



Municipality of West Elgin

Minutes

Council Meeting

November 13, 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
Robin Greenall, Chief Administrative Officer
Dave Charron, Manager of Infrastructure & Development

Also Present: JM Spriet, P. Eng., Spriet Associates Engineers & Architects

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

Mayor Leatham called the meeting to order at 4:00 pm.

2. Motion to Suspend the Rules

Pursuant to Section 3.5 of By-law 2024-05 (Procedural By-law) "*Any part or parts of this by-law may be suspended by a vote with the consent of Council Members present unless the part(s) is prescribed by statute or law.*"

Resolution No. 2025- 287

Moved: Councillor Denning

Seconded: Councillor Sousa

That West Elgin Council hereby suspend the rules of By-law 2024-05, Section 4.2.6.3, allowing an amendment to the agenda after the deadline, for the purpose of and additional item for Closed Session.

Carried

3. Adoption of Agenda

Resolution No. 2025- 288

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That West Elgin Council hereby adopts the Regular Council Agenda for November 13, 2025, as presented.

Carried

4. Disclosure of Pecuniary Interest and General Nature Thereof

4.1 Councillor Sousa - Amy Sousa, Roots & Revival 2026 Re: Use of Port Glasgow Trailer Park

Spouse is the President of Roots & Revival Committee, along with being a member of the committee.

5. Consideration Meeting, Hookaway Drain

Resolution No. 2025- 289

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

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

Carried

5.1 Engineers Report

That the Council of the Municipality of West Elgin hereby receives the Engineers report for the Hookaway Drain, dated October 20, 2025, 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 Hookaway Drain, to be considered by Council following the Court of Revision; and

That the Court of Revision be scheduled for Monday, December 8, 2025, at 9:00am virtually via Zoom; and

That Council consider the provisional By-Law 2025-61, as presented in the By-Law portion of the agenda for a first and second reading.

5.2 Public or Landowner Comment

Brad Conway spoke on behalf of Dewulf family farms, indicating a concern about cement truck being washed and debris going into the drain. Both the Engineer and Drainage Superintendent confirmed this would be a violation pursuant to Environmental Act(s), through the Ministry of Environment.

5.3 Council Comment

None.

5.4 Adjournment

Resolution No. 2025- 290

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That West Elgin Council hereby adjourn the public meeting, pursuant to the *Drainage Act*.

Carried

6. Delegations

6.1 Scott Mohan Re: High Property Taxes on Commercial (Lock-it-Up) Property

Scott Mohan, Lock-it-Up (Rodney) owner, came in to address Council regarding the significant cost of his property taxes, as a commercial property. Mr. Mohan was advised that the Municipal Property Assessment Corporation (MPAC) assesses all properties, and the municipality has no control. Mr. Mohan was advised to contact MPAC for a reassessment.

6.2 Amy Sousa, Roots & Revival 2026 Re: Use of Port Glasgow Trailer Park

Councillor Sousa declared a conflict on this item. (Spouse is the President of Roots & Revival Committee, along with being a member of the committee.)

Amy Sousa, President, Roots & Revival Committee, attended Council to propose the 2026 location of the festival be held at the Port Glasgow Trailer Park. Use of the dancehall and pavilion was requested, along with the municipal sound equipment, picnic table, garbage receptacles and dumpster, staffing to assist with parking and request to paint a mural on the side of the dancehall.

Mayor Leatham proposed that direction be provided to staff, to assess the feasibility and communicate with the campers of the park.

Resolution No. 2025- 291

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

That West Elgin Council direct staff to bring back a report of feasibility of the event being held at Port Glasgow Trailer Park and gauge the interest of the campers.

Carried

7. Adoption of Minutes

Resolution No. 2025- 292

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

That West Elgin Council hereby adopt the Minutes of October 23, 2025, as presented.

Carried

8. Business Arising from Minutes

None.

9. Staff Reports

9.1 Planning

9.1.1 Severance Application E60-25, Comments to Elgin County

Resolution No. 2025- 293

Moved: Councillor Denning

Seconded: Councillor Sousa

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E60-25 – Comments to Elgin County (Planning Report 2025-24), and

That West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E60-25, subject to the Lower-Tier Municipality conditions in Appendix One of this report; and

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

Carried

9.1.2 Severance Application E64-25, Comments to Elgin County

Resolution No. 2025- 294

Moved: Councillor Sousa

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E64-25 – Comments to Elgin County (Planning Report 2025-25).

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E-64-25, 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

9.2 Wastewater

9.2.1 OCWA, Wastewater Operations, Third Quarter 2025

Resolution No. 2025- 295

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That West Elgin Council hereby receive the Rodney and West Lorne Wastewater Operations Reports, Third Quarter 2025, for information purposes.

Carried

9.3 Water

9.3.1 OCWA Water Operations, Third Quarter 2025

Resolution No. 2025- 296

Moved: Councillor Denning

Seconded: Deputy Mayor Tellier

That West Elgin Council hereby receive the West Elgin Distribution System (Water) Operations Report, Third Quarter 2025, for information purposes.

Carried

9.4 Municipal Drains

9.4.1 Mumford Drain Tender Results

Resolution No. 2025- 297

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

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

That Council approves the low tender submission from McNally Excavating Ltd., in the amount of \$407,817.00 (HST included).

Carried

10. Committee and Board Reports or Updates

None.

11. Notice of Motion

11.1 Councillor Sousa - Implementation of Crosswalks

To be read on November 27, 2025

Whereas safety remains a key concern for all residents of West Elgin and at present there are limited painted crosswalks and no crosswalk lighting.

Therefore I, Councillor Sousa am putting forward the following notice of motion:

That Council direct staff to investigate potential options for the implementation of standard painted crosswalk infrastructure throughout West Elgin, with consideration be given to incorporating a design element within applicable crosswalks to honour our veterans and serve as a lasting symbol of remembrance within our community, and

Further, that staff include cost estimates for the installation of crosswalk lights in proximity to schools, ensuring alignment with existing or additional crossing signage.

11.2 Deputy Mayor Tellier - Policing Committee

To be read on November 27, 2025

Whereas growing concerns in the community mount regarding safety of residents, West Elgin Council hereby directs staff to reinstate The Policing Committee for The Municipality of West Elgin, appointing a council member as well as work with the OPP to have an officer appointed to the committee.

12. Council Inquires/Announcements

Councillor Denning congratulated the West Elgin Secondary School boy's volleyball team on their win in the local tournament held at the West Elgin Secondary School.

Deputy Mayor Tellier reminded everyone of the Eagle Artisan Show and the Rodney Night Market, both being held on Saturday, November 15.

13. Correspondence

Deputy Mayor stepped out of Council Chambers briefly, from 5:14-5:15pm, during correspondence.

Resolution No. 2025- 298

Moved: Councillor Denning

Seconded: Councillor Statham

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

Carried

13.1 County of Elgin Correspondence

13.1.1 County of Elgin, Notice of Decision, E 52-25

13.1.2 County of Elgin Media Advisory Re: New Livestream for Council and Committee Meetings

13.1.3 County of Elgin Economic Development & Tourism Update, Fall 2025

13.2 Development Charges Updates

Councillor Statham spoke to the changes within the *Development Charges Act*, indicating that it will allow builder to defer some fees for non-resident development, until occupancy permit is issued.

13.2.1 Watson & Associates, Further Updates Re: Development Charges Act

13.2.2 Watson & Associates, Changes to the Development Charges Framework

13.2.3 Letter from Rob Flack

13.2.4 Letter dated October 30, 2025 from Hon. Robert J Flack Re: Amendments to Development Charges Act

13.3 Resolutions

13.3.1 Township of Stonemills Resolution 19-695-2025 Re: Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation

13.3.2 Municipality of Tweed Resolution C-2025-10-22 Re: Collaborative Action on Sustainable Waste Management in Ontario

13.3.3 City of Brampton Resolution CW303-2025 Re: Provincial Decision on Automated Speed Enforcement (ASE)

13.3.4 Town of East Gwillimbury Resolution Re: Opposition to the Protect Ontario by Unleashing Our Economy Act, 2025

13.3.5 City of Cambridge Resolution Re: Rent Protection for Tenants

14. Items Requiring Council Consideration

None presented prior to the meeting.

15. By-Laws

15.1 By-law 2025-61, Hookaway Drain, 1st and 2nd Reading Only

Resolution No. 2025- 299

Moved: Councillor Statham
Seconded: Councillor Sousa

That By-law 2025-61, being a By-Law to provide for drainage works on the Hookaway Drain in the Municipality of West Elgin, be read a first and second time, and provisionally adopted.

Carried

16. Closed Session

Resolution No. 2025- 300

Moved: Deputy Mayor Tellier
Seconded: Councillor Sousa

That West Elgin Council hereby proceeds into Closed Session at 5:15 pm, to discuss matters pursuant to the *Municipal Act*, Section 239 (2):

- (b) Identifiable individuals (Volunteer Recognition Selection)
- (e) litigation or potential litigation (Port Glasgow Trailer Park)
- (b) Identifiable individuals (Third Party Contractors)
- (d) Labour Relations/Employee Negotiations (CAO Contract)
- (d) Labour Relations (HR Update)

Carried

17. Report from Closed Session

Report from Closed Session at 6:19pm.

West Elgin Council received five (5) items pursuant to the *Municipal Act*, Section 239(2), and provided the Mayor and staff with administrative direction.

18. Confirming By-Law

Resolution No. 2025- 301

Moved: Councillor Statham
Seconded: Councillor Sousa

That By-law 2025-62 being a By-law to confirm the proceeding of the Regular Meeting of Council held on November 13, 2025, be read a first, second and third and final time.

Carried

19. Adjournment

Resolution No. 2025- 302

Moved: Councillor Sousa

Seconded: Councillor Statham

That the Council of the Municipality of West Elgin hereby adjourn at 6:20pm, to meet again at 4:00pm, on Thursday November 27, 2025, or at the call of the Chair.

Carried

Richard Leatham, Mayor

Terri Towstiuc, Clerk