



Municipality of  
**Dutton Dunwich**

**Council Minutes**  
**Held at the Council Chambers**  
**199 Currie Road, Dutton, Ontario**  
**September 11, 2019 - 5:00 p.m.**

Present: Mayor Bob Purcell  
Deputy Mayor Mike Hentz  
Ward 1 Councillor Patricia Corneil  
Ward 2 Councillor Amarilis Drouillard  
Ward 2 Councillor Ken Loveland  
Clerk Heather Bouw  
Treasurer Joe McMillan  
Archival, Records and Clerk's Assistant Tara Kretschmer

---

**Opening of the Meeting**

**2019.15.01**            **MOVED by Hentz and SECONDED by Drouillard THAT the meeting of the Council of the Municipality of Dutton Dunwich opens at 5:00p.m.**

**CARRIED**

A quorum was present.

**Declaration of Pecuniary Interest**

None declared.

**Adoption of Minutes**

**2019.15.02**            **MOVED by Corneil and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich approves the draft minutes of the August 28, 2019 meeting forwarded to Council Members, and the Mayor and the Clerk are authorized to sign same.**

**CARRIED**

**REVIEW OF ITEMS NOT LISTED ON AGENDA**

None.

**PUBLIC WORKS DEPT**

Public Works Monthly Report

**2019.15.03**            **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 Aug 2019", dated September 11, 2019 for information.**

**CARRIED**

Landfill Operations

**2019.15.04**            **MOVED by Loveland and SECONDED by Hentz that the Council of the Municipality of Dutton Dunwich receives the report of the Manager of Roads**

and Facilities titled "Landfill Operations" dated September 11, 2019 for information.

CARRIED

### WATER DEPARTMENT

Water Operations Manager's Monthly Report

**2019.15.05**            **MOVED** by Drouillard 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 Aug 2019", dated September 11, 2019 for information.

CARRIED

Monthly Safety Meeting Minutes

**2019.15.06**            **MOVED** by Corneil and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich receives the "Water Department Safety Meeting minutes", dated September 4, 2019 for information.

CARRIED

### WASTEWATER DEPARTMENT

Wastewater Operator Monthly Report

**2019.15.07**            **MOVED** by Drouillard and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Wastewater Treatment Plant Operator titled "Monthly Report Aug 2019", dated September 11, 2019 for information.

CARRIED

### BUILDING DEPT

Monthly Building Activity Report

**2019.15.08**            **MOVED** by Corneil and **SECONDED** by Drouillard **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Chief Building Official titled "Building Activity Report Aug 2019", dated September 11, 2019 for information.

CARRIED

### FIRE DEPARTMENT

Fire Chief's Monthly Report

**2019.15.09**            **MOVED** by Corneil and **SECONDED** by Loveland **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Fire Chief titled "Monthly Report Aug 2019", dated September 11, 2019 for information.

CARRIED

### DRAINAGE DEPARTMENT

Drainage Superintendent's Monthly Report

**2019.15.10**            **MOVED** by Loveland and **SECONDED** by Corneil **THAT** the Council of the Municipality of Dutton Dunwich receives the report of the Drainage

Superintendent titled "Monthly Activity Report Aug 2019", dated September 11, 2019 for information.

CARRIED

### **Planning**

The Planner discussed correspondence item d) Ministry of Municipal Affairs and Housing – Update on the More Homes, More Choice Act, 2019. The Planner stated that the position of the Municipality up to this point has been that the changes to the shortened appeal period do not directly impact the Municipality of Dutton Dunwich. The Planner explained the changes regarding secondary dwellings from an attached second dwelling or detached second dwelling to attached second dwelling and/or detached second dwelling. Deputy Mayor Hentz commented that the changes around the regulation for parking may aid within the Village. Councillor Corneil expressed that the Municipality does not have public transit and is concerned with congestion around parking.

The Planner discussed correspondence item g) Halton Region – Resolution re: Local Planning Appeal Tribunal (LPAT). The Planner explained the new LPAT process and that there is no concern that the process will affect the Municipality.

### **Graham Scott Enns LLP – 2018 Financial Statement - 5:30 p.m.**

Robert Foster of Graham Scott Enns presented the auditor's report. Mr. Foster noted that in the audit findings letter there were no issues to report and that internal controls are functioning properly.

**2019.15.11**            **MOVED by Corneil and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich approve the draft financial statements for 2018 presented by Graham Scott Enns LLP.**

CARRIED

### **CORRESPONDENCE**

- a) **Wallacetown Agricultural Society** – Request for In-kind donation for the Wallacetown Fair - *see Resolution 2019.15.12*

**2019.15.12**            **MOVED by Hentz and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich grants an in-kind donation to the Wallacetown Agricultural Society for the delivery, pickup and use of construction fencing and 3pt hitch rototiller and John Deere 770 Tractor and 1 load of gravel and grader to level it in the amount of approx. \$608.00, as well as the rental of 14 tables and 200 chairs in the amount of \$170.00, for a total of \$778.00 + HST; and**

**THAT Dutton Dunwich Firefighters will be present for fire protection.**

CARRIED

- b) **Stewardship Ontario** – 2019 Municipal Amendment Agreement - *received and filed*  
c) **David & Murial Vatcher** – Iona Greenspace and Playground - *received and filed*

Councillor Loveland stated he has attempted to reach out to the Vatchers without success to date.

- d) **Ministry of Municipal Affairs & Housing** – Update on the *More Homes, More Choice Act, 2019 - received and filed - see Planning for discussion*  
e) **Ministry of the Environment, Conservation and Parks** – Solid Non-Hazardous Waste Disposal Site Inspection Report - *received and filed*  
f) **Wallacetown Agricultural Society** – Request to Name the Wallacetown Fair an Event of Municipal Significance - *see Resolution 2019.15.13*

**2019.15.13**            **MOVED by Hentz and SECONDED by Drouillard THAT the Council of the Corporation of the Municipality of Dutton Dunwich declares the Wallacetown Agricultural Fair, being held on Sept 27, 28 & 29<sup>th</sup>, 2019, to be an event of Municipal significance.**

**CARRIED**

g) **Halton Region** – Resolution re: Local Planning Appeal Tribunal (LPAT) - *received and filed – see Planning for discussion*

h) **City of Kitchener** – Resolution re: Single-use Disposable Wipes - *see Resolution 2019.15.14*

**2019.15.14**            **MOVED by Corneil and SECONDED by Loveland THAT the Council of the Municipality of Dutton Dunwich supports the resolution of the City of Kitchener to lobby the Federal Government to review the regulations related to consumer packaging on single-use wipes, and to remove the word flushable; and**

**THAT to increase public awareness of the impact caused by non-flushable wipes being flushed down toilets, more consumer education and outreach be provided which could play a large part in reducing the impact; and**

**THAT a copy of this resolution be forwarded to the City of Kitchener.**

**CARRIED**

**2019.15.15**            **MOVED by Hentz and SECONDED Drouillard THAT relevant correspondence was reviewed.**

**CARRIED**

## **CONSENT AGENDA**

### Consent Correspondence

- a) **Stewardship Ontario** – Stewardship Ontario Receives Further Direction on MHSW Wind Up
- b) **Office of the Solicitor General** – Government to Repeal the Public Reports Regulation (O.Reg. 377/18) effective August 26, 2019
- c) **City of Kitchener** – Resolution re: Producer Requirements for Packaging in Ontario

### Committee Reports

- By-Law Enforcement
- Cultural Heritage Committee
- Dutton Dunwich Senior's
- Economic Development Committee
- Elgin Area Primary Water Supply System Board of Management
- Elgin Phragmites Working Group
- Elgin-St. Thomas Municipal Association
- Emergency Management
- Fire Department
- Healthy Communities Partnership
- Lower Thames Valley Conservation Authority
  - June 27, 2019 meeting minutes
- Occupational Health and Safety
- Recreation Advisory Committee
- Shoreline Management Report
- Source Protection Authority
- Trans Canada Trail
- Tri County Committee
- West Elgin Community Centre Board of Management

**2019.15.16**            **MOVED by Drouillard and SECONDED by Hentz THAT the items on the Consent Agenda be approved.**

**CARRIED**

**CLERK'S REPORT**

Climate Change Considerations

The Clerk presented this report to Council. Council directed staff to research cost for a tree planting program, composter program, enhanced yard waste program at the municipal landfill site, continuation and enhancement for community clean up, and community garden in collaboration with West Elgin Mutual.

**2019.15.17**            **MOVED by Hentz and SECONDED by Drouillard THAT the Council of the Municipality of Dutton Dunwich receives the report of the Clerk titled "Climate Change Consideration" dated September 11, 2019 for information and action.**

**CARRIED**

Waste Disposal Site Inspection Report

The Clerk presented this report to Council.

**2019.15.18**            **MOVED by Corneil and SECONDED by Hentz THAT the Council of the Municipality of Dutton Dunwich receives the report of the Clerk titled "Waste Disposal Site Inspection Report" dated September 11, 2019 for information.**

**CARRIED**

**TREASURER'S REPORT**

Investing in Service Delivery and Efficiency Fund

The Treasurer presented this report to Council.

**2019.15.19**            **MOVED by Hentz and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich receives the report of the Treasurer titled "Investing in Service Delivery and Efficiency Fund" dated September 11, 2019 for information; and**  
**THAT Council adopt the recommendations of the Treasurer outlined in this report.**

**CARRIED**

Councillor Drouillard Pickleball Report

Councillor Drouillard stated that staff has researched additional quotes and that there has been significant variation in numbers due to variation in specifications. Mayor Purcell stated that Karen Vecchio, MP has applied for an extension on the time frame for construction of the pickleball courts.

**2019.15.20**            **MOVED by Drouillard and SECONDED by Corneil THAT the Council of the Municipality of Dutton Dunwich supports the formation of a pickleball sub-committee consisting of the following members:**

- **One (1) representative from Dutton Dunwich Council, with alternate named**
- **One (1) representative from the Dutton Dunwich Parks & Recreation Committee**
- **Four (4) residents from the community**

**CARRIED**

ICIP Application Options

The Treasurer presented this report to Council. Council directed staff to apply for rehabilitation of the pool and building.

**2019.15.21** **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 11, 2019 for information and proceed as outlined during discussion.**

**CARRIED**

**EXECUTIVE ASSISTANT'S REPORT**

Hiring Policy - Updated

Councillor Corneil expressed concern with council involvement for hiring department head positions. Council deferred this item until the next meeting.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

Pet Interment at Cemeteries

Council agreed a significant majority of correspondence received was against allowing pet interment at the cemetery.

**2019.15.22** **MOVED by Hentz and SECONDED by Corneil THAT upon further investigation by staff, the Council of the Municipality of Dutton Dunwich requires no further action be taken respecting pet interments in cemeteries within the boundaries of Dutton Dunwich.**

**CARRIED**

**ANNOUNCEMENTS**

None.

**CLOSED SESSION**

**2019.15.23** **MOVED by Corneil 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 6:40 pm, in accordance with Section 239 (2) of the Municipal Act, S.O. 2001, c.25 for discussion of the following matters:**

- 1. Property Matter**
  - a. 234 Shackleton Street**
- 2. Personnel Matter**

**CARRIED**

**2019.15.24** **MOVED by Hentz and SECONDED by Drouillard THAT the Council for the Municipality of Dutton Dunwich hereby comes out of the closed session of the meeting at 6:48 p.m., and the regular meeting reconvenes.**

**CARRIED**

**RISE AND REPORT - OPEN**

Property Matter – 234 Shackleton Street

**2019.15.25**            **MOVED** by Loveland and **SECONDED** by Hentz **THAT** regarding closed session "Property Matter – 234 Shackleton Street", that staff proceed as directed.

**CARRIED**

Personnel Matter

**2019.15.26**            **MOVED** by Hentz and **SECONDED** by Drouillard **THAT** regarding closed session "Personnel Matter", that staff proceed as directed by Council.

**CARRIED**

**PROPOSED BY-LAWS**

**2019.15.27**            **MOVED** by Corneil and **SECONDED** by Hentz **THAT** By-Law #2019-70, being a by-law to Enter into an Amending Agreement for new Municipal Hazardous or Special Wastes (MHSW) with Stewardship Ontario, be read a first, second and third time and passed.

**CARRIED**

**2019.15.28**            **MOVED** by Hentz and **SECONDED** by Corneil **THAT** By-Law #2019-71, 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**

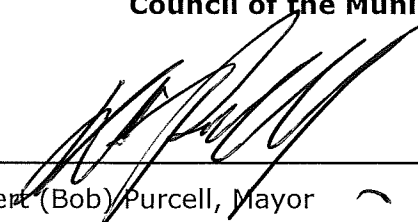
September 25, 2019 – 5:00 p.m.

October 9, 2019, 2019 – 5:00 p.m.

**ADJOURNMENT**

**2019.15.29**            **MOVED** by Corneil and **SECONDED** by Hentz **THAT** the meeting of the Council of the Municipality of Dutton Dunwich closes at 6:50 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.

