



Municipality of West Elgin

Minutes

Council Meeting

June 23, 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
Heather James, Planner

Also Present:
S'rana Scholes, BlueMetric

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 9:00 a.m.

2. Adoption of Agenda

Resolution No. 2022- 249

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council hereby adopts the Agenda as presented.

Carried

3. Closed Session

Resolution No. 2022- 250

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 9:00 a.m. under Section 239 2(b) consideration will be given to items that pertain to personal matters about identifiable individual(s) including municipal or local board employee(s)

Carried

4. Report from Closed Session

Mayor McPhail reported out of Closed Session at 9:38 a.m.

Resolution No. 2022- 251

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

That West Elgin Council gave consideration to matters pertaining to personal matters about an identifiable individual(s) including municipal or local board employee(s).

Carried

5. Disclosure of Pecuniary Interest

No disclosures

6. Delegations

6.1 BlueMetric - Landfill Annual Report

S'rana Schoels from BlueMetric presented the annual landfill report.

7. Adoption of Minutes

Resolution No. 2022- 252

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That the Minutes of the Council meeting on June 9, 2022 be adopted as circulated and printed.

Carried

8. Business Arising from Minutes

None.

9. Staff Reports

9.1 Planning

**9.1.1 H. James, Planner - Severance Application E51-22 –
Comments to Elgin County**

Resolution No. 2022- 253

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Heather James, Planner regarding the consent application File E51-22 – Comments to County of Elgin (Planning Report 2022-24);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for the severance application, File E51-22, subject to the Lower-Tier Municipal conditions in Appendix Two of this report;

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

Carried

9.1.2 H. James, Planner - Service Agreement/Memorandum of Understanding for Land Use Planning Service Delivery – Lower Thames Valley Conservation Authority

Resolution No. 2022- 254

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Heather James regarding Service Agreement/Memorandum of Understanding for Land Use Planning – Lower Thames Conservation Authority (LTVCA);

That West Elgin Council hereby approves the Service Agreement/Memorandum of Understanding for Land Use Planning – Lower Thames Conservation Authority, in accordance with the attached agreement;

That the CAO/Treasurer be authorized to sign the agreement;

That the Fees and Charges By-law be amended as related to planning fees, as set out in the attached agreement;

AND that Staff be directed to implement the agreement by adding the additional LTVCA fee to planning applications as of July 1, 2022.

Carried

9.1.3 H. James, Planner - May 2022 Monthly Activity Report

Mayor McPhail expressed on behalf of Council their thanks to Heather James on her departure for the Town of Aylmer and wished her all the best in her new position. Ms. James thanked Council and staff for their support and is excited to see the growth happening in West Elgin.

Resolution No. 2022- 255

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Heather James, Planner regarding May 2022 monthly planning activity report for information purposes.

Carried

9.2 Operations & Community Services

**9.2.1 L. Gosnell, Manager of Operations & Community Services -
West Lorne Sanitary Sewer Study**

Council recessed at 10:23 a.m. and reconvened at 10:38 a.m.

Resolution No. 2022- 256

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services re: West Lorne Sanitary Sewer Study; And

That West Elgin Council approve payment from 'Ontario Invests' monies in the amount of \$21,493.20 plus applicable tax to Spriet Associates of London, Ontario for the West Lorne Sanitary Sewer Study.

Carried

**9.2.2 L. Gosnell, Manager of Operations & Community Services -
Large Item Collection**

Resolution No. 2022- 257

Moved: Councillor Rowe

Seconded: Councillor Tellier

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

That West Elgin Council supports staff's decision to eliminate large item collection beginning in 2023 and replace it with a 'Free' large item week at the municipal landfill in both the spring and fall.

Carried

9.3 Clerk's

9.3.1 J. Nethercott, Clerk - Amendments to the Procedural By-law

Resolution No. 2022- 258

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Jana Nethercott re: Amendments to the Procedural By-law; and

That West Elgin Council provide the following feedback on the proposed draft amendments to the Procedural By-law; and

That West Elgin Council direct staff to return with a final version of the amended Procedural By-law at the next Council Meeting.

Carried

9.3.2 J. Nethercott, Clerk - Integrity Commissioner/Closed Meeting Investigator/Ombudsman

Resolution No. 2022- 259

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Integrity Commissioner/Closed Meeting Investigator/Ombudsman for information purposes; and

That West Elgin partner with the County of Elgin and interested Local Municipal Partners in the Joint RFP to secure a new service provider to fulfill the transparency and accountability roles of Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman.

Carried

9.4 Finance/Administration

9.4.1 M. Badura, CAO/Treasurer - Rodney Wastewater Treatment Plant Refurbishment Project

Resolution No. 2022- 260

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Rodney Wastewater Treatment Plant Refurbishment Project;

And that, West Elgin council directs staff to transfer \$800,000 previously budgeted to lagoon dredging towards mechanical upgrades as part of the Rodney Wastewater Treatment Plant Refurbishment Project;

And That cost of lagoon dredging at the Rodney Wastewater Treatment Plant be covered by 2022 OCIF funding.

Carried

9.4.2 M. Badura, CAO/Treasurer - HR-1.6 Mileage Policy

Resolution No. 2022- 261

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re; HR-1.6 Mileage policy;

AND THAT West Elgin Council hereby approves the amended HR-1.6 Mileage Policy;

AND THAT West Elgin Council approve the 2022 CRA recommended mileage rate of \$0.61 per kilometer effective July 1, 2022.

Carried

10. Committee and Board Report

10.1 Councillor Reports from Committees

Councillor Rowe reported that the Port Glasgow Dance Hall 100th Anniversary celebration is scheduled to go forward on August 28 between 2 and 4 pm. Councillor Rowe inquired if a Council Grant could be given to the Committee in the amount of \$500 to cover the cost of the Ron Pearce Band and some refreshments.

Resolution No. 2022- 262

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby approve a Council Grant in the amount of \$500 towards the Port Glasgow Dance Hall 100th Anniversary Celebration

Carried

10.2 Rodney Agricultural Society Minutes - May 26, 2022

Councillor Tellier reported that at the June 14th meeting the offer of the fireworks was made and the Agricultural Society was very appreciative.

10.3 West Elgin Community Centre Board of Management - Minutes April 13, 2022

10.4 West Elgin Recreation Committee

10.4.1 Minutes of May 18, 2022

10.4.2 Request for Council Grant for Youth Lawn Bowling Night

Resolution No. 2022- 263

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That West Elgin Council approve a Council Grant of \$75.00 to provide a donation to the West Lorne Lawn Bowling Club for the Youth Lawn Bowling Nights.

Carried

11. Accounts

Resolution No. 2022- 264

Moved: Councillor Rowe

Seconded: Councillor Tellier

THAT the Mayor and Treasurer are hereby authorized to sign Payment Voucher #6A amounting to \$ 234,958.17 in settlement of General, Road, Water and Arena Accounts including EFT #5289-5342, Online Payments# 936-942, Cheques # 25946-25951, and Payroll PP12.

Carried

12. Correspondence

12.1 Elgin County Council Highlights - June 14, 2022

12.2 Professional Engineers Association - Retention of Professional Engineers at Municipalities

12.3 East Gwillimbury - Letter to Hon. D. Ford re Bill 109

12.4 St. Elijah Orthodox Church - Notice of Picnic

12.5 Request for Noise Exemption for fireworks - 116 Angelo Dr West Lorne

Resolution No. 2022- 265

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby approves an exemption to the West Elgin Noise By-law 2004-77 on July 2, 2022 and August 20, 2022 with the following conditions:

- Fireworks must cease by 10 pm
- all neighbours must be notified

That West Elgin Council grant an exception to the requirement of placing a notice of application to request an exemption as per section 8(b) of the Noise By-law.

Carried

13. Up Coming Meetings

- Four Counties Transit - July 6 at 8 am
- Council - July 21 at 9:30 am
- Tri-County Water Board - July 26 at 7 pm
- Heritage Homes Meeting June 27 at 1 pm

14. Council Inquires/Announcements

14.1 Notice of Motion

None.

14.2 Statements/Inquires by Councillors

None.

14.3 Matters of Urgency

None.

15. By-Laws

15.1 By-Law 2022-40 - Tax Ratio

Resolution No. 2022- 266

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That By-law 2022-40 being a By-Law to set the Transition Ratios and to Levy Taxes for the Year 2022, be read a first, second and third and final time.

Carried

15.2 By-Law 2022-41 - Memorandum of Understanding with LTVCA

Resolution No. 2022- 267

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That By-law 2022-41 being Aa By-law to Authorize the Execution of Memorandum of Understanding between the Lower Thames Valley Conservation Authority and The Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

Carried

15.3 By-Law 2022-42 Amend Fees and Charges

Resolution No. 2022- 268

Moved: Councillor Tellier

Seconded: Councillor Rowe

That By-law 2022-42 being a By-Law to Amend By-Law 2021-69 to Provide for Various Fees and Charges for the Municipality of West Elgin for 2022, be read a first, second and third and final time.

Carried

16. Confirming By-Law

Resolution No. 2022- 269

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That By-law 2022-43 being a By-law to confirm the proceeding of the Regular Meeting of Council held on June 23, 2022, be read a first, second and third and final time.

Carried

17. Adjournment

Resolution No. 2022- 270

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That the Council of the Municipality of West Elgin hereby adjourn at 11:38 a.m. to meet again at 9:30 a.m. on July 21, 2022 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk