



MUNICIPALITY OF  
**West Elgin**

and



Municipality of  
**Dutton Dunwich**

## Minutes

**Joint Meeting of West Elgin and Dutton Dunwich Councils  
Monday February 4, 2019, 5:00 p.m.**

**West Elgin Council Chambers, 22413 Hoskins Line, Rodney**

**Present:**  
**West Elgin**  
Mayor McPhail  
Deputy Mayor Leatham  
Councillor Cammaert  
Councillor Rowe  
Councillor Tellier

**Present:**  
**Dutton Dunwich**  
Mayor Purcell  
Deputy Mayor Hentz  
Councillor Corneil  
Councillor Drouillard  
Councillor Loveland

**Staff Present:**  
G. Scharback, CAO/Clerk West Elgin  
H. Bouw, Clerk Dutton Dunwich  
J. McMillan, Treasurer Dutton Dunwich  
J. Slater, Recreation Superintendent West Elgin  
J. Nethercott, Deputy Clerk West Elgin

### 1. Call to Order

Mayor McPhail called the meeting to order at 5:15 p.m.

### 2. Disclosure of Pecuniary Interest

None.

### 3. Discussion Items

#### 3.1. West Elgin Community Centre Board of Management

- Operating Agreement

Mayor McPhail provided an overview of the Enacting Agreement and the history of the creation of the Board of Management. Mayor Purcell stated that from Dutton Dunwich perspective the agreement has been working, however they believe that something must be done to get the arena usage increased to generate more income ensure sustainability. Dutton Dunwich doesn't feel they should have to pay for parking lot as it was never approved by their Council; however, they have no issues with the portion of the invoice relating to the condenser replacement. Mayor McPhail apologized to Dutton Dunwich on behalf of West Elgin and stated that it never should have gotten to that point as looking at the Arena Board minutes never reflected that the paving of the parking lot was approved through the Board, just at West Elgin Council. Mayor Purcell then requested that an invoice be reissued for their share of condenser. Mayor McPhail stated that a resolution will be coming to the next West Elgin Council meeting to approve the invoice being reissued for Dutton Dunwich's share of the condenser.

Deputy Mayor Hentz stated that since the share of costs are based on user numbers he believes that an updated count of users' needs to be obtained as soon as possible so that the costs can be divided accurately.

Councillor Corneil stated that her biggest concern is also having accurate user numbers that can be made public as well as a breakdown of the number of users by time and event. She inquired if there was a way to take other user groups into consideration for the user count. Recreation Superintendent Mr. Slater stated that as the Figure Skating Club and West Lorne Minor Hockey are the only groups that have registration which is why their data is used to calculate the user numbers for the agreement.

A brainstorming discussion on what can be done to increase use and rental income for the West Elgin Arena followed, with many ideas submitted such as advertising un-used ice to hockey teams and figure skating clubs in other municipalities that struggle to get ice time through the assistance of the Ontario Recreation Facilities Association, offering new programming during the summer months, and public consultations to see what the users want in forms of programming.

Mayor McPhail stated that at the next meeting of the West Elgin Community Centre Board of Management West Elgin's CAO/Clerk Genevieve Scharback will attend to present a summary of this meeting to the Board.

- **Draft 2019 Budget and Forecast**

The 2019 Preliminary Operating Budget was discussed and shall be addressed by the West Elgin Community Centre Board of Management at their upcoming meeting.

### **3.2. 2019 Municipal Hazardous/Special Waste Event**

CAO/Clerk Genevieve Scharback provided an overview of the successful 2018 Municipal Hazardous/Special Waste Event. All agreed the event is well received in both communities and wish it to continue into 2019.

### **3.3. Shared Services – Chief Building Official**

CAO/Clerk Genevieve Scharback provided update on the Shared Services Agreement for the Chief Building Official and that Agreement will be coming soon to both Council's for approval, that currently the 50/50 share of the services of the Chief Building Official has been working well for both municipalities.

### **4. New Business**

Mayor McPhail inquired if Dutton Dunwich Council had any need to share with West Elgin the purchase of moveable Grandstands for events. These moveable Grandstands were used at the 2018 Rodney Fair with great success. Mayor Purcell said at this time he was unaware of any need for such Grandstands, however any details West Elgin has on these would be welcomed to allow for Council to investigate a future need or use.

### **5. Adjournment**

**Moved By: Councillor Rowe**  
**Seconded By: Councillor Cammaert**

That the Joint Meeting of Council between the Municipality of Dutton Dunwich and the Municipality of West Elgin hereby adjourn at 6:20 p.m.

**Disposition: Carried.**

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Duncan McPhail  
Mayor

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Jana Nethercott  
Deputy Clerk