



Municipality of
Dutton Dunwich

Council Minutes
Held via web conference
199 Currie Road, Dutton, Ontario
February 9, 2022 - 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

2022.04.01 **MOVED** by Loveland and **SECONDED** by Hentz **THAT** the meeting of the Council of the Municipality of Dutton Dunwich opens at 5:03 p.m.

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

CARRIED

A quorum was present.

Declaration of Pecuniary Interest

None declared.

Adoption of Minutes

2022.04.02 **MOVED** by Drouillard and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich approves the draft minutes of the January 26, 2022 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) By-law #2022-23 Interim Tax By-law
- b) By-law #2022-24 Temporary Borrowing By-law

PUBLIC WORKS DEPT

Public Works Monthly Report

2022.04.03 **MOVED** by Hentz 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 January 2022", dated February 9, 2022 for information.

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

CARRIED

Harvest Gate Subdivision Winter Maintenance

2022.04.04 **MOVED** by Drouillard and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Manager of Roads and Facilities titled "Harvest Gate Subdivision Winter Maintenance", dated February 9, 2022 for information; and **THAT** the Municipality of Dutton Dunwich enter into an agreement with Titan Group to provide snowplowing services for Harvest Gate Subdivision for the winter season until April 15, 2022.

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

CARRIED

WATER DEPARTMENT

Water Operations Manager's Monthly Report

2022.04.05 **MOVED** by Corneil and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Water Operations Manager titled "Water Operations Report – January 2022", dated February 9, 2022 for information.

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

CARRIED

Monthly Safety Meeting Minutes

2022.04.06 **MOVED** by Loveland and **SECONDED** by Hentz **THAT** the Council of the Municipality of Dutton Dunwich receives the "Water Department Safety Meeting" minutes dated February 1, 2022 for information.

Corneil – Yes
Drouillard – Yes
Loveland – Yes
Hentz – Yes

Purcell - Yes

CARRIED

WASTEWATER DEPARTMENT

Wastewater Operator Monthly Report

2022.04.07 **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Wastewater Operator titled "Monthly Report – January 2022", dated February 9, 2022 for information.

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

CARRIED

BUILDING DEPT

Monthly Building Activity Report

2022.04.08 **MOVED** by Drouillard 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 2022", dated February 9, 2022 for information.

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

CARRIED

FIRE DEPARTMENT

Fire Chief's Monthly Report

2022.04.09 **MOVED** by Corneil and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Acting Fire Chief titled "Monthly Report – January 2022", dated February 9, 2022 for information.

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

CARRIED

Fire Communications Agreement

2022.04.10 **MOVED** by Loveland and **SECONDED** by Hentz **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Acting Fire Chief titled "Fire Communications Agreement", dated February 9, 2022 for information; and

THAT Council approves By-law #2022-19 Agreement for Fire Communications.

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

CARRIED

Town of Tillsonburg Joint Fire Service Modernization Program

The Acting Fire Chief presented this report to Council.

2022.04.11 MOVED by Hentz and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives the report of the Acting Fire Chief titled "Town of Tillsonburg Joint Fire Service Modernization Program", dated February 9, 2022 for information.

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

CARRIED

PLANNING DEPARTMENT

ZBA 15/21 – Dietrich – 31044 Duff Line

2022.04.12 MOVED by Drouillard and SECONDED by Corneil THAT the public meeting to consider Zoning By-law Amendment file no. ZBA 15/21, filed by Christopher and Jennifer Dietrich, for 31044 Duff Line, Municipality of Dutton Dunwich opens at 5:18 p.m.

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

CARRIED

The Mayor stated that this is a public meeting as required by section 34 of the Planning Act to afford any person an opportunity to make representation with respect to a proposed zoning by-law amendment to rezone the subject property from Large Lot Agricultural (A3) Zone to site specific Large Lot Agricultural (A3-2-T1) Zone to permit temporary residential accommodation until such time a new dwelling is constructed and to construct an additional residential unit (ARU). The subject property is concession 2, S ½ Lot 18, locally known as 31044 Duff Line, Municipality of Dutton Dunwich.

The Mayor then asked if any member of Council had a disclosure of interest concerning the proposals. There were none from Council.

The Mayor asked the CAO/Clerk what method of notice, and when was the notice given to the public for this meeting. The CAO/Clerk replied that a sign was posted on the subject property by January 14, 2022 and notices mailed to property owners within 120m of the subject property on January 12, 2022.

The Planner presented their report to Council.

The Mayor asked the CAO/Clerk if any comments were received from staff. The CAO/Clerk replied yes, and they are attached to the Planner's report. The Mayor asked the CAO/Clerk if any written submissions were received for this application. The CAO/Clerk replied yes, and they are attached to the Planner's report.

The Mayor then stated that before he opened the floor to questions from the public, please be advised if any person from the public wishes to receive further information on the action of council regarding the passing of a by-law on the proposed amendment, please ensure that they leave their name address and postal code with the Clerk prior to leaving the meeting. There were no questions from the public.

The Mayor asked if any Council members had any further questions. Deputy Mayor Hentz inquired if the ARU would be attached to the new dwelling. The Planner replied that it is within the new dwelling as an apartment.

The Mayor stated that if there are no further questions, please be advised that any person wishing further information on the actions of Council regarding the passing of a by-law on the proposed amendment, should leave their name, address and postal code with the Clerk prior to leaving the meeting. If you are not the applicant you should request a copy of the decision since it may be appealed to the Ontario Land Tribunal by the Applicant or another member of the public.

2022.04.13 MOVED by Corneil and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled "Application for Zoning By-law Amendment ZBA 15/21 – 31044 Duff Line, Municipality of Dutton Dunwich – Christopher Michael and Jennifer Lynn Dietrich", dated February 9, 2022 for information.

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

CARRIED

2022.04.14 MOVED by Loveland and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich approve Zoning By-law Amendment ZBA 15/21, for property located at 31044 Duff Line, from Large Lot Agricultural (A3) Zone to site specific Large Lot Agricultural (A3-2(T1) Zone to permit temporary residential accommodation until such time a new dwelling is constructed and to construct an Additional Residential Unit (ARU), in accordance with site-specific by-law #2022-21; and

THAT Council authorize the Mayor and Clerk to execute the Agreement to allow temporary residential accommodation until such time a new dwelling is constructed on the subject property for a period of one (1) year.

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

CARRIED

2022.04.15 MOVED by Hentz and SECONDED by Drouillard THAT the public meeting to consider Zoning By-law Amendment file no. ZBA 15/21, filed by Christopher and Jennifer Dietrich, for 31044 Duff Line, Municipality of Dutton Dunwich closes at 5:28 p.m.

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

CARRIED

DRAINAGE DEPARTMENT

Drainage Superintendent’s Monthly Report

2022.04.16 MOVED by Drouillard and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Drainage Superintendent titled “Monthly Activity Report for January 2022”, dated February 9, 2022 for information.

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

CARRIED

Meeting to Consider the Report – Duncan Leitch Drain

2022.04.17 MOVED by Corneil and SECONDED by Loveland THAT the meeting to consider the engineer’s report for the Duncan Leitch Drain opens at 5:30 p.m.

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

CARRIED

The Chairman stated that this is the meeting to consider the report for the Duncan Leitch Drain dated December 22, 2021 that was submitted to Council by the engineer, John M. Spriet of Spriet Associates. The purpose of this meeting is to allow the landowners and other affected parties to be given the opportunity to voice their concerns relating to any aspect of this report. He asked that any affected parties present make aware their attendance for the record. Dave Durham and Wayne Wright were in attendance for this meeting.

During this meeting each owner in the area requiring drainage that signed a Drainage Act Section 4 petition shall be given the opportunity to withdraw their name by putting the request in writing, signing and filing the notice with the Clerk. Any owner in the area requiring drainage who did not sign the petition shall be given the opportunity to do so.

The Chair continued, Matters dealing specifically with assessments 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.

The Chair asked the CAO/Clerk 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 CAO/Clerk responded that yes, before January 15, 2022 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 Duncan Leitch Drain, dated December 22, 2021.

Also included with this notice was a cover letter explaining that this meeting would be held virtually and included information how to connect to and attend this meeting. A test meeting was held on February 1, 2022 to troubleshoot any connection problems with all affected parties invited to attend.

The engineer presented his December 22, 2021 report to Council.

The Chair asked if Council had any questions. There were none from Council. The Chair then asked if any landowners or affected parties had any questions or concerns. There were none from landowners or affected parties.

The Chair then asked if there were any landowners present who wish to add or remove their names from the petition. There were no requests.

The Chair then stated that the Clerk will be mailing a copy of By-law #2022-17 provisionally passed at this meeting to all affected parties as required by Section 46 of the Drainage Act. The Court of Revision for the Duncan Leitch Drain will be held on March 9, 2022 at 5:30pm. The Court of Revision will also be held via web conference. 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 that has been assessed in an amount that is too high or too low, any land or road that should have been assessed has not been assessed, or due consideration has not been given to the use being made of the land. The appeal is made by written notice setting out the grounds of the appeal at least 10 days before the first sitting of the Court of Revision to the CAO/Clerk. 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 CAO/Clerk.

The Chair continued, a fact sheet titled "Drainage Act Appeals" and the forms required to file an appeal regarding this drain are available on the OMAFRA website and upon request at the Municipal Office.

2022.04.18 MOVED by Loveland and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich will provisionally adopt by-law #2022-17 during this meeting; and

THAT the meeting to consider the engineer's report for the Duncan Leitch Drain closes at 5:40 p.m. and the regular meeting reconvene.

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

CARRIED

Appoint the Engineer – Lucas Drain

2022.04.19 MOVED by Corneil and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich appoints Spriet Associates to prepare the necessary reports for the Lucas Drain; and

THAT notice of Council's decision to appoint the engineer be sent to all requesters, LTVCA, OMAFRA and Spriet Associates.

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

CARRIED

RECREATION DEPARTMENT

Recreation Monthly Report

2022.04.20 **MOVED** by Loveland and **SECONDED** by Hentz **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Recreation & Administrative Assistant titled "Monthly Report – February 2022", dated February 9, 2022 for information.

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

CARRIED

CORRESPONDENCE

a) **George Allan Tucker** – Elgin Crossing Proposal

2022.04.21 **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** correspondence item 13.a) from George Allan Tucker be received and filed.

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

CARRIED

b) **Dutton Dunwich Horticultural Society** – Year of the Garden

2022.04.22 **MOVED** by Drouillard and **SECONDED** by Corneil **WHEREAS** in accordance with Municipal Non-Proclamation Policy A 35-2021 the Council of the Municipality of Dutton Dunwich does not make proclamations

NOW THEREFORE correspondence item 13.b) from the Dutton Dunwich Horticultural Society be received and filed.

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

CARRIED

c) **Municipality of Arran-Elderslie** – Membership Invitation to the Multi-Municipal Wind Turbine Working Group

2022.04.23 **MOVED** by Corneil and **SECONDED** by Loveland **THAT** correspondence item 14.c) from the Municipality of Arran-Elderslie be received and filed.

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

CARRIED

2022.04.24 MOVED by Loveland and SECONDED Hentz THAT relevant correspondence was reviewed.

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

CARRIED

DRAINAGE Continued

Meeting to Consider the Report – East Branch of the Lodge & Graham Drain

2022.04.25 MOVED by Hentz and SECONDED by Drouillard THAT the meeting to sider the engineer’s report for the East Branch of the Lodge & Graham Drain opens at 5:46 p.m.

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

CARRIED

The Chairman stated that this is the meeting to consider the report for the East Branch of the Lodge & Graham Drain dated December 22, 2021 that was submitted to Council by the engineer, John M. Spriet of Spriet Associates. The purpose of this meeting is to allow the landowners and other affected parties to be given the opportunity to voice their concerns relating to any aspect of this report. He asked that any affected parties present make aware their attendance for the record. Don McLeod was in attendance for this meeting.

During this meeting each owner in the area requiring drainage that signed a Drainage Act Section 4 petition shall be given the opportunity to withdraw their name by putting the request in writing, signing and filing the notice with the Clerk. Any owner in the area requiring drainage who did not sign the petition shall be given the opportunity to do so.

The Chair continued, Matters dealing specifically with assessments 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.

The Chair asked the CAO/Clerk 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 CAO/Clerk responded that yes, before January 29, 2022 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 East Branch of the Lodge & Graham Drain, dated December 22, 2021. Also included with this notice was a cover letter explaining that this meeting would be held virtually and included information how to connect to and attend this meeting. A test meeting was held on February 1, 2022 to troubleshoot any connection problems with all affected parties invited to attend.

The engineer presented his December 22, 2021 report to Council.

The Chair asked if Council had any questions. There were none from Council. The Chair then asked if any landowners or affected parties had any questions or concerns. Don McLeod inquired about the size of the catch basin across the tracks. The Engineer replied that 3’x4’ on his side and 2’x2’ on the other. Don McLeod inquired if the catch basin on his side of the road would be staying in and how he could contact the contractor to make sure they know

to tie in his 4-inch tile. The Engineer replied that this will be addressed at the pre-construction meeting.

The Chair then asked if there were any landowners present who wish to add or remove their names from the petition.

The Chair then stated that the Clerk will be mailing a copy of By-law #2022-18 provisionally passed at this meeting to all affected parties as required by Section 46 of the Drainage Act. The Court of Revision for the East Branch of the Lodge & Graham Drain will be held on March 9, 2022 at 5:45pm. The Court of Revision will also be held via web conference. 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 that has been assessed in an amount that is too high or too low, any land or road that should have been assessed has not been assessed, or due consideration has not been given to the use being made of the land. The appeal is made by written notice setting out the grounds of the appeal at least 10 days before the first sitting of the Court of Revision to the CAO/Clerk. 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 CAO/Clerk.

The Chair continued, a fact sheet titled "Drainage Act Appeals" and the forms required to file an appeal regarding this drain are available on the OMAFRA website and upon request at the Municipal Office.

2022.04.26 MOVED by Drouillard and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich will provisionally adopt by-law #2022-18 during this meeting; and

THAT the meeting to consider the engineer's report for the East Branch of the Lodge & Graham Drain closes at 5:59 p.m. and the regular meeting reconvenes.

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

CARRIED

CONSENT AGENDA

Consent Correspondence

- a) **Lower Thames Valley Conservation Authority** – LTVCA Stewardship Tuesday Post
- b) **Thames Valley District School Board** – TVDSB Board of Trustee Distribution
- c) **Office of the Solicitor General** – Court Security and Prisoner Transportation Transfer Payment Program
- d) **Statistics Canada** – Findings From the 2021 Census are Coming Soon!
- e) **Ministry of Municipal Affairs and Housing** – Steps to Cautiously and Gradually Ease Public Health Measures While Protecting Hospital and Health Care Capacity
- f) **Southwestern Public Health** – Update: COVID-19 Immunization Activity

Committee Reports

- By-Law Enforcement
- Community Policing Committee
- Cultural Heritage Committee
 - November 17, 2021 meeting minutes

- Dutton Dunwich Senior's
- Economic Development Committee
 - November 22, 2021 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 Water Board of Management
 - December 14, 2021 meeting minutes
- West Elgin Community Centre Board of Management
 - December 15, 2021 meeting minutes

2022.04.27 MOVED by Hentz 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

Municipal Building Renovation Project – 199 Currie Road

The CAO/Clerk presented this report to Council.

2022.04.28 MOVED by Drouillard and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the CAO/Clerk titled "Municipality Renovation Project – 199 Currie Road", dated February 9, 2022 for information; and

THAT Council direct staff to proceed with abatement of Priority 1 materials outlined in the report from T. Harris Environmental Management Inc dated October 29, 2021 through services provided by WH Smith Construction in the amount of \$25,894.00 + HST; and

THAT Council direct staff to enter into an agreement with L360 Architecture to prepare detailed drawings, possible tender documents and contract oversight of Phase 1 renovations in the amount of \$56,536.00.

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

CARRIED

TREASURER'S REPORT

2021 Property Tax Receivable Update

The Treasurer presented this report to Council.

2022.04.29 MOVED by Loveland and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "2021 Property Tax Receivable Update", dated February 9, 2022 for information.

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

CARRIED

2021 & 2022 Reserve & Reserve Funds Transfers

The Treasurer presented this report to Council. Staff will consult with Jenny Phillips where she would like the Military Heroes reserve to be applied.

2022.04.30 MOVED by Hentz and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "2021 & 2022 Reserve & Reserve Funds Transfers", dated February 9, 2022 for information; and

THAT Council approves any 2021 operating surplus/deficit after the year end audit is complete, be transferred to/from the working capital reserve; and

THAT a Building Department reserve fund be established per legislation and any 2021 building department surplus be transferred to same; and

THAT \$91.00 from the Buttermilk Bog reserve be transferred to 2022 operating to help cover the costs of tree plaques and the reserve closed; and

THAT the balance of the 2022 Buttermilk Bog project be funded from the Tree Planting Reserve; and

THAT \$46,000 be transferred from the Iona Park reserve to the working capital reserve to cover costs incurred in 2020 for the Iona Park capital project; and

THAT the balance of \$1,661.20 in the Chamber of Commerce reserve and the \$3,395.60 in the Discover Dutton Dunwich both be transferred to the economic development budget in the 2022 operating budget and then both reserves closed; and

THAT \$733.35 in the Military Heroes reserve be transferred to the contingency reserve and closed; and

THAT the TCT 2021 operating surplus of \$14,409.27 be transferred to the Trans Canada Trail Reserve; and

THAT \$5,000 from the Election Reserve be transferred to the 2022 operating budget; and

THAT the \$5,000 in the Fire Reserve 03-0942 be transferred to Fire Reserve 03-0931 and closed; and

THAT \$1,983 in the SD Hall Reserve be used to fund 2022 capital project and closed; and

THAT the balances of \$2,648 in the 185 Currie Reserve be used to offset 2021 & 2022 rent expenses incurred and the reserve closed; and

THAT the balance of \$10,820.90 in Dutton Recreation Reserve 03-0951 be transferred to Recreation Reserve 03-0938 and closed; and

THAT the balance of \$5,264 in the Library reserve be transferred to the working capital reserve and closed; and

THAT any surplus/deficit in the operating departments of water and wastewater be transferred to corresponding reserve.

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

CARRIED

EXECUTIVE ASSISTANT’S REPORT

Elections, Use of Corporate Resources for Election Purposes

2022.04.31 MOVED by Drouillard and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Executive Assistant titled “Elections, Use of Corporate Resources for Election Purposes”, dated February 9, 2022 for information; and

THAT Council adopt the amended policy – A17-2018 – Elections, Use of Corporate Resources for Election Purposes.

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

CARRIED

UNFINISHED BUSINESS

Recommendations to EAPWSS for Water Board

2022.04.32 MOVED by Drouillard and SECONDED by Corneil WHEREAS a steering committee was established to negotiate terms for establishing a Water Board for the Lake Huron and Elgin Area Water Systems; and

WHEREAS a Water Board has proved beneficial in the case of the Tri-County Water Board.

NOW THEREFORE the Council of the Municipality of Dutton Dunwich requests that all lower tier municipalities review the Tri-County Water Board Agreement and work together to form a Water Board for the Lake Huron and Elgin Area Water Systems; and

THAT a copy of this resolution be forwarded to all lower tier municipalities involved in the Lake Huron and Elgin Area Water Systems for consideration, Jeff Yurek, MPP, Karen Vecchio, MP and Andrew Henry.

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

CARRIED

NEW BUSINESS

Member Appointment to Lower Thames Valley Conservation Authority Board of Directors

2022.04.33 MOVED by Loveland and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives the report of the Deputy Clerk titled “Member Appointment to Lower Thames Valley Conservation Authority Board of Directors”, dated February 9, 2022 for information; and

THAT Council appoint Mike Hentz as representative for the Municipality of Dutton Dunwich to the LTVCA Board of Directors until November 30, 2022 in accordance with By-law #2021-77.

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

CARRIED

Short Term Accommodations By-law

2022.04.34 MOVED by Hentz and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives the report of the Deputy Clerk titled “Short-Term Accommodations By-law” for information; and

THAT Council approves by-law #2022-20.

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

CARRIED

ANNOUNCEMENTS

Councillor Corneil announced that the Housing Stability Coalition secured a space at the St Mary’s Parish Hall to run a temporary shelter as a pilot project run until March 31, 2022.

CLOSED SESSION

2022.04.35 MOVED by Drouillard and SECONDED by Corneil 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 6:33 pm, in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c.25 for discussion of the following matters:

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

b) **Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality – s.239(2)(e) of the Municipal Act**

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

CARRIED

2022.04.36 MOVED by Loveland and SECONDED by Drouillard THAT the Council for the Municipality of Dutton Dunwich hereby comes out of the closed session of the meeting at 8:12 p.m., and the regular meeting reconvenes.

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

CARRIED

RISE AND REPORT - OPEN

2022.04.37 MOVED by Drouillard and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich adopts confidential resolution CL 2022-03 moved in the closed session.

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

CARRIED

a) personal matter about an identifiable individual

2022.04.38 MOVED by Hentz and SECONDED by Loveland THAT regarding closed session item a) 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

b) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality

2022.04.39 MOVED by Loveland and SECONDED by Corneil THAT regarding closed session item b) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality – s.239(2)(e) of the Municipal Act, that staff proceed as directed by Council.

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

CARRIED

PROPOSED BY-LAWS

2022.04.40 **MOVED** by Corneil and **SECONDED** by Drouillard **THAT** By-Law #2022-16, being a by-law to authorize execution of the transfer payment agreement for a municipal modernization grant be read a first, second and third time and passed.

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

CARRIED

2022.04.41 **MOVED** by Drouillard and **SECONDED** by Hentz **THAT** By-Law #2022-17, being a by-law to borrow on the credit of the Corporation in the amount of \$234,500 for the construction and improvement of the Duncan Leitch Drain, be read a first and second time and provisionally adopted.

THAT the Court of Revision for this drain be held at the March 9, 2022 Council meeting at 5:30 p.m.

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

CARRIED

2022.04.42 **MOVED** by Hentz and **SECONDED** by Loveland **THAT** By-Law #2022-18, being a by-law to borrow on the credit of the Corporation in the amount of \$306,300 for the construction and improvement of the East Branch of the Lodge & Graham Drain be read a first and second time and provisionally adopted; and

THAT the Court of Revision for this drain be held at the March 9, 2022 Council meeting at 5:45 p.m.

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

CARRIED

2022.04.43 **MOVED** by Loveland and **SECONDED** by Corneil **THAT** By-Law #2022-19, being a by-law to authorize the Corporation of the Municipality of Dutton Dunwich to enter into an agreement with the Corporation of the Town of Tillsonburg for fire dispatch services be read a first, second and third time and passed.

Corneil – Yes

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

CARRIED

2022.04.44 **MOVED** by Corneil and **SECONDED** by Drouillard **THAT** By-Law #2022-20, being a by-law to manage short-term accommodations 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

2022.04.45 **MOVED** by Drouillard and **SECONDED** by Loveland **THAT** By-Law #2022-21, being a by-law to amend by-law #2004-24 as it effects a parcel of land municipally known as 31044 Duff Line, filed by Christopher and Jennifer Dietrich be read a first, second and third time and passed.

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

CARRIED

2022.04.46 **MOVED** by Loveland and **SECONDED** by Hentz **THAT** By-Law #2022-23, being a by-law to levy interim taxes for 2022 be read a first, second and third time and passed.

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

CARRIED

2022.04.47 **MOVED** by Hentz and **SECONDED** by Corneil **THAT** By-Law #2022-24, being a by-law to authorize temporary borrowing to meet the current expenditures of the municipality for the year ending December 31, 2022 be read a first, second and third time and passed.

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

CARRIED

2022.04.48 **MOVED** by Corneil and **SECONDED** by Drouillard **THAT** By-Law #2022-22, 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 23, 2022 – 5:00 p.m.

March 9, 2022 – 5:00 p.m.

ADJOURNMENT

2022.04.49 MOVED by Loveland and SECONDED by Drouillard THAT the meeting of the Council of the Municipality of Dutton Dunwich closes at 8:21 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.