



# Municipality of West Elgin

## Minutes

### Council Meeting

August 15, 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 4:01 pm.

**2. Adoption of Agenda**

**Resolution No. 2024- 308**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby adopts the Regular Council Agenda for August 15, 2024 as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

**4. Public Meeting**

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

**4.1 Planners Report, Zoning Amendment Application D-14 7-2024**

**Resolution No. 2024- 309**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding Zoning Amendment Application D-14 7-2024 – Recommendation Report (Planning Report 2024-23).

That West Elgin Council approve the rezoning of 25248 Queen’s Line from General Agricultural (A1) to Agricultural (A2) and Restricted Agricultural (A3), in accordance with the attached draft by-law, and

Further that West Elgin Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the August 15, 2024, Council Agenda.

**Carried**

**4.2 Public and/or Applicant Comment**

None.

**4.3 Council Comment**

None.

**4.4 Adjournment**

**Resolution No. 2024- 310**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

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

**Carried**

## **5. Delegations**

### **5.1 Janet Given, Elgin County Library Branch Supervisor Re: Branch update for West Lorne and Rodney**

Janet Given, Elgin County Library Branch Supervisor, provided Council with an information presentation, which included introduction of staff, visitor statistics, usage of library resources, summer programs and the number of library programs provided since 2019. Ms. Given also provided the goals for the West Lorne and Rodney library goals for 2024 & 2025.

### **5.2 Andrew Fraser, Resident Re: Seasonal Pool Passes Reimbursement**

Andrew Fraser addressed Council regarding Council's decision to not provide a refund to families who purchased community pool passes, a decision that was made at the Special Council meeting on August 1, 2024. Council received a generous donation to assist with providing free open swims for the entire community, for the remainder of the summer. Mr. Fraser advised that he was one of fourteen families that purchased a community pool pass to support the local pool and municipality, at a cost of \$200.00. Mr. Fraser advised council that local families are upset that a refund, credit or incentive will not be provided and that their pass is "null and void". Mr. Fraser advised that it was indicated that their funds are considered a "donation" to the pool.

Mayor Leatham advised that the donation did not cover the entire cost of operating the pool and would be unfair to burden the entire cost of the pool operation on the tax base and non-user residents.

Councillor Denning advised that he was the Councillor contacted by the unidentified doner, who asked Councillor Denning how much it would be to fund the remainder of the season's open swims. The cost estimate took the funds raised to date, including swim passes, minus the funds required.

### **5.3 Ryan Cheeseman, Resident Re: Commercial Vehicles on Centre Street, Rodney**

Ryan Cheeseman, resident at 169 Centre Street, Rodney addressed Council to gain support for ongoing challenges he and his family have been encountering with Dresden Industrial (KSR), specifically the plethora of trucks stopping on the roadway, blocking his driveway and blocking the fire hydrant. Mr. Cheeseman also advised that there is litter from KSR and the commercial truck drivers in the ditch and his yard. Mr. Cheeseman advised that there is concern for the safety of his children, who while be walking to the local bus stop in September, at the corner of Furnival and

Centre Street. Mr. Cheeseman advised that he has had little cooperation with KSR management and is often in confrontations with commercial truck drivers. Mr. Cheeseman would like to see no parking signs installed on the road in front of his house, and all commercial trucks to remain on the property at KSR

Council received a supplementary delegation request from Chris Cain, Plant Manager, Dresden Industrial. Council unanimously allowed Mr. Cain to address council on this subject.

Mr. Cain advised that while he has instructed logistics to be mindful of driveway, he is unable to fully control as they are not KSR employees. Mr. Cain agrees signage for no parking would be beneficial to assist with enforcing this, as well there is signage throughout KSR property advising drivers to not block the residential driveway. Ms. Cain advised that Mr. Cheeseman has come onto KSR property, driving erratically, which in turn KSR has been forced to call OPP to assist, and employees have been directed to not engage with Mr. Cheeseman. KSR is trying to mitigate further issues, but these ongoing issues between KSR and Mr. Cheeseman are impeding the business of KSR and the commercial drivers.

A proposal for no-parking signs on Centre will be presented later in this meeting, for Council consideration.

#### **5.4 Keith Taylor and Jennifer Hess, ONE Investment Overview**

Keith Taylor and Jennifer Hess, ONE Investment, provided an overview of the not-for-profit organization, who serves investments needs to municipalities throughout Ontario, including partnerships and portfolio holdings. Ms. Hess advised Council the services and investment and portfolio options available, legislation and regulations, ONE Investment Board and subsidiary committees, and the benefits of going prudent.

Mr. Taylor advised Council of the benefits of a diversified portfolio, and the options to increase investment growth.

Mr. Taylor and Ms. Hess concluded by advising that contact will remain with the CAO/Treasurer, to move forward with investment options, once ready.

**6. Adoption of Minutes**

**Resolution No. 2024- 311**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That West Elgin Council hereby adopt the Minutes of July 15 (Special Meeting), July 18 and August 1, 2024 (Special Meeting), as presented.

**Carried**

**6.1 Committee and Board Minutes**

**Resolution No. 2024- 312**

**Moved:** Councillor Navackas

**Seconded:** Councillor Statham

That West Elgin Council hereby acknowledge receipt of the minutes of Four Counties Transit Committee, April 15, 2024; Old Town Hall Committee, June 25, 2024; And the Recreation Committee, July 17, 2024, as presented.

**Carried**

**7. Business Arising from Minutes**

None.

**8. Staff Reports**

**8.1 Planning**

**8.1.1 Notice of Application Re: Absolute Title**

**Resolution No. 2024- 313**

**Moved:** Councillor Denning

**Seconded:** Councillor Navackas

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding a Notice of Application for Absolute Title on lands located at 191 Queen St and Part of Lot 1, Plan 202, consisting of PIN 35105-0174, 35105-0181 & 35105-188; And

That West Elgin Council authorize the Mayor and Clerk to sign the Consent and Waiver of Notice for the property in question at 191 Queen St and Part of Lot 1, Plan 202, consisting of PIN 35105-0174, 35105-0181 & 35105-188.

**Carried**

**8.1.2 Severance Application E67-24 - Comments to Elgin County**

**Resolution No. 2024- 314**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Navackas

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E67-24 – Comments to Elgin County (Planning Report 2024-25);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E67-24, 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**

**8.1.3 Severance Application E63, 64, 65 - 24 - Comments to Elgin County**

**Resolution No. 2024- 315**

**Moved:** Councillor Denning

**Seconded:** Councillor Navackas

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding consent applications File E63-24, E64-24 and E65-24 – Comments to the County of Elgin (Planning Report 2024-26);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance applications, File E63-24, E64-24 and E65-24, subject to the Lower-Tier Municipal conditions in Appendix One of this report;

And further that West Elgin Council direct Administration to provide this report as Municipal comments to the County of Elgin.

**Carried**

## **8.2 Wastewater**

### **8.2.1 West Lorne Wastewater Treatment Plant Operations Report, Second Quarter 2024**

### **8.2.2 Rodney Wastewater Treatment Plant Operations Report, Second Quarter 2024**

#### **Resolution No. 2024- 316**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Navackas

That West Elgin Council hereby acknowledge receipt of the West Lorne Wastewater Treatment Plant Operations Report, Second Quarter, 2024; and the Rodney Wastewater Treatment Plant Operations Report, Second Quarter, 2024, presented by Sam Smith, Senior Operations Manager, Ontario Clean Water Agency.

**Carried**

## **8.3 Water**

### **8.3.1 West Elgin Distribution System Operations Report, Second Quarter 2024**

#### **Resolution No. 2024- 317**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby acknowledge receipt of the West Elgin Distribution System Operations Report, Second Quarter, 2024, presented by Sam Smith, Senior Operations Manager, Ontario Clean Water Agency.

**Carried**

## **8.4 Building**

### **8.4.1 Monthly Report and Comparison, July 2024**

#### **Resolution No. 2024- 318**

**Moved:** Councillor Navackas

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from Corey Pemberton, CBO Re: Building Department Summary Report for the month of July 2024.

**Carried**

## **8.5 Municipal Drains**

### **8.5.1 Re-apportionment - Zoller Drain**

**Resolution No. 2024- 319**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Apportionment of Drainage Assessment for the Zoller Drain, due to Severance of Land, Pursuant to the Drainage Act, R.S. O. 1990; And

That West Elgin Council hereby approves the Apportionment of the Drainage Assessment Agreement for the attached drains, as part of severance application for 24953 Pioneer Line, as presented.

**Carried**

## **8.6 Operations & Community Services**

### **8.6.1 Monthly Operations Report, June & July 2024**

**Resolution No. 2024- 320**

**Moved:** Councillor Navackas

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the Monthly Operations report for June & July 2024 from Lee Gosnell, Manager of Operations & Community Services, for information purposes.

**Carried**

### **8.6.2 Parking By-law Amendment**

**Resolution No. 2024- 321**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations and Community Services; 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 restricted parking zones as follows:

- Munroe Street in West Lorne, north side, from the west property limits of Graham Road to a point 103 meters west of the west property limit of Graham Road.
- Munroe Street in West Lorne, south side, from the east property limits of Ridge Street to the west property limits of Graham Road, being a distance of 140 meters.
- Centre Street in Rodney, north side, from a point 130 meters west of the west limits of Furnival Road to the west end of the ROW known as Centre Street, being a distance of 70 meters

**Carried**

## **8.7 Clerk's**

### **8.7.1 Volunteer Recognition Award Policy**

**Resolution No. 2024- 322**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Volunteer Recognition Award Policy; And

That Council hereby approves the policy as presented and be included as ‘Schedule A’ to By-law 2024-60.

**Carried**

### **8.7.2 Memorial & Commemorative Bench Program**

**Resolution No. 2024- 323**

**Moved:** Councillor Navackas

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Memorial and Commemorative Bench Policy; And

That Council approve the policy as presented and be included as “Schedule A” to By-law 2024-61.

**Carried**

**8.7.3 Community Grant Request, Rodney Kiwanis Club**

**Resolution No. 2024- 324**

**Moved:** Councillor Statham

**Seconded:** Councillor Navackas

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Community Grant Request, Rodney Kiwanis Club; And

That Council hereby approve the in-kind donation request from the Kiwanis Club of Rodney for the following items:

1. Twice monthly meetings for an estimated annual cost of \$2169.60; And
2. Twoonie Tuesday, August 27, 2024 road closure, at an estimated cost of cost \$650.00; And
3. Rodney Night Market, November 16, 2024, Road Closure at an estimated cost of \$650.

**Carried**

**8.7.4 Royal Canadian Legion Branch 221, Poppy Project Request**

**Resolution No. 2024- 325**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Royal Canadian Legion Branch 221, Poppy Project Request; And

That Council approve the request, in theory, and direct the Royal Canadian Legion Branch 221, to work with staff during the Poppy Campaign to determine a suitable location.

**Carried**

## **8.8 Finance/Administration**

### **8.8.1 Purchase of a Folder Inserter**

#### **Resolution No. 2024- 326**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Navackas

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Purchase of a Folder/Inserter Machine; and

That West Elgin Council approves the purchase of Folder/Inserter machine FPi 2720 from Rival Office Solutions under a 60-month lease agreement at a cost of \$239.00 per month plus applicable taxes; and

That, West Elgin Council directs CAO/Treasurer to sign the lease agreement.

**Carried**

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

None.

## **10. Notice of Motion**

None Received.

## **11. Council Inquires/Announcements**

Deputy Mayor Tellier requested Council to consider utilizing part of Council grant funds to provide assistance to a West Elgin student pursuing a career in a municipal field.

Councillor Denning provided an update on the arena renaming event, August 24, 2024, 11:00am to 4:00pm. The Horvat family will be on site, and families will be able to participate in activities and games during the event. The official ceremony will be at 1:00pm.

Councillor Navackas provided Council with a notice of resignation, effective August 29, 2024. Councillor Navackas advised that the position is no longer compatible with her work and home-life commitments. Council members thanked Councillor Navackas for her time served, and that concurred that she was a valued, contributing member of Council and will be deeply missed. Council will receive a Clerks report at the next meeting of Council, September 12, outlining details for the replacement of Ward 3 Councillor.

**12. Correspondence**

**12.1 Terrace Lodge Bowling Tournament and Fundraiser**

**12.2 Count of Elgin, Notice of No Appeals, E 44-24**

**Resolution No. 2024- 327**

**Moved:** Councillor Navackas

**Seconded:** Councillor Statham

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

**Carried**

**13. Items Requiring Council Consideration**

**14. By-Laws**

**14.1 2024-58 - Site Plan Agreement - Shree Rodney Gas Station Inc. (239-241 Furnival Road)**

**Resolution No. 2024- 328**

**Moved:** Councillor Navackas

**Seconded:** Deputy Mayor Tellier

That By-law 2024-58, Being a By-law to Authorize the Execution of a Site Plan Agreement with Shree Rodney Gas Station Inc. (239-241 Furnival Road), be read a first, second and third and final time.

**Carried**

**14.2 2024-59 - Zoning By-law Amendment D14 7-2024 - 25248 Queen's Line, JenVeld Farms**

**Resolution No. 2024- 329**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

That By-law 2024-59, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for property at 25248 Queen's Line, be read a first, second and third and final time.

**Carried**

**14.3 2024-60 - Volunteer Recognition Awards Policy**

**Resolution No. 2024- 330**

**Moved:** Deputy Mayor Tellier  
**Seconded:** Councillor Denning

That By-law 2024-60, being a By-law to adopt a Policy “Volunteer Recognition Awards”, be read a first, second and third and final time.

**Carried**

**14.4 2024-61, Memorial and Commemorative Bench Policy**

**Resolution No. 2024- 331**

**Moved:** Councillor Navackas  
**Seconded:** Councillor Denning

That By-law 2024-61, Being a By-Law to adopt a Policy “Memorial and Commemorative Bench”, be read a first, second and third and final time.

**Carried**

**14.5 2024-62 - Amendment to Parking By-law 2001-50**

**Resolution No. 2024- 332**

**Moved:** Deputy Mayor Tellier  
**Seconded:** Councillor Denning

That By-law 2024-62, 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 and third and final time.

**Carried**

**15. Closed Session**

**Resolution No. 2024- 333**

**Moved:** Councillor Statham  
**Seconded:** Deputy Mayor Tellier

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 6:48 pm, to discuss matters pursuant to the *Municipal Act*, Section 239(2):

- a. the security of the property of the municipality or local board;
- b. personal matters about an identifiable individual, including municipal or local board employees;

- c. a proposed or pending acquisition or disposition of land by the municipality or local board;
- d. labour relations or employee negotiations;
- e. litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

**Carried**

**16. Report from Closed Session**

Clerk T. Towstiuic reported from closed session at 8:31pm.

Council received six (6) items pursuant to the *Municipal Act*, Section 239 (2). Council provided administrative direction to staff, where necessary, including the following two (2) recommendations:

**Resolution No. 2024- 334**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer Re: Lot Purchase; And

That West Elgin Council directs staff to submit an offer to purchase on the lot located on Main Street, West Lorne.

**Carried**

**Resolution No. 2024- 335**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Development Plans – Tiny Homes Pilot Project, and That West Elgin Council direct staff to start conversation with the property owner of the lands located on Munroe St., described as Aldborough Con 8 Pt Lots 17 and 18 RP 11R9329 Parts 3 and 6 RP 11R10916 Part 1 and enter into negotiations to purchase the lands for the maximum amount of \$30,000 for the purpose of investing in our community with the idea of Tiny Homes development project.

**Carried**

**17. Confirming By-Law**

**Resolution No. 2024- 336**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That By-law 2024-63 being a By-law to confirm the proceeding of the Regular Meeting of Council held on August 15, 2024, be read a first, second and third and final time.

**Carried**

**18. Adjournment**

**Resolution No. 2024- 337**

**Moved:** Councillor Navackas

**Seconded:** Councillor Statham

That the Council of the Municipality of West Elgin hereby adjourn at 8:33pm, to meet again at 4:00pm, on Thursday, September 12, 2024 or at the call of the Chair.

**Carried**

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Richard Leatham, Mayor

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Terri Towstiuć, Clerk