



Municipality of West Elgin

Minutes

Council Meeting

August 11, 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
R. Brown, Planner
B. Jessome, Records & Administrative Assistant

Also Present:
Carolyn Krahn, Manager of Economic Development and Tourism, County of Elgin
Delany Leitch, Business Enterprise Facilitator, County of Elgin

This meeting was held in a hybrid format.

1. Call to Order

Mayor Duncan McPhail called the meeting to order at 9:32 a.m.

2. Adoption of Agenda

Resolution No. 2022- 301
Moved: Deputy Mayor Leatham
Seconded: Councillor Rowe

That West Elgin Council hereby adopts the Agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Delegations

4.1 C. Krahn - Elgin County Economic Development and Tourism

Carolyn Krahn presented information on revamped Elgin County Economic Development & Tourism Strategy along with the unveiling of a short Video to promote West Elgin.

5. Adoption of Minutes

Resolution No. 2022- 302
Moved: Councillor Tellier
Seconded: Councillor Cammaert

That the Minutes of the Council meeting on July 21, 2022 be adopted as circulated and printed.

Carried

6. Business Arising from Minutes

None.

7. Consent Agenda

Resolution No. 2022- 303
Moved: Councillor Tellier
Seconded: Deputy Mayor Leatham

That West Elgin Council receives the Consent Items 7.1, 7.2 and 7.3

Carried

7.1 Monthly Staff Reports

7.1.1 Building Activity Report July 2022

7.1.2 Monthly Operations Update – July 2022

7.1.3 Summary of Ontario Invest Grant Spending.

7.2 Communications from Other Municipalities

7.2.1 Elgin County Council Highlights - July 12, 2022

7.3 Communications

7.3.1 Southwestern Public Health Annual Report

7.3.2 Changes to Investing in Canada Infrastructure Program

7.3.3 Invitation to Port Glasgow Dance Pavilion Anniversary

8. Staff Reports

8.1 Operations & Community Services

8.1.1 Recycling Collection & Depot Operation During Transition Period 2023-2026

Resolution No. 2022- 304

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services and Jana Nethercott, Clerk re: Recycling Collection and Depot Operation during transition period of July 1, 2023 to January 1, 2026 for information purposes; and

That West Elgin Council delegate authority to Staff to negotiate and enter into a master service agreement with Circular Materials to provide residential and facility collection of blue box materials and depot collection master service agreement.

Carried

8.2 Planning

8.2.1 R. Brown, Planner - Consent Report – Gray Line (E60-22)

Resolution No. 2022- 305

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding the severance application, E60-22 – Comments to Elgin County (Planning Report 2022-031).

And that West Elgin hereby recommends approval to the Land Division Committee of the County of Elgin for the severance application, File E60-22, subject to the Lower-Tier Municipal conditions in Appendix One of this report;

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

Carried

8.2.2 R. Brown, Planner - Site Plan Control Agreement SPA D11 01-2022 (Planning Report 2022-32)

Resolution No. 2022- 306

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding the site plan agreement associated with site plan application D11 01-2022 (Planning Report 2022-32) for Falkins Properties Inc. to retrofit and expand the existing building located at 177 Victoria Street for an 18 unit apartment dwelling, legally described as Lots 7 to 10, Block G, Plan 154, in the Municipality of West Elgin for information purposes, and

That Council authorize the Mayor and Clerk to execute the agreement with the owner on behalf of the Municipality and register said agreement on title.

Carried

8.3 Clerk's

8.3.1 J. Nethercott, Clerk - Joint Elgin Compliance Audit Committee Appointments 2022

Resolution No. 2022- 307

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Joint Elgin Compliance Audit Committee Appointments, 2022 be received; and

That West Elgin Council endorses the appointment of Christene Scrimgeour, Andrew Wright, Daniel Ross and Dr. Zachary Spicer to sit on the Join Elgin Compliance Audit Committee for the period of 2022-26 and

That West Elgin Council consider giving three readings to the By-Law confirming these appointments.

Carried

8.3.2 J. Nethercott, Clerk - National Day for Truth and Reconciliation 2022

Resolution No. 2022- 308

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: National Day for Truth and Reconciliation 2022 for information; and

That West Elgin Council direct staff to work with the Municipality of Dutton Dunwich to hold a joint program for the National Day of Truth and Reconciliation on September 30, 2022.

Carried

8.3.3 J. Nethercott, Clerk - By-Law Enforcement Services

Resolution No. 2022- 309

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: By-Law Enforcement Services; and

That West Elgin Council hereby approves entering into an agreement with Tenet Services Incorporated to provide By-Law Enforcement Services for the Municipality of West Elgin; and

That West Elgin Council consider the By-law authorizing the agreement in the By-Law portion of the agenda.

Carried

8.4 Finance/Administration

8.4.1 M. Badura, CAO/Treasurer - IT Support Agreement

Resolution No. 2022- 310

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re: IT Support Agreement; and

That Council authorize the Mayor and Clerk be authorized to execute the Agreement for Shared Information Technology Support and consider the by-law as presented in the By-law portion of the Agenda; and

That Council delegate authority to the CAO/Treasurer to work with the Township of Malahide and the other Partner Municipalities in awarding a contract to the successful bidder of the Township of Malahide Information Support Services Request for Tender.

Carried

9. Committee and Board Report

9.1 Councillor Reports from Committees

Councillor Rowe reported that the Dutton Dunwich/West Elgin Community Fund has worked diligently to get the Founders Campaign off the ground. This campaign is coming to an end and so far has raised \$175,000 from generous residents.

Councillor Rowe also reported that the 101st Anniversary of the Port Glasgow Dance Hall Celebration is being held on Sunday August 28 between 2 and 4 pm.

9.2 Tri-County Water Board Minutes -April 26, 2022

10. Accounts

Resolution No. 2022- 311

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #8 amounting to \$627,339.62 in settlement of General, Road, Water and Arena Accounts including EFT# 5432-5501, Online Payments# 959-972, Cheque# 25963-25972, and Payroll PP14.

Carried

11. Consideration of Items Requiring Discussion

11.1 Request to Waive Fees

Resolution No. 2022- 312

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby approve the waiver of fees in the amount of \$711.90 for the West Elgin Community Health Centre Children's Fitness Program, as requested.

Carried

11.2 Request for Bench on Furnival Road

Staff be directed to issue a letter to County of Elgin indicating their support of a bench being placed on private property on Furnival Road and requesting the County indicate their support to the requestor.

12. Council Inquires/Announcements

12.1 Notice of Motion

None.

12.2 Statements/Inquires by Councillors

Councillor Tellier inquired when the launch of the Recycle Coach App would be? Clerk Jana Nethercott reported that staff are working on finalizing the information in the app and it will hopefully come out shortly.

13. By-Laws

13.1 By-Law 2022-51 - Elections Compliance Audit Committee Appointment

Resolution No. 2022- 313

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That By-law 2022-51 being a By-law to appoint members to the Elgin Election Joint Compliance Audit Committee for the 2022 Municipal Election, be read a first, second and third and final time.

Carried

13.2 By-Law 2022-52 - Site Plan Agreement - 177 Victoria St Rodney

Resolution No. 2022- 314

Moved: Councillor Tellier

Seconded: Councillor Rowe

That By-law 2022-52 being a By-law to Authorize the Execution of a Site Plan Agreement for the Property at 177 Victoria Street, Rodney, be read a first, second and third and final time.

Carried

13.3 By-Law 2022-53 - By-Law Enforcement Services Agreement

Resolution No. 2022- 315

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That By-law 2022-53 being a By-law to Authorize the Execution of an Agreement between Tenet Security Group Incorporated and The Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

Carried

13.4 By-Law 2022-54 - Shared IT Support Agreement

Resolution No. 2022- 316

Moved: Councillor Rowe

Seconded: Councillor Tellier

That By-law 2022-54 being, a By-law to Authorize the Execution of an Agreement between the Municipality of West Elgin, Municipality of Dutton Dunwich, the Township of Southwold and the Township of Malahide, be read a first, second and third and final time.

Carried

13.5 By-Law 2022-55 - Planning Services Agreement

Resolution No. 2022- 317

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That By-law 2022-55 being a By-law to Authorize the Execution of an Agreement between The Corporation of the Municipality of West Elgin and Oakview Land Use Planning for the provision of Planning Services, be read a first, second and third and final time.

Carried

13.6 By-Law 2022-56 - Appoint By-Law Enforcement Officers

Resolution No. 2022- 318

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That By-Law 2022-56 being a By-Law to Appoint Municipal By-Law Enforcement/ Property Standards Officers for the Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

Carried

14. Closed Session

Resolution No. 2022- 319

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 10:38 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

15. Report from Closed Session

Mayor McPhail reported out at 12:47 p.m.

Resolution No. 2022- 320

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That consideration was given to matters that pertain to personal matters about identifiable individual(s) including municipal or local board employee(s).

Carried

16. Confirming By-Law

Resolution No. 2022- 321

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That By-law 2022-57 being a By-law to confirm the proceeding of the Regular Meeting of Council held on August 11, 2022 be read a first, second and third and final time.

Carried

17. Adjournment

Resolution No. 2022- 322

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That the Council of the Municipality of West Elgin hereby adjourn at 12:48 p.m. to meet again at 9:30 a.m. on September 8, 2022 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk