



Municipality of  
**Dutton Dunwich**

**Council Minutes**  
**Held via web conference**  
**199 Currie Road, Dutton, Ontario**  
**September 9, 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

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**Opening of the Meeting**

**2020.20.01**            **MOVED by Hentz and SECONDED by Corneil THAT the meeting of the Council of the Municipality of Dutton Dunwich opens at 5:03p.m.**

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

**CARRIED**

A quorum was present.

**Declaration of Pecuniary Interest**

Councillor Loveland declared pecuniary interest for items 15.a) Clerk's report – By-law #2020-61 – Temporarily Closing Unopened Road Allowance – Church Street East of Gunn Street, and 21. By-law #2020-61 Temporarily Close Unopen Road Allowance – Church Street East of Gunn Street due to use of the road allowance.

Councillor Corneil declared pecuniary interest for items 15.a) Clerk's report – By-law #2020-61 – Temporarily Closing Unopened Road Allowance – Church Street East of Gunn Street, and 21. By-law #2020-61 Temporarily Close Unopen Road Allowance – Church Street East of Gunn Street as well as the Closed Session item f) added to the agenda, Advice that is subject to solicitor-client privilege, including communications necessary for that purpose – s. 239(2)(f) of the Municipal Act due to familial relationships.

Deputy Mayor Hentz declared pecuniary interest for items 15.a) Clerk's report – By-law #2020-61 – Temporarily Closing Unopened Road Allowance – Church Street East of Gunn Street, and 21. By-law #2020-61 Temporarily Close Unopen Road Allowance – Church Street East of Gunn Street as well as the Closed Session item f) added to the agenda, Advice that is subject to solicitor-client privilege, including communications necessary for that purpose – s. 239(2)(f) of the Municipal Act due to familial relationships.

## Adoption of Minutes

**2020.20.02**            **MOVED** by Drouillard and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich approves the draft minutes of the August 19, 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)     **ANNOUNCEMENTS** – Verbal SWIFT announcement by Mayor Purcell
- b)     **CLOSED SESSION** – A proposed or pending acquisition or disposition of land by the municipality – s.239(2)(c) of the Municipal Act
- c)     **CLOSED SESSION** – The security of the property of the municipality – s. 239(2)(a) of the Municipal Act
- d)     **CLOSED SESSION** – Advice that is subject to solicitor-client privilege, including communications necessary for that purpose – s. 239(2)(f) of the Municipal Act

## PUBLIC WORKS DEPT

### Public Works Monthly Report

**2020.20.03**            **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 – August 2020”, dated September 9, 2020 for information.

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

**CARRIED**

### Currie Road Parking Area

Councillor Loveland inquired if it would be cost effective to use recycled asphalt for the entire project and what the total number of additional parking spaces would result. The Manager of Roads and Facilities replied that using recycled asphalt would be cheaper, however using gravel creates better base without settling. He added that 1 parking space would be lost on Currie Road and 5 parking spaces would be gained along the municipal building.

**2020.20.04**            **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 “Currie Road Parking Area”, dated September 9, 2020 for information; and

**THAT** Council approve the proposed parking area at 199 Currie Road and direct staff to proceed with construction.

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

**CARRIED**

Miller Road Crosswalk

Mayor Purcell asked the Treasurer if the municipality had the funds to complete the project this year. Councillor Loveland inquired if the funds could come from the Improvement to Service Delivery and Efficiency Fund. The Treasurer stated that the money from that fund is still undesignated and that it is a possibility.

**2020.20.05**            **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 "Miller Road Crosswalk", dated September 9, 2020 for information; and**

**THAT Council approve a formal request to Elgin County Council proposing a crosswalk on Miller Road to provide an enhanced safety measure for residents of Dutton Dunwich.**

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

**CARRIED**

**PLANNING**

ZBA #12/20 – Estate of Larry Albert Hull

**2020.20.06**            **MOVED by Hentz and SECONDED by Drouillard THAT the Public Meeting to consider Zoning By-law Amendment File No. ZBA 12/20, filed by the Estate of Larry Albert Hull – Executors Mike Hull and Patricia Van Vugt, for 29548 Pioneer Line, Municipality of Dutton Dunwich, opens at 5:17 p.m.**

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

**CARRIED**

The Planner presented this report to Council. No members of the public in attendance had any comments on this application, and there were no comments from Council.

**2020.20.07**            **MOVED by Loveland and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled "Application for Zoning By-law Amendment ZBA 12/20 – Concession 5 North of A, Part of Lot 12, 29548 Pioneer Line, Municipality of Dutton Dunwich – Estate of Larry Hull – Executors Mike Hull and Patricia Van Vugt", dated September 9, 2020 for information; and**

**THAT Council approves Zoning By-law Amendment ZBA 12/20, for property located at 29548 Pioneer line, from Village Industrial (M4) to Village Residential (VR1), in accordance with site specific by-law #2020-62.**

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

Purcell – Yes

CARRIED

2020.20.08            **MOVED** by Loveland and **SECONDED** by Hentz **THAT** the Public Meeting to consider Zoning By-law Amendment File No. ZBA 12/20, filed by the Estate of Larry Albert Hull – Executors Mike Hull and Patricia Van Vugt, for 29548 Pioneer Line, Municipality of Dutton Dunwich closes at 5:23 p.m. and the regular meeting reconvenes.

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

CARRIED

**WATER DEPARTMENT**

Water Operations Manager’s Monthly Report

2020.20.09            **MOVED** by Hentz 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 – August 2020”, dated September 9, 2020 for information.

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

CARRIED

Monthly Safety Meeting Minutes

2020.20.10            **MOVED** by Loveland and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich receives the “Water Department Safety Meeting Minutes”, dated August 24, 2020 for information.

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

CARRIED

**WASTEWATER DEPARTMENT**

Wastewater Operator Monthly Report

2020.20.11            **MOVED** by Corneil and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Wastewater Operator titled “Monthly Report – August 2020”, dated September 9, 2020 for information.

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

CARRIED

**BUILDING DEPARTMENT**

Monthly Building Activity Report

**2020.20.12**            **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 – August 2020", dated September 9, 2020 for information.

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

CARRIED

**FIRE DEPARTMENT**

Fire Chief's Monthly Report

**2020.20.13**            **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 – August 2020", dated September 9, 2020 for information.

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

CARRIED

**PLANNING CONTINUED**

ZBA #05/20 – Brokenshire

**2020.20.14**            **MOVED** by Hentz and **SECONDED** by Corneil **THAT** the Public Meeting to consider Draft Plan of Subdivision 34T-DD2001 and Zoning By-law Amendment File No. ZBA 05/20, filed by Brokenshire Farms, for Part of Lot 13, Concession A, Municipality of Dutton Dunwich opens at 5:29 p.m.

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

CARRIED

The Planner presented this report to Council. The Planner explained that a report with amended conditions will be presented at the September 23<sup>rd</sup> meeting.

Michaela Lenz (103 Lila Street), asked if there would be an access road to/from Pioneer Line to ensure Lila Street wouldn't have construction traffic, if greenspace will be included on the east side of the Village, if the stormwater management area is a pond or if it could be greenspace and what the time frame was to complete the subdivision.

The Planner replied that access for construction would be negotiated as part of the agreement, but that Lila Street will be connected to the proposed subdivision. She continued

that the municipality collects money in lieu of parkland but that Council could use those monies to purchase land for park space. The stormwater management area will be a 1.2m wet pond and unlike other ponds in the municipality. She added that the developer has 3 years to fulfill the conditions of the development.

Deb and Terry Wallace (265 Margaret Street), asked about the stormwater management pond and that when it is in place who will maintain and manage it. They further inquired if the pond would have a pathway around it and expressed concern for mosquitoes for properties backing on to the area. Mr. Wallace expressed concern around trades using side streets for parking and the safety risk this could cause for children living in the area. He also inquired who holds the developer accountable if the work is sub-standard. He used the example of sidewalks looking like patchwork in an already completed subdivision. Finally, he expressed concern that the construction of the subdivision would affect his property value.

The Planner explained that once the subdivision is complete the municipality will own and maintain the stormwater management area. There will be no walkways around it but it will be landscaped and fenced. In regard to parking she stated that the development agreement addresses certain things like no mud shall be tracked onto streets and that they must park like any other person is required to. The planner continued that the sidewalks are inspected and that security is not returned until they are made to the standard of the municipality. She added that assessments are completed by MPAC and that subdivisions being built next to other subdivisions has very little impact on the assessment of existing homes.

There were no comments from Council.

**2020.20.15**                    **MOVED by Loveland and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled "Application for Draft Plan of Subdivision 34T-DD2001 and Zoning By-law Amendment ZBA 05/20 – Part of Lot 13, Concession A, Municipality of Dutton Dunwich – Brokenshire Farms", dated September 9, 2020 for information.**

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

**CARRIED**

**2020.20.16**                    **MOVED by Hentz and SECONDED by Corneil THAT Council recommend approval of the proposed Plan of Subdivision 34T-DD2001 for Brokenshire Farms, Part of Lot 13, Concession A, for the creation of 72 single detached dwellings and 20 semi-detached dwellings for a total of 92 new residential dwelling units; and  
THAT Council defer the conditions of Draft Plan Approval; and  
THAT Council approve the site-specific Zoning By-law Amendment ZBA 05/20, Block 84, from Agricultural (A1) to Defined Area Agricultural (A1-13) on Schedule A, Map 10, to allow the proposed 0.96 ha storm water management pond to be located outside of the development area in accordance with the site-specific by-law #2020-67.**

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

**CARRIED**

**2020.20.17**            **MOVED by Drouillard and SECONDED by Loveland THAT the Public Meeting to consider Draft Plan of Subdivision 34T-DD2001 and Zoning By-law Amendment File No. ZBA 05/20, filed by Brokenshire Farms, for Part of Lot 13, Concession A, Municipality of Dutton Dunwich closes at 5:53 p.m. and the regular meeting reconvenes.**

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

**CARRIED**

ZBA #13/20 – Haasen

**2020.20.18**            **MOVED by Loveland and SECONDED by Corneil THAT the Public Meeting to consider Zoning By-law Amendment File No. ZBA 13/20, filed by Justin and Sara Haasen, for 33220 Talbot Line, Municipality of Dutton Dunwich, opens at 5:54 p.m.**

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

**CARRIED**

The Planner presented this report to Council. No members of the public in attendance commented on this application, and there were no comments from Council.

**2020.20.19**            **MOVED by Corneil and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled “Application for Zoning By-law Amendment ZBA 13/20 – 33220 Talbot Line, Municipality of Dutton Dunwich – Justin and Sara Haasen”, dated September 9, 2020 for information; and**

**THAT Council approve Zoning By-law Amendment ZBA 13/20, for property located at 33220 Talbot Line, from Hamlet Commercial (HC) to Hamlet Residential (HR), in accordance with site-specific by-law #2020-64.**

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

**CARRIED**

**2020.20.20**            **MOVED by Loveland and SECONDED by Hentz THAT the Public Meeting to consider Zoning by-law Amendment File No. ZBA 13/20, filed by Justin and Sara Haasen, for 33220 Talbot Line, Municipality of Dutton Dunwich closes at 5:59 p.m. and the regular meeting reconvenes.**

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

**CARRIED**

ZBA #11/20 – Lehman

**2020.20.21**            **MOVED** by Hentz and **SECONDED** by Corneil **THAT** the Public Meeting to consider Zoning By-law Amendment File No. ZBA 11/20, filed by Ron and Heather Lehman, for 7 Wallace Street, Municipality of Dutton Dunwich, opens at 6:00 p.m.

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

**CARRIED**

The Planner presented this report to Council.

Murray Smith (9 Rose Street), expressed concern about the size of the map on the notification. He is also concerned that the landowner is trying to build too much on a small property and that he was therefore in opposed to the application. He is concerned that the owners will build a secondary dwelling and then sell the property.

The Planner explained that the application does not address the structure being built on the property but rather the use of the property. Councillor Loveland noted that he anticipates there will be a lot more applications for secondary dwellings as an alternative for affordable housing in future.

**2020.20.22**            **MOVED** by Drouillard and **SECONDED** by Hentz **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled “Application for Zoning By-law Amendment ZBA 11/20 – 7 Wallace Street, Municipality of Dutton Dunwich – Ron and Heather Lehman”, dated September 9, 2020 for information; and

**THAT** Council approve the site-specific Zoning By-law Amendment ZBA 11/20, for property located at 7 Wallace Street, to rezone the subject lands from Hamlet Residential (HR) to a Defined Area Hamlet Residential (HR-4) on Schedule C, Map 1 of Zoning By-law #2004-24, to permit a residential secondary dwelling, in accordance with the site-specific by-law #2020-63.

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

**CARRIED**

**2020.20.23**            **MOVED** by Loveland and **SECONDED** by Drouillard **THAT** the Public Meeting to consider Zoning by-law Amendment File No. ZBA 11/20, filed by Ron and Heather Lehman, for 7 Wallace Street, Municipality of Dutton Dunwich, closes at 6:12 p.m. and the regular meeting reconvenes.

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

**CARRIED**

ZBA #10/20 – Amjen Realty Inc. – Leitch Street/Bouw Place



The Planner addressed the part lot control application originally part of the Council agenda. She stated that it was for the triangular lot and 2 adjacent lots and that this application has been formally withdrawn.

Donna Mylrea (278 Miller Road), commented that the application still showed 1.37m of distance to the property line, and hopes that the municipality will review their policies on irregular shaped lots.

The Planner advised Council that staff could be directed to complete a zoning by-law amendment for the entire municipality to address irregular shaped lots or a zoning by-law amendment could be completed to address this singular lot. There is also an opportunity for affected landowners to appeal these applications.

Gary Blazak, representing Amjen Realty Inc., stated that he and the developer are exploring several building footprints and that they would consider a plan for this lot at a later time.

Councillors Corneil, Drouillard and Loveland expressed concern of the setbacks and asked that when the developer decides to move forward, that this issue be brought back to Council. The Planner explained that there is no trigger in the planning process that requires building permits to be brought before Council.

Council directs staff to prepare a zoning by-law amendment application to address irregular shaped lots in the municipality.

**2020.20.24**                    **MOVED by Loveland and SECONDED by Corneil THAT the Public Meeting to consider Zoning By-law Amendment File No. ZBA 10/20, filed by Amjen Realty Inc., for 1 & 2 Bouw Place, Municipality of Dutton Dunwich, opens at 6:16 p.m.**

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

**CARRIED**

The Planner presented this report to Council. No members of the public in attendance had comments on this report, and there were no comments from Council.

**2020.20.25**                    **MOVED by Hentz and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled “Application for Zoning By-law Amendment ZBA 10/20 – 1 Bouw Place, Municipality of Dutton Dunwich – Amjen Realty Inc. – Sandy Acchione”, dated September 9, 2020 for information.**

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

**CARRIED**

**2020.20.26**                    **MOVED by Corneil and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich approves the site-specific Zoning By-law Amendment ZBA 10/20, to rezone the subject lands from Village Residential 1 (VR1-5) Zone to Village Residential 1 (VR1-6) Zone for 1 Bouw Place in accordance with site-specific by-law #2020-65.**

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

Purcell – Yes

**CARRIED**

The Planner presented this report to Council. No members of the public in attendance had comments on this report, and there were no comments from Council.

**2020.20.27**            **MOVED by Drouillard and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled "Application for Zoning By-law Amendment ZBA 10/20 – 2 Bouw Place, Municipality of Dutton Dunwich – Amjen Realty Inc. – Sandy Acchione", dated September 9, 2020 for information.**

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

**CARRIED**

**2020.20.28**            **MOVED by Hentz and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich approves the site-specific Zoning By-law Amendment ZBA 10/20, to rezone the subject lands from Village Residential 1 (VR1-5) Zone to Village Residential 1 (VR1-6) Zone for 2 Bouw Place in accordance with the site-specific by-law #2020-65.**

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

**CARRIED**

**2020.20.29**            **MOVED by Corneil and SECONDED by Loveland THAT the Public Meeting to consider Zoning By-law Amendment File No. ZBA 10/20, filed by Amjen Realty Inc., for 1 & 2 Bouw Place, Municipality of Dutton Dunwich, closes at 6:40 p.m. and the regular meeting reconvenes.**

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

**CARRIED**

Application for Severance – 276 Marsh Line (E32/20), Municipality of Dutton Dunwich – Falkins Renovations Inc.

The Planner presented this report to Council.

**2020.20.30**            **MOVED by Drouillard and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled "Application for Severance – 276 Marsh Line (E32/20), Municipality of Dutton Dunwich – Falkins Renovations Inc.", dated September 9, 2020 for information.**

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

Purcell – Yes

CARRIED

**2020.20.31**            **MOVED** by Corneil and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich recommends approval to the Land Division Committee of the County of Elgin for proposed severance application E32/20 for 276 Marsh Line, Municipality of Dutton Dunwich, provided the following conditions are included:

- a) That proof of access be obtained;
- b) That municipal drain re-apportionments have been completed;
- c) That a mutual drainage agreement (under Section 2 of the Drainage Act) has been provided to provide a legal drainage outlet for the newly created residential lot;
- d) That two (2) hard copies and one (1) digital copy of the registered survey have been provided to the Municipality;
- e) That taxes are to be paid in full;
- f) That all Dutton Dunwich planning applications fees, set out in the Fees By-law, be paid to the Municipality; and
- g) That the solicitor provides an undertaking that a copy of the registered deed for the severed parcel once the transaction has occurred will be provided to the Municipality.

Corneil – Yes

Drouillard – Yes

Loveland – Yes

Hentz – Yes

Purcell – Yes

CARRIED

Review of Dutton Dunwich Public Meeting Notice Requirements under the Planning Act

The Planner presented this report to Council. Councillor Corneil noted that having more documentation on the website is useful as the notice can sometimes be unclear as to what the proposed amendment is. Councillor Corneil inquired if there was a process in place to address residents who state they did not receive the notice. Councillor Loveland inquired about mailing notices to a larger radius of residents. The Planner replied that staff keep a record of who notices were mailed to as part of the submission to LPAT and that in practice notices are sent to a larger radius when it includes a sensitive area. She added that another option is to send notices by registered mail, but it is expensive and time consuming to establish this process.

**2020.20.32**            **MOVED** by Hentz and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Planner titled “Review of Dutton Dunwich Public Meeting Notice Requirements under the Planning Act”, dated September 9, 2020 for information; and

**THAT** Council provide feedback to Administration on ways to improve communication regarding planning notice requirements.

Corneil – Yes

Drouillard – Yes

Loveland – Yes

Hentz – Yes

Purcell – Yes

CARRIED

**FIRE DEPARTMENT CONTINUED**

Recommendation for Purchase of Rescue Truck

The Fire Chief presented this report to Council. The Treasurer noted that the municipality's procurement process stipulates that purchases over \$50,000 proceed through the tender process. He cautioned that it is not likely that the tender process in this situation would result in a lower price and that these vehicles may no longer be available if the process is followed.

**2020.20.33**            **MOVED by Hentz and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the Fire Chief titled "Recommendation for Purchase of Rescue Truck", dated September 9, 2020 for information; and**

**THAT Council approves the purchase of the Emergency Vehicle at a price of \$135,000 plus HST using funds currently held in Reserve for Fire Purposes and waives the procurement requirements for purchases greater than \$50,000 in order to fill this immediate need.**

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

**CARRIED**

#### **Terry Carroll – Elgin St. Thomas Community Fund**

Terry Carroll attended the meeting and explained that the Elgin St. Thomas Community Fund will support the needs of Dutton Dunwich and West Elgin, and there will be no financial commitment by the municipality. Resident, Norma McMillan died in her 100<sup>th</sup> year and the nieces and nephews have established the Norma McMillan Community Fund. He stated that the board will focus on donations for the community fund and that they only look at charitable donations. He reported that Councillor Bonnie Rowe of West Elgin will sit on the board and that West Elgin has agreed to be a donee to the fund.

Mr. Carroll requested that a member of council or resident to sit on the board, for the municipality to be a donee, and that Council liaise with West Elgin for the mutual benefit of both communities and to promote the fund on the municipal website.

#### **DRAINAGE DEPARTMENT**

##### Drainage Superintendent's Monthly Report

**2020.20.34**            **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 August 2020", dated September 9, 2020 for information.**

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

**CARRIED**

#### **Municipality of Dutton Dunwich Sign a Petition for Erin Line and the Dude Ranch Hill Under Drainage Act Section 4(1)(c)**

The Drainage Superintendent presented this report to Council. The Manager of Roads and Facilities added that the washout creates a large trench every time there is significant rainfall. Deputy Mayor Hentz inquired how many landowners would be affected by this petition. The Drainage superintendent replied 3 land owners plus the Municipality would be affected.

**2020.20.35**            **MOVED** by Loveland and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Drainage Superintendent titled “Municipality of Dutton Dunwich Sign a Petition for Erin Line and the Dude Ranch Hill Under the Drainage Act Section 4(1)(c)”, dated September 9, 2020 for information; and

**THAT** Council instructs the Manager of Roads and Facilities, Murray Wickerson to sign a Section 4(1)(c) petition under the Drainage Act for Erin Line and the Dude Ranch Hill, the road between Concessions 9 and 10, Lots 24 and A under the Drainage Act Section 4(1)(c).

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

**CARRIED**

Landowner Request to Investigate Ways to Encourage Contractors to Construct Drains Within the Time Specified on the Tender

Councillor Corneil stated that she believes that penalty clauses are unenforceable.

**2020.20.36**            **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Drainage Superintendent titled “Landowner Request to Investigate Ways to Encourage Contractors to Construct Drains Within the Time Specified on the Tender”, dated September 9, 2020 for information; and

**THAT** Council continues to allow tenders for Municipal drain construction without specified construction completion deadlines and penalties for contractor non-compliance with the deadline; and

**FURTHER THAT** Council instructs the Treasurer to proceed with tendering the Municipal drain projects on file if necessary.

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

**CARRIED**

Landowner Request for a Mutual Agreement Drain

The Drainage Superintendent presented this report to Council. The Manager of Roads and Facilities added that the existing drain on the south side is flowing very slowly and is flowing from the ditch onto private property. He supports the request for a mutual drain agreement as long as there is a catch basin installed.

**2020.20.37**            **MOVED** by Loveland and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Drainage Superintendent titled “Landowner Request for a Mutual Agreement Drain”, dated September 9, 2020 for information; and

**THAT** Council instructs the Manager of Roads and Facilities and the Drainage Superintendent to investigate with the landowner the possibility of entering into a mutual agreement drain with the owner of Part Lots 16 & 17, Concession 4; and

THAT the owner in Concession Gore on the south side of Aberdeen Line be contacted to determine whether they wish to participate with the addition of a road crossing and catch basin on the south side of the road; and

THAT if the affected landowner(s) wishes to proceed, then staff will proceed with the preparation of a draft mutual agreement drain for Council's review and decision on whether to proceed.

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

**CARRIED**

Appoint the Engineer for the Brown Drain Upper Branches

**2020.20.38**            **MOVED** by Corneil and **SECONDED** by Drouillard THAT the Council of the Municipality of Dutton Dunwich appoints Spriet Associates to prepare the necessary reports for the drainage request for improvement to the Brown Drain Upper Branches filed by Erin and Abigail Johnson; and

THAT notice of Council's decision to appoint the Engineer be sent to the requester, LTVCA, OMAFRA and Spriet Associates.

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

**CARRIED**

**CORRESPONDENCE**

a) **City of Port Colborne** – Endorsement of Bill 164 – Protecting Vulnerable Persons in Supportive Living Accommodation Act, 2019

**2020.20.39**            **MOVED** by Drouillard and **SECONDED** by Loveland THAT the Council of the Municipality of Dutton Dunwich supports the resolution by the City of Port Colborne endorsing Bill 164: Protecting Vulnerable Persons in Supportive Living Accommodation Act, 2019; and

THAT this resolution be forwarded to Karen Vecchio, MP, Jeff Yurek, Mpp and the City of Port Colborne.

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

**CARRIED**

b) **Jeff Yurek, MPP** – Letter to the Solicitor General to Gift the Dutton O.P.P. Station to the Municipality of Dutton Dunwich

**2020.20.40**            **MOVED** by Hentz and **SECONDED** by Corneil THAT correspondence item 13.b) from Jeff Yurek, MPP be received and filed.

Corneil – Yes  
Drouillard – Yes

Loveland – Yes  
Hentz – Yes  
Purcell – Yes

CARRIED

- c) **West Elgin Community Health Centre** – Community Wide Food Drive,  
September 26<sup>th</sup>

2020.20.41            **MOVED** by Corneil and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich supports the proposed Community Wide Food Drive in Dutton Dunwich and West Elgin to be held on September 26, 2020 by the West Elgin Community Health Centre.

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

CARRIED

2020.20.42            **MOVED** by Loveland and **SECONDED** Hentz **THAT** relevant correspondence was reviewed.

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

CARRIED

## **CONSENT AGENDA**

### Consent Correspondence

- a) **Libro Credit Union** – Response to Elgin County Community. Safety and Wellbeing Plan
- b) **Township of Puslinch** – Resolution of Support for COVID-19 Funding for Local Municipalities to Assist Social Cultural, Service Club, and Minor Sporting Organizations
- c) **Village of Merrickville-Wolford** – Update on Progress with the Ministry re: Provincially Significant Wetlands Designations

### Committee Reports

- By-Law Enforcement
- Community Policing Committee
- Cultural Heritage Committee
- Dutton Dunwich Senior's
- Economic Development Committee
- Elgin Phragmites Working Group
- Elgin-St. Thomas Municipal Association
- Emergency Management
- Fire Department
- Healthy Communities Partnership
- Iona Park Committee
  - August 20, 2020 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
  - August 12, 2020 meeting minutes

**2020.20.43**            **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**

**CLERK’S REPORT**

By-law #2020-61 – Temporarily Closing Unopened Road Allowance – Church Street East of Gunn Street

The Clerk presented this report to Council.

**2020.20.44**            **MOVED by Drouillard and SECONDED by Purcell THAT the Council of the Municipality of Dutton Dunwich receives the report of the Clerk titled “By-law 2020-61 – Temporarily Closing Unopened Road Allowance – Church Street East of Gunn Street”, dated September 9, 2020 for information.**

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

**CARRIED**

Update on the Iona Park and Playground Proposal

The Clerk presented this report to Council. Councillor Loveland reported that the Iona Park Committee discussed a request to the County of Elgin to lower the speed limit on Iona Road in Iona. Councillor Loveland added that the playground will be entirely on the Iona Hall property and that the Prince Street road allowance will be greenspace.

Council directed staff to request the speed limit be lowered on Iona road in Iona and Iona Station.

**2020.20.45**            **MOVED by Drouillard and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the Clerk titled “Update on the Iona Park and Playground Proposal”, dated September 9, 2020 for information; and**

**THAT Council direct staff to commence the process of closing the portion of road allowance, being part of Prince Street and having PIN #35136-0220, as prescribed in the Municipality’s Sale and Other Disposition of Land By-law #2019-61.**

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



**CARRIED**

## **TREASURER'S REPORT**

### Water Financial Plan

The Treasurer presented this report to Council

**2020.20.46**            **MOVED** by Drouillard and **SECONDED** by Hentz **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "Water Financial Plan", dated September 9, 2020 for information; and

**THAT** Council approve the Water Financial Plan #047-101 in accordance with Ontario Regulation 453/07, indicating that as a result of this plan, the Corporation of the Municipality of Dutton Dunwich, being the Operating Authority, is financially viable and sustainable.

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

**CARRIED**

### ICIP Application Options

The Treasurer presented this report to Council.

**2020.20.47**            **MOVED** by Corneil and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "ICIP Application Options", dated September 9, 2020 for information.

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

**CARRIED**

### Landfill Fee and Schedule Update

The Treasurer presented this report to Council. Notice will be circulated, and information will be available from staff at the landfill.

**2020.20.48**            **MOVED** by NAME and **SECONDED** by NAME **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "Landfill Fee and Schedule Update", dated September 9, 2020 for information; and

**THAT** Council approve the resumption of the "Large Item Dumping Fee" effective September 23, 2020; and

**THAT** Council approve the revised landfill operating hours as follows:

1<sup>st</sup> and 3<sup>rd</sup> Saturday each month 8:00am to 5:00pm  
2<sup>nd</sup>, 4<sup>th</sup> and 5<sup>th</sup> Saturday each month 8:00am to 12:00pm  
Tuesdays and Thursdays from 8:00am to 10:00am

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

**CARRIED**

Budget to Actual August 2020

The Treasurer presented this report to Council.

**2020.20.49**            **MOVED** by Loveland and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "Budget to Actual August 2020", dated September 9, 2020 for information.

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

**CARRIED**

Elgin-St. Thomas Community Fund

The Treasurer presented this report to Council.

**2020.20.50**            **MOVED** by Corneil and **SECONDED** by Hentz **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "Elgin-St. Thomas Community Fund", dated September 9, 2020 for information; and

**THAT** Council hereby support the creation of the Dutton Dunwich West Elgin Community Fund; and

**THAT** Council agree to act as a qualified donee, should the need arise, for the Dutton Dunwich West Elgin Community Fund; and

**THAT** Council liaise with West Elgin for the mutual benefit of both communities; and

**THAT** Council direct staff to promote the fund on the Municipal website; and

**THAT** Council appoints Councillor Corneil as representative to sit on this committee.

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

**CARRIED**

**UNFINISHED BUSINESS**

COVID-19 Pandemic

**2020.20.51**            **MOVED** by Corneil and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the following Municipal Emergency Control Group (MECG) meeting minutes for the COVID-19 Pandemic, for information:

**MECG meeting #19 held on September 3, 2020**

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

Purcell – Yes

CARRIED

2020.20.52            **MOVED** by Hentz and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Archival/Records and Clerk's Assistant titled "COVID-19 Pandemic 0 Municipal Emergency Control Group (MECG) Update", dated September 9, 2020 for information; and

**THAT** Council supports the proposal of the County Control Group in cancelling in-person Fall and Winter events including Remembrance Day and the Santa Claus Parade; and

**THAT** Council directs staff to continue investigating alternative, virtual ways to hold these events.

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

CARRIED

Iona Road Speed Limit

2020.20.53            **MOVED** by Loveland and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich directs staff to submit a request to Elgin County Council to reduce the speed limit to 50 km/h on Iona Road in the Hamlets of Iona and Iona Station.

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

CARRIED

**NEW BUSINESS**

None.

**ANNOUNCEMENTS**

SWIFT Announcement – verbal

Mayor Purcell announced that this project was started by the Wardens of Southwestern Ontario to provide internet to rural areas. SWIFT now has the full support of the Province to provide accessible internet access to rural communities in Southwestern Ontario.

**CLOSED SESSION**

2020.20.54            **MOVED** by Loveland 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 8:17 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) The security of Property of the Municipality – s. 239(2)(a) of the Municipal Act

- c) Personal matter about an identifiable individual – s. 239(2)(b) of the Municipal Act
- d) A proposed or pending acquisition or disposition of land by the municipality – s. 239(2)(c) of the Municipal Act
- e) The security of the property of the municipality – s.239(2)(a) of the Municipal Act
- f) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose – s. 239(2)(f) of the Municipal Act

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

**CARRIED**

**2020.20.55**            **MOVED** by Drouillard and **SECONDED** by Corneil **THAT** the Council for the Municipality of Dutton Dunwich hereby comes out of the closed session of the meeting at 9:06 p.m., and the regular meeting reconvenes.

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

**CARRIED**

**RISE AND REPORT - OPEN**

**2020.20.56**            **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich adopts the confidential resolution CL 2020-17 moved in the closed session.

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

**CARRIED**

a) Personal matter about an identifiable individual

**2020.20.57**            **MOVED** by Loveland and **SECONDED** by Hentz **THAT** regarding closed session item a) personal matter about an identifiable individual – s. 239(2)(b), that staff proceed as directed by Council.

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

**CARRIED**

b) The security of property of the municipality

**2020.20.58**            **MOVED** by Loveland and **SECONDED** by Hentz **THAT** regarding closed session item b) security of property of the municipality – s. 239(2)(a) of the Municipal Act, that staff proceed as directed by Council.

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

CARRIED

c) Personal matter about an identifiable individual

**2020.20.59**            **MOVED** by Drouillard and **SECONDED** by Loveland **THAT** regarding closed session item c) personal matter about an identifiable individual – s. 239(2)(b), that staff proceed as directed by Council.

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

CARRIED

d) A proposed or pending acquisition or disposition of land by the municipality

**2020.20.60**            **MOVED** by Corneil and **SECONDED** by Hentz **THAT** regarding closed session item d) a proposed or pending acquisition or disposition of land by the municipality – s. 239(2)(c), that staff proceed as directed by Council.

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

CARRIED

e) The security of the property of the municipality

**2020.20.61**            **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** regarding closed session item e) the security of the municipality – s. 239(2)(a), that staff proceed as directed by Council.

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

CARRIED

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

**2020.20.62**            **MOVED** by Drouillard and **SECONDED** by Purcell **THAT** regarding closed session item f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose – s. 239(2)(f), that staff proceed as directed by Council.

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

CARRIED

**PROPOSED BY-LAWS**

**2020.20.63**            **MOVED** by Hentz and **SECONDED** by Corneil **THAT** By-law #2020-62, being a by-law to amend by-law #2004-24 as it effects a parcel of land situated in Concession 5 North of A, Part of Lot 12, municipally known as 29548 Pioneer Line, filed by the Estate of Larry Albert Hull – Executors Mike Hull and Patricia Van Vugt, be read a first, second and third time and passed.

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

CARRIED

**2020.20.64**            **MOVED** by Loveland and **SECONDED** by Drouillard **THAT** By-law #2020-63, being a by-law to amend by-law #2004-24 as it effects a parcel of land municipally known as 7 Wallace Street, filed by Ron and Heather Lehman, be read a first, second and third time and passed.

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

CARRIED

**2020.20.65**            **MOVED** by Loveland and **SECONDED** by Hentz **THAT** By-law #2020-64, being a by-law to amend by-law #2004-24 as it effects a parcel of land municipally known as 33220 Talbot Line, filed by Justin and Sara Haasen, be read a first, second and third time and passed.

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

CARRIED

**2020.20.66**            **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** By-law #2020-65, being a by-law to amend by-law #2004-24 as it effects land known municipally as 1 & 2 Bouw Street, filed by Amjen Realty Inc. – Sandy Acchione, be read a first, second and third time and passed.

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

CARRIED

**2020.20.67**            **MOVED** by Loveland and **SECONDED** by Drouillard **THAT** By-law #2020-67, being a by-law to amend by-law #2004-24 as it effects a parcel of land situated in Concession A, Part of Lot 13, filed by Brokenshire Farms, be read a first, second and third time and passed.

Corneil – Yes

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

CARRIED

2020.20.68            **MOVED** by Hentz and **SECONDED** by Corneil **THAT** By-Law #2020-68, 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**

Council discussed holding in-person meetings during COVID-19.

September 23, 2020 – 5:00 p.m.

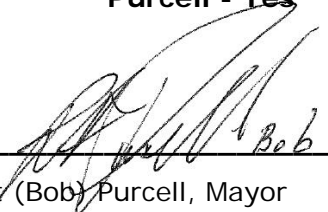
October 14, 2020 – 5:00 p.m.

**ADJOURNMENT**

2020.20.68            **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** the meeting of the Council of the Municipality of Dutton Dunwich closes at 9:20 p.m.

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

CARRIED

  
\_\_\_\_\_  
Robert (Bob) Purcell, Mayor

  
\_\_\_\_\_  
Heather Bouw, Clerk

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