



# **Municipality of West Elgin**

## **Minutes**

### **Council Meeting**

**October 8, 2020, 9:00 a.m.**

**Recreation Centre**

**135 Queen Street**

**Rodney**

**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, Manager of Operations & Community Services  
H. James, Planner

**Regrets:** J. McArthur, Fire Chief  
J. Morgan-Beunen, CBO

**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 9:01 a.m.

**2. Adoption of Agenda**

**Resolution No. 2020-320**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby adopts the Agenda as presented.

**Carried**

**3. Closed Session**

**Resolution No. 2020-321**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

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) of the *Municipal Act*, consideration will be given to personal matters about identifiable individual(s) including a municipal or local board employee(s).

**Carried**

**4. Report from Closed Session**

Mayor McPhail reported out at 9:38 a.m., that staff direction was provided regarding personal matters about an identifiable individual(s) including municipal or local board employee(s).

**5. Disclosure of Pecuniary Interest**

No disclosures

**6. Public Meeting - 9:30 a.m.**

**Resolution No. 2020-322**

**Moved: Councillor Cammaert**

**Seconded: Councillor Tellier**

That Council proceed into a Public Meeting pursuant to Section 34 of the *Planning Act* at 9:39 a.m.

**Carried**

**6.1 Purpose of the Public Meeting**

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

**6.2 Staff Report**

**6.2.1 H. James, Planner - Zoning Report 2020 West Elgin Zoning By-law Housekeeping Amendment**

**Resolution No. 2020-323**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from Heather James regarding a 2020 housekeeping amendment to the West Elgin Comprehensive Zoning By-law 2015-36, File No. D14 04-2020, for all applicable lands within the municipality; 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**

One written public comment was received from J. Westalaken.

**6.4 Council Comments**

None.

**6.5 Close Public Meeting**

**Resolution No. 2020-324**

**Moved: Councillor Cammaert**

**Seconded: Councillor Tellier**

That West Elgin Council hereby closes the Public Meeting at 9:50 a.m. and reconvenes the Regular Meeting of Council.

**Carried**

None.

**7. Adoption of Minutes**

**Resolution No. 2020-325**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That the Minutes of the Council meeting on September 24, 2020 be adopted as circulated and printed.

**Carried**

**8. Business Arising from Minutes**

None.

**9. Staff Reports**

**9.1 Planning**

**9.1.1 H. James, Planner - Severance Report 12098 Blacks Road**

Planner Heather James provided an overview of the report. Councillor Rowe inquired about the truck entrance on the proposed severed parcel is this not a legal entrance? Ms. James will update her information in the report to reflect there is an entrance to the proposed severed parcel.

Councillor Cammaert inquired if there are parcel size limits as part of the Provincial Policy Statements or our Official Plan and if this met them. Ms. James stated for flexibility there are no size limits and this severance meets all of the standards of the PPS.

**9.1.1.1 Delegation - J. Ariens, IBI Group**

Mr. Ariens address Council on behalf of the applicant. Mr. Ariens explained the need for a blanket easement. Currently there are two businesses operating on one piece of land that have co-existed for many years and the severance just allows for both businesses to own property, however as they share clients both require freedom for access to all parts of the current property even once the severance happens. Mr. Ariens explained the community and public will see no changes in the operations of the businesses as a result of this severance.

**Resolution No. 2020-326**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Heather James regarding the severance application, File No. E 20/20 for 12098 Blacks Road; and,

That West Elgin Council recommend approval to the Land Division Committee of the County of Elgin for the severance application, File No. E 20/20 located at Concession 8, Part of Lot 1, 12098 Blacks Road, provided the following conditions are included:

- a. That a zoning by-law amendment is in force and effect for the subject lands;
- b. That the owner has the necessary review on the private water well;
- c. That the owner has the necessary review and assessment conducted on the existing sewage disposal system to confirm its adequacy and/or necessary replacement to the satisfaction of the Municipality;
- d. That requirements of the Municipal Road Department regarding access and/or drainage have been met;
- e. That drainage reapportionments have occurred;
- f. That taxes have been paid in full;
- g. That two copies of the registered survey have been provided to the Municipality; and,
- h. That the solicitor provides an undertaking that a copy of the registered deed for the severed parcel once the transaction has occurred will be provided to the Municipality

**Carried**

#### **9.1.2 H. James, Planner - Severance Report 26591 Downie Line**

Planner, Heather James presented her report. Councillor Rowe inquired about the previous severance. Ms. James stated that she believes the previous severance was for a retirement lot as was previously allowed under Elgin County's Official Plan.

**Resolution No. 2020-327**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Heather James regarding the severance application, File No. E 34/20 for 26591 Downie Line; and,

That West Elgin Council recommends approval to the Land Division Committee of the County of Elgin for the severance application, File No. E 34/20 located at Concession 7, Part of Lot 24, 26591 Downie Line, provided the following conditions are included:

- a. That a Zoning By-law Amendment is in force and effect for the severed and retained parcels;
- b. That the owner has the necessary review and assessment conducted on the existing sewage disposal system to confirm its adequacy and/or necessary replacement to the satisfaction of the Municipality;
- c. That requirements of the Municipal Road Department regarding access and/or drainage have been met;
- d. That drainage reapportionment has occurred;
- e. That taxes have been paid in full;
- f. That two copies of the registered survey have been provided to the Municipality; and
- g. That the solicitor provides an undertaking that a copy of the registered deed for the severed parcel once the transaction has occurred will be provided to the Municipality

**Carried**

Council Recessed at 10:14 a.m. and reconvened at 10:20 a.m.

## **9.2 Building**

### **9.2.1 J. Morgan-Beunen, CBO - Building Activity Report September 2020**

**Resolution No. 2020-328**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, CBO re: Building Permit Report for September 2020 for information purposes.

**Carried**

### **9.3 Fire**

#### **9.3.1 J. McArthur, Fire Chief - Training Room Furniture**

CAO/Treasurer Magda Badura presented the report on behalf of the Fire Chief who sent his regrets. Councillor Cammaert inquired if the Fire Department would be purchasing new tables and chairs and Ms. Badura clarified that the Fire Department has the tables and chairs they need, they just need to remove the large office table that does not function for their needs.

**Resolution No. 2020-329**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council has no objections on the current table in the Rodney Training Room being considered surplus and replaced with smaller tables and chairs for a more conducive training room layout and learning environment.

**Carried**

#### **9.3.2 J. McArthur, Fire Chief - Monthly Report – September**

Council received and filed this Fire Monthly report.

### **9.4 Operations & Community Services**

#### **9.4.1 L. Gosnell, Manager of Operations & Community Services - Holiday Festival of Lights**

**Resolution No. 2020-330**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

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

That West Elgin Council approve the creation of a small committee, comprised of municipal staff and West Lorne Optimists members, to deliver a Festival of Lights in replacement of the Rodney and West Lorne Christmas Parades in 2020.

**Carried**

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

Councillor Rowe inquired if West Lorne Minor Hockey is moving forward with the season. Mr. Gosnell explained that OMHA had some concerns with the waiver the Municipality required and staff are working with West Lorne Minor Hockey to adjust the waiver for OMHA.

Councillor Rowe inquired about the phragmites removal progress. Mr. Gosnell reported that progress has been made with the assistance of Elgin County, however this will be an ongoing battle.

Mr. Gosnell reported that Robertson Restoration has been in contact with him about the Carin repair in Memorial Park at Port Glasgow, they have been delayed on other projects and are concerned with the cold weather approaching that they will not be able to get the restoration done this year. They have agreed to wrap the monument this fall for protection and to honour the price and complete the work in the Spring.

Mr. Gosnell reported that there have been meetings regarding the reconstruction of Furnival Road in Rodney Project which is projected for 2021. During the design phase it was discovered that a number of properties do not have private drain connections. Elgin County will be responsible for replacing all existing private drain connections during the reconstruction and would like West Elgin's thoughts on what to do about the properties without current connections. Mr. Gosnell stated there would be a cost to this and at this time the exact number of properties is not known. Mr. Gosnell will bring a report forward to Council with an idea of costs in the future for a decision. Mr. Gosnell stated this project's design phase is about 90% complete and Elgin County is anticipating moving forward with tendering in November and hosting public meetings regarding the work in the future.

Council received and filed the Operations and Community Services September 2020 Monthly report.



## **9.5 Clerk's**

### **9.5.1 J. Nethercott, Clerk - Draft Animal Control By-law**

**Resolution No. 2020-331**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Rowe**

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Draft Animal Control By-law; and

That West Elgin Council provide direction to staff to bring forward the Attached Draft Animal Control By-law at the October 22, 2020 meeting; and

That West Elgin Council hereby approve the Clerk to apply for Set Fines as presented, for the Animal Control by-law, once the by-law is approved.

**Carried**

### **9.5.2 J. Nethercott, Clerk - Appoint Court of Revision – Arvai Drain**

**Resolution No. 2020-332**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Appoint Court of Revision – Arvai Drain; and

Whereas Courts of Revision have been scheduled on October 22, 2020 at 9:30 a.m. for the Arvai Drain; therefore

Be it resolved that West Elgin Council hereby appoints the all members of Council to the Court of Revision for the Arvai Drain

**Carried**

### **9.5.3 J. Nethercott, Clerk - Appoint Engineer – Request for Drainage Works**

**Resolution No. 2020-333**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Appoint Drainage Engineer – Request for Drainage Works; and

That West Elgin Council hereby appoints Spriets & Associates to prepare a report for the improvement of the Poole Outlet Drain.

**Carried**

**10. Committee and Board Report**

**10.1 West Elgin Youth Task Team**

**10.1.1 Minutes - September 15, 2020**

**10.2 Councillor Reports**

**11. Accounts**

**Resolution No. 2020-334**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #10 amounting to \$1,673,693.47 in settlement of General, Road, Water and Arena Accounts (including EFT#3085-3139 Cheque# 25402-25419, online Payments# 5524-5534 and Payroll PP20).

**Carried**

**12. Councillor Inquires/Announcements**

**12.1 Notice of Motion**

None.

**12.2 Statements/Inquires by Councillors**

Councillor Cammaert stated that the Healthy Communities group collected approximately 3,300 pieces of can goods and \$15,000 in monetary donations. Their next endeavor is a toy drive for the Christmas hampers.

Mayor McPhail asked staff to report back on the costs and logistics of a quarterly newsletter to be mailed to residents.

### **12.3 Matters of Urgency**

None.

## **13. Correspondence**

### **13.1 Ministry of Municipal Affairs & Housing - Phase 2 Safe Restart Funding**

Councillor Rowe inquired if we knew how much of our losses due to COVID-19 will be covered by phase 1 funding and if we would be applying for phase 2. CAO/Treasurer Magda Badura stated that she is still working on the numbers but the application for phase 2 is very comprehensive and many Treasurers do not feel they will be able to apply for the funding by the deadline in two weeks.

### **13.2 Solicitor General - Updates**

## **14. By-laws**

### **14.1 By-Law 2020-72 - Zoning Houskeeping Amendment**

**Resolution No. 2020-335**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That By-law 2020-72, being a by-law to amend the Municipality of West Elgin Comprehensive Zoning By-Law 2015-36, be read a first, second and third and final time.

**Carried**

## **15. Confirming By-Law**

**Resolution No. 2020-336**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Cammaert**

That by-law 2020-73 being, a by-law to confirm the proceedings of the Regular Meeting of Council held on October 8, 2020, be read a first, second and third and final time.

**Carried**

**16. Adjournment**

**Resolution No. 2020-337**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That the Council of the Municipality of West Elgin hereby adjourn at 11:37 a.m. to meet again at 9:00 a.m. on October 22, 2020 or at the call of the Chair.

**Carried**

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Duncan McPhail, Mayor

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Jana Nethercott, Clerk