



# Municipality of West Elgin

## Agenda

### Council Meeting

Date: November 14, 2024, 4:00 p.m.  
Location: Council Chambers  
160 Main Street  
West Lorne

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
2. Declaration of Office, Ward 3 Councillor, H. Dougherty
3. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for November 14, 2024 as presented.

4. Disclosure of Pecuniary Interest

## 5. Delegations

Delegations to be heard, in compliance with By-Law 2024-05, Being a By-Law to establish rules of procedure for the meetings of Council, Council Committees and Boards of The Corporation of the Municipality of West Elgin.

**Section 6.8.** Delegations shall be limited in speaking to not more than ten (10) minutes in total per person, per group or per organization.

**Section 12.1.** Members of the public who constitute the audience in the Council Chamber, shall respect the decorum of Council, maintain order and quiet and may not:

- a. Address Council without permission.
- b. Interrupt any speaker or action of the Members or any person addressing Council.
- c. Speak out.
- d. Behave in a disorderly manner, or;
- e. Make any noise or sound that proves disruptive to the conduct of the Meeting.

**Section 12.2.** Placards, signs, posters, etc. or any advertising devices shall not be permitted in the Council Chambers, or any other location in which Council may conduct their business.

**Section 12.3.** Should turn all electronic communication devices to “vibrate”, “silent” or “mute” during the entire meeting or exit the meeting if they wish to make/receive a telephone call.

**Section 12.4.** The Mayor (Chair) may request that a member or members of the public vacate the Council Chambers or any other location in which Council may conduct their business if their behaviour is deemed to be disruptive to the business at hand.

### 5.1 Adam Lumley - Port Glasgow Trailer Park

Link to Petition: <https://www.change.org/petition-to-halt-the-sale-of-port-glasgow-trailer-park>

### 5.2 Carman Lasson - Port Glasgow Trailer Park

### 5.3 Donna Klapak - Port Glasgow Trailer Park

## 6. Adoption of Minutes

Recommendation:

That West Elgin Council hereby adopt the Minutes of October 24, 2024 (Regular Meeting) and November 7, 2024 (Special Meeting), as presented.

## 6.1 Committee and Board Minutes

Recommendation:

That West Elgin Council acknowledge receipt of the Bo Horvat Community Centre Board minutes of August 21 and September 11, 2024; And the Recreation Committee minutes of September 18, 2024; And the Heritage Homes Annual General Meeting Minutes, October 23, 2023, and Regular Meeting Minutes, September 23, 2024.

## 7. Business Arising from Minutes

## 8. Staff Reports

### 8.1 Building

#### 8.1.1 Monthly Building Report, October 2024

Recommendation:

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

### 8.2 Operations & Community Services

#### 8.2.1 Monthly Operations Report, October 2024

Recommendation:

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

### 8.3 Clerk's

#### 8.3.1 Recreation Coordinator/Clerks Assistant Proposal

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuic, Clerk Re: Recreation Coordinator/Clerks Assistant Proposal; And

**Option 1:** That Council approve the proposal and job description, as presented/amended; And

That Council direct staff to begin the recruitment process, for the addition of a Recreation Coordinator/Clerks Assistant (*optional, beginning January 1, 2025*).

**Option 2:** That Council deny the proposal and job description, as presented.

### **8.3.2 Committee and Board Appointment**

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuic,  
Clerk Re: Council

Committee Appointment; and

That the Committee Members, for each Committee, be appointed as  
decided by Council; and

That a revised version of the By-law to Appoint the Committee Members to  
each Committee be brought back for adoption at the next Council meeting.

## **9. Committee and Board Reports or Updates**

- Arena Board
- Recreation Committee
- Heritage Homes
- Four Counties Transit
- Rodney Park

## **10. Notice of Motion**

## **11. Council Inquires/Announcements**

## **12. Correspondence**

Recommendation:

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

**12.1 Hydro One, Longwoods to Lakeshore Project Update, October 2024**

**12.2 Enbridge Gas Inc - 2025 Federal Carbon Pricing Program (FCPP) Application - OEB  
Notice**

**12.3 Thames Valley District School Board - Education Development Charges - Update**

**12.4 ROMA - Delegation Request Information**

**12.5 Letter of Thanks, Royal Canadian Legion Branch 221 West Lorne**

**12.6 FCHS Fundraiser, Dinner Theatre**

**12.7 EV ChargeON Application**

**13. Items Requiring Council Consideration**

**13.1 2025 Ontario Municipal Partnership Fund (OMPF)**

Recommendation:

That West Elgin Council hereby acknowledge receipt of the 2025 Ontario Municipal Partnership Fund allocation.

**13.2 Elgin International Club, Extension to Liquor License**

Recommendation:

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

**13.3 Request for Fee Reduction - J. Dawdy, Babysitter Certificate Course**

Recommendation:

That West Elgin Council hereby receive the request from J. Dawdy, Re: Scout Hut rental fee for Babysitters Course; And

**Option 1:** That Council hereby approve a fee reduction, to a total rental fee of \$\_\_\_\_\_, plus any applicable tax.

**Option 2 :** That Council hereby deny the request to reduce of waive the rental fee.

**14. By-Laws**

**14.1 2024-75, Water Connections**

Recommendation:

That By-law 2024-75, A By-Law to Impose a Water Connection Charge Upon Owners of Land Who Derive or Will or May Derive a Benefit from Connecting to The Water Distribution System Water Works, be read a first second and third and final time.

**14.2 2024-76, Sanitary Connections, Amendment**

Recommendation:

That By-law 2024-76, being a By-Law to Amend Schedule “B” to By-Law 2024-42 (Sanitary Sewer Connections), be read a first, second and third and final time.

**15. Closed Session**

Recommendation:

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at \_\_\_\_\_ pm, to discuss matters pursuant to the Municipal Act Section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees; And Section 239 (3)(b) an ongoing investigation respecting the municipality, a local board or a municipally controlled corporation by the Ombudsman appointed under the Ombudsman Act.

**16. Report from Closed Session**

**17. Confirming By-Law**

Recommendation:

That By-law 2024-77 being a By-law to confirm the proceeding of the Regular Meeting of Council held on November 14, 2024, be read a first, second and third and final time.

**18. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet again at 4:00pm, on Thursday, November 28, 2024 or at the call of the Chair.