



Municipality of West Elgin

Agenda

Council Meeting

Date: **March 28, 2024, 4:00 p.m.**
Location: **Council Chambers**
160 Main Street
West Lorne

Council Meetings are held in-person at 160 Main Street, West Lorne, and the post-meeting recording available at www.westelgin.net, when available (pending no technical difficulties).

- 1. Call to Order**
- 2. Adoption of Agenda**

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for March 28, 2024, as presented.

- 3. Disclosure of Pecuniary Interest**
- 4. Closed Session**

Recommendation:

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at _____ pm, to discuss matters pursuant to the Municipal Act, 2001:

- Section 239 (2)(b), being personal matters about an identifiable individual, including municipal or local board employees;
- Section 239 (2)(c), a proposed or pending acquisition or disposition of land by the municipality or local board;
- Section 239 (2)(d), labour relations or employee negotiations;
- Section 239 (2)(e), litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

5. Report from Closed Session

6. Adoption of Minutes

Recommendation:

That West Elgin Council hereby adopt the Minutes of March 14, 2024, as presented.

6.1 Elgin Group Police Services Board Minutes

Recommendation:

That West Elgin Council hereby acknowledge receipt of the Elgin Group Police Services Board Minutes of November 15, 2023 and February 26, 2024.

7. Business Arising from Minutes

8. Staff Reports

8.1 Municipal Drains

8.1.1 Section 4 Petition for New Tile Drain

Recommendation:

That West Elgin Council hereby receives the Section 4, Petition for Drainage Works by Owners, Form 1; and

That Council approve request for the construction of a new tile drain, dated March 13, 2024, submitted by Dugald Aldred (Municipality of West Elgin) and James Dymock (Municipality of Dutton Dunwich); and

That Council hereby appoint Spriets and Associates, to proceed with the necessary steps pursuant to the *Drainage Act*.

8.2 Operations & Community Services

8.2.1 Horse Drawn Vehicle Signage

Recommendation:

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

8.2.2 Tandem Axel Plow Truck

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and

That West Elgin Council approves ordering one (1) new tandem axle plow truck from Viking-Cives Ltd. of Mount Forest ON, for the quoted price of \$404,393.00 plus applicable tax.

8.3 Clerk's

8.3.1 Yacht Club Agreement

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Port Glasgow Yacht Club Agreement options; And

That Council choose option 3, being a partnership agreement; And

Further that Council direct staff to initiate a meeting with select members of the Port Glasgow Yacht Club to formally discuss pursuing an update partnership agreement.

8.3.2 Old Town Hall Demolition

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Old Town Hall, Rodney, Rear Addition Demolition; And

Option 1: That Council hereby authorize staff to proceed with the lower quote of \$14,000 plus HST, provided by D. Koomans & Sons Limited, for the demolition of the rear addition of the Old Town Hall, Rodney.

Option 2: That Council hereby defer the approval of the demolition until the presentation of the 2024 Operating Budget

8.3.3 Community Safety and Policing Act Update

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuć, Clerk Re: *Community Safety and Policing Act* Update dated March 27, 2024, for information; And

That Council approve the current community representative, Ida MacCallum, until the end of the current council term; And

That before the end of the current council term Southwold, West Elgin and Dutton Dunwich will work together to develop a new application/appointment process for the community representative position; And

That remuneration remain the same; \$1,500 per year for board members and \$2,000 per year for the chair; And

That Council approve that all operation costs be allocated equally between participating municipalities

8.3.4 Off-Leash Dog Park Survey Results

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuć, Clerk Re: Off-Leash Dog Park Survey Results; And

Option 1: That Council direct Staff include the total cost in the 2024 Budget Deliberations

Option 2: That Council accepts the report as information only.

8.4 Finance/Administration

8.4.1 Rodney Sewage Project Update and Timeline

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Rodney Sewage Project Update and Timelines for information only.

9. Committee and Board Reports or Updates

- Arena
- Recreation
- Old Town Hall
- Rodney Park
- Four Counties Transit
- Economic Development

10. Accounts

Recommendation:

THAT the Mayor and Treasurer are hereby authorized to sign Payment Voucher #3A amounting to \$ 786,286.89 in settlement of General, Road, Water and Arena Accounts including Cheque number 26413-26419, EFT#8045-8088 and Payroll Pay Period 06.

11. Notice of Motion

None received prior to meeting.

12. Council Inquires/Announcements

13. Correspondence

13.1 Elgin County Tourism Operator Networking Event, May 2, 2024

13.2 AGCO Required Notification Re: Natterjack Brewing Company event, April 6, 2024

14. Items Requiring Council Consideration

14.1 Soccer Club Snack Booth Proposal

Recommendation:

That West Elgin Council support/do not support a Snack Booth facilitated by the 1st Dutton Pathfinders and Rangers, operated during the West Elgin Soccer Club summer events, for fundraising purposes; And

That the 1st Dutton Pathfinders and Rangers work with Municipal Recreation Staff to determine a site best suitable for the Snack Booth *(For support only)*.

14.2 Community Policing Committee

14.3 Water Bill Waiver of Fees/Write-Off Account

Recommendation:

That West Elgin Council hereby approve/deny the request to "write-off" water account 200500056, request received March 26, 2024, with a balance owing of \$508.02.

14.4 My Main Street, Community Activator Grant

Recommendation:

That West Elgin Council hereby approve the grant application submission for the My Main Street Community Activator proposed by the Economic Development Committee; And

That Council direct staff to submit the application prior to the March 31, 2024 submission deadline.

15. Upcoming Meetings and Holidays

- March 29 - Good Friday, All Municipal Services Closed
- April 1 - Easter Monday, All Municipal Services Closed
- April 10 - 9am, WECCBM (Arena Board)
- April 11 - 4pm, Council
- April 15 - 8:30am, Four Counties Transit Committee
- April 18 - 10am, Old Town Hall Committee
- April 25 - 4pm, Council

16. By-laws

16.1 By-law 2024-25, Fire Department Administration Services Agreement

Recommendation:

That By-law 2024-25, Being a By-law to authorize entering into an agreement for the provision of sharing Fire Department Administration Services with the Township of Southwold and Municipality of Dutton Dunwich, be read a first, second and third and final time.

17. Confirming By-Law

Recommendation:

That By-law 2024-26, being a By-law to confirm the proceeding of the Regular Meeting of Council held on March 28, 2024, be read a first, second and third and final time.

18. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 4:00pm, on Thursday, April 11, 2024, or at the call of the Chair.