



# Municipality of West Elgin

## Agenda

### Council Meeting

Date: May 23, 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](http://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 May 23, 2024, as presented.

3. Disclosure of Pecuniary Interest
4. Public Meeting

Recommendation:

That West Elgin Council hereby proceed into a Public Meeting pursuant to the *Planning Act*.

- 4.1 Zoning By-law Amendment Application D-14 2-2024

#### **4.1.1 Planners Report**

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding Zoning By-law Amendment Application D-14 2-2024 – 15677 Dunborough Road Recommendation Report (Planning Report 2024-13);

That West Elin Council approve the zoning amendment for the subject parcel at 15677 Dunborough Road to permit a second dwelling for farm help;

That West Elgin Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the May 23, 2024, Council Agenda.

#### **4.1.2 Public Comment**

None received at the Municipal Office, prior to publishing the agenda.

#### **4.1.3 Applicant Comment**

#### **4.1.4 Council Comment**

#### **4.1.5 Adjournment**

Recommendation:

That West Elgin Council hereby adjourn the public meeting pursuant to the *Planning Act*.

### **5. Adoption of Minutes**

Recommendation:

That West Elgin Council hereby adopt the Minutes of May 9, 2024, as presented.

### **6. Business Arising from Minutes**

### **7. Staff Reports**

#### **7.1 Water**

##### **7.1.1 Sam - OCWA Quarterly Water Report**

Recommendation:

That West Elgin Council hereby acknowledge receipt of the West Elgin Distribution System Operations Report, First Quarter, 2024, presented by Sam Smith, Senior Operations Manager, Ontario Clean Water Agency.

## **7.2 Wastewater**

### **7.2.1 Sam - OCWA Quarterly Wastewater Reports**

Recommendation:

That West Elgin Council hereby acknowledge receipt of the West Lorne Wastewater Treatment Plant Operations Report, First Quarter, 2024; and the Rodney Wastewater Treatment Plant Operations Report, First Quarter, 2024, presented by Sam Smith, Senior Operations Manager, Ontario Clean Water Agency.

## **7.3 Fire**

### **7.3.1 Tanker Apparatus Replacement**

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and

That Staff be authorized to purchase, from Commercial Emergency Equipment Company, one (1) Maxi-Metal Tanker based on the specifications in the proposal, in the amount of \$738,491.23 plus applicable taxes, to replace the 1998 Tanker currently in service at Station 2 in West Lorne.

## **7.4 Operations & Community Services**

### **7.4.1 Ridout Street Sidewalk Removal**

Recommendation:

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

That West Elgin Council supports removal of the sidewalk along the west side of Ridout Street between Queens Line and Maple Street.

## **7.5 Clerk's**

### **7.5.1 Residential Backyard Chickens**

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuć, Clerk Re: Residential Backyard Chickens; And

**Option 1:** That Council direct staff to prepare an online survey, to gauge residents' interest for backyard chickens within residential areas, within the Municipality.

*OR*

**Option 2:** That Council direct the Clerk to work with the necessary departments, to establish the required policies and procedures to allow Residential Backyard Chickens.

## **7.6 Finance/Administration**

### **7.6.1 Update on Recommendations from the Organizational Review**

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Update on Recommendations from the Organizational Review for information only.

### **7.6.2 Sanitary Sewer and Water Connection Fees**

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer; and That West Elgin Council approves the following fees:

West Lorne and Rodney Sanitary Sewer Connection fees as outlined in the By-Law 2024-42

And That; West Elgin Council approve revised Water fees as outlined in 2024 Fees and Charges Schedule.

### **7.6.3 Health & Safety – Harassment and Violence in the Workplace Policy**

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Health & Safety – Harassment and Violence in the Workplace Policy and That West Elgin Council approves the proposed revisions to the policy.

## **8. Committee and Board Reports or Updates**

**9. Accounts**

Recommendation:

THAT the Mayor and Treasurer are hereby authorized to sign Payment Voucher #5A amounting to \$195,180.44 in settlement of General, Road, Water and Arena Accounts including EFT#8348-8356, on-line payment# 1379-1382 and Payroll Pay Period 10.

**10. Notice of Motion**

**10.1 Councillor Navackas - Hydro One, Community Engagement Partnership**

**11. Council Inquires/Announcements**

**12. Correspondence**

Recommendation:

That West Elgin Council hereby receive and file all correspondence not otherwise dealt with.

**12.1 June is Seniors Month: Keeping seniors fit, active and socially connected**

**12.2 AMO Education - Cybersecurity for Municipal Councillor's**

**12.3 2025 Municipal Policing Billing Statement Property Count**

**12.4 Bill 185, Cutting Red Tape to Build More Homes Act, 2024, Watson & Associates letter dated May 10, 2024**

**13. Items Requiring Council Consideration**

**13.1 Rodney Aldborough Agricultural Society (Rodney Fair) Agreement**

For discussion purposes, for the purpose of an updated agreement with the Rodney Aldborough Agricultural Society for the annual Fall Fair.

**13.2 Economic Development Committee, Terms of Reference 2024**

Recommendation:

That West Elgin Council hereby approve the Economic Development Committee Terms of Reference, as conditionally approved on May 1, 2024, as presented.

**13.3 Old Town Hall Committee, Terms of Reference, 2024**

Additional members approved by Council. Terms of Reference revised to reflect the approved changes.

Recommendation:

That West Elgin Council hereby approved the revised Old Town Hall Committee Terms of Reference, as presented.

#### **13.4 Recreation Committee, Additional Members**

For information and discussion purposes.

Recommendation:

That West Elgin Council hereby approve \_\_\_\_\_ additional members to the Rodney Recreation Committee, in addition to the replacement of the student member.

#### **13.5 Reading Garden Furniture Application**

Recommendation:

That West Elgin Council hereby supports the request from Brian Masschaele, Director of Community and Cultural Services, County of Elgin, for the proposed outdoor furniture location for a reading garden located outside of the West Lorne Library.

### **14. Upcoming Meetings**

- June 10, 2024 - 7:00pm - Recreation Meeting
- June 13, 2024 - 4:00pm - Regular Council
- June 27, 2024 - 4:00pm - Regular Council

### **15. By-Laws**

#### **15.1 2024-39 - Zoning By-law Amendment, 15677 Dunborough Road**

Recommendation:

That By-law 2024-39, Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for property known as 15677 Dunborough Road, be read a first, second and third and final time.

#### **15.2 2021-40, Water and Wastewater Rates for 2024**

Recommendation:

That By-law 2024-40, Being a By-Law to Establish Rates for Municipal Water and Wastewater Services for 2024 and to repeal By-Law 2023-32, be read a first, second and third and final time.

**15.3 2024-41, Transition Ratios and to Levy Taxes, 2024**

Recommendation:

That By-law 2024-41, Being a By-Law to set the Transition Ratios and to Levy Taxes for the Year 2024, be read a first, second and third and final time.

**15.4 2024-42, Sanitary Sewer Connection Fees**

Recommendation:

That By-law 2024-42, Being a By-Law to Impose Connection Requirements and Charges to Obtain Revenue to Pay the Capital Costs of Sanitary Sewer Systems, be read a first, second and third and final time.

**15.5 2024-43, Fees and Charges Revised, 2024**

Recommendation:

That By-law 2024-43, Being a By-Law to Provide for Various Fees and Charges for the Municipality of West Elgin for 2024, and Repeal By-law 2024-06, be read a first, second and third and final time.

**16. Closed Session**

Recommendation:

That West Elgin Council hereby proceeds into Closed Session at \_\_\_\_\_ pm, to discuss matters pursuant to the *Municipal Act*, 2001, Section 239 (2)(b) personal matters about identifiable individuals; Section 239 (2)(c), proposed or pending acquisition or disposition of land by the municipality; And Section 239 (2)(d) labour relations or employee negotiations.

**17. Report from Closed Session**

**18. Confirming By-Law**

Recommendation:

That By-law 2024-44 being a By-law to confirm the proceeding of the Regular Meeting of Council held on May 23, 2024, be read a first, second and third and final time.

**19. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet again at 4:00pm, on Thursday, June 13, 2023, or at the call of the Chair.