



Elgin County Council

Minutes

**June 11, 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
Brian Masschaele, Director of Community & Cultural Services
Nicholas Loeb, Director of Legal Services
Peter Dutchak, Director of Engineering Services
Paul Hicks, Acting Manager of Planning (virtual)
Katherine Thompson, Manager of Administrative Services/Deputy Clerk
Madeleine Howard, Curator
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 Leatham
Seconded by: Councillor Couckuyt

RESOLVED THAT the minutes of the meeting held on May 28, 2024 and closed meeting minutes from May 28, 2024 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: Deputy Warden Jones
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 (May 2024)

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

Warden Ketchabaw stated that in May 2024 Deputy Warden Jones attended a meeting on his behalf with the City of London and the surrounding area to discuss economic development, homelessness, and various other issues with the outcome being to solicit interest for a joint meeting with a multi-ministerial delegation at the 2024 Association of Municipalities of Ontario (AMO) Conference. Warden Ketchabaw stated that notes from this meeting would be distributed to the County of Elgin Chief Administrative Officer/Clerk and that there would likely be follow-up meetings.

Moved by: Councillor Noble

Seconded by: Deputy Warden Jones

RESOLVED THAT the report titled "Warden's Activity Report (May 2024) from Warden Ketchabaw dated May 31, 2024 be received and filed.

Motion Carried.

6.2 Curator - Elgin County Museum Collections Management Policy Approval

The Curator presented the report recommending updates to Elgin County Museum's Collections Management Policy that was last updated in 2006.

Moved by: Councillor Hentz

Seconded by: Councillor Leatham

RESOLVED THAT the Elgin County Museum's Collections Management Policy as attached as Appendix A to the report titled "Elgin County Museum Collections Management Policy Approval" from the Curator dated June 11, 2024 be hereby adopted.

Motion Carried.

6.3 Acting Manager of Planning - PS 24 – 12 – Condominium Exemption from Draft Plan Approval – Compass Trail Phase 3

The Acting Manager of Planning presented the report providing County Council with information required to consider issuing a final approval to the Compass Trail Phase 3 plan of condominium in the Village of Port Stanley.

Moved by: Councillor Noble

Seconded by: Councillor Sloan

RESOLVED THAT the report titled "PS 24-12 – Condominium Exemption from Draft Plan Approval – Compass Trail Phase 3" from the Acting Manager of Planning dated June 11, 2024 be received and filed; and

THAT the Council of the Corporation of the County of Elgin grants, in accordance with Section 9 of the Condominium Act, an exemption to draft plan approval for a draft plan of a phased condominium on Block 65, Plan 11M-241, Part of Lot 1, Concession 1, Geographic Village of Port Stanley, Municipality of Central Elgin for lands contained in Block 65 for the development of a further 13 units; and

THAT staff be directed to prepare and issue a certificate of exemption, and sign and submit the final plans to the Land Registry Office in accordance with the requirements of the Planning Act and Condominium Act.

Motion Carried.

6.4 Acting Manager of Planning - PS 24-13 – Condominium Exemption from Draft Plan Approval – Kokomo Beach Club (100 The Promenade)

The Acting Manager of Planning presented the report providing Council with information required to consider issuing a final approval to the Kokomo Beach Club (100 The Promenade) plan of condominium in the Village of Port Stanley.

Warden Ketchabaw made a statement that today marks the last day of Paul Hicks as the Acting Manager of Planning and thanked Mr. Hicks for his extensive support of the County of Elgin since his start with the County in January 2022.

Moved by: Councillor Noble

Seconded by: Deputy Warden Jones

RESOLVED THAT the report titled “PS 24-13 - Condominium Exemption from Draft Plan Approval - Kokomo Beach Club (100 The Promenade)” from the Acting Manager of Planning dated June 11, 2024 be received and filed; and

THAT the Council of the Corporation of the County of Elgin grants, in accordance with Section 9 of the Condominium Act, an exemption to draft plan approval for a draft plan of a phased condominium on Part of Block 66, Plan 11M-247 and Part of Block 61, Plan 11M-259, Geographic Village of Port Stanley, Municipality of Central Elgin for the development of a 68-unit condominium; and

THAT staff be directed to prepare and issue a certificate of exemption, and sign and submit the final plans to the Land Registry Office in accordance with the requirements of the Planning Act and Condominium Act.

Motion Carried.

6.5 Director of Engineering - Plank Road (Vienna) – Speed Management Options

The Director of Engineering presented the comprehensive report to Council providing a general discussion of speed management options for County road locations through built up areas and an investigation into a variety of potential traffic safety measures along Plank Road within the Village of Vienna from Edison Street to Oak Street, as directed by Council at the May 14, 2024 meeting of County Council.

Moved by: Councillor Noble

Seconded by: Councillor Widner

RESOLVED THAT the report titled “Plank Road (Vienna) – Speed Management Options” from the Director of Engineering Services, dated June 11, 2024 be received and filed; and

THAT staff work with local municipal staff to install additional roadway speed signage, roadway speed marking and edge line painting on Plank Road within Vienna as discussed in the report. The roadway speed markings are considered a pilot trial and staff will report on their effectiveness at a future meeting.

Motion Carried.

6.6 Manager of Administrative Services/Deputy Clerk - Municipal Flag Protocol and Proclamation Policy

The Manager of Administrative Services/Deputy Clerk presented the report providing Council with the necessary information to make a decision on the recommendation to replace the Community Flag Raising and Flag Protocol Policy (1.3) with a revised policy that also includes procedures and processes for proclamations and lighting the County of Elgin Administration building.

Moved by: Councillor Hentz
Seconded by: Deputy Warden Jones

RESOLVED THAT the report titled “Municipal Flag Protocol and Proclamation Policy” from the Manager of Administrative Services/Deputy Clerk dated May 31, 2024 be received and filed; and

THAT Council replace the Community Flag Raising and Flag Protocol Policy (1.3) with the revised Municipal Flag Protocol and Proclamation Policy (1.3).

Motion Carried.

7. Council Correspondence

7.1 Items for Consideration

None.

7.2 Items for Information (Consent Agenda)

None.

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

9.1 Closed Meeting Minutes - May 28, 2024

10. Motion to Rise and Report

None.

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

Moved by: Councillor Noble
Seconded by: Councillor Sloan

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. 24-22 - Confirmation

BEING a By-Law to Confirm Proceedings of the Municipal Council of the Corporation of the County of Elgin at the June 11, 2024 Meeting.

Moved by: Councillor Hentz
Seconded by: Deputy Warden Jones

RESOLVED THAT By-Law No. 24-22 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 9:54 a.m. to meet again on June 25, 2024 at 9:00 a.m.

Motion Carried.

Blaine Parkin,
Chief Administrative Officer/Clerk.

Ed Ketchabaw,
Warden.