



Municipality of West Elgin

Agenda

Council Meeting

Date: January 27 2022, 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.

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) of the *Municipal Act R.S.O. 2001* consideration will be given to matters pertaining to identifiable individual(s), including a municipal or local board employee.

4. Report from Closed Session

5. Disclosure of Pecuniary Interest

6. Adoption of Minutes

7

Recommendation:

That the Minutes of the Council meeting on January 13, 2022 and Minutes of Committee of the Whole on January 20, 2022 be adopted as circulated and printed.

7. Business Arising from Minutes

8. Staff Reports

8.1. Planning

8.1.1. B. Pearce, Planner - Consent Application E5-22 – Comments to County of Elgin (Planning Report 2022-02)

18

Recommendation:

That West Elgin Council hereby receives the report from Bryan Pearce, Planner, regarding the consent application, File E5-22 – Comments to County of Elgin (Planning Report 2022-02);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for the consent application, File E5-22, subject to the Lower-Tier Municipal conditions in Appendix Two of this report;

And further that West Elgin Council directs Administration to provide this report as Municipal comments to the County of Elgin.

8.2. Operations & Community Services

8.2.1. E. Jocius, Operations & Community Services Coordinator - West Elgin Recreation Survey Results

26

Recommendation:

That West Elgin Council hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: West Elgin Recreation Survey Results, for information purposes.

- 8.2.2. E. Jocius, Operations & Community Services Coordinator - Celebration and Commemoration Reopening Fund Grant Partnership 87**

Recommendation:

That West Elgin Council hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: Celebration and Commemoration Reopening Fund Grant Partnership with Dutton Dunwich; and

That West Elgin Council hereby supports West Elgin and Dutton Dunwich partnering for The Celebration and Commemoration Program Grant for COVID-19 Community Kindness

- 8.2.3. L. Gosnell, Manager of Operations & Community Services - Monthly Operations Update – December 2021 90**

Recommendation:

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

8.3. Clerk's

Recommendation:

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: TVDSB Trustee Distribution for 2022-2026; and

That West Elgin Council hereby supports the designation of Middlesex County by Board Resolution as a low population municipality; and

That West Elgin Council hereby supports the following Thames Valley District School Board Trustee Distribution for the 2022-2026 term:

- Two (2) Trustees representing Middlesex County
- Two (2) Trustees representing Oxford County
- Two (2) Trustees representing Elgin County
- Six (6) Trustees representing the City of London
- One (1) Indigenous Trustee appointed per Ontario Regulation 462/97; That the Mayor send advocacy letters to ensure equitable representation that balances the rural interests within the geography of the Thames Valley District School Board to the Minister of Education, the Honourable Stephen Lecce; the Minister of Municipal Affairs and Housing, the Honourable Steve Clark; and Elgin-Middlesex-London MPP Jeff Yurek; and That the same letter be sent to Thames Valley District School Board Trustee Chair Lori-Ann Pizzalato and the Director of Education Mark Fisher, requesting that a copy of this motion and letter be considered as correspondence at the next Board of Trustee's meeting, prior to the Board's decision with respect to the composition of the 2022-2026 Board of Trustees

9. Upcoming Meetings

- February 3, 2022 - Committee of the Whole - Budget #2 at 9:30 am
- February 10, 2022 - Council at 9:30 am
- February 14, 2022 - Four Counties Transit Committee - 8:30 am
- February 24, 2022 - Council at 9:30 am

10. Committee and Board Report

10.1.	Councillor Reports from Committees	
10.2.	West Elgin Community Centre Board of Management	97
	Recommendation: That West Elgin Council hereby endorses the recommendation from the West Elgin Community Centre Board of Management to establish a school rental rate for practices and all schools in Dutton Dunwich and West Elgin for use during non-prime time ice rental period at \$55 plus applicable taxes; and That staff be directed to amend the Fees and Charges By-law to reflect this new fee.	
10.2.1.	Minutes of December 15, 2021	98
10.3.	West Elgin Recreation Committee - Minutes of December 15, 2021	102
11.	Accounts	
	Recommendation: THAT the Mayor and Treasurer are hereby authorized to sign Payment Voucher #1A amounting to \$271,423.24 in settlement of General, Road, Water and Arena Accounts including EFT#4753-4785, online Payments# 856-858, cheque# 25848-25856 and Payroll PP01.	
12.	Correspondence	
12.1.	Four Counties Health Services - Thank You	105
12.2.	West Lorne Optimists - Road Closure Request	106
12.3.	Port Glasgow Yacht Club - Remediation Initiative for 16 mile Creek	107
13.	Council Inquires/Announcements	
13.1.	Notice of Motion	
13.2.	Statements/Inquires by Councillors	
13.3.	Matters of Urgency	

14. Confirming By-Law

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Recommendation:

That By-law 202-03 being a By-law to confirm the proceeding of the Regular Meeting of Council held on January 27, 2022, 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 February 10, 2022 or at the call of the Chair.



Municipality of West Elgin

Minutes

Council Meeting

January 13, 2022, 9:30 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main Street

West Lorne

Electronic Hybrid Meeting

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

Staff Present:
M. Badura, CAO/ Treasurer
J. Nethercott, Clerk
L. Gosnell, Manager of Operations & Community Services
J. Morgan-Beunen, Chief Building Official
Jeff McArthur, Fire Chief
Bryan Pearce

Due to the COVID-19 Pandemic and physical distancing requirements this meeting was held in a hybrid format.

1. Call to Order

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

2. Adoption of Agenda

Resolution No. 2022- 01

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

That West Elgin Council hereby adopts the Agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Court of Revision under Drainage Act

Resolution No. 2022- 02

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That Council proceed into Court of Revision for the Krause Drain at 9:31 a.m. pursuant to the *Drainage Act, R.S.O. 1990*.

Carried

5. Adoption of Minutes

Resolution No. 2022- 03

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That the Minutes of the Council meeting on December 16, 2021 be adopted as circulated and printed.

Carried

6. Business Arising from Minutes

None.

7. Staff Reports

7.1 Building

7.1.1 J. Morgan-Beunen, CBO - Building Activity Report December 2021

Resolution No. 2022- 04
Moved: Councillor Cammaert
Seconded: Deputy Mayor Leatham

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

Carried

7.2 Fire

7.2.1 J. McArthur, Fire Chief - Monthly Report - December 2021

Resolution No. 2022- 05
Moved: Councillor Rowe
Seconded: Councillor Tellier

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

Carried

7.3 Municipal Drains

7.3.1 T. Mohan, Drainage Superintended - Award Drain Tender – Krause Drain

Resolution No. 2022- 06
Moved: Deputy Mayor Leatham
Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Tom Mohan, Drainage Superintended re: Award Krause Drain Tender; and

That West Elgin Council hereby awards the tender to the lowest bidder McNally Excavating Ltd. In the amount of \$140,900.00 plus applicable taxes.

Carried

7.4 Planning

7.4.1 B. Pearce, Planner - Housekeeping Amendment to the Zoning By-law – Consideration to Proceed Request

Resolution No. 2022- 07

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Bryan Pearce, regarding Housekeeping Amendment to the Zoning By-law – Consideration to Proceed Request (Planning Report 2022-01);

And that West Elgin Council authorizes Administration to proceed with a Statutory Public Meeting for the housekeeping amendment, in order to solicit public consultation and bring back future recommendations for Council to make a decision.

Carried

7.5 Finance/Administration

7.5.1 M. Badura, CAO/Treasurer - COVID-19 Vaccination Policy Update

Resolution No. 2022- 08

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: COVID-19 Vaccination Policy Update; and

That West Elgin Council approves the amendments to HR 2.35 COVID-19 Vaccination Verification Policy as attached.

Carried

7.5.2 M. Badura, CAO/Treasurer & J. Nethercott, Clerk - Administration Monthly Update - December

Councillor Tellier inquired about the Office Renovations. CAO/Treasurer Magda Badura provided an update that due to COVID and some construction issues the renovation timeline has been extended into March

Resolution No. 2022- 09
Moved: Deputy Mayor Leatham
Seconded: Councillor Tellier

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

Carried

Council recessed at 10:39 a.m. and reconvened at 10:50 a.m.

8. Committee and Board Report

8.1 Councillor Reports from Committees

Councillor Tellier reported that the Branch 525 Working Group has met and have come up with some ideas to explore, one of which is moving the cenotaph.

Mayor McPhail reported that at the recent County Council meeting the tender was awarded for the refurbishment of the Clachan Road Bridge and that the County has been authorized by the Province for Community Paramedicine.

8.2 Four Counties Transit Committee

Councillor Rowe reported that at the Four Counties Transit meeting on Monday the 2021 year ended with approximately \$10,000 deficit which will be split between the parties based on ridership. At this meeting the 2022 Budget was approved, with an increase in the special trip fare to \$0.80 per km to reflect the cost.

8.2.1 Minutes of September 20, 2021

8.2.2 Draft Operating Agreement

8.3 Tri-County Water Board - Minutes October 26, 2021

8.4 Recreation Committee - Minutes of November 22, 2021

8.5 West Elgin Community Centre Board of Management - Minutes November 10, 2021

9. Accounts

Resolution No. 2022- 10

Moved: Councillor Rowe

Seconded: Councillor Tellier

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #1 amounting to \$ \$2,206,095.88 in settlement of General, Road, Water and Arena Accounts including EFT#44672-4752, online Payments# 837-852, cheque# 25828-25847 and Payroll PP25/26.

Carried

10. Correspondence

10.1 Ministry of Municipal Affairs and Housing - COVID Updates

10.2 Ministry of Municipal Affairs and Housing - Bill 13 and 276

10.3 AMO - Calls to Action

Resolution No. 2022- 11

Moved: Councillor Rowe

Seconded: Councillor Tellier

Whereas West Elgin's insurance premiums have doubled in past three (3) years;

And Whereas West Elgin passed a resolution of support for AMO's 7 recommendations with regards to reforming the Joint and Several Liability and the effect it has on Municipal Insurance premiums on February 27, 2019;

Now Therefore West Elgin Council hereby request that the Ford Government re-establish the priority for provincial action on the issue of Joint and Several Liability reform and that the Provincial Government work with AMO on a plan for resolution before the end of its current mandate and that this resolution be forwarded to the Honourable Doug Downey, Attorney General, the Minister of Municipal Affairs and Housing, the Honourable Steve Clark as well as AMO President Jamie McGarvey.

Carried

10.4 City of Sarnia - Catch and Release Justice

10.5 Elgin County Land Division - No appeals - Severance Application E86-21

10.6 Port Glasgow Yacht Club - Response to Correspondence

10.7 Elgin Group Police Services Board - Reappointment of Community Representative

Resolution No. 2022- 12

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

That West Elgin Council hereby reappoints Ida McCallum as the community representative to the Elgin Group Police Services Board from Western Elgin until such time as the Ministry approves the new Board composition.

Carried

10.8 Outdoor Ice Rink Proposal

Resolution No. 2022- 13

Moved: Councillor Rowe

Seconded: Councillor Tellier

West Elgin Council hereby direct staff to explore options and requirements for an outdoor rink and report back to them as part of the 2022 budget deliberations.

Carried

11. Council Inquires/Announcements

11.1 Notice of Motion

None.

11.2 Statements/Inquires by Councillors

Mayor McPhail stated that he would be meeting with MP Karen Vecchio on January 28 and if Council had any issues they wanted to see brought forward please let him know.

11.3 Matters of Urgency

None.

12. Up Coming Meetings

- January 20 - Committee of the Whole Budget Meeting #1 at 9:30 am

- January 25 - Tri-County Water Board Meeting at 7 pm
- January 27 - Council at 9:30 am
- February 3 - Committee of the Whole Budget Meeting #2 at 9:30 am

13. By-Laws

13.1 2021-71 - Final Reading of Krause Drain

Resolution No. 2022- 14

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That By-law 2021-71 being A By-Law to provide for the Krause Drain in the Municipality of West Elgin, be read a third and final time.

Carried

13.2 2022-01 - Appoint Committee of Adjustment

Resolution No. 2022- 15

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That By-Law 2022-01 being a By-Law to Constitute and Appoint a Committee of Adjustment for the Municipality of West Elgin, be read a first, second and third and final time.

Carried

14. Confirming By-Law

Resolution No. 2022- 16

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That By-law 2022-02 being a By-law to confirm the proceeding of the Regular Meeting of Council held on January 13, 2022, be read a first, second and third and final time.

Carried

15. Adjournment

Resolution No. 2022- 17

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That the Council of the Municipality of West Elgin hereby adjourn at 11:41 to meet again at 9:30 a.m. on January 27, 2022 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk



Municipality of West Elgin

Minutes

Committee of the Whole Meeting

January 20, 2022, 9:30 a.m.
West Elgin Community Complex - Hybrid Meeting
160 Main Street
West Lorne
Electronic Hybrid Meeting

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

Staff Present:
M. Badura, Treasurer
J. Nethercott, Clerk
L. Gosnell, Public Works Superintendent
Jeff McArthur, Fire Chief

1. Call to Order

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

2. Adoption of Agenda

Moved: Councillor Rowe

Seconded: Councillor Cammaert

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

Carried

3. Disclosure of Pecuniary Interest

None.

4. Presentation on Draft 2022 Budget

CAO/Treasurer Magda Badura presented a PowerPoint presentation on the draft 2022 Budget. Current tax rate increase sits at 2.36%. Staff members presented each departments budget.

Recess at 11:24 a.m. and reconvened at 11:36 a.m.

Direction provided to staff to return to the February 3, 2022 Committee of the Whole meeting with information on Water and Sewer Rate changes and a list of cemeteries manages by the Municipality.

5. Adjournment

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Committee of the Whole hereby adjourn at 1:32 p.m. to meet again at 9:30 a.m. on February 3, 2022 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk



Staff Report

Report To: Council Meeting
From: Bryan Pearce, Planner
Date: 2022-01-27
Subject: Consent Application E5-22 – Comments to County of Elgin (Planning Report 2022-02)

Recommendation:

That West Elgin Council hereby receives the report from Bryan Pearce, Planner, regarding the consent application, File E5-22 – Comments to County of Elgin (Planning Report 2022-02);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for the consent application, File E5-22, subject to the Lower-Tier Municipal conditions in Appendix Two of this report;

And further that West Elgin Council directs Administration to provide this report as Municipal comments to the County of Elgin.

Purpose:

The purpose of this Report is to provide Council with recommendations related to authorizing municipal comments to the County of Elgin regarding County of Elgin Consent Application E5-22, as Elgin County is the planning approval authority for consents.

The purpose of the application is to facilitate the residential lot creation within the hamlet of Eagle.

Background:

Below is background information from the application, in a summary chart:

Application	E5-22
Owner	Marilyn Ott
Applicant	Same as owner
Legal Description	Part Lot 19, Concession 12
Civic Address	9440 Graham Road
Entrance Access	Graham Road
Water Supply	Publicly owned and operated piped water system
Sewage Supply	Privately owned and operated individual septic tank
Existing Land Area	1.22 ha (3.01 ac)

Below is the detailed dimensions and land areas of the application, in a chart:

Application	Severed Parcel			Retained Parcel		
	Frontage	Depth	Area	Frontage	Depth	Area
E5-22	21.86 m (71.73 ft)	68.67 m (225.30 ft)	0.15 ha (0.37 ac)	153.47 m (503.50 ft)	68.67 m (225.29 ft)	1.07 ha (2.64 ac)

The Public Hearing is scheduled for February 23, 2022 at the Elgin County Land Division Committee Meeting.

Figure One below, depicts the existing parcel of the Ott Lands.



The severed and retained parcels for E5-22 are shown in a consent sketch, is attached to this report as Appendix One for reference purposes. There are abilities to further subdivide the proposed retained parcel into rural residential lots, should the Owner wish to proceed in the future, as Planning Staff has further detailed with the Owner of the lands.

Financial Implications:

None. Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended time to time.

Policies/Legislation:

Planning authorities must have regard to matters of Provincial interest, the criteria of the *Planning Act*, be consistent with the Provincial Policy Statement (PPS) and does not conflict with Provincial Plans. Within the Municipality of West Elgin, they must also make decisions that conform to the County of Elgin Official Plan (CEOP) and Municipality of West Elgin Official Plan (OP) and make decisions that represent good land use planning.

With regard to this proposal involving severances, the Planning Authority is the County of Elgin Land Division Committee, wherein the Municipality provides agency comments to the County of Elgin as part of their decision-making process.

PPS:

Lot creation is permitted within the Settlement Areas in accordance with Section 1.1 of the PPS.

The proposal appears to be consistent with the PPS.

CEOP:

The subject lands are designated Tier II Settlement Areas on Schedule 'A' Land Use in the CEOP, wherein detailed land use designations are provided within the OP.

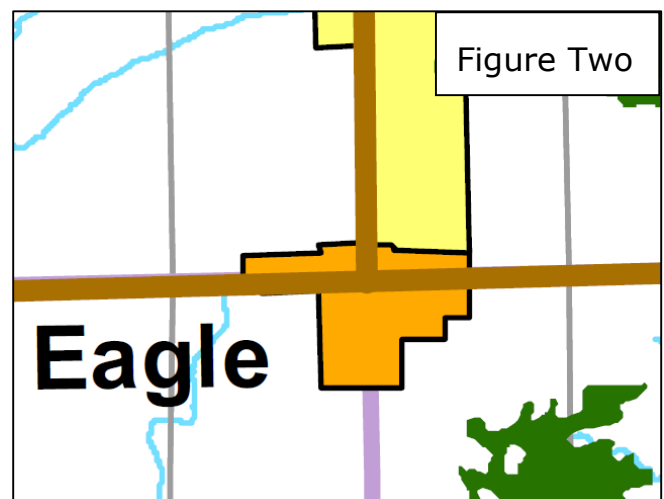
New lot creation policies of the CEOP contained under Section E1.2.3.1, has 13 criteria listed and would appear to be achieved with this proposal will be partially serviced, will not affect drainage patterns in the area, and entrance access to the lands can be obtained through Graham Road.

Therefore, this proposal appears to conform to the CEOP.

OP:

The subject lands are designated as Hamlet and Rural Residential, as shown on Rural Area Land Use and Transportation Plan Schedule 'E' of the OP, as shown on Figure Two, with the orange colour being the Hamlet designation and the yellow colour being the Rural Residential designation. The proposed severed parcel would be in the Hamlet designation and the retained parcel would be in the Rural Residential designation.

The Hamlet designation permits primarily single unit dwellings as well as some secondary uses of small-scale commercial, industrial, institutional and recreational uses and home occupations with limited servicing needs.



The Rural Residential designation permits primarily single unit dwellings on large lots and secondary uses of home occupations.

Lot creation polices under Section 10.4.1 of the OP, allows for severance (consent) applications to be the method utilized since no infrastructure is warranted with this proposed development and is in compliance with the criteria of Section 51(24) of the *Planning Act*.

Therefore, this proposal appears to conform to the OP.

Municipality of West Elgin Comprehensive Zoning By-law 2015-36 (ZBL):

The subject lands are zoned Hamlet (HR) and Rural Residential (RR) on Schedule E and Schedule A, Map 70 of the ZBL, as depicted in Figure Three to the right.

The proposed new lot would be within the Hamlet (HR) Zone at the southern portion of the subject lands. The HR Zone requires a minimum lot frontage of 25 metres and a minimum lot area of 1000 square metres. As the proposed severed parcel is 21.862 metres of frontage and 1,502.75 square metres, relief will be required for the minimum lot frontage, as a condition of consent. The existing site location of the dwelling and garage on the severed parcel would comply to the zoning provisions.



The proposed retained parcel would be within the Rural Residential (RR) Zone and would comply with the zoning provisions.

Therefore, it would appear that the proposal would comply with the ZBL, subject to relief being obtained.

Interdepartmental Comments:

The consent application was circulated to municipal staff for comment, the following comments were received:

- Drainage Department
 - This property is assessed into 2 Municipal Drains – Staddon and Mumford Drains.
 - The proposed severed parcel, according to information in the drainage reports, has its own roll number and was assessed separately for the Staddon Drain.

- For the Mumford Drain this property was re-apportioned in 1997 to create 2 lots to the north. In the same apportionment the proposed severed lot was also separately apportioned under its own Roll Number.
- Since the proposed new lot will be smaller than what the records show an adjustment may have to be made to balance the drainage assessment.
- Building Department
 - The applicants will require a septic inspection by the Building Department to view location and working order of the existing system. Please have the applicants contact the Chief Building Official to coordinate a site visit with their licensed sewage system installer when weather permits to view the system.

Planning Staff notes that this can be addressed as a condition of consent by being re-apportioned and septic inspection and assessment being completed for the lands.

No other department comments were received.

All recommended lower-tier municipal conditions have been compiled within Appendix Two of this report.

Summary:

Therefore, it is Planning Staff's opinion that the proposed lot creation consent, would appear to be consistent with the PPS, conforms to the CEOP and conforms to the OP, complies with the ZBL (subject to relief); and that Council recommends to the County of Elgin that the consent be approved, subject to the lower-tier municipal conditions listed in this report.

The County of Elgin, as the Planning Approval Authority, will have to review the application accordingly against the planning documents (PPS, CEOP, OP and ZBL) and obtain comments from the other agencies and members of the public through the public consultation process, as part of their decision-making on the planning application.

Respectfully Submitted,

Bryan Pearce, HBA, CPT, MCIP, RPP
Planner
Municipality of West Elgin

Report Approval Details

Document Title:	Consent Application E5-22 - Comments to Elgin County - 2022-02-Planning.docx
Attachments:	<ul style="list-style-type: none">- Planning Report 2022-02 - Appendix One - Consent Sketch E5-22.pdf- Planning Report 2022-02 - Appendix Two - West Elgin Conditions E5-22.pdf
Final Approval Date:	Jan 25, 2022

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

Jana Nethercott

PLANNING REPORT 2022-02
APPENDIX ONE:
CONSENT SKETCH - E5-22

SKETCH FOR PROPOSED SEVERENCE
PART OF LOT 19
CONCESSION 12
(GEOGRAPHIC TOWNSHIP OF ALDBOROUGH)
IN THE
MUNICIPALITY OF WEST ELGIN
COUNTY OF ELGIN
NOT TO SCALE

SUBJECT PROPERTY SUBJECT TO EASEMENTS
AS SET OUT IN INSTRUMENTS E140457 AND E140457

LEGEND

DENOTES	CATCH BASIN
DENOTES	SIGN
DENOTES	UTILITY POLE
- DENOTES	FENCE
DENOTES	OVER HEAD WIRES
- DENOTES	FLAGGED UNDERGROUND GAS

[illegible]

**SOUTH WESTERN
SURVEYING LTD.**

21-040SKETCH

Planning Report 2022-02: Appendix Two

Consent Application E5-22 – West Elgin Conditions

Consent Application E5-22 Conditions:

1. That the Applicant meet all the requirements, financial and otherwise of the Municipality, to the satisfaction and clearance of the Municipality.
2. That the Applicant provides a description of the lands to be severed which can be registered in the Land Registry Office, to the satisfaction and clearance of the Municipality.
3. That the Applicant's Solicitor provides an undertaking to the Municipality, to provide a copy of the registered deed for the severed parcel once the transaction has occurred to the Municipality.
4. That the Applicant shall make payment of cash-in-lieu of applicable parkland dedication pursuant to Section 51.1 of the *Planning Act*, to the satisfaction and clearance of the Municipality.
5. That the Applicant successfully apply to the Municipality for a Minor Variance/Zoning By-law Amendment for the severed parcel and having such relief/rezoning of the Zoning By-law come into full force and effect pursuant to the Planning Act, to the satisfaction and clearance of the Municipality.
6. That the Applicant have a drainage reapportionment completed pursuant to the *Drainage Act*, to the satisfaction and clearance of the Municipality.
7. That the Applicant shall have a septic system assessment be completed by a qualified individual, on the proposed severed parcel to ensure that the existing privately owned and operated septic system is in working order and proper location and complete any improvements necessary, through a septic inspection, to the satisfaction and clearance of the Municipality.
8. That the Applicant shall have a septic system assessment be completed by a qualified individual, on the proposed retained parcel to ensure that the lands are suitable for a privately owned and operated septic system, to the satisfaction and clearance of the Municipality.
9. That the Applicant's Solicitor provide a request for clearance of conditions to the Municipality, demonstrating how all the conditions of consent has been fulfilled, to the satisfaction and clearance of the Municipality.
10. That prior the final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
11. That all conditions noted above shall be fulfilled within two years of the Notice of Decision, so that the County of Elgin is authorized to issue the Certificate of Consent pursuant to Section 53(42) of the *Planning Act*.



Staff Report

Report To: Council Meeting
From: Emily Jocius, Operations & Community Services Coordinator
Date: 2022-01-27
Subject: West Elgin Recreation Survey Results

Recommendation:

That West Elgin Council hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: West Elgin Recreation Survey Results, for information purposes.

Purpose:

The purpose of this report is to provide West Elgin Council with the Recreation Survey results and how the results will assist in the designing and redesigning of recreation programs for the community.

Background:

The West Elgin Recreation Committee directed staff in early November to put out a survey to assist in budget planning.

The Survey was made public on December 10, 2021, and closed January 01, 2022. 56 patrons participated in the survey. The attached PowerPoint provides details on the results of the survey and what activities and improvement can be done to increase recreation in West Elgin.

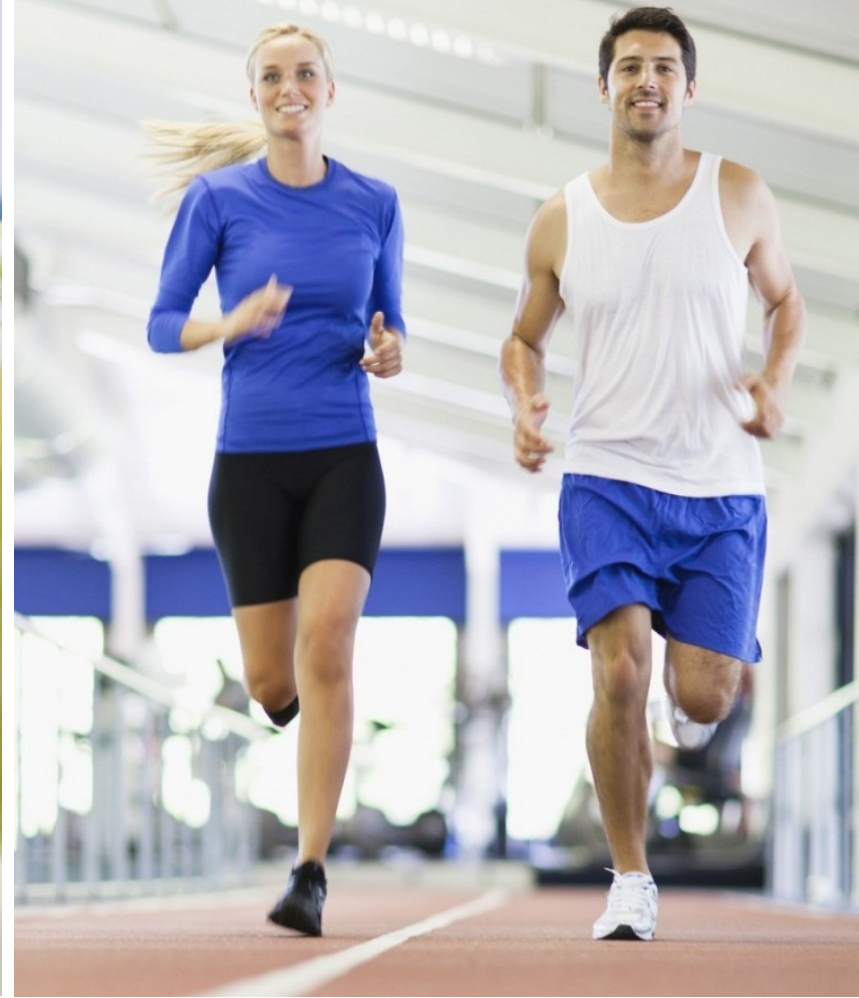
The West Elgin Recreation Committee viewed the Survey at the January 19th meeting. The Recreation Committee direct staff to revisit the survey at the February 16th meeting at which time the Committee and Staff will be creating a Work Plan that supports findings from the recreation survey including immediate, short and long terms goals for recreation in West Elgin. Once the Work Plan is established it will be reported to council for further information.

Report Approval Details

Document Title:	West Elgin Recreation Survey - 2022-11-Operations Community Services.docx
Attachments:	- West Elgin Recreation Survey.pptx
Final Approval Date:	Jan 25, 2022

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

Jana Nethercott



WEST ELGIN RECREATION SURVEY

2022

PURPOSE

- Gauge community interest in sports and recreation
- Find weak points in current recreational programming
- Assist in budget planning process
- Assist Parks and Recreation staff in developing programs that increase physical activity, are community orientated, and work for all ages.
- Provide the community with a voice on programming opportunities

BACKGROUND INFORMATION

- The West Elgin Recreation Committee asked staff to gauge community interest in parks and recreation for budget and program planning in 2022.
- Survey was available to the public as of December 10 and ran until January 1, 2022.
- The survey was completed by 56 residents.

Additional sport and recreation information is cited through -

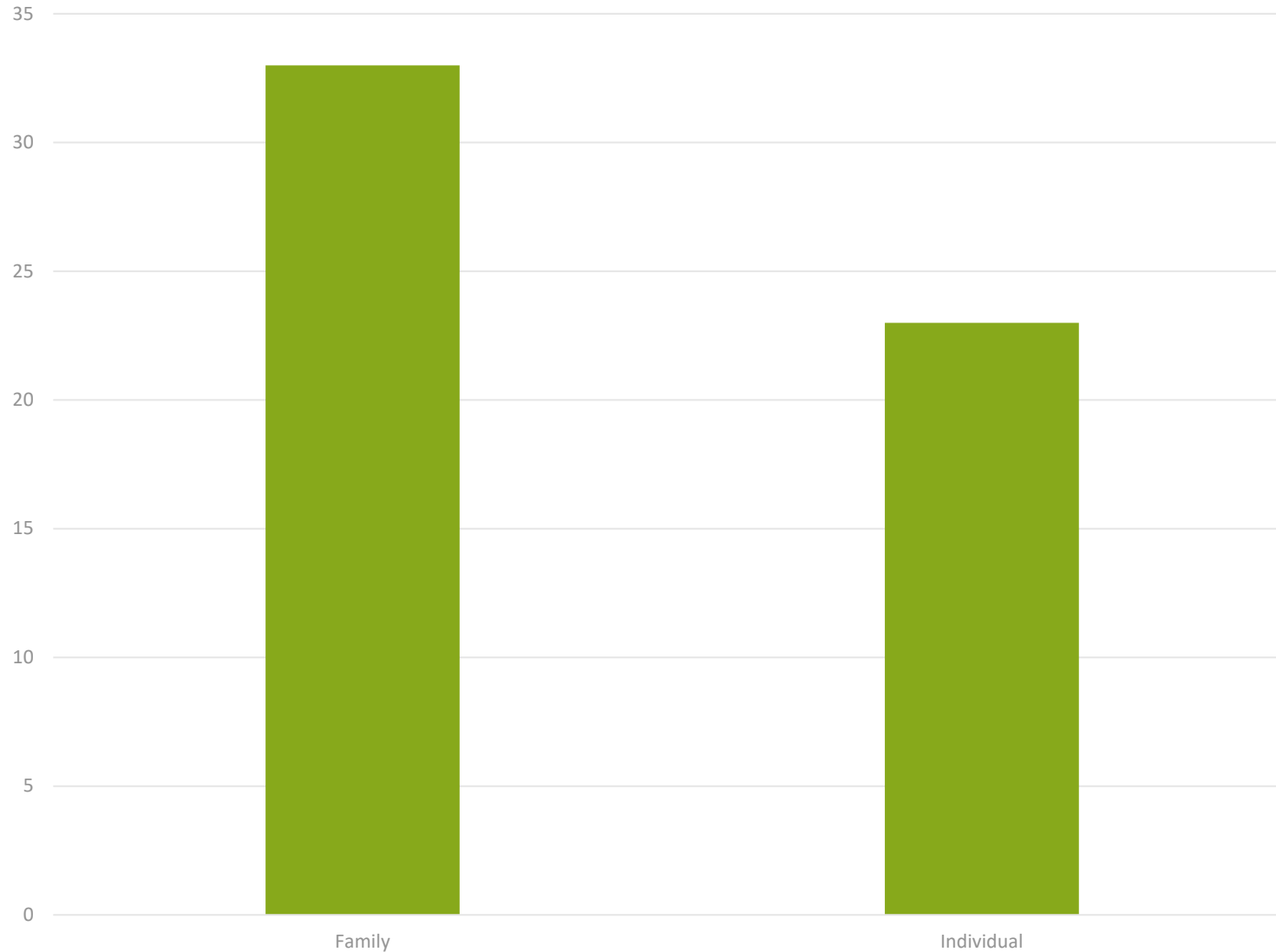
1. Participaction
2. Sport for Life



WEST ELGIN RECREATION SURVEY

DATA

Survey Completed by individual or family

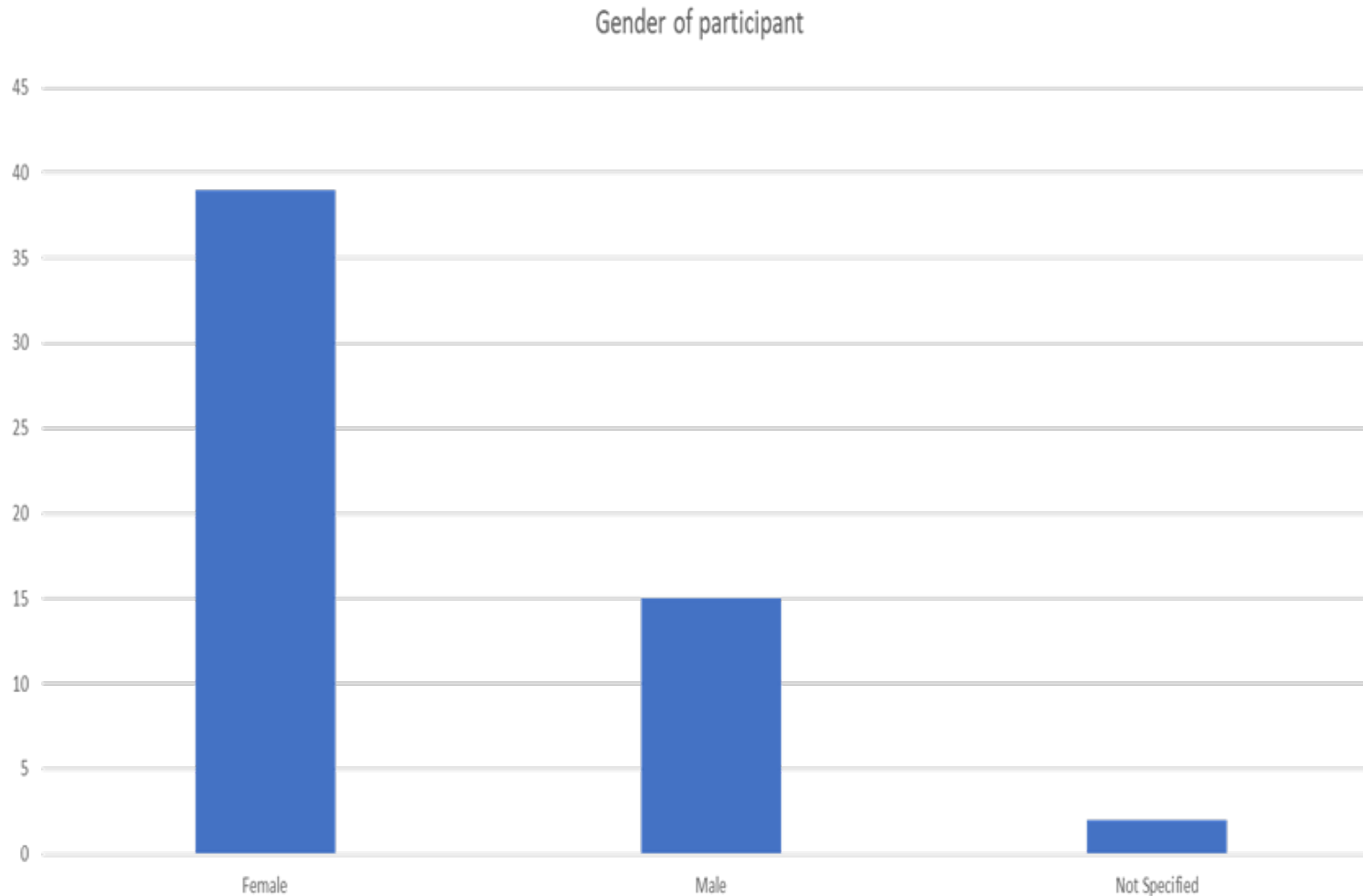


SURVEY COMPLETED BY ?

Recreation starts at home and can be influenced on an individual or family basis. To encourage recreation in the community, we need to design programs that can encompass individual goals through sport or fitness levels as well as family goals.

Family goals may look different than individual goals, such as healthy eating, different socialization levels, or a place to make new friends. While individual goals could look like cooking for one, making new friends, and learning new skills to live alone.

Family programs will encourage all age ranges to participate, while individual programs will be based on set age groups to help build age-appropriate skills.



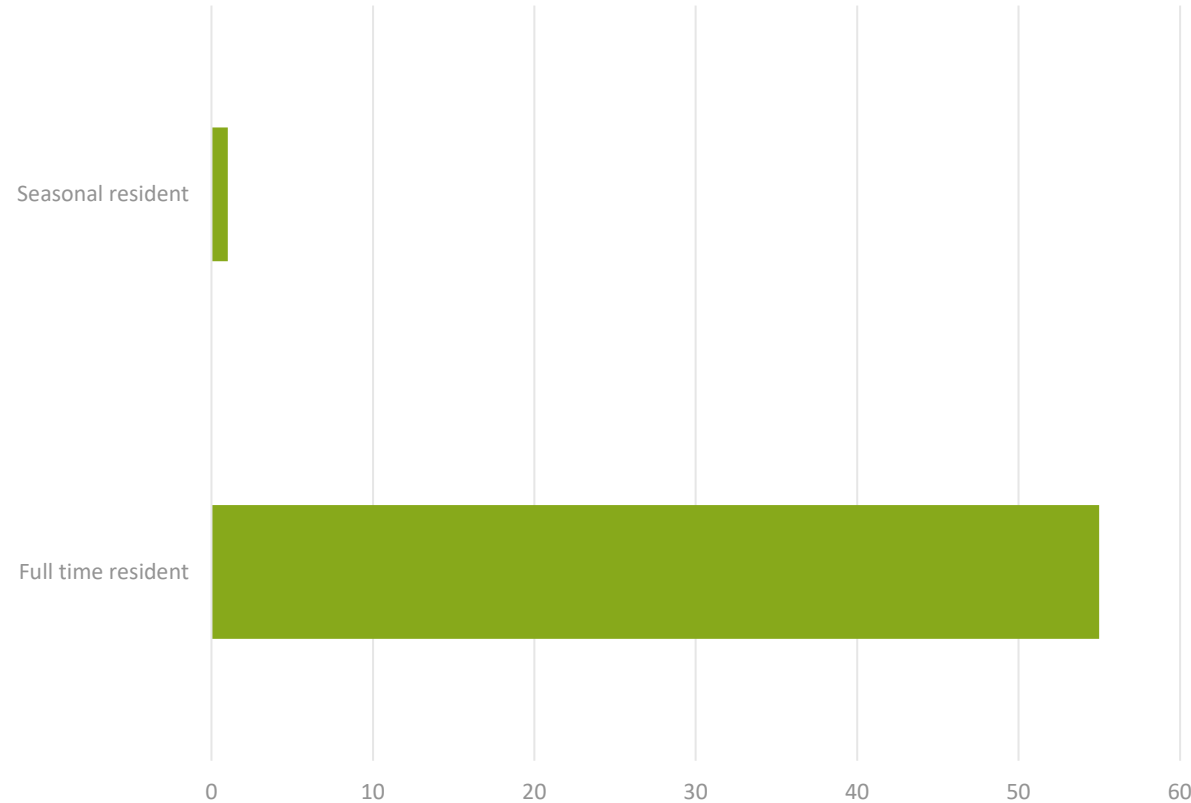
WHO'S PARTICIPATING ?

Gender of participant was asked based on competitive sports. Sport is regularly separated based on gender due to performance levels.

Co-ed Sports and recreation activities are encouraged and follow a slightly different rule set.

Programs that encourage all persons to participate should be the focus. Sport specific and aged based programming will develop once sedentary behaviors are reduced.

Are you a resident of the municipality?

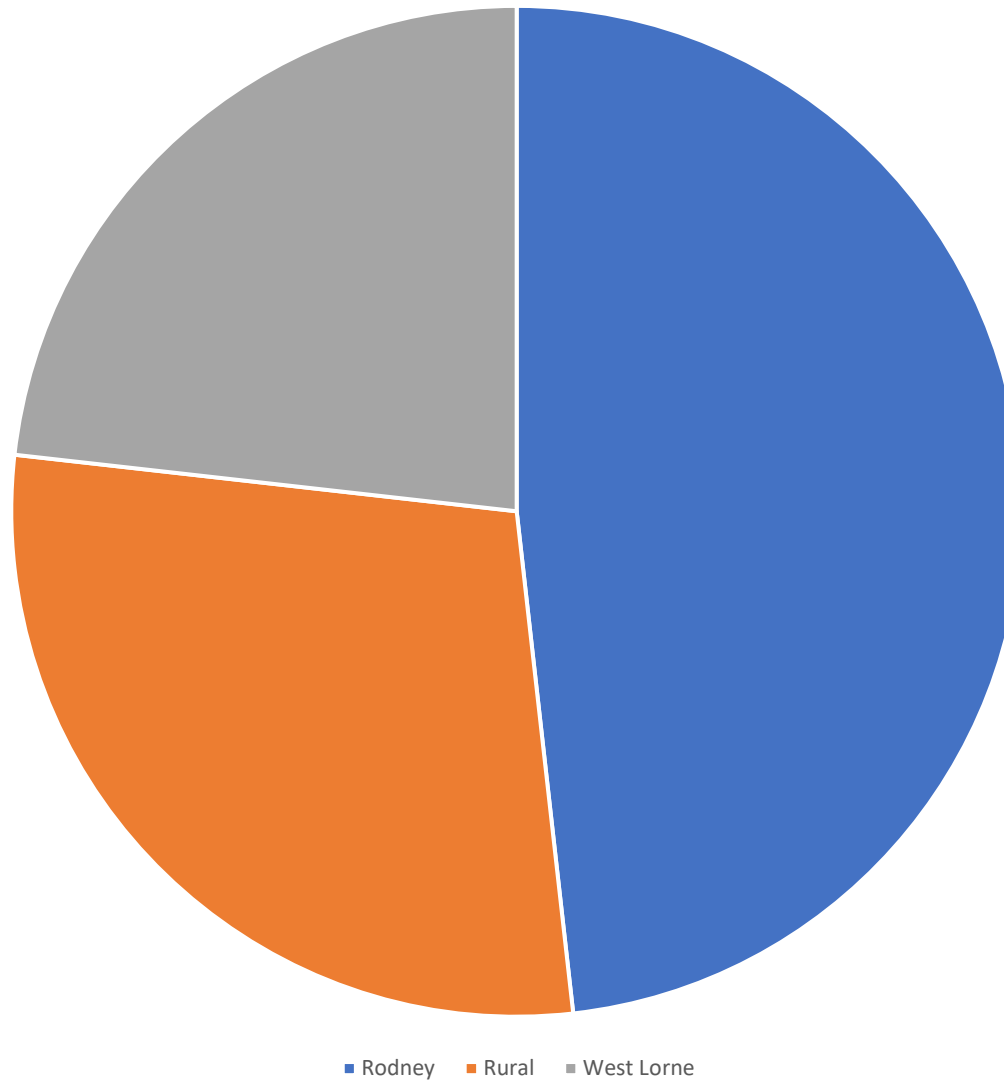


GEOGRAPHIC LOCATION

The main demographic area we are serving is the Municipality of West Elgin.

Gearing programs to all residents, including seasonal residents, will support an economic increase for local business and organizations as it will encourage patrons to stay local.

What area do you live in ?



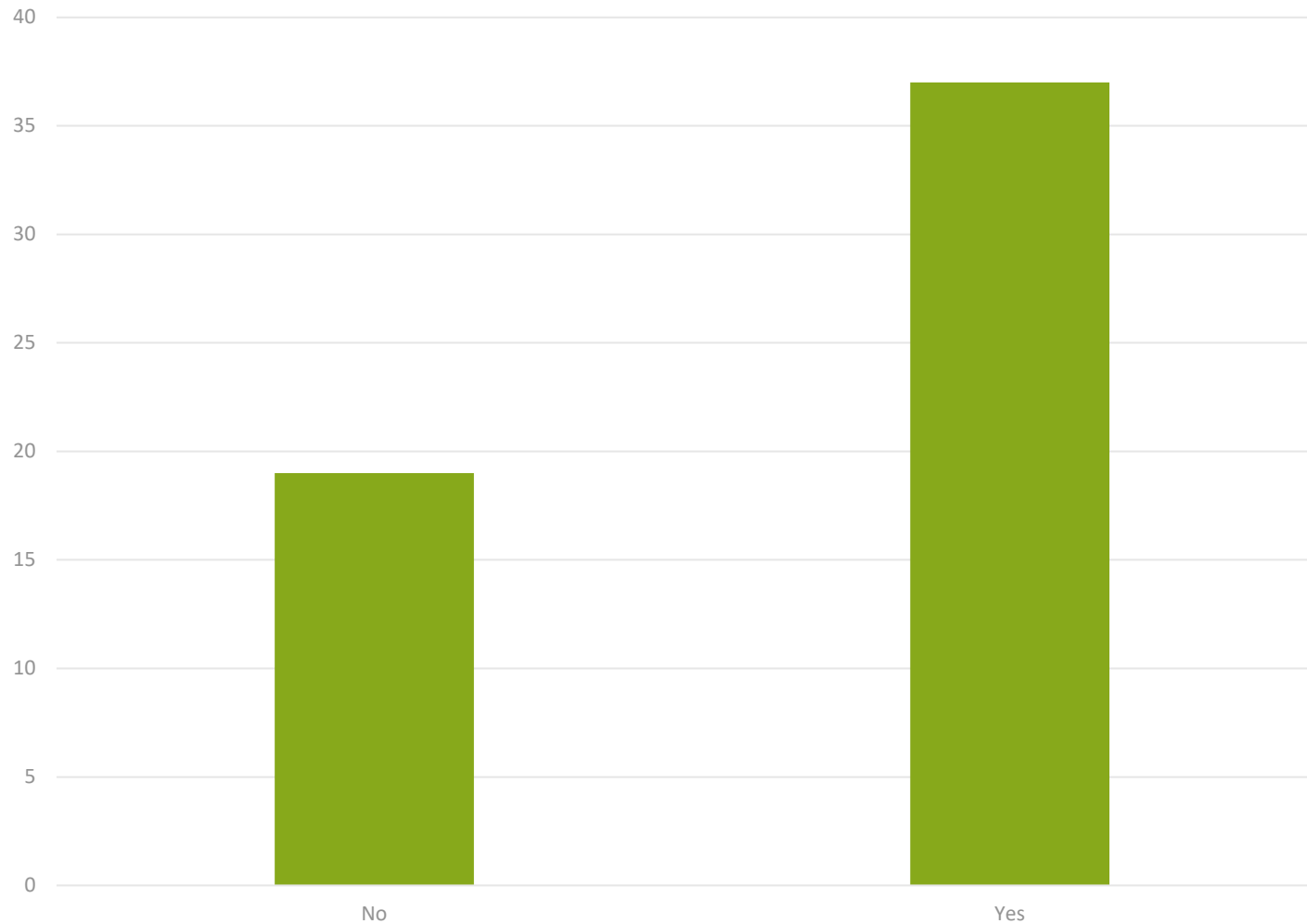
GEOGRAPHIC LOCATION

For the purpose of this survey, we broke it down into two towns and the rural area. Living in town or rural areas has an impact on access to recreation. The 12 determinates of health are one way we can gauge program development. By including the determinates below, we can successfully create programing that builds on creating a welcoming environment, addressing food insecurities, promotes social inclusion and healthy childhood development. (Social Determinate of Health and Health Inequalities , 2020)

- Income and social protection
- Education
- Working life conditions
- Employment conditions
- Food security
- Environment
- Childhood development
- Social inclusion
- Structural conflict
- Access to health services

All determinates play a role in who is participating in recreation and leisure in the community and how they view the importance of recreation in the community.

Have you considered donating or volunteering for recreation in your community?



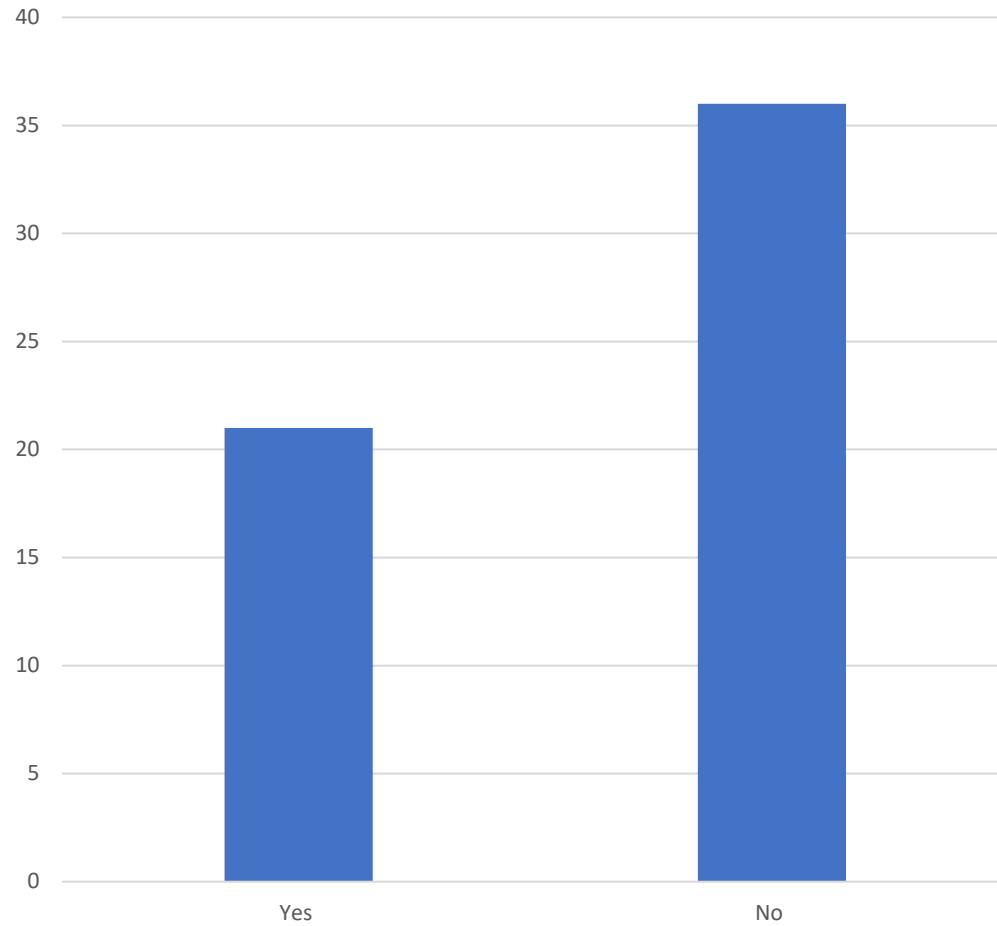
VOLUNTEERING

Volunteering is more than just getting the required 40 hours to graduate. Volunteering provides a platform for individuals to

- Gain confidence and work on self-esteem
- Make a difference in the local community
- Socialization
- Become part of something
- Learn new skills
- Take on a different challenge
- Have fun

Volunteering for events and programs will improve the outlook of recreation and leisure activities in the local community.

Do you currently achieve the daily recommended level of physical activity per week?



RECOMMENDED LEVELS

Early Years 0-4 (24- Hour Movement Guidelines, 2021)

- infants (30 minutes of active movement)
- Toddlers (180 minutes spent in a variety of physical activities)
- Preschool (180 minutes of movement with 60 minutes of energetic play)

Children & youth 5-17 years

- 60 minutes of moderate to vigorous physical activity at least 3 days a week

Adult 18-64 years

- At least 150 minutes of moderate to vigorous aerobic physical activities a week
- Muscle strengthening activities using major muscles 2/week

Adults/ older adults 65 plus years

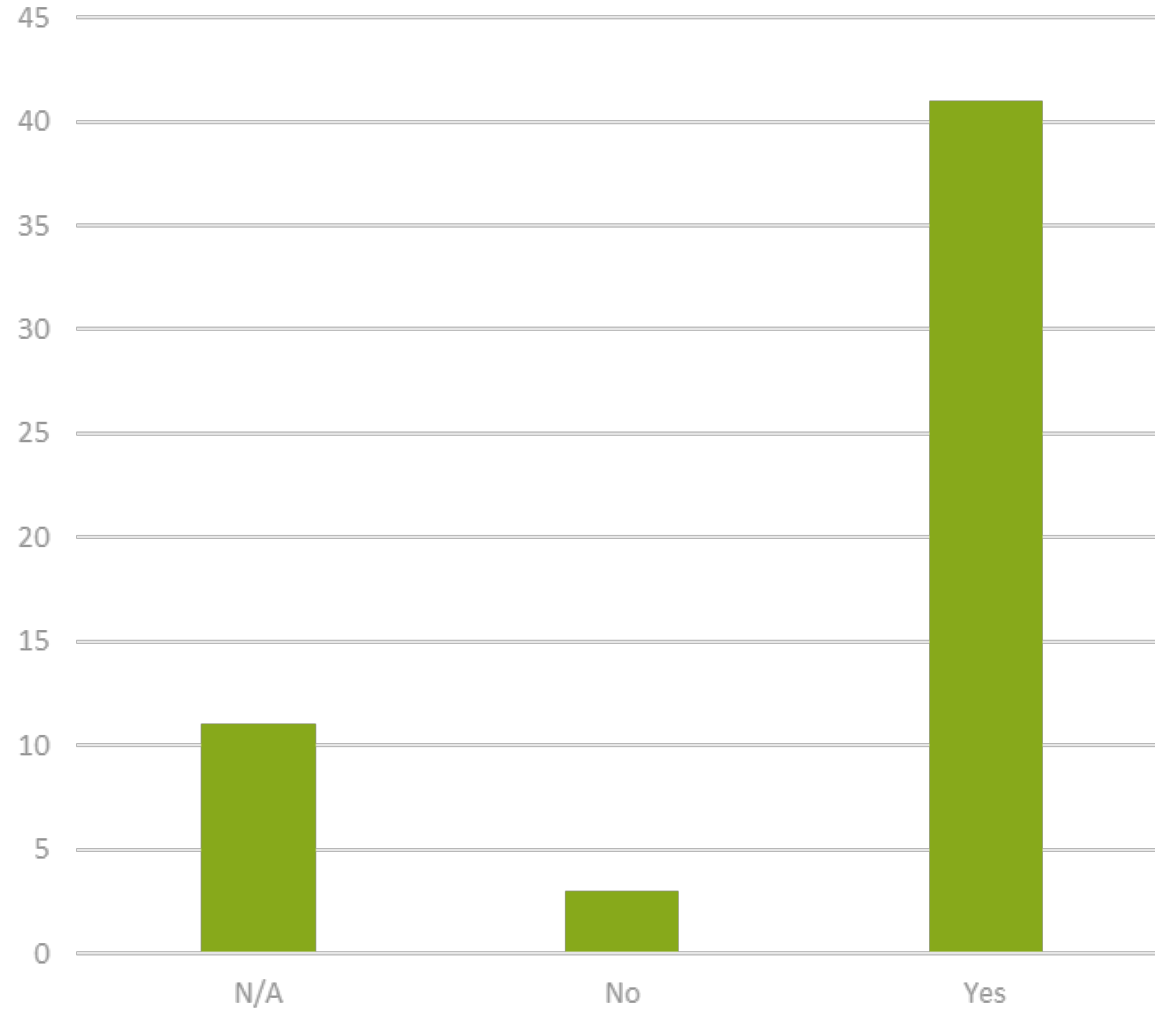
- Moderate to vigorous aerobic physical activities for at least 150 minutes per week
- Muscle strengthening activities using major muscles 2/week
- Physical activity that challenge balance
- Focus on light physical activities throughout the week

Achieving the recommended level of physical activity per week is hard due to lack of

- Skill
- Program availability
- Time
- Not knowing where to start.

Programs that are fun and assist all age groups to achieve the recommended physical activity level should be prevalent.

Would you like to see an alternate use of community facilities to maximize use.



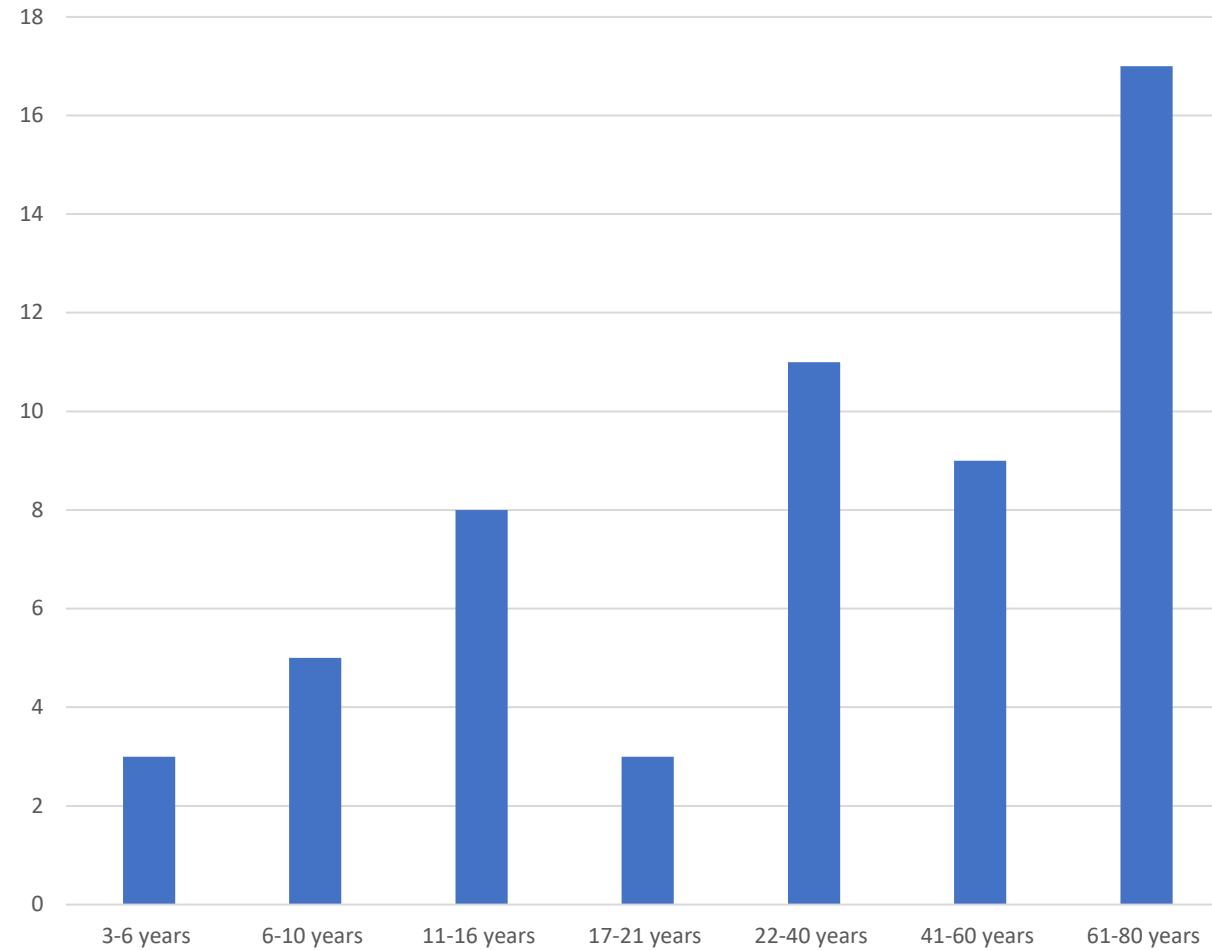
ALTERNATE USE

Maximizing use of the facilities will help reduce the cost to all taxpayers for the upkeep of our facilities.

Programs to help maximize the use could include

- Cooking classes
- CPR course
- Fitness classes
- Babysitting course
- Mental wellness course
- Art classes
- 'Learn to' programs

Age of individual or average age of family participating in leisure or recreation activities in the community.

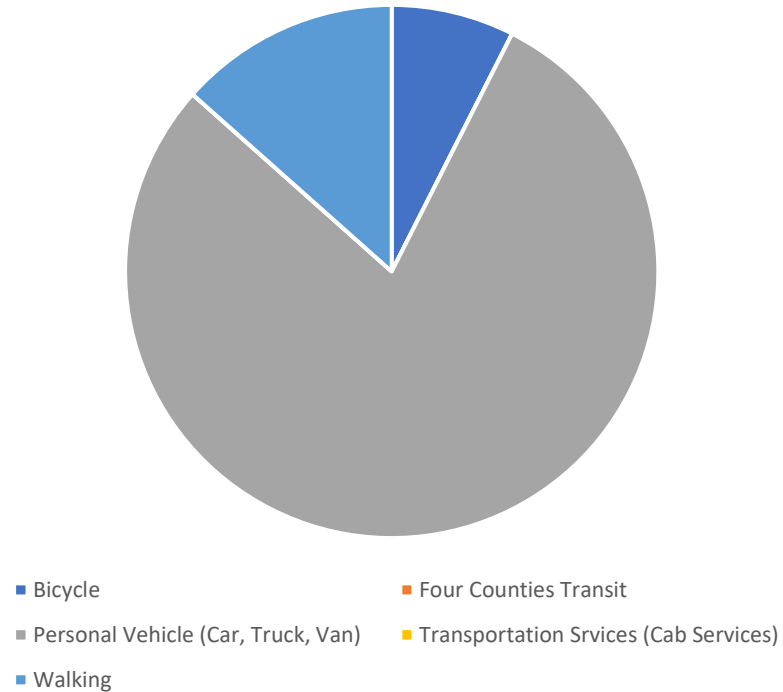


AGE OF INDIVIDUAL

Age is a factor when designing programming as it will influence

- Skill level
- Ability to complete movements
- Involvement in the community
- Program specific design

What is your main mode of transportation to events in the municipality ?



TRANSPORTATION

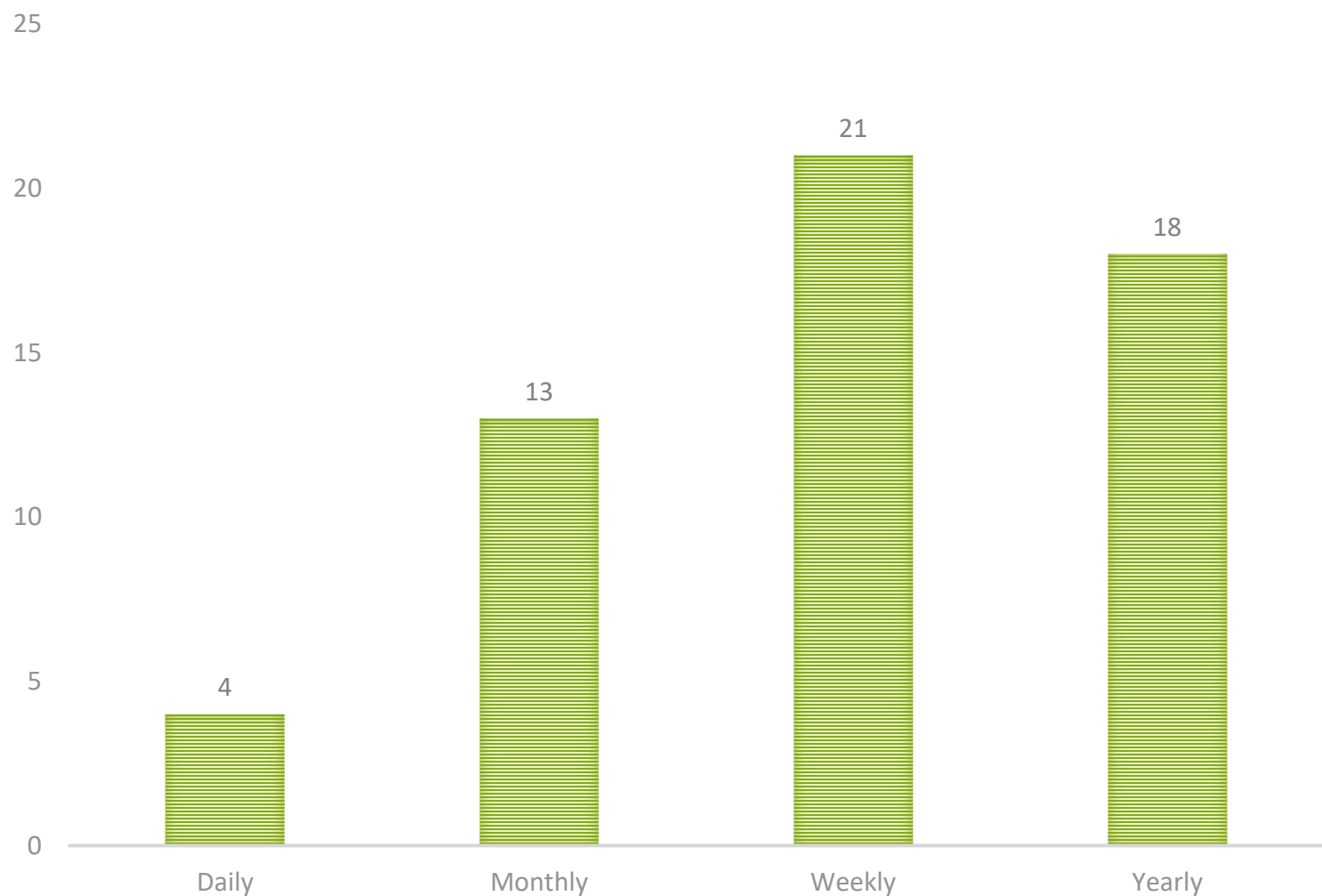
If an individual lives in town, there is a higher chance of participation in programming as the program is more accessible by walking or using active transportation.

When living in the rural portion of the Municipality, program participation will depend on alternative factors such as cost, timing, and program availability.

As we encourage and look at expanding programs, Active Transportation should be encouraged as this will increase physical activity and lower individual carbon footprint.

It is very important to look at transportation as a possible barrier to recreation in our community.

HOW OFTEN DO YOU VISIT THE RECREATIONAL SPACES IN WEST ELGIN.



FACILITY USAGE

On average

7.1 % visit daily

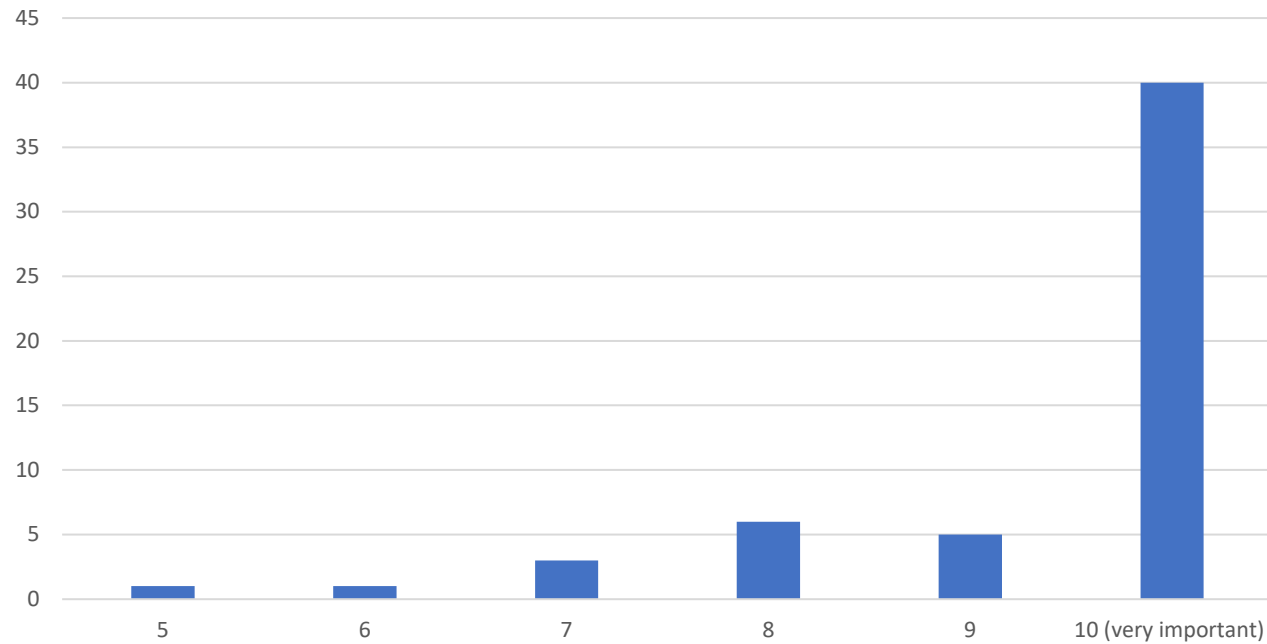
23.2 % visit Monthly

37.5 % Visit weekly

32.2 % Visit Yearly.

To increase usage at the facilities, more programming would be needed to increase the daily and weekly possibilities and decrease yearly visits.

On a scale of one to ten, how important is healthy living ? One being not at all and Ten being very important.



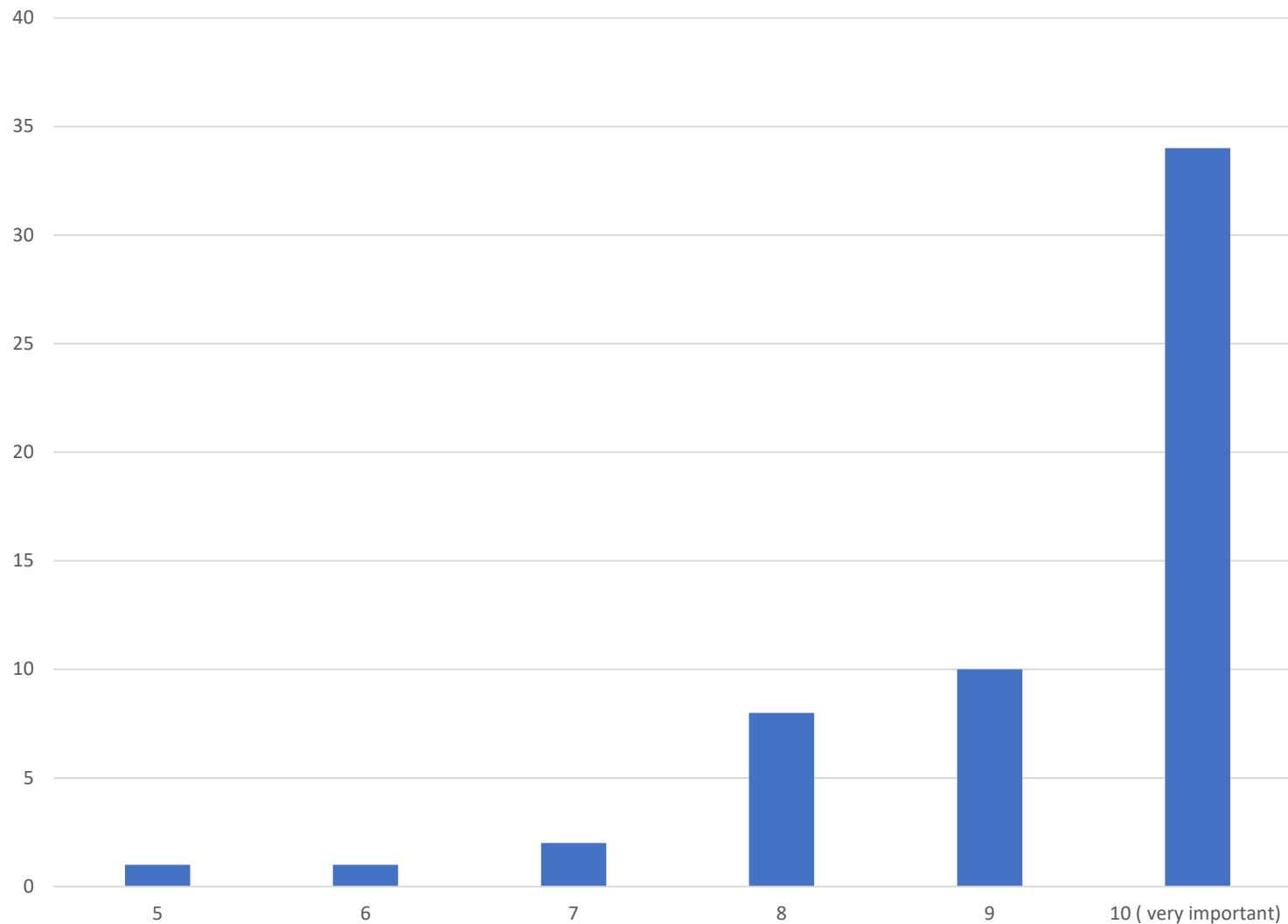
Definition:

healthy living refers to the practices of population groups that are consistent with supporting, improving, maintaining and/or enhancing health. as it applies to individuals, healthy living is the practice of health enhancing behaviors, or put simply living in healthy ways. (healthy living , 2021)

Healthy living is a practice to change health behaviors and become healthier. This can be achieved through recreation programs that support

- Socialization
- Physical activity
- Methods to express
- Education
- Access to services

On a scale of one to ten, how important is healthy eating? One being not at all and Ten being very important.



definition of healthy eating
be mindful of eating habits
cook more often
enjoy your food
eat meals with others (Canadas's food guide , 2020)

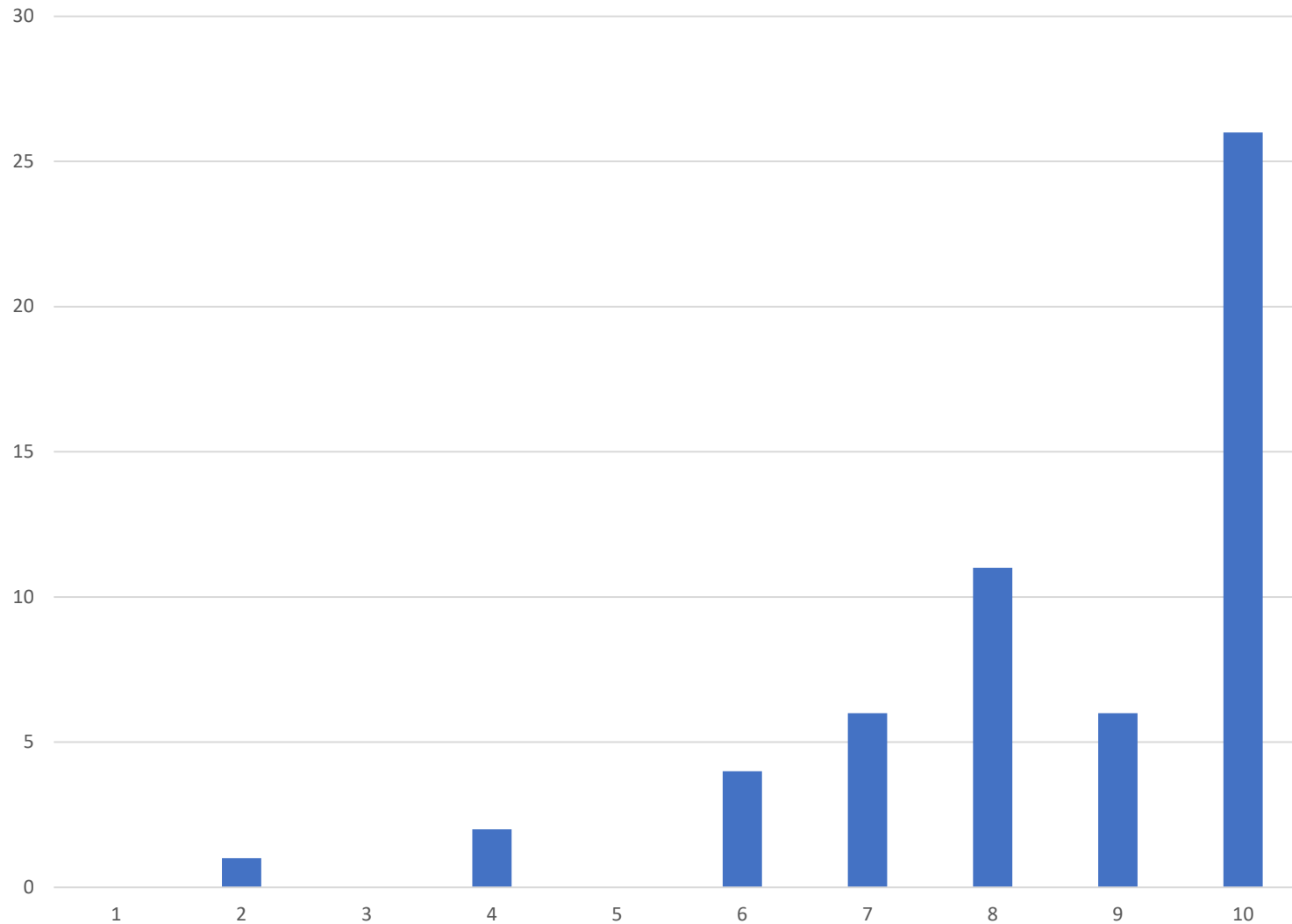
As per the Canadian Food Guide all factors are important when improving one's health. Programs designed to help influence healthy eating will improve the community's participation.

Class Ideas

- How to cook for one
- Making healthy choices
- Kids cooking
- Learn to cook
- Dinning on a budget

Programs can be completed in a virtual format.

On a scale of one to ten, how important is recreation to you/ family ? One being not at all and Ten being very important.

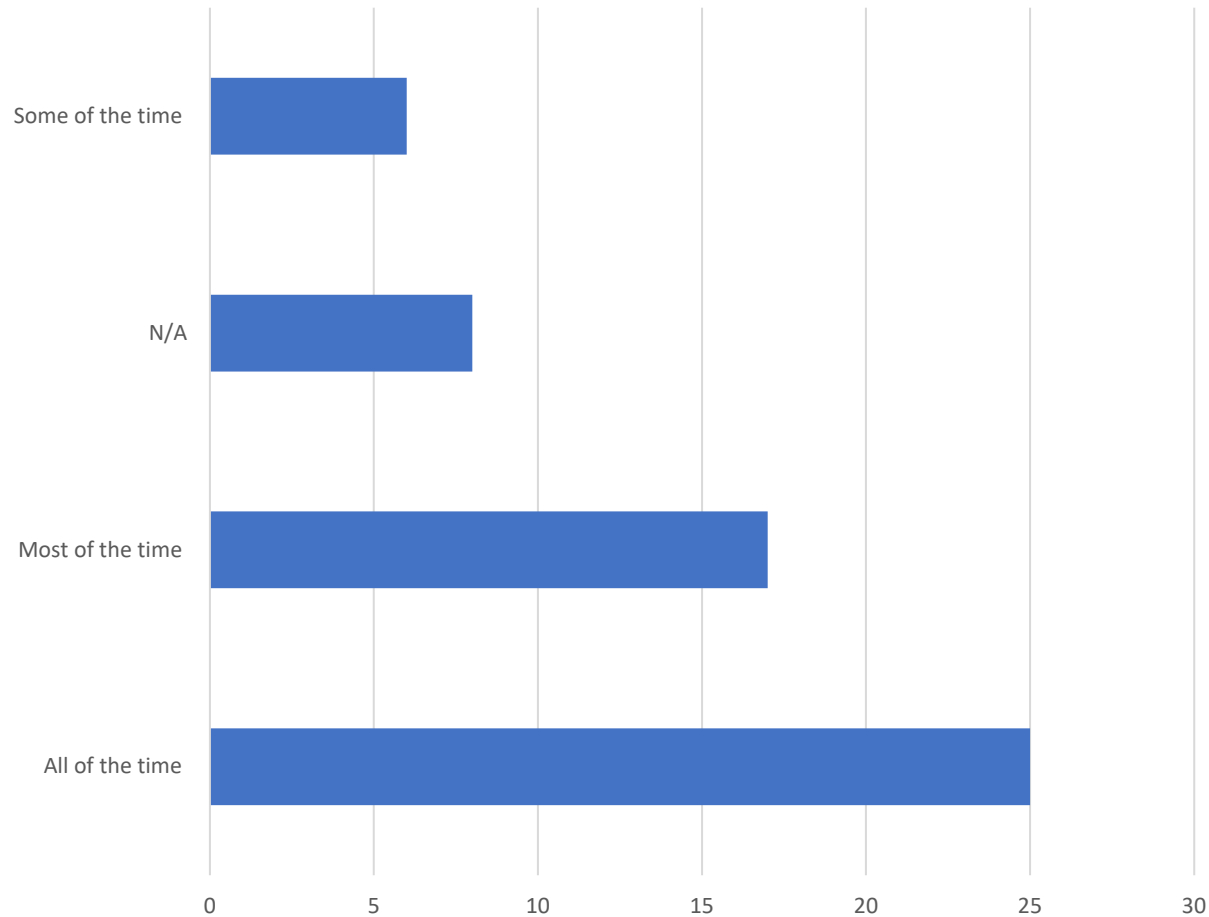


physical, emotional, and economic well-being of Ontarians. (sport and recreation , 2018)

We cannot define how important recreation is to one person. Recreation plays a major role in the 12 social determinates of health.

In a previous slide the 12 social determinate of health were explained. These determinates will play into how recreation is viewed and should be looked at while creating programs.

Do you feel safe while participating in West Elgin's recreational facilities?



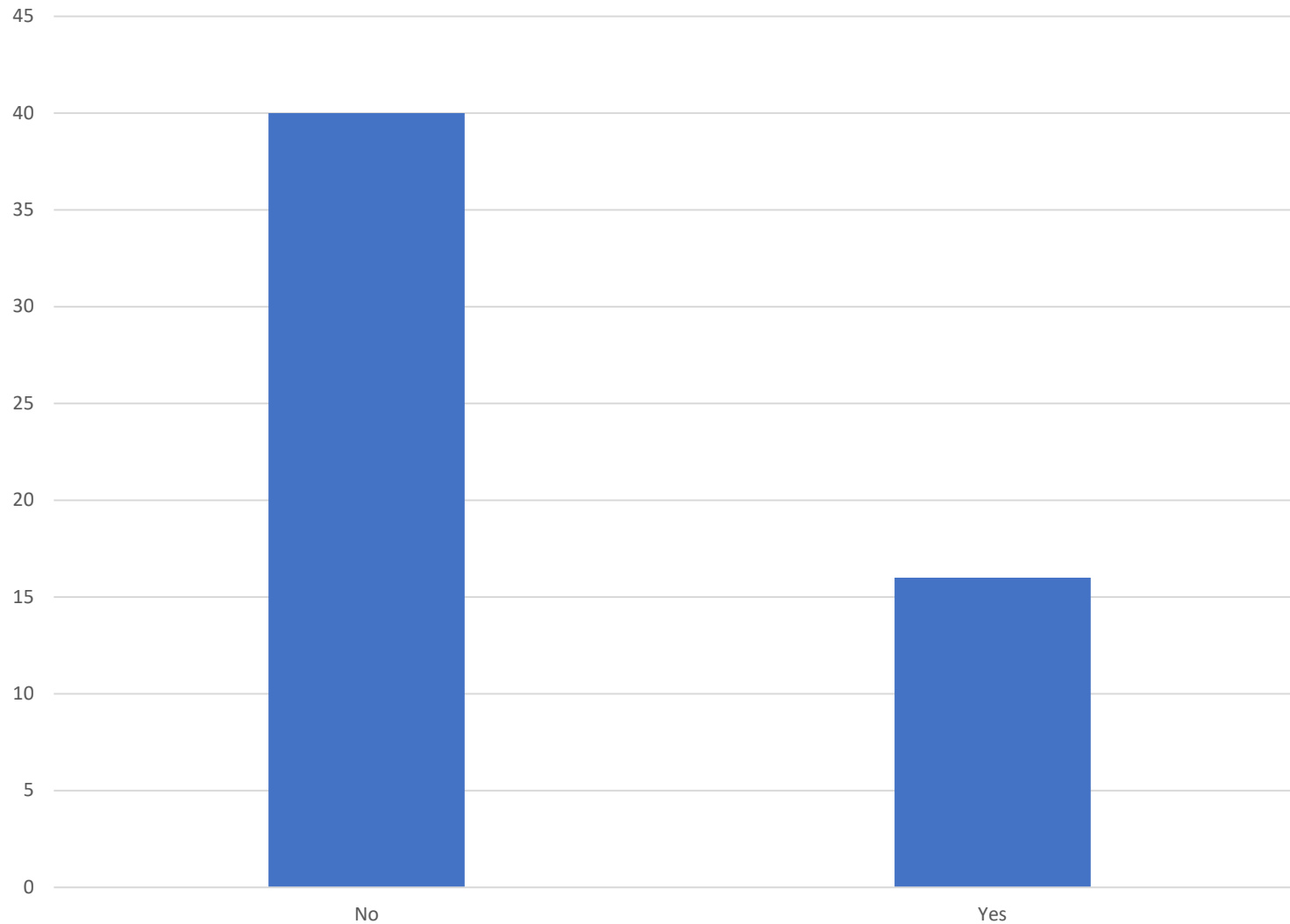
ENVIRONMENT

A large barrier to recreation is the environment in which recreation takes place.

To become more inclusive and have recreation stand out in our community, we need to think of ways to encourage safety at our facilities.

- Physical environmental safety
- Inclusive place
- Becoming an ally

are you and/or your family able to participate in active recreation as often as you would like to?



ADULT REPORT CARD CHILD AND YOUTH REPORT CARD

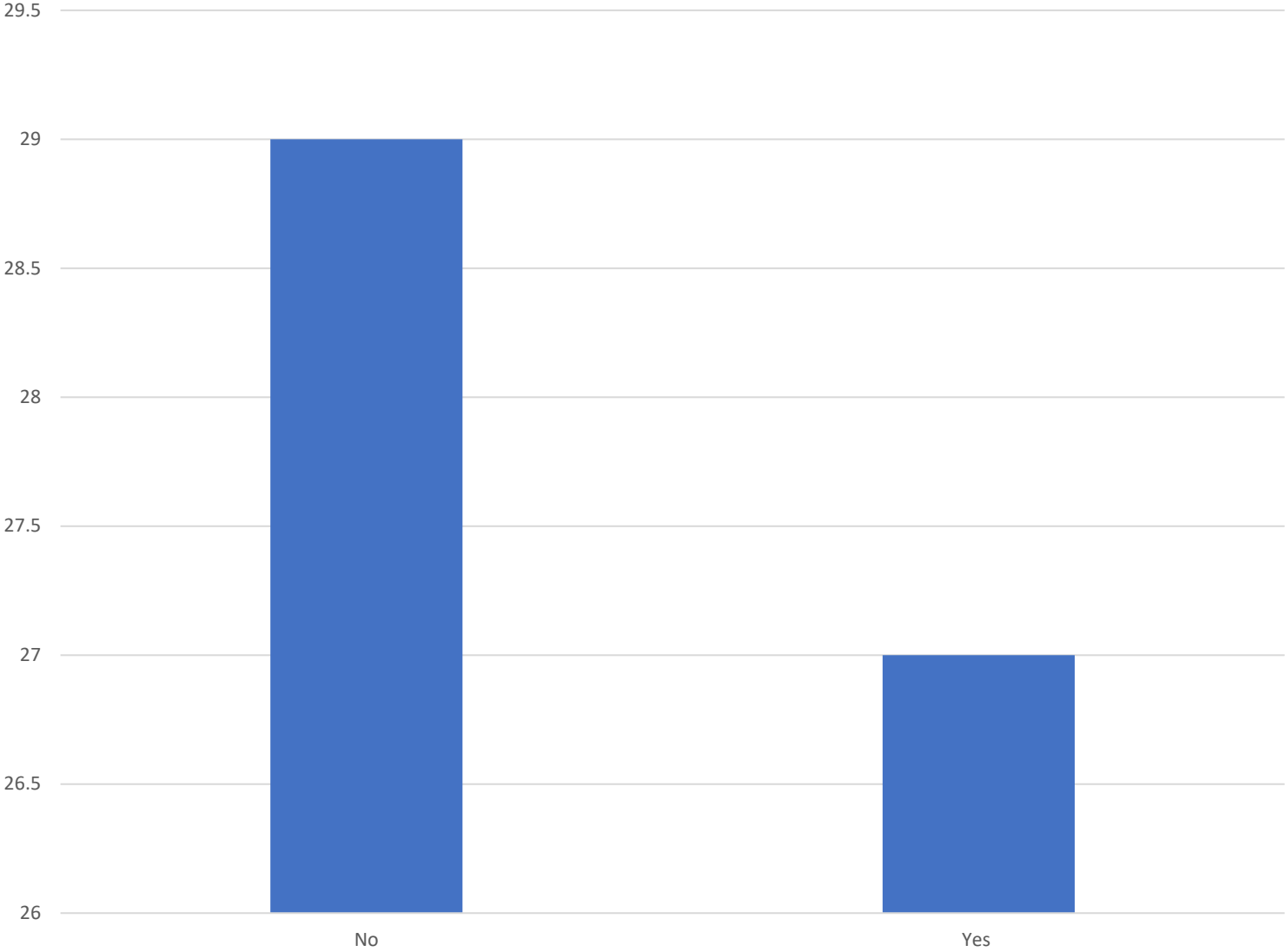
Referring to the Participaction Adult, Children and Youth report card, it shows that adults and children were unable to achieve the recommended level of physical fitness in the year 2021.

In 2021 Adults sedentary behaviors were ranked at an F grade. (% of adults living in Canada who limit sedentary time to eight hours or less per day)

12% of adults 18-79 years achieved less than 8 hours of sedentary time per day (Participaction (2021))

Adults' participation in recreational activities will have an impact on how children view recreation. Engaging programs will assist in getting the community involved.

Do the current municipal programs intrigue you ?

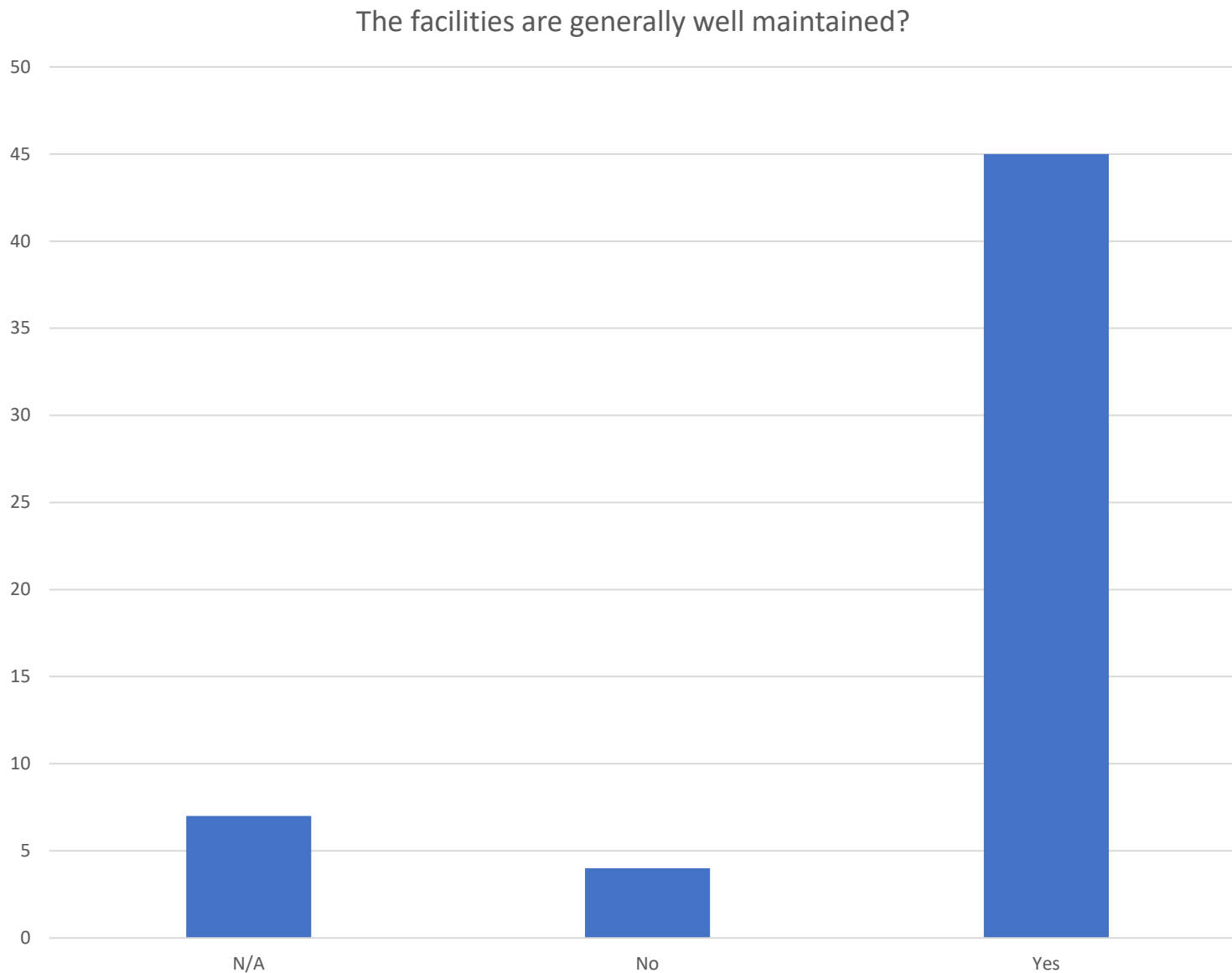


OUTCOME

In the past 12 months Municipal programming included

- Swimming lessons
- Public Swims
- Public Skates
- Cards
- Pickleball
- Nature Walks
- Indoor Walking

The current program base is not intriguing the rate payers.



FACILITY MAINTENANCE

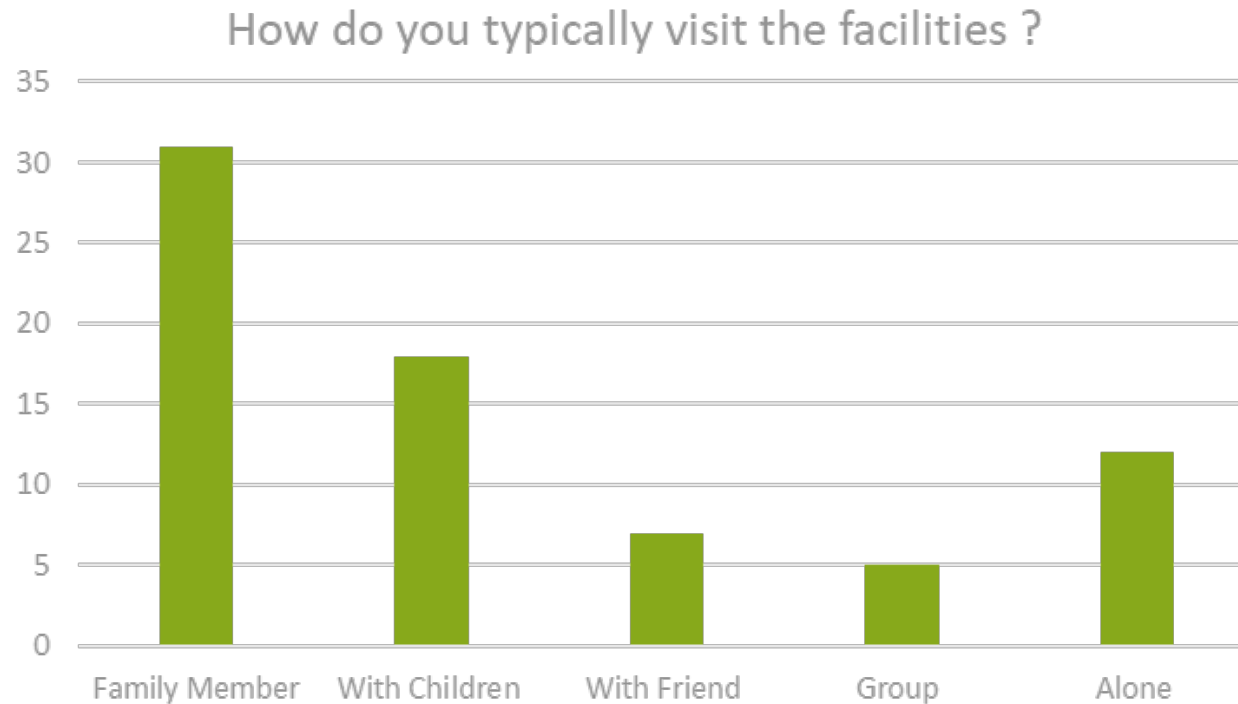
A physical environment is where individuals can live, learn, work and play. Physical environments directly link back to an individual's health status.

Physical environmental factors can include

- Lighting
- Washroom conditions
- Ventilation systems
- Facility access

A poor physical environment can negatively affect one's health. Staff are committed to making the spaces safe and welcoming for all individuals accessing our facilities.

SOCIALIZATION: THE ACTIVITY OF MIXING SOCIALLY WITH OTHERS.

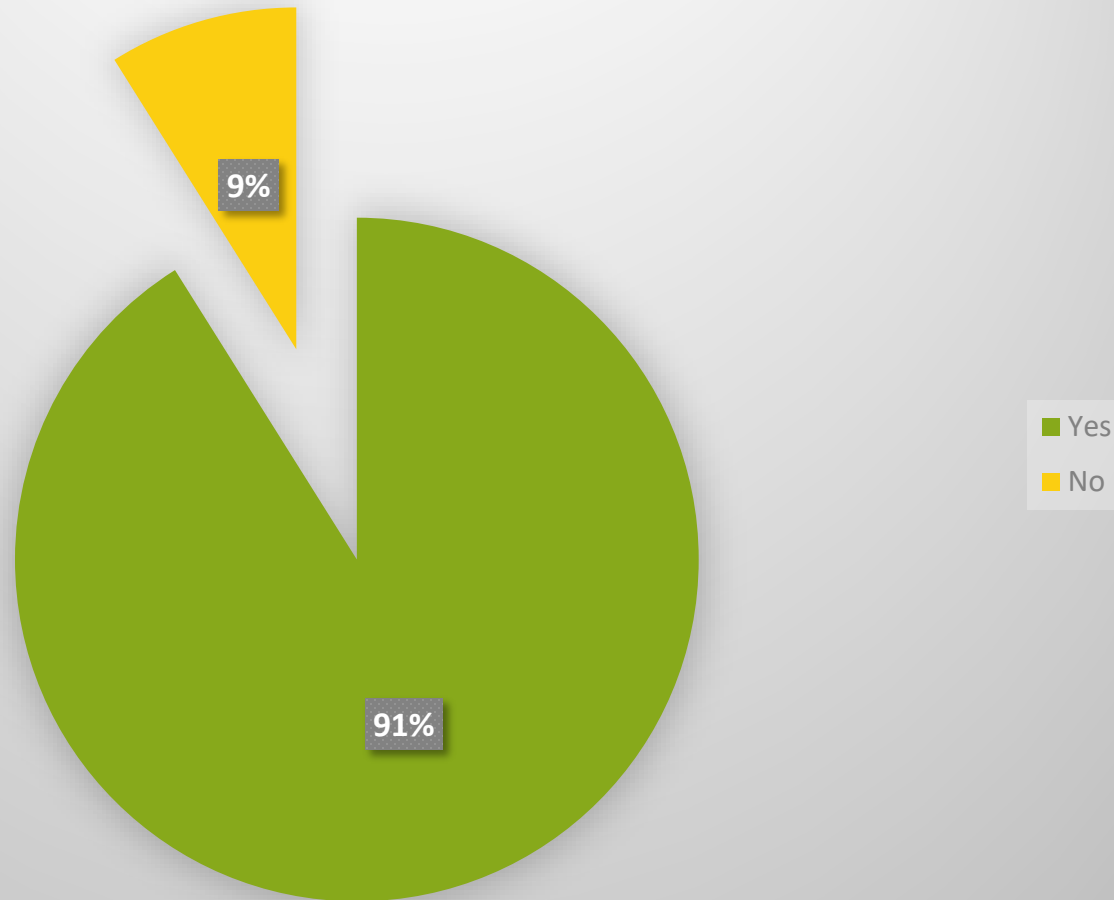


Factors that influence socialization in sport include

- External environment
- Identity of person
- Personal achievement and self-esteem
- Develop communication skills

Developing programs that encourage individuals to be present and motivated while in attendance would benefit the community.

Do you feel it is important to participate in activities that involve land, ice & snow, air and water?



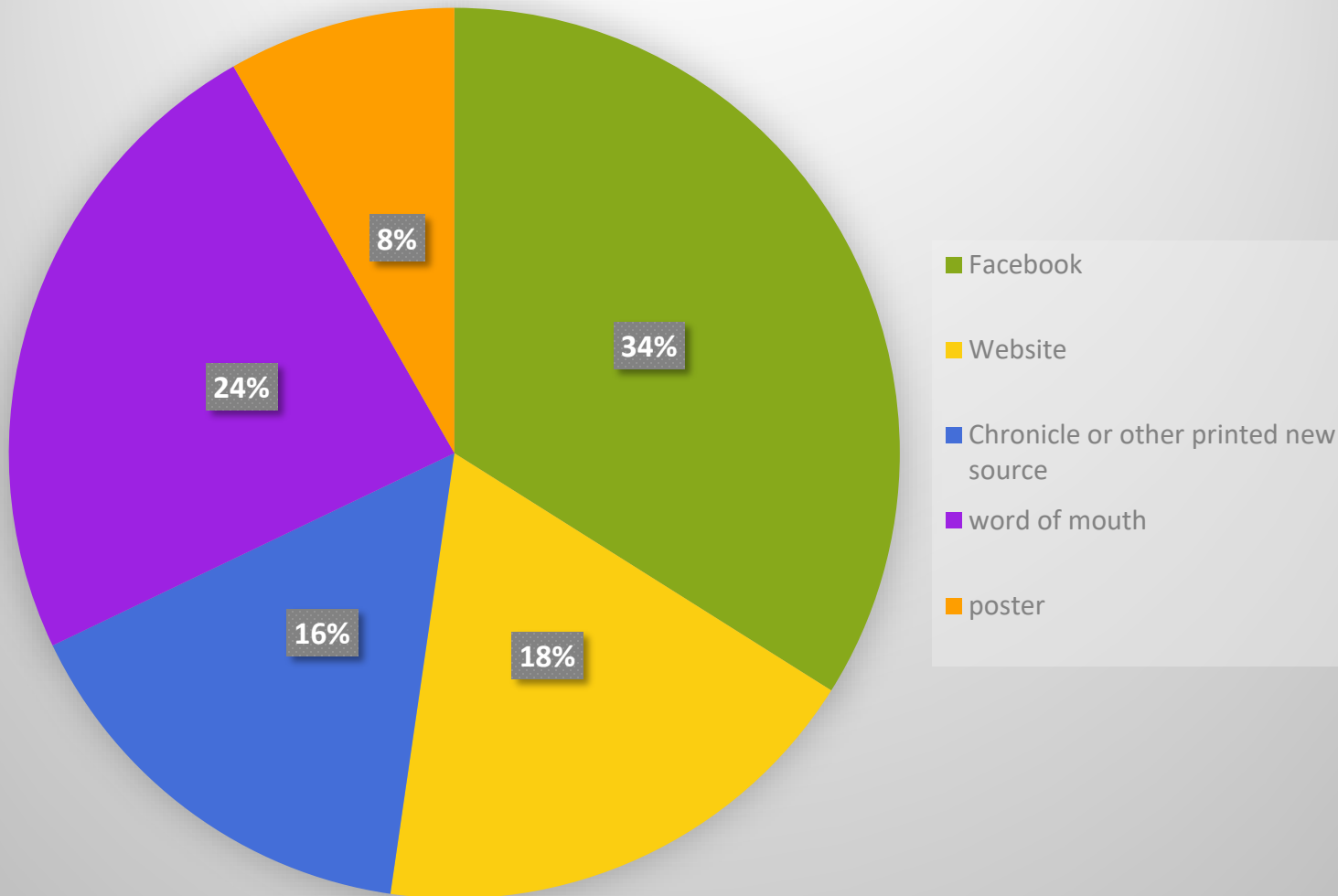
TO DEVELOP PHYSICAL LITERACY

This question was asked in the survey to help develop programs that will assist in all ages developing physical literacy.

If programs are designed to include activities on land, ice/snow, air and water it will help participants develop body control, locomotor skills, balance, coordination, speed, and object manipulation.

All programs developed with a physical literacy view will help participants develop self-esteem, motor skills, and much more.

If you participate in recreation, how do you find out about the current programs?



COMMUNICATION

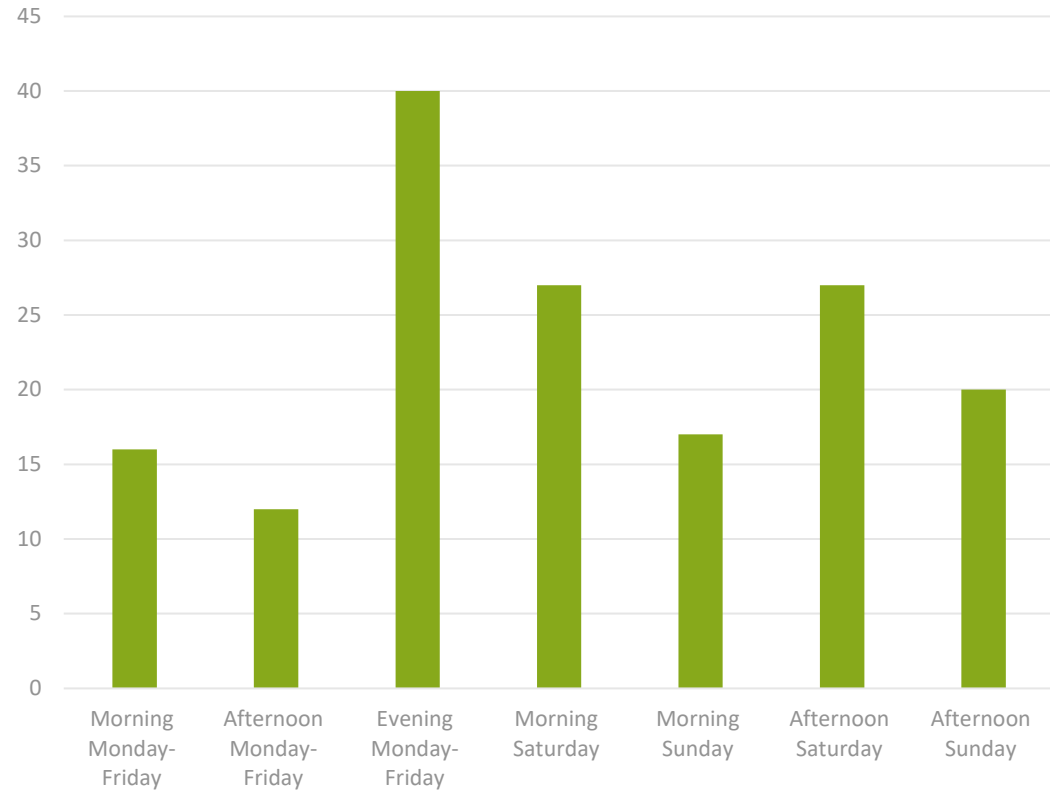
Communication is the means of sending or receiving information. Currently the municipality uses

- Website
- Social Media (Facebook)
- Printed new source (Chronicle)
- Posters and bulletins

Additional information can be sent out over the website through subscription to selected pages.

Electronic signage in both towns will assist in informing the community of upcoming programs and new events.

What time of day would you prefer to attend programs?



PROGRAM TIMES

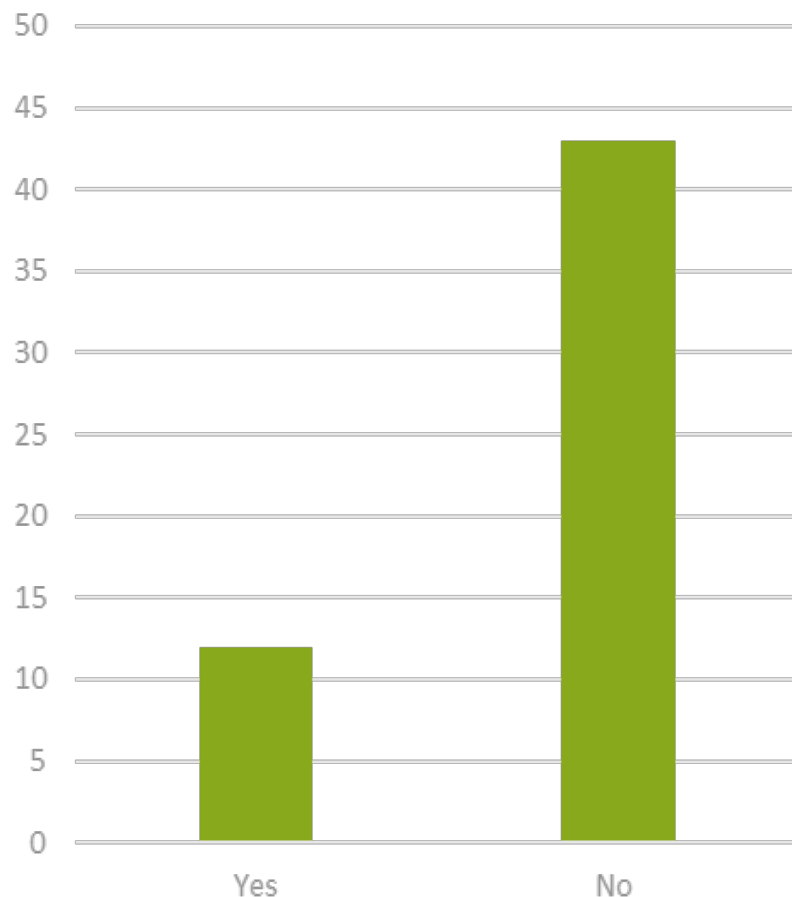
Weekdays after Dinner (7p.m. or later)

Consistent times

Morning or afternoon times work during the week/ Weekend depending on scheduling

Currently there is little programming offered after 4:30p.m due to staff time. Additional staff, program leaders, or volunteers will provide the community with additional programming.

Do you belong to an organized sports league or organization?



Definition: organized sport is defined as physical activity that is directed by adult or youth leaders and involves rules and formal practice and competition. (Logan et al. (2019))

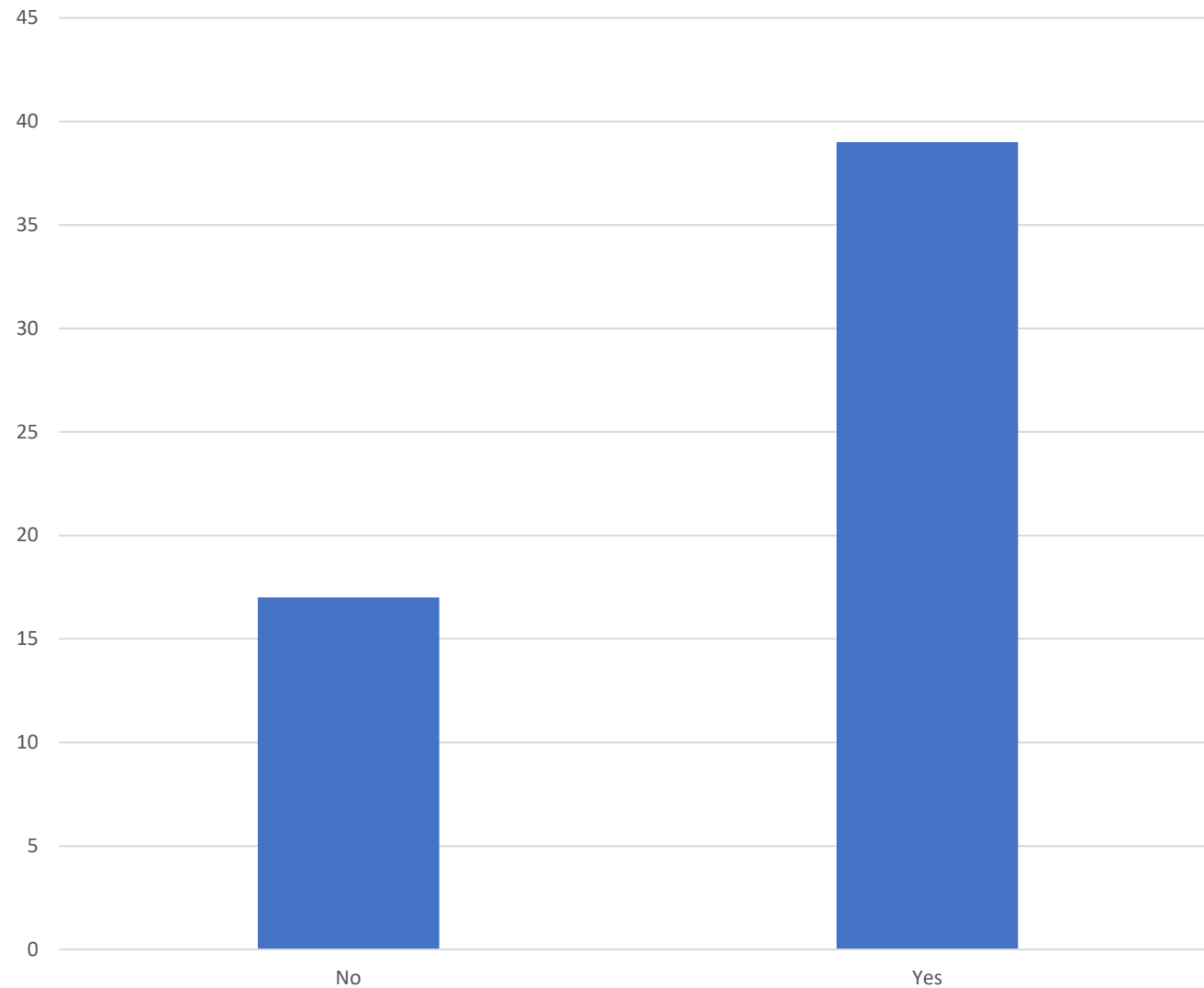
Organized sport provides patrons with social supports and physical activity that is structured with practice and competition.

Most Patrons that took the survey do not belong to a sports league or organization. In developing programs for the public, the idea of clubs will provide social supports and motivate residents to get involved and become physically active. The programs will not provide the formal games but will provide the individuals with fundamental skills to stay active and belong to a group.



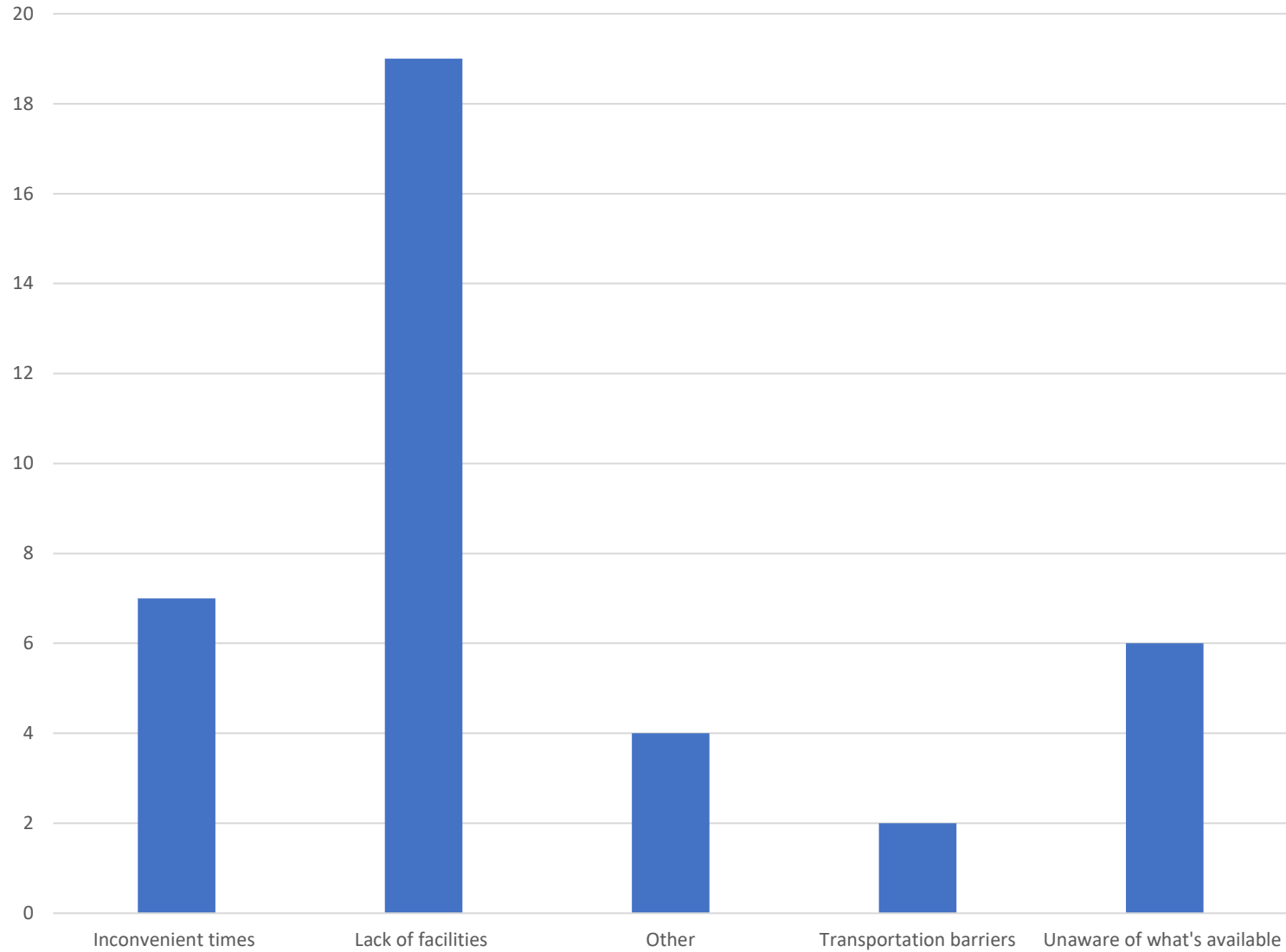
BARRIERS TO RECREATION

Do you feel there are barriers to recreation and leisure in West Elgin?



definition: a barrier is a problem that prevents two people or groups from agreeing, communicating or working with each other. (Overcoming barriers to physical activity. , 2020)

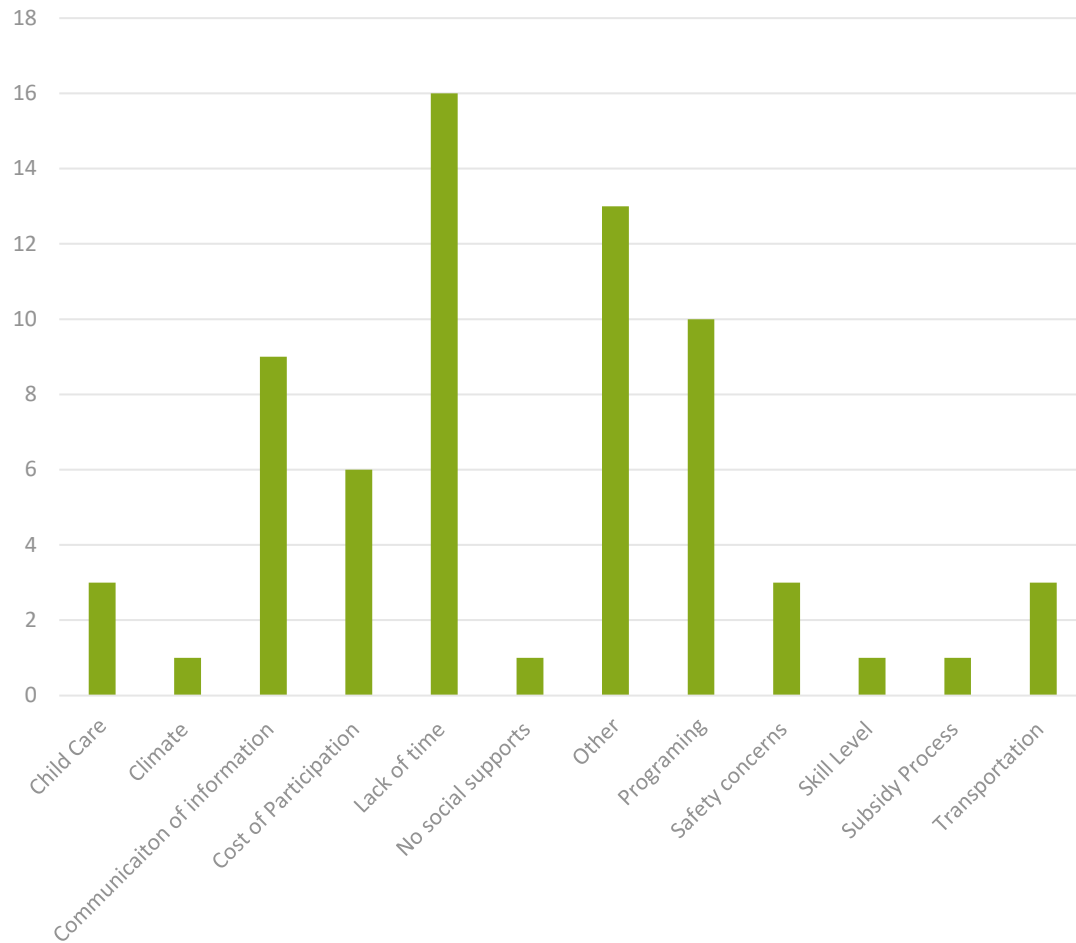
What are barriers preventing you from participating in these activities



Common Barriers to recreation and leisure

- Lack of time
- Social support
- Lack of energy
- Lack of motivation
- Fear of injury
- Lack of skills
- High cost
- Weather conditions

What are some reasons preventing you from participation?



WHAT ARE SOME OF THE OTHER BARRIERS PREVENTING YOU FROM PARTICIPATION ?

- Activity schedule is limited... no weekends
- Intermediate sports for adults
- Limited activities offered
- Publicity of programs
- Options for youth and children in both towns are limited

TAKE A MINUTE TO REFLECT ON THE FOLLOWING DEFINITIONS.

Definition
of
Recreation

Activities that are done for enjoyment that are not completed during the workday.(Merriam-Webster)

Definition
of Leisure

Use of Free time for enjoyment.(Merriam-Webster)

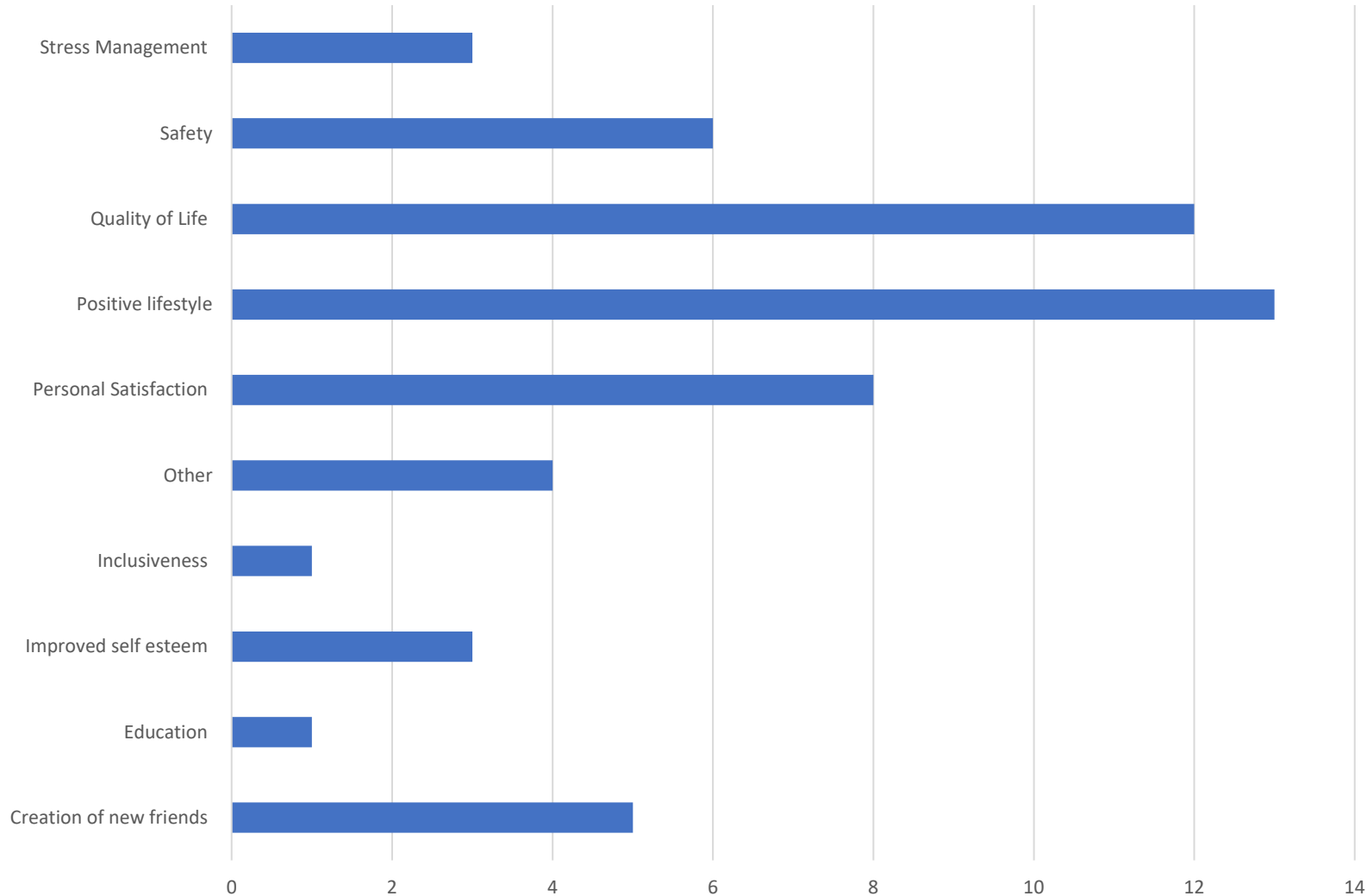


WHAT DOES RECREATION AND LEISURE MEAN TO YOU AND YOUR FAMILY

Important points to include when planning for programs

- Inclusive
- Safe space
- Socialization
- All ages
- Community
- Physically active
- Support
- Cost

What is important to you and your family when selecting a recreation or leisure program to participate in ?

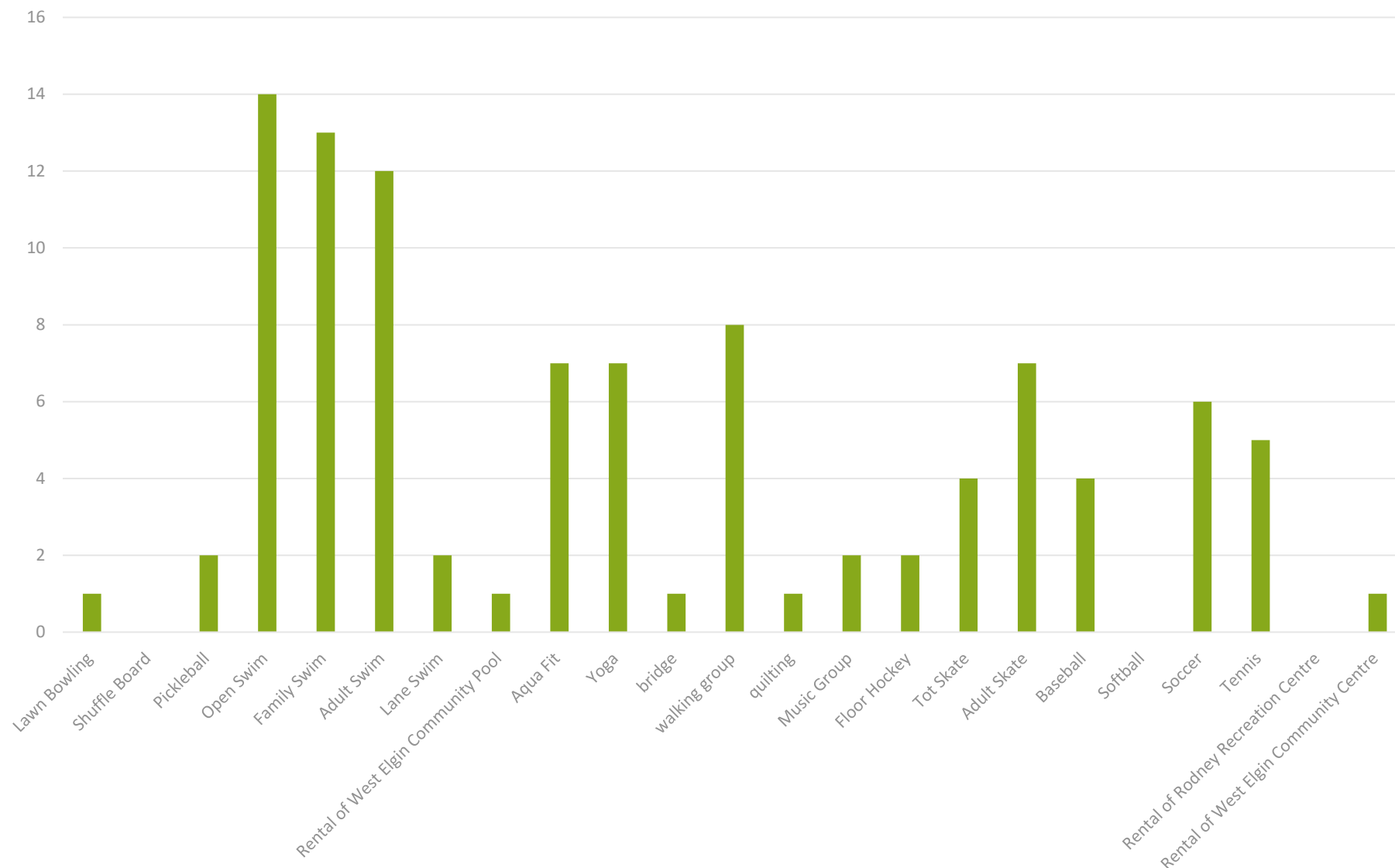


IMPORTANCE OF RECREATION AND LEISURE PROGRAMMING.

All are important when selecting recreation or leisure programs. Additional points to consider are

- Community engagement
- Time
- Goals
- Values
- Skill level

in the past 12 months, which of the following activities have you or someone in your household participated in ?

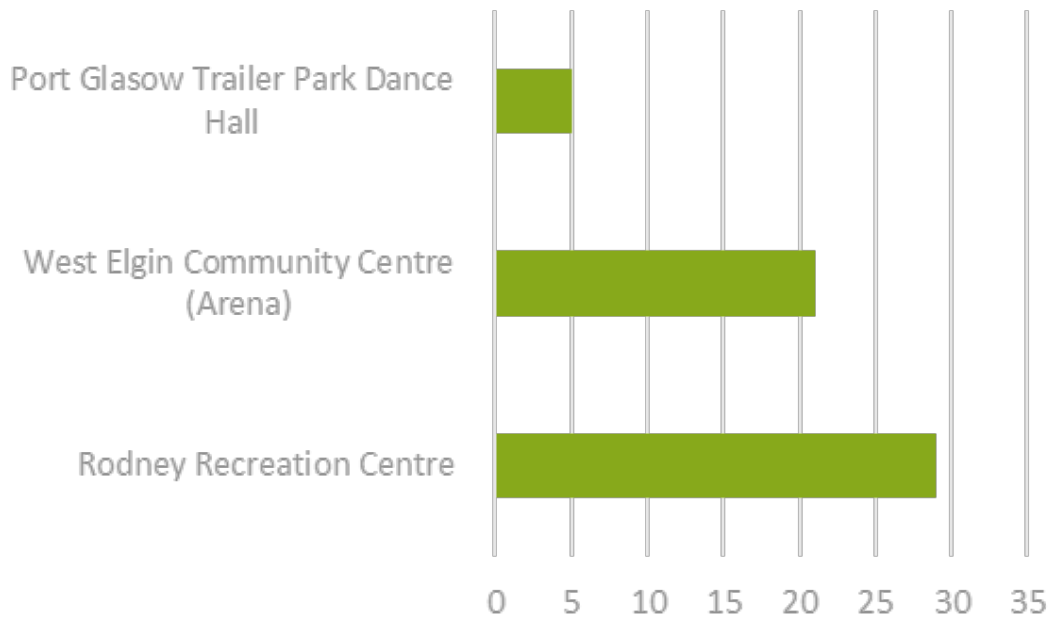


Community events such as

- Canada day
- Spooktacular Market
- Rodney Night Market
- West Lorne Santa Clause Parade
- Road Race

were not included in the survey as they are one-time events that draw public in. Recreation programming that runs on a consistent basis is what the survey is based on.

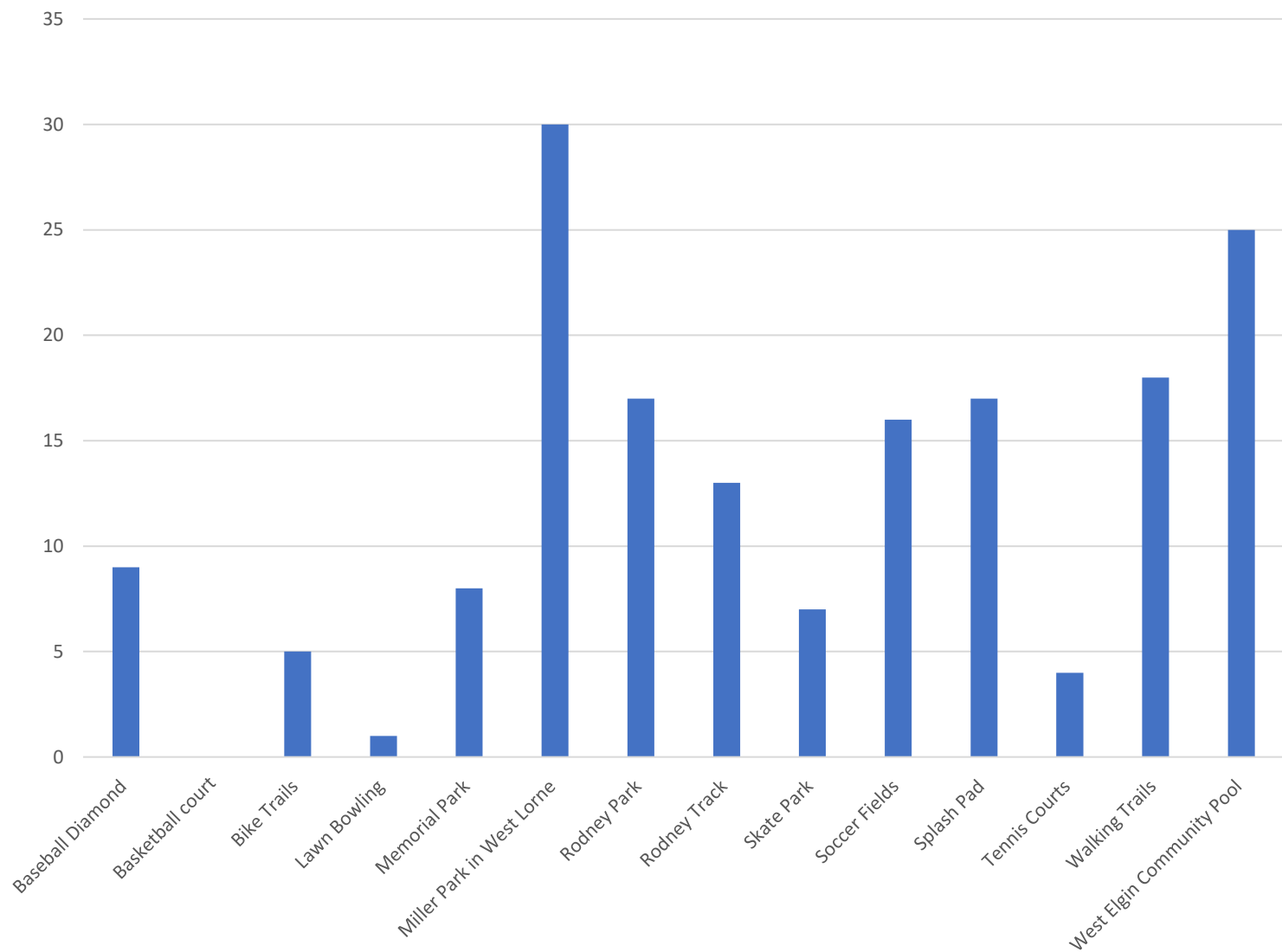
Have you participated in any indoor activities in the following centres?



INDOOR FACILITY USAGE

Due to covid-19, there has been a reduction for indoor programming due to provincial orders. As the provincial orders lift, outdoor programming is safer than indoor programming and more inclusive.

Have you participated in any outdoor activities at the following centres?



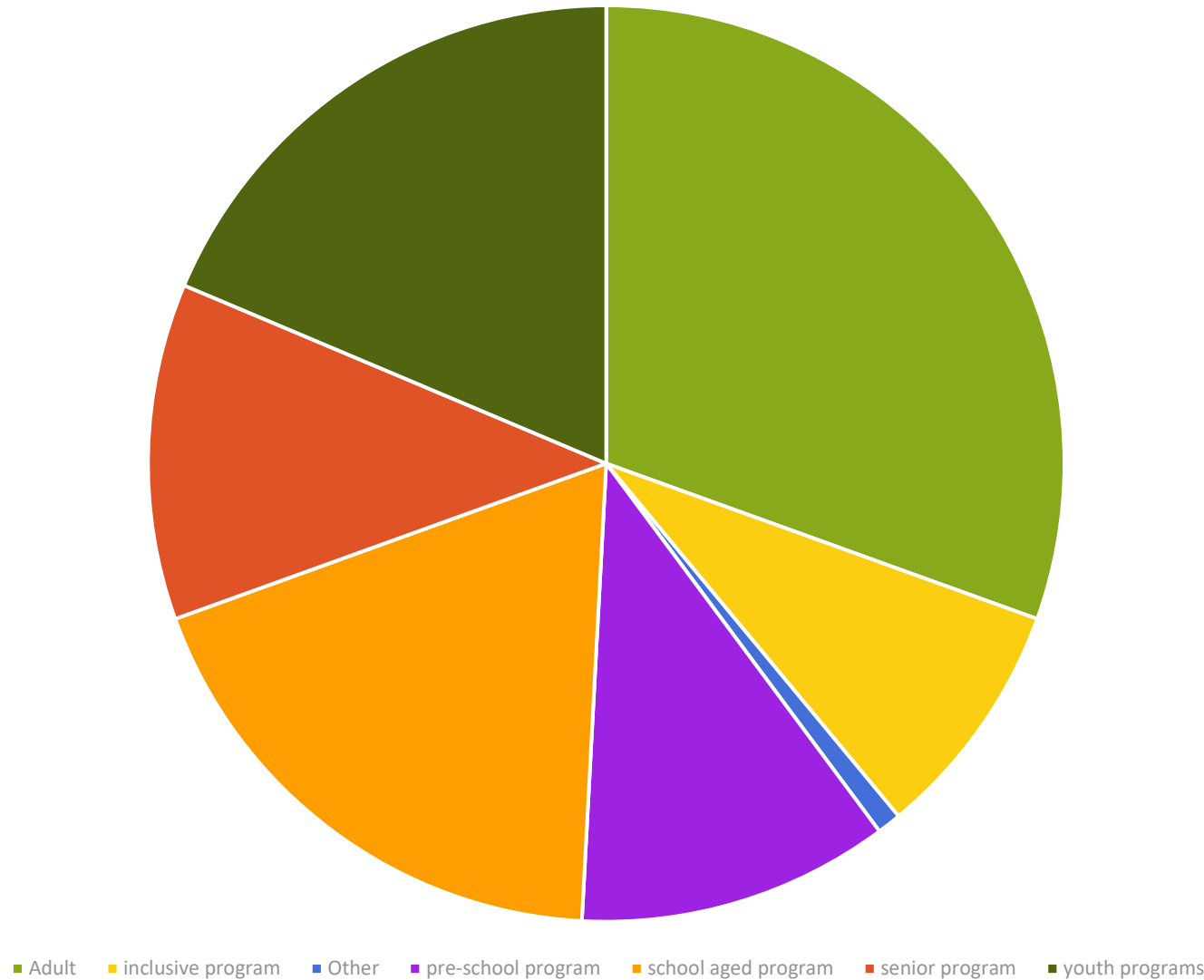
Most outdoor facilities were well used. Improvements to make them more accessible would benefit the community.

What type of programing would you like offered ?

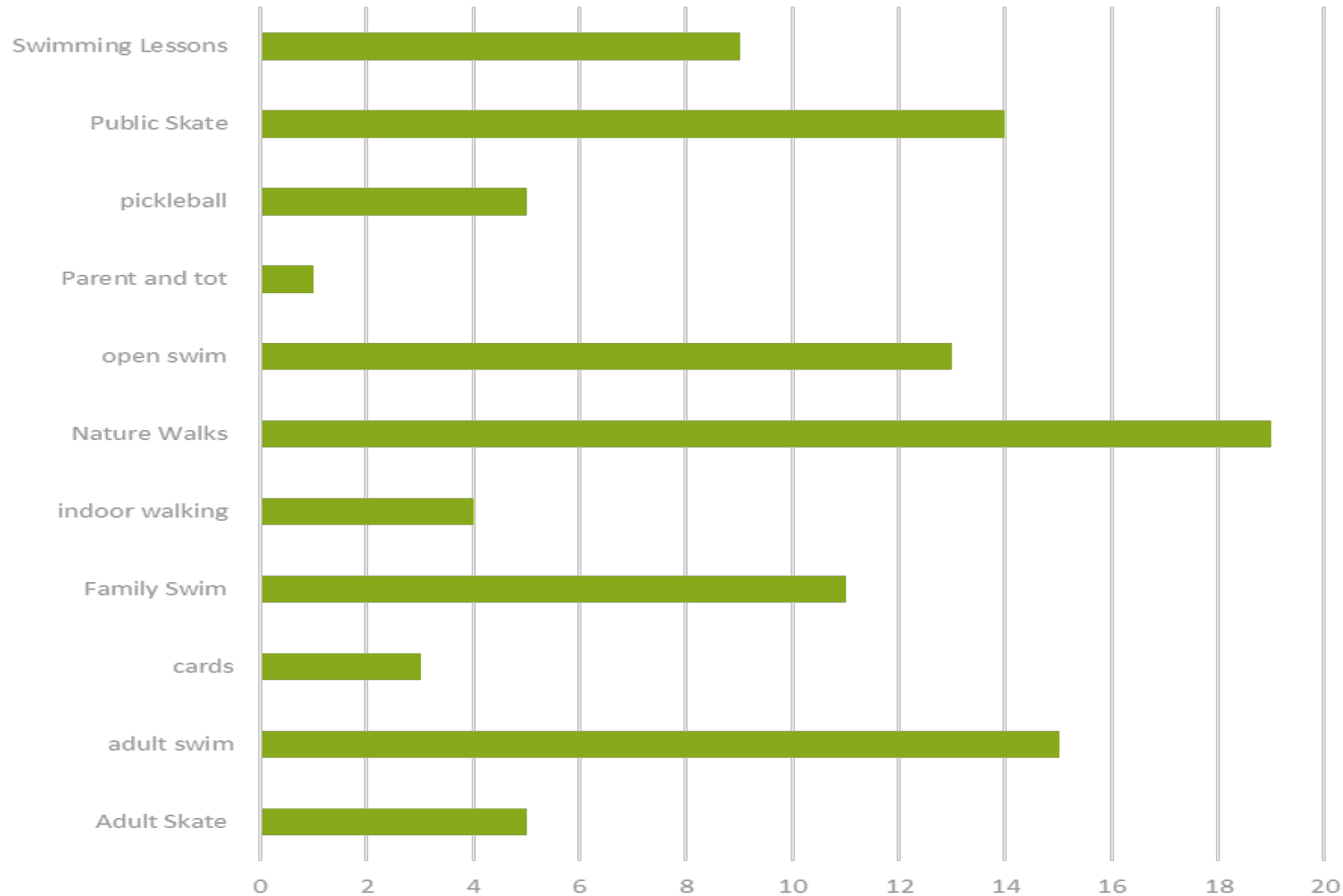
PROGRAM TYPE

Our current program scheduled is gear towards adults and seniors. Additional programming should include

- Preschool/ Baby 0-3
- School aged (broken down by age and ability)
- Youth programming (12-17)
- Adult programming (broken down by age)
- Senior's programming 65 plus
- Inclusive programming to look at ability of all individuals.



Current Municipal programs that you enjoy.



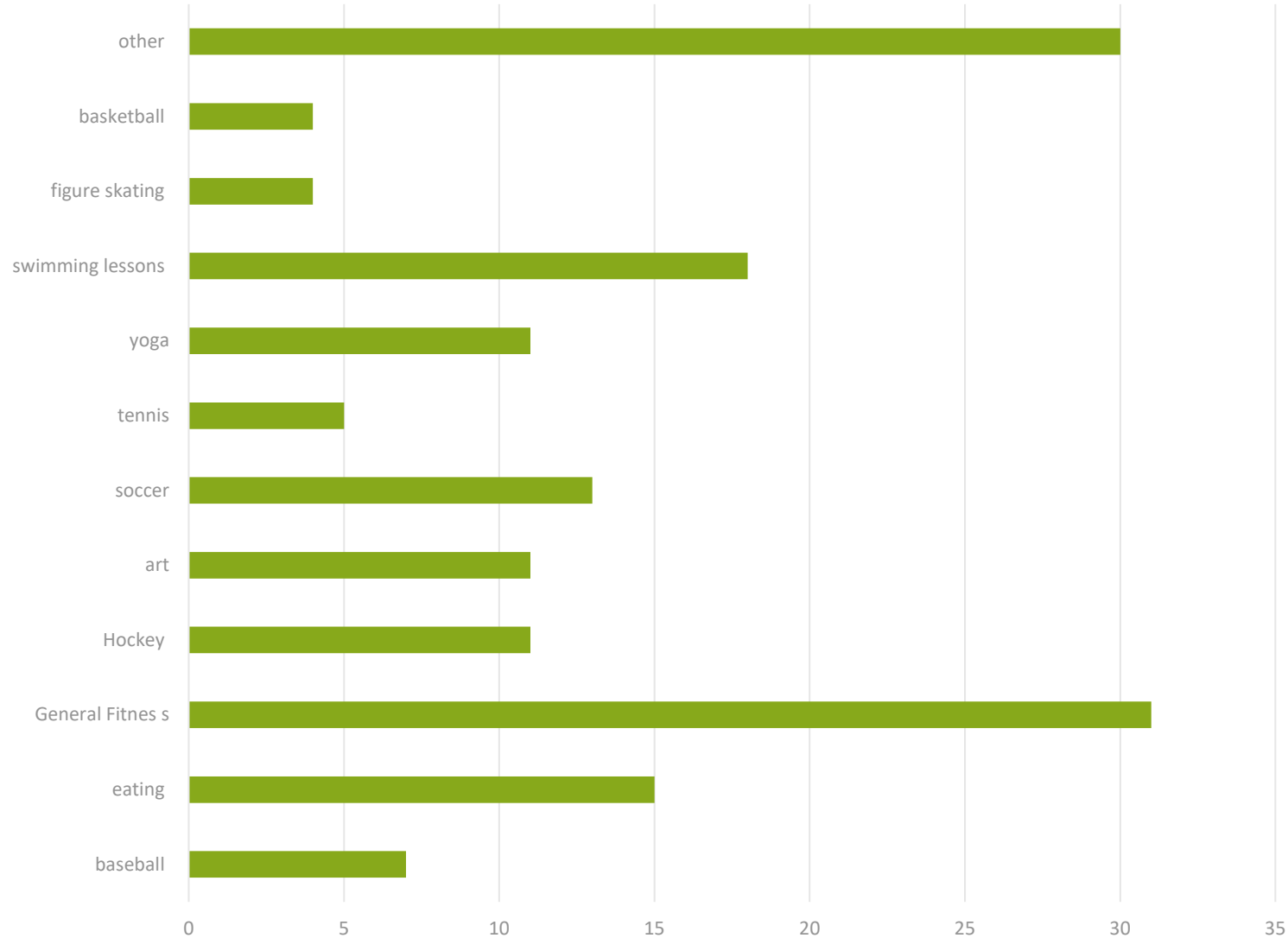
Outdoor programs include

- Swimming lessons
- Open Swim
- Adult Swim
- Family Swim
- Nature Walks

Indoor Programs include

- Public Skate
- Pickleball
- Parent and Tot Skate
- Cards
- Adult Skate

Top 5 Activities you go outside of the municipality for.

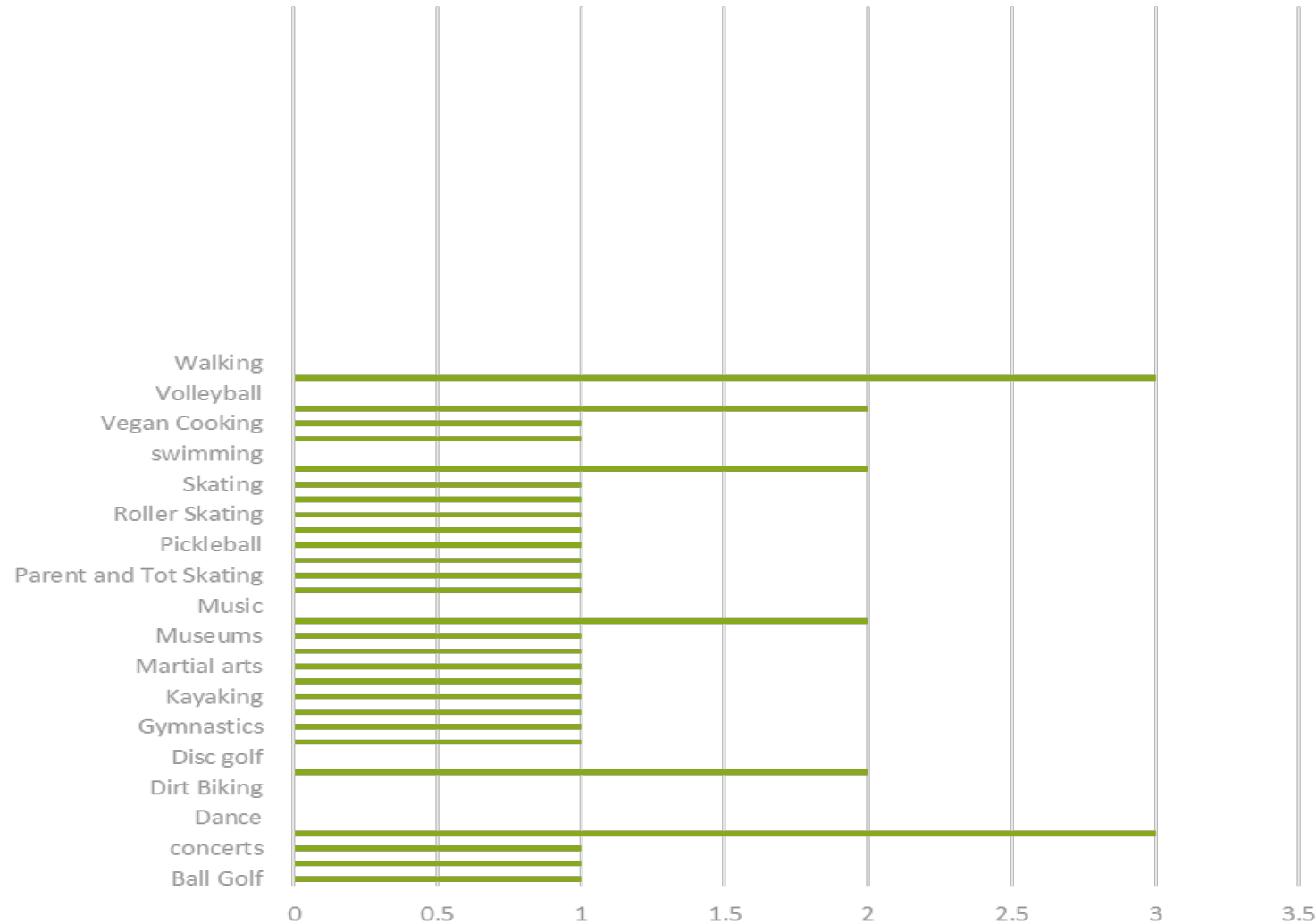


The other activities that patrons access outside of the municipality are on the following slide.

The Municipality and outside organizations in the local community currently offer

- Figure Skating
- Swimming Lessons
- Tennis
- Soccer
- Hockey
- Baseball

Other Activities that people are accessing outside of the Municipality



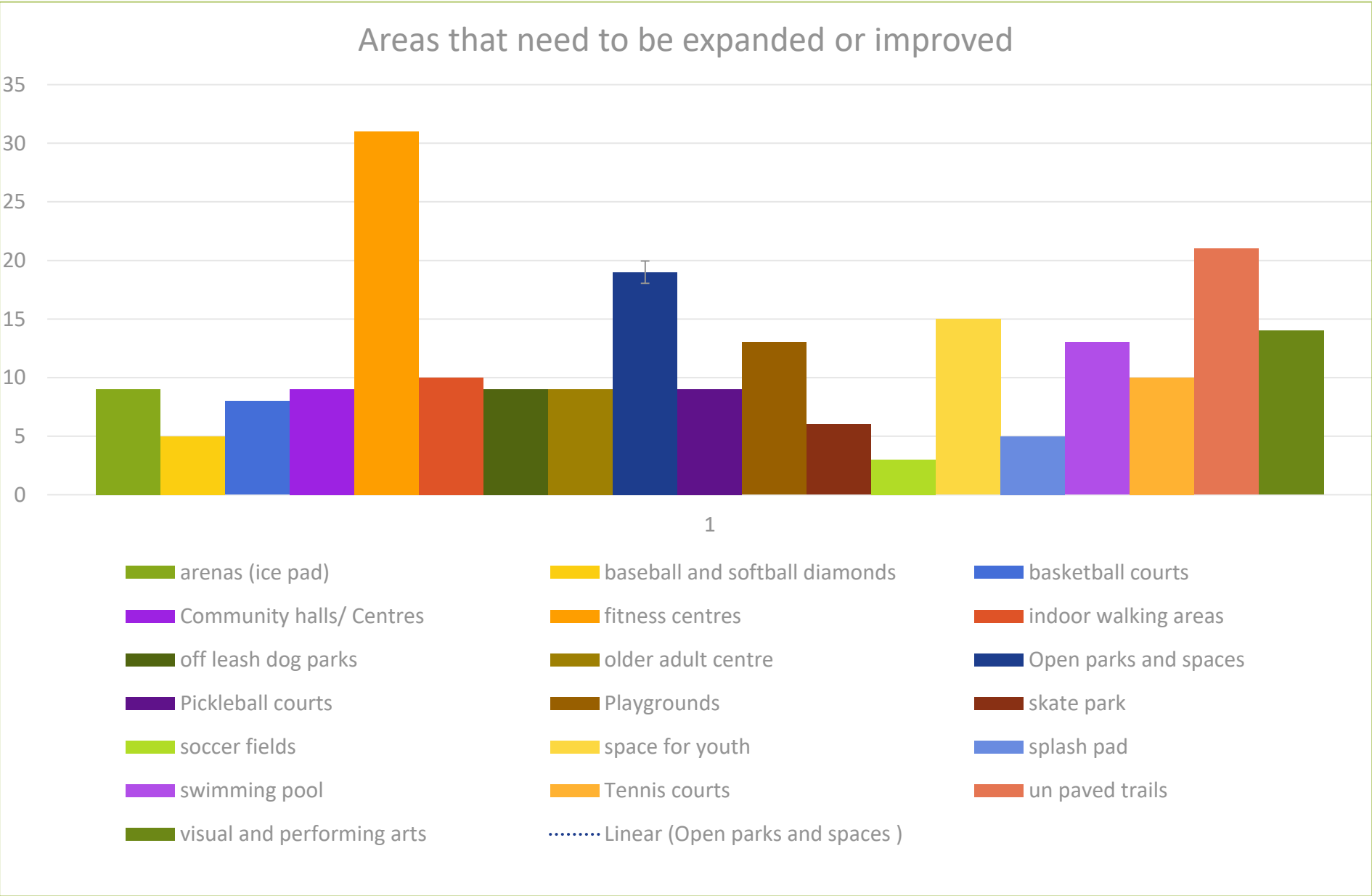
POTENTIAL PROGRAM TO OFFER

These are potential programs that the Municipality of West Elgin could offer. Offering programs such as

- Adult volleyball
- Cooking classes
- Martial arts
- Dance

Could lead to benefits in the community like

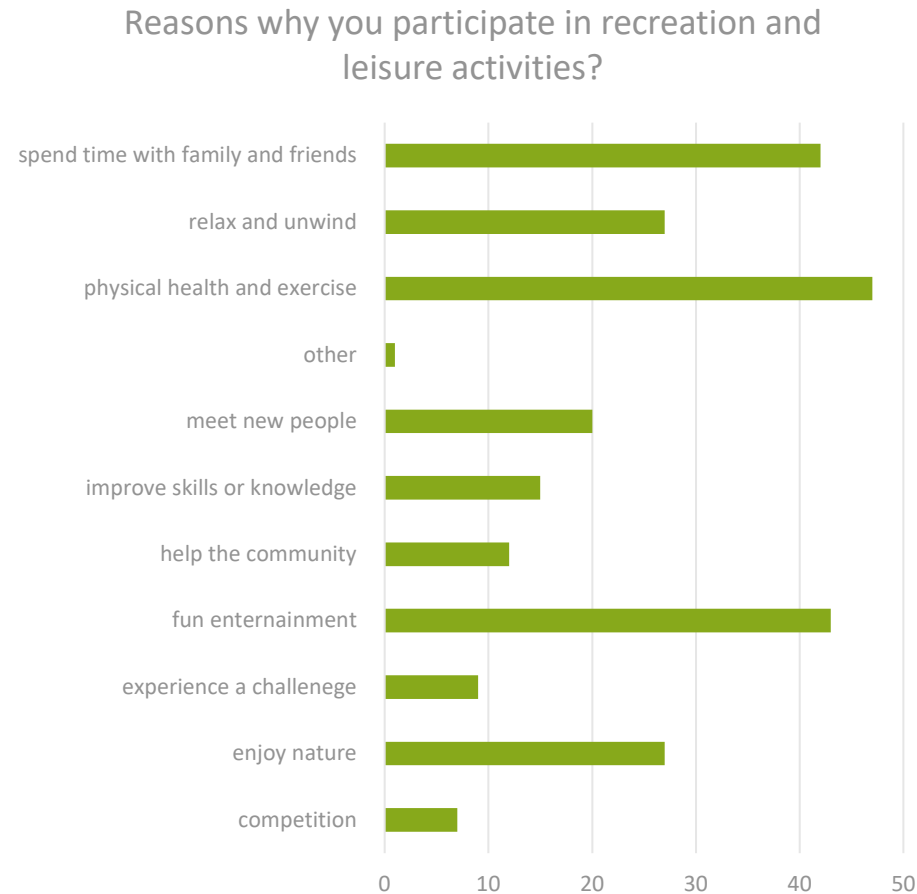
- Economic well being
- Reduce cost related to pollution
- Increased tourism
- Lower public health care costs



AREAS THAT NEED TO BE EXPANDED OR IMPROVED

- Top three areas
that need to be
expanded or
improved
- Fitness Centre
 - Unpaved trails
 - Open Parks
and Spaces

WHY PARTICIPATE



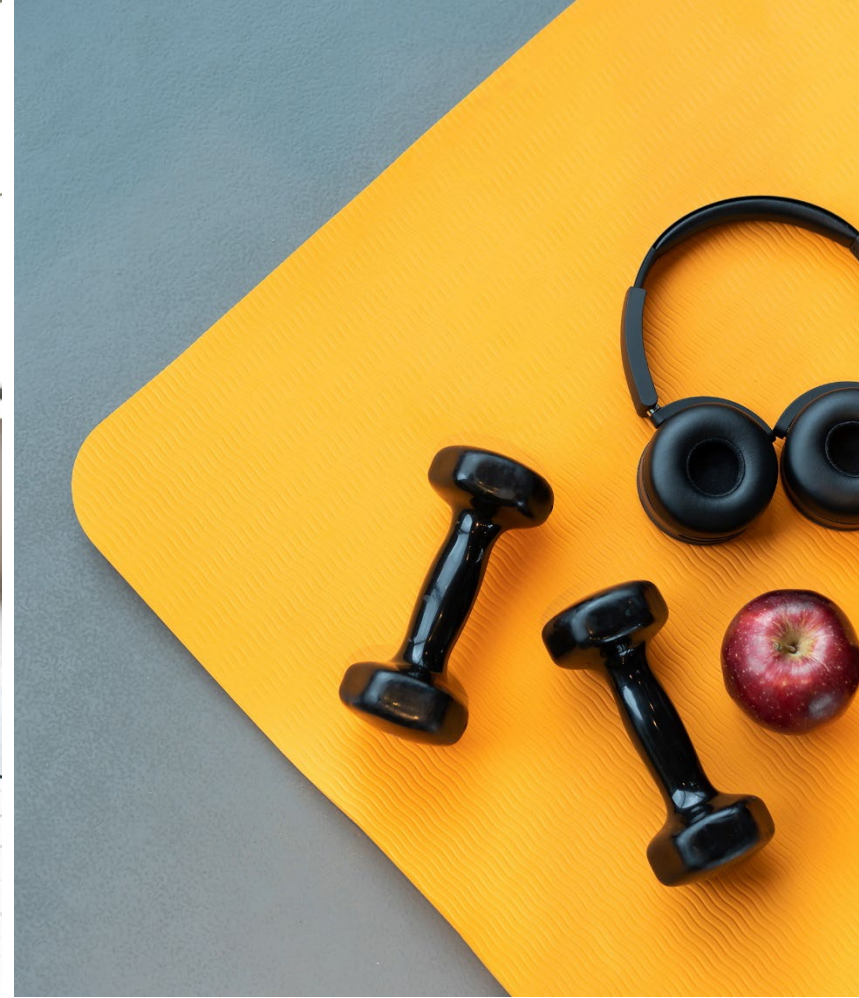
- Swimming is the best overall exercise for arthritis. A huge need for this to be promoted.

Important points

- WHY

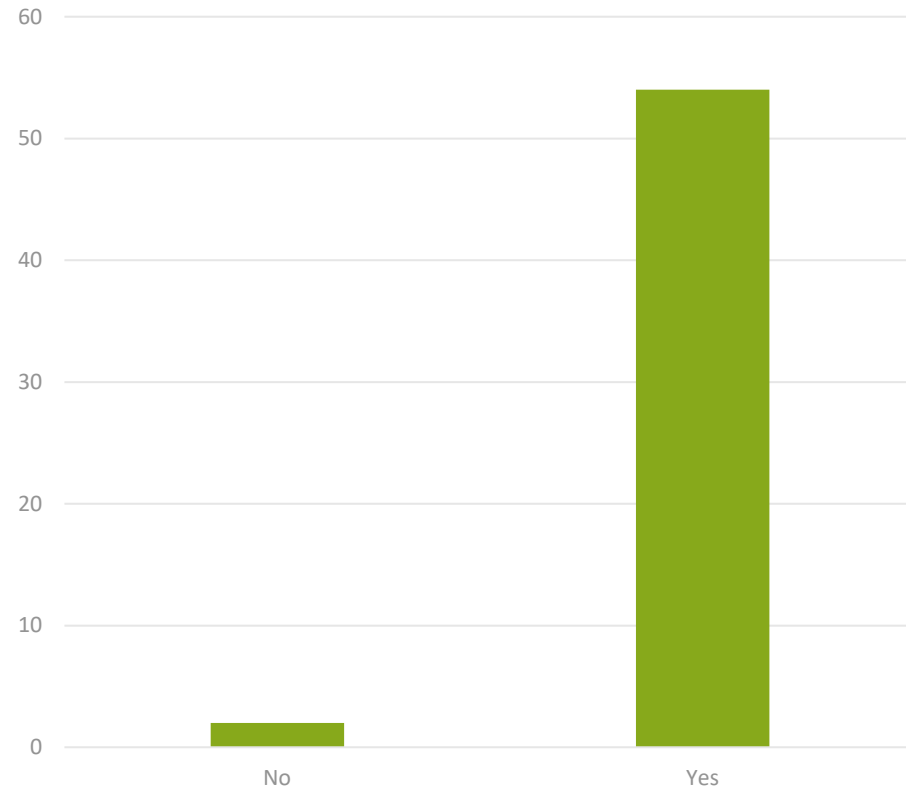
Additional programs should be implemented focusing on:

- Health
- Relaxation
- Socialization
- Community engagement
- FUN
- Skills and knowledge

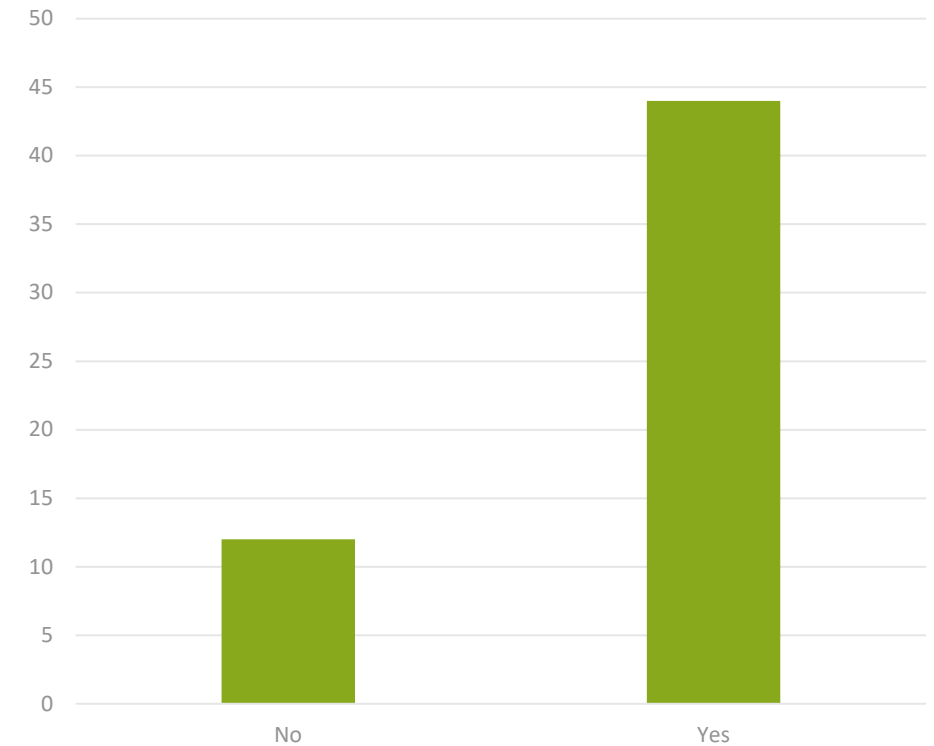


COVID-19 AND RECREATION

Do you and your family feel safe participating in outdoor recreation with regards to COVID-19 ?



Do you and your family feel safe participating in indoor recreation with regards to COVID-19



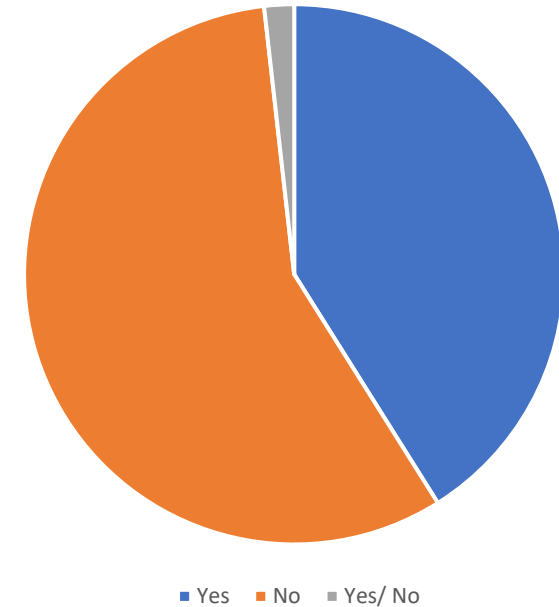
The covid-19 pandemic has changed how most people view recreation and leisure activities. Indoor activities are not enjoyed by all as there is a higher risk of contracting Covid-19. Additional considerations should be made to make sure participants feel safe indoors and outdoors.

- **Less comfortable** out in public.
- Realized how **important** it is.
- **We don't have anything now because of it**
- **More recreation is needed**
- **need to interact personally**, not just online.
- **Very aware of social distancing and wearing masks not always easy during activities.**
- **Yes, with being isolated in a rural community it is important to get out for rec and leisure.**
- recreation and leisure are an important **part of mental health for both kids and adults. Finding a way to**

participate safely is important

- Absolutely, **that family comes** first and that we don't need to be out and about buying, buying, buying. Slowing down my pace working less and more home time
- **Doing things on my own**
- Places more value on **getting outside and turning to outdoor play/activities as a source of fun that can be had safely and distanced from others.**
- Do not attend indoor events due to covid-19 restrictions

Has COVID-19 changed your perspective on recreation and leisure?



Covid-19 has changed some patron's idea of recreation and leisure. The bolded points are important to include in recreation planning.

- Offer outdoor programming
- Offer programming that helps reduce isolation and increase safe socialization
- Offer programs to encourage healthy eating, and building healthy habits
- Promotion of positive social attitudes and behaviors
- Low-cost programs
- Mitigate risk of covid-19 but adapting programs to ensure recommended physical activity levels are achieved.
- Virtual learning programs and webinars.

CREATING COVID
SAFE PROGRAMING



WEST ELGIN RECREATION SURVEY

COMMENTS

- Seems the survey totally overlooked the Marina? We love the bicycle lanes and do not feel safe biking without them, Furnival to the marina, Talbot Trail #3, etc. We highly recommend developing more biking trails and lanes. Maybe a bike repair stations at the Marina, and towns? We would like to see better water bottle fill stations esp. t the marina.
- We need more nature areas with longer trails!
- Outdoor skating rink would improve community and get more people out as there wouldn't be such time constraints as the indoor arena. This would be a very important addition to Miller park that we would support.
- I feel safe with indoor with vaccine required.
- We need an indoor pool in this area for children and adult programs - specifically swimming lessons for kids. To have to drive 35 minutes for kids to swim is crazy - especially considering all the young families in this area!

- Once covid restrictions get reduced and life is back to "normal", I hope to see rec programs being promoted in the community. I feel there can be more advocacy done for \$\$, resources and support to build and expand services in West Elgin.
- The municipality should purchase the old WESES school, it could be used for so many programs and activities
- Being a fulltime working adult time and facilities are limited.
- Would like to have daytime pickle ball to free up courts for the people that work and can only play evenings.
- Thank you for all you do.
- Hoping for Rodney to have more activities or programs for school aged kids on weeknights (after school) and weekends. And to have more family programs and to have indoor swimming pool to be open all year round , rather than outdoor school that is only open during summer

- Provide opportunities within the community so kids don't have to leave. The indoor soccer program went over really well. Offering sports in our community will bring families and keep them shopping locally as well.
- Should install a disc golf course
- I would love to see a disc golf course at Miller park in West Lorne. It would be a great opportunity for the growing sport to get more attention. Since COVID, disc golf has been the fastest growing sport and there aren't enough courses. There is one in Windsor, one in Chatham, one in London and two in St. Thomas. Miller park is ideal because it could be used for the high school and elementary school students for gym class, encouraging youth to get outside more. I have experience with disc golf and running the league at the Chatham course. I would volunteer to run youth classes and grow the sport across the community. Furthermore, Miller park is underutilized. There are rarely people using the space, a disc golf course would bring more people, even from outside our community, bringing money to local businesses. I even have contacts that can design and build the course. Below is a list of further incentives/benefits disc golf brings to the community.

- Fit for any skill level, age, and sex
- Can be played alone or with others
- Encourages social interaction (safely) and the development of new friendships
- Can be played year-round in most locations
- Can be competitive or recreational
- Stimulates tourism
- Fosters economic growth
- Provides a constructive use for underutilized public land
- Boosts mood and energy (think stress-reliever!)

- No social media, so it would be nice to hear about programs and updates in newspaper, posters at post office, or online e-mailed newsletter :)
- A lot of work could be done to the Rodney area! My daughter uses the park and her and her friends go to the skate park and try to use the basketball court. But it's usually overgrown grass or garbage every where. It does t look very inviting. The beach down at Port Glasgow could use a lot of clean up and more curb appeal.
- Let's get some more options available for our school aged children ... basketball , volleyball anything really ...
- Covid 19 question answers are changing on an ongoing basis, depending on severity at the time.
- This town could use an indoor pool, with a gym. Also why not make the area by Thompson a dog park? Make the old tracks usable for all, quads, dirt bikes nature walks, etc. Everyone should be able to enjoy. Let's make voting in this town for all as well. Have town hall meetings both in the daytime and nighttime? Not just for seniors who have nothing else to do?



WEST ELGIN RECREATION SURVEY

FINDINGS

FINDINGS

- The community at large feels there is a lack in current recreation programming for all age groups
- Additional improvements to the facilities would attract and encourage additional recreational opportunities
- Barriers to accessing recreation need to be addressed
- Community events that bring people together socially are required
- Covid19 has played a large role in safety and sport. Covid-19 has also played a role in the way people preserve recreations importance
- Maximizing the use of the facilities is encouraged
- Program design to include healthy eating, living, and motivation.



WEST ELGIN RECREATION SURVEY

FUTURE

Beach Rodney
Quality of Life
Safe Space
Inspiring
Social
Seniors
Tennis West Lorne
Active Youth
Motivation
swimming West Elgin
Relaxation
Fun
Community
Health Positive Lifestyle
Basketball
Friendship
badminton Adults Education
Children Ability New skills
Nature
hockey

FUTURE OF RECREATION IN WEST ELGIN

The future of recreation in West Elgin is dependent on

- Accessibility
- Quality of spaces
- Quantity of programs offered
- Inclusion
- Community

The future of recreation in West Elgin will boost

- Job creation
- Tourism development
- Community engagement



WEST ELGIN RECREATION SURVEY

CONCLUSION

CONCLUSION

- Focus on programs that are safe and intriguing for all ages
- Inclusivity for all ages and abilities
- Focus on health
- Socialization
- Engage the community
- Promotion of events through all media sources
- Focusing on the FUNdamentals of sport
- Scheduling of programs to include evenings and weekends

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Staff Report

Report To: Council Meeting

From: Emily Jocius, Operations & Community Services Coordinator

Date: 2022-01-27

Subject: Celebration and Commemoration Reopening Fund Grant Partnership

Recommendation:

That West Elgin Council hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: Celebration and Commemoration Reopening Fund Grant Partnership with Dutton Dunwich; and

That West Elgin Council hereby supports West Elgin and Dutton Dunwich partnering for The Celebration and Commemoration Program Grant for COVID-19 Community Kindness

Purpose:

The purpose of this report is to provide West Elgin Council with information on the Celebration and Commemoration Re-opening Fund grant. As well as provide correspondence with the Municipality of Dutton Dunwich on partnering for this grant and the possibility of working together with Dutton Dunwich on a joint application and project.

Background:

The Celebration and Commemoration program – Reopening Fund is a one-year funding initiative, available through the celebration and commemoration program, will provide funding to eligible recipients to support initiatives that meet one or more of the following requirements

- Increase opportunities for Canadians to participate in various commemorative activities and celebrations to mark Canada's emergence from the COVID-19 pandemic.
- Build a sense of pride and belonging to Canada by holding celebratory and commemorative activities that recognize people and achievements in the response to covid-19
- Support the revival of local economies through in person events

The deadline for the application is January 31st, 2022.

The Municipality of Dutton Dunwich Recreation is proposing partnering with West Elgin on the following initiatives:

- "COVID-19 community kindness" – crowd sources call for nominations for individuals who stepped up during the pandemic to make a difference in our community and the lives of others in our community.
- Once all stories are collected, each nominee and close friends and family members (who fit criteria- to be determined) would be interviewed and a professional video would be produced to tell each story

- A “Celebrating COVID Kindness” event will take place where video would be screened, speeches made by community members and those nominated; A true marking of emerging from the pandemic. The event would also be videotaped and added to the final video
- Scope would encompass Dutton Dunwich and West Elgin. The intent is to get support from West Elgin Recreation Committee and Council prior to submitting the application.
- The application will be submitted by Dutton Dunwich on behalf of both Municipalities. The Recreation Committee from each municipality will collaborate on design and implementation of the event.
- Recreation Committee from both Municipalities would support the project and event.

Dutton Dunwich Council supported this initiative at their last Council meeting and West Elgin’s Recreation Committee supported this and is requesting West Elgin Council officially support this so that staff can proceed with the application.

Financial Implications:

The grant can fund 100 % of eligible expenses for an undetermined amount of funding. Recreation will be applying for 100 % of the cost the project (to be determined)

Report Approval Details

Document Title:	Celebration and Commemoration Reopening Fund Grant Partnership - 2022-10-Operations Community Services.docx
Attachments:	
Final Approval Date:	Jan 25, 2022

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: 2022-01-27

Subject: Monthly Operations Update – December 2021

Recommendation:

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

Purpose:

The purpose of this report is to provide Council with an update of operations carried out during the month of December 2021.

Background:

Utilities

- Locates continued for the next stage of fiber installation along Furnival Road between Rodney and Port Glasgow.
- Staff completed 4 water curb stop repairs during the month
- One utilities staff member completed snowplow training with the public works department. This operator holds a DZ licence and assists public works during the winter season, thus making good use of available resources.
- Roof repairs were completed above the West Lorne Library (flat roof). The contractor found a drain seal missing which had caused the water infiltration.
- All HVAC systems, including duct work, were professionally cleaned at the West Lorne Complex, Rodney Library and the Rodney Recreation Centre.
- Continued with regular maintenance, reads and utility requests
- Staff were able to coordinate some time off to use up remaining vacation time.

Public Works

- Sweeping of curb and gutters was completed by Mobil Sweep of London
- Dragging of gravel roads continued into December to keep them in good condition before freeze-up occurs
- Tree removal took place with the assistance of a contractor to handle areas where a bucket truck was required.
- Crews replaced a 1050mm diameter road culvert on Carroll Line between Graham and Dunborough
- Crews replaced cable guiderail on Marsh Line west of Furnival which was found to be damaged.

- Excavation was completed for hydro installation to the new electronic signs located in Rodney and West Lorne.
- Traffic control was provided for the Night Market held in downtown Rodney and the vaccine clinic held at the Elgin International Club.
- Training for snowplow operations and road patrol was provided to all applicable staff and taken jointly with operators from Dutton-Dunwich and Southwold to help reduce costs.
- The public works department winter shift began in December. This schedule has staff members on duty between 4am and 11pm (Mon-Fri) and road patrols competed twice daily (Sat-Sun) to monitor for adverse weather/road conditions.

Parks and Recreation

- Arena operations continued as normal during December with some extra bookings taking place over the Christmas holidays.
- Winter maintenance of sidewalks was completed multiple times during the month
- Rec staff assisted various local contractors to complete renovation work at the Scout Hall in West Lorne. Rec and Utility staff will be completing the project by painting trim and connecting plumbing fixtures in January.
- Assistance was provided to the Rodney Night Market Committee to coordinate efforts from the various municipal departments. I think all who attended this event would agree that it was a great success!
- All areas of the municipality were well represented in the holiday decorating contest with many great entries. A big thank you to all those who took the time to submit their address for the contest and the volunteers who travelled West Elgin for judging purposes.
- Programming at the Rodney Rec Centre started the month strong, with residents enjoying shuffleboard, pickleball, card playing and indoor walking. Unfortunately, these activities had to be suspended mid-month due to rising cases of COVID-19. Staff are continually monitoring the situation to determine when these programs can be started again.

Report Approval Details

Document Title:	Monthly Operations Update - December 2021 - 2022-12-Operations Community Services.docx
Attachments:	
Final Approval Date:	Jan 25, 2022

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

Jana Nethercott



Staff Report

Report To: Council Meeting
From: Jana Nethercott, Clerk
Date: 2022-01-27
Subject: TVDSB Trustee Distribution for 2022-2026

Recommendation:

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: TVDSB Trustee Distribution for 2022-2026; and

That West Elgin Council hereby supports the designation of Middlesex County by Board Resolution as a low population municipality; and

That West Elgin Council hereby supports the following Thames Valley District School Board Trustee Distribution for the 2022-2026 term:

- Two (2) Trustees representing Middlesex County
- Two (2) Trustees representing Oxford County
- Two (2) Trustees representing Elgin County
- Six (6) Trustees representing the City of London
- One (1) Indigenous Trustee appointed per Ontario Regulation 462/97;

That the Mayor send advocacy letters to ensure equitable representation that balances the rural interests within the geography of the Thames Valley District School Board to the Minister of Education, the Honourable Stephen Lecce; the Minister of Municipal Affairs and Housing, the Honourable Steve Clark; and Elgin-Middlesex-London MPP Jeff Yurek; and

That the same letter be sent to Thames Valley District School Board Trustee Chair Lori-Ann Pizzalato and the Director of Education Mark Fisher, requesting that a copy of this motion and letter be considered as correspondence at the next Board of Trustees meeting, prior to the Board's decision with respect to the composition of the 2022-2026 Board of Trustees

Purpose:

The purpose of this report is to bring to Council's attention the TVDSB possible changes to their boards composition and to gain support for an initiative to ensure that the TVDSB composition continues to balance rural interest and urban interests.

Background:

Since it is an election year, the Thames Valley District School Board can make changes to the composition of their Board of Trustees. According to the calculations, Middlesex County is considered a low population municipality, and they do not meet the requirements for two (2)

Trustees. In the past, Middlesex County has been officially designated a low population municipality by the Board, and this designation has allowed them two (2) representatives on the Board.

Without this designation, Middlesex County would be allowed only one (1) Trustee on the Board. This would reduce the number of rural representatives from six (6) to five (5) and increase the number of representatives from the City of London to seven (7). This change would result in five (5) rural representatives and seven (7) urban representatives on the Board.

In 1998 the Thames Valley District School Board (TVDSB) was formed, through the amalgamation of the former Middlesex County Board of Education, Oxford County Board of Education, Elgin County Board of Education and the City of London Board of Education. Upon amalgamation the TVDSB Trustee distribution consisted of two (2) Trustees elected in each County (Middlesex, Elgin, and Oxford) for a total of six (6) Trustees, and six (6) Trustees elected in the City of London.

The TVDSB electoral group population has remained consistent since amalgamation, between 400,000 and 999,999. As such, the TVDSB qualifies for a total of twelve (12) Trustees for the TVDSB geography, and one (1) Indigenous Trustee appointed per Ontario Regulation 462/97. The number of elected Trustees and the distribution within a Board's jurisdiction is governed by Ontario Regulation 412/00, in which the Regulation (the Act) requires school boards to pass a resolution by March 31st of an election year, either designating one (1) or more municipalities as low population, or declaring that no such designation will be made.

The electoral quotient (2018) for Middlesex County meets the requirements for Middlesex County to be designated as a low population municipality. By Board resolution, Middlesex County has historically been designated low population, and has been allotted two (2) Trustee representatives. As contained within the Act, the Board must consider the following principles when making this designation:

1. Municipalities with low populations should receive reasonable representation.
2. Evidence of historic, traditional or geographic communities should be taken into account.
3. To the extent possible, the identification of low population municipalities should permit the establishment of geographic areas that coincide with school communities.
4. Representation should not deviate unduly from the principle of representation by population. O. Reg. 412/00, s. 4 (4).

At a recent Elgin County CAOs meeting this information was discussed and the County brought forward a similar report and request at its January 20, 2022 meeting and sent out the information to all lower tier Council's for their consideration. The County provided a sample letter (attached) for Council's consideration as well.



February 8, 2022

The Honourable Stephen Lecce
Minister of Education
stephen.lecce@pc.ola.org

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
steve.clark@pc.ola.org

Mr. Jeff Yurek
MPP Elgin-Middlesex-London
jeff.yurek@pc.ola.org

Dear Ministers Lecce and Clark and MPP Yurek:

Re: Thames Valley District School Board Trustee Distribution for 2022-2026

At its meeting held on February 8, 2022 Elgin County Council passed the following resolution in support of equitable representation for rural communities on the Thames Valley District School Board:

THAT the County of Elgin support the designation of Middlesex County by Board resolution as a low population municipality;

THAT the County of Elgin support the following Thames Valley District School Board Trustee Distribution for the 2022- 2026 term:

- Two (2) Trustees representing Middlesex County
- Two (2) Trustees representing Oxford County
- Two (2) Trustees representing Elgin County
- Six (6) Trustees representing the City of London
- One (1) Indigenous Trustee appointed per Ontario Regulation 462/97;

THAT the Warden of the County of Elgin send advocacy letters to ensure equitable representation that balances the rural interests within the geography of Thames Valley District School Board to the Minister of Education, the Honourable Stephen Lecce; the Minister of Municipal Affairs and Housing, the Honourable Steve Clark; and Elgin-Middlesex-London MPP Jeff Yurek; and

THAT the same letter be sent to Thames Valley District School Board Trustee Chair Lori-Ann Pizzalato and the Director of Education Mark Fisher, requesting that a copy of this motion and letter be considered as correspondence at the next Board of Trustee's meeting, prior to the Board's decision with respect to the composition of the 2022-2026 Board of Trustees.

In 1998 the Thames Valley District School Board (TVDSB) was formed, through the amalgamation of the former Middlesex County Board of Education, Oxford County Board of

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



Education, Elgin County Board of Education and the City of London Board of Education. Upon amalgamation the TVDSB Trustee distribution consisted of two (2) Trustees elected in each County (Middlesex, Elgin, and Oxford) for a total of six (6) Trustees, and six (6) Trustees elected in the City of London.

The TVDSB electoral group population has remained consistent since amalgamation, between 400,000 and 999,999. As such, the TVDSB qualifies for a total of twelve (12) Trustees for the TVDSB geography, and one (1) Indigenous Trustee appointed per Ontario Regulation 462/97. The number of elected Trustees and the distribution within a Board's jurisdiction is governed by Ontario Regulation 412/00, in which the Regulation (the Act) requires school boards to pass a resolution by March 31st of an election year, either designating one (1) or more municipalities as low population, or declaring that no such designation will be made.

The electoral quotient (2018) for Middlesex County meets the requirements for Middlesex County to be designated as a low population municipality. By Board resolution, Middlesex County has historically been designated low population, and has been allotted two (2) Trustee representatives.

The continued designation of Middlesex County as a low population municipality will ensure that rural communities continue to have equitable representation on the Thames Valley District School Board. The TVDSB region includes many rural communities with unique needs. Locally-elected representatives are ideally placed to consider these needs through their work on the Board and its Committees.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Mary French
Warden

Cc Ms. Lori-Ann Pizzolato, Chair of the TVDSB, l.pizzolato@tvdsb.ca

Mark Fisher, Director of Education and Secretary, TVDSB, mark.fisher@tvdsb.ca

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

From: [Emily Jocius](#)
To: [Jana Nethercott](#); [Tara Kretschmer](#); [Heather Bouw](#)
Subject: school reduced rate
Date: January 19, 2022 2:58:53 PM

Hello all,

Please see a resolution from the West Elgin Community Centre Board of Management Meeting on January 12, 2022:

Moved: Jeff Carmichael
Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management hereby receives the report from Emily Jocius, Operations and Community Services Coordinator; and

The West Elgin Community Centre Board of Management hereby establishes a school rental rate for practices and rentals for all schools in Dutton Dunwich and West Elgin for use during non-prime time ice rental period at \$55.00 plus HST, pending the approval of Dutton Dunwich and West Elgin Council. The fee does not encompass game play nor can occur during prime-time rental period.

Carried

Please note the Board requires the endorsement of the Councils of The Municipality of Dutton Dunwich and The Municipality of West Elgin prior to this fee being put into force. Please advise once council has endorsed this resolution.

Thank you

Emily Jocius
The Municipality of West Elgin
22413 Hoskins Line Rodney, ON N0L 2C0
Operations & Community Services Coordinator
E:recreation@westelgin.net
P : (519)-785-0560 ext. 200



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

December 15, 2021, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main Street

West Lorne

Electronic Hybrid Meeting

Present: Duncan McPhail
Ken Loveland
Jim Hathaway
Jeff Carmichael

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

1. Call to Order

Chair K. Loveland called the meeting to order at 9:05 a.m.

2. Adoption of Agenda

Moved: Jim Hathaway

Seconded: Jeff Carmichael

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

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

Moved: Jim Hathaway

Seconded: Duncan McPhail

That West Elgin Community Centre Board of Management Committee adopt the minutes of November 10, 2021 as circulated and printed.

Carried

5. Business Arising from Minutes

Jim Hathaway spoke on the West Elgin Skating Club presidential change. There are some members that are interested in taking on the responsibility for continuing the program. J. Hathaway will provide updates as more information comes in.

6. Staff Reports

6.1 2022 Meeting Dates

The West Elgin Community Centre Board of Management regularly meets on the second Wednesday of each month. Please find below suggested meeting dates for 2022.

January 12

February 9

March 9

April 13

May 11

August10

September 14

October 12

December 14

Moved: Jim Hathaway

Seconded: Jeff Carmichael

That the West Elgin Community Centre Board of Management hereby review and approve the 2022 meeting dates.

Carried

6.2 2022 Draft Budget

Lee Gosnell, Manager of Operations and Community Services spoke on the 2022 draft budget. L. Gosnell went over line by line. 2 Capital projects for 2021 were transferred to reserves for 2022 and it was recommended that over the next three years we allocate money towards a new dehumidification system as the current system needs to be replaced.

Ken Loveland, Chair spoke on the split between Dutton Dunwich and West Elgin and the board directed staff to reach out to the main user groups to obtain numbers of participants from each community. This information will provide an updated financial split between Dutton Dunwich and West Elgin.

Moved: Duncan McPhail

Seconded: Jim Hathaway

that the West Elgin Community Board of Management hereby approves the 2022 budget for West Elgin Community Centre as presented.

Carried

6.3 Verbal Operational Update

Emily Jocius, Operations and Community Services Coordinator spoke on the current operations which are running well. We have added in additional skates over the holiday break as the Statutory holidays falls on the current public skate times.

COVID-19 QR codes will be used as of January 4, 2021 to assist all facilities that are currently to check proof of vaccination to make sure no fraudulent documents are begin used. Staff will find more information on the changes occurring in January and communicate the information with user groups.

6.4 Dehumidifier Repair

Adam Ecker, Parks and Recreation Supervisor spoke on the Dehumidification system.

Moved: Duncan McPhail

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management hereby receives the report from Lee Gosnell, Manager of Operations and Community Services. Re: Dehumidifier Repair and

That West Elgin Community Centre Board of Management hereby approves the repairs to the dehumidification system at the West Elgin Community Centre at a cost of \$4,233.00 plus applicable taxes as per attached quote by Drennan Refrigeration.

Carried

7. Adjournment

Moved: Jim Hathaway

Seconded: Jeff Carmichael

That the West Elgin Community Centre Board of Management hereby adjourn at 9:35 a.m. to meet again on January 12, 2021 or at the call of the chair.

Carried

Ken Loveland, Chair

Emily Jocius, Recording Secretary



Municipality of West Elgin

Minutes

Recreation Committee

December 15, 2021, 7:00 p.m.

West Elgin Community Complex - Hybrid Meeting

160 Main Street

West Lorne

Electronic Hybrid Meeting

Present:

K. Neil, Chair
Councillor A. Cammaert
Councillor T. Tellier
Nicole Campbell
Cindy da Costa
Megan Bartlett

Staff Present:

M. Badura, Treasurer
J. Nethercott, Clerk
Emily Jocius
Lee Gosnell

1. Call to Order

Chair Ken Neil called the meeting to order at 7:05 p.m.

2. Adoption of Agenda

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Recreation Committee hereby adopts the agenda as circulated.

Carried

4. Minutes

Moved: Cindy da Costa

Seconded: Megan Bartlett

That the West Elgin Recreation Committee adopts the minutes of November 22, 2021 as printed and circulated.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

5. Business Arising from Minutes

Emily Jocius, Operations and Community Services Coordinator provided an update on all items that were on the November 22, 2021 agenda.

The 2021 Holiday Decorating Contest contest entry submission has closed and judging will take place on December 16, and 17. The winner from each category will be contacted as of December 22, 2021.

The West Elgin Recreational Survey has opened and will close January 1, 2022. The recreation survey is open to the public on the Municipal Website and Facebook page. Anyone that would like to take the survey by paper will be able to pick the survey at the Rodney Recreation Centre or West Elgin Community Centre.

The Youth Task Team communications was discussed and will go to council in January.

6. Staff Reports

E. Jocius provided the Recreation Committee with an update regarding current operations. All recreation programs are currently taking place and will be postponed as of December 24, 2021 until January 3, 2021.

The committee was provided with a verbal update on what will be placed in the 2022 draft budget. The committee provided staff with additional ideas to include and explore. The committee ideas included partnering with the lawn bowling club to provide lawn bowling lessons, and starting an outdoor running group.

6.1 Operational Update

Moved: Councillor Cammaert

Seconded: Megan Bartlett

That West Elgin Recreation Committee hereby receives the report from Emily Jocius, Operations and Community Services Coordinator for information purposes.

Carried

7. Adjournment

Moved: Councillor Cammaert

Seconded: Cindy da Costa

That West Elgin Recreation Committee hereby adjourn at 7:47 p.m. to meet again on January 19, 2022 or at the call of the chair.

Carried

Ken Neil, Chair

Emily Jocius, Recording Secretary

December 31, 2021

Municipality of West Elgin
22413 Hoskins Line
PO Box 490
Rodney, ON N0L 2C0

Good Morning,

On behalf of the FCHS Foundation, I would like to extend a sincere thank you for supporting the FCHS Foundation's **2021 Fall/Winter Patient Medical Appeal**. Please see attached your receipt.

All of us at Four Counties Health Services Foundation and Four Counties Health Services would like to thank you for your support of our foundation and hospital. Without you, FCHS would not have the modern medical equipment it has to provide Care Close to Home.

Our dedicated staff, physicians and volunteers strive for continued excellence in the care they provide. With this comes the need to renew existing equipment and technology which are essential tools to deliver quality, safe and efficient care to you and your loved ones.

At FCHS Foundation we treat your personal information with respect and do not rent, sell or trade any personal information. Your information is used only to issue your charitable receipt, for donor recognition and to inform you about fundraising and other events at FCHS. If you wish to have your name removed from the mailing list please notify us by phone at 519-693-4441 x 2438 or email martha.wortner@mha.tvh.ca.

Sincerely,



Tom Jeffery, Chair FCHS Foundation

*Thank you for
your generous &
continued support*

FOR ACKNOWLEDGEMENT PURPOSES ONLY

FOUR COUNTIES HEALTH SERVICES FOUNDATION

1824 Concession Drive, RR 3, Newbury, ON N0L 1Z0 (519) 693-4441

Canada Revenue Agency: canada.ca/en/services/taxes/charities.html

Charity BN/Registration #: 11892 9546 RR0001

RECEIPT #: N/A

Gift Date: 2021-12-23
Receipt Date: 2021-12-31
Amount: \$5,000.00

Municipality of West Elgin
22413 Hoskins Line PO Box 490
Rodney, ON N0L 2C0

M. O. Wortner

Authorized Signature – Martha Wortner

Serving Elgin, Kent, Lambton and Middlesex Counties

From: [Ken Neil](#)
To: [Jana Nethercott](#); [Lee Gosnell](#)
Subject: Road Closure
Date: January 12, 2022 10:25:19 AM

If Covid cooperates and allows us to have the Mother's day Road Race, would you please make a formal request to the council that we would like to have Marsh Line closed from Graham Road to Kerr Road From Approximately 9AM to 11Am. With the help of the Fire Department Trucks we are able to leave Graham Road open but have traffic control in place. We also have traffic control on the short distance that we use Kerr Road. Thanks

Ken Neil Chairman
Mother's Day Road Race.
A Child's smile--makes it all worthwhile!

Port Glasgow Yacht Club

P.O. Box 315, Rodney, ON N0L 2C0

***** VIA EMAIL *****

January 17th, 2022

Mayor and Council
The Municipality of West Elgin
22413 Hoskins Line
Rodney ON N0L 2C0

Remediation Initiative - East of Sixteen Mile Creek 2021/2022

Attached please find our internal review, as we undertook to complete, of the noted initiative and the concerns/complaints identified during the West Elgin Council meeting December 2nd, 2021.

We trust that our review will provide insight to Council regarding this matter. PGYC did not, with this initiative, nor will we with any future project in partnership with the Municipality arbitrarily engage in any unsanctioned work. Our sole intent as a community service organization was to assist the Municipality in enhancing safety, usability, and appearance of Port Glasgow for our community.

Please be advised pursuant to our By-Laws the PGYC Executive going forward for a two-year term is President Rick McFadden, 1st Vice President Remi Begin, 2nd Vice President John Crowell, Secretary Steve Kerr, and Norm Miller Past President.

Yours sincerely,

Original Signed

Rick McFadden, President for
The Board of Directors Port Glasgow Yacht Club

Attachment(s)

INTERNAL REVIEW

PGYC REMEDIATION INITIATIVE EAST OF SIXTEEN MILE CREEK PORT GLASGOW MUNICIPAL BEACH

**JANUARY 2022
THE BOARD OF DIRECTORS
PORT GLASGOW YACHT CLUB**

1. INITIATIVE and SCOPE

The bush/forested areas of Port Glasgow Beach to the east of Sixteen Mile Creek adjacent to the marina had not been managed in many years if at all and as result were grossly overgrown. Proposed remediation of this area included clearing of overgrown brush and invasive species and subsequent replanting native species. This initiative was discussed at PGYC Director meetings and various work parties in 2020/2021 and Directors felt that it was a worthwhile initiative to undertake for the betterment of Port Glasgow and the community.

2. PLANNING/COMMUNICATION/CONSULTATION

The remediation initiative was discussed with West Elgin February 23rd, 2021, at a Board of Management Meeting and there was agreement the initiative had merit however contact with LTVCA needed to occur and necessary approvals would be required before it could proceed.

On site meetings at various times in 2021 were arranged with Lower Thames Valley Conservation Authority (LTVCA) and various others. Present at the onsite meeting April 2nd, 2021, was Ms. Valerie Towsley Watershed Resource Technician, Norm Miller, Rick McFadden of PGYC, Mr. Lee Gosnell Manager of Operations and Community Services and Ms. Magda Badura CAO.

On June 15th, 2021, Mr. Greg Van Every Environmental Project Coordinator attended the marina along with his staff to meet with Directors Norm Miller, Dennis Lee and Ron Fox and then to commence re-planting on yacht club land east hill. After completion of planting, it was understood Mr. Van Every went to contact Mr. Lee Gosnell who was working on the west side of the marina that day.

Other contacts were made with LTVCA Mr. Jason Homewood Watershed and Regulations, Deputy Mayor Richard Leatham Council Liaison with LTVCA. PGYC. On December 14th, 2021, Mr. Greg Van Every Environmental Project Coordinator met with Norm Miller and Rick McFadden to review work done and plan for next steps.

It was the stated position of LTVCA that; the initiative had merit and would be of considerable benefit to manage the forested areas to provide an appealing safe area for numerous recreational uses of this area. LTVCA indicated permitting was not required however attached the caveat that no work could be undertaken until the nesting season of various bird species was complete usually by the second week of June.

PGYC subsequently engaged the services of GWG Resource Management a local firm that provides expertise in forestry management, planning and planting to develop a plan for clearing of unmanaged overgrowth and invasive species.

On receipt the GWG report, copy attached as an Appendix and previously provided to West Elgin, acting on the recommendations therein PGYC contracted the services of a local contractor, Summit Tree Services. A site visit was arranged and an agreement to conduct the work at a time to be determined was entered. At the Board of Management meeting June 15th, 2021, attended by PGYC, West Elgin Councillors and CAO Magda Badura the initiative was discussed, and it was determined that work may be deferred until 2022 owing to the nesting concerns identified by LTVCA, the busy marina and beach summer season, ground/atmospheric conditions and subject to contractor availability.

At this meeting West Elgin CAO Magda Badura was identified as the PGYC point of contact with West Elgin and Director Rick McFadden (Chair PGYC Maintenance and Security Committee) as West Elgin's contact with PGYC for this and any other initiatives of mutual interest. Summit Tree Service was able to commence work November 12th, 2021. Director Rick McFadden contacted and advised West Elgin.

3. CONCERNS/COMPLAINTS

Regarding the written complaint along with digital images received by West Elgin and other verbal complaints alluded to but not disclosed it must be noted these were received while initiative was and is still a work in progress.

No issue is taken with an individual's personal perspective. However, an opinion voiced without benefit of accurate information is rendered subjective at best. Viewing the digital images alone might give the impression the work was not at all well done. Opinions expressed regarding the work done would have greater relevance after the project had been completed. Conversely, positive comments that have been received on social media and in person regarding the work done thus far suggest not everyone is dissatisfied.

The damage to the footbridge that is scheduled for replacement is acknowledged. Regardless of how or who caused the damage it was expeditiously repaired by a club member or members. It should also be noted that; the footbridge is continually subjected to unauthorized vehicular traffic either ATV or smaller four-wheel drive vehicles during the dark hours or off season. The day after the damage was repaired and re-grading of gravel leading to the bridge apron was completed by a club volunteer, there was evidence of vehicles "doing donuts" throwing the fresh gravel onto the bridge and then traversing it and then into the creek.

With respect to communication concerns alluded to, there is no question that to be effective communication must be accurate, timely, flowing both ways and almost always can be improved upon. Any suggestion there was no communication relative to the initiative is incorrect.

4. PROJECT COMPLETION

Mr. Greg Van Every LTVCA has completed a detailed plan, copy attached as an Appendix, for re-planting with various native species that will enhance both the health and appearance of the area east of the creek. Mr. Van Every was asked to provide an expert opinion regarding concerns with erosion and displacement of wildlife that has or may occur because of remediation along Sixteen Mile Creek. His response: erosion is not a concern, and wildlife will not be negatively impacted.

Re-Planting will be conducted in the spring 2022.

5. FISCAL IMPLICATIONS

There are no fiscal implications to the Municipality of West Elgin tax payors as the initiative was funded entirely by PGYC.

6. SUMMARY

Port Glasgow Yacht Club routinely conducts operational reviews of all projects undertaken focusing on; (1) were desired outcomes achieved, (2) what worked, what didn't work and (3) what could or should have been done differently. This remediation initiative that was undertaken by PGYC to support and assist the Municipality of west Elgin for the betterment of Port Glasgow is no different.

The project was not arbitrary in nature, extensive consultation prior to and during did occur. Expertise, advice, and permissions was sought out from the regulatory body and the private sector and that continues as the project moves to completion. Projects and initiatives undertaken by service organizations or municipalities for that matter, despite how well intended and implemented will never please everyone.

The common denominator in the area "what could or should have been done differently" is communication. This is not unique in any partnership nor is it an area that cannot be resolved by West Elgin and PGYC going forward. PGYC commits to work with West Elgin staff to develop a defined process that meets the needs of each.

**The Board of Directors
Port Glasgow Yacht Club**

APPENDICES

- A. FEASIBILITY REPORT and PLAN
GWG RESOURCE MANAGEMENT**
- B. QUOTE
SUMMIT TREE SERVICE**
- C. INVOICE
SUMMIT TREE SERVICE**
- D. RE-PLANTING PLAN and COSTS
LTVCA MR. GREG VAN EVERY**



Norm Miller
2021
Attention: Mayor Duncan McPhail
22709 Talbot Line
Rodney, Ont.
N0L 2C0

March 11,

**SUBJECT: 16 Mile Creek Rehabilitation Project at Port
Glasgow Marina & Yacht Club**

Dear Norm & Duncan,

On February 16th, I met with Norm Miller to look at the possibility of rehabilitating the area between the beech & 16 Mile Creek at the Port Glasgow Marina & Yacht Club.

The following is what I observed during the walkabouts.

- Understory on the south side of 16 Mile Creek consists of many undesired shrubs (ie. Multi-Flora Rose, Wild Grape Vine, etc.) with patches of Phragmites (invasive specie) on the north side of 16 Mile Creek.
- There is some black walnut, white cedar, silver maple, tamarack, black locust, cottonwood & ash growing throughout.
- The one ash tree is dead & could become a hazard to the public.

My recommendations currently are:

1. On the south side of 16 Mile Creek clear undesired trees (black locust, ash, etc.) & shrubs (multi-flora rose & wild grape vines) to open up areas for picnic tables & viewing area of 16 Mile Creek.
2. Cut down the dead ash tree before tree becomes a hazard.
3. Retain all black walnut, white cedar, silver maple & any other trees that may be beneficial to the area.
4. Control the phragmites on the north side of 16 Mile Creek to stop it from spreading any farther along the creek.
5. After project is complete, possibly plant some native tree/shrub species throughout to provide diversity & habitat for wildlife.

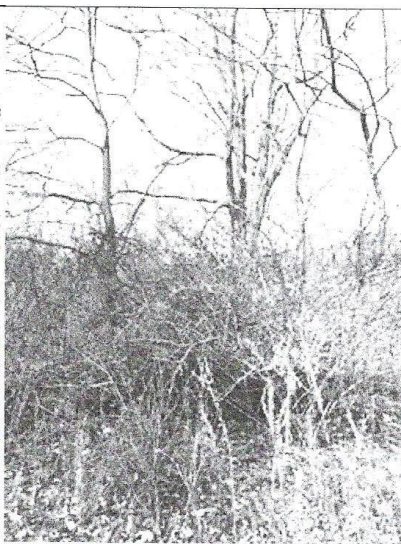
G.W.G. Resources Services
237 Washburn St, Belmont ON, N0L 1B0
519 644 0791 | gwg.resources@on.aibn.com | www.gwgresources.com



Phragmites on north side of 16 Mile Creek



Dead Ash Tree



Undesired understory shrubs

Please call if you have any questions or wish to discuss this report.

Yours truly,

Darryl Greer
G.W.G. Resources Services

G.W.G. Resources Services
237 Washburn St, Belmont ON, N0L 1B0
519 644 0791 | gwg.resources@on.aibn.com | www.gwgresources.com

Summit Tree Service Inc.
 6709 Glendon Drive
 Melbourne ON N0L 1T0
 summittree@outlook.com
 Business Number 766460711 RT0001



Estimate

ADDRESS

Rick
 Port Glasgow Yacht Club
 8536 Haven's Lake Rd
 Rodney Ontario

ESTIMATE # 1076

DATE 30/03/2021

DATE	ACTIVITY	DESCRIPTION	TAX	QTY	RATE	AMOUNT
	Services	Clear area West of pier and East of bridge (South of creek) of undesirable trees, including stump removals to resemble an inviting and park-like area	HST ON	1	7,300.00	7,300.00
	Services	Remove Poplar tree by office	HST ON	1	1,300.00	1,300.00
	Services	Clear area East of the club as per meeting with as little ground disturbance as reasonable. Walnut logs will be left and a price will be provided later for them - or they can be sold to a third party. *Stump grinding not included *Clear markings will need to be provided by the forester	HST ON	1	8,800.00	8,800.00

SUBTOTAL 17,400.00
 HST (ON) @ 13% 2,262.00
TOTAL CAD 19,662.00

TAX SUMMARY

RATE	TAX	NET
HST (ON) @ 13%	2,262.00	17,400.00

Summit Tree Service Inc.
 6709 Glendon Drive
 Melbourne ON N0L 1T0
 summittree@outlook.com
 Business Number 766460711 RT0001



INVOICE

BILL TO
 Rick
 Port Glasgow Yacht Club
 8536 Haven's Lake Rd
 Rodney Ontario

INVOICE # 2063
DATE 12/07/2021
DUE DATE 11/08/2021
TERMS Net 30

DATE	ACTIVITY	DESCRIPTION	TAX	QTY	RATE	AMOUNT
	Services	Remove Poplar tree by office	HST ON	1	1,300.00	1,300.00
	Services	Clear area East of the club as per meeting with as little ground disturbance as reasonable. Walnut logs will be left and a price will be provided later for them - or they can be sold to a third party. *Stump grinding not included *Clear markings will need to be provided by the forester	HST ON	1	8,800.00	8,800.00
	Services	Clear the East bank of the river up to the bridge of undesirable trees.	HST ON	1	1,800.00	1,800.00
	Services	Remove two additional large Black Locusts that were unmarked.	HST ON	2	800.00	1,600.00
	Services	Garlon RTU	HST ON	1	500.00	500.00
	Services	Clear an additional 50 yards of ditch at front entrance	HST ON	1	1,100.00	1,100.00

SUBTOTAL 15,100.00
 HST (ON) @ 13% 1,963.00
 TOTAL 17,063.00
BALANCE DUE CAD 17,063.00

2022 Restoration Project



Legend

0 0.15 0.3 Km

Restoration_Projects

Restoration

-  Prairie
-  Tree Planting
-  Parcel 2020

— Roads_LTVCA_ORN_Apr2009

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Port Glasgow Yacht Club Restoration Plan

c/o Norm Miller - President
519.777.2408

Banks of 16 Mile Creek to be planted east of foot bridge with native flowers and native tall grass upon removal of Phragmites by Municipality of West Elgin

South Bank will also host clusters of Serviceberry Shrubs, and Eastern Redbud.



100 Thames St.
Chatham, ON, Canada N7L 2Y8
(519) 354-7310

Norm Miller

Port Glasgow Marina

519.777.2408

Total Acres 1

<u>Large Stock</u>	<u>Lot No</u>	<u>Quantity</u>	<u>Price/Unit</u>	<u>SubTotal</u>
Serviceberry		30	\$19.50	\$585.00
		30		\$585.00
Hand Planting			\$12.50	\$375.00
				\$375.00

Total Project Cost	\$960.00
HST (0.13)	\$124.80
Total Before Incentives	\$1,084.80

Incentives

Enbridge Shoreline Pilot	\$316.80
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Total	\$768.00
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Owner Credit	\$0.00
Recommended Deposit	\$585.00



100 Thames St.
Chatham, ON, Canada N7L 2Y8
(519) 354-7310

Prairie Development

Norm Miller		Total Acres	1
Port Glasgow Marina			
Planting Cost			\$1,825.00
	Subtotal		\$1,825.00
	HST		\$237.25
	Total Cost		\$2,062.25
Incentive Contributors	Percent	Contribution	
Enbridge Shoreline Pilot	33%		\$660.00
	Balance		\$1,402.25



MUNICIPALITY OF **West Elgin**

The Corporation Of The Municipality Of West Elgin

By-Law No. 2022-03

Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on January 27, 2022.

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

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

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

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

1. That the actions of the meeting of Council held on January 27, 2022, 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 27th day of January, 2022.

Duncan McPhail
Mayor

Jana Nethercott
Clerk