



Municipality of West Elgin

Agenda

Council Meeting

Date: **May 11 2023, 9:30 a.m.**
Location: **West Elgin Community Complex - Hybrid Meeting**
160 Main St
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, pending any technical difficulties. 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 the Council of the Municipality of West Elgin hereby adopts the Agenda as presented.

3. Disclosure of Pecuniary Interest

4. Presentation - Jennifer Kirkham, Michevious Cat Productions - Strategic Plan 2023-2026

5. Delegations

5.1 J. Hanlon - Municipal Food Waste Diversion Program

6

6. Adoption of Minutes 28

Recommendation:

That the Minutes of the April 27, 2023 West Elgin Council meeting be adopted as circulated and printed.

7. Business Arising from Minutes

8. Consent Agenda

Recommendation:

That the Consent Agenda for May 11, 2023 be received and filed.

8.1 Monthly Staff Reports

8.1.1	Building Department Summary Report - April 2023	39
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8.1.4	J. McArthur - Fire Chief - Incident Summary Report - 2022	44
8.1.5	L. Gosnell, Manager of Operations & Community Services - Monthly Report April 2023	49

8.2 Communications from Other Municipalities

8.2.1	County of Elgin - Road Safety Concerns - Aldborough Public School	52
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8.2.6	Town of Cochran - Barriers for Women in Politics	61
8.2.7	Township of Puslinch - Roadside Litter on Highway 401	63

8.3 Procurement Items within Budget

8.4 Other Items

8.4.1	Ann Smith - Old Town Hall Committee Composition	64
8.4.2	Ministry of Economic Development, Job Creation & Trade - Strengthening Ontario's Competitiveness for Future Investments	65
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9. Staff Reports

9.1 Municipal Drains

9.1.1	Section 78 - Notice of Request for Drain Major Improvement - Lamont Drain	73
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Recommendation:

That the Council of the Municipality of West Elgin receives and decides to proceed with the Lamont Drain improvement request under Section 78 of the Drainage Act received from the Municipality of West Elgin Public Works Department, and instructs the Clerk to notify LTVCA as required under S.78(2) of the Drainage Act for drainage improvements; and

That the requesting landowner 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.

9.2 Planning

9.2.1 Severance Application E24-23 - Comments to Elgin County - 25785 McMurphy Line

75

Recommendation:

That the Council of the Municipality of West Elgin hereby receives the report from Robert Brown, Planner regarding Severance Application File E24-23 - Comments to Elgin County (Planning Report 2023-019); and

That the Council of the Municipality of West Elgin hereby recommends approval to the Land Division Committee of the County of Elgin for Severance Application File E24-23, subject to the Lower-Tier Municipality conditions in Appendix Two (2) of this report; and

Further That the Council of the Municipality of West Elgin directs administration to provide this report as municipal comments to the County of Elgin.

9.3 Finance/Administration

84

9.3.1 M. Badura. CAO/Treasurer - 2023 Old Town Hall Insurance Premiums

86

Recommendation:

That the Council of the Municipality of West Elgin hereby receives the report from M. Badura, CAO/Treasurer, 2023 Old Town Hall Insurance Premiums for information; and

That Council approves amending insurance coverage for the Old Town Hall by approving Option #_____.

10. Committee and Board Report

10.1 Councillor Reports from Committees

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11. Accounts

Recommendation:

That the Deputy Mayor and Treasurer of the Municipality of West Elgin are hereby authorized to sign Payment Voucher #5 amounting to \$421,594.54 in settlement of General, Road, Water and Arena Accounts including EFT #6591-77; online Payments #1159-1164; Cheque #26169-26180 and Payroll PP09.

12. Council Inquires/Announcements

12.1 Notice of Motion

12.2 Statements/Inquires by Councillors

13. Closed Session

Recommendation:

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

1. Security of Municipal Property - Section 239(2)(a) of the Municipal Act.

14. Report from Closed Session

Recommendation:

That the Council of the Municipality of West Elgin hereby comes out of the Closed Session at _____ a.m. and the regular meeting re-convenes.

15. Confirming By-Law

96

Recommendation:

That By-law 2023-36 being a By-law to confirm the proceeding of the Regular Meeting of Council of the Municipality of West Elgin held on May 11, 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 May 25, 2023 or at the call of the Chair.



FOODCYCLER™ MUNICIPAL SOLUTIONS

The Future of Food Waste.



ABOUT US

Food Cycle Science

- **Canadian company** based out of Ottawa, ON
- Founded in Cornwall in 2011 – Company is 100% focused on **Food Waste Diversion Solutions**
- Products available in North America through **FoodCycler Municipal** / **Vitamix** and internationally through network of distributors & OEM partners
- **Finalists** in Impact Canada/AAFC's **Food Waste Reduction Challenge**
- **Globe & Mail** Canada's **Top Growing Companies** (2021 & 2022)
- **Deloitte Fast 50 CleanTech** award winners (2021)
- **Approved supplier** with Canoe Procurement Group of Canada



TRUSTED CANADIAN SOLUTION

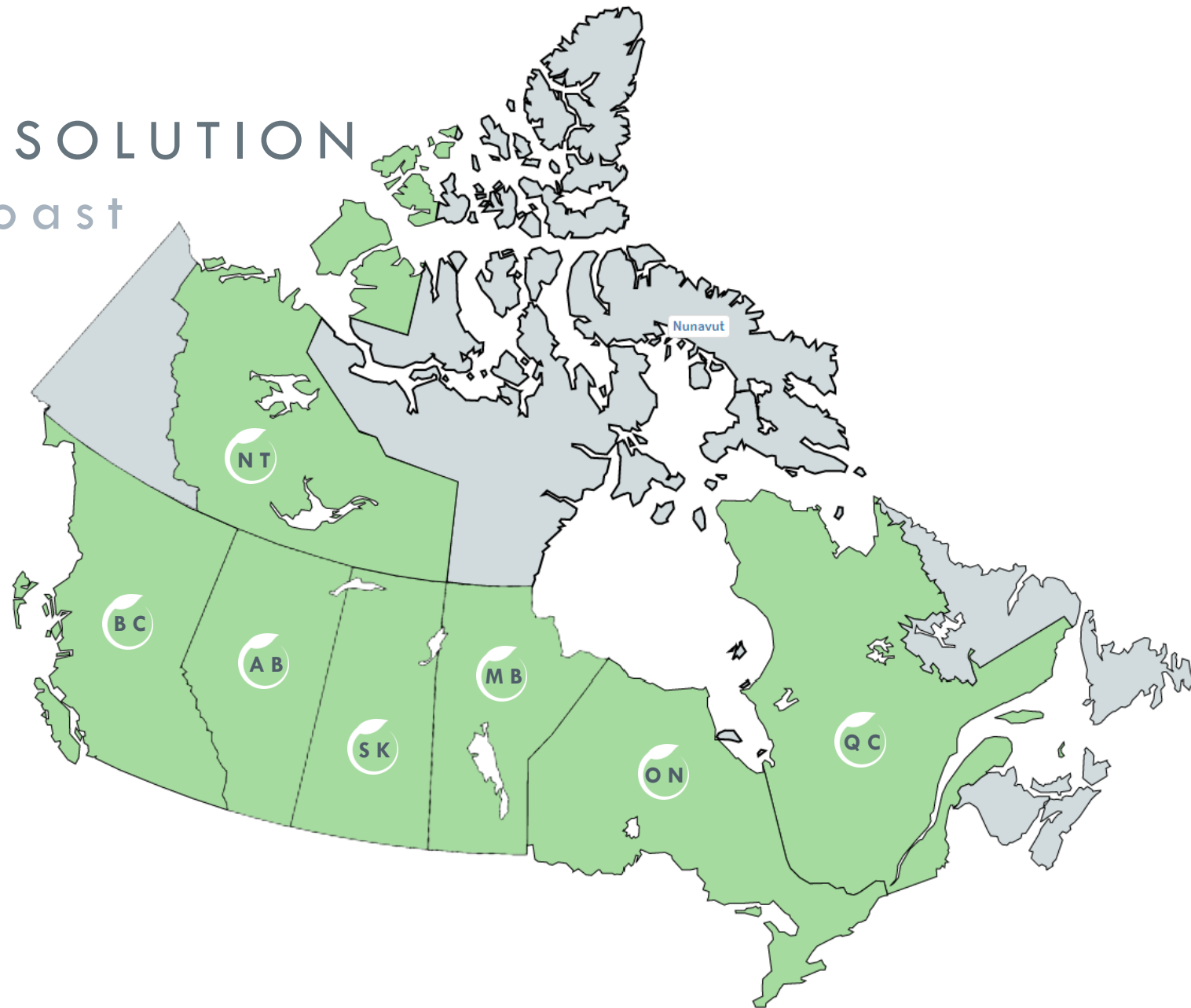
Coast to Coast to Coast

72

Canadian Municipal Partnerships

○ **6** Provinces

○ **1** Territory



THE PROBLEM – FOOD WASTE

- **63%** of food waste is avoidable
- Household waste is composed of **25-50%** organic waste
- Food waste weight is up to **90%** liquid mass (which is heavy)
- The average Canadian household spends **\$1,766** on food that is wasted each year
- Each year food waste in Canada is responsible for **56.6 Million tonnes of CO2** equivalent of GHG



MUNICIPAL IMPACT

Waste is a municipal responsibility

LANDFILL + WASTE COSTS

- ~**25-50%** of household waste is organic waste
- Landfills are filling up fast, creating cost and environmental issues
- Hauling, transfer, and disposal services are a major cost factor and environmental contributor

ENVIRONMENT

- Landfilled organic waste produces methane, which is **25 times** more harmful than CO₂
- 1 tonne of food waste is equivalent to 1 car on the road for one year



COMMUNITY

Food in the garbage:

- More frequent collection or trips to the disposal site
- Unpleasant odours
- Animals, pests & other visitors



Removing food waste from garbage:

- Volume is reduced by up to 50%
- Less frequent collection, fewer trips to disposal site, save on bag tags
- Keeps odours out, makes garbage much less “interesting” for animals

HAVEN'T WE SOLVED THIS ALREADY?



GREEN BINS

- Preferred solution for **larger cities** where **dense housing** and large processing facilities generate **economies of scale**
- **Contamination** is an ongoing challenge
- GHG emissions from curbside collection
- **Safety** concerns from additional trucks on the road



BACKYARD COMPOST

- **Cost-effective** but can be **labor-intensive** also
- May attract pests/animals or create unpleasant **odors**
- Most users **do not compost in winter** or inclement weather
- **Adoption rates are relatively low and stagnant**



LANDFILL

- **Easiest solution** and often perceived as the most cost-effective in the short term
- Waste is typically **out of sight and out of mind** for consumers
- High levels of GHG emissions, particularly **methane**
- Long-term **environmental hazard** requires monitoring / maintenance

THE FOODCYCLER PRODUCT FAMILY

**FOODCYCLER™
FC-30**



2.5 L

30.5 L

4 - 8 HOURS

0.8 kWh

2
REFILLABLE
FILTERS

BACK

VOLUME CAPACITY

UNIT VOLUME

PROCESSING TIME

POWER CONSUMPTION
PER CYCLE

ODOUR CONTROL

VENT LOCATION

5.0 L

28.9 L

6 - 8 HOURS

1.3 kWh

1
REFILLABLE
FILTER

TOP

**FOODCYCLER™
MAESTRO**



THE SOLUTION

IN THREE SIMPLE STEPS



1. Add waste to bucket

2. Add bucket to unit

3. Press Start. That's it!



Vegetable &
Fruit Scraps



Dairy Products



Starches



Tea bags & Coffee
grinds



Most Animal
Bones



Egg shells



Nut shells, nuts
& seeds



Meat, poultry
& fish

The resulting by-product can be
used in many applications.

90% FOOD WASTE REDUCTION

Full bucket of wet,
smelly food waste

2.5L / 5L

Handful of dry, sterile, odourless
& nutrient-rich by-product

100 g / 200 g



4-8 HOURS
(Overnight)

0.8-1.5 kWh
(Equivalent to a laptop)

\$0.10-\$0.15 per cycle
(\$2-4 per month)



FOODILIZER™ : BENEFICIAL USES

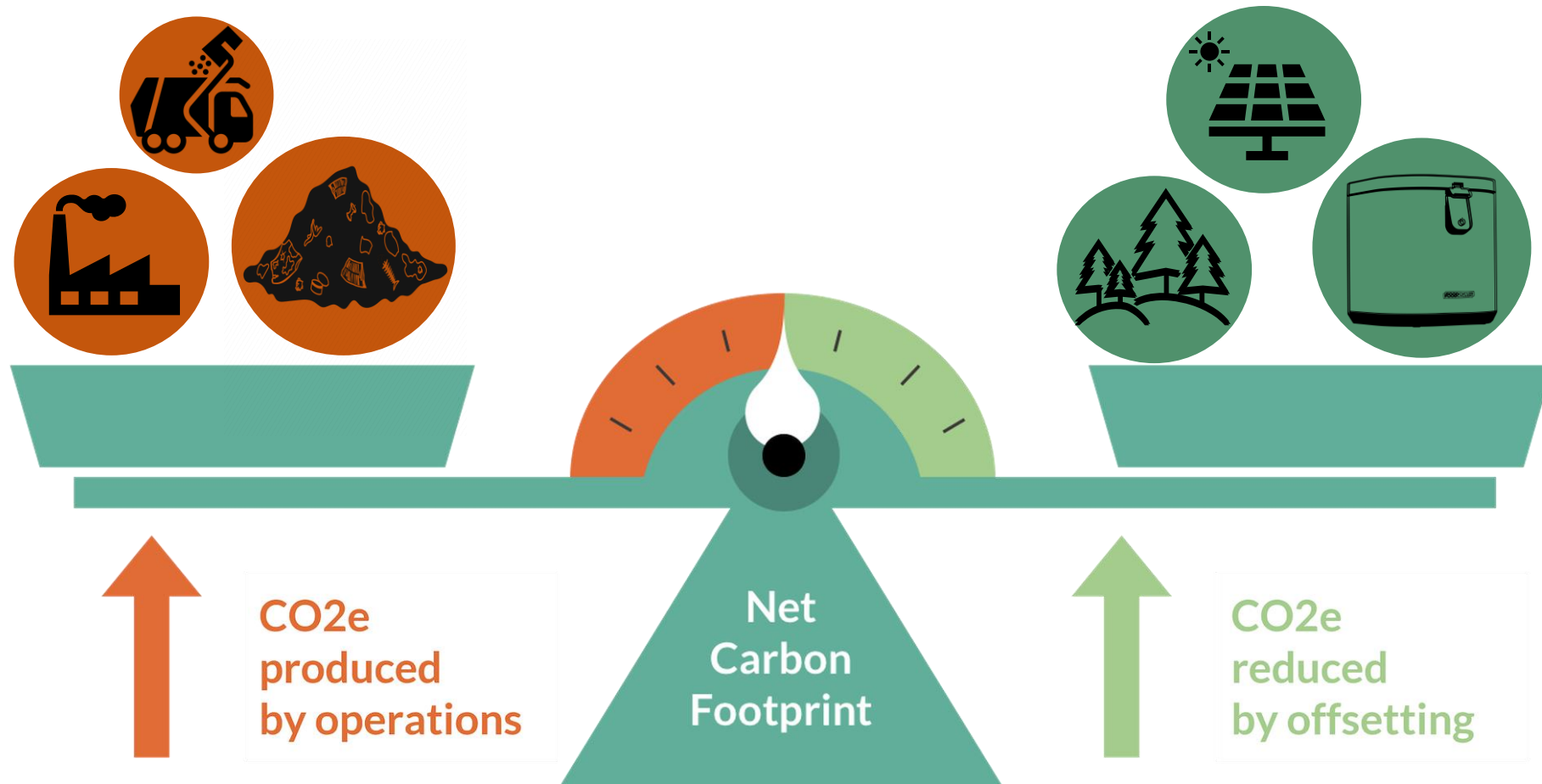
The FoodCycler by-product is a dry, sterile, odourless and nutrient-rich biomass with many beneficial uses and practical applications:

- Add to garden soil
- Add to backyard composter/tumbler/green cone
- Integrate to existing Leaf & Yard waste systems
- Pelletize/briquette as home heating alternative
- Drop off at compost site
- Drop off to a local farm
- Drop off to a community garden
- Add to Green Bin (where available)



IMPACT: ENVIRONMENT

The Path to Net Zero



IMPACT: ECONOMIC

TRADITIONAL
SERVICES



+



+



=

HAULING FEE

TRANSFER STATION
OPERATION

DISPOSAL FEE

**EXPENSIVE,
ONGOING,
VARIABLE**

FOODCYCLER



=

NO TRANSPORTATION OR PROCESSING

**FIXED COST,
HIGH YIELD,
EFFECTIVE**

IMPACT: SOCIO-ECONOMIC

Traditional organics collection methods often neglect communities with challenging infrastructure and limited resources (rural, remote, Northern, multi-residential, Indigenous, etc.).

With FoodCycler, the capital costs of developing processing and collection infrastructure are avoided, as is the time required before infrastructural maturity is achieved.

The FoodCycler provides a non-discriminatory means for ALL households to directly participate in organics diversion with minimal individual costs incurred.

All you need is a plug.

ALL YOU NEED
IS A PLUG



IMPACT: PRESSURE

Regulatory + Social

THE TIME IS NOW

- Constituents want **solutions** to reduce their environmental impact
- Waste is perceived as a government problem and **regulations** are coming
- Food waste is “low-hanging fruit” to achieving higher **diversion** and addressing the environmental impact of waste



"I've received a number of positive messages from residents saying, "sign me up, where can I get mine." I'm 100 per cent in favor of it."

Deputy Mayor Lyle Warden, (South Glengarry ON)

"We were extremely happy with this program and loved that it made us aware of our daily waste."

Pilot participant in South Glengarry

"It's a great tool to reduce household waste. Appreciate that the municipality is being innovative and piloting different solutions."

Pilot participant in Hornepayne

"It alleviates a lot of the concerns that people might have with backyard composting. The time commitment, the location, pests and animals..."

**Kylie Hissa, Strategic Initiatives Officer
(Kenora, ON)**

THE FOODCYCLER PILOTS

The results are in.

Completed pilots in:

4700

H o u s e h o l d s

40

M u n i c i p a l i t i e s



Participation Rate **98%**

- 98% of pilot participants will continue using the FoodCycler after the pilot period

Recommendation Rate **96%**

- 96% of users would recommend the FoodCycler to friends/family/neighbours

User Experience Rating **4.6/5**

- 4.6 out of 5 star rating for the overall user experience of the FoodCycler

Net New Diversion **300 kg**

- Each participating household is estimated to divert approximately 300 kg of food waste per year

Awareness + Prevention **77%**

- 77% of pilot participants resolved to waste less food as a result of increased awareness

FOOD WASTE REDUCTION CHALLENGE

Impact Canada Finalists

Federal Funding

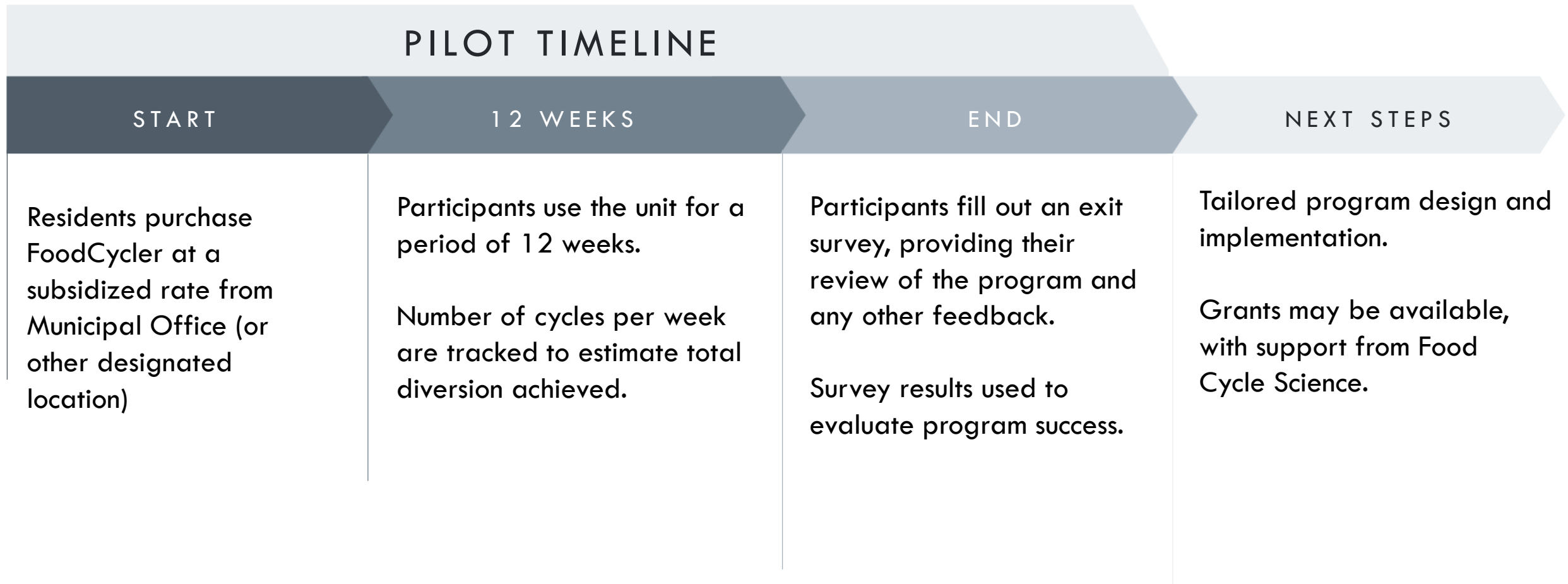
- ✓ Semi-Finalists in Stage 1 received **\$100,000**
- ✓ Finalists in Stage 2 received **\$400,000**
- Finalists will compete in Stage 3 to win one of two Grand Prizes of up to **\$1,500,000**

IN PARTNERSHIP WITH:



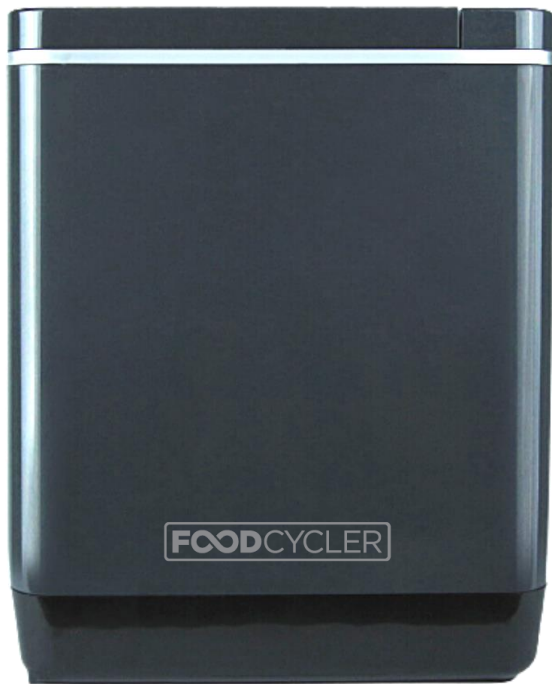
PILOT PROGRAM

12 Weeks from Start to Finish



FUNDED PILOT PROGRAM OPTIONS

Municipal Subsidy Model



**FOODCYCLER™
FC-30**

\$ 500

-\$ 200

-\$ 50

\$ 100

\$ 150

RETAIL PRICE

MUNICIPAL
DISCOUNT

IMPACT CANADA
INVESTMENT

* MUNICIPAL
SUBSIDY *

RESIDENT
COST

\$ 800

-\$ 250

-\$ 150

\$ 100

\$ 300



**FOODCYCLER™
MAESTRO**

FUNDED PILOT PROGRAM OPTIONS

Pilot Scope Recommendations

Municipality Population	Pilot Scope	Municipal Investment
< 2,500 Residents	50 Households	\$5,000
2,500 – 10,000 Residents	100 Households	\$10,000
10,000 – 20,000 Residents	200 Households	\$20,000
> 20,000 Residents	250+ Households	\$25,000+

- **Plus shipping costs and applicable taxes**



PARTNERSHIP BENEFITS

Why pilot with us?

- 🍃 Opportunity to trial a food waste diversion solution at a **cost well below market prices**
- 🍃 Immediate impact of reduced residential waste volumes thus **increasing diversion rates**
- 🍃 **Reduced costs** associated with waste management (collection, transfer, disposal, and landfill operations)
- 🍃 The **reduction of greenhouse gas** (GHG) emissions from transportation and decomposition of food waste in landfills
- 🍃 Extend the **life of your landfill(s)**
- 🍃 Opportunity to support **Canadian innovation** and clean tech
- 🍃 Opportunity to provide **residents** with an innovative solution that reduces waste and fights climate change, at an affordable price
- 🍃 Obtaining **data** that could be used to develop a **future organic waste diversion program**

Next Steps:

- ❑ Receive presentation as information.
- ❑ If interested in partnering, refer to Staff for a recommendation to Council.



THANK YOU!

ANY QUESTIONS?

Christina Zardo

Director of Municipal Solutions

Email: christinaz@foodcycler.com

Phone: 613-402-7999

Jacob Hanlon

Municipal Program Coordinator

Email: jacobh@foodcycler.com

Phone: 613-316-4094

The Municipal Solutions Team

municipal@foodcycler.com





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 (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

Richard Leatham, Deputy Mayor

Heather Bouw, Clerk



Staff Report

Report To: Council Meeting

From: Corey Pemberton, Chief Building Official

Date: 2023-05-11

Subject: Building Department Summary Report – April 2023

Recommendation:

That West Elgin Council hereby receives the report from Corey Pemberton, CBO Re: Building Department Summary Report for the month of April 2023.

Purpose:


The purpose of this report is to provide Council with a summary of Building Department activities for the month of April 2023.

Background:

Please see attached Summary Report.

Respectfully submitted by,

Corey Pemberton, CBO

 MUNICIPALITY OF West Elgin				Municipality of West Elgin			
				Permit Comparison Summary			
				Issued For Period January - April			
Current Year to Date				Previous Year to Date			
PERMIT CATEGORY	PERMIT COUNT	FEE	COST OF CONSTRUCTION	PERMIT CATEGORY	PERMIT COUNT	FEE	COST OF CONSTRUCTION
Accessory structures	6	1,229	137,000	Accessory structures	7	3,652	577,000
Agricultural	9	10,467	1,540,000	Agricultural			
Change of Use		-	-	Change of Use			
Commercial		-	-	Commercial	1	4,622	10,000
Demolition	4	640	24,200	Demolition	1	150	10,000
Heating		-	-	Heating			-
Industrial Building				Industrial Building			
institutional Building	1	9,750	750,000	institutional Building			
Miscellaneous				Miscellaneous			
Plumbing	1	200	3,000	Plumbing	1	300	10,000
Pools	1	160		Pools			
Residential Building	8	12,495	2,375,800	Residential Building	11	21,229	3,649,458
Sewage System	6	3,130	64,940	Sewage system	6	3,250	75,900
Signs			-	Signs			-
Combined Use		-	-	Combined Use			-
TOTAL	36	38,071	4,894,940	TOTAL	27	33,203	4,332,358

Current Year				Previous Year			
TOTAL PERMIT ISSUED		36			15		
TOTAL DWELLING UNITS CREATED		5			3		
TOTAL PERMIT VALUE		4,894,940			4,332,358		
TOTAL PERMIT FEE		38,071			33,203		
TOTAL INSPECTION COMPLETED(YTD)		146			181		

April 2022 Compared to April 2023							
Current Year				Previous Year			
	PERMIT COUNT	FEE	COST OF CONSTRUCTION		PERMIT COUNT	FEE	COST OF CONSTRUCTION
Accessory structures	1	373	2,000	Accessory structures	2	2,198	357,000
Agricultural	4	2,369	866,450	Agricultural			
Change of Use				Change of Use			
Commercial				Commercial	1	4,622	10,000
Demolition	2	320	80,000	Demolition			
Heating				Heating			
Industrial Building				Industrial Building			
institutional Building				institutional Building			
Miscellaneous				Miscellaneous			
Plumbing				Plumbing			
Pools		160		Pools			
Residential Building	1	350	17,122	Residential Building	5	11,898	1,994,458
Sewage System	2	1,120	26,400	Sewage System	4	2,175	53,900
Signs				Signs			
Combine Use				Combined Use			
TOTAL	10	4,692	991,972	TOTAL	12	20,892	2,415,358



Staff Report

Report To: Council Meeting
From: Jeff McArthur, Fire Chief
Date: 2023-05-11
Report: 2023-04
Subject: Monthly Report – April 2023

Recommendation:

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

Purpose:

To provide Council with an update on fire department activities in the month of April 2023.

Background:

Emergency Responses

Fire – vehicle	1
No Loss Outdoor Fire - Grass	2
Alarm System Malfunction	2
Vehicle Extrication	1
<i>TOTAL</i>	<i>6</i>

Training & Meetings

Department topics included incident review, confined space awareness, and auto extrication.

Members attended an Elgin County Mutual Aid meeting in St. Thomas.

A WEFD officers meeting was held, with medical calls and budget items among the items being discussed.

The six 2023 recruits are close to completing the NFPA 1001 Course, with medical, hazmat, DZ training being scheduled.

WEFD is co-hosting an Electric Vehicle Suppression and Extrication Session with Aylmer and Southwold Fire Departments.

Fire Prevention

Follow up inspections were conducted.

Other Activities/Information

The Fire Chief met with Medavie Elgin EMS to review the Tiered Response Agreement (TRA). A few minor changes are proposed regarding call types, with the current delay in fire-tiered response being removed for all call types. This new TRA will go into effect in the coming months, once training and medical supplies are fully implemented.

A tanker replacement committee consisting of officers and firefighters has met three times and is awaiting further information from manufacturers. The goal of the committee is to bring recommendations to Council regarding the tanker replacement needs of the fire department.

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

West Elgin firefighters have been meeting with Dutton-Dunwich firefighters on a joint Cancer Prevention Taskforce. This informal group are reviewing the Provincial Firefighter's cancer prevention checklist, which is a self-audit tool for fire services to learn how to protect fire personnel from exposure to contaminants that may cause cancer or other occupational illnesses. The goal is to find areas within our departments that we can collectively improve on when it comes to cancer prevention.

Financial Implications:

There are no financial implications associated with this report.

Report Approval Details

Document Title:	Monthly Activity Report - March 2023 - 2023-03-Fire.docx
Attachments:	
Final Approval Date:	Apr 11, 2023

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

Heather Bouw



Staff Report

Report To: Council Meeting
From: Jeff McArthur, Fire Chief
Date: 2023-05-11
Report: 2023-05
Subject: Incident Summary for 2022

Recommendation:

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

Purpose:

To provide Council a summary of the Emergency Incidents/Fire Calls that the Fire Department responded to in 2022.

Background:

The Totals by Type report has been included in this report, showing the number of incidents and % of total, staff hours, average # of responding personnel, and average response time. WEFD firefighters contributed over 948 hours in 2022. These hours only reflect emergency response, and don't include the hundreds of hours invested towards training, fire prevention and other duties.

Also of importance, is the estimated amount in dollars, of property lost and property saved by the firefighters in 2022. This information is on the attached report and is also included in the staff report.

Year-by-Year Comparison of Total Incidents:

2022	104
2021	122
2020	101
2019	130
2018	105

Fire Loss/Saved (Estimated):

\$ Loss	\$212,100
\$ Saved	\$1,379,900

Comment:

The West Elgin Fire Department once again demonstrated their dedication to the residents and visitors to the municipality. Firefighters responded 24 hours a day to a wide variety of emergency incidents in 2022 while committed to conserving property and protecting lives.

Report Approval Details

Document Title:	Incident Summary for 2021 - 2022-08-Fire.docx
Attachments:	
Final Approval Date:	May 6, 2022

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

Heather Bouw

Municipality of West Elgin Fire Department

22413 Hoskin Line, RR 1 Rodney ON
Rodney ON N0L 2C0
PH : 519-785-0771 FAX : 519-785-0644

Totals by Type From Jan 1 22 to Dec 31 22

	Response Type	# of Incidents	% of total	Staff Hours	Average # of Responding Personnel	Average Response Time	\$ Loss
01	Fire	7	6.73	181 h 58m	14.4	13:43	212,100
03	NO LOSS OUTDOOR fire (see exclusions)	5	4.81	42 h 14m	5.6	\$ Saved: 11:28	1,379,900
23	Open air burning/unauthorized controlled burning (no uncontrolled fire)	5	4.81	44 h 8m	7.0	10:09	
24	Other Cooking/toasting/smoke/steam (no fire)	4	3.85	43 h 3m	8.3	15:18	
26	Fireworks (no fire)	1	0.96	0 h 36m	2.0	08:15	
29	Other pre fire conditions (no fire)	2	1.92	24 h 25m	15.5	08:27	
31	Alarm System Equipment - Malfunction	6	5.77	16 h 36m	6.2	08:43	
32	Alarm System Equipment - Accidental activation (exc. code 35)	4	3.85	12 h 47m	9.8	10:11	
34	Human - Perceived Emergency	1	0.96	5 h 46m	13.0	09:11	
36	Authorized controlled burning - complaint	3	2.88	21 h 32m	7.3	14:55	
37	CO false alarm - perceived emergency (no CO present)	3	2.88	16 h 37m	9.0	09:04	
38	CO false alarm - equipment malfunction (no CO present)	2	1.92	10 h 41m	9.0	09:34	
				46			

Totals by Type
From Jan 1 22 to Dec 31 22

Response Type	# of Incidents	% of total	Staff Hours	Average # of Responding Personnel	Average Response Time	\$ Loss
41 Gas Leak - Natural Gas	3	2.88	64 h 32m	10.0	07:42	
45 Spill - Gasoline or Fuel	2	1.92	17 h 14m	10.0	16:55	
47 Spill - Miscellaneous	2	1.92	45 h 9m	15.0	09:45	
50 Power Lines Down	1	0.96	10 h 0m	6.0	05:38	
53 CO incident, CO present (exc false alarms)	2	1.92	20 h 27m	6.5	08:46	
57 Public Hazard no action required	1	0.96	3 h 5m	5.0	11:11	
605 Animal rescue	2	1.92	13 h 19m	12.5	15:33	
61 Vehicle Extrication	4	3.85	45 h 44m	10.3	11:07	
62 Vehicle Collision	18	17.31	147 h 46m	9.9	11:19	
66 Persons Trapped in Elevator	1	0.96	2 h 16m	4.0	08:02	
702 CPR administered	3	2.88	16 h 47m	6.3	08:00	
71 Asphyxia, Respiratory Condition	1	0.96	4 h 50m	5.0	11:46	
84 Medical Aid Not Required on Arrival	1	0.96	1 h 8m	4.0	10:16	
85 Vital signs absent, DOA	1	0.96	15 h 20m	12.0	13:55	
88 Accident or illness related - cuts, fractures, person fainted, etc.	1	0.96	11 h 42m	9.0	12:46	
89 Other Medical/Resuscitator Call	6	5.77	25 h 10m	4.8	13:22	
910 Assisting Other FD: Mutual Aid	3	2.88	46 h 9m	5.0	16:58	
92 Assistance to Police (exc 921 and 922)	1	0.96	14 h 6m	6.0	11:01	
93 Assistance to Other Agencies (exc 921 and 922)	2	1.92	9 h 9m	8.5	10:00	

Totals by Type
From Jan 1 22 to Dec 31 22

Response Type		# of Incidents	% of total	Staff Hours	Average # of Responding Personnel	Average Response Time	\$ Loss
94	Other Public Service	1	0.96	3 h 54m	6.0	07:47	
96	Call cancelled on route	5	4.81	10 h 46m	4.8		
Total Number of Responses		104		948h 56m	8.5	11:21	212,100
						\$\$ Saved:	1,379,900



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2023-05-11

Subject: Monthly Operations Update – April 2023

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services Re: Monthly Operations Update.

Purpose:

The purpose of this report is to provide West Elgin Council with a brief update of municipal operations undertaken during the month of April.

Background:

Public Works

- Dragging and grading of gravel roads took place throughout the month as weather permitted.
- Shoulder repair from winter plowing operations completed.
- Patching on various hardtop roads in the urban and rural areas
- Installed new entrance culvert on Crinan Line
- Pumped water off road at the corner of Gray Line and Graham Road. Investigated cause of backup and determined it was a damaged tile outlet. Locates ordered for upcoming repair.
- Continued with brush cleanup from March storm damage and contractor was in West Elgin to start grinding stumps left from winter tree removal.
- Install new clay backslope in ditch on Dunborough Road to prevent erosion.
- All operations staff participated in chainsaw and woodchipper training.
- The remaining winter equipment was removed from the trucks, washed, oiled, and stored.
- The roadside mowers were taken out of storage and serviced.

Utilities

- Installed a new 2" water connection and meter pit on Siver Clay Line.
- Water was turned on in the Port Glasgow Trailer Park and utilities staff assisted the new park supervisor with starting the system and repairing any leaks discovered.
- All other trailer parks were also turned on during the final weeks of April, as requested.
- The utilities supervisor investigated multiple servicing requests and reviewed contract documents for on-going projects.
- The warm weather has allowed contractors and homeowners to start many new projects, therefore utility locate requests have increased significantly.

- Meter changes, final reads and other scheduled work orders were also completed during the month.

Parks and Recreation

- Staff spent time wrapping up celebrations for Kraft Hockeyville and the parks supervisor attended multiple meetings during the month of April to assist in planning details moving forward now that West Elgin has been successful.
- Ice was removed from the arena during the first week of April and the facility received a thorough cleaning when staff could not work outdoors due to inclement weather.
- Daily cleaning activities at the Rodney Rec Centre and outdoor spaces were completed.
- Winter equipment was washed, oiled, and stored for the season.
- Park equipment including mowers and maintenance tools were taken out of storage and prepared for the upcoming season.
- Staff completed spring cleanup of sticks and debris at most park locations.

Respectfully submitted by,

Lee Gosnell, Manager of Operations & Community Services

Report Approval Details

Document Title:	Monthly Operations Update – April 2023 - 2023-16-Operations Community Services.docx
Attachments:	
Final Approval Date:	May 8, 2023

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

Heather Bouw

April 25, 2023

Municipality of West Elgin
c/o Heather Bouw, Clerk
22413 Hoskins Line
Rodney, ON N0L 2C0

Re: Road Safety Concerns – Aldborough Public School

Dear Ms. Bouw

At its meeting on April 25, 2023, Elgin County Council considered correspondence from the Municipality of West Elgin requesting that the County of Elgin address various concerns around the area of Aldborough Public School in Rodney, and passed the following resolution:

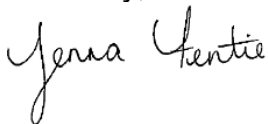
“Moved by: Councillor Leatham
Seconded by: Councillor Hentz

RESOLVED THAT staff be directed to provide a follow-up report addressing requests from the Municipality of West Elgin regarding signage needs, signage locations, and the establishment of a community safety zone in the area surrounding Aldborough Public School in the Village of Rodney.

Motion Carried.”

If you have any questions, please contact Brian Lima, General Manager of Engineering, Planning & Enterprise/Deputy CAO at blima@elgin.ca or 519-631-1460 ext. 117.

Yours truly,



Jenna Fentie
Manager of Administrative Services/Deputy Clerk

cc Brian Lima, General Manager of Engineering, Planning, & Enterprise/Deputy CAO
Peter Dutchak, Manager of Transportation Services

COUNCIL HIGHLIGHTS

TUESDAY,
APRIL 25, 2023

IN THIS ISSUE:

Education Development Charges
could be coming to the
TVDSB Region

Southwestern Public Health's
2023 Budget Focuses on
Promotion, Protection &
Prevention

Ride the Whistlestop Trail: An
Ode to Cycling, Past & Present

Tender & Contract
Awards Update

Elgin County Planning
Updates

EDUCATION DEVELOPMENT CHARGES COULD BE COMING TO THE TVDSB REGION

Ben Puzanov, Manager of Planning for the Thames Valley District School Board (TVDSB) presented Elgin County Council with information pertaining to potential Education Development Charges (EDCs) coming to the region.

Due to rapid residential growth in TVDSB's catchment area, Mr. Puzanov raised the importance of growth paying for growth. He suggested that EDCs could be a potential resource for local school boards to purchase land for new schools.

EDCs would be payable at the building permit stage by developers and/or builders of residential developments and collected by the respective local Municipality.

Over the next year, the TVDSB plans to engage with a consultant to complete a background study to present to its trustees.

For a full copy of this presentation, please access the April 25th agenda package.



SOUTHWESTERN PUBLIC HEALTH'S 2023 BUDGET FOCUSES ON PROMOTION, PROTECTION & PREVENTION

Southwestern Public Health's (SWPH) Chief Executive Officer, Cynthia St. John, began her presentation to Elgin County Council by stressing the importance of how a healthy community is a vibrant community and an economically sound community.

With their strategic direction set out for them, SWPH is working towards catching up on their programs and services post-pandemic. Ms. St. John provided Council with various statistics collected both qualitatively and anecdotally for the Elgin-St. Thomas and Oxford region on issues such as the increase in opioid use, rising teen pregnancy rates, and the high rate of substance abuse by youth.

To respond to these rising concerns, SWPH's 2023 budget will be future-focused and tailored to the unique needs of small urban and large rural communities. Their budget saw an increase of 4.5% over 2022 and encourages the need to "move the needle" on our community health status.

For a full copy of this presentation, please access the April 25th agenda package.



RIDE THE WHISTLESTOP TRAIL: AN ODE TO CYCLING, PAST & PRESENT

The Elgin County Museum, in partnership with Elgin County Tourism, Railway City Tourism, and the St. Thomas Public Library, have created a cycling event entitled "Ride the Whistlestop Trail!" at the Elgin County Heritage Centre on May 27, 2023, in support of its current exhibition: Cycling: An Unspoken History; Selections from the Rick Wolfe Collection.

Participants are invited to partake in the cycling-related fun at the Elgin County Heritage Centre. For more information about this event and to register to ride the Whistlestop Trail from St. Thomas to Port Stanley (or vice versa), please click [here](#).

TENDER & CONTRACT AWARDS UPDATE

County Council was presented two (2) tender awards and one (1) single source contract award for three project across the County. Council approved the following companies for these awards. All amounts listed below are exclusive of H.S.T.

- Hornblower Earthboring Inc. - Culvert Rehabilitations on various roads at a total price of \$1,115,300.00 inclusive of a \$50,000 contingency allowance.
- Weathertech Restoration Services Inc. - Bridge and Culvert Repairs on seventeen (17) structures at a total price of \$1,604,951.50 inclusive of a \$250,000 contingency allowance.
- D&D Trucking and Construction Service Inc. was selected to complete Granular Road Shouldering on various roads at a total price of \$502,500.00.
- Guild Electric Limited - Installation of Wavetronix Radar Intersection Detection Systems and Universal Power Supply Systems at seven (7) traffic signal-controlled intersections

ELGIN COUNTY PLANNING UPDATES

The General Manager of Engineering, Planning & Enterprise/Deputy CAO, Brian Lima, presented County Council with two (2) planning updates. The first was a creation of a No Stopping Zone on Belmont Road in Central Elgin due to receiving numerous concerns from members of the public. Council approved this to ensure sight lines are available to perform safe vehicular turning movements on Belmont Road and Borden Avenue.

The second update also pertains to the Municipality of Central Elgin and their amended Official Plan. The County of Elgin is the Approval Authority for all local Municipalities. At its April 25, 2023 meeting, County Council adopted Central Elgin's amended Official Plan.

For a copy of both of these reports, please access the April 25th agenda package.

For the complete April 25, 2023, County Council
Agenda Package, please visit the Elgin County [website](#).

EMERGENCY PREPAREDNESS



MAKE A PLAN



BUILD A KIT



BE INFORMED

EMERGENCY PREPAREDNESS WEEK

1 MONDAY

Share "Are You Ready" - Introduce
Giveaway Contest



2 TUESDAY

Build a Kit - What Items Do You
Need?

3 WEDNESDAY

Share Get Prepared
Website and Information
for Week



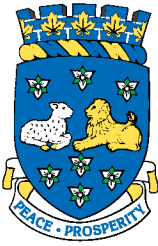
4 THURSDAY

Make a Plan - Share Examples



5 FRIDAY

Build a Kit Giveaway



April 24, 2023

Area Members of Provincial Parliament
Sent via email

Dear Area Members of Provincial Parliament:

Re: Councillor J. Erb Notice of Motion

Please be advised that the Council of the Regional Municipality of Waterloo at their regular meeting held on April 19, 2023, approved the following motion:

WHEREAS the Municipal Elections Act requires all individuals wishing to be a candidate in a municipal or school board election to file Nomination Paper - Form 1 with the municipal clerk;

AND WHEREAS the Municipal Elections Act requires all candidates who sought election to a municipal council or school board to file Financial Statement – Auditor’s Report Candidate – Form 4 with the municipal clerk;

AND WHEREAS Form 1 requires candidates to provide their qualifying address;

AND WHEREAS Form 4 requires candidates to list the name and home address of any donor contributing over \$100.00

AND WHEREAS the Municipal Elections Act specifies that these documents are not protected by the Municipal Freedom of Information and Protection of Privacy Act, and requires the municipal clerk to make Form 4 available on a website;

AND WHEREAS there has been concern expressed about those who hold public office and those who support them that they have been the subject of unnecessary attention and excessive scrutiny;

AND WHEREAS the requirement to publish the personal home address of donors to specific candidates may discourage individuals from

engaging in the democratic process to elect municipal and school board politicians.

THEREFORE, BE RESOVLED THAT the Regional Municipality of Waterloo calls on the Minister of Municipal Affairs and Housing for the Province of Ontario to protect the privacy of candidates and donors by removing the requirement for their street name, number and postal code to be listed on publicly available forms.

AND FURTHER THAT for verification purposes, the addresses of all candidates and all donors over \$100 be submitted to the municipal clerk on separate forms that are protected by the Municipal Freedom of Information and Protection of Privacy Act and will not be published.

AND FINALLY, that this resolution be forwarded to the Area Members of Provincial Parliament, the Association of Municipalities of Ontario, the Association of Municipal Clerks and Treasurers of Ontario, the Ontario Public School Boards' Association, the Ontario Catholic School Trustees' Association, and all Ontario municipalities.

Please accept this letter for information purposes only. If you have any questions or require additional information, please contact Rebekah Harris, Research/Administrative Assistant to Council, at RHarris@regionofwaterloo.ca or 519-575-4581.

Regards,



William Short

Regional Clerk/Director, Council and Administrative Services

WS/hk

cc: Association of Municipalities of Ontario
Association of Municipal Clerks and Treasurers of Ontario
Ontario Public School Boards' Association
Ontario Catholic School Trustees' Association
Ontario municipalities

April 26, 2023

Re: Item for Discussion - School Bus Stop Arm Camera

At its meeting of April 19, 2023, the Council of the Corporation of the Town of Bracebridge ratified motion 23-GC-079, regarding the Item for Discussion - School Bus Stop Arm Camera, as follows:

“WHEREAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation’s statistics the rate of vehicles failing to stop for a stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus has the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

AND WHEREAS police resources cannot be spread any thinner to enforce additional Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal AMPs program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal AMPs program;

NOW THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the Town of Bracebridge urges the Provincial Government to:

1. Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
2. Underwrite the costs for the implementation and ongoing annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Minister of Natural Resources and Forestry and MPP for Parry Sound-Muskoka Graydon Smith, Provincial opposition parties, AMO, and all municipalities in Ontario.”

1000 Taylor Court
Bracebridge, ON
P1L 1R6 Canada

In accordance with Council's direction, I am forwarding you a copy of the resolution for you reference.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,

A handwritten signature in black ink, appearing to read "Lori McDonald". The signature is stylized with a large, looped "L" and "M".

Lori McDonald
Director of Corporate Services/Clerk

THE CORPORATION OF THE TOWN OF COCHRANE

REGULAR COUNCIL

DATE:

April 11, 2023

RESOLUTION NO.:

204-2023

AGENDA ITEM NO.:

13.4

MOVED BY SUSAN NELSON

SECONDED BY DANIEL BRUNET

WHEREAS Council has received several communications regarding the historical challenge for woman in politics.

AND WHEREAS Council wishes to support the call for action by going beyond making political statements and constructively add to inspiring positive, meaningful change to this instead.

AND WHEREAS Council recognizes and is proud of the Town of Cochrane's historical and inspiring accomplishments toward this important initiative that has seen our community commit to adopting meaningful change by:

- ✓ Adopting employment equity in 2011
- ✓ Making senior positions of control and power available to woman, such as:
 - o Having the one of only of two female CAO's in the region.
 - o Having the fourteen positions in the Town Hall composed of eleven woman.
- ✓ And by having forty-three percent of it's council composed of woman.

THEREFORE BE IT RESOLVE THAT: the Council of the Corporation of the Town of Cochrane, Ontario, wishes to support the call out to recognize the challenges woman face in politics, while also recognizing the efforts made by its municipality, and all other municipalities, to meaningfully create the change being sought through leading by example.

AND THAT: the Council inspire continued meaningful change by encouraging all municipalities to first recognize (thereby validating) the positive changes they have made, while remaining diligent in continuing to make and inspire the kind of actual change that will lead to even more woman becoming actively engaged in politics.

THE CORPORATION OF THE TOWN OF COCHRANE

DECLARED THE MOTION

☒ CARRIED

☐ DEFEATED

☐ DEFERRED

☐ REFERRED TO: _____

☐ RECORDED VOTE - Requested by: _____

PETER POLITIS

Mayor (Deputy Mayor)

RECORDED VOTE	FOR	AGAINST	CONFLICT	ABSENT
France Bouvier				
Daniel Brunet				
Sylvie Charron – Lemieux				
Rodney Hoogenhoud				
Susan Nelson				
Peter Politis				
Marck Recoskie				

DECLARATION OF CONFLICT OF INTEREST

DISCLOSED HIS/HER INTEREST(S)

VACATED HIS/HER SEAT

ABSTAINED FROM DISCUSSION AND DID NOT VOTE ON THIS QUESTION.



Hon. David Piccini, MPP
Minister of the Environment
Conservation and Parks
Ministry of the Environment,
Conservation and Parks 5th Floor
777 Bay St.
Toronto, ON, M5B 2H7
VIA EMAIL:
david.piccini@pc.ola.org

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

April 26, 2023

RE: 11.1 Mayor's Updates - 11.1.1 Mayor Seeley gave an update on the upcoming spring clean-up day being the second weekend of May.

Please be advised that Township of Puslinch Council, at its meeting held on April 12, 2023 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2023-127:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That Council receive the Mayors and Council member updates for information; and

That Council direct staff to send notice to the MECP requesting that the litter on the roadside of the 401 be cleaned up in accordance with the Ministry initiative "Act on Litter Ontario"; and

That this resolution be circulated to all municipalities in Ontario.

CARRIED

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

Sincerely,

Courtenay Hoytfox
Municipal Clerk

CC: All Ontario Municipalities

On Apr 18, 2023, at 11:52, smith> wrote:

The last Council minutes I was excited to read that Council would form a committee for the Town Hall to review and discuss different options and for the public to sit on the committee.

I understand there will be 2 Councilors, 2 Municipal Staff and 2 people from the public. In all fairness, that is 4 people from the municipality and only 2 from the public. I do feel that there should be more input from the public.

Having only two people from our municipality on the committee is very limiting. I feel there should be at least 10 people (more from the public) on the committee to offer more opinions, ideas and options.

Thanking your for your time and consideration in this matter.

Ann Smith

From: Mulholland, Leah (MEDJCT) <Leah.Mulholland@ontario.ca>
Sent: Monday, May 1, 2023 10:10 AM
To: Mulholland, Leah (MEDJCT) <Leah.Mulholland@ontario.ca>
Subject: Strengthening Ontario's Competitiveness for Future Investments

Dear Mayors, Members of Council and other Municipal partners,

On behalf of Minister Victor Fedeli, Ontario's Minister of Economic Development, Job Creation & Trade, we want to inform you that we have created a streamlined process to gather necessary information on any available land in your jurisdictions for future investments.

Since 2018, we've attracted billions of dollars in strategic investments. In order to keep the momentum going, we need to have suitable land to showcase to prospects. As such, we have created a streamlined process to gather necessary information to create an inventory of land across the province.

At this time, we're requesting the attached templates be filled out and sent to our office for review. We kindly ask that you send all the relevant details of the land/site directly to: Jean Abou-Saab (Director) – Jean.Abou-Saab@ontario.ca.

Thank you,
Leah

Leah Mulholland | Director of Issues
Office of the Honourable Victor Fedeli
Ministry of Economic Development, Job Creation and Trade
M: (647) 537-8629
Leah.Mulholland@ontario.ca

Site Information	
Ownership Information	
Owner/Broker	
Location	
Municipal Address	
Municipality	
Land details	
Purchase Price (if available)	
Land Size	
Current Zoning	
Does zoning allow for:	
manufacturing? (Y/N)	
outdoor storage? (Y/N)	
Are there existing buildings on site? (Y/N)	
If yes, please indicate size of the building and additional details	
Surrounding Uses	
Closest Residential Zone (metres)	
Closests Agricultural Zone (metres)	
Utilities	
Municipally Serviced Water	
Serviced? (Y/N)	
if no, is it serviceable within 6-18 months?	
Location of servicing from the lot line	
Service capacity (i.e. size of pipe, water volume)	
Description of water source(s)	
Municipally Serviced Wastewater / Sewer	
Serviced? (Y/N)	
if no, is it serviceable within 6-18 months?	
Location of servicing from the lot line	
Service capacity (i.e. size of pipe, etc.)	
Electricity	
Provider name	
Serviced? (Y/N)	
if no, is it serviceable within 6-18 months?	
Location of servicing from the lot line	
Redundant power supply available? (Y/N)	
Description of redundant power supply (if available)	
Service capacity (MW) and line voltage	
Natural Gas	
Provider name	
Serviced? (Y/N)	
if no, is it serviceable within 6-18 months?	
Location of servicing from the lot line	
Service capacity (i.e. size of pipe, pressure, supply)	
Telecommunications	
Service Type (i.e. fibre, copper, etc.)	
Serviced? (Y/N)	
if no, is it serviceable within 6-18 months?	
Transportation Access	
Highway Access	
Distance to 400 series highway (km)	
Highway Name/#	
Road Access	
Does the site have direct access via local roads? (Y/N)	
Rail	
Existing Rail Spur on Site? (Y/N)	
Rail Spur Potential? (Y/N)	
Development Constraints	
Environmental Constraints	
Describe known environmental constraints for the site (if any)	
Are there any environmental requirements prior to development? (i.e. environmental studies, species at risk, etc?). List all that apply.	
Community Incentives	
Community Incentive Programs	
Outline community incentive programs and supports; including any that assist to fast track the development timing and/or municipal permitting horizon (if available/applicable).	



Site Name/Address, Municipality

Property Highlights	
Ownership	Ex. Private or City of xxxx
Size (acres)	Ex. 30 acres
Price	Ex. \$500,000/acre or TDB
Utility Services	Electricity: Ex. 230kV Tx lines within 2km Natural Gas: Ex. 250mm pipe adjacent to site Water: Ex. 200mm watermain adjacent to site Wastewater: Ex. 375mm trunk sewers
Zoning	Ex. M1 Industrial
Distance to major highway	Ex. 2km to Hwy 401
Distance to rail	Ex. Rail adjacent to site
Distance to Border	Ex. 30km to Niagara Falls US Border to NY
Site Features	Ex. Free of environmental constraints, proximity to College/University, proximity to airport, etc...
Municipal Incentives	Ex. Zero development charges

insert aerial with parcel boundary identified,
and utilities if available

From: Murray Costello <Murray.Costello@enbridge.com>

Sent: Tuesday, May 2, 2023 10:43 AM

To: Richard Leatham <rleatham@westelgin.net>; Magda Badura <mbadura@westelgin.net>; Lee Gosnell <lgosnell@westelgin.net>

Subject: Enbridge Letter Regarding Third-party Locate Charge

Greetings Deputy Mayor Leatham and Members of Council,

We are writing today as we've heard from many of you regarding the introduction of a locate charge (which is currently on pause).

Attached please find a letter that provides some context and background regarding our approach.

Please reach out should you have any questions.

With thanks,

Murray Costello, P.Eng.
Director, Southwest Region Operations

ENBRIDGE GAS INC.
TEL: 519-885-7425 | CELL: 819-635-3984 |
murray.costello@enbridge.com
603 Kumpf Drive, Waterloo, ON N2V 1K3
enbridge.com
Safety. Integrity. Respect. Inclusion.

May 2, 2023

Your Worship and Members of Council,

We are writing today as we've heard from many of you regarding the introduction of a locate charge, and we'd would like to provide some context and background regarding our approach. We are also seeing a lot of misinformation circulate, resulting in misunderstanding, and we'd like to correct the record.

We, along with **all** underground infrastructure owners, are required to comply with the recently released regulations related to locate delivery ([Bill 93](#)). In order to recover our compliance costs and protect the interests of our customers, we introduced a locate charge for **third party and for-profit locate requestors**. We want to reassure you that locates for private property owners and existing natural gas customers **remain at no charge**.

As we shared, the third-party locate charge is currently on pause as we continue to explore pathways and consult with our stakeholders and industry partners, including a phased approach focused on the adoption of a dedicated locator model for large infrastructure owners. Within a dedicated locator model, large excavators hire their own locators trained by infrastructure owners to locate all underground utilities on their projects, which leads to significant efficiencies in locate delivery.

In addition, misinformation is circulating that Enbridge Gas operates its infrastructure in municipal right of ways at no cost – **and this is simply not true**. Enbridge pays more than \$135 million in annual municipal taxes based upon the infrastructure we operate. We also pay additional fees where required when we install new pipe or initiate work to maintain existing assets. We deliver natural gas service to approximately 3.9 million customers in 313 municipalities across Ontario, through a network of 154,000 kilometers of pipeline. We complete approximately 1.2 million locate requests annually. And, in 2023, we will invest \$550 million to maintain and add customers to our natural gas system. We are a proud contributor to the communities in which we operate, and our commitment to the safe, reliable delivery of natural gas underpins everything we do.

We encourage you to call upon the Government of Ontario to enact a dedicated locator model for large infrastructure owners, and to support a phased approach to regulation adoption.

Please reach out should you have any questions.

Sincerely,



Murray Costello, P.Eng.
Director, Southwest Region Operations

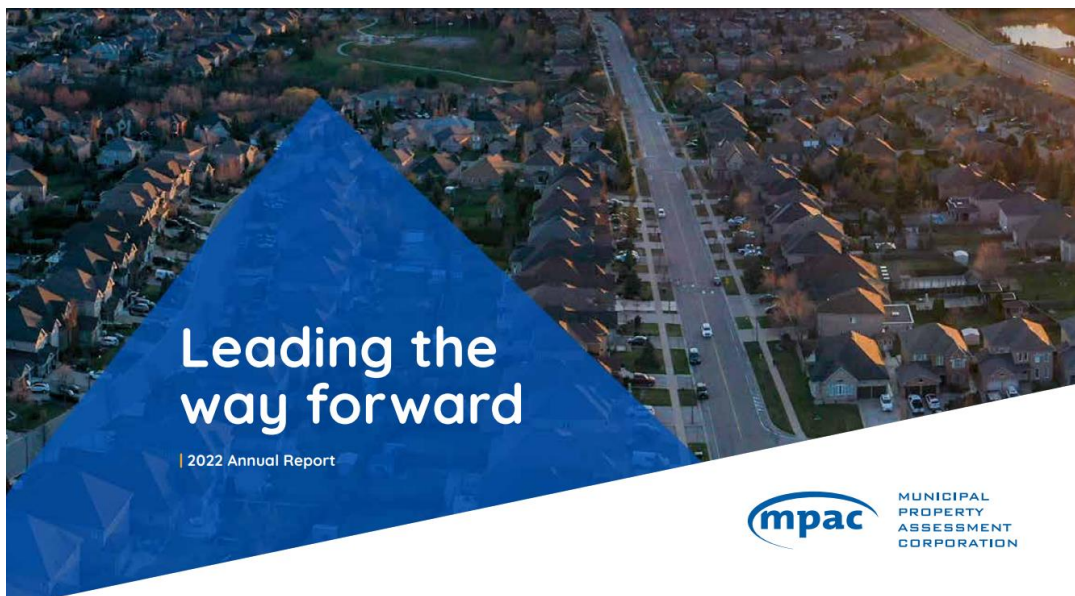
ENBRIDGE GAS INC.
TEL: 519-885-7425 | CELL: 819-635-3984 |
murray.costello@enbridge.com
603 Kumpf Drive, Waterloo, ON N2J 4A4



Mike McGivern
Director, Distribution Protection

ENBRIDGE GAS INC.
TEL: 416-758-4330 | CELL: 416-434-7920 |
michael.mcgivern@enbridge.com
500 Consumers Road, North York, Ontario M2J 1P8

CC: Hon. Todd Smith, Minister of Energy
Hon. Kaleed Rasheed, Minister of Public and Business Service Delivery
Colin Best, President, Association of Municipalities of Ontario



Good morning Jana,

MPAC is proud to share three documents with you today. The first document is our [Annual Report](#). This year, MPAC focused on supporting our municipal partners, stakeholders and the people of Ontario. Innovation, ongoing data readiness initiatives and public education campaigns have prepared us to lead the way as Ontario's property market experts.

Through our ongoing efforts, we were also able to maintain a 0% increase to the total municipal levy for the third year in a row, while continuously capturing new assessment and showcasing our commitment to elevating the municipal experience.

You will also find included MPAC's Financial Statements for the year ended December 31, 2022. This is being provided as an addendum to the Annual Report above. If you have any questions, please contact Mary Meffe, Vice-President, Corporate and Information Services and Chief Financial Officer at mary.meffe@mpac.ca.

The third document is our second annual [Performance Report](#). MPAC is committed to further enhancing our accountability and transparency. This document provides a wealth of statistics on how well we are meeting our goals on areas such as capturing new assessment, the proportion of property assessments that are accepted without going to appeal, Customer Contact Centre satisfaction and many more.

Should you have any questions regarding the reports, please do not hesitate to contact me.

Yours truly,

Alan Spacek
Chair, MPAC Board of Directors

Copy Nicole McNeill, President & CAO
Mary Meffe, VP Corporate and Information Services & CFO

News

May 8, 2023

Southwestern Public Health pauses COVID-19 data dashboard; will transition to respiratory virus report this fall

More than 190,000 annual visits to COVID-19 dashboard underscores desire for local data

Since 2020, Southwestern Public Health has published a [COVID-19 data dashboard](#) to inform residents of local cases, hospitalizations, outbreaks, intensive care admissions, and deaths resulting from COVID-19. More than 190,000 unique visitors visited the dashboard annually.

Recent changes to provincial data collection and limited testing eligibility have impacted the statistical credibility of the current dashboard. As a result, Southwestern Public Health will pause the COVID-19 dashboard reporting as of Tuesday May 9, 2023.

“What began as a method to compile and report case data became an important tool for local residents to assess COVID-19 risks,” says Carolyn Richards, Program Manager for the Foundational Standards planning and epidemiology team. “A key function of public health is to report local health data – and that data needs to be reliable and relevant. We revised our reporting several times during the pandemic to adapt to changing data sources. We now have fewer data sources available, so a pause is needed.”

During this pause the health unit’s epidemiologists will conduct a thorough review of data sources for COVID-19 and other respiratory illnesses, including influenza. The health unit plans to relaunch the dashboard as a respiratory virus dashboard in early fall to align with provincial surveillance plans for respiratory virus reporting.

“We see such value in connecting local residents with data that informs them of health risks, especially as we plan for how to communicate other respiratory risks in fall and winter,” says Richards.

Wastewater surveillance data for COVID-19 continues to be available for the wider Southwestern Ontario region through [Public Health Ontario](#). Ongoing updates to COVID-19 and influenza activity by health unit is also available through [Public Health Ontario](#).

About Southwestern Public Health

[Southwestern Public Health](#) works with its partners to ensure the health of the whole community. Our programs respond to public health emergencies; promote healthy lifestyles; help prevent injuries, illness, and disease in the community; and promote positive change and social conditions that improve

health. Southwestern Public Health delivers mandated programs under the [Ontario Public Health Standards](#) and is regulated by the [Ontario Health Protection and Promotion Act](#). The health unit maintains primary locations in Woodstock and St. Thomas. For more information, visit www.swpublichealth.ca.

Contact

Natalie Rowe
Communications | Southwestern Public Health
519-535-1478
communications@swpublichealth.ca

**Notice of Request for Drain
Major Improvement
Drainage Act, R.S.O.
1990, c. D.17, subs. 78 (1.1)**

To: The Council of the Corporation of the Municipality of West Elgin

Re: Lamont Drain

(Name of Drain)

In accordance with section 78 (1.1) of the *Drainage Act*, take notice that I, as owner of land affected, request that the above mentioned drain be improved.

The Major Improvement Project work being requested is (check all appropriate boxes):

- ☐ Changing the course of the drainage works;
- ☒ Making a new outlet for the whole or any part of the drainage works;
- ☐ Constructing a tile drain under the bed of the whole or any part of the drainage works;
- ☐ Constructing, reconstructing or extending bridges or culverts;
- ☐ Extending the drainage works to an outlet;
- ☒ Improving or altering the drainage works if the drainage works is located on more than one property;
- ☐ Covering all or part of the drainage works;
- ☐ Consolidating two or more drainage works; and/or
- ☐ Any other activity to improve the drainage works, other than an activity prescribed by the Minister as a minor improvement.

Provide a more specific description of the proposed drain major improvement you are requesting:

To provide better roadside drainage to facilitate reconstruction of Blacks Road

Property Owners

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description

Blacks Road and McLean Line

Ward or Geographic Township

Aldborough

Parcel Roll Number

Municipal road allowance

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner of the property may request a drain improvement.

Ownership

Corporation

If you need to provide additional information, please attach along with this form.

Corporation (The individual with authority to bind the corporation must sign the form)

Name of Signing Officer (Last, First Name) (Type/Print)

Gosnell , Lee

Position Title

Manager of operations

Name of Corporation

Corporation of The Municipality of West Elgin

I have the authority to bind the Corporation.

Signature

Lee Gosnell

Date (yyyy/mm/dd)

2023/04/26

Enter the mailing address and primary contact information of property owner below:

Last Name

Gosnell

First Name

Lee

Middle Initial

Mailing Address

Unit Number

Street/Road Number

22413

Street/Road Name

Hoskins Line

PO Box

City/Town

Rodney

Province

On.

Postal Code

N0L 2C0

Telephone Number

519-785-0560

Cell Phone Number (Optional)

Email Address (Optional)

To be completed by recipient municipality:

Notice filed this 26th day of April 20 23

Name of Clerk (Last, First Name)

Bouw, Heather

Signature of Clerk

[Signature]



Staff Report

Report To: Council Meeting
From: Robert Brown, Planner
Date: 2023-04-26
Subject: Severance Application E24-23 – Recommendation Report
(Planning Report 2023-19)

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application. File E-24-23 – Comments to Elgin County (Planning Report 2023-019);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E24-23, subject to the Lower-Tier Municipality conditions in Appendix Two of this report;

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

Purpose:

The purpose of this Report is to provide Council with recommendations related to authorizing municipal comments to the County of Elgin regarding County of Elgin Severance Application E24-23, as Elgin County is the planning approval authority for severances.

The purpose of the application is to facilitate lot creation for an existing dwelling which is surplus to the farming operations of the prospective purchaser at 25785 McMurphy Line. A draft outline of the proposed lot is attached as Appendix One.

Background:

Below is background information, in a summary chart:

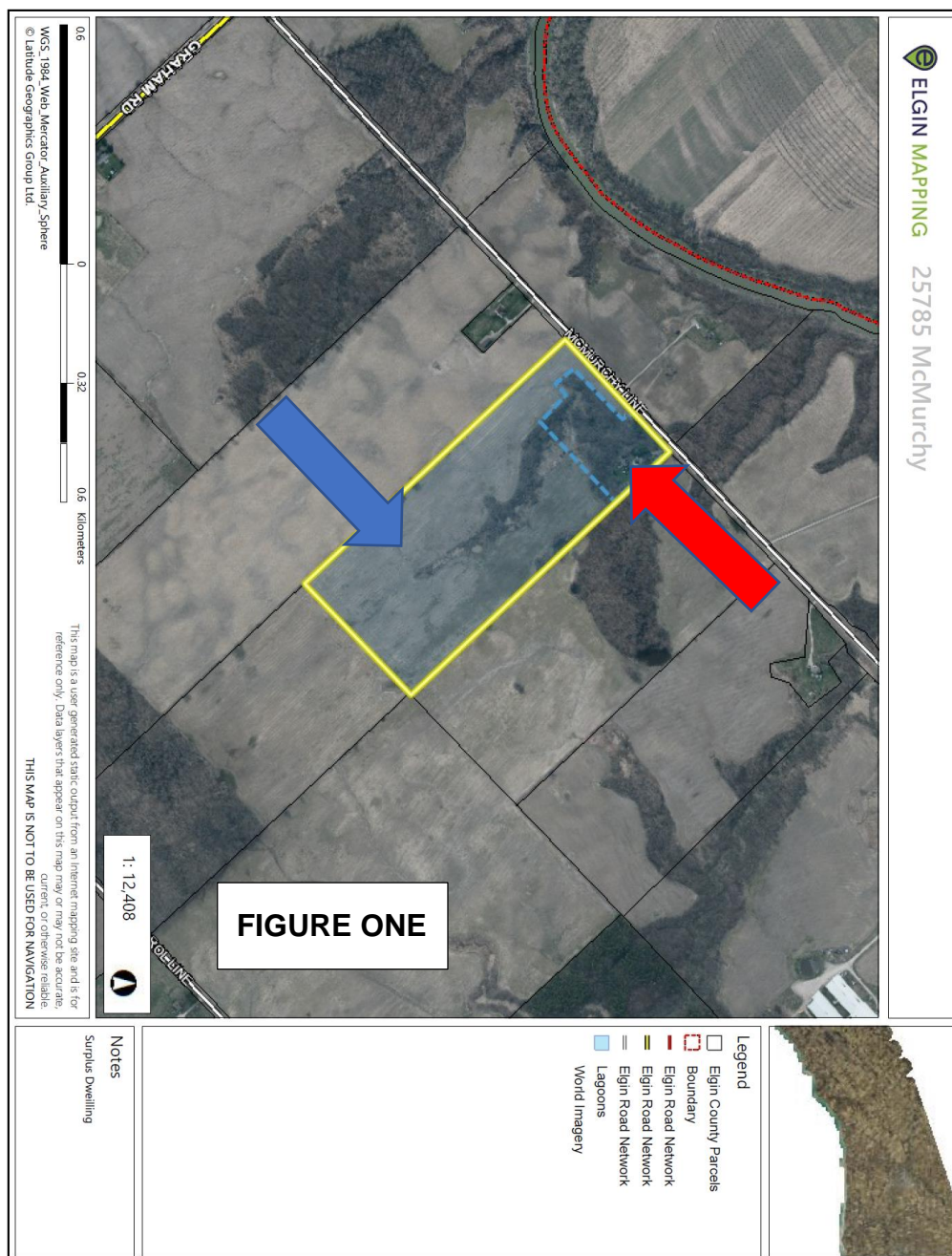
Application	E24-23
Owner	Anne Marie Johnson
Applicant/Purchaser	Adam McCallum
Legal Description	Part Lot of 23, Concession A ED
Civic Address	25785 McMurphy Line
Entrance Access	McMurphy Line
Services	Private on-site well & septic system
Existing Land Area	20.55 ha (50.78 ac.)

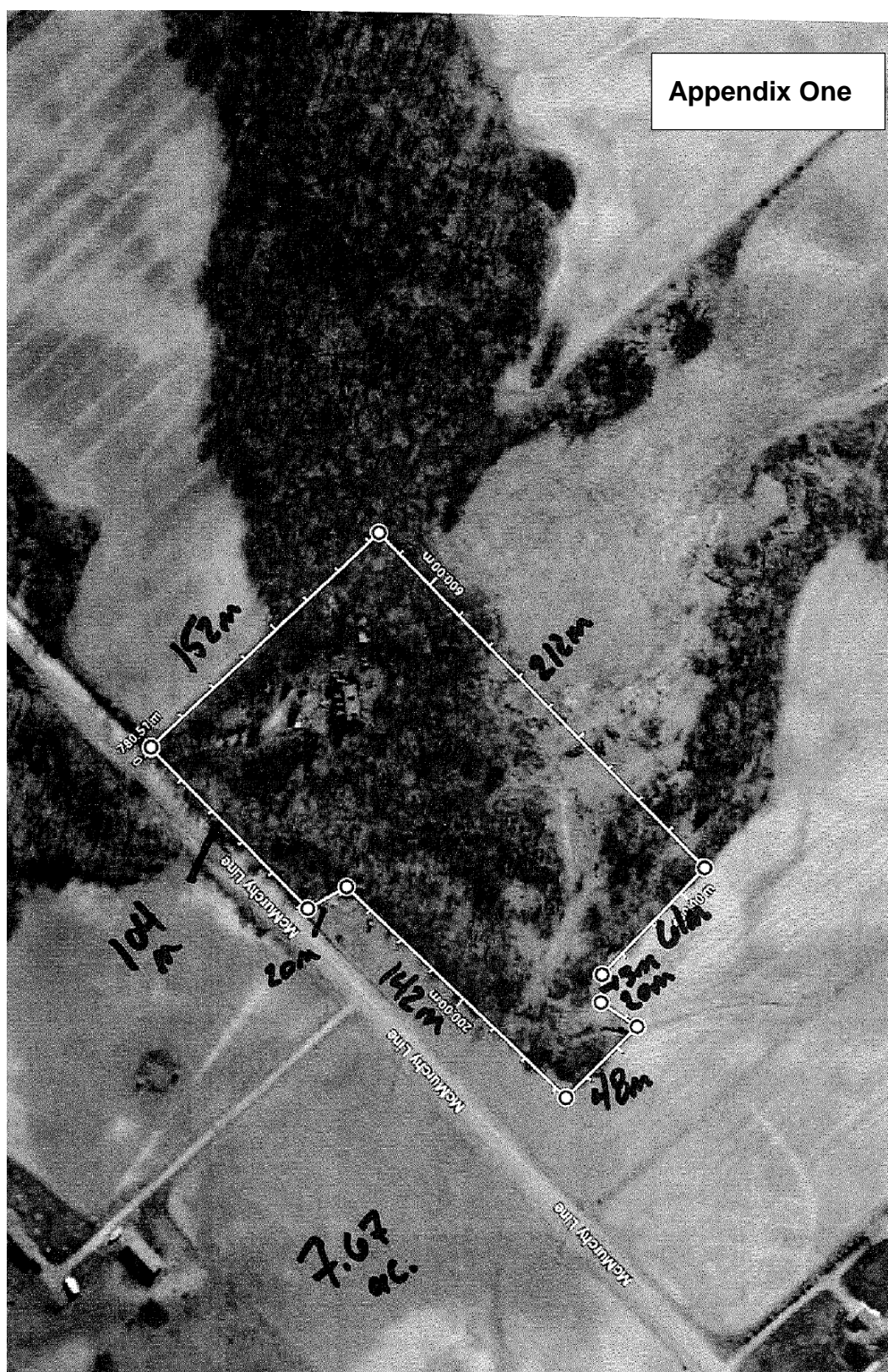
Below is the detailed dimensions and land areas of the application, in a chart:

Application	Severed Parcel (RED)			Retained Parcel (BLUE)		
	Frontage	Depth	Area	Frontage	Depth	Area
E24-23	104 m (341.2 ft.)	159 m (521.6 ft.)	3.1 ha (7.67 ac)	191 m (626.6 ft.)	686 m (2,250 ft.)	17.45 ha (43.11 ac.)

The Public Hearing is scheduled for May 24, 2023, at the Elgin County Land Division Committee Meeting.

Figure One below, depicts the subject parcel of land.





Financial Implications:

None. Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended from time to time. The severance may result in a minimal increase in assessment.

Policies/Legislation:

Planning authorities must have regard to matters of Provincial interest, the criteria of the *Planning Act*, be consistent with the Provincial Policy Statement (PPS) and does not conflict with Provincial Plans. Within the Municipality of West Elgin, they must also make decisions that conform to the County of Elgin Official Plan (CEOP) and Municipality of West Elgin Official Plan (OP) and make decisions that represent good land use planning.

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

PPS:

Lot creation in agricultural areas is permitted for a residence surplus to a farming operation because of farm consolidation, provided that the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and the planning authority created by the severance, in accordance with Section 2.3.4.1(c) of the PPS.

Comment: The proposed lot is larger than most surplus dwelling lots however, it does not include any actively farmed land and is trying to include the majority of wooded area to preserve it as is. The prospective purchaser does not need or want to include the wooded area or most of the ravine. The owner utilizes the wooded area for firewood and replants any trees used for that purpose in order to sustain the area.

New land uses, including the creation of lots and new or expanding livestock facilities shall comply with the minimum distance separation formulae, in accordance with Section 2.3.3.3 of the PPS. There are livestock facilities within approximately 950 m of the proposed lot. However, severance of the existing dwelling will not impact on the livestock operations.

The property does contain a wooded area where the existing dwelling and outbuildings are located. The majority of this area is included as the proposed severed parcel. The remaining area will stay with the farm and is generally located in or along the ravine and not actively farmed. As such, the proposal is consistent with the PPS.

CEOP:

The subject lands are designated Agricultural Area on Schedule 'A' Land Use in the CEOP. A small portion of the proposed severed and retained parcel are within Woodlands as indicated on Appendix #1 Natural Heritage Features and Areas in the CEOP.

Section E1.2.3.4 b) of the CEOP permits the creation of new lots provided the local Official Plan supports their creation and if the lot is to be created to accommodate a habitable residence that has become surplus to a farming operation as a result of a farm consolidation provided that the

development of a new residential use is prohibited on any retained parcel of farmland created by the consent to sever. The residence to be severed is habitable and is surplus to the prospective purchaser's farming operations. The residence is serviced by a private water well and private individual on-site septic system.

No new development is proposed within the natural heritage feature (Section D1.2). Therefore, this proposal conforms to the CEOP.

OP:

The subject lands are designated as Agricultural, as shown on Rural Area Land Use and Transportation Schedule 'E' of the OP. Although the property does contain a wooded area only a small portion of the lands are shown as wooded area as indicated on Schedule 'B' on Map 2. The intent of including the bulk of the wooded area with the proposed lot is in part an effort to continue to preserve and protect this area.

Section 6.2.9 policies of the OP, state that the creation of a lot for the purposes of disposing of a dwelling considered surplus as a result of farm consolidation, being the acquisition of additional farm parcels to be operated as one farm operation, shall be considered in accordance with the following:

- a) The dwelling considered surplus has been in existence for at least 10 years;
- b) The dwelling is structurally sound and suitable, or potentially made suitable, for human occupancy;
- c) No new or additional dwelling is permitted in the future on the remnant parcel which shall be ensured through an amendment to the Zoning By-law;
- d) Compliance with MDS I with respect to any livestock building, structure, or manure storage facility on the remnant parcel;
- e) Minimizing the loss of productive farmland; and
- f) Deteriorated derelict abandoned farm buildings (including farm buildings and structures with limited future use potential) are demolished and the lands rehabilitated.

Administration advises that:

- The applicant has demonstrated that the residence is surplus to the prospective purchaser's farming operation and the dwelling has been in existence greater than ten years and is structurally sound and suitable for human occupation;
- A zoning by-law amendment to prohibit a new or additional dwelling on the proposed retained parcel is required as a condition of severance;
- There is a livestock operation within approximately 950 m of the proposed lot however there is no impact to the proposed lot or neighbouring livestock operation;
- The proposed severed parcel attempts to exclude productive farmland and only include the treed area and the existing built area within the wooded area; and
- There are no farm buildings that are deteriorated, derelict or abandoned for consideration of removal.

No additional development is proposed within the natural heritage feature on the property.

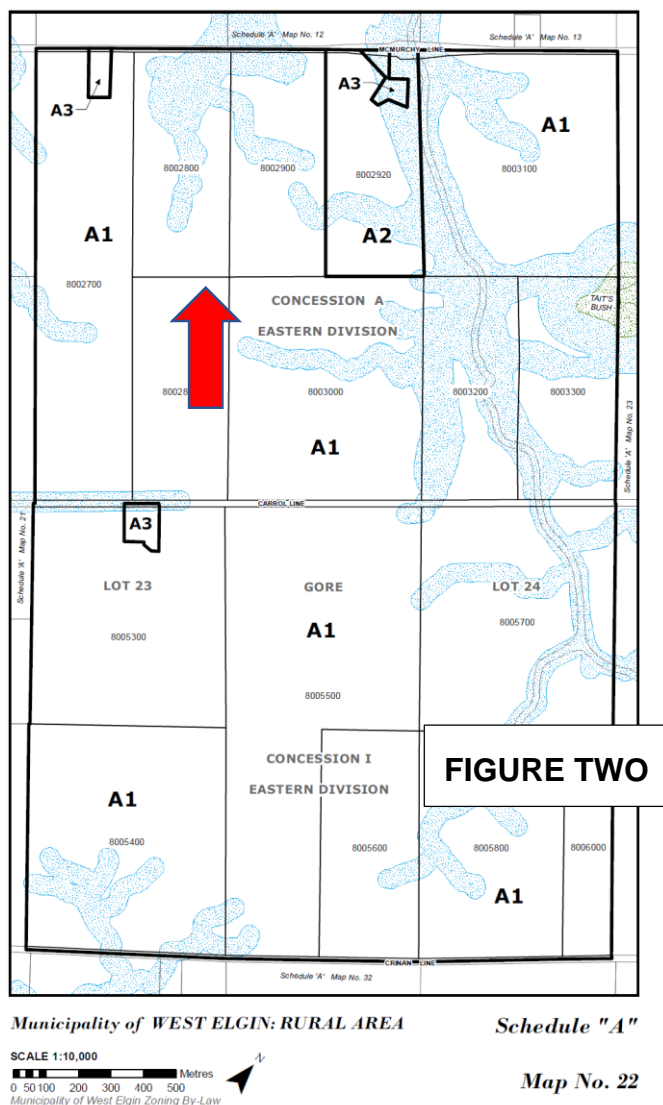
Lot creation policies under Section 10.4.1 of the OP, allow for severance (consent) applications to be the method utilized since no infrastructure is warranted with this proposed development and is in compliance with the criteria of Section 51(24) of the *Planning Act*. Therefore, this proposal conforms to the OP.

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

The subject lands are zoned General Agricultural (A1) on Schedule A, Map 22 of the ZBL, as depicted in Figure Two below. The blue hatch pattern on the mapping represents LTVCA regulated area. Permitted uses within the General Agricultural (A1) Zone include single unit dwellings. The minimum lot area and lot frontage requirements of the General Agricultural (A1) Zone are 20.2 hectares and 300 m respectively.

The proposed severed parcel area is 3.1 ha (7.67 ac.), with a lot frontage of 104 m (341.2 feet); and would need to be rezoned to implement the proposed lot creation, by rezoning it to the Restricted Agricultural (A3) Zone, as a condition of approval. The Restricted Agricultural Zone (A3) Zone has a minimum lot area of 4,000 sq. m and a minimum lot frontage of 30 m. The proposed retained parcel would also need to be rezoned to Agricultural (A2) Zone, to permit agricultural uses and prohibit new dwellings.

Provided a Zoning By-law Amendment is obtained for the severed and retained parcels, as a condition of the consent application, the proposal will comply with the Zoning by-law.



Interdepartmental Comments:

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

Drainage:

- The subject lands are within a municipal drainage area and will require reapportionment.

Planning Staff notes that this will be addressed as condition of approval for reassessment process.

Public Works:

- If any entrance modifications are needed, an entrance permit would be required.

Building Dept:

- A septic system inspection and water well test will need to be completed as a condition of the severance.

A satisfactory water well test was completed and included with the application. The septic system has been assessed and reviewed by the Building Department.

No other comments or concerns were received from Administration.

Summary:

Therefore, it is Planning Staff's opinion that the proposed surplus farm dwelling lot creation consent, is consistent with the PPS, conforms to the CEOP and conforms to the OP, complies with the ZBL (subject to prohibition of future dwellings on the retained parcel); and that Council recommends to the County of Elgin that the consent be approved, subject to the lower-tier municipal conditions listed in this report. (Appendix B)

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

Respectfully submitted by,



Robert Brown, H. Ba, MCIP, RPP
Planner

Report Approval Details

Document Title:	Severance Application E24-23 - Comments to Elgin County - Recommendation Report - 2023-19-Planning.docx
Attachments:	<ul style="list-style-type: none">- Appendix One - Lot Outline.pdf- Planning Report 2023-019 Appendix Two - Comments to the County of Elgin.pdf
Final Approval Date:	May 4, 2023

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

Heather Bouw

Planning Report 2023-19: Severance Report E24-23 –
Comments to the County of Elgin

Appendix Two: Severance Application E24-23 Conditions

Severance Application E24-23 Conditions:

1. That the Applicant meet all the requirements, financial and otherwise of the Municipality, to the satisfaction and clearance of the Municipality.
2. That the Applicant provides a description of the lands to be severed which can be registered in the Land Registry Office, to the satisfaction and clearance of the Municipality.
3. That the Applicant's Solicitor provides an undertaking to the Municipality, to provide a copy of the registered deed for the severed parcel once the transaction has occurred to the Municipality.
4. That the Applicant successfully apply to the Municipality for a Zoning By-law Amendment for the severed and retained parcels and having such rezoning of the Zoning By-law come into full force and effect pursuant to the Planning Act, to the satisfaction and clearance of the Municipality.
5. That the severed and retained lands are transferred to the prospective purchaser Adam McCallum as outlined in the purchase agreement.
6. That the Applicant have a septic system assessment be completed by a qualified individual, on the proposed severed parcel to ensure that the lands are suitable for a privately owned and operated septic system, to the satisfaction and clearance of the Municipality.
7. That the Applicant have a drainage reapportionment completed (if required) pursuant to the *Drainage Act*, to the satisfaction and clearance of the Municipality.
8. That prior the final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
9. That all conditions noted above shall be fulfilled within two years of the Notice of Decision, so that the County of Elgin is authorized to issue the Certificate of Consent pursuant to Section 53(42) of the *Planning Act*.



Staff Report

Report To: Council Meeting
From: Magda Badura, CAO/Treasurer
Date: 2023-05-11
Subject: 2023 Old Town Hall Insurance Premiums

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer and That West Elgin Council chooses one of the following options:

Option 1

Amend coverage to an Actual Cash Value basis of settlement of \$1,205,800, subject to a minimum \$10,000 deductible (limit estimated by the risk management services), which will increase the annual premium by an additional \$11,530.

Option 2:

Amend coverage to Demolition and Debris Removal Endorsement for a limit of \$136,500 subject to a minimum \$10,000 deductible (limit estimated by the risk management services) = \$ 2,152 Annual Return Premium

Background:

Insurance premiums for a building can change when the building is vacant because the risks associated with a vacant building are different from those associated with an occupied building. When a building is vacant, it is more vulnerable to risks such as vandalism, theft, and damage from natural disasters like fires or water damage. There is also a higher risk of undetected damage, as there are no occupants to notice or report any problems that may arise.

On April 15, 2023 the insurance company was notified of the vacant building and therefore an increase in premiums for a vacant building was presented to staff with two options to choose from.

Financial Implications:

Cost of additional premium was not included in 2023 Budget. If Option #1 is selected the estimated amount of \$11,500.00 will need to be transferred from Building Reserves.

Policies/Legislation:

Respectfully submitted by,

Magda Badura, CAO/Treasurer

Report Approval Details

Document Title:	2023 Old Town Hall Insurance Premiums - 2023-22- Administration/ Finance.docx
Attachments:	
Final Approval Date:	May 8, 2023

This report was approved and signed as outlined below:

Heather Bouw



Staff Report

Report To: Council Meeting

From: Magda Badura, CAO/Treasurer

Date: 2023-05-11

Subject: 2023 Old Town Hall Insurance Premiums

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: 2023 Old Town Hall Insurance Premiums for information; and

That Council approves amending insurance coverage for the Old Town Hall by approving Option # _____.

Background:

Insurance premiums for a building can change when the building is vacant because the risks associated with a vacant building are different from those associated with an occupied building. When a building is vacant, it is more vulnerable to risks such as vandalism, theft, and damage from natural disasters like fires or water damage. There is also a higher risk of undetected damage, as there are no occupants to notice or report any problems that may arise.

On April 15, 2023 the insurance company was notified of the vacant building and therefore an increase in premiums for a vacant building was presented to staff with two options to choose from.

Options

Option #1

Amend coverage to an Actual Cash Value basis of settlement of \$1,205,800, subject to a minimum \$10,000 deductible (limit estimated by the risk management services), which will increase the annual premium by an additional \$11,530.

Option #2:

Amend coverage to Demolition and Debris Removal Endorsement for a limit of \$136,500 subject to a minimum \$10,000 deductible (limit estimated by the risk management services) = \$ 2,152 Annual Return Premium

Financial Implications:

Cost of additional premium was not included in 2023 Budget. If Option #1 is selected the estimated amount of \$11,500.00 will need to be transferred from Building Reserves.

Policies/Legislation:

Respectfully submitted by,

Magda Badura, CAO/Treasurer

Report Approval Details

Document Title:	2023 Old Town Hall Insurance Premiums - 2023-22- Administration/ Finance.docx
Attachments:	
Final Approval Date:	May 8, 2023

This report was approved and signed as outlined below:

Heather Bouw



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

February 8, 2023, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Present:
Duncan McPhail
Ken Loveland
Jim Hathaway - Electronic
Terry Weed

Regrets:
Bill Denning

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

1. Call to Order

Recording Secretary Brittany Jessome called the meeting to order at 9:01 a.m.

2. Election of Chair and Vice Chair

Recording Secretary Brittany Jessome called for nominations for the position of Chair. Duncan McPhail nominated Ken Loveland, who agreed to stand for the position, the nomination was seconded by Jim Hathaway. Recording Secretary proceeded to call two more times for nominations, and none were brought forward.

Recording Secretary Brittany Jessome called for nominations for the position of Vice Chair. Ken Loveland nominated Duncan McPhail, who agreed to stand for

the position, the nomination was seconded by Terry Weed. Recording Secretary proceeded to call two more times for nominations, and none were brought forward.

3. Code of Conduct

Recording Secretary Brittany Jessome reviewed that each member of the Board is governed by the attached Code of Conduct, unless otherwise governed under a similar Council Code of Conduct.

4. Committee and Board Orientation

Recording Secretary Brittany Jessome reviewed the Committee and Board Orientation Manual with the members of the Board. Members were reminded that when acting as the Board they are governed by the *Municipal Conflict of Interest Act*.

5. Adoption of Agenda

Moved: Jim Hathaway

Seconded: Terry Weed

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

Carried

6. Disclosure of Pecuniary Interest

No disclosures

7. Minutes

Moved: Duncan McPhail

Seconded: Terry Weed

That West Elgin Community Centre Board of Management Committee adopt the minutes of January 11, 2023 as circulated and printed.

Carried

8. Business Arising From Minutes

Ken Loveland updated the Board that Dutton Dunwich Council approved the 2023 Operating and Capital Budget at their last Council Meeting.

9. New Business

9.1 Skating Club Update

Jim Hathaway informed that there is no significant update for the Skating Club. He will be attending a meeting this month and will provide updates if necessary.

9.2 Minor Hockey Update

Terry Weed informed the Board that OMHA decided to keep West Lorne Minor Hockey as Rep Status until the 2025-2026 season, which allows the group to continue to grow their registration numbers.

Playoffs will be starting soon and are scheduled until April 8th. He has requested an additional 4 days of ice time in April to allow for practice prior to the final tournament on Easter weekend. He will try to make it possible to hold tryouts for the U18's division during this extra ice time to help with the cost of keeping the ice in.

10. Staff Operations Update

Lee Gosnell, Manager of Operations and Community Services, provided that there are no issues to report at this time. He updated that West Elgin Council approved the 2023 Fees and Charges By-Law allowing for the new Arena fees to take place in the 2023-2024 season beginning in September.

He notified the Board that Penney's Plumbing will not be continuing their advertisement on the Zamboni and asked the Board to consider opportunities with local businesses to fill the vacancy.

11. Adjournment

Moved: Jim Hathaway

Seconded: Terry Weed

That the West Elgin Community Centre Board of Management hereby adjourn at 9:13 a.m. to meet again on March 8, 2023 at 9:00 a.m.

Carried

Ken Loveland, Chair

Brittany Jessome, Recording
Secretary



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

March 22, 2023, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Present: Ken Loveland
Jim Hathaway
Bill Denning
Richard Leatham

Regrets: Terry Weed

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

Also Present: Jessica Small, West Lorne Minor Hockey

1. Call to Order

Chair K. Loveland called the meeting to order at 9:01 a.m.

2. Adoption of Agenda

Moved: Jim Hathaway

Seconded: Richard Leatham

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

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

Moved: Jim Hathaway

Seconded: Bill Denning

That West Elgin Community Centre Board of Management Committee adopt the minutes of February 08, 2023 as circulated and printed.

Carried

5. Financials

Moved: Bill Denning

Seconded: Jim Hathaway

That the West Elgin Community Centre Board of Management hereby receives the Financials as of February 28, 2023.

Carried

6. New Business

6.1 Skating Club Update

Jim Hathaway reported that activities with the skating club have been running smooth. They are finished March 29, 2023 and expressed they have done quite well this year.

6.2 Minor Hockey Update

Jessica Small reported the U11 Rep team has made it to the OMHA Finals. U9 and U18 are still playing, and the remaining teams are either finishing their season or have finished. They are working on opening registration for next season as soon as possible. Their Annual General Meeting is upcoming on April 12, 2023, and they are hosting a Year End Award Ceremony on April 29, 2023. Their current efforts have been focused on the Kraft Hockeyville competition.

6.3 Kraft Hockeyville

Jessica Small reported that herself and Maryjo Tait are leading the project, but have many community volunteers and members from the West Lorne

Minor Hockey Association who are assisting in the project. They are solidifying plans for voting day and will have those results very soon. They have been able to secure considerable social media traction, including CTV London, Mike Stubbs, Breakfast Television, Strathroy Today, CFPL, St. Thomas Journal, AM 980, FM 96, and Blackburn 98.1. Press kits will be sent out soon and they have connected with many other local Municipalities, including Lucan who won Kraft Hockeyville in 2018. Print materials and banners are also being ordered and should be coming soon. Voting stations will be set up for March 31 and April 1 voting days. There will be pre-registration set up at the West Elgin Community Health Centre and volunteers going to Bobier Long Term Care Home to help seniors and citizens unable to vote with electronic devices on their own.

Lee Gosnell brought to the Board's attention a letter to the Municipality requesting assistance for Kraft Hockeyville preparations. Jessica reported that there are many people in the community donating marketing materials but they are requesting funding to help offset the costs. They are also asking for usage of additional/spare tablets, iPads, etc. from the Municipality to be used during the voting period.

The Rally held on the day of voting must be located in West Lorne as per Kraft Hockeyville advisors and will be held at West Elgin Secondary School where media coverage will be set up. They would like to use the arena on the day of to host celebratory events such as a Fireman's Breakfast, entertainment, etc.

Jim Hathaway inquired how private businesses would go about making individual donations. Jessica advised that donations should be made to West Lorne Minor Hockey.

Moved: Ken Loveland

Seconded: Bill Denning

That The West Elgin Community Centre Board of Management make a \$2000 donation to the West Lorne Kraft Hockeyville Committee.

Carried

7. Staff Operations Update

Lee Gosnell reported that staff have been busy assisting with Kraft Hockeyville preparations. Ice should be out of the arena the first week of April, likely Thursday, April 6th, 2023.

In regards to the renaming of the arena, Tim Horvat indicated he will be meeting with Bo Horvat's team next Friday and will provide an update. It is recommended that if we receive the approval, to make efforts to have the renaming of the Arena and the Kraft Hockeyville celebration a joint venture.

8. Adjournment

Moved: Bill Denning

Seconded: Jim Hathaway

That the West Elgin Community Centre Board of Management hereby adjourn at 9:30 a.m. to meet again on April 12, 2023.

Carried

Ken Loveland, Chair

Brittany Jessome, Recording
Secretary



MUNICIPALITY OF **West Elgin**

The Corporation Of The Municipality Of West Elgin

By-Law No. 2023-36

Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on May 11, 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 by-law; and

Whereas it is deemed expedient that proceedings of Council of the Corporation of the Municipality of West Elgin as herein set forth be confirmed and adopted by by-law;

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

1. That the actions of the meeting of Council held on May 11, 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 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 11th day of May, 2023.

Richard Leatham
Deputy Mayor

Heather Bouw
Clerk