

ELGIN COUNTY COUNCIL

MINUTES

March 8, 2022

Elgin County Council met this 8th day of March 2022. The meeting was held in a hybrid in-person/electronic format with Councillors and staff participating as indicated below.

Council Present: Warden Mary French (Council Chambers)
Deputy Warden Tom Marks (Council Chambers)
Councillor Duncan McPhail (Council Chambers)
Councillor Bob Purcell (Council Chambers)
Councillor Sally Martyn (Council Chambers)
Councillor Grant Jones (Council Chambers)
Councillor Dave Mennill (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 (Council Chambers)
Stephen Gibson, County Solicitor (electronic)
Nick Loeb, Senior Counsel (electronic)
Katherine Thompson, Manager of Administrative Services/Deputy Clerk (Council Chambers)
Stephanie Godby, Manager of Human Resources (Council Chambers)
Al Reitsma, Manager of Information Technology Services (electronic)
Jeff Lawrence, Tree Commissioner/Weed Inspector (electronic)
Jenna Fentie, Legislative Services Coordinator (Council Chambers)
Delany Leitch, Legislative Services Coordinator (Council Chambers)

1. CALL TO ORDER

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

2. ADOPTION OF MINUTES

Moved by: Councillor Mennill
Seconded by: Councillor Jones

RESOLVED THAT the minutes of the meeting held on February 22, 2022 be adopted.

- Motion Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None.

4. PRESENTING PETITIONS, PRESENTATIONS AND DELEGATIONS

4.1 Oxford, Elgin & Perth Joint Municipal Paramedic Services Deployment Review – Performance Concepts Consulting

Todd MacDonald, President, Performance Concepts Consulting presented the findings and recommendations of the Oxford, Elgin & Perth Municipal Paramedic Services Deployment Review.

Moved by: Councillor Ketchabaw
Seconded by: Deputy Warden Marks

RESOLVED THAT the presentation titled "Oxford, Elgin & Perth Joint Municipal Paramedic Services Deployment Review" from Performance Concepts Consulting be received and filed.

- Motion Carried.

5. COMMITTEE OF THE WHOLE

Moved by: Councillor Giguère
Seconded by: Councillor Martyn

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 (February) and COVID-19 Update – Warden French

Warden French presented a high-level summary of the County's response to the pandemic as well as a list of events and meetings attended on behalf of County Council.

Moved by: Councillor Jones
Seconded by: Councillor Purcell

RESOLVED THAT the report titled "Warden's Activity Report (February) and COVID-19 Update" dated February 28, 2022 from Warden French be received and filed for information.

- Motion Carried.

6.2 Tree Commissioner/Weed Inspector Quarterly Report October – December 2021 – Tree Commissioner/Weed Inspector

The Tree Commissioner/Weed Inspector presented the report summarizing the activity related to the Elgin County Woodlands Conservation By-Law for the period of October 1, 2021 to December 31, 2021 and weed inspection for the same period.

Moved by: Councillor Jones
Seconded by: Councillor Martyn

RESOLVED THAT the report titled "Tree Commissioner/Weed Inspector Quarterly Report October – December 2021" dated February 15, 2022 from the Tree Commissioner/Weed Inspector be received and filed for information.

- Motion Carried.

6.3 Tree Commissioner/Weed Inspector Year End Report 2021 – Tree Commissioner/Weed Inspector

The Tree Commissioner/Weed Inspector presented the report summarizing the activity related to the Elgin County Woodlands Conservation By-Law and weed inspection for 2021.

Moved by: Councillor Ketchabaw
Seconded by: Councillor Martyn

RESOLVED THAT the report titled "Tree Commissioner/Weed Inspector Year End Report 2021" dated February 15, 2022 from the Tree Commissioner/Weed Inspector be received and filed for information; and

THAT staff be directed to prepare a report for a future County Council meeting that contemplates a County-wide strategy for the treatment of gypsy moth.

- Motion Carried.

6.4 **Heart Health Month Contest – Manager of Human Resources**

The Manager of Human Resources presented the report highlighting the Heart Health Month Contest that took place during the month of February.

Moved by: Councillor Mennill
Seconded by: Councillor Giguère

RESOLVED THAT the report titled “Heart Health Month Contest” dated March 8, 2022 from the Manager of Human Resources be received and filed for information.

- Motion Carried.

6.5 **Setting the Framework for Library Lease Renewals – Director of Community and Cultural Services**

The Director of Community and Cultural Services provided a presentation seeking Council direction on a path forward for library lease renewals for 2023 and beyond.

Moved by: Councillor Jones
Seconded by: Councillor Purcell

RESOLVED THAT the presentation titled “Setting the Framework for Library Lease Renewals” dated March 8, 2022 from the Director of Community and Cultural Services be received and filed; and

THAT a standardized lease rate of \$17 per square foot be established for all ten library facilities; and

THAT notice be provided to local municipal partners and the Port Stanley Festival Theatre regarding the need to execute new lease agreements for Elgin County Library branches by the end of 2022.

- Motion Carried.

6.6 **Execution of Lease Extension Agreement for Aylmer Library – Director of Community and Cultural Services**

The Director of Community and Cultural Services presented the report recommending that County Council authorize a lease extension for the Aylmer Library with the Town of Aylmer to expire on December 31, 2022.

Moved by: Councillor Ketchabaw
Seconded by: Councillor Martyn

RESOLVED THAT the Warden and Chief Administrative Officer be authorized to execute a lease extension for Aylmer Library with the Town of Aylmer to expire on December 31, 2022.

- Motion Carried.

6.7 **Parking By-Law Amendment – General Manager of Engineering, Planning & Enterprise/Deputy CAO**

The General Manager of Engineering, Planning & Enterprise/Deputy CAO presented the report recommending the establishment of a restricted parking zone on John Street for a distance of 20 metres north of Walnut Street to improve sight lines for turning movements.

Moved by: Councillor Martyn
Seconded by: Councillor Jones

RESOLVED THAT the report titled "Parking By-Law Amendment – John Street (CR 73)" dated February 28, 2022 from the General Manager of Engineering, Planning & Enterprise/Deputy CAO be received and filed; and

THAT By-Law 20-05 Being a Consolidated By-Law for the regulation of traffic including parking on County Roads be amended to include:

- 20.33 County Road #73 (John Street), west side, from the north property limits of Walnut Street for a distance of 20 metres northerly.

- Motion Carried.

6.8 **Transportation Master Plan – Phase 1 Report – General Manager of Engineering, Planning & Enterprise/Deputy CAO**

The General Manager of Engineering, Planning & Enterprise/Deputy CAO presented the Phase 1 report of the Elgin County Transportation Master Plan and provided an update on the next phases of the study.

Moved by: Councillor Mennill
Seconded by: Councillor Giguère

RESOLVED THAT the report titled "Transportation Master Plan – Phase 1 Report" dated March 8, 2022 from the General Manager of Engineering, Planning & Enterprise/Deputy CAO be received and filed.

- Motion Carried.

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

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

Moved by: Councillor Martyn
Seconded by: Councillor Jones

RESOLVED THAT the report titled "COVID-19 Emergency Team Planning – February Update" dated March 2, 2022 from the Chief Administrative Officer be received and filed.

- Motion Carried.

6.10 **2022 Action Plan Elgin County Council – Chief Administrative Officer**

The Chief Administrative Officer presented the 2022 County Council Action Plan for Council's review and approval.

Moved by: Councillor Ketchabaw
Seconded by: Councillor Purcell

RESOLVED THAT the report titled "2022 Action Plan Elgin County Council" dated March 1, 2022 from the Chief Administrative Officer be received and filed.

THAT Council approve the 2022 Action Plan as presented.

- Motion Carried.

6.11 **Rural Education Task Force Draft Report – Chief Administrative Officer**

The Chief Administrative Officer presented the Rural Education Task Force Draft Report to Council in advance of the Thames Valley District School Board's review. It is anticipated that a final draft will be presented to County Council at future meeting for formal endorsement following the approval of the report by the Thames Valley District School Board.

Moved by: Councillor Purcell
Seconded by: Councillor McPhail

RESOLVED THAT the recommendation in the report titled “Rural Education Task Force Report” from the Chief Administrative Officer dated March 2, 2022 be amended.

- Motion Carried.

Moved by: Councillor Purcell
Seconded by: Councillor McPhail

WHEREAS Councillor Martyn, an Elgin County Council appointed representative of the Thames Valley District School Board (TVDSB)’s Rural Education Task Force, requested that a copy of the Rural Education Task Force Draft Report be presented to Elgin County Council at its meeting on March 8, 2022; and

WHEREAS Councillor Martyn is seeking Council’s support, in principle, for the Rural Education Task Force Draft Report, it is understood that the report has not yet been presented and approved by the TVDSB and it is anticipated that the Rural Education Task Force Final Report will be presented to County Council at a future meeting for formal endorsement;

NOW, THEREFORE BE IT RESOLVED

THAT the report titled “Rural Education Task Force Draft Report” dated March 2, 2022 from the Chief Administrative Officer be received and filed; and

THAT Elgin County Council receive and file the draft Rural Education Task Force Draft Report.

- Motion Carried.

7. COUNCIL CORRESPONDENCE

7.1 Items for Consideration

None.

7.2 Items for Information (Consent Agenda)

7.2.1 Town of Aurora with a letter to The Honourable Doug Ford requesting the dissolution of the Ontario Land Tribunal.

7.2.2 The County of Prince Edward with a resolution requesting action related to “Renovictions” and other bad faith evictions.

7.2.3 County of Elgin Homes March 2022 Newsletter.

7.2.4 SWIFT Monthly Project Update – January 2022.

Moved by: Councillor Jones
Seconded by: Councillor Mennill

RESOLVED THAT Correspondence Items #7.2.1- 7.2.4 be received and filed; and

THAT staff be directed to provide a follow-up report with respect to the Ontario Land Tribunal and LPAT reform.

- Motion Carried.

8. OTHER BUSINESS

8.1 Statements/Inquiries by Members

- 1) Councillors discussed the requests for delegations at the Ontario Good Roads Conference in April 2022. Councillors consented to requesting delegations regarding the removal of the Highway 3 bypass designation through the Municipality of Central Elgin, Elgin Regional Transit Implementation Funding, Wonderland Road/Ron McNeil Line/Highway 3 Implementation Funding to be led by Deputy Warden Marks with the assistance of other Councillors attending the conference.

Councillor Ketchabaw also suggested a delegation request with the Ministry of Natural Resources and Forestry regarding gas tax properties.

- 2) Councillor McPhail requested a report from the Director of Information Technology Services requesting an update on the County's IT department.

Moved by: Councillor McPhail
Seconded by: Councillor Giguère

RESOLVED THAT the Director of Information Technology Services be directed to provide a comprehensive report to Council detailing departmental improvements over the past year and future plans at the next County Council meeting.

- Motion Carried.

8.2 Notice of Motion

None.

8.3 Matters of Urgency

The Chief Administrative Officer requested that Council consider two (2) additional closed session items regarding Financial Services and Organizational Review as allowed under the Municipal Act Section 239 (2).

Moved by: Councillor Purcell
Seconded by: Councillor Jones

RESOLVED THAT Elgin County Council consider two additional closed session items 1) Financial Services and 2) Organizational Review as allowed under Municipal Act Section 239 (2).

- Motion Carried.

9. CLOSED MEETING ITEMS

Moved by: Deputy Warden Marks
Seconded by: Councillor Martyn

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

(a) the security of the property of the municipality or local board; (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; (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 – Property Matter.

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 – Financial Services

In-Camera Item #3

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

- Motion Carried.

10. MOTION TO RISE AND REPORT

Moved by: Councillor Mennill
Seconded by: Councillor Ketchabaw

RESOLVED THAT we do now rise and report.

- Motion Carried.

In-Camera Item #1 – Property Matter

Moved by: Councillor Jones
Seconded by: Deputy Warden Marks

RESOLVED THAT the confidential report be received.

- Motion Carried.

In-Camera Item #2 – Financial Services

Moved by: Councillor Ketchabaw
Seconded by: Councillor Giguère

RESOLVED THAT staff proceed as directed.

- Motion Carried.

In-Camera Item #3 – Organizational Review

Moved by: Councillor Jones
Seconded by: Councillor McPhail

RESOLVED THAT staff proceed as directed.

- Motion Carried.

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

Moved by: Councillor Mennill
Seconded by: Councillor Martyn

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

- Motion Carried.

12. CONSIDERATION OF BY-LAWS

12.1 By-Law No. 22-15 – Adoption of the 2022 Budget

BEING a By-Law to Provide for the Adoption of the 2022 Budget of the Corporation of the County of Elgin and to Establish the 2022 Tax Ratios, and 2022 Tax Rates

for the said Corporation of the County of Elgin and its Constituent Lower-Tier Municipalities.

Moved by: Councillor Ketchabaw
Seconded by: Councillor Mennill

RESOLVED THAT By-Law No. 22-15 be now read a first, second and third time and finally passed.

- Motion Carried.

12.2 **By-Law No. 22-16 – Parking By-Law Amendment**

To Amend the Schedule to By-Law No. 20-05 Being a Consolidated By-Law for the Regulation of Traffic Including Parking on County Roads.

Moved by: Councillor Martyn
Seconded by: Deputy Warden Marks

RESOLVED THAT By-Law No. 22-16 be now read a first, second and third time and finally passed.

- Motion Carried.

12.3 **By-Law No. 22-17 – 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 8, 2022 Meeting.

Moved by: Councillor Jones
Seconded by: Councillor Mennill

RESOLVED THAT By-Law No. 22-17 be now read a first, second and third time and finally passed.

- Motion Carried.

13. **ADJOURNMENT**

Moved by: Deputy Warden Marks
Seconded by: Councillor Purcell

RESOLVED THAT we do now adjourn at 12:17 p.m. to meet again on March 22, 2022 at 9:00 a.m.

- Motion Carried.

Julie Gonyou,
Chief Administrative Officer.

Mary French,
Warden.