

SPECIAL MEETING OF ELGIN COUNTY COUNCIL

MINUTES

Tuesday, March 24, 2020 – Meeting #2

COVID-19 NOTICE: Attendance of the public in person was subject to compliance with orders of the Province of Ontario and social distancing guidelines. Residents who travelled outside Canada within the last 14 days, residents who were in close contact with a confirmed or probable case of COVID-19, or residents with a fever, cough, shortness of breath, were requested not attend the meeting in person to help prevent any potential spread of COVID-19.

Council Present: Warden Dave Mennill (electronic)
Deputy Warden Duncan McPhail (in-person)
Councillor Bob Purcell (electronic)
Councillor Sally Martyn (electronic)
Councillor Tom Marks (in-person)
Councillor Mary French (electronic)
Councillor Grant Jones (electronic)
Councillor Dominique Giguère (electronic)
Councillor Ed Ketchabaw (in-person)

Staff Present: Julie Gonyou, Chief Administrative Officer (in-person)
Jim Bundschuh, Director of Financial Services (electronic)
Brian Lima, Director of Engineering Services (in-person)
Brian Masschaele, Director of Community and Cultural Services (in-person)
Steve Gibson, County Solicitor (in-person)
Jeff Smith, Community Emergency Management Coordinator (in-person)
Carolyn Krahn, Legislative Services Coordinator (in-person)

1. CALL TO ORDER

Elgin County Council met this 24th day of March, 2020 in the Council Chambers, at the County Administration Building, St. Thomas at 1:10 PM with Warden Mennill in the chair. Some Councillors participated electronically by teleconference.

2. WARDEN'S REMARKS AND COVID-19 UPDATE FROM THE CHIEF ADMINISTRATIVE OFFICER

County Council observed a Moment of Silence in memory of Councillor Linda Stevenson, City of St. Thomas.

The Warden welcomed everyone to the County's first ever Council Meeting conducted by teleconference and expressed his support of the actions taken by the provincial government and the local and provincial public health authorities to respond to the COVID-19 pandemic. The Warden assured residents and businesses that the County is committed to responding cooperatively, responsibly, and with the full strength of their resources to this community health crisis.

The Warden presented an update on the County's Covid-19 response to date. Most Elgin County services continue to operate, although often in a different format. Residents are encouraged to visit the County's website or to call County Administration for more information. Senior staff and the Emergency Management Coordinator have been working proactively for weeks and are making informed and important decisions to protect citizens and workers. On behalf of Council, the Warden expressed Council's commitment to supporting staff and the community.

The Chief Administrative Officer expressed staff's commitment to doing their part to support the directives of Council, public health experts and the Government of Ontario in helping to slow the spread of the virus in this community and commended staff from across the organization for their leadership, flexibility and support.

3. ADOPTION OF MINUTES

Moved by: Councillor Jones
Seconded by: Councillor Ketchabaw

Resolved that the minutes of the meeting held on March 10, 2020 be adopted.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

4. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None.

5. COMMITTEE OF THE WHOLE

Moved by: Councillor Purcell
Seconded by: Councillor French

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

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

6. REPORTS OF COUNCIL, OUTSIDE BOARDS AND STAFF

6.1 Repeal of the Elgin County Pandemic Plan, 2009 – Community Emergency Management Coordinator

The Community Emergency Management Coordinator presented a report providing details about the County of Elgin's Pandemic Plan. The Pandemic Plan, written in 2009, does not meet the needs of staff to continue to deliver vital services to the County's citizens and its Local Municipal Partners.

Moved by: Councillor McPhail
Seconded by: Councillor Marks

Resolved that the Council of the County of Elgin receives the report from the Community Emergency Management Coordinator and Chief Administrative Officer; and further that Council of the County of Elgin considers approving By-Law 20-16 being a By-Law to repeal and withdraw the Elgin County Pandemic Plan, dated and approved November 10, 2009.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

6.2 COVID-19 – Director of Financial Services

The Director of Financial Services presented a report regarding the economic hardships created by the COVID-19 pandemic. Many of the County's Local Municipal Partners have implemented or are considering tax penalty relief to their residents. As residents delay payments to the County's municipal partners, the municipal partners will begin to experience cashflow issues, which will make it difficult for them to meet the March 31 deadline for the levy payment to the County.

Moved by: Councillor Jones
Seconded by: Councillor Purcell

Resolved that 30-day levy penalty relief be provided to the municipal partners for the March 31, 2020 tax instalment in recognition of the economic hardships the COVID-19 pandemic is creating.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

6.3 COVID-19 Delegation By-Law – Chief Administrative Officer

The Chief Administrative Officer presented a report regarding the continuity of service during the COVID-19 pandemic. In the event that Council or its Committees is unable to act due to the current situation, the COVID-19 Delegation By-Law will allow Council to delegate temporarily its authority and powers to make decisions by elected Council to a body comprised of specified members of Council and the Chief Administrative Officer/Clerk of the Corporation, subject to

restrictions prescribed by the Municipal Act, 2001 and the provisions in the By-Law.

Moved by: Councillor Giguère
Seconded by: Councillor Martyn

Resolved that the Council of the County of Elgin receives the report from the Chief Administrative Officer/Clerk dated March 22, 2020 titled "COVID-19 Delegation By-Law," presented to Council in response to the COVID-19 Pandemic; and further that the Council of the County of Elgin considers approving By-Law No. 20-15 Being a By-law Authorizing the Delegation of Authority During a Declared State of Emergency.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

7. OTHER BUSINESS

7.1 Statements/Inquiries by Members

None.

7.2 Notice of Motion

None.

7.3 Matters of Urgency

7.3.1 The Chief Administrative Officer requested that an item be added to the Closed Meeting Agenda – *Municipal Act Section 239 2 (b) – personal matters about an identifiable individual, including municipal or local board employees; (d) labour relations or employee negotiations* – Essential Services Review and Staff Redeployment.

Moved by: Councillor Purcell
Seconded by: Councillor Marks

Resolved that the Essential Services Review item as requested by the Chief Administrative Officer be added to the agenda for the Closed Meeting.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	

Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

7. CLOSED MEETING ITEMS

Moved by: Councillor Giguère
Seconded by: Councillor French

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; (d) labour relations or employee negotiations – Essential Services Review and Staff Redeployment

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

8. MOTION TO RISE AND REPORT

Moved by: Councillor Guiguère
Seconded by: Councillor Martyn

Resolved that we do now rise and report.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

In-Camera Item #1 – Essential Services Review and Staff Redeployment

Moved by: Councillor Purcell
Seconded by: Councillor Jones

Resolved that the confidential report be received; and, that the Chief Administrative Officer proceed as directed.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

9. MOTION TO ADOPT RECOMMENDATIONS FROM THE COMMITTEE OF THE WHOLE

Moved by: Councillor Martyn
Seconded by: Councillor Marks

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

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

10. CONSIDERATION OF BY-LAWS

10.1 By-Law 20-15 – Delegation of Authority

Being a By-Law authorizing the delegation of authority during a declared state of emergency.

Moved by: Councillor Jones
Seconded by: Councillor Marks

Resolved that By-law No. 20-15 be now read a first, second and third time and finally passed.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	

Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

10.2 **By-Law 20-16 – Repeal and Withdraw the Elgin County Pandemic Plan**

Being a By-Law to Repeal and Withdraw the Elgin County Pandemic Plan Dated and Approved November 10, 2009.

Moved by: Councillor Ketchabaw
Seconded by: Councillor French

Resolved that By-law No. 20-16 be now read a first, second and third time and finally passed.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

10.3 **By-Law 20-17 – 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 March 24, 2020 Special Meeting #2.

Moved by: Councillor Martyn
Seconded by: Councillor Purcell

Resolved that By-Law No. 20-16 be now read a first, second and third time and finally passed.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

11. ADJOURNMENT

Moved by: Councillor Purcell
Seconded by: Councillor French

Resolved that we do now adjourn at 1:54 PM.

Recorded Vote

		Yes	No
West Elgin	Duncan McPhail	Yes	
Dutton Dunwich	Bob Purcell	Yes	
Central Elgin	Sally Martyn	Yes	
Central Elgin	Tom Marks	Yes	
Southwold	Grant Jones	Yes	
Aylmer	Mary French	Yes	
Malahide	Dominique Giguère	Yes	
Bayham	Ed Ketchabaw	Yes	
Malahide	Warden Dave Mennill	Yes	
		9	0

- Motion Carried.

Julie Gonyou,
Chief Administrative Officer.

Dave Mennill,
Warden.

March 24, 2020 @ 1:00 pm

Special Council Meeting – COVID-19 Update, CAO Julie Gonyou

(Meeting held by Teleconference)

Thank you, Mr. Warden and Members of Council.

As the COVID-19 situation continues to develop, Elgin County staff are committed to doing our part to support the directives of Council, public health experts and the Government of Ontario in helping to slow the spread of the virus in our community.

We have adapted as many services as possible to encourage service delivery online or over the phone. We are leaning into providing continuity of municipal functions, in particular, essential services, while maintaining a safe environment for staff and the public.

On a daily basis, we have implemented a number of new processes and staff have embraced these changes and they have done a remarkable job adapting to this evolving situation.

Staff across the organization are working together to support our essential service areas. Your leadership team has been working around the clock to ensure staff and the public are informed, work environments are safe, and guidelines are prepared to ensure continuity of operations.

As time goes on, we expect that ongoing adjustments to the way we offer services will be required. While we have some concerns, in particular, staffing of our Long-Term Care Homes and the availability of supplies and Personal Protective Equipment, we remain calm.

Without question, I am most thankful for our absolutely incredible team who has been shifting duties and learning new tools – in order to address the challenges we are facing during these unprecedented times. We are sharing the workload and are thankful to County Council for your support.

[end]
