



# Municipality of West Elgin

## Agenda

### Council Meeting

Date: **March 13, 2025, 5:00 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. Adoption of Agenda**

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for March 13, 2025 as presented.

**3. Disclosure of Pecuniary Interest and General Nature Thereof**

**4. Delegations**

**4.1 Chris Cain, Plant Manager, KSR Re: No Parking Signage, South Side, Centre Street, Rodney**

**4.2 Nick Emery, Dillon Consulting Limited Re: West Elgin Water Consumption**

Recommendation:

That In accordance with Section 3.5 of By-Law 2024-05 Being a By-Law to establish rules of procedure for the meetings of Council, West Elgin Council hereby allow Nick Emery, Dillon Consulting Limited, one-half hour (thirty minutes) for item 4.2, Delegation, suspending the rules of Section 6.8 of By-law 2024-05.

**5. Adoption of Minutes**

Recommendation:

That West Elgin Council hereby adopt the Minutes of February 27, 2025 as presented.

**6. Business Arising from Minutes**

**7. Staff Reports**

**7.1 Planning**

**7.1.1 Severance Application, File E15-25 - Recommendation to Elgin Land Division**

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E15-25 – Comments to Elgin County (Planning Report 2025-06).

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E15-25, subject to the Lower-Tier Municipality conditions in Appendix One of this report;

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

**7.2 Fire**

**7.2.1 Monthly Fire Update, January and February 2025**

Recommendation:

That West Elgin Council hereby receives the Monthly Fire report for January and February 2025, from Jeff McArthur, Fire Chief, for information purposes.

**7.2.2 Pre-Budget Approval**

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and

That West Elgin Council provide pre-budget approval for the 2025 project identified within this report.

### **7.2.3 Washroom Renovation - Station 1**

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and

That Staff be authorized to accept the quote from Baines Contracting Inc, in the amount of \$31,935 plus HST, for a remodel of the existing washroom and to build a new washroom.

## **7.3 Municipal Drains**

### **7.3.1 Tender Results, Fleuren Drain**

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk, re: Tender Results, Fleuren Drain; and

That Council approve the low tender submission from Monden Excavating for the Fleuren Drain, in the amount of \$21,131.00 (HST included).

## **7.4 Operations (Infrastructure and Development)**

### **7.4.1 Monthly Operations Update, February 2025**

Recommendation:

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

## **7.5 Community Services & Clerks**

### **7.5.1 Monthly Update, February 2025**

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Community Services Monthly Update, February 2025, for information purposes only.

## **7.5.2 2025 Community Grants**

Recommendation:

That West Elgin Council hereby receives the 2025 Community Grant Applications report from Terri Towstiuic, Clerk; And

That Council direct staff to include all approved monetary donations in the 2025 Budget Deliberations; And

That Council directs staff to include the accepted in-kind donations in 2025 rentals.

## **7.6 Corporate Services & Finance**

### **7.6.1 2024 Council Remuneration**

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, Manager of Corporate Services – Treasurer re: 2024 Council Remuneration and Expenses report for information only.

### **7.6.2 2024 Public Salary Disclosure**

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, Manager of Corporate Services – Treasurer re: 2024 Public Sector Salary Disclosure for information only.

## **7.7 Chief Administrative Officer**

### **7.7.1 Old Town Hall Assessment Quote**

Recommendation:

That West Elgin Council hereby receives the Old Town Hall – Engineering Assessment Quote report from Robin Greenall, CAO;

And that Council pre-approve the payment of the services to Spriet Associates, as quoted, to be included in the 2025 operating budget.

### **7.7.2 West Lorne Library and Community Complex Renovations**

Recommendation:

That the West Elgin Council hereby receives the West Lorne Library and Community Complex Renovations report from Robin Greenall, CAO; And

That Council direct staff to proceed with contracting Spriet Associates to complete Architectural Drawings and cost estimates for the renovation project.

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

Council opportunity to provide updates from appointed committees.

- Economic Development Committee
- Bo Horvat Community Center (Arena) Board
- Recreation Committee
- Four Counties Transit Committee
- Old Town Hall Committee
- Heritage Homes
- Rodney Park
- Other Committees

## **9. Notice of Motion**

None received prior to meeting.

## **10. Council Inquires/Announcements**

Council opportunity for informal inquiries or provide any announcements.

## **11. Correspondence**

Recommendation:

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

**11.1 County of Elgin, Notice of Decision E 9-25**

**11.2 County of Elgin, From the Council Chambers, February 25, 2025**

**11.3 Letter dated March 6, 2025 Re: Response to recent posting by the Municipality regarding Port Glasgow Trailer Park.**

**12. Items Requiring Council Consideration**

None presented prior to meeting.

**13. Confirming By-Law**

Recommendation:

That By-law 2025-14 being a By-law to confirm the proceeding of the Regular Meeting of Council held on March 13, 2025, be read a first, second and third and final time.

**14. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet again at 4:00pm, on Thursday, March 27, 2025, or at the call of the Chair.