

## MUNICIPALITY OF DUTTON/DUNWICH

Minutes of the Council of the Municipality of Dutton/Dunwich held on April 1 2009, in the Council Chambers, 199 Currie Road, Dutton, Ontario

Present were: Mayor Bonnie Vowel  
Deputy Mayor Cameron McWilliam  
Councillor John Yokom  
Councillor Donald Page  
Councillor Ian Fleck  
Clerk-Treasurer Administrator Ken Loveland  
Deputy Clerk-Treasurer Heather Bouw

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### Opening of the Meeting

**09.06.01** MOVED by Page and SECONDED by Yokom THAT the meeting of the Council of the Municipality of Dutton/Dunwich opens at 9:00 a.m.

**CARRIED**

### Approval of Agenda

**09.06.02** MOVED by Yokom and SECONDED by Fleck THAT the agenda be approved as prepared and amended and presented to Council.

**CARRIED**

### Approval of Minutes

**09.06.03** MOVED by Fleck and SECONDED by Page THAT we approve the minutes of the March 18<sup>th</sup>, 2009 meeting as printed and delivered to Council members and the Mayor and the Clerk Treasurer Administrator be authorized to sign same.

**CARRIED**

### Declaration of Pecuniary Interest

No one declared a conflict.

Correspondence “Copied List #1-18

ITEM	DESCRIPTION	PAGE (S)
1	AMO – PST/GST Harmonization	1-2
2	AMO – Invitation to Consult-Great Lakes Vision	3
3	Ministry of Municipal Affairs and Housing	4-5
4	Elgin County Plowmen’s Assoc.-Letter	6
5	AMO-Pedestrian Events	7
6	AMO-Pesticides Ban	8
7	Email – Bev Galbraith – Visit and Tour	9-11
8	Ministry of Agriculture, Food and Rural Affairs	12-13
9	Municipality of Grey Highlands - Resolution	14-16
10	AMO – Building Canada Funds	17-18
11	Joe Preston – National Trails Program	19-23
12	Dutton Meadows Golf Club - Tournament	24
13	Township of Otonabee-South Monaghan – Letter	25-27
14	Elgin County - Resolution	28
15	AMO – Poverty Reduction Measures	29
16	AMO – Green Energy Act	30
17	County of Elgin – PST/GST Harmonization	31-34
18	MPAC – Fourth Quarter Report 2008	35-64

- #1 - 8 Received & filed
- #9 Received & filed – send letter of support
- #10 - 12 Received & filed
- #13 Received & filed – support resolution
- #14 Received & filed – send letter of support
- #15 Received & filed – send letter of support
- #16 - 18 Received & filed

**09.06.04 MOVED by McWilliam and SECONDED by Page THAT relevant correspondence was reviewed.**

**CARRIED**

ADMINISTRATOR’S REPORT

Donations

Council reviewed a summary of donation requests for 2009.

### Kellestine Residence

Staff have made arrangements for the demolition of the Kellestine residence. All required notices had been sent prior to demolishing this residence. After checking with the O.P.P. to ensure that they had no further need for the residence we obtained two prices to remove the house. Campbellton Excavating was the low bid at \$2,950.00. In addition, we will have some minor expenses for the landfill site. All of these costs will of course be added to the property taxes. The residence will have been removed by the time of this meeting.

### Household Hazardous Waste Day

West Elgin has contacted us regarding our interested in holding a joint household hazardous waste day with them again this year. It would be held in their municipality this year. We could hold our own day, however, there is considerable work to apply for the grant and since we held one last year, the number of people who attend, may not warrant the work involved. Council decided to hold a joint household hazardous waste day with West Elgin for 2009.

### Policing Costs

Council reviewed information received from the County of Elgin regarding our 2008 actual policing costs. The Elgin Group had a surplus of \$349,405.00 for 2008. Our share of this surplus is \$30,444.00. Council also reviewed information regarding contract settlements for policing staff which will have an effect on the 2009 to 2011 policing costs.

### Police Services Board Budget

Council also reviewed a copy of the Police Services Board 2009 budget. This budget is down slightly from the 2008 level of \$30,876.00 to \$28,675.00 with our share being \$2,498.00.

### P.O.A. Income

We have received our final payment for the 2008 P.O.A. revenue which was \$17,354.02. Our totals, once again, seem considerably less than we anticipated. A Treasurer's meeting has been scheduled for March 30, 2009, and Clerk-Treasurer Administrator Loveland will discuss this matter with the Elgin County Treasurer at that time.

### Sale of Dutton Hydro Limited

The closing date for the sale of Dutton Hydro Limited has now been moved back to April 30, 2009. The lawyers found it difficult to complete the paper work to close the deal for March 31, 2009. The final documents should be ready for adoption for the April 15, 2009 Council meeting.

## COMMITTEE REPORTS

### Arena Board

Councillor Fleck reported on the March 10<sup>th</sup> meeting. The 2009 budget was passed at this meeting requiring a contribution for operation and capital purposes of \$48,259.00.

### By-Law Enforcement

New proposed by-laws will be discussed later in the meeting.

### Chamber of Commerce

Signs have been ordered for the 401 showing directions to the downtown business section.

### Community Policing

Mayor Vowel requested that the road department erect traffic counters for various roads within the municipality.

### Economic Development

Nothing to report at this time

### Emergency Planning

Heather Bouw attended a BEM course in London on March 25-27.

### Fire Department

Councillor Fleck reported on equipment, training, and gear for new recruits, and pagers, etc.

### Health & Safety

No meeting to report on.

### Landfill Site

Nothing to report on.

### Lower Thames

No meeting to report on.

## Recreation

Deputy Clerk-Treasurer Bouw reported on the March 24<sup>th</sup> meeting. Interviews for pool staff will be completed as soon as possible. Cowan Drainage will install a drain in the Sons of Scotland Park. Once the drain has been installed, the walking path can be constructed. During the winter months, the road department will be given a scheduled of planned events at the South Dunwich Hall so that the parking area can be plowed for the events. Two summer students will be hired this year. The March Break Program was successful, however some days were better attended than others. To investigate the installation of “Four Square” and hopscotch on the cement pad behind the Lions Den. Kate Ambrose has completed the Workplace Specific training for the Health and Safety Course. She is also registered for an Event Planning Management Course later this spring.

## Senior’s Centre

Councillor Page attended the March meeting. Financials were reviewed, and programs are moving forward.

## Trans Canada Trail

No meeting to report on.

## Tri-County Water (see report)

Deputy Mayor McWilliam reported on the March 30<sup>th</sup> meeting. Graham Warwick was elected Chair, and Cameron McWilliam elected Deputy Chair. OCWA reported that overall flow for the plant was down by 2 ½% for the year. MOE inspection report was reviewed. Plant is in full operation. Old plant has not been decommissioned. Once the frost is out of the ground, will reroute connection under Talbot Line. An update on the water treatment plant included a letter from Stantec Consulting that provided an update on construction. An update on the construction budget indicates there is approximately \$150,000 to \$200,000 left in the contingency budget. Joanne Groch presented a Statement of Revenue and Expenditures for the period ending September 30, 2008. She also presented a report for capital – new water treatment plant ending November 30, 2008. No interest was paid on the reserve fund in 2008 due to the construction of the plant. This will be paid back when COMRIF money arrives. No budget for 2009 since the plant has only been running for a short time – first want to review operating figures for a few months.

**09.06.05      MOVED by Fleck and SECONDED by Yokom THAT the Council of the Corporation of the Municipality of Dutton/Dunwich approve the proposed 2009 Arena Budget requiring a contribution for operation and capital purposes of \$48,259.00**

**CARRIED**

Building Permits

Council reviewed the building permit applications

**09.06.06**      **MOVED by Fleck and SECONDED by Page THAT Council review the following Building Permits as passed by the Building Inspector:**

<b>Ralph Dodds</b>	<b>Sewage System</b>
<b>Johann Lettner</b>	<b>Grain Bin</b>
<b>Linda Carpenter</b>	<b>New Residence</b>
<b>Jim Ford</b>	<b>Garden Shed</b>

**CARRIED**

Closed Session

**09.06.07**      **MOVED by McWilliam and SECONDED by Page THAT we enter into a closed session to discuss a personnel matter of identifiable individuals.**

**CARRIED**

**09.06.08**      **MOVED by Page and SECONDED by McWilliam THAT the closed session end and the regular session reconvene at 12:45 p.m.**

**CARRIED**

Job performance reviews were discussed.

Drain Repairs

Council reviewed the drain complaints

**09.06.09**      **MOVED by Yokom and SECONDED Fleck THAT the following Drainage Complaints be placed in the hands of Brent Clutterbuck for repair:**

<b>Herman Minnema</b>	<b>Lee-McMillan Drain, Duncanson-McCallum Drain, McArthur Drain</b>
<b>William Van Raay</b>	<b>McFarland Blue Tile Portion</b>
<b>Robert McKillop</b>	<b>Donald Small Drain</b>
<b>Wayne VanDaele</b>	<b>Duncan McPherson Drain</b>
<b>Bert Van Raay</b>	<b>Daniel McArthur Drain</b>
<b>Joe Marentette</b>	<b>A. A. Patton</b>
<b>Robert Drummelsmith</b>	<b>Harris Drain</b>
<b>Travis Boyd</b>	<b>Ronald Leitch Drain</b>
<b>Agris Co-Op</b>	<b>Dunwich-Dutton Public School Drain</b>
<b>Dutton/Dunwich Road Dpt.</b>	<b>Jackson Drain</b>
<b>Carl McLeod</b>	<b>McLean Drain, Crawford Drain</b>
<b>Richard Paton</b>	<b>McGeachy Drain</b>
<b>Jim Goodhue</b>	<b>West Br. Of the Lodge &amp; Graham</b>

**Brian Smith  
Randy Small  
Lorne McLeod**

**Durham Drain  
Wallacetown Drain  
Norm Leitch Drain**

**CARRIED**

**09.06.10**      **MOVED by Fleck and SECONDED by Yokom THAT the Clerk Treasurer Administrator be authorized to prepare the necessary by-law to appoint a Deputy Fire Chief.**

**CARRIED**

Annual Water Report

Council reviewed the 2008 Annual Compliance Report prepared by Municipal Staff, which included system capacity, compliance, water testing, main breaks, new line installation, annual report to the MOE, etc. The Dutton/Dunwich Water System is operating within compliance.

ROAD DEPARTMENT

Road Superintendent's Report

Road Superintendent Mike Hull attended the meeting. He reported on the maintenance work performed by staff. Council also discussed a sidewalk issue on Nancy Street. Employees' overtime hours were also discussed.

Drainage Superintendent's Report

Drainage Superintendent Brent Clutterbuck attended the meeting. Reported on a list of 24 repairs to be completed. Brent has attended all sites. He will attempt to have maintenance done in-house as much as possible. New forms have been prepared for this type of work.

Computer Use Policy By-Law

**09.06.11**      **MOVED by McWilliam and SECONDED by Page THAT the Council of the Municipality of Dutton/Dunwich adopts the Computer Use Policy as recommended by the Administrator.**

**CARRIED**

**09.06.12**      **MOVED by Page and SECONDED by Yokom THAT the meeting adjourn to sit as a Public Meeting under the Planning Act at 2:15 p.m.**

**CARRIED**

**09.06.13**      **MOVED by Yokom and SECONDED by Fleck THAT the Public Meeting to consider an application to amend the zoning on a portion of Lot 7, Concession 10 filed by June Hentz opens at 2:15 p.m.**

**CARRIED**

Public Meeting – Hentz Rezoning

No one attended. The purpose of this meeting is to change the zoning. On 7135 m<sup>2</sup> (1.75 acres) of land from the site-specific Special Agricultural (A2-8) Zone to the Special Rural Residential (RS) Zone. The subject lands are located on the west side of Erie Road, south of Lakeview Line, in Part Lot 8, Concession 10, in the Municipality of Dutton/Dunwich. Clerk-Treasurer Administrator Loveland informed all present that notices of this public meeting had been sent to all landowners and agencies having an interest, as per the regulations of The Planning Act. Correspondence was received from LTVCA, with no objections being noted. This zone change is for the expansion of a rural residential lot in the Hamlet of Tyrconnell.

**09.06.14**      **MOVED by Yokom and SECONDED by Fleck THAT the Public Meeting to consider an application to amend the zoning on a portion of Lot 7, Concession 10 filed by June Hentz closes at 2:20 p.m.**

**CARRIED**

**09.06.15**      **MOVED by Page and SECONDED Fleck THAT the Public Meeting to consider an application to amend the zoning on the north side of Talbot Line, west of Iona Road in the Hamlet of Iona filed by Janan Matti opens at 2:30 p.m.**

**CARRIED**

Public Meeting – Matti Rezoning

Janan Matti, Jean McPhail and Building Inspector Doug Mitton attended the meeting. The purpose of this proposed amendment is to change the zoning on a parcel of land situated on the north side of Talbot Line in the former Township of Dunwich from Highway Commercial (C1) to the Hamlet Commercial (HC) zone. The proposed change would allow a retail store in addition to the current restaurant use. Clerk-Treasurer Administrator Loveland informed all present that notices of this public meeting had been sent to all landowners and agencies having an interest, as per the regulations under The Planning Act. Correspondence was received from the Elgin St. Thomas Health Unit. This zone change would increase the number of uses that would be permitted on this property, and complies with the Hamlet Commercial zone. Mr. Mitton explained the ramifications of what would be required by the municipality for sewers.

**09.06.16**      **MOVED by Yokom and SECONDED by Fleck THAT the Public Meeting to consider an application to amend the zoning on the north side of Talbot Line, west of Iona Road, in the Hamlet of Iona filed by Janan Matti closes at 2:35 p.m.**

**CARRIED**

**09.06.17**      **MOVED by Page and SECONDED by Yokom THAT the meeting re-meet at 2:36 p.m.**

**CARRIED**

Proposed By-Laws

**09.06.18**      **MOVED by Fleck and SECONDED by Page THAT By-law 2009-21, a by-law to amend by-law 2004-24 as it effects a portion of Lot C, Concession 7, north of Talbot Line, west of Iona Road be read a first, second and third time and passed.**

**CARRIED**

**09.06.19**      **MOVED by Fleck and SECONDED by Yokom THAT By-law 2009-20, a by-law to amend by-law 2004-24 as it effects a portion of Lot 8, Concession 10, be read a first, second and third time and passed.**

**CARRIED**

Notice of Consideration of Engineer's Report – McAlpine Drain – Iona

Municipal Engineer Wybe Cnossen and Drainage Superintendent Brent Clutterbuck attended the public meeting. Mr. Cnossen explained the profile and assessment schedule. This report was requested by the County of Elgin as severances and new development were taking place along part of the length of the existing drain.

**09.06.20**      **MOVED by Fleck and SECONDED by Yokom THAT the report on the McAlpine Drain – Iona, dated February 11, 2009 as prepared by Wybe Cnossen Engineering Ltd., be adopted and By-law 2009-22 be read a first and second time and provisionally adopted. The Court of Revision to be held at 3:00 p.m. on May 6<sup>th</sup>, 2009 and the Clerk Treasurer Administrator, Administrator be authorized to have the by-law prepared and copies sent to all interested parties.**

**CARRIED**

Notice of Consideration of Engineer's Report – Graham Drain Open & Tile Portions

Phil Smith, Municipal Engineer Wybe Cnossen and Drainage Superintendent Brent Clutterbuck attended the public meeting. Mr. Cnossen explained the plan, profile and assessment schedule.

**09.06.21**      **MOVED by Yokom and SECONDED by Page THAT the report on the Graham Drain – Open and Tile Portions, dated February 11, 2009 as prepared by Wybe Cnossen Engineering Ltd., be adopted and By-law 2009-23 be read a first and second time and provisionally adopted. The Court of Revision to be held at 3:20 p. m. on May 26<sup>th</sup>, 2009 and the Clerk Treasurer Administrator be authorized to have the by-law prepared and copies sent to all interested parties.**

**CARRIED**

Notice of Consideration of Engineer’s Report – Rivers-McPhail Drain

Paul McCallum, Isaac Enns, Municipal Engineer Wybe Cnossen and Drainage Superintendent Brent Clutterbuck attended the public meeting. Mr. Cnossen explained the plan, profile and assessment schedule.

**09.06.22**      **MOVED by Fleck and SECONDED by Yokom THAT the report on the Rivers – McPhail Drain, Dated January 27<sup>th</sup>, 2009 as prepared by Wybe Cnossen Engineering Ltd., be adopted and By-law 2009-24 be read a first and second time and provisionally adopted. The Court of Revision to be held at 3:40 p.m. on May 6<sup>th</sup>, 2009 and the Clerk Treasurer Administrator be authorized to have the by-law prepared and copies sent to all interested parties.**

**CARRIED**

Proposed By-Law

**09.06.23**      **MOVED by Page and SECONDED by Yokom THAT By-law 2009-19, being a by-law to confirm the proceedings of the Municipal Council of the Corporation of Municipality of Dutton/Dunwich be read a first, second and third time and passed.**

**CARRIED**

Date for Future Meetings

April 15, 2009 – 5:00 p.m.  
May 6, 2009 – 9:00 a.m.

Adjournment

**09.06.24**      **MOVED by Page and SECONDED by Yokom THAT the meeting of the Council of the Municipality of Dutton/Dunwich adjourn at 4:05 p.m.**

**CARRIED**

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**Mayor**

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**Clerk Treasurer Administrator**