



# **Municipality of West Elgin**

## **Minutes**

### **Council Meeting**

**October 22, 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

**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 9:00 a.m.

**2. Adoption of Agenda**

**Resolution No. 2020-338**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

That West Elgin Council hereby adopts the Agenda as presented.

**Carried**

**3. Closed Session**

**Resolution No. 2020-339**

**Moved: Councillor Cammaert**

**Seconded: Councillor Rowe**

That West Elgin Council hereby proceeds into Closed Session at 9:01 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**

**Resolution No. 2020-340**

**Moved: Councillor Cammaert**

**Seconded: Councillor Tellier**

Mayor McPhail reported at 9:43 a.m. that Council provided Staff Direction and consideration was given to personal matters about identifiable individual(s) including a municipal or local board employee(s).

**Carried**

**6. Public Meeting - to begin at 9:30 a.m.**

**Resolution No. 2020-341**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That Council adjourn and proceed into the Court of Revision pursuant to the *Drainage Act* at 9:45 a.m.

**Carried**

**7. Adoption of Minutes**

**Resolution No. 2020-342**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Rowe**

That the Minutes of the Council meeting on October 8, 2020 and the Courts of Revision for the Crabbe and Yauch Drains from 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 - Seaside Waterfronts Inc. Public Meeting Update**

**Resolution No. 2020-343**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Heather James regarding the Seaside Waterfronts Inc. public meeting update; and,

That West Elgin Council hereby directs staff to proceed with scheduling the public meeting at the West Elgin Recreation Centre on November 23, 2020 at 7:00 p.m.

**Carried**

**9.2 Operations & Community Services**

**9.2.1 L. Gosnell, Manager of Operations & Community Services - W.L. Community Complex Meeting Room**

Mr. Gosnell reported that there is a municipal program through the insurance company Frank Cowan that allows municipalities to offer low cost insurance to renters of municipal facilities for low to medium risk activities. Administration of this program is not expensive; however it will affect the municipal insurance rates if there is a claim. Council requested staff return with a report on this insurance at the next Council meeting.

**Resolution No. 2020-344**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services regarding usage of the W.L. Community Complex Meeting Room; and

That West Elgin Council hereby approves the waiving of rental fees for all recognized organizations in West Elgin until December 31, 2021 for the West Elgin Recreation Centre, West Lorne Community Complex and both Miller Park and Port Glasgow Pavilions.

**Carried**

**9.2.1.1 L. Gosnell, Manager of Operations & Community Services - Bag Limits for Household Waste**

Councillor Tellier stated she would like to see an education campaign to educate residents on the benefits of recycling.

CAO/Treasurer M. Badura reported that the cost of garbage and the landfill is rising exponentially each year and reducing the bag limit will help keep the budget in check.

Councillor Rowe stated she believes most households can improve on recycling and already meet the three (3) bag limit as long as there is an amnesty day around Christmas for all the excess waste created then.

**Resolution No. 2020-345**

**Moved: Councillor Tellier**

**Seconded: Councillor Rowe**

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

That Council approve the lowering of West Elgin's bag limit for household waste from the current six (6)

bag limit down to three (3), beginning January 1, 2021.

**Carried**

### **9.3 Clerk's**

#### **9.3.1 J. Nethercott, Clerk - West Elgin Stock Photos**

West Elgin Council received the report regarding stock photos and directed staff to include a cost for obtaining these photos in the 2021 Draft Budget.

#### **9.3.2 J. Nethercott, Clerk - Costs of a Quarterly Newsletter**

That West Elgin Council received the report from J. Nethercott Clerk, re: Costs of a Quarterly Newsletter for information purposes.

#### **9.3.3 J. Nethercott, Clerk - Update on Blue Box Transition and Proposed Blue Box Regulation**

That West Elgin Council received the report from J. Nethercott, Clerk re: Update on Blue Box Transition and Proposed Blue Box Regulation for information purposes.

### **9.4 Finance/Administration**

#### **9.4.1 M. Badura, CAO/Treasurer - Operating and Capital Budget Review Report as of September 30, 2020**

That West Elgin Council received the report from M. Badura, CAO/Treasurer re: the operating report for the nine months ending September 30, 2020 along with a projected year end surplus position of \$240,000 for information.

#### **9.4.2 M. Badura, CAO/Treasurer - IT Security Assessment**

**Resolution No. 2020-346**

**Moved: Councillor Cammaert**

**Seconded: Councillor Rowe**

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: IT Security Assessment, and

That West Elgin Council hereby approves spending of up to \$15,000 plus HST for the information technology security audit and

compliance assessment services; and that the funds be drawn out of the Efficiency Grant funding reserves.

**Carried**

**9.4.3 M. Badura, CAO/Treasurer - Human Resources Policy Revision**

**Resolution No. 2020-347**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Human Resources Policy Revisions for review and

That West Elgin Council hereby directs staff to bring forward adopting by-laws at the next Council.

**Carried**

**10. Committee and Board Report**

**10.1 Elgin County Council**

**10.1.1 Elgin County Council Highlights - October 13, 2020**

**10.2 West Lorne Heritage Homes**

**10.2.1 September 21, 2020 Minutes**

Councillor Tellier reported that municipal staff are working with the Heritage Homes Board on assisting with garbage collection.

**10.3 Councillor Reports from Committees**

Mayor McPhail reported that himself, Deputy Mayor Leatham and CAO/Treasurer M. Badura attended meeting with MP Vecchio and the Shadow Transportation Minister whom they briefed on the issues at the Port Glasgow Channel entrance. Deputy Mayor Leatham stated that the meeting went well.

**11. Accounts**

**Resolution No. 2020-348**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #10A amounting to \$523,318.16 in settlement of General, Road, Water and Arena Accounts (including EFT#3140-3189 Cheque# 25420-25563, online Payments# 534-541 and Payroll PP21).

**Carried**

## **12. Councillor Inquires/Announcements**

### **12.1 Notice of Motion**

None.

### **12.2 Statements/Inquires by Councillors**

Councillor Rowe reported that the Community Fund Committee held its first meeting and the members are Trish Corneil of Dutton Dunwich Council, Bill Denning, Jerry Galbraith and the committee is currently looking for one more member. They will be sending out an information brochure in the mail this fall.

Councillor Tellier inquired if there is going to be a community decorating contest in December again this year. Staff reported that it is on their radar but they are currently focusing on the Festival of Lights planning as this event had just received approval from Southwestern Public Health to be held on December 4 and 5.

Councillor Cammaert reported that the West Elgin Health Centre has inquired about partnering with the Festival of Lights for their toy drive. Staff stated that rules are constantly changing around accepting donations but have them contact staff.

### **12.3 Matters of Urgency**

#### **12.3.1 Mayor McPhail - West Elgin Community Health Centre and COVID-19 Testing**

Mayor McPhail reported on a meeting with the West Elgin Community Health Centre and the chairpersons of Heritage Homes regarding the location of a COVID-19 testing centre. The testing centre will no longer be housed in Heritage Homes and the West Elgin Community Health Centre is exploring options to house this testing. At the present time West Elgin Community Health Centre is not an accredited test centre and therefore has been performing tests without being funded by the Province. Mayor McPhail

reported that seed funding is need to assist with providing this valuable service to our community, while the accreditation process is taking place and to assist with the cost of PPE.

**Resolution No. 2020-349**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council hereby approves the allocation of up to \$6,000 of the COVID-19 Funds be provided to West Elgin Community Health Centre to assist with the costs of community COVID-19 testing.

**Carried**

### **13. Correspondence**

#### **13.1 Ontario Fire Marshall - Staffing Levels and Fire Safety**

#### **13.2 Loyalist Township - Community Groups & Service Clubs**

#### **13.3 Asphodel Norwood - Cannabis Production**

**Resolution No. 2020-350**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby support the resolution of Asphodel Norwood by requesting a governing body in cannabis production that:

1. Takes a unified approach to land use planning restrictions;
2. Enforces the regulations under the Cannabis Act on behalf of the licencing agency and ensures local authorities are in fact provided with notification of any licence issuance, amendment, suspension, reinstatement or revocation with the their region;
3. Communicates more readily with local governments; and
4. Provide local governments with more support

**Carried**



#### **13.4 Township of Blanford-Blenheim - Cannabis Grow Operations**

**Resolution No. 2020-351**

**Moved: Councillor Rowe**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby supports the resolution of Blandford-Blenheim in urging the Federal Government to amend the legislation under which large scale grow operation facilities operate to ensure the safety and rights of local communities in which they are situated are respected.

**Carried**

#### **13.5 Township of North Glengarry - Safe Restart Funding**

#### **13.6 County of Wellington - Aggregate Resource Property Valuation**

### **14. By-Laws**

#### **14.1 By-Law 2020-59 - Final Reading of Crabbe Drain**

**Resolution No. 2020-352**

**Moved: Councillor Cammaert**

**Seconded: Councillor Rowe**

That By-Law 2020-59, being a By-law to provide for the Crabbe Drain reconstruction be read for a third and final time.

**Carried**

#### **14.2 By-Law 2020-60 - Final Reading of Yauch Drain**

**Resolution No. 2020-353**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That By-Law 2020-60, being a By-law to provide for the Yauch Drain reconstruction and extension be read for a third and final time.

**Carried**

**14.3 By-Law 2020-74 - Animal Control By-law**

**Resolution No. 2020-354**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That By-law 2020-74, being a by-law to put in place regulations associated with the control, licensing and regulations of animals within the Municipality of West Elgin, be read a first, second and third and final time.

**Carried**

**14.4 By-Law 2020-75 - Appoint CEMC**

**Resolution No. 2020-355**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That By-law 2020-75, being a by-law to appoint Community Emergency Management Coordinators (CEMC) for the Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

**Carried**

**15. Confirming By-Law**

**Resolution No. 2020-356**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That By-law 2020-76 being a by-law to confirm the proceedings of the Regular Meeting of Council held on October 22, 2020, be read a first, second, third and final time.

**Carried**

**16. Adjournment**

**Resolution No. 2020-357**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That the Council of the Municipality of West Elgin hereby adjourn at 12:24 p.m. to meet again at 9:00 a.m. on November 12, 2020 or at the call of the Chair.

**Carried**

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Duncan McPhail, Mayor

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Jana Nethercott, Clerk