



Municipality of West Elgin

Minutes

Council Meeting

June 12, 2025, 4:00 p.m.

Council Chambers

160 Main Street

West Lorne

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

Staff Present: Robert Brown, Planner
Terri Towstiuc, Manager of Community Services/Clerk
Magda Badura, Manager of Corporate Services (Treasurer)
Robin Greenall, Chief Administrative Officer
Dave Charron, Manager of Infrastructure & Development

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).

1. Call to Order

Mayor Leatham called the meeting to order at 4:00 pm.

2. Filipe Sousa - Oath and Declaration of Office - Ward 3 Councillor

Mr. Sousa read aloud his Oath and Declaration to Office, and joined Council, as Ward 3 Councillor. Mayor Leatham graciously invited Councillor Sousa to his seat at the Council table.

3. Adoption of Agenda

Resolution No. 2024- 182

Moved: Councillor Statham

Seconded: Councillor Sousa

That West Elgin Council hereby adopts the Regular Council Agenda for June 12, 2025, as presented.

Carried

4. Disclosure of Pecuniary Interest

4.1 Councillor Sousa - Amy Sousa Re: Roots & Revival Festival

Spouse of Delegate, and member of Roots & Revival Committee.

4.2 Councillor Statham - Amy Sousa Re: Roots & Revival Festival

Member of Roots & Revival Committee.

4.3 Mayor Leatham - Report from Closed Session

Owner of property being discussed (item 6.1) in closed session (O'Malley Road).

5. Delegations

5.1 Amy Sousa Re: Roots & Revival Festival

Councillor Sousa declared a conflict on this item. (Spouse of Delegate, and member of Roots & Revival Committee.)

Councillor Statham declared a conflict on this item. (Member of Roots & Revival Committee.)

Amy Sousa, member of the Roots & Revival committee, addressed Council requesting support for the festival, including road closure, use of sound equipment, access to 2024 festival murals, use of the arena parking lot for a BBQ facilitated by the West Elgin Fire Department, use of the municipally owned "scissor lift" and funds to assist with the mural painting, to be completed on the West Lorne Fire Department bay doors. Ms. Sousa confirmed that the funds required is \$3,000. Plans are in progress with local artist K. Watterworth, who completed the 2024 mural in Rodney, and Ms. Sousa advised that Ms. Watterworth is trained and certified on the use of the scissor lift.

Council thanked Ms. Sousa for her time and efforts for the 2025 Roots & Revival festival.

Staff will bring back a report and recommendations, summarizing the request.

6. Adoption of Minutes

Resolution No. 2024- 183

Moved: Councillor Denning

Seconded: Councillor Sousa

That West Elgin Council hereby adopt the Minutes of May 22, 2025 (Regular Meeting) and June 5 & 9, 2025 (Special Meetings), as presented.

Carried

7. Business Arising from Minutes

None.

8. Staff Reports

8.1 Municipal Drains

8.1.1 Fleuren Drain, Subsequent Request

Resolution No. 2024- 184

Moved: Councillor Denning

Seconded: Councillor Sousa

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

That Council approve the request for the Improvement of the Fleuren Drain, dated June 3, 2025, submitted by Rob Tait; And

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

Carried

8.2 Planning

8.2.1 Severance Application E30-25 - Comment to Elgin County

Resolution No. 2024- 185

Moved: Councillor Statham

Seconded: Councillor Sousa

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E30-25 – Comments to Elgin County (Planning Report 2025-12)

And that West Elgin Council hereby recommended approval to the Land Division Committee of the County of Elgin for severance application, File E30-25, 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

8.2.2 Severance Application E32-25 - Comments to Elgin County

Resolution No. 2024- 186

Moved: Councillor Sousa

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E32-25 – Comments to Elgin County (Planning Report 2025-14).

And that West Elgin Council hereby recommended approval to the Land Division Committee of the County of Elgin for severance application, File E32-25, 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

8.2.3 Severance Application E34-25 - Comments to Elgin County

Resolution No. 2024- 187

Moved: Councillor Denning

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E34-25 – Comments to Elgin County (Planning Report 2025-13).

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance

application, File E34-25, 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

8.3 Clerk's

8.3.1 Pool Donations

Staff recommended a discount of \$4.00/ per session pass and \$40.00 per 10-session pass, **setting the 2025 discounted rates as \$6.00 per single visit of \$50.00 for a 10-visit pass.**

Recognizing the cost of operation for the pool far exceeds the donation received, staff recommended a **discounted rate of fifty percent (50%), utilizing the donation to supplement the cost of open swim.**

Resolution No. 2024- 188

Moved: Councillor Sousa

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Terri Towstiuic, Manager of Community Services/Clerk; And

That Council hereby approves the recommendation of a discount of \$4.00 per single admission and \$40.00 ten-visit pass for aquafit users, for the 2025 pool season; And

That Council hereby approves the recommendation of fifty percent (50%) fee reduction for all open swims for all users for the 2025 pool season; And

That Council request staff continue canvassing for weekend sponsorship, to offset costs for the 2025 weekend swims.

Carried

8.3.2 Monthly Report, Community Services, April and May 2025

Resolution No. 2024- 189

Moved: Councillor Statham

Seconded: Councillor Denning

That West Elgin Council hereby receives the Monthly report for April & May 2025, from Terri Towstiuć, Manager of Community Services/Clerk, for information purposes only.

Carried

8.4 Corporate Services/Finance

8.4.1 2025 Budget Summary

Resolution No. 2024- 190

Moved: Councillor Sousa

Seconded: Councillor Denning

That West Elgin Council hereby receives the report from M. Badura, Manager of Corporate Services – Treasurer re: 2025 Budget Summary;

And That; West Elgin Council hereby adopts the 2025 Operating and Capital Budgets as presented.

Carried

9. Nathan MacIntyre Re: Rip Current Information Project

Council took a break from 3:39 to 4:45pm. Deputy Mayor Tellier arrived virtually at 4:53pm.

Nathan MacIntyre provided a delegation to Council, introducing his registered nonprofit corporation “Rip Current Information Project”, advocating for water safety along the Great Lakes. Mr. MacIntyre's delegation briefly included an introduction to understanding what Rip Currents are, versus "under toe", as well, overview of Great Lakes/Lake Erie, how waves contribute to the formation of rip currents, the definition of rip current, visual representation of rip currents and the characteristics of a rip current.

Mr. MacIntyre is attending communities along Lake Erie, to bring important awareness to Rip Currents, and provide safety advice for everyone visiting the lakes.

10. Committee and Board Reports or Updates

Councillor Denning advised that the Bo Horvat Community Center (arena) Board of Management approved the purchase and installation of the new dehumidification system at the arena. The system will allow for year-round use and better installation of the ice.

Deputy Mayor Tellier advised that Canada Day plans are in place, and that the Recreation Committee will meet next week to review. Events start at 3:00pm, starting with free swimming, bubble soccer, petting zoo, line dancing and yoga demonstrations, youth performers and a DJ until fireworks.

11. Notice of Motion

None presented prior to deadline.

12. Council Inquires/Announcements

Councillor Statham advised that, when considering the washroom renovations at the Port Glasgow Trailer Park, the local RONA will provide free engineered plans, if supplies are purchased from them, and requested staff consider that option. CAO Greenall reminded Council of our procurement policy, and that we must ensure we follow proper procedures.

13. Correspondence

T. Towstiuc, Manager of Community Services/Clerk reviewed item 13.5 (declined arena grant), and advised plans will be discussed after the summer, to ensure we're moving forward with the necessary improvements and use of the 2022 Kraft Hockeyville funds.

Council discussed item 13.3, letter from Marion Willms, and requested more information regarding our current by-law surrounding weeds and natural grass on residential lawns.

Resolution No. 2024- 191

Moved: Councillor Denning

Seconded: Councillor Sousa

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

Carried

13.1 County of Elgin, E 27-25, Notice of No Appeals

13.2 Watson & Associates - Comments on Bill 17 (Protect Ontario by Building Faster and Smarter Act, 2025)

13.3 Letter dated May 22, 2025 from Marion Willms Re: Property Standards By-laws Concerning Noxious Weeds

13.4 Municipal Climate Resiliency Grant Decision

13.5 Community Sport and Recreation Infrastructure Fund Program Letter (Arena Grant)

14. Items Requiring Council Consideration

14.1 Special Meeting, June 23, 2025, Port Glasgow Trailer Park

Resolution No. 2024- 192

Moved: Councillor Sousa

Seconded: Councillor Denning

That West Elgin Council hereby schedule a Public Information Meeting, to be held on June 23, 2025 at 6:00pm, at the West Elgin Recreation Centre, 135 Queen Street, Rodney, for discussion of the Port Glasgow Trailer Park report and study, prepared by Watson & Associates; And

That while reasonable effort will be made to record the Public Information Meeting, there may be situations where the video recording may be unavailable or delayed due to technical difficulties. The meeting will not be cancelled or postponed due to technical issues to the recording equipment if the facility is physically open and accessible to the public.

Carried

15. Upcoming Meetings

- June 18, Recreation Committee, 7:00pm
- June 23, Heritage Homes, 1:00pm
- June 23, Public Meeting (PGTP), 6:00pm
- June 24, Economic Development, 7:00pm
- June 26, Court of Revision, 3:45pm
- June 26, Regular Council, 4:00pm
- July 9, Bo Horvat Community Center BoM, 9:00am
- July 15, Tri-County Water Board, 7:00pm
- July 16, Recreation Committee, 7:00pm
- July 17, Regular Council, 4:00pm
- July 21, Four Counties Transit, 8:30am

16. By-Laws

16.1 2025-35 - Agreement with Township of Southwold, Chief Building Official

Resolution No. 2024- 193

Moved: Councillor Statham

Seconded: Councillor Sousa

That By-law 2025-35, being a by-law to Authorize the Execution of an Amending Terms Agreement between The Corporation of the Township of Southwold and The Corporation of the Municipality of West Elgin for services of the Southwold Building Services Department for the administration and enforcement of the Ontario Building Code Act and Building Code, be read a first, second and third final time.

Carried

16.2 2025-36 - Adoption of 2025 Budget

Resolution No. 2024- 194

Moved: Councillor Denning

Seconded: Councillor Sousa

That By-law 2025-36, Being a By-Law to Adopt the 2025 Operating and Capital Budgets for the Municipality of West Elgin, and Repeal By-law 2024-35, be read a first, second, third and final time.

Carried

16.3 2025-37 - Tax Ratios

Resolution No. 2024- 195

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

That By-law 2025-37, being a By-Law to set the Transition Ratios and to Levy Taxes for the Year 2025, be read a first, second, third and final time.

Carried

16.4 2025-38 - Water & Wastewater Rates

Resolution No. 2024- 196

Moved: Councillor Denning

Seconded: Deputy Mayor Tellier

That By-law 2025-38, Being a By-Law to Establish Rates for Municipal Water and Wastewater Services for 2025 and to repeal By-Law 2024-40, be read a first, second, third and final time.

Carried

17. Closed Session

Resolution No. 2024- 197

Moved: Councillor Denning

Seconded: Councillor Statham

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 5:19 pm, to discuss the following matters pursuant to Section 239 of the *Municipal Act*:

- (2)(c) Proposed or pending acquisition or disposition of land (O'Malley Road)
- (2)(b) Personal Matter about Identifiable Individuals (Contract & Agreement for Health & Safety)
- (2)(b) Personal Matters about identifiable Individuals (Economic Development Committee Resignations)
- (2)(d) Labour relations or employee negotiations (CAO HR/Staffing Update)

Carried

18. Report from Closed Session

Mayor Leatham declared a conflict on this item. (Owner of property being discussed (item 6.1) in closed session (O'Malley Road).)

Report from Closed Session at 6:42pm.

Council received four (4) items pursuant to section 239(2) of the *Municipal Act*, for information purposes only.

Deputy Mayor Tellier was not present, until 5:56pm, when she arrived in person, during Closed Session.

19. Confirming By-Law

Resolution No. 2024- 198

Moved: Councillor Denning

Seconded: Councillor Statham

That By-law 2025-39 being a By-law to confirm the proceeding of the Regular Meeting of Council held on June 12, 2025, be read a first, second and third and final time.

Carried

20. Adjournment

Resolution No. 2024- 199

Moved: Councillor Sousa

Seconded: Deputy Mayor Tellier

That the Council of the Municipality of West Elgin hereby adjourn at 6:43 pm to meet again at 4:00pm, on Thursday, June 26, 2025, or at the call of the Chair.

Carried

Richard Leatham, Mayor

Terri Towstiuć, Clerk