



Municipality of West Elgin

Revised Agenda

Council Meeting

Date: July 22 2021, 9:30 a.m.

Location: Electronic Participation Meeting via Zoom

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

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Agenda as presented.

3. Closed Session

Recommendation:

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at _____ a.m. under Section 239 2 (b & k) consideration will be given to a personal matter about an identifiable individual, including a municipal or local board employee and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

4. Report from Closed Session

5. Disclosure of Pecuniary Interest

6. Adoption of Minutes

6

Recommendation:

That the Minutes of the Council meeting on June 24, 2021 and the Special Meeting of Council on June 29, 2021 be adopted as circulated and printed.

7. Business Arising from Minutes

8. Staff Reports

8.1. Building

8.1.1. J. Morgan -Beunen, CBOD Building Activity Report June 2021

19

Recommendation:

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, CBO re: Building Permit Report for June 2021 for information purposes.

8.2. Fire

8.2.1. J. McArthur, Fire Chief - Monthly Report – June 2021

21

Recommendation:

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

8.2.2. J. McArthur, Fire Chief - Automatic Aid Agreement

24

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and

That West Elgin Council hereby provides direction to staff to draft an agreement with Southwest Middlesex for automatic aid coverage to include fires and alarms sounding at Beattie Manor, and structure fires for an area within approximately 3 km of the Wardsville Station, which would include areas of Beattie Line, Morrison Road, Gibb Line, and Linden Road.

8.2.3.	J. McArthur, Fire Chief - Fire Inspector	27
	Recommendation: That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and That West Elgin Council hereby approve using Bill Todd's fire inspection and investigation services and that Council approves staff to draft an agreement for these services.	
8.3.	Operations & Community Services	
8.3.1.	L. Gosnell, Manager of Operations & Community Services - Monthly Operations Report	30
	Recommendation: That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations and Community Services for information purposes.	
8.4.	Finance/Administration	
8.4.1.	M. Badura, CAO/Treasurer - Delegation of Authority By-Law	34
	Recommendation: That West Elgin Council hereby receives the report from Magda Badura re: Delegation of Authority By-law; and That West Elgin Council hereby provides _____ direction regarding the Delegation of Authority By-law	
8.4.2.	M. Badura, CAO/Treasurer & J. Nethercott, Clerk - Administrative Updates	47
	Recommendation: That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer and Jana Nethercott, Clerk re: Administrative Updates for information purposes	
8.4.3.	M. Badura, CAO/Treasurer - 2021 YTD Financials	50
	Recommendation: That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer entitled 2021 YTD Financials for information only.	

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Electronic Signs, and

That West Elgin Council hereby approves the purchase of two electronic signs from _____ in the amount of \$ _____ plus applicable taxes.

9. Councillor Announcements/Inquires

9.1. Notice of Motion

9.2. Councillor Announcements

9.3. Matters of Urgency

10. Committee and Board Report

10.1. Housing Coalition Minutes from June 15 and 30. 110

10.2. Heritage Homes March 2021 Minutes and Financials 115

10.3. Councillor Reports from Committees

11. Waiver of Fees Requests

Recommendation:

That West Elgin Council here by approves items 11.1 to _____

11.1. West Elgin Community Health Centre - Miller Park Pavilion 121

12. Accounts

Recommendation:

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #7 amounting to \$ 2,045,304.70 in settlement of General, Road, Water and Arena Accounts including EFT#4046-4159, online Payments# 713-733, Cheques 25722-25741 and Payroll PP13-14.

13. Correspondence

13.1. Ministry of Municipal Affairs and Housing - Municipal Modernization Program 124

13.2.	Elgin County Council Highlights - June 22, 2021	126
13.3.	Elgin County Council Highlights - July 6, 2021	129
13.4.	Elgin County Warden's Golf Tournament	132
13.5.	LTCVA - Conservation Authorities Act Comments	134
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13.9.	Town of Cochrane - Include PSA Test Costs for all Canadian Men	143
13.10.	Township of The Archipelago - Bill 228 Banning unencapsulated Polystyrene Foam	145
13.11.	Town of Aylmer - Elgin County Development Charges	147
13.12.	Dutton Dunwich - Elgin County Development Charges	149
13.13.	M. Browne - Drainage Issues	150
13.14.	Elgin International Club - Request for letter of support	151
14.	Confirming By-Law	152
	Recommendation:	
	That By-law 2021-46 being a By-law to confirm the proceedings of the Regular Meeting of Council held on July 22, 2021, be read a first, second and third and final time.	
15.	Adjournment	
	Recommendation:	
	That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 9:30 a.m. on August 19, 2021 or at the call of the Chair.	



Municipality of West Elgin

Minutes

Council Meeting

June 24, 2021, 9:00 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
Bryan Pearce, Planner

Also Present: Christene Scrimgeour, Auditor

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 9:00 a.m.

2. Adoption of Agenda

Resolution No. 2021- 205

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That West Elgin Council hereby adopts the Agenda as presented.

Carried

3. Closed Session

Resolution No. 2021- 206

Moved: Councillor Rowe

Seconded: Councillor Tellier

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 9:01 a.m. under Section 239 2(b & f) of the *Municipal Act, 2001* consideration will be given to a personal matter about an identifiable individual, including a municipal or local board employee and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Carried

4. Report from Closed Session

Resolution No. 2021- 207

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

Council received information that was subject to solicitor client privilege

Carried

6. Public Meeting - Not to be heard before 9:30 am

Resolution No. 2021- 208

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That Council proceed into a Public Meeting pursuant to Sections 34 and 36 of the *Planning Act* R.S.O. 1990. at 9:35 a.m.

Carried

6.1 Purpose of Public Meeting

Purpose of the meeting was read aloud by the Clerk

6.2 Staff Report

Planner Bryan Pearce provided an overview of the application and staff report.

6.3 Public Comments

Ted Halwa, agent for the Applicant provided an overview of the project. Mr. Halwa stated that this an example of intensification and will count towards the Official Plan target of intensification. The applicant is aware that there are mores steps to take and the adoption of the zoning by-law amendment is the first step.

6.4 Council Comments

Mayor McPhail raised concerns about the applicants current storage of U-Haul vehicles on this lot and will this continue as the zoning will not allow for it on the residential property. Mr. Halwa stated that the applicant is in the midst of re-envisioning both the property in question and the gas bar next door and Mr. Halwa will bring this concern to the applicant.

Councillor Cammaert raised a concern about the lack of parking. Is there enough parking at the rear of the building? Planner Bryan Pearce stated that the Site Plan process will ensure that adequate parking to meet the zoning regulations.

6.5 B. Pearce, Planner - Zoning By-law Amendment Application D14 01-2021 – 257 Graham Road – Recommendation Report (Planning Report 2021-22)

Resolution No. 2021- 209

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Bryan Pearce, Planner, regarding Zoning By-law Amendment Application D14 01-2021 – 257 Graham Road Recommendation Report (Planning Report 2021-22); and

That West Elgin Council approve the rezoning of 257 Graham Road from Institutional (I) Zone to Residential Third Density Holding 3 (R3-H-3) Zone, in accordance with the draft by-law contained within Appendix Two of this report, Planning Report 2021-22; and

Further That West Elgin Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the June 24, 2021 Council Agenda.

Carried

6.6 Close Public Meeting

Resolution No. 2021- 210

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby closes the Public Meeting Pursuant to Sections 34 and 36 of the *Planning Act* at 10:06 a.m. to reconvene the Regular Meeting of Council.

Carried

7. Delegation

7.1 C. Scrimgeour - Audited 2020 Financial Statements and Letter of Independence

Auditor Christene Scrimgeour went over the Audited 2020 Financial Statements.

Resolution No. 2021- 211

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby approves the 2020 Audited Financial Statements as presented by Christene Scrimgeour, Auditor.

Carried

8. Adoption of Minutes

Resolution No. 2021- 212

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That the Minutes of the Council meeting on June 10, 2021 and the minutes of the Property Standards Committee on June 10, 2021 be adopted as circulated and printed.

Carried

9. Business Arising from Minutes

None.

10. Staff Reports

10.1 Operations & Community Services

10.1.1 L. Gosnell, Manager of Operations & Community Services - Canada Day Celebrations 2021

Resolution No. 2021- 213

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

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

That West Elgin Council supports the use of Canada Day grant funding to hold a drive-thru BBQ lunch and activities on Saturday, July 31

Carried

10.2 Planning

10.2.1 Elgin County Development Charges Background Study 2021 – Municipal comments to County of Elgin

Resolution No. 2021- 214

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Jana Nethercott Clerk and Bryan Pearce, Planner re: Elgin County Development Charges be received for information; and

That West Elgin Council advice Elgin County Council of its opposition the enactment of a County Development Charges By-law at this time for the following reasons:

That West Elgin does not have sufficient staffing levels to accommodate the increased workload or the ability to absorb the cost of administering the calculation and collection of Development Charges for the County of Elgin; and

That West Elgin is concerned that there could be an adverse impact to development in West Elgin as a result of Elgin County Development Charges; and

That West Elgin will not directly benefit from Development Charges collected by West Elgin for the County of Elgin from local development.

Carried

Council recessed at 11:18 a.m. and reconvened at 11:23 a.m.

10.3 Clerk's

10.3.1 J. Nethercott, Clerk - Community Garden Agreement with West Elgin Community Health Centre

Resolution No. 2021- 215

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Community Garden Agreement with West Elgin Community Health Centre; and

That West Elgin Council considers approval for the Community Garden Agreement in the By-law portion of the agenda; and

That the Mayor and Clerk are hereby authorized to execute the Community Garden Agreement with West Elgin Community Health Centre.

Carried

10.3.2 J. Nethercott, Clerk - Municipal Approval for Licensed Retail Stores to Sell Beverage Alcohol Products on Specified Holidays

Resolution No. 2021- 216

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Municipal Approval for Licensed Retail Stores to Sell Beverage Alcohol Products on Specified Holidays; and

That West Elgin Council hereby directs staff to provide written approval to West Lorne Foodland for the selling of beverage alcohol products on Victoria Day, Canada Day, Labour Day, Thanksgiving and Family Day as per LCBO Convenience Outlet Program.

Carried

10.4 Finance/Administration

10.4.1 M. Badura, CAO/Treasurer - Breakwater Project – Re-allocation of Funds for 2021 Fiscal Year

Resolution No. 2021- 217

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from M. Badura CAO/Treasurer re: Breakwater Project – re-allocation of funds for 2021 Fiscal year; and

That Council approves reallocation of the funds earmarked for the bridge replacement up to \$15,000, towards the beach breakwater project; and

That West Elgin Council hereby approves the deferral of the Bridge repair to the 2022 Capital Budget discussions.

Carried

10.4.2 M. Badura, CAO/Treasurer - Engineering and Project Management Services – Rodney Wastewater Refurbishment Project

Resolution No. 2021- 218

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Engineering and Project Management Services – Rodney Wastewater Refurbishment Project; and That Council approves the awarding of the contract for the Consulting Engineering and Project Management services for the Rodney

WPCP upgrade to R.V. Anderson Associates Limited in the amount of \$191,184.00 plus applicable taxes.

Carried

11. Committee and Board Report

11.1 Councillor Reports from Committees

None.

11.2 West Elgin Community Centre Board of Management - Minutes of April 14, 2021

Resolution No. 2021- 219

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council hereby approves the appointment of Jeff Carmichael as the representative from West Lorne Minor Hockey Association to the West Elgin Community Centre Board of Management.

Carried

11.3 Recreation Committee - Minutes of April 21, 2021

12. Councillor Inquires/Announcements

12.1 Notice of Motion

None.

12.2 Councillor Announcements

Councillor Tellier stated that there are currently 28 graduates registered for photos on June 27 in Miller Park.

12.3 Matters of Urgency

Resolution No. 2021- 220

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby authorize the Mayor and Clerk to execute the funding agreement between the Municipality of West Elgin and the Ministry of Employment and Social Development for Enabling Accessibility

Fund Grant in the amount of \$71,709.00, for an accessible washroom as part of the municipal office renovation project.

Carried

13. Waiver of Fees Requests

Resolution No. 2021- 221

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council hereby approves items 13.1 and 13.2

Carried

13.1 West Elgin Community Health Centre

13.2 Tai-Chi

14. Accounts

Resolution No. 2021- 222

Moved: Councillor Tellier

Seconded: Councillor Rowe

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #6A amounting to \$ 623,824.19 in settlement of General, Road, Water and Arena Accounts including EFT#4000-4045, online Payments# 703-712 Payroll PP12.

Carried

15. Correspondence

15.1 MP Peter Julian - Endorsement of Motion M-84 Anti-Hate Crimes and Incidents & Private Members Bill C-313 Banning Symbols of Hate Act

Resolution No. 2021- 223

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council hereby endorse MP Peter Julian's urge of the Federal Government to immediately stop all forms of hate and all forms of

discrimination, hate crimes and incidents as well as ending all display and sale in Canada of symbols of hate.

Carried

15.2 Elgin County Council Highlights - June 8, 2021

15.3 Elgin County - Notice of Decision for Draft Plan of Subdivision - Seaside

15.4 Community School Alliance - Annual Meeting and Call for Nominations

15.5 Rainbow Optimist Club - Request to declare Pride Week

Resolution No. 2021- 224

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council hereby issue a proclaim August 9th to August 15th as Pride Week and that a Rainbow flag be raised on a Municipal Flag pole to show that West Elgin is a diverse and inclusive community.

Carried

16. By-Laws

16.1 By-Law 2021-42 - Community Garden Agreement with West Elgin Community Health Centre

Resolution No. 2021- 225

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That By-Law 2021-42 being a by-law to Authorize the Execution of an Agreement between West Elgin Community Health Centre and The Corporation of the Municipality of West Elgin for Lands to build a Community Garden, be read a first, second and third and final time.

Carried

16.2 By-Law 2021-43 - ZBA 257 Graham St, West Lorne

Resolution No. 2021- 226

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That By-law 2021-43 being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 257 Graham Road, be read a first, second and third and final time.

Carried

17. Confirming By-Law

Resolution No. 2021- 227

Moved: Councillor Tellier

Seconded: Councillor Rowe

That By-law 2021-44 being a By-Law to confirm the proceedings of the Regular Meeting of Council held on June 24, 2021, be read a first, second and third and final time.

Carried

18. Adjournment

Resolution No. 2021- 228

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That the Council of the Municipality of West Elgin hereby adjourn at 12:09 p.m. to meet again at 9:00 a.m. on July 22, 2021 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk



Municipality of West Elgin

Minutes

Special Meeting of Council

June 29, 2021, 9:00 a.m.

Electronic Participation Meeting via Zoom

Present: Mayor D. McPhail
Councillor T. Tellier
Councillor A. Cammaert
Councillor B. Rowe

Regrets: Deputy Mayor R. Leatham

Staff Present: M. Badura, CAO/ Treasurer
J. Nethercott, Clerk

1. Call to Order

Mayor Duncan McPhail called the meeting to order at 9:00 a.m.

2. Adoption of Agenda

Resolution No. 2021- 229

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby adopts the Agenda as presented.

Carried

4. Staff Reports

**4.1 J. Nethercott, Clerk - Aylmer- Elgin and St Thomas Community
Safety and Well-Being Plan**

Resolution No. 2021-230

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Aylmer-Elgin and St Thomas Community Safety and Well-Being Plan for information purposes; and

That West Elgin Council adopt the Aylmer-Elgin and St Thomas Community Safety and Well-Being Plan as presented.

Carried

5. Confirming By-Law

Resolution No. 2021-231

Moved: Councillor Tellier

Seconded: Councillor Rowe

That By-law 2021-45 being a By-Law to confirm the proceedings of the Special Meeting of Council held on June 29, 2021, be read a first, second and third and final time.

Carried

6. Adjournment

Resolution No. 2021-232

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Special Council Meeting hereby adjourn at 9:03 a.m.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk



Staff Report

Report To: Council Meeting
From: Jackie Morgan-Beunen, CBO
Date: 2021-07-22
Subject: Building Activity Report June 2021

Recommendation:

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, CBO re: Building Permit Report for June 2021 for information purposes.

Purpose:

The purpose of this report is to provide Council with information regarding the type of permits issued between June 1st to 30th, 2021 in West Elgin, as well as the permit value and permit fees collected.

Background:

Time allocation was spent on new applications, plans examinations, correspondence and inspections,

- Total Number of Building Permits Issued in the month of June: **16**
- Total Number of those being Demolition Permits issued: **1**
- Number of New Residence Building Permits within: **0**

Summary of Permits issued Year-To-Date:

- 2021: Number of Permits Issued to end of June: **57**
- 2020: Number of Permits Issued to end of June: **46**
- 2021: Total Construction Value to end of June: **\$4,583,225.00**
- 2020: Total Construction Value to end of May: **\$4,207,856.45**
- 2021: Total Permit Fees to end of June: **\$26,384.62**
- 2020: Total Permit Fees to end of June: **\$36,812.91**

Financial Implications:

There are no financial implications associated with this report.

Report Approval Details

Document Title:	Building Activity Report July 2021 - 2021-07-Building.docx
Attachments:	
Final Approval Date:	Jul 19, 2021

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

Jana Nethercott



Staff Report

Report To: Council Meeting
From: Jeff McArthur, Fire Chief
Date: 2021-07-22
Report: 2021-15
Subject: Monthly Report – June 2021

Recommendation:

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

Purpose:

To provide Council with an update on fire department activities in the month of June 2021.

Background:

Emergency Responses

Motor Vehicle Collision (MVC)	4	Hwy 401
Fire	3	Structure, vehicle, grass
Alarms Sounding	5	Commercial – 5, Residential - 1
Rescue	3	Water rescue – 2, Elevator – 1
Other	6	Flooding, natural gas odor, mutual aid, burn complaint, cancelled en route.
<i>TOTAL</i>	<i>21</i>	

Training & Meetings

Training topics including hydrant operations and water supply. Regular training is scheduled to resume the first week of August, with a schedule being created which includes subjects and lead instructors.

Two members attended NFPA 1041 Instructor Level 1 in Shedden through the Elgin County RTC.

One member is enrolled in NFPA 1041 Instructor Level 2 online through the Elgin County RTC.

Other Activities/Information

Fire Chief has met with the Training Officer and Fire Prevention Officer to discuss priorities and goals for each of the newly created positions.

Public education was provided at Aldborough Public School on June 24 as students attended for year end pick-up/drop off of school materials.

Annual SCBA flow testing was completed.

Financial Implications:

There are no financial implications associated with this report.

Report Approval Details

Document Title:	Monthly Activity Report - June - 2021-15-Fire.docx
Attachments:	
Final Approval Date:	Jul 20, 2021

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

Jana Nethercott



Staff Report

Report To: Council Meeting
From: Jeff McArthur, Fire Chief
Date: 2021-07-22
Report: 2021-016
Subject: Automatic Aid Agreement

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and

That West Elgin Council hereby provides direction to staff to draft an agreement with Southwest Middlesex for automatic aid coverage to include fires and alarms sounding at Beattie Manor, and structure fires for an area within approximately 3 km of the Wardsville Station, which would include areas of Beattie Line, Morrison Road, Gibb Line, and Linden Road.

Purpose:

To inform Council of the importance of implementing an automatic aid agreement and to seek approval to draft an agreement.

Background:

Based on information obtained by staff, prior to amalgamation there was a Fire Board Agreement which included fire coverage of a portion of Aldborough Township was covered by the Wardsville Fire Department, which included Beattie Manor. This agreement was presumably based on fire station locations. This agreement ended at the time of amalgamation. It is recommended that an automatic aid agreement is created to serve the same purpose, which is to allow the closest fire station to respond to a call irrespective of municipal boundaries. The *Fire Protection and Prevention Act* supports automatic aid agreements as a public safety measure.

Beattie Manor Retirement Residence is a residential care facility and is deemed by the Office of the Fire Marshal to be a vulnerable occupancy, as per the provincial registry. It is a 34-bedroom facility, with approximately half of the residents requiring assistance. While there is 24-hour staffing, in the event of a fire an automatic response from the Wardsville Station would allow for quicker initial fire suppression and resident evacuation, vital steps to preserve life safety.

Beattie Manor is located at 23328 Beattie Line, and the Southwest Middlesex, Wardsville Station is located at 1785 Longwoods Road - 1.2 km from Beattie Manor. The West Elgin, Rodney Station #1 is located at 22413 Hoskins Line - 10.9 km from Beattie Manor. The West Elgin, West Lorne Station #2 is located at 158 Main Street – 19 km from the Beattie Manor.

Southwest Middlesex's Fire Chief and the Wardsville Station Chief are both supportive in principle of creating an automatic aid agreement.

Financial Implications:

Any applicable fees for service would have to be negotiated with Southwest Middlesex. A base charge equivalent to the rate specified to the Ministry of Transportation is commonly used. The expected frequency of calls that would utilize this automatic aid agreement would be relatively low. In the past 12 months, WEFD has responded to one call for alarms sounding at Beattie Manor and no fires within the 3 km radius of the Wardsville Station as indicted above.

Policies/Legislation:

Fire Protection and Prevention Act (FPPA)

Report Approval Details

Document Title:	Automatic Aid Agreement - 2021-16-Fire.docx
Attachments:	
Final Approval Date:	Jul 20, 2021

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

Jana Nethercott



Staff Report

Report To: Council Meeting
From: Jeff McArthur, Fire Chief
Date: 2021-07-22
Report: 2021-17
Subject: Fire Inspector

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and

That West Elgin Council hereby approve using Bill Todd's fire inspection and investigation services and that Council approves staff to draft an agreement for these services.

Purpose:

To inform Council of the need to have fire inspector services available and to provide some initial information for consideration on the need for routine fire inspections.

Background:

Within the Province of Ontario, the delivery of fire protection services is guided by the *Fire Protection and Prevention Act (FPPA)*, which includes of the three lines of defense:

Line one: Public fire safety education

Line two: Fire safety standards and code enforcement

Line three: Emergency response.

We understand that if we enhance our first two lines of defense, there will be less reliance on the third line of defense. The recently created Fire Prevention Officer (FPO) position was designed to enhance public fire safety education. To enhance fire safety standards and code enforcement within the Municipality the need to have a Fire Inspector available has been identified. A Fire Inspector would perform inspections and follow-up inspections as needed, provide investigation services when necessary, and review fire safety plans in conjunction with the FPO. Inspections would be performed with the goal of achieving compliance through education. Bill Todd recently retired as Chief Fire Prevention Officer (CFPO) from the City of St. Thomas after over 33 years in the Elgin County Fire Service. CFPO Todd is fully qualified, well known in the County, and is currently conducting inspections for other municipalities in Elgin County. Staff recommends creating an agreement with CFPO Todd to be able to utilize his services on an as needed basis.

Currently, the Establishing and Regulating Bylaw specifies inspections are to be carried out based on complaints and requests only. To ensure that the fire safety standards in West Elgin are maintained, staff recommends Council consider implementing a Fire Prevention Policy that includes an approved inspection schedule. An inspection schedule would focus on ensuring that certain buildings, with a focus on assembly occupancies (i.e. schools) first and secondly commercial/industrial, in the Municipality are inspected on a regular basis. Again, it is important to

note that the goal of an inspection schedule would be to achieve fire code compliance and fire safety through providing education and assistance foremost, with orders and fines to be used only when deemed necessary. Further information can be provided in a subsequent report.

Financial Implications:

Detailed costs for inspector services will be available when the agreement is drafted, however the Fees By-law permits inspection costs to be billed out at \$125 per inspection, which would be anticipated to cover routine inspection costs.

Policies/Legislation:

West Elgin Bylaw 2016-08 – To Establish and Regulate the West Elgin Fire Department. Schedule “A”.

Report Approval Details

Document Title:	Fire Inspector - 2021-17-Fire.docx
Attachments:	
Final Approval Date:	Jul 20, 2021

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

Jana Nethercott



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2021-07-20

Subject: Monthly Operations Report

Recommendation:

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

Purpose:

The purpose of this report is to provide Council with an update on Municipal operations during the month of June.

Background:

Utilities

- Staff have been very busy with locate requests due to many projects happening within the municipality. The number of locates received during the first half of this year is up 49% over this time last year. In total, 420 locate requests have been received in the first six months of 2021, with 229 of those coming in the month of June alone.
- Utilities staff worked also worked closely with Van Bree Drainage on upgrades and minor repairs within the Rodney Reconstruction project. The watermain along Furnvial Road had to be relocated to facilitate installation of the new storm sewer. This was completed on a Saturday afternoon to minimize disruption to affected property owners and businesses.
- The Rodney water tower was cleaned and inspected during the month of June. Contractors used a large boom lift to hoist workers around the exterior of the tower so they could power wash the painted surfaces. An inspection was also completed at this time with the report to follow shortly. The tower was found to be in good condition with no major concerns identified.

Parks and Recreation

- Outdoor sports have started in Miller Park, with soccer running at 310 Participants (Monday – Wednesday) and women's softball playing on Thursday nights.
- The pool is running at full schedule Monday-Friday, including aquafit, swimming lessons, weekly rentals, and open swims. Lessons filled quickly, with only a few open spots remaining. Sponsored swims on Saturday afternoon will start in August, with the West Lorne Kiwanis and West Lorne Optimists clubs coming forward to sponsor 1 Saturday each.
- Upcoming Canada Day Celebrations to be held on July 31 have been advertised. These will include open swims at the Rodney Pool, a drive through BBQ at the West Lorne arena and

a community painting event at Miller Park pavilion. All programming during the day is free to anyone wishing to attend.

- There will be a second vaccination clinic held at the West Lorne arena on July 28.
- Miller Park Pavilion is being well utilized for multiple programs including Tai Chi, Stress management, senior's fitness and pound fitness classes.
- Dutton Daycare set up for summer camp which is being held in at the Rodney Rec Centre during July and August.

Public Works

- Johnston Bros. Gravel began hauling/spreading 2021 maintenance gravel in June, with approx. half of the total tender being completed by months end. This is graded once complete, and brine applied immediately following.
- Both roadside mowers were cutting grass whenever weather permitted, and public works summer students were busy hand mowing around guiderail.
- Staff worked on preparation of the footings and concrete pad for the fish cleaning station. Concrete was poured during the last week of June and the station was set in place on July 1st. Utility hook up is scheduled for July 2 and the shelter construction is planned for early July.
- Crews replaced a large road culvert on Carrol Line east of Graham Road which was rotten and beginning to fail.
- Municipal staff reinforced the concrete pier at the east end of the Port Glasgow Trailer Park after high water and shifting sand caused some of the previously placed concrete to move. This was accomplished by relocating some of the existing concrete and placing new concrete obtained from the Rodney Reconstruction project.
- Rain was the big story during the month of June and into July. Issues began on Tuesday, June 8 when a thunderstorm dumped 3 ½ inches of rain on West Lorne in approx. 1 hour. Drains were overwhelmed by the speed with which the rain fell, and localized flooding occurred at many locations around town. Staff investigated many calls and placed caution signs on Main Street east where water was over the road. Water levels began to recede within a few hours, and areas of concern were noted. A flusher truck was brought in on Thursday morning (July 10) and drains along Main Street and Elm Street were flushed to check for possible obstructions. No major concerns were identified, and staff concluded that flooding was a result of lack of capacity in the system to deal with a rainfall event of this nature. Minor rains fell over the next two weeks, with no concerns reported. Then, during the night of June 25 – 26, the municipality received a second storm, with rainfall totals coming in between 4 – 7 inches over a 12-hour period. Staff from public works, drainage and utilities departments were on the road beginning at 3:30 am Saturday June 26 until approx. 6pm. Heavy flooding was reported in all parts of West Elgin, both urban and rural. Staff pumped water from sections of streets in town and hauled gravel to repair rural roads washed away by the rain. Storm sewers and municipal drains were overwhelmed once again and there was little staff could do other than attending the properties and noting water levels. Open ditches were overflowing their banks and closed drains, which empty into these ditches, had nowhere for their water to go. Once again, areas of concern were noted, and a flusher truck/camera inspection service was booked. Before this additional investigation could be completed, a third storm on Wednesday July 7 dumped an additional 4+ inches of rain over the municipality. A flusher truck was brought in late that night to make temporary repairs on Flora Street in Rodney. A flusher truck was back on-site July 9 to continue checking drains identified by concerned residents. With the ground already

saturated, only a small amount of rain is needed to cause major issues. Since the large rains in June, municipal crews have been busy examining drains/basins and making repairs where necessary, in both rural and urban areas. As with the first event, over capacity of the system was identified as the main contributing factor. Senior staff from Drainage, Public Works and Utilities have met with all citizens who reported issues and explained the situation and what, if anything, could be done. Further information will be coming to Council as a result of these discussions and staff's ongoing investigations.

Report Approval Details

Document Title:	June 2021 - Monthly Report - 2021-28-Operations Community Services.docx
Attachments:	
Final Approval Date:	Jul 20, 2021

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

Jana Nethercott



Staff Report

Report To: Council Meeting
From: Magda Badura, CAO/Treasurer
Date: 2021-07-22
Subject: Delegation of Authority By-Law

Recommendation:

That West Elgin Council hereby receives the report from Magda Badura re: Delegation of Authority By-law; and
That West Elgin Council hereby provides _____ direction regarding the Delegation of Authority By-law

Purpose:

The purpose of this report is to provide information to Council with regards to a proposed Delegation of Authority By-Law, which provides for the delegation of routine administrative tasks to Municipal Staff.

Background:

The *Municipal Act, 2001*, Section 23.1 provides authority for Council to delegate routine powers and duties with some restrictions and Section 270 (6) states that Councils must adopt and maintain a policy with respect to a number of matters, one of which is delegation of its powers and duties.

The delegation of certain Council powers and duties has only been considered for items where there is an opportunity to streamline the process, allowing certain efficiencies in operations. Delegation of routine matters allows Council to focus their time on the more complex and strategic initiatives.

Many of the items in the proposed by-law are already standard practice in the municipality, however, these have not been previously recognized in a comprehensive by-law and when the policy relating to delegated authority was reviewed, it was found many tasks were assigned by name, rather than position and many of those delegated authorities were no longer relevant. The proposed by-law contains delegated authority, position delegated to, and conditions which are required to be met for the authority to be delegated.

Financial Implications :

N/A

Policies/Legislation:

Municipal Act

Various other Acts as listed in attachment.

Schedule A – Delegation of Powers and Duties

#	Delegation	Delegate	Legislative Authority	Conditions/Restrictions
1	Approve execution of agreements for acquisition/disposition of temporary and permanent easements as required for approved capital projects or other municipal purposes, together with such other documents as may be required in connection with such acquisitions provided value of consideration does not exceed \$25,000	CAO	<i>Municipal Act, 2001</i> , S.O. 2001, C. 25, as amended, s 23.1 and 270(1)	Terms and conditions of such agreements and related documents must be acceptable to independent solicitor advice.
2	Develop, approve and implement administrative policies, procedures and practices in the exercise of authority under section 229 of the Act.	CAO	<i>Municipal Act, 2001</i> , S.O. 2001, C. 25, as amended, s 23.1 and 270(1)	In consultation with Department Head
3	Pay Equity Adjustments, Grid Movement Approvals	CAO		In consultation with Department Head and Treasurer
4	Negotiate and settle claims against the municipality within insurance deductible limit	Treasurer		In consultation with CAO and Department Head
5	Declaration of Internal Conflicts relating to Human Resources, Staff Code of Conduct, and Legal Issues	CAO		
6	Approval of all emergency expenditures deemed essential to mitigate the emergency incident.	CAO		Consultation with CEMC
7	Signing Authority for Agreements Under By-law and/or Pursuant to Tender Awards	Mayor/Clerk		All Agreements Authorized by Municipal By-law; Affix Corporate Seal; Two Signatures Required Note: Deputy Mayor in Absence of Mayor; CAO Absence of Clerk.
8	Returning Officer, Responsible for Administration of all Municipal General Elections and All By-Elections for the Municipality of West Elgin	Clerk	<i>Municipal Elections Act</i> , 1996, S.O. 1996, c. 32	Prepare and update forms and written procedures for all components of conducting an election.

#	Delegation	Delegate	Legislative Authority	Conditions/Restrictions
9	Designate an event as event of municipal significance for purpose of prescribing it as a special event occasion where an application has been made.	Clerk	<i>Liquor Licence Act</i> R.S.O. 1990, c. L. 19	Compliance with all applicable AGCO Regulations;
10	Issuance of "Letters of No Objection" for temporary liquor licence extensions.	Clerk	<i>Liquor Licence Act</i> R.S.O. 1990, c. L. 19	Consultation with applicable Municipal Departments (ie Fire, Building)
11	Issuance of Lottery Licenses	Clerk	<i>Criminal Code</i> (Canada) Order-in-Council 1413/08 <i>Gaming Control Act</i> , 1992	Compliance with all applicable AGCO Regulations. Associated Policy Defines Criteria, S203-05.
12	Records Management Oversight	Clerk	<i>Municipal Act, 2001</i> , S.O. 2001, C. 25, as amended, s. 254	Compliance with Municipality's Records Management By-law and associated policies
13	Freedom of Information and MFIPPA Co-ordinator; All powers and duties under said Act	Clerk	<i>Municipal Freedom of Information and Protection of Privacy Act</i> ,	As appointed by By-law
14	By Virtue of Office: Division Registrar Commissioner of Oaths Marriage Officiant, Licensing of Marriage	Clerk	<i>Commissioner for Taking Affidavits Act</i> , R.S.O. 1990, c. C. 17 <i>Marriage Act</i> , R.S.O. 1990, c. M. 3 <i>Vital Statistics Act</i> , R.S.O. 1990, c. V.4	Licensing of Marriage & Marriage Officiant as Authorized by By-law Commissioner of Oaths – Treasurer by Virtue of Office
15	Processing & Approval of Livestock Valuation Claims	Clerk	Ontario Wildlife Damage Compensation Program-OMAFRA	Follows recommendation of report of livestock evaluator and OMAFRA approval

#	Delegation	Delegate	Legislative Authority	Conditions/Restrictions
16	Apply to the Chief Justice for short form wordings and set fines for licensing and regulatory by-laws as approved by Council.	Clerk	<i>Municipal Act, 2001, S.O. 2001, C. 25, as amended, s. 254</i>	
17	Mediate and settle proceedings at the Assessment Review Board and Execute Minutes of Settlement of Assessment Review Board	Treasurer		MoS must be in best interest of the Municipality, in opinion of Treasurer
18	Approval of Tax and/or Water Write-Offs and Increases relating to gross manifest errors.	Treasurer		
19	Authority to enter into agreements with the Municipal Property Assessment Corporation (MPAC) for electronic download of property assessment information.	Treasurer		
20	Authority to enter into recurring annual agreements with respect to continuance of technical software support services, and or data license agreements, subject to annual review and budget approval.	Treasurer		Review with IT Consultant (Malahide staff) for clarifying information as required.
21	Register any instrument on behalf of the Municipality against the title to lands in which the Municipality has an interest	Clerk	Land Titles/Registry Act	Review with Municipal Solicitor and CAO
22	Approve execution of agreements for the amendment, extension, renewal, and/or revival of leases and licenses on substantially the same terms and conditions of the original agreements	CAO	<i>Municipal Act, 2001, S.O. 2001, C. 25, as amended, s 23.1 and 270(1)</i>	
23	Retain external counsel, any expert or other person to assist in an actual or potential action or other legal proceeding or to obtain legal advice on behalf of the Municipality.	CAO	<i>Municipal Act, 2001, S.O. 2001, C. 25, as amended, s 23.1 and 270(1)</i>	Cost or retainer shall fall within approved budget. Outside of budget requires report to Council.
24	Accept service of any legal document on behalf of the Municipality.	CAO or Clerk	<i>Rules of Civil Procedure; or Municipal Act, 2001,</i>	

#	Delegation	Delegate	Legislative Authority	Conditions/Restrictions
			S.O. 2001, C.25, as amended, section s 9, 11 and 23.1	
25	Submit grand funding applications that would reduce expenditures associated with projects, programs and services approved as part of the operating and capital budgets, or to advance improvements where such grants represent the full value of the service or capital improvement (application of grant opportunities)	CAO and/or Department Head		
26	Approve grant funding applications to secure funding for Municipality, even if there are incremental expenditures or staffing impacts	CAO		Only if grant deadline is time sensitive, the deadline does not coincide with a Council reporting cycle and the cost is below purchasing policy threshold
27	Execute and submit any non-financial report requirements associated with receipt of grant funds	CAO or Applicable Department Head		
28	Execute and submit any financial reporting requirements associated with the receipt of grant funds	Treasurer		
29	Signing off on compliance documents from various provincial and federal ministries as it pertains to appropriate legislation	CAO		
30	Approve the release and conveyance of reserves of land held for purposes of development control and not exceeding 300 mm (one foot) in width, to the holder in fee simple of properties abutting upon the reserves of land to be released and conveyed for nominal consideration.	Planner	Land Titles/Registry Act	In consultation with CAO and Municipal Solicitor required. Report to Council at next available meeting required.

#	Delegation	Delegate	Legislative Authority	Conditions/Restrictions
31	Approve and Execute Site Plan Control Agreement*	Planner	<i>Planning Act, R.S.O.</i> 1990, c. P. 13, s. 5(1) By-Law 2021-36	*Zoning compliance required prior to Site Plan Control Agreement.
32	Amendments to Site Plan Agreement*	Planner	<i>Planning Act, R.S.O.</i> 1990, c. P. 13, s. 5(1) By-Law 2021-36	*Where both parties agree to terms in writing.
33	Approve minor amendments to Subdivision Agreements (non-financial; conditions)	Planner	<i>Planning Act, R.S.O.</i> 1990, c. P. 13, s. 5(1)	A follow up report must be brought before Council at the next available meeting
34	Minor Variance Agreement	Planner	<i>Planning Act, R.S.O.</i> 1990, c. P. 13, s. 5(1)	In consultation with Chief Building Official
35	Take all steps necessary to respond to appeals filed with the Local Planning Appeal Tribunal in accordance with Council and Committee of Adjustment Decisions, including retention of external lawyers and experts, as required, and filing or responding to procedural matters as deemed necessary.	Planner	<i>Planning Act, R.S.O.</i> 1990, c. P. 13, s. 5(1)	In consultation with Clerk and legal Counsel
36	Planning Application Completeness	Planner	<i>Planning Act, R.S.O.</i> 1990, c. P. 13, s. 5(1) By-Law 2021-28	
37	Parking Exemption Agreement	Planner	<i>Planning Act, R.S.O.</i> 1990, c. P. 13, s. 5(1)	
38	Severance (Consent) and Validation of Certificate Applications – Comments and Clearances to the County of Elgin (statement conditions met)	Planner	<i>Planning Act, R.S.O.</i> 1990, c. P. 13, s. 5(1)	
39	Garden Suite Agreements	Planner	<i>Planning Act, R.S.O.</i> 1990, c. P. 13, s. 5(1)	
40	Telecommunication Towers – Letter of Concurrence	Planner	<i>Radiocommunications Act</i>	
41	'Red-line' revisions to Draft Plan of Subdivision/Condominium – Comments to the County of Elgin	Planner	<i>Planning Act, R.S.O.</i> 1990, c. P. 13, s. 5(1)	Minor revisions only. Major revisions still require report and approval of Council

#	Delegation	Delegate	Legislative Authority	Conditions/Restrictions
42	Municipal Clearances to the County of Elgin with respect to Draft Plan Approval to facilitate registration upon fulfillment of conditions	Planner	<i>Planning Act, R.S.O. 1990, c. P. 13, s. 5(1)</i>	
	Consent Agreement	Planner	<i>Planning Act, R.S.O. 1990, c. P. 13, s. 5(1)</i>	
43	Authorized to grant partial release of securities being held again works stated within an agreement, upon request	CAO		In consultation with appropriate Department Head
44	Authority to hire seasonal or short-term employees, following Hiring Policy	CAO		In consultation with Department Head
45	Authority to sign applications to the Ministry of Environment and Conservation and Parks on behalf of the Municipality of West Elgin	CAO	<i>Ontario Water Resources Act</i>	
46	Authority to enter into Conditional Building Permit Agreements	Chief Building Official	<i>Building Code Act, 1992, S.O 1992, c. 23</i>	Agreement template reviewed by Township Solicitor and approved by CAO/Treasurer
47	Approval of Drainage Reapportionment	Drainage Superintendent	<i>The Drainage Act R.S.O. 1990, c. D. 17, s. 65 (2)</i>	Annual report to be brought to Council containing a list of all Municipal Drains reapportioned for that calendar year.
48	Authorization to close municipal parks or facilities due to seasonal restrictions, inclement weather and emergencies	Manager of Operations and Community Services		
49	Authorization to manage and perform maintenance, removal and planting of trees within the Municipality's right of way and property	Manager of Operations and Community Services		
50	Authority to execute applications for entrance permits and culvert installations	Manager of Operations		

#	Delegation	Delegate	Legislative Authority	Conditions/Restrictions
		and Community Services		
51	Approve temporary road closures for parades, recreational, community or other social events	Manager of Operations and Community Services		Annual summary report shall be brought to Council
52	Approve temporary road closures for construction purposes	Manager of Operations and Community Services	<i>Highway Traffic Act</i> , R.S.O 1990, c. H.8	Council shall be informed of all closures
53	Approve the temporary lowering of speed limits within a construction zone	Manager of Operations and Community Services	<i>Highway Traffic Act</i> , R.S.O 1990, c. H.8	
54	Issuance of Road Occupancy Permits and Municipal Consent for utility maintenance and works within road right of way	Manager of Operations and Community Services		
55	Temporary reduction or lifting of load limits on Municipal roads, including designation of alternate routes where applicable	Manager of Operations and Community Services	<i>Highway Traffic Act</i> , R.S.O 1990, c. H.8	
56	Authority to designate a significant weather event in order to extend the response time to achieve Minimum Maintenance Standards	Manager of Operations and Community Services	Ontario Regulation 239/02 minimum Maintenance Standards for Municipal Highways	

#	Delegation	Delegate	Legislative Authority	Conditions/Restrictions
57	Authority to provide reciprocal assistance to Public Works Departments in other Local Area Municipalities	Manager of Operations and Community Services		
58	Management of West Elgin Arena	West Elgin Community Centre Board of Management	In accordance with agreement approved by By-law 2004-32	
59	Enter into Fire Service Agreements for provision of fire protection services to lands located outside West Elgin or receive services from a fire department located outside of West Elgin	Fire Chief		Report to Council required
60	Activate an emergency plan and implement Municipal Emergency Control Group Notification	CAO		Decision to be made in accordance with Municipal Emergency Plan and with consultation with CEMC
61	Enter into agreements for mutual or automatic aid management operations or emergency response outside scope of Emergency response such as but not limited to CBRNE, Hazmat, confined space, high angle rescue.	Fire Chief		Report to Council required
62	Execute agreements for emergency management and emergency response for services such as Red Cross, Transit, Ontario Provincial Police, etc.	Fire Chief		Report to Council required
63	Authority to take all proper measures for prevention, control and extinguishment of fires and protection of life and property and shall exercise all powers mandated by	Fire Chief	<i>Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4</i>	

#	Delegation	Delegate	Legislative Authority	Conditions/Restrictions
	legislation.			
64	Approval and signing authority to execute agreements and documents to provide fire and public safety training, facility and equipment rentals, and other related fees for services to external clients.	Fire Chief		

DRAFT

MUNICIPALITY OF WEST ELGIN POLICY MANUAL			
Chapter:	Council	Index No.	CO-1.1
Section:	Municipal Act	Effective Date:	Jan 1 08
Subject:	Delegation of Powers and Duties	Revision Date:	
		Page:	1 of 3

- 1 PURPOSE:**
- 1.01 To outline the direction for Council procedure in the delegation of its powers and duties as described in Section 23.1 of the Municipal Act, 2001 and in compliance with Section 270 of the Municipal Act.
- 2 POLICY:**
- 2.01 Definition: Delegation shall mean the transfer of approval authority of certain powers and duties from Council to designated municipal officers, staff positions, appointees or agents of the municipality.
- 2.02 The powers and duties delegated by Council are not legislative or quasi-judicial powers and are considered minor or routine in nature.
- 2.03 Notwithstanding Section 2.01, a legislative or quasi-judicial power may be delegated, in accordance with the Municipal Act, the Planning Act and such other Acts as may be prescribed, to:
- (a) One or more members of municipal council,
 - (b) A body having at least two members of who at least to% are
 - i) Members of Council,
 - ii) Individuals appointed by Council,
 - iii) A combination of individuals described in subclauses i) and ii), or
 - (c) An officer, employee or agent of the municipality.
- 2.04 The persons to whom Council may delegate certain powers and duties are municipal officers, staff positions, appointees or agents of the municipality.
- 2.05 Council reserves the right to hear any appeal made by a person or body of a delegation approval decision and at any such hearing shall uphold, dismiss or modify the delegated approval decision as determined by a recorded vote.
- 2.06 Council reserve the right to add delegated authority as it may deem appropriate unless excluded from doing so by the Municipal Act or any Act.
- 2.07 The following powers and duties cannot be delegated by Council:
- (a) to appoint or remove from office, an officer of the municipality whose appointment is required by the Municipal Act, 2001
 - (b) to pass by-laws for municipal taxation, tax rates or tax ratios, or user fees and charges
 - (c) to incorporate municipal corporations
 - (d) to adopt an official plan or an amendment to an official plan under the Planning Act
 - (e) to pass a zoning by-law under the Planning Act
 - (f) to pass a by-law related to small business consulting and municipal capital facilities
 - (g) to adopt a community improvement plan
 - (h) to adopt or amend the municipal budget
 - (i) any other power or duty that may be prescribed.

MUNICIPALITY OF WEST ELGIN POLICY MANUAL			
Chapter:	Council	Index No.	CO-1.1
Section:	Municipal Act	Effective Date:	Jan 1 08
Subject:	Delegation of Powers and Duties	Revision Date:	
		Page:	2 of 3

- 3 **DELEGATION:**
- 3.01 The delegated powers and duties by Council to municipal officers, staff positions, agents, and appointees which may change from time as directed by Council, is attached as Appendix "A" to this policy.
- 4 **ADMINISTRATION:**
- 4.01 This policy shall apply to all municipal officers, staff, appointees and agents with respect to carrying out delegated powers and duties of Council.
- 5 **ATTACHMENTS:**
- 5.01 Attachment "A" – Delegation Approval

Council authorization: By-law 2007-116

MUNICIPALITY OF WEST ELGIN POLICY MANUAL			
Chapter:	Council	Index No.	CO-1.1
Section:	Municipal Act	Effective Date:	Jan 1 08
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ATTACHMENT "A"
DELEGATION APPROVAL

Approvals are hereby delegated by Council to its Municipal Officers, staff positions, agents, and appointees, which may change from time to time as directed by Council, to the following:

- 1 The Road Superintendent or designate is delegated authority to approve:
 - (a) Temporary closure of highways for parades, recreational, community, or other social events in accordance with By-law 2002-42. An annual summary report shall be provided to Council.
 - (b) Temporary closure of highways for construction purposes and for lowering posted speed limits within a construction zone in accordance with By-law 2002-42. Council shall be informed of such closure at the earliest convenience.
- 2 The Administrator or designate is delegated authority to:
 - (a) execute OMERS documents. An annual report shall be provided to Council, if required.
 - (b) Enter into service agreements in accordance with the Procurement policy. An annual summary report will be provided to Council.
 - (c) Approve staff vacation carryover.
- 3 Superintendents/Administrator or designate are delegated the authority to:
 - (a) Expend funds within respective budgets, within dollar limits, and in accordance with the Procurement Policy.
 - (b) Hire part-time seasonal help, following the Hiring Policy.
- 4 The West Elgin Community Centre Board of Management is delegated authority to carry out the management of the West Elgin Arena, in accordance with agreement with the Municipality of Dutton/Dunwich authorized by By-law 2004-32.
- 5 The West Elgin Recreation Committee is delegated authority to carry out recreation matters in accordance with By-law 2007-115.
- 6 The Port Glasgow Yacht Club is delegated the authority to operate the marina, in accordance with the agreement authorized by By-law 94-56.
- 7 The West Elgin Community Parent Child Resource Centre is delegated the authority to supervise the staff and programs of the West Elgin Day Camp and West Elgin Community Pool, in accordance with the agreement authorized by By-law 2003-36.
- 8 The West Elgin Community Parent Child Resource Centre is delegated the authority to operate the MTO Licensing Office.
- 9 Gordon McFadden is delegated the authority to manage the Port Glasgow Trailer Park in accordance with the Rules and Regulations established by Council.



Staff Report

Report To: Council Meeting

From: Magda Badura, CAO/Treasurer & Jana Nethercott, Clerk

Date: 2021-07-22

Subject: Administrative Updates

Recommendation:

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer and Jana Nethercott, Clerk re: Administrative Updates for information purposes

Purpose:

The purpose of this report is to provide Council with information on administrative operations and on-going projects.

Background:

- **Vital Statistics:** West Elgin is a division registrar for the Province and as part of that responsibility registers deaths, issues burial permits and marriage license as long with performing civil marriage ceremonies. As of July 15 the Vital Statistics issued are:
 - Marriage Licenses – 17
 - Registered Deaths – 198
 - Marriage Ceremonies Performed – 4 (6 more booked in the coming months)
- **Laserfiche:** Council approved the purchase of a licensing agreement for Laserfiche document management system as part of the 2021 Budget, through the Efficiencies Grant. The Clerk has built the records management files and retentions into the folder structure of this cloud-based system and is currently working with IT and staff to build the automated workflows to realize efficiencies as well as moving electronic records and assigning metadata to each record. This is a time consuming process to ensure that proper metadata tags are assigned to make future searches for Corporate Records much simpler. Once more of the automation and documents have been moved over, staff training will commence to get all staff set up in Laserfiche. It is anticipated that staff will be using this in September, with more automation hopefully to come.
- **Photos for Website:** Council approved a grant of \$3,000 to have photos done for the municipal website. A contract has been signed with Jodie Aldred Photography. Staff have met with the photographer to create a basic shot list and agreed to be in contact with her when events and projects are taking place in order for her to attend and get some photos. The contract lasts until December 31, 2021 and includes an unlimited number of shots.

- Election Survey: The survey ad campaign will launch on July 30, 2021, with a paper version of the survey being included in the tax bills to be mailed out in late August. The survey will be available until September 30, 2021.
- Community Garden: An agreement has been completed and signed with the West Elgin Community Health Centre for their community Garden in Rodney. WECHC has had the fencing installed and are awaiting the delivery of soil (weather permitting).
- Tax Sales: On February 24, 2021 staff held a virtual opening for Tax Sale. There were two properties sold via this Tax Sale. There is another Tax Sale scheduled for August 25.
- Blue Box transition: Staff have been participating in Webinars and planning sessions for the transition to full producer responsibility for Blue Box as part of the Circular Economy Act.
- Hybrid Meeting Audio Components: Clerk and IT staff met with companies in March to layout components required for hybrid meetings in the West Lorne Complex. Equipment was ordered from Dynamix. The equipment has been delayed to due parts shortages, but the anticipation is it should be installed by August, with committee and other type meetings held as test events prior to Council being run in this manner.
- Hazardous Waste Agreement: Resident access to the St Thomas Community Recycling Centre started June 1 and the City of St Thomas expanded hours started June 9 now Wednesdays and Saturdays. We haven't received statistics of users yet.
- City Wide: The Asset Management Software is now operational. All municipal assets have been uploaded into this program as well as Tri-County assets. Staff then did training on Maintenance Manager, which is how requests for service and by-law complaints are now submitted. The public portal has been implemented on the municipal website so that inquiries are tracked and assigned to appropriate municipal staff and all notes are placed in this system so that staff taking calls can see where service requests are in the process. The Work Order module has also been activated and work orders are all being done through this system now.
- Office Renovations: Staff have been working with L360 to obtain engineered drawings and the most optimum layout for the required accessible public washroom and layout of the municipal office. L360 will be preparing the tender documents for the office once the drawings have been completed.
- Grants: Staff have applied for the Municipal Modernization Program and received a grant of \$79,200 towards Asset Tracking, Payroll and Timesheet Processes. Staff are currently working on applying for Enabling Accessibility Fund – Midsize projects to upgrade all municipal public washrooms. Staff recently received communications about a new ICIP stream related to water infrastructure and are gathering information to apply for the Municipality as well as Tri-County Water Board. Staff have also been monitoring grants available for the breakwater project at the Marina and others as information is released.
- IT Upgrades: Cell phone signal booster has been installed in the Arena in West Lorne to ensure cell service is available in the ice surface area. This was completed in time to be

able to facilitate the first COVID-19 Vaccine Clinic being held there in May. Point to point internet was installed in the Rodney Pool and Parks and Recreation Shop also in May.

- Waterline Sub -Agreement: staff working on updating an agreement with Southwest Middlesex for use of SWM infrastructure to get municipal water to Beattie Manor and other residents on Beattie Line.
- Waterline Interconnections with Dutton Dunwich: there are 3 points where West Elgin water system interconnects with Dutton Dunwich, dating from the 1960s onwards. Staff of the two municipalities have met once to go over the interconnections and possible solutions for this problem. A report detailing information on this will come forward once more investigation into these interconnections have been completed.
- Official Plan Review: The technical committee for the Official Plan Review has met several times with the consultant to prepare the Background Study. With the Province passing a number of Acts that apply to the Official Plan as well as the County Official Plan Review, West Elgin's has been delayed ensuring that these changes are encompassed and therefore refrain from having to amend the Official Plan as soon as it is adopted. Staff are completing a review of this study and it will be coming to a future Committee of the Whole meeting to be presented.
- Municipal Office: As of Monday July 19, 2021 all staff have returned to working in the office. The office is open to the public by appointment or ringing of the doorbell. Service Ontario is open by appointment only.
- COVID-19: Staff are attending weekly briefings on COVID-19 in the County and SW Public Health region. Staff have updated the work plan guidelines as required for each new step and are modifying work assignments and bookings with the ever changing landscape as well as communicating to residents what information we can.
- Trailer Park: staff prepared and distributed the contracts and invoices for the 2021 Seasonal Campers at Port Glasgow Trailer Park. There have been 13 trailers/lots change ownership since these contract have been sent out.



Staff Report

Report To: Council Meeting
From: Magda Badura, CAO/Treasurer
Date: 2021-07-22
Subject: 2021 YTD Financials

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer entitled 2021 YTD Financials for information only.

Purpose:

The financial results for the fiscal period ending June 30th, 2021 are provided in the attached report. The 2021 budget, as passed by Council, is included for comparison.

Please note that it is difficult to determine the year-end financial position for several reasons including.

1. Supplementary taxes, write offs, County and School Board levies and payments are not budgeted for and will not be finalized until closer to year-end;
2. Levy payments are made to County and School Boards quarterly;
3. Interim tax revenues are recorded at 100% and allocated to County and School Boards when final taxes are levied in September;
4. Some asset and liability accounts are not reconciled until year end;
5. Some expense account postings are not allocated until year end, i.e. fuel, administration fees, etc.
6. Capital entries, including reserve allocations are prepared at year end.
7. Year-end adjustments and audit entries are completed at year end.

Based on review of the report, at this point in time there are not any significant concerns with the 2021 finances.

Report Approval Details

Document Title:	2021 YTD Financials - 2021-29-Administration Finance.docx
Attachments:	- 2021 Financials as of June 30, 21.pdf
Final Approval Date:	Jul 20, 2021

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

Jana Nethercott



Municipality of West Elgin

	<u>2021 Actuals</u>	<u>2021 Budget</u>
Revenues		
Taxation	-\$ 1,816,116.15	-\$ 3,681,300.14
Local Improvements	-	58,128.71
PIL	-	90,000.00
Grants:		
GRANT - OMPF	-\$ 960,000.00	-\$ 1,920,000.00
GRANT - OPERATING GRANT - SAFE RESTART	- 36,000.00	- 36,000.00
GRANT - OCIF	- 112,911.00	- 225,822.00
GRANT - Ontario Cannabis	- 5,000.00	-
GRANT - CANADA DAY	- 5,000.00	- 5,000.00
GRANT - SUMMER STUDENT	-	- 3,500.00
GRANT - MODERNIZATION	-	-
GRANT - ICIP: COVID Stream - Local Government	-	- 100,000.00
Miscellaneous Revenue	- 104,111.95	- 193,730.00
Transfer to Reserves (OCIF)	-	- 225,822.00
Transfer from Reserves (Insurance)	-	- 30,000.00
Departmental Summaries		
Council	\$ 41,875.05	\$ 108,857.90
Administration	628,144.24	1,002,571.52
Municipal Buildings	70,191.59	219,821.92
Fire	144,171.95	528,523.00
Police Services	402,139.69	978,466.00
Conservation Authority	63,853.00	63,853.00
Building Inspection	- 13,437.99	- 888.00
By-Law Enforcement	9,607.06	14,390.05
Animal Control	- 21,769.20	-
Roads	940,443.41	1,681,829.08
Service Ontario	- 7,020.73	- 11,947.31
Four Counties Transit	- 13,518.88	- 0.00
Street Lights	17,858.19	52,500.00
Sidewalks	2,073.49	68,926.25
Sewage - Rodney	- 37,661.51	- 0.01
Sewage - West Lorne	53,947.17	- 0.00
Water	- 19,987.35	- 0.00

	<u>2021 Actuals</u>	<u>2021 Budget</u>
Landfill	275,741.76	536,180.56
Cemeteries	134.94	500.00
Arena	55,928.26	145,790.59
Parks & Recreation	210,651.23	527,817.90
Port Glasgow Trailer Park	- 182,314.93	0.00
Libraries	- 7,445.73 -	9,513.12
Planning	48,413.81	49,025.91
Economic Development	- 5,128.00	51,000.00
Drains	21,160.81	27,930.29
Debentures	<u>18,880.71</u>	<u>58,128.71</u>
	-\$ 342,207.06	\$ 0.00

Municipality of West Elgin

Income Statement

As of June 30, 2021

Council

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7000-7400	WAGES	36,499.98	73,000.00
01-7000-7401	CPP EXPENSE	517.80	934.40
01-7000-7403	EHT EXPENSE	711.66	1,423.50
01-7000-7440	CONFERENCES/SEMINARS/MEETINGS	1,827.36	7,000.00
01-7000-7442	MILEAGE	-	2,000.00
01-7000-7443	MEALS	-	1,000.00
01-7000-7444	RECOGNITION AWARD - Note 1	-	8,000.00
01-7000-7447	ELECTION EXPENSE	1,437.36	1,500.00
01-7000-7660	OTHER SUPPLIES	880.89	4,000.00
01-7000-7900	TRANSFER TO RESERVES	-	10,000.00
		<u>\$ 41,875.05</u>	<u>\$ 108,857.90</u>

Administration

		2021 Actuals	2021 Budget
01-7010-7400	WAGES	239,681.78	502,136.12
01-7010-7401	CPP EXPENSE	12,913.49	18,679.46
01-7010-7402	EI EXPENSE	4,534.00	7,230.76
01-7010-7403	EHT EXPENSE	4,846.15	9,038.45
01-7010-7404	WSIB	7,082.81	13,206.18
01-7010-7405	LIFE INSURANCE	1,973.58	4,017.09
01-7010-7406	BENEFITS EXPENSE	17,744.20	45,192.25
01-7010-7407	OMERS EXPENSE	25,317.53	49,108.91
01-7010-7408	POST RETIREMENT BENEFITS	2,215.68	2,500.00
01-7010-7411	COVID-19	2,106.34	40,000.00
01-7010-7415	TRAINING	1,628.20	5,000.00
01-7010-7430	WAGES TRANSFER-IN	305.33	-
01-7010-7431	WAGES TRANSFER OUT	-	-
01-7010-7440	CONFERENCES/SEMINARS/MEETINGS	-	1,000.00
01-7010-7441	MEMBERSHIPS & DUES	4,688.08	5,500.00
01-7010-7442	MILEAGE	58.41	200.00
01-7010-7443	MEALS	-	500.00
01-7010-7444	Employee Recognition	95.70	500.00
01-7010-7445	GRANTS/DONATIONS - Note 4	32,026.96	56,000.00
01-7010-7446	Staff Recruitment	-	500.00
01-7010-7448	TAX SALES	-	-
01-7010-7449	ASSET MANAGEMENT	-	5,000.00
01-7010-7450	HEALTH & SAFETY	180.04	1,000.00
01-7010-7451	MARRIAGE LICENSE	1,440.00	1,000.00
01-7010-7452	BOOT & CLOTHING ALLOWANCE	1,395.87	1,194.69
01-7010-7470	911 EMERGENCY	2,375.20	2,500.00
01-7010-7601	PHONE & INTERNET	3,819.20	8,000.00
01-7010-7602	SOFTWARE LICENSE - Note 1	24,739.91	25,000.00
01-7010-7610	EQUIPMENT LEASES	759.95	1,824.00
01-7010-7611	EQUIPMENT MAINTENACE	805.70	4,000.00
01-7010-7613	EQUIPMENT PURCHASE - Note 2	12,005.55	25,000.00
01-7010-7618	SUBSCRIPTIONS - LAS	-	300.00
01-7010-7650	OFFICE SUPPLIES	3,035.26	8,000.00
01-7010-7651	POSTAGE & COURIER	8,018.02	10,000.00
01-7010-7652	ADVERTISING	1,043.69	3,000.00
01-7010-7653	BANK CHARGES	3,799.05	7,000.00
01-7010-7675	LEGAL	9,319.89	38,000.00
01-7010-7676	AUDIT	1,858.70	21,369.60
01-7010-7677	CONSULTING SERVICES - Note 3	42,968.64	50,074.00
01-7010-7678	SPECIAL PROJECTS - Surplus Lands	88.91	5,000.00
01-7010-7680	CONTRACTED SERVICES	4,288.27	10,000.00
01-7010-7681	ASSET MANAGEMENT - Street Scan	8,352.97	15,000.00
01-7010-7682	STRATEGIC PLAN	-	20,000.00
01-7010-7699	BILLABLE	787.50	-
01-7010-7901	TRANSFER FROM RESERVES - Note 5	-	412,000.00
01-7010-8003	CAPITAL - ASSET MANAGEMENT SOFTWARE	134,755.68	250,000.00

01-7010-8005	CAPITAL - KEYLESS ACCESS CONTROL & TIME KEEPING SYSTEM	-	20,000.00
01-7010-8006	CAPITAL - CONFERENCING EQUIPMENT	-	30,000.00
01-7010-8007	CAPITAL - LASERFICHE	5,088.00	10,000.00
01-7010-8008	CAPITAL - ELECTRONIC SIGNS (2)	-	82,000.00
		\$ 628,144.24	\$ 1,002,571.52

Notes

Note 1 Software License

Antivirus Renewal	557.24	450.00
Veeam Backup	772.00	1,300.00
EasyPay	319.69	350.00
Escribe	4,922.64	1,700.00
Keystone	8,627.56	11,000.00
TMRMS		400.00
Zoom	269.65	300.00
Duo Multi Factor Authentication		1,020.00
Microsoft	2,699.74	7,000.00
Esolutions	6,436.32	
Canva	135.07	
Other	-	1,480.00
	\$ 24,739.91	\$ 25,000.00

Note 2 Equipment Purchase

Yubikey for 2FA - multifactor authentication		1,600.00
Fortigate Firewall 81E - Admin Office	3,163.39	3,000.00
UPS Battery Replacement		450.00
Computer Replacement	8,028.09	19,200.00
Other	814.07	750.00
	\$ 12,005.55	\$ 25,000.00

Note 3 Consulting

Internal & External Penetration Testing	10,074.24	10,074.00
OSG	30,528.00	30,000.00
Robert Bryce HR Consulting	2,366.40	10,000.00
	\$ 42,968.64	\$ 50,074.00

Note 4 Council Grants & Donations

	2021 Actuals	2021 Budget
Stock photos for the website	3,052.80	3,000.00
Aldoborough Public School	12,500.00	12,500.00
Eagle Community Centre	10,000.00	10,000.00
Rodney Agricultural Society		8,200.00
Tiny Tots		-
Tryconnell Heritage Society (Backus-Page House)	3,000.00	3,000.00
West Lorne Horticultural Society	673.54	800.00
West Elgin Legion Branch 221		3,000.00
West Lorne Optimists	500.00	4,200.00
West Lorne Lawn Bowling Club	1,390.62	2,500.00
Other requests throughout the year:		8,800.00
Grad Photos	810.00	
"In memory of" - donations	100.00	-
	\$ 32,026.96	\$ 56,000.00

Note 5 Transfer from Reserves - Ontario Invests - Improve Service Delivery & Efficiency

Beg Balance - Jan 1, 2020	\$	553,560.00		553,560.00
Website Development	-	37,587.69	-	33,008.49
E-agenda Software	-	8,598.72	-	8,598.72
Balance at Dec 31, 2020		507,373.59	\$	511,952.79
Strategic Planning		-	-	20,000.00
Asset Management Software & Training	-	250,000.00	-	250,000.00
Keyless Access Control & Electronic Time Keeper	-	20,000.00	-	20,000.00
Conferencing Equipment	-	30,000.00	-	30,000.00
Building Inspection Software	-	7,000.00		
Laserfiche Software	-	10,000.00	-	10,000.00
Electronic Sign x 2	-	82,000.00	-	82,000.00
Water Modeling Study	-	40,000.00		-
Sanitary Sewer Capacity Report - West Lorne	-	30,000.00		-
IT Improvements - 2022		-		-
Balance at Dec 31, 2021	\$	38,373.59	\$	99,952.79

Municipal Building

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7011-6321	GRANTS - Accessibility Improvement	-	-
01-7011-6322	BACK ST LOT (BELL)RENT	- 8,000.00	- 7,900.00
01-7011-7500	HYDRO	1,870.35	4,000.00
01-7011-7501	GAS	1,546.68	2,500.00
01-7011-7502	WATER	81.92	250.00
01-7011-7510	INSURANCE	44,629.47	45,359.51
01-7011-7515	BUILDING REPAIRS & MAINTENANCE	4,884.72	5,000.00
01-7011-7516	JANITORIAL	3,081.22	11,112.40
01-7011-7520	GROUPS MAINTENANCE	36.62	2,000.00
01-7011-7611	EQUIPMENT MAINTENANCE	281.19	-
01-7011-7901	TRANSFER FROM RESERVES	- -	200,000.00
01-7011-8002	CAPITAL - MUNICIPAL OFFICE RENOVATIONS	<u>15,467.52</u>	<u>300,000.00</u>
		\$ 63,879.69	\$ 162,321.91

Old Town Hall - 117 Furnival Road

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7012-6320	HALL RENT	-	
01-7012-7500	HYDRO	586.88	1,500.00
01-7012-7501	GAS	1,896.73	2,000.00
01-7012-7502	WATER	-	-
01-7012-7510	INSURANCE	3,805.92	2,000.00
01-7012-7515	BUILDING REPAIR & MAINTENANCE	22.37	2,000.00
01-7012-7900	TRANSFER TO RESERVES	-	50,000.00
		<u>\$ 6,311.90</u>	<u>\$ 57,500.00</u>

West Elgin Fire

		2021 Actuals	2021 Budget
01-7070-6310	REVENUE - MTO	- 10,500.60 -	10,000.00
01-7070-6800	PROCEEDS ON ASSET DISPOSAL	- 1,200.00	-
01-7070-7400	WAGES	-	135,000.00
01-7070-7403	EHT EXPENSE	-	1,890.00
01-7070-7404	WSIB	-	10,800.00
01-7070-7405	LIFE INSURANCE	8,312.76	10,000.00
01-7070-7410	PUBLIC EDUCATION	100.00	2,500.00
01-7070-7415	TRAINING - Note 1	15,277.33	12,500.00
01-7070-7430	WAGES TRANSFER IN	-	-
01-7070-7440	CONFERENCES/SEMINARS/MEETINGS	-	500.00
01-7070-7441	MEMBERSHIPS & DUES	41.67	500.00
01-7070-7442	MILEAGE	3,960.99	4,050.00
01-7070-7443	MEALS	448.88	1,500.00
01-7070-7444	EMPLOYEE RECOGNITION	340.00	1,000.00
01-7070-7450	HEALTH & SAFETY	1,270.30	1,000.00
01-7070-7451	Personal Protective Equipment - Note 2	24,708.95	29,400.00
01-7070-7452	UNIFORMS - Note 3	-	4,200.00
01-7070-7500	HYDRO	4,572.81	6,000.00
01-7070-7501	GAS	2,778.34	3,500.00
01-7070-7502	WATER	372.16	1,000.00
01-7070-7510	INSURANCE	20,008.84	20,000.00
01-7070-7515	BUILDING REPAIRS & MAINTENANCE	2,849.21	5,000.00
01-7070-7516	JANITORIAL	440.57	500.00
01-7070-7529	ADMINISTRATION EXPENSE	-	200.00
01-7070-7601	PHONE & INTERNET	2,685.25	5,000.00
01-7070-7602	SOFTWARE LICENSE - Note 4	1,952.43	5,850.00
01-7070-7611	EQUIPMENT MAINTENANCE	6,327.80	17,000.00
01-7070-7613	EQUIPMENT PURCHASE - Note 5	13,447.00	-
01-7070-7614	EQUIPMENT RENTAL	818.44	350.00
01-7070-7615	RADIO LICENCING	7,108.99	13,000.00
01-7070-7621	HYDRANTS RENTAL	-	19,600.00
01-7070-7650	OFFICE SUPPLIES	497.95	1,000.00
01-7070-7651	POSTAGE & COURIER	43.51	100.00
01-7070-7652	ADVERTISING	-	1,000.00
01-7070-7660	OTHER SUPPLIES	1,630.65	500.00
01-7070-7680	CONTRACTED SERVICES	16,234.81	86,408.00
01-7070-7701	FUEL - GAS	18.02	600.00
01-7070-7702	FUEL - DIESEL	-	2,500.00
01-7070-7705	VEHICLE - REPAIRS & MAINTENANCE	19,624.89	18,500.00
01-7070-7900	TRANSFER TO RESERVES	-	30,000.00
01-7070-8000	CAPITAL - Compressor	-	60,000.00
		\$ 144,171.95	\$ 502,448.00

Notes:**Note 1 Training**

Recruit 1001 5 @ \$1500	7,500.00	7,500.00
OFC/NFPA	780.00	5,000.00
Other	6,997.33	-
	<u>\$ 15,277.33</u>	<u>\$ 12,500.00</u>

Note 2 Personal Protective Equipment

Helmet fronts 30 x \$60	-	\$ 1,800.00
Helmets 8 X \$325	-	\$ 2,600.00
PPE - boots, gloves, 10 sets of bunker gear	24,708.95	\$ 25,000.00
	<u>\$ 24,708.95</u>	<u>\$ 29,400.00</u>

Note 3 Uniforms

Station wear (8@ \$150)	-	1,200.00
Dress (4 @ \$750)	-	3,000.00
	<u>\$ -</u>	<u>\$ 4,200.00</u>

Note 4 Software License

Who's Responding		\$ 1,500.00
Burn Permit	508.80	\$ 1,000.00
Inegenious - Fire Pro	1,443.63	\$ 2,700.00
Symposium - Pagets	-	\$ 650.00
	<u>\$ 1,952.43</u>	<u>\$ 5,850.00</u>

Note 5 Equipment Purchase

Tablet x 2 - for each pumper	1,457.04
Pager batteries	854.78
Gear bags	340.35
Entry Control Board	334.75
Fire Safety Manikin	1,300.76
Gate valve	701.61
Hose tester & adapters	5,079.47
Laptops	2,330.30
TV & TV mount	503.16
Flashlights	544.78
	<u>\$ 13,447.00</u>

Police Services

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7090-7680	CONTRACTED SERVICES	402,139.69	972,466.00
01-7090-7681	COURT COSTS	-	6,000.00
		<u>\$ 402,139.69</u>	<u>\$ 978,466.00</u>

Conservation Authority

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7100-7695	GENERAL LEVY - CONSERVATION AUTHORITY	\$ 63,853.00	\$ 63,853.00

Building Inspection

			<u>2021 Actuals</u>		<u>2021 Budget</u>
01-7120-6330	SEPTIC PERMITS	-	3,775.00	-	7,000.00
01-7120-6331	BUILDING PERMITS	-	30,977.31	-	60,000.00
01-7120-6332	PLUMBING PERMITS		-	-	600.00
01-7120-6333	SEPTIC - CLEARANCE CERTIFICATE		-	-	250.00
01-7120-6334	BUILDING CERTIFICATES		-	-	500.00
01-7120-7415	TRAINING		66.14		400.00
01-7120-7440	CONFERENCES/SEMINARS/MEETINGS		-		500.00
01-7120-7441	MEMBERSHIPS & DUES		203.53		200.00
01-7120-7442	MILEAGE		442.76		3,000.00
01-7120-7452	BOOT & CLOTHING ALLOWANCE		-		100.00
01-7120-7601	PHONE & INTERNET		127.34		300.00
01-7120-7602	SOFTWARE LICENSE		-		6,780.00
01-7120-7618	SUBSCRIPTIONS & PUBLICATIONS		-		200.00
01-7120-7650	OFFICE SUPPLIES		-		500.00
01-7120-7652	Advertising		-		300.00
01-7120-7675	Legal Expense		-		1,000.00
01-7120-7680	CONTRACTED SERVICES - Plans Review		20,474.55		60,962.00
01-7120-7901	TRANSFER FROM RESERVES		-	-	6,780.00
			<u>-\$ 13,437.99</u>		<u>-\$ 888.00</u>

By-law Enforcement

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7140-6108	BY-LAW ENFORCEMENT	- 125.00	-
01-7140-7400	WAGES	8,829.60	13,215.00
01-7140-7402	EI EXPENSE	195.29	264.30
01-7140-7403	EHT EXPENSE	172.17	264.30
01-7140-7404	WSIB	251.64	396.45
01-7140-7415	Training	78.14	100.00
01-7140-7650	OFFICE SUPPLIES	185.26	100.00
01-7140-7651	POSTAGE & COURIER	19.96	50.00
		\$ 9,607.06	\$ 14,390.05

Animal Control

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7150-6340	DOG LICENCES	- 34,725.00	- 37,000.00
01-7150-6341	KENNEL LICENSE	- 300.00	- 200.00
01-7150-6342	LIVESTOCK CLAIMS	- 1,929.00	- 2,000.00
01-7150-7476	LIVESTOCK CLAIMS	2,073.15	3,000.00
01-7150-7602	SOFTWARE LICENSE	-	1,000.00
01-7150-7651	POSTAGE & COURIER	1,420.95	
01-7150-7680	CONTRACTED SERVICES	11,690.70	19,694.53
01-7150-7681	Animal Control - Cats	-	2,000.00
01-7150-7777	BAD DEBT EXPENSE	-	500.00
01-7150-7900	TRANSFER TO RESERVES	-	13,005.47
		<u>-\$ 21,769.20</u>	<u>\$ -</u>

Roads - Municipal

		2021 Actuals	2021 Budget
01-7200-6210	GRANTS - MAIN STREET REVITALIZATION	-	-
01-7200-6211	GRANT - GAS TAX - Note 1	- 158,417.19 -	158,417.00
01-7200-6212	GRANT - INVESTING IN CANADA INFRASTRUCTURE	-	-
01-7200-6350	FSC - ROADS	- 79,242.93 -	150,000.00
01-7200-6351	COUNTY SHARE OF ADMIN OH	- -	23,035.93
01-7200-6352	LICENCE FEES - AGGREGATE PRODUCERS	- -	8,000.00
01-7200-6353	GAIN/LOSS ON ASSET DISPOSAL - Note 2	- -	27,500.00
01-7200-7001	A-BRIDGES/CULVTS-WAGES	706.93	20,000.00
01-7200-7002	A-BRIDGES/CULVTS-MT	774.40	20,000.00
01-7200-7003	A-BRIDGES/CULVTS-MATERIAL	-	15,000.00
01-7200-7011	B-1-MOWING/SPRAY-WAGES	1,631.06	22,500.00
01-7200-7012	B-1-MOWING/SPRAY-MT	671.76	12,500.00
01-7200-7013	B-1-MOWING/SPRAY-MATERIAL	714.21	10,000.00
01-7200-7021	B-2-BRUSHING-WAGES	32,340.91	40,000.00
01-7200-7022	B-2-BRUSHING-MT	23,009.73	30,000.00
01-7200-7023	B-2-BRUSHING-MATERIAL	23,011.98	37,500.00
01-7200-7031	B-3-DITCHING-WAGES	2,134.77	10,000.00
01-7200-7032	B-3-DITCHING-MT	2,094.00	12,500.00
01-7200-7033	B-3-DITCHING-MATERIAL	-	1,000.00
01-7200-7041	B-4-CATCHBASINS-WAGES	1,431.89	15,000.00
01-7200-7042	B-4-CATCHBASINS-MT	1,085.69	10,000.00
01-7200-7043	B-4-CATCHBASINS-MATERIAL	152.38	5,000.00
01-7200-7051	B-5-DEBRIS/LITTER-WAGES	2,520.64	5,000.00
01-7200-7052	B-5-DEBRIS/LITTER-MT	1,392.76	3,500.00
01-7200-7053	B-5-DEBRIS/LITTER-MATERIA	30.51	1,000.00
01-7200-7061	C-1-HARDTOP-WAGES	2,721.95	12,500.00
01-7200-7062	C-1-HARDTOP-MT	1,652.44	7,500.00
01-7200-7063	C-1-HARDTOP-MATERIAL	-	12,500.00
01-7200-7071	C-2-ROD/WL ST-WAGES	272.43	1,000.00
01-7200-7072	C-2-ROD/WL ST-MT	414.26	1,000.00
01-7200-7073	C-2-ROD/WL ST-MATERIAL	-	500.00
01-7200-7081	C-3-SHOULDER MAINT-WAGES	252.98	2,500.00
01-7200-7082	C-3-SHOULDER MAINT-MT	243.58	2,500.00
01-7200-7083	C-3-SHOULDER MAINT-MATERI	-	500.00
01-7200-7101	D-2 GRADING/SCARIFI-WAGES	20,908.83	40,000.00
01-7200-7102	D-2 GRADING/SCARI-MT	21,660.32	47,500.00
01-7200-7103	D-2 GRADING/SCARI-MATERIAL	-	7,500.00
01-7200-7111	D-3 DUST LAYER-WAGES	1,438.34	3,000.00
01-7200-7112	D-3 DUST LAYER-MT	1,035.99	1,500.00
01-7200-7113	D-3 DUST LAYER-MATERIAL	58,630.59	180,000.00
01-7200-7121	D-5 GRAVEL RESURFACE-WAGE	3,444.61	8,000.00
01-7200-7122	D-5 GRAVEL RESURFACE-MT	6,093.19	10,000.00
01-7200-7123	D-5 GRAVEL RESUR-MATERIAL	110,378.10	250,000.00
01-7200-7131	E-1 SNOW PLOW/REMOV-WAGES	21,770.03	30,000.00
01-7200-7132	E-1 SNOW PLOW/REMOV-MT	21,380.58	30,000.00
01-7200-7133	E-1 SNOW PLOW/REM-MATERIA	70.00	5,000.00
01-7200-7141	E-2 SANDING/SALTING-WAGES	4,201.06	7,500.00
01-7200-7142	E-2 SANDING/SALTING-MT	4,277.86	7,500.00
01-7200-7143	E-2 SANDING/SALT-MATERIAL	25,890.75	20,000.00

01-7200-7151	E-3 PLOW/SAND/SALT-WAGES	10,806.41	15,000.00
01-7200-7152	E-3 PLOW/SAND/SALT-MT	9,421.29	15,000.00
01-7200-7161	F SAFETY-WAGES	6,157.67	20,000.00
01-7200-7162	F SAFETY-MT	2,109.61	10,000.00
01-7200-7163	F SAFETY-MATERIAL - Note 3	8,554.89	25,000.00
01-7200-7171	G-1 MUN DR REPAIR-WAGES	70.06	10,000.00
01-7200-7172	G-1 MUN DR REPAIR-MT	-	5,000.00
01-7200-7173	G-1 MUN DR REPAIR-MATERIA	8,468.28	80,000.00
01-7200-7181	J SHOP-WAGES	8,187.10	15,000.00
01-7200-7182	J SHOP-MT	225.96	1,000.00
01-7200-7183	J SHOP-MATERIAL	476.04	500.00
01-7200-7191	K-EQUIP REPAIR-WAGES	21,046.24	20,000.00
01-7200-7192	K-EQUIP REPAIR-MT	282.68	1,500.00
01-7200-7193	K-EQUIP REPAIR-MATERIAL	3,507.44	500.00
01-7200-7201	R-GRAVEL PITS REHAB-WAGES	1,641.59	5,000.00
01-7200-7202	R-GRAVEL PITS REHAB-MT	2,480.01	5,000.00
01-7200-7203	R-GRAVEL PIT REHAB-MATERI	-	2,500.00
01-7200-7211	RP-PATROL-WAGES	6,438.09	15,000.00
01-7200-7212	RP-PATROL-MT	2,328.50	7,500.00
01-7200-7213	RP-PATROL-MATERIAL	-	500.00
01-7200-7220	WAGES - ADMIN	13,621.75	33,217.17
01-7200-7231	M-MISC Wages	38,893.02	80,000.00
01-7200-7232	M-MISC MT	38,998.94	70,000.00
01-7200-7250	BACKHOE #10	-	2,500.00
01-7200-7251	BULLDOZER	1,307.38	2,500.00
01-7200-7252	EXCAVATOR	101.52	2,500.00
01-7200-7253	GRADER #1	1,779.82	4,000.00
01-7200-7254	GRADER #2	1,431.73	4,000.00
01-7200-7255	LOADER #18	2,815.25	2,500.00
01-7200-7256	LOADER #6	686.25	6,000.00
01-7200-7257	MOWERS	160.68	175.00
01-7200-7258	PICKUP #1	2,205.88	3,500.00
01-7200-7259	PICKUP#15	2,348.02	2,500.00
01-7200-7260	PICKUP #3	-	-
01-7200-7261	PICKUP#4	2,214.99	3,500.00
01-7200-7262	TRACTOR#5	1,469.08	1,000.00
01-7200-7263	TRAILERS	4,601.20	2,500.00
01-7200-7264	TRUCK#11	1,084.00	5,000.00
01-7200-7266	TRUCK#12	4,813.13	6,000.00
01-7200-7267	TRUCK#17	9,260.09	10,000.00
01-7200-7268	TRUCK #7	1,829.66	10,000.00
01-7200-7270	TRUCK #8	1,573.60	12,500.00
01-7200-7272	TRUCK#9	1,796.86	7,500.00
01-7200-7273	VAC TRAILER#19	445.64	2,000.00
01-7200-7415	TRAINING - Note 4	3,782.23	5,000.00
01-7200-7441	MEMBERSHIPS & DUES	357.73	1,500.00
01-7200-7446	STAFF RECRUITMENT	246.18	1,000.00
01-7200-7450	HEALTH & SAFETY	1,807.35	5,000.00
01-7200-7452	UNIFORMS	4,301.63	6,000.00
01-7200-7500	HYDRO	1,870.37	4,000.00
01-7200-7501	GAS	1,546.65	2,500.00
01-7200-7502	WATER	412.79	1,000.00
01-7200-7510	INSURANCE	100,781.36	91,089.84

01-7200-7515	BUILDING REPAIRS & MAINTENANCE	1,836.38	7,500.00
01-7200-7516	JANITORIAL	391.10	2,500.00
01-7200-7601	PHONE & INTERNET	1,095.08	2,000.00
01-7200-7609	TOOLS	1,130.55	7,500.00
01-7200-7610	EQUIPMENT LEASE	-	300.00
01-7200-7611	EQUIPMENT REPAIR & MAINTENANCE	1,112.10	5,000.00
01-7200-7630	COMPUTER SOFTWARE & LICENSES	4,833.60	6,000.00
01-7200-7650	OFFICE SUPPLIES	166.78	1,000.00
01-7200-7660	OTHER SUPPLIES	-	1,500.00
01-7200-7699	BILLABLE	- 887.22	-
01-7200-7701	FUEL - GAS	19,432.93	22,500.00
01-7200-7702	FUEL - DIESEL	25,352.26	35,000.00
01-7200-7703	FUEL - COLOUR DIESEL	22,283.80	35,000.00
01-7200-7900	TRANSFER TO RESERVES	-	427,675.00
01-7200-7900	Transfer from Reserves	-	1,539,000.00
01-7200-8000	CAPITAL - EQUIPMENT OVER \$10,000 - see 2021 Capital schedule	320,102.36	339,000.00
01-7200-8112	CAPITAL - CULVERT#6 REPLACEMENT - BLACKS@KINTYRE	7,392.86	-
01-7200-8114	CAPITAL - RODNEY RECONSTRUCTION	4,250.23	1,200,000.00
01-7200-8115	CAPITAL - PUBLIC WORKS SHED	-	75,000.00
		\$ 912,020.84	\$ 1,681,829.08

Roads - County

		2021 Actuals	2021 Budget
01-7220-6351	ELGIN COUNTY	- 217,366.18 -	483,035.93
01-7220-7001	A-BRIDGES/CULVTS-WAGES	2,501.85	5,000.00
01-7220-7002	A-BRIDGES/CULVTS-MT	2,377.05	4,000.00
01-7220-7003	A-BRIDGES/CULVTS-MATERIAL	519.08	1,500.00
01-7220-7011	B-1-MOWING/SPRAY-WAGES	350.26	17,500.00
01-7220-7012	B-1-MOWING/SPRAY-MT	-	10,000.00
01-7220-7013	B-1-MOWING/SPRAY-MATERIAL	1,579.41	15,000.00
01-7220-7021	B-2-BRUSHING-WAGES	6,338.52	17,500.00
01-7220-7022	B-2-BRUSHING-MT	4,178.91	15,000.00
01-7220-7023	B-2-BRUSHING-MATERIAL	7,532.67	10,000.00
01-7220-7031	B-3-DITCHING-WAGES	257.69	8,000.00
01-7220-7032	B-3-DITCHING-MT	332.35	8,000.00
01-7220-7033	B-3-DITCHING-MATERIAL	595.70	1,000.00
01-7220-7041	B-4-CATCHBASINS-WAGES	575.20	7,500.00
01-7220-7042	B-4-CATCHBASINS-MT	118.01	7,500.00
01-7220-7043	B-4-CATCHBASINS-MATERIAL	281.84	1,500.00
01-7220-7051	B-5-DEBRIS/LITTER-WAGES	1,373.62	2,000.00
01-7220-7052	B-5-DEBRIS/LITTER-MT	569.37	1,500.00
01-7220-7053	B-5-DEBRIS/LITTER-MATERIA	-	500.00
01-7220-7061	C-1-HARDTOP-WAGES	1,219.62	2,000.00
01-7220-7062	C-1-HARDTOP-MT	852.49	1,500.00
01-7220-7063	C-1-HARDTOP-MATERIAL	1,513.73	2,000.00
01-7220-7071	C-2-ROD/WL ST-WAGES	1,654.03	5,000.00
01-7220-7072	C-2-ROD/WL ST-MT	979.16	5,000.00
01-7220-7073	C-2-ROD/WL ST-MATERIAL	2,798.40	7,500.00
01-7220-7081	C-3-SHOULDER MAINT-WAGES	1,284.30	6,000.00
01-7220-7082	C-3-SHOULDER MAINT-MT	2,808.75	8,500.00
01-7220-7083	C-3-SHOULDER MAINT-MATERI	-	1,000.00
01-7220-7131	E-1 SNOW PLOW/REMOV-WAGES	6,173.38	7,500.00
01-7220-7132	E-1 SNOW PLOW/REMOV-MT	2,739.41	5,000.00
01-7220-7133	E-1 SNOW PLOW/REM-MATERIA	4,598.33	5,000.00
01-7220-7141	E-2 SANDING/SALTING-WAGES	3,881.18	7,500.00
01-7220-7142	E-2 SANDING/SALTING-MT	3,070.15	7,500.00
01-7220-7143	E-2 SANDING/SALT-MATERIAL	73,316.55	60,000.00
01-7220-7151	E-3 PLOW/SAND/SALT-WAGES	19,140.40	22,500.00
01-7220-7152	E-3 PLOW/SAND/SALT-MT	24,094.47	27,500.00
01-7220-7161	F SAFETY-WAGES	5,782.77	7,000.00
01-7220-7162	F SAFETY-MT	- 18,014.50	4,000.00
01-7220-7163	F SAFETY-MATERIAL	23,935.92	50,000.00
01-7220-7171	G-1 MUNICIPAL DRAIN REPAIR - WAGES	249.15	3,000.00
01-7220-7172	G-1 MUN DR REPAIR - MT	282.68	2,000.00
01-7220-7173	G-1 MUN DR REPAIR - MATERIALS	-	2,500.00
01-7220-7211	RP-PATROL-WAGES	41,605.17	60,000.00
01-7220-7212	RP-PATROL-MT	9,301.09	12,500.00
01-7220-7213	RP-PATROL-MATERIAL	3,040.59	5,000.00
01-7220-7225	ADMINISTRATIVE OVERHEAD	-	23,035.93
		\$ 28,422.57	\$ -

Service Ontario

			<u>2021 Actuals</u>		<u>2021 Budget</u>
01-7240-6210	MTO - MGCS FUNDING	-	14,283.08	-	4,000.00
01-7240-6345	MTO - DRIVER LICENSE COMMISSION	-	4,092.99	-	8,250.00
01-7240-6346	MTO - HEALTH CARD SERVICES COMMISSION	-	493.88	-	850.50
01-7240-6347	MTO - HUNTING LICENCE COMMISSION	-	317.74	-	368.72
01-7240-6348	MTO - MISCELLANEOUS	-	173.50	-	243.75
01-7240-7400	WAGES		9,209.62		20,088.00
01-7240-7401	CPP EXPENSE		447.28		976.28
01-7240-7402	EI EXPENSE		207.53		413.81
01-7240-7403	EHT EXPENSE		185.72		395.73
01-7240-7404	WSIB		271.41		578.53
01-7240-7405	LIFE INSURANCE		14.78		-
01-7240-7406	BENEFITS EXPENSE		229.68		-
01-7240-7407	OMERS EXPENSE		868.93		1,807.92
01-7240-7415	Training		40.70		100.00
01-7240-7450	HEALTH & SAFETY		-		100.00
01-7240-7650	OFFICE SUPPLIES		100.39		150.00
01-7240-7651	POSTAGE & COURIER		-		50.00
01-7240-7652	ADVERTISING		764.42		500.00
01-7240-7660	OTHER SUPPLIES		-		500.00
01-7240-7680	CONTRACTED SERVICES		-		-
			<u>-\$ 7,020.73</u>		<u>\$ 11,947.31</u>

Four Counties Transit

			<u>2021 Actuals</u>		<u>2021 Budget</u>
01-7280-6212	GRANT - PROVINCIAL GAS TAX	-	30,563.00	-	30,563.00
01-7280-6213	GRANTS - PUBLIC TRANSIT STREAM	-	1,807.12		-
01-7280-6214	GRANT - SAFE RESTART - Phase 2	-	3,369.00	-	33,544.00
01-7280-6355	BUS TRIP FEES	-	1,824.00	-	4,000.00
01-7280-6356	SPECIAL TRIP & MILEAGE BUS FEES		-	-	500.00
01-7280-7400	WAGES		11,721.11		26,858.00
01-7280-7401	CPP EXPENSE		515.23		1,128.04
01-7280-7402	EI EXPENSE		259.25		590.88
01-7280-7403	EHT EXPENSE		228.56		537.16
01-7280-7404	WSIB		334.05		778.88
01-7280-7415	Training		66.14		200.00
01-7280-7510	INSURANCE		2,044.00		2,207.52
01-7280-7601	PHONE & INTERNET		891.40		1,200.00
01-7280-7651	POSTAGE & COURIER		151.43		50.00
01-7280-7652	ADVERTISING		3,870.16		3,500.00
01-7280-7660	OTHER SUPPLIES		193.45		500.00
01-7280-7675	LEGAL		-		2,000.00
01-7280-7701	FUEL - GAS		2,250.76		5,000.00
01-7280-7705	REPAIRS & MAINTENANCE		1,518.70		5,000.00
01-7280-7900	TRANSFER TO RESERVES		-		19,056.53
			<u>-</u>		<u>\$</u>
			13,518.88		0.00

Street Lights

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7290-7500	HYDRO	10,007.13	22,500.00
01-7290-7611	REPAIR & MAINTENANCE	7,026.80	10,000.00
01-7290-7613	EQUIPMENT PURCHASE	-	5,000.00
01-7290-8310	STREETLIGHTS - CAPITAL OVER \$10,000	824.26	15,000.00
		<u>\$ 17,858.19</u>	<u>\$ 52,500.00</u>

Sidewalks

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7295-7274	SUMMER MAINTENANCE	67.65	2,500.00
01-7295-7275	WINTER MAINTENANCE	-	1,000.00
01-7295-7430	WAGES TRANSFER IN	2,005.84	5,426.25
01-7295-8000	SIDEWALKS - CAPITAL OVER \$10,000 - Note 1	-	60,000.00
		<u>\$ 2,073.49</u>	<u>\$ 68,926.25</u>

Sewer - Rodney

			<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7300-6100	SEWER BILLINGS - Note 1	-	113,642.02	- 366,753.84
01-7300-6371	Sewer Billings - Flat Charge	-	72,384.66	
01-7300-6211	GRANT - Green Stream Intake 1 - Note 2		-	- 1,094,413.59
01-7300-7341	PROPERTY TAXES		13,151.00	-
01-7300-7500	HYDRO		28,290.89	61,802.85
01-7300-7502	WATER		1,760.92	9,000.00
01-7300-7510	INSURANCE		7,159.33	6,097.41
01-7300-7511	TAXES		910.00	28,500.00
01-7300-7520	GROUNDS MAINTENANCE		170.18	1,500.00
01-7300-7531	FINANCIAL PLAN		-	-
01-7300-7602	SOFTWARE LICENSE		610.56	500.00
01-7300-7611	SEWER MAINTENACE - Note 3		15,943.71	61,787.00
01-7300-7613	EQUIPMENT PURCHASE		-	-
01-7300-7651	POSTAGE & COURIER		4.58	-
01-7300-7680	CONTRACTED SERVICES		80,364.00	160,728.00
01-7300-7901	TRANSFER FROM RESERVES		-	- 361,197.84
01-7300-8000	CAPITAL - RODNEY SEWAGE UPGRADES - See 2021 Capital Budget		-	1,492,450.00
			<u>-\$ 37,661.51</u>	<u>-\$ 0.01</u>

Sewage - West Lorne

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7301-6370	SEWER BILLINGS	- 156,520.01	- 631,886.80
01-7301-6371	Sewer Billings - Flat Charge	- 91,617.79	-
01-7301-6850	LONG-TERM FINANCING	-	-
01-7301-7500	HYDRO	16,710.67	42,586.69
01-7301-7502	WATER	115.96	500.00
01-7301-7510	INSURANCE	6,739.21	6,021.48
01-7301-7511	TAXES	9,899.00	20,195.15
01-7301-7520	GROUNDS MAINTENANCE	60.38	1,000.00
01-7301-7602	SOFTWARE LICENSE	610.56	500.00
01-7301-7611	SEWER MAINTENANCE	6,236.20	22,000.00
01-7301-7654	INTEREST EXPENSE	1,072.63	3,000.00
01-7301-7680	CONTRACTED SERVICES	89,737.98	179,476.00
01-7301-7900	TRANSFER TO RESERVES	-	132,607.48
01-7301-8000	CAPITAL - WEST LORNE SEWAGE UPGRADES - See 2021 Capital Sc	170,902.38	224,000.00
01-7301-8001	CAPITAL - COLLECTION SYSTEM FLUSHING	-	-
		\$ 53,947.17	-\$ 0.00

Water

		2021 Actuals	2021 Budget
01-7310-6111	PENALTY & INTEREST	- 8,274.45	9,500.00
01-7310-6120	WATER REV - MISC.	- 4,679.32	5,000.00
01-7310-6360	WATER REV - RESIDENTIAL - Note 1	- 179,797.85	922,973.05
01-7310-6361	WATER REV-NON RESIDENTIAL	- 22,834.55	118,810.57
01-7310-6371	Water - Flat Charge	- 158,975.48	-
01-7310-6362	WATERLINE CAP PAYMENT	- 8,981.89	-
01-7310-6363	WATER - FEES-MATERIALS	- 3,004.63	-
01-7310-6364	WATER - FEES-NEW WATER SERVICES	- 3,600.00	10,000.00
01-7310-6365	WATER - FEES-DISCONNECT/RECONNECT	- 3,740.00	10,000.00
01-7310-6370	WATER - MISCELLANEOUS REVENUE	- 60.00	-
01-7310-7145	VEHICLE EXP	1,768.47	5,000.00
01-7310-7280	METERS	2,591.60	-
01-7310-7281	WATERMAINS MAINTENANCE - Note 2	8,421.55	55,000.00
01-7310-7282	HYDRANT REPAIR & MAINTENANCE	4,337.54	7,500.00
01-7310-7400	WAGES	81,460.82	159,860.00
01-7310-7401	CPP EXPENSE	4,279.67	7,578.57
01-7310-7402	EI EXPENSE	1,544.18	2,949.94
01-7310-7403	EHT EXPENSE	1,637.92	3,210.71
01-7310-7404	WSIB	2,393.93	4,677.53
01-7310-7405	LIFE INSURANCE	717.54	1,369.03
01-7310-7406	BENEFITS EXPENSE	9,264.84	14,912.67
01-7310-7407	OMERS EXPENSE	7,444.54	14,847.48
01-7310-7415	Training	198.43	1,000.00
01-7310-7430	WAGES TRANSFER-IN	-	13,480.96
01-7310-7442	MILEAGE	532.13	1,000.00
01-7310-7450	HEALTH & SAFETY	144.13	500.00
01-7310-7452	UNIFORMS	1,635.20	1,500.00
01-7310-7500	HYDRO	3,026.72	6,000.00
01-7310-7501	GAS	685.48	1,000.00
01-7310-7502	WATER	402.37	1,000.00
01-7310-7510	INSURANCE	14,967.41	15,944.36
01-7310-7511	TAXES	431.00	1,000.00
01-7310-7515	BUILDING REPAIRS & MAINTENANCE	3,611.73	7,500.00
01-7310-7516	JANITORIAL	55.19	200.00
01-7310-7519	MATERIALS	2,750.28	20,000.00
01-7310-7529	METER READS	739.44	-
01-7310-7531	CONTRACTS & AGREEMENTS - Desktop Assessment	-	10,000.00
01-7310-7601	PHONE & INTERNET	1,505.16	1,750.00
01-7310-7602	SOFTWARE LICENSE - KTI & Keystone	1,404.54	3,500.00
01-7310-7609	TOOLS	782.07	2,500.00
01-7310-7611	EQUIPMENT MAINTENANCE	7,932.79	13,000.00
01-7310-7613	EQUIPMENT PURCHASE - Note 3	-	7,500.00
01-7310-7650	OFFICE SUPPLIES	1,663.38	1,500.00
01-7310-7651	POSTAGE & COURIER	4,905.70	11,000.00
01-7310-7652	ADVERTISING EXP	662.82	500.00
01-7310-7675	LEGAL	- 2.37	-
01-7310-7676	AUDIT FEES	-	1,000.00
01-7310-7680	CONTRACTED SERVICES - OCWA & Ontario One Call	73,834.67	150,635.00
01-7310-7682	Water - Tri-Cty & Municipalities	122,468.60	558,468.40

01-7310-7701	FUEL - GAS	-		5,000.00
01-7310-7777	BAD DEBT EXPENSE	-		500.00
01-7310-7901	TRANSFER FROM RESERVES - Note 5	-	-	312,601.04
01-7310-8001	CAPITAL - WATER LINE EXT	-		50,000.00
01-7310-8002	CAPITAL - WATERLINE REPLACEMENT (CHESTNUT/WOOD)	2,251.08		-
01-7310-8003	CAPITAL - TODD PL WATER LINE REPLACEMENT	-	3,178.56	-
01-7310-8004	CAPITAL - AMR SOFTWARE & HARDWARE	-		200,000.00
01-7310-8006	CAPITAL - CAST IRON MAIN BEHIND RODNEY LIBRARY	4,688.83		-
01-7310-8007	CAPITAL - RODNEY TOWER CLEAN AND INSPECT	-		25,000.00
		<u>-</u>	<u>-</u>	<u>25,000.00</u>
		-\$	19,987.35	-\$
				0.00

Landfill

		2021 Actuals	2021 Budget
01-7350-6374	FSC - REFRIGERANT FEES	- 1,470.00 -	3,000.00
01-7350-6375	FSC - TIPPING FEES	- 15,020.00 -	10,000.00
01-7350-6376	Recycling/London Salvage - Note 1	- 9,939.85 -	12,000.00
01-7350-6377	Stewardship Ontario - Composter	- 318.60 -	500.00
01-7350-6378	Stewardship Ontario - Recycling Box/Data Call - Note 2	- 10,553.40 -	44,596.98
01-7350-6379	HAZARDOUS WASTE	- -	15,000.00
01-7350-6381	MRF Fees - City of London	2,227.81 -	15,000.00
01-7350-7307	RECYCLING EXPENSE	3,900.26	12,500.00
01-7350-7308	MRF FEES EXPENSE	10,129.46	30,000.00
01-7350-7309	HAZARDOUS WASTE DAY	-	22,000.00
01-7350-7310	FREON REMOVAL	671.61	2,442.00
01-7350-7350	GARBAGE COLLECTION	126,532.81	254,880.25
01-7350-7355	RECYCLING COLLECTION	61,085.66	123,707.72
01-7350-7400	WAGES	14,229.10	20,939.52
01-7350-7401	CPP EXPENSE	672.77	942.28
01-7350-7402	EI EXPENSE	314.80	418.79
01-7350-7403	EHT EXPENSE	277.49	418.79
01-7350-7404	WSIB	405.51	628.19
01-7350-7415	TRAINING EXPENSE	40.70	-
01-7350-7516	JANITORIAL	76.32	250.00
01-7350-7519	MATERIALS	27.06	2,000.00
01-7350-7520	GROUPS MAINTENANCE	42,297.19	45,000.00
01-7350-7530	GREEN LANE DISPOSAL	29,963.10	80,000.00
01-7350-7531	CONTRACTS & AGREEMENTS	18,559.97	37,500.00
01-7350-7601	PHONE & INTERNET	-	150.00
01-7350-7611	EQUIPMENT MAINTENANCE	-	250.00
01-7350-7613	EQUIPMENT PURCHASE	-	250.00
01-7350-7650	OFFICE SUPPLIES	848.03	500.00
01-7350-7652	ADVERTISING EXP	783.96	1,500.00
		\$ 275,741.76	\$ 536,180.56

Cemeteries

		2021 Actuals	2021 Budget
01-7400-7430	WAGES TRANSFER IN	134.94	500.00
01-7400-7520	GROUPS MAINTENANCE	-	-
		\$ 134.94	\$ 500.00

Arena

		2021 Actuals	2021 Budget
01-7600-6121	DONATIONS - ARENA RENAMING	- 5,520.00	-
01-7600-6202	GRANT FROM DUTTON/DUNWICH	- 30,963.62	- 81,439.13
01-7600-6501	ICE RENTAL	- 23,439.18	- 75,000.00
01-7600-6502	SIGN RENTAL	- -	- 3,000.00
01-7600-6504	PUBLIC SKATING	- 102.00	- 1,000.00
01-7600-6505	SKATE SHARPENING	- 75.00	- 1,000.00
01-7600-7350	GARBAGE COLLECTION	-	2,500.00
01-7600-7415	TRAINING	-	2,000.00
01-7600-7430	Wages Transfer In	41,290.71	90,769.41
01-7600-7440	CONFERENCES/SEMINARS/MEETINGS	-	-
01-7600-7441	MEMBERSHIPS & DUES	256.67	500.00
01-7600-7450	HEALTH & SAFETY	1,417.60	1,500.00
01-7600-7452	UNIFORMS	-	1,000.00
01-7600-7500	HYDRO	19,243.16	70,000.00
01-7600-7501	GAS	3,700.75	7,000.00
01-7600-7502	ARENA - WATER	2,755.50	5,000.00
01-7600-7510	INSURANCE	32,098.70	31,210.30
01-7600-7515	BUILDING REPAIRS & MAINTENANCE	3,530.95	20,000.00
01-7600-7516	JANITORIAL	244.49	1,500.00
01-7600-7529	ADMINISTRATION EXPENSE	-	2,500.00
01-7600-7531	CONTRACTS & AGREEMENTS	1,699.80	2,500.00
01-7600-7601	PHONE & INTERNET	2,088.02	3,600.00
01-7600-7602	SOFTWARE LICENSE	-	150.00
01-7600-7609	TOOLS	-	250.00
01-7600-7611	EQUIPMENT MAINTENACE	4,908.58	15,000.00
01-7600-7613	EQUIPMENT PURCHASE	2,238.42	10,000.00
01-7600-7614	EQUIPMENT RENTAL	154.69	350.00
01-7600-7618	SUBSCRIPTIONS	- 77.95	-
01-7600-7650	OFFICE SUPPLIES	27.98	750.00
01-7600-7652	ADVERTISING	-	1,000.00
01-7600-7660	OTHER SUPPLIES	35.99	750.00
01-7600-7701	FUEL - GAS	414.00	2,400.00
01-7600-8003	CAPITAL - DRAIN REPAIR & EAVESTROUGH	-	10,000.00
01-7600-8006	CAPITAL - ROOF PAINTING	-	25,000.00
		\$ 55,928.26	\$ 145,790.59

Parks & Recreation - Marina

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7610-7430	WAGES - TRANSFER IN	2,447.82	5,439.47
01-7610-7500	HYDRO	217.37	2,000.00
01-7610-7502	WATER	158.71	1,500.00
01-7610-7503	SEWAGE EXPENSE	324.19	2,500.00
01-7610-7511	PROPERTY TAXES	1,115.00	2,500.00
01-7610-7515	BUILDING REPAIRS & MAINTENANCE	17.22	1,000.00
01-7610-7516	JANITORIAL	183.06	1,000.00
01-7610-7520	GROUNDS MAINTENANCE	39,881.16	15,000.00
01-7610-7521	EROSION CONTROL - SHORELINE PROTECTION	1,093.83	20,000.00
01-7610-7901	TRANSFER FROM RESERVES	- -	15,448.71
01-7610-8000	CAPITAL - FISH CLEANING STATION	7,545.22	20,000.00
01-7610-8001	CAPITAL - BRIDGE	-	20,000.00
		<u>\$ 52,983.58</u>	<u>\$ 75,490.76</u>

Parks & Recreation - Programming

		<u>2021 Actuals</u>		<u>2021 Budget</u>
01-7611-6401	SOCCER	-	-	1,500.00
01-7611-6402	FSC - DAYCAMP	-	-	1,000.00
01-7611-6403	BASEBALL	-	200.00	1,200.00
01-7611-6404	HANGING BASKETS DONATIONS	-	200.00	1,200.00
01-7611-7329	VOLLEYBALL	-	-	500.00
01-7611-7330	SOCCER	472.42	-	3,500.00
01-7611-7331	BASEBALL	45.13	-	1,000.00
01-7611-7332	TENNIS	-	-	1,000.00
01-7611-7333	BASKETBALL	-	-	500.00
01-7611-7334	LAWNBOWLING	-	-	1,000.00
01-7611-7335	PLAYGROUND EQUIPMENT	-	-	5,000.00
01-7611-7336	SPLASHPAD	-	-	7,500.00
01-7611-7340	CHRISTMAS PARADE	0.01	-	5,000.00
01-7611-7341	CIVIC HOLIDAY	-	-	5,000.00
01-7611-7342	CANADA DAY	261.32	-	5,000.00
01-7611-7343	RODNEY FAIR	-	-	10,000.00
01-7611-7430	WAGES - TRANSFER IN	811.34	-	5,439.47
01-7611-7517	EQUIPMENT RENTAL	-	-	2,000.00
01-7611-7532	PERMITS & REGISTRATIONS	-	-	500.00
01-7611-8000	CAPITAL - LAWN BOWLING ROOF & PORCH	-	-	15,000.00
		<u>\$</u>	<u>1,190.22</u>	<u>\$</u> 63,039.47

Parks & Recreation - Recreation Center

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7612-6401	FSC - REC CENTRE	- 6,245.00 -	6,000.00
01-7612-7430	WAGES TRANSFER IN	5,642.70	10,878.93
01-7612-7441	MEMBERSHIPS & DUES	-	250.00
01-7612-7442	PROGRAMMING	-	250.00
01-7612-7500	HYDRO	2,293.78	10,000.00
01-7612-7501	GAS	2,910.18	5,000.00
01-7612-7502	WATER	335.85	3,000.00
01-7612-7515	BUILDING REPAIRS & MAINTENANCE - Note 1	1,908.36	15,000.00
01-7612-7516	JANITORIAL	-	2,000.00
01-7612-7520	GROUNDS MAINTENANCE	374.19	1,000.00
01-7612-7601	PHONE & INTERNET	791.66	1,500.00
01-7612-7611	EQUIPMENT MAINTENANCE	35.59	1,500.00
01-7612-7613	EQUIPMENT PURCHASE	-	2,500.00
01-7612-7652	ADVERTISING	-	500.00
		\$ 8,047.31	\$ 47,378.93

Parks & Recreation - Pool

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7613-6403	FSC - POOL	- 4,309.00	- 4,080.00
01-7613-7400	WAGES - Note 1	3,460.60	8,400.00
01-7613-7401	CPP EXPENSE	100.70	336.00
01-7613-7402	EI EXPENSE	76.55	168.00
01-7613-7403	EHT EXPENSE	67.48	168.00
01-7613-7404	WSIB	98.63	252.00
01-7613-7415	TRAINING EXPENSE - Note 2	111.94	1,000.00
01-7613-7430	WAGES TRANSFER IN	1,919.55	8,159.20
01-7613-7442	MILEAGE	-	
01-7613-7450	HEALTH & SAFETY	62.94	250.00
01-7613-7452	UNIFORMS	-	250.00
01-7613-7500	HYDRO	263.17	6,000.00
01-7613-7501	GAS	65.45	4,000.00
01-7613-7502	WATER	-	4,000.00
01-7613-7515	BUILDING REPAIRS & MAINTENANCE - Note 3	196.74	1,000.00
01-7613-7520	POOL MAINTENANCE	3.55	5,000.00
01-7613-7531	CONTRACTS & AGREEMENTS	1,205.90	1,000.00
01-7613-7601	PHONE & INTERNET	500.28	1,000.00
01-7613-7612	POOL CHEMICALS	1,793.13	7,000.00
01-7613-7613	EQUIPMENT PURCHASE - Note 3	-	1,000.00
01-7613-7650	OFFICE SUPPLIES	193.13	500.00
01-7613-7652	ADVERTISING	473.30	1,000.00
01-7613-7660	OTHER SUPPLIES	-	500.00
01-7613-8002	CAPITAL - Liner Repairs	-	15,000.00
		<u>\$ 6,284.04</u>	<u>\$ 61,903.20</u>

Parks & Recreation - Operations

		2021 Actuals	2021 Budget
01-7614-6406	FSC -SAND RING RENT	- -	500.00
01-7614-6407	PARKS - PAVILLION RENTAL	- 15.00 -	250.00
01-7614-6410	DONATIONS - PLAYGROUND EQUIPMENT	15,000.00	-
		-	
01-7614-7335	JOE'S BUSH	-	5,000.00
01-7614-7336	OLD JAIL	-	1,000.00
01-7614-7337	SCOUT HALL	569.03	20,000.00
01-7614-7338	FLOWER BASKETS	-	1,500.00
01-7614-7415	TRAINING	859.87	1,000.00
01-7614-7430	Wages Transfer-In	77,465.37	164,405.03
01-7614-7440	CONFERENCES/SEMINARS/MEETINGS	170.00	-
01-7614-7441	MEMBERSHIPS & DUES	522.36	500.00
01-7614-7442	MILEAGE	-	-
01-7614-7450	HEALTH & SAFETY	479.20	1,000.00
01-7614-7452	UNIFORMS	1,505.54	1,000.00
01-7614-7500	HYDRO	802.34	1,500.00
01-7614-7501	GAS	702.90	1,000.00
01-7614-7502	WATER	282.25	1,500.00
01-7614-7510	INSURANCE	30,273.20	30,600.51
01-7614-7515	BUILDING REPAIR & MAINTENANCE	663.80	3,000.00
01-7614-7516	JANITORIAL	324.21	1,500.00
01-7614-7520	GROUNDS MAINTENANCE	6,890.52	15,000.00
01-7614-7601	PHONE & INTERNET	1,448.76	3,000.00
01-7614-7609	TOOLS	127.19	1,000.00
01-7614-7611	EQUIPMENT MAINTENANCE	3,211.08	5,000.00
01-7614-7613	EQUIPMENT PURCHASE	-	2,500.00
01-7614-7614	EQUIPMENT RENTAL	-	2,500.00
01-7614-7650	OFFICE SUPPLIES	20.23	1,000.00
01-7614-7652	ADVERTISING	105.98	750.00
01-7614-7660	OTHER SUPPLIES	105.39	1,000.00
01-7614-7701	FUEL- GAS	112.42	7,000.00
01-7614-7705	VEHICLE - REPAIR & MAINTENANCE	-	7,500.00
01-7614-8004	CAPITAL - PLAYGROUND EQUIPMENT	519.44	-
		\$ 142,146.08	\$ 280,005.54

Port Glasgow Trailer Park

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7620-6378	FSC - MISCELLANEOUS - Note 1	- -	200.00
01-7620-6411	PGTP - CAMP FEES SEASONAL - Note 2	- 321,050.00 -	308,930.00
01-7620-6412	FSC - CAMP FEES-TRANSIENT	- 8,110.00 -	19,000.00
01-7620-6413	FSC - LAUNDROMAT	- 1,209.00 -	3,000.00
01-7620-7300	GARBAGE COLLECTION	3,062.50	7,000.00
01-7620-7400	WAGES	20,835.63	46,085.36
01-7620-7401	CPP EXPENSE	1,286.15	2,626.87
01-7620-7402	EI EXPENSE	528.64	1,152.13
01-7620-7403	EHT EXPENSE	494.32	1,059.96
01-7620-7404	WSIB	722.41	1,520.82
01-7620-7415	TRAINING	130.88	300.00
01-7620-7430	WAGES TRANSFER IN - Note 3	1,590.36	500.00
01-7620-7442	MILEAGE - Note 4	-	150.00
01-7620-7452	BOOT & CLOTHING ALLOWANCE	-	500.00
01-7620-7453	CUSTOMER APPRECIATION - 100th Anniversary of Dance Hall	-	2,000.00
01-7620-7500	HYDRO	10,839.30	55,000.00
01-7620-7501	GAS	244.15	700.00
01-7620-7502	WATER	690.88	4,500.00
01-7620-7503	SEWAGE EXPENSE	400.00	7,500.00
01-7620-7510	INSURANCE	15,461.30	15,100.07
01-7620-7511	PROPERTY TAXES	2,103.00	4,300.00
01-7620-7515	Building Repair & Maintenance	1,762.93	15,000.00
01-7620-7516	JANITORIAL	422.81	1,000.00
01-7620-7520	GROUNDS MAINTENANCE - Note 6	15,542.70	40,000.00
01-7620-7521	EROSION CONTROL	-	
01-7620-7529	ADMINISTRATION EXPENSE - Note 5	-	10,000.00
01-7620-7531	CONTRACTS & AGREEMENTS	-	700.00
01-7620-7601	PHONE & INTERNET	38.05	1,000.00
01-7620-7611	EQUIPMENT MAINTENANCE	263.07	3,000.00
01-7620-7613	EQUIPMENT PURCHASE - Note 4	11,163.93	15,200.00
01-7620-7650	OFFICE SUPPLIES	344.60	500.00
01-7620-7651	POSTAGE & COURIER	469.93	700.00
01-7620-7652	ADVERTISING	513.60	500.00
01-7620-7660	OTHER SUPPLIES	-	200.00
01-7620-7701	FUEL EXP	645.19	500.00
01-7620-7901	TRANSFER FROM RESERVES	- -	166,665.21
01-7620-8001	CAPITAL - Engineering & Refurbishment of Septic System	58,497.74	209,500.00
01-7620-8002	CAPITAL - WAR MONUMENT & GATES	-	25,000.00
01-7620-8004	CAPITAL - Pavillion Ceiling & Hydro	-	25,000.00
		-\$ 182,314.93	\$ 0.00

Library - Rodney

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7650-6321	RENT - LIBRARY - RODNEY	- 10,909.10	- 21,818.19
01-7650-7500	HYDRO	628.99	1,500.00
01-7650-7501	GAS	412.96	1,000.00
01-7650-7502	WATER	211.48	600.00
01-7650-7510	INSURANCE	899.63	1,000.00
01-7650-7515	BUILDING REPAIRS & MAINTENANCE	334.08	1,500.00
01-7650-7516	JANITORIAL	2,620.36	11,500.00
		<u>-\$ 5,801.60</u>	<u>-\$ 4,718.19</u>

Library - West Lorne

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7655-6108	WEST ELGIN SUPPORT SERVICES	- -	11,300.00
01-7655-6321	RENT - LIBRARY WL	- 13,697.46	- 27,394.93
		-	
01-7655-7500	HYDRO	2,073.24	6,200.00
01-7655-7501	GAS	1,302.04	2,000.00
01-7655-7502	WATER	716.34	1,000.00
01-7655-7510	INSURANCE	1,358.63	700.00
01-7655-7515	BUILDING REPAIRS & MAINTENANCE	1,033.69	2,000.00
01-7655-7516	JANITORIAL	4,584.96	20,000.00
01-7655-7601	PHONE & INTERNET	984.43	2,000.00
		<u>-\$ 1,644.13</u>	<u>-\$ 4,794.93</u>

Planning

		2021 Actuals	2021 Budget
01-7700-6430	PLANNING FEES	- 15,700.00	- 18,000.00
01-7700-6431	BILLINGS - DUTTON DUNWICH	-	-
01-7700-6432	BILLINGS - SWD	- 12,077.52	- 9,837.16
01-7700-7400	WAGES	17,201.58	15,358.56
01-7700-7401	CPP EXPENSE	969.36	522.19
01-7700-7402	EI EXPENSE	339.54	199.66
01-7700-7403	EHT EXPENSE	362.58	307.17
01-7700-7404	WSIB	529.92	445.40
01-7700-7405	LIFE INSURANCE	163.70	138.23
01-7700-7406	BENEFITS EXPENSE	1,440.98	5,000.00
01-7700-7407	OMERS EXPENSE	1,918.66	1,643.37
01-7700-7415	TRAINING EXPENSE	66.14	-
01-7700-7441	MEMBERSHIPS & DUES	138.77	613.00
01-7700-7442	MILEAGE	-	-
01-7700-7452	UNIFORMS	270.17	265.49
01-7700-7602	SOFTWARE LICENSES	529.25	-
01-7700-7651	POSTAGE & COURIER	188.03	1,000.00
01-7700-7652	ADVERTISING	-	1,000.00
01-7700-7675	LEGAL - Official Plan & GIS	36,981.83	86,000.00
01-7700-7680	CONTRACTED SERVICES	15,090.82	50,000.00
01-7700-7901	TRANSFER FROM RESERVES	-	- 85,630.00
		\$ 48,413.81	\$ 49,025.91

Economic Development

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7710-6751	ELGINCENTIVES	- 11,346.00	-
		-	
01-7710-7359	HOME FOR XMAS, LURE BROCHURE	-	-
01-7710-7360	ELGINCENTIVES	6,218.00	-
01-7710-7652	ADVERTISING	-	1,000.00
01-7710-7900	TRANSFER TO RESERVES - Connectivity	-	50,000.00
		<u>- \$ 5,128.00</u>	<u>\$ 51,000.00</u>

Drains

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-7720-6390	OSG - MD INSPECTOR	- -	14,000.00
01-7720-6392	DRAIN MAINTENACE - ADMINISTRATION FEE	- 200.00 -	2,000.00
		-	
01-7720-7400	WAGES	13,691.37	27,487.20
01-7720-7401	CPP EXPENSE	844.75	1,649.23
01-7720-7402	EI EXPENSE	384.58	824.62
01-7720-7403	EHT EXPENSE	339.00	824.62
01-7720-7404	WSIB	495.46	1,099.49
01-7720-7406	BENEFITS IN LIEU	3,693.06	7,971.29
01-7720-7407	OMERS	1,232.24	2,473.85
01-7720-7415	TRAINING EXPENSE	66.14	100.00
01-7720-7442	MILEAGE	408.38	200.00
01-7720-7601	PHONE & INTERNET	137.95	500.00
01-7720-7650	OFFICE SUPPLIES	-	-
01-7720-7651	POSTAGE & COURIER	31.05	600.00
01-7720-7652	ADVERTISING	-	200.00
01-7720-7777	DRAIN WRITE OFFS	36.83	-
		<u>\$ 21,160.81</u>	<u>\$ 27,930.29</u>

Debentures

		<u>2021 Actuals</u>	<u>2021 Budget</u>
01-8000-7480	TILE DRAINS EXP	4,789.08	25,040.72
01-8000-7481	MUNICIPAL DRAINS	-	16,358.51
01-8000-7482	WATERLINE	8,678.34	16,729.48
01-8000-7581	MUNICIPAL DRAINS - INTEREST	-	
01-8000-7582	WATERLINE - INTEREST	3,408.97	
01-8000-7583	TILE DRAINS - INTEREST	2,004.32	-
	Total	\$ 18,880.71	\$ 58,128.71



Staff Report

Report To: Council Meeting
From: Magda Badura, CAO/Treasurer
Date: 2021-07-22
Subject: Electronic Signs Purchase

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Electronic Signs, and

That West Elgin Council hereby approves the purchase of two electronic signs from _____ in the amount of \$ _____ plus applicable taxes.

Purpose:

During 2021 Budget deliberations council decided to allocate Ontario Invest Grant fund in the amount of \$82,000.00 for the purchase and installation of two electronic signs for both villages.

Recently the municipal staff prepared an RFP (Request for Proposal) and have reached out to seven business with deadline to respond by July 16, 2021.

Five proposals have been received by the Municipal staff as per table below.

Company Name	Price (before HST)
Steel Art Signs	\$ 83,416.60
Excellent Signs & Displays	\$ 114,700.00
Everest Signs	\$ 120,000.00
Zip Signs	\$ 141,224.00
Libertevision Inc.	\$ 140,654.49

All the proposals are recommending the monument signs, which are the most durable exterior signs. The monument signs are elegant and made of materials such as aluminum, bricks, sign foam and masonry like stones. Unfortunately, when we allocate the money we used the price of a pylon signs, similar to the Municipality of Dutton-Dunwich sign that can stand above on the tall poles and hold one large sign above in the air.

Out of five proposals three have been selected for Council's feedback and decision.

Option#1

Excellent Signs & Displays Inc. - \$114,700.00 plus HST – London Ontario

Price includes:

- Supply and installation of Two (2) double sided signs, illuminated ground sign

- Signs are fabricated of welded aluminum, mounted on internal steel supports with welded base plates.
- Illumination of sign consists of white low voltage LED's
- Village letters are individual freestanding reverse channel, with halo LED lighting
- Sub text lettering and logos are routed out of aluminum, with push through acrylics'
- Excavation, rebar, anchor bolts, and concrete for footings included
- Screen size 4'3" H x 7'4" W
- Includes software and training
- Includes wireless control
- 5 years warranty
- Engineering fees for sign structure are included
- Procurement of Municipal permit included – fees not included.

OPTION #2

Steel Art Signs – \$83,416.60 plus HST - Richmond Hill, Ontario

Price includes:

- Digital ground sign with 10 RGP EMC displays
- Header panel with alum cut out village name and lower panel motif with village logo.
- Wifi connection
- Site inspections, public and private locates, hydrovac concrete foundations, re-bar, anchor bolts, signage delivery to site, installation, final electrical connection and ESA inspections, testing, set up of software and training
- Screen Size 4'2" x 7'4"

OPTION #3

Everest Signs - \$120,000 plus HST – Toronto, Ontario

Price includes:

- Shop drawings, engineering, site meetings, sign foundation, main sign cost, LED screen, installation and commissioning.
- Both signs will be made up of aluminum, all weather outdoor material.
- LED Message Board will come with the operating system/software with capability of remote connection over cloud/internet based.
- All permanent name, logos, messages to be laser/waterjet cutoff out of aluminum faces.
- All sign cabinets to be internally illuminated with LED lights in colour controlled through a Dusk to Dawn photocell controller
- Sign to be CSA approved
- Screen size 8'4" x 3'1"
- LED screen include a large high resolution, P6 pixel pitch, 2560 mm outdoor video
- LED life 100,000 hours
- Staff training will be provided
- Project may take up to 16 weeks to complete.
- Five year warranty

Financial Implications:

If Council decides with the most expensive option Ontario Invest Grant will need to be revised to cover the additional cost as per below:

Transfer from Reserves - Ontario Invests - Improve Service Delivery & Efficiency		
Beg Balance - Jan 1, 2020	\$	553,560.00
Website Development	-	37,587.69
E-agenda Software	-	8,598.72
Balance at Dec 31, 2020		507,373.59
Strategic Planning		-
Asset Management Software & Training	-	250,000.00
Keyless Access Control & Electronic Time Keeper	-	20,000.00
Conferencing Equipment	-	30,000.00
Building Inspection Software	-	7,000.00
Laserfiche Software	-	10,000.00
Electronic Sign x 2	-	120,000.00
Water Modeling Study	-	40,000.00
Sanitary Sewer Capacity Report - West Lorne	-	30,000.00
IT Improvements - 2022		-
Balance at Dec 31, 2021	\$	373.59

Policies/Legislation:

Report Approval Details

Document Title:	Electronic Signs - 2021-31-Administration Finance.docx
Attachments:	<ul style="list-style-type: none">- Excellent Signs 1.pdf- Excellent Signs 2.pdf- Excellent Signs 3.pdf- Excellent Signs 4.pdf- Steel Art Sign.pdf- Everest Sign.pdf
Final Approval Date:	Jul 20, 2021

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

Jana Nethercott

ALL COLOURS TO BE CONFIRMED
WELDED ALUMINUM CONSTRUCTION

BASE DETAILS

[2] 6" X 6" X 1/4" OR [2] 5" X 5" X 1/4" THK STEEL H.S.S.
[2] 14" X 14" X 1" THK STEEL PLATES
[2] 1" DIAMETER X 3'-0" LG ANCHOR BOLTS (QTY: 4 PER)
[2] 24" DIAMETER X 5'-0" DEPTH CONCRETE FOOTING (AUGERED)
[1] 2" DIAMETER PVC PIPE ELECTRICAL CONDUIT ONE SIDE
15M AND 10M STEEL REINFORCEMENT BARS

FRONT VIEW (SIDE ONE)

END VIEW

FRONT VIEW (SIDE TWO)



SIGN TYPE: **D/S ILLUMINATED GATEWAY MONUMENT SIGNS - PROPOSAL "A"**

CUSTOMER: MUNICIPALITY OF WEST ELGIN

ADDRESS: FURNIVAL ROAD,
RODNEY, ONTARIO

W.O. #

DESIGN NO. **H283 SK05 - pg.1**

SCALE: 3/8" = 1'-0"

APPROVED BY CUSTOMER:

DESIGN DATE: JULY 13 / 2021

REVISION #1:

DATE: / /

ACC. EXEC.: MIKE VAN ESCH

DESIGNER: BOB DARNELL





50

YEARS

2736 DINGMAN DRIVE, LONDON, ON
519-681-5492 excellentsigns.com

SIGN TYPE:	D/S ILLUMINATED GATEWAY MONUMENT SIGNS - PROPOSAL "A"		
CUSTOMER:	MUNICIPALITY OF WEST ELGIN		
ADDRESS:	FURNIVAL ROAD, RODNEY, ONTARIO	ACC. EXEC.:	MIKE VAN ESCH
W.O. #		DESIGNER:	BOB DARNELL

DESIGN NO.	H283 SK05 - pg.2	DESIGN DATE:	JULY 13 / 2021
SCALE:	NOT TO SCALE	REVISION #1:	
APPROVED BY CUSTOMER:		DATE:/...../.....
ALL ARTWORK REMAINS THE PROPERTY OF EXCELLENT SIGNS & DISPLAYS INC.			

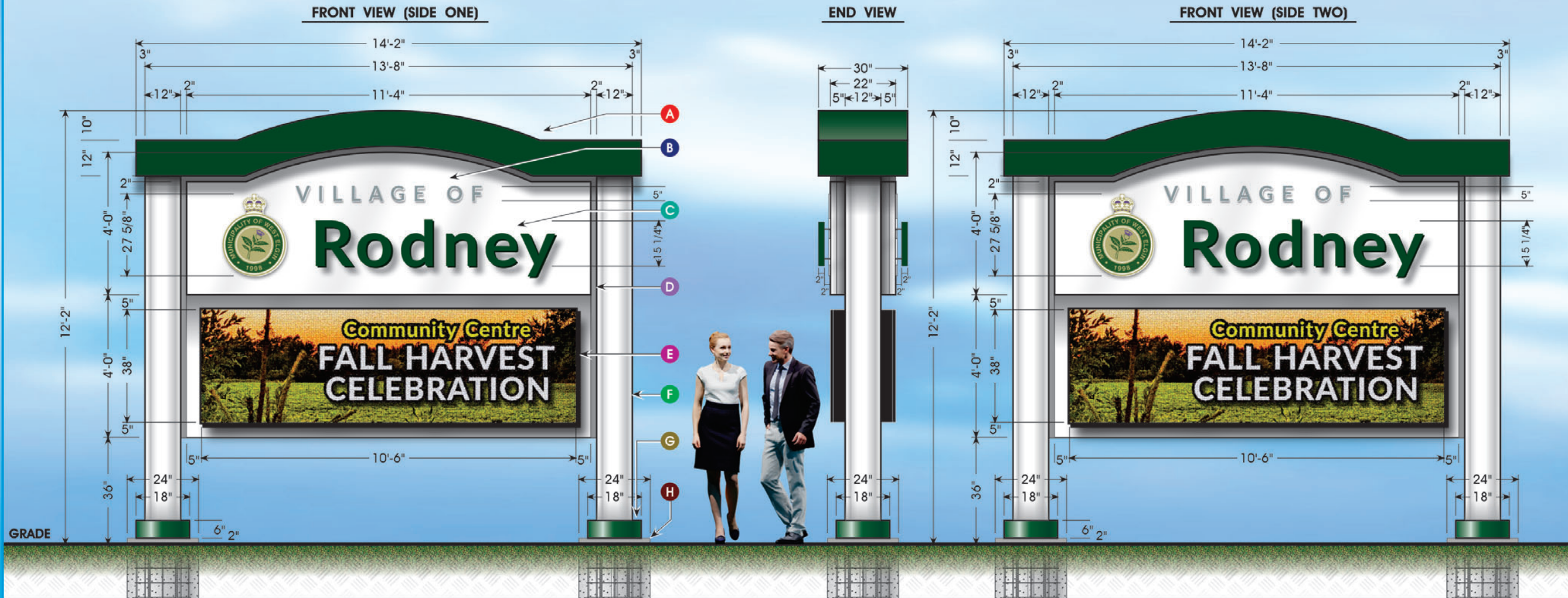


PROPOSAL B

- A** 30" DEEP ALUMINUM FABRICATED TOP CAP / PAINTED TO MATCH 3M 3630-126 DARK EMERALD GREEN
- B** 22" DEEP ALUMINUM FABRICATED SIGN CABINET / ALUMINUM FACE AND RETURNS PAINTED WHITE / ROUTERD OUT OUTER LOGO SHAPE AND "VILLAGE OF" COPY TO HAVE WHITE ACRYLIC PUSHING THROUGH FACE 1/2" / 3M 3630-131 GOLD METALLIC, 3M 3630-126 DARK EMERALD GREEN AND 3M 3630-128 PLUM PURPLE VINYL APPLIED TO THE FACE OF LOGO AND 3M 3630-51 SILVER GRAY VINYL APPLIED TO THE FACES OF "VILLAGE OF" COPY (EDGES REMAIN WHITE) / ILLUMINATED WITH WHITE LEDS
- C** 2" DEEP ALUMINUM FABRICATED REVERSE CHANNEL LETTERS / PAINTED TO MATCH 3M 3630-126 DARK EMERALD GREEN / MOUNTED TO ALUMINUM FACE ON 2" STANDOFFS / 3/16" WHITE LEXAN BACKS / HALO-ILLUMINATED WITH WHITE LEDS
- D** 2" WIDE ALUMINUM FABRICATED REVEALS AROUND SIGN CABINET AND ENCLOSURE / PAINTED WHITE

- E** GREENTAK GSH OUTDOOR FULL COLOUR LED ELECTRONIC MESSAGE CENTRES / 10MM PITCH / 96 X 320 PIXELS / MOUNTED TO EACH SIDE OF 12" DEEP ALUMINUM FABRICATED ENCLOSURE / ENCLOSURE FACE AND RETURNS PAINTED WHITE
- F** 12" DIAMETER ALUMINUM FABRICATED POLE ENCLOSURES / PAINTED WHITE
- G** 18" DIAMETER ALUMINUM FABRICATED BASE PLATE ENCLOSURES / PAINTED TO MATCH 3M 3630-126 DARK EMERALD GREEN
- H** [2] 6" X 6" X 1/4" OR [2] 4" X 8" X 1/4" THK STEEL H.S.S.
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[2] 1" DIAMETER X 3'-0" LG ANCHOR BOLTS (QTY: 4 PER)
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[1] 2" DIAMETER PVC PIPE ELECTRICAL CONDUIT ONE SIDE
15M AND 10M STEEL REINFORCEMENT BARS

ALL COLOURS TO BE CONFIRMED
WELDED ALUMINUM CONSTRUCTION



2736 DINGMAN DRIVE, LONDON, ON
519-681-5492 excellentsigns.com

50
YEARS

SIGN TYPE: **D/S ILLUMINATED GATEWAY MONUMENT SIGN - PROPOSAL "B"**

CUSTOMER: MUNICIPALITY OF WEST ELGIN

ADDRESS: FURNIVAL ROAD,
RODNEY, ONTARIO

W.O. #

DESIGN NO. **H283 SK06 - pg.1**

SCALE: 3/8" = 1'-0"

APPROVED BY CUSTOMER:

ALL ARTWORK REMAINS THE PROPERTY OF EXCELLENT SIGNS & DISPLAYS INC.

DESIGN DATE: JULY 13 / 2021

REVISION #1:

DATE: / /

ACC. EXEC.: MIKE VAN ESCH

DESIGNER: BOB DARNELL



excellent

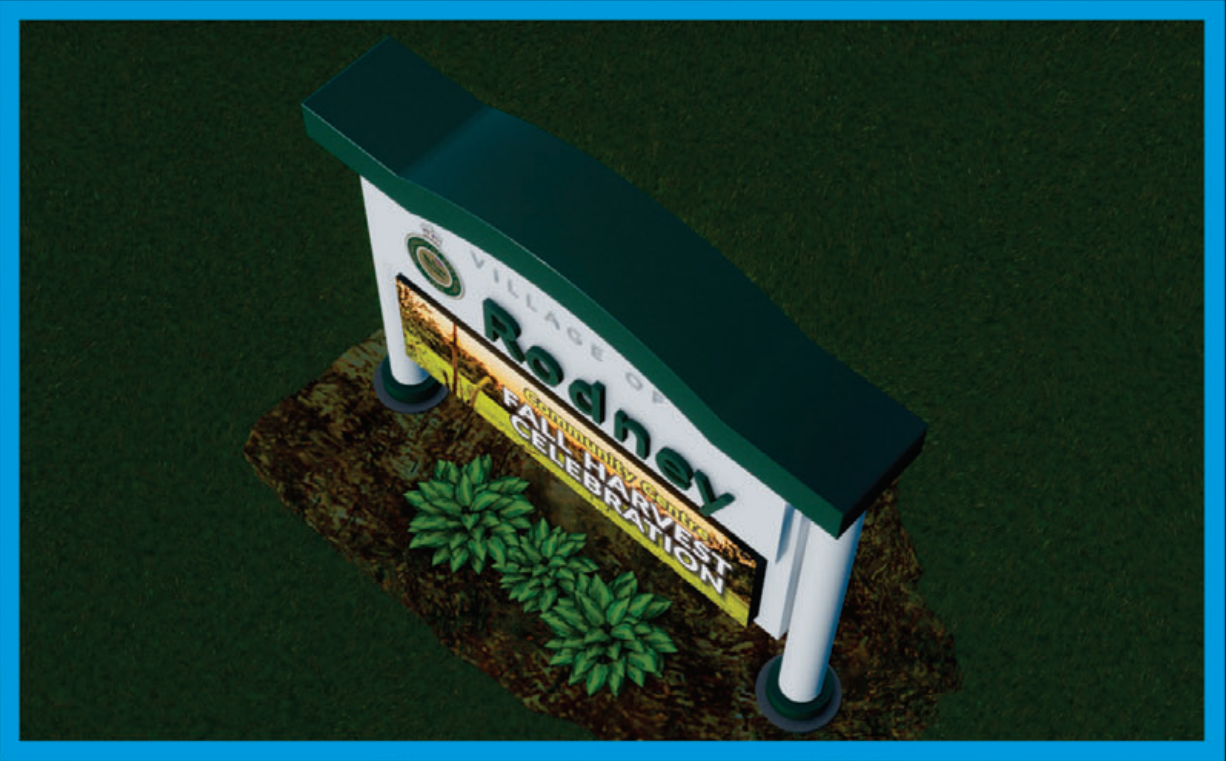
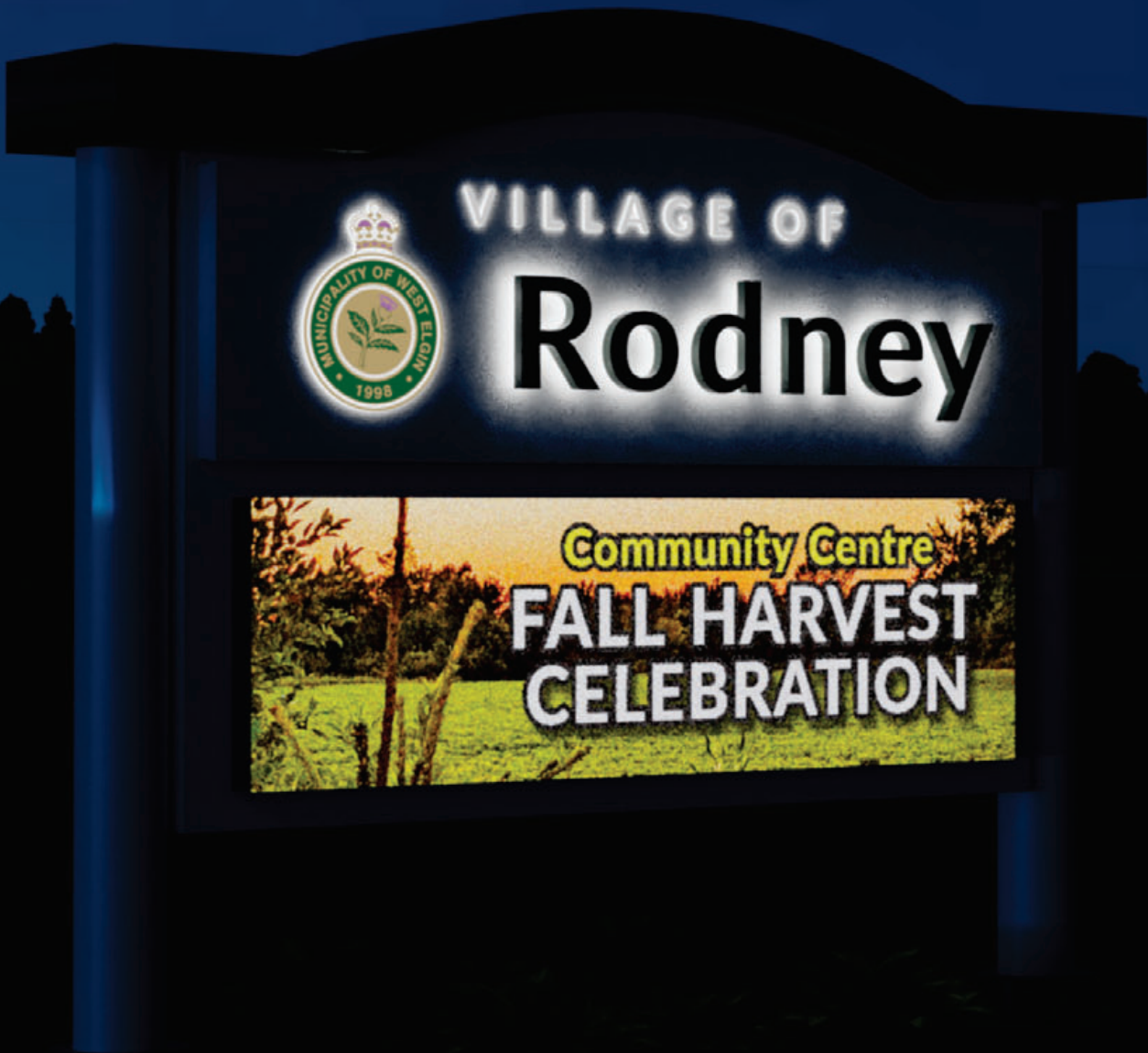
SIGNS & DISPLAYS INC.

2736 DINGMAN DRIVE, LONDON, ON
519-681-5492 excellentsigns.com

50
YEARS

SIGN TYPE:	D/S ILLUMINATED GATEWAY MONUMENT SIGN - PROPOSAL "B"		
CUSTOMER:	MUNICIPALITY OF WEST ELGIN		
ADDRESS:	FURNIVAL ROAD, RODNEY, ONTARIO	ACC. EXEC.:	MIKE VAN ESCH
W.O. #	100	DESIGNER:	BOB DARNELL

DESIGN NO.	H283 SK06 - pg.2	DESIGN DATE:	JULY 13 / 2021
SCALE:	NOT TO SCALE	REVISION #1:	
APPROVED BY CUSTOMER:	DATE:		



50
YEARS

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519-681-5492 excellentsigns.com

SIGN TYPE: **D/S ILLUMINATED GATEWAY MONUMENT SIGN - PROPOSAL "B"**

CUSTOMER: MUNICIPALITY OF WEST ELGIN

ADDRESS: FURNIVAL ROAD,
RODNEY, ONTARIO

W.O. #

DESIGN NO. **H283 SK06 - pg.3**

DESIGN DATE: JULY 13 / 2021

SCALE: NOT TO SCALE

REVISION #1:

ACC. EXEC.: MIKE VAN ESCH

APPROVED BY CUSTOMER:

DATE:

DESIGNER: BOB DARNELL

ALL ARTWORK REMAINS THE PROPERTY OF EXCELLENT SIGNS & DISPLAYS INC.

ALL COLOURS TO BE CONFIRMED
WELDED ALUMINUM CONSTRUCTION

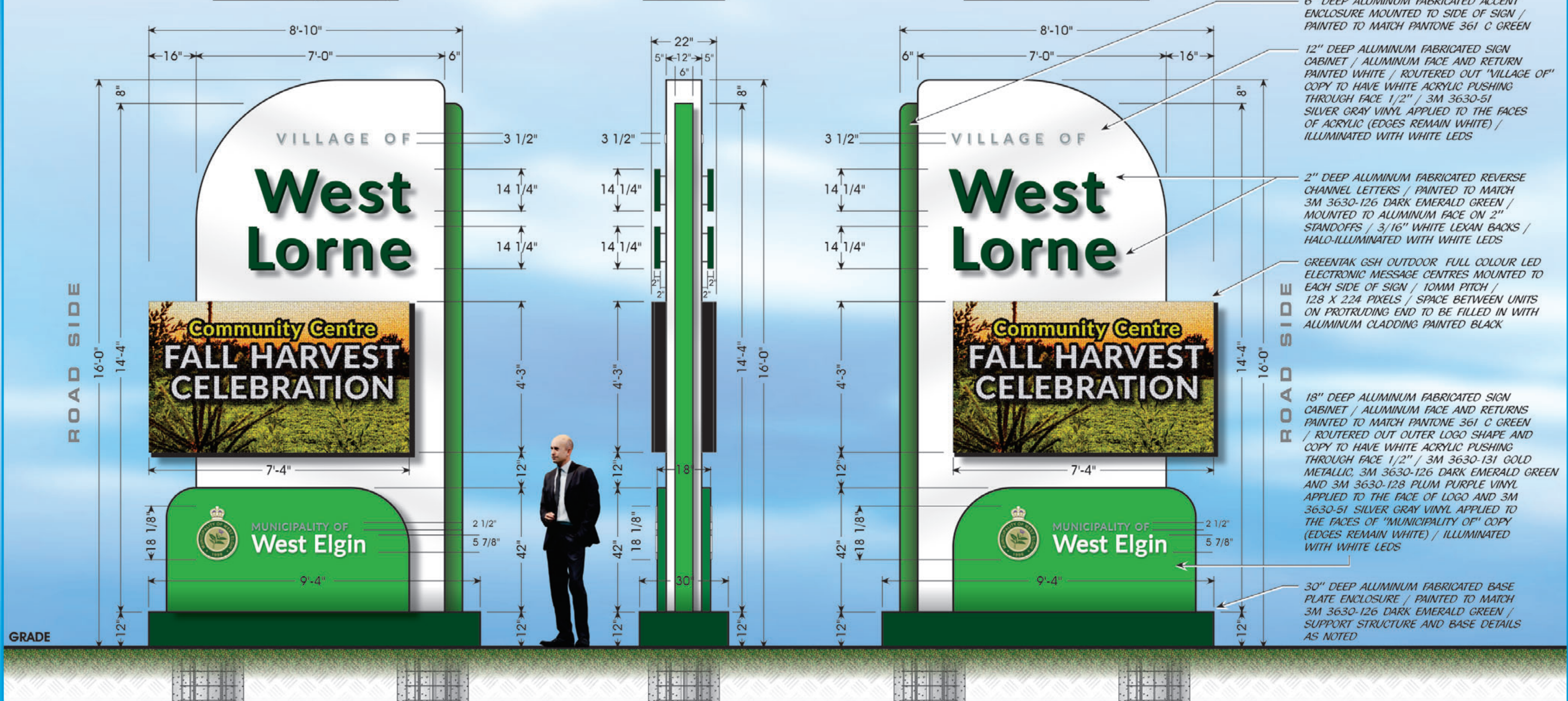
BASE DETAILS

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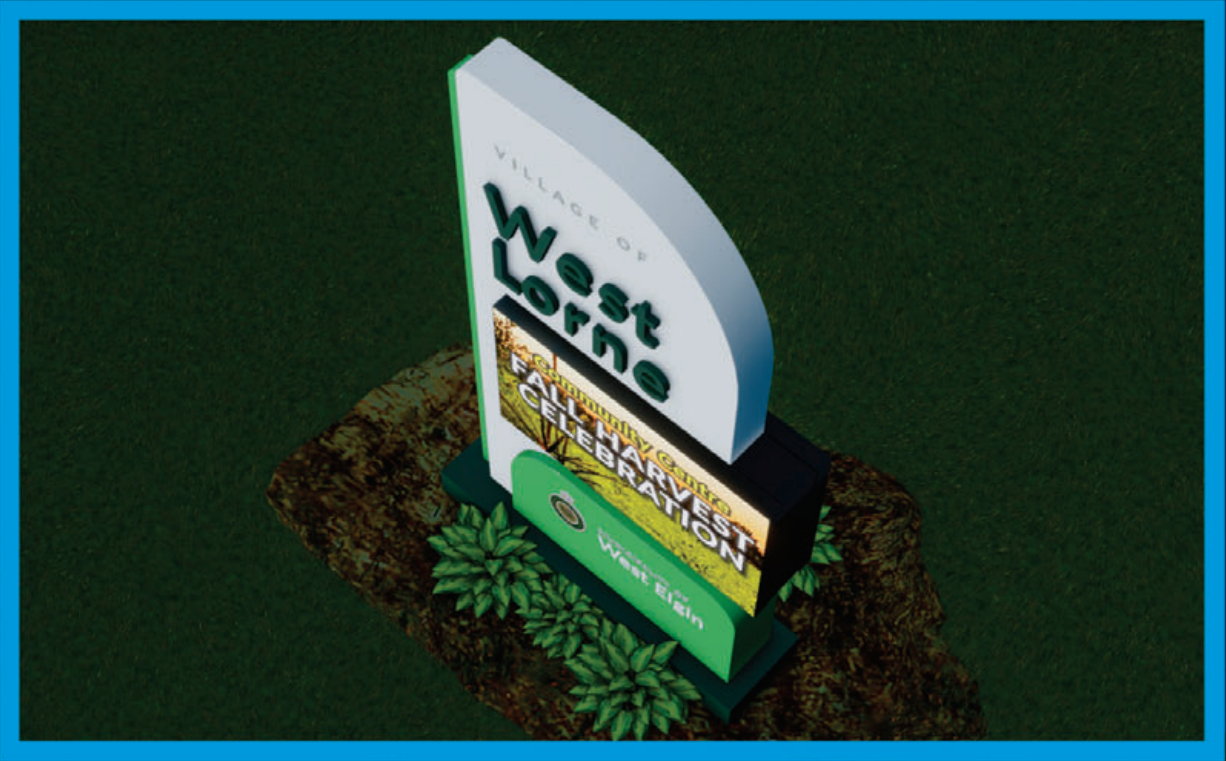
FRONT VIEW (SIDE ONE)

END VIEW

FRONT VIEW (SIDE TWO)





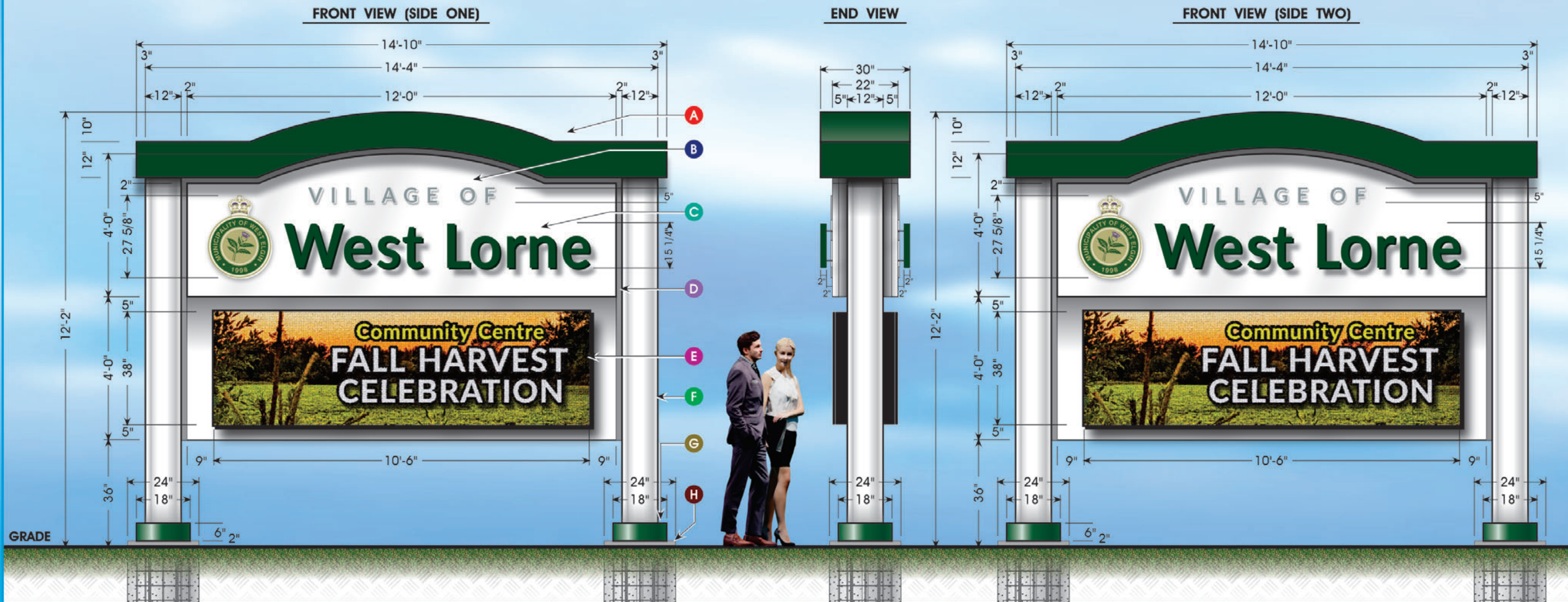


PROPOSAL **B**

- E** GREENTAK GSH OUTDOOR FULL COLOUR LED ELECTRONIC MESSAGE CENTRES / 10MM PITCH / 96 X 320 PIXELS / MOUNTED TO EACH SIDE OF 12" DEEP ALUMINUM FABRICATED ENCLOSURE / ENCLOSURE FACE AND RETURNS PAINTED WHITE
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15M AND 10M STEEL REINFORCEMENT BARS

ALL COLOURS TO BE CONFIRMED

WELDED ALUMINUM CONSTRUCTION





excellent

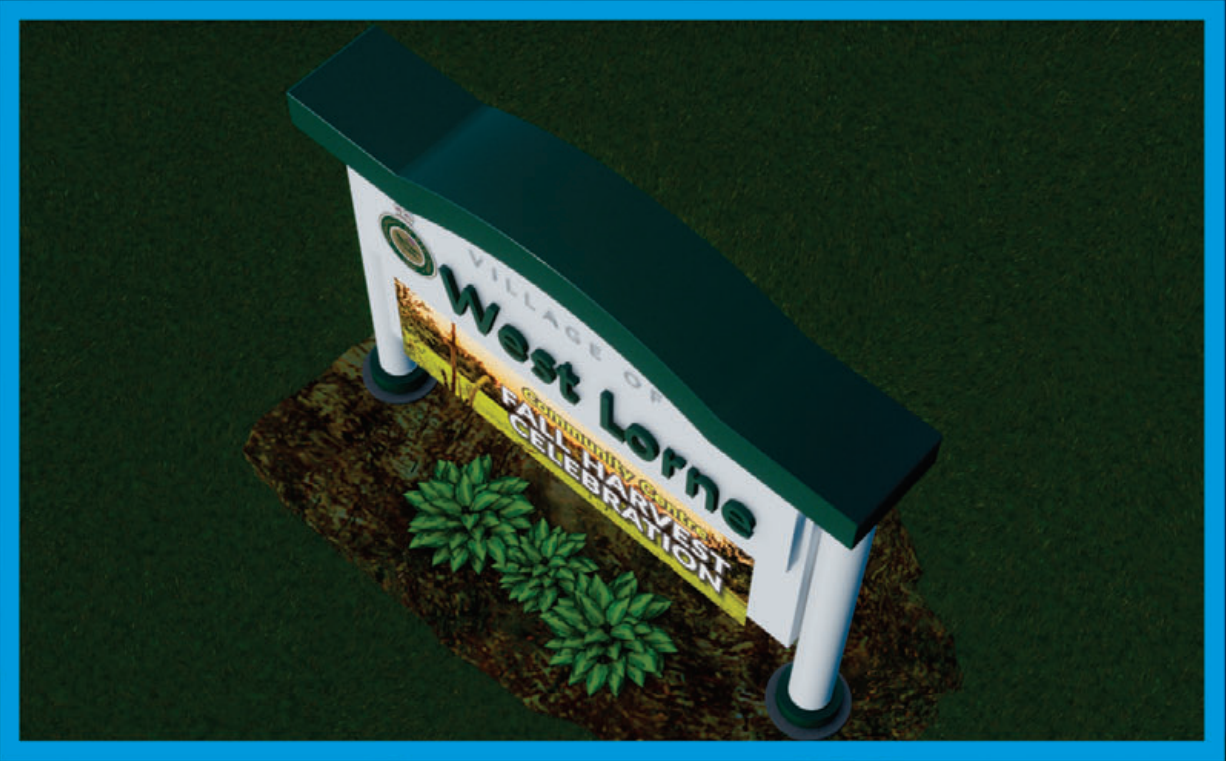
SIGNS & DISPLAYS inc.

2736 DINGMAN DRIVE, LONDON, ON
519-681-5492 excellentsigns.com

50
YEARS

SIGN TYPE:	D/S ILLUMINATED GATEWAY MONUMENT SIGN - PROPOSAL "B"		
CUSTOMER:	MUNICIPALITY OF WEST ELGIN		
ADDRESS:	GRAHAM ROAD, WEST LORNE, ONTARIO	ACC. EXEC.:	MIKE VAN ESCH
W.O. #		DESIGNER:	BOB DARNELL

DESIGN NO.	H283 SK08 - pg.2	DESIGN DATE:	JULY 13 / 2021
SCALE:	NOT TO SCALE	REVISION #1:	
APPROVED BY CUSTOMER:		DATE:/...../.....
ALL ARTWORK REMAINS THE PROPERTY OF EXCELLENT SIGNS & DISPLAYS INC.			



Digital Village Signs

steel art
signs

130 Performance Dr
Richmond Hill
Ontario
L4S 0H5
905.474.1678
905.474.0515
www.steelart.com

Client
West Elgin

Location
Village of Rodney
Village of West Lorne

Project Title
-

Sign Type(s)
Digital Signage

Scale
as noted

Date
07.09.2021

Drawn
JC

Approved
/

Drawing No.
JC21137 - Mockup

Revision
1

Revision Notes

No.	Description	Date
-----	-------------	------

Approvals:

x:
Approved By:

x:
Date:

COLOURS / FINISHES
PAINT

TO MATCH PMS 1817C

TO MATCH PMS 7509C

WHITE

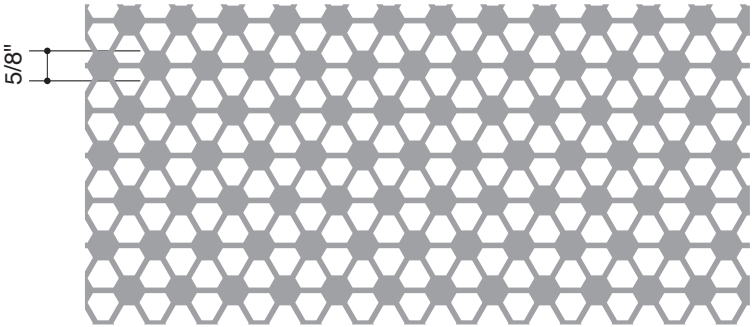
ALL COLOURS/GRAPHICS
TO BE APPROVED OR
PROVIDED BY CLIENT

*** SITE CHECK REQUIRED

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reproduce in whole or in part without the
consent of Steel Art Signs Corp.

- SIGN POSTS
- 6" x 6" STEEL HSS PTD. RED & LIGHT BROWN
- Section A-A
- Scale: 1/2"=1'-0"
- 8'-0" [2438]
- DECORATIVE MESH
- 1/4" THK. LASER CUT ALUMINUM PTD. TO MATCH CLEAR ANODIZED ALUMINUM
 - MESH INSTALLED IN PTD. LIGHT BROWN EX7 ALUMINUM FRAME, FRAME MOUNTED WITH ALUMINUM CLIPS



Mesh Pattern Detail

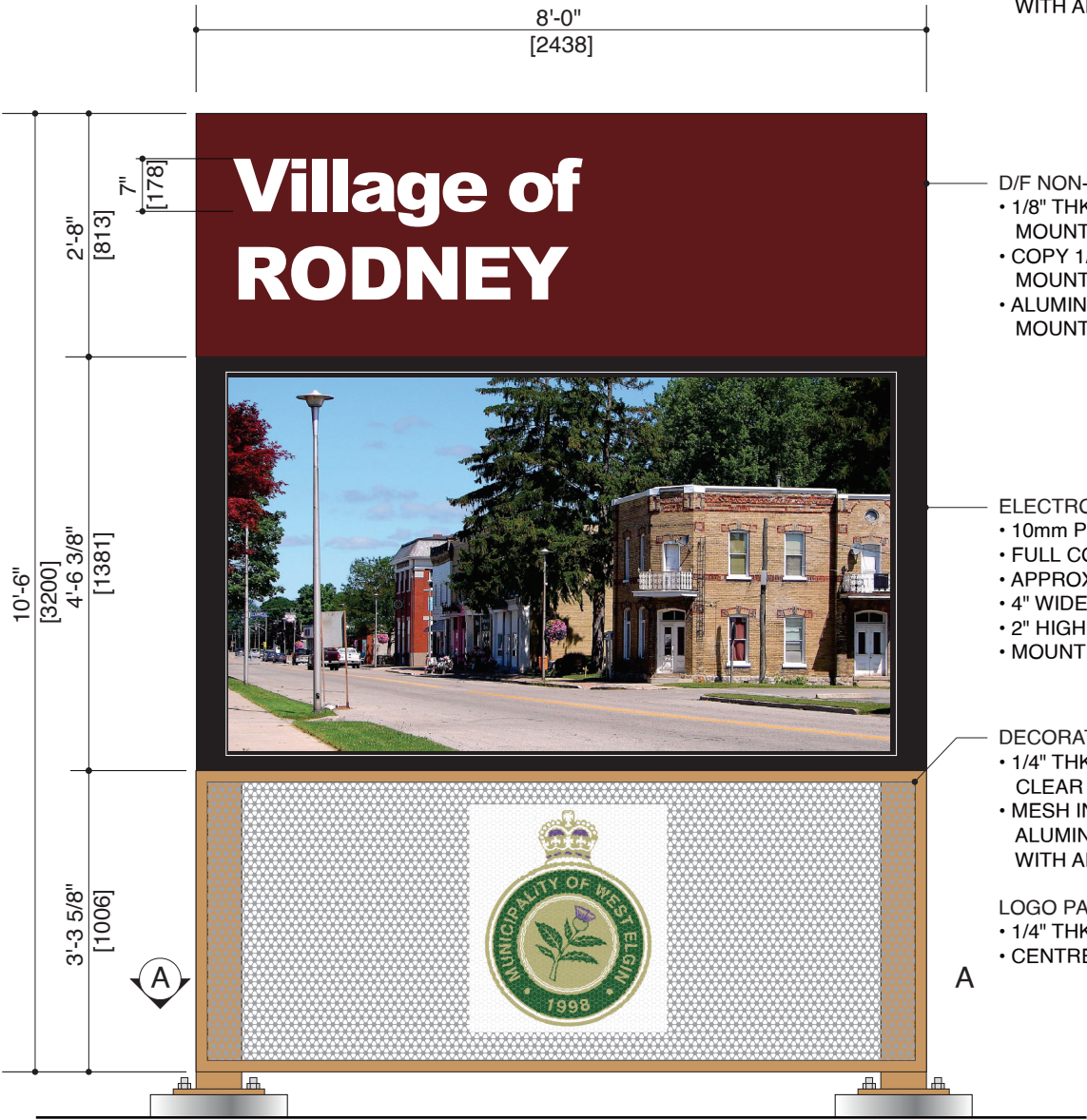
Scale 1:4

- D/F NON-ILLUMINATED HEADER
- 1/8" THK. ALUMINUM FACE PANEL PTD. RED MOUNTED FLUSH TO POSTS
 - COPY 1/4" CUT-OUT ALUMINUM PTD. WHITE MOUNTED FLUSH TO FACE
 - ALUMINUM BACK PANEL PTD. RED MOUNTED FLUSH TO POSTS

- ELECTRONIC MESSAGE CENTRE
- 10mm PIXEL PITCH
 - FULL COLOUR RGB LED DISPLAY
 - APPROX. BOARD SIZE 50.4" H x 88.1" W
 - 4" WIDE BEZEL ON SIDES
 - 2" HIGH BEZEL TOP & BOTTOM
 - MOUNTED TO POSTS

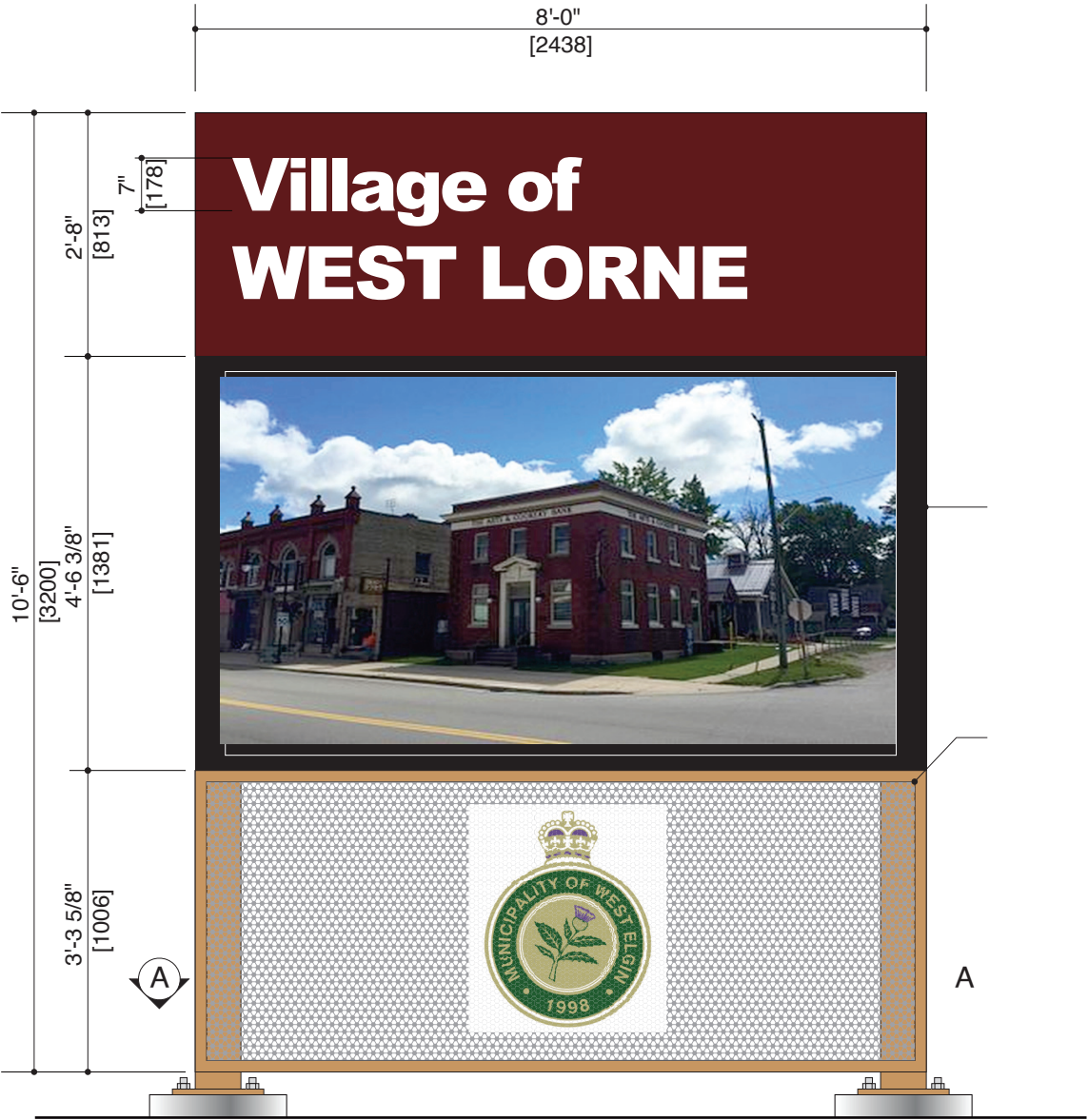
- DECORATIVE MESH FRONT & BACK
- 1/4" THK. LASER CUT ALUMINUM PTD. TO MATCH CLEAR ANODIZED ALUMINUM
 - MESH INSTALLED IN PTD. LIGHT BROWN EX7 ALUMINUM FRAME, FRAME MOUNTED WITH ALUMINUM CLIPS

- LOGO PANEL
- 1/4" THK. ALUMINUM PANEL PTD. WHITE
 - CENTRE GRAPHICS - DIGITAL PRINT



Typ. Graphics Layout - D/F Ground Sign

Scale: 1/2"=1'-0"

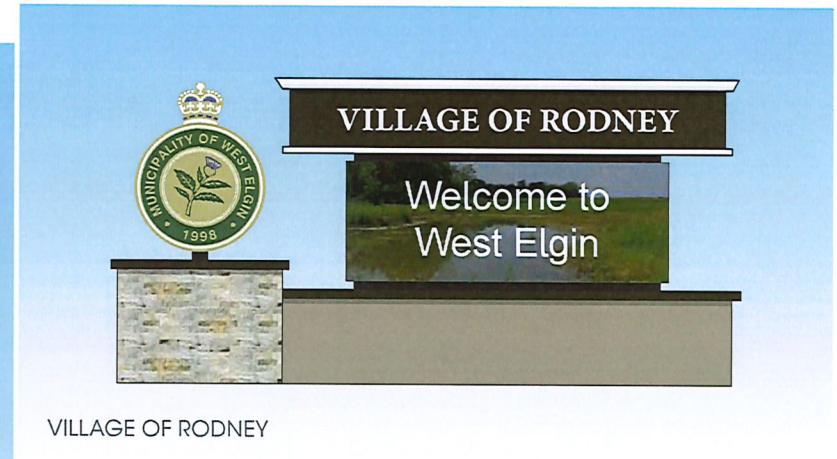


Typ. Graphics Layout - D/F Ground Sign

Scale: 1/2"=1'-0"



BACK



VILLAGE OF RODNEY



DESIGN - B
DOUBLE SIDED GROUND SIGN

EVEREST SIGNS	CLIENT	LOCATION	PROJECT	QTY	FILE NAME	ORIGINAL DATE	SIGNATURE	PAGE 2 of 9
	Municipality of West Elgin	Village of West Lorne & Village of Rodney	Ground sign	--	West Elgin Monument Ground sign.ai	July 7, 2021	<div>APPROVED AS PER LAYOUT ABOVE. EVEREST SIGNS WILL NOT PROCEED WITH PRODUCTION WITH OUT YOUR SIGNATURE</div>	
						REVISION DATE & #		
SALES - SG DRAWN BY -YIU L SCALE - NOT TO SCALE								



STEERING COMMITTEE AGENDA

Date: June 15th, @ 2:00 p.m. via Zoom (see details below)

Facilitator: Diane Arsenijevic/Barry Fellingner
Knight

Recorder: Recorded through Zoom – Scribed by Sara

Regrets: Donna Mylrea

Present: Kelsey McConnell, Taraesa Tellier, Suzanne Robinson, David James, Andy Kroeker, Stephanie Skelding, Danielle Neilson, Trish Corniel, Ken Brooks

	Item Description	Action		
			Who	Due Date
1.	Welcome and Introductions (5)	Suzanne R	Diane	
2.	Additions to the Agenda (5)	No additions	Diane	
3.	Approval of Minutes (5)	Motioned	All	

4.	Updates a) Short Term Emergency Shelter Task Team (15) b) Mid to Long-term Task Team(15) c) Housing and Homelessness Action Group (15)	<p>a) The team is still working together to identify how they can meet the needs of the community. The team spent some time looking at a Host Homes Model, ultimately passing this information on to the Mid-Long Term Task Team. Kelsey is looking at costs for a trailer as temporary accommodations; Danielle suggested exploring previous plans from London-Middlesex (W.I.S.H). The plan is to put some proposals on paper and present them to the municipality. Dutton Council Meetings: July 14th at 5pm, August 18th at 5pm and September 8th and 22nd.</p> <p>b) Mid-Long Term Task Team met today and had meetings with both Indwell and Tim Welch Consulting. Indwell seemed interested in establishing support in rural communities if conditions were met by community partners- they put emphasis on partnering with community agencies for supportive housing as they are reluctant to establish housing with no community support. Indwell encouraged the task team to look at St Thomas as a whole as it was not just the 15 micro units being established. Indwell shared that they would feel stretched to take on any new projects at this time, however in the year ahead there would be room for them to have conversations with the Coalition about development in West Elgin/Dutton Dunwich. Tim Welch presented their plan for data collection, requesting additional involvement from the municipalities for an action plan. TWC requested a list of contacts, stakeholders and organizations that they should be connecting with to collect data for their study. West Elgin is going forward with an update on their Official Plan, and the task team has intentions on being involved in providing input.</p> <p>c) 30% of folks waiting for housing are from out of Elgin County. PITC Count- targeting September 29th. The Action Group is meeting June 16th and re envision how the group is going to operate in the community.</p>	a)Kelsey/Sara b)David c) Danielle	
5.	New Business	*Adopted TOR – Moved by David James, Seconded by Kelsey McConnell	a) Diane/Barry	

	a) Draft Terms of Reference (15)			
6.	Funding a) Financial Report (5) b) Fundraising/Grants Task Team (5)	a) Will be available for the next meeting. b) Stephanie is unable to do the bulk of the work independently. Danielle advised that Tim Welch will be including his recommendations for grant and funding sources in his report.	a) Diane b)Diane/Stephanie	
7.	Publicity a) Western Community Engaged Learning – Marketing Strategy Team (5) b)Press Release	a) Diane sent out the Community Engaged Learning Students Marketing Strategy for the team to review. This is a presentation that we can tailor to the audience. What do we want to communicate to the community and municipalities? Danielle provided information to the consultant including the lack of awareness in rural communities. b) Potentially providing information to community members for Tim Welch Consulting (why there is a great need for this and what we expect to come out of the needs assessment) and RHSN as a resource. Ken, Danielle and Kelsey are going to work on a presentation for community members and municipal councillors.	a)Barry	
8.	Other Business (10) a) Homelessness Counts Research	a) Lawson Research Institute along with The Alliance did a presentation sharing information that they are interested in collecting data in rural communities that lack systems (Coordinated Access, Systems Matching, HIFIS, By-Names List). Diane reached out after to see if they were interested in collecting data in West Elgin.	a)Diane/Barry	
9.	Next Meeting Date	*Diane to send Doodle Poll		



Date: June 30th, 2021 @ 4:00PM via Zoom (see details below)

Facilitator and minutes: Sara Knight/Kelsey McConnell

Regrets:

Present: Doug Butler, Nick Wells, Ken Brooks, Barry Fellingner, Stephanie Skelding

	Item Description		Who
1.	Welcome and Introductions		Kelsey
2.	Co-chair news	Sara's last day is July 23 rd - there were 7 applicants with 4 potential candidates that WECHC will request to interview.	Sara
3.	Short-Term Emergency Housing a) Trailer model b) Shelter model	a) The task team is moving forward with the Trailer Model. Kelsey shared a quote with the team for a trailer to be put on municipal property with a washroom. This will encompass the same approach as the shelter with the previously established documents. The team will have evaluate operations and volunteer involvement- what will we need to approach differently due to it being a trailer and not at The Grace Anglican church. There will be a need for a sub-group that will evaluate the trailer operations and volunteer coordination. A suggestion was made to have a 1-2 office model for the volunteers to take space in. Barry to touch base with Danielle N for SSRF funding. b) Not applicable.	Kelsey/All
4.	Steering Committee Update	A consultant has been retained to complete a housing needs assessment for all of Elgin County, focusing on rural communities. There will be a press release published in The Chronicle as well *See attached.	Barry

	Item Description		
			Who
5.	Other Business a) Next meeting July 21st	Team agreed to meet July 21 st for Sara's last day.	Sara
6.	Work plan		All

Topic: Emergency Housing Task Team Meeting

Time: Jun 30, 2021 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87507062253?pwd=WIJRRCTUaWI2TmVqbjhMRIZ6WllxUT09>

Meeting ID: 875 0706 2253

Passcode: 274865

One tap mobile

+16473744685,,87507062253#,,,,*274865# Canada

+16475580588,,87507062253#,,,,*274865# Canada

Dial by your location

+1 647 374 4685 Canada

+1 647 558 0588 Canada

+1 778 907 2071 Canada

+1 204 272 7920 Canada

+1 438 809 7799 Canada

+1 587 328 1099 Canada

Meeting ID: 875 0706 2253

Passcode: 274865

154 Munro Street, West Lorne, On.N0L2P0

WEST LORNE HERITAGE HOME Tel/Fax 519-768-3474

Board of Directors Meeting....Monday March 22, 2021

Directors present : Jerry Galbraith, Taraesa Tellier, Robert White, Julie Newman, Martha Kys, ,Marg Varga, Cidalia Coelho

Regrets : Alberta Jones

Property Manager : Patty Reid

1.Approval of Agenda:

Motion : Cidalia

Second: Taraesa

All in favour: Approved

2.Approval of minutes of February 22, , 2021:

Motion : Robert

Second : Martha

All in favour : Carried

3.Declaration of Conflict of Interest, if any: NIL

4. Correspondence...

1. February Premium Refund from W. E. Mutual Ins.for \$367.59...depends on claims submitted
2. January 19....GST Rebate for 2019-2020..... \$2717.16 refunded
3. GIC renewed...Matures February 2024
4. Backup Boiler Quote \$5817.00 before tax..Robert motioned to replace with new system...second...Julie
5. Caledonia 2 got vaccine ...Possibility it will come to Heritage Homes in April...need volunteers

5. Business arising from the minutes...Contingency Fund can be used for emergencies

6.Reports :

1)HUB :Health Centre has money to spend...a)Will be getting an upright freezer b)new vacuum c) Shelf and cleaning supplies for John d)Centre wants approval for second temporary shed...Motion as long as it looks the same Cidalia...Second : Julie...Carried....(fridge and freezer will be ours when it comes in the building)

2)HERITAGE HOUSE:Rent deposit interest cheques sent out to individual tenants ..\$212.57
Crossroad Cleaning ...name changed to John Lamb effective January 11, 2021.

3) TENANTS..NIL

7. Financial Report : Building when built cost \$2,503,840.77

Value dropped \$1,221,656.00 in February 2021

Accepted...Cidalia

Second...Julie

Carried

FINANCIAL REPORTS from October to December have been approved by email by the BOARD :

Motion: Cidalia

Second: Robert

Carried

2021 BUDGET for both Heritage Homes and the HUB have been approved by the Board by email

Motion : Cidalia

Second : Robert

Carried

8) Committee Reports...Nil

9)New Business :

WECHC Rents 3 offices at \$530.00 each..

Under lease agreement \$3,000.00 for office space for PSW s paid April 1st and use of Activity Room..

Apartment rent is frozen to December 2021

Lee has not got back re garbage pickup...We have a contract and they agreed to pay a penalty if applicable

9. Next Meetings : Fourth Monday of each month.. May 17, June 26, no meeting in July , August
September 27, October 25, AGM and Board, November 22, No December meeting
2021

10. Motion to adjourn :Robert

Second : Taraesa

Seconder : Taraesa

All in favour : Carried

West Lorne Heritage Homes

Profit & Loss Budget vs. Actual

April 2020 through March 2021

	Apr '20 - Mar 21	Budget
Ordinary Income/Expense		
Income		
4000 · Heritage Homes Income		
4005 · Rent	117,787.00	121,812.00
4015 · Housing Subsidy - Mortgage	54,231.88	54,198.00
4030 · Laundry	2,115.65	2,200.00
4035 · Bank Interest	62.19	600.00
4040 · Forgivable Loan Interest	89,175.71	89,175.71
Total 4000 · Heritage Homes Income	263,372.43	267,985.71
Total Income	263,372.43	267,985.71
Expense		
5000 · Heritage Homes Expenses		
5002 · Mortgage Interest Loan 1	13,579.31	17,705.61
5003 · Mortgage Interest Loan 2	15,654.37	16,544.10
5004 · Mortgage Insurance	11,430.60	11,430.60
5005 · Advertising	0.00	0.00
5010 · Contingency Fund	0.00	1,000.00
5060 · Repairs & Maintenance		
5061 · Building General/Equipment	3,216.17	6,500.00
5063 · General Maintenance Management	9,187.45	9,500.00
5064 · Snow Removal	3,354.96	3,000.00
5066 · Waste Removal	5,782.45	9,100.00
5067 · Heating, Plumbing & Electric	2,978.90	1,500.00
Total 5060 · Repairs & Maintenance	24,519.93	29,600.00
5070 · Telephone & Utilities		
5071 · Electricity	5,024.01	5,800.00
5072 · Gas	3,162.61	3,300.00
5073 · Water & Sewage	13,371.86	11,500.00
5074 · Telephone Expense	300.00	400.00
5075 · Internet	891.58	1,000.00
5076 · Television Expense	445.46	600.00
Total 5070 · Telephone & Utilities	23,195.52	22,600.00
5090 · Security & Fire Safety	2,336.55	2,500.00
5105 · Insurance Expense	3,673.98	7,000.00
5110 · Property Taxes	17,366.67	17,280.00
5115 · Bank Fees & Charges	263.56	300.00
5120 · Management Fees	6,780.00	6,900.00
5125 · Interest on Last Month Rent	212.67	190.00
5130 · Office expenses	754.50	575.00
5140 · Professional Fees - Audit	2,920.00	3,000.00
5150 · Bookkeeping Expenses	910.00	910.00
Total 5000 · Heritage Homes Expenses	123,597.66	137,535.31
5200 · General Operating Expenses		
5205 · HH HST expense	0.00	500.00
5210 · Transfer to Capital Reserve	11,430.60	11,430.60
5215 · Forgivable Loan Interest - Exp.	89,175.71	89,175.71
Total 5200 · General Operating Expenses	100,606.31	101,106.31
Total Expense	224,203.97	238,641.62
Net Ordinary Income	39,168.46	29,344.09

8:52 AM

23-06-21

Accrual Basis

West Lorne Heritage Homes

Profit & Loss Budget vs. Actual

April 2020 through March 2021

	Apr '20 - Mar 21	Budget
Other Income/Expense		
Other Income		
8000 · HUB Income		
8005 · Rent	45,480.00	49,680.00
8010 · Other Rentals	2,160.00	0.00
Total 8000 · HUB Income	47,640.00	49,680.00
Total Other Income	47,640.00	49,680.00
Other Expense		
9000 · HUB Expenses		
9005 · Advertising	0.00	0.00
9010 · Repairs & Maintenance		
9011 · General Building expenses	1,666.42	2,500.00
9012 · General Maintenance Management	14,462.40	15,720.00
9013 · Snow Removal Hub	1,796.00	1,200.00
9014 · Heating, Plumbing & Electric	232.99	0.00
9015 · Waste Management	3,554.40	0.00
Total 9010 · Repairs & Maintenance	21,712.21	19,420.00
9020 · Telephone & Utilities		
9021 · Electricity	4,253.60	7,400.00
9022 · Union Gas	1,242.10	1,200.00
9023 · Water	1,000.17	1,200.00
Total 9020 · Telephone & Utilities	6,495.87	9,800.00
9030 · Insurance Expense	2,449.32	2,900.00
9035 · Property Taxes	6,720.00	6,720.00
9040 · Management Fees	2,400.00	2,400.00
9050 · Professional Fees - Audit	2,920.00	2,850.00
9055 · Bookkeeping Expenses	490.00	480.00
9065 · Contingency Fund	17,629.40	1,000.00
Total 9000 · HUB Expenses	60,816.80	45,570.00
Total Other Expense	60,816.80	45,570.00
Net Other Income	-13,176.80	4,110.00
Net Income	25,991.66	33,454.09

West Lorne Heritage Homes

Balance Sheet Prev Year Comparison

As of 31 March 2021

	31 Mar 21	31 Mar 20
ASSETS		
Current Assets		
Chequing/Savings		
1010 · Heritage Homes Bank	31,189.80	31,606.07
1015 · HUB Bank	22,390.95	39,140.98
1016 · Petty Cash	120.20	-16.05
1020 · GIC asset account	43,022.19	42,960.00
Total Chequing/Savings	96,723.14	113,691.00
Accounts Receivable		
1025 · Accounts Receivable	1,088.62	3,805.78
Total Accounts Receivable	1,088.62	3,805.78
Other Current Assets		
1035 · HST Refundable	12,312.28	4,460.17
1050 · Prepaid Expenses		
1052 · Prepaid Insurance	6,922.95	2,286.60
1053 · Prepaid Property Tax	37,056.40	37,056.40
Total 1050 · Prepaid Expenses	43,979.35	39,343.00
1090 · Due to capital reserve fund	13,053.00	13,053.00
Total Other Current Assets	69,344.63	56,856.17
Total Current Assets	167,156.39	174,352.95
Fixed Assets		
1100 · Buildings		
1105 · Heritage House	1,221,656.00	1,221,656.00
1110 · Acc. Dep. Heritage House	-390,523.00	-390,523.00
1115 · Building - (HUB)	9,368.61	9,368.61
1120 · Hub amortization	-3,464.00	-3,464.00
Total 1100 · Buildings	837,037.61	837,037.61
1125 · Artwork	18,000.00	18,000.00
Total Fixed Assets	855,037.61	855,037.61
Other Assets		
1205 · Capital Reserve - P & W	77,699.00	77,699.00
Total Other Assets	77,699.00	77,699.00
TOTAL ASSETS	1,099,893.00	1,107,089.56
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2005 · Accounts Payable	10,159.39	2,330.66
Total Accounts Payable	10,159.39	2,330.66
Other Current Liabilities		
2010 · Accrued Expenses	5,300.00	5,300.00
2015 · Accrued Mortgage Interest	2,640.11	2,640.11
2016 · Accrued Liabilities	1,358.00	1,358.00
2025 · Last Month Rent Deposits	10,537.00	9,758.00
2026 · Unearned Revenue	2,386.30	2,386.30

West Lorne Heritage Homes

Balance Sheet Prev Year Comparison

As of 31 March 2021

	31 Mar 21	31 Mar 20
2030 · Building Committee		
2031 · CMHC Reimbursement Grant	-5,701.52	-5,855.58
2032 · Expenses Incurred	8,637.15	8,637.15
2033 · HST Paid	-2,028.59	-2,028.59
Total 2030 · Building Committee	907.04	752.98
Total Other Current Liabilities	23,128.45	22,195.39
Total Current Liabilities	33,287.84	24,526.05
Long Term Liabilities		
2105 · Mortgage Payable-Prov.Aff.Pymt	348,359.42	389,003.11
2110 · Mortgage Payment - Pac. and Wes	348,572.37	354,868.40
Total Long Term Liabilities	696,931.79	743,871.51
Total Liabilities	730,219.63	768,397.56
Equity		
3005 · Capital Reserve	82,804.72	77,699.00
3010 · Contributed surplus	85,892.00	85,892.00
3015 · Retained Earnings	174,984.99	173,479.00
Net Income	25,991.66	1,622.00
Total Equity	369,673.37	338,692.00
TOTAL LIABILITIES & EQUITY	1,099,893.00	1,107,089.56

Request for Waiver of Rental Fees.

By completing this form you are requesting the waiver of rental fees for the West Elgin Recreation Centre, West Lorne Community Complex meeting room and Pavilions (Miller park and Port Glasgow Trailer Park Pavilions) until December 31, 2021.

The booking process will remain the same. Facility User Contract will need to be signed. A Certificate of Insurance will need to be provided.

Organization Name *

West Elgin Community Health Centre

Representative's Name *

Robert Wojkowski

Main method of Contact *

☒ Phone Number

☐ Email Address

Phone Number *

5197681715x2230

Email Address

rwojkowski@wehc.on.ca

Please select the facility you are requesting the waiver of usage fees.

☐ West Elgin Recreation Centre

☐ West Lorne Community Complex Meeting Room

☒ Miller Park Pavilion

☐ Port Glasgow Trailer Park Pavilion

Reason for waiver of rental fees

As per agreement with municipality .We are non-profit organization offering free groups to community members.

Mindful Walking Group.

Open to the community to help engage supports and systems to help promote the health and wellbeing of individuals and community members through the development of mindfulness and stress reduction skills. The program will be offered free of charge. Due to current COVID-19 restrictions the program will be offered to the first 25 people.

Date of Requested Fee Waiver.

☐ One Time Rental

☒ Multiple Rental Dates

Please state Multiple Rental Dates.

Wednesday July 21, July 28 and August 4, 2021 from 9-10 a.m.

We hereby request a waiver of usage fees for the above stated facility until December 31, 2021. We understand the booking process will remain the same. *

☒ Clicking this box you agree to the above statement and all terms and conditions associated.

Date

2021-6-29



OFFICE USE ONLY

Date



Council Approval

☐ Received

Clerk Signature

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2021-3044

June 30, 2021

Your Worship
Mayor Duncan McPhail
Municipality of West Elgin

Dear Mayor McPhail,

Thank you for your application to the second intake of the **Municipal Modernization Program** and for your commitment to delivering modern, efficient services that are financially sustainable.

Under the implementation stream, I am pleased to inform you that the Ford government will provide funding of up to \$79,200 towards:

- Municipality of West Elgin Modernization of Asset Tracking, Payroll and Timesheet Processes

The provincial funding is for up to 75% of total eligible costs to implement the project and complete a final report that forecasts annual savings and other efficiency outcomes by September 30, 2022.

In 2019, the Ford government launched the MMP to help small and rural municipalities modernize service delivery and identify new ways to be more efficient and effective. The impacts of the COVID-19 outbreak have made this work more important than ever. The projects selected for funding under the second intake of the Municipal Modernization Program will further support municipalities' efforts to implement efficiencies, with a focus on digital modernization, service integration, streamlining development approvals and alternative service delivery.

I understand how important this work will be to your community. To help you get started, an interim payment will be issued following execution of a transfer payment agreement. Ministry staff will forward instructions and a transfer payment agreement for each approved project in the coming days and will work with you to have it finalized. If you have questions, please contact your municipal advisor, or email municipal.programs@ontario.ca.

I would like to offer my congratulations on this funding approval and extend my best wishes as you work to improve service delivery and administrative efficiency in your municipality.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is fluid and cursive, with the first name "Steve" and last name "Clark" clearly distinguishable.

Steve Clark
Minister

c. Magda Badura, CAO/Treasurer, Municipality of West Elgin
Jeff Yurek, MPP, Elgin—Middlesex—London

June 22, 2021

In This Issue

- [Council Approves 2020 Annual Report and Receives Audited Financial Statements](#)
- [Council Approves Amendment to Town of Aylmer Official Plan](#)
- [Transportation Master Plan Update](#)
- [Council Approves Four-Way Stop at Avon Drive and Putnam Road in the Village of Avon](#)
- [Council Supports Call for National Three-Digit Suicide Hotline](#)

Contact Us

519-631-1460
kthompson@elgin.ca
www.elgincounty.ca

Council Approves 2020 Annual Report and Receives Audited Financial Statements

Council approved the 2020 Annual Report in its new virtual format. This report communicates the state of the Corporation to residents of Elgin County in a manner that is both transparent and accessible to the general public. The report includes financial breakdowns, performance measures, and accomplishments in 2020.

The report allows for the Financial Information Return (FIR), a document mandated by the Province, to be presented in a format that is easy to understand.

The new [web-based format](#) allows users to click through to additional information on a variety of topics should they choose.

Auditors were also present at the meeting to present the results of the 2020 Audit.

Council Approves Amendment to Town of Aylmer Official Plan

Council approved Official Plan Amendment No. 20 (5-year review) to the Town of Aylmer Official Plan.

The purpose of the Amendment was to implement recommendations of the 5-year review of the Aylmer Official Plan as required by Section 26 of the [Planning Act](#). Proposed modifications are minor in nature and are detailed in the June 22, 2021 County Council Agenda package.

In accordance with Section 17 of the Planning Act, Elgin County Council is the Approval Authority for changes to Local Municipal Partner Official Plans.

Transportation Master Plan Update



The County of Elgin is currently undertaking a Transportation Master Plan. This Plan will be designed to look at "the big picture", identifying challenges, alternatives, steps and actions to take the County of Elgin from where it is today, to the multi-modal transportation network and landscape envisioned for the future.

The Plan will span 30 years and will focus on the development of an integrated vehicular transportation network, the enhancement of active transportation amenities (cycling), and will explore transit options for Elgin's communities.

Feedback is being collected through a dedicated engagement site that is currently hosting a virtual Public Information Centre from June 23-July 14, 2021. A public opinion survey is also open for participation.

Interested parties can visit www.engageelgin.ca/transportationmasterplan for more details and to register to participate.

Council Approves Four-Way Stop at Putnam Road and Avon Drive in the Village of Avon

At the request of Malahide Township, Council directed staff to investigate traffic calming measures at the intersection of Avon Drive and Putnam Road in the Village of Avon. Residents in the Village were concerned about aggressive driving behaviours in the areas. A traffic study was conducted and based on the results of this study, staff were directed to proceed with a four-way stop to be installed at the intersection of Avon Drive (CR 37) and Putnam Road (CR 47). The Ontario Provincial Police will be notified of the traffic study's findings so that they may deploy targeted enforcement as their resources permit.

Findings of the traffic study are contained within the June 22, 2021 County Council Agenda package.

Council Supports Call for National Three-Digit Suicide Hotline

At the request of Elgin-Middlesex-London Member of Parliament Karen Vecchio, Council passed the following resolution in support of a national three (3) digit suicide hotline:

WHEREAS the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;

AND WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 per cent;

AND WHEREAS existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

AND WHEREAS in 2022 the United States will have in place a national 988 crisis hotline;

AND WHEREAS the County of Elgin recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE BE IT RESOLVED THAT the County of Elgin endorses this 988 crisis line initiative; and

THAT staff be directed to send a letter indicating such support to the local MP, MPP, Federal Minister of Health, the CRTC and local area municipalities to indicate our support.

The complete June 22, 2021 County Council Agenda package can be found [here](#).

July 6, 2021

In This Issue

- [Council Approves Appointment to Rural Initiatives/Planning Advisory Committee](#)
- [Council Approves Amendment to Municipality of Dutton Dunwich Official Plan](#)
- [Joseph Street in Port Stanley Gets Lower Speed Limit](#)
- [Process to Film in Elgin Streamlined](#)
- [Council Supports Cash Flow Needs of Public Health](#)

Contact Us

519-631-1460
kthompson@elgin.ca
www.elgincounty.ca

Council Approves Citizen Appointment to Rural Initiatives/Planning Advisory Committee

Council appointed Ms. Donna Lunn as Citizen Appointee on the Rural Initiatives and Planning Advisory Committee to fill a vacancy on the Committee.

As per the Rural Initiatives/Planning Advisory Committee, a Citizen Appointee must be a member of the Elgin Federation of Agriculture (EFA).

Ms. Lunn is a member of the Elgin County agricultural community, a long-time member of the EFA and a dedicated community volunteer. Ms. Lunn's expertise and intimate knowledge of agriculture in Elgin County will be great assets to the Committee.

Council Approves Amendment to Municipality of Dutton Dunwich Official Plan

Council approved Official Plan Amendment No. 21-01 (5-year review) to the Dutton Dunwich Official Plan.

The purpose of the Amendment was to implement recommendations of the 5-year review of the Dutton Dunwich Official Plan as required by Section 26 of the [Planning Act](#). Proposed modifications include a "Future Development" overlay to signify areas in which the Municipality wishes to grow should settlement expansion be supported through the revised population projections being undertaken at the County, and amendments related to renewable energy approvals. Modifications are explained in more detail in the July 6, 2021 County Council Agenda package.

In accordance with Section 17 of the Planning Act, Elgin County Council is the Approval Authority for changes to Local Municipal Partner Official Plans.

Joseph Street in Port Stanley Gets Lower Speed Limit

Council approved an amendment to By-Law 20-58, lowering the speed on Joseph St. (CR23) to 40km/h.

Staff collected traffic data between June 11-June 18, 2021 and found that during this time, 15% of vehicles travelled in excess of 50km/h. The street's horizontal geometry was also reviewed during this study and the stopping sight distance on this steep hill corresponded with a speed of 40km/h.


Process to Film in Elgin Streamlined

The Economic Development Coordinator presented a report to Council detailing the new streamlined process for filming production inquiries across the County including feature films, TV series, TV movies, and commercials. The process includes a new online Film Permit Application request form, Letter of Notification, Code of Conduct for cast and crew, and a Release and Indemnity Agreement; detailed in Appendix A. Through enhanced collaboration with Elgin's municipal partners, this new streamlined filming approval process aims to foster a film experience that will encourage future opportunities, and continue building Elgin County's reputation as a respected and accommodating filming location.

A dedicated website has also been developed to further streamline the process – www.elgincounty.ca/filming.

Council Supports Cash Flow Needs of SWPH

At its meeting held on July 6, 2021, Council considered a Matter of Urgency related to Southwestern Public Health's financial needs as a result of costs related to the COVID-19 pandemic and mass vaccination efforts. Council voted to support the cash flow needs of Southwestern Public Health and report back to Council with additional information once it becomes available. Additionally, Council directed the Warden to send a letter to the Ministry of Health in support of Southwestern Public Health, indicating the urgent need for funding to cover these costs. MPP Jeff Yurek will also be copied on this correspondence.



The complete July 6, 2021 County Council Agenda package can be found [here](#).



Office of the Warden

Municipality of West Elgin
Attn: Mayor Duncan McPhail & Council Members
22413 Hoskins Line, PO Box 490
Rodney, ON
N0L 2C0

Re: Invitation to the 13th Annual Warden's Charity Golf Tournament

The past year and a half has proven to be a difficult time for all of us. The uncertainty and constant change has tested our resilience. It has highlighted many challenges as communities try to provide for those most in need during this difficult time. The pandemic has brought to light many inequities and barriers that organizations like the United Way have continued to address when the need was greatest.

To assist with the need, the County of Elgin is eager to resume its annual golf tournament in support of the work being done by the United Way. Last year, the shutdown forced the tournament to be cancelled but it is with renewed optimism that I reach out to you today to share our plans for the 2021 event. The main goals for the day are to focus on the delivery of a fun and relaxing experience for participants while supporting a worthy local cause. The tournament is scheduled for **September 2nd, 2021** and will take place at the **St. Thomas Golf and Country Club, 42325 Sparta Line, Union, ON N0L 2L0**.

The tournament will be structured a bit differently this year to comply with the current safety protocols that golf courses and events must follow. Your day will begin with a scheduled tee off time for you and three other people rather than the regular shot gun start event. If you are able to register a foursome, you will be placed in the foursome as registered. If you are unable to register as a foursome, we will endeavor to fulfill participation requests as we are able. Your fee will also include access to all special games. Two meals will be provided throughout your day of play eliminating the need for a large gathering at the end of day play. As usual, we will have some great gifts and opportunities to win prizes along the way. Without a formal supper event, announcements related to prizes will be communicated via email within a few days after the event. It is essential this year that we obtain an email address for each person registered in order to send communications regarding tee off times and winnings in a timely fashion.

On the back of this letter, you will find further details outlining the day such as sponsorship opportunities, and how to sign up to participate for this fun day. If you have additional questions, please do not hesitate to contact us at ecsec@elgin.ca

Sign up early to save your spot for **Sept, 2, 2021**, and we will see you there!

Tom Marks
Elgin County Warden

County of Elgin
Office of the Warden
450 Sunset Drive
St. Thomas, Ontario
N5R 5V1 Canada
Phone: 519-631-1460
www.elgincounty.ca

13th Annual Warden's Charity Golf Tournament

REGISTRATION FOR SPONSORSHIP LEVELS: Check desired level of sponsorship

Company Name: _____ Email Address: _____

We give permission to use our names, photos, and logo in event promotion and advertising: ____Yes ____No

Company Official signature and contact: _____

- ☐ **PLATINUM SPONSOR: \$2000**:** Indicate desired event to sponsor at this level: _____
- Includes all gold level opportunities plus:
 - One additional complimentary ticket above Gold - to enable two persons to play in the tournament for the day
 - Link on County of Elgin Website to your company website for minimum of one year from date of tournament
 - Recognition on the County's Facebook Page the week before and after the tournament
 - Choose a special event to sponsor from the list below:
 - Sponsor either Breakfast, Lunch, or Course Contest
 - \$200 prize awarded to the winner of your event
 - Company logo acknowledged on signage of your sponsored event
 - Acknowledgement of your Company in email to participants outlining event winners
 - Sponsor a Participant Gift: Sponsor logo will appear on a gift that each participant will take home.
 - Website Address Required: _____
 - We will need your Company logo to be sent to: ecsec@elgin.ca

- ☐ **GOLD: \$1000****
- Includes all Silver Level opportunities plus:
 - One complimentary Ticket for one person to play in the tournament for the day
 - Company sign at one tee off area on the course
 - Recognition as a sponsor in a local Newspaper after the tournament
 - We will need your Company logo to be sent to: ecsec@elgin.ca

- ☐ **SILVER: \$500****
- Recognition from the Warden – A signed Certificate of Thanks from the Warden
 - Acknowledgement in Tournament handout as a sponsor with company logo
 - Opportunity to provide items with your company logo that can be distributed to each participant
 - We will need your Company logo to be sent to: ecsec@elgin.ca

- ☐ **BRONZE: Amounts under \$500** and Door Prizes accepted**
- Acknowledgement in Tournament handout as a sponsor without company logo
 - Opportunity to provide a door prize of your choice to us from your company that will be distributed to a lucky winner on the day of play – Please send before August 25th or email ecsec@elgin.ca to arrange pickup

REGISTRATION FOR PARTICIPANTS - \$125* per person x ____ # of persons = \$_____**

Participant 1 Name:	Email: Phone:
Participant 2 Name:	Email: Phone:
Participant 3 Name:	Email: Phone:
Participant 4 Name:	Email: Phone:

*Cost Includes: Breakfast and BBQ Lunch, 18 holes of golf with cart to play at a beautiful private club, access to games, tournament prizes, and participant gifts at no additional cost

**Cheques are to be made payable to the County of Elgin and postdated to August 2nd. We will not be cashing cheques until that time to ensure that gatherings such as this will be still allowed under provincial regulations. Please send cheque and registration details to: County of Elgin, Attn: ECSEC
2nd Floor Financial Services, 450 Sunset Drive, St. Thomas, On N5R 5V1 **133**

June 22, 2021

Municipality of West Elgin
22413 Hoskins Line
Rodney, ON N0L 2C0

Attention: Magda Badura, CAO & Treasurer

Re: Lower Thames Valley Conservation Authority comments on Phase 1 REGULATORY PROPOSAL CONSULTATION GUIDE for the Conservation Authorities Act

During a special Board of Directors' meeting of June 2, 2021 the board passed the following resolution:

BD-2021-13 P. Tiessen – S. Emons

Moved that the Board of Directors receives the presentation entitled "Phase 1 REGULATORY PROPOSAL CONSULTATION GUIDE for the Conservation Authorities Act" and endorses the comments discussed,
and further, the Board of Directors directs staff to prepare a letter with these comments to be provided to Conservation Ontario and the Province of Ontario.

CARRIED

The comments referred to in this resolution and further review of this matter at a Board of Directors meeting held on June 17 are noted below:

Issues with Definition of Mandatory and Non-Mandatory Programs

1. A number of requirements under the mandatory programs as detailed are not within the current budget scope of the LTVCA, Will the province fund these? Some examples include:
 - a. Asset Management of Flood Control Structures – over last 3 years the LTVCA has been working to address this issue as current general levy will not cover all costs
 - b. Flood Plain mapping for all streams
 - c. Conservation Area Management Plans
2. Currently Mandatory Programs do not include: Stewardship
 - a. Stewardship is required as LTVCA is the main partner of this work in this watershed
 - b. At LTVCA stewardship pays its own way but we want municipalities to have funds committed to this work
 - c. Significant international commitments (COA, LEAP etc.) are based on LTVCA's stewardship work. Is this work not as important as the work addressing commitments under the Lake Simcoe Protection Act?

- d. Even though stewardship has significant impacts in reducing hazards described in the Natural Hazards program, the stewardship program should be considered as a separate mandatory program
- e. The province should consider putting this into a regulation to be developed in the one year following the transition period.

3. Mandatory Programs currently do not include:

- i. Recreation in Conservation Areas
- ii. Education Programming

Additionally this potentially includes assets associated with these programs – significant assets in some Conservation Areas. This will impact small Conservation Authorities that do not make money on their Conservation Areas in recreation and education programming. This will not affect the big programs e.g. Black Creek Pioneer Village but will affect LTVCA's Longwoods Rd CA programs. This will create big city urban haves and rural have-nots.

At a minimum, the assets associated with the Recreational and Education Programs of a Conservation Authority should be included in the Mandatory Conservation Areas Program. Without this, there is potential that significant assets could be allowed to deteriorate.

- 4. The issue of Climate Change has not been adequately addressed in the Discussion Paper when dealing with mandatory programs.

Issues with Transition Period

The LTVCA supports the change in the Transition Period to January 1, 2023; however, a number of factors will challenge both municipalities and conservation authorities in completing the significant number of tasks associated with the upcoming regulations. These are:

- 1. Municipalities are dealing with COVID-19 fallout and reopening challenges and may not be interested in developing Memorandum of Understanding (MOUs) with CAs
- 2. Timing is still short due to the fact that the municipal elections will be held in 2022. All work probably needs to be done by June 30, 2022 due to councils entering lame duck periods prior to election.
- 3. The cost of doing this work will be significant – review of programs and finances, and preparation of plans – Is the provincial government going to fund this extra work?

Issues with Watershed-Based Resources Management Strategy

It is felt that the Watershed-Based Resource Management Strategy could and should act as an LTVCA Strategic Plan update. The strategy would provide an organizing framework for categorizing the mandatory and non-mandatory programs and services for consultation with municipalities and for the establishment of a single comprehensive MOU/agreement. The board is concerned about doing this work after the MOUs have been signed, as the MOUs should be based on a strategic plan that encompasses the period of the MOUs. With this in mind, the following comments are provided:

1. The way the discussion paper is written, these strategies are only to include mandatory programs. It appears that they can include non-mandatory programs but need to make a connection between them and mandatory programs – e.g. stewardship work will support dampening of flood events. We believe all proposed programs (mandatory and non-mandatory) should be included to make this a complete strategy for the LTVCA.
2. Cost of completing this strategy is significant and provincial funding is requested.
3. LTVCA needs to complete this strategy but should do it in one year so it can be part of MOU discussions. This will be very difficult both due to timing and due to capacity.
4. Additionally, public consultation will be an important part of this strategy and this needs time.

Issues / Questions with Community Advisory Boards

Conservation Authorities used to have numerous advisory boards but past committees were disbanded due to issues with accountability and cost. A number of questions arise:

1. What is their decision making power, as they are not part of levy discussions? Giving residents a powerless role will frustrate well-intentioned people.
2. Will we have enough people interested?
3. Will those who are interested slant Advisory Boards?
4. Who is paying the cost of running this Board? Will the province provide funding?
5. Will First Nations be interested in being a member of this Advisory Board? Our experience with the First Nations within the area we call the lower Thames valley is that the Nations consider themselves equal in co-management of the Thames River, within a shared waters approach. The Nations may not be interested in being a member of an advisory board. Have First Nations been approached with this idea?

Section 29 – Creation of Minister’s Regulation

We believe there is a commitment to maintain the substance of existing s.29 Conservation Areas Regulations, but this will be consolidated into one Minister’s Regulation. The current regulations have enforcement/compliance issues; therefore, tools are needed. The LTVCA is encouraging review of the s.29 enforcement/compliance program area in the updating of the Regulation. However, we request flexibility to ensure large Conservation Authority resources are not expected from small CAs in the management of CA owned lands.

Minimum Levy

The LTVCA requests that administration and overhead for all programs, both mandatory and non-mandatory be included in the minimum levy. This will ensure maintenance of all CA owned assets.

Overall Concerns

The LTVCA expresses three major overall concerns with the discussion paper contents. These are:

1. COSTS: Who is responsible for paying for the extra work imposed on both municipalities and Conservation Authorities for what is being proposed? The costs are not simply one time as future MOUs will need to be renegotiated.
2. CAPACITY: Given existing resources, it is questionable whether CAs have the capacity to achieve all the proposed extra tasks associated with this discussion paper.
3. TIMING: Given the pandemic and elections in 2022, timing will be a huge issue when completing the tasks associated with this discussion paper.

Summary:

In summary, we wish to stress the following points:

1. The timelines are tight to develop / implement the Transition Plan
2. The Watershed Based Resource Management Strategy is a good new story
3. Request that the province designate private land stewardship as mandatory program and services in Natural Hazards
4. Request that the province designate passive recreational activities such as hiking in Conservation Areas as mandatory programs and services
5. Recommend that the proposed Advisory Boards be flexible and not duplicate the work of the Board of Directors
6. Request that the province include Conservation Area Assets in mandatory programs and services

On behalf of the Board of Directors,

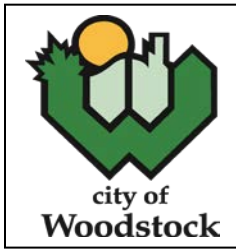
Thank-you for this opportunity to provide input into this discussion paper.

Sincerely,



Mark Peacock, P. Eng.
C.A.O. / Secretary-Treasurer

Cc: Municipal LTVCA Board Member



Office of the City Clerk
Woodstock City Hall
P.O. Box 1539
500 Dundas Street
Woodstock, ON
N4S 0A7
Telephone (519) 539-1291

July 16, 2021

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Via email premier@ontario.ca

At the regular meeting of Woodstock City Council held on July 15, 2021, the following resolution was passed:

“WHEREAS the current affordable housing crisis in Canada and the quality of life implications caused by addiction, drug and opioid use, and mental health issues are impacting communities in Canada and around the world;

AND WHEREAS citizens in many communities are alarmed by the increase in homelessness, needles discarded in public spaces, visible signs of illegal activities, and are disillusioned with the justice system response;

AND WHEREAS policing and the justice system is not the solution to homelessness and addiction or an effective use of public funds;

AND WHEREAS Public health initiatives and programs aimed at addiction are provided by multiple Ministries and agencies and are clearly inadequate and new long-term solutions are required;

AND WHEREAS many of the programs and attempts from different agencies, government organizations, and Ministry service providers have created a disjointed delivery system;

NOW THEREFORE BE IT RESOLVED that Woodstock City Council calls on the Honourable Doug Ford, Premier of Ontario to bring together the Ministry of the Attorney General, the Ministry of Health, the Ministry of Municipal Affairs and Housing, and the Ministry of Children, Community and Social Services to immediately work together on both short and long term solutions, complete with funding, to take proper responsibility and action to address the affordable housing, homelessness, and addictions crisis;

AND FURTHER that this resolution be circulated to the Honourable Ernie Hardeman, Oxford MPP; the Association of Municipalities Ontario; and all Ontario municipalities.”

Yours Truly,



Alysha Dyjach, Deputy City Clerk

Cc via email:

- The Ministry of the Attorney General - attorneygeneral@ontario.ca
- The Honourable Christine Elliott – Minister of Health - christine.elliott@ontario.ca
- The Honourable Steve Clark – Minister of Municipal Affairs and Housing - steve.clark@pc.ola.org
- The Honourable Merrilee Fullerton – Minister of Children, Community and Social Services – MinisterMCCSS@ontario.ca
- The Honourable Ernie Hardeman, Oxford MPP - ernie.hardemanco@pc.ola.org
- Association of Municipalities Ontario – amo@amo.on.ca
- All Ontario Municipalities



La Corporation de la Municipalité de / The Corporation of the Municipality of
ST. CHARLES

C.P. / Box 70, 2 King Street East St.-Charles ON
Tel: 705-867-2032 Fax: 705-867-5789

P0M 2W0
www.stcharlesontario.ca

June 28, 2021

VIA EMAIL TO: premier@ontario.ca

The Honourable Doug Ford, M.P.P.
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford:

Re: Resolution - Municipal Land Transfer Tax

At its Regular Meeting of Council held April 21, 2021, Council for the Corporation of the Municipality of St.-Charles passed the following Resolution:

Resolution No.: 2021-94

Moved by: Councillor Monica Loftus

Seconded by: Councillor Richard Lemieux

"WHEREAS Municipalities in Ontario have an infrastructure deficit of \$34 billion dollars;

AND WHEREAS there is extremely limited grant money being received by the provincial and federal governments;

WE THEREFORE ASK that Municipalities be allowed to have a charge applied to all land transfers within their boundaries and that this amount go directly to the Municipality.

CARRIED"

Your attention to this matter is greatly appreciated.



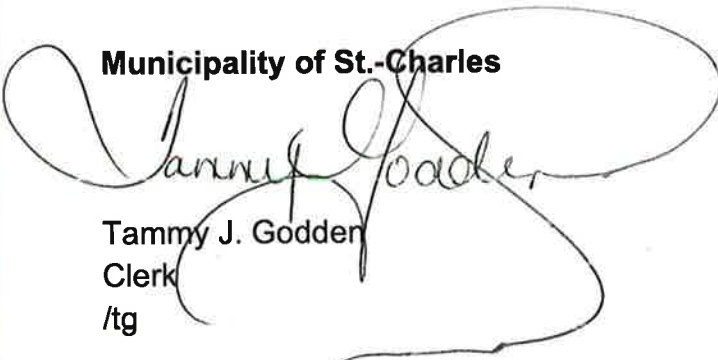
La Corporation de la Municipalité de / The Corporation of the Municipality of
ST. CHARLES

C.P. / Box 70, 2 King Street East St.-Charles ON
Tel: 705-867-2032 Fax: 705-867-5789

P0M 2W0
www.stcharlesontario.ca

Sincerely,

Municipality of St.-Charles


Tammy J. Godden
Clerk
/tg

CC: Right Honourable Justin Trudeau (Via Email To: Justin.Trudeau@parl.gc.ca)
Minister of Municipal Affairs and Housing, Steve Clark (Via Email To:
Steve.Clark@pc.ola.org)
Association of Municipalities of Ontario (Via Email To: AMO@amo.on.ca)
The Federation of Northern Ontario Municipalities (Via Email To:
Office@fonom.org)
Ontario Municipalities

Municipality of Chatham-Kent

Corporate Services

Municipal Governance

315 King Street West, P.O. Box 640

Chatham ON N7M 5K8

Tel: 519.360.1998 Fax: 519.436.3237

Toll Free: 1.800.714.7497

June 29, 2021

Via Email: scott@baseballhalloffame.ca

Scott Crawford, Director of Operation
Canadian Baseball Hall of Fame & Museum
PO Box 1838, 386 Church St. S.
St. Marys, ON N4X 1C2

**Re: Support for the Induction of the Coloured All-Stars into the
Canadian Baseball Hall of Fame**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on June 14, 2021 passed the following resolution:

“Whereas The Chatham Coloured All-Stars first formed in 1932, with majority of the players being from North Buxton, Chatham and Windsor areas;

And Whereas they began competing in the Chatham City League in 1932;

And Whereas they broke colour barriers being the first black team to win a major championship competing for and winning the Ontario Baseball Amateur Association’s Intermediate B Championship on October 24, 1934;

And Whereas the team was honoured by both the Chatham Sports Hall of Fame and the Ontario Baseball Hall of Fame;

And Whereas in 2001 and 2002, the Toronto Blue Jays wore replica Chatham Coloured All-Stars uniforms in honour of the team when Major League Baseball honoured the Negro Leagues.

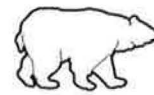
Be it therefore resolved that the Municipality of Chatham-Kent endorse this resolution to support the induction of the Coloured All-Stars into the Canadian Baseball Hall of Fame”.

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,

A handwritten signature in black ink, appearing to read "Judy Smith", is shown on a light yellow rectangular background.

Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator



"Via Email: justin.trudeau@parl.gc.ca

June 24th, 2021

The Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON
K1A 0A2

Dear Prime Minister Trudeau:

Re: Motion to Include the PSA Test for Men into the Medical Care

This will serve to advise you that Council, at its regular meeting held Tuesday, June 22nd, 2021, passed the following resolution:

"Resolution No. 182-2021

Moved By: Robert Hutchinson

Seconded By: Daniel Belisle

WHEREAS the male population has been made to pay for prostate blood test and whereas 11 Canadian men will die of prostate cancer every day and

WHEREAS 1.5 million Canadian men are not seeking the early detection PSA testing and

WHEREAS prostate cancer is the most common cancer in men and

WHEREAS when detected early the survival rate is close to 100% and detected late 3 of 4 men will be lost and

WHEREAS men who wish to have this test done have to pay \$33.00 for the test

1/2



THEREFORE I Robert Hutchinson move that both the Federal and Provincial Governments move to have this test included in the national health care system and that it be made available for all Canadian men at no charge and further that the Government make every effort to have this become a reality sooner than later as stated above every day that goes by another 11 men will die of this avoidable disease and

FURTHERMORE that this motion be distributed to Right Honourable Justin Trudeau Prime Minister of Canada, Honourable Doug Ford Premier of Ontario, Minister of Health (Canada) Honourable Patty Hajdu, Deputy Premier and Minister of Health (Ontario) Honourable Christine Elliott, all municipalities, and all First Nation Communities .

Carried”

Your attention to this matter is greatly appreciated!

Yours Truly,

THE CORPORATION OF THE TOWN OF COCHRANE



Alice Mercier
Clerk

/am

c.c.: Hon. Doug Ford Premier of Ontario,
Hon. Patty Hajdu, Minister of Health (Canada)
Hon. Christine Elliott, Deputy Premier and Minister of Health (Ontario)
All Municipalities
All First Nation Communities



Township of The Archipelago

9 James Street, Parry Sound ON P2A 1T4

Tel: 705-746-4243/Fax: 705-746-7301

www.thearchipelago.on.ca

May 21, 2021

21-092

**Moved by Councillor Emery
Seconded by Councillor Sheard**

RE: Bill 228 - Banning unencapsulated Polystyrene Foam

WHEREAS unencapsulated expanded and extruded polystyrene foam (PS foam) is a common and economical product used for dock flotation; and

WHEREAS unencapsulated PS foam, when used as floatation, deteriorates and breaks down through exposure to water, sunlight and chemicals (gasoline, oil & other contaminants), as well as from animals and physical impacts from boats and other debris; and

WHEREAS the environmental impacts associated with the breakdown of unencapsulated PS foam are significant. PS foam is one of the top items of debris found on shorelines, beaches, and surface water around the world. Widespread and global contamination has resulted in PS foam being found in the gut contents of wildlife, including in the Great Lakes - St. Lawrence River Basin. PS foam causes adverse effects to wildlife when ingested. Laboratory experiments show negative impacts of PS foam on feeding behaviour, growth, hepatosomatic index (HSI), and reproduction. Under certain conditions, PS foam leaches known toxics styrene and benzene. Floating particles of PS foam also has aesthetic impacts on shorelines and waterways; and

AND WHEREAS there is no Federal legislation in Canada regulating the use of unencapsulated expanded polystyrene foam (EPS) for docks to date. However, on May 13, 2021, the Province of Ontario passed *Bill 228: Keeping Polystyrene Out of Ontario's Lakes and Rivers Act*, to regulate and control its use for floats; and

NOW THEREFORE BE IT RESOLVED that the Great Lakes and St. Lawrence Cities Initiative (Cities Initiative) recognizes the need for PS foam to be encapsulated when used for flotation; and

BE IT FURTHER RESOLVED that the Cities Initiative and its members call on the Federal Government of Canada (Ministries of Fisheries and the Environment) the Province of Ontario (Ministry of Natural Resources & Forestry, Ministry of Environment, Conservation & Parks), the Province of Quebec, The United States (U.S.) Federal Government, and the U.S. States of New York, Pennsylvania,

Ohio, Indiana, Michigan, Illinois, Wisconsin and Minnesota to work in collaboration with each other to enact laws which:

1. ban unencapsulated polystyrene (PS) products in all new and replacement public and private floating facilities across the Great Lakes Region and the coasts of Canada and the United States;
2. find common standards of defining encapsulation with the goal of zero emissions of PS foam;
3. require the timely transition to approved encapsulated PS products, for all public and private floating facilities currently using unencapsulated PS foam; and
4. require the proper disposal of all unencapsulated expanded polystyrene (EPS) products currently being used for dock flotation.

BE IT FINALLY RESOLVED that Council for the Corporation of the Township of The Archipelago directs its staff to submit this resolution to the Great Lakes St. Lawrence Cities Initiative; and forward this resolution to all municipalities in the Great Lakes watershed and to Federal and Provincial Representatives.

Carried.

July 13, 2021

County of Elgin
450 Sunset Drive
St Thomas ON
N5R 5V1

Re: Town of Aylmer Concerns – Elgin County Development Charges

Dear Warden Marks,

At their Regular (Virtual) Meeting of Council on July 12, 2021, the Council of the Town of Aylmer directed the Clerk to send a letter expressing Town Council's opposition to proposed Elgin County development charges.

The Council of the Town of Aylmer is opposed to the proposed development charges due to concerns about adverse impact on development in Aylmer resulting from additional charges. Additional concern was expressed with respect to the use of corporate resources in relation to administering the calculation and collection of development charges for the County of Elgin. Further, concern was expressed that Aylmer will not directly benefit from the development charges collected from local development for the County of Elgin.

Attached is a copy of The Municipality of West Elgin's letter regarding the proposed development charges.

Thank you,

Director of Corporate/Legislative Services | Town of Aylmer

46 Talbot Street West, Aylmer, ON N5H 1J7
519-773-3164 Ext. 4911 | Fax 519-765-1446
jbrick@town.aylmer.on.ca | www.aylmer.ca

Cc: Municipality of Central Elgin – PShipway@centralelgin.org
Township of Malahide - DWilson@malahide.ca
Municipality of Bayham - tthayer@bayham.on.ca
Municipality of West Elgin - clerk@westelgin.net
Township of Southwold - cao@southwold.ca
Municipality of Dutton/Dunwich - HeatherBouw@duttondunwich.on.ca



The Municipality of West Elgin

22413 Hoskins Line, Rodney Ontario N0L 2C0

June 24, 2021

County of Elgin
450 Sunset Drive
St Thomas ON
N5R 5V1

Re: Municipality of West Elgin Concerns – Elgin County Development Charges

At the Regular Meeting of Council on June 24, 2021 the Council of the Municipality of West Elgin passed the following Resolution:

Resolution No. 2021- 214

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Jana Nethercott Clerk and Bryan Pearce, Planner re: Elgin County Development Charges be received for information; and

That West Elgin Council advice Elgin County Council of its opposition the enactment of a County Development Charges By-law at this time for the following reasons:

That West Elgin does not have sufficient staffing levels to accommodate the increased workload or the ability to absorb the cost of administering the calculation and collection of Development Charges for the County of Elgin; and

That West Elgin is concerned that there could be an adverse impact to development in West Elgin as a result of Elgin County Development Charges; and

That West Elgin will not directly benefit from Development Charges collected by West Elgin for the County of Elgin from local development.

Carried

Jana Nethercott
Clerk



COUNCIL RESOLUTION



Res: 2021.12. 07

Wednesday, June 23, 2021

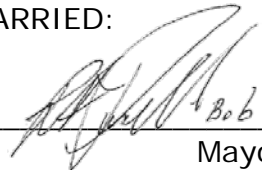
Moved by: ____Drouillard____

Seconded by: ____Hentz____

THAT the Council of the Municipality of Dutton Dunwich supports the correspondence from the Municipality of Bayham outlining their concerns with respect to the impact of development charges on potential development.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
P. Corneil	<u>_x_</u>	____
A. Drouillard	<u>_x_</u>	____
K. Loveland	____	____
M. Hentz	<u>_x_</u>	____
B. Purcell – Mayor	<u>_x_</u>	____

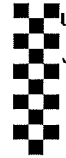
CARRIED:



Mayor

DEFEATED:

Mayor



Counselor, Bonnie Rowe,
Mayor Mc phial

Re drainage issues

We in West Lorne are tired of the water being dumped into our homes
Every time we have rainstorm and all the flooding in our homes, when are you
Going to do something about this problem? There are not nearly enough drains
Even on our street which is Elm St. and I heard on other streets, we pay taxes

- And this should cover the issue, if you do not want a class action aw Suit
- Then better do something about it , as we are tired of this happening every
- Time it rains my basement is still filthy and stinks to high heaven like some
- Animals were it and cannot repair it till it dries up and the insurance does
- Not cover the damage it must come out of my pocket or yours!!! Fix this
- Issue ASAP
- I also want to know what is the policy of wearing masks in Public places
- As some do not adhere to the rules and it is those that spread the diseases!

Mary Browne

From: [Lori Parker](#)
To: [Lina Bettencourt](#)
Subject: Elgin International Club
Date: July 20, 2021 10:28:11 AM

Please be advised that the Elgin Club is hosting a curbside dinner this Sat June 24th from 4 to 730 pm. While most people will pick up their dinners, we are offering parking lot patio seating that will be licensed. I am requesting an acknowledgement from Municipal Council that there is no objection to this event. Thank you for your time and consideration. Please call 519 476 5870 with and questions or concerns. Most sincerely Lori Parker



MUNICIPALITY OF **West Elgin**

The Corporation Of The Municipality Of West Elgin

By-Law No. 2021-46

Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on July 22, 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 July 22, 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 22nd day of July, 2021.

Duncan McPhail
Mayor

Jana Nethercott
Clerk