



Municipality of  
**Dutton Dunwich**

**Council Minutes**  
**Held via web conference**  
**199 Currie Road, Dutton, Ontario**  
**February 10, 2021 - 5:00 p.m.**

Present:

Mayor Bob Purcell  
Deputy Mayor Mike Hentz  
Councillor Patricia Corneil  
Councillor Amarilis Drouillard  
Councillor Ken Loveland  
Clerk Heather Bouw  
Archival, Records and Clerk's Assistant Tara Kretschmer

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**Opening of the Meeting**

**2021.03.01 MOVED by Hentz and SECONDED by Loveland THAT the meeting of the Council of the Municipality of Dutton Dunwich opens at 5:01p.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 11.a) for Minor Variance Application MV 02/21 by Jeff Corneil due to familial relationship.

**Adoption of Minutes**

**2021.03.02 MOVED by Corneil and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich approves the draft minutes of the January 27, 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) Closed Session – d) Personal matter about an identifiable individual – s.239(2)(b) of the Municipal Act

## **PUBLIC WORKS DEPT**

### Public Works Monthly Report

**2021.03.03** **MOVED** by Loveland and **SECONDED** by Corneil **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 January 2021", dated February 10, 2021 for information.

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

**CARRIED**

### Monthly Safety Meeting Minutes

**2021.03.04** **MOVED** by Drouillard and **SECONDED** by Hentz **THAT** the Council of the Municipality of Dutton Dunwich receives the "Public Works Department Safety Meeting" minutes dated February 2, 2021 for information.

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

**CARRIED**

## **CORRESPONDENCE**

a) **Beth Preszcator** – Coyne Road Speed Change and Other Unnecessary Signage

After consulting with Spriet Associations, the Manager of Roads and Facilities explained that the completion of a road study could determine the need to reduce speed limits from what is currently posted. A quote was received for a road study in the amount of \$3000.00 plus HST. Council determined that a road study was not required at this time, and that the current speed limit shall remain.

**2021.03.05** **MOVED** by Corneil and **SECONDED** by Hentz **THAT** correspondence item 12.a) from Beth Preszcator be received and filed.

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

**CARRIED**

## **WATER DEPARTMENT**

### Water Operations Manager's Monthly Report

**2021.03.06** **MOVED** by Drouillard and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Water Operations Manager titled "Water Operations report – January 2021", dated February 10, 2021 for information; and

**THAT Council receives the 2020 Annual Compliance Report for the Dutton Dunwich Drinking Water System**

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

**CARRIED**

Monthly Safety Meeting Minutes

**2021.03.07 MOVED by Hentz and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the “Water Department Safety Meeting” minutes, dated January 11, 2021 for information.**

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

**CARRIED**

**WASTEWATER DEPARTMENT**

Wastewater Operator Monthly Report

**2021.03.08 MOVED by Drouillard and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Wastewater Operator titled “Monthly Report – January 2021”, dated February 10, 2021 for information.**

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

**CARRIED**

**BUILDING DEPT**

Monthly Building Activity Report

**2021.03.09 MOVED by Loveland and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Chief Building Official titled “Building Activity Report – January 2021”, dated February 10, 2021 for information.**

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

**CARRIED**

**FIRE DEPARTMENT**

Fire Chief’s Monthly Report

**2021.03.10 MOVED by Drouillard and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Fire Chief titled "Monthly Report – January 2021", dated February 10, 2021 for information.**

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

**CARRIED**

### **DRAINAGE DEPARTMENT**

#### Drainage Superintendent's Monthly Report

**2021.03.11 MOVED by Hentz and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the Drainage Superintendent titled "Monthly Activity Report for January 2021", dated February 10, 2021 for information.**

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

**CARRIED**

#### Meeting to Consider the Report – Rivers-Trojek and Rivers-Moore Drains

**2021.03.12 MOVED by Corneil and SECONDED by Drouillard THAT the meeting to consider the engineer's report for the Rivers-Trojek and Rivers-Moore Drains opens at 5:17 p.m.**

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

**CARRIED**

The Chairman stated that this is the meeting to re consider the report for the Rivers-Trojek and Rivers-Moore Drains, dated December 7, 2020 submitted to Council by the Engineer John M. Spriet of Spriet Associates Ltd. The purpose of this meeting is to allow landowners and other affected parties to be given the opportunity to voice their concerns relating to any aspect of this report. He then did a roll call of affected parties as shown on the assessment schedules so attendance can be recorded. Landowners Don McLeod and Alan McKillop attended the meeting.

The Chairman continued that matters dealing specifically with assessment including where any land or road has been assessed too high or too low, any land or road that should have been assessed but has not been, or the land use was not duly considered will be dealt with by the Court of Revision at a date to be determined after the passing of a provisional by-law. He asked if everyone was notified of this meeting to consider the report of the engineer in an appropriate way that were required to be notified under the Drainage Act. The Clerk replied that yes, on January 14, 2021 all landowners and affected parties required to be notified under Section 41 of the Drainage Act were sent by regular mail, notice of the date and time and location of this meeting. The notice included a copy of the report of the engineer for the Rivers-Trojek and Rivers-Moore Drains, December 7, 2020.

In the same mailing a cover letter was sent informing affected parties that the meeting to consider the report of the engineer would be held by video conference or by calling in on a telephone because of COVID-19 assembly restriction. This letter informed them that the Municipality would be holding a test meeting on Wednesday, February 3, 2021 at 10:00am to try to ensure that those who wished to attend should be able to connect to the Council meeting.

The Chairman then asked the Engineer to present his report. John Spriet reported that this is a Section 78 report and the original drain was constructed in 1978 and some work was completed in 1993 on the South side of Silver Clay Line to reconstruct the drain up to Thomson Line. This drain is a tile drain with some open drain at the outlets.

The Chairman asked if there were any questions from Council. There were no questions from Council members. The Chairman then asked if there were any questions or concerns from landowners or affected parties. Mr. McKillop stated he had no questions or concerns. There was no response from Mr. McLeod.

The Chairman stated that the Clerk will be mailing a copy of the provisional by-law duly passed today to all landowners and affected parties as required by Section 46 of the Drainage Act. The Court of Revision for the Rivers-Trojek and Rivers-Moore Drains will be held on March 10, 2021 at 5:15pm. Due to COVID-19 this meeting will also be held virtually in the same manner as this meeting.

He continued, an owner of land assessed for the drainage works may appeal to the court of revision on any of the following grounds: any land or road has been assessed an amount that is too high or too low, any land or road that's should have been assessed has not been assessed, due consideration has not been given to the use being made of the land, by a written notice setting out the grounds of the appeal at least 10 days before the first sitting of the court of revision to the Clerk of the Municipality of Dutton Dunwich. Further, under Section 48 of the Drainage Act, any owner of land or any public utility affected by a drainage works, may appeal to the Tribunal, on other aspects of this drainage works and in every case a notice of appeal shall be served within 40 days of the mailing of the provisional by-law with the Clerk of the Municipality of Dutton Dunwich. A fact sheet titled "Drainage Act Appeals", the form required to file an appeal with regards to this drain are available on the OMAFRA website and upon request at the Municipal Office. If you have any questions regarding this drain or any other Municipal drain in the Municipality of Dutton Dunwich please contact our Drainage Superintendent, Brent Clutterbuck at the Municipal office.

**2021.03.13 MOVED by Loveland and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich will provisionally adopt by-law #2021-15 during this meeting; and**

**THAT the meeting to consider the engineer's report for the Rivers-Trojek and Rivers-Moore Drains closes at 5:26 p.m. and the regular meeting reconvene.**

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

**CARRIED**

#### **CORRESPONDENCE Continued**

- b) **Ministry of Energy, Northern Development and Mines** – Request for Feedback on Ontario's Long-term Energy Planning Framework Through the Environmental Registry or Ontario

**2021.03.14 MOVED by Loveland and SECONDED Corneil THAT correspondence item 12.b) from the Ministry of Energy, Northern Development and Mines be received and filed.**

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

**CARRIED**

**2021.03.15 MOVED by Hentz and SECONDED Drouillard THAT relevant correspondence was reviewed.**

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

**CARRIED**

### **CONSENT AGENDA**

#### Consent Correspondence

- a) **Western Ontario Wardens Caucus** – ROMA 2021
- b) **Ontario Stone, Sand & Gravel Association** – Gravel Facts in Ontario
- c) **Elgin County** – County Council Highlights January 26, 2021
- d) **Elgin County** – Aylmer-Elgin-St. Thomas Community Safety and Well-Being Plan Update
- e) **Township of Asphodel-Norwood** – Community Safety & Well-Being Plan Extension Request
- f) **Elgin County** – Special Meeting of County Council/Public Notice – County of Elgin Official Plan Review
- g) **Aylmer Express** – County Seeking Homelessness Funding

#### Committee Reports

- By-Law Enforcement
- Community Policing Committee
- Cultural Heritage Committee
  - December 15, 2020 meeting minutes
- Dutton Dunwich West Elgin Community Fund
  - November 13, 2020 meeting minutes
- Dutton Dunwich Senior's
- Economic Development Committee
  - December 9, 2020 meeting minutes
- Elgin Phragmites Working Group
- Elgin-St. Thomas Municipal Association
- Emergency Management
- Fire Department
- Healthy Communities Partnership
- 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
  - December 9, 2020 meeting minutes

**2021.03.16 MOVED by Corneil and SECONDED by Hentz THAT the items on the Consent Agenda be approved.**

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

**CARRIED**

**PLANNING DEPARTMENT**

Committee of Adjustment

**2021.03.17 MOVED by Drouillard and SECONDED by Loveland THAT the regular meeting end to sit as a Committee of Adjustment hearing to hear application MV 02/21 filed by Jeff Corneil at 5:30 p.m.**

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

**CARRIED**

**2021.03.18 MOVED by Loveland and SECONDED by Drouillard THAT the regular meeting reconvenes at 5:35 p.m.**

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

**CARRIED**

The Planner presented the updated Schedule “D” to the Official Plan. Councillor Loveland requested that staff correspond with the property owners prior to submission to the County. Council then approved submission of the Official Plan to the County.

**CLOSED SESSION**

**2021.03.19 MOVED by Hentz and SECONDED by Drouillard 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 5:49 pm, in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c.25 for discussion of the following matters:**

- a) Advice that is subject to solicitor-client privilege including communications necessary for that purpose – s.239(2)(f) of the Municipal Act
- b) Labour relations or employee negotiations – s.239(2)(d) of the Municipal Act
- c) Third-party information supplied in confidence to the municipality – s.239(2)(i) of the Municipal Act

d) Personal matter about an identifiable individual – s.239(2)(b) of the Municipal Act

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

**CARRIED**

2021.03.20 MOVED by Drouillard and SECONDED by Coneil THAT the Council for the Municipality of Dutton Dunwich hereby comes out of the closed session of the meeting at 6:26 p.m., and the regular meeting reconvenes.

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

**CARRIED**

**RISE AND REPORT - OPEN**

2021.03.21 MOVED by Loveland and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich adopts the confidential resolution CL 2021-03 moved in the closed session.

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

**CARRIED**

a) Advice that is subject to solicitor-client privilege including communications necessary for that purpose

2021.03.22 MOVED by Hentz and SECONDED by Drouillard THAT regarding closed session item a) advice that is subject to solicitor-client privilege including communications necessary for that purpose – s.239(2)(f) of the Municipal Act, that staff proceed as directed by Council.

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

**CARRIED**

b) Labour relations or employee negotiations

2021.03.23 MOVED by Hentz and SECONDED by Drouillard THAT regarding closed session item b) 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

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

**2021.03.24 MOVED by Drouillard and SECONDED by Corneil THAT regarding closed session item c) 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

d) Personal matter about an identifiable individual

**2021.03.25 MOVED by Corneil and SECONDED by Loveland THAT regarding closed session item d) personal matter about an identifiable individual – s.239(2)(b) of the Municipal Act, that staff proceed as directed by Council.**

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

CARRIED

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None.

**ANNOUNCEMENTS**

None.

**2021 BUDGET PUBLIC MEETING**

**2021.03.26 MOVED by Loveland and SECONDED by Drouillard THAT the Public Meeting for the 2021 Proposed Budget opens at 6:30 p.m.**

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

CARRIED

Joe McMillan presented the Proposed 2021 Budget. Norah Bennetto inquired where revenue was included from the solar farm and requested an explanation of the increase in building dept office supplies. Joe McMillan explained that the solar farm revenue was included in

administrative other revenue. He then explained that the building department supplies accounts for the new software and that this is a shared cost with West Elgin.

**2021.03.27 MOVED by Hentz and SECONDED by Corneil THAT the Public Meeting for the 2021 Proposed Budget closes at 6:54 p.m. and the regular meeting reconvenes.**

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

**CARRIED**

**PROPOSED BY-LAWS**

**2021.03.28 MOVED by Drouillard and SECONDED by Loveland THAT By-Law #2021-13, being a by-law to amend an agreement to lease a portion of the premises located at 156 Curie Road 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**

**2021.03.29 MOVED by Loveland and SECONDED by Corneil THAT By-Law #2021-14, being a by-law to adopt a revised Official Plan for the Corporation 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**

**2021.03.30 MOVED by Hentz and SECONDED by Corneil THAT By-Law #2021-15, being a by-law to borrow on the credit of the corporation the amount of \$250,000 for the improvement of the Rivers-Trojek and Rivers-Moore Drains be read a first and second time and provisionally adopted, and the Court of Revision to be held on March 10, 2021 at 5:15 p.m.**

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

**CARRIED**

**2021.03.31 MOVED by Hentz and SECONDED by Corneil THAT By-Law #2021-16, being a by-law to appoint a Deputy Clerk for 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**

**2021.03.32 MOVED by Drouillard and SECONDED by Loveland THAT By-Law #2021-17, being a by-law to adopt the current budgetary estimates for the year 2021 be read a first, second and third time and passed.**

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

**CARRIED**

**2021.03.33 MOVED by Loveland and SECONDED by Hentz THAT By-Law #2021-18, 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**

February 24, 2021 – 5:00 p.m.

March 10, 2021 – 5:00 p.m.

**ADJOURNMENT**

**2021.03.34 MOVED by Corneil and SECONDED by Loveland THAT the meeting of the Council of the Municipality of Dutton Dunwich closes at 6:59 p.m.**

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

**CARRIED**

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Robert (Bob) Purcell, Mayor

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Heather Bouw, CAO/Clerk

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