



# Municipality of West Elgin

## Minutes

### Council Meeting

August 13, 2020, 9:00 a.m.

Recreation Centre

135 Queen Street

Rodney

**Present:** Mayor D. McPhail  
Deputy Mayor R. Leatham  
Councillor T. Tellier  
Councillor B. Rowe

**Regrets:** Councillor A. Cammaert

**Staff Present:** M. Badura, CAO/ Treasurer  
J. Nethercott, Clerk  
L. Gosnell, Manager of Operations & Community Services  
H. James, Planner  
Jeff McArthur, Fire Chief  
Sam Smith, OCWA

**Due to the COVID-19 Pandemic and physical distancing requirements this meeting was held in an alternate location.**

**1. Call to Order**

Mayor Duncan McPhail called the meeting to order at 9:02 a.m.

**2. Closed Session**

**Resolution Number: 2020-233**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 9:02 a.m. under Section 239(2) (b),(c) & (f) of the Municipal

Act, consideration will be given to personal matters pertaining to an identifiable individual, a proposed or pending acquisition or disposition of land, and advice that is subject to Solicitor Client privilege.

**Carried**

**3. Report from Closed Session**

Mayor McPhail reported out at 11:24 a.m., that consideration was given to personal matters pertaining to an identifiable individual, a proposed or pending acquisition or disposition of land, and advice that is subject to Solicitor Client privilege.

**4. Adoption of Agenda**

**Resolution Number: 2020-234**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council hereby adopts the Agenda as presented.

**Carried**

**5. Disclosure of Pecuniary Interest**

No disclosures

**6. Public Meeting - Not Before 11 am**

**Resolution Number: 2020-235**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That Council proceed into a Public Meeting pursuant to Section 34 of the *Planning Act* at 11:25 a.m.

**Carried**

**6.1 Purpose of Public Meeting**

The purpose of the meeting was read aloud by the Clerk.

**6.2 Planning Report**

**6.2.1 H. James, Planner - Zoning Report 20662 Marsh Line**

**Resolution Number: 2020-236**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Heather James regarding the application to amend the Zoning By-law for 20662 Marsh Line, File No. D14 03-2020;and

That West Elgin Council consider the by-law to amend the Zoning By-law, subject to the conditions on the By-law, as presented in the By-law portion of the agenda.

**Carried**

### **6.3 Public Comments**

Lower Thames Conservation Authority wrote in to state they supported this application. No other comments received and no public present.

### **6.4 Council Comments**

No comments.

### **6.5 Close of Public Meeting**

**Resolution Number: 2020-237**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby close the Public Meeting at 11:28 a.m. and reconvene the Regular Meeting of Council.

**Carried**

## **7. Delegation K. Vecchio, MP Elgin, Middlesex, London**

Elgin, Middlesex, London Member of Parliament Karen Vecchio addressed Council to inquire how the Municipality is fairing during the COVID-19 Pandemic. MP Vecchio addressed that she is concerned for the working poor and the housing shortages that are going to be faced. MP Vecchio stated that her and her office is continually looking for grants and funding opportunities to address the safety concerns at the Port Glasgow Marina. Council stated they are proud to see the bi-partisan work being done by the government to protect the citizens during this pandemic.

Council recessed at 12:22 p.m. and reconvened at 1:02 p.m.

**10. Staff Reports**

**10.4 Planning**

**10.4.1 H. James, Planner - Second Update on Acquisition of Laneway in West Lorne**

Planner reported that there was a typographical error in her report, West Elgin Community Health Centre provided up to \$3,000 for legal costs associated with this transfer.

**Resolution Number: 2020-238**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That West Elgin Council hereby receives the report from Heather James regarding a second update on the acquisition of a laneway between Main and Munroe Streets; and,

That West Elgin Council provides direction to staff to proceed with the survey and legal works and to contact the owner of PharmaChoice in West Lorne regarding cost sharing in the transfer of the laneway.

**Carried**

**8. Adoption of Minutes**

**Resolution Number: 2020-239**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Rowe**

That the Minutes of the Council meeting on July 16, 2020 be adopted as circulated and printed.

**Carried**

**9. Business Arising from Minutes**

None.

**10. Staff Reports**

**10.1 Water**

**10.1.1 S. Smith, OCWA - West Elgin Water Distribution System  
Second Quarter Operations Report**

**Resolution Number: 2020-240**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: West Elgin Distribution System second quarter report for information purposes.

**Carried**

**10.2 Wastewater**

**10.2.1 S. Smith, OCWA - West Lorne Wastewater Treatment Plant  
Second Quarter Operations Report**

**Resolution Number: 2020-241**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from Sam Smith, OCWA re: West Lorne Wastewater Treatment Plant second quarter operations report for information purposes.

**Carried**

**10.2.2 S. Smith, OCWA - Rodney Wastewater Treatment Plant Second  
Quarter Operations Report**

**Resolution Number: 2020-242**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council receives the Report from Sam Smith, OCWA re: Rodney Wastewater Treatment Plant Second Quarter Operations Report for information purposes.

**Carried**

**10.3 Fire**

**10.3.1 J. McArthur, Fire Chief - Monthly Report – July**

**Resolution Number: 2020-243**  
**Moved: Deputy Mayor Leatham**  
**Seconded: Councillor Rowe**

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief re: July Monthly Report for information purposes.

**Carried**

## **10.5 Operations & Community Services**

### **10.5.1 L. Gosnell, Manager of Operations & Community Services - Memorial Park - Cairn and Gate Repair**

**Resolution Number: 2020-244**  
**Moved: Deputy Mayor Leatham**  
**Seconded: Councillor Rowe**

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

That West Elgin Council approves the quote from Robertson Restoration in the amount of \$18,900.00 for Cairn/wall repair and;

That West Elgin Council authorize an additional \$6,000.00 for new gates and park sign; and

Provide staff direction to report back to Council with a cost of new plaques for the cairn.

**Carried**

### **10.5.2 L. Gosnell, Manager of Operations & Community Services - July 2020 – Monthly Report**

West Elgin Council received the report from Lee Gosnell, Manager of Operations & Community Services regarding the July Monthly operations. Mr. Gosnell reported that just this morning he received approval from the Lower Thames Conservation Authority for the additional work for erosion control at the Port Glasgow Trailer Park Pier.

**10.5.3 L. Gosnell, Manager of Operations & Community Services -  
Update on Municipal Building Renovations**

**Resolution Number: 2020-245**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

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

That West Elgin Council approve the draft design concept for building expansion/renovations, as presented by Brian Lima, County Engineer and;

That West Elgin Council approves the completion of engineered drawings for the proposed municipal office expansion, to assist in the preparation of West Elgin's 2021 draft budget.

**Carried**

**10.6 Clerk**

**10.6.1 J. Nethercott, Clerk - Changes to the Municipal Act from Bill 197**

West Elgin Council received the report from Jana Nethercott, Clerk Re: Changes to the *Municipal Act* as part of Bill 197 for information purposes.

**10.6.2 J. Nethercott, Clerk - Community Flag Raising and Flag Protocol Draft Policy**

**Resolution Number: 2020-246**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Rowe**

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Community Flag Raising and Flag Protocol Policy; and

That West Elgin Council hereby direct staff to bring forward a by-law to adopt the Community Flag Raising and Flag Protocol Policy at the next Council meeting.

**Carried**

Council Recessed at 2:06 p.m. and reconvened at 2:26 p.m.

## **10.7 Finance/Administration**

### **10.7.1 M. Badura, CAO/Treasurer - Asset Management Software Purchase**

**Resolution Number: 2020-247**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Asset Management Software Purchase; and

That West Elgin Council hereby authorize the purchase and implementation of City Wide Asset Management software from Public Sector Digest, to be funded as outlined in the report.

**Carried**

### **10.7.2 M. Badura, CAO/Treasurer - Elgin County Mandatory Face Covering By-law No. 20-38**

**Resolution Number: 2020-248**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re: Elgin County Mandatory Face Covering By-law No. 20-38; and

That West Elgin Council hereby supports Elgin County By-law 20-38, as amended, being a by-law to temporarily require the use of face coverings and related health protection measures within enclosed public spaces during the COVID-19 Pandemic, in support of the Letter of Instruction issued on July 30<sup>th</sup>, 2020 by the Medical Officer of Health.

**Carried**



**10.7.3 M. Badura, CAO/Treasurer - 2020 YTD Financials as of June 30 2020**

West Elgin Council received the report from M. Badura, CAO/Treasurer entitled 2020 YTD Financials as of June 30, 2020 for information purposes.

**10.7.4 M. Badura, CAO/Treasurer - Engineering Services for the PGTP On-Site Sewage Disposal System Upgrades**

**Resolution Number: 2020-249**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Engineering Services for the PGTP On-Site Sewage Disposal System Upgrades report and approves the proposal from RV Anderson for additional Engineering Services for the PGTP On-Site sewage disposal system upgrades in the amount of \$39,500.00 plus HST.

**Carried**

**11. Committee and Board Report**

**11.1 Elgin County Council Highlights**

Mayor McPhail reported that Elgin County has struck a Connectivity Committee to look into rural broadband.

**11.4 Councillor Reports From Committees**

Lee Gosnell, Manager of Operations & Community Services reported on the West Elgin Community Centre Board of Management meeting on August 12. Mr. Gosnell stated that a decision was made to have the Arena operational by September 21, 2020 and that the schedule would include some new programming.

Councillor Tellier stated that a Recreation Committee meeting was held on August 12, however no quorum was present.

**12. Accounts**

**Resolution Number: 2020-250**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #8 amounting to \$570,710.42 in settlement of General, Road, Water and Arena Accounts (including EFT#2813-2928 Cheque# 25375-25385, online Payments# 472-794 and Payroll PP15/16).

**Carried**

**13. Other Business**

**13.1 Statements/Inquires by Councillors**

None.

**13.2 Notice of Motion**

None

**13.3 Matters of Urgency**

None.

**14. Correspondence**

**14.3 Chatham-Kent - Emancipation Day Resolution**

**Resolution Number: 2020-252**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council acknowledges and supports the following Private Members Bill put forward by Majid Jowhari: M-36, Emancipation Day, 43rd Parliament, 1st Session that reads as follows:

"That the House recognizes that:

- a. The British Parliament abolished slavery in the British Empire as of August 1, 1834;
- b. Slavery existed in British North America prior to the abolition in 1834;
- c. Abolitionists and others who struggled against slavery, including those who arrived in Upper and Lower Canada by the Underground Railroad, have historically celebrated August 1st as Emancipation Day;
- d. The Government of Canada announced on January 30, 2018 that it would officially recognize the United Nations International Decade for people of African Descent to highlight the important contributions that

people of African descent have made to Canadian society, and to provide a platform for confronting anti-Black racism;

- e. The heritage of Canada's peoples of African descent and the contributions they have made and continue to make to Canada and in the opinion of the House, the Government should designate August 1 of every year as "Emancipation Day" in Canada; and

That West Elgin Council support that this motion be forward to Karen Vecchio, Member of Parliament for Elgin, Middlesex, London.

**Carried**

#### **14.5 CUPE Ontario - Child Care Worker & Early Childhood Educator Appreciation Day**

**Resolution Number: 2020-253**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby supports the following:

Whereas years of research confirms the benefits of high quality child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

Whereas child care promotes the well-being of children and responds to the needs of parents and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

Whereas trained and knowledgeable Early Childhood Educators and child care staff are the key to quality in early learning and child care programs and champions for children;

Therefore Be It Resolved that October 22, 2020 be designated the 20th Annual Child Care Worker & Early Childhood Educator Appreciation Day in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.

**Carried**

#### **14.9 County of Elgin - Cancellation of Wardens Golf Tournament**

**Resolution Number: 2020-254**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby approves the donation of \$500 to United Way Elgin Middlesex.

**Carried**

#### **14.10 Province of Ontario - First Round of Municipal Emergency Funding**

**Resolution Number: 2020-255**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That West Elgin Council direct the phase 1 Municipal Emergency Funding towards the Municipal Office renovations to assist with cost associated to COVID-19.

**Carried**

### **15. By-Laws**

#### **15.1 By-Law 2020-53 - Agreement with Ministry of Transportation for Four Counties Bus Replacement Funding**

**Resolution Number: 2020-256**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That By-Law 2020-53, being a By-law to authorize the execution of the transfer payment agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream between Her Majesty the Queen Right in Ontario represented by the Minister of Transportation and the Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

**Carried**

#### **15.2 By-Law 2020-54 - Regulate the Use of Municipally Owned Fire Hydrants**

**Resolution Number: 2020-257**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That By-law 2020-54, being a by-law to regulate the use of municipally owned fire hydrants, be read a first, second and third and final time.

**Carried**

**15.3 By-Law 2020-55 - Agreement for Shared Planning Services**

**Resolution Number: 2020-258**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That By-law 2020-55, being a by-law to authorize the execution of an agreement between the Corporation of the Township of Southwold and the Corporation of the Municipality of West Elgin for planning services, be read a first, second and third and final time.

**Carried**

**15.4 By-Law 2020-56 - Debentures for 2019 Drainage Assessments**

**Resolution Number: 2020-259**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Rowe**

That by-law 2020-56, being a by-law to authorize the issue of debentures in the principal amount of \$76,336.23 for the 2019 drainage assessments, be read a first, second and third and final time.

**Carried**

**15.5 By-Law 2020-57 - Rezone 20662 Marsh Line**

**Resolution Number: 2020-260**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That by-law 2020-57, being a by-law to amend Municipality of West Elgin Comprehensive Zoning By-law 2015-36, for the property known as 20662 Marsh Line, be read a first, second and third and final time.

**Carried**

**16. Confirming By-Law**

**Resolution Number: 2020-261**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That By-law 2020-58 being a by-law to confirm the proceedings of the Regular meeting of Council held on August 13, 2020, be read a first, second and third and final time.

**Carried**

**17. Adjournment**

**Resolution Number: 2020-262**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That the Council of the Municipality of West Elgin hereby adjourn a 3:33 p.m. to meet again at 9:30 a.m. on August 27, 2020 or at the call of the Chair.

**Carried**

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Duncan McPhail, Mayor

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Jana Nethercott, Clerk