



# Municipality of West Elgin

## Minutes

### Council Meeting

**May 14, 2020, 9:30 a.m.**

#### **Electronic Participation Meeting**

Due to the COVID-19 Pandemic and the Emergency Order Issued by the Province of Ontario under Emergency Management & Civil Protection Act, prohibiting gatherings of more than 5 people, this meeting will be held electronically

**Present:**

- Mayor D. McPhail**
- Deputy Mayor R. Leatham**
- Councillor T. Tellier**
- Councillor A. Cammaert**
- Councillor B. Rowe**

**Staff Present:**

- M. Badura, CAO/ Treasurer**
- J. Nethercott, Clerk**
- L. Gosnell, Public Works Superintendent**
- J. Morgan-Beunen, Chief Building Official**
- H. James, Planner**
- A. Beer, Fire Chief**
- Sam Smith, OCWA**
- Susan Budden, OCWA**

**1. Closed Session - 9:00 a.m.**

Under Section 239(2) (b) of the *Municipal Act*, consideration will be given to personal matters about identifiable individual(s) including municipal or local board employee(s)

**2. Call to Order**

Mayor Duncan McPhail called the meeting to order at 10:02 a.m. Mayor McPhail commented that to his knowledge this is the first time general citizens have listened and or viewed a Council meeting via electronic access and welcomed the viewers as part of history.

**3. Report from Closed Session**

Mayor McPhail reported out of Closed Session at 10:03 a.m., that a by-law will be passed in the by-law portion of the agenda to repeal and replace the Fire Schedule of the Remuneration By-law.

**4. Adoption of Agenda**

**Resolution No. 2020-153**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby adopts the Agenda as presented.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**5. Disclosure of Pecuniary Interest**

No disclosures

**6. Adoption of Minutes**

**Resolution No. 2020-154**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That the Minutes of the Council meeting from April 23, 2020 and Special Council Meeting on May 8, 2020 be adopted as circulated and printed.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**7. Business Arising from Minutes**

None.

**8. Staff Reports**

**8.1 Water**

**8.1.1 S. Smith, OCWA - West Elgin Water Distribution System First Quarter Operations Report**

**Resolution No. 2020-155**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: West Elgin Distribution System First Quarter Operations Report, for information purposes.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**8.2 Wastewater**

**8.2.1 S. Smith, OCWA - West Lorne WWTP First Quarter Operations Report**

Mr. Smith reported that when the upgrade of the West Lorne Wastewater Treatment Plant was started OCWA applied for Hydro incentives regarding the installation of the VFD's and they are happy to report that these incentives have been approved and West Elgin should shortly be receiving a cheque for a grant of \$14,150 for the installation of the hydro saving VFD's along with realizing hydro savings yearly.

**Resolution No. 2020-156**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: West Lorne Waste Water Treatment Plant First Quarter Operations Report, for information purposes.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

### **8.2.2 S. Smith, OCWA - Rodney WWTP First Quarter Operations Report**

Mr. Smith reported that OCWA is still inquiring regularly as to the outcome of the grant application for the Rodney Wastewater Treatment Plant upgrades, as of right now no update has been provided.

Councillor Rowe inquired if there would be any impact to the Municipal budget regarding OCWA's requirements during COVID-19? Mr. Smith reported that our service level will remain the same and no new charges should appear.

#### **Resolution No. 2020-157**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: Rodney Waste Water Treatment Plant First Quarter Operations Report, for information purposes.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

## **8.3 Fire**

### **8.3.1 Al Beer, Fire Chief - Fire Department April Update**

Councillor Cammaert thanked the Fire Department for all their work during the COVID-19 Pandemic.

#### **Resolution No. 2020-158**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Al Beer, Fire Chief re: Fire Department April Update for information purposes.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe  
Abstain (1): Mayor McPhail  
**Carried (4 to 0)**

## **8.4 Building**

### **8.4.1 J. Morgan-Beune, CBO - Building Activity Report April 2020**

Council received and filed the report regarding Building Permits for April 2020.

### **8.4.2 J. Morgan-Beunen, CBO - Building Department COVID-19 EMCPA O. Reg. 200/20**

Council received and filed the report from Jackie Morgan-Beunen, Chief Building Official re: EMCPA O.Reg. 200/20 as it relates to the business of Construction for inspections and permit issuance.

## **8.5 Planning**

### **8.5.1 H. James, Planner - Update on Planning Applications and COVID-19**

**Resolution No. 2020-159**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receives the report from Heather James regarding the exemption of the Planning Act from Ontario Regulation 73/20; and,

That West Elgin Council provides direction to staff to move ahead with scheduling virtual public meetings for Planning Act applications.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe  
Abstain (1): Mayor McPhail  
**Carried (4 to 0)**

## **8.6 Emergency Management**

### **8.6.1 Minutes of Emergency Control Group Meeting - April 24, 2020**

**8.6.2 Minutes of Emergency Control Group Meeting - May 1, 2020**

**8.7 Operations & Community Services**

**8.7.1 L. Gosnell, Manager of Operations & Community Services – Monthly Report**

**Resolution No. 2020-160**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

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

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**8.8 Treasury**

**8.8.1 M. Badura, CAO/Treasurer - 2020 YTD Financials and COVID-19 impact**

**Resolution No. 2020-161**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer entitled 2020 YTD Financials and Covid-19 impact for information only.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**8.8.2 M. Badura, CAO/Treasurer - Port Glasgow Yacht Club**

Ms. Badura reported to Council that there is a past due engineering invoice for Port Glasgow Yacht Club of \$7,753.16, that current staff were unaware of and that this invoice will be paid shortly, however she wanted Council to be aware of this.

## 8.9 Administration

### 8.9.1 M. Badura, CAO/Treasurer - COVID-19 Pandemic and Municipal Services

Mayor McPhail stated that Council needs to prepare to hold in person meetings again and in order to do this we will need a larger room than we currently have as Council Chambers. Staff suggested that the West Elgin Recreation Centre could be a viable alternative to host Council and public meetings and maintain physical distancing.

Councillor Cammaert stated that she isn't comfortable hosting in person meetings as of yet, Mayor McPhail stated that this would only be when the Province allows the increase in gathering size.

#### **Resolution No. 2020-162**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re: COVID-19 Pandemic and Municipal Services; and

That West Elgin Council hereby directs staff to reopen the municipal office to the public in conjunction with other Elgin County municipalities.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

#### **Resolution No. 2020-163**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council hereby approves the use of West Elgin Recreation Centre as a temporary location to host official Meetings of Council, at the call of the chair

For (3): Deputy Mayor Leatham, Councillor Tellier, and Councillor Rowe

Against (1): Councillor Cammaert

Abstain (1): Mayor McPhail  
**Carried (3 to 1)**

**9. Committee and Board Report**

**9.1 Elgin County Council**

**9.2 West Elgin Community Centre Board of Management**

Mayor McPhail reported that there had been a committee meeting and asked Manager of Operations & Community Services to provide the rest of Council with an update on the mould remediation in the arena. Lee Gosnell stated that the remediation work is almost complete and due to the depth of the mould, it has been recommended that the ceiling be repainted with a special encapsulating paint.

**9.3 Lower Thames Conservation Authority**

**9.3.1 Board of Directors Meeting Minutes - April 16, 2020**

**9.3.2 Source Protection Region Meeting Minutes - April 16, 2020**

**10. Accounts**

**Resolution No. 2020-164**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #5 amounting to \$426,283.83 in settlement of General, Road, Water and Arena Accounts (including cheques # 25338-25352, EFT#2591-2639 & online Payments# 416-433 and Payroll PP09/10).

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

**11. Council Announcements**

Councillor Tellier reported that at a recent Rodney Aldborough Agricultural Society meeting, the difficult decision was made to cancel the 2020 Rodney Aldborough Fair to protect the public safety.

## **12. Correspondence**

### **12.1 Federation of Canadian Municipalities - Report on COVID-19 and Municipal Financial Crisis**

### **12.2 Town of Midland - Letter to Prime Minister re: Financial Aid Plan**

**Resolution No. 2020-165**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council supports the proposal in principle from the Town of Midland, for the federal government to provide grant funding for municipalities to forgive tax payments; and

That this motion be sent to the Prime Minister of Canada, local MPs and MPPs and Association of Municipalities of Ontario.

For (3): Deputy Mayor Leatham, Councillor Tellier, and Councillor Rowe

Against (1): Councillor Cammaert

Abstain (1): Mayor McPhail

**Carried (3 to 1)**

### **12.3 Township of Montague - Letter to Prime Minister re: support of Town of Midland resolution**

### **12.4 Canadian Tire Jump Start Grant - of 2020 Jumpstart Grant Update**

### **12.5 Elgin County Warden - Support for Bill 156: Security from Trespass and Protecting Food Safety Act**

## **13. By-Laws**

### **13.1 By-Law 2020-29(a) - Amend Employee Remuneration By-law**

**Resolution No. 2020-166**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That By-law 2020-29(a) being a by-law to amend By-Law 2020-29, Employee remuneration by-law, be read a first, second, third and final time.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

#### **14. Confirming By-Law**

**Resolution No. 2020-167**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That By-law 2020-39, being a by-law to confirm the proceedings of the Regular Meeting of Council on May 14, 2020, be read a first, second and third and final time.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

#### **15. Adjournment**

**Resolution No. 2020-168**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That the Council of the Municipality of West Elgin hereby adjourn at 12:36 p.m. to meet again at 9:30 a.m. on May 28, 2020 or at the call of the Chair.

For (4): Deputy Mayor Leatham, Councillor Tellier, Councillor Cammaert, and Councillor Rowe

Abstain (1): Mayor McPhail

**Carried (4 to 0)**

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Duncan McPhail, Mayor

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Jana Nethercott, Clerk

