

DRAFT COUNTY COUNCIL MINUTES
Tuesday, October 16, 2018
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 except Councillor Currie (regrets).

Warden Marr in the Chair.

ADOPTION OF MINUTES

Moved by Councillor Ens
Seconded by Councillor Jenkins

THAT the minutes of the meeting held on September 25, 2018 be adopted.

- Carried.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

– None.

PRESENTATION

Presentation to Retired Councillors

The Warden presented a gift to retiring Councillors Ens. Councillor Ens, Mayor of Bayham will not be seeking re-election. Councillor Ens has served two terms on Elgin County Council after he was elected Mayor of the Municipality of Bayham in 2010 and then re-elected in 2014. He served as Elgin County Warden in 2015. Councillor Ens has generously provided his time to several different committees during his tenure on Council including the Dispute Resolution Committee, the Rural Initiatives Committee, the SCOR Committee, the Tillsonburg District Memorial Hospital Committee, the Social Entertainment Committee and the Provincial Offences Court Facility Building Committee. Warden Marr thanked him for his service over the past 8 years. Councillor Ens' attention to detail and responsible approach to decision-making have made him a valuable asset to our team these past two terms.

Councillor Currie, Mayor of Aylmer will also be retiring after this term. Councillor Currie was unable to attend the October 16 meeting and therefore a presentation will take place at a later date.

2018 Marketing Canada Award

The Warden presented a 2018 Marketing Canada Award from the Economic Developers Association of Canada (EDAC) to Alan Smith, General Manager of Economic Development and to County Council. This award was presented for the Elgin County Lakeshore Brochure designed by Economic Development and Tourism for the 2018 summer season.

Moved by Councillor Wiehle
Seconded by Councillor Mennill

THAT we do now move into Committee of the Whole Council.

- Carried.

REPORTS

Additional Long-Term Care Beds – Warden Marr

The Warden presented the report seeking Council's approval to direct staff to prepare a report investigating whether requesting additional beds from the Ministry of Health and Long-Term Care for Elgin County's long-term care homes is practical, and sustainable.

Moved by Councillor Mennill
Seconded by Councillor McWilliam

THAT the report titled "Additional Long-Term Care Home Beds" from Warden Marr, dated October 10, 2018, be received and filed; and,

THAT County Council direct the Chief Administrative Officer, Director of Homes and Seniors Services and Director of Financial Services to complete a report noting the benefits, challenges and costs associated with a request for additional LTC beds in Elgin County for consideration at the November 27, 2018 meeting and for future consideration by the next term of County Council.

- Carried.

2018 Events Calendar – Senior Financial Analyst and ECUWSEC Chair

The ECUWSEC Chair presented the report summarizing the internal fundraising activities and other social events planned by the Elgin County United Way and Special Events Committee (ECUWSEC) for the 2018 calendar year.

Moved by Councillor Ens
Seconded by Councillor Jenkins

THAT Council receive and file the Elgin County United Way and Special Events Committee's 2018 Events Calendar as presented in this report.

- Carried.

Draft Approval for a Plan of Subdivision, Kemsley Farm, Municipality of Central Elgin, Owner, Doug Terry Ltd. File No. 34T-CE1702 – Manager of Planning

The manager presented the report providing County Council with information required in order to consider granting draft plan approval to the above noted plan of subdivision in the Municipality of Central Elgin.

Moved by Councillor Jones
Seconded by Councillor Ens

THAT the Council of the Corporation of the County of Elgin grants draft plan approval to Doug Tarry Ltd. Draft Plan of Subdivision (Kemsley Farm Subdivision) in the Municipality of Central Elgin (Norman Lyndale) File No. 34T-CE1702; and,

THAT staff be directed to provide notice of this decision subject to the conditions for final approval in accordance with the Planning Act.

- Carried.

Attending Physician Agreement – Terrace Lodge – Director of Homes and Seniors Services

The director presented the report recommending a one (1) year renewal agreement, with no revisions, for the attending physician agreement with Dr. Elsie Osagie.

Moved by Councillor McWilliam
Seconded by Councillor Mennill

THAT Council authorize staff to sign the one (1) year attending physician agreement from October 28, 2018 to October 27, 2019 with Dr. Elsie Osagie for the provision of medical services to residents of Terrace Lodge.

- Carried.

Illuminated Ground Signs – Contract Award – Director of Homes and Seniors Services

The director presented the report recommending that Council award the contract for illuminated ground signs at Bobier Villa and Elgin Manor to Excellent Signs and Displays.

Moved by Councillor Martyn

Seconded by Councillor Jones

THAT Excellent Signs and Displays be selected as the supplier of new Illuminated Ground Signs for Bobier Villa and Elgin Manor at a total cost of \$52,264 plus HST.

- Carried.

Homes – Program and Therapy Services Policy and Procedure Manual Review and Revisions – Director of Homes and Seniors Services

The director presented the report seeking Council's approval of revisions to the Homes Program and Therapy Services Policy and Procedure Manual. As per the Long-Term Care Homes Act (LTCHA), 2007, policies and procedures are to be reviewed annually. This ensures inclusion of Best Practice, health and safety requirements and aligns with the LTCHA and Regulations.

Moved by Councillor Wiehle
Seconded by Councillor Mennill

THAT Council approve the County of Elgin Homes and Seniors Services Program and Therapy Services Policy Manual review and revisions for 2018; and,

THAT the report titled "Homes – Program and Therapy Services Policy and Procedure Manual Review and Revisions" from the Director of Homes and Seniors Services, dated October 4, 2018, be received and filed.

- Carried.

Federal Gas Tax – Director of Financial Services

The director presented the report summarizing changes to Elgin County's Federal Gas Tax allocation as adjusted every five years based on the latest census data.

Moved by Councillor Jenkins
Seconded by Councillor Jones

THAT the report titled "Federal Gas Tax" from the Director of Financial Services, dated October 9, 2018, be received and filed.

- Carried.

Port Bruce Bridge Replacement – Engineering Services RFP – Deputy Director of Engineering Services

The deputy director presented the report seeking Council's approval of a draft Request for Proposal (RFP) for the procurement of engineering services to complete the planning, design and project management of the Imperial Road Bridge in Port Bruce.

Moved by Councillor Mennill
Seconded by Councillor Ens

THAT staff advertise the attached Request for Proposal following the County's Procurement Policy to procure Engineering Services for the replacement of the collapsed Port Bruce Bridge; and,

THAT staff report to back to County Council, recommending a successful bidder.

- Carried.

Resident Complaint – Ditch Maintenance along Talbot Line, Southwold – Chief Administrative Officer

The Chief Administrative Officer presented the report informing County Council the concerns relayed by two residents of Southwold Township regarding ditch maintenance along Talbot Line and the actions taken regarding these complaints.

Moved by Councillor Jones
Seconded by Councillor McWilliam

THAT the report titled "Resident Complaint – Ditch Maintenance along Talbot Line, Southwold" from the Chief Administrative Officer and Deputy Director of Engineering Services, dated October 8, 2018, be received and filed.

- Carried.

Contract Cleaning Services – Tender Award – Chief Administrative Officer

The Chief Administrative Officer/Clerk presented the report seeking Council's approval to award the contract for Cleaning Services at the Elgin County Administration Building to Serv-U-Clean.

Moved by Councillor Jenkins
Seconded by Councillor Mennill

THAT Serv-U-Clean be selected for the Contract Cleaning Services Tender, Contract No. 2018-25 at a total price of \$163,029.48 exclusive of H.S.T for a two (2) year term effective November 1, 2018 to October 31, 2020; and,

THAT staff be authorized to extend the contract with Serv-U-Clean for a further three years effective November 1, 2020 to October 31, 2023 subject to successful delivery of services and favourable rate negotiations for the three year extension; and,

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

- Carried.

Ambulance Vehicle Replacement – Chief Administrative Officer

The Chief Administrative Officer/Clerk presented the report recommending that Council award the contract for supply and delivery of two replacement ambulances (as budgeted for in the 2018 Capital Plan) be awarded to Crestline Coach Limited.

Moved by Councillor Jones
Seconded by Councillor Jenkins

THAT the contract for the Supply and Delivery of Type III Ambulances (RFP# 2018-24) be awarded to Crestline Coach Limited; and,

THAT two ambulances be purchased in 2018 at their quoted price of \$331,652, exclusive of taxes, which was approved in the 2018 Capital Budget; and,

THAT staff be authorized to purchase two ambulances in 2019 and two ambulances in 2020 from Crestline Coach Ltd., using firm pricing obtained in this contract, all subject to capital budget approval and sufficient funding; and,

THAT two ambulances each be declared surplus in 2018, 2019 and 2020 and be disposed of using the Asset Disposal Policy; and,

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

- Carried.

Legalization of Recreational Cannabis – Chief Administrative Officer

The Chief Administrative Officer presented the report providing County Council with an update on the Government of Ontario's recent changes to Bill 174 – the Cannabis, Smoke-Free Ontario and Road Safety Statute Law Amendment Act, 2017 and Bill 36 - Cannabis Statute Law Amendment Act, 2018. The report summarized a brief recently distributed by the Association of Municipalities of Ontario ("AMO") and other information gained through municipal discussions with partner agencies.

Moved by Councillor Mennill

Seconded by Councillor Ens

THAT the report titled “Legalization of Recreational Cannabis – Update” from the Chief Administrative officer, dated October 8, 2018, be received and filed.

- Carried.

Review of Land Division By-law 15-03 – Chief Administrative Officer

The Chief Administrative Officer presented the report seeking Council’s direction regarding amendments to Land Division By-Law 15-03 as it relates to per diem for Land Division members.

Moved by Councillor Ens
Seconded by Councillor Mennill

THAT the report titled “Review of Land Division By-law 15-03” from the Chief Administrative Officer and Manager of Planning, dated October 8, 2018, be received and filed; and,

THAT staff be directed to undertake any amendments to this by-law and other relevant by-laws as directed by County Council for review and approval at the November 27, 2018 meeting.

- Carried.

Review of Land Division Procedural By-law 05-24 – Chief Administrative Officer

The Chief Administrative Officer presented the report recommending that Council approve changes to Land Division By-law 05-24 to incorporate changes to the Committee’s composition approved in 2014 and the changes from the Ontario Municipal Board (OMB) to the Local Planning Appeal Tribunal (LPAT) as recently changed by the province.

Moved by Councillor Martyn
Seconded by Councillor Jones

THAT the report titled “Review of Land Division Procedural By-law 05-24” from the Chief Administrative Officer and Manager of Planning, dated October 8, 2018, be received and filed; and,

THAT changes to By-law 18-36 “A By-Law to Prescribe Procedures for Governing the Calling, Place and Procedures of the Elgin County Land Division Committee” be approved and that said by-law be enacted.

- Carried.

Final Draft of Elgin County Council Procedural By-law – Chief Administrative Officer/Clerk

The Chief Administrative Officer/Clerk presented the report recommending that Council approve and enact the final draft of the revised Elgin County Council Procedural By-law.

Moved by Councillor Mennill
Seconded by Councillor Wiehle

THAT the report titled “Final Draft of Elgin County Council’s Procedural By-law” from the Chief Administrative Officer/Clerk, dated September 29, 2018, be received and filed; and,

THAT the “Elgin County Council Procedural By-law” as presented be amended and brought back to the November 27, 2018 Council meeting for approval.

- Carried.

Elgin County Council Policies Manual – Chief Administrative Officer/Clerk

The Chief Administrative Officer presented the report recommending that Council approve the revisions to the Elgin County Council Policies Manual.

Moved by Councillor Jones

Seconded by Councillor Ens

THAT the report titled "Elgin County Council's Policies Manual" from the Chief Administrative Officer, dated September 29, 2018, be received and filed; and,

THAT the "Elgin County Council Policies Manual" be approved as presented.

- Carried.

CORRESPONDENCE

Items for Information (Consent Agenda)

1. Meredith Tutching, Director, Forest of Reading, Ontario Library Association acknowledging their appreciation for County Library staff employee, Leah Ede-Pisano's dedication and work with the Forest of Reading Programs.

Moved by Councillor Jones

Seconded by Councillor Martyn

THAT Correspondence Items #1 be received and filed.

- Carried.

Council directed staff to provide a certificate of congratulations on behalf of Elgin County to Leah Ede-Pisano for her work with the Forest of Reading Programs.

Council recessed at 10:03 a.m. and reconvened at 10:16 a.m.

OTHER BUSINESS

Statements/Inquiries by Members

The Warden requested Council's permission to write a letter to the province about the timing of the announcement of grants. The County is appreciative of grants it has received over the years from the provincial government; however, when grant amounts are publicly announced before tenders are awarded, construction costs tend to go up as it is public knowledge that grant money is funding the project. The Warden will request that the province forego announcing grant amounts until tenders have been awarded.

Notice of Motion – None.

Matters of Urgency – None.

Closed Meeting Items

Moved by Councillor Ens

Seconded by Councillor Jenkins

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

In-Camera Item #1

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Termination of Road Allowance Agreement.

In-Camera Item #2

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Litigation.

In-Camera Item #3

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

- Carried.

Moved by Councillor Jenkins
Seconded by Councillor Jones

THAT we do now rise and report.

- Carried.

In-Camera Item #1

Moved by Councillor Martyn
Seconded by Councillor Wiehle

THAT staff proceed as directed.

- Carried.

In-Camera Item #2

Moved by Councillor Jenkins
Seconded by Councillor Ens

THAT staff proceed as directed

- Carried.

In-Camera Item #3

Moved by Councillor Mennill
Seconded by Councillor Jones

THAT staff proceed as directed.

- Carried.

Motion to Adopt Recommendations of the Committee of the Whole

Moved by Councillor Martyn
Seconded by Councillor Jones

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

- Carried.

BY-LAWS

Moved by Councillor Jenkins
Seconded by Councillor Mennill

THAT By-law No. 18-35 “A By-law to Prescribe Procedures for Governing the Calling, Place and Proceedings of the Elgin County Land Division Committee” be read a first, second and third time and finally passed.

- Carried.

Moved by Councillor Ens
Seconded by Councillor Jones

THAT By-law No. 18-36 “Being a By-law to Confirm Proceedings of the Municipal Council of the Corporation of the County of Elgin at the October 16, 2018 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 12:31 p.m. to meet again on November 27, 2018 at the County Administration Building Council Chambers at 9:00 a.m.

- Carried.

Julie Gonyou,
Chief Administrative Officer.

David Marr,
Warden.