



# **Municipality of West Elgin**

## **Agenda**

### **Council Meeting**

Date: June 12, 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. Filipe Sousa - Oath and Declaration of Office - Ward 3 Councillor**

Mr. Sousa to read aloud Oath and Declaration to Office, and join Council for the remainder of the 2022-2026 term of Council.

**3. Adoption of Agenda**

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for June 12, 2025, as presented.

**4. Disclosure of Pecuniary Interest**

**5. Delegations**

**5.1 Amy Sousa Re: Roots & Revival Festival**

Plans and requests to be made towards council for assistance regarding the Roots and Revival Festival

## **5.2 Nathan MacIntyre Re: Rip Current Information Project**

Community initiative and recently registered nonprofit corporation “Rip Current Information Project”, advocating for water safety.

## **6. Adoption of Minutes**

Recommendation:

That West Elgin Council hereby adopt the Minutes of May 22, 2025 (Regular Meeting) and June 5 & 9, 2025 (Special Meetings), as presented.

## **7. Business Arising from Minutes**

## **8. Staff Reports**

### **8.1 Municipal Drains**

#### **8.1.1 Fleuren Drain, Subsequent Request**

Recommendation:

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

That Council approve the request for the Improvement of the Fleuren Drain, dated June 3, 2025, submitted by Rob Tait; And

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

### **8.2 Planning**

#### **8.2.1 Severance Application E30-25 - Comment to Elgin County**

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E30-25 – Comments to Elgin County (Planning Report 2025-12)

And that West Elgin Council hereby recommended approval to the Land Division Committee of the County of Elgin for severance application, File E30-25, subject to the Lower-Tier Municipality conditions in Appendix One of this report;

And further that West Elgin Council directs administration to provide this report as Municipal Comments to the County of Elgin.

### **8.2.2 Severance Application E32-25 - Comments to Elgin County**

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E32-25 – Comments to Elgin County (Planning Report 2025-14).

And that West Elgin Council hereby recommended approval to the Land Division Committee of the County of Elgin for severance application, File E32-25, subject to the Lower-Tier Municipality conditions in Appendix One of this report;

And further that West Elgin Council directs administration to provide this report as Municipal Comments to the County of Elgin.

### **8.2.3 Severance Application E34-25 - Comments to Elgin County**

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E34-25 – Comments to Elgin County (Planning Report 2025-13).

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E34-25, subject to the Lower-Tier Municipality conditions in Appendix One of this report;

And further that West Elgin Council directs administration to provide this report as Municipal comments to the County of Elgin.

## **8.3 Clerk's**

### **8.3.1 Pool Donations**

Recommendation:

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

That Council hereby approves the recommendation of a discounted fee of \$4.00 per single admission and \$40.00 ten-visit pass for aquafit users, for the 2025 pool season; And

That Council hereby approves the recommendation of fifty percent (50%) fee reduction for all open swims for all users for the 2025 pool season; And

That Council request staff continue canvassing for weekend sponsorship, to offset costs for the 2025 weekend swims.

### **8.3.2 Monthly Report, Community Services, April and May 2025**

Recommendation:

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

## **8.4 Corporate Services/Finance**

### **8.4.1 2025 Budget Summary**

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, Manager of Corporate Services – Treasurer re: 2025 Budget Summary;

And That; West Elgin Council hereby adopts the 2025 Operating and Capital Budgets as presented.

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

Council opportunity to provide any updated from board and/or committee meetings.

## **10. Notice of Motion**

None presented prior to deadline.

## **11. Council Inquires/Announcements**

Council opportunity to provide any informal 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, E 27-25, Notice of No Appeals**

### **12.2 Watson & Associates - Comments on Bill 17 (Protect Ontario by Building Faster and Smarter Act, 2025)**

### **12.3 Letter dated May 22, 2025 from Marion Willms Re: Property Standards By-laws Concerning Noxious Weeds**

### **12.4 Municipal Climate Resiliency Grant Decision**

### **12.5 Community Sport and Recreation Infrastructure Fund Program Letter (Arena Grant)**

### **13. Items Requiring Council Consideration**

#### **13.1 Special Meeting, June 23, 2025, Port Glasgow Trailer Park**

Recommendation:

That West Elgin Council hereby schedule a Public Information Meeting, to be held on June 23, 2025 at 6:00pm, at the West Elgin Recreation Centre, 135 Queen Street, for discussion of the Port Glasgow Trailer Park report and study, prepared by Watson & Associates; And

That while reasonable effort will be made to record the Public Information Meeting, there may be situations where the video recording may be unavailable or delayed due to technical difficulties. The meeting will not be cancelled or postponed due to technical issues to the recording equipment if the facility is physically open and accessible to the public.

### **14. Upcoming Meetings**

- June 18, Recreation Committee, 7:00pm
- June 23, Heritage Homes, 1:00pm
- June 23, Public Meeting (PGTP), 6:00pm
- June 24, Economic Development, 7:00pm
- June 26, Court of Revision, 3:45pm
- June 26, Regular Council, 4:00pm
- July 9, Bo Horvat Community Center BoM, 9:00am
- July 15, Tri-County Water Board, 7:00pm
- July 16, Recreation Committee, 7:00pm
- July 17, Regular Council, 4:00pm
- July 21, Four Counties Transit, 8:30am

### **15. By-Laws**

#### **15.1 2025-35 - Agreement with Township of Southwold, Chief Building Official**

Recommendation:

That By-law 2025-35, being a by-law to Authorize the Execution of an Amending Terms Agreement between The Corporation of the Township of Southwold and The Corporation of the Municipality of West Elgin for services of the Southwold Building Services Department for the administration and enforcement of the Ontario Building Code Act and Building Code, be read a first, second and third final time.

## **15.2 2025-36 - Adoption of 2025 Budget**

Recommendation:

That By-law 2025-36, Being a By-Law to Adopt the 2025 Operating and Capital Budgets for the Municipality of West Elgin, and Repeal By-law 2024-35, be read a first, second, third and final time.

## **15.3 2025-37 - Tax Ratios**

Recommendation:

That By-law 2025-37, being a By-Law to set the Transition Ratios and to Levy Taxes for the Year 2025, be read a first, second, third and final time.

## **15.4 2025-38 - Water & Wastewater Rates**

Recommendation:

That By-law 2025-38, Being a By-Law to Establish Rates for Municipal Water and Wastewater Services for 2025 and to repeal By-Law 2024-40, be read a first, second, third and final time.

## **16. Closed Session**

Recommendation:

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at \_\_\_\_\_ pm, to discuss the following matters pursuant to Section 239 of the *Municipal Act*.

- (2)(c) Proposed or pending acquisition or disposition of land (O'Malley Road)
- (2)(b) Personal Matter about Identifiable Individuals (Contract & Agreement for Health & Safety)
- (2)(b) Personal Matters about identifiable Individuals (Economic Development Committee Resignations)
- (2)(d) Labour relations or employee negotiations (CAO HR/Staffing Update)

## **17. Report from Closed Session**

## **18. Confirming By-Law**

Recommendation:

That By-law 2025-39 being a By-law to confirm the proceeding of the Regular Meeting of Council held on June 12, 2025, be read a first, second and third and final time.

## 19. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet again at 4:00pm, on Thursday, June 26, 2025 or at the call of the Chair.