



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

**May 27, 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 (virtual)  
                             Councillor Mark Widner  
                             Councillor Jack Couckuyt  
                             Councillor Todd Noble  
                             Councillor Mike Hentz  
                             Councillor Richard Leatham

Members Absent:     Councillor Andrew Sloan

Staff Present:         Blaine Parkin, Chief Administrative Officer/Clerk  
                             Nicholas Loeb, Director of Legal Services  
                             Michele Harris, Director of Homes and Seniors Services  
                             Brian Masschaele, Director of Community & Cultural Services  
                             Jennifer Ford, Director of Financial Services/Treasurer (virtual)  
                             Peter Dutchak, Director of Engineering Services  
                             Mat Vaughan, Director of Planning and Development (virtual)  
                             Holly Hurley, Director of People & Culture  
                             Carolyn Krahn, Manager of Economic Development, Tourism &  
                             Strategic Initiatives  
                             Katherine Thompson, Manager of Administrative  
                             Services/Deputy Clerk  
                             Diana Morris, Senior Planner  
                             Jenna Fentie, Legislative Services Coordinator  
                             Stefanie Heide, Legislative Services Coordinator

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**1. Meeting Call to Order**

The meeting was called to order at 11:10 a.m. with Warden Jones in the chair.

**2. Approval of Agenda**

**Resolution Number: CW25-20**

Moved by: Deputy Warden Ketchabaw

Seconded by: Councillor Leatham

RESOLVED THAT the agenda for the May 27, 2025 Committee of the Whole Meeting be approved as presented.

Motion Carried.

**3. Adoption of Minutes**

**Resolution Number: CW25-21**

Moved by: Councillor Couckuyt

Seconded by: Councillor Noble

RESOLVED THAT the minutes of the meeting held on May 13, 2025 be adopted.

Motion Carried.

**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 Manager of Economic Development, Tourism & Strategic Initiatives - Elgincentives Community Improvement Plan Review**

The Manager of Economic Development, Tourism & Strategic Initiatives and Jesse McPhail from Re:Public Urbanism presented the report recommending that County Council consider a comprehensive update to the existing Elgincentives Community Improvement Plan.

**Resolution Number: CW25-22**

Moved by: Deputy Warden Ketchabaw

Seconded by: Councillor Noble

RESOLVED THAT Council direct staff to commence the preparation of a comprehensive update to the existing Elgincentives Community Improvement Plan.

Motion Carried.

**6.2 Director of Engineering Services - Tourism Oriented Directional Signage (TODS) Agreement**

The Director of Engineering Services presented the report recommending that the County enter into an agreement with Canadian Tourism Oriented Directional Signage (TODS) to be able to provide tourism business operators in Elgin County with the option of providing directional signage along provincial highways and county roads.

**Resolution Number: CW25-23**

Moved by: Councillor Widner

Seconded by: Councillor Hentz

RESOLVED THAT the Chief Administrative Officer/Clerk and Warden be directed and authorized to enter into the standard agreement with Canadian TODS Limited to provide tourism directional informational signage along County roads.

Motion Carried.

**6.3 Director of Engineering Services - Reduced Speed Zone By-Law Amendment – St. George Street**

The Director of Engineering Services presented the report recommending an amendment to the County's Reduced Speed Zone By-Law to lower the regulatory speed limit on St. George Street (County Road 26) to 30km/hour.

**Resolution Number: CW25-24**

Moved by: Councillor Noble

Seconded by: Deputy Warden Ketchabaw

RESOLVED THAT the reduced speed zone By-Law No. 24-19 be amended to include a 30km/h reduced speed zone on St. George Street (County Road 26) from 50m north of Independent Street to 50m northwest of Hydro Road for a total distance of 460m.

Motion Carried.

**6.4 Senior Planner - Draft Plan of Subdivision 34T-SO2402, Township of Southwold 35743 Horton Street, Shedden**

The Senior Planner presented the report that provides County Council with the information required to consider granting approval to the Draft Plan of Subdivision 34T-SO2402, Township of Southwold, 35743 Horton Street, Shedden.

**Resolution Number: CW25-25**

Moved by: Councillor Hentz  
Seconded by: Councillor Leatham

RESOLVED THAT the Council of the Corporation of the County of Elgin grants draft plan approval to Draft Plan of Subdivision 34T-SO2402, Township of Southwold 35743 Horton Street, Shedden, by Dillon Consulting Limited on behalf of 1873828 Ontario Limited, dated October 31, 2024; and

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

Motion Carried.

**6.5 Senior Planner - Draft Plan of Subdivision 34T-MA23001, Township of Malahide 9270 Rogers Road**

The Senior Planner presented the report that provides County Council with the information required to consider granting approval to the Draft Plan of Subdivision 34T-MA23001, Township of Malahide 9270 Rogers Road.

**Resolution Number: CW25-26**

Moved by: Councillor Widner  
Seconded by: Councillor Giguère

RESOLVED THAT the Council of the Corporation of the County of Elgin grants draft plan approval to Draft Plan of Subdivision 34T-MA23001, Township of Malahide 9270 Rogers Road by Strik, Baldinelli, Moniz Ltd on behalf of Peter and Anita Wiebe, dated November 18, 2024; and

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

Motion Carried.

**6.6 Chief Administrative Officer/Clerk - Radio Working Group Recommendations**

The Chief Administrative Officer/Clerk presented the report recommending that Elgin County assume centralized administration of the fire radio system in collaboration with the Radio System Working Group and initiate the necessary steps to lead procurement and long-term management.

**Resolution Number: CW25-27**

Moved by: Councillor Giguère  
Seconded by: Councillor Widner

RESOLVED THAT the decision regarding the recommendations from the Radio Working Group be deferred until after Council has received the Shared Services Analysis.

Motion Carried.

**7. Adjournment**

**Resolution Number: CW25-28**

Moved by: Councillor Widner  
Seconded by: Councillor Couckuyt

RESOLVED THAT we do now adjourn at 12:05 to meet again on June 10, 2025 at 9:30 a.m.

Motion Carried.

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Blaine Parkin,  
Chief Administrative Officer/Clerk.

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Grant Jones,  
Warden.