



Municipality of West Elgin

Minutes

Council Meeting

March 10, 2022, 9:00 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 B. Rowe

Regrets: Councillor A. Cammaert

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

Also Present: Sam Smith, OCWA
Robin Trepanier, OCWA

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

1. Call to Order

Mayor Duncan McPhail called the meeting to order at 9:02 a.m.

2. Adoption of Agenda

Resolution No. 2022- 68

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby adopts the Agenda as presented.

Carried

3. Closed Session

Resolution No. 2022- 69

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 9:02 a.m. under Section 239 (b) of the *Municipal Act, R.S.O. 2001* consideration will be given to matters pertaining to an identifiable individual, including a municipal or local board employee.

Carried

4. Report from Closed Session

Mayor McPhail reported out of Closed Session at 9:32 a.m.

Resolution No. 2022- 70

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council provided direction to the CAO/Treasurer on matters pertaining to an identifiable individual, including a municipal or local board employee.

Carried

6. Adoption of Minutes

Resolution No. 2022- 71

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That the Minutes of the Council meeting on February 24, 2022 be adopted as circulated and printed.

Carried

7. Business Arising from Minutes

8. Staff Reports

8.1 Water

Sam Smith introduced Robin Trepanier, Business Development Manager for OCWA.

8.1.1 S. Smith, OCWA - Annual Reports for West Elgin Drinking Water Distribution System

Resolution No. 2022- 72

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: 2021 Schedule 22 Summary Report for the West Elgin Distribution System; and

That West Elgin Council hereby receives the 2021 Annual Report for the West Elgin Distribution System as required under Section 11 of O'Reg 170/03

Carried

8.1.2 S. Smith, OCWA - West Elgin Distribution System Fourth Quarter Report

Resolution No. 2022- 73

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: Fourth Quarter Operations Report for the West Elgin Distribution System for information purposes.

Carried

8.2 Wastewater

8.2.1 S. Smith, OCWA - West Lorne Wastewater Treatment Plant - Fourth Quarter Operations Report

Resolution No. 2022- 74
Moved: Councillor Tellier
Seconded: Councillor Rowe

That West Elgin Council receives the report from Sam Smith,
OCWA re: West Lorne Wastewater Treatment Plant Fourth Quarter
Operations Report, for information purposes.

Carried

**8.2.2 S. Smith, OCWA - Rodney Wastewater Treatment Plant -
Fourth Quarter Operations Report**

Resolution No. 2022- 75
Moved: Deputy Mayor Leatham
Seconded: Councillor Rowe

That West Elgin Council receives the report from Sam Smith,
OCWA re: Rodney Wastewater Treatment Plant Fourth Quarter
Operations Report, for information purposes.

Carried

8.3 Building

**8.3.1 J. Morgan-Beunen, CBO - Building Activity Report February
2022**

Resolution No. 2022- 76
Moved: Councillor Tellier
Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Jackie
Morgan-Beunen, CBO re: Building Permit Report for February 2022
for information purposes.

Carried

8.4 Fire

**8.4.1 J. McArthur, Fire Chief - Monthly Report – January & February
2022**

Resolution No. 2022- 77
Moved: Councillor Rowe
Seconded: Councillor Tellier

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

Carried

8.4.2 J. McArthur, Fire Chief - Breathing Air Compressor

Resolution No. 2022- 78
Moved: Councillor Rowe
Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief re: Breathing Air Compressor; and

That West Elgin Council hereby approves the ordering of a Breathing Air Compressor from Levitt-Safety for \$67,671.65 plus applicable taxes; and

That West Elgin Council direct the Fire Chief to explore donation opportunities for the current operational Breathing Air Compressor.

Carried

8.5 Operations & Community Services

8.5.1 L. Gosnell, Manager of Operations & Community Services - Monthly Operations Update – February 2022

Resolution No. 2022- 79
Moved: Deputy Mayor Leatham
Seconded: Councillor Rowe

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

Carried

8.6 Clerk's

8.6.1 J. Nethercott, Clerk - Lane Duck Council Considerations

Resolution No. 2022- 80

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Lane Duck Council Considerations for information purposes; and

That West Elgin Council directs the Clerk to prepare the necessary By-Law prior to Nomination Day (August 19, 2022) to delegating authority to the Chief Administrative Officer from August 19, 2022 to November 16, 2022 to:

- a. Be the financial signing authority for expenditures, outside the current budget, exceeding \$50,000 and/or for the disposition of any real or personal property of the municipality which has value exceeding \$50,000 at the time of disposal;
- b. Be the authority to hire or remove any officer from/to employment with the Municipality of West Elgin. That the authority to hire as delegated be restricted to not exceed the overall previously allotted compliment number of staff positions excluding those that are 100% provincially funded.
- c. To have discretion to bind the Corporation for projects/ new funding opportunities with the Provincial and/or Federal governments(s) in instances where the contribution of other levels of government totals 66% or greater with a cap of \$100,000 for the municipal contribution;
- d. That the CAO/Treasurer shall submit to Council an informational report, containing the details relevant to the exercise of all delegated authority by that position under the By-Law.

Carried

8.7 Finance/Administration

8.7.1 M. Badura, CAO/Treasurer and J. Nethercott, Clerk - Administration Monthly Update – February 2022

Resolution No. 2022- 81
Moved: Councillor Tellier
Seconded: Councillor Rowe

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

Carried

9. Committee and Board Report

9.1 Councillor Reports from Committees

Mayor McPhail reported that he attended the Annual General Meeting for the Rodney Aldborough Agricultural Society and they are planning for a fair this year.

Mayor McPhail also reported that he attended the West Lorne Horticultural Society meeting and brought up the idea that if the Municipality supplied the horticultural societies sunflower seeds, would they hand them out.

This idea was well received. Council agrees to this imitative and the Mayor is too look into getting the seeds.

10. Accounts

Resolution No. 2022- 82
Moved: Councillor Rowe
Seconded: Councillor Tellier

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #3 amounting to \$442,654.56 in settlement of General, Road, Water and Arena Accounts including EFT#4884-4954, online Payments# 876-886, cheque # 25889-25898 and Payroll PP04

Carried

11. Correspondence

11.1 Elgin County Council Highlights - February 22, 2022

11.2 County of Elgin - Notice of Decision- 9440 Graham Road

11.3 County of Elgin - Notice of Decision - 20183 Marsh Line

- 11.4 Elgin Group Police Services Board - Notice of new Secretary Administrator**
- 11.5 Lower Thames Valley Conservation Authority - AGM Media Release**
- 11.6 Ontario Farmland Trust - Farmland Forum**
- 11.7 Multi Municipal Wind Turbine Group- Letter - Re Ontario's Energy Plan**

Council requests this information be passed along to the Official Plan Consultants.
- 11.8 Ministry of Northern Development, Mines, Natural Resources and Forestry - Seeking input on floating accommodations**
- 11.9 South Bruce Peninsula - Municipal Accommodation Tax on Campgrounds**
- 11.10 MPP Jeff Yurek - Letter to Mayor and Council re: Municipal Modernization Program**
- 11.11 M. Emery - Request for Support**

Council has requested more information on this request and once that is available it be returned.

12. Council Inquires/Announcements

12.1 Notice of Motion

None.

12.2 Statements/Inquires by Councillors

Councillor Tellier inquired if there are some grant funds available to assist businesses in replacing their Canadian Flags as many are tattered. Staff reported that no we do not have funds for this.

12.3 Matters of Urgency

CAO/Treasurer Magda Badura reported that there was an urgent County CAO's meeting this morning and that with the Province announcing the loosening of restrictions and the end of the Emergency Orders, there will be some decisions that are needed to be made with regards to vaccination policy and other COVID-19 regulations.

Resolution No. 2022- 83
Moved: Councillor Rowe
Seconded: Deputy Mayor Leatham

Council hereby directs the CAO/Treasurer to follow Elgin County directions on COVID-19 Regulations including masking requirements, vaccination policy and screening of employees.

Carried

13. By-Laws

13.1 By-Law 2022-11 - Execute Gas Tax Agreement

Resolution No. 2022- 84
Moved: Deputy Mayor Leatham
Seconded: Councillor Rowe

That By-Law 2022-11 being a By-law to Authorize the Execution of an Agreement between Her Majesty the Queen in Right of Ontario and The Corporation of the Municipality of West Elgin for the Dedicated Gas Tax Funds for Public Transportation Program, be read a first, second and third and final time.

Carried

14. Confirming By-Law

Resolution No. 2022- 85
Moved: Councillor Tellier
Seconded: Deputy Mayor Leatham

That By-law 2022-12 being a By-law to confirm the proceeding of the Regular Meeting of Council held on March 10, 2022, be read a first, second and third and final time.

Carried

15. Adjournment

Resolution No. 2022- 86

Moved: Councillor Tellier

Seconded: Councillor Rowe

That the Council of the Municipality of West Elgin hereby adjourn at 11:01 a.m. to meet again at 9:30 a.m. on March 24, 2022 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk