



Municipality of West Elgin

Minutes

Council Meeting

March 25, 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

Also Present: Meagan Ruddock, Thames Valley District School Board
Trustee
Bruce Smith, Thames Valley District School Board Trustee

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 9:28 a.m.

2. Adoption of Agenda

Resolution No. 2021- 91

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby adopts the Agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

Councillor Cammaert disclosed interest in item 8.1.3

4. Delegations

4.1 Meagan Ruddock & Bruce Smith, Thames Valley District School Board Trustees

Mayor McPhail welcomed Trustees Meagan Ruddock and Bruce Smith to West Elgin Council meeting. Trustees thanked Mayor McPhail and Council for the invitation.

4.1.1 Topics of Discussion

4.1.1.1 Aldborough Public School Addition

Ms. Ruddock stated that they had looked into the status of the Aldborough Public School addition and at this point the status is the scope had changed and this scope change request has been submitted to the Ministry of Education and is awaiting approval before the project can be tendered. The Trustees stated they will be bringing this to the attention of the Thames Valley District School Board Chairperson and request that a letter be written to the Ministry of Education regarding this delay.

Trustees will report back to Council in future with an outline of what the change of scope was to the project and about the status of Tiny Tots being able to return to the school for their Early ON program.

4.1.1.2 West Elgin Secondary School Programming

Council stated they are concerned with the lack of programming at West Elgin Secondary School and the number of students that are leaving the community to attend school in St Thomas. A request was made to survey these students to see the reasons behind them leaving their community for secondary school.

Trustees stated that a Rural Education Task Force has been put together and will be holding community feedback consultations and part of this process will be

to get assistance from Municipal Council and their feedback.

4.1.1.3 Former West Elgin Senior Elementary School Building

Council inquired if there are any plans for this empty building and if not, why has it not been declared surplus and put up for sale.

Trustees thanked Council for their input and questions and stated they will return to Council with answers to some of their questions and updates on the Rural Education Task Force. Trustees also stated that discussions like this should be had regularly to keep the communication open between the School Board and Municipal Council.

5. Public Meeting

Resolution No. 2021- 92

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That Council proceed into a Public Meeting at 10:03 a.m. pursuant to Section 4(6) of the *Retail Holidays Act, R.S.O., 1990*, to hear from any interested members of the public relating to the application of Rodney Market to permit the retail store to be open on the following Statutory Holidays: Good Friday, Victoria Day, Canada Day and Thanksgiving Day.

Carried

5.1 Written Comments Received

None.

5.2 Comments from any member of the public

No public in attendance

5.3 Comments from Council

None.

5.4 Close Public Meeting

Resolution No. 2021- 93

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby close the public meeting at 10:04 a.m. and reconvenes in the Regular Meeting of Council.

Carried

6. Adoption of Minutes

Resolution No. 2021- 94

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That the Minutes of the Council meeting on March 11, 2021 be adopted as circulated and printed.

Carried

7. Business Arising from Minutes

None.

8. Staff Reports

8.1 Operations & Community Services

8.1.1 Lee Gosnell, Manager of Operations & Community Services - 2021 Gravel Tender

Resolution No. 2021- 95

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 accepts the quote submitted by Johnston Brothers Ltd. at a cost of \$262,350.00 plus applicable taxes for supply & application of maintenance gravel included in the 2021 municipal budget.

Carried

**8.1.2 L. Gosnell, Manager of Operations & Community Services -
West Lorne Sanitary Sewer Capacity Study**

Resolution No. 2021- 96

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

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

That West Elgin Council approve completion of a sanitary capacity study for the town of West Lorne to be completed by Spriet Associates at cost of up to \$22,000 plus applicable taxes.

Carried

**8.1.3 L. Gosnell, Manager of Operations & Community Services -
Dutton Child Care – Summer Camp**

Councillor Cammaert declared a conflict on this item.

Resolution No. 2021- 97

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

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

That West Elgin Council approves the request of Dutton Child Care to use the West Elgin Recreation Centre and West Elgin Community Pool for their day camp in July and August 2021; and

That West Elgin Council directs staff to negotiate an appropriate rental fee for the use of these facilities and report back on the rate to Council.

Carried

8.2 Clerk's

8.2.1 J. Nethercott, Clerk - Proposed licensing of Mobile Food Outlets or Food Trucks

Resolution No. 2021- 98

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Proposed licensing of Mobile Food Outlets or Food Trucks; and

That West Elgin Council here by direct staff to bring forward a housekeeping zoning amendment to allow Mobile Food Outlets in the Commercial 2 Zone; and

That staff further investigate issues surrounding parking and bring forward a recommendation for a public meeting regarding the possibility of licensing mobile food outlets at a future meeting.

Carried

8.3 Finance and Administration

8.3.1 M. Badura, CAO/Treasurer - Hiring Procedure Policy Update

Council received the report from Magda Badura, CAO/Treasurer re: Hiring Procedure Policy Update; and directed staff to update the policy with clearer information on when a job is posted internally.

9. Committee and Board Report

9.1 West Elgin Community Centre Board of Management

9.1.1 Minutes January 27, 2021

9.1.2 Minutes February 16, 2021

9.2 Four Counties Transit Committee

Councillor Rowe reported that recruitment continues for a Transit Bus Driver and due to these difficulties, the Adult Day Program and Four Counties Health Services has had to alter their programming times.

9.2.1 Minutes February 1, 2021

9.3 Councillor Reports from Committees

9.3.1 Heritage Homes Committee - Minutes November 23, 2020

10. Accounts

Resolution No. 2021- 99

Moved: Councillor Rowe

Seconded: Councillor Tellier

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #3A amounting to \$290,109.68 in settlement of General, Road, Water and Arena Accounts including EFT#3725-3753, online Payments# 641-649, cheque # 25670 and Payroll PP05.

Carried

11. Council Inquires/Announcements

11.1 Notice of Motion

None

11.2 Statements/Inquires of Councillors

Councillor Rowe requested that staff review the noise by-law as there have been several complaints about loud explosions in her area. Staff to investigate surrounding municipality by-laws and bring forward an updated noise by-law at a future meeting.

11.3 Matters of Urgency

Clerk Jana Nethercott inquired if Council is ready to move forward with hybrid meetings, with senior staff and Council together in person and other staff and public viewing and participating virtually. Council directed staff to move forward with the purchase of this equipment and transition to hybrid meetings in May.

12. Correspondence

12.1 Elgin County - March 9, 2021 Council Highlights

12.2 Ministry of Infrastructure - Extend Timelines for Asset Management

12.3 Ontario Recreation Facilities Association - Open Letter to ORFA Members

12.4 Niagara Region - Resolution on Homelessness, Mental Health and Addiction

12.5 Town of Plympton-Wyoming - Carbon Tax on Agriculture

Resolution No. 2021- 100

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby supports Norfolk County Council resolution that the Federal Government consider the concerns of the agricultural community and move to exempt all primary agriculture producers from current and future carbon taxes.

Carried

12.6 Township of South Glengarry - Resolution re- Provincial Vaccine Rollout

12.7 Citizens of West Elgin - Letter regarding Rodney Pool

Direction was provided to staff to send a letter thanking residents for their time and suggestions and that these suggestions will be considered as they fit within the approved 2021 Budget.

12.8 Sandy Ridge Livestock - Request to Waive Penalty on Taxes

Direction provided to staff to send correspondence to the requestor that Council will be maintaining the current tax penalty policy.

12.9 Elgin County - Request for Mural on Rodney Library

Direction was given to staff to have Mike Baker from Elgin County attend the next Council meeting to clarify some questions.

13. By-Laws

13.1 By-Law 2021-21 - Tourism Exemption from Retail Holidays Act (Rodney Market)

Resolution No. 2021- 101

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That By-Law 2021-21 being a By-Law to exempt Rodney Market under section 4 of *Retail Business Holidays Act, R.S.O. 1990* to operate retail sales on specific holidays, be read a first, second and third and final time.

Carried

13.2 By-Law 2021-22 - Dedicate Part of Finney Street as Public Highway

Resolution No. 2021- 102

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That By-law 2021-22 being a By-law to dedicate Part of Lots 5 & 111, Plan 199, designated as Part 4 on Reference Plan 11R2114, s/t Easement as in E233911, Municipality of West Elgin, being PIN 35113-0811(LT) as a Public Highway to be known as part of Finney Street, be read a first, second and third and final time.

Carried

13.3 By-Law 2021-23 - Amend Hiring Procedure

By-law was pulled from agenda.

14. Confirming By-Law

Resolution No. 2021- 103

Moved: Councillor Rowe

Seconded: Councillor Tellier

That By-law 2021-24 being a By-Law to confirm the proceedings of the Regular Meeting of Council held on March 25, 2021, be read a first, second and third and final time.

Carried

15. Adjournment

Resolution No. 2021- 104

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That the Council of the Municipality of West Elgin hereby adjourn at 11:58 a.m. to meet again at 9:30 a.m. on April 8, 2021 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk