

ELGIN COUNTY COUNCIL

MINUTES

November 9, 2021

Elgin County Council met this 9th day of November 2021. The meeting was held in a hybrid in-person/electronic format with Councillors and staff participating as indicated below.

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

Staff Present: Julie Gonyou, Chief Administrative Officer (Council Chambers)
Brian Lima, General Manager of Engineering, Planning & Enterprise/Deputy Chief Administrative Officer (Council Chambers)
Brian Masschaele, Director of Community & Cultural Services (electronic)
Jim Bundschuh, Director of Financial Services (Council Chambers)
Nancy Pasato, Manager of Planning (Council Chambers)
Stephen Gibson, County Solicitor (electronic)
Jeff Brock, Director of Information Technology Services (electronic)
Amy Thomson, Director of Human Resources (electronic)
Jeff Lawrence, Tree Commissioner/Weed Inspector (electronic)
Mike Hoogstra, Purchasing Coordinator (electronic)
Katherine Thompson, Manager of Administrative Services (Council Chambers)
Jenna Fentie, Legislative Services Coordinator (Council Chambers)
Carolyn Krahn, Legislative Services Coordinator (Council Chambers)

1. CALL TO ORDER

The meeting convened at 9:00 a.m. with Warden Marks in the chair.

2. ADOPTION OF MINUTES

Moved by: Deputy Warden Mennill
Seconded by: Councillor Ketchabaw

RESOLVED THAT the minutes of the meeting held on October 26, 2021 be adopted.

- Motion Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Martyn declared a conflict of interest with respect to Closed Meeting Item #3 – Organizational Update. Councillor Martyn will leave the Council Chambers and abstain from discussion and voting on this item.

4. PRESENTING PETITIONS, PRESENTATIONS AND DELEGATIONS

4.1 Candace Miller – Enhancing Programs and Services for Older Adults in Elgin County

Candace Miller, Fanshawe Corporate Training Services, presented the results and recommendations from the Elgin County Services for Older Adults Study.

Moved by: Councillor Jones
Seconded by: Councillor Purcell

RESOLVED THAT the presentation from Candace Miller, Fanshawe Corporate Training Services, be received and filed.

- Motion Carried.

5. COMMITTEE OF THE WHOLE

Moved by: Councillor Martyn
Seconded by: Councillor McPhail

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's Activity Report (October) 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 he attended and organized on behalf of County Council.

Moved by: Councillor Ketchabaw
Seconded by: Councillor French

RESOLVED THAT the November 3, 2021, report titled, *Warden's Activity Report (October) and COVID-19 Update* submitted by the Warden, be received and filed for information.

- Motion Carried.

6.2 Tree Commissioner/Weed Inspector Quarterly Report July – September 2021 – Tree Commissioner/Weed Inspector

The Tree Commissioner/Weed Inspector provided a summary of weed inspection activity and activity related to the Elgin Woodlands Conservation By-Law for the period of July 1, 2021 to September 30, 2021.

Moved by: Councillor Ketchabaw
Seconded by: Deputy Warden Mennill

RESOLVED THAT the report titled "Tree Commissioner/Weed Inspector Quarterly Report July – September 2021" from the Tree Commissioner/Weed Inspector, dated October 25, 2021 be received and filed for information.

- Motion Carried.

6.3 Procurement Activity Report (July 1, 2021 to September 30, 2021) – Purchasing Coordinator

The Purchasing Coordinator presented a report containing the details relevant to the exercise of delegated authority for all contracts awarded that exceeded \$15,000 for the period from July 1, 2021 to September 30, 2021.

Moved by: Councillor Jones
Seconded by: Councillor Giguère

RESOLVED THAT the October 29, 2021 report titled, Procurement Activity Report (July 1, 2021 to September 30, 2021), submitted by the Purchasing Coordinator, be received and filed for information.

- Motion Carried.

6.4 **2021 3rd Quarter Performance – Director of Financial Services**

The Director of Financial Services presented the 3rd Quarter Performance report. The report shows a favourable performance of \$385,000, which brings the year-to-date performance to \$787,000.

Moved by: Councillor Martyn
Seconded by: Deputy Warden Mennill

RESOLVED THAT the November 9, 2021, report titled, 2021 3rd Quarter Performance, submitted by the Director of Financial Services, be received and filed for information.

- Motion Carried.

6.5 **Approval for Official Plan Amendment No. 11, Part of Lot 5, South side of Smith, Part of Lot 5, North Side of Erie, Geographic Village of Port Stanley, now Municipality of Central Elgin – Manager of Planning**

The Manager of Planning reviewed File No. CE OPA 11-21 and found that the proposed Official Plan Amendment is consistent with the Provincial Policy Statement 2020 and conforms to the County of Elgin Official Plan.

Moved by: Councillor Martyn
Seconded by: Councillor Jones

RESOLVED THAT Council approves Official Plan Amendment No.11 to the Municipality of Central Elgin Official Plan, File No. CE OPA 11-21; and,

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

- Motion Carried.

6.6 **Contract Award - Administration Building - Accessibility Elevator Addition and Basement Public Accessibility Washroom and Elevator Decommissioning Project – General Manager of EPE/Deputy CAO**

The General Manager of Engineering, Planning, and Enterprise/Deputy CAO presented the bid results for the Administration Building - Accessibility Elevator Addition and Basement Public Accessibility Washroom and Elevator Decommissioning Project.

Moved by: Councillor McPhail
Seconded by: Deputy Warden Mennill

RESOLVED THAT the report “Contract Award - Administration Building - Accessibility Elevator Addition and Basement Public Accessibility Washroom and Elevator Decommissioning Project” be received for information, and;

THAT Elgin Contracting and Restoration Ltd. be selected for the Administration Building Accessibility Elevator Addition and Basement Public Accessibility Washroom and Elevator Decommissioning Project, Tender No. 2021-T27-RB at a total price of \$4,617,000.00 (exclusive of HST); and,

THAT the Warden and Chief Administrative Officer be authorized to sign the respective contract.

- Motion Carried.

6.7 **Completed Services for Older Adults Study – Legislative Services Coordinator**

The Legislative Services Coordinator presented the final report and recommendations from the Services for Older Adults Study.

Moved by: Councillor Purcell
Seconded by: Councillor Giguère

RESOLVED THAT the report titled “Completed Services for Older Adults Study” from the Legislative Services Coordinator, dated November 3, 2021, be received and filed.

- Motion Carried.

6.8 **Increase in Billing Rate – County Prosecutor – Chief Administrative Officer**

The Chief Administrative Officer presented a report regarding the billing rate of the County Prosecutor.

Moved by: Councillor Jones
Seconded by: Councillor McPhail

RESOLVED THAT Elgin County Council authorize an increase in the Billing Rate for the County Prosecutor to \$155.00 per hour, effective January 1, 2022; and

THAT the Chief Administrative Officer be directed to send notification of this increase to Elgin’s Local Municipal Partners, the City of St. Thomas, and any other entity to whom prosecution services are rendered.

- Motion Carried.

6.9 **COVID-19 Emergency Team Planning – October Update – Chief Administrative Officer**

The Chief Administrative Officer provided an update on the County’s COVID-19 response.

Moved by: Councillor French
Seconded by: Councillor Ketchabaw

RESOLVED THAT the November 3, 2021, report titled, “COVID-19 Emergency Team Planning – October Update”, submitted by the Chief Administrative Officer, be received and filed for information.

- Motion Carried.

7. COUNCIL CORRESPONDENCE

7.1 **Items for Consideration**

7.1.1 CUPE Ontario with a letter regarding their concerns with OMERS’ investment performance and asking Council to pass a motion calling for a third-party expert review of OMERS.

7.1.2 The Municipality of Dutton Dunwich with a letter requesting that the County of Elgin perform a study to determine the feasibility of a PXO on Currie Road near Mary Street in Dutton.

Moved by: Councillor Jones
Seconded by: Councillor McPhail

RESOLVED THAT staff be directed to perform a study to determine the feasibility of a PXO on Currie Road near Mary Street in Dutton.

- Motion Carried.

- 7.1.3 The Joint Accessibility Advisory Committee with a letter regarding accessible parking on Furnival Road in Rodney.

Moved by: Councillor Giguère
Seconded by: Councillor Ketchabaw

RESOLVED THAT Correspondence Items #7.1.1 – 7.1.3 be received and filed.

- Motion Carried.

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

- 7.2.1 MPP Yurek with an announcement regarding the expansion of community paramedicine for long-term care in Elgin County.
- 7.2.2 County of Elgin Homes with their November 2021 Newsletter.
- 7.2.3 County of Elgin with an invitation for their Housing and Homelessness Forum.

Moved by: Councillor Jones
Seconded by: Councillor French

RESOLVED THAT Correspondence Items #7.2.1 – 7.2.3 be received and filed.

- Motion Carried.

8. **OTHER BUSINESS**

8.1 **Statements/Inquiries by Members**

Councillor Ketchabaw requested Council's endorsement to submit a ministerial delegation request regarding gas tax properties at the Ontario Good Roads Association Conference or the Rural Ontario Municipal Association Conference.

8.2 **Notice of Motion**

None.

8.3 **Matters of Urgency**

8.3.1 **Disaster Mitigation & Adaptation Fund Application – Letter of Support Request from the Municipality of Central Elgin**

With the consent of Council, the Chief Administrative Officer presented a request from the Municipality of Central Elgin that the County of Elgin provide a letter of support for Central Elgin's application to the Disaster Mitigation & Adaptation Fund.

Moved by: Councillor Purcell
Seconded by: Councillor French

RESOLVED THAT the Warden be directed to provide a letter of support for the Municipality of Central Elgin's Disaster Mitigation and Adaptation Fund (DMAF) application for shoreline and harbour protection works in addition to storm sewer capacity and control enhancements.

- Motion Carried.

9. CLOSED MEETING ITEMS

Moved by: Councillor Ketchabaw
Seconded by: Councillor Giguère

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 – Purchasing.

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 – Shared Services.

In-Camera Item #3

(b) personal matters about an identifiable individual, including municipal or local board employees; (d) labour relations or employee negotiations – Organizational Update

- Motion Carried.

Councillor Martyn left the meeting after Closed Meeting Items #1-2.

10. MOTION TO RISE AND REPORT

Moved by: Councillor Purcell
Seconded by: Councillor French

RESOLVED THAT we do now rise and report.

- Motion Carried.

In-Camera Item #1 – Purchasing

Moved by: Councillor Jones
Seconded by: Deputy Warden Mennill

RESOLVED THAT the report be received; and

THAT staff proceed as directed.

- Motion Carried.

In-Camera Item #2 – Shared Services

Moved by: Councillor Giguère
Seconded by: Councillor Ketchabaw

RESOLVED THAT staff proceed as directed.

- Motion Carried.

In-Camera Item #3 – Organizational Update

Moved by: Councillor French
Seconded by: Councillor Jones

RESOLVED THAT the verbal update from the Chief Administrative Officer be received;
and

THAT staff proceed as directed.

- Motion Carried.

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

Moved by: Councillor Purcell
Seconded by: Councillor Ketchabaw

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

- Motion Carried.

12. CONSIDERATION OF BY-LAWS

12.1 By-Law 21-40 – 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 November 9, 2021 Meeting.

Moved by: Councillor Jones
Seconded by: Councillor French

RESOLVED THAT By-Law No. 21-40 be now read a first, second and third time and finally passed.

- Motion Carried.

13. ADJOURNMENT

Moved by: Councillor Giguère
Seconded by: Councillor Purcell

RESOLVED THAT we do now adjourn at 11:09 a.m. to meet again on November 23, 2021 at 9:00 a.m.

- Motion Carried.

Julie Gonyou,
Chief Administrative Officer.

Tom Marks,
Warden.