



# Municipality of West Elgin

## Minutes

### Council Meeting

April 10, 2025, 4:00 p.m.

Council Chambers

160 Main Street

West Lorne

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

**Staff Present:** Jeff McArthur, Fire Chief  
Terri Towstiuc, Clerk  
Robin Greenall, Chief Administrative Officer  
Lee Gosnell, Manager of Operations and Community Services

**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. 2025- 104**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby adopts the Regular Council Agenda for April 10, 2025 as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

**4. Delegations**

Delegations to be heard, in compliance with Procedural By-Law 2024-05.

The Clerk read aloud from sections six (6) and twelve (12) from By-law 2024-05, for delegation and gallery compliance purposes.

**4.1 Ryan Cheeseman, Dresden Industrial - Ongoing Litter**

Mr. Cheeseman cancelled delegation same day, due to unexpected work schedule.

**4.2 Adam Lumley - Port Glasgow Trailer Park - Request for amendment to upcoming motion.**

Mr. Lumley addressed Council with a proposal to hand back the operations of the Port Glasgow Trailer Park (PGTP), back to the residents of PGTP, by way of non-share cooperative, to be created by residents of PGTP through a land lease agreement.

**4.3 David Chamberlain - Port Glasgow Trailer Park, Summary of Public Meeting Held March 10, 2025**

Mr. Chamberlain addressed Council, providing the presentation from the Port Glasgow Trailer Park (PGTP) residents Town Hall meeting, held in March 2025. The presentation included many concerns regarding the potential sale of the trailer park, request for transparency and clarity surrounding the finances of PGTP and potential sale process, and request for removal of the PGTP from the "surplus list".

Full presentation can be found in Agenda Package of April 10, 2025.

**5. Adoption of Minutes**

**Resolution No. 2025- 105**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

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

**Carried**

## **5.1 Committee and Board Minutes**

### **Resolution No. 2025- 106**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

That West Elgin Council hereby acknowledge receipt of the minutes of the Bo Horvat Community Centre Board of Management meeting, January 8, 2025; And the Economic Development Committee meetings of January 13 and February 24, 2025; And the Recreation Committee, January 15, 2025, as information only.

**Carried**

## **6. Business Arising from Minutes**

None.

## **7. Staff Reports**

### **7.1 Wastewater**

#### **Resolution No. 2025- 107**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the West Lorne and Rodney Wastewater Treatment Plant, Annual Reports, 2024, presented by Sam Smith, Senior Operations Manager- Southwest Region, Ontario Clean Water Agency, for information purposes only.

**Carried**

#### **7.1.1 West Lorne Wastewater Treatment Plant, Annual Report 2024**

#### **7.1.2 Rodney Wastewater Treatment Plant, Annual Report 2024**

### **7.2 Fire**

#### **7.2.1 Monthly Fire Report, March 2025**

##### **Resolution No. 2025- 108**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

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

**Carried**

### **7.3 Building**

#### **7.3.1 Monthly Building Report and Comparison, February & March 2025**

**Resolution No. 2025- 109**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from Corey Pemberton, CBO Re: Building Department Summary Report for the months of February & March 2025.

**Carried**

### **7.4 Municipal Drains**

#### **7.4.1 Hauser Drain, Section 78**

**Resolution No. 2025- 110**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives Section 78, Notice of Request for Drain Major Improvement for the Municipal Drain known as the Hauser Drain; And

That Council approve the request for the Improvement of the Hauser Drain, dated March 31, 2025, submitted by Gerald Schnekenburger, President, G J Schnekenburger Farms Ltd.; And

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

**Carried**

### **7.5 Operations & Community Services**

#### **7.5.1 Monthly Operations Report, March 2025**

**Resolution No. 2025- 111**

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

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

**Carried**

### **7.5.2 Main Street Drain Upgrades**

**Resolution No. 2025- 112**

**Moved:** Councillor Denning  
**Seconded:** Councillor Statham

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

**Carried**

### **7.5.3 Banners**

*Break from 4:48 to 4:58pm, prior to receiving item 7.5.3.*

**Resolution No. 2025- 113**

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

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Infrastructure and Development; And

That West Elgin Council approves the request to display five (5) Optimist Club banners in conjunction with 50<sup>th</sup> anniversary celebrations scheduled for Saturday June 7, 2025; And

That West Elgin staff install these banners at locations approved by the Manager of Infrastructure and Development during the first week of May, and remove them during the week following anniversary celebrations; And

That West Elgin Council directs staff to prepare an amendment to the Municipality's current flag policy for the purpose of dealing with future banner requests.

**Carried**

## **7.6 Clerk's**

### **7.6.1 Declare Ward 3 Seat Vacant**

#### **Resolution No. 2025- 114**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Declaration of Vacancy, Councillor, Ward 3; And

Whereas former Ward 3 Councillor Heather Dougherty resigned from Council on March 28, 2025;

Therefore, pursuant to section 262 (1) of the *Municipal Act*, 2001, Council of the Municipality of West Elgin does hereby declare the office of Councillor, Ward 3, to be vacant.

**Carried**

### **7.6.2 Monthly Update, Community Services, March 2025**

#### **Resolution No. 2025- 115**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the Monthly report, March 2025, from Terri Towstiuc, Manager of Community Services/Clerk, for information purposes.

**Carried**

## **7.7 Chief Administrative Officer**

### **7.7.1 Information Technology – Contract Extension**

#### **Resolution No. 2025- 116**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report Information Technology – Contract Extension from R. Greenall, CAO.

AND THAT staff be authorized to take the necessary actions to finalize and formalize the two-year contract extension with Zouling Technologies Inc.

**Carried**

**7.7.2 West Elgin Economic Development Committee – 2025 Action Plan**

**Resolution No. 2025- 117**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from Economic Development Committee via Robin Greenall, CAO

And that West Elgin Council approves, in principle, the Economic Development Committee 2025 Action Plan.

And that West Elgin Council considers financial commitments to support the plan as part of their 2025 budget deliberations.

**Carried**

**8. Committee and Board Reports or Updates**

No updates provided.

**9. Notice of Motion**

None received prior to meeting.

**10. Council Inquires/Announcements**

Mayor Leatham reminded all, during the uncertain times we are experiencing, to shop local and buy Canadian.

**11. Correspondence**

11.1 Minutes, Heritage Home, January 27, 2025

11.2 Elgin County, From the Council Chambers, March 25, 2025

11.3 County of Elgin, Notice of Decision, E 15-25, 24915 Crinan Line

11.4 Thames Valley District School Board, 2024-2025 Accommodation Plan

**Resolution No. 2025- 118**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

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

**Carried**

## 12. Items Requiring Council Consideration

### 12.1 Councillor Statham - Reconsideration

*Break from 5:23 to 5:26, prior to motion 121, to ensure Clerk capturing full amendment to motion.*

#### **Resolution No. 2025- 119**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

I, Councillor Statham, hereby move the Motion for Reconsideration of Motion 2024-463 from December 19, 2024 regarding Port Glasgow Trailer Park next steps.

For (3): Mayor Leatham, Councillor Denning, and Councillor Statham

Against (1): Deputy Mayor Tellier

**Carried (3 to 1)**

#### **Resolution No. 2025- 120**

That West Elgin Council receives the report from M. Badura, CAO/Treasurer re: Next steps for the Port Glasgow Trailer Park lands; and that West Elgin council chooses the following recommendations:

That West Elgin Council considers operating the park for the 2025 calendar year and directs staff to bring 2025 PGTP Fees and Charges By-Law for review and approval at the next meeting of council; And

That West Elgin Council provide trailer park residents the opportunity to submit offers for consideration; And

That Council appoint Councillor Dougherty and Councillor Statham to the Port Glasgow Trailer Park Advisory Committee.

Against (4): Mayor Leatham, Deputy Mayor Tellier, Councillor Denning, and Councillor Statham

**Loss (0 to 4)**

#### **Resolution No. 2025- 121**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

Amended Motion:

Whereas the Port Glasgow Trailer Park lands were declared as surplus by Council at its October 24,2024 meeting;

And whereas the proposed divestment has not been clearly communicated to the users of Port Glasgow Trailer Park or surrounding area;

And whereas alternative uses or revenue opportunities have not been explored and compared to the current divestment plan.

Be it resolved that the divestment of Port Glasgow Trailer Park be deferred until a comprehensive cost-recovery analysis is completed, outlining the financial implications of continued municipal ownership and operation, inclusive of leasing options; And

Further that a report is delivered to Council with full-cost recovery options and divestment options.

**Carried**

**12.2 Councillor Denning - Cenotaph**

**Resolution No. 2025- 122**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

Whereas the West Lorne Remembrance Day Service is held annually at the Cenotaph, located in front of the Bo Horvat Community Centre (Arena); And

Whereas the current location requires a major road to be blocked during the ceremony, creating traffic and safety concerns for those attending;

Therefore, West Elgin Council is requesting staff prepare a report to Council with options to move the West Lorne Cenotaph to the Rosalie Krebsz Heritage Park in West Lorne, creating a safe place for the Annual Remembrance Day Service, in collaboration with the West Lorne Legion, and West Lorne Horticultural Society, for presentation and beautification purposes

**Carried**

### 13. By-Laws

#### 13.1 IT Agreement

##### **Resolution No. 2025- 123**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That By-law 2025-18, being a By-law to Authorize the Corporation of the Municipality of West Elgin and Zouling Technologies Inc for the Provision of Technology Maintenance and Support Services, and Repeal By-law 2023-25, be read a first, second and third and final time.

**Carried**

#### 13.2 Animal Control Agreement, Southwest Middlesex Animal Shelter

##### **Resolution No. 2025- 124**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That By-law 2025-19, being a By-law to Authorize the Corporation of the Municipality of West Elgin and Southwest Middlesex Animal Shelter for the Provision of Animal Control Services (Canine), and Repeal By-law 2025-02, be read a first, second and third and final time.

**Carried**

### 14. Closed Session

#### **Resolution No. 2025- 125**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 5:32 pm, to discuss two (2) matters pursuant to the *Municipal Act*, Section 239 2(b), being personal matter(s) about identifiable individual(s), including municipal or local board employees.

**Carried**

### 15. Report from Closed Session

Report from Closed Session at 6:13 pm.

Council received two (2) items pursuant to Section 239 (2)(b), being personal matters about identifiable individuals, for information purposes only.

**16. Confirming By-Law**

**Resolution No. 2025- 126**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That By-law 2025-20 being a By-law to confirm the proceeding of the Regular Meeting of Council held on April 10, 2025, be read a first, second and third and final time.

**Carried**

**17. Adjournment**

**Resolution No. 2025- 127**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That the Council of the Municipality of West Elgin hereby adjourn at 6:13 pm to meet again at 4:00pm, on April 24, 2025, or at the call of the Chair.

**Carried**

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Richard Leatham, Mayor

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Terri Towstiuc, Clerk