



# Municipality of West Elgin

## Minutes

### Council Meeting

May 9, 2024, 4:00 p.m.

Council Chambers

160 Main Street

West Lorne

**Present:** Mayor Leatham  
Deputy Mayor Tellier  
Councillor Navackas  
Councillor Denning

**Regrets:** Councillor Statham

**Staff Present:** M. Badura, CAO/ Treasurer  
L. Gosnell, Manager of Operations & Community Services  
Robert Brown, Planner  
Terri Towstiuc, Clerk

**Council Meetings are held in-person at 160 Main Street, West Lorne, and the post-meeting recording available at [www.westelgin.net](http://www.westelgin.net), when available (pending no technical difficulties).**

**1. Call to Order**

Mayor Leatham called the meeting to order at 4:00 pm.

**2. Adoption of Agenda**

**Resolution No. 2024- 184**

**Moved:** Councillor Denning

**Seconded:** Councillor Navackas

That West Elgin Council hereby adopts the Regular Council Agenda for May 9, 2024 as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

**4. Adoption of Minutes**

**Resolution No. 2024- 185**

**Moved:** Councillor Navackas

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby adopt the Minutes of April 25, 2024, as presented.

**Carried**

**4.1 Committee and Board Minutes**

**Resolution No. 2024- 186**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby acknowledge receipt of the West Elgin Community Centre Board of Management (Arena) Minutes, April 10, 2024; And the Old Town Hall Committee Minutes, April 18, 2024, as presented.

**Carried**

**5. Business Arising from Minutes**

None.

**6. Staff Reports**

**6.1 Building**

**6.1.1 Monthly Building Report, April 2024**

**Resolution No. 2024- 187**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from Corey Pemberton, CBO Re: Building Department Summary Report for the month of April 2024.

**Carried**

## **6.2 Fire**

### **6.2.1 Monthly Fire Report, April 2024**

#### **Resolution No. 2024- 188**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the Monthly Fire report for April 2024, from Jeff McArthur, Fire Chief re: April 2024 Fire Report, for information purposes.

**Carried**

## **6.3 Municipal Drains**

### **6.3.1 Sherman Drainage Work**

#### **Resolution No. 2024- 189**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Terri Towstiuic, Clerk submitted on behalf of Drainage Superintendent, T. Mohan, Re: Sherman Drain Tender process; And

That Council hereby approve the tender method used, and the contractor selected, being Monden Excavating, for drainage works on the Sherman Drain.

**Carried**

## **6.4 Operations & Community Services**

### **6.4.1 Monthly Operations Report, April 2024**

#### **Resolution No. 2024- 190**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Navackas

That West Elgin Council hereby receives the Monthly Operations Report, April 2024, from Lee Gosnell, Manager of Operations & Community Services for information purposes.

**Carried**

## **6.5 Planning**

### **6.5.1 Severance Application E36-24 – Comments to Elgin County**

#### **Resolution No. 2024- 191**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E36-24 – Comments to Elgin County (Planning Report 2024-12);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E36-24, subject to the Lower-Tier Municipal conditions in Appendix Two of this report;

And further that West Elgin Council directs administration to provide this report as Municipal Comments to the County of Elgin.

**Carried**

## **6.6 Clerk's**

### **6.6.1 Monthly Administration Update, April 2024**

#### **Resolution No. 2024- 192**

**Moved:** Councillor Navackas

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the Monthly Update report for April 2024 from Terri Towstiuć, Clerk, for information purposes only.

**Carried**

## **6.7 Finance/Administration**

### **6.7.1 West Lorne Sewer – Fiberoptic Services**

#### **Resolution No. 2024- 193**

**Moved:** Councillor Denning

**Seconded:** Councillor Navackas

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer for information; and That West Elgin council

authorizes the signing of an agreement with North Frontenac Telephone Corporation Ltd. for a five-year term at a rate of \$225.00 per month plus applicable taxes.

**Carried**

**6.7.2 Geographical Information Systems – Shared Services Agreement**

**Resolution No. 2024- 194**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Navackas

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Geographical Information Systems – Shared Services Agreement, be received and filed; and,

That the West Elgin Council authorize to execute the Geographical Information Systems Shared Services Agreement with the County of Elgin, at the By-law section of the May 9, 2024 agenda.

**Carried**

**6.7.3 Sewer Rodding Policy**

**Resolution No. 2024- 195**

**Moved:** Councillor Navackas

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from M. Badura CAO/Treasurer re: Sewer Rodding Policy; and That West Elgin Council approves the Sewer Rodding Policy as presented.

**Carried**

**6.7.4 Sanitary Sewer Connection Charges**

**Resolution No. 2024- 196**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Sanitary Sewer Connection Charges for review and discussion; and,

THAT West Elgin Council consider approving the proposed fees at the upcoming council meeting.

**Carried**

**7. Committee and Board Reports or Updates**

No Updates.

**8. Accounts**

**Resolution No. 2024- 197**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Navackas

THAT the Mayor and Treasurer are hereby authorized to sign Payment Voucher #5 amounting to \$363,429.77 in settlement of General, Road, Water and Arena Accounts including Cheque number 26428-26443, EFT#8270-8328, on-line payment# 1365-1375 and Payroll Pay Period 09.

**Carried**

**9. Notice of Motion**

None received.

**10. Council Inquires/Announcements**

Councillor Navackas suggested that staff prepare a post for the electronic sign and social media, reminding residents that farming season has begun, and to slow down and be patient on the roads.

**11. Correspondence**

11.1 Letter dated April 24, 2024 from Watson & Associates Ltd Re: Assessment of Bill 185, Cutting Red Tape to Build More Homes Act, 2024 and the Proposed Provincial Planning Statement, 2024

11.2 Accessibility Open House, June 1, 2024, Joe Thornton Community Center

**Resolution No. 2024- 198**

**Moved:** Councillor Navackas

**Seconded:** Deputy Mayor Tellier

That Council hereby receive and file all correspondence not otherwise dealt with.

**Carried**

## **12. Items Requiring Council Consideration**

### **12.1 Elgin International Club Liquor License Extension**

#### **Resolution No. 2024- 199**

**Moved:** Councillor Navackas

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receive the letter from Lori Parker, President, Elgin International Club Re: Request for a Municipal Letter of Support for the extension of Liquor License 801297; And

That the Council of the Municipality of West Elgin direct staff to write a letter of support for a Liquor License Extension, for the various events as request by the Elgin International Club.

**Carried**

## **13. By-Laws**

### **13.1 By-law 2024-35, Adoption of the 2024 Operating and Capital Budgets**

#### **Resolution No. 2024- 200**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That By-law 2024-35, Being a By-Law to Adopt the 2024 Operating and Capital Budgets for the Municipality of West Elgin, and Repeal By-law 2023-31, be read a first, second and third and final time.

**Carried**

### **13.2 By-law 2024-36, GIS Shared Services Agreement**

#### **Resolution No. 2024- 201**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Navackas

That By-law 2024-36, being a By-law to Authorize the Execution of an Agreement between The Corporation of the Municipality of West Elgin and The Corporation of the County of Elgin for the purpose of Geographic Information Systems (“GIS”) services, be read a first, second and third and final time.

**Carried**

### **13.3 By-law 2024-37, Fiberoptic Agreement**

#### **Resolution No. 2024- 202**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That By-law 2024-37, being a By-law to Authorize the Execution of an Agreement between The Corporation of the Municipality of West Elgin and North Frontenac Telephone Corporation Ltd. For the Purpose of Fiberoptic Services, be read a first, second and third and final time.

**Carried**

### **14. Closed Session**

#### **Resolution No. 2024- 203**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Navackas

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 4:48 pm, to discuss matters pursuant to the *Municipal Act*, Section 239 2(b), being personal matters about an identifiable individual, including municipal or local board employees; And Section 239 (2)(d), being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

**Carried**

### **15. Report from Closed Session**

*Council took an eight (8) minute break prior to commencing closed session discussion.*

Council received three (3) items pursuant to Section 239 (2)(b) and one item pursuant to Section 239 (2)(d), and provided staff with administrative direction, including the following resolution, to be read in open session:

#### **Resolution No. 2024- 204**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Navackas

That West Elgin Council hereby appoint Kristina Pringle and Pam Wardell to the Economic Development Committee.

**Carried**



**16. Confirming By-Law**

**Resolution No. 2024- 205**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That By-law 2024-38 being a By-law to confirm the proceeding of the Regular Meeting of Council held on May 9, 2024, be read a first, second and third and final time.

**Carried**

**17. Adjournment**

**Resolution No. 2024- 206**

**Moved:** Councillor Navackas

**Seconded:** Deputy Mayor Tellier

That the Council of the Municipality of West Elgin hereby adjourn at 6:05 pm to meet again at 4:00pm, on Thursday, May 23, 2024 or at the call of the Chair.

**Carried**

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Richard Leatham, Mayor

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Terri Towstiuc, Clerk