



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

**June 10, 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  
                                Councillor Todd Noble  
                                Councillor Mike Hentz  
                                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  
                                Jennifer Ford, Director of Financial Services/Treasurer (virtual)  
                                Peter Dutchak, Director of Engineering Services  
                                Mat Vaughan, Director of Planning and Development  
                                Holly Hurley, Director of People & Culture  
                                Carolyn Krahn, Manager of Economic Development, Tourism &  
                                Strategic Initiatives  
                                Katherine Thompson, Manager of Administrative  
                                Services/Deputy Clerk  
                                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 10:37 a.m. with Warden Jones in the chair.

**2. Approval of Agenda**

**Resolution Number: CW25-29**

Moved by: Councillor Giguère

Seconded by: Deputy Warden Ketchabaw

RESOLVED THAT the agenda for the June 10, 2025 Committee of the Whole Meeting be approved as presented.

Motion Carried.

**3. Adoption of Minutes**

**Resolution Number: CW25-30**

Moved by: Councillor Noble

Seconded by: Councillor Couckuyt

RESOLVED THAT the minutes of the meeting held on May 27, 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 Director of Planning and Development - Consent application delegated authority**

The Director of Planning and Development stated that there were no new updates on the report recommending delegated authority for consent applications but that it had been referred to Committee of the Whole for further discussion.

Tom Marks, Chair of the Land Division Committee, and John Seldon, a Member of the Land Division Committee, spoke to the report voicing their support for the current process and for the authority for all consent applications to remain with the Land Division Committee.

Adam McCallum, a Member of the Public, spoke to the report voicing his experiences with the Elgin County land severance process and the potential benefits of expediting the process for non-contentious consent applications.

**Resolution Number: CW25-31**

Moved by: Councillor Hentz

Seconded by: Councillor Noble

RESOLVED THAT the report titled "Report Consent application delegated authority" from the Director of Planning and Development dated May 13, 2025 be received and filed; and

THAT County Council repeal By-Law No. 24-25 Planning Delegation of Authority and adopt and update the by-law as presented in the report.

Defeated.

**6.2 Manager of Economic Development, Tourism & Strategic Initiatives - Elgin County Tourism Content Policy**

The Manager of Economic Development, Tourism & Strategic Initiatives presented the report recommending a formal policy to guide what content and events are to be included on the Tourism website and in printed tourism materials.

**Resolution Number: CW25-32**

Moved by: Deputy Warden Ketchabaw

Seconded by: Councillor Leatham

RESOLVED THAT Council approve the Elgin County Tourism Content Policy.

Motion Carried.

**7. Adjournment**

**Resolution Number: CW25-33**

Moved by: Councillor Widner

Seconded by: Councillor Giguère

RESOLVED THAT we do now adjourn at 11:24 a.m. to meet again on June 24, 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.