



Municipality of  
**Dutton Dunwich**

**Council Minutes  
Held in WEDS Theatre  
199 Currie Road, Dutton, Ontario  
May 25, 2022 - 5:00 p.m.**

Present:

Mayor Bob Purcell  
Deputy Mayor Mike Hentz  
Councillor Patricia Corneil  
Councillor Amarilis Drouillard  
Councillor Ken Loveland  
Treasurer Tracy Johnson  
Deputy Clerk Tara Kretschmer

Regrets:

Deputy Mayor Mike Hentz  
CAO/Clerk Heather Bouw

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**Opening of the Meeting**

**2022.14.01 MOVED by Corneil and SECONDED by Drouillard THAT the meeting of the Council of the Municipality of Dutton Dunwich opens at 5:02 p.m.**

**CARRIED**

A quorum was present.

**Declaration of Pecuniary Interest**

None declared.

**Adoption of Minutes**

**2022.14.02 MOVED by Loveland and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich approves the draft minutes of the May 11, 2022 meeting forwarded to Council Members, and the Mayor and the CAO/Clerk are authorized to sign same.**

**CARRIED**

**REVIEW OF ITEMS NOT LISTED ON AGENDA**

a) No items.

**FIRE DEPARTMENT**

Fire Department 10 Year Plan

The Fire Chief presented this report to Council. Councillor Drouillard inquired about satellite stations. Fire Chief Shewell agreed that is a great idea for the future but the primary Fire Hall is a focus.

**2022.14.03 MOVED by Drouillard and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Fire Chief titled "Fire Department 10 Year Plan", dated May 25, 2022 for information.**

**CARRIED**

Fire Department (Exterior Painting of Fire Hall)

The Fire Chief presented this report to Council. Councillor Loveland noted that he was not in support as this will become a maintenance project and money could be spent on other projects. Councillor Drouillard also noted that a mason explained to her that the paint would need to be maintained every 2-4 years for approximately the same amount.

Council directs staff to defer the money from this project for other Fire Department expenses.

**2022.14.04 MOVED by Loveland and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives the report of the Fire Chief titled "Fire Department (Exterior Painting of Fire Hall)", dated May 25, 2022 for information.**

**CARRIED**

**DRAINAGE DEPARTMENT**

S.78 Drain Repair Request – Brown Drain - McKillop

**2022.14.05 MOVED by Corneil and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives and decides to proceed with the Brown Drain improvement request under Section 78 of the Drainage Act that was received from Ian & Andrea McKillop, and instructs the Clerk to notify LTVCA as required under S.78(2) of the Drainage Act for the drainage improvements; and**

**THAT the requesting landowners be notified of Council's decision to proceed; and**

**THAT an engineer be appointed under the appropriate section of the Drainage Act after the 30-day time period from the notice of Council's decision was sent to the LTVCA and OMAFRA has passed.**

**CARRIED**

**CORRESPONDENCE**

a) Town of Rainy River – Connecting Links

**2022.14.06 MOVED by Loveland and SECONDED by Corneil THAT correspondence item 07.a) from the Town of Rainy River be received and filed.**

**CARRIED**

b) OPP – OPPortunities to Help Build Safer Communities

**2022.14.07 MOVED by Corneil and SECONDED by Drouillard THAT correspondence item 07.b) from the Ontario Provincial Police be received and filed.**

**CARRIED**

c) West Elgin Community Centre Board of Management – Sponsored Skate Rate

**2022.14.08 MOVED by Loveland and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich supports the recommendation from the West Elgin Community Centre Board of Management that the public skating sponsorship rate be equal to the non-prime ice rental rate as set out in the West Elgin Fees and Charges By-law, regardless of the rental time; and**

**THAT a copy of this resolution be forwarded to the Municipality of West Elgin and the West Elgin Community Centre Board of Management.**

**CARRIED**

- d) **Elgin County** – 2021 County Road Maintenance Agreement – Financial Reporting

Councillor Drouillard inquired if the same formula and format is used across the County. The Treasurer replied that the same formula is used based on the number of kilometers of roads and the County is looking into a standard software. Councillor Loveland noted that the information in the report is skewed due to all municipalities not reporting the same across the County.

**2022.14.09 MOVED by Corneil and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives from Elgin County the report titled “2021 County Road Maintenance Agreement – Financial Reporting”, dated May 25, 2022 for information.**

**CARRIED**

- e) **West Elgin Community Centre Board of Management** – West Lorne Minor Hockey New Board Member

**2022.14.10 MOVED by Corneil and SECONDED by Loveland the Council of the Municipality of Dutton Dunwich approves the appointment of Terry Weed as representative for the West Lorne Minor Hockey Association to the West Elgin Arena Board.**

**CARRIED**

- f) **Community Schools Alliance** – Rural and Northern Education

**2022.14.11 MOVED by and Drouillard SECONDED by Corneil WHEREAS all students should have the opportunity to attend elementary and secondary school in their home community;**

**THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Dutton Dunwich supports the Community Schools Alliance and requests the following:**

- 1. The Province increase the Rural and Northern Education Fund (RNEF) to \$50 million;**
- 2. Should the current moratorium on accommodation reviews and school closures be lifted, that the moratorium remain in place for schools that qualify for the RNEF until a thorough review of the education funding formula is completed;**
- 3. Before templates required by the 2018 Pupil Accommodation Review Guideline (PARG) are developed, there be consultation with the school boards and community groups including the Community Schools Alliance.**

**AND THAT a copy of this resolution be forwarded to the Community Schools Alliance and Karen Vecchio, MP.**

**CARRIED**

- g) **Dutton Dunwich Residents** – Petition

**2022.14.12 MOVED by Loveland and SECONDED by Corneil THAT correspondence item 07.g) from Dutton Dunwich Residents be received and filed.**

**CARRIED**

- h) **City of Brantford** – Release of all Federal and Provincial Documents Related to the Former Mohawk Institute Residential School

**2022.14.13** MOVED by Corneil and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich supports the resolution from the City of Brantford requesting the immediate release, to the Survivors' Secretariat, all documents in the possession of the Government of Canada or the Government of Ontario and the Anglican Church related to the former Mohawk Institute Residential School now located on Six Nations of the Grand River Territory, within the geographic boundaries of the City of Brantford; and

THAT a copy of this resolution be forwarded to Karen Vecchio, MP and the City of Brantford.

CARRIED

**2022.14.14** MOVED by Loveland and SECONDED Corneil THAT relevant correspondence was reviewed.

CARRIED

### **CONSENT AGENDA**

#### Consent Correspondence

- a) **Municipality of West Elgin** – Notice of Passing of a Zoning By-law
- b) **Elgin County** – County Council Highlights May 10, 2022

**2022.14.15** MOVED by Loveland and SECONDED by Drouillard THAT the items on the Consent Agenda be approved.

CARRIED

### **CAO/CLERK'S REPORT**

#### 2022 Municipal Election – Establishment of Joint Compliance Audit Committee

**2022.14.16** MOVED by Loveland and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the CAO/Clerk titled "2022 Municipal Election – Establishment of Joint Compliance Audit Committee", dated May 25, 2022 for information; and

THAT Council approves By-law 2022-46 Establishing an Election Joint Compliance Audit Committee and Terms of Reference for the 2022 Municipal Election in accordance with the Municipal Elections Act, 1996, as amended.

CARRIED

#### Government of Ontario Amends Blue Box Regulation

**2022.14.17** MOVED by Corneil and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the CAO/Clerk titled "Government of Ontario Amends Blue Box Regulation", dated May 25, 2022 for information; and

THAT Council directs staff to negotiate a contract with Circular Materials Ontario (CMO) to confirm that the municipality remains the contract manager of the municipality's blue box collection program, to ensure existing collection services that meet criteria are met, during the transition period of July 1, 2023 to December 31, 2025.

CARRIED

## **TREASURER'S REPORT**

### Municipal Drain Assessment Billing, Payment and Collections Policy

The Treasurer presented this report to Council.

**2022.14.18 MOVED by Drouillard and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "Municipal Drain Assessment Billing, Payment and Collections Policy", dated May 25, 2022 for information; and**

**THAT Council approve the Municipal Drain Assessment Billing, Payment and Collection Policy as drafted.**

**CARRIED**

## **EXECUTIVE ASSISTANT'S REPORT**

### Municipal Projects – Monthly Status Report – May 2022

**2022.14.19 MOVED by Corneil and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the Executive Assistant titled "Municipal Project Updates – May 2022", dated May 25, 2022 for information.**

**CARRIED**

## **UNFINISHED BUSINESS**

### Dutton Pool

Councillor Corneil expressed concerns for the lack of programming available at the Pool this year. The Treasurer replied that across all municipalities it was difficult to recruit lifeguards this year. Council will provide comments to the Mayor and staff to gauge feasibility of adding more programming in 2022.

## **NEW BUSINESS**

### Cemetery Fees

The Cemetery Administrator presented this report to Council.

**2022.14.20 MOVED by Drouillard and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Cemetery Administrator (Contract Position) titled "Cemetery Fees", dated May 11, 2022 for information; and**

**THAT Council amend the 2022 Cemetery Fees (By-law 2022-26 Item #3) to be compliant with the Funeral Burial Cremation Services Act (FBCSA, 2022), to allow the Cemetery to support the costs of burials and to increase the Care and Maintenance Fund to aid in reducing the negative impact on the tax base.**

**CARRIED**

### West Elgin Chronicle Delivery in Dutton Dunwich

**2022.14.21 MOVED by Corneil and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich receives the report of the Deputy Clerk titled "West Elgin Chronicle Delivery in Dutton Dunwich", dated May 25, 2022 for information.**

**CARRIED**

## **ANNOUNCEMENTS**

None.

## **PROPOSED BY-LAWS**

**2022.14.22 MOVED by Loveland and SECONDED by Drouillard THAT By-Law #2022-46, being a by-law to establish an election Joint Compliance Audit Committee for the 2022 Municipal Election in accordance with the Municipal Elections Act, 1996, as amended, be read a first, second and third time and passed.**

**CARRIED**

**2022.14.23 MOVED by Corneil and SECONDED by Drouillard THAT By-law #2022-47, being a by-law to appoint an Acting Clerk, be read a first, second and third time and passed.**

**CARRIED**

**2022.14.24 MOVED by Corneil and SECONDED by Loveland THAT By-law #2022-48, being a by-law to appoint an Acting CAO/Treasurer, be read a first, second and third time and passed.**

**CARRIED**

**2022.14.25 MOVED by Loveland and SECONDED by Corneil THAT By-Law #2022-49, 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**

June 8, 2022 – 5:00 p.m.

June 22, 2022 – 5:00 p.m.

## **ADJOURNMENT**

**2022.14.26 MOVED by Corneil and SECONDED by Drouillard THAT the meeting of the Council of the Municipality of Dutton Dunwich closes at 6:05 p.m.**

**CARRIED**

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Robert (Bob) Purcell, Mayor

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Heather Bouw, CAO/Clerk

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