



Municipality of West Elgin

Agenda

Council Meeting

Date: October 8 2020, 9:00 a.m.
Location: Recreation Centre
135 Queen Street
Rodney

Due to COVID-19 and physical distancing requirements this meeting is being held in an alternate location to allow the public to attend. Please contact the Clerk's Department if you require an alternate format or accessible communication support or wish to receive the link to the meeting, at 519-785-0560 or by email at clerk@westelgin.net.

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Agenda as presented.

3. Closed Session

Recommendation:

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at _____ a.m. under Section 239(2)(b) of the *Municipal Act*, consideration will be given to personal matters about identifiable individual(s) including a municipal or local board employee(s).

4. Report from Closed Session

5. Disclosure of Pecuniary Interest

6. Public Meeting - 9:30 a.m.

Recommendation:

That Council proceed into a Public Meeting pursuant to Section 34 of the *Planning Act* at _____ a.m.

6.1. Purpose of the Public Meeting

The purpose of this Public Meeting of the Council of the Corporation of the Municipality of West Elgin is to review an application for proposed housekeeping amendment to the West Elgin Comprehensive Zoning By-Law 2015-36. The proposed Zoning By-law Amendment will contain the following: 1) updating and providing zone regulations for the Future Residential (FR) Zone; 2) providing zone regulations for the Future Development (FD) Zone; 3) expanding the Construction Uses section; 4) providing clarity to the Established Building Lines section; 5) deleting Schedule "H" and updating references to Minimum Distance Separation Formulae in accordance with Provincial guideline; 6) expanding the Interpretation section; 7) revising Multiple Zones section; and, 8) fixing mapping errors.

Council will not make a decision on the applications at this public meeting. Based on the recommendation and information received at this public meeting amending by-laws will be presented for approval at a regular Council meeting.

There are Public Registries located at the entrance to the meeting and if any member of the public would like to be notified in writing of the decision on an application, they are to provide their name and mailing address on the registry. A person or public body may appeal a decision if they have made an oral submission at this public meeting or a written submission to Council prior to the passing of the by-law.

6.2. Staff Report

6.2.1. H. James, Planner - Zoning Report 2020 West Elgin Zoning By-law Housekeeping Amendment

9

Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding a 2020 housekeeping amendment to the West Elgin Comprehensive Zoning By-law 2015-36, File No. D14 04-2020, for all applicable lands within the municipality; and,

That West Elgin Council consider the By-law to amend the Zoning By-law, subject to the conditions on the By-law, as presented in the By-law portion of the agenda.

6.3. Public Comments

28

6.4. Council Comments

6.5. Close Public Meeting

Recommendation:

That West Elgin Council hereby closes the Public Meeting at _____ a.m. and reconvenes the Regular Meeting of Council.

7. Adoption of Minutes

29

Recommendation:

That the Minutes of the Council meeting on September 24, 2020 be adopted as circulated and printed.

8. Business Arising from Minutes

9. Staff Reports

9.1. Planning

Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding the severance application, File No. E 20/20 for 12098 Blacks Road; and,

That West Elgin Council recommend approval to the Land Division Committee of the County of Elgin for the severance application, File No. E 20/20 located at Concession 8, Part of Lot 1, 12098 Blacks Road, provided the following conditions are included:

- a. That a zoning by-law amendment is in force and effect for the subject lands;
- b. That the owner has the necessary review on the private water well;
- c. That the owner has the necessary review and assessment conducted on the existing sewage disposal system to confirm its adequacy and/or necessary replacement to the satisfaction of the Municipality;
- d. That requirements of the Municipal Road Department regarding access and/or drainage have been met;
- e. That drainage reapportionments have occurred;
- f. That taxes have been paid in full;
- g. That two copies of the registered survey have been provided to the Municipality; and,
- h. That the solicitor provides an undertaking that a copy of the registered deed for the severed parcel once the transaction has occurred will be provided to the Municipality

9.1.1.1. Delegation - J. Ariens, IBI Group

Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding the severance application, File No. E 34/20 for 26591 Downie Line; and,

That West Elgin Council recommends approval to the Land Division Committee of the County of Elgin for the severance application, File No. E 34/20 located at Concession 7, Part of Lot 24, 26591 Downie Line, provided the following conditions are included:

- a. That a Zoning By-law Amendment is in force and effect for the severed and retained parcels;
- b. That the owner has the necessary review and assessment conducted on the existing sewage disposal system to confirm its adequacy and/or necessary replacement to the satisfaction of the Municipality;
- c. That requirements of the Municipal Road Department regarding access and/or drainage have been met;
- d. That drainage reapportionment has occurred;
- e. That taxes have been paid in full;
- f. That two copies of the registered survey have been provided to the Municipality; and
- g. That the solicitor provides an undertaking that a copy of the registered deed for the severed parcel once the transaction has occurred will be provided to the Municipality

9.2. Building

9.2.1. J. Morgan-Beunen, CBO - Building Activity Report September 2020

Recommendation:

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, CBO re: Building Permit Report for September 2020 for information purposes.

9.3. Fire

9.3.1. J. McArthur, Fire Chief - Training Room Furniture 70

Recommendation:

That West Elgin Council has no objections on the current table in the Rodney Training Room being considered surplus and replaced with smaller tables and chairs for a more conducive training room layout and learning environment.

9.3.2. J. McArthur, Fire Chief - Monthly Report – September 72

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief re: September Monthly Report for information purposes.

9.4. Operations & Community Services

9.4.1. L. Gosnell, Manager of Operations & Community Services - Holiday Festival of Lights 75

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and

That West Elgin Council approve the creation of a small committee, comprised of municipal staff and West Lorne Optimists members, to deliver a Festival of Lights in replacement of the Rodney and West Lorne Christmas Parades in 2020.

9.4.2. L. Gosnell, Manager of Operations & Community Services - September 2020 – Monthly Report 77

Recommendation:

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

9.5. Clerk's

9.5.1. J. Nethercott, Clerk - Draft Animal Control By-law 80

Recommendation:

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Draft Animal Control By-law; and

That West Elgin Council provide direction to staff to bring forward the Attached Draft Animal Control By-law at the October 22, 2020 meeting; and

That West Elgin Council hereby approve the Clerk to apply for Set Fines as presented, for the Animal Control by-law, once the by-law is approved.

9.5.2. J.Nethercott, Clerk - Appoint Court of Revision – Arvai Drain 121

Recommendation:

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Appoint Court of Revision – Arvai Drain; and

Whereas Courts of Revision have been scheduled on October 22, 2020 at 9:30 a.m. for the Arvai Drain; therefore

Be it resolved that West Elgin Council hereby appoints the all members of Council to the Court of Revision for the Arvai Drain

9.5.3. J. Nethercott, Clerk - Appoint Engineer – Request for Drainage Works 122

Recommendation:

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Appoint Drainage Engineer – Request for Drainage Works; and

That West Elgin Council hereby appoints Spriets & Associates to prepare a report for the improvement of the Poole Outlet Drain.

10. Committee and Board Report

10.1. West Elgin Youth Task Team

10.1.1. Minutes - September 15, 2020 126

11. Accounts

Recommendation:

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #10 amounting to \$1,673,693.47 in settlement of General, Road, Water and Arena Accounts (including EFT#3085-3139 Cheque# 25402-25419, online Payments# 5524-5534 and Payroll PP20).

12. Councillor Inquires/Announcements

12.1. Notice of Motion

12.2. Statements/Inquires by Councillors

12.3. Matters of Urgency

13. Correspondence

13.1. Ministry of Municipal Affairs & Housing - Phase 2 Safe Restart Funding 131

13.2. Solicitor General - Updates 134

14. By-laws

14.1. By-Law 2020-72 - Zoning Houskeeping Amendment 141

Recommendation:

That By-law 2020-72, being a by-law to amend the Municipality of West Elgin Comprehensive Zoning By-Law 2015-36, be read a first, second and third and final time.

15. Confirming By-Law 153

Recommendation:

That by-law 2020-73 being, a by-law to confirm the proceedings of the Regular Meeting of Council held on October 8, 2020, be read a first, second and third and final time.

16. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 9:00 a.m. on October 22, 2020 or at the call of the Chair.



Staff Report

Report To: Council Meeting

From: Heather James, Planner

Date: 2020-10-08

Subject: Zoning Report 2020 West Elgin Zoning By-law Housekeeping Amendment

Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding a 2020 housekeeping amendment to the West Elgin Comprehensive Zoning By-law 2015-36, File No. D14 04-2020, for all applicable lands within the municipality; and,

That West Elgin Council consider the By-law to amend the Zoning By-law, subject to the conditions on the By-law, as presented in the By-law portion of the agenda.

Purpose:

The proposed Zoning By-law Amendment (File No. D14 04-2020) will update the Zoning By-law by updating and providing zoning regulations, provide clarity, update out of date references, and fix mapping errors.

Background:

At the September 10, 2020 Council meeting, the planner brought forward a report to Council outlining the proposed changes to the West Elgin Zoning By-law. Council agreed with the changes and directed staff to proceed with holding a public meeting.

The proposed Zoning By-law Amendment includes the following:

- adding the following after subsection f) to Section 1.4 Interpretation:
 - g) No amendment to this By-law shall be required in order for the Corporation to typographical changes or changes to section references, where in the opinion of the Corporation, such corrections do not affect the intent of the By-law.
- adding the following at the end of Section 3.5 Multiple Zones:

Zone lines shall not be deemed to be lot lines where zones share a common boundary.
- changing the name of Section 4.2 from Construction Uses to Temporary Buildings and Construction Uses.
- adding the following after subsection b) to Section 4.2 Temporary Buildings and Construction Facilities:

- c) For the purpose of Section 4.2 only, an existing dwelling, mobile home, park model trailer, travel trailer or similar transportable accommodation, shall be considered to be a temporary building or construction facility when approved by the Chief Building Official.
 - i) In no instance shall an existing dwelling, mobile home, park model trailer, travel trailer or similar transportable accommodation, be used for a temporary building or construction facility for a period lasting no longer than one (1) year commencing on the date in which the Building Permit is issued.
 - ii) An existing dwelling, mobile home, park model trailer, travel trailer or similar transportable accommodation, may only be used for a temporary building or construction facility during the construction of the principal or main use on a property.
 - iii) A Building Permit issued for such construction shall note the requirement to remove and/or demolish such temporary buildings, mobile home, park model trailer, travel trailer or similar transportable accommodation within ninety (90) days from when building occupancy has been granted by the Chief Building Official.
- adding the following after subsection b) to Section 4.4 Established Building Lines:
 - c) Section 4.4 shall only be applied where at least 50% of the lots on a street or road have a single unit dwelling erected.
- Section 5. General Agricultural (A1) Zone by:
 - Deleting the following in the last sentence of the introduction to

‘... Minimum Distance Separation II.’

And replacing with the following:

‘...Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’
 - Deleting the following in Section 5.2.1 Livestock Buildings, Structures and Manure Storage Facilities – Minimum Distance Separation:

‘... Schedule “H” Minimum Distance Separation II (MDS II).’
 - Deleting subsection b) of Section 5.2.6 Single Unit Dwellings in its entirety and replacing with the following:

b) comply with provincially approved Minimum Distance Separation (MDS) Document.
- Section 6. Agricultural (A2) Zone, by deleting the following in Section 6.2.1 Livestock Buildings, Structures and Manure Storage Facilities – Minimum Distance Separation:

‘... Schedule “H” Minimum Distance Separation II (MDS II).’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’

- Section 7. Restricted Agricultural (A3) Zone, by deleting subsection b) of Section 7.2.6 Single Unit Dwellings in its entirety and replacing with the following:

b) comply with provincially approved Minimum Distance Separation (MDS) Document.

- That Section 11. Rural Residential (RR) Zone, by deleting the following from subsection b) of Section 11.2.2 Single Unit Dwellings:

'b) ... Schedule "H", Minimum Distance Separation I (MDS I).'

And replacing with the following:

b) ... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.'

- Section 12. Hamlet Residential (HR) Zone, by deleting the following from Section 12.2.2 Single Unit Dwellings:

'... Schedule "H", Minimum Distance Separation I (MDS I) ...'

And replacing with the following:

'... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.'

- Section 13. Lakeshore Residential (LR) Zone, by deleting the following from Section 13.2.2 Single Unit Dwellings:

'... Schedule "H", Minimum Distance Separation I (MDS I) ...'

And replacing with the following:

'... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...'

- Section 15. Future Residential (FR) Zone, by:

- Deleting the last sentence in the introductory paragraph.

~~*'In the interim, to prevent premature development, no buildings or structures are permitted.'*~~

- Adding the following at the end of Section 6.1.1 Permitted Uses:

Table 14-1 Future Residential (FR) Zone Standards:

1	Minimum Lot Area	(1)
2	Minimum Lot Frontage	(2)
3	Maximum Lot Coverage	10%
4	Front Yard Depth	15 m
5	Side Yard Width	15 m (3) 10 m (4)
6	Rear Yard Depth	15 m
7	Maximum Building Height	10.5 m

FOOTNOTES	
(1)	the area of the lot on the day it was created
(2)	the frontage of the lot on the day it was created
(3)	for lot frontages > 100 m
(4)	for lot frontages < 100 m

- Section 18. Highway Commercial (C3) Zone, by deleting the following from subsection 8 in Table 17-1 of Section 18.1.1 Permitted Uses:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘...Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

- Section 24. Institutional (LR) Zone, by deleting the following from subsection 8 in Table 23-1 of Section 24.1.1 Permitted Uses:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘...Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

- Section 25. Open Space (OS) Zone, as amended, by deleting the following from subsection 5 in Table 24-1 of Section 25.1.1 Permitted Uses:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

- Section 29. Future Development (FD) Zone, of By-law No. 2015-36, by adding the following at the end of Section 29.1.1 Permitted Uses:

Table 28-1 Future Development (FD) Zone Standards:

1	Minimum Lot Area	(1)
2	Minimum Lot Frontage	(2)
3	Maximum Lot Coverage	10%
4	Front Yard Depth	15 m
5	Side Yard Width	15 m (3) 10 m (4)
6	Rear Yard Depth	15 m
7	Maximum Building Height	10.5 m

FOOTNOTES	
(1)	the area of the lot on the day it was created
(2)	the frontage of the lot on the day it was created
(3)	for lot frontages > 100 m
(4)	for lot frontages < 100 m

- Deleting Schedule “H” – Minimum Distance Separation (MDS) Formulae from the List of Schedules in its entirety.
- Schedule “A” Map No. 25 changing the zoning from General Agricultural (A1) Zone to Restricted Agricultural (A3) for Concession 6 Western Division, Part of Lot 2, RP 11R-8942 Part 1 (20892 Hoskins Line), in the geographic Township of Aldborough.
- Schedule “A” Map No. 30 changing the zoning from Agricultural (A2) Zone to General Agricultural (A1) for Concession 2 Eastern Division, Part of Lot 17, in the geographic Township of Aldborough.
- Schedule “A” Map No. 48 changing the zoning from Agricultural (A2) Zone to Restricted Agricultural (A3) for Concession 8, Part of Lot 9 (22759 Queens Line), in the geographic Township of Aldborough.
- Schedule “A” Map No. 57 changing the zoning from Restricted Agricultural (A3) Zone to General Agricultural (A1) and from General Agricultural (A1) to Restricted Agricultural (A3) Zone for Concession 11, Part of Lot 10 (23271 Thomson Line), in the geographic Township of Aldborough.
- Schedule “A” Map No. 69 changing the zoning from General Agricultural (A1) to Restricted Agricultural (A3) Zone for Concession 12, Part of Lot 14 (24249 Silver Clay Line), in the geographic Township of Aldborough.

Public Meeting Notice:

The public meeting notice was published in the West Elgin Chronicle on September 17, 2020. The notice of public meeting met the requirements under the Planning Act, which states the notice of a public meeting for a zoning by-law must be circulated no less than 20 days prior to the public meeting. The notice along with the proposed zoning by-law amendment was also posted on the Municipality's website for the public's review.

Circulation of the Application:

The application was circulated to the applicable commenting agencies 20 days prior to the public meeting. One comment from a public agency was received from Lower Thames Conservation Authority, indicating they have no objections.

Comments were received from the municipal Chief Building Official indicating they had no concerns. No comments were received from the public at the time of submission of this report.

Financial Implications:

None.

Policies/Legislation:**Provincial Policy Statement (PPS):**

Under Section 3(5) of the *Planning Act*, the Municipality “shall be consistent with” matters of provincial interest as set out in the Provincial Policy Statements (PPS).

Conclusion: The proposed zoning by-law amendment application is consistent with the PPS.

County of Elgin Official Plan:

A zoning by-law amendment is required to be in conformity with the upper tier Official Plan.

Comment: The proposed zoning by-law amendment conforms to the policies of the County of Elgin Official Plan and an amendment the County’s Official Plan is not required.

Conclusion: The proposed zoning by-law amendment application conforms with the County of Elgin Official Plan.

Municipality of West Elgin Official Plan:

Section 10.51. Conformity with the Official Plan states except as may be otherwise provided for by this Plan, the Zoning By-law shall zone land in conformity with the land use designations and policies of this Plan and shall establish regulations to control the use of land and the character, location and use of buildings and structures.

Comment: The proposed zoning by-law amendment conforms to the policies of the Municipality of West Elgin Official Plan and an amendment to the Official Plan is not required.

Conclusion: The proposed zoning by-law amendment application conforms to the Municipality of West Elgin Official Plan.

Related Documents:

Planning Report 2020-21 2020 West Elgin Zoning By-law Housekeeping Amendment Introduction; and Proposed Zoning By-law Amendment to the Municipality of West Elgin Comprehensive Zoning By-law 2015-36.

Report Approval Details

Document Title:	Zoning Report 2020 West Elgin Zoning By-law Housekeeping Amendment - 2020-25-Planning.docx
Attachments:	<ul style="list-style-type: none">- 2020-xx - 2020 WE ZBL Housekeeping Amendment.docx- Sched. A-1 - 20892 Hoskins Line.pdf- Sched. A-2 - Roll343400007001000.pdf- Sched. A-3 - 22759 Queens Line.pdf- Sched. A-4 - 23271 Thomson Line.pdf- Sched. A-5 - 24249 Silver Clay Line.pdf
Final Approval Date:	Oct 5, 2020

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott



MUNICIPALITY OF **West Elgin**

The Corporation of the Municipality of West Elgin

By-Law No. 2020-72

Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for all lands within the Municipality of West Elgin.

Whereas the Council of the Corporation of the Municipality of West Elgin deems it advisable to amend By-law No. 2015-36, as amended, being the Comprehensive Zoning By-law of the Municipality of West Elgin:

Now Therefore the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. That By-law No. 2015-36, as amended, be further amended by adding the following after subsection f) to Section 1.4 Interpretation:
 - g) No amendment to this By-law shall be required in order for the Corporation to typographical changes or changes to section references, where in the opinion of the Corporation, such corrections do not affect the intent of the By-law.
2. That By-law No. 2015-36, as amended, be amended by adding the following at the end of Section 3.5 Multiple Zones:

Zone lines shall not be deemed to be lot lines where zones share a common boundary.
3. That By-law No. 2015-36, as amended, be further amended by changing the name of Section 4.2 to Temporary Buildings and Construction Uses.
4. That By-law No. 2015-36, as amended, be amended by adding the following after subsection b) to Section 4.2 Temporary Buildings and Construction Facilities:

- c) For the purpose of Section 4.2 only, an existing dwelling, mobile home, park model trailer, travel trailer or similar transportable accommodation, shall be considered to be a temporary building or construction facility when approved by the Chief Building Official.
 - i) In no instance shall an existing dwelling, mobile home, park model trailer, travel trailer or similar transportable accommodation, be used for a temporary building or construction facility for a period lasting no longer than one (1) year commencing on the date in which the Building Permit is issued.
 - ii) An existing dwelling, mobile home, park model trailer, travel trailer or similar transportable accommodation, may only be used for a temporary building or construction facility during the construction of the principal or main use on a property.
 - iii) A Building Permit issued for such construction shall note the requirement to remove and/or demolish such temporary buildings, mobile home, park model trailer, travel trailer or similar transportable accommodation within ninety (90) days from when building occupancy has been granted by the Chief Building Official.

- 5. That By-law No. 2015-36, as amended, be further amended by adding the following after subsection b) to Section 4.4 Established Building Lines:
 - c) Section 4.4 shall only be applied where at least 50% of the lots on a street or road have a single unit dwelling erected.

- 6. That Section 5. General Agricultural (A1) Zone, of By-law No. 2015-36, as amended, be amended by:
 - 6.1 Deleting the following in the last sentence of the introduction to

‘... Minimum Distance Separation II.’

And replacing with the following:

‘...Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’
 - 6.2 Deleting the following in Section 5.2.1 Livestock Buildings, Structures and Manure Storage Facilities – Minimum Distance Separation:

‘... Schedule “H” Minimum Distance Separation II (MDS II).’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’

- 6.3. Deleting subsection b) of Section 5.2.6 Single Unit Dwellings in its entirety and replacing with the following:

b) comply with provincially approved Minimum Distance Separation (MDS) Document.

7. That Section 6. Agricultural (A2) Zone, of By-law No. 2015-36, as amended, be further amended by deleting the following in Section 6.2.1 Livestock Buildings, Structures and Manure Storage Facilities – Minimum Distance Separation:

‘... Schedule “H” Minimum Distance Separation II (MDS II).’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’

8. That Section 7. Restricted Agricultural (A3) Zone, of By-law No. 2015-36, as amended, be amended by deleting subsection b) of Section 7.2.6 Single Unit Dwellings in its entirety and replacing with the following:

b) comply with provincially approved Minimum Distance Separation (MDS) Document.

9. That Section 11. Rural Residential (RR) Zone, of By-law No. 2015-36, as amended, be further amended by deleting the following from subsection b) of Section 11.2.2 Single Unit Dwellings:

‘b) ... Schedule “H”, Minimum Distance Separation I (MDS I).’

And replacing with the following:

b) ... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’

10. That Section 12. Hamlet Residential (HR) Zone, of By-law No. 2015-36, as amended, be amended by deleting the following from Section 12.2.2 Single Unit Dwellings:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’

11. That Section 13. Lakeshore Residential (LR) Zone, of By-law No. 2015-36, as amended be further amended by deleting the following from Section 13.2.2 Single Unit Dwellings:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

12. That Section 15. Future Residential (FR) Zone, of By-law No. 2015-36, as amended, be amended by:

12.1 Deleting the last sentence in the introductory paragraph.

12.2 Adding the following at the end of Section 15.1.1 Permitted Uses:

Table 14-1 Future Residential (FR) Zone Standards:

1	Minimum Lot Area	(1)
2	Minimum Lot Frontage	(2)
3	Maximum Lot Coverage	10%
4	Front Yard Depth	15 m
5	Side Yard Width	15 m (3) 10 m (4)
6	Rear Yard Depth	15 m
7	Maximum Building Height	10.5 m

FOOTNOTES	
(1)	the area of the lot on the day it was created
(2)	the frontage of the lot on the day it was created

(3)	for lot frontages > 100 m
(4)	for lot frontages < 100 m

13. That Section 18. Highway Commercial (C3) Zone, of By-law No. 2015-36, as amended, be further amended by deleting the following from subsection 8 in Table 17-1 of Section 18.1.1 Permitted Uses:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘...Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

14. That Section 24. Institutional (LR) Zone, of By-law No. 2015-36, as amended, be amended by deleting the following from subsection 8 in Table 23-1 of Section 24.1.1 Permitted Uses:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘...Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

15. That Section 25. Open Space (OS) Zone, of By-law No. 2015-36, as amended, be further amended by deleting the following from subsection 5 in Table 24-1 of Section 25.1.1 Permitted Uses:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

16. That Section 29. Future Development (FD) Zone, of By-law No. 2015-36, as amended, be amended by adding the following at the end of Section 29.1.1 Permitted Uses:

Table 28-1 Future Development (FD) Zone Standards:

1	Minimum Lot Area	(1)
2	Minimum Lot Frontage	(2)
3	Maximum Lot Coverage	10%
4	Front Yard Depth	15 m
5	Side Yard Width	15 m (3) 10 m (4)
6	Rear Yard Depth	15 m
7	Maximum Building Height	10.5 m

FOOTNOTES	
(1)	the area of the lot on the day it was created
(2)	the frontage of the lot on the day it was created
(3)	for lot frontages > 100 m
(4)	for lot frontages < 100 m

17. That By-law No. 2015-36, as amended be further amended by deleting Schedule "H" – Minimum Distance Separation (MDS) Formulae from the List of Schedules in its entirety.
18. That Schedule "A" Map No. 25 to By-law No. 2015-36, is hereby amended by changing the subject property from **General Agricultural (A1) Zone** to **Restricted Agricultural (A3)** for those lands outlined in heavy solid lines and described as A3 on Schedule "A-1" attached hereto and forming part of this By-law, being Concession 6 Western Division, Part of Lot 2, RP 11R-8942 Part 1, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.
19. That Schedule "A" Map No. 30 to By-law No. 2015-36, is hereby further amended by changing the subject property from **Agricultural (A2) Zone** to **General Agricultural (A1)** for those lands outlined in heavy solid lines and described as A1 on Schedule "A-2" attached hereto and forming part of this By-law, being Concession 2 Eastern Division, Part of Lot 17, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.
20. That Schedule "A" Map No. 48 to By-law No. 2015-36, is hereby amended by changing the subject property from **Agricultural (A2) Zone** to **Restricted Agricultural (A3)** for those lands outlined in heavy solid lines and described as A3 on Schedule "A-3" attached hereto and forming part of this By-law, being Concession 8, Part of Lot 9, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.

21. That Schedule "A" Map No. 57 to By-law No. 2015-36, is hereby further amended by changing the subject property from **Restricted Agricultural (A3) Zone** to **General Agricultural (A1)** and from **General Agricultural (A1)** to **Restricted Agricultural (A3) Zone** for those lands outlined in heavy solid lines and described as A3 and A1 on Schedule "A-4" attached hereto and forming part of this By-law, being Concession 11, Part of Lot 10, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.
22. That Schedule "A" Map No. 69 to By-law No. 2015-36, is hereby further amended by changing the subject property from **General Agricultural (A1)** to **Restricted Agricultural (A3) Zone** for those lands outlined in heavy solid lines and described as A3 on Schedule "A-5" attached hereto and forming part of this By-law, being Concession 12, Part of Lot 14, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.
23. This By-law comes into force upon the day it is passed in the event an appeal has not been filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended. In the event an appeal is filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended, the By-law shall be deemed not to have come into force until the appeal has been finally disposed of, whereupon the By-law, except for such parts as are repealed or amended as so directed by the Local Planning Appeal Tribunal (LPAT), shall be deemed to have come into force on the day it was passed.

Read a first, second, and third time and finally passed this 8th day of October, 2020.

Duncan McPhail
Mayor

Jana Nethercott
Clerk

Lands
to be
Zoned A3

HOSKINS LINE

This is Schedule "A-1" to By-law No. 2020-
passed on the _th day of

MAYOR

CLERK



COLLEY RD

Lands
to be
Zoned A1


This is Schedule "A-2" to By-law No. 2020-
passed on the _th day of

MAYOR

CLERK

MUNICIPALITY OF WEST ELGIN
Comprehensive Zoning By-Law 2015-36
SCHEDULE 'A' MAP 30



0 75 150

Meters



QUEENS LINE

Lands
to be
Zoned A3

This is Schedule "A-3" to By-law No. 2020-
passed on the _th day of

MAYOR

CLERK

MUNICIPALITY OF WEST ELGIN
Comprehensive Zoning By-Law 2015-36
SCHEDULE 'A' MAP 48



0 15 30

Meters

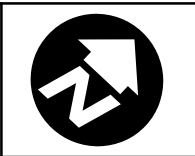


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THOMSON LINE

	<div>Lands to be Zoned A3</div>	
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This is Schedule "A-4" to By-law No. 2020- passed on the _th day of	
_____	_____
MAYOR	CLERK



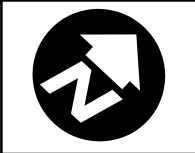
SILVER CLAY LINE

Lands
to be
Zoned A3

This is Schedule "A-5" to By-law No. 2020-
passed on the _th day of

MAYOR

CLERK



From: noreply@westelgin.net on behalf of [Joy Westelaken](#)
To: [Jana Nethercott](#)
Subject: meeting
Date: October 6, 2020 10:46:01 AM

Thankyou for addressing the residential zoning details on October 8 . We are planning on attending meeting & in favour .

Origin: <https://www.westelgin.net/en/municipal-office/council.aspx>

This email was sent to you by Joy Westelaken [REDACTED] through <https://www.westelgin.net>.



Municipality of West Elgin

Minutes

Council Meeting

September 24, 2020, 9:00 a.m.

Recreation Centre

135 Queen Street

Rodney

Present:
Mayor D. McPhail
Deputy Mayor R. Leatham
Councillor T. Tellier
Councillor A. Cammaert
Councillor B. Rowe

Staff Present:
M. Badura, CAO/ Treasurer
J. Nethercott, Clerk
L. Gosnell, Manager of Operations & Community Services
T. Mohan, Drainage Superintendent
H. James, Planner
Jeff McArthur, Fire Chief

Also Present: **J.M Spriet, PEng. Spriet and Associates**

Due to the COVID-19 Pandemic and physical distancing requirements this meeting was held in an alternate location.

1. Call to Order

Mayor Duncan McPhail called the meeting to order at 9:00 a.m.

2. Closed Session

Resolution No. 2020-296

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 9:01 a.m. under Section 239(2)(b) & (c) of the *Municipal Act*, consideration will be to personal matters about identifiable individual(s) including a municipal or local board employee(s) and a proposed or pending acquisition or disposition of land by the municipality or local board.

Carried

Council recessed at 9:47 a.m. and reconvened at 9:49 a.m. in Open Session

4. Adoption of Agenda

Resolution No. 2020-297

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby adopts the Agenda as presented.

Carried

5. Disclosure of Pecuniary Interest

No disclosures

6. Public Meeting - Planning Act- To start at 9:30 a.m.

Resolution No. 2020-298

Moved: Councillor Rowe

Seconded: Deputy Mayor Leatham

That Council proceed into a Public Meeting pursuant to section 34 of the *Planning Act* at 9:49 a.m.

Carried

6.1 Purpose of the Public Meeting

The purpose was read aloud by the Clerk.

6.2 Planning Report

6.2.1 H. James, Planner - Zoning Report 11149 Blacks Road

No public in attendance.

Resolution No. 2020-299

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Heather James regarding the application to amend the Zoning By-law for 11149 Blacks Road, File No. D14 05-2020; and,

That West Elgin Council consider the by-law to amend the Zoning By-law, subject to the conditions on the By-law, as presented in the By-law portion of the agenda.

Carried

6.3 Close of the Public Meeting

Resolution No. 2020-300

Moved: Deputy Mayor Leatham

Seconded: Councillor Rowe

That West Elgin Council hereby closes the Public meeting under Section 34 of the *Planning Act* at 9:53 a.m. and reconvenes in Regular Meeting of Council.

Carried

7. Meeting to Consider Engineers Report Under Drainage Act

7.1 J.M Spriet, PEng. - Arvai Drain

Mr. Spriet explained that this report was initiated by a petition for a new municipal drain. Mr. Spriet noted that there is a very old 1914 Wilton Drain in this water shed, but there are very little records on this drain and in trying to do some investigation on this drain it was not economically feasible to move forward with investigation as there were a lot of issues. Mr. Spriet recommends that this drain be looked into, however it does include a large amount of urban properties in the village.

7.1.1 Lower Thames Conservation Authority Comments

7.1.2 Public Comments

Mr. J. Prince inquired about potential problems with water down the road and is unsure of why this is needed. Mr. Spriet explained that

this drain is needed for potential development in area behind your property.

Mr. T Kelly inquired if there is any information regarding the future development and what the next steps are. Mr. Spriet explained this is just the first step to ensure that drainage is taken care of and any future development would have more water studies required and may also have more public meetings regarding zoning.

Mr. D. Fisher inquired about what would happen if there was ever a request to improve the Wilton Drain? Would he be required to pay for that as well? Mr. Spriet stated that the Tribunal has not required property owners to pay for work on both when the drains run parallel and it is his opinion that if the Wilton Drain requires repair there would be no assessment to Mr. Fisher.

7.1.4 Provisional By-law

Resolution No. 2020-301

Moved: Deputy Mayor Leatham

Seconded: Councillor Cammaert

That West Elgin Council receives the Engineers Report on the Arvai Drain as prepared and presented by Mr. J.M Spriet, P.Eng;
and

That West Elgin Council authorizes staff to initiate the tender process, if required, for the construction of the Arvai Municipal Drain to be considered by Council following the Court of Revision;
and

That West Elgin Council consider the provisional By-law as presented in the By-law portion of the agenda for a first and second reading.

Carried

8. Court of Revision Under Drainage Act

Resolution No. 2020-302

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby adjourns to proceed into the Court of Revision under the *Drainage Act* at 10:25 a.m.

Carried

9. Adoption of Minutes

Resolution No. 2020-303

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That the Minutes of the Council meeting on September 10, 2020 and the Court of Revision for the McColl Drain West on August 27, 2020 be adopted as circulated and printed.

Carried

10. Business Arising from Minutes

None.

11. Staff Reports

11.1 Municipal Drains

11.1.1 T. Mahon, Drainage Superintendent - Award Tender - McColl Drain West

Resolution No. 2020-304

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Tom Mohan, Drainage Superintendent re: McColl Drain West Tender Award; and

That West Elgin Council hereby awards the tender to the lowest bidder McNally Excavating Ltd. in the amount of \$50,869.50 plus applicable taxes.

Carried

11.3 Operations & Community Services

11.3.1 L. Gosnell, Manager of Operations & Community Services - Landfill Fees

Resolution No. 2020-305

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; And

That West Elgin Council approves the re-instatement of landfill disposal fees, effective Friday October 2, in accordance with the 2020 municipal Fees and Charges By-law.

Carried

11.4 Finance/Administration

11.4.1 M. Badura, CAO/Treasurer - 2020-2021 Human Resource Consulting Agreement

Resolution No. 2020-306

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer and renew 2020-2021 Human Resource Consulting Agreement with Robert Bryce for the period of 1 year.

Carried

Council recessed at 10:55 a.m. and reconvened at 11:07 a.m.

11.4.2 M. Badura, CAO/Treasurer & J. Nethercott, Clerk - 2021 Council Remuneration

Resolution No. 2020-307

Moved: Councillor Tellier

Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer & Jana Nethercott, Clerk re: 2021 Council Remuneration; and

That West Elgin Council hereby direct staff to move forward with the proposed salaries as presented for 2021.

Carried

11.2 Fire

11.2.1 J. McArthur, Fire Chief - End of Life Equipment

Resolution No. 2020-308

Moved: Councillor Cammaert

Seconded: Deputy Mayor Leatham

That West Elgin Council has no objections to donating equipment that has reached it's 'end of life' cycle and is no longer usable to the West Elgin Fire Department.

Carried

11.2.2 J. McArthur, Fire Chief - Bunker Gear Purchase

Resolution No. 2020-309

Moved: Councillor Rowe

Seconded: Councillor Tellier

That West Elgin Council approves the purchase of up to 20 suits of bunker gear at a total cost of \$45,410.00 plus taxes & shipping, with 50% to be invoiced in December 2020 and the remaining 50% to be invoiced in January 2021.

Carried

12. Committee and Board Report

12.1 Elgin County Council

Mayor McPhail reported that at the meeting on Tuesday County Council approved West Elgin and Southwold being in a one-year pilot project to act as CEMC for those municipalities along with his duties for the County. This pilot project comes with no additional charges to the municipalities.

Mayor McPhail also reported that a discussion was held regarding the possibility of a by-law restricting ATV on County Roads. The discussion ended with more consultation with partner municipalities.

Councillor Rowe noticed that Ray Price of West Elgin had been appointed to the Environmental Committee and she wanted to offer congratulations.

12.2 Four Counties Transit Board

Councillor Rowe reported that the committee met on Monday September 21 and that West Elgin will be receiving approximately \$17,000 to offset the losses due to COVID-19 and that the committee was updated that a driver has been hired.

12.3 Haven's Lake Road Committee

Deputy Mayor Leatham reported the fish cleaning station has arrived and at the meeting on Wednesday September 23rd the committee discussed a location for the station, with the anticipated installation completion for May 2021.

12.4 Councillor Reports from Committees

Councillor Tellier reported that the Youth Task Force is currently trying to recruit more youth.

Councillor Tellier reported that the Rodney Aldobrough Fair Board is running a Fair Fun Box campaign with a drive by pick up of the food boxes on October 17. The Fair Board is currently looking at more fundraising ideas.

Councillor Tellier reported that the Heritage Homes board has met and currently residents are frustrated by the closure of the community room due to COVID-19 restrictions. The board reported that their audited financial statements are complete and they are exploring options to host the AGM with residents and the COVID-19 restrictions.

13. Accounts

Resolution No. 2020-310

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #9A amounting to \$717,562.89 in settlement of General, Road, Water and Arena Accounts (including EFT#3031-3084 Cheque# 25400-25101, online Payments# 515-523 and Payroll PP19).

Carried

14. Councillor Inquires/Announcements

14.2 Statements/Inquires by Councillors

14.2.1 Councillor Tellier - 2020 Citizenship Awards

Councillor Tellier is interested in moving forward with the Citizenship awards for 2020. Last year the awards were presented at the fair, but as the fair isn't happening she would still like the awards to move forward and be awarded before the end of the year. Staff will move forward with these awards.

15. Correspondence

15.1 AMO- Land Use Planning Workshop

Councillor Rowe indicated she is interested in attending this workshop.

15.5 West Lorne Lawn Bowlers - Request to re-purpose Council Grant

Council directed staff to send a letter to the West Lorne Lawn Bowlers explaining that due to the pandemic the work that was to take place on their shelter has substantially increased in cost and therefore they are unable to repurpose the grant request as the money will be reallocated there.

16. By-Laws

16.1 By-law 2020-64 - Adopt Advisory Committee Policy

Resolution No. 2020-311

Moved: Councillor Cammaert

Seconded: Councillor Rowe

That By-law 2020-64, being a by-law to adopt and maintain a policy with respect to Advisory Committees, be read a first, second and third and final time.

Carried

16.2 By-law 2020-65 - Adopt Christmas Hours Policy

Resolution No. 2020-312

Moved: Deputy Mayor Leatham

Seconded: Councillor Tellier

That By-law 2020-65, being a by-law to adopt and maintain a policy with respect to Christmas Office Hours, be read a first, second and third and final time.

Carried

16.3 By-law 2020-66 - Arvai Municipal Drain

Resolution No. 2020-313

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That By-law 2020-66 being a by-law to provide for the construction of the Arvai Drain be read a first and second time and be provisionally adopted.

Carried

16.4 By-law 2020-67 - Signing Authority

Resolution No. 2020-314

Moved: Councillor Rowe

Seconded: Councillor Tellier

That By-law 2020-67, being a by-law to appoint signing authorities for the Municipal Bank Accounts, be read a first, second and third and final time.

Carried

16.5 By-law 2020-68 - Adopt Short Term Acting Positions Policy

Resolution No. 2020-315

Moved: Councillor Rowe

Seconded: Councillor Cammaert

That By-law 2020-68, being a by-law to adopt and maintain a policy with respect to Short Term Acting Positions, be read a first, second and third and final time.

Carried

16.6 By-law 2020-69 - Rezone 11149 Blacks Road

Resolution No. 2020-316

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That By-law 2020-69, being a by-law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 11149 Blacks Road, be read a first, second and third and final time.

Carried

16.7 By-law 2020-70 - Agreement for Human Resources Consultant

Resolution No. 2020-317

Moved: Councillor Cammaert

Seconded: Councillor Tellier

That By-law 2020-70, being a by-law to Authorize the Execution of an Agreement between Robert Bryce and The Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

Carried

Council recessed at 12:15 p.m. and reconvened at 12:45 p.m. in Closed Session.

3. Report from Closed Session

Mayor McPhail reported out at 1:06 p.m., that consideration was give to to personal matters about identifiable individual(s) including a municipal or local board employee(s) and a proposed or pending acquisition or disposition of land by the municipality or local board.

17. Confirming By-Law

Resolution No. 2020-318

Moved: Councillor Tellier

Seconded: Councillor Rowe

That by-law 2020-71, being a by-law to confirm the proceeding of the Regular Meeting of Council held on September 24, 2020, be read a first, second and third and final time.

Carried

18. Adjournment

Resolution No. 2020-319

Moved: Councillor Tellier

Seconded: Deputy Mayor Leatham

That the Council of the Municipality of West Elgin hereby adjourn at 1:07 p.m. to meet again at 9:00 a.m. on October 8, 2020 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk



Staff Report

Report To: Council Meeting
From: Heather James, Planner
Date: 2020-10-08
Subject: Severance Report 12098 Blacks Road

Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding the severance application, File No. E 20/20 for 12098 Blacks Road; and,

That West Elgin Council recommend approval to the Land Division Committee of the County of Elgin for the severance application, File No. E 20/20 located at Concession 8, Part of Lot 1, 12098 Blacks Road, provided the following conditions are included:

- a) That a zoning by-law amendment is in force and effect for the subject lands;
- b) That the owner has the necessary review on the private water well;
- c) That the owner has the necessary review and assessment conducted on the existing sewage disposal system to confirm its adequacy and/or necessary replacement to the satisfaction of the Municipality;
- d) That requirements of the Municipal Road Department regarding access and/or drainage have been met;
- e) That drainage reapportionments have occurred;
- f) That taxes have been paid in full;
- g) That two copies of the registered survey have been provided to the Municipality; and,
- h) That the solicitor provides an undertaking that a copy of the registered deed for the severed parcel once the transaction has occurred will be provided to the Municipality

Purpose:

An application for a proposed severance and easement was submitted to the Municipality of West Elgin by The Andersons Canada Limited (c/o Dave Wellington), agent being IBI Group (c/o John Ariens). The purpose of the application is to permit the severance of an agricultural commercial parcel with a blanket easement. A planning justification report was submitted by IBI Group for the planning application.

The property owner is requesting the severance of a parcel of land, legally described as Concession 8, Part of Lot 1, in the geographic Township of Aldborough, and known municipally as 12098 Blacks Road (outlined on the attached Key Map). The subject lands are located on the east side of Blacks Road.

Background:

The proposed severed parcel (identified as Parcel B on the attached Sketch) will have an area of 6.229 ha (15.39 ac.), a frontage of 279.85 m (918.14 ft.) along the east side of Blacks Road and an irregular depth of 305.995 m (1,003.92 ft.) and is used for agricultural industrial use. The proposed severed parcel contains one (1) fertilizer barn, one (1) metal shed, one (1) metal barn, ten (10) tanks and one (1) weigh scale and is serviced by private water well and private septic system. The proposed severed parcel has no entrance on to Blacks Road and will be using the entrance located on the proposed retained parcel (identified as Parcel A on the attached Sketch). Blanket reciprocal easements are also proposed across both the proposed severed parcel and proposed retained parcel #1. The blanket easements will permit vehicle and pedestrian access, parking and manoeuvring and usage of all utilities such as hydro, private water well, private septic system, drainage, etc. across both parcels.

The proposed retained parcel #1 (identified as Parcel A on the attached Sketch) will have an area of 4.94 ha (12.21 ac.), a frontage of 117.38 m (385.1 ft.) along the east side of Blacks Road and an irregular depth of 305.995 m (1,003.92 ft.). The proposed retained parcel #1 contains six (6) steel silos and four (4) concrete silos used for grain storage, two (2) buildings associated with grain storage, two (2) weight scales and with no services and is used for agricultural commercial/industrial use. The proposed retained parcel #1 has an existing entrance on to Blacks Road.

The proposed retained parcel #2 (identified as Parcel C on the attached Sketch) will have an area of 15.374 ha (37.99 ac.), a frontage of 501.3 m (1,644.69 ft.) and a depth of 305.995 m (1,003.92 ft.). The proposed retained parcel #2 is vacant with no services and is used for agricultural (cash crop) use. The proposed retained parcel #2 has no entrance.

Agricultural and non-farm residential uses surround the subject lands. A woodlot is in the southern portion of the lands.

The severance application was circulated to municipal staff for comment. One comment was received from municipal staff:

Drainage Superintendent

'Drainage reapportionment of several drains is required.'

Comment: Drainage reapportionment has been included as a condition of severance.

At the time of submission of this report, no other comments of concern had been received from municipal staff.

Financial Implications:

None.

Policies/Legislation:**Provincial Policy Statement (PPS):**

Under Section 3(5) of the *Planning Act*, the Municipality "shall be consistent with" matters of provincial interest as set out in the Provincial Policy Statements (PPS).

Lot creation in prime agricultural areas are permitted for: a) agricultural uses; b) **agriculture-related uses**, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services ; c) a residence surplus to a farming operation as a result of farm consolidation; and d) infrastructure, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way (Policy 2.3.4.1). New land uses, including the creation of lots and new or expanding livestock facilities shall comply with the minimum distance separation formulae (Policy 2.3.3.3).

Comment: The uses of the proposed severed parcel and the proposed retained parcel #1 meet the criteria of agricultural-related uses as defined by the PPS. The size of the parcels will be kept to a minimum to accommodate existing operations and to provide appropriate water and sewage services. The proposed retained parcel #2 is still an adequate farm parcel size for the type of agricultural use common in the area (cash crop farming). The proposed severed parcel and retained parcels meet the minimum distance separation formulae.

Development and site alteration is not permitted in a significant woodland or on adjacent lands unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions, generally through an E.I.S. (Policy 2.1.5).

Comment: A portion of the proposed retained parcel #2 is a significant woodland. No development is proposed because of this severance and therefore, the proposed severance will not have an impact on the significant woodland and adjacent lands and therefore an E.I.S. is not required.

Conclusion: The proposed severance application is consistent with the PPS.

County of Elgin Official Plan:

The subject lands are designated Agricultural Area, as shown on Schedule 'A' Land Use with a portion subject to Woodlands overlay, as shown on Appendix #1 Natural Heritage Features and Areas in the County of Elgin Official Plan. The creation of new lots is permitted provided the local Official Plan supports their creation and if the lot is to be created is required for an agricultural-related use as outlined in Section C2.6 of this Plan, provided the new lot is limited to a minimum size needed to accommodate the use and appropriate sewage and water services (Policy E1.2.3.4 c).

Comment: The proposed severed parcel and proposed retained parcel #1 currently contain agricultural-related uses which meet the criteria of Section C2.6, have been created to a minimum size to accommodate the use and appropriate sewage and water services. The proposed retained parcel #2 is still an adequate farm parcel size for the type of agricultural use common in the area (cash crop farming).

Development and site alteration are not permitted within a significant woodland or on adjacent lands (120 metres) unless an E.I.S. has been completed, demonstrating there will be no negative impact to the natural heritage features (Policy D1.2.6).

Comment: No development is proposed in the significant woodlands and adjacent lands and therefore, an E.I.S. is not required.

Conclusion: The proposed severance application conforms to the County of Elgin Official Plan.

Municipality of West Elgin Official Plan:

The subject lands are designated as Agricultural as shown on Schedule 'E' Rural Area Land Use & Transportation Plan and a portion of the lands subject to Woodlands on Schedule 'B' Map 2 Natural Heritage Features in the Municipality of West Elgin Official Plan. The severing of agricultural lands where the parcels will be less than 40 hectares may be permitted subject to the following criteria:

- a) The need to discourage the unwarranted fragmentation of farmland;
- b) The lots to be created are of a size appropriate for the type of agricultural activity common in the area;
- c) Whether the resulting parcels would constitute viable farm units;
- d) The severed and retained parcel are large enough to maintain flexibility for future changes in the type or size of agricultural operations;
- e) Whether the size of the parcels would have a detrimental impact on agricultural productivity, operating efficiencies, or future farming operations;
- f) The boundaries of the parcels being created and their effect on the intended use of the lands for agricultural purposes;
- g) Previous lots created out of the parcels including land dedications or expropriations; and,
- h) The inadvertent merging of the parcels because of the introduction of subdivision control in 1970 (Policy 6.2.7).

Comment: The proposed severance will permit creation of lots for agricultural-related uses, while retaining an agricultural parcel. The proposed severance meets the criteria of Section 6.2.7.

Development or site alteration shall only be permitted in Woodlands unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated there will be no negative impact on the natural heritage feature or on its ecological function. Adjacent lands are generally considered to be a minimum of 50 metres (Policy 3.3.7).

Comment: The significant woodland is located on a portion of the proposed retained parcel #2. No development is proposed; therefore an E.I.S. is not required.

Conclusion: The proposed severance application will conform to the Municipality of West Elgin Official Plan.

Municipality of West Elgin Comprehensive Zoning By-law 2015-36

The subject lands are zoned Farm Industrial (M2) with a portion of the proposed retained parcel #2 subject to Lower Thames Valley Conservation Authority Regulated Area on Map 45 of the Municipality of West Elgin Zoning By-law No. 2015-36. The M2 Zone permits a wide range of industrial and commercial uses that are supportive of agricultural uses. Some of these uses include abattoirs, agricultural sales establishments, feed mills, grain handling facilities, farm equipment sales and service, livestock sales and marketing yard, and general industrial uses for farm equipment, machinery, and products.

Comment: The existing use of the subject lands are permitted in the M2 zone and will continue with no change.

The agent has also applied for a zoning by-law amendment as there are side yard setbacks for existing buildings that will not be met because of the severance. In particular, the agent is requesting a site-specific zoning by-law amendment for all parcels which would have the effect of eliminating any setbacks from the new lot lines dividing these lands. In the report, the agent states they have

used a similar approach when developing large multi ownership commercial big box plazas and campus style business parks. In effect, interior lot lines (side and rear) within the M2 Zone are deemed not to apply for zoning setback purposes. This will be discussed in greater detail at the public meeting and in the planning report for the proposed zoning by-law amendment.

Related Documents:

Municipality of West Elgin Zoning By-law Amendment Application File No. D14 06-2020.

Key Map

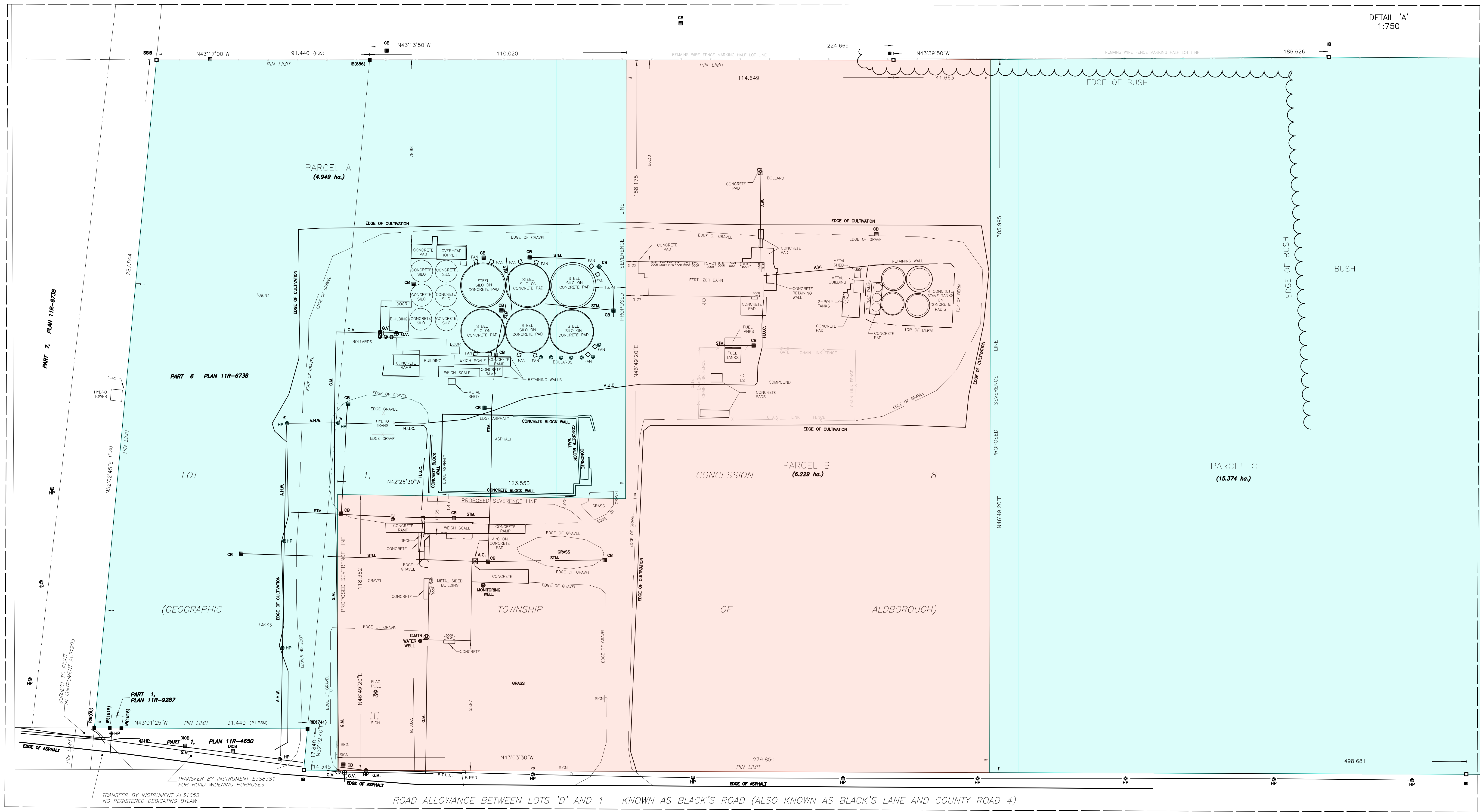


Report Approval Details

Document Title:	Severance Report 12098 Blacks Road - 2020-23-Planning.docx
Attachments:	- WE - 12098 Black's Road (Coloured).pdf
Final Approval Date:	Oct 6, 2020

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott



LEGEND

LANDS TO BE RETAINED

LANDS TO BE SEVERED

SEVERANCE SKETCH
OF PART OF
LOT 1, CONCESSION 8
(GEOGRAPHIC TOWNSHIP OF ALDBOROUGH)
IN THE
MUNICIPALITY OF WEST ELGIN
COUNTY OF ELGIN

SCALE 1 : 1500

J. ANDREW SMITH
ONTARIO LAND SURVEYOR

LEGEND

DENOTES SURVEY MONUMENT SET

DENOTES SURVEY MONUMENT FOUND

DENOTES IRON BAR

DENOTES ORIGIN UNKNOWN

DENOTES SPECIFIED CONTROL POINT

DENOTES STANDARD IRON BAR

DENOTES SHORT STANDARD IRON BAR

DENOTES 25mm DIAMETER ROUND IRON BAR

DENOTES WITNESS

DENOTES CALLON DIETZ, O.L.S.'s

DENOTES ARCHIBALD, GRAY & MCKAY, O.L.S.'s

DENOTES D.L. HOUGHTON, O.L.S.

DENOTES B. VAUGHN, O.L.S.

DENOTES J.G. RUPERT, O.L.S.

DENOTES HOOK AND TODDHAM SURVEYING INCORPORATED

DENOTES ANSLEY CLARKE LTD., O.L.S.'s

DENOTES BUREAU

DENOTES MEASURED

DENOTES SET

DENOTES INSTRUMENT No. E190804

DENOTES PLAN 11R-4650

DENOTES PLAN 11R-6409

DENOTES PLAN 11R-6738

DENOTES PLAN 11R-9287

DENOTES AIR CONDITIONER

DENOTES AERIAL WIRES

DENOTES AERIAL HYDRO WIRES

DENOTES UNDERGROUND TELEPHONE CABLES

DENOTES CATCH BASIN

DENOTES DITCH INLET CATCH BASIN

DENOTES GAS MAIN

DENOTES HYDRO UNDERGROUND CABLE

DENOTES GAS VALVE

DENOTES HYDRO POLE

DENOTES TRAFFIC LIGHT

DENOTES WATER VALVE

DENOTES STORM

DENOTES GATE

DENOTES GAS METER

DENOTES MISCELLANEOUS TRAFFIC SIGN

DENOTES POLE ANCHOR

ASSOCIATION OF ONTARIO
LAND SURVEYORS
PLAN SUBMISSION FORM
2111663

THIS PLAN IS NOT VALID
UNLESS IT IS AN UNREVOKED
ISSUE OF THE SURVEYOR
IN ACCORDANCE WITH
REGULATION 1026, SECTION 29 (3)

NOTES

BEARINGS ARE MTM GRID DERIVED FROM SPECIFIED CONTROL POINTS
SC01 AND SC02, MTM-11, NAD-1983/CSRS:CBNV6-2010

FOR BEARING COMPARISONS, A ROTATION OF 0°30'10"
COUNTERCLOCKWISE, WAS APPLIED TO THE BEARINGS FROM P1.

FOR BEARING COMPARISONS, A ROTATION OF 1°28'31" CLOCKWISE, WAS
APPLIED TO THE BEARINGS FROM P2.

FOR BEARING COMPARISONS, A ROTATION OF 0°37'25"
COUNTERCLOCKWISE, WAS APPLIED TO THE BEARINGS FROM P3.

ALL DIMENSIONS SHOWN ARE MEASURED, UNLESS OTHERWISE NOTED.

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY
MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99991858.

INTEGRATION DATA

SPECIFIED CONTROL POINTS (SCP's): MTM ZONE 11, NAD83, CSRS CBNV6-2010, COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF O. REG. 216/10		
POINT ID	NORTHING	EASTING
SCP 00119683122	4713959.24	387223.39
SCP 00000000091	4715213.70	368619.19
PLAN CO-ORDINATES MTM ZONE 11 CSRS:CBNV6-2010		
1	4712083.31	389221.72
2	4711832.77	370037.63
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN		

NOTES

ALL BURIED SERVICES (WITH THE EXCEPTION OF SEWER INVERTS) WERE DERIVED FROM FIELD
LOCATES. THE EXISTENCE OR PRECISE LOCATION WAS NOT DETERMINED BY THIS SURVEY. ALL
SERVICES SHOULD BE VERIFIED BY FIELD LOCATES PRIOR TO CONSTRUCTION.

THE TOPOGRAPHIC FIELD SURVEY SHOWN HEREON WAS PERFORMED UNDER SNOW CONDITIONS.
SOME LOW LYING TOPOGRAPHY MAY NOT BE REFLECTED ON THIS PLAN.

TIES TO BUILDINGS ARE AT RIGHT ANGLES TO THE BOUNDARY LINES, UNLESS OTHERWISE
INDICATED.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

(1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY
ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS
MADE UNDER THEM

(2) THE SURVEY WAS COMPLETED ON THE

PRELIMINARY - NOT MONUMENTED

DATE

J. ANDREW SMITH
ONTARIO LAND SURVEYOR

METRIC DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

© Users\japan-nagami\Desktop\OPPLAN_24x48 (E1116)_Load.dwg, October 5, 2020

Callon Dietz INCORPORATED

ONTARIO LAND SURVEYORS

CARLETON PLACE LONDON NORTH BAY

info@callondietz.com callondietz.com

SURVEY BY: JS DRAWN BY: MB FILE NO: 20-23172 PLAN NO: E-1116

50900



Staff Report

Report To: Council Meeting
From: Heather James, Planner
Date: 2020-10-08
Subject: Severance Report 26591 Downie Line

Recommendation:

That West Elgin Council hereby receives the report from Heather James regarding the severance application, File No. E 34/20 for 26591 Downie Line; and,

That West Elgin Council recommends approval to the Land Division Committee of the County of Elgin for the severance application, File No. E 34/20 located at Concession 7, Part of Lot 24, 26591 Downie Line, provided the following conditions are included:

- a) That a Zoning By-law Amendment is in force and effect for the severed and retained parcels;
- b) That the owner has the necessary review and assessment conducted on the existing sewage disposal system to confirm its adequacy and/or necessary replacement to the satisfaction of the Municipality;
- c) That requirements of the Municipal Road Department regarding access and/or drainage have been met;
- d) That drainage reapportionment has occurred;
- e) That taxes have been paid in full;
- f) That two copies of the registered survey have been provided to the Municipality; and
- g) That the solicitor provides an undertaking that a copy of the registered deed for the severed parcel once the transaction has occurred will be provided to the Municipality

Purpose:

An application for a proposed severance was submitted to the Municipality of West Elgin by Antonius and Petronella Veldman. The purpose of the application is to permit the severance of a surplus farm dwelling.

The property owners are requesting the severance of a parcel of land, legally described as Concession 7, Part of Lot 24, in the geographic Township of Aldborough, and known municipally as 26591 Downie Line (outlined in red on the attached Key Map). The subject lands are located along the south side of Downie Line and the west side of Dunborough Road.

Background:

The proposed severed parcel will have an area of 0.741 ha (1.83 ac.), a frontage of 45.07 m (147.85 ft.) along the south side of Downie Line and an irregular depth of 103.82 m (340.60 ft.). The proposed severed parcel contains a habitable residential dwelling and shed and is serviced

with municipal water and private septic system (identified on the attached Sketches #1 and 2). There is a well on the proposed severed parcel not used for drinking water purposes. The proposed severed parcel has an existing entrance on to Downie Line.

The proposed retained parcel will have an area of 39.5 ha (97.6 ac.), a frontage of 499.0 m (1,637.14 ft.) along the south side of Downie Line and an irregular depth of 667.5 m (2,189.96 ft.). The proposed retained parcel is vacant with no services and is used for agricultural use (identified on the attached Sketch #2).

Agricultural and non-farm residential uses surround the subject lands. The Government Municipal Drain #1 runs through the lands. A non-farm residential parcel was severed from the subject lands in 1975. The parcel is now vacant.

The severance application was circulated to municipal staff for comment. The following comment was received:

Drainage Superintendent

'Drainage reapportionment is required.'

Comment: This requirement has been addressed as a condition of the severance.

At the time of submission of this report, no other comments of concerns were received from municipal staff.

Financial Implications:

None.

Policies/Legislation:

Provincial Policy Statement (PPS):

Under Section 3(5) of the *Planning Act*, the Municipality "shall be consistent with" matters of provincial interest as set out in the Provincial Policy Statements (PPS).

Lot creation in prime agricultural areas are permitted for: a) agricultural uses; b) agriculture-related uses; c) **a residence surplus to a farming operation** as a result of farm consolidation, provided that the planning authority ensures that new residential dwellings are prohibited on any vacant remnant parcel of farmland created by the severance; and d) infrastructure, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way (Policy 2.3.4.1). New land uses, including the creation of lots and new or expanding livestock facilities shall comply with the minimum distance separation formulae (Policy 2.3.3.3).

The PPS defines a residence surplus to a farming operation as an existing habitable farm residence that is rendered surplus as a result of farm consolidation (the acquisition of additional farm parcels to be operated as one farm operation).

Comment: The residence is surplus to the needs of the farmers' farming operation. The new lot is limited in size to accommodate the use and services. A condition to rezone the retained farmland to prohibit construction of new residences is recommended to address the PPS requirement to prohibit

new dwellings on the vacant farmland. The proposed severed parcel meets the recommended Minimum Distance Separation I setback.

Development and site alteration is not permitted in a significant woodland or on adjacent lands unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions, generally through an E.I.S. (Policy 2.1.5).

Comment: A portion of the proposed retained parcel is within a significant woodland. No development is proposed as a result of this severance and therefore, the proposed severance will not have an impact on the significant woodland and adjacent lands and therefore an E.I.S. is not required.

Conclusion: The proposed severance application is consistent with the PPS.

County of Elgin Official Plan:

The subject lands are designated Agricultural Area, as shown on Schedule 'A' Land Use and a portion subject to Woodlands overlay on Appendix #1 Natural Heritage Features and Areas in the County of Elgin Official Plan. The creation of new lots is permitted provided the local Official Plan supports their creation and if the lot is to be created to accommodate a habitable residence that has become surplus to a farming operation as a result of a farm consolidation provided that the development of a new residential use is prohibited on any retained parcel of farmland created by the consent to sever (Policy E1.2.3.4 b).

Comment: The residence to be severed is habitable and is surplus to the owners' farming operation. The proposed severed parcel meets the recommended MDS I setback. A condition to rezone the retained farmland to prohibit construction of new residences is recommended.

Development and site alteration are not permitted within a significant woodland or on adjacent lands (120 metres) unless an E.I.S. has been completed, demonstrating there will be no negative impact to the natural heritage features (Policy D1.2.6).

Comment: No development is proposed in the significant woodlands and adjacent lands and therefore, an E.I.S. is not required.

Conclusion: The proposed severance application conforms to the County of Elgin Official Plan.

Municipality of West Elgin Official Plan:

The subject lands are designated as Agricultural, as shown on Schedule 'E' Rural Area Land Use & Transportation Plan and a portion of the lands subject to Woodlands, as shown on Schedule 'B' Map 2 Natural Heritage Feature in the Municipality of West Elgin Official Plan. The creation of a lot for the purposes of disposing of a dwelling considered surplus as a result of farm consolidation, being the acquisition of additional farm parcels to be operated as one farm operation, shall be considered in accordance with the following:

- a) The dwelling considered surplus has been in existence for at least 10 years;
- b) The dwelling is structurally sound and suitable, or potentially made suitable, for human occupancy
- c) No new or additional dwelling is permitted in the future on the remnant parcel which shall be ensured through an amendment to the Zoning By-law;

- d) Compliance with MDS I with respect to any livestock building, structure, or manure storage facility on the remnant parcel;
- e) Minimizing the loss of productive farmland; and
- f) Deteriorated derelict abandoned farm buildings (including farm buildings and structures with limited future use potential) are demolished and the lands rehabilitated (Policy 6.2.9).

Comment: The proposed severance demonstrates that the residence is surplus to the owners' farming operation. There are no livestock operations affecting the proposal. A new septic tile bed is required for the proposed severed parcel and will be addressed through the included septic review condition. The proposed severed parcel meets the Minimum Distance Separation I formula.

Development or site alteration shall only be permitted in Woodlands unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated there will be no negative impact on the natural heritage feature or on its ecological function. Adjacent lands are generally considered to be a minimum of 50 metres (Policy 3.3.7).

Comment: The significant woodland is located on a portion of the proposed retained parcel. No development is proposed; therefore an E.I.S. is not required.

Conclusion: The proposed severance application will conform to the Municipality of West Elgin Official Plan.

Municipality of West Elgin Comprehensive Zoning By-law 2015-36

The subject lands are zoned General Agricultural (A1) with a portion of the proposed retained parcel subject to Lower Thames Valley Conservation Authority Regulated Area on Map 43 of the Municipality of West Elgin Zoning By-law No. 2015-36.

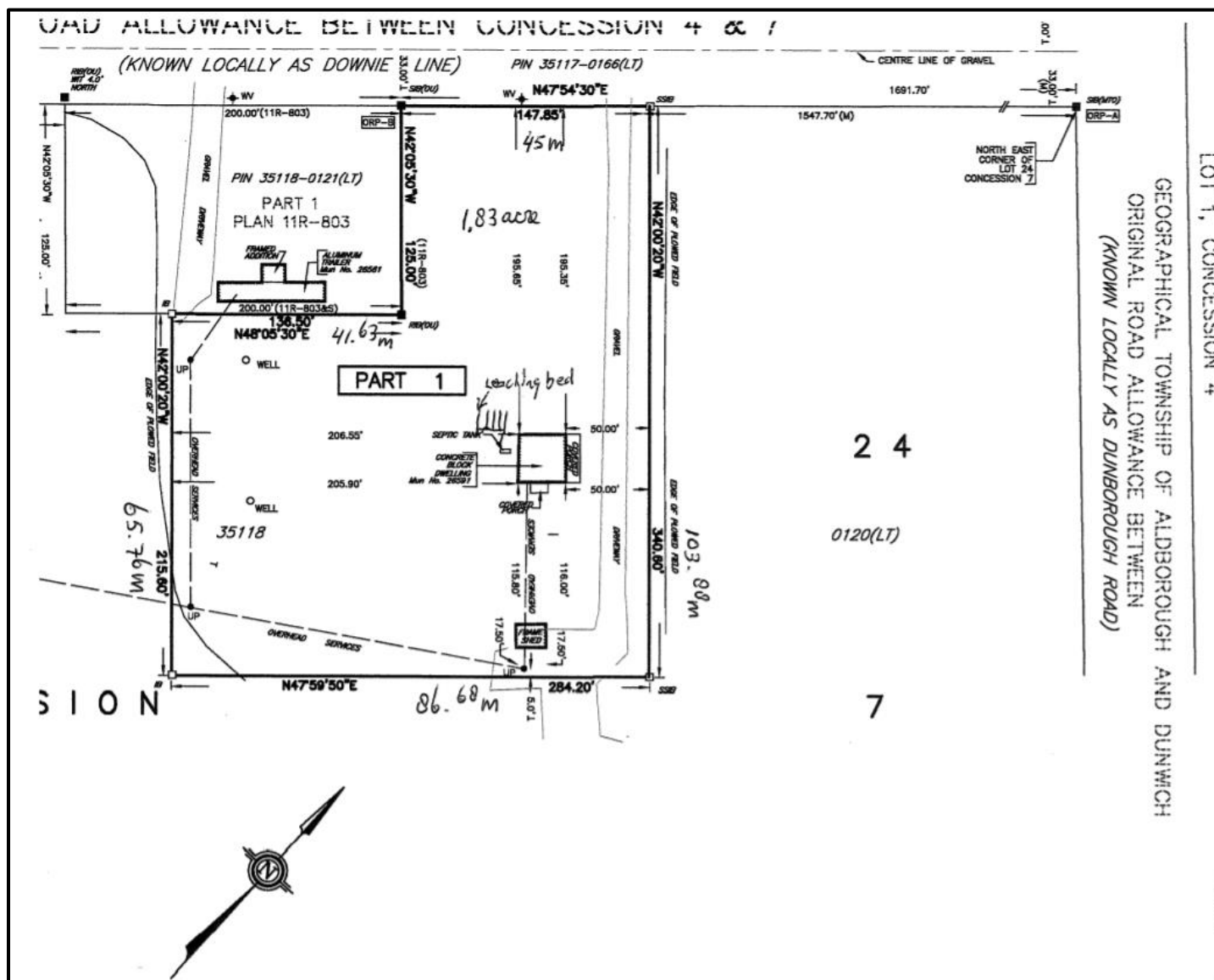
The severed parcel is proposed to be rezoned from Agricultural (A1) Zone to Restricted Agricultural (A3) Zone. The A3 Zone will permit agri-tourism, animal clinic, animal hospital, bed and breakfast establishment, dog kennel day care, day care centre, secondary farm occupation, restricted agricultural use, and single unit dwelling.

The retained parcel is proposed to be rezoned from Agricultural (A1) Zone to Agricultural (A2) Zone. The A2 zone prohibits new residential use and new residential buildings and permits agricultural use, agri-tourism use, farm winery, hunting reserve, production of oil and natural gas and wildlife preserve.

Key Map



Sketch #1



Report Approval Details

Document Title:	Severance Report 26591 Downie Line - 2020-24-Planning.docx
Attachments:	
Final Approval Date:	Oct 5, 2020

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott



Staff Report

Report To: Council Meeting
From: Jackie Morgan-Beunen, CBO
Date: 2020-09-10
Subject: Building Activity Report September 2020

Recommendation:

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, CBO re: Building Permit Report for September 2020 for information purposes.

Purpose:

The purpose of this report is to provide Council with information regarding the type of permits issued between September 1st to 30th, 2020 in West Elgin, as well as the permit value and permit fees collected.

Background:

Time allocation was spent on new applications, plans examinations, correspondence and inspections,

- Total Number of Building Permits Issued in the month of September: **10**
- Total Number of those being Demolition Permits issued: **1**
- Number of New Residence Building Permits within: **0**

Summary of Permits issued Year-To-Date:

- 2020: Number of Permits Issued to end of September: **82**
- 2019: Number of Permits Issued to end of September: **65**
- 2020: Total Construction Value to end of September: **\$5,977,906.45**
- 2019: Total Construction Value to end of September: **\$5,733,180.08**
- 2020: Total Permit Fees to end of September: **\$54,584.40**
- 2019: Total Permit Fees to end of September: **\$39,846.26**

Financial Implications:

There are no financial implications associated with this report.

Report Approval Details

Document Title:	Building Activity Report October 2020 - 2020-08-Building.docx
Attachments:	<ul style="list-style-type: none">- Sept 2020 Permit Summary.PDF- Sept 2020 Permit List.PDF- Sept 2019 Permit Summary.PDF- Jan - Sept 2020 Permit Summary.PDF- Jan - Sept 2019 Permit Summary.PDF
Final Approval Date:	Oct 6, 2020

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott

Municipality The Corporation Of The Municipality Of West Elgin
 Phone (519) 785-0560
 Bldg. Dept. Phone (519) 857-9605
 Bldg. Dept. Fax (519) 785-0644

Permit Summary Report

Permits By Issued Date - Between: SEP 1,2020 and SEP 30,2020

Grouped by Structure Type

Structure Type:	Carport	Value	\$3,000.00	
Code:	117	Fees	\$136.40	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	432.00	Sq. Feet
Structure Type:	Detached Garage Types 1-5	Value	\$28,000.00	
Code:	101	Fees	\$430.40	
		Septic Fees	\$0.00	
		Number	2	
		Gross Area:	1,104.00	Sq. Feet
Structure Type:	Miscellaneous Shed	Value	\$10,000.00	
Code:	275	Fees	\$260.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	1,000.00	Sq. Feet
Structure Type:	Other Secondary Structure	Value	\$17,500.00	
Code:	199	Fees	\$402.53	
		Septic Fees	\$0.00	
		Number	2	
		Gross Area:	1,856.00	Sq. Feet
Structure Type:	Single Family Detached	Value	\$185,200.00	
Code:	301	Fees	\$1,789.00	
		Septic Fees	\$100.00	
		Number	4	
		Gross Area:	5,650.00	Sq. Feet
		Total Value	\$243,700.00	
		Total Fees	\$3,018.33	
		Total Number	10	
		Total Area:	10,042.00	Sq. Fee

Municipality The Corporation Of The Municipality Of West Elgin
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Permit List

Permits By Issued Date - Between: SEP 1,2020 and SEP 30,2020

Permit Number	2020-0074	Date Applied	01/09/2020	Date Issued	01/09/2020	Date Completed	
				Date Expires	/ /		
Type	RESIDENTIAL ACCESSORY BUILDING			Location	21527 GRAY LINE		
Action	Erect			Legal Description	CON 14 LOT 3		
Status	ISSUED			Roll Number	34-34-000-040-15600-0000		
MPAC Structure Code	117	Carport		Value	\$3,000.00	Fee	\$136.40
Stats Can Struct Code	150	Seasonal Dwelling - cottage,su		Gross Area	432		
Stats Can Work Code	01	New Construction		Permit Area	432	Sq. Feet	/
				Dwelling Units Created/Lost:	0	0	
				<input type="checkbox"/> Applicant Is Owner	Occupancy Date		
Address							
Project Desc	CONSTRUCT 13'-6"x 32' ROOF OVER TRAILER UNIT 161						

Permit Number	2020-0075	Date Applied	03/09/2020	Date Issued	03/09/2020	Date Completed	
				Date Expires	/ /		
Type	RESIDENTIAL RENOVATIONS			Location	25055 TALBOT LINE		
Action	Alter			Legal Description	CON 13 N PT LOTS 17,18		
Status	ISSUED			Roll Number	34-34-000-050-14200-0000		
MPAC Structure Code	301	Single Family Detached		Value	\$200.00	Fee	\$100.00
Stats Can Struct Code	110	Single House,sgl det home,bung		Gross Area	130		
Stats Can Work Code	03	Alteration and Improvements		Permit Area	130	Sq. Feet	/
				Dwelling Units Created/Lost:	0	0	
				<input type="checkbox"/> Applicant Is Owner	Occupancy Date		
Address	25055 TALBOT LINE RR 2WEST LORNE, ON N0L 2P0						
Project Desc	REMOVE NON-LOAD BEARING WALLS TO WIDEN FOYER. WIDEN EXISTING STAIRS IN FOYER						

Permit Number	2020-0076	Date Applied	10/09/2020	Date Issued	10/09/2020	Date Completed	
				Date Expires	/ /		
Type	DEMOLITION PERMIT			Location	11900 GRAHAM RD		
Action	Demolish			Legal Description	CON 8 PT LOT 19		
Status	ISSUED			Roll Number	34-34-000-060-03600-0000		
MPAC Structure Code	301	Single Family Detached		Value	\$15,000.00	Fee	\$75.00
Stats Can Struct Code	110	Single House,sgl det home,bung		Gross Area	2,500		
Stats Can Work Code	00	Demolition		Permit Area	2,500	Sq. Feet	/
				Dwelling Units Created/Lost:	0	1	
				<input type="checkbox"/> Applicant Is Owner	Occupancy Date		
Address							
Project Desc	DEMOLISH VACANT DWELLING.						

Permit Number	2020-0078	Date Applied	11/09/2020	Date Issued	11/09/2020	Date Completed	
				Date Expires	/ /		
Type	RESIDENTIAL ACCESSORY BUILDING			Location	21527 GRAY LINE		
Action	Erect			Legal Description	CON 14 LOT 3		
Status	ISSUED			Roll Number	34-34-000-040-15600-0000		
MPAC Structure Code	199	Other Secondary Structure		Value	\$2,500.00	Fee	\$100.00
Stats Can Struct Code	450	Maint Bldg - Hangar, Repair Sh		Gross Area	200		
Stats Can Work Code	01	New Construction		Permit Area	200	Sq. Feet	/
				Dwelling Units Created/Lost:	0	0	
				<input type="checkbox"/> Applicant Is Owner	Occupancy Date		
Address							
Project Desc	CONSTRUCT 10'X 20' DETACHED SHADE SHELTER						

Municipality The Corporation Of The Municipality Of West Elgin
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 Bldg. Dept. Fax (519) 785-0644

Permit List

Permits By Issued Date - Between: SEP 1,2020 and SEP 30,2020

Permit Number	2020-0077	Date Applied	10/09/2020	Date Issued	14/09/2020	Date Completed	
				Date Expires	/ /		
Type	FARM BUILDING NON LIVE STOCK			Location	26168 QUEENS LINE		
Action	Extend			Legal Description	CON 7 S PT LOTS 22,23 PLAN F		
Status	ISSUED			Roll Number	34-34-000-070-10700-0000		
MPAC Structure Code	275 Miscellaneous Shed			Value	\$10,000.00	Fee	\$260.00
Stats Can Struct Code	410 Primary Industry Bldg - Farm,H			Gross Area	1,000		
Stats Can Work Code	02 Addition to Existing Bldg - Non Residential			Permit Area	1,000	Sq. Feet	/
				Dwelling Units Created/Lost:	0	0	
				<input type="checkbox"/> Applicant Is Owner	Occupancy Date		
Address	26168 QUEENS LINE RR 1WEST LORNE, ON N0L 2P0						
Project Desc	CONSTRUCTION OF 20'X 50' LEAN TO ON EXISTING BARN FOR STORAGE OF IMPLEMENTS						
Permit Number	2020-0079	Date Applied	16/09/2020	Date Issued	16/09/2020	Date Completed	
				Date Expires	/ /		
Type	RESIDENTIAL PORCHES, DECKS			Location	22777 GIBB LINE		
Action	Extend			Legal Description	CON 2 WD N PT LOT 12 RP		
Status	ISSUED			Roll Number	34-34-000-011-03202-0000		
MPAC Structure Code	301 Single Family Detached			Value	\$20,000.00	Fee	\$114.00
Stats Can Struct Code	110 Single House,sgl det home,bung			Gross Area	320		
Stats Can Work Code	02 Addition to Existing Bldg - Non Residential			Permit Area	320	Sq. Feet	/
				Dwelling Units Created/Lost:	0	0	
				<input type="checkbox"/> Applicant Is Owner	Occupancy Date		
Address	22777 GIBB LINE RR 1WARDSVILLE, ON N0L 2N0						
Project Desc	CONSTRUCT 16'X 20' DECK ATTACHED TO REAR OF HOUSE						
Permit Number	2020-0080	Date Applied	18/09/2020	Date Issued	18/09/2020	Date Completed	
				Date Expires	/ /		
Type	RESIDENTIAL ACCESSORY BUILDING			Location	12542 FURNIVAL RD		
Action	Erect			Legal Description	CON 7 PT LOT 7 RP 11R7176		
Status	ISSUED			Roll Number	34-34-000-020-15300-0000		
MPAC Structure Code	101 Detached Garage Types 1-5			Value	\$20,000.00	Fee	\$217.60
Stats Can Struct Code	450 Maint Bldg - Hangar, Repair Sh			Gross Area	576		
Stats Can Work Code	01 New Construction			Permit Area	576	Sq. Feet	/
				Dwelling Units Created/Lost:	0	0	
				<input type="checkbox"/> Applicant Is Owner	Occupancy Date		
Address							
Project Desc	CONSTRUCTION OF 24'X 24' DETACHED GARAGE						
Permit Number	2020-0081	Date Applied	24/09/2020	Date Issued	24/09/2020	Date Completed	
				Date Expires	/ /		
Type	RESIDENTIAL ACCESSORY BUILDING			Location	23415 MC DOUGALL LINE		
Action	Erect			Legal Description	CON 6 NE PT LOT 12 RP 11R65		
Status	ISSUED			Roll Number	34-34-000-020-08101-0000		
MPAC Structure Code	101 Detached Garage Types 1-5			Value	\$8,000.00	Fee	\$212.80
Stats Can Struct Code	450 Maint Bldg - Hangar, Repair Sh			Gross Area	528		
Stats Can Work Code	01 New Construction			Permit Area	528	Sq. Feet	/
				Dwelling Units Created/Lost:	0	0	
				<input type="checkbox"/> Applicant Is Owner	Occupancy Date		
Address	23415 MCDOUGALL LINERODNEY, ON N0L 2C0						
Project Desc	CONSTRUCT 22'X 24' DETACHED GARAGE ON FLOATING SLAB FOUNDATION						

Municipality The Corporation Of The Municipality Of West Elgin
 Phone (519) 785-0560
 Bldg. Dept. Phone (519) 857-9605
 Bldg. Dept. Fax (519) 785-0644

Permit List

Permits By Issued Date - Between: SEP 1,2020 and SEP 30,2020

Permit Number	2020-0082	Date Applied	28/09/2020	Date Issued	28/09/2020	Date Completed	
				Date Expires	/ /		
Type	RESIDENTIAL ADDITION			Location	22939 QUEENS LINE		
Action	Extend			Legal Description	ALDBOROUGH CON 8 PT LOT 6		
Status	ISSUED			Roll Number	34-34-000-030-05302-0000		
MPAC Structure Code	301	Single Family Detached		Value	\$150,000.00	Fee	\$1,500.00
Stats Can Struct Code	110	Single House,sgl det home,bung		Gross Area	2,700		
Stats Can Work Code	02	Addition to Existing Bldg - Non Residential		Permit Area	2,700	Sq. Feet	/
				Dwelling Units Created/Lost:	0	0	
				<input type="checkbox"/> Applicant Is Owner	Occupancy Date		
Address	[REDACTED]						
Project Desc	2 STOREY ADDITION INCLUDING 3 BEDROOMS/KITCHEN/BATHROOM AND GARAGE						

Permit Number	2020-0083	Date Applied	30/09/2020	Date Issued	30/09/2020	Date Completed	
				Date Expires	/ /		
Type	RESIDENTIAL PORCHES, DECKS			Location	175 FURNIVAL RD		
Action	Erect			Legal Description	PLAN 67 BLK D LOT 6 LOT 11		
Status	ISSUED			Roll Number	34-34-000-092-03000-0000		
MPAC Structure Code	199	Other Secondary Structure		Value	\$15,000.00	Fee	\$302.53
Stats Can Struct Code	110	Single House,sgl det home,bung		Gross Area	1,656		
Stats Can Work Code	01	New Construction		Permit Area	1,656	Sq. Feet	/
				Dwelling Units Created/Lost:	0	0	
				<input type="checkbox"/> Applicant Is Owner	Occupancy Date		
Address	[REDACTED] 175 FURNIVAL RD RODNEY, ON N0L 2C0						
Project Desc	CONSTRUCTION OF WOOD DECK AROUND ABOVE GROUND POOL						

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Permit List

Permits By Issued Date - Between: SEP 1,2020 and SEP 30,2020

Report Summary

Permit Type	Permit Value	Permit Fee	Permit Count
DEMOLITION PERMIT	15,000.00	75.00	1
FARM BUILDING NON LIVE STOCK	10,000.00	260.00	1
RESIDENTIAL ACCESSORY BUILDING	33,500.00	666.80	4
RESIDENTIAL ADDITION	150,000.00	1,500.00	1
RESIDENTIAL PORCHES, DECKS	35,000.00	416.53	2
RESIDENTIAL RENOVATIONS	200.00	100.00	1
Total Value		\$243,700.00	
Total Fees		\$3,018.33	
Total Permits		10	
Total Area		10,042 Sq. Ft.	
		0 Sq. Meters	

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Permit Summary Report

Permits By Issued Date - Between: SEP 1,2019 and SEP 30,2019

Grouped by Structure Type

Structure Type:	Detached Garage Types 1-5	Value	\$7,000.00	
Code:	101	Fees	\$220.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	600.00	Sq. Feet
Structure Type:	Grandstand/Stadium	Value	\$36,861.73	
Code:	780	Fees	\$75.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	2,800.00	Sq. Feet
Structure Type:	Manufactured Homes (includes Modular)	Value	\$86,439.35	
Code:	311	Fees	\$100.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	520.00	Sq. Feet
Structure Type:	Multi-use Multi Storey Building	Value	\$100,000.00	
Code:	401	Fees	\$1,000.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	2,649.00	Sq. Feet
Structure Type:	Other Secondary Structure	Value	\$10,000.00	
Code:	199	Fees	\$162.50	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	400.00	Sq. Feet
Structure Type:	Shed Type 1 Wood Type 2 Metal	Value	\$17,000.00	
Code:	102	Fees	\$297.00	
		Septic Fees	\$0.00	
		Number	3	
		Gross Area:	1,347.00	Sq. Feet
Structure Type:	Single Family Detached	Value	\$506,999.00	
Code:	301	Fees	\$3,064.00	
		Septic Fees	\$0.00	
		Number	3	
		Gross Area:	5,727.00	Sq. Feet
Structure Type:	Type III Uninsulated Barn	Value	\$120,000.00	
Code:	203	Fees	\$738.00	
		Septic Fees	\$0.00	
		Number	2	
		Gross Area:	6,980.00	Sq. Feet
		Total Value	\$884,300.08	
		Total Fees	\$5,656.50	
		Total Number	13	
		Total Area:	21,023.00	Sq. Fee

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Permit Summary Report

Permits By Issued Date - Between: JAN 1,2020 and SEP 30,2020

Grouped by Structure Type

Structure Type:	Campground Ancillary Building	Value	\$616,200.00	
Code:	461	Fees	\$6,162.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:		Sq. Feet
Structure Type:	Carport	Value	\$15,500.00	
Code:	117	Fees	\$752.40	
		Septic Fees	\$200.00	
		Number	4	
		Gross Area:	1.854.00	Sq. Feet
Structure Type:	Detached Garage Types 1-5	Value	\$97,950.00	
Code:	101	Fees	\$1,176.00	
		Septic Fees	\$0.00	
		Number	7	
		Gross Area:	3.524.00	Sq. Feet
Structure Type:	General Purpose Industrial (GT 5,000 sq ft)	Value	\$975,000.00	
Code:	522	Fees	\$9,750.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	22.400.00	Sq. Feet
Structure Type:	Manufactured Homes (includes Modular)	Value	\$7,000.00	
Code:	311	Fees	\$200.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	480.00	Sq. Feet
Structure Type:	Miscellaneous Shed	Value	\$10,000.00	
Code:	275	Fees	\$260.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	1.000.00	Sq. Feet
Structure Type:	Office Walk-up	Value	\$55,000.00	
Code:	472	Fees	\$850.00	
		Septic Fees	\$500.00	
		Number	2	
		Gross Area:	700.00	Sq. Feet
Structure Type:	Other Secondary Structure	Value	\$26,600.00	
Code:	199	Fees	\$707.53	
		Septic Fees	\$0.00	
		Number	5	
		Gross Area:	2.628.00	Sq. Feet
Structure Type:	Retail Store	Value	\$170,000.00	
Code:	433	Fees	\$2,100.00	
		Septic Fees	\$0.00	
		Number	2	
		Gross Area:	9.034.00	Sq. Feet

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Permit Summary Report

Permits By Issued Date - Between: JAN 1,2020 and SEP 30,2020

Grouped by Structure Type

Structure Type:	Service Garage	Value	\$3,000.00	
Code:	423	Fees	\$200.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	185.00	Sq. Feet
Structure Type:	Shed Type 1 Wood Type 2 Metal	Value	\$225,706.45	
Code:	102	Fees	\$902.80	
		Septic Fees	\$0.00	
		Number	5	
		Gross Area:	4,428.00	Sq. Feet
Structure Type:	Single Family Detached	Value	\$2,586,200.00	
Code:	301	Fees	\$22,662.04	
		Septic Fees	\$11,427.00	
		Number	33	
		Gross Area:	27,510.00	Sq. Feet
Structure Type:	Standard Industry	Value	\$30,000.00	
Code:	597	Fees	\$300.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	2,250.00	Sq. Feet
Structure Type:	Steel Grain Bin	Value	\$192,900.00	
Code:	230	Fees	\$615.97	
		Septic Fees	\$0.00	
		Number	3	
		Gross Area:	5,689.00	Sq. Feet
Structure Type:	Swimming Pool Enclosure	Value	\$57,500.00	
Code:	107	Fees	\$698.60	
		Septic Fees	\$0.00	
		Number	4	
		Gross Area:	780.00	Sq. Feet
Structure Type:	Type III Uninsulated Barn	Value	\$119,000.00	
Code:	203	Fees	\$931.36	
		Septic Fees	\$0.00	
		Number	3	
		Gross Area:	5,504.00	Sq. Feet
Structure Type:	Type IV Insulated Barn	Value	\$726,000.00	
Code:	204	Fees	\$4,737.50	
		Septic Fees	\$0.00	
		Number	2	
		Gross Area:	16,179.00	Sq. Feet
Structure Type:	Unspecified Farm Structure	Value	\$7,000.00	
Code:	299	Fees	\$500.00	
		Septic Fees	\$500.00	
		Number	1	
		Gross Area:		Sq. Feet

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Permit Summary Report

Permits By Issued Date - Between: JAN 1,2020 and SEP 30,2020

Grouped by Structure Type

Structure Type:	Unspecified Residential Structure	Value	\$57,000.00	
Code:	399	Fees	\$1,003.20	
		Septic Fees	\$500.00	
		Number	4	
		Gross Area:	1.092.00	Sq. Feet
Structure Type:	Unspecified Special Purpose Structure	Value	\$350.00	
Code:	799	Fees	\$75.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	800.00	Sq. Feet
		Total Value	\$5,977,906.45	
		Total Fees	\$54,584.40	
		Total Number	82	
		Total Area:	106,037.00	Sq. Fee

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Permit Summary Report

Permits By Issued Date - Between: JAN 1,2019 and SEP 30,2019

Grouped by Structure Type

Structure Type:	1, 2 and 3 Storey Broiler Barn	Value	\$892,180.00	
Code:	216	Fees	\$6,085.50	
		Septic Fees	\$500.00	
		Number	4	
		Gross Area:	47.260.00	Sq. Feet
Structure Type:	Detached Garage Types 1-5	Value	\$142,000.00	
Code:	101	Fees	\$995.20	
		Septic Fees	\$0.00	
		Number	4	
		Gross Area:	3.824.00	Sq. Feet
Structure Type:	General Purpose Industrial (GT 5,000 sq ft)	Value	\$450,000.00	
Code:	522	Fees	\$4,500.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	11.101.00	Sq. Feet
Structure Type:	Grandstand/Stadium	Value	\$36,861.73	
Code:	780	Fees	\$75.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	2.800.00	Sq. Feet
Structure Type:	High-rise Caged Layers	Value	\$1,256,000.00	
Code:	217	Fees	\$8,412.50	
		Septic Fees	\$500.00	
		Number	2	
		Gross Area:	16.036.00	Sq. Feet
Structure Type:	Manufactured Homes (includes Modular)	Value	\$86,439.35	
Code:	311	Fees	\$100.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	520.00	Sq. Feet
Structure Type:	Multi-use Multi Storey Building	Value	\$100,000.00	
Code:	401	Fees	\$1,000.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	2.649.00	Sq. Feet
Structure Type:	N/A	Value	\$20,000.00	
Code:		Fees	\$575.00	
		Septic Fees	\$500.00	
		Number	2	
		Gross Area:		Sq. Feet
Structure Type:	Other Secondary Structure	Value	\$37,500.00	
Code:	199	Fees	\$362.50	
		Septic Fees	\$0.00	
		Number	3	
		Gross Area:	1.064.00	Sq. Feet

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Permit Summary Report

Permits By Issued Date - Between: JAN 1,2019 and SEP 30,2019

Grouped by Structure Type

Structure Type:	Retail Store	Value	\$10,000.00	
Code:	433	Fees	\$75.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	2.000.00	Sq. Feet
Structure Type:	Shed Type 1 Wood Type 2 Metal	Value	\$77,700.00	
Code:	102	Fees	\$803.40	
		Septic Fees	\$0.00	
		Number	5	
		Gross Area:	6.087.00	Sq. Feet
Structure Type:	Single Family Detached	Value	\$2,133,799.00	
Code:	301	Fees	\$13,438.92	
		Septic Fees	\$4,666.02	
		Number	26	
		Gross Area:	26.860.00	Sq. Feet
Structure Type:	Steel Grain Bin	Value	\$243,400.00	
Code:	230	Fees	\$1,021.32	
		Septic Fees	\$0.00	
		Number	4	
		Gross Area:	4.677.00	Sq. Feet
Structure Type:	Traditional Church	Value	\$85,000.00	
Code:	730	Fees	\$850.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	110.00	Sq. Feet
Structure Type:	Type III Uninsulated Barn	Value	\$129,000.00	
Code:	203	Fees	\$888.00	
		Septic Fees	\$0.00	
		Number	4	
		Gross Area:	12.739.00	Sq. Feet
Structure Type:	Unspecified Farm Structure	Value	\$4,000.00	
Code:	299	Fees	\$100.00	
		Septic Fees	\$0.00	
		Number	1	
		Gross Area:	3.520.00	Sq. Feet
Structure Type:	Unspecified Residential Structure	Value	\$29,300.00	
Code:	399	Fees	\$563.92	
		Septic Fees	\$0.00	
		Number	4	
		Gross Area:	1.292.00	Sq. Feet
		Total Value	\$5,733,180.08	
		Total Fees	\$39,846.26	
		Total Number	65	
		Total Area:	142.539.00	Sq. Fee



Staff Report

Report To: Council Meeting
From: Jeff McArthur, Fire Chief
Date: 2020-10-08
Report: 2020-07
Subject: Training Room Furniture

Recommendation:

That West Elgin Council has no objections on the current table in the Rodney Training Room being considered surplus and replaced with smaller tables and chairs for a more conducive training room layout and learning environment.

Purpose:

To recommend a realignment of furniture in the fire department training room in order to create an improved layout for training and meeting purposes.

Background:

Several years ago, a boardroom style table was purchased by the Municipality and placed in the training room in the Rodney station. While it functions well for small meetings, a redesign of the room to accommodate regular fire department training is recommended. This would include removing the large boardroom table and office chairs in favour of classroom type tables and chairs.

The boardroom table and office chairs could be used elsewhere within the Municipality, donated, or sold. Tables and chairs already owned by the Municipality would be utilized.

Financial Implications:

No notable financial implications.

Policies/Legislation:

N/A

Report Approval Details

Document Title:	Training Room Furniture - 2020-07-Fire.docx
Attachments:	
Final Approval Date:	Oct 5, 2020

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott



Staff Report

Report To: Council Meeting
From: Jeff McArthur, Fire Chief
Date: 2020-10-08
Report: 2020-06
Subject: Monthly Report – September

Recommendation:

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief re: September Monthly Report for information purposes.

Purpose:

To provide Council with an update of fire department activities in the month of September 2020.

Background:

Emergency Responses

Motor Vehicle Collision (MVCs)	1	
Fire	1	Car fire on Hwy 401
Alarms Sounding	2	Carbon Monoxide
Other	3	Burn complaint, hydro wires, mutual aid
TOTAL	7	

Training & Meetings

Training topics included auto extrication techniques and ladders. Firefighters are currently enrolled in online courses through the Ontario Fire College and four firefighters are attending an NFPA 1006 General Rescuer course in Oxford County.

An officers meeting was held on September 8th. Various topics were discussed including potential operational paperwork changes, an update on the current budget and capital items, firefighter recruitment and departmental operating guidelines. Officer meetings to be scheduled on a rotating schedule as follows: all officers, Rodney officers, West Lorne officers.

Other Activities/Information

The Fire Chief continues to work with Fire Comm dispatch and FirePro to have all emergency incident reports sent automatically into FirePro, our records management software. This will save staff countless hours of data entry.

Bunker gear fitting for 20 firefighters has been completed. An approximate 17-week delivery time is expected.

A fall firefighter recruitment is planned to align with NFPA 1001 Firefighter course start dates in January 2021.

Financial Implications:

There are no financial implications associated with this report.

Policies/Legislation:

N/A

Report Approval Details

Document Title:	Monthly Activity Report - September - 2020-06-Fire.docx
Attachments:	
Final Approval Date:	Oct 5, 2020

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2020-10-08

Subject: Holiday Festival of Lights

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and

That West Elgin Council approve the creation of a small committee, comprised of municipal staff and West Lorne Optimists members, to deliver a Festival of Lights in replacement of the Rodney and West Lorne Christmas Parades in 2020.

Purpose:

The purpose of this report is to garner Council's support for the idea of a Festival of Lights, to be held at the Rodney fairgrounds this holiday season.

Background:

With COVID-19 still very much a part of our everyday lives, many events are either being postponed or cancelled. Basing the decision on current public health guidelines, both the Rodney and West Lorne Santa Clause parades have been cancelled for 2020. With this in mind, our Community Services Assistant came up with a novel idea for holding a 'drive thru' festival of lights. This proposed event would be open to all participants of the two existing parades, as well as any other local business or resident who would like to be involved. It could be held at the Rodney Fair Grounds, where the racetrack would provide a perfect area to set up displays and have people drive slowly through, away from normal traffic on the streets.

West Elgin staff have reached out to the West Lorne Optimist Club as they traditionally organize the West Lorne parade. They too see merit in providing some opportunity for community members to get out and enjoy the holiday season. We have also checked with SWPH, who feel (at this time) that an event of this nature would be acceptable. Based on support from the Optimists, we would like to move forward with planning this event and utilizing a portion of the money, which was allocated in the 2020 budget for the two Christmas Parades.

Financial Implications:

Staff will work within budgeted amounts and costs will not exceed the totals already allocated in the 2020 budget for implementation of the Rodney and West Lorne Christmas Parades.

Report Approval Details

Document Title:	Holiday Festival of Lights - 2020-16-Operations Community Services.docx
Attachments:	
Final Approval Date:	Oct 6, 2020

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2020-10-08

Subject: September 2020 – Monthly Report

Recommendation:

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

Purpose:

To provide West Elgin Council with an update on operations carried out during the month of September.

Background:

Utilities – Locates and water service installation kept utilities staff busy in West Elgin during the month of September. The Chestnut Street water main project in West Lorne has wrapped up, leaving the Todd Place water line replacement as the only outstanding capital project. The contractor started this project mid-month, but ran into significant issues during the first week. Municipal drawings supplied by the original developer have been found to be quite inaccurate. Therefore, when the current contractor was directional boring new water service lines in areas that were marked 'all clear', they were hitting the existing water system. Since the old water system was still in use, the contractor would have to stop the project and make repairs so residents would not be without water. This was costly and very time consuming, so the decision was made to install temporary water line for the remainder of the project. These lines are run on top of the ground and feed all homes, so crews do not have to worry about hitting the old system and time is not wasted repairing old lines. The majority of new service lines are now in and the contractor will begin installing main shortly. This project is expected to wrap up by early November.

Public Works – The application of maintenance gravel on municipal roads was completed in early September. Staff have been spot grading for potholes and washboard but the relatively dry summer conditions have left the gravel roads in good condition overall. Staff will begin fall grading to prepare for the winter season shortly. Fall grass cutting is underway and will continue into October. This insures good sightlines throughout the winter and helps reduce the effects of drifting. Staff received sand from Johnston Bros. Ltd. and blended with salt to produce 'winter sand' for road application. Once blended, it was fed onto a conveyor and stockpiled in the sand storage facility at the municipal yard. Mobile Services were in Rodney and West Lorne during the beginning of September for curb sweeping operations. This will be done again in November once the majority of leaves have fallen. Staff spent time at the landfill last month, shaping the west boundary limit and enhancing the driveway to the working face. Public works crews also completed a variety of maintenance tasks in September including ditching, tree removal, catch basin cleaning and drain repair.

Parks and Recreation – Cooler temperatures in September slowed the grass cutting and allowed staff to focus on preparing the arena for opening. Ice making began on September 18, with the first users (West Lorne Figure Skating) are scheduled for Monday October 5. It has been a very tedious job preparing for facility use, taking in to account the constantly changing COVID guidelines. Recreation staff have done a tremendous job researching provincial and public health guidelines, while creating return to use guidelines, which are specific to the facility and/or use. In addition, the pool and splash pad were closed and winterized in September, and the hanging baskets were taken for the season.

West Elgin Community Pool – 2020 Statistics

Attendance – The pool opened on July 2, was open until September 5 and had 1948 users. This breaks down to 1022 people in July, 787 in August and 139 in September. Activities offered during the season included –

- Aquafit – held twice per day and accounted for 34.3% of overall usage
- Open Swims – held twice per day and accounted for 25% of overall usage
- Family Swims – held twice per day and accounted for 25% of overall usage
- Adult/Lane Swims – held once per day and accounted for 12.5% of overall usage
- Private Rentals – held as requested and accounted for 3.2% of overall usage

Gross revenue from all programs offered this season amounted to \$5,201.90, with the monthly breakdown as follows –

- July - \$2,891.00
- August - \$1,871.10
- September - \$439.80

Note – Pool revenue was substantially lower in 2020 as a result of not being able to offer swimming lessons. This is typically where 2/3 of the pool revenue is generated.

A pool survey was developed in July and all swimmers were encouraged to fill one out. Staff requested comments on items such as cleaning, programming, staff relations or ideas for the 2021 season. Thirty two surveys were completed, with high marks given to pool staff and cleaning protocols. Additional suggestions for next season included a return to swimming lessons (which we all hope will be possible) and new equipment for Aquafit classes.

Report Approval Details

Document Title:	September 2020 - Monthly Report - 2020-17-Operations Community Services.docx
Attachments:	
Final Approval Date:	Oct 6, 2020

This report and all of its attachments were approved and signed as outlined below:

Jana Nethercott



Staff Report

Report To: Council Meeting
From: Jana Nethercott, Clerk
Date: 2020-10-08
Subject: Draft Animal Control By-law

Recommendation:

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Draft Animal Control By-law; and

That West Elgin Council provide direction to staff to bring forward the Attached Draft Animal Control By-law at the October 22, 2020 meeting; and

That West Elgin Council hereby approve the Clerk to apply for Set Fines as presented, for the Animal Control by-law, once the by-law is approved.

Purpose:

The purpose of this report is to provide West Elgin Council with a draft version of a new Animal Control By-law for their consideration and input.

Background:

In early 2020 West Elgin staff and Animal Control began the research and discussions surrounding the current Animal Control by-law. Currently West Elgin has two (2) separate by-laws relating to the keeping of domestic animals, By-law 2005-74 being a By-law for the Registration of Dogs and 2011-24 being a By-law for the Care and Impoundment of Animals. Staff believe that one comprehensive by-law relating to animal control would be clearer for residents and staff.

Staff researched and compared West Elgin's two (2) Animal Control By-laws (2005-74 By-law for Registration of Dogs and 2011-24 Animal Care and Impoundment By-law) with by-laws from Town of Petrolia, Municipality of Dutton Dunwich, Municipality of Chatham-Kent and Municipality of Southwest Middlesex.

There are no changes to the number of dogs permitted per household (3), nor the licensing of dogs or kennels. There has been some general clean up of wording around kennel licensing, which provides some standards for kennels and the addition of the inspection checklist to the by-law, to clarify what an inspector is looking for during an inspection.

There has been an addition with respect to abandonment or disposal of animals and/or litters of animals. This will allow for fines to be levied against dumping of animals or abandonment of animals and can offer some protection to landlords if a tenant moves out and does not take their pet with them.

The most important part of the by-law is the designation of a dog as potentially dangerous or dangerous. This allows the Animal Control Officer the right to impose restrictions on owners and

recourse for when this is not adhered to. This provides some protection for residents against threatening dogs, before an attack happens, either to a human or domestic pet.

As with all by-laws, the enforcement of this by-law is only as good as the complaints received, which means an education campaign through the website and social media will need to be undertaken to ensure that residents know West Elgin has the means to protect them from dangerous or potentially dangerous dogs.

If this Council wishes to move forward with this by-law, set fines will need to be created and approved as part of the final by-law and then an application of the set fines to Attorney General. Staff have attached our proposal to the Attorney General for offences and set fines.

Financial Implications:

None.

Policies/Legislation:

Municipal Act, S.O. 2001

Provincial Animal Welfare Services Act, R.S.O. 2019

Animals for Research Act, R.S.O. 1990

Dog Owners Liability Act, R.S.O. 1990

Ontario Police Services Act, R.S.O. 1990



MUNICIPALITY OF **West Elgin**

The Corporation of the Municipality of West Elgin

By-Law No. 2020-_____

Being a by-law to put in place regulations associated with the control, licensing and registration of animals within the Municipality of West Elgin

Whereas the *Municipal Act*, S.O. 2001, C.25 Sections 11, 103, 105 and 391(1), as may be amended from time to time, provides that a municipality may pass by-laws prohibiting, regulating and restricting the keeping of animals or any class thereof, the destruction thereof and allow for a licensing and animal identification system; and

Whereas the *Provincial Animal Welfare Services Act*, R.S.O. 2019 C. P13, Section 13 provides that every person who owns or has a custody or care of an animal shall comply with the standards of care and the administrative requirements with respect to every animal that the person owns or has custody or care of; and

Whereas the *Animals for Research Act*, R.S.O. 1990, C. A22, Section 20 provides for the impounding and sale or destruction of a dog or cat; and

Whereas the *Dog Owners Liability Act*, R.S.O. 1990, C.D16, as amended, provides for the protection of persons and property; and

Whereas the *Ontario Police Services Act*, R.S.O. 1990, C. P15, as amended, provides that Council may appoint Municipal By-Law Enforcement Officers to enforce all municipal by-laws; and

Whereas the Council of the Corporation of the Municipality of West Elgin deems it necessary and expedient to pass such a by-law;

Now Therefore the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. Definitions

“Council” means the Council of the Corporation of the Municipality of West Elgin;

“Dangerous Dog” shall mean any dog:

- a) That has bitten or injured a human being or domestic animal; or
- b) that has been threatening or aggressive towards a human being or domestic animal

“Dog” shall mean a male or female *Canis familiaris*;

“Distress” means the state of being in need of proper care, water, food or shelter or being injured, sick or in pain or suffering;

“Domestic” means an animal that is not wild, untamed, uncultivated, feral or brutal in nature of disposition;

“Feed” or “feeding” means the deliberate act of furnishing, or making food or other substances available which is likely to be consumed by wild animals, strays, feral or abandoned animals;

“Food” means any substance or food which could reasonably be expected to be consumed by a wild animal, but does not include:

- a) compost kept in accordance with all applicable by-laws, statutes or regulations;
- b) landscaping materials used for landscaping purposes; or
- c) food being grown for human consumption

“Guide dog” shall mean a dog trained and certified for a guide for the blind, hearing impaired or other disability and used as such;

“Kennel” shall mean:

- a) A place where more than two dogs are kept for the purpose of show, training, breeding, selling; or
- b) A place where more than two dogs are kept and cared for on behalf of the owners of the dogs, boarding, grooming or temporary housing;

“Municipality” shall mean the Municipality of West Elgin;

“Muzzle” shall mean a humane fastening or covering device of adequate strength over the mouth to prevent a dog from biting, yet still allows a dog to pant or drink;

“Officer” shall mean the Animal Control Officer or By-law Enforcement Officer or pound keeper designated by the Municipality of West Elgin Council as a Municipal By-law Enforcement Officer, and/or a Police Officer providing Police Services to the Municipality;

“Owner” of an animal includes a person who possesses or harbours a dog and, where the owner is a minor, the person responsible for the custody of the minor;

“Police Work Dog” shall mean a dog trained to aid law enforcement officers and used by such officers in the execution of their duties;

“Pound” shall mean such premises as approved from time to time by Council;

“Pound keeper” shall mean the person appointed as such by Council;

“Premises” shall mean all the abutting lands owned by a person, or over which a person exercises control, including a building, buildings or a part of a building located on the lands, and includes vacant lot or lots;

“Property Owner” shall mean the registered owner of the real property and shall include family members or tenant of the property owner who may be residing at the property;

“Pure bred” shall mean registered or eligible for registration in the register of the Canadian or American Kennel Clubs, or of a class designated as pure-bred in any regulations passed pursuant to provincial legislation;

“Running at large” shall mean to be found in any place other than the premises of the owner of the animal and not under the control of any person;

“Tag” shall mean a metal tag issued by the Municipality and indicating the number under which the dog is registered;

“Wildlife” shall mean an animal, other than birds, which has not been made tame nor has been taught to live with and under the control of humans.

2. Licencing of Dogs

- 2.1. Every calendar year the owner of a dog shall ensure that any dog owned by him or her is licensed by the Municipality with exception to an owner being the operator of a licensed kennel.
- 2.2. The license shall be obtained before the 31st day of May each calendar year, unless the dog came into the owner’s possession or care after that date.
- 2.3. Every owner of a dog that comes into his or her possession after May 31 shall obtain a license for the dog within ten days of taking possession of the dog.
- 2.4. The owners of a guide dog or a police work dog shall ensure that these dogs are licensed, but no fee is imposable for such dogs.
- 2.5. In order to license a dog and obtain a tag the owner of the dog may be asked to produce proof that the dog is currently inoculated against rabies.
- 2.6. On payment of the initial license fee, as set by Council from time to time, the owner shall be furnished with a dog tag and shall keep the tag securely fixed on

the dog at all times with the exception that the tag may be removed while the dog is being lawfully used for hunting. Replacement tags may be purchased at the municipal office.

- 2.7. The licensing fee shall be paid each calendar year, as per the current Fees & Charges as set by Council.
- 2.8. No owner shall permit a dog to wear a tag other than the one issued for the dog, tags are not transferable.
- 2.9. The owner of any kennel shall pay the kennel license fee, as set by Council, as amended from time to time by Council, by the 31st day of May of each year.

3. Number of Animals

- 3.1. A maximum number of three (3) dogs harboured at any one time in a dwelling unit, within West Elgin, with the following exceptions:
 - a) A Municipally licenced kennel;
 - b) An animal hospital;
 - c) A pound or authorized facility;
 - d) A pet store;
 - e) A registered research facility or supply facility under the *Animals for Research Act*.

4. Dog Kennels

- 4.1. Any person or persons who keep more than two dogs, which are aged over three months, at one location may apply for a kennel license as set out in attached Schedule "A".
- 4.2. A kennel license may be issued to the owner of confined dogs kept exclusively for hunting, working or dog-sled purposes.
- 4.3. The Council of the Municipality of West Elgin reserves the right to refuse a kennel license.
- 4.4. Every person who holds a kennel license shall comply with the following requirements:
 - a) The license shall be exposed at all times in a conspicuous place in the interior of the premises;
 - b) The premises shall be maintained in a sanitary, well ventilated, clean condition and free from offensive odours;
 - c) The animals shall be kept in sanitary, well bedded, well ventilated, naturally lighted, clean quarters and a healthful temperature shall be maintained at all times;

- d) The animals shall be adequately fed and watered and kept in a clean, healthy condition, free from vermin and disease;
 - e) The kennel building shall be in a separate building and shall not be attached to any building used or capable of being used for human habitation;
 - f) The kennel building and its location shall conform to the applicable zoning by-law and the Ontario Building code and the building shall be maintained in damage-free condition;
 - g) The kennel floor shall be thoroughly cleaned daily, or more often if necessary;
 - h) Any cage shall be adequately sized to allow the animal to extend its legs to their full extent, to stand, sit, turn around or lie down in a fully extended position. There must also be sufficient space to enable species appropriate contact, provide bitches with nursing puppies an additional 10% space per nursing puppy, and provide for the social and behavioural needs of the dog;
 - i) Cages are to be constructed of metal, wire, or partly of wire and shall have metal or other impermeable bottoms, which shall be cleaned and washed daily, or more often if necessary;
 - j) Whelping facilities shall be separate from the individual and/or group kennel enclosures housing other kennel dogs;
 - k) The whelping area shall consist of a whelping box which is 2 1/2 times the size of the bitch, constructed with four sides and a floor, and shall be regularly cleaned and sanitized.
- 4.5. The Officer may inspect any place where the animals are kept, pursuant to this by-law.
- 4.6. If the kennel is found not to conform to the requirements set out herein, the Officer may direct that the animals be seized and impounded and may revoke the license issued to the kennel.
- 4.7. Every owner or operator of a kennel shall allow access to the facility for the purpose of inspection at all reasonable hours by an Officer.
- 4.8. Every owner or operator of a kennel shall allow access to the facility for an annual inspection as part of the renewal process and the inspector shall complete the Kennel Inspection Checklist as shown in attached Schedule "B"

5. Running At Large

- 5.1. Every owner shall ensure that his or her dog does not run at large within the Municipality of West Elgin.

- 5.2. A dog running at large may be seized and impounded and may be sold or destroyed by the pound keeper following Seventy-Two (72) hours (excluding day in and day out) redemption period excluding Saturday, Sunday and Statutory Holidays.
- 5.3. A dog that is seized and impounded, will not be released until pound, maintenance, veterinary, or other fees have been paid.
- 5.4. For the purpose of this by-law a dog shall be deemed to be running at large when found in any place other than the premises of the owner, and not under the control of any person.

6. Responsibility of Animal Owners and the Public

No person shall:

- a) Tease, torment, annoy or abuse any animal; or
- b) Untie, loosen or otherwise free any animal which is not in distress unless such person has the authorization of the owner

7. Abandonment or Disposal of Animals and/or Litters of Animals

- 7.1. No person shall abandon or dispose of a live animal and/or litters of live animals on any private or other property, including public property, within the Municipality without the written permission of the property owner.
- 7.2. The prohibited abandonment or disposal of animals shall be reported to the pound keeper during regular business hours with all information available.

8. Owners To Take Precautions

The owner of a dog shall exercise reasonable precautions to prevent it from biting or attacking a person or domestic animal; or behaving in a manner that poses a menace to the safety of persons or domestic animals

9. Designation As Potentially Dangerous Or Dangerous Dogs

- 9.1. Where an Officer is satisfied that, in the absence of any mitigating factor, a dog has approached a person or domestic animal in a menacing fashion or apparent attitude of attack, including but not limited to, behavior such as growling or snarling, the Officer may issue a designation in writing to the owner designating a dog as potentially dangerous or dangerous, as shown in attached Schedule "C".
- 9.2. Where an Officer is satisfied that a dog:

- a) Has, in the absence of any mitigating factor, attacked, bitten or caused injury to a person or has demonstrated a propensity, tendency or disposition to do so;
- b) Has in the absence of any mitigating factor, significantly injured or killed a domestic animal; or
- c) Having been previously designated as potentially dangerous, is kept or permitted to be kept in violation of the requirements for a potentially dangerous dog, the Officer may issue a designation in writing to the owner of dog, designating the dog as dangerous.

9.3. No owner of a dog designated as potentially dangerous or dangerous shall transfer ownership of the dog without first having obtained the written consent of the Pound keeper. In granting or refusing consent, the Pound keeper shall consider the likelihood that all the applicable provisions of this By-law and the *Dog Owners' Liability Act*, including any orders under that Act, will be met.

9.4. In addition to complying with all the applicable provisions of this By-law, every owner of a dog designated as dangerous shall adhere to the conditions laid out in the Potentially Dangerous Dog Designation Order, as set out in attached Schedule "C" and signed by the Officer.

9.5. Where a dog has been designated as a potentially dangerous or dangerous dog the owner may appeal to West Elgin Council, by written notice, within fifteen (15) days of the Municipality notifying the owner of the decision to designate the dog.

9.6. Where an owner appeals to the Municipality of West Elgin Council shall hear the appeal by way of a new hearing under the *Statutory Powers Procedure Act* to determine whether the dog is dangerous or potentially dangerous.

9.7. No member of Council or its staff is personally liable for anything done by it or him or her under authority of this by-law.

10. Create a Nuisance

10.1. Every owner of a dog shall remove forthwith any excrement left by the animal on any property.

10.2. Subsection 10.1 does not apply to persons reliant on a guide dog or persons in control of a police work dog when such dog is in the execution of its duties.

10.3. No owner or person harbouring a dog shall allow a dog to bark, whine or yelp excessively.

11. Standard of Animal Care

11.1. No person may keep any domestic animal unless the animal is provided with:

- a) Clean potable drinking water in spill proof containers at all times and suitable food of sufficient quantity and quality to allow for normal growth and the maintenance of normal body weight;
 - b) Food and water receptacles that are kept clean and disinfected and located so as to avoid contamination by excreta;
 - c) The opportunity for periodic exercise sufficient to maintain good health;
 - d) Necessary veterinary medical care when the animal exhibits signs of pain or suffering.
- 11.2. No person may keep any domestic animal which normally resides outside, or which is kept outside for short to extended periods of time, unless the animal is provided with outside shelter. The shelter must:
- a) Be weatherproof with an exterior windbreak and exterior door flap;
 - b) Have a door facing away from the prevailing wind and must be elevated off the ground;
 - c) Provide sufficient space to allow the animal the ability to turn about freely and to easily stand, sit and lie in a normal position;
 - d) Be at least 1 ½ times the length of the animal and at least 1 ½ times the animal's width, and at least as high as the animal's height measured from the floor to the highest point of the animal when standing in a normal position plus 10%;
 - e) Be insulated to ensure protection from heat, cold and wet and be appropriate to the animal's weight and type of coat;
 - f) Provide sufficient shade to protect the animal from the direct rays of the sun at all times;
 - g) Be regularly cleaned and sanitized and excreta removed at least once a day
- 11.3. No person may cause a dog to be hitched, tied, or fastened by any rope, chain or cord that is directly tied around the animal's neck on to a choke collar.
- 11.4. No person shall cause a dog to be confined in an enclosed space without adequate ventilation.
- 11.5. No person shall allow any domestic animal to suffer from any infectious disease.

12. Severability

If a court of competent jurisdiction should declare any part or section of this by-law to be invalid, it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

13. Penalties

- 13.1. Every person who contravenes any provision of this by-law is guilty of an offence and is subject to the penalties under the *Provincial Offences Act*.
- 13.2. The Animal Control Officer, By-Law Enforcement Officer and any Officer appointed as a peace officer may enter, at all reasonable times, upon any property subject to the regulations of this by-law in order to ascertain whether such regulations or directions are being obeyed.

14. Enactment

- 14.1. By-Laws 2005-74 and 2011-24 as amended is hereby repealed.
- 14.2. This By-Law shall be known as the Animal Control By-Law and shall come into force and effect upon the third and final reading thereof.

Read a first, second, and third time and passed this ____ day of ____, 20__

Duncan McPhail
Mayor

Jana Nethercott
Clerk



Schedule "A"

The Municipality of West Elgin

22413 Hoskins Line, Box 490, Rodney Ontario N0L 2C0

The Corporation of the Municipality of West Elgin Application for a Kennel Permit

Name of Kennel:	
Owner (Full Name):	
Mailing Address:	
Telephone:	(Home) _____ (Business) _____

(If more than one registered owner with a different address or telephone, attach a separate sheet)

Legal Description of Property: _____

Professional Affiliations of Applicant:

- ☐ Canadian Kennel Club
- ☐ Ontario Dog Kennel Organization

Other (please specify): _____

Breed of Dogs: _____

Calendar Year for which Permit is Requested: _____

- ☐ New Application
- ☐ Renewal of Application

NOTE: Applicant must attach hereto a diagram showing:

- The true shape and dimensions of the property (drawn to a scale of 500:1);

- The location, height, and dimensions of the kennel structure (drawn to a scale of 100:1);
- The location and dimensions of all runs used in connection with the kennel (drawn to a scale of 100:1); and
- The location and dimensions of all other buildings and structures on the property, and their distances from kennel structures.

Statement of Fact

I/We, _____, hereby make an application for the following permit. As part of this Application, I/We make the following Statement of Fact:

1. The information set forth in this Application is true and accurate.
2. I/We agree to comply with all By-Laws and Regulations of the Municipality of West Elgin, it being expressly understood that receipt of a permit does not relieve the owner from complying with all said By-Laws or Regulations. I/We further agree that, if the permit is revoked for any cause of non-conformance of the said By-Laws or Regulations that, in consideration of the issue of the permit, all claims are waived arising therefrom against the Municipality of West Elgin.
3. I/We understand that making a false Statement of Fact may result in the Application for a permit being refused.

This Statement of Fact was made before me on _____, 20__.

Witness: _____
Name

Applicant: _____

Address

Applicant: _____

Telephone

For Municipal Use Only:

1. Animal Control Officer:

Inspection Completed (New Permit): _____
(Date)

New/Renewal Comments:

Permit Recommended? Yes () No ()

(Animal Control Officer)

(Date)

2. Planner:

Property Zoning: _____ Compliant: Yes () No ()

(Planner)

(Date)

3. Building Department:

Building Permit Required (based on submitted drawing): Yes () No ()

Comments: _____

(Chief Building Official)

(Date)

Permit issued: _____
(Date)

(Issued By)



Schedule "B"

The Municipality of West Elgin

22413 Hoskins Line, Box 490, Rodney Ontario N0L 2C0

Kennel Inspection Checklist

Kennel Name: _____

Owner Name: _____

Address of Kennel: _____

No. of Dogs on Premises (at time of inspection): _____

Maximum Capacity: _____

Housing & Accommodation

Site

A=Acceptable NI=Needs Improvement U=Unacceptable [Check off below:]

Is the site sufficiently isolated to prevent complaints from neighbours? A() NI() U()

Does the kennel site provide adequate space for exercising the breed(s) housed? A() NI() U()

Does the kennel site allow for satisfactory waste disposal? A() NI() U()

Is a fence in place to prevent escapes from the property? A() NI() U()

Construction

A=Acceptable NI=Needs Improvement U=Unacceptable [Check off below:]

Are the walls solidly constructed of impervious material and to a height adequate for sanitary maintenance? A() NI() U()

Are the walls constructed and maintained in a good state of repair; free of cracks, holes, and other damage, to prevent entrance of vermin or insects, or escape of the animals housed therein? A() NI() U()

Are the doors, windows, and frames constructed and maintained, to prevent entrance or harbouring of vermin or insects, or the escape of the animals housed in the facility? A() NI() U()

Is at least one door of sufficient size to allow for equipment to be removed for sanitation, if removal is necessary? A() NI() U()

Is the building adequately insulated to maintain a temperature at acceptable levels? A() NI() U()

Are the effects of direct sunlight prevented? A() NI() U()

Are the roofs and ceilings maintained in a good state of repair? A() NI() U()

Are the floors constructed of hard, durable material that is impervious to water and easily sanitized? A() NI() U()

Do the floors slope and drain in such a manner that the runs, kennels, and alleys remain relatively dry? A() NI() U()

Are the floors and walls built in such a manner that feces and urine are prevented from entering other pens or cages? A() NI() U()

Is the air fresh? A() NI() U()

Is there adequate lighting in all kennel areas? A() NI() U()

Cages, Pens, and Enclosures

A=Acceptable NI=Needs Improvement U=Unacceptable [Check off below:]

Indoor Housing

Do the cages permit each animal to: A() NI() U()

- Stand normally, to its full height;
- Lie down, in a fully extended position;
- Turn around easily; and
- Permit human interaction.

Are the cages solidly constructed, to prevent escape and injuries? A() NI() U()

*Do all cages have solid floors? A() NI() U()

Are the cages constructed of materials and designed to be easily A() NI() U()

cleaned and sanitized?

Are the pens or runs solidly constructed, to prevent escapes or injury? A() NI() U()

*Housing with wire floors is an unacceptable method of containing dogs. Their feet are subjected to constant trauma from wire cuts, and calluses and bone deformities may develop from inadequate footing. As well, wire flooring results in a lack of definition between eating, drinking, sleeping and elimination areas, and can result in the breakdown of the dog's natural instinct not to soil its "den". This can result in future house training problems. (Page 11, *Canadian Kennel Code 2007*)

Food & Water

A=Acceptable NI=Needs Improvement U=Unacceptable [Check off below:]

Are rations suitable for the various types of animals on the premises? A() NI() U()

Is food stored in vermin proof containers, and properly marked? A() NI() U()

Is a source of clean, potable water available at all times, for all cages and runs? A() NI() U()

Do feed and water containers appear to be cleaned on a regular basis? A() NI() U()

Staff & Attendants

A=Acceptable NI=Needs Improvement U=Unacceptable [Check off below:]

Is there sufficient staff to provide proper care for the number of animals on the premises? A() NI() U()

Cleanliness

A=Acceptable NI=Needs Improvement U=Unacceptable [Check off below:]

Are all areas free from objectionable odours? A() NI() U()

Are all areas reasonable clean of urine, feces, and garbage? A() NI() U()

Are appropriate chemicals used for regular sanitation? A() NI() U()

Purebred Stock

A=Acceptable NI=Needs Improvement U=Unacceptable [Check off below:]

Are complete pedigree records kept available on all breeding stock? A() NI() U()

Does the premises meet all municipal permitting requirements? A() NI() U()

Comments (overall assessment): _____

I certify that I have inspected these premises in accordance with the protocol established for the licensing of kennel operations in Ontario.

Inspected by: _____ Signature: _____

Date of Inspection: _____ Phone: _____

Schedule "C"
Potentially Dangerous Dog Designation Order
Under Municipality of West Elgin By-law No. 2020-____

Orders Issued To:	Dog Information:
Name:	Name
Address	Tag #
Town/Postal Code	Breed
Phone Number	Colour

On DATE your dog:

- ☐ Attacked, bit or caused injury to a person
- ☐ Demonstrated a propensity, tendency or disposition to attack, bite or cause injury to a person, or a domestic animal
- ☐ Was kept or permitted to be kept in violation of the requirements for a potentially dangerous dog

TAKE NOTICE that, on or hereafter DATE you shall ensure that all conditions checked are met :

- ☐ You do not transfer ownership of the dog without first having obtained the written consent of the Pound keeper. In granting or refusing consent, the Pound keeper shall consider the likelihood that all the applicable provisions of the By-law and the *Dog Owners' Liability Act*, including any orders under the Act, will be met;
- ☐ Your dog is implanted with a microchip;
- ☐ Your dog is sterilized before reaching the age of six months or within 30 days of being designated;
- ☐ Your dog has current rabies vaccination and provide proof to animal control officer
- ☐ When your dog is not on your premises, your dog is equipped with a muzzle and secured with a leash not exceeding one metre in length in accordance with the following:
 - i. A muzzle shall be securely placed on the dog at all times so that the dog cannot detach bite any person or domestic animal
 - ii. A collar or harness shall be securely place on the dog at all times so that the dog cannot detach the collar or harness;
 - iii. A leash shall be securely attached to a collar or harness at all times so that the dog cannot detach the leash from the collar or harness
 - iv. The dog shall be under the control of some person by means of the leash at all times;
- ☐ When the dog is on your premises the dog is:
 - i. When indoors, your dog is securely contained
 - ii. When outdoors, your dog is contained in an enclosure or fenced area or restrained by a chain or other restraint sufficient to prevent the dog from leaving the premises;
- ☐ You post in a conspicuous place at the entrance of the owner's premises a clearly visible sign warning of the presence of a dangerous dog.

*As per Animal Control By-law 2020-____ an owner of a dog which has been designated as potentially dangerous or dangerous who wishes to appeal the order or decision may request a hearing by the Council of the Municipality of West Elgin. **Appeals must be received in writing by the Clerk, no later than Fifteen (15) days following the service of this Designation.***

The owner of a dog who has requested a hearing from Council, shall not be required to have their dog implanted with a microchip or sterilized until 30 days following the decision confirming those requirements.

THIS ORDER IS EFFECTIVE IMMEDIATELY. Dated this _____ day of _____, 20____

Served on Owner _____ on _____ at _____
Name date time
Animal Control Officer

Municipality of West Elgin
Part 1 – Provincial Offences Act
By-law 2020-___ Animal Control By-law

Item	Column 1 Short Form Wording	Column 2 Offence Creating Provision	Column 3 Set Fine
1	Keep more than three (3) dogs – per household	Section 3.1	\$300
2	Person permit dog to run at large	Section 5.1	\$300
3	Maintain kennel without permit	Section 4.1	\$500
4	Erect kennel without a permit	Section 4.1	\$500
5	Operate kennel without a permit	Section 4.1	\$500
6	Tease, torment, annoy or abuse of dog	Section 7(a)	\$300
7	Untie, loosen, free dog – unauthorized	Section 7(b)	\$300
8	Abandon or dispose of a live animal	Section 7.1	\$300
9	Abandon or dispose of litter of live animal	Section 7.1	\$300
10	Permit dog to threaten, bite, attack any person	Section 8	\$450
11	Permit dog to attack any domestic animal	Section 8	\$450
12	Fail to have dangerous dog spayed or neutered	Section 9.4	\$450

Item	Column 1 Short Form Wording	Column 2 Offence Creating Provision	Column 3 Set Fine
13	Fail to have rabies shot for dangerous dog	Section 9.4	\$450
14	Fail to muzzle dangerous dog	Section 9.4	\$450
15	Fail to leash dangerous dog	Section 9.4	\$450
16	Fail to keep dangerous dog under control	Section 9.4	\$450
17	Fail to securely confine dangerous dog	Section 9.4	\$450
18	Fail to remove/dispose of dog excrement	Section 10.1	\$300

THE CORPORATION OF THE MUNICIPALITY OF WEST ELGIN

BY-LAW NO. 2005-74

BEING A BY-LAW FOR REGISTRATION AND CONTROL OF DOGS

WHEREAS Section 11 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides that a municipality may pass by-laws respecting matters within the spheres of jurisdiction including but not limited to animals;

AND WHEREAS Sections 103 of the Municipal Act provides that a municipality may pass by-laws regarding the impounding of animals;

AND WHEREAS Section 105 of the Municipal Act provides that a municipality may pass by-laws requiring the muzzling of dogs;

AND WHEREAS Section 129(1) of the Municipal Act a municipality may prohibit and regulate noise;

NOW, THEREFORE, THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST ELGIN ENACTS AS FOLLOWS:

PART 1: DEFINITIONS:

1. In this by-law:
 - 1.1 **"Animal Control Officer(s)"** – shall mean the person who has been duly appointed by the Corporation of the Municipality of West Elgin to enforce this by-law.
 - 1.2 **"Dog"** – means for registration purposes, any dog, male or female, over the age of eight (8) weeks.
 - 1.3 **"Fouling"** – shall be deemed to animal excrement.
 - 1.4 **"Household"** – shall mean those who dwell under the same roof and compose a family, or group of individuals living under one roof.
 - 1.5 **"Kennel"** – shall mean a place where animals may be lodged and cared for, but not including a building used for human habitation; in which purebred dogs or dogs are kept or are to be kept whether or not for breeding or boarding and in respect of which the owner has or is eligible to have issued to the owner by the Municipality a "kennel permit".
 - 1.6 **"Muzzled"** shall mean a humane fastening or covering device of adequate strength and design and suitable to the breed of the dog that fits over the mouth of a dog and cannot be removed by the dog; to prevent a dog from biting or attacking a person or domestic animal.
 - 1.7 **"Owner"** – means a person who owns an animal or a person who possesses, keeps or harbours an animal for any period of time, and where the owner is a minor, the person responsible for the custody of the minor.
 - 1.8 **"Pound"** – shall mean the premises approved from time to time by the Council.

- 1.9 **"Poundkeeper"** – shall mean the owner or operator of the pound.
- 1.10 **"Pure-Bred"** – means registered or eligible for registration in the register of the Canadian Kennel Club incorporated, or of a class designated as pure-bred in the regulations prescribed under the Dog Licensing and Live Stock and Poultry Act, R.S.O. 1980 Chapter 123;
- 1.11 **"Running at Large"** – means a dog that is found any place other than the premises of the owner of the animal and not under any control of by any person or not on a leash and under the control of any person.
- 1.12 **"Vicious Dog"** – means a dog which has attacked or bitten a person or another animal or has demonstrated a propensity to do so.

PART 2 – KEEPING OF DOGS

- 2.1 No person shall keep more than three (3) dogs in any one (1) household or on any premises.
- 2.2 Section 2.1 shall not apply to any person keeping a kennel of dogs authorized under Part 6 of this by-law.
- 2.3 No owner shall allow, permit or cause his dog to run at large.
- 2.4 No owner or other person who has a dog under his care and control by means of a leash, shall permit the dog to enter upon private property without the consent of the owner of that property.
- 2.5 No leash shall be longer than three (3) metres in length.
- 2.6 Every owner of a dog shall remove forthwith and sanitarily dispose of excrement left by a dog:
- a) On private property, without the consent of the owner of the premises; or
 - b) On municipally owned lands, specifically including roadways and parks.
- 2.7 Any dog found to have bitten a person or another dog or is otherwise termed to be a "vicious" dog, may be given an order to be muzzled when anywhere other than the owner's property. The owner will be held responsible if the order is not adhered to. The order may be given by either the Animal Control Officer, the By-law Enforcement Officer or the OPP.
- 2.8 An owner of a vicious dog shall, at all times:
- a) Keep such dog confined within the premises of the owner's lands or buildings; or
 - b) Keep such dog confined in an enclosed pen of sufficient dimension and construction to provide humane shelter while preventing it from escaping there-from and preventing the entry therein of unsupervised children.
 - c) Keep a vicious dog within their full control, muzzled and leashed if not within the confines of the owner's property.
- 2.9 No person shall permit any dog harboured by him/her to bark, howl or otherwise make any noise, which is likely to disturb the inhabitants of the Municipality for a continuous long or incessant period of time. An example of a long or incessant period to time would be something longer than a two hour duration in any one day, or that persists on an on-going basis.

PART 3 – REGISTRATION OF DOGS

- 3.1 Every owner of a dog shall within one month after becoming such owner, cause such a dog to be registered at the municipal office for a period which will expire on the last day of December of the current year.
- 3.2 Every owner of a dog shall cause such a dog to be registered annually on or before March 31st of each year.
- 3.3 Upon registration of a dog, each owner shall produce a certificate from a fully qualified Veterinarian that the dog is neutered or spayed.
- 3.4 Each owner of a dog shall have their dog vaccinated against rabies every three years.
- 3.5 Upon payment of the applicable fee, the owner shall be furnished with a dog tag bearing the serial number and the year to which it applies.
- 3.6 The Municipality shall keep a record showing the name and address of the owner, description of the dog and serial number of the tag.
- 3.7 The tag shall be fixed securely on the dog for which it was issued at all times until such time as the tag is renewed or replaced.
- 3.8 When a tag has been lost, an application shall be made for a replacement tag.
- 3.9 The application for a replacement tag shall be accompanied by proof that the current year's fee has been paid and the applicable replacement tag fee.
- 3.10 Any tag issued under this by-law shall be used only for the dog which the tag is obtained and the tag shall not be transferred to any other dog.

PART 4 – IMPOUNDING OF DOGS

- 4.1 An Animal Control Officer(s) may seize and impound any dog found running at large or contravening any section of this by-law.
- 4.2 Every dog seized shall forthwith be delivered to the Poundkeeper.
- 4.3 The Poundkeeper shall keep a record of every dog impounded or seized, including the date it was impounded, a description of the dog, the tag number, if applicable, and the date of disposition and the disposition made.
- 4.4 Possession of the dog may be restored to the owner if the owner claims possession of the dog within three (3) days (exclusive of statutory holidays and Sundays) after the date of seizure or impounding subject to Section 4.6.
- 4.5 A dog so impounded shall be held for a period of three (3) days, exclusive of the day when such an animal was impounded, Sundays and Statutory holidays, and if not claimed and released to the owner within such a period, such dog may then be destroyed or given to the Humane Society.
- 4.6 Any dog so impounded shall not be released until the owner thereof, has paid the pound fees, at the Municipal Office or to the Animal Control Officer.
- 4.7 Where a dog is injured before or after being captured or taken into custody, or should be destroyed without delay for humane reasons or for

reasons of safety to persons or animals, the Animal Control Officer may kill the dog in a humane manner without permitting any person to reclaim the dog or without offering it for sale, and in that event no damages or compensation shall be recoverable on account of its killing.

4.8 Where a dog is found running at large, contrary to the provisions of this by-law, the Animal Control Officer(s), finding or becoming aware of such running at large, may deliver to the address of the owner of such dog a notice stating:

- a) The name and address of the owner;
- b) The tag number, if any, and a description of the dog;
- c) That the dog was found running at large;
- d) The date, time and location of the alleged offence;
- e) The applicable administration fee.

PART 5 – RABIES CONTROL

5.1 Where a dog is known to have bitten a person, the Public Health Inspector at the Elgin St. Thomas Health Unit may order the dog to be kept under a supervised quarantine for a period of 10 days, from the date of the biting incident. The Municipality shall be held responsible for the cost of such quarantine when the owner of the dog is not known.

PART 6 – KENNELS


- 6.1 A separate application shall be made for each kennel on an annual basis, as shown on the attached Schedule A.
- 6.2 No kennel shall be erected, maintained or operated unless a kennel permit has been issued.
- 6.3 Every owner of a kennel shall pay to the Municipality a kennel permit fee for each year or any portion thereof as may be established annually.
- 6.4 Every kennel shall provide adequate, properly-confining and be kept in a clean and sanitary condition free of refuse of any kind at all times.
- 6.5 The total number of dogs allowed in a kennel may be restricted by the Animal Control Officer(s).
- 6.6 Kennel premises may be inspected at any time, before a new permit is issued, renewal of a permit or upon receipt of specific complaints by the Municipality. Such inspections are to be carried out by the Animal Control Officer(s) or any other person designated by Council.
- 6.7 Proof of "up to date" membership in the Canadian Kennel Club shall be submitted with the application for kennel permit.
- 6.8 No kennel shall be established except as permitted under the applicable Zoning By-law.
- 6.9 Where an owner or operator of a kennel fails to maintain the required standards or is guilty of an infraction under any part of this by-law, the permit may be suspended or revoked.
- 6.10 A hearing in respect of a proposed suspension or revocation shall be held before Council or a committee thereof.

PART 7- ENFORCEMENT

- 7.1 Any person who contravenes any provision of this by-law is guilty of an offence and is liable to a fine as provided for in the *Provincial Offences Act*
8. By-laws 2002-15 and 200424 are hereby repealed.

READ A FIRST AND SECOND TIME THIS 13TH DAY OF OCTOBER, 2005.

READ A THIRD TIME AND FINALLY PASSED THIS 13TH DAY OF OCTOBER, 2005.


MAYOR


CLERK

SCHEDULE "A"

BY-LAW 2005-74
MUNICIPALITY OF WEST ELGIN

APPLICATION FOR KENNEL PERMIT

Name of Kennel: _____

Owner: _____
(Full Name)

Mailing Address: _____

Telephone Number: (Home) _____ (Business) _____
(If more than one registered owner with a different address or telephone number, attach a separate sheet)

Legal Description of Property on which Kennel is to be operated:

Professional Affiliations of Applicant:

Canadian Kennel Club Yes () No ()

Ontario Dog Kennel organization yes () No ()

Other (specify _____

Breed of dogs: _____

Calendar year for which permit is requested: _____

Is this application a renewal: Yes () No ()

NOTE: Applicant must attach hereto a diagram showing:

- The true shape and dimensions of the property (drawn to a scale of 500:1)
- The location, height and dimensions of the kennel structure (drawn to scale of 100:1)
- The location and dimensions of all runs used in connection with the kennel (drawn to a scale of 100:1)
- The location and dimensions of all other buildings and structures on the property, and their distances from kennel structures.

STATEMENT OF FACT

I/We _____ hereby make application for the following permit. As part of this application, I/We make the following statement of fact:

1. The information set forth in this application is true and accurate.
2. I/We agree to comply with all By-laws and Regulations of the Municipality of West Elgin, it being expressly understood that receipt of a permit does not relive the owner from complying with all the said by-laws or Regulations. I/We further agree that if the license is revoked for any cause of non-conformance of the said By-laws or regulations that in consideration of the issue of the permit all claims are waived arising therefrom against the Municipality of West Elgin.
3. I/We understand that making a false Statement of Fact may result in the application for a permit being refused.

This Statement of Fact was made
Before me on _____, 20__.

Witness: _____
Name

Applicant: _____

Address

Applicant: _____

Telephone Number

FOR MUNICIPAL USE ONLY:

1. Animal Control Officer:
New Permit: Inspection completed: _____
(Date)
New/Renewal Comments: _____

Permit Recommended? Yes () No ()

(Animal Control Officer) (Date)
 2. Clerk:
Property zoned: _____ Compliance: Yes () No ()

(Clerk) (Date)
 3. Building Department:
Based on upon drawing submitted, a building permit _____ required.
(is or isn't)
Comments: _____

Chief Building Official (Date)
- Permit issued: _____
(Date) (Issued by)

SCHEDULE "B"
BY-LAW 2005-74
MUNICIPALTY OF WEST ELGIN
KENNEL PERMIT

Kennel Permit No. _____ Year: _____

Date Issued: _____

Name of Kennel: _____

Applicant: _____
(Full Name)

Mailing Address: _____

Telephone Number: (Home) _____ (Business) _____

Lot No. _____ Conc./Plan No. _____ Municipal Address _____

Permit fee of _____ dollars received this _____ day of _____ 20____

This kennel permit is issued to the owner described above, being the owner of the kennel of dogs that are registered or eligible for registration with an association incorporated under the *Animal Pedigree Act* (Canada), subject to the provisions of the *Municipal Act* and to the by-laws of the municipality. No further fees in respect of such dogs is payable.

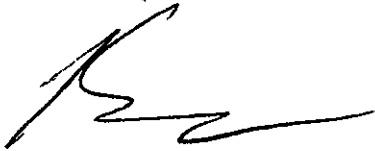
Signature of Issuer

Original to owner
Copy for municipaltiy

ONTARIO COURT OF JUSTICE
PROVINCIAL OFFENCES ACT
PART I

IT IS ORDERED pursuant to the provisions of the Provincial Offences Act and the rules for the Ontario Court of Justice that the amount set opposite each of the offences in the schedule of offences under the Provincial Statutes and Regulations thereunder and Municipal By-law No. 2005-74, of the Municipality of West Elgin, attached hereto are the set fines for those offences. This Order is to take effect July 14, 2009.

Dated at London this 14th day of July, 2009.



Kathleen E. McGowan
Regional Senior Justice
West Region

THE CORPORATION OF THE MUNICIPALITY OF WEST ELGIN BY-LAW NO. 2005-74 TITLE: Dogs
(PART 1 - PROVINCIAL OFFENCES ACT)

ITEM	COLUMN 1	COLUMN 2	COLUMN 3
	Short Form Wording	Provision Creating or Defining Offence	Set Fine
1.	Keep more than three (3) dogs – household	S. 2.1	\$115.00
2.	Keep more than three (3) dogs – premises	S. 2.1	\$115.00
3.	Owner allow dog to run at large	S. 2.3	\$115.00
4.	Owner permit dog to run at large	S. 2.3	\$115.00
5.	Owner cause dog to run at large	S. 2.3	\$115.00
6.	Permit leashed dog to enter upon private property without consent of owner of property – owner	S. 2.4	\$55.00
7.	Permit leashed dog to enter upon private property without consent of owner of property – other person	S. 2.4	\$55.00
8.	Fail to remove/dispose of dog excrement – private property	S. 2.6(a)	\$55.00
9.	Fail to remove/dispose of dog excrement – municipally owned lands	S. 2.6(b)	\$115.00

NOTE: The penalty provision(s) for the offence(s) indicated above is Section 7.1 of the By-Law 2005-74, a certified copy of which by-law has been filed.

THE CORPORATION OF THE MUNICIPALITY OF WEST ELGIN			BY-LAW NO. 2005-74		TITLE: Dogs	
(PART I – PROVINCIAL OFFENCES ACT)						
ITEM	COLUMN 1	COLUMN 2	COLUMN 3			
	Short Form Wording	Provision Creating or Defining Offence	Set Fine			
10.	Permit dog to bark, howl, or make noise likely to disturb inhabitants	S. 2.9	\$115.00			
11.	Fail to register dog within one month of becoming owner	S. 3.1	\$55.00			
12.	Fail to register dog annually	S. 3.2	\$55.00			
13.	Fail to vaccinate dog against rabies	S. 3.4	\$55.00			
14.	Fail to affix tag to dog	S. 3.7	\$55.00			
15.	Erect kennel without permit	S. 6.2	\$115.00			
16.	Maintain kennel without permit	S. 6.2	\$250.00			

NOTE: The penalty provision(s) for the offence(s) indicated above is Section 7.1 of the By-Law 2005-74, a certified copy of which by-law has been filed.

THE CORPORATION OF THE MUNICIPALITY OF WEST ELGIN BY-LAW NO.2005-74 TITLE: Dogs
(PART I – PROVINCIAL OFFENCES ACT)

ITEM	COLUMN 1	COLUMN 2	COLUMN 3
	Short Form Wording	Provision Creating or Defining Offence	Set Fine
17	Operate kennel without permit	S. 6.2	\$250.00
18.	Fail to pay kennel fee	S. 6.3	\$55.00
19.	Fail to keep kennel in clean condition	S. 6.4	\$250.00
20.	Fail to keep kennel in sanitary condition	S. 6.4	\$250.00

NOTE: The penalty provision(s) for the offence(s) indicated above is Section 7.1 of the By-Law 2005-74, a certified copy of which by-law has been filed.

THE CORPORATION OF THE MUNICIPALITY OF WEST ELGIN

BY-LAW NO. 2011-24 (ANIMAL CARE AND IMPOUNDMENT BY-LAW)

WHEREAS sections 9 to 11 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (hereinafter referred to as “Municipal Act”), confer the power to pass by-laws regulating or prohibiting animals to a lower tier municipality;

AND WHEREAS section 103 of the Municipal Act confers the power upon a municipality to pass a by-law to provide for seizure and impounding of animals being at large or trespassing and the sale of impounded animals under certain conditions;

AND WHEREAS section 391 of the Municipal Act enables a municipality to pass by-laws imposing fees or charges on any identifiable class of persons for services or activities provided to or done by or on behalf of the persons within such identifiable class;

AND WHEREAS Council for The Corporation of the West Elgin deems it expedient to ensure that animals are kept and treated in a humane manner and that the owners of animals provide good quality care and security to those animals;

NOW THEREFORE THE COUNCIL FOR THE CORPORATION OF THE MUNICIPALITY OF WEST ELGIN ENACTS AS FOLLOWS:

DEFINITIONS

1. In this By-Law,

“animal” means any member of the animal kingdom, other than human, as defined in the Municipal Act;

“animal enclosure” means an enclosed place for the keeping of animals, but the yard of a property where fencing has been erected on or along the property lines for the purposes of enclosing, in whole or in part, the yard itself, shall not be deemed to be an animal enclosure;

“Animal Control Officer” means the person or company, or their employees, under contract with the Municipality to enforce the requirements of this By-Law, or an employee of the Municipality of West Elgin employed to administer and enforce the requirements of this By-Law;

“at large” or “trespass” means an animal being at any place other than the premises of the owner of the animal and not under the control of the owner or a person acting on behalf of the owner;

“Corporation” means The Corporation of the Municipality of West Elgin;

“Council” means the Council of The Corporation of the Municipality of West Elgin;

“impounded” shall mean seized, delivered, received, or taken into the pound or any other suitable location and facility, including any authorized vehicle operated by or under the direction of an officer for purposes of transporting of such animal pursuant to the authority provided by the provisions of this By-Law;

“keep” means to have temporary or permanent control or possession of an animal;

“Municipality” means the Municipality of West Elgin;

“officer” is the Animal Control Officer or pound keeper designated by the Council, a Municipal By-Law Enforcement Officer designated by the said Council, and/or a Police Officer providing police services to the Municipality;

“owner” means a person who keeps, harbours, or has custody of an animal, and, in the case of a minor, “owner” means the person responsible for the custody of the minor; provided that, if there is more than one owner of an animal, there are jointly and severally “owner”;

“person” means an individual, partnership, association, firm, or corporation;

“pound” means those premises permanently or temporarily designated by the Corporation for the detention, maintenance, or disposal of animals that have been impounded by an officer pursuant to the provisions of this By-Law and shall include any building or buildings and/or enclosures maintained on behalf of the Corporation by any person or organization as is duly authorized to do so for the purposes of carrying out the provisions of this By-Law and shall also include any premises privately owned by another person who has agreed to accept animals on behalf of the Corporation for purposes of temporary impoundment;

“pound keeper” means the person or organization responsible for maintaining a pound utilized by the Corporation for the purpose of enforcing and carrying out the provisions of this By-Law;

“sanitary condition” means a condition that does not result in an accumulation of fecal matter, odour, insect infestation, or rodent attractants which endanger the health, comfort, or convenience of any person or animals.

ADMINISTRATION AND ENFORCEMENT

2. The Animal Control Officer shall be responsible for the administration of this By-Law and the said Animal Control Officer, a By-Law Enforcement Officer, and/or Police Officer providing police services to the Corporation shall be responsible for the enforcement of and may enforce this By-Law.

KEEPING OF ANIMALS

3. Every owner of an animal shall treat the animal in a humane manner, including but not limited to the provision of:
 - a) A shelter for the animal that is adequate for its size and breed;
 - b) Adequate amounts of potable water for the animal; and
 - c) Food of a type and in amounts nutritionally adequate for the animal.
4. No person shall keep an animal in an unsanitary condition.
5. Sections 3 and 4 and do not apply to:

- a) An animal hospital or clinic that is lawfully operated and supervised by a veterinarian licensed by the Ontario Veterinary Association;
- b) A pound or shelter lawfully operated by the Corporation or the Ontario Society For The Prevention of Cruelty to Animals (OSPCA);
- c) Any organization permitted by law to provide protection and humane treatment for animals;
- d) Any person rendering emergency treatment to an injured or abandoned animal;
- e) The Corporation or other governmental authority while lawfully operating a public park, exhibition, zoological garden, and the maintaining animals therein;
- f) Persons operating premises registered as research facilities under the Animals for Research Act, R. S.O. 1990, c. A-22, as amended, or the persons in charge, or the employees thereof, during the course of their duties.

ANIMAL ENCLOSURES

- 6. Every owner of an animal shall ensure that the animal enclosure provided for the animal meets the following requirements, regardless of whether the animal enclosure is located indoors or outdoors:
 - a) The animal enclosure shall be of a size and in a condition such that the animal may:
 - i) Extend its legs, wings, and body to the full natural extent;
 - ii) Stand;
 - iii) Sit; or
 - iv) Perch.
 - b) Every reptile, fish, and amphibian shall be provided with an enclosed space adequate for the needs of the species.
 - c) The enclosure is of such a nature and condition that the animal contained therein would not be harmed and its health would not be negatively affected by reason of being placed in such an animal enclosure.
 - d) Every animal contained therein may be readily observable unless the natural habits of the animal require otherwise.
 - e) The animal enclosure is kept in a clean and sanitary condition.
 - f) The animal enclosure is kept free of offensive odours.
 - g) The animal enclosure is escape proof.
- 7. Compliance with the requirements under this section of this By-Law does not exempt any person from compliance with other applicable laws and by-laws, including but not limited to the Building Code Act, 1992, as amended, and the Municipal By-Law requiring the fencing of livestock.
- 8. Every owner shall allow any officer to carry out an inspection of the premises where an animal or animals of the owner are kept or to make inquiries deemed necessary for the purposes of ensuring compliance with this By-Law.

ANIMALS AT LARGE

- 9. No owner shall cause or permit an animal to be at large.

SEIZURE AND IMPOUNDMENT

10. Any animal found to be at large contrary to this By-Law may be seized by an officer.
11. An officer may take possession of an animal for the purpose of providing protective care to it at any time when the officer deems it necessary to provide protective care to the animal.
12. Any animal seized under this By-Law shall be impounded for a period of five (5) days, exclusive of the day in which the animal was impounded and any intervening statutory holidays and Sundays, unless:
 - a) The animal is redeemed by the owner during this period of impoundment in accordance with the provisions of this By-Law;
 - b) In the opinion of the officer, the animal should be euthanized or should receive veterinary care immediately.
13. The owner of an animal impounded pursuant to this By-Law may redeem the animal upon payment of the appropriate seizure and impoundment and maintenance fees and associated charges for the time of the impoundment, including original seizure, as set forth in Schedule “A” to this By-Law.
14. If an animal is not redeemed within the time period specified in this By-Law, the animal shall become the property of the Corporation and may be:
 - a) Sold, privately, by auction, or by other commercially reasonable means; or
 - b) Euthanized at the direction of the Animal Control Officer.
15. An Animal Control Officer, pound keeper, or By-Law Enforcement Officer, after consultation of and/or examination of such animal by a veterinarian, if available, may euthanize an animal without delay without permitting any person to redeem it if:
 - a) The animal seized and impounded under this By-Law is seriously injured or ill and should be euthanized without delay for humane reasons;
 - b) Euthanasia of the animal seized and impounded under this By-Law as necessary for the safety of persons.
16. Where, in the opinion of the Animal Control Officer, pound keeper, or By-Law Enforcement Officer, an animal seized and impounded under this By-Law is injured and requires the services of a veterinarian or veterinary surgeon, the said Animal Control Officer, pound keeper, or By-Law Enforcement Officer shall arrange for such services and, in addition to any amount charged under this section of the By-Law and pursuant to Schedule “A” hereto, the Corporation is entitled to charge the owner of the animal the cost of the veterinary care invoiced to the Corporation at the direction of the Animal Control Officer.
17. In the event that any animal impounded pursuant to this By-Law and for which impoundment and maintenance charges and reimbursement of any veterinary services becomes chargeable to the owner, the Corporation may deem such charges as property taxes and thereafter add same to the tax roll accruing to any property of the owner located within the

Municipality and thereafter collect those charges from the said owner in the same manner as property taxes.

QUARANTINE OF ANIMALS

18. If, in the opinion of the local Health Unit or an officer, an animal shall be put in quarantine, the owner of the animal shall:
 - a) Comply with the quarantine order of the Health Unit or officer; and
 - b) Be responsible for the costs associated with the quarantine, including the costs of any veterinary care required for the animal and any other applicable fees.
19. In the event that the owner of the animal fails or refuses to pay the costs associated with the quarantine as set forth in s. 18 b) above, then the Corporation may arrange for such quarantine and, in addition to any amount charged under this section of the By-Law and pursuant to Schedule "A" hereto, the Corporation may deem such costs and charges as property taxes and thereafter add same to the tax roll accruing to any property of the owner located within the Municipality and thereafter collect those costs from the said owner in the same manner as property taxes.

PAYMENT OF CHARGES/COSTS

20. Every person responsible for the payment of any charges, costs, and expenses incurred under this By-Law shall make such payment in full upon demand by the Corporation.
21. The payment of any fees and charges as required under this By-Law does not constitute partial or full payment of any fines imposed by a Court of competent jurisdiction for an offence committed under this By-Law or any other By-Laws.

OFFENCE

22. Every person who contravenes any provision of this By-Law is guilty of an offence and is liable to a fine and other penalties imposed pursuant to the Provincial Offences Act, 1990, c. P-33, as amended.

VALIDITY

23. If a Court of competent jurisdiction declares any provision or provisions, or part thereof, of this By-Law as invalid, it is the intention of Council that the remainder of the By-Law shall continue to be in force.

CONFLICT

24. In the event of conflict between the provisions and effect of this By-Law and any other By-Law of the Municipality, including but not limited to By-Law 2002-15 as relating to the licensing and regulating of the keeping of dogs and prohibiting the running at large of dogs within the limits of the Municipality, the provisions and effect of such other By-Law shall prevail.

EFFECTIVE DATE

25. This By-Law shall come into full force and effect on the day of its final passing thereof.

SHORT TITLE

26. This By-Law shall be referred to as the “Animal Care and Impoundment By-Law”.

READ A FIRST AND SECOND TIME this 24th day of March, 2011.

READ A THIRD TIME and FINALLY PASSED this 24th day of March, 2011.

”Bernie Wiehle”
MAYOR

”Norma I. Bryant”
CLERK

**SCHEDULE “A”
to BY-LAW NO. 2011-24**

Charges

- | | |
|--|--|
| 1. Seizure Fee | \$150.00 per animal plus travel fees charged by seizing person or agency to a maximum of \$1.00 per kilometer |
| 2. Impound/Maintenance/Quarantine Fees | \$10.00 per day per animal or as charged by third party supplier of pound/quarantine facilities, whichever is greater (exclusive of any associated veterinary charges/ expenses) |
| 3. Administrative Fee | 5 percent of all fees chargeable as set forth above. |

Note: In addition to fees and charges set forth above, any and all applicable taxes shall also be charged.



Staff Report

Report To: Council Meeting
From: Jana Nethercott, Clerk
Date: 2020-10-08
Subject: Appoint Court of Revision – Arvai Drain

Recommendation:

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Appoint Court of Revision – Arvai Drain; and

Whereas Courts of Revision have been scheduled on October 22, 2020 at 9:30 a.m. for the Arvai Drain; therefore

Be it resolved that West Elgin Council hereby appoints the all members of Council to the Court of Revision for the Arvai Drain

Purpose:

The purpose of this report is to appoint members to the Courts of Revision for the Arvai Drain

Background:

The *Drainage Act, R.S.O. 1990*, required a Court of Revision be held for the purpose of receiving appeals to the assessments for drainage work, as set out in the engineers report. The Court may have three (3) or five (5) members and if two municipalities are involved one (1) member must be from the affected municipality. The Court must be held at least twenty (20) days after but not more than thirty (30) days after mailing the notice.

Financial Implications:

There are no financial implications associated with this report.

Policies/Legislation:

Drainage Act, R.S.O. 1990



Staff Report

Report To: Council Meeting
From: Jana Nethercott, Clerk
Date: 2020-10-08
Subject: Appoint Engineer – Request for Drainage Works

Recommendation:

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Appoint Drainage Engineer – Request for Drainage Works; and

That West Elgin Council hereby appoints Spriets & Associates to prepare a report for the improvement of the Poole Outlet Drain.

Purpose:

To provide Council with the request for drainage works filed by Marijn Fleuren, representative of Fleuren Agri Inc. on 20638 McDougal Line, as shown on attached map.

Background:

A Notice of Request for Drainage Improvement under Section 78 of the *Drainage Act* was filed with the Municipality of West Elgin on September 30, 2020.

Policies/Legislation:

Drainage Act

Related Documents:

Notice of Request for Drainage Improvement – Poole Outlet Drain
Location Map

Notice of Request for Drain Improvement

Drainage Act, R.S.O. 1990, c. D.17, subs. 78(1)

To: The Council of the Corporation of the Municipality _____ of West Elgin

Re: Poolc Outlet Drain
(Name of Drain)

In accordance with section 78(1) of the *Drainage Act*, take notice that I/we, as owner(s) of land affected, request that the above mentioned drain be improved.

The work being requested is (check all appropriate boxes):

- ☒ Changing the course of the drainage works;
- ☐ Making a new outlet for the whole or any part of the drainage works;
- ☐ Constructing a tile drain under the bed of the whole or any part of the drainage works;
- ☐ Constructing, reconstructing or extending bridges or culverts;
- ☐ Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, pumping stations or other protective works in connection with the drainage works;
- ☐ Otherwise improving, extending to an outlet or altering the drainage works;
- ☐ Covering all or part of the drainage works; and/or
- ☐ Consolidating two or more drainage works.

Provide a more specific description of the proposed drain improvement you are requesting:

Re - routing open drain that cuts across corner of farm field thus eliminating a farm crossing

Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description

Con 5 S Pt lots 1, B

Ward or Geographic Township

Aldborough

Parcel Roll Number

020-00500

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request a drain improvement.

Corporation**Corporate Ownership**

Name of Signing Officer (Last Name, First Name) (Type/Print)

Fleuren, Marijn

Name of Corporation

FLEUREN AGRI INC.

Position Title

President

Signature



Date (yyyy/mm/dd)

2020/09/30

I have the authority to bind the Corporation.

Enter the mailing address and primary contact information of property owner below:

Last Name

MAR FLEUREN

First Name

MARIJN

Middle Initial

Mailing Address

Unit Number

Street/Road Number

20591

Street/Road Name

McDougall Line

PO Box

City/Town

Rodney

Province

ON

Postal Code

N0L 2C0

Telephone Number

519-636-8969

Cell Phone Number (Optional)

Email Address (Optional)

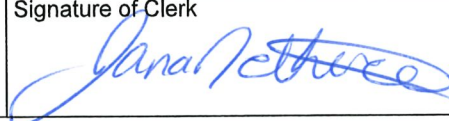
To be completed by recipient municipality:

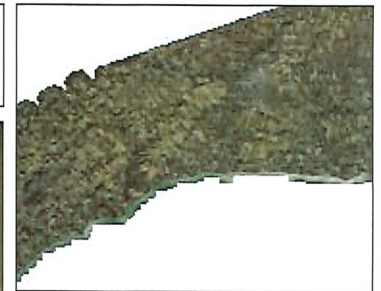
Notice filed this 30th day of September 20 20

Name of Clerk (Last Name, First Name)

Nethercott, Jana

Signature of Clerk





Legend

-  Parcels
-  Boundary
-  Elgin Road Network
-  Elgin Road Network
-  Elgin Road Network
-  Lagoons
-  World Imagery

Notes

0.9 0 0.45 0.9 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere
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This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Minutes



Youth Task Team

Date: September 15th 2020

Time: 5:30 to 7:30 pm

Location: WECHC (In person) & via Zoom

Chair: Kristyn Munroe

Recorder: Kellie

Attendees: Kristyn Munroe (WECHC), David James (WECHC Board Member), Jessica Austin (SWPH), Angela Kelly (SWPH), Jessica Ross (Wellkin), Troy Carlson (OPP), Taraesa Tellier (Municipality of West Elgin), Trish Corneil (Municipality of Dutton Dunwich), Avory Tellier (Youth Ambassador), Kellie Coelho (YWCA)

Guests:

Regrets: Destiny & Selena (Youth Ambassador Co-Chairs)

#	Time (est)	Topic	Desired Outcome (<i>update, input, evaluate, decide, share</i>)	Individual Responsible	Discussion/Action
1	10min	Introductions	Share/ Evaluate	All	Kristyn welcomed everyone and members introduced themselves
2		Approval of agenda	Decide	All	Agenda approved as presented
3		Approval of minutes	Decide	All	Minutes were not taken during last discussion re: updates based on COVID implications; none presented for approval
4	?	Background Information	Share	Kristyn	<p>Kristyn provided background information regarding the Youth Task Team - its evolution, challenges and successes over time.</p> <p>More recently, the Youth Collective Impact initiative began (approx.. 4 years ago) with workshops and coaching support granted to define and determine goals in support of youth.</p> <p>Population-level outcome goal is “to increase a sense of community for youth aged 12 to 19 by 10% in the West Elgin and Dutton Dunwich communities by 2024.”</p>

					<p>Launch grant was successful and took place over 9 months to action items from Theory of Change and plan including completion of a situational assessment with support of students from Western, development of a Youth Charter, hosting a launch event etc.</p> <p>Execution grant to continue moving forward was applied for and successful for 90K. Moving forward has been on hold since the start of the pandemic. WECHC and SWPH are leads on grant and have met a couple of time(s) to discuss/plan.</p>
5	15min	Youth Ambassadors Update	Update	Youth Ambassador Co-Chairs	<p>Update on YEA, Youth Chatter and recruitment</p> <p>Kristyn shared that the group is constantly evolving with some youth continuing on from launch grant phase and new youth joining in with approx.. 7-8 youth involved currently.</p> <p>In the absence of Youth Ambassador Co-Chairs, Avory was welcomed as a Youth Ambassador and invited to share any updates on tasks and/or youth perspectives. Avory shared participation in activities with youth including youth drop of with electronics, planning food drives, playing Kahoot for gift cards etc.</p> <p>Avory expressed that some friends don't know how to access supports or services that are available (ie. getting a job).</p> <p>Kristyn added youth efforts underway to enhance social media presence, creation and distribution of over 100 masks by youth for youth in the community, preparing approx.. 75 youth care packages, development of a resource toolkit for youth. In addition to virtual meetings, three in-person meetings have been hosted with youth outside with safety measures so far and meeting plans will be re-evaluated as weather changes. Kristyn shared that some funds from launch phase were allocated to develop a presentation kit and a meeting kit including items such as blue tooth speaker, chromebook, projector and additional supplies that can be signed out by youth for activities within the community. More comfortable chairs were requested by youth and approx.. 15 stadium style chairs were also purchased. 1 day of coaching/consultant support remain set aside for future.</p> <p>Jessica R shared discussion from Community Action Network (CAN) Youth Engagement Sub-committee (YES) including youth experiences of:</p>

					<ul style="list-style-type: none"> - adults being dismissive of youth interested in politics - perception/assumption that many services are still closed - challenge in navigating mental health services - stress and anxiety re: school, unknown etc. <p>and importance of youth having time to gather information/prepare to share youth chatter on behalf of others. Members shared additional information of youth experiences of:</p> <ul style="list-style-type: none"> - Limited access to healthy foods (food bank items do not often include fresh produce) - Lack of trust (ie. with school system, police and/or caring adults) and/or knowing where to get info <p>Kristyn shared that WECHC currently receiving weekly donation of fresh produce from Teen Challenge on Mondays – ACTION: please connect with Kristyn on more information around accessing produce for youth</p>
6	30min	Current status of CI Grant	Evaluate/ Input/Decide	Kristyn/Jessica	<p>Where do we currently stand?</p> <p>1. Community Theory of Change:</p> <p>Kristyn reviewed the theory of change; Language of community theory of change was edited/updated by youth to be clearer and more meaningful.</p> <p>ACTION: Kristyn will provide update with minutes; 5 strategy areas of TOC based off of Ottawa Charter for health promotion; short term activities (2021) accomplishments and goals set for next term were reviewed with members with focus to:</p> <ul style="list-style-type: none"> - support youth with increased knowledge/awareness of opportunities and link to communication strategy - support training for adult allies in the community (ie. safe talk, youth engagement, mental health first aid etc.) for adults to have the resources they need to be supportive of youth; - system level changes led by SWPH - collaboration on addressing barriers. <p>With Wellkin, youth have developed adult ally training that will be facilitated by youth with adjustments being made to be piloted over zoom – timeline to be determined. May be an opportunity for youth to also facilitate for adults in Western Elgin.</p>

					<p>Youth friendly designated space and small pockets of funds may be available to support community groups in creating youth dedicated and youth friendly spaces. Community partners will need to show proof of consulting with youth in the community before receiving support in their youth friendly/dedicated spaces.</p> <p>2. Community influencers list/situational assessment: There was a lengthy conversation around increasing our capacity via community influencers. These are the people in our community who are working with youth at a grass roots level. We are not asking these individuals to attend meetings or dedicated time at a committee level but we are asking them to like our Facebook page and assist the team in spreading the message. These community influencers could be coaches, youth group leaders, adult allies etc. ACTION: If you are aware of someone who in the community who fits this profile please forward their name and contact information to Jessica A. (SWPH) or Kristyn (WECHC)</p> <p>What initiatives are underway?</p> <p>1. Social media platforms Youth Task Team Facebook page, Instagram – posting about 1x/week; ACTION: youth please reach out to Kristyn to post; ACTION: Please support youth, community members and stakeholders to like YTT Instagram page, follow the YTT facebook page with goal to build social media presence.</p> <p>2. Marketing tools (logo, masks, ideas?) – YTT info distributed with masks, YTT branded bandanas & YTT youth resource toolkits included in youth care packages; ACTION: Please reflect on marketing tools to assist in building social media presence to discuss at next meeting</p>
7	30min	Data/Shared Measurement	Share/Decide	Jessica	<p>1. Presentation: Planet Youth data collection/Community Index of Wellbeing data</p> <p>CIW completed in 2014, redone in 2019 -report/data may be available by November 2020; Data from 2019 re: sense of belonging may be completely different now in light of impacts of COVID and various shifts in how our communities look.</p> <p>Jessica provided presentation of Planet Youth and model developed in Iceland</p>

					<p>(1998) around creating environments that are low in risk factors and high in protective factors. Based on 5 guiding principles around a “primary preventative approach to enhance social environment.” ACTION: Jessica will provide presentation to be attached with minutes along with specific questions for consideration by group members;</p> <p>2. Charter (are the needs of youth being met in these times? Do we have gaps needing to be filled?) DEFERRED DISCUSSION TO NEXT MEETING</p>
8	30min	Next Steps	Input/Decide	Kristyn	<p>Execution Grant work plan Discussion on submitting an execution grant application Community Partnership agreements/data sharing agreements Community Influencers/recruitment/promotion DEFERRED ITEMS FOR DISCUSSION AT NEXT MEETING; For now, collective focus is to increase facebook presence and social media platforms, gather information on community influencers and grassworks networks and support youth actions; Request to consider/confirm start date of Youth CI Execution phase with funder has been received. Difficulty of committing to anything at this time with so many unknowns was discussed. ACTION: Kristyn will follow up with Tamer on urgency of confirming start date. Ability/capacity to move forward in January to be considered by members.</p>
9	1min	Meetings moving forward	Decide	Kristyn	<p>Capacity to meet monthly? Or bi-monthly? Action oriented? Capacity to meet while working through COVID? In person vs online Next meeting date: DISCUSSION DEFERRED; Next meeting date TBD</p>

**Ministry of
Municipal Affairs
and Housing**

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**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
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Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2020-4339

October 1, 2020

Dear Head of Council:

Under the federal-provincial Safe Restart Agreement, the Ontario government is providing up to \$4 billion in emergency assistance so that municipalities are supported as they respond to COVID-19. Funding for municipalities under the Safe Restart Agreement is being provided through four streams: the Social Services Relief Fund and Municipal Operating Funding that are being implemented by my ministry, as well as funding streams for public health and transit being administered by the Ministry of Health and Ministry of Transportation respectively. On August 12, 2020, I wrote to advise of your municipality's allocation under Phase 1 of the Municipal Operating Funding stream. The ministry is currently in the process of making those payments. Today, I am writing to provide information on applying for additional funding under Phase 2 of the Municipal Operating Funding stream.

Our government recognizes that municipalities play a key role in delivering the services that Ontarians rely on and are at the frontlines of safely reopening our economy. Through Phase 2, we are committed to providing further financial support to those municipalities that require additional funds to address extraordinary operating expenditures and revenue losses arising from COVID-19 in 2020, over and above the allocation provided under Phase 1.

Our government chose to distribute a very significant level of funding to municipalities under Phase 1 – \$695 million in total – because we wanted to ensure all municipalities across our province could continue to deliver the important services their residents and businesses rely on while supporting the safe reopening of our economy. For a majority of municipalities, I anticipate this Phase 1 funding, together with the actions you have taken to find efficiencies and address shortfalls, will be sufficient to manage 2020 financial pressures arising from COVID-19. However, for the group of municipalities that has been hardest hit financially by COVID-19, additional funding may be needed.

Requests for Phase 2 funding are due on October 30, 2020 and detailed information about how to apply is now available to municipalities through the Transfer Payment Ontario (TPON) system.

One of the requirements is a council resolution requesting financial assistance under Phase 2. I want to emphasize that councils are responsible for assessing the financial situation of their municipalities and proceeding with an application under Phase 2 only if further assistance is needed to address COVID-19 pressures in 2020. Municipalities that cannot demonstrate 2020 COVID-19 financial pressures in excess of their Phase 1 funding allocation will not be considered for additional funding under Phase 2.

In addition to a resolution of your municipal council, a reporting template must be completed by the municipal treasurer as part of a municipality's Phase 2 application package. This report is designed to provide an overall picture of the municipality's 2020 financial position and information about service adjustments, use of reserves, and other measures being taken to manage 2020 COVID-19 operating impacts. Our government will allocate Phase 2 funds to only those municipalities that need additional financial assistance. The report also asks for information about your municipality's strategies for finding efficiencies and modernizing services. I look forward to learning about the transformative work that I know is happening across Ontario's municipal sector and your efforts to keep taxes low for families in your communities.

We are not requiring municipalities to submit information about COVID-related costs and revenue losses on a line-by-line basis, and as such the program will not offer a direct line-by-line reimbursement for all COVID-related operating expenditures and revenue losses reported. The federal government has stepped up. Our government is providing an unprecedented level of provincial funding to support municipalities. And we recognize that municipalities also have a critical role to play in finding efficiencies and taking all available measures to address the financial challenges brought by COVID-19 so that they can continue to invest in infrastructure and deliver the services their communities rely on during this extraordinary time.

As noted above, detailed information about how to apply for Phase 2 funding is now available on Transfer Payment Ontario. The ministry will also offer webinars to support treasurers and other municipal officials in understanding Phase 2 application requirements and how to complete the required reporting template. **Please note that the deadline to submit applications is October 30, 2020.** Municipalities may request an extension November 6, 2020, but as noted in my letter of August 12, 2020, we will be unable to consider applications received after this date. I understand this timeline is tight, but it is necessary to allow us to allocate funds to municipalities prior to the end of the municipal fiscal year and meet our commitment to municipalities that need additional help to manage 2020 financial impacts arising from COVID-19. Municipalities who are eligible and approved to receive funding under Phase 2 will be informed before the end of the calendar year and can expect to receive a payment in early 2021.

I will continue to be a strong champion for municipalities as our government charts a path to a safe, strong economic recovery. I extend my thanks to all 444 municipal heads of council for your continued efforts to keep all of our communities across this province safe and to deliver the services your residents and businesses need. Working together, we will get Ontario back on track.

Sincerely,



Steve Clark
Minister of Municipal Affairs and Housing

c. Chief Administrative Officers and Treasurers

Solicitor General

Office of the Solicitor General

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132-2020-3484

By email

October 2, 2020

Dear Head of Council:

The Ministry of the Solicitor General is committed to keeping communities across Ontario safe, supported and protected. I would like to take this opportunity to share some information with your municipality regarding the anti-racism initiatives of my ministry and the Anti-Racism Directorate (ARD), the regulatory work being done to bring the *Community Safety and Policing Act, 2019*, into force, new police oversight measures, police training as it relates to de-escalation, mental health and diverse communities, mental health and addictions initiatives and investments, Community Safety and Well-Being (CSWB) Planning and police-hospital transition protocol.

Anti-Racism

Our government has zero tolerance for hate, racism or discrimination in all its forms. We share a responsibility to speak out and act against racism and hate and build a stronger society. Our government is committed to addressing racism and building a stronger, more inclusive province for us all.

I am proud to be the minister responsible for Ontario's Anti-Racism Directorate (ARD), which leads strategic initiatives to advance anti-racism work across government with a plan that is grounded in evidence and research. Through the ARD, the government continues to invest in community-led research, public education and awareness initiatives. This includes investments to the Canadian Mental Health Association (CMHA) Ontario to undertake research that seeks to identify key mental health issues impacting survivors of victims of homicide violence in Ontario.

Community Safety and Policing Act, 2019

Our government is also committed to addressing racism at a systemic level through the regulatory framework under the *Anti-Racism Act, 2017*, and through the work we are doing to bring the *Community Safety and Policing Act, 2019*, into force. As we work to develop regulations under the *Community Safety and Policing Act, 2019*, we will continue to engage racialized groups, including Black, South Asian, First Nation, Inuit and Métis organizations. We are committed to ensuring that Ontario's communities are well supported and protected by law enforcement and that all interactions between members of the public and police personnel are conducted without bias or discrimination, and in a manner that promotes public confidence and keeps our communities safe.

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The *Community Safety and Policing Act, 2019*, which is part of the *Comprehensive Ontario Police Services Act, 2019*, provides policing and police oversight legislation. Once in force, the *Community Safety and Policing Act, 2019*, will address a number of recommendations made by Justice Michael H. Tulloch, including:

- Mandatory training for all police service board members, the Inspector General, inspectors, police officers and special constables on human rights, systemic racism as well as training that promotes the diverse, multiracial and multicultural character of Ontario society and the rights and cultures of First Nation, Inuit and Métis Peoples;
- The requirement for each municipality that maintains a municipal board to prepare and publish a diversity plan to ensure members of the board are representative of the diversity of the population of the municipality;
- Not releasing the names of officials and witnesses in SIU investigations;
- Ensuring information made available to the public about an SIU investigation helps them understand the decision made by the SIU director; and
- Ensuring the SIU continues to publish investigative reports on its website.

New Measures for Police Oversight

Inspector General of Policing

The *Community Safety and Policing Act, 2019*, will establish an Inspector General (IG) of Policing who will be required to monitor and conduct inspections related to compliance with the Act and regulations. The IG will work with policing entities to ensure consistent application of policing across the province by measuring compliance with prescribed standards.

Key functions of the IG include:

- Consulting with, advising, monitoring and conducting inspections of police service boards, Ontario Provincial Police (OPP) detachment boards, First Nation OPP boards, OPP Advisory Council, chiefs of police, special constable employers, police services and other policing providers regarding compliance with the Act and regulations.
- Receiving and investigating, if warranted, public complaints about members of police service boards, OPP detachment boards, First Nation OPP boards and the OPP Advisory Council regarding misconduct and policing complaints regarding the provision of adequate and effective policing, failure to comply with the Act and regulations, and policies and procedures.
- Reporting inspection findings, issuing directions to remedy or prevent non-compliance with the Act and imposing measures if the direction is not complied with, or, reprimanding, suspending or removing a board member if board member misconduct is identified.
- Conducting analysis regarding compliance with the Act and regulations.
- Reporting on the activities of the IG annually, including inspections conducted, complaints dealt with, directions issued and measures imposed; and compliance with the Act and regulations.

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The Act also gives the IG and its inspectors the right to access closed police service board meetings.

Law Enforcement Complaints Agency

The *Community Safety and Policing Act, 2019* will continue the office of the Independent Police Review Director as the Law Enforcement Complaints Agency (LECA), headed by the Complaints Director.

The LECA will receive and screen complaints from the public about the conduct of police officers. In addition, the LECA will have the authority to initiate an investigation in the absence of a public complaint if, in the Complaints Director's opinion, it is in the public interest to do so.

The Complaints Director may also undertake reviews of issues of a systemic nature that have been the subject of public complaints or investigations, or that may contribute or otherwise be related to misconduct.

The Special Investigations Unit

The *Special Investigations Unit Act, 2019*, (SIU Act), once in force, will set out a new legal framework for the SIU. The SIU Act will focus and clarify the mandate of the SIU to better ensure more timely, efficient, reasonable and transparent investigations. Key changes contained in the Act will focus the SIU's investigative resources where they are needed most – on criminal activity.

The Ministry of the Attorney General will continue to consult with law enforcement, community organizations and advocates to ensure their input is incorporated into the development of regulations under the SIU Act.

Police Training

Training is developed and delivered in a manner that reinforces principles of fairness, equity and compliance with the Ontario *Human Rights Code* and *Canadian Charter of Rights and Freedoms*.

All Basic Constable Training (BCT) recruits undergo diversity-focused training designed to improve their ability to engage with the public and respond to victims of crime. This training focuses on improving recruits' understanding of the experiences of, and systemic barriers faced by, diverse communities, including racialized, Indigenous, First Nations and Metis, and Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning and Two-Spirited (LGBTQ2S) people.

Diversity and anti-racism training includes:

- Human rights framework for policing;
- Equity and inclusion;
- Harassment and discrimination;

- Defining police professional;
- Collection of Identifying Information in Certain Circumstances regulation;
- History of profiling in policing and the impact of racial profiling on the community;
- Profiling practices and the mindset behind it;
- Stereotyping;
- Bias free policing – racial profiling vs. criminal profiling;
- Hate crimes and bias incidents of a non-criminal nature; and
- Practical skills scenario that reinforces academic learning on hate crimes.

Training on Indigenous issues includes:

- Indigenous culture;
- Residential schools;
- Land claims and treaties;
- First Nations Policing;
- Cultural appropriation;
- Cultural practices; and
- Practical skills scenario that reinforces academic learning on Indigenous issues.

The Serving with Pride organization attends each intake to deliver a presentation to all recruits entitled “LGBTQ2S 101” which covers a number of issues related to the LGBTQ2S communities including historical events, current and appropriate terminology, gender expression, gender identity and other topics.

In addition to the standalone sessions, the above noted issues are interwoven and reinforced throughout the BCT program. For example, recruits are taught to respond to victims in a trauma-informed manner for all victims of crime acknowledging potentially vulnerable groups.

De-escalation and Mental Health Crisis Response Training

The Ontario Police College’s current de-escalation training emphasizes communication techniques such as establishing rapport, threat management and conflict resolution and mediation.

The training specifically addresses scenarios in which police interact with people in crisis with a goal of resolving conflicts in a manner that protects the safety of the public, the person in crisis and police officers. Officers must also undertake follow-up training every 12 months. Police services are also encouraged to have policies and procedures in place as set out in the “Use of Force” Guideline. This includes procedures for impact weapons, aerosol weapons, conducted energy weapons, firearms and use of force reporting.

Training on the BCT program is reviewed and updated to reflect the most current information after every BCT intake.

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Once in force, the *Community Safety and Policing Act, 2019*, will require all police officers, special constables and board members to successfully complete training related to human rights, systemic racism and the rights and cultures of Indigenous Peoples. This training will also be required for the new Inspector General of Policing, its inspectors, the Complaints Director at LECA and LECA investigators. This is part of the government's commitment to ensure that all interactions are conducted without bias or discrimination, and in a manner that promotes public confidence and keeps communities safe.

Mental Health and Addictions Initiatives and Investments

Dedicated Funding for Mental Health and Addictions Programs

Ontario's community mental health services include:

- assertive community treatment teams, case management, crisis intervention, early psychosis intervention, eating disorders programs, vocational programs, supportive housing and consumer/survivor initiatives, peer supports and other programs; and
- initiatives to keep people with serious mental health issues out of the criminal justice system which include, but are not limited to, court support and diversion, crisis intervention and safe beds.

In July 2018, Ontario announced its commitment to invest \$3.8 billion over 10 years, with the support of the Government of Canada, to develop and implement a comprehensive and connected mental health and addictions strategy. This includes \$174 million for mental health and addictions programs in 2019-20. As part of the \$174 million commitment of funds to support mental health and addictions in 2019-20, my ministry partnered with the Ministry of Health to announce \$18.3 million in new funding to support those affected by mental health and addictions challenges in the justice sector.

Specifically, in 2019-20, the Ministry of Health provided funding for an integrated set of mobile crisis services that assist in the de-escalation and stabilization of persons in crisis and their connection to community programming and supports to address their physical and mental well-being over the longer term, in order to prevent further crises. Five teams were implemented in 2019-20 with \$6.95 million of the \$174 million in new, annualized funding to develop and enhance mobile crisis services. Mobile crisis services partner police with community mental health organizations to respond to persons in mental health and addictions (MHA) crises and determine if the crisis:

- can be de-escalated and resolved at the scene;
- warrants further psychiatric attention at hospital emergency rooms; or
- requires short-term community stabilization and reintegration.

Part of the \$18.3 million in new funding also includes \$2.5 million for various programs run by the ministry, one of which includes de-escalation training.

Ministry of the Solicitor General Grant Programs

Apart from the dedicated funding for mental health and addictions programs highlighted above, the ministry also offers a number of grant programs that are primarily available to police services, working in collaboration with municipal and community partners, to support local Community Safety and Well-Being (CSWB) initiatives, including mental health-related programs. For example, under the 2019-20 to 2021-22 Community Safety and Policing Grant local and provincial priorities funding streams, the ministry is providing funding to 27 police services/boards for projects involving an integrated response between police and a mental health worker to respond to situations of crisis (e.g., Mobile Crisis Response Teams).

Community Safety and Well-Being Planning

The ministry developed the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet, which includes the CSWB Planning Framework and a toolkit of practical guidance documents to assist municipalities, First Nations and their community partners as they engage in the CSWB planning process. The Framework encourages communities to work with various partners across sectors to proactively identify and address local priority risks in the community before they escalate and result in situations of crisis (e.g., crime, victimization or suicide). This involves reducing the number of incidents that require enforcement by shifting to more proactive, preventative programs and strategies that improve the social determinants of health (e.g., education, housing, mental health).

In support of this work, effective January 1, 2019, the government mandated municipalities lead the development of CSWB plans which identify and address local priority risks to safety and well-being, working in partnership with police services/boards and various other sectors, including health/mental health, education, community/social services and children/youth services.

Complementary to the Framework, a Situation Table is one type of multi-sectoral risk intervention model that is being implemented across our province.

The ministry also offers the Risk-driven Tracking Database (RTD), which allows for the collection of risk-based data and helps to inform the CSWB planning process, free of charge to communities across Ontario that are engaged in multi-sectoral risk intervention models, such as Situation Tables. As of June 2020, 60 sites have been on-boarded to the RTD and any communities who are interested in being on-boarded to the RTD is encouraged to contact the ministry.

.../7

Police-Hospital Transition Protocol

Additionally, to improve front-line response to persons experiencing a mental health or addictions-related crisis, my ministry partnered with the Ministry of Health to support the Provincial Human Services and Justice Coordinating Committee and CMHA of Ontario to develop a framework for local police emergency room transition protocols for persons apprehended under the *Mental Health Act*.

On June 3, 2019, the Ministry of the Solicitor General and the Ministry of Health jointly endorsed the release of [Improving Police-Hospital Transitions: A Framework for Ontario](#), as well as the supporting toolkit, *Tools for Developing Police-Hospital Transition Protocols in Ontario*. The purpose of the framework and toolkit is to assist police services and hospitals with developing joint emergency department transition protocols, which are responsive to unique local needs, in order to ensure the seamless transfer of care for persons in a mental health or addictions crisis brought to a hospital by police officers.

I hope you find this information useful and I appreciate your municipality's support during this time of uncertainty.

Sincerely,



Sylvia Jones
Solicitor General
Minister Responsible for Anti-Racism

c: Chief Administrative Officers

Municipal Clerks



MUNICIPALITY OF **West Elgin**

The Corporation of the Municipality of West Elgin

By-Law No. 2020-72

Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for all lands within the Municipality of West Elgin.

Whereas the Council of the Corporation of the Municipality of West Elgin deems it advisable to amend By-law No. 2015-36, as amended, being the Comprehensive Zoning By-law of the Municipality of West Elgin:

Now Therefore the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. That By-law No. 2015-36, as amended, be further amended by adding the following after subsection f) to Section 1.4 Interpretation:
 - g) No amendment to this By-law shall be required in order for the Corporation to typographical changes or changes to section references, where in the opinion of the Corporation, such corrections do not affect the intent of the By-law.
2. That By-law No. 2015-36, as amended, be amended by adding the following at the end of Section 3.5 Multiple Zones:

Zone lines shall not be deemed to be lot lines where zones share a common boundary.
3. That By-law No. 2015-36, as amended, be further amended by changing the name of Section 4.2 to Temporary Buildings and Construction Uses.
4. That By-law No. 2015-36, as amended, be amended by adding the following after subsection b) to Section 4.2 Temporary Buildings and Construction Facilities:

- c) For the purpose of Section 4.2 only, an existing dwelling, mobile home, park model trailer, travel trailer or similar transportable accommodation, shall be considered to be a temporary building or construction facility when approved by the Chief Building Official.
 - i) In no instance shall an existing dwelling, mobile home, park model trailer, travel trailer or similar transportable accommodation, be used for a temporary building or construction facility for a period lasting no longer than one (1) year commencing on the date in which the Building Permit is issued.
 - ii) An existing dwelling, mobile home, park model trailer, travel trailer or similar transportable accommodation, may only be used for a temporary building or construction facility during the construction of the principal or main use on a property.
 - iii) A Building Permit issued for such construction shall note the requirement to remove and/or demolish such temporary buildings, mobile home, park model trailer, travel trailer or similar transportable accommodation within ninety (90) days from when building occupancy has been granted by the Chief Building Official.

- 5. That By-law No. 2015-36, as amended, be further amended by adding the following after subsection b) to Section 4.4 Established Building Lines:
 - c) Section 4.4 shall only be applied where at least 50% of the lots on a street or road have a single unit dwelling erected.

- 6. That Section 5. General Agricultural (A1) Zone, of By-law No. 2015-36, as amended, be amended by:
 - 6.1 Deleting the following in the last sentence of the introduction to

‘... Minimum Distance Separation II.’

And replacing with the following:

‘...Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’
 - 6.2 Deleting the following in Section 5.2.1 Livestock Buildings, Structures and Manure Storage Facilities – Minimum Distance Separation:

‘... Schedule “H” Minimum Distance Separation II (MDS II).’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’

- 6.3. Deleting subsection b) of Section 5.2.6 Single Unit Dwellings in its entirety and replacing with the following:
- b) comply with provincially approved Minimum Distance Separation (MDS) Document.
7. That Section 6. Agricultural (A2) Zone, of By-law No. 2015-36, as amended, be further amended by deleting the following in Section 6.2.1 Livestock Buildings, Structures and Manure Storage Facilities – Minimum Distance Separation:

‘... Schedule “H” Minimum Distance Separation II (MDS II).’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’

8. That Section 7. Restricted Agricultural (A3) Zone, of By-law No. 2015-36, as amended, be amended by deleting subsection b) of Section 7.2.6 Single Unit Dwellings in its entirety and replacing with the following:
- b) comply with provincially approved Minimum Distance Separation (MDS) Document.
9. That Section 11. Rural Residential (RR) Zone, of By-law No. 2015-36, as amended, be further amended by deleting the following from subsection b) of Section 11.2.2 Single Unit Dwellings:

‘b) ... Schedule “H”, Minimum Distance Separation I (MDS I).’

And replacing with the following:

- b) ... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’

10. That Section 12. Hamlet Residential (HR) Zone, of By-law No. 2015-36, as amended, be amended by deleting the following from Section 12.2.2 Single Unit Dwellings:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time.’

11. That Section 13. Lakeshore Residential (LR) Zone, of By-law No. 2015-36, as amended be further amended by deleting the following from Section 13.2.2 Single Unit Dwellings:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

12. That Section 15. Future Residential (FR) Zone, of By-law No. 2015-36, as amended, be amended by:

12.1 Deleting the last sentence in the introductory paragraph.

12.2 Adding the following at the end of Section 15.1.1 Permitted Uses:

Table 14-1 Future Residential (FR) Zone Standards:

1	Minimum Lot Area	(1)
2	Minimum Lot Frontage	(2)
3	Maximum Lot Coverage	10%
4	Front Yard Depth	15 m
5	Side Yard Width	15 m (3) 10 m (4)
6	Rear Yard Depth	15 m
7	Maximum Building Height	10.5 m

FOOTNOTES	
(1)	the area of the lot on the day it was created
(2)	the frontage of the lot on the day it was created

(3)	for lot frontages > 100 m
(4)	for lot frontages < 100 m

13. That Section 18. Highway Commercial (C3) Zone, of By-law No. 2015-36, as amended, be further amended by deleting the following from subsection 8 in Table 17-1 of Section 18.1.1 Permitted Uses:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘...Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

14. That Section 24. Institutional (LR) Zone, of By-law No. 2015-36, as amended, be amended by deleting the following from subsection 8 in Table 23-1 of Section 24.1.1 Permitted Uses:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘...Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

15. That Section 25. Open Space (OS) Zone, of By-law No. 2015-36, as amended, be further amended by deleting the following from subsection 5 in Table 24-1 of Section 25.1.1 Permitted Uses:

‘... Schedule “H”, Minimum Distance Separation I (MDS I) ...’

And replacing with the following:

‘... Minimum Distance Separation (MDS) Formulae as established by the Province and implemented under the guidelines established by the Province, as amended from time-to-time ...’

16. That Section 29. Future Development (FD) Zone, of By-law No. 2015-36, as amended, be amended by adding the following at the end of Section 29.1.1 Permitted Uses:

Table 28-1 Future Development (FD) Zone Standards:

1	Minimum Lot Area	(1)
2	Minimum Lot Frontage	(2)
3	Maximum Lot Coverage	10%
4	Front Yard Depth	15 m
5	Side Yard Width	15 m (3) 10 m (4)
6	Rear Yard Depth	15 m
7	Maximum Building Height	10.5 m

FOOTNOTES	
(1)	the area of the lot on the day it was created
(2)	the frontage of the lot on the day it was created
(3)	for lot frontages > 100 m
(4)	for lot frontages < 100 m

17. That By-law No. 2015-36, as amended be further amended by deleting Schedule "H" – Minimum Distance Separation (MDS) Formulae from the List of Schedules in its entirety.
18. That Schedule "A" Map No. 25 to By-law No. 2015-36, is hereby amended by changing the subject property from **General Agricultural (A1) Zone** to **Restricted Agricultural (A3)** for those lands outlined in heavy solid lines and described as A3 on Schedule "A-1" attached hereto and forming part of this By-law, being Concession 6 Western Division, Part of Lot 2, RP 11R-8942 Part 1, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.
19. That Schedule "A" Map No. 30 to By-law No. 2015-36, is hereby further amended by changing the subject property from **Agricultural (A2) Zone** to **General Agricultural (A1)** for those lands outlined in heavy solid lines and described as A1 on Schedule "A-2" attached hereto and forming part of this By-law, being Concession 2 Eastern Division, Part of Lot 17, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.
20. That Schedule "A" Map No. 48 to By-law No. 2015-36, is hereby amended by changing the subject property from **Agricultural (A2) Zone** to **Restricted Agricultural (A3)** for those lands outlined in heavy solid lines and described as A3 on Schedule "A-3" attached hereto and forming part of this By-law, being Concession 8, Part of Lot 9, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.

21. That Schedule "A" Map No. 57 to By-law No. 2015-36, is hereby further amended by changing the subject property from **Restricted Agricultural (A3) Zone** to **General Agricultural (A1)** and from **General Agricultural (A1)** to **Restricted Agricultural (A3) Zone** for those lands outlined in heavy solid lines and described as A3 and A1 on Schedule "A-4" attached hereto and forming part of this By-law, being Concession 11, Part of Lot 10, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.
22. That Schedule "A" Map No. 69 to By-law No. 2015-36, is hereby further amended by changing the subject property from **General Agricultural (A1)** to **Restricted Agricultural (A3) Zone** for those lands outlined in heavy solid lines and described as A3 on Schedule "A-5" attached hereto and forming part of this By-law, being Concession 12, Part of Lot 14, in the geographic Township of Aldborough, now in the Municipality of West Elgin, in the County of Elgin.
23. This By-law comes into force upon the day it is passed in the event an appeal has not been filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended. In the event an appeal is filed with the Clerk within the time prescribed by the Planning Act, R.S.O. 1990, as amended, the By-law shall be deemed not to have come into force until the appeal has been finally disposed of, whereupon the By-law, except for such parts as are repealed or amended as so directed by the Local Planning Appeal Tribunal (LPAT), shall be deemed to have come into force on the day it was passed.

Read a first, second, and third time and finally passed this 8th day of October, 2020.

Duncan McPhail
Mayor

Jana Nethercott
Clerk

Lands
to be
Zoned A3

HOSKINS LINE

This is Schedule "A-1" to By-law No. 2020-72
passed on the 8th day of October, 2020

MAYOR

CLERK

MUNICIPALITY OF WEST ELGIN
Comprehensive Zoning By-Law 2015-36
SCHEDULE 'A' MAP 25



0 20 40

Meters



COLLEY RD

Lands
to be
Zoned A1

This is Schedule "A-2" to By-law No. 2020-72
passed on the 8th day of October, 2020

MAYOR

CLERK

MUNICIPALITY OF WEST ELGIN
Comprehensive Zoning By-Law 2015-36
SCHEDULE 'A' MAP 30



0 75 150

Meters



QUEENS LINE

Lands
to be
Zoned A3

This is Schedule "A-3" to By-law No. 2020-72
passed on the 8th day of October, 2020

MAYOR

CLERK

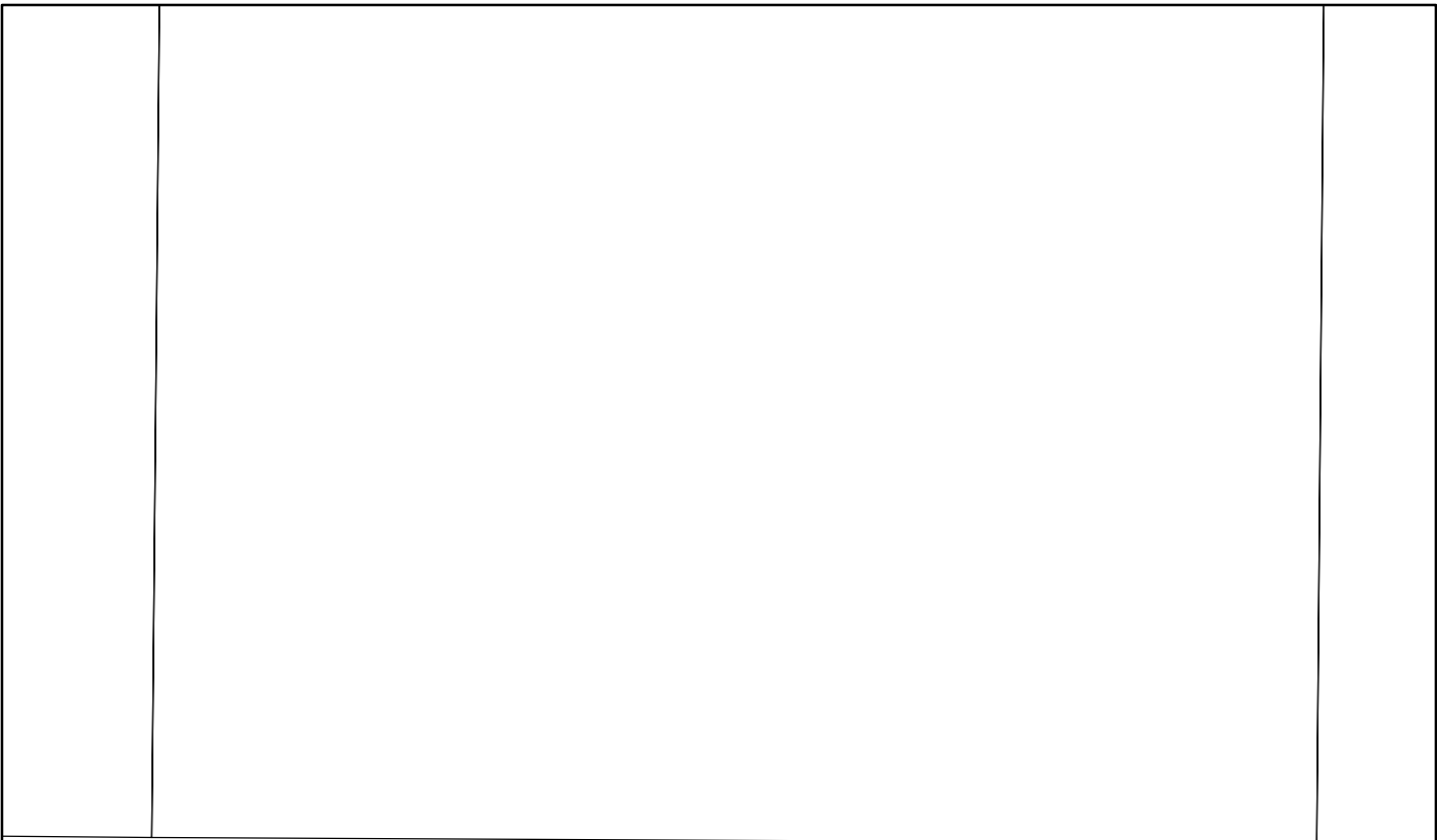
MUNICIPALITY OF WEST ELGIN
Comprehensive Zoning By-Law 2015-36
SCHEDULE 'A' MAP 48



0 15 30

Meters





THOMSON LINE

Lands
to be
Zoned A3

This is Schedule "A-4" to By-law No. 2020-72
passed on the 8th day of October, 2020

MAYOR

CLERK



SILVER CLAY LINE

**Lands
to be
Zoned A3**

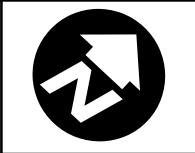
This is Schedule "A-5" to By-law No. 2020-72
passed on the 8th day of October, 2020

MAYOR

CLERK

CLERK

MUNICIPALITY OF WEST ELGIN
Comprehensive Zoning By-Law 2015-36
SCHEDULE 'A' MAP 69



A horizontal scale bar with a black background and white markings. The markings are labeled '0', '20', and '40' at the top. Below the bar, the word 'Meters' is written in a large, bold, black font.





MUNICIPALITY OF **West Elgin**

The Corporation Of The Municipality Of West Elgin

By-Law No. 2020-73

Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on October 8, 2020.

Whereas Section 5(1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the powers of a municipality shall be exercised by council; and

Whereas Section 5(3) of the Municipal Act, the powers of Council shall be exercised by by-law; and

Whereas it is deemed expedient that proceedings of Council of the Corporation of the Municipality of West Elgin as herein set forth be confirmed and adopted by by-law;

Now therefore the Council of the Municipality of West Elgin enacts as follows:

1. That the actions of the meeting of Council held on October 8, 2020, in respect of each recommendation, motion and resolution and other action taken by the Council at this meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and proper officials of the Corporation of the Municipality of West Elgin are hereby authorized and directed to do all things necessary to give effect to the action of the Council referred to in the preceding section hereof.
3. The Mayor and Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix the Seal of the Corporation of the Municipality of West Elgin.

Read a first, second, and third time and finally passed this 8th day of October, 2020.

Duncan McPhail
Mayor

Jana Nethercott
Clerk