



Municipality of West Elgin

Minutes

Council Meeting

April 11, 2019 – 9:30 a.m.

Council Chambers, West Elgin Municipal Building

Present: Mayor McPhail
Deputy Mayor Leatham
Councillor Cammaert
Councillor Rowe
Councillor Tellier

Staff Present: G. Scharback, CAO/Clerk
M. Badura, Treasurer
L. Gosnell, Public Works Superintendent
H. James, Planner
J. Morgan-Beunen
M. Kalita, Utilities Manager
J. Nethercott, Deputy Clerk

Also Present: Inspector B. Fishleigh, Elgin County OPP
J. Prince, West Lorne Kiwanis
J. Hathaway, West Lorne Horticultural Society

1. Call to Order

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

2. Adoption of Agenda

Resolution No. 2019-178

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council Adopt the Agenda as circulated.

Disposition: Carried

3. Disclosure of Pecuniary Interest

Councillor Cammaert declared a Conflict of Interest in Agenda Item 13.3 due to Councillor Cammaert being an Optimist Club Member.

4. Public Meeting

None.

5. Delegations

5.1. Inspector B. Fishleigh, Elgin County OPP

Mayor McPhail welcomed Inspector B. Fishleigh of the Elgin County OPP and thanked him for attending the meeting. Inspector Fishleigh introduced himself to West Elgin Council. The Ontario Provincial Police have gone to borderless calls, which allows for the closest Officer to respond, no matter what detachment they are from. This new system has greatly improved response times.

Resolution No. 2019-179

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That West Elgin Council receives the delegation from Inspector Brad Fishleigh, Elgin County OPP.

Disposition: Carried

5.2. J. Prince, West Lorne Kiwanis – Rain Barrels

Mr. Prince stated that the West Lorne Kiwanis would be selling Rain Barrels as a fund raiser. He stated that one rain barrel can save 30,000 gallons of water entering into the storm sewer system. The price of the barrel is \$55, per barrel. Mr. Prince inquired if Council would assist with this initiative through use of Arena for pick up day, advertise this initiative on the website and through sponsoring of newspaper advertisements.

Resolution No. 2019-180

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council receives the delegation from Jerry Prince, West Lorne Kiwanis re: Rain Barrels.

Disposition: Carried

Resolution No. 2019-181

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council hereby approves the in-kind grant of the use of the West Elgin Community Centre on May 24, 2019 for the cost of the rental, approximately \$275; and

That West Elgin Council direct the Recreation Superintendent to advertise this event as part of the Blue Flag Beach Environmental Programs; and

That West Elgin Council hereby approves the sponsorship of advertising in the local paper for 2 weeks of approximately \$150 per week;

Disposition: Carried

5.3.J. Hathaway, West Lorne Horticultural Society- Follow up regarding Centennial Garden

Mr. Hathaway presented the proposed garden plan and estimated cost of the Centennial Garden to Council.

Resolution No. 2019-182

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That West Elgin Council receives the follow up information to the February 14, 2019 delegation by Jim Hathaway, West Lorne Horticultural Society re: Centennial Garden; and

That West Elgin Council hereby directs the request for funding of the Centennial Garden be directed to 2019 Draft Budget discussions.

Disposition: Carried

Council recessed at 10:14 a.m. and reconvened the meeting at 10:22 a.m.

6. Minutes

Resolution No. 2019-183

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That minutes of the Council meeting on March 27, 2019 and the Committee of the Whole minutes from April 4, 2019 be adopted as circulated and printed.

Disposition: Carried

7. Business Arising from Minutes

None.

8. Committee and Board Report

8.1. Elgin County Council

Mayor McPhail stated that the Warden and County CAO/Clerk are visiting municipal Councils with a presentation and will be attending West Elgin Council in the near future.

8.2. Economic Development Committee

Mayor McPhail stated that the Alan Smith, General Manager of Elgin County Economic Development will be setting a meeting between representatives of Dutton-Dunwich Council and West Elgin Council.

8.3. Port Glasgow Trailer Park Committee

8.3.1. Letter from Committee

Resolution No. 2019-184

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That Port Glasgow Trailer Park Committee recommends to West Elgin Council that pre-budget approval be provided to have staff proceed with investigating costs and undertaking the repairs necessary to fix Septic bed no. 1 in the Port Glasgow Trailer Park.

Disposition: Carried

Deputy Mayor Leatham reported that the Port Glasgow Trailer Park Committee had meeting on Tuesday April 9, 2019 and as part of that meeting a walk around the park was conducted and the committee believes that ground water is getting into the septic tanks through sewer connections that aren't sealed correctly. The Committee suggests that a letter be sent to residents explaining the connection issues to assist with the prevention the ground water infiltration in future.

Resolution No. 2019-185

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That Port Glasgow Trailer Park Committee recommends to West Elgin Council that pre-budget approval be provided to direct staff to proceed with a clean out and investigate possible necessary repairs of the catch basin on the corner of Baxley Drive and Hux Avenue in the Port Glasgow Trailer Park.

Disposition: Carried

Councillor Rowe stated that during the walk through at the meeting it was very evident that trees have been cut along the lake shore bank and some clear communication needs to be sent to residents that states they cannot cut trees in the park. She stated that the municipality needs clarification from LTCA what can and cannot be trimmed.

8.4. West Elgin Community Centre Board of Management

Mayor McPhail stated that the meeting was held on April 10, 2019 and the ice was removed from the arena on March 27, 2019. He stated that a report was received indicating that the user percentages from each municipality has changed. The Committee has passed a recommendation that will be coming to Council to include the Men's Recreation Hockey League numbers as part of the user numbers in future. He also stated that there is a vote coming up for West Lorne Minor Hockey on April 17, 2019.

8.5. West Elgin Recreation Committee

8.6. Community Policing Committee

8.6.1. March 13, 2019 Minutes

Deputy Mayor Leatham reported that the first youth committee member will be joining at next meeting.

8.7. Four Counties Transit Board

Councillor Rowe stated that the next meeting is on Monday April 15.

8.8. Healthy Communities Partnership Committee

8.8.1. March 19, 2019 Minutes

Councillor Rowe stated Elgin Trails information will be presented to County Council in April.

8.9. Lower Thames Conservation Authority

Deputy Mayor Leatham stated that there is a scheduled meeting on April 18, 2019 in the afternoon.

8.10. Tri-County Water Board of Management

8.11. West Elgin Health Centre Support Planning Committee

Deputy Mayor Leatham stated that the Committee is considering hosting Special Olympics and organizing a Mayor's Breakfast on May 1, 2019.

8.12. West Lorne Heritage Homes Board of Directors

Councillor Tellier reported the next Board of Directors Meeting is May 1, 2019.

8.13. Haven's Lake Road Committee

Port Glasgow Erosion Committee

Mayor McPhail stated that this Committee will meet as soon as possible with staff from Lower Thames Conservation Authority to address the walkway erosion. It was noted that 2017 remedial work has been significantly affected by very high water levels for Lake Erie.

8.14. Rodney Aldborough Agricultural Society

Mayor McPhail reported that he and Councillor Tellier attended the meeting where the grandstand was discussed and they reported that Council is working on this issue and were hoping to host a public meeting in May on this matter.

Councillor Tellier stated that the Agricultural Society's Big Buck Show was a success and that the upcoming Wild Game dinner on April 13, 2019 has sold many tickets. She also stated that the Society is anticipating having their fair books out in late spring.

9. Staff Reports

9.1. Building

9.1.1. J. Morgan-Beunen, CBO – March 2019 Building Permit Summary

Resolution No. 2019-186

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, CBO re: Building Permit Summary for March 2019 for information purposes.

Disposition: Carried

9.2. By-Law Enforcement

9.3. Emergency Management/ Fire

9.4. Municipal Drains

9.5. Public Works

9.5.1. L. Gosnell, Public Works Superintendent – Roads Monthly Report

Resolution No. 2019-187

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Lee Gosnell, Public Works Superintendent re: Roads Monthly Report.

Disposition: Carried

9.5.2. L. Gosnell, Public Works Superintendent – Investing in Canada Infrastructure Program (ICIP) Funding

Resolution No. 2019-188

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Lee Gosnell, Public Works Superintendent re: Investing in Canada Infrastructure Program (ICIP) funding; and

That West Elgin Council direct staff to submit an ICIP application for road and bridge improvements on Blacks Road north of the 401.

Disposition: Carried

At this time Council moved to Closed Session, agenda item no. 14

14. Closed Session – 11:00 a.m.

Resolution No. 2019-189

Moved: Councillor Rowe

Seconded: Councillor Tellier

That the Council of the Corporation of the Municipality of West Elgin hereby proceed in Closed Session at 11 a.m. in order to address:

- a) personal matters pertaining to an identifiable individual, including municipal or local board employees;
- b) proposed or pending acquisition or disposition of land by the municipality or local board;
- c) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

Disposition: Carried

Open session of Council reconvened at 1:04 p.m.

15. Report from Closed Session

Deputy Mayor Leatham Mayor reported that Council received information and advice subject to solicitor-client privilege and considered to personal matters pertaining to an individual as well as matters pertaining to a proposed acquisition of lands and provided direction to staff.

Council proceeded ahead to Agenda item No. 9.10.1.

9.10.1 M. Kalita, Utilities Manager – Meter Reader Position

Resolution No. 2019-190

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Mike Kalita, Utilities Manager re: Meter Reader Position; and

That West Elgin Council direct staff to proceed with the recruitment of a part time meter reader.

Disposition: Carried.

9.5.3. L. Gosnell, Public Works Superintendent – Verbal Report - Elgin Mapping

Public Works Superintendent Lee Gosnell provided a demonstration on use of Elgin Mapping public site.

9.6. Recreation

9.7. Treasury

9.7.1. M. Badura, Treasurer – 2019 Annual Debt Repayment Limit

Resolution No. 2019-191

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Magda Badura, Treasurer re: 2019 Annual Debt Repayment Limit for information.

Disposition: Carried

9.8. Planning

9.8.1. H. James, Planner – Proposed Severance 25970 Thomson Line

Resolution No. 2019-192

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That Council for the Municipality of West Elgin receives the report regarding the severance application for 25970 Thomson Line, File E 23/19; and

That Council of the Municipality of West Elgin recommend **approval** to the Land Division Committee of the County of Elgin for the proposed severance application E 23/19 located on Concession 10, Part of Lot 21, 25970 Thomson Line, provided the following conditions are included:

- a) That a Zoning By-law Amendment is in force and effect for the severed and retained parcels;
- b) That the owner has the necessary review and assessment conducted on the existing sewage disposal system to confirm its adequacy and/or necessary replacement;
- c) That Municipal drain re-apportionments (if required) have occurred;
- d) That requirements of the Municipal Road Department regarding access and/or drainage have been met;
- e) Water and/or sewer connection fees, if applicable have been paid;
- f) That taxes have been paid in full;
- g) That two copies of the registered survey have been provided to the Municipality; and,
- h) That the solicitor provides an undertaking that a copy of the registered deed for the severed lands once the transaction has occurred will be provided to the Municipality.

Disposition: Carried

9.8.2. H. James, Planner – Proposed Severance 22806 Queens Line

Resolution No. 2019-193

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That Council for the Municipality of West Elgin receives the report regarding the severance application for 22806 Queens Line, File E 24/19; and

That Council of the Municipality of West Elgin recommend **approval** to the Land Division Committee of the County of Elgin for the proposed severance

application E 24/19 located on Concession 7, Part of Lots 8 and 9, 22806 Queens Line, provided the following conditions are included:

- a) That the owner has the necessary review and assessment conducted on the existing sewage disposal system to confirm its adequacy and/or necessary replacement;
- b) That Municipal drain re-apportionments (if required) have occurred;
- c) That requirements of the Municipal Road Department regarding access and/or drainage have been met;
- d) Water and/or sewer connection fees, if applicable have been paid;
- e) That taxes have been paid in full;
- f) That two copies of the registered survey have been provided to the Municipality; and,
- g) That the solicitor provides an undertaking that a copy of the registered deed for the severed lands once the transaction has occurred will be provided to the Municipality.

Disposition: Carried

9.9. Wastewater

9.9.1. Rodney Wastewater Treatment Plant 2018 Annual Report

Resolution No. 2019-194

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council receives the report from OCWA re: Rodney Wastewater Treatment Plant 2018 Annual Report.

Disposition: Carried

9.9.2. West Lorne Wastewater Treatment Plant 2018 Annual Report

Resolution No. 2019-195

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council receives the report from OCWA re: West Lorne Wastewater Treatment Plant 2018 Annual Report.

Disposition: Carried

9.10. Administration

10. Accounts

Resolution No. 2019-196

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #4 amounting to \$1,579,956.90 in settlement of General, Road, Water and Arena Accounts (including cheques # 24865-24884 & EFT# 1249-1290, online Payments# 188-193 and Payroll PP07).

Disposition: Carried

11. Notice of Motion

- 11.1. Resolution No. 2019-197**
Moved: Councillor Tellier
Seconded: Deputy Mayor Leatham

That West Elgin Council adopt a sign in procedure for Council Meetings.

Disposition: Carried

- Resolution No. 2019-198**
Moved: Councillor Tellier
Seconded: Deputy Mayor Leatham

That West Elgin Council amend the recommendation of Councillor Cammaert to change the word Spanish to “language classes” and amend the final line to say “and outlining the significant negative effects that it may have on the Municipality of West Elgin.”

Disposition: Carried

- 11.2. Resolution No. 2019-199**
Moved: Councillor Cammaert
Seconded: Councillor Rowe

Whereas increasing the average class size hampers efforts to create classes in more specialized programs in rural Secondary Schools, such as auto mechanics, language classes or other trades in rural areas forcing students to either not take a specialty programs or leave their community take the desired classes, which in turn results in declining enrolment at the local school; and

Whereas the mandatory e-learning classes will reduce the number of elective courses by 12% and forces internet-based learning; and

Whereas many of our rural families still do not have access to effective internet service or the disposable finances to purchase the necessary devices for online learning there is significant barriers created making it very difficult for students to achieve goals, with the potential outcome resulting in increased drop-out rates and a further decline in enrolment; and

Whereas the removal of specialty classes such as auto mechanics or arts programming will decrease the enrolment even further with the declining enrolment resulting in spin off effects that often lead to school closure; and

Whereas closing a school will have an irreversible negative impact on our community as our schools are an essential part our community; and

Whereas the moratorium of shutting schools has been lifted which threatens West Elgin Secondary School; and

Whereas any school closure in West Elgin will impact all aspects of our community. The effects will be felt across our entire economy, effecting community growth and resident retention;

Now be it resolved that Council hereby directs staff to send correspondence to the Minister of Education requesting reconsideration of the proposed changes to the education system and outlining the significant negative effects that it may have on the Municipality of West Elgin.

Disposition: Carried.

- 11.3. Resolution No. 2019-200**
Moved: Councillor Rowe
Seconded: Councillor Cammaert

That Council direct staff to research and adopt a policy on requests for flag-raising, proclamations, and other events to recognize special events/celebrations.

Disposition: Carried

12. Council Announcements

Councillor Tellier stated that the Youth Task Force has been provided with a grant for youth programming in the community and there will be job postings for Youth Ambassadors. She also stated that she has received positive feedback from residents about the work recently done in Rodney to correct the issues on Furnival Road and about the recent R.I.D.E program that was undertaken on Queens Line.

Deputy Mayor Leatham stated that the weekend meeting with Provincial Ministers Jeff Yurek and Steve Clarke went well and that it was an honour to attend. He stated that he did not have an opportunity to bring up the Rodney Sewage Treatment plant funding. There was discussion regarding the need for shared ready affordable housing projects.

Mayor McPhail stated that he attended the meeting with Deputy Mayor Leatham and there was a great turn out from area municipalities. Mayor McPhail stated that OMPF funding issues were brought forward along with a need for a stable source of funding for municipalities. He stated that Minister Clarke was concerned about the timelines for building affordable housing projects and stated that government needs to work towards streamlining.

Councillor Cammaert stated that the Optimist Road Race cutoff date for registration is April 21, 2019.

13. Correspondence

- 13.1. **Ministry of Finance** – Ontario Municipal Partnership Fund 2019 Workbook
- 13.2. **Stewardship Ontario** – Industry Funding for Municipal Blue Box Recycling
- 13.3. **West Lorne Optimist Club** – Funding for West Lorne Optimist 2019 Car Show
- 13.4. **Eagle Community Centre** – Invitation to recognition event
- 13.5. **Municipality of Grey Highlands** – Endorse Resolution re: OMPF Funding

Resolution No. 2019-201

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby grant \$300 to the West Lorne Optimist 2019 Car Show.

Disposition: Carried

Resolution No. 2019-202

Moved: Councillor Tellier

Seconded: Councillor Rowe

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

Disposition: Carried

16. By-Laws

16.1. By-Law 2019-37 – Appoint Acting Fire Chief

Resolution No. 2019-203

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

That By-Law 2019-37 being a by-law to appoint an Acting Fire Chief for the West Elgin Fire Department, be read a first, second and third and final time.

Disposition: Carried

16.2. By-Law 2019-38 – Amend Human Resources Policy 1.4 - Health and Welfare

Resolution No. 2019-204

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That By-Law 2019-38 being a by-law to amend Human Resources Policy 1.4 – Health and Welfare, be read a first, second and third and final time.

Disposition: Carried

16.3. By-Law 2019-39 – Appoint a Health and Safety Committee Coordinator

Resolution No. 2019-205

Moved: Councillor Rowe

Seconded: Councillor Tellier

That By-Law 2019-39 being a by-law to appoint a Health and Safety Committee Coordinator, be read a first, second and third and final time.

Disposition: Carried

16.4. By-Law 2019-40 – Authorize Agreement with Arvai Developments Inc.

Resolution No. 2019-206

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That By-Law 2019-40, being a by-law to authorize the execution of an agreement between Arvai Developments Inc. and The Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

Disposition: Carried

17. Confirming By-Law

Resolution No. 2019-207

Moved: Councillor Tellier

Seconded: Councillor Rowe

That By-Law 2019-41 being a by-law to confirm the proceeding of the meeting of Council held on April 11 2019, be read a first, second and third and final time.

Disposition: Carried

Resolution No. 2019-208

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby agree to include 2019 Draft Budget discussions with the Strategic Planning Session at the Committee of the Whole meeting on April 18, 2019.

Disposition: Carried

18. Adjournment

Resolution No. 2019-209

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That Council of the Corporation of the Municipality of West Elgin hereby adjourn at 2:30 p. m. to meet again at 9:30 a.m. on April 25, 2019 or at the call of the Chair.

Disposition: Carried

Duncan McPhail, Mayor

Jana Nethercott, Deputy Clerk