



Municipality of West Elgin

Agenda

Council Meeting

Date: December 18, 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).

Zoom Link: <https://us02web.zoom.us/j/81583577250?pwd=eK7Gzo5iZpj190lmBX4x4bPbMNXsVB.1>

1. Call to Order
2. Adoption of Agenda

Recommendation:

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

3. Disclosure of Pecuniary Interest and General Nature Thereof
4. Public Meeting, Drainage Act

Recommendation:

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

- 4.1 Engineers Report, dated November 11, 2025 Re: Government Drain No. 1 North
Presented by Mr. JM Spriet, P. Eng., Spriet Associates Engineers & Architects

Recommendation:

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 _____ and _____ be appointed as members of the Court of Revision with _____ as a back up; and

Further that _____ 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.

4.2 Public and Landowner Comment

4.3 Council Comment

4.4 Adjournment of Public Meeting, Drainage Act

Recommendation:

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

5. Public Meeting, Planning Act

Recommendation:

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

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

Recommendation:

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.

5.1.1 Applicant or Public Comment

5.1.2 Council Comment

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

Recommendation:

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.

5.2.1 Applicant or Public Comment

5.2.2 Council Comment

5.3 Adjournment of Public Planning Meeting

Recommendation:

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

6. Delegations

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, to provide a presentation to West Elgin Council regarding the Amalgamation Proposal of Conservation Authorities.

6.1.1 Staff Report, R. Greenall, CAO

Recommendation:

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.

7. 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*, Section 239 2(c), being pending disposition of land (Road Allowance Closure and Sale)

8. Report from Closed Session

Clerk to provide Report from Closed Session.

9. Adoption of Minutes

Recommendation:

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

10. Business Arising from Minutes

11. Staff Reports

11.1 Building

11.1.1 Monthly Building Report, November 2025

Recommendation:

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

11.2 Fire

11.2.1 Bi-Monthly Fire Report, October & November 2025

Recommendation:

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

11.3 Infrastructure & Development

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

Recommendation:

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

11.4 Community Services & Clerks

11.4.1 Committee of the Whole Terms of Reference

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuć, 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.

12. Committee and Board Reports or Updates

Council opportunity to provide any board and/or committee updates.

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

Councillor opportunity for any informal inquiries and/or announcements.

15. Correspondence

Recommendation:

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

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

15.10 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

16. Items Requiring Council Consideration

16.1 2026 Council and Committee Meeting Schedule

Recommendation:

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.

16.2 Councillor Statham - Letter of Support, Elgin ATV Club

Recommendation:

Whereas Elgin ATV Club President Dan Soos attended Council on October 23, 2025, requesting a letter of Support from West Elgin Council be provided, to provide to Entegrus to acquire access to the railbed system; 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 access and maintain the Entegrus railbed system.

16.3 WESS Winter Feast Financial Support

Recommendation:

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 _____ from the 2025 Community Grants.

OR

That Council hereby deny the request for funding support.

16.4 Scout Hall Fee Waiver Request

Recommendation:

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.

OR

That Council hereby deny the request for fee reduction.

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

18. By-Laws

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

Recommendation:

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.

18.2 By-law 2025-58, Zoning Amendment, 25130 Argyle Line

Recommendation:

That By-law 2025-58, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for property at 25130 Argyle Line, be read a first, second and third and final time.

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

Recommendation:

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.

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

Recommendation:

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.

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

Recommendation:

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.

19. Confirming By-Law

Recommendation:

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.

20. Adjournment

Recommendation:

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