

**ELGIN COUNTY COUNCIL**

**MINUTES**

**May 11, 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)  
Jeff Brock, Director of Information Technology Services (electronic)  
Nancy Pasato, Manager of Planning (electronic)  
Jeff VanRybroeck, Fire Training Officer (electronic)  
Jeff Lawrence, Tree Commissioner/Weed Inspector (electronic)  
Natalie Marlow, Library Coordinator (electronic)  
Katherine Thompson, Manager of Administrative Services (electronic)  
Carolyn Krahn, Legislative Services Coordinator (in-person)

**1. CALL TO ORDER**

Elgin County Council met this 11<sup>th</sup> day of May 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 Mennill  
Seconded by: Councillor Jones

RESOLVED THAT the minutes of the meeting held on April 20, 2021 be adopted.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

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

None.

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

The Warden welcomed Jeff Brock to the Elgin County Senior Management Team. Jeff joined the County as the Director of Information Technology Services on Monday, May 10, 2021. Jeff brings over 25 years of experience to Elgin County. He began his career in the automotive industry as a Business Analyst and Project Lead before transitioning into the Healthcare Sector where he managed IT at two (2) regional hospitals, one in Strathroy and the other in Newbury.

#### 5. COMMITTEE OF THE WHOLE

Moved by: Councillor Purcell  
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 Warden's Activity Report (April) and COVID-19 Update – Warden Marks

Warden Marks provided a summary of the County's response to the pandemic as well as a list of events and meetings attended by the Warden on behalf of County Council.

Moved by: Councillor French  
Seconded by: Councillor Jones

RESOLVED THAT the April 30, 2021, report titled, *Warden's Activity Report (April) and COVID-19 Update* submitted by the Warden, be received and filed for information.

##### 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 Rural Education Taskforce Community Input Planning – Councillor Martyn**

Councillor Martyn provided an overview of the work currently underway by the Thames Valley District School Board Rural Education Task Force.

Moved by: Councillor Mennill  
Seconded by: Councillor Martyn

RESOLVED THAT the report titled “Rural Education Taskforce Community Conversation Planning” from Councillor Martyn, dated May 5th, 2021 be received and filed; and

THAT County Council direct the Chief Administrative Officer to coordinate hosting three (3) Community Input Sessions in Elgin County once in-person events can be held; and further,

THAT County Council consent to covering costs associated with the use of municipal spaces in Elgin County for the Community Input Sessions, if required.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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 Terrace Lodge Redevelopment May 2021 Update – Councillor Purcell**

Councillor Purcell updated Council on the status of the Terrace Lodge Redevelopment Project.

Moved by: Councillor McPhail  
Seconded by: Councillor French

RESOLVED THAT the May 11, 2021, report titled, Terrace Lodge Redevelopment May 2021 Update, submitted by the Terrace Lodge Redevelopment Steering Committee Chair, be received and filed for information.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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 **Tree Commissioner/Weed Inspector Quarterly Report January – March 2021 – Tree Commissioner/Weed Inspector**

The Tree Commissioner/Weed Inspector presented a summary of activity related to the Elgin Woodlands Conservation By-Law for the period of January 1, 2021 to March 31, 2021 and weed inspection activity for the same period.

Moved by: Councillor Jones  
Seconded by: Councillor Martyn

RESOLVED THAT the report titled “Tree Commissioner/Weed Inspector Quarterly Report January – March 2021” from the Tree Commissioner/Weed Inspector, dated April 19, 2021 be received and filed for information.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
Malahide	Dave Mennill	Yes		
West Elgin	Duncan McPhail		No	
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		
		8	1	0

- Motion Carried.

6.5 **Draft Plan of Subdivision – Seaside Subdivision, Concession 14, Part of Lot 6 (former Township of Aldborough), Port Glasgow, Municipality of West Elgin, County of Elgin – Manager of Planning**

The Manager of Planning provided Council with information required in order to consider granting draft plan approval to the plan of subdivision for Seaside Subdivision in the Municipality of West Elgin.

Moved by: Councillor McPhail  
Seconded by: Councillor Purcell

RESOLVED THAT Council grant draft plan approval to Draft Plan of Subdivision for Seaside Waterfronts Inc. in the Municipality of West Elgin File No. 34T-WE1401; and,

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

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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 **Library, Museum and Archives Service Updates – January to April 2021 – Director of Community and Cultural Services**

The Director of Community and Cultural Services presented Council with service and project updates for Elgin County Library, Elgin County Museum, and Elgin County Archives for the first four months of 2021 relative to on-going challenges due to the global pandemic.

Moved by: Councillor Jones  
Seconded by: Councillor Ketchabaw

RESOLVED THAT the May 3, 2021 report titled Library, Museum and Archives Service Updates – January to April 2021, submitted by the Director of Community and Cultural Services, be received and filed for information.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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 **Landfill Revenue Neutral Tax Ratio – Director of Financial Services**

The Director of Financial Services provided information on the establishment of the landfill tax ratio and rates in response to the provincially calculated revenue neutral tax ratio for landfills.

Moved by: Councillor Jones  
Seconded by: Councillor French

RESOLVED THAT Schedules A and C of the February 9, 2021 budget presentation be amended to reflect the revised landfill tax ratio and rates in-line with the provincially calculated revenue neutral ratio for landfills; and,

THAT the necessary 2021 budget by-law be read for approval.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

**6.8 Capping and Claw-back – Director of Financial Services**

The Director of Financial Services presented a report on the County’s capping program. The County exited the multi-residential capping program in 2016 and the industrial capping program in 2019. This year, the County is eligible to exit the commercial capping program, the last remaining property class in the program.

Moved by: Councillor Martyn  
Seconded by: Councillor Ketchabaw

RESOLVED THAT the County exit the commercial capping program; and,  
  
THAT the necessary by-law 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	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.

**6.9 Capital Plan Adjustment – General Manager of Engineering, Planning & Enterprise**

The General Manager of Engineering, Planning & Enterprise provided Council with an update on Engineering Services’ Capital Plan. The scheduled resurfacing of Quaker Road has been delayed until 2022 when the anticipated update of the County’s Cycling Master Plan is completed as part of the County’s Transportation Master Plan. In its place, the rehabilitation of Dalewood Road has been advanced from 2022 to 2021. As a result, an anticipated \$137,000 surplus is expected in the 2021 capital budget.

Moved by: Councillor Martyn  
Seconded by: Councillor Mennill

RESOLVED THAT the report titled “Capital Plan Adjustment”, from the General Manager of Engineering, Planning, & Enterprise (EPE) / Deputy CAO, dated April 27, 2021 be received and filed, and;

THAT the Capital Budget be amended to identify the Rehabilitation of Dalewood Road as a 2021 project and the Resurfacing of Quaker Road as a 2022 project.

**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.

6.10 **Port Stanley Temporary Traffic Signals Update – General Manager of Engineering, Planning & Enterprise**

The General Manager of Engineering, Planning & Enterprise provided information to Council related to rental costs of the temporary signals installed as part of the King George VI Lift Bridge Rehabilitation Project in Port Stanley.

Moved by: Councillor Mennill  
Seconded by: Councillor Martyn

RESOLVED THAT the report titled “Port Stanley Temporary Traffic Signals Update”, from the General Manager of Engineering, Planning, & Enterprise (EPE) / Deputy CAO, dated April 27, 2021 be received and filed;

THAT a copy of the report be circulated to the Municipality of Central Elgin; and

THAT the temporary traffic signals installed as a part of the King George VI Lift Bridge Rehabilitation Project remain in place until September 6, 2021 as a pilot project at which time the results of this pilot will be evaluated and the Municipality of Central Elgin will determine whether it will fund the continued existence of these signals.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

6.11 **Elgin / Hawthorne – Approval of Commercial Lease – Elgin Administration Building (Suite 345-1) – County Solicitor**

The County Solicitor updated Council on the consensus reached with Carol Hawthorne as to the terms and conditions of a new two-year commercial lease for Suite 345-1.

Moved by: Councillor French  
Seconded by: Councillor Ketchabaw

RESOLVED THAT the report to Council, dated May 3, 2021, and entitled “Elgin / Hawthorne – Approval of Commercial Lease – Elgin Administration Building (Suite 345-1)” be received and filed;

THAT retroactive to May 1, 2021, Elgin County Council approve a new commercial Lease Agreement between Carol Hawthorne and Elgin County in relation to Suite 345-1 at 450 Sunset Drive, St. Thomas, Ontario, such Lease Agreement to provide for, amongst other terms, a two-year Term commencing May 1, 2021 and annual rents of \$4,027.30 and \$4,107.80, respectively, for the included lease years; and

THAT Elgin County Council authorize the Warden and Chief Administrative Officer to execute the said Lease Agreement on behalf of the municipal corporation.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

**6.12 Elgin (County) / Menzie (MEU Consulting) Enforcement Services Agreement (2021) – County Solicitor**

The County Solicitor presented a report seeking approval and authorization for execution of an Enforcement Services Agreement between Elgin County and William Menzie of MEU Consulting for the period commencing May 12, 2021 and ending October 31, 2021.

Moved by: Councillor Jones  
Seconded by: Councillor Purcell

RESOLVED THAT the Report to Council, dated May 3, 2021, and entitled “Elgin (County) / Menzie (MEU Consulting) - Enforcement Services Agreement (2021), be received and filed; and,

THAT subject to finalization to the satisfaction of the County Solicitor, County Council approve and authorize execution of an Enforcement Services Agreement between Elgin (County) and William Menzie (MEU Consultant) for the term commencing May 12, 2021 and ending October 31, 2021.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

**6.13 Elgin / Municipal Property Assessment Corporation (“MPAC”) - Parking Space Licence Agreement – County Solicitor**

The County Solicitor presented a report seeking Council’s approval of an authorization for a further Parking Space Licence Agreement between Elgin County and MPAC for the period June 1, 2021 to May 31, 2022.

Moved by: Councillor Mennill  
Seconded by: Councillor Martyn



RESOLVED THAT the Report to Council, dated May 3, 2021, and entitled “Elgin/Municipal Property Assessment Corporation (“MPAC”) – Parking Space Licence Agreement”, be received and filed;

THAT Council approve preparation and execution of a Parking Space Licence Agreement between Elgin County and MPAC for the period June 1, 2021 to May 31, 2022, and as applicable to two (2) parking spaces in the County Administration Building Parking Lot; and,

THAT the Warden and Chief Administrative Officer be authorized to execute the said Parking Space Licence Agreement for the period June 1, 2021 to May 31, 2022, and as applicable to two (2) parking spaces in the County Administration Building Parking Lot, as prepared by the County Solicitor.

**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.

**6.14 Resumption of Meals on Wheels Supply Agreement – Elgin / VON – County Solicitor**

The County Solicitor presented a report seeking Council approval for resumption of the Meals on Wheels Supply Agreement between Elgin (County) and Victorian Order of Nurses for Canada – Ontario Branch (“VON”) as dated September 13, 2018, which Agreement was suspended, on consent and as a result of pandemic restrictions, effective April 4, 2020.

Moved by: Councillor Mennill  
Seconded by: Councillor Martyn

RESOLVED THAT Council approve resumption of the Meals on Wheels Supply Agreement between Elgin (County) and Victorian Order of Nurses for Canada – Ontario Branch (“VON”) as dated September 13, 2018 and for the supply of hot fresh meals from kitchen facilities; and,

THAT Council authorize the Warden and Chief Administrative Officer to execute a written confirmation of such resumption consensus under direction of the County Solicitor.

**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
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- Motion Carried.

6.15 **Elgin / Ontario Clean Water Agency – Approval of Commercial Lease – Elgin Administration Building (Suites 305/370) – County Solicitor**

The County Solicitor presented a report to Council outlining the consensus reached with OCWA as to the terms and conditions of a new three-year commercial lease for Suites 305 and 370 within the County Administration Building, such lease to be effective November 1, 2021.

Moved by: Councillor Jones  
Seconded by: Councillor Martyn

RESOLVED THAT the Report to Council, dated May 4, 2021, and entitled “Elgin / Ontario Clean Water Agency – Approval of Commercial Lease – Elgin Administration Building (Suites 303/370)” be received and filed;

THAT Elgin County Council approve a new commercial Lease Agreement between Ontario Clean Water Agency (“OCWA”) and Elgin County in relation to Suites 305 and 370 at 450 Sunset Drive, St. Thomas, Ontario, such Lease Agreement to be effective November 1, 2021 and, further thereto, to provide for, amongst other terms, a three-year Term commencing November 1, 2021 and annual rents of \$38,802.67, \$39,583.48 and \$40,386.36, respectively, for the included lease years; and

THAT Elgin County Council authorize the Warden and Chief Administrative Officer to execute the said Lease Agreement on behalf of the municipal corporation.

**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.

6.16 **School Retention Plan 2021-2022 – Chief Administrative Officer**

The Chief Administrative Officer presented for Council approval a School Retention Plan. With significant support from neighbouring municipalities, the Plan was developed in the spirit of solidarity to ensure a consistent approach to advocacy across the region.

Moved by: Councillor Mennill  
Seconded by: Councillor Martyn

RESOLVED THAT the report titled “School Retention Plan 2021-2022” from the Chief Administrative Officer, dated May 1, 2021 be received and filed; and

THAT Elgin County Council approve the School Retention Plan 2021-2022 as presented.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

**6.17 Internet Connectivity and Broadband Analysis, Assessment, and Proposed Solutions – Project Award – Chief Administrative Officer**

The Chief Administrative Officer provided background information along with details regarding the procurement process undertaken with respect to a Request for Proposal, through which the County invited proposals from qualified consulting firms to provide internet connectivity and broadband analysis and assessment and proposed solutions for unserved/underserved areas.

Moved by: Councillor McPhail  
Seconded by: Councillor French

RESOLVED THAT the provision of consulting services associated with the Internet Connectivity and Broadband Analysis, Assessment, and Proposed Solutions, Request for Proposal 2021-P22 submission received from IBI Group Professional Services (Canada) Inc. in the amount of \$44,360.00 be awarded; and,

THAT the Warden and Chief Administrative Officer be authorized to sign the supporting agreement.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

**6.18 Release of Ontario’s Long-Term Care Commission Report and Elgin’s LTCH COVID-19 Response – Chief Administrative Officer**

The Chief Administrative Officer provided an overview of *Ontario’s Long-Term Care COVID-19 Commission* Final Report as well as a high-level summary of Elgin County’s Long-Term Care Home (LTCH) COVID-19 Response.

Moved by: Councillor Ketchabaw  
Seconded by: Councillor Jones

RESOLVED THAT the report from Chief Administrative Officer titled “Release of Ontario’s Long-Term Care Commission Report and Elgin’s LTCH COVID-19 Response” dated May 3, 2021 be received and filed.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

6.19 **COVID-19 Emergency Team Planning – April Update – Chief Administrative Officer**

The Chief Administrative Officer provided Council with an update on the County’s COVID-19 response. The Emergency Management Team continues to work together to ensure that essential County services and the COVID-19 response are properly resourced, and the Emergency Management Team remains committed to supporting County Council, the Local Municipal Partners, the community, and staff.

Moved by: Councillor Jones

Seconded by: Councillor Martyn

RESOLVED THAT the May 4th, 2021, report titled, COVID-19 Emergency Team Planning – April Update, submitted by the Chief Administrative Officer, be received and filed for information.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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 SWIFT with their monthly project update for March 2021.

7.2.2 County of Elgin Homes with their monthly newsletter for May 2021.

Moved by: Councillor Mennill  
Seconded by: Councillor French

RESOLVED THAT Correspondence Item #1-2 be received and filed.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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**

None.

**8.2 Notice of Motion**

None.

**8.3 Matters of Urgency**

8.3.1 In accordance with *Municipal Act Section 239 (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, the Chief Administrative Officer requested Council's consent for the addition of the following item to the Closed Meeting Agenda: Telecommunications Agreement.

Moved by: Councillor Purcell  
Seconded by: Councillor McPhail

RESOLVED THAT the matter of urgency be added to the May 11<sup>th</sup>, 2021 Closed Meeting Agenda.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

**9. CLOSED MEETING ITEMS**

Moved by: Councillor Ketchabaw

Seconded by: Councillor Jones

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

*(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 – Telecommunications Agreement*

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 – Closed Sole Sourcing Report – Extension of Contract, Long-Term Care Transition Coordinator*

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 – Fire Trainer Organizational Update #2*

In-Camera Item #4

*(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Proceedings Before the Ontario Energy Board*

In-Camera Item #5

*(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 – Elgin Administration Building Rental Space*

In-Camera Item #6

*(b) personal matters about an identifiable individual, including municipal or local board employees; (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 – Potential Shared Legal Services*

In-Camera Item #7

*(b) personal matters about an identifiable individual, including municipal or local board employees; (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 – Woodlands Conservation – Report #1*

In-Camera Item #8

*(h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them – Correspondence*

In-Camera Item #9

*(h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them – Correspondence*

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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 Ketchabaw  
Seconded by: Councillor McPhail

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 – Telecommunications Agreement

Moved by: Councillor Giguère  
Seconded by: Councillor Mennill

RESOLVED THAT the report from the Chief Administrative Officer 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.

#### In-Camera Item #2 – Closed Sole Sourcing Report – Extension of Contract, Long-Term Care Transition Coordinator

Moved by: Councillor Jones  
Seconded by: Councillor Purcell

RESOLVED THAT staff proceed as directed.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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 #3 – Fire Trainer Organizational Update #2

Moved by: Councillor Martyn  
Seconded by: Councillor Giguère

RESOLVED THAT the Warden and staff proceed as directed.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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 #4 – Proceedings Before the Ontario Energy Board

Moved by: Councillor Ketchabaw  
Seconded by: Councillor French

RESOLVED THAT the report from the County Solicitor be received; and

THAT staff proceed as directed.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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 #5 – Elgin Administration Building Rental Space

Moved by: Councillor Jones  
Seconded by: Councillor McPhail

RESOLVED THAT the report from the Chief Administrative Officer be received; and  
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.

In-Camera Item #6 – Potential Shared Legal Services

Moved by: Councillor Mennill  
Seconded by: Councillor Martyn

RESOLVED THAT the report from the Chief Administrative Officer 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.

In-Camera Item #7 – Woodlands Conservation – Report #1

Moved by: Councillor Ketchabaw  
Seconded by: Councillor McPhail

RESOLVED THAT report from the Chief Administrative Officer 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.

In-Camera Item #8 – Correspondence

Moved by: Councillor Giguère  
Seconded by: Councillor Purcell

RESOLVED THAT the correspondence 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.

In-Camera Item #9 – Correspondence

Moved by: Councillor Martyn  
Seconded by: Councillor Jones

RESOLVED THAT the correspondence 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.

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

Moved by: Councillor Jones  
Seconded by: Councillor Mennill

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

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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 21-20 – Establishing 2021 Tax Ratios and Tax Rates**

Being a By-Law to Amend By-Law 21-03 Being a By-Law to Provide for the Adoption of the 2021 Budget of the Corporation of the County of Elgin and to Establish the 2021 Tax Ratios, and to Establish the 2021 Tax Rates for the County Constituent Municipalities.

Moved by: Councillor Giguère  
Seconded by: Councillor Ketchabaw

RESOLVED THAT By-Law No. 21-20 be now read a first, second and third time and finally passed.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

**12.2 By-Law 21-21 – Administering Limits for the Commerical, Industiral and Multi-Residential Property Classes**

Being a By-Law to Adopt Optional Tools for the Purposes of Administering Limits for the Commercial, Industrial and Multi-Residential Property Classes.

Moved by: Councillor Jones  
Seconded by: Councillor French

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

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

12.3 **By-Law 21-22 – Amending the “Woodlands Conservation By-Law”**

Being a By-Law to Amend By-Law No. 05-03, being the “Woodlands Conservation By-Law” for the Corporation of the County of Elgin.

Moved by: Councillor Mennill  
Seconded by: Councillor Martyn

RESOLVED THAT By-Law No. 21-22 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.

12.4 **By-Law 21-23 – 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 May 11, 2021 Meeting.

Moved by: Councillor Purcell  
Seconded by: Councillor Ketchabaw

RESOLVED THAT By-Law No. 21-23 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 Jones  
Seconded by: Councillor Mennill

RESOLVED THAT we do now adjourn at 11:40 a.m. to meet again on May 25, 2021 at 9:00 a.m.

**Recorded Vote**

		<b>Yes</b>	<b>No</b>	<b>Abstain</b>
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.

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Julie Gonyou,  
Chief Administrative Officer.

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Tom Marks,  
Warden.