



Elgin County Council

Minutes

May 14, 2024, 9:00 a.m.

Council Chambers

450 Sunset Drive

St. Thomas ON

Members Present: Warden Ed Ketchabaw
Deputy Warden Grant Jones
Councillor Dominique Giguère
Councillor Mark Widner
Councillor Jack Couckuyt
Councillor Andrew Sloan
Councillor Todd Noble
Councillor Mike Hentz
Councillor Richard Leatham

Staff Present: Blaine Parkin, Chief Administrative Officer/Clerk
Amy Thomson, Director of Human Resources
Nicholas Loeb, Director of Legal Services
Andrea Loughlean, Manager of Emergency Management & Elgin-Middlesex Regional Fire School
Paul Hicks, Acting Manager of Planning (virtual)
Katherine Thompson, Manager of Administrative Services/Deputy Clerk
Mike Hoogstra, Manager of Purchasing and Risk
Jenna Fentie, Legislative Services Coordinator
Stefanie Heide, Legislative Services Coordinator

1. Call to Order

The meeting was called to order at 9:00 a.m. with Warden Ketchabaw in the chair.

2. Adoption of Minutes

Moved by: Councillor Hentz
Seconded by: Councillor Leatham

RESOLVED THAT the minutes of the meeting held on April 30, 2024 be adopted.
Motion Carried.

3. Disclosure of Pecuniary Interest and the General Nature Thereof

Councillor Widner declared a pecuniary interest in regards to Item 6.7 - Acting Manager of Planning - PS 24-8 - CE OPA 1-24; 14000 Belmont Road. Councillor Widner will not participate in the discussion or vote on this item.

4. Presenting Petitions, Presentations and Delegations

4.1 Retirement Recognition - Cheryl Fish, Health Recruiter, St. Thomas - Elgin Health Recruitment Partnership

Warden Ketchabaw, Deputy Warden Jones, and Councillor Couckuyt presented Cheryl Fish with a Retirement Certificate and congratulated her

on her retirement after 11 years as the Health Recruiter for the St. Thomas - Elgin Health Recruitment Partnership Committee.

5. Committee of the Whole

Moved by: Councillor Couckuyt
Seconded by: Councillor Noble

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

Motion Carried.

6. Reports of Council, Outside Boards and Staff

6.1 Warden Ketchabaw - Warden's Activity Report (April 2024)

Warden Ketchabaw presented the report detailing his activities for the month of April 2024.

Moved by: Deputy Warden Jones
Seconded by: Councillor Leatham

RESOLVED THAT the report titled "Warden's Activity Report (April 2024)" from Warden Ketchabaw dated April 29, 2024 be received and filed.

Motion Carried.

6.2 Warden Ketchabaw - 2024 Community Grant Program Allocations

Warden Ketchabaw presented the report detailing the 2024 Community Grant Program Allocations for Council's consideration.

Moved by: Councillor Sloan
Seconded by: Councillor Widner

RESOLVED THAT Elgin County Council approve the 2024 Community Grant Program allocations as proposed by the Rural Initiatives and Planning Advisory Committee.

Motion Carried.

6.3 Manager of Procurement & Risk - Procurement Activity Report Q1 (January 1, 2024 to March 31, 2024)

The Manager of Procurement & Risk presented the report containing the details relevant to the exercise of delegated authority for all contracts awarded that exceed \$15,000 during the period of January 1, 2024 to March 31, 2024.

Moved by: Councillor Hentz
Seconded by: Councillor Noble

RESOLVED THAT the report titled "Procurement Activity Report Q1 (January 1, 2024 to March 31, 2024)" from the Manager of Procurement & Risk dated May 14, 2024 be received and filed.

Motion Carried.

6.4 Manager of Emergency Management & Elgin-Middlesex Regional Fire School - 2023 Emergency Management Compliance

The Manager of Emergency Management & Elgin-Middlesex Regional Fire School presented the report notifying Council that all requirements of compliance were met and Elgin County's 2023 Emergency Management compliance submission was successful.

Moved by: Councillor Leatham
Seconded by: Councillor Giguère

RESOLVED THAT the report titled “2023 Emergency Management Compliance” from the Manager of Emergency Management & Elgin-Middlesex Regional Fire School dated May 14, 2024 be received and filed.

Motion Carried.

6.5 Director of Legal Services - LS 24-6 Land Ambulance Agreement – Medavie EMS

The Director of Legal Services presented the report that recommends that Council award and approve a single-source contract for the provision of Land Ambulance Services to Medavie EMS Ontario Inc. for the period of January 2, 2024 - December 21, 2026 with an option to extend for an additional three-year term.

Moved by: Deputy Warden Jones

Seconded by: Councillor Widner

RESOLVED THAT the report titled “LS 24-6 Land Ambulance Agreement – Medavie EMS” from the Director of Legal Services dated May 14, 2024 be received and filed; and

THAT Council of the County of Elgin award a single-source contract for the provision of Land Ambulance Services to Medavie EMS Ontario Inc. for the period of January 1, 2024 to December 31, 2026, with an option to extend for an additional three-year term, in the annual amount of \$12,708,248 subject to CPI Adjustments in the years 2025 and 2026; and

THAT Council of the County of Elgin authorize the Warden and the Chief Administrative Officer to execute an agreement substantially in the form of the contract attached to this report.

Motion Carried.

6.6 Acting Manager of Planning - PS 24-9 - 34T-SO2401 – 4431 Union Road

The Acting Manager of Planning presented the report that provides County Council with information required to consider granting draft plan approval to the plan of subdivision by the Applicant Barbara G. Rosser, Planning Consultant, on behalf of the Owner Domus Developments (London) Inc., for County File No. 34T-SO2401.

Moved by: Councillor Sloan

Seconded by: Councillor Hentz

RESOLVED THAT the report titled “PS 24-9 – 34T-SO2401 – 4431 Union Road” from the Acting Manager of Planning dated May 14, 2024 be received and filed; and

THAT the Council of the Corporation of the County of Elgin grants draft plan approval to the Draft Plan of Subdivision by Cyril J. Demeyere Ltd. on behalf of Domus Developments (London) Inc. and dated December 21, 2023; and

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

Motion Carried.

6.7 Acting Manager of Planning - PS 24-8 – CE OPA 1-24; 14000 Belmont Road

Councillor Widner abstained from discussion and voting on Item 6.7.

The Acting Manager of Planning presented the report providing Council with the information required in order to make a decision on the Municipality of Central Elgin's Official Plan Amendment No. 2.

Moved by: Councillor Sloan
Seconded by: Councillor Giguère

RESOLVED THAT the report titled "PS 24-8 – CE OPA 1-24; 14000 Belmont Road" from the Acting Manager of Planning dated May 14, 2024 be received and filed; and

THAT the Council of the Corporation of the County of Elgin approves Official Plan Amendment No. 2 to the Official Plan of the Municipality of Central Elgin; and

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

Motion Carried.

6.8 Acting Manager of Planning - PS 24-10 – Elgin County Official Plan Adoption

The Acting Manager of Planning presented the report providing Council with the information required to make a decision on the adoption of the new Elgin County Official Plan.

Moved by: Deputy Warden Jones
Seconded by: Councillor Noble

RESOLVED THAT the report titled "PS 24-10 – Elgin County Official Plan Adoption" from the Acting Manager of Planning dated May 14, 2024 be received and filed; and

THAT the Council of the Corporation of the County of Elgin approves By-Law No. 24-17, being a by-law to adopt a new Official Plan for the County of Elgin; and

THAT staff be directed to prepare the statutory record in accordance with the requirements of the *Planning Act* to be submitted to the Minister of Municipal Affairs and Housing for approval.

Motion Carried.

7. Council Correspondence

7.1 Items for Consideration

7.1.1 Flag Raising and Proclamation Letter of Request from Elgin County Pride

Moved by: Deputy Warden Jones
Seconded by: Councillor Sloan

RESOLVED THAT the Council of the Corporation of the County of Elgin support the request from Elgin County Pride to hold a flag raising on Tuesday, August 6, 2024 and proclaim August 5 - 11, 2024 as Elgin County Pride Week.

Motion Carried.

7.1.2 Flag Raising and Proclamation Request Documents from ChildCan

Moved by: Councillor Noble
Seconded by: Councillor Leatham

RESOLVED THAT the Council of the Corporation of the County of Elgin support the request from Childcan to hold a flag raising on Tuesday, September 10, 2024 and proclaim September 2024 as Childhood Cancer Awareness month.

Motion Carried.

7.1.3 Resolution from Municipality of Bayham, re: Plank Road Traffic Safety Measures

Moved by: Councillor Widner
Seconded by: Councillor Hentz

RESOLVED THAT Engineering Services Staff be directed to investigate a variety of traffic safety measures on Plank Road from Edison to Oak and provide a report to Elgin County Council at a future meeting.

Motion Carried.

7.2 Items for Information (Consent Agenda)

Moved by: Councillor Hentz
Seconded by: Councillor Noble

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

Motion Carried.

7.2.1 Western Ontario Warden's Caucus (WOWC) Media Release - WOWC Unveils 2024 Priorities and WOWC 2024-2025 Priorities Report

7.2.2 Elgin County Museum - Oneida Nation of the Thames Mural Launch Invitation

8. Other Business

8.1 Statements/Inquiries by Members

8.1.1 Warden Ketchabaw - May 10, 2024 Minister's Meeting Update

Warden Ketchabaw provided an update to Council on the May 10, 2024 meeting of the Growth Planning Steering Committee with the Minister of Transportation, Prabmeet Sarkaria, and the Associate Minister of Housing, Rob Flack. Warden Ketchabaw stated that the County provided a short presentation to the Ministers detailing the regional impacts and expectations regarding the Volkswagen Power Co. growth and the expected road impacts and where enhancements would be needed to deal with the expected increase in traffic. Warden Ketchabaw stated that Deputy Warden Jones and the Director of Engineering escorted the Ministers on a sixty-five (65) kilometre tour around the area and the affected sites including Yarmouth Centre Road, Ron McNeil Line, Highbury Avenue, and the Broccolini site. Warden Ketchabaw stated that the presentation and tour were well-received by the Ministers and while there are no specific commitments from the Ministry at this time that it opened the door to explain the County's concerns regarding development impacts on County infrastructure and the areas in which the County will need assistance.

Deputy Warden Jones stated that he concurred with the Warden's statements. Deputy Warden Jones stated that the infrastructure decisions of the next five years will have effects for the next 50 years and are important for longevity and accessibility of the area, especially

for our farming communities and the challenges they will face with the transportation network.

Councillor Noble stated that the meeting with the Ministers went really well and that he was impressed with the level of engagement from the Minister of Transportation and how forthcoming with information he was.

The Chief Administrative Officer stated that the day was successful on the whole and that both Ministers were extremely engaged with members of Council and staff. The Chief Administrative Officer stated that he thought that the Ministers took away the message that the County of Elgin is wanting to work collaboratively with the Province and plan for that growth and assist in coordinating with Local Municipal Partners on the infrastructure that's required to support that growth and to achieve Provincial goals.

Councillor Widner stated that he watched the Growth Planning Steering Committee remotely and that the Director of Engineering did an excellent job in the presentation and that many farmers have concerns about how traffic changes will impact their operations and it is important they have the opportunity to voice these concerns to the Province.

8.1.2 Warden Ketchabaw - Rosy Rhubarb Festival

Warden Ketchabaw stated that Edison Fest in Vienna is June 1, 2024 and Rosy Rhubarb in Shedden is June 8 and 9, 2024 and that this is just the start of the Festival Season with many more to come.

8.2 Notice of Motion

None.

8.3 Matters of Urgency

None.

9. Closed Meeting Items

Moved by: Councillor Noble
Seconded by: Councillor Hentz

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):

Closed Meeting Item #1 - Closed Meeting Minutes - April 30, 2024

Closed Meeting Item #2 - Collective Bargaining update (verbal)

(d) labour relations or employee negotiations

Motion Carried.

9.1 Closed Meeting Minutes - April 30, 2024

9.2 Director of Human Resources - Collective Bargaining update (verbal)

10. Motion to Rise and Report

Moved by: Councillor Noble
Seconded by: Councillor Leatham

RESOLVED THAT we do now rise and report.

Motion Carried.

Closed Meeting Item #1 - Closed Meeting Minutes, April 30, 2024

Moved by: Deputy Warden Jones

Seconded by: Councillor Sloan

RESOLVED THAT the April 30, 2024 Closed Meeting Minutes be adopted.

Motion Carried.

Closed Meeting Item #2 - Collective Bargaining update (verbal)

Moved by: Councillor Sloan

Seconded by: Councillor Noble

RESOLVED THAT the confidential report from the Director of Human Resources be received for information.

Motion Carried.

11. Motion to Adopt Recommendations from the Committee of the Whole

Moved by: Councillor Widner

Seconded by: Councillor Giguère

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. 24-17 Official Plan Adoption

BEING a By-Law to Provide for the Adoption of the Official Plan for the County of Elgin.

Moved by: Councillor Leatham

Seconded by: Councillor Sloan

RESOLVED THAT By-Law No. 24-17 be now read a first, second, and third time and finally passed.

Motion Carried.

12.2 By-Law 24-18 Confirmation

BEING a By-Law to Confirm Proceedings of the Municipal Council of the Corporation of the County of Elgin at the May 14, 2024 Meeting.

Moved by: Councillor Noble

Seconded by: Deputy Warden Jones

RESOLVED THAT By-Law No. 24-18 be now read a first, second, and third time and finally passed.

Motion Carried.

13. Adjournment

Moved by: Councillor Widner

Seconded by: Councillor Leatham

RESOLVED THAT we do now adjourn at 10:21 a.m. to meet again on May 28, 2024 at 9:00 a.m.

Motion Carried.

Blaine Parkin,
Chief Administrative Officer/Clerk.

Ed Ketchabaw,
Warden.