

MUNICIPALITY OF DUTTON/DUNWICH

Minutes of the Council of the Municipality of Dutton/Dunwich held on September 2, 2009, in the Council Chambers, 199 Curie 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

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

CARRIED

Approval of Agenda

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

CARRIED

Approval of Minutes

09.13.03 **MOVED** by Yokom and **SECONDED** by Fleck **THAT** we approve the Minutes of the July 22nd, 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.

Payment of Accounts

09.13.04 **MOVED** by Fleck and **SECONDED** by Yokom **THAT** we approve the July 2009 General Account of \$213,191.66; Roads \$247,372.14; Water \$259,745.96; Recreation \$47,116.98 and Fire Department of \$5,234.94 plus GST Refund totaling \$798,271.89.

CARRIED

Correspondence “Copied List #1-22

- #1 Received & filed
- #2 Received & filed – send letter of support
- #3 – 4 Received & filed
- #5 Received & filed – have Arbortech Tree Service look at tree
- #6 Received & filed – send \$250.00 donation
- #7 Received & filed – send letter of support
- #8 – 15 Received & filed
- #16 Received & filed – send letter of support
- #17 Received & filed – send letters to CSX and CN railways
- #18 – 20 Received & filed
- #21 Received & filed – send letter of support
- #22 Received & filed – send letter of support

09.13.05 MOVED by Yokom and SECONDED by Fleck THAT relevant correspondence was reviewed.

CARRIED

Fire Dept Report

Chief Dan Lundy and Deputy Chief Kevin Hull attended the meeting to review a summary of fire calls within the municipality to date. New hire information was discussed for four openings within the fire department. A team was entered into the Rodney fire muster as well as the St. Thomas fire muster. Pat Henry has been appointed as Captain, and the municipal by-law will be amended as required. Training exercises are ongoing. County-wide training will begin shortly, with the first session scheduled for October. Fire inspections have been continuing. Fire department members will be fundraising for the Muscular Dystrophy boot drive on September 19, 2009.

09.13.06 MOVED by Fleck and SECONDED by Yokom THAT the Council of the Municipality of Dutton/Dunwich approve the appointment of the following to our Fire Department:

- 1. Saveen Tucker**
- 2. Ben Myatt**
- 3. Malcolm Mitten**
- 4. Michael Henry**

CARRIED

PLANNING

Proposed Severance

Rick Hentz attended the meeting to discuss a possible severance.

09.13.07 MOVED by Yokom and SECONDED by Page THAT the Public Meeting to consider an application to amend the zoning on a portion of Lots B & C, Concession 7 filed by Ralph & Anne Devries opens at 11:50 a.m.

CARRIED

PUBLIC MEETING – Ralph & Anne DeVries Severance

No one attended the meeting. The purpose of this meeting is to change the zoning on a recently severed lot that contains an existing dwelling and is 1.09 hectares (2.7 acres) in area, from the Large Lot Agricultural (A3) Zone to the Special Rural Residential (RS) Zone, and to change the zoning on the retained 39.1 hectares (96.6 acres) of land from the Large Lot Agricultural (A3) Zone to Special Agricultural (A2) Zone in the zoning by-law of the Municipality of Dutton/Dunwich #2004-24. The subject lands are located on the west side of Iona Road, known as Part Lots B and C, Concession 7. The Clerk-Treasurer Administrator informed all present that notices of this public meeting had been mailed to all land owners and agencies having an interest, as per the requirement under The Planning Act. No correspondence was received.

09.13.08 MOVED by McWilliam and SECONDED by Fleck THAT the Public Meeting to consider an application to amend the zoning on a portion of Lots B & C, Concession 7 filed by Ralph & Anne DeVries closes at 12:00 p.m. (noon).

CARRIED

ADMINISTRATOR'S REPORTS

Vehicle License Office

Council reviewed letters explaining changes to the license system in Ontario as well as those affecting our office. Our license office contract has been extended from our normal expiry date of October 13, 2009 for 6 months to April 13, 2010. Fees have been raised by approximately 1%. A fee will also be established for health card photographs in the near future. The new contracts, as they are issued, will be for a five year period, with 2 five year renewal options. The Clerk-Treasurer Administrator recommended to Council that we make an application for the operation of a licensing office in our municipality.

Emergency Management Mutual Assistance Agreement

Council reviewed an agreement that has been prepared on behalf of all municipalities in Elgin County. This agreement states that if any municipality declares an emergency, the other

municipalities would not be paid for any manpower or equipment that is provided in assistance. This would apply if provincial and/or federal funding is available. Council decided to pass a by-law adopting this agreement.

Scrap Metal – Landfill Site

Council reviewed a summary of prices for the removal of scrap metal from our landfill site. Premier Recycling will move a baler onto the site and bale the scrap metal on site. They have made assurances that the municipality would be paid as soon as the material was moved off-site, at a price of \$85.00 per tonne. Council requested that the Clerk-Treasurer Administrator contact Premier Recycling to begin baling as soon as possible.

Bluebox Program

The Clerk-Treasurer Administrator attended a meeting on Aug 26/09 at the City of St. Thomas, to discuss the City of London's proposal to construct a regional recycling facility. The City of London is planning to construct a new blue box recycling facility. The Continuous Improvement Fund under the Waste Diversion Ontario Program has agreed to fund the difference between the \$18,000,000.00 cost for a facility to handle 40,000 tonnes per year (London's needs) and 75,000 tonnes per year costing \$23,000,000.00. The City of London is close to approving the project. They feel the operation costs for the plant would be between \$45.00 per tonne and \$55.00 per tonne if they could increase the tonnage. They would accept the blue box material, sort it and market the same. The present returns they are receiving for this material is \$85.00 per tonne. They are not requesting financial contribution, but would like us to consider making a change to our contracts to utilize their new facility. They have provided us with a list of materials they accept. Some further investigation will be required before Council discusses this option further.

Official Plan Review

The open house to consider the upgrade of our Official Plan has been scheduled for Tuesday, September 22, 2009, from 4:00 pm-6:00 pm & 7:00 pm – 9:00 pm. This will be an informal "drop-in" type of process. After discussing the community improvement area, Council felt it wise to leave the area as it was originally established.

Service Centre Re-development

The Clerk-Treasurer Administrator and the Building Inspector met with engineers, design builders, and representatives from the preferred renters, to discuss 3 options regarding the handling of sewage from the two new service centers, as well as water supply and road access. Negotiations and discussions are ongoing.

Office Carpet

Prices to replace carpet in the office area have been received. The carpet has become a serious tripping hazard and should be replaced as soon as possible.

Aerial Photograph

Taking aerial photographs of the County of Elgin has again been proposed for this year. The County has agreed to purchase these photographs, but do not feel there is any advantage for them, at this time, to purchase the elevation information. The Clerk-Treasurer Administrator recommended that we request the County purchase this information and in turn the lower tier municipalities agree to pay a share of the costs. The cost for elevation information for Dutton/Dunwich would be approximately \$8,000.00.

Recreation Grant

Spriet Associates are completing the final plans for both the pool building and the changes for the Community Centre. Once these plans are finalized, we will be ready to tender these projects.

Financial Report

Council reviewed the financial report dated July 31, 2009.

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

CARRIED

Closed Session

09.13.10 **MOVED by McWilliam and SECONDED by Page THAT the closed session end and the regular session reconvene.**

CARRIED

Council discussed several personnel matters.

PLANNING

J Ashmore Severance Application

Council discussed Severance Application #E52/09.

09.13.11 **MOVED by Fleck and SECONDED by Yokom THAT the Council of the Municipality of Dutton/Dunwich recommends that the County of Elgin Land Division Committee approve Application E52/09 filed by Jacqueline Ashmore, however we request that the following condition be placed on their decision:**

- 1. That the severed portion be amalgamated with the adjoining lot.**

CARRIED

Utility Manager's Report

Utility Manager Bob Leitch attended the meeting. Except for paving, the watermain project on McArthur and Shackleton Streets is completed. Another round of lead testing is required this fall in Dutton/Dunwich and Southwold. Hydrant flushing will commence in September. All will be flushed, pumped if needed, and inspected. The same procedure will be done in Southwold, except all of their hydrants have to be pumped as they are all non-draining units. We currently have 122 hydrants in our system and Southwold have approximately 260. New customers are being added to our system as well as Southwold's.

Road Department Report

Road Superintendent Mike Hull attended the meeting. He reported on his department's activities which includes the following:

- Ditching & berming on Lakeview Line East
- Ditching & berming on Iona Road south of Fingal in conjunction with Southwold Township
- Patching Pioneer Line East
- Cutting roadside grass and weeds
- Cutting grass in town
- Cutting some trees & trimming trees
- Grading new gravel on Walnut Line, Celtic Line West and Silverclay Line West
- Facca started on construction of the new bridge on Celtic Line East. Project going well. The estimated completion of the bridge is mid to late September
- Installed two laneway culverts on Aberdeen Line and one small road culvert on Edinborough line.

Drainage Superintendent's Report

Drainage Superintendent Brent Clutterbuck attended the meeting. Mayor Vowel presented Brent with a letter of congratulations recognizing the Humanitarian Award presented to him by his Alumni Association. Brent reported on municipal drain repairs. The Brown-Iona Road Drain has been completed, with the exception of a riser on the catchbasin.

COMMITTEE REPORTS

Arena Board

No meeting in August to report on.

By-Law Enforcement

Property standards enforcement is ongoing.

Chamber of Commerce

No August meeting to report on.

Community Policing

No meeting to report on.

Economic Development

No updates available.

Emergency Planning Meeting

A training session, sponsored by County of Elgin, has been scheduled for October 6, 2009. Pre-registration is required.

Fire Department

The Chief and Deputy Chief attended the meeting earlier and reported on fire department activities.

Health & Safety

No meeting to report on.

Landfill Site

Nothing to report on.

Lower Thames Valley Conservation Area

Councillor Yokom reported on a tour of the C.M. Conservation Area, which includes the "Safety Village". Accessibility standards were discussed. Tree seedling plantings for 2009 exceeded 3,000,000. Also discussed Bill 150 and its affect on conservation authorities.

Recreation

Pool repairs were discussed and it was decided to drain the pool to accommodate these repairs. The formation of a pool fundraising committee was discussed, and April Kornaker, Angie Smith and Heather Bouw volunteered to sit on this committee. South Dunwich Hall entrance improvements were discussed. The walking path in the Sons of Scotland Park has been completed. Members requested a couples benches be installed along the path. The street dance was a success again this year, and next year's dance has been scheduled for July 17, 2010. Some changes are required to better handle line-ups at the entrance gate and at the bar.

Seniors' Centre

No one attended the meeting.

Trans Canada Trail

No meeting to report on.

Tri-County Water

No meeting to report on.

Building Permits

Council reviewed the building permit applications.

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

John & Sharon Mannering	Sewage System Permit
Evelyn McCaffery	Sewage System Permit
Evelyn McCaffery	New Residence
John & Sue Burdett	Sewage System Permit
Graham Walters	Sewage System Permit
John & Sharon Mannering	New Residence
Arie & Dian Alblas	Addition to Residence
Steven Leitch	Sewage System Permit
Garry Fenn	Plumbing and Structural Repairs
Barbara Lamb	Detached Garage
Archie Leitch	Shed

CARRIED

Tile Drainage Loans

Council reviewed the tile drainage loans.

09.13.13 **MOVED by Page and SECONDED by Yokom THAT the following Tile Drainage Loan Application be accepted subject to financing from the Ministry of Agriculture & Food when work is completed:**

Evan McCallam	Lot 4 Concession 4
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CARRIED

Drain Complaints

Council reviewed the tile drain complaints.

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

Doug Small
Colin McGugan
John McNeil
Art Westerveld

Donald Small Drain
Clark-Gowan Drain
McNeil – Hansen Drain
John Varga Drain

CARRIED

Proposed By-Laws

Council reviewed By-law #2009-50.

- 09.13.15** **MOVED** by Yokom and **SECONDED** by Page **THAT** By-law 2009-50, a by-law to amend by-law 2004-24 as it effects a portion of Lots B & C, Concession 7 be read a first, second and third time and passed.

CARRIED

Council reviewed By-law #2009-51.

- 09.13.16** **MOVED** by Yokom and **SECONDED** by Fleck **THAT** By-law 2009-51, a by-law to amend by-law 2004-24 as it effects a portion of Lot 13, Concession A, provided through the extension of Margaret Street and Nancy Street in the former Village of Dutton be read a first, second and third time and passed.

CARRIED

Council reviewed By-law #2009-53.

- 09.13.17** **MOVED** by Fleck and **SECONDED** by Yokom **THAT** By-law 2009-53, a Tile Drainage Rating by-law be read a first, second and third time and passed.

CARRIED

- 09.13.18** **MOVED** by Fleck and **SECONDED** by Yokom **THAT** the Municipality of Dutton/Dunwich authorize the Clerk Treasurer Administrator to offer to sell Debenture #09-10 in the principle amount of \$27,900.00 to the Treasurer of Ontario as authorized in By-law 2009-53 of the Municipality, the principle amount of this aggregate amount of the individual loans and is no more than 75% of the actual cost.

CARRIED

Council reviewed By-law 2009-55.

- 09.13.19** **MOVED** by Page and **SECONDED** by Yokom **THAT** By-law 2009-55, being a by-law to authorize the Mayor and Clerk Treasurer Administrator to sign an agreement with her Majesty, the Queen, in right of Ontario, as represented by the Minister of Energy and Infrastructure and the Minister of Agriculture, food and Rural Affairs – Infrastructure Stimulus Fund (ISF) be read a first, second and third time and passed.

CARRIED

Council reviewed By-law #2009-54.

- 09.13.20** **MOVED** by Yokom and **SECONDED** by Page **THAT** By-law 2009-54, being a by-law to enter into an agreement to provide for the development of land in the Municipality be read a first, second and third time and passed.

CARRIED

Council reviewed By-law #2009-52.

- 09.13.21** **MOVED** by Yokom and **SECONDED** by Fleck **THAT** By-law 2009-52, being a by-law to enter into an agreement to provide for the development of land in the Municipality be read a first, second and third time and passed.

CARRIED

Council reviewed By-law #2009-48.

- 09.13.22** **MOVED** by Yokom and **SECONDED** by Page **THAT** By-law 2009-48 being a by-law to confirm the proceedings of the Municipal Council of the Corporation of the Municipality of Dutton/Dunwich be read a first, second and third time and passed.

CARRIED

Date for Future Meetings

September 15, 2009 – 3:30 p.m.

October 7, 2009 – 9:00 a.m.

October 21, 2009 – 5:00 p.m.

Adjournment

09.13.23 **MOVED by Page and SECONDED by Yokom THAT the meeting adjourn at 4:00 p.m.**

CARRIED

Mayor

Clerk Treasurer Administrator