

## ELGIN COUNTY COUNCIL

### MINUTES

**April 23, 2019**

Council Present: Warden Duncan McPhail  
Deputy Warden Grant Jones  
Councillor Bob Purcell  
Councillor Sally Martyn  
Councillor Tom Marks  
Councillor Mary French  
Councillor Dominique Giguère  
Councillor Ed Ketchabaw

Absent: Councillor Dave Mennill

Staff Present: Julie Gonyou, Chief Administrative Officer  
Rob Bryce, Director of Human Resources  
Jim Bundschuh, Director of Financial Services  
Brian Lima, Director of Engineering Services  
Michele Harris, Director of Homes and Seniors Services  
Brian Masschaele, Director of Community and Cultural Services  
Steve Evans, Manager of Planning  
Steve Gibson, County Solicitor  
Alan Smith, General Manager of Economic Development  
Jenna Fentie, Legislative Services Coordinator

#### 1. **CALL TO ORDER**

Elgin County Council met this 23<sup>rd</sup> day of April, 2019 in the Council Chambers, at the County Administration Building, St. Thomas at 9:00 a.m. with Warden McPhail in the chair.

#### 2. **ADOPTION OF MINUTES**

Moved by: Councillor Purcell  
Seconded by: Councillor Marks

Resolved that the minutes of the meeting held on April 9, 2019 be adopted.

- Motion Carried.

#### 3. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

None.

#### 4. **PRESENTING PETITIONS, PRESENTATIONS AND DELEGATIONS**

##### 4.1 **5 Year Utilization Rates for Kettle Creek Public School**

Heather Derks, School Council Co-Chair, requested that Elgin County Council request five year enrolment projections for Kettle Creek Public School from the Thames Valley District School Board.

Moved by: Councillor Martyn  
Seconded by: Councillor Ketchabaw

Resolved that, in support of the parents of students at Kettle Creek Public School and the Elgin County School Board Trustees, the Warden be directed to send a letter to Thames Valley District School Board requesting five year enrolment projections for Kettle Creek Public School.

- Motion Carried.

**5. COMMITTEE OF THE WHOLE**

Moved by: Councillor Jones  
Seconded by: Councillor Marks

Resolved that we do now move into Committee of the Whole Council.

- Motion Carried.

**6. REPORTS OF COUNCIL, OUTSIDE BOARDS AND STAFF**

**6.1 Approval for Official Plan Amendment No. 24, Municipality of Bayham, File No.: BA-OPA24-28, Owner Dorothy Emerson – Manager of Planning**

The Manager of Planning presented the details of Official Plan Amendment No. 24 to the Municipality of Bayham Official Plan.

Moved by: Councillor Purcell  
Seconded by: Councillor French

Resolved that the Council of the Corporation of the County of Elgin modifies and approves Official Plan Amendment No.24 to the Municipality of Bayham Official Plan, File No. BAOPA24-18; and, that staff be directed to provide notice of this decision in accordance with the Planning Act.

- Motion Carried.

**6.2 Tourism Van – New Engine Required – General Manager of Economic Development**

The General Manager of Economic Development presented a report on the need for a new engine for County's Tourism Cruiser.

Moved by: Councillor Martyn  
Seconded by: Councillor Jones

Whereas the six (6) year old surplus Library van will be utilized for tourism purposes commencing in May 2019 to replace the current thirteen (13) year old Tourism Cruiser which is in need of many repairs; and whereas \$8,500 was included in the 2019 Capital Budget for shelving and graphic wrapping of the library van to prepare it for use as a new Tourism Cruiser; whereas the surplus Library van has been assessed and requires a new engine at a cost of \$6850; therefore be it resolved that Council approve up to \$8000 from the Capital Reserve to be used to augment the \$8,500 previously included in the 2019 Capital Budget to complete necessary repairs on the surplus Library van to allow for the van to be use as the County's Tourism Cruiser; and that authority be delegated to the Warden to authorize the replacement of a transmission if needed; and that the report titled "Tourism Cruiser – New Engine Required" from the General Manager of Economic Development dated April 15, 2019 be received and filed.

- Motion Carried.

**6.3 Contract Award – Culvert Sliplining and Culvert Replacement Contract No. 6290-19-01 – Director of Engineering Services and Purchasing Coordinator**

The Director of Engineering Services presented the tender results of the Culvert Sliplining and Culvert Replacement project.

Moved by: Councillor Marks  
Seconded by: Councillor Jones

Resolved that Gary D. Robinson Contracting be selected for the Culvert Sliplining and Culvert Replacement Tender, Contract No. 6290-19-01 at a total price of

\$277,500.00 (County Portion) exclusive of H.S.T., and that the Warden and Chief Administrative Officer be authorized to sign the contract.

- Motion Carried.

6.4 **Port Bruce Traffic Plan Update – Director of Engineering Services**

The Director of Engineering Services provided an update on the Port Bruce Traffic Plan.

Moved by: Councillor Purcell  
Seconded by: Councillor Marks

Resolved that the report “Port Bruce Traffic Plan Update” be reconsidered after Closed Meeting Agenda items have been considered.

- Motion Carried.

6.5 **Additional follow up to the request to name the Elgin-St. Thomas Ambulance Headquarters in memory of Charles (Chuck) Leverne Brubaker (1937-2017) – Chief Administrative Officer**

The Chief Administrative Officer provided Council with an overview of previous decision making involved in a resident request to name the Elgin-St. Thomas Ambulance Headquarters building in memory of Charles (Chuck) Leverne Brubaker.

Moved by: Councillor Purcell  
Seconded by: Councillor Marks

Resolved that the Warden be directed to contact Mr. Rock directly to provide a status update, and if appropriate, invite Mr. Rock to provide a delegation to County Council at an upcoming meeting.

- Motion Carried.

6.6 **Community Flag Raising and Flag Protocol Policy – Chief Administrative Officer**

The Chief Administrative Officer presented a draft “Community Flag Raising and Flag Protocol Policy” for Council’s consideration.

Moved by: Councillor Giguère  
Seconded by: Councillor French

Resolved that the Chief Administrative Officer be directed to draft a follow-up report to Council that includes the cost of an additional flag pole including installation and recommended options for locations for a Community Flag pole in front of the County Administration Building at 450 Sunset Drive, St. Thomas.

- Motion Carried.

6.7 **2019 Provincial Budget Highlights – Chief Administrative Officer**

The Chief Administrative Officer presented the highlights of the 2019 Provincial Budget.

Moved by: Councillor Ketchabaw  
Seconded by: Councillor Jones

Resolved that the Warden be directed to send a letter to Hon. Jeff Yurek, MPP, the Ministry of Health and Long-Term Care, and the Board of Health requesting a return of any and all surplus funds to the Municipality; and that the report titled

“2019 Provincial Budget Highlights from the Chief Administrative Officer and Director of Financial Services, dated April 16, 2019 be received and filed.

- Motion Carried.

Council recessed at 10:05 a.m. and reconvened at 10:15 a.m.

## 7. COUNCIL CORRESPONDENCE

### 7.1 Items for Consideration

1. SouthWestern Integrated Fibre Technology (SWIFT) – Ontario Government Announces Broadband and Cellular Strategy in 2019 Budget.
2. Association of Municipalities Ontario (AMO) – AMO’s Deeper Look at the 2019 Provincial Budget.
3. Municipal Finance Officers’ Association of Ontario – Provincial Budget 2019 Budget Highlight Document.
4. Ontario Clean Water Agency Annual Wastewater Report for the Elgin Manor Wastewater Treatment Plant.
5. Brenda Gibbons, Deputy Clerk, Municipality of Bayham with correspondence regarding the County Services 2019 & Beyond Presentation to Bayham Council.
6. Hon. Jeff Yurek, MPP with a thank you to Warden and Chief Administrative Officer for hosting the Municipal Partners Meeting on April 6, 2019.
7. Advancing Women in Agriculture Conference 2019 Poster.

Moved by: Councillor Marks  
Seconded by: Councillor Purcell

Resolved that Correspondence Items #1-7 be received and filed.

- Motion Carried.

## 8. OTHER BUSINESS

### 8.1 Statements/Inquiries by Members

None.

### 8.2 Notice of Motion

None.

### 8.3 Matters of Urgency

None.

## 9. CLOSED MEETING ITEMS

Moved by: Councillor Jones  
Seconded by: Councillor Martyn

Resolved 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

*(b) personal matters about an identifiable individual, including municipal or local board employees; (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Woodlands Conservation By-law Litigation Update (VERBAL)*

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 – Port Bruce Bridge*

In-Camera Item #3

*(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 – Purchase of Service Agreement*

In-Camera Item #4

*(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 – Purchase of Service Agreement – Accessibility for Ontarians with Disabilities Act*

In-Camera Item #5

*(c) personal matters about an identifiable individual, including municipal or local board employees – Fire Trainer/Community Emergency Management Coordinator*

- Motion Carried.

**10. RECESS**

None.

**11. MOTION TO RISE AND REPORT**

Moved by: Councillor Ketchabaw  
Seconded by: Councillor Jones

Resolved that we do now rise and report.

- Motion Carried.

In-Camera Item # 1 – Woodlands Conservation By-Law

Moved by: Councillor Jones  
Seconded by: Councillor Purcell

Resolved that staff proceed as directed.

- Motion Carried.

In-Camera Item #2 – Port Bruce Bridge

Moved by: Councillor Ketchabaw  
Seconded by: Councillor French

Resolved that staff proceed as directed.

- Motion Carried.

In-Camera Item #3 – Purchase of Service Agreement

Moved by: Councillor Giguère  
Seconded by: Councillor Martyn

Resolved that staff proceed as directed.

- Motion Carried.

In-Camera Item #4 – Purchase of Service Agreement – Accessibility for Ontarians with Disabilities Act

Moved by: Councillor Marks  
Seconded by: Councillor French

Resolved that staff proceed as directed.

- Motion Carried.

In-Camera Item #5 (VERBAL) – Fire Trainer/Community Emergency Management Coordinator

Moved by: Councillor Purcell  
Seconded by: Councillor Martyn

Resolved that staff proceed as directed.

- Motion Carried.

**CONSIDERATION OF DEFERRED REPORT**

**6.4 Port Bruce Traffic Plan Update – Director of Engineering Services**

Moved by: Councillor Giguère  
Seconded by: Councillor Purcell

Resolved that the report titled “Port Bruce Traffic Plan Update” from the Director of Engineering Services dated April 16, 2019 be received and filed; and, that the appropriate respective By-Laws be made to include the following list of amendments: By-law No. 08-16 “Being a By-law to Designate Through Highways” – Bank Street – from Imperial Road to north limits of Dexter Line; By-law No. 17-11 “Being a By-law to Authorize Speed Limits” – Bank Street – 20km/hr from the north limit of Rush Creek Line to the south limit of Dexter Line, being a distance of 133m, and Dexter Line – 40km/hr from the south limit of Dexter Line to the north limit of Colin Street, being a distance of 275m; and furthermore that, as a result of the unique demolition/construction project undertaken by Elgin County as a result of the collapse of the Imperial Road Bridge, staff be directed to immediately implement traffic calming measures, commencing with a combination of public education and vertical centreline treatment; and furthermore that traffic counts, particularly on bridge approaches, be taken on a regular basis to ensure recognition of developing traffic issues; and furthermore that authority to implement future traffic calming measures be delegated to the Warden if an immediate solution is recommended by the County Engineer based on traffic counts; and finally, that staff be directed to draft a report detailing parking concerns in and around the detour plan in Port Bruce for County Council’s consideration at a future meeting.

- Motion Carried.

**12. MOTION TO ADOPT RECOMMENDATIONS FROM THE COMMITTEE OF THE WHOLE**

Moved by: Councillor Martyn  
Seconded by: Councillor Jones

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

- Motion Carried.

**13. CONSIDERATION OF BY-LAWS**

13.1 **By-law 19-12 – Confirming all Actions and Proceedings**

BEING a By-law to Confirm Proceedings of the Municipal Council of the Corporation of the County of Elgin at the April 23, 2019 Meeting.

Moved by: Councillor Giguère  
Seconded by: Councillor Martyn

Resolved that By-Law No. 19-12 be now read a first, second and third time and finally passed.

- Motion Carried.

**14. ADJOURNMENT**

Moved by: Councillor Marks  
Seconded by: Councillor Purcell

Resolved that we do now adjourn at 11:30 a.m. to meet again on May 7, 2019 at the County Administration Building Council Chambers at 9:00 a.m.

- Motion Carried.

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Julie Gonyou,  
Chief Administrative Officer.

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Duncan McPhail,  
Warden.