



Elgin County Council
Committee of the Whole Meeting
Minutes

March 24, 2026, 9:30 a.m.
Council Chambers
450 Sunset Drive
St. Thomas ON

Members Present: Warden Dominique Giguère
Deputy Warden Grant Jones
Councillor Ed Ketchabaw
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
Brian Masschaele, Director of Community & Cultural Services
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
Joe Anne Holloway, Director of Homes and Seniors Services
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

1. Meeting Call to Order

The meeting was called to order at 11:01 a.m. with Warden Giguère in the chair.

2. Approval of Agenda

Resolution Number: CW26-30

Moved by: Councillor Leatham
Seconded by: Councillor Noble

RESOLVED THAT the agenda for the March 24, 2026 Committee of the Whole Meeting be approved as presented.

Motion Carried.

3. Adoption of Minutes

Resolution Number: CW26-31

Moved by: Deputy Warden Jones
Seconded by: Councillor Sloan

RESOLVED THAT the minutes of the meeting held on March 10, 2026 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 Community and Cultural Services - CCS 26-02
Unscheduled Closing of County Facilities Policy Approval**

The Director of Community and Cultural Services presented a report for Council's consideration recommending a policy be adopted to guide the decision-making process for closing certain County offices and/or facilities either owned or leased by the County of Elgin, including library branches.

Resolution Number: CW26-32

Moved by: Councillor Ketchabaw
Seconded by: Councillor Widner

RESOLVED THAT the Unscheduled Closing of County Facilities Policy as attached as Appendix A to the report titled "CCS 26-02 Unscheduled Closing of County Facilities Policy Approval" from the Director of Community and Cultural Services dated March 24, 2026 be hereby approved.

Motion Carried.

7. Adjournment

Resolution Number: CW26-33

Moved by: Councillor Widner
Seconded by: Councillor Sloan

RESOLVED THAT we do now adjourn at 11:10 a.m. to meet again on April 14, 2026 at 9:30 a.m.

Motion Carried.



Blaine Parkin,

Chief Administrative Officer/Clerk.



Dominique Giguère,

Warden.