



Municipality of West Elgin

Agenda

Council Meeting

Date: **October 23, 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 October 23, 2025 as presented.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Presentation, Christene Scrimgeour, 2024 Draft Financials

4.1 Draft Consolidated Financial Statements, Year Ending 2024

Recommendation:

That West Elgin Council hereby approve the 2024 Draft Consolidated Financial Statements, as presented by Christene Scrimgeour, Scrimgeour & Company, CPA Professional Corporation, as presented.

4.2 Draft Trust Funds, Year Ending 2024

Recommendation:

That West Elgin Council hereby approve the 2024 Draft Trust Account Statements, as presented by Christene Scrimgeour, Scrimgeour & Company, CPA Professional Corporation, as presented.

4.3 Adjusting Journal Entries, Year Ending 2024

Recommendation:

That West Elgin Council hereby receive the Adjusting Journal Entries, for Year-End 2024, as presented by Christene Scrimgeour, Scrimgeour & Company, CPA Professional Corporation, as presented.

5. Delegations

5.1 Dan Soos, Elgin ATV Club Update

Dan Soos to provide Council with information regarding the Elgin ATV Club.

6. Adoption of Minutes

Recommendation:

That West Elgin Council hereby adopt the Minutes of October 9, 2025 as presented.

6.1 Elgin OPP Detachment Board Minutes

Recommendation:

That West Elgin Council hereby receive and file the Elgin OPP Detachment Board Meeting Minutes of June 25 and September 16, 2025.

7. Business Arising from Minutes

8. Staff Reports

8.1 Fire

8.1.1 Monthly Fire Report, September 2025

Recommendation:

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

8.1.2 Letter of Support

Recommendation:

That West Elgin Council approve staff issuing a letter of support to the West Lorne Legion, for a Trillium Grant.

8.1.3 2025-26 Budget Request

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and

That West Elgin Council provide budget approval for the 2025/26 project identified within this report.

8.2 Municipal Drains

8.2.1 Fleuren Drain Extension, Tender Results

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk, re: Tender Results, Fleuren Drain Extension; and

That Council approves the low tender submission from McNally Excavating Ltd. for the Fleuren Drain Extension, in the amount of \$60,907.00 (HST included).

8.3 Infrastructure & Development

8.3.1 Rodney Park

Recommendation:

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

That West Elgin Council award the RFP for the design and construction of the playground equipment at Rodney Park to New World Park Solution with a budget up to \$350,000 including HST.

8.4 Community Services & Clerks

8.4.1 Meeting Dates and Structure for 2026

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuic, Manager of Community Services/Clerk Re: 2026 Regular Council Meetings Dates and Format; And

That West Elgin Council hereby approves the 2026 Council Meeting Schedule for regular and committee of the whole meetings; And

That Council direct staff to prepare and finalize a full 2026 meeting schedule, including committee and board meetings, for approval prior to December 31, 2025.

9. Committee and Board Reports or Updates

Council opportunity to provide updates from Committee and/or Boards they are members of.

10. Notice of Motion

None presented prior to meeting.

11. Council Inquires/Announcements

Council opportunity for any information inquiries and/or announcements.

12. Correspondence

Recommendation:

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

12.1 Letter of Thanks, Four Counties Health Services Foundation

12.2 Elgin County, Letter of No Appeals, E 50-25

13. Items Requiring Council Consideration

13.1 Councillor Sousa, Livestream Access for Public Participation

Recommendation:

Whereas online public access via zoom was cancelled in September 2023; And

Whereas online access for public viewing would increase accessibility for residents unable to attend in person; Now

Therefore, West Elgin Council hereby approve use of public access zoom links for Council meetings, providing audio & visual access only.

13.2 Royal Canadian Legion Remembrance Day Request

Recommendation:

That West Elgin Council hereby receive the annual request from Royal Canadian Legion Br. 221 (West Elgin); And

That Council hereby approve the use of sound system and seating for the Remembrance Day Ceremonies on November 9, 2025 (Rodney Library, 1:00pm) and November 11, 2025 (West Lorne Cenotaph, 11:00am); And

That Council hereby approve the request to display the "Poppy Project" display of knitted poppies on the large evergreen tree located at 160 Main Street, West Lorne (West Lorne Community Complex), with installation in collaboration with the Parks and Recreation Department; And

Further That Council hereby approve a donation of _____ to the Royal Canadian Legion Branch 221 Poppy Fund.

13.3 ROMA 2026 Delegation Request

Discussion to establish delegation topic(s).

14. Closed Session

Recommendation:

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at _____ pm, to discuss matters pursuant to the Municipal Act

1. Section 239 (2)(k), being 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 (Centralized Planning Services Contract); And
2. Section 239 (2)(e), being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Port Glasgow Yacht Club).

15. Report from Closed Session

Clerk to provide report from Closed Session.

16. Confirming By-Law

Recommendation:

That By-law 2025-60 being a By-law to confirm the proceeding of the Regular Meeting of Council held on October 23, 2025, be read a first, second and third and final time.

17. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 4:00pm, on Thursday, November 13, 2025 or at the call of the Chair.