



Municipality of West Elgin

Minutes

Council Meeting

May 11, 2023, 9:30 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Present:
Deputy Mayor R. Leatham
Councillor T. Tellier
Councillor Navackas
Councillor Denning
Magda Badura

Staff Present:
M. Badura, CAO/ Treasurer
L. Gosnell, Manager of Operations & Community Services
Jeff McArthur, Fire Chief
Robert Brown, Planner
Corey Pemberton, CBO
Deborah Daub, Deputy Treasurer
Heather Bouw, Clerk

**This Meeting was held in Hybrid format and the recording available at
www.westelgin.net (pending no technical difficulties)**

1. Call to Order

Deputy Mayor Leatham called the meeting to order at 9:34 a.m.

1.1 Announcement

The Clerk noted one addition to the Agenda. The additional item will be discussed in the Closed Session as Item #2 - Personal Matters about an Identifiable Individual - Section 239(2)(b) of the Municipal Act. The Clerk

also reminded everyone that the recording of this meeting will stop after the resolution of Council entering into the Closed Session has been read. The Council Chamber doors will be closed during the Closed Session, and will be re-opened for anyone wishing to attend in person for Council's rise and report resolution, the confirming by-law resolution and the adjournment.

2. Adoption of Agenda

Moved: Councillor Navackas

Seconded: Councillor Denning

That the Council of the Municipality of West Elgin hereby adopts the Agenda as presented.

Carried

4. Presentation - Jennifer Kirkham, Michevious Cat Productions - Strategic Plan 2023-2026

Jennifer Kirkham is leading Council through the steps of developing West Elgin's 2023-2026 Strategic Plan. Council's initial discussion with Ms. Kirkham included sharing comments heard during their election campaigns, impacts Councillors want to have in their term of Council, as well as their thoughts on our strategic focus for the next 4 years. Next steps include:

1. Community Online Survey (June 2023);
2. Online focus group (Summer 2023);
3. Working sessions with Council to develop the Strategic Plan (Sept-Oct 2023)

5. Delegation

5.1 J. Hanlon - Municipal Food Waste Diversion Program

Jacob Hanlon representing Foodcycle Science provided Council with a presentation on the FoodCycler. Food waste is added to the FoodCycler and the by-product is a dry, sterile, odourless and nutrient-rich biomass that can be added to garden soil, used by community gardens, added to backyard composters as well as other applications. The FoodCycler provides a means for all household to directly participate in organic diversion. Mr. Hanlon outlined a 12 week pilot program should Council

wish to participate. No decision to participate was made by Council at this time.

6. Adoption of Minutes

Moved: Councillor Tellier

Seconded: Councillor Navackas

That the Minutes of the April 27, 2023 West Elgin Council meeting be adopted as circulated and printed.

Carried

7. Business Arising from Minutes

None

8. Consent Agenda

Moved: Councillor Denning

Seconded: Councillor Navackas

That the Consent Agenda for May 11, 2023 be received and filed.

Carried

8.1 Monthly Staff Reports

8.1.1 Building Department Summary Report - April 2023

8.1.2 Building Department - Comparison Report April 2023

8.1.3 J. McArthur - Fire Chief Monthly Report - April 2023

8.1.4 J. McArthur - Fire Chief - Incident Summary Report - 2022

**8.1.5 L. Gosnell, Manager of Operations & Community Services -
Monthly Report April 2023**

8.2 Communications from Other Municipalities

**8.2.1 County of Elgin - Road Safety Concerns - Aldborough Public
School**

8.2.2 Elgin County Council Highlights - April 25, 2023

8.2.3 County of Elgin - Emergency Preparedness Week 2023

8.2.4 Regional Municipality of Waterloo - Notice of Motion

8.2.5 Town of Bracebridge - School Bus Stop Arm Camera

8.2.6 Town of Cochran - Barriers for Women in Politics

8.2.7 Township of Puslinch - Roadside Litter on Highway 401

8.3 Procurement Items within Budget

8.4 Other Items

8.4.1 Ann Smith - Old Town Hall Committee Composition

Councillor Tellier requested that a letter be sent to Ann Smith explaining Council's determination of the committee composition.

8.4.2 Ministry of Economic Development, Job Creation & Trade - Strengthening Ontario's Competitiveness for Future Investments

8.4.3 Enbridge - Third Party Locate Charge

8.4.4 MPAC - Annual Report, Performance Report, Financials

8.4.5 Southwestern Public Health - COVID-19 Data Dashboard Paused

9. Staff Reports

9.1 Municipal Drains

9.1.1 Section 78 - Notice of Request for Drain Major Improvement - Lamont Drain

Moved: Councillor Denning

Seconded: Councillor Tellier

That the Council of the Municipality of West Elgin receives and decides to proceed with the Lamont Drain improvement request under Section 78 of the Drainage Act received from the Municipality of West Elgin Public Works Department, and instructs the Clerk to notify LTVCA as required under S.78(2) of the Drainage Act for drainage improvements; and

That the requesting landowner be notified of Council's decision to proceed; and

That an engineer be appointed under the appropriate section of the Drainage Act after the 30-day time period from the notice of

Council's decision was sent to the LTVCA and OMAFRA has passed.

Carried

9.2 Planning

9.2.1 Severance Application E24-23 - Comments to Elgin County - 25785 McMurchy Line

Moved: Councillor Navackas

Seconded: Councillor Denning

That the Council of the Municipality of West Elgin hereby receives the report from Robert Brown, Planner regarding Severance Application File E24-23 - Comments to Elgin County (Planning Report 2023-019); and

That the Council of the Municipality of West Elgin hereby recommends approval to the Land Division Committee of the County of Elgin for Severance Application File E24-23, subject to the Lower-Tier Municipality conditions in Appendix Two (2) of this report; and

Further That the Council of the Municipality of West Elgin directs administration to provide this report as municipal comments to the County of Elgin.

Carried

9.3 Finance/Administration

9.3.1 M. Badura. CAO/Treasurer - 2023 Old Town Hall Insurance Premiums

Moved: Councillor Tellier

Seconded: Councillor Navackas

That the Council of the Municipality of West Elgin hereby receives the report from M. Badura, CAO/Treasurer, 2023 Old Town Hall Insurance Premiums for information; and

That Council approves amending insurance coverage for the Old Town Hall by approving Option #1 to an Actual Cash Value basis of settlement of \$1,205,800, subject to a minimum \$10,000 deductible

(limit estimated by the risk management services), which will increase the annual premium by an additional \$11,530.00.

Carried

10. Committee and Board Report

10.1 Councillor Reports from Committees

Councillor Navackas reported on the May 9, 2023 meeting of Four Counties Transportation Services noting that a new part-time driver, Albert Schmitchen, has been hired and that the delivery date for the transit vehicle has been delayed until July.

11. Accounts

Moved: Councillor Navackas

Seconded: Councillor Tellier

That the Deputy Mayor and Treasurer of the Municipality of West Elgin are hereby authorized to sign Payment Voucher #5 amounting to \$421,594.54 in settlement of General, Road, Water and Arena Accounts including EFT #6591-77; online Payments #1159-1164; Cheque #26169-26180 and Payroll PP09.

Carried

12. Council Inquires/Announcements

12.1 Notice of Motion

Moved: Councillor Denning

Seconded: Councillor Tellier

That staff investigate the feasibility of potentially selling or donating the municipally owned former rail corridor between Blacks Road and Furnival Road to LTVCA.

Carried

12.2 Statements/Inquires by Councillors

13. Closed Session

Moved: Councillor Navackas

Seconded: Councillor Denning

That the Council of the Municipality of West Elgin Council hereby proceeds into a session of the meeting that shall be closed to the public at 10:44 a.m. in accordance with Section 239(2) of the Municipal Act, S.O. 2001, c.25 for discussion of the following matters:

1. Security of Municipal Property - Section 239(2)(a) of the Municipal Act.
2. Personal Matters about an Identifiable Individual - Section 239(2)(b) of the Municipal Act.

Carried

14. Report from Closed Session

Moved: Councillor Tellier

Seconded: Councillor Navackas

That the Council of the Municipality of West Elgin hereby comes out of the Closed Session at 12:12 p.m. and the regular meeting re-convenes.

Carried

15. Confirming By-Law

Moved: Councillor Tellier

Seconded: Councillor Denning

That By-law 2023-36 being a By-law to confirm the proceeding of the Regular Meeting of Council of the Municipality of West Elgin held on May 11, 2023, be read a first, second and third and final time.

Carried

16. Adjournment

Moved: Councillor Navackas

Seconded: Councillor Tellier

That the Council of the Municipality of West Elgin hereby adjourn at 12:13 p.m. to meet again at 9:30 a.m. on May 25, 2023 or at the call of the Chair.

Carried

Richard Leatham, Deputy Mayor

Heather Bouw, Clerk