



Municipality of West Elgin

Agenda

Council Meeting

Date: April 24, 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, when available (pending no technical difficulties).

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for April 24, 2025, as presented.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Adoption of Minutes

6

Recommendation:

That West Elgin Council hereby adopt the Minutes of April 10, 2025, as presented.

5. Business Arising from Minutes

6. Staff Reports

6.1 Infrastructure & Development

6.1.1	Truck 11 Replacement	17
	Recommendation: That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Infrastructure and Development; And That West Elgin Council approves ordering one (1) new single axle dump truck from Viking-Cives Ltd. of Mount Forest ON, for the quoted price of \$249,834.00 plus applicable tax.	
6.1.2	2025 Landfill Monitoring Agreement	20
	Recommendation: That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Infrastructure and Development; And That West Elgin Council approve the 2025 Landfill Monitoring Agreement submitted by BluMetric Environmental at the cost of \$41,358.00 plus applicable taxes.	
6.1.3	Roadside Mower Replacement	23
	Recommendation: That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Infrastructure and Development; And That West Elgin Council approves the purchase of one (1) new Woods BW 10.61 batwing mower from Kent Farm Supplies in Blenheim, Ontario for the quoted price of \$34,000.00 plus applicable taxes.	
6.2	Community Services & Clerks	

6.2.1 Options to fill Ward 3 Vacancy

25

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuć, Clerk re: Options, Filling the Vacancy of Ward 3 Councillor; And

Whereas Council declared the seat of Ward 3 Councillor vacant on April 10, 2025; And

Whereas Council is required to determine the method of filling a vacant seat, pursuant to the *Municipal Act*, Section 263;

Therefor Council direct the Clerk to proceed with Option_____, being _____, to fill the vacancy of Councillor, Ward 3 for the remainder of the 2022-2026 term of Council.

6.3 Chief Administrative Officer

6.3.1 Port Glasgow Trailer Park Financial Analysis Study Quote

30

Recommendation:

That West Elgin Council hereby receives the report from Robin Greenall, CAO regarding the Port Glasgow Trailer Park Financial Analysis Study– Quote.

And That Council approves the recommendation to contract Watson and Associates Economist Ltd. to complete a financial analysis study, and to fund the cost of the service through the Municipality of West Elgin's Port Glasgow Trailer Park Reserves.

7. Committee and Board Reports or 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

8. Notice of Motion

None received.

9. Council Inquires/Announcements

Council opportunity for information inquiries or announcements.

10. Correspondence

Recommendation:

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

10.1	2025 Ontario Senior of the Year	32
10.2	County of Elgin, E 15-2025 Notice of No Appeals	34
10.3	County of Elgin, From the Council Chambers, April 8, 2025	35
10.4	Longwoods to Lakeshore Project Update - Spring 2025	43

11. Items Requiring Council Consideration

11.1 Request for Proclamation of June 7, 2025 as LemonAID Day

45

Recommendation:

That West Elgin Council hereby receive the request dates April 4, 2025 from Family and Children's Services St. Thomas and Elgin; And

That Council hereby approve the request to proclaim Saturday, June 7, 2025 as LemondAID day, a county-wide initiative led by a partnership between Doug Tarry Homes and the Elgin Children's Foundation, for the purpose of raising funds to send deserving children connected with Family and Children's Services of St. Thomas and Elgin to camp.

12. Confirming By-Law

47

Recommendation:

That By-law 2025-21 being a By-law to confirm the proceeding of the Regular Meeting of Council held on April 24, 2025, be read a first, second and third and final time.

13. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 4:00pm, on Thursday, May 8, 2025, or at the call of the Chair.



Municipality of West Elgin

Minutes

Council Meeting

April 10, 2025, 4:00 p.m.

Council Chambers

160 Main Street

West Lorne

Present: Mayor Leatham
Deputy Mayor Tellier
Councillor Denning
Councillor Statham

Staff Present: Jeff McArthur, Fire Chief
Terri Towstiuc, Clerk
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, 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. 2025- 104

Moved: Councillor Denning

Seconded: Deputy Mayor Tellier

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

The Clerk read aloud from sections six (6) and twelve (12) from By-law 2024-05, for delegation and gallery compliance purposes.

4.1 Ryan Cheeseman, Dresden Industrial - Ongoing Litter

Mr. Cheeseman cancelled delegation same day, due to unexpected work schedule.

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

Mr. Lumley addressed Council with a proposal to hand back the operations of the Port Glasgow Trailer Park (PGTP), back to the residents of PGTP, by way of non-share cooperative, to be created by residents of PGTP through a land lease agreement.

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

Mr. Chamberlain addressed Council, providing the presentation from the Port Glasgow Trailer Park (PGTP) residents Town Hall meeting, held in March 2025. The presentation included many concerns regarding the potential sale of the trailer park, request for transparency and clarity surrounding the finances of PGTP and potential sale process, and request for removal of the PGTP from the "surplus list".

Full presentation can be found in Agenda Package of April 10, 2025.

5. Adoption of Minutes

Resolution No. 2025- 105

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

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

Carried

5.1 Committee and Board Minutes

Resolution No. 2025- 106

Moved: Councillor Statham

Seconded: Councillor Denning

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.

Carried

6. Business Arising from Minutes

None.

7. Staff Reports

7.1 Wastewater

Resolution No. 2025- 107

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

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.

Carried

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

Resolution No. 2025- 108

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

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

Carried

7.3 Building

7.3.1 Monthly Building Report and Comparison, February & March 2025

Resolution No. 2025- 109

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

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

Carried

7.4 Municipal Drains

7.4.1 Hauser Drain, Section 78

Resolution No. 2025- 110

Moved: Councillor Denning

Seconded: Deputy Mayor Tellier

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 Schnekenburger, President, G J Schnekenburger Farms Ltd.; And

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

Carried

7.5 Operations & Community Services

7.5.1 Monthly Operations Report, March 2025

Resolution No. 2025- 111

Moved: Deputy Mayor Tellier
Seconded: Councillor Statham

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

Carried

7.5.2 Main Street Drain Upgrades

Resolution No. 2025- 112

Moved: Councillor Denning
Seconded: Councillor Statham

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

Carried

7.5.3 Banners

Break from 4:48 to 4:58pm, prior to receiving item 7.5.3.

Resolution No. 2025- 113

Moved: Deputy Mayor Tellier
Seconded: Councillor Statham

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

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

That West Elgin staff install these banners at locations approved by the Manager of Infrastructure and Development 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.

Carried

7.6 Clerk's

7.6.1 Declare Ward 3 Seat Vacant

Resolution No. 2025- 114

Moved: Councillor Statham

Seconded: Councillor Denning

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.

Carried

7.6.2 Monthly Update, Community Services, March 2025

Resolution No. 2025- 115

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

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

Carried

7.7 Chief Administrative Officer

7.7.1 Information Technology – Contract Extension

Resolution No. 2025- 116

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

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.

Carried

7.7.2 West Elgin Economic Development Committee – 2025 Action Plan

Resolution No. 2025- 117

Moved: Councillor Statham

Seconded: Councillor Denning

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.

Carried

8. Committee and Board Reports or Updates

No updates provided.

9. Notice of Motion

None received prior to meeting.

10. Council Inquires/Announcements

Mayor Leatham reminded all, during the uncertain times we are experiencing, to shop local and buy Canadian.

11. Correspondence

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

Resolution No. 2025- 118

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

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

Carried

12. Items Requiring Council Consideration

12.1 Councillor Statham - Reconsideration

Break from 5:23 to 5:26, prior to motion 121, to ensure Clerk capturing full amendment to motion.

Resolution No. 2025- 119

Moved: Councillor Statham

Seconded: Councillor Denning

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

For (3): Mayor Leatham, Councillor Denning, and Councillor Statham

Against (1): Deputy Mayor Tellier

Carried (3 to 1)

Resolution No. 2025- 120

That West Elgin Council receives the report from M. Badura, CAO/Treasurer re: Next steps for the Port Glasgow Trailer Park lands; and that West Elgin council chooses the following recommendations:

That West Elgin Council considers operating the park for the 2025 calendar year and directs staff to bring 2025 PGTP Fees and Charges By-Law for review and approval at the next meeting of council; And

That West Elgin Council provide trailer park residents the opportunity to submit offers for consideration; And

That Council appoint Councillor Dougherty and Councillor Statham to the Port Glasgow Trailer Park Advisory Committee.

Against (4): Mayor Leatham, Deputy Mayor Tellier, Councillor Denning, and Councillor Statham

Loss (0 to 4)

Resolution No. 2025- 121

Moved: Councillor Statham

Seconded: Councillor Denning

Amended Motion:

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, inclusive of leasing options; And

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

Carried

12.2 Councillor Denning - Cenotaph

Resolution No. 2025- 122

Moved: Councillor Denning

Seconded: Deputy Mayor Tellier

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

Carried

13. By-Laws

13.1 IT Agreement

Resolution No. 2025- 123

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

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.

Carried

13.2 Animal Control Agreement, Southwest Middlesex Animal Shelter

Resolution No. 2025- 124

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

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.

Carried

14. Closed Session

Resolution No. 2025- 125

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 5:32 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.

Carried

15. Report from Closed Session

Report from Closed Session at 6:13 pm.

Council received two (2) items pursuant to Section 239 (2)(b), being personal matters about identifiable individuals, for information purposes only.

16. Confirming By-Law

Resolution No. 2025- 126

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

That By-law 2025-20 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.

Carried

17. Adjournment

Resolution No. 2025- 127

Moved: Councillor Denning

Seconded: Councillor Statham

That the Council of the Municipality of West Elgin hereby adjourn at 6:13 pm to meet again at 4:00pm, on April 24, 2025, or at the call of the Chair.

Carried

Richard Leatham, Mayor

Terri Towstiuć, Clerk



Staff Report

Report To: Council Meeting
From: Lee Gosnell, Manager of Infrastructure and Development
Date: 2025-04-24
Subject: Truck 11 Replacement

Recommendation:

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

That West Elgin Council approves ordering one (1) new single axle dump truck from Viking-Cives Ltd. of Mount Forest ON, for the quoted price of \$249,834.00 plus applicable tax.

Purpose:

The purpose of this report is to seek West Elgin Councils' approval to secure a build slot for one (1) new single axle dump truck which will replace the current Truck 11 being utilized within the Public Works Department.

Background:

The Municipality currently operates a one tonne, single axle dump truck within the Public Works department for various jobs including hydro vac, patching, tree removal and drainage operations. The current truck was built in 2012 and replaced an older unit that was similar in size and capabilities. The proposed replacement truck to be ordered has upgraded hauling/towing capacity and the addition of snow removal equipment, which will be essential in maintaining service levels as more development comes online in West Elgin.

The current single axle dump being replaced is now 13 years old (2012), and staff have priced a new truck with winter equipment through the LAS Canoe Procurement Program. The demand for vocational trucks in recent years has remained high, and if West Elgin Council approves ordering this unit now, the expected delivery date will be Q2 or Q3 of 2026. Due to the specialized nature of this equipment, these units are not something that can be sourced immediately. Proper planning must be exercised to ensure that equipment can be utilized to its full potential, without major repairs, and life-cycled to provide reliable service and maximize residual value.

Viking-Cives builds a reliable product which has been used at the municipality for decades. They worked with municipal staff to purchase the cab & chassis locally at Cotrac Ford in Dutton and will manufacture components/assemble the unit in Mount Forest, Ontario. This provides excellent

service capabilities for this unit in years to come. For these reasons, staff recommend the purchase of this single axle dump truck from Viking-Cives through the Canoe Procurement Program.

Financial Implications:

Funds for the purchase of this unit will come from West Elgin Public Works Equipment Reserves and will be allocated in the 2025 and 2026 budget years. The quoted price does represent an increase over the draft budget amount, largely due to increasing material costs. However, sales of the current unit will help offset a portion of this difference. Due to current economic conditions, both the chassis and equipment suppliers expect increases on future orders.

Policies/Legislation:

None

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
<input checked="" type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth.	<input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,
Lee Gosnell, Manager of Infrastructure and Development

Report Approval Details

Document Title:	Truck 11 Replacement - 2025-09-Operations (Infrastructure Development).docx
Attachments:	
Final Approval Date:	Apr 22, 2025

This report and all of its attachments were approved and signed as outlined below:

Robin Greenall



Staff Report

Report To: Council Meeting
From: Lee Gosnell, Manager of Infrastructure and Development
Date: 2025-04-24
Subject: 2025 Landfill Monitoring Agreement

Recommendation:

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

That West Elgin Council approve the 2025 Landfill Monitoring Agreement submitted by BluMetric Environmental at the cost of \$41,358.00 plus applicable taxes.

Purpose:

The purpose of this report is to renew the services of BluMetric Environmental to provide legislated landfill monitoring and MECP reporting for 2025.

Background:

BluMetric Environmental (formerly WESA) has been providing service to the Municipality of West Elgin since 2006 when landfill monitoring began. The scope of work in this contract includes (but not limited to) the following.

1. Landfill monitoring, including ground water testing and ECA compliance, completed twice per year (spring and fall).
2. Technical assistance with implementation, changes or repair of landfill/transfer site operations and equipment.
3. Completion of all MECP requirements including preparation and submission of the annual landfill report.
4. Yearly presentation to council (typically in spring) on environmental and operational items including test results, usage, and life expectancy updates.

Financial Implications:

BluMetric's quote of \$41,358.00.00 (plus applicable taxes) is included in West Elgin's 2025 draft budget. This represents a slight increase of approximately 4% over last year's contract amount and is mainly attributed to higher laboratory expenses. Provided West Elgin Council accepts the BluMetric proposal, spring groundwater sampling will begin in early May.

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
<input checked="" type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth.	<input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,
 Lee Gosnell, Manager of Infrastructure and Development

Report Approval Details

Document Title:	2025 Landfill Monitoring Agreement - 2025-10-Operations (Infrastructure Development).docx
Attachments:	
Final Approval Date:	Apr 22, 2025

This report and all of its attachments were approved and signed as outlined below:

Robin Greenall



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2025-04-24

Subject: Roadside Mower Replacement

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; And

That West Elgin Council approves the purchase of one (1) new Woods BW 10.61 batwing mower from Kent Farm Supplies in Blenheim, Ontario for the quoted price of \$34,000.00 plus applicable taxes.

Purpose:

The purpose of this report is to approve replacement of the current Woods mower which is used by the public works department to maintain roadside ROW.

Background:

West Elgin public works currently operates one HD rotary cutter and one disc mower for the maintenance of grass and brush along County/Municipal ROW's. The current Woods HD rotary cutter is 10 years old and scheduled for replacement. This mower has performed well over the years, with minimal maintenance costs and no major repairs required. For these reasons, staff obtained pricing on similar units from local suppliers in preparation for this replacement. The following three options were investigated.

Kent Farm Supply – used Woods BW10 mower (2020 model year)	\$16900.00
Kent Farm Supply – new Woods BW10.61 mower (in stock)	\$34000.00
Delta Power Equipment – new Woods BW 10.52 mower (w/ tariff charge)	\$39000.00

While not the least expensive option, staff are recommending the purchase of the new Woods mower currently in stock at Kent Farm Supply in Blenheim. Given an estimated service life of ten seasons, the used mower would be scheduled for replacement again in five years at higher costs. Additionally, purchasing new provides manufacturer's warranty which can save the municipality money should issues arise once the mower is put into service. The current mower was purchased at Kent Farm Supply in 2015, and parts/service have always been readily available.

Financial Implications:

Funds for the purchase of this mower will come from West Elgin public works equipment reserves. The quoted price does represent an increase over the draft budget amount, due to increasing steel and component costs. However, disposal of the current mower will help offset a portion of this difference.

Policies/Legislation:

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
<input checked="" type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth.	<input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,



Staff Report

Report To: Council Meeting
From: Terri Towstiuc, Clerk
Date: 2025-04-24
Subject: Filling the Vacancy of Ward 3 Councillor or the balance of 2022-2026 Term of Council

Recommendation:

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

Whereas Council declared the seat of Ward 3 Councillor vacant on April 10, 2025; And

Whereas Council is required to determine the method of filling a vacant seat, pursuant to the *Municipal Act*, Section 263;

Therefor Council direct the Clerk to proceed with Option_____, being _____, to fill the vacancy of Councillor, Ward 3 for the remainder of the 2022-2026 term of Council.

Purpose:

The purpose of this report is to present Council with options to fill Ward 3 vacancy on Council, previously declared on April 10, 2025.

Background:

Council declared the seat of Councillor, Ward 3, vacant on April 10, 2025⁶. Council must now decide what manner to fill this vacancy within 60 days of the declaration. Section 263 of the *Municipal Act*, 2001 provides that:

Filling vacancies

Section 263 (1) If a vacancy occurs in the office of a member of Council, the municipality shall, subject to this section,

- (a) fill the vacancy by appointing a person who has consented to accept the office if appointed, or
- (b) require a by-election to be held to fill the vacancy in accordance with the *Municipal Elections Act*, 1996. 2001, c.25 s.263 (1)

Rules applying to filling vacancies

Section 263 (5) The following rules apply to filling vacancies:

1. Within 60 days after the day a declaration of vacancy is made with respect to the vacancy under Section 262, the municipality shall:
 - i. appoint a person to fill the vacancy under subsection (1) or (4), or
 - ii. pass a by-law requiring a by-election to be held to fill the vacancy under subsection (1).

In assessing its options, Council may wish to consider the following, among other things.

- Impact of time required to fill the vacancy
- Progression and time remaining in the Council term (18-months)
- The impacts on financial and staff resources
- Transparency, fairness and public participation relative to the selection process.
- 2018 voter turnout for full election was 20.91%
- 2022 voter turn-out for Ward 1 was approximately 10%
- 2022 Election cost was \$18,542.64, with only a Ward 1 Election
- 2024 Estimated cost of \$25,000-\$30,000
- Cost for candidates to canvas and advertise for selection (signs, mailouts, time, etc.)

OPTION 1 – Fill Vacancy by Call of Applications and Appointment

Council may appoint any person to fill the vacancy that is a qualified elector under the *Municipal Elections Act*, 1996 and is not disqualified from holding office under the *Municipal Act*, 2001 or any other Act.

The *Municipal Act* does not prescribe a specific process Council is required to follow to fill a vacancy by appointment; however, the justification for why an individual was appointed by Council to fill the vacancy should be transparent and allow for public notice in keeping with the principles of the *Municipal Election Act*, 1996.

In 2023 (Ward 1) and 2024 (Ward 3), Council chose to accept applications, proceed with an interview process that was open to the public, and choose a candidate that Council felt was best suited to uphold the position, aligning their goals and insight with the strategic goals of the municipality. The interview process would take place at a special meeting, and Council can choose to appoint a person at that meeting or defer to the following regular Council meeting (May 22, 2025).

This process allows applicants to apply for the vacant seat at no cost, provide Council with a Statement intentions and qualifications, and address Council for five-minutes at the interview meeting. This also allows the candidate to fill a position for 18 months, like a “try before you buy” approach, which could encourage a more fulfilling election in 2026. Candidates can apply for Ward 3, regardless of where they live in the municipality, if they are a qualified elector, in accordance with the *Municipal Elections Act*.

While taking this approach may be construed as lacking public participation, Council members were elected by the public, to make informed and well-thought decisions, on their behalf. Currently, there are 18-months left in the term, with many strategic goals in motion, and this allows Council to select a

candidate that best aligns with the strategic priorities of the municipality. Members of the public are also encouraged and welcomed to attend the candidate interview meeting or contact members of Council regarding the process, although there was very little public participation (outside of relations to candidates) at the 2023 and 2024 interviews.

A strong consideration to this approach is also the timeline (see below) in comparison to the timeline for a by-election. A Call for Application and appointment is the most efficient and cost-effective approach, with approximately a six-week vacancy.

Proposed Timelines for Call of Application and Appointment:

Thursday, April 10, 2025	Declaration of vacancy
Thursday, April 24, 2025	Council approved application and appointment process
Friday, April 25, 2025	Notice posted on Municipal Website and social media
Thursday, May 1, 2025	Notice in Chronicle for Call of Applications
Thursday, 9, 2025 @ 2 p.m.	Application Deadline
Thursday, May 15, 2025	Special Council Meeting – Applicant Interview
Thursday, May 22, 2025	Councillor Ward 3 to take Oath and Seat

OPTION 2 – Fill Vacancy by Holding a By-Election

The process to fill a vacancy via by-election is prescribed by the *Municipal Elections Act*. In summation, a by-election is to be conducted following the same rules as a regular election, except for some unique time frames and deadlines.

A by-law indicating that a by-election is required must be passed within 60 days of declaring the vacancy (*Municipal Act* Section 263(5)(1)) which means that a by-law must be adopted no later than by June 9, 2025 (May 22, 2025, Council Meeting). If Council chooses to hold a by-election, staff recommend that a by-law be presented for adoption at the next Council meeting on Thursday, May 8, 2025, in order to provide staff adequate time to prepare for the by-election.

In consultation with AMO, “*of the 80 elected officials that either resigned, were removed or passed away for the 2022-26 term, there have been (or will be) 75 appointments and 16 by-elections. The numbers are a bit off as one municipality started the election year with a 4-member council – not enough candidates, so they had to appoint 5th member, some appointments counted twice as the person sits on upper and lower.*” Historically, byelections are done for municipality’s that have vacancies effecting the entire municipality (Mayor, Deputy Mayor, Councillor at large), and appointment selection/direct appointment for Ward Representatives. While Council has opted for a future “at-large” system, this will not take effect until the October 2026 Municipal Election.

In consultation with Municipal Clerks, those who prepared by-elections in 2024, or are currently running a byelection, provided a budget of \$25,000 to \$30,000 to their respective Councils, with one municipality advising the actual cost of \$21,000 (\$25,000 budget). Although requested, Clerks were reluctant to provide a breakdown of essential costs to bring to a final total, as the numbers can vary depending on vendors. One municipality shared a breakdown, which is quite similar to the cost

breakdown shown below. Keeping this in mind, the cost estimate provided could potentially be low, and election expenses are unfortunately non-negotiable.

**Proposed Timelines for Holding a By-Election:
(if a by-law is adopted at the Council Meeting on October 10, 2024)**

Thursday, April 10, 2025	Declaration of vacancy
Thursday, May 8, 2025	Adopt a by-law to conduct a by-election (MEA, S. 65 (4) 1 ii)
Monday, June 9 @ 2 p.m.	Nomination Day (Between 30-60 days) (MEA S. 65 (4) 2)
Thursday, July 24, 2025, 2025	Voting Day (45 days after Nomination Day) (MEA S. 65 (4) 3)
Thursday, August 14, 2025	Councillor Ward 1 takes Oath and seat

Financial Implications:

OPTION 1 - Appointment Option

There would be a slight cost if Council decides to appoint by application with the main expense being for advertising, which is estimated to be less than \$1,000. There would be no direct election costs other than advertising in the Chronicle.

OPTION 2 - By-Election Option

Estimated cost used from report presented September 2024. The estimated cost to run a by-election would be approximately \$25,000. This cost is \$5,000 higher than the estimated amount presented in 2024, as the cost of Voterview and Intellivote were not accurately captured in the 2024 report, however, were noted on record during the council meeting. This estimate includes the hard costs of equipment, supplies, advertising, etc. as well as soft costs such as labour, including outsourcing necessary vendors. *This option does not include and potential staff overtime and/or additional contract hiring, which is very difficult to estimate.*

By-Election Estimated Cost	
Data Fix	\$2,300
Intellivote	\$10,000
Voterview	\$3,850
Elections Ontario	\$0
Advertising	\$2,500
IT (Based on 2022)	\$4,000
Supplies (Stationary)	\$1,000

Misc. (Meals, Postage)	\$2,000
Total (Estimate)	\$25,650

Policies/Legislation:[The Municipal Act](#)[The Municipal Elections Act](#)

West Elgin Policy "Appointment Procedures for Filling a Council Vacancy"

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
<input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth.	<input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input checked="" type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,

Terri Towstiuć

Municipal Clerk



Staff Report

Report To: Council Meeting
From: Robin Greenall, Chief Administrative Officer
Date: 2025-04-24
Subject: Port Glasgow Trailer Park Financial Analysis Study Quote

Recommendation:

That West Elgin Council hereby receives the report from Robin Greenall, CAO regarding the Port Glasgow Trailer Park Financial Analysis Study– Quote.

And That Council approves the recommendation to contract Watson and Associates Economist Ltd. to complete a financial analysis study, and to fund the cost of the service through the Municipality of West Elgin's Port Glasgow Trailer Park Reserves.

Purpose:

The purpose of this report is to provide Council with the details of a proposed financial analysis for the Port Glasgow Trailer Park, and the cost associated to complete the proposed analysis.

Background:

At the April 10, 2024, meeting, Council approved the following recommendations:

"...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, inclusive of leasing options; And Further that a report is delivered to Council with full-cost recovery options and divestment options."

Administration is proposing engaging the consulting services of Watsons and Associates Economist Ltd. to complete a review of the following scenarios:

1. Complete a review of background information, including
 - a. Current agreements
 - b. Current fees and charges
 - c. Capital and operating budgets
 - d. Identification of Municipal Asset within the park
2. Prepare a cashflow of Trailer Park expenditures and revenues based on the current approach, and a reserve fund continuity schedule.

3. Undertake an analysis of the following scenarios:
 - a. The financial viability of the park to be sustained in the current operating model
 - b. A model for operating the park to be revenue neutral.
 - c. A model for operating the park to be a revenue stream for municipal capital reserves
 - d. A model for leasing the park to a 3rd party to operate and identify the leasing rates required to ensure revenue neutrality for the Municipality.
 - e. Selling the park in its current state and identify potential land value based on the similar properties and potential future use.
4. Prepare a report summarizing the findings of the analysis.
5. Present report findings to Council (in-person)

Administration is proposing engaging the services of Watson and Associates to complete the comprehensive cost-recovery analysis of the Port Glasgow Trailer Park, outlining the financial implications of continued municipal ownership and operation, inclusive of a leasing option; as Watsons and Associates is familiar with municipal services and operations of recreational assets across Ontario, including the services and recreational assets within West Elgin; and Watson and Associates has the skills resources and capacity to complete an objective analysis and final reports for Council park in a timely manner.

Financial Implications:

The financial implication for the consulting services from Watson and Associates is \$11,500 plus applicable taxes. Administration recommends to Council to fund the cost for consulting services through the Port Glasgow Trailer Park Reserves.

Policies/Legislation:

None

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
<input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth.	<input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input checked="" type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,
Robin Greenall, CAO

From: [Ontario Honours And Awards \(MCM\)](#)
Subject: 2025 Ontario Senior of the Year / Prix de la personne âgée de l'année de l'Ontario
Date: Tuesday, April 8, 2025 6:07:08 PM

You don't often get email from ontariohonoursandawards@ontario.ca. [Learn why this is important](#)

**Ministry for Seniors
and Accessibility**

Minister

College Park
777 Bay Street
5th Floor
Toronto ON M7A 1S5

**Ministère des Services aux
aînés et de l'Accessibilité**

Ministre

College Park
777, rue Bay
5^e étage
Toronto (Ontario) M7A 1S5



Ontario

April 2025

Dear Mayor, Reeve and Members of Council:

I am writing to invite you to [nominate](#) an exceptional local senior for the 2025 Ontario Senior of the Year Award.

This award provides each municipality the opportunity to honour one outstanding senior for their contributions to enriching the social, cultural, and civic life of their community.

The deadline for nominations is April 30, 2025.

For more information on how to submit a nomination online, please visit the [Ontario Senior of the Year](#) webpage. Once your nomination is submitted, a personalized certificate with your nominee's name will be sent to you. I encourage you to present this certificate to your nominee in June during Seniors Month.

The Ontario government is proud to celebrate Seniors Month with municipalities across the province. Seniors generously give their time, knowledge and expertise making Ontario the best place in this country to live and work. It is important to take the time to celebrate our older population and acknowledge their invaluable contributions.

If you have any questions regarding the 2025 Ontario Senior of the Year Award, please contact Ontario Honours and Awards at OntarioHonoursAndAwards@ontario.ca.

Thank you for supporting the civic engagement of your local seniors.

Sincerely,

A handwritten signature in black ink that reads "Raymond Cho".

Raymond Cho
Minister for Seniors and Accessibility

**Ministry for Seniors
and Accessibility**

Minister

College Park
777 Bay Street
5th Floor
Toronto ON M7A 1S5

**Ministère des Services aux
aînés et de l'Accessibilité**

Ministre

College Park
777, rue Bay
5e étage
Toronto (Ontario) M7A 1S5



Avril 2025

Monsieur le Maire / Madame la Mairesse, Préfet/Préfète et Membres du Conseil :

Je vous écris pour vous inviter à [soumettre une candidature](#) pour le Prix ontarien de la personne âgée de l'année 2025.

Ce prix donne à chaque municipalité l'occasion d'honorer une personne âgée exceptionnelle de sa localité pour les contributions qu'elle a apportées à l'enrichissement de la vie sociale, culturelle et civique de sa communauté.

La date limite de soumission des candidatures est le 30 avril 2025.

Pour obtenir de plus amples renseignements concernant la façon de soumettre une candidature en ligne, veuillez visiter la page Web du [Prix ontarien de la personne âgée de l'année](#). Une fois que vous aurez soumis une candidature, un certificat personnalisé avec le nom de votre candidat(e) vous sera envoyé. Je vous encourage à le présenter à votre candidat(e) en juin pendant le Mois des aînés.

Le gouvernement de l'Ontario est ravi de célébrer le Mois des aînés avec les municipalités de toute la province. Les personnes âgées ont généreusement donné leur temps, leurs connaissances et leur expertise pour faire de cette province le meilleur endroit au pays où vivre et travailler. Il est important que nous prenions le temps de célébrer nos aînés et leurs précieuses contributions.

Si vous avez des questions au sujet du Prix ontarien de la personne âgée de l'année 2025, veuillez communiquer avec le Secrétariat des distinctions et prix de l'Ontario à l'adresse : OntarioHonoursAndAwards@ontario.ca

Merci d'avance pour votre soutien à l'engagement civique de vos aînés locaux.

Cordialement,

Raymond Cho
Ministre des Services aux aînés et de l'Accessibilité



**NOTE: PLEASE REMOVE IDENTIFICATION
SIGNS FROM THE SUBJECT LANDS**

April 15, 2025

Adam McCallum
3844 Switzer Drive
Glencoe, ON
N0L 1M0

Dear Adam McCallum

RE: Severance Application E 15-25
Lot 20, Concession 2
24915 Crinan Line

You are advised in respect to the subject submissions of the Land Division Committee that the period for the giving of notice of appeal has now expired and that no appeal has been received. If no notice of appeal is given within the specified period, the decision of the Land Division Committee is final and binding.

Where conditions have been imposed and the applicant has not, within a period of two years from the date of the decision fulfilled the conditions, the application for consent shall thereupon be refused. Confirmation of conditions being fulfilled requires original correspondence only; faxed copies will not be accepted. Under the Planning Act, the Elgin County Land Division Committee cannot grant any extensions to the two-year period.

I believe that you have already received a copy of the decision containing the conditions of the Committee in respect to the above-mentioned application and once proof of those conditions have been met, it will be in order for you to submit the necessary documents for the consent to register to be affixed by this office. You must submit all documents for certification by **March 26, 2027**, or your consent will lapse and you will be required to make a new application for consent, if you wish to proceed with the transaction.

I would request that three signed copies of the necessary documents be forwarded together with the \$300.00 fee charged for affixing the consent stamp. Two originals will be stamped and returned; the third copy will be retained for our file. In the event it is necessary to have a survey, two copies of the reference plan are required, one copy to accompany the documents, one copy to be forwarded electronically.

Sincerely,

Paul Clarke
Secretary-Treasurer
Land Division Committee

c.c. Municipality of West Elgin: Robin Greenall, rgreenall@westelgin.net; Robert Brown, planning@westelgin.net

**County of Elgin
Planning Department**
450 Sunset Drive
St. Thomas, Ontario
N5R 5V1 Canada
Phone: 519-631-1460
Fax: 519-631-4549
www.progressivebynature.com



FROM THE
COUNCIL CHAMBERS

COUNTY COUNCIL MEETING



APRIL 8, 2025



COUNTY COUNCIL MEETINGS

are held to handle urgent matters, final approvals from past meetings, and reports for information.

The following items were discussed at the April 8th Council Meeting:



Reading on the Road: Mobile Library Service
Set to Grow After Successful Pilot



Reading on the Road: Mobile Library Service Set to Grow After Successful Pilot

In 2024, Elgin County Library introduced a pilot Mobile Library Service, delivering books and library support to residents at Terrace Lodge and Elgin Manor (two of Elgin County's Long-Term Care Homes) with monthly visits. Staff provided residents at these homes with book lending, library cards, reading recommendations, and audiobooks.

The service was well-received, enhancing access to reading and building connections. The Elgin County Library plans to expand this program in 2025 to include weekly visits at these Homes, as well as the addition of more locations, like community retirement homes.

Impact on Elgin County Taxpayers:

This initiative uses current resources efficiently, promoting equitable access to services. While a few extra staffing hours may be needed, the cost is minimal. The benefits include improved quality of life for seniors and better community engagement, without significant new funding.



FROM THE COUNCIL CHAMBERS

COMMITTEE OF THE WHOLE MEETING



APRIL 8, 2025



COMMITTEE OF THE WHOLE MEETINGS

are held directly following Council and focus on detailed discussions and reviewing reports.

Decisions on the following reports won't be final until the next Council Meeting on April 22, 2025.

The following items were discussed at the April 8th Committee of the Whole Meeting:



Terrace Lodge Redevelopment Nears Finish Line with Final Funding Process



Smoother Roads Ahead: Major Road Repairs Proposed for 2025



Terrace Lodge Redevelopment Nears Finish Line with Final Funding Process

Elgin County has officially reached substantial completion of the Terrace Lodge Redevelopment Project. To finalize funding for the project, County staff are suggesting moving ahead with borrowing \$6 million through Infrastructure Ontario, as approved by Council during the 2025 budget process.

This borrowing must follow a strict process and timeline, with several key steps taking place between April 3 and May 1, 2025. These include document reviews, legal sign-offs, and Council's approval of a new by-law to finalize the loan. Staff have confirmed the timeline can be met and are working closely with legal counsel and Infrastructure Ontario to ensure timelines are met.

Impact on Elgin County Taxpayers:

The \$6 million loan would allow the County to spread out the cost of the Terrace Lodge project over the next 10 years, rather than paying it all upfront. This approach ensures responsible and sustainable financial management while continuing to invest in modern, high-quality care facilities for Long-Term Care Residents. **A final decision on this matter will be made at the April 22nd Council Meeting.**



Smoother Roads Ahead: Major Road Repairs Proposed for 2025

Eleven roads across Elgin County have been proposed by staff for major improvements, as part of the 2025 Capital Budget process. If approved, they will be resurfaced or rebuilt using Cold In-Place Asphalt Recycling and Hot Mix Asphalt Paving, with construction scheduled from May through to October.

Five roads — including Fingal Line, Clinton Line, Heritage Line, Lyons Line, and Fruitridge Line — would undergo Cold In-Place Asphalt Recycling, a cost-effective and eco-friendly method that reuses existing road materials before applying fresh asphalt. If approved by Council, nine additional roads would be fully repaved, with paved shoulders for future cycling lanes being suggested for two of these roadways.

Impact on Elgin County Taxpayers:

These improvements are part of Elgin County's regular infrastructure investment plan, covered under the 2025 budget. By using competitive bidding and recycling techniques, the County aims to keep costs down while enhancing safety and road lifespan. **A final decision on this matter will be made at the April 22nd Council Meeting.**



NEXT COUNCIL MEETING



APRIL 22, 2025



9:00 AM



COMMITTEE OF THE WHOLE MEETING

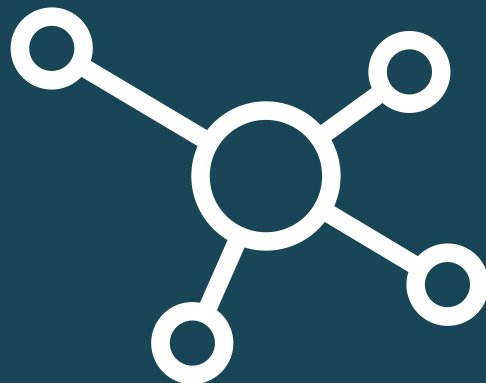


APRIL 22, 2025



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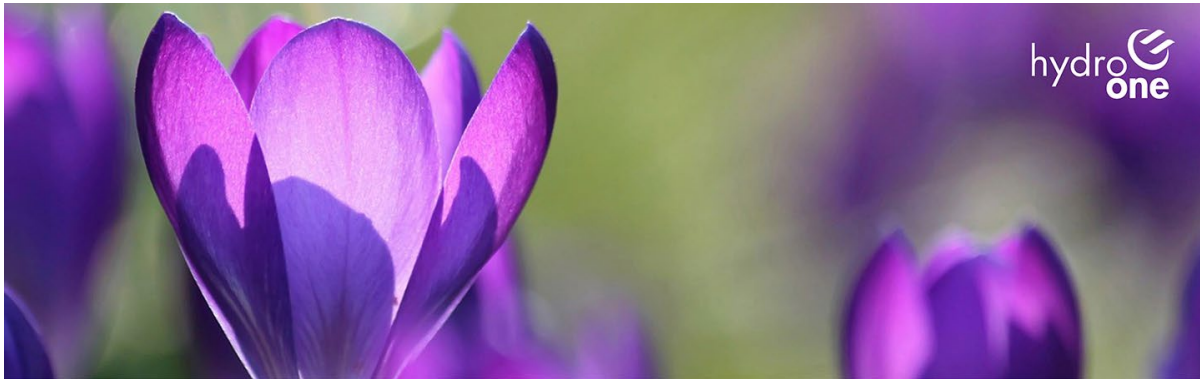
@ElginCountyTourism



@ElginCounty

From: [Hydro One Community Relations](#)
To: [Terri Towstiu](#)
Subject: Longwood to Lakeshore Project Update – Spring 2025
Date: Tuesday, April 22, 2025 12:35:23 PM
Attachments: [Image_20250422_090415_616.png](#)

You don't often get email from community.relations@hydroone.com. [Learn why this is important](#)



As we move towards selecting a preferred route for the Longwood to Lakeshore Project, we wanted to take an opportunity to provide an update on work underway and explain what happens once the preferred route is announced.

As a reminder, the Project includes two new single-circuit 500kV transmission lines between the Longwood Transmission Station (TS) in Strathroy-Caradoc and the Lakeshore TS in Lakeshore and you can find more information on the project website: HydroOne.com/Longwood-to-Lakeshore.

Preferred route announcement and what's next

The preferred route will be announced **in early May**. We will be reaching out to all property owners along the selected route as soon as we have information to share. Each owner will have a dedicated real estate representative that will work closely with them throughout the process.

We will be hosting a virtual open house in May and in-person open houses in June to discuss the route evaluation results. Dates, locations and more info will be provided via email in the coming weeks.

Engagement and field studies are continuing

Last November, we hosted our third round of community open houses. Thank you to everyone who attended and shared your comments. Since then, we have visited with more property owners and continued to deepen our understanding of features found across the project area.

As the weather turns to spring, Hydro One

is continuing investigations, including aerial and roadside surveys. Collecting data during each season allows us to identify unique landscape characteristics that may need to be addressed in the design of the transmission lines.

No access to private property is required during this phase of work.



Stay in touch

We look forward to continuing to work with you on this important project. If you have any questions or would like to share any comments, connect with us at 1.877.345.6799 or Community.Relations@HydroOne.com.

To be removed from our contact list, email us at the contact above.

April 7, 2025

Sent Electronically

Attention:

Mayor and Members of Council for the Municipality of West Elgin

CAO Robin Greenall

Clerk Terri Towstiuć

For Information

Re: Proclamation of June 7th, 2025 as LemonAID Day

We are writing to request that you proclaim June 7th, 2025, as LemonAID Day in the Municipality of West Elgin. We are excited to be back at it again this year and are looking for your support once again in making this initiative a success.

LemonAID Day is a county-wide initiative led by a partnership between Doug Tarry Homes and the Elgin Children's Foundation. This initiative transforms neighborhoods across Elgin County into vibrant lemonade stands, providing refreshing drinks while raising funds to send deserving children connected with Family and Children's Services of St. Thomas and Elgin to camp.

Camp offers a safe and enriching environment where children can develop new skills, build friendships, and create lasting memories. Funds raised through LemonAID Day directly benefit these children, giving them the opportunity to experience the joy and transformative impact of camp.

Declaring June 7th as LemonAID Day would bring several benefits to our community:

- *Increased Community Engagement* – LemonAID Day fosters a spirit of togetherness and participation across all ages in Elgin County, strengthening community bonds.
- *Support for Local Children* – The funds raised through lemonade stands across the county will make a meaningful impact by providing camp opportunities for children who might not otherwise have the chance to attend.
- *Positive Youth Development* – This initiative empowers young people to develop entrepreneurial skills, teamwork, and social responsibility while making a tangible difference in their community.

A proclamation from the Municipality of West Elgin would serve as a strong endorsement of LemonAID Day, helping to generate media coverage, encourage participation, and further amplify its positive impact.



LemonAID Day aligns with the Municipality of West Elgin's commitment to fostering collaboration, public health, and youth engagement. By supporting this initiative, you can play a leading role in strengthening community ties and improving the well-being of children across Elgin County.

Additionally, we would be happy to present to City Council to provide more details about LemonAID Day and its potential impact on our community. This presentation would offer an opportunity to answer any questions and further highlight how this initiative benefits local children and families. Enclosed, you will find an attachment outlining ways sponsors and community members can get involved.

Thank you for your time and consideration. We hope you will once again join us in recognizing LemonAID Day, ensuring another successful year of community-driven support for local children.

Sincerely,

Myles Proulx

Community Engagement Advocate
Family and Children's Services St. Thomas and Elgin

Contact Information:

Myles Proulx
Elgin Children's Foundation
Phone: 519 619-5952
Email: mproulx@caselgin.on.ca

Suzie Dennis
Doug Tarry Homes
Phone: (519) 851-7386
Email: sdennis@dougarryhomes.com

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MUNICIPALITY OF **West Elgin**

The Corporation of The Municipality of West Elgin

By-Law No. 2025-21

Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on April 24, 2025.

Whereas Section 5(1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the powers of a municipality shall be exercised by council; and

Whereas Section 5(3) of the Municipal Act, the powers of Council shall be exercised by by-law; and

Whereas it is deemed expedient that proceedings of Council of the Corporation of the Municipality of West Elgin as herein set forth be confirmed and adopted by by-law.

Now therefore the Council of the Municipality of West Elgin enacts as follows:

1. That the actions of the Regular meeting of Council held on April 24, 2025, in respect of each recommendation, motion and resolution and other action taken by the Council at this meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and proper officials of the Corporation of the Municipality of West Elgin are hereby authorized and directed to do all things necessary to give effect to the action of the Council referred to in the preceding section hereof.
3. The Mayor and Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix the Seal of the Corporation of the Municipality of West Elgin.

Read a first, second, and third time and finally passed this 24th day of April, 2025.

Richard Leatham, Mayor

Terri Towstiuc, Clerk