



# Municipality of West Elgin

## Agenda

### Council Meeting

Date: April 10, 2025, 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. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for April 10, 2025 as presented.

3. Disclosure of Pecuniary Interest

#### **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 Ryan Cheeseman, Dresden Industrial - Ongoing Litter**

**4.2 Adam Lumley - Port Glasgow Trailer Park - Request for amendment to upcoming motion.**

**4.3 David Chamberlain - Port Glasgow Trailer Park, Summary of Public Meeting Held March 10, 2025**

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

Recommendation:

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

## **5.1 Committee and Board Minutes**

Recommendation:

That West Elgin Council hereby acknowledge receipt of the minutes of the Bo Horvat Community Centre Board of Management meeting, January 8, 2025; And the Economic Development Committee meetings of January 13 and February 24, 2025; And the Recreation Committee, January 15, 2025, as information only.

## **6. Business Arising from Minutes**

## **7. Staff Reports**

### **7.1 Wastewater**

Recommendation:

That West Elgin Council hereby receives the West Lorne and Rodney Wastewater Treatment Plant, Annual Reports, 2024, presented by Sam Smith, Senior Operations Manager- Southwest Region, Ontario Clean Water Agency, for information purposes only.

#### **7.1.1 West Lorne Wastewater Treatment Plant, Annual Report 2024**

#### **7.1.2 Rodney Wastewater Treatment Plant, Annual Report 2024**

### **7.2 Fire**

#### **7.2.1 Monthly Fire Report, March 2025**

Recommendation:

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

### **7.3 Building**

#### **7.3.1 Monthly Building Report and Comparison, February & March 2025**

Recommendation:

That West Elgin Council hereby receives the report from Corey Pemberton, CBO Re: Building Department Summary Report for the months of February & March 2025.

### **7.4 Municipal Drains**

#### **7.4.1 Hauser Drain, Section 78**

Recommendation:

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

That Council approve the request for the Improvement of the Hauser Drain, dated March 31, 2025, submitted by Gerald Schneckeburger, President, G J Schneckeburger Farms Ltd.; And

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

### **7.5 Operations & Community Services**

#### **7.5.1 Monthly Operations Report, March 2025**

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager Infrastructure and Development, for information purposes.

#### **7.5.2 Main Street Drain Upgrades**

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager Infrastructure and Development, for information purposes.

#### **7.5.3 Banners**

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager Infrastructure and Development; And

That West Elgin Council approves the request to display five (5) Optimist Club banners in conjunction with 50<sup>th</sup> anniversary celebrations scheduled for Saturday June 7, 2025; And

That West Elgin staff install these banners at locations approved by the Manager of Operations and Community Services during the first week of May, and remove them during the week following anniversary celebrations; And

That West Elgin Council directs staff to prepare an amendment to the Municipality's current flag policy for the purpose of dealing with future banner requests.

## **7.6 Clerk's**

### **7.6.1 Declare Ward 3 Seat Vacant**

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Declaration of Vacancy, Councillor, Ward 3; And

Whereas former Ward 3 Councillor Heather Dougherty resigned from Council on March 28, 2025;

Therefore, pursuant to section 262 (1) of the *Municipal Act*, 2001, Council of the Municipality of West Elgin does hereby declare the office of Councillor, Ward 3, to be vacant.

### **7.6.2 Monthly Update, Community Services, March 2025**

Recommendation:

That West Elgin Council hereby receives the Monthly report, March 2025, from Terri Towstiuc, Manager of Community Services/Clerk, for information purposes.

## **7.7 Chief Administrative Officer**

### **7.7.1 Information Technology – Contract Extension**

Recommendation:

That West Elgin Council hereby receives the report Information Technology – Contract Extension from R. Greenall, CAO.

AND THAT staff be authorized to take the necessary actions to finalize and formalize the two-year contract extension with Zouling Technologies Inc.

### **7.7.2 West Elgin Economic Development Committee – 2025 Action Plan**

Recommendation:

That West Elgin Council hereby receives the report from Economic Development Committee via Robin Greenall, CAO

And that West Elgin Council approves, in principle, the Economic Development Committee 2025 Action Plan.

And that West Elgin Council considers financial commitments to support the plan as part of their 2025 budget deliberations.

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

Council opportunity to provide committee and/or board updates.

- 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 announcements.

**11. Correspondence**

Recommendation:

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

**11.1 Minutes, Heritage Home, January 27, 2025**

**11.2 Elgin County, From the Council Chambers, March 25, 2025**

**11.3 County of Elgin, Notice of Decision, E 15-25, 24915 Crinan Line**

**11.4 Thames Valley District School Board, 2024-2025 Accommodation Plan**

**12. Items Requiring Council Consideration**

## **12.1 Councillor Statham - Reconsideration**

Recommendation:

I, Councillor Statham, hereby move the Motion for Reconsideration of Motion 2024-463 from December 19, 2024 regarding Port Glasgow Trailer Park next steps.

Recommendation:

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.

## **12.2 Councillor Denning - Cenotaph**

Recommendation:

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

## **13. By-Laws**

### **13.1 IT Agreement**

Recommendation:

That By-law 2025-18, being a By-law to Authorize the Corporation of the Municipality of West Elgin and Zouling Technologies Inc for the Provision of Technology Maintenance and Support Services, and Repeal By-law 2023-25, be read a first, second and third and final time.

### **13.2 Animal Control Agreement, Southwest Middlesex Animal Shelter**

Recommendation:

That By-law 2025-19, being a By-law to Authorize the Corporation of the Municipality of West Elgin and Southwest Middlesex Animal Shelter for the Provision of Animal Control Services (Canine), and Repeal By-law 2025-02, be read a first, second and third and final time.

### **14. Closed Session**

Recommendation:

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at \_\_\_\_\_ pm, to discuss two (2) matters pursuant to the *Municipal Act*, Section 239 2(b), being personal matter(s) about identifiable individual(s), including municipal or local board employees.

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

Clerk to provide Report from Closed Session.

### **16. Confirming By-Law**

Recommendation:

That By-law 2024-20 being a By-law to confirm the proceeding of the Regular Meeting of Council held on April 10, 2025, be read a first, second and third and final time.

### **17. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet again at 4:00pm, on April 24, 2025, or at the call of the Chair.