



Municipality of  
Dutton Dunwich

## **A G E N D A**

**INAUGURAL SESSION  
DUTTON DUNWICH COUNCIL**

**Wednesday, December 5, 2018 - 5:00 p.m.**

**Council Chambers**

1. **WELCOME AND INTRODUCTIONS**
  - Chief Administrative Officer/Clerk Laurie Spence Bannerman
2. **INVOCATION**
  - The Reverend Andrew Thompson, Knox-St. Andrews Presbyterian Church
3. **DECLARATIONS OF OFFICE**
  - Administered by Chief Administrative Officer/Clerk Laurie Spence Bannerman
4. **INAUGURAL ADDRESS**
  - His Worship Mayor Bob Purcell
5. **GREETINGS FROM COUNCIL MEMBERS**
6. **APPOINTMENTS OF REPRESENTATIVES TO BOARDS AND COMMITTEES**
  - **John R. “Ian” Fleck** – Request for Consideration for Appointment to the Elgin County Land Division Committee
  - By-law No. 2018-67, being a by-law to provide for the naming of persons to positions and to appoint such members as are necessary to the various Boards/Committees as representatives of the Municipal Council

7. **PROPOSED BY-LAWS**

- By-law #2018-67 Appointment of Council Members & Persons to Local Boards, Committees and Positions
- By-law #2018-68 Municipal Election Recount Policy
- By-law #2018-69 Confirm Proceedings

8. **OFFICIAL COUNCIL PHOTO SESSION**

9. **ADJOURNMENT & RECEPTION**

*John Robert "Ian" Fleck  
272 Miller Road  
Dutton, Ontario N0L 1J0  
ian41fleck@gmail.com*

November 16, 2018

Mayor-Elect Bob Purcell  
Dutton/Dunwich Municipal Council  
199 Currie Road  
Dutton, ON N0L 1J0

Dear Sir:

Appointment to Elgin County Land Division Committee

Please accept this letter as my request for consideration for the appointment to the Elgin County Land Division Committee as the representative for Dutton/Dunwich. I understand that this appointment will commence in December 2018 for a four year term.

I look forward to your response.

Sincerely,

  
John R. "Ian" Fleck



By-Law No. 2018-67

**BEING A BY-LAW TO PROVIDE FOR THE NAMING OF PERSONS TO POSITIONS AND TO APPOINT SUCH MEMBERS AS ARE NECESSARY TO THE VARIOUS BOARDS/COMMITTEES AS REPRESENTATIVES OF THE MUNICIPAL COUNCIL.**

**WHEREAS** Section 5(3) of the Municipal Act, 2001, c. 25, as amended, authorizes a municipality to pass by-laws to exercise its municipal powers;

**AND WHEREAS** the Section 195 of the Municipal Act, 2001, as amended, provides for the Council to appoint members to the various Boards and Committees of the Municipality;

**AND WHEREAS** the Council of The Corporation of the Municipality of Dutton Dunwich is desirous of naming of persons to positions and of appointing officers to the various Boards, Committees and Commissions, as deemed appropriate by Council;

**NOW THEREFORE** the Council of The Corporation of the Municipality of Dutton Dunwich **HEREBY ENACTS AS FOLLOWS:**

1. THAT the naming of persons to positions shall be in accordance with Schedule "A" attached hereto and forming a part of this By-law.
2. THAT the appointments to the various Boards and Committees shall be in accordance with Schedule "B" attached hereto and forming a part of this By-law.
3. THAT these appointments are for the period as duly indicated in the said Schedules "A" and "B", saving and excepting that the Council may alter these appointments and that all members shall continue to hold office until re-appointed or replaced.
5. THAT this By-law shall come into force and take effect upon the final passing thereof.

READ a FIRST and SECOND time this 5<sup>th</sup> day of December, 2018.

READ a THIRD time and FINALLY PASSED this 5<sup>th</sup> day of December, 2018.

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Mayor

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Chief Administrative Officer/Clerk

**THE CORPORATION OF THE MUNICIPALITY OF DUTTON DUNWICH**

**SCHEDULE "A"  
TO BY-LAW NO. 2018-67**

<b>Position</b>	<b>Name of Appointment</b>	<b>Period Ending</b>
Animal Control Officer	<ul style="list-style-type: none"> <li>Vicki Kyle, Glencoe Animal Shelter</li> </ul>	December 31, 2022
County Weed Inspector	<ul style="list-style-type: none"> <li>Jeff Lawrence</li> </ul>	December 31, 2022
Poultry & Livestock Evaluator \$100.00 + mileage / incident; to a max. of \$600.00/ yr / livestock evaluator	<ul style="list-style-type: none"> <li>Peter Donaldson</li> <li>Jamie Littlejohn</li> </ul>	December 31, 2022
Fence Viewer (Municipal Staff: \$25.50 /hr while performing fence viewing duties)	<ul style="list-style-type: none"> <li>Jim Zoller</li> <li>Ryan McLeod</li> <li>Andy Davie</li> <li>Chief William Menzie and Officers of the Municipal Enforcement Unit (MEU)</li> </ul>	December 31, 2022
Provincial Offences Officers and By-law Enforcement Officers	<ul style="list-style-type: none"> <li>Chief William Menzie and Officers of the Municipal Enforcement Unit (MEU)</li> </ul>	December 31, 2021

**THE CORPORATION OF THE MUNICIPALITY OF DUTTON DUNWICH**

**SCHEDULE “B”  
TO BY-LAW NO. 2018-67**

<b>Position</b>	<b>Name of Appointment</b>	<b>Term of Office</b>
Committee of Adjustment	<ul style="list-style-type: none"> <li>• Bob Purcell</li> <li>• Mike Hentz</li> <li>• Patricia Corneil</li> <li>• Ken Loveland</li> <li>• Amarilis Drouillard</li> <li>• Secretary/Treasurer</li> <li>• Assistant Secretary/Treasurer</li> </ul>	November 30, 2022
Economic Development Committee	<ul style="list-style-type: none"> <li>• Bob Purcell</li> <li>• Mike Hentz</li> <li>• Ken Loveland</li> <li>• CAO/Clerk or alternate</li> </ul>	November 30, 2022
Community Emergency Program Committee	<ul style="list-style-type: none"> <li>• Mayor or Acting Head of Council</li> <li>• CAO/Clerk or alternate</li> <li>• CEMC or alternate</li> <li>• Fire Dept rep</li> <li>• Public Works rep</li> <li>• Water Dept rep</li> <li>• Wastewater rep</li> <li>• Chief Building Official</li> <li>• Finance Dept rep</li> <li>• Emergency Information Officer (EIO) or alternate</li> </ul>	November 30, 2022
Municipal Emergency Control Group	<ul style="list-style-type: none"> <li>• Mayor or Acting Head of Council</li> <li>• CAO/Clerk or alternate</li> <li>• CEMC or Alternate</li> <li>• Emergency Information Officer (EIO) or alternate</li> </ul>	November 30, 2022
Tri-County Water Board	<ul style="list-style-type: none"> <li>• Bob Purcell</li> <li>• Patricia Corneil</li> <li>• Ken Loveland</li> </ul>	November 30, 2022
West Elgin Arena Board	<ul style="list-style-type: none"> <li>• Ken Loveland</li> </ul>	November 30, 2022
Lower Thames Valley Conservation Authority Board of Directors	<ul style="list-style-type: none"> <li>• Mike Hentz</li> </ul>	November 30, 2022
Occupational Health & Safety Committee	<ul style="list-style-type: none"> <li>• Patricia Corneil</li> </ul>	November 30, 2022
Dutton Dunwich Volunteer Fire Department	<ul style="list-style-type: none"> <li>• Mike Hentz</li> </ul>	November 30, 2022

<b>Position</b>	<b>Name of Appointment</b>	<b>Term of Office</b>
Dutton Dunwich Recreation Advisory Committee	<ul style="list-style-type: none"> <li>• Amarilis Drouillard</li> </ul>	November 30, 2022
Dutton Dunwich Trans Canada Trail Committee	<ul style="list-style-type: none"> <li>• Mike Hentz</li> </ul>	November 30, 2022
Dutton Dunwich Cultural Heritage Committee	<ul style="list-style-type: none"> <li>• Mike Hentz</li> </ul>	November 30, 2022
Elgin Area Primary Water Supply	<ul style="list-style-type: none"> <li>• Patricia Corneil</li> <li>• Amarilis Drouillard</li> </ul>	November 30, 2022
Dutton Dunwich Seniors	<ul style="list-style-type: none"> <li>• Amarilis Drouillard</li> </ul>	November 30, 2022
Healthy Communities Partnership Advisory Committee	<ul style="list-style-type: none"> <li>• Patricia Corneil</li> </ul>	November 30, 2022
County of Elgin Land Division Committee	<ul style="list-style-type: none"> <li>• Ian Fleck</li> </ul>	Jan 1, 2019-Dec 31, 2022



By-Law No. 2018-68

**BEING A BY-LAW TO APPROVE A MUNICIPAL ELECTION RECOUNT  
POLICY**

WHEREAS pursuant to Section 5.1 of the *Municipal Act, 2001*, S.O. 2001, c.25, the powers of a municipality shall be exercised by its council; and

WHEREAS pursuant to Section 5.3 of the *Municipal Act, 2001*, S.O. 2001, c.25, the powers of every Council shall be exercised by by-law; and

WHEREAS the Council of the Corporation of the Municipality of Dutton Dunwich is authorized by Section 56(3) of the *Municipal Elections Act, 1996* to adopt a recount policy.

NOW THEREFORE the Council of the Municipality of Dutton Dunwich, hereby enacts as follows:

1. THAT Schedule "A" attached to and forming part of this by-law is hereby adopted as the Municipal Election Recount Policy for the Municipality of Dutton Dunwich.
2. THAT this by-law comes into force and effect on the day it is passed.

READ a first and second time this 5<sup>th</sup> day of December, 2018.

READ a third time and finally passed this 5<sup>th</sup> day of December, 2018.


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Mayor

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Chief Administrative Officer/Clerk



<b>General Administration</b>	 Municipality of Dutton Dunwich	Content Updated: <b>NEW</b>
<b>Section:</b> Administration		Supersedes Policy:
Policy No: A 19-2018		Approved by Council By-law No: 2018-68
Pages: 1 of 1		

<b>PURPOSE:</b>	To provide a Municipal Election Recount Policy that would require the Municipal CAO/Clerk to conduct a recount where the vote differential between an elected candidate and non-elected candidate falls within the threshold defined by this policy, in accordance with the Municipal Elections Act.
<b>SCOPE:</b>	This policy applies to all future elections for the Municipality of Dutton Dunwich.
<b>POLICY</b>	<ol style="list-style-type: none"> <li>1. This policy is to establish criteria that will require the completion of an automatic recount in accordance with the Municipal Elections Act.</li>   <li>2. This policy only applies to an election conducted for the following: <ul style="list-style-type: none"> <li>• The Office of Mayor;</li> <li>• The Office of Deputy Mayor</li> <li>• The Office of Councillor – Ward 1</li> <li>• The Office of Councillor – Ward 2</li> </ul> </li>   <li>3. An automatic recount shall be conducted if the number of votes separating candidates from winning an office is a variance of: <ul style="list-style-type: none"> <li>• 5 votes or less</li> </ul> </li>   <li>4. The CAO/Clerk shall prescribe in the Clerk's Election Procedures the process and timeframes to hold a recount required by this policy, and shall ensure the procedures comply with all requirements set out in legislation.</li> </ol>



By-Law No. 2018-69

**A BY-LAW TO CONFIRM PROCEEDINGS OF THE MUNICIPAL COUNCIL OF  
THE MUNICIPALITY OF DUTTON DUNWICH**

December 5, 2018

WHEREAS pursuant to Section 5.1 of the Municipal Act, 2001, S.O. 2001, c.25, the powers of a municipality shall exercised by its council; and

WHEREAS pursuant to Section 5.3 of the Municipal Act, 2001, S.O. 2001, c.25, the powers of every Council shall be exercised by by-law; and

WHEREAS it is deemed expedient that the proceedings of the Municipal Council of the Corporation of the Municipality of Dutton Dunwich at this meeting and previous meeting be confirmed and adopted by by-law.

NOW THEREFORE the Municipal Council of the Corporation of the Municipality of Dutton Dunwich enacts as follows:

1. THAT action of the Municipal Council of the Corporation of the Municipality of Dutton Dunwich in respect of each recommendation contained in the reports and each motion and resolution passed and other action taken by the Municipal Council of the Corporation of the Municipality of Dutton Dunwich at its meeting held December 5, 2018 be hereby adopted and confirmed as if all such proceedings were expressly embodied by the By-law.

2. THAT the Mayor and proper officials of the Corporation of the Municipality of Dutton Dunwich are hereby authorized and directed to do all things necessary to give effect to the action of the Municipal Council of the Corporation of Municipality of Dutton Dunwich referred to in the preceding section hereof.

3. THAT the Mayor and the Chief Administrative Officer/Clerk or alternate are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Municipality of Dutton Dunwich.

READ a first and second time this 5<sup>th</sup> day of December, 2018.

READ a third time and finally passed this 5<sup>th</sup> day of December, 2018.

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Mayor

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Chief Administrative Officer/Clerk