



# **Municipality of West Elgin**

## **Agenda**

### **Council Meeting**

Date: **December 16 2021, 9:30 a.m.**  
Location: **West Elgin Community Complex - Hybrid Meeting**  
**160 Main Street**  
**West Lorne**  
**Electronic Hybrid Meeting**

Due to Orders under *Reopening Ontario Act*, 2020 this meeting broadcasted electronically. If you wish to view this meeting please contact the Clerk's Department also if you require an alternate format or accessible communication support or wish to receive the link to the meeting, at 519-785-0560 or by email at [clerk@westelgin.net](mailto:clerk@westelgin.net).

**1. Call to Order**

**2. Adoption of Agenda**

Recommendation:

That West Elgin Council hereby adopts the Agenda as presented.

**3. Disclosure of Pecuniary Interest**

**4. Meeting to Consider Engineers Report Under Drainage Act**

Recommendation:

That Council proceed into a Public Meeting at \_\_\_\_\_ pursuant to the *Drainage Act*, to consider the Krause Drain Engineers Report.

**4.1. J.M. Spriet, PEng. - Krause Drain Engineers Report**

**4.2. Public Comments**

**4.3. Council Comments**

#### **4.4. Provisional By-Law**

Recommendation:

That West Elgin Council receives the Engineers Report on the Krause Drain as prepared by J.M Spriet, P.Eng; and

That West Elgin Council consider the provisional By-Law as presented in the By-Law portion of the agenda for its first and second reading; and

That all members of Council hereby be appointed to the Court of Revision for the Krause Drain on January 13, 2022.

#### **5. Delegations**

##### **5.1. A. Bobier, Cultural Manger Backus-Page House Museum**

#### **6. Adoption of Minutes**

Recommendation:

That the Minutes of the Council meeting on December 2, 2021 be adopted as circulated and printed.

#### **7. Business Arising from Minutes**

#### **8. Staff Reports**

##### **8.1. Building**

###### **8.1.1. J. Morgan-Beunen, CBO - Building Activity Report November 2021**

Recommendation:

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

##### **8.2. Fire**

###### **8.2.1. J. McArthur, Fire Chief - 2022 Bunker Gear Order**

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief re: 2022 Bunker Gear order; and

That West Elgin Council hereby approves the pre-budget ordering of eight sets of Bunker Gear from A.J Stone for a total amount of \$20,432 plus applicable taxes.

**8.2.2. J. McArthur, Fire Chief - Monthly Report - November 2021**

Recommendation:

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

**8.2.3. J. McArthur, Fire Chief - Elgin County Fire Communications System – System Support Agreement**

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief re: Elgin County Fire Communications System Support Agreement; and

That West Elgin Council hereby authorize the Mayor and Clerk to sign the Intermunicipal Agreement for Joint Ownership of Fire Communication Equipment to renew the System Support Agreement with Bearcom Communications, as presented in the By-Law portion of the Agenda.

**8.2.4. J. McArthur, Fire Chief - Surplus Vehicles**

Recommendation:

That West Elgin Council hereby declares surplus to Municipal needs the Municipally owned Fire Command Trailer and GMC Vandura; and

That West Elgin Council hereby authorizes the disposition of these assets by public auction on Gov Deals website; and

That West Elgin Council direct the proceeds of the sale are placed in fire department reserves.

**8.3. Municipal Drains**

**8.3.1. J. Nethercott, Clerk - Appoint Engineer – Major Improvement for Flemming Drain**

Recommendation:

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Appoint Drainage Engineer – Major Improvement for Flemming Drain; and

That West Elgin Council hereby appoints Spriet's & Associates to prepare an Engineers Report for a Major Improvement for the Flemming Drain under Section 78 of the Drainage Act

**8.4. Operations & Community Services**

**8.4.1. L. Gosnell, Manager of Operations & Community Services - Monthly Operations Update – November 2021**

Recommendation:

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

**8.4.2. L. Gosnell, Manager of Operations & Community Services - Gilbert Street Truck Route**

Recommendation:

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

That West Elgin Council hereby directs staff to \_\_\_\_\_

**8.5. Clerk's**

**8.5.1. J. Nethercott, Clerk - Joint Multi Year Accessibility Plan 2021-2026**

Recommendation:

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Joint Multi Year Accessibility Plan for 2021 to 2026; and

That West Elgin Council hereby adopt the attached Elgin County and Local Municipal Partners Joint Multi-Year Accessibility Plan.

**8.5.2. Animal Control Update**

Recommendation:

That West Elgin Council hereby receives the Animal Control report from Vicki Kyle for information purposes.

**8.6. Finance/Administration**

**8.6.1. M. Badura, CAO/Treasurer & J. Nethercott, Clerk - Administration Monthly Update – November 2021**

Recommendation:

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer and Jana Nethercott, Clerk re: Administration Monthly Report for November 2021 for information purposes.

**9. Committee and Board Report**

**9.1. Housing Coalition Minutes - November 2, 2021**

**9.2. Councillor Reports from Committees**

**10. Council Announcements/Inquires**

**10.1. Notice of Motion**

**10.2. Councillor Announcements**

**10.3. Matters of Urgency**

**11. Accounts**

Recommendation:

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #12A amounting to \$ 196,365.35 in settlement of General, Road, Water and Arena Accounts including EFT#4638-4671, online Payments# 829-836, cheque # 25826-25827 and Payroll PP24.

**12. Upcoming Meetings**

- December 20 - Four Counties Transit Board 8:30 am
- January 13 - Council 9:30 am
- January 20 - Committee of the Whole- Budget 9:30 am
- January 25 - Tri-County Water Board 7 pm
- January 27 - Council 9:30 am

**13. Correspondence**

**13.1. City of Kitchener - Fire Safety Measures**

**13.2. FCHS Foundation Fall 2021 Newsletter**

**13.3. SWPH - Response to Letter of Instruction Questions**

**13.4. Eagle Community Centre - Community Grant Update**

**14. By-Laws**

**14.1. By-Law 2021-68 - Alternate Voting Methods**

Recommendation:

That By-Law 2021-68 being a By-Law to Enter into an Agreement with Intelivote Systems Inc. for Voting by Telephone and Internet for the 2022 Municipal Elections, be read a first, second and third and final time

**14.2. By-Law 2021- 69 2022 Fees and Charges**

Recommendation:

That By-Law 2021-69 being a By-Law to Provide for Various Fees and Charges for the Municipality of West Elgin, be read a first, second and third and final time.

**14.3. By-Law 2021-70 - Agreement for Joint Ownership of Fire Communication Equipment**

Recommendation:

That By-Law 2021-70 being a By-law to Authorize the Execution of an Agreement for The Joint Ownership of Fire Communications Equipment between Town of Aylmer, Municipality of Bayham, Municipality of Central Elgin, Municipality of Dutton Dunwich, Township of Malahide, Township of Southwold and the Municipality of West Elgin, be read a first, second and third and final time.

**14.4. By-Law 2021-71 - Provisionally Adopt Krause Drain Engineers Report**

Recommendation:

That By-Law 2021-71 Being A By-Law to provide for the Krause Drain in the Municipality of West Elgin, be read a first and second time and provisionally adopted.

**14.5. By-Law 2021-72 - Appoint Tax Collector**

Recommendation:

That By-Law 2021-72 being a By-Law to Appoint a Tax Collector for the Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

**14.6. By-Law 2021-73 - Amend Hours of Work Policy**

Recommendation:

That By-Law 2021-73 being a By-law to repeal and replace a policy with respect to Hours of Work – HR 4.2, be read a first, second and third and final time.

**15. Confirming By-Law**

Recommendation:

That By-Law 2021-74 being a By-Law to confirm the proceedings of the Regular Meeting of Council held on December 16, 2021, be read a first, second and third and final time.

**16. Closed Session**

Recommendation:

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at \_\_\_\_\_ a.m. under Section 239(b) of the *Municipal Act, R.S.O. 2001* consideration will be given to matters pertaining to an identifiable individual, including a municipal or local board employee.

**17. Report from Closed Session**

**18. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet again at 9:30 a.m. on January 13, 2022 or at the call of the Chair.