



Municipality of West Elgin

Revised Agenda

Council Meeting

Date: **October 6 2022, 9:30 a.m.**
Location: **West Elgin Community Complex - Hybrid Meeting**
160 Main Street
West Lorne
Electronic Hybrid Meeting

This meeting will be broadcasted and the recording made available after the meeting on the municipal website. If you require an alternate format or accessible communication support or wish to receive the link to the meeting via email please contact the Clerk, at 519-785-0560 or by email at 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. Adoption of Minutes

6

Recommendation:

That the Minutes of the Council meeting on September 22, 2022 be adopted as circulated and printed.

5. Business Arising from Minutes

6. Consent Agenda

Recommendation:

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

| | | |
|-------------|---|----|
| 6.1. | Communications from Other Municipalities | |
| 6.1.1. | Elgin County Council Highlights - September 27 | 18 |
| 6.2. | Other Items | |
| 6.2.1. | Communication - Minister of Municipal Affairs and Housing | 21 |
| 6.2.2. | Elgin Business Resource Centre - Information on Sponsoring The Pitch | 22 |
| 6.2.3. | Correspondence - Office of the Chief Veterinarian of Ontario | 24 |
| 6.2.4. | Redistribution of Federal Electoral Districts | 26 |
| 7. | Staff Reports | |
| 7.1. | Planning | |
| 7.1.1. | R. Brown, Planner Severance Application E72-22 – 22202Douglas Line (Planning Report 2022-36) | 28 |
| | Recommendation: | |
| | That West Elgin Council hereby receives the report from Robert Brown, Planner regarding consent application File E72-22 – Comments to the County of Elgin (Planning Report 2022-36); | |
| | And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E72-22, 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. | |

7.1.2. R. Brown, Planner Severance Application E75-22 – 22100Downie Line (Planning Report 2022-37)

36

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding consent application , E75-22 – Comments to Elgin County (Planning Report 2022-37);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for the consent application, File E75-22, subject to the Lower-Tier Municipal conditions in Appendix Two of this report;

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

7.1.3. R. Brown, Planner Severance Application E76-22 – 22997Silver Clay Line (Planning Report 2022-38)

46

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding consent application File E76-22 – Comments to the County of Elgin (Planning Report 2022-38)

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application E76-22, 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.

**7.1.4. R. Brown, Planner - Severance Application E78-22
–21991Queens Line Planning Report 2022-39)**

53

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding the consent application File E78-22 – Comments to County of Elgin (Planning Report 2022-039);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E78-22, 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.

7.2. Clerk's

7.2.1. J. Nethercott, Clerk - Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman

64

Recommendation:

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

That West Elgin Council hereby _____.

8. Committee and Board Report

8.1. Councillor Reports from Committees

9. Consideration of Items Requiring Discussion

9.1. IESO Feedback

70

10. Waiver of Fee Requests

10.1. Rodney Horticultural Society

Recommendation:

That West Elgin Council hereby approves/denies the request of Rodney Horticultural Society to waive the rental fees of \$120.00 plus applicable taxes for the use of the Rodney Recreation Centre Main room on October 19th, 2022.

11. Council Inquires/Announcements

11.1. Notice of Motion

11.2. Statements/Inquires by Councillors

11.3. Matters of Urgency

12. Closed Session

Recommendation:

That West Elgin Council hereby proceeds into Closed Session at _____ a.m. under Section 239(2) (b & i) in order to give consideration to items pertaining to personal matters about identifiable individual(s) including municipal or local board employee(s) and commercial, financial or labour relations information, supplied in confidence to the municipality, which if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere with the contractual or other negotiations of a person, group of persons or organizations.

13. Report from Closed Session

14. Confirming By-Law

74

Recommendation:

That By-law 2022-63 being a By-law to confirm the proceeding of the Regular Meeting of Council held on October 6, 2022, be read a first, second and third and final time.

15. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 9:30 a.m. on October 20, 2022 or at the call of the Chair.



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/refuses 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

Elgin County Council Highlights



Council Approves Telecommunications Agreement with FU Fiber

County Council approved a telecommunications equipment consent and road user agreement with FU Fiber, a telecommunication service provider proposing to construct fiber-optic installations, in part located within County Road Allowances, to establish and/or improve telecommunication services within unserved or poorly serviced areas in Elgin County. The proposed agreement will apply to all future FU Fiber Inc. infrastructure installed within the County Road allowances for the duration of the term of the Agreement and any renewals. Please view the September 27, 2022, County Council agenda package for a copy of the agreement.

In this Issue

- Council Approves Telecommunications Agreement with FU Fiber
- Elgin County Library Programming Update
- Council Adopts Electronic Monitoring of Employees at Work Policy
- Council Approves Municipality of Dutton Dunwich Official Plan Amendment No. 5
- Council Requests Traffic and Speed Study in Vienna

Elgin County Library Programming Update

County Council received a presentation from Digital Services Librarian Séanin Steele highlighting programming at Elgin County Libraries in 2022. March Break marked the return of in-person programming and saw 1,394 children attend 32 programs across the ten (10) branches. In addition, virtual programming included the Elgin Quilt Show, Blue Spruce Forest of Reading Programs, Elgin Reads Digital Book Club and a Virtual Escape Room.

The presentation highlighted the County's recent partnership with M.I. Understanding – a communication tool designed to educate families and connect them with available resources to assist children with mental health issues. The TD Summer Reading Club returned to in-person programming with 1,088 children registered and 599 children registered as first-time participants. New programs such as the Fairytale Rescue Scavenger Hunt Challenge and the Library Loot Boxes for Teens were also launched this summer. Library branches also served as a collection site for the Best First Day Campaign school supply drive. Please see the presentation in this week's County Council agenda for more information on Library Programming.



Council Adopts Electronic Monitoring of Employees at Work Policy

County Council adopted a new Human Resources Policy 2.18 Electronic Monitoring to respond to the Provincial government's passing of Bill 88, amending the "Working for Workers Act, 2021" and "An Act to enact the Digital Platform Workers' Rights Act." This Bill requires employers with more than 25 employees to implement an Electronic Monitoring policy that includes a description of how employers may electronically monitor their employees, circumstances in which the employer may electronically monitor, and the purposes for which information obtained may be used by the employer. This policy can be found in the September 27, 2022, County Council agenda package.

Council Approves Municipality of Dutton Dunwich Official Plan Amendment No. 5

County Council approved Official Plan Amendment No. 5 to the Municipality of Dutton Dunwich Official Plan. In 2021, the Municipality of Dutton Dunwich initiated an amendment to their Official Plan that proposed swapping lands designated as 'settlement area' with lands designated 'agricultural' to facilitate new residential development within the Municipality.

In analyzing their existing residentially – designated land base, the Municipality had concluded that some of their existing inventory of residential lands in Wallacetown and Dutton could not be feasibly developed and are more appropriately designated 'agricultural' and removed from the Municipality's inventory. To replace this inventory, the Municipality subsequently identified an equal amount of land, currently designated 'agricultural,' that could be feasibly developed. Council approved the Official Plan Amendment No. 5 to the Official Plan of the Municipality of Dutton Dunwich as the adopted amendment is consistent with the Provincial Policy Statement, does not conflict with the County of Elgin Official Plan, constitutes good planning, and is in the public's interest.



Council Requests Traffic and Speed Study in Vienna

County Council directed staff to complete a traffic study and speed study on Fulton Street in Vienna in response to a resolution received from the Municipality of Bayham. The Municipality of Bayham had received a resident concern regarding safety issues in that area. As directed by County Council, staff will proceed with conducting a traffic study and speed study on Fulton Street and will report their findings at a future meeting of County Council.

For the complete September 27, 2022 County Council Agenda Package
please visit the Elgin County [website](#).

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2022-4150

September 26, 2022

Dear Head of Council:

Our government recognizes the importance of streamlining development approvals in land use planning in supporting the development of 1.5 million new homes by 2031. Our government will continue working with you to identify opportunities and innovative solutions that would help us effectively address the housing crisis.

I am writing you today about [public consultation](#) in the land use planning process. The *Planning Act* requires public meetings to be held prior to making certain planning decisions for the purpose of giving the public an opportunity to make representations in respect of the matter under consideration.

For example, your municipal council can consider how to meet the *Planning Act*'s requirements using a variety of methods such as physical meetings, electronic or virtual channels – separately or in combination - to engage and solicit feedback from the public on land use planning matters. This may include a mixture of technologies and approaches to meet local public needs (for example, physical meetings, webinars, video conferencing, moderated teleconference). There is no requirement in the *Planning Act* to have multiple types of meetings (e.g., both a physical meeting and a virtual meeting).

Thank you for the work that you do to engage and provide the public with an opportunity to make representations on planning matters in a manner that works best in your local community.

Sincerely,

A blue ink signature of Steve Clark, written in a cursive style.

Steve Clark
Minister

The Pitch



EBRC Business Plan Competition

Your opportunity to build local business together!

**Sponsorship
Proposal**



The Contest Summary:

On Wednesday January 25, 2023, The Pitch returns! EBRC's 7th annual business plan competition will be held in-person, *"Dragon's Den-Style"* for 5 selected finalists.

The Timeline:

September, 2022-Sponsors and Supporters committed, advertising and promotion begins.

November 30, 2022-Business Plan submissions due.

January 9, 2023-5 Finalists selected.

January 25, 2023-The Pitch, live and in-person

For more information contact:

Sarah Foshay 519-633-7597 x 328 | sfoshay@elgincfdc.ca

The Pitch

January 26, 2022

...Returns!

NOW SEEKING
SPONSORS
FOR EBRC'S BUSINESS
PLAN COMPETITION.



CASH OR IN-KIND SERVICES*



Platinum \$5K+



Gold \$1K to < \$5K



Silver \$500 to <\$1K



Bronze \$300 to
<\$500



Business Helping
Business (BHB)

* Supporter, cash-pool fund,
any \$ amount <\$300

RETURN ON INVESTMENT



POSTER
LOGO



IN-EVENT
MENTION



PRINT AD
MENTION



RADIO AD
MENTION



NEWSLETTER
MENTION



VIDEO
MENTION-
SOCIALS



GRAPHIC
MENTION-
SOCIALS



*Platinum receives 1st mention, Gold receives 2nd mention, BHB featured collectively

For more information contact:

Sarah Foshay 519-633-7597²³ x 328 | sfoshay@elgincfdc.ca

Jana Nethercott

From: Jana Nethercott
Sent: September 26, 2022 8:26 AM
To: Jana Nethercott
Subject: FW: Letter from the Chief Veterinarian for Ontario

Ministry of Agriculture,
Food and Rural Affairs

Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales



1 Stone Road West, 5th Floor
Guelph, Ontario N1G 4Y2
Tel: 519-826-3577
Fax: 519-826-4375

1, rue Stone ouest, 5e étage
Guelph (Ontario) N1G 4Y2
Tél. : 519 826-3577
Téléc. : 519-826-4375

Office of the Chief Veterinarian for Ontario (OCVO)

September 23, 2022

Magda Badura
Municipality of West Elgin
CAO/Treasurer
treasurer@westelgin.net

Dear Magda Badura:

The Canadian Food Inspection Agency (CFIA) has confirmed cases of highly pathogenic avian influenza (H5N1) in Ontario domestic poultry.

While the CFIA leads the disease response for highly pathogenic avian influenza and may impose permitting requirements in defined areas of the province, I am writing to inform you and your members of the action that the province is taking to help limit the spread of the virus.

On my advice and recommendation as Chief Veterinarian for Ontario, the Minister of Agriculture, Food and Rural Affairs has issued a Minister's Order under the *Animal Health Act, 2009*, for the purpose of limiting the commingling of birds from different locations in Ontario to reduce the likelihood of disease transmission in domestic birds by limiting direct contact.

Effective September 23, 2022, this Order temporarily prohibits events where birds commingle, such as bird shows, bird sales and swaps, portions of fairs where birds are exhibited, sport and educational displays where birds are brought from multiple locations, vaccination gatherings for birds from multiple locations, and prohibits the movement of birds to those

events. Temporarily reducing direct contact between birds from different locations will limit the spread of avian influenza and protect flock health.

This Order will expire on October 22, 2022 but may be extended if required. This Order is similar to the one issued during the Spring 2022 wave of the avian influenza outbreak, with which you may already be familiar.

I also encourage your members to maintain strict biosecurity measures to help reduce the risk of introducing avian influenza to their birds.

Avian influenza is not a threat to food safety but impacts domesticated and wild birds. Ontario poultry and eggs are safe to eat when, as always, proper handling and cooking takes place. People working with poultry should take additional precautions and are strongly encouraged to follow all public health guidelines and maintain strict biosecurity.

For more information on the Minister's Order, please visit [OMAFRA's Avian Influenza webpage](#).

I continue to monitor this quickly developing situation and may implement further measures as part of the response to this disease.

I appreciate your cooperation in working together to enhance biosecurity and reduce the spread of avian influenza.

Sincerely,

Original signed by

Cathy Furness, DVM
Chief Veterinarian for Ontario



Good things grow in Ontario
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2
Bureau principal du ministère: 1 Stone Road West, Guelph (Ontario) N1G 4Y2



Friday, September 23, 2022

Dear Ontario Members of Parliament,

The Commission acknowledges receipt of your communication of September 22, 2022 and appreciates the input and contributions from you and your colleagues to the redistribution proposal.

There has been considerable input received from the public and elected officials thus far and we welcome further input.

As a result, the Commission will be posting the following notice on its website and emailing the notice to all registered:

The Electoral Boundaries Commission for the Province of Ontario is very pleased with the interest the public and elected officials have taken in our proposal and we welcome their input.

We will be emailing a Zoom link to all those registered to participate in the public hearings along with an order of presentations during the next few days.

Please note that given the large number of registered participants at our virtual hearings, as well as the Scarborough in-person hearing, we will be notifying registered participants of additional hearing dates that will be scheduled to accommodate those registered.

Given the number of people who wish to be participants at the in-person and virtual hearings, it will be necessary for the oral submissions to be brief.

As a result, participants at the virtual and in-person hearings may also wish to file a written submission, although unnecessary, if their suggestions cannot be outlined within the time that is available at the hearing.

The written submissions supplementing oral submissions may be filed with the Commission up to October 29, 2022.

In these circumstances and to make the process fair for all, the Commission will accept written submissions from those not participating in a hearing within the same time period.

As a result, all written submissions, whether filed in lieu of participation at an in-person or virtual hearing, or supplemental to oral submissions at hearings, may be filed by up to October 29, 2022.

Regards,

The Honourable Lynne Leitch, Dr. Karen Bird and Dr. Peter Loewen



Staff Report

Report To: Council Meeting
From: Robert Brown, Planner
Date: 2022-09-23
Subject: Severance Application E72-22 – Comments to County of Elgin (Planning Report 2022-36)

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding consent application File E72-22 – Comments to the County of Elgin (Planning Report 2022-36);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E72-22, 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.

Purpose:

The purpose of this Report is to provide Council with recommendations related to authorizing municipal comments to the County of Elgin regarding County of Elgin Severance Application E72-22, as Elgin County is the planning approval authority for severances.

The purpose of the application is to facilitate the creation of a new lot on the northwest side of Douglas Line, west of Furnival Road as shown in the Appendix One attachment.

Background:

Below is background information, in a summary chart:

| | |
|---------------------------|---|
| Application | E72-22 |
| Owner/Applicant | Jeremie & Michelle Begin |
| Legal Description | Part Lot of 6, Concession 14 & Pt. Part 1, RP 11R 5823 |
| Civic Address | 22202 Douglas Line |
| Entrance Access | Douglas Line |
| Water Supply | Municipal water service |
| Sewage Supply | Private on-site individual septic system |
| Existing Land Area | 3,995.13 sq. m (43,004.64 sq. ft.) |

Figure One below, depicts the existing parcel and the proposed lot creation. The red outline is the proposed new lot. The blue outline is the retained and location of the existing dwelling.



The Public Hearing is scheduled for October 26, 2022, at the Elgin County Land Division Committee Meeting.

Figure Two and the below chart show the details from the survey sketch prepared as part of the application for severance.

| Application | Severed Parcel | | | Retained Parcel | | |
|---------------|------------------------|-------------------------|---|---------------------|-------------------------|---|
| | Frontage | Depth | Area | Frontage | Depth | Area |
| E72-22 | 20.045 m (65.76 ft) | 58.013 m (190.33 ft) | 2,749.52m ² (29,597 ft ²) | 23.474 m (77 ft) | 50.078 m (164.29 ft) | 1,245.61m ² (13,408.1 ft ²) |

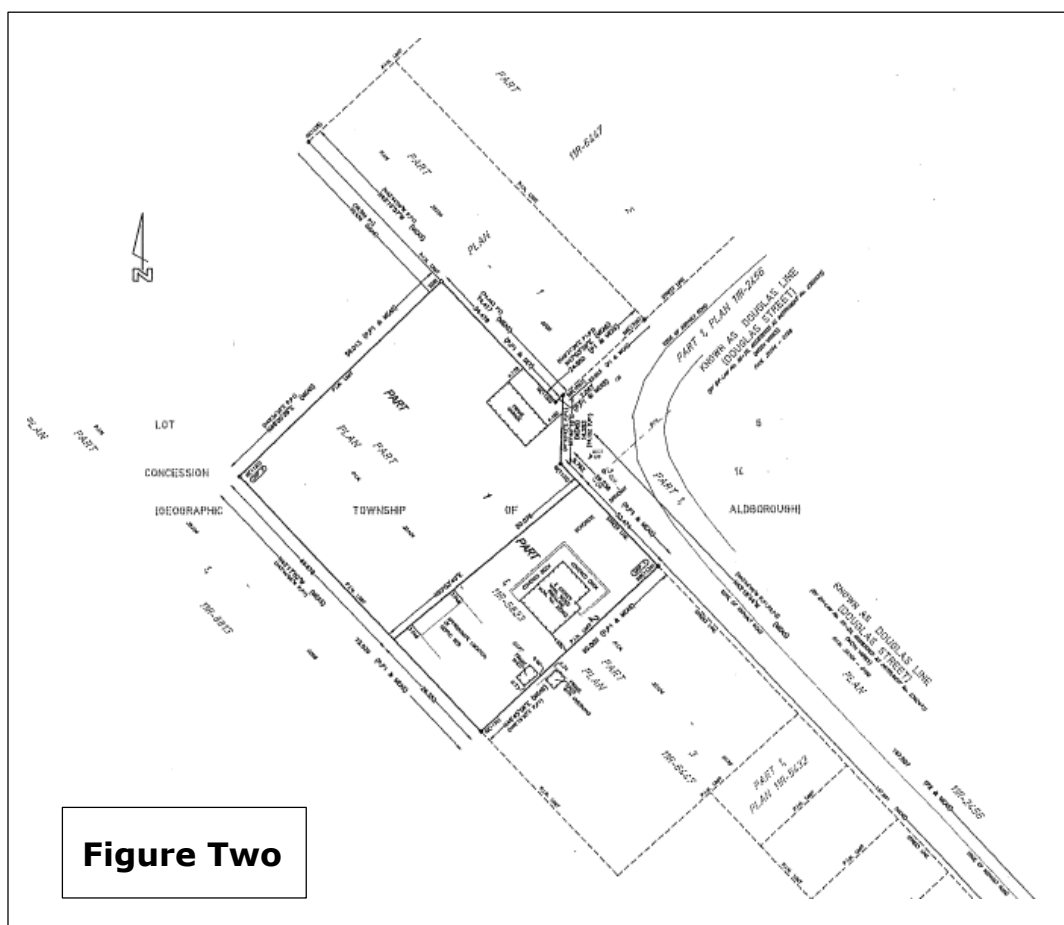


Figure Two

Financial Implications:

Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended from time to time. The proposed lot creation will result in an increase in assessment and permit the construction of a new dwelling.

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.

With regard to this proposal involving severances, the Planning Authority is the County of Elgin Land Division Committee, wherein the Municipality provides agency comments to the County of Elgin as part of their decision-making process.

PPS:

The existing property is partially located within the LTVCA's regulated area. Depending on the location of new development on the severed parcel a permit may be necessary. The proposed

consent is considered infilling and helps better utilize the large lot in an existing built up and partially serviced area of the municipality. The proposal is consistent with PPS.

CEOP:

The subject lands are designated Agricultural Area on Schedule 'A' Land Use in the CEOP however, the County in cases where the County OP and local plan conflict in terms of designation the County defers to the local Official Plan subject to the relevant policies outlined in the West Elgin Lakeshore Area designation and Port Glasgow Secondary Plan. The current mapping differences have been noted in consultation with West Elgin and the County as part of the County Official Plan review.

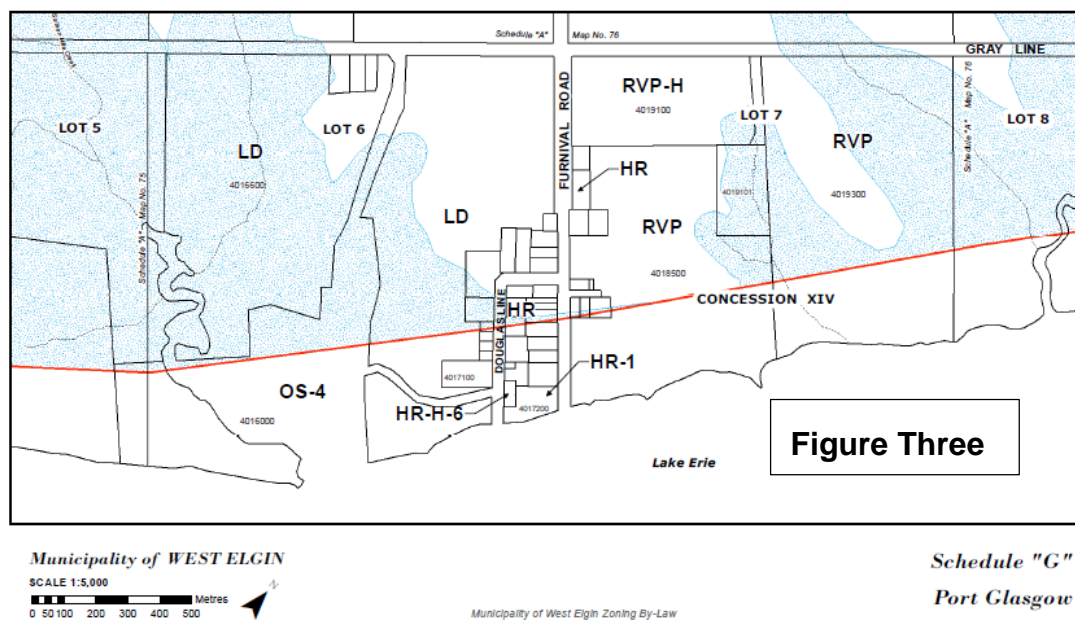
OP:

The subject lands are designated as Lakeshore Area, as shown on Rural Area Land Use and Transportation Schedule 'E' of the OP, and further detailed in Figure 6 and 7 the lands are also within the Port Glasgow Secondary Plan. Section 7.9 notes that, "the creation of lots in the 'Lakeshore Area' shall take place by consent or by plan of subdivision or plan of condominium in accordance with the provisions of the Planning Act and the relevant policies of this Plan including Section 10.3 and Section 10.4."

The proposed lot creation is via consent and as such subject to Section 10.4. The proposed lot is generally in conformity with the provisions of this section. The lot pattern in the surrounding area is a mix of sizes and lot frontages. Both the severed and retained remain appropriate given the mix in the subject area. Therefore, this proposal conforms to the OP.

Municipality of West Elgin Comprehensive Zoning By-law 2015-36 (ZBL):

The subject lands are zoned Hamlet Residential (HR) on Schedule G of the ZBL as depicted in Figure Three. The severed and retained parcels will both meet the minimum required lot area based on the services available in Port Glasgow. Due to the current configuration of the lot and location of the existing dwelling it will be necessary to require a minor variance as a condition of approval. The required lot frontage is 25 m (82 ft.) however the severed parcel will have 20.045 m (65.7 ft.) and the retained will have 23.476 m (77 ft.). This will continue to permit adequate room for access and servicing and does not create any negative impact or change in the character of the area. As such, subject to approval of the necessary minor variance, the proposed lots will conform with the West Elgin Zoning By-law.



Interdepartmental Comments:

The severance application was circulated to municipal staff for comment. It was noted that a new water connection will be required to the severed lands, a septic inspection is necessary for the retained parcel and a new access will be required from Douglas Line to service the severed parcel.

At the time of submission of this report, no other comments or concerns were received from Administration.

Summary:

It is the Planner's opinion that the proposed lot creation consent, is consistent with the PPS, conforms to the CEOP and conforms to the OP, complies with the ZBL; and that Council recommends to the County of Elgin that the consent be approved, subject to the lower-tier municipal conditions listed in this report.

The County of Elgin, as the Planning Approval Authority, will have to review the application accordingly against the planning documents (PPS, CEOP, OP and ZBL) and obtain comments from the other agencies and members of the public through the public consultation process, as part of their decision-making on the planning application.

Prepared by:

Robert Brown, H. Ba, MCIP, RPP
Planner
Municipality of West Elgin

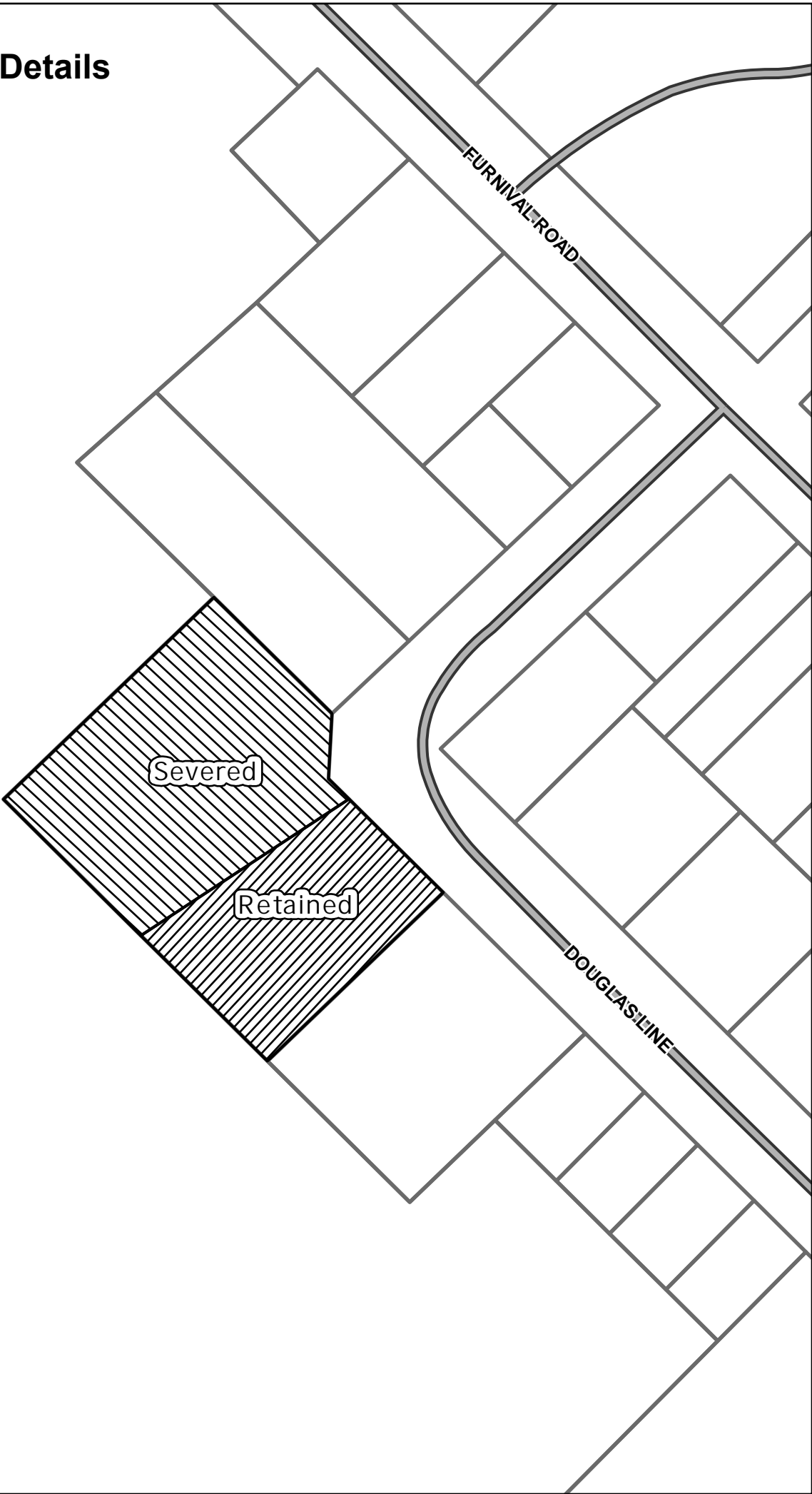
Report Approval Details

| | |
|----------------------|--|
| Document Title: | Severance Application E72-22 - Comments to Elgin County - 2022-36-Planning.docx |
| Attachments: | <ul style="list-style-type: none">- Planning Report 2022-36 Appendix One - Detail.pdf- Planning Report 2022-36 Appendix Two - Comments to the County of Elgin.pdf |
| Final Approval Date: | October 6, 2022 |

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

Jana Nethercott

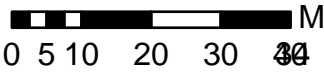
Appendix One - Details



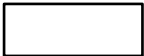
Location Map



Subject Site: 22202 Douglas Line
File Number: E 72-2022
Owner: Jermie and Mchelle Bégin
Planner: Unknown
CA: Lower Thames Conservation Authority
Created By: PC
Date: 09/07/2022
Municipality of West Elgin



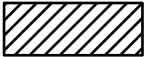
Legend



Subject Site



Severed



Retained



Elgin Road Network



Buildings

Planning Report 2022-36: Appendix Two

Consent Application E72-22 – West Elgin Conditions

Consent Application E72-22 Conditions:

1. That the Applicant meet all the requirements, financial and otherwise of the Municipality, to the satisfaction and clearance of the Municipality.
2. That the Applicant provides a description of the lands to be severed which can be registered in the Land Registry Office, to the satisfaction and clearance of the Municipality.
3. That the Applicant's Solicitor provides an undertaking to the Municipality, to provide a copy of the registered deed for the severed parcel once the transaction has occurred to the Municipality.
4. That the Applicant shall make payment of cash-in-lieu of applicable parkland dedication pursuant to Section 51.1 of the *Planning Act*, to the satisfaction and clearance of the Municipality.
5. That the applicant make application for and receive approval of a minor variance to address the reduced frontage of the severed and retained parcels to the satisfaction of the Municipality;
6. That the applicant make application for a new access to the severed parcel. Any improvements required as a result of the new access shall be at the applicant's expense;
7. That prior the final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
8. That all conditions noted above shall be fulfilled within two years of the Notice of Decision, so that the County of Elgin is authorized to issue the Certificate of Consent pursuant to Section 53(42) of the *Planning Act*.



Staff Report

Report To: Council Meeting
From: Robert Brown, Planner
Date: 2022-09-26
Subject: Severance Application E75-22 – Comments to County of Elgin (Planning Report 2022-37)

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding consent application , E75-22 – Comments to Elgin County (Planning Report 2022-37);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for the consent application, File E75-22, subject to the Lower-Tier Municipal conditions in Appendix Two of this report;

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

Purpose:

The purpose of this Report is to provide Council with recommendations related to authorizing municipal comments to the County of Elgin regarding County of Elgin Severance Application E75-22, as Elgin County is the planning approval authority for consents.

The purpose of the consent application is to facilitate the severance and conveyance of lands as a lot addition from an abutting farm parcel to an existing commercial lot for additional outdoor display area. See Appendix One – Details.

Background:

Below is background information, in a summary chart:

| | |
|------------------------------|--|
| Application | E75-22 |
| Owners | Ida & Petrus Fleuren |
| Applicant | Paul Randhawa on behalf of Chris Liddy |
| Legal Description | Part Lot of 6, Concession Gore WD |
| Civic Address | 22100 Downie Line |
| Entrance Access | Furnival Rd & Downie Line |
| Existing Land Area | 19.5 ha (48.23 ac.) |
| Proposed Lot Addition | 929 sq. m (10,000 sq. ft.) |
| Retained Lands | 19.42 ha (48 ac.) |

Figure One shows the location of the subject property (outlined in blue), the proposed lot addition lands (outlined in red) and the location of the commercial receiving lot to the east (highlighted by the green arrow).



The Public Hearing is scheduled for October 26, 2022, at the Elgin County Land Division Committee Meeting.

County of Elgin Official Plan (CEOP) and Municipality of West Elgin Official Plan (OP) and make decisions that represent good land use planning.

With regard to this proposal involving severances, the Planning Authority is the County of Elgin Land Division Committee, wherein the Municipality provides agency comments to the County of Elgin as part of their decision-making process.

PPS:

Section 2.3.6, Non-Agricultural Uses in Prime Agricultural Areas outlines a number of criteria for permitting limited non-residential use including the following:

1. the land does not comprise a specialty crop area;

Comment: the subject lands are not a specialty crop area.

2. the proposed use complies with the minimum distance separation formulae;

Comment: there are no livestock operations within 500 metres of the proposed lot addition

3. there is an identified need with the planning horizon provide for in policy 1.1.2 for additional land to accommodate the proposed use; and

Comment: the lot addition is for an existing business to expand outdoor display and storage and is very minimal in size and located directly behind an existing Enbridge substation so it will have minimal impact on the retained farm parcel.

4. alternative locations have been evaluated, and

- i. there are no reasonable alternative location which avoid prime agricultural areas; and

Comment: the majority of West Elgin is located on prime agricultural lands so it is very challenging to avoid these lands even in cases of very minor lot additions.

- ii. there are no reasonable alternative location in prime agricultural areas with lower priority agricultural lands.

Comment: Relocating the existing business on lower prior lands is not feasible and could result in the loss of additional lands unnecessarily.

As such, the proposal is consistent with PPS.

CEOP:

The subject lands are designated Agricultural Area on Schedule 'A' Land Use in the CEOP. Section E1.2.3.2 outlines that a consent may be permitted for the purpose of modifying lot boundaries, provided no new building lot is created. The approval authority shall be satisfied that the boundary adjustment does not affect the viability of the use of the affected lands nor shall it negatively impact the viability of the affected agricultural parcel.

Comment: The lot addition is less than a quarter of an acre, is located in the corner of the parcel already impacted by the previous Enbridge substation lot and will not impact on the use of either the retained farm parcel or receiving lot. The boundary adjustment will also not affect the ongoing viability of the retained farm parcel. As such the proposed lot addition severance conforms with the policies of the County Official Plan.

OP:

The subject lands are designated as Agricultural, as shown on Rural Area Land Use and Transportation Schedule 'E' of the OP. Section 10.4.3 outlines that a severance for the purpose of adjusting or correcting lot boundaries or to convey a relatively modest amount of land to an abutting lot shall only be permitted provided:

- a) the conveyance does not lead to the creation of an undersized, irregularly shaped lot(s) unsuited to the purpose for which it is being used or proposed to be used, or contrary to the provisions of the Zoning By-law unless the By-law is otherwise amended or a variance granted.

Comment: a zoning amendment will be necessary to rezone the lot addition lands to match with that of the receiving lot. The conveyance will also result in reducing the lot area of the retained farm parcel which is currently undersized. This too can be addressed in the same amending by-law.

- b) The lands being conveyed are registered in the same name and title as the lands to which they are being added; and

Comment: this is included as condition of the lot addition consent approval;

- c) It is stipulated in the granting of the severance that any subsequent conveyance or transaction will require a future severance.

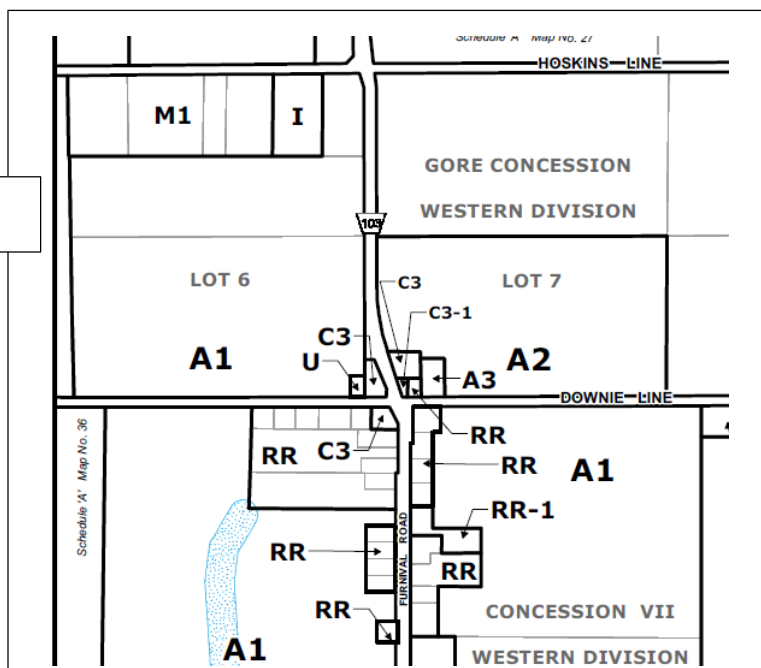
Comment: this too is included as a condition of approval.

Therefore, this proposal conforms to the OP.

Municipality of West Elgin Comprehensive Zoning By-law 2015-36 (ZBL):

The lot addition land and retained parcel are zoned Agriculture (A1) while the receiving lot is zoned Highway Commercial (C3) on Map 37 of the ZBL as depicted in Figure Three.

Figure Three



The lot addition lands will need to be rezoned to match the zoning on the receiving lot. As part of the same zoning amendment the further under sizing of the retained farm parcel (minimum lot area is 20.2 ha (50.ac.)) will be addressed. With this as a condition of approval, the application will conform with the West Elgin Zoning By-law.

Interdepartmental Comments:

The severance application was circulated to municipal staff for comment. The following comments were received:

Drainage:

- The lot addition will trigger drainage reapportionment for the subject lands.

Staff were also in agreement that zoning would need to be undertaken as outlined earlier in the report. Site Plan approval was also a consideration however since the lands are only proposed as outdoor storage area for now site plan would not be necessary. Should additional buildings be proposed on the newly configured lot in the future then site plan approval will be required at that time. No other comments or concerns were received from Administration.

Summary:

The proposed lot addition is consistent with the PPS, conforms to both the CEOP and West Elgin OP, will comply with the ZBL once the required amendment is completed as a condition of approval; and that Council recommends to the County of Elgin that the consent be approved, subject to the lower-tier municipal conditions listed in this report.

The County of Elgin, as the Planning Approval Authority, will have to review the application accordingly against the planning documents (PPS, CEOP, OP and ZBL) and obtain comments from the other agencies and members of the public through the public consultation process, as part of their decision-making on the planning application.

Prepared by:

A handwritten signature in black ink, appearing to read 'Robert Brown', with a stylized flourish at the end.

Robert Brown, H. Ba, MCIP, RPP
Planner
Municipality of West Elgin

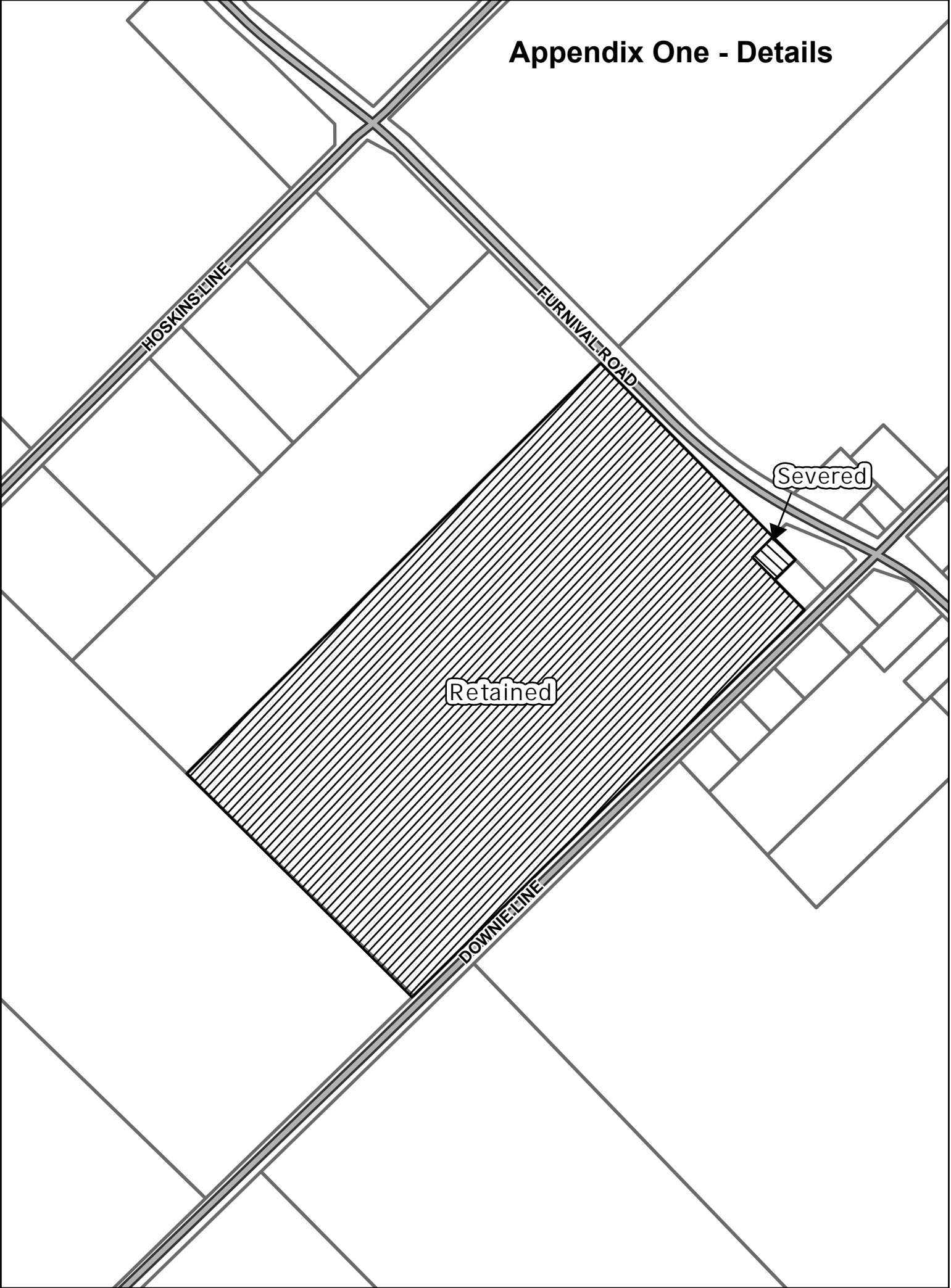
Report Approval Details

| | |
|----------------------|--|
| Document Title: | Severance Application E75-22 - Comments to Elgin County - 2022-37-Planning.docx |
| Attachments: | <ul style="list-style-type: none">- Planning Report 2022-37 Appendix One - Detail.pdf- Planning Report 2022-37 Appendix Two - Comments to the County of Elgin.pdf |
| Final Approval Date: | October 6, 2022 |

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

Jana Nethercott

Appendix One - Details

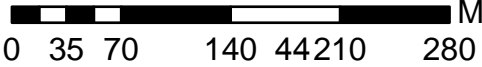


Location Map



Subject Site: 22100 Downie Line
File Number: E 75-2022
Owner: Petrus Fleuren and Ida Fleuren
Planner: Unknown
CA: Lower Thames Conservation Authority
Created By: PC
Date: 09/07/2022
Municipality of West Elgin

- Legend
- Subject Site
 - Severed
 - Retained
 - Elgin Road Network
 - Buildings



Planning Report 2022-37: Appendix Two

Consent Application E75-22 – West Elgin Conditions

Consent Application E75-22 Conditions:

1. That the Applicant meet all the requirements, financial and otherwise of the Municipality, to the satisfaction and clearance of the Municipality.
2. That the Applicant provides a description of the lands to be severed which can be registered in the Land Registry Office, to the satisfaction and clearance of the Municipality.
3. That the Applicant's Solicitor provides an undertaking to the Municipality, to provide a copy of the registered deed for the severed parcel once the transaction has occurred to the Municipality.
4. That the severed parcel be conveyed to and consolidated with the abutting parcel to the east Roll No. 3434 000 020 09900 (12711 Furnival Road) and that Section 50 (3 or 5) of the *Planning Act* apply to any subsequent application for consent.
5. That the Applicant have a drainage reapportionment completed (if required) pursuant to the *Drainage Act*, to the satisfaction and clearance of the Municipality.
6. That the applicant make application for and receive approval of a zoning by-law amendment to rezone the lot addition (severed parcel) to the same zone as the receiving lot and address the further reduction in the lot area of the retained farm parcel to the satisfaction of the Municipality;
7. That prior the final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
8. That all conditions noted above shall be fulfilled within two years of the Notice of Decision, so that the County of Elgin is authorized to issue the Certificate of Consent pursuant to Section 53(42) of the *Planning Act*.



Staff Report

Report To: Council Meeting

From: Robert Brown, Planner

Date: 2022-09-23

Subject: Severance Application E76-22 – Comments to County of Elgin (Planning Report 2022-38)

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding consent application File E76-22 – Comments to the County of Elgin (Planning Report 2022-38)

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application E76-22, 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.

Purpose:

The purpose of this Report is to provide Council with recommendations related to authorizing municipal comments to the County of Elgin regarding County of Elgin Severance Application E76-22, as Elgin County is the planning approval authority for consents.

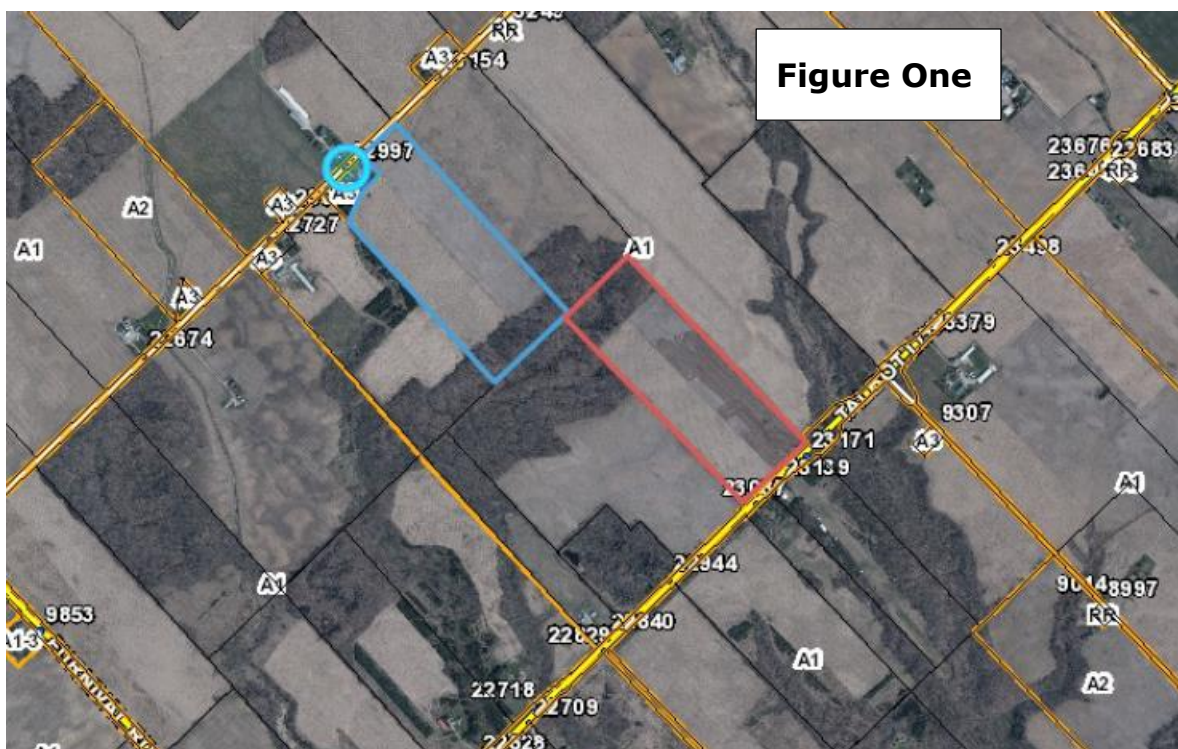
The purpose of the consent application is to facilitate the re-establishment of two existing farm lots which inadvertently merged as the result of being abutting lands held under the same ownership.

Background:

Below is background information, in a summary chart:

| | |
|---------------------------|--|
| Application | E76-22 |
| Owner/Applicant | Tom & Nancy Mohan |
| Legal Description | Part Lot of 9 & 10, Concession 12 |
| Civic Address | 22997 Silver Clay Line |
| Entrance Access | Silver Clay Line and Talbot Line |
| Existing Land Area | 42.84 ha (105.85 ac.) |
| Proposed | 20.83 ha (51.47 ac) & 22.01 ha (54.39 ac.) |

Figure One shows the location of the subject property. The blue outline being the retained parcel and the red outline the severed parcel.



The Public Hearing is scheduled for October 26, 2022, at the Elgin County Land Division Committee Meeting.

A survey sketch was not prepared since the proposed consent is simply re-establishing the existing lot pattern. The measurements in the chart below are based on the current aerial mapping and considered appropriate for the proposed consent.

| Application | Severed Parcel | | | Retained Parcel | | |
|-------------|-------------------------|------------------------|----------------------------|------------------------|------------------------|----------------------------|
| | Frontage | Depth | Area | Frontage | Depth | Area |
| E76-22 | 265 m+/- (869.42 ft) | 786 m+/- (2,579 ft) | 20.83 ha+/- (51.47 ac.) | 140 m+/- (459.3 ft) | 731 m+/- (2,398 ft) | 22.01 ha+/- (22.01 ac.) |

Financial Implications:

Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended from time to time. The proposed re-establishment of the existing farm lots will not result in any change in assessment.

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.

With regard to this proposal involving severances, the Planning Authority is the County of Elgin Land Division Committee, wherein the Municipality provides agency comments to the County of Elgin as part of their decision-making process.

PPS:

There are no issues of Provincial significance raised by the proposed consent to re-establish the two farm lots. The merging of the lands was inadvertent and only caused as a result of the unusual offset between the rear lot lines of the parcels. The lands are separated by a natural heritage feature and have been farmed separately and will continue to be farmed separately. A forced consolidation of the lands would result in unnecessary impact to the natural heritage feature and would not improve the efficient operation of the farming operation or impact on the current or future viability of the parcels. The connection between the two parcels is minimal and very unusual in nature and should be taken into consideration.

CEOP:

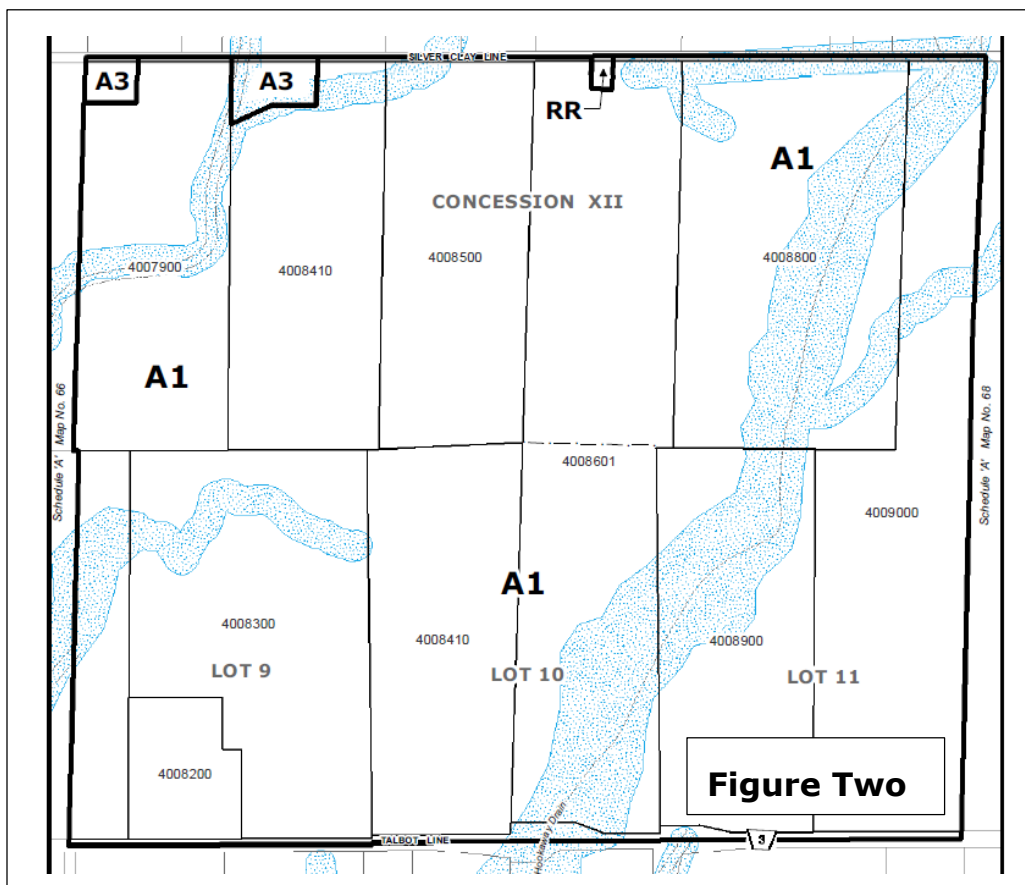
The subject lands are designated Agricultural Area on Schedule 'A' Land Use in the CEOP. Section E1.2.3.4 does permit the creation of lots in the agricultural area if the lot to be severed and lot to be retained are about 40 hectares; or as established in the local planning documents. The West Elgin OP follows a similar criteria however smaller parcels can be considered.

OP:

The subject lands are designated as Agricultural Area, as shown on Rural Area Land Use and Transportation Schedule 'E' of the OP. Section 6.2.7 does permit the creation of new farm lots with a minimum size of 40 hectares for both the severed and retained however, Section 6.2.7 h) permits the proposed re-establishment of the existing lots as proposed since they inadvertently merged as a result of changes in the Planning Act dating back to the 1970's. Therefore, this proposal conforms to the OP.

Municipality of West Elgin Comprehensive Zoning By-law 2015-36 (ZBL):

The subject lands are zoned Agricultural (A1) as shown on Schedule A of the ZBL and depicted on Map 67 (Figure 2). Despite the minimum lot area requirement outlined in the OP, the Zoning By-law lot area minimum in the A1 is 20.2 ha (50 ac.). Both the severed and retained lands meet the minimum lot area requirement of the ZBL. The minimum lot frontage is noted at 300 m (984 ft.). The frontage of the severed and retained lands is currently considered as legal non-conforming. The re-establishment of the parcels as separate lots is not considered to impact on this and as such both the severed and retained parcels are in compliance with the West Elgin Comprehensive Zoning By-law.



Interdepartmental Comments:

The severance application was circulated to municipal staff for comment. Since the proposal is for the re-establishment of the existing separate farm lots there is no change to servicing needs, access to the farms and there is no need for drainage re-apportionment. As such, there was no comments or concerns from Administration.

Summary:

It is the Planner's opinion that the proposed lot re-establishment, is consistent with the PPS, conforms to the CEOP and conforms to the OP, complies with the ZBL; and that Council recommends to the County of Elgin that the consent be approved, subject to the lower-tier municipal conditions listed in this report.

The County of Elgin, as the Planning Approval Authority, will have to review the application accordingly against the planning documents (PPS, CEOP, OP and ZBL) and obtain comments from the other agencies and members of the public through the public consultation process, as part of their decision-making on the planning application.

Prepared by:

Robert Brown, H. Ba, MCIP, RPP
Planner
Municipality of West Elgin

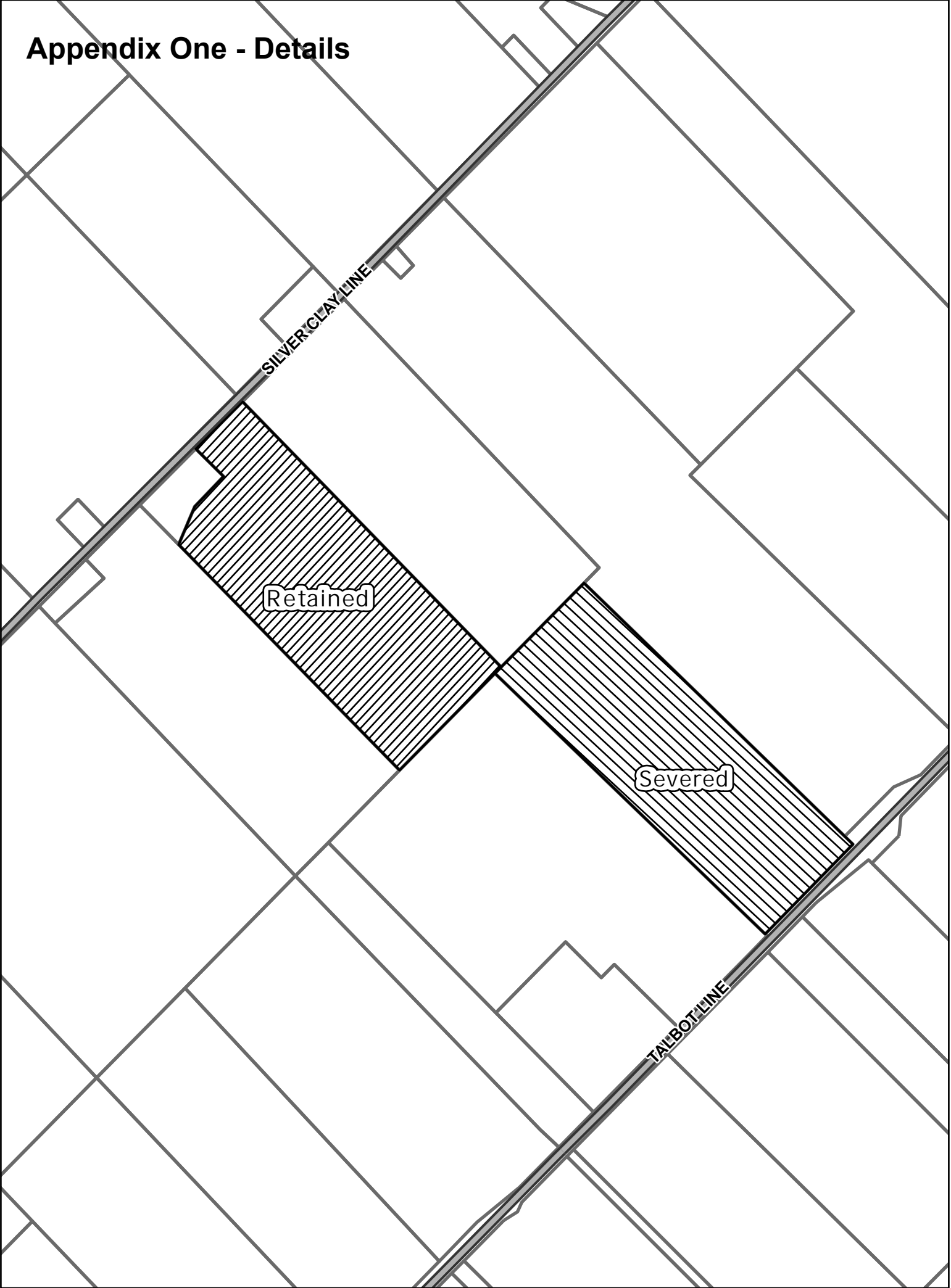
Report Approval Details

| | |
|----------------------|--|
| Document Title: | Severance Application E76-22 - Comments to Elgin County - 2022-38-Planning.docx |
| Attachments: | <ul style="list-style-type: none">- Planning Report 2022-38 Appendix One - Detail.pdf- Planning Report 2022-38 Appendix Two - Comments to the County of Elgin.pdf |
| Final Approval Date: | October 6, 2022 |

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

Jana Nethercott

Appendix One - Details

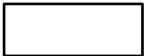


Location Map



Subject Site: 22997 Silver Clay Line
File Number: E 76-2022
Owner: Tom and Nancy Mohan
Planner: Unknown
CA: Lower Thames Conservation Authority
Created By: PC
Date: 09/07/2022
Municipality of West Elgin

Legend



Subject Site



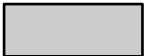
Severed



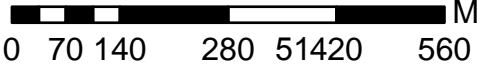
Retained



Elgin Road Network



Buildings



Planning Report 2022-38: Appendix Two

Consent Application E76-22 – West Elgin Conditions

Consent Application E76-22 Conditions:

1. That the Applicant meet all the requirements, financial and otherwise of the Municipality, to the satisfaction and clearance of the Municipality.
2. That the Applicant provides a description of the lands to be severed which can be registered in the Land Registry Office, to the satisfaction and clearance of the Municipality.
3. That the Applicant's Solicitor provides an undertaking to the Municipality, to provide a copy of the registered deed for the severed parcel once the transaction has occurred to the Municipality.
4. That prior the final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
5. That all conditions noted above shall be fulfilled within two years of the Notice of Decision, so that the County of Elgin is authorized to issue the Certificate of Consent pursuant to Section 53(42) of the *Planning Act*.



Staff Report

Report To: Council Meeting

From: Robert Brown, Planner

Date: 2022-09-30

Subject: Severance Application E78-22 – Comments to County of Elgin (Planning Report 2022-39)

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding the consent application File E78-22 – Comments to County of Elgin (Planning Report 2022-039);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E78-22, 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.

Purpose:

The purpose of this Report is to provide Council with recommendations related to authorizing municipal comments to the County of Elgin regarding County of Elgin Severance Application E78-22, as Elgin County is the planning approval authority for severances.

The purpose of the application is to facilitate the severance of the vacant portion of the lands located along the east side of the subject property and with the Rodney Settlement area for sale and future development. See Appendix One – Detail.

Background:

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

| | |
|------------------------------------|--|
| Application | E78-22 |
| Owner | The Rodney Cemetery Company |
| Applicant | Dan McKillop |
| Legal Description | Pt. Lot 5, Concession 8, Pt. Lot 30, Plan 202 & Part 2 – 4, RP 11R 5577 |
| Civic Address | 21991 Queens Line |
| Entrance Access | Queens Line |
| Water Supply | Severed Parcel – Municipal water available Retained Parcel – no services required |
| Sewage Supply | Severed Parcel – Municipal sanitary sewage service available Retained Parcel – no services required |
| Existing Land Area | 6.57 ha (16.23 ac) |
| Buildings and/or Structures | Severed Parcel – vacant Retained Parcel – one outbuilding |

The chart below details the dimensions and land area of the application:

| Application | Severed Parcel | | | Retained Lands | | |
|--------------------|--------------------------|-----------------------|---------------------|-------------------------|-----------------------|----------------------|
| | Frontage | Depth | Area | Frontage | Depth | Area |
| E78-22 | 58.143 m (190.75 ft.) | 287.42 m (943 ft.) | 2.83 ha (7.0 ac) | 134.33 m (440.7 ft.) | 287.42 m (943 ft.) | 3.73 ha (9.23 ac) |

The Public Hearing is scheduled for October 26, 2022, at the Elgin County Land Division Committee Meeting.

Figure One below outlines the subject property. The retained lands, outlined in blue while the severed lands are marked in red.

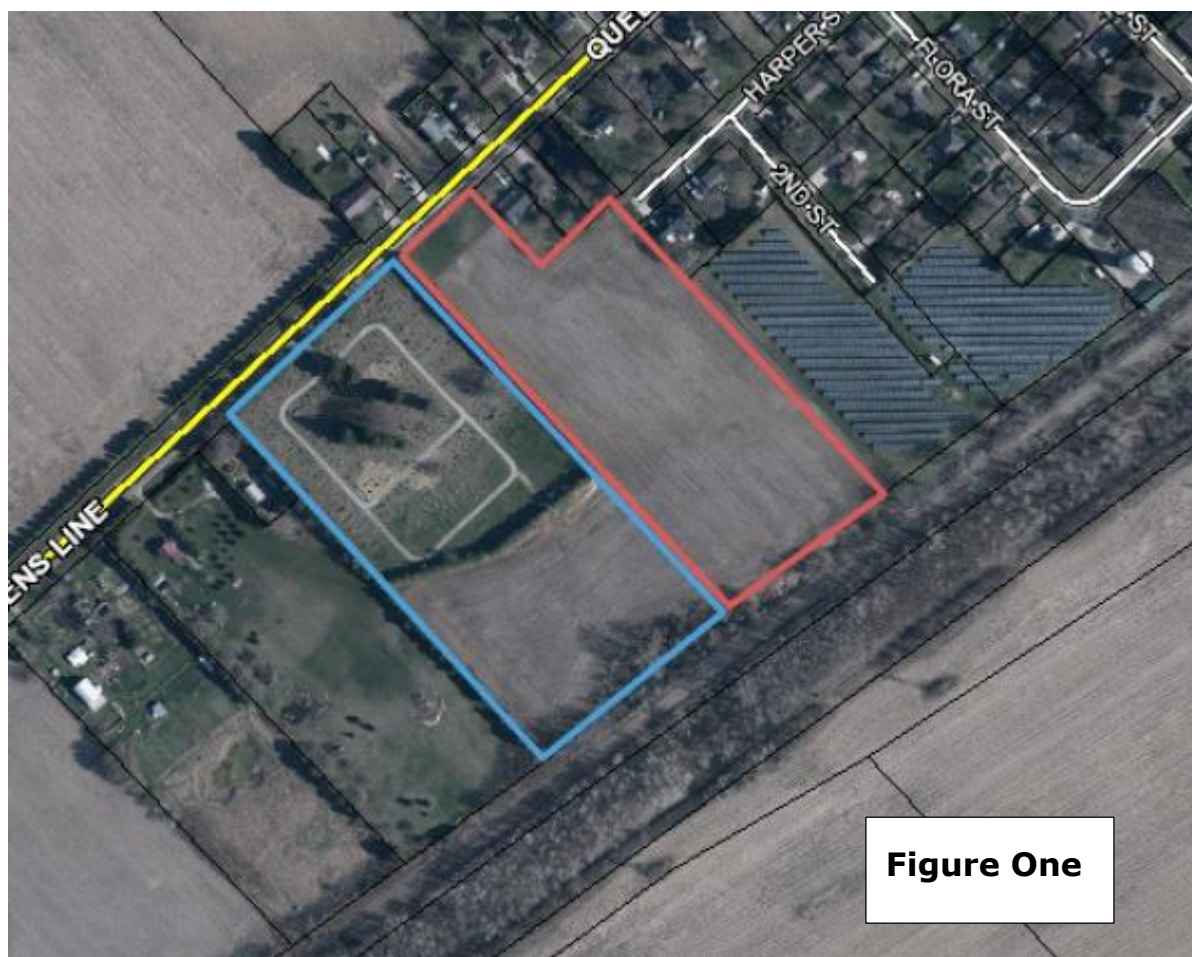


Figure One

Financial Implications:

Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended from time to time. Typically, cash-in-lieu of parkland is required due to the creation of a new lot in a settlement area however since the lands are being severed from the larger property for the purpose of future development the park land fees can be collected at that 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.

With regard to this proposal involving severances, the approval authority is the County of Elgin Land Division Committee, wherein the Municipality provides agency comments to the County of Elgin as part of their decision-making process.

PPS:

The severed portion of the subject property is location within the Rodney Settlement area. Lot creation is permitted within the Settlement Areas in accordance with Section 1.1 of the PPS.

As part of the pre-consultation proposed it was recommended that the applicant ensure that the limits of the cemetery were clear and that there be confirmation that no part of the severed parcel was utilized as part of the cemetery. Documentation of this confirmation from the applicable provincial authority is attached as Appendix Three.

The proposal is consistent with the PPS.

CEOP:

The severed portion of the subject lands are designated Tier I Settlement Areas while the retained lands remain as an existing use within the Agricultural Area on Schedule 'A' Land Use (Figure Two) in the CEOP. The lot creation policies of the CEOP contained under Section E1.2.3.1, have several applicable criteria to the initial severance of the vacant lands. Those have been reviewed and are addressed through the conditions of approval. Once a comprehensive development plan is provided a plan of subdivision will be necessary further detailing requirements of the eventual build out. This proposal conforms with the CEOP.

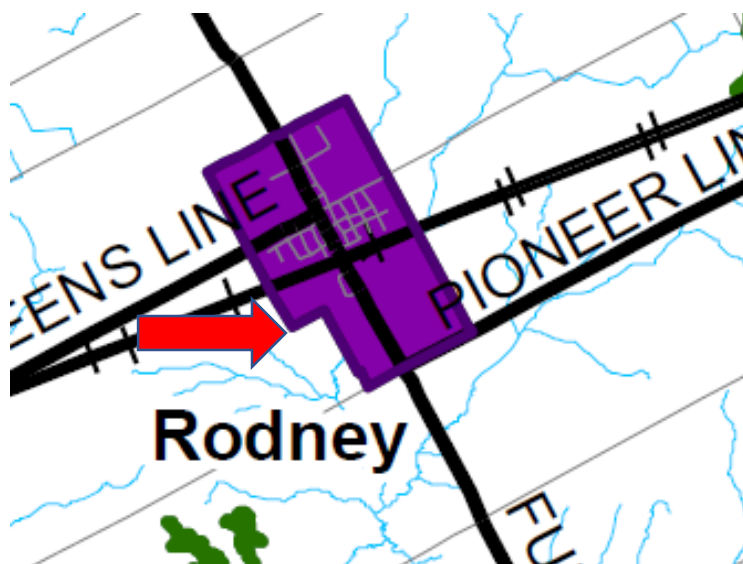


Figure Two

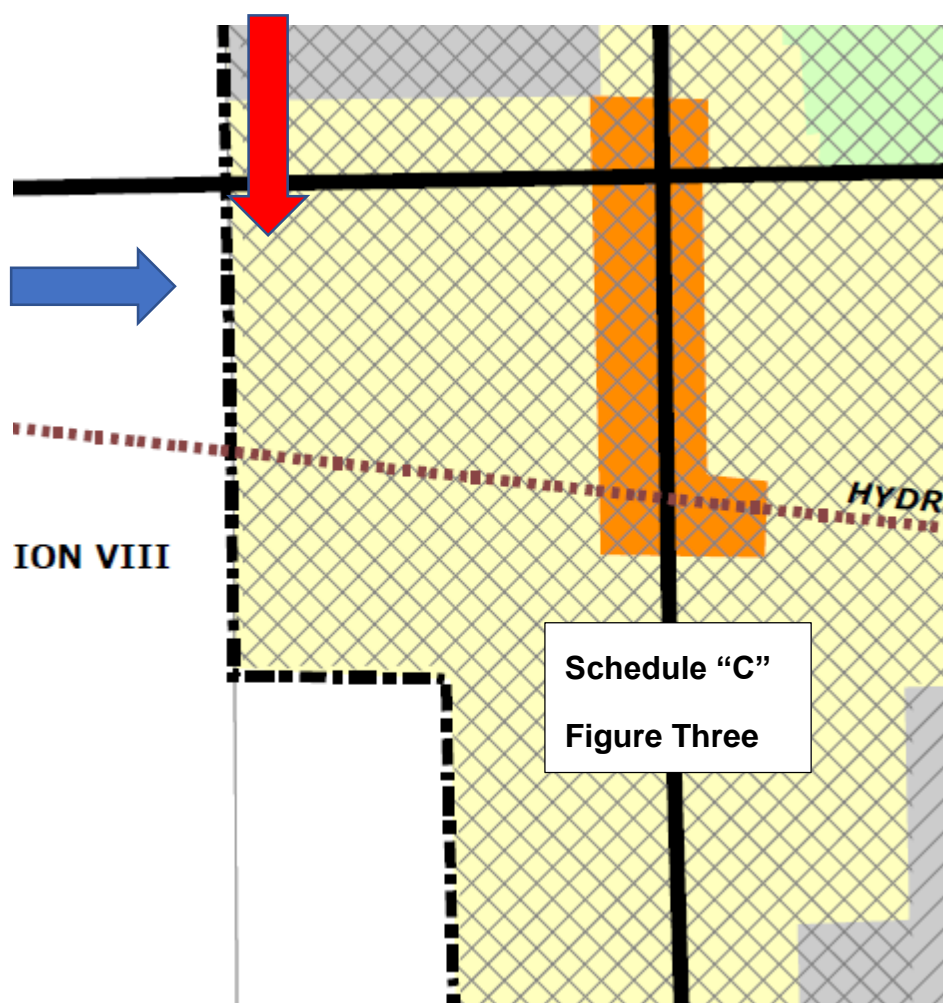
OP:

The proposed severed parcel is designated as Residential on the Village of Rodney Land Use and Transportation Plan Schedule 'C' of the OP, as shown on Figure Three, in yellow. The retained lands are within the Agricultural designation.

The Residential designation permits a variety of residential uses, with single detached dwellings being the predominant dwelling type.

Lot creation polices under Section 10.4.1 of the OP, allow for severance (consent) applications. The proposed severance application meets the policy of Section 10.4.1.

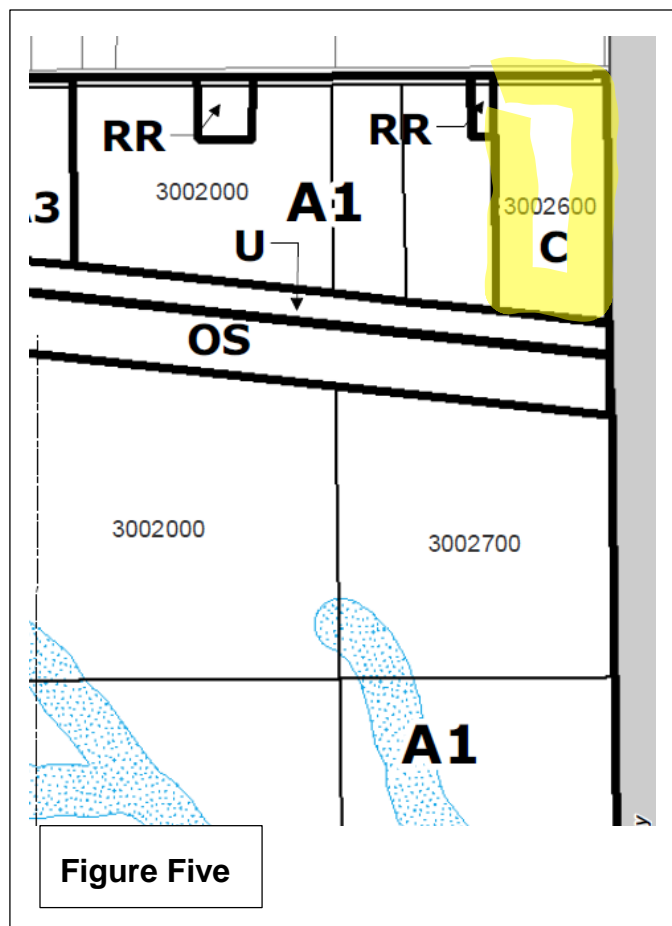
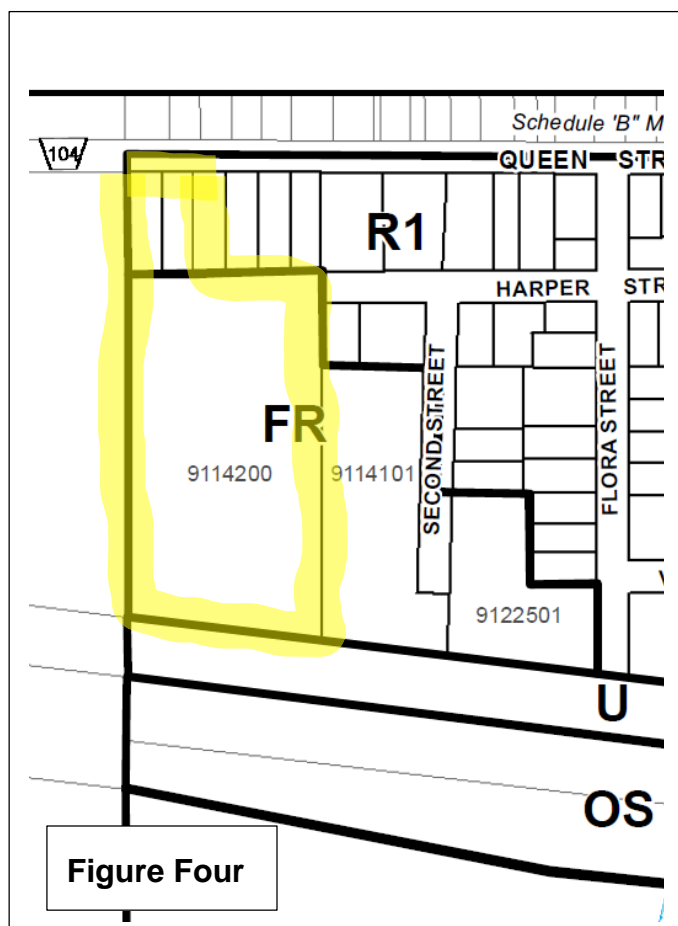
Therefore, this proposal conforms to the OP.



Municipality of West Elgin Comprehensive Zoning By-law 2015-36 (ZBL):

The proposed severed parcel is within two separate zones Future Residential Zone (FR) and Residential First Density (R1) on Schedule B, Map 3 (Figure Four) of the ZBL. The proposed retained parcel is zoned Cemetery (C) on Schedule A, Map 46 Figure Five) of the ZBL.

The FR Zone will only permit the continuation of the existing use. Once a development plan is prepared a zoning amendment would be necessary to permit eventual development of the lands for residential use. The portion of the severed parcel within the R1 zone does permit development of a single detached dwelling however this would impact the development of the larger parcel and is not the intent of the prospective purchaser. The severance does not require any change or adjustment of the current zoning on the affected lands. Therefore, the proposal would comply with the ZBL.



Interdepartmental Comments:

The severance application was circulated to municipal staff for comment. As the lands are planned for future development there are no concerns with the initial step to sever the parcel away from the retained cemetery. More detailed review and comment will be forthcoming once the final development plans are completed for submission.

Summary:

It is the Planner's opinion that the proposed lot creation consent, is consistent with the PPS, conforms to the CEOP and conforms to the OP, complies with the ZBL; and that Council recommends to the County of Elgin that the consent be approved, subject to the lower-tier municipal conditions listed in this report.

The County of Elgin, as the Planning Approval Authority, will have to review the application accordingly against the planning documents (PPS, CEOP, OP and ZBL) and obtain comments from the other agencies and members of the public through the public consultation process, as part of their decision-making on the planning application.

Prepared by:



Robert Brown, H. Ba, MCIP, RPP
Planner
Municipality of West Elgin

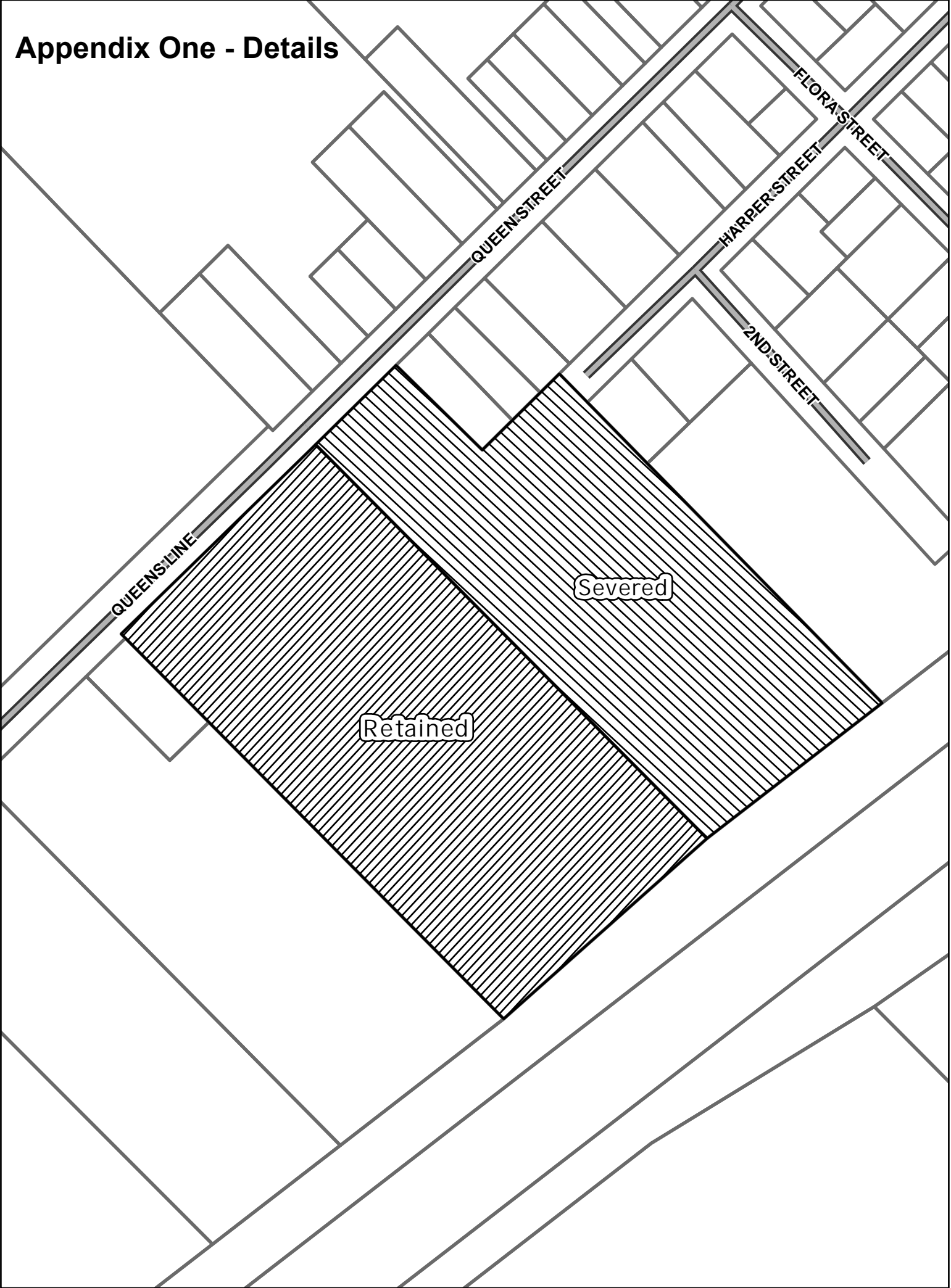
Report Approval Details

| | |
|----------------------|--|
| Document Title: | Severance Application E78-22 - Comments to Elgin County - 2022-39-Planning.docx |
| Attachments: | <ul style="list-style-type: none">- Planning Report 2022-39 Appendix One - Detail.pdf- Planning Report 2022-39 Appendix Two - Comments to the County of Elgin.pdf- BAO correspondence – Appendix Three |
| Final Approval Date: | October 6, 2022 |

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

Jana Nethercott

Appendix One - Details



Location Map



Subject Site: 14508 Putnam Road
File Number: E 77-2022
Owner: Michael Brown and Julianne Cronheimer-Brown
Planner: Unknown
CA: Catfish Creek Conservation Authority
Created By: PC
Date: 09/07/2022
Township of Malahide

- Legend
- Subject Site
 - Severed
 - Retained
 - Elgin Road Network
 - Buildings

Planning Report 2022-39: Severance Report E78-22 –
Comments to the County of Elgin

Appendix Two: Severance Application E78-22 Conditions

Severance Application E78-22 Conditions:

1. That the Applicant meet all the requirements, financial and otherwise of the Municipality, to the satisfaction and clearance of the Municipality.
2. That the Applicant provides a description of the lands to be severed which can be registered in the Land Registry Office, to the satisfaction and clearance of the Municipality.
3. That the Applicant's Solicitor provides an undertaking to the Municipality, to provide a copy of the registered deed for the severed parcel once the transaction has occurred to the Municipality.
4. That the Applicant have a drainage reapportionment completed (if required) pursuant to the *Drainage Act*, to the satisfaction and clearance of the Municipality.
5. That prior to final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
6. That all conditions noted above shall be fulfilled within two years of the Notice of Decision, so that the County of Elgin is authorized to issue the Certificate of Consent pursuant to Section 53(42) of the *Planning Act*.

Appendix Three

RE CC-2022 - Rodney Cemetery - CM-00506 - Rodney, Ontario - Adjacent Properties

Ray Parrill <ray.porrill@thebao.ca>

Mon 2022-08-08 3:01 PM

To: Bill Denning <bill@dennings.ca>

Cc: Martin Joldersma <martinjoldersmalawoffice@yahoo.ca>; Daniel McKillop <danmckillop2012@hotmail.ca>

Hi, Bill.

I remember the conversation.

My research confirmed the original cemetery was registered with the Cemeteries Unit in 1993. Additional land was purchased on speculation to be added to the cemetery at a later date but there is no record that this additional land was ever officially attached or registered with the Bereavement Authority of Ontario. My research shows no consent to increase the capacity of the cemetery was ever issued.




This land was never registered or used as cemetery land. No closure is required.

Best Regards,

Ray **Porrill** | **licensing Officer**

Bereavement Authority of Ontario | 100 Sheppard Av. East, Suite 505 | Toronto, Ontario, M2N 6N5

T: 647.933.6463 | F: 647-748-2645

www.thebao.ca |   

BAO

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Authority of
Ontario**

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Authority of
Ontario**

This message may contain confidential and/or privileged information. If you are not the addressee or authorized to receive this for the addressee, you must not use, copy, disclose, or take any action based on this message or any information herein. If you have received this message in error, please advise the sender immediately by reply email and delete this message. Thank you for your cooperation.

From: Bill Denning <bill@dennings.ca>

Sent: Monday, August 8, 2022 9:41 AM

To: Ray Parrill <ray.porrill@thebao.ca>

Cc: Martin Joldersma <martinjoldersmalawoffice@yahoo.ca>; Daniel McKillop <danmcki11op2012@hotmail.ca>

Subject: Fw: CC-2022 - Rodney Cemetery- CM-00506 - Rodney, Ontario - Adjacent Properties

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST

Hi Ray!

I trust you are doing well!

Regarding the below correspondence, I was hoping to get your take on this.

In summary:

Rodney Cemetery purchased adjacent 7 acres in 2007. Parcel remained separate tax roll number and taxes have been paid on this parcel.

We have completed a needs assessment and determined that the over 2 acres of vacant land we possess (separate from 7 acres) meets the needs of the community for many generations.

I believe what I require to move forward with this land sale is a statement from the Bereavement Authority of Ontario that this land sale does not constitute a "cemetery closure" as the land was never used as cemetery, only owned by cemetery.

I welcome your thoughts!

Bill

Bill Denning
Funeral Director
bill@denning.ca
www.denning.ca



Staff Report

Report To: Council Meeting

From: Jana Nethercott, Clerk

Date: 2022-10-06

Subject: Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman

Recommendation:

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

That West Elgin Council hereby _____.

Purpose:

The purpose of this report is to provide Council with information on their options for the appointment of an Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman.

Background:

The Municipality received information in June 2022 that our current provider of Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman, Independent Resolutions Inc., was no longer going to be providing these services. As we had partnered with the County of Elgin for these services, the County issued a joint RFP which included all local municipal partners, except Aylmer and included the City of St Thomas. This RFP allowed each municipality to cross appoint the same firm under separate agreement.

Three proposals were received from proponents and the Evaluation Committee met in September to review the three proposals. Then the Evaluation Committee eventually selected Aird & Berlis LLP as the highest scoring qualified proposal. The County of Elgin appointed Aird & Berlis as their new Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman in September and provided the information to all local municipal partners so that each Council can make their own determination. Proposal from Aird & Berlis is attached.

Highlights of the Proposal from Aird & Berlis

The hourly rate for services varies depending on the individual staff member that is performing the work. The average rate proposed for the new contract term is \$489.75 per hour, with the average being formulated based on percentage allocation of work among staff members based on past experience and projections. This hourly rate is fixed for the two-year term. Disbursements and travel costs are extra should on-site services be required.

The quantity of Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman hours utilized is contingent upon the number of complaints received, therefore it is not possible to

predict the precise cost on an annual basis. In the past the County of Elgin covered a retainer cost associated with Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman services for all local municipal partners (\$20,375). This current proposal does not have a retainer and therefore the County of Elgin is no longer covering any costs associated with these services. The County of Elgin is suggesting each municipality budget \$3,000 to \$5,000 annually.

There are other options that Council needs to be aware of. The Ontario Ombudsman can act as the Closed Meeting Investigator and Municipal Ombudsman for public complaints. Municipalities are required to appoint an Integrity Commissioner that reports directly to Municipal Council as per Section 223.3 and there is no cost for these services.

Explanation of the Three Roles

Integrity Commissioner: The Integrity Commissioner is required by Section 223.3 of the Municipal Act. This person must be an independent body performing the functions of:

- Application of the Code of Conduct for members of Council and Municipal Boards
- Application of the procedures, rules and policies of the Municipality governing the ethical behaviour of members of Council and Municipal Boards
- Application of the *Municipal Conflict of Interest Act* relating to disclosure and exerting influence of members of Council and Municipal Boards
- Requests from members of Council or Municipal Boards for advice respecting their obligations under the code of conduct
- Requests from members of Council or Municipal Boards for advice under procedural, rule of policy that govern the ethical behaviour of members
- Requests from members of Council or Municipal Boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*
- Provision of educational information to members of Council, Municipal Boards, General Public about the municipality's code of conduct for members of Council.

****Ontario Ombudsman cannot act as Integrity Commissioner due to the fact that they investigate complaints against Integrity Commissioners.**

Closed Meeting Investigator: The Closed Meeting Investigator is required by Section 239.2 of the *Municipal Act*. This section authorizes the Municipality to appoint an investigator who has the function to investigate in an independent manner, on a complaint made to them by any person, whether the municipality or municipal board has complied with section 239 or a procedural by-law in respect of a meeting or part of a meeting that was closed to the public. If a municipality does not appoint someone, the Ontario Ombudsman is the default investigator.

Municipal Ombudsman: The Municipal Ombudsman is required by Section 223.13 of the *Municipal Act*. This section authorizes the Municipality to appoint an Ombudsman whose function it is to investigate any decision or recommendation made or act done or omitted in the course of administration of the municipality, its local boards and such municipally controlled corporations. . If a municipality does not appoint someone, the Ontario Ombudsman is the default investigator.

Council has the following options:

1. Approve the RFP of Aird & Berlis for all services and pass a resolution approving entering into a 2-year contract and later pass a by-law to adopt the contract (when its provided)

2. Approve using Aird & Berlis for ONLY Integrity Commissioner and use the Ontario Ombudsman for the other services
3. Direct staff to Issue an RFP for Integrity Commissioner and use the Ontario Ombudsman for the other services.

Across the County, each municipality is making its own decision, there is a mix between the ones just going with Aird & Berlis and those choosing to utilize the Ontario Ombudsman for some of the services.

Staff are recommending Option number 2 as it is difficult to predict the total cost required for the Integrity commissioner in the first year of a new term of Council with the possibility of majority of new Councillors, who make seek advise on conflict of interest. In the past this advise was at no charge to the Municipality as it was part of the retainer fee paid for by the County of Elgin and staff don't want a new Councilor worried about the budget when asking for advice that only an IC can provide. It is hoped that by removing the costs for Closed Meeting investigations and Ombudsman complaints West Elgin can keep their costs down.



The County of Elgin



Additional Document – Pricing Breakdown and Additional Financial Information

Prepared by:

John Mascarin

Partner

Aird & Berlis LLP

Brookfield Place, 181 Bay Street, Suite 1800

Toronto, Ontario M5J 2T9

T 416.865.7721 F 416.863.1515

jmascarin@airdberlis.com

Prepared for:

Mike Hoogstra, CPPB

Purchasing Coordinator

County of Elgin

450 Sunset Drive, 2nd Floor

St. Thomas, Ontario N5R 5V1

T 519.631.1460 Ext. 129

mhoogstra@elgin-county.on.ca

August 26, 2022



1. Confidentiality

The information set out in this document is expressly supplied in confidence. We expressly do not consent to the disclosure or dissemination of any of this information which is strictly confidential. This information is third party information under section 10 of the *Municipal Freedom of Information and Protection of Privacy Act*.

2. Breakdown of Effective Hourly Rates

The hourly rates set out in the online price forms are based on the effective hourly rates of \$489.75 for Integrity Commissioner and Municipal Ombudsman services and \$487.50 for Closed Meeting Investigator Services, which were calculated using the estimated allocations of work set out below. Actual work done by individual lawyers will be billed at the rates below.

| Integrity Commissioner and Municipal Ombudsman Services | | |
|---|-------------|-----------------------|
| Timekeeper | Hourly Rate | Percentage Allocation |
| John Mascarin , Partner | \$795.00 | 10% |
| Meghan Cowan , Partner | \$550.00 | 15% |
| Paula Boutis , Counsel | \$495.00 | 10% |
| Laura Dean , Partner | \$495.00 | 10% |
| Meaghan Barrett , Associate | \$475.00 | 10% |
| Daria Peregoudova , Associate | \$450.00 | 20% |
| John Pappas , Associate | \$365.00 | 25% |

| Closed Meeting Investigator Services | | |
|--------------------------------------|-------------|-----------------------|
| Timekeeper | Hourly Rate | Percentage Allocation |
| John Mascarin , Partner | \$795.00 | 10% |
| Paula Boutis , Counsel | \$495.00 | 15% |
| Laura Dean , Partner | \$495.00 | 25% |
| Meaghan Barrett , Associate | \$475.00 | 25% |
| John Pappas , Associate | \$365.00 | 25% |

In our experience with numerous similar mandates, the foregoing work allocation is an accurate estimate for how work will be divided. Having a deep team ensures that work is always done by the lowest net-cost resource. John Mascarin will retain overall responsibility for all work and will be the primary contact for all mandates.

(i) Daily Rates for Training

Daily rates for training are dependent upon the professional providing the education session.

(ii) Additional Costs

Our rates do not include applicable taxes or disbursements.

Disbursements include printing and photocopying at \$0.25/page and mileage at \$0.58/kilometre. Filing, courier, parking, accommodation and other such costs will be included in our detailed invoice at the actual amount paid to a third party.

When acting as Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman for local governments, we bill at our hourly rates for travel time to and from meetings and interviews. All of our services can be provided remotely.

(iii) Annual Retainer

Aird & Berlis does not charge a retainer for the mere privilege of appointment.

(iv) Alternative Fee Schedule

Aird & Berlis typically charges on an individual hourly basis for Integrity Commissioner, Closed Meeting Investigation and Municipal Ombudsman work.

(v) Note

In our view, the lowest hourly rate does not necessarily provide the best value or result in the most cost-effective provision of services and advice. As a result of our service model and our accumulated expertise, we believe we are able to provide the services of highly-skilled practitioners in a more efficient and cost-effective manner than other law firms or practitioners. It is not in a municipality's best interest to select a proponent with a low hourly rate only to have them expend exponentially more time to complete tasks.

From: [Jana Nethercott](#)
To: [Jana Nethercott](#)
Subject: FW: Seeking Feedback from Municipalities re IESO Long Term RFP process
Date: September 28, 2022 4:02:23 PM
Attachments: [ltrfp-community-20220920-feedback-form.docx](#)

From: **IESO Engagement** <engagement@ieso.ca>
Date: Tue, Sep 27, 2022 at 2:37 PM
Subject: Seeking Feedback from Municipalities re IESO Long Term RFP process
To: IESO Engagement <engagement@ieso.ca>

Thank you for registering for the IESO's September 20 Long-Term RFP Community Engagement webinar about meeting Ontario's long-term electricity needs. The presentation recording and all materials are now available on the Long Term Request for Proposals community engagement [webpage](#) along with a [Feedback Form](#) to provide your comments/input on the materials presented during the webinar.

The IESO invites feedback/comments from municipalities on pertinent details of the draft Expedited LT1- RFP procurement documents which are now available on the IESO's Long-Term RFP and Expedited Process [webpage](#). In particular, feedback from municipalities is invited on the following two draft Prescribed Forms:

- [“Draft E-LT1 Prescribed Form: Community Engagement Requirements”](#)
- [“Draft E-LT1 Prescribed Form: Rated Criteria Evidence of Municipal Support](#)

Please submit your comments to engagement@ieso.ca using the Feedback Form attached and available [online](#) by **October 7**.

Your input is important to us to inform the next steps in this important initiative. A summary of the feedback along with IESO responses will be posted on the engagement webpage in due course.

Thank you,
IESO Engagement

This e-mail message and any files transmitted with it are intended only for the named recipient(s) above and may contain information that is privileged, confidential and/or exempt from disclosure under applicable law. If you are not the intended recipient(s), any dissemination, distribution or copying of this e-mail message or any files transmitted with it is strictly prohibited. If you have received this message in error, or are not the named recipient(s), please notify the sender immediately and delete this e-mail message.

Feedback Form

Long-Term RFP Community Engagement: September 20, 2022

Feedback Provided by:

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Organization: Click or tap here to enter text.

Email: Click or tap here to enter text.

Date: Click or tap here to enter text.

To promote transparency, feedback submitted will be posted on the Long-Term RFP Community Engagement Webpage unless otherwise requested by the sender.

Following the Long-Term RFP Community Engagement discussion session held on September 20, 2022, the Independent Electricity System Operator (IESO) is seeking feedback as outlined during the presentation from municipalities. A copy of the presentation as well as a recording of the session that includes an overview of the feedback request, can be accessed from the [engagement webpage](#).

Please submit feedback to engagement@ieso.ca by October 7, 2022. If you wish to provide confidential feedback, please submit as a separate document, marked "Confidential". Otherwise, to promote transparency, feedback that is not marked "Confidential" will be posted on the engagement webpage.

Proposed Community Engagement Requirements

| Topic | Feedback |
|---|----------|
| <p>Are there any suggested modifications to be considered in the draft Community Engagement Requirements – which can be found in the “Draft E-LT1 Prescribed Form: Community Engagement Requirements”? This document, along with all the other draft prescribed forms are now available on the IESO’s Long-Term RFP and Expedited Process webpage. Please refer to slide 14 of the September 20 presentation for more details.</p> <p>Does this approach present any opportunities or challenges to municipalities?</p> | |

Proposed Municipal Council Support Resolution

| Topic | Feedback |
|--|----------|
| <p>Are there any updates or modifications to be considered in the draft Municipal Council Support Resolution – which can be found in the “Draft E-LT1 Prescribed Form: Evidence of Municipal Support”? This document, along with all the other draft prescribed forms are now available on the IESO’s Long-Term RFP and Expedited Process webpage. Please refer to slides 12, 13 of the September 20 presentation for more details.</p> <p>Does this approach present any opportunities or challenges to municipalities?</p> <p>How does the timing and concept of a support resolution align with other existing municipal decision-making processes?</p> | |

Guidance Materials for Municipalities

| Topic | Feedback |
|---|----------|
| <p>What other specific information can the IESO include in the guidance municipalities may require? Please refer to slides 20 - 23 of the September 20 presentation for more details.</p> <p>How can this information be best delivered to municipal audiences?</p> <p>What information do municipalities need as they process requests from proponents and/or inform constituents within your communities?</p> | |

General Comments/Feedback:



MUNICIPALITY OF **West Elgin**

The Corporation Of The Municipality Of West Elgin

By-Law No. 2022-63

Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on October 6, 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 October 6, 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 6th day of October, 2022.

Duncan McPhail
Mayor

Jana Nethercott
Clerk