



Municipality of West Elgin

Agenda

Council Meeting

Date: May 8, 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).

1. Call to Order
2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for May 8, 2025 as presented.

3. Disclosure of Pecuniary Interest and General Nature Thereof
4. Public Meeting

Recommendation:

That West Elgin Council hereby proceed into a Public Meeting pursuant to the *Planning Act*.

4.1 Zoning Amendment

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding Zoning By-law Amendment Application D-14 2-2025 – Recommendation Report (Planning Report 2025-08)

That West Elgin Council approve the correction of the zoning of the lands at 172 and 174 Jane St. by rezoning the lands from Residential Second Density (R2) to Residential Third Density (R3) Zone, in accordance with the attached draft zoning by-law, and

Further that West Elgin Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the May 8, 2025, Council Agenda.

4.2 Adjournment of the Public Meeting

Recommendation:

That West Elgin Council hereby adjourn the Public Meeting pursuant to the *Planning Act*.

5. Delegations

5.1 Motion to Suspend the Rules (Allow thirty (30) minutes for delegation)

Pursuant to Section 3.5 of By-law 2024-05 (*Procedural By-law*) "Any part or parts of this by-law may be suspended by a vote with the consent of Council Members present unless the part(s) is prescribed by statute or law."

Recommendation:

That West Elgin Council hereby suspend the rules of By-law 2024-05, Section 6.8, allowing delegation Mat Vaughan, County of Elgin, a maximum of thirty (30) minutes for the purpose of a presentation Re: Elgin County Planning, Shared Services.

5.2 Mat Vaughan, Director of Planning and Development, County of Elgin Planning

Elgin County Centralized Planning Services Presentation

6. Adoption of Minutes

Recommendation:

That West Elgin Council hereby adopt the Minutes of April 24, 2025, as presented.

7. Business Arising from Minutes

8. Staff Reports

8.1 Wastewater (Planning to Present)

8.1.1 Wastewater Treatment Capacity and Growth

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner on the current wastewater treatment capacity and growth in West Elgin, and

That West Elgin Council directs administration to initiate the process to engage a consultant to undertake the necessary modelling to determine future wastewater treatment needs and develop solution options to expand treatment capacity, including shared services with neighbouring municipalities.

8.2 Building

8.2.1 Monthly Building Report, April 2025

Recommendation:

That West Elgin Council hereby receives the report from Re: Building Department Summary Report for the month of April 2025.

8.3 Fire

8.3.1 Monthly Fire Services Report, April 2025

Recommendation:

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

8.4 Municipal Drains

8.4.1 Section 78, Request for Major Improvement, Mills Drain

Recommendation:

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

That Council approve the request for the Improvement of the Hauser Drain, dated April 23, 2025, submitted by Mike Simon, President, 1000728899 Ont. Inc.; And

That Council hereby approves Spriets and Associates, to proceed with the necessary actions, pursuant to the *Drainage Act*.

8.5 Community Services & Clerks

8.5.1 Community Grants Update

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuć, Manager of Community Services/Clerk; And

That Council hereby provide pre-budget approval for the community grant requests for events held in May and June, 2025.

8.6 Chief Administrative Officer

8.6.1 OCWA 2025 Capital Spending Request

Recommendation:

That West Elgin Council hereby receives the report from Robin Greenall, CAO; AND

That West Elgin Council approves the capital spending of \$97,000 as requested by the Ontario Clean Water Agency for necessary upgrades to the West Lorne wastewater treatment plant.

9. 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

10. Notice of Motion

11. Council Inquires/Announcements

Council opportunity for information inquiries and/or announcements.

12. Correspondence

Recommendation:

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

12.1 County of Elgin, Notice of Decision, E 27-25

12.2 County of Elgin, From the Council Chambers, April 22 2025

12.3 Four Counties Community Villa

13. Items Requiring Council Consideration

13.1 Special Meeting of Council, June 5, 2025

Recommendation:

That West Elgin Council hereby schedule a Special Meeting of Council on Thursday, June 5, 2025 at 4:00pm, for the purpose of Ward 3 Candidate Interviews; And

That a selection and appointment of Ward 3 Councillor will be made on Thursday, June 12, 2025, at the Regular Meeting of Council.

14. By-Laws

14.1 2025-22, Dissolution of Ward System of Electoral Representation

Recommendation:

That By-law 2025-22, being a By-law to dissolve the 'Ward System of Electoral Representation' for the Corporation of The Municipality of West Elgin, and Institute an 'At-Large System of Electoral Representation' and to Repeal By-law 99-53, be read a first, second and third and final time.

14.2 2025-23, Zoning Amendment, 172 and 174 Jane Street

Recommendation:

That By-law 2025-23, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for property at 172/174 Jane Street, be read a first, second and third and final time.

15. Closed Session

Recommendation:

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at _____ pm, to discuss three (3) matters pursuant to the *Municipal Act*, Section 239 (2)

1. (c) a proposed or pending acquisition or disposition of land by the municipality or local board; (Graham Road West Lorne)
2. (b) personal matters about an identifiable individual, including municipal or local board employees; (CBO Contract)
3. (b) personal matters about an identifiable individual, including municipal or local board employees; (Unauthorized use/damage of Municipal Property)

16. Report from Closed Session

17. Confirming By-Law

Recommendation:

That By-law 2025-24 being a By-law to confirm the proceeding of the Regular Meeting of Council held on May 8, 2025, be read a first, second and third and final time.

18. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 4:00pm, on Thursday, May 22, 2025, or at the call of the Chair.