

Municipality of West Elgin Agenda Council Meeting

Date:	January 12 2023, 9:30 a.m.
Location:	West Elgin Community Complex - Hybrid Meeting
	160 Main Street
	West Lorne
	Electronic Hybrid Meeting

This meeting will be held in a Hybrid format. This meeting is 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. Public Meeting

Recommendation:

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

- 4.1 Call to Order
- 4.2 Presentation of Proposed Building Fees
- 4.3 Comments from the Public

4.4 Comments from Council

4.5 **Close of Public Meeting**

Recommendation:

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 a.m. in order to reconvene the Regular Meeting of Council.

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5. Adoption of Minutes

Recommendation:

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

Business Arising from Minutes 6.

Consent Agenda 7.

7.1	Monthly Staff Reports		
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	7.3.1	J. Nethercott, Clerk - 2022 Municipal Election Accessibility Report	67
Staff	Reports		
8.1	By-Law	Enforcement	
	8.1.1	J. Watson, By-Law Enforcement Officer - Verbal Update on Parking Infraction Blitz	
8.2	Plannin	g	
	8.2.1	R. Brown, Planner - Road Allowance Closure Request – O'Malley Rd – Recommendation Report 2022-48	75
		Recommendation: 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.	
8.3	Operati	ons & Community Services	

8.

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

Recommendation:

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

That West Elgin Council hereby directs staff to

8.4 Municipal Drains

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

Recommendation:

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.

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

Recommendation:

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*.

8.5 Clerk's

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

Recommendation:

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.

8.5.2 J. Nethercott, Clerk - Advisory Committees

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90

Recommendation:

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

That West Elgin Council hereby directs staff to _____.

9. Committee and Board Report

9.1 Councillor Reports from Committees

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

Recommendation:

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.

12. Consideration of Items Requiring Discussion

12.1 Rodney Kiwanis Club Road Closure Request

Recommendation:

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.

12.2 Rodney Kiwanis Club Request to Waive Fees

Recommendation:

That West Elgin Council hereby ______ 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.

13. Council Inquires/Announcements

- 13.1 Notice of Motion
- 13.2 Statements/Inquires by Councillors
- 13.3 Matters of Urgency
- 14. By-Laws

14.1 By-Law 2023-01 Appoint Committee of Adjustment

Recommendation:

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.

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

Recommendation:

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.

15. Confirming By-Law

101

Recommendation:

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.

16. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at ______ to meet again at 9:30 a.m. on January 26, 2023 or at the call of the Chair. 100



MUNICIPALITY OF West Elgin

Building Fees

2023 Fees

Residential - Group C Occupancies

1st Floor per square foot	\$1.00/sf
2nd & 3rd floor per square foot	\$1.00/sf
Basement	\$0.55/sf
Crawlspace	\$0.40/sf
Garage/Porch/Deck/Storage/Workshop	\$0.40/sf
Alt & Reno where square footage cannot be determined as above	\$13/\$1,000 Const. Value
Minimum Fee for all permits	\$350.00
Accessory Buildings - Decks, Porches etc.	
Less than 250 sf	\$ 170.00
251 to 500 sf	\$170 + \$0.21/sf over 250 sf
501 to 1000 sf	\$275 + \$0.11/sf over 500 sf
Over 1000 sf	\$315 + \$0.08/sf over 1000 sf
Farm Buildings	
Livestock Buildings & Manure Pits	\$110 + \$8/\$1,000 CV
Non Livestock Agricultural Buildings	
Less than 250 sf	\$184.00
251 to 500 sf	\$184 + \$0.21/sf over 250 sf
501 to 1000 sf	\$275 + \$0.11/sf over 500 sf
1001 to 1500 sf	\$315 + \$0.09/sf over 1000 sf
1501 to 3000 sf	\$375 + \$0.06/sf over 1500 sf
3001 sf or greater	\$450 + 0.05/sf over 3000 sf
Sewage System Permits	
New Class 4 or 5 sewage system	\$ 560.00
Repair to sewage system	\$ 360.00

Repair to sewage system Permit Renewal Fee

\$

160.00





Building Fees

Miscellaneous Permit Fees

Woodstoves, Chimneys, Fireplaces and other Wood Burning Appliances	\$ 160.00
Demolition Permit	\$ 160.00
In Ground Swimming Pools (incldes fencing)	\$ 160.00
Fence around Above Ground Pools	\$ 160.00
Building Re-locations	\$ 160.00
Transfer of Permit Fee	\$ 160.00
Tent Permit (greater than 60 m squared)	\$ 160.00
Re-inspection Fee (not ready for insp)	\$ 160.00
Change of Use (no construction)	\$ 160.00
Septic Inspection due to severance	\$ 160.00
Indemnity/Security Deposit (refundable)	\$500 or \$1,000
Conditional Permit	\$ 330.00
Sign permit	\$ 160.00
Building Research Fee (per hour)	\$ 35.00
Water Service Inspection fee	\$ 80.00

Commercial - Group D & E Occupancies, Including Mix Use Group C

Minor int reno less than 1000 sf GFA Major int reno 1000 sf and over GFA

New Construction & Additions

Group A & B Occupancies

Industrial - Group F Occupancies

New Fees

Group C - Multi Unit - excluding semi detached, duplexes, townhouses & row houses

Alternative Solution Review

Additional Plans Review(changes to original submission)

Expedite Permit Review (if time allows) Plumbing - new Water Service Connection or Sewer Connection Designated Structures (1.3.1.1 of Building Code) - not noted elsewhere \$1.00/sf - min \$410 \$1.00/sf - min \$960 \$13/\$1,000 Const. Value - min \$1,500 \$13/\$1,000 Const. Value min \$1,000 \$13/\$1000 Const. Value min \$1,000

2023 Fees

\$13/\$1,000 Const. Value -
min. \$1,000
TBD by CBO - based on peer
review cost
25% addition to original permit
fee
25% addition to permit fee
\$ 200.00
\$500.00/structure



Municipality of West Elgin

Minutes

Council Meeting

December 19, 2022, 8:30 a.m. Municipal Office - Hybrid Meeting 22413 Hoskins Line Rodney Electronic Hybrid Meeting

Present: Mayor D. McPhail Deputy Mayor R. Leatham Michelle Navackas Bill Denning

Regrets: Councillor T. Tellier

Staff Present:M. Badura, CAO/ TreasurerBrittany Jessome, Recording Secretary

This Meeting was held in Hybrid format

1. Call to Order

Mayor Duncan McPhail called the meeting to order at 8:35 a.m.

2. Adoption of Agenda

Resolution No. 2022- 429

Moved: Michelle Navackas Seconded: Bill Denning

That West Elgin Council hereby adopts the Agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Adoption of Minutes

Resolution No. 2022- 430

Moved: Deputy Mayor Leatham Seconded: Michelle Navackas

That the Minutes of the Council meeting on December 08, 2022 be adopted as circulated and printed.

Carried

5. Consideration of Items Requiring Discussion

5.1 London and Middlesex Humane Society Agreement

5.2 West Lorne Minor Hockey Association Letter of Support Request

Councillor Denning commended the West Lorne Minor Hockey Association for putting together such a well written package to appeal the decision.

Resolution No. 2022-431

Moved: Michelle Navackas Seconded: Bill Denning

That West Elgin Council hereby authorize the Mayor to sign the Letter of Support to the West Lorne Minor Hockey Association in support of their appeal of reclassification to the Ontario Minor Hockey Association.

Carried

5.3 Transit Bus Purchase - Requote

Resolution No. 2022-432

Moved: Michelle Navackas Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the recommendation from the Four Counties Transportation Services Committee re: Transit Bus Purchase and approves the purchase of the bus at a cost of \$135,900.00 plus applicable taxes.

Carried

5.4 Rodney Shuffleboard Waiver of Fees Request

Council discussed the need to build recreation in the community, and that on order to do so we need to have the proper funds. They addressed the issue that if we waive fees for one group, it would only be considered appropriate to waive fees for all, and this would not allow the funding needed to be coming in to the Municipality.

Council has asked staff to meet with the Rodney Shuffleboard group to discuss options that will allow the group to continue while also bring revenue to the Municipality to keep the facility operable for them.

Resolution No. 2022- 433

Moved: Deputy Mayor Leatham Seconded: Michelle Navackas

That West Elgin Council hereby waive the rental fees for the month of January; and

That West Elgin Council hereby directs staff to communicate with the Rodney Shuffleboard Group to bring forward a plan to Council in January for the payment of 2023 Season rental fees.

Carried

6. Council Inquires/Announcements

6.1 Notice of Motion

None.

6.2 Statements/Inquires by Councillors

None.

6.3 Matters of Urgency

None.

7. By-Laws

7.1 2022-76 - Site Plan Control - Arvai Developments Inc

Resolution No. 2022-434

Moved: Michelle Navackas Seconded: Bill Denning

That By-law 2022-76 being a By-law to Authorize the Execution of a Site Plan Agreement with Arvai Developments Inc. for the Property known Municipally as 196 Ridge St, West Lorne, be read a first, second and third and final time.

Carried

7.2 2022-77 - Site Plan Control - Canadian Commercial (West Lorne) Inc.

Resolution No. 2022-435

Moved: Bill Denning Seconded: Deputy Mayor Leatham

That By-Law 2022-77 being a By-Law to Authorize the Execution of a Site Plan Agreement with Canadian Commercial (West Lorne) Inc. for the Property known Municipally as 244 Graham Road, West Lorne, be read a first, second and third and final time.

Carried

8. Confirming By-Law

Resolution No. 2022-436

Moved: Michelle Navackas Seconded: Deputy Mayor Leatham

That By-law 2022-78 being a By-law to confirm the proceeding of the Regular Meeting of Council held on December 19, 2022, be read a first, second and third and final time.

Carried

9. Adjournment

Resolution No. 2022-437

Moved: Bill Denning Seconded: Michelle Navackas

That the Council of the Municipality of West Elgin hereby adjourn at 8:55 am to meet again at 9:30 a.m. on January 12, 2023 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Magda Badura, Deputy Clerk



Municipality of West Elgin

Minutes

Inaugural Meeting of Council

November 17, 2022, 7:00 p.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 M. Navackas Councillor B. Denning

- Staff Present:M. Badura, CAO/ TreasurerL. Gosnell, Manager of Operations & Community ServicesJeff McArthur, Fire ChiefBrittany Jessome, Recording Secretary
- 1. Call to Order

Mayor McPhail called the meeting to order at 7:14 p.m.

2. Declaration of Office - Administered by Deputy Clerk

- 2.1 Mayor Duncan McPhail
- 2.2 Deputy Mayor Richard Leatham
- 2.3 Councillor Taraesa Tellier
- 2.4 Councillor Bill Denning
- 2.5 Councillor Michelle Navackas

3. Councillor Remarks

Deputy Mayor Richard Leatham commented on the great council that ran last term and expected this term to have another excellent team to serve.

Councillor Taraesa Tellier stated that she was grateful to serve with such a great team last term. She thanked her family for all their support throughout last term and in running for a new term.

Councillor Michelle Navackas was excited to serve this term. She stated there are challenging times ahead but recognized the great group to work through it with. She thanked her family for their support.

Councillor Bill Denning was excited to be able to serve the Municipality. He thanked previous council, and specifically past Councillor Angela Cammaert for her support and guidance. His plan is to listen and learn in the initial phase of council and was thankful for the opportunity.

4. Address by Mayor McPhail

Mayor Duncan McPhail expressed his thanks to past council for stepping forward to face Municipal challenges. He recognized the excellence from Senior Management and Municipal staff members and commended their hard work to always do their best when advising council. He addressed families of council members, commenting how important it is to have people standing behind you and thanked them for the support they give. He stated that the seats at council come with a lot of responsibility, and that respect and confidence of taxpayers is earned. He is looking forward to a new term. Mayor McPhail closed his remarks by saying he knows they will all work together over the next 4 years to accomplish great things for the Municipality of West Elgin.

5. Confirming By-Law

Resolution No. 2022-375 Moved: Councillor Navackas Seconded: Councillor Denning

That By-Law 2022-67, being a by-law to confirm the proceedings of the Inaugural Meeting of Council held on November 17, 2022, be read for a first, second and third and final time.

Carried

6. Adjournment

Resolution No. 2022-376 Moved: Councillor Tellier Seconded: Deputy Mayor Leatham

That West Elgin Council hereby adjourn at 7:23 p.m. to meet again at 9:30 a.m. on November 24, 2022, or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Magda Badura, Deputy Clerk



Staff Report

Report To:	Council Meeting	
From:	Lee Gosnell, Manager of Operations & Community Services	
Date:	2023-01-12	
Subject:	Monthly Operations Update – December 2022	

Recommendation:

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

Purpose:

The purpose of this report is to provide Council with an update on municipal operations during the month of December.

Background:

Utilities

- Staff kept up on all regular duties including meter changes, reads and locate requests.
- Installation of a new water service on Silver Clay Line.
- Completed diagnostic work and repair on the bulk fill water station and tested for proper operation.
- Prepared tractor for sidewalk plowing/salting operations in Rodney and completed multiple rounds during the month.
- Utilities operator started winter shift position with the public works department. This operator assists with winter maintenance activities as well as water dept. work when weather allows.
- Department Supervisor took part in Emergency Management exercise.

Recreation

- Staff kept up on regular duties including arena operations and regular cleaning of the Rodney Recreation Centre.
- Covered additional ice bookings during the holiday season and delivered multiple sponsored public skate times.
- Quiet time in the arena was used to clean and paint the canteen kitchen prior to use by the Wallacetown Optimists at the WLMH Jamboree.
- Recreation staff received training on the Trackless sidewalk plow which is used to clear snow in Rodney and West Lorne.
- Assisted with snow removal, warming center setup/operation, and shuttling stranded motorists back to their vehicles after the storm.

Public Works

- Completed excavation work for the new water service on Silver Clay Line
- Completed drain repair at 24320 Pioneer Line
- Repaired washout on Fleming Line
- Finished grading operations during early December to prep gravel roads for winter
- Assisted with final grading of Blacks Road over the new bridge at McDougall Line, which was opened mid-month. The new box culvert on Blacks Road at Kintyre Line should be finished early in the new year...weather pending.
- Pothole patching along all hardtop roads and edge repair on Dunborough Road.
- All public works staff (fulltime and seasonal) competed a 3-day snowplow course which consisted of both classroom and practical training.

Storm Response

- December 23 saw the arrival of our first major winter storm of the season. Preparation began days before, with staff inspecting winter equipment, verifying fuel levels in bulk tanks and generators, topping off winter material stockpiles such as salt, and confirming availability of additional resources if required. The storm began as rain on December 22, with an expected transition to snow at approx. 5:00 am on December 23. Patrolling began at 3:00 am and operators were on duty at 4:00 am to salt roads during the transition period. Temperatures dropped quickly around daybreak and winds steadily increased through the morning hours.
- By noon, moderate snowfall, and winds of 60 km/hour (gusting to 90 km/hour) were causing whiteout conditions. Highway 401 was closed in both directions between London and Tilbury due to multiple accidents, and many displaced motorists began using local roads. Unfortunately, due to GPS navigation systems which sent people down gravel roads and treacherous driving conditions, many of these motorists became stranded in West Elgin and neighboring municipalities. Due to further deterioration in road and weather conditions, a significant weather event was declared at 3:30 pm on December 23 and plowing operations were suspended for safety reasons. Most operators were sent home for rest, while the afternoon shift dealt with downed power lines, fallen trees and stranded motorists.
- The Rodney Recreation Centre was opened as a warming shelter during the afternoon hours, initially housing a dozen stranded motorists. This number would continually increase through the evening and overnight hours, as OPP and municipal staff delivered people found stranded along the roadways. With the help of West Elgin staff, members of the West Elgin fire department, and local residents, every individual (including pets) brought into the Recreation Centre were provided with hot drinks, food, and a warm place to sleep for the night. West Elgin's Fire Chief even made the slow drive to St. Thomas for more cots and blankets as numbers grew to approximately 50 by midnight.
- Operations staff used a grader, front end loader and pickup to reach stranded motorists, as well as freeing an ambulance which became stuck while on route to a call. This continued throughout the night until the day shift returned the next morning. Plowing operations began on all roads before 5:00am on Saturday December 24. This was a slow process, as blowing snow was still causing visibility issues, and operators were having to carefully work around many abandoned vehicles. Winter operations carried on throughout the day, with most roads cleared by early evening. A few sections of gravel road remained closed due to heavy drifting until they could be cleared by loaders and graders.

• Frigid temperatures and strong winds persisted on Saturday, but as plows were able to clear the roads, people who had stayed at the Rodney Recreation Centre were eager to continue their travels. Many struggled to reach a towing service, and some had no idea where their vehicle had been left. With help from West Elgin staff members and volunteer firefighters, people were transported back to their vehicles, and in many cases, workers helped shovel snow and free frozen brakes to get people on their way without the need for a tow truck. These recovery operations continued for several hours, with the final residents of 'Hotel Rodney' checking out at 5:30 pm on Christmas Eve. The last public works staff went home on December 24 at 9:00pm, but operators were back in at 5:00am Christmas morning to clear the remaining gravel sections and touch up some light drifting on hard top roads.

It has been many years since our area has seen a storm of this nature, and hopefully we will not experience a repeat anytime soon (although climatologists suggest these will be more frequent in the future). Although snowfall accumulation was not significant, bitterly cold temperatures, high winds, heavy drifting, poor visibility, and closure of a busy highway created a significant winter emergency. Situations like these require a coordinated effort and support from the entire team to be successful. There should be no doubt the community of West Elgin delivered during this winter event.

Report Approval Details

Document Title:	Monthly Operations Update - December 2022 - 2023-02-Operations Community Services.docx
Attachments:	
Final Approval Date:	Jan 6, 2023

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

Jana Nethercott



Staff Report

Report To:	Council Meeting
From:	Jackie Morgan-Beunen, CBO
Date:	2023-01-12
Subject:	Building Activity Report December 2022

Recommendation:

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

Purpose:

The purpose of this report is to provide Council with information regarding the type of permits issued between December 1st to 31st, 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 December: Total Number of those being Demolition Permits issued: Number of New Residence Building Permits within: 	5 0 0
Summary of Permits issued Year-To-Date:	
 2022: Number of Permits Issued to end of December: 	90
 2021: Number of Permits Issued to end of December: 	118
 2022: Total Construction Value to end of December: 	\$10,827,459.95
 2021: Total Construction Value to end of December: 	\$13,295,242.00
 2022: Total Permit Fees to end of December: 	\$88,465.46
 2021: Total Permit Fees to end of December: 	\$87,621.67

Financial Implications:

There are no financial implications associated with this report.

Report Approval Details

Document Title:	Building Activity Report December 2022 - 2023-02-Building.docx
Attachments:	
Final Approval Date:	Jan 9, 2023

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

Jana Nethercott



All Ontario Municipalities

December 15, 2022

To Whom it May Concern:

On Wednesday December 14th, 2022 Lanark County Council passed the following motion:

MOTION #CC-2022-235

MOVED BY: R. Kidd SECONDED BY: B. Dowdall

Be it resolved that the Lanark County Council recognizes the issues of violence in rural communities as serious to the health and wellness of local families; and

Be it further resolved that the Lanark County Council recognizes the rural Renfrew County Coroner's Inquest as important to all rural communities; and

Based on the statistics of 4815 crisis calls and service provision to 527 women and children in our local community, the Lanark County Council declares IPV (intimate partner violence)/VAW (violence against women) an epidemic as per recommendation #1 of the Renfrew County Coroner's jury recommendations; and

That this resolution be circulated to all municipalities in Ontario, local MPs and MPPs, the Association of Municipalities of Ontario, and the Ministry of the Attorney General, Ministry of Women's Social and Economic Opportunity, and the Federal Ministry of Women and Gender Equality.

Further background on the Renfrew Inquest Recommendations can be found at this link: <u>https://lukesplace.ca/wp-content/uploads/2022/06/CKW-Inquest-Verdict-Recommendations-SIGNED_Redacted.pdf</u>

Thank you,

Jasmin Ralph, Clerk

Cc: Association of Municipalities of Ontario, Scott Reid, MP, John Jordan, MPP, Ministries of the Attorney General, Justice, Women's Social and Economic Opportunity, and the Federal Ministry of Women's Issues. 87 John Street South Aylmer ON N5H 2C3 Phone: 519-773-5344 Fax: 519-773-5334 www.malahide.ca



December 6, 2022

The Honourable Karen Vecchio, MP Elgin-Middlesex-London <u>Karen.Vecchio@parl.gc.ca</u> The Honourable Rob Flack, MPP Elgin-Middlesex-London <u>rob.flack@pc.ola.org</u> The Honourable Steve Clark, Minister of Municipal Affairs and Housing <u>steve.clark@pc.ola.org</u> Association of Municipalities of Ontario (AMO) <u>amo@amo.on.ca</u> Rural Ontario Municipal Association (ROMA) <u>romachair@roma.on.ca</u> Municipalities of Ontario

RE: Federal Cannabis Act Review

At its regular meeting held on December 1, 2022 the Malahide Township Council passed the following Resolution:

No. 22–278 Moved By: Mark Widner Seconded By: Chester Glinski

THAT the Township of Malahide correspondence relating to the Federal Cannabis Act Review be circulated.

Carried

As per the above resolution, please find attached a copy of this correspondence for your information and consideration.

Respectfully,

Anno

Allison Adams, Manager of Legislative Services/Clerk 87 John Street South Aylmer ON N5H 2C3 Phone: 519-773-5344 Fax: 519-773-5334 www.malahide.ca



November 17th, 2022

Cannabis Act Legislative Review Secretariat *(sent via email: <u>legreview-examenleg@hc-sc.gc.ca</u>)* Health Canada Address locator 0302I Ottawa, Ontario K1A 0K9

To whom it may concern:

Re: Federal Cannabis Act Review

The purpose of this correspondence is to provide a formal response to the Federal Government's review of the *Cannabis Act*.

At its October 20th, 2022 Regular Meeting, Council for the Township of Malahide directed Township Administration to prepare and forward specific municipal impacts and costs in relation to current cannabis legislation to the federal government's cannabis legislation review process.

The Township of Malahide has incurred significant legal fees, council and staff time, and general community disruption, all pertaining to licenses issued under the federal Medical Cannabis Registration process. Township Council and staff time has cost taxpayers here approximately \$14,000 in the last 18 months alone, with additional incurred costs within the same time period of approximately \$8,000 for outside legal and other consulting advice.

The Township of Malahide is not against or opposed to cannabis, and appreciates the roles that both the federal and provincial governments provide in assisting municipalities. However, the Township believes that there are many improvements that can be made, especially in the areas of inspections, enforcement, and ensuring that operations and licenses issued for same are appropriate and take into consideration and minimize impacts on surrounding land uses.

As it currently stands, municipalities, especially smaller, rural municipalities such as Malahide, have little resources to effectively combat a situation where Health Canada has issued licenses for a scale of growing that would never seem appropriate on a residential property.

With the above concerns, the Township of Malahide fully supports the key messages of The Association of Municipalities of Ontario (AMO), which include: local governments,

residents, and communities continue to be concerned about multiple medical cannabis grow authorizations that can sometimes be located in one place; a concern that there is a lack of information on authorized operations in communities; and, local governments should be able to recoup the costs associated with enforcement related to medical cannabis grows, with a portion of any fines and licensing fees collected being transferred to municipalities to cover the local cost of enforcement.

Thank you for the opportunity to provide comment.

Respectfully,

Adam Betteridge, MCP, RPP Chief Administrative Officer, Township of Malahide <u>abetteridge@malahide.ca</u>

CC:

- Township of Malahide Council
- The Association of Municipalities of Ontario (AMO) c/o Craig Reid (creid@amo.on.ca) and Daniela Spagnuolo dspagnuolo@amo.on.ca



FOR IMMEDIATE RELEASE

December 6, 2022

Ed Ketchabaw Elected as Elgin County Warden

Central Elgin, Ontario – Elgin County Council elected Ed Ketchabaw, Mayor of the Municipality of Bayham, as Elgin's Warden during its inaugural meeting held December 6, 2022. Warden Ketchabaw now serves as the head of Elgin County Council for the 2023 governance year, representing the first year of Council's four-year term.

As the head of County Council, Warden Ketchabaw's responsibilities include acting as chair of Council meetings, providing leadership to Council, representing the County at official functions, acting as the County's spokesperson, and much more.

The most immediate past Warden, Councillor Duncan McPhail, Mayor of the Municipality of West Elgin, will serve as Elgin's 2023 Deputy Warden.

"It is an honour to have been elected by County Council to serve as Elgin County's 2023 Warden," said Warden Ketchabaw. "I look forward to working with Council to ensure Elgin County continues to be a place where people want to live, work and play for years to come."

Elgin County is governed by County Council, which is comprised of nine Members from Elgin's seven local municipalities. County Council representatives for the 2022-2026 term are:

- Councillor Duncan McPhail Mayor, Municipality of West Elgin
- Councillor Mike Hentz Mayor, Municipality of Dutton Dunwich
- Councillor Grant Jones Mayor, Township of Southwold
- Councillor Andrew Sloan Mayor, Municipality of Central Elgin
- Councillor Todd Noble Deputy Mayor, Municipality of Central Elgin
- Councillor Dominique Giguère Mayor, Township of Malahide
- Councillor Mark Widner Deputy Mayor, Township of Malahide
- Councillor Jack Couckuyt Mayor, Town of Aylmer
- Councillor Ed Ketchabaw Mayor, Municipality of Bayham

For more information about Elgin County Council, visit: <u>https://www.elgincounty.ca/council/</u>

For additional information, please contact:



We've made it to the 12th and final chapter of 2022- what a year it's been! Amidst all the uncertainty and unfamiliarity, there have been so many moments of delight as we've finally been able to resume the activities and traditions we hold dear. It's been so good to see you again, Elgin County! As we take stock of a year almost complete we are deeply grateful to be part of such an incredible community.

Now more than ever, the impacts of prioritizing shopping local make a huge difference. Wherever possible, please consider looking a little closer to home for the items on your shopping list- these purchases help to support the heart of our communities and ensure strong local economies now and in the future.

From all of us at Elgin County Economic Development and Tourism, we wish you a very Merry Christmas and a prosperous New Year. Have a magical December in Elgin!





Congratulations to Natterjack Brewing Company Ltd. in West Elgin, who recently received a Gold award in the Smoked Beer category at the Ontario Brewing Awards ceremony in Toronto! Their 'Logger' beer is a must-try, along with the rest of their incredible locallymade lineup! Check them out and shop online <u>here</u>



Earth + Honeybee



There are new beekeepers on the scene in Elgin County, and the community is already abuzz! Husband and wife duo Melissa and Adam are new residents in Union, having just arrived from the Ilderton area in October 2022, and they are already establishing a strong local presence at farmers' markets and through their online shop.

The couple's passion for environmental stewardship is evident in everything they do, but most significantly in the way they work with and for the bees in their care. Cultivating spiritual ties with bees allows one to be able to connect with nature in a vulnerable way, says Melissa. In caring for the hive you start to deeply understand the role bees play in the broader ecosystem and to use all your senses to appreciate their contributions. One thing Melissa enjoys most about beekeeping is the way that it becomes meditative, through the hum of the bees and routine of their care. She reflects that being amidst an active hive of bees makes you feel like you're stopped in time. Seeing them living with such structure and instinct, serving a collective benefit that's greater than any one bee, is an inspiring metaphor for life.

These are all lessons that the couple has learned in a relatively short amount of time, having first started keeping bees as a hobby born from a brainstorming session in 2017. At that time, they were looking for hobbies they could share but also potentially turn into a business. Melissa thought about beekeeping, and it all started rolling from there, eventually leading to her leaving her career in mental health to serve the business full-time while Adam continues to work for the City of London. The process has all seemed quite natural and symbolic, almost predestined! Since Melissa was a child, she has been interested in name meanings, with hers being 'honeybee'. Adam's means 'red earth,' so the combination of the two inspired the business name.

Education is at the core of Earth + Honeybee's identity. Melissa and Adam love to help people learn more about honeybees, give them more confidence in starting or continuing their beekeeping journeys, and providing access to affordable equipment and bee byproducts that people may not otherwise be able to find. They are passionate about inviting people to see firsthand how deeply they care for their hives as working members of the operation, with bee health and welfare as their top priority.

The couple hopes that by learning about and experiencing beekeeping firsthand, people can become more connected to the original 33 ts of self-sustenance and join the network of humans taking an active role in supporting pollinators. This, they feel, is connected to

broader activities and values that include soil maintenance through composting, wellness and meditation, and planting pollinators. They plan to facilitate these educational and healing encounters through experience-based opportunities at their new property in Union as well as virtual workshops. Through sharing their love for bees and beekeeping, Melissa and Adam are building a pretty incredible community!

With a strong start and big goals for the future, Earth + Honeybee is a great new addition to Elgin County. Please check them out at their website below and look for them at a market near you in 2023!

Earth + Honeybee 6039 Fairview Rd., St. Thomas, ON N5P 3S8 519-494-8070 Email: Earth.Honeybee@gmail.com Shop online with local pickup or find them at a local market <u>Website</u>



Paleta Passion



Another new Elgin business with a very fitting name is Paleta Passion, now with a lovely storefront on Talbot Street in Aylmer! Owner Christina Friesen, an Aylmer native, spent part of her childhood in Mexico and was inspired to start a small business centred on a nostalgic sweet treat from her time there.

The paleta is a Mexican frozen treat made from either fresh natural fruits or rich, creamy ingredients, and it plays a strong role in the country's cultural tradition. Christina remembers how exciting it was to enjoy paletas as a child and notes that in Mexico there is a great deal of regional flavour variation, since they traditionally use fruits that are local and in season. If the ultimate Mexican paleta taste-testing road trip isn't in the cards for you anytime soon, a trip to 81 Talbot St E in Aylmer is very close to being the real deal!

Christina jumped right into the creative freedom of crafting new flavours. She developed a blueberry paleta that is unique because blueberries are not grown in Mexico! The most popular flavour among customers who come from a Mexican background is horchata, while those new to the paleta seem to favour mango. With Christmas flavours in-store now, this is the perfect holiday venture with the family.

Christina has big plans for the future and will continue to pop up at local markets throughout the summer season in addition to operating the new store. This is definitely one to watch, and we strongly recommend keeping her in mind for your next corporate event or party!

Congratulations, Christina, we are excited to see where this new venture takes you!

Paleta Passion 81 Talbot St. E, Aylmer, ON 226-231-2615 Email: paletapaᢒᢒion@gmail.com Open Tuesday-Saturday 1pm-6pm, open until 9pm Fridays <u>Website</u>



Here is the menu! Stop by in-sto26 for the list of seasonal offerings.


Southwestern Ontario Development Fund

The newest SWODF application intake will be open from January 12, 2023 to February 23, 2023. You can find more information about eligibility and the intake process <u>HERE</u>

For advice on developing and strengthening your application, you are encouraged to contact your regional advisor or Business Advisory Services at:

Business Advisory Services - Western Region Main Office westernregionbas@ontario.ca Toll-free: 1-800-267-6592

Canada Summer Jobs

Canada Summer Jobs provides wage subsidies to employers with 50 or fewer full-time employees to create quality summer work experiences for young people aged 15-30 years. Applications are open until January 12, 2023 and more details are available <u>HERE</u>

Business Scale-up and Productivity- FedDev Ontario

Thinking of taking things to the next level? Funding under this stream helps to accelerate the growth of firms and assist with the adoption of new, innovative technologies that support scale-up, productivity, adn the development of and entry into new markets to help companies become globally competitive. More details <u>HERE</u>

Community Economic Development and Diversification- FedDev Ontario

Funding is available to businesses and not-for-profit organizations in small communities who are working to develop, diversify, and transform their local economies. <u>DETAILS</u>



Are you an Immigrant or Racialized Person who has Experienced Discrimination in St. Thomas or Elgin County in the Last Three Years?

If you are, and you have experienced discrimination in a Workplace Setting, in a Public Place, or By the Police, please consider participating in a <u>virtual interview</u> with researchers at Western University.

By sharing your stories and feedback, you will help communities across the region become more inclusive and welcoming. If you are interested in participating, please fill out a short survey and the researchers will contact you.



FALL 2022 TOURISM BUSINESS SURVEY





We want to hear from you! If you operate a tourism-related business in Elgin County, the department would greatly appreciate your taking the time to complete our quick survey summarizing the summer 2022 tourism season <u>HERE</u>. Thanks so much for your consideration!

Have an opportunity you'd like us to share? Please send details to <u>economicdevelopment@elgin.ca</u>

BUSINESS PLANNING



A FOUR-PART SERIES



Sarah Noble

Marketing & Communications



Elle Crevits

Business Advisor

JAN. 23 & 24 2.00 pm - 4.00 pm JAN. 30 & 31 09.00 am - 3.00 pm

SBECINNOVATION.CA

Is 2023 the year you start working toward a new business or a new business growth goal?

When was the last time you brushed up your business plan, or are you on the journey without your map?

This FREE four-part Business Planning Boot Camp is designed to support entrepreneurs to refresh their plan or start from scratch with the support needed to polish it up too.

Because if you are looking for funds, you are going to need a plan.

If you are looking to grow, you are going to need a plan.

If you are looking to start, this is the starting line.

40 Join Sarah and Elle from the <u>St. Thomas-Elgin Small Business Enterprise Centre</u> in

January to start the new year strong! Signup here



Start 2023 strong!

Take advantage of our Digital Sign Program!

5,000 weekly impressions for your business for FREE Limited Opportunity contact snoble@stthomas.ca

Provincial Government Updates

On November 14, the Ontario Government released the <u>2022 Ontario Economic</u> <u>Outlook and Fiscal Review - Ontario's Plan to Build: A Progress Update</u>. It included the government's progress report on previous budgetary commitments, as well as new measures including support for small businesses. Key highlights:

- Providing over \$675M in Ontario income tax relief over 3 years by temporarily allowing eligible businesses to immediately expense up to \$1.5M per year for certain capital investments
- Proposing to extend the phase-out range for the small business Corporate Income Tax rate to between \$10M and \$50M of taxable capital
- Proposing to expand eligible expenditures for the Ontario Productions Services Tax Credit to include location fees
- Establishing consultation groups to support refocused red tape reduction efforts, inviting representatives from key industries and areas of activity across the province
- Proposing legislation to launch a voluntary Clean Energy Credit registry
- Proposing amendments to the Securities Act to enable digital access to documents

On November 23, the Provincial Ministry of Red Tape Reduction introduced the *Less Red Tape, Stronger Ontario Act*, which includes 28 new measures to increase Ontario's competitiveness, support stronger supply chains, and make government easier to access and interact with. <u>Read the backgrounder here</u>

Highlights of the package include:

• Removing legislative barriers to support greater investment in clean and emission

reducing technologies.

- Providing more data and tools to municipalities to determine optimal Reduced Load Periods on roadways and improve supply chain efficiency.
- Increasing court capacity and efficiency to improve service, including the introduction of digital jury questionaries.
- Modernizing the Veterinarians Act, including identifying opportunities to streamline requirements or reduce compliance burden for vets and practice owners.

The *Act* also included the creation of the **Grow Ontario Strategy**, which outlines the province's plan to strengthen the agri-food sector, ensure an efficient, reliable, and responsive food supply and address ongoing vulnerabilities through new innovations.

The plan focuses on three key priorities:

- Strengthen Agri-food Supply Chain Stability: Increase both the consumption and production of food grown and prepared in Ontario by 30 per cent, increase Ontario's food and beverage manufacturing GDP by 10 per cent and boost Ontario's agri-food exports eight per cent annually by 2032. This includes opening applications for the \$10 million Food Security and Supply Chain Fund which will provide funding for projects such as updated inventory software, expanded warehousing to allow increased inventory levels or automation equipment to address labour gaps. The province is also strengthening its food processing capacity and food security to position the sector for growth through the \$25 million Strategic Agri-Food Processing Fund.
- Increase Agri-food Technology and Adoption: Boost research infrastructure, advance the uptake of new technologies, grow the market for Ontario innovative technologies domestically and globally, and grow the use of data to support efficiencies in the agri-food sector and value chain. The province will also begin consultations on modernizing the Agricultural Research Institute of Ontario Act to fuel innovation and support efforts to provide modern, relevant research information to farmers and agri-food businesses.
- Attract and Grow Ontario's Agri-food Talent: The province aims to increase total agri-food sector employment by 10 per cent by 2032, as well as increase awareness of modern, high-tech agri-food careers, opportunities for mentorship and hands-on job training, and support efforts to increase veterinary capacity in underserviced areas of the province. This includes launching public consultations to explore opportunities to modernize the Veterinarians Act as part of the plan to increase access to veterinary care in Ontario.

DEPARTMENTAL ACTIVITY





On November 22, the Economic Development and Tourism team attended the Aylmer Chamber of Commerce's Business After 5 networking event held in the future home of the Aylmer-Malahide Museum and Archives. It was a great opportunity to connect with some familiar faces and hear about all the exciting things happening in the Aylmer business community!



Members of the Economic Development team attended the 2022 Growing Your Workforce conference hosted in partnership with the Western Ontario Wardens' Caucus.

Members of the team also attended the St. Thomas and District Chamber of Commerce's Annual General Meeting on November 30.



- Saturdays and Sundays in December- Port Stanley Terminal Rail Treats Trains
- Saturdays in December- Old Imperial Farmers' Market Christmas Market
- Saturday, December 17- Holidays at **44**arta Lavender Farm
- Saturday, December 17- Sip and Shop Market at London Waffle Co.



THE FINGAL SHEDDEN AND DISTRICT OPTIMIST CLUB

Christmas Tree Sale

36008 Fingal Line, Fingal

Trees are \$45 each - Cash only - honour box in place

Only 100 available!

First come, First Served





CHRISTMAS BUFFET SALADS APPETIZER Fish Pakora Assorted 12 Type Beef Kabab Cold Cut Platter Assorted Cheese Platter Spring Rolls Samosa SOUP MAIN COURSE Cream of Tomatoes Roast Beef Striploin Roast Turkey Grilled Chicken with Mushroom Sauce DESSERT Butter Chicken Apple Pie Shahi Paneer Fruit Cake Assorted Cookies Stirfried Noodles Fresh Cut Fruits Mashed Potatoes Seasonal Veg. = ||| = WAYSIDE DINING & BAR TRULY EXCEPTIONAL 0 12.00 p.m. to 8.00 p.m. 519-633-0360 Price : \$29.99 10680 Sunset Drive Kids 7 to 12 Yrs \$15.99 Kids under 7 - FREE Talbotville, ON NOL 2K0 waysidedining.ca

UPCOMING NETWORKING EVENTS



 January Business after 5 hosted by the St. Thomas & District Chamber of Commerce, January 18- <u>Details</u>

Have an event you'd like us to share? Please send details to <u>economicdevelopment@elgin.ca</u>

Elgin County Economic Development & Tourism | www.elgincounty.ca



Elgin County | 450 Sunset Drive, St. Thomas, N5R 5V1 Canada

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ELGIN GROUP POLICE SERVICES BOARD

Municipality of Bayham | Municipality of Central Elgin | Municipality of Dutton Dunwich

Municipality of West Elgin | Township of Malahide | Township of Southwold

December 23, 2022

The Honourable Michael Kerzner Solicitor General 25 Grosvenor Street Toronto, ON M7A 1Y6

michael.kerzner@ontario.ca

Dear Hon. Michael Kerzner,

At its meeting held on November 28, 2022, the Elgin Group Police Services Board passed the following resolution in support of reducing speeding on local roadways:

RESOLVED THAT the Secretary Administrator be directed to send correspondence to the Ministry of the Solicitor General to advocate for increased fines for all levels of speeding; and

THAT this correspondence be sent to Elgin County's Local Municipal Partners.

Speeding has become a growing concern on our roads, streets, and highways. Speeding remains one of the leading factors of fatal, personal injury and property damage collisions on our roadways. While the dangers of speeding are well known, the current driving culture considers driving 20 km/h over the speed limit normal.

Since the street racing and stunt driving penalties were increased under the Ontario Highway Traffic Act, we have seen a reduction in the number of charges laid. However, fines for other speeding infractions have remained unchanged. The Elgin Group Police Services Board, therefore, respectfully requests that the Ministry of the Solicitor General consider increasing fines for all levels of speeding in Ontario.

Sincerely,

Carolyn Krahn

Carolyn Krahn Secretary Administrator, Elgin Group Police Services Board

cc. Local Municipal Partner Councils

Corporation of the County of Elgin c/o Elgin Group Police Services Board 450 Sun**gq**t Drive St. Thomas, Ontario N5R 5V1

OntarioSheep

On behalf of Ontario's 2700 sheep farmers, I am reaching out to begin a dialogue with your municipality on the increasing challenge livestock farmers face in dealing with problem predators, and the role that Livestock Guardian Dogs (LGD) and your municipal dog control bylaws play in helping our farmers protect their sheep.

Problem predators are an increasing challenge and cost for Ontario livestock farmers requiring considerable effort and resources on the part of farmers and the Ontario Sheep Farmers (OSF). The financial cost of predation not only costs farmers, in terms of preventative measures, such as fencing and LGD; it also costs Ontario taxpayers, with the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) paying farmers over \$717,000 in the 2021 FY for losses of livestock caused by wildlife. This cost does not include the cost borne by municipalities and OMAFRA in sending investigators out to farms and administering the program. Nor does this cover the costs of veterinarians to help those maimed by predators to recover, the production losses of animals who are stressed from predation and the mental health toll predation takes on the farmer. Without being able to properly protect livestock from predation, taxpayers should expect to see an increased incidence of predation and increased costs.

Livestock guardian animals are one of the most common forms of predation prevention control used by Ontario sheep producers. These include Livestock Guardian Dogs (LGDs), donkeys, and llamas, with LGD being the most popular choice. However, there are instances when municipal by-laws hinder the efficient use of LGDs on farming operations as the by-laws are intended primarily for dogs kept for companionship, breeding, or non-working purposes. We have reviewed work done by several Ontario municipalities where LGDs have been specifically addressed when creating or revising existing by-laws. Below are some of the primary areas of concern and suggested options for consideration by your municipality.

Add Definition of Livestock Guardian Dogs (LGDs) and Herding Dogs to by-laws

We propose that:

"Livestock Guardian Dog" (LGD) be defined as a dog that works and/or lives with domestic farm animals (e.g. cattle, sheep, poultry) to protect them while repelling predators and is used exclusively for that purpose.

"Herding Dog" means a dog that has been trained and is actively being used in a bona fide farming operation for the purposes of controlling livestock on the farm.

There are different breeds of LGDs of which the most popular breeds in Ontario include Great Pyrenees, Akbash, Kuvasz, Maremma and Anatolian Shepherd and crosses between these breeds. Although not an exhaustive list, dogs generally used for herding include Border Collies, Australian Shepherds, Blue & Red Heelers and Huntaways.



130 Malcolm Road, Guelph, Ontario N1K 1B1 T 519.836.0043 E admin@ontariosheep.org

Dog Registration/Licensing Requirements

Paying annual dog registration/license fees for numerous working farm dogs can become a significant cost for sheep producers. We would encourage municipalities to exempt LGDs and herding dogs from annual license fees as is done in many jurisdictions for assistance/service dogs and working police dogs. The definition of

Requirement for Dogs to Wear a Collar and Tag

LGDs' instincts are to guard and follow the flock, sleeping and working outdoors in all kinds of weather. Collars can become snagged on branches or fences and become a skin irritant in hot or wet weather. We suggest that municipal by-laws allow owners to remove the collar and license tag (if applicable) from a guardian or herding dog while the dog is being actively used in farming practices provided that the owner uses an alternative means of identification linking the animal to the name and address of the owner, e.g. either a tattoo or microchip containing the required information.

Requirements for Kennel Licensing and/or Limitation on Number of Dogs Kept

In some areas bylaw requires a person with more than three dogs at the same premises to secure a kennel license. Coyotes are very smart and will lure the dogs away while the remaining coyotes kill the sheep or lambs from behind or will attack the dogs directly. It is not uncommon for farmers to have more than two LGDs, especially when they are training younger dogs. This is especially true in areas where there is heavy predation. As well, larger sheep flocks in Ontario (several over 1500 animals), require numerous dogs to provide adequate protection especially where higher numbers of predators are present.

We would propose for your consideration that a person may keep more than three dogs at a premise without obtaining a kennel license provided:

- the person is keeping sheep (or other livestock) upon the same premises.
- the premises is on land that is zoned rural and agricultural.
- the person provides proof of producer registration issued in the name recorded by the Ontario Sheep Farmers, Beef Farmers of Ontario, Ontario Goat,
- the dogs are registered/licensed annually in accordance with relevant municipal by-laws (if required)
- and that the dogs are LGDs and or herding dogs.

Running At Large

A dog shall not be running at large if it is a LGD and is on their leased or owned property.

Barking Restrictions

LGD are exempt from barking restrictions if actively engaged in guarding livestock against predators. Under the Farming and Food Production Protection Act farmers are protected from nuisance complaints made by neighbours provided they are following normal farming practices. The use of LGD on sheep farms is a widely used practice in Ontario and other sheep producing jurisdictions.



Aggressive/ Dangerous Dog designation

LGD act aggressively and show aggression towards things they view as a threat to the livestock they are protecting. As such, an exemption, like that for police dogs should be considered.

OSF wishes to work cooperatively with you to ensure that municipal bylaws take into consideration the use of LGD when developing their bylaws. We would be pleased to communicate with the appropriate municipal officials to review with you Ontario sheep producers' needs and concerns in this area.

Thank you for your attention to this matter and we look forward to working with you.

Sincerely,

John Hemsted, Chair



OntarioSheep

Livestock Guardian Dog use in Ontario

Predation is a significant cost and ongoing threat to sheep flocks in Ontario. Preventative measures are the first line of defense for producers. Livestock Guardian Dogs are one of the most effective preventative measures available because they are actively protecting the flock 24 hours a day, 7 days a week.

Livestock Guardian Dogs have been used in Ontario since the 1960's. Their use has increased in the past 40 years as the province's coyote population has increased and expanded throughout the entire province. Livestock Guardian Dog are now used by a great majority of sheep producers in Ontario to protect their flocks from predation by (primarily) coyotes, but also wolves, bears and other wildlife.

Livestock Guardian Dogs live with the sheep flock.

They provide protection to the flock by patrolling pastures, marking the perimeter of their territory. They also bark, run at, and try to intimidate any threats to the livestock they are protecting, which in this case is sheep.

Barking is one of the primary means by which livestock guardian dogs provide protection to the sheep flock. It is their way of communicating with other canines, and the guarding bark warns predators to avoid the area. Because dogs' sense of smell and hearing are many times more acute than that of humans, they often appear to be "barking" at nothing, when in fact, they hear, or smell something that humans are not able to.

Except perhaps for sheep flocks totally confined to barns with no access to outdoors, very few sheep flocks would survive predation attacks if it weren't for the effectiveness of livestock guardian dogs.

Ontario Sheep Farmers (OSF) considers the use of livestock guardian dogs to provide protection to livestock against predation as a normal farm practice.

The Farm and Food Production Protection Act (administered by Ontario Ministry of Agriculture, Food and Rural Affairs) defines normal farm practice as a farming practice which:

- is consistent with proper, acceptable customs and standards of similar operations; or
- uses innovative technology according to proper, advanced farm management practices.

The Farm and Food Production Protection Act was established to promote and protect agricultural uses and normal farm practices in agricultural areas, in a way that balances the needs of the agricultural community with provincial health, safety and environmental concerns.



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 (Ontario) M7A 2J3 Tél. : 416 585-7000

234-2022-5422

January 4, 2023

Dear Heads of Council,

I'm pleased to share an update on key initiatives underway at my ministry to help meet our government's goal of building 1.5 million new homes over the next 10 years.

The legislature recently passed our government's *More Homes Built Faster Act*, 2022 which takes bold action to ensure that all communities can grow with a mix of ownership and rental housing types to meet the needs of all Ontarians.

Our government knows that building inspectors play a critical role in ensuring that new homes meet the public safety requirements set out in Ontario's Building Code. However, the capacity of municipal building departments has been impacted by recruitment challenges and the increasing number of building inspectors retiring from the profession. That's why, earlier this year, we took action to help municipalities address labour supply shortages in the building sector by amending the Building Code to provide a new model for municipal building departments to design and administer internship programs for building inspectors.

Effective July 1, 2022, municipal building departments can establish program entry criteria for interns that meet their own local recruitment and enforcement needs. This new internship model supports public safety by continuing to require that a qualified building inspector or Chief Building Official supervises the work of interns. The interns must also pass ministry technical and legal exams before being able to practice independently as building inspectors.

In the coming months, the ministry will develop guidance materials to support municipalities that are interesting in launching local programs to recruit new intern building inspectors. We look forward to working with municipalities to implement local internships.

Additionally, the ministry has engaged a consultant to identify opportunities for enhancements to the qualification program for building practitioners. We are seeking input from the public, including municipalities, building inspectors, designers, septic installers and building professionals not regulated by the ministry. This feedback will help guide future decisions on new approaches to qualification.

For more information and to review the discussion paper, please visit the Environmental Registry of Ontario (ERO) website at <u>https://ero.ontario.ca/notice/019-6433</u>.

In addition to this ongoing work, the ministry is modernizing the provincial Qualification and Registration Tracking System (QuARTS). QuARTS is used by over 7,000 building practitioners to update their qualification and registration information online and to help the government regulate safety and compliance in the Ontario building industry.

Modernizing QuARTS will create a more efficient and user-friendly system, allowing building officials to spend more time on the important task of reviewing and issuing building permits to support the government's key priority of increasing housing stock.

Finally, the ministry made the 2012 Building Code Compendium freely available in Adobe PDF format through the website (<u>https://www.ontario.ca/page/request-digital-copy-2012-building-code-compendium</u>). Since its launch in March 2022, the ministry has provided free copies to over 5,000 building professionals to reduce barriers and help accelerate the construction of new homes across the province. This initiative has enabled inspectors to access Building Code requirements while performing their work onsite in a more convenient format. Additionally, candidates studying for the ministry's exams are able to access and learn Building Code content in an easy to navigate, user-friendly manner.

As part of the plan to build 1.5 million homes over the next 10 years, the government looks forward to continuing consultations with municipalities, the building industry and the public to investigate further changes to Ontario's Building Code in order to create more housing and support public safety.

If you are interested in learning more about any of the ministry's initiatives related to the transformation of Building Code services in Ontario, please contact us at <u>BuildingTransformation@ontario.ca</u>.

Thank you for your continued partnership as we work together to get more homes built faster for all Ontarians.

Sincerely,

Black

Steve Clark Minister

c: Municipal Clerks



January 4, 2023

Warden Ed Ketchabaw 450 Sunset Drive St. Thomas, ON N5R 5V1

Dear Warden Ketchabaw,

RE: Elgin County Farm Assessments and Tax Burden

On behalf of Elgin Federation of Agriculture (EFA) I wish to follow up on our letter dated February, 2021 to the County of Elgin regarding Farm Assessments and Tax Burden.

Every four years the Municipal Property Assessment Corporation (MPAC) releases property assessment updates for all properties in Ontario. During the previous assessment cycle, farmers in Elgin county saw farmland taxable assessments increase by over 68%. This is in addition to very significant increases in the 2012 reassessment cycle.

As a result, the tax burden of farmers in Elgin county has been increasing every year since 2012. The one exception was in 2019 when Elgin County Council voted to reduce the farm tax ratio from 0.25 to 0.23. I want to thank you and the members of Elgin county council for acting on this important issue. The past three years (2019 – 2021) have been very difficult for Ontario farmers as they navigated new policies, rules, and ways of doing business never before experienced. The support shown by council is greatly appreciated by farm families in Elgin county.

As the Premier has directed MPAC not to release the 2016-2020 reassessment notices in 2021 and again for the 2022 Property Tax year, (and now perhaps also 2024), the EFA would ask that you continue to maintain the Farm Class Tax rate at 0.23 per cent.

We welcome the opportunity to speak with any members of county council on this issue.

Sincerely,

MSchneider

Melissa Schneider

President, Elgin Federation of Agriculture

Ministry of Agriculture, Food and Rural Affairs

Office of the Minister

77 Grenville Street, 11th Floor Toronto, Ontario M7A 1B3 Tel: 416-326-3074 www.ontario.ca/OMAFRA Ministère de l'Agriculture, de l'Alimentation et des Affaires rurales

Bureau du ministre



77, rue Grenville, 11^e étage Toronto (Ontario) M7A 1B3 Tél. : 416 326-3074 www.ontario.ca/MAAARO

December 6, 2022

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

Dear Ms. Badura:

Our government is committed to supporting job creation and the economic development of rural Ontario, and the Rural Economic Development (RED) program is an important tool to enable municipalities, Indigenous communities, and not-for-profits to succeed. I am pleased to share with you that the next intake for the RED program will open on January 23rd, 2023. A formal announcement of the new intake will be made in late January. In addition to launching a new intake, we are updating the guidelines to clearly identify program objectives and clarify eligibility criteria to help make the application process easier for applicants.

You can find all program information as it becomes available, including how to apply, on my ministry's website at <u>ontario.ca/REDprogram</u>.

The RED program provides cost-share funding to rural municipalities, Indigenous communities, and not-for-profit entities that will have tangible impacts in rural Ontario, measurable by one or more of the following outcomes:

- Jobs retained or created
- Investments attracted or retained
- Businesses attracted, retained and/or expanded
- Enhanced strategic economic infrastructure
- Regional partnerships that drive growth

These outcomes align with our government's priorities to remove barriers to investment, open doors to rural economic development and create good jobs across the province. Our government is committed to supporting economic growth in rural communities and ensuring Ontario is open for business.

.../2

I encourage you to take advantage of this funding opportunity and submit an application for your economic development project. Together, we can ensure Ontario's communities thrive.

Please accept my best wishes, I look forward to seeing many of you at the 2023 Rural Ontario Municipal Association Conference.

Sincerely,

Thimpson. Lisa M. Thompson

Minister of Agriculture, Food and Rural Affairs

Did you know about the Farmers' Wellness Initiative?

- Your mental health is important! If you're a farmer or a member of a farm family and in need of mental health support, please call 1-866-267-6255 and arrange to speak with a professional today.
- For additional resources visit: <u>https://farmerwellnessinitiative.ca/</u>.



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, rue Stone ouest, Guelph (Ontario) N1G 4Y2



Ministry of Natural Resources and Forestry

Resources Planning and Development Policy Branch Policy Division 300 Water Street Peterborough, ON K9J 3C7

Ministère des Richesses naturelles et des Forêts

Direction des politiques de planification et d'exploitation des ressources Division de l'élaboration des politiques 300, rue Water Peterborough (Ontario) K9J 3C7

To: Conservation authorities and participating municipalities, Conservation Ontario and the Association of Municipalities of Ontario

From: Jennifer Keyes, Director

Date: December 28, 2022

Subject: Legislative and regulation changes affecting conservation authorities

Good afternoon,

I am writing to provide you with information on amendments to the *Conservation Authorities Act* made as part of the *More Homes Built Faster Act, 2022*, as well as two regulations that have been approved by the province in support of Ontario's Housing Supply Action Plan, both of which will come into effect on January 1, 2023. In addition, the Minister of Natural Resources and Forestry has issued a direction regarding fees that will be distributed separately from this letter. A notice will be posted to the Environmental Registry of Ontario (ERO) in the coming weeks regarding these decisions.

Legislative Amendments

As you are likely aware, the *More Homes Built Faster Act, 2022* was passed this Fall, receiving Royal Assent on November 28, 2022. Several changes were made to the *Conservation Authorities Act* that are intended to further focus conservation authorities on their core mandate, support faster and less costly approvals, streamline conservation authority processes, and help make land suitable for housing available for development.

Notably, one part of the *More Home Built Faster Act, 2022* which came into effect upon Royal Assent were changes to Section 28.0.1 of the *Conservation Authorities Act*, which include provisions to require a conservation authority to issue a permission or permit where a Minister's Zoning Order has been made under section 47 of the *Planning Act*. This section was amended to also apply to orders made under section 34.1 of the *Planning Act*, otherwise known as the "community infrastructure and housing accelerator" tool, in addition to some other minor changes.

Other changes, which will come into effect on January 1, 2023, include:

- Updates to Section 21 of the Act so that a disposition of land in respect of which the Minister has made a grant under section 39 requires authorities to provide a notice of the proposed disposition to the Minister instead of requiring the Minister's approval. Authorities will also be required to conduct public consultations before disposing of lands that meet certain criteria.
- Sections 21.1.1 and 21.1.2 of the Act which provide that authorities may not provide a program or service related to reviewing and commenting on proposals, applications, or other matters under prescribed Acts.
- A new section 21.3 that enables the Minister to issue temporary direction to a conservation authority preventing the authority from changing the amount of a fee it charges under subsection 21.2 (10) of the Act.

Remaining legislative changes regarding conservation authority development regulations will not come into effect until proclaimed, following the creation of a new Minister's regulation with supporting regulatory details. This regulation is currently being consulted on until December 30th on the ERO, #019-2927: <u>Proposed updates to the regulation of development for the protection of people and property from natural hazards in Ontario</u>.

New Regulatory Requirements

Following the passing of these legislative amendments, the government has proceeded with making two regulations, both of which will come into effect on January 1, 2023.

Amendments were made to <u>Ontario Regulation 686/21: Mandatory Programs and Services</u> to require conservation authorities to identify conservation authority lands suitable for housing. This requirement is part of the preparation of the land inventory required to be completed by conservation authorities by December 31, 2024, and certain considerations for identifying whether or not lands are suitable for housing are listed.

A new Minister's regulation (Ontario Regulation 596/22: Prescribed Acts – Subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Act) was also made to focus conservation authorities' role when reviewing and commenting on proposals, applications, or other matters related to development and land use planning. Under this regulation, conservation authorities are no longer able to provide a municipal (Category 2) or other (Category 3) program or service related to reviewing and commenting on a proposal, application, or other matter made under the following Acts:

- The Aggregate Resources Act
- The Condominium Act, 1998
- The Drainage Act
- The Endangered Species Act, 2007
- The Environmental Assessment Act
- The Environmental Protection Act
- The Niagara Escarpment Planning and Development Act
- The Ontario Heritage Act
- The Ontario Water Resources Act
- The Planning Act

This regulation does not affect conservation authorities' provision of mandatory programs or services (Category 1) related to reviewing and commenting on a proposal, application, or other matter made under those Acts.

An administrative update to the "Determination of Amounts Owing Under Subsection 27.2 (2) of the Act" regulation (O. Reg. 401/22) was also made to update the methods of determining amounts owed by specified municipalities for operating expenses and capital costs related to mandatory the *Clean Water Act, 2006* and *Lake Simcoe Protection Act, 2008* programs and services to enable use of a benefit-based apportionment method.

I appreciate that with these most recent amendments, along with changes made over the last number of years, this is a time of significant transition for conservation authorities and their member municipalities. Throughout this time, conservation authorities have continued to deliver on their important roles in protecting people and property from natural hazards, conserving and managing lands, and drinking water source protection.

The ongoing efforts of conservation authorities to implement these changes is acknowledged, including initiatives led by conservation authorities and Conservation Ontario that have contributed to the Government's objectives of improving accountability and transparency and supporting timely development approvals to help address Ontario's housing supply crisis.

If you have any questions, please reach out to the Ministry of Natural Resources and Forestry at <u>ca.office@ontario.ca</u>. I look forward to working with you in the coming year.

Sincerely,

Jennih Key

Jennifer Keyes Director, Resources Planning and Development Policy Branch Ministry of Natural Resources and Forestry

Ministry of Transportation

Office of the Minister

777 Bay Street, 5th Floor Toronto ON M7A 1Z8 416 327-9200 www.ontario.ca/transportation Ministère des Transports

Bureau de la ministre

777, rue Bay, 5^e étage Toronto ON M7A 1Z8 416 327-9200 www.ontario.ca/transports



December 7, 2022

107-2022-4251

Duncan McPhail Mayor Municipality of West Elgin treasurer@westelgin.net

Dear Mayor McPhail:

Our government is committed to supporting municipal transit. We will continue to champion the needs of our municipal partners and transit users to ensure Ontarians can get where they need to go safely and efficiently. Since 2020, our government has provided more than \$2 billion in partnership with the Government of Canada to help mitigate the financial impacts of the pandemic on municipal transit systems across the province.

To help address COVID-19 related financial pressures experienced by municipal transit systems between February 1, 2022, and December 31, 2022, Ontario and the federal government will provide up to an additional \$505 million under the Safe Restart Agreement (SRA) Phase 4 Funding for the Municipal Transit stream.

This funding is intended to provide municipalities with relief in the 2022 municipal fiscal year so they can continue to provide the essential transit services Ontarians rely on.

SRA Phase 4 municipal funding allocations include a base amount of \$5,000 to all eligible municipalities, plus a proportional share of reported actuals under previous phases of SRA funding. This funding distribution is intended to equitably align the available funding with demonstrated financial needs.

I am pleased to inform you that **Municipality of West Elgin** ("Recipient") is eligible to receive up to \$6,732 to help address your COVID-19 municipal transit pressures incurred from February 1, 2022, to December 31, 2022.

Eligible Expenditures

Financial expenditures that are eligible for reimbursement under SRA Phase 4 are consistent with the criteria under previous phases of SRA funding, which include both expenditures associated with the need to continue to operate with reduced revenue and new expenses resulting from COVID-19.

Similar to the approach taken under SRA Phase 3 funding, the eligible expenditure criteria will also include the use of SRA Phase 4 funding to support priority transit initiatives at up to a 50 per cent provincial cost-share.

Ministry staff will contact their municipal counterparts with details of SRA Phase 4 funding in the coming days. All communications, as well as any questions or concerns, should be sent to the SRA funding program email account at <u>MTO-</u> <u>COVID_Transit_Funding@ontario.ca</u>.

As we have demonstrated over the last few years, our government is committed to continuing to work with municipalities and their transit systems to keep Ontarians moving. The Safe Restart Agreement Phase 4 Funding will provide meaningful financial relief for municipal transit systems and help them continue to deliver safe and reliable transit services for their communities.

Sincerely,

Causine Unliney

Caroline Mulroney Minister of Transportation

Appendix A – SRA Phase 4 Program Timeline

The Recipient is required to submit a report consisting of actual impacts from February 1, 2022, to December 31, 2022, paid prior to the submission of reporting documentation, to the Ministry of Transportation (MTO) by **January 31, 2023**.

This report is intended to provide MTO with details of the financial impacts that are being offset by SRA Phase 4 funding. The maximum funding amounts in the transfer payment agreement (TPAs) will be based upon the information submitted.

The TPAs between SRA Phase 4 municipal funding recipients and the Province will be developed and sent to municipalities for sign-off in February 2023. Please note that timely submission of reporting material is critical to executing TPAs by the end of the provincial fiscal year on **March 31, 2023**.

MTO will provide top-up funding for eligible expenses exceeding the Recipient's allocation if funding is available. If the need for top-up funding program-wide exceeds the amount of unused funding, the Recipient will receive an amount proportional to their share of the program-wide top-up funding need.

The Recipient's Head of Council (e.g., mayor, reeve, regional chair or warden) and Clerk are required to sign the TPA and return it to MTO by **February 28, 2023**.

Along with the signed TPA, the Recipient must provide a copy of the by-law or resolution authorizing the representatives signing on behalf of the Recipient to enter into an agreement with the Province. The final TPA will be signed and returned to the Recipient by **March 31, 2023**.



Staff Report

Report To:	Council Meeting
From:	Jana Nethercott, Clerk
Date:	2023-01-12
Subject:	2022 Municipal Election Accessibility Report

Recommendation:

That West Elgin Council hereby receives the report from Jana Nethercott re: 2022 Municipal Election Accessibility Report for information purposes.

Purpose:

To report on the accessibility measures included in the 2022 West Elgin Municipal Elections, copy attached.

Background:

Section 12.1(3) of the Municipal Elections Act, 1996, as amended, requires that a report be prepared within ninety (90) days after voting day about the identification, removal and prevention of barriers that affect electors and candidates with disabilities; and that this report shall be made available to the public.

The attached Municipality of West Elgin Election Accessibility Report shall be made available to the public in this Council agenda, on the municipal website at <u>www.westelgin.net</u>, as well as in an alternate format upon request.

Financial Implications:

N/A

Policies/Legislation:

Municipal Elections Act, 1996, as amended

Respectfully Submitted

Jana Nethercott, Clerk



Municipality of West Elgin Election Accessibility Report

2022 Municipal Elections

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1. Introduction

The Municipal Clerk is responsible for the appropriate legislative and administrative conduct of the municipal elections in West Elgin.

The Municipal Elections Act, (MEA), Section 12.1 (1) places responsibility on the Clerk to have regard to the needs of the electors and candidates with disabilities. Accessible Customer Service Standards must be followed when conducting municipal elections.

Section 12.1 (2) of the MEA requires that the Clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before voting day in a regular election.

The West Elgin municipal elections were conducted in a manner that ensured that Candidates and electors with disabilities had full and equal access to all election information and services, including the voting kiosk at the municipal office. The election was conducted in a manner that ensured that persons with disabilities were able to vote independently and privately with access to voting assistance if required.

Section 12.1 (2) of the MEA requires that within ninety (90) days of voting day the Clerk who is responsible for conducting the election shall submit a report to Council regarding the identification, removal and prevention of barriers that affect elector and candidates with disabilities.

2. Staff Training and Election Assistance

Staff Training

All staff with election duties completed specific Election Training to comply with the municipal Accessibility Plan and to recognize and ensure that persons with disabilities were served in a way that accommodates their individual needs.

Training included:

- How to interact/communicate with persons with various types of disability;
- How to interact with persons with disabilities who use assistive devices, require the assistance of a support person or a service animal.
- How to clearly explain internet and telephone voting, as well as the touch-screen voting kiosk option.
- What to do if a person is having difficulty accessing election information or services.
- How to provide voter assistance if requested.

Provision of Election Information

Pre-Election Accessibility Report was made available on the website as of February 2022.

Election information was able to be provided to electors and candidates with disabilities in an alternative format.

Notice of the provision of information in an alternative format was provided on the municipal website, <u>www.westelgin.net</u>, and included in the election notices in the local media. No requests for an alternate format were received.

Notice of Temporary Service Disruption

Public notice was to be posted on the municipal website and in the local media if there was a temporary disruption in the delivery of election information or services. There were no disruptions to the delivery of election information or services.

Staff Assistance

The Clerk's Department Staff were available throughout the election to assist with any issues that arose with respect to providing a barrier-free election. The following contact information was shared on the municipal website, at the municipal office and in the local newspaper:

Telephone: Email: Fax:	519-785-0560 <u>clerk@westelgin.net</u> 519-785-0644
In Person:	Clerk's Office 22413 Hoskins Line
	Rodney, ON
Mail:	Clerk's Department, Municipality of West Elgin 22413 Hoskins Line Rodney, ON N0L 2C0

3. Assistance to Electors

General

The 2022 West Elgin Municipal Elections were conducted with Internet and Telephone Voting methods. Detailed information about each voting method was set out in the 2022 Election Procedures Manual, available on the municipal website or from the Clerk's Office and available in an alternative format upon request.

The Clerk's Department staff members were available throughout the election to assist with any issues that arose with respect to providing a barrier-free election.

Accessible Voting Kiosk

Section 45(2) of the MEA requires that the Clerk shall ensure that each voting place is accessible to electors with disabilities.

An accessible voting kiosk located at the municipal office, 22413 Hoskins Line, Rodney was available to voters from October 14, 2022 to October 21, 2022 during regular office hours and on October 24, 2022 from 8:30 am to 8 pm. Voting kiosks were located at both the Rodney Recreation Centre and the West Lorne Community Complex at the Voter Help Centres on October 15 and 22, 2022 between the hours of 10 am and 6 pm.

Parking

The municipal office parking lot had clearly posted designated parking located close to the entrance to the Voting Kiosk for individuals with disabilities.

The Rodney Recreation Centre parking lot had two (2) clearly marked accessible parking spaces, close to the entrance to the Voting Kiosk.

The West Lorne Community Complex had two (2) temporary accessible parking spots located on either side of the accessible curb on Graham Street.

Entrance

The entrance to the municipal office Voting Kiosk had no steps with a level surface leading to the entrance door. Doors to the municipal office had automatic door opening devices or were propped open in a safe manner.

The entrance to the Rodney Recreation Centre has some steps along with an accessible ramp leading to the entrance door. Doors to the Recreation Centre had automatic door opening devices or were propped open in a safe manner.

The entrance to the West Lorne Community Complex had some steps, along with an accessible ramp leading to the entrance door. Doors to the Complex had automatic door opening devices or were propped open in a safe manner.

All of the above noted entrances are wide enough to accommodate a wheelchair or other mobility devices.

Voting Assistance

Persons with disabilities could be accompanied by a support person within the Voting Kiosk or the Voting Kiosk Staff were available to assist the voter in casting their vote.

A staff member attend Beattie Manor Retirement Residence with a touch screen tablet, on October 18, 2022 to increase accessibility to residents.

Accessible Voting Technologies

Voting Kiosks had a touch screen computer for internet voting that assisted voters with disabilities in casting their votes with independence and privacy. Staff was available at all times to assist voters at the kiosk upon request. Support persons and service animals were accommodated.

Elgin County libraries in West Elgin also provided internet access during regular library hours and had staff available to assist voters in accessing the electronic voting site
throughout the voting period for voters that choose to vote from that location. This provided voters another option of location to access the internet.

4. Internet Voting

Internet voting allowed voters to vote from their home, or anywhere in North America, through secured internet services. This method provided for easy voting for persons with a variety of disabilities to cast their vote with independence and privacy as voters had the option of using the assistive tools they have on their own computer such as a thumbswitch or sip and puff technology.

This method of voting was designed to encourage voter participation as voters did not have to attend a physical location to cast their ballot and accessibility and privacy for persons with disabilities is maximized.

5. <u>Telephone Voting</u>

Telephone voting allowed voters to vote from their home through secured telephone services which provided for easy voting for persons with a variety of disabilities to cast their vote with independence and privacy. Land lines or cell phone were used to vote, the method is compatible with assistive devices.

Voters could register their vote selections with the telephone keypad or voice commands, greatly increasing accessibility, privacy and independence for voters who do not have internet access.

6. Assistance to Candidates

General

The 2022 West Elgin Municipal Elections was conducted with Internet and Telephone Voting method. Detailed information about each voting method was out in the 2022 Election Procedures Manual, available on the municipal website or from the Clerk's Office and made available in an alternative format upon request.

The Clerk Department Staff were available throughout the election to assist with any issues that may arise with respect to providing a barrier-free election.

Accessibility measures for Candidates to consider in regards to their campaign messaging were included in the Candidate Package.

Service Animals/Support Persons

Candidates were permitted to be accompanied by a service animal and/or support person at all designated elections locations. No service animals or support persons were required by any candidate.

Campaign Expenses

Expenses incurred by a candidate with a disability that are directly related to the disability and would not have been incurred but for the election to which the expenses relate, were excluded from the permitted spending limit for the candidate.

7. Feedback Process

The Accessible Customer Service Feedback Form was available on the municipal website, <u>www.westelgin.net</u> and at the municipal office and would be provided in an alternative format upon request.

No feedback was received to be reviewed by the Clerk to remove barriers or provide accommodation if necessary or to improve accessibility measures in future municipal elections.

8. Additional Information

The following additional information was provided to electors and candidates in the Elections Accessibility Plan, on the municipal website:

West Elgin Pre-Election Accessibility Plan - <u>https://www.westelgin.net/en/municipal-office/resources/Election/2022-Documents/Accessibility-Plan---2022.pdf</u>

Municipality of West Elgin Website Election Page – https://www.westelgin.net/en/municipal-office/elections.aspx?_mid_=91631#Accessible-Election

AMCTO Candidates Guide to An Accessible Election https://www.westelgin.net/en/municipal-office/resources/Election/2022-Documents/AMCTO-Candidates-Guide-to-Accessible-Elections-2021-Version-1.pdf

Accessible Municipal Elections Guide - <u>https://www.westelgin.net/en/municipal-office/resources/Election/2022-Documents/Accessible-Municipal-Elections-Guide-2022.pdf</u>

Accessible Customer Service Feedback - <u>https://forms.westelgin.net/Feedback-By-law-Forms/Accessible-Customer-Service-Feedback-Form</u>



Report To:	Council Meeting	
From:	Robert Brown, Planner	
Date:	2023-01-04	
Subject:	Road Allowance Closure Request – O'Malley Rd – Recommendation Report 2022-48	

Recommendation:

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.

Purpose:

To provide Council with the formal request (Appendix A) from Richard Leatham for the closure of and eventual conveyance of the road allowance lands to Mr. Leatham as the abutting landowner.

Background:

Linden Road is a local gravel surfaced municipal roadway that runs north-south from Beattie Line to Gibb Line. From Gibb Line south to O'Malley Road there is an unopened road allowance also referred to as O'Malley Road. (See Figure 1) This portion of the road has never been open to travel, does not contain any municipal services or drain outlets and there are no plans to open the road allowance. Property abutting the road allowance to the east and west have existing access from Linden Road or Gibb Line. Mr. Leatham currently has an existing access point to the end of Gibb Line however the driveway to his dwelling and a portion of the septic system are located within the unopened road allowance.



Financial Implications:

The closure of any road allowance requires following a specific protocol. Council must close the road allowance by by-law. The lands must then be declared surplus, and in this case offered, for purchase to any abutting landowners. Potential costs associated with this can include surveying, appraisal of the lands (to determine value) and legal work to complete the transfer. Traditionally these costs are the responsibility of the purchasing landowner or owners. The municipality generally looks to simply recoup cost associated with land dispositions.

Policies/Legislation:

If the road allowance is closed and declared surplus there are no Planning Act issues as the lands can be conveyed from the Municipality without consent being required. There are no zoning concerns as the road allowance and all abutting lands are within the Agricultural, A1 zone. Should Council adopt the recommendation to start the road closure process an additional report will be prepared to provide additional details, final costing and who is purchasing the affected lands. Prepared by:

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

Report Approval Details

Document Title:	Road Allowance Closure Request – O'Malley Road - Recommendation Report - 2022-48-Planning.docx
Attachments:	- Appendix A - Request from R. Leatham.pdf
Final Approval Date:	January 12, 2023

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

No Signature - Task assigned to Jana Nethercott was completed by workflow administrator Magda Badura

Jana Nethercott

Report Approval Details

Document Title:	Road Allowance Request - O'Malley Road - 2023-04-Planning.docx
Attachments:	- Appendix A - Request from R. Leatham.pdf
Final Approval Date:	Jan 5, 2023

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

Jana Nethercott

Richard Leatham 23855 Gibb Line Wardsville, ON

Lee Gosnell CRS Manager of Operation and Community Services Municipality of West Elgin

July 25, 2022

Dear Mr. Gosnell,

I am writing to request the closure of O'Malley Road allowance that runs alongside my property being 23855 Gibb Line, Wardsville, ON.

The road allowance PIN# is 351080202.

Legal description is R.D.A.L BTN Lt 16 & 17 Concession 2 Aldborough Township West Elgin

The length of the road allowance being asked to be closed is 713.044 meters in length.

The main reason for asking the road to be closed is to provide legal access to the property of PIN # 351080203 also known as 23855 Gibb Line, Lot #16.

This is already an established driveway. It is also part of the weeping bed for septic system which resides within the road allowance.

I agree to pay all legal costs incurred by the Municipality associated with the closing and transferring of this property.

I hope this meets your approval.

Sincerely,

Richard Leatham



Report To:	Council Meeting	
From:	Lee Gosnell, Manager of Operations & Community Services	
Date:	2023-01-12	
Subject:	Blacks Road Surface Treatment Request	

Recommendation:

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

That West Elgin Council hereby directs staff to _____.

Purpose:

The purpose of this report is to seek Council direction on the surface treatment request for Blacks Road between Johnston Line and Fleming Line.

Background:

In 2019, the Municipality of West Elgin received a grant through the Investing in Canada Infrastructure Program for Blacks Road between Hwy 401 and Johnston Line. The project included rehabilitation of bridge #6 at McDougall Line, replacement of Culvert #6 at Kintyre Line, and associated road works to convert this section of Blacks Road from gravel to surface treatment. Due to COVID 19 and delays in obtaining the necessary permits, the tender process for this project was delayed until spring of 2022. The successful contractor chose to begin work on the bridge and culvert this past fall season, with a completion date of late December '22/early January '23.

Once the contractor provided an estimated completion date, staff could schedule the additional work required to complete the project. Remaining drainage work and road construction operations are slated for completion in the summer of 2023, and conversion of the driving surface from gravel to surface treatment will take place in 2024. This will allow time for any deficiencies in bridge or road work to be corrected before the surface treatment is applied.

Municipal staff received a letter from residents living along Fleming Line regarding the possibility of surface treating Blacks Road between Johnston Line and Fleming Line as part of the abovementioned project. The section in question is 2.4 km long, with two homes and an Average Daily Traffic Count of approx. 77 vehicles per day (based on the two years of data prior to COVID). The first intersecting road north of Johnston Line is Gibb Line, which has no houses to the west and approx. 6 homes to the east. Blacks Road ends where it meets Fleming Line, which is the second intersection north of Johnston Line. Fleming Line has approx. 14 homes between Clachan Road and Furnival Road. It is important to note that some of these residents would use Clachan and Furnival vs. Blacks as their properties are closer to these roads than they are to Blacks (depending on the destination). There are benefits and drawbacks to changing a gravel road to surface treatment. Benefits of this operation can include -

- Smoother and more stable driving surface
- Elimination of dust during the dry summer months
- Substantial reduction in annual maintenance costs over a 12 15 life span if the road base and drainage are properly prepared before surface treatment is applied.

Drawbacks of this operation can include -

- Higher vehicle speeds once the road is converted to a solid surface
- Very susceptible to damage from oversize/overweight farm equipment and heavy trucks
- Added costs during winter control for material usage (sand/salt)
- Large capital investment required in year 1 of the life cycle

When contemplating a conversion from gravel to surface treatment, one must place consideration on the following factors –

- What is the ADT and speed limit on the identified section (determines class of road)?
- What type of vehicles and equipment will utilize the road section?
- Would this result in the connection of two roads that are already solid surface?
- Are there any high-risk road features that would be made safer by conversion?
- Are there any notable destinations along the route that would benefit from a hard driving surface (such as Beattie Manor Retirement Home)?
- Are there sufficient budgetary funds to cover the initial capital expense?

In the end, it is Councils' decision on how we move forward with these requests, but honest answers to the questions above should help determine a logical answer.

Financial Implications:

The residents' letter is correct in stating that the cost to surface treat this section of Blacks Road will increase over time, as all things typically do. There is, however, no cost savings in bundling this request with the ICIP project south of Johnston Line. Margins are very tight to begin with, and quantities are not sufficient to trigger any reduction in pricing.

At a very high level, municipal staff typically budget \$80,000 to \$100,000 per km for conversion of gravel roads. This number can vary depending on the quality of existing road base, required gravel and condition of drainage features such as culvert pipes and roadside ditches. If this project were to move forward, it would require a budget number of approx. \$192,000 - \$240,000.

Report Approval Details

Document Title:	Blacks Road Surface Treatment - 2023-05-Operations Community Services.docx
Attachments:	- Attn_ General Municipality Mayor Duncan McPhail, Deputy Mayor Richard Leatham Councillors and Staff.pdf
Final Approval Date:	Jan 10, 2023

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

Jana Nethercott

From:	Counterpoint87
То:	Jana Nethercott
Subject:	Attn: General Municipality Mayor Duncan McPhail, Deputy Mayor Richard Leatham Councillors and Staff
Date:	September 29, 2022 1:27:08 PM

RE; Blacks Road Restructuring and Resurfacing

TO: West Elgin Mayor Duncan McPhail, Deputy Mayor Richard Leatham Councillors and Staff

September 29, 2022

The project of preparing Blacks Road for it's eventual resurfacing next spring is underway. The preliminary work, ie: culvert work, etc., will be performed this fall, 2022 unfortunately causing the road to be shut down during an extreme high traffic time. This is necessary, we understand, to get this project completed in it's time frame,

This project is to restructure and resurface Blacks Road from the edge of Queens Line up to Johnston Line. At this time, we are respectfully submitting the request, that while the crews are in the area and the equipment is available, you choose to resurface the remaining 2 kms of Blacks Road, from Johnston Line to Fleming Line. We have a list of names and signatures of other living east and west of Blacks Road that are also interested in having this extra 2 kms hard surfaced, see that this would be the best time to do so. We are happy to make those are available to you at any time if you require them.

Revisiting this project in the future will only incur a higher cost of having the engineers, contractors, crews and equipment come out all over again. Every job is cheaper while the people are already there. We understand that extra cost is not in the original money given for the work from Queens Line to Johnston Line, but we ask that you would take some time to look for the extra funds that can be used now, instead of later when costs will only rise, and would therefore hinder the possibility of this portion of Blacks Road ever being resurfaced. With gravel and gravel road upkeep only rising in the future, and the costs saved in upkeeping hard surfaced roads compared to gravel roads, we feel it is only reasonable to ask for this extension at a time when it is most economical to do so.

Thank you Kevin and Marguerite



Report To:	Council Meeting
From:	Jana Nethercott, Clerk
Date:	2023-01-12
Subject:	Appoint Engineers for Various Municipal Drains

Recommendation:

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.

Purpose:

The purpose of this report is to appoint an engineer to produce a report for Major Improvements to Drainage Works under Section 78 of the *Drainage Act*.

Background:

At the Council meeting on November 24, 2022 West Elgin Council approved proceeding with the request for Major Improvements for Drainage Works for the Primak, Stricker and Calixte Municipal Drains. As per Section 78(1.1) of the *Drainage Act*, appointment of the Engineer can not take place prior to 30 days after the Municipality provided the request to the Lower Thames Conservation Authority.

Notice was provided to the Lower Thames Valley Conservation Authority on November 1, 2022 and the Lower Thames Conservation Authority waived their right to request an environmental appraisal.

Policies/Legislation:

Drainage Act



22413 Hoskins Line, Rodney Ontario NOL 2C0

November 24, 2022

At the Regular Meeting of Council on November 24, 2022 the Council of the Municipality of West Elgin passed the following Resolution:

Resolution No. 2022-385 Moved: Councillor Navackas Seconded: Councillor Denning

That West Elgin Council receives and decides to proceed with the Calixte Improvement request under Section 78 of the Drainage Act that was received from W Charlot Grains Ltd., and instructs the Deputy Clerk to notify LTVCA as required under S. 78(2) of the Drainage Act for the drainage improvements; and

That the requesting landowners be notified of Council's decision to proceed; and

That an engineer be appointed under the appropriate section of the Drainage Act after the 30-day time period from the notice of Council's decision was sent to the LTVCA and OMAFRA has passed.

Carried



22413 Hoskins Line, Rodney Ontario NOL 2C0

November 24, 2022

At the Regular Meeting of Council on November 24, 2022 the Council of the Municipality of West Elgin passed the following Resolution:

Resolution No. 2022-386 Moved: Deputy Mayor Leatham Seconded: Councillor Denning

That West Elgin Council receives and decides to proceed with the Stricker Drain Improvement request under Section 78 of the Drainage Act that was received from W Charlot Grains Ltd., and instructs the Deputy Clerk to notify LTVCA as required under S. 78(2) of the Drainage Act for the drainage improvements; and

That the requesting landowners be notified of Council's decision to proceed; and

That an engineer be appointed under the appropriate section of the Drainage Act after the 30-day time period from the notice of Council's decision was sent to the LTVCA and OMAFRA has passed.

Carried



22413 Hoskins Line, Rodney Ontario NOL 2C0

November 24, 2022

At the Regular Meeting of Council on November 24, 2022 the Council of the Municipality of West Elgin passed the following Resolution:

Resolution No. 2022-384 Moved: Councillor Denning Seconded: Councillor Navackas

That West Elgin Council receives and decides to proceed with the Primak Drain Improvement request under Section 78 of the Drainage Act that was received from W Charlot Grains Ltd., and instructs the Deputy Clerk to notify LTVCA as required under S. 78(2) of the Drainage Act for the drainage improvements; and

That the requesting landowners be notified of Council's decision to proceed; and

That an engineer be appointed under the appropriate section of the Drainage Act after the 30day time period from the notice of Council's decision was sent to the LTVCA and OMAFRA has passed.

Carried



Report To:	Council Meeting	
From:	Jana Nethercott, Clerk	
Date:	2023-01-12	
Subject:	Appoint Engineers for New Municipal Drain Construction	

Recommendation:

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*.

Purpose:

The purpose of this report is to appoint an engineer to produce a report for the Construction of Drainage Works under Section 4 of the *Drainage Act*, as requested by Scott Mohan.

Background:

At the Council meeting on November 24, 2022 West Elgin Council approved proceeding with the request for Construction of Drainage Works as requested by Scott Mohan. As per Section 6 (1) of the *Drainage Act*, appointment of the Engineer can not take place prior to 30 days after the Municipality provided the request to the Lower Thames Conservation Authority.

Notice was provided to the Lower Thames Valley Conservation Authority on December 9, 2022 and the Lower Thames Conservation Authority waived their right to request an environmental appraisal.

Policies/Legislation:

Drainage Act



22413 Hoskins Line, Rodney Ontario NOL 2C0

November 24, 2022

At the Regular Meeting of Council on November 24, 2022 the Council of the Municipality of West Elgin passed the following Resolution:

Resolution No. 2022-387 Moved: Councillor Navackas Seconded: Deputy Mayor Leatham

That the Council of West Elgin receives and decides to proceed with the Section 4 Petition for construction of a new tile drain filed by Scott Mohan; and

That the petitioners be notified of Council's decision to proceed and that an Engineer be appointed under the appropriate section of the *Drainage Act*.

Carried



Report To:	Council Meeting
From:	Jana Nethercott, Clerk
Date:	2023-01-12
Subject:	Appointment to Elgin Group Police Services Board

Recommendation:

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.

Purpose:

The purpose of this report is to appoint a citizen appointee for Western Elgin to the Elgin Group Police Service Board.

Background:

The Elgin Group Police Services Board is a Board under the current Police Services Act and the appointments to this board expire with the term of Council. The Procedural By-law for the Elgin Group the Board shall consist of five (5) members, one (1) community representative from Western Elgin, appointed by resolution jointly by the Township of Southwold, the Municipality of Dutton Dunwich and the Municipality of West Elgin for a 3-year term. The Western Elgin municipalities have taken turns appointing a community representative, however as there are changes to the board coming under the new Community Safety and Policing Act, when it comes into force, the municipalities have agreed to allow the previous appointee, Ida McCallum to remain on the board.

Under the Community Safety and Policing Act, Section 10 municipalities were required to submit a proposal indicating the preferred composition for a new OPP detachment board. On behalf of the Elgin Group Municipalities, the Secretary/Administrator submitted an application for status quo board composition in June of 2021. Once the Act comes into effect and the Ministry approves the composition of the board, the Elgin Group Police Services Board will be dissolved and a new board will be established. In late 2022, the Chair of the Board wrote requesting we re-appoint Ida as her term had ended in 2021, and they anticipated hearing from the Ministry before the new term of Council, this did not happen. As the Ministry approval may come at any time, its is felt that re-appointing Ms. McCallum with her knowledge is the best course of action as no one knows if the appointment will last months or the full three years.

Staff have confirmed with Ms. McCallum that she is willing to stay on as the community representative from Western Elgin until such time as the board is dissolved or her term comes to an end.



Report To:	Council Meeting
From:	Jana Nethercott, Clerk
Date:	2023-01-12
Subject:	Advisory Committees

Recommendation:

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

That West Elgin Council hereby directs staff to _____.

Purpose:

The purpose of this report is to seek Council direction on a call for members of two Advisory Committees: Economic Development Advisory Committee and Recreation Advisory Committee.

Background:

The role of an Advisory Committee is to provide recommendations, advise and information to Municipal Council on specialized matters which relate to the purpose of the Advisory Committee, to facilitate public input into Municipal Council on programs, provide ideas and to assist in enhancing the quality of life for the community of West Elgin. West Elgin Council has two advisory committees, Economic Development and Recreation.

As per the West Elgin Advisory Committee Policy at the start of each term of Council the Clerk shall contact all existing members of the advisory committees to see if they have an interest in continuing on the committee, as long as they still meet the terms of appointment (not being on the committee for more than 2 consecutive terms).

As the Economic Development Committee hasn't been active since February of 2020 and none of the previous members have been made aware of the Advisory Committee Policy, therefore staff are recommending that a full review of this Committees Terms of Reference, work plans and membership be done with the appointed Council members, staff support and County Economic Development support prior to putting a call out for applications to committees.

West Elgin Recreation Committee has met regularly up to June 15, 2022. The majority of this committee has served less than 2 terms of Council and therefore, if they wish to stay on can, however there is one member who will need to be replaced. Staff have contacted the three community members who can return to gage their interest and have received responses from 2, that they are willing to return. Once the outstanding response has been received, pending different direction of Council, the call for applications will be done as per the attached Advisory Committee Policy. The Recreation Committee had been working on a draft term of reference for Council's

approval and that will still need to be completed as soon as possible within the term of this committee.

Staff are seeing direction Councils direction with regards to proceeding with the Economic Development Committee and to proceed with the procedure as per the Advisory Committee Policy for the Recreation Committee.

Policies/Legislation:

Council Policy 2020-08 – Advisory Committee Policy

	Municipality of West Elgin
	Schedule "A" to By-Law #2020-64
	Policy #2020-08 Advisory Committee Policy
Effective Date:	September 24, 2020
Review Date:	

Policy Statement

This policy establishes the various expectations and protocols for the Advisory Committees of the Municipality of West Elgin.

Policy

Role of an Advisory Committee

The role of an Advisory Committee is to provide recommendations, advise and information to Municipal Council on specialized matters which relate to the purpose of the Advisory Committee, to facilitate public input into Municipal Council on programs, provide ideas and to assist in enhancing the quality of life for the community of West Elgin.

Appointments to Advisory Committees

Appointments to Advisory Committees shall be at the pleasure of Municipal Council. All appointees must be a resident of West Elgin.

Process:

At the start of each Council term, the Clerk shall contact all members of Advisory Committees, who are eligible to continue to serve, in writing to gage their interest in continuing on the Advisory Committee, these expressions of interest shall be presented to Council during the Committee Appointments meeting.

Any vacancies shall be advertised for two (2) consecutive weeks in the local newspaper, website and social media, prior to the Committee Appointments meeting. All interested residents shall fill out the application form (attached to this policy, by the established deadline. Council shall review all applications in camera and make appointments by By-law. Mid-term vacancies appointments shall follow the same process, with appointment by resolution of Council.

Any member of an Advisory Committee who wishes to resign their appointment may do so by submitting notice in writing to the Clerk. Resignation shall be effective upon receipt of the letter by the Clerk.

Term of Appointment

Appointments to Advisory Committees shall be for the term of Council – four (4) years. Each member may be appointed for a maximum of two (2) consecutive terms. A member may be re-appointed after not serving for one (1) term.

No resident shall sit on more than one (1) Advisory Committee at one time.

Only one (1) immediate family member may sit on any one Advisory Committee at one time. "Immediate family" is defined as: spouse, common-law spouse, common-law spouse's child, mother, father, brother, sister, child, grandchild, step-mother, step-father, son-in-law, daughter-in-law, brother-in-law, sister-in-law, mother-in-law, common-law spouse's father.

Remuneration

Advisory Committee members shall serve without remuneration.

Attendance

Advisory Committee members are expected to attend all meetings. Members shall be deemed to have resigned their appointment if they miss three (3) consecutive meetings or 25% of the meetings in one calendar year.

The Clerk shall send written notice to any member who has reached the absence threshold and invite the member to provide written explanation, with the understanding that this will be reviewed by the Chair and Clerk. The Chair and Clerk shall make a recommendation to Council with regards to the members appointment. Council shall make the final decision on absence issues.

Agendas & Minutes

The Clerk or designate shall, in consultation with the Chair notify all members of upcoming meetings as per The Municipality of West Elgin Council Procedure By-law.

The Clerk or designate shall, in consultation with the Chair prepare all Agendas and distribute according to The Municipality of West Elgin Council Procedure By-law.

The Clerk or designate shall record the minutes of all Advisory Committee Meetings.

Code of Conduct

Advisory Committee Members shall adhere to the West Elgin Committee and Council Code of Conduct, and in accordance with the provisions of other applicable Acts and Regulations.

Responsibilities

The Clerk shall ensure this policy is followed



Terms Of Reference Economic Development Committee

1. <u>Name</u>

The following Committee of Council shall be established and named as follows:

Municipality of West Elgin Economic Development Committee

2. Statement Of Purpose

To identify, develop and evaluate potential economic development opportunities that ultimately improve the Municipalities tax base and bring jobs to West Elgin.

3. Objectives

To identify new industrial, Commercial/Retail and residential housing development possibilities, promote tourism, large, medium and small business opportunities, agricultural business, and other appropriate economic development opportunities. To evaluate these opportunities and bring them to Council for consideration.

4. Role Of The Committee

- A. Development and implementation of an appropriate action plan;
- B. Development of cost effective marketing program to promote West Elgin;
- C. Monitor all economic development activities within the municipality;
- D. Prepare and submit a proposal for annual operating requirements including long term (5 year) capital projects for councils consideration and approval.
- E. Identify all potential funding sources.
- F. Identify any potential for shared responsibilities/cost/revenue with our neighbouring municipalities and Elgin County.

- G. Develop effectiveness measurement plan
- H. Provide input the development of the Municipality of West Elgin Strategic Plan.
- I. Identify projects that will help diversify our economic base and explore new projects that will support and lead to new economic growth.
- J. Work in conjunction on joint initiatives when possible with representatives from the Elgin County Economic Development Committee.

5. Membership

Voting members shall be appointed by Council for the term of Council, and shall include at most:

- two members from the downtown business sector;
- two members from the manufacturing sector;
- two West Elgin property owners;
- two members of Council;
- one member from the not-for-profit sector.

Quorum shall consist of 50% plus one of the appointed members.

Staff Support:

- 1. C.A.O/Clerk
- 2. Deputy Clerk Recording Secretary
- 3. Staff Resource from the County of Elgin Economic Development Department.
- 4. Additional Municipal Resources as required

Revised March 22, 2018

Larry Schneider, President The Kiwanis Club of Rodney, P.O. Box 445 Rodney ON NOL 2C0 December 15, 2023

The Council of the Municipality of West Elgin Municipality of West Elgin, 22413 Hoskins Line Rodney, ON NOL 2C0

Re: Request for the closure of Furnival Road for 2023 Kiwanis-led community events.

Dear Mayor McPhail and Councillors,

I am writing as the President of The Kiwanis Club of Rodney. We are planning on continuing two of our extremely successful events from the last two years. As part of our combined efforts with Ethel's Big Scoop Ice Cream and other businesses, we hope to organize and offer the Rodney Night Market, on Saturday, November 18, 2023, in conjunction with the Christmas Businesses Tour weekend, and Toonie Tuesdays, on Tuesdays August 8, 15, 22, and 29.

This year's Night Market will be in November rather than early December for several reasons, some of which are to avoid a conflict with a similar event being held in Dutton in December, to have perhaps warmer weather, and more hours of sunshine, with an earlier start time this year, and to allow vendors to catch an earlier part of the Christmas shopping rush, when they have more merchandise in stock, and folks are in the early stages of their gift shopping.

The requested road closure for the Night Market would be earlier than this year: from 1:00 p.m. to 9:00 p.m. (to allow for setup, the event itself, and cleanup.) Everything was indeed cleared from the street and the barriers were taken down on the past two years, well before 10:00. Toonie Tuesdays will again be a joint venture among Rodney Kiwanis, Rodney Lions, Ethel's, and other service clubs and perhaps even the WESS Key Club.

We request that Furnival Road be closed once again from Victoria Street to Harper Street, while still allowing for ambulance services ingress and egress, as follow, in descending order of priority:

Final Night: August29, 2023, 4:00 p.m. to 8:30 p.m., Rodney Kiwanis cooking. Opening Night: August 8, 2023, 4:00 p.m. to 8:30 p.m., Rodney Kiwanis cooking. August 15, then August 22, 2023, 4:00 p.m. to 8:30 p.m., Rodney Lions cooking. We truly appreciate your consideration of this letter, and the Council's ongoing support of these events in the many ways that you are able to do so, from financial support, collaborating with Elgin County, to advertising on the community signs, assisting with connections, planning and logistics. Sincerely,

Lawy Selenet

Larry Schneider, President The Kiwanis Club of Rodney 221 Second Street, Rodney NOL2CO January 7, 2023

The Council of the Municipality of West Elgin Municipality of West Elgin, 22413 Hoskins Line, Rodney, ON NOL 2CO

Dear Mayor McPhail and Councillors,

I am writing as the President of The Kiwanis Club of Rodney, to detail the dates and locations for which we seek relief from facility rentals, and to ascertain permission for access and use:

Tuesday, February 21, 2023, 4:00 – 9:00: use of the entire Rec Center facility for our Shrove Tuesday pancake dinner, with tables and chairs for the community members in attendance. (Please call Larry to confirm this date, for our advertising and planning! Thanks!

Saturday, April 8, 2022: 8:00 a.m. – noon, Rodney Kiwanis Easter Egg Hunt at Rec Center

7:00 – 9:30 p.m., Wednesday evenings: for our regular Kiwanis meetings in the warm room: January 25, 2023 February 8 March 8, 22 April 12, 26 May 10, 24 June 14, 28 September 6, 20 October 11, 25 November 8, 22, 23 December 13

Annual Kiwanis Fishing Derby: Port Glasgow: 7:00 a.m. to 3:00 p.m., Sunday, July 9, 2023

Our usual spot on Furnival Road in front of The Dented Can and Little Ethel's Ice Cream for Toonie Tuesday events: 4:30 – 9:30 p.m.: August 8, 15, 22, 29, 2023

Respectfully yours, in the name of Kiwanis,

Larry Seleverth

Larry Schneider



The Corporation Of The Municipality of West Elgin

By-Law No. 2023-01

Being a By-Law to Constitute and Appoint a Committee of Adjustment for the Municipality of West Elgin

Whereas the *Planning Act, R.S.O.1990, c. P. 13., s. 44 (1)* as amended, provides the appointment of a Committee of Adjustment; and

Whereas Section 44 (3) requires that the members of the committee who are not members of a municipal council shall hold office for the term of the council that appointed them and the members of the committee who are members of a municipal council shall be appointed annually; and

Whereas the Council of the Municipality of West Elgin deems it necessary to appoint a Committee of Adjustment;

Now therefore the Municipal Council of the Municipality of West Elgin enacts as follows:

- 1. The Committee of Adjustment for the Municipality of West Elgin is hereby constituted, and the following persons are hereby appointed as its members for the term of January 1, 2023 to December 1, 2023:
 - (a) Mayor Duncan McPhail to hold office as Chairperson and a Committee Member
 - (b) Deputy Mayor Richard Leatham to hold office as Vice-Chairperson and Committee Member
 - (c) Councillor Bill Denning to hold office as a Committee Member
 - (d) Councillor Michell Navackas to hold office as a Committee Member
 - (e) Councillor Taraesa Tellier to hold office as a Committee Member
- 2. That the Committee of Adjustment for the Municipality of West Elgin hereby appoints the Clerk to hold office as Secretary/Treasurer until the Committee of Adjustment deems fit to change, with the CAO/Treasurer serving as the Assistant Secretary/Treasurer; and further that the Secretary/Treasurer be a non-voting member of the Committee of Adjustment.
- 3. That this By-law shall come into effect from the date of passage thereof.

Read a first, second and third time and finally passed this 12th day of January, 2023



The Corporation Of The Municipality Of West Elgin

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

Whereas pursuant to *the Building Code Act, 1992, S.O. 1992, c.23* as amended, requires Council of each municipality to appoint a Chief Building Official, a Deputy Chief Building Official and such inspectors as are necessary for the enforcement of the Act, in the areas in which the municipality has jurisdiction; and

Whereas it is deemed necessary to appoint a Chief Building Official (CBO); and

Whereas it is deemed necessary to appoint a Deputy Chief Building Official;

Now Therefore the Council of the Corporation of the Municipality of West Elgin enacts as follows:

- 1. That Corey Pemberton is hereby appointed Chief Building Official (CBO) for the Corporation of the Municipality of West Elgin to enforce the Building Code.
- 2. That Sandy Lale is hereby appointed Deputy Chief Building Official for the Corporation of the Municipality of West Elgin to enforce the Building Code
- 3. That By-law 2018-79 is hereby repealed.
- 4. That this by-law shall be enforce and effect as of January 16, 2023

Read a first, second and third time and finally passed this 12th day of January, 2023

Duncan McPhail Mayor Jana Nethercott Clerk



The Corporation Of The Municipality Of West Elgin

By-Law No. 2023-03

Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on January 12, 2023.

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 bylaw; 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 January 12, 2023, 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 Deputy 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 12th day of January, 2023.

Duncan McPhail Mayor Jana Nethercott Clerk