

## ELGIN COUNTY COUNCIL

### MINUTES

**September 10, 2019**

Council Present: Warden Duncan McPhail  
Councillor Bob Purcell  
Councillor Sally Martyn  
Councillor Tom Marks  
Councillor Dave Mennill  
Councillor Dominique Giguère  
Councillor Ed Ketchabaw

Regrets: Deputy Warden Grant Jones  
Councillor Mary French

Staff Present: Julie Gonyou, Chief Administrative Officer  
Jim Bundschuh, Director of Financial Services  
Brian Lima, Director of Engineering Services  
Amy Thomson, Director of Human Resources  
Stephen Gibson, County Solicitor  
Jenna Fentie, Legislative Services Coordinator

#### 1. CALL TO ORDER

Elgin County Council met this 10<sup>th</sup> day of August, 2019 in the Council Chambers, at the County Administration Building, St. Thomas at 10:02 a.m. with Warden McPhail in the chair.

#### 2. ADOPTION OF MINUTES

Moved by: Councillor Purcell  
Seconded by: Councillor Ketchabaw

Resolved that the minutes of the meeting held on August 13, 2019 be adopted.

- Motion Carried.

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

None.

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

None.

#### 5. COMMITTEE OF THE WHOLE

Moved by: Councillor Martyn  
Seconded by: Councillor Mennill

Resolved that we do now move into Committee Of The Whole Council.

- Motion Carried.

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

##### 6.1 Warden Activity Report August 2019 - Warden

Warden McPhail presented the report highlighting the various events attended during August 2019.

Moved by: Councillor Marks  
Seconded by: Councillor Martyn

Resolved that the report titled “Warden Activity Report August 2019” from Warden McPhail dated September 1, 2019 be received and filed.

- Motion Carried.

6.2 **POA Open House/Ribbon Cutting - Warden**

Warden McPhail presented the report recommending that an open house and ribbon cutting ceremony take place in late November 2019.

Moved by: Councillor Mennill  
Seconded by: Councillor Purcell

Resolved that the POA Facility ribbon cutting be held on November 18 or 19, 2019 at 7:00 p.m. with an open house held for members of local municipalities and the MPP.

- Motion Carried.

6.3 **Sunset Road – Speed Limit Assessment – Director of Engineering Services**

The Director of Engineering Services presented the report detailing the findings of a completed technical assessment to determine if a section of Sunset Road qualified for a reduced speed limit. Based on updated traffic data and compliance with the Highway Traffic Act, staff determined that no action is required.

Moved by: Councillor Purcell  
Seconded by: Councillor Ketchabaw

Resolved that the report titled “Sunset Road – Speed Limit Assessment” from the Director of Engineering Services dated August 14, 2019 be received and filed.

- Motion Carried.

6.4 **Elgin County Energy Conservation and Demand Management Plan (CDM) 2019-2023 – Director of Engineering Services**

The Director of Engineering Services provided an update on the County’s progress towards meeting the requirements of Ontario Regulation 507/18 Electricity Act, and presented the Elgin County Energy Conservation and Demand Management Plan (CDM) 2019-2023 for approval.

Moved by: Councillor Marks  
Seconded by: Councillor Mennill

Resolved that the report titled “Elgin County Energy Conservation and Demand Management Plan (CDM) 2019-2023” from the Director of Engineering Services dated August 29, 2019 be received and filed; and that the Energy Conservation and Demand Management Plan (CDM) 2019-2023 be approved.

- Motion Carried.

6.5 **Phragmites Management Strategy – Director of Engineering Services and Tree Commissioner/Weed Inspector**

The Director of Engineering Services presented the report which provides background information to Council on industry best management practices to control Phragmites.

Moved by: Councillor Purcell  
Seconded by: Councillor Marks

Resolved that the report titled “Phragmites Management Strategy” from the Director of Engineering Services and the Elgin County Tree Commissioner/Weed Inspector dated August 27, 2019 be received and filed; and that staff complete an inventory of invasive Phragmites colony locations within the County road network to be provided to each member municipality necessary to implement the required invasive Phragmites Control Action Plan involving herbicide and cutting.

- Motion Carried.

6.6 **Woodlands Clearing Exemption Application – Lou Nirta and James Morley – County Solicitor**

The County Solicitor presented the report informing Council of the details of both the Application for Council Exemption submitted by Lou Nirta/James Morley pursuant to By-Law 05-03 (Woodlands Conservation By-law) and the Letter of Objection to the application submitted on behalf of Hickory Grove Campers Association. A Hearing for Council consideration is scheduled for September 24, 2019.

Moved by: Councillor Martyn  
Seconded by: Councillor Mennill

Resolved that the report titled “Woodlands Clearing Exemption Application – Lou Nirta and James Morley – Lot 4, Concession 14, Municipality of West Elgin, County of Elgin” from the County Solicitor dated August 30, 2019 be received for information.

- Motion Carried.

6.7 **Schedule of Council Meetings for 2020 – Legislative Services Coordinator**

The Legislative Services Coordinator presented the proposed schedule of County Council meetings for 2020 for Council’s approval.

Moved by: Councillor Purcell  
Seconded by: Councillor Marks

Resolved that the schedule of County Council meetings for 2020 be adopted; and that notice of the annual schedule of regular meetings and any special meetings outside of the annual schedule of regular meetings of Council be available from the Municipal Office and posted on the County’s website in accordance with Procedural By-Law 18-38.

- Motion Carried.

6.8 **Elgin-St. Thomas Social Services Childcare Services Update – Chief Administrative Officer**

The Chief Administrative Officer presented information detailing the funding implications for 2020/2021 for both the City of St. Thomas and the County of Elgin as a result of the recent changes to the overall Childcare Funding Formula announced by the Provincial Government.

Moved by: Councillor Giguère  
Seconded by: Councillor Purcell

Resolved that the report titled “Elgin-St. Thomas Social Services Childcare Services Update” from the Chief Administrative Officer dated September 1, 2019 be received and filed.

- Motion Carried.

6.9 **Review of Council Committee Procedures – Chief Administrative Officer**

The Chief Administrative Officer presented an overview of Council Committees (Standing/Steering) and Quasi-Judicial Boards.

Moved by: Councillor Purcell  
Seconded by: Councillor Martyn

WHEREAS pursuant to Procedural By-law 18-38 Section 35 (b) which states that “Council shall adopt terms of reference and these terms of reference shall be reviewed each term of Council and prior to any new Committee appointments”; be it therefore resolved that Council hereby review the Terms of Reference as included in Appendix 1; and that staff be directed to make agendas, minutes, and available Terms of Reference for all Council Steering Committee Meetings publicly available through Elgin County’s website and available upon request; and that staff be directed to compile and/or draft any outstanding Terms of Reference for Committees for Council’s review and approval at a future meeting; and that staff be directed to draft a precedent document including a list of Committees and Terms of Reference for Council’s review; and further that the report titled “Review of Council Committee Procedures” from the Chief Administrative Officer, dated September 1, 2019 be received and filed.

- Motion Carried.

6.10 **Community Safety and Well-Being Planning Advisory Committee and Coordinating Committee – Terms of Reference – Chief Administrative Officer**

The Chief Administrative Officer presented the draft Terms of Reference for the Community Safety and Well-Being Planning Advisory Committee and the Coordinating Committee for Council’s approval.

Moved by: Councillor Giguère  
Seconded by: Councillor Martyn

Resolved that Elgin County Council approve the Terms of Reference for the Elgin-Aylmer-St. Thomas Community Safety and Well-Being Planning Advisory Committee and Coordinating Committee.

- Motion Carried.

7. **COUNCIL CORRESPONDENCE**

7.1 **Items for Consideration**

1. Elgin Group Police Services Board with a resolution requesting that the County of Elgin dedicate resources to complete a review of crosswalks and signage in Port Stanley.
2. Karen Vecchio, MP with a request for collaboration from the local community to assist Erie Flooring & Wood Products with opportunities and advice to enable the company to maintain its operations in the area.

The following resolution was adopted in regards to Correspondence Item #1:

Moved by: Councillor Purcell  
Seconded by: Councillor Mennill

Resolved that the correspondence from the Elgin Group Police Services Board be received and filed.

- Motion Carried.

The following resolution was adopted in regards to Correspondence Item #2:

Moved by: Councillor Mennill  
Seconded by: Councillor Marks

Resolved that the Warden be directed to send a letter to Erie Flooring & Wood Products reinforcing that the County's Economic Development and Tourism department is available as a resource to provide ongoing guidance and support.

- Motion Carried.

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

1. Municipality of Bayham with a resolution approving the design concept and schematic drawing for new exterior signage for the Fred Bodsworth Public Library in Port Burwell.
2. Elgin Group Police Services Board with a supporting resolution for the Township of Warwick's request for stronger enforcement of safety on Ontario's family farms.
3. Infrastructure Canada with a media release announcing that the County of Elgin will receive \$2,500,000 in federal funding towards the Port Bruce Bridge Replacement project.
4. Norfolk County with a resolution requesting provincial response to address gas well issues.
5. Town of Halton Hills with a resolution requesting the Province of Ontario to review and implement a deposit/return program for all single use plastic, aluminum, and metal drink containers, and to review current producer requirements and responsibility for all packaging; with a supporting resolution from the Municipality of Bluewater.
6. Township of McKellar with a resolution regarding forced municipal amalgamation.
7. Western Ontario Wardens' Caucus Briefing.
8. Honourable Steve Clark, Minister of Municipal Affairs and Housing, with an update on the More Homes, More Choice Act, 2019.

Moved by: Councillor Marks  
Seconded by: Councillor Purcell

Resolved that Correspondence Items #1-8 be received and filed.

- Motion Carried.

Council recessed at 10:48 a.m. and reconvened at 10:58 a.m.

## **8. OTHER BUSINESS**

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

- 8.1.1 Councillor Giguère requested an update from staff regarding by-law enforcement at Port Bruce over the summer months. The Director of Engineering Services noted that the contracted by-law enforcement agency started providing proactive weekend enforcement services to date starting on May 17, 2019, with the exception of two weekends as a result of personnel illness.

### **8.2 Notice of Motion**

- 8.2.2 Councillor Marks requested a motion to direct staff to review the intersection of Wellington Road to Ferguson Line to determine whether the area warranted the installation of the street light. Councillor Martyn asked if solar lights were an option in the area. The Director of Engineering Services stated that solar lights are better suited for areas with warmer climates. Councillor Purcell noted that the installation of street lights are determined by local municipalities. Councillor Marks withdrew his motion.

### 8.3 **Matters of Urgency**

- 8.3.1 Warden McPhail requested that Councillors provide agenda items for the joint City-County meeting taking place on Tuesday, September 17, 2019 at the Keystone-Complex.

Moved by: Councillor Purcell  
Seconded by: Councillor Giguère

Resolved that the following items be added to the agenda for the joint City-County meeting: Regional Transportation, Economic Development (Airport Discussion), Phragmites, Affordable Housing, and Provincial Funding and Changes (Social Services, Employment, Health Unit, and Childcare).

- Motion Carried.

- 8.3.2 Warden McPhail requested that an additional item be considered in closed session in accordance with the Municipal Act to discuss matters under *Municipal Act Section 239 (2) (c) a proposed or pending acquisition of land by the municipality or local board.*

- 8.3.3. Moved by: Councillor Ketchabaw  
Seconded by: Councillor Mennill

Resolved that the Warden be directed to send letters to MP Karen Vecchio and MPP Jeff Yurek expressing appreciation for the Port Bruce Bridge Funding; and that the Warden send a congratulatory letter to the Fred Bodsworth Public Library on a successful grand reopening on September 5, 2019.

- Motion Carried.

## 9. **CLOSED MEETING ITEMS**

Moved by: Councillor Purcell  
Seconded by: Councillor Marks

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 – Terrace Lodge Redevelopment Project*

### In-Camera Item #2

*(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 – Broadband Services*

### 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 – Ambulance Contract Review*

### 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 – Fire Training Officer/Community Emergency Management Coordinator*

In-Camera Item #5

*(b) personal matters about an identifiable individual, including municipal or local board employees – Land Division Review*

In-Camera Item #6

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

In-Camera Item #7 (Additional Item)

*(c) a proposed or pending acquisition or disposition of land by the municipality or local board.*

- Motion Carried.

**10. RECESS**

None.

**11. MOTION TO RISE AND REPORT**

Moved by: Councillor Martyn  
Seconded by: Councillor Marks

Resolved that we do now rise and report.

- Motion Carried.

In-Camera Item #1 – Terrace Lodge Redevelopment Project

Moved by: Councillor Purcell  
Seconded by: Councillor Ketchabaw

Resolved that staff proceed as directed.

- Motion Carried.

In-Camera Item #2 – Broadband Services

Moved by: Councillor Martyn  
Seconded by: Councillor Marks

Resolved that staff proceed as directed.

- Motion Carried.

In-Camera Item #3 – Ambulance Contract Review

Moved by: Councillor Giguère  
Seconded by: Councillor Marks

Resolved that the confidential report from the Chief Administrative Officer be received for information.

- Motion Carried.

In-Camera Item #4 – Fire Training Officer/Community Emergency Management Coordinator

Moved by: Councillor Giguère  
Seconded by: Councillor Martyn

Resolved that the confidential report from the Chief Administrative Officer be received and filed.

- Motion Carried.

In-Camera Item #5 – Land Division Review

Moved by: Councillor Purcell  
Seconded by: Councillor Ketchabaw

Resolved that the confidential report titled “Land Division Committee Review” from the Chief Administrative Officer be received and filed.

- Motion Carried.

In-Camera Item #6 – Organizational Review

Moved by: Councillor Marks  
Seconded by: Councillor Giguère

Resolved that the confidential report from the Chief Administrative Officer be received for information.

- Motion Carried.

In-Camera Item #7 – Additional Item (Property Matter)

Moved by: Councillor Mennill  
Seconded by: Councillor Ketchabaw

Resolved that staff proceed as directed.

- Motion Carried.

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

Moved by: Councillor Giguère  
Seconded by: Councillor Marks

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

- Motion Carried.

**13. CONSIDERATION OF BY-LAWS**

**13.1 By-law 19-33 – 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 September 10, 2019 Meeting.

Moved by: Councillor Mennill  
Seconded by: Councillor Purcell

Resolved that By-Law No. 19-33 be now read a first, second and third time and finally passed.

- Motion Carried.



**14. ADJOURNMENT**

Moved by: Councillor Marks  
Seconded by: Councillor Martyn

Resolved that we do now adjourn at 1:20 p.m. to meet again on September 24, 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.