



Municipality of West Elgin

Minutes

Council Meeting

January 12, 2023, 9:30 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Present:

Mayor D. McPhail
Deputy Mayor R. Leatham
Councillor T. Tellier
Councillor M. Navackas
Councillor B Denning

Staff Present:

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

**This Meeting was held in Hybrid format and the recording available at
www.westelgn.net (pending no technical difficulties)**

1. Call to Order

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

2. Adoption of Agenda

Resolution No. 2023- 01

Moved: Councillor Denning

Seconded: Councillor Tellier

That West Elgin Council hereby adopts the Agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

**3.1 Deputy Mayor Leatham - R. Brown, Planner - Road Allowance
Closure Request – O'Malley Rd – Recommendation Report 2022-48**

Is requester of the Road Closure.

4. Public Meeting

Resolution No. 2023- 02

Moved: Councillor Navackas

Seconded: Deputy Mayor Leatham

That Council proceed into a Public Meeting pursuant to Subsection 7(6) of the *Building Code Act, R.S.O. 1992* as amended, to allow for public comments on purposed Building Department Fees.

Carried

4.1 Call to Order

Mayor McPhail called the Public meeting to Order at 9:33 a.m.

4.2 Presentation of Proposed Building Fees

CAO/Treasurer Magda Badura presented the proposed Building Fees for 2023. The fees have been increased by 5% to keep up with the cost of inflation and match the fee increases seen across the board for West Elgin Fees.

4.3 Comments from the Public

Clerk made three calls for public comments both in person and virtually. No public indicated a request to speak.

4.4 Comments from Council

There were no comments from Council.

4.5 Close of Public Meeting

Resolution No. 2023- 03

Moved: Councillor Denning

Seconded: Councillor Navackas

That West Elgin Council hereby closes the Public Meeting, held pursuant to Subsection 7(6) of the *Building Code Act, R.S.O. 1992* as amended at 9:36 a.m. in order to reconvene the Regular Meeting of Council.

Carried

5. Adoption of Minutes

Resolution No. 2023- 04

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That the Minutes of the Council meeting on December 19, 2022 and November 17, 2022 be adopted as circulated and printed.

Carried

6. Business Arising from Minutes

None.

7. Consent Agenda

Resolution No. 2023- 05

Moved: Councillor Navackas

Seconded: Councillor Tellier

That West Elgin Council hereby receive and file the Consent Agenda.

Carried

8. Staff Reports

8.1 By-Law Enforcement

8.1.1 M. Badura, CAO/Treasurer - Verbal Update on Parking Infraction Blitz

CAO/Treasurer Magda Badura reported that on December 22, 2022 By-law Enforcement issued 15 parking violations in advance

of the approaching storm, to vehicles parked overnight on the street, which is contrary to Parking By-law 2001-50, which does not permit overnight parking on any street in the Municipality any time. Administration considered the number of complaints and the common comment that the resident was not aware of the by-law. The decision has been made to cancel these infractions and issue refunds. Residents who paid the tickets at the Municipal Office will receive a refund from the Municipal Office and those that paid in St Thomas will receive a refund from there.

Deputy Mayor Leatham left the meeting at 9:44 a.m. after declaring a pecuniary interest in item 8.2.1.

8.2 Planning

8.2.1 R. Brown, Planner - Road Allowance Closure Request – O'Malley Rd – Recommendation Report 2022-48

Deputy Mayor Leatham declared a conflict on this item. (Is requester of the Road Closure.)

Resolution No. 2023- 06

Moved: Councillor Denning

Seconded: Councillor Navackas

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding a request to close the unopened portion of the O'Malley Road road allowance from Gibb Line east to the easterly limit of property at 23855 Gibb Line, and

Council direct administration to begin the formal road closure process for the unopened portion of O'Malley Road.

Carried

Deputy Mayor Leatham returned to the meeting at 9:48 a.m.

8.3 Operations & Community Services

8.3.1 L. Gosnell, Manager of Operations & Community Services - Blacks Road Surface Treatment Request

Mr. Gosnell presented his report outlining the criteria for hard surfacing of a road and the projected costs for doing so for the requested 2.4 km stretch of Blacks Road.

Councillor Denning inquired what the traffic count on this section of Blacks Road is compared to other gravel roads within the Municipality. Mr. Gosnell replied that this would be considerably lower than many other gravel roads. Mr. Gosnell further reported that staff would be doing an updated traffic count in the summer of 2023 and that even if there was cost savings from the project that was covered by the grant, no grant funds can be used towards the paving of this portion of the road.

Resolution No. 2023- 07

Moved: Councillor Navackas

Seconded: Councillor Denning

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations and Community Services re: Blacks Road Surface Treatment Request for information purposes.

Carried

8.4 Municipal Drains

8.4.1 J. Nethercott, Clerk - Appoint Engineers for Various Municipal Drains

Resolution No. 2023- 08

Moved: Councillor Tellier

Seconded: Councillor Denning

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Appoint Engineers for Various Municipal Drains; and

That West Elgin Council hereby appoints Spriet Associates Engineers & Architects to prepare Engineers reports for the following Municipal Drains: Primak, Stricker, and Calixte Municipal Drains.

Carried

8.4.2 J. Nethercott, Clerk - Appoint Engineers for New Municipal Drain Construction

Resolution No. 2023- 09

Moved: Deputy Mayor Leatham

Seconded: Councillor Navackas

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Appoint Engineer for New Municipal Drain Construction; and

That West Elgin Council hereby appoints Spriet Associates Engineers & Architects to prepare Engineers report for the new Municipal Drain Construction as requested by Scott Mohan under Section 4 of the *Drainage Act*.

Carried

8.5 Clerk's

8.5.1 J. Nethercott, Clerk - Appointment to Elgin Group Police Services Board

Resolution No. 2023- 10

Moved: Councillor Tellier

Seconded: Councillor Navackas

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Appointment to Elgin Group Police Services Board; and

That West Elgin Council hereby appoints Ida McCallum as the representative to the Elgin Group Police Services Board as the Community Representative from Western Elgin.

Carried

8.5.2 J. Nethercott, Clerk - Advisory Committees

Resolution No. 2023- 11

Moved: Deputy Mayor Leatham

Seconded: Councillor Denning

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Advisory Committees; and

That West Elgin Council hereby directs staff to proceed with hosting discussion with the County of Elgin Economic Development Department to update the terms of reference and work plan for an Economic Development Committee and to proceed as per the Advisory Committee Policy to post the vacancies on the Recreation Committee.

Carried

9. Committee and Board Report

9.1 Councillor Reports from Committees

Councillor Denning reported that the West Elgin Community Centre Board of Management met on January 10, 2023 for their first meeting of this term. The Board members are eagerly waiting for a response from OMHA regarding the West Lorne Minor Hockey program.

10. Upcoming Meetings & Events

- Four Counties Transit Committee Meeting - January 16, 2023 at 8:30 am
- Council Meeting - January 26, 2023 at 9:30 am
- Tri-County Water Board Plant Tour and Meet & Greet of new Committee - January 30, 2023 at 7 pm (Water Plant)

11. Accounts

Resolution No. 2023- 12

Moved: Deputy Mayor Leatham

Seconded: Councillor Navackas

THAT the Mayor and Treasurer are hereby authorized to sign Payment Voucher #1 amounting to \$2,759,683.53 in settlement of General, Road, Water and Arena Accounts including EFT#5983-6176, online Payments#1038-1054, cheque# 26084-26107 and Payroll PP25/26.

Carried

12. Consideration of Items Requiring Discussion

12.1 Rodney Kiwanis Club Road Closure Request

Councillor Denning inquired what the cost was to the Municipality for closing these roads. Mr. Gosnell reported that in the past it was between \$500 and \$700 per closure for the staff time.

Councillor Navackas inquired if it would cost less for the Rodney Night Market to close another road? Mr. Gosnell stated the costs are the same no matter the road. Clerk Jana Nethercott reported that the reason for using Furnival Road and the set up of the Night Market was to also allow the bricks and mortar stores to participate and benefit from the market customers.

Resolution No. 2023- 13

Moved: Councillor Denning

Seconded: Councillor Tellier

That West Elgin Council hereby approves the Rodney Kiwanis Club's request to close Furnival Road as follows:

Toonie Tuesday Opening Night - August 8, 2023 from 4:00 p.m. - 8:30 p.m.

Toonie Tuesday Final Night - August 29, 2023 from 4:00 p.m. - 8:30 p.m.

Rodney Night Market - November 18, 2023 from 1:00 p.m. - 10:00 p.m.

Carried

12.2 Rodney Kiwanis Club Request to Waive Fees

Resolution No. 2023- 14

Moved: Councillor Denning

Seconded: Councillor Navackas

That West Elgin Council hereby approves the Kiwanis Club of Rodney's request to waive fees for:

- Rodney Recreation Centre Feb 21 4 pm to 9 pm for pancake supper at a cost of \$425.00
- Rodney Recreation Centre April 8 8 am to 12 noon for Easter Egg Hunt at a cost of \$120.00
- Rodney Recreation Meeting Room Wednesdays for meetings (18 occurrences) at a cost of \$900.00

Plus applicable taxes and any increase to fees once as per the Fees and Charges By-law.

Carried

13. Council Inquires/Announcements

13.1 Notice of Motion

None

13.2 Statements/Inquires by Councillors

Councillor Navackas stated that she has been doing research on the practicalities of switching to nighttime meetings and in her research discovered that some municipalities are looking at switching to day time meetings and she was interested in other Councillors take on the situation. Discussion took place with Councillor Tellier pointing out that West Elgin Council is the only one to host meetings during the day. Council provided direction to staff to bring back a report on meeting time preferences and a draft survey to receive feedback from residents.

13.3 Matters of Urgency

CAO/Treasurer Magda Badura reported that she will be scheduling Integrity Commissioner Training for January 30, 2023 between 9 am and 11:30 am.

14. Closed Session

Resolution No. 2023- 15

Moved: Councillor Navackas

Seconded: Deputy Mayor Leatham

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 10:47 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).

Carried

15. Report from Closed Session

Council reported out of Closed Session at 11:17 a.m.

Resolution No. 2023- 16
Moved: Deputy Mayor Leatham
Seconded: Councillor Tellier

That West Elgin Council hereby direct the CAO/Treasurer to follow the April 23, 2019 letter regarding the discussed Human Resources Matter.

Carried

16. By-Laws

16.1 By-Law 2023-01 Appoint Committee of Adjustment

Resolution No. 2023- 17
Moved: Councillor Tellier
Seconded: Councillor Navackas

That By-Law 2023-01, being a By-Law to Constitute and Appoint a Committee of Adjustment for the Municipality of West Elgin, be read a first, second and third and final time.

Carried

16.2 By-Law 2023-02 Appoint Chief Building Official and Deputy Chief Building Official

Resolution No. 2023- 18
Moved: Deputy Mayor Leatham
Seconded: Councillor Denning

That By-Law 2023-02, being a By-Law to Appoint a Chief Building Official (CBO) and Deputy CBO for the Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

Carried

16.3 By-Law 2023-04 - Shared Services Agreement with the Township of Southwold

Resolution No. 2023- 19

Moved: Councillor Navackas

Seconded: Councillor Denning

That By-Law 2023-04, being a By-law to Authorize the Execution of an Agreement an agreement for the provision of Building Code Act Administration and the Enforcement Services with the Township of Southwold, be read a first, second and third and final time.

Carried

17. Confirming By-Law

Resolution No. 2023- 20

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That By-law 2023-03 being a By-law to confirm the proceeding of the Regular Meeting of Council held on January 12, 2023, be read a first, second and third and final time.

Carried

18. Adjournment

Resolution No. 2023- 21

Moved: Councillor Tellier

Seconded: Councillor Denning

That the Council of the Municipality of West Elgin hereby adjourn at 11:19 a.m. to meet again at 9:30 a.m. on January 26, 2023 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk