



# Municipality of West Elgin

## Agenda

### Council Meeting

Date: June 25, 2026, 4:00 p.m.  
Location: Rodney Recreation Centre  
135 Queens Line  
Rodney, ON

Council Meetings are temporarily held in-person at 135 Queen Street, Rodney, and the post-meeting recording available at [www.westelgin.net](http://www.westelgin.net), when available (pending no technical difficulties).

Zoom Link: <https://us02web.zoom.us/j/81037792861?pwd=3jhW1s3JSLNXblbjNRtuHTx0TP7GZR.1>

1. **Call to Order**

2. **Adoption of Agenda**

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for June 25, 2026 as presented.

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

4. **Public Meeting, Committee of Adjustment - Minor Variance 20638 McDougall Line**

Refer to Committee of Adjustment Agenda.

Recommendation:

That West Elgin Council recess, and move into Committee of Adjustment.

5. **Delegations and Presentation**

5.1 **Liz Wright, Canada Cartage Courier Services**

5.2 **John Kirby Law Office Re: Rodney Market**

### **5.3 Tim Blain, Neighbouring Resident**

## **6. Adoption of Minutes**

Recommendation:

That West Elgin Council hereby adopt the Minutes of June 11, 2026 as presented.

## **7. Business Arising from Minutes**

## **8. Staff Reports**

### **8.1 Planning**

#### **8.1.1 D 14 07-2026 191 Furnival Road**

Recommendation:

That West Elgin Council hereby receives the report from Evan McKinstry, Junior Planner regarding Zoning By-law Amendment Application D-14 07-2026 – Recommendation Report (Planning Report 2026-15), and

That West Elgin Council approve Zoning By-law Amendment Application D-14 07-2026 to rezone the subject property from Open Space (OS) zone to a Village Core- Special Provision 4 (C1-4) zone, as presented in By-law 2026-40 attached as Appendix 1 to Planning Report 2026-15, and

That subject to no concerns being raised at the public meeting, that By-law 2026-40 to amend Zoning By-law 2015-36, as amended be presented at the regular meeting of Council on June 25<sup>th</sup>, 2026, for adoption. (Planning Report 2026-15).

### **8.2 Municipal Drains**

#### **8.2.1 Petition for Drainage Works by Owner, Form 1, Section 4 - McGill**

Recommendation:

That Council of the Municipality West Elgin Council hereby receives the Section 4, Petition for Drainage Works by Owners, Form 1; and

That Council approves the request for the construction of a new tile drain, received May 27, 2026, submitted by Brian McGill; and

That Council direct Staff to forward to Spriets and Associates, to proceed with the necessary steps pursuant to the *Drainage Act*.

### **8.3 Infrastructure & Development**

### **8.3.1 Asset Management Plan 2024-2026**

Recommendation:

That West Elgin Council hereby receives the Asset Management Report from D. Charron Manager of Infrastructure and Development and;

THAT Council receives and acknowledges the findings and recommendations contained within the Municipality of West Elgin Asset Management Plan 2024;

AND THAT Council directs staff to incorporate the Asset Management Plan into annual budget development, long-term financial planning, and infrastructure investment decisions.

### **8.3.2 Line Painting Contract 2026**

Recommendation:

That West Elgin Council receive the 2026 Line Painting Report from D. Charron, Manager of Infrastructure and Development; and

That West Elgin Council hereby approve the tender amount of \$51,035.00 plus applicable taxes from RanN Maintenance of Guelph ON for line painting services.

### **8.3.3 Parking By-law**

Recommendation:

That West Elgin Council hereby receives the report from D. Charron, Manager of Infrastructure & Development: and,

That By-Law 2001-50, "being a By-Law to Regulate Parking and Traffic in the Municipality of West Elgin" be amended to establish a restricted parking zone as follows:

- The laneway at 135 Queen Street in Rodney, from Ridout Street to the projection of the northerly property line of 261 Ridout Street.

### **8.3.4 Water Meter Reading Support Provider**

Recommendation:

That West Elgin Council hereby receives the report from D. Charron Manager of Infrastructure and Development titled: Water Service Meter Ready Software and Meters, and;

That West Elgin Council hereby directs staff to implement the use of Evan Utility & Municipal Products Supply Ltd. (Neptune 360) for meter reading software and to supply meters and equipment.

## **8.4 Community Services & Clerks**

### **8.4.1 2026 Community Grants, Outstanding Approvals**

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuć, Manager of Community Services/Clerk Re: 2026 Community Grants, Outstanding Approvals; And

That Council approve the amended grant allocations totaling \$16,926, as recommended within the report.

### **8.4.2 Root & Revival, Subsequent Requests**

Recommendation:

That West Elgin Council hereby receive the report from Terri Towstiuć, Manager of Community Services/Clerk Re: Roots & Revival, Request for Council Consideration; And

That Council hereby approves the following items:

1. Operational assistance to cover and protect the white pipes protruding from the ground near the septic system;
2. Approval of the design concept and installation of a mural, to be installed on the municipally owned washroom exterior at the Port Glasgow Marina;
3. Additional Accessible Washroom Cleaning;
4. Additional picnic tables and garbage receptacles, for visitor accommodation;

And Further That Council hereby declare this event to be a Municipally Significant Event, for the purpose of an Alcohol and Gaming Commission of Ontario (AGCO) Special Occasion Permit (SOP).

### **8.4.3 Pool Fees and Cost Recovery, Subsequent Report**

Recommendation:

That West Elgin Council hereby receives the Pool Pricing and Cost Recovery report from Terri Towstiuc, Manager of Community Services/Clerk; And

That Council hereby approve a rate reduction to aquafit, for a total fee of seven-dollars (\$7.00) per class, or sixty dollars (\$60.00) per ten-class pass; And

That Council hereby approve the rates for the following: Drop-in (youth and adult), \$5.00/swim, and Family Drop-in \$10.00/swim; And

Further that Council direct staff to allocate any further donations to the general net revenue of the Rodney pool, resulting in a lower net expense and less impact on the general tax base.

## **8.5 Corporate Services & Finance**

### **8.5.1 2025 Annual Treasurer's Statement**

Recommendation:

THAT West Elgin Council hereby receives the report from E. Nilsson, Manager of Corporate Services/Treasurer titled "2025 Annual Treasurer's Statement Report", dated June 25, 2026, be received;

AND THAT four obligatory reserve funds be created related to Development Charges imposed for the purpose of Services related to a Highway, Fire Protection Services, Parks and Recreation Services and Growth Studies;

AND THAT the report be made available to the public on the Municipality of West Elgin's website;

AND FURTHER THAT the Treasurer be directed to provide the 2025 Annual Treasurer's Statement Report to the Minister of Municipal Affairs and Housing by July 15, 2026.

## **8.6 Chief Administrative Officer**

### **8.6.1 Permitted Use of an Alleyway in the Commercial Centre of Rodney**

Recommendation:

That West Elgin Council receives the report from R. Greenall CAO titled: Permitted Use of an Alleyway in the Commercial Centre of Rodney for information purposes

**9. Board or Committee of Council Reports or Updates**

Council Opportunity for any board and/or committee updates.

**10. Notice of Motion**

None presented prior to meeting.

**11. Council Inquires/Announcements**

Council opportunity for informal inquiries and/or announcements.

**12. Correspondence**

Recommendation:

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

**12.1 County of Elgin**

**12.1.1 County Council Minutes - May 12**

**12.1.2 Committee of the Whole Minutes, May 12**

**12.1.3 County Council Minutes, May 26**

**12.1.4 Committee of the Whole Minutes, May 26**

**12.1.5 County Council Highlights, June 9**

**12.2 Municipal Resolutions & Correspondence**

**12.2.1 Petawawa Re: Sustainable Funding for Fire Services**

**12.2.2 Plympton-Wyoming Re: Sustainable Funding for Fire Services**

**12.2.3 Prince Edward County Re: Sustainable Funding for Public Health Units**

**12.2.4 Letter from Plympton-Wyoming Re: CanadaOntario Development Charge Reduction Program (DCRP)**

**12.3 OPP Annual Report**

**12.4 Letter from Ministry of Natural Resources Re: Updated to Aggregates Resource Act**

**13. Items Requiring Council Consideration**

### 13.1 Councillor Sousa Re: Staff to Investigate and Implement Vacancy Property By-laws

Notice of Motion presented on June 11, 2026

Recommendation:

WHEREAS long-term vacant residential and commercial properties can contribute to economic decline, reduce investment, create safety concerns, negatively impact neighbouring property values, and diminish the overall appearance of the community;

AND WHEREAS occupied and well-maintained homes and businesses contribute to vibrant downtowns, stronger neighbourhoods, increased economic activity, and an improved quality of life for residents;

AND WHEREAS prolonged commercial vacancies can result in underutilized buildings remaining empty for years without meaningful progress toward redevelopment, occupancy, or productive use;

THEREFORE, BE IT RESOLVED THAT Council direct staff to investigate and report back on the implementation of vacancy-related by-laws and policies for residential and commercial properties within the Municipality of West Elgin, including:

A vacant property registry;

- Property maintenance standards specific to vacant buildings;
- Fees, penalties, or taxation tools permitted under provincial legislation to discourage long-term vacancies;
- Requirements for property owners to demonstrate plans for occupancy, redevelopment, or active marketing of vacant commercial properties;
- Enforcement mechanisms and best practices utilized by other Ontario municipalities.

AND FURTHER THAT staff be directed to bring forward recommendations, including any necessary by-laws, policies, implementation costs, and legal considerations, with the objective of reducing long-term vacancies, encouraging investment, supporting local businesses, improving community appearance, and maintaining vibrant residential and commercial areas throughout West Elgin.

AND FURTHER THAT Council recognizes that active, occupied, and well-maintained properties are essential to sustaining a thriving and prosperous community for current and future residents.

**14. Upcoming Meetings, July & August 2026**

**July**

- 8th - Arena Board, 9am
- 15th - Recreation Committee, 7pm
- 16th- Regular Council, 4pm

**August**

- 12th - Arena Board, 9am
- 13th - Regular Council, 4pm

**15. By-Laws**

**15.1 By-law 2026-42, Parking By-law Amendments**

Recommendation:

That By-law 2026-42, being A By-Law to Amend By-Law No. 2001-50, Being A By-Law to Regulate Parking and Traffic in Conjunction with County of Elgin Parking By-Law No. Eg1, be read a first, second third and final time.

**15.2 By-law 2026-43, Water and Wastewater Rates**

Recommendation:

That By-law 2026-43, Being a By-Law to Establish Rates for Municipal Water and Wastewater Services for 2026 and to repeal By-Law 2025-38, be read a first, second, and third and final time.

**16. Confirming By-Law**

Recommendation:

That By-law 2026-44 being a By-law to confirm the proceeding of the Regular Meeting of Council held on June 25, 2026, 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 July 16, 2026, or at the call of the Chair.