



Municipality of West Elgin

Minutes

Council Meeting

March 14, 2024, 4:00 p.m.
Council Chambers
160 Main Street
West Lorne

Present: Deputy Mayor Tellier
Councillor Navackas
Councillor Denning
Councillor Statham

Regrets: Mayor Leatham

Staff Present: M. Badura, CAO/ Treasurer
L. Gosnell, Manager of Operations & Community Services
Jeff McArthur, Fire Chief
Robert Brown, Planner
Terri Towstiuc, Clerk

Council Meetings are held in-person at 160 Main Street, West Lorne, and the post-meeting recording available at www.westelgin.net, when available (pending no technical difficulties).

1. Call to Order

Deputy Mayor Tellier called the meeting to order at 4:00 pm.

2. Adoption of Agenda

Resolution No. 2024- 80

Moved: Councillor Statham

Seconded: Councillor Navackas

That West Elgin Council hereby adopts the Regular Council Agenda for March 14, 2024, as presented.

Carried

3. Disclosure of Pecuniary Interest

3.1 Councillor Denning - Civil Marriage Solemnization

4. Public Meeting, Zoning By-law Amendment Application 1-2024, 23577 & 23667 Gray Line

Resolution No. 2024- 81

Moved: Councillor Navackas

Seconded: Councillor Statham

That West Elgin Council hereby proceeds into a Public Meeting pursuant to the *Planning Act*.

Carried

4.1 Planners Report

Resolution No. 2024- 82

Moved: Councillor Denning

Seconded: Councillor Navackas

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding the removal of the H-Holding symbol from properties located on the south side of Gray Line, being part of Part of Lot 11, Concession 14, Parts 1 and 2, RP 11R 9430, known as 23577 and 23667 Gray Line.

That Council for the Municipality of West Elgin consider the By-law to remove the H-Holding symbol for the lands located at 23577 and 23667 Gray Line as presented in the By-law portion of the Council agenda for March 14, 2024.

Carried

4.2 Council Comments

None.

4.3 Public Comments

None.

4.4 Written Comments Received

None.

4.5 Adjournment of Public Meeting

Resolution No. 2024- 83

Moved: Councillor Navackas
Seconded: Councillor Statham

That West Elgin Council hereby adjourn the Public Meeting, pursuant to the *Planning Act*, and reconvene into regular session.

Carried

5. Presentation of the 2024 Water, Sewage and Trailer Park Budget

Resolution No. 2024- 84

Moved: Councillor Denning
Seconded: Councillor Navackas

That West Elgin Council hereby receives the report from M. Badura CAO/Treasurer re: 2024 Water, Sewage and Port Glasgow Trailer Park Budget, for information and discussion purposes.

Carried

6. Adoption of Minutes

Resolution No. 2024- 85

Moved: Councillor Navackas
Seconded: Councillor Statham

That West Elgin Council hereby adopt the Minutes of February 22, 2024, as presented.

Carried

6.1 Committee and Board Minutes

Resolution No. 2024- 86

Moved: Councillor Navackas
Seconded: Councillor Statham

That West Elgin Council hereby acknowledge receipt of the West Elgin Community Centre Board minutes of January 10 and February 14, 2024; And the Recreation Committee minutes of January 17, 2024; And the Tri-County Water board minutes of February 6, 2024; And the Old Town Hall Committee minutes of March 7, 2024, as presented.

Carried

7. Business Arising from Minutes

None.

8. Staff Reports

8.1 Building

Resolution No. 2024- 87

Moved: Councillor Navackas

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Corey Pemberton, Chief Building Official Re: Building Department Summary Report for the month of February 2024.

Carried

8.2 Fire

8.2.1 Monthly Activity Report, January and February 2024

Resolution No. 2024- 88

Moved: Councillor Navackas

Seconded: Councillor Denning

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief re: January & February 2024 Fire Report, for information purposes.

Carried

8.2.2 Duplicate Road Names

Resolution No. 2024- 89

Moved: Councillor Statham

Seconded: Councillor Navackas

That West Elgin Council approve staff to proceed with renaming streets with duplicate names within the municipality, to eliminate emergency service dispatch confusion and response delay.

Carried

Break for ten (10) Minutes.

8.3 Municipal Drains

8.3.1 T. Towstiuc, Clerk - Re-Appportionment of Drainage Assessment for Various Drain (Land Severances)

Resolution No. 2024- 90

Moved: Councillor Navackas

Seconded: Councillor Denning

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Apportionment of Drainage Assessment for the Hoy, Douglas Street, No. 2, No.2 Johnston Culvert, Morden, Lindenman, McEachren and McCallum Branch, Government Drain No. 1 North, Wismer Drain No. 2, and Mills Municipal Drains, due to Severance of Land, Pursuant to the Drainage Act, R.S. O. 1990; And

That West Elgin Council hereby approves the Apportionment of the Drainage Assessment Agreement for the attached drains, as part of various severance applications, as presented.

Carried

8.4 Operations & Community Services

8.4.1 Monthly Update, February 2024

Resolution No. 2024- 91

Moved: Councillor Statham

Seconded: Councillor Navackas

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services for information purposes.

Carried

8.4.2 2024 Gravel Tender Results

Resolution No. 2024- 92

Moved: Councillor Navackas

Seconded: Councillor Denning

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and

That West Elgin Council hereby grants pre-budget approval in the amount of \$338,700.00 plus applicable taxes from Johnston Brothers Ltd. for supply, haul & spread of maintenance gravel for 2024.

Carried

8.4.3 2024 Line Painting Tender Results

Resolution No. 2024- 93

Moved: Councillor Statham

Seconded: Councillor Navackas

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and

That West Elgin Council hereby grants pre-budget approval for the tender amount of \$61,628.00 plus applicable taxes from RanN Maintenance of Guelph ON for line painting services.

Carried

8.4.4 2024 Dust Suppressant Tender Results

Resolution No. 2024- 94

Moved: Councillor Navackas

Seconded: Councillor Denning

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and

That West Elgin Council hereby grants pre-budget approval in the amount of \$281,250.00 plus applicable taxes as submitted by Pollard Distribution Inc. of Harrow ON for supply and application of dust suppressant during the 2024 season.

Carried

8.4.5 West Lorne Library Roof Replacement

Resolution No. 2024- 95

Moved: Councillor Navackas

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and

That West Elgin Council hereby grants pre-budget approval for the quoted amount of \$17,180.00 plus applicable taxes from Elgin Roofing of Aylmer for replacement of the TPO Flat Roof above the West Lorne Library.

Carried

8.5 Water

8.5.1 2023 Summary Report for the West Elgin Distribution System

Resolution No. 2024- 96

Moved: Councillor Navackas

Seconded: Councillor Denning

That West Elgin Council hereby receive the 2023 West Elgin Distribution System Annual Summary Report, dated February 20, 2024 from Terri-Lynn Thomson, Process and Compliance Technician, Ontario Clean Water Agency, in accordance with O. Reg 170/03, under the *Safe Drinking Water Act*.

Carried

8.6 Clerk's

8.6.1 Administration Monthly Update

Resolution No. 2024- 97

Moved: Councillor Navackas

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Monthly Update, including January & February 2024, for information purposes only.

Carried

8.6.2 Development Charges Proposal and Quote

Resolution No. 2024- 98

Moved: Councillor Denning

Seconded: Councillor Navackas

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Development Charges Study Proposal and Quote; And

That Council hereby direct staff to proceed with the Development Charges Background Study and By-law as proposed by Watson and Associates, at an estimated cost of \$29,900, plus applicable taxes.

Carried

8.6.3 Civil Marriage Solemnization

Councillor Denning declared a conflict on this item.

Resolution No. 2024- 99

Moved: Councillor Navackas

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Civil Marriage Solemnization; And

That West Elgin Council hereby withdraw the Civil Marriage Ceremony from services offered at West Elgin.; And

That council direct staff to update the corresponding by-laws and procedures, at a future meeting of Council.

Carried

8.6.4 Community Grant Applications

Resolution No. 2024- 100

Moved: Councillor Navackas

Seconded: Councillor Denning

That West Elgin Council hereby receives the Community Grant Application report from Terri Towstiuc, Clerk; And

That West Elgin Council hereby approve the in-kind grant applications for the requested amounts.

Carried

8.7 Finance/Administration

8.7.1 Safe Restart Funding

Resolution No. 2024- 101

Moved: Councillor Denning

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Safe Restart Funding and that the Municipal Council authorizes the refund payment in the amount of \$6,838.00 of unused funding to the Ministry of Transportation.

Carried

9. Committee and Board Reports or Updates

9.1 Rodney Park Committee

Councillor Statham advised the Rodney Park Committee, in collaboration with the Rodney Kiwanis Club, submitted the Ontario Trillium Fund grant, for the proposed new Rodney Park.

10. Accounts

Resolution No. 2024- 102

Moved: Councillor Statham

Seconded: Councillor Navackas

THAT the Mayor and Treasurer are hereby authorized to sign Payment Voucher #3 amounting to \$ 1,451,617.41 in settlement of General, Road, Water and Arena Accounts including Cheque number 26401-26412, EFT#7908-8000 and Payroll Pay Period 04-05.

Carried

11. Notice of Motion

11.1 Councillor Navackas - Backyard Chickens

Resolution No. 2024- 103

Moved: Councillor Navackas

Seconded: Councillor Statham

Whereas egg laying Hens in residential areas can assist in reducing food scraps, produce a natural fertilizer, rid unwanted garden pests, assist with composting and provide fresh, free-range eggs; And

Whereas the rising cost of living and food insecurities continues to burden many residents; And

Whereas West Elgin initially declined to allow residents the opportunity egg laying hens in residential areas; And

Whereas many Ontario municipalities have successfully completed a "Backyard Chicken" Pilot Project, with continuation of the program after program success;

Therefore, West Elgin Council hereby direct staff to investigate the process to allow residents to have egg laying hens in residential areas within the Municipality, and report back at an upcoming meeting of Council.

Carried

12. Council Inquires/Announcements

Deputy Mayor Tellier requested an update regarding washroom facilities for the Solar Eclipse, April 8, 2024. L. Gosnell, Manager of Operations and Community Services, advised that there will be washrooms available for public use for the day.

Deputy Mayor Tellier enquired about AED's available at the Port Glasgow Trailer Park. L. Gosnell, Manager of Operations and Community Services, advised that there are two available within the park; one in the front washroom near the food booth, and one located in the north washroom.

13. Correspondence

- 13.1 Announcement - Community Emergency Preparedness Grant
- 13.2 AMO Policy Updates
- 13.3 MECP Letter, dated February 22, 2024 Re: Ontario Environmental Assessment Projects Regulations
- 13.4 AMCTO Supports AMO's Call for a Social and Economic Prosperity Review
- 13.5 FCHS Foundation Chicken & Rib Dinner
- 13.6 Elgin St. Thomas Coalition to End Poverty, 2023 Timeline of Success
- 13.7 Thames Valley DSB - Accommodation Plan - 2023/2024
- 13.8 My Main Street Community Activator Stream
- 13.9 Free Dental Screening and Fluoride Applications Clinic - All Ages

Resolution No. 2024- 104

Moved: Councillor Statham

Seconded: Councillor Denning

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

Carried

14. Items Requiring Council Consideration

14.1 West Lorne Optimist Club, Rental Fee Waiver Request

Resolution No. 2024- 105

Moved: Councillor Navackas

Seconded: Councillor Denning

That West Elgin Council acknowledge receipt of the fee waiver request submitted by the Optimist Club of West Lorne; And

That Council approve the request to waive fees for the Recreation Centre, April 7, 2024, at a cost of \$200, plus applicable taxes, for the Quarter Auction event.

Carried

14.2 Increased Funding for Libraries and Museums

Resolution No. 2024- 106

Moved: Councillor Navackas

Seconded: Councillor Denning

That West Elgin Council hereby acknowledge receipt of the letter dated February 28, 2024, from the Town of Lincoln Re: Town of Lincoln Council Resolution RC-2024-23 - Urgent Need for Increased Funding to Libraries and Museums in Ontario,

That Council hereby direct staff to provide a letter of support, addressed to the Honourable Doug Ford; Minister of Tourism, Culture and Sport; and Association of Municipalities of Ontario (AMO).

Carried

14.3 Support Bill 21, Long Term Care Act

Resolution No. 2024- 107

Moved: Councillor Navackas

Seconded: Councillor Statham

That West Elgin Council hereby acknowledge receipt of the letter dated February 21, 2024, from the Municipality of St. Charles Re: Resolution Number 2024-036, Request for Support for Bill 21, Fixing Long Term Care Amendment Act (Till Death Do Us Part), 2022,

That Council hereby direct staff to provide a letter of support, addressed to the Honourable Doug Ford; Minister of Long-Term Care; our local Member of Parliament; our local Member of Provincial Parliament; and Association of Municipalities of Ontario (AMO). and Association of Municipalities of Ontario (AMO).

Carried

14.4 Guaranteed Livable Income

Resolution No. 2024- 108

Moved: Councillor Navackas

Seconded: Councillor Denning

That West Elgin Council hereby acknowledge receipt of the letter dated February 21, 2024, from the Municipality of St. Charles Re: Resolution Number 2024-039, Guaranteed Livable Income,

That Council hereby direct staff to provide a letter of support, addressed to Prime Minister Justin Trudeau; Premier Doug Ford; Minister of Children, Community and Social Service; our local Member of Parliament (MP); our local Member of Provincial Parliament (MPP); and Association of Municipalities of Ontario (AMO).

Carried

14.5 Uploading of municipal highway infrastructure to the Province of Ontario

Resolution No. 2024- 109

Moved: Councillor Navackas

Seconded: Councillor Statham

That West Elgin Council hereby acknowledge receipt of the letter dated February 23, 2024, from the County of Lambton Re: Uploading of Municipal Highway Infrastructure to the Province of Ontario,

That Council hereby direct staff to provide a letter of support, addressed to the Honourable Doug Ford; Minister of Transportation; our local Member of Parliament (MP); our local Member of Provincial Parliament (MPP); and Association of Municipalities of Ontario (AMO).

Carried

15. By-Laws

15.1 2024 - 19 ESRI Agreement

Resolution No. 2024- 110

Moved: Councillor Statham

Seconded: Councillor Denning

That By-law 2024-19, Being a By-law to Enter into a Multi-Jurisdiction Agreement, as an Authorized Entity, between The Corporation of the County of Elgin, including all Lower-Tier Municipalities, and Environmental Systems Research Institute, Inc. for the purpose of geographic information system (GIS) software, be read a first, second and third and final time.

Carried

15.2 2024-20, Interim Tax Levy

Resolution No. 2024- 111

Moved: Councillor Statham

Seconded: Councillor Navackas

That By-law 2024-20, Being a By-Law to Provide for an Interim Tax Levy for 2024, be read a first, second and third and final time.

Carried

15.3 2024-21, Zoning Amendment, 23577 & 23667 Gray Line

Resolution No. 2024- 112

Moved: Councillor Denning

Seconded: Councillor Navackas

That By-law 2024-21, Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 23577 & 23667 Gray Line), be read a first, second and third and final time.

Carried

15.4 2024-22 ICIP Transfer Payment Agreement, Public Transportation Stream

Resolution No. 2024- 113

Moved: Councillor Statham

Seconded: Councillor Denning

That By-law 2024-22, Being a By-law to Authorize the Execution of an Agreement between His Majesty the King in Right of The Province of Ontario represented by the Minister of Transportation for the Province of Ontario and the Corporation of the Municipality of West Elgin, for Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP), be read a first, second and third and final time.

Carried

15.5 Site Plan Agreement - 2740305 Ontario Ltd.

Resolution No. 2024- 114

Moved: Councillor Denning

Seconded: Councillor Navackas

That By-law 2024-23, Being a By-law to Authorize the Execution of a Site Plan Agreement with 2740305 Ontario Ltd (VL/SS Jane Street), be read a first, second and third and final time.

Carried

16. Closed Session

Resolution No. 2024- 115

Moved: Councillor Navackas

Seconded: Councillor Statham

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 6:45 pm, to discuss matters pursuant to Section 239 (2)

- (b), being personal matters about an identifiable individual, including municipal or local board employees;
- (d) labour relations or employee negotiations:
- (e) being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Carried

17. Report from Closed Session

Return to Open Session at 7:33 pm.

Council was presented with matters pursuant to Section 239 (2):

- (b), being personal matters about an identifiable individual, including municipal or local board employees;
- (d) labour relations or employee negotiations;
- (e) being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Council provided staff direction, as required.

18. Confirming By-Law

Resolution No. 2024- 116

Moved: Councillor Denning

Seconded: Councillor Navackas

That By-law 2024-24, being a By-law to confirm the proceeding of the Regular Meeting of Council held on March 14, 2024, be read a first, second and third and final time.

Carried

19. Adjournment

Resolution No. 2024- 117

Moved: Councillor Statham

Seconded: Councillor Navackas

That the Council of the Municipality of West Elgin hereby adjourn at 7:34 to meet again at 4:00pm, on March 28, 2024, or at the call of the Chair.

Carried

Taraesa Tellier, Deputy Mayor

Terri Towstiuc, Clerk