



# Municipality of West Elgin

## Minutes

### Council Meeting

March 27, 2025, 4:00 p.m.

Council Chambers

160 Main Street

West Lorne

**Present:** Mayor Leatham  
Deputy Mayor Tellier  
Councillor Denning  
Councillor Statham  
Councillor Dougherty

**Staff Present:** Robert Brown, Planner  
Terri Towstiuc, Clerk  
Magda Badura, Manager of Corporate Services (Treasurer)  
Robin Greenall, Chief Administrative Officer  
Lee Gosnell, Manager of Operations and Community Services

**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- 86**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby adopts the Regular Council Agenda for March 27, 2025 as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

**4. Delegations**

Delegations to be heard, in compliance with Procedural By-Law 2024-05.

**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:

1. Address Council without permission.
2. Interrupt any speaker or action of the Members or any person addressing Council.
3. Speak out.
4. Behave in a disorderly manner, or;
5. 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.

#### **4.1 Marsha Kalita & Trisha Pearson, West Lorne Optimist 50-Year Banners**

Marsha Kalita, President and Linda Ryerse, Secretary of the West Lorne Optimist Club requested use of the banner poles in West Lorne for one month before and one month after the 50-year anniversary (June 11, 2025). The club will be holding a free community celebration day on June 7 at the pavilion in West Lorne, including family-based activities and a dinner gala to follow at the Elgin International Club. The request is for the use of the banner poles and cost of installation. Mayor Leatham advised that Council will have staff follow up on this request.

#### **4.2 Norm Miller & Dave Chamberlain - Port Glasgow Trailer Park**

Norm Miller, Port Glasgow resident, addressed Council about the ongoing discussion regarding the potential sale of Port Glasgow Trailer Park (PGTP). Mr. Miller's delegation included a presentation that provided history of the Aldborough Old Boys Association (AOBA), including the initial directors, land purchase and transactions between the AOBA and Municipality. The presentation included letters from the remaining members of the AOBA and former Aldborough Township Clerk-Treasurer (1984-1987), in opposition of sale. The presentation can be found in full in the agenda package.

##### **4.2.1 Presentation**

##### **4.2.2 Letter dated March 6, 2025, Bob Miller & Mac Ford**

##### **4.2.3 Email dated March 12, 2025, Steve McDonald**

#### **4.3 Adam Lumley - Port Glasgow Trailer Park Sale, Additional Considerations**

Adam Lumley, Port Glasgow Trailer Park user, addressed Council, advocating for the sale of Port Glasgow Trailer Park (PGTP) as a cooperative to the residents of PGTP. Mr. Lumley advised the concept it to keep PGTP, enhancing the park features, provide stable affordable housing and restore to original vision. Mr. Lumley concluded with asking Council to provide a definitive decision on the park's future, and limit bidding rights to users with genuine vested interest in PGTP.

### **5. Adoption of Minutes**

#### **Resolution No. 2024- 87**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby adopt the Minutes of March 13, 2025, as presented.

**Carried**

**6. Business Arising from Minutes**

None.

**7. Staff Reports**

**7.1 Municipal Drains**

**7.1.1 Section 78 Hookaway Drain**

Councillor Denning requested the Manager of Infrastructure and Development follow-up with the location of the Hookaway Drain.

**Resolution No. 2024- 88**

**Moved:** Councillor Statham

**Seconded:** Councillor Dougherty

That West Elgin Council hereby receives the Section 78, Notice of Request for Drain Major Improvement for the Municipal Drain known as the Hookaway Drain; And

That Council approve the request for the Improvement of the Hookaway Drain, dated March 13, 2025, submitted by Darryl Clarke, President, West Elgin Ready Mix; And

That Council direct staff to forward to Spriets and Associates, to proceed with the necessary actions, pursuant to the *Drainage Act*.

**Carried**

**7.2 Operations & Community Services**

**7.2.1 2025 Maintenance Gravel**

**Resolution No. 2024- 89**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Infrastructure and Development; re: 2025 Maintenance Gravel; and

That West Elgin Council authorizes an extension of the 2024 maintenance gravel contract with Johnston Bros. Ltd. (at the 2024 price) to cover the 2025 season.

**Carried**

### **7.3 Planning**

#### **7.3.1 Munroe St. Property – Future Development Next Steps**

**Resolution No. 2024- 90**

**Moved:** Councillor Denning

**Seconded:** Councillor Dougherty

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding next steps for potential development of municipally owned lands on the north side of Munroe St.

And that Council directs administration to retain Pinchin, at a cost of \$6,200 plus HST, to move forward with completion of Phase I ESA on the subject lands.

**Carried**

### **7.4 Clerk's**

#### **7.4.1 Animal Control RFP**

**Resolution No. 2024- 91**

**Moved:** Councillor Dougherty

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Terri Towstiuc, Manager of Community Services/Clerk Re: Animal Control Services, Request for Proposals Received; And

That Council hereby accept the submission received from Jeoff and Jodi Bedore, Southwest Middlesex Animal Shelter, for Animal Control (Canine) Services; And

Further that Council directs the Clerk to prepare the approved agreement and by-law for signing at the next scheduled meeting of Council.

**Carried**

## **7.5 Finance/Administration**

### **7.5.1 2024 Roots & Revival Festival**

Councillor Statham advised the 2025 Roots and Revival Festival planning is well underway for West Lorne, Summer 2025.

#### **Resolution No. 2024- 92**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from M. Badura, Manager of Corporate Services – Treasurer re: Roots and Revival – Final Report; and That West Elgin Council receives this report for information only.

**Carried**

### **7.5.2 2024 Cyber Incident**

#### **Resolution No. 2024- 93**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from M. Badura, Manager of Corporate Services (Treasurer) re: 2024 Cyber Incident for information only.

**Carried**

### **7.5.3 2025 Capital Budget**

Council had questions for the following items:

- Fire - Gender Neutral Washroom remuneration (comment). Forward to Fire Chief.
- Fire - How old is the current Tanker, set for replacement? Forward to Fire Chief.

- Is there funding being set aside for future E-Vehicles? No budget line item for this.
- Fire - Curious about 2029 Tanker projection with recent conversations about resource sharing with other departments., or potential for amalgamation of resources. Forward to Fire Chief.
- Parks & Recreation - allocated budget for ten tables seems high. Clerk to investigate this.

No questions or comments from Council for Buildings, Transit, Arena, Rods, Sewers (Rodney and West Lorne), Sidewalks & Streetlights or Water. No additional projects added or removed by Council.

Final Capital Budget to be presented with Operating Budget deliberations.

#### **Resolution No. 2024- 94**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from M. Badura, Manager of Corporate Services (Treasurer) for information and discussion purposes.

**Carried**

#### **7.5.4 Amendment to By-law 2020-88, Set Rates of Remuneration for Members of Council**

Council took a break from 5:27 to 5:31pm.

#### **Resolution No. 2024- 95**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from M. Badura, Manager of Corporate Services – Treasurer re: Amendment to By-Law 2020-88;

And That West Elgin Council approves the revisions to the existing By-Law 2020-88 as presented.

**Carried**

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

No updates provided.

## **9. Notice of Motion**

### **9.1 Councillor Statham - Notice of Motion for Reconsideration (Motion 2024-463)**

Councillor Statham recognized the residents requesting a cooperative and the residents requesting reconsideration. Councillor Statham acknowledge the process and need to slow down to obtain adequate information to proceed appropriately, weigh options and obtain community involvement.

I, Councillor Statham, provide Notice of Motion for Reconsideration of Motion 2024-463 from December 19, 2024 regarding Port Glasgow Trailer Park next steps, to be considered at the April 10, 2025, Regular Meeting of council.

#### **Motion to be included on April 10, 2025 agenda, for consideration:**

*Whereas the Port Glasgow Trailer Park lands were declared as surplus by Council at its October 24, 2024 meeting;*

*And whereas the proposed divestment has not been clearly communicated to the users of Port Glasgow Trailer Park or surrounding area;*

*And whereas alternative uses or revenue opportunities have not been explored and compared to the current divestment plan.*

*Be it resolved that the divestment of Port Glasgow Trailer Park be deferred until a comprehensive cost-recovery analysis is completed, outlining the financial implications of continued municipal ownership and operation; And*

*Further that a report is delivered to Council with full-cost recovery options and divestment options.*

### **9.2 Councillor Denning - Motion to Relocate the West Lorne Cenotaph**

I, Councillor Denning, provide Notice of Motion, to introduce a new motion at the April 10, 2025 Regular Meeting of Council, to relocate the West Lorne Cenotaph from the Bo Horvat Community Centre to the Rosalie Krebsz Heritage Park, in West Lorne.

**Motion to be included on the April 10, 2025 agenda, for consideration:**

*Whereas the West Lorne Remembrance Day Service is held annually at the Cenotaph, located in front of the Bo Horvat Community Centre (Arena); And*

*Whereas the current location requires a major road to be blocked during the ceremony, creating traffic and safety concerns for those attending;*

*Therefore, West Elgin Council is requesting staff prepare a report to Council with options to move the West Lorne Cenotaph to the Rosalie Krebsz Heritage Park in West Lorne, creating a safe place for the Annual Remembrance Day Service, in collaboration with the West Lorne Legion, and West Lorne Horticultural Society, for presentation and beautification purposes*

**10. Council Inquires/Announcements**

No inquiries or updates.

**11. Correspondence**

**Resolution No. 2024- 96**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Dougherty

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

**Carried**

11.1 County of Elgin, From the Council Chambers, March 11, 2025

11.2 County of Elgin, Letter of No Appeals, E 9-25 25130 Argyle Line

**12. Items Requiring Council Consideration**

No items for consideration.

**13. Upcoming Meetings**

- Wednesday, April 9 - 9:00am - Bo Horvat Community Centre Board of Management
- Thursday, April 10 - 4:00pm - Regular Council Meeting
- Monday, April 14 - 8:30am - Four Counties Transit Committee

- Tuesday, April 15 - 7:00pm - Tri County Water Board
- Thursday, April 24 - 4:00pm - Regular Council Meeting

#### 14. Closed Session

##### **Resolution No. 2024- 97**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 5:42 pm, to discuss matters pursuant to the *Municipal Act*, Section 239(2):

- (f) being advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Extension of Integrity Commission Services);
- (c) a proposed or pending acquisition or disposition of land (PGTP);
- (b) personal matters about identifiable individuals, including municipal or local board employees (Council).

**Carried**

#### 15. Report from Closed Session

Report from Closed Session at 6:16pm.

Council received 3 items in compliance with Section 239 (2) of the Municipal Act. Two items were received for information only, and one item will receive the following recommendation:

##### **Resolution No. 2024- 98**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from Terri Towstiuc, Manager of Community Services/Clerk Re: Integrity Commissioner Renewal Agreement; And

That Council hereby approves the agreement, dated March 27, 2025, with an expiry date of May 31, 2027.

**Carried**

**16. By-Laws**

**16.1 2025-06, Fleuren Drain, Third Reading**

**Resolution No. 2024- 99**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

That By-law 2025-06, being a By-Law to provide for drainage works on the Fleuren Drain in the Municipality of West Elgin, be read a third and final time.

**Carried**

**16.2 2025-15, Integrity Commissioner Renewal Agreement, Aird Berlis LLP**

**Resolution No. 2024- 100**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That By-law 2025-15, being a By-law to Authorize the Execution of an Agreement between Aird Berlis LLP for Integrity Commissioner Services, and Repeal Resolution 2022-353, be read a first, second and third and final time.

**Carried**

**16.3 2025-16, Council Remuneration**

**Resolution No. 2024- 101**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That By-law 2025-16, being a By-Law to Set Rates of Remuneration for Members of Council, and Repeal By-law 2020-88, be read a first, second and third and final time.

**Carried**

**17. Confirming By-Law**

**Resolution No. 2024- 102**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

That By-law 2025-17 being a By-law to confirm the proceeding of the Regular Meeting of Council held on March 27, 2025, be read a first, second and third and final time.

**Carried**

**18. Adjournment**

**Resolution No. 2024- 103**

**Moved:** Councillor Dougherty

**Seconded:** Councillor Statham

That the Council of the Municipality of West Elgin hereby adjourn at 6:19 pm, to meet again at 4:00pm, on Thursday, April 10, 2025 or at the call of the Chair.

**Carried**

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Richard Leatham, Mayor

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Terri Towstiuc, Clerk