



Municipality of West Elgin

Agenda

Council Meeting

Date: October 8, 2026, 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/87267982834?pwd=EdVJW62Cpm0Fqf7CDBaMkuFgfeQNpn.1>

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for October 8, 2026, as presented.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Adoption of Minutes

Recommendation:

That West Elgin Council hereby adopt the Minutes of September 24 and October 1, 2026, as presented.

5. Business Arising from Minutes

6. Delegations

6.1 Amy Sousa Re: Developments & Requested Amendments

7. Staff Reports

7.1 Planning

7.1.1 D14 06-2026, 194 Ridge Street and 172 Chestnut Street

Recommendation:

That West Elgin Council hereby receives the report from Diana Morris, Senior Planner regarding Zoning By-law Amendment Application D14 06-2026 Planning Report 2026-25; And

That West Elgin Council approve the Zoning By-law Amendment Application D14 06-2026 to rezone the subject property from Residential First Density (R1) Zone and Future Residential (FR) Zone to a Site-Specific Residential Third Density (R3-8) as presented in By-law 2026-39 attached as Appendix 1 to Planning Report 2026-25; And

That West Elgin Council consider an amendment to the Zoning By-law 2015-36, as amended, be presented in the By-law portion of October 8, 2026, Council Agenda.

7.1.2 Draft Plan of Subdivision 34T-WE2501 and Zoning By-law Amendment Application D14 09-2026- Elm Street

Recommendation:

That West Elgin Council hereby receives the report from Diana Morris, Senior Planner regarding Draft Plan of Subdivision Application and Zoning By-law Amendment Application (Application No. D14 09-2026) – Recommendation Report (Planning Report 2026-26), And;

That West Elgin Council endorses the conditions of approval of the proposed Draft Plan of Subdivision 34T-WE2501 to Elgin County, subject to the conditions listed in Appendix 3 to Planning Report PLA 2026-26 being assigned to any Notice of Decision by the County, for Council's consideration, And;

That West Elgin Council approve Zoning By-law Amendment Application D14 09-2026 to rezone the subject property from Future Residential to a Site-Specific Residential Second Density (R2-3) Zone and to a Site-Specific Residential Third Density (R3-9) and a Site-Specific Open Space (OS-7) Zone as presented in By-law 2026-50 attached as Appendix 1 to Planning Report 2026-26, And;

That West Elgin Council consider an amendment Zoning By-law 2015-36, presented in the By-law portion of the October 8, 2026, Council Agenda.

7.2 Infrastructure & Development

7.2.1 West Lorne Complex Emergency Repair - HVAC Unit

Recommendation:

That West Elgin Council hereby receives the report titled West Lorne Complex Emergency Repair - HVAC Unit from D. Charron, Manager of Infrastructure and Development; And

THAT Council approve the out-of-budget expenditure of \$14,097.53 plus HST for the emergency replacement of HVAC components at the West Lorne Complex; and

THAT the expenditure be funded through the Municipal Buildings Reserve;

AND THAT West Elgin Council approve the creation of reserve 'Municipal Buildings Repairs and Maintenance' to ensure the long-term sustainability, performance, and value of municipal buildings.

7.2.2 Tender Award – ¾ Ton Pickup Truck

Recommendation:

That West Elgin Council hereby receives the Tender Award – ¾ Ton Pickup Truck report from Dave Charron, Manager of Infrastructure and Development, and

That West Elgin Council approve the tender award for the purchase of one (1) fleet vehicle to Cotrac Ford for \$57,196.21 plus HST

7.2.3 Tender Award - 2026 Half Ton Pickup

Recommendation:

That West Elgin Council hereby receives the Tender Award - 2026 Half Ton Pickup report from Dave Charron, Manager of Infrastructure and Development, and

That West Elgin Council approve the tender award for the purchase of one (1) fleet vehicle to Cotrac Ford for \$53,176.21 plus HST.

7.3 Community Services & Clerks

7.3.1 Approval of Alcohol Sales – Live Concert Event at the Bo Horvat Community Centre

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Manager of Community Services entitled “Approval of Alcohol Sales – Live Concert Event at the Bo Horvat Community Centre”;

And That Council approve the sale and service of alcohol at the proposed live concert event to be held at the Bo Horvat Community Centre on May 13, 2027, subject to the event organizer obtaining all required licences, permits, insurance and regulatory approvals and complying with all applicable provincial legislation, municipal requirements and facility policies;

And Further That Council acknowledge that the request to host the event and use the Bo Horvat Community Centre will be presented to the Bo Horvat Community Centre Board of Management for consideration and approval, in accordance with the governing agreement.

7.4 Corporate Services & Finance

7.4.1 2025 Reserves and Reserve Funds Annual Report

Recommendation:

That West Elgin Council hereby receives the 2025 Reserves and Reserve Funds Annual report from Emma Nilsson, Manager of Corporate Services/Treasure, for information purposes only.

8. Board or Committee of Council Reports or Updates

Council opportunity for Committee and/or Board announcements.

9. Notice of Motion

None presented prior to the meeting.

10. Council Inquires/Announcements

Council opportunity for informal inquiries and/or announcements.

11. Correspondence

Recommendation:

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

11.1 Letter of Thanks from JA South Western Ontario Re: Community Grant

- 11.2 Township of Ramara Re: Support for Continued Lyme Disease Research and Care
- 11.3 Village of Burk's Falls Re: Funding for Public Libraries
- 11.4 2026–2029 Elgin OPP Detachment Action Plan
- 11.5 2026 Ontario Senior Achievement Award
- 11.6 County of Elgin Correspondence
- 11.7 Township of Ramara Re: Proposed Regional Conservation Authority Governance Framework
- 11.8 Witten Submissions, Planning Act, D14 06-2026 and D14 09-2026, Post Deadline, October 1 Meeting

Written submissions received after the deadline to publish and deadline to amend October 1, 2026 agenda.
- 11.9 Witten Submissions, Planning Act, D14 06-2026 and D14 09-2026, October 8 Meeting

12. Items Requiring Council Consideration

None presented prior to the meeting.

13. By-laws

13.1 By-law 2026-39

Recommendation:

That By-law 2026-39, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law 2015-36 (194 Ridge Street and 172 Chestnut Street), be read a first, second and third and final time.

13.2 By-law 2026-50

Recommendation:

That By-law 2026-39, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law 2015-36 (Elm Street), be read a first, second and third and final time.

14. Confirming By-Law

Recommendation:

That By-law 2026-57 being a By-law to confirm the proceeding of the Regular Meeting of Council held on October 8, 2026, be read a first, second and third and final time.

15. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 4:00pm, on Thursday, October 22, 2026, or at the call of the Chair.