



Municipality of West Elgin

Minutes

Council Meeting

December 18, 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, Spriet Associates Engineering Ltd.
Mark Peacock, LTVCA
Amanda Blain, LTVCA

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. Adoption of Agenda

Resolution No. 2025- 319

Moved: Deputy Mayor Tellier
Seconded: Councillor Sousa

That West Elgin Council hereby adopts the Regular Council Agenda for December 18, 2025, as presented.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

No disclosures

4. Public Meeting, Drainage Act

Resolution No. 2025- 320

Moved: Councillor Denning
Seconded: Councillor Statham

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

Carried

4.1 Engineers Report, dated November 11, 2025 Re: Government Drain No. 1 North

Resolution No. 2025- 321

Moved: Deputy Mayor Tellier
Seconded: Councillor Sousa

That the Council of the Municipality of West Elgin hereby receives the Engineers report for the Government Drain No. 1 North, dated November 11, 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 Government Drain No. 1 North Drain, to be considered by Council following the Court of Revision; and

Further that the Court of Revision be scheduled for Thursday, January 22, 2026, at 3:00pm; and

Further that Councillor's Statham and Denning be appointed as members of the Court of Revision with Deputy Mayor Tellier as a back up; and

Further that Councillor Statham be appointed as Chair for the Court of Revision; and

That Council consider the provisional By-Law 2025-67, as presented in the By-Law portion of the agenda for a first and second reading.

Carried

4.2 Public and Landowner Comment

Rick Stewart spoke to Council and Mr. Spriet regarding the large bend on Argyle, and a previous drain request that was put in many years prior. Mr. Spriet confirmed that there are no plans to straighten the drain on Argyle line, however riprap will be installed to reinforce the edges.

Andrea Dalrymple addressed the drain on her property. It was determined this was a separate drain, which uses Government Drain No. 1 North as an outlet. Ms. Dalrymple was directed to speak to the Drainage Superintendent, if she requires a clean-out on the other drain.

4.3 Comment from Council

No comment from Council.

4.4 Adjournment of Public Meeting, Drainage Act

Resolution No. 2025- 322

Moved: Councillor Sousa

Seconded: Councillor Statham

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

Carried

5. Public Meeting, Planning Act

Resolution No. 2025- 323

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

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

Carried

5.1 Planners Report, Zoning Amendment D-14 7-2025, 25130 Argyle Line

Resolution No. 2025- 324

Moved: Councillor Denning

Seconded: Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding Zoning By-law Amendment Application D-14 7-2025 – Supplementary Recommendation Report (Planning Report (2025-30).

That West Elgin Council approve the rezoning of 25130 Argyle Line from Restricted Agricultural (A3) to Temporary Restricted Agricultural Special Regulation 11 (T-A3-11) Zone, in accordance with the attached draft zoning by-law;

That West Elgin Council approve the rezoning of the lot addition lands conveyed as part of Consent File E9-25 from Agricultural (A2) Zone to Holding - Restricted Agricultural Special Regulation 12 (H-A3-12) Zone, in accordance with the attached draft zoning by-law, and

Further that West Elgin Council consider an amendment to the Zoning By-law, as presented in the by-law portion of the December 18, 2025, Council Agenda.

For (2): Deputy Mayor Tellier, and Councillor Denning

Against (3): Mayor Leatham, Councillor Statham, and Councillor Sousa

Defeated (2 to 3)

5.1.1 Council Comment

Council discussed, in length, the application and concerns presented. Concerns included protecting community interest, fiscal health, long-term sustainability, trucking versus agriculture, violation of key planning principles, circumvention of policies and planning sequences, contravention of the County of Elgin and West Elgin's Official Plan, neighbouring concerns of noise, dust and lighting, enforcement challenges and impact on the municipal road due to increased transport truck traffic.

Council also expressed concern regarding discouragement to a new business, and the ability to actively monitor the ongoing progress with a temporary by-law in place.

5.1.2 Applicant or Public Comment

Courtney Cameron, Counsel to Manuel Diaz, spoke to West Elgin Council, indicating there is a direct contravention to the West Elgin

Official plan, with a potential to set a negative precedence if approved. Ms. Cameron indicated that Mr. Diaz will be proceeding with an appeal, if the application is approved by Council.

David French, Storey Samways Planning Ltd., spoke on behalf of the application, and previously provided a justification report indicating that there is no offence to the Official Plan. The plan is to move forward with a compromise, asking for temporary zoning amendment on current lot for up to two (2) years to allow rear portion to be developed to the satisfaction of the Municipality. The owner would like to function on site after holding period, which is tool used under planning act. Eventual removal of the holding period would allow the trucking business to function as intended. A Site Plan Agreement would be in place, for enforcement and compliance control.

Geoff Stewart, owner & applicant, spoke to Council about the amount of traffic on Argyle including many other transports daily. Mr. Stewart also noted that all trucks and trailers using the municipal road are within the weight limit for the classification of the road.

5.2 Planners report, Zoning Amendment D-14 10-2025, 12897 Furnival Road

Resolution No. 2025- 325

Moved: Councillor Denning

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding Zoning By-law Amendment Application D-14 10-2025 – Recommendation Report (Planning Report 2025-31).

That West Elgin Council approve the rezoning of the lot addition lands conveyed as part of Consent File E52-25 from General Agricultural (A1) to General Industrial (M1) Zone, in accordance with the attached draft zoning by-law,

That West Elgin Council approve the rezoning of the retained lands resulting from Consent File E52-25 from General Agricultural (A1) to General Agricultural Special Regulation 12 (A1-12) Zone, in accordance with the attached draft zoning by-law, and

Further that West Elgin Council consider an amendment to the Zoning By-law, as presented in the by-law portion of the December 18, 2025, Council Agenda.

Carried

5.2.1 Applicant or Public Comment

None.

5.2.2 Council Comment

None.

5.3 Adjournment of Public Planning Meeting

Resolution No. 2025- 326

Moved: Councillor Sousa

Seconded: Deputy Mayor Tellier

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

Carried

6. Delegations

Break from 5:12 to 5:18 pm, prior to item 6.1.

6.1 Mark Peacock, P. Eng., CAO/Secretary-Treasurer, Lower Thames Valley Conservation Area

Mark Peacock, P. Eng., CAO/Secretary-Treasurer, Lower Thames Valley Conservation Area, provided a presentation to West Elgin Council regarding the amalgamation proposal of Conservation Authorities, creating only 7 from the current 36. After Mr. Peacock's presentation, Council received a report and recommendation from CAO R. Greenall.

6.1.1 Staff Report, R. Greenall, CAO

Resolution No. 2025- 327

Moved: Councillor Statham

Seconded: Councillor Sousa

That West Elgin Council hereby receives the report Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities from Robin Greenall, CAO, And

That West Elgin Council resolves that the Municipal of West Elgin calls on the Government of Ontario to maintain local, independent, municipally governed, watershed-based conservation authorities to ensure strong local representation in decisions related to municipal levies, community-focused service delivery, and the protection and management of conservation lands; AND

FURTHER THAT while the Municipality of West Elgin supports provincial goals for consistent permit approval processes, shared services, and digital modernization, and imposing a new top-down agency structure without strong local accountability and governance risks creating unnecessary cost, red tape, and bureaucracy, thereby undermining efficiency and responsiveness to local community needs; AND

FURTHER THAT the Municipality of West Elgin supports efforts to balance expertise, capacity, and program delivery across the province, and requests that the Province work collaboratively with municipalities and local conservation authorities to determine the most effective level of strategic consolidation to achieve both provincial and local objectives, AND

FURTHER THAT a copy of this resolution be sent to the Ontario Minister of Environment, Conservation, and Parks, to the local MP and MPPs, the Association of Municipalities of Ontario, the Rural Ontario Municipal Association, and municipalities and Conservation Authorities in Ontario.

Carried

7. Closed Session

Resolution No. 2025- 328

Moved: Deputy Mayor Tellier

Seconded: Councillor Sousa

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 5:40 pm, to discuss matters pursuant to the *Municipal Act*, Section 239 (2):

- (c), being pending disposition of land (Road Allowance Closure and Sale)
- (b), being identifiable individual (Port Glasgow Trailer Park Staffing)

Carried

8. Report from Closed Session

Report from Closed Session at 5:57pm.

West Elgin Council received two (2) items pursuant to Section 239(2) of the *Municipal Act*, and received the following two (2) recommendations for consideration:

Resolution No. 2025- 329

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding the permanent closure of a portion of an unopened road allowance (westerly portion of Beattie Line)

for sale to abutting landowners.

That West Elgin Council directs Administration to proceed with conveying 6 ha (1.483 ac.) consisting of Parts 1, 2 and 3, inclusive, on the attached survey, for a total of \$8,602 plus associated advertising, legal registration, survey and appraisal costs to Shannon Newport as per the signed letter of commitment.

That West Elgin Council directs Administration to proceed with conveying 0.6 ha (1.483 ac.) consisting of Parts 6 and 7, inclusive, on the attached survey, for a total of \$8,602 plus associated advertising, legal registration, survey and appraisal costs to Kurt & Laura Newport as per the signed letter of commitment.

That West Elgin Council directs Administration to proceed with conveying 1.206 ha (2.981 ac.) consisting of Parts 4 & 5, inclusive, on the attached survey, for a total of \$17,290 plus associated advertising, legal registration, survey and appraisal cost to the Thames Talbot Land Trust as per the signed letter of commitment.

Carried

Resolution No. 2025- 330

Moved: Councillor Sousa

Seconded: Councillor Denning

That West Elgin Council hereby receives the report title Staffing Structure for the Port Glasgow Trailer Park; And

That West Elgin Council approves the proposed staffing structure for the Port Glasgow Trailer Park to be implemented for the 2026 season.

Carried

9. Adoption of Minutes

Resolution No. 2025- 331

Moved: Councillor Sousa

Seconded: Deputy Mayor Tellier

That West Elgin Council hereby adopt the Minutes of November 27, 2025, as presented.

Carried

10. Business Arising from Minutes

None.

11. Staff Reports

11.1 Building

11.1.1 Monthly Building Report, November 2025

Resolution No. 2025- 332

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Sandy Dale, Deputy Chief Building Officer Re: Building Department Summary Report for the month of November 2025, for information purposes only.

Carried

11.2 Fire

11.2.1 Bi-Monthly Fire Report, October & November 2025

Resolution No. 2025- 333

Moved: Councillor Statham

Seconded: Councillor Denning

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

Carried

11.3 Infrastructure & Development

11.3.1 Bi-Monthly Infrastructure & Development Report, October & November 2025

Resolution No. 2025- 334

Moved: Councillor Statham

Seconded: Councillor Sousa

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

Carried

11.4 Community Services & Clerks

11.4.1 Committee of the Whole Terms of Reference

Resolution No. 2025- 335

Moved: Councillor Denning

Seconded: Deputy Mayor Tellier

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

That Council hereby approve the Terms of Reference and agenda structure for the reimplementation of Committee of the Whole.

Carried

12. Committee and Board Reports or Updates

No updates provided.

13. Notice of Motion

13.1 Councillor Denning Re: Donation of 1925 George White Steam Engine

Motion to be read at the Regular Meeting of Council, January 22, 2026.

14. Council Inquires/Announcements

No inquiries or announcements made.

15. Correspondence

Resolution No. 2025- 336

Moved: Councillor Statham

Seconded: Councillor Sousa

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

Carried

- 15.1 County of Elgin, Notice of Decision, E 60-25
- 15.2 County of Elgin, Notice of Decision, E 64-25
- 15.3 County of Elgin, Notice of Decision, E 56-25
- 15.4 Elgin OPP Detachment Board Request for Proposals Re: Administrative Support and Financial Management
- 15.5 Watson & Associates Comments Re: Simplifying and Standardizing Official Plans
- 15.6 Passage of Bill 25, Emergency Management Modernization Act
- 15.7 Heritage Home Minutes, September 2025
- 15.8 Enbridge Gas Inc., OEB File EB-2025-0155, 2025 Utility Earnings & Disposition of Deferral & Variance Account Balances Application & Evidence
- 15.9 Resolutions Re: Conservation Authorities Act**
 - 15.9.1 Long Point Region Conservation Authority
 - 15.9.2 Town of Ingersoll
 - 15.9.3 Township of Central Frontenac
 - 15.9.4 Town of Perth
 - 15.9.5 City of Windsor
 - 15.9.6 Township of Drummond/North Elmsley
- 15.10 Resolution, County of Brant Re: Provincial Decision on Automated Speed Enforcement
- 15.11 AMCTO Communications**
 - 15.11.1 Letter dated December 8, 2025 Re: Canada Post Transformation
 - 15.11.2 Letter dated December 8, 2025 Re: PA Day and School Board Governance Day
- 15.12 Resolution, Town of Smith Falls Re: Ontario Community Infrastructure Fund (OCIF)
- 15.13 Ministry of Emergency Preparedness and Response, St. Clair Sector December 2025 Update
- 15.14 County of Elgin, Notice of Transportation Masterplan
- 15.15 MOECP Letter dated December 5, 2025 Re: Update on the proposed environmental assessment regulation for municipal infrastructure

16. Items Requiring Council Consideration

16.1 2026 Council and Committee Meeting Schedule

Resolution No. 2025- 337

Moved: Councillor Sousa

Seconded: Deputy Mayor Tellier

That West Elgin Council hereby receive the final 2026 Council, Committee and Board meeting Calendar; And

That Council direct staff to post on the municipal website, as per 4.2.4 a) of By-law 2024-05.

Carried

16.2 Councillor Statham - Letter of Support, Elgin ATV Club

Motion Amended.

Resolution No. 2025- 338

Moved: Councillor Statham

Seconded: Councillor Sousa

Whereas Elgin ATV Club President Dan Soos attended Council on October 23, 2025, requesting a letter of Support from West Elgin Council be provided; And

Whereas the Elgin ATV Club is a not-for-profit group, creating a safe riding environment affiliated with the Ontario ATV trail system; Now

Therefore, Council direct staff to provide a letter of support, as requested by the Elgin ATV Club, supporting their efforts to operate a successful ATV Club, providing safe operation training and education for all members.

Carried

16.3 WESS Winter Feast Financial Support

Resolution No. 2025- 339

Moved: Deputy Mayor Tellier

Seconded: Councillor Sousa

That West Elgin Council hereby receive the request from the West Elgin Secondary School's Leadership Class, dated November 26, 2025, Re: Request for financial support for the cost of food and supplies for the Winter Feast; And

That Council hereby approve a donation of five-hundred dollars (\$500.00) from the 2025 Community Grants.

Carried

16.4 Scout Hall Fee Waiver Request

Resolution No. 2025- 340

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That West Elgin Council hereby receive the request from Joy Dawdy, Baldwin Backyard Pool, dated December 8, 2025, Re: Request for Fee reduction to Twenty-five dollars (\$25.00) daily for the West Lorne Scout Hall, for December 29 & 30, 2025, supporting the Babysitter Course and Home Alone Safety Course; And

That Council hereby approve the fee reduction, to a total cost of Twenty-five dollars (\$25.00) daily, plus any applicable taxes and insurance costs.

Carried

17. January 2026 Meetings

- January 8, Committee of the Whole, 4:00pm
- January 14, Bo Horvat Community Centre Board of Management (Arena), 9:00am
- January 22, Court of Revision (Govt No. 1 N) 3:00pm
- January 22, Regular Council, 4:00pm

18. By-Laws

18.1 By-law 2025-57, Mumford Drain, Third & Final Reading

Resolution No. 2025- 341

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That By-law 2025-57, being a By-Law to provide for drainage works on the Mumford Drain in the Municipality of West Elgin, be read a third and final time.

Carried

18.2 By-law 2025-65, Zoning Amendment 12897 Furnival Road

Resolution No. 2025- 342

Moved: Councillor Sousa

Seconded: Councillor Statham

That By-law 2025-65, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for property at 12897 Furnival Road be read a first, second, third and final time.

Carried

18.3 By-law 2025-66, Planning Services Agreement with County of Elgin

Resolution No. 2025- 343

Moved: Councillor Sousa

Seconded: Councillor Statham

That By-law 2025-66, being a By-law to Authorize the Execution of an Agreement between The Corporation of the County of Elgin and The Corporation of the Municipality of West Elgin for provision of Planning Services, be read a first, second and third and final time.

Carried

18.4 By-law 2025-67, Government No. 1 North Drain, Provisional Reading

Resolution No. 2025- 344

Moved: Councillor Statham

Seconded: Councillor Denning

That By-law 2025-67, being a By-Law to provide for drainage works on the Government Drain No.1 North in the Municipality of West Elgin, be read a first and second time, and provisionally adopted.

Carried

19. Confirming By-Law

Resolution No. 2025- 345

Moved: Deputy Mayor Tellier

Seconded: Councillor Sousa

That By-law 2025-67 being a By-law to confirm the proceeding of the Regular Meeting of Council held on December 18, 2025, be read a first, second and third and final time.

Carried

20. Adjournment

Resolution No. 2025- 346

Moved: Councillor Sousa

Seconded: Councillor Statham

That the Council of the Municipality of West Elgin hereby adjourn at 6:39pm, to meet again at 4:00pm, on Thursday, January 8, 2026 (Committee of the Whole) or at the call of the Chair.

Carried

Richard Leatham, Mayor

Terri Towstiuć, Clerk