ELGIN COUNTY COUNCIL

MINUTES

August 9, 2022

Elgin County Council met this 9th day of August 2022 at the Masonic Centre of Elgin, 42703 Fruit Ridge Line, St. Thomas ON. The meeting was held in a hybrid format with Councillors and staff participating as indicated below.

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

Staff Present: Julie Gonyou, Chief Administrative Officer (Masonic Centre)
Brian Lima, General Manager of Engineering, Planning & Enterprise/Deputy CAO (Masonic Centre)
Amy Thomson, Director of Human Resources (Masonic Centre)
Jennifer Ford, Director of Financial Services/Treasurer (Virtual)
Stephen Gibson, County Solicitor (Virtual)
Nicholas Loeb, Senior Legal Counsel (Virtual)
Jenna Fentie, Manager of Administrative Services (Masonic Centre)
Delany Leitch, Business Enterprise Facilitator (Masonic Centre)

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 Ketchabaw

RESOLVED THAT the minutes of the meeting held on July 26, 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: Deputy Warden Marks

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

- Motion Carried.

6. REPORTS OF COUNCIL, OUTSIDE BOARDS AND STAFF

6.1 Organizational Culture Initiative – Update & Draft HR Policy – Director of Human Resources

The Director of Human Resources provided County Council with an update on the organizational culture work that is presently underway, and presented the draft Civility & Respect – Policy and Procedures Against Harassment and Discrimination for Council's review and endorsement.

Moved by: Councillor Martyn
Seconded by: Councillor Giguère

RESOLVED THAT HR Policy 2.80 and 2.80.1 – Civility and Respect – Policy & Procedures against Harassment and Discrimination be approved as drafted by the County Management Team; and

THAT previously approved HR Policies 2.80 (Workplace Harassment and Discrimination Policy & Procedure), 2.80.1 (Commitment to Civil Workplace Environment and Workplace Interactions), and associated appendices 2.80a and 2.80b be replaced in entirety following an internal legal review of the new and amended policies; and

THAT the report titled "Organizational Culture Initiative – Update & Draft HR Policy" dated August 9, 2022 from the Director of Human Resources be received and filed.

- Motion Carried.

6.2 December 2022 Council Meeting Date Change – Manager of Administrative Services

The Manager of Administrative Services presented the report recommending that the December 8, 2022 County Council Meeting be moved to December 7, 2022.

Moved by: Councillor Mennill
Seconded by: Councillor Jones

RESOLVED THAT the report titled "December 2022 Council Meeting Date Change" dated August 3, 2022 from the Manager of Administrative Services be received and filed for information; and

THAT Elgin County Council consent to a change in the Council Meeting Schedule for the second meeting in December from December 8, 2022 to December 7, 2022 at 9:00 a.m. with public notice issued.

- Motion Carried.

6.3 Traffic Study – Village of Port Stanley – General Manager of Engineering, Planning & Enterprise/Deputy CAO

The General Manager of Engineering, Planning & Enterprise/Deputy CAO presented the report detailing the results of the completed traffic study along County Roads between July 27, 2022 and August 3, 2022 at nine (9) locations within the Village of Port Stanley.

Moved by: Councillor McPhail
Seconded by: Councillor Mennill

RESOLVED THAT the report titled "Traffic Study – Village of Port Stanley" dated August 3, 2022 from the General Manager of Engineering, Planning, & Enterprise/Deputy CAO be received and filed; and

THAT staff be directed to prepare a follow-up report to County Council on September 14, 2022 detailing costs and maintenance considerations associated

with a pilot project including traffic calming measures on East Road in Port Stanley.

- Motion Carried.

6.4 **Corporate Asset Management Plan – General Manager of Engineering, Planning & Enterprise/Deputy CAO**

The General Manager of Engineering, Planning, & Enterprise/Deputy CAO presented the County's Corporate Asset Management Plan for Council's endorsement, and recommended that the plan be submitted to the Ministry of Infrastructure Ontario.

Moved by: Councillor Martyn
Seconded by: Councillor Giguère

RESOLVED THAT the report titled "Corporate Asset Management Plan" dated August 3, 2022 from the General Manager of Engineering, Planning & Enterprise/Deputy CAO be received and filed; and

THAT the Corporate Asset Management Plan be endorsed for submission to the Ministry of Infrastructure Ontario; and

THAT staff be directed to proceed with the Plan as outlined in support of future budget developments.

- Motion Carried.

6.5 **Centennial Avenue and Elm Line Roundabout Revised Landscaping Options – General Manager of Engineering, Planning & Enterprise/Deputy CAO**

The General Manager of Engineering, Planning & Enterprise/Deputy CAO presented the report detailing two (2) additional landscaping options for the Centennial Avenue and Elm Line Roundabout as requested by County Council at their July 26, 2022 meeting.

Moved by: Councillor Mennill
Seconded by: Councillor Jones

RESOLVED THAT the report titled "Centennial Avenue and Elm Line Roundabout Revised Landscaping Options" dated August 3, 2022 from the General Manager of Engineering, Planning & Enterprise/Deputy CAO be received and filed; and

THAT Council direct staff to proceed with Option 1 – Naturalized Habitat for the roundabout at Centennial Ave and Elm Line with an estimated capital cost of $55,000, and an estimated annual maintenance cost of $1,000.

- Motion Carried.

6.6 **Appointment of Deputy Clerk and Deputy Clerks (Alternate) and Appointment of Treasurer and Deputy Treasurer – Chief Administrative Officer**

The Chief Administrative Officer presented the report seeking approval and authorization for updated By-Laws appointing a Deputy Clerk and Deputy Clerks (alternate) and a Treasurer and Deputy Treasurer.

Moved by: Councillor Purcell
Seconded by: Councillor Ketchabaw

RESOLVED THAT the report titled "Appointment of Deputy Clerk and Deputy Clerks (Alternate) and Appointment of Treasurer and Deputy Treasurer" dated July 28, 2022 from the Chief Administrative Officer be received and filed; and

THAT County Council approve and authorize By-Law 22-37 "Being a By-Law to Appoint a Deputy Clerk and Deputy Clerks (Alternate) for the Corporation of the County of Elgin and to Repeal By-Law No. 21-43"; and

THAT County Council approve and authorize By-Law 22-38 "Being a By-Law to Appoint at Treasurer and Deputy Treasurer for the Corporation of the County of Elgin and to Repeal By-Law No. 21-44".

- Motion Carried.

7. COUNCIL CORRESPONDENCE

7.1 Items for Consideration

None.

7.2 Items for Information

7.2.1 Southwestern Public Health Annual Report 2021

7.2.2 Thames Valley District School Board Accommodation Plan 2022.

7.2.3 Jill Vienneau, Assistant Deputy Minister, Ministry of Infrastructure with an update regarding the Accelerated High-Speed Internet Program (AHSIP) announcement.

7.2.4 Elgin County Long-Term Care Homes Job Fair Poster

Moved by: Councillor Martyn
Seconded by: Councillor Jones

RESOLVED THAT correspondence items 7.2.1 – 7.2.4 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

None.

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

(a) the security of the property of the municipality or local board – Security of Property

In-Camera Item #2

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

In-Camera Item #3

(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 (Walk-On)

- Motion Carried.

Council recessed at 9:55 a.m. and reconvened at 10:05 a.m.

10. MOTION TO RISE AND REPORT

Moved by: Councillor Ketchabaw
Seconded by: Councillor Mennill

RESOLVED THAT we do now rise and report.

- Motion Carried.

In-Camera Item #1 – Security of Property

Moved by: Councillor Martyn
Seconded by: Councillor McPhail

RESOLVED THAT the confidential report from the Chief Administrative Officer be received.

- Motion Carried.

In-Camera Item #2 – Organizational Update

Moved by: Councillor Jones
Seconded by: Councillor Purcell

RESOLVED THAT staff proceed as directed.

- Motion Carried.

The Chief Administrative Officer left the meeting in advance of discussion of In-Camera Item #3. The County Solicitor acted as Clerk.

In-Camera Item #3 – Property Matter

Moved by: Councillor Giguère
Seconded by: Deputy Warden Marks

RESOLVED THAT the report from staff be received.

- 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.

- Motion Carried.

12. CONSIDERATION OF BY-LAWS

12.1 By-Law No. 22-37 – Appointment of Deputy Clerk and Deputy Clerks (Alternate)

BEING a By-Law to Appoint a Deputy Clerk and Deputy Clerks (Alternate) for the Corporation of the County of Elgin and to Repeal By-Law No. 21-43.

Moved by: Councillor Purcell
Seconded by: Deputy Warden Marks

RESOLVED THAT By-Law No. 22-37 be now read a first, second and third time and finally passed.

- Motion Carried.

12.2 By-Law No. 22-38 – Appointment of Treasurer and Deputy Treasurer

BEING a By-Law to Appoint a Treasurer and Deputy Treasurer for the Corporation of the County of Elgin and to Repeal By-Law No. 21-44.

Moved by: Councillor Mennill
Seconded by: Councillor Giguère

RESOLVED THAT By-Law No. 22-38 be now read a first, second and third time and finally passed.

- Motion Carried.

12.3 By-Law No. 22-39 – 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 August 9, 2022 Meeting.

Moved by: Councillor Jones
Seconded by: Councillor Martyn

RESOLVED THAT By-Law No. 22-39 be now read a first, second and third time and finally passed.

- Motion Carried.

14. ADJOURNMENT

Moved by: Deputy Warden Marks
Seconded by: Councillor Ketchabaw

RESOLVED THAT we do now adjourn at 10:52 a.m. to meet again on August 23, 2022 at 9:00 a.m.

- Motion Carried.

Julie Gonyou
Julie Gonyou,
Chief Administrative Officer.

Mary French
Mary French,
Warden.