

## ELGIN COUNTY COUNCIL

### MINUTES

**June 14, 2022**

Elgin County Council met this 14<sup>th</sup> day of June 2022 at the Elgin County Administration Building. 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 Grant Jones (Council Chambers)  
Councillor Sally Martyn (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 CAO (Council Chambers)  
Michele Harris, Director of Homes and Seniors Services (Council Chambers)  
Stephen Gibson, County Solicitor (Council Chambers)  
Katherine Thompson, Manager of Administrative Services/Deputy Clerk (Council Chambers)  
Mike Hoogstra, Purchasing Coordinator (Virtual)  
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: Deputy Warden Marks

RESOLVED THAT the minutes of the meeting held on May 24, 2022 be adopted.

- Motion Carried.

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

None.

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

None.

#### 5. COMMITTEE OF THE WHOLE

Moved by: Councillor Jones  
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 (May) and COVID-19 Update – Warden French**

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

Moved by: Councillor Purcell  
Seconded by: Councillor Ketchabaw

RESOLVED THAT the report titled "Warden's Activity Report (May) and COVID-19 Update" dated June 6, 2022 from Warden French be received and filed.

- Motion Carried.

6.2 **Procurement Activity Report (January 1, 2022 to March 31, 2022) – Purchasing Coordinator**

The Purchasing Coordinator presented the report detailing the exercises of delegated authority for contract awards that exceeded \$15,000, including amendments and renewals, between January 1, 2022 and March 31, 2022.

Moved by: Councillor Mennill  
Seconded by: Councillor Jones

RESOLVED THAT the report titled "Procurement Activity Report (January 1, 2022 to March 31, 2022)" dated May 31, 2022 from Purchasing Coordinator be received and filed.

- Motion Carried.

6.3 **Elgin / 1342961 Ontario Inc – Approval of Commercial Lease – Elgin County Administration Building (Suite 313 / Storage Room 34) – County Solicitor**

The County Solicitor presented the report informing Council that consensus has been reached with 1342961 Ontario Inc. as to the terms and conditions of a new two-year commercial lease for Suite 313 and Storage Room 34 within the Elgin County Administration Building and seeking approval for preparation and execution of a formal Lease Agreement to give effect to such terms and conditions.

Moved by: Councillor Martyn  
Seconded by: Councillor Giguère

RESOLVED THAT the Report to Council, dated May 30, 2022, and entitled "Elgin / 1342961 Ontario Inc.– Approval of Commercial Lease – Elgin County Administration Building (Suite 313 / Storage Room 34)" be received and filed;  
and

THAT retroactive to May 1, 2022, Elgin County Council approve a new commercial Lease Agreement between 1342961 Ontario Inc. and Elgin County in relation to Suite 313 and Storage Room 34 at 450 Sunset Drive, St. Thomas, Ontario, such Lease Agreement to provide for, amongst other terms, a two-year Term commencing May 1, 2022 and annual rents of \$43,866.00 and \$44,755.20, 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 Corporation of the County of Elgin.

- Motion Carried.

6.4 **Elgin / Alzheimer Society Southwest Partners – Approval of Commercial Lease – Elgin County Administration Building (Suites 229, 232, and 237-1 / Storage Room 344) – County Solicitor**

The County Solicitor presented the report informing Council that consensus has been reached with Alzheimer Society Southwest Partners as to the terms and conditions of a new commercial lease for Suites 229, 232, and 237-1 as well as Storage Room 344 within the Elgin County Administration Building and seeking approval for preparation and authorization for execution of a formal Lease Agreement to give effect to such terms and conditions.

Moved by: Councillor Purcell  
Seconded by: Deputy Warden Marks

RESOLVED THAT the report to Council, dated May 30, 2022, and entitled “Elgin / Alzheimer Society Southwest Partners – Approval of Commercial Lease – Elgin County Administration Building (Suites 229, 232, and 237-1 / Storage Room 344)” be received and filed; and

THAT retroactive to May 1, 2022, Elgin County Council approve a new commercial Lease Agreement between Alzheimer Society Southwest Partners and Elgin County in relation to Suites 229, 232, and 237-1 as well as Storage Room 344 at 450 Sunset Drive, St. Thomas, Ontario, such as Lease Agreement to provide for, amongst other terms, a one-year Term commencing May 1, 2022, with a further one-year renewal at the option of the Tenant and generating annual rents of \$21,613.70 and \$22,467.06, 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 Corporation of the County of Elgin.

- Motion Carried.

6.5 **Welcome Home Video Campaign – Interim Manager of Economic Development & Tourism**

Moved by: Councillor Ketchabaw  
Seconded by: Councillor McPhail

RESOLVED THAT the report titled “Welcome Home Video Campaign” dated June 6, 2022 from the Interim Manager of Economic Development & Tourism be deferred to the June 28, 2022 Council meeting.

- Motion Carried.

6.6 **Transportation Master Plan – Road Rationalization – General Manager of Engineering, Planning & Enterprise (EPE) / Deputy CAO**

The General Manager of Engineering, Planning, & Enterprise / Deputy CAO presented the report outlining draft recommendations for road and bridge rationalization and seeking Council endorsement in principle to implement transfers and direct staff to meet with local senior staff to review the transfers and develop an asset transfer protocol.

Moved by: Councillor Mennill  
Seconded by: Councillor Ketchabaw

RESOLVED THAT staff be directed to immediately advance the County Road Rationalization Study and meet with Local Municipal Partner staff and Mayors to discuss written feedback provided by Local Municipal Partners, examine draft Road Rationalization Study recommendations as prepared by IBI Group, and discuss jurisdictional impacts and concerns; and

THAT feedback received from Local Municipal Partners be used to inform an Implementation Action Plan and / or Asset Transfer Protocol for consideration by the Elgin County Budget Committee and Elgin County Council in 2022.

- Motion Carried.

6.7 **2022 Warden's Charity Golf Tournament – Chief Administrative Officer**

The Chief Administrative Officer presented the report considering Councillor Mennill's request to hold a Charity Golf Tournament in 2022.

Moved by: Councillor Jones  
Seconded by: Councillor Martyn

RESOLVED THAT the report titled "2022 Warden's Charity Golf Tournament" from the Chief Administrative Officer, dated June 1, 2022 be received and filed.

- Motion Carried.

6.8 **County of Elgin Cyber Incident – Chief Administrative Officer**

The Chief Administrative Officer presented the report summarizing the County of Elgin Cyber Incident and lessons learned from the situation.

Moved by: Councillor Ketchabaw  
Seconded by: Councillor Giguère

RESOLVED THAT the report titled "County of Elgin Cyber Incident" dated June 2022 from the Chief Administrative Officer be received and filed for information.

- Motion Carried.

6.9 **Fixing Long-Term Care Act, 2021 Phase 1 Regulations – Chief Administrative Officer**

The Chief Administrative Officer presented the report providing County Council with an overview of the new *Fixing Long-Term Care Act, 2021 (Act)* and Phase 1 of the Regulations under the Act and highlighting a new screening requirement under the Act and Regulation for Councillors, related to Vulnerable Sector Check and offence declarations.

Moved by: Deputy Warden Marks  
Seconded by: Councillor Martyn

RESOLVED THAT the report titled "Fixing Long-Term Care Act, 2021 Phase 1 Regulations" dated June 1, 2022 from the Chief Administrative Officer and Director of Homes and Seniors Services be received and filed.

- Motion Carried.

6.10 **2022 Council Action Plan & Staff Operational Plan – Chief Administrative Officer**

The Chief Administrative Officer presented the report outlining the County's 2022 Council Action Plan and Staff Operational Plan.

Moved by: Councillor Jones  
Seconded by: Councillor Ketchabaw

RESOLVED THAT the 2022 Council Action Plan & Staff Operational Plan be approved.

- Motion Carried.

6.11 **Integrity Commissioner/Closed Meeting Investigator/Ombudsman Services – Chief Administrative Officer**

The Chief Administrative Officer presented the report recommending that the County issue a joint Request for Proposal with interested Local Municipal Partners to secure a new service provider to fulfill the role of Integrity Commissioner, Closed Meeting Investigator, and Municipal Ombudsman in light of the notice of contract termination provided by the current contractor, Independent Resolutions, Inc.

Moved by: Councillor Ketchabaw  
Seconded by: Councillor Jones

RESOLVED THAT the report titled “Integrity Commissioner/Closed Meeting Investigator/Ombudsman Services” dated June 3, 2022, submitted by the Chief Administrative Officer, be received and filed; and

THAT staff be directed to draft a Request for Proposal for Integrity Commissioner, Closed Meeting Investigator and Municipal Ombudsman to be issued jointly on behalf of Elgin County and any interested local municipal partners.

- Motion Carried.

**7. COUNCIL CORRESPONDENCE**

7.1 **Items for Consideration**

7.1.1 Letter from Dutton & District Lions Non-Profit Housing Inc. requesting the County of Elgin examine safety issues at the drainage ditch in front of the Caledonia TWO Seniors Apartment Building, 29475 Pioneer Line, Dutton ON.

Moved by: Councillor Purcell  
Seconded by: Deputy Warden Marks

RESOLVED THAT staff be directed to complete a review of the drainage ditch in front of 29745 Pioneer Line, Dutton, specifically as it pertains to the installation of a drainage pipe and safety concerns.

- Motion Carried.

7.1.2 Resolution from the Town of Aylmer regarding joining the CEMC and Fire Training Program administered by the County of Elgin.

Moved by: Councillor Martyn  
Seconded by: Councillor Ketchabaw

RESOLVED THAT a proposed Agreement regarding County-delivered CEMC, or Community Emergency Management Coordination, and fire training program be drafted and sent to the Town of Aylmer.

- Motion Carried.

7.1.3 Resolution from the Town of Aylmer regarding Respecting Payments in Lieu (PIL) Calculations.

Moved by: Councillor McPhail  
Seconded by: Deputy Warden Marks

RESOLVED THAT the correspondence dated June 2, 2022 from the Town of Aylmer regarding Payments in Lieu be received and filed.

- Motion Carried.

7.1.4 Resolution from the Township of Malahide requesting that Elgin County Council conduct speed and traffic counts on Ron McNeil Line at the west

village limit in support of extending the 50km/hr speed limit westerly beyond the built-up residential area.

Moved by: Councillor Mennill

Seconded by: Councillor Giguère

RESOLVED THAT staff be directed to conduct a review of speed and traffic counts on Ron McNeil Line at the west village limit in support of extending the 50km/hr speed limit westerly beyond the built-up residential area.

- Motion Carried.

- 7.1.5 Resolution from the Township of Malahide with respect to the Notice of Decision received from the County of Elgin for the Malahide Official Plan Amendment No. 20.

Moved by: Councillor Giguère

Seconded by: Councillor Jones

RESOLVED THAT the correspondence dated June 6, 2022 from the Township of Malahide be received and filed.

- Motion Carried.

## 7.2 Items for Information

- 7.2.1 Letter from Bonnie Rowe, Chair of Elder Abuse Elgin, with a letter and supporting materials introducing "Future Us: A Pan-Canadian Roadmap to the Prevention of Elder Abuse", a national engagement strategy led by the Canadian Network for the Prevention of Elder Abuse.

- 7.2.2 Letter from Marcus Ryan, Vice Chair and Jim Collard, Secretary -Treasurer of Community Schools Alliance with a call for nominations to the Executive Committee of the Alliance for 2022.

Moved by: Councillor Jones

Seconded by: Councillor Purcell

RESOLVED THAT Correspondence Items #7.2.1-7.2.2 be received and filed.

- 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 AMO Conference Delegations – Councillor Purcell requested that the Warden meet with the Minister of Long-Term Care regarding long-term care issues. Councillor Jones requested a delegation with the Minister of Health regarding rural physician recruitment.

- 8.3.2 Council expressed its congratulations to Elgin-Middlesex-London MPP-elect Rob Flack. The Warden will send correspondence on behalf of Council.

**9. CLOSED MEETING ITEMS**

Moved by: Councillor Ketchabaw  
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

*(b) personal matters about an identifiable individual, including municipal 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 – Long-Term Care*

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 – Land Ambulance Services*

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 – Financial Services*

In-Camera Item #4

*(c) a proposed or pending acquisition or disposition of land by the municipality or local board – Land Acquisition*

In-Camera Item #5

*(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 – Contract Negotiations*

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 – Long-Term Care*

In-Camera Item #7

*(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations to be carried on by or on behalf of the municipality or local board – Legal Services*

In-Camera Item #8

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

In-Camera Item #9

*(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; and (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations to be carried on by or on behalf of the municipality or local board – Property Matter*

- Motion Carried.

**10. MOTION TO RISE AND REPORT**

Moved by: Councillor Mennill  
Seconded by: Councillor Jones

RESOLVED THAT we do now rise and report.

- Motion Carried.

In-Camera Item #1 – Long-Term Care

Moved by: Councillor McPhail  
Seconded by: Deputy Warden Marks

RESOLVED THAT staff proceed as directed.

- Motion Carried.

In-Camera Item #2 – Land Ambulance Services

Moved by: Councillor Martyn  
Seconded by: Councillor Giguère

RESOLVED THAT staff proceed as directed.

- Motion Carried.

In-Camera Item #3 – Financial Services

Moved by: Councillor Jones  
Seconded by: Councillor Ketchabaw

RESOLVED THAT staff proceed as directed.

- Motion Carried.

In-Camera Item #4 – Land Acquisition

Moved by: Councillor Martyn  
Seconded by: Councillor Purcell

RESOLVED THAT staff proceed as directed.

- Motion Carried.

In-Camera Item #5 – Contract Negotiations

Moved by: Councillor Jones  
Seconded by: Councillor Giguère

RESOLVED THAT staff proceed as directed.

- Motion Carried.

In-Camera Item #6 – Long-Term Care

Moved by: Councillor Ketchabaw  
Seconded by: Councillor Mennill

RESOLVED THAT staff proceed as directed.

- Motion Carried.



In-Camera Item #7 – Legal Services

Moved by: Councillor Jones  
Seconded by: Deputy Warden Marks

RESOLVED THAT staff proceed as directed.

- Motion Carried.

In-Camera Item #8 – Organizational Update

Moved by: Councillor Purcell  
Seconded by: Councillor Mennill

RESOLVED THAT staff proceed as directed.

- Motion Carried.

Stephen Gibson, County Solicitor/Deputy Clerk acted as Clerk for the following item:

In-Camera Item #9 – Property Matter

Moved by: Councillor Giguère  
Seconded by: Councillor Jones

RESOLVED THAT the report from staff be received.

- Motion Carried.

**11. ADOPTION OF SPECIAL MEETING MINUTES**

Moved by: Councillor Ketchabaw  
Seconded by: Councillor Mennill

RESOLVED THAT the minutes of the Special Meeting held on June 8, 2022 be adopted.

- Motion Carried.

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

Moved by: Deputy Warden Marks  
Seconded by: Councillor Jones

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

- Motion Carried.

**13. CONSIDERATION OF BY-LAWS**

**13.1 By-Law No. 22-26 – Fees and Charges**

BEING a By-Law to Provide a Schedule of Services and Activities Subject to Fees and Charges by the County of Elgin and to Repeal By-Law No. 21-16.

Moved by: Councillor Purcell  
Seconded by: Councillor Mennill

RESOLVED THAT By-Law No. 22-26 be now read a first, second and third time and finally passed.

- Motion Carried.

13.2 **By-Law No. 22-27 – 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 June 14, 2022 Meeting.

Moved by: Deputy Warden Marks  
Seconded by: Councillor Jones

RESOLVED THAT By-Law No. 22-27 be now read a first, second and third time and finally passed.

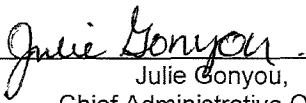
- Motion Carried.


14. **ADJOURNMENT**

Moved by: Councillor McPhail  
Seconded by: Deputy Warden Marks

RESOLVED THAT we do now adjourn at 12:17pm to meet again on June 28, 2022 at 9:00 a.m.

- Motion Carried.

  
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Julie Gonyou,  
Chief Administrative Officer.

  
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Tom Marks,  
Deputy Warden.