



Municipality of
Dutton Dunwich

**Council Minutes
Held at the Council Chambers
199 Currie Road, Dutton, Ontario
November 28, 2018 - 5:00 p.m.**

Present: Mayor Cameron McWilliam
Deputy Mayor Bob Purcell
Councillor Ian Fleck
Councillor Mike Hentz
Councillor Dan McKillop
CAO/Clerk Laurie Spence Bannerman
Treasurer Joe McMillan
Deputy Clerk Heather Bouw

Opening of the Meeting

2018.21.01 **MOVED by Hentz and SECONDED by McKillop THAT the meeting of the Council of the Municipality of Dutton Dunwich opens at 5:00 p.m.**

CARRIED

A quorum was present.

Declaration of Pecuniary Interest

None declared

Adoption of Minutes

2018.21.02 **MOVED by Fleck and SECONDED by Purcell THAT the Council of the Municipality of Dutton Dunwich approves the draft minutes of the November 14th, 2018 meeting, as forwarded to Council Members, and the Mayor and CAO/Clerk be authorized to sign same.**

CARRIED

Review of Items not Listed on Agenda

1. Letter from Spriet Associates – Homestead Bridge Replacement Tender Summary (attached to these minutes)

DELEGATION – West Elgin Youth Task Team – 5:00 p.m.

Krystyn Munroe, Health Promoter/Community Developer and Brooke Lewinsky attended to present the Dutton Dunwich Outstanding Youth Award to Evan Ross.

CORRESPONDENCE

- (a) **Town of Kearney** – Requesting a Support Resolution for the Re-establishment of the Multi-Stakeholder Working Group Tasked with Exploring and Identifying a Transformational Change to the Creation and Maintenance of the Voters’ List for Municipal Elections – *See Resolution #2018.21.03*

2018.21.03 **MOVED by McKillop and SECONDED by Fleck THAT the Council of the Municipality of Dutton Dunwich supports the resolution of the Town of Kearney calling on the re-establishment of the multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC and Elections Ontario to explore and identify ways to create and maintain the Voters’ List for Municipal Elections; and**

THAT an update be provided to municipalities from this working group, on the transformational solutions being discussed; and

THAT this resolution be forwarded to the Town of Kearney.

CARRIED

2018.21.04 **MOVED by Fleck and SECONDED by McKillop THAT relevant correspondence was reviewed.**

CARRIED

Consent Agenda

Correspondence for Review

- (a) **DDOWT** – Recognizing Council and Staff
- (b) **Ministry of Community Safety and Correctional Services** – 2017 OFMEM Compliance
- (c) **Ministry of Community Safety and Correctional Services** – Emergency Alert System Testing on November 28, 2018
- (d) **Suzanne Long** – Recognizing Ryan Brown

2018.21.05 **MOVED by Purcell and SECONDED by Fleck THAT the items on the Consent Agenda be approved.**

CARRIED

DRAINAGE DEPT

Hamilton Drain – Filing of the Engineer’s Report

2018.21.06 **MOVED by Fleck and SECONDED by McKillop THAT the Council of the Municipality of Dutton Dunwich receives the engineer’s report for the Hamilton Drain, and instructs the CAO/Clerk to notify everyone required to be notified under Section 41 of the *Drainage Act* of its intention to proceed with this drain, and will hold a Meeting to Consider the Report at their Council meeting scheduled for December 19, 2018 at 6:30 p.m.**

CARRIED

Section 78 Notice of Request for Drain Improvement – A.D. McFarlane Drain 1950

2018.21.07 **MOVED by McKillop and SECONDED by Purcell THAT the Council of the Municipality of Dutton Dunwich accepts the Section 78 Request for Drain Improvement for the A.D. McFarlane Drain 1950, filed by Argyle Hills, Inc, Argyle Farms Brookwood Inc, and Argyle Farms; and**

THAT Spriet Associates be appointed to prepare the necessary reports for the drainage request for improvements; and

THAT notice of Council’s decision to proceed with this request be sent to all petitioners, the LTVCA, the Ministry of Agricultural, Food and Rural Affairs, and Spriet Associates.

CARRIED

Section 78 Notice of Request for Drain Improvement – A.D. McFarlane Drain 1950

2018.21.08 **MOVED by Hentz and SECONDED by McKillop THAT the Council of the Municipality of Dutton Dunwich accepts the Section 78 Request for Drain Improvement for the A.D. McFarlane Drain 1950, filed by W. Noorloos Farms Inc.; and**

THAT Spriet Associates be appointed to prepare the necessary reports for the drainage request for improvements; and

THAT notice of Council’s decision to proceed with this request be sent to all petitioners, the LTVCA, the Ministry of Agricultural, Food and Rural Affairs, and Spriet Associates.

CARRIED

Homestead Bridge Replacement – Letter from Spriet Associates

The Director of Public Works attended and pointed out to Council that there is a \$50,000 contingency in the contract and that the HST included in this amount will be partially refunded to the Municipality.

2018.21.09 **MOVED by McKillop and SECONDED by Purcell THAT the Council of the Municipality of Dutton Dunwich accepts the tender of Theo Vanderberk Construction Inc. as the successful bidder and be awarded**

the contract for the construction of the Homestead Bridge in the amount of \$725,059.53 inclusive of HST; and

THAT Council instructs the Mayor and CAO/Clerk to sign the contract and forward a copy to the Contractor.

CARRIED

TREASURER'S REPORT

Budget to Actual October 2018

The Treasurer presented this report to Council.

CAO/CLERK'S REPORT

Strategic Plan – Report Follow up

The CAO/Clerk presented this report to Council.

CLOSED SESSION

2018.21.10 **MOVED** by Hentz and **SECONDED** by McKillop **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 5:25 p.m. in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c.25 for discussion of the following matter:

1. Personnel Matter – Pay Equity

CARRIED

2018.21.11 **MOVED** by Hentz and **SECONDED** by Fleck **THAT** the Council for the Municipality of Dutton Dunwich hereby comes out of the closed session of the meeting at 6:15 p.m. and the regular meeting reconvene.

CARRIED

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PROPOSED BY-LAW

2018.21.12 **MOVED** by Hentz and **SECONDED** by McKillop **THAT** By-law #2018-66, 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

Dec 5, 2018 – 5:00 p.m. Inaugural Meeting
Dec 19, 2018 – 5:00 p.m. Regular Meeting


ADJOURNMENT

**2018.21.13 MOVED by McKillop and SECONDED by Hentz THAT the meeting
of the Council of the Municipality of Dutton Dunwich closes at 6:16 p.m.**

CARRIED



Robert (Bob) Purcell, Mayor



Laurie Spence Bannerman, CAO

*THIS DOCUMENT IS AVAILABLE IN AN ACCESSIBLE FORMAT OR WITH APPROPRIATE
COMMUNICATION SUPPORTS UPON REQUEST.*

November 27, 2018



**SPRIET
ASSOCIATES**

ENGINEERS & ARCHITECTS
155 York Street
London, Ontario N6A 1A8
Tel. (519) 672-4100
Fax (519) 433-9351
E-mail: mail@spriet.on.ca
www.spriet.on.ca

Ryan Brown, P.Eng.
Public Works Director
Municipality of Dutton Dunwich
Box 320, 199 Currie Road
Dutton, Ontario N0L 1J0

Re: Homestead Bridge Replacement
Our Reference No. 218116

Dear Sir,

Tenders were received today for the construction of Bridge No. 4. The following is the summary of bids received (including HST):

Theo Vandenberg Construction Inc.	\$ 725,059.53
VanDriel Excavating Inc.	\$ 987,315.51
Intrepid General Ltd.	\$1,004,538.05
Facca Inc.	\$1,006,830.00
Premier Concrete Ltd.	\$1,262,329.60
Clearwater Structures Inc.	\$1,466,797.63

We have checked these bids and found all to be correct. We recommend acceptance of the low bid from Theo Vandenberg in the amount of \$725,059.53. Theo Vandenberg Construction Inc. has successfully completed projects for us in the past.

If you have any questions please do not hesitate to contact the undersigned.

It is our pleasure to be of service.

Yours truly,

SPRIET ASSOCIATES LONDON LIMITED

J.M. Spriet, P. Eng.

JMS:bv