

DRAFT COUNTY COUNCIL MINUTES  
Tuesday, June 13, 2017  
*Accessible formats available upon request.*

The Elgin County Council met this day at the Administration Building at 9:00 a.m. with all members present.

Warden Jones in the Chair.

**ADOPTION OF MINUTES**

Moved by Councillor Currie  
Seconded by Councillor Mennill

THAT the minutes of the meeting held on May 9, 2017 be adopted.

- Carried.

**DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF –**  
None.

**DELEGATIONS**

**VON Middlesex-Elgin Current Services**

Julie Simpson, Fund Development Coordinator, VON Middlesex-Elgin with a PowerPoint presentation outlining current services that VON provides and inviting Councillors to participate in the Great Community Run, Walk n' Roll in Mount Brydges on June 25.

Moved by Councillor Marr  
Seconded by Councillor Martyn

THAT the presentation titled "VON Middlesex-Elgin Current Services" from the Fund Development Coordinator, VON Middlesex-Elgin be received and filed.

- Carried.

**Medavie EMS Elgin Ontario 2016 Annual Report and Long-Term Ambulance Service Planning, Operating and Capital 2018 to 2027**

Pauline Meunier, General Manager/Chief, Medavie EMS Elgin Ontario with a PowerPoint presentation outlining its 2016 Annual Report as well as a PowerPoint on Long-Term Service Planning which included a review of the existing long-term capital plan and potential external systems pressures.

Moved by Councillor Jenkins  
Seconded by Councillor Ens

THAT the reports titled "Medavie EMS Elgin Ontario 2016 Annual Report" and "Long-Term Ambulance Service Planning, Operating and Capital 2018 to 2027" from the General Manager/Chief of Medavie EMS Elgin Ontario, be received and filed.

- Carried.

Moved by Councillor Mennill  
Seconded by Councillor Wiehle

THAT we do now move into Committee Of The Whole Council.

- Carried.

**REPORTS****Long-Term Ambulance Service Planning – Senior Financial Analyst**

The analyst presented the report reviewing the existing long-term capital plan for ambulance services.

Moved by Councillor Marr  
Seconded by Councillor Martyn

THAT the changes outlined in the PowerPoint presentation and report titled “Long-Term Ambulance Service Planning” dated June 1, 2017 be included in the 2018 budget deliberations; and,

THAT the use of surplus capital from the 2017 capital budget include the purchase of one ambulance vehicle and computers in the 2018 capital budget; and,

THAT the report titled “Long-Term Ambulance Service Planning” from the Senior Financial Analyst, dated June 1, 2017 be forwarded to the City of St. Thomas for their information.

- Carried.

**Engineering Services for Vienna and Sparta – Deputy Director of Engineering Services**

The deputy director presented the report recommending that Council select Spriet Associates to provide engineering services for Plank Road and Sparta Line/Quaker Road.

Moved by Councillor Currie  
Seconded by Councillor Jenkins

THAT Spriet Associates be selected to provide Engineering Services for Vienna (Plank Road) and Sparta (Sparta Line/Quaker Road), Contract #60901702/04, at a total price of \$356,225.00 plus HST; and,

THAT the Warden and Chief Administrative Officer be authorized to sign the contract.

- Carried.

**Quarterly Information Report – Contract Awards January 1, 2017 to March 31, 2017 – Purchasing Coordinator**

The coordinator presented the report outlining the contract awards over \$15,000 between January 1, 2017 and March 31, 2017 as per Elgin’s Procurement Policy.

Moved by Councillor Mennill  
Seconded by Councillor Currie

THAT the report titled “Quarterly Information Report - Contract Awards, January 1, 2017 to March 31, 2017” from the Purchasing Coordinator, dated May 12, 2017 be received and filed.

- Carried.

**Phone System Replacement – Manager of Information Technology**

The manager presented the report recommending that Council authorize the replacement of the County of Elgin phone system by Kelcom Voice and Data Solutions.

Moved by Councillor Currie  
Seconded by Councillor Martyn

THAT Kelcom Voice & Data Solutions be selected for the County portion of the phone system replacement project at a cost of \$53,653, plus taxes; and,

THAT a contingency fund in the amount of \$10,000 be set aside to address any unforeseen circumstances during the deployment of the new system; and,

THAT the Warden and Chief Administrative Officer be authorized to sign the contract.

- Carried.

### **Ministry of Health Funding Increase for Raw Food 2017 – Senior Financial Analyst**

The analyst presented the report informing Council that the Province of Ontario will be increasing the Raw Food per diem from \$8.33 to \$9.00 on July 1, 2017. This increase will help Elgin to continue to provide quality meals for residents at its long-term care homes.

Moved by Councillor Marr  
Seconded by Councillor Jenkins

THAT the report titled “Ministry of Health Funding Increase for Raw Food 2017” from the Senior Financial Analyst, dated May 11, 2017 be received and filed.

- Carried.

### **Annual Program Therapy Policy and Procedure Review and Revision – Manager of Program and Therapy Services**

The Director of Homes and Seniors Services presented the report recommending that Council approve revisions to the Program and Therapy Policy and Procedure Manual.

Moved by Councillor Mennill  
Seconded by Councillor Currie

THAT Council approve the County of Elgin Homes and Seniors Services review and revisions to the Program and Therapy Policy and Procedure Manual as presented; and,

THAT the report titled “Annual Program and Therapy Policy and Procedure Review and Revision” from the Manager of Program and Therapy Services, dated May 20, 2017, be received and filed.

- Carried.

Council recessed at 9:54 a.m. and reconvened at 10:06 a.m.

### **Accessibility Lift Procedure – Accessibility Coordinator**

The coordinator presented the report recommending that Council approve a procedure for staff to follow when operating the Administration Building Accessibility Lift.

Moved by Councillor Marr  
Seconded by Councillor Ens

THAT the document titled “Accessibility Lift Procedure” be approved by County Council.

- Carried.

### **Accessible Maintenance Procedures – Accessibility Coordinator**

The coordinator presented the report recommending that Council approve the Accessible Maintenance Procedures document as required by The Integrated Accessibility Standards Regulation (O. Reg 191/11).

Moved by Councillor Currie  
Seconded by Councillor Wiehle

THAT the document titled “Accessible Maintenance Procedures” be approved.

- Carried.

**Final Approval Plan of Subdivision Jacklin Farm Phase 2, Central Elgin File No. 34T-CE1401 – Manager of Planning**

The manager presented the report informing Council that final approval has been granted to the Plan of Subdivision Jacklin Farm Phase 2 located in Central Elgin.

Moved by Councillor Marr  
Seconded by Councillor Currie

THAT the report titled “Final Approval for a Plan of Subdivision, Jacklin Farm Phase 2” from the Manager of Planning, dated June 1, 2017 be received and filed.

- Carried.

**Final Approval Plan of Subdivision Talbotville Ridge, Southwold Township File No. 34T-SO1501 – Manager of Planning**

The manager presented the report informing Council that final approval has been granted to the Plan of Subdivision Talbotville Ridge located in Southwold Township.

Moved by Councillor McWilliam  
Seconded by Councillor Mennill

THAT the report titled “Final Approval for a Plan of Subdivision, Talbotville Ridge” from the Manager of Planning, dated June 1, 2017 be received and filed.

- Carried.

**Final Approval Plan of Subdivision Little Creek Phase 4, Central Elgin File No. 34T-CE1601 – Manager of Planning**

The manager presented the report informing Council that final approval has been granted to the Plan of Subdivision Little Creek Phase 4 located in Central Elgin.

Moved by Councillor Marr  
Seconded by Councillor Jenkins

THAT the report titled “Final Approval for a Plan of Subdivision, Little Creek Phase 4” from the Manager of Planning, dated June 1, 2017 be received and filed.

- Carried.

**Part-Time Library Supervisor to Full-Time – Director of Community and Cultural Services**

The director presented the report recommending that Council approve the elevation of the last part-time supervisor position in the Elgin County Library system to full-time to better reflect the full scope of responsibility for the position and to promote consistency in the library’s supervisory complement.

Moved by Councillor Mennill  
Seconded by Councillor Currie

THAT the part-time position of Library Supervisor for Springfield and Belmont branches of the Elgin County Library be increased to full-time status effective as soon as September 1, 2017; and,

THAT the associated annual wage increase be incorporated into 2018 budget deliberations.

- Carried.

**April 2017 Budget Performance – Director of Financial Services**

The director presented the report outlining the April 2017 budget performance with \$147,000 favourable.

Moved by Councillor Jenkins  
Seconded by Councillor Martyn

THAT the report titled "April 2017 Budget Performance" from the Director of Financial Services, dated May 26, 2017 be received and filed.

- Carried.

### **Impact of Fair Housing Plan on Multi-Residential Properties – Director of Financial Services**

The director presented the report recommending that Council adopt By-Law 17-17 to amend By-Law 17-10 adopting a ratio of 1.0 for new multi-residential class as recommended by County treasurers.

Moved by Councillor Currie  
Seconded by Councillor Marr

THAT By-Law 17-17 be passed to Amend By-Law 17-10 being a by-law to provide for the adoption of the 2017 Budget and to establish the 2017 tax ratios and rates.

- Carried.

### **CORRESPONDENCE**

#### **Items for Consideration**

1. Monica L. Hawkins, Clerk, Municipality of East Ferris, seeking support for their resolution regarding the Trudeau Liberals removal of the tax-exempt portion of remuneration paid to local officials from their 2017 Federal Deficit Budget.
2. Frank Fernandez, Stop The Great Lakes Nuclear Dump, encouraging County Council to sign open letter to Minister McKenna, Ministry of Environment & Climate Change opposing Ontario Power Generation's (OPG) plan to construct a nuclear waste repository on the shore of Lake Huron in Kincardine, Ontario.
3. M. Casavecchia-Somers, CAO/Clerk, Township of Malahide, with resolution seeking inclusion of sidewalk maintenance into proposed County Road Maintenance Agreement.
4. Clark Somerville, Federation of Canadian Municipalities (FCM) President, requesting the County of Elgin consider making a donation to the Canadian Red Cross to support flood-affected communities who have experienced spring flooding.
5. Hon. Bill Mauro, Minister of Municipal Affairs, announcing introduction of the proposed Building Better Communities and Conserving Watershed Act, 2017 in the legislature and providing information on how to comment on the proposed bill.
6. The United Counties of Leeds and Grenville, seeking support for their resolution that the Ministry of Transportation of Ontario look at measures to reduce speed and enforce these speed reductions on 400 series highways when severe storm conditions exist.

The following recommendation was adopted in regard to Correspondence Item #1:

Moved by Councillor Mennill  
Seconded by Councillor Jenkins

THAT the Corporation of the County of Elgin support the resolution from the Municipality of East Ferris regarding the Trudeau Liberals' removal of the tax-exempt portion of remuneration paid to local officials from their 2017 Federal Deficit Budget.

- Carried.

The following recommendation was adopted in regard to Correspondence Item #2:

Moved by Councillor Martyn  
Seconded by Councillor Ens

THAT the Corporation of the County of Elgin support the open letter from Stop The Great Lakes Nuclear Dump to Canada's Minister of Environment and Climate Change opposing Ontario Power Generation's proposed Deep Geologic Repository.

- Carried.

The following recommendation was adopted in regard to Correspondence Item #3:

Moved by Councillor Mennill  
Seconded by Councillor Jenkins

THAT Correspondence Item #3 be received and filed.

- Carried.

The following recommendation was adopted in regard to Correspondence Item #4:

Moved by Councillor Currie  
Seconded by Councillor Mennill

THAT Correspondence Item #4 be received and filed.

- Carried.

The following recommendation was adopted in regard to Correspondence Item #5:

Moved by Councillor Mennill  
Seconded by Councillor Marr

THAT Correspondence Item #5 be received and filed.

- Carried.

The following recommendation was adopted in regard to Correspondence Item #6:

Moved by Councillor Mennill  
Seconded by Councillor Martyn

THAT Correspondence Item #6 be received and filed.

- Carried.

#### **Items for Information (Consent Agenda)**

1. Hilary Anderson, VP Corporate Services and CFO, South West Community Care Access Centre, with integration information on the Minister of Health and Long-Term Care's transfer order of all assets, liabilities, rights, obligations and employees of South West Community Care Access Centre (CCAC) to the South West Local Health Integration Network (LHIN) effective May 24th, 2017.
2. Bill Murch, Aylmer Library Expansion Supporters, informing County Council of results of the Aylmer Library petition to locate the new Aylmer Library in the downtown core area.
3. Nancie Irving, CMO, Town of Aylmer, with resolutions from the May 15, 2017 Aylmer Council meeting related to the proposed Aylmer Library.
4. Hon. Bill Mauro, Minister of Municipal Affairs, informing County Council that their ministry will not be moving forward with the proposals requiring regular inspections and pumping out of septic tanks.

5. SWIFT New Release titled “SWIFT launches procurement process with two stage request for pre-qualification (RFPQ).
6. AMO Communications titled “AMO Policy Update – Province Announces Emergency Services Changes Including Dispatch and Fire-Medic Pilots”.
7. Transportation in Elgin County Information Chart for Private and Volunteer Based Transportation.
8. South West Local Health Integration Network (LHIN) seeking candidates to serve on the South West Local Health Integration Network Board of Directors. Deadline to apply June 20, 2017.

Moved by Councillor Currie  
Seconded by Councillor McWilliam

THAT Correspondence Items #1 – 8 be received and filed.

- Carried.

## **OTHER BUSINESS**

### **Statements/Inquiries by Members**

Councillor Marr asked the Director of Engineering Services to look into limited parking signs at Bridge Street and Colborne Street in Port Stanley.

Councillor Marr reminded Council that there would be a dedication for Hofhuis Park on June 24 in Port Stanley. Sylvia Hofhuis had a lengthy political career in Central Elgin and was a past Elgin County Warden. Doctor John Hofhuis served many years as County Coroner.

Councillor McWilliam let Council know that the Dunwich Scotch, a play based on a book by local author and economist John Kenneth Galbraith, would be performed at the Wallacetown Fairgrounds on June 16 and 17. Councillor McWilliam will be playing a role in the performance.

Councillor Wiehle congratulated Southwold Township and County of Elgin staff on the opening of the new Southwold Township Library, Shedden. The new facility is a wonderful addition to the Elgin County Library system.

The Warden thanked Council colleagues and staff for coming out to celebrate the Southwold Township Library, Shedden opening on June 9, 2017.

The Director of Homes and Seniors Services informed Council that an RFP had been issued for Salon Services at Bobier Villa. There was only one respondent and the price suggested was much higher than anticipated; therefore, the RFP has been reissued.

The Director of Homes and Seniors Services also informed Council that the County has received final preliminary plan approval for the redevelopment of Terrace Lodge which gives the architects the approval to move forward with the next steps of the process.

**Notice of Motion** – None.

**Matters of Urgency** – None.

### **Closed Meeting Items**

Moved by Councillor Currie  
Seconded by Councillor Mennill

THAT we do now proceed into closed meeting session in accordance with the Municipal Act to discuss matters under Municipal Act Section 239.2;

(b) personal matters about an identifiable individual, including municipal or local board employees – CAO/Clerk Recruitment Update.

(a) the security of the property of the municipality or local board – Ontario Clean Water Agency – Lease Agreement.

- Carried.

Moved by Councillor Marr  
Seconded by Councillor Currie

THAT we do now rise and report.

- Carried.

Moved by Councillor Marr  
Seconded by Councillor Martyn

THAT the Warden and Chief Administrative Officer be authorized and directed to sign a lease agreement with the Ontario Clean Water Agency for Suite #305 and #370; and,

THAT the lease for Suite #305 commence on August 1, 2017 at a lease rate of \$16.05 per square foot for three months, (\$3,410.63 three month payment), plus the HST, and \$16.35 per square foot (\$13,897.50 annual payment), plus the HST, for year two. The new lease will be for Suites #305 and #370 at a lease rate of \$16.70 per square foot (\$36,406.00 annual payment), plus the HST, for year three, \$17.05 per square foot (\$37,169.00 annual payment), plus the HST, for year four, and \$17.45 per square foot (\$38,041.00 annual payment), plus the HST, for year five; and,

THAT the lease for both suites will expire on October 31, 2021; and,

THAT the suite will require capital improvements with approximate costs of \$7,000.

- Carried.

A confidential update on recruitment for the CAO/Clerk position was presented by the Director of Human Resources.

### **Motion to Adopt Recommendations of the Committee of the Whole**

Moved by Councillor Ens  
Seconded by Councillor Jenkins

THAT we do now adopt recommendations of the Committee Of The Whole.

- Carried.

### **BY-LAWS**

Moved by Councillor Currie  
Seconded by Councillor Wiehle

THAT By-Law No. 17-17 "Being a By-Law to Amend By-Law 17-10 Being a By-Law to Provide for the Adoption of the 2017 Budget of the Corporation of the County of Elgin and to Establish the 2017 Tax Ratios, and to Establish the 2017 Tax Rates for the County Constituent Municipalities" be read a first, second and third time and finally passed.

- Carried.

Moved by Councillor Mennill  
Seconded by Councillor Jenkins

THAT By-Law No. 17-18 "Being a By-Law to Authorize the Warden and Chief Administrative Officer/Clerk to Sign the Standard Elgin County Library Municipal Lease which includes a Repayable Loan involving Southwold Township Library, Shedden" be read a first, second and third time and finally passed.

- Carried.



Moved by Councillor Currie  
Seconded by Councillor Marr

THAT By-Law No. 17-19 "Being a By-Law to Confirm Proceedings of the Municipal Council of the Corporation of the County of Elgin at the June 13, 2017 Meeting" be read a first, second and third time and finally passed.

- Carried.

**ADJOURNMENT**

Moved by Councillor McWilliam  
Seconded by Councillor Mennill

THAT we do now adjourn at 10:59 a.m. and meet again on July 11, 2017 at the County Administration Building Council Chambers at 9:00 a.m.

- Carried.

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Mark McDonald,  
Chief Administrative Officer.

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Grant Jones,  
Warden.