

ELGIN COUNTY COUNCIL

MINUTES

February 23, 2021

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

Staff Present: Julie Gonyou, Chief Administrative Officer (in-person)
Brian Lima, Director of Engineering Services (electronic)
Stephen Gibson, County Solicitor (electronic)
Jim Bundschuh, Director of Financial Services (electronic)
Michele Harris, Director of Homes and Seniors Services (electronic)
Brian Masschaele, Director of Community and Cultural Services (electronic)
Amy Thomson, Director of Human Resources (electronic)
Nancy Pasato, Manager of Planning (electronic)
Mike Baker, Manager of Museum and Archives (electronic)
Jeff Lawrence, Tree Commissioner/Weed Inspector (electronic)
Katherine Thompson, Supervisor of Legislative Services (in-person)
Carolyn Krahn, Legislative Services Coordinator (in-person)

1. CALL TO ORDER

Elgin County Council met this 23rd day of February, 2021 in the Council Chambers, at the County Administration Building, St. Thomas at 9:00 a.m. with Warden Marks in the chair. Some Councillors and staff participated electronically by video conference.

2. ADOPTION OF MINUTES

Moved by: Councillor Purcell
Seconded by: Councillor Mennill

RESOLVED THAT the minutes of the meeting held on February 9, 2021 be adopted.

Recorded Vote

		Yes	No	Abstain
Malahide	Dave Mennill	Yes		
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn		No	
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Central Elgin	Warden Marks	Yes		
		8	1	0

- Motion Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None.

4. PRESENTING PETITIONS, PRESENTATIONS AND DELEGATIONS

4.1 St. Thomas Economic Development Corporation, Joint EDCO Award – Sean Dyke

Sean Dyke presented to Council the Innovation in Community Resiliency Award (Rural) for the Railway City Recovery Plan received by the St. Thomas Economic Development Corporation from the Economic Developers Council of Ontario. Elgin County assisted the St. Thomas Economic Development Corporation in the development of the award-winning plan.

Moved by: Councillor Jones
Seconded by: Councillor Mennill

RESOLVED THAT the presentation from the St. Thomas Economic Development Corporation be received.

Recorded Vote

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

- Motion Carried.

5. COMMITTEE OF THE WHOLE

Moved by: Councillor French
Seconded by: Councillor Ketchabaw

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

Recorded Vote

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

- Motion Carried.

6. REPORTS OF COUNCIL, OUTSIDE BOARDS AND STAFF

6.1 Clearing Exemption Application for Lot 4, Concession 14, Municipality of West Elgin, County of Elgin – Tree Commissioner/Weed Inspector

The Tree Commissioner/Weed Inspector provided information about an application for Council Exemption for Woodlands Clearing received from Lou Nirta, requesting

permission to clear 0.34 hectares (~0.83 acres) of woodland for the purpose of providing driveway access to a lakeside parcel of property on Part of Lot 4, Concession 14, in the Municipality of West Elgin.

Moved by: Councillor Mennill
Seconded by: Councillor Jones

RESOLVED THAT the report titled “Clearing Exemption Application for Lot 4, Concession 14, Municipality of West Elgin, County of Elgin” from the Tree Commissioner/Weed Inspector, dated February 9, 2021 be received and filed; and

THAT Council approve the Council Exemption for Woodlands Clearing Application submitted by Lou Nirta on the following conditions:

- (a) Planting of 525 trees of approved species and height in location(s) acceptable to Tree Commissioner;
- (b) Proper demarcation of both the interior boundary line of the “Disputed Area” and a line 5 feet with the area to be harvested by a qualified surveyor with confirmation to the Tree Commissioner;
- (c) No harvest or removal of trees within the 5-foot buffer of land between the lines marked as set forth in item (b) above;
- (d) Harvest and removal of trees only in a manner that does not allow any tree to fall within the “Disputed Area”;
- (e) No damage to be caused within the “Disputed Area” including any trees or vegetation therein;
- (f) Harvest/removal works not to begin prior to specific written authorization from the Tree Commissioner after inspection of site following at least 48 hours notice of proposed commencement of such works;
- (g) No entry within the “Disputed Area” during the harvest/removal works;
- (h) Monitoring of the tree harvest/removal works by the surveyor or professional forester retained by the Applicant to ensure no works are undertaken in the 5-foot strip as referenced above and/or within the “Disputed Area”. Applicant must provide written notice of identity of retained monitor at least 7 days prior to commencement of harvest works. After completion of the tree removal works, the retained surveyor/forester shall file a written report with the Tree Commissioner outlining observations and confirming compliance with conditions.

Recorded Vote

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

- Motion Carried.

6.2 **Homes – Administration Policy Manual Review and Revisions – Director of Homes and Seniors Services**

The Director of Homes and Seniors Services provided an overview of revisions made to the Homes Policy Manual for Administration.

Moved by: Councillor Purcell
Seconded by: Councillor Jones

RESOLVED THAT the report titled “Homes – Administration Policy Manual Review and Revisions” from the Director of Homes and Seniors Services, dated February 16, 2021 be received and filed; and,

THAT Council approve the “County of Elgin Homes and Seniors Services Administrative Policy Manual Review and Revisions” for 2020.

Recorded Vote

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

- Motion Carried.

6.3 **Approval for Official Plan Amendment No. 19, Part of Lot 24, Concession 3, Township of Malahide, Ontario, 51631 & 51553 Calton Line – Manager of Planning**

The Manager of Planning provided information regarding Official Plan Amendment No.19 submitted by the Township of Malahide to the County of Elgin on December 23, 2020 for approval.

Moved by: Councillor McPhail
Seconded by: Councillor Purcell

RESOLVED THAT the Council of the Corporation of the County of Elgin approves Official Plan Amendment No.19 to the Township of Malahide Official Plan, File No. MA-OPA 19-20; and,

THAT staff be directed to provide notice of this decision in accordance with the Planning Act.

Recorded Vote

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

- Motion Carried.

6.4 **Request for Settlement Area Expansions – County of Elgin – Manager of Planning**

The Manager of Planning presented a report regarding options for settlement area expansions as directed by Council after they received information from Councillor Purcell regarding local development pressures including an urgent need to expand settlement areas in the Municipality of Dutton Dunwich.

Moved by: Councillor Purcell
Seconded by: Councillor Jones

RESOLVED THAT the report titled “Request for Settlement Area Expansion – Municipality of Dutton Dunwich” dated February 17, 2021 from the Manager of Planning be received and filed; and

THAT the Warden be directed to send a letter to Hon. Steve Clark, Minister of Municipal Affairs and Housing and to Hon. Jeff Yurek, MPP, detailing the need for additional amendments to the Provincial Policy Statement that would allow municipalities to expand settlement areas in a timelier fashion; and

THAT an advanced study including population projections and growth forecasting for the Municipality of Dutton Dunwich is not needed in advance of the data/projections that will be gathered to support the Official Plan 5-year Review.

Recorded Vote

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

- Motion Carried.

6.5 **Cycling History Murals Project Overview – Director of Community and Cultural Services**

The Director of Community and Cultural Services provided an overview of and proposed next steps for the cycling history murals project. This project will be funded by a bequest received by the Elgin County Museum in July 2020 from the estate of Donna Vera Evans Bushell. According to the terms of the funding agreement, the goal of the project is to “animate the existing network of cycling trails throughout Elgin County by adding new murals and signs along these trails in collaboration with private and public partners, and emphasize the theme of transportation.”

Moved by: Councillor Giguère
Seconded by: Councillor Mennill

RESOLVED THAT the report titled “Cycling History Murals Project Overview” from the Director of Community and Cultural Services dated February 23, 2021 be received and filed.

Recorded Vote

		Yes	No	Abstain
Malahide	Dave Mennill	Yes		
West Elgin	Duncan McPhail	Yes		

Dutton Dunwich	Bob Purcell	Yes		
Central Elgin	Sally Martyn	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Central Elgin	Warden Marks	Yes		
		9	0	0

- Motion Carried.

6.6 **Enterprise Geographic Information System – Director of Engineering Services**

The Director of Engineering Services presented a report regarding Elgin County’s and the local municipalities’ need for an expanded GIS system to function effectively and efficiently and to support initiatives in several departments including County Planning and Economic Development.

Moved by: Councillor Martyn
Seconded by: Councillor McPhail

RESOLVED THAT the report titled “Enterprise Geographic Information System” from the Director of Engineering Services, dated February 12, 2021 be received and filed;

THAT the County approve the single source purchase of the ESRI Enterprise License Agreement for a three-year commitment in the total amount of \$203,010.00, and ESRI implementation consulting with an up-set limit of \$50,094.00 in accordance with section 4.7(c,d) of the Procurement Policy;

THAT the County enter into a three-year GIS Enterprise License Agreement with ESRI Canada on behalf of the County of Elgin and its municipal partners be approved; and,

THAT the Warden and Chief Administrative Officer be directed and authorized to execute the Enterprise License Agreement with ESRI Canada.

Recorded Vote

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

- Motion Carried.

6.7 **UpLink Communications Municipal Road Access Agreement – Director of Engineering Services**

The Director of Engineering Services provided information about a Municipal Road Access Agreement with UpLink Communications. Uplink Communications Inc. delivers high speed internet service and proposes fibre telecommunications infrastructure to be installed in the hamlet of New Sarum within the Municipality of Central Elgin, specifically along Belmont Road (CR74). For the work to proceed, an agreement governing access, use, and construction/maintenance of the works is required.

Moved by: Councillor Mennill
Seconded by: Councillor Purcell

RESOLVED THAT the report titled “UpLink Wireless Municipal Road Access Agreement” from the Director of Engineering Services, dated February 11, 2021 be received and filed; and,

THAT the Warden and Chief Administrative Officer be directed and authorized to execute the Municipal Access Agreement between the Corporation of the County of Elgin and Uplink Communications Inc. for the installation and operation of telecommunications infrastructure along a section of Belmont Road (CR74).

Recorded Vote

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

- Motion Carried.

7. COUNCIL CORRESPONDENCE

7.1 Items for Consideration

None.

7.2 Items for Information (Consent Agenda)

7.2.1 Elgin Clean Water Program with their 2020 Annual Report summarizing the successes of the Elgin Clean Water Program over the past year.

7.2.2 Gunn & Associates with a letter on behalf of the Municipality of Dutton Dunwich with respect to the status of Bradt Road.

7.2.3 AMCTO with a Letter to Ontario Municipal Councils regarding staff professional development.

Moved by: Councillor French
Seconded by: Councillor Jones

RESOLVED THAT Correspondence Item #1 be received and filed.

Recorded Vote

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

- Motion Carried.

Moved by: Councillor Jones
Seconded by: Councillor Martyn

RESOLVED THAT Correspondence Item #2 be received and filed.

Recorded Vote

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

- Motion Carried.

Moved by: Councillor Purcell
Seconded by: Councillor Ketchabaw

RESOLVED THAT Correspondence Item #3 be received and filed.

Recorded Vote

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

- Motion Carried.

8. OTHER BUSINESS

8.1 Statements/Inquiries by Members

Councillor Ketchabaw thanked the Director of Human Resources for supporting the Municipality of Bayham during their recruitment process for a new Chief Administrative Officer.

Councillor Jones informed Council that Interim Chief Administrative Officer Ken Loveland has completed his term and that Lisa Higgs has resumed the position of Chief Administrative Officer for Southwold Township as of March 1, 2021.

8.2 Notice of Motion

None.

8.3 Matters of Urgency

None.

9. CLOSED MEETING ITEMS

Moved by: Councillor Giguère
Seconded by: Councillor Mennill

RESOLVED THAT we do now proceed into closed meeting session in accordance with the Municipal Act to discuss the following matters under Municipal Act Section 239 (2):

In-Camera Item #1

(d) *labour relations or employee negotiations* – Seeking Approval of Renewal Collective Agreement with Canadian Union of Public Employees (CUPE Local 841).

Recorded Vote

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

- Motion Carried.

10. MOTION TO RISE AND REPORT

Moved by: Councillor Mennill
Seconded by: Councillor Martyn

RESOLVED THAT we do now rise and report.

Recorded Vote

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

- Motion Carried.

In-Camera Item #1 – Seeking Approval of Renewal Collective Agreement with Canadian Union of Public Employees (CUPE Local 841)

Moved by: Councillor Jones
Seconded by: Councillor Giguère

RESOLVED THAT staff proceed as directed.

Recorded Vote

		Yes	No	Abstain
Malahide	Dave Mennill	Yes		
West Elgin	Duncan McPhail	Yes		
Dutton Dunwich	Bob Purcell	Yes		

Central Elgin	Sally Martyn	Yes		
Southwold	Grant Jones	Yes		
Aylmer	Mary French	Yes		
Malahide	Dominique Giguère	Yes		
Bayham	Ed Ketchabaw	Yes		
Central Elgin	Warden Marks	Yes		
		9	0	0

- Motion Carried.

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

Moved by: Councillor Mennill
Seconded by: Councillor McPhail

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

Recorded Vote

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

- Motion Carried.

12. CONSIDERATION OF BY-LAWS

12.1 By-Law 21-06 – 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 February 23, 2021 Meeting.

Moved by: Councillor French
Seconded by: Councillor Ketchabaw

RESOLVED THAT By-Law No. 21-06 be now read a first, second and third time and finally passed.

Recorded Vote

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

- Motion Carried.

13. ADJOURNMENT

Moved by: Councillor Martyn

Seconded by: Councillor Jones

RESOLVED THAT we do now adjourn at 9:55 a.m. to meet again on February 25, 2021 at 7:00 p.m.

Recorded Vote

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

- Motion Carried.

Julie Gonyou,
Chief Administrative Officer.

Tom Marks,
Warden.