



**Elgin County Council
Committee of the Whole Meeting
Minutes**

**April 8, 2025, 9:30 a.m.
Council Chambers
450 Sunset Drive
St. Thomas ON**

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

Staff Present: Blaine Parkin, Chief Administrative Officer/Clerk
 Nicholas Loeb, Director of Legal Services
 Michele Harris, Director of Homes and Seniors Services (virtual)
 Jennifer Ford, Director of Financial Services/Treasurer
 Peter Dutchak, Director of Engineering Services
 Mat Vaughan, Director of Planning and Development
 Holly Hurley, Director of People & Culture
 Andrea Loughlean, Manager of Emergency Management &
 Elgin-Middlesex Regional Fire School (virtual)
 Katherine Thompson, Manager of Administrative
 Services/Deputy Clerk
 Jenna Fentie, Legislative Services Coordinator
 Stefanie Heide, Legislative Services Coordinator

1. Meeting Call to Order

The meeting was called to order at 9:26 a.m. with Warden Jones in the chair.

2. Approval of Agenda

Resolution Number: CW25-1

Moved by: Councillor Noble
Seconded by: Councillor Giguère

RESOLVED THAT the agenda for the April 8, 2025 Committee of the Whole Meeting be approved as presented.

Motion Carried.

3. Adoption of Minutes

None.

4. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

5. Members' Motions

None.

6. Reports of Council, Staff or Outside Boards

6.1 Director of Financial Services/Treasurer - Terrace Lodge Redevelopment – Debenture Timeline

The Director of Financial Services/Treasurer presented the report detailing the requirements set out by Infrastructure Ontario (IO) in order to finalize the debenture process for the Terrace Lodge Redevelopment Project.

Resolution Number: CW25-2

Moved by: Deputy Warden Ketchabaw

Seconded by: Councillor Leatham

RESOLVED THAT the report entitled “Terrace Lodge Redevelopment – Debenture Timeline” dated April 8, 2025 be approved by Council; and

THAT the Warden, Chief Administrative Officer/Clerk, and Treasurer be approved to sign the necessary documents once received as per the outlined timelines of Infrastructure Ontario (IO); and

THAT a By-Law be brought forward for Council to approve at the next Council meeting in order to meet the requirements of the debenture.

Motion Carried.

6.2 Director of Engineering Services - Cold In-Place Asphalt Recycling (Tender No. 2025-T10) and Hot Mix Asphalt Paving (Tender No. 2025-T11) - Tender Awards

The Director of Engineering Services presented the report seeking Council's approval to award contracts for Cold In-Place Asphalt Recycling and Hot Mix Asphalt Paving on various county roads.

Resolution Number: CW25-3

Moved by: Councillor Noble

Seconded by: Councillor Couckuyt

RESOLVED THAT Roto-Mill Inc. be selected to complete Cold In-Place Asphalt Recycling on various roads, Tender No. 2025-T10 at a total price of \$2,079,245.30 inclusive of a \$100,000 contingency allowance and exclusive of H.S.T.; and

THAT Brantco Construction be selected to complete Hot Mix Asphalt Paving on various roads, Tender No. 2025-T11 at a total price of \$7,795,770.10 (County Portion) inclusive of a \$250,000 contingency allowance and exclusive of H.S.T.; and

THAT the Warden and Chief Administrative Officer be directed and authorized to sign the contracts.

Motion Carried.

7. Adjournment

Resolution Number: CW25-4

Moved by: Councillor Widner

Seconded by: Councillor Sloan

RESOLVED THAT we do now adjourn at 9:46 a.m. to meet again on April 22, 2025 at 9:30 a.m.

Motion Carried.

Blaine Parkin,
Chief Administrative Officer/Clerk.

Grant Jones,
Warden.