



# Municipality of West Elgin

## Minutes

### Council Meeting

July 22, 2021, 9:30 a.m.

Electronic Participation Meeting via Zoom

**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  
Jeff McArthur, Fire Chief

**Due to the COVID-19 Pandemic and physical distancing requirements this meeting was held electronically.**

**1. Call to Order**

Mayor Duncan McPhail called the meeting to order at 9:00 a.m.

**2. Adoption of Agenda**

**Resolution No. 2021- 233**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby adopts the Agenda as presented.

**Carried**

**3. Closed Session**

**Resolution No. 2021- 234**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 9:01 a.m. under Section 239 2 (b & k) consideration will be given to a personal matter about an identifiable individual, including a municipal or local board employee and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**Carried**

**4. Report from Closed Session**

Mayor McPhail reported out of Closed Session at 9:46 a.m.

**Resolution No. 2021- 235**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Cammaert**

That staff were provided direction to proceed with hiring a permanent bus driver for the Four Counties Transit Bus and that staff be provided direction in relation to negotiations.

**Carried**

**5. Disclosure of Pecuniary Interest**

No disclosures

**6. Adoption of Minutes**

**Resolution No. 2021- 236**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That the Minutes of the Council meeting on June 24, 2021 and the Special Meeting of Council on June 29, 2021 be adopted as circulated and printed.

**Carried**

**7. Business Arising from Minutes**

None.

**8. Staff Reports**

## **8.1 Building**

### **8.1.1 J. Morgan -Beunen, CBOD Building Activity Report June 2021**

**Resolution No. 2021- 237**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, CBO re: Building Permit Report for June 2021 for information purposes.

**Carried**

## **8.2 Fire**

### **8.2.1 J. McArthur, Fire Chief - Monthly Report – June 2021**

**Resolution No. 2021- 238**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

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

**Carried**

### **8.2.2 J. McArthur, Fire Chief - Automatic Aid Agreement**

**Resolution No. 2021- 239**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and

That West Elgin Council hereby provides direction to staff to draft an agreement with Southwest Middlesex for automatic aid coverage to include fires and alarms sounding at Beattie Manor, and structure fires for an area within approximately 3 km of the Wardsville Station, which would include areas of Beattie Line, Morrison Road, Gibb Line, and Linden Road.

**Carried**

### **8.2.3 J. McArthur, Fire Chief - Fire Inspector**

**Resolution No. 2021- 240**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and

That West Elgin Council hereby approve using Bill Todd's fire inspection and investigation services and that Council approves staff to draft an agreement for these services.

**Carried**

## **8.3 Operations & Community Services**

### **8.3.1 L. Gosnell, Manager of Operations & Community Services - Monthly Operations Report**

**Resolution No. 2021- 241**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

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

**Carried**

## **8.4 Finance/Administration**

### **8.4.1 M. Badura, CAO/Treasurer - Delegation of Authority By-Law**

**Resolution No. 2021- 242**

**Moved: Councillor Cammaert**

**Seconded: Councillor Rowe**

That West Elgin Council hereby receives the report from Magda Badura re: Delegation of Authority By-law; and

That West Elgin Council hereby provides direction to staff to set a date for an upcoming Committee of the Whole meeting to go over delegation of authority.

**Carried**

**8.4.2 M. Badura, CAO/Treasurer & J. Nethercott, Clerk -  
Administrative Updates**

**Resolution No. 2021- 243**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer and Jana Nethercott, Clerk re: Administrative Updates for information purposes

**Carried**

**8.4.3 M. Badura, CAO/Treasurer - 2021 YTD Financials**

**Resolution No. 2021- 244**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer entitled 2021 YTD Financials for information only.

**Carried**

Council recessed at 10:50 a.m. and reconvened at 10:59 a.m.

**8.5 M. Badura, CAO/Treasurer - Electronic Signs Purchase**

**Resolution No. 2021- 245**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Electronic Signs, and

That West Elgin Council hereby approves the purchase of two electronic signs from Excellent Signs in the amount of \$114,700.00 plus applicable taxes; and

That the CAO/Treasurer is hereby authorized to enter into an agreement with Excellent Signs and sign all necessary paperwork.

That direction was provided to staff to bring back recommended detailed design and specifications by site location from Excellent Signs.

**Carried**

**9. Councillor Announcements/Inquires**

**9.1 Notice of Motion**

None.

**9.2 Councillor Announcements**

Councillor Rowe reported that the Dutton Dunwich/West Elgin Community Fund is working on the initial donor campaign and would like to put a banner up at the Canada Day BBQ on July 31. Council had no objections to this.

**9.3 Matters of Urgency**

CAO/Treasurer Magda Badura reported that the Fish Cleaning Station at the Marina has now been completed and Mrs. Newman is looking to get a plaque installed with the some of the remaining funds to honour the Haven's Family donation of this station. Mrs. Newman is proposing a brass plaque. Council is concerned about theft of this precious metal and a suggestion of a plaque similar to Joe's Bush is to be presented to Mrs. Newman.

**10. Committee and Board Report**

**10.1 Housing Coalition Minutes from June 15 and 30.**

**10.2 Heritage Homes March 2021 Minutes and Financials**

**10.3 Councillor Reports from Committees**

Councillor Rowe reported that at the most recent Four Counties Transportation Services Committee the committee approved an increase in the bus capacity from 4 to 8 passengers.

**11. Waiver of Fees Requests**

**Resolution No. 2021- 246**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That West Elgin Council here by approves the waiver of fees for the rental of the Miller Park Pavilion.

**Carried**

## **12. Accounts**

**Resolution No. 2021- 247**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #7 amounting to \$ 2,045,304.70 in settlement of General, Road, Water and Arena Accounts including EFT#4046-4159, online Payments# 713-733, Cheques 25722-25741 and Payroll PP13-14.

**Carried**

## **13. Correspondence**

**13.1 Ministry of Municipal Affairs and Housing - Municipal Modernization Program**

**13.2 Elgin County Council Highlights - June 22, 2021**

**13.3 Elgin County Council Highlights - July 6, 2021**

**13.4 Elgin County Warden's Golf Tournament**

**Resolution No. 2021- 248**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby approves the paying of fees to register up to 4 staff members for the Warden's Golf Tournament.

**Carried**

**13.5 LTCVA - Conservation Authorities Act Comments**

**13.6 City of Woodstock - Affordable Housing Crisis**

**13.7 Municipality of St Charles - Municipal Land Transfer Tax**

**13.8 Municipality of Chatham-Kent - Support for the Induction of Coloured All-Stars into the Canadian Baseball Hall of Fame**

**Resolution No. 2021- 249**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby supports Chatham-Kent's resolution for the Induction of Coloured All-Stars into the Canadian Baseball Hall of Fame.

**Carried**

**13.9 Town of Cochrane - Include PSA Test Costs for all Canadian Men**

**13.10 Township of The Archipelago - Bill 228 Banning unencapsulated Polystyrene Foam**

**13.11 Town of Aylmer - Elgin County Development Charges**

**13.12 Dutton Dunwich - Elgin County Development Charges**

**13.13 M. Browne - Drainage Issues**

**13.14 Elgin International Club - Request for letter of support**

**Resolution No. 2021- 250**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council direct staff to write a letter of support for the event as requested by Elgin International Club.

**Carried**

**14. Confirming By-Law**

**Resolution No. 2021- 251**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

That By-law 2021-46 being a By-law to confirm the proceedings of the Regular Meeting of Council held on July 22, 2021, be read a first, second and third and final time.

**Carried**



**15. Adjournment**

**Resolution No. 2021- 252**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That the Council of the Municipality of West Elgin hereby adjourn at 11:52 a.m. to meet again at 9:30 a.m. on August 19, 2021 or at the call of the Chair.

**Carried**

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Duncan McPhail, Mayor

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Jana Nethercott, Clerk