



# **Municipality of West Elgin**

## **Agenda**

### **Council Meeting**

Date: July 17, 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. Adoption of Agenda**

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for July 17, 2025 as presented.

**3. Disclosure of Pecuniary Interest and General Nature Thereof**

**4. Adoption of Minutes**

Recommendation:

That West Elgin Council hereby adopt the Minutes of June 26, 2025 as presented.

**5. Business Arising from Minutes**

**6. Staff Reports**

**6.1 Building**

### **6.1.1 Monthly Building Report, June 2024**

Recommendation:

That West Elgin Council hereby receives the report from Corey Pemberton, Chief Building Official Re: Building Department Summary Report for the month of June 2025.

## **6.2 Fire**

### **6.2.1 Incident Report, 2024**

Recommendation:

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

### **6.2.2 Monthly Report, May & June 2025**

Recommendation:

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

## **6.3 Wastewater**

### **6.3.1 OCWA - West Lorne Wastewater Treatment Plant Lagoon Spill**

## **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**

**8.1 Councillor Sousa - Removal of "Surplus Land" Status, Port Glasgow Trail Park**

**To be read on August 14, 2025:**

WHEREAS West Elgin Resolution CM 2024-418 declared the lands known as Port Glasgow Trailer Park to be surplus to the needs of the municipality; And

WHEREAS West Elgin Resolution SCM 2025-36 received a Financial Assessment, presented by Daryl Abbs, Managing Partner, Watson & Associates Economists Ltd.; And

WHEREAS Resolution SCM 2025-36 provided direction to maintain ownership of Port Glasgow Trailer Park, directing staff to implement best practices and update service and use policies and procedures; Now

BE IT RESOLVED that West Elgin Council hereby remove the land known as Port Glasgow Trailer Park from the "Surplus Lands List".

**8.2 Councillor Sousa - Cost Estimate for Fencing, Miller Park Baseball Diamond**

**To be read on August 14, 2025:**

WHEREAS the existing baseball field at Miller Park lacks adequate fencing impacting the field's usability; And

WHEREAS a properly installed baseball fence will encourage community engagement, attract local organized baseball leagues and potentially provide long term revenue opportunities; Now

BE IT RESOLVED that West Elgin Council directs staff to bring back several cost estimates for installation of metal fencing around Miller Park baseball diamond.

**9. Council Inquires/Announcements**

Council opportunity for informal announcement and/or inquiries.

**10. Correspondence**

Recommendation:

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

**10.1 County of Elgin, Joint Annual Accessibility Status Report, 2023 & 2024**

**10.2 Letter from Hon. Lisa M. Thompson (Rural Affairs) Re: Rural Ontario Development (ROD) Program**

**10.3 County of Elgin, Notice of Decision E 30-25**

**10.4 County of Elgin, Notice of Decision E 32-25**

**10.5 County of Elgin, Notice of Decision E 34-25**

**10.6 Watson & Associates, Development Charges Regulations, Proposed Updates**

**10.7 Elgin OPP 2024 Annual Report**

Elgin OPP Detachment Delegation will be received by West Elgin Council late Fall 2025.

**11. Items Requiring Council Consideration**

**11.1 Notification Requirement for Liquor License - St. Elijah Orthodox Church**

The Alcohol and Gaming Commission of Ontario requires applicants to notify the Municipality of any event that will occur within the municipal limits and will either sell or provide alcohol for their attendees.

Recommendation:

That West Elgin Council hereby acknowledge receipt of the event notification from the St. Elijah Orthodox Church, for their event to be held on Sunday, August 4, 2024, as a requirement from the Alcohol and Gaming Commission of Ontario (AGCO).

**12. Upcoming Meetings**

- July 21 - Four Counties Transit Committee, 8:30am
- July 29 - Recreation Committee, 7:00pm
- August 13 - Bo Horvat Community Centre Board of Management, 9:00am
- August 14, Court of Revision, Dunborough Road Drain, 3:30pm
- August 14, Regular Council, 4:00pm

**13. 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)(k), being a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

1. Port Glasgow Trailer Park Contracts
2. Easement Contract
3. HR Contracts

**14. Report from Closed Session**

Clerk to provide Report from Closed Session.

**15. Confirming By-Law**

Recommendation:

That By-law 2025-43 being a By-law to confirm the proceeding of the Regular Meeting of Council held on July 17, 2025, be read a first, second and third and final time.

**16. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet again at 4:00pm, on Thursday, August 14, 2025, or at the call of the Chair.