



Elgin County Council

Minutes

**July 23, 2024, 9:00 a.m.
Council Chambers
450 Sunset Drive
St. Thomas ON**

Members Present: Warden Ed Ketchabaw
Councillor Dominique Giguère
Councillor Mark Widner
Councillor Jack Couckuyt
Councillor Todd Noble
Councillor Mike Hentz
Councillor Richard Leatham

Members Absent: Deputy Warden Grant Jones
Councillor Andrew Sloan

Staff Present: Blaine Parkin, Chief Administrative Officer/Clerk
Brian Masschaele, Director of Community & Cultural Services
Amy Thomson, Director of Human Resources
Jennifer Ford, Director of Financial Services/Treasurer
Nicholas Loeb, Director of Legal Services
Peter Dutchak, Director of Engineering Services
Mat Vaughan, Director of Planning and Development
Katherine Thompson, Manager of Administrative Services/Deputy Clerk
Andrea Loughlean, Manager of Emergency Management & Elgin-Middlesex Regional Fire School
Jenna Fentie, Legislative Services Coordinator
Séanin Steele, Digital Services Librarian

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 July 9, 2024 be adopted.
Motion Carried.

3. Disclosure of Pecuniary Interest and the General Nature Thereof

Councillor Widner declared a conflict of interest with respect to Item #6.8.
Councillor Widner will not participate in the discussion or vote on this item.

4. Presenting Petitions, Presentations and Delegations

4.1 Kate Burns Gallagher, Executive Director, Western Ontario Wardens' Caucus (WOWC) - WOWC Annual Update

The Executive Director of the Western Ontario Wardens' Caucus provided a presentation detailing the Caucus' activities and priorities for 2024.

Moved by: Councillor Noble
Seconded by: Councillor Couckuyt

RESOLVED THAT the presentation from the Executive Director of the Western Ontario Wardens' Caucus be received and filed.

Motion Carried.

5. Committee of the Whole

Moved by: Councillor Hentz
Seconded by: Councillor Giguère

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 June 2024

Warden Ketchabaw presented the report detailing his activities as Elgin County Warden in June 2024.

Moved by: Councillor Leatham
Seconded by: Councillor Widner

RESOLVED THAT the report titled "Warden's Activity Report June 2024" from Warden Ketchabaw dated July 23, 2024 be received and filed.

Motion Carried.

6.2 Councillor Noble - Updates to Joint Accessibility Advisory Committee Terms of Reference

Councillor Noble presented the report seeking Council's approval for changes to the Elgin/Central Elgin Joint Accessibility Advisory Committee's Terms of Reference.

Moved by: Councillor Noble
Seconded by: Councillor Hentz

RESOLVED THAT Council approve the proposed changes to the Joint Accessibility Advisory Committee Terms of Reference as recommended by the Joint Accessibility Advisory Committee; and

THAT these Terms of Reference come into effect upon approval by Elgin County Council and Central Elgin Council.

Motion Carried.

6.3 Digital Services Librarian - Elgin County Library Programming and Partnership Update - July 2024

The Digital Services Librarian provided a presentation detailing the programming and partnership activities of the Elgin County Library, and also provided a brief update regarding the status of the website redevelopment project.

Moved by: Councillor Noble
Seconded by: Councillor Giguère

RESOLVED THAT the presentation titled "Elgin County Library Programming & Partnership Update" from the Digital Services Librarian dated July 23, 2024 be received and filed.

Motion Carried.

6.4 Director of Planning and Development - Township of Malahide Official Plan Amendment No. 24, Township of Malahide, File No. MA OPA 1-24

The Director of Planning and Development presented the report seeking Council's approval of Official Plan Amendment No. 24 to the Official Plan of the Township of Malahide.

Moved by: Councillor Leatham
Seconded by: Councillor Widner

RESOLVED THAT the Council of the Corporation of the County of Elgin approves Official Plan Amendment No. 24 to the Official Plan of the Township of Malahide; and

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

Motion Carried.

6.5 Manager of Emergency Management & Elgin-Middlesex Regional Fire School - Legacy Wells Initiative Year 2 and 3

The Manager of Emergency Management & Elgin-Middlesex Regional Fire School presented the report seeking Council's approval to submit an application to the Ministry of Natural Resource's Legacy Wells Municipal Transfer Payment Program Year 2 and 3 Funding.

Moved by: Councillor Noble
Seconded by: Councillor Widner

RESOLVED THAT the report titled "Legacy Wells Initiative Year 2 and 3" from the Manager of Emergency Management & Elgin-Middlesex Regional Fire School dated July 23, 2024 be received and filed; and

THAT approval be granted for submission of the proposed application for MNRF's Legacy Wells Municipal Transfer Payment Program Year 2 and 3 Funding.

Motion Carried.

6.6 Manager of Emergency Management & Elgin-Middlesex Regional Fire School - Engagement of Modernization of Emergency Management and Civil Protection Act (EMCPA)

The Manager of Emergency Management & Elgin-Middlesex Regional Fire School presented the report seeking Council's feedback on the proposed modernization of the Emergency Management and Civil Protections Act.

Moved by: Councillor Giguère
Seconded by: Councillor Hentz

RESOLVED THAT the report titled "Engagement of Modernization of Emergency Management and Civil Protection Act (EMPCA)" from the Manager of Emergency Management & Elgin – Middlesex Regional Fire School dated July 23, 2024 be received and filed; and

THAT members of Council be respectfully requested to review the

attached Discussion Guide and provide feedback to the Elgin County Emergency Management department, through your municipalities in collaboration with your respective municipal councils, or directly to the Province; and

THAT staff provide County Council with a report summarizing proposed comments for submission at the August 13, 2024 County Council meeting.

Motion Carried.

6.7 Director of Engineering Services - East Road (CR 23) Pedestrian Crossing

Council recessed at 10:00 a.m. and reconvened at 10:25 a.m.

The Director of Engineering Services presented the report that recommends the implementation of a pedestrian crossing, sidewalk extension, and vegetation removal at the intersection of East Road/Joseph Street/Currie Boulevard and Prospect Street within the Village of Port Stanley in order to address concerns about pedestrian and vehicular movements.

Moved by: Councillor Noble

Seconded by: Councillor Leatham

RESOLVED THAT the report titled "East Road (CR 23) Pedestrian Crossing" from the Director of Engineering Services dated July 23, 2024, be received and filed; and

THAT the Municipality of Central Elgin, as a project partner, be requested to fund the cost of extending the sidewalk on the west side of East Road to facilitate the project.

Motion Carried.

6.8 Director of Engineering Services - Calton Line Culvert Replacement

Councillor Widner declared a conflict on this item. (Councillor Widner left the Chambers for this item.)

The Director of Engineering Services presented the report seeking Council's approval to proceed with the replacement of a 2.1 metre diameter steel culvert on Calton Line in the Municipality of Bayham utilizing funds from the Reserves Capital Projects account.

Moved by: Councillor Hentz

Seconded by: Councillor Giguère

RESOLVED THAT the report titled "Calton Line Culvert Replacement" from the Director of Engineering Services dated July 23, 2024 be received and filed; and

THAT staff be authorized and directed to proceed with the replacement of an existing culvert on Calton Line, immediately east of Mitchell Road at an estimated project cost of \$400,000 and funded from the "Reserves Capital Projects" account.

Motion Carried.

6.9 Director of Financial Services/Treasurer - County of Elgin – Reserves and Reserve Fund Policy

The Director of Financial Services/Treasurer presented the Reserves and Reserve Fund Policy for Council's consideration.

Moved by: Councillor Giguère
Seconded by: Councillor Hentz

RESOLVED THAT the report titled “County of Elgin – Reserve and Reserve Fund Policy” from the Director of Finance/Treasurer dated July 23, 2024 be received and filed; and

THAT the Finance Policy 05-04 presented as Reserve and Reserve Fund Policy in Appendix A of the report, as amended, be approved to provide guidance on the general use of the County of Elgin Reserves and Reserve Funds.

Motion Carried.

6.10 Director of Financial Services/Treasurer - County of Elgin – Growth Reserve Policy

The Director of Financial Services/Treasurer presented the Growth Reserve Policy for Council's consideration.

Moved by: Councillor Couckuyt
Seconded by: Councillor Giguère

RESOLVED THAT the report titled “County of Elgin – Growth Reserve Policy” from the Director of Finance/Treasurer dated July 23, 2024 be received and filed, and

THAT the Finance Policy 05-05 presented as Growth Reserve Policy in Appendix A of the report be approved to guide the strategic use of the Growth Reserve

Motion Carried.

7. Council Correspondence

7.1 Items for Consideration

7.1.1 Resolution from the Municipality of Bayham regarding additional on-street No Parking Zones.

Moved by: Councillor Hentz
Seconded by: Councillor Widner

RESOLVED THAT staff be directed to explore the establishment of a No Parking Zone on Fulton Street between Elm Street and Snow Street in Vienna in the Municipality of Bayham, and report back to County Council at a future meeting.

Motion Carried.

7.1.2 Resolution from the Municipality of Central Elgin requesting that the County of Elgin explore the purchase of an asset and work order management software system.

Moved by: Councillor Hentz
Seconded by: Councillor Widner

RESOLVED THAT staff be directed to bring this issue forward at the CAOs level to discuss how asset and work order management software systems may affect existing reporting; and

THAT these findings be brought to a future County Council meeting.

Motion Carried.

7.1.3 Association of Municipalities Ontario (AMO) and Ontario Medical Association (OMA) requesting that Council pass a resolution advocating for a better Ontario healthcare system

Moved by: Councillor Widner
Seconded by: Councillor Couckuyt

WHEREAS the state of health care in Ontario is in crisis, with 2.3 million Ontarians lacking access to a family doctor, emergency room closures across the province, patients being de-rostered and 40% of family doctors considering retirement over the next five years; and

WHEREAS it is becoming increasingly challenging to attract and retain an adequate healthcare workforce throughout the health sector across Ontario; and

WHEREAS Ontario Municipal governments play an integral role in the health care system through responsibilities in public health, long-term care, paramedicine, and other investments; and

WHEREAS the percentage of family physicians practicing comprehensive family medicine has declined from 77 percent in 2008 to 65 percent in 2022; and

WHEREAS per capita health-care spending in Ontario is the lowest of all provinces in Canada; and

WHEREAS a robust workforce developed through a provincial, sector wide health human resources strategy would significantly improve access to health services across the province.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the County of Elgin urges the Province of Ontario to recognize the physician shortage in the County of Elgin and Ontario, to fund health care appropriately and ensure every Ontarian has access to physician care.

Motion Carried.

7.1.4 Proclamation Request from CN Rail in support of Rail Safety Week 2024

Moved by: Councillor Hentz
Seconded by: Councillor Giguère

WHEREAS Rail Safety Week is to be held across Canada from September 23 to 29, 2024;

WHEREAS, 229 railway crossing and trespassing incidents occurred in Canada in 2023; resulting in 66 avoidable fatalities and 39 avoidable serious injuries;

WHEREAS, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

WHEREAS Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

WHEREAS CN and Operation Lifesaver have requested County Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is hereby RESOLVED to support National Rail Safety Week to be held from September 23 to 29, 2024.

Motion Carried.

7.1.5 Correspondence from the Municipality of West Elgin requesting a revised letter of commitment from the County of Elgin to proceed with the relocation of the Rodney Library to the renovated Rodney Old Town Hall upon completion

Moved by: Councillor Hentz
Seconded by: Councillor Giguère

RESOLVED THAT the request for a revised letter of commitment from the County of Elgin Council to proceed with the relocation of the Rodney Library to the renovated Rodney Old Town Hall upon completion be referred to the Director of Community and Cultural Services; and

THAT the Director of Community and Cultural Services work with the Municipality of West Elgin to gather more fulsome information on the project; and

THAT the Director of Community and Cultural Services be directed to provide Council with a report regarding this request including square footage needs, leasing considerations, and requirements to make the facility library ready at a future date of County Council.

Motion Carried.

7.1.6 Correspondence from the Municipality of West Elgin requesting a letter from Elgin County Council and Elgin County Library indicating the additional vacant space required for the West Lorne Library Branch

Moved by: Councillor Widner
Seconded by: Councillor Noble

RESOLVED THAT the resolution from the Municipality of West Elgin regarding the facility expansion of the West Lorne Library be referred to the Director of Community and Cultural Services; and

THAT the Director of Community and Cultural Services be directed to provide a report analyzing the square footage needs, lease considerations, budgetary implications, and requirements to make the facility library ready of the options proposed and that this be done through the lens of library services as a whole in West Elgin.

Motion Carried.

7.2 Items for Information (Consent Agenda)

Moved by: Councillor Noble
Seconded by: Councillor Leatham

RESOLVED THAT Correspondence Items #7.2.1 - 7.2.5 be received and filed.

Motion Carried.

- 7.2.1 **Southwestern Public Health Annual Report 2023**
- 7.2.2 **Ontario Energy Board Notice to Customers of Enbridge Gas Inc.**
- 7.2.3 **Ministry of Municipal Affairs and Housing with an update on Planning Act and Development Charges Act Regulations related to the Cutting Red Tape to Build More Homes Act, 2024 (Bill 185)**
- 7.2.4 **Association of Municipalities Ontario (AMO) Advocacy on Homelessness Encampments**
- 7.2.5 **Letter from Warden Ketchabaw to Lord Elgin on the occasion of his 100th birthday and follow-up correspondence received from Lord Elgin**

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

Councillor Couckuyt left the meeting.

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 - July 9, 2024

Closed Meeting Item #2 - LS 24-10 - Joint Services Agreement

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and (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.

Closed Meeting Item #3 - Human Resources and Employee Metrics Update

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

Motion Carried.

9.1 Closed Meeting Minutes - July 9, 2024

9.2 Director of Legal Service - LS 24-10 – Joint Services Agreement

9.3 Director of Human Resources - Human Resources and Employee Metrics Update

10. Motion to Rise and Report

Moved by: Councillor Leatham

Seconded by: Councillor Hentz

RESOLVED THAT we do now rise and report.

Motion Carried.

Closed Meeting Item #1 - Closed Meeting Minutes

Moved by: Councillor Noble
Seconded by: Councillor Widner

RESOLVED THAT the July 9, 2024 Closed Meeting Minutes be adopted.

Motion Carried.

Closed Meeting Item #2 - LS 24-10 Joint Services Agreement

Moved by: Councillor Noble
Seconded by: Councillor Giguère

RESOLVED THAT staff proceed as directed.

Motion Carried.

Closed Meeting Item #3 - Human Resources and Employee Metrics Update

Moved by: Councillor Widner
Seconded by: Councillor Hentz

RESOLVED THAT the confidential report from the Director of Human Resources be received and filed.

Motion Carried.

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

Moved by: Councillor Noble
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. 24-30 Confirmation

BEING a By-Law to Confirm Proceedings of the Municipal Council of the Corporation of the County of Elgin at the July 23, 2024 Meeting.

Moved by: Councillor Leatham
Seconded by: Councillor Noble

RESOLVED THAT By-Law No. 24-30 be now read a first, second, and third time and finally passed.

Motion Carried.

13. Adjournment

Moved by: Councillor Widner
Seconded by: Councillor Hentz

RESOLVED THAT we do now adjourn at 12:35 p.m. to meet again on August 13, 2024 at 9:00 a.m.

Motion Carried.

Blaine Parkin,
Chief Administrative Officer/Clerk.

Ed Ketchabaw,
Warden.