



Municipality of
Dutton Dunwich

Council Minutes
Held via web conference
199 Currie Road, Dutton, Ontario
May 12, 2021 - 5:00 p.m.

Present:

Mayor Bob Purcell
Deputy Mayor Mike Hentz
Councillor Patricia Corneil
Councillor Amarilis Drouillard
Councillor Ken Loveland
CAO/Clerk Heather Bouw
Treasurer Tracy Johnson
Deputy Clerk Tara Kretschmer

Opening of the Meeting

2021.09.01 MOVED by Drouillard and SECONDED by Loveland THAT the meeting of the Council of the Municipality of Dutton Dunwich opens at 5:00p.m.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

A quorum was present.

Declaration of Pecuniary Interest

Councillor Corneil declared a pecuniary interest for item 06.C) Pickup Truck Re-bid Tender Results 2021 due to a familial relationship.

Adoption of Minutes

2021.09.02 MOVED by Hentz and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich approves the draft minutes of the April 28, 2021 meeting forwarded to Council Members, and the Mayor and the CAO/Clerk are authorized to sign same.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

REVIEW OF ITEMS NOT LISTED ON AGENDA

a) No items.

PUBLIC WORKS DEPT

Public Works Monthly Report

2021.09.03 **MOVED** by Loveland and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Manager of Roads and Facilities titled “Public Works Monthly Report for April 2021”, dated May 12, 2021 for information.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

Monthly Safety Meeting Minutes

2021.09.04 **MOVED** by Hentz and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich receives the “Public Works Department Safety Meeting” minutes, dated April 26, 2021 for information.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

Pickup Truck Tender Results 2021

2021.09.05 **MOVED** by Loveland and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Manager of Roads and Facilities titled “Pickup Truck Tender Results 2021”, dated May 12, 2021 for information; and

THAT Council award the tender for the supply and delivery of a pickup truck from Finch Chevrolet Cadillac Buick GMC in the amount of \$40,617 +HST.

Corneil – Abstain
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

WATER DEPARTMENT

Water Operations Manager’s Monthly Report

2021.09.06 **MOVED** by Loveland and **SECONDED** by Hentz **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Water Operations Manager titled “Water Operations Report – April 2021”, dated May 12, 2021 for information.

Corneil – Yes
Drouillard – Yes
Loveland – Yes

Hentz – Yes
Purcell - Yes

CARRIED

Monthly Safety Meeting Minutes

2021.09.07 MOVED by Corneil and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives the “Water Department Safety Meeting” minutes, dated May 6, 2021 for information.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

Pickup Truck Re-bid Tender Results 2021

2021.09.08 MOVED by Drouillard and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the Water Operations Manager titled “Pickup Truck Re-Bid Tender Results 2021”, dated May 12, 2021 for information; and

THAT Council award the Re-Bid Tender for supply and delivery of a Regular cab 4WD, 140” work truck to Finch Chevrolet Cadillac Buick GMC in the amount of \$37,830.00 plus HST.

Corneil –
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

WASTEWATER DEPARTMENT

Wastewater Operator Monthly Report

2021.09.09 MOVED by Hentz and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Wastewater Operator titled “Monthly Report – April 2021”, dated May 12, 2021 for information.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

BUILDING DEPT

Monthly Building Activity Report

2021.09.10 MOVED by Loveland and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives the report of the Chief Building Official titled “Building Activity Report – April 2021”, dated May 12, 2021 for information.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

FIRE DEPARTMENT

Fire Chief's Monthly Report

2021.09.11 MOVED by Drouillard and **SECONDED** by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Fire Chief titled "Monthly Report – April 2021", dated May 12, 2021 for information.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

PLANNING DEPARTMENT

Committee of Adjustments

2021.09.12 MOVED by Hentz and **SECONDED** by Drouillard THAT the regular meeting end to sit as a Committee of Adjustment hearing to hear Application File No. MV 05/21 filed by Andrew, Robert and Nancy McKillop at 5:17 p.m.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

2021.09.13 MOVED by Loveland and **SECONDED** by Corneil THAT the regular meeting reconvene at 5:33 p.m.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

DRAINAGE DEPARTMENT

Drainage Superintendent's Monthly Report

2021.09.14 MOVED by Corneil and **SECONDED** by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Drainage Superintendent titled "Monthly Activity Report For April 2021", dated May 12, 2021 for information.

Corneil – Yes

Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

Receive the Report – Brown Drain Upper Branches

2021.09.15 **MOVED** by Drouillard and **SECONDED** by Loveland **THAT** the Council of the Municipality of the Dutton Dunwich receives the Engineer’s report for the Brown Drain Upper Branches and instructs the Clerk to notify everyone required to be notified under Section 41 of the Drainage Act of its intention to proceed with this drain and will hold a Meeting to Consider the Report at their regular Council meeting June 9, 2021 at 5:15 p.m.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

PLANNING DEPARTMENT CONTINUED

Reconsideration of Application Decision – E 27/21 – 29420 Thamesview Line

The Mayor explained that further information was received from the applicant regarding the reason of the application. The Planner recapped her April 14, 2021 report to Council regarding Application E 27/21. The Planner explained that the next steps include resubmitting to the County Land Division Committee, the Committee would then recirculate notices and Council will have the opportunity to respond to the Committee. Councillor Loveland stated that he is not opposed to the application, he is concerned the applicant would have to start the process over if a condition is based on the approval of the Official Plan.

2021.09.16 **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich previously carried resolution #2021.07.05 recommending the County of Elgin Land Division Committee table application E 27/21; and

WHEREAS Council has received further information regarding the purpose of Application E 27/21 for 29420 Thamesview Line filed by James Stuart Simpson; and

NOW THEREFORE the Council of the Municipality of Dutton Dunwich would like to re-visit their decision for Application E 27/21 at the next Council meeting.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

CORRESPONDENCE

- a) **Elgin Group Police Services Board** – Elgin Group Police Services Board
Composition

2021.09.17 **MOVED** by Drouillard and **SECONDED** by Corneil **THAT** correspondence item 12.a) from the Elgin Group Police Services Board be received and filed.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

- b) **City of Brantford** – Request – Province of Ontario Withdraw its Prohibition on Golfing and Any Other Outdoor Recreational Activities

2021.09.18 **MOVED** by Loveland and **SECONDED** by Hentz **THAT** the Council of the Municipality of Dutton Dunwich supports the resolution from the City of Brantford requesting that the Province of Ontario withdraw its prohibition on golfing and any other outdoor recreational activities which can be enjoyed while maintaining proper social distancing; and **THAT** a copy of this resolution be forwarded to Jeff Yurek, MPP, Karen Vecchio, MP and the City of Brantford.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

- c) **Town of Fort Erie** – Province Investigating and Updated Source Water Protection Legislation

2021.09.19 **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich supports the resolution of the Town of Fort Erie requesting that the Ministry of Environment, Conservation and Parks consider legislative changes that would permit the expansion of source water protection to aquifers and private services, and further; and

THAT a copy of this resolution be forwarded to Jeff Yurek, MPP, Karen Vecchio, MP and the Town of Fort Erie.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

- d) **Karen Vecchio, MP** – Request for National 3-digit Suicide Prevention Hotline

2021.09.20 **MOVED** by Loveland and **SECONDED** by Corneil **WHEREAS** the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline; and

WHEREAS the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200 percent; and

WHEREAS existing suicide prevention hotlines requires the user to remember a 10-digit number and go through directories or be placed on hold; and

WHEREAS in 2022 the United States will have in place a national 988 crisis hotline; and

WHEREAS the Council of the Municipality of Dutton Dunwich recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

NOW THEREFORE IT BE RESOLVED THAT the Council of the Municipality of Dutton Dunwich endorses this 988 crisis line initiative; and

THAT a copy of this resolution be forwarded to Jeff Yurek, MPP, Karen Vecchio, MP and the Federal Minister of Health and the CRTC.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

e) Township of Archipelago – Road Management Action on Invasive Phragmites

2021.09.21 **MOVED** by Drouillard and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich supports the resolution of the Township of the Archipelago requesting that the Ontario Ministry of Transportation to map and treat invasive Phragmites annually on all its highways; and

THAT the Ontario Ministry of Transportation (MTO) communicates the strategy on mapping (detecting sites) and controlling invasive Phragmites on provincial highways, the specific highway management plans and results by each MTO region and each highway in the region and work in coordination with municipalities; and

THAT a copy of this resolution be forwarded to Jeff Yurek, MPP, Karen Vecchio, MP and the Minister of Transportation and the Township of the Archipelago.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

2021.09.22 **MOVED** by Hentz and **SECONDED** Corneil **THAT** relevant correspondence was reviewed.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

CONSENT AGENDA

Consent Correspondence

- a) **Township of Scugog** – Bus Stops on Dead End Roads
- b) **Thames Sydenham Source Water Protection Committee** – Appointment of Brent Clutterbuck to Thames-Sydenham and Region Source Protection Committee
- c) **Ministry of the Attorney General** – Changes to Liquor Licensing
- d) **Minister of Canadian Heritage** – Celebrate Canada 2021 Funding
- e) **Town of Perth** – Provincial Hospital Funding of Major Capital Equipment
- f) **Municipality of Calvin** – Resolution re: Endorsement of 3-digit suicide and crisis hotline

Committee Reports

- By-Law Enforcement
- Community Policing Committee
- Cultural Heritage Committee
 - March 17, 2021 meeting minutes
- Dutton Dunwich Senior's
- Economic Development Committee
- Elgin Phragmites Working Group
- Elgin-St. Thomas Municipal Association
- Emergency Management
- Fire Department
- Healthy Communities Partnership
- Housing Stability Coalition
 - March 22, 2021 meeting minutes
- Lower Thames Valley Conservation Authority
- Occupational Health and Safety
- Recreation Committee
- Shoreline Management Report
- Source Protection Authority
- Trans Canada Trail
- Tri County Committee
- West Elgin Community Centre Board of Management
 - March 10, 2021 meeting minutes
- Youth Task Team
 - April Newsletter

2021.09.23 MOVED by Corneil and SECONDED by Drouillard THAT the items on the Consent Agenda be approved.

**Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes**

CARRIED

CAO/CLERK'S REPORT

2022 Municipal Election – Method of Vote

The CAO/Clerk presented this report to Council.

2021.09.24 MOVED by Loveland and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the CAO/Clerk

titled "2022 Municipal Election – Method of Vote", dated May 12, 2021 for information; and

THAT Council approve the use of paper ballots and vote tabulations for the 2022 Municipal Election; and

THAT the 2022 municipal election maintain the "first past the post" election model; and

THAT the Council of the Municipality of Dutton Dunwich hereby directs staff to prepare a 2022 Municipal Election – Method of Vote By-law for Council consideration.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

TREASURER'S REPORT

Council Remuneration Report 2020

The Treasurer presented this report to Council.

2021.09.25 MOVED by Corneil and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "Council Remunerations Report 2020", dated May 12, 2021 for information.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

Q1 Budget to Actual

The Treasurer presented this report to Council.

2021.09.26 MOVED by Drouillard and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "Q1 Budget to Actual", dated May 12, 2021 for information.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

UNFINISHED BUSINESS

Rescind By-law #2020-47 Dutton and Area Quad Rider Agreement

2021.09.27 MOVED by Hentz and SECONDED by Loveland WHEREAS the Council of the Municipality of Dutton Dunwich passed by-law #2020-46 being

a by-law to regulate the use of off-road vehicles in the Municipality of Dutton Dunwich; and

WHEREAS Council has determined that an agreement with a recognized agency is no longer a requirement; and

THAT the Council of the Municipality of Dutton Dunwich rescinds by-law #2020-47, being a by-law to authorize the execution of an off-road vehicle agreement between the Dutton and Area Quad Riders Corp 1136064-7 and the Corporation of the Municipality of Dutton Dunwich to permit the use of off-road vehicles on specified highways.

Corneil – Yes

Drouillard – Yes

Loveland – Yes

Hentz – Yes

Purcell - Yes

CARRIED

Municipal Building Improvements – Councillor Loveland verbal report

Councillor Loveland reported that the Committee feels that a designer needs to be brought in and that they have spoken to two engineers. It is recommended that the Committee ask for proposals. Major improvements need to be made to accessibility and costs are currently high due to the pandemic making the project cost prohibitive at the moment.

Council directs Councillor Loveland and the Committee to request 3 proposals for renovations the Municipal Office.

Sewage Treatment Plant Improvements – Councillor Loveland verbal report

Councillor Loveland reported that a meeting with the engineers determined that if the commercial land were to be developed, major improvements to the Wastewater Treatment Plant would be required. A prioritization list and plan have been laid out using a phased approach. Councillor Loveland added that the Environmental assessment is good for 20 years. Deputy Mayor Hentz noted that staff are investigating development charges.

NEW BUSINESS

Affordable Housing Discussion

Councillor Corneil explained that house prices are increasing rapidly and there are many people moving to the community from major urban centres and it has been exacerbated due to the pandemic, people have lost income or their jobs. There should be some planning done to allow people to stay in their communities. She noted that the Housing Stability Coalition received funds for a housing feasibility study and that there would be a County-wide housing feasibility study completed. She expressed concern for renters in the community who are losing their units due to landowners selling in the lucrative market.

ANNOUNCEMENTS

Deputy Mayor Hentz announced that the ReLeaf program was a success over the last two weekends.

CLOSED SESSION

2021.09.28 MOVED by Corneil and SECONDED by Hentz THAT the Council for the Municipality of Dutton Dunwich now moves into a session of the meeting that shall be closed to the public at 6:27 pm, in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c.25 for discussion of the following matters:

- a) Labour relations or employee negotiations – s.239(2)(b) of the Municipal Act
- b) Third-party information supplied in confidence to the municipality – s.239(2)(i) of the Municipal Act

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

2021.09.29 MOVED by Corneil and **SECONDED** by Hentz THAT the Council for the Municipality of Dutton Dunwich hereby comes out of the closed session of the meeting at 7:24 p.m., and the regular meeting reconvenes.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

RISE AND REPORT - OPEN

2021.09.30 MOVED by Drouillard and **SECONDED** by Loveland THAT the Council of the Municipality of Dutton Dunwich adopts the confidential resolution CL 2021-08 moved in the closed session.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

a) Labour relations or employee negotiations

2021.09.31 MOVED by Loveland and **SECONDED** by Corneil THAT regarding closed session item a) labour relations or employee negotiations s.239(2)(d) of the Municipal Act, that staff proceed as directed by Council.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

b) Third-party information supplied in confidence to the municipality

2021.09.32 MOVED by Corneil and **SECONDED** by Drouillard THAT regarding closed session item b) third-party information supplied in confidence to the municipality – s.239(2)(i) of the Municipal Act, that staff proceed as directed by Council.

Corneil – Yes

Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

2021.09.33 **MOVED** by Hentz and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich appoints Councillor Loveland as a Council representative to the Dutton Dunwich Economic Development Committee.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

PROPOSED BY-LAWS

2021.09.34 **MOVED** by Corneil and **SECONDED** by Loveland **THAT** By-Law #2021-37, a by-law to authorize the Mayor and the Clerk to execute an amending agreement with Her Majesty the Queen in right of Ontario as represented by the Solicitor General for the provision of police services for the Elgin group municipalities, be read a first, second and third time and passed.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

2021.09.35 **MOVED** by Loveland and **SECONDED** by Drouillard **THAT** By-Law #2021-38, a by-law to amend by-law #2020-46 to regulate the use of off-road vehicles in the Municipality of Dutton Dunwich, be read a first, second and third time and passed.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

2021.09.36 **MOVED** by Loveland and **SECONDED** by Hentz **THAT** By-Law #2021-39, being a by-law to establish a levy for the year 2021, to adopt tax rates for 2021 and to provide for penalty and interest in default of payment and the collection thereof, be read a first, second and third time and passed.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes

CARRIED

2021.09.37 MOVED by Corneil and SECONDED by Drouillard THAT By-Law #2021-40, being a by-law to confirm the proceedings of the Municipal Council of the Municipality of Dutton Dunwich, be read a first, second and third time and passed.

**Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes**

CARRIED

NEXT MEETING SCHEDULE

May 26, 2021 – 5:00 p.m.

June 9, 2021 – 5:00 p.m.

ADJOURNMENT

2021.09.38 MOVED by Hentz and SECONDED by Corneil THAT the meeting of the Council of the Municipality of Dutton Dunwich closes at 7:32 p.m.

**Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell - Yes**

CARRIED

Robert (Bob) Purcell, Mayor

Heather Bouw, CAO/Clerk

This document is available in an accessible format or with appropriate communication supports upon request.