



# **Municipality of West Elgin**

## **Minutes**

### **Council Meeting**

**October 28, 2021, 9:00 a.m.**

**West Elgin Community Complex - Hybrid Meeting**

**160 Main Street**

**West Lorne**

**Electronic Hybrid Meeting**

**Present:**

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

**Staff Present:**

- M. Badura, CAO/ Treasurer**
- J. Nethercott, Clerk**
- L. Gosnell, Manager of Operations & Community Services**
- J. Morgan-Beunen, Chief Building Official**
- Jeff McArthur, Fire Chief**
- Mike Kalita, Utilities Supervisor**

**Also Present:**

- Tom Marks, Elgin County Warden**
- Julie Gonyou, CAO/Clerk, Elgin County**

**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- 338**

**Moved: Councillor Cammaert**

**Seconded: Councillor Rowe**

That West Elgin Council hereby adopts the Agenda as presented.

**Carried**

**3. Closed Session - 9 a.m.**

**Resolution No. 2021- 339**

**Moved: Councillor Tellier**

**Seconded: Councillor Cammaert**

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) of the *Municipal Act R.S.O. 2001* consideration will be given to matters pertaining to an identifiable individual, including a municipal or local board employee.

**Carried**

**4. Report from Closed Session**

Mayor McPhail reported out at 2:29 a.m.

**Resolution No. 2021- 340**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council provided direction to staff regarding matters pertaining to an identifiable individual.

**Carried**

**5. Disclosure of Pecuniary Interest**

No disclosures

**6. Delegations - 9:30 a.m.**

**6.1 Elgin County Update - Warden T. Marks and J. Gonyou CAO/Clerk**

Warden Marks and Ms. Gonyou provided an update on services and partnerships from the County of Elgin.

**7. Adoption of Minutes**

**Resolution No. 2021- 341**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That the Minutes of the Council meeting on October 14, 2021 be adopted as circulated and printed.

**Carried**

**8. Business Arising from Minutes**

None.

**9. Staff Reports**

**9.1 Building**

**9.1.1 J. Morgan-Beunen, CBO - Authorize Execution of Conditional Permit Agreement – Permit No. 2021-83**

**Resolution No. 2021- 342**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, Chief Building Official, be received for information purposes; and

That the proposed By-law, being a By-law to authorize execution of an Agreement with Carlos Azevedo for the issuance of a Conditional Building Permit at 24803 Pioneer Line, West Lorne, Ontario in the Municipality of West Elgin, be considered in the By-Law portion of the agenda.

**Carried**

**9.1.2 J. Morgan-Beunen, CBO - Delegation of Authority for Conditional Building Permits and Approval of Draft Agreement**

**Resolution No. 2021- 343**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Rowe**

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, Chief Building Official, be received for information purposes; and

That the proposed By-law, being a By-law to Delegate Authority to Enter into Conditional Building Permit Agreements to the Chief Building Official, be considered in the By-Law portion of the agenda.

**Carried**

## **9.2 Water**

### **9.2.1 M. Kalita, Utilities Supervisor - Mistele Side Road Water Line Extension**

**Resolution No. 2021- 344**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from Mike Kalita, Utilities Supervisor re: Mistele Side Road Water Line Extension; and

That West Elgin Council hereby approve the waiver of penalty and interest of \$346.35 outstanding as a result of the engineering for the Mistele Side Road Waterline for Mr. R. Van Every.

**Carried**

## **9.3 Fire**

### **9.3.1 J. McArthur, Fire Chief - Monthly Report – September 2021**

**Resolution No. 2021- 345**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

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

**Carried**

Council recessed at 10:27 a.m. and reconvened at 10:40 a.m.

## **9.4 Municipal Drains**

### **9.4.1 J. Nethercott, Clerk - Appoint Engineer for Drainage Works – DK Andrews Drain**

**Resolution No. 2021- 346**

**Moved: Deputy Mayor Leatham**

**Seconded: Councillor Tellier**

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Appoint Drainage Engineer for Drainage Works- DK Andrews Drain; and

That West Elgin Council hereby appoints Spriet & Associates Engineers to prepare a report for the major improvement of the DK Andrews Municipal Drain;

**Carried**

## **9.5 Planning**

### **9.5.1 B. Pearce, Planner - Consent Application E86-21 – Comments to County of Elgin (Planning Report 2021-31)**

**Resolution No. 2021- 347**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from Bryan Pearce regarding the consent application, File E86-21 – Comments to County of Elgin (Planning Report 2021-31);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for the severance application, File E86-21, subject to the Lower-Tier Municipal conditions in Appendix Two of this report;

And further that West Elgin Council directs Administration to provide this report as Municipal comments to the County of Elgin.

**Carried**

## **9.6 Clerks**

### **9.6.1 J. Nethercott, Clerk - Delegation Request – Dutton Dunwich/West Elgin Housing Stability Task Force**

**Resolution No. 2021- 348**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Delegation Request from Dutton Dunwich/West Elgin Housing Stability Task Force for information purposes; and

That West Elgin Council hereby direct staff to issue a letter to the Task Force detailing the information that is being requested prior to inviting them back as a delegation.

**Carried**

## **10. Committee and Board Report**

### **10.1 Councillor Reports from Committees**

None.

## **11. Council Announcements/Inquires**

### **11.1 Notice of Motion**

None.

### **11.2 Councillor Announcements**

None.

### **11.3 Matters of Urgency**

**Resolution No. 2021- 349**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby approve the Mayor and Clerk to sign the Transfer Payment Agreement for Investing in Canada Infrastructure Program: COVID-19 Resilience Infrastructure Stream - Local Government Intake.

**Carried**

## **12. Accounts**

### **Resolution No. 2021- 350**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #10A amounting to \$ 230,945.13 in settlement of General, Road, Water and Arena Accounts including EFT#4452-4491, online Payments# 792-797, cheque# 25777-25793 and Payroll PP21.

**Carried**

## **13. Correspondence**

### **13.1 Elgin County - Council Highlights October 12, 2021**

### **13.2 Municipality of Leamington - Support AMO's recommendations to Long-Term Care COVID-19 Commission**

#### **Resolution No. 2021- 351**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

Whereas the Association of Municipalities of Ontario (AMO) has provided Board-approved submission, Improving Long-Term Care Outbreak Response in Ontario: Submission to the Long-Term Care COVID-19 Commission, on January 29, 2021, outlining recommendations to the Commission on behalf of the municipal governments that operate 100 of the 626 long-term care homes in Ontario; and

Whereas AMO's submission puts forward 48 recommendations for action in both public and private long-term care homes across nine themes: Vision for Long-Term Care and Leadership Culture, Public Health and Safety, Planning and Communications, Staffing Measures, Care for Residents, Funding, Inspections-Enforcement and Compliance, and Mental Health and Well-Being; and

Now Therefore the Municipality of West Elgin endorses AMO's recommendations contained in its submission to the Long-Term Care COVID-19 Commission; and

That West Elgin Council endorses the Municipality of Leamington's resolution C-279-21.

**Carried**

**13.3 Ontario Provincial Police - Memorial dedicated to Officers who died by suicide**

**13.4 West Lorne Optimist - Request to Close Road**

**Resolution No. 2021- 352**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby supports the closure of Graham Road between Gilbert Street and West Elgin Community Centre, on Friday November 26, 2021 between 7:00 p.m. and 8:30 p.m.

**Carried**

**13.5 Royal Canadian Legion - Remembrance Day Request**

**Resolution No. 2021- 353**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That West Elgin Council hereby supports the closure of Graham Road between Jessie Street and Marsh Line, on November 11, 2021 between 10:30 a.m. and 11:30 a.m.

**Carried**

**Resolution No. 2021- 354**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That West Elgin Council support the closure of Furnival Road between Victoria Street and Clark Street, on November 7, 2021 between 10:30 a.m. and 11:30 a.m.

**Carried**

**14. Up Coming Meeting Dates**

Correction to the Date of the Council meeting in December it should be December 16.



## **15. By-Laws**

### **15.1 By-Law 2021-58 - ICIP Community, Culture and Recreation Grant Transfer Payment Agreement**

**Resolution No. 2021- 355**

**Moved: Councillor Rowe**

**Seconded: Councillor Tellier**

That By-Law 2021-58 being a By-law to Authorize the Execution of the Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Community, Culture and Recreation Stream Project between Her Majesty the Queen Right in Ontario represented by the Minister of Infrastructure and the Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

**Carried**

### **15.2 By-law 2021-59 - Conditional Building Permit Agreement**

**Resolution No. 2021- 356**

**Moved: Councillor Cammaert**

**Seconded: Deputy Mayor Leatham**

That By-law 2021-59 being a Bylaw to authorize execution of an Agreement with Carlos Azevedo for the issuance of a Conditional Building Permit at 24803 Pioneer Line, West Lorne, Ontario in the Municipality of West Elgin, be read a first, second and third and final time.

**Carried**

### **15.3 By-Law 2021-61 - Delegation of Authority for Conditional Building Permit Agreements**

**Resolution No. 2021- 357**

**Moved: Councillor Rowe**

**Seconded: Councillor Cammaert**

That By-law 2021-61 being a By-law to Delegate Authority to Enter into Conditional Building Permit Agreements to the Chief Building Official, be read a first, second and third and final time.

**Carried**

**16. Confirming By-Law**

**Resolution No. 2021- 358**

**Moved: Councillor Tellier**

**Seconded: Deputy Mayor Leatham**

That By-Law 2021-60 being a By-Law to confirm the proceedings of the Regular Meeting of Council held on October 28, 2021, be read a first second and third and final time.

**Carried**

**17. Adjournment**

**Resolution No. 2021- 359**

**Moved: Councillor Cammaert**

**Seconded: Councillor Tellier**

That the Council of the Municipality of West Elgin hereby adjourn at 11:32 a.m. to meet again at 9:00 a.m. on November 4, 2021 as Committee of the Whole and November 18, 2021 as Council or at the call of the Chair.

**Carried**

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Duncan McPhail, Mayor

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Jana Nethercott, Clerk