



Municipality of West Elgin

Minutes

Council Meeting

September 22, 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

Regrets: Councillor B. Rowe

Staff Present: M. Badura, CAO/ Treasurer
J. Nethercott, Clerk
L. Gosnell, Manager of Operations & Community Services
Jeff McArthur, Fire Chief
Robert Brown, Planner
Tom Mohan, Drainage Superintendent

Also Present: Brandon Wiener, Spriet & Associates
Christene Scrimgeour, Auditor
Sam Smith, 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 9:31 a.m.

2. Adoption of Agenda

Resolution No. 2022- 323

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby adopts the Agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Meeting to Consider Engineers Report - McKenzie Drain

Resolution No. 2022- 324

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That Council proceed into a Meeting to Consider the Engineers Report for the McKenzie Drain - South Branch and St Thomas Moore Branch, under Section 42 of the *Drainage Act* at 9:32 a.m.

Carried

4.1 J.M. Spriet P. Eng - McKenzie Drain - South Branch & St Thomas Moore Branch Engineers Report

Brandon Widner presented the Engineers Report on behalf of Mr. Spriet.

4.2 Public Comments

Shaun Newman, Furnival Road enquired about changes in the maintenance schedule and what the difference was from his previous assessment. Mr. Widner stated he would look at the previous report and provide an answer to him after the meeting.

4.3 Council Comments

Mayor McPhail enquired if this would have any impact on the east side of Furnival Road drainage. It was confirmed that it would not.

4.4 Recommendation

Resolution No. 2022- 325

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That West Elgin Council receives the Engineers Report on the McKenzie Drain - South Branch & St Thomas Moore Branch Municipal Drain as prepared by Mr J.M Spriet, PEng.; and

That West Elgin Council authorizes staff to initiate the tender process, if required, for the reconstruction of the McKenzie Drain - South Branch & St Thomas Moore Branch Municipal Drain to be considered by Council following the Court of Revision; and

That West Elgin Council consider the provisional By-law as presented in the By-law portion of the agenda for a first and second reading

Carried

4.5 Close of Public Meeting

Resolution No. 2022- 326

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby closes the Meeting to Consider the Engineers Report held pursuant to Section 42 of the *Drainage Act* at 9:43 a.m. to reconvene in the Regular Meeting of Council.

Carried

5. Delegations

5.1 Audited 2021 Financial Statements

Resolution No. 2022- 327

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That West Elgin Council hereby approves the 2021 Audited Financial Statements as presented by Christene Scrimgeour, Auditor.

Carried

6. Adoption of Minutes

Resolution No. 2022- 328

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That the Minutes of the Council meeting on August 11, 2022 be adopted as circulated and printed.

Carried

7. Business Arising from Minutes

None.

8. Consent Agenda

Resolution No. 2022- 329

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That West Elgin Council hereby receives and files the Consent Agenda as presented.

Carried

8.1 Monthly Staff Reports

8.1.1 Building

8.1.2 Fire

8.1.3 Operations and Community Services

8.1.4 Administration

8.2 Communications from Other Municipalities

8.2.1 Elgin County Council Highlights - August 9, 2022

8.2.2 Town of Aylmer - Cooling and Warming Centre Policy Resolution

8.2.3 Letter Regarding Strong Mayors and Better Housing Act

8.2.4 Elgin County Council Highlights - September 14

8.2.5 Town of South Bruce - Firefighter Certification Requirements

8.3 Procurement Items within Budget

8.3.1 Decorative Downtown Lighting

8.4 Other Items

8.4.1 Correspondence from R. Flack, MPP

8.4.2 Letter from Eagle Community Centre

8.4.3 Invitation to National Day for Truth and Reconciliation

9. Staff Reports

9.1 Water

9.1.1 S. Smith, OCWA - West Elgin Water Distribution System - Q2 Report

Resolution No. 2022- 330

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the Second Quarter Operations Report for the West Elgin Drinking Water Distribution System from Sam Smith of OCWA.

Carried

9.2 Wastewater

9.2.1 S. Smith OCWA - West Lorne WWTP Q2 Operations Report

Resolution No. 2022- 331

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the Second Quarter Operations Report for the West Lorne Wastewater Treatment Plant from Sam Smith of OCWA.

Carried

9.2.2 S. Smith, OCWA - Rodney WWTP Q2 Report

Resolution No. 2022- 332

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the Second Quarter Operations Report for the Rodney Wastewater Treatment Plant from Sam Smith of OCWA.

Carried

9.3 Planning

9.3.1 R. Brown, Planner - Severance Application E59-22 – 24397 Argyle Line

Resolution No. 2022- 333

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding the severance application, File E59-22 – Comments to Elgin County (Planning Report 2022-33);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E59-22, 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

9.3.2 R. Brown, Planner - Severance Report - 22576 Queens Line

Resolution No. 2022- 334

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding the consent application File E65-22 – Comments to Elgin (Planning Report 2022-035);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E65-22, 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

9.4 Fire

9.4.1 J. McArthur, Fire Chief - Elgin County Fire Communications System Study

Resolution No. 2022- 335

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief for information purposes.

Carried

9.5 Clerk's

9.5.1 J. Nethercott, Clerk - Council Grant for West Lorne Lawn Bowlers

Resolution No. 2022- 336

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Council Grant for West Lorne Lawn Bowling Club; and

That West Elgin Council hereby approves the reimbursement of invoices from the West Lorne Lawn Bowling Club in the amount of \$2,524.78 as a 2022 Council Grant.

Carried

9.5.2 J. Nethercott, Clerk - Draft Electronic Monitoring Policy

Resolution No. 2022- 337

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Electronic Monitoring Policy; and

That West Elgin Council adopts the Electronic Monitoring Policy as presented; and further

That West Elgin Council direct staff to circulate the policy as mandated by Bill 88.

Carried

9.6 Finance/Administration

9.6.1 M. Badura, CAO/Treasurer & J. Nethercott, Clerk - Proposed Redistribution of Federal Electoral Districts

Resolution No. 2022- 338
Moved: Deputy Mayor Leatham
Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer and Jana Nethercott, Clerk re: Proposed Redistribution of Federal Electoral Districts for information purposes; and

That West Elgin Council hereby direct staff to coordinate efforts with Elgin County, City of St Thomas and local municipal partners to represent the interest and concerns pertaining to the proposed redistribution of the federal electoral districts; and

That the Municipality of West Elgin make the attached petition available to our residents at the Municipal Office.

Carried

9.6.2 M. Badura, CAO/Treasurer - Library Lease Renewal

Resolution No. 2022- 339
Moved: Councillor Cammaert
Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re: Library Lease Renewal; and

That West Elgin Council hereby approves the Rodney Library Lease Agreement and the West Lorne Library Lease Agreement; and further

That West Elgin Council hereby approves the Mayor and CAO/Treasurer to sign the lease agreements approved above.

Carried

10. Committee and Board Report

10.1 Councillor Reports from Committees

None.

10.2 West Elgin Community Centre Board of Management Minutes - June 8, 2022

**10.3 West Elgin Community Centre Board of Management - Minutes
August 24, 2022**

11. Consideration of Items Requiring Discussion

None.

12. Council Inquires/Announcements

12.1 Notice of Motion

None.

12.2 Statements/Inquires by Councillors

Councillor Cammaert stated that there is an Economic Development meeting on Thursday October 13 from 5:30 pm to 7:30 pm at Cotrac Ford in Dutton, featuring information for small businesses from Dutton Dunwhich and West Elgin.

12.3 Matters of Urgency

Lee Gosnell, Manager of Operations & Community Services stated that he had spoken to the County of Elgin Engineering Department about Council's request for a no parking zone in front of the LCBO store on Furnival Road. The County requires a letter from West Elgin Council be sent to formally request this. Direction to provided to the Clerk to draft a letter and send it to the County Engineering Department.

13. Acknowledgement

13.1 Retirement of By-Law Enforcement Officer Bill Tedford

Mayor and Council thanked Mr. Tedford for his exemplary service these past 3.5 years. Mr. Tedford thank Council and the staff for all of their assistance and support. Mr. Tedford then introduced Jim Watson from Tenet Security Systems who is the new By-Law Enforcement Officer.

14. By-Laws

14.1 By-Law 2022-58 - Appoint CEMC

Resolution No. 2022- 340

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That By-Law 2022-58 Being a By-Law to Appoint Community Emergency Management Coordinators (CEMC) for the Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

Carried

14.2 By-Law 2022-59 - Provisionally Adopt McKenzie Drain Report

Resolution No. 2022- 341

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That By-Law 2022-59 being A By-Law to provide for the McKenzie Drain – South Branch & St Thomas More Branch in the Municipality of West Elgin, be read a first and second time and provisionally adopted.

Carried

14.3 By-Law 2022-60 - Adopt Electronic Monitoring Policy

Resolution No. 2022- 342

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That By-Law 2022-60, being a By-Law to adopt the Policy HR-4.9 – Electronic Monitoring Policy, be read a first, second and third and final time.

Carried

14.4 By-Law 2022-61 - Library Lease Agreements with Elgin County

Resolution No. 2022- 343

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That By-Law 2022-61 being a By-law to Authorize the Execution of a Lease Agreement between The Corporation of the County of Elgin and The Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

Carried

15. Confirming By-Law

Resolution No. 2022- 344

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That By-law 2022-62 being a By-law to confirm the proceeding of the Regular Meeting of Council held on September 22, 2022, be read a first, second and third and final time.

Carried

16. Adjournment

Resolution No. 2022- 345

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That the Council of the Municipality of West Elgin hereby adjourn at 11:15 a.m. to meet again at 9:30 a.m. on October 6, 2022 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk