



# **Municipality of West Elgin**

## **Minutes**

### **Council Meeting**

**June 26, 2025, 4:00 p.m.**

**Council Chambers**

**160 Main Street**

**West Lorne**

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

**Staff Present:** Robert Brown, Planner  
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

**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**

Mayor Leatham called the meeting to order at 4:00 pm, followed by a few words, honouring the passing of Norma McPhail, wife of the late Mayor Duncan McPhail, and pillar to the West Elgin community. Mrs. McPhail was upstanding citizen who was involved in so many committees and local events, and her presence will be deeply missed by all.

On behalf of West Elgin Council and Staff, Mayor Leatham offered deepest condolences to the family of Mrs. McPhail, and held a moment of silence, in her honour.

**2. Adoption of Agenda**

**Resolution No. 2024- 200**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Sousa

That West Elgin Council hereby adopts the Regular Council Agenda for June 26, 2025 as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

**3.1 Councillor Sousa - Request for Support, Roots and Revival Festival 2025**

Member of the Roots & Revival Committee.

**3.2 Councillor Statham - Request for Support, Roots and Revival Festival 2025**

Member of the Roots & Revival Committee.

**4. Public Meeting**

**Resolution No. 2024- 201**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Sousa

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

**Carried**

**4.1 Engineers Report, dated April 29, 2025**

J.M. Spriet, Spriet Associates Engineering Ltd. advised Council that a petition was received from Mr. Aldred and Mr. Dymock, for a new drain to provide proper drainage to Mr. Aldred's land.

**Resolution No. 2024- 202**

**Moved:** Councillor Denning

**Seconded:** Councillor Sousa

That the Council of the Municipality of West Elgin hereby receives the Engineers report as prepared and presented by Mr. JM Spriet, P. Eng.; and

That Council authorizes staff to initiate the tender process in accordance with the Drainage Act, as required, for the construction of the Municipal Drain known as Dunborough Road Drain, to be considered by Council following the Court of Revision; and

That the Court of Revision be scheduled for Thursday, August 14, 2025, at 3:30pm; and

That Council consider the provisional By-Law 2025-41, as presented in the By-Law portion of the agenda for a first and second reading.

**Carried**

**4.2 Landowner Comment**

Mr. Aldred advised no comment but understands this needs to be addressed to provide the required drainage to his land.

**4.3 Public Comment**

None.

**4.4 Council Comment**

Council asked Mr. Spriet about the municipal cost, due to the drain crossing Dunborough road. Mr. Spriet advised this will be assessed to and a cost of Elgin County, as this is a County road.

Mr. Spriet also advised this is a border road, and a representative from Dutton Dunwich will be required for the Court of Revision.

**4.5 Adjournment of Public Meeting**

**Resolution No. 2024- 203**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

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

**Carried**

**5. Presentation of Senior of the Year Award**

Council nominated Mr. Bill Graham for the 2025 Ontario Senior of the Year Award. Mayor Leatham presented Mr. Graham with the award, along with a

summary of Mr. Graham's many achievements and contributions to the community. Councillor Denning presented Mr. Graham with a separate award on behalf of Premier Doug Ford and MPP Rob Flack, also highlighting Mr. Graham volunteer contributions to the community.

Mr. Graham thanked Council for the recognition, followed by a few words of gratitude for the community.

**6. Adoption of Minutes**

**Resolution No. 2024- 204**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That West Elgin Council hereby adopt the Minutes of June 12, 2025 (Regular Meeting) and June 23, 2025 (Special Meeting) as presented.

**Carried**

**7. Business Arising from Minutes**

None.

**8. Staff Reports**

**8.1 Planning**

**8.1.1 Severance Application E36-25 – Comment to Elgin County**

**Resolution No. 2024- 205**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E36-25 – Comments to Elgin County (Planning Report 2025-15).

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E-36-25, 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.

**Carried**

## **8.2 Infrastructure and Development**

### **8.2.1 2025 Line Painting Tender Results**

#### **Resolution No. 2024- 206**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from Dave Charron, Manager of Infrastructure and Development; and

That West Elgin Council hereby approves the tender amount of \$58,581.00 plus applicable taxes from RanN Maintenance of Guelph ON for line painting services.

**Carried**

### **8.2.2 Monthly Report, April and May, 2025**

#### **Resolution No. 2024- 207**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Sousa

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

**Carried**

## **8.3 Community Services/Clerk**

### **8.3.1 Request for Support, Roots and Revival Festival 2025**

Councillor Sousa declared a conflict on this item. (Member of the Roots & Revival Committee. )

Councillor Statham declared a conflict on this item. (Member of the Roots & Revival Committee. )

#### **Resolution No. 2024- 208**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Terri Towstiuc, Manager of Community Services/Clerk Re: Roots & Revival Festival, July 18-20, 2025, Requests to Council; And

That Council hereby approve the laneway closure for the municipal “laneway” that runs from Munroe Street to Main Street (West Lorne); And

Further that Council approve the use of the sound equipment for the festival; And

Further that Council approve the use of the parking lot located at the Bo Horvat Community Centre, for the Firefighters Barbeque, and supply of picnic tables and waste receptacles; And

Further that Council approve the concept of the mural(s), to be painted on the bay doors of the West Lorne Fire Department;

Further that Council approve a donation of up to \$3,000 for paint supplies for the painted murals; And

Further that Council deny the request for use Municipally owned pulled behind cherry picker style equipment.

**Carried**

### **8.3.2 Request from Recreation Committee Re: Cash Payment for Canada Day Performers**

**Resolution No. 2024- 209**

**Moved:** Councillor Sousa

**Seconded:** Councillor Statham

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

That Council hereby approve the request for cash payments, \$175.00 total, for compensation for the musical performers for the Canada Day Celebration event, to be held on July 1, 2025; And

That Council direct staff to use the funds allocated from the Federal Canada Day Grant and the Municipal Budget.

## **8.4 Corporate Services/Finance**

### **8.4.1 West Elgin Water Consumption Adjustments**

#### **Resolution No. 2024- 210**

**Moved:** Councillor Statham

**Seconded:** Councillor Sousa

That West Elgin Council hereby receives the report from M. Badura, Manager of Corporate Services – Treasurer re: West Elgin Water Consumption Adjustments for information:

And that West Elgin Council directs staff to draft a report to the Tri-County Water Board for the approval to proceed.

**Carried**

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

No Updates.

## **10. Notice of Motion**

None Received.

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

Deputy Mayor Tellier gave an update and reminder for the Canada Day events to take place on July 1, including free swimming at the public pool in Rodney and may events at Miller Park in West Lorne. The Lions will have a food truck and Sweet Treats ice cream truck.

Councillor Sousa provided an update on Roots & Revival, thanking Council and the community for their support, advising that they are \$500 away from their funding goal.

Councillor Denning provided an update from the previous evening's Economic Development Committee's meeting, indicating that the committee will be recruiting for one more member, and looking in to grant opportunities through Rural Economic Development programs.

## **12. Correspondence**

12.1 Elgin County, Economic Development Update, Summer 2025

12.2 EMO St. Clair Sector Update, June 2025

12.3 County of Elgin, Updates on Bills 5, 17 and 30

**Resolution No. 2024- 211**

**Moved:** Councillor Statham

**Seconded:** Councillor Sousa

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

**Carried**

**13. Items Requiring Council Consideration**

**13.1 Letter dated June 10, 2025 from Elgin County Office of the Warden  
Re: Community Safety and Well-Being Review and Update**

**Resolution No. 2024- 212**

**Moved:** Councillor Sousa

**Seconded:** Councillor Denning

That West Elgin Council hereby acknowledge receipt of the Elgin County, Community Safety and Well-Being Review and Update; And

That in accordance with Ontario Regulation 414/23, Council hereby approve the Community Safety and Well-Being Review and Update, as presented.

**Carried**

**14. By-Laws**

**14.1 2025-41, Dunborough Road Drain Provisional**

**Resolution No. 2024- 213**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That By-law 2025-41, being a By-Law to provide for drainage works on the Dunborough Road Drain in the Municipality of West Elgin, be read a first and second time, and provisionally adopted.

**Carried**

**15. Closed Session**

**Resolution No. 2024- 214**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham



That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 5:08 pm, to discuss matters pursuant to the Municipal Act, Section 239 2(k) , being a position, plan, procedure, criteria or instruction to be applied to any negotiation carried on or to be carried on by or on behalf of the municipality of local board (Port Glasgow Trailer Park Contracts).

**Carried**

**16. Report from Closed Session**

Report from Closed Session at 5:39pm.

West Elgin Council went into Closed Session for discuss one matter pursuant to Section 239 (2)(k) of the *Municipal Act*, for the purpose of plans and instruction for negotiations of Port Glasgow Trailer Park contracts. Administrative direction was provided to staff.

**17. Confirming By-Law**

**Resolution No. 2024- 215**

**Moved:** Councillor Statham

**Seconded:** Councillor Sousa

That By-law 2025-42 being a By-law to confirm the proceeding of the Regular Meeting of Council held on June 26, 2025, be read a first, second and third and final time.

**Carried**

**18. Adjournment**

**Resolution No. 2024- 216**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That the Council of the Municipality of West Elgin hereby adjourn at 5:40 to meet again at 4:00pm, on Thursday, July 17, 2025, or at the call of the Chair.

**Carried**

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Richard Leatham, Mayor

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Terri Towstiu, Clerk