



# **Municipality of West Elgin**

## **Minutes**

### **Council Meeting**

**April 27, 2023, 9:30 a.m.**

**West Elgin Community Complex - Hybrid Meeting**

**160 Main St**

**West Lorne**

**Electronic Hybrid Meeting**

**Present:**  
Deputy Mayor R. Leatham  
Councillor T. Tellier  
Councillor Navackas  
Councillor Denning  
Magda Badura

**Staff Present:**  
M. Badura, CAO/ Treasurer  
J. Nethercott, Clerk  
L. Gosnell, Manager of Operations & Community Services  
Jeff McArthur, Fire Chief  
Robert Brown, Planner  
Corey Pemberton, CBO  
Deborah Daub, Deputy Treasurer  
Heather Bouw, Clerk

**This Meeting was held in Hybrid format and the recording available at  
[www.westelgin.net](http://www.westelgin.net) (pending no technical difficulties)**

**1. Call to Order**

Deputy Mayor Leatham called the meeting to order at 9:30 a.m.

**2. Adoption of Agenda**

**Resolution No. 2023- 145**

**Moved:** Councillor Navackas

**Seconded:** Councillor Tellier

That the Council of the Municipality West Elgin hereby adopts the Agenda as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

**4. Delegations**

**4.1 Elgin County Update - Warden Ketchebaw and CAO Gonyou**

Warden Ed Ketchabaw and the General Manager of Engineer, Planning & Enterprise/Deputy CAO Brian Lima attended the meeting to present the Elgin County Update including County initiatives and services. Elgin County CAO Julie Gonyou sent her regrets.

**5. Adoption of Minutes**

**Resolution No. 2023- 146**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That the Minutes of the April 13, 2023 meeting of Council be adopted as circulated and printed.

**Carried**

**6. Business Arising from Minutes**

**7. Consent Agenda**

**Resolution No. 2023- 147**

**Moved:** Councillor Denning

**Seconded:** Councillor Tellier

That the Council of the Municipality of West Elgin Council hereby receive and file the Consent Agenda of April 27, 2023.

**Carried**

**7.5 Elgin County Highlights - April 11, 2023**

**7.1 Monthly Staff Reports**

**7.2 Communications from Other Municipalities**

**7.3 Procurement Items within Budget**

**7.4 Other Items**

**7.5 Elgin County Highlights - April 11, 2023**

**8. Staff Reports**

**8.1 Planning**

**8.1.1 Minor Development Agreement – Recommendation Report (2023-018)**

**Resolution No. 2023- 148**

**Moved:** Councillor Denning

**Seconded:** Councillor Navackas

That the Council of the Municipality of West Elgin hereby receives the report from Robert Brown, Planner regarding approval of a minor development agreement for property located at 24665 Pioneer Line, Recommendation Report 2023-018.

That the Council of the Municipality of West Elgin approve the proposed minor development agreement, (Appendix B to this report) to temporarily permit a second dwelling at 24665 Pioneer Line during the relocation of a new dwelling on the property and authorize the Mayor and Clerk to sign the minor development agreement and register it on title.

**Carried**

## **8.2 Wastewater**

### **8.2.1 S. Smith OCWA - Rodney Wastewater Treatment Plant Annual Report**

OCWA Senior Operations Manager Sam Smith attended the meeting and presented the Rodney Wastewater Treatment Plant Annual Report to Council. There were no questions from Council related to this report.

**Resolution No. 2023- 149**

**Moved:** Councillor Tellier

**Seconded:** Councillor Navackas

That the Council of the Municipality of West Elgin hereby receives and files the Rodney Wastewater Treatment Plant Annual Report.

**Carried**

### **8.2.2 S. Smith, OCWA - West Lorne Wastewater Treatment Plant Annual Report**

OCWA Senior Operations Manager Sam Smith attended the meeting and presented the West Lorne Wastewater Treatment Plant Annual Report to Council. Mr. Smith also pointed out that it is the responsibility of OCWA, not the Municipality, to find efficiencies, research new technologies and funding opportunities, etc.

**Resolution No. 2023- 150**

**Moved:** Councillor Denning

**Seconded:** Councillor Navackas

That the Council of the Municipality of West Elgin hereby receives and files the West Lorne Wastewater Treatment Plant Annual Report.

**Carried**

### **8.3 Clerk's**

#### **8.3.1 Request for Declaring a Municipally Significant Event**

##### **Resolution No. 2023- 151**

**Moved:** Councillor Navackas

**Seconded:** Councillor Tellier

That the Council of the Municipality of West Elgin hereby receives the report from H. Bouw, Clerk re: Request for Declaring a Municipally Significant Event; and

That West Elgin Council hereby supports the request of Ryan & Jessica Statham and The Brandywine Inc. and declare the Inaugural Farmers Market, scheduled for July 14, 2023, to be held at 25714 Pioneer Line, West Lorne, as a municipally significant event; and

That West Elgin Council also supports future market dates scheduled for August, September and October.

**Carried**

### **8.4 Finance/Administration**

#### **8.4.1 Investment Policy**

##### **Resolution No. 2023- 152**

**Moved:** Councillor Denning

**Seconded:** Councillor Navackas

That the Council of the Municipality of West Elgin hereby receives the report from M. Badura, CAO/Treasurer re: Investment Policy be received;

And That the Investment Policy be approved as presented;

And That the CAO/Treasurer be authorized to invest funds from time to time as deemed appropriate and as directed within the Investment Policy.

**Carried**

#### **8.4.2 Filling the Vacancy of the Office of the Mayor Report**

##### **Resolution No. 2023- 153**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

THAT the Council of the Municipality of West Elgin hereby receives the report from Magda Badura, CAO/Treasurer re: Filling the Vacancy of the Office of the Mayor for information purposes;

AND THAT West Elgin Council decides to proceed with Option #2 as set out in this report that hereby adopts the "Appointment Procedure for Filling a Council Vacancy" attached to this report as Appendix "A" and directs the Clerk to take such steps and set such dates as are necessary to complete the appointment process by no later than May 19, 2023.

**Carried**

### **9. Committee and Board Report**

#### **9.1 Councillor Reports from Committees**

Councillor Navackas reported that with strong community support, the Fair Board is running a very successful fundraising campaign to date.

Councillor Tellier reported that the Recreation Committee continues to plan Canada Day activities that will include a fireworks display.

Councillor Tellier reported on the most recent Heritage Homes meeting. Many are still on a waiting list, and members continue to research grant opportunities.

Deputy Mayor Leatham reported that he attended the most recent TOPS meeting. TOPS members are grateful to West Elgin Council Members for their continued support and presented Deputy Mayor Leatham with a certificate indicating such support.

**10. Accounts**

**Resolution No. 2023- 154**

**Moved:** Councillor Navackas

**Seconded:** Councillor Tellier

THAT the Deputy Mayor and Treasurer are hereby authorized to sign Payment Voucher #4A amounting to \$206,813.17 in settlement of General, Road, Water and Arena Accounts including EFT#6561-6590, online Payments#1142-1158, and Payroll PP08.

**Carried**

**11. Consideration of Items Requiring Discussion**

**11.1 Flag Request on Town Hall**

**Resolution No. 2023- 155**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That the Council of the Municipality of West Elgin directs Staff to prepare an incorporated draft flag policy; and

That Council defer this request to a future meeting date.

**Carried**

**12. Council Inquires/Announcements**

**12.1 Notice of Motion**

**12.2 Statements/Inquires by Councillors**

**13. By-Laws**

**13.1 By-Law 2023-29 - Municipal Investment Policy**

**Resolution No. 2023- 156**

**Moved:** Councillor Tellier

**Seconded:** Councillor Denning

That By-law 2023-29 being a By-Law to adopt the Policy AD-3.5 – Municipal Investment Policy, be read a first, second and third and final time.

**Carried**

**13.2 By-Law 2023-30 - Tax Ratio By-law**

**Resolution No. 2023- 157**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That By-law 2023-30 being a By-Law to set the Transition Ratios and to Levy Taxes for the Year 2023, be read a first, second and third and final time.

**Carried**

**13.3 By-Law 2023-31 - Adopt 2023 Budget**

**Resolution No. 2023- 158**

**Moved:** Councillor Tellier

**Seconded:** Councillor Navackas

That By-law 2023-31 being a By-Law to Adopt the 2023 Operating and Capital Budgets for the Municipality of West Elgin, be read a first, second and third and final time.

**Carried**

**13.4 By-law 2023-32 - Adopt Water and Wastewater Rates for 2023**

**Resolution No. 2023- 159**

**Moved:** Councillor Denning

**Seconded:** Councillor Navackas

That By-law 2023-32 being a By-Law to Establish Rates for Municipal Water and Wastewater Services for 2023 and to repeal By-Law 2022-14 is read a first, second and third and final time.

**Carried**

**13.5 By-law 2023-33 - Development Agreement By-Law -24665 Pioneer - Keech**

**Resolution No. 2023- 160**

**Moved:** Councillor Tellier

**Seconded:** Councillor Denning

That By-Law 2023-33, being a by-law to authorize the execution of an Agreement between The Corporation of the Municipality of West Elgin and Joseph Charles Keech be read a first, second and third and final time.

**Carried**

**14. Closed Session**

The Clerk announced that the recording of this meeting will end after the resolution to proceed into closed session. The Chamber doors will be closed for this session, but will re-open for Council's rise and report resolution, as well as the resolutions for By-law 2023-34, the confirming by-law and the adjournment resolution for anyone wishing to attend in person.

**Resolution No. 2023- 161**

**Moved:** Councillor Tellier

**Seconded:** Councillor Denning

That the Council of the Municipality of West Elgin hereby proceeds into a session of the meeting that shall be closed to the public at 11:12 a.m.in accordance with Section 239(2) of the Municipal Act, S.O. 2001, c.25 for discussion of the following matters:

1. Labour relations or employee negotiations - Section 239(2)(d) of the Municipal Act - Public Works Employees
2. Labour relations or employee negotiations - Section 239(2)(d) of the Municipal Act - All Departments
3. Labour relations or employee negotiations - Section 239(2)(d) of the Municipal Act - Administrative Employee

**Carried**

**15. Report from Closed Session**

**Resolution No. 2023- 162**

**Moved:** Councillor Tellier

**Seconded:** Councillor Navackas

That the Council of the Municipality of West Elgin hereby comes out of the Closed Session at 12:25 p.m. and the regular meeting re-convenes.

**Carried**

**16. By-law 2023-34 - Memorandum of Settlement - Canadian Union of Public Employees**

**Resolution No. 2023- 163**

**Moved:** Councillor Tellier

**Seconded:** Councillor Denning

THAT By-Law 2023-34, being a by-law to approve and authorize execution of a Memorandum of Settlement between The Corporation of the Municipality of West Elgin and the Canadian Union of Public Employees and its Local 35.7

**Carried**

**17. Confirming By-Law**

**Resolution No. 2023- 164**

**Moved:** Councillor Tellier

**Seconded:** Councillor Navackas

That By-law 2023-35 being a By-law to confirm the proceeding of the Regular Meeting of Council held on April 27, 2023, be read a first, second and third and final time.

**Carried**

**18. Adjournment**

**Resolution No. 2023- 165**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That the Council of the Municipality of West Elgin hereby adjourn at 12:26 p.m.to meet again at 9:30 a.m. on May 11, 2023, or at the call of the Chair.

**Carried**

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Richard Leatham, Deputy Mayor

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Heather Bouw, Clerk