



Municipality of West Elgin

Minutes

Council Meeting

June 13, 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. Morgan-Beunen, CBO
H. James, Planner
T. Mohan, Drainage Superintendent
J. Nethercott, Deputy Clerk
M. Fletcher, Administrative Assistant

Also Present: J. Gonyou, Elgin County CAO
A. Smith, General Manager Elgin County Economic Development

1. Call to Order

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

2. Adoption of Agenda

Resolution No. 2019-307

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council hereby adopts the Agenda as presented.

Disposition: Carried

3. Disclosure of Pecuniary Interest

None.

4. Public Meeting

Resolution No. 2019-308

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That Council proceed into a Public Meeting pursuant to Section 34 of the *Planning Act, R.S.O. 1990*.

Disposition: Carried

Council reconvened the regular meeting of Council at 9:32 a.m.

5. Delegations

5.1. J. Gonyou, Elgin County CAO & D. McPhail, Warden - Elgin County Services 2019 and Beyond

Mayor McPhail welcomed Ms. Gonyou and thanked her for attending. J. Gonyou extended appreciation to Municipality of West Elgin Roads Department for their excellent work in helping maintain County roads. Ms. Gonyou shared a power point presentation of the vision for Elgin County for 2019 and beyond.

Resolution No. 2019-311

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the delegation from Julie Gonyou, CAO of Elgin County and Duncan McPhail, Elgin County Warden.

Disposition: Carried

5.2. A. Smith, General Manager, Economic Development, County of Elgin – Elgincentsives Amendment

Mayor McPhail thanked Mr. Smith for attending Council. Mr. Smith provided Council with an overview of the current Elgincentsives program and the proposed expansion of this program.

Resolution No. 2019-312

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby receives the delegation from Alan Smith, General Manager of Economic Development for the County of Elgin re: Elgincentsives Amendment.

Disposition: Carried

6. Minutes

Resolution No. 2019-313

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That minutes of the Regular Council Meeting, Public Meeting and Committee of Adjustment on May 23, 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 explained, in detail, the role of the Weed Inspector. He also stated that phragmites is not identified by the Province as a noxious weed. Mayor McPhail opened the floor to a member of the public in the gallery, Mr. Randy Reiss. Mr. Reiss expressed concern and frustration in regards to contacting the County Weed Inspector, in particular difficulty in contacting a replacement if the Weed Inspector is away. Mayor McPhail stated that the County CAO should be contacted in order to be directed to the back-up Weed Inspector.

8.2. Economic Development Committee

8.3. Port Glasgow Trailer Park Committee

8.3.1. Minutes of Meeting April 9, 2019

8.3.2. Recommendation:

Resolution No. 2019-314

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council approve the Terms of Reference for the Port Glasgow Trailer Park Committee, as submitted.

Disposition: Carried

Deputy Mayor Leatham stated that at the last committee meeting a member became aggressive in questioning staff members present. Deputy Mayor Leatham noted that as Chair he needed to be firm in moving forward with the business of the agenda. Councillor Rowe also supported this as well as the position of staff.

Councillor Rowe advised that septic bed number 1 may require further repair. Council decided that taking any action should wait until an engineer evaluates the entire system.

Councillor Rowe stated that she had been in contact with a local metal worker regarding design of the memorial gate. She passed the information onto the staff in order to proceed.

Councillor Rowe reported that one seasonal site has had significant drainage problems. Mr. Mohan, Drainage Superintendent, will review the drainage in this area.

Councillor Rowe advised that it was reported that an ambulance had difficulty navigating the roads in Port Glasgow Trailer Park and the Committee suggested a large map be placed at the entrance of the park. Council directed staff to contact the Emergency Responders to see what information would be preferred.

8.4. West Elgin Community Centre Board of Management

8.4.1. Minutes of Meeting April 10, 2019

8.5. West Elgin Recreation Committee

8.5.1. Minutes of Meeting April 16, 2019

Councillor Cammaert reported that Canada Day Celebration is progressing. She and Councillor Tellier will now be running the Kids Craft table.

8.6. Community Policing Committee

8.6.1. Minutes of Meeting April 10, 2019

Deputy Mayor Leatham stated that they did not have quorum for the meeting, due to illness and personal matters. He reported that the Committee discussed a police car traveling through downtown Rodney at considerable speed and the community concerns regarding this incident. Council requested staff to send a letter to the Police Services Board, expressing concern.

Councillor Cammaert reported that West Elgin is one of the safest communities in Elgin and would like to remind the public of this fact. Councillor Cammaert also explained that there are frequent complaints regarding speed, on certain roads, and that the Committee discussed bringing the issue to the MP for the area.

8.7. Four Counties Transit Board

8.8. Healthy Communities Partnership Committee

Councillor Rowe reported that the last meeting was on June 3, 2019. She advised that the Committee will be requesting a delegation and drafting a letter asking West Elgin Council to support the trail study in principle.

8.9. Lower Thames Conservation Authority

Deputy Mayor Leatham reported that due to funding cuts in order to maintain current services, a hiring freeze will be considered.

8.10. Tri-County Water Board of Management

8.11. West Elgin Health Centre Support Planning Committee

8.12. West Lorne Heritage Homes Board of Directors

8.13. Haven's Lake Road Committee

8.14. Port Glasgow Erosion Committee

Councillor Rowe reported that they are looking into having a meeting with Pete Spence, to get more information, in order to move forward.

8.15. Rodney Aldborough Agricultural Society

Council recessed at 10:57 a.m. and reconvened at 11:13 a.m.

9. Staff Reports

9.1. Building

9.1.1. J. Morgan-Beunen, CBO – Monthly Building Permit Report – May 2019

Mayor McPhail inquired about permit issues with residents at the Port Glasgow Trailer Park. Jackie Morgan-Beunen, CBO stated that she had put together a guide for applying for permits to clarify what is required from trailer park residents.

Resolution No. 2019-315

Moved: Councillor Tellier

Seconded: Councillor Rowe

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

Disposition: Carried

9.2. By-Law Enforcement

9.3. Emergency Management/ Fire

9.4. Municipal Drains

9.4.1. T. Mohan, Drainage Superintendent – McColl Drain Tender Award

Resolution No. 2019-316

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council receives the report from Tom Mohan, Drainage Superintendent re: McColl Drain Tender Award; and

That West Elgin Council hereby award the tender for the construction of the McColl Drain to the lowest bidder, Timmermans Drainage, in the amount of \$69,685.00 plus applicable taxes.

Disposition: Carried

9.4.2. T. Mohan Drainage Superintendent – Hampton Drain Tender Award

Resolution No. 2019-317

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council receives the report from Tom Mohan, Drainage Superintendent re: Hampton Drain Tender Award; and

That West Elgin Council hereby award the tender for the construction of the Hampton Drain to the lowest bidder, Darrel Dick Excavating, in the amount of \$21,125.00 plus applicable taxes.

Disposition: Carried

9.4.3. T. Mohan Drainage Superintendent – Moody Drain Tender Award

Resolution No. 2019-318

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council receives the report from Tom Mohan, Drainage Superintendent re: Moody Drain Tender Award; and

That West Elgin Council hereby award the tender for the construction of the Moody Drain to the lowest bidder, Timmermans Drainage in the amount of \$59,652.00 plus applicable taxes.

Disposition: Carried

9.4.4. T. Mohan Drainage Superintendent – Weeks Drain Tender Award

Resolution No. 2019-319

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council receives the report from Tom Mohan, Drainage Superintendent re: Weeks Drain Tender Award; and

That West Elgin Council hereby award the tender for the construction of the Weeks Drain to the lowest bidder, Van Gorp Drainage and Excavating, in the amount of \$30,083.30 plus applicable taxes.

Disposition: Carried

9.5. Public Works

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

Councillor Cammaert expressed thanks to the Public Works Department for the speed at which a fallen tree was addressed recently.

Councillor Rowe stated that the Great Trail signs are faded and requested staff look into replacing them.

Mayor McPhail inquired about the status of the Accessible Parking spots in Rodney. Public Works Superintendent Lee Gosnell advised that the County of Elgin Engineer has given approval and that the work will begin shortly.

Mayor McPhail expressed frustration about the lack of weed spraying within the Municipality. Mr. Gosnell advised that licensing documentation from a private contractor was required before the work could begin.

Mayor McPhail inquired about the grass cutting at the entrances to the Municipality. Mr. Gosnell advised that safety is the primary concern, specifically the maintenance of sightlines; however, extra attention is given to the entrances of the communities in the Municipality. Mayor McPhail stated that due to the weather the progress of grass cutting has most likely been delayed through no fault of staff. He noted the importance of having the entrances to Rodney and West Lorne tidy and welcoming.

Resolution No. 2019-320

Moved: Councillor Tellier

Seconded: Councillor Cammaert

That West Elgin Council receives the report from Lee Gosnell, Public Works Superintendent Re: Roads Monthly Report for May 2019, for information.

Disposition: Carried

9.6. Recreation

9.7. Treasury

9.7.1. M. Badura, Treasurer – Electronic Mail Sign Up Incentives

Resolution No. 2019-321

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That West Elgin Council receives the report from Magda Badura, Treasurer re: Electronic Mail Sign up Incentives; and

That West Elgin Council approves up to \$500.00 be allocated to the purchase of incentive prizes for residents who sign up for Electronic Mail Billing, with random draws taking place monthly.

Disposition: Carried

9.8. Planning

9.8.1. H. James, Planner – Request for Refund for Zoning By-law Amendment Application

Resolution No. 2019-322

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from the municipal planner re request for refund for a zoning by-law amendment application; and,

That West Elgin Council direct staff that no refund be issued on the application in question.

Disposition: Carried

9.8.2. H. James, Planner – Request to Declare Surplus Lands

Resolution No. 2019-323

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That West Elgin Council declare surplus municipally owned lands legally described as Part of Lots 2 and 3 Block P and Part of Powell Street Plan 165 (being Part 1 on RP 11R-2809) and municipally known as 120 Powell Street; and

That West Elgin Council authorize the CAO/Clerk to proceed with implementing the procedures prescribed in By-law 2019-14 being a By-law to Adopt and Maintain a Policy with Respect to the Sale and Other Disposition of Land Owned by the Municipality of West Elgin.

Disposition: Carried

9.9. Wastewater

9.10. Water

9.11. Administration

9.11.1. G. Scharback, CAO/Clerk – Amendment to Elgincentives Community Improvement Plan (CIP), 2019

Resolution No. 2019-324

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That West Elgin Council receives the report from G. Scharback, CAO/Clerk Re: Amendment to the Elgincentives Community Improvement Plan (CIP) 2019; and

That West Elgin Council hereby endorses the Elgincentives Vision and Implementation Guidelines Updated March 2019 and the Elgincentives Community Improvement Plan Template, Updated March 2019; and

That a Public Meeting, pursuant to Section 28 of the Planning Act, be scheduled on July 18, 2019 for the purpose of receiving comments on the proposed amendments to the Elgincentives Community Improvement Plan for the Municipality of West Elgin.

Disposition: Carried

9.11.2. G. Scharback, CAO/Clerk – Special Meeting with Port Glasgow Yacht Club

West Elgin Council receives the report from G. Scharback, CAO/Clerk re: Special Meeting with Port Glasgow Yacht Club; and

Council requested that the CAO/Clerk send out options for dates for the meeting via email.

9.11.3. G. Scharback, CAO/Clerk – Bill 107 & Bill 108 Proposed Changes to Legislation

Resolution No. 2019-325

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council receives the report from G. Scharback, CAO/Clerk re: Bill 107 & Bill 108 – Proposed changes to Legislation for information.

Disposition: Carried

10. Accounts

Resolution No. 2019-326

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #6 amounting to \$636,285.21 in settlement of General, Road, Water and Arena Accounts (including cheques # 24938-24967 & EFT# 1440-1543, online Payments# 220-227 and Payroll PP11-12).

Disposition: Carried

Council recessed at 12:03 p.m. and reconvened at 12:43 p.m.

Resolution No. 2019-327

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby resolves that Council proceed past curfew.

Disposition: Carried

Council proceeded to agenda item 13.

13. Correspondence

- 13.1. Province of Ontario** – News Release : St Thomas Mobile Crisis Intervention Team
- 13.2. Province of Ontario** – OSPCA Amendment Act, 2019
- 13.3. Municipality of New Tecumseth** – Reduction in Provincial Funding to Libraries
- 13.4. Town of Arnprior** – Support of Town of Aurora Opposition to Bill 108, More Homes, More Choice Act, 2019
- 13.5. Central Frontenac** – Opposition to Bill 108, More Homes, More Choice Act, 2019
- 13.6. City of Guelph** – Oppose Bill 108, More Homes, More Choice Act, 2019
- 13.7. Halton Region** – Bill 108, More Homes, More Choice Act, 2019

- 13.8. Township of Muskoka** – Bill 108, More Homes, More Choice Act, 2019
- 13.9. Town of Newmarket** – Motion Bill 108 Ontario Municipal Board Changes
- 13.10. Township of Norwich** – Response to Bill 108, More Homes, More Choice Act, 2019
- 13.11. City of Toronto** – Proposed Bill 108 and the Proposed Housing Supply Action Plan
- 13.12. York Region** – Bill 108 More Homes, More Choice Act, 2019
- 13.13. West Lorne Lawn Bowling** – Request for Letter of Support

West Elgin Council directed staff to send a letter of support to the West Lorne Lawn Bowling Club.

13.14. AMO – Delegation Request Form for Annual Conference

Council directed staff to submit a request for a delegation with the Education Minister at the Association of Municipalities Annual Conference.

13.15. Four Counties Health Services Foundation– Spring Newsletter

13.16. West Elgin Community Health Centre – 25th Anniversary Save the Date

Resolution No. 2019-328

Moved: Councillor Tellier

Seconded: Councillor Rowe

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

Disposition: Carried

Council proceeded to agenda item 11 at 12:54 p.m.

11. Notice of Motion

11.1. Resolution No. 2019-329

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby request the CAO/Clerk to report back on options and pricing for third party consultants to complete an organizational and service delivery review of municipal departments; and

That the CAO/Clerk be directed to proceed with an in-house review of Recreation Department service delivery at this time.

Disposition: Carried

11.2. Resolution No. 2019-330

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That West Elgin Recreation Staff assume maintenance of the Eagle Ponds Nature Park grounds and trail to allow usage by walkers.

Disposition: Carried

11.3. Moved: Councillor Rowe
Seconded: Deputy Mayor Leatham

That the Municipality of West Elgin form a Phragmites Working Group. Committee to consist of member(s) of Council, appropriate Municipal staff, member appointed from West Elgin Nature Club, member from Elgin Phragmites Working Group, member from WESS Environmental Learning Program, and another interested member of the community.

Goals: to enhance community knowledge of Municipal measures to date that address phragmites control in the Municipality; to share learnings on phragmites control with committee members and the community; to liaise with other local and provincial groups; to consider ways that community groups may support/assist with Municipal phragmites control; to give input on steps including budget needed for Municipal phragmites control.

Disposition: Defeated

Council requested that Councillor Rowe report back to Council on any community initiatives relating to phragmites.

12. Council Announcements

Councillor Cammaert stated that a resident came forward requesting that Council review the Property Standards By-Law and the possibility of increasing fines for repeat offenders. Council directed staff to prepare a report on the possibility of amending the Property Standards By-Law to include increasing fines for repeat offenders.

Councillor Tellier stated that the Padfield family would like to purchase an extra sign as part of the renaming of West Alley to Padfield Lane. She also announced that the Rodney Legion has requested from the County of Elgin that a Legion directional sign be placed on Furnival Road.

Councillor Tellier stated that she and Deputy Mayor Leatham attended a meeting with the Thames Valley District School Board. The School Board is interested in working with municipal councils to maximize the use of their school buildings.

Deputy Mayor Leatham stated he would like to invite the Elgin County School Board Trustee as a delegation to Council.

Councillor Rowe announced that the Ministry of the Environment posted final amendments for regulating wind turbines. She stated it is imperative that Council update the Zoning By-Law to reflect the new requirements, and that staff should reach out to municipal associations in regard to the wording of such amendments. Council requested the CAO/Clerk to raise the issue at the next Elgin County CAO's meeting.

Councillor Rowe announced that Council was invited to Backus-Page House Museum for the Landing of the Settlers event, as well as a retirement party for Shelly Fleming at the library.

Council proceeded to agenda item 14 at 1:48 pm.

14. Closed Session

Resolution No. 2019-331

Moved: Councillor Tellier

Seconded: Councillor Rowe

That the Council of the Corporation of the Municipality of West Elgin hereby proceed in Closed Session at 1:48 p.m. in order to address:

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

Disposition: Carried

Council reconvened in open Council at 3:18 p.m.

15. Report from Closed Session

Mayor McPhail reported that Council addressed matters related to proposed or pending acquisition or disposition of land by the municipality or local board, personal matters pertaining to an identifiable individual, including municipal or local board employees, and advice that is subject to solicitor-client privilege, including communications necessary for that purpose, and provided direction to staff.

16. By-Laws

16.1. 2019-53 Tax Levy By-Law

Resolution No. 2019-332

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That By-law 2019-53 being a By-Law to set the 2019 Transition Ratios and to Levy Taxes for the Year 2019 and to Establish Special Area Charges for Garbage Collection, be passed a first, second and third and final time.

Disposition: Carried

16.2. 2019-54 Rezone Property at 25970 Thomson Line

Resolution No. 2019-333

Moved: Councillor Rowe

Seconded: Councillor Tellier

That By-law 2019-54 being a By-Law to amend The Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property located at 25970 Thomson Line, be read a first, second and third and final time.

Disposition: Carried

17. Confirming By-Law

Resolution No. 2019-334

Moved: Councillor Rowe

Seconded: Councillor Tellier

That By-Law 2019-55 being a by-law to confirm the proceeding of the meeting of Council held on June 13, 2019, be read a first, second and third and final time.

Disposition: Carried

18. Adjournment

Resolution No. 2019-335

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That Council of the Corporation of the Municipality of West Elgin hereby adjourn at 3:26 p.m. to meet again at 9:30 a.m. on June 27, 2019 or at the call of the Chair.

Disposition: Carried.

Duncan McPhail, Mayor

Jana Nethercott, Deputy Clerk