



# Municipality of West Elgin

## Agenda

### Council Meeting

Date: February 24 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](mailto:clerk@westelgin.net).

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Agenda as presented.

3. Disclosure of Pecuniary Interest

4. Public Meeting

Recommendation:

That Council proceed into a Public Meeting pursuant to Section 34 of the *Planning Act*, R.S.O. 1990 at \_\_\_\_\_ a.m. in order to consider a proposed amendment to Zoning By-Law 2015-36.

#### **4.1. Purpose of the Public Meeting**

The purpose of the public meeting is to review an application for the rezoning of lands located at 21934 Johnston Line, Rodney as a condition of Consent Application E68-21 by rezoning the retained farmland parcel from General Agricultural (A1) Zone to Agricultural (A2) Zone in order to prohibit a dwelling; and rezoning the severed surplus farm dwelling parcel from General Agricultural (A1) Zone to Restricted Agricultural Site-Specific Provision 6 (A3-6) Zone, in order to recognize the new surplus farm swelling lot being created with minimum lot frontage reductions.

Council will not make a decision on the application at this public meeting. Based on the recommendation and information received at this public meeting an amending by-law will be presented to Council in the by-law portion of the Regular Meeting of Council.

The Planner is keeping a public registry and if any member of the public wishes to be notified in writing of the decision on this application they can provide their name and mailing address via email to [planning@westelgin.net](mailto:planning@westelgin.net) or by calling 519-785-0560 ext 226 no later than 4 pm on the day of the public meeting. A person or public body may appeal a decision if they have made an oral or written submission at today's meeting. If you wish to make an oral submission during this public meeting please use the raise your hand feature in Zoom and the Clerk will allow you to speak, when the call is put out for public comments.

#### **4.2. Zoning By-law Amendment Application D14-02-2002 - Recommendation Report**

##### **4.2.1. B. Pearce, Planner - Zoning By-law Amendment D14 02-2022 – Recommendation Report (Planning Report 2022-04)**

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#### **4.3. Applicant Presentation**

#### **4.4. Public Comments**

#### **4.5. Council Comments**

#### **4.6. Recommendation**

Recommendation:

That West Elgin Council hereby receives the report from Bryan Pearce, Planner, regarding Zoning By-law Amendment Application D14 02-2022 – 21934 Johnston Line Recommendation Report (Planning Report 2022-04); and

That West Elgin Council approve the rezoning of 21934 Johnston Line from General Agricultural (A1) Zone to Agricultural (A2) Zone and Restricted Agricultural Site-Specific Provision 6 (A3-6) Zone, with Site-Specific Provision 6 reducing the minimum lot frontage from 30 metres to 19.6 metres, in accordance with the draft by-law contained within Appendix Two of this report, Planning Report 2022-04; and

Further That West Elgin Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the February 24, 2022 Council Agenda.

#### **4.7. Close of Public Meeting**

Recommendation:

That West Elgin Council hereby closes the Public Meeting held pursuant to Section 34 of the *Planning Act, R.S.O. 1990* at \_\_\_\_\_ a.m. to reconvene in the Regular Meeting of Council.

### **5. Adoption of Minutes**

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Recommendation:

That the Minutes of the Council meeting on February 10, 2022 be adopted as circulated and printed.

### **6. Business Arising from Minutes**

### **7. Staff Reports**

#### **7.1. Operations & Community Services**

<b>7.1.1.</b>	<b>E Jocius, Operations and Community Services Coordinator - Youth Task Team Request</b>	<b>28</b>
	<p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: Youth Task Team Request to Join West Elgin Recreation Committee; and</p> <p>That West Elgin Council hereby</p> <hr/>	
<b>7.2.</b>	<b>Planning</b>	
<b>7.2.1.</b>	<b>B. Pearce, Planner - Additional Dwelling Units/Second Residential Units – Dedicated Webpage (Planning Report 2022-05)</b>	<b>31</b>
	<p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Bryan Pearce, Planner, regarding Additional Dwelling Units/Second Residential Units – Dedicated Webpage (Planning Report 2022-05), for information purposes.</p>	
<b>7.3.</b>	<b>Clerk's</b>	
<b>7.3.1.</b>	<b>J. Nethercott, Clerk - Coyote Population Control</b>	<b>40</b>
	<p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Coyote Population Control for information purposes.</p>	
<b>7.3.2.</b>	<b>J. Nethercott, Clerk - Use of Corporate Resources During an Election Policy</b>	<b>45</b>
	<p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Use of Corporate Resources During an Election Policy; and</p> <p>That West Elgin hereby considers the By-law to adopt the Use of Corporate Resource During an Election Policy.</p>	
<b>7.4.</b>	<b>Finance/Administration</b>	

**7.4.1. M. Badura, CAO/Treasurer - 2021 Council Remuneration** 54

Recommendation:

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re: 2021 Council Remuneration and Expenses report for information only.

**8. Committee and Board Report**

**8.1. Councillor Reports from Committees**

**8.2. Four Counties Transportation Services Board Minutes of January 10, 2022** 56

**8.3. West Elgin Recreation Committee - Minutes of January 19, 2022** 60

**9. Accounts**

Recommendation:

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #2A amounting to \$688,474.13 in settlement of General, Road, Water and Arena Accounts including EFT#4840-4883, online Payments# 869-875, cheque# 25867-25888 and Payroll PP03.

**10. Correspondence**

**10.1. Elgin County Council Highlights - February 8, 2022** 64

**10.2. Elgin County OPP 2021 Annual Report** 69

**10.3. Township of Limerick - Gypsy Moth Spraying** 92

**10.4. Municipal Resolutions to Dissolve Ontario Land Tribunal** 93

**10.5. Norfolk County - Year of the Garden Proclamation** 109

**10.6. Rodney Carpet Bowlers and Shuffle Boarders - Request to Waive Fees** 112

**11. Council Inquires/Announcements**

**11.1. Notice of Motion**

**11.2. Statements/Inquires by Councillors**

**11.3. Matters of Urgency**

## **12. By-Laws**

### **12.1. By-Law 2022-08 Use of Municipal Resources During an Election Policy 113**

Recommendation:

That By-Law 2022-08 being a By-Law to adopt the Policy CO-2.1 - Use of Municipal Resources During an Election, be read a first, second and third and final time.

### **12.2. By-Law 2022-09 - Rezone 21934 Johnston Line 121**

Recommendation:

That By-law 2022-09 being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 21934 Johnston Line, be read a first, second and third and final time.

## **13. Closed Session**

Recommendation:

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

## **14. Report from Closed Session**

## **15. Confirming By-Law 124**

Recommendation:

That By-law 2022-10 being a By-law to confirm the proceeding of the Regular Meeting of Council held on February 24, 2022 be read a first, second and third and final time.

## **16. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet as Committee of the Whole.



## Staff Report

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**Report To:** Council Meeting  
**From:** Bryan Pearce, Planner  
**Date:** 2022-02-24  
**Subject:** Zoning By-law Amendment D14 02-2022 – Recommendation Report  
(Planning Report 2022-04)

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### **Recommendation:**

That West Elgin Council hereby receives the report from Bryan Pearce, Planner, regarding Zoning By-law Amendment Application D14 02-2022 – 21934 Johnston Line Recommendation Report (Planning Report 2022-04); and

That West Elgin Council approve the rezoning of 21934 Johnston Line from General Agricultural (A1) Zone to Agricultural (A2) Zone and Restricted Agricultural Site-Specific Provision 6 (A3-6) Zone, with Site-Specific Provision 6 reducing the minimum lot frontage from 30 metres to 19.6 metres, in accordance with the draft by-law contained within Appendix Two of this report, Planning Report 2022-04; and

Further That West Elgin Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the February 24, 2022 Council Agenda.

### **Purpose:**

The purpose of the Zoning By-law Amendment is to consider a condition of Consent Application E68-21, by rezoning of the retained farmland parcel from General Agricultural (A1) Zone to Agricultural (A2) Zone, in order to prohibit a dwelling; and rezoning the severed surplus farm dwelling parcel from General Agricultural (A1) Zone to Restricted Agricultural Site-Specific Provision 6 (A3-6) Zone, in order recognize the new surplus farm dwelling lot being created with restricted agricultural land use permissions, with a special provision recognizing the reduced minimum lot frontage requirements from 30 metres to 19.6 metres.

### **Background:**

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

<b>Owner:</b>	Pioneer Hay Sales Ltd
<b>Applicant/Agent:</b>	Dan McKillop
<b>Legal Description:</b>	West Part Lot 9, Concession 2
<b>Civic Address:</b>	21934 Johnston Line
<b>Entrance Access:</b>	Johnston Line
<b>Water Supply:</b>	Existing: Private Individual Well Proposed: Private Individual Well
<b>Sewage Disposal:</b>	Existing: Private Individual Septic System Proposed: Private Individual Septic System

<b>Lot Area:</b>	27.09 hectares (66.94 acres)
<b>Lot Frontage:</b>	607.55 metres (1,9993.27 feet)
<b>Lot Depth:</b>	434.5 metres (1,425.52 feet)
<b>Use of Lands:</b>	Existing: Agricultural Proposed: Proposed Lot will be Rural Residential and retained land will remain Agricultural
<b>Buildings and Structures:</b>	Existing: House, constructed in 1992; and Shop, constructed in 2014 Proposed: None

Figure One below, depicts the subject lands:



The surrounding land uses are as follows:

- North: Agricultural;
- East: Agricultural;
- South: Johnston Line (Elgin County Road 6), followed Agricultural, including by swine operation; and
- West: Agricultural.

The zoning sketch, depicting the surplus farm dwelling lot creation (E68-21 application), is attached to this report as Appendix One for reference purposes.

Council may recall that Planning Report 2021-27, went before Council on September 9, 2021 to authorize comments to the County of Elgin on the consent application, E68-21 and provided planning analysis for the proposed surplus farm dwelling lot creation against the planning documents.

### **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.

### **PPS:**

The subject lands are within the Agricultural area (Section 2.3). The proposed retained parcel would be rezoned to prohibit a dwelling through the zoning by-law amendment, in accordance with Section 2.3.4.1(c) of the PPS. The proposed new land uses comply with the minimum distance separation formulae, in accordance with Section 2.3.3.3 of the PPS.

No development is being proposed with the proposed zoning by-law amendment within adjacent lands of the Natural Heritage (Section 2.1) area of the subject lands.

This proposed Zoning By-law Amendment is consistent with the PPS.

### **CEOP:**

The subject lands are designated Agricultural Area on Schedule 'A' Land Use in the CEOP. Section E1.2.3.4 b) of the CEOP permits the creation of new lots provided the local Official Plan supports their creation and if the lot is to be created to accommodate a habitable residence that has become surplus to a farming operation as a result of a farm consolidation provided that the development of a new residential use is prohibited on any retained parcel of farmland created by the consent to sever.

No development is being proposed with the proposed zoning by-law amendment within adjacent lands of the Natural Heritage (Section D1.2) areas of the subject lands.

Therefore, this proposed Zoning By-law Amendment conforms to the CEOP.

**OP:**

The subject lands are designated as Agricultural, as shown on Rural Area Land Use and Transportation Schedule 'E' of the OP.

The agricultural land use policies, under Section 6.2 of the OP, permit farm dwelling on the farm operation.

Section 6.2.9 policies of the OP, state that the creation of a lot for the purposes of disposing of a dwelling considered surplus as a result of farm consolidation, being the acquisition of additional farm parcels to be operated as one farm operation, shall considered provided no new or additional dwelling is permitted in the future on the remnant parcel which shall be ensured through an amendment to the Zoning By-law.

No development is proposed within the natural heritage portion of the property.

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 General Agricultural (A1) on Schedule A, Map 7 of the ZBL, as depicted in Figure Two below.



Permitted uses within the General Agricultural (A1) Zone include single unit dwelling. The minimum lot area and lot frontage requirements of the General Agricultural (A1) Zone are 20.2 hectares and 300 metres respectively.

The proposed severed parcel area is approximately 6,082.3 square metres (1.5 acres), with a lot frontage of 19.65 metres (64.47 feet); and would need to be rezoned to implement the proposed lot creation, by rezoning it to the Restricted Agricultural Special Provision 6 (A3-6) Zone. The Restricted Agricultural (A3) Zone has a minimum lot area of 4000 square metres and a minimum lot frontage of 30 metres respectively. The Special Provision would be required to reduce the minimum lot frontage from 30 metres to 19.6 metres, in order to minimize agricultural land loss.

The proposed retained parcel would need to be rezoned to the Agricultural (A2) Zone, in order to prohibit a single unit dwelling on the farmlands.

A draft of the zoning by-law amendment be considered is appended to this report as Appendix Two, for reference purposes.

Therefore, the proposal for the surplus farm dwelling lot creation would be in compliance with the Zoning By-law, subject to the Zoning By-law Amendment being implemented.

### **Circulation Of The Application:**

The application was circulated to the applicable commenting agencies and neighboring property owners within 120 meters of the subject lands on February 3, 2022, 21 days prior to the public meeting (minimum 20 days required).

Additional information related to the application is available on the website:

<https://www.westelgin.net/en/business-and-development/current-planning-applications.aspx#D14-02-2022---Zoning-By-law-Amendment---21934-Johnston-Line>

### **Municipal Department Comments:**

The zoning by-law amendment application was circulated to the Development Application Review Team for comment, the following comments were received:

- Building Department – A new septic system was installed under permit No. 2021-135 for 21934 Pioneer Line. The Chief Building Official conducted an inspection of the septic system on December 21<sup>st</sup>, 2021. There are outstanding inspections to be completed for this open permit.
- Utilities Department – no issues with Utilities, there is no sewer or water available at this location.

Planning Staff notes that the septic replacement is occurring as a condition of the consent application.

### **Agency Comments:**

The zoning by-law amendment application was circulated to the Agencies for comment. The following comments were received:

#### **Lower Thames Valley Conservation Authority**

Lower Thames Valley Conservation Authority, in their February 4, 2022 letter noted the following:

- After reviewing our files and mapping, staff determined that the property in question is subject to the Authority's Development and Alteration to Watercourses portion of the regulations. The issue of concern in this area is the Purcell Drain.
- An application from this office is required prior to any works/construction/alteration taking place within the regulated area. The lands are not subject to flooding of a general nature and as such structures are not required to be flood proofed. However, the flood proofing of structures for the purposes of prevention of flood damage from local, overland drainage waters is always recommended. Setbacks from the drains will be required to any proposed structure(s).

Planning Staff has no issues or concern with the Lower Thames Valley Conservation Authority comments, as the comments can aid the Applicant with their proposal and does not impact the proposed zoning by-law amendment, as proposed.

### **Public Comments:**

At the time of subject of this report, no written comments from the public have been received related to the zoning by-law amendment.

### **Summary/Conclusion:**

Therefore, it is Planning Staff's opinion that the proposed Zoning By-law Amendment is consistent with the PPS, conforms to the CEOP and conforms to the OP; and recommends that the request for Zoning By-law Amendment be approved, subject to no concerns being raised through any oral and written submissions being received since the writing of this report and at the public meeting.

Once a Council decision is made, Notice will be sent to those who have requested a copy and/or attended the public meeting or provided written comments.

There will be a 20 day appeal period after the Notice is sent out. Any appeals received by the Municipality of West Elgin will be forwarded to the Ontario Land Tribunal (formerly the Local Planning Appeal Tribunal) for a hearing, in accordance with the Planning Act.

Respectfully Submitted,

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

### Report Approval Details

Document Title:	Zoning By-law Amendment Application D14 02-2022 - Recommendation Report - 2022-04-Planning.docx
Attachments:	- Appendix One - Planning Report 2022-04 - Zoning Sketch - D14 02-2022(AODA).pdf - Appendix Two - Planning Report 2022-04 - Draft By-law - D14 02-2022(AODA).pdf
Final Approval Date:	Feb 22, 2022

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

Jana Nethercott

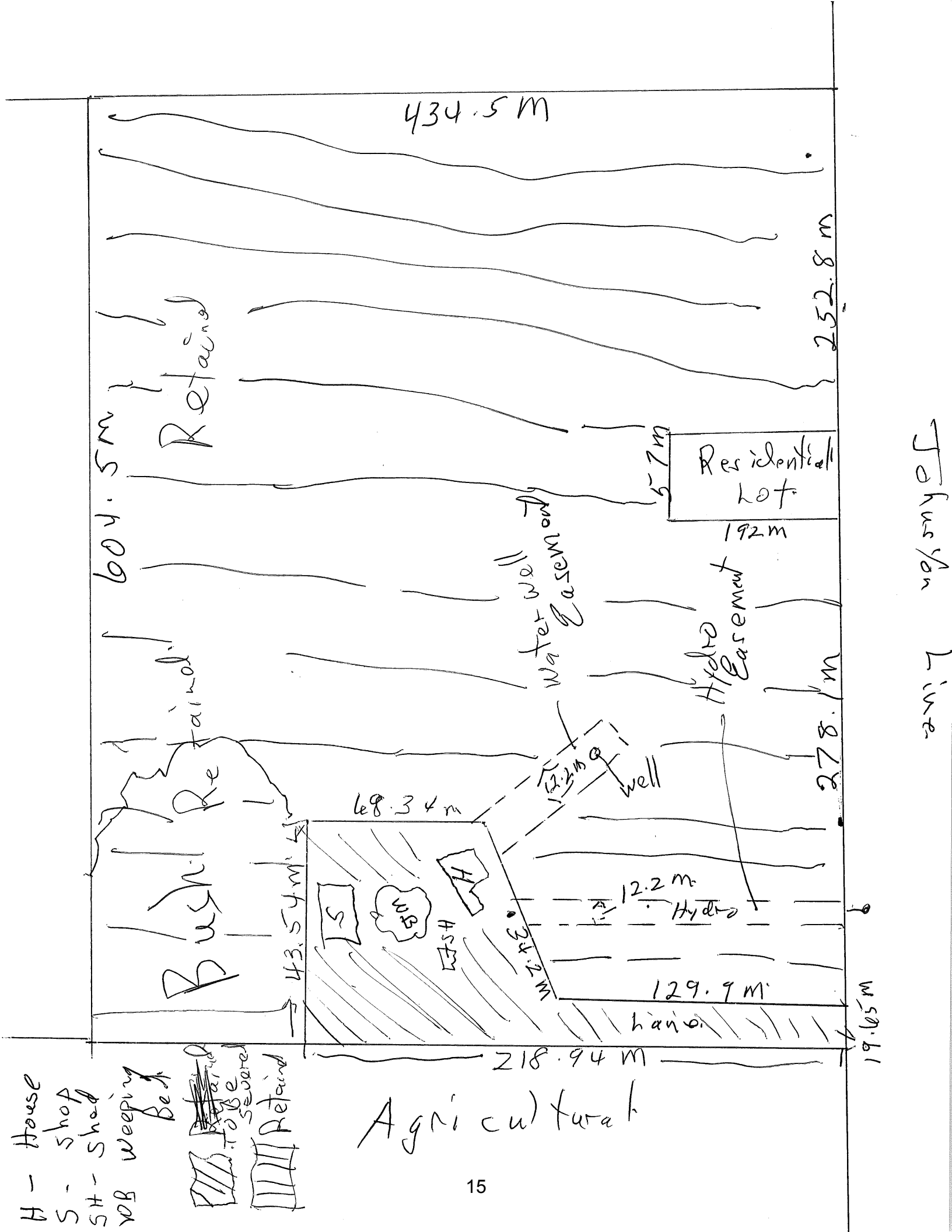


H - House  
 S - Shop  
 SH - Shed  
 WB weeping  
 Bed

~~Retain~~  
 Retain  
 Retain

Agricultural

Johnson Line





# MUNICIPALITY OF West Elgin

## The Corporation of the Municipality of West Elgin

### By-Law No. 2022-xx

**Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 21934 Johnston Line.**

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

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

1. That Schedule "A" Map No. 7 to By-law No. 2015-36, is hereby amended by changing the subject property from **General Agricultural (A1) Zone** to **Agricultural (A2) Zone and Restricted Agricultural Site-Specific Provision 6 (A3-6)** for those lands outlined in heavy solid lines and described as A2 and A3-6, on Schedule "A" attached hereto and forming part of this By-law, being West Part Lot 9, Concession 2; Municipality of West Elgin.
2. That By-law No. 2015-36, as amended, is hereby further amended by adding the following subsection to Section 7.3 Site-Specific Zones:
 

"7.3.6	a)	<b><u>Defined Area</u></b> (Pioneer Hay Sales Limited)	
			A3-6 as shown on Schedule "A", Map No. 7.
	b)	<b><u>Minimum Lot Frontage</u></b>	19.6 metres"
3. This By-law comes into force upon the day it is passed in the event an appeal has not been filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended. In the event an appeal is filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended, the By-law shall be deemed not to have come into force until the appeal has been finally disposed of, whereupon the By-law, except for such parts as are repealed or amended as so directed by the Ontario Land Tribunal (OLT) (formerly the Local Planning Appeal Tribunal (LPAT)), shall be deemed to have come into force on the day it was passed.

Read a first, second, and third time and finally passed this \_\_\_\_<sup>th</sup> day of \_\_\_\_ 2022.

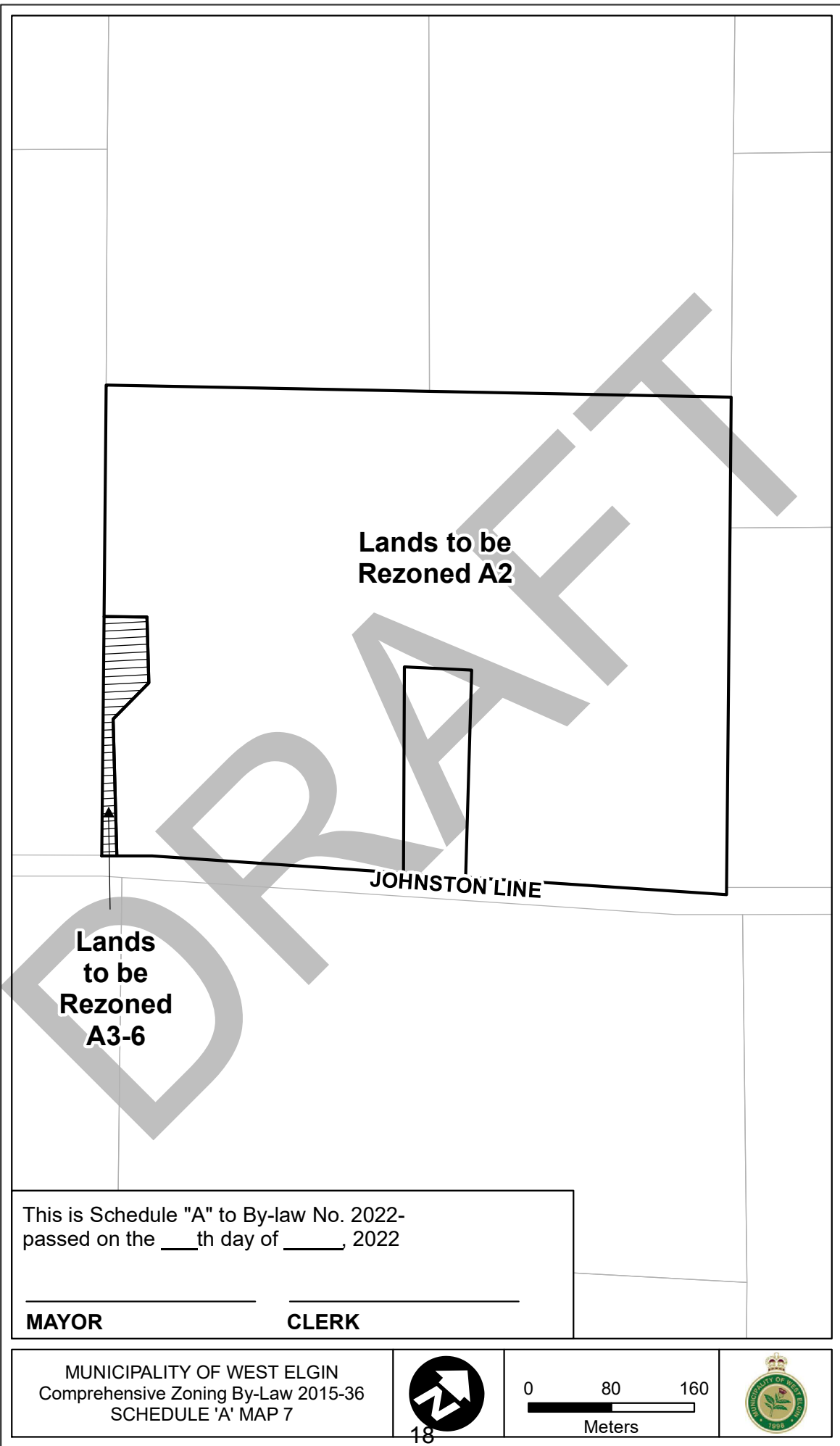
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Duncan McPhail  
Mayor

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Jana Nethercott  
Clerk

DRAFT



This is Schedule "A" to By-law No. 2022-  
passed on the \_\_\_\_th day of \_\_\_\_, 2022

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**



# **Municipality of West Elgin**

## **Minutes**

### **Council Meeting**

**February 10, 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**  
**Bryan Pearce, Planner**

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

#### **1. Call to Order**

Mayor Duncan McPhail called the meeting to order at 9:31 a.m.

**2. Adoption of Agenda**

**Resolution No. 2021- 32**

**Moved: Councillor Cammaert**

**Seconded: Councillor Rowe**

That West Elgin Council hereby adopts the Agenda as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

**4. Public Meeting**

**Resolution No. 2021- 33**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That Council proceed into a Public Meeting pursuant to Section 34 of the *Planning Act, R.S.O. 1990* at 9:32 a.m. in order to consider a proposed amendment to Zoning By-law 2015-36.

**Carried**

**4.1 Purpose of the Public Meeting**

The purpose of the public meeting was read aloud by the Clerk.

**4.2 Zoning By-law Amendment Application D14 03-2021 –  
Recommendation Report (Planning Report 2021-03)**

Planner Bryan Pearce went through the Zoning By-law Amendment report.

**4.3 Applicant Presentation**

Ted Halwa, planner for the applicant Dean Faulkins reviewed the applicants plans for the property.

**4.4 Public Comments**

Tariq Babury, nearby property owner inquired when the expected start and completion date for this project. Applicant Dean Faulkins responded that the goal is July to start the work, pending planning approvals and material availability.

Mr. Babury inquired as to what the expected effect on land values in the area would be? Bryan Pearce responded that planning doesn't generally

have great effect on area land values. Mr. Halwa stated that considering land value effects is not generally part of the planning process, only development scale.

#### **4.5 Council Comments**

No questions from Council.

#### **4.6 Recommendation**

**Resolution No. 2021- 34**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Bryan Pearce, Planner, regarding Zoning By-law Amendment Application D14 03-2021 – 177 Victoria Street Recommendation Report (Planning Report 2022-03); and

That West Elgin Council approve the rezoning of 177 Victoria Street from Institutional (I) to Residential Third Density Site-Specific Provision 2 (R3-2) Zone, with Site-Specific Provision 2 reducing the side yard width from 7.5 metres to 6.5 metres, in accordance with the draft by-law contained within Appendix Two of this report, Planning Report 2022-03; and

Further That West Elgin Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the February 10, 2022 Council Agenda.

**Carried**

#### **4.7 Close of Public Meeting**

**Resolution No. 2021- 35**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby closes the Public Meeting held pursuant to Section 34 of the *Planning Act, R.S.O 1990* at 9:54 a.m. to reconvene in Regular Meeting of Council.

**Carried**

### **5. Adoption of Minutes**

**Resolution No. 2021- 36**  
**Moved: Councillor Rowe**  
**Seconded: Councillor Tellier**

That the Minutes of the Council meeting on January 27, 2022 and the Minutes of the Committee of the Whole Meeting on February 3, 2022 be adopted as circulated and printed.

**Carried**

## **6. Business Arising from Minutes**

Councillor Cammaert left the room at 9:55 a.m. and returned at 9:57 a.m.

### **6.1 Council Grant Approvals**

**Resolution No. 2021- 37**  
**Moved: Councillor Tellier**  
**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby approves the following Council Grants for 2022:

1. Tryconnell Heritage Society - \$1,000 for 225 Anniversary of Fleming Settlement
2. West Lorne Horticultural Society - \$ 1,000 for bedding plants in West Lorne and Waive the fees for the Arena rental for the Annual Plant Sale (1 full building, full day rental + 2 Hour set up the day prior)
3. West Lorne Legion - \$3,000 towards renovation of the Washrooms
4. West Lorne Optimist - \$2,000 for the Mother's Day Road Race
5. West Elgin Community Health Centre - Waiver of fees for Children's Fitness Program

**Carried**

## **7. Staff Reports**

### **7.1 Operations & Community Services**

**7.1.1 L. Gosnell, Manager of Operations & Community Services -  
Monthly Operations Report**

Mr. Gosnell reported that the renovations at the Scout Hall have now been completed and the building may now be used for meeting space rentals for community groups.

**Resolution No. 2021- 38**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

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

**Carried**

## **7.2 Clerk's**

### **7.2.1 J. Nethercott, Clerk - Pre-Election Accessibility Report**

**Resolution No. 2021- 39**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: 2022 Municipal and School Board Elections – Pre – Election Accessibility Report for information purposes.

**Carried**

### **7.2.2 J. Nethercott, Clerk - Appointment to LTCVA Board**

**Resolution No. 2021- 40**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Appointment to LTCVA Board; and

That West Elgin Council hereby appoints Richard Leatham until the 2023 Annual General Meeting of the Lower Thames Valley Conservation Authority to its Board of Directors.

**Carried**

### **7.3 Finance/Administration**

#### **7.3.1 M. Badura CAO/Treasurer & J. Nethercott, Clerk - Administration Monthly Update -**

**Resolution No. 2021- 41**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer and Jana Nethercott, Clerk re: Administration Monthly Report for January 2022 for information purposes

**Carried**

#### **7.3.2 M. Badura, CAO/Treasurer - Draft Water Billing Policy and Procedure**

**Resolution No. 2021- 42**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re: Draft Water Billing Policy and Procedure for Council Comments; and

That West Elgin Council hereby directs staff to bring forward a by-law to adopt a water billing policy at a future meeting.

**Carried**

## **8. Committee and Board Report**

### **8.1 Councillor Reports from Committees**

Councillor Tellier reported that the Youth Task Team will be hosting a CPR and First Aide Course. She also reported that Heritage Homes has a meeting with Karen Vecchio, MP about the proposed addition on February 22. Councillor Tellier reported that the Housing Coalition has signed a contract with the Dioceses to put a shelter at St Mary's Church hall, inspections will be conducted today by the Health Unit, Fire and Chief Building Inspector.

Councillor Cammaert requested that Councillor Tellier relay to the committee a request that a communication be sent to parents of students at St Mary's School.

**9. Accounts**

**Resolution No. 2021- 43**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #2 amounting to \$428,580.53 in settlement of General, Road, Water and Arena Accounts including EFT#4786-4839, online Payments# 859-868, cheque# 25857-25870 and Payroll PP02.

**Carried**

**11. Council Inquires/Announcements**

**11.1 Notice of Motion**

None

**11.2 Statements/Inquires by Councillors**

Deputy Mayor Leatham brought forward a concern about the increase Coyote population in the area and is requesting staff research what other areas are doing to control the population and report back.

**11.3 Matters of Urgency**

**12. By-Laws**

**12.1 By-Law 2022-04 Interim Tax Levy By-Law**

**Resolution No. 2021- 44**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That By-law 2022-04 being a By-Law to Provide for an Interim Tax Levy for 2022, be read a first, second and third and final time.

**Carried**

**12.2 By-Law 2022-05 Municipal Modernization Program Intake 3 Agreement**

**Resolution No. 2021- 45**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Rowe**

That By-Law 2022-05 being a By-law to Authorize the Execution of a Transfer Payment Agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing and The Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

**Carried**

**12.3 By-Law 2022-06 - Re Zone of 177 Victoria St, Rodney**

**Resolution No. 2021- 46**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That By-law 2022-06 being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 177 Victoria Street, be read a first, second and third and final time.

**Carried**

**13. Confirming By-Law**

**Resolution No. 2021- 47**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That By-law 2022-07 being a By-law to confirm the proceeding of the Regular Meeting of Council held on February 10, 2022, be read a first, second and third and final time.

**Carried**

**14. Adjournment**

**Resolution No. 2021- 48**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That the Council of the Municipality of West Elgin hereby adjourn at 10:49 a.m. to meet again at 9:30 a.m. on February 24, 2022 with Committee of the Whole to follow or at the call of the Chair.

**Carried**

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Duncan McPhail, Mayor

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Jana Nethercott, Clerk



## Staff Report

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**Report To: Council Meeting**

**From: Emily Jocius, Operations & Community Services Coordinator**

**Date: 2022-02-24**

**Subject: Youth Task Team Request**

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### **Recommendation:**

That West Elgin Council hereby receives the report from Emily Jocius, Operations and Community Services Coordinator re: Youth Task Team Request to Join West Elgin Recreation Committee; and

That West Elgin Council hereby \_\_\_\_\_

### **Purpose:**

The purpose of this report is to provide council with background information on the youth task team request to join the West Elgin Recreation Committee

### **Background:**

The Youth Task Team of Dutton Dunwich and West Elgin is a local committee comprised of youth and community members that runs out of the West Elgin Community Health Centre. The Youth Task Teams goals is to make sure decisions from community groups and organizations include a youth impact lens. To provide the youth impact lens the Youth Task Team has approached the West Elgin Recreation Committee with ideas and funds to provide programming to an under served portion of our community.

With this request the West Elgin Recreation Committee could provide programming and events geared towards youth 12-17 years. As the West Elgin Recreation Committee is a committee of council there are a few options to consider.

The youth voice is important to hear and be part of the process in creating programming for them. The one concern is this committee has members that “age out” possibly during the term of Council and could cause issues with quorum at the meetings. Therefore, staff have provided three options for Council to consider.

#### **Option one**

Appoint two members of the Youth Task Team become voting members of the West Elgin Recreation Committee. This will provide the Committee with youth perspective.

### Option Two

Two members from the Youth Task Team are appointed as non-voting members of the West Elgin Recreation Committee. This will allow the voice of youth to be heard on the committee but will not impact quorum if the members fluctuate.

### Option Three

One member from the Youth Task Team be appointed as a voting member and would sit on the committee for 4 years. A second member would be appointed as a non-voting member.



**To West Elgin Council,**

The Youth Task Team is a group of youth, community members and youth service providers in the West Elgin/Dutton Dunwich area looking to support youth initiatives. We currently have been allotted grant funds to help support youth initiatives in our community and reach our goal of increasing a sense of community for youth aged 12 to 19 by 10% in the West Elgin and Dutton Dunwich communities by 2024.

We are reaching out to request two youth to sit on the recreational committee. We are also requesting if there is not a youth present at a meeting, we would like the meeting minutes brought back to the Youth Task Team to share their opinions on how to make the event more youth friendly. The Youth Task Team would like to allot \$20,000 towards Rodney and West Lorne community events that are inclusive of youth. We'd like to include youth in the decision-making process to ensure the events have aspects geared to the interests of youth.

Our 2022 Youth Task Team goals include the following: helping agencies make decisions through a youth impact lens, increasing youth awareness of programming and support through communication, give youth platforms to share their voices, youth are participating within their community and have opportunities to increase leadership skills.

Our youth voice would be a great asset to your committee. We offer a variety of skills including adaptability from having to change to different learning methods, computer skills from online learning, and access to youth social media pages to share community events to get more involvement.

By allowing youth to be on the committee, you will gain the youth aspect to enhance community events. Youth would feel empowered by giving them a voice to share their creativity and energy. Together we can create community change, growth and promote the engagement of youth.

**Sincerely,**

**Destiny Vickers and Aloria Skelding**

**Youth Co-Chairs of the Youth Task Team**



## Staff Report

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**Report To: Council Meeting**

**From: Bryan Pearce, Planner**

**Date: 2022-02-24**

**Subject: Additional Dwelling Units/Second Residential Units – Dedicated Webpage (Planning Report 2022-05)**

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### **Recommendation:**

That West Elgin Council hereby receives the report from Bryan Pearce, Planner, regarding Additional Dwelling Units/Second Residential Units – Dedicated Webpage (Planning Report 2022-05), for information purposes.

### **Purpose:**

To provide information to Council on Additional Dwelling Units (ARUs) /Secondary Residential Units (SRUs); and unveil the dedicated webpage of information on the topic.

### **Background:**

The Minister of Municipal Affairs and Housing introduced Bill 108, *More Homes, More Choice Act*, 2019 on May 2, 2019. The Bill proposed a number of amendments to thirteen (13) different statutes including *the Planning Act*, the *Local Planning Appeal Tribunal Act* and the *Development Charges Act*. The changes to *the Planning Act* require that Municipal Official Plans and Zoning By-laws must contain provisions permitting additional residential units, subject to applicable provisions in the Ontario Fire Code, Building Code and municipal by-laws. Similar to the 2011 Bill 140 *Planning Act* amendments, there is no appeal related to Official Plan policies or zoning by-law regulations that authorize the use of ARUs/SRUs.

With the approval of the Municipality of West Elgin Zoning By-law 2015-36, land user permissions are in place to allow for ARUs/SRUs, in accordance with Section 4.22 of the Zoning By-law, which are very broad.

The Municipality's Official Plan is currently being reviewed and will touch upon recently legislative amendments since By-law 2008-13 was adopted by Council on February 21, 2008; and approved by the Province of Ontario on February 7, 2011.

Based on discussion at the Council Meeting of January 13, 2022, Council wanted to see a webpage dedicated for additional dwelling units/second residential units, so that it brings enhanced awareness to the land use planning permissions that are currently available in West Elgin.

A webpage has been dedicated to this and will be posted on the Municipality's website. A draft is attached as Appendix One to this report for information purposes; and will be subject to continual updates, as warranted.

**Financial Implications:**

None.

**Policies/Legislation:**

Planning Act  
Building Code Act

Respectfully Submitted,

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

### Report Approval Details

Document Title:	Additional Dwelling Units (Second Residential Units) - 2022-05-Planning.docx
Attachments:	- Appendix One - Planning Report 2022-05 - Draft Webpage.pdf
Final Approval Date:	Feb 22, 2022

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

Jana Nethercott

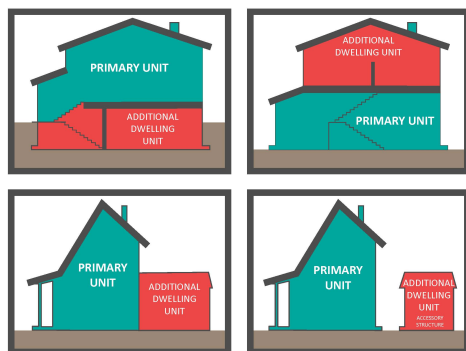


MUNICIPALITY OF  
**West Elgin**

**PLANNING REPORT 2022-05**  
**APPENDIX ONE: DRAFT WEBPAGE**

## Additional Dwelling Units/Second Residential Units

Additional Dwelling Units/Second Residential Units (also known as an ADUs, Second Units, accessory or basement apartments, secondary suites, carriage houses, laneway suites and in-law flats) are self-contained residential units with kitchen and bathroom facilities within dwellings or within accessory structures (for example, within a detached garage).



Please review the additional information below.

### Where are Additional Dwelling Units (ADUs) Permitted?

ADUs are permitted in residential areas within single detached dwellings (single unit dwellings) and/or within a building accessory to the said dwelling in accordance with Section 4.22 of the Zoning By-law, as detailed below:

#### 4.22 SECOND RESIDENTIAL UNITS

Where in this By-law a single unit dwelling is listed as a permitted use, a second dwelling unit shall also be permitted either within that dwelling or within a building accessory to the said dwelling subject to the following:

a) Where the second dwelling unit is located within the single unit dwelling:

- i) an independent entrance to the second dwelling unit from the street shall be provided;
- ii) the requirements of the Ontario Building Code shall be complied with;
- iii) a minimum height of 2.0 m shall be maintained where located in a basement or cellar;
- iv) a minimum of one parking space dedicated to the unit shall be provided.

b) Where the second dwelling unit is located within an accessory building:

- i) the requirements herein with respect to an accessory building shall be complied with;
- ii) the requirements of the Ontario Building Code shall be complied with;
- iii) the dwelling unit shall be connected to the municipal water supply system and the municipal sanitary sewage system where such services are available;
- iv) where connection to the municipal water supply system is not available, the dwelling unit shall be connected to an individual on-site water service capable of producing a minimum of 18.9 litres/ minute;
- v) where connection to the municipal sanitary sewage system is not available, the dwelling unit shall be connected to an approved individual on-site sewage service.
- vi) a minimum of one parking space dedicated to the unit shall be provided.

To review the Municipality of West Elgin Zoning By-law, please visit the Zoning webpage:

[Municipality of West Elgin Zoning By-law](#)

To confirm whether an ADU is permitted, please contact the Municipal Planner by referring to the contact information provided below.

## **Building Permit Required:**

Each building can have a different set of circumstances that may affect the design of an Additional Dwelling Unit. Part 9 of the Ontario Building Code (OBC) applies to the design and creation of ADUs. Specifically, the sections of the OBC listed below must be addressed while designing a proposed ADU:

- 9.4 – Structural Requirements
- 9.5 – Design of Area, Spaces and Doorways
- 9.7 – Windows, Doors and Skylights
- 9.8 – Stairs Ramps, Handrails and Guards
- 9.9 – Means of Egress
- 9.10 – Fire Protection
- 9.11 – Excavation
- 9.31 – Plumbing Facilities
- 9.32 – Ventilation
- 9.33 – Heating and Air-Conditioning

When a second unit is created, the OBC requires a distinct physical separation between the individual dwelling units. This can be demonstrated by submitting plans to the Municipality's Chief Building Official that confirm existing conditions meet the OBC requirements or that proposed new construction/renovation will meet the OBC requirements. A qualified designer will be able to assess the current construction of a building and prepare the appropriate drawings to accompany a building permit application.

To review information on building permits, please visit the Building Permits webpage:

[Building Permits](#)

To discuss building permits and the OBC, please contact the Municipality's Chief Building Official by referring to the contact information provided below.

### **Tiny Homes:**

Please note that tiny homes is not a defined term in the Ontario Building Code or the Municipality's Zoning By-law. If you are considering building a small home in your backyard, this would be considered a detached Additional Dwelling Unit. The Zoning By-law and Ontario Building Code regulate minimum dwelling unit size. Further, the Zoning By-law does not permit a motor home, recreational vehicle or trailer to be used as a dwelling unit. Please consult a qualified designer for specifics related to your project.

For more information on tiny homes, please refer to the Ministry of Municipal Affairs and Housing's Building or Buy a Tiny Home Guide, by visiting their webpage

[MMAH's Building or Buy a Tiny Home Guide](#)

### **Additional Provincial Resources:**

[Ministry of Municipal Affairs and Housing - Add a Second Unit to your House Guide](#)

[More Homes, More Choice: Ontario's Housing Supply Action Plan](#)

[MMAH's Housing Affordability Taskforce Report](#)

[Electrical Safety Authority - Ontario Electrical Safety Code](#)

### **Regional Resources:**

## St. Thomas and Elgin County Housing and Homelessness Services

### **Legislation:**

Planning Act

Ontario Building Code (Ontario Regulation 332/12 under the Building Code Act).

### **Additional Municipal Resources:**

Municipality of West Elgin Zoning By-law

Municipal Building Permits

## Contact Us

### **Bryan Pearce**

Planner

West Elgin Municipality

T. 519-785-0560 ext. 226

F. 519-785-0644

E-Mail this contact

Website

Map this Location

**Jackie Morgan-Beunen**

Chief Building Official

West Elgin Municipality

T. 519-785-0560 ext. 224

F. 519-785-0644

E-Mail this contact

Website

Map this Location

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22413 Hoskins Line

Rodney, ON N0L 2C0

Phone 519-785-0560

Fax 519-785-0644

Contact Us



## Staff Report

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**Report To:** Council Meeting  
**From:** Jana Nethercott, Clerk  
**Date:** 2022-02-24  
**Subject:** Coyote Population Control

---

### **Recommendation:**

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Coyote Population Control for information purposes.

### **Purpose:**

The purpose of this report is to provide follow up to Deputy Mayor Leatham's request to research what other municipalities are doing about the increased Coyote populations.

### **Background:**

Municipalities are responsible for deciding on and taking appropriate actions when human-wildlife encounters create ongoing conflict and can take action on private property with the landowners' permission.

Staff reached out to other Elgin County municipalities and at this time it appears that no action has been taken with regards specifically to Coyotes. Dutton Dunwich does have an agreement with hunters/trappers for nuisance animals but have not yet had any complaints regarding coyotes. Southwold has some information on their website on coyote and human encounters and how to prevent them, which comes from the MNRF and are attached to this report.

In doing this research staff did find that some larger urban centres, specifically Oakville and Collingwood, do have Coyote Response Strategies which show a progression of activities, with removal of the animals as the last resort. In the Collingwood staff report, it was noted that US studies have shown when population is controlled through lethal force Coyotes exhibit a "rebound effect" or surge in reproduction rates. Collingwood also stated that previous trapping control programs have proven costly and not effective in reducing the population or addressing the root cause of Coyote and human contact.

According to the Ontario Farm Association the increase in the deer population along the Thames River has also brought the coyote increased population as deer are a food source for coyotes. The OFA also stated that some districts have regular hunts to try to control an aggressive population.

At this time the Municipality hasn't seen an increase in calls about Coyotes, nor have we seen an increase in the Ontario Wildlife Compensation Claims for predation kills, in the last three years we have seen a total of 4 claims, three of which were Coyote related and none this year.

Depending on Council's direction staff can do an education campaign with the MNRF information and/or search for hunter/trappers to contract services, but at this time there is no money in the budget for such a contract.

# Wild animal control:

## Information for municipalities

Wildlife such as coyotes, wolves, and other furbearing mammals sometimes come into conflict with people. Municipalities are responsible for deciding on and taking appropriate actions when human-wildlife encounters create ongoing conflict situations on municipal property, and can also take action on private property with the permission of the landowner.

The province supports municipalities by providing advice and expertise on actions they can take to resolve such situations.

In many cases, these conflicts can be prevented (see tips at [ontario.ca/livingwithwildlife](http://ontario.ca/livingwithwildlife)). However, when prevention fails, the Fish and Wildlife Conservation Act allows municipalities to protect their property by harassing, capturing or dispatching a variety of wildlife species, including coyotes, or to hire a licensed hunter or trapper to do so on their behalf. Municipalities may also take action to address human-wildlife conflicts on private property with the permission of the landowner. No approval or authorization is required from the province in these cases.

Any situation that impacts public safety should be referred to the local police as they are the authority to deal with these matters. Police can dispatch an animal if they deem it necessary to protect public safety.

### What you need to know

Municipalities may pay licensed hunters or trappers to hunt or trap furbearing mammals within their municipal boundaries. The municipality determines the terms of any such arrangement, including the species of furbearing mammals, the hunters or trappers involved, the number of animals, and the locations and time periods that apply.

Compensation for hunters and trappers is also the responsibility of the municipality. Effective July 1, 2013, municipalities do not need authorization from MNRF to make these arrangements.

Hunters and trappers hired in this way must abide by relevant municipal by-laws and all applicable hunting rules and regulations. Conservation officers may monitor the activities of hunters and trappers at any time, to ensure that they are hunting or trapping in accordance with the regulations.

### As a reminder, hunters or trappers must:

- Ensure that furbearing mammal pelts are treated in a manner that is consistent with provincial regulations (for example, they are not permitted to abandon pelts of commercial value or allow them to spoil or be destroyed).
- Comply with regulated restrictions on the types of firearms and traps or sets that may be used.

For advice on best management practices and techniques to reduce conflicts and protect property in municipal areas, please contact your local MNRF District Office at [ontario.ca/mnroffices](http://ontario.ca/mnroffices).

### Important links

For more information on preventing conflicts with wildlife, please visit [ontario.ca/livingwithwildlife](http://ontario.ca/livingwithwildlife).

### To locate a licensed trapper, contact:

Ontario Fur Managers Federation  
705-254-3338  
email: [furmanagers@ontario.ca](mailto:furmanagers@ontario.ca)

To view Ontario's list of furbearing mammals, please visit the Definitions section of Ontario's Hunting Regulation Summary at [ontario.ca/hunting](http://ontario.ca/hunting).

### For more information

1-855-613-4256  
Email: [mnr.rasc@ontario.ca](mailto:mnr.rasc@ontario.ca)  
[ontario.ca/livingwithwildlife](http://ontario.ca/livingwithwildlife)



# Living with wildlife: Encounters with Coyotes

People and wild animals live side by side in Ontario. As a landowner, you can prevent or address problem wildlife on your property.

Coyotes find their way to residential areas where they may tear open garbage, cause concern for residents and even come into conflict with pets.

## Avoiding Coyote conflicts

Coyotes are usually wary of humans and avoid people whenever possible. However, they are wild animals and should not be approached.

People should never feed coyotes. Feeding them makes animals less fearful of humans and habituates them to foods provided by humans. Never attempt to “tame” a coyote.

Do not let pets chase coyotes as it could result in injuries to your pet.

**For more information  
and fact sheets on what  
you can do, visit**

[ontario.ca/livingwithwildlife](https://ontario.ca/livingwithwildlife)



## What to do if you encounter a Coyote

Coyote sightings are commonplace. If you see a coyote, keep your distance and the animal will most likely avoid you.

**If you encounter an aggressive coyote,  
there are several things you should know  
and do:**

- Never approach or touch a coyote.
- Do not turn your back on, or run from, a coyote.
- Back away from the coyote while remaining calm.
- Stand tall, wave your hands and make lots of noise.
- Carry a flashlight at night to scare off coyotes.
- If a coyote poses an immediate threat or danger to public safety, call 911.



# Living with wildlife:

## Coyote-proofing your property



### What you can do

People and wild animals live side by side in Ontario. Preventing a problem is a far better solution than dealing with wildlife after a conflict.

As a property owner, you have a role in making sure you are not attracting unwanted wildlife to your property.

### Preventing encounters

#### Limit attractants:

- Keep pet food indoors.
- Use secure garbage containers with locking lids and store in an enclosed structure.
- Put garbage out the morning of a scheduled pickup.
- Use enclosed composting bins rather than exposed piles.
- Pick ripe fruit and seed from trees and remove fallen fruit from the ground.
- Protect vegetable gardens with heavy-duty garden fences or place vegetable plants in a greenhouse.

#### Discourage coyotes from entering your property:

- Clear away bushes and dense weeds near your home where coyotes may find cover and small animals.
- Use motion sensor lights.
- Close off spaces under porches, decks and sheds. Coyotes use these areas for denning and raising young.
- If you fence your property, install a two-meter-high fence that extends at least 20 centimeters underground as coyotes may dig under a barrier.

#### Keeping your pet safe:

- Do not leave small dogs unattended.
- Keep dogs inside at night.
- Keep your dog on a leash.
- Clean up after your dog – coyotes are attracted to dog feces.
- Carry a flashlight when walking your dog at night to scare off coyotes.

**For more information and fact sheets on what you can do, visit**

[ontario.ca/livingwithwildlife](https://ontario.ca/livingwithwildlife)



## Staff Report

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**Report To: Council Meeting**

**From: Jana Nethercott, Clerk**

**Date: 2022-02-24**

**Subject: Use of Corporate Resources During an Election Policy**

---

### **Recommendation:**

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Use of Corporate Resources During an Election Policy; and

That West Elgin hereby considers the By-law to adopt the Use of Corporate Resource During an Election Policy.

### **Purpose:**

The purpose of this report and recommendation is to update the Use of Corporate Resources During an Election Policy to ensure compliance with the Municipal Election Act.

### **Background:**

Section 88.18 of the *Municipal Elections Act*, 1996 (MEA) requires municipalities and local boards, before May 1 of an election year, to establish rules and procedures with respect to the use of municipal or board resources during the election campaign period.

The MEA specifies that a municipality or local board cannot make a contribution to a municipal election candidate (Section 88.8 (4)) or a registered third party (Section 88.12 (4) as of April 1, 2018).

A “contribution” includes:

- a) money, goods and services given to and accepted by or on behalf of a person for his or her election campaign (Section 88.15 (1));
- b) money, goods and services given to and accepted by or on behalf of an individual, corporation or trade union in relation to third party advertisements (Section 88.15 (2) as of April 1, 2018).

Since a “contribution” may take the form of money, goods or services, any use of the Corporation’s resources for an election campaign by a Member of Council who is a candidate, or by any candidate or any registered third party, would be a contribution by the municipality.

It is recognized that Members of Council are holders of their office until the end of their term. Nothing in these rules and procedures shall preclude a Member of Council from performing their job, nor inhibit them from representing the interests of the constituents who elected them.

These rules and procedures are intended to:

1. Ensure compliance with the *Municipal Elections Act*, 1996, in regards to the role of the municipal contributing to a municipal and trustee election campaign;
2. Ensure candidates and registered third parties are treated fairly and consistently within the municipality;
3. Ensure the integrity of the election process is maintained at all times;
4. Establish the appropriate use of resources during an election period, in order to:
  - a. protect the interests of Members of Council, candidates, registered third parties, staff and the Corporation, and
  - b. ensure accountable and transparent election practices.

This policy clarifies the use of social media and municipal email during an election period and staff involvement in election campaigns during a municipal election.

**Financial Implications:**

N/A

**Policies/Legislation:**

*Municipal Elections Act*

Council Code of Conduct for Council and Committee Members

## **Municipality of West Elgin**

### **Policy CO 2.1 Use of Corporate Resources During an Election Policy**

**Effective Date:** March 1, 2022

**Review Date:**

#### **Policy Statement**

The Corporation of the Municipality of West Elgin and its local boards and committees are committed to ensuring accountable and transparent election practices, relating to the use of corporate resources.

#### **Scope**

This policy applies to members of Council and its local boards and committees, Township and local board employees, registered election candidates (including acclaimed candidates), registered third parties, and members of the public.

#### **Purpose**

The purpose of this Policy is to clarify that all municipal election Candidates, Members of Council, and Municipal Staff are required to follow the provisions of the Act with regard to the use of corporate resources for election purposes. Where municipal or related terms are used, it shall also be read to include its local boards, as applicable.

This Policy also ensures that the Municipality's operations, events, and facilities are used for non-partisan purposes and are not used for election campaign related purposes/activities.

#### **1.0 Definitions**

**"Acclaimed"** means a Candidate elected by acclamation pursuant to section 37 of the Act. "Act" means the Municipal Elections Act, 1996, S.O. 1996, c. 32, as amended.

**"Campaigning"** means a municipal election-related activity for the purpose of supporting or opposing the election of a Candidate or a question on the ballot, and includes, without limiting the generality of the foregoing, the distribution of materials, advertising, display of signage, etc.

**"Candidate"** means a person who has filed a nomination for an office pursuant to section 33 of the Act and includes a person who has filed a nomination for election to a school board pursuant to the Education Act, R.S.O. 1990, c. E.2, as amended.

**“Clerk”** means the Clerk of the Municipality or his/her designate.

**“Council”** means the Council of the Municipality of West Elgin.

**“Member”** means a member of the Council of the Municipality of West Elgin and includes the Mayor of the Municipality.

**“Municipality”** means the Municipality of West Elgin

**“Municipal resources”** means real property, goods and/or services owned, controlled, leased, acquired, or operated by the Municipality including but not limited to: facilities, parks, materials, equipment, monetary funds, technology, Municipal IT systems and resources, databases, social media, intellectual property, and supplies.

**“Nomination Day”** means the deadline to file a nomination pursuant to section 31 of the Act. “Act” means the *Municipal Elections Act, 1996*, S.O. 1996, c. 32, as amended, the third Friday in August in the year of the Election.

**“Policy”** means this Use of Corporate Resources for Election Campaign Purposes – Policy CO 2.1.

**“Staff”** means all full-time and part-time persons hired by the Municipality, including but not limited to the Chief Administrative Officer, Managers, Supervisors, salaried employees, hourly employees, administrative staff, and contract, temporary, student, secondment, and co-operative placement staff.

**“Voting Day”** means, in the case of a regular election, the fourth Monday in October in the year of the election -or- in the case of a by-election, the 45th day after Nomination Day, as noted in section 5 and subsection 65(4) of the Act.

## **2.0 Policy**

### **2.1. General Provisions:**

2.1.1. In accordance with the provisions of the *Municipal Elections Act, 1996*, as amended:

- a) Corporate resources and funding may not be used for any election-related purposes;
- b) Staff may not canvass or actively work in support of a municipal candidate or third party during normal working hours unless they are on a leave of absence without pay, lieu time, float day or vacation leave;
- c) Municipal facilities/property may not be used for any election related purposes, which includes displaying of any campaign related signs or materials on such premises.

## **2.2 Specific Regulations:**

2.1.1. The following, if supplied by the Municipality, shall be discontinued for all members of Council throughout the period from January 1st of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period 60 days prior to and inclusive of Voting Day, for any members running as candidates in the by-election:

- a) The posting of information relating the activities of Council or any member of Council on the municipality's website, excluding the minutes of Council and committee meetings and Council Highlights after a Council Meeting;
- b) Only the photos and contact phone and/or email posted for each member of Council at the commencement of each term shall remain on the corporate website.

2.2.2 To avoid any confusion with any website or social media accounts used for Council work, members of Council who choose to create or use their own website or social media accounts shall, throughout the period of January 1 of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period of 60 days prior to and inclusive of Voting Day, for any members running as candidates in the by-election:

- a) Include a clear statement, easily found and readable, on each website or social media account's home page indicating that the account is being used either solely for Council work, for both Council work and election campaign purposes or solely for election campaign purposes;
- b) Include the statement in clause a) for as long as the website or account is accessible by the public.

2.2.3. Members of Council shall not:

- a) Print or distribute any material paid for by municipal funds that illustrates that a member of Council or any other individual is registered in any election or where they will be running for office;
- b) Print or distribute any material using municipal funds that makes reference to, or contains the names, photographs or identifies registered candidates for municipal elections;
- c) Use the corporate website, domain names, other corporate systems including Municipal email addresses, the Municipal Logo for campaigning/advertising or as a substitute to distributing newsletters or flyers throughout the period of January 1 of the municipal election year until Voting Day, inclusive or in the case

- of a municipal by-election, for the period of 60 days prior to and inclusive of Voting Day;
- d) Use the Municipal computer network (including Municipal email system) for election-related correspondence;
  - e) Use municipal property or staff in any campaign photos or images. Photos/images of external Municipal facilities are permitted, internal images/photos are not permitted;
  - f) Use of corporate facility/property for any election-related purpose unless a market value rental fee has been established corporately and the rental of such is available to all candidates and third parties. Notwithstanding the foregoing, no facility/property shall be rented or used for any municipal election related purpose by members of Council, candidates, third parties or the public during the day that voting is taking place on the property, including set up, hosting or take-down activities.

### **3.0 Staff Involvement**

- 3.1 Staff, are discourage from assisting with or any involvement in municipal election campaigns, including posting election signs on their property, phone and email solicitations, signing nomination papers, distribution of brochures and wearing candidate buttons; due to a perceived conflict of interest.
- 3.2 Staff, including full time, part time and contract employees shall:
  - a) Behave in a manner that is impartial, fair and unbiased toward all registered candidates and third parties;
  - b) Consult with their direct Supervisor prior to agreeing to perform any task requested by a member of Council, registered candidate, or third party that exceeds their normal duties or could be construed as contributing to an election campaign;
  - c) Take care to separate personal activities from their official positions and shall not actively canvass or actively work in support of a municipal candidate or third party during normal working hours unless on leave of absence without pay, lieu time, or vacation leave;
- 3.3 Staff may be involved in provincial or federal campaigns as long as this involvement does not affect the objectivity with which they must discharge their duties as a representative of the Municipality.

## **4.0 Policy Management**

In accordance with the *Municipal Elections Act*, 1996 the Clerk and authorized designate(s) are responsible for the administration of these rules and procedures.

## **5.0 Limitation**

Nothing in this Policy shall preclude any member of Council from performing their job as a Councillor, nor inhibit them from representing the interests of the residents of West Elgin.

1. messages;

- a) Use the township's computer network (including the Township email system) for election-related correspondence;
- b) Use any photographs produced for and owned by the Township of Southgate or any photos taken utilizing town equipment or sent through township email accounts for any election-related purposes;
- c) Use municipal property or staff in any campaign photos or images unless all candidates are afforded the same opportunity. Photos/images of external Township facilities are permitted. Photos/images of internal Town facilities are not permitted;
- d) Use any corporate facility/property for any election-related purpose unless a market value rental fee has been established corporately and the rental of such is available to all candidates and third parties. Notwithstanding the foregoing, no facility/property shall be rented or used for any municipal election-related purpose by members of Council, candidates, third parties, or the public during any day that voting is taking place on the property, including set-up, hosting, or take-down activities;
- e) Benefit from the use of any corporate pricing established under the townships purchasing policy;
- f) Use any Council or Councillor budgets for election-related purposes or to advertise, promote or support any candidate, third party or any position related to any questions which may be authorized to be placed on the ballot.

2.2.3 Clauses d) g) h) i) above shall also apply to registered candidates, third parties and the public.

### 3.0 Staff Involvement

**3.1** Staff, are discouraged from assisting with or any involvement in municipal election campaigns, including posting election signs on their property, phone and e-mail solicitations, signing nomination papers, distribution of brochures and wearing candidate buttons; due to a perceived conflict of interest.

**3.2** Staff, including full time, part time and contract employees shall:

- a) Behave in a manner that is impartial, fair and unbiased toward all registered candidates and third parties;
- b) Consult with their direct Supervisor prior to agreeing to perform any task requested by a member of Council, registered candidate, or third party that exceeds their normal duties or could be construed as contributing to an election campaign;
- c) Not rent any corporate facility/property for any municipal election-related purpose to members of Council, candidates, third parties, or the public during any day that voting is taking

place anywhere on the property, including set-up, hosting, or take-down activities;

- d) Take care to separate personal activities from their official positions and shall not canvass or actively work in support of a municipal candidate or third party during normal working hours unless on a leave of absence without pay, lieu time, float day or vacation leave;
- e) Request and obtain a leave of absence without pay should they wish to run for federal, provincial or municipal office and abide by the respective legislation governing such elections.

**3.3** Staff may be involved in provincial and federal campaigns as long as this involvement does not affect the objectivity with which they must discharge their duties as a representative of the Township.

## **4.0 POLICY MANAGEMENT**

**4.1** Staff are authorized and directed to take the necessary action to give effect to this policy.

**4.2** The Integrity Commissioner may at any time be consulted by members of Council with regard to complying with any part of this policy and will be responsible for enforcement of this policy through Council's Code of Conduct (Policy No. 9).

**4.3** Nothing in this policy shall preclude a member of Council from performing their duties as a Councillor, nor inhibit them from representing their constituents.

**4.4** The Clerk is delegated the authority to make administrative changes to this policy that may be required from time to time due to legislative changes or if, in the opinion of the Clerk, the amendments do not change the intent of the policy during an election period.

## **5.0 LIMITATION**

Nothing in this Policy shall preclude a member of Council from performing their job as a Councillor, nor inhibit them from representing the interests of the constituents who elected them.



MUNICIPALITY OF  
**West Elgin**

**Staff Report**

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**Report To:** Council Meeting  
**From:** Magda Badura, CAO/Treasurer  
**Date:** 2022-02-24  
**Subject:** 2021 Council Remuneration

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**Recommendation:**

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re: 2021 Council Remuneration and Expenses report for information only.

**Purpose:**

The purpose of this report is to provide an itemized statement of remuneration and expenses of Council Members for the calendar year 2021.

**Background:**

Section 284(1) of the Municipal Act requires that the Treasurer shall on or before March 31 of each year, provide to the Council an itemized statement on remuneration and expenses paid in the previous year to each member of Council. Council remuneration was set by By-Law 2020-88.

<b>2021 Council Remuneration and Expenses</b>					
	<b>Annual Wages</b>	<b>CPP/EHT</b>	<b>Mileage</b>	<b>Meals</b>	<b>CONFERENCES SEMINARS MEETINGS</b>
McPhail, Duncan	18,500.00	360.71	-	53.02	-
Leatham, Richard	15,500.00	302.22	-	53.02	183.17
Rowe, Bonnie	13,000.00	253.47	-	53.02	1,017.60
Cammaert, Angela	13,000.00	771.27	-	53.02	183.17
Tellier, Taraesa	13,000.00	771.27	-	53.02	407.04
	<b>\$ 73,000.00</b>	<b>\$ 2,458.94</b>	<b>\$ -</b>	<b>\$ 265.10</b>	<b>\$ 1,790.98</b>

**Financial Implications:**

2021 Budget

**Policies/Legislation:**

Municipal Act Sec. 281(1)

# **Four Counties Transportation Services Committee**

## **Minutes**

**January 10, 2022, 8:30 a.m.  
Electronic Participation Meeting via Zoom**

**Present:** Bonnie Rowe, Chair  
Marigay Wilkins, SWM  
John Wright, Chatham-Kent  
Shelley Vergeer, WECHC  
Linda Dunn, Adult Day Program  
Duncan McPhail, West Elgin  
Lorie Arrens, Adult Day Program

**Regrets:** Ron Challis, Newbury  
Ann-Marie Millson, Chatham-Kent

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

### **1. Call to Order**

Chair Bonnie Rowe called the meeting to order at 8:33 a.m.

### **2. Adoption of Agenda**

**Moved: Marigay Wilkins**

**Seconded: Shelley Vergeer**

That the Four Counties Transportation Services Committee adopt the agenda as presented.

**Carried**

**3. Welcome New Member**

Chair Bonnie Rowe stated the Committee's condolences and Southwest Middlesex Council on the passing of Councillor Ian Carruthers. Chair Rowe also introduced Lorie Arrens the new Adult Day Program Coordinator for Middlesex Health Alliance.

**4. Disclosure of Pecuniary Interest**

No disclosures

**5. Minutes**

**Moved: Duncan McPhail**

**Seconded: Linda Dunn**

That Four Counties Transportation Services Committee hereby approve the Minutes of September 20, 2021 as printed and circulated.

**Carried**

**6. Business Arising from Minutes**

**6.1 Update on Master Agreement**

Chair Rowe inquired about the fact that currently we have 2 voting members from each party and this agreement only lists one. Each party will discuss with their Council and will return with comments next meeting.

**7. Financial Information**

**7.1 Transit Stats for 2021**

Stats are lower than pre-pandemic, but the ridership has increased over 2020.

**7.2 2022 Budget**

Committee wanted \$5,000 added to reserves for the 2021 year as it was not listed in the budget to actuals, which will increase the deficit. The 2022 Budget is not quite back to pre-pandemic trips but close.

**Moved: Duncan McPhail**  
**Seconded: Marigay Wilkins**

That Four Counties Transit Board hereby increase the mileage for special trips to \$0.80 per km and add \$5,000 transfer to reserves for the 2021 fiscal year.

**Carried**

**Moved: Duncan McPhail**  
**Seconded: Marigay Wilkins**

That Four Counties Transit Committee hereby approves the 2022 Budget with the amendments of increase to the special trip fee to \$0.80 per km, the capital replacement of the Bus and a transfer of \$5,000 to reserves.

**Carried**

## **8. New Business**

### **8.1 2022 Meeting Dates**

**Moved: Shelley Vergeer**  
**Seconded: John Wright**

That Four Counties Transportation Committee hereby approves the following meeting dates for 2022:

February 14

June 20

September 19

December 19

**Carried**

**9. Adjournment**

**Moved: Marigay Wilkins**

**Seconded: Shelley Vergeer**

That the Four Counties Transportation Services Committee hereby adjourn at 9:37 a.m. to meet again on February 14, 2022, or at the call of the chair.

**Carried**

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Bonnie Rowe, Chair

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Jana Nethercott, Clerk



# Municipality of West Elgin

## Minutes

### Recreation Committee

January 19, 2022, 7:00 p.m.

Electronic Participation Meeting via Zoom

**Present:** K. Neil, Chair  
Councillor T. Tellier  
Nicole Campbell  
Cindy da Costa  
Megan Bartlett

**Regrets:** Councillor A. Cammaert

**Staff Present:** Emily Jocius

**1. Call to Order**

Chair Ken Neil called the meeting to order at 7:00 p.m.

**2. Adoption of Agenda**

**Moved:** Megan Bartlett

**Seconded:** Cindy da Costa

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

**Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

**4. Minutes**

**Moved:** Cindy da Costa

**Seconded:** Councillor Tellier

That the West Elgin Recreation Committee adopts the minutes of December 15, 2021 as printed and circulated.

**Carried**

**5. Business Arising from Minutes**

No business arising from the minutes.

**6. Staff Reports**

**6.1 Recreation Update**

Emily Jocius, Operations and Community Services Coordinator gave the committee an update on current recreation closure due to Covid-19. Once restrictions are eased all rentals and programs will be informed on the return to play guidelines.

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

**6.2 2022 Draft Recreation Budget Highlights**

E.Jocius presented the highlights of the 2022 draft budget to the Recreation Committee. The Committee accepted and commented on making sure the Multi-Purpose Pad had the background work to ensure multiple sports or activities would be able to be played at once.

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

**6.3 Recreation Survey Results**

E.Jocius went through highlights on the recreation survey that included how to better communicate information and gain volunteers for events. The Committee agreed the survey was well done and additional surveys should go out every six to eight months to make sure we can continue to work on developing programs that meet the community needs. The Committee would like the survey brought back to the February meeting to develop a working plan.

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

## **7. Correspondence**

### **7.1 Celebration and Commemoration Reopening Fund Grant**

E.Jocius presented an opportunity to partner with the Municipality of Dutton Dunwich on a re-opening Ontario Grant. The grant is to promote the barriers that were overcome during covid-19 in the community and celebrate kindness throughout the pandemic. The Recreation Committee provided verbal direction for staff to partner with Dutton Dunwich for the grant funding. Staff will provide a report to council with a recommendation on joining Dutton Dunwich on the grant application.

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

That the West Elgin Recreation Committee hereby\_\_\_\_\_.

### **7.2 Outdoor Ice Rink Request**

An outdoor ice rink request was presented to West Elgin Council. Council has directed staff to re-present the information to the Recreation committee to receive feedback on the proposal. The Committee thought it was a great idea and would bring additional opportunity to community members that were not able to pay to attend public skating. It would also provide the Rodney Community with less transportation barriers to access the arena in West Lorne. Member Megan Bartlett commented on the idea and was concerned with the liability that would be involved in having an outdoor rink. Staff will bring all concerns forth in the report back to Council.

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

## **8. Adjournment**

**Moved:** Councillor Tellier

**Seconded:** Nicole Campbell

That West Elgin Recreation Committee hereby adjourn at 8:00 p.m. to meet again on February 16, 2022 at 7:00 p.m. or at the call of the chair.

**Carried**

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Ken Neil, Chair

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Emily Jocius, Recording Secretary



# Elgin County Council Highlights



## Experiences of Discrimination in St. Thomas and Elgin Survey

ST. THOMAS • ELGIN  
Local Immigration Partnership



The St. Thomas-Elgin Local Immigration Partnership presented the results of a survey conducted to record the experiences of discrimination in the St. Thomas-Elgin area. Participants were broken into three (3) categories – Immigrants and Visible Minorities, Indigenous Peoples, and White, Non-Immigrants. Respondents were asked to comment on their experiences with discrimination in the community including the contexts in which this discrimination was experienced. A copy of the survey results are available [here](#).

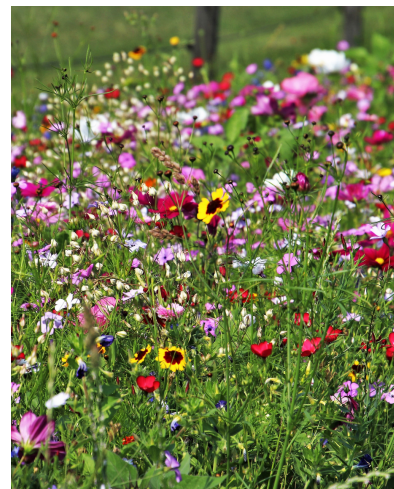
## In this Issue

- Experiences of Discrimination Survey
- Council Approves Funding for Wildflower Garden at Elgin Manor
- Terrace Lodge Redevelopment Construction Update
- Council Approves New Member on Elgin County Museum Advisory Committee
- Human Resources Policy Updates
- Elgin Receives Local Business Accelerator Funding
- Planning Updates
- Dutton Lands Holding Inc. Development
- Elgin County Supports Designation of Middlesex County as Low Population Municipality

## **Council Approves Funding for Wildflower Plot at Elgin Manor**

Council approved a request for \$5,000 from the Environmental Advisory Committee for the repurposing of one (1) 225 sq ft. garden at Elgin Manor into a wildflower plot. A wildflower plot includes flowering plants that are native to the Elgin County area and provide habitat for pollinator species.

Council also gave approval for the Environmental Advisory Committee to seek out funding opportunities for projects in 2023, and develop a policy to govern the planting of native species in future Elgin County landscape projects. The policy will be developed by the Committee and considered by Council at a future meeting.



## **Terrace Lodge Redevelopment Construction Update**



Councillor Purcell, Chairman of the Terrace Lodge Redevelopment Steering Committee presented an update to Council on the progress of the redevelopment.

Phase One of the project is progressing in accordance with the approved construction schedule and at this time is on track to move to Phase two in late 2022. Minor delays experienced to date have been a result of weather, a discrepancy in building dimensions and the time required to ensure the accuracy of the dimensions to proceed with construction. A summary of construction progress date is as follows:



- March 2021 – Start of project, clearing of site and setting up of construction trailers and staging/storage areas. Construction of temporary access lane for the project.
- April – May 2021 – Begin excavation of addition, prepare for the relocation of the existing ground mounted air handling units for north and south wings.
- June – Aug 2021 – Continue to form and pour concrete foots, pads, and walls. Delays experienced do to multiple heavy rain events throughout the summer.

- Sept – Nov 2021– Completion of foundation, installation of all underground electrical conduit and plumbing. The installation of all structural steel framing and metal studding. Ongoing installation of above ground electrical conduit, Mechanical rough in. Installation of concrete floor on ground level.
- Dec – Jan 2022 – Completion of interior steel partitions, continued installation of mechanical, plumbing and electrical infrastructure throughout the addition. Installation of roofing material and placement of roof top HVAC equipment.

## **Council Approves New Member on Museum Advisory Committee**

Elgin County Council approved the appointment of Jennifer Beauchamp, Curator of the Port Burwell Marine Museum to the Elgin County Museum Advisory Committee. Committee membership is now comprised of:

- Councillor Sally Martyn – County Council representative
- Amanda VandenWyngaert, (1st year of second 4-year term) – Museum liaison member
- Jennifer Beauchamp (1st year of first 4-year term) – Museum liaison member
- Joan Mansell (1st year of fifth 4-year term) – WI member (east)
- Donna Lord (2nd year of first 4-year term) – WI member (west)
- Kim Teuscher (1st year of second 4-year term) – Member-at-large
- Charlie Jenkins (3rd year of second 4-Year term) – Agricultural representative

Confirmation of the 2022 Chair, Vice-Chair and Secretary will occur at the committee's first meeting expected to take place in March 2022.

## **Human Resources Policy Updates**



Elgin County Council approved amendments to HR Policies 9.60 'Paid Sick Leave/Short-Term Disability' and 5.20 'Benefit Premium Payments'.

Among other housekeeping updates, Policy 9.60 'Paid Sick Leave/Short-Term Disability' now includes provision of a small allocation of sick time accrual for temporary, full-time contract staff to cover for occasional absenteeism for these employees.

Updates to Policy 5.20 'Benefit Premium Payment' were largely housekeeping in nature, including a name change for the policy to 'Benefit Plan Provisions'.

Copies of the revised policies are included in the February 8, 2022 Council Agenda Package.

### **Elgin Receives Local Business Accelerator Funding**



In partnership with the St. Thomas Economic Development Corporation and the Elgin-St. Thomas Small Business Enterprise Centre, Elgin County Economic Development applied for funding under the My Main Street Local Business Accelerator Program for Ambassadors in St. Thomas and West Elgin.

The application to support two Ambassadors was approved at the end of 2021. The project and funding will be managed by the Small Business Enterprise Centre

with support from St. Thomas EDC and Elgin County Economic Development.

More information regarding what resources the funding will provide for St. Thomas and West Elgin is available in the February 8, 2022 Council Agenda Package.

### **Planning Updates**



#### **Draft Plan of Condominium – The Ridge Talbotville, Southwold**

Elgin County Council granted approval of draft vacant land plan of condominium to the Ridge at Talbotville for a proposed 32 units to accommodate Townhouse-Style dwellings. The lands are located in the south area of the

Talbotville Settlement Area, west of Talbotville Gore Road and will be accessed through Glengariff Drive.

#### **Draft Plan of Condominium – 335 John Street South, Aylmer**

Elgin County Council granted approval of a draft vacant land plan of condominium to the lands municipally known as 335 John Street south in Aylmer. The plan includes a proposed 34 semi-detached dwellings and common elements include a private roadway, landscaped areas and visitor parking. The lands are located on the east side of John Street south , south of the intersection of Alexander Drive.

## **Dutton Lands Holdings Inc. Development**

A proposed development by Dutton Land Holdings Inc. will consist of a residential component of 84 single-family units and 17 townhouse units, as well as a commercial component comprising of five buildings including a food supermarket, seven commercial-retail units, a fast food restaurant, bank and gas bar. This subject development is proposed to be undertaken in five phases and is anticipated to be completed by 2024.

The County of Elgin conducted a Traffic Impact Study (TIS) to consider the effects of this development and three additional nearby developments on the County road system.

The TIS has confirmed that the existing County road system can accommodate the future traffic demands generated from all the proposed developments, however a number of remedial measures will be required to ensure traffic movements operate at an expected level of service.

Council approved the addition of \$1,525,000 to the Capital Plan to fund road network enhancements to accommodate proposed future developments in this area.

For more details please see the report included in the February 8, 2022 County Council Agenda Package.

## **Elgin County Supports Designation of Middlesex as a Low Population Municipality**

2022 is an election year which means that the Thames Valley District School Board can make changes to the composition of its Board of Trustees. According to the calculations, Middlesex County is considered a low population municipality, and does not meet the requirements for two (2) Trustees. Elgin County Council passed a resolution supporting the designation of Middlesex County as a low population municipality and indicating support for Middlesex to retain two (2) Trustees on the Thames Valley District School Board. This will ensure that rural communities continue to have equitable representation. The Thames Valley District School Board 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.

For the complete February 8, 2022 County Council Agenda Package visit the Elgin County [website](#).

# Elgin County OPP 2021 Annual Report



*“Committed to public safety, delivering proactive and innovative policing in partnership with our communities”*



### Elgin Group Police Services Board

**Chair: Sally Martyn**  
**Ida McCallum**  
**Trudy Kanellis**  
**Dan Froese**  
**Dave Jenkins**  
**CAO: Julie Gonyou**

Our Elgin Group Police Services Board is extremely appreciative of how responsive our members have been responding to traffic complaints and all of the diverse calls for service within Elgin County. According to Chair Sally Martyn “As chair of the Police Services Board, I would like to offer praise for all the hard work every member of our detachment has done including the listening and responding to local concerns and complaints. Also, I would offer a special thank you to Mike Butler for his great work and support as the acting Detachment Commander. He is a wonderful, caring person to work with. Finally, I want to welcome our new Detachment Commander, Mark Loucas, and praise him for how quickly and effectively he took command demonstrating a strong commitment to keeping Elgin’s OPP a compassionate, supportive and effective force.”

Sincerely,  
Sally Martyn  
Board Chair

### Detachment Commander



**Inspector Mark Loucas**

I am very pleased to be your Detachment Commander and on behalf of each of you, the dedicated officers and staff of the Elgin OPP Detachment, it gives me great pleasure to present the 2021 Annual Report. This report will showcase the high level of commitment that the Elgin County OPP has brought to all municipalities within Elgin County.

Elgin officers and administrative staff have worked in partnership with several stakeholders, partners, community groups, and services throughout the year. The continuance of the COVID-19 pandemic created several challenges which caused us to reflect and adjust how we conducted daily operations. We will continue to proactively work through the changes associated with the pandemic and I look forward to the completion of the amalgamation between Chatham-Kent and Elgin Detachments. The amalgamation will further strengthen our detachments and the availability of resources and equipment.

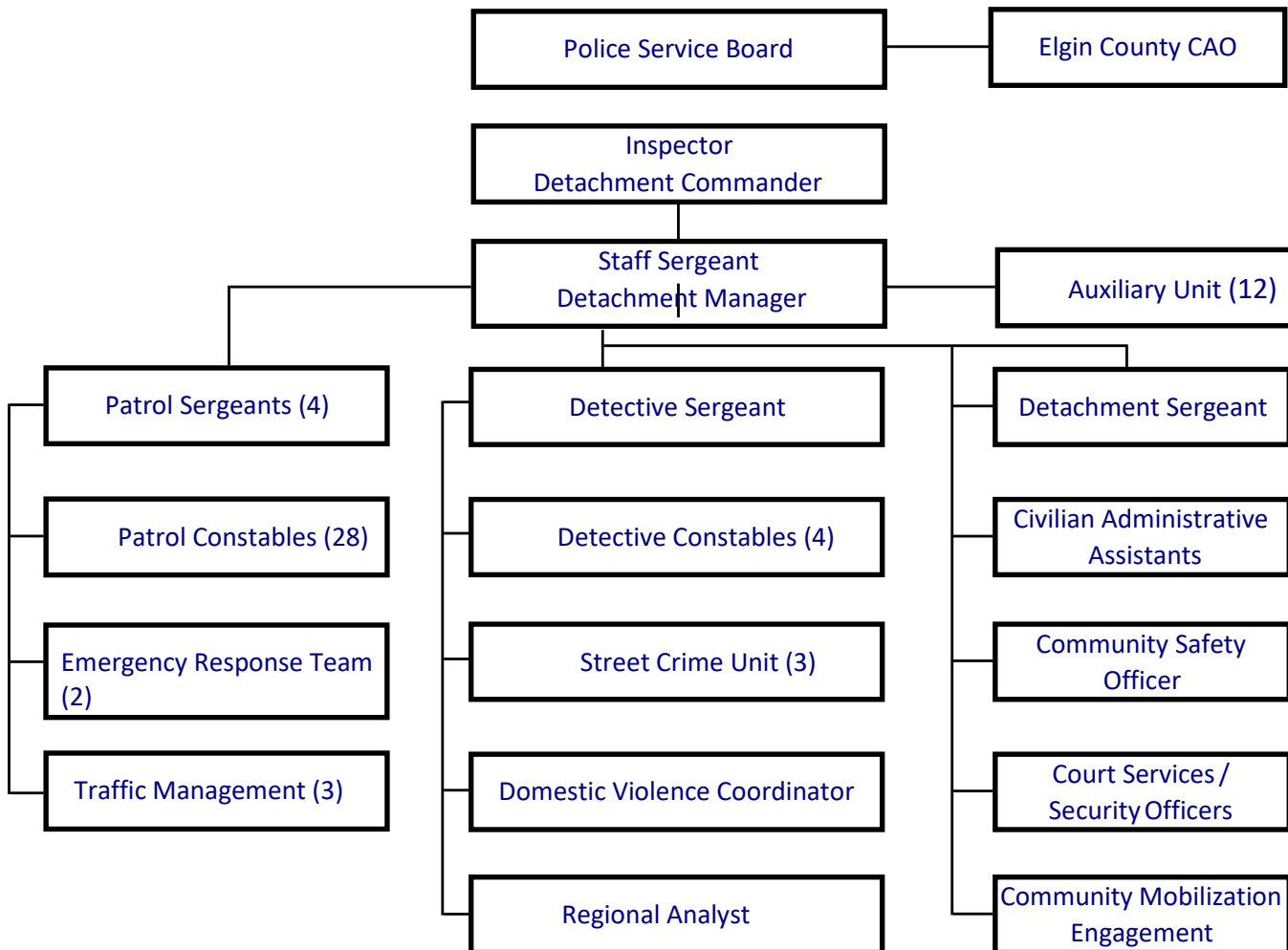
In 2021, our policing priorities outlined in our 2020-2022 Detachment Action Plan created a focus towards crime prevention, increased traffic and public safety on our roadways, waterways, and trails, and enhanced relationships with our municipalities, policing partners, and local community supports/resources.



# Organization



## ELGIN COUNTY OPP



Elgin County OPP Detachment staffing numbers remain unchanged in 2021. Results from the Provincial Service Delivery Model are extremely positive and will result in increased staffing for our detachment. The final results will be shared once they are officially released.



## Elgin County Auxiliary Unit 2021 Year in Review

The Elgin Auxiliary Unit currently has a complement of 14 members. Since March 16, 2020, the majority of members within the OPP Auxiliary Program have been stood down from active duty, while the organization addressed COVID-19 restrictions. On June 8, 2020, the Auxiliary program began implementing a three-phased approach for its members to begin returning to active duty. Due to the resurgence of COVID 19 member's attendance and assistance was limited.

2021	Patrol Hours	Major Event Hours	Community Event Hours	Training Hours	Admin Hours	Totals
Total	191.5		15.75	185.3	107	621

(File Photo)





# Business Planning



## **2020 - 2022 Action Plan**

Our Annual Business Plan has been changed to a three-year Action Plan to coincide with the new OPP three-year Strategic Plan. Our 2020 - 2022 Action Plan priorities as identified with community and Police Service Board consultation are:

### **1. Crime**

- To prevent and investigate property crime.
- Continued support and engagement in the intelligence-led policing-crime abatement strategy. (ILP-CAS).
- Work in collaboration with local community resources/groups to facilitate a trusted and victim-centered approach in our processes, policies, and programs.

### **2. Traffic**

- Concentrating on “The Big Four” causal factors of fatal, personal injury, and property damage collisions which include: impaired driving, speeding/aggressive driving, inattentive/distracted driving, and seat belt use.
- To sustain a continuous and year-round focus on the causal factors of motorized vehicle collisions on our roadways, waterways, and trails.

### **3. Other**

- Streamline collision reporting through the implementation of a Detachment Collision Reporting Centre (CRC).
- Identify and implement co-response options such as our Mental Crisis Response Team (MCRT) for non-police-related demands for service.
- Develop and finalize a transfer of care protocol with the St. Thomas Elgin General Hospital (STEGH).

## **Crime Management Plan**

Elgin County Detachment has a comprehensive Crime Management Plan that is administered through the leadership of Regional Detective Sergeant Victoria Loucks. The Crime Unit includes four detectives assigned to major case investigations and three detectives assigned to the Community Street Crimes Unit (CSCU). The CSCU is responsible for investigating property crimes and drug investigations. The Domestic Violence Investigator position has been bundled with the Community Mobilization and Engagement Officer and is supervised by the Detachment Sergeant.

The Crime Unit is responsible for oversight and investigation of all serious crimes that occur in our detachment area. The foundation of the plan supports the OPP Results Driven Policing methodology and focuses on public safety through crime prevention and investigative excellence.

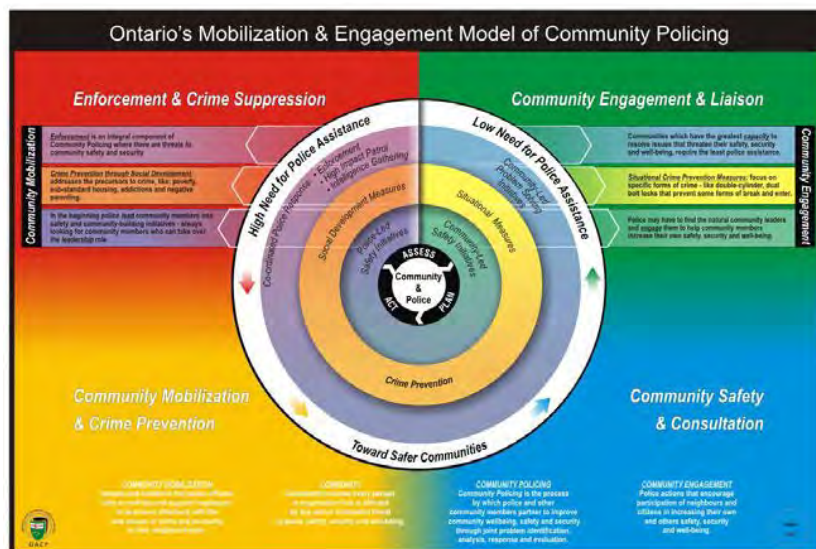
## Traffic Management Strategy

Elgin County Detachment has developed a Traffic Management Strategy with a goal of reducing motor vehicle collisions, specifically those that result in injury and death. Our focus in 2021 continued to be enforcement and education around aggressive driving, impaired driving, seat belt use, and distracted driving. These four driving habits are within complete control of the driver and together can have the largest impact on road safety. Elgin County Detachment continues to employ a Traffic Management Unit (TMU) responsible for enhanced traffic enforcement within Elgin County. Our TMU is dedicated to responding to community-identified traffic issues as well as issues identified through analysis by our Regional Analyst and the Focused Patrol Program.

## Community Policing Committees

Elgin County OPP is very fortunate to have a strong, well-established network of Community Policing Committees to represent the municipalities we serve. We work in partnership with our committees to identify and resolve issues of crime and traffic concerns that are identified by the community. Additionally, our committee members volunteer countless hours of their time to support many community initiatives; particularly those that assist children, the elderly, and vulnerable groups.

Elgin County has seven Community Policing Committees located in West Elgin, Southwold, Dutton-Dunwich, Port Stanley, Belmont, Malahide, and Bayham. Elgin County OPP is very appreciative of the hard work all of our committees do to support their community and the OPP. Although hampered by the COVID-19 pandemic, we continue to work with our committees using the Ontario Mobilization & Engagement Model of Community Policing. Additionally, all of our committees are now using the model as a guide to assist them in setting priorities and objectives.



## **Community Mobilization and Engagement**

### **What is Community Mobilization and Engagement?**

Elgin County OPP follows Ontario's Community Mobilization and Engagement Model of Community Policing. Prevention and early intervention by collaboratively working with community partners have proven effective in providing the greatest impact and lasting solutions for crime reduction and preventing victimization. Building strong relationships with community residents and stakeholders remains an effective and efficient method of preventing crime and increasing the quality of life for the residents of Elgin County.

This fairly new approach allows for more flexibility in addressing policing needs and priorities at the local level, by involving community residents in efforts to improve the overall quality of life in their communities. Community mobilization and engagement also allow for a fundamental shift in police work from the traditional response to calls for service towards a more holistic approach that builds upon localized community capacity to address the risk factors associated with crime and victimization. The goal of engaging the community is to move from police-led initiatives to community-led initiatives that contribute to the safety of all.

As the Community Mobilization and Engagement, Mental Health and Abuse Issues Coordinator, Constable Carlson has worked closely with community members, community stakeholders, businesses, and community groups to develop innovative responses and solutions to crime and social disorder. Taking part in numerous committees and collaborations such as the Elgin County Situation Table (co-chair), SAFE Communities (Co-chair), Elgin Alliance to End Violence Against Women, Elgin Elder Abuse Committee, and the Elgin County Drug Strategy Committee, Constable Carlson has relied upon his 31 years of diverse policing experiences from across Ontario to provide the policing perspective to the multitude of committees and groups that he is part of.

Working closely with the 2SLGBTQQIA community, Constable Carlson has worked to foster trust while breaking down barriers by recognizing diversity, and the responsibility of the OPP to work towards creating a safe and accepting environment for persons of all gender identities, expressions, and sexual orientations.

The following Community Mobilization Projects remain a priority for Elgin County OPP:

- Elgin Community Drug and Alcohol Strategy Development
- Elder Abuse Prevention
- Mental Health and Crisis Response Team
- Police and Hospital Transition Framework
- Senior Frauds/Scams
- Rapid Response Working Group – Alzheimer's Society

## Elgin County Drug and Alcohol Strategy

Based on community concerns, in 2018 the Elgin Situation Table identified a need for a comprehensive drug and alcohol strategy within our community. A dedicated workgroup/task force was formed with the primary focus of developing a collaborative plan based on a “Four Pillars” approach of prevention, treatment, harm reduction, and justice. **The mission:** Create, implement, and evaluate a comprehensive drug and alcohol strategy that meets the needs of our community based on the pillars of prevention, treatment, harm reduction, and justice. **The vision:** A safe and healthy Community in Elgin County without the negative impacts of drugs and alcohol.

The workgroup has worked hard to continue to develop a community-based Drug and Alcohol Strategy, while navigating the challenges of the pandemic.



## Community Safety Officer / Media Officer

Constable Norm Kelso was identified as our Community Safety Officer (CSO) and media officer in 2021 and has continued to achieve successes with strengthening connections with community stakeholders, schools, and media partners.



P/C Kelso delivering hand-made hats for the Elgin County Youth Shelter.

## **MEDIA**

P/C Kelso has continued to work with our media partners within the County and surrounding area which has facilitated greater messaging for our communities regarding public safety, crime trends, and traffic issues.

P/C Kelso often provides reporting on regional issues for mainstream media at the request of West Region Headquarters.

Social media continues to be a priority for P/C Kelso which enables our communities to be instantly connected to investigations and police activities within their specific communities.

## **COMMUNITY**

### **SPECIAL PROJECTS**

#### **ATV Patrols**



#### **Marine Patrols**



Enhanced visibility on our roadways, waterways, and trails remains a priority for Elgin County OPP members.

## ATV Patrols

In recent years, Elgin County has experienced growth in rural trail usage with the establishment of the Talbot Trail ATV Club (TTAC). The TTAC have worked with several private property owners to establish over 100 kms of well-maintained ATV trails within Elgin County. As a result, ATV patrols along our county trails in response to community concerns has resulted in positive, community feedback regarding the enhanced OPP visibility and enforcement along our county trails.

## Marine Unit

Elgin County OPP marine members recorded over 186 hours of patrol during the 2021 season while responding to 48 calls for service. The marine unit is responsible for approximately 450 square kilometers of Lake Erie and covers approximately 100 kms of shoreline along the north shore of the Lake. Enhanced visibility along Lake Erie remains a priority for our marine operators to ensure the safety of community residents, swimmers, and boaters who enjoy our popular beaches including Port Glasgow, Port Stanley, Port Bruce, and Port Burwell.



## **Community Street Crimes Unit**

Our Elgin/Middlesex Community Street Crimes Unit (CSCU) has been extremely successful in 2021. The CSCU investigated 181 occurrences, executed 131 judicial warrants, charged 197 persons, and laid 1024 charges. CSCU investigations required countless hours of investigative expertise from our members to maintain the safety and security of our community residents and business owners.

**Dump/Utility Trailer Investigation** – In January of 2021, Elgin/Middlesex CSCU commenced an investigation into the theft, re-vin and sale of dump/utility trailers. The accused stole trailers, altered VINs, re-registered trailers at MTO, then sold them as licensed trailers. Trailers were often registered to stolen IDs. The accused party was arrested in January 2021, and a Criminal Code Section 487 Search Warrant executed on his residence. Multiple IDs were recovered as well a laptop which linked to the accused to the creation of fraudulent 'sales receipts' for registering 'new' trailers.

Sixteen trailers were recovered, valuing approximately \$150,000. Five people were arrested and charged in relation to this investigation.

**Drugs/Weapons/Counterfeit Currency** – In April of 2021, Elgin/Middlesex CSCU commenced an investigation following a traffic stop of a suspended driver.

A CDSA Section 11 Search Warrant was authored and granted for the residence of the accused. The search of the residence resulted in further charges for weapons and counterfeit money. A meth lab was discovered in the basement and dismantled by Elgin/Middlesex CSCU.

On April 18, 2021, a traffic stop was conducted by Middlesex frontline for an unattached plate. After conducting a Liquor Licence Act search, officers located a small amount of methamphetamine. Both occupants were arrested for CDSA 4(1). Officers continued searching the vehicle and came across suspicious items in the trunk that were believed to be utilized for the production of methamphetamine. Elgin/Middlesex CSCU were contacted and immediately attended the scene and continued the search, locating more items indicative of methamphetamine production as well as counterfeit currency. CSCU members formulated grounds to further the investigation and authored a CDSA Sec.11 Search Warrant for the residence. Police located a small methamphetamine lab as well as an office set up for producing counterfeit money and credit cards. Numerous items were seized including methamphetamine precursors, lab equipment, fraudulent identity documents, over \$6000 of counterfeit USD money, stolen credit cards, several unregistered and prohibited firearms including a sawed-off shotgun and sawed-off rifle readily accessible with ammunition, brass knuckles, two altered batons, instruments used for encoding fraudulent credit cards, and 24 grams of finished methamphetamine. Three people were charged with a total of 42 offences.



**Cocaine Trafficking** – Elgin/Middlesex CSCU commenced an investigation in August of 2021, following information that a suspect was trafficking large quantities of cocaine.

Elgin/Middlesex CSCU conducted consistent surveillance and a TDR/Tracking warrant was granted to aid in the investigation.

A CDSA Section 11 Search Warrant was obtained in November 2021, for two separate residences associated to the suspect. The search of the residences was conducted by members of the Emergency Response Team (ERT) and Elgin/Middlesex CSCU, resulting in the seizure of 2012 grams of Cocaine, 574 grams of Psilocybin, 251 pills of Oxycodone, 9 firearms, and over \$100,000 in Canadian currency.

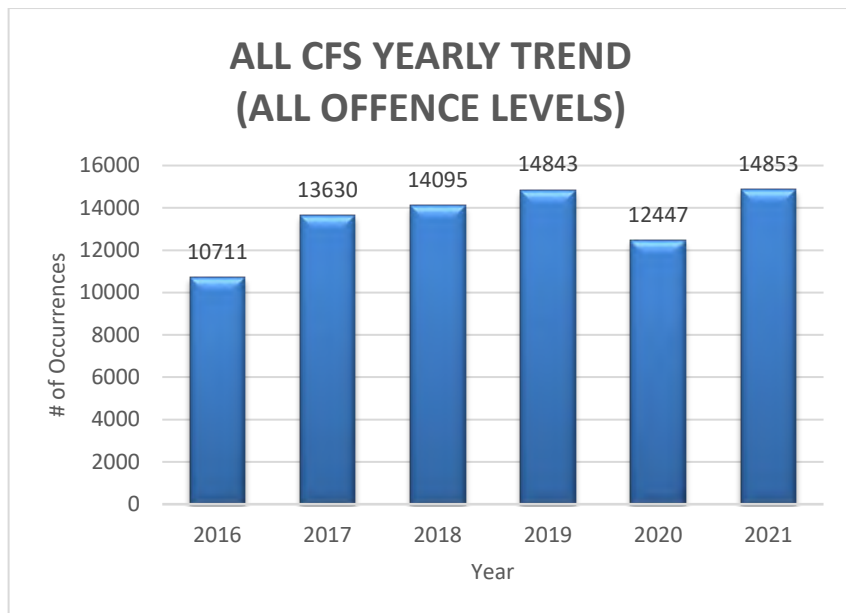




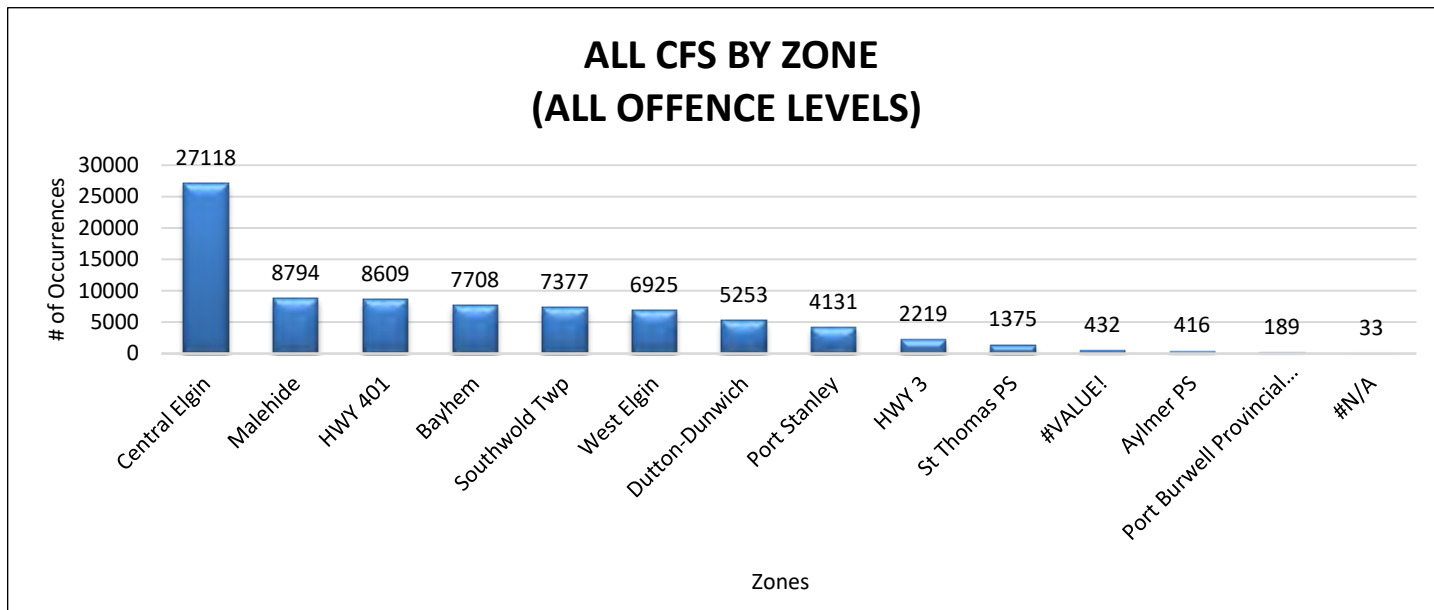
# Detachment Statistics



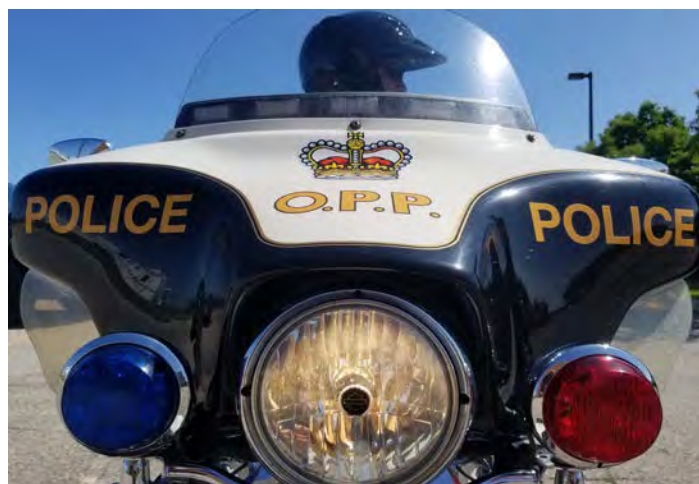
## All Calls for Service 2016-2021



## All Calls for Service by Zone



## Traffic Safety



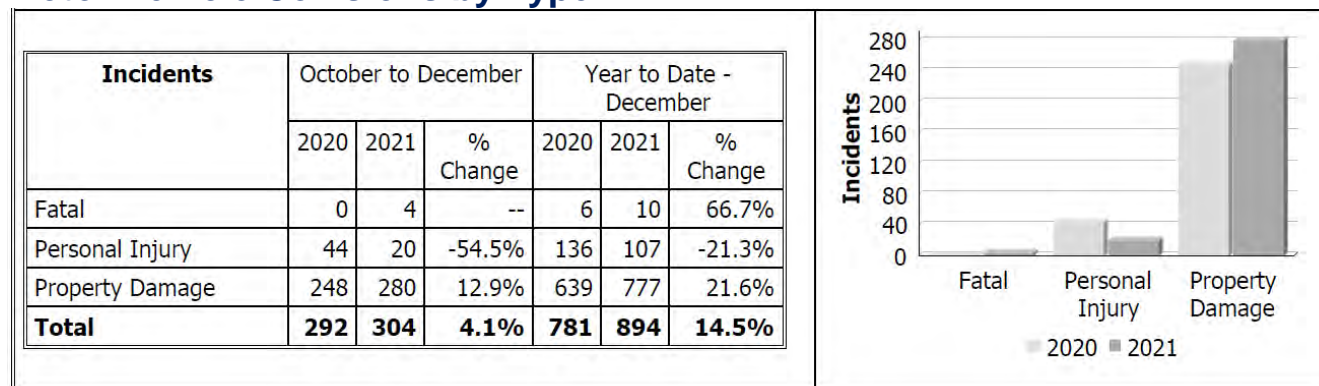
The safety of motorists on Elgin County roads has always remained a priority for Elgin Detachment. Our Traffic Management Team (TMU) is dedicated to enforcement and response to traffic complaints within the County.

Elgin County OPP Officers conducted 219 static RIDE checks in 2021, including RIDE initiatives performed and funded through our RIDE Grant Funding Stream. For 2021, Elgin County was awarded \$13,243 for RIDE checks, with all of the funds used to support RIDE checks throughout Elgin County.

We have seen a significant increase in motor vehicle collisions in Elgin County. In 2020, our total collisions amounted to 782 for the year. In 2021, with easing COVID restrictions, our total collisions have increased to 895. Although our total collisions have increased, we are still below the 914 pre-pandemic collisions reported in 2019. We will continue to use statistical analysis and focus on targeted enforcement of Impaired Driving, Aggressive Driving, Seat Belt Use, and Distracted Driving to attempt to bring the total crashes down.

These four factors can often be the difference between a minor crash with no injuries and a major crash resulting in injuries or death. Below are the comparison tables outlining collision statistics in Elgin County between 2020 – 2021.

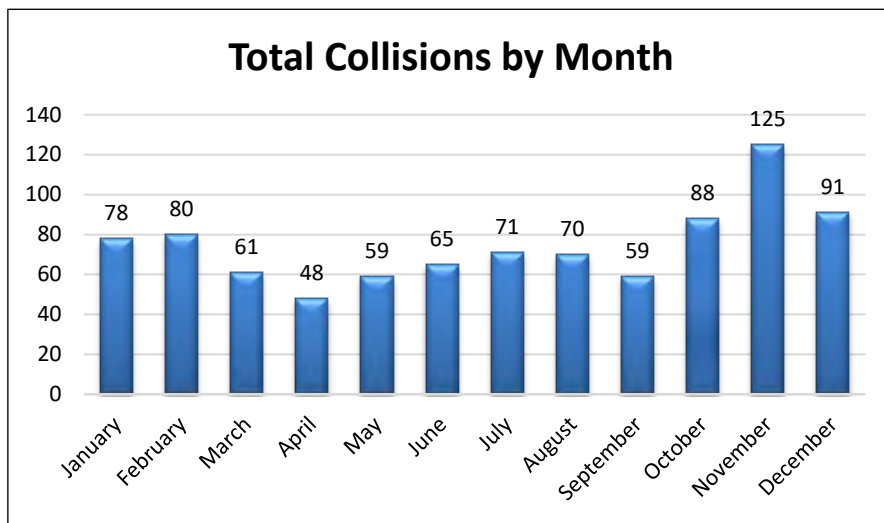
### Motor Vehicle Collisions by Type:



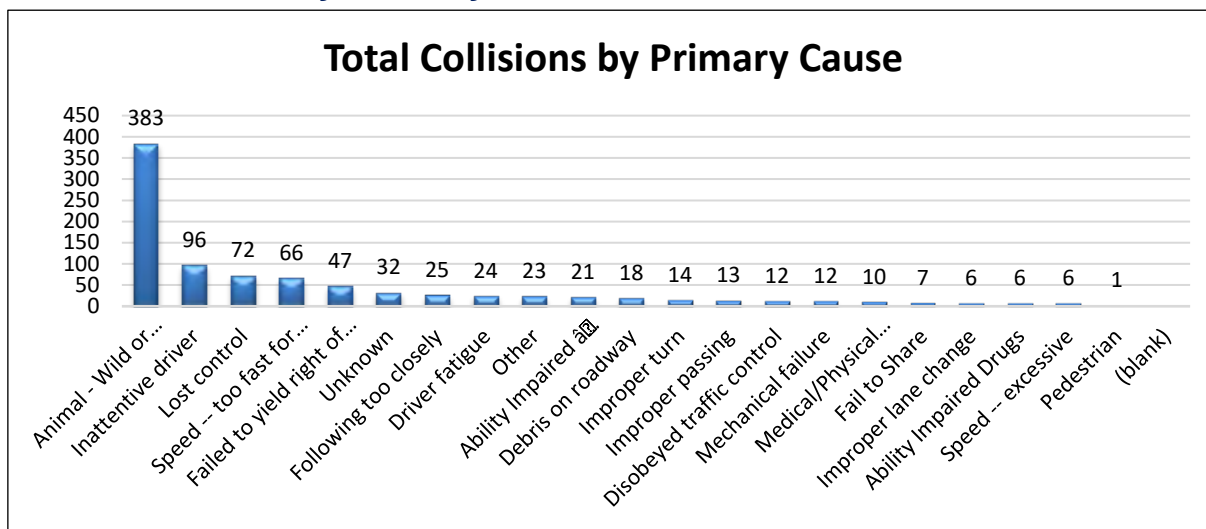
## Fatalities in Detachment Area:

Fatalities in Detachment Area							
Incidents		October to December			Year to Date - December		
		2020	2021	% Change	2020	2021	% Change
Motor Vehicle Collision	Fatal Incidents	0	4	--	4	10	150.0%
	Alcohol Related	0	1	--	1	1	0.0%
Off-Road Vehicle	Fatal Incidents	0	0	--	1	0	-100.0%
	Alcohol Related	0	0	--	0	0	--
Motorized Snow Vehicle	Fatal Incidents	0	0	--	1	0	-100.0%
	Alcohol Related	0	0	--	1	0	-100.0%
Persons Killed		October to December			Year to Date - December		
		2020	2021	% Change	2020	2021	% Change
Motor Vehicle Collision		0	5	--	4	11	175.0%
Off-Road Vehicle		0	0	--	1	0	-100.0%
Motorized Snow Vehicle		0	0	--	1	0	-100.0%

## Total Collisions by Month



## Total Collisions by Primary Cause

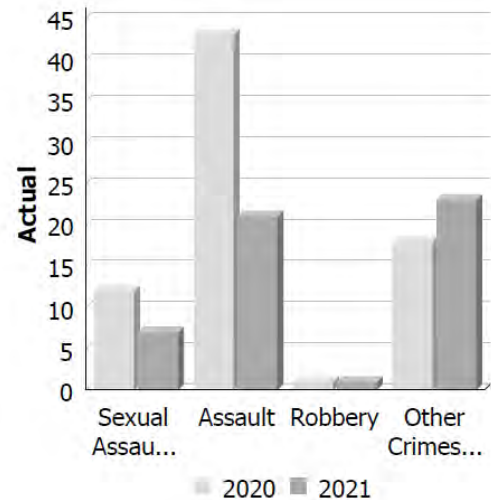


## Crime Prevention

Throughout 2021, Elgin County Detachment continued our commitment to crime prevention. A large component of this goal is the pro-active education provided through media outlets, increased officer visibility, and adherence to the principles of Intelligence Led Policing. Using analytics from the Regional Analyst we identify areas of concern and assign officers to specific focused patrols related to crime and traffic trends. The creation of our Community Street Crimes Unit in conjunction with the expertise provided by our Crime Unit has increased the effectiveness of our investigations and provided targeted enforcement.

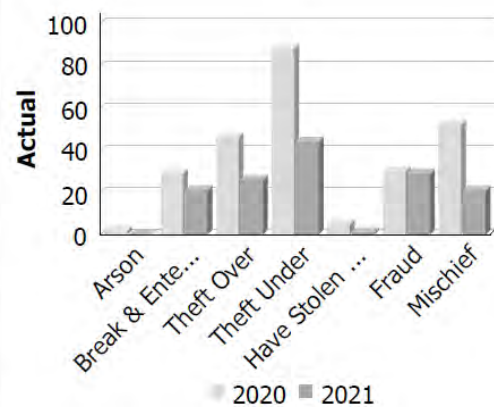
### Violent Crime

Actual	October to December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	1	--
Other Offences Causing Death	0	0	--	0	1	--
Attempted Murder	0	0	--	1	0	-100.0%
Sexual Assault	12	7	-41.7%	41	38	-7.3%
Assault	43	21	-51.2%	156	126	-19.2%
Abduction	0	0	--	5	1	-80.0%
Robbery	1	1	0.0%	2	5	150.0%
Other Crimes Against a Person	18	23	27.8%	54	71	31.5%
<b>Total</b>	<b>74</b>	<b>52</b>	<b>-29.7%</b>	<b>259</b>	<b>243</b>	<b>-6.2%</b>



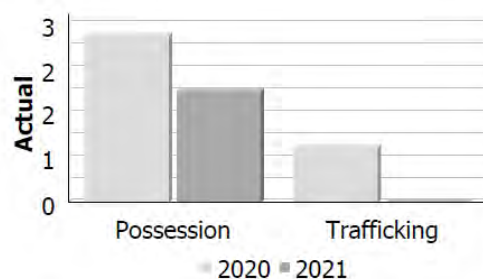
### Property Crime

Actual	October to December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Arson	2	0	-100.0%	5	0	-100.0%
Break & Enter	29	21	-27.6%	96	102	6.2%
Theft Over	46	26	-43.5%	108	102	-5.6%
Theft Under	88	44	-50.0%	232	206	-11.2%
Have Stolen Goods	5	1	-80.0%	14	16	14.3%
Fraud	30	29	-3.3%	148	137	-7.4%
Mischief	52	21	-59.6%	150	114	-24.0%
<b>Total</b>	<b>252</b>	<b>142</b>	<b>-43.7%</b>	<b>753</b>	<b>677</b>	<b>-10.1%</b>



## Drug Crime

Actual	October to December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Possession	3	2	-33.3%	13	6	-53.8%
Trafficking	1	0	-100.0%	4	7	75.0%
Importation and Production	0	0	--	0	0	--
<b>Total</b>	<b>4</b>	<b>2</b>	<b>-50.0%</b>	<b>17</b>	<b>13</b>	<b>-23.5%</b>



## London-Elgin-Middlesex Crime Stoppers



Elgin County OPP continues to support the London-Elgin-Middlesex Crime Stoppers Program. This program has been very successful in 2021, resulting in over \$177,668 in recovered assets and currency.

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Tips Received	98	97	178	145	165	141	106	150	184	128	128	99
Tip Follow-ups	70	74	146	78	155	131	98	101	85	93	102	81
Arrests	4	4	8	1	0	1	1	3	1	2	2	0
Cases Cleared	3	4	12	1	0	1	1	2	1	1	3	0
Charges Laid	15	6	13	3	0	0	0	4	13	5	3	0
Fugitives	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Discipline	0	0	0	0	0	0	0	0	0	0	0	0
# of Rewards Approved	0	6	2	10	1	0	1	1	5	1	2	3
Rewards Approved	\$0	\$1,311	\$350	\$1,625	\$128	\$0	\$53	\$90	\$348	\$158	\$244	\$173
# of Rewards Paid	0	0	0	1	1	0	0	0	0	0	0	0
Rewards Paid	\$0	\$0	\$0	\$50	\$75	\$0	\$0	\$0	\$0	\$0	\$0	\$0
# of Weapons Recovered	4	0	6	2	0	0	0	0	1	0	0	0
# of Vehicles Recovered	1	0	0	1	0	0	0	0	0	0	0	0
Property Recovered	\$2,000	\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$0
Cash Recovered	\$0	\$0	\$12,553	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0	\$0
Drugs Seized	\$4,500	\$1,200	\$115,400	\$0	\$0	\$0	\$0	\$0	\$500	\$3,015	\$0	\$0
Total Recovered	\$6,500	\$1,200	\$127,953	\$35,000	\$0	\$0	\$0	\$0	\$500	\$6,015	\$500	\$0

Statistic	Q1	Q2	Q3	Q4	YTD
Tips Received	373	451	440	355	1,619
Tip Follow-ups	290	364	284	276	1,214
Arrests	16	2	5	4	27
Cases Cleared	19	2	4	4	29
Charges Laid	34	3	17	8	62
Fugitives	0	0	0	0	0
Administrative Discipline	0	0	0	0	0
# of Rewards Approved	8	11	7	6	32
Rewards Approved	\$1,661	\$1,753	\$491	\$574	\$4,478
# of Rewards Paid	0	2	0	0	2
Rewards Paid	\$0	\$125	\$0	\$0	\$125
# of Weapons Recovered	10	2	1	0	13
# of Vehicles Recovered	1	1	0	0	2
Property Recovered	\$2,000	\$35,000	\$0	\$500	\$37,500
Cash Recovered	\$12,553	\$0	\$0	\$3,000	\$15,553
Drugs Seized	\$121,100	\$0	\$500	\$3,015	\$124,615
Total Recovered	\$135,653	\$35,000	\$500	\$6,515	\$177,668



## Financial Reports



### Elgin Group Annual Billing Report

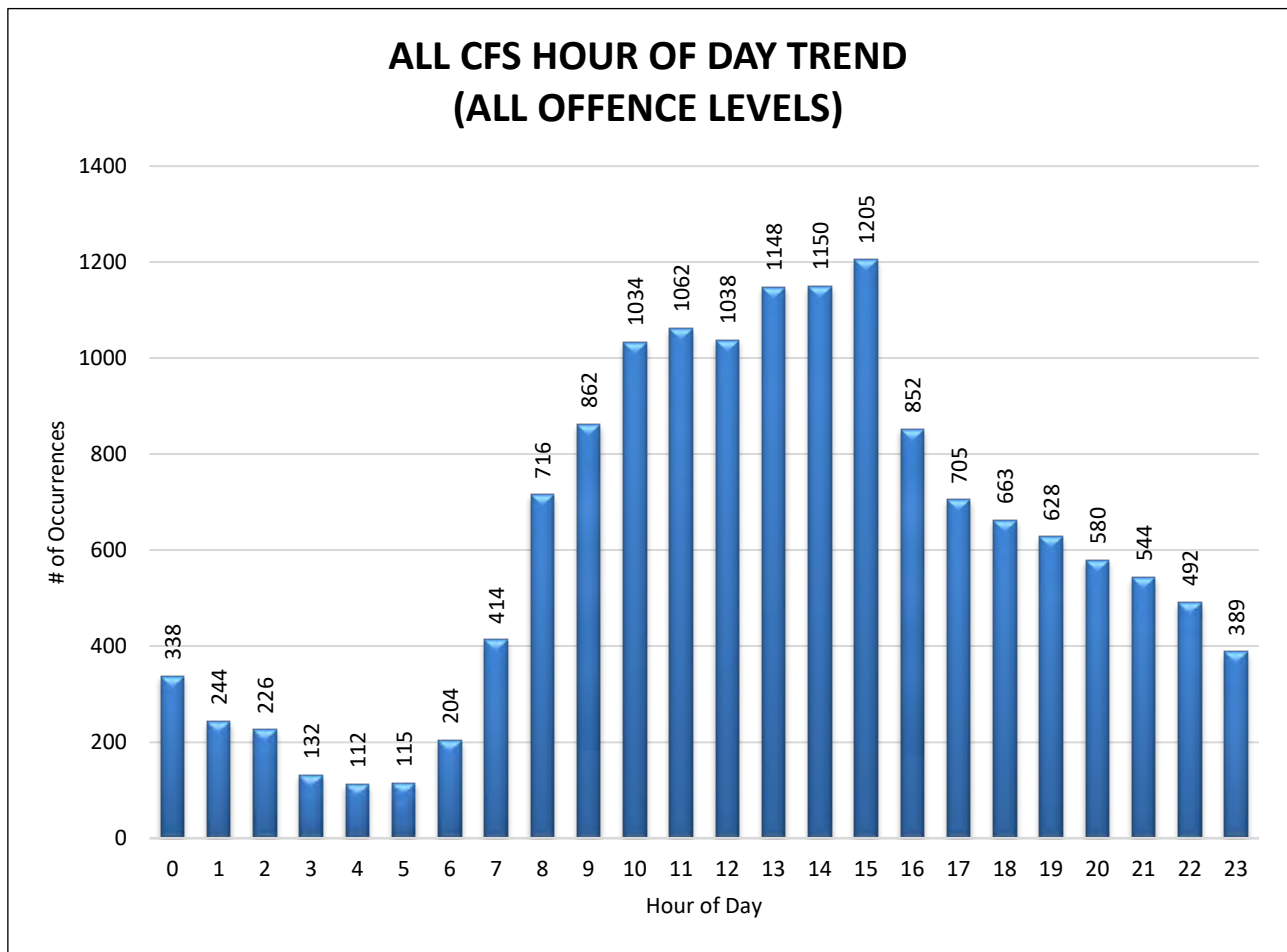
The average 2022 municipal policing cost per property (for municipalities billed applying the OPP Billing Model) across the province (including the cost of all contract enhancements) is \$354.80, a decrease of \$0.26. The total estimated cost recovery is up by \$5.9M or 1.4%.

The 2022 Estimate of Base Services cost per property is a record low at \$172.07. The trend of year over year increased Calls for Service workload allocation continues. The 2022 Base Services vs. Calls for Service workload allocation split is 51.3% : 48.7% (2021 - 53.1% : 46.9%).

The total 2020 reconciled costs recovered under the billing model were slightly lower than estimated, a 0.2% reduction, while the total 2020 reconciled Base and Calls for Service costs were slightly higher than estimated, up 0.8% due to cost increases in benefits (WSIB, pensions, and termination pay). Overall, overtime cost increased slightly compared to estimated, up 0.6%. Court security and prisoner transportation costs were less than estimated by 20% and 37% respectively. Contract enhancements were 13% less than estimated.

Elgin County OPP remain committed to the efficient implementation of cost effective policing and have implemented a number of strategies to reduce the use of overtime, including the creation of overlap shifts from 2:00 pm to 2:00 am, and noon to midnight shifts to match peak time frames for calls for service. In addition, there are target staffing policies that govern when officers are called in to work on overtime.

## All Calls for Service by Hour of Day Trend



## Elgin Group Revenue Report

The chart below outlines the revenue collected on behalf of the municipality for services provided through criminal records checks completed by Elgin Detachment in 2021.

Criminal Record Checks 2021													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
Vulnerable Screening	56	63	119	78	71	109	122	136	146	142	137	97	1,276
Regular	19	18	29	35	22	43	16	19	19	35	16	14	285
Pardon	1	1	0	1	1	0	2	2	1	1	1	1	12
Local PS	3	3	5	0	1	0	1	6	3	2	3	2	29
<b>TOTAL</b>	<b>79</b>	<b>85</b>	<b>153</b>	<b>114</b>	<b>95</b>	<b>152</b>	<b>141</b>	<b>163</b>	<b>169</b>	<b>180</b>	<b>157</b>	<b>114</b>	<b>1,602</b>
CRC Paid	74	74	127	112	86	131	108	125	109	103	93	84	1,226
Prints	5	4	5	3	3	4	7	4	7	7	4	5	58
CR Revenue	2833.00	2747.00	5002.00	4338.00	3635.00	5341.00	4387.00	5007.00	4518.00	4100.00	3772.00	3116.00	48796.00
Print Revenue	132.50	106.00	132.50	79.50	79.50	106.00	185.50	106.00	185.50	185.50	106.00	132.50	\$1,537.00
<b>Total Revenue</b>	<b>\$2,965.50</b>	<b>\$2,853.00</b>	<b>\$5,134.50</b>	<b>\$4,417.50</b>	<b>\$3,714.50</b>	<b>\$5,447.00</b>	<b>\$4,572.50</b>	<b>\$5,113.00</b>	<b>\$4,703.50</b>	<b>\$4,285.50</b>	<b>\$3,878.00</b>	<b>\$3,248.50</b>	<b>\$50,333.00</b>
Volunteer CRC/VS	1	8	20	2	8	17	32	33	57	74	61	84	397
Volunteer Prints	0	1	3	0	2	2	2	2	7	11	5	5	40
<b>TOTAL</b>	<b>1</b>	<b>9</b>	<b>23</b>	<b>2</b>	<b>10</b>	<b>19</b>	<b>34</b>	<b>35</b>	<b>64</b>	<b>85</b>	<b>66</b>	<b>89</b>	<b>437</b>
<b>CRC per Municipality</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Total</b>
Bayham	0	4	8	14	7	15	7	23	23	12	19	5	137
Central Elgin	20	41	62	37	39	63	51	44	54	77	60	51	599
Dutton/Dunwich	10	9	16	16	13	15	17	18	13	17	16	12	172
Malahide	17	15	25	21	13	14	30	25	36	26	17	22	261
Southwold	10	8	18	13	10	27	16	29	25	27	17	12	212
West Elgin	12	5	17	13	10	17	19	20	14	20	16	9	172

## **R.I.D.E. Grant**

Each year, Elgin County OPP completes an application for a RIDE Grant through Mothers Against Drinking and Driving. In 2021, Elgin OPP received \$13,243 to fund police officers at RIDE checks throughout the County, with the bulk of those checks occurring during the Festive RIDE Season. We are very proud and appreciative to be partners with Mothers Against Drinking and Driving in the fight to keep impaired drivers off our roadways.



*Elgin County OPP Supports our Members and the Communities We Police*



**Port Burwell Public  
School “Build a Boat”  
Project**



**Elgin County OPP  
Supports Community  
Initiatives**



**Elgin OPP/Aylmer Police  
MCRT Partnership**

**Elgin County Detachment  
Awards/Recognition Presentations**





Elgin County OPP, 42696 John Wise Line, RR#5 St Thomas, ON. N5P 3S9 EMERGENCY CALL 911



**RE: Gypsy Moth Spraying**

**JANUARY 19, 2022**

At its meeting of January 17, 2022, the Council of the Township of Limerick passed a motion in regard to the Gypsy Moth Concentration and Control Measures;

“WHEREAS the Gypsy Moth defoliation in Limerick Township has caused significant damage, with Limerick Township reportedly having the highest concentration of Gypsy moths in Hastings County due to the Rural nature of the Township; and

WHEREAS the reported responses from the public do not present an accurate picture of the devastation as the geographical area is quite large in relation to the low population of Limerick Township;

NOW THEREFORE, BE IT RESOLVED that Council of the Township of Limerick request that the County of Hastings consider the impact of the Gypsy Moth Caterpillars on the rural communities across Ontario, not only through online reporting but also taking into consideration the land mass associated with each municipality. For example, one property owner recently purchased 27,000 acres of land, but was only able to submit 1 report for the entire property.

BE IT FURTHER RESOLVED that the population of seasonal residents not reporting in the area during the off season also be taken into consideration, as there is potential that they are unaware of the reporting process.

BE IT FURTHER RESOLVED that the County of Hastings take the necessary steps to accurately interpret the devastation of the Gypsy Moth Caterpillar by way of geographical consideration along with the online reporting method to ensure accurate and beneficial spraying to combat this problem is undertaken.”

Please reach out to the Township Clerk with any additional questions at 613-474-2863.

Sincerely,

Victoria Tisdale

Victoria Tisdale, Clerk Treasurer  
[clerk@township.limerick.on.ca](mailto:clerk@township.limerick.on.ca)  
Telephone: 613-474-2863  
Fax: 613-474-0478

Nicole Ilcio, Deputy Clerk Treasurer  
[assistant@township.limerick.on.ca](mailto:assistant@township.limerick.on.ca)  
Telephone: 613-474-2863  
Fax: 613-474-0478



**THE CORPORATION OF THE CITY OF SARNIA  
City Clerk's Department**

255 Christina Street N. PO Box 3018  
Sarnia ON Canada N7T 7N2  
519-332-0330 (phone) 519-332-3995 (fax)  
519-332-2664 (TTY)  
[www.sarnia.ca](http://www.sarnia.ca) [clerks@sarnia.ca](mailto:clerks@sarnia.ca)

February 15, 2022

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

Dear Premier,

**RE: Dissolve Ontario Land Tribunal**

At its meeting held on February 7, 2022, Sarnia City Council adopted the following resolution with respect to the Ontario Land Tribunal:

***Whereas Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy; and***

***Whereas an Official Plan is developed through months of public consultation to ensure, "that future planning and development will meet the specific needs of (our) community"; and***

***Whereas our Official Plan includes zoning provisions that encourage development of the "missing middle" or "gentle density" to meet the need for attainable housing in our community; and***

***Whereas our Official Plan is ultimately approved by the province; and***

***Whereas it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes***

***that better the community or fit within the vision of the City of Sarnia's Official Plan; and***

***Whereas it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the City of Sarnia's Official Plan; and***

***Whereas municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or "OMB"), an unelected, appointed body that is not accountable to the residents of the City of Sarnia; and***

***Whereas the OLT has the authority to make a final decision on planning matters based on a "best planning outcome" and not whether the proposed development is in compliance with municipal Official Plans and Provincial Planning Policy; and***

***Whereas all decisions—save planning decisions—made by Municipal Council are only subject to appeal by judicial review and such appeals are limited to questions of law and or process; and***

***Whereas Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans; and***

***Whereas towns and cities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the province in expensive, time consuming and ultimately futile OLT hearings; and***

***Whereas lengthy, costly OLT hearings act as a barrier to the development of attainable housing;***

***Now Therefore Be It Hereby Resolved That The City of Sarnia requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario; and***

***Be It Further Resolved That a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of***

***Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors' Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario; and***

***Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.***

Your favorable consideration of this request is respectfully requested.

Yours sincerely,



Amy Burkhart  
City Clerk

Cc: Minister of Municipal Affairs and Housing  
Leader of the Opposition  
Leaders of the Liberal and Green Party  
MPPs in the Province of Ontario  
Large Urban Mayors' Caucus of Ontario  
Small Urban GTHA Mayors and Regional Chairs of Ontario  
AMO  
All Ontario Municipalities



## Office of the City Clerk

Katie Viccica  
905-227-6613 ext. 224  
[katie.viccica@thorold.ca](mailto:katie.viccica@thorold.ca)

## City of Thorold

3540 Schmon Parkway P.O. Box. 1044  
Thorold, ON L2V 4A7

February 17, 2022

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

Dear Premier,

### **RE: Dissolve Ontario Land Tribunal**

At its meeting held on February 15, 2022, Thorold City Council adopted the following resolution with respect to the Ontario Land Tribunal:

Whereas Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy; and

Whereas an Official Plan is developed through months of public consultation to ensure, “that future planning and development will meet the specific needs of (our) community”; and

Whereas our Official Plan includes zoning provisions that encourage development of the “missing middle” or “gentle density” to meet the need for attainable housing in our community; and

Whereas our Official Plan is ultimately approved by the Province; and

Whereas it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of the Town of Aurora Official Plan; and

Whereas it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Aurora Official Plan; and

Whereas municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or “OMB”), an unelected, appointed body that is not accountable to the residents of Aurora; and

Whereas the OLT has the authority to make a final decision on planning matters based on a “best planning outcome” and not whether the proposed development is in compliance with

municipal and provincially approved official plans or consistent with provincial plans and policy;  
and

Whereas all decisions—save planning decisions—made by Municipal Council are similarly only subject to appeal by judicial review and such appeals are limited to questions of law; and

Whereas Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans; and

Whereas towns and cities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the Province in expensive, time consuming and ultimately futile OLT hearings; and

Whereas lengthy, costly OLT hearings act as a barrier to the development of attainable housing;

1. Now Therefore Be It Resolved That The Council Of The City Of Thorold requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario;  
and

2. That a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors' Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario; and

3. That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Your favorable consideration of this request is appreciated.

Yours truly,

Katie Viccica  
Legislative Assistant

Cc: Minister of Municipal Affairs and Housing  
Leader of the Opposition  
Leaders of the Liberal and Green Party  
MPPs in the Province of Ontario  
Large Urban Mayors' Caucus of Ontario  
Small Urban GTHA Mayors and Regional Chairs of Ontario  
AMO  
All Ontario Municipalities



February 18, 2022

Hon. Doug Ford, Premier of Ontario  
Premier's Office  
Room 281  
Legislative Building, Queen's Park  
Toronto, Ontario M7A 2J3

Sent via email: [doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org)

Re: Dissolution of the Ontario Land Tribunal, Town of Gravenhurst

---

Dear Premier Ford

At the Town of Gravenhurst Council meeting of Tuesday February 15, 2022, Council passed the following motion:

**WHEREAS** Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy;

**AND WHEREAS** an Official Plan is developed through months of public consultation to ensure, "that future planning and development will meet the specific needs of (our) community";

**AND WHEREAS** our Official Plan includes provisions that encourage developments to meet the need for attainable housing in our community;

**AND WHEREAS** our Official Plan includes provisions that encourage developments to meet certain environmental standards which are voided by the Provincial Policy Statement;

**AND WHEREAS** our Official Plan is ultimately approved by the District of Muskoka, as delegated from the Province, in accordance with the Planning Act;

**AND WHEREAS** it is within the legislative purview of Municipal Council to adopt Official Plan amendments or approve Zoning By-law changes that better the community or fit within the vision of the Town of Gravenhurst Official Plan;



**AND WHEREAS** it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Gravenhurst Official Plan;

**AND WHEREAS** municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or "OMB"), an unelected, appointed body that is not accountable to the residents of the Town of Gravenhurst;

**AND WHEREAS** the OLT has the authority to make a final decision on planning matters based on a "best planning outcome" and not whether the proposed development is in conformity with municipal Official Plans and consistent with Provincial Planning Policy;

**AND WHEREAS** all decisions—save planning decisions—made by Municipal Councils are only subject to appeal by judicial review and such appeals are limited to questions of law and or process;

**AND WHEREAS** Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans;

**AND WHEREAS** municipalities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the province or their designate in expensive, time consuming and ultimately futile OLT hearings;

**AND WHEREAS** lengthy, costly OLT hearings act as a barrier to the development of attainable housing;

**AND WHEREAS** the existence of the OLT acts as a barrier that restricts municipalities from protecting the environment from development that is uncharacteristic of its community;



**NOW THEREFOR BE IT RESOLVED THAT:**

1. The Town of Gravenhurst requests the Government of Ontario dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing, and restricting a municipality's ability to enforce self-determined environmentally-friendly development policies in Ontario;
2. A copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors' Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario; and,
3. A copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.
4. A suitable alternative appeal process be investigated by the Province utilizing an elected board of appeal

Sincerely,

A handwritten signature in black ink, appearing to read "Kayla Thibeault".

Kayla Thibeault  
Director of Legislative Services / Clerk  
Town of Gravenhurst  
KT/ds

cc.

Hon. Steve Clark, Minister of Municipal Affairs and Housing [steve.clark@pc.ola.org](mailto:steve.clark@pc.ola.org)  
Andrea Horwath, Leader of the Official Opposition [horwatha-qp@ndp.on.ca](mailto:horwatha-qp@ndp.on.ca)  
Mike Schreiner, Leader of the Ontario Green Party [Mschreiner@ola.org](mailto:Mschreiner@ola.org)  
Steven Del Duca, Leader of the Ontario Liberal Party [info.leader@ontarioliberal.ca](mailto:info.leader@ontarioliberal.ca)  
Ontario Members of Provincial Parliament  
Large Urban Mayor's Caucus of Ontario [info@ontariobigcitymayors.ca](mailto:info@ontariobigcitymayors.ca)  
Small Urban GTHA Mayors of Ontario  
Regional Chairs of Ontario  
Association of Municipalities of Ontario (AMO) [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)  
All Ontario Municipalities

February 9, 2022

The Honourable Doug Ford, Premier of Ontario  
Via Email

**Re: Dissolve Ontario Land Tribunal**

Please be advised that Council for the Town of Halton Hills at its meeting of Monday, February 7, 2022, adopted the following Resolution:

**Resolution No. 2022-0020**

WHEREAS Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy;

AND WHEREAS an Official Plan is developed through months of public consultation to ensure, "that future planning and development will meet the specific needs of the Town of Halton Hills community";

AND WHEREAS our Official Plan includes provisions that encourage development of the "missing middle" or "gentle density" to meet the need for attainable housing in our community;

AND WHEREAS our Official Plan is ultimately approved by the province;

AND WHEREAS it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of Town of Halton Hills Official Plan;

AND WHEREAS it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Halton Hills Official Plan;

AND WHEREAS municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or "OMB"), an unelected, appointed body that is not accountable to the residents of the Town of Halton Hills;

AND WHEREAS the OLT has the authority to make a final decision on planning matters based on a "best planning outcome" and not whether the proposed development is in compliance with municipal Official Plans;

---

**1 Halton Hills Drive, Halton Hills, Ontario L7G 5G2**

Tel: 905-873-2600

Toll Free: 1-877-712-2205  
haltonhills.ca

Fax: 905-873-2347

AND WHEREAS all decisions—save planning decisions—made by Municipal Council are only subject to appeal by judicial review and such appeals are limited to questions of law and or process;

AND WHEREAS Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans;

AND WHEREAS towns and cities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the province in expensive, time consuming and ultimately futile OLT hearings;

AND WHEREAS lengthy, costly OLT hearings add years to the development approval process and act as a barrier to the development of attainable housing;

NOW THEREFORE BE IT RESOLVED THAT Council for the Town of Halton Hills requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors' Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

**CARRIED**

Attached for your information is a copy of Resolution No. 2022-0020.

If you have any questions, please contact Valerie Petryniak, Town Clerk for the Town of Halton Hills at 905-873-2600 ext. 2331 or [valeriep@haltonhills.ca](mailto:valeriep@haltonhills.ca).

Yours truly,



Melissa Lawr  
Deputy Clerk – Legislation

**1 Halton Hills Drive, Halton Hills, Ontario L7G 5G2**

Tel: 905-873-2600

Toll Free: 1-877-712-2205  
[haltonhills.ca](http://haltonhills.ca)

Fax: 905-873-2347

- cc. Minister of Municipal Affairs and Housing  
Leader of the Opposition  
Leaders of the Liberal and Green Party  
MPPs in the Province of Ontario  
Large Urban Mayor's Caucus of Ontario  
Small Urban GTHA Mayors  
Regional Chairs of Ontario  
Association of Municipalities of Ontario (AMO)  
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haltonhills.ca

Fax: 905-873-2347



**THE CORPORATION  
OF  
THE TOWN OF HALTON HILLS**

**Resolution No.:** 2022-0020

**Title:** Dissolve Ontario Land Tribunal

**Date:** February 7, 2022

**Moved by:** Mayor R. Bonnette

**Seconded by:** Councillor C. Somerville

---

**Item No. 15.2**

WHEREAS Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy;

AND WHEREAS an Official Plan is developed through months of public consultation to ensure, "that future planning and development will meet the specific needs of the Town of Halton Hills community";

AND WHEREAS our Official Plan includes provisions that encourage development of the "missing middle" or "gentle density" to meet the need for attainable housing in our community;

AND WHEREAS our Official Plan is ultimately approved by the province;

AND WHEREAS it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of Town of Halton Hills Official Plan;

AND WHEREAS it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Town of Halton Hills Official Plan;

AND WHEREAS municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or "OMB"), an unelected, appointed body that is not accountable to the residents of the Town of Halton Hills;

AN WHEREAS the OLT has the authority to make a final decision on planning matters based on a "best planning outcome" and not whether the proposed development is in compliance with municipal Official Plans;

AND WHEREAS all decisions—save planning decisions—made by Municipal Council are only subject to appeal by judicial review and such appeals are limited to questions of law and or process;

AND WHEREAS Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans;


AND WHEREAS towns and cities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the province in expensive, time consuming and ultimately futile OLT hearings;

AND WHEREAS lengthy, costly OLT hearings add years to the development approval process and act as a barrier to the development of attainable housing;

NOW THEREFORE BE IT RESOLVED THAT Council for the Town of Halton Hills requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario;

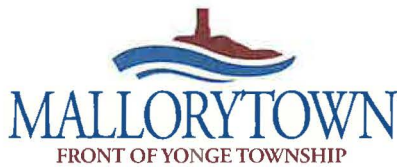
AND FURTHER THAT a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors' Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario;

AND FURTHER THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.



---

Mayor Rick Bonnette



1514 County Road 2, P.O. Box 130, Mallorytown, ON K0E 1R0  
T 613.923.2251 · F 613.923.2421  
[www.Mallorytown.ca](http://www.Mallorytown.ca)

February 14, 2022

via email [premier@ontario.ca](mailto:premier@ontario.ca)

The Honourable Doug Ford, Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A7

Dear Premier Ford:

Please be advised, at their regular meeting on the evening of February 7, 2022, the Council of the Township of Front of Yonge passed the following motion:

*"Moved by Gail Williams and seconded by Carson Massey:*

***WHEREAS*** Municipalities across this province collectively spend millions of dollars of taxpayer money and municipal resources developing Official Plans that meet current Provincial Planning Policy; and

***WHEREAS*** an Official Plan is developed through months of public consultation to ensure, "that future planning and development will meet the specific needs of (our) community"; and

***WHEREAS*** our Official Plan includes provisions that encourage development of the "missing middle" or "gentle density" to meet the need for attainable housing in our community; and

***WHEREAS*** our Official Plan is ultimately approved by the province; and

***WHEREAS*** it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of the Township of Front of Yonge's Official Plan; and

***WHEREAS*** it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Township of Front of Yonge's Official Plan; and

**WHEREAS** municipal planning decisions may be appealed to the Ontario Land Tribunal (OLT; formerly the Ontario Municipal Board or “OMB”), an unelected, appointed body that is not accountable to the residents of the Township of Front of Yonge; and

**WHEREAS** the OLT has the authority to make a final decision on planning matters based on a “best planning outcome” and not whether the proposed development is in compliance with municipal Official Plans; and

**WHEREAS** all decisions—save planning decisions—made by Municipal Council are only subject to appeal by judicial review and such appeals are limited to questions of law and or process; and

**WHEREAS** Ontario is the only province in Canada that empowers a separate adjudicative tribunal to review and overrule local decisions applying provincially approved plans; and

**WHEREAS** towns and cities across this Province are repeatedly forced to spend millions of dollars defending Official Plans that have already been approved by the province in expensive, time consuming and ultimately futile OLT hearings; and

**WHEREAS** lengthy, costly OLT hearings add years to the development approval process and act as a barrier to the development of attainable housing;

1. **NOW THEREFORE BE IT HEREBY RESOLVED** That the Township of Front of Yonge requests the Government of Ontario to dissolve the OLT immediately thereby eliminating one of the most significant sources of red tape delaying the development of more attainable housing in Ontario; and
2. **BE IT FURTHER RESOLVED THAT** a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Minister of Municipal Affairs and Housing, the Leader of the Opposition, the Leaders of the Liberal and Green Party, all MPPs in the Province of Ontario; the Large Urban Mayors’ Caucus of Ontario, the Small Urban GTHA Mayors and Regional Chairs of Ontario; and
3. **BE IT FURTHER RESOLVED THAT** a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Carried- Roger Haley, Mayor”

Sincerely,



Jennifer Ault  
Clerk

cc via email:

- Honourable Steve Clark, Minister of Municipal Affairs & Housing - [steve.clark@pc.ola.org](mailto:steve.clark@pc.ola.org)
- Honourable Andrea Horwath, Opposition Leader - [ahorwath-gp@ndp.on.ca](mailto:ahorwath-gp@ndp.on.ca)
- Honourable Steven Del Duca, Leader of the Ontario Liberal Party - [info.leader@ontarioliberal.ca](mailto:info.leader@ontarioliberal.ca)
- Honourable Mike Schreiner, Leader of the Ontario Green Party - [mschreiner-co@ola.org](mailto:mschreiner-co@ola.org)
- All Ontario MPPs
- Large Urban Mayors' Caucus of Ontario
- Small Urban GTHA Mayors of Ontario
- Regional Chairs of Ontario
- Association of Municipalities of Ontario (AMO) - [amo@amo.on.ca](mailto:amo@amo.on.ca)
- All Ontario municipalities

February 18, 2022

SENT VIA E-MAIL TO:

Joanne Vanderheyden  
President of the Federation of Canadian Municipalities  
[info@fcm.ca](mailto:info@fcm.ca)

Dear President Vanderheyden,

Re: Year of the Garden Proclamation

---

On behalf of the Council of the Corporation of Norfolk County, please be advised that upon the recommendation of the Tourism and Economic Development Advisory Board, Council passed the following resolution at the February 15, 2021 Council meeting:

**Resolution No. 13**

**Moved By:** Councillor Martin

**Seconded By:** Councillor Huffman

WHEREAS Norfolk County is known as Ontario's Garden and has a rich agricultural and horticulture industry;

AND WHEREAS Communities in Bloom and "Fleurons du Québec" in collaboration with the Canadian Garden Council, invite all municipalities to celebrate the Year of the Garden 2022;

AND WHEREAS the Year of the Garden 2022 celebrates the Centennial of Canada's horticulture sector;

AND WHEREAS gardens and gardening contribute to the quality of life of our municipality, our climate action goals and create safe and healthy places where people can come together in the spirit of inclusivity and reconciliation;

AND WHEREAS the Year of the Garden 2022 will highlight and celebrate the important contribution of gardeners, our local gardening organizations, horticultural professionals and local horticultural businesses which contribute to garden culture and experience of our municipality;

AND WHEREAS gardens and gardening have helped us face the challenges of the COVID pandemic;

THEREFORE BE IT RESOLVED,

THAT Norfolk County hereby proclaim 2022 as the Year of the Garden in celebration of the contribution of gardens and gardening to the development of our country, our municipality and the lives of our citizens in terms of health, quality of life and environmental challenges;

AND THAT the Saturday before Father's Day, National Garden Day, June 18 in 2022, be recognize as Garden Day in Norfolk County as a legacy of Canada's Year of the Garden 2022;

AND THAT Norfolk County is committed to be a Garden Friendly County supporting the development of its garden culture and is proud to have history, heritage and diversity of gardens;

AND FURTHER THAT all municipalities across Canada be invited proclaim 2022 to be the Year of the Garden in their respective municipalities, and that a copy of this resolution be provided to the Federation of Canadian Municipalities, and for that purpose.

Further information regarding the Year of the Garden Proclamation can be found on the [Year of the Garden Website](#). If any municipality would like to partner with Norfolk County in proclaiming 2022 as the Year of the Garden a draft resolution is attached below.

Should you have any questions regarding this matter or should you require additional information, please contact Kevin Klingenberg, Deputy Clerk at 519-426-5870 x. 1261, or email: [Clerks@norfolkcounty.ca](mailto:Clerks@norfolkcounty.ca)

Sincerely,

Kevin Klingenberg  
Deputy Clerk  
Norfolk County

CC:

- Federation of Canadian Municipalities
- All Ontario municipalities
- Tourism and Economic Development Advisory Board

## Year of the Garden 2022 PROCLAMATION

- WHEREAS** the **Year of the Garden 2022** celebrates the Centennial of Canada's horticulture sector;
- WHEREAS** gardens and gardening contribute to the quality of life of our municipality and create safe and healthy places where people can come together;
- WHEREAS** the **Year of the Garden 2022** will highlight and celebrate the important contribution of gardeners, our local gardening organizations, horticultural professionals and local horticultural businesses which contribute to garden culture and the experience garden of our municipality;
- WHEREAS** gardens and gardening have helped us face the challenges of the COVID pandemic;
- WHEREAS** Communities in Bloom in collaboration with the Canadian Garden Council, invites all municipalities to celebrate the Year of the Garden;

### NOW THEREFORE BE IT RESOLVED

- THAT** (add name of municipality) **HEREBY PROCLAIMS 2022 as the Year of the Garden** in celebration of the contribution of gardens and gardening to the development of our country, our municipality and the lives of our citizens in terms of health, quality of life and environmental challenges; and
- THAT** **the Saturday before Father's Day**, June 18 in 2022, be recognize as Garden Day in (add name of municipality) as a legacy of Canada's Year of the Garden 2022; and
- THAT** (insert name of Municipality) is committed to be a **Garden Friendly City** supporting the development of its garden culture and is proud to have:
- (name at least two city initiatives that support the garden culture of your city and the spirit of the Year of the Garden); and*
- THAT** all municipalities across Canada BE INVITED to proclaim 2022 to be the **Year of the Garden** in their respective municipalities, and that a copy of this resolution be provided to the FCM, and for that purpose.

DATED AT CITY HALL, (the xx day of (add month), 2021 or 2022

---

(insert Mayor's name), Mayor

To West Elgin Council

The Rodney Carpet Bowlers and Shuffle boarders are writing you today to request the fees for the rental of the Rodney Recreation Centre be waived for a twice weekly rental.

Due to covid-19 there has been a delay to our season, but we are looking forward to starting up as restrictions are easing. Our regular season runs from January to June which we break in the summer and return to play from October to December. Our dates requested to rent are Monday and Thursdays from 9:30-11:30 a.m.

As we offer a programming for seniors, we ask that West Elgin Council waive the fee so we can continue to offer and expand our program. This program has been a part of the community for 30 plus years and would like to continue the tradition of providing a recreational event for seniors in the community and surround area.

Thank you

Rodney Carpet Bowlers and Shuffle Boarders



# MUNICIPALITY OF **West Elgin**

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

### **By-Law No. 2022-08**

#### **Being a By-Law to adopt the Policy CO-2.1 - Use of Municipal Resources During an Election**

**Whereas** section 5(3) of the *Municipal Act 2001*, S.O. 2001, c25, as amended, provides that a municipal power shall be exercised by by-law; and

**Whereas** section 88.18 of the *Municipal Elections Act 1996*, as amended, provides that a municipality or local board cannot make a contribution to a municipal election candidate or a registered third party; and

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

1. That the Policy CO-2.1 – Use of Municipal Resources During an Election, identified as Schedule “A” attached hereto is authorized and approved.
2. That this by-law shall come into force and effect upon the final reading thereof.

Read a first, second, and third time and finally passed this 24<sup>th</sup> day of February, 2022.

---

Duncan McPhail  
Mayor

---

Jana Nethercott  
Clerk

## **Municipality of West Elgin**

### **Schedule “A” to By-Law #2022-08**

#### **Policy CO 2.1**

#### **Use of Corporate Resources During an Election Policy**

**Effective Date: March 1, 2022**

**Review Date:**

### **Policy Statement**

The Corporation of the Municipality of West Elgin and its local boards and committees are committed to ensuring accountable and transparent election practices, relating to the use of corporate resources.

### **Scope**

This policy applies to members of Council and its local boards and committees, Township and local board employees, registered election candidates (including acclaimed candidates), registered third parties, and members of the public.

### **Purpose**

The purpose of this Policy is to clarify that all municipal election Candidates, Members of Council, and Municipal Staff are required to follow the provisions of the Act with regard to the use of corporate resources for election purposes. Where municipal or related terms are used, it shall also be read to include its local boards, as applicable.

This Policy also ensures that the Municipality’s operations, events, and facilities are used for non-partisan purposes and are not used for election campaign related purposes/activities.

### **1.0 Definitions**

**“Acclaimed”** means a Candidate elected by acclamation pursuant to section 37 of the Act. **“Act”** means the Municipal Elections Act, 1996, S.O. 1996, c. 32, as amended.

**“Campaigning”** means a municipal election-related activity for the purpose of supporting or opposing the election of a Candidate or a question on the ballot, and includes, without limiting the generality of the foregoing, the distribution of materials, advertising, display of signage, etc.

**“Candidate”** means a person who has filed a nomination for an office pursuant to section 33 of the Act and includes a person who has filed a nomination for election to a school board pursuant to the Education Act, R.S.O. 1990, c. E.2, as amended.

**“Clerk”** means the Clerk of the Municipality or his/her designate.

**“Council”** means the Council of the Municipality of West Elgin.

**“Member”** means a member of the Council of the Municipality of West Elgin and includes the Mayor of the Municipality.

**“Municipality”** means the Municipality of West Elgin

**“Municipal resources”** means real property, goods and/or services owned, controlled, leased, acquired, or operated by the Municipality including but not limited to: facilities, parks, materials, equipment, monetary funds, technology, Municipal IT systems and resources, databases, social media, intellectual property, and supplies.

**“Nomination Day”** means the deadline to file a nomination pursuant to section 31 of the Act. “Act” means the *Municipal Elections Act, 1996*, S.O. 1996, c. 32, as amended, the third Friday in August in the year of the Election.

**“Policy”** means this Use of Corporate Resources for Election Campaign Purposes – Policy CO 2.1.

**“Staff”** means all full-time and part-time persons hired by the Municipality, including but not limited to the Chief Administrative Officer, Managers, Supervisors, salaried employees, hourly employees, administrative staff, and contract, temporary, student, secondment, and co- operative placement staff.

**“Voting Day”** means, in the case of a regular election, the fourth Monday in October in the year of the election -or- in the case of a by-election, the 45th day after Nomination Day, as noted in section 5 and subsection 65(4) of the Act.

## **2.0 Policy**

### **2.1. General Provisions:**

2.1.1. In accordance with the provisions of the *Municipal Elections Act, 1996*, as amended:

- a) Corporate resources and funding may not be used for any election-related purposes;
- b) Staff may not canvass or actively work in support of a municipal candidate or third party during normal working hours unless they are on a leave of absence without pay, lieu time, float day or vacation leave;

- c) Municipal facilities/property may not be used for any election related purposes, which includes displaying of any campaign related signs or materials on such premises.

## **2.2 Specific Regulations:**

2.1.1. The following, if supplied by the Municipality, shall be discontinued for all members of Council throughout the period from January 1st of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period 60 days prior to and inclusive of Voting Day, for any members running as candidates in the by-election:

- a) The posting of information relating the activities of Council or any member of Council on the municipality's website, excluding the minutes of Council and committee meetings and Council Highlights after a Council Meeting;
- b) Only the photos and contact phone and/or email posted for each member of Council at the commencement of each term shall remain on the corporate website.

2.2.2 To avoid any confusion with any website or social media accounts used for Council work, members of Council who choose to create or use their own website or social media accounts shall, throughout the period of January 1 of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period of 60 days prior to and inclusive of Voting Day, for any members running as candidates in the by-election:

- a) Include a clear statement, easily found and readable, on each website or social media account's home page indicating that the account is being used either solely for Council work, for both Council work and election campaign purposes or solely for election campaign purposes;
- b) Include the statement in clause a) for as long as the website or account is accessible by the public.

2.2.3. Members of Council shall not:

- a) Print or distribute any material paid for by municipal funds that illustrates that a member of Council or any other individual is registered in any election or where they will be running for office;
- b) Print or distribute any material using municipal funds that makes reference to, or contains the names, photographs or identifies registered candidates for municipal elections;

- c) Use the corporate website, domain names, other corporate systems including Municipal email addresses, the Municipal Logo for campaigning/advertising or as a substitute to distributing newsletters or flyers throughout the period of January 1 of the municipal election year until Voting Day, inclusive or in the case of a municipal by-election, for the period of 60 days prior to and inclusive of Voting Day;
- d) Use the Municipal computer network (including Municipal email system) for election-related correspondence;
- e) Use municipal property or staff in any campaign photos or images. Photos/images of external Municipal facilities are permitted, internal images/photos are not permitted;
- f) Use of corporate facility/property for any election-related purpose unless a market value rental fee has been established corporately and the rental of such is available to all candidates and third parties. Notwithstanding the foregoing, no facility/property shall be rented or used for any municipal election related purpose by members of Council, candidates, third parties or the public during the day that voting is taking place on the property, including set up, hosting or take-down activities.

### **3.0 Staff Involvement**

- 3.1 Staff, are discourage from assisting with or any involvement in municipal election campaigns, including posting election signs on their property, phone and email solicitations, signing nomination papers, distribution of brochures and wearing candidate buttons; due to a perceived conflict of interest.
- 3.2 Staff, including full time, part time and contract employees shall:
  - a) Behave in a manner that is impartial, fair and unbiased toward all registered candidates and third parties;
  - b) Consult with their direct Supervisor prior to agreeing to perform any task requested by a member of Council, registered candidate, or third party that exceeds their normal duties or could be construed as contributing to an election campaign;
  - c) Take care to separate personal activities from their official positions and shall not actively canvass or actively work in support of a municipal candidate or third party during normal working hours unless on leave of absence without pay, lieu time, or vacation leave;

- 3.3 Staff may be involved in provincial or federal campaigns as long as this involvement does not affect the objectivity with which they must discharge their duties as a representative of the Municipality.

## **4.0 Policy Management**

In accordance with the *Municipal Elections Act*, 1996 the Clerk and authorized designate(s) are responsible for the administration of these rules and procedures.

## **5.0 Limitation**

Nothing in this Policy shall preclude any member of Council from performing their job as a Councillor, nor inhibit them from representing the interests of the residents of West Elgin.

1. messages;

- a) Use the township's computer network (including the Township email system) for election-related correspondence;
- b) Use any photographs produced for and owned by the Township of Southgate or any photos taken utilizing town equipment or sent through township email accounts for any election-related purposes;
- c) Use municipal property or staff in any campaign photos or images unless all candidates are afforded the same opportunity. Photos/images of external Township facilities are permitted. Photos/images of internal Town facilities are not permitted;
- d) Use any corporate facility/property for any election-related purpose unless a market value rental fee has been established corporately and the rental of such is available to all candidates and third parties. Notwithstanding the foregoing, no facility/property shall be rented or used for any municipal election-related purpose by members of Council, candidates, third parties, or the public during any day that voting is taking place on the property, including set-up, hosting, or take-down activities;
- e) Benefit from the use of any corporate pricing established under the townships purchasing policy;
- f) Use any Council or Councillor budgets for election-related purposes or to advertise, promote or support any candidate, third party or any position related to any questions which may be authorized to be placed on the ballot.

2.2.3 Clauses d) g) h) i) above shall also apply to registered candidates, third parties and the public.

### **3.0 Staff Involvement**

**3.1** Staff, are discouraged from assisting with or any involvement in municipal election campaigns, including posting election signs on their property, phone and e-mail solicitations, signing nomination papers, distribution of brochures and wearing candidate buttons; due to a perceived conflict of interest.

**3.2** Staff, including full time, part time and contract employees shall:

- a) Behave in a manner that is impartial, fair and unbiased toward all registered candidates and third parties;
- b) Consult with their direct Supervisor prior to agreeing to perform any task requested by a member of Council, registered candidate, or third party that exceeds their normal duties or could be construed as contributing to an election campaign;
- c) Not rent any corporate facility/property for any municipal election-related purpose to members of Council, candidates, third parties, or the public during any day that voting is taking

place anywhere on the property, including set-up, hosting, or take-down activities;

- d) Take care to separate personal activities from their official positions and shall not canvass or actively work in support of a municipal candidate or third party during normal working hours unless on a leave of absence without pay, lieu time, float day or vacation leave;
- e) Request and obtain a leave of absence without pay should they wish to run for federal, provincial or municipal office and abide by the respective legislation governing such elections.

**3.3** Staff may be involved in provincial and federal campaigns as long as this involvement does not affect the objectivity with which they must discharge their duties as a representative of the Township.

## **4.0 POLICY MANAGEMENT**

**4.1** Staff are authorized and directed to take the necessary action to give effect to this policy.

**4.2** The Integrity Commissioner may at any time be consulted by members of Council with regard to complying with any part of this policy and will be responsible for enforcement of this policy through Council's Code of Conduct (Policy No. 9).

**4.3** Nothing in this policy shall preclude a member of Council from performing their duties as a Councillor, nor inhibit them from representing their constituents.

**4.4** The Clerk is delegated the authority to make administrative changes to this policy that may be required from time to time due to legislative changes or if, in the opinion of the Clerk, the amendments do not change the intent of the policy during an election period.

## **5.0 LIMITATION**

Nothing in this Policy shall preclude a member of Council from performing their job as a Councillor, nor inhibit them from representing the interests of the constituents who elected them.



# MUNICIPALITY OF **West Elgin**

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

### **By-Law No. 2022-09**

**Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 21934 Johnston Line.**

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

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

1. That Schedule "A" Map No. 7 to By-law No. 2015-36, is hereby amended by changing the subject property from **General Agricultural (A1) Zone** to **Agricultural (A2) Zone and Restricted Agricultural Site-Specific Provision 6 (A3-6)** for those lands outlined in heavy solid lines and described as A2 and A3-6, on Schedule "A" attached hereto and forming part of this By-law, being West Part Lot 9, Concession 2; Municipality of West Elgin.
2. That By-law No. 2015-36, as amended, is hereby further amended by adding the following subsection to Section 7.3 Site-Specific Zones:

- "7.3.6            a)     **Defined Area** (Pioneer Hay Sales Limited)
- A3-6 as shown on Schedule "A", Map No. 7.
- b)     **Minimum Lot Frontage**            19.6 metres"

3. This By-law comes into force upon the day it is passed in the event an appeal has not been filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended. In the event an appeal is filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended, the By-law shall be deemed not to have come into force until the appeal has been finally disposed of, whereupon the By-law, except for such parts as are repealed or amended as so directed by the Ontario Land Tribunal (OLT) (formerly the Local Planning Appeal Tribunal (LPAT)), shall be deemed to have come into force on the day it was passed.

Read a first, second, and third time and finally passed this 24<sup>th</sup> day of February, 2022.

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Duncan McPhail  
Mayor

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Jana Nethercott  
Clerk

**Lands to be  
Rezoned A2**

**Lands  
to be  
Rezoned  
A3-6**

**JOHNSTON LINE**


This is Schedule "A" to By-law No. 2022-09 passed on  
the 24th day of February, 2022

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

MUNICIPALITY OF WEST ELGIN  
Comprehensive Zoning By-Law 2015-36  
SCHEDULE 'A' MAP 7



0                      80                      160  
  
Meters





# MUNICIPALITY OF **West Elgin**

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

### **By-Law No. 2022-10**

**Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on February 24, 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 February 24, 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 24<sup>th</sup> day of February, 2022.

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Duncan McPhail  
Mayor

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Jana Nethercott  
Clerk