



# Municipality of West Elgin

## Minutes

### Council Meeting

June 27, 2024, 4:00 p.m.

Council Chambers

160 Main Street

West Lorne

**Present:** Mayor Leatham  
Deputy Mayor Tellier  
Councillor Navackas  
Councillor Denning  
Councillor Statham

**Staff Present:** M. Badura, CAO/ Treasurer  
L. Gosnell, Manager of Operations & Community Services  
Robert Brown, Planner  
Terri Towstiuc, Clerk

**Council Meetings are held in-person at 160 Main Street, West Lorne, and the post-meeting recording available at [www.westelgin.net](http://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. 2024- 260**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby adopts the Regular Council Agenda for June 27, 2024 as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

**4. Closed Session**

**Resolution No. 2024- 261**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 4:02 pm, to discuss matters pursuant to the Municipal Act, Section 239 (2)(a), being the security of the property of the municipality; And Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality.

**Carried**

**5. Report from Closed Session**

Clerk Towstiuic reported out at 5:24 pm, that Council received three (3) items pursuant to the Municipal Act, 2001, Section 239 (2). Council provided staff with administrative direction, including the following two (2) recommendations:

**Resolution No. 2024- 262**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That West Elgin Council received a report from M. Badura, CAO/Treasurer, re: IT Security Assessment and;

That West Elgin Council approves a quote from CYPFER Canada Inc. in the amount of \$19,200.00 plus applicable taxes.

**Carried**

**Resolution No. 2024- 263**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That West Elgin Council declare surplus municipally owned lands known as the MacPherson Road Extension unopened road allowance; and,

That West Elgin Council authorize the Clerk to proceed with implementing the procedures prescribed in By-law 2019-14 being a By-law to Adopt and Maintain a

Policy with Respect to the Sale and Other Disposition of Land Owned by the Municipality of West Elgin.

**Carried**

**6. Adoption of Minutes**

**Resolution No. 2024- 264**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby adopt the Minutes of June 13, 2024, as presented.

**Carried**

**7. Business Arising from Minutes**

**8. Staff Reports**

**8.1 Planning**

**8.1.1 Severance Application E47-24 – Comment to Elgin County**

**Resolution No. 2024- 265**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E-47-24 – Comments to Elgin County (Planning Report 2024-16);

And that West Elgin Council hereby recommends approval to the Land Division Committee for the County of Elgin for Severance application, File E-47-24, 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**

**8.2 Operations & Community Services**

**8.2.1 Horse Drawn Vehicle Signage Policy**

**Resolution No. 2024- 266**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services re: Horse Drawn Vehicle Signage Policy; And

That West Elgin Council approves the Horse Drawn Vehicle Signage Policy as presented.

**Carried**

### **8.3 Finance/Administration**

#### **8.3.1 2024 Compensation Update Report**

**Resolution No. 2024- 267**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: 2024 Compensation Update Report and;

That West Elgin council approves proposed 2024 Employee remuneration schedule as presented in Schedule A.

**Carried**

### **9. Committee and Board Reports or Updates**

Councillor Denning advised that the Arena Renaming committee continues to prepare for the August 24 event, which will include representative from the Hockey Hall of Fame, the Kraft Hockeyville Trophy and remaining merchandise, and attendance by Bo Horvat and the Horvat family. Bo will be on site all day for the unveiling of the new logo and to sign autographs. St. Thomas radio will also be on site providing music and interviews.

Deputy Mayor Tellier advised the Recreation Committee is prepared for a Canada Day celebration full of recreation-based activities, including basketball, pickle ball, lawn bowling and a baseball game, as well facepainting and a feather mural activity. Flyers were given out and volunteers are in place for the day.

Heritage homes meeting will be held next week, and the West Elgin Health Center is preparing for their 30th anniversary celebration.

Old Town Hall committee met with two of the three new members in attendance. New grant ideas were shared including accessibility, arts and heritage. The committee will meet again mid-July.

**10. Notice of Motion**

None Received.

**11. Council Inquires/Announcements**

Deputy Mayor Tellier enquired if we were able to put a sponsorship program in place for community benches, similar to the Haning basket sponsorship program. Staff will investigate and bring forth a report.

**12. Correspondence**

- 12.1 Notice of No Appeals, E 36-24, 19911 Pioneer Line
- 12.2 Watson and Associates, Updates on Bill 185 Changes to the Development Charges Act (and various other Acts)
- 12.3 2023 Elgin County Library Performance Presentation
- 12.4 Correspondence received June 17, 2024 from Jennifer Keyes, Director, Development and Hazard Policy Branch Re: Streamlining of approvals under the Aggregate Resources Act and supporting policy
- 12.5 Call for Nominations 2024 Community Schools Alliance

**Resolution No. 2024- 268**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

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

**Carried**

**13. Items Requiring Council Consideration**

**13.1 Portable Restaurant "Old Boys Park" Port Glasgow Trailer Park**

Lee Gosnell, Manager of Operations and Community Services advised that coincidentally, a resident of the trailer park came to the office on the same day this request was received by email, advising they would like to open the food booth at the park to provide ice cream and simply snacks for campers. They are in the process of obtaining insurance, for the 2024 season.

Mr. Tountas was in the Council Chambers audience, and Council requested clarification from him, clarifying if his request was for the 2024

or 2025 camping season. Mr. Tountas advised this portable trailer request is for the 2025 season, to allow time to prepare. Council would be interested in revisiting this request late 2024 or early 2025, which will provide more still for preparation discussion.

**Resolution No. 2024- 269**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby acknowledge receipt of the Portable Restaurant Request from Sam Tountas, to operate a portable restaurant at the Port Glasgow Trailer Park "Old Boys Park"; And

That Council defers the request, to be re-examined later in the year, to commence operations in the 2025 camping season.

**Carried**

**13.2 Notification Requirement for Liquor License - St. Elijah Orthodox Church**

**Resolution No. 2024- 270**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That West Elgin Council hereby acknowledge receipt of the event notification from the St. Elijah Orthodox Church, for their event to be held on Sunday, August 4, 2024, as a requirement from the Alcohol and Gaming Commission of Ontario (AGCO).

**Carried**

**14. By-Laws**

**14.1 2024-48, Employee Remuneration**

**Resolution No. 2024- 271**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That By-law 2024-48, a By-Law to amend By-law 2023-103, being a by-law to Set Rates of Remuneration for Municipal Employees, be read a first, second and third and final time.

**Carried**

**14.2 2024-49, Authorizing By-law, Funding Agreement for the Renewed Canada Community-Building Fund, 2024-2034**

**Resolution No. 2024- 272**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That By-law 2024-49, Being a By-law to Authorize the Execution of an Agreement between The Corporation of the Municipality of West Elgin and The Association of Municipalities of Ontario (AMO) for the purposes of a Municipal Funding Agreement on the Canada Community-Building Fund, be read a first, second and third and final time.

**Carried**

**15. Confirming By-Law**

**Resolution No. 2024- 273**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That By-law 2024-50 being a By-law to confirm the proceeding of the Regular Meeting of Council held on June 27, 2024, be read a first, second and third and final time.

**Carried**

**16. Adjournment**

**Resolution No. 2024- 274**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby adjourn at 6:03pm to meet again at 4:00pm, on Thursday, July 18, 2024, or at the call of the Chair.

**Carried**

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Richard Leatham, Mayor

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Terri Towstiuc, Clerk