



Municipality of
Dutton Dunwich

Council Minutes
Held via web conference
199 Currie Road, Dutton, Ontario
November 12, 2020 - 5:00 p.m.

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

Opening of the Meeting

2020.24.01 **MOVED by Corneil and SECONDED by Drouillard 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

2020.24.02 **MOVED by Loveland and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich approves the draft minutes of the October 28, 2020 meeting forwarded to Council Members, and the Mayor and the 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) **NEW BUSINESS – Off-road Vehicles on County Roads**
- b) **NEW BUSINESS – Wallacetown Optimist Club Request for Support – Festival of Lights**

ELGIN COUNTY CAO & WARDEN – STRATEGIC PLAN & SERVICE DELIVERY REVIEW

County CAO, Julie Gonyou and County Warden, Dave Mennill presented the Elgin County Update and Service Delivery Review to Council.

PUBLIC WORKS DEPT

Public Works Monthly Report

2020.24.03 **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 – October 2020”, dated November 12, 2020 for information.

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

CARRIED

WATER DEPARTMENT

Water Operations Manager’s Monthly Report

2020.24.04 **MOVED** by Loveland 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 – October 2020”, dated November 12, 2020 for information.

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

CARRIED

Monthly Safety Meeting Minutes

2020.24.05 **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the “Water Department Safety Meeting Minutes”, dated October 28, 2020 for information.

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

CARRIED

2020.24.06 **MOVED** by Loveland and **SECONDED** by Hentz **THAT** the Council of the Municipality of Dutton Dunwich receives the “Water Department Safety Meeting Minutes”, dated November 2, 2020 for information.

Corneil – (lost internet connection)
Drouillard – Yes
Loveland – Yes

Hentz – Yes
Purcell – Yes

CARRIED

WASTEWATER DEPARTMENT

Wastewater Operator Monthly Report

2020.24.07 **MOVED by Loveland and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Wastewater Operator titled “Monthly Report – October 2020”, dated November 12, 2020 for information.**

**Corneil – (lost internet connection)
Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell – Yes**

CARRIED

BUILDING DEPT

Monthly Building Activity Report

2020.24.08 **MOVED by Drouillard and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Chief Building Official titled “Building Activity Report – October 2020”, dated November 12, 2020 for information.**

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

CARRIED

Pre-Budget Approval for Electronic Building Permit Application System

2020.24.09 **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 “Pre-Budget Approval for Electronic Building Permit Application System”, dated November 12, 2020 for information; and**

THAT Council pre-approve the purchase of the Cloudpermit electronic building permit application system prior to the approval of the Building Department 2021 operating budget so the system may be implemented for the start of 2021. Corneil – Yes

**Drouillard – Yes
Loveland – Yes
Hentz – Yes
Purcell – Yes**

CARRIED

FIRE DEPARTMENT

Fire Chief's Monthly Report

2020.24.10 **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Fire Chief titled "Monthly Report – October 2020", dated November 12, 2020 for information.

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

CARRIED

DRAINAGE DEPARTMENT

Drainage Superintendent's Monthly Report

2020.24.11 **MOVED** by Loveland 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 October 2020", dated November 12, 2020 for information.

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

CARRIED

PLANNING DEPARTMENT

Accept Transfer of Land for Severance Application – Concession 5 North of A, Part of Lot 12, 29548 Pioneer Line (E17/20), Municipality of Dutton Dunwich – Estate of Larry Hull – Executors Mike Hull and Patricia Van Vugt

2020.24.12 **MOVED** by Corneil and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled "Accept Transfer of Land for Severance Application – Concession 5 North of A, Part Lot 12, 29548 Pioneer Line (E17/20), Municipality of Dutton Dunwich – Estate of Larry Hull – Executors Mike Hull and Patricia Van Vugt", dated November 12, 2020 for information; and

THAT Council accepts the Transfer of Land as it relates to the Land Division Committee of the County of Elgin for proposed severance application E17/20 for Concession 5 North of A, Part Lot 12, 29548 Pioneer Line, Municipality of Dutton Dunwich.

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

CARRIED

Proposed Regulations Under the Ontario Heritage Act (Bill 108)

The Planner noted that the Heritage Committee has already responded.

2020.24.13 **MOVED by Drouillard and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled "Proposed Regulations under the Ontario Heritage Act (Bill 108)", dated November 12, 2020 for information.**

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

CARRIED

Zoning By-law Amendment ZBA 16/20 – Review of Definitions (Yard and Lot), Municipality of Dutton Dunwich

The Planner presented this report to Council. Council agreed that a clear definition is needed for irregular shaped lots in the Zoning by-law. Council directed staff to bring forward all options to a public meeting and then prepare a recommendation to Council based on the feedback.

2020.24.14 **MOVED by Hentz and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled "Zoning By-law Amendment ZBA 16/20 – Review of Definitions (Yard and Lot), Municipality of Dutton Dunwich", dated November 12, 2020 for information; and**

THAT Administration be directed to schedule the require public meeting.

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

CARRIED

Dutton Dunwich Official Plan Five Year Comprehensive Review – Draft Growth Management Policies

The Planner presented this report to Council. The Mayor inquired when the earliest start date could be for the proposed developments. The Planner replied that it is possible they could begin late spring, early summer. The Mayor inquired about expanding the settlement area for the Village of Dutton to include the Bennetto Farm. The Planner explained that there are still lands to be developed within the settlement area, but it could be brought forward to the County to swap these areas for the Bennetto Farm. Council confirmed their support for development at the Talbot Estates.

2020.24.15 **MOVED by Hentz and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled "Dutton Dunwich Official Plan Five Year Comprehensive Review – Draft Growth Management Policies", dated November 12, 2020 for information; and**

THAT Council endorse the above mentioned report as justification for the Dutton Dunwich Revised Draft Official Plan, dated October 14, 2020, as it pertains to the proposed Growth Management Policies.

Corneil – Yes

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

CARRIED

CORRESPONDENCE

a) **Town of Oakville** – Advocacy for a Targeted Approach to the Second Wave

2020.24.16 **MOVED by Drouillard and SECONDED by Hentz THAT correspondence item 13.a) from the Town of Oakville be received and filed.**

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

CARRIED

b) **Town of Oakville** – Maintaining Public Support for Public Health Guidelines

2020.24.17 **MOVED by Corneil and SECONDED by Loveland THAT correspondence item 13.b) from the Town of Oakville be received and filed.**

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

CARRIED

c) **Norfolk County** – Illicit Cannabis Operations

2020.24.18 **MOVED by Drouillard and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich supports the resolution by Norfolk County requesting to the Provincial and Federal Government that solutions to the current crisis which may include but are not limited to; better regulation and tracking of the prescription of cannabis in Canada by Doctors, increased regulatory and enforcement presence by Health Canada, increased OPP resources, increased funding to municipalities to deal with complaints and By-law issues generated by illicit cannabis grow operations; and**

THAT a copy of this resolution be forwarded to Jeff Yurek, MPP, Karen Vecchio, MP and Norfolk County.

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

CARRIED

d) **Ministry of Municipal Affairs and Housing** – ROMA 2021 Conference Delegations

2020.24.19 **MOVED by Hentz and SECONDED by Drouillard THAT correspondence item 13.d) from the Ministry of Municipal Affairs and Housing be received and filed.**

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

CARRIED

e) Debbie France – Participation in the Federal Online Cannabis Petition

2020.24.20 **MOVED by Loveland and SECONDED by Corneil THAT correspondence item 13.e) from Debbie France be received and filed.**

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

CARRIED

f) Elgin County – Miller Road Pedestrian Crossing

2020.24.21 **MOVED by Corneil and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives correspondence from Elgin County including a report from the Director of Engineering Services titled “Miller Road – Pedestrian Warrant Evaluation”, dated October 27, 2020 for information; and THAT Council directs staff to investigate alternative traffic calming measures for Miller Road; and THAT this item be included in 2021 budget deliberation discussions.**

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

CARRIED

g) Prince Edward County – Resolution re: Bill 218, Supporting Ontario’s Recovery and Municipal Elections Act, 2020 is proposing changes to the Municipal Elections Act of 1996

Council directed staff to defer this item.

2020.24.22 **MOVED by Drouillard and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich supports the resolution from the County of Prince Edward through the Ministry of Municipal Affairs and Housing urging that the Government of Ontario continues to respect Ontario municipalities’ ability to apply sound representative principles in their execution of elections, and support the freedom of municipalities to run democratic elections within the existing framework the Act currently offers; and THAT a copy of this resolution be forwarded to Jeff Yurek, MPP, Karen Vecchio, MP and the County of Prince Edward.**

Corneil – Yes
Drouillard – No
Loveland – No
Hentz – Yes
Purcell – No

h) **City of Belleville** – Accessibility for Ontarians with Disabilities Act – Website Support

2020.24.23 **MOVED** by Loveland and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich supports the resolution from the City of Belleville requesting that the Province of Ontario consider providing funding support and training resources to municipalities to meet AODA compliance standards; and

THAT a copy of this resolution be forwarded to Jeff Yurek, MPP, Karen Vecchio, MP and the City of Belleville.

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

CARRIED

i) **City of Hamilton** – Amending the AGCO Licensing and Application Process for Cannabis Retail Stores to Consider Radial Separation from Other Cannabis Locations

2020.24.24 **MOVED** by Hentz and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich supports the resolution from the City of Hamilton requesting that the Government of Ontario consider amending its licensing and application process for Cannabis Retail Stores to consider radial separation from other cannabis locations; and

THAT a copy of this resolution be forwarded to Jeff Yurek, MPP, Karen Vecchio, MP and the City of Hamilton.

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

CARRIED

2020.24.25 **MOVED** by Drouillard and **SECONDED** Hentz **THAT** relevant correspondence was reviewed.

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

CARRIED

CONSENT AGENDA

Consent Correspondence

- a) **AMO** – Proposed Transition Schedule for Blue Box Program to the New Full Producer Responsibility Regulation
- b) **123 Ontario** – Proposal to Ban Municipal Voting Options
- c) **Elgin County** – County Council Highlights October 27, 2020
- d) **Leith R.A. Coghlin** – EnPointe Advocacy Underscored by Collingwood Inquiry Recommendations
- e) **Elgin County** – 2020 Highlights
- f) **Jane Veraart** – Shop Local Event Flyer

Committee Reports

- o By-Law Enforcement
- o Community Policing Committee
- o Cultural Heritage Committee
 - o September 16, 2020 meeting minutes
 - o Historic Plaque Replacement – Port Talbot Historical Site

2020.24.26 MOVED by Corneil and SECONDED by Loveland WHEREAS the bronze plaque was stolen at the Port Talbot historical site of Canada in July of 2018; and

WHEREAS the Port Talbot monument is of national significance, popular tourist highlight and source of pride in the Municipality of Dutton Dunwich; and

WHEREAS Parks Canada is responsible for national historic sites; and

NOW THEREFORE the Council of the Municipality of Dutton Dunwich requests that Parks Canada replace the heritage plaque at the Port Talbot historical site; and

FURTHER THAT a copy of this resolution be forwarded to Mr. Ron Hallman, President & CEO of Parks Canada, Hon. Johnathan Wilkinson, Minister of Environment and Climate Change, Dr. Richard M. Always, Chairman of Ontario Representative of the Historic Sites and Monuments Board of Canada and Karen Vecchio, MP.

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

CARRIED

- o Dutton Dunwich – West Elgin Community Foundation
 - o Councillor Corneil Report
 - o October 14, 2020 meeting minutes
- o Dutton Dunwich Senior's
- o Economic Development Committee
 - o Councillor Corneil Report
- o Elgin Phragmites Working Group
- o Elgin-St. Thomas Municipal Association
- o Emergency Management
 - o October 29, 2020 meeting minutes
- o Fire Department
- o Healthy Communities Partnership
 - o Councillor Corneil Report

- o Lower Thames Valley Conservation Authority
- o Occupational Health and Safety
 - o Councillor Corneil Report
- o Recreation Committee
- o Shoreline Management Report
- o Source Protection Authority
- o Trans Canada Trail
- o Tri County Committee
- o West Elgin Community Centre Board of Management
 - o September 9, 2020 meeting minutes
- o Youth Task Team
 - o Councillor Corneil Report
 - o September 15, 2020 meeting minutes
 - o October 22, 2020 meeting minutes

2020.24.27 MOVED by Hentz and SECONDED by Loveland THAT the items on the Consent Agenda be approved.

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

CARRIED

CLERK’S REPORT

King Street (municipally known as Prince Street) – Notice of Intent to Stop up and Close Part of the Road Allowance – Update

The Clerk presented this report to Council.

2020.24.28 MOVED by Drouillard and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the Clerk titled “King Street (municipally known as Prince Street) – Notice of Intent to Stop up and Close Part of the Road Allowance – Update”, dated November 12, 2020 for information; and

THAT the Council of the Municipality of Dutton Dunwich approves the closure of the road allowance described as King Street, on Registered Plan 3, Middlesex and more particularly described as Part 1 on Reference Plan 11R-10657 through the passing of By-law #2020-78.

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

CARRIED

TREASURER’S REPORT

OMPF 2021 Funding Allocation

The Treasurer presented this report to Council.

2020.24.29 MOVED by Corneil and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled “OMPF 2021 Funding Allocation”, dated November 12, 2020 for information.

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

CARRIED

ICIP Resilience Stream Details

The Treasurer presented this report to Council.

2020.24.30 **MOVED** by Hentz and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled “ICIP Resilience Stream Details”, dated November 12, 2020 for information; and

THAT staff be directed to apply for funding under this stream.

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

CARRIED

Operating Budget 2021 – Draft #1

The Treasurer presented this report to Council.

2020.24.31 **MOVED** by Loveland and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled “Operating Budget 2021 – Draft #1”, dated November 12, 2020 for information.

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

CARRIED

EXECUTIVE ASSISTANT’S REPORT

Municipal Health and Safety Policies

2020.24.32 **MOVED** by Hentz and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Executive Assistant titled “Municipal Health and Safety Policies”, dated November 12, 2020 for information.

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

CARRIED

Revision 12 – Quality Management System Operational Plan

2020.24.33 **MOVED** by Loveland and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich receives Revision 12 of the Quality Management System (QMS) Operational Plan for information; and

THAT the Mayor and Water Operations Manager sign the Record of Revision and Endorsement.

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

CARRIED

UNFINISHED BUSINESS

None.

NEW BUSINESS

Off-road Vehicles on County Roads

Mayor Purcell explained that staff have invested a considerable amount of time working with and preparing an agreement with local groups. The County is considering banning all off-road vehicles from County roads. He continued that the Municipality of West Elgin at their Council meeting resolved that they do not have the ability to enforce a by-law and has no intention of passing a by-law prohibiting off-road vehicles on municipal roads.

2020.24.34 **MOVED** by Hentz and **SECONDED** by Drouillard **WHEREAS** the Municipality of Dutton Dunwich has invested time and money into establishing agreements with local off-road groups using specific routes and distinct governing rules in Dutton Dunwich; and

WHEREAS the County of Elgin will be considering the banning of all off-road vehicles from County Roads; and

THAT the Council of the Municipality of Dutton Dunwich requests that if the County of Elgin passes a motion restricting use of County Roads, for any off-road vehicles, that it be subject to local member Municipal road use Agreements.

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

CARRIED

Wallacetown Optimist Club Request for Support – Festival of Lights

Mayor Purcell stated that this is an event to replace this year's Santa Claus parade.

2020.24.35 **MOVED** by Corneil and **SECONDED** by Loveland **THAT** the Council of the Municipality supports the Wallacetown Optimist Club Drive-thru Festival of Lights to be held on December 12 & 13, 2020; and

THAT the fee in the amount of \$367.25 be waived for the rental of the Community Centre; and

THAT paid security costs to an amount of \$2475.00 be waived.

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

CARRIED

ANNOUNCEMENTS

The West Elgin Community Health Centre has organized a toy drive and the Municipality of West Elgin has accepted the challenge and have challenged the Municipality of Dutton Dunwich to see who can raise the most amount of donations.

PROPOSED BY-LAWS

2020.24.36 **MOVED** by Loveland and **SECONDED** by Drouillard **THAT** By-Law #2020-78, being a by-law to stop up and close a part of the Municipal road allowance established as King Street, Registered Plan 3, Middlesex and more particularly described as Part 1 on Reference Plan 11R-10657, municipally known as Prince Street, be read a first, second and third time and passed.

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

CARRIED

2020.24.37 **MOVED** by Hentz and **SECONDED** by Corneil **THAT** By-Law #2020-79, being a by-law to authorize the transfer of land from the Estate of Larry Hull to the Corporation of the Municipality of Dutton Dunwich, that Concession 5 North of A, Part Lot 12, 29548 Pioneer Line, Municipality of Dutton Dunwich designated as Part 3 on Plan 11R-10669, be read a first, second and third time and passed.

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

CARRIED

2020.24.38 **MOVED** by Hentz and **SECONDED** by Loveland **THAT** By-Law #2020-80, 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.

CARRIED

NEXT MEETING SCHEDULE

November 25, 2020 – 5:00 p.m.

December 16, 2020 – 5:00 p.m.

ADJOURNMENT

2020.24.39 MOVED by Corneil and SECONDED by Drouillard THAT the meeting of the Council of the Municipality of Dutton Dunwich closes at 7:50 p.m.

CARRIED

Robert (Bob) Purcell, Mayor

Heather Bouw, Clerk

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