

MUNICIPALITY OF DUTTON/DUNWICH

Minutes of the Council of the Municipality of Dutton/Dunwich held on November 4, 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

Opening of the Meeting

09.17.1 **MOVED by Page and SECONDED by Yokom THAT the meeting of the Council of the Municipality of Dutton/Dunwich opens at 9:05 a.m.**

CARRIED

Approval of Agenda

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

CARRIED

Approval of Minutes

09.17.3 **MOVED by Fleck and SECONDED by Page THAT we approve the Minutes of the October 21st, 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 5 a-q

a - b Received & filed
c Received & filed – request Elgin County Economic Development to investigate interest in CSX line becoming a trail through the west end of Elgin County.

- # d Received & filed
- # e Received & filed – Council discussed request and no relief of interest will be given
- # f Received & filed
- # g Received & filed – send letter to MPAC regarding assessment of Caledonia II
- # h – q Received & filed

09.17.4 MOVED by Yokom and SECONDED by Page THAT relevant correspondence was reviewed.

CARRIED

COMMITTEE REPORTS

Arena Board

Next regular meeting is scheduled for November 16th. Agreement and 5 yr capital forecast to be discussed at this meeting.

By-Law Enforcement

Council reviewed the October 14/09 Enforcement Report completed by SOSG.

Chamber of Commerce

Meeting scheduled at the Lions Den for November 2009.

Community Policing

Nothing to report at this time.

Economic Development

Discussion regarding service centre projects.

Emergency Planning

CEMC Lorne McLeod attended the meeting to discuss H1N1 updates. Control Group meeting scheduled for November 18th at 3:00 p.m. to review emergency plan. Communications exercise will be conducted by the County and will be scheduled for December 1st.

Fire Department

Councillor Fleck reported there was a good response at the Fire Awareness presentation held October 13th. Tour of the Caledonia II facility was completed to review fire code regulations.

Health & Safety

Nothing to report at this time.

Landfill Site

Tires have been removed from the landfill site.

Lower Thames

No meeting to report on.

Recreation

Council reviewed the October 19th minutes. Tenders for the pool and community centre will close on November 17th. The cement pad for the generator at the South Dunwich Hall has been poured.

Senior's Centre

No one attended the October meeting. The municipality took possession of the building on November 1, 2009.

Trans Canada Trail

No meeting to report on.

Tri-County Water

No meeting to report on.

ADMINISTRATOR'S REPORTS

Arena Agreement

Council reviewed the arena agreement which was adopted in May of 2004. This agreement gives the "Arena Board" the power to "manage and control" the arena. Accounts are to be approved by the Board and then forwarded to West Elgin Council for "Approval without questions provided accounts are within the total budget allocation". Section 4.8 indicates the Board shall "endeavor" to submit a five-year capital cost expenditure list. The five-year capital expenditure list shall be approved by both municipalities. The term for this agreement was for a one-year term which renews automatically for additional terms. The Municipality can terminate the agreement by notifying West Elgin by registered mail before June 1, 2009.

Council Remuneration

Council reviewed By-Law #2008-42 which established the remuneration rate for Council Members. This by-law makes no provision for an automatic inflation increase. Council members agreed to make this provision starting in 2010. A by-law shall be prepared for the next meeting.

Kemmerling Official Plan Amendment

Council reviewed an Official Plan Amendment application filed by Mr. Kemmerling. This application would propose a change to a small portion of property owned by Mr. Kemmerling on the lake shore in Lot 1 from Agricultural to Recreation. This re-designation would permit the owners to sever their property. Their intention is to subdivide it into two lots. Council also reviewed a memo from our planner. Send letter to Mr. Kemmerling suggesting he retain the services of a land use planner and professional engineer to undertake a feasibility study regarding the re-designation and development of the property.

Financial Statements – September 30, 2009

Council reviewed the financial statements dated September 30, 2009.

November 4th Service Centres Report

The Clerk-Treasurer Administrator reported he has had several discussions with representatives from Ellis-Don regarding the sewage and water services. He has provided Ellis-Don with estimated prices for both services and he expects final answers on both items before the end of the meeting. Building permits have been issued for both service centres and construction is expected to begin very soon.

Plowing Match

The County IPM Committee has requested that we appoint a representative to sit on the “Elgin Offerings” sub-committee which, as in the past, will plan the municipal showcase. Their hope is that each of the seven municipalities will showcase a business or landmark that is related to agri-tourism and heritage, and can be found within their respective area. A request that our Road Department staff assist with the installation of the snow fence and sign installation was approved by Council.

Insurance Renewal

In the past, we have always requested proposals for insurance coverage every two years. The Clerk-Treasurer Administrator has discussed our renewal with representatives from Jardine Lloyd Thompson and they have informed him that the cost for premium on the municipal property will increase 4% to cover the increase in the value of the buildings and all other

premiums will remain unchanged. Council requested that a representative from Jardine Lloyd Thompson attend Council and deliver a proposal for our insurance coverage for 2010.

09.17.05 MOVED by McWilliam and SECONDED by Page THAT the meeting adjourn to enter into a closed session to discuss legal and personnel matters of identifiable individuals.

CARRIED

Closed Session

09.17.06 MOVED by Page and SECONDED by McWilliam THAT the closed session end and the regular session reconvene at 12:55 p.m.

CARRIED

Council discussed staffing issues and cross-training.

PLANNING

Proposed Severance - #E 74/09

Council discussed Severance #E 74/09 and reviewed the evaluation prepared by staff.

09.17.07 MOVED by Yokom and SECONDED by Fleck THAT the Council of the Municipality of Dutton/Dunwich recommends that the County of Elgin Land Division Committee approve Application E74/09 filed by David McVicar as no conditions are required since it is a boundary adjustment.

CARRIED

UTILITY DEPT

Operation Manager's Report

Bob Leitch attended the meeting. He reported that the yearly hydrant maintenance program has been completed in Dutton/Dunwich, and they are currently working on Southwold's. The Ministry has granted us a reduced schedule for lead sampling. All our samples were negative this term. All of the dead-end blow-offs have been flushed for October in Dunwich, and are now working on the same in Southwold.

Waste Water Manager's Report

Brad Reive could not attend the meeting. Council reviewed his report as follows:

- All preventive maintenance has been performed as per schedule.
- All alarms and safety inspections have been performed.
- The UV lights have been removed for the winter season.

- The Clerk-Treasurer Administrator has put together a proposal for the handling of the service centre sewage.
- Brad has done a preliminary review of the plant expansion drawings and made some comments.

Drainage Repairs

Council reviewed the drainage complaints.

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

**Dan McKillop
Fred Small**

**Hughes-McKillop Drain
Fred Small Drain**

CARRIED

Building Permits

Council reviewed the building permit applications.

09.17.09 MOVED by McWilliam and SECONDED by Page THAT Council review the following Building Permits as passed by the Building Inspectors:

**Dave Vatcher
Dennis DeVos
Dennis De Vos
Robert McKillop
MTO / Quadrangle Architects
MTO / Quadrangle Architects**

**Sewage System Permit
Sewage System Permit
Addition – Bedroom & Bathroom
Dryer Bin & Grain Storage
Service Centre – 401 Eastbound
Service Centre – 401 Westbound**

CARRIED

ROAD DEPARTMENT

Road Superintendent's Report

Road Superintendent Mike Hull attended the meeting. He reported on the following work being completed by staff:

- Grading township roads
- Landfill
- Preparing equipment for winter
- Cutting weeds in Iona
- Patching county and township roads
- Tile drain repairs
- Planter boxes and park benches have been stored for winter

- Moved storage shed at pool house
- Stockpiled winter sand
- Culvert installations- 2 road crossings, 3 laneway
- Ditching on Currie Road
- Installed deer signs on county roads
- Swept intersections

Mike also reported that the County has agreed to installing flashers on the stop signs at Miller/Centre Street intersection. Locates are completed for guide rails and scheduled to start December 1st. Sidewalk work continuing on Margaret Street and Nancy Street. Will try to sell truck #149 (old bucket truck) in the near future.

Drainage Superintendent's Report

Council discussed erosion concerns on Lakeview Line. Council is of the opinion that it is up to the property owner to sign a petition for repair and the municipality could put it in the hands of an engineer to prepare the preliminary work.

ShIPLEY drain - Mr. Schleihauf says he no longer has drainage problems since the 4" tile has been fixed by the municipality. Mr. Ferguson does not want to spend money for the new drain. Therefore, the drain will stop on the east side of Coyne Road. The Engineer has been asked to do another assessment schedule as both Schliehauf and Ferguson have opted out of this drain repair.

09.17.10 MOVED by Yokom and SECONDED by Fleck THAT By-law 2009-66, being a by-law to amend by-law 2009-24 and to establish the actual costs for the Rivers-McPhail Drain be read a first, second and third time and passed.

CARRIED

Drain Concerns

Jim & Donna McLellan attended the meeting and are concerned that erosion in the gully on Highland Road is accelerating and they expressed concern that they think the gully is getting wider and deeper Brent Clutterbuck explained that the shoulder is very narrow at this location on Highland Road. The McLellans are requesting that the road ditches be improved to carry the road water to this same location on Highland Road. The McLellans talked about the large amount of gabion stone around the road crossing culvert on the west side of the road. Mike informed them that the adjoining property owner on the west side put in the stone.

Their concerns on Celtic Line include the white pine trees dying and falling into the ditch. It is their opinion brine applied to the road is the cause of the vegetation and trees dying.

Brent recommended meeting be scheduled with LTVCA to see if they have any concerns on Highland and Celtic, and what work can be done to address the McLellan's concerns.

Proposed By-Laws

Council reviewed By-Law #2009-67.

09.17.11 **MOVED** by Yokom and **SECONDED** by Fleck **THAT** By-law 2009-67, being a by-law to stop and sell a portion of the road allowance situated in Lot 2, Concession 9 Lot 2 be read a first, second and third time and passed.

CARRIED

Date for Future Meetings

Nov 18, 2009 – 5:00 p.m.

Dec 2, 2009 – 9:00 a.m.

09.17.12 **MOVED** by McWilliam and **SECONDED** by Page **THAT** By-law 2009-65 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

Adjournment

09.17.13 **MOVED** by Yokom and **SECONDED** by Fleck **THAT** the meeting of the Council of the Municipality of Dutton/Dunwich adjourn at 3:05 p.m.

CARRIED

Mayor

Clerk Treasurer Administrator