



Municipality of West Elgin

Minutes

Council Meeting

April 25, 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
J. Slater, Recreation Superintendent
H. James, Planner
J. Nethercott, Deputy Clerk

Also Present: A. Bobier, Cultural Manager, Backus-Page House Museum
B. Slater, Municipal Property Assessment Corporation

1. Call to Order

Mayor McPhail called the meeting to order at 9:31 a.m.

2. Adoption of Agenda

Resolution No. 2019-210

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That West Elgin Council Adopt the Agenda as circulated.

Disposition: Carried

3. Disclosure of Pecuniary Interest

4. Public Meeting

5. Delegations

5.1. A. Bobier, Cultural Manager Backus-Page House Museum

Resolution No. 2019-211

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the delegation from Angela Bobier, Cultural Manager, Backus-Page House Museum;

Disposition: Carried

Mayor McPhail welcomed Ms. Bobier. Ms Bobier addressed Council stating that the Backus-Page House has been expanding their collection to include historical information on West Elgin. She stated that on June 22 and 23, 2019 there will be a celebration of the settlers for West Elgin held at the museum. Ms. Bobier invited Councillors and public to attend their board meetings which are held on the third Wednesday of each month.

Council directed staff to bring back a report on the cost of re-printing the book The Pioneer Days in Aldborough Book for the Backus-Page House to sell at their retail store.

5.2. B. Slater, MPAC

West Elgin Council received a delegation from Brenda Slater, Account Manager, Municipal Property Assessment Corporation (MPAC).

6. Minutes

Resolution No. 2019-212

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That minutes of the Council meeting on April 11, 2019 and the minutes of the Committee of the Whole on April 18, 2019 be adopted as circulated and printed.

Disposition: Carried

7. Business Arising from Minutes

7.1. Committee of the Whole

Resolution No. 2019-213

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Committee of the Whole recommends to West Elgin Council that the Request For Proposal process be initiated for a full Strategic Plan for the Municipality of West Elgin.

Disposition: Carried

7.2. Committee of the Whole

Resolution No. 2019-214

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That West Elgin Committee of the Whole recommends to West Elgin Council that a Public Information Session be held at 7:00 p.m. on May 8, 2019, at the West Elgin Recreation Centre, to update citizens on the Rodney Grandstands and Horse Barns.

Disposition: Carried

8. Committee and Board Report

8.1. Elgin County Council

8.2. Economic Development Committee

Deputy Mayor Leatham reported that he and Mayor McPhail met with Elgin County Economic Development Staff and Councillor Corniel of Dutton Dunwich about the two communities collaborating on Economic Development. It was decided that at this time West Elgin is farther ahead in the process than Dutton Dunwich and therefore they will revisit this idea in six months.

Mayor McPhail reported that there is a willingness and interest between the two communities to work together on common goals in the future.

8.3. Port Glasgow Trailer Park Committee

8.3.1. Minutes March 7, 2019

8.4. West Elgin Community Centre Board of Management

8.4.1. Minutes March 13, 2019

8.4.2. Resolution No. 2019-215

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council approve the recommendation of West Elgin Community Centre Board of Manage to West Elgin Council and Dutton Dunwich Council that the West Elgin Community Centre Operating Agreement be amended to include the Men's Recreation Hockey League members in the resident user count.

Disposition: Carried

8.5. West Elgin Recreation Committee

8.5.1. Minutes March 19, 2019

Councillor Tellier reported that the Canada Day Celebration planning has progressed and some event bookings have been made. Councillor Tellier announced that a \$5000 grant for the celebrations from the Federal Government has been received.

8.6. Community Policing Committee

Deputy Mayor Leatham stated that the scheduled meeting for the Community Policing Committee on May 8, 2019 may be cancelled.

8.7. Four Counties Transit Board

8.7.1. Minutes January 24, 2019

Councillor Rowe stated that some area Seniors Homes and Adult Day Programs have had funding cuts and this has resulted in cut backs to special trip booking for the Four Counties Transit Bus. The Four Counties Transit Committee has discussed recruiting corporate sponsors to assist in funding these trips.

8.8. Healthy Communities Partnership Committee

Councillor Rowe stated that this committee is working on the Elgin County Food Charter.

8.9. Lower Thames Conservation Authority

8.10. Tri-County Water Board of Management

8.11. West Elgin Health Centre Support Planning Committee

Deputy Mayor Leatham stated that the Mayor's Breakfast will be held on May 1, 2019.

8.12. West Lorne Heritage Homes Board of Directors

8.13. Haven's Lake Road Committee

8.14. Port Glasgow Erosion Committee

8.15. Rodney Aldborough Agricultural Society

Council Recessed at 10:30 a.m. and Reconvened at 10:41 a.m.

9. Staff Reports

9.1. Building

9.2. By-Law Enforcement

9.3. Emergency Management/ Fire

9.3.1. J. Slater, Fire Chief – Surplus SCBA Equipment

Resolution No. 2019-216

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That West Elgin Council hereby receive the report from Jeff Slater, Chief re: Surplus SCBA Equipment;

That West Elgin Council defer this report to a future meeting.

Disposition: Carried.

Council moved ahead to Item 9.6 at this time.

9.5. Municipal Drains

9.6 Recreation

9.6.1. J. Slater, Recreation Superintendent – April Monthly Report

That West Elgin Council received the report from Jeff Slater, Recreation Superintendent re: April Monthly Recreation Report, for information purposes.

9.7 Treasury

9.7.1. M. Badura, Treasurer – Verbal Report on Asset Management RFP

Treasurer Magda Badura reported on the approximate cost, as supplied by Watson and Associates, which would need to be allocated in the 2019 Draft Budget for the various scenarios for Asset Management Plan.

Resolution No. 2019-217

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council provide direction to staff to include the updated cost of a comprehensive Asset Management Plan in the Draft 2019 Budget, to be funded from the Invest Ontario Grant.

Disposition: Carried

Council advanced the agenda to Item number 10.

10. Accounts

Resolution No. 2019-218

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #4A amounting to \$207,040.67 in settlement of General, Road, Water and Arena Accounts (including cheques # 24885-24902 & EFT# 1292-1328, online Payments# 194-203 and Payroll PP08).

Disposition: Carried

Council returned to the Agenda item 9.5.

9.5 Public Works

9.5.1. L. Gosnell, Public Works Superintendent – Pickup Truck Replacement

Resolution No. 2019-219

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby receive the report from Lee Gosnell, Public Works Superintendent, re: Pickup Truck Replacement; and

That West Elgin Council grant an exemption to the Municipal purchasing policy to allow for the immediate purchase of one (1) half ton pickup truck to meet departmental needs; and

That West Elgin Council pre-approve a limit of \$35,000 (taxes included) based on a minimum of three quotes from local dealers.

Disposition: Carried

9.5.2. L. Gosnell, Public Works Superintendent – Horse Barn Demolition

Resolution No. 2019-220

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That West Elgin Council hereby receive the report from Lee Gosnell, Public Works Superintendent, re: Horse Barn Demolition for information purposes.

Disposition: Carried

9.8. Planning

9.8.1. H. James, Planner – Finney Street Extension, West Lorne

Resolution No. 2019-221

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby receive the report from Planner Heather James re: Finney Street Extension; and

That West Elgin Council authorize staff to finalize the transfer of Part 4, Reference Plan No. 11R-2114 to the Municipality.

Disposition: Carried.

9.8.2. H. James, Planner – Cannabis and Land Use Planning

Resolution No. 2019-222

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receive the report from Heather James, Planner re: Land Use Planning in Accordance with the Federal Cannabis Act, the Ontario Cannabis Act 2017 and the Ontario Cannabis Retail Corporation Act 2017; and

That West Elgin Council hereby direct staff to bring forward a Zoning By-law Amendment to define “Cannabis”, “Cannabis Cultivation”, “Cannabis Production and Processing” and amend the ‘Agricultural Use’ and ‘Restricted Agricultural Use’ definitions to exclude commercial cannabis processing activities and any additional terms and conditions as required for Council consideration in order to permit the use in certain zones; and

That West Elgin Council direct staff to bring forward a Zoning By-law Amendment to permit “Cannabis Production and Processing” in the Industrial Zones (M1 and M2) with a minimum setback to sensitive land uses (e.g. residential, institutional and open space), and to regulate the setback requirement for the sale of cannabis from schools (150 metres) as set by the Province.

Disposition: Carried

9.8.3. H. James, Planner – West Elgin Official Plan Review

Resolution No. 2019-223

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Heather James, Planner Re: West Elgin Official Plan Review for information.

Disposition: Carried

9.9. Wastewater

9.10. Water

9.11. Administration

9.11.1 G. Scharback, CAO/Clerk – Health and Safety Policy Revision

Resolution No. 2019-224

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from G. Scharback, CAO/Clerk re; Health and Safety Policy Revision.

Disposition: Carried

11. Notice of Motion

12. Council Announcements

Councillor Rowe stated that she, Councillor Tellier and Councillor Cammaert attended the Eagle Community Centre Trillium Grant Recognition Seniors Luncheon and brought greetings on behalf of Council.

13. Correspondence

- 13.1. **Minister of Infrastructure and Communities** – Federal Gas Tax Fund top-up
- 13.2. **Heritage Canada** - Celebrate Canada Grant
- 13.3. **MP Cheryl Gallant** – Bill C-68 HADD provisions
- 13.4. **Ontario Solicitor General** – Animal Welfare
- 13.5. **Ontario Human Rights Commission** – Harmful impact of Indigenous-themed sports logos in city facilities
- 13.6. **SWIFT** – Ontario Government Announces Broadband and Cellular Strategy
- 13.7. **Ontario Provincial Police** – 2020 Municipal Policing Billing Statement Property Count
- 13.8. **Elgin County** – Invitation to Annual Warden’s Charity Golf Tournament
- 13.9. **Elgin County Library** – Report to Elgin County Council
- 13.10. **West Lorne & Rodney Library** – Request permission for temporary raised garden beds

Resolution No. 2019-225

Moved: Councillor Tellier
Seconded: Councillor Cammaert

That West Elgin Council approves the request from the West Lorne and Rodney Library for raised garden beds.

Disposition: Carried

- 13.11. **West Elgin Community Health Centre** – Request waiving of rental fees for 25th Anniversary Celebrations

Resolution No. 2019-226

Moved: Councillor Rowe
Seconded: Councillor Cammaert

That West Elgin Council approves the West Elgin Community Health Centre request to waive fees for their 25th Anniversary Celebrations.

Disposition: Carried

- 13.12. **M & M Vojin** – Request to demolish municipal structure

Resolution No. 2019-227

Moved: Councillor Rowe
Seconded: Councillor Tellier

That West Elgin Council hereby provide direction to staff to investigate quotes for the building removal and repair and replacement of the fence, which include an in-house price.

Disposition: Carried

- 13.13. **Rodney-Aldborough Agricultural Society** – Request to use Recreation Centre Parking Lot

Resolution No. 2019-228

Moved: Deputy Mayor Leatham
Seconded: Councillor Tellier

That West Elgin Council hereby approves the use of the Recreation Centre Parking lot for the requested weekends for the Rodney Aldobrough Agricultural Society for their fundraiser "A Rags to Riches".

Disposition: Carried

13.14. Natterjack Brewing Company – Request for Tourism Exemption

Resolution No. 2019-229

Moved: Councillor Cammaert
Seconded: Councillor Rowe

That West Elgin Council hereby provides direction to staff to report back to Council regarding this request for a tourism exemption to the Retail Sales Act with the steps involved and a draft By-law to be considered at a public meeting.

Disposition: Carried

Resolution No. 2019-230

Moved: Councillor Rowe
Seconded: Councillor Tellier

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

Disposition: Carried

14. Closed Session

Resolution No. 2019-231

Moved: Deputy Mayor Leatham
Seconded: Councillor Cammaert

That West Elgin Council hereby proceed into Closed Session at 11:48 a.m. in order to address proposed or pending acquisition or disposition of land by the municipality or local board.

Disposition: Carried

15. Report from Closed Session

Mayor McPhail reported that Council addressed matters pertaining to proposed or pending acquisition or disposition of land.

16. By-Laws

16.1. 2019-24 – Leibner Drain

Resolution No. 2019-232

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

That By-Law 2019-24 being a By-law to provide for the Leibner Drain in the Municipality of West Elgin, be read for a third and final time.

Disposition: Carried

16.2. 2019-25 –Bonn Drain

Resolution No. 2019-233

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That By-Law 2019-25 being a By-law to provide for the Bonn Drain in the Municipality of West Elgin, be read for a third and final time.

Disposition: Carried

16.3. 2019-26 – Redinger Drain

Resolution No. 2019-234

Moved: Councillor Tellier

Seconded: Councillor Rowe

That By-Law 2019-26 being a By-law to provide for the Redinger Drain in the Municipality of West Elgin, be read for a third and final time.

Disposition: Carried

16.4. 2019- 42 – Amend Human Resources Policy 2.1 - Health and Safety

Resolution No. 2019-235

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That By-law 2019-42 being a By-law to amend Human Resources Policy 2.1 – Health and Safety, be read a first, second and third and final time.

Disposition: Carried

17. Confirming By-Law

Resolution No. 2019-236

Moved: Councillor Tellier

Seconded: Councillor Rowe

That By-Law 2019-43 being a by-law to confirm the proceeding of the meeting of Council held on April 25, 2019, be read a first, second and third and final time.

Disposition: Carried

18. Adjournment

Resolution No. 2019-237

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That Council of the Corporation of the Municipality of West Elgin hereby adjourn at 12:17 p.m. to meet again at 9:30 a.m. on May 09, 2019 or at the call of the Chair.

Duncan McPhail, Mayor

Jana Nethercott, Deputy Clerk