



Municipality of West Elgin

Agenda

Council Meeting

Date: October 20 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. Court of Revision

Recommendation:

That Council proceed into Court of Revision at _____ a.m. under Section 46 of the *Drainage Act*.

5. Adoption of Minutes

Recommendation:

That the Minutes of the Council meeting on October 6, 2022 be adopted as circulated and printed.

6. Business Arising from Minutes

7. Consent Agenda

Recommendation:

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

7.1. Monthly Staff Reports

7.1.1. Building Monthly Report - September 12

7.1.2. Fire Monthly Report - September 14

7.1.3. Administration Monthly Report - September 17

7.1.4. Operations & Community Service Monthly Report - September 23

7.2. Communications from Other Municipalities

7.2.1. Elgin County Council Highlights - Oct 11, 2022 26

7.2.2. Parry Sound - Resolution Supporting Health Care Connect for
Armed Forces 31

7.2.3. East Ferris - Child Care Resolution 33

7.3. Procurement Items within Budget

7.4. Other Items

7.4.1. Ministry of the Solicitor General - Update on Community Safety
and Policing Act 36

8. Staff Reports

8.1. Operations & Community Services

8.2. Finance/Administration

9. Committee and Board Report

9.1. Councillor Reports from Committees

9.2. West Elgin Community Centre Board of Management - Minutes of
September 14 38

10. Consideration of Items Requiring Discussion

10.1. West Lorne Santa Claus Parade

42

Recommendation:

That West Elgin Council hereby supports the closure of Main Street between Ridge Street and Graham Road, between Jane St and Chestnut Streets on November 26, 2022 from 5:30 pm to 7:00 pm, for the West Lorne Santa Claus Parade.

11. Council Inquires/Announcements

11.1. Notice of Motion

11.2. Statements/Inquires by Councillors

11.3. Matters of Urgency

12. By-Laws

12.1. By-Law 2022-59 - Third and Final Reading of McKenzie Drain

43

Recommendation:

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 third and final time

13. Closed Session

Recommendation:

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at _____ a.m. under Section 239(2)(b) in order to give consideration to items pertaining to personal matters about identifiable individual(s) including municipal or local board employee(s).

14. Report from Closed Session

15. Confirming By-Law

61

Recommendation:

That By-law 2022-64 being a By-law to confirm the proceeding of the Regular Meeting of Council held on October 20, 2022, be read a first, second and third and final time.

16. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____
to meet again at 9:30 a.m. on November 10, 2022 or at the call of the Chair.



Municipality of West Elgin

Minutes

Council Meeting

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

Present:
Mayor D. McPhail
Deputy Mayor R. Leatham
Councillor T. Tellier
Councillor A. Cammaert
Councillor B. Rowe

Staff Present:
M. Badura, CAO/ Treasurer
J. Nethercott, Clerk
L. Gosnell, Manager of Operations & Community Services
Robert Brown, Planner

This meeting was held in a hybrid format.

1. Call to Order

Mayor Duncan McPhail called the meeting to order at 9:30 a.m.

2. Adoption of Agenda

Resolution No. 2022- 346

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby adopts the amended Agenda, with the removal of Item #12 Closed Session.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Adoption of Minutes

Resolution No. 2022- 347

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That the Minutes of the Council meeting on September 22, 2022 be adopted with the amendment to item 9.5.1.

Carried

5. Business Arising from Minutes

None

6. Consent Agenda

Resolution No. 2022- 348

Moved: Councillor Rowe

Seconded: Councillor Tellier

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

Carried

6.1 Communications from Other Municipalities

6.1.1 Elgin County Council Highlights - September 27

6.2 Other Items

6.2.1 Communication - Minister of Municipal Affairs and Housing

**6.2.2 Elgin Business Resource Centre - Information on Sponsoring
The Pitch**

6.2.3 Correspondence - Office of the Chief Veterinarian of Ontario

6.2.4 Redistribution of Federal Electoral Districts

7. Staff Reports

7.1 Planning

7.1.1 R. Brown, Planner Severance Application E72-22 – 22202Douglas Line (Planning Report 2022-36)

Resolution No. 2022- 349

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

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 amended 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

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

Resolution No. 2022- 350

Moved: Councillor Rowe

Seconded: Councillor Cammaert

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.

Carried

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

Resolution No. 2022- 351

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

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.

Carried

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

Resolution No. 2022- 352

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

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.

Carried

7.2 Clerk's

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

Resolution No. 2022- 353

Moved: Councillor Tellier

Seconded: Councillor Cammaert

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 approves using Aird & Berlis for Integrity Commissioner Services and the use of Ontario Ombudsman Office for Closed Meeting Investigator and Municipal Ombudsman.

Carried

8. Committee and Board Report

8.1 Councillor Reports from Committees

Deputy Mayor Leatham reported that he attended the Lower Thames Valley District Conservation Authority hearings last week. He also reported that the Heritage Homes Annual General Meeting is October 24.

9. Consideration of Items Requiring Discussion

9.1 IESO Feedback

Resolution No. 2022- 354

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby directs staff to submit the following comments to the Independent Electricity System Operator (IESO) re Long-Term RFP Community Engagement:

Whereas in 2018, when the Green Energy Act was repealed by the current Provincial Government, the purpose of repealing the act was stated by then Energy Minister Rickford as “....restoring planning decisions to Municipalities, ensuring local voices have the final say on energy projects in their communities”.

And Whereas in follow-up to this change in the Green Energy act, as the Municipality of West Elgin revises its Official Plan, we are taking steps to clarify our stance on renewable energy installations within our community.

And Whereas the Municipality of West Elgin currently has an interim control bylaw in place to put a hold on any renewable energy projects, until our Official Plan research and revisions are complete.

Now Therefore it must be clear in the IESO guidance documents that a Support Resolution from the Municipality where the development is proposed, is a mandatory requirement to be awarded a contract.

And Furthermore local planning decisions must be adhered to, for any potential energy development to be successful. The guidance documents are not clear whether a Municipal Support Resolution is mandatory for a contract to be awarded.

And Furthermore Local Indigenous communities, that is those whose Treaty Lands a development is being proposed, must be consulted and must be in support of the development. Indigenous Financial Support from communities located hundreds of kilometers away, is not acceptable.

And that this resolution be sent to MP Rob Flack.

Carried

10. Waiver of Fee Requests

10.1 Rodney Horticultural Society

Resolution No. 2022- 355

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby approves 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.

Carried

11. Council Inquires/Announcements

11.1 Notice of Motion

None.

11.2 Statements/Inquires by Councillors

Councillor Cammaert reported that she had inquires about the Day Care Centre at the Catholic School in West Lorne and she looked at the Minutes from the Catholic School Board Minutes and it was reported that they are required to submit for more capital funding and that they are working on an agreement with the Municipality.

11. Council Inquires/Announcements

11.3 Matters of Urgency

None.

12. Confirming By-Law

Resolution No. 2022- 356

Moved: Councillor Tellier

Seconded: Councillor Cammaert

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.

Carried

13. Adjournment

Resolution No. 2022- 357

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That the Council of the Municipality of West Elgin hereby adjourn at 10:12 a.m. to meet again at 9:30 a.m. on October 20, 2022 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk



Staff Report

Report To: Council Meeting
From: Jackie Morgan-Beunen, CBO
Date: 2022-10-20
Subject: Building Activity Report September 2022

Recommendation:

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

Purpose:

The purpose of this report is to provide Council with information regarding the type of permits issued between September 1st to 30th, 2022 in West Elgin, as well as the permit value and permit fees collected.

Background:

Time allocation was spent on new applications, plans examinations, correspondence and inspections,

- Total Number of Building Permits Issued in the month of September: **8**
- Total Number of those being Demolition Permits issued: **0**
- Number of New Residence Building Permits within: **1**

Summary of Permits issued Year-To-Date:

- 2022: Number of Permits Issued to end of September: **76**
- 2021: Number of Permits Issued to end of September: **92**
- 2022: Total Construction Value to end of September: **\$7,699,438.00**
- 2021: Total Construction Value to end of September: **\$8,659,950.00**
- 2022: Total Permit Fees to end of September: **\$57,751.66**
- 2021: Total Permit Fees to end of September: **\$45,095.53**

Financial Implications:

There are no financial implications associated with this report.

Report Approval Details

Document Title:	Building Activity Report September 2022 - 2022-11-Building.docx
Attachments:	
Final Approval Date:	Oct 7, 2022

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

Jana Nethercott



Staff Report

Report To: Council Meeting
From: Jeff McArthur, Fire Chief
Date: 2022-10-20
Report: 2022-14
Subject: Monthly Report – September 2022

Recommendation:

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

Purpose:

To provide Council with an update on fire department activities in the month of September 2022.

Background:

Emergency Responses

Fire	1	Porch on trailer
MVC	2	1 rollover, 1 off road vehicle
Alarms Sounding	1	1 residential
Other	3	Medical assist, hydro wires down, burn complaint
TOTAL	7	

Training & Meetings

Department topics in September included incident review, water supply and SCBA.

Rodney Station #1 is hosting two NFPA 1072 Hazardous Material Operations courses this fall, through the Elgin-Middlesex Regional Fire School and the Ontario Fire College.

Fire Prevention

An auto extrication demonstration was conducted at the Rodney Fair.

Fire Prevention Week is October 9-15. This year's theme is 'Fire won't wait. Plan your escape.' WEFD is hosting an Open House at Station #2 on Friday, October 21st from 6pm-9pm with prevention and recruitment information available, along with pumpkin carving.

Other Activities/Information

Firefighter recruitment is underway for both stations. Recruits requiring NFPA 1001 Certification will start this fall and begin the Elgin-Middlesex Course in January.

Staff have completed a survey from the Fire Marshal's Public Safety Council regarding fund allocation to assist with Firefighter Certification. Any grant funding received will assist with educational materials.

A tanker replacement committee, ideally consisting of a blend of officers and firefighters from both stations, is being assembled. The goal of the committee will be to bring recommendations to Council regarding the tanker replacement needs of the fire department.

A draft automatic aid agreement for WEFD's response area south of Wardsville has been sent to Southwest Middlesex Fire for review.

Financial Implications:

There are no financial implications associated with this report.

Report Approval Details

Document Title:	Monthly Activity Report - September 2022 - 2022-14-Fire.docx
Attachments:	
Final Approval Date:	Oct 18, 2022

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

Jana Nethercott



Staff Report

Report To: Council Meeting
From: Magda Badura, CAO/Treasurer & Jana Nethercott, Clerk
Date: 2022-10-20
Subject: Administration Activity Report – September 2022

Recommendation:

That West Elgin Council hereby receives the report from Administration re: Administration Activity Report for September 2022

Purpose:

The purpose of this report is to provide Council with an update on the activities of the Administration staff for September 2022

Municipal Office Operations:

Tax bills were mailed out on September 1, 2022, with the due date of September 30, 2022.

Reports were prepared and submitted for the Modernization Grants – Intake 2 and 3. The report for Intake 2 was the final report on the projects assigned (asset management software and payroll software) and Intake 3 was the preliminary report on the projects (Laserfiche software and automation of routine business processes).

Clerk attended a presentation from the London Humane Society on their submission for Animal Control Services, to the joint procurement process. In a subsequent meeting detailed information was provided on the services that West Elgin requires, mainly pound keeping as animal control and investigations are being handled by the current by-law enforcement officers.

Finance staff worked with Ricoh on the second phase of the Accounts Payable workflow for the final approvals of the payment registers. This new work flow will be operational in October and will fully automate the accounts payable system from beginning to end.

Staff have been busy scanning documents, adding metadata and adding this to Laserfiche data management system. The digitization of files is progressing steadily.

CAO/Treasurer and other staff met with the leader of the Youth Task Team to see about coordinating initiatives with the Youth Task Team and to see if any members were interested in being trained to lead instructional programs for the municipality.

Staff worked with Dutton Dunwich to prepare and host the National Day for Truth and Reconciliation commemoration at 1 pm on September 30th.

Election:

Early September was all about Voter List management and getting the list as good as we could prior to the preparation of the Voter Information Letters. Letters were mailed out the last week of September, with many not getting letters due to all voting areas being acclaimed.

Voter's list were prepared for candidates that wished to receive them along with certificates of maximum expenses for all candidates.

Staff have been working on preparing the orientation binder and presentations for the incoming council.

Vital Statistics:

Registered Deaths – 25

Marriage Licenses – 3

Marriage Ceremonies Performed – 0

Service Ontario:

Month	Total Served	Capacity Percentage
September	187	55%

The first two weeks of September Service Ontario operated at 115% capacity and these number can be contributed to the push by the province to get people to renew their licence plates.

Service Requests (CityWide):

Attached please find a summary of Open and Closed Calls for the month of September. All Open requests are either waiting for parts to complete the job or require more follow up. There is an additional report that list the Total Service Requests worked on with in.

New Service Requests in September 2022

Table 1 of 1

Name	Service Requests Count
Animal Control Complaint	5
By-law/Property Standards Complaint	5
By-law/Property Standards Inquiry	1
Grass Cutting - Parks	1
Catch Basins	1
Dead Animal	1
Potholes	3
Public Works - General	5
Sidewalk - General	1
Sign - Maintenance	2
Streetlight - Maintenance	1
Trees - General	1
Water - General	1
Water Quality	3
Cumulative Total	31

Open Service Requests as of September 30, 2022

Table 1 of 1

Name	Service Requests Count
Administration - General	4
Building Permit - General	1
Fencing Permit	1
By-law/Property Standards Complaint	7
By-law/Property Standards Inquiry	1
Municipal Drain Concern	2
Municipal Drain Inquiry	1
Sign - Request for New	1
Stormwater	1
Streetlight - Maintenance	1
Water - General	1
Water Meter	1
Meter Inspection	1
Cumulative Total	23

Ongoing Service Requests Dealt With

Table 1 of 1

Name	Service Requests Count
Animal Control Complaint	3
By-law/Property Standards Complaint	4
Grass Cutting - Parks	1
Catch Basins	1
Dead Animal	1
Public Works - General	3
Streetlight - Maintenance	1
Cumulative Total	14

Service Requests Closed in September 2022

Table 1 of 1

Name	Service Requests Count
Animal Control Complaint	3
By-law/Property Standards Complaint	4
Grass Cutting - Parks	1
Catch Basins	1
Dead Animal	1
Public Works - General	3
Cumulative Total	13



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2022-10-20

Subject: Monthly Operations Update – September 2022

Recommendation:

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

Purpose:

The purpose of this report is to provide Council with an update on operations conducted withing the municipality during the month of September

Background:

Public Works

- Crew completed a large tree removal on Queen Street in Rodney in conjunction with Hydro One.
- Roadside mowing is winding down for the season and should wrap up in early October.
- Staff completed rehabilitation operations at Kearns Pit in advance of the fall inspection and compliance assessment reports.
- Municipal crews, in conjunction with Spence Construction, replace a large culvert under Fleming Line between Blacks Road and Furnival Road.
- Road improvements near 26400 Carroll Line were completed, including reshaping of roadside ditches to allow for proper shoulders, new entrance pipes to facilitate proper drainage and addition of granular material to the driving surface.
- Marsh Line resurfacing (Kerr Rd to Graham Rd) was completed in September. Municipal staff finished the preparation, which included new drainage, addition of granular material and compaction, in advance of Duncor applying the new surface treatment.
- Vandenberg Construction started capital work on Blacks Road during the last week of September. Blacks Road between McLean Line and Hoskins Line will be closed until December to facilitate the replacement of Bridge 6 at McDougall Line and Culvert 6 at Kintyre Line.
- Operators assisted utilities staff with a sewer repair on Elm Street in West Lorne
- Catch basin adjustments were completed on Fourth Street in Rodney to accommodate driveway upgrades.

Parks and Recreation

- Staff assisted Hollandia Pools with closure and winterization of the Rodney pool during the first week of September.

- Arena operations started at the beginning of the month with compressor start up and ice making. Skating began on September 19, with most seasonal users starting right away, and the balance of groups will begin in October. On a positive note, ice rental is up this year over last, and public skating sessions for the whole season have now been sponsored by local community groups and businesses.
- Staff worked in conjunction with the Rodney Fair Board to help put this years' fall fair. This included preparing the Rec Centre and grounds, organizing required items such as lights and bleachers, and placement of a garbage bin for trash.
- Hanging baskets were taken down in late September and flowers/soil removed. Baskets will be delivered to Ross Nursery in Chatham for re-use next year, as this provides savings. Flower type and colour has been chosen for 2023 and hanging baskets have been order for all decorative lights in downtown Rodney and West Lorne.
- Regular cleaning of washrooms in Miler Park and the Marina continues throughout the month.

Utilities

- Staff dealt with a plugged sewer lateral on Elm Street in West Lorne. This turned into a major undertaking as the cleanout, which should be at property line, could not be found. Public works staff assisted by excavating in the front yard to investigate the issue. It was determined that a proper cleanout had not been installed when the home was built. The blockage was removed, and a new cleanout was placed at property line before backfilling was completed.
- Locates continue to be steady with the nice fall weather.
- Meter reading was completed in September and repair work, including meter changes, and re-read issues, continued.
- Staff also dealt with a minor service leak in West Lorne and completed multiple turn-offs/turn-ons as requested.

Report Approval Details

Document Title:	Monthly Operations Update - September 2022 - 2022-65-Operations Community Services.docx
Attachments:	
Final Approval Date:	Oct 18, 2022

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

Jana Nethercott

Elgin County Council Highlights



Council Receives Year-End Update for Terrace Lodge Redevelopment

Councillor Bob Purcell, Chair of the Terrace Lodge Redevelopment Committee, provided County Council with a progress report on the redevelopment of Terrace Lodge. Despite setbacks including carpenters' union strike action, painters and allied trades strike action, and a COVID-19 outbreak in the Home, the Committee is pleased to report that phase one of the addition is anticipated to be completed by the end of 2022. A detailed summary of the construction progress achieved in 2022 can be found in the report included in the October 11, 2022, Council Agenda package.

In this Issue

- Council Receives Year-End Update for Terrace Lodge Redevelopment
- Council Approves Amendment No. 2 to the Township of Southwold Official Plan
- Council Receives Elgin Middlesex Regional Fire School Update Report
- Council Approves Amendments to Long-Term Care Homes' COVID-19 Policies

Terrace Lodge Redevelopment Photos

New Addition – August 2022



New Resident Rooms – August 2022



Council Approves Amendment No. 2 to the Township of Southwold Official Plan

Township of Southwold administration, on behalf of the owners of the subject lands, initiated an amendment to the Township's Official Plan (OP) to re-designate the subject lands from Agricultural to Residential, and to concurrently bring the parcel into the North 2 Port Stanley Settlement Area, described on Schedule 4D of the OP, to correct a mapping error introduced upon adoption of the new Township OP.

In the former Township OP, the subject lands were located within the North Port Stanley Settlement Area, designated Residential, and contained Woodlands and Hazard Lands overlays. The new OP introduced an unintended error wherein the lands were removed from the North Port Stanley Settlement Area and designated Agricultural Area on Schedule '4' Southwold Land Use. The subject lands are currently zoned Settlement Reserve (SR) and are subject to the Natural Area and Adjacent Lands constraint and Conservation Authority Development Regulations.

The lands currently contain an existing single-detached dwelling constructed in the last two years, and the owners intended to further develop the lands for low-density residential purposes in the future; however, the mapping error would restrict the owners' ability to do so unless rectified. The Township of Southwold has therefore undertaken the proposed amendment to revert the lands back to their original designations and address the error.

County Council approved the amendment as it is consistent with the Provincial Policy Statement 202 and conforms to the County of Elgin Official Plan.



Council Receives Elgin Middlesex Regional Fire School Update Report

The Elgin Middlesex Regional Fire School (EMRFS) provides local firefighters with the opportunity to receive National Fire Protection Association (NFPA) training. As of August 2022, the EMRFS has offered 21 NFPA – compliant courses and certification exams, including a comprehensive 16-week blended recruit training program with 86 recruit firefighters. The EMRFS operates on a cost recovery basis for Elgin County Local Municipal Partners, with additional fees charged to participants outside of Elgin and Middlesex Counties. The ability to offer this training in Elgin County reduces the burden on local firefighters and supports a standardized level of training across departments. More details about programming and course delivery can be found in the report included in the October 11, 2022, County Council Agenda Package.



Council Approves Amendments to Long-Term Care Homes' COVID-19 Policies

Following an extensive review by County staff of pandemic trends, scientific/medical evidence, updated Ministry and public health guidance, residence and family council feedback, labour relations outcomes, and policy and procedure revisions and recommendations, County Council approved the following amendments to the following policies:

- Homes – Infection Control Policy 2.10 – Immunization – Staff COVID-19
- Administration Policy 1.35 Visitors and Resident Absences During a Pandemic

Homes – Infection Control Policy 2.10 – Immunization – Staff COVID-19

- Two (2) dose COVID-19 vaccination requirement for all existing staff, students, support workers, volunteers, and visitors (essential caregivers and general visitors) to enter the Home
- Strongly encouraging COVID-19 vaccination booster doses for all residents, staff, students, support workers, volunteers, and visitors
- No vaccination requirement for visitors for outdoor visits or absences from the Home
- All new staff, support workers, and volunteers required to remain “up to date” with vaccination
- Changes have been made to the consequences of non-compliance including that employees may be subjected to discipline up to and including termination for continued or repeated non-compliance, following the usual process of progressive discipline

Administration Policy 1.35 Visitors and Resident Absences During a Pandemic

- In exceptional circumstances, where outdoor visits and/or outings are not feasible (i.e. inclement weather), management of the Home will utilize a risk assessment/condition checklist criterion to determine the ability to support unvaccinated visitor visits within a designated area of the Home
- The risk assessment/condition checklist will incorporate resident and roommate (if applicable) considerations, additional IPAC measures to be taken by the visitor and resident, ability to schedule visit appointments in designated locations, etc.

Copies of the policies can be found in the October 11, 2022, County Council Agenda Package.

For the complete October 11, 2022, County Council Agenda Package
please visit the Elgin County [website](#).



Township of Perry

PO Box 70, 1695 Emsdale Road, Emsdale, ON POA 1J0

PHONE: (705)636-5941

FAX: (705)636-5759

www.townshipofperry.ca

October 11th, 2022

Via Email: premier@ontario.ca

Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Premier of Ontario Honourable Doug Ford,

**RE: Corporation of the Township of Perry – Resolution of Support
Healthcare Connect System for Members of the Canadian
Armed Forces**

Please be advised that at their last regular meeting on Wednesday October 5th, 2022, the Council of the Corporation of the Township of Perry supported the following resolution:

"Resolution #2022-428

Moved by: Margaret Ann MacPhail

Seconded by: Paul Sowrey

Be it resolved that the Council of the Corporation of the Township of Perry hereby supports the Municipality of Brighton's Resolution COU-2022-329, regarding changes to be made to the Healthcare Connect System for Members of the Canadian Armed Forces;

And further that Council directs the Clerk-Administrator to circulate this resolution of support to the Premier of Ontario, Minister of Health, MPP Graydon Smith – Muskoka Parry Sound, Association of the Municipalities of Ontario (AMO), the Municipality of Brighton, and all Ontario municipalities.

Carried."

...2

Your attention to this matter is appreciated.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Beth Morton'.

Beth Morton
Clerk-Administrator

BM/ec

c.c. Ontario Minister of Health, Honourable Sylvia Jones
MPP Muskoka-Parry Sound, Graydon Smith
AMO
Municipality of Brighton
All Ontario Municipalities

REGULAR COUNCIL MEETING
HELD
October 11th, 2022

2022-273

Moved by Councillor Champagne
Seconded by Councillor Lougheed

WHEREAS the province of Ontario is currently experiencing an early years and child care workforce shortage;

AND WHEREAS access to quality licensed child care is an essential component of Ontario's social and economic well-being and enables children to grow up with a sense of community;

AND WHEREAS lack of licensed child care is a barrier for parents to return or enter into the workforce, thus putting a strain on families, hindering economic participation, and forcing parents to remain at home to care for their children;

AND WHEREAS in the District of Nipissing, there is a higher demand for child care spaces than the number of spaces available creating waitlists that have parents waiting for several years prior to getting a space, if they receive a space at all;

AND WHEREAS in recent years the recruitment and retention of qualified Registered Early Childhood Educators (RECEs) and child care staff has been a challenge that has been exasperated by the COVID-19 pandemic;

AND WHEREAS the workforce crisis in the early years and child care sector has been further exasperated by the significant wage disparity between the compensation paid to RECEs employed by school boards and those employed in licensed child care centers due to lack of funding which has created an inequity for workers with equal qualifications;

AND WHEREAS Ontario has signed the Canada-Wide Early Learning and Child Care Agreement putting Ontario on the path to reducing child care fees to an average of \$10/day which will create a demand for more child care spaces when a workforce shortage already exists;

AND WHEREAS the province of Ontario committed to creating an additional 86,000 licensed child care spaces in Ontario without an explicit solution for increasing the number of RECEs and child care staff to fulfill this commitment;

AND WHEREAS the province of Ontario's commitment to a minimum wage of \$18/hour for RECEs with \$1 annual increases until reaching \$25/hour does not provide an immediate response to attracting and retaining child care staff and will take many years to correct the wage disparity;

THEREFORE BE IT HEREBY RESOLVED that Council of the Municipality of East Ferris advocates for the Province of Ontario to address the child care workforce shortage in Ontario by immediately increasing the \$18/hour minimum wage and providing benefits to RECEs in licensed child care centres to an equitable level to that which is paid to RECEs employed by school boards;

AND FURTHER that the Province of Ontario launch and financially support an accelerated Early Childhood Education program, to be completed within 14 to 16 months, similar to the program launched in March 2022 for Personal Support Workers (PSWs), where funding supported the costs of tuition, books, and other mandatory fees, to help address the shortage of RECEs in Ontario;

AND FURTHER that a certified copy of this resolution be forwarded to OMSSA (Ontario Municipal Social Services Association), Ontario Coalition for Better Child Care, Childcare Resource and Research Unit, NOSDA (Northern Ontario Service Deliverers Association), FONOM (Federation of Northern Ontario Municipalities), AMO (Association of Municipalities of Ontario), all 10 District Social Services Administration Boards in Northern Ontario, and all Ontario Municipalities to request their support and advocacy for this resolution;

AND FURTHER that a certified copy of this resolution be forwarded to Minister of Education Stephen Lecce, Minister of Economic Development, Job Creation and Trade and Nipissing MPP Vic Fedeli.

Carried Mayor Rochefort

CERTIFIED to be a true copy of
Resolution No. 2022-273 passed by the
Council of the Municipality of East Ferris
on the 11th day of October 2022.

Monica L. Hawkins

Monica L. Hawkins, AMCT
Clerk

From: [Magda Badura](#)
To: [Jana Nethercott](#)
Subject: FW: Ministry of the Solicitor General: Update - Community Safety and Policing Act, 2019 and OPP Detachment Boards
Date: October 4, 2022 3:18:47 PM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Magda Badura
CAO/Treasurer
Municipality of West Elgin
22413 Hoskins Line
Rodney ON N0L 2C0
☎ 519.785.0560 ext. 221
📠 519.319.2312
✉ mbadura@westelgin.net
www.westelgin.net



MUNICIPALITY OF
West Elgin

From: SOLGENinput <SOLGENinput@ontario.ca>
Sent: Tuesday, October 4, 2022 2:59 PM
Subject: Ministry of the Solicitor General: Update - Community Safety and Policing Act, 2019 and OPP Detachment Boards

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 326-5000
Toll Free: 1-866-517-0571
SOLGEN.Input@Ontario.ca

Solliciteur général

Bureau du solliciteur général

25, rue Grosvenor, 18^e étage
Toronto ON M7A 1Y6
Tél. : 416 326-5000
Sans frais : 1-866-517-0571
SOLGEN.Input@Ontario.ca



DATE: October 04, 2022

MEMORANDUM TO: Heads of Council and First Nations Chiefs

SUBJECT: Update - Community Safety and Policing Act, 2019 and
OPP Detachment Boards

Good afternoon,

I am writing to share an update on the Community Safety and Policing Act, 2019 (CSPA) and the new Ontario Provincial Police (OPP) detachment board framework under the CSPA.

For municipalities and First Nations receiving OPP policing services, detachment boards will replace current police services boards and Community Safety Advisory Committees, expanding opportunities for civilian input on local OPP policing and encouraging a coordinated and collaborative approach to community safety. In spring 2021, the Ministry of the Solicitor General (the ministry) requested that these communities work together to develop proposals for the composition of their detachment boards, based on minimum requirements provided by the ministry. I would like to thank you for your work on the proposals to date.

The ministry is working towards an in force date for the CSPA between fall 2023 and winter 2024. The in-force window will narrow and be communicated to stakeholders, partners, and First Nations over the coming months. We understand that municipalities and First Nations require time to plan for implementation of OPP detachment boards and will work to ensure that sufficient time is provided between proclamation and the in-force date of the CSPA.

At this time, we are working to finalize proposed compositions for OPP detachment boards by **November 30, 2022**. Our team will be following up in the coming days with respect to the status of proposals and any related questions.

If you have any questions or concerns, please contact Joanna Reading, Team Lead, Public Safety and Policing Policy at Joanna.Reading@Ontario.ca.

Kind Regards,

Sarah Caldwell
A/Assistant Deputy Minister
Strategic Policy, Research and Innovation Division
Ministry of the Solicitor General



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

September 14, 2022, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main Street

West Lorne

Electronic Hybrid Meeting

Present: Ken Loveland
Jim Hathaway
Terry Weed

Regrets: Duncan McPhail

Staff Present: Lee Gosnell, Manager of Operations and Community
Services
Adam Ecker, Recreation Supervisor
Brittany Jessome

1. Call to Order

Chair K. Loveland called the meeting to order at 9:00 a.m.

2. Adoption of Agenda

Moved: Terry Weed

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management hereby adopts the
Agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

Moved: Terry Weed

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management Committee adopt the minutes of August 24, 2022 as circulated and printed.

Carried

5. Business Arising from Minutes

6. Financials

Moved: Jim Hathaway

Seconded: Terry Weed

That West Elgin Community Centre Board of Management hereby receives the financials as of August 31, 2022.

Carried

7. Staff Reports

7.1 Draft Arena Schedule

Adam Ecker advised there is one additional group looking at booking but The Municipality of West Elgin is not moving forward with initiating that contract as there are outstanding payments from the previous year's rental.

Lee Gosnell clarified the situation and explained that there was a discrepancy in the previous year where the group renting had emailed after hours to cancel a rental date, however staff did not receive this cancellation with proper notice and employees were sent to staff the arena. The renter did not feel it proper that they pay for time they did not use. Communications went back and forth between Lee and the renter, and it was determined they would pay half the cost of the rental for that cancelled date.

Ken stated he was in agreeance that the Municipality was being more than fair.

Adam discussed scheduling Public Skate times on Saturdays beginning October 1, 2022, through April 1, 2023 from 1:00 pm - 2:30 pm. He advised we will be sending letter to local businesses and service groups to acquire sponsorships for these public skate times.

7.2 Draft Code of Conduct

Ken asked that the Dutton Dunwich logo be added to the Code of Conduct.

Adam advised they are looking at placing the sign beside the dressing room board and it would be comparable to the public skate rules sign.

Moved: Terry Weed

Seconded: Jim Hathaway

That the West Elgin Community Centre Board of Management hereby adopts the proposed Code of Conduct for users of the Arena; And

That West Elgin Community Centre Board of Management hereby directs staff to post the Code of Conduct in visible areas of the Arena.

Carried

7.3 West Elgin Community Centre Concession Stand

Moved: Terry Weed

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management hereby receives the report from Lee Gosnell, Manager of Operations and Community Services; And

That the West Elgin Community Centre Board of Management enters into an agreement for the concession stand area within the West Elgin Community Centre with Brenda Palmer at a monthly fee of \$300.00 plus applicable taxes

Carried

8. New Business

8.1 Skating Club Update

Jim Hathaway advised that there has been 37 pre-registrations to date. He requested that someone be available to show the music system to any

new Skating Club staff. He requested to know which dressing rooms to use on Mondays and Wednesdays and Adam Ecker responded that the Arena Operator will make that decision each day and post to the dressing room board. Ken advised there is a new president to the Skating Club Board and a few new directors.

8.2 Minor Hockey Update

Terry Weed advised that the IP Program has 42 registrants this year and they will need 2 dressing rooms this year. Minor hockey is ready to start September 19, 2022.

8.3 Staff Operations Update

Adam Ecker advised that the dehumidifiers have been down but the ice installation has still moved forward and painting has started.

Lee Gosnell advised HD Painting has started painting. Machado Construction will begin work on the eavestrough once the painting has been finished. He responded to the question arising from the last meeting in regards to what will happen with the remaining holes once the old trough has been removed. The plan is to cut the old trough off at the point where it comes out from underneath the shingles, and the new trough will slide behind the old remaining trough to prevent any moisture getting in through the previous holes.

9. Adjournment

Moved: Jim Hathaway

Seconded: Terry Weed

That the West Elgin Community Centre Board of Management hereby adjourn at 9:30 a.m. to meet again at 9:00 a.m. on October 12, 2022.

Carried

Ken Loveland, Chair

Brittany Jessome, Recording
Secretary

From: [Trisha Pearson](#)
To: [Jana Nethercott](#); [Lee Gosnell](#)
Cc: [marsha verson](#); [Tom Kalita](#); [Krista Bodkin](#)
Subject: Christmas Parade
Date: October 12, 2022 9:12:11 PM

Good Evening Lee and Jana,

The West Lorne Optimist parade committee met this evening to determine details of this year's event. We are requesting that:

- 1) The parade occur on Saturday, November 26th, 2022 at 6:00 pm
- 2) The parade participants will enter the marshalling area via Gilbert Street and be directed to line up in the area of Finney street
- 3) We would like to adjust the route of the parade this year as follows:
-parade will travel out Jane Street to Graham, down Graham to Main, right at Main to Ridge, left on Ridge, left on Chestnut, left onto Graham, then right onto Main to end at the West Elgin Community Health Centre
- 4) This would require the roads be blocked off at the end of John, Frederic, Jane, Main at Ridge, Graham at Chestnut and Main at Wood.

We appreciate your support.

Yours in Optimism,
Trisha Pearson
Club President

Sent from my iPhone



MUNICIPALITY OF **West Elgin**

The Corporation Of the Municipality Of West Elgin

By-Law No. 2022-59

Being A By-Law to provide for the McKenzie Drain – South Branch & St Thomas More Branch in the Municipality of West Elgin.

Whereas the Council of the Municipality of West Elgin has procured a report under Section 78 of the *Drainage Act, R.S.O. 1990*, as amended, for the improvement of the McKenzie Drain – South Branch and St Thomas More Branch; and

Whereas the reported dated August 17, 2022 has been authored by J.M Spriet of Spriet Associates Engineers and Architects and the attached report forms part of this By-Law; and

Whereas the estimated total cost of the drainage work is \$122,200.00; and

Whereas the Council of The Corporation of the Municipality of West Elgin is of the opinion that the drainage of the area is desirable;

Now Therefore be it resolved that the Council of The Corporation of the Municipality of West Elgin pursuant to the *Drainage Act, R.S.O. 1990*, as amended, enacts as follows:

1. That the report dated August 17, 2022 and attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. That The Corporation of the Municipality of West Elgin may borrow on the credit of the Corporation the amount of \$122,200.00, being the amount necessary for the improvement of the drainage works. This project may be debentured.
3. The Corporation may issue debenture(s) for the amount borrowed less the total amount of:
 - a) grants received under Section 85 of the *Drainage Act*;
 - b) monies paid as allowances;
 - c) commuted payments made in respect of lands and roads assessed with the municipality;
 - d) money paid under subsection 61(3) of the *Drainage Act*; and
 - e) money assessed in and payable by another municipality.

4. Such debenture(s) shall be made payable within 5 years from the date of the debenture(s) and shall bear interest at a rate not higher than 2% more than the municipal lending rates as posted by Infrastructure Ontario on the date of the sale of such debenture(s).
5. A special equal annual rate sufficient to redeem the principal and interest on the debenture(s) and shall be levied upon the lands and roads as shown in the schedule and shall be collected in the same manner and at the same as other taxes are collected in each year for 5 years after the passing of this By-Law.
6. All assessments of \$1,000.00 or less are payable in the first year in which assessments are imposed.
7. That this By-Law comes into force and effect upon the final reading thereof.

Read a first and second time and provisionally adopted this 22nd day of September, 2022

Duncan McPhail
Mayor

Jana Nethercott
Clerk

Read for a third and final time this 20th day of October, 2022

Duncan McPhail
Mayor

Jana Nethercott
Clerk

McKENZIE DRAIN
SOUTH BRANCH & ST. THOMAS MOORE BRANCH
Municipality of West Elgin



SPRIET
ASSOCIATES
ENGINEERS & ARCHITECTS
155 York Street
London, Ontario N6A 1A8
Tel. (519) 672-4100
Fax (519) 433-9351
Email: mail@spriet.on.ca
www.spriet.on.ca

London, Ontario
August 17, 2022

McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH

Municipality of West Elgin

To the Mayor and Council of
the Municipality of West Elgin

Mayor and Council:

We are pleased to present our report on the reconstruction of the South Branch and the St. Thomas Moore Branch of the McKenzie Municipal Drain serving parts of Lots 6 and 7, Concession 7 in the Municipality of West Elgin. The total watershed area contains approximately 4.3 hectares.

AUTHORIZATION

This report was prepared pursuant to Section 78 of the Drainage Act. Instructions were received from your Municipality with respect to a motion of Council. The work was initiated by a request signed by one of the affected landowners.

HISTORY

The McKenzie Drain was last reconstructed pursuant to a report submitted by J.M. Spriet, P. Eng. dated February 26, 2010, and consisted of the reconstruction of the McKenzie Drain from its outlet at the Wismer Drain to its head where it connects to the Lusty Drain. The report also called for the replacement of the St. Thomas Moore Branch and the construction of Branch 'A' and Branch 'B' drains. In total, the report called for the installation of 1,097 lineal meters of 250mm to 750mm diameter concrete field tile and sewer pipe.

EXISTING DRAINAGE CONDITIONS

A site meeting was held with respect to the project and through later discussions, the owners reported the following:

- that the landowners, 1050165 Ontario Inc. (Roll No. 20-144), indicated their intention to sever residential lots from their lands along Furnival Road
- that, further to the above, they required the relocation of two branches of the McKenzie Drain to accommodate the current and possible future severances. The current severances have a condition which requires each lot to have a legal outlet



EXISTING DRAINAGE CONDITIONS (cont'd)

A field investigation and survey were completed. Upon reviewing our findings, we note the following:

- that the South Branch and the St. Thomas Moore Branch will need to be relocated and extended to service the proposed and possible future severances
- that, due to the recent reconstruction of Furnival Road, the watershed area for the St. Thomas Moore Branch has changed with the lands in Lot 7, being the former school grounds, as well as a portion of the road, no longer are tributary to it

Preliminary design, cost estimates and assessments were prepared, and an informal consultation was held to review the findings and preliminary proposals. Further input and requests were provided by the affected owners at that time and at later dates. Based on the proposed design it was decided to proceed with the request.

DESIGN CONSIDERATIONS

The Drainage Coefficient method contained in the "DRAINAGE GUIDE FOR ONTARIO", Publication 29 by the Ontario Ministry of Agriculture, Food, and Rural Affairs (OMAFRA) is typically used to design municipal drains. The Drainage Coefficient defines a depth of water that can be removed in a 24-hour period and is expressed in millimetres per 24 hours. The coefficient used to design this drain with respect to capacity was 38mm per 24 hrs.

We would like to point out that there have been indications of sandy soil conditions. It should be noted that no formal soil investigation has been made, with this information being provided by the owners.

The proposed design and report have been generally completed using the "GUIDE FOR ENGINEERS WORKING UNDER THE DRAINAGE ACT IN ONTARIO" OMAFRA Publication 852.

RECOMMENDATIONS

We are therefore recommending the following:

- that the South Branch Drain be reconstructed and now include a Branch 'C', commencing at the Main Drain and travel east and north along the limits of the lots to provide the upstream lands with an outlet, and each lot with a legal outlet
- that the St. Thomas Moore Branch Drain be reconstructed and now include a Branch 'D', commencing at the Main Drain and travel east and north along the limits of each lot to provide the upstream lands with an outlet and each possible future lot with a legal outlet
- that catchbasins be installed along the course of the drain to alleviate surface flows and ponding



RECOMMENDATIONS (cont'd)

- that the lot grading plan be required for each lot and that it be created in accordance with the noted grading directions as shown on Drawing 2
- that no direct connection between any weeping tiles, floor drains, and the proposed drain be permitted. All connections must be indirect via a sump pump and check valve

ENVIRONMENTAL CONSIDERATIONS AND MITIGATION MEASURES

There are no significant wetlands or sensitive areas within the affected watershed area or along the route of the drains. The proposed construction of the McKenzie Drain South Branch and St. Thomas Moore Branch includes surface inlets which greatly helps reduce the overland surface flows and any subsequent erosion. A temporary flow check of silt fencing is to be installed in the ditch downstream of the tile outlet for the duration of the construction.

SUMMARY OF PROPOSED WORK

The proposed work consists of approximately 717 lineal meters of 200mm to 250mm (10") diameter HDPE sewer pipe, including related appurtenances.

SCHEDULES

Four schedules are attached hereto and form part of this report, being Schedule 'A' - Allowances, Schedule 'B' - Cost Estimate, Schedule 'C' - Assessment for Construction, and Schedule 'D' - Assessment for Maintenance.

Schedule 'A' - Allowances. In accordance with Section 29 of the Drainage Act, allowances are provided for right-of-way along the route of the drain as defined below.

Schedule 'B' - Cost Estimate. This schedule provides for a detailed cost estimate of the proposed work which is in the amount of \$122,200.00. This estimate includes engineering and administrative costs associated with this project.

Schedule 'C' - Assessment for Construction. This schedule outlines the distribution of the total estimated cost of construction over the roads and lands which are involved.

Schedule 'D' - Assessment for Maintenance. In accordance with Section 38 of the Drainage Act, this schedule outlines the distribution of future repair and/or maintenance costs for portions of, or the entire drainage works.

Drawing No.'s 1 and 2, Job No. 221131, and specifications form part of this report. They show and describe in detail the location and extent of the work to be done and the lands which are affected.



ALLOWANCES

RIGHT-OF-WAY Section 29 of the Drainage Act provides for an allowance to the owners whose land must be used for the construction, repair, or future maintenance of a drainage works.

For tile drains where the owners will be able to continue to use the land, the allowance provides for the right to enter upon such lands, and at various times for the purpose of inspecting such drain, removing obstructions, and making repairs. Also, the allowance provides for the restrictions imposed on those lands to protect the right-of-way from obstruction or derogation. The amounts granted for right-of-way on tile drains is based on a percentage of the value of the land designated for future maintenance. Therefore, the amounts granted are based on \$6,670.00/ha. through cropped lands. This value is multiplied by the hectares derived from the width granted for future maintenance and the applicable lengths.

ASSESSMENT DEFINITIONS

In accordance with the Drainage Act, lands that make use of a drainage works are liable for assessment for part of the cost of constructing and maintaining the system. These liabilities are known as benefit, outlet liability and special benefit liability as set out under Sections 22, 23, 24 and 26 of the Act.

BENEFIT as defined in the Drainage Act means the advantages to any lands, roads, buildings or other structures from the construction, improvement, repair, or maintenance of a drainage works such as will result in a higher market value or increased crop production or improved appearance or better control of surface or sub-surface water, or any other advantages relating to the betterment of lands, roads, buildings, or other structures.

OUTLET liability is assessed to lands or roads that may make use of a drainage works as an outlet either directly or indirectly through the medium of any other drainage works or of a swale, ravine, creek, or watercourse.

In addition, a Public Utility or Road Authority shall be assessed for and pay all the increased cost to a drainage works due to the construction and operation of the Public Utility or Road Authority. This may be shown as either benefit or special assessment.

ASSESSMENT

A modified "Todgham Method" was used to calculate the assessments shown on Schedule 'D'- Assessment for Maintenance. This entailed breaking down the costs of the drain into sections along its route.

The remainder is then separated into Benefit and Outlet costs. The Benefit cost is distributed to those properties receiving benefit as defined under "Assessment Definitions", with such properties usually being located along or close to the route of the drain. The Outlet Costs are distributed to all properties within the watershed area of that section on an adjusted basis. The areas are adjusted for location along that section, and relative run-off rates. Due to their different relative run-off rates roads and residential properties have been assessed for outlet at higher rates than cleared farmlands.



ASSESSMENT (cont'd)

The actual cost of the work involving this report is to be assessed as shown in Schedule 'C' - Assessment for Construction.

MAINTENANCE

Upon completion of construction, all owners are hereby made aware of Sections 80 and 82 of the Drainage Act which forbid the obstruction of or damage or injury to a municipal drain.

After completion, the South Branch, Branch 'C', the St. Thomas Moore Branch, and Branch D of the McKenzie Drain shall be maintained by the Municipality of West Elgin at the expense of all upstream lands and roads assessed in Schedule 'D' - Assessment for Maintenance and in the same relative proportions until such time as the assessment is changed under the Drainage Act.

Repairs or improvements to any road culvert or sub-surface road crossing required by the performance of this work and for future repair and/or replacement, shall be the responsibility of the applicable Road Authority, entirely at their cost.

Respectfully submitted,

SPRIET ASSOCIATES LONDON LIMITED



JMS:bv


J.M. Spriet, P.Eng.



SCHEDULE 'A' - ALLOWANCES

McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH

Municipality of West Elgin

In accordance with Section 29 of the Drainage Act, we determine the allowances payable to owners entitled thereto as follows:

CONCESSION	LOT	ROLL NUMBER (Owner)	Section 29 Right-of-Way	TOTALS
SOUTH BRANCH				
7	Pt. 6	20-144 (1050165 Ontario Inc.)	\$ 1,010.00	\$ 1,010.00
7	Pt. 6	20-144-01 (Part 1)	10.00	10.00
7	Pt. 6	20-144-02 (Part 2)	230.00	230.00
7	Pt. 6	20-144-03 (Part 3)	230.00	230.00
7	Pt. 6	20-144-04 (Part 4)	230.00	230.00
Total Allowances			\$ 1,710.00	\$ 1,710.00

TOTAL ALLOWANCES ON THE SOUTH BRANCH \$ 1,710.00

BRANCH "C"

7	Pt. 6	20-144 (1050165 Ontario Inc)	\$ 410.00	\$ 410.00
7	Pt. 6	20-144-01 (Part 1)	10.00	10.00
7	Pt. 6	20-144-02 (Part 2)	230.00	230.00
7	Pt. 6	20-144-03 (Part 3)	230.00	230.00
7	Pt. 6	20-144-04 (Part 4)	230.00	230.00
Total Allowances			\$ 1,110.00	\$ 1,110.00

TOTAL ALLOWANCES ON BRANCH "C" \$ 1,110.00

ST. THOMAS MOORE BRANCH

7	Pt. 6	20-144 (1050165 Ontario Inc)	\$ 950.00	\$ 950.00
Total Allowances			\$ 950.00	\$ 950.00

TOTAL ALLOWANCES ON THE ST. THOMAS MOORE BRANCH \$ 950.00

SCHEDULE 'A' - ALLOWANCES (cont'd)

McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH
Municipality of West Elgin
BRANCH "D"

7	Pt.	6	20-144 (1050165 Ontario Inc)	\$	950.00	\$	950.00
				=====			
Total Allowances				\$	950.00	\$	950.00
				=====			

TOTAL ALLOWANCES ON BRANCH "D" \$ 950.00

**TOTAL ALLOWANCES ON THE McKENZIE DRAIN - SOUTH BRANCH
& ST. THOMAS MOORE BRANCH \$ 4,720.00**

McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH**Municipality of West Elgin**

We have made an estimate of the cost of the proposed work which is outlined in detail as follows:

SOUTH BRANCH

Installation of the following H.D.P.E. Pipe, including supply and installation of granular bedding around pipe.

223 meters of 200mm dia. H.D.P.E. Pipe	\$ 9,500.00
33 meters of 250mm dia. H.D.P.E. Pipe	\$ 1,500.00
Supply of the above listed pipe	\$ 6,500.00

Strip, stockpile and releve topsoil from tile trench and adjacent working area (4m wide) specified on drawings (approx. 256m)	\$ 1,500.00
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Supply and install two 600mm x 600mm on-line catchbasins, and connect existing 600mm x 600mm offset catchbasin including berms, ditching, wyes, any required prefab fittings	\$ 5,500.00
--	-------------

Exposing and locating existing tile drains and utilities	\$ 900.00
--	-----------

Tile connections and contingencies	\$ 1,300.00
------------------------------------	-------------

Allowances under Section 29 of the Drainage Act	\$ 1,710.00
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BRANCH "C"

Installation of the following H.D.P.E. Pipe, including supply and installation of granular bedding around pipe.

166 meters of 200mm dia. H.D.P.E. Pipe	\$ 7,100.00
Supply of the above listed pipe	\$ 4,000.00

Strip, stockpile and releve topsoil from tile trench and adjacent working area (4m wide) specified on drawings (approx. 166m)	\$ 1,000.00
---	-------------

Supply and install four 600mm x 600mm on-line catchbasins, including grates, berms, ditching, wyes and any required prefab fittings	\$ 10,500.00
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Exposing and locating existing tile drains and utilities	\$ 900.00
--	-----------

Tile connections and contingencies	\$ 1,200.00
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Allowances under Section 29 of the Drainage Act	\$ 1,110.00
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SCHEDULE 'B' - COST ESTIMATE (cont'd)

**McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH
Municipality of West Elgin****ST. THOMAS MOORE BRANCH**

Installation of the following H.D.P.E. Pipe, including supply and installation of granular bedding around pipe.

132 meters of 200mm dia. H.D.P.E. Pipe	\$ 5,600.00
11 meters of 250mm dia. H.D.P.E. Pipe	\$ 500.00
Supply of the above listed pipe	\$ 3,600.00

Strip, stockpile and releve topsoil from tile trench and adjacent working area (4m wide) specified on drawings (approx. 143m)	\$ 900.00
---	-----------

Supply and install two 600mm x 600mm on-line catchbasins and connect existing 600mm x 600mm catchbasin including grates, berms ditching, wyes and any required prefab fittings	\$ 5,500.00
--	-------------

Exposing and locating existing tile drains and utilities	\$ 900.00
--	-----------

Tile connections and contingencies	\$ 900.00
------------------------------------	-----------

Allowances under Section 29 of the Drainage Act	\$ 950.00
---	-----------

BRANCH "D"

Installation of the following H.D.P.E. Pipe, including supply and installation of granular bedding around pipe.

142 meters of 200mm dia. H.D.P.E. Pipe	\$ 6,000.00
Supply of the above listed pipe	\$ 3,400.00

Strip, stockpile and releve topsoil from tile trench and adjacent working area (4m wide) specified on drawings (approx. 142m)	\$ 900.00
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Supply and install four 600mm x 600mm on-line catchbasins, including grates, berms, ditching, wyes and any required prefab fittings	\$ 10,000.00
---	--------------

Exposing and locating existing tile drains and utilities	\$ 900.00
--	-----------

Tile connections and contingencies	\$ 1,100.00
------------------------------------	-------------

Allowances under Section 29 of the Drainage Act	\$ 950.00
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SCHEDULE 'B' - COST ESTIMATE (cont'd)

**McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH
Municipality of West Elgin****ADMINISTRATION**

Interest and Net Harmonized Sales Tax	\$ 2,870.00
Survey, Plan and Final Report	\$ 18,460.00
Expenses	\$ 1,280.00
Supervision and Final Inspection	\$ <u>3,270.00</u>
TOTAL ESTIMATED COST	\$ <u>122,200.00</u>

SCHEDULE 'C' - ASSESSMENT FOR CONSTRUCTION

McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH

Municipality of West Elgin

Job No. 221321

August 17, 2022

* = *Non-agricultural*

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	BENEFIT	OUTLET	TOTAL
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MCKENZIE DRAIN

We assess the entire cost of this report to the landowner 1050165 Ontario Inc (Roll No 20-144) \$ 122,200.00

TOTAL ASSESSMENT ON THE MCKENZIE DRAIN \$ 122,200.00

SCHEDULE 'D' - ASSESSMENT FOR MAINTENANCE

McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH

Municipality of West Elgin

Job No. 221321

August 17, 2022

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	PERCENTAGE OF MAINTENANCE COST
SOUTH BRANCH				
7	Pt. 6	0.13	20-148 (M. & L. Champigny)	1.5 %
7	Pt. 6	0.03	20-149 (W. & B. Roest)	0.1
7	Pt. 6	0.40	20-144 (1050165 Ontario Inc.)	30.4
7	Pt. 6	0.21	20-144-01 (Part 1)	2.8
7	Pt. 6	0.21	20-144-02 (Part 2)	9.0
7	Pt. 6	0.21	20-144-03 (Part 3)	9.0
7	Pt. 6	0.21	20-144-04 (Part 4)	8.2
7	Pt. 7	0.04	20-161 (J. Ossel)	0.3
7	Pt. 7	0.01	20-158 (J. & E. Okolisan)	0.1
7	Pt. 7	0.19	20-157 (K. Schhweitzer)	1.5
7	Pt. 7	0.11	20-156 (R. & G. McFadden)	0.9
7	Pt. 7	0.10	20-155 (E. & B. McFadden)	0.8
7	Pt. 7	0.12	20-154-02 (D. Thompson)	0.9
7	Pt. 7	0.05	20-153 (J. & K. Ginzel)	0.3
7	Pt. 7	0.01	20-152-10 (K. Quann & W. Kauzen)	0.1
				=====
TOTAL ASSESSMENT ON LANDS				65.9 %
				=====
Furnival Road		0.90	County of Elgin	34.1 %
				=====
TOTAL ASSESSMENT ON ROADS				34.1 %
				=====
TOTAL ASSESSMENT FOR MAINTENANCE OF SOUTH BRANCH				<u>100.0 %</u>
BRANCH "C"				
7	Pt. 6	0.07	20-148 (M. & L. Champigny)	4.4 %
7	Pt. 6	0.22	20-144 (1050165 Ontario Inc)	36.0
7	Pt. 6	0.10	20-144-01 (Part 1)	6.3
7	Pt. 6	0.15	20-144-02 (Part 2)	10.3
7	Pt. 6	0.15	20-144-03 (Part 3)	22.4
7	Pt. 6	0.15	20-144-04 (Part 4)	20.6
				=====
TOTAL ASSESSMENT ON LANDS				100.0 %
				=====
TOTAL ASSESSMENT FOR MAINTENANCE OF BRANCH 'C'				<u>100.0 %</u>

SCHEDULE 'D' - COST ESTIMATE (cont'd)

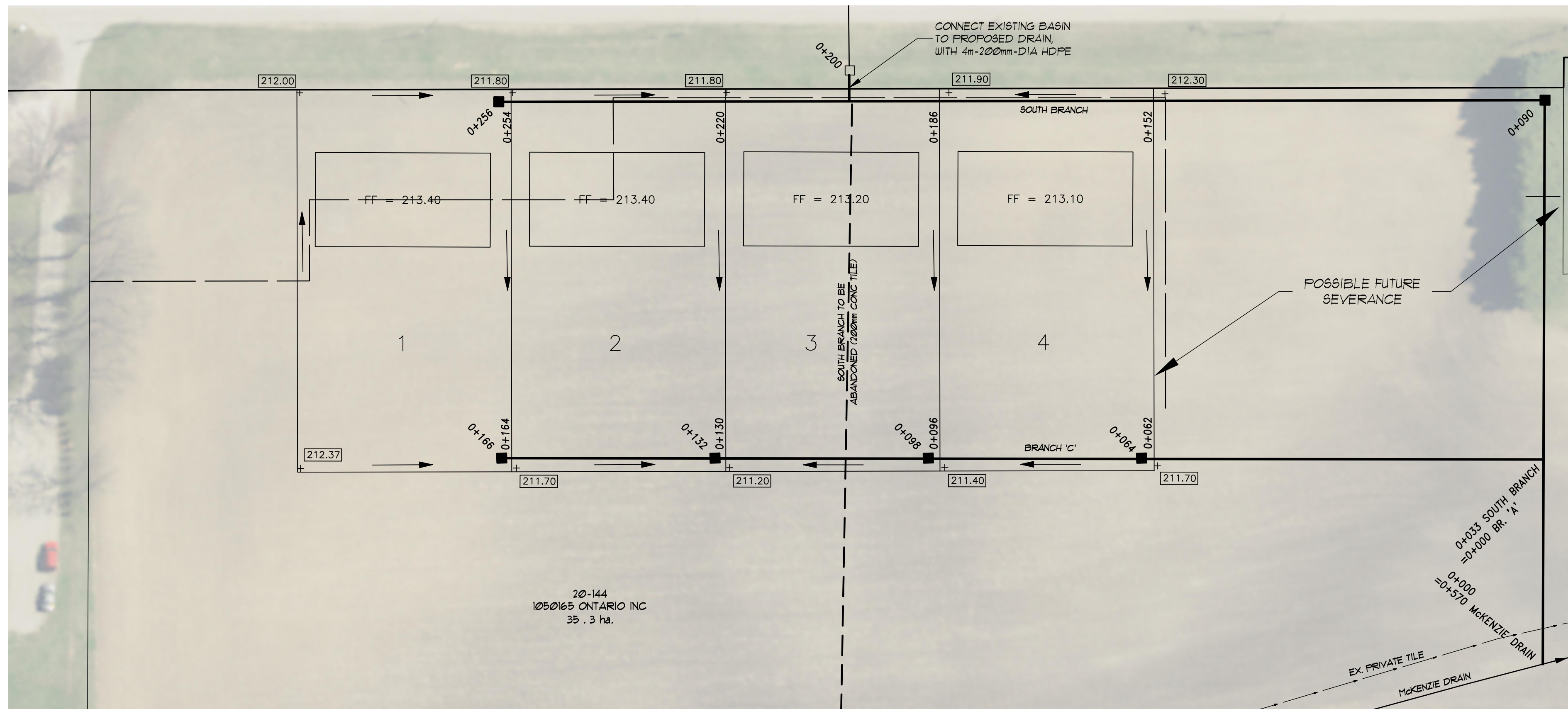
**McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH
Municipality of West Elgin****ST. THOMAS MOORE BRANCH**

7	Pt.	6	0.03	20-149 (W. & B. Roest)	1.7 %
7	Pt.	6	0.07	20-144 (1050165 Ontario Inc)	78.2
					=====
TOTAL ASSESSMENT ON LANDS					79.9 %
					=====
Furnival Road			0.18	County of Elgin	20.1 %
					=====
TOTAL ASSESSMENT ON ROADS					20.1 %
					=====
TOTAL ASSESSMENT FOR MAINTENANCE OF THE ST. THOMAS MOORE BR.					<u>100.0 %</u>

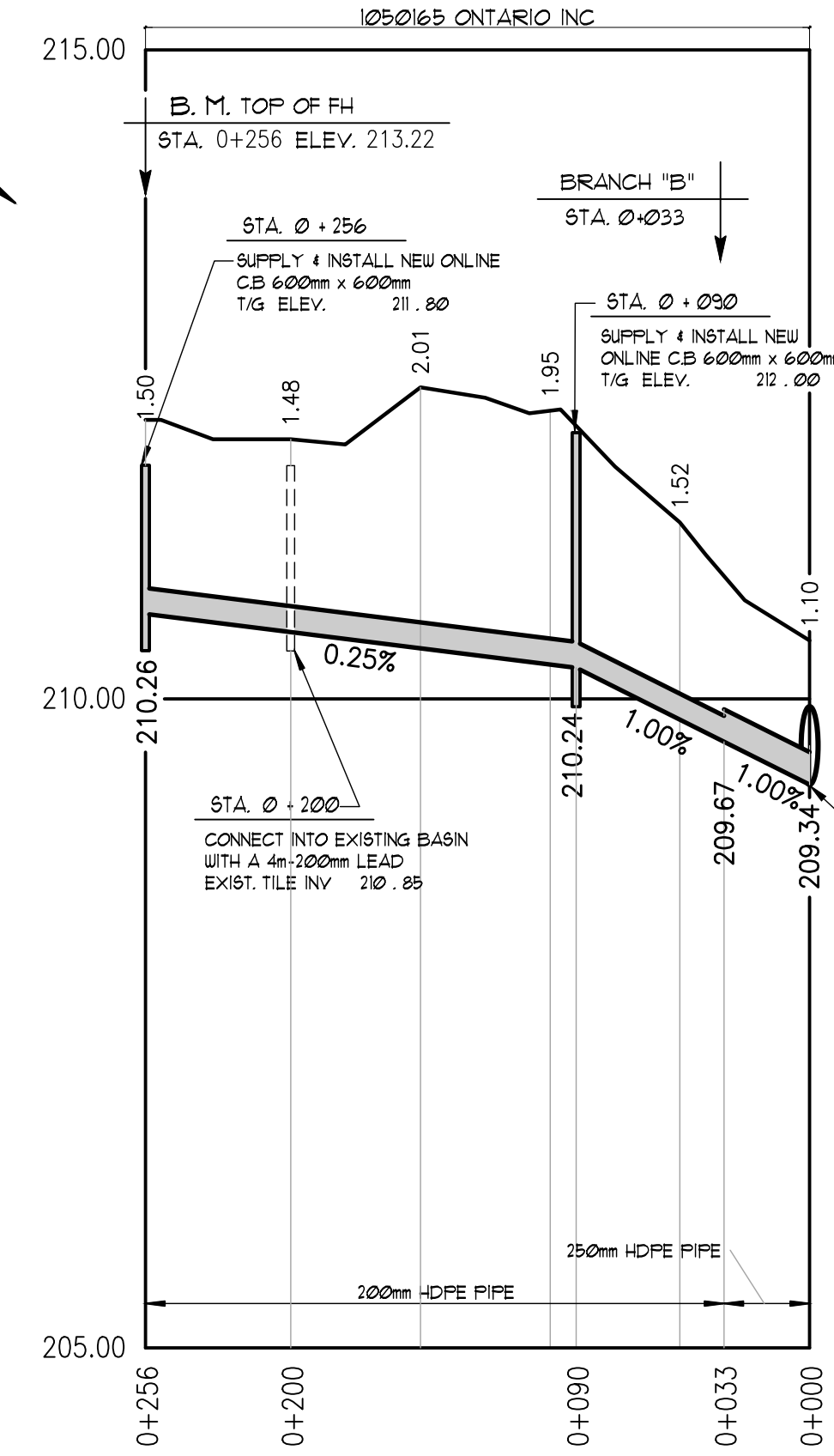
BRANCH "D"

7	Pt.	6	0.01	20-144 (1050165 Ontario Inc)	100.0 %
					=====
TOTAL ASSESSMENT ON LANDS					100.0 %
					=====
TOTAL ASSESSMENT FOR MAINTENANCE OF BRANCH 'D'					<u>100.0 %</u>

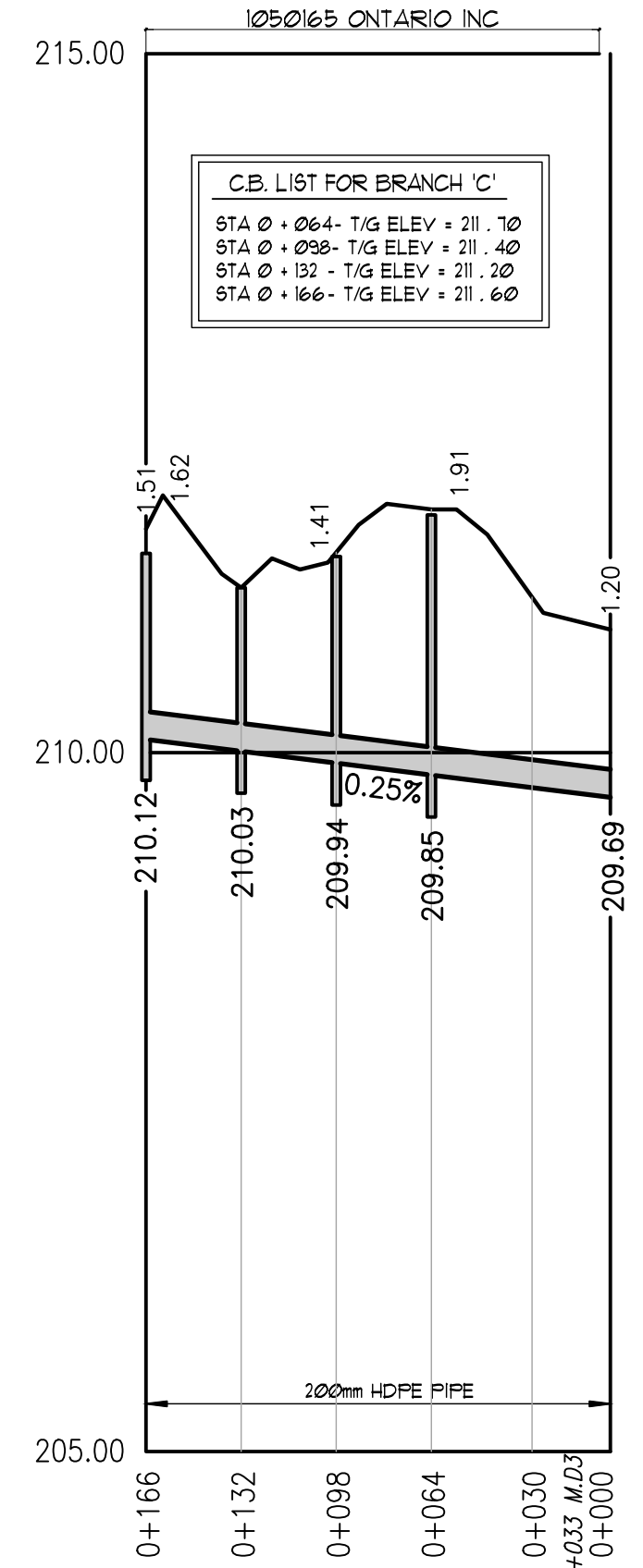
CONCESSION 7



SOUTH BRANCH PLAN SCALE 1 : 500

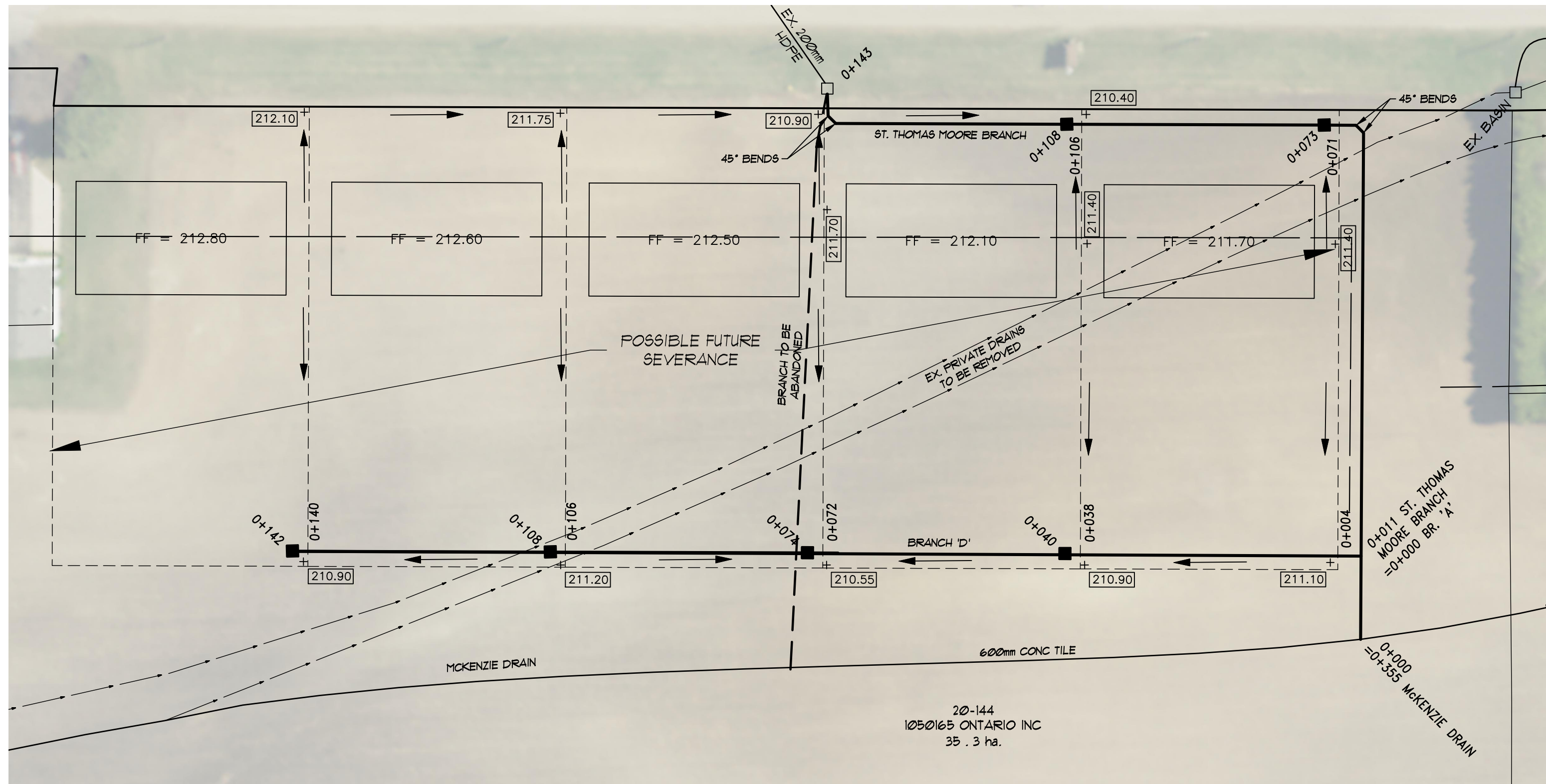


SOUTH BRANCH
SCALE : HOR. 1 : 2,500
VERT. 1 : 50

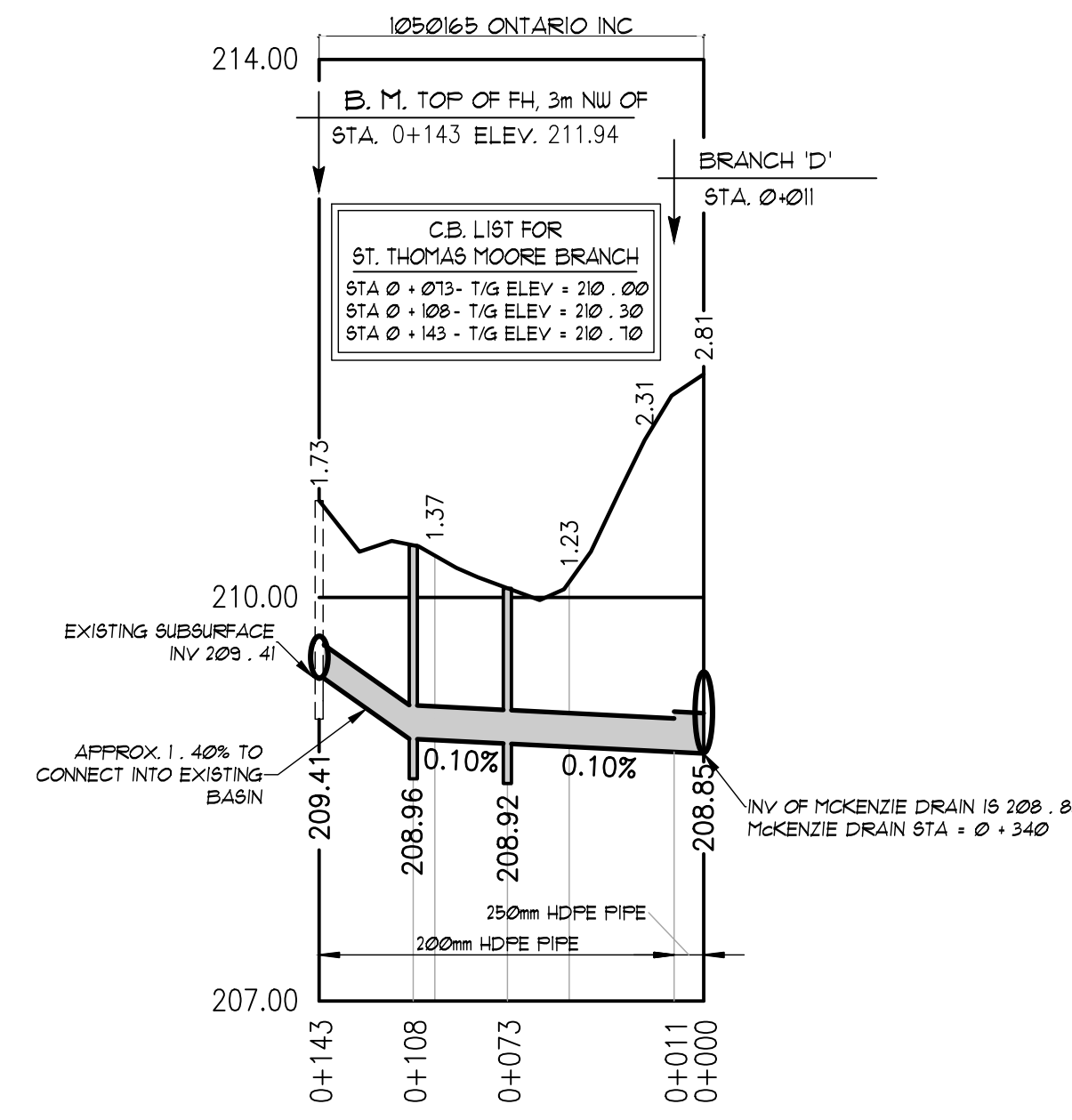


BRANCH 'C'
SCALE : HOR. 1 : 1,000
VERT. 1 : 50

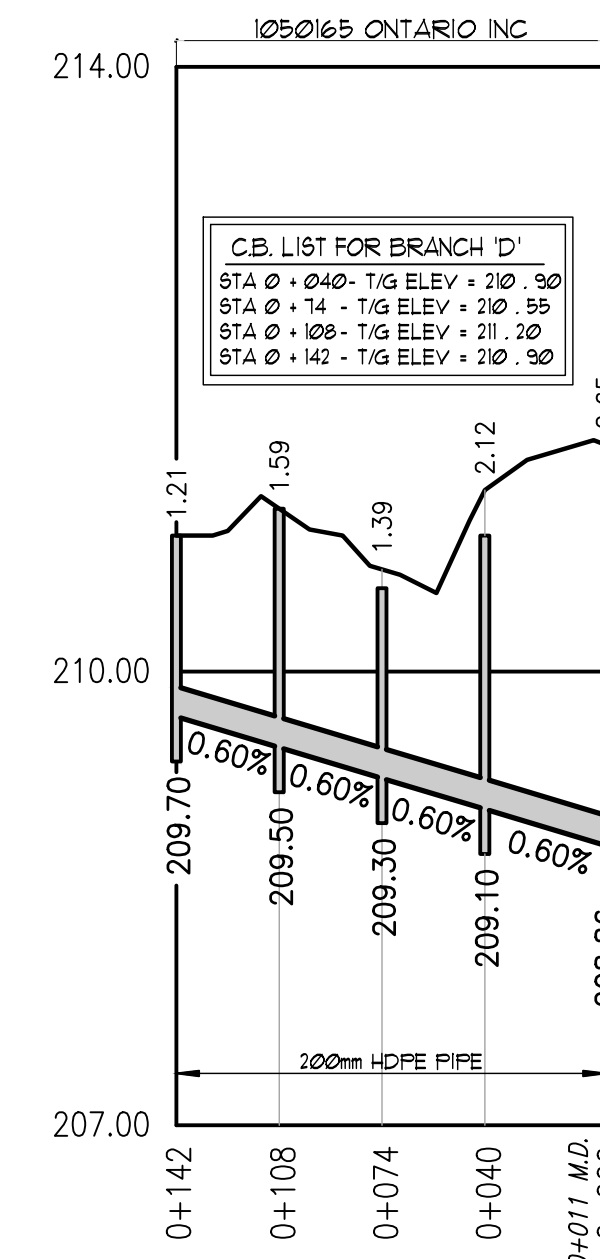
CONCESSION 7



ST. THOMAS MOORE PLAN SCALE 1 : 500



ST. THOMAS MOORE BRANCH
SCALE : HOR. 1 : 2,500
VERT. 1 : 50



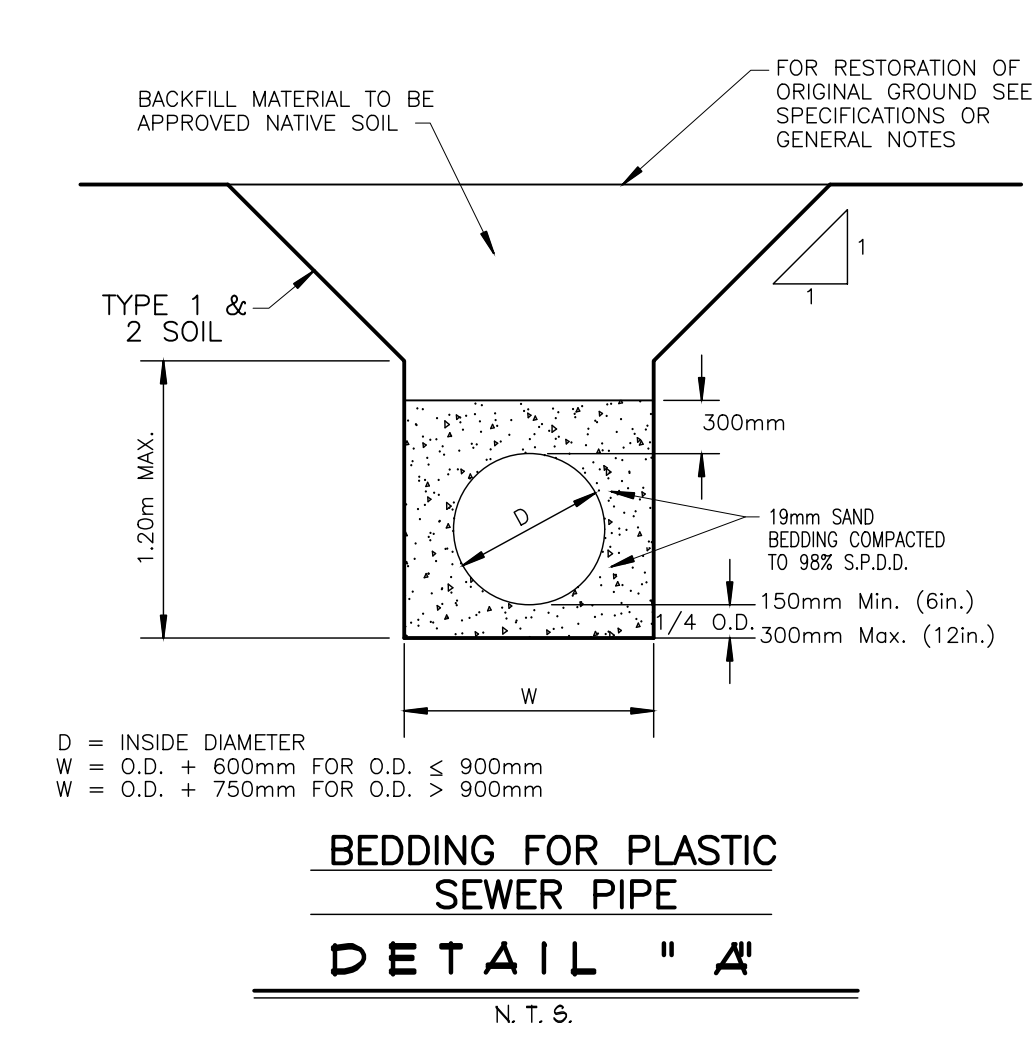
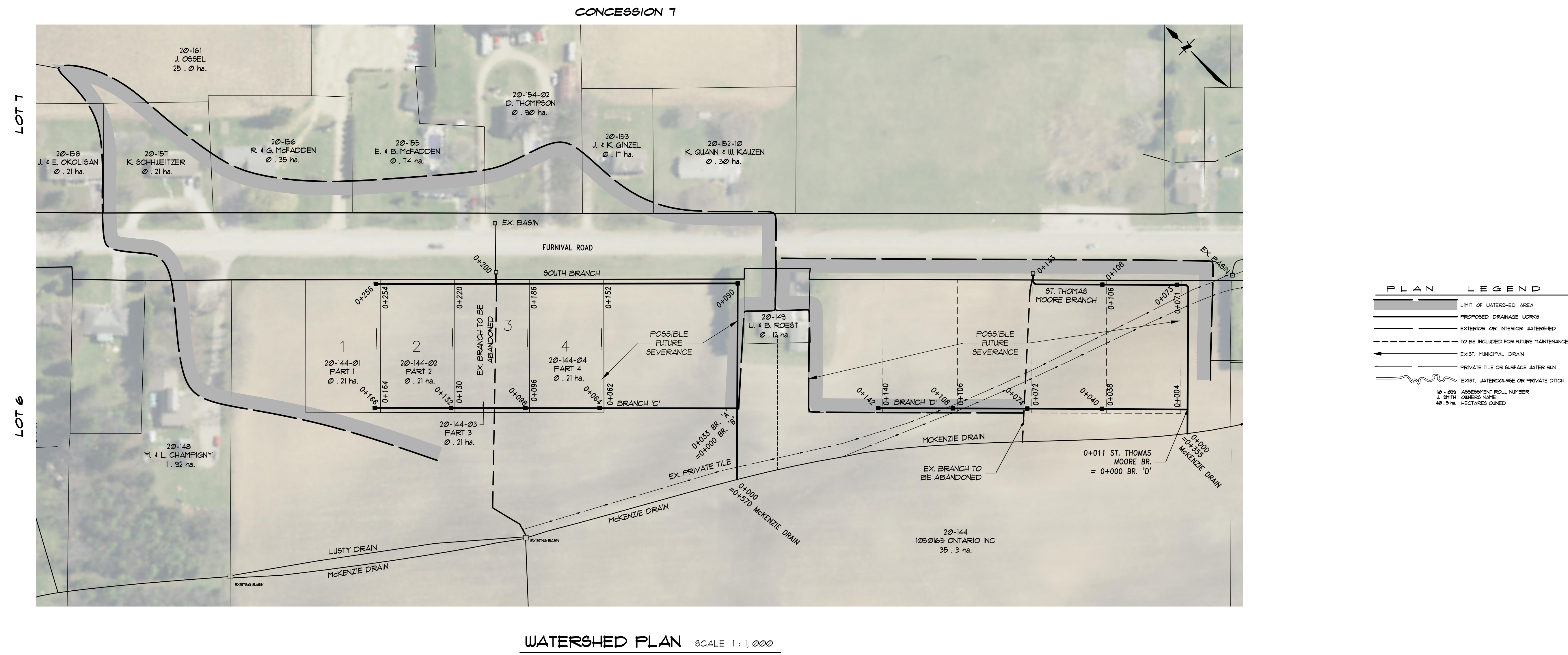
BRANCH 'D'
SCALE : HOR. 1 : 2,500
VERT. 1 : 50

PLAN LEGEND	
	LIMIT OF WATERSHED AREA
	PROPOSED DRAINAGE WORKS
	EXTERIOR OR INTERIOR WATERSHED
	EXIST. MUNICIPAL DRAIN
	PRIVATE TILE OR SURFACE WATER RUN
	EXIST. WATERCOURSE OR PRIVATE DITCH
	ASSIGNMENT ROLL NUMBER J. WITH OWNERS NAME 40.5 ha.
	PROPOSED GRADE
	GRADING DIRECTION
	PROPOSED CATCH-BASIN
	EXISTING CATCH-BASIN

McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH
Municipality of West Elgin

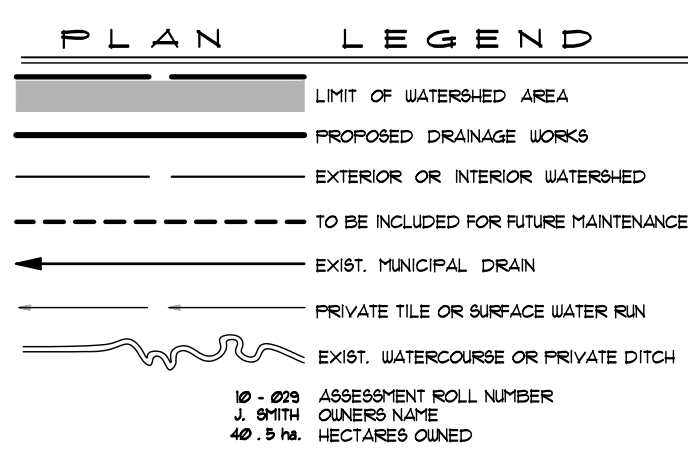
Drainage Superintendent: TOM MOHAN 519 - 785 - 0560	No.	REVISIONS	DATE
Drawn By: MM Date: AUG. 17, 2022	Field Book GPS	JOB No. 221131	Drawing No. 2 of 2

SPRIET ASSOCIATES LIMITED
CONSULTING ENGINEERS
155 YORK STREET - LONDON
(519) 672-4100 - NEA 1A8



GENERAL NOTES

- 1/ OUR SPECIFICATIONS DATED JANUARY 2020 APPLY TO THIS PROJECT.
 - 2/ THE WORKING WIDTH AVAILABLE TO THE CONTRACTOR TO CONSTRUCT THE NEW DRAINS SHALL CONSIST OF THOSE LANDS IMMEDIATELY ADJACENT TO THE DRAIN AND CONNECTIONS AND SHALL NOT EXCEED THE FOLLOWING AVERAGE WIDTHS:
CLOSED PORTIONS - 15 meters
THE WORKING WIDTH FOR PURPOSES OF FUTURE MAINTENANCE SHALL BE 6m.
 - 3/ ALL OWNERS ALONG THE COURSE OF THE DRAIN SHALL MAKE AN ACCESS ROUTE FROM THE NEAREST ROAD TO THE DRAIN LOCATION AVAILABLE TO THE CONTRACTOR THE AVERAGE WIDTH OF THIS ROUTE SHALL NOT EXCEED 8 METERS. THE ACCESS ROUTE SHALL ALSO APPLY FOR FUTURE MAINTENANCE PURPOSES.
 - 4/ a) ALL UTILITIES TO BE LOCATED AND EXPOSED PRIOR TO CONSTRUCTION SO THAT THE NEW TILE GRADES CAN BE CONFIRMED. IF THERE IS A CONFLICT IN ELEVATION BETWEEN THE PROPOSED DRAIN AND THE UTILITY, THE ENGINEER IS TO BE NOTIFIED IMMEDIATELY.
b) CONTRACTOR TO NOTIFY ALL UTILITIES 72 HOURS PRIOR TO HIS SCHEDULED TIME FOR STARTING THE ABOVE WORK.
 - 5/ CONTRACTOR TO ARRANGE A PRE-CONSTRUCTION MEETING WITH THE ENGINEER, DRAINAGE SUPERINTENDENT, AND THE AFFECTED OWNERS. ALL PARTIES SHALL RECEIVE 48 HOURS NOTICE TO THE MEETING.
- CLOSED PORTIONS**
- 6/ ALL CONCRETE AND PLASTIC TILE AND PIPE TO CONFORM TO "SECTION C.1" IN THE SPECIFICATIONS.
a) SEWER PIPE TO BE H.D.P.E. PLASTIC 320 KPA (BELL & SPIGOT WITH RUBBER GASKETS, CONFORMING TO C.S.A. 1016-08), PVC ULTRA RIB OR PVC SDR 35, OR HDPE DR-II PIPE.
 - 7/ ALL CATCHBASINS SHALL BE SUPPLIED AND INSTALLED IN ACCORDANCE WITH "SECTION C.16" IN THE SPECIFICATIONS. EXCEPT AS FOLLOWS:
a) ALL CATCHBASIN LEADS TO BE CONNECTED TO NEW TILE DRAIN WITH PRE-FABRICATED "WYE".
b) EXACT LOCATION OF NEW DRAIN TO BE DETERMINED AT TIME OF CONSTRUCTION BY DRAINAGE SUPERINTENDENT OR ENGINEER.
 - 9/ a) INSTALLATION OF TILE AND TRENCH WIDTHS SHALL BE IN ACCORDANCE WITH "SECTION C - TILE DRAIN" IN THE SPECIFICATIONS.
b) NO MACHINERY SHALL CROSS OVER THE MOUNDED BACKFILLED TILE TRENCHES UNTIL SUFFICIENT SETTLEMENT HAS OCCURRED.



McKENZIE DRAIN - SOUTH BRANCH & ST. THOMAS MOORE BRANCH
Municipality of West Elgin

Drainage Superintendent: TOM MOHAN 519 - 785 - 0560	No.	REVISIONS	DATE

Drawn By: MM
Date: AUG. 17, 2022

Field Book
GPS

JOB No.
221131

Drawing No.
1 of 2

PLAN, DETAIL, & NOTES

SPRIET ASSOCIATES LIMITED
LONDON CONSULTING ENGINEERS
155 YORK STREET - LONDON (519) 672-4100 - NEA 1A8



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 20, 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 20, 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 20th day of October, 2022.

Duncan McPhail
Mayor

Jana Nethercott
Clerk