



# Municipality of West Elgin

## Minutes

### Special Meeting of Council

June 23, 2025, 6:00 p.m.

Recreation Centre

135 Queen Street

Rodney

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

**Staff Present:** Terri Towstiuc, Clerk  
Robin Greenall, Chief Administrative Office  
Dave Charron, Manager of Infrastructure & Development  
Magda Badura, Manager of Corporate Services/Treasurer  
Jenn Vanesse, Administrative Assistant, Operations and  
Community Services

**Also Present:** Darryl Abbs, Managing Partner, Watson & Associates  
Nicholas Loeb, Director of Legal Services, County of Elgin

**1. Call to Order**

Mayor Leatham called the Special Meeting of Council to order at 6:02 pm.

**2. Adoption of Agenda**

**SCM 2024- 35**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby adopts the Special Meeting Agenda of June 23, 2025 as presented. **Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

**4. Closed Session**

Council and Staff will move to the small meeting room for Closed Session discussion.

**Moved:** Councillor Denning

**Seconded:** Councillor Sousa

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 6:03 pm, to discuss matters pursuant to the *Municipal Act*, Section 239 (2)(f), being advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Port Glasgow Trailer Park Risks & Liability).

**Carried**

**5. Report from Closed Session**

Report from Closed Session at 6:26pm.

West Elgin Council received one (1) item, pursuant the *Municipal Act*, Section 236 (2)(f), for information purposes only.

**6. Delegations**

Delegations were heard in order of submission and were provided up to ten (10) minutes each.

**6.1 Donna Klapak**

**6.2 Andrei Kovalevskii**

**6.3 Sandra VanBreda**

**7. Port Glasgow Trailer Park Financial Assessment, presented by Daryl Abbs, Managing Partner, Watson & Associates Economists Ltd.**

Daryl Abbs, Managing Partner, Watson & Associates Economists Ltd. presented the Port Glasgow Trailer Park Financial Assessment, summarizing the four (4) options presented in the report. Council requested clarification on the options to maintain the park, which include gradual fee increases. Council also requested confirmation that the increases consider the cost of inflation for materials and AODA considerations for repairs and maintenance required at the park. Council

also confirmed that a review can be done in three (3) years, to ensure that cost increases are adequate to cover the required capital and operational needs.

## **7.1 Report & Memorandum**

### **SCM 2024- 36**

**Moved:** Councillor Statham

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Watson and Associates:

And That, Council approves the recommendation to maintain the ownership and management of the park in a total cost recovery scenario;

And That, Council approves the recommended three-year seasonal rate increases;

And That, Council directs staff to research and implement best practices for a recreational trailer park to update the service and use policies and procedures that support reducing liability and risk costs;

And that Council directs staff to review its operational structures and implement policies and procedures that support operational efficiencies.

For (4): Mayor Leatham, Deputy Mayor Tellier, Councillor Statham, and Councillor Sousa

Against (1): Councillor Denning

**Carried (4 to 1)**

## **8. Confirmatory By-law**

### **SCM 2024- 38**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That By-law 2025-40 being a By-law to confirm the proceeding of the Special Meeting of Council held on June 23, 2025, be read a first, second and third and final time.

**Carried**

**9. Adjournment**

**SCM 2024- 39**

**Moved:** Councillor Statham

**Seconded:** Councillor Sousa

That the Council of the Municipality of West Elgin hereby adjourn the Special Meeting of Council at 7:12pm to meet again at 4:00pm, on Thursday, June 26, 2025 or at the call of the Chair.

**Carried**

---

Richard Leatham, Mayor

---

Terri Towstiuc, Clerk