

MUNICIPALITY OF DUTTON/DUNWICH

Minutes of the Council of the Municipality of Dutton/Dunwich held on February 4, 2009, in the Council Chambers, 199 Currie Road, Dutton, Ontario

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

Opening of the Meeting

09.03.01 **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

09.03.02 **MOVED** by Yokom and **SECONDED** by Fleck **THAT** the Agenda be approved as prepared and presented to Council.

CARRIED

Approval of Minutes

09.03.03 **MOVED** by Fleck and **SECONDED** by Yokom **THAT** we approve the minutes of the January 7th, and January 21st, 2009 meetings 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.

Ralph Dodds' Severance

Once Mr. Dodds had the severed lot surveyed, he discovered that although the front and rear measurements are correct, the row of large trees are not planted in a straight line. He would like to move the centre of his lot out slightly to include the trees. This would increase the lot area on

the severed portion from 4.63 acres to 4.983 acres. Council had no objections to this amendment.

Deputy Mayor McWilliam attended the meeting.

Dunwich Dutton School Delegation

The following delegation from the public school spoke on the benefits of municipal composting. Martha McDonald, Catherine Nolan, Serenity Roberts, Janine Noorloos, Justin Gagnon, Alie Wright, Dawson Parker, Jacob Buck, Tara Wilson, Kayla Smith, Mallory Hooghiem, Hanna Kozma, Sabrina Merks, Cooper Sabo, Kylee Moriarity, Logan Mancari, Lexxi Langs, Katie McDonald, Angie Gagnon and Brian Buck. The public school has both an Eco School Team and Roots and Shoots committee. They have been composting for several years. There are small compost bins in each class room and a larger one in the lunchroom. School neighbours are encouraged to use compost bins. They also recycle, and by doing so have reduced their bagged garbage by 75%. A presentation was made to Council on composting and included the following: How organic waste is collected; the benefits of municipal composting; reduced environmental hazards; and a centralized compost system. Compostable bags break down between 2-7 days. The public school students feel they are doing their part to help the environment, and wanted Council to be aware of the many benefits of municipal composting. Janine Noorloos discussed composting in PEI and Quebec. The Clerk-Treasurer Administrator began by saying that this presentation is timely, as contracts are being examined to locate companies that deal with municipal compost. The Clerk-Treasurer Administrator advised the group of municipal initiatives in waste management which includes holding household hazardous waste days, bluebox collection (which diverted 146.04 tons of recyclables from the landfill in 2007). The municipality also recycled 20,000 tons of cement which was used as a road base to construct a section of road. We also recycle used tires, and recycled 240 tons of scrap metal including stoves and refrigerators from our landfill site. We have started a compost pile for leaves and other organic material. Christmas trees can be left at the landfill site and are chipped into mulch. An amendment to our certificate of approval would be required to allow for a larger composting site within our landfill site. The Provincial Government has started to fund computers and electronic equipment recycling. Mayor Vowel stated that within the next couple of months, Councillor will be using laptops for meetings which will create a paperless agenda and meeting. It was also noted that Councillor Yokom has recently purchased a smart car.

Deputy Mayor McWilliam says there is a cost to doing things, but there is also a cost to not doing things. The Municipality of Dutton/Dunwich is committed to recycling, and Council hopes we can advance our recycling even further. The delegation was also given information regarding the Clean Sweep Campaign as part of Pitch-In Canada Week April 20-26, 2009.

Correspondence “Copied List #1-17

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- #1 Received & filed
- #2 Received & filed – will be making presentation at next Council meeting
- #3 Received & filed
- #4 Received & filed – more information required before decision is made
- #5 Received & filed
- #6 Received & filed – Mayor Vowel to discuss this matter with Pat Vandevenne (Director of Seniors Services)
- #7 – 17 Received & filed

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

CARRIED

ADMINISTRATOR’S REPORT

Medical Building Signage

Council discussed the concerns raised regarding the signage at the medical centre. Council decided to change the colour and size of the “Don C. Campbell Medical Building” signs and have them erected as soon as possible.

COMMITTEE REPORTS

Arena Board

Councillor Fleck reported on the January 27th meeting. Apply for funding through West Elgin Council for improving dressing rooms and insulation/steel on outside walls. 2009/2010 ice rates were also discussed.

By-Law Enforcement

The Clerk-Treasurer Administrator has scheduled a meeting with Bill Menzies (by-law enforcement officer) to look at possible by-law changes and/or enhancements.

Chamber of Commerce

Mayor Vowel reported that Jim Corneil has been elected President of the Chamber. She reported that Elgin Futures will be opening an office in Dutton in the near future.

Community Policing

No meeting to report on.

Economic Development

Nothing new to report at this time.

Emergency Planning

Meeting scheduled for February 11, 2009 at Keystone Complex.

Fire Department

Fire Chief to attend the meeting.

Health & Safety

Kate Ambrose is registered to complete Workplace Specific Training-Certification Part Two (MHSA)

Landfill Site

Nothing to report.

Lower Thames

No meeting to report on.

Recreation

Mayor Vowel reported on the long-term planning meeting held on January 20, 2009. The committee discussed numerous projects that could be considered in the future.

Senior's Centre

Councillor Page could not attend last meeting.

Trans Canada Trail

No meeting to report on.

Tri-County Water

No meeting to report on.

ADMINISTRATOR'S REPORT

Sewer Plant Operations

Council discussed the Annual Plan Profile for our sewage treatment plant. Our plant operated at an average daily flow of 404m³ or 69% of our daily capacity of 585 m³. These figures are slightly higher than actual due to the high water level at the measuring weir. Due to the cold weather, we have experience some problems which has caused us to divert the effluent to the lagoon. The level of the lagoon is low enough that there should be sufficient capacity for the cold months. Once the weather warms up, the plant will be resume operation.

Federal Budget

Since the federal budget has been approved, Council discussed projects which could be applied for funding. From the information outlined in the federal budget, it appears that they expect the municipality and province to provide matching funds, and they would like these projects to proceed as quickly as possible. We also have to raise our portion in either this year or next years' budget. Council discussed various recreation, sewer and road projects that could be considered. Council requested cost estimates for engineering fees for the pool and community centre improvements.

FIRE DEPARTMENT REPORT

Dan Lundy attended the meeting. He reported that the fire department had 70 calls in 2008, which is down from 2007 by approx 15 calls. This reduction is due in part by the fact that the department is not being dispatched to all medical assist calls. Interviews will be scheduled as soon as possible for the 3 applicants who have applied for the Deputy Fire Chief position. Insurance coverage options will be discussed at the February 24th meeting. A summary of comparable fire chief/deputy chief wages will be compiled for the next meeting.

PARKING CONCERNS

Evelyn Poisson attended the meeting to discuss parking concerns. Council made a decision at the January 21st meeting and had sent a letter to Mrs. Poisson advising her of their decision . Mrs. Poisson requested attendance at this meeting as she was not satisfied with Council's decision and wanted to discuss other alternatives. Mrs. Poisson cannot use her back door due to guide wires on the hydro pole that is situated on the municipal road allowance and would like Council to either move the pole or make changes to the guide wires to allow her access to her back door. Council will discuss this matter with Bob Leitch when he attends the meeting later this afternoon.

Water System Operations

We have now been involved with the operation of the Southwold water system for a month. There is still a considerable amount of work to undertake. The cold weather has brought construction on our COMRIF waterlines to a stand still. The contractor will start again as soon as the weather permits. Council also reviewed a copy of the annual report which was sent to the Ministry of the Environment.

Meter Reading Service

Council reviewed a proposal from Corix Water Products regarding the supply of meter reading services. A comparison was done for November and December of what we are presently paying and the proposal. There will be an increase of \$30.42 per month. This company supplies their own reading equipment which will more than cover the increased costs. Council decided to enter into an agreement with Corix Water Products for a 3 month period.

ROAD DEPARTMENT

Road Superintendent's Report

Road Superintendent Mike Hull attended the meeting. Council reviewed a financial report dated December 31, 2008.

Canada Day Grant Application

09.03.05 **MOVED by Page and SECONDED by McWilliam THAT the Council of the Municipality of Dutton/Dunwich authorizes staff to apply for funding to Canadian Heritage in relation to the Celebrate Canada Program for organizing activities to celebrate Canada Day.**

CARRIED

WATER DEPARTMENT

Operation Manager's Report

All water hydrants have been dug out and uncovered, and they may need to be done again. Plans for Shackleton Street East and McArthur Street watermain replacement are scheduled for this spring. Pre-construction locates will be required in order to determine exact location of the new main. These two streets are the last remaining cast iron lines in Dutton. Work orders for water meter repairs in Southwold have kept staff busy. Testing is also being completed 7 days a week at Shedden booster station. Council discussed the hydro pole and guide wire concerns on the corner of Shackleton Street and Currie Road. Further pricing will be investigated and discussed at the next meeting.

Drainage Superintendent's Report

Ralph Beharrell attended the meeting to discuss his activities for the month. Ralph has decided not to renew his contract and will retire on February 28, 2009.

Proposed By-Laws

09.03.06 **MOVED by Yokom and SECONDED by Fleck THAT By-law 2009-09, being a by-law to appoint JGM Consulting as the Investigator be read a first, second and third time and passed.**

CARRIED

09.03.07 **MOVED by Page and SECONDED by Yokom THAT By-law 2009-10, 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 Meeting

March 4, 2009 – 9:00 a.m.

Adjournment

09.03.08 **MOVED by Fleck and SECONDED by Yokom THAT the meeting of the Council of the Municipality of Dutton/Dunwich adjourn at 1:45 p.m.**

CARRIED

Mayor

Clerk Treasurer Administrator