

DRAFT COUNTY COUNCIL MINUTES  
Tuesday, September 25, 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.

Warden Marr in the Chair.

**ADOPTION OF MINUTES**

Moved by Councillor Ens  
Seconded by Councillor Martyn

THAT the minutes of the meeting held on September 11, 2018 be adopted.

- Carried.

**DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

– None.

**DELEGATION**

**Port Stanley Fire Hall Construction – Relief of County of Elgin Roads Plan and Policy – February 2009**

Lloyd Perrin, Director of Physical Services with PowerPoint presentation informing County Council of the Municipality of Central Elgin's intentions to build a new Port Stanley Fire Hall on land acquired by the municipality at the intersection of Sunset Road and East Road and requesting permission to construct this Fire Hall with a setback of 21 meters from the centerline of Sunset Road instead of the 26 meters indicated in the County of Elgin Road Policy due to constraints of the site.

Moved by Councillor Wiehle  
Seconded by Councillor Mennill

THAT the PowerPoint presentation titled "Port Stanley Fire Hall Construction – Relief of County of Elgin Roads Plan and Policy – February 2009" from the Municipality of Central Elgin be received and filed.

- Carried.

Moved by Councillor Mennill  
Seconded by Councillor Jones

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

- Carried.

**REPORTS**

**Annual Warden's Dinner – Councillors Grant Jones and Cameron McWilliam**

Councillors Jones and McWilliam presented the report reminding Council that the Annual Warden's Dinner will be held on November 23, 2018 at the Masonic Centre in Central Elgin. The report also outlined a program for the evening.

Moved by Councillor Jenkins  
Seconded by Councillor Ens

THAT the report titled "Annual Warden's Dinner" from Councillors Jones and McWilliam, dated September 14, 2018 be received and filed.

- Carried.

**Rural Economic Development Program (RED) Work In Elgin Application Summary – Economic Development**

Economic Development presented the report seeking Council's authorization to apply to the *Rural Economic Development (RED)* program for funding to develop a Work In Elgin website that would allow businesses to post jobs and serve as a centralized location in Elgin for all job postings.

Moved by Councillor Jones  
Seconded by Councillor McWilliam

THAT Elgin County Council authorize staff to apply for Ontario Ministry of Agriculture, Food and Rural Affairs' *Rural Economic Development (RED)* program funding to undertake a Work In Elgin program; and,

THAT the upset limit for the cost of this project be \$20,000; and,

THAT Council approve, in principle, the funding of the 50% balance of this project at a limit of \$10,000, to be formally considered during the 2019 budget deliberations; and,

THAT final approval of these funds be at the discretion of the incoming Council.

- Carried.

**Rural Economic Development Program (RED) Transportation Application Summary – Marketing & Communications Coordinator**

The coordinator presented the report seeking Council's authorization to apply for *Rural Economic Development (RED)* funding from OMAFRA to undertake a comprehensive transportation study and plan for Elgin County.

Moved by Councillor Mennill  
Seconded by Councillor Jones

THAT Elgin County Council authorize staff to apply for Ontario Ministry of Agriculture, Food and Rural Affairs' *Rural Economic Development (RED)* program funding to undertake a two-part transportation service design study/implementation plan; and,

THAT the upset limit for the cost of this study be \$100,000; and,

THAT Council approve, in principle, the funding of the 50% balance of this project at a limit of \$50,000, to be formally considered during the 2019 budget deliberations; and,

THAT final approval of these funds be at the discretion of the incoming Council.

- Carried.

**Port Stanley Fire Station - Reduced Minor Arterial Road Setback – Director of Engineering Services**

The director presented the report discussing the merits of the Municipality of Central Elgin's proposed Fire Station on Sunset Road in Port Stanley and the proposed reduced setback for the building's location.

Moved by Councillor Jones  
Seconded by Councillor Currie

THAT the report titled "Port Stanley Fire Station - Reduced Minor Arterial Road Setback" from the Director of Engineering Services, dated September 18, 2018, be received and filed; and,

THAT County Council approve the use of a reduced setback for the construction of a new Fire Station at 4980 Sunset Road in the Village of Port Stanley in the Municipality of Central Elgin; and,

THAT staff evaluate and review all aspects of the 2009 County Roads Setback Policy to be considered by Council at a future meeting.

- Carried.

### **Traffic Studies – A Cost Sharing Proposal – Director of Engineering Services**

The director presented a proposal for cost sharing traffic studies on Elgin County Roads with Elgin's Partner Municipalities.

Moved by Councillor Jones  
Seconded by Councillor Mennill

THAT the report titled "Traffic Studies - A Cost Sharing Proposal" from the Director of Engineering Services, dated September 18, 2018, be received and filed; and,

THAT the role of the Ministry of Transportation be included in future traffic studies where applicable; and,

THAT the report be circulated to Elgin's partner municipalities.

- Carried.

### **Centennial Avenue - Speeding Concerns – Director of Engineering Services**

The director presented the report outlining the review undertaken by Elgin County, the Ministry of Transportation and the proposed improvements that will be implemented this fall in the general vicinity of Centennial Avenue and Highway 3 by both organizations.

Moved by Councillor Jenkins  
Seconded by Councillor Martyn

THAT the report titled "Centennial Avenue – Speeding Concerns" from the Director of Engineering Services, dated September 18, 2018, be received and filed; and,

THAT the Director of Engineering Services write to the Ministry of Transportation Traffic Section Western confirming our agreement to the proposed speed reduction on the province's portion of Highway 3 - Centennial Avenue north of the Highway 3 Talbot Line intersection.

- Carried.

### **No Parking By-law Amendment – Whittaker Road, Springfield – Deputy Director of Engineering Services**

The director presented the report recommending that Council approve an amendment to the No-Parking By-law to prohibit parking along the east side of Whittaker Road (County Road #49) in Springfield in response to a request from the Township of Malahide.

Moved by Councillor Mennill  
Seconded by Councillor Jenkins

THAT the existing No Parking By-law be amended to include Whittaker Road (County Road #49), from 130m north of the north property line of Nelson Street for a distance of 395m northerly; and,

THAT the Township of Malahide be requested to install the signage; and,

THAT the Ontario Provincial Police be notified of this new no parking zone.

- Carried.

### **Accessibility Update – Accessibility Coordinator**

The coordinator presented the report to Council highlighting the County's accessibility initiatives and providing an update on compliance actions related to the Integrated Accessibility Standards Regulation (IASR) (O.Reg191/11).

Moved by Councillor Martyn  
Seconded by Councillor Jones

THAT the report titled "Accessibility Update" from the Accessibility Coordinator, dated September 18, 2018, be received and filed.

- Carried.

Council recessed at 10:02 a.m. and reconvened at 10:14 a.m.

**2019 Employee Benefits Renewal Forecast – Director of Human Resources**

The director presented the report providing a forecast of 2019 benefits renewal rates.

Moved by Councillor Jones  
Seconded by Councillor Jenkins

THAT the report titled "2019 Employee Benefits Renewal Forecast" from the Director of Human Resources, dated September 13, 2018, be received and filed.

- Carried.

**Review of Legislative Changes – Bill 68 – Modernizing Ontario's Municipal Legislation Act, 2017 and Municipal Conflict of Interest Act, 1990 – Chief Administrative Officer/Clerk**

The Chief Administrative Officer/Clerk presented the report providing background information regarding legislative changes that form the basis of updates to County policies and by-laws to ensure compliance going forward.

Moved by Councillor Ens  
Seconded by Councillor McWilliam

THAT the report titled "Review of Legislative Changes – Bill 68 – Modernizing Ontario's Municipal Legislation Act, 2017 and Municipal Conflict of Interest Act, 1990" from the Chief Administrative Officer/Clerk, dated September 17, 2018, be received and filed.

- Carried.

**Proposed Amendments to Elgin County Council's Procedural By-law – Chief Administrative Officer/Clerk**

The Chief Administrative Officer/Clerk presented the report summarizing proposed changes and updates to the County of Elgin's Procedural By-law and seeking direction from County Council regarding any additional changes.

Moved by Councillor Wiehle  
Seconded by Councillor Jones

THAT the report titled "Proposed Amendments to Elgin County Council's Procedural By-law" from the Chief Administrative Officer/Clerk, dated September 12, 2018, be received and filed; and,

THAT the Chief Administrative Officer/Clerk be directed to incorporate any direction provided by Council as revisions to the draft procedural by-law; and,

THAT the Chief Administrative Officer/Clerk be directed to provide a final draft procedural by-law for consideration at the October 16, 2018 meeting of County Council for approval and enactment.

- Carried.

Council recessed at 11:34 a.m. and reconvened at 11:37 a.m.

**Proposed Amendments to Elgin County Council's Policies Manual – Chief Administrative Officer/Clerk**

The Chief Administrative Officer presented the report proposing updates and changes to County Council's policy manual and seeking input from Council regarding these changes.

Moved by Councillor Wiehle  
Seconded by Councillor Martyn

THAT the report titled "Proposed Amendments to Elgin County Council's Policies Manual" from the Chief Administrative Officer/Clerk, dated September 15, 2018, be received and filed; and,

THAT the Chief Administrative Officer/Clerk be directed to incorporate any direction provided by Council as revisions to the Draft Council Policies Manual; and,

THAT the Chief Administrative Officer/Clerk be directed to provide a final draft Policies Manual for Council review and approval at the October 16, 2018 meeting.

- Carried.

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

1. United Way Elgin Middlesex Thank you to County of Elgin.
2. Ross Whalls, informing County Council of his correspondence to Central Elgin re: his concerns for traffic flow on George St., Port Stanley when the Wastell Homes development goes ahead.
3. Secretary/Administrator, Elgin Group Police Services Board informing County Council of Police Services Board response to Donna and Norm Vick re: their concerns in regard to the speed of motorists on Centennial Avenue (Elgin Road 28).
4. Chief Administrative Officer, County of Elgin with PowerPoint presentation to Township of Malahide Council on September 20, 2018 titled "Terrace Lodge Redevelopment – A Look Forward."

Moved by Councillor Jones  
Seconded by Councillor Mennill

THAT Correspondence Items #1 - 4 be received and filed.

- Carried.

**OTHER BUSINESS****Statements/Inquiries by Members**

Warden Marr informed Council that he had received correspondence from Dave Mayberry at the WOWC regarding the SWIFT Project. The province has requested a third party review of the SWIFT business plan and has been asked to resubmit a revised business case by October 12, 2018. Elgin has been asked for its support of SWIFT.

Moved by Councillor Jones  
Seconded by Councillor Wiehle

THAT the County of Elgin advocate directly for rural broadband by organizing a meeting with Ministers McNaughton and Yurek.

- Carried.

Councillor Mennill thanked the Chief Administrative Officer and the Director of Homes and Seniors Services for presenting to Malahide Township Council on the Terrace Lodge

Redevelopment project. This presentation made the County's position clear and cleared up rumours circulating in the community.

**Notice of Motion** – None.

**Matters of Urgency** – None.

**Closed Meeting Items**

Moved by Councillor Jenkins  
Seconded by Councillor Wiehle

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**

(a) the security of the property of the municipality or local board – Two Lease Extensions.

**In-Camera Item #2**

(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; (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – Port Bruce Bridge.

**In-Camera Item #3**

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

**In-Camera Item #4**

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

**In-Camera Addendum Item #1**

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

- Carried.

Moved by Councillor Jenkins  
Seconded by Councillor Jones

THAT we do now rise and report.

- Carried.

**In-Camera Item #1**

Moved by Councillor Jones  
Seconded by Councillor Martyn

THAT the Warden and Chief Administrative Officer be authorized and directed to sign a one year lease agreement with an option to renew after year one, with the Alzheimer Society of Elgin-St. Thomas for Suites 229, 232, 237-1, and 344; and,

THAT the effective commencement date for the new lease shall be May 1, 2018 for a lease rate of \$16.20 per square foot for year one, (\$18,840.60 annual payment), plus the HST, and \$16.50 per square foot (\$19,189.50 annual payment), plus the HST for year two; and the lease rate for Suite 344 remain constant at \$300.00 annual payment.

- Carried.

Moved by Councillor Ens  
Seconded by Councillor Mennill

THAT the Warden and Chief Administrative Officer be authorized and directed to sign a lease agreement with Scott D. Avery Ltd. for Suite 223; and,

THAT the effective commencement date for the lease shall be May 1, 2018 at a lease rate of \$16.47 per square foot for year one (\$3,952.80 annual payment), plus the HST; and \$16.80 per square foot for year two (\$4,032.00 annual payment), plus the HST.

- Carried.

#### In-Camera Item #2

Moved by Councillor Wiehle  
Seconded by Councillor Mennill

THAT staff proceed as directed.

- Carried.

#### In-Camera Item #3

Moved by Councillor Jenkins  
Seconded by Councillor Martyn

THAT staff proceed as directed.

- Carried.

#### In-Camera Item #4

Moved by Councillor Jones  
Seconded by Councillor Wiehle

THAT staff proceed as directed.

- Carried.

#### In-Camera Addendum Item #1

Moved by Councillor Jenkins  
Seconded by Councillor Ens

THAT the verbal confidential report from Chief Administrative Officer be received and filed.

- Carried.

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

Moved by Councillor Jones  
Seconded by Councillor Mennill

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

- Carried.

#### **BY-LAWS**

Moved by Councillor Martyn  
Seconded by Councillor Mennill

THAT By-law No. 18-33 "To Amend the Schedule to By-law No. EG1 (16-11) being a By-law for the Regulation of Traffic" be read a first, second and third time and finally passed.

- Carried.

Moved by Councillor Jenkins  
Seconded by Councillor McWilliam

THAT By-law No. 18-34 "Being a By-law to Confirm Proceedings of the Municipal Council of the Corporation of the County of Elgin at the September 25, 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 12:34 p.m. to meet again on October 16, 2018 at the County Administration Building Council Chambers at 9:00 a.m.

- Carried.

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Julie Gonyou,  
Chief Administrative Officer.

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David Marr,  
Warden.