DRAFT COUNTY COUNCIL MINUTES
Tuesday, December 12, 2017
Accessible formats available upon request.

The Elgin County Council met this day at the Administration Building, 450 Sunset Drive, St. Thomas at 7:00 p.m., with all members present except Councillor Currie (regrets).

The Chief Administrative Officer welcomed all in attendance to the Annual Warden's Election, introduced members of Council, and called the meeting to order.

ELECTION OF WARDEN

The Chief Administrative Officer asked that members of Council wishing to run for the Office of Warden to please stand. Councillor Marr offered his candidacy for the position of Elgin County Warden for 2018.

BALLOTING PROCEDURES

The Chief Administrative Officer explained that since the position for Warden remained uncontested, the normal election procedures would be dispensed with, as prescribed by by-law, and that a resolution appointing Councillor Marr to the position of Warden would be in order.

Moved by Councillor Jones
Seconded by Councillor McWilliam

THAT David Marr be appointed as Warden for Elgin County Council for the Year 2018.

- Carried Unanimously.

RESULTS

The Chief Administrative Officer announced that the Warden of Elgin County for 2018 is, Mayor Marr of the Municipality of Central Elgin.

Warden Marr took the Declaration of Office, administered by the Chief Administrative Officer. The Warden left the room, was gowned and re-entered the Council Chambers, where he was officially presented with the Chain of Office, the Lord Elgin Watch, and the Gavel of Office, by Past Warden Grant Jones. Warden Marr delivered his Inaugural Address to Council, thanked his family and friends for their support, and outlined the items of interest and importance for consideration in 2018.

OTHER BUSINESS

Warden Marr invited all those in attendance to the Warden's Reception, following recess, to be held in the County Administration Building lower level.

Moved by Councillor Ens
Seconded by Councillor Wiehle

THAT we do now recess at 7:15 p.m. until Thursday, December 14, 2017 at 9:00 a.m.

- Carried.

DRAFT COUNTY COUNCIL MINUTES
Thursday, December 14, 2017

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

Warden Marr in the Chair.

ADOPTION OF MINUTES

Moved by Councillor Jones
Seconded by Councillor Jenkins

THAT the minutes of the meeting held on November 28, 2017 be adopted.

- Carried.

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

DELEGATIONS

STEGH Presentation to Elgin County Council

Paul Jenkins, Executive Director, St. Thomas Elgin General Hospital Foundation; and Cathy Crane, Chair, St. Thomas Elgin General Hospital Board Governors with a PowerPoint presentation updating Council on fundraising progress to-date, the Great Expansion opening dates, and the unveiling of a new barn quilt display. The presentation also included a summary of the Board of Governors' 2017 activities, and ER and ICU statistics.

Moved by Councillor Mennill
Seconded by Councillor Ens

THAT the presentation titled "STEGH Presentation to Elgin County Council" from the Executive Director of the St. Thomas Elgin General Hospital Foundation; and the Chair of the St. Thomas Elgin General Hospital Board of Governors, dated December 14, 2017, be received and filed.

- Carried.

St. Thomas-Elgin Public Art Centre Annual Report 2017

Laura Woermke, Executive Director, St. Thomas-Elgin Public Art Centre with a presentation summarizing the organization's 2017 exhibitions, educational programming and community partnerships. Councillor Currie congratulated the Art Centre on its successes and thanked Ms. Woermke for her hard work.

Moved by Councillor Jones
Seconded by Councillor Jenkins

THAT the presentation titled "Annual Report 2017" from the Executive Director, St. Thomas-Elgin Public Art Centre, be received and filed.

- Carried.

Moved by Councillor Mennill
Seconded by Councillor Martyn

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

- Carried.

REPORTS

Draft 2018 Committee Appointments – Warden Marr

Warden Marr presented his recommendations for appointments to Boards, Committees and Associations for 2018.

Moved by Councillor Mennill
Seconded by Councillor Wiehle

THAT the appointments to Outside Boards and Committees for 2018 be confirmed as follows:

Dispute Resolution – 3 appointees	Councillor Ens Councillor Jenkins Councillor Wiehle
Elgin County Museum – 1 appointee	Councillor Martyn
Elgin St. Thomas Public Health – 3 appointees	Warden Marr Councillor Currie Councillor Wiehle

Health Recruitment Partnership – 1 appointee	Councillor McWilliam
Human Resources Committee	Councillor Jones Councillor McWilliam Councillor Mennill
Joint Elgin/Central Elgin Accessibility Advisory Committee – 1 appointee	Councillor Martyn
POA Court Facility - 4 appointees	Warden Marr Councillor Ens Councillor Jones Councillor Mennill
Rural Initiatives – 3 appointees	Councillor Ens Councillor Jenkins Councillor McWilliam
Social/Entertainment – 2 appointees	Councillor Jones Councillor McWilliam
St. Thomas-Elgin Public Art Centre – 1 appointee	Councillor Currie
Terrace Lodge Building – 4 appointees	Warden Marr Councillor Currie Councillor Jenkins Councillor Mennill
Waste Management/Liaison	Committee of the Whole Council
Water Advisory Committee – 1 appointee	Councillor Jenkins

- Carried Unanimously.

Elgin County Museum 2017 Annual Report – Councillor Martyn

Mike Baker, Manager of Museum and Archives presented the report updating Council on the activities of the Elgin County Museum in 2017. This included exhibitions, outreach, programs, social media presence and outlook for 2018.

Moved by Councillor Jones
Seconded by Councillor Jenkins

THAT the report titled “Elgin County Museum 2017 Annual Report” from Councillor Martyn, dated December 14, 2017, be received and filed.

- Carried.

2017 Report to Elgin County Council (Town Crier Dave Phillips Record of 2017 Events Attended) – Town Crier Dave Phillips

Council reviewed the 2017 activities of Town Crier Dave Phillips.

Moved by Councillor Ens
Seconded by Councillor McWilliam

THAT the report titled “2017 Report to Elgin County Council (Town Crier Dave Phillips Record of 2017 Events Attended)” from the Town Crier, be received and filed.

- Carried.

Elgincentives 2017 Year End Review – Economic Development Coordinator

The coordinator presented the report updating Council on funding allocated through the Elgincentives Community Improvement Plan in 2017.

Moved by Councillor Martyn
Seconded by Councillor Ens

THAT the report titled “Elgincentives 2017 Year End Review” from the Economic Development Coordinator, dated November 28, 2017, be received and filed.

- Carried.

Bike Share Program – General Manager of Economic Development

The general manager presented the report recommending that Council approve a pilot project for a bike share program to be located in Port Stanley.

Moved by Councillor Martyn
Seconded by Councillor Jones

THAT a two-year bike share program be developed as described in the November 27, 2017, report titled “Bike Share Program”, conditional on the participation by the Municipality of Central Elgin; and,

THAT the RFP be brought back to Council for final approval before implementation; and,

THAT upon confirmation of the Municipality of Central Elgin’s partnership, up to $20,000 for the first year (2018) of the bike share pilot program be funded from the 2017 operating budget surplus; and,

THAT staff report back to County Council with a review of the first year of operations to determine the appropriate budgeted amount for year two (2019) of the pilot program.

- Carried.

Approval for Official Plan Amendment No. 21, 14 Snow St., Vienna, BA-OPA21-17, Adrian Boeder – Manager of Planning

The manager presented the report providing County Council with the information required in order to consider granting approval to the above noted Official Plan Amendment.

Moved by Councillor Jones
Seconded by Councillor Wiehle

THAT the Council of the Corporation of the County of Elgin gives approval to Official Plan Amendment No. 21 to the Municipality of Bayham Official Plan, File No. BA-OPA21-17; and,

THAT staff be directed to provide notice of this decision in accordance with the Planning Act.

- Carried.

Approval for Official Plan Amendment No. 22, 27 Erieus St., Port Burwell, BA-OPA22-17, David & Patricia Mudge – Manager of Planning

The manager presented the report providing County Council with information required in order to consider granting approval to the above noted Official Plan Amendment.

Moved by Councillor Ens
Seconded by Councillor Mennill

THAT the Council of the Corporation of the County of Elgin gives approval to Official Plan Amendment No. 22 to the Municipality of Bayham Official Plan, File No. BA-OPA22-17; and,

THAT staff be directed to provide notice of this decision in accordance with the Planning Act.

- Carried.

Council recessed at 10:22 a.m. and reconvened at 10:30 a.m.

Schedule of Council Meetings for 2018 – Marketing & Communications Coordinator

The coordinator presented the report recommending that Council adopt a schedule of Council meetings for 2018. Council decided to move the January 23, 2018 meeting to January 30, 2018 to accommodate attendance at ROMA.

Moved by Councillor Jones
Seconded by Councillor Mennill

THAT the proposed Schedule of Council Meetings for 2018, as amended, be adopted.

- Carried.

Options for the Position of Deputy Warden – Chief Administrative Officer

The Chief Administrative Officer presented the report outlining possible options for the implementation of a Deputy Warden role.

Moved by Councillor McWilliam
Seconded by Councillor Mennill

THAT staff move forward with Deputy Warden Option 2 that would have both the Warden and the Deputy Warden elected at the inaugural event with the Deputy Warden then moving into the position of Warden in the following year.

- Defeated.

Moved by Councillor Jenkins
Seconded by Councillor Martyn

THAT both a Warden and Deputy Warden be elected every year.

- Defeated.

Moved by Councillor Mennill
Seconded by Councillor Jones

THAT the Chief Administrative Officer be directed to prepare a report with additional alternative options for the position of Deputy Warden.

- Carried.

Closed Meeting Item

Moved by Councillor Jones
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 – Integrity Commissioner, Closed Meeting Investigator and Ombudsman

Moved by Councillor Jenkins
Seconded by Councillor Mennill

THAT we do now rise and report.

- Carried.

Moved by Councillor Mennill
Seconded by Councillor Jenkins

THAT staff proceed as directed and the confidential report regarding the Integrity Commissioner /Closed Meeting Investigator/Ombudsman be received and filed.

- Carried.

Integrity Commissioner, Closed Meeting Investigator, and Ombudsman Position – Chief Administrative Officer

The Chief Administrative Officer presented the report recommending that Council appoint Independent Resolutions Inc. as Integrity Commissioner, Closed Meeting Investigator and Ombudsman for a three-year term ending December 31, 2020.

Moved by Councillor Mennill
Seconded by Councillor Ens

THAT the firm of Independent Resolutions Inc., represented by Mark McDonald be approved by County Council as the Integrity Commissioner, Closed Meeting Investigator and Ombudsman, effective January 1, 2018; and,

THAT a letter be sent to Aird Berlis notifying the firm of the selection decision request that Aird Berlis act as the alternate Integrity Commissioner, Closed Meeting Investigator and Ombudsman, effective January 1, 2018; and,

THAT the Chief Administrative Officer and Warden be authorized to execute the contract with Independent Resolutions Inc. once reviewed by County Solicitor; and,

THAT the necessary By-laws be prepared; and,

THAT the Chief Administrative Officer be directed to formally notify lower-tier municipalities of the County's agreement with Independent Resolutions Inc. and to invite them to also utilize these services.

- Carried.

Elgin County Heritage Centre Hours of Operation and Admission – Director of Community and Cultural Services

The director presented the report recommending that Council approve extended hours of operation for the new Elgin County Heritage Centre. Staff is recommending that evening and Saturday hours be introduced in the new facility on a year-round basis and that admission be free of charge with donations encouraged.

Moved by Councillor Martyn
Seconded by Councillor Ens

THAT the Elgin County Heritage Centre be open to the public free of charge with donations encouraged on Tuesdays, Wednesdays and Thursdays from 11:00 am to 7:00 pm and Fridays and Saturdays from 10:00 am to 4:00 pm subject to statutory holiday considerations; and,

THAT a review of the recommendations in the report titled "Elgin County Heritage Centre Hours of Operation and Admission" from the Director of Community and Cultural Services dated November 23, 2017 be received by County Council before the end of February 2019; and,

THAT staff investigate the cost implications of being open on statutory holiday Mondays.

- Carried.

Completion of County Website Upgrades – Director of Community and Cultural Services

The director presented the report informing Council that upgrades to the County's website are now complete. Curtis vanKasteren, developer of the website, provided a short demonstration.

Moved by Councillor Jenkins
Seconded by Councillor Jones

THAT the report titled "Completion of County Website Upgrades" from the Director of Community and Cultural Services dated, November 24, 2017 be received and filed.

- Carried.

Sunset Road – No Parking By-Law Amendment – Acting Director of Engineering Services

The director presented the report seeking Council's approval to amend the No Parking By-Law in order to restrict parking along a portion of Sunset Drive.

Moved by Councillor Mennill
Seconded by Councillor Jenkins

THAT the report titled "Sunset Road – No Parking By-Law Amendment", from the Acting Director of Engineering Services be deferred.

- Carried.

County Road Maintenance Agreement – Acting Director of Engineering Services

The director presented the report seeking Council's approval to circulate an updated Road Maintenance agreement to Elgin's municipal partners for execution.

Moved by Councillor Mennill
Seconded by Councillor Jenkins

THAT the redrafted County Road Maintenance Agreement be approved; and,

THAT the agreements be circulated to each municipality for their approval and execution.

- Carried.

Homes – Nursing (Sections N – Z) Policy Manual Review and Revisions – Director of Homes and Seniors Services

The director presented the report recommending that Council approve policy manual revisions to Nursing Sections N - Z.

Moved by Councillor Jones
Seconded by Councillor Martyn

THAT Council approve the County of Elgin Homes and Seniors Services Policy Manual review and revisions for Nursing Sections N - Z effective December 14, 2017.

- Carried.

Homes – Mobile Optometry Services – Director of Homes and Seniors Services

The director presented the report recommending Council approve a contract for the provision of mobile optometry services to residents in the homes as an enhanced service which will benefit residents from an accessibility and visual health perspective.

Moved by Councillor Ens
Seconded by Councillor Wiehle

THAT the contract for mobile optometry service be awarded to Multi-Gen Health Care for a three year term with the option to extend for two additional one year terms; and,

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

- Carried.

October 2017 Budget Performance – Director of Financial Services

The director presented the report outlining the budget comparison for October 2017 with a performance for the month of $121,000 favourable.

Moved by Councillor Jenkins
Seconded by Councillor Jones

THAT the report titled “October 2017 Budget Performance” from the Director of Financial Services, dated November 27, 2017 be received and filed.

- Carried.

Borrowing By-Law – Director of Financial Services

The director presented the report seeking Council’s approval to prepare a by-law allowing the Warden and Treasurer to borrow up to $15 million for cash flow and emergency purposes.

Moved by Councillor Mennill
Seconded by Councillor Jenkins

THAT up to $15 million of borrowing in 2018 be authorized through the necessary by-law.

- Carried.

POA Court Facilities – Director of Financial Services

The POA Supervisor, Director of Financial Services, and the Ventin Group Ltd. presented the report outlining the preliminary drawings and cost estimates for a new POA facility.

Moved by Councillor Jones
Seconded by Councillor Mennill

THAT $481,000 be added to the Provincial Offences Act (POA) Facilities project for Council deliberation as part of the 2018 Capital Budget process; and,

THAT the Warden and Chief Administrative Officer be authorized to sign an amended contract with +VG Architects (The Ventin Group Ltd.) as the prime architect for the Provincial Offences Act (POA) Facilities project for design, engineering, tendering and contract administration services at a total fee of 7.7% of total project costs or an upset limit of $244,000, plus HST; and,

THAT a Request for Pre-Qualification be issued for Construction Contractors for the Provincial Offences Act (POA) Facilities.

- Carried.

CORRESPONDENCE

Items for Information

1. Kelly Gillis, Interim Co-Chief Executive Officer, South West LHIN advising of:
   a) Elgin Manor 2018 Short Stay Bed(s) Approval effective Jan. 1, 2018 – Dec. 31, 2018
   b) Bobier Villa 2018 Short Stay Bed(s) Approval effective Jan. 1, 2018 – Dec. 31, 2018
   c) Terrace Lodge 2018 Short Stay Bed(s) Approval effective Jan. 1, 2018 – Dec. 31, 2018

2. Dan Mathieson, Chair, MPAC Board of Directors advising of approval of the 2018 budget and municipal levy.

Moved by Councillor Jenkins
Seconded by Councillor Mennill

THAT Correspondence Items #1 & 2 be received and filed.

- Carried.

OTHER BUSINESS

Statements/Inquiries by Members – None.

Notice of Motion – None.

Matters of Urgency – None.

Closed Meeting Items (continued)

Moved by Councillor Ens
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;

(d) labour relations or employee negotiations – Intergovernmental Partnership Agreement

(b) personal matters about an identifiable individual, including municipal or local board employees – Organizational Update

- Carried.

Moved by Councillor Jones
Seconded by Councillor McWilliam

THAT we do now rise and report.

- Carried.

Moved by Councillor Martyn
Seconded by Councillor Ens

THAT the confidential report from Councillor Wiehle regarding an Intergovernmental Partnership Agreement be received and filed.

- Carried.

Moved by Councillor Mennill
Seconded by Councillor Jones

THAT the confidential organizational updated be received and filed and that staff proceed as directed.

- Carried.

Motion to Adopt Recommendations of the Committee of the Whole

Moved by Councillor McWilliam
Seconded by Councillor Jenkins

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

- Carried.

BY-LAWS

Moved by Councillor Jones
Seconded by Councillor Wiehle

THAT By-Law No. 17-41 “Being a By-Law to Authorize the Warden and the Treasurer to Borrow up to the Sum of Fifteen Million Dollars” be read a first, second and third time and finally passed.

- Carried.

Moved by Councillor Mennill
Seconded by Councillor Jenkins

THAT By-Law No. 17-42 “Being By-Law to Appoint Independent Resolutions Inc. as the Integrity Commissioner, Closed Meeting Investigator and Ombudsman for the County of Elgin Pursuant to Sections 8, 9, 10, 11, 223.3, 223.13 and 239.2 of the Municipal Act, 2001, s.o. 2001, c.25, as amended” be read a first, second and third time and finally passed.

- Carried.

Moved by Councillor Martyn
Seconded by Councillor Jenkins

THAT By-Law No. 17-43 “Being a By-Law to Confirm Proceedings of the Municipal Council of the Corporation of the County of Elgin at the December 12 and 14, 2017 Meetings” be read a first, second and third time and finally passed.

- Carried.

ADJOURNMENT

Moved by Councillor McWilliam
Seconded by Councillor Wiehle

THAT we do now adjourn at 1:25 p.m. and meet again on January 9, 2018 at the County Administration Building Council Chambers at 9:00 a.m.

- Carried.

LONG SERVICE AWARDS

Following adjournment, council recognized the following recipients with Long Service Awards, as presented by Warden Marr and Councillor Jones during a luncheon celebration;

ELGIN MANOR	Carolyn Howey	35 years
	Michele Harris	25 years
	Michael Dunn	15 years
	Judy Finnigan	15 years
	April Orr	15 years
TERRACE LODGE	Mary Jenken	40 years
	Marjorie Ford	20 years
	Marion Niessen	15 years
COMMUNITY & CULTURAL SERVICES	Emily Finch	30 years
	Deanna Hindley	30 years
	Susan Morrell	30 years
	Rhonda Brindley	15 years
	Gina Dewaele	15 years
	Doug MacAulay	15 years
FINANCIAL SERVICES	Lisa Czupryna	15 years
	Jennifer Ford	15 years
HUMAN RESOURCES	Heather Rosevear	15 years
	Tanya Tilton-Reid	15 years

Julie Gonyou,
Chief Administrative Officer.

Dave Marr,
Warden.