



# Municipality of West Elgin

## Minutes

### Special Meeting of Council

June 9, 2025, 4:00 p.m.

Council Chambers

160 Main Street

West Lorne

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

**Staff Present:** Terri Towstiuc, Manager of Community Services/Clerk  
Magda Badura, Manager of Corporate Services (Treasurer)  
Robin Greenall, Chief Administrative Officer  
Dave Charron, Manager of Infrastructure & Development

**1. Call to Order**

Mayor Leatham called the Special Meeting of Council to order at 4:00 pm.

**2. Adoption of Agenda**

**SCM 2024- 25**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That West Elgin Council hereby adopts the Special Meeting Agenda of June 9, 2025 as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

#### **4. Minutes of Previous Special (Budget) Meeting**

##### **SCM 2024- 26**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby approve the Special Meeting (Budget) Minutes, of June 3, 2025, as presented.

**Carried**

#### **5. Staff Reports and Presentations**

##### **5.1 M. Badura, Manager of Corporate Services/Treasurer - 2025 Draft Budget**

Council discussed the budget, with no further amendments to be made. Council wishes to approve the budget at the Regular Meeting of Council, June 12, 2025, once a full council has been established.

##### **SCM 2024- 27**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby accept the 2025 Budget, as information only.

**Carried**

##### **5.1.1 Port Glasgow Trailer Park**

M. Badura Manager of Corporate Services/Treasurer reviewed the final changes to the PGTP budget, including \$20,000 for washroom upgrades and \$50,000 for an engineers report for an accessible washroom.

Ms. Badura also reviewed the \$10,000 put aside annually for sewage expenses, to offset any significant expenses in the event of a required sewage repair.

Council concluded discussion with expression their appreciation to staff for the detail and time put into the 2025 budget preparation, and the efforts put forth to reduce the tax burden on rate payers.

##### **5.1.2 Water**

##### **5.1.3 Wastewater - Rodney**

#### **5.1.4 Wastewater - West Lorne**

#### **5.1.5 Operating**

Ms. Badura reviewed the funds being transferred upon approval from the Tax Stabilization Fund, and reviewed the amounts move to and from this reserve account in the last three (3) years.

Council requested clarification on the Capital Carry Forward reserve amount, which is the capital projects previously approved by Council, but not yet completed.

#### **5.2 R. Greenall - Pay Equity Presentation**

Robin Greenall, Chief Administrative Officer (CAO) provided Council with a presentation, summarizing the 2023/34 Pay Equity Review and Organizational review, both approved by Council. The reviewed resulted in additional staff, separation of duties, and increase to administrative wages. This presentation was for information purposes, for both Council and ratepayers, to fully understand the impacts of the 2023/34 Pay Equity Review and Organizational Review.

#### **5.3 M. Badura - Investment Interest Presentation**

Ms. Badura provided clarification on the investment reserves, including which funds are obligatory and restricted.

### **6. Confirmatory By-law**

#### **SCM 2024- 28**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That By-law 2025-34 being a By-law to confirm the proceeding of the Special Meeting of Council held on June 9, 2025, be read a first, second and third and final time.

**Carried**

### **7. Adjournment**

#### **SCM 2024- 29**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That the Council of the Municipality of West Elgin hereby adjourn the Special Meeting of Council at 4:49 pm to meet again at 4:00pm, on Thursday, June 12, 2025 or at the call of the Chair.

**Carried**

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Richard Leatham, Mayor

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Terri Towstiuc, Clerk