hereby further amended by adding the following subsections to Section 8.3 Site-Specific Zones:
  - "8.3.7 a) Defined Area  
  
R1-7-H-1 as shown on Schedule "G" to this By-law.
  - b) Notwithstanding the provisions of Section 8 of the By-law, the lands zoned R1-7-H-1 on Schedule "G" to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this

By-law; and may be serviced by a private piped water system and a private sanitary sewage system.

8.3.8 a) Defined Area

R1-8-H-3 as shown on Schedule “G” to this By-law.

b) Notwithstanding the provisions of Section 8 of the By-law, the lands zoned R1-8-H-3 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.

c) A public meeting for site plan review is required prior to the owner entering into a site plan agreement with the Municipality for lands zoned R1-8-H-3 on Schedule “G” to this By-law.”

3. That By-law No. 2015-36, as amended, is amended by adding the following subsection to Section 10.3 Site-Specific Zones:

“10.3.2 a) Defined Area

R3-2-H-1 as shown on Schedule “G” to this By-law.

b) Notwithstanding the provisions of Section 10 of the By-law, the lands zoned R3-2-H-1 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.”

4. That By-law No. 2015-36, as amended, is hereby further amended by adding the following subsection to Section 19.3 Site-Specific Zones:

“19.3.1 a) Defined Area

TC-1-H-3 as shown on Schedule “G” to this By-law.

b) Notwithstanding the provisions of Section 19 of the By-law, the lands zoned TC-1-H-3 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.”

5. That By-law No. 2015-36, as amended, is hereby amended by adding the following subsection to Section 25.3 Site-Specific Zones:

“25.3.5 a) Defined Area

OS-5-H-3 as shown on Schedule “G” to this By-law.

b) Permitted Use

Conservation

6. That By-law No. 2015-36, as amended, is hereby further amended by adding the following subsection to Section 25.3 Site-Specific Zones:

“25.3.6 a) Defined Area

OS-6-H-3 as shown on Schedule “G” to this By-law.

b) Permitted Uses

Sewage treatment plant  
Conservation area  
Private park

- c) Notwithstanding the provisions of Section 25 of the By-law, the lands zoned OS-6-H-3 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.”

7. That By-law No. 2015-36, as amended, is hereby amended by adding the following subsection to Section 25.3 Site-Specific Zones:

“25.3.7 a) Defined Area

OS-7-H-3 as shown on Schedule “G” to this By-law.

b) Permitted Uses

Conservation area  
Private park

- c) Notwithstanding the provisions of Section 25 of the By-law, the lands zoned OS-7-H-3 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.”

8. This By-law comes into force upon the day it is passed in the event an appeal has not been filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended. In the event an appeal is filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended, the By-law shall be deemed not to have come into force until the appeal has been finally disposed of, whereupon the By-law, except for such parts as are repealed or amended as so

directed by the Local Planning Appeal Tribunal (LPAT), shall be deemed to have come into force on the day it was passed.

Read a first and a second time and provisionally adopted this 23<sup>rd</sup> day of November 2020.

Read a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_.

---

Duncan McPhail  
Mayor

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Jana Nethercott  
Clerk

FURNIVAL RD

Lands  
to be  
Zoned  
TC-1-H-3

Lands  
to be  
Zoned  
R3-2-H-1

GRAY LINE

Lands  
to be  
Zoned  
R3-2-H-1

Lands  
to be  
Zoned  
R1-7-H-1

Lands  
to be  
Zoned  
OS-5-H-3

Lands  
to be  
Zoned  
R1-7-H-1

Lands  
to be  
Zoned  
TC-1-H-3

Lands  
to be  
Zoned  
OS-5-H-3

Lands  
to be  
Zoned  
OS-6-H-3

Lands  
to be  
Zoned  
OS-7-H-3

Lands  
to be  
Zoned  
R1-8-H-3

DOUGLAS LINE

Lake Erie

This is Schedule "A" to By-law No.  
passed on the 14th day of January, 2021

MAYOR

CLERK

MUNICIPALITY OF WEST ELGIN  
Comprehensive Zoning By-Law 2015-36  
SCHEDULE 'A' MAP G



0 65 130  
Meters



Proposed Draft Plan of Subdivision Municipal Conditions for Seaside Waterfronts Inc.

1. That the Owner must enter into a subdivision agreement, pursuant to the authority of section 51(26) of the *Planning Act*, as amended, with the Municipality wherein the owner agrees to satisfy all the requirements, financial and otherwise, of the Municipality respecting the conditions of approval set out herein, and the laying out and development of the site, the installation of facilities and services including roads, on-site sewage collection systems, which includes the following:
  - a. The owner agrees to satisfy all financial requirements including outstanding Municipal Property taxes and invoices for services provided.
  - b. All development and onsite services must be erected and maintained in accordance with the Municipal Class Environmental Assessment, Environmental Study Report Update, prepared by Gary Blazak and MTE, January 2020.
  - c. The development shall be serviced by municipal water with a connection and meter chamber at the property line at the developer's expense. The Municipality shall confirm that there is uncommitted reserve water treatment capacity to service the development.
  - d. The development shall be serviced by a privately owned and operated piped water system at the developer's expense.
  - e. The development shall be serviced by a privately owned and operated sewage system and sewage treatment plant as per the Municipal Class Environmental Assessment and shall be operated by an MOECC licensed operator.
  - f. Approval and license must be obtained from MOECC for the privately owned and operated sewage treatment plant prior to any development requiring a building permit.
  - g. An Environmental Compliance Approval must be obtained from the MOECC for storm water management in advance of any development same as above. That the Owner obtain an Environmental Compliance Approval from the Ministry of the Environment and Climate Change for storm water management prior to any development requiring a building permit. The subdivision agreement shall contain provisions regarding the development, implementation, installation, and maintenance of the storm water management facilities.
  - h. Any unplugged oil or gas wells discovered during the development process must be plugged in accordance with the Oil, Gas and Salt Resources Act.

- i. That all Lower Thames Valley Conservation Authority requirements including all necessary permits for development within the regulated area as defined by the regulation under the Conservation Authority's Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation, O. Reg. 152/06 under the Conservation Authorities Act be met and issued prior to commencing any development, as defined by the Conservation Authorities Act, and/or grading on the site.
  - j. On-site archaeological monitoring must be provided at the developer's expense during any physical excavation of the subject lands in accordance with the recommendations of the Archaeological assessment (stage 4), prepared by Mayer Heritage Consultants Inc., February 2008; Addendum to archaeological assessment (stages 1 to 3), March 2010 and 2013 (stage 4 investigation of location 15); Archaeological assessment (stages 1 & 2), Port Glasgow commercial block, prepared by Mayer Heritage Consultants Inc., February 2012; and, Archaeological assessment (stages 1 & 2), Port Glasgow stormwater management pond, prepared by Mayer Heritage Consultants Inc., October 2013.
  - k. On-site construction and post-construction monitoring program at the developer's expense, by a qualified ecological consultant to protect and enhance Natural Heritage resources in accordance with the EIS completed by Biologics Inc., May 2015 with November 2015 addendum.
  - l. Develop the property in accordance with the recommendations from the geotechnical assessment revised report, prepared by Golder Associates, May 2016.
2. That all recommendations from the EIS completed by Biologics Inc., May 2015 with November 2015 addendum be incorporated in the final subdivision.
  3. That the subdivision agreement contains a provision, prepared to the satisfaction of the Municipality regarding phasing or timing of the development.
  4. That the subdivision agreement between the owner and the Municipality be registered against the lands to which it applies once the plan of subdivision has been registered.
  5. That the subdivision shall be registered in phases, in accordance with an approved phasing registration plan, to the satisfaction of the Municipality and the County of Elgin.
  6. That the owner conveys up to five (5%) of the land included in this plan for the Municipality for park or other recreational purposes or alternatively the Municipality may require cash-in-lieu of all or a portion of the conveyance.



7. That prior to final approval the Municipality shall advise that appropriate zoning is in effect for the plan of subdivision.
8. That the owner shall provide easements as may be required for services, utility, or drainage purposes in a form satisfactory to the Municipality or utility.
9. That the subdivision agreement between the owner and the Municipality contain a provision requiring the owner to install geodetic monuments within the subdivision. The number, specifications and location of the monuments are to be approved by the Municipality prior to final plan approval and registration.
10. That a lot grading plan for all blocks has been prepared and approved by the Municipality as part of the subdivision agreement.
11. That the owner has entered into a Municipal Responsibility Agreement between the owner and the Municipality which will require sufficient financial assurance should the Municipality be required to assume the operation of the sewage collection and treatment systems (sanitary and storm) in the event of default by the owner.
12. That the Owner is required to prepare an erosion and sediment control plan applicable to the proposed phase, to the satisfaction of the Municipality and the Lower Thames Valley Conservation Authority prior to commencement of any development, as defined under the Conservation Authorities Act, including grading and /or site alteration works upon the subject lands. The owner is responsible for submitting regular inspections to the Municipality and the Conservation Authority for their approval. This condition only applies to construction for land within the Conservation Authority's Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation, O. Reg 152/06 under the Conservation Authorities Act.
13. That the Owner shall be responsible for implementing and maintaining sediment and erosion controls on the subject lands until such time as the subject lands are fully developed.



# Municipality of West Elgin

## Minutes

### West Elgin Community Centre Board of Management

December 9, 2020, 9:00 a.m.  
West Elgin Community Centre

**Present:** Duncan McPhail  
Alphonse Willie  
Ken Loveland  
Jim Hathaway

**Staff Present:** Lee Gosnell, Manager of Operations and Community Services  
Emily Jocius  
Adam Ecker, Recreation Supervisor

**1. Call to Order**

Chair K. Loveland called the meeting to order at 9:03 a.m.

**2. Adoption of Agenda**

**Moved:** Alphonse Willie

**Seconded:** Jim Hathaway

That West Elgin Community Centre Board of Management hereby adopts the Agenda as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

#### **4. Minutes**

**Moved:** Jim Hathaway

**Seconded:** Duncan McPhail

That West Elgin Community Centre Board of Management Committee adopt the minutes of November 17, 2020 as circulated and printed.

**Carried**

#### **5. Business Arising from Minutes**

No business arising from the minutes.

#### **6. Financials**

L. Gosnell, the Manager of Operations and Community Service reported on the Arena financials as of November 30, 2020. L. Gosnell spoke specifically on Note 2 Ice Rentals as the ice rentals showed the largest increase since the last financial update.

That West Elgin Community Centre Board of Management hereby receive and file the Financials as of November 30, 2020.

#### **7. Staff Reports**

##### **7.1 Operational Update**

Operational Agreement between West Elgin and Dutton Dunwich. This agreement was formed in 2004 and has only had minor updates preformed in 2019. L. Gosnell spoke on section 2.2 of the agreement stating the number of persons able to sit on the committee from each council and respective organizations. Additional names will be put forth at the January meeting for new or returning members.

The West Elgin Community Centre Board of Management received information on a new hire for the Parks and Recreation Operators Position. Michael Aers was hired to assist in operations in the parks and recreation division.

SWPH- Red Stage

Increase in COVID-19 cases across Southwestern Public Health may change the outlook at the Arena. L. Gosnell reported on the increase in numbers could move our public health unit to the "Red Stage" in the Provinces Covid-19 response framework: keeping Ontario safe and open.

L. Gosnell spoke on the changes of the current operations as the new stage would only allow 10 skaters on ice only working on skill development. The verbal plan presented by L. Gosnell showed that additional time would be needed if the two major user groups were to continue. J. Hathaway gave a report on the West Elgin Skating Club Presidents thoughts on the change. The change would affect the number of skaters allowed on ice but if there is additional ice to book and parents are open to this change then they are prepared to move forward with the new restrictions. A. Willie will report back with West Lorne Minor Hockey Boards decision on Red Stage of Ontario's COVID-19 response framework: keeping Ontario Safe and Open.

L. Gosnell also stated that a change to the price of ice time due to limited number of skaters on ice was a possibility. The board motioned a vote to accept the daytime Non-Prime ice rate for the 28 days that the health unit could be in the "Red Stage"

**Moved:** Jim Hathaway

**Seconded:** Duncan McPhail

The West Elgin Community Centre Board of Management accepts the day time Non-Prime ice rate to be set of 28 days if Southwestern Public Health moves to the Red Stage of the Covid-19 response framework: keeping Ontario Safe and Open.

**Carried**

## **7.2 Program Update**

The West Elgin Community Centre Board of Management received a verbal update on the current programming. L. Gosnell spoke on the arena operating 7 days a week. Adult skate taking place on Tuesday and Thursday weekly from 2-3 p.m. Public skating runs on Saturday from 2-3 p.m. On December 5th the registration had reached maximum limits of 40 persons able to attend. As all patrons are following guidelines and public skate is well attended additional skating times may be implemented.

## **7.3 Storage Rooms**

The West Elgin Community Centre Board of management received a verbal update from A. Ecker, Recreation Supervisor on the Storage rooms at the West Elgin Community Centre. The storage rooms allow each minor sports association store additional items such as pucks, sweaters, and

skating uniforms. The storage rooms are small with small electric heaters inside. The West Elgin Skating Club storage room does have a second door which temperature is frequently changing due to skating coaches going in and out of the room as well as wanting to prevent mold from ruining the skating costumes, and props. A current solution of changing the thermostat only when coaches are in the room and turning it back down to 10 degrees after the practice is over. A. Ecker will be placing thermometers under the bleachers to see the amount of heat that is reaching the items in additional storage. A report will be shown at the next meeting with the thermometer readings and a solution to the storage room heaters.

J. Hathaway also commented on the ice resurfacing conditions. Bingo dabbers used to mark additional skating drills on the ice surface can create a slick surface if the operator does not cut enough ice off. A. Ecker mentioned that the slick surface was caused due to not enough ice begin cut. A follow up email will be sent from the Recreation Supervisor regarding the ice resurfacing and how this situation has been mitigated.

#### **7.4 2021 Meeting Dates**

**Moved:** Duncan McPhail

**Seconded:** Jim Hathaway

That the West Elgin Community Centre Board of Management approves the following meeting dates for the year 2021:

January 13

February 10

March 10

April 14

August 11

September 8

October 13

November 10

December 8

**Carried**

**8. Adjournment**

That the West Elgin Community Centre Board of Management hereby adjourn at 10:30 a.m. to meet again on January 13, 2021 or at the call of the Chair.

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Ken Loveland, Chair

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Emily Jocius, Recording Secretary



# **Municipality of West Elgin**

## **Agenda**

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

**January 27, 2021, 9:00 a.m.**  
**Electronic Participation Meeting via Zoom**

Documents are available in alternate formats upon request. Please contact the Clerk's Department if you require an alternate format or accessible communication support at 519-785-0560 or by email at [jnethercott@westelgin.net](mailto:jnethercott@westelgin.net).

**1. Call to Order**

**2. Adoption of Agenda**

Recommendation:

That West Elgin Community Centre Board of Management hereby adopts the Agenda as presented.

**3. Disclosure of Pecuniary Interest**

**4. Minutes**

Recommendation:

That West Elgin Community Centre Board of Management Committee adopt the minutes of December 09, 2020 as circulated and printed.

**5. Business Arising from Minutes**

**6. Financials**

Recommendation:

That The West Elgin Community Centre Board of Management hereby receive and file the Financials as of December 31, 2020

**7. 2021 Capital Projects**

**8. Staff Reports**

**8.1. COVID-19 Update**

**8.2. Verbal Update on Storage Rooms**

**9. Adjournment**

Recommendation:

That the West Elgin Community Centre Board of Management hereby adjourn at \_\_\_\_\_  
a.m. to meet again on



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

## **Minutes**

**December 15, 2020, 7:00 p.m.**

**Electronic Participation Meeting via Zoom**

**Present:** Allan Mayhew, Southwest Middlesex  
Angela Cammaert, West Elgin  
Bonnie Rowe, West Elgin  
Duncan McPhail, West Elgin  
Ken Loveland, Dutton Dunwich  
Marigay Wilkins, Southwest Middlesex  
Taraesa Tellier, West Elgin  
Tim Sunderland, Chatham-Kent  
Bob Purcell, Chair  
Mike Hentz, Dutton Dunwich  
Diane Brewer, Newbury

**Regrets:** Michael Noe, Newbury  
Doug Bartlett, Southwest Middlesex

**Staff Present:** Jana Nethercott, Recording Secretary  
Magda Badura, CAO/Treasurer

**Also Present:** Jill Belchamber-Glaizer, Southwest Middlesex

**Due to the COVID-19 Pandemic and physical distancing requirements, this meeting will be held electronically.**

**1. Call to Order**

Chair B. Purcell called the meeting to order at 7:02 p.m.

**2. Adoption of Agenda**

**Moved: Angela Cammaert**  
**Seconded: Marigay Wilkins**

That Tri-County Water Board hereby adopts the Agenda for December 17, 2020 as presented.

For (9): Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (3): Allan Mayhew, Doug Bartlett, and Michael Noe

**Disposition: Carried (9 to 0)**

**3. Disclosure of Pecuniary Interest**

No disclosures

Allan Mayhew joined the meeting at 7:05 p.m.

**4. Minutes**

**Moved: Mike Hentz**

**Seconded: Duncan McPhail**

That minutes of the Tri-County Water Board meeting on October 27, 2020 be adopted as circulated and printed.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

**5. Business Arising from Minutes**

No business

**6. Staff Reports**

**6.1 Third Quarter Operations Report**

Mike Taylor presented the Third Quarter Operations Report. Mr. Taylor reported that there have been higher flows from the plant this past summer, which he believes that is directly tied to the COVID-19 and more people being home.

**Moved: Taraesa Tellier**

**Seconded: Ken Loveland**

That Tri-County Water Board hereby receives the 2020 Third Quarter Operations Report from OCWA.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

## **6.2 Extension of Auditing Services**

**Moved: Allan Mayhew**

**Seconded: Tim Sunderland**

That the Tri-County Water Board hereby approve the extension of External Audit Services by Scrimgeour & Company CPA Professional Company at a cost of \$3,700 for five years until December 31, 2025.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

## **6.3 2021 Insurance Renewal**

M. Badura presented the 2021 Insurance renewal. Ms. Badura reported that she has submitted a letter of reconsideration for the increase of over 26% and has not heard a response. Tri-County Water Board directed staff to get quotes on insurance for 2022.

**Moved: Diane Brewer**

**Seconded: Bonnie Rowe**

That the Tri-County Water Board hereby approves the renewal of insurance coverage with Frank Cowan at an annual cost of \$18,285 plus applicable taxes.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

## **7. 2021 Proposed Budget**

Mike Taylor presented information on the work that was done in 2020 on phragmites in the water around the intake pipe for the plant. Mr. Taylor stated that phragmites has encroached significantly on the treatment area of the plant and needs to be addressed in 2021. The quotes provided in the budget covers the cost of equipment and staff required for spraying and cutting of phragmites and the work could be scheduled for early July if approved in the Budget.

Mr. Taylor presented a video taken of the West Lorne Standpipe to show the issues discovered in the inspection. The inspection company has recommended that work is required both inside and outside of the standpipe. Staff are to report back to Tri-County Water Board regarding options for financing the work required and with recommendations on a workplan moving forward.

Mr. Taylor presented the information on the required software updates. Due to the construction of the plant, there is only one vendor able to provide the software for the equipment and the update is required.

**Moved: Duncan McPhail**

**Seconded: Mike Hentz**

That the Tri-County Water Board hereby adopt the 2021 Operating and Capital Budgets as presented.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

## **8. New Business**

### **8.1 Election of Chair & Vice Chair for 2021**

Chair Purcell stated that he and Vice Chair McPhail are willing stay on if no one else wishes to run for these positions. There were no volunteers to run.

**Moved: Allan Mayhew**

**Seconded: Tim Sunderland**

That Bob Purcell and Duncan McPhail are hereby re-appointed as Chair and Vice Chair of the Tri-County Water Board for the 2021 year.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

## **9. Adjournment**

**Moved: Marigay Wilkins**

**Seconded: Ken Loveland**

That the Tri-County Water Board hereby adjourn at 8:50 p.m. to reconvene on January 26, 2021 at 7:00 p.m. or at the Call of the Chair.

For (10): Allan Mayhew, Angela Cammaert, Bonnie Rowe, Duncan McPhail, Ken Loveland, Marigay Wilkins, Taraesa Tellier, Tim Sunderland, Mike Hentz, and Diane Brewer

Absent (2): Doug Bartlett, and Michael Noe

**Disposition: Carried (10 to 0)**

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Bob Purcell, Chair

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Jana Nethercott, Recording  
Secretary

# **Tri-County Water Board of Management Agenda**

**January 26, 2021, 7:00 p.m.  
Electronic Participation Meeting via Zoom**

Due to the COVID-19 Pandemic this meeting will be held electronically. 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. Adoption of Agenda**

Recommendation:

That Tri-County Water Board hereby adopts the Agenda for January 26, 2021 as presented.

**3. Disclosure of Pecuniary Interest**

**4. Minutes**

Recommendation:

That minutes of the Tri-County Water Board meeting on December 15, 2020 be adopted as circulated and printed.

**5. Business Arising from Minutes**

**6. Staff Reports**

**6.1. Financials as of December 31, 2020**

**6.2. Tri-County Plant Update: Incoming power supply and transformer project**

**6.3. M. Taylor and S. Budden - Verbal Update on West Lorne Standpipe**

#### **6.4. Dates of 2021 Tri-County Water Board Meetings**

Recommendation:

That the dates of the Regular Tri-County Water Board meetings for 2021 shall be:

April 27

July 27

October 26

December 14

#### **7. Closed Session**

Recommendation:

That Tri-County Water Board hereby adjourn into Closed Session at \_\_\_\_\_ p.m. under Section 239(2)(f) of the *Municipal Act*, consideration will be given to advice that is subject to solicitor-client privilege.

#### **8. Report from Closed Session**

#### **9. Adjournment**

Recommendation:

That the Tri-County Water Board hereby adjour at \_\_\_\_ to reconvene on April 27, 2021 at 7:00 p.m. or at the Call of the Chair.

# Agenda

## Youth Task Team

**Date:** November 23<sup>rd</sup>

**Time:** 4:00 to 6:00 pm

**Location:** via Zoom

**Chair:** Kristyn Munroe

**Recorder:** Zoom Recording

**Attendees:** Kristyn Munroe, Troy Carlson, Jessica Austin, Trish Corneli, Kellie Coelho, Angela Kelly, Selaena Hayward, Destiny Bertasson, Taresea Tellier, Ivory Tellier

**Guests:**

**Regrets:** Jessica Ross, Jennifer Keech



Youth Task Team  
- Dutton Dunwich - West Elgin -

| # | Time (est) | Topic               | Desired Outcome<br>( <i>update, input, evaluate, decide, share</i> ) | Individual Responsible | Discussion/Action   |
|---|------------|---------------------|--|------------------------|---|
| 1 | 5min       | Introductions       | Share/ Evaluate  | All                    | Completed.  |
| 2 |            | Approval of agenda  | Decide   | All                    | No objections.  |
| 3 |            | Approval of minutes | Decide   | All                    | No objections. Taresea and Trish motioned to approve.   |
| 4 | 5min       | Terms of Reference  | Share  | Kristyn                | Any additions or changes?<br><br><ul style="list-style-type: none"> <li>- Currently we have a 3 chair system: <ul style="list-style-type: none"> <li>o Youth: Currently we have Saleana and Destiny (chairs of the YAs)</li> <li>o Community: TO BE FILLED</li> <li>o Agency: Kristyn (currently on mat leave as of April 2021). Preferable to have someone who has been involved with the committee to set-up as the agency chair versus my replacement who will be new to the YTT Team.</li> <li>o <b>If anyone is interested in either the agency chair or the community chair roles.</b></li> </ul> </li> </ul> |



|   |       |                          |        |                            |   |
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|   |       |                          |        |                            | <ul style="list-style-type: none"> <li>- Kelly inquired about the duties of each role. Kristyn updated on the duties and review the details laid out in the TOR (attached).</li> <li>- Kelly inquired about the reasoning behind the three chair model laid out within the TOR. The idea behind the three roles is that the three areas agency, community and youth come together to share leadership of the YTT.</li> <li>- Meetings dates/times will be updated to Monday's from 4-6 pm moving forward this will be updated and noted within the TOR.</li> </ul> <p>To be signed off January 2021 - please forward any other questions, concerns or additions before the January 2021 meeting.</p>  |
| 5 | 20min | Youth Ambassadors Update | Update | Youth Ambassador Co-Chairs | <p>Updates/changes from YA Meetings</p> <ul style="list-style-type: none"> <li>- Moved the YA meetings to follow the YTT meetings on Monday's from 6:30 to 8 pm and running in person as long as possible. We scheduled both the YTT and the YA meetings on the same evening making it easier for youth with jobs to attend.</li> </ul> <p>Updates from the last meeting:</p> <ol style="list-style-type: none"> <li>1. Youth feeling overwhelmed by school <ul style="list-style-type: none"> <li>- Destiny shared the discussion from the last meeting that youth are very overwhelmed by the school system and as the weather gets colder they will have limited access to a wellness break (outside).</li> <li>- Destiny met with Mrs. Smith – at the moment nothing can be done that separates the cohorts but we can encourage students to join clubs with their friends that are currently being held virtually. <ul style="list-style-type: none"> <li>▪ Destiny to gather a list of the clubs that are currently running for upcoming club day.</li> <li>▪ Currently no outside groups are invited into the school.</li> <li>▪ Outside clubs can prerecord a message to be shared with students or youth involved could represent an outside club potentially. <b>Touch base with Destiny to see when club day is and if we can support youth with getting more</b></li> </ul> </li> </ul> </li> </ol> |

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|  |  |  |  |  | <p style="text-align: center;"><b>information out to students.</b></p> <ul style="list-style-type: none"> <li>- In addition Destiny shared, leadership students can be trained to be able to discuss the student voice with each class and engage with students to learn more about what they need and how the YTT can support them.</li> <li>- There has been discussion to work with youth in the community around writing a letter and encouraging other youth to write a letter to advocate for their needs. Bringing this information back to the Community Action Network tables where representatives from the board sit.</li> </ul> <p>2. Activities that the YTT can support for youth in the community</p> <p style="padding-left: 40px;">* see email forward from Trish Corneil</p> <ul style="list-style-type: none"> <li>- Trish updated based on the email that was sent out regarding the email regarding organized activities. Now that we are in the stage orange availability has changed. Trish is open to discuss how we organize activities outside the community.</li> <li>- Discussion around virtual yoga being offered for youth in the community. Wildflower Yoga comes highly recommended and the Dutton Municipality has used in the past. <b>Trish to find out a cost to run once a month for the next 4 to 6 months and availability.</b></li> <li>- There still is the multiple use pad outside in Dutton that can be used to organize activities.</li> <li>- Jennifer Blenhard – would love to offer pound to the youth in the community. Currently she is running out of the Eagle Community centre with COVID precautions in place. <b>Currently Jen would offer this free of charge and is currently running at the legion. She would close one to just youth and she is open for timing outside of Tuesday's. Potentially offer a thank-you gift card to Jen for her time.</b></li> </ul> |
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|  |  |  |  |  | <ul style="list-style-type: none"> <li>- What other virtual experiences would youth be open to? <ul style="list-style-type: none"> <li>▪ Potentially a virtual Zumba class for youth. <b>Angela to reach out regarding Zumba.</b></li> <li>▪ Potentially a snowman building contest when the snow flies. <b>Destiny to think about prizes that could be used for a potential snowman building contest.</b></li> <li>▪ Potentially connecting with the WECHC regarding stress activities and/or mindfulness.</li> <li>▪ There are online options via the YMCA – Y Gym is a virtual resource that is available.</li> <li>▪ Jessica Austin brought forward the idea of loud/gender diverse activities - paintball etc. <ul style="list-style-type: none"> <li>• Taresea - there is a gentleman that travels that does axe throwing.</li> <li>• Destiny – there is a paintball place in Melbourne. Is this a possibility to bring in and social distance in the area? Adrenaline Paintball. <b>Kristyn to reach out.</b> <ul style="list-style-type: none"> <li>○ Is there a possibility to turn this into a community engagement opportunity – put up template, paintball a wall/large canvas, youth paintball and then have something left behind as well.</li> </ul> </li> <li>• Ivory – Ivory and her friends loved the axe throwing in Wallacetown. <b>Ivory and/or Taresea to reach out to Wallacetown regarding contact for the axe throwing.</b></li> </ul> </li> </ul> </li> <li>- Engaged with youth at the meeting around if they would prefer a youth only class or be open to an all age's class? Destiny share that she thought youth would prefer a youth only class. <b>Kristyn to reach out.</b></li> </ul> |
|--|--|--|--|--|--|

|          |       |                                   |                           |                 |   |
|----------|-------|-----------------------------------|---------------------------|-----------------|---|
|          |       |                                   |                           |                 | <ul style="list-style-type: none"> <li>- Trish brought up the idea around a retreat for the YA's involved with the YTT. A potential idea would be Long Point Eco Tours or a tour of the St. Thomas Courthouse. Potentially in the spring when hopefully COVID precautions have limited.</li> <li>- Angela brought forward – potentially reaching out to Holly Painter to see if she could put together some virtual workshops around healthy expression. <b>Kristyn to reach out.</b></li> </ul> <p>* Something to consider moving forward with what we are offering is at some point funding will come to an end and we need to consider sustainability planning in terms of being able to offer activities for youth in the community past the YTT grant.</p>   |
| <b>6</b> | 30min | <b>Current status of CI Grant</b> | Evaluate/<br>Input/Decide | Kristyn/Jessica | <p>Next steps for Theory of Change plan</p> <p>1<sup>st</sup> chunk of money from our Execution Grant has arrived. Some of things we have to potentially move forward:</p> <ul style="list-style-type: none"> <li>- Adult ally training specific to the West Elgin and Dutton-Dunwich areas building off of the Centre of Excellence framework that we have chosen as the YTT.</li> <li>- Bringing advocacy training to youth in the community.</li> <li>- Brining forward that idea of a town hall – inviting leaders in the community and providing a platform in which they can share their thoughts and opinions and leaders can in engage with youth in a respectful and meaningful way.</li> <li>- Getting the Youth Charter out into the community</li> <li>- Revisiting the idea of the youth dedicated/youth focused spaces.</li> <li>- Jessica A. is working on some social media posts to increase engagement on these platforms.</li> <li>- Jessica A and myself are meeting tomorrow with Wynie Dearlove regarding potentially having virtual CYC students to support with projects moving forward.</li> </ul> <p><b>Kristyn to discuss with youth at the YA meeting this evening.</b></p> |
| <b>7</b> | 15min | <b>Data/Shared Measurement</b>    | Share/Decide              | Jessica         | <p>Update from Jess</p> <ul style="list-style-type: none"> <li>- Both Thames Valley and London District School Boards have reached out</li> </ul>   |

|          |       |                                |              |         |  |
|----------|-------|--------------------------------|--------------|---------|--|
|          |       |                                |              |         | <p>regarding the work happening in the West. They are very interested in the plant youth survey and how the information can be used.</p> <ul style="list-style-type: none"> <li>○ How do we collect from the voices from those that do not attend school in the western area (St. Joes etc.)</li> <li>- There has been a discussion around what surveys can be dropped in order to start this survey being considerate to youth time and survey overwhelming.</li> <li>- There will be a focus of youth taking the survey and making real to our community (i.e. Do you attend bars or pubs? – not available in our community).</li> <li>- Representatives would join our table to have these discussions.</li> <li>- There was another survey Ontario Parent Survey that <b>Jessica Austin will share</b> – how has family functioning been working during COVID-19. A lot of similarities with the information youth are bringing forward here at this table. This is Ontario based not necessarily focused on our areas.</li> </ul> <p>We are still waiting on data from the CIW survey. Youth information is at the top of the to do list so hopefully we will get these numbers soon. Again these are pre covid numbers so that will need to be considered.</p> |
| <b>8</b> | 30min | <b>Next Steps</b>              | Input/Decide | Kristyn | See in bold above.   |
| <b>9</b> | 15min | <b>Meetings moving forward</b> | Decide       | Kristyn | <p>Meetings are now the 4<sup>th</sup> Monday of the month.<br/>Next meeting date: December 28<sup>th</sup> – No December date.</p> <p><b>Next meeting is January 25<sup>th</sup> 4-6 pm (zoom at this time)</b></p> <p><b>Please mark these 2021 dates in your calendar (4-6 pm):</b><br/> February 22<sup>nd</sup><br/> March 22<sup>nd</sup><br/> April 26<sup>th</sup><br/> May 24<sup>th</sup><br/> June 28<sup>th</sup><br/> July 26<sup>th</sup><br/> August 23<sup>rd</sup><br/> September 27<sup>th</sup></p>   |

|  |  |  |  |  |   |
|--|--|--|--|--|---|
|  |  |  |  |  | October 25 <sup>th</sup><br>November 22 <sup>nd</sup><br>December TBC |
|--|--|--|--|--|---|

January 12, 2021

## In This Issue

- Elgin County Raises Alzheimer Society Flag
- Annual Committee Appointments Approved
- Development Charges Workshop
- Official Plan Review Process
- County Prepares for Video Court Proceedings
- 2021 Budget Preliminary Plan
- Engineering Contract Awards
- DropBike Contract Renewal

## Contact Us

County of Elgin  
(519) 631-1460  
kthompson@elgin.ca  
www.elgincounty.ca

## Elgin County Raises Alzheimer Society Flag



On January 12, 2021 the Alzheimer Society Flag was raised at the Elgin County Heritage Centre in honour of Alzheimer awareness month. Raising the Alzheimer flag during awareness month helps to show support to those affected by dementia and to let them know that they are not alone.

During the month of January, the Alzheimer Society of Canada encourages organizations and members of the public to learn more about dementia and its impact on members of the community. Each year in Canada,

25,000 people are diagnosed with a form of dementia and numbers are expected to rise. By 2031, there will be almost a million Canadians living with a form of dementia. While Alzheimer disease is a degenerative brain disorder that most often occurs in people over the age of 65, it can affect people as early as in their 30s and 40s.

“The County of Elgin is proud to play a role in bringing awareness to this disease that affects so many people within our community,” said Warden Tom Marks. “Everyone knows someone who has been diagnosed with dementia and we are familiar with the challenges faced by both those diagnosed with the disease and their loved ones. Awareness is the first step in understanding what people living with dementia experience in their day-to-day-lives so that we can fight the stigmas associated with this disease and ensure that those we love are receiving care and services tailored to their unique needs. We all have a role to play in making our communities safe and inclusive for people living with dementia.”

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### Annual Committee Appointments Approved

Elgin County Council approved the annual appointment of Council Members to Committees of Council and outside boards as recommended by Warden Marks.

A list of 2021 Committee appointments is available on the Elgin County [website](#).

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### Development Charges Workshop

Hemson Consulting provided Council with an educational workshop on development charges including information on the Development Charges Act and Planning Acts, development study requirements, a proposed work plan for Elgin, key steps in passing a development charges by-law and development charges rate comparisons. Councillors were able to ask questions of Hemson Consulting and voted to receive and file the presentation.

The complete workshop presentation is included as part of the January 12, 2021 County Council Agenda Package.

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### Official Plan Review Process

The Manager of Planning presented a report to Council outlining the process, public consultation strategy and timelines associated with the Official Plan Review. Council directed staff to proceed with the Five-Year Review process and directed that a Special Public Meeting be scheduled for the end of February to begin the process in accordance with Section 26 (3) of the Planning Act.

The County of Elgin adopted the current Official Plan (OP) in 2013. In accordance with the Planning Act (Section 26) every municipality must update its Official Plan every five (5) years. The purpose of an Official Plan 5-Year Review is to ensure that the community vision/values, directions, policies and actions in the Plan reflect changes and meet the needs of the community for the future, and to review for consistency with the Provincial Policy Statement.

The full report is included as part of the January 12, 2021 County Council Agenda package.



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## County Prepares for Video Court Proceedings

In-person Provincial Offences Court proceedings have been suspended since March 16, 2020, as a result of the Covid-19 pandemic. Via audio conferencing, Judicial Pretrials began June 22, 2020, Part I Early Resolution guilty plea hearings followed on July 8, 2020, and Part III resolutions commenced on October 8, 2020 – at present, however, the commencement of trials are still pending. The Ministry of the Attorney General (MAG) has now provided direction on their approved technical solution for virtual trials and the requirements for remote proceedings until it is safe to resume in-person proceedings. Elgin County Court staff have begun preparations for the first video session in the coming weeks.

For information regarding the process and equipment that will be utilized for conducting these virtual proceedings consult the report contained in the January 12, 2021 County Council Agenda Package.

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## 2021 Preliminary Budget Plan Presentation

The Director of Finance presented a preliminary 2021 budget plan to Council. The presentation included sources of funding received in 2020, internal cost reductions, proposed cost increases/service enhancements, debt financing, surplus, use of reserves, tax ratios and a preliminary average tax rate increase of 3.3%.

Council voted to include an approximately \$9 million increase in total debt for the facility asset management plan into the preliminary budget plan and voted to keep tax ratios for farm and small commercial at the rates previously set.

The Budget Committee met in the afternoon on January 12, 2021 to consider Council's feedback and will meet again on January 26, 2021 to review Capital and Operating ten-year plans, including Closed and Carry-Forward projects, and establish a final tax rate recommendation for County Council. Council will consider the approval of the operating and capital budgets and set a tax rate on February 9, 2021.

The full presentation can be found in the January 12, 2021 County Council Agenda package. For more information about the Elgin County Budget Committee or to learn about the municipal budgeting process visit [www.elgincounty.ca/budgetcommittee](http://www.elgincounty.ca/budgetcommittee).

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## Engineering Services - Tenders

### *Corporate Facilities Cleaning Services*

A Contract Cleaning Services Tender for the Administration Building, Heritage Centre and POA Courthouse was awarded to Serv-U-Clean Inc. for a two-year term at a total price of \$265,148. Additionally, enhanced cleaning services, consisting of a day porter focusing on

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COVID related cleaning across the three facilities, was accepted for an initial one (1) year term for a total price of \$31,200.

### *John Wise Line Reconstruction Project*

ASG Excavating Inc. was awarded the John Wise Line Reconstruction Project, Tender No. 2020-T40 at a total price of \$1,211,058.65 exclusive of HST. This construction project along a short section of John Wise Line (CR45) within the Township of Southwold, includes the replacement of storm sewer infrastructure, guiderail, and road reconstruction. A construction detour will be in place throughout the duration of construction for motorists and cyclists to follow.

### *Village of Rodney Reconstruction*

Van Bree Drainage and Bulldozing Limited was awarded the Village of Rodney Reconstruction Project, Tender No. 2020-T42 at a total price of \$4,741,050.11 exclusive of HST, subject to the Municipality of West Elgin's commitment to fund its proportionate share.

This reconstruction project along both Furnival Road (CR103) and Queen Line (CR104) within the Village of Rodney settlement limits, includes the replacement of storm sewer infrastructure and the installation of storm sewer private drain connections to each property, road reconstruction, streetscape improvements, and installation of street lighting, the costs of which will be proportionately funded by the Municipality of West Elgin in the expected amount of \$1,030,420.70 (excluding HST).

A construction detour will be in place throughout the duration of construction for motorists, cyclists, and pedestrians to follow. Local, business and tourist traffic only access will be provided within close proximity to the construction zone so as to mitigate business loss impacts.

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## Drop Bike Contract Renewed

In 2019, the County of Elgin entered into an agreement with the Municipality of Central Elgin and DropBike Inc. to participate in a pilot project for short-term, recreational bicycle rentals within the Community of Port Stanley. The pilot project was set to be completed on December 31, 2020. The first year of rentals occurred; however, as a result of COVID-19 rentals were suspended during the summer of 2020. Council voted to reinstate the program and complete the two (2) year pilot through a replacement services agreement. Rentals will go forward in Port Stanley this summer and the program will be subject to public health restrictions and provincial regulations.

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The complete January 12, 2021 County Council Agenda package can be found [here](#).



## REPORT TO COUNTY COUNCIL

**FROM:** Nancy Pasato, Manager of Planning

**DATE:** January 12, 2021

**SUBJECT:** County of Elgin Official Plan Review

### RECOMMENDATION:

THAT Council direct staff to proceed with a Five Year Review process for the County of Elgin's Official Plan in 2021;

AND FURTHER THAT Council hold a Special Public Meeting in February, 2021, in accordance with Section 26 (3) of the Planning Act to discuss the Official Plan review process and hear comments from the public.

### INTRODUCTION:

The County of Elgin adopted the current Official Plan (OP) in 2013. The Planning Act (Section 26) requires every municipality to update its Official Plan every five years. Plans must have regard for matters of provincial interest and ensure consistency with the Provincial Policy Statement (PPS).

### DISCUSSION:

#### What is an Official Plan?

An Official Plan is a legal statutory planning document required by the province that describes the County's land-use strategy. The County of Elgin's Official Plan includes the vision, goals and policy directions of the County, as established by the community, and provides guidance for land use planning decisions in the County; including:

- locations for settlement areas, agricultural lands, and natural heritage;
- when and in what order parts of our communities will grow; and
- protection for agricultural, mineral and environmental resources.

### Why do we need to review?

The purpose of an Official Plan 5-Year Review update is to ensure that the community vision/values, directions, policies and actions in the Plan reflect changes and meet the needs of the community for the future, and to review for consistency with the Provincial Policy Statement.

Possible revisions to the OP as part of the 5-Year Review may include the following:

- Adoption of Elgin Natural Heritage Study;
- Policies to address Climate Change in accordance with Bill 139;
- Housing policies (including attainable/affordable housing) in accordance with Bill 139;
- Inclusion of Drinking Water Source Protection policies;
- Population projection and land needs assessments, as per recent changes to the PPS 2020;
- Policy additions, as needed to be consistent with the Provincial Policy Statement changes from 2020,

and will be further informed by a community, agency, stakeholder and Council consultation process.

### Process and Public Consultation Strategy

Consultation and public engagement in the time of COVID makes it very difficult to engage the community. Staff have developed a preliminary public consultation and engagement program, which ensures public and stakeholder engagement at regular intervals. The approach focuses on meeting residents in their communities and ensuring underrepresented voices have a meaningful opportunity to participate in the process.

#### *1. Statutory Public Meetings, Virtual Meetings and One-on-one Meetings*

When amending an Official Plan, the Planning Act requires Special Meetings of Council or Committees that are open to the public at certain points in the process. This is intended to provide an opportunity for the public to make comments and suggestions to the Official Plan. Pursuant to Section 26(3)(b) of the Planning Act, before making revisions to the County Official Plan, the County is required to hold a Special Meeting of Council, open to the public, to discuss potential revisions to the Official Plan.

The County will need to conduct a statutory public meeting to start the Official Plan review process. The purpose of this Special Meeting of Council is to discuss potential revisions that may be required to the County Official Plan and provide an opportunity for

the public to offer comments to Council regarding any issues or matters that should be considered in the 5-year review.

It is anticipated this meeting will occur in February, 2021, which will give ample opportunity to advertise through local newspapers, on the County and local municipalities webpages, and through social media channels. Given the current situation in Ontario, it is unlikely this meeting will be in person, but will need to pivot to an online format.

Over the course of OP review process, regular meetings and virtual meetings will be conducted to hear feedback on the various components of the OP review, including population projections, Natural Heritage Study, etc.

Public consultation aims to ensure transparency, discuss the goals and aspirations for the community, contribute opinions, ideas and recommendations on growth and development, and provide an opportunity to participate in the planning process.

External and Internal Consultation will include engaging with internal County staff and departments, consulting with external agencies and targeted stakeholder groups through one on one meetings, consulting with local municipalities, and ensuring the County engages with our Indigenous Communities.

## *2. Online Engagement through Webpage and Virtual Open House(s)*

The County will be creating an Official Plan review webpage which will be the portal to all things OP review. The webpage will list status of the project, timing and timelines, contacts, reports, and provide the ability for stakeholders and residents to provide feedback. We will also be hosting a virtual open house available on our webpage – this will be a produced video that goes through the various components of the current OP and gives an overview of what the OP means to residents, as well an opportunity for residents to review documents and provide feedback.

## *3. Engagement in the Community at the Local Municipalities*

It is important to ensure local voices are heard through the OP review process. Staff would like to conduct meetings at each of the local municipalities/Councils to ensure local issues are heard. It is anticipated that we will be meeting with each of the Councils in February-April, 2021. We will work with the local municipalities to ensure appropriate notice is given, and in a format that is appropriate given the current climate in Ontario.

A local Planners Committee will also be initiated with staff from each of the local municipalities and the County of Elgin, to meet semi-regularly to discuss local and county wide planning issues. Its another opportunity to engage local municipalities in the broader process.

#### *4. One on one meetings with local Stakeholders*

Staff will be collaborating with local stakeholders from across the County to gather input on key issues facing Elgin today, and getting feedback on how we want to see our County evolve in the future. These will take the form of one on one meetings during the public consultation component of the OP Review.

### **Timeline**

The work plan is broken down into four (4) phases, each with significant milestones throughout the process. Staff anticipate that the review will take approximately one year to complete, with a final version of the Official Plan to be submitted for consideration by Council by end of year 2021/early 2022. The adopted Official Plan will be then submitted to the Province for approval.

#### **Phase 1 – Engagement**

Winter 2021 to Spring (April/May) 2021

After the initial kick off public meeting in February, and through meetings conducted at the lower tier municipalities, the engagement component will focus on engaging local residents and stakeholders to help inform the scope of the OP review. A follow up report on the scope of the OP review will be brought to County Council in the spring 2021.

#### **Phase 2 – Analysis and Specialized Meetings**

Spring 2021 – September 2021

During this timeframe the County will retain a consultant to conduct the population projections, employment projections and land needs assessment. Several specialized meetings may also occur during this time, including the Natural Heritage Study, and others that were identified through engagement.

#### **Phase 3 – Findings and draft policy changes**

October 2021-December 2021

This report to Council will provide the findings from the population projections and land needs assessments, and any proposed draft changes to the OP. A statutory public meeting will be held at this time to solicit final comments from the public on the draft changes.

These draft changes will also be circulated to the local municipalities for their review and feedback.

#### **Phase 4 – Adoption**

Winter 2022

It is anticipated that the final OP and associated amendments would be brought for consideration to Council in the winter of 2022.

The Ministry of Municipal Affairs and Housing (MMAH) is the Approval Authority for the Official Plan for the County of Elgin. The timeline for MMAH review is unknown, and there may be refinements or changes required to the OP as a result of the MMAH review.

#### **FINANCIAL IMPLICATIONS:**

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The OP Review process will be undertaken primarily by County staff, with some portions completed by external consultants including population projections and land needs assessments.

Additional funds have been included in the 2021 budget for the OP review process.

#### **ALIGNMENT WITH STRATEGIC PRIORITIES:**

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| <b>Serving Elgin</b>  | <b>Growing Elgin</b>   | <b>Investing in Elgin</b>   |
|---|--|---|
| <ul style="list-style-type: none"> <li>☒ Ensuring alignment of current programs and services with community need.</li> <li>☒ Exploring different ways of addressing community need.</li> <li>☒ Engaging with our community and other stakeholders.</li> </ul> | <ul style="list-style-type: none"> <li>☒ Planning for and facilitating commercial, industrial, residential, and agricultural growth.</li> <li>☒ Fostering a healthy environment.</li> <li>☒ Enhancing quality of place.</li> </ul> | <ul style="list-style-type: none"> <li>☒ Ensuring we have the necessary tools, resources, and infrastructure to deliver programs and services now and in the future.</li> <li>☒ Delivering mandated programs and services efficiently and effectively.</li> </ul> |



## **LOCAL MUNICIPAL PARTNER IMPACT:**

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The OP review will be promoted to all Local Municipal Partner Councils. Staff will set up dates to attend local Council meetings to engage local residents and stakeholders. All local municipal Official Plans are required to conform with the County Official Plan, once updated.

## **COMMUNICATION REQUIREMENTS:**

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Communication will include the following:

- Statutory public meetings with Council.
- A webpage will be created and maintained as part of the communication strategy.
- Staff will set up dates to attend local Council meetings to engage residents.
- Regular meetings with local planners.
- Staff will set up one on one meetings with local stakeholders as needed.
- Virtual meetings for components of the OP review.
- Promotional video on the OP.

## **CONCLUSION:**

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Initiating the OP review process for the County of Elgin will ensure the OP responds to changing provincial priorities, and confirms the community vision/values, directions, policies and actions to meet the needs of the community for the future. This process is expected to take approximately one year to complete, with ample opportunity for community and local engagement.

It is recommended that a copy of this report will also be forwarded to the County of Elgin's local municipalities, conservation authorities and the Ministry of Municipal Affairs and Housing for their information.

All of which is Respectfully Submitted

Nancy Pasato  
Manager of Planning

Approved for Submission

Julie Gonyou  
Chief Administrative Officer



**Ministry of Natural Resources and  
Forestry**

Resources Planning and Development  
Policy Branch  
Policy Division  
300 Water Street  
Peterborough, ON K9J 3C7

**Ministère des Richesses naturelles et  
des Forêts**

Direction des politiques de planification et  
d'exploitation des ressources  
Division de l'élaboration des politiques  
300, rue Water  
Peterborough (Ontario) K9J 3C7

**Subject: Proposed regulation for compressed air energy storage in reservoirs**

Good Afternoon,

We are writing today to let you know about proposed changes to the regulation and standards under *the Oil, Gas and Salt Resources Act*.

As you may already know, under the *Oil, Gas and Salt Resources Act*, the province regulates the drilling and operation of wells, and associated pipelines and equipment, used for activities such as the exploration and production of oil and natural gas, salt solution-mining, the underground storage of hydrocarbons, and compressed air energy storage in salt caverns. Compressed air energy storage in geological storage areas [other than salt caverns] is currently not regulated under the act.

Changes are being proposed that would ensure compressed air energy storage projects using porous rock reservoirs are regulated. In addition, other technical and administrative changes are being proposed to reference more current technical standards for the broader regulated sector and to update provisions in the regulation that set out parties who can act as financial security trustees.

Ontario is seeking feedback on this proposal through the environmental and regulatory registries for a period of 45 days ending on March 5, 2021 (<https://ero.ontario.ca/search> registry number: 019-2935). Details of the proposed changes are available in the environmental registry posting and supporting documents.

The ministry would welcome your feedback on the proposed changes, as well as the opportunity to discuss any comments or concerns that you may have. Should you have any questions about the proposal, please contact Pauline Desroches at [pauline.desroches@ontario.ca](mailto:pauline.desroches@ontario.ca) or 705-741-8556.

Sincerely,

***Original signed by***

Jennifer Keyes  
Director, Resources Planning and Development Policy Branch  
Ministry of Natural Resources and Forestry

c: Susan Mancini, Petroleum Operations Section; Pauline Desroches, Resources Development Section



312915 Dereham Line  
R. R. # 1, Mount Elgin, ON N0J 1N0  
Phone: (519) 877-2702; (519) 485-0477;  
Fax: (519) 485-2932  
www.swox.org

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January 11, 2021

Premier Doug Ford  
Legislative Building, Queens Park  
Toronto, ON M7A 1A1

Dear Premier Ford:

Speeding on provincial, county and municipal roadways continues to put the lives of Ontarians at risk. While we have access to several tools to help mitigate speeding traffic, the one tool that is currently not fully available to us is Automatic Speed Enforcement (ASE) (aka Photo Radar). Over the past decade, in South West Oxford the vast majority of charges laid are for drivers travelling well in excess of the posted speed limit. The cost of providing police time for something that could be done through the use of technology is disturbing to our council. The Council feels that it would be far more effective to have police concentrate on other problems such as Break and Enters, illegal drugs and domestic problems.

We need a way to address the poor behaviours and habits that are putting our citizens at risk and tying up much needed first responder resources that could be better utilized to improve the well-being of our communities. Speeding, particularly through our small villages, creates community concerns for the safety and wellbeing of our children and other vulnerable members. We need your help.

In keeping with this The Council of the Township of South-West Oxford duly moved and carried the following resolution at the regular meeting held on January 5, 2021:

*...RESOLVED that the Council of the Township of South-West Oxford provide direction to the Clerk to send a letter to the Premier, MPP Ernie Hardeman, AMO and all Ontario municipalities in support of the use of Automatic Speed Enforcement (photo radar) by municipalities.*

Please help municipalities in the Province by passing the necessary regulations for municipalities to use ASE (if they choose) that will bring about the driving behavioural changes we need.

We look forward to your help with this issue.

Yours truly,

A handwritten signature in cursive script that reads 'Mary Ellen Greb'.

Mary Ellen Greb, CAO

c.c. AMO, Honourable Ernie Hardeman, Ontario Municipalities

# THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 Fourth Avenue, Larder Lake, ON  
Phone: 705-643-2158 Fax: 705-643-2311



## MOVED BY:

- ☐ Thomas Armstrong  
☐ Patricia Hull  
☐ Paul Kelly  
☒ Lynne Paquette

## SECONDED BY:

- ☐ Thomas Armstrong  
☐ Patricia Hull  
☒ Paul Kelly  
☐ Lynne Paquette

Motion #: 56

Resolution #: 6

Date: January 12, 2021

WHEREAS, the council of the Township of Larder Lake supports the resolution of the Municipality of Charlton and Dack, requesting that the Province of Ontario address municipal insurance cost; And

WHEREAS, the Association of Municipalities of Ontario Outlined seven recommendation to address insurance issues including:

1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.
2. Implement enhancements to the existing limitations period including the continued applicability of the existing (10) day rule on slip and fall cases given recent judicial interpretations and whether a one-year limitation period may be beneficial.
3. Implement a cap for economic loss awards.
4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.
5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non- profit insurance reciprocals.
6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its and municipal arguments as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General.

THEREFORE, BE IT RESOLVED THAT the Council for the Municipality of Larder Lake call on the Province of Ontario to immediately review these recommendations and to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID 19 delays, as insurance premiums will soon be out of reach for many communities.

AND FURTHER BE IT RESOLVED THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Rod Phillips, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario, the Honourable John Vanthof, MPP for Timiskaming- Cochrane, and all Ontario municipalities.

Recorded vote requested: ☐

|                | For | Against |
|----------------|-----|---------|
| Tom Armstrong  | ✓   |         |
| Patricia Hull  | ✓   |         |
| Paul Kelly     | ✓   |         |
| Lynne Paquette | ✓   |         |
| Patty Quinn    | ✓   |         |

I declare this motion

|  |
|--|
| <input checked="" type="checkbox"/> Carried              |
| <input type="checkbox"/> Lost / Defeated                 |
| <input type="checkbox"/> Deferred to: _____ (enter date) |
| Because:   |
| <input type="checkbox"/> Referred to: _____ (enter body) |
| Expected response: _____ (enter date)                    |

## Disclosure of Pecuniary Interest\*

|  |
|--|
|  |
|  |
|  |

Chair:

\*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.



# MUNICIPALITY OF **West Elgin**

## **The Corporation Of The Municipality Of West Elgin**

### **By-Law No. 2021-04**

**Being a By-Law to Amend By-law 2018-43, as amended being a By-Law to establish rules of procedure fore the meetings of Council, Council Committees and Boards of The Corporation of the Municipality of West Elgin**

**Whereas** Section 5(3) of the *Municipal Act, S.O. 2001*, as amended provides that the powers of the municipality shall be exercised by by-law; and

**Whereas** Section 238(2) of the *Municipal Act, S. O. 2001*, Chapter 25 as amended provides that every Council shall adopt a Procedural By-Law for governing the calling, place and proceedings of meetings; and

**Whereas** Section 238(3.1) of the *Municipal Act, S. O. 2001*, Chapter 25 as amended provides that the applicable procedure by-law may provide for that a member of council, of a local board or of a committee of either of them, can participate electronically in a meeting to the extent and in the manner set out in the procedural by-law; and

**Whereas** it is deemed expedient that By-Law 2018-43 be amended;

**Now therefore** the Council of the Municipality of West Elgin enacts as follows:

1. That Section 2.1 Definitions is amended by adding the following:

“Electronic Participation” shall mean through a computer or telephone platform.

2. That Section 4.2 Regular Meetings is amended as follows:

#### 4.2.1. Location

Meetings of Council shall be held in the Council Chambers in the Municipal Building located at 22413 Hoskins Line, Rodney, unless otherwise decided by Resolution of Council. Attendance at Council Meetings may be by electronic participation.

4.2.5 Procedure for electronic participation is as follows:

The Chair shall read off each item on the agenda and canvas each member if they wish to speak on this item.

The Chair shall read the recommendation and call for a mover. The mover shall state his or her name and position.

The Chair shall call for a seconder for the recommendation. The seconder shall state his or her name and position.

The Chair shall canvas each member on their vote of ayes or nays.

The Chair may choose to call for a recorded vote during an electronic participation meeting, if in the opinion of the Chair technical difficulties have arisen and they are unable to count the votes by a simple show of hands.

3. That Section 4.3 Special Meetings is amended as follows:

4.3.5 As per Section 238 (3.1) of the *Municipal Act, S.O. 2001*, members of Council are permitted to attend a Special meeting of Council through electronic means and still be counted towards quorum.

4.3.6 Procedure for electronic participation is as follows:

The Chair shall read off each item on the agenda and canvas each member if they wish to speak on this item.

The Chair shall read the recommendation and call for a mover. The mover shall state his or her name and position.

The Chair shall call for a seconder for the recommendation. The seconder shall state his or her name and position.

The Chair shall canvas each member on their vote of ayes or nays.

The Chair may choose to call for a recorded vote during an electronic participation meeting, if in the opinion of the Chair technical difficulties have arisen and they are unable to count the votes by a simple show of hands.

4. That Section 4.5 Closed Session is amended as follows:

4.5.8 As per Section 238 (3.1) of the *Municipal Act, S.O. 2001*, members of Council are permitted to attend a Closed Session of Council through electronic participation and still be counted towards quorum.

5. That all references of "CAO/Clerk" shall be replaced with "Clerk"

6. This by-law shall come into force and effect on January 28, 2021.

Read a first, second, and third time and finally passed this 28<sup>th</sup> day of January, 2021.

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Duncan McPhail  
Mayor

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Jana Nethercott  
Clerk



# MUNICIPALITY OF **West Elgin**

## **The Corporation of the Municipality Of West Elgin**

### **By-Law No. 2021-05**

#### **Being a By-Law to Provide for an Interim Tax Levy for 2021.**

**Whereas** Section 317 of the *Municipal Act*, S.O. 2001, c.25, as amended, provides that the Council of a local municipality before the adoption of the estimates for the year under Section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes.; and

**Whereas** Section 317(3) of the *Municipal Act* provides that the amounts levied on a property shall not exceed 50% of the total taxes for municipal and school purposes levied on the property in the year 2020; and

**Whereas** i the Council of this municipality deems it appropriate to provide for such interim levy on the assessment of property in this municipality;

**Now therefore** the Council of the Municipality of West Elgin enacts as follows:

1. The amounts levied on all rateable assessment shall be as follows:  
For all property classes there shall be imposed and collected an interim levy on each property equal to the prescribed percentage, or 50% if no percentage is prescribed, of the total taxes for municipal and school purposes levied on the property for the previous year.
2. The Interim Levy on the properties classed as Commercial, Industrial or Multi Residential shall be adjusted by 50% of the 2020 entitlement under the capping legislation provisions.
3. That interim taxes will be payable in two instalments to be due March 31, 2021 and June 30, 2021.
4. There shall be imposed on all taxes interest as per By-law 2003-06 on the first day of default and on the first day of each calendar month during which the default continues.

5. The Treasurer may mail or cause to be mailed to the address of the residence or place of business of each person taxes under this by-law, a notice specifying the amount of taxes payable.
6. The notice to be mailed under this by-law shall contain the particulars provided for in this by-law and the information required to be entered as per Section 343 of the Municipal Act.
7. The subsequent levy for 2021 to be made under the *Municipal Act* shall be reduced by the amount to be raised by the levy imposed by this by-law.
8. The provisions of Section 317 of the Municipal Act, as amended apply to this by-law with necessary modifications.
9. The Treasurer shall be authorized to accept part payment from time to time on account of any taxes due and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under Section 4 of this by-law in respect of non-payment or late payment of any taxes or any instalment of taxes.
10. Nothing in this by-law shall prevent the Treasurer from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.
11. In the event of any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail.
13. That this by-law will take effect upon the final passing thereof, and may be cited as the "2021 Interim Tax Levy By-law."

Read a first, second, and third time and finally passed this 28<sup>th</sup> day of January, 2021.

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Duncan McPhail  
Mayor

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Jana Nethercott  
Clerk





# MUNICIPALITY OF **West Elgin**

## **The Corporation of the Municipality of West Elgin**

### **By-Law No. 2021-06**

**Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as Concession 14, Part of Lot 6 and repeal By-law 2020-85**

**Whereas** the Council of the Corporation of the Municipality of West Elgin deems it advisable to amend By-law No. 2015-36, as amended, being the Comprehensive Zoning By-law of the Municipality of West Elgin:

**Now Therefore** the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. That Schedule "G" to By-law No. 2015-36, is hereby amended by changing the subject property from **Lakeshore Development (LD) Zone** to **Site-Specific Residential First Density Holding (R1-7-H-1) Zone**, **Site-Specific Residential First Density Holding (R1-8-H-3)**, **Site-Specific Residential Third Density Holding (R3-2-H-1)**, **Site-Specific Tourist Commercial Holding (TC-1-H-3)**, **Site-Specific Open Space Holding (OS-5-H-3)**, **Site-Specific Open Space Holding (OS-6-H-3)** and **Site-Specific Open Space Holding (OS-7-H-3)** for those lands outlined in heavy solid lines and described as R1-7-H-1, R1-8-H-3, R3-2-H-1, TC-1-H-3, OS-5-H-3, OS-6-H-3 and OS-7-H-3 on Schedule "A" attached hereto and forming part of this By-law, being Concession 14, Part of Lot 6, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.
2. That By-law No. 2015-36, as amended, is hereby further amended by adding the following subsections to Section 8.3 Site-Specific Zones:

**"8.3.7 a) Defined Area**

R1-7-H-1 as shown on Schedule "G" to this By-law.

- b) Notwithstanding the provisions of Section 8 of the By-law, the lands zoned R1-7-H-1 on Schedule "G" to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this

By-law; and may be serviced by a private piped water system and a private sanitary sewage system.

8.3.8 a) Defined Area

R1-8-H-3 as shown on Schedule “G” to this By-law.

b) Notwithstanding the provisions of Section 8 of the By-law, the lands zoned R1-8-H-3 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.

c) A public meeting for site plan review is required prior to the owner entering into a site plan agreement with the Municipality for lands zoned R1-8-H-3 on Schedule “G” to this By-law.”

3. That By-law No. 2015-36, as amended, is amended by adding the following subsection to Section 10.3 Site-Specific Zones:

“10.3.2 a) Defined Area

R3-2-H-1 as shown on Schedule “G” to this By-law.

b) Notwithstanding the provisions of Section 10 of the By-law, the lands zoned R3-2-H-1 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.”

4. That By-law No. 2015-36, as amended, is hereby further amended by adding the following subsection to Section 19.3 Site-Specific Zones:

“19.3.1 a) Defined Area

TC-1-H-3 as shown on Schedule “G” to this By-law.

b) Notwithstanding the provisions of Section 19 of the By-law, the lands zoned TC-1-H-3 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.”

5. That By-law No. 2015-36, as amended, is hereby amended by adding the following subsection to Section 25.3 Site-Specific Zones:

“25.3.5 a) Defined Area

OS-5-H-3 as shown on Schedule “G” to this By-law.

b) Permitted Use

Conservation

6. That By-law No. 2015-36, as amended, is hereby further amended by adding the following subsection to Section 25.3 Site-Specific Zones:

“25.3.6 a) Defined Area

OS-6-H-3 as shown on Schedule “G” to this By-law.

b) Permitted Uses

Sewage treatment plant  
Conservation area  
Private park

- c) Notwithstanding the provisions of Section 25 of the By-law, the lands zoned OS-6-H-3 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.”

7. That By-law No. 2015-36, as amended, is hereby amended by adding the following subsection to Section 25.3 Site-Specific Zones:

“25.3.7 a) Defined Area

OS-7-H-3 as shown on Schedule “G” to this By-law.

b) Permitted Uses

Conservation area  
Private park

- c) Notwithstanding the provisions of Section 25 of the By-law, the lands zoned OS-7-H-3 on Schedule “G” to this By-law may be developed and used on public or private roads in accordance with Section 4.8 of this By-law; and may be serviced by a private piped water system and a private sanitary sewage system.”

8. That By-law No. 2020-85 be repealed in its entirety.

9. This By-law comes into force upon the day it is passed in the event an appeal has not been filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended. In the event an appeal is filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended, the By-law shall be deemed not to have come into force until the appeal has been finally disposed of,

whereupon the By-law, except for such parts as are repealed or amended as so directed by the Local Planning Appeal Tribunal (LPAT), shall be deemed to have come into force on the day it was passed.

Read a first and a second time and provisionally adopted this 28<sup>th</sup> day of January 2021.

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Duncan McPhail  
Mayor

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Jana Nethercott  
Clerk

Read a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_.

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Duncan McPhail  
Mayor

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Jana Nethercott  
Clerk

FURNIVAL RD

Lands to be Zoned TC-1-H-3

Lands to be Zoned R3-2-H-1

GRAY LINE

Lands to be Zoned R3-2-H-1

Lands to be Zoned R1-7-H-1

Lands to be Zoned OS-5-H-3

Lands to be Zoned R1-7-H-1

Lands to be Zoned TC-1-H-3

Lands to be Zoned OS-5-H-3

Lands to be Zoned OS-6-H-3

Lands to be Zoned OS-7-H-3

Lands to be Zoned R1-8-H-3

DOUGLAS LINE

Lake Erie

This is Schedule "A" to By-law No. 2021-06 read a first and second time and provisionally passed on the 28th day of January, 2021 and read a third and final time on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

MAYOR

CLERK

MUNICIPALITY OF WEST ELGIN  
Comprehensive Zoning By-Law 2015-36  
SCHEDULE 'A' MAP G



0 65 130  
Meters





# MUNICIPALITY OF **West Elgin**

## **The Corporation Of The Municipality Of West Elgin**

### **By-Law No. 2021-07**

**Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on January 28, 2021.**

**Whereas** Section 5(1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the powers of a municipality shall be exercised by council; and

**Whereas** Section 5(3) of the Municipal Act, the powers of Council shall be exercised by by-law; and

**Whereas** it is deemed expedient that proceedings of Council of the Corporation of the Municipality of West Elgin as herein set forth be confirmed and adopted by by-law;

**Now therefore** the Council of the Municipality of West Elgin enacts as follows:

1. That the actions of the meeting of Council held on January 28, 2021, in respect of each recommendation, motion and resolution and other action taken by the Council at this meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and proper officials of the Corporation of the Municipality of West Elgin are hereby authorized and directed to do all things necessary to give effect to the action of the Council referred to in the preceding section hereof.
3. The Mayor and Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix the Seal of the Corporation of the Municipality of West Elgin.

Read a first, second, and third time and finally passed this 28<sup>th</sup> day of January, 2021.

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Duncan McPhail  
Mayor

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Jana Nethercott  
Clerk