



Municipality of West Elgin

Agenda

Council Meeting

Date: March 14, 2024, 4:00 p.m.
Location: Council Chambers
160 Main Street
West Lorne

Council Meetings are held in-person at 160 Main Street, West Lorne, and the post-meeting recording available at www.westelgin.net, when available (pending no technical difficulties).

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for March 14, 2024, as presented/amended.

3. Disclosure of Pecuniary Interest

4. Public Meeting, Zoning By-law Amendment Application 1-2024, 23577 & 23667
Gray Line

Recommendation:

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

4.1 Planners Report

13

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding the removal of the H-Holding symbol from properties located on the south side of Gray Line, being part of Part of Lot 11, Concession 14, Parts 1 and 2, RP 11R 9430, known as 23577 and 23667 Gray Line.

That Council for the Municipality of West Elgin consider the By-law to remove the H-Holding symbol for the lands located at 23577 and 23667 Gray Line as presented in the By-law portion of the Council agenda for March 14, 2024.

4.2 Council Comments

4.3 Public Comments

4.4 Written Comments Received

4.5 Adjournment of Public Meeting

Recommendation:

That West Elgin Council hereby adjourn the Public Meeting, pursuant to the *Planning Act*, and reconvene into regular session.

5. Presentation of the 2024 Water, Sewage and Trailer Park Budget

22

Recommendation:

That West Elgin Council hereby receives the report from M. Badura CAO/Treasurer re: 2024 Water, Sewage and Port Glasgow Trailer Park Budget, for information and discussion purposes.

6. Adoption of Minutes

32

Recommendation:

That West Elgin Council hereby adopt the Minutes of February 22, 2024, as presented.

6.1 Committee and Board Minutes 41

Recommendation:

That West Elgin Council hereby acknowledge receipt of the West Community Centre Board minutes of January 10 and February 14, 2024; And the Recreation Committee minutes of January 17, 2024; And the Tri-County Water board minutes of February 6, 2024; And the Old Town Hall Committee minutes of March 7, 2024, as presented.

7. Business Arising from Minutes

8. Staff Reports

8.1 Building 59

Recommendation:

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

8.2 Fire

8.2.1 Monthly Activity Report, January and February 2024 61

Recommendation:

That West Elgin Council hereby receives the report from report from Jeff McArthur, Fire Chief re: January & February 2024 Fire Report, for information purposes.

8.2.2 Duplicate Road Names 65

Recommendation:

That West Elgin Council approve staff to proceed with renaming streets with duplicate names within the municipality, to eliminate emergency service dispatch confusion and response delay.

8.3 Municipal Drains

| | | |
|--------------|---|-----------|
| 8.3.1 | T. Towstiuć, Clerk - Re-Appportionment of Drainage Assessment for Various Drain (Land Severances) | 68 |
| | <p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Terri Towstiuć, Clerk Re: Appportionment of Drainage Assessment for the Hoy, Douglas Street, No. 2, No.2 Johnston Culvert, Morden, Lindenman, McEachren and McCallum Branch, Government Drain No. 1 North, Wismer Drain No. 2, and Mills Municipal Drains, due to Severance of Land, Pursuant to the Drainage Act, R.S. O. 1990; and</p> <p>That West Elgin Council hereby approves the Appportionment of the Drainage Assessment Agreement for the attached drains, as part of various severance applications, as presented.</p> | |
| 8.4 | Operations & Community Services | |
| 8.4.1 | Monthly Update, February 2024 | 86 |
| | <p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services for information purposes.</p> | |
| 8.4.2 | 2024 Gravel Tender Results | 89 |
| | <p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and</p> <p>That West Elgin Council hereby grants pre-budget approval in the amount of \$338,700.00 plus applicable taxes from Johnston Brothers Ltd. for supply, haul & spread of maintenance gravel for 2024.</p> | |
| 8.4.3 | 2024 Line Painting Tender Results | 91 |
| | <p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and</p> <p>That West Elgin Council hereby grants pre-budget approval for the tender amount of \$61,628.00 plus applicable taxes from RanN Maintenance of Guelph ON for line painting services.</p> | |

| | | |
|-------|---|-----|
| 8.4.4 | 2024 Dust Suppressant Tender Results | 93 |
| | <p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and</p> <p>That West Elgin Council hereby grants pre-budget approval in the amount of \$281,250.00 plus applicable taxes as submitted by Pollard Distribution Inc. of Harrow ON for supply and application of dust suppressant during the 2024 season.</p> | |
| 8.4.5 | West Lorne Library Roof Replacement | 96 |
| | <p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services; and</p> <p>That West Elgin Council hereby grants pre-budget approval for the quoted amount of \$17,180.00 plus applicable taxes from Elgin Roofing of Aylmer for replacement of the TPO Flat Roof above the West Lorne Library.</p> | |
| 8.5 | Water | |
| 8.5.1 | 2023 Summary Report for the West Elgin Distribution System | 99 |
| | <p>Recommendation:</p> <p>That West Elgin Council hereby receive the 2023 West Elgin Distribution System Annual Summary Report, dated February 20, 2024 from Terri-Lynn Thomson, Process and Compliance Technician, Ontario Clean Water Agency, in accordance with O. Reg 170/03, under the <i>Safe Drinking Water Act</i>.</p> | |
| 8.6 | Clerk's | |
| 8.6.1 | Administration Monthly Update | 108 |
| | <p>Recommendation:</p> <p>That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Monthly Update, including January & February 2024, for information purposes only.</p> | |

8.6.2 Development Charges Proposal and Quote

110

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Development Charges Study Proposal and Quote; And

That Council hereby direct staff to proceed with the Development Charges Background Study and By-law as proposed by Watson and Associates, at an estimated cost of \$29,900, plus applicable taxes.

8.6.3 Civil Marriage Solemnization

160

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Civil Marriage Solemnization; And

Option 1: That West Elgin Council hereby withdraw the Civil Marriage Ceremony from services offered at West Elgin.

OR

Option 2: That West Elgin Council hereby authorize the Clerk to participate in the next available AMCTO Civil Marriage Solemnization Workshop, to continue to provide this service, when availability allows; And

That council direct staff to update the corresponding by-laws and procedures, at a future meeting of Council.

8.6.4 Community Grant Applications

165

Recommendation:

That West Elgin Council hereby receives the Community Grant Application report from Terri Towstiuc, Clerk; And

That West Elgin Council hereby approve the grant applications for the recommended amounts as presented, pending the approval of the 2024 Operational budget.

8.7 Finance/Administration

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Safe Restart Funding and that the Municipal Council authorizes the refund payment in the amount of \$6,838.00 of unused funding to the Ministry of Transportation.

9. Committee and Board Reports or Updates

9.1 Old Town Hall

9.2 Arena Board

9.3 Recreation Committee

9.4 Four Counties Transit Committee

9.5 Economic Development

9.6 Rodney Park Committee

10. Accounts

Recommendation:

THAT the Mayor and Treasurer are hereby authorized to sign Payment Voucher #3 amounting to \$ 1,451,617.41 in settlement of General, Road, Water and Arena Accounts including Cheque number 26401-26412, EFT#7908-8000 and Payroll Pay Period 04-05.

11. Notice of Motion

11.1 Councillor Navackas - Backyard Chickens

Recommendation:

Whereas egg laying Hens in residential areas can assist in reducing food scraps, produce a natural fertilizer, rid unwanted garden pests, assist with composting and provide fresh, free-range eggs; And

Whereas the rising cost of living and food insecurities continues to burden many residents; And

Whereas West Elgin initially declined to allow residents the opportunity egg laying hens in residential areas; And

Whereas many Ontario municipalities have successfully completed a "Backyard Chicken" Pilot Project, with continuation of the program after program success;

Therefore, West Elgin Council hereby direct staff to investigate the process to allow residents to have egg laying hens in residential areas within the Municipality, and report back at an upcoming meeting of Council.

12. Council Inquires/Announcements

13. Correspondence

Recommendation:

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

| | | |
|-------------|---|------------|
| 13.1 | Announcement - Community Emergency Preparedness Grant | 172 |
| 13.2 | AMO Policy Updates | 177 |
| 13.3 | MECP Letter, dated February 22, 2024 Re: Ontario Environmental Assessment Projects Regulations | 180 |
| 13.4 | AMCTO Supports AMO's Call for a Social and Economic Prosperity Review | 183 |
| 13.5 | FCHS Foundation Chicken & Rib Dinner | 184 |
| 13.6 | Elgin St. Thomas Coalition to End Poverty, 2023 Timeline of Success | 185 |
| 13.7 | Thames Valley DSB - Accommodation Plan - 2023/2024 | 188 |
| 13.8 | My Main Street Community Activator Stream | 305 |

| | | |
|------|---|-----|
| 13.9 | Free Dental Screening and Fluoride Applications Clinic - All Ages | 320 |
| 14. | Items Requiring Council Consideration | |
| 14.1 | West Lorne Optimist Club, Rental Fee Waiver Request | 321 |
| | Recommendation: That West Elgin Council acknowledge receipt of the fee waiver request submitted by the Optimist Club of West Lorne; And That Council approve the request to waive fees for the Recreation Centre, April 7, 2024, at a cost of \$200, plus applicable taxes, for the Quarter Auction event. | |
| 14.2 | Increased Funding for Libraries and Museums | 322 |
| | Recommendation: That West Elgin Council hereby acknowledge receipt of the letter dated February 28, 2024, from the Town of Lincoln Re: Town of Lincoln Council Resolution RC-2024-23 - Urgent Need for Increased Funding to Libraries and Museums in Ontario, That Council hereby direct staff to provide a letter of support, addressed to the Honourable Doug Ford; Minister of Tourism, Culture and Sport; and Association of Municipalities of Ontario (AMO). | |
| 14.3 | Support Bill 21, Long Term Care Act | 325 |
| | Recommendation: That West Elgin Council hereby acknowledge receipt of the letter dated February 21, 2024, from the Municipality of St. Charels Re: Resolution Number 2024-036, Request for Support for Bill 21, Fixing Long Term Care Amendment Act (Till Death Do Us Part), 2022, That Council hereby direct staff to provide a letter of support, addressed to the Honourable Doug Ford; Minister of Long-Term Care; our local Member of Parliament; our local Member of Provincial Parliament; and Association of Municipalities of Ontario (AMO). and Association of Municipalities of Ontario (AMO). | |

14.4 Guaranteed Livable Income **328**

Recommendation:

That West Elgin Council hereby acknowledge receipt of the letter dated February 21, 2024, from the Municipality of St. Charels Re: Resolution Number 2024-039, Guaranteed Livable Income,

That Council hereby direct staff to provide a letter of support, addressed to Prime Minister Justin Trudeau; Premier Doug Ford; Minister of Children, Community and Social Service; our local Member of Parliament (MP); our local Member of Provincial Parliament (MPP); and Association of Municipalities of Ontario (AMO).

14.5 Uploading of municipal highway infrastructure to the Province of Ontario **331**

Recommendation:

That West Elgin Council hereby acknowledge receipt of the letter dated February 23, 2024, from the County of Lambton Re: Uploading of Municipal Highway Infrastructure to the Province of Ontario,

That Council hereby direct staff to provide a letter of support, addressed to the Honourable Doug Ford; Minister of Transportation; our local Member of Parliament (MP); our local Member of Provincial Parliament (MPP); and Association of Municipalities of Ontario (AMO).

15. By-Laws

15.1 2024 - 19 ESRI Agreement **333**

Recommendation:

That By-law 2024-19, Being a By-law to Enter into a Multi-Jurisdiction Agreement, as an Authorized Entity, between The Corporation of the County of Elgin, including all Lower-Tier Municipalities, and Environmental Systems Research Institute, Inc. for the purpose of geographic information system (GIS) software, be read a first, second and third and final time.

15.2 2024-20, Interim Tax Levy **348**

Recommendation:

That By-law 2024-20, Being a By-Law to Provide for an Interim Tax Levy for 2024, be read a first, second and third and final time.

15.3 2024-21, Zoning Amendment, 23577 & 23667 Gray Line **350**

Recommendation:

That By-law 2024-21, Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 23577 & 23667 Gray Line), be read a first, second and third and final time.

15.4 2024-22 ICIP Transfer Payment Agreement, Public Transportation Stream **352**

Recommendation:

That By-law 2024-22, Being a By-law to Authorize the Execution of an Agreement an agreement between His Majesty the King in Right of The Province of Ontario represented by the Minister of Transportation for the Province of Ontario and the Corporation of the Municipality of West Elgin, for Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP), be read a first, second and third and final time.

16. Closed Session

Recommendation:

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at _____ pm, to discuss matters pursuant to Section 239 (2)

- (b), being personal matters about an identifiable individual, including municipal or local board employees;
- (d) labour relations or employee negotiations:
- (e) being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

17. Report from Closed Session

18. Confirming By-Law **396**

Recommendation:

That By-law 2024-23, being a By-law to confirm the proceeding of the Regular Meeting of Council held on March 14, 2024, be read a first, second and third and final time.

19. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____
to meet again at 4:00pm, on March 28, 2024, or at the call of the Chair.



Staff Report

Report To: Council Meeting

From: Robert Brown, Planner

Date: 2024-03-06

**Subject: Zoning By-law Amendment Application 1-2024 – Recommendation Report
(Planning Report 2024-08)**

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding the removal of the H-Holding symbol from properties located on the south side of Gray Line, being part of Part of Lot 11, Concession 14, Parts 1 and 2, RP 11R 9430, known as 23577 and 23667 Gray Line.

That Council for the Municipality of West Elgin consider the By-law to remove the H-Holding symbol for the lands located at 23577 and 23667 Gray Line as presented in the By-law portion of the Council agenda for March 14, 2024.

Purpose:

The proposed amendment to the Zoning By-law is for lands legally known as Part of Lot 11, Concession 14, Parts 1 & 2, RP 11R 9430 and known as 23577 & 23667 Gray Line. The proposed by-law will remove the Holding (H) symbol from the Lakeshore Residential (LR) zoning to allow the lands to be used for residential purposes.

Background:

The subject lands consist of two lots that are currently zoned Lakeshore Residential – Holding (LR-H) on Map 77, Schedule “A” of the West Elgin Zoning By-law 2015-36 and permits residential uses subject to removal of the H- Holding Symbol.

The lands to which the ‘H’ symbol applies consist of two existing vacant lots with frontage on Gray Line. (See Figure One) The applicants would like to proceed with potential construction of a dwelling on the lots and have requested removal of the H-Holding symbol. The H-Holding symbol is included on the zoning of many of the vacant lands along Lake Erie. The purpose of this is to ensure that there is adequate room to accommodate construction while also providing the necessary setback from the lake bluff and confirm that there is either municipal or private water service available. The subject properties do not have access to municipal water as such they are required to demonstrate that a private water source can be established.

Financial Implications:

The applicable fee for H removal has been collected as part of the application process. There is an anticipated increase in assessment once development occurs on the subject lands.



Policies/Legislation:

The zoning is consistent with Provincial, County and local policy as it relates to lands along the Lake Erie shore that are subject to erosion hazards. The properties have adequate depth to support development while providing the necessary setback from the 100 year erosion line. Based on recent well drilling in the area and confirmation from a qualified well driller (Appendix A) there is adequate evidence that a potable water supply can be provided on the subject lots.

There are no new considerations as a result of the H removal. With approval of the proposed amendment the development can move forward once plans are prepared and necessary permitting in place.

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|--|--|---|---|
| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input checked="" type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

Circulation Of The Application:

A notice of intention was circulated to the neighboring property owners within 120 meters of the subject lands on March 1, 2024. Removal of the H-Holding is not subject to the standard public notice nor is there an appeal process for objections.

Municipal Department / Agency Comments:

The zoning by-law amendment (H-Removal) application was circulated to municipal staff for comment. No concerns were raised. The LTVCA was consulted by the applicant and provided confirmation from the Authority regarding adequate setbacks from the lake bluff. (See Appendix A)

Public Comments:

At the time of writing no comments have been received.

Summary/Conclusion:

Therefore, it is Planning Staff's opinion that the proposed Zoning By-law Amendment is consistent with the PPS, conforms to the CEOP and conforms to the OP; and recommends that the request for Zoning By-law Amendment be approved removing the H – Holding symbol.

Respectfully submitted by,



Robert Brown. H. Ba, MCIP, RPP
Planner
Municipality of West Elgin

Report Approval Details

| | |
|----------------------|--|
| Document Title: | Zoning By-law Amendment Application D 14 1-2024 - Recommendation Report - 2024-08-Planning.docx |
| Attachments: | <ul style="list-style-type: none">- Appendix A - LTVCA - Water Confirmation.pdf- 2024-21 - D14 1-2024 - Ratajczak.pdf |
| Final Approval Date: | Mar 6, 2024 |

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

Terri Towstiuć

343400004019920 & 343400004019910 Property Inquiry

From: Robert Guo (robert.guo@ltvca.ca)

To: chrisratajczak@yahoo.com

Date: Friday, December 15, 2023 at 08:02 AM PST

Hey Christian,

Thank you for reaching out to me regarding your lot. According to our records, it appears that at least half of your lot is currently outside of our regulated limits. As such you will be able to build on this lot.

I have included a map in the attachments for your information.

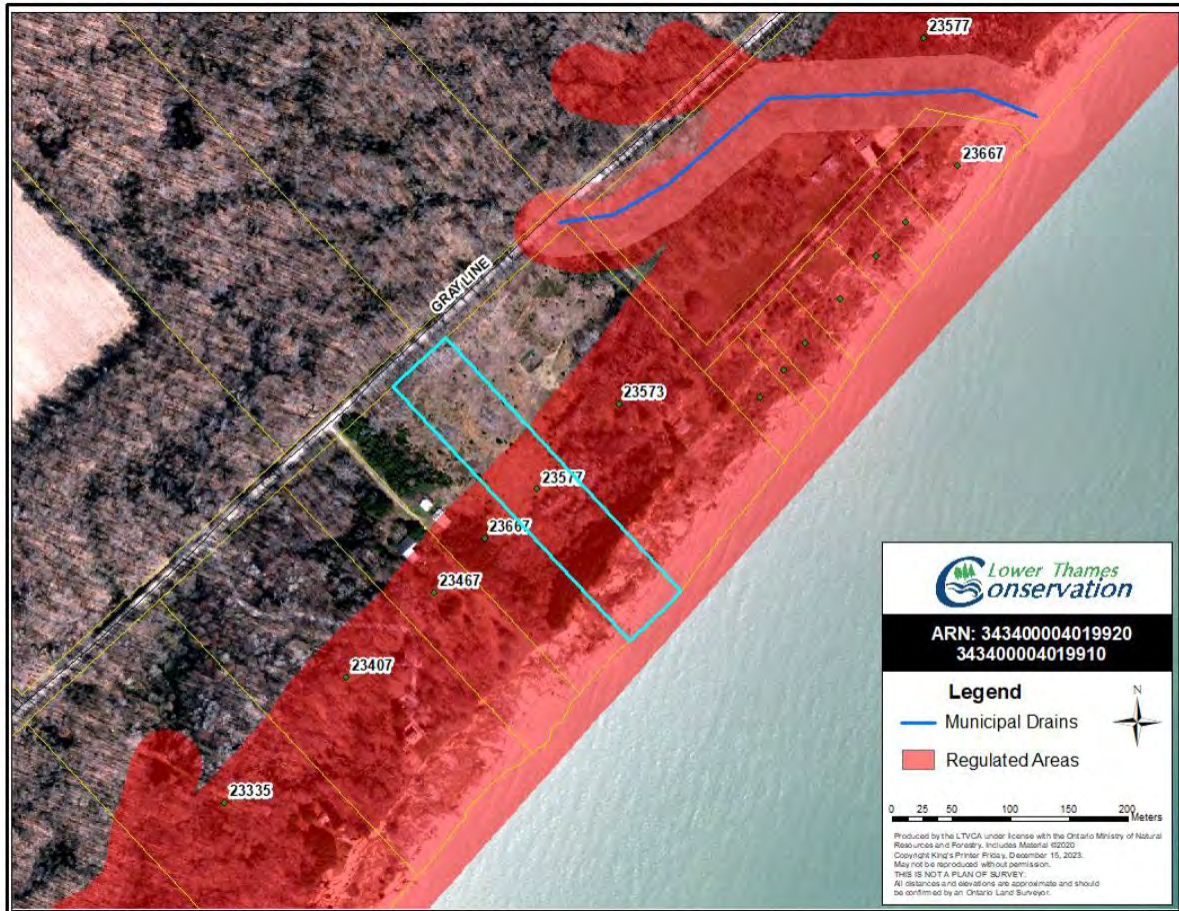
Sincerely,

*Please note my work hours may be different than yours, please do not feel obligated to respond until you are on work time.

Robert Guo
Planning Technician
Lower Thames Valley Conservation Authority
100 Thames Street
Chatham, ON N7L 2Y8
519-354-7310 ext.238
Robert.Guo@ltvca.ca
www.ltvca.ca



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Christian Ratajczak
Gray Line, Rodney ON N0L 2L0
West Elgin Township
Elgin County

December 22, 2023

RE: Two lots on Gray Line, Rodney, having the following Roll Numbers:
34-34-000-040-19920-0000 and
34-34-000-040-19910-0000

To whom this may concern,

Upon examining the water well records surrounding the above properties on Gray Line, and also from my drilling experience in this area, I conclude that there is a possibility of obtaining a groundwater supply in the form of drilling a water well or boring a water well.

In 2017, our company drilled a water well for the neighbouring lot, address is 23573 Gray Line, Rodney ON N0L 2L0. We drilled a 252' rock well that produces 1.5 GPM; see attached well record for reference. This complete water well system was designed to provide a sufficient water supply for that property.

Specific to the two lots referenced in this letter, a water well(s) on each individual lot would be suggested and will not cause interference between neighbouring wells. Also, there is no MOE regulation in place that specifies any setback from the lake to build a home. I would recommend that the property owner meet on-site with myself, or another water well contractor to determine safe and appropriate minimum distances for well siting(s).

If you have any further questions or would like further information, please do not hesitate to contact me.

Best Regards,

Jason McLeod

Jason McLeod
MOE Well Technician Licence No. 3021
MOE Well Contractor Licence No. 7343

Strathroy 519-245-9355 WELL
Ingersoll 519-485-5252

Toll-Free 1-844-290-3053
Fax 519-245-9311

3389 Egremont Drive, RR#5
Strathroy, Ontario, N7G 3H6

info@mcleodwaterwells.ca
mcleodwaterwells.ca



MUNICIPALITY OF **West Elgin**

The Corporation of the Municipality of West Elgin

By-Law No. 2024-21

Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 23577 & 23667 Gray Line).

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:

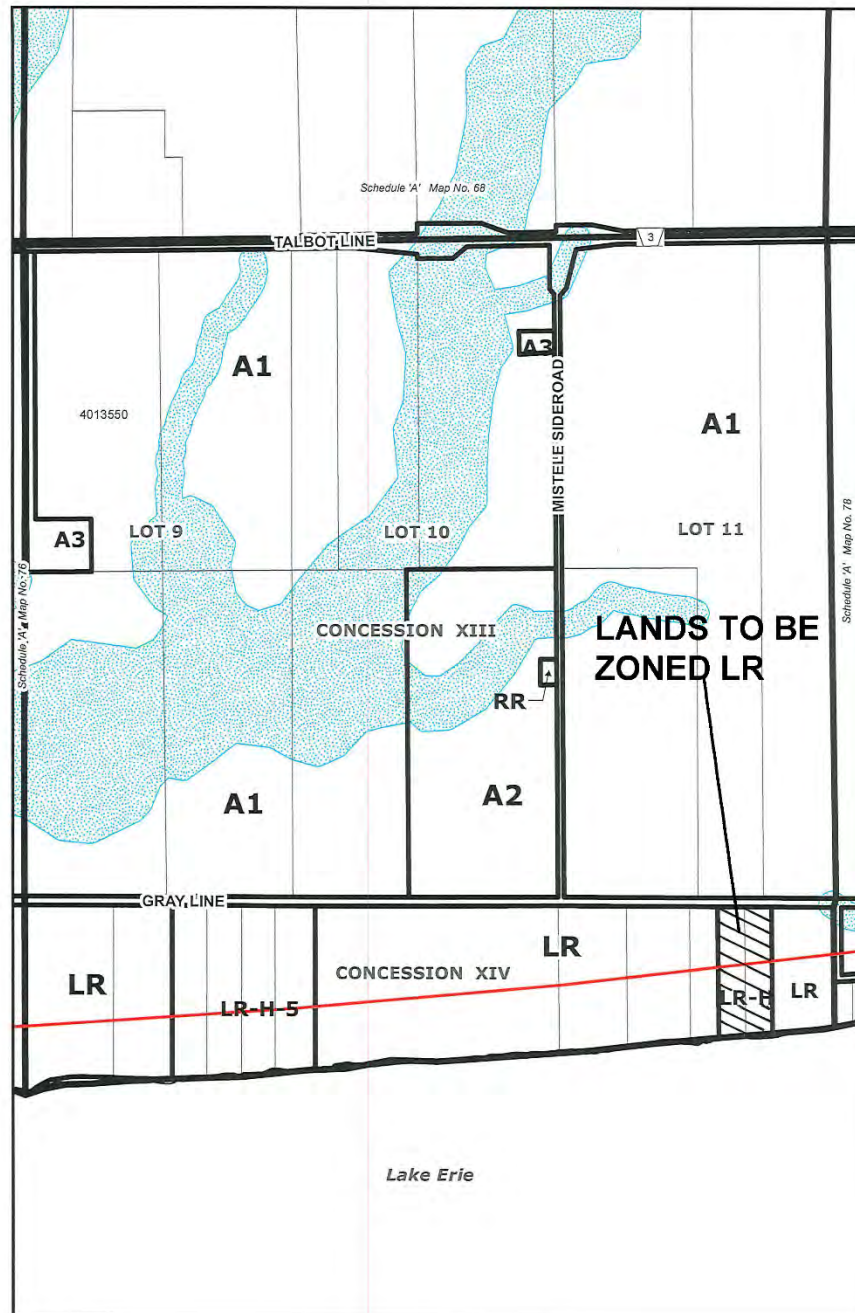
Now Therefore the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. That Schedule "A" Map No. 77 to By-law No. 2015-36, is hereby amended by changing the subject property from **Lakeshore Residential Holding (LR-H) Zone** to **Lakeshore Residential (LR)** for those lands hatched and described as LR, on Schedule "A" attached hereto and forming part of this By-law, being Part of Lot 11 Concession 14, Part 1 and 2, RP 11R 9430, in the Municipality of West Elgin.
2. 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 Ontario Land Tribunal (OLT), 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 14th day of March 2024.

Richard Leatham
Mayor

Terri Towstiuc
Clerk



This is Schedule "A" to By-law No. 2024-21
passed on the 14th day of March, 2024

MAYOR

CLERK

MUNICIPALITY OF WEST ELGIN
Comprehensive Zoning By-Law
2015-36 SCHEDULE 'A' MAP 77



0 100 200
Meters



Port Glasgow Trailer Park

2024 Budget

Revenues

| | 2024 Budget | 2023 Actuals | 2023 Budget | 2022 Actuals | 2022 Budget | 2021 Actuals | 2021 Budget | 2020 Actuals | 2020 Budget |
|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 01-7620-6378 FSC - MISCELLANEOUS | (1,000.00) | (808.91) | (500.00) | (165.00) | - | (70.00) | (200.00) | (172.70) | (400.00) |
| 01-7620-6409 Donations | - | - | - | - | - | - | - | - | - |
| 01-7620-6410 PGTP - BOOTH RENTAL | (750.00) | - | (750.00) | - | - | - | - | - | (750.00) |
| 01-7620-6411 PGTP - CAMP FEES SEASONAL | (377,679.50) | (355,598.92) | (351,000.00) | (339,911.75) | (335,000.00) | (321,650.00) | (308,930.00) | (235,972.80) | (254,048.00) |
| 01-7620-6412 FSC - CAMP FEES-TRANSIENT | (50,000.00) | (48,165.06) | (50,000.00) | (50,102.48) | (27,000.00) | (26,515.00) | (19,000.00) | (19,043.00) | (18,000.00) |
| 01-7620-6413 FSC - LAUNDROMAT | (4,000.00) | (4,025.00) | (4,000.00) | (4,090.00) | (3,000.00) | (3,317.00) | (3,000.00) | (2,795.00) | (4,000.00) |

Operating Expenses

| | | | | | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 01-7620-7300 GARBAGE COLLECTION | 3,850.00 | 2,640.23 | 15,000.00 | 7,000.00 | 7,000.00 | 7,000.00 | 7,000.00 | 6,416.67 | 7,000.00 |
| 01-7620-7400 WAGES | 56,228.00 | 55,681.66 | 52,338.22 | 49,031.87 | 48,950.26 | 47,067.56 | 46,085.37 | 45,208.12 | 45,900.00 |
| 01-7620-7401 CPP EXPENSE | 3,100.00 | 3,056.73 | 2,616.91 | 3,016.56 | 2,447.51 | 2,865.71 | 2,626.86 | 2,597.08 | 2,295.00 |
| 01-7620-7402 EI EXPENSE | 1,300.00 | 1,270.63 | 1,046.76 | 1,239.48 | 979.01 | 1,196.00 | 1,152.13 | 1,142.08 | 1,193.40 |
| 01-7620-7403 EHT EXPENSE | 1,200.00 | 1,085.77 | 523.38 | 1,110.73 | 979.01 | 1,101.49 | 1,059.92 | 1,035.54 | 1,055.70 |
| 01-7620-7404 WSIB | 1,800.00 | 1,726.07 | 1,570.15 | 1,099.61 | 1,468.51 | 1,609.77 | 1,520.82 | 1,513.44 | 1,698.30 |
| 01-7620-7407 OMERS EXPENSE | - | - | 4,710.44 | 3,547.48 | 2,873.30 | 3,964.08 | - | - | - |
| 01-7620-7415 TRAINING | 250.00 | 162.81 | 250.00 | 132.70 | 250.00 | 130.88 | 300.00 | 70.00 | 300.00 |
| 01-7620-7430 WAGES TRANSFER IN | 500.00 | 59.91 | 500.00 | 441.63 | 500.00 | 1,934.47 | 500.00 | 274.74 | - |
| 01-7620-7431 WAGES TRANSFER OUT | - | - | - | - | - | - | - | - | - |
| 01-7620-7441 MEMBERSHIPS & DUES | - | - | - | - | - | - | - | 1,526.40 | 1,300.00 |
| 01-7620-7442 MILEAGE | - | - | - | - | - | - | 150.00 | - | 150.00 |
| 01-7620-7452 BOOT & CLOTHING ALLOWANCE | 500.00 | - | 500.00 | - | 500.00 | - | 500.00 | 128.55 | 500.00 |
| 01-7620-7453 CUSTOMER APPRECIATION | - | - | - | - | - | - | 2,000.00 | - | - |
| 01-7620-7500 HYDRO | 65,000.00 | 63,925.46 | 62,500.00 | 60,827.60 | 57,500.00 | 56,027.85 | 55,000.00 | 51,284.96 | 57,000.00 |
| 01-7620-7501 GAS | 1,500.00 | 865.62 | 700.00 | 553.32 | 700.00 | 542.23 | 700.00 | 641.34 | 500.00 |
| 01-7620-7502 WATER | 7,500.00 | 7,268.06 | 6,000.00 | 5,502.85 | 5,000.00 | 7,800.00 | 4,500.00 | 3,881.42 | 4,000.00 |
| 01-7620-7503 SEWAGE EXPENSE | 10,000.00 | 4,864.73 | 10,000.00 | - | 5,000.00 | 1,091.96 | 7,500.00 | 4,737.80 | 18,000.00 |
| 01-7620-7510 INSURANCE | 21,560.10 | 20,187.36 | 20,109.21 | 17,639.66 | 18,553.56 | 15,461.30 | 15,100.07 | 11,589.24 | 12,479.40 |
| 01-7620-7511 PROPERTY TAXES | 4,750.00 | 4,531.46 | 4,500.00 | 4,379.23 | 4,400.00 | 4,302.19 | 4,300.00 | 4,206.96 | 4,284.00 |
| 01-7620-7515 Building Repair & Maintenance | 15,000.00 | 5,977.94 | 15,000.00 | 7,264.06 | 10,000.00 | 3,042.64 | 15,000.00 | 6,255.78 | 15,000.00 |
| 01-7620-7516 JANITORIAL | 2,500.00 | 1,325.35 | 2,000.00 | 1,603.78 | 1,000.00 | 608.14 | 1,000.00 | 537.60 | 1,000.00 |
| 01-7620-7520 GROUNDS MAINTENANCE | 40,000.00 | 28,167.85 | 40,000.00 | 15,223.57 | 30,000.00 | 38,746.40 | 40,000.00 | 13,637.34 | 20,000.00 |
| 01-7620-7529 ADMINISTRATION EXPENSE | 10,000.00 | 10,000.00 | 10,000.00 | 10,182.67 | 10,000.00 | 10,000.00 | 10,000.00 | 2,000.00 | 2,000.00 |
| 01-7620-7531 CONTRACTS & AGREEMENTS | - | - | - | 700.00 | 700.00 | - | 700.00 | 700.00 | 600.00 |
| 01-7620-7601 PHONE & INTERNET | 1,500.00 | 1,314.21 | 1,000.00 | 915.99 | 1,000.00 | 398.93 | 1,000.00 | 949.07 | 1,000.00 |
| 01-7620-7611 EQUIPMENT MAINTENACE | 2,500.00 | 2,762.95 | 3,000.00 | 1,108.59 | 3,000.00 | 2,375.28 | 3,000.00 | 2,673.67 | 5,000.00 |
| 01-7620-7613 EQUIPMENT PURCHASE | 2,500.00 | 886.23 | 2,500.00 | 3,598.00 | 5,000.00 | 11,333.92 | 15,200.00 | 1,097.53 | 10,800.00 |

Port Glasgow Trailer Park

2024 Budget

01-7620-7650 OFFICE SUPPLIES
01-7620-7651 POSTAGE & COURIER
01-7620-7652 ADVERTISING
01-7620-7653 Bank Charges
01-7620-7660 OTHER SUPPLIES
01-7620-7675 Legal Exp
01-7620-7701 FUEL EXP
01-7620-7900 TRANSFER TO RESERVES
01-7620-7901 TRANSFER FROM RESERVES

| 2024 Budget |
|-------------|
| 1,000.00 |
| 1,000.00 |
| 500.00 |
| 1,750.00 |
| 250.00 |
| 10,000.00 |
| 2,250.00 |
| 148,641.40 |
| - |

| 2023 Actuals | 2023 Budget |
|--------------|--------------|
| 1,013.16 | 500.00 |
| 346.09 | 1,000.00 |
| 1,608.82 | 500.00 |
| 1,530.41 | 600.00 |
| 34.93 | 250.00 |
| - | 10,000.00 |
| 2,001.81 | 2,500.00 |
| - | - |
| - | (280,465.07) |

| 2022 Actuals | 2022 Budget |
|--------------|--------------|
| 317.49 | 500.00 |
| 880.90 | 500.00 |
| 238.20 | 500.00 |
| 685.28 | 500.00 |
| 13.93 | 250.00 |
| 1,306.50 | - |
| 2,241.60 | 750.00 |
| 181,816.60 | - |
| - | (175,801.15) |

| 2021 Actuals | 2021 Budget |
|--------------|--------------|
| 604.60 | 500.00 |
| 472.80 | 700.00 |
| 513.60 | 500.00 |
| 470.00 | - |
| - | 200.00 |
| - | - |
| 645.19 | 500.00 |
| 24,154.22 | - |
| - | (166,665.21) |

| 2020 Actuals | 2020 Budget |
|--------------|--------------|
| 304.98 | 500.00 |
| 465.06 | 500.00 |
| - | 100.00 |
| - | - |
| 100.52 | 500.00 |
| - | - |
| 353.03 | 1,000.00 |
| 81,406.23 | - |
| - | (151,457.80) |

Capital

01-7620-8000 CAPITAL - BINGO HALL REFURBISHMENT
01-7620-8001 CAPITAL - Consult & Engineering for Septic System
01-7620-8002 CAPITAL - WAR MONUMENT & GATES
01-7620-8003 CAPITAL - WATERLINES REPLACEMENT
01-7620-8004 CAPITAL - PAVILLION CEILING
01-7620-8005 CAPITAL - Stairs

| |
|-----------|
| 15,000.00 |
| - |
| - |
| - |
| - |
| - |
| - |

| | |
|---|------------|
| - | 15,000.00 |
| - | - |
| - | - |
| - | - |
| - | - |
| - | 400,000.00 |

| | |
|-----------|------------|
| - | - |
| - | 10,000.00 |
| 10,649.35 | 10,000.00 |
| - | - |
| - | - |
| - | 300,000.00 |

| | |
|-----------|------------|
| - | - |
| 70,359.12 | 209,500.00 |
| 16,505.00 | 25,000.00 |
| - | - |
| 19,226.67 | 25,000.00 |
| - | - |

| | |
|----------|------------|
| - | - |
| 9,354.69 | 180,000.00 |
| - | 15,000.00 |
| - | - |
| 1,893.66 | 18,000.00 |
| - | - |

| |
|-----------|
| \$ (0.00) |
|-----------|

| | |
|-----------------|------|
| \$ (184,301.64) | \$ - |
|-----------------|------|

| | |
|-----------|---------|
| \$ (0.00) | \$ 0.00 |
|-----------|---------|

| | |
|---------|-----------|
| \$ 0.00 | \$ (0.00) |
|---------|-----------|

| | |
|-----------|------|
| \$ (0.00) | \$ - |
|-----------|------|

Reserves:

Beg. Balance - Jan 1 2024
Transfer to Reserves
Ending Balance - Dec 31 2024

\$ 751,572.46
150,804.02
\$ 902,376.48

Rodney Sewer

| | | 2024 Budget | 2023 Actuals | 2023 Budget | 2022 Actuals | 2022 Budget | 2021 Actuals | 2021 Budget | 2020 Actuals | 2020 Budget |
|--------------|----------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|--------------|--------------|
| 01-7300-6100 | SEWER BILLINGS | (197,349.41) | (197,349.41) | (169,922.73) | (165,778.27) | (200,488.19) | (200,488.19) | (366,753.84) | (356,071.69) | (327,401.88) |
| 01-7300-6211 | GRANT - Green Stream Intake 1 | (500,000.00) | (156,345.68) | (700,000.00) | - | (511,000.00) | - | (1,094,413.58) | - | - |
| 01-7300-6371 | Sewer Billings - Flat Charge | (228,433.24) | (228,433.24) | (224,728.71) | (222,503.67) | (189,628.09) | (182,334.70) | - | - | - |
| 01-7300-7500 | HYDRO | 75,000.00 | 75,419.15 | 65,000.00 | 62,478.73 | 62,000.00 | 60,551.20 | 61,802.85 | 68,355.66 | 70,000.00 |
| 01-7300-7502 | WATER | 10,000.00 | 28,222.74 | 5,000.00 | 4,893.63 | 5,000.00 | 2,312.05 | 9,000.00 | 9,287.76 | 9,000.00 |
| 01-7300-7510 | INSURANCE | 10,000.00 | 9,263.16 | 9,263.16 | 8,153.46 | 8,591.20 | 7,159.33 | 6,097.41 | 5,395.94 | 5,810.40 |
| 01-7300-7511 | TAXES | 30,949.73 | 29,759.36 | 30,000.00 | 28,992.15 | 33,186.77 | 27,655.64 | 28,500.00 | 28,123.71 | 28,000.00 |
| 01-7300-7520 | GROUNDS MAINTENANCE | 1,000.00 | - | 1,000.00 | 625.91 | 1,000.00 | 248.02 | 1,500.00 | 716.14 | 1,500.00 |
| 01-7300-7531 | FINANCIAL PLAN | - | - | - | - | - | - | - | - | - |
| 01-7300-7602 | SOFTWARE LICENSE | 700.00 | 661.44 | 650.00 | 650.00 | 650.00 | 610.56 | 500.00 | 407.04 | 1,000.00 |
| 01-7300-7611 | SEWER MAINTENACE | 25,000.00 | 56,098.29 | 25,000.00 | 24,496.96 | 60,000.00 | 26,200.47 | 61,787.00 | 41,186.07 | 35,000.00 |
| 01-7300-7613 | EQUIPMENT PURCHASE | - | - | - | - | - | 8,385.99 | - | - | - |
| 01-7300-7651 | POSTAGE & COURIER | - | - | - | - | 50.00 | 4.58 | - | - | 50.00 |
| 01-7300-7675 | Legal | - | - | - | - | - | (2.37) | - | 504.24 | - |
| 01-7300-7680 | CONTRACTED SERVICES | 168,070.00 | 165,586.00 | 165,586.00 | 163,139.04 | 163,139.00 | 160,728.00 | 160,728.00 | 157,611.02 | 155,292.18 |
| 01-7300-7900 | TRANSFER TO RESERVES | 105,062.92 | 71,193.20 | 93,152.27 | 94,852.06 | - | 72,488.62 | - | - | - |
| 01-7300-7901 | TRANSFER FROM RESERVES | (500,000.00) | (523,072.86) | (300,000.00) | - | (132,500.69) | - | (361,197.84) | (32,449.67) | (151,250.70) |
| 01-7300-8000 | CAPITAL - RODNEY SEWAGE UPGRADES | 1,000,000.00 | 668,997.85 | 1,000,000.00 | - | 700,000.00 | 16,480.80 | 1,492,450.00 | 14,252.35 | - |
| | | \$ 0.00 | \$ - | \$ 0.00 | \$ - | \$ - | \$ 0.00 | -\$ 0.00 | \$ 0.00 | \$ - |

Sewer Billings:

| | | | |
|-------------|----------|----------|----------|
| Meter Rate | \$ 2.91 | \$ 2.91 | \$ 2.77 |
| Flat Charge | \$ 75.00 | \$ 75.00 | \$ 73.62 |

Reserves:

| | |
|---------------------------|---------------|
| Rodney Sewage | |
| Beg. Balance - Jan 1 2024 | \$ 438,724.22 |
| Transfer to Reserves | 105,062.92 |
| | \$ 543,787.14 |
| OCIF Funding | |
| Beg Balance - Jan 1 2024 | \$ 887,278.94 |
| Transfer to Reserves | 311,130.00 |
| Transfer from Reserves | (500,000.00) |
| | \$ 698,408.94 |

Rodney Sewer

| | | 2024 Budget | 2025 Forecast | 2026 Forecast | 2027 Forecast | 2028 Forecast | 2029 Forecast | 2030 Forecast |
|---------------------------|----------------------------------|---------------|----------------|---------------|---------------|---------------|---------------|---------------|
| 01-7300-6100 | SEWER BILLINGS | (197,349.41) | (211,163.87) | (225,945.34) | (230,464.25) | (235,073.53) | (239,775.00) | (244,570.50) |
| 01-7300-6211 | GRANT - Green Stream Intake 1 | (500,000.00) | (1,500,000.00) | (198,654.32) | - | | | |
| 01-7300-6371 | Sewer Billings - Flat Charge | (228,433.24) | (244,423.57) | (261,533.22) | (266,763.88) | (272,099.16) | (277,541.14) | (283,091.96) |
| | | | | | | | | |
| 01-7300-7500 | HYDRO | 75,000.00 | 76,500.00 | 78,030.00 | 79,590.60 | 81,182.41 | 82,806.06 | 84,462.18 |
| 01-7300-7502 | WATER | 10,000.00 | 10,000.00 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 | 5,000.00 |
| 01-7300-7510 | INSURANCE | 10,000.00 | 10,300.00 | 10,609.00 | 10,821.18 | 11,037.60 | 11,258.36 | 11,483.52 |
| 01-7300-7511 | TAXES | 30,949.73 | 31,568.73 | 32,200.10 | 32,844.11 | 33,500.99 | 34,171.01 | 34,854.43 |
| 01-7300-7520 | GROUNDS MAINTENANCE | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 01-7300-7531 | FINANCIAL PLAN | - | - | - | - | - | - | - |
| 01-7300-7602 | SOFTWARE LICENSE | 700.00 | 714.00 | 728.28 | 742.85 | 757.70 | 772.86 | 788.31 |
| 01-7300-7611 | SEWER MAINTENACE | 25,000.00 | 25,000.00 | 25,000.00 | 25,000.00 | 25,000.00 | 25,000.00 | 25,000.00 |
| 01-7300-7613 | EQUIPMENT PURCHASE | - | - | - | - | - | - | - |
| 01-7300-7651 | POSTAGE & COURIER | - | - | - | - | - | - | - |
| 01-7300-7675 | Legal | - | - | - | - | - | - | - |
| 01-7300-7680 | CONTRACTED SERVICES | 168,070.00 | 168,070.00 | 170,591.00 | 173,150.00 | 175,747.00 | 178,383.00 | 178,383.00 |
| 01-7300-7900 | TRANSFER TO RESERVES | 105,062.92 | - | - | 169,079.40 | 173,946.98 | 178,924.86 | 186,691.02 |
| 01-7300-7901 | TRANSFER FROM RESERVES | (500,000.00) | (367,565.29) | (137,025.51) | | | | |
| 01-7300-8000 | CAPITAL - RODNEY SEWAGE UPGRADES | 1,000,000.00 | 2,000,000.00 | 500,000.00 | - | - | - | - |
| | | | | | | | | |
| | | \$ 0.00 | \$ 0.00 | -\$ 0.00 | \$ 0.00 | -\$ 0.00 | -\$ 0.00 | -\$ 0.00 |
| | | | | | | | | |
| Sewer Billings: | | | | | | | | |
| Meter Rate | | \$ 2.91 | \$ 2.91 | \$ 2.91 | \$ 2.91 | \$ 2.91 | \$ 2.91 | \$ 2.91 |
| Flat Charge | | \$ 75.00 | \$ 75.00 | \$ 75.00 | \$ 75.00 | \$ 75.00 | \$ 75.00 | \$ 75.00 |
| | | | | | | | | |
| Reserves: | | | | | | | | |
| Rodney Sewage | | | | | | | | |
| Beg. Balance - Jan 1 2024 | | \$ 438,724.22 | \$ 543,787.14 | \$ 176,221.85 | 39,196.34 | 208,275.74 | 382,222.72 | 561,147.58 |
| Transfer to Reserves | | 105,062.92 | (367,565.29) | (137,025.51) | 169,079.40 | 173,946.98 | 178,924.86 | 186,691.02 |
| | | \$ 543,787.14 | 176,221.85 | \$ 39,196.34 | \$ 208,275.74 | \$ 382,222.72 | \$ 561,147.58 | \$ 747,838.60 |
| | | | | | | | | |
| OCIF Funding | | | | | | | | |
| Beg Balance - Jan 1 2024 | | \$ 887,278.94 | \$ 698,408.94 | | | | | |
| Transfer to Reserves | | 311,130.00 | 300,000.00 | | | | | |
| Transfer from Reserves | | (500,000.00) | - | | | | | |
| | | \$ 698,408.94 | \$ 998,408.94 | | | | | |

West Lorne Sewer

2024 Budget

| | | 2024 Budget | 2023 Actuals | 2023 Budget | 2022 Actuals | 2022 Budget | 2021 Actuals | 2021 Budget | 2020 Actuals | 2020 Budget |
|--------------|--------------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| 01-7301-6190 | REBATES | - | - | - | - | - | - | - | - | - |
| 01-7301-6210 | GRANT - SCF | - | - | - | - | - | - | - | - | - |
| 01-7301-6190 | REBATES | - | - | - | - | - | - | - | (6,050.00) | - |
| 01-7301-6210 | GRANT - SCF | - | - | - | - | - | - | - | (286,585.60) | - |
| 01-7301-6370 | SEWER BILLINGS | (250,561.98) | (248,561.98) | (238,477.00) | (236,115.84) | (277,730.11) | (277,730.11) | (631,886.80) | (463,482.33) | (433,615.92) |
| 01-7301-6371 | Sewer Billings - Flat Charge | (286,260.93) | (283,260.93) | (281,168.01) | (278,384.17) | (241,256.69) | (229,768.28) | - | - | - |
| 01-7301-6850 | LONG-TERM FINANCING | - | - | - | - | - | - | - | (100,000.00) | - |
| | | | | | | | | | | |
| 01-7301-7500 | HYDRO | 48,000.00 | 46,887.06 | 45,000.00 | 42,868.67 | 45,000.00 | 46,586.63 | 42,586.69 | 41,450.42 | 40,000.00 |
| 01-7301-7502 | WATER | 500.00 | 260.15 | 1,000.00 | 592.63 | 500.00 | 320.19 | 500.00 | 337.62 | 2,000.00 |
| 01-7301-7510 | INSURANCE | 9,500.00 | 8,702.64 | 8,702.64 | 7,665.29 | 8,087.05 | 6,739.21 | 6,021.48 | 5,328.74 | 5,738.04 |
| 01-7301-7511 | TAXES | 21,784.99 | 20,947.11 | 21,429.11 | 20,408.68 | 20,045.86 | 19,462.00 | 20,195.15 | 19,799.17 | 19,726.38 |
| 01-7301-7520 | GROUNDS MAINTENANCE | 1,000.00 | 1,086.46 | 500.00 | 7,275.52 | 500.00 | 60.38 | 1,000.00 | 498.82 | - |
| 01-7301-7531 | FINANCIAL PLAN | - | - | - | - | - | - | - | - | - |
| 01-7301-7602 | SOFTWARE LICENSE | 700.00 | 661.44 | 650.00 | 650.00 | 650.00 | 610.56 | 500.00 | 407.04 | 1,000.00 |
| 01-7301-7611 | SEWER MAINTENACE | 20,000.00 | 47,234.72 | 20,000.00 | 18,260.77 | 20,000.00 | 23,996.52 | 22,000.00 | 30,069.04 | 10,000.00 |
| 01-7301-7613 | EQUIPMENT PURCHASE | - | - | - | - | - | - | - | - | - |
| 01-7301-7653 | Debt Exp - Principal | - | - | 22,401.19 | 37,362.39 | - | 34,488.36 | - | 8,622.09 | - |
| 01-7301-7654 | INTEREST EXPENSE | - | 2,462.47 | 500.00 | 958.13 | 1,500.00 | 1,678.45 | 3,000.00 | 537.75 | - |
| 01-7301-7660 | OTHER SERVICES | - | - | - | 21,871.48 | - | - | - | - | 6,204.00 |
| 01-7301-7675 | Legal | - | - | - | - | - | (2.37) | - | 504.24 | - |
| 01-7301-7680 | CONTRACTED SERVICES | 187,674.00 | 184,901.00 | 184,901.00 | 182,168.04 | 182,168.00 | 179,475.96 | 179,476.00 | 169,407.82 | 172,230.94 |
| 01-7301-7900 | TRANSFER TO RESERVES | 167,663.92 | - | 134,561.07 | 174,418.41 | 45,535.89 | 1,521.43 | 132,607.48 | 101,201.02 | 166,716.55 |
| 01-7301-7901 | TRANSFER FROM RESERVES | - | - | - | - | - | - | - | (5,257.01) | - |
| 01-7301-8000 | CAPITAL - WEST LORNE SEWAGE UPGRADES | 80,000.00 | 53,695.04 | 80,000.00 | - | 195,000.00 | 192,561.07 | 224,000.00 | 483,211.17 | - |
| 01-7301-8001 | CAPITAL - COLLECTION SYSTEM FLUSHING | - | - | - | | | | | | 10,000.00 |
| | | | | | | | | | | |
| | | \$ 0.00 | (164,984.82) | - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (0.00) |

| | | | | |
|-----------------|-------------|----------|----------|----------|
| Sewer Billings: | Meter Rate | \$ 2.70 | \$ 2.70 | \$ 2.65 |
| | Flat Charge | \$ 72.00 | \$ 72.00 | \$ 70.60 |

Reserves:

| | |
|---------------------------|----------------------|
| West Lorne Sewage | |
| Beg. Balance - Jan 1 2024 | \$ 207,922.65 |
| Transfer to Reserves | 167,663.92 |
| | <u>\$ 375,586.57</u> |

West Lorne Sewer

| | | 2024 Budget | 2025 Forecast | 2026 Forecast | 2027 Forecast | 2028 Forecast | 2029 Forecast | 2030 Forecast |
|-------------------|--------------------------------------|---------------|---------------|---------------|-----------------|-----------------|-----------------|-----------------|
| 01-7301-6190 | REBATES | - | | | | | | |
| 01-7301-6210 | GRANT - SCF | - | | | | | | |
| 01-7301-6190 | REBATES | - | | | | | | |
| 01-7301-6210 | GRANT - SCF | - | | | | | | |
| 01-7301-6370 | SEWER BILLINGS | (250,561.98) | (262,561.98) | (303,561.98) | (303,561.98) | (303,561.98) | (303,561.98) | (303,561.98) |
| 01-7301-6371 | Sewer Billings - Flat Charge | (286,260.93) | (308,260.93) | (345,260.93) | (345,260.93) | (345,260.93) | (345,260.93) | (345,260.93) |
| 01-7301-6850 | LONG-TERM FINANCING | - | - | - | - | - | - | - |
| | | | | | | | | |
| 01-7301-7500 | HYDRO | 48,000.00 | 50,000.00 | 51,000.00 | 52,020.00 | 53,060.40 | 54,121.61 | 55,204.04 |
| 01-7301-7502 | WATER | 500.00 | 500.00 | 500.00 | 550.00 | 600.00 | 650.00 | 700.00 |
| 01-7301-7510 | INSURANCE | 9,500.00 | 10,000.00 | 10,500.00 | 11,000.00 | 11,500.00 | 12,000.00 | 12,500.00 |
| 01-7301-7511 | TAXES | 21,784.99 | 22,000.00 | 22,300.00 | 22,600.00 | 22,900.00 | 23,200.00 | 23,500.00 |
| 01-7301-7520 | GROUNDS MAINTENANCE | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 |
| 01-7301-7531 | FINANCIAL PLAN | - | - | - | - | - | | |
| 01-7301-7602 | SOFTWARE LICENSE | 700.00 | 750.00 | 765.00 | 780.30 | 795.91 | 811.82 | 828.06 |
| 01-7301-7611 | SEWER MAINTENANCE | 20,000.00 | 20,000.00 | 20,000.00 | 20,000.00 | 20,000.00 | 20,000.00 | 20,000.00 |
| 01-7301-7613 | EQUIPMENT PURCHASE | - | - | - | - | - | - | - |
| 01-7301-7653 | Debt Exp - Principal | - | - | - | - | - | - | - |
| 01-7301-7654 | INTEREST EXPENSE | - | - | - | - | - | - | - |
| 01-7301-7660 | OTHER SERVICES | - | - | - | - | - | - | - |
| 01-7301-7675 | Legal | - | - | - | - | - | - | - |
| 01-7301-7680 | CONTRACTED SERVICES | 187,674.00 | 187,674.00 | 190,489.00 | 193,346.00 | 196,247.00 | 199,190.00 | 199,190.00 |
| 01-7301-7900 | TRANSFER TO RESERVES | 167,663.92 | 263,898.91 | 302,268.91 | 297,526.61 | 292,719.60 | 287,849.48 | 285,900.81 |
| 01-7301-7901 | TRANSFER FROM RESERVES | - | - | | | | | |
| 01-7301-8000 | CAPITAL - WEST LORNE SEWAGE UPGRADES | 80,000.00 | 15,000.00 | 50,000.00 | 50,000.00 | 50,000.00 | 50,000.00 | 50,000.00 |
| 01-7301-8001 | CAPITAL - COLLECTION SYSTEM FLUSHING | - | - | - | | | | |
| | | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ (0.00) | \$ 0.00 | \$ 0.00 |
| | | | | | | | | |
| Sewer Billings: | Meter Rate | \$ 2.70 | \$ 2.70 | \$ 2.70 | \$ 2.70 | \$ 2.70 | \$ 2.70 | \$ 2.70 |
| | Flat Charge | \$ 72.00 | \$ 72.00 | \$ 72.00 | \$ 72.00 | \$ 72.00 | \$ 72.00 | \$ 72.00 |
| | | | | | | | | |
| Reserves: | | | | | | | | |
| West Lorne Sewage | | | | | | | | |
| | Beg. Balance - Jan 1 2024 | \$ 207,922.65 | \$ 375,586.57 | \$ 639,485.48 | \$ 941,754.39 | \$ 1,239,281.00 | \$ 1,532,000.60 | \$ 1,819,850.08 |
| | Transfer to Reserves | 167,663.92 | 263,898.91 | 302,268.91 | 297,526.61 | 292,719.60 | 287,849.48 | 285,900.81 |
| | | \$ 375,586.57 | \$ 639,485.48 | \$ 941,754.39 | \$ 1,239,281.00 | \$ 1,532,000.60 | \$ 1,819,850.08 | \$ 2,105,750.89 |

Water

| | | 2024 Budget | | | | | | | | | | | | | | | |
|--------------|-----------------------------------|--------------|--|--------------|--------------|-------------|--|--------------|--------------|-------------|--|--------------|--------------|-------------|--|--------------|--------------|
| | | 2024 Budget | | 2023 Actuals | | 2023 Budget | | 2022 Actuals | | 2022 Budget | | 2021 Actuals | | 2021 Budget | | 2020 Actuals | |
| 01-7310-6111 | PENALTY, INTEREST & MISC. | (12,000.00) | | (12,217.49) | (12,000.00) | | | (12,281.93) | (15,000.00) | | | (18,939.84) | (9,500.00) | | | (9,451.72) | (11,000.00) |
| 01-7310-6120 | WATER - Change of Occupancy | (5,000.00) | | (2,130.00) | (7,000.00) | | | (7,477.23) | (10,000.00) | | | (11,055.58) | (5,000.00) | | | (73,537.21) | (5,000.00) |
| 01-7310-6360 | WATER REV - RESIDENTIAL | (571,057.40) | | (549,093.65) | (532,603.37) | | | (504,837.32) | (584,275.43) | | | (504,400.88) | (917,164.13) | | | (894,353.73) | (846,538.59) |
| 01-7310-6361 | WATER REV-NON RESIDENTIAL | (99,151.38) | | (95,337.87) | (96,086.69) | | | (91,077.43) | (93,724.85) | | | (95,656.44) | (118,810.57) | | | (91,220.22) | (107,585.42) |
| 01-7310-6362 | Bulk Water Station | (16,254.37) | | (15,050.34) | (12,000.00) | | | (1,529.24) | - | | | - | - | | | (20,981.89) | - |
| 01-7310-6364 | WATER - New Water Services | (20,000.00) | | (24,303.48) | (20,000.00) | | | (46,463.30) | (30,000.00) | | | (26,664.49) | (10,000.00) | | | (12,164.48) | (6,000.00) |
| 01-7310-6365 | WATER - Disconnect/Reconnect Fees | (5,000.00) | | (3,760.00) | (6,000.00) | | | (6,840.00) | (1,000.00) | | | (7,820.00) | (10,000.00) | | | (8,110.00) | (10,000.00) |
| 01-7310-6370 | WATER - Fire Hydrants | (19,600.00) | | (19,600.00) | (19,600.00) | | | (19,600.00) | (19,600.00) | | | (19,600.00) | - | | | - | - |
| 01-7310-6371 | Water - Flat Charge | (610,139.61) | | (564,944.08) | (538,641.08) | | | (508,151.96) | (416,691.55) | | | (461,934.18) | - | | | - | - |
| | | | | | | | | | | | | | | | | | |
| 01-7310-7145 | VEHICLE EXP | 2,500.00 | | 1,654.16 | 2,500.00 | | | 1,673.01 | 5,000.00 | | | 3,179.78 | 5,000.00 | | | 1,900.53 | 5,000.00 |
| 01-7310-7281 | WATERMAIN REPAIR & MAINTENANCE | 40,000.00 | | 22,984.28 | 40,000.00 | | | 68,355.10 | 60,000.00 | | | 40,554.23 | 55,000.00 | | | 43,433.20 | 40,000.00 |
| 01-7310-7282 | HYDRANT REPAIR & MAINTENANCE | 25,000.00 | | 37,446.20 | 25,000.00 | | | - | 7,500.00 | | | 7,331.06 | 7,500.00 | | | 939.46 | 5,000.00 |
| 01-7310-7400 | WAGES | 174,594.42 | | 147,820.96 | 163,750.94 | | | 138,956.53 | 130,573.25 | | | 163,548.10 | 159,860.00 | | | 157,509.91 | 157,107.88 |
| 01-7310-7401 | CPP EXPENSE | 10,174.72 | | 7,429.38 | 8,187.55 | | | 7,019.08 | 6,528.66 | | | 8,104.78 | 7,578.57 | | | 7,238.96 | 785.54 |
| 01-7310-7402 | EI EXPENSE | 4,069.89 | | 2,455.47 | 3,275.02 | | | 2,379.13 | 2,611.47 | | | 3,024.60 | 2,949.94 | | | 2,822.87 | 3,142.16 |
| 01-7310-7403 | EHT EXPENSE | 3,524.46 | | 2,694.15 | 1,637.51 | | | 2,683.14 | 2,611.47 | | | 3,203.63 | 3,210.71 | | | 3,061.66 | 3,142.16 |
| 01-7310-7404 | WSIB | 10,174.72 | | 4,501.21 | 4,912.53 | | | 2,656.27 | 3,917.20 | | | 4,750.06 | 4,677.53 | | | 4,474.69 | 1,571.08 |
| 01-7310-7405 | LIFE INSURANCE | 900.00 | | 951.23 | 979.29 | | | 899.06 | 1,251.30 | | | 1,273.09 | 1,369.03 | | | 1,315.32 | 1,571.08 |
| 01-7310-7406 | BENEFITS EXPENSE | 14,833.00 | | 13,119.53 | 14,306.31 | | | 12,741.34 | 15,015.61 | | | 17,149.95 | 14,912.67 | | | 14,238.80 | 1,571.08 |
| 01-7310-7407 | OMERS EXPENSE | 12,742.00 | | 12,546.93 | 12,464.53 | | | 11,743.32 | 11,261.70 | | | 14,645.88 | 14,847.48 | | | 14,180.83 | 14,139.71 |
| 01-7310-7415 | Training | 1,500.00 | | 788.59 | 2,500.00 | | | 378.55 | 1,000.00 | | | 312.18 | 1,000.00 | | | 130.85 | 2,000.00 |
| 01-7310-7430 | WAGES TRANSFER-IN | 36,587.00 | | - | - | | | - | - | | | - | 13,480.96 | | | 17,470.08 | - |
| 01-7310-7431 | WAGES TRANSFER OUT | (7,394.76) | | (3,819.09) | - | | | - | - | | | - | - | | | (999.03) | - |
| 01-7310-7440 | CONFERENCES/SEMINARS/MEETINGS | 500.00 | | - | 500.00 | | | - | 500.00 | | | 125.00 | - | | | - | 1,000.00 |
| 01-7310-7442 | MILEAGE | - | | - | 1,000.00 | | | 1,410.81 | 1,250.00 | | | 1,100.40 | 1,000.00 | | | 820.66 | 500.00 |
| 01-7310-7446 | Staff Recruitment | - | | - | - | | | - | - | | | - | - | | | - | - |
| 01-7310-7450 | HEALTH & SAFETY | 500.00 | | 207.09 | 500.00 | | | 530.23 | 500.00 | | | 220.11 | 500.00 | | | 106.09 | 1,000.00 |
| 01-7310-7452 | UNIFORMS | 2,000.00 | | 773.26 | 1,500.00 | | | 1,372.23 | 1,500.00 | | | 1,635.20 | 1,500.00 | | | 630.39 | 1,500.00 |
| 01-7310-7500 | HYDRO | 4,200.00 | | 3,981.78 | 8,500.00 | | | 8,108.70 | 6,000.00 | | | 6,430.63 | 6,000.00 | | | 6,000.49 | 6,000.00 |
| 01-7310-7501 | GAS | 1,500.00 | | 1,389.92 | 1,300.00 | | | 1,503.72 | 1,000.00 | | | 1,175.35 | 1,000.00 | | | 1,047.64 | 1,000.00 |
| 01-7310-7502 | WATER | 1,000.00 | | 793.37 | 1,100.00 | | | 1,049.42 | 1,000.00 | | | 867.61 | 1,000.00 | | | 653.39 | 1,000.00 |
| 01-7310-7509 | POSTAGE & COURIER | - | | - | - | | | - | - | | | - | - | | | - | 10,000.00 |
| 01-7310-7510 | INSURANCE | 22,621.25 | | 21,218.40 | 21,218.40 | | | 18,662.31 | 17,960.89 | | | 14,967.41 | 15,944.36 | | | 12,237.23 | 13,177.16 |
| 01-7310-7511 | TAXES | 1,000.00 | | 913.71 | 1,000.00 | | | 890.23 | 1,000.00 | | | 848.93 | 1,000.00 | | | 863.65 | 1,000.00 |
| 01-7310-7515 | BUILDING REPAIRS & MAINTENANCE | 10,000.00 | | 1,803.26 | 7,500.00 | | | 1,556.41 | 7,500.00 | | | 4,382.44 | 7,500.00 | | | 4,666.29 | 5,000.00 |
| 01-7310-7516 | JANITORIAL | 250.00 | | 417.12 | 200.00 | | | 160.63 | 200.00 | | | 183.58 | 200.00 | | | 60.58 | 200.00 |
| 01-7310-7519 | METER REPAIR & MAINTENANCE | 30,000.00 | | 10,345.37 | 12,500.00 | | | 10,074.94 | 20,000.00 | | | 18,001.89 | 20,000.00 | | | 10,682.41 | 25,000.00 |

Water

| | | 2024 Budget | 2025 Forecast | 2026 Forecast | 2027 Forecast | 2028 Forecast | 2029 Forecast | 2030 Forecast |
|--------------|-----------------------------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|
| 01-7310-6111 | PENALTY, INTEREST & MISC. | (12,000.00) | (12,000.00) | (12,000.00) | (12,000.00) | (12,000.00) | (12,000.00) | (12,000.00) |
| 01-7310-6120 | WATER - Change of Occupancy | (5,000.00) | (5,000.00) | (5,000.00) | (5,000.00) | (5,000.00) | (5,000.00) | (5,000.00) |
| 01-7310-6360 | WATER REV - RESIDENTIAL | (571,057.40) | (656,716.01) | (712,536.87) | (737,475.66) | (759,599.93) | (767,195.93) | (774,867.88) |
| 01-7310-6361 | WATER REV-NON RESIDENTIAL | (99,151.38) | (114,024.09) | (123,716.14) | (128,046.21) | (131,887.59) | (133,206.47) | (134,538.53) |
| 01-7310-6362 | Bulk Water Station | (16,254.37) | (17,879.80) | (18,505.60) | (19,153.29) | (19,727.89) | (19,925.17) | (20,124.42) |
| 01-7310-6364 | WATER - New Water Services | (20,000.00) | (20,000.00) | (20,000.00) | (20,000.00) | (20,000.00) | (20,000.00) | (20,000.00) |
| 01-7310-6365 | WATER - Disconnect/Reconnect Fees | (5,000.00) | (5,000.00) | (5,000.00) | (5,000.00) | (5,000.00) | (5,000.00) | (50,000.00) |
| 01-7310-6370 | WATER - Fire Hydrants | (19,600.00) | (19,600.00) | (19,600.00) | (19,600.00) | (19,600.00) | (19,600.00) | (19,600.00) |
| 01-7310-6371 | Water - Flat Charge | (610,139.61) | (701,660.55) | (761,301.69) | (787,947.25) | (811,585.67) | (819,701.53) | (827,898.54) |
| | | | | | | | | |
| 01-7310-7145 | VEHICLE EXP | 2,500.00 | 2,500.00 | 2,500.00 | 2,500.00 | 2,500.00 | 2,500.00 | 2,500.00 |
| 01-7310-7281 | WATERMAIN REPAIR & MAINTENANCE | 40,000.00 | 40,000.00 | 40,000.00 | 40,000.00 | 40,000.00 | 40,000.00 | 40,000.00 |
| 01-7310-7282 | HYDRANT REPAIR & MAINTENANCE | 25,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| 01-7310-7400 | WAGES | 174,594.42 | 144,418.15 | 147,306.51 | 150,252.64 | 153,257.69 | 156,322.85 | 159,449.31 |
| 01-7310-7401 | CPP EXPENSE | 10,174.72 | 7,220.91 | 7,365.33 | 7,512.63 | 7,662.88 | 7,816.14 | 7,972.47 |
| 01-7310-7402 | EI EXPENSE | 4,069.89 | 2,888.36 | 2,946.13 | 3,005.05 | 3,065.15 | 3,126.46 | 3,188.99 |
| 01-7310-7403 | EHT EXPENSE | 3,524.46 | 2,888.36 | 2,946.13 | 3,005.05 | 3,065.15 | 3,126.46 | 3,188.99 |
| 01-7310-7404 | WSIB | 10,174.72 | 7,220.91 | 7,365.33 | 7,512.63 | 7,662.88 | 7,816.14 | 7,972.47 |
| 01-7310-7405 | LIFE INSURANCE | 900.00 | 918.00 | 936.36 | 955.09 | 974.19 | 993.67 | 1,013.55 |
| 01-7310-7406 | BENEFITS EXPENSE | 14,833.00 | 15,129.66 | 15,432.25 | 15,740.90 | 16,055.72 | 16,376.83 | 16,704.37 |
| 01-7310-7407 | OMERS EXPENSE | 12,742.00 | 12,996.84 | 13,256.78 | 13,521.91 | 13,792.35 | 14,068.20 | 14,349.56 |
| 01-7310-7415 | Training | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 |
| 01-7310-7430 | WAGES TRANSFER-IN | 36,587.00 | 37,318.74 | 38,065.11 | 38,826.42 | 39,602.95 | 40,395.00 | 41,202.90 |
| 01-7310-7431 | WAGES TRANSFER OUT | (7,394.76) | (7,542.66) | (7,693.51) | (7,847.38) | (8,004.33) | (8,164.42) | (8,327.70) |
| 01-7310-7440 | CONFERENCES/SEMINARS/MEETINGS | 500.00 | 500.00 | 500.00 | 500.00 | 500.00 | 500.00 | 500.00 |
| 01-7310-7442 | MILEAGE | - | - | - | - | - | - | - |
| 01-7310-7446 | Staff Recruitment | - | - | - | - | - | - | - |
| 01-7310-7450 | HEALTH & SAFETY | 500.00 | 500.00 | 500.00 | 500.00 | 500.00 | 500.00 | 500.00 |
| 01-7310-7452 | UNIFORMS | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 01-7310-7500 | HYDRO | 4,200.00 | 4,500.00 | 4,590.00 | 4,681.80 | 4,775.44 | 4,870.94 | 4,968.36 |
| 01-7310-7501 | GAS | 1,500.00 | 1,530.00 | 1,560.60 | 1,591.81 | 1,623.65 | 1,656.12 | 1,689.24 |
| 01-7310-7502 | WATER | 1,000.00 | 1,100.00 | 1,210.00 | 1,331.00 | 1,464.10 | 1,610.51 | 1,771.56 |
| 01-7310-7509 | POSTAGE & COURIER | - | - | | | | | |
| 01-7310-7510 | INSURANCE | 22,621.25 | 23,978.53 | 24,458.10 | 24,947.26 | 25,446.20 | 25,955.13 | 26,474.23 |
| 01-7310-7511 | TAXES | 1,000.00 | 1,100.00 | 1,144.00 | 1,189.76 | 1,237.35 | 1,286.84 | 1,338.32 |
| 01-7310-7515 | BUILDING REPAIRS & MAINTENANCE | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| 01-7310-7516 | JANITORIAL | 250.00 | 300.00 | 300.00 | 300.00 | 300.00 | 300.00 | 300.00 |
| 01-7310-7519 | METER REPAIR & MAINTENANCE | 30,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |

Water

| | 2024 Budget | 2025 Forecast | 2026 Forecast | 2027 Forecast | 2028 Forecast | 2029 Forecast | 2030 Forecast |
|---|--------------|---------------|---------------|---------------|---------------|---------------|---------------|
| 01-7310-7529 Locates - Ontario One Call | 1,500.00 | 1,500.00 | 1,500.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 01-7310-7531 CONTRACTS & AGREEMENTS - Water Modeling Study | 46,500.00 | - | - | - | - | - | - |
| 01-7310-7601 PHONE & INTERNET | 2,750.00 | 3,000.00 | 3,060.00 | 3,121.20 | 3,183.62 | 3,247.30 | 3,312.24 |
| 01-7310-7602 SOFTWARE LICENSE | 2,000.00 | 7,500.00 | 7,650.00 | 7,803.00 | 7,959.06 | 8,118.24 | 8,280.61 |
| 01-7310-7609 TOOLS | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 01-7310-7611 EQUIPMENT MAINTENACE | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 |
| 01-7310-7613 EQUIPMENT PURCHASE | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 | 2,000.00 |
| 01-7310-7650 OFFICE SUPPLIES | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 |
| 01-7310-7651 POSTAGE & COURIER | 10,000.00 | 10,200.00 | 10,404.00 | 10,612.08 | 10,824.32 | 11,040.81 | 11,261.62 |
| 01-7310-7652 ADVERTISING EXP | - | - | - | - | - | - | - |
| 01-7310-7653 Bulk Water Station Fees | 1,000.00 | 1,020.00 | 1,040.40 | 1,061.21 | 1,082.43 | 1,104.08 | 1,126.16 |
| 01-7310-7660 OTHER SUPPLIES | - | - | - | - | - | - | - |
| 01-7310-7675 LEGAL | - | - | - | - | - | - | - |
| 01-7310-7676 AUDIT FEES | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 |
| 01-7310-7680 CONTRACTED SERVICES - OCWA | 187,674.00 | 187,674.00 | 190,489.00 | 193,346.00 | 196,247.00 | 199,190.00 | 199,190.00 |
| 01-7310-7682 Water Expense - Tri County | 689,860.00 | 717,985.00 | 740,844.38 | 764,503.83 | 785,493.14 | 727,839.47 | 735,117.86 |
| 01-7310-7699 BILLABLE | - | - | - | - | - | - | - |
| 01-7310-7701 FUEL - GAS | 7,500.00 | 7,650.00 | 7,803.00 | 7,959.06 | 8,118.24 | 8,280.61 | 8,446.22 |
| 01-7310-7777 BAD DEBT EXPENSE | - | | | | | | |
| 01-7310-7900 TRANSFER TO RESERVES | - | 40,385.65 | 149,680.41 | 233,289.45 | 343,511.87 | 319,251.70 | 458,038.06 |
| 01-7310-7901 TRANSFER FROM RESERVES | (270,357.94) | | | | | | |
| 01-7310-8000 CAPITAL - RODNEY ELEVATED WATER TOWER RECHLORINATI | - | | | | | | |
| 01-7310-8001 CAPITAL - WATER LINE EXT | 50,000.00 | | | | | | |
| 01-7310-8002 CAPITAL - WATERLINE REPLACEMENT (CHESTNUT/WOOD) | - | | | | | | |
| 01-7310-8003 CAPITAL - TODD PL WATER LINE REPLACEMENT | - | | | | | | |
| 01-7310-8004 CAPITAL - AMR SOFTWARE & HARDWARE | 160,000.00 | | | | | | |
| 01-7310-8005 CAPITAL - METER REPLACEMENT | - | | | | | | |
| 01-7310-8006 CAPITAL - CAST IRON MAIN BEHIND RODNEY LIBRARY | - | | | | | | |
| 01-7310-8007 CAPITAL - RODNEY TOWER CLEAN & INSPECT | - | | | | | | |
| 01-7310-8008 CAPITAL - Bulk Water Station Payment Terminal | - | | | | | | |
| 01-7310-8009 CAPITAL - Truck Replacement | 50,000.00 | | | | | | |
| 01-7310-XXXX CAPITAL - Forecast | | 225,000.00 | 210,000.00 | 150,000.00 | 60,000.00 | 150,000.00 | 60,000.00 |
| | \$ 0.00 | \$ (0.00) | \$ 0.00 | \$ (0.00) | \$ (0.00) | \$ (0.00) | \$ (0.00) |
| Notes: | | | | | | | |
| Water Metered Rate | \$ 2.00 | \$ 2.16 | \$ 2.31 | \$ 2.47 | \$ 2.62 | \$ 2.67 | \$ 2.73 |
| Water Flat Rate | \$ 55.00 | \$ 59.40 | \$ 63.56 | \$ 68.01 | \$ 72.09 | \$ 73.53 | \$ 75.00 |
| Beatty Line | \$ 2.76 | \$ 2.98 | \$ 3.19 | \$ 3.41 | \$ 3.62 | \$ 3.69 | \$ 3.76 |
| Bulk Water Station | \$ 4.00 | \$ 4.32 | \$ 4.62 | \$ 4.95 | \$ 5.24 | \$ 5.35 | \$ 5.45 |



Municipality of West Elgin

Minutes

Council Meeting

February 22, 2024, 4:00 p.m.

Council Chambers

160 Main Street

West Lorne

Present: Deputy Mayor Tellier
Councillor Navackas
Councillor Denning
Councillor Statham

Regrets: Mayor Leatham

Staff Present: M. Badura, CAO/ Treasurer
L. Gosnell, Manager of Operations & Community Services
Terri Towstiuc, Clerk

Also Present: L. Schneider, Resident and Delegation
C. Lierman P.Eng, Spriets Associates Ltd.
M. Kerkvliet, Elgin St. Thomas Small Business Enterprise Centre
E. Crevitts, Elgin St. Thomas Small Business Enterprise Centre

Council Meetings are held in-person at 160 Main Street, West Lorne, and the post-meeting recording available at www.westelgin.net, when available (pending no technical difficulties).

1. Call to Order

Deputy Mayor Tellier called the meeting to order at 4:07 pm.

2. Adoption of Agenda

Resolution No. 2024- 59

Moved: Councillor Denning

Seconded: Councillor Navackas

That West Elgin Council hereby adopts the Regular Council Agenda for February 22, 2023, as presented.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Delegations

4.1 Larry Schnieder

Volunteer awards: to build a stronger sense of community, to recognize that all of our lives are improved by the volunteer efforts of people from across West Elgin, it is crucial that we celebrate the unsung work of as many volunteers as we possibly can.

Councillor Profiles: To educate the public and inform them of whom our hard-working Councillors and mayor are, your backgrounds and interests, I would like to create a series of articles for the Chronicle about you, and some of the key people in leadership roles with the MWE. These might appear once per month, for all who are willing to participate.

Chronicle Articles: an ongoing series: more businesses and updates as changes occur.

Beautification continuation on Furnival: site of former Miller Motors sign. Added floral baskets over the old bolts in the ground.

4.2 Spriet Associates, West Lorne Storm Sewer Study 2023

Resolution No. 2024- 60

Moved: Councillor Denning

Seconded: Councillor Statham

That West Elgin Council hereby receives the West Lorne Storm Sewer Study from Spriet Associates, as information only.

Carried

4.3 Elgin/St. Thomas Small Business Enterprise Centre

Resolution No. 2024- 61

Moved: Councillor Navackas
Seconded: Councillor Denning

That West Elgin Council hereby receives the presentation from Elgin St. Thomas Small Business Enterprise Centre, as information only.

Carried

5. Adoption of Minutes

Resolution No. 2024- 62

Moved: Councillor Denning
Seconded: Councillor Navackas

That West Elgin Council hereby adopt the Minutes of February 8, 2024, as presented.

Carried

6. Business Arising from Minutes

7. Staff Reports

7.1 Operations & Community Services

7.1.1 Monthly Operations Update, January 2024

Resolution No. 2024- 63

Moved: Councillor Statham
Seconded: Councillor Navackas

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

Carried

7.2 Clerk's

7.2.1 OTF Funding

Resolution No. 2024- 64

Moved: Councillor Navackas
Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Ontario Trillium Fund Grant proposal; And

That Council direct staff to proceed with the application, with the proposed project of the multi-use pad at Miller Park and submit the application to the Ontario Trillium Fund prior to March 6, 2024.

Carried

7.2.2 Port Glasgow Yacht Club, Marina Pier Extension

Resolution No. 2024- 65

Moved: Councillor Denning

Seconded: Councillor Navackas

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Port Glasgow Yacht Club, Marina Pier Extension; And

That West Elgin Council hereby partner with Port Glasgow Yacht Club and contribute to the Port Glasgow Marina Pier Extension project, to a maximum amount of \$288,000.00; And

That West Elgin Council transfer the funds from the Marina Pier Extension reserves set aside for this specific purpose.

Carried

7.3 Finance/Administration

7.3.1 West Elgin Water Modeling Study

Resolution No. 2024- 66

Moved: Councillor Denning

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: West Elgin Water Modeling Study; And

That West Elgin Council approves the proposal prepared by Dillon Engineering for the purchase of engineering services to prepare water modeling study in the amount of \$45,500.00 plus applicable taxes.

Carried

7.3.2 Council Remuneration

Resolution No. 2024- 67

Moved: Councillor Navackas
Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re: 2023 Council Remuneration and Expenses report for information only.

Carried

7.3.3 Rodney Sewage – Change Request No. 01: Lagoon Decant System Design

Resolution No. 2024- 68

Moved: Councillor Denning
Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Magda Badura, CAO/Treasurer re: Rodney Sewage – Change Request No. 01: Lagoon Decant System Design; And

That West Elgin Council approve additional cost of engineering in the amount of \$65,394.70 plus applicable taxes.

Carried

8. Committee and Board Reports or Updates
None received.

9. Accounts

Resolution No. 2024- 69

Moved: Councillor Navackas
Seconded: Councillor Statham

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #2A amounting to \$ 1,417,146.29 in settlement of General, Road, Water and Arena Accounts including Cheque number 26384-26396, EFT#7846-7907 and Payroll Pay Period 03.

Carried

10. Notice of Motion
None received.

11. Council Inquires/Announcements
None received.

12. Correspondence

- 12.1 WOWC Letter to Premier Ford
- 12.2 Ontario News Release Re: Provincial Carbon Tax
- 12.3 West Elgin Early Years Advisory Committee Minutes
- 12.4 Elgin County Official Plan Final Draft and Public Notice

Resolution No. 2024- 70

Moved: Councillor Denning

Seconded: Councillor Navackas

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

Carried

13. Items Requiring Council Consideration

13.1 Rodney Horticulture Fee Waiver Request

Resolution No. 2024- 71

Moved: Councillor Navackas

Seconded: Councillor Statham

That West Elgin Council acknowledge receipt of the fee waiver request submitted by the Rodney and District Horticultural Society; And

That Council approve the request to waive fees for the Rodney Recreation Centre, May 10, 2024 at an cost of \$100, plus applicable taxes; And the 2024 Annual Plant Sale, May 11, 2024, at a cost of \$200, plus applicable taxes, in accordance with West Elgin rental contract # 732; And

That the approvals be noted during the 2024 Community Grants applications and budget discussions, as approved.

Carried

13.2 Elgin County Library Request

Resolution No. 2024- 72

Moved: Councillor Statham

Seconded: Councillor Denning

That West Elgin Council acknowledge receipt of the request dated January 23, 2024 from Janet Given, Branch Supervisor, Dutton, West Lorne and Rodney (Library) Branches; And

That Council approve the use of the beach and parking lot for the Star Gazing event, August 9, 2024; And

That Council approve the use of the Miller Park Pavilion on August 10, 2024, for the Summer Reading Club, with fees to be waived for this purpose.

Carried

14. Upcoming Meetings and Holiday Closures

- Feb 28 2024 9:00 AM Old Town Hall Committee
- Mar 13 2024 9:00 AM West Elgin Community Centre Board of Management
- Mar 14 2024 4:00 PM Council Meeting
- Mar 27 2024 7:00 PM Recreation Committee
- Mar 28 2024 4:00 PM Council Meeting
- Mar 29 & Apr 1 Good Friday & Easter Monday, Municipal Office Closed

15. By-Laws

15.1 By-law 2024-15, Agreement with Kiwanis Club of Rodney for Rodney Park OTF Grant Application

Resolution No. 2024- 73

Moved: Councillor Statham

Seconded: Councillor Navackas

That By-law 2024-15, A By-law to Authorize the Execution of an Agreement between the Kiwanis Club of Rodney Incorporated (74327) and The Corporation of the Municipality of West Elgin, be read a first, second and third and final time.

Carried

15.2 By-law 2024-16, CBO Agreement

Resolution No. 2024- 74

Moved: Councillor Navackas

Seconded: Councillor Denning

That By-law 2024-16, Being a By-law to Authorize the Execution of an Agreement an agreement for the provision of Building Code Act

Administration and the Enforcement Services with the Township of Southwold, and Repeal By-law 2023- 04, be read a first, second and third and final time.

Carried

15.3 By-law 2024-17, Appoint Alternate County Council Member

Resolution No. 2024- 75

Moved: Councillor Navackas

Seconded: Councillor Statham

That By-law 2024-17, Being a By-Law to Appoint an Alternate Member to the Council of the County of Elgin during an absence of the Mayor, be read a first, second and third and final time.

Carried

16. Closed Session

Resolution No. 2024- 76

Moved: Councillor Denning

Seconded: Councillor Statham

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 5:55 pm, to discuss matters pursuant to Section 239 (2)

- (b), being personal matters about an identifiable individual, including municipal or local board employees;
- (d) labour relations or employee negotiations:
- (e) being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Carried

17. Report from Closed Session

Council reconvened into open session at 6:58pm.

Deputy Mayor Tellier reported that Council met in closed session and discussed three (3) items pursuant to the Municipal Act Section 239 (2)(b), being personal matters about identifiable individuals, including municipal or local board employees; one (1) items pursuant to Section 239 (2)(d) labour relations or employee negotiations; and one (1) item pursuant to Section 239 (2)(e) litigation

or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Direction was provided direction, including the following resolution passed in open session:

Resolution No. 2024- 77

Moved: Councillor Statham

Seconded: Councillor Navackas

That West Elgin Council hereby authorize the CAO/Treasurer, to hire a part-time Special Projects Manager, with the option to renegotiate at the end of the contract.

Carried

18. Confirming By-Law

Resolution No. 2024- 78

Moved: Councillor Denning

Seconded: Councillor Navackas

That By-law 2024-18, being a By-law to confirm the proceeding of the Regular Meeting of Council held on February 22, 2024, be read a first, second and third and final time.

Carried

19. Adjournment

Resolution No. 2024- 79

Moved: Councillor Statham

Seconded: Councillor Navackas

That the Council of the Municipality of West Elgin hereby adjourn at 6:59pm to meet again at 4:00pm, on Thursday, March 14, 2024 or at the call of the Chair.

Carried

Taraesa Tellier, Deputy Mayor

Terri Towstiuc, Clerk



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

January 10, 2024, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Present:
Ken Loveland
Jim Hathaway
Terry Weed
Bill Denning
Ryan Statham

Staff Present:
Lee Gosnell, Manager of Operations and Community Services
Adam Ecker, Recreation Supervisor
Jenn Vanesse

1. Call to Order

Chair K. Loveland called the meeting to order at 9:00 a.m.

2. Adoption of Agenda

Moved: Terry Weed

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management hereby adopts the Agenda as presented.

Carried

4. Minutes

Moved: Bill Denning
Seconded: Terry Weed

That West Elgin Community Centre Board of Management Committee adopt the minutes of November 8th 2023, and December 13th 2023 as circulated and printed.

Carried

6. Financials

Moved: Ryan Statham
Seconded: Terry Weed

That the West Elgin Community Centre Board of Management Committee adopt the financials of January 10th, 2024 as circulated and printed.

Carried

7. Staff Reports

Moved: Jim Hathaway
Seconded: Bill Denning

That the West Elgin Community Centre Board of Management hereby receives the report from Lee Gosnell, Manager of Operations and Community Services;
And

That a decision on requests to operate the canteen and/or set up a mobile food outlet in the arena parking area be postponed until further information regarding arena renovations and municipal licensing become available.

Carried

8. New Business

8.1 Skating Club Update

68 members and things are going well.

8.2 Minor Hockey Update

Minor Hockey is starting into its playoffs. Their last tournament will be April 6th or 7th with 2-3 teams attending, so they may need some ice time a few

days after Easter for practice. Minor hockey will work with staff on extra ice time as it becomes closer.

8.3 Arena Revitalization Update

The committee met this week and have narrowed down their thoughts and are focusing on the wants and needs of the arena. They are waiting on some drawings to be completed to bring to this committee. In the original Kraft Kockeyville application, the request was for more dressing rooms to be added. One idea is up front where the small dressing room, front office and hallway are, that it could be made into 2 dressing rooms and upgrades to the washrooms for accessibility. An idea is an addition with office space and vestibule to prevent a blast of cold air coming in when the doors open to the warm room. Also looking into the canteen space being repurposed if a decision is made to not use it. Another idea is to have a second level on the warm room. This will require a structural engineer to come in and advise whether it is possible or not, and what associated costs would be incurred. An elevator would need to be installed if a second story was put in for accessibility. The committee is working with Spriets engineering to come up with the mock ups and expertise. The renovations would not be able to be done in stages, and earliest anticipated date of starting work would be summer of 2025

9. Staff Operations Update

The staff made it through the holidays, and are looking forward to the playoffs. No mechanical issues to report so far this season.

10. Adjournment

Moved: Terry Weed

Seconded: Ryan Statham

That the West Elgin Community Centre Board of Management hereby adjourn at 9:22 a.m. to meet again on February 14th 2024.

Carried

Ken Loveland, Chair

Jenn VanEsse, Recording Secretary



Municipality of West Elgin

Minutes

Recreation Committee

January 17, 2024, 7:00 p.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Present: Councillor T. Tellier
Nicole Campbell
Cindy da Costa
Megan Bartlett
Michelle Navackas
Courtney Kreamer

Staff Present: Jenn Vanesse

1. Call to Order

Chair Taraesa Tellier called the meeting to order at 7:00 p.m.

2. Election of Chair and Vice Chair

Recording Secretary called for nominations for the position of Chair. Michelle Navackas nominated Taraesa Tellier, who agreed to stand for the position.

Recording Secretary proceeded to call two more times for nominations, and none were brought forward.

Recording Secretary called for nominations for the position of Vice Chair. Taraesa Tellier nominated Megan Bartlett, who agreed to stand for the position. recording Secretary proceeded to call two more times for nominations, and none were brought forward.

3. Code of Conduct and Terms of Reference

Under composition of committee, the committee would like to allow non-voters to join the committee. Also they would like to include a parks and recreation staff member as required to be present at the meetings. The committee is trying to show the importance on community and economic development. For a staff member, there are sometimes when they would want a senior manager on the meeting to help with some decisions or clarification. Intent is for up to 10 non-voting members. Still looking for a student voice to join the committee as well. Would like to see the committee diversified and be well rounded.

On reporting relations ship (#4 in Dutton Dunwich terms of reference), the wording was great, but would like it to state there is no rec assistant, and to have a rec supervisor join the meetings to guide us on operational resources. The intent is that the perception to public will increase seeing a rec representative on the committee. The committee would like them there on an event-by-event basis.

It was concluded that the committee would like to re-assess these documents until staff availability is determined.

4. Adoption of Agenda

Moved: Megan Bartlett

Seconded: Michelle Navackas

That West Elgin Recreation Committee hereby adopts the agenda as circulated.

Carried

6. Minutes

Moved: Nicole Campbell

Seconded: Courtney Kreamer

That the West Elgin Recreation Committee adopts the minutes of December 6, 2023 as printed and circulated.

Carried

7. Business Arising from Minutes

No business arising from minutes.

8. Staff Reports

All of the lines are down at the rec center. The Rec Center is booked every night of the week. There have been complaints on the price increase which is going to council next week. The members felt frustrated at the comments, but were understanding that with everything else going up in costs, that it made sense as well. There was previous thought into a flat rate rec fee paid every 6 or 12 months to utilize all programs, but the limitations came down to tracking, and it wasn't feasible. An idea came forward that there could be a fundraiser for those needing assistance with entrance fees, but had to provide some information on why they needed the assistance.

A suggestion was brought forth to have some kind of explanation in the municipal online postings (ie. rec center needs a major repair which is more than what was budgeted for, insurance has increases, utilities have increased, etc...). Possibly reaching out the service clubs to show what we are offering in the community, the cost, and the reason of why the costs have increases to help offset costs for those who cannot afford it.

Looking into a way to collect data or matrix on programs (ie. we offered rec programs to x amount of kids this month, or we booked the rec center out x nights a week for the month). It could be an end of year report.

Also bringing forward to groups that it may be cheaper to have the groups rent the facility then to do the municipal program. Looking to Salus to see if they can provide any information on insurance, such as how individuals go about insurance, and how that looks for their program. This will provide the groups with all the tools for a rental or programming option.

The Rodney skateboard park was vandalized with a hate crime and they have tried their best to fade it until the weather cooperates to get the paint off.

9. New Business

9.1 Budget Items

The committee would like to have a designated Rec person for the municipality. Previously there wasn't enough in the budget and then election year happened and it wasn't pursued anymore. It likely would be backed by taxes. The intent is to keep people in the area to spend money within the community. There is no one advocating or advertising the rec center. There is potential for small shows to come in for income generation. The responsibility of the person is to try to break even, instead of a deficit every year. They could also be directly writing grants and could move larger projects along which could potentially bring in more revenue. The role would need to have clear expectations and effective targets. The

key elements will be presented to council. Adam's (park & rec supervisor) job description would be looked at to ensure no overlap and that the positions would work well together. Michelle will reach out to Dutton-Dunwich and city of London to see what their positions entail. The committee wants to activate the rec center from 9am-9pm seven days a week, and activating the use of the arena in off season.

Roller-skating in the arena was an idea brought forth with theme nights. There is a ball/roller hockey league from this area that have gone to Mount Brydges to play, when that could be revenue back into the community. Other ideas were casual adult recreation leagues, movie nights, and utilizing the rec center kitchen more.

Potential road block could be other places offer their space for free.

9.2 Committee Goals

Canada Day and Christmas are 2 things for sure being done. Would like to create a calendar to have events, but nothing overlapping (ie. soccer inside when soccer outside is happening). On march break to have some programming offered to youth. Wanting to plan ahead and work towards a vision or goal. Wanting to have a better understanding of the value of recreation. The committee agreed to wait on the goal until a decision has been made on a dedicated rec person.

9.3 New Committee Members

A report will go to council for next week. It is possible that if a designated rec person is hired, then less people would be needed on the committee in terms of non voters. Other municipalities/groups have 10-12 who can help facilitate or organize events that are in their wheel house. Want more people to pull for activities and events.

9.4 Youth Drop-In

First youth drop in was tonight. There were 9 kids in total and they had a blast. there were no 14-17 year olds, but there wasn't much advertising at the high school and basketball & volleyball are on. If there isn't any interest in that group, they may look at doing a 6-8 year old group.

9.5 FEBDEV grant

Michelle is working on a 10 day event from a grant proposal to FEBDEV called Open Farms West Elgin and it would take place over 2 weekends. The first weekend would be farmers markets and encourage restaurants

and retailers to participate in what does small community farming look like. Also working with farmers on having farm tours. The closing weekend would be a hoe-down barn dinner on main street. Working with visual artists and musicians, and hopefully opening the doors for a yearly event.

10. Adjournment

Moved: Michelle Navackas

Seconded: Megan Bartlett

That West Elgin Recreation Committee hereby adjourn at 8:15p.m. to meet again on March 27 2024 or at the call of the chair.

Carried

Taraesa Tellier, Chair

Jenn VanEsse, Recording Secretary

Tri-County Water Board of Management

Minutes

Date: February 6, 2024, 7:00 p.m.

**Location: West Elgin Council Chambers
160 Main Street
West Lorne**

Present: Allan Mayhew, Southwest Middlesex
Mike Hentz, Dutton Dunwich
Amarilis Drouillard, Dutton Dunwich
Bill Denning, West Elgin
Don McCallum, Southwest Middlesex
Kevin Derbyshire, Newbury
Mike Sholdice, Southwest Middlesex
Ryan Statham, West Elgin
Darren Galbraith, Chatham-Kent
Michelle Navackas, West Elgin

Regrets: Taraesa Tellier, West Elgin
Corey Pemberton, Dutton Dunwich

Staff Present: Magda Badura, CAO/Treasurer
Cathy Case, Newbury
Dale Le Britton, OCWA
Maegan Garber, OCWA
Robin Trepanier, OCWA
Sam Smith, OCWA
Terri Towstiuc, Clerk

Regrets: Tracey Johnson, Dutton Dunwich

1. Call to Order

Vice Chair Bill Denning called the meeting to order at 7:00 pm.

2. Adoption of Agenda

TCWB 01

Moved: Allan Mayhew, Southwest Middlesex

Seconded: Mike Hentz, Dutton Dunwich

That Tri-County Water Board hereby adopts the Agenda for February 6, 2024, as presented.

Disposition: Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

TCWB 02

Moved: Don McCallum, Southwest Middlesex

Seconded: Amarilis Drouillard, Dutton Dunwich

That the Tri-County Water Board hereby adopts the minutes of October 19, 2023, as presented.

Disposition: Carried

5. Business Arising from Minutes

None.

6. Reports

6.1 Tri County Drinking Water System Operations Report, Fourth Quarter

TCWB 03

Moved: Amarilis Drouillard, Dutton Dunwich

Seconded: Mike Hentz, Dutton Dunwich

That the Tri-County Water Board hereby receive the Tri County Drinking Water System Operations Report, Fourth Quarter 2023, presented by Sam Smith, Sr. Operations Manager, OCWA, for information purposes.

Disposition: Carried

6.2 2024 Insurance Renewal

M. Badura reviewed the insurance policy for Tri-County Water, and advised of the mandatory increases, with a total 14% increase in 2024. Members discussed the rising cost of insurance across all Municipalities, and feel additional cyber insurance is worth looking at, with the growing number of cyber attacks everywhere.

TCWB 04

Moved: Allan Mayhew, Southwest Middlesex

Seconded: Don McCallum, Southwest Middlesex

That the Tri-County Water Board hereby receives the report from M. Badura CAO/Treasurer, re: 2024 Insurance Programs as set out in the renewal documents provided by Intact Public Entity dated December 21, 2023.

Disposition: Carried

7. Financials, as of December 31, 2023

M. Badura, CAO/Treasurer provided the year-to-date Financials for December 31, 2023. Ms. Badura advised that the year has not been closed out due to manual calculations required for West Elgin, however, will be reconciled and brought back for acknowledgement at the next scheduled meeting.

TCWB 05

Moved: Mike Hentz, Dutton Dunwich

Seconded: Darren Galbraith, Chatham-Kent

That Tri-County Water Board acknowledge receipt of the Year-to-Date Financials, dated December 31, 2023.

Disposition: Carried

8. Items Requiring Discussion

8.1 Agreement and Tri-County Background

The board was presented with the current agreement, and discussed the potential to become Incorporated, to allow Tri-County Water Board to exist as a corporate structure, and less as a community board. This will allow the group to apply for government grants to assist with large expenditures and project, which is currently not an option under the existing agreement. The board expressed interest in obtaining a legal opinion and discuss again at the next meeting.

TCWB 06

Moved: Allan Mayhew, Southwest Middlesex

Seconded: Mike Hentz, Dutton Dunwich

WHEREAS West Elgin, Southwest Middlesex, Dutton Dunwich, Chatham-Kent, and Newbury established a joint municipal service board known as

the Tri-County Water Board to govern the management of the System and oversees the operation of the Tri-County Water System; And

WHEREAS the Tri-County Water Board receives the current agreement dated January 12, 2022 and background history of the Tri-County Water Board for review and discussion;

NOW THEREFORE, in consideration of the current agreement, the Tri-County Water Board direct staff to obtain a legal opinion regarding a revised agreement and bring back to the next Regular Meeting.

Disposition: Carried

9. Correspondence

9.1 Housing Enabling Water Systems Fund

For Information Purposes Only.

9.2 Dillon Consulting letter dated February 1, 2024 Re: Tri-County Water Board Growth and Capacity Assessment

M. Badura presented the board with a proposal from Dillon Consulting regarding a Water Growth and Capacity Assessment, with a purpose of potentially increasing the water usage, and increasing revenue for long-term financial sustainability. The board discussed the need for Economic Development and Marketing strategies, to bring new and large users to the system. OCWA confirmed the capacity is available, to increase new usage.

TCWB 07

Moved: Mike Hentz, Dutton Dunwich

Seconded: Bill Denning, West Elgin

That Tri-County Water Board acknowledge receipt of the letter dated February 1, 2024 from Dillon Consulting Re: Tri-County Water Board Growth and Capacity Assessment; And

That Tri-County Water Board direct staff to schedule a joint meeting to discuss a marketing strategy, including OCWA and both Elgin County and Middlesex Marketing and Economic Development departments, and report back to the board at the next regular meeting.

Disposition: Carried

10. Adjournment

TCWB 08

Moved: Don McCallum, Southwest Middlesex

Seconded: Darren Galbraith, Chatham-Kent

That the Tri-County Water Board hereby adjourn at 8:15 pm, to meet again at 7:00pm, on Tuesday, May 21, 2024, or at the Call of the Chair.

Disposition: Carried

Bill Denning, Vice-Chair

Terri Towstiuc, Recording Secretary



Municipality of West Elgin

Minutes

West Elgin Community Centre Board of Management

February 14, 2024, 9:00 a.m.

West Elgin Community Complex - Hybrid Meeting

160 Main St

West Lorne

Electronic Hybrid Meeting

Present:
Ken Loveland
Jim Hathaway
Terry Weed
Bill Denning
Ryan Statham

Staff Present:
Lee Gosnell, Manager of Operations and Community Services
Adam Ecker, Recreation Supervisor
Jenn Vanesse

1. Call to Order

Chair K. Loveland called the meeting to order at 9:00 a.m.

2. Adoption of Agenda

Moved: Bill Denning

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management hereby adopts the Agenda as presented.

Carried

4. Minutes

Moved: Ryan Statham

Seconded: Jim Hathaway

That West Elgin Community Centre Board of Management Committee adopt the minutes of January 10th 2024 as circulated and printed.

Carried

5. Business Arising from Minutes

Bill has finalized August 24th of this year that Bo would be available for the renaming ceremony, but thought of the possibility of postponing until renovations are complete. However renovations could be in a few years and we don't want to delay it any longer than it already has. This could also give some awareness for renovations and possibly raise some funds too.

6. Staff Reports

No staff reports

7. New Business

7.1 Skating Club Update

Thank you to Adam and crew for things running smoothly and being able to work with the group for accommodations. They have penciled in ice time for next year on Mondays and Wednesdays from 5-8pm. May 15th is the AGM at the scout hall. There will be a meeting held about the intro to hockey to go over pros and cons and decided whether they are continuing for next season with the program. There has been some noise complaints with children running around and being loud while the lessons are on. Just wondering how it can be addressed.

7.2 Minor Hockey Update

Most teams will be finished around March 23rd, rep team is set to finish March 18-26/27, and if they go to OMHA it would be Apr 4,5,6 so they may need some ice time till then depending on how the teams do.

7.3 Arena Revitalization Committee Update

A huge thank you to the committee and Terry for the ideas and drawing. An engineer was out yesterday to go over the plans and look at the building to see make some suggestions. He determined that all East and West walls are load bearing. The original application sent to Kraft Hockeyville was asking for more dressing rooms so they wanted to ensure that was incorporated into the designs.

Option 1 was the most straight forward an feasible. The engineer thought option 2 was not feasible as the wall that would be taken out to extend the warm room is load bearing. Option 3 the walls in the washroom are load bearing for the meeting room upstairs, so then the upstairs would have to be removed. A second level is possible but would be expensive. He was cautious until they actually has an investigation done of footings and design the load carrying posts downstairs, what it would look like. There are no original blueprints of the arena that have been found, so this leaves some question on structure. Option 4 is possible as the interior walls of the canteen are not load bearing. Windows could be added and a door filled in to extend the warm room into that space. Some thoughts came up from the board that there may need to be emergency exits added, having an office above the canteen area, and look at the cost of having an accessible washroom in the addition vs. upgrading the current washrooms to be accessible.

The discussion took place on whether to keep the canteen or whether the removal would be possible? With Tim Hortons being in town now, and local restaurants in both West Elgin and Dutton, the realization is that it likely will not be utilized and could be better use of the space. With it not being used in 6 years, even if it were to stay there would likely be costs associated to get it back up to standards and code before it would even pass to be usable with no profit seen back from it. It was unanimous for the board members that they are ok with the canteen being removed.

8. Staff Operations Update

Everything is running fine with about a month and half left to go. Last ice time is March 28th, with the exception of possible MHL for a few practices. Staff will have the Easter weekend off, and then the goal is to have to the ice start to come out the Thursday of the week after Easter.

9. Adjournment

Moved: Jim Hathaway

Seconded: Bill Denning

That the West Elgin Community Centre Board of Management hereby adjourn at 9:55 a.m. to meet again on March 13, 2024 at 9:00 am.

Carried

Ken Loveland, Chair

Jenn VanEsse, Recording Secretary



MUNICIPALITY OF
West Elgin

Staff Report

Report To: Council Meeting

From: Corey Pemberton, Chief Building Official

Date: 2024-03-14

Subject: Building Department Summary Report – February 2024

Recommendation:

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

Purpose:


The purpose of this report is to provide Council with a summary of Building Department activities for the month of February 2024.

Background:

Please see attached Summary Report.

Respectfully submitted by,

Corey Pemberton, CBO

| | | | | | | | |
|---|--------------|---------------|----------------------|---|--------------|--------------|----------------------|
|  MUNICIPALITY OF West Elgin | | | | Municipality of West Elgin | | | |
| | | | | Permit Comparison Summary | | | |
| | | | | Issued For Period January - February 2024 | | | |
| Current Year to Date 2024 | | | | Previous Year to Date 2023 | | | |
| PERMIT CATEGORY | PERMIT COUNT | FEE | COST OF CONSTRUCTION | PERMIT CATEGORY | PERMIT COUNT | FEE | COST OF CONSTRUCTION |
| Accessory structures | 2 | 13,708 | 504,970 | Accessory structures | 2 | 180 | 27,000 |
| Agricultural | 2 | 606 | 85,000 | Agricultural | | | |
| Change of Use | | | | Change of Use | | | |
| Commercial | | | | Commercial | | | |
| Demolition | | | | Demolition | | | |
| Heating | | | | Heating | | | |
| Industrial Building | | | | Industrial Building | | | |
| institutional Building | | | | institutional Building | | | |
| Miscellaneous | 1 | 160 | 20,000 | Miscellaneous | | | |
| Plumbing | | | | Plumbing | 1 | 200 | 3,000 |
| Pools | | | | Pools | | | |
| Residential Building | 1 | 898 | 100,000 | Residential Building | 4 | 3,710 | 895,000 |
| Sewage System | 1 | 1,120 | 12,000 | Sewage system | 3 | 1,100 | 54,240 |
| Signs | 1 | 500 | 20,000 | Signs | | | |
| Combined Use | | | | Combined Use | | | |
| TOTAL | 8 | 16,992 | 741,970 | TOTAL | 10 | 5,190 | 979,240 |

| | | | | | | | |
|---------------------------------|--|---------|--|--------------------|---------|--|--|
| Current Year 2024 | | | | Previous Year 2023 | | | |
| TOTAL PERMIT ISSUED | | 8 | | | 10 | | |
| TOTAL DWELLING UNITS CREATED | | | | | 4 | | |
| TOTAL PERMIT VALUE | | 741,970 | | | 979,240 | | |
| TOTAL PERMIT FEE | | 16,992 | | | 5,190 | | |
| TOTAL INSPECTION COMPLETED(YTD) | | 84 | | | 105 | | |

| | | | | | | | |
|---|--------------|---------------|----------------------|------------------------|--------------|--------------|----------------------|
| February 2023 Compared to February 2024 | | | | | | | |
| Current Year 2024 | | | | Previous Year 2023 | | | |
| | PERMIT COUNT | FEE | COST OF CONSTRUCTION | | PERMIT COUNT | FEE | COST OF CONSTRUCTION |
| Accessory structures | 1 | 13,708 | 75,000 | Accessory structures | 1 | 180 | 7,000 |
| Agricultural | 2 | 606 | 85,000 | Agricultural | | | |
| Change of Use | | | | Change of Use | | | |
| Commercial | | | | Commercial | | | |
| Demolition | | | | Demolition | | | |
| Heating | | | | Heating | | | |
| Industrial Building | | | | Industrial Building | | | |
| institutional Building | | | | institutional Building | | | |
| Miscellaneous | 1 | 160 | 20,000 | Miscellaneous | | | |
| Plumbing | | | | Plumbing | 1 | 200 | 3,000 |
| Pools | | | | Pools | | | |
| Residential Building | | | | Residential Building | | 900 | |
| Sewage System | | 1,120 | | Sewage System | | | |
| Signs | | 500 | | Signs | | | |
| Combine Use | | | | Combined Use | | | |
| TOTAL | 4 | 16,094 | 180,000 | TOTAL | 2 | 1,280 | 10,000 |



MUNICIPALITY OF West Elgin

Staff Report

Report To: Council Meeting
From: Jeff McArthur, Fire Chief
Date: 2024-03-14
Subject: Monthly Report for January, February 2024

Recommendation:

That West Elgin Council hereby receives the report from report from Jeff McArthur, Fire Chief re: January & February 2024 Fire Report, for information purposes.

Purpose:

To provide Council with an update on fire department activities in the months of January & February 2024.

Background:

Emergency Responses

| | |
|---------------------------|----|
| Fire | 3 |
| No Loss Outdoor Fire | 1 |
| CO false alarm | 1 |
| Power Lines Down | 1 |
| Vehicle Collision | 4 |
| Rescue no action required | 1 |
| Medical Assists | 4 |
| Call cancelled on route | 1 |
| Incident not found | 2 |
| TOTAL | 18 |

Training & Meetings

Department topics included incident review, air management, ropes & knots, radio communications, and driver training.

Members attended a training session in Aylmer on operating the shared Elgin County Fit Testing Machine for SCBA masks, and the Petroleum Awareness Workshop, hosted by Elgin County through the Legacy Gas Wells training project.

The fire chief attended a meeting at Tillsonburg Fire, Communications Division regarding Elgin Mapping Fire Zones, and attended County Fire Prevention, County chiefs, and solar eclipse planning meetings.

Fire Prevention

Follow up inspections were conducted.

Other Activities/Information

Three recruits are attending NFPA 1001 Recruit training in Elgin-Middlesex. Rodney Station is hosting a weekend session in March.

Staff were successful in their application for the Community Emergency Preparedness Grant, in the amount of \$50,000, which will support portable radio replacements.

The fire department received a Fire Marshals Public Safety Grant for \$1659.60, awarded to support training technology. Smart TVs have been ordered for both stations.

The fire chief is continuing to work with two other Elgin County Fire Departments on a potential three-tanker order, with the goal of shared savings. Various options will be brought to the Tanker Replacement Committee for their consideration, then to Council.

A draft automatic aid agreement for WEFD's response area south of Wardsville has been sent to Southwest Middlesex Fire for review.

Financial Implications:

There are no financial implications associated with this report.

Policies/Legislation:

None.

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|--|--|--|--|
| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input checked="" type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by:

Jeff McArthur, Fire Chief

Report Approval Details

| | |
|----------------------|---|
| Document Title: | Monthly Activity Report - November, December 2023 - 2024-01-Fire.docx |
| Attachments: | |
| Final Approval Date: | Jan 8, 2024 |

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

Terri Towstiuc

Report Approval Details

| | |
|----------------------|--|
| Document Title: | Monthly Activity Report - January, February 2024 - 2024-02-Fire.docx |
| Attachments: | |
| Final Approval Date: | Mar 11, 2024 |

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

Terri Towstiuc



Staff Report

Report To: Council Meeting
From: Jeff McArthur, Fire Chief
Date: 2024-03-14
Report: 2024-03
Subject: Duplicate Street Names

Recommendation:

That West Elgin Council approve staff to proceed with renaming streets with duplicate names within the municipality, to eliminate emergency service dispatch confusion and response delay.

Purpose:

To provide Council with information on a concern from emergency services, and to seek approval to proceed on renaming duplicate street names within the municipality.

Background:

Several years ago, the Municipality of West Elgin, along with all Elgin County municipalities, implemented 911 addressing, which overall have improved emergency services' ability to determine the proper location of emergency incidents.

Most duplicate street names were eliminated during this process; however, some remain. Fire, EMS, and presumably OPP have experienced occurrences of confusion from their respective dispatch centres while attempting to determine address locations in West Elgin.

Staff have identified the following duplicate roads names: Jane, Maple, Monroe/Munro, Main, and Argyle. Although these duplicate road names are in different villages and areas, from an emergency services dispatch perspective they are both in the Municipality of West Elgin. Prior to amalgamation they would be identified as being in the Village of Rodney or the Village of West Lorne.

To eliminate any further confusion and potential delay in emergency service response, and with the support of other Elgin County emergency services, staff recommend eliminating the duplicate names, with the changes being made to the streets with the fewest impacted residents.

Acknowledging the inconvenience this may pose for residents whose street name may change this recommendation is based in the best interest of public safety and our residents. Methods of accepting suggested new street names from those impacted residents has been discussed. Suggestions from residents would be brought to Council for final approval.

Financial Implications:

Estimated costs (\$) are:

| | |
|-----------------------------|---------|
| Labour | 640.00 |
| Machine time | 240.00 |
| New street signs & hardware | 850.00 |
| TOTAL | 1730.00 |

Respectfully submitted.

Jeff McArthur, Fire Chief

Report Approval Details

| | |
|----------------------|--|
| Document Title: | |
| Attachments: | |
| Final Approval Date: | |

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

Report Approval Details

| | |
|----------------------|--|
| Document Title: | Duplicate Road Names - 2024-03-Fire.docx |
| Attachments: | |
| Final Approval Date: | Mar 11, 2024 |

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

Terri Towstiuc



MUNICIPALITY OF **West Elgin**

Staff Report

Report To: Council Meeting

From: Terri Towstiuc, Clerk

Date: 2024-03-14

Subject: Apportionment of Drainage Assessment for Various Drains, due to Severance of Land, Pursuant to the Drainage Act, R.S. O. 1990

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Apportionment of Drainage Assessment for the Hoy, Douglas Street, No. 2, No.2 Johnston Culvert, Morden, Lindenman, McEachren and McCallum Branch, Government Drain No. 1 North, Wismer Drain No. 2, and Mills Municipal Drains, due to Severance of Land, Pursuant to the Drainage Act, R.S. O. 1990; and

That West Elgin Council hereby approves the Apportionment of the Drainage Assessment Agreement for the attached drains, as part of various severance applications, as presented.

Purpose:

The purpose of this report is to obtain Council's consent of the drainage assessment apportionment due to severance of lands in the Hoy, Douglas Street, No. 2, No.2 Johnston Culvert, Morden, Lindenman, McEachren and McCallum Branch, Government Drain No. 1 North, Wismer Drain No. 2, and Mills Municipal Drains.

Background:

The Drainage Act, R.S.O. 1990, section 65 (2) requires that if the owners of the subdivided land mutually agree on the share of the drainage assessment that each should pay, they may enter into a written agreement and file it with the clerk of the local municipality and, if the agreement is approved by the council by resolution, no engineer need be instructed under subsection (1).

Financial Implications:

None.

Policies/Legislation:

Drainage Act, R.S. O. 1990

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|--|--|--|---|
| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Terri Towstiuć
Clerk



MUNICIPALITY OF
West Elgin

E1-23

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

No 2 Drain

Watershed or System.

Latest Engineer's Report prepared by
under the date of

Todgham and Case

Sept 30, 1975

Original Assessment Information as per Last Report

Roll # 3434 000 010 09300 Owner: Lithville Farms Ltd.
Concession # 4 Lot: Pt Lots A, B
Original Assessment: 925.00 Benefit: 1498.00
Area: 55.5 ha (137ac)
Total Drainage Assessment: 15125.00 Benefit: 14375.00

Proposed New Assessment of Lands - Split 1 Severed

Roll # Owner:
Concession # 4 Lot: Pt lots A, B
Original Assessment: 20.25 Benefit: 32.80
Area: 1.21 ha (3ac)
Total Drainage Assessment: Benefit: Outlet:

Proposed New Assessment of Lands - Split 2 retained

Roll # Owner: Lithville Farms Ltd.
Concession # 4 Lot: Pt Lots A, B
Original Assessment: 904.75 Benefit: 1465.20
Area: 54.29 ha (134ac)
Total Drainage Assessment: Benefit: Outlet:

Proposed New Assessment of Lands - Split 3

Roll # Owner:
Concession # Lot:
Original Assessment: Benefit: Outlet:
Area:
Total Drainage Assessment: Benefit: Outlet:

[Redacted line]

Name (Print) [Redacted] Signature [Redacted] Date 07/13/23.

Name (Print) Signature Date

Name (Print) Signature Date

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin by Resolution # on

[Redacted block]



MUNICIPALITY OF
West Elgin

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

E1-23

No 2 Drain Johnston Culvert Watershed or System.
Latest Engineer's Report prepared by Todgham and Case
under the date of Mar 22, 2012

Original Assessment Information as per Last Report

Roll # 3434000 010 09300 Owner: Lithville Farms Ltd
Concession # 4 Lot: Pt lots A, B
Original Assessment: _____ Benefit: _____ Outlet: 263.00
Area: 44.52 ha (110 ac)
Total Drainage Assessment: _____ Benefit: _____ Outlet: 2000.00

Proposed New Assessment of Lands - Split 1 Severed

Roll # _____ Owner: _____
Concession # 4 Lot: Pt lots A, B
Original Assessment: _____ Benefit: _____ Outlet: 7.17
Area: 1.21 ha (3 ac)
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

Proposed New Assessment of Lands - Split 2 retained

Roll # _____ Owner: Lithville Farms Ltd.
Concession # 4 Lot: Pt lots A, B
Original Assessment: _____ Benefit: _____ Outlet: 255.83
Area: 43.31 ha (107 ac)
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

Proposed New Assessment of Lands - Split 3

Roll # _____ Owner: _____
Concession # _____ Lot: _____
Original Assessment: _____ Benefit: _____ Outlet: _____
Area: _____
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

We, the owners of the share of the Drainage Assessment agree to the assessment as shown above.

[Redacted] Tim Van Lith 07/13/23
Name (Print) Signature Date

Name (Print) Signature Date

Name (Print) Signature Date

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin by Resolution # _____ on _____

Municipal Clerk

Date

E12-23



MUNICIPALITY OF
West Elgin

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

Morden Drain

Watershed or System.

Latest Engineer's Report prepared by
under the date of

J. R. Spriet

July 13, 1987

Original Assessment Information as per Last Report

Roll # 3434 000 030 07800

Owner: C. Knight

Concession # 9

Lot: 44 C

Original Assessment:

Benefit: \$1200.00 Outlet: \$115.06

Area: 21.84 ha.

Total Drainage Assessment:

Benefit: \$29,040.00 Outlet: \$12,360.00

Proposed New Assessment of Lands - Split 1 Severed

Roll #

Owner:

Concession # 9

Lot: 44 C

Original Assessment:

Benefit: \$57.14 Outlet: \$5.48

Area: 1.04 ha

Total Drainage Assessment:

Benefit: Outlet:

Proposed New Assessment of Lands - Split 2 retained

Roll #

Owner:

Concession # 9

Lot: 44 C

Original Assessment:

Benefit: \$1142.26 Outlet: \$109.52

Area: 20.8 ha

Total Drainage Assessment:

Benefit: Outlet:

Proposed New Assessment of Lands - Split 3

Roll #

Owner:

Concession #

Lot:

Original Assessment:

Benefit: Outlet:

Area:

Total Drainage Assessment:

Benefit: Outlet:

We, the owners of the share of the Drainage Assessment agree to the assessment as shown above.

CINDY KNIGHT

JUNE 27/2023

Name (Print)

Name (Print)

Signature

Date

Name (Print)

Signature

Date

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin by Resolution #



MUNICIPALITY OF
West Elgin

E15-23

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

Lindenmagn Drain Watershed or System.
Latest Engineer's Report prepared by J.M. Spriet
under the date of Sept 26, 2007

Original Assessment Information as per Last Report

Roll # 3434 000 050 16103 Owner: Ajimon Ouseph
Concession # 13 Lot: 9
Original Assessment: _____ Benefit: _____ Outlet: 1.5%
Area: 1.88 ha
Total Drainage Assessment: _____ Benefit: _____ Outlet: 100%

Proposed New Assessment of Lands - Split 1 Severed

Roll # _____ Owner: _____
Concession # 13 Lot: 9
Original Assessment: _____ Benefit: _____ Outlet: 1%
Area: 0.114 ha
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

Proposed New Assessment of Lands - Split 2 retained

Roll # _____ Owner: _____
Concession # 13 Lot: 9
Original Assessment: _____ Benefit: _____ Outlet: 1.3%
Area: 1.76 ha
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

Proposed New Assessment of Lands - Split 3

Roll # _____ Owner: _____
Concession # _____ Lot: _____
Original Assessment: _____ Benefit: _____ Outlet: _____
Area: _____
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

We, the owners of the share of the Drainage Assessment agree to the assessment as shown above.

Ajimon Ouseph [Signature] 25/sep/2023
Name (Print) Signature Date
Jemyin George [Signature] 25/sep/2023
Name (Print) Signature Date

Name (Print) Signature Date

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin by Resolution # _____ on _____

Municipal Clerk Date



MUNICIPALITY OF
West Elgin

E-14-23

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

Lindenman Drain Watershed or System.
Latest Engineer's Report prepared by J.M. Spriet
under the date of Sept 26, 2007

Original Assessment Information as per Last Report

Roll # 3434 000 050 16103 Owner: Ajimon Ouseph
Concession # 13 Lot: 9
Original Assessment: _____ Benefit: _____ Outlet: 1.5%
Area: 1.28 ha
Total Drainage Assessment: _____ Benefit: _____ Outlet: 100%

Proposed New Assessment of Lands - Split 1 Severed

Roll # _____ Owner: _____
Concession # 13 Lot: 9
Original Assessment: _____ Benefit: _____ Outlet: 0.1%
Area: 0.114 ha
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

Proposed New Assessment of Lands - Split 2 Retained

Roll # _____ Owner: _____
Concession # 13 Lot: 9
Original Assessment: _____ Benefit: _____ Outlet: 1.3%
Area: 1.76
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

Proposed New Assessment of Lands - Split 3

Roll # _____ Owner: _____
Concession # _____ Lot: _____
Original Assessment: _____ Benefit: _____ Outlet: _____
Area: _____
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

We, the owners of the share of the Drainage Assessment agree to the assessment as shown above.

Ajimon Ouseph [Signature] 25/Sep/2023
Name (Print) Signature Date
Jemima George [Signature] 25/Sep/2023
Name (Print) Signature Date

Name (Print) Signature Date

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin on _____

[Signature]
Municipal Clerk

March 6, 2024
Date

E-35-23



MUNICIPALITY OF West Elgin

Apportionment of Drainage Assessment due to Severance of Land Application. Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

McEachren Drain Watershed or System.
Latest Engineer's Report prepared by ALD - Dunwich Eng. Road
under the date of Feb 16 / 1987

Original Assessment Information as per Last Report

Roll # 2434 000 080 07800 Owner: C & L Shouten Farms Inc
Concession # 2 Lot: W P + Y
Original Assessment: \$150.00 Benefit: \$150.00 Outlet: \$330.00
Area: 15.3 ha affected
Total Drainage Assessment: \$4280.00 Benefit: \$4280.00 Outlet: \$7220.00

Proposed New Assessment of Lands - Split 1 retained

Roll # 080-07800 Owner: C & L Shouten Farms Inc
Concession # 2 Lot: W P + Y
Original Assessment: \$148.08 Benefit: \$148.08 Outlet: \$321.37
Area: 14.9 ha
Total Drainage Assessment: \$4280.00 Benefit: \$4280.00 Outlet: \$7220.00

Proposed New Assessment of Lands - Split 2 Severed

Roll # 080-07800 Owner: C & L Shouten Farms Inc
Concession # 2 Lot: W P + Y
Original Assessment: \$148.08 Benefit: \$148.08 Outlet: \$321.37
Area: 14.9 ha
Total Drainage Assessment: \$4280.00 Benefit: \$4280.00 Outlet: \$7220.00

Proposed New Assessment of Lands - Split 3

Roll # 080-07800 Owner: C & L Shouten Farms Inc
Concession # 2 Lot: W P + Y
Original Assessment: \$148.08 Benefit: \$148.08 Outlet: \$321.37
Area: 14.9 ha
Total Drainage Assessment: \$4280.00 Benefit: \$4280.00 Outlet: \$7220.00

We, the owners of the share of the Drainage Assessment agree to the assessment as shown above.

Calvin Schouten

DocuSigned by:

Calvin Schouten

2023-11-30

Name (Print)

Signature

Date

Name (Print)

Signature

Date

Name (Print)

Signature

Date

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin by Resolution # 2023-11-30 on March 6, 2024

Municipal Clerk

Date



MUNICIPALITY OF West Elgin

E35-23

Apportionment of Drainage Assessment due to Severance of Land Application. Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

McCallum Branch of the McEachren Drain Watershed or System.

Latest Engineer's Report prepared by J.R. Spriet
under the date of March 13, 1978

Original Assessment Information as per Last Report

Roll # 3434000 030 07800 Owner: C+L Shouten Farms Inc
Concession # 2 Lot: W Pt Y
Original Assessment: main \$1370.00 Outlet: \$1655.00
Area: 10 HA affected B+A \$40.00 0.00
Total Drainage Assessment: B+B Outlet: \$50.00

Proposed New Assessment of Lands - Split 1 retained

Roll # 030-07800 Owner: C+L Shouten Farms Inc
Concession # 2 Lot: 61 Pt Y
Original Assessment: main \$1336.75 Outlet: \$1113.62
Area: 15.6 Ha B+A \$39.00 0
Total Drainage Assessment: B+B Outlet: \$48.75

Proposed New Assessment of Lands - Split 2 severed

Roll # _____ Owner: _____
Concession # _____ Lot: _____
Original Assessment: _____ Benefit: main \$34.25 Outlet: \$41.32
Area: 0.4 ha B+A \$1.00 0
Total Drainage Assessment: B+B Outlet: \$1.25

Proposed New Assessment of Lands - Split 3

Roll # _____ Owner: _____
Concession # _____ Lot: _____
Original Assessment: _____ Benefit: _____ Outlet: _____
Area: _____
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

We, the owners of the share of the Drainage Assessment agree to the assessment as shown above.

DocuSigned by:
calvin schouten Calvin Schouten 2023-11-30
Name (Print) Signature Date
Name (Print) Signature Date
Name (Print) Signature Date

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin by Resolution # _____

March 6, 2024
Date



MUNICIPALITY OF
West Elgin

E 37-23

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

Gort Drain No 1 North Watershed or System:
Latest Engineer's Report Prepared by Tedgham and Case
under the date of July 6 2007

Original Assessment Information as per Last Report
Roll # 3484 000 070 11100 Owner: Van Veld Farms Inc
Concession # 7 Lot: Pt 23
Original Assessment: 9.5 ha Benefit: \$164.00
Area: 9.5 ha Benefit: \$32,750.00
Total Drainage Assessment: 9.5 ha Benefit: \$32,750.00

Proposed New Assessment of Lands - Split 1 Severed
Roll # 7 Owner: Van Veld Farms Inc
Concession # 7 Lot: Pt 23
Original Assessment: 9.2322 ha Benefit: \$4,588
Area: 9.2322 ha Benefit: \$4,588
Total Drainage Assessment: 9.2322 ha Benefit: \$4,588

Proposed New Assessment of Lands - Split 2 Retained
Roll # 7 Owner: Van Veld Farms Inc
Concession # 7 Lot: Pt 23
Original Assessment: 9.2378 Benefit: \$159.41
Area: 9.2378 Benefit: \$159.41
Total Drainage Assessment: 9.2378 Benefit: \$159.41

Proposed New Assessment of Lands - Split 3
Roll # 7 Owner: Van Veld Farms Inc
Concession # 7 Lot: Pt 23
Original Assessment: 9.2378 Benefit: \$159.41
Area: 9.2378 Benefit: \$159.41
Total Drainage Assessment: 9.2378 Benefit: \$159.41

We, the owners of the share of the Drainage Assessment agree to the assessment as shown above.

Name (Print) Eric Jensen Signature [Signature] Date Aug 28/2023
Name (Print) Lisa Veldman Signature [Signature] Date Aug 28, 2023

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin by Resolution # 1 on August 6, 2024

West Elgin
Municipality of



E 37-23

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. 17

Least Engineer's Report prepared by

Scott Dain, M.O. North

W. C. Custer

under the date of

June 15, 1987

Original Assessment Information as per Last Report

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 4.5 ha

Total Drainage Assessment

Benefit: \$2938.00

Order: \$102.00

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 26.2 ha

Total Drainage Assessment

Benefit: \$1.19

Order: \$1.19

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

Roll # 3834 000 070 11100

Owner: Mrs. Veld Farms Inc.

Concession # 7

Original Assessment

Area: 9.333 ha

Total Drainage Assessment

Benefit: \$41.81

Order: \$41.81

March 6, 2024

This Agreement shall be approved by the Council of the Municipality of West Elgin on

Name (Print)

Name (Print)

Date

Date

We, the owners of the share of the Drainage

Concession #

Original Assessment

Area:

Total Drainage Assessment

Benefit:

Order:

Roll #

Proposed New Assessment of Lands - Split 3

Concession #

Original Assessment

Area:

Total Drainage Assessment

Benefit:

Order:

Roll #

Proposed New Assessment of Lands - Split 2

Concession #

Original Assessment

Area:

Total Drainage Assessment

Benefit:

Order:

Roll #

Proposed New Assessment of Lands - Split 1

Concession #

Original Assessment

Area:

Total Drainage Assessment

Benefit:

Order:

Roll #



MUNICIPALITY OF
West Elgin

E 37-23

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

Geot Drain No 1 North Watershed or System.

Latest Engineer's Report prepared by Spirit Ass
under the date of July 31 1980

Original Assessment Information as per Last Report

Roll # 3434 000 070 11100 Owner: Jon Veld Farms Inc
Concession # 7 Lot Pt 23
Original Assessment: 7 Benefit: 7 Outlet: \$ 30.00
Area: 9.5 ha
Total Drainage Assessment: 7 Benefit: 7 Outlet: \$ 13,200

Proposed New Assessment of Lands - Split 1 Severed

Roll # 7 Owner: Jon Veld Farms Inc
Concession # 7 Lot Pt 23
Original Assessment: 7 Benefit: 7 Outlet: \$ 0.83
Area: 0.2622 ha
Total Drainage Assessment: 7 Benefit: 7 Outlet: 7

Proposed New Assessment of Lands - Split 2 Retained

Roll # 7 Owner: Jon Veld Farms Inc
Concession # 7 Lot Pt 23
Original Assessment: 7 Benefit: 7 Outlet: \$ 29.17
Area: 9.2378 ha
Total Drainage Assessment: 7 Benefit: 7 Outlet: 7

Proposed New Assessment of Lands - Split 3

Roll # 7 Owner: Jon Veld Farms Inc
Concession # 7 Lot Pt 23
Original Assessment: 7 Benefit: 7 Outlet: 7
Area: 7
Total Drainage Assessment: 7 Benefit: 7 Outlet: 7

We, the owners of the share of the Drainage Assessment agree to the assessment as shown above.

Eric Jensen Aug 12/2023
Name (Print) [Redacted] Date
Lisa Veldman Aug 28, 2023
Name (Print) [Redacted] Date
Name (Print) [Redacted] Signature Date

It was approved by the Council of the Municipality of West Elgin on March 6, 2024
[Redacted] Date

E 37-23

MUNICIPALITY OF
West Elgin



Apportionment of Drainage Assessment due to Severance of Land Application.

Section 65 (2) of the Drainage Act, R.S.O. 1990, c. O. 17

Waterward or System.

Latest Engineer's Report prepared by

501 + 501 North

June 25, 1974

Original Assessment Information as per Last Report

Roll # 3834 000 070 11100

Owner: Jen Veld Farms Inc

Concession # 7

Lot # 23

Area: \$ 9.00

Original Assessment

Benefit: \$ 8175.00

Outlet: \$ 8625.00

Total Drainage Assessment

Area: 9.5 ha

Proposed New Assessment of Lands - Split 1

Roll # 7

Concession # 7

Lot # 23

Original Assessment

Benefit: \$ 0.25

Outlet: \$ 0.25

Total Drainage Assessment

Area: 0.633 ha

Proposed New Assessment of Lands - Split 2

Roll # 7

Concession # 7

Lot # 23

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Proposed New Assessment of Lands - Split 3

Roll # 7

Concession # 7

Lot # 23

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

May, the owners of the share of the

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen

Original Assessment

Benefit: \$ 8.3378 ha

Outlet: \$ 8.75

Total Drainage Assessment

Area: 9.3378 ha

Eric Jensen



MUNICIPALITY OF
West Elgin

E 37-23

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

Galt Drain No 1 North Watershed or System.
Latest Engineer's Report prepared by Todgham and Coe
under the date of Feb 17, 1972

Original Assessment Information as per Last Report
Roll # 3434 000 070 11100 Owner: Jen Veld Farms Inc
Concession # 7 Lot: Pt 23
Original Assessment: 9.5 ha Benefit: 31.00
Total Drainage Assessment: 5400.00

Proposed New Assessment of Lands - Split 1 Severed
Roll # 7 Owner: Pt 23
Concession # 7 Lot: Pt 23
Original Assessment: 2622 ha Benefit: 30.86
Total Drainage Assessment: 5400.00

Proposed New Assessment of Lands - Split 2 Retained
Roll # 7 Owner: Jen Veld Farms Inc
Concession # 7 Lot: Pt 23
Original Assessment: 9.2378 ha Benefit: 30.14
Total Drainage Assessment: 5400.00

Proposed New Assessment of Lands - Split 3
Roll # 7 Owner: 7
Concession # 7 Lot: 7
Original Assessment: 7 Benefit: 7
Total Drainage Assessment: 7

Name (Print)
Lisa Veldman

Name (Print)

Signature

Date

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin on March 6, 2024



MUNICIPALITY OF
West Elgin

E 41-23

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

Wismer Drain No 2 Watershed or System.
Latest Engineer's Report prepared by W. Todgham
under the date of Apr 4 1952

Original Assessment Information as per Last Report

Roll # 3434 000 0110 7100 Owner: Forbest Farm Inc
Concession # 4 Lot: 10
Original Assessment: \$ 110.00 Benefit: \$ 110.00 Outlet:
Area: 16 ha (affected)
Total Drainage Assessment: \$ 690.00 Benefit: \$ 690.00 Outlet: \$ 587.00

Proposed New Assessment of Lands - Split 1 Retained

Roll # 3434 000 0110 7100 Owner: Forbest Farm Inc
Concession # 4 Lot: 10
Original Assessment: \$ 104.82 Benefit: \$ 104.82 Outlet:
Area: 15.2462 ha
Total Drainage Assessment: Benefit: Outlet:

Proposed New Assessment of Lands - Split 2 Severed

Roll # Owner:
Concession # Lot:
Original Assessment: \$ 5.18 Benefit: \$ 5.18 Outlet:
Area: 0.7538 ha
Total Drainage Assessment: Benefit: Outlet:

Proposed New Assessment of Lands - Split 3

Roll # Owner:
Concession # Lot:
Original Assessment: Benefit: Outlet:
Area:
Total Drainage Assessment: Benefit: Outlet:

We, the owners of the share of the Drainage Assessment agree to the assessment as shown above.

HERMANN MIEHE

Name (Print)

Signature

Date

Name (Print)

Signature

Date

Name (Print)

Signature

Date

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin by Resolution # on

March 6, 2024
Date



E 74-23

Mills Drain

Watershed or System.

Sept 14 1927

Owner: Diane Krang

Lot N Ft 14.12

Benefit \$1750.00 Outlet \$4512.85

Benefit: \$ 2341.00 Outlet: \$ 5950

Benefit: \$2301 Outlet: \$5950

Returned

Оwlleg: Dione kurawvi

Lot: A4 P4 11 12Benefit: \$ 170.00 Outlet: \$ 240.00

Benefit: _____ Outlet: _____

Benefit: _____ Outlet: _____

Serviced

Owner: _____

Lot: _____

Benefit: _____ Outlet: 50.58

0.05

Benefit: _____ Outlet: _____

Owner: _____

Lot: _____

Benefit: _____ Outlet: _____

Benefit: Outlet:

Benefit: _____ Outlet: _____

Don McKeloid
Name (Print)

[REDACTED]

Date _____

Date _____

March 6, 2024
Date



MUNICIPALITY OF
West Elgin

E-103-22

Apportionment of Drainage Assessment due to Severance of Land Application.
Section 65 (2) of the Drainage Act, R.S.O. 1990, c. D. 17

Hoy Drain Watershed or System.
Latest Engineer's Report prepared by Todgham and Case
under the date of May 9, 1997

Original Assessment Information as per Last Report
Roll # 3434 000 030 06000 Owner: Clairlea Homes Ltd
Concession # 8 Lot: 10
Original Assessment: _____ Benefit: _____ Outlet: \$ 130.00
Area: 0.31 ha
Total Drainage Assessment: _____ Benefit: \$ 19,425.00 Outlet: \$ 25,575.00

Proposed New Assessment of Lands - Split 1 Severed
Roll # _____ Owner: _____
Concession # 8 Lot: 10
Original Assessment: _____ Benefit: _____ Outlet: 42.00
Area: 0.10 ha
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

Proposed New Assessment of Lands - Split 2 retained
Roll # _____ Owner: _____
Concession # 8 Lot: 10
Original Assessment: _____ Benefit: _____ Outlet: 88.00
Area: 0.21 ha
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

Proposed New Assessment of Lands - Split 3
Roll # _____ Owner: _____
Concession # _____ Lot: _____
Original Assessment: _____ Benefit: _____ Outlet: _____
Area: _____
Total Drainage Assessment: _____ Benefit: _____ Outlet: _____

We, the owners of the share of the Drainage Assessment agree to the assessment as shown above.

Raymond Allain [Signature] March, 15/2023
Name (Print) _____ Date _____

Name (Print) _____ Signature _____ Date _____

Name (Print) _____ Signature _____ Date _____

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin by Resolution # _____

Douglas Street Drain

Jan 9, 1987

Wybór Cnossem

Owner: J/M Beain

Lot: Lot 6

Benefit: \$121.60 Outlet: \$121.00

Outlet: $\$121.00$

Benefit: \$ 3915.00 Outlet: \$ 6325.00

Owner: J/M Reagin

Lot: 6

Benefit: \$ 37.00 Outlet: \$ 37.00

Outlet: \$ 27.00

Benefit: _____ Outlet: _____

Owner:

Lot: 6

Benefit: \$ 24.00 Outlet: \$ 24.00

Outlet: \$ 24.00

Benefit: _____ Outlet: _____

Owner:

Lot:

Benefit: _____ Outlet: _____

Outlet:

Benefit: _____ Outlet: _____

Rémi (Jérôme) Bégin

Name (Print)

Signature _____

Date _____

AUG 28/23

Name (Print) Michelle Bégin

Signature _____

Date _____

Aug 28/23

Name (Print)

Signature

Date _____

This Agreement on share of assessment was approved by the Council of the Municipality of West Elgin by Resolution # _____ on _____



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2024-03-14

Subject: Monthly Operations Update – February 2024

Recommendation:

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

Purpose:

The purpose of this report is to provide Council with an update on operations carried out during the month of February.

Background:

Parks and Recreation

- Normal operations carried on at the arena with additional rentals coming in throughout the month.
- Regular cleaning and setup for programming at the Rodney Rec Center.
- Shop and equipment maintenance in preparation for spring.

Utilities

- Water main and sanitary road work was completed for the new development at the north end of Finney Street in West Lorne
- All locates and required meter reads were completed.
- Building inspections were carried out during the month.
- Staff worked with companies specializing in flat roof repair to obtain replacement quotes for the West Lorne library roof.

Public Works

- Crews were busy patching potholes on various hardtop roads in the municipality.
- All paved intersections and aprons were swept to remove excess gravel.
- Shoulder repair was completed on Pioneer line at the site of a water dig earlier this year.
- Winter Operations were sparse in February, with only one event recorded.
- New Elgin County route markers were installed at various points throughout West Elgin.
- Dry, sunny conditions allowed staff to begin de-berming operations along gravel roads. This will continue during the early spring as weather permits.
- Regular maintenance activities were completed.
- The public works yard hosted firefighter auxiliary training on March 2 and 3.

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|--|--|--|--|
| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input checked="" type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Lee Gosnell
Manager of Operations and Community Services

Report Approval Details

| | |
|----------------------|--|
| Document Title: | Monthly Operations Update - February 2024 - 2024-12-Operations Community Services.docx |
| Attachments: | |
| Final Approval Date: | Mar 12, 2024 |

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

Terri Towstiuc



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2024-03-14

Subject: 2024 Maintenance Gravel Tender Results

Recommendation:

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

That West Elgin Council hereby grants pre-budget approval in the amount of \$338,700.00 plus applicable taxes from Johnston Brothers Ltd. for supply, haul & spread of maintenance gravel for 2024.

Purpose:

To accept the quote from Johnston Brothers Ltd. for the supply, haul & spread of approx. 15,000 tonnes of 'A' gravel during the 2024 season.

Background:

The closing date for this years' maintenance gravel tender was March 1, 2024. As of the closing date, one submission had been received as follows –

1. Johnston Bros. Gravel \$338,700.00 plus applicable tax

The tender bid listed above represents an increase of \$1.00 per tonne over last years' price but remains in-line with the 2024 draft budget amount as staff anticipated an increase this year. With inflation and fuel costs remaining well above normal, this increase of approx. 4.6% over last year's number is reasonable. Johnston Bros. Gravel is a local company that has been supplying gravel to the municipality for many years.

For these reasons, we recommend awarding the 2024 Maintenance Gravel contract for 15,000 tonnes of 'A' gravel to Johnston Brothers Ltd. of Bothwell.

Financial Implications:

The above noted gravel costs are included in the draft 2024 West Elgin Operating Budget.

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|---|--|--|---|
| <input checked="" type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,
Lee Gosnell
Manager of Operations and Community Services



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2024-03-14

Subject: 2024 Line Painting Tender Results

Recommendation:

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

That West Elgin Council hereby grants pre-budget approval for the tender amount of \$61,628.00 plus applicable taxes from RanN Maintenance of Guelph ON for line painting services.

Purpose:

To accept the quote from RanN Maintenance of Guelph ON for line painting services during the 2024 season.

Background:

The closing date for this years' line painting tender was March 1, 2024. This was a joint tender with the Municipality of Dutton-Dunwich, and all amounts listed below are for West Elgin's 217,000 meters of painted line only. As of the closing date, five submissions had been received as follows (before applicable taxes) –

| | | |
|----|----------------------------|--------------|
| 1. | Mobil Services Inc. | \$73,590.00 |
| 2. | Stoneline Ltd. | \$97,650.00 |
| 3. | Guild Electric Ltd. | \$94,974.00 |
| 4. | RanN Maintenance | \$61,628.00 |
| 5. | KDN Pavement Markings Ltd. | \$366,730.00 |

The low tender bid listed above represents a decrease of approx. \$0.08 per meter over last years' price. RanN maintenance provided 'Contractors Experience in Similar Work' as requested, which included the Municipality of Central Elgin, Township of Malahide, and the City of St. Thomas. Staff followed up with each, as neither West Elgin nor Dutton-Dunwich have used this contractor in the past. All contacts provided positive feedback regarding their overall experience with RanN Maintenance. Staff from West Elgin and Dutton-Dunwich also held a meeting with the successful bidder on March 6, which confirmed their commitment to completing the tendered work in a safe and efficient manner.

For these reasons, we recommend awarding the 2024 Line Painting contract to RanN Maintenance of Guelph ON.

Financial Implications:

The above noted line painting costs are included in the draft 2024 West Elgin Operating Budget.

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|---|--|--|---|
| <input checked="" type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,
 Lee Gosnell
 Manager of Operations and Community Services



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2024-03-14

Subject: 2024 Dust Suppressant Tender Results

Recommendation:

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

That West Elgin Council hereby grants pre-budget approval in the amount of \$281,250.00 plus applicable taxes as submitted by Pollard Distribution Inc. of Harrow ON for supply and application of dust suppressant during the 2024 season.

Purpose:

To accept the quote from Pollard Distribution Inc. for the supply, haul and spread of approx. 2,250,000 liters of natural dust suppressant.

Background:

Three quotes for dust suppressant services were received by the deadline of March 1, 2024, and are listed below (before applicable taxes) –

| | | |
|----|--------------------------------|--------------|
| 1. | Pollard Distribution Inc. | \$281,250.00 |
| 2. | Da-Lee Group | \$376,875.00 |
| 3. | Eastern Oilfield Services Ltd. | \$213,750.00 |

This years' dust suppressant tender received interest from three suppliers, as listed above. A substantial portion of the tender amount comes from transportation of the product. Eastern Oilfield's supply is local to the West Elgin area, which helps reduce the overall cost due to a decrease in time and fuel requirements. Although Eastern was low bid, staff identified a concern with the tender submission during their review. The West Elgin dust suppressant tender requires 2,250,000 litres of effective chloride composites (based on a 20% solution). This is accomplished with the combination of calcium and magnesium as a percentage of the total liquid amount, which determines the products' effectiveness at drawing in moisture and reducing dust. Based on Eastern Oil's specified percentage, the total litres required to achieve a proper 20% application would cost more than the second low bid from Pollard Distribution. For these reasons, staff recommend awarding the 2024 dust suppressant tender to Pollard Distribution Inc. of Harrow ON.

Financial Implications:

The above noted dust suppressant costs are included in the draft 2024 West Elgin Operating Budget.

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|---|--|--|---|
| <input checked="" type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Lee Gosnell
 Manager of Operations and Community Services

Report Approval Details

| | |
|----------------------|--|
| Document Title: | 2024 Dust Suppressant Tender Results - 2024-10-Operations Community Services.docx |
| Attachments: | |
| Final Approval Date: | Mar 12, 2024 |

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

Terri Towstiuc



Staff Report

Report To: Council Meeting

From: Lee Gosnell, Manager of Operations & Community Services

Date: 2024-03-14

Subject: West Lorne Library Roof Replacement

Recommendation:

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

That West Elgin Council hereby grants pre-budget approval for the quoted amount of \$17,180.00 plus applicable taxes from Elgin Roofing of Aylmer for replacement of the TPO Flat Roof above the West Lorne Library.

Purpose:

To accept the quote from Elgin Roofing of Aylmer ON for replacement of the West Lorne Library flat roof.

Background:

Over the last 18 months, staff have been dealing with a persistent water leak above the West Lorne library. Multiple contractors were brought in to address the situation, but no obvious causes were identified. While some minor adjustments/improvements were made, the leak would always return, albeit sometimes many weeks/months later.

After assessment by three reputable roofing companies, it was mutually agreed that future attempts to locate a cause would be impractical. The membrane used on a flat roof has an approx. lifespan of 15 – 20 years, which puts the library roof well within the window for replacement. Although water damage in the library has been minimal to date, the last few events would indicate the leak is getting worse and should be addressed ASAP.

Three quotes were obtained for this project and are listed below (before applicable taxes) –

| | |
|---------------------|-------------|
| 1. Elgin Roofing | \$17,180.00 |
| 2. Davidoff Roofing | \$31,055.00 |
| 3. Flynn Roofing | \$39,964.00 |

Staff have reviewed all three quotes provided and followed up with Elgin Roofing regarding details of their 5-year workmanship warranty, insurance and WSIB. Upon confirmation that replacement can start ASAP (weather permitting), West Elgin staff recommend the award of this project to Elgin Roofing of Aylmer.

Financial Implications:

The above noted roofing costs are included in the draft 2024 West Elgin Operating Budget.

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|---|--|--|---|
| <input checked="" type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Lee Gosnell
Manager of Operations and Community Services

Report Approval Details

| | |
|----------------------|---|
| Document Title: | West Lorne Library Roof Replacement - 2024-13-Operations Community Services.docx |
| Attachments: | |
| Final Approval Date: | Mar 12, 2024 |

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

Terri Towstiuc

February 20, 2024

Magda Badura mbadura@westelgin.net
Corporation of the Municipality of West Elgin
22413 Hoskins Line
Rodney, ON N0L 2C0

Re: Requirement under the Safe Drinking Water Act for a Summary Report

Dear Ms. Badura

Attached is the 2023 Summary Report for the West Elgin Distribution System for January 1st to December 31st, 2023. This report is completed in accordance with Schedule 22 of O. Reg. 170/03, under the Safe Drinking Water Act.

This Summary Report is to be provided to the members of the West Elgin Municipal Council. Please ensure this distribution by March 31, 2024.

Attached is also a copy of the 2023 Annual Report for the West Elgin Distribution System required under Section 11 of O. Reg. 170/03. Section 12 of O. Reg. 170/03, requires both the Summary Report and the Annual Report to be made available for inspection by any member of the public during normal business hours, without charge. The reports should be made available for inspection at the office of the municipality, or at a location that is reasonably convenient to the users of the water system.

Please feel free to contact me should you require any additional information regarding these reports. I can be reached at 519-312-0847.

Sincerely,



Terri-Lynn Thomson
Process and Compliance Technician

cc. Terri Towstiuć, Municipality of West Elgin
Dale LeBritton, OCWA Regional Hub Manager
Sam Smith, OCWA Senior Operations Manager
Maegan Garber, OCWA Safety, Process and Compliance Manager



**Ontario Clean Water Agency
Agence Ontarienne Des Eaux**

**Annual Summary Report
For the
West Elgin Distribution System
2023**

Prepared for the Municipality of West Elgin

By the Ontario Clean Water Agency

Table of Contents

| Section Number | Contents | Page Number |
|-------------------|---|-------------|
| 1 | Overview of System | 1 |
| 2 | Compliance with Regulations Schedule 22-2 (2)(a) List the requirements of the Act, the regulations, the system's approval, drinking water works permit, municipal drinking water licence, and any orders applicable to the system that were not met at any time during the period covered by the report | 1 |
| 3 | Corrective Actions Schedule 22-2 (2)(b) For each requirement referred to in section 2 that was not met, specify the duration of the failure and the measures that were taken to correct the failure. | 1 |
| 4 | Flow Summary Schedule 22-2 (3) 1. A summary of the quantities and flow rates of the water supplied during the period covered by the report 2. A comparison of the summary referred to in paragraph 1 to the rated capacity and flow rates approved in the system's approval, drinking water works permit or municipal drinking water licence, or if the system is receiving all of its water from another system under an agreement pursuant to subsection 5 (4), to the flow rates specified in the written agreement. | 1 |
| APPENDICES | | |
| APPENDIX A | Distribution flows for January 1, 2023 to December 31, 2023 | |

SECTION 1: Overview

This summary report for the West Elgin Distribution System is published in accordance with Schedule 22 of Ontario's Drinking Water Systems Regulation for the reporting period of January 1st to December 31st, 2023. The West Elgin DS is categorized as a Large Municipal Residential Drinking Water System.

The West Elgin DS operated in accordance with the Municipal Drinking Water Licence 304-101 and Drinking Water Works Permit 304-201.

This report was prepared by The Ontario Clean Water Agency on behalf of the Municipality of West Elgin and must be supplied to the West Elgin Municipal Council by March 31, 2024.

SECTION 2: Compliance

The West Elgin DS was operated and maintained in such a manner that treated water supplied to the consumers serviced by the system satisfied all the requirements in the Safe Drinking Water Act, the Regulations, the Municipal Drinking Water License and the Drinking Water Works Permit.

The 2022 routine, annual Ministry of the Environment, Conservation and Parks (MECP) inspection was conducted on March 22, 2023 by Provincial Officer Meghan Morgan. The inspection covered the period from Feb 1, 2022 to February 28, 2023.

The 2023 routine, annual MECP inspection was conducted on January 17, 2024 by Provincial Officer Meghan Morgan. The inspection covered the period from Mar 1, 2023 to December 31, 2023. The inspection report has yet to be received.

SECTION 3: Corrective Action

MECP Inspections have an Inspection Rating Record, which evaluates the system to provide information for the owner/operator on areas that need to be improved. This system received 0 out of 259 non-compliance ratings for the 2022 annual inspection and as such received 100% for the Final Inspection Rating.

No corrective actions were required in 2023.

SECTION 4: Summary and Discussion of Quantity of Water Supplied

In accordance with Schedule 22-2(3) find a summary and discussion of the quantity of water supplied during the reporting period. There are no rated capacities specified in the MDWL or DWWP.

The West Elgin Distribution System is supplied from the Tri-County Drinking Water System, West Lorne Train. The flow is metered as it leaves the treatment plant. The total volume supplied from the treatment plant to the distribution system in 2023 was 988,902m³. This flow is distributed to the following distribution systems:

- West Elgin Distribution System
- Southwest Middlesex Distribution System

- Dutton Dunwich Distribution System
- Newbury Distribution System
- Bothwell Distribution System

There are various meters to monitor flow to and through the West Elgin Distribution System and the other distribution systems that are supplied. Attached as Appendix A, find a summary of the various flow meters throughout the distribution system.

APPENDIX A

Monthly flow meter volumes throughout the distribution system.

| | West Lorne Train WTP (m³) | West Elgin North (m³) | Pioneer Line (m³) | Marsh Line (m³) | Silver Clay Line (m³) | Eagle West (m³) |
|------------------|---|---|---|---|---|---|
| January | 69,959 | 7,700 | 2,168 | 3,492 | 7,103 | 84 |
| February | 62,525 | 7,836 | 1,812 | 3,348 | 0 | 196 |
| March | 68,465 | 6,954 | 2,149 | 3,829 | 3,608 | 9 |
| April | 75,149 | 12,977 | 2,019 | 3,913 | 0 | 1 |
| May | 86,144 | 11,599 | 2,516 | 4,751 | 0 | 0 |
| June | 90,095 | 7,573 | 3,211 | 5,669 | 0 | 0 |
| July | 95,901 | 9,293 | 6,120 | 9,695 | 6,416 | 36,569 |
| August | 88,717 | 6,606 | 6,017 | 9,439 | 5,864 | 97 |
| September | 87,595 | 9,507 | 5,623 | 10,581 | 5,512 | 75 |
| October | 87,442 | 8,900 | 3,803 | 16,226 | 5,696 | 32 |
| November | 77,634 | 11,745 | 1,677 | 13,685 | 0 | 1 |
| December | 99,275 | 20,019 | 3,711 | 12,665 | 4,993 | 9 |
| Total | 988,902 | 120,709 | 40,825 | 97,293 | 39,190 | 37,074 |

ANNUAL REPORT

| | |
|---------------------------------|---|
| Drinking Water System Number: | 260094627 |
| Drinking Water System Name: | West Elgin Distribution System |
| Drinking Water System Owner: | Corporation of the Municipality of West Elgin |
| Drinking Water System Category: | Large Municipal Residential |
| Period being reported: | January 1 st to December 31 st , 2023 |

| <u>Complete if your Category is Large Municipal Residential or Small Municipal Residential</u> | <u>Complete for all other Categories</u> |
|--|---|
| <p>Does your Drinking Water System serve more than 10,000 people? Yes [] No [X]</p> <p>Is your annual report available to the public at no charge on a web site on the Internet? Yes [X] No []</p> <p>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</p> <div style="border: 1px solid black; padding: 5px;"> <p>West Elgin Municipal Office 22413 Hoskins Line Rodney, ON N0L 2C0</p> </div> | <p>Number of Designated Facilities served: <div style="border: 1px solid black; padding: 2px;">n/a</div></p> <p>Did you provide a copy of your annual report to all Designated Facilities you serve? Yes [] No []</p> <p>Number of Interested Authorities you report to: <div style="border: 1px solid black; padding: 2px;">n/a</div></p> <p>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? Yes [] No []</p> |

List all Drinking Water Systems (if any), which receive all their drinking water from your system:

| Drinking Water System Name | Drinking Water System Number |
|---|------------------------------|
| Southwest Middlesex Distribution System | 260005502 |

Did you provide a copy of your annual report to all Drinking Water System owners that are connected to you and to whom you provide all drinking water? Yes [X] No []

Indicate how you notified system users that your annual report is available and is free of charge.

- [X] Public access/notice via the web
- [X] Public access/notice via Government Office
- [] Public access/notice via a newspaper
- [X] Public access/notice via Public Request
- [] Public access/notice via a Public Library
- [] Public access/notice via other method _____

Describe your Drinking Water System

The West Elgin Distribution System receives water from the Tri-County Drinking Water System. The West Elgin Distribution System services West Lorne, Rodney and rural areas of West Elgin. The distribution system contains a network of watermains along with a water tower located in Rodney with re-chlorination. There are sample stations, hydrants, blow offs and auto flushers located throughout the municipality for monitoring the system.

The West Elgin Distribution System provides water to the Southwest Middlesex Distribution system. As well can provide emergency connection to the Southwest Middlesex Distribution System through an interconnect at the 401 overpass. As well, the system supplies water to the Dutton Dunwich Distribution System via Pioneer Line.

List all water treatment chemicals used over this reporting period

Sodium Hypochlorite 12%

Were any significant expenses incurred to?

- ☐ Install required equipment
- ☒ Repair required equipment
- ☒ Replace required equipment

Please provide a brief description and a breakdown of monetary expenses incurred

-Watermain and service repairs/replacement
 -Autoflusher repairs
 -Hydrant repairs
 -Watermain Commissioning

Provide details on the notices submitted in accordance with subsection 18 (1) of the Safe Drinking Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

| Incident Date | Parameter | Result | Unit of Measure | Corrective Action | Corrective Action Date |
|---------------|-----------|--------|-----------------|-------------------|------------------------|
| n/a | n/a | n/a | n/a | n/a | n/a |

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period

| | Number of Samples | Range of E. Coli Results (min #)-(max #) | Range of Total Coliform Results (min #)-(max #) | Number of HPC Samples | Range of HPC Results (min #)-(max #) |
|--------------|-------------------|--|---|-----------------------|--------------------------------------|
| Distribution | 209 | 0-0 | 0-0 | 105 | <10-120 |

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.

| | Number of Grab Samples | Range of Results (min #)-(max #) | Unit of Measure |
|----------|---------------------------|--|--------------------|
| Chlorine | 364 | 0.32-1.68 | mg/L |

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

| Date of legal instrument issued | Parameter | Date Sampled | Result | Unit of Measure |
|------------------------------------|-----------|-----------------|--------|--------------------|
| n/a | n/a | n/a | n/a | n/a |

Summary of Inorganic parameters tested during this reporting period or the most recent sample results

| Parameter | Sample Date | Result Value | Unit of Measure | Exceedance |
|-----------|-------------|--------------|-----------------|------------|
| n/a | n/a | n/a | n/a | n/a |

Summary of lead testing under Schedule 15.1 during this reporting period

(applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

| Location Type | Number of Samples | Range of Results | | MAC (ug/L) | Number of Exceedances |
|------------------------------------|----------------------|------------------|---------|---------------|--------------------------|
| | | Minimum | Maximum | | |
| Distribution*- Lead Results (ug/L) | 0 | n/a | n/a | n/a | n/a |
| Distribution - Alkalinity (mg/L) | 6 | 94 | 98 | n/a | n/a |
| Distribution - pH | 6 | 6.92 | 7.85 | n/a | n/a |

**Lead testing done every 3 years with alkalinity and pH completed every year*

Summary of Organic parameters sampled during this reporting period or the most recent sample results

| Parameter | Sample Date | Result Value | Unit of Measure | Exceedance |
|-----------|----------------|-----------------|--------------------|------------|
| HAAs | 2023 | 23 | ug/L | No |
| THMs | 2023 | 54.5 | ug/L | No |

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards

| Parameter | Result Value | Unit of Measure | Date of Sample |
|-----------|--------------|--------------------|----------------|
| THM's | 54.5 | ug/L | 2023 |



MUNICIPALITY OF West Elgin

Staff Report

Report To: Council Meeting
From: Terri Towstiuc, Clerk
Date: 2024-03-14
Subject: Administration Monthly Update

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Monthly Update, including January & February 2024, for information purposes only.

Purpose:

This report is to provide Council with an update regarding administration and general Municipal Office events, training and project progress.

Background:

If an effort in enhance communication between staff, Council and residents, monthly reports will be submitted to provide valuable updates.

- January 20-23, 2024 – Deputy Mayor Tellier and Terri Towstiuc, Clerk attended the 2024 ROMA Conference.
- Various staff participated in training webinars for CityWide, Municipal Exchange - Citizen's Portals, GovStack/iCreate (Website) and OTF's Capital Grants.
- Senior Management participated in an Elgin County Emergency Management workshop, with a focus on Petroleum Emergencies (Abandoned Legacy Oil/Gas wells)
- Senior Management participated in an Emergency Management webinar with a focus on planning for the upcoming Solar Eclipse, April 8, 2024.
- Bi-weekly staff meetings have re-started, led by the CAO/Treasurer and Clerk, to allow staff an opportunity to update everyone on their current projects and collaborate when required.
- Staff has started utilizing the Council Highlights again, providing a digital copy to all staff and Council, and uploading a copy to the Municipal Website and Facebook.
- Staff submitted the Ontario Trillium Foundation grant application for the proposed multi-use pad in West Lorne, Miller Park, which includes basketball, pickleball and tennis courts.

Financial Implications:

N/A

Policies/Legislation:

N/A

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|--|--|--|--|
| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input checked="" type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Terri Towstiuć
Clerk



MUNICIPALITY OF West Elgin

Staff Report

Report To: Council Meeting
From: Terri Towstiuc, Clerk
Date: 2024-03-14
Subject: Development Charges Proposal, Watson and Associates

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Development Charges Study Proposal and Quote; And

That Council hereby direct staff to proceed with the Development Charges Background Study and By-law as proposed by Watson and Associates, at an estimated cost of \$29,900, plus applicable taxes.

Purpose:

The purpose of this report is to provide Council with a follow-up report, regarding Development Charges and a proposed study estimated cost, prepared by Watson and Associates.

Background:

At the Regular Meeting of Council, February 8, 2024, Council Passed the following resolution:

Resolution No. 2024- 46

Moved: Councillor Denning

Seconded: Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Development Charges, Study Proposal; And

*That Council direct staff to obtain a quote for a Development Charges study for the Municipality of West Elgin. **Carried***

Following the meeting, a quote was obtained, which is attached to this report, for Council decision, along with the initial Clerks report, for reference.

Financial Implications :

\$29,900, plus applicable taxes.

Policies/Legislation:

Development Charges Act, 1997 (D.C.A.), as amended.

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|--|--|---|---|
| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input checked="" type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Terri Towstiuc, Clerk

February 20, 2024

Magda Badura
CAO/Treasurer
Municipality of West Elgin
22413 Hoskins Line
Rodney, Ontario
N0L 2C0

Dear Magda Badura:

Re: Proposal for the Municipality of West Elgin 2024 Development Charges
Background Study and By-law

Further to the motion of Council for a request for a quote, Watson & Associates Economists Ltd. (Watson) is pleased to provide a proposal letter concerning the Municipality's 2024 Development Charges (D.C.) Background Study and By-law.

Below outlines the summary of the study process, team members that will undertake the assignment, as well as the proposed workplan. We look forward to any questions in relation to this proposal.

1. Introduction

The Municipality of West Elgin has requested a proposal to undertake the preparation of a D.C. Background Study and By-law. The D.C. study will result in the emplacement of a D.C. by-law, meeting the requirements of the Development Charges Act, 1997 (D.C.A.), as amended.

In preparing this proposal, we recognize that the overall objective of this study is to provide funds that will allow the Municipality to finance the capital works required for development and to permit the Municipality to grow on a financially sound basis while complying with the new legislated requirements as set out in:

- Bill 108 (More homes, More Choice Act, 2019);
- Bill 138 (Plan to Build Ontario Together Act, 2019);
- Bill 197 (COVID-19 Economic Recovery Act, 2020);
- Bill 213 (Better for People, Smarter for Business Act, 2020);
- Bill 109 (More Homes for Everyone Act, 2022);
- Bill 23 (More Homes, Built Faster Act, 2022);
- Bill 134 (Affordable Homes and Good Jobs Act, 2023); and



- Associated regulations.

Watson has been actively involved with a number of municipalities and the Municipal Finance Officers' Association in interpreting and analysing the recent changes to the legislation. These legislative changes will be incorporated into the Municipality's study and have been summarized in Appendix A of this proposal.

The work plan will include the following:

- Review the Municipality's current policies regarding recovery of capital expenditures from new development and recommend an appropriate development charge strategy. Strategies regarding recovery of costs associated with excess capacity designed to service growth beyond the buildout period will also be examined;
- Review and develop policies with staff, addressing issues such as exemptions, discounting and credits, phase-in strategies and indexing options, as well as credits for various classes of development including but not limited to: residential, institutional, commercial, and industrial developments;
- Develop the timing of payment provisions, D.C. rate freeze, interest policies, and definitions in the Municipality's draft D.C. by-law, as outlined in the D.C.A.;
- Comply with the requirements of the D.C.A., and its associated regulation O.Reg. 82/98. This includes preparing a D.C. background study comprising a forecast of anticipated development, determining eligible services, estimating increased needs for each service, measuring 15-year historical levels of service, developing an asset management plan for projects included in the study and rules for imposing the calculated charges as well as the legislative requirements;
- Undertake the statutory public process requirements, including the need to hold at least one public meeting under the provisions of the legislation; and
- Ensure that financing is in place to pay for the services required to accommodate future development in the Municipality.

2. Our Perspectives on the Requirements of the Assignment

With respect to specific requirements for this assignment, we would provide the following:

- A review of potential D.C. policies on cost recovery of capital expenditures, including policies on exemptions, phase-ins, indexing, discounting, and credits will be undertaken;
- Provide policy advice and analysis with respect to:
 - The planning period time-horizon for services;
 - The Local Service Policy;
 - Special area rates, phasing, and discretionary exemptions;



- Payment agreements, credits, front-ending agreements and subdivision agreements; and
 - D.C. recovery policies and strategies;
- Work with staff to prepare a Local Service Policy, under section 59(2) of the D.C.A. This policy sets out the responsibility of the developer versus what capital works will be included in the D.C. study;
- Hold the following four (4) meetings with Municipal staff and/or Council:
 - Hold one (1) start-up meeting to provide staff with information about the project, legislative requirements, and to discuss the study process;
 - Hold one (1) full day of meetings with staff from each department to review 15-year historical service standard information, anticipated capital needs and to discuss D.C. policy and other matters;
 - Present the report and proposed rates at a statutory Public Meeting (including a survey of D.C. rates in other municipalities);
 - Attend a meeting for passage of the final D.C. by-law;
- Prepare the D.C. background study document for staff input, presenting an analysis of the data collected, a D.C. schedule based on defined calculation methodology, with a sound legal basis, and policy recommendations. Prepare a draft by-law for staff and Council's consideration;
- Be available for the Municipality as an expert witness at the OLT in the event of an appeal (based on a separate budget) and provide post-adoption implementation support; and
- Staff also have the option to request for Watson to prepare and hold the following additional meetings:
 - Stakeholder meeting(s) to meet with the development community and other stakeholders to seek input into the D.C. process; and/or
 - One (1) Council Workshop to present an overview of the D.C. legislation, methodology, and policy considerations.

Further, we would give appropriate consideration to all the matters addressed by the D.C.A., including:

- The preparation of growth projections (anticipated development) over 10-year and longer-term forecast periods, based on the Municipality's Official Plan, and any other necessary plans or documents. The growth forecast will address residential, commercial, industrial and institutional development by time period, type, size, and general location. Other categories may be discussed at project initiation;
- The capital servicing requirements of the anticipated growth. We will meet with individual departments for an in-depth review of capital needs, understanding that changes to the growth forecast will require a change in the level of capital needs;



- The 15-year level of service cap and deductions for benefit to existing development (i.e. property tax or non-D.C. funding), post planning period capacity, excess capacity, grants and other contributions, etc.;
- Credits, full or partial exemptions, etc.;
- Collection policies and related administrative matters;
- The long-range capital and operating cost examination, as well as the asset management plan required by the D.C.A., as amended;
- The rules regarding D.C. implementation (e.g. phasing-in, indexing, municipal-wide versus area-specific charges, allocation between class of developments including mixed uses and changes in use);
- As per the amended Act, area-rating of charges will be considered; and
- Preparation of a D.C. survey of peer municipalities.

Our detailed workplan for undertaking the D.C. study process is provided in Figure 2-1.

Should this proposed work schedule not reflect the work plan anticipated by staff, Watson would be pleased to review and amend as necessary.

Figure 2-1
Proposed D.C. Background Study Workplan

| STUDY STEPS | KEY ELEMENTS |
|--|--|
| PROJECT MANAGEMENT | Upon award, Watson will establish communication between Watson staff and Municipality staff. We will prepare an internal project management plan that outlines the following: <ol style="list-style-type: none">1. Description of detailed work tasks.2. Detailed schedule with beginning and end dates associated with each task.3. Deliverables with scheduled delivery dates for draft and final documents associated with each detailed task. |
| 1. STUDY START-UP/ TRANSITIONAL ISSUES | <ol style="list-style-type: none">1.1 Work program approval.1.2 Identification of policies and other special issues to be addressed during the study process.1.3 A "D.C. Checklist" package sent by Watson to staff which overviews the D.C. process and includes sample Public Meeting notices and Notices of Passage.1.4 Discussion of services to be included in the D.C. study for recovery. |



| STUDY STEPS | KEY ELEMENTS |
|--|---|
| | 1.5 A virtual meeting with staff to review items 1.1 to 1.4 and provide information on the overall D.C. process. (study start-up meeting). |
| 2. DATA COLLECTION AND REVIEW OF BACKGROUND MATERIAL | <p>2.1 Information gathering regarding historical (past 15 yr.) asset inventories, capital budget projections and future capital requirements.</p> <p>2.2 Review long-term debt and identification of existing facility oversizing.</p> <p>2.3 Review the Official Plan, Strategic Plan, any necessary master plans, and any other relevant background documents for input into the D.C. study.</p> |
| 3. GROWTH PROJECTION DEVELOPMENT | <p>3.1 Review and incorporate various types of data into the growth forecast including: population and employment trends, building permit data, etc.</p> <p>3.2 Review the current long-term population and employment forecasts. This will include analyzing factors such as occupancy, vacancy, and classes of development.</p> <p>3.3 Draft Growth forecast (residential, commercial, industrial and institutional) for timing and location of development.</p> <p>3.4 Finalization of the growth forecast, based on recommendations through discussions with staff.</p> |
| 4. SERVICE STANDARD AND CAPITAL NEEDS ANALYSIS | <p>4.1 Determine historical service standard information (15-year) from each applicable Municipal department. The methodology for calculating levels of service and the maximum amount of D.C. funding available will be discussed with staff.</p> <p>4.2 Include long-term debt, credits, and identification of existing facility oversizing.</p> <p>4.3 Review capital expenditure information to assess growth related benefits and benefits to existing costs.</p> |
| 5. STAFF INTERVIEWS | 5.1 Meet with staff (in-person) to review the 15-year historical service standards, capital items, etc. |



| STUDY STEPS | KEY ELEMENTS |
|---|--|
| 6. DEVELOPMENT CHARGE CALCULATIONS AND ASSOCIATED POLICIES | <p>6.1 Estimation of the costs to meet the increase in the need for service attributable to development, the required capital including new infrastructure, upgrading and/or oversizing of existing facility, consistent with not exceeding the 15-year service standard, where necessary (for all identified services other than water and wastewater).</p> <p>6.2 Calculation of the D.C., based on need for service identified in 6.1, reduced by:</p> <ul style="list-style-type: none"> 6.2.1 Any existing capacity created for which Council did not indicate D.C.s would be used (at the time the capacity was created). 6.2.2 The extent to which existing development would benefit from the increase in service. 6.2.3 Anticipated capital grants, subsidies, or other contributions in respect of the capital costs. <p>6.3 Development of draft D.C. rules for exemptions (e.g. universities), phase-ins, indexing, charges for redevelopment, etc. Discussions will be held with staff to determine the impacts of potential discounts, exemptions, credits, etc.</p> <p>6.4 Discussion of strategies to recover costs associated with excess capacity designed to service growth beyond the forecast period.</p> <p>6.5 Discussion of current practices for capital cost recovery for water and wastewater services and confirmation of changes in approach (i.e. D.C.s versus <i>Municipal Act</i> capital charges).</p> |
| 7. LOCAL SERVICE POLICY | <p>7.1 Prepare a Local Service Policy with staff based on current practice in the Municipality.</p> <p>7.2 Provide examples of comprehensive local service policies and other examples.</p> |



| STUDY STEPS | KEY ELEMENTS |
|--|--|
| 8. EXAMINATION OF LONG-TERM CAPITAL/ OPERATING COSTS | 8.1 Examine the long-term capital and operating costs for capital infrastructure improvements. |
| 9. ASSET MANAGEMENT PLAN | 9.1 Prepare an asset management plan to deal with all assets whose capital costs are proposed to be funded under the D.C. by-law and demonstrate that all the assets mentioned in the asset management plan are financially sustainable over their full life cycle. |
| 10. DRAFT D.C. BACKGROUND STUDY | <p>10.1 Preparation of the draft D.C. background study and by-law for staff review.</p> <p>10.2 Determination of preliminary recommendations on categories of services (for reserve fund and credit purposes), by-law commencement date, expiry date, collection timing, etc.</p> <p>10.3 Feedback from the draft background study will be incorporated into the final background study.</p> |
| 11. FINAL D.C. BACKGROUND STUDY | 11.1 Finalize the D.C. Background study and draft by-law to release to the Public as per the requirements of the D.C.A., as amended (60 days prior to by-law passage). |
| 12. PUBLIC MEETING PROCESS | <p>12.1 Advertisement (Municipal staff) and holding of Public Meeting.</p> <p>12.2 Attend and present the study and its findings at the public meeting.</p> <p>12.3 Receipt and consideration of public submissions.</p> |
| 13. BY-LAW PASSAGE | <p>13.1 Provide Staff with by-law(s) and any applicable documents for consideration of Council.</p> <p>13.2 Attend the Council meeting to pass the by-law.</p> |
| 14. IMPLEMENTATION PROCESS | <p>14.1 Collection Policies/Process.</p> <p>14.2 By-law indexation.</p> <p>14.3 Reserve fund reporting requirements.</p> |
| OPTIONAL ITEMS | |



| STUDY STEPS | KEY ELEMENTS |
|-----------------------------------|--|
| 15. COUNCIL WORKSHOP | 15.1 Conduct one (1) Council workshop to present the draft findings and seek input prior to finalizing the D.C. background study. |
| 16. STAKEHOLDER MEETING(S) | 16.1 Undertake one (1) or more meetings with stakeholders and the development community to seek input into the D.C. process with respect to capital projects and policies. |

3. Watson & Associates Economists Ltd.

Watson is one of Canada's leading economic consulting firms, comprised of a committed 36-person staff of municipal economists, planners and accountants. The firm has been in operation since 1982.

Serving over 250 municipal clients and utility commissions and 47 school boards throughout Ontario, many of which are long-term repeat clients, the firm is recognized as a leader in the municipal finance/local government field. The firm's senior members have participated extensively as expert witnesses on municipal finance and education matters at the Ontario Land Tribunal (OLT) for 40 years.

Watson is widely recognized as a leading authority on the fiscal aspects of the municipal government sector. The firm has earned its reputation for quality of analysis, as well as pragmatic and insightful interpretation of the issues we manage. We are well known for achieving results that translate into successful outcomes for our clients.

A feature of many studies completed by the firm includes the development of a solid information basis, and then working closely with staff and politicians to develop consensus around controversial issues. Further, many of our studies involve public participation, presenting key information to the public in an understandable format and seeking public input in developing recommendations and future directions as part of a study process.

Our firm has undertaken over one-half of the consulting work done in Ontario in the D.C. field during the past decade. In addition to conducting policy studies and co-ordinating by-law preparation and adoption processes, we have carried out numerous special issue studies, provided continuing advice to municipalities on D.C.s in specific situations and have presented papers on the D.C.A. at numerous municipal conferences. We have also participated in numerous OLT hearings and related processes. As a result of the large number of D.C. studies completed by our firm, Watson has the significant advantage of being able to assemble a solid information base which, when coupled with our sound working relationships with municipal staff and others, enables us to facilitate



the development of consensus around controversial issues. Public participation, particularly from key stakeholders, is very important. Our approach is designed to ensure that material is presented in an understandable format, in order to encourage public input in the development of recommendations and future directions as part of a study process.

3.1 Project Team Members

The following staff members are available and are committed to assisting the Municipality in its preparation of the D.C. background study and by-law.

Daryl Abbs, MBE, PLE, Managing Partner, will be the project manager for the D.C. background study and by-law. He will be the day-to-day contact and be responsible for the capital needs review, policy review, attend staff meetings, calculations, and the compilation and preparation of reports and presentations. Daryl will also conduct presentations to staff, Council, and Stakeholders (if applicable). Daryl has over 10 years of public sector experience. Prior to joining Watson in February of 2015, Daryl worked at the City of St. Catharines, undertook labour market forecasting for Service Canada (Labour Market and Socioeconomic Information Directorate), and worked for a Member of Parliament. Since joining the firm in 2015, Daryl has worked primarily in the areas of development charge studies, parkland analysis, community benefit charges, water/wastewater and stormwater rate studies, fiscal impact assessments, and service delivery reviews. To date, Daryl has worked on over 75 development charge studies, including studies for Dutton Dunwich, Malahide, Aylmer, Central Elgin, Bluewater, Bruce County, and Sarnia. Daryl has also participated in a number of D.C. appeal settlements and mediations. Daryl holds a B.A. (Honours) degree in Economics from McMaster University, a Master of Business Economics degree from Brock University, and is currently a Professional Land Economist.



Tayler Murphy, MBAN, BBA, Analyst, will assist with the data collection, policy review, staff meetings, calculations and the preparation of reports and presentations. Tayler works primarily in the area of development charges. Tayler is currently working on numerous D.C. studies including Dutton Dunwich, Brant County, Pelham, Lincoln, and Clearview. Tayler joined the firm in the spring of 2022 and brings experience in finance and consulting. Tayler holds a Bachelor of Business Administration (Honours) degree and a master's degree in Business Analytics from the Schulich School of Business.



Jamie Cook, MCIP, RPP, PLE, Managing Partner, will be responsible for overseeing the preparation of the growth forecast portion of the study. Mr. Cook joined Watson 22 years ago and has over 24 years' experience in developing economic/fiscal impact studies and economic models across Canada. He is currently a member of the firm's senior management group which oversees all facets of corporate assignments and decision making. Mr. Cook has also defended his work at the OLT on several occasions. He is a registered professional planner (RPP), a professional land economist (PLE) and a member of the Economic Developers Council of Ontario (EDCO).



Vladislav Petrov, B.A., M.A., Senior Consultant, will assist in the preparation of the growth forecast. Vlad has over six years of municipal experience and joined the firm in 2017, primarily working in the areas of demographics and land needs forecasting. Vlad has assisted with data input and analysis in the areas of growth forecasting for D.C. background studies, C.B.C. strategies, and land needs studies. His previous experience includes working as an Assistant Business Analyst for Cancer Care Ontario, an Economic Analyst for the Burlington Economic Development Corporation, a Business Consultant for FreshInsights Consulting and later as an Economic Development Intern for Halton Region.

A curriculum vitae and contact information for each of the above individuals is provided in Appendix C and can be reviewed on the company's website: www.watsonecon.ca.

4. Budget

Based on the work programs identified above, our budget estimate to complete the D.C. background study and the public process is \$29,900 (exclusive of applicable taxes). It is assumed that meetings are held in-person, with the exception of the start-up meeting and by-law passage (which are assumed to be virtual). A breakdown of the budget estimate by study step and by individual consultant is presented below.



Table 4-1
Municipality of West Elgin
Development Charges Background Study

| Detailed Estimate for Each Major Study Component | Watson & Associates Economists Ltd. | | | | |
|---|-------------------------------------|--------------------------|--------------------------------|----------------------------------|-----------------|
| | Daryl Abbs Managing Partner | Tayler Murphy Analyst | Jamie Cook Managing Partner | Vlad Petrov Senior Consultant | Total Resources |
| Hourly Rates | \$285 | \$145 | \$320 | \$190 | |
| Development Charges Background Study and By-law | | | | | |
| 1 Study Startup (1)* - V | 2 | 3 | - | - | 5 |
| 2 Data Collection and Review of Background Material | 4 | 4 | 2 | 4 | 14 |
| 3 Growth Projection Development | 1 | 1 | 4 | 10 | 16 |
| 4 Service Standard and Capital Needs | 6 | 8 | | | 14 |
| 5 Staff Interviews (1)* - P | 11 | 11 | - | - | 22 |
| 6 Development Charge Calculation and Associated Policies | 6 | 6 | - | - | 12 |
| 7 Local Service Policy | 2 | 2 | - | - | 4 |
| 8 Examination of Long Term Capital/Operating | 1 | 1 | - | - | 2 |
| 9 Asset Management Plan | 1 | 1 | - | - | 2 |
| 10 Prepare Draft Background Study and By-law for staff review | 5 | 10 | 1 | 2 | 18 |
| 11 Finalize D.C. Background Study | 1 | 2 | - | - | 3 |
| 12 D.C. Public Meeting (1)* - P | 6 | 4 | - | - | 10 |
| 13 D.C. By-law Passage Meeting (1)* - V | 4 | 2 | - | - | 6 |
| 14 Implementation Process | 3 | - | - | - | 3 |
| Subtotal Number of Hours | 53 | 55 | 7 | 16 | 131 |
| Subtotal Fees | \$15,105 | \$7,975 | \$2,240 | \$3,040 | \$28,400 |
| Disbursements | | | | | 1,500 |
| Total D.C. Fees (excl. applicable taxes) | | | | | \$29,900 |
| Optional Items | | | | | |
| 15 Council Workshop (1)* - P | | | | | \$ 2,400 |
| 16 Stakeholder Meeting (1)* - P | | | | | \$ 2,400 |

(#)* indicates number of Meetings

V - Virtual Meeting

P - In-person Meeting

- The budget relates to the calculations, report preparation and policy adoption only (including input into the by-law formation) and does not cover time should an appeal occur, or liability for the results thereof. Similarly, advertising and legal costs have not been incorporated herein.
- The budget provides for four (4) meetings (start-up, one (1) day of staff interviews, public meeting, and by-law passage) as well as the development of the D.C. report and by-law.
- If Municipal staff would like to have a Council Workshop, Stakeholder Meeting, or any other additional meetings, we would be available to prepare for and attend at an upset budget of \$1,300 per virtual meeting or \$2,400 per in-person meeting (travel costs and disbursements will be invoiced at costs, subject to the approval of the Municipality).
- Out-of-pocket disbursements for long distance calls, copying and related expenses, are invoiced at cost. Budget does not include applicable taxes.
- Our billings are submitted on a monthly basis for time worked on the project during the previous month. Billings are on a net 30-day basis.



- The quotation provides for a digital copy of the draft and final reports along with a draft of the D.C. by-law in a form ready for final review by the Municipality.

We believe based on our experience, that the budget accurately reflects the time required to undertake all the steps necessary for the completion of a defensible development charge calculation that will provide the necessary funds for the Municipality to finance and accommodate new development. However, we are prepared to review our budget with the Municipality should a different level of effort be envisioned. In addition, we believe that the investment in having the work done by a specialist firm such as Watson can potentially provide significant financial and long-term economic benefit to the Municipality.

5. Schedule

Assuming project initiation with the first meeting in early March 2024, the study process has been designed to provide the Municipality with a D.C. background study and draft D.C. by-law by mid-May 2024. Final adoption of a D.C. by-law by the Municipality would be targeted for mid-July 2024. The study is considered to be “complete” for purposes of the legislation at the time of Council approval prior to by-law passage. The timelines will be reviewed during the kick-off meeting and specific dates can be modified.



Figure 5-1
Municipality of West Elgin
Proposed Timeline

| DEVELOPMENT CHARGES BACKGROUND STUDY STEPS | 2024 | | | | | | |
|---|----------|-------|-------|-----|------|------|--------|
| | February | March | April | May | June | July | August |
| 1 Study Startup (1)* - V | | ST | | | | | |
| 2 Data Collection and Review of Background Material | | | | | | | |
| 3 Growth Projection Development | | | | | | | |
| 4 Service Standard and Capital Needs | | | | | | | |
| 5 Staff Interviews (1)* - P | | | SI | | | | |
| 6 Development Charge Calculation and Associated Policies | | | | | | | |
| 7 Local Service Policy | | | | | | | |
| 8 Examination of Long Term Capital/Operating | | | | | | | |
| 9 Asset Management Plan | | | | | | | |
| 10 Prepare Draft Background Study and By-law for staff review | | | DR | | | | |
| 11 Finalize D.C. Background Study | | | | FR | | | |
| 12 D.C. Public Meeting (1)* - P | | | | | PM | | |
| 13 D.C. By-law Passage Meeting (1)* - V | | | | | | BL | |
| 14 Implementation Process | | | | | | | |
| Optional Items | | | | | | | |
| 15 Council Workshop (1)* - P | | | | CW | | | |
| 16 Stakeholder Meeting (1)* - P | | | | SK | | | |

(*) Indicates meeting

V - Virtual

P - in-person

ST - Startup Meeting

PM - Public Meeting

SI - Staff Interviews

BL - By-law Passage

DR - Draft Report Released to Staff

FR - Final Report Release Date

CW - Council Workshop

SK - Stakeholder Meeting



6. Other Matters

6.1 Accessibility

Watson is committed to producing accessible documents that comply with A.O.D.A. (Accessibility for Ontarians with Disabilities Act, 2005) guidelines, as well as adherence to C.N.I.B. (Canadian National Institute for the Blind) Clear Print guidelines. Watson can provide reports as PDF files that pass the Adobe Acrobat Pro DC Accessibility Checker.

Illustrations in the form of images, figures, diagrams, and complex tables often display data that is difficult to make accessible to people with visual disabilities. To effectively communicate complicated information in a way that is accessible and understandable to the reader, such illustrations are inserted as enhanced metafiles with descriptive, perceivable, and understandable alternative text. In addition, a comprehensive rendering of the data is included in the text to complement the illustrations and communicate results clearly.

In cases where complex data tables are being provided, or the Municipality requires customized report styles, templates and specific formatting (e.g. the use of capital letters, underlining, italics, font sizes and colours), we will discuss any special circumstances with the Municipality. Often, complex data tables would be included as a separate appendix in order that they can be separated from the main document when being published in the public domain (e.g. Municipal website) where accessibility is required.

Our proposed budget for this work is reflective of the accessibility features outlined above. If, however, a higher level of digital accessibility is required, we are able to provide this service at an additional cost to the Municipality. This additional cost would be determined based on the Municipality's specific requirements.

6.2 COVID-19

In response to the COVID-19 pandemic and the recommendations given by the Province, Watson has implemented strategies to ensure the safe interaction with our clients, employees, and the public. Furthermore, we are committed to the successful completion of all contracts using the best tools available. Our employees are set up to work remotely and have been trained in software and processes to continue to work collaboratively with all our clients, colleagues, and sub-contractors. We also have the ability to teleconference through audio and video means to hold meetings, interviews, etc. In addition, we have been working with clients in the existing environment on conducting virtual public meetings and have had discussions regarding possible online/digital public engagement opportunities, should that become a necessity. We



continue to communicate with our clients and third-party service providers on their own business continuity plans to ensure cooperation and best practices.

6.3 Conflict of Interest

Watson has reviewed current projects and confirms that none of the project team members have a conflict of interest.

7. Terms of Agreement

Having read the above Letter of Contract from Watson & Associates Economists Ltd., dated February 20, 2024, the Municipality of West Elgin agrees to acceptance of this proposal and to engage Watson & Associates Economists Ltd. upon the terms set out therein.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Daryl Abbs
Managing Partner

Signed: _____

Accepted on behalf of: _____

Municipality of West Elgin

Date: _____



Appendix A

Changes to the D.C.A.



Changes to the D.C.A.

The following provides for an overview of recent legislative changes, for completeness and understanding of the proposed workplan.

Bill 108, More Homes, More Choice Act, 2019

On May 2, 2019, the Province introduced Bill 108, which proposed changes to the D.C.A. The Bill was introduced as part of the Province's "More Homes, More Choice: Ontario's Housing Supply Action Plan." The Bill received Royal Assent on June 6, 2019.

While having received Royal Assent, many of the amendments to the D.C.A. would not come into effect until proclamation by the Lieutenant Governor (many of these changes were revised through Bills 138 & 197). The following provisions were proclaimed and became effective January 1, 2020:

- Rental housing and institutional developments pay D.C.s in six (6) equal annual payments commencing at occupancy. Non-profit housing developments pay D.C.s in 21 equal annual payments. Interest may be charged on the instalments, and any unpaid amounts may be added to the property and collected as taxes.
- The D.C. amount for all developments occurring within two years of a Site Plan or Zoning By-law Amendment planning approval (for application submitted after this section is proclaimed), shall be determined based on the D.C. in effect on the day of Site Plan or Zoning By-law Amendment application. If the development is not proceeding via these planning approvals, then the amount is determined at the date of issuance of the first building permit or, in special cases and where the D.C. by-law provides, at the approval of a plan of subdivision (for certain services only).

On February 28, 2020, the Province released updated draft regulations related to the D.C.A. and the Planning Act. A summary of those changes is provided below.

Changes to Eligible Services – Prior to Bill 108, the D.C.A. provided a list of ineligible services whereby municipalities could include growth related costs for any service that was not listed. With Bill 108, the changes to the D.C.A. would now specifically list the services that are eligible for inclusion in the by-law. Further, the initial list of eligible services under Bill 108 was limited to "hard services," with the "soft services" being removed from the D.C.A. These services would be considered as part of a new community benefits charge (discussed below) imposed under the Planning Act. As noted in the next section this list of services has been amended through Bill 197.

Mandatory 10% Deduction – The amending legislation would remove the mandatory 10% deduction for all services that remain eligible under the D.C.A.



Remaining Services to be Included in a New Community Benefits Charge (C.B.C.) Under the Planning Act – It was proposed that a City may, by by-law, impose a C.B.C. against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies. The C.B.C. was proposed to include formerly eligible D.C. services that would no longer be eligible for D.C.s, in addition to parkland dedication and bonus zoning contributions.

Bill 108 was further refined based on Bills 138 and 197; and proclaimed on September 18, 2020 along with Bill 197.

Bill 138, Plan to Build Ontario Together Act, 2019

On November 6, 2019, the Province released Bill 138 which provided further amendments to the D.C.A. and Planning Act. This Bill received Royal Assent on December 10, 2019 and was then proclaimed, resulting in sections related to the D.C.A. (schedule 10) becoming effective on January 1, 2020. The amendments to the D.C.A. included removal of instalment payments for commercial and industrial developments that were originally included in Bill 108.

Bill 197, COVID-19 Economic Recovery Act, 2020

In response to the global pandemic that began affecting Ontario in early 2020, the Province released Bill 197 which provided amendments to a number of Acts, including the D.C.A. and Planning Act. This Bill also revised some of the proposed changes identified in Bill 108. Bill 197 was tabled on July 8, 2020, received Royal Assent on July 21, 2020, and was proclaimed on September 18, 2020. The following provides a summary of the changes.

D.C. Related Changes

List of D.C. Eligible Services

As noted above, under Bill 108 some services were to be included under the D.C.A. and some would be included under the C.B.C. authority. However, Bill 197 revised this proposed change and has included all services (with some exceptions) under the D.C.A. These services are as follows:

- Water supply services, including distribution and treatment services.
- Wastewater services, including sewers and treatment services.
- Storm water drainage and control services.
- Services related to a highway.
- Electrical power services.
- Toronto-York subway extension.
- Transit services.
- Waste diversion services.



- Policing services.
- Fire protection services.
- Ambulance services.
- Library services
- Long-term Care services
- Parks and Recreation services, but not the acquisition of land for parks.
- Public Health services
- Childcare and early years services.
- Housing services.
- Provincial Offences Act services.
- Services related to emergency preparedness.
- Services related to airports, but only in the Region of Waterloo.
- Additional services as prescribed.

Classes of Services – D.C.

Pre-Bill 108/197 legislation (i.e. D.C.A., 1997) allowed for categories of services to be grouped together into a minimum of two categories (90% and 100% services).

The Act (as amended) repeals and replaces the above with the four following subsections:

- A D.C. by-law may provide for any eligible service or capital cost related to any eligible service to be included in a class, set out in the by-law.
- A class may be composed of any number or combination of services and may include parts or portions of the eligible services or parts or portions of the capital costs in respect of those services.
- A D.C. by-law may provide for a class consisting of studies in respect of any eligible service whose capital costs are described in paragraphs 5 and 6 of s. 5 of the D.C.A.
- A class of service set out in the D.C. by-law is deemed to be a single service with respect to reserve funds, use of monies, and credits.

As well, the removal of 10% deduction for soft services under Bill 108 has been maintained.

Note: an initial consideration of “class” appears to mean any group of services.

10-Year Planning Horizon

The 10-year planning horizon has been removed for all services except transit.

C.B.C. Related Changes



C.B.C. Eligibility

Through the Provincial process and provided in Bill 197, the C.B.C. is limited to lower-tier and single tier municipalities. A C.B.C. study is not included as part of this process.

Transition

The specified date for municipalities to transition to the new D.C. rules (i.e. update their by-laws to reflect the eligible services) is two years after Schedules 3 and 17 of the COVID-19 Economic Recovery Act comes into force (i.e. September 18, 2022).

Bill 213, Better for People, Smarter for Business Act, 2020

Bill 213 was introduced in October of 2020 and received Royal Assent on December 8, 2020. One of the changes, that became effective upon Royal Assent, includes amending the Ministry of Training, Colleges and Universities Act by introducing a new section that would exempt the payment of development charges for developments of land intended for use by a university that receives operating funds from the Government. This mandatory exemption will be included in the Municipality's draft by-law.

Bill 109: More Homes for Everyone Act, 2022

On April 14, 2022, Bill 109 received Royal Assent. One of the changes of the Bill and Ontario Regulation (O. Reg.) 438/22 that took effect upon Royal Assent included amending the D.C.A. and O. Reg. 82/98 related to the requirements for the information which is to be included in the annual Treasurer's statement on D.C. reserve funds and the requirement for publication of the statement. The following additional information must be provided for each D.C. service being collected for during the year:

- a) whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law;
- b) if the answer to a) is no, the amount the municipality now expects to incur and a statement as to why this amount is expected; and
- c) if no money was spent from the reserve fund during the year, a statement as to why there was no spending during the year.

The changes to the D.C.A. has also been amended to now require that the annual Treasurer's statement be made available to the public on the website of the municipality or, if there is no such website, in the municipal office.

Bill 23: More Homes Built Faster Act, 2022



On November 28, 2022, Bill 23 received Royal Assent. This Bill amends a number of pieces of legislation including the Planning Act and D.C.A. It is noted that, as of the time of writing, the Province has announced (on December 13, 2023) potential changes to the phased-in requirements and the removal of studies as eligible costs. The details of these changes will be forthcoming in early 2024 and Watson will monitor and advise as to the nature of these changes. The following provides a summary of the changes to the D.C.A.:

Additional Residential Unit Exemption

The rules for these exemptions are now provided in the D.C.A., rather than the regulations and are summarized as follows:

- Exemption for residential units in existing rental residential buildings – For rental residential buildings with four or more residential units, the greater of one unit or 1% of the existing residential units will be exempt from D.C.
- Exemption for additional residential units in existing and new residential buildings
 - The following developments will be exempt from a D.C.:
 - A second unit in a detached, semi-detached, or rowhouse if all buildings and ancillary structures cumulatively contain no more than one residential unit;
 - A third unit in a detached, semi-detached, or rowhouse if no buildings or ancillary structures contain any residential units; and
 - One residential unit in a building or structure ancillary to a detached, semi-detached, or rowhouse on a parcel of urban land, if the detached, semi-detached, or rowhouse contains no more than two residential units and no other buildings or ancillary structures contain any residential units.

Removal of Housing as an Eligible D.C. Service

Housing services is removed as an eligible service. Municipalities with by-laws that include a charge for housing services can no longer collect for this service.

New Statutory Exemptions for Affordable Units, Attainable Units, Inclusionary Zoning Units, and Non-Profit Housing developments

Affordable units, attainable units, inclusionary zoning units and non-profit housing developments are exempt from the payment of D.C.s, as follows:

- Inclusionary Zoning Units: Affordable housing units required under inclusionary zoning by-laws are exempt from a D.C.
- Affordable Rental Units: Where rent is no more than 80% of the average market rent as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.



- **Affordable Owned Units:** Where the price of the unit is no more than 80% of the average purchase price as defined by a new bulletin published by the Ministry of Municipal Affairs and Housing.
- **Attainable Units:** Excludes affordable units and rental units; will be defined as prescribed development or class of development and sold to a person who is at “arm’s length” from the seller.
 - Note: for affordable and attainable units, the municipality shall enter into an agreement that ensures the unit remains affordable or attainable for 25 years.

Further to the above, Bill 134: Affordable Homes and Good Jobs Act, 2023 which was released on September 28, 2023 and received Royal Assent on December 4, 2023 provides a new definition of “affordable” under the D.C.A.:

- Owned unit (lesser of): cost is less than 30% of the 60th percentile of income for households in the municipality or 90% of the average purchase price as defined in a new Bulletin; and
- Rental unit (lesser of): rent is less than 30% of the 60th percentile of income for rental households or average market rent set out in a new Bulletin.

Note: the above exemptions for affordable and attainable units are not currently in force. These exemptions will be in force upon proclamation and revisions to the regulations. The bulletin has yet to be published.

- Non-Profit Housing: Non-profit housing units are exempt from D.C.s and D.C. instalment payments due after November 28, 2022.

Historical Level of Service extended to 15-year period instead of the historical 10-year period

Currently, the increase in need for service is limited by the average historical level of service calculated over the 10-year period preceding the preparation of the D.C. background study. This average is now extended to the historical 15-year period.

Revised Definition of Capital Costs

The definition of capital costs has been revised to remove studies. Furthermore, the regulations to the Act will prescribe services for which land or an interest in land will be restricted. As at the time of writing, no services have been prescribed.

Mandatory Phase-in of a D.C.

For all D.C. by-laws passed after January 1, 2022, the charge must be phased-in annually over the first five years the by-law is in force, as follows:



- Year 1 – 80% of the maximum charge;
- Year 2 – 85% of the maximum charge;
- Year 3 – 90% of the maximum charge;
- Year 4 – 95% of the maximum charge; and
- Year 5 to expiry – 100% of the maximum charge.

D.C. By-law Expiry

A D.C. by-law now expires ten years after the day it comes into force (unless the by-law provides for an earlier expiry date). This extends the by-law's life from five years, currently.

Instalment Payments

Non-profit housing development has been removed from the instalment payment section of the Act (subsection 26.1), as these units are now exempt from the payment of a D.C.

Rental Housing Discount

The D.C. payable for rental housing development will be reduced based on the number of bedrooms in each unit as follows:

- Three or more bedrooms – 25% reduction;
- Two bedrooms – 20% reduction; and
- All other bedroom quantities – 15% reduction.

Maximum Interest Rate for Instalments and Determination of Charge for Eligible Site Plan and Zoning By-law Amendment Applications

No maximum interest rate was previously prescribed. As per Bill 23, the maximum interest rate is set at the average prime rate plus 1%. This maximum interest rate provision would apply to all instalment payments and eligible site plan and zoning by-law amendment applications occurring after November 28, 2022.

Requirement to Allocate Funds Received

Annually, beginning in 2023, municipalities will be required to spend or allocate at least 60% of the monies in a reserve fund at the beginning of the year for water, wastewater, and services related to a highway. Other services may be prescribed by the regulation.



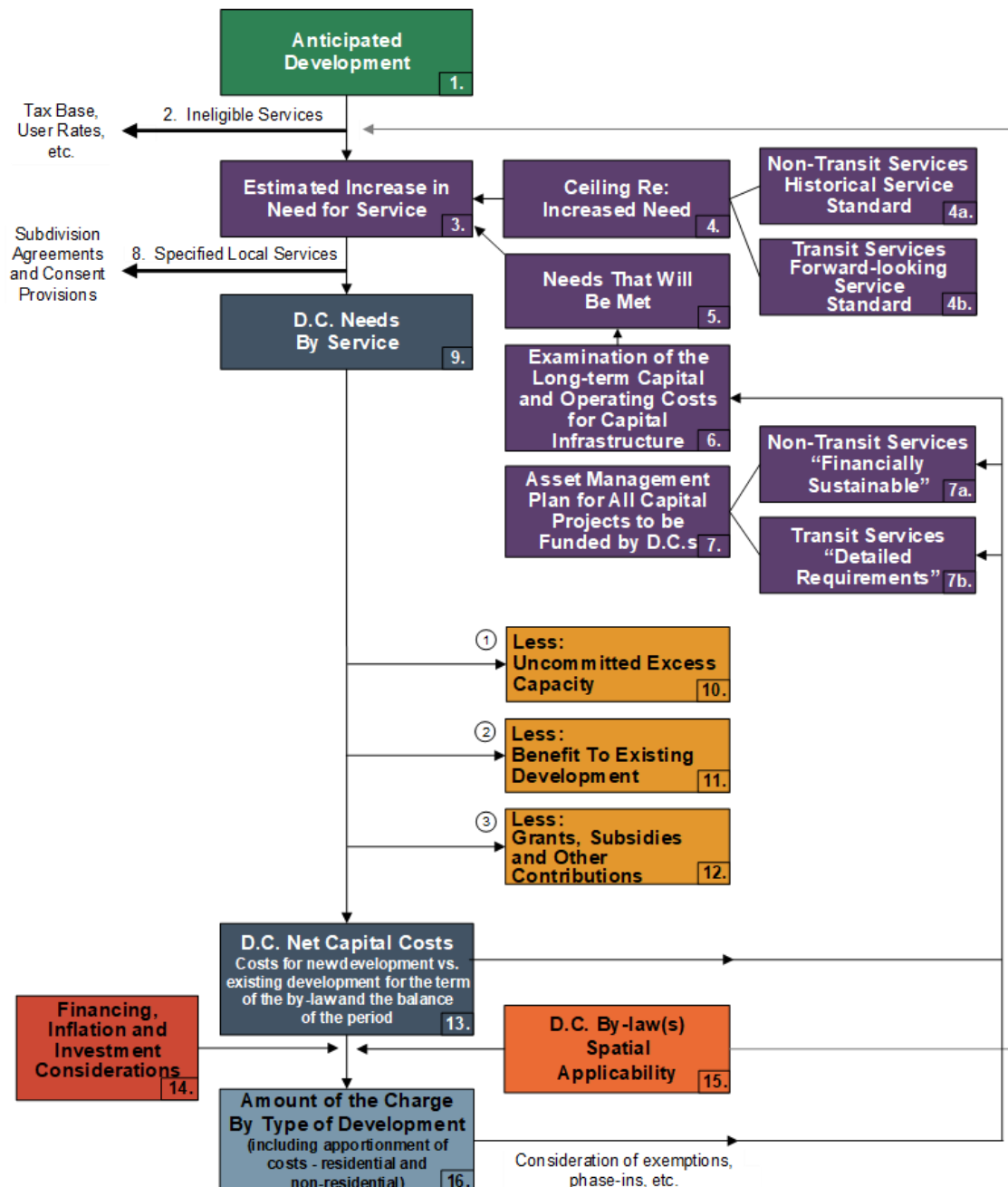
Appendix B

D.C. Methodology



Figure B-1
D.C. Calculation Methodology

The Process of Calculating a Development Charge under the Act that must be followed



The D.C.A. and its regulations, as amended, provides a specified number of steps, which must be undertaken in the calculation of development charge. Figure B-1



illustrates diagrammatically our firm's understanding of the methodology required. A brief discussion is provided below:

Step 1 involves estimating the anticipated amount, type, and location of development for which development charges can be imposed. This estimate is needed for the first two five-year periods and then to the end of the planning period. Annual estimates do not appear to be mandatory.

Step 2 involves inclusion of the eligible services as amended through Bill 197. Ineligible services are excluded from the calculation, as any expenditure in this area must be made from the tax base, user rates, etc.

Step 3 requires that "the increase in the need for service attributable to the anticipated development...be estimated for each service" that is involved. This replaces the "growth-related net capital cost" reference in the 1989 Act. This estimate does not appear to require project-specific consideration at this stage as it refers to "need" and not to "project solutions" or the means by which such needs are to be met. It may therefore be appropriate to address it in terms of "service units." These are the same factors that can be used to measure past and future levels of service in a subsequent step.

Step 4a is to ensure that, for non-transit services the increase in need included in Step 3 does "...not include an increase that would result in the level of service (for the anticipated development increment) exceeding the average level of that service provided in the Town over the 15-year period immediately preceding the preparation of the background study. O. Reg. 82/98 (s. 4) goes on to indicate that "...both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service."

Step 4b relates to transit services, requires a review process which differs from other services. The review process includes following the method and criteria to estimate the planned level of service which includes calculating the level of service based on a forward looking forecast. O. Reg. 82/98 states that all transit services are considered a prescribed service and therefore a detailed review is necessary.

Step 5 requires that for an increase in need to be included in Step 3, Council must indicate that it intends to ensure that such an increase in need will be met, presumably in accordance with the timing periods established in Step 1. Once again, this would appear to be a broad, need-related approval and not necessarily a long-range capital budget approval.

Step 6 calls for an examination of the long-term capital and operating costs for capital infrastructure to be included in the development charge background study and considered by Council before passing a D.C. by-law. Ideally, this information would be available to Council when it takes Step 5, but this does not appear to be a requirement



and is dependent on the timing of the steps in the process. Steps 3 and 5 are early steps and Step 6 could occur later.

Step 7a requires an asset management plan for non-transit services which would include all assets whose capital costs are proposed to be funded under the development charges by-law(s). It must demonstrate those assets are financially sustainable over their full life cycle. The asset management plan must also contain any other information as prescribed in the regulations.

Step 7b requires an asset management plan for transit services that shall include the following:

- A section that sets out the state of local infrastructure;
- A section that sets out the proposed level of service;
- An asset management strategy; and
- A financial strategy.

Step 8 involves removing from the D.C. calculation those kinds of local services for which the Town can impose directly or indirectly a charge related to a development or a requirement to construct a service related to a development, by way of a condition or agreement under section 51 or 53 of the Planning Act. It also involves ensuring that appropriate policies are established such that those services are, in fact, addressed subsequently in that fashion and are neither double counted nor omitted. Under section 59.1 of the amended D.C.A., no additional levies may be charged with regards to new developments except as permitted under the Development Charges Act, as amended.

Step 9 involves detailing the resultant increase in needs. The calculation of the net costs which can be recovered via D.C.s (Step 13) involves making three separate and additional deductions from the gross costs, as detailed in Steps 10, 11, and 12.

Step 10 represents a deduction from the increase in the need for service attributable to the anticipated development that can be met using the Town's excess capacity, other than excess capacity which is "committed," i.e., where Council has indicated a clear intention that it would be paid for by D.C.s or other similar charges, before or at the time it was created.

Step 11 involves a further reduction to the need, by the extent to which such an increase in service would benefit existing development. The level of service restriction in Step 4 is related, but not the same as this test. This is a potentially difficult adjustment to make, in that it could be argued that almost any new facility would have some impact on, and provide some benefit to, existing development (possibly other than some sanitary, storm, and water works, neighbourhood parks and other works which are highly localized to growth areas).



Step 12 involves reducing the capital costs necessary to provide the increased services (which is the first mention of such costs) by capital grants, subsidies and other contributions made or anticipated by Council and in accordance with various rules as to attribution between the share related to new versus existing development.

Step 13 involves tabulating the total capital costs considered above by service in terms of those that would benefit new development vs. those that would benefit existing development, and in each case, for those that will be incurred during the term of the proposed by-law vs. those which will not. The estimated and actual value of credits being carried forward is to be noted as well.

Step 14 involves increasing the costs set out in Step 13 where debenture debt is required, and a cash flow analysis reveals a net financing cost requirement.

Step 15 involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis. Under the D.C.A., it is now mandatory to “consider” area-rating of services (providing charges for specific areas and services), however, it is not mandatory to implement area-rating.

Step 16 involves relating the costs involved to anticipated development for each period under consideration and using allocations between residential and non-residential development and between one type of development and another, to arrive at a schedule of charges.



Appendix C

Watson & Associates Economists Ltd.

CORPORATE PROFILE

Watson & Associates Economists Ltd. (Watson) is one of Canada's leading economic consulting firms. Established in 1982, we offer a comprehensive range of fiscal planning and policy services to clients in government and the private sector throughout Ontario and beyond.

Our unique and dynamic team of specialists has assisted clients from over 250 municipalities, utilities and school boards, as well as private industry, and senior levels of government, to frame their financial and economic strategies.

Watson is widely recognized as a leading authority on the fiscal aspects of the municipal government sector. The firm has earned its reputation for quality of analysis, as well as pragmatic and insightful interpretation of the issues we manage. We are well known for achieving results that translate into successful outcomes for our clients.

“We are well known for achieving results that translate into successful outcomes for our clients.”

OUR PHILOSOPHY

At Watson, we firmly believe that professional expertise, wide experience with local issues and the provincial legislative environment, and an understanding of client expectations are the basic fundamentals for analyzing issues and securing the desired results.

With every assignment, we strive to identify the strategies that are best suited to meeting the challenges facing our clients. Since 1982, our integrated team of financial and economic specialists has provided quality research and analytical expertise to clients. In that time, we have built long-term relationships with a broad range of municipal, provincial and school board clients, who value our judgment and advice.

Also, Watson has numerous working relationships with major law firms, planning and engineering companies, with whom we also work on multi-disciplinary assignments.

“We strive to identify the strategies that are best suited to meeting the challenges facing our clients.”



OUR SERVICES

We offer our clients a broad range of economic forecasting and financial planning services to help them plan for their future. Our main areas of specialization include:

MUNICIPAL, SCHOOL BOARD, CONSERVATION AUTHORITY, AND UTILITY FINANCIAL POLICY STUDIES

- Financial and economic impact assessment for major projects and new development areas
- Municipal capital and operating budget policy
- User rate studies (e.g. water, wastewater, stormwater, solid waste, recreation, licensing)
- Development application processing fees (e.g., planning applications, building permits, development engineering fees)
- Long range planning for school accommodation
- Asset management and PSAB
- Water and wastewater financial plans (O. Reg. 453/07)

DEVELOPMENT-RELATED CAPITAL FUNDING STUDIES

- Development charge studies – municipal, utility, and boards of education, including research and calculation of the charge, by-law adoption process, expert witness testimony, front-end financing, subdivision agreement links and implementation matters
- Community benefits charge strategies
- Parkland dedication reviews

DEVELOPMENT MARKET AND DEMOGRAPHIC FORECASTING STUDIES

- Forecasts, feasibility studies and land needs assessment for a variety of land uses
- Population, household, non-residential space and employment forecasts
- Growth management studies

SERVICE MASTERPLANNING AND ECONOMIC ASSESSMENT

- Assessment of long-term service needs
- Present value costing and financial affordability evaluation for major undertakings
- Property value impact and compensation policy
- Business, employment and other economic impacts

LOCAL GOVERNMENT RESTRUCTURING AND GOVERNANCE

- Assessment of options and strategies
- Service evaluation and financial impact analysis
- Benchmarking and performance measurement
- Asset and liability distribution
- Ward boundary reviews

Our goal is to do the very best for our clients. We are determined to produce outstanding results by taking advantage of the most appropriate computer modelling, analytical techniques and up-to-date databases and research available. At Watson, our vision is to continue to strive for excellence. We endeavour to go beyond our clients' expectations of service and establish ourselves as the leading provider of top-quality economic consulting services in our selected markets.



Development Charges (DC)

Background

Development charges (DC) and related policies concerning cost-sharing, special area charges, and subdivider emplacements are all ways of enabling municipalities to grow in a functional and financially sound manner.

The physical growth of municipalities requires significant investment in infrastructure. Much of that investment comes in the form of DCs collected from the developers of new urban subdivisions, as well as infill development.

DCs must be potentially justified to, and approved by, the Ontario Land Tribunal (OLT, formerly known as the LPAT), if appealed. Watson provides a proven approach to municipalities to enable them to qualify to collect these charges.

Expertise

With recent OLT (LPAT) decisions requiring a level of detailed demographic analysis and given the mandatory asset management reporting requirement now associated with the Act, Watson brings the combined expertise which most other consultants cannot bring to these types of studies.

We have assisted more than 100 municipalities, most on multiple occasions, in moving successfully through the calculation and consultation process, as part of putting a by-law and funding scheme in place.

In recent years, our role has also been directed toward:

- establishing workable capital financing approaches, which integrate DC revenue with the necessary general fund contributions;



Expertise cont'd

- devising sound exemption policies as part of an economic development strategy, downtown renewal scheme or the promotion of intensification; and
- updating and amending by-laws, to stay current with increased municipal cost responsibility as a result of environmental and other increased requirements.

As part of the implementation process, Watson also provides ongoing advice and assistance to municipalities with respect to policy interpretations, amendments, and reserve fund questions.

Team

Our DC policy specialists include:

- Andrew Grunda, Managing Partner & Principal
- Jamie Cook, Managing Partner
- Peter Simcisko, Managing Partner
- Sean-Michael Stephen, Managing Partner
- Daryl Abbs, Managing Partner
- Erik Karvinen, Manager
- Nancy Neale, Manager
- Byron Tan, Manager
- Brad Post, Senior Project Coordinator
- Navreet Bains, Senior Project Coordinator
- Adam Fischer, Senior Project Coordinator
- Stephen Monrad, Senior Consultant
- Vlad Petrov, Senior Consultant
- Matt Bouroukis, Senior Consultant
- Lynn Duong, Consultant
- Sara Lourenco, Consultant
- Connor Jakobschuk, Consultant
- Subrina Goolsarran, Consultant
- Shaila Taku, Consultant
- Catherine Jiao, Analyst
- Gisele Sarbandi, Analyst
- Tayler Murphy, Analyst
- Balpreet Passi, Analyst
- Jaco de Beer, Analyst
- Majd Natout, Analyst

Client List

Municipalities

Adelaide Metcalfe
Adjala (Adjala-Tosorontio)
Ailsa Craig
Ajax
Alfred and Plantagenet
Algonquin Highlands
Alliston
Amaranth
Amherstburg
Ancaster
Arkona
Armstrong
Arnprior
Arthur
Asphodel-Norwood
Aurora
Aylmer
Bagot and Blythfield
Bancroft
Barrie
Bath
Bayham
Belleville
Black River-Matheson
Blandford-Blenheim
Bluewater
Bosanquet
Boyd Island
Bracebridge
Bradford
Bradford West Gwillimbury
Brampton
Brandon (Manitoba)
Brant County
Brantford
Brighton
Brock
Brockville
Brooke-Alvinston
Bruce County
Burford
Burleigh & Anstruther
Burlington
Caledon
Calgary (Alberta)
Cambridge
Carleton Place
Carling
Casselman
Cavan Monaghan
Central Elgin
Central Huron
Centre Hastings
Centre Wellington
Champlain
Chandos
Chatham
Chatham-Kent
Chatham (Township)
Chatsworth
Chisholm
Clarence-Rockland
Claresholm (Alberta)
Clarington (Newcastle)
Clearview
Cobourg

Cochrane
Colborne
Collingwood
Cookstown
Cornwall
Cumberland
Deep River
De Salaberry (Manitoba)
Deseronto
Dover
Drayton
Dufferin County
Dundalk
Dundas
Durham Region
Dysart et al
East Garafraxa
East Gwillimbury
East Luther (East Luther Grand Valley)
East Williams
East York
East Zorra-Tavistock
Edmonton (Alberta)
Eldon
Elgin County
Elmvale
Elora
Emily
Ennismore
Eramosa
Erin
Ernestown
Essa
Essex (Town)
Essex County
Etobicoke
Fenelon
Fenelon Falls
Fergus
Flamborough
Forest
Fort Erie
Fort Frances
Fort Saskatchewan (Alberta)
Frontenac County
Frontenac Islands
Galway and Cavendish
Gananoque
Georgian Bay
Georgina
Glanbrook
Gloucester
Goulbourn
Grand Bend
Grande Prairie (Alberta)
Grand Valley
Gravenhurst
Greater Madawaska
Greater Napanee
Grey County
Grey Highlands
Grimsby
Guelph (City)
Guelph/Eramosa
Guelph (Township)
Haldimand County
Haldimand-Norfolk
Halifax (Nova Scotia)
Halton Region
Halton Hills
Hamilton (City)
Hamilton (Township)
Hamilton-Wentworth
Hanover (Manitoba)
Harvey
Harwich
Hastings
Havelock-Belmont-Methuen
Hawkesbury
Hornepayne
Huntsville
Huron County
Huron Elgin
Ingersoll
Innisfil
Iroquois Falls
Kanata
Kawartha Lakes
Kearney
Kent County
Kincardine
King
King-Nobleton
Kings County (Nova Scotia)
Kingston (City)
Kingston (Township)
Kingsville
Kitchener
Lakeshore
Lambton Shores
Lanark County
Larder Lake
LaSalle
Laxton, Digby & Longford
Leamington
Leduc County (Alberta)
Leeds and Grenville
Leeds and the Thousand Islands
Limerick
Lincoln
Lindsay
London (City)
London (Township)
Loyalist
Lucan
Machin
Madawaska Valley
Malahide
Mapleton
Mariposa
Markham
McDougall
McGillivray
McNab/Braeside
Meaford
Melancthon
Merrickville/Wolford
Metropolitan Toronto
Metro Vancouver (British Columbia)
Middlesex Centre
Middlesex County
Midland

Milton
Minto
Mississauga
Mississauga Library Board
Mississippi Mills
Moncton (New Brunswick)
Mono
Montague
Moosonee Dev. Area Board
Morris
Mulmur
Muskoka District
Muskoka Lakes
Nepean
Newmarket
New Tecumseth
Newbury
Niagara Region
Niagara Falls
Niagara-on-the-Lake
Niverville (Manitoba)
Norfolk County
North Bay
North Dorchester
North Dumfries
North Dundas
North Glengarry
North Grenville
North Lambton
North Middlesex
North Perth
North Plantagenet
North York
Northumberland County
Norwich
Oakville
Onondaga
Ops
Orangeville
Orillia (City)
Orillia (Township)
Oro-Medonte
Osgoode
Oshawa
Otonabee
Ottawa
Ottawa-Carleton
Owen Sound
Oxford County
Parkhill
Parkland County (Alberta)
Parry Sound
Peel Region
Pelee Island
Pelham
Pembroke
Penetanguishene
Perth
Petawawa
Petroia
Pickering
Pittsburgh
Plympton-Wyoming
Point Edward
Port Colborne
Port Hope

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L5N 2X7

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Watson
& Associates
ECONOMISTS LTD.



Municipalities (Cont'd)

| | | | |
|--|--|------------------------------|---------------------------------|
| Port Severn | Sault Ste. Marie | Sudbury (City) | Wasaga Beach |
| Prescott & Russell | Scarborough | Taché (Manitoba) | Waterdown |
| Prince Albert (Saskatchewan) | Scugog | Tay | Waterloo (City) |
| Prince Edward County | Seguin | Tecumseh | Waterloo Region |
| Prince George (British Columbia) | Selwyn | Temiskaming Shores | Wawa |
| Puslinch | Severn | Thames Centre | Welland |
| Quinte West | Shelburne | The Archipelago | Wellesley |
| Ramara | Sidney | The Blue Mountains | Wellington County |
| Red Rock | Simcoe County | Thedford | Wellington North |
| Regina (Saskatchewan) | Sioux Lookout | The Nation | West Carleton |
| Renfrew (County) | Smiths Falls | Thorold | West Elgin |
| Renfrew (Town) | Smith-Ennismore-Lakefield | Thunder Bay | West Grey |
| Richmond Hill | Southampton | Thurlow | West Garafraxa |
| Rideau Lakes | South Bruce | Tilbury North | West Lincoln |
| Ritchot (Manitoba) | South Bruce Peninsula | Tillsonburg | Westminster |
| Rockland | South Frontenac | Timmins | West Nissouri |
| Rockcliffe Park | Southgate | Tiny | Westport |
| Rocky View County (Alberta) | South Huron | Toronto | West Williams |
| Romney | South Stormont | Toronto Transit Commission | Whitby |
| Russell | Southwest Middlesex | Tottenham | Whitchurch-Stouffville |
| St. Albert (Alberta) | South-West Oxford | Trent Hills | Whitewater Region |
| St. Catharines | Southwold | Trent Lakes | Wilmot |
| St. Clair | Springwater | Trenton | Windsor |
| St. Anne (Town) (Manitoba) | Stoney Creek | Uxbridge | Winnipeg (Manitoba) |
| St. Anne (Rural Municipality) (Manitoba) | Stormont, Dundas, and Glengarry Counties | Vancouver (British Columbia) | Wood Buffalo (Region) (Alberta) |
| St. Marys | Storrington | Vanier | Woodland Beach |
| St-Pierre-Jolys (Manitoba) | Stratford | Vaughan | Woodstock |
| St. Thomas | Strathcona County (Alberta) | Verulam | Woolwich |
| St. Vincent | Strathroy-Caradoc | Vespra | Yellowknife (NWT) |
| Sarnia | Strong | Victoria County | York Region |
| Saugeen Shores | Sudbury Region | Wainfleet | York (City) |
| | | Warwick | Zorra |

Water Boards and Utilities

Aylmer Secondary Water Supply System
Bradford West Gwillimbury P.U.C.
Chatham-Kent P.U.C.
Collingwood Utilities Services
Elgin Area Primary Water Supply System
Essex Union Water Board
Lakefront Utilities Services Inc.

Lake Huron Primary Water Supply System
Lambton Area Water Supply System
Peterborough Utilities
Port Burwell Secondary Water Supply System
St. Thomas Area Secondary Water Supply System
Union Water Supply System
Windsor Utilities Commission

School Boards

Algoma District School Board
Algonquin and Lakeshore Catholic District School Board
Avon Maitland District School Board
Bluewater District School Board
Brant Haldimand-Norfolk Catholic District Board
Bruce Grey Catholic District School Board
Catholic District School Board of Eastern Ontario (52)
Conseil de district du Centre Sud-Ouest (58)
Conseil scolaire de district catholique de l'Est Ontarien (65)
Conseil scolaire de district catholique Franco-Nord (60.2)
Conseil des écoles publiques de l'Est de l'Ontario (59)
Conseil scolaire de district des écoles catholiques de Sud-Ouest (63)
Conseil scolaire de district catholique Centre-sud (64)
Conseil scolaire de district catholique du Centre-Est de l'Ontario (66)
Dufferin-Peel Catholic District School Board
Durham Catholic District School Board
Durham District School Board
English Language School Board of Prince Edward Island
Grand Conseil de la Nation Waban-Aki and Aboriginal Affairs and Northern Development Canada
Grand Erie District School Board
Greater Essex County District School Board
Halton Catholic District School Board
Halton District School Board

Hamilton-Wentworth District School Board
Hamilton-Wentworth Catholic District School Board
Hastings and Prince Edward District School Board
Huron-Perth Catholic District School Board
Kawartha Pine Ridge District School Board
Kenora Catholic District School Board
Lakehead District School Board
Limestone District School Board
London District Catholic School Board
Near North District School Board
Niagara Catholic District School Board
District School Board of Niagara
Nipissing Parry Sound Catholic District School Board
Ontario Association of School Business Officials
Ottawa-Carleton Catholic District School Board
Ottawa-Carleton District School Board
Peel District School Board
Peterborough, Victoria, Northumberland and Clarington Catholic District School Board
Renfrew District School Board
Simcoe County District School Board
Simcoe-Muskoka Catholic District School Board
Sudbury Catholic District School Board
Sudbury District School Board



School Boards (Cont'd)

Thames Valley District School Board
Thunder Bay Catholic District School Board
Toronto Catholic District School Board
Toronto District School Board
Upper Grand District School Board
Waterloo Catholic District School Board

Waterloo District School Board
Wellington Catholic District School Board
Windsor Essex Catholic District School Board
York Catholic District School Board
York Region District School Board

Federal and Provincial Agencies

Aboriginal Affairs and Northern Development Canada
(Department of Indian and Northern Affairs)
Agriculture and Food
Canadian Forestry Service
Conservation Halton
Consumer and Corporate Affairs Canada
Credit Valley Conservation Authority
Economic Development and Tourism
Environment and Energy - Fiscal Planning and Information
Management Branch
Essex Region Conservation Authority
Finance
Grand River Conservation Authority
Grey Sauble Conservation Authority
GO Transit
Government Finance Officers' Association (British Columbia)
Greater Toronto Area Co-ordinating Committee
GTA Task Force
Hamilton Conservation Authority
Interim Waste Authority

Lake Simcoe Region Conservation Authority
Metropolitan Toronto Conservation Authority
Ministry of Correctional Services, Nova Scotia
Ministry of Transportation
Municipal Affairs - Planning & Research
- Municipal Finance
- Community Planning
- Local Govt. Organization
Natural Resources Canada - Siting Task Force Secretariat
Niagara Peninsula Conservation Authority
Northern Affairs
Northwest Territories, Dept. of Local Government
Nottawasaga Conservation Authority
Nova Scotia Solicitor General's Dept.
Ontario Hydro
Ontario Land Corporation
Ontario Power Generation Corp.
Ontario Realty Corporation
Saugeen Valley Conservation Authority
Waterloo Region Review Commission

Associations and Corporations

Ace Aviation
Algoma Central Properties Inc.
AMCTO
APPEAL
Araz Developments Inc.
Armbro Enterprises Inc.
Bank of Montreal
BILD
Canadian Environmental Law Association
CNR Real Estate Division
Canadian Parking Association
Canadian Salt Company
Campeau Corporation
Commemorative Services of Ontario
Consumers' Gas
Coral Inn
ESRI
Fletcher's Meadow Landowners' Group
George Wimpey Canada Limited
Georgian Homes
The Goldman Group
Golf Glen Terraces Ltd.
Grand Oak Group
H.H. Angus
Halton U.D.I. Chapter
Hamilton-Wentworth Homebuilders
Highland Hamlet Inc.
Inducon
Kanata West Landowners Group
Kitchener-Waterloo Homebuilders
Lexlaw Investments Ltd.
100 Main Street
Mattamy Homes
J.K. McLennan Developments Ltd.
Manitoba Hydro

Metrus Properties
Milac Holdings Limited
Multi-Area Developments Inc.
Municipal Electric Association
Municipal Finance Officers Association
Niagara Home Builders Association
Ontario Environmental Law Association
Ontario Forest Industries Association
Ontario Ground Water Association
Ontario Homebuilders' Association
Ontario Hospital Association
Ontario Lumber Manufacturing Association
Ontario Municipal Water Association
Ontario Restaurant Hotel and Motel Association
Ontario Water Works Association
Orlando Corporation
Oshawa Transit
Parking Authority of Toronto
Philip Environmental Inc.
Queensville Properties
The Sorbara Group
Stinnes Enerco Inc.
Swallow Glen Ltd.
Tim Donuts Ltd.
Torchin Group
Toronto Homebuilders Assoc.
Unireco Industries Inc.
Urban Development Institute
Vesta Management
Waste Diversion Ontario
Wat-Cha Farms
Wescast Industries
Western Excavators
Wycliffe Homes
737156 Ontario Ltd.



Planning and Engineering Firms

Acres
AECOM
Ainley & Associates
R.V. Anderson
Andrew, Thompson & Assoc. Ltd.
Aquafor Beech Ltd.
BluePlan Engineering Consultants Limited
Burnside Engineering
The Butler Group
CH2M Hill Engineering
Cosburn Patterson Wardman Limited
CRA
Cushman & Wakefield Ltd.
Delcan
Deloitte, Haskins & Sells
Dillon Consulting Limited
Earth Tech (Proctor & Redfern)
Ecological Services for Planning Ltd.
EDA Collaborative
Fenco MacLaren Inc.
Fotenn
Gamsby and Mannerow Engineers
Gartner Lee Ltd.
Giffels Associates Limited
Gore & Storrie Limited
IBI

IMC Consulting Group Inc.
iTrans
Jagger Hims Limited
Jean Monteith and Associates Limited
John Bousfield Associates Limited
The Jones Consulting Group Ltd.
Keir Consultants
KMK Consulting
Landmark Planning Associates Inc.
Macaulay Shiomi Howson
MacViro
Malone, Givens, Parson
Meridian Planning Consultants
Miller, O'Dell Planning Associates Inc.
Moore/George Associates Inc.
Page & Steele, Architects, Planners
Philips Engineering Ltd.
Resource Integration Systems Ltd.
Senes Consultants Limited
SPR Associates Inc.
Stantec
Totten Sims Hubicki
Triton Engineering Ltd.
Walker, Nott, Dragicevic Limited
Young & Wright Architects

Law Firms

Aird & Berlis
Bell, Baker
Blake, Cassels & Graydon
Borden & Elliot
Brooks, Harrison, Mann & Associates
Burgar, Rowe
Canadian Environmental Law Association
Cunningham, Swan, Carty, Little & Bonham
Davies and Company
Davies Howe Partners
Gloria J. Epstein & Associates
Fasken Campbell Godfrey
Feehely, Gastaldi & Hayes
Gardner, Roberts
Goodman & Goodman
Graham, Wilson & Greene
Grant & Acheson
Hinnegan & Babcock
Howell, Fleming
Hughes, Amys
Lampard, Ellis
Lang, Michener, Lash & Johnston

McCarthy Tétrault
McMillan, Binch
Miller Thomson
Morris, Rose, Ledgett
O'Connor MacLeod
Osler, Hoskin & Harcourt
Overland LLP
Pearson, Flynn, Sturdy & Lennox
Pensa and Associates
Perry & Outerbridge
Reble, Ritchie
Ross & McBride
Russell, Christie, Miller & Koughan
Siskind, Cromart, Ivey & Dowler
Stiver, Vale
Sullivan Mahoney
Templeman, Menninga
Thompson Rogers
Wardlaw, Mullin, Carter & Thwaites
Waterhouse, Holden, Amey, Hitchon
Weir & Foulds
Willms & Shier

Non-profits and Community Organizations

Bruce Grey Child & Family Services
Burlington Economic Development Corporation
Community Foundation Grey Bruce
Conservation Halton
Credit Valley Conservation Authority
Essex Region Conservation Authority
Grand River Conservation Authority

Grey Sauble Conservation Authority
Hamilton Conservation Authority
Lake Simcoe Region Conservation Authority
Metropolitan Toronto Conservation Authority
Niagara Peninsula Conservation Authority
Nottawasaga Conservation Authority
Saugeen Valley Conservation Authority

Daryl Abbs, BA (Hons), MBE, PLE

Managing Partner



Daryl has advanced quickly to his current responsibilities as Managing Partner since joining Watson in 2015 as an Analyst.

He works in the areas of municipal finance, development charges, water and wastewater rate studies, stormwater rate studies, fiscal impact assessments, and service delivery reviews.

Daryl's experience and education have equipped him with a strong acumen in municipal finance, statistical analysis and forecasting techniques.

EDUCATION

2014, Brock University
Master of Business Economics

2011, McMaster University
Bachelor of Arts (Honours), Economics

EMPLOYMENT HISTORY

Current

Managing Partner, Watson & Associates Economists Ltd.

- Focused on municipal finance, development charges, water and wastewater rate studies and fiscal impact assessments.

2014/2015

Executive Assistant, Member of Parliament

- Assisted the Member in the execution of their duties, including preparation of speeches and presentations, preparation for question period, and assisting with a parliamentary committee.



EMPLOYMENT HISTORY cont'd

2014

Junior Analyst, Labour Market and Socioeconomic Information Directorate, Service Canada

- Analyzed economic trends in the Ontario labour market and reported on potential occupational outcomes.
- Updated the economic “environmental” scan for Ontario, analyzing various federal, provincial and local economic trends.

2013

Co-op Student, Recreation and Community Services, City of St. Catharines

- Facilitated and monitored the “New Trees” planting program.
- Managed the administration requirements for the Urban Forestry Advisory Committee meetings.

2012-2013

Teaching Assistant, Economics Department, Brock University

- Conducted tutorials and review sessions for introductory, intermediate, advanced and MBA programs; graded exams and assignments.

PROFESSIONAL CERTIFICATIONS

- Professional Land Economist (PLE)

PROFESSIONAL AFFILIATIONS

- Member, Association of Ontario Land Economists
- Member, Municipal Finance Officers' Association of Ontario

EXPERTISE

- Asset Management/PSAB
- Development charges
- Developer/cost sharing
- Financial and economic impact of development
- Feasibility/business case studies
- Municipal financial planning and policy
- Service delivery reviews
- Stormwater rate studies
- Water and sewer rate studies
- Waste management

Tayler Murphy, BBA (Hons), MBAN Analyst



Tayler joined Watson in 2022, as part of our Municipal Finance group. She works primarily in the areas of municipal finance and development charges.

Her strong academic background in finance and analytics makes her a valuable resource to the firm and our clients.

EDUCATION

2021, Schulich School of Business – York University
Master of Business Analytics

2017, Schulich School of Business – York University
Bachelor of Business Administration (Honours), specializing in finance and operations

EMPLOYMENT HISTORY

Current

Analyst, Watson & Associates Economists Ltd.

- Supports the areas of municipal finance and development charges.

2021-2022

Data Analyst, Suncor

- Analyzed Scope 3 emissions data to identify and understand hotspots and develop solutions to reduce overall emissions and costs.
- Developed Scope 3 emissions calculator to track and forecast emissions.
- Created various reports and models to better understand emission trends.



EMPLOYMENT HISTORY cont'd

2018-2020

Finance Student, Sudbury Integrated Nickel Operations, Glencore

- Analyzed cost history for large corporate accounts to identify overpayments and reduce costs.
- Performed various data entry tasks related to accounts payables and payroll.
- Updated and maintained quantitative business tools, as needed.

2017-Current

Co-Founder, Dream to Be, Non-Profit Organization

- Manages finances, operations, marketing, and fundraising.
- Fundraises to pay for registration fees and equipment for first time, female hockey players between the ages of 4 and 10 whose families otherwise cannot afford the expense.

EXPERTISE

- Development charges
- Financial and strategic analysis
- Financial and economic impact of development
- Feasibility/business case studies
- Water and sewer rate studies
- Asset management/PSAB

Jamie Cook, MCIP, RPP, PLE Managing Partner



Jamie is a land economics and land-use planning consultant. During his career, he has worked for both the private and public sectors in a variety of positions with increasing responsibility.

Over the past two decades with Watson, Jamie has been a key player in developing the firm's expertise in several core areas, including demographics, growth management, employment lands needs, economic impact analysis, real estate market analysis and municipal finance.

In addition to his technical expertise, Jamie has an extensive background in the policy and legislative framework surrounding municipal finance and planning matters.

Throughout his career, he has developed wide-spread experience working with numerous public sector clients in both urban and rural locations across Canada in the above-mentioned core areas.

In 2018, Jamie and Jack Ammendolia, Managing Partner at Watson, developed the Research, Data Collection & Analysis course for Seneca's Sustainable Planning & Development program. The course was foundational for students interested in starting or advancing a career in sustainable land-use planning and community development.

EDUCATION

1999, Queen's University

Master of Urban and Regional Planning, Land Use and Real Estate, Environmental Planning and Management

1997, British Columbia Institute of Technology

Select Courses in Geographical Information Systems (GIS) and AutoCAD

1996, University of Guelph

Bachelor of Environmental Science (Honours), Natural Resource Management, Resource and Environmental Economics



EMPLOYMENT HISTORY

Current

Managing Partner, Watson & Associates Economists Ltd.

- Carries responsibility for the firm's planning and land economics practice.
- Manages multi-disciplinary projects related to growth management and long-term urban land needs.
- Oversees residential, industrial, and commercial market analysis studies, economic and municipal financial impact analysis studies, including research, computer modelling, report writing and presentations.
- Involved in the preparation of municipal, utility and school board development charge studies.

1999-2000

Policy Advisor, Ministry of Municipal Affairs & Housing

- Analyzed and advised the Office for the Greater Toronto Area and the Minister's office on issues related to land-use planning, municipal infrastructure, telecommunications and regional economic competitiveness.
- Completed research studies, briefing notes, Minister's responses and cabinet submissions related to GTA-wide issues.

1998

Planning Assistant/GIS Specialist, Natural Resources Canada, Strategic Planning Division

- Assisted in the development of an intranet-based facilities management GIS for Natural Resources Canada's nation-wide real property.

1997

Planning/GIS Technician, Regional Municipality of Halton, Planning & Public Works Department

- Assisted municipal planners and engineers with mapping services regarding regional land-use planning, environmental services and transportation projects.

PROFESSIONAL CERTIFICATIONS

- Canadian Institute of Planners (CIP)
- Professional Land Economist (PLE)
- Registered Professional Planner (RPP)



PROFESSIONAL AFFILIATIONS

- Member, Association of Ontario Land Economists
- Member, Canadian Institute of Planners
- Member, Lambda Alpha International Society of Land Economists
- Member, Ontario Professional Planners Institute

EXPERTISE

- Development charges
- Economic impact of development
- EDC growth forecasts
- Employment lands strategies
- Enrolment projections and demographic studies
- Growth management/MCR/OP, secondary plan growth forecasts
- Intensification studies
- Municipal competitiveness
- Municipal financial planning and policy
- Office market studies
- Retail market studies

Vladislav Petrov, BA, MA

Senior Consultant



Vlad joined Watson in 2017 with a strong economic background and familiarity with both the municipal and regional levels of government. His experience has allowed him to use analytical and data modelling techniques to research, develop and implement various projects.

Vlad's capabilities make him an asset to Watson and our clients, in the areas of demographics and land needs forecasting.

EDUCATION

2016, Ryerson University

Master of Arts, International Finance and Economics

2015, Ryerson University

Bachelor of Arts, International Economics and Finance

EMPLOYMENT HISTORY

Current

Senior Consultant, Watson & Associates Economists Ltd.

- Supports the areas of demographics and land needs forecasting.

2017

Economic Development Intern, Halton Region

- Managed data initiatives including economic database updates, key sector and industry cluster studies, trend analysis, data enquiry response and quarterly economic reports.

Business Consultant, FreshInsights Consulting

- Led three successful projects including a go-to market strategy, tactical growth plan and product development recommendation.



EMPLOYMENT HISTORY cont'd

2016-2017

Economic Analyst, Burlington Economic Development Corporation

- Managed the economic and market analysis to support the successful development and implementation of BEDC's Strategic Plan.

2015-2016

Graduate Assistant, Ryerson University

- Conducted tutorials and held office hours in the areas of Microeconomics and Engineering Economics; invigilated and graded exams.

2014-2015

Assistant Business Analyst, Cancer Care Ontario

- Collaborated with multiple stakeholder groups and departments to gather and document project requirements and analyze data for the delivery of Business Requirements Documents.

EXPERTISE

- Development charges
- Employment lands strategies
- Growth management studies
- Intensification studies
- Municipal competitiveness
- Municipal comprehensive reviews
- Office market studies
- Official plan reviews
- Retail market studies
- Secondary plan growth forecasts
- Ward boundary reviews



MUNICIPALITY OF West Elgin

Staff Report

Report To: Council Meeting
From: Terri Towstiuc, Clerk
Date: 2024-02-08
Subject: Development Charges – Study Proposal

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Development Charges, Study Proposal; And

That Council direct staff to obtain a quote for a Development Charges study for West Elgin.

Purpose:

The purpose of this report is to obtain Council's direction regarding the recent Development Charges Presentation, provided by Mr. Daryl Abbs, Watson & Associates.

Background:

At the regular meeting of Council on January 25, 2024, Council was provided with a Development Charges (DC) Overview from Watson & Associates Economists Ltd, providing Council with a background information about DC's, and the potential benefits of West Elgin implementing DCs.

The purpose of DCs is for the Municipality to recover capital costs associated with residential and non-residential growth within the Municipality and are in addition to what costs would normally be constructed as part of a subdivision.

Potential Services to be considered under the DCs include Fire and Police services, parks & recreation, water and wastewater services and services related to highways.

Attached to this report is the full presentation from Mr. Abbs, for review.

Financial Implications:

Quote to be obtained with approval.

Policies/Legislation:

Development Charges Act

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|--|--|---|---|
| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input checked="" type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Terri Towstiuc, Clerk



MUNICIPALITY OF West Elgin

Staff Report

Report To: Council Meeting
From: Terri Towstiuc, Clerk
Date: 2024-03-14
Subject: Civil Marriage Solemnization

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk Re: Civil Marriage Solemnization; And

Option 1: That West Elgin Council hereby withdraw the Civil Marriage Ceremony from services offered at West Elgin.

OR

Option 2: That West Elgin Council hereby authorize the Clerk to participate in the next available AMCTO Civil Marriage Solemnization Workshop, to continue to provide this service, when availability allows; And

That council direct staff to update the corresponding by-laws and procedures, at a future meeting of Council.

Purpose:

The purpose of this report is to provide Council with the option to continue offering civil marriage ceremonies performed by the Municipal Clerk or eliminate the option from services offered.

Background:

In 2018, a by-law was enacted that authorized the civil marriage solemnization service in the municipality, with both on-site services in the Municipal Office, and off-site. Services were offered both during business hours, and outside of office hours, at the Clerks discretion/availability. The by-law (attached) authorized the Clerk and Deputy Clerk at the time, to perform these services, however, there are currently no authorized staff in the municipal office to perform the service.

An email was circulated to Elgin County Clerk, with two responses received. Currently Dutton Dunwich and Bayham do not perform this service, while the Town of Aylmer does.

To my knowledge, there are two members of the community who perform civil marriage ceremonies within the municipality, and since the commencement of my employment with West Elgin, I have not received any requests for the service. The current fee by-law indicates that the fee is available for \$350.00, with an additional \$100.00 for rehearsal. Removal of this service would not affect the ability to issue marriage licenses, which is a regular occurrence in the spring to fall months.

A few times annually, AMCTO offers a Civil Marriage Solemnization workshop, for a fee, to train Clerks and delegates to perform the service.

Financial Implications:

Cost of the AMCTO workshop, (Current Member Price is \$359.00+HST)

Policies/Legislation:

Marriage Act

Municipal Act

O. Reg 285/04

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|--|--|--|---|
| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Terri Towstiuć
Clerk



MUNICIPALITY OF West Elgin

THE CORPORATION OF THE MUNICIPALITY OF WEST ELGIN

BY-LAW NO. 2018-45

Being a by-law to authorize the civil marriage solemnization service in the Municipality of West Elgin.

Whereas Ontario Regulation 285/04 provides for the authorization of the Clerk to solemnize marriages with the authority of a licence; and

Whereas Council considers it desirable to have civil marriage solemnization services performed as a service in the Municipality of West Elgin and surrounding area;

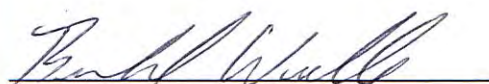
Now therefore the Council of the Corporation of the Municipality of West Elgin enacts as follows:

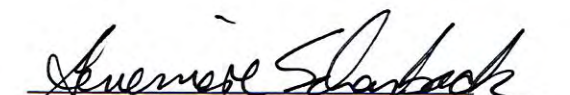
1. That Council for the Corporation of the Municipality of West Elgin does hereby direct that the civil marriage solemnization service be implemented in the Municipality of West Elgin.
2. That Council recognizes that the following individuals are authorized to solemnize marriages as set out under Ontario Regulation 285/04 and the Marriage Act, R.S.O. 1990, Chapter M. 3 for the Province of Ontario:

Genevieve Scharback, Municipal Clerk;
Jana Nethercott, Municipal Deputy Clerk;

3. That the Clerk and/or Deputy Clerk may, at her/his discretion, solemnize civil marriages at times and locations which are agreeable to both parties.
3. That Council does hereby further support the Clerk delegating the authority to provide civil marriage solemnization services if deemed necessary by the Clerk.
1. This by-law shall come into force and effect on June 14, 2018.

Read a first, second, and third time and finally passed this 14th day of June, 2018.


Bernie Wiehle
Mayor


Genevieve Scharback
CAO/Clerk



Civil Marriage Solemnization Workshop

Tuesday, Mar 19, 2024, 9:00am - 1:00pm

Type

Workshop

Location

Zoom

Member Price

\$359.00+HST

Non-Member Price

\$449.00+HST

The *Marriage Act* has many regulations under which an "Officiant" - clerk or designate, must be familiar with and able to perform and administer civil marriage solemnization. In addition, regulations identified under the *Municipal Act* must be respected. This workshop will review all the critical components of both the *Marriage Act* as well as the *Municipal Act* and the legal obligations that must be addressed within each ceremony. Participants will review the full process – everything from first contact with potential clients up to and until the ceremony has been performed and completed. Participants will also learn about other judicial elements that may not be within the *Act*, but that are nevertheless critical to the effective process – this includes details around events, documents, venues, and other specific situations.

Learning Objectives

- Identify the right questions to ask and answer including communicating important information couples need to know before the wedding date
- Understand how to navigate various ceremony situations that may arise
- Identify key processes and timelines
- Understand potential duties that may be asked of you outside of legal obligations
- Identify the appropriate language to perform ceremonies in

Who Should Attend

- Municipal clerks and staff within the clerk's department
- Individuals who aspire to work with municipalities under the clerk's delegation and/or what can be expected as a contract agreement.

Speaker

Denise Labelle-Gelinas
City Clerk (Retired), City of Cornwall

Image



Denise, a retired City Clerk with over 40 years in municipal work, is credentialed by the National Association of Parliamentarians (NAP) and is recognized as a Certified Municipal Officer with AMCTO. Having graduated from St. Lawrence College in Business Management and Administration, she served as the Federation of Canadian Municipalities' (FCM) Parliamentarian for a decade. Denise shares her expertise across various governance levels and offers online training on Parliamentary Procedures. She's actively involved with the City of Toronto's French Language Advisory Committee and has conducted civil wedding services since 2005, uniting around 60 couples annually.



Staff Report

Report To: Council Meeting

From: Terri Towstiuć, Clerk

Date: 2024-03-14

Subject: Community Grant Applications Amended

Recommendation:

That West Elgin Council hereby receives the Community Grant Application report from Terri Towstiuć, Clerk; And

That West Elgin Council hereby approve the grant applications for the recommended amounts as presented, pending the approval of the 2024 Operational budget.

Purpose:

The purpose of this report is to provide Council with the Community Grant Applications received prior to the deadline of December 31, 2023.

Background:

At the regular meetings of Council on January 11 and 25, 2024, Council received the 2024 Grant Applications, acknowledged prior to the December 31 deadline. Council decided to defer the decision, requesting more details from the budget, prior to deciding.

It has been determined that in recent years, Council has allocated \$30,000 to Community Grants, allotting \$20,000 to the initial applications, and holding back \$10,000 for donation requests received throughout the year. The attached chart has been updated to include a “recommended” column, coming to a total of approximately \$20,000.

The Community Grant fund is in place to assist local non-profit organizations and groups for the purpose of recreation, arts and culture, environmental and other activities that support purposes beneficial to the community.

Staff have been contacted by numerous applicants, inquiring about the status of the grant approvals, as the organizations are attempting to finalize their budgets and project plans for the year.

Financial Implications:

Refer to attached Excel Spread Sheet

Policies/Legislation:

The Municipal Act, 2001

2019-05 Community Grant Policy

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|--|--|---|---|
| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input checked="" type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Terri Towstiuć
Clerk

| Organization | Contact Information | Total Funds Requested | Total In-Kind Requested | Funds Received in prior years | Notes | Awarded |
|--|---------------------|-----------------------|-------------------------|--|--|---------|
| Dutton Dunwhich West Elgin Community Fund | | | \$ 200.00 | \$ - | Waived Fee Rentals for Scout Hall 3-4 times annually | |
| Eagle Community Centre Inc. | | \$ 2,000.00 | | 2023 - \$1,000 | Replace ten tables due to water damage | |
| Elgin International Club | | \$ 10,000.00 | | 2023 - \$1,000 | Exterior Painting of the Club Property | |
| Four Counties Health Services Foundation | | \$ 7,300.00 | | 2023 - \$6,500 2020 - \$5,000 2019 - \$25,000 2018 - \$25,000 | Medical Equipment | |
| Kiwanis Club of Rodney | | \$ 500.00 | | 2023 - \$500 | Children Book Club, providing free book to children in the area. | |
| Quad County Support Services | | \$ 3,500.00 | | 2023 - \$3,500 | Summer Youth Transition Program | |
| Royal Canadian Legion Branch 221 | | \$ 46,458.96 | | 2022 - \$3,000 2021 - \$3,000 | Roof Replacement | |
| Tiny Tots - EarlyOn Plagroup | | | \$1,134 | | Scout Hall Rental - Fee Waiver | |
| West Elgin Community Health Centre - Seniors Spring Fling | | \$ 5,300.00 | | | Local Seniors event | |
| West Elgin Community Health Centre - Fitness Program | | | \$260 | | Miller Park Pavilion Fee Waiver | |
| West Elgin Community Health Centre - Stroller Walk & Lunch | | | \$100 | | Miller Park Pavilion Fee Waiver | |

| Organization | Contact Information | Total Funds Requested | Total In-Kind Requested | Funds Received in prior years | Notes | Awarded |
|---|---------------------|-----------------------|-------------------------|---|---|---------|
| West Elgin Community Health Centre - Vaccination Clinic | | | \$450 | | Rodney Recreation Centre Fee Waiver | |
| West Lorne and Community Horticultural Society - Purchase, Planting and Maintenance of Village Plants | | \$ 1,500.00 | | \$ 1,245.44 | Maintain Village plants at welcome signs and downtown | |
| West Lorne and Community Horticultural Society - Annual Plant and Bake Sale | | | \$ 478.00 | | Fee Waiver for event | |
| West Lorne Lawn Bowling Club - Mainteannce of the Bowling Greens | | \$ 2,500.00 | | 2023 - \$2,554.95 2022 - \$2,853.00 2021 - \$2,493.03 2019 - \$1,493.78 2018 - \$1,475.29 | Bowling Green Maintenance | |
| West Lorne Optimist - Misc Events | | | \$ 829.00 | 2021 - \$500.00 2019 - \$300.00 2018 - \$300.00 | Fee Rental for Various Events | |
| West Lorne Optimist - Road Race | | \$ 2,500.00 | | 2023 - \$2,500.00 2019 - \$1,500.00 2018 - \$1,370.62 | Mothers Day Road Race | |

| Totals | In Kind | Funds | Grand Total | |
|--------|-------------|--------------|--------------|--|
| | \$ 3,451.00 | \$ 81,558.96 | \$ 85,009.96 | |



Staff Report

Report To: Council Meeting
From: Magda Badura, CAO/Treasurer
Date: 2024-03-14
Subject: Safe Restart Funding

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Safe Restart Funding and that the Municipal Council authorizes the refund payment in the amount of \$6,838.00 of unused funding to the Ministry of Transportation.

Purpose:

The purpose of this report is to provide an update on the SRA Funding received from the Ministry of Transportation and seek council's approval to refund the unused portion of the funds to the Ministry of Transportation.

Background:

In 2020 the Ontario government provided additional funding for the municipalities to help deliver critical transportation services to the residents. The funding was designed to help manage the financial impacts of COVID-19 and was intended to offer immediate assistance towards additional municipal transit expenses incurred, as a result of the COVID-19 pandemic.

The following table illustrates the maximum allocation amounts that were available across the four phases of SRA funding:

Table 1 – Available Funding

| Safe Restart Funding | Amount |
|-----------------------------|-------------------|
| SRA – Phase 1 | Up to \$16,747.00 |
| SRA – Phase 2 | Up to \$30,952.00 |
| SRA – Phase 3 | Up to \$3,369.00 |
| SRA – Phase 4 | Up to \$6,732.00 |

In 2020 the Municipality of West Elgin received \$16,747.00 and additional \$3,369.00 was received in 2021. This money had to be allocated towards the transit services to offset COVID-related operating pressures.

To qualify for SRA funding, municipalities were required to submit a report to the Ministry with details of the financial impacts and costs of operations, including priority initiatives, that were being offset by SRA funding. The report had to be filed by each designated deadline and all the eligible expenditures for the reporting period had to be paid prior to the submission of reporting documentation.

Table 2 – Actual Funds Received and Claimed

| Safe Restart Funding | Funds Received | Funds Claimed |
|-----------------------|--------------------|--------------------|
| SRA – Phase 1 | \$16,747.00 | \$5,455.00 |
| SRA – Phase 2 | \$0.00 | \$0.00 |
| SRA – Phase 3 | \$3,369.00 | \$1,965.00 |
| SRA – Phase 4 | \$0.00 | \$6,619.00 |
| Total | \$20,116.00 | \$13,278.00 |
| Net Difference | \$6,838.00 | |

The above table illustrates the actual amount of eligible expenditures incurred during the eligibility period. A 2019 transit operating budget was used as a baseline for reporting COVID-19 related impacts. Even though the specialized transit was impacted by the pandemic, the financial consequences were mitigated through the cancellation of transit services.

Financial Implications:

Funding received was utilized to offset the overall transit deficit. The refund of funds would have to be incorporated into the 2024 Transit operating budget.

Policies/Legislation:

Safe Restart Funding Transfer Payment Agreement

Alignment with Strategic Priorities:

| Infrastructure Improvement | Recreation | Economic Development | Community Engagement |
|--|--|---|--|
| <input type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input checked="" type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input checked="" type="checkbox"/> To enhance communication with residents. |

Respectfully submitted by,

Magda Badura
CAO/Treasurer

Report Approval Details

| | |
|----------------------|---|
| Document Title: | SRA Funding - 2024-07-Administration Finance.docx |
| Attachments: | |
| Final Approval Date: | Mar 12, 2024 |

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

Terri Towstiuc

Treasury Board Secretariat

Office of the President

Whitney Block, Room 4320
99 Wellesley Street West
Toronto ON M7A 1W3
Tel.: 416 327-2333

Secrétariat du Conseil du Trésor

Bureau du président

Édifice Whitney, bureau 4320
99, rue Wellesley Ouest
Toronto ON M7A 1W3
Tél. : 416 327-2333



Dear Magda Badura,

I am pleased to notify you that your application has been selected for approval for a Community Emergency Preparedness Grant. I would like to take this opportunity to congratulate your organization.

The Community Emergency Preparedness Grant program will help communities and organizations like yours purchase critical supplies and equipment or deliver training to improve local emergency response. The grant builds on the [Provincial Emergency Management Strategy and Action Plan's](#) vision to help enhance the resiliency of local governments; First Nations communities; and organizations in preparing for natural disasters and emergencies. These prudent and targeted investments are another step the government is taking to ensure that communities have the resources they need to keep people safe when the next flood, wildland fire or severe storm impacts our province.

Ministry staff will follow up shortly with your Approval Letter, which will provide additional details about your funding. In the meantime, if you have any questions, please send an email to EMOCommunityGrants@ontario.ca.

Thank you for advancing emergency preparedness in your community. Together, we are ensuring that Ontario meets the absolute highest standard of emergency management to keep our communities safe, practiced and prepared.

Sincerely,

A handwritten signature in cursive script, reading 'Caroline Mulroney'.

The Honourable Caroline Mulroney
President of the Treasury Board
Minister Responsible for Emergency Management

Treasury Board Secretariat
Emergency Management Ontario

25 Morton Shulman Avenue
Toronto ON M3M 0B1

Secrétariat du Conseil du Trésor
de la gestion des situations d'urgence Ontario

25, rue Morton Shulman Toronto
ON M3M 0B1



Magda Badura
The Municipality of West Elgin
22413 Hoskins Line Line
Rodney, ON
N0L2C0
treasurer@westelgin.net

Date: February 27, 2024

Re: Approval Letter for Community Emergency Preparedness Grant ("CEPG") Program

Dear Magda Badura:

On behalf of the Province of Ontario (the "Province"), I am pleased to inform you through this Approval Letter that your application to the CEPG Program has been approved for a grant in the amount of **\$50,000.00** in support of your emergency preparedness project as described in section E of your application form (Case Number 2023-11-1-2345210679).

The mandate of Emergency Management Ontario ("EMO") is to ensure that Ontarians are safe, practiced and prepared before, during and after emergencies. This includes access to resources to support emergency management and preparedness. The CEPG Program supports this mandate by providing funding to help community organizations purchase emergency supplies, equipment and services.

As part of the CEPG Program, all funding recipients must comply with the terms and conditions contained within section I of the application form, for the entire duration of the agreement. In accordance with these terms and conditions, you should also be aware of and comply with the following:

A. Communications Protocol:

Applicants wishing to publicly communicate about their funding will require prior approval from the Province. Please send an email to EMOCommunityGrants@ontario.ca seeking approval of publications. Approval may take up to 30 days, please plan communications accordingly and in advance.

In addition to providing the Province with notice before communicating publicly, your organization/municipality/location may be asked to coordinate announcement timing with the Province.

B. Key Dates:

- i. Effective Date: February 27, 2024
- ii. Completion Date: August 30, 2024

- iii. Report back date: September 13, 2024
- iv. Expiry Date: October 31, 2024

C. Approved Budget:

Please see the following approved budget below. As a successful applicant, you will be required to adhere to this approved budget.

| Expense Category | Approved Budget |
|----------------------|------------------|
| Supplies | 0.00 |
| Capital Equipment | 0.00 |
| Operating Equipment | 50,000.00 |
| Services | 0.00 |
| Training | 0.00 |
| Administration Costs | 0.00 |
| Other | 0.00 |
| Total Funding | 50,000.00 |

Approved costs for each recipient are limited to a maximum of \$50,000, as reflected in the approved budget above. Any additional costs in excess of this amount incurred to complete the Project (including in-kind contributions) are the full responsibility of your organization.

D. Report Back Requirements:

Pursuant to the terms and conditions and as described in section H of the application form, all recipients of grant funding are required to report back to the Province by the deadline set out above.

Failure to meet any of these reporting requirements may impact your organization's ability to receive holdback funding (if applicable) and eligibility for future funding in any future iterations of the CEPG Program. Please refer to Transfer Payment Ontario ("TPON") for the report back template and instructions.

E. Payment Schedule:

The following is an overview of the payment schedule for your organization:

| Payments | Amount | Payment Date |
|--|-----------|---|
| Funding release | 50,000.00 | Up to 15 Business Days after the Business Day that all of the following have been received by the Province: <ul style="list-style-type: none"> • Copy of notification to elected official/head for awareness; and • Certificate of insurance. |
| Holdback funding release (if applicable) | 0.00 | Up to 10 Business Days after the Province's acceptance of the Report Back. |

| | | |
|------------------------------|------------------|--|
| Total Project Funding | 50,000.00 | |
|------------------------------|------------------|--|

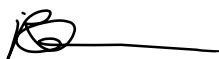
Action Required – to be completed within 10 Business Days of receipt of this letter.

The release of project funds will be subject to your acknowledgement of this Approval Letter by completing the following steps and the submission of supporting documentation in the TPON portal:

1. Provide a copy of notification that the elected official or head (i.e., Chief, Regional Chair, Mayor, Warden, Head of Council, President) of your organization is aware of the approved project funding.
2. A certificate of insurance with a commercial general liability limit of not less than \$2 million (\$2,000,000) in the organization's name must be provided, which confirms the insurance coverage and indemnity required by the terms and conditions of the grant program, including any additional requirements pursuant to section 12.0 of the general terms and conditions, signed by an authorized insurance representative. The certificate of insurance must:
 - Identify a duration of coverage for the organization up to the Expiry Date shown above.
 - Identify the Treasury Board Secretariat as an additional insured, represented in the following language, "His Majesty the King in right of Ontario as represented by the President of Treasury Board Secretariat and the members of the Executive Council of Ontario, and their directors, officers, advisors, agents, appointees and employees".
 - A cross-liability clause;
 - Contractual liability coverage; and
 - Include a statement that the Certificate Holder will be notified of any cancellation or material change within 30 days.
3. If not set up, register for direct deposit at the following link: [Doing business with the Government of Ontario | ontario.ca](https://www.ontario.ca/doing-business)

Should you have any concerns or questions regarding this Approval Letter specifically, please reach out via email to EMOCommunityGrants@ontario.ca or please call 1-855-216-3090.

Looking forward to collaborating with you.



Ruby Nayyar
Senior Manager, Design and Implementation Unit,
Emergency Management Ontario
Treasury Board Secretariat



The Municipality of West Elgin

22413 Hoskins Line, Rodney, Ontario N0L 2C0

www.westelgin.net

February 29, 2024

Mayor Richard Leatham
Municipality of West Elgin
22413 Hoskins Line
Rodney, ON N0L 2C0

Community Emergency Preparedness Grant ("CEPG") Program

Dear Honourable Mayor Leatham,

This note is to inform you that the Municipality of West Elgin was approved for Community Emergency Preparedness Grant funding in the amount of \$50,000 for the emergency preparedness project - replacement and enhancement of two-way radio communications.

Magda Badura

CAO/Treasurer
Municipality of West Elgin

Policy Update – *Get It Done Act, Keeping Energy Costs Down Act, CMHC Housing Data, Seniors Active Living Centres Regulations*

Bill 162: *Get It Done Act, 2024*

On February 20, the provincial government tabled the [Get it Done Act](#), that if passed, would make a number of changes to streamline processes for infrastructure and transportation, notably automate license plate renewals, make changes to official plans and clarify acquiring land as part of the environmental assessment process.

Proposed Changes to Ontario Highway Act

Under the proposal, eligible vehicle permits will automatically review for fines, outstanding tolls or insurance issues and renew on a one-year basis. Renewal will not proceed automatically if a plate has any issues (e.g., outstanding fines). The proposed new plate renewal process will not change the way municipalities collect unpaid fines.

AMO looks forward to future engagement with MTO on the rollout of this proposed program, including the importance of maintaining address integrity to prevent the disruption of unpaid fines.

Proposed Changes to Official Plan Adjustment Act

The proposed changes follow the [Planning Statute Law Amendment Act](#) which reversed ministry-initiated changes to Official Plans. These changes and are the outcome of the province's consultation with individual municipalities about any Official Plan changes that should be retained, or new ones that are necessary to support ongoing work.

In [previous submissions](#) to the province, AMO has urged the government to use Ministerial planning authorities, such as Municipal Zoning Orders (MZOs) only in

collaboration with municipalities and in situations of extraordinary urgency. AMO is pleased that the government is making these changes in consultation with municipalities.

Proposed Changes to Environmental Assessment Act

Ontario is proposing a minor change to the *Environmental Assessment Act* that would make it clearer that expropriation is one of the ways property can be acquired for a project before the Environmental Assessment (EA) process is completed.

Bill 165: *Keeping Energy Costs Down Act*, 2024

On February 22 the provincial government tabled the [*Keeping Energy Costs Down Act*](#) which makes amendments to the *Ontario Energy Board Act* to address the cost of new connects to natural gas infrastructure.

The legislation, if passed, would reverse a December 2023 decision by the Ontario Energy Board (OEB) that requires consumers to pay the cost of connecting a new home to natural gas infrastructure up front instead of over a period of 40 years. It would also increase the OEB's Leave to Consult threshold from \$2 million to \$10 million, requiring fewer energy projects would need OEB orders to construct a new pipeline. AMO welcomes this development to streamline projects and focus OEB approvals on larger, more complex projects.

AMO has [recently called](#) on the province to provide clear leadership on determining and communicating the role of natural gas in Ontario's energy future power grid as part of ongoing energy procurements across Ontario.

Understanding CMHC Housing Data

This week, the province updated its [tracker](#) to include additional housing data. Housing performance against provincial targets for the purpose of *Building Faster Fund* allocations relies primarily on Canada Mortgage and Housing Corporation (CMHC) data. To help municipalities better understand CMHC methodology, AMO brought together municipal officials with the CMHC for a webinar. You can find the CMHC's presentation [here](#) and a recording of the webinar [here](#).

There continues to be many questions and concerns regarding the way that housing targets are being measured. AMO is working closely with the province, municipalities and the CMHC to improve data to maximize municipal Building Faster Fund allocations.

Consultation on proposed regulations under the *Seniors Active Living Centres Act*, 2017

The Ministry of Seniors and Accessibility is currently [consulting on a proposed regulation](#) that aims to broaden access to its Seniors Active Living Centres (SALC) Program. The SALC program can help build healthier and safe communities while addressing the long-term growth and needs of an aging population. The proposed regulation would prescribe entities that could provide the required 20% contribution (i.e., in addition to municipalities) towards a SALC program's operational costs. This is intended to help reduce barriers for community organizations to run SALC programs.

AMO has worked with the Ministry to hold focus groups that informed the development of this proposed regulation. Municipalities are encouraged to provide comments and feedback on the proposed regulation by March 22, 2024. Please contact seniorspolicyunit@ontario.ca for any questions.

February 22, 2024

Greetings,

I am writing to you today on behalf of the Ministry of the Environment, Conservation and Parks about recent decisions to move Ontario's environmental assessment (EA) program to a project list approach as part of the government's ongoing work to modernize environmental assessment processes.

Comprehensive Environmental Assessment Projects regulation and other regulations:

Over the past several years, we have consulted extensively on the government's proposal to move to a project list approach. Beginning in April 2019, the ministry consulted on a [discussion paper](#), which outlined a modern vision for the EA program.

Then in July 2020, through the [COVID-19 Economic Recovery Act, 2020](#), the *Environmental Assessment Act* (EAA) was amended to provide the authority to make regulations to support EA modernization, including identifying projects that would be subject to EA requirements in a regulation. The move to a project list approach is a shift from the current framework, where projects are mainly subject to the EAA based on who is undertaking the project, rather than the projects potential impacts.

In fall 2020, the ministry consulted on a plain language [project list proposal](#), which identified the projects the ministry was proposing be subject to the EAA. In fall 2021 and spring 2023, the ministry then consulted on draft regulations, including a draft of the proposed [Comprehensive Environmental Assessment \(EA\) Projects Regulation](#) (Part II.3 Projects – Designations and Exemptions regulation) (2021) and a plain language update to that proposal (2023). The proposals also identified that the ministry would be updating relevant guidance and making certain related amendments to the Class EAs.

After considering the input received on the regulatory proposals and the discussion paper, a number of regulations have now been made and related actions taken to move Ontario to a project list approach. These changes came into effect on February 22, 2024 i.e., on the day that the revised provisions of the EAA providing the authority to make these regulations came into force.

The project types that are now subject to EA requirements in Ontario are those projects that are designated in the Comprehensive EA Projects regulation (i.e., significant waste projects, significant electricity generation facilities and large waterfront projects) and those project types to which a class environmental assessment (Class EA) applies. The

Comprehensive EA Projects regulation also designates projects that are exempt from the comprehensive EA requirements conditional on following a streamlined EA process (i.e. waste, electricity and transit and rail projects). There is no impact to projects that followed an individual EA and were approved. All projects which have started an individual EA application (i.e., a proposed Terms of Reference has been submitted to the Ministry) will continue in the comprehensive EA process.

We also wanted to note that these changes do not affect the continued authority under the Act to designate other projects or classes of projects as ones subject to a comprehensive EA or to enter into agreements with proponents to have the Act apply to projects that are not designated in the Comprehensive EA Projects regulation or otherwise.

Details of the decisions and changes made to move Ontario's EA program to a project list approach (the regulations, other instruments and related material) are on the Environmental Registry of Ontario at: <https://ero.ontario.ca/notice/019-4219>.

Complementary amendments to class environmental assessments:

To align Class EAs with the amendments to the EAA and the new and amending regulations made under the Act, including the Comprehensive EA Projects regulation, complementary amendments have been made to seven class EAs. Information on the amendments can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-8081>.

Updates to guidance:

Similarly, we have updated the Guides to the EA requirements for waste and electricity projects and the guidance for transit and rail projects to align these with the Comprehensive EA Projects regulation and revised provisions of the EAA. These updated documents can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-4219>.

Extension of expiry dates for certain approvals:

In November 2021, the ministry began consultation on a proposal to extend the statutory expiry date for *EAA* approvals by 10 years for certain projects.

A decision has now been made to extend the expiry date by 10 years for eight of those projects. The extensions will allow the projects to proceed instead of requiring a new environmental assessment to be completed. To ensure the protection of the environment, cultural heritage resources and source water, and to be responsive to comments received, including from Indigenous communities, the Minister made the extensions of the expiry date subject to conditions for seven of the eight projects. More information on the decision can be found on the Environmental Registry at: <https://ero.ontario.ca/notice/019-4428>.

The ministry carefully considered the nature and context of each of the projects. This included input from the proponents, the outcome of consultation undertaken in relation

to the proposal to extend, including consultation with Indigenous communities, and the purpose of the Act.

We are committed to keeping you updated and working with you to build a strong EA program for Ontario. We value your perspectives on the EA program and look forward to your further participation.

Please do not hesitate to contact my team at: EAModernization.MECP@ontario.ca, or me directly at: Annamaria.Cross@ontario.ca, if you have any comments or questions.

Sincerely,

A handwritten signature in black ink that reads "A. Cross". The signature is written in a cursive, flowing style.

Annamaria Cross
Director, Environmental Assessment Modernization
Ministry of the Environment, Conservation and Parks

AMCTO Supports AMO's Call for a Social and Economic Prosperity Review

February 28, 2024

On February 23, the AMCTO Board of Directors passed a resolution to support the Association of Municipalities of Ontario's (AMO) request to the Government of Ontario for a Social and Economic Prosperity Review.

AMO's call for change aligns with our long-standing position advocating for predictable long-term funding supports that are reflective of the value and cost of services municipalities are expected to deliver. This call also complements our Association's foundational fiscal planning and resilience advocacy principle which is about ensuring municipal public servants can secure resilient futures for their communities.

Background

Based on information and analysis provided by AMO, municipalities are subsidizing the Province using their property tax base to deliver critical services and infrastructure that are Provincial responsibilities. While the Province either cost-shares or provides grants to provide these services, there is a gap of \$3.8 billion annually. This does not include \$400 million for hospital capital that municipalities also invest. Further, it is estimated that municipalities may invest \$250-290 billion over the next 10 years in capital expenditures with \$100 million related to growth costs.

While the Province has indicated it would roll back elements of Bill 23, *Building Homes Faster Act 2023*, which AMO estimated would cost municipal treasuries \$1 billion a year over the next 9 years, legislation has not yet been introduced to do so.

The issue is two-fold:

1. There is not enough Provincial investment in these programs and services to cover costs.
2. The property tax base was not meant to handle the types of services municipalities currently fund, especially as it is not a growing source of revenue, unlike those sources at both the federal and provincial levels.

As an Association, we hope to bring the expertise of our members and municipal leaders to the table to bring about real change.

Chicken & Rib Dinner Drive-Thru

APPIN BBQ 1/4 Chicken ~ 1/3 Rack Pork Ribs
Baked Potato ~ Baked Beans ~ Roll ~ Dessert



WEDNESDAY, APRIL 17, 2024
4:30 - 6:30 PM
GLENCOE AG. HALL
268 CURRIE ST. GLENCOE

\$25 Per Meal

Advance Tickets Only
Please Order by
Friday, April 12th

Tickets Available at:

Ace Country & Garden, CB Creative - Glencoe

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FCHS Foundation Office - Newbury

*STORE LOCATIONS require CASH, CHQ or
ETTRANSFER martha.wortner@mha.tvh.ca*

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Credit Card Transactions

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fchsfoundation.ca

*Proceeds Support
Four Counties
Hospital*





Elgin St. Thomas Coalition to End Poverty

www.povertycoalition.ca

Info@povertycoalition.ca

March 8th, 2024

Sent Electronically

Attention:

Mayor and Members of Council for the Municipality of West Elgin
CAO and Treasurer Magda Badura
Clerk Terri Towstiuć

For Information

Re: Elgin St. Thomas Coalition to End Poverty – 2023 Timeline of Success

The Elgin St. Thomas Coalition to End Poverty has released its 2023 Timeline of Success. Yearly, the coalition collates successes that we have seen in our communities contributing to poverty prevention and elimination. We are sharing this timeline with you today in celebration of the hard work of all members, local groups, agencies, community volunteers, and municipalities working towards ending poverty.

Highlights this year include: an expansion of supportive housing, a successful '*Community Conversations*' event, a proclamation with the City of St. Thomas for the International Day to Irradicate Poverty, and the launch of '*A Place Called Home: A Community Plan for St. Thomas – Elgin to end Women Led Family Homelessness*', among others.

Please review the attached 'Timeline of Success' and consider sharing as appropriate with your staff and constituents.

Thank you for your ongoing contributions and support of this work. Municipalities are key partners in reducing poverty and its effects within our communities. We look forward to continuing this work in our local communities and celebrating successes in years to come.

At the coalition we strive to make sure we are including all areas of Elgin St. Thomas as well as local decision makers. If you are interested in joining the coalition, please contact info@povertycoalition.ca for more information.

Sincerely,

The Elgin St. Thomas Coalition to End Poverty

Who are we?

The Elgin St. Thomas Coalition to End Poverty is a dedicated group of local agencies and volunteers in Elgin and St. Thomas who are committed to ending poverty in our region. This work is largely focused around key priority areas including safe and affordable housing, adequate income and living wages, and food security.



Homelessness & Hope

A chance to meet and hear from people with lived experiences of homelessness and learn a bit about resources and local efforts for homelessness.

Gathered on World Homelessness Day

Tuesday, October 10, 2023

5:00 - 7:00 pm

Casa Station | 750 Talbot Street

12,515 people are living below the poverty line in our community. This number is more than the population of Aylmer, West Lorne, Port Stanley and Port Burwell combined.

POVERTY COALITION STRATEGY

Poverty to Possibility

VISION

No person in Elgin—St. Thomas will live in poverty

MISSION

To address the root causes of poverty

FOCUS



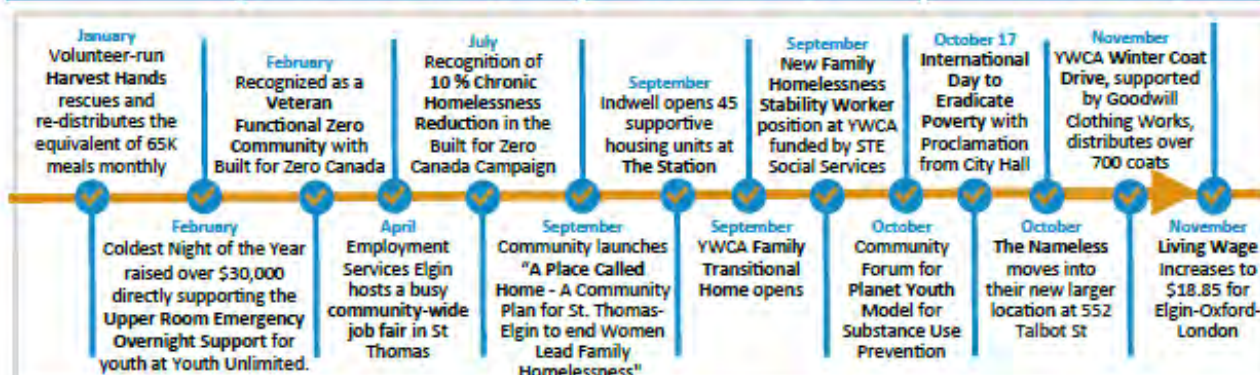
Housing Stability



Food Security



Income Security



Elgin—St. Thomas Coalition to End Poverty

2023 Progress Timeline

WORKING TOGETHER

The Coalition to End Poverty is made up of Elgin St. Thomas citizens, agencies, businesses and government representatives. Our plans and projects align with the good work that's already being done in our community.

OUR FOCUS



Housing Stability

Everyone can find and maintain a safe and affordable place to call home.



Food Security

Everyone has access to accessible, affordable, sufficient and nutritious food.



Income Security

Everyone has access to a Living Wage and Employment Resources.

VISION



ADVOCATE



EDUCATE

WHAT'S BEEN HAPPENING

This year [The Inn](#) through our community partnerships helped house over 50 individuals. We connected people to new income supports and job opportunities that helped them find strong financial stability.

On October 12, the [Community Action Network for Children and Youth Elgin \(CAN\)](#) hosted a forum to discuss the [Planet Youth Model](#) for substance prevention. The event was well attended by 72 community members from different social sectors including youth, municipal leaders, police, schools, business owners, parents, local doctors, etc. The goal of forum was to determine community investment in adopting this approach to substance prevention. Over 30 participants signed on to further the conversation and develop a plan for adoption. The momentum of our local work is supported by a Federal commitment to the approach of \$21M over the next 5 years.

As part of the declaration at City Hall, on [October 17 International Day to Eradicate Poverty](#) local media were in attendance. CTV's Brent Lale created a video piece highlighting the experience of poverty for one community member. To read the story or view the video, scan this QR code or [click here](#).



St. Thomas-Elgin Data Recording with Built for Zero Canada

Our community continues to learn, support, and adopt proven practices while utilizing real time data to inform system improvement.

We look forward to many more years of collective success and engagement with our St. Thomas Elgin community partners, leadership, and political and key stakeholders as we continue to provide resiliency, commitment, and hope.

In 2023, we saw more than 170 unique folx, including individuals and families, move out of homelessness into housing, comprising 58% of the 295 referred with the year.

Elgin—St. Thomas Coalition to End Poverty

WORKING TOGETHER FOR CHANGE

For more information contact www.povertycoalition.ca





Thames Valley District School Board *Accommodation Plan*

2023/
2024

Welcome to our Accommodation Plan

TVDSB would like to thank our municipal partners and internal departments for their support in creating this guiding document. With your help we are able to plan effective accommodation solutions for all students across this vast district.

We would also like to acknowledge the Indigenous peoples of this traditional territory on which our board has been established:

The Anishinaabe (ah-nee-shi-nah-bai) Peoples
The Haudenosaunee (ho-dee-no-show-nee) Peoples
The Leni-Lunaape (len-ee-lune-a-pay) Peoples

We thank the land for providing the opportunity to learn from each other.

We are all **Thames Valley.**

Accommodation Plan

What is it?

A system-wide assessment and synopsis of student accommodation, including opportunities, challenges and limitations.

A reflective and forward-thinking summary of strategies for action across Thames Valley.

What is the purpose?

Exploration of the key question:

What does TVDSB need, for what purpose(s), in which locations and in what timeframe?

How is it created?

Analysis of data and information-driven summaries by planning area over a 5-year horizon to inform strategies for action and assist in the scheduling and budgeting of accommodation and capital planning initiatives.

Why is it necessary?

- Thames Valley's student population is growing overall and has created significant immediate and short-term needs that must be addressed.
- Growth, demographic shifts and residential development have resulted in system-wide imbalances between available space, student enrolment and projected needs.
- Reflects a comprehensive, Board-wide view.
- The Ministry of Education requires that boards maintain a long-term accommodation plan to meet the future needs of students.

What are the outcomes of the Accommodation Plan?

The Accommodation Plan is the foundational building block for accommodation planning across Thames Valley.

The Accommodation Plan offers time-bound and system-wide strategies for action and progressive accommodation planning.

The Accommodation Plan sets priorities and highlights where further review, analysis and action are necessary across Thames Valley.



Overview

Thames Valley District School Board is changing as a result of significant migration and immigration to urban areas across the Board. The London Census Metropolitan Area (CMA), which includes the City of London, the City of St. Thomas and areas within Middlesex and Elgin Counties, recorded the 4th highest growth rate in Canada over the previous census period at 10%¹.

Current data indicates increasing pressures at schools in some areas of the district, while significant underutilization of facilities persists in other areas. More students are enrolling in areas where the Board is already experiencing classroom space shortages as growth is not evenly distributed across the district.

Action is required to address the distribution challenges associated with localized growth and enrolment pressures.

At this time, the planning tools available to immediately address concerns include:

- Attendance area reviews;
- Holding zone reviews;
- Grade structure reviews;
- Program delivery and location reviews; and,
- Interim accommodation, including interim accommodation schools and portables.

Pupil accommodation reviews to facilitate school consolidations or school closures are not currently an available planning tool.

As there are limited planning tools available, the priority should focus on enrolment pressure and balancing utilization across the Board, where possible.

¹ Source: Statistics Canada (2022). Population Estimates as of July 1, 2021 – London (Ont.) CMA Interactive Dashboard.

The following business cases were submitted to the Ministry of Education's 2023-2024 Capital Priorities Program in order to address critical accommodation needs across the district:

- 1a. New West London Elementary School
- 1b. New Lucan Elementary School
- 1c. New Southeast London Elementary School
- 1d. New Southwest London Elementary School
- 1e. New Ingersoll Elementary School
- 1f. New Thamesford Elementary School
- 1g. West Nissouri Public School - addition
- 1h. New North Central London Elementary School

These business cases were submitted in October 2023 and TVDSB is awaiting the outcome of Ministry decisions.

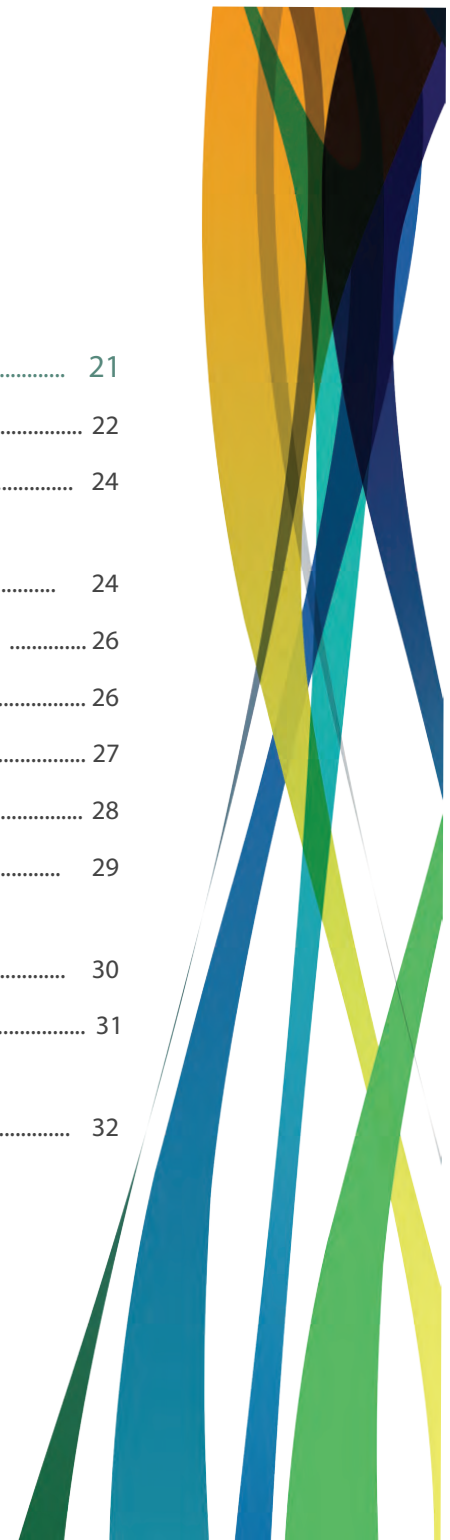
There are many areas of growth across the district. A number of attendance area reviews are being completed to help address accommodation challenges and position TVDSB favourably for new capital investment from the Ministry of Education.

A summary of all potential future Capital Priorities and Attendance Area Reviews is included in Section 1.



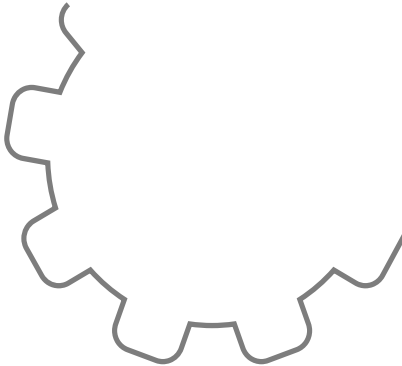
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Welcome

Section 1 of the Accommodation Plan is introductory and provides an overview of the guiding principles, the approaches used throughout the document and offers a summary of future accommodation actions.

Section 1 - Welcome

8

The District

8

Guiding Principles

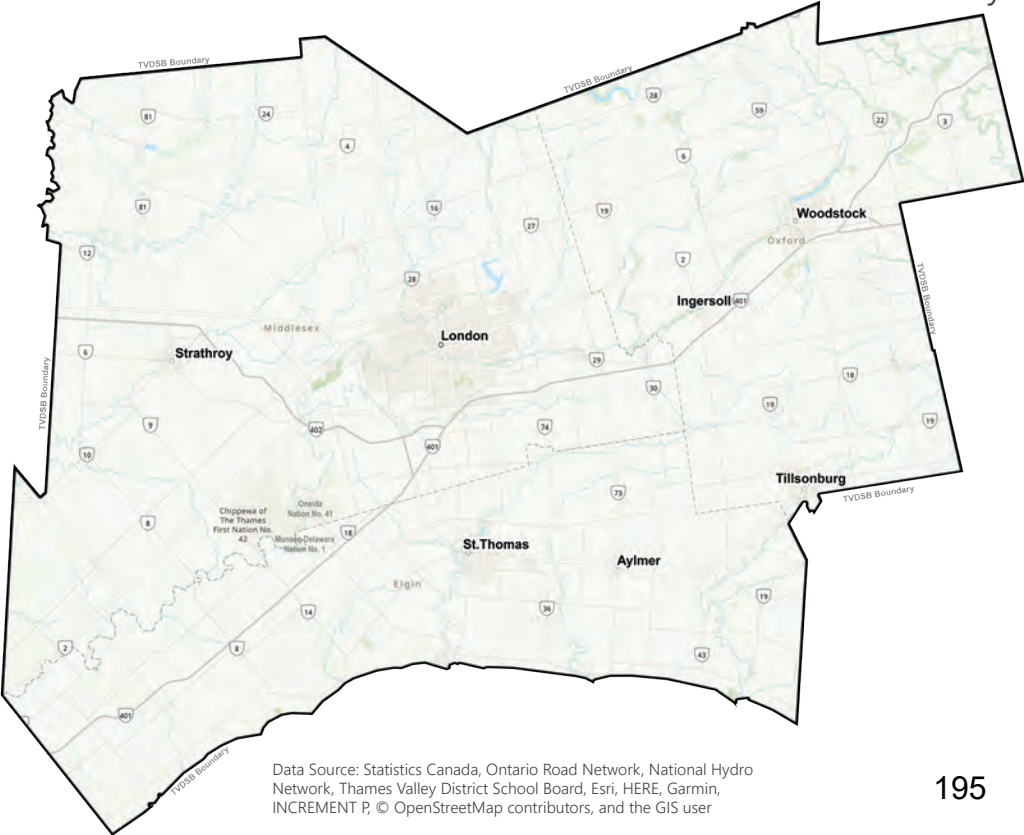
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Methods and Assumptions

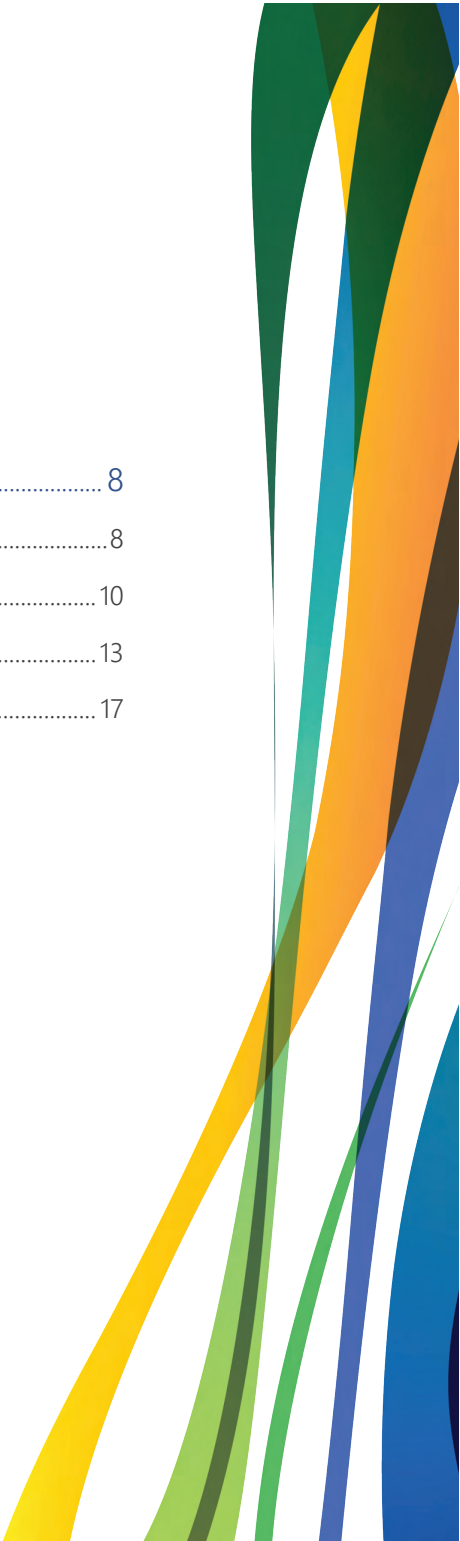
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Summary

17



Data Source: Statistics Canada, Ontario Road Network, National Hydro Network, Thames Valley District School Board, Esri, HERE, Garmin, INCREMENT P, © OpenStreetMap contributors, and the GIS user



The District



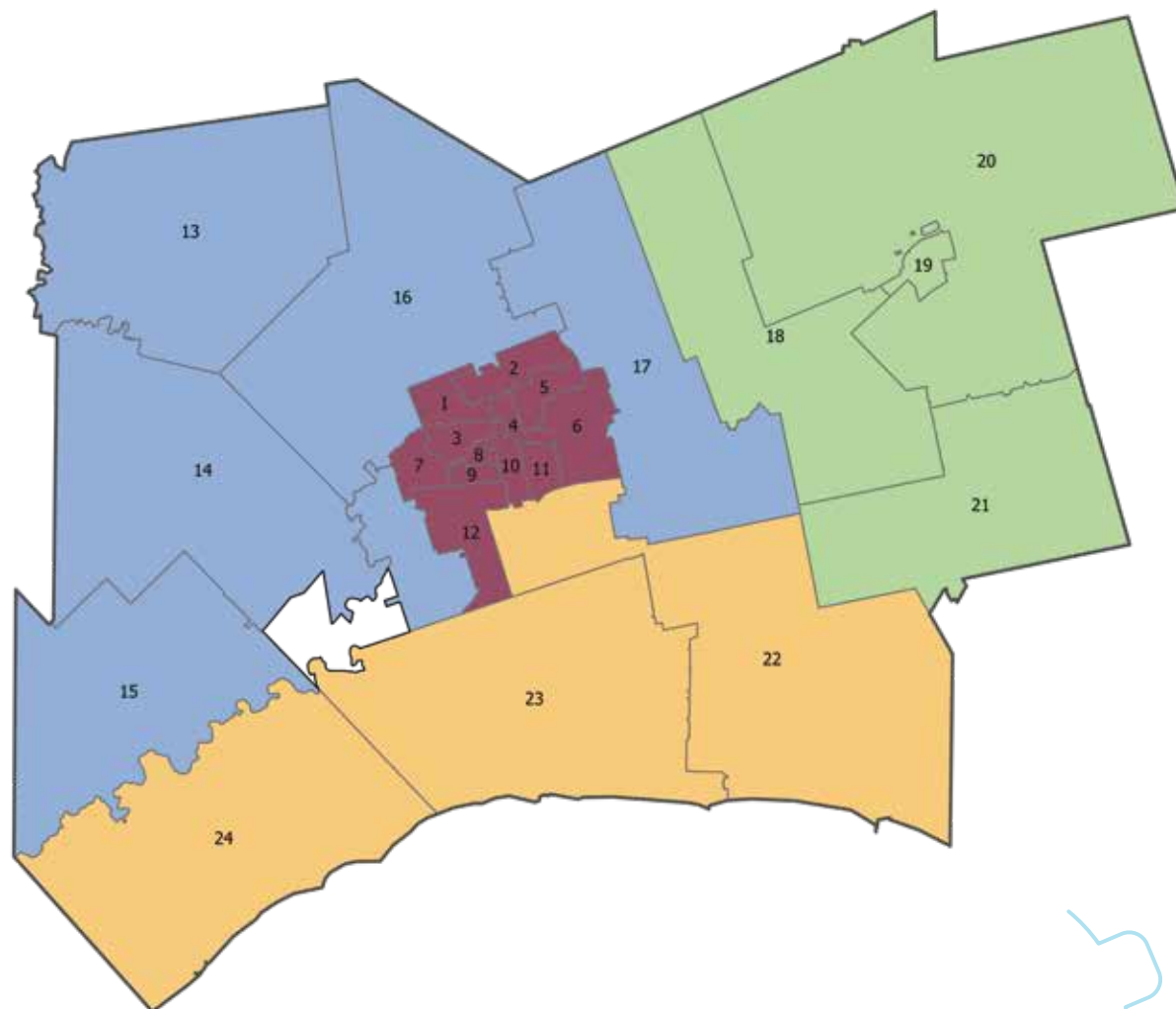
Thames Valley District School Board includes the cities of London and St. Thomas as well as the counties of Elgin, Middlesex, and Oxford. We are also proud to partner with the Chippewas of the Thames First Nation, Munsee-Delaware Nation, and the Oneida Nation of the Thames on Educational Service Agreements.

Within the Accommodation Plan, the district is organized and colour-coded by region:



Each region has been further divided into Planning Areas. Planning Areas were developed based on a review of demographic profile, historic trends, and future accommodation options:

| | |
|--|----------------------------------|
| PA01: Northwest London | PA13: North Middlesex |
| PA02: North Central / Northeast London | PA14: West Middlesex |
| PA03: West London | PA15: Southwest Middlesex |
| PA04: Downtown / Central London | PA16: Central Middlesex |
| PA05: East London | PA17: East Middlesex |
| PA06: Southeast London | PA18: West Oxford |
| PA07: Byron (London) | PA19: Woodstock |
| PA08: West Central London | PA20: North / East Oxford |
| PA09: South Central London | PA21: South Oxford |
| PA10: South London | PA22: East Elgin |
| PA11: East Central London | PA23: St. Thomas / Central Elgin |
| PA12: Southwest London | PA24: West Elgin |



Data Sources: Statistics Canada and Thames Valley District School Board.

Strategic Priorities

Thames Valley District School Board (TVDSB) is southwestern Ontario's largest public school board, providing public education to approximately 84,496 students across an area of over 7,000 sq.km.

2018 – 2023 Strategic Priorities

Achievement and Well-Being

We engage in innovative learning experiences that promote excellence in student achievement and well-being.

Equity and Diversity

We provide an equitable and inclusive environment that champions learning opportunities for all.

Relationships

We build positive relationships with all members of our education community to foster an engaged and inclusive board culture.



Mission

We build each student's tomorrow, every day.

Vision

The Thames Valley learning community inspires innovation, embraces diversity, and celebrates achievement - a strong foundation for all students.

Our 'Why'

Create a culture where educators consistently use data to inform practice

Deliver consistent and comprehensive instructional best practices

Provide students with optimal programming and supports

Engage families in their child's learning

Implement responsive policies, programs and practices for students and staff

Build positive school and work climates

Foster a culture of responsive feedback

Establish a culture of consistent service excellence

Guiding Principles

The Accommodation Plan reflects a number of key commitments to our students and families, our communities and our partners in public education. Strategies for action will:

Put Students First

Provide information and data-driven strategies that are sustainable, appropriate and reflective of the Thames Valley District School Board's mission to build each student's tomorrow, every day.

Demonstrate Responsibility

Provide students with accommodations which support student achievement, safety and well-being, while practicing stewardship of public resources.

Establish Intention

Ensure strategies are in alignment with Provincial legislation, Ministry frameworks, local plans and strategies, and the Thames Valley District School Board's Strategic Priorities and Board policies.

Communicate Openly

Enhance accommodation planning strategies and action plans progressively with feedback, consultation and meaningful engagement.

Embrace Community

Cultivate partnerships, grow relationships and pursue collaboration opportunities that support Thames Valley District School Board communities.

Monitor Change and Outcomes

Continue to monitor the changing needs of Thames Valley District School Board's stakeholders and communities to ensure accommodation plans, strategies and priorities are dynamic and adaptive.





Section 1 - Welcome

Guided by the mission and vision of Thames Valley, the Board's Strategic Priorities, and the Guiding Principles of this document, the Accommodation Plan provides a system-wide summary and analysis of accommodation-related opportunities and challenges across the district.

The Accommodation Plan and the strategy categories consider direction and feedback that has been offered by the Ministry of Education regarding capital planning, including:

- Optimizing the use of existing facility capacity when and wherever possible;
- Expanding review areas;
- Managing enrolment through attendance area reviews and grade reconfigurations; and,
- Changing program offerings and sites.

Capital Priorities and Accommodation Actions within the Accommodation Plan are:

- Data-driven based on dynamic analysis of key indicators across place and time; and
- Informed by active listening to ideas and strategies shared by the Ministry, municipal partners, the Board of Trustees, Administration and school communities.



Section 1 - Welcome

Enrolment Projections

Planning staff conducts 5-year enrolment projections annually. These projections are prepared for the entire system.

The methodology is based on the relationships between demographic trends and historical enrolment across the Board. Planning staff continually monitor and review residential development applications as well as consult with planning colleagues and municipal partners across the district to obtain local knowledge and insight.

Within robust demographic and economic analyses, the following are evaluated when preparing projections

- Historical population and housing trends;
- Demographic trends (i.e. births, deaths and age structure);
- Residential building permit activity by structure type and geographic area over the past decade;
- Residential growth forecasts by planning area based on municipal data; and,
- Board share of school-aged children.



Methods and Assumptions

From this analysis, projections are prepared for each existing school community taking into account enrolment ratios and grade transitions, along with forecasted enrolment growth allocations resulting from new residential development. This two-part projection process ensures that mature and developing neighbourhoods are recognized and accounted for independently.

Components of Enrolment Projections

Elementary

Actual Enrolment
Year to Year Retention Rates

Live Birth Data
Junior Kindergarten Registrations
Residential Development
Pupil Yields from New
Development
Migration and Immigration

EXISTING COMMUNITY



GROWTH

Secondary

Actual Enrolment
Year to Year Retention Rates
Progression from Elementary to
Secondary

Residential Development
Pupil Yields from New
Development
Migration and Immigration

Enrolment Projection Assumptions

The enrolment projections include assumption-based enrolment shifts resulting from:

Boundary adjustments resulting from attendance area reviews;

Increased migration from other parts of Ontario which accelerated as a result of the COVID-19 pandemic;

Sustained growth from international student and newcomer enrolment; and

Variable residential growth and development across the district.

Other Considerations

The projected number of pupils from new residential growth are allocated to the designated holding school however the number of new dwelling units remains in the Planning Area of origin.

Enrolment projections are expressed as October 31 total pupil body counts. Calculations for full-time equivalency (FTE), average daily enrolment (ADE) and pupils of the Board are calculated separately from pupil body counts based on historic trends and factors.

Projections included within this report are intended for accommodation planning only and are not to be used for staffing or budget purposes.



Section 1 - Welcome

Methods and Assumptions

Ministry of Education On-the-Ground Capacity for School Facilities

The On-the-Ground (OTG) capacity of each school facility is based on Ministry of Education standards and space type categorization.

The OTG capacity of a facility is used along with pupil enrolment to calculate the utilization rate or the ratio between pupil places required relative to the number of enrolled pupils expressed as a percentage.

The OTG capacity data included within this document includes completed capital projects and additions and / or renovations effective for the 23/24 school year, as well as approved and / or under construction projects to be completed prior to the 26/27 school year.

Refer to the data tables within the appendix for facility utilization rates for the 23/24 school year.



Ministry Space Categories and Loading

| | Space Type | Loading 2023/2024 OTG Capacity (Pupil Places) |
|-----------------|--|---|
| Loaded Spaces | Elementary Regular Classroom | 23.0 |
| | Kindergarten Classroom | 26.0 |
| | Secondary Regular Classroom | 21.0 |
| | Secondary Broad-Based Technology | 21.0 |
| | Elementary Special Education Classroom | 9.0 |
| | Secondary Special Education Classroom | 9.0 |
| | Loaded Resource Room (> 400 sq. ft.) | 12.0 |
| Unloaded Spaces | Unloaded Resource Room (< 400 sq. ft.) | 0.0 |
| | Library Resource Centre / Library Learning Commons | 0.0 |
| | General Purpose Room | 0.0 |
| | General Arts Room | 23.0 |

Source: Ministry of Education, 2023/2024.



Summary

Capital Priorities

Each year, the Ministry of Education accepts capital funding proposals through the Capital Priorities Program. This program is intended to provide school boards with the opportunity to submit business cases for new schools, additions, and other facility improvements. The Ministry of Education evaluates cases from across the province and provides funding to boards who have demonstrated a need for new student accommodations. TVDSB is anticipating growth across many areas in the district and as a result is planning to submit numerous business cases over the coming years.

Attendance Area Reviews

Accommodation actions that may be taken by TVDSB to provide improved learning environments for students primarily consist of Attendance Area Reviews. These reviews involve the shifting of existing school attendance boundaries in order to better utilize space within existing schools. Communities change over time and enrolment growth rarely happens uniformly within communities, therefore the ability to adapt to changing populations allows the board to respond to changing accommodation needs.

One benefit of making efficient use of existing schools is that it demonstrates to the Ministry of Education that the Board is innovative in its approach to student accommodation, increasing the likelihood that Capital Priorities Program business cases are considered and approved.

Timelines

The following tables summarize the planned capital priorities and accommodation actions that the Board anticipates over the next several years. These actions are based on enrolment growth as well as opportunities to balance enrolment within existing schools. It should be noted that submission years for Capital Priorities are considered approximate as they are subject to Ministry of Education timelines.

The tables are separated by region (London, Middlesex, Oxford, and Elgin) and display each action on a timeline. For more detailed information regarding specific projects listed in the tables, please refer to the designated Planning Area information pages in Section 3 - Share.

Capital Priorities and Attendance Area Reviews - London

| Planning Area | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 | 2027/2028 & Beyond | |
|--|---|--|-----------|--|---|--|
| 01: Northwest London | AAR: London Secondary | CP: New North London secondary school | | | | |
| 02: North Central/ Northeast London | CP: New North Central London elementary school AAR: London Secondary | | | | CP: Cedar Hollow PS addition | |
| 03: West London | AAR: London Secondary | | | | CP: New West London elementary school (Proudfoot Lane) | |
| 04: Downtown/ Central London | AAR: London Secondary | | | | AAR: East-Central London | |
| 05: East London | AAR: London Secondary | AAR: East Carling | | | | CP: New East London elementary school (Fanshawe) |
| 06: Southeast London | CP: New Southeast London elementary school AAR: London Secondary | | | | CP: New East London elementary school (former Psychiatric Hospital lands) | |
| 07: Byron | CP: New West London elementary school AAR: London Secondary | | | | | |
| 08: West Central London | AAR: London Secondary | | | | | |
| 09: South Central London | AAR: London Secondary | | | | | |
| 10: South London | AAR: London Secondary | | | | | |
| 11: East Central London | AAR: London Secondary | | | | | |
| 12: Southwest London | CP: New Southwest London elementary school AAR: London Secondary | CP: New Southwest London elementary school (2) | | CP: New Southwest London elementary school (3) | | |

CP: Capital Priority

AAR: Attendance Area Review

Capital Priorities and Attendance Area Reviews - Middlesex County

| Planning Area | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 | 2027/2028 & Beyond |
|-------------------------|--|--------------------------|--|-----------|--------------------|
| 13: North Middlesex | | | | | |
| 14: West Middlesex | | AAR: Strathroy-Caradoc | CP: Caradoc PS addition CP: New Strathroy elementary school (North Meadows Subdivision) | | |
| 15: Southwest Middlesex | | | | | |
| 16: Central Middlesex | CP: New Lucan elementary school AAR: Middlesex Elementary | CP: Parkview PS addition | | | |
| 17: East Middlesex | CP: West Nissouri PS addition | | | | |

CP: Capital Priority
AAR: Attendance Area Review



Section 1 - Summary

Capital Priorities and Attendance Area Reviews - Oxford County

| Planning Area | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 | 2027/2028 & Beyond |
|-----------------------|---|-------------------|-----------------------|-----------|-----------------------------------|
| 18: West Oxford | CP: New Ingersoll elementary school (Ingersoll Greens) CP: New Thamesford elementary school (Maple Leaf lands) | | | | |
| 19: Woodstock | AAR: Oxford North | | AAR: Oxford Secondary | | CP: Springbank PS addition |
| 20: North/East Oxford | AAR: Oxford North | | | | CP: Innerkip PS addition |
| 21: South Oxford | | AAR: Oxford South | | | |

CP: Capital Priority

AAR: Attendance Area Review

Capital Priorities and Attendance Area Reviews - Elgin County

| Planning Area | 2023/2024 | 2024/2025 | 2025/2026 | 2026/2027 | 2027/2028 & Beyond |
|---------------------------------|-----------|-----------|---|---|--------------------|
| 22: East Elgin | | | | | |
| 23: St.Thomas/ Central Elgin | | | CP: Arthur Voaden SS replacement school AAR: St. Thomas Secondary | CP: New St. Thomas elementary school | |
| 24: West Elgin | | | | | |

CP: Capital Priority

AAR: Attendance Area Review

Section 2

Reflect

Section 2 of the Accommodation Plan provides reflection on accommodation and capital planning at Thames Valley and the factors contributing to change across the district.

Section 2 is comprised of three main parts:

1. Summaries of demographic and residential development trends contributing to recent enrolment changes across the district;
2. An overview of system enrolment and facility utilization by panel from 17/18 to 22/23 and,
3. An outline of accommodation and capital planning milestones for the 22/23 school year and 23/24 school year to present.

| | |
|---|----|
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| Growth Across Thames Valley | 24 |
| Alignment with Municipal Data and Growth Forecasts | 24 |
| Elementary Enrolment and Facility Utilization | 26 |
| Secondary Enrolment and Facility Utilization | 26 |
| Growth and Development in Oxford County | 27 |
| New Dwelling Permits Across the District | 28 |
| School Facilities | 29 |
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| Accommodation Planning at Thames Valley | 31 |
| Capital Projects Related to Accommodation Planning at Thames Valley | 32 |

Section 2 - Reflect

Drivers of Change Across Thames Valley

The following section includes population and development data for several settlement areas across the district. TVDSB is currently working to improve accessibility of tracked development and data received from local municipalities; as a result, some communities have more detailed information displayed in this report. Statistics for larger municipalities driving student enrolment are provided for reference.

Oxford County Census Areas

Thames Valley includes the following CAs in Oxford County:

Ingersoll
Tillsonburg
Woodstock

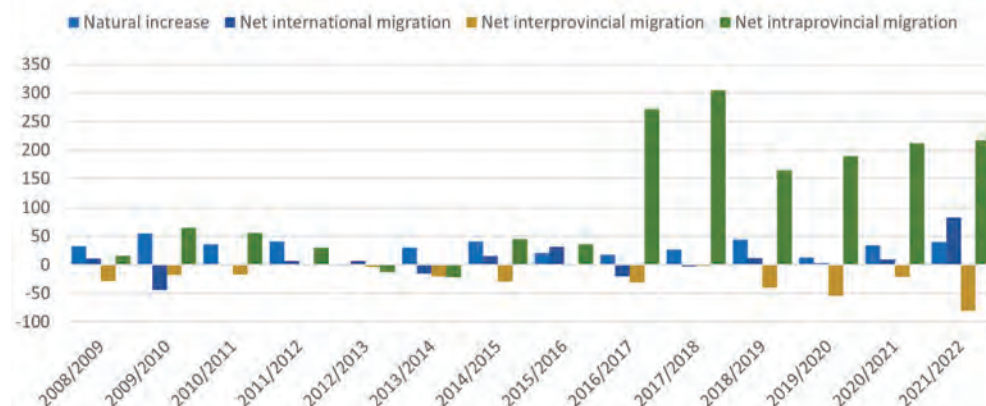
Key Findings

- Net intraprovincial migration (difference between in -migrants and out-migrants in a given region) represents greatest factors of population growth within the CAs
- Net international migration (immigration from outside of Canada) is most significant in the Woodstock CA and has remained consistent year over year since 16/17

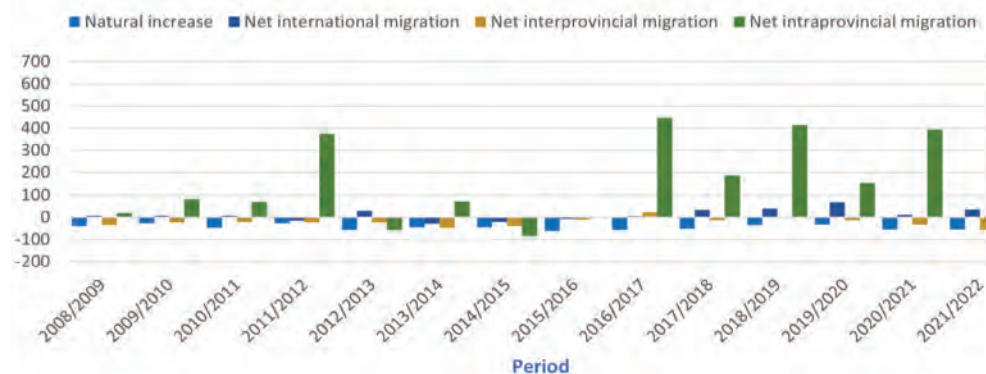
| | Natural Increase | Net International Migration | Net Interprovincial Migration | Net Intraprovincial Migration | Total |
|----------------|------------------|-----------------------------|-------------------------------|-------------------------------|-------------|
| Ingersoll CA | 40 | 83 | -80 | 217 | 260 |
| Tillsonburg CA | -55 | 35 | -56 | 606 | 530 |
| Woodstock CA | 89 | 360 | -117 | 1247 | 1579 |
| Total | 74 | 478 | -253 | 2070 | 2369 |

Source
Statistics Canada (2023). Population Estimates as of July 1, 2022 – London (Ont.) CMA.
Interactive Dashboard.

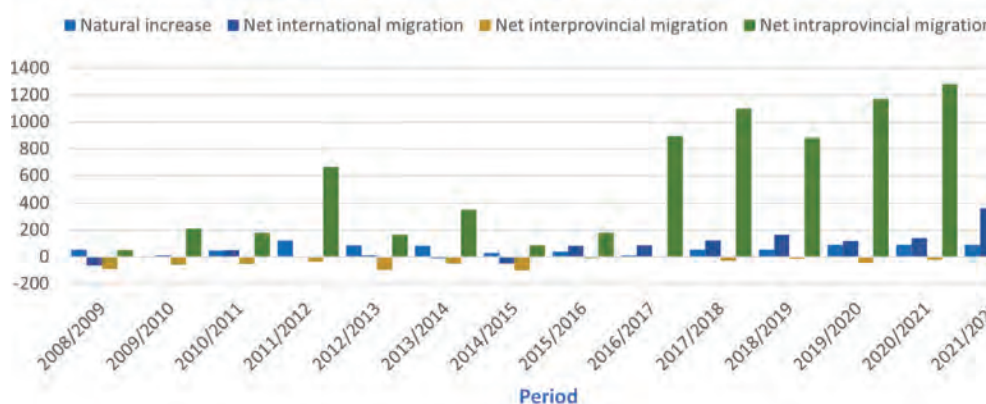
Factors of population growth, Ingersoll CA (Ont.)



Factors of population growth, Tillsonburg CA (Ont.)



Factors of population growth, Woodstock CA (Ont.)



London CMA

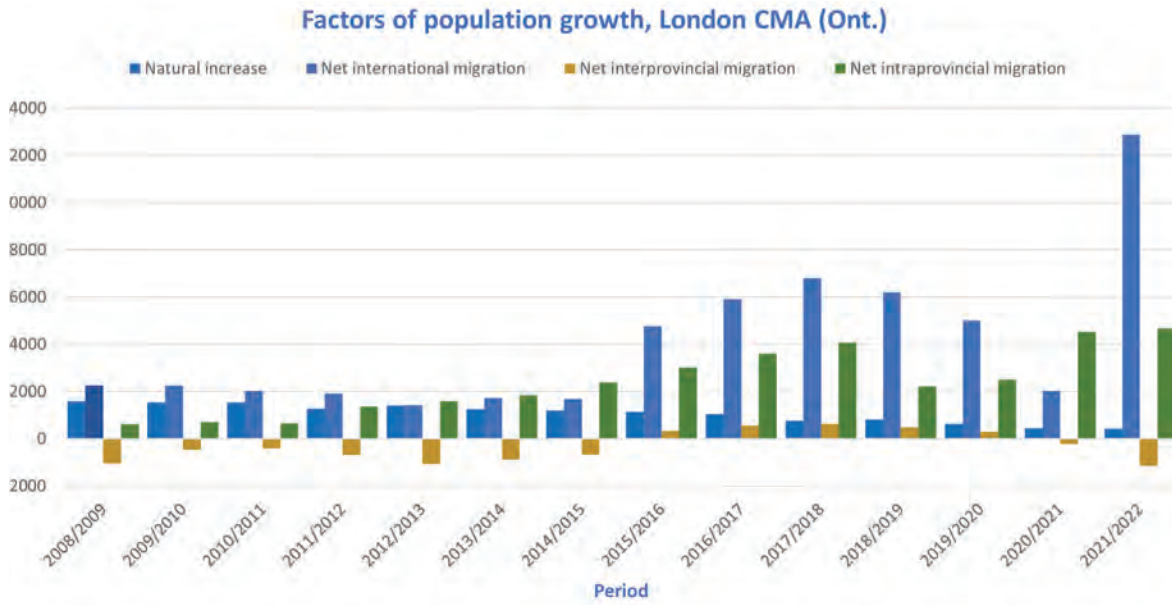
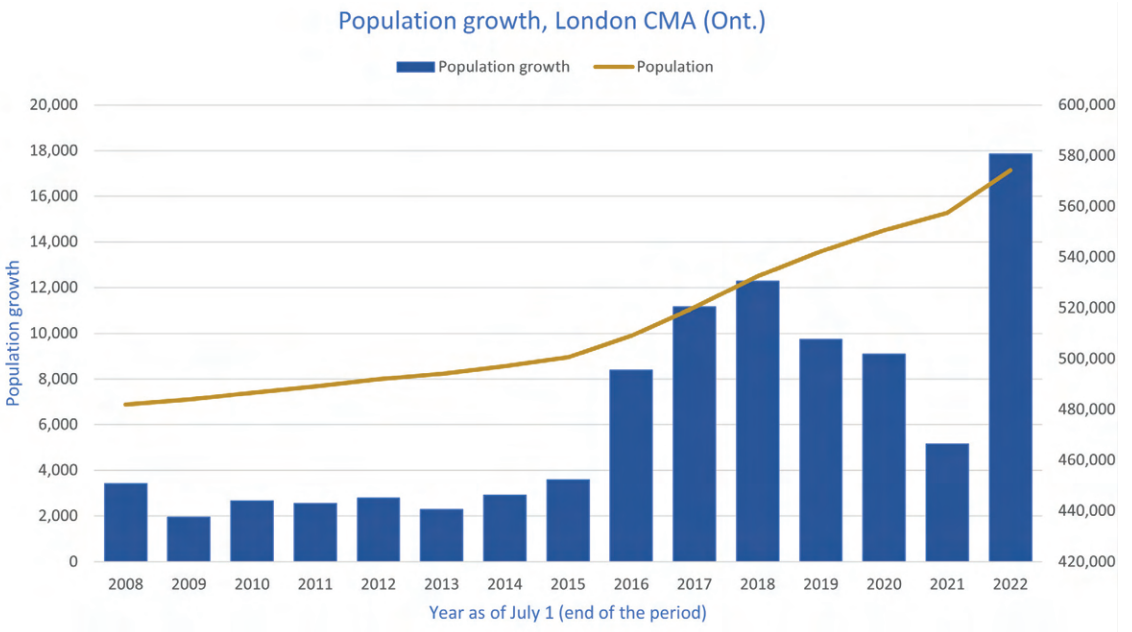
Data from the 2021 Census by Statistics Canada provided the basis for the population and demographic profile of the Accommodation Plan. London is the largest settlement area in Thames Valley.

For more specific information regarding residential growth, refer to data provided by the City of London on page 27.

Key Findings

- The London CMA recorded a growth rate of 0.9% in 2021. The London CMA has also experienced a 10% growth rate over the last Census period (2016-2021), the highest in Ontario.
- Arrival of permanent and temporary immigrants has contributed significantly to population growth since 15/16.
- As of July 1, 2021 in the London CMA: 15.7% of the population is aged 0-14, 66.2% is aged 15-64 years, and 18.1% is 65 years and older.

Note: The London CMA includes the City of London, the City of St. Thomas, and areas within Middlesex and Elgin Counties.



Sources
Statistics Canada (2023). Population Estimates as of July 1, 2022– London (Ont.) CMA. Interactive Dashboard.
Statistics Canada (2023). Canada’s Population Estimates: Subprovincial areas.
Statistics Canada (2023). Table 17-10 0135-01: Distribution of Population by Age Group and CMA.

Growth Across Thames Valley

The district is comprised of two single-tier municipalities (London, St. Thomas), three upper-tier counties (Elgin, Middlesex and Oxford) and twenty-three local municipalities.

Across the district, population growth is occurring at variable rates, but is predominantly concentrated in urban centres and settlement areas.

Elgin County (Excludes City of St. Thomas)

- 2021 Census Population: 94,752 (increase of 6.5% from 2016)
- 2021 Census Households: 37,278 (increase of 6.5% from 2016)

Oxford County

- 2021 Census Population: 121,781 (increase of 9.9% from 2016)
- 2021 Census Households: 47,876 (increase of 8.2% from 2016)

Middlesex County

- 2021 Census Population: 500,563 (increase of 9.9% from 2016)
- 2021 Census Households: 204,157 (increase of 7.4% from 2016)

Key Findings

- Household growth is no longer outpacing population growth
- Decline in the number of people per unit



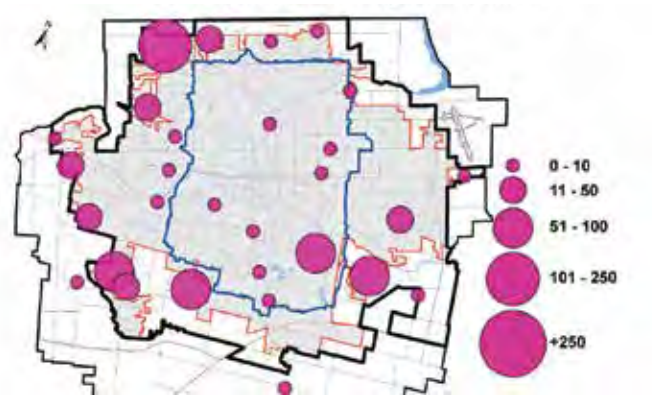
Growth Across Thames Valley

A further indicator of growth across the district is residential development and building activity.

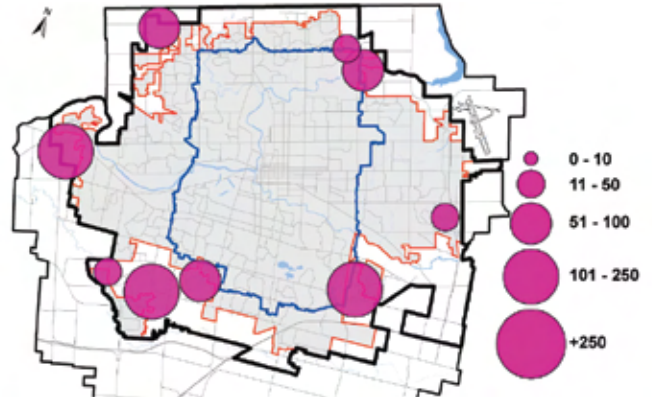
The City of London’s Annual Development Report provides an overview of development activity within London. The 2022 Development Report highlighted the following:

- New dwelling permits down 35.1% in the City of London in 2022
 - 659 (28%) permits for single -detached dwellings
 - 662 (28%) permits for row houses and townhouses
 - 1,052 (44%) permits for apartments
- Significant increases in new dwelling permits for high density developments within new subdivisions and as infill
- Development occurring in all quadrants of the City
- The City’s Growth Management Implementation Strategy (GMIS) will be updated in 2024. The GMIS creates opportunity for future development by establishing timelines for the construction of services.

2022 Low Density Residential Permits by Location



2022 Medium Density Residential Permits by Location



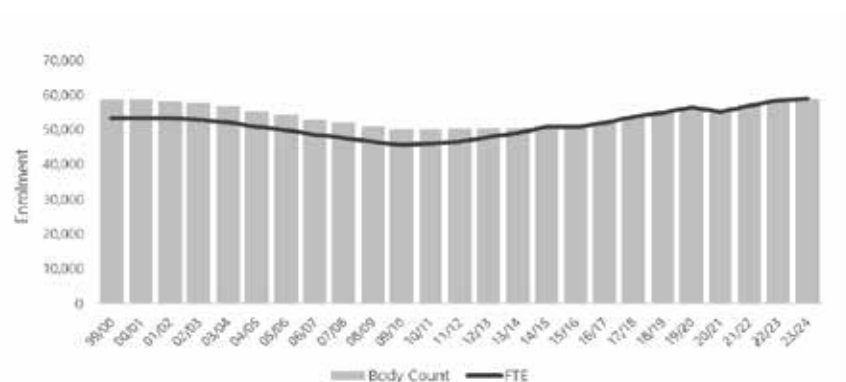
2022 High Density Residential Permits by Location



| Subdivision Approval Stage | Time in Years to Permit Readiness |
|------------------------------------|-----------------------------------|
| No Application | 4.0 |
| Application Under Review | 3.0 |
| Application Draft Approved | 2.5 |
| Subdivision Agreement | 1.0 |
| Final Approval (No Clearance) | 1.0 -0.1 |
| Final Approval (Clearance Granted) | Today |

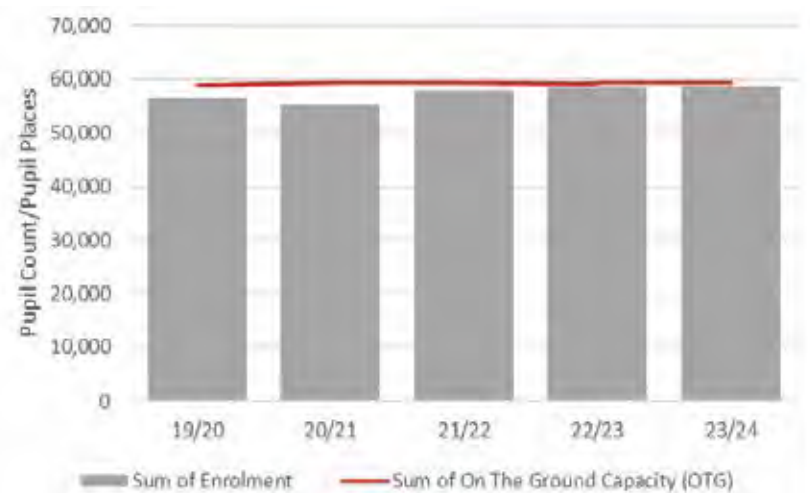
Source: City of London (2022). 2022 Annual Development Report.

Historic System Elementary Enrolment 1999/2000 to 2023/2024

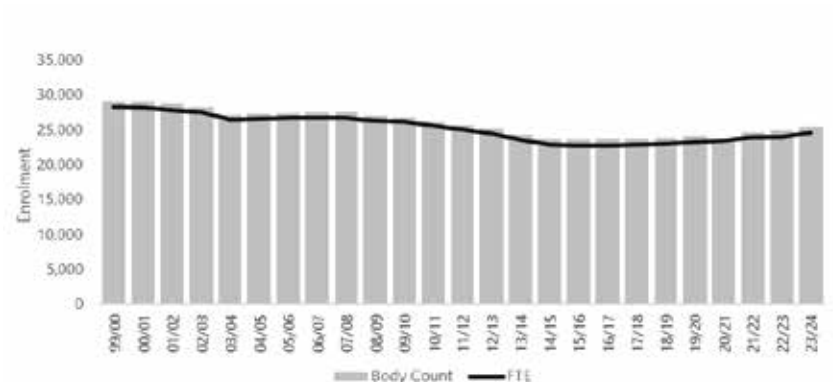


System Elementary Enrolment and Facility Utilization 17/18 to 23/24

- Prior to 20/21, enrolment has been growing steadily since 09/10
- Significant enrolment growth occurred between 16/17 and 17/18 with a year over year increase of 3.43%
- Sustained enrolment growth over this period can be attributed to factors such as: immigration, migration, economic stability and relative cost of living across the district
- As a result of the COVID-19 pandemic, the elementary panel experienced a 2.4% decrease in 20/21. This was attributed to lower kindergarten enrolment, students demitting to home-school and a reduction in international students due to travel restrictions.
- Overall enrolment growth prior to 23/24 has contributed to reducing the number of empty pupil places in some elementary school facilities across parts of the district while creating sustained space pressures in other areas

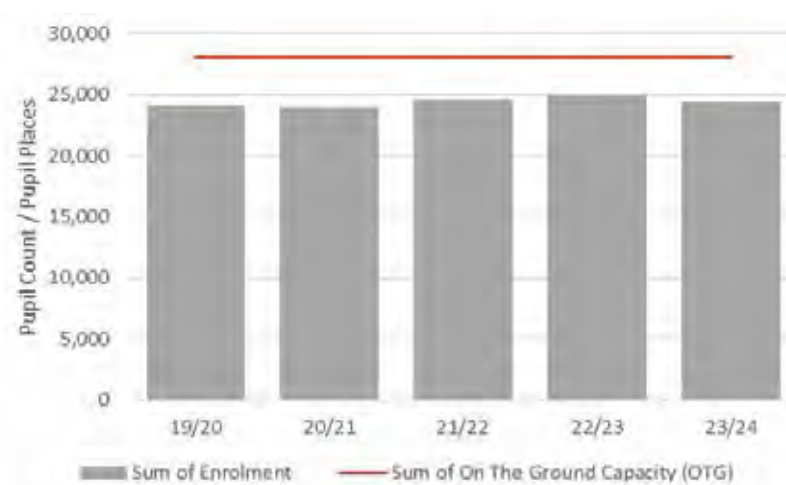


Historic System Secondary Enrolment 1999/2000 to 2023/2024

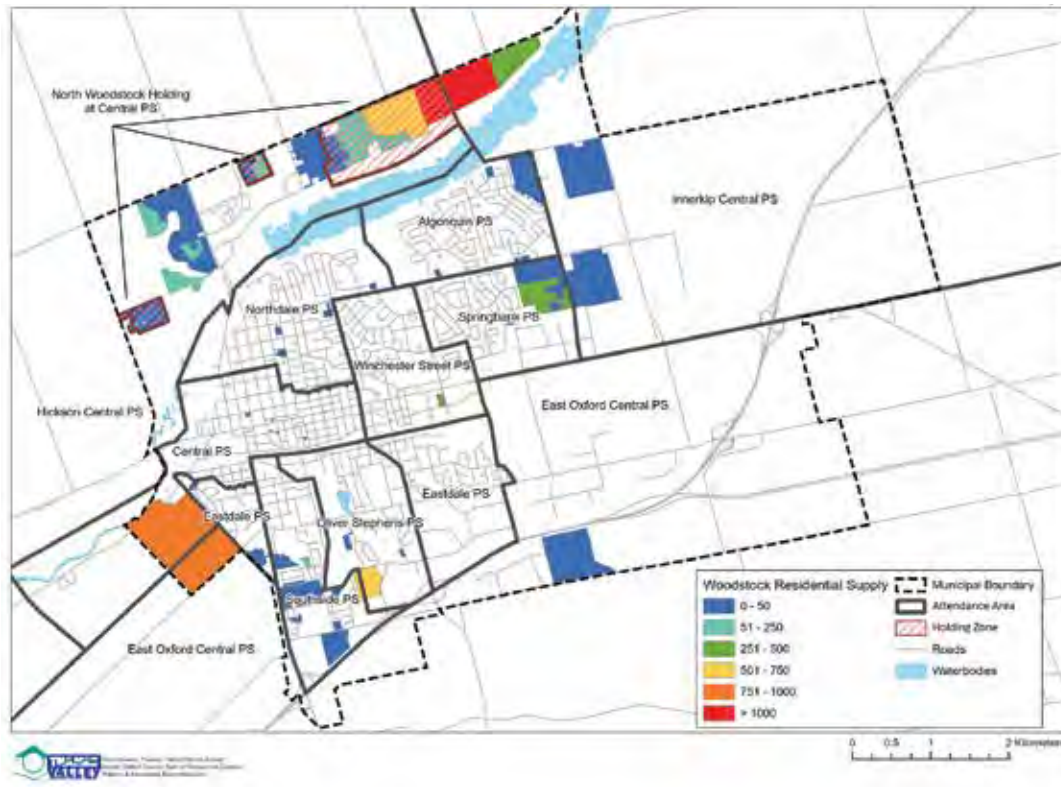


System Secondary Enrolment and Facility Utilization 17/18 to 23/24

- Enrolment has been steadily growing since 15/16 after a period of slight decline
- Enrolment has grown approximately 3% since 15/16
- The last year of declining secondary enrolment at Thames Valley was 15/16
- The COVID-19 Pandemic did not significantly impact secondary panel enrolment in 20/21
- Stable enrolment over this period can be attributed to factors such as: immigration, migration, economic stability and relative cost of living particularly within urban centres across the district



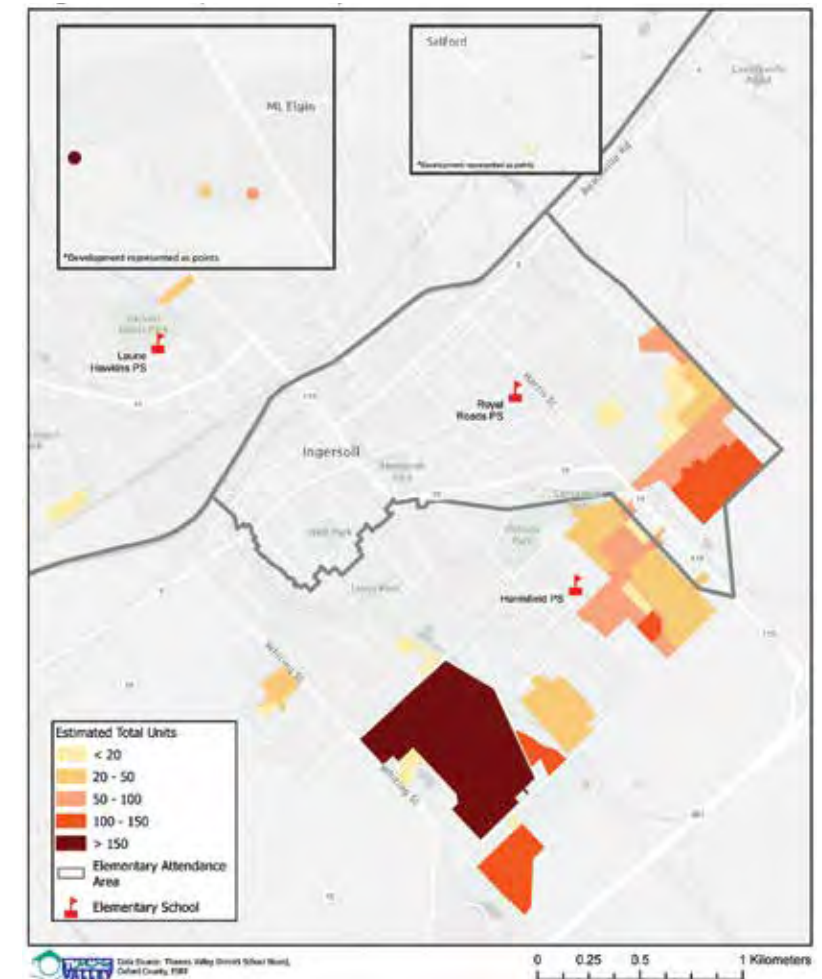
2023 Growth & Development in the City of Woodstock & Town of Ingersoll



The majority of the growth and development occurring in the City of Woodstock can be attributed to residential development occurring in the north, east, and southwest areas of the City. Many increases in residential land supply have been approved along the municipal boundary as the core of the City is largely built out and is accommodating limited infill development. North Woodstock in particular is experiencing significant residential growth.



Most of the growth occurring in Ingersoll is taking place in the east and southern areas of the town, putting pressure on one of three elementary schools located in Ingersoll (Harrisfield PS). Additionally, moderate residential development outside of town, in communities such as Mount Elgin, is contributing to enrolment pressure in the area.



2022 New Dwelling Permits Across the District

TVDSB works closely with our municipal partners across the district and receives data that helps to inform student enrolment projections, Capital Priorities, and other accommodation work.

The following table summarizes new dwelling permits issued by local municipalities in 2022, as well as the number of active development plans in each municipality.

Please note: The development plans included in the table are at Plan of Subdivision or Site Plan stage, residential development only, and will produce more than 5 dwelling units.

| Municipality | Building Permits (units created) | | | Total | Development Active Development Plans |
|-------------------------|--|--|--------------------------|-------|--|
| | Low Density (single detached, semi-detached) | Medium Density (townhouses, rowhouses) | High Density (apartment) | | |
| City of London | | | | | |
| London | 659 | 662 | 1052 | 2583 | 227 |
| Middlesex County | | | | | |
| Southwest Middlesex | 5 | 0 | 0 | 5 | 4 |
| Newbury | 1 | 0 | 0 | 0 | 0 |
| Strathroy-Caradoc | 88 | 0 | 38 | 126 | 25 |
| Thames Centre | 23 | 0 | 0 | 23 | 14 |
| Middlesex Centre | 28 | 14 | 0 | 42 | 31 |
| North Middlesex | 10 | 0 | 0 | 10 | 8 |
| Adelaide Metcalfe | 4 | 0 | 0 | 4 | 0 |
| Lucan Biddulph | 13 | 0 | 57 | 70 | 15 |
| Oxford County | | | | | |
| Blandford-Blenheim | 6 | 0 | 0 | 6 | 10 |
| East Zorra-Tavistock | 34 | 9 | 2 | 45 | 10 |
| Ingersoll | 23 | 0 | 1 | 24 | 17 |
| Norwich | 70 | 28 | 0 | 98 | 12 |
| South-west Oxford | 17 | 0 | 0 | 17 | 4 |
| Tillsonburg | 68 | 131 | 129 | 328 | 26 |
| Woodstock | 280 | 16 | 26 | 322 | 49 |
| Zorra | 65 | 41 | 0 | 106 | 10 |
| Elgin County | | | | | |
| Aylmer | 13 | 10 | 4 | 27 | 2 |
| St. Thomas | 178 | 20 | 51 | 249 | 27 |
| Southwold | 70 | 0 | 0 | 70 | 7 |
| Dutton Dunwich | 58 | 1 | 0 | 59 | 1 |
| Newbury | 0 | 0 | 0 | 0 | 1 |
| Bayham | 35 | 0 | 0 | 35 | 4 |
| Malahide | 21 | 0 | 0 | 21 | 0 |
| West Elgin | 20 | 0 | 0 | 20 | 1 |
| Central Elgin | 108 | 0 | 0 | 108 | 16 |

Table reflects data received from local municipalities.



Section 2 - Reflect

School Facilities

Facility Inventory

Thames Valley District School Board offers elementary and secondary day school programming in 158 school facilities, in addition to a number of additional sites for alternative and adult education, recreational programming, and administration.

This Plan focuses on accommodation planning at elementary and secondary day schools.

| Region | Elementary Panel | Secondary Panel |
|-------------------|------------------|-----------------|
| London | 66 | 12 |
| Middlesex | 20 | 5 |
| Oxford | 25 | 5 |
| Bgin + St. Thomas | 20 | 5 |

Reflective of 22/23 school year.



Elementary Panel (23/24)

| | |
|------------------------------|-----|
| English Track (ET) | |
| Grade JK-8 | 111 |
| French Immersion Track (FI) | |
| Grade SK-8 | 10 |
| English Track | |
| Grade JK-3 | 2 |
| English Track | |
| Grade 4-8 | 3 |
| English Track | |
| Grade JK-6 | 3 |
| Dual Track - FI and ET | |
| FI Grade 1-8 / ET Grade JK-8 | 2 |
| Total Elementary Schools | 131 |

Secondary Panel (23/24)

| | |
|----------------------------|----|
| English Track (ET) | |
| Grade 9-12 | 16 |
| Dual Track - FI and ET | |
| Grade 9-12 | 5 |
| ET and Technology Emphasis | |
| Grade 9-12 | 6 |
| Total Secondary Schools | 27 |

Elementary Panel Changes

- Most French Immersion track schools will integrate one or more English track, Junior and Senior Kindergarten classes, subject to available capacity
- Summerside Public School was opened in September 2022
- Fairmont Public School and Westminster Central Public School closed at the end of the 21/22 school year as the result of previously completed pupil accommodation reviews
- Oliver Stephens PS became a dual-track French Immersion and English elementary school in September 2022 as a result of the previously completed Oxford County French Immersion and City of Woodstock Elementary Panel Attendance Area Review
- Attendance area changes for the London elementary panel took effect in September 2023 as a result of the previously completed London Elementary Attendance Area Review

Overview of 23/24 Capital Priorities Program Funding Submissions

In August 2023, the Ministry of Education announced that school boards were able to submit funding requests to the Ministry.

Thames Valley submitted eight business cases requesting a total of more than \$210 million in Capital Priorities Program funding.

Thames Valley is currently awaiting the results of this funding round.

Requested New School Facilities

West London Elementary School with Child Care

Category: Accommodation Pressure

Project Ranking: 1a

Proposal: 525 pupil place elementary school
with 88 child care spaces

Estimated cost: \$30.9 million

Lucan Elementary School with Child Care

Category: Accommodation Pressure

Project Ranking: 1b

Proposal: 531 pupil place elementary school
with 88 child care spaces

Estimated cost: \$28.1 million

Southeast London Elementary School with Child Care

Category: Accommodation Pressure

Project Ranking: 1c

Proposal: 655 pupil place elementary school
with 88 child care spaces

Estimated cost: \$31.7 million

Southwest London Elementary School with Child Care

Category: Accommodation Pressure

Project Ranking: 1d

Proposal: 724 pupil place elementary school
with 88 child care spaces

Estimated cost: \$38.4 million

Ingersoll Elementary School with Child Care

Category: Accommodation Pressure

Project Ranking: 1e

Proposal: 430 pupil place elementary school
with 88 child care spaces

Estimated cost: \$27.3 million

Requested Addition at Existing School Facility

Addition at West Nissouri PS

Category: Accommodation Pressure

Project Ranking: 1g

Proposal: 9 classroom addition

- 8 grade 1-8 classrooms
- 1 additional arts room
- 207 new pupil places
- New OTG capacity of 599

Estimated cost: \$5.2 million

Thamesford Elementary School with Child Care

Category: Accommodation Pressure

Project Ranking: 1f

Proposal: 453 pupil place elementary school
with 88 child care spaces

Estimated cost: \$22 million

North Central London Elementary School
with Child Care

Category: Accommodation Pressure

Project Ranking: 1h

Proposal: 507 pupil place elementary school
with 88 child care spaces

Estimated cost: \$26.4 million

Section 2 - Reflect Accommodation Planning at Thames Valley

22/23 Year in Review

Initiation & Completion of St. Thomas Elementary
Panel Attendance Area Review
November 2022 - June 2023

Initiation of the London Secondary Panel Attendance
Area Review
January 2023

Annual Community Planning and Facility
Collaboration Opportunities Meetings with
Partners from London, Middlesex, Oxford,
St. Thomas and Elgin.

February - March 2022

Initiation of the Oxford North Attendance Area
Review (ONAAR)
April 2023

Implementation of the London Elementary Panel
Attendance Area Review
September 2023

23/24 to Date

Continuation of the London Secondary
Panel Attendance Area Review
Ongoing

Initiation of the Middlesex Elementary
Attendance Area Review
October 2023

Submission Deadline for 23/24 round of Capital
Priorities Program
October 2023



Capital Projects Related to Accommodation Planning at Thames Valley

Approved Capital Projects

- New Belmont elementary school [land acquired] (approved in 2020)
- New Northwest London elementary school [land acquired] (approved in 2020)
- New North Woodstock elementary school [land acquired] (approved in 2021)
- New Southwest London elementary school [land acquired] (approved in 2022)
- Eagle Heights Public School addition (approved in 2022)



Share

Section 3 of the Accommodation Plan explores each of the twenty-four (24) Planning Areas across the district, summarizing strategies for action at both the individual school level and by Planning Area.

Each Planning Area within the Accommodation Plan aggregates a number of historically smaller study areas and combines data and information from across both the elementary and secondary panel in order to present connected and dynamic recommended accommodation strategies. Accommodation strategies are presented at the school level, where applicable, and for the Planning Area as a whole.

In addition to Planning Area summaries, this section includes an overview of French Immersion attendance areas, interim accommodations measures and the 23/24 opportunities for facility partnership based on facility utilization.

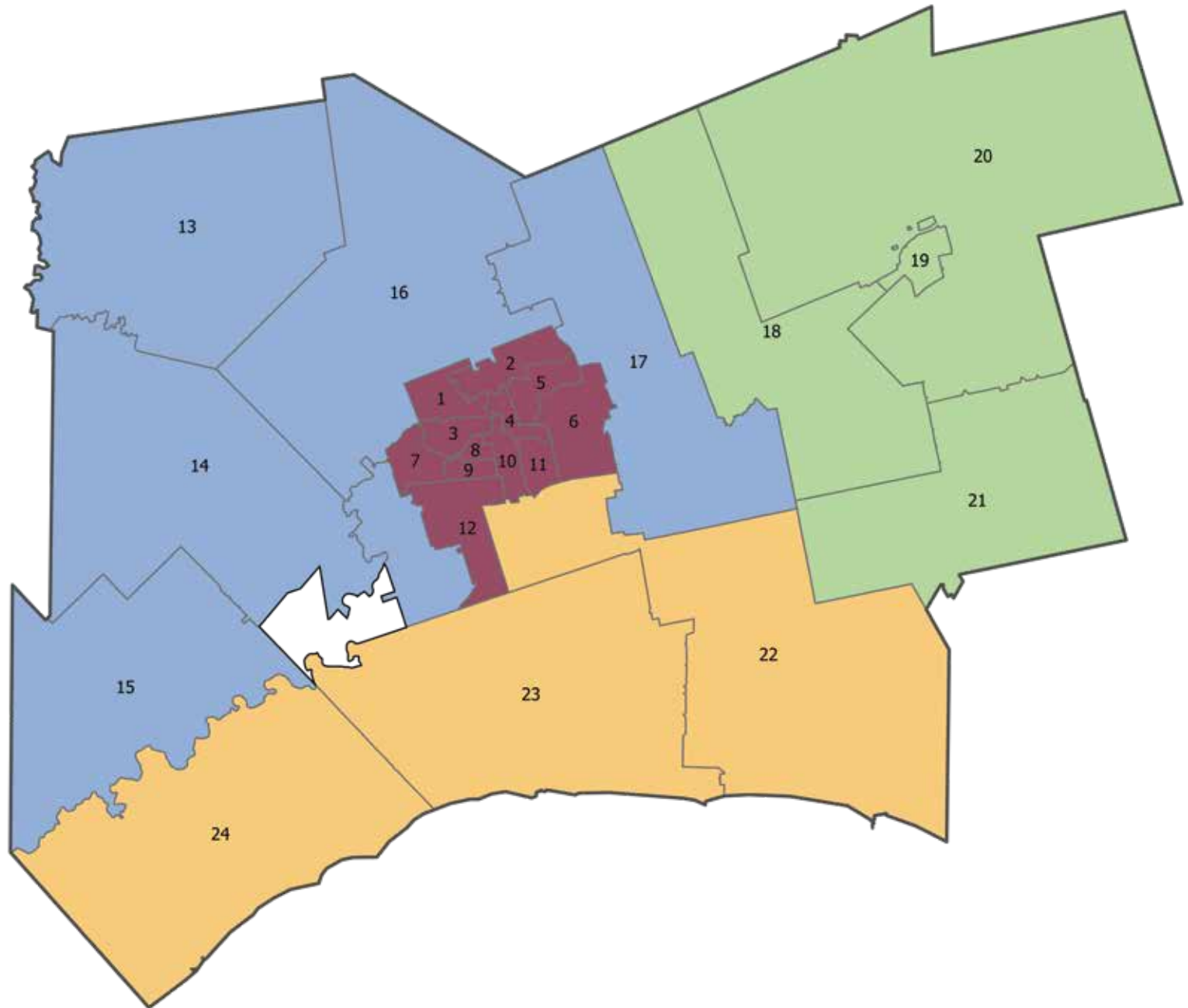
| | |
|--------------------------------------|-----|
| Section 3 - Share | 33 |
| Key Map of Planning Areas | 34 |
| System Overview Elementary Panel | 35 |
| System Overview Secondary Panel | 36 |
| City of London: Regional Snapshot | 39 |
| PA01: Northwest London | 41 |
| PA02: North Central/Northeast London | 43 |
| PA03: West London | 45 |
| PA04: Downtown/Central London | 47 |
| PA05: East London | 49 |
| PA06: Southeast London | 51 |
| PA07: Byron (London) | 53 |
| PA08: West Central London | 55 |
| PA09: South Central London | 57 |
| PA10: South London | 59 |
| PA11: East Central London | 61 |
| PA12: Southwest London | 63 |
| Middlesex County: Regional Snapshot | 65 |
| PA13: North Middlesex | 67 |
| PA14: West Middlesex | 69 |
| PA15: Southwest Middlesex | 71 |
| PA16: Central Middlesex | 73 |
| PA17: East Middlesex | 75 |
| Oxford County: Regional Snapshot | 77 |
| PA18: West Oxford | 79 |
| PA19: Woodstock | 81 |
| PA20: North/East Oxford | 83 |
| PA21: South Oxford | 85 |
| Elgin County: Regional Snapshot | 87 |
| PA22: East Elgin | 89 |
| PA23: St. Thomas/Central Elgin | 91 |
| PA24: West Elgin | 95 |
| Focus on French Immersion | 97 |
| Focus on Interim Accommodation | 99 |
| Focus on Partnership Opportunities | 105 |
| Glossary of Terms | 107 |
| Appendix | 108 |

Key Map of Planning Areas

- PA01: Northwest London
- PA02: North Central / Northeast London
- PA03: West London
- PA04: Downtown / Central London
- PA05: East London
- PA06: Southeast London
- PA07: Byron (London)
- PA08: West Central London
- PA09: South Central London
- PA10: South London
- PA11: East Central London
- PA12: Southwest London
- PA13: North Middlesex
- PA14: West Middlesex
- PA15: Southwest Middlesex
- PA16: Central Middlesex
- PA17: East Middlesex
- PA18: West Oxford
- PA19: Woodstock
- PA20: North / East Oxford
- PA21: South Oxford
- PA22: East Elgin / South London
- PA23: St. Thomas / Central Elgin
- PA24: West Elgin



First Nations (Chippewas of the Thames, Munsee-Delaware, Oneida Nation of the Thames)



Section 3 - Share

Observations

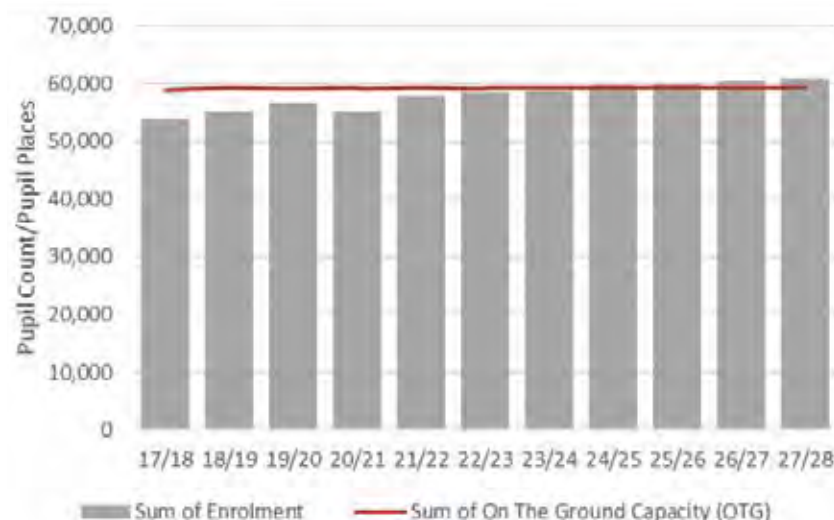
- Enrolment is projected to increase an average 1.14% per year from 23/24 to 27/28
- Facility utilization across the elementary panel is projected to exceed 100% by 24/25
- Projected increases in enrolment are attributed to factors such as: immigration, migration, economic stability, and relative cost of living across the district
- Enrolment growth is projected to be variable across the district with the majority of growth in settlement areas
- Imbalance between enrolment and space is projected to continue

Refer to Section 1 for Enrolment Projection Methods and Assumptions



System Overview

Elementary Panel



Observations

- Enrolment projected to increase an average of 0.85% per year from 23/24 to 27/28
- Projected increases in secondary enrolment are attributed to factors such as: progression from elementary to secondary, immigration, migration, economic stability and relative cost of living across the district
- Imbalance between enrolment and space is projected to continue

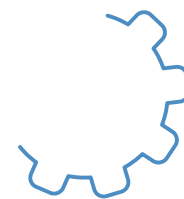
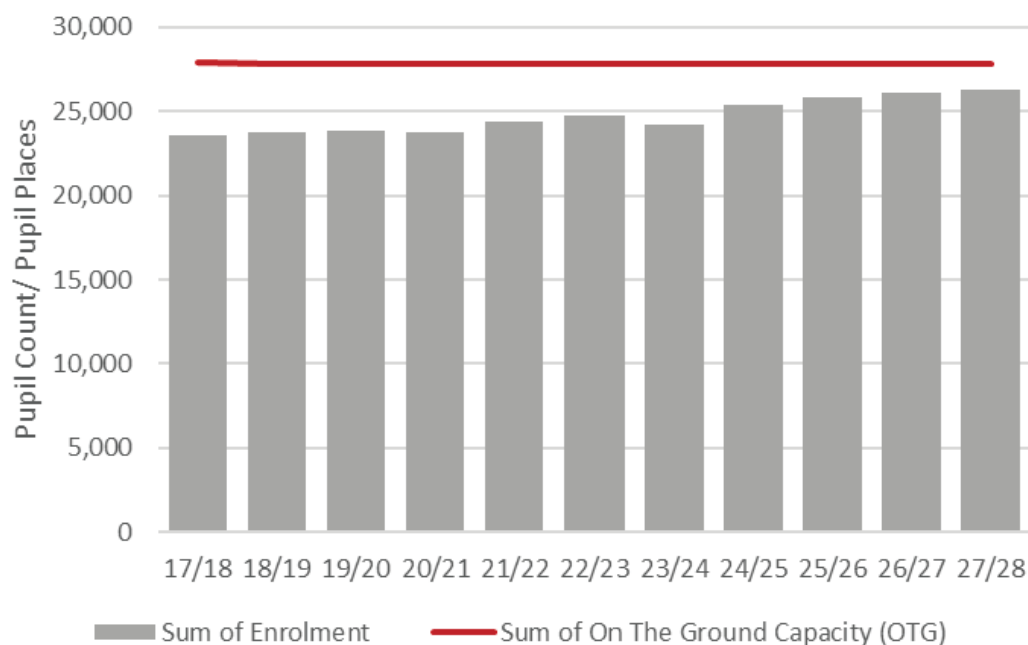
Assumptions

- Enrolment is projected as pupil count.
- Enrolment count includes enrolment from Thames Valley Alternative Education and GA Wheable SS

Refer to Section 1 for Enrolment Projection Methods and Assumptions



Secondary Panel





Planning Area Summaries

How to Read this Section

Each Planning Area summary is laid out across two pages. The top page provides a snapshot of key data, indicators and future Capital Priorities and accommodation actions. This page contains a map of the Planning Area with each of the schools within the Planning Area labeled.

Below each school label is a data summary based on 23/24 pupil enrolment, facility capacity, utilization rate, and number of portables / portapaks on-site.

| | | |
|------------------|---|------|
| Stoney Creek PS | | |
| OTG Capacity |  | 804 |
| Enrolment |  | 965 |
| Utilization Rate | | 120% |

The above school summary for Stoney Creek PS indicates the following:

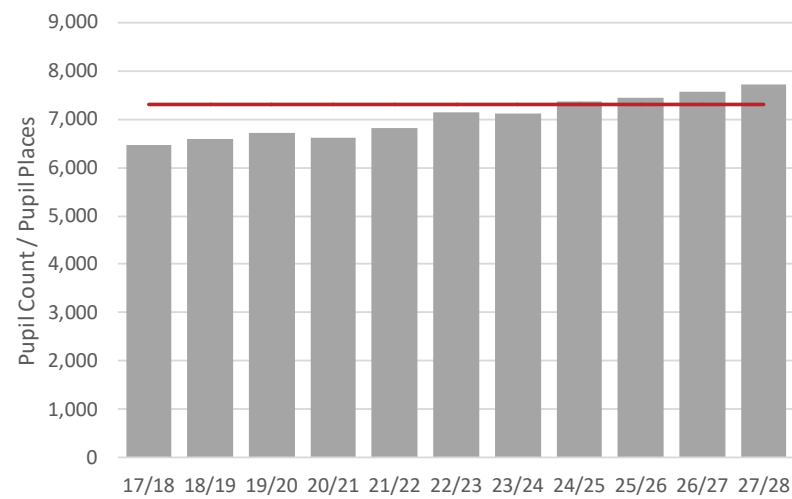
- The existing OTG Capacity of the school facility is 804 pupil places;
- October 31, 2023 enrolment was 965 pupils;
- October 31, 2023 utilization rate was 120%;

For school-specific enrolment trends, please refer to the enrolment projections in the Appendix.

For school-specific portable counts, please see the Focus on Interim Accommodation section.

How to Read this Section

The bottom portion of the Planning Area summary provides a visual overview of the historic and projected total pupil enrolment and OTG capacity and key figures and observations. This information reflects the Planning Area totals by panel, where applicable. Note: not all Planning Areas contain schools in both panels.



Changes to the red line representing OTG capacity represent the addition or removal of pupil places through the opening of new schools, additions, consolidations or closures.

The lower portion of the bottom page highlights the number of schools, portables, portapaks, and / or holding zones within a Planning Area, in addition to offering key observations and summarizing activity that has taken place in the area.

5Elementary Schools

Activity in the Area

- Holding Zones established in 2001 (Sunningdale) and 2013 (Fox Hollow)
- 17/18: Opening of Sir Arthur Currie PS
- 19/20: Submission of Capital Priorities Program funding requests for a new Northwest London elementary school
- October 2020: Capital Priorities funding approved for the construction of a new Northwest London elementary school; currently searching for a school site
- 21/22: Removal of one special education class at Wilfrid Jury PS; total number of special education classes at school is now 2
- 19/20: Restrictions on new out of area registrations implemented
- 20/21: All schools included in the ongoing London Attendance Area Review
- 22/23: Holding Zone Amendment was passed on November 23rd to deal with the accommodation pressures at Sir Arthur Currie PS
 - New K-8 families from the Sir Arthur Currie PS attendance area attend Knollwood Park PS commencing January 1, 2022 until a new elementary school opens in northwest London.
- 21/22: New K-8 families in the Fox Hollow West holding zone attend Wilfrid Jury PS and the families in Sunningdale North attend University Heights PS commencing in the 2022-23 school year until a new elementary school opens in northwest London
- All new K-8 families in the Fox Hollow West holding zone attend Wilfrid Jury PS and the families in Sunningdale North attend University Heights PS commencing in the 2022-23 school year until a new elementary school opens in northwest London

2Holding Schools

Observations

- Area continues to grow rapidly with substantial development anticipated over the 5-year planning horizon. Development primarily concentrated in Fox Hollow and Sunningdale neighbourhoods, with some development occurring in Hyde Park as well

Elementary

- Average annual projected enrolment change: decrease of 0.2%
- Split elementary attendance areas and holding zones designated to attend multiple secondary schools
- Persistent growth with deficit of approximately 599 pupil places projected in 26/27 if status quo maintained

Secondary

- Average annual projected enrolment change: increase of 3.4%
- Significant growth projected in existing community due to large cohorts in elementary feeder schools
- Persistent overutilization with deficit of approximately 605 pupil places projected in 26/27 if status quo maintained

1Secondary School

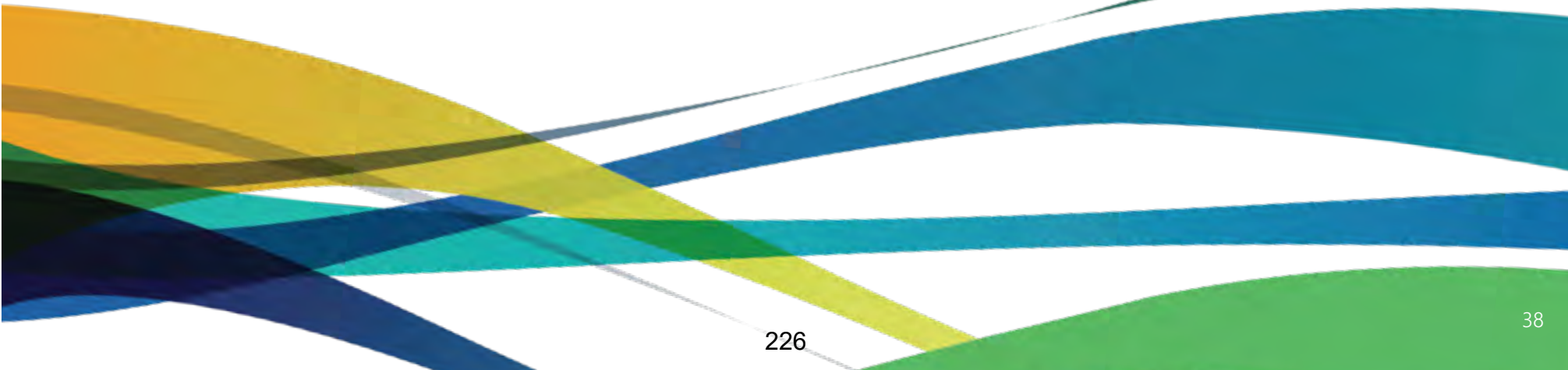
Programming: Elementary

Five K-8 English Track

Programming: Secondary

Grade 9 - 12 French Immersion
Specialist High Skills Majors:
Business, Sports

This area also provides an overview of programming available within the Planning Area and the number of classes within each school, where applicable.

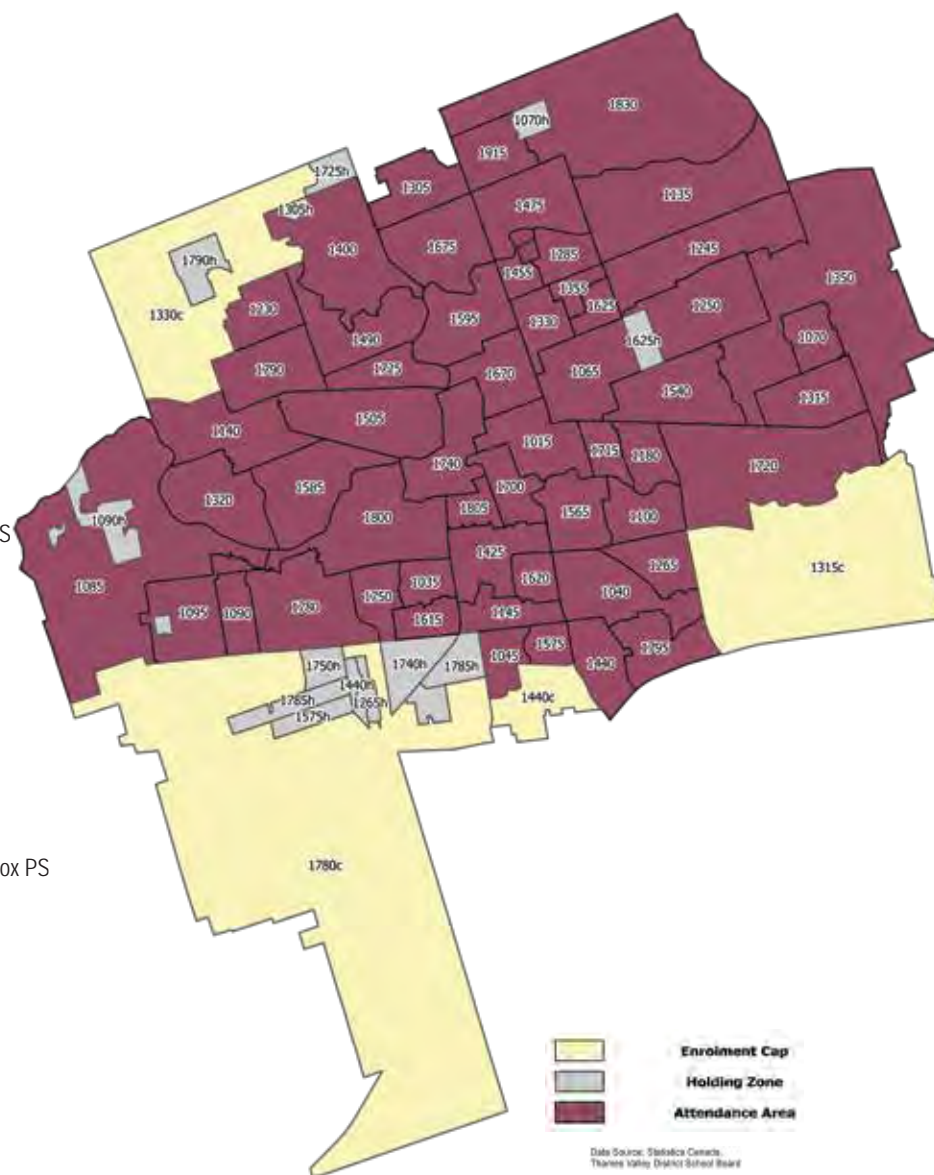




City of London

Elementary Schools by School Code

| | |
|--|--|
| 1005 - Lambeth PS | 1455 - Northbrae PS |
| 1015 - Aberdeen PS | 1475 - Northridge PS |
| 1035 - Arthur Ford PS | 1490 - Orchard Park PS |
| 1040 - Arthur Stringer PS | 1505 - Eagle Heights PS |
| 1045 - Ashley Oaks PS | 1540 - Prince Charles PS |
| 1065 - East Carling PS | 1565 - Princess Elizabeth PS |
| 1070 - Bonaventure Meadows PS | 1575 - Rick Hansen PS |
| 1070h - Northeast London Holding at Bonaventure Meadows PS | 1575h - Colonel Talbot Holding at Rick Hansen PS |
| 1085 - Byron Northview PS | 1585 - Riverside PS |
| 1090 - Byron Somerset PS | 1595 - Old North PS |
| 1090h - Byron Holding at Byron Somerset PS | 1615 - Sir Isaac Brock PS |
| 1095 - Byron Southwood PS | 1620 - Sir G.E. Cartier PS |
| 1100 - C.C. Carrothers PS | 1625 - Sir John A. Macdonald PS |
| 1135 - Chippewa PS | 1625h - East London Holding at Sir John A. MacDonald PS |
| 1140 - Clara Brenton PS | 1670 - St. George's PS |
| 1145 - Cleardale PS | 1675 - Stoneybrook PS |
| 1180 - Ealing PS | 1700 - Tecumseh PS |
| 1230 - Emily Carr PS | 1715 - Trafalgar PS |
| 1245 - Evelyn Harrison PS | 1720 - Tweedsmuir PS |
| 1250 - Forest City PS | 1725 - University Heights PS |
| 1265 - Glen Cairn PS | 1725h - Sunningdale Holding at Ryerson PS |
| 1265h - East Kilbourne Holding at Glen Cairn PS | 1740 - Victoria PS |
| 1285 - Hillcrest PS | 1740h - Bostwick Holding at Victoria PS |
| 1305 - Jack Chambers PS | 1750 - W. Sherwood Fox PS |
| 1305h Sunningdale Court Holding at Jack Chambers PS | 1750h - Talbot Village Phase 2 Holding at W. Sherwood Fox PS |
| 1315 - John P. Roberts PS | 1780 - Westmount PS |
| 1315c - Summerside PS Capped at J.P. Roberts PS | 1785h - Longwoods Holding at White Oaks PS |
| 1320 - John Dearnness PS | 1785h - Southwest London Holding at White Oaks PS |
| 1330 - Knollwood Park PS | 1790 - Wilfrid Jury PS |
| 1330c - Sir Arthur Currie PS Capped at Knollwood Park PS | 1790h - Fox Hollow West Holding at Wilfrid Jury PS |
| 1350 - Lord Nelson PS | 1795 - Wilton Grove PS |
| 1355 - Lord Elgin PS | 1800 - Woodland Heights PS |
| 1400 - Masonville PS | 1805 - Wortley Road PS |
| 1425 - Mountsfield PS | 1830 - Cedar Hollow PS |
| 1440 - Nicholas Wilson PS | 1915 - Stoney Creek PS |
| 1440h - West Kilbourne Holding at Nicholas Wilson PS | |
| 1440c - White Oaks PS Capped at Nicholas Wilson PS | |

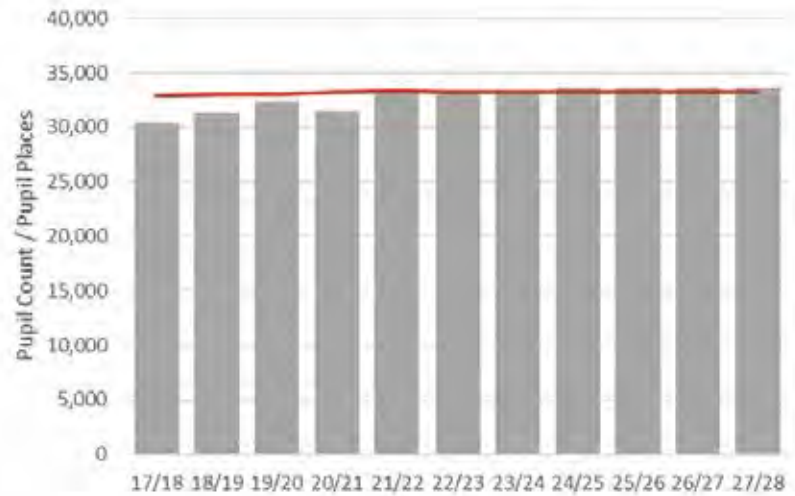


Regional Snapshot

City of London

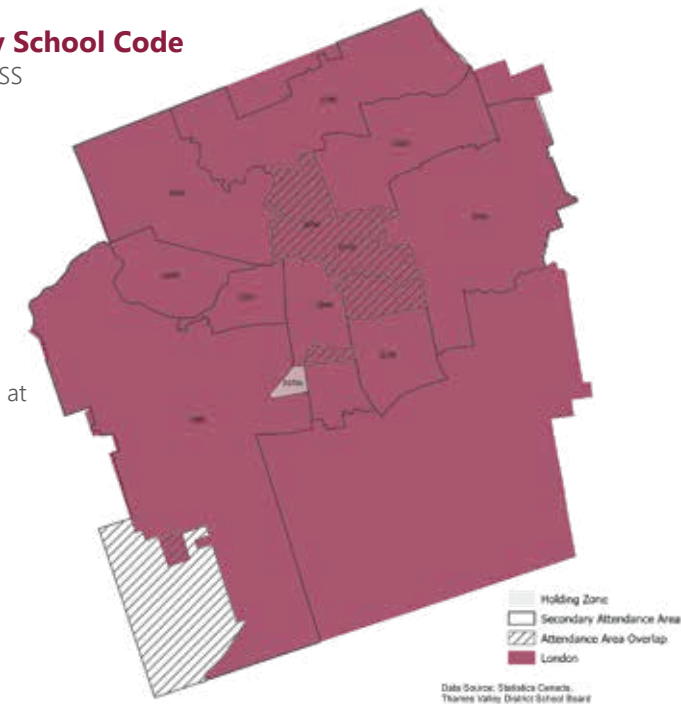
Elementary Panel

Enrolment and Facility Capacity



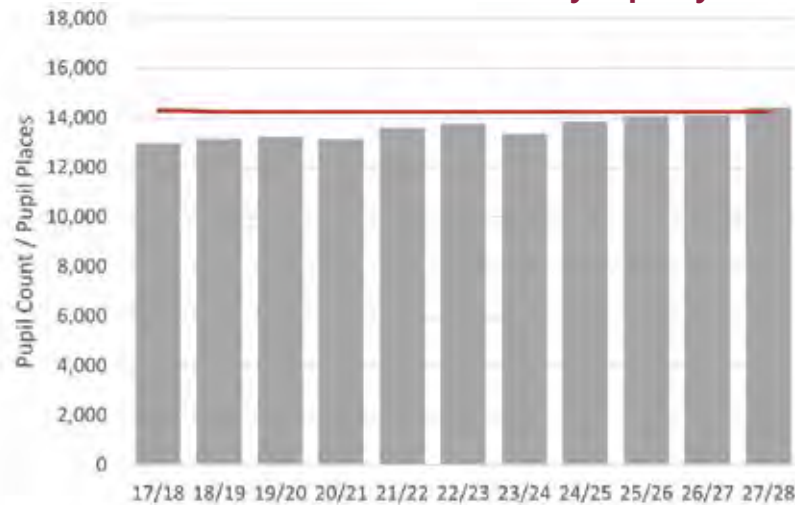
Secondary Schools by School Code

2040 - Sir Frederick Banting SS
 2070 - Central SS
 2080 - Clarke Road SS
 2140 - H.B. Beal SS
 2170 - Sir Wilfred Laurier SS
 2190 - A.B. Lucas SS
 2220 - Montcalm SS
 2250 - Oakridge SS
 2280 - Saunders SS
 2290 - London South CI
 2370 - Westminster SS
 2370h - Longwoods Holding at Westminster SS



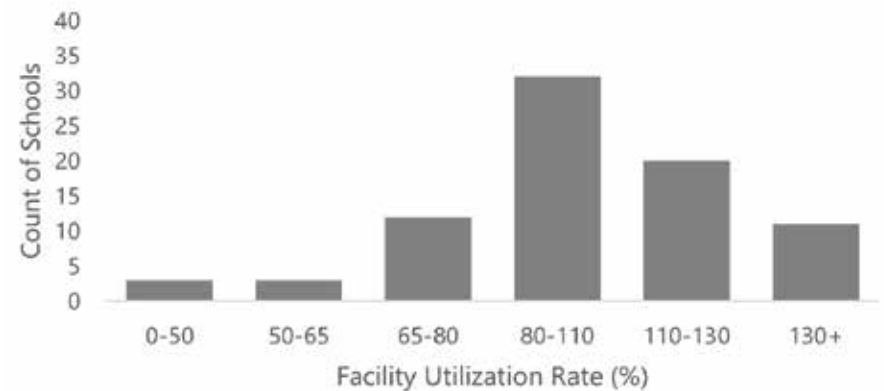
Secondary Panel

Enrolment and Facility Capacity



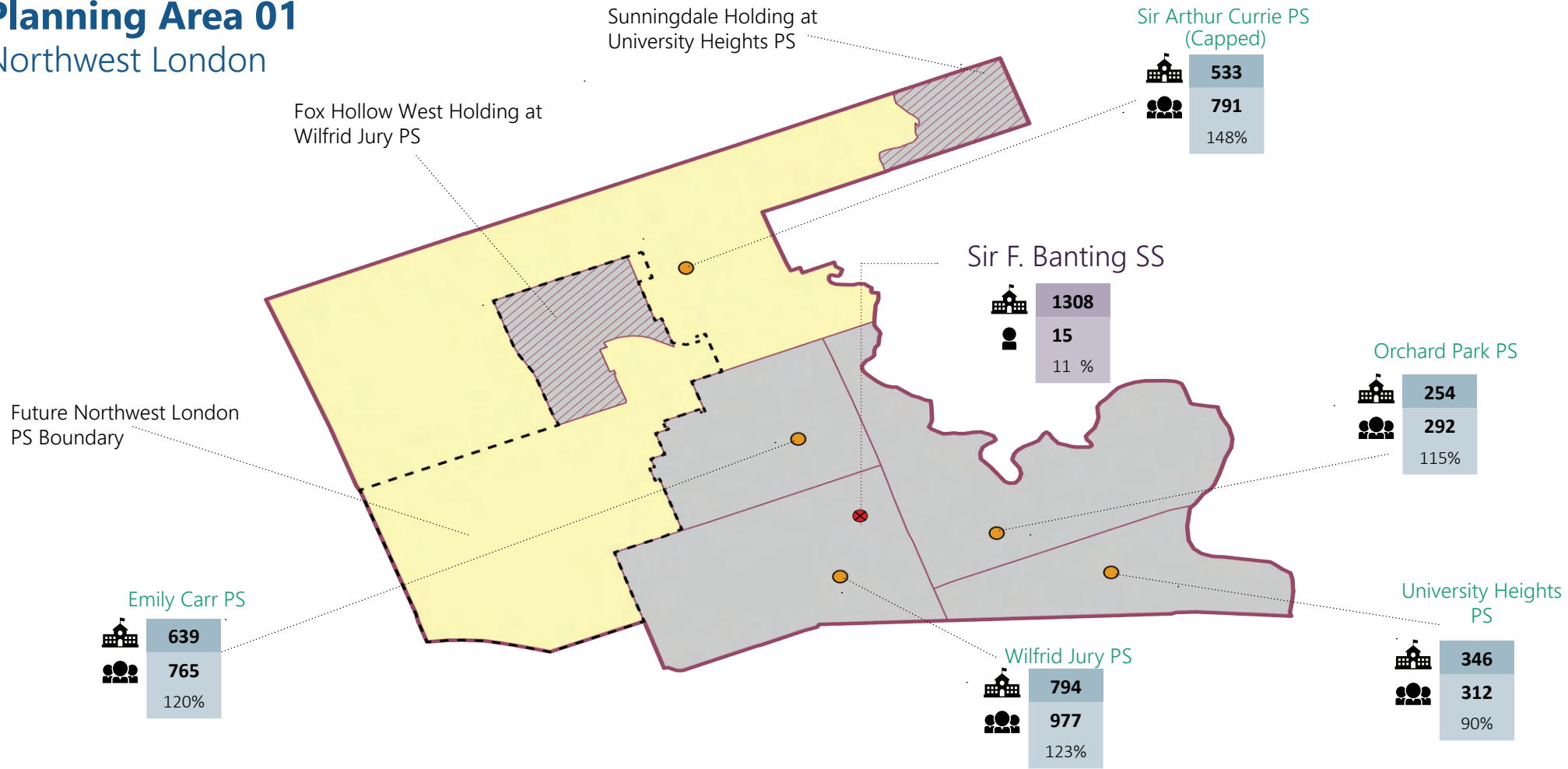
School Count by Facility Utilization Rate Range

All Schools



Planning Area 01

Northwest London



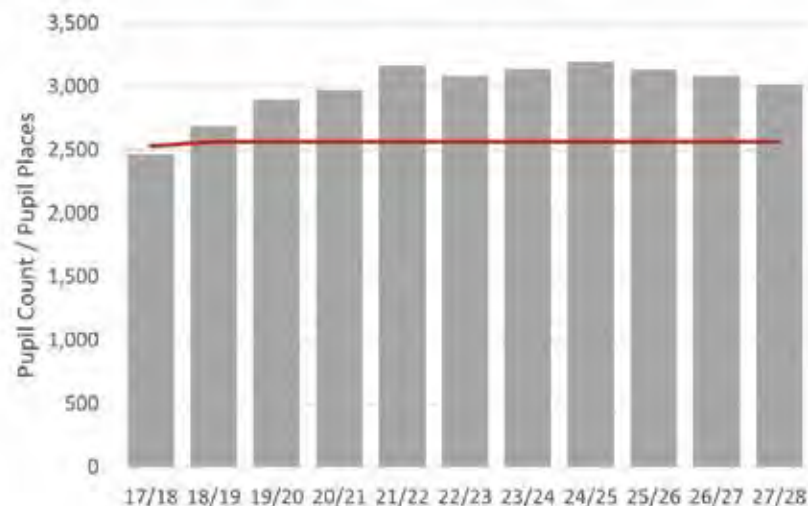
Future Capital Priorities

- New Northwest PS opening in September 2025

Future Attendance Area Reviews

- No changes anticipated at this time

Elementary Panel

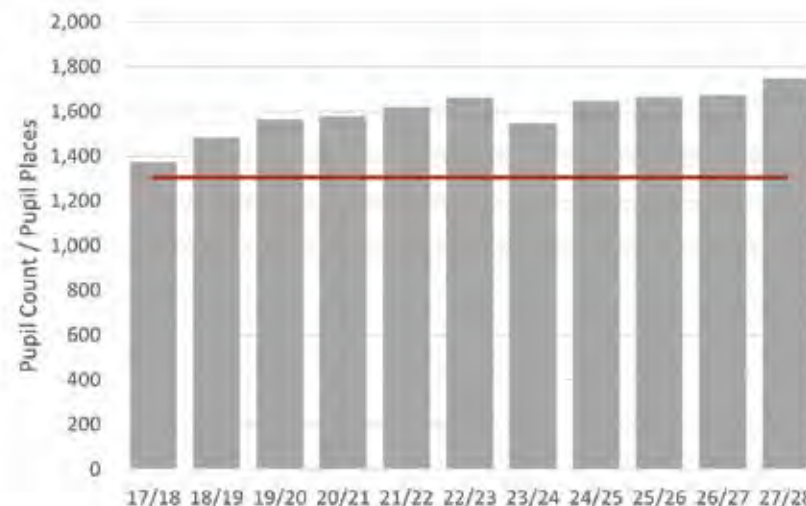


Elementary
Schools

Activity in the Area

- Holding Zones established in 2001 (Sunningdale) and 2013 (Fox Hollow)
- 17/18: Opening of Sir Arthur Currie PS
- 19/20: Submission of Capital Priorities Program funding requests for a new Northwest London elementary school
- October 2020: Capital Priorities funding approved for the construction of a new Northwest London elementary school; construction to begin 2024
- 21/22: Removal of one special education class at Wilfrid Jury PS; total number of special education classes at school is now two
- 19/20: Restrictions on new out of area registrations implemented
- 20/21: All schools included in the London Attendance Area Review
- 22/23: Holding Zone Amendment was passed on November 23, 2021 to deal with the accommodation pressures at Sir Arthur Currie PS:
 - New K-8 families from the Sir Arthur Currie PS attendance area attend Knollwood Park PS commencing January 1, 2022 until a new elementary school opens in northwest London.
 - New K-8 families in the Fox Hollow West holding zone attend Wilfrid Jury PS and the families in Sunningdale North attend University Heights PS commencing in the 2022-23 school year until a new elementary school opens in northwest London

Secondary Panel



Holding
Schools



Secondary
School

Observations

- Area continues to grow rapidly with substantial development anticipated over the 5-year planning horizon. Development primarily concentrated in Fox Hollow and Sunningdale neighbourhoods, with some development occurring in Hyde Park as well

Elementary

- Split elementary attendance areas and holding zones designated to attend multiple secondary schools
- Persistent growth but will have a surplus of approximately 352 pupil places in 27/28 once new Northwest London PS opens

Secondary

- Average annual projected enrolment change: increase of 4.6%
- Significant growth projected in existing community due to large cohorts in elementary feeder schools
- Persistent overutilization with deficit of approximately 425 pupil places projected in 27/28 if status quo maintained

Programming: Elementary

Five K-8 English Track

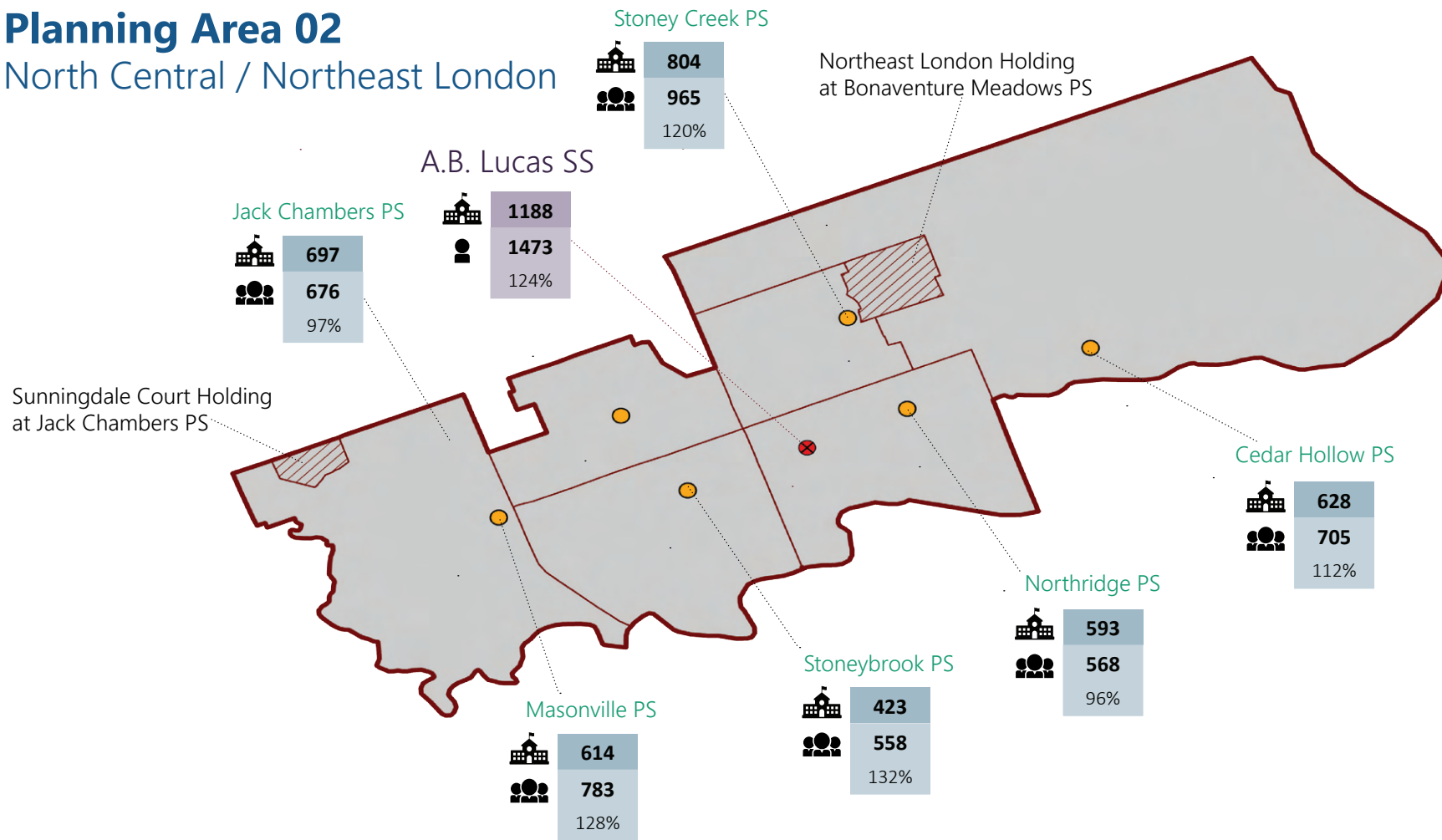
Programming: Secondary

Grade 9 - 12 French Immersion
Grade 9 - 12 English Track

Specialist High Skills Majors:
Business, Sports, Construction

Planning Area 02

North Central / Northeast London



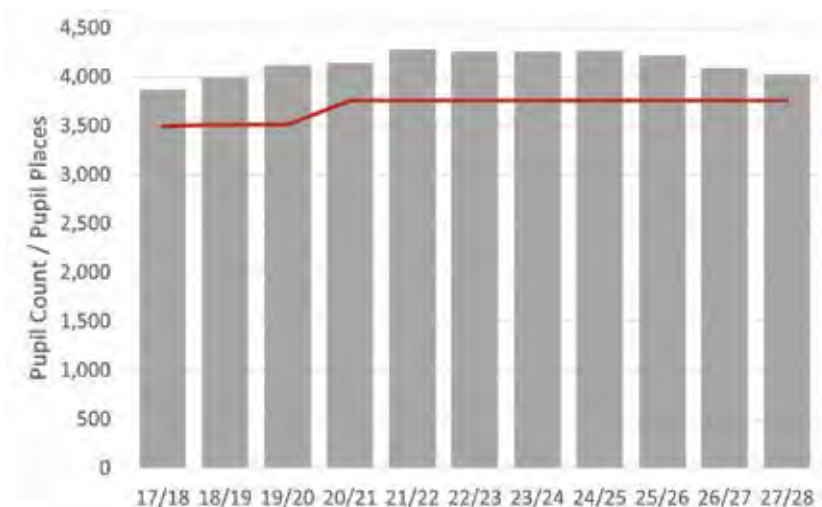
Future Capital Priorities

- New K - 8 North Central London Elementary School (requested in 2023)
- Addition at Cedar Hollow PS

Future Attendance Area Reviews

- No changes anticipated at this time

Elementary Panel



Elementary
Schools

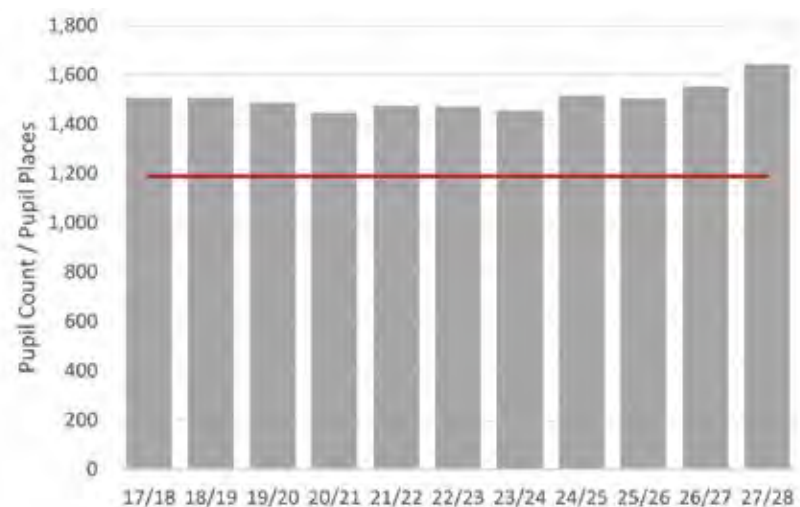
Activity in the Area

- 17/18: Opening of Cedar Hollow PS
- 19/20: Restrictions on new out of area registrations implemented (Secondary)
- 20/21: Construction of addition at Masonville PS completed
- 21/22: All schools included in the London Attendance Area Review
- 23/24: A.B. Lucas SS included in London Secondary Attendance Area Review

Observations

- Steady growth still occurring within the Planning Area, primarily within the Fanshawe and Stoney Creek neighbourhoods as approved subdivisions continue to build out

Secondary Panel



Secondary
School

Programming: Elementary

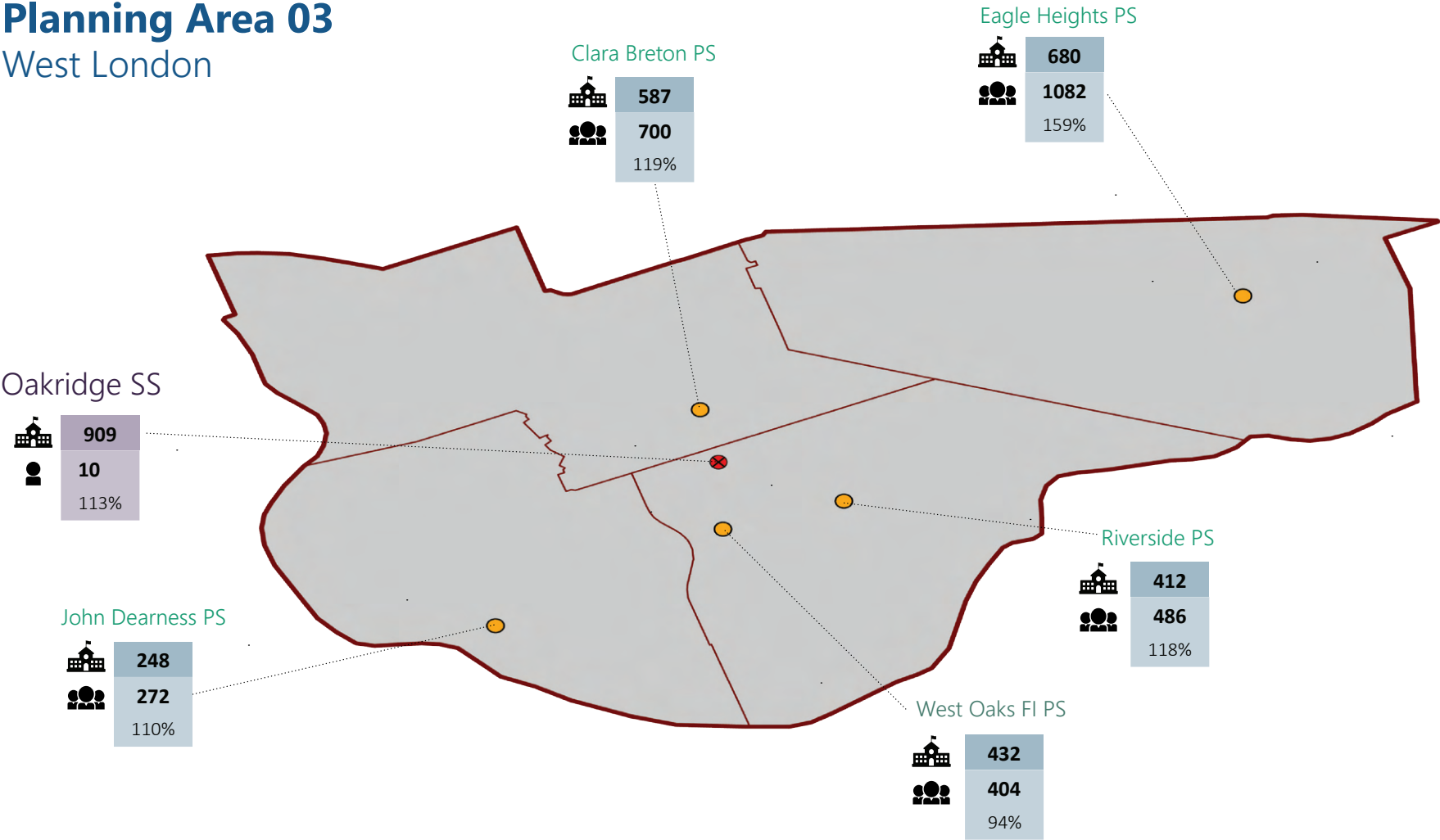
Six K - 8 English Track

Programming: Secondary

Grade 9 - 12 English Track
Specialist High Skills Majors:
Business, Construction, Sports

Planning Area 03

West London



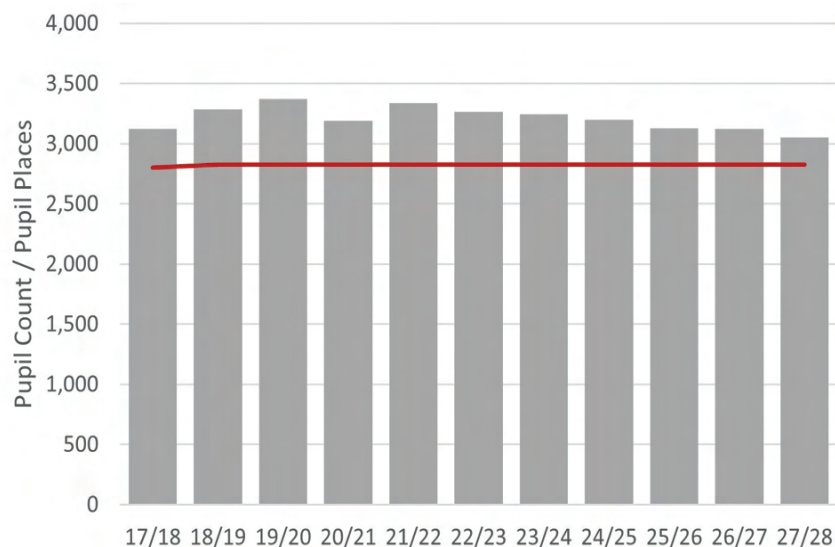
Future Capital Priorities

- Eagle Heights PS addition opening January 2025
- New K-8 West London Elementary School (Proudfoot Lane) (submit in 2027)

Future Attendance Area Reviews

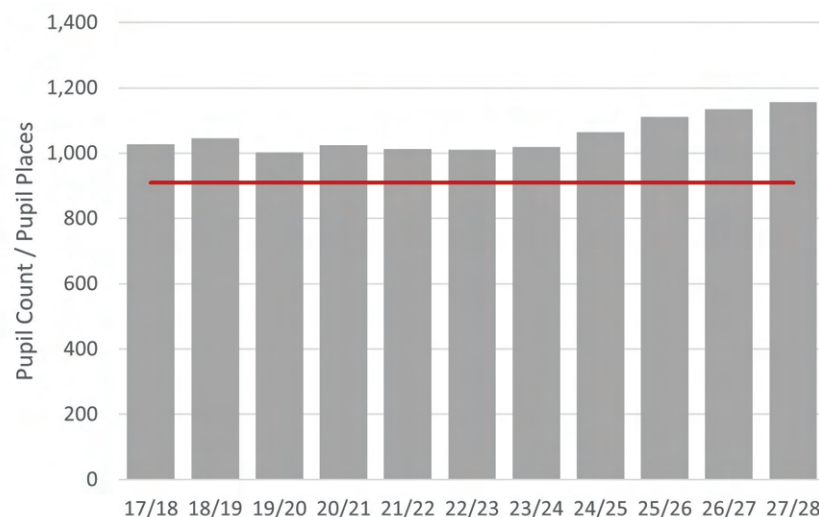
- No changes anticipated at this time

Elementary Panel



Elementary
Schools

Secondary Panel



Secondary
School

Activity in the Area

- 18/19: Introduction of International Baccalaureate (IB) Diploma Programme
- 19/20: Restrictions on new out of area registrations implemented
- May 2021: Submission of Capital Priorities Program funding request for an addition at Eagle Heights PS - approved
- 21/22: All schools included in the London Attendance Area Review
- 22/23: Oakridge SS included in the London Secondary Attendance Area Review

Observations

- Development anticipated through infill projects
- Elementary
- Split elementary attendance areas designated to attend multiple secondary schools
 - Persistent overutilization with deficit of approximately 226 pupil places projected in 27/28 if status quo maintained
- Secondary
- Average annual projected enrolment change: increase of 2.3%
 - Minimal growth projected in existing community
 - Persistent overutilization with deficit of approximately 237 pupil places projected in 27/28 if status quo maintained

Programming: Elementary

Four K - 8 English Track
One Gr. 1 - 8 French Immersion
 West Oaks FI PS
 English JK / SK Integration Sites



Programming: Secondary

Grade 9 - 12 Regular Track
 IB Diploma Programme
 Specialist High Skills Majors:
 Business, Health and Wellness



Planning Area 04

Downtown / Central London



London Central SS

| | |
|---|------|
|  | 786 |
|  | 985 |
| | 125% |



H.B. Beal SS

| | |
|---|------|
|  | 1857 |
|  | 159 |
| | 86% |



Aberdeen PS

| | |
|--|-----|
|  | 378 |
|  | 291 |
| | 77% |



Old North PS

| | |
|--|------|
|  | 438 |
|  | 485 |
| | 111% |



St. George's PS

| | |
|---|-----|
|  | 307 |
|  | 292 |
| | 95% |



Lord Roberts FI PS

| | |
|---|-----|
|  | 294 |
|  | 286 |
| | 97% |



Lester B. Pearson

| | |
|---|-----|
|  | 414 |
|  | 280 |
| | 68% |



Trafalgar PS

| | |
|---|-----|
|  | 409 |
|  | 165 |
| | 40% |

Ealing PS

| | |
|---|-----|
|  | 343 |
|  | 222 |
| | 65% |

B. Davison SS

| | |
|---|-----|
|  | 618 |
|  | 30 |
| | 5% |

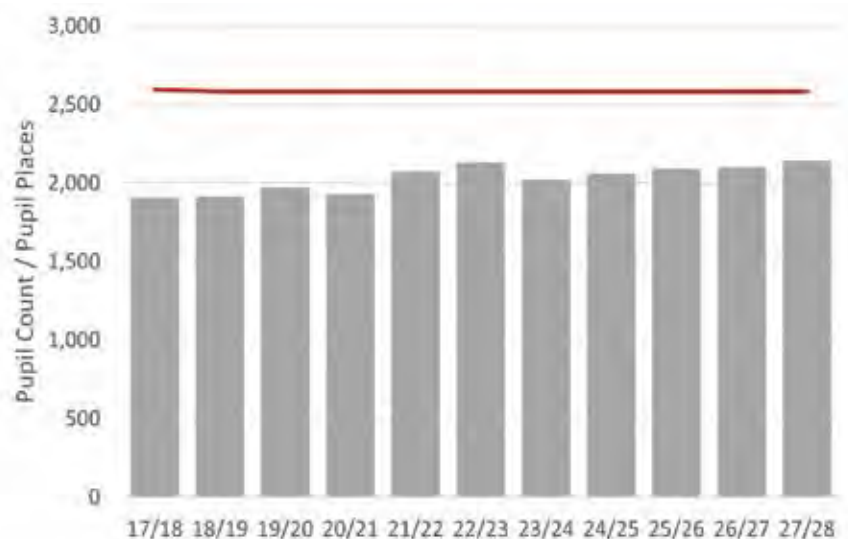
Future Capital Priorities

- No capital priorities currently planned for this area

Future Attendance Area Reviews

- No changes anticipated at this time

Elementary Panel



7 Elementary Schools

Activity in the Area

- 19/20: Restrictions on new out of area registrations implemented at H.B. Beal SS
- 19/20: Submission of Capital Priorities Program funding requests for a new Northwest London elementary school to accommodate students currently holding at Old North PS and to provide pressure relief at Sir Arthur Currie PS
- 20/21: Funding granted through Capital Priorities Program for new Northwest London elementary school. Anticipated opening September 2025.
- 20/21: All schools included in the London Attendance Area Review

Observations

- Moderate high density development anticipated through new tower construction

Secondary Panel



1 Holding School

Observations

Elementary

- Stable existing community with higher yield projected for new dwelling units
- Split elementary attendance areas designated to attend multiple secondary schools
- Overall underutilization with projected surplus of approximately 440 pupil places in 27/28 if status quo maintained

Secondary

- Average annual projected enrolment change: decrease of 4.5%
- Projected decrease at H.B. Beal SS and London Central SS with a combined projected surplus of approximately 645 pupil places



2 Secondary Schools

Programming: Elementary

Five K - 8 English Track
One Grade 1 - 8 French Immersion
One Specialization School

Lester B. Pearson School for the Arts (Grade 4 - 8)
 Lord Roberts FI PS English JK / SK Integration Site

Programming: Secondary

H.B Beal SS: Grade 9 – 12 English Track

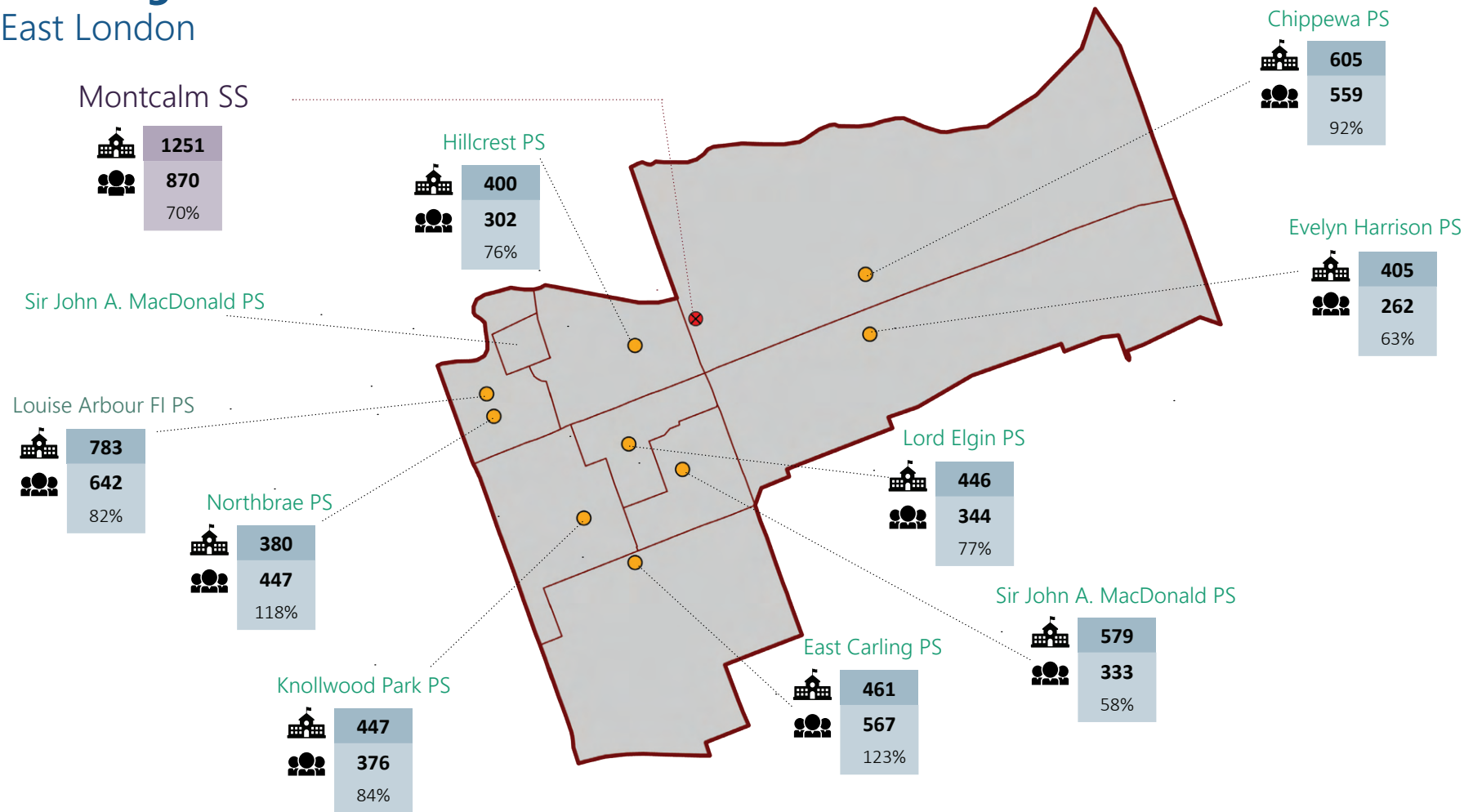
- ELD / ESL A+ B Designated Site, Specialist High Skills Majors: Arts and Culture, Business, Information & Communications Technology, Manufacturing, Sports; Education Service Agreements (FNMI), BealART

London Central SS: Grade 9 – 12 English Track

- Specialist High Skills Major: Health and Wellness

Planning Area 05

East London



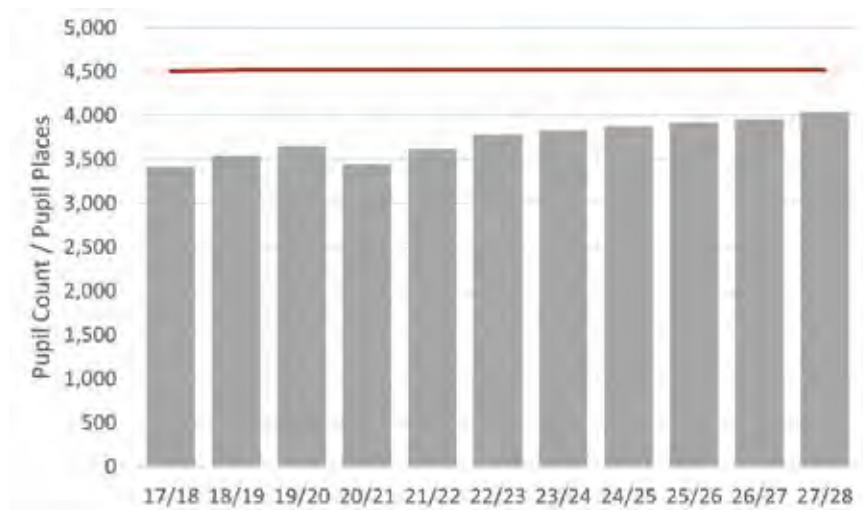
Future Capital Priorities

- New K-8 East London Elementary School (Fanshawe)

Future Attendance Area Reviews

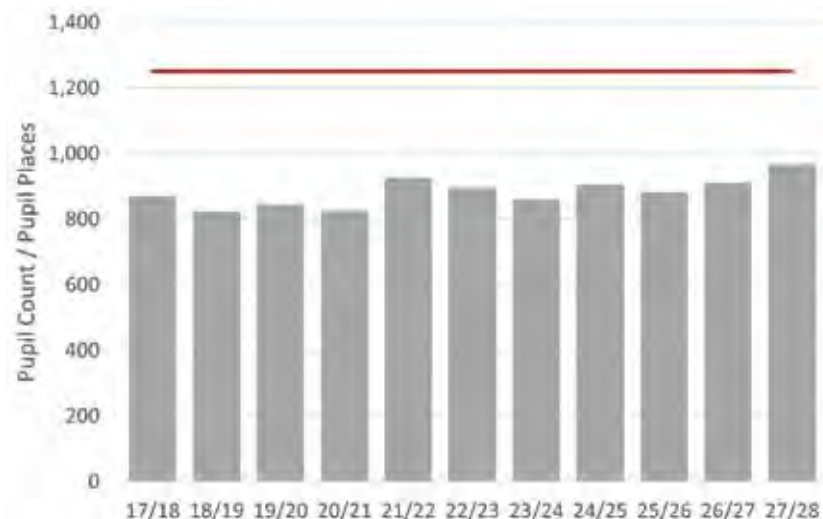
- No changes anticipated at this time

Elementary Panel



Elementary
Schools

Secondary Panel



Secondary
School

Activity in the Area

- 15/16: Closure of Lorne Ave PS; Enrolment consolidated at East Carling PS (former Bishop Townshend PS)
- October 2019: Opening of One World International Welcome Centre at Louise Arbour FI PS
- 20/21: All schools included in the London Attendance Area Review
- 22/23: Addition of two deaf and hard of hearing (DHH) classes from at Hillcrest PS due to the closure of Fairmont PS
- 22/23: Holding Zone Amendment was passed on November 23, 2022 to deal with the accommodation pressures at Sir Arthur Currie PS:
 - New K-8 families from the Sir Arthur Currie PS attendance area attend Knollwood Park PS commencing January 1, 2022 until a new elementary school opens in northwest London.
- 22/23: Kipps Lane Holding at Sir John A. MacDonald becomes permanent part of that boundary

Observations

- Significant development anticipated from Plans of Subdivision and high-density developments in the Chippewa PS and East Carling PS attendance areas.
- Elementary
- Average annual projected enrolment change: increase of 1.2%
 - Stable existing community
 - Split elementary attendance areas designated to attend multiple secondary schools
 - Overall underutilization projected with surplus of approximately 475 pupil places in 27/28 if status quo maintained; localized persistent overutilization projected at East Carling PS and Northbrae PS
- Secondary
- Average annual projected enrolment change: decrease of 2.9%
 - Variable enrolment trend projected with average annual change ranging from 3.2% to 0.4%
 - Slight growth projected in existing community
 - Projected surplus of approximately 291 pupil places in 27/28 if status quo maintained

Programming: Elementary

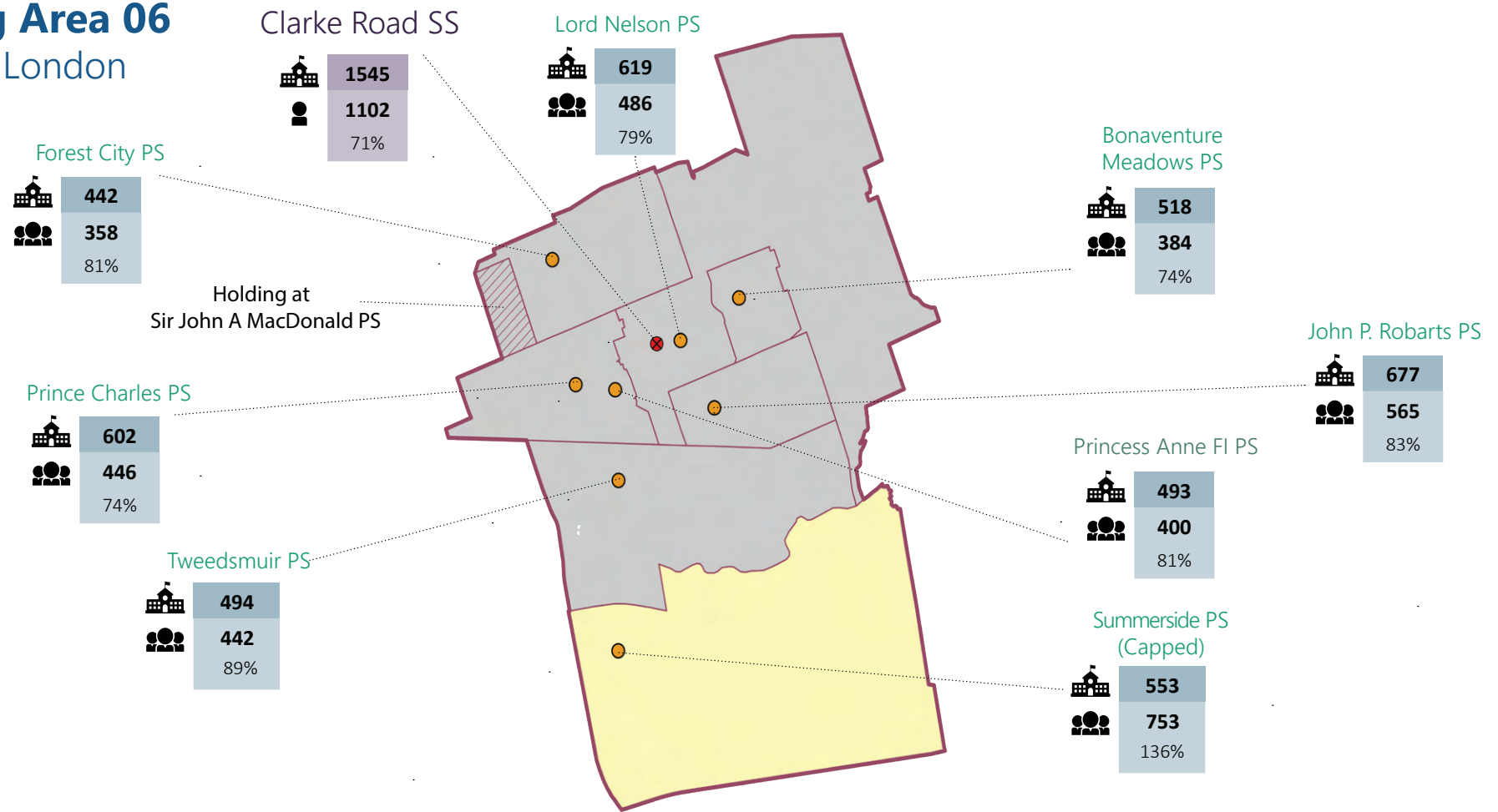
Eight K - 8 English Track
One 1-8 French Immersion
 Louise Arbour FI PS

Programming: Secondary

Grade 9 - 12 English Track
 Technology Emphasis
 ESL C/D/E Class
 Specialist High Skills Majors: Hospitality and Tourism,
 Aviation, Business, Transportation

Planning Area 06

Southeast London



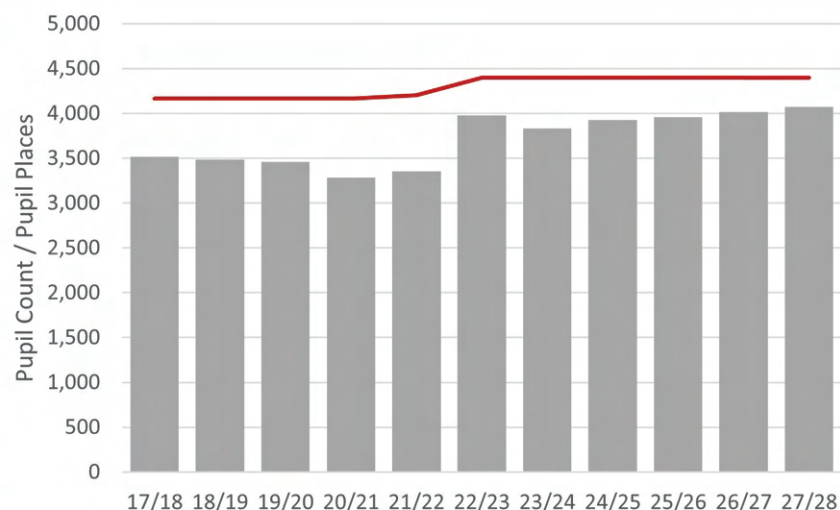
Future Capital Priorities

- New K-8 East London Elementary School (Former London Psychiatric Hospital lands)
- New K-8 Southeast London Elementary School (Jackson) (submitted in 2023)

Future Attendance Area Reviews

- No changes anticipated at this time

Elementary Panel



Elementary
Schools



Holding
Zone

Activity in the Area

- 20/21: Introduction of ESL C/D/E program offerings at Clarke Road SS
- 21/22: All schools included in London Attendance Area Review
- 21/22: Fairmont PS closed at the end of the 2021-2022 school year, and students now attend Tweedsmuir PS as of 2022-2023 as per EPAR02
- September 2022: Summerside PS opened. Holding zones formerly attending Fairmont PS, Princess Elizabeth PS, and Tweedsmuir PS now attend this school
- 21/22: Addition to Summerside requested through Capital Priorities submission (not approved)
- 21/22: New East London holding zone created on former Psych Hospital lands
- 22/23: Summerside capped to new registrations. Students from Summerside PS attendance area re-designated to John P. Robarts PS.

Observations

- New development anticipated primarily in Jackson neighbourhood as subdivisions continue to build out around new Summerside PS

Elementary

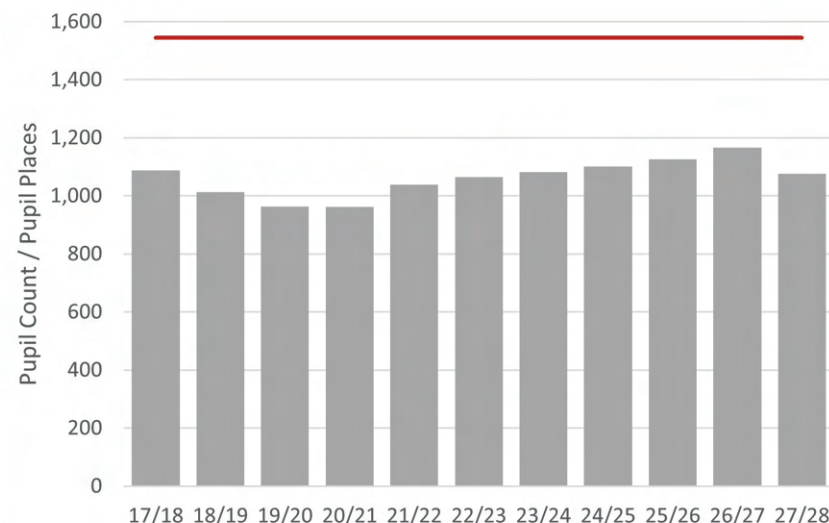
- Split elementary attendance areas designated to attend multiple secondary schools

Secondary

- Average annual projected enrolment change: decrease of 1.8%
- Slight growth projected in existing community
- Persistent underutilization with projected surplus of approximately 488 pupil places in 27/28 if status quo maintained

240

Secondary Panel



Holding
School



Secondary
School

Programming: Elementary

Eight K - 8 English Track
One Grade 1 - 8 French Immersion
Princess Anne FI PS
English JK/SK Integration Site

Programming: Secondary

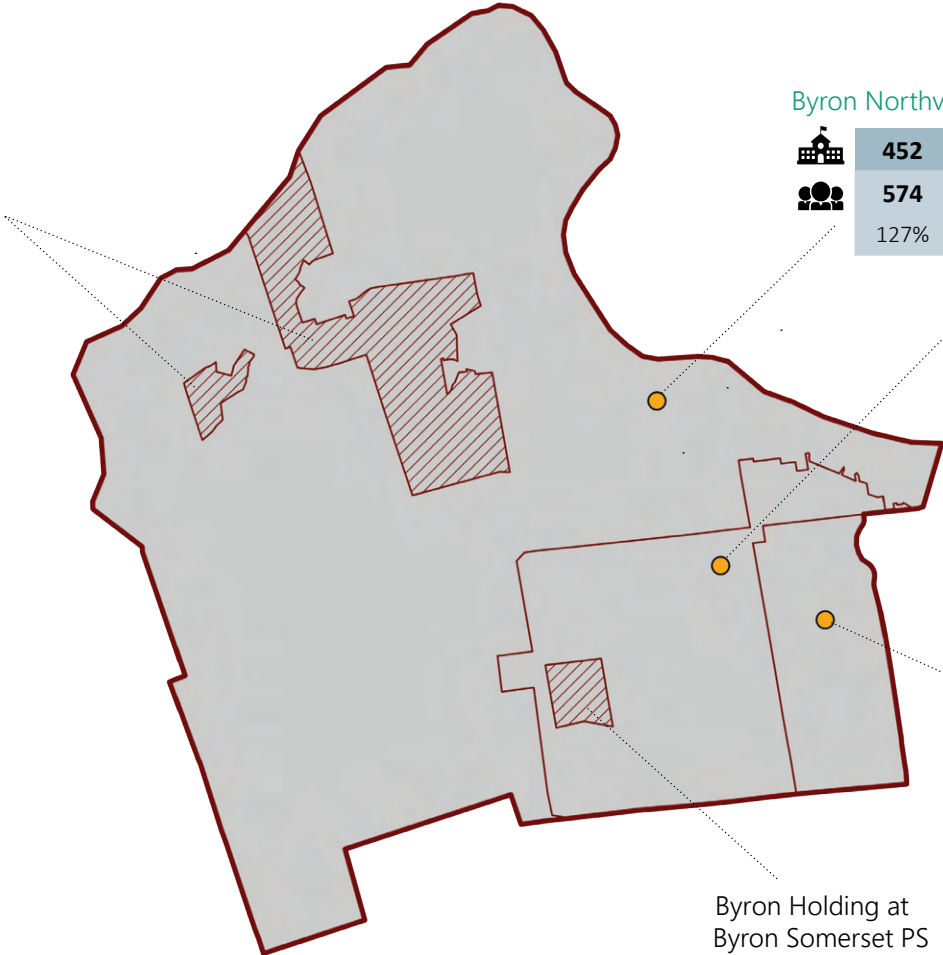
Grade 9 - 12 English Track
Technology Emphasis
ESL C/D/E Class
Specialist High Skills Majors: Arts and Culture,
Hospitality and Tourism, Health and Wellness

52



Planning Area 07

Byron (London)



Byron Holding at
Byron Somerset PS





Byron Northview PS

| | |
|---|------|
|  | 452 |
|  | 574 |
| | 127% |

Byron Southwood PS

| | |
|---|-----|
|  | 547 |
|  | 531 |
| | 97% |

Byron Somerset PS

| | |
|---|------|
|  | 409 |
|  | 603 |
| | 147% |

Byron Holding at
Byron Somerset PS

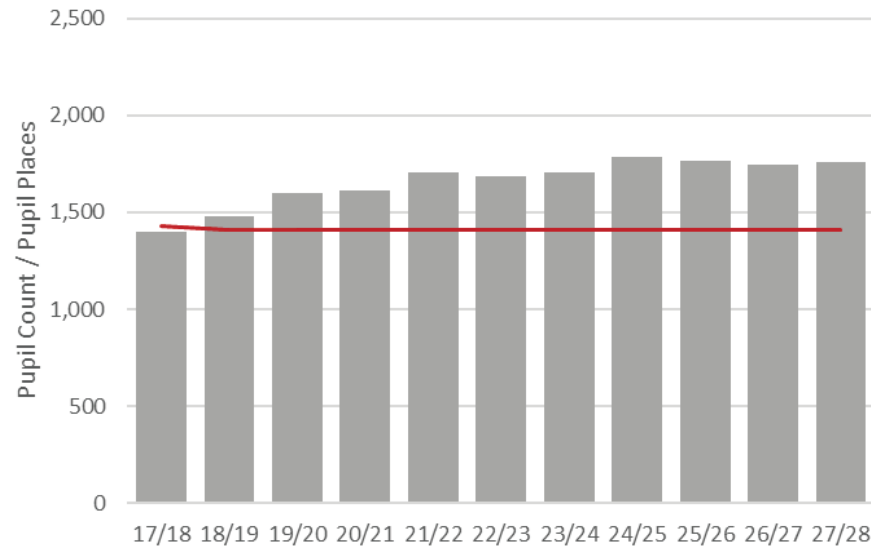
Future Capital Priorities

- New West London elementary school (Riverbend) requested in 2021 and 2022 (unsuccessful); Resubmitted in 2023

Future Attendance Area Reviews

- Establishment of new attendance area for requested new West London elementary school, to be implemented when new school is approved and opens

Elementary Panel



Elementary
Schools



Holding
Zones

Activity in the Area

- 13/14: Byron Holding Zones established
- 21/22: All schools included in the London Attendance Area Review
- May 2021, and February 2022: Submission of Capital Priorities Program funding request for a new elementary school in West London

Observations

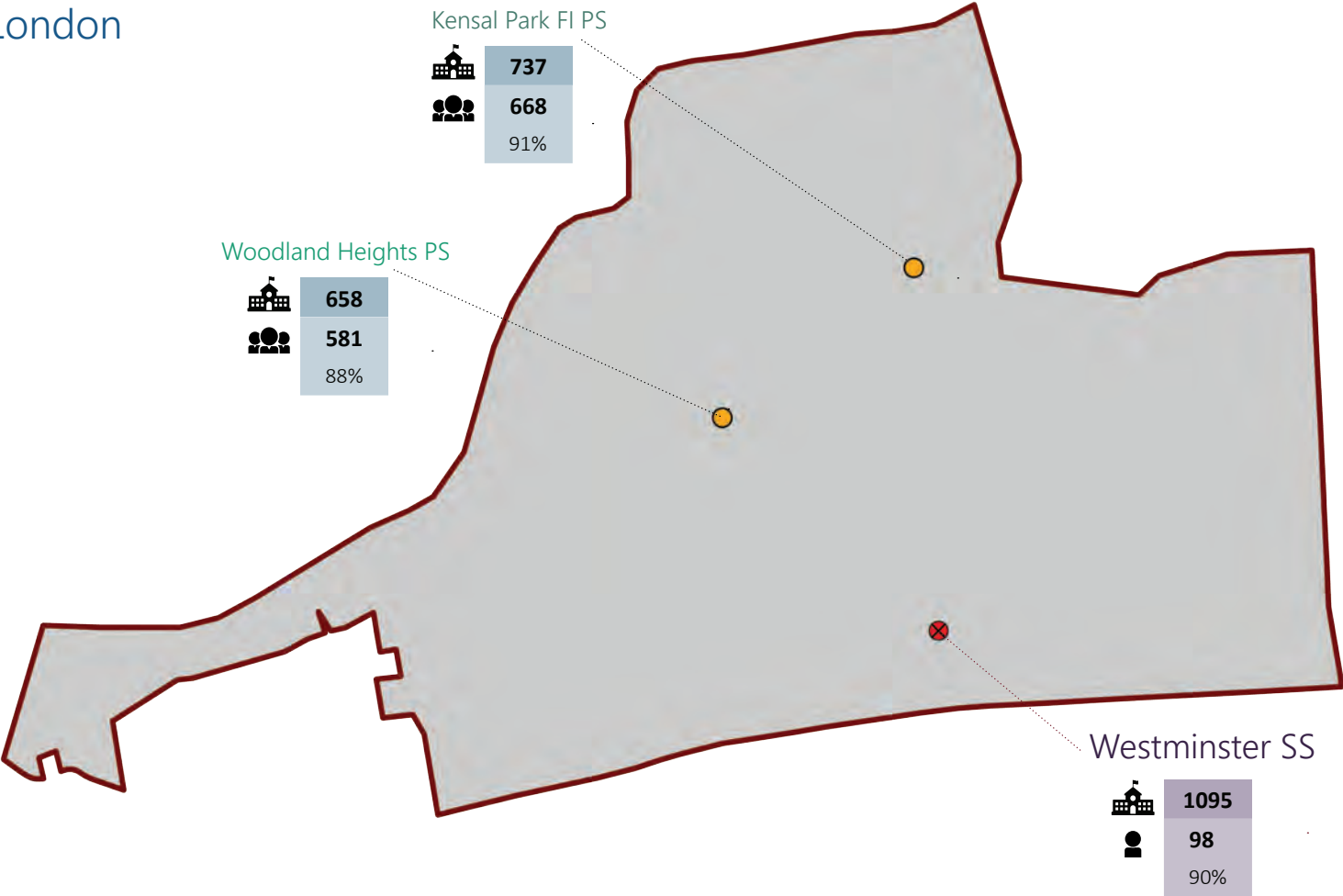
- New development anticipated as subdivisions continue to develop
- Stable existing community; enrolment growth driven by new residential development
- Average annual projected enrolment change: increase of 2.5%
- Persistent overutilization projected with deficit of approximately 257 pupil places in 27/28 if status quo maintained

Programming: Elementary

Three K - 8 English Track

Planning Area 08

West Central London



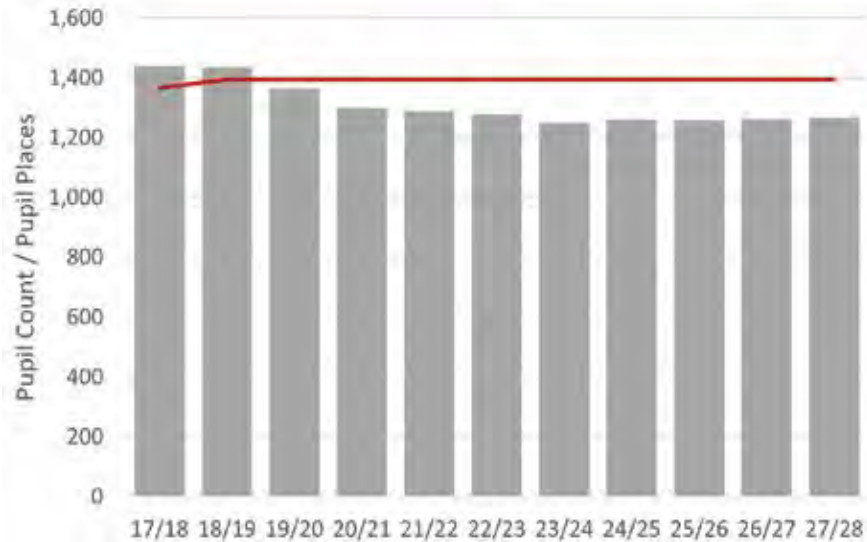
Future Capital Priorities

- No capital priorities currently planned for this area

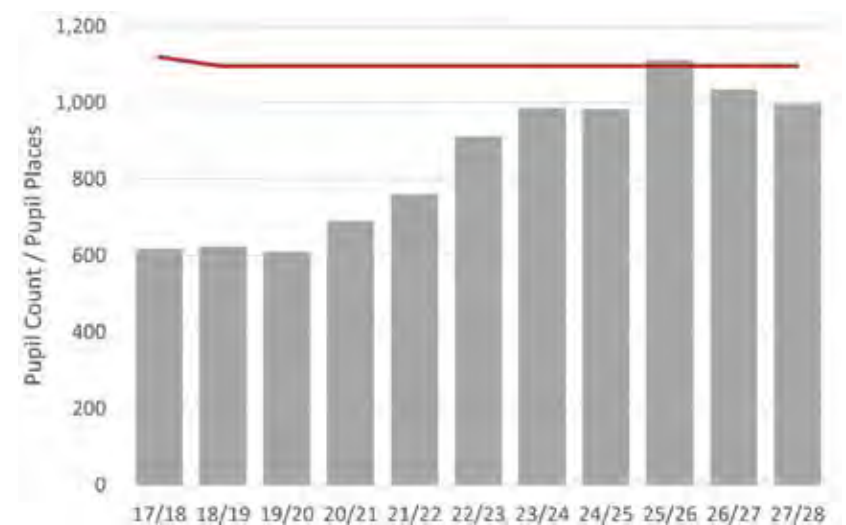
Future Attendance Area Reviews

- No changes anticipated at this time

Elementary Panel



Secondary Panel



Activity in the Area

- 05/06: Westminster SS designated as a holding school to provide interim accommodation to Longwoods area residential development (Holding Zone in Planning Area 12)
- 22/23: Westminster SS included in London Secondary Panel Attendance Area Review

Observations

- Limited development as Planning Area has stabilized
- Elementary
- Average annual projected enrolment change: decrease of 0.8%
 - Declining enrolment in existing community
 - Low pupil yield projected for new dwelling units due to higher density development
 - Overall underutilization with projected surplus of 128 pupil places in 27/28 if status quo
- Secondary
- Average annual projected enrolment change: increase of 0.9%
 - Growth related to elementary cohort moving in to secondary panel

Programming: Elementary

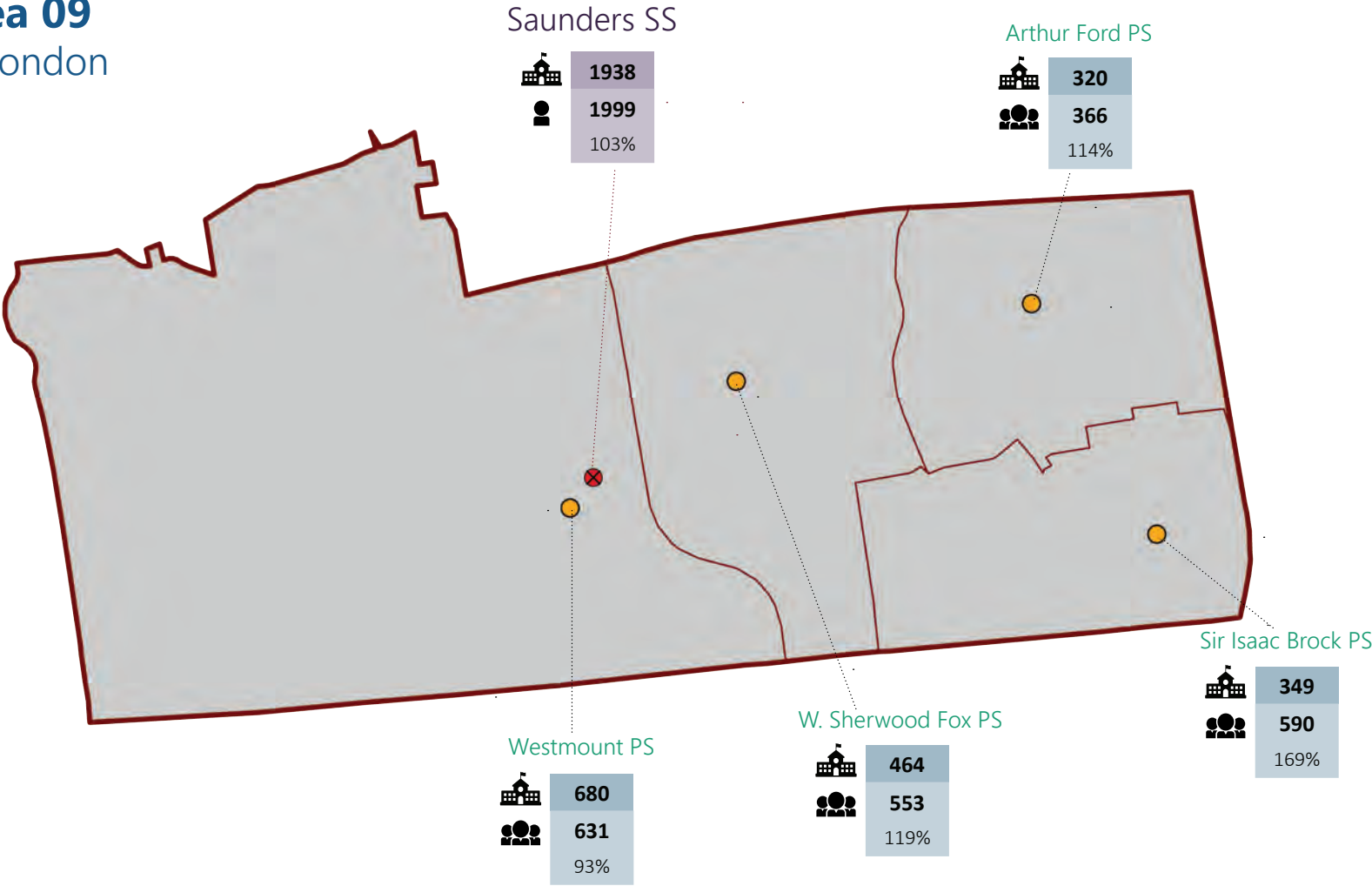
One K - 8 English Track
One Grade 1 - 8 French Immersion
 Kenal Park FI PS
 English JK/SK Integration Site

Programming: Secondary

Grade 9 - 12 English Track
 ELD / ESL A+ B Designated Site
 Specialist High Skills Majors:
 Arts and Culture, Health and Wellness, Transportation,
 Information and Communication

Planning Area 09

South Central London



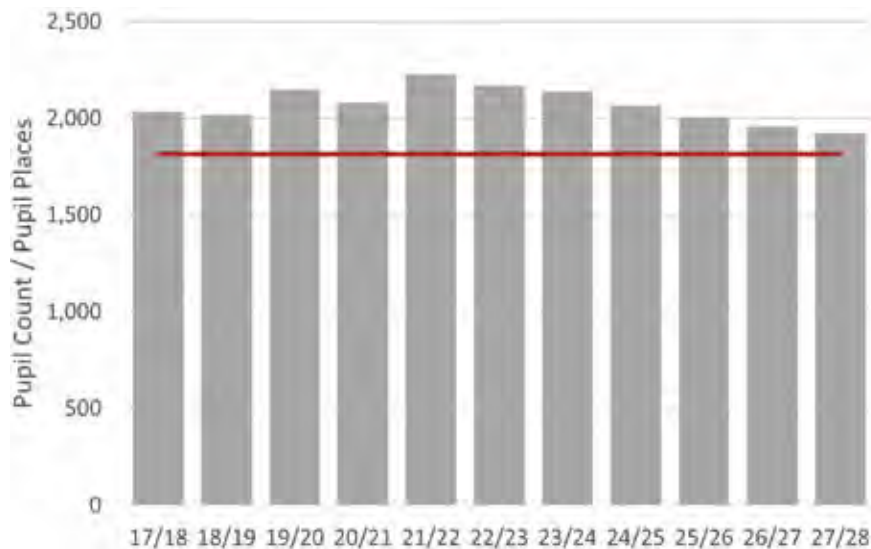
Future Capital Priorities

- No capital priorities currently planned for this area

Future Attendance Area Reviews

- No changes anticipated at this time

Elementary Panel



Elementary
Schools

Activity in the Area

- 08/09: Sir Isaac Brock PS designated as a holding school to provide interim accommodation for Bostwick residential development (Holding Zone in Planning Area 12)
- 13/14: W. Sherwood Fox PS designated as a holding school to provide interim accommodation for Talbot Village – Phase 2 residential development (Holding Zone in Planning Area 12)
- 15/16, 16/17, 17/18, 19/20, 21/22: Submission of Capital Priorities Program funding requests for a new Southwest London elementary school in Planning Area 12 to alleviate pressure at holding schools
- 19/20: Renovation to create Library Learning Commons completed at Saunders SS
- 21/22: New Southwest London elementary school approved for Planning Area 12
- 21/22: All schools included in the London Attendance Area Review
- 22/23: Sir Isaac Brock Holding Zone amended to direct new registrations from Bostwick holding to Victoria PS in Planning Area 10



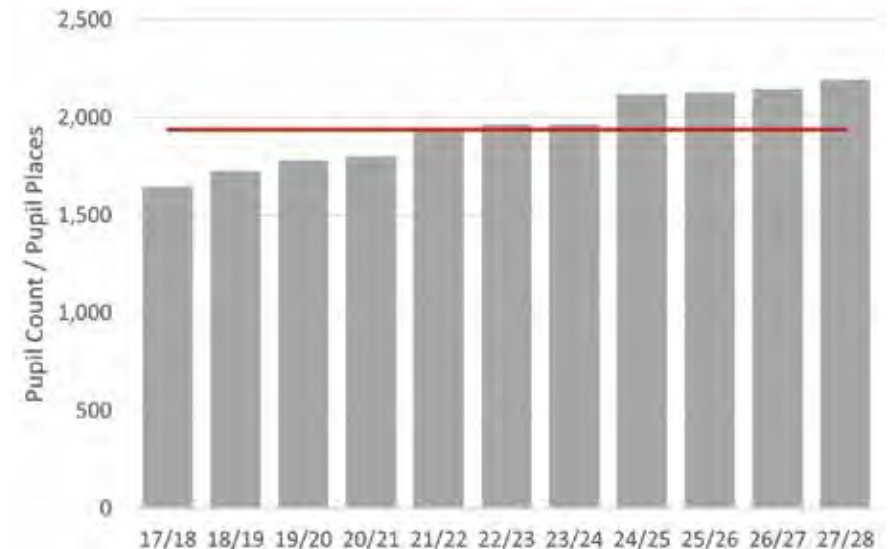
Holding
Schools

Observations

- Low to moderate development through various infill projects anticipated over the 5-year planning horizon; longer term development anticipated through the development of Byron gravel pit
- Elementary
- Moderate growth in existing community
 - Average annual projected enrolment change: decrease of 3.4%
 - Overall overutilization projected with deficit of approximately 111 pupil places in 27/28 if status quo maintained
- Secondary
- Average annual projected enrolment change: increase of 4.4%
 - Growth projected in existing community and from residential development
 - Overutilization projected with deficit of approximately 220 pupil places in 27/28 if status quo maintained

246

Secondary Panel



Secondary
School

Programming: Elementary

Four K - 8 English Track

Programming: Secondary

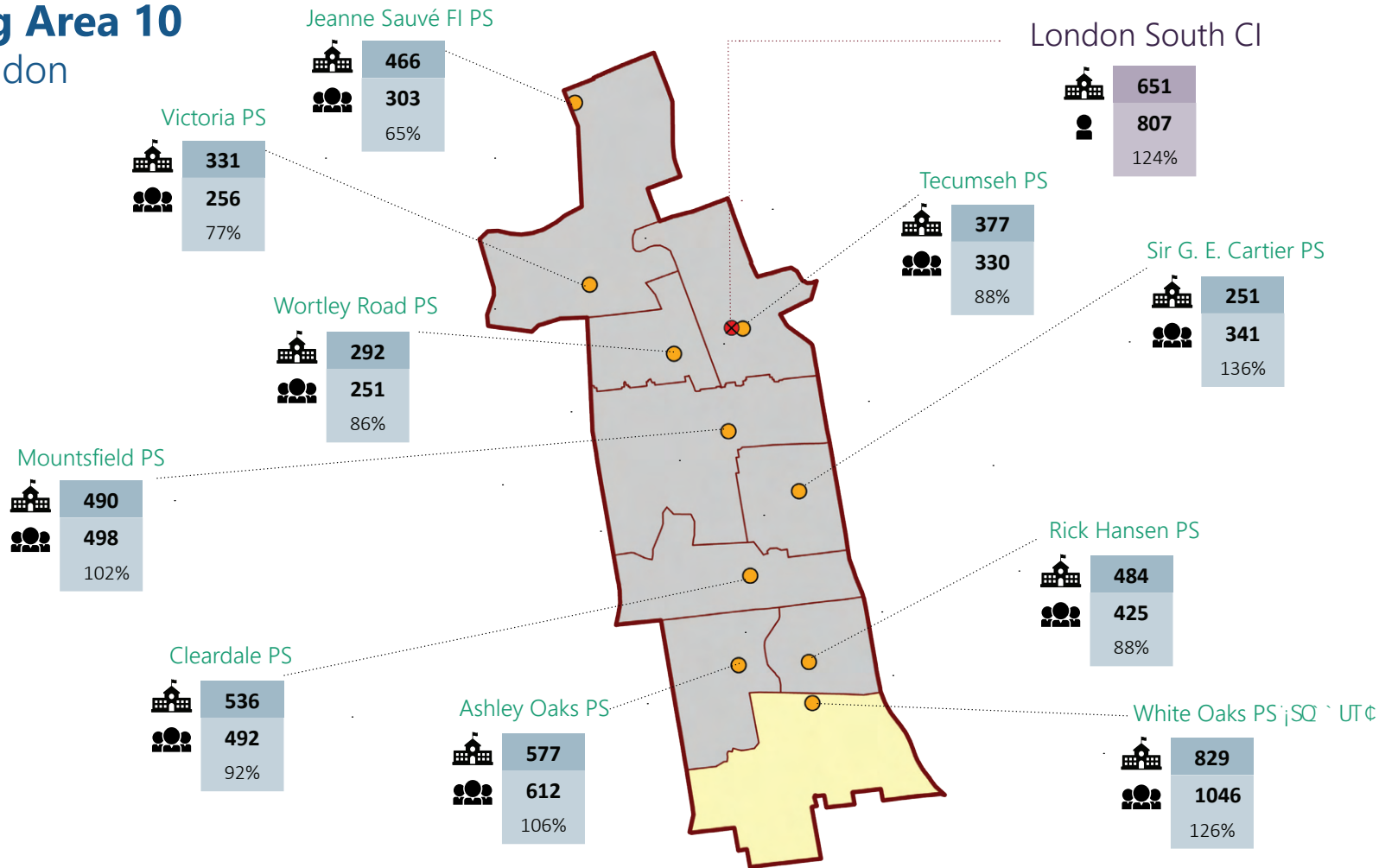
Grade 9 - 12 English Track

Technology Emphasis
Enrichment Program
Education Service Agreements (FNMI)
Specialist High Skills Major:
Arts and Cultures, Construction, Health and Wellness,
Manufacturing, Hospitality and Tourism

58

Planning Area 10

South London



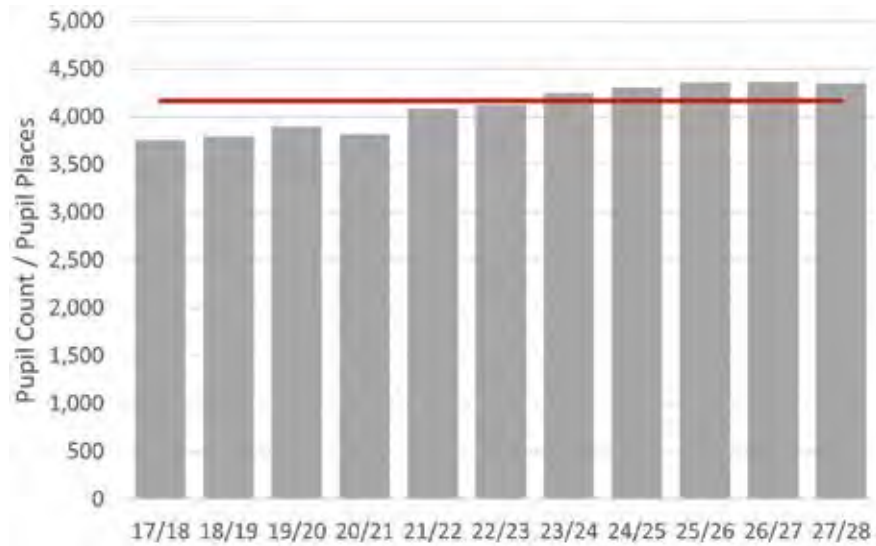
Future Capital Priorities

- No capital priorities currently planned for this area

Future Attendance Area Reviews

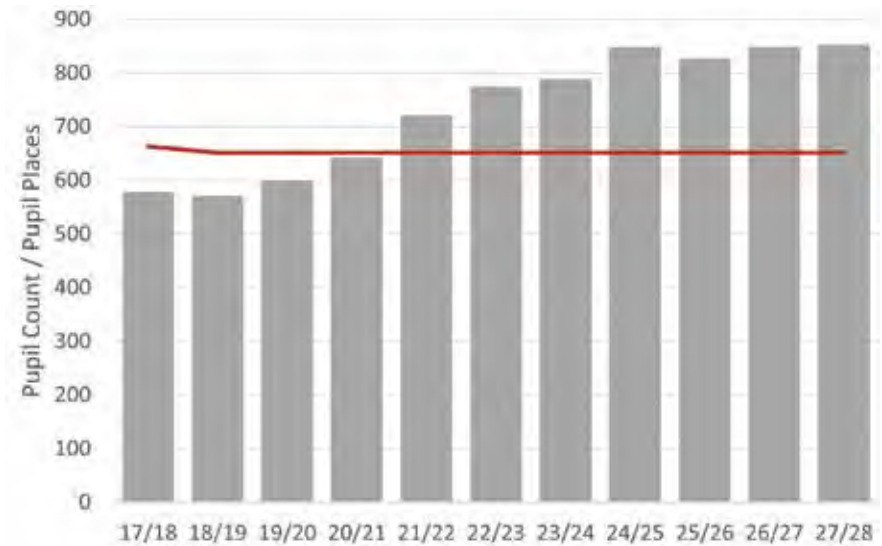
- No changes anticipated at this time

Elementary Panel



10 Elementary Schools

Secondary Panel



1 Secondary School

Activity in the Area

- 14/15: White Oaks PS designated as a holding school to provide interim accommodation for select southwest London / Longwoods area residential development (Holding Zone in Planning Area 12)
- 15/16: Rick Hansen PS designated as a holding school to provide interim accommodation for Colonel Talbot residential development (Holding Zone in Planning Area 12)
- 20/21: Implementation of ESL C/D/E program offerings at London South CI
- 21/22: All schools included in the London Attendance Area Review
- 22/23: London South CI involved in London Secondary Attendance Area Review
- 22/23: Victoria PS became holding school for Bostwick holding zone after
- 23/24: White Oaks capped to new families, including from the Longwoods and Southwest London holding zones

Observations

- Limited development anticipated over 5-year horizon as Planning Area has stabilized; build out of Plans of Subdivision south of Exeter anticipated to provide some growth over 5-year planning horizon
- Some infill development expected

Elementary

- Slight growth in existing community; above average pupil yield for new dwelling units
- Overall growth with projected deficit of approximately 182 pupil places in 27/28 if status quo maintained

Secondary

- Growth projected in existing community from residential development
- Overutilization with projected deficit of approximately 184 pupil places in 27/28 if status quo maintained

248

Programming: Elementary

Nine K - 8 English Track
One Grade 1 - 8 French Immersion
 Jeanne Sauvé FI PS
 English JK/SK Integration Site

Programming: Secondary

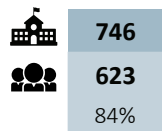
Grade 9 - 12 English Track
 Specialist High Skills Majors:
 Sports

60

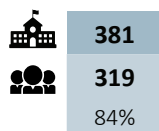
Planning Area 11

East Central London

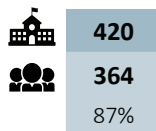
Princess Elizabeth PS



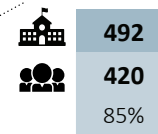
Arthur Stringer PS



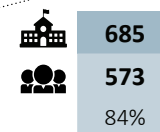
Nicholas Wilson PS



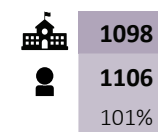
C.C. Carrothers PS



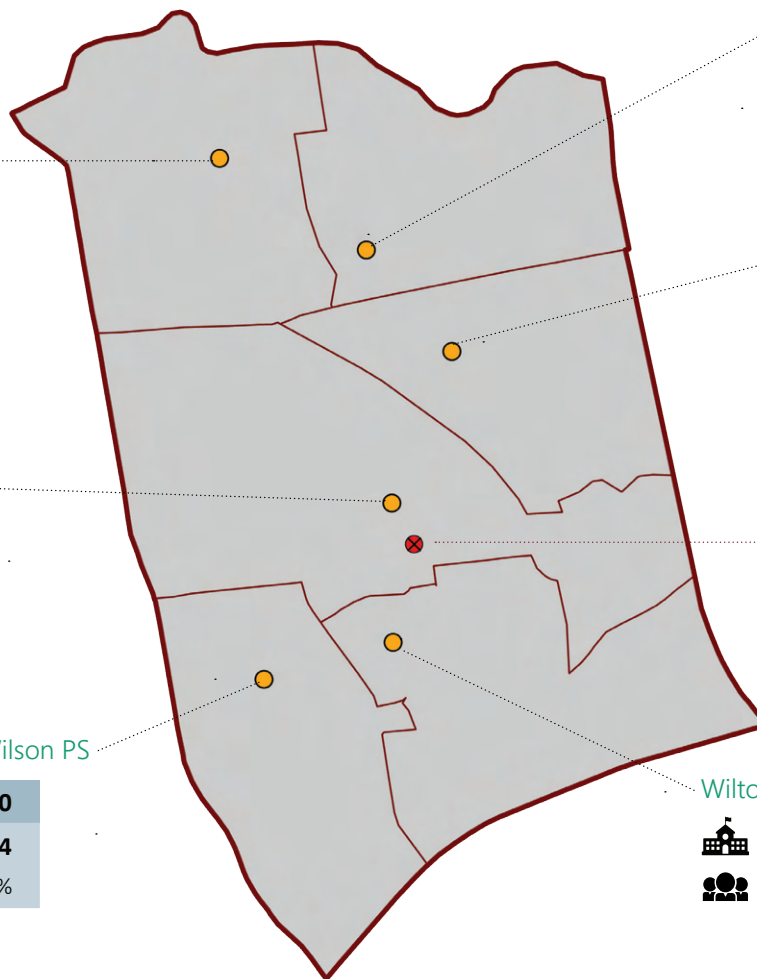
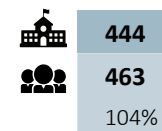
Glen Cairn PS



Sir Wilfrid Laurier SS



Wilton Grove PS



Future Capital Priorities

- No capital priorities currently planned for this area

Future Attendance Area Reviews

- London Attendance Area Review (complete)
 - Creation of two new Kilbourne holding zones with the approved attendance boundary for the new approved Southwest London elementary school; this holding zone spans the large development proposed in the Bostwick neighbourhood. Students from this area to attend Nicholas Wilson PS and Glen Cairn PS

Elementary Panel



Elementary
Schools

Activity in the Area

- 20/21: All schools included in the London Attendance Area Review
- September 2022: Opening of Summerside PS, which accommodates students formerly held at Princess Elizabeth PS, Fairmont PS, and Tweedsmuir PS



Holding
Schools

Observations

- Limited development anticipated as Planning Area has stabilized

Elementary

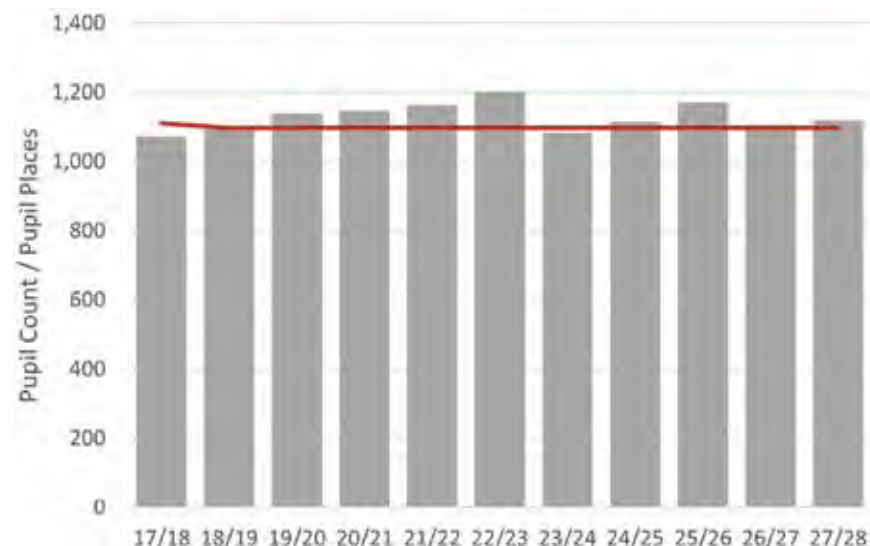
- Slight growth in existing community; above average pupil yield for new dwelling units
- Average annual projected enrolment change: increase of 3.4%
- Slight underutilization with projected surplus of approximately 96 pupil places in 27/28 if status quo maintained

Secondary

- Average annual projected enrolment change: decrease of 0.9%
- Slight decline projected in existing community
- Projected to be at OTG capacity with a surplus of approximately 1 pupil place in 27/28 if status quo maintained

250

Secondary Panel



Secondary
School

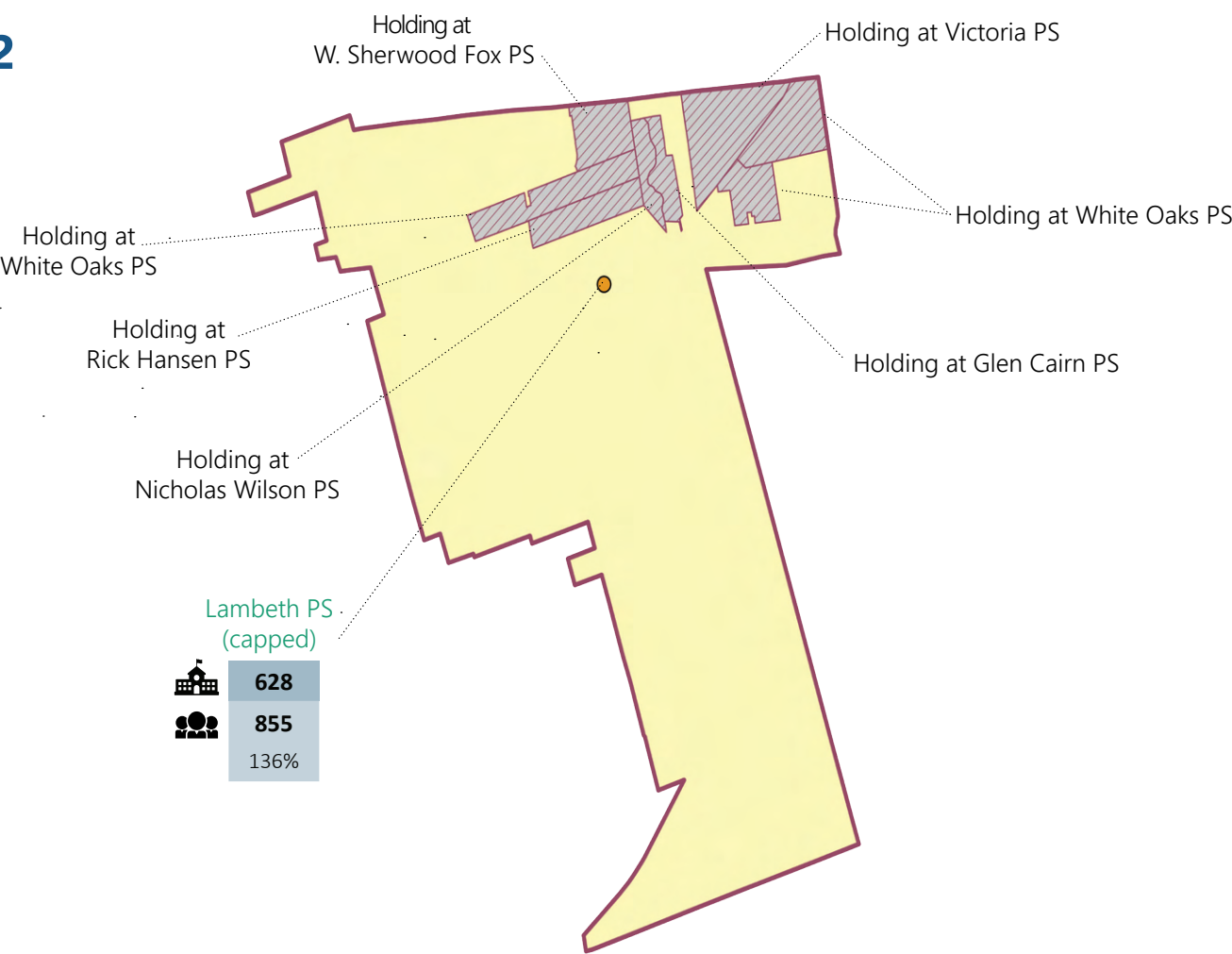
Programming: Elementary

Five K - 8 Regular Track
One Dual Track School
Princess Elizabeth PS

Programming: Secondary

Grade 9 - 12 English Track
Grade 9 - 12 French Immersion
Specialist High Skills Majors:
Construction, Sports, Manufacturing

Planning Area 12 Southwest London



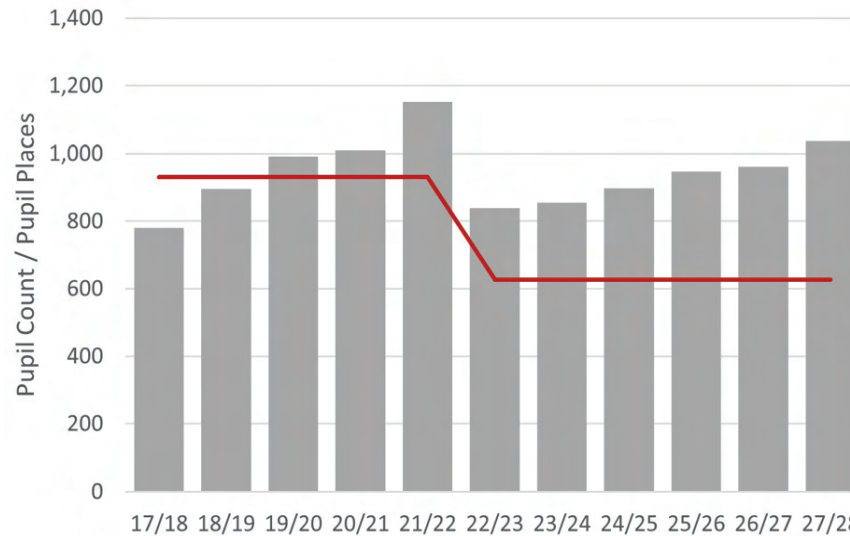
Future Capital Priorities

- New Southwest London PS opening September 2025
- 3 additional elementary schools needed

Future Attendance Area Reviews

- London Elementary Attendance Area Review (complete)
 - Creation of two new Kilbourne holding zones with the approved attendance boundary for the new approved Southwest London elementary school; this holding zone spans the large development proposed in the Bostwick neighbourhood. Students from this area to attend Nicholas Wilson PS and Glen Cairn PS

Elementary Panel



1 Elementary School



4 Holding Zones

Activity in the Area

- 08/09: Sir Isaac Brock PS designated as a holding school to provide interim accommodation for Bostwick residential development (Planning Area 09)
- 13/14: W. Sherwood Fox PS designated as a holding school to provide interim accommodation for Talbot Village – Phase 2 residential development (Planning Area 09)
- 14/15: White Oaks PS designated as a holding school to provide interim accommodation for select southwest London / Longwoods area residential development (Planning Area 10)
- 15/16: Rick Hansen PS designated as a holding school to provide interim accommodation for Colonel Talbot residential development (Planning Area 10)
- 17/18: EPAR01 - Approved closure and consolidation of Westminster Central PS to new Belmont elementary school and new Southeast London elementary school
- 15/16, 16/17, 17/18, 19/20 and 21/22: Submission of Capital Priorities Program funding request for a new Southwest London elementary school
- 21/22: All schools included in the London Attendance Area Review
- 21/22: New Southwest London elementary school approved
- June 2022: Westminster Central PS closed, accounting for sharp decline in planning area overall OTG. Former Westminster Central PS attendance area now part of Planning Area 22
- 22/23: Holding at Sir Isaac Brock amended, new students re-designated to Victoria PS
- 23/24: Lambeth PS capped to new families. Students re-designated to Princess Elizabeth PS and Westminster PS

Observations

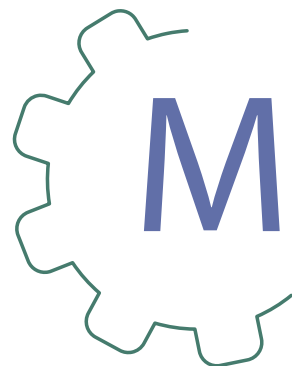
- Substantial development activity anticipated as multiple Plans of Subdivisions continue to develop primarily in the Bostwick, Longwoods, Talbot and Lambeth neighbourhoods
- Elementary
- Average annual projected enrolment change: increase of 5.1%
 - Growth in existing community
 - Persistent overutilization; however, once the new Southwest London PS is open some relief will be provided, with additional new elementary schools required in the near future

252

Programming: Elementary

One K-8 English Track

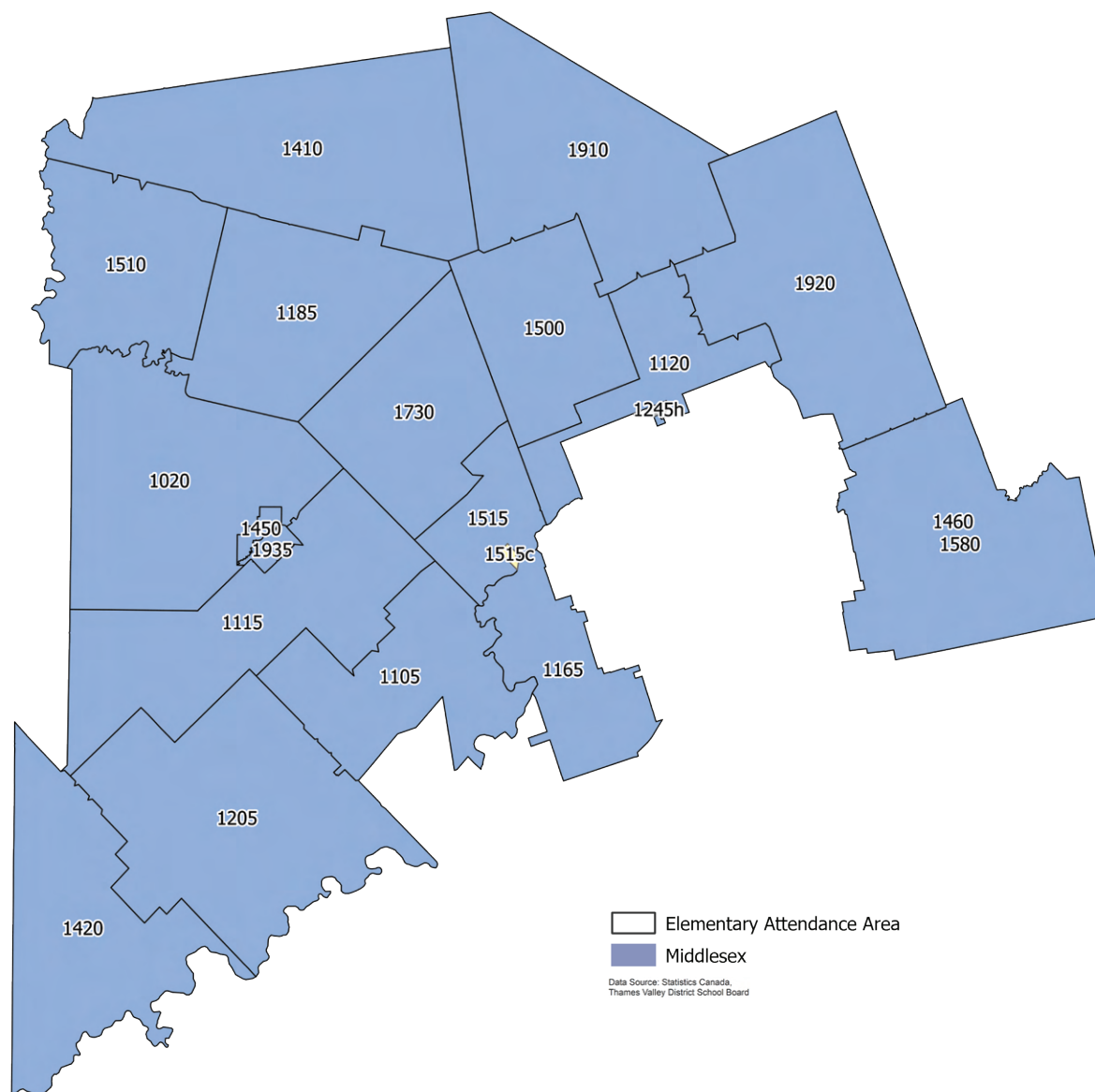
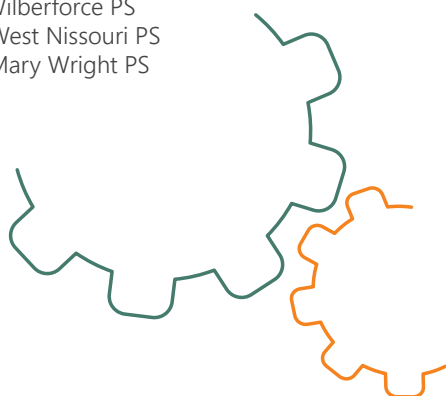
Lambeth PS:
Education Service Agreements (FNMI)





Middlesex County

Elementary Schools by School Code

1020 - Adelaide-W.G. MacDonald PS
 1105 - Caradoc PS
 1115 - Caradoc North PS
 1120 - Centennial Central PS
 1165 - Delaware Central PS (Capped)
 1185 - East Williams Memorial PS
 1205 - Ekco Central PS
 1245h - Uplands North Holding at Evelyn Harrison PS
 1410 - McGillivray Central PS
 1420 - Mosa Central PS
 1450 - North Meadows PS
 1460 - Northdale Central PS
 1500 - Oxbow PS
 1510 - Parkhill-West Williams PS
 1515 - Parkview PS
 1515c - Delaware Central PS Capped at Parkview PS
 1580 - River Heights PS
 1730 - Valleyview Central PS
 1910 - Wilberforce PS
 1920 - West Nissouri PS
 1935 - Mary Wright PS



 Elementary Attendance Area
 Middlesex

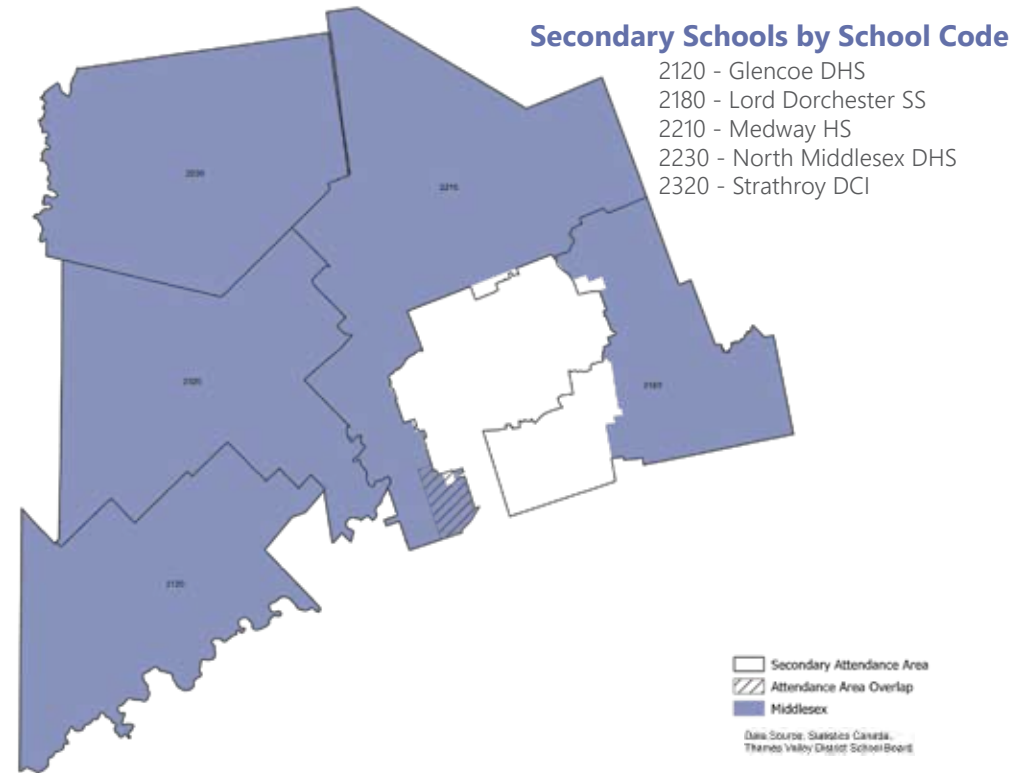
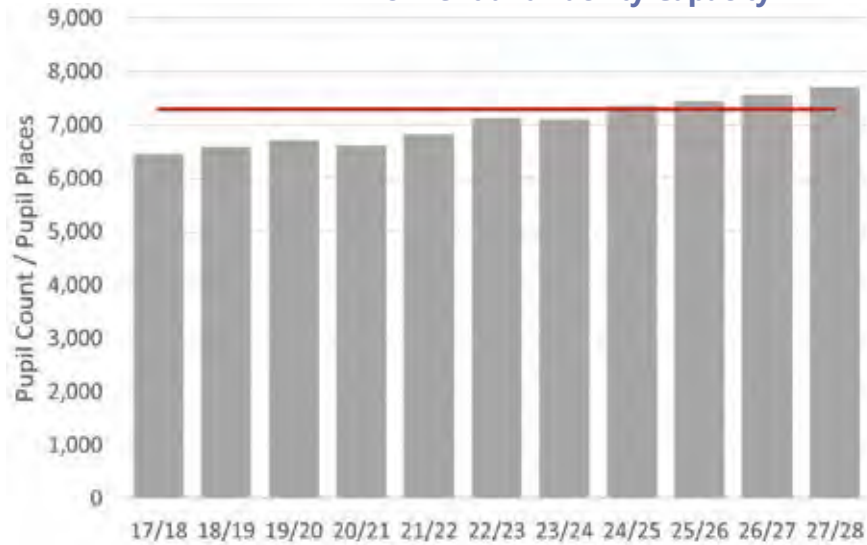
Data Source: Statistics Canada,
 Thames Valley District School Board

Regional Snapshot

Middlesex County

Elementary Panel

Enrolment and Facility Capacity



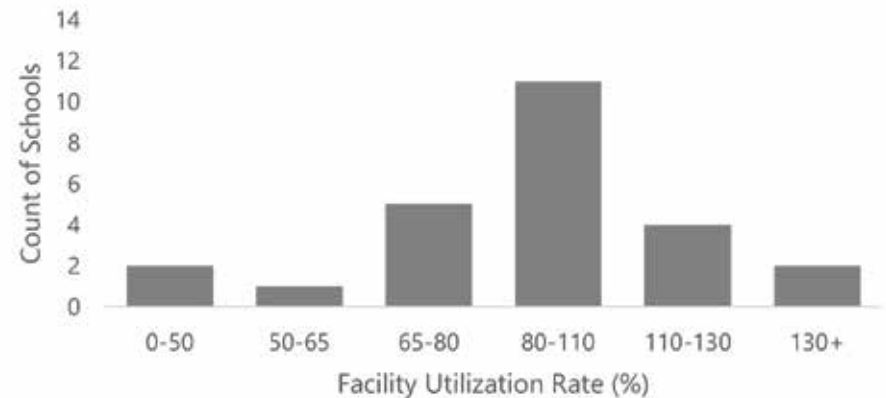
Secondary Panel

Enrolment and Facility Capacity



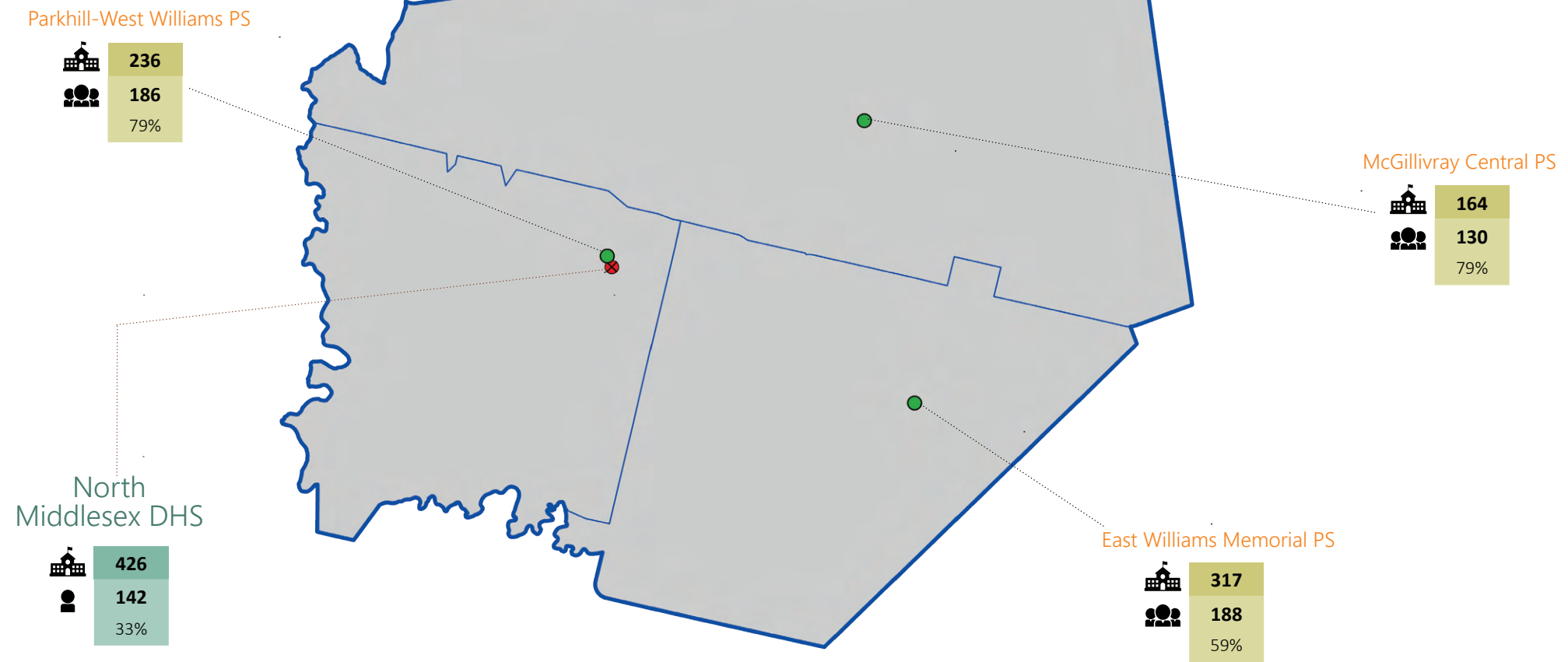
School Count by Facility Utilization Rate Range

All Schools



Planning Area 13

North Middlesex



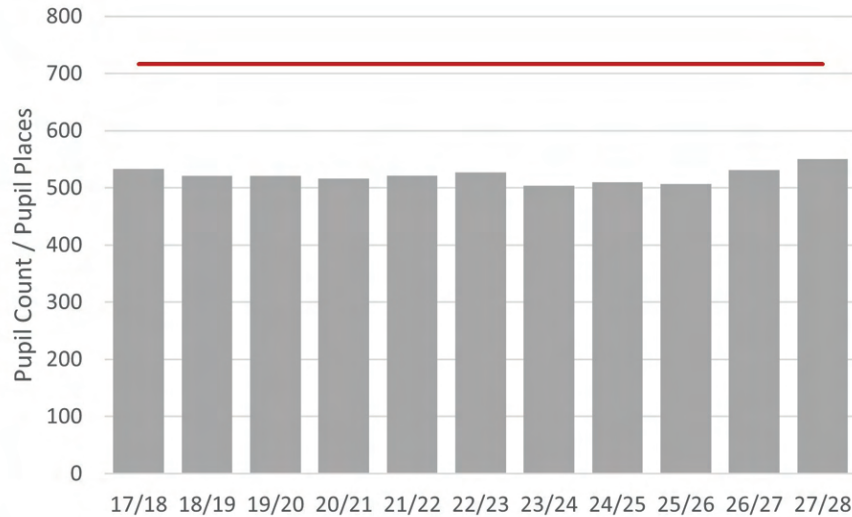
Future Capital Priorities

- No capital priorities currently planned for this area

Future Attendance Area Reviews

- No attendance area reviews currently planned for this area

Elementary Panel



3 Elementary Schools

Activity in the Area

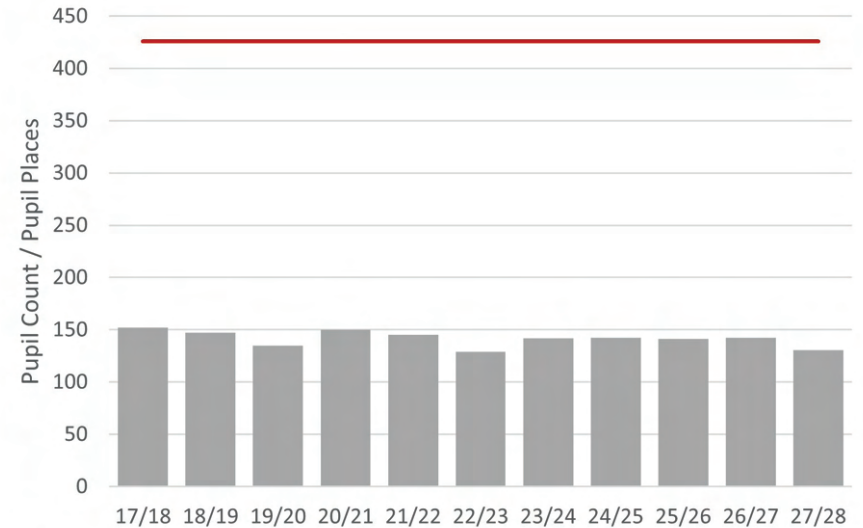
- 18/19: McGillivray Central PS and East Williams PS included in Western Middlesex Attendance Area Review - no changes

Observations

- Some development anticipated. Subdivision activity expected to occur in Parkhill
- Elementary
 - Average annual projected enrolment change: increase of 1.1%
 - Persistent underutilization in projected with surplus of approximately 166 pupil places in 27/28 if status quo maintained
- Secondary
 - Average annual projected enrolment change: decrease of -0.63%
 - Persistent underutilization projected with surplus of approximately 296 pupil places in 27/28 if status quo maintained

256

Secondary Panel



1 Secondary School

Programming: Elementary

Three K - 8 English Track

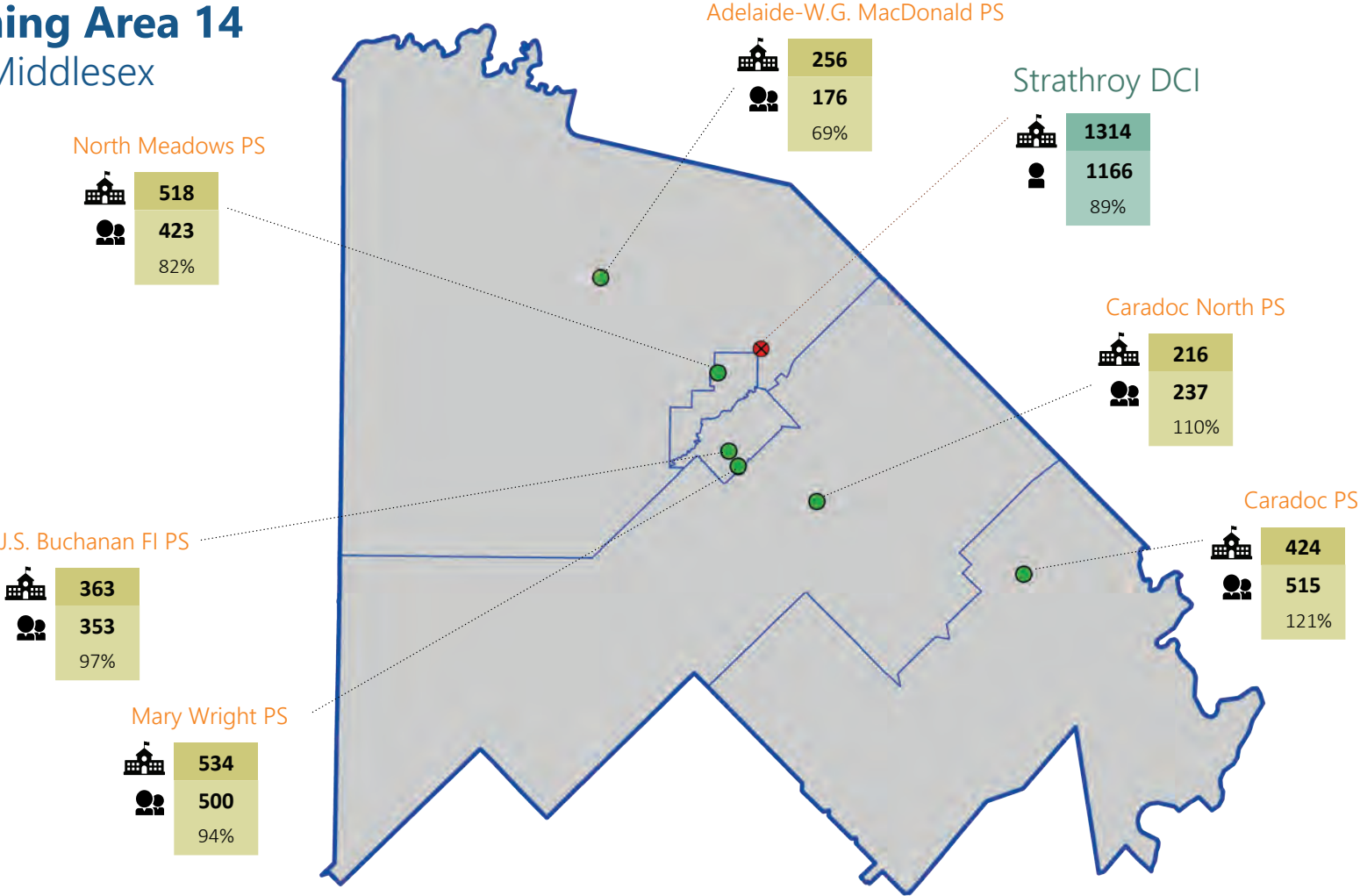
Programming: Secondary

Grade 9 - 12 English Track
Specialist High Skills Majors:
Agriculture, Transportation

68

Planning Area 14

West Middlesex



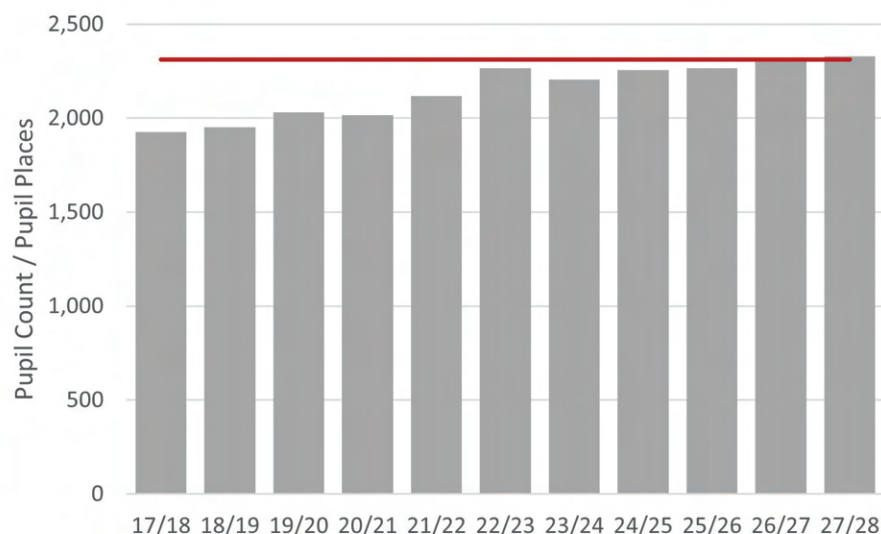
Future Capital Priorities

- New K-8 Strathroy Elementary School (submit in 2025)
- Caradoc PS addition (submit in 2025)

Future Attendance Area Reviews

- Strathroy-Caradoc Attendance Area Review (2024)
 - Create attendance area for new Strathroy Elementary School and balance enrolment within and around Strathroy

Elementary Panel



Elementary
Schools

Activity in the Area

- 18/19: Caradoc PS included in Western Middlesex Attendance Area Review - no changes
- 21/22: Addition of a special education class at North Meadows PS. Total number of special education classes at the school is now one
- Shared building with London District Catholic School Board - Secondary

Observations

- Significant development anticipated through Plans of Subdivision primarily in Mount Brydges and Strathroy

Elementary

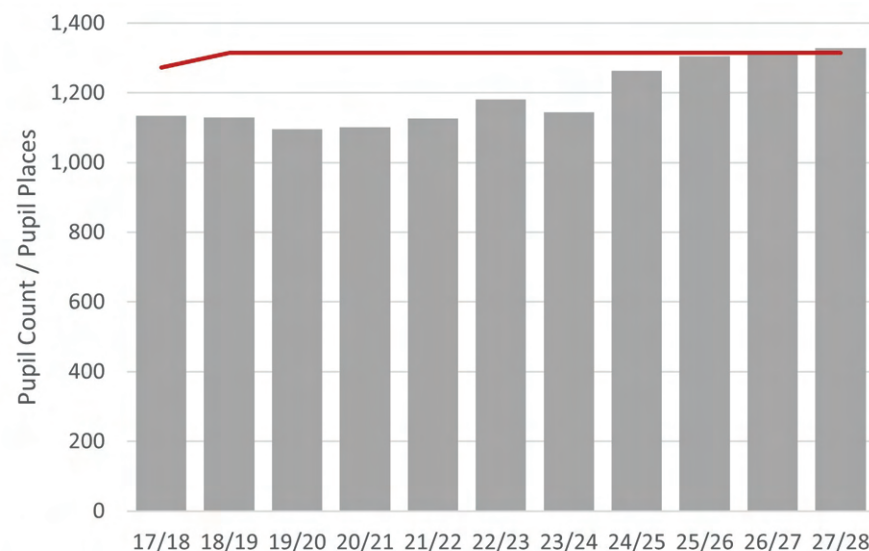
- Average annual projected enrolment change: increase of 2.4%
- Stable existing community with enrolment growth from residential development
- Slight overutilization projected with deficit of approximately 20 pupil places in 27/28 if status quo maintained

Secondary

- Average annual projected enrolment change: increase of 6.1%
- Stable existing community
- Approaching OTG capacity with surplus of only 10 pupil places in 27/28 if status quo maintained

258

Secondary Panel



Secondary
School

Programming: Elementary

One Grade 1 - 8 French Immersion

J.S. Buchanan FI PS
English JK/SK Integration Site

Programming: Secondary

Grade 9 - 12 English Track Grade 9 - 12 French Immersion



Education Service Agreements (FNMI)
Technology Emphasis
Specialist High Skills Majors:
Environment, Arts and Culture, Hospitality and
Tourism, Manufacturing

70



Planning Area 15

Southwest Middlesex

Glencoe DHS



| | |
|---|-----|
|  | 531 |
|  | 189 |
| | 36% |

Delaware Central PS



| | |
|---|------|
|  | 259 |
|  | 258 |
| | 100% |

Kamoka-Kilworth portion capped at Parkview PS

Mosa Central PS

| | |
|--|-----|
|  | 210 |
|  | 147 |
| | 70% |

Ekcoe Central PS

| | |
|---|------|
|  | 352 |
|  | 389 |
| | 111% |

Map Data Source: Statistics Canada

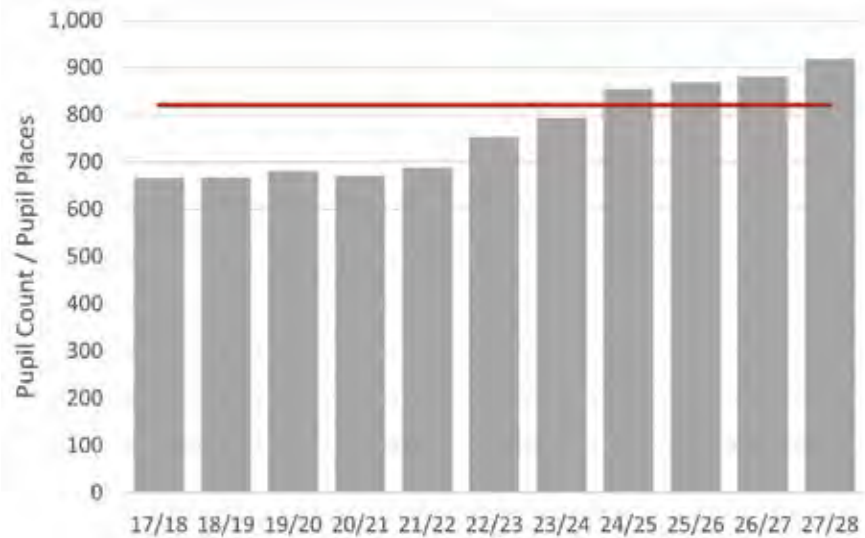
Future Capital Priorities

- No capital priorities currently planned for this area

Future Attendance Area Reviews

- Delaware Central PS involved in Middlesex Elementary Attendance Area Review (2023)

Elementary Panel



Elementary
Schools

Activity in the Area

- 18/19: Delaware Central PS included in Western Middlesex Attendance Area Review; attendance area adjusted to include an area within Kilworth previously designated to attend Parkview PS
- 21/22: Removal of special education class at Delaware Central PS
- 23/24: Delaware Central PS included in Middlesex Elementary Attendance Area Review, boundary between Delaware Central and Parkview proposed to be adjusted
- 23/24: Delaware Central PS enrolment cap beginning on January 1, 2024 with new students designated to attend Parkview PS

Observations

- Moderate development anticipated, primarily in the Glencoe community
- Development also anticipated in Delaware

Elementary

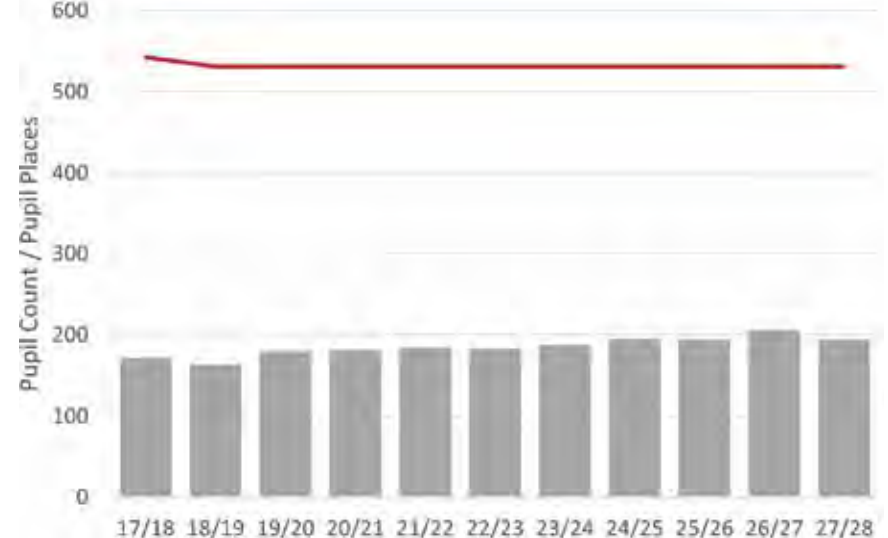
- Average annual projected enrolment change: increase of 7.6%
- Overutilization projected with deficit of approximately 98 pupil places in 27/28 if status quo

Secondary

- Average annual projected enrolment change: increase of 2.7%
- Slight growth in existing community projected
- Underutilization projected with surplus of approximately 337 pupil places in 27/28 if status quo

260

Secondary Panel



Secondary
School

Programming: Elementary

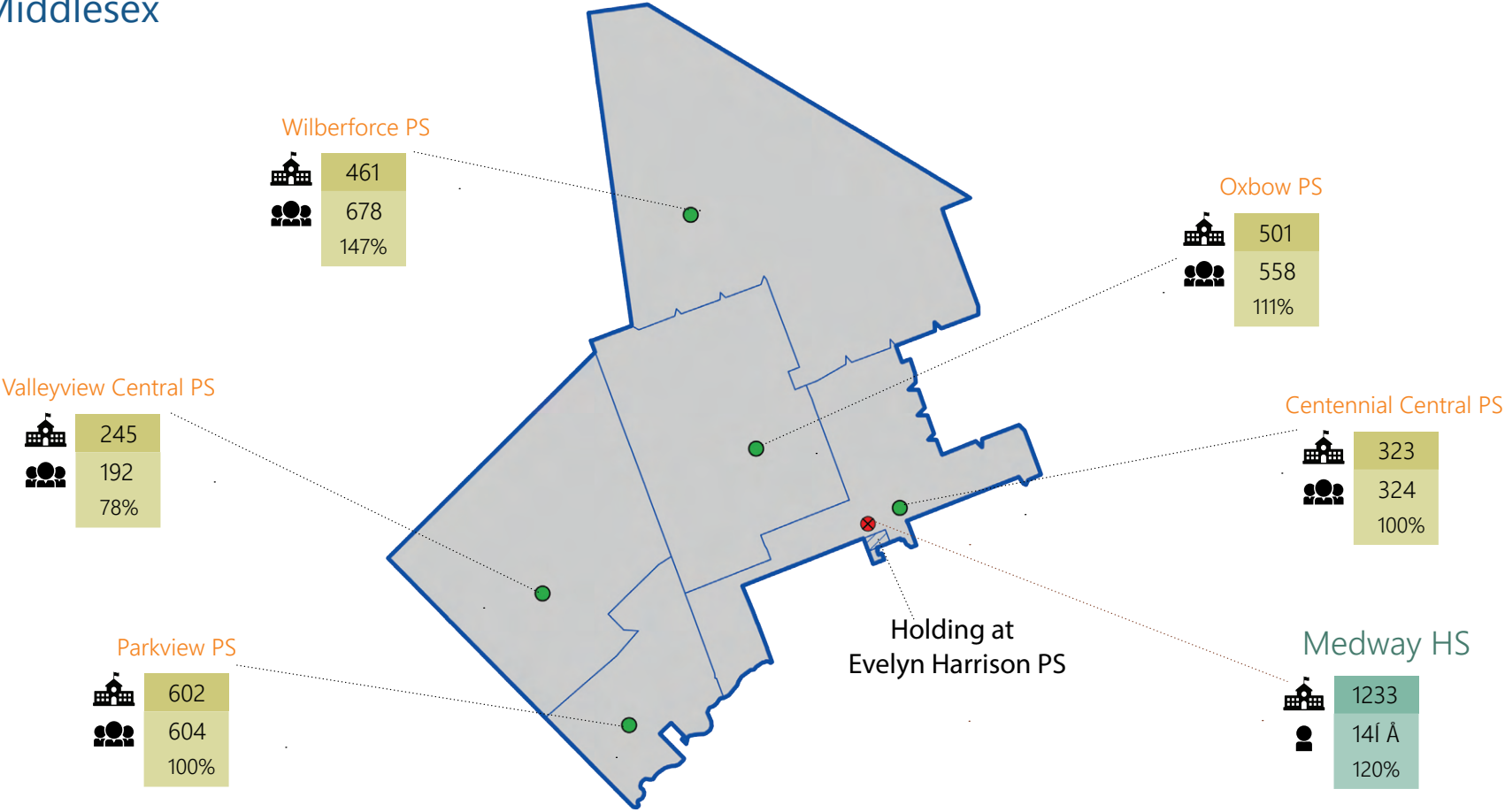
Three K-8 English Track
Delaware Central PS
Education Service Agreements (FNMI)

Programming: Secondary

Grade 9 – 12 English Track
Specialist High Skills Majors:
Construction and Transportation

Planning Area 16

Central Middlesex



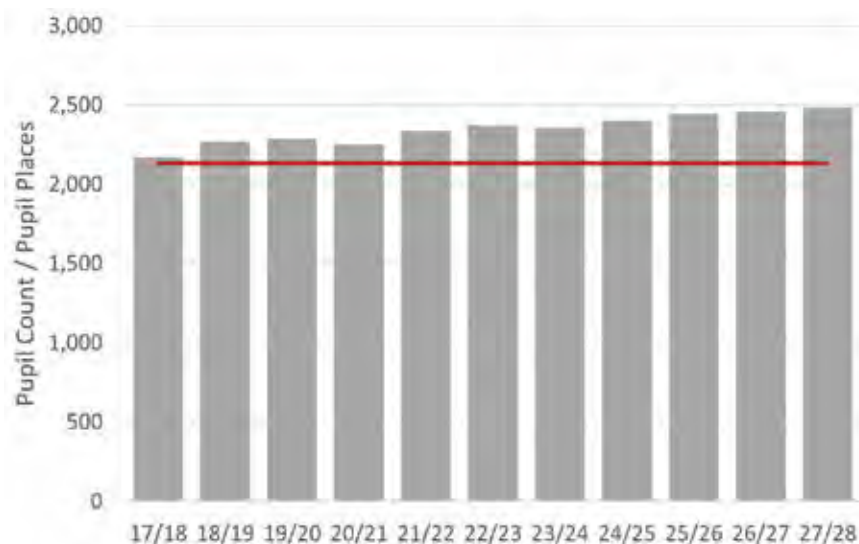
Future Capital Priorities

- New K-8 Lucan Elementary School (submitted in 2023)
 - Addition submitted in 2022 and 2023, unsuccessful
- Addition at Parkview PS (submit in 2024)

Future Attendance Area Reviews

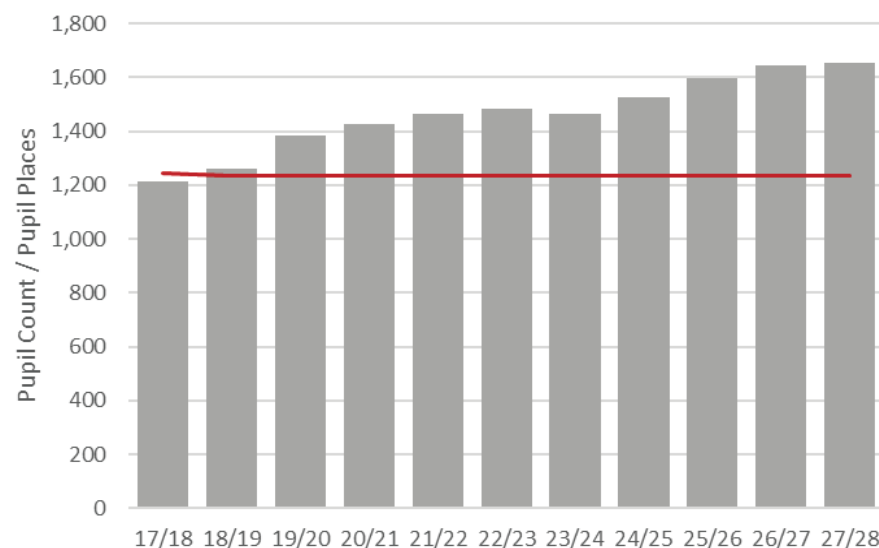
- London Secondary Attendance Area Review
 - Potential changes to Medway HS boundary
- Middlesex Elementary Attendance Area Review (2023)
 - Changes proposed for Parkview PS and Delaware Central PS boundaries

Elementary Panel



Elementary
Schools

Secondary Panel



Secondary
School

Activity in the Area

- 18/19: All schools included in the Western Middlesex Attendance Area Review
- 19/20: Portion of Parkview PS attendance area permanently designated to Delaware Central PS
- 19/20: Restrictions on new out of area registrations implemented - Secondary
- 20/21: Holding zones in Ilderton permanently accommodated at Oxbow PS
- 20/21: Medway HS included in London Attendance Area Review that is underway - Secondary
- May 2021: Submission of Capital Priorities Program funding request for an addition and renovations at Wilberforce PS; unsuccessful in 2021
- 20/21/22: Centennial Central PS included in London Attendance Area Review
- February 2022: Submission of Capital Priorities Program funding request for an addition and renovations at Wilberforce PS
- 23/24: Parkview PS included in Middlesex Elementary Attendance Area Review

Observations

- Significant development anticipated as Plans of Subdivision build out in Komoka-Kilworth, Ilderton and Lucan. Development also anticipated in Delaware, Arva, and Coldstream

Elementary

- Average annual projected enrolment change: increase of 2%
- Projected overutilization with project deficit of approximately 350 pupil places in 27/28 if status quo maintained

Secondary

- Average annual projected enrolment change: increase of 2.1%
- Significant growth projected in existing community due to large cohorts in elementary feeder schools
- Projected overutilization with project deficit of approximately 406 pupil places in 27/28 if status quo maintained

262

Programming: Elementary

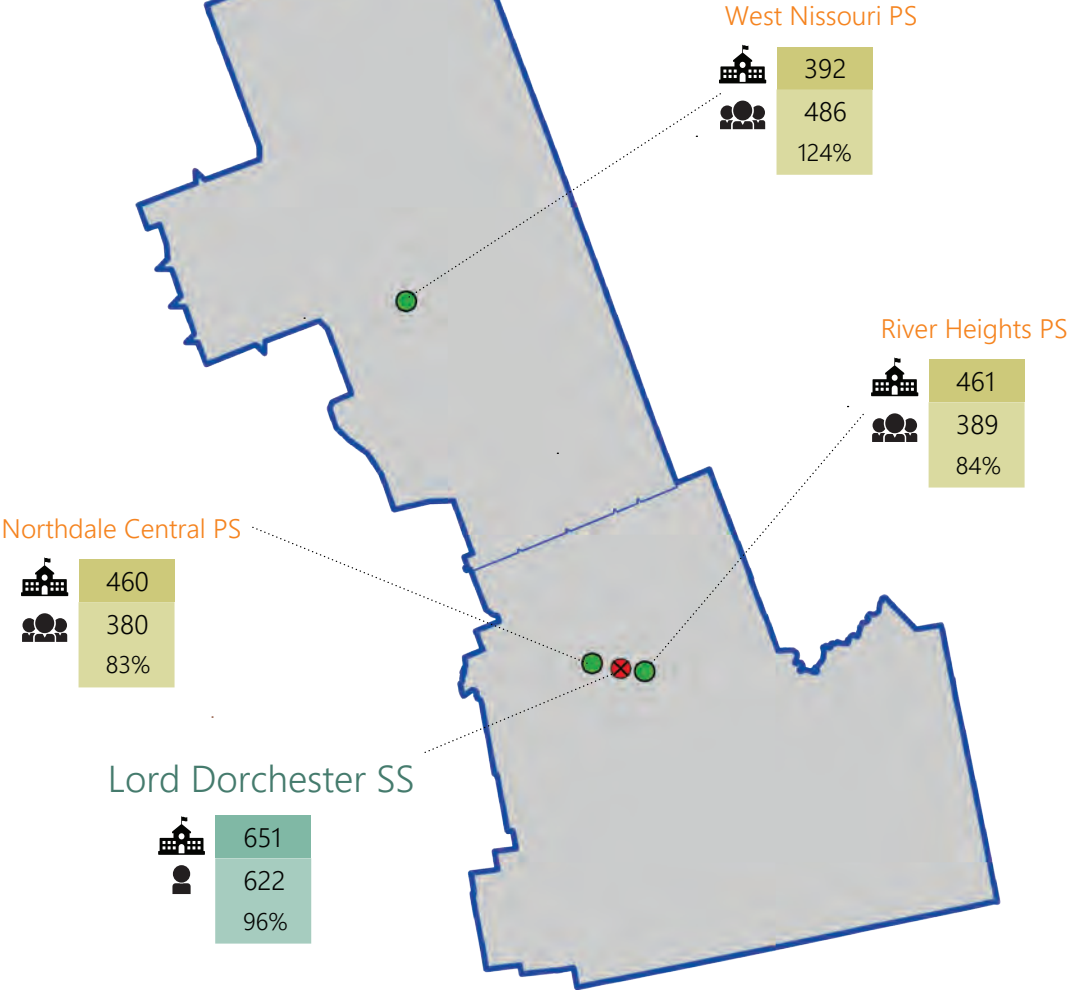
Five K-8 English Track

Programming: Secondary

Grade 9-12 English Track
Specialist High Skills Majors:
Arts and Culture

Planning Area 17

East Middlesex



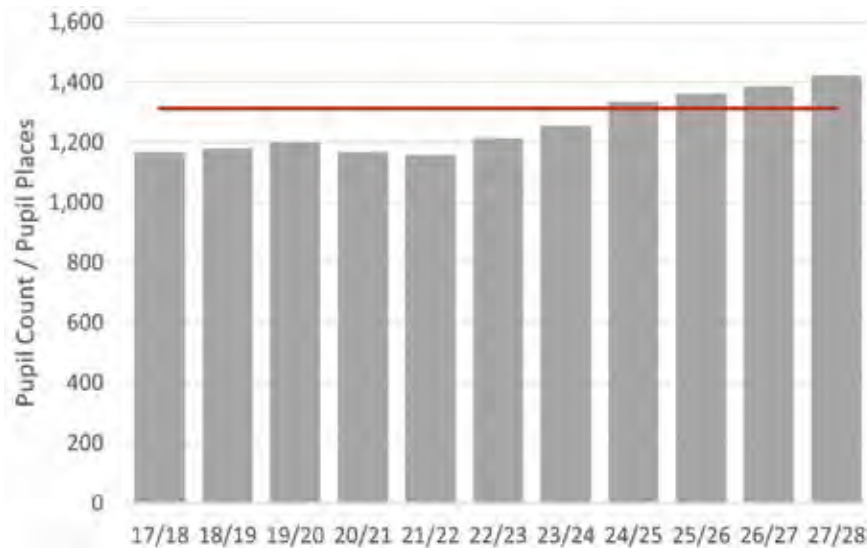
Future Capital Priorities

- West Nissouri PS addition (submitted in 2023)

Future Attendance Area Reviews

- London Secondary Attendance Area Review
 - Potential changes to Lord Dorchester SS boundary

Elementary Panel



Elementary
Schools

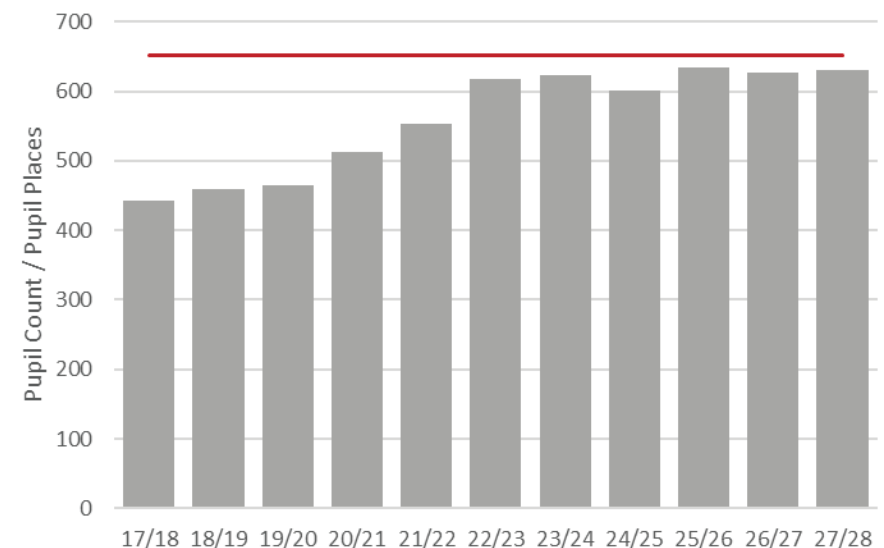
Activity in the Area

- 17/18: Northdale Central PS and River Heights PS included in EPAR01 revisions to attendance areas as part of the approval of a new school in Belmont
- June 2020: Capital Priorities funding approved for construction of new Belmont elementary school

Observations

- Development anticipated, primarily in the Thorndale and Dorchester communities
- Elementary
- Average annual projected enrolment change: increase of 6.57%
 - Projected overutilization with projected deficit of approximately 111 pupil places in 27/28 if status quo maintained
- Secondary
- Average annual projected enrolment change: increase of 4.63%
 - Significant growth projected in existing community due to large cohorts in elementary feeder schools
 - Projected to approach OTG capacity with surplus of approximately 21 pupil places in 27/28 if status quo maintained

Secondary Panel



Secondary
School

Programming: Elementary

- JK - Grade 3 English Track:**
River Heights PS
- Grade 4 - 8 English Track:**
Northdale Central PS
- K- Grade 8 English Track:**
West Nissouri PS

Programming: Secondary

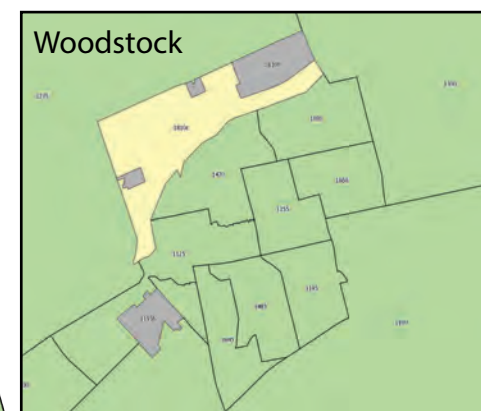
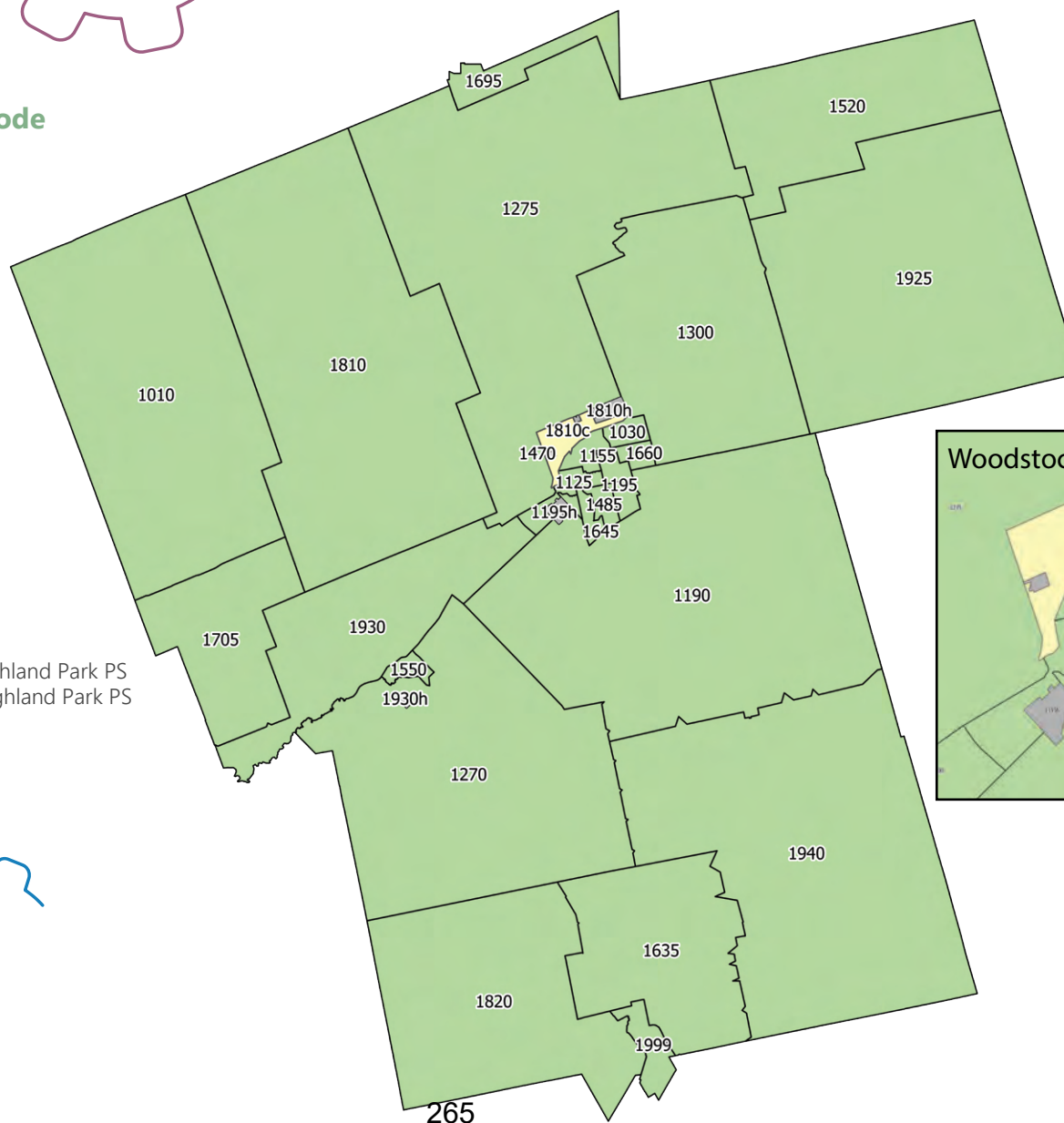
- Grade 9-12 English Track**
Specialist High Skills Majors:
Arts and Culture, Transportation

Section 3 - Share

Oxford County

Elementary Schools by School Code

1010 - A. J. Baker PS
1030 - Algonquin PS
1125 - Central PS
1155 - Winchester Street PS
1190 - East Oxford Central PS
1195 - Eastdale PS
1195h - SW Woodstock holding at Eastdale PS
1270 - Harrisfield PS
1275 - Hickson Central PS
1300 - Innerkip Central PS
1470 - Northdale PS
1485 - Oliver Stephens PS
1520 - Plattsville & District PS
1550 - Royal Roads PS
1635 - South Ridge PS
1645 - Southside PS
1660 - Springbank PS
1695 - Tavistock PS
1705 - Thamesford PS
1810 - Zorra Highland Park PS
1810h - North Woodstock Holding at Zorra Highland Park PS
1810c - Hickson Central PS Capped at Zorra Highland Park PS
1820 - Westfield PS
1925 - Blenheim District PS
1930 - Laurie Hawkins PS
1940 - Emily Stowe PS
1999 - Annandale PS

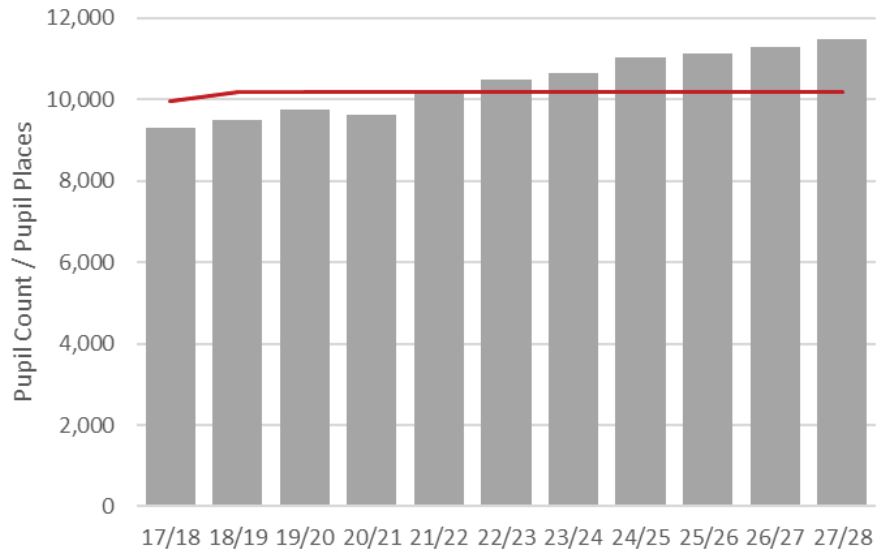


Regional Snapshot

Oxford County

Elementary Panel

Enrolment and Facility Capacity



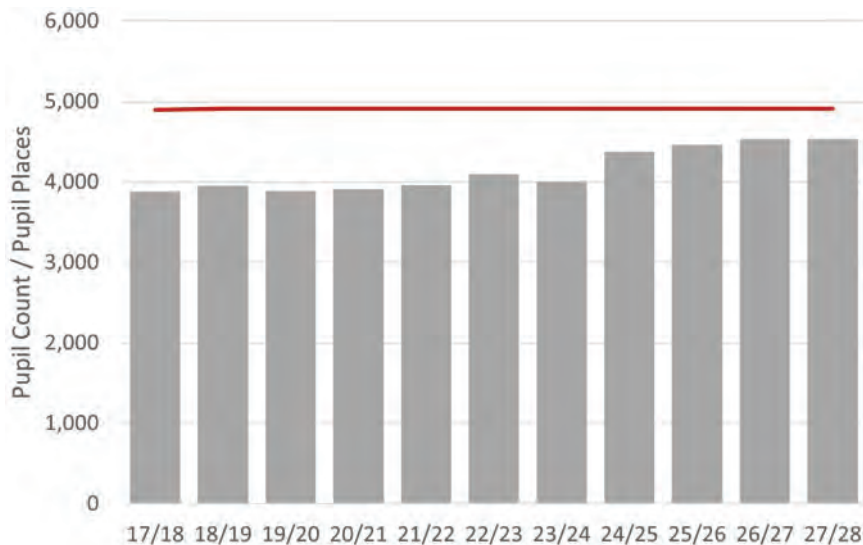
Secondary Schools by School Code

- 2090 - College Avenue SS
- 2130 - Glendale HS
- 2150 - Huron Park SS
- 2160 - Ingersoll DCI
- 2390 - Woodstock CI



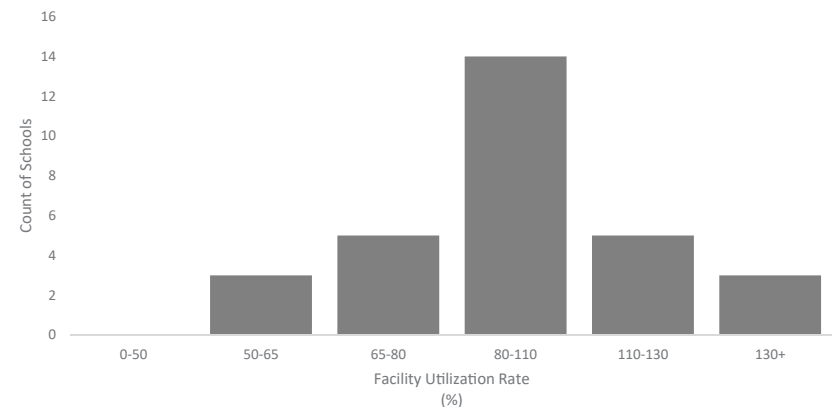
Secondary Panel

Enrolment and Facility Capacity



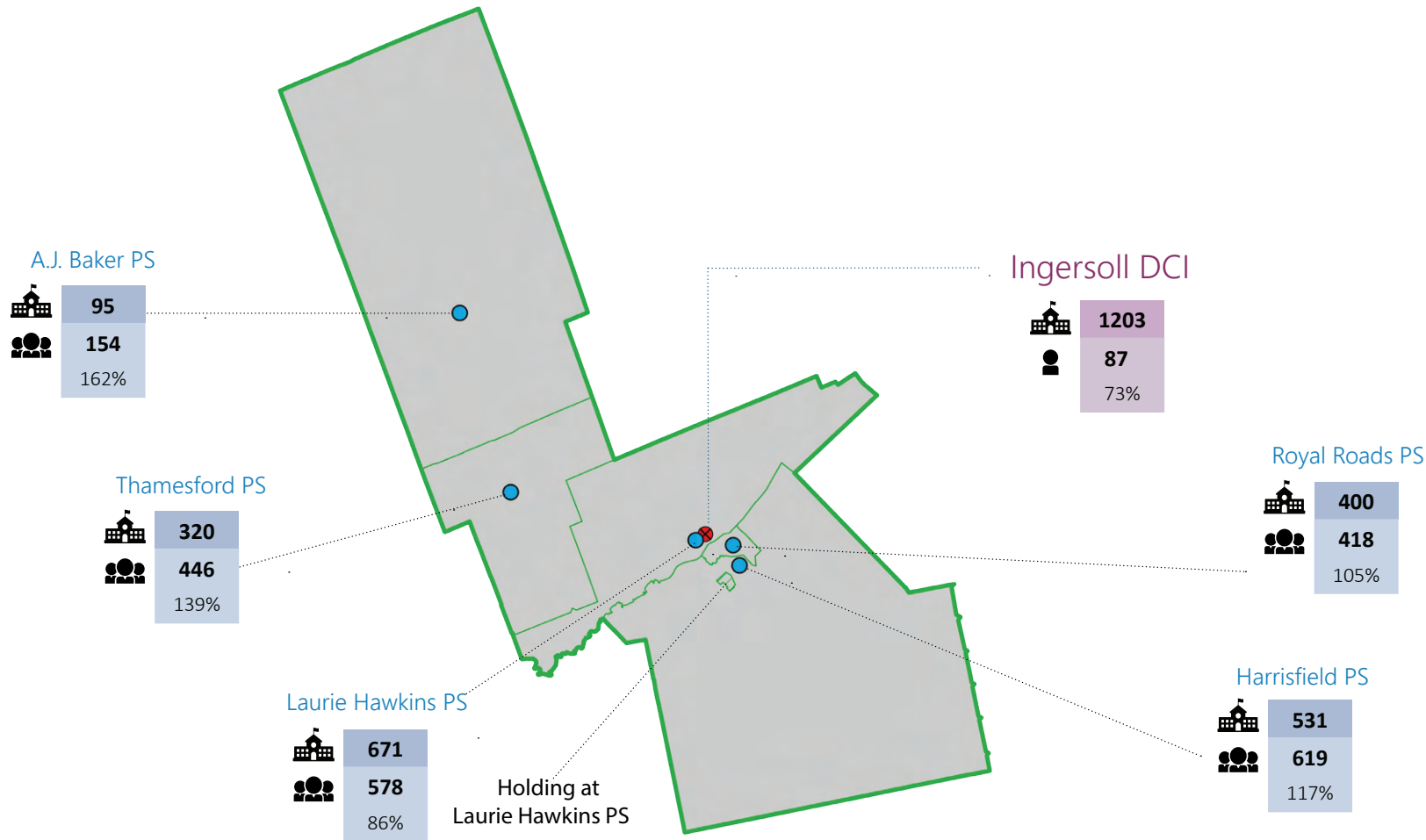
School Count by Facility Utilization Rate Range

All Schools



Planning Area 18

West Oxford



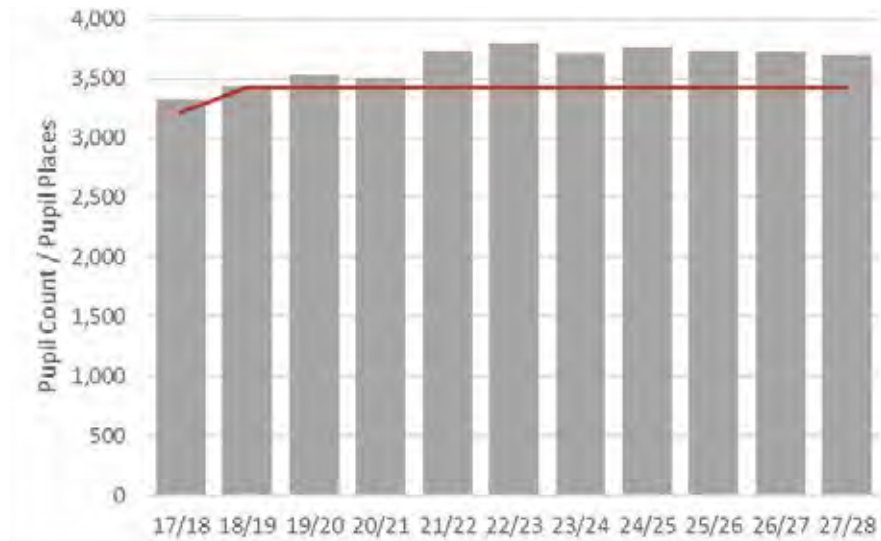
Future Capital Priorities

- New K-8 Ingersoll Elementary School (requested in 2022; submitted again in 2023)
- New Thamesford elementary school (submitted in 2023)

Future Attendance Area Reviews

- No attendance area reviews currently planned in this area

Elementary Panel



5 Elementary Schools

1 Holding Zone

Activity in the Area

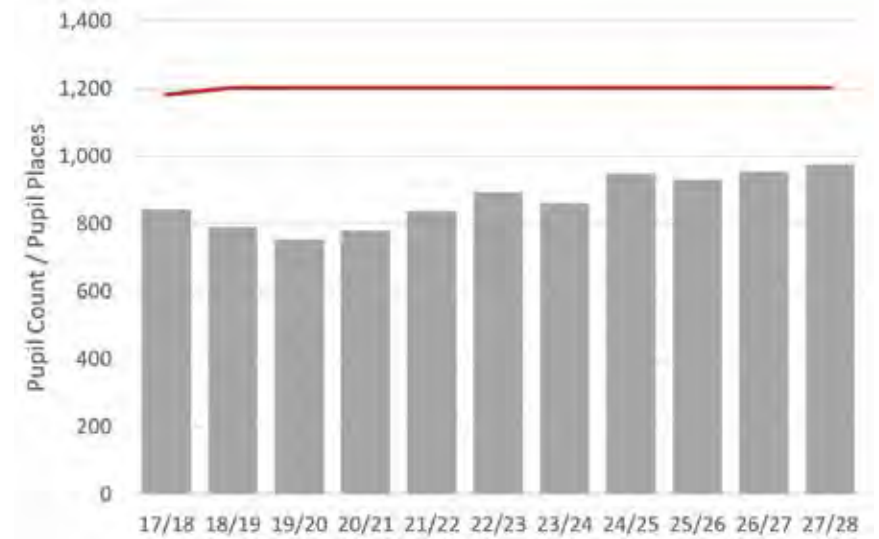
- 21/22: Removal of one special education class at Harrisfield PS; total number of special education classes at school is now two
- 2022: Ingersoll Greens Holding Zone established on Ingersoll Greens Golf Course; future students designated to attend Laurie Hawkins PS

Observations

- Moderate development anticipated, primarily in Ingersoll
- Elementary
 - Average annual projected enrolment change: increase of 3.1%
 - Persistent overutilization projected with deficit of approximately 472 pupil places in 27/28 if status quo maintained
- Secondary
 - Average annual projected enrolment change: increase of 5.6%
 - Slight enrolment growth in existing community projected in addition to growth due to residential development
 - Persistent underutilization projected with surplus of approximately 246 pupil places in 27/28 if status quo maintained

268

Secondary Panel



1 Holding School

1 Secondary School

Programming: Elementary

Five K - 8 English Track

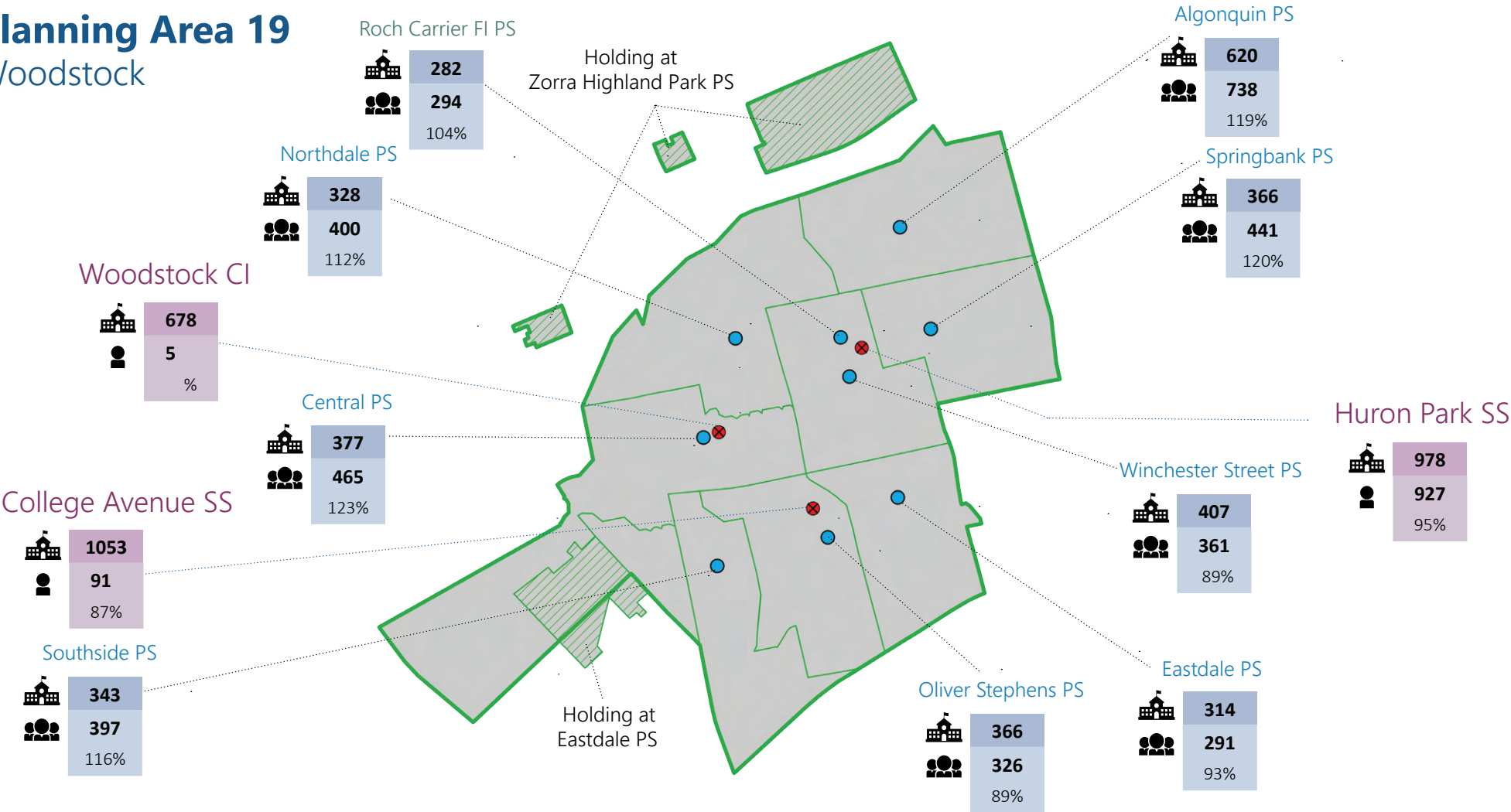
Programming: Secondary

Grade 9 - 12 English Track
Specialist High Skills Majors:
Construction, Manufacturing, Transportation, Sports

80

Planning Area 19

Woodstock



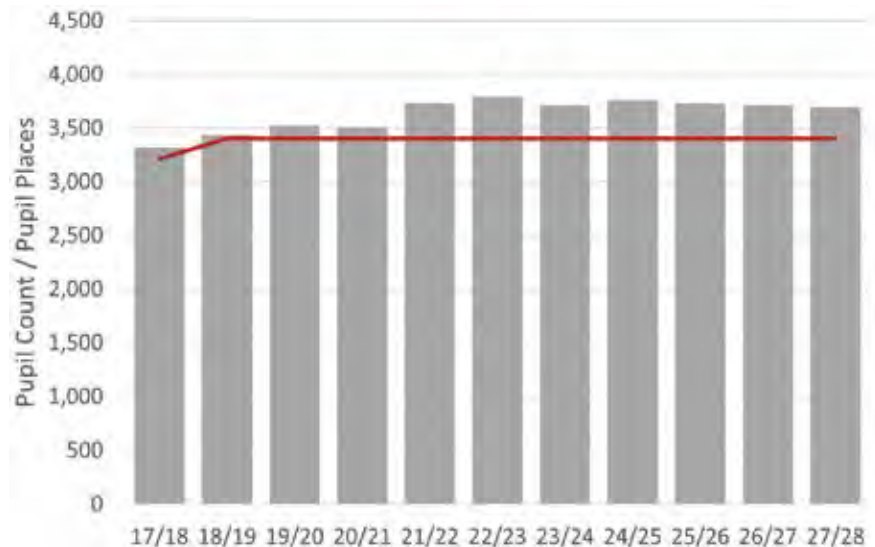
Future Capital Priorities

- New North Woodstock PS opening September 2026
- Addition at Springbank PS (submit in 2027)

Future Attendance Area Reviews

- Oxford North Attendance Area Review (2023)
 - Changes proposed for Northdale PS, Central PS, and Eastdale PS boundaries

Elementary Panel



9 Elementary Schools

4 Holding Zones

Activity in the Area

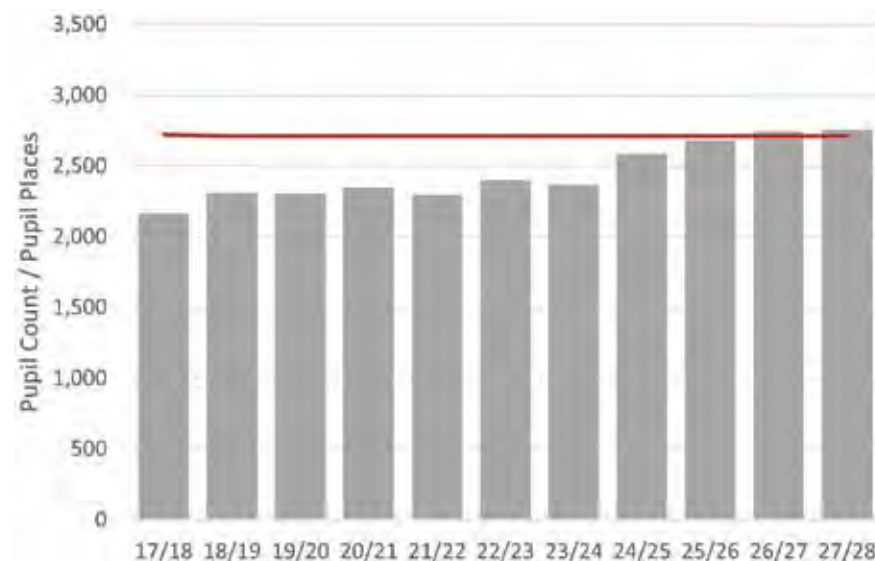
- 20/21: Initiation of Oxford County French Immersion and City of Woodstock Elementary Panel Attendance Area Review. All Elementary Schools in Woodstock included except Northdale PS, Central PS, and Southside PS - completed in September 2021
- May 2021: Submission of Capital Priorities funding request for a new North Woodstock elementary school
- May 2021: Completion of child care centre addition at Algonquin PS
- 21/22: Removal of special education class at Eastdale PS
- 2022: Approval of Capital Priorities Program submission for new 660 pupil place elementary school in North Woodstock
- Holding zone formerly designated to Winchester Street PS will be permanently designated to Springbank PS beginning September 2022
- 2023: Northdale, Central, and Eastdale inclusion in Oxford North Attendance Area Review

Observations

- Significant development anticipated, primarily through Plans of Subdivision in north, southwest and east Woodstock
- Elementary
- Average annual projected enrolment change: increase of 1.42%
 - Enrolment growth in existing community alongside growth from residential development
 - Persistent overutilization projected with deficit of approximately 295 pupil places in 27/28 - subject to change when new approved school opens
- Secondary
- Average annual projected enrolment change: increase of 5.6%
 - Moderate enrolment growth in existing community projected in addition to growth due to residential development
 - Reaching OTG capacity with deficit of 4 pupil places in 27/28 if status quo maintained

270

Secondary Panel



2 Holding Schools

3 Secondary Schools

Programming: Elementary

Eight K-8 English Track
One Grade 1-8 French Immersion

Programming: Secondary

Huron Park SS: Grade 9 – 12 English Track

- ELD / ESL A+ B Designated Site, Specialist High Skills Majors: Health and Wellness, Manufacturing

Woodstock CI: Grade 9 – 12 English Track, Grade 9 – 12 French Immersion

- Specialist High Skills Majors: Arts and Culture, Information and Communications Technology, Sports

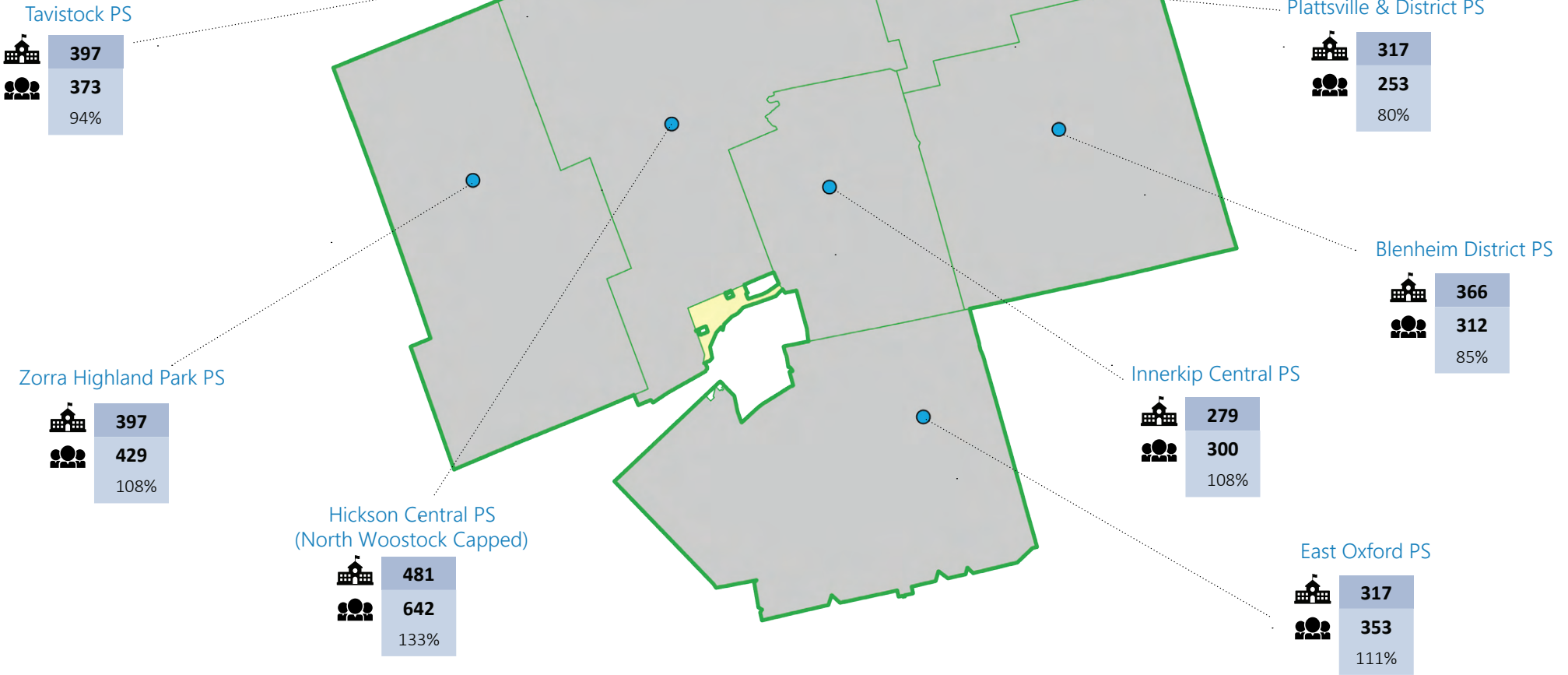
College Avenue SS: Grade 9 – 12 English Track

- Technology Emphasis, Specialist High Skills Majors: Arts and Culture, Agriculture, Construction, Hospitality and Tourism, Manufacturing

82

Planning Area 20

North / East Oxford



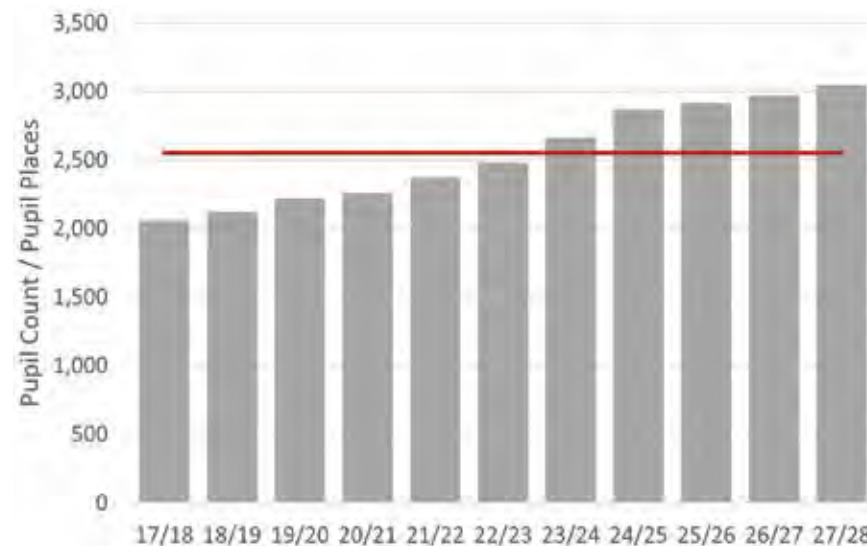
Future Capital Priorities

- Addition at Innerkip Central PS

Future Attendance Area Reviews

- Oxford North Attendance Area Review (2023)
 - Changes proposed to Zorra Highland Park, Hickson Central, Innerkip Central, and Blenheim District boundaries

Elementary Panel



Elementary
Schools



Holding
School



Holding
Zones

Activity in the Area

- 13/14: Developing areas within Hickson Central PS attendance area in north Woodstock designated to attend Central PS for interim accommodation (Planning Area 19)
- May 2021: Submission of Capital Priorities funding request for a new North Woodstock elementary school, in part to accommodate students in north Woodstock currently attending Hickson Central PS
- June 2021: Capital Priorities funding approved for construction of new North Woodstock elementary school
- 22/23: North Woodstock portion of Hickson Central PS attendance area capped to new students; new families designated to Zorra Highland Park PS
- 2023: Zorra Highland Park, Innerkip Central, Hickson Central, and Blenheim District included in Oxford North Attendance Area Review

Observations

- Significant development anticipated, primarily in North Woodstock where there are currently three holding zones
- Average annual projected enrolment change: increase of 7.8%
- Overutilization projected with deficit of 495 pupil places in 27/28 if status quo - subject to change when new North Woodstock school opens

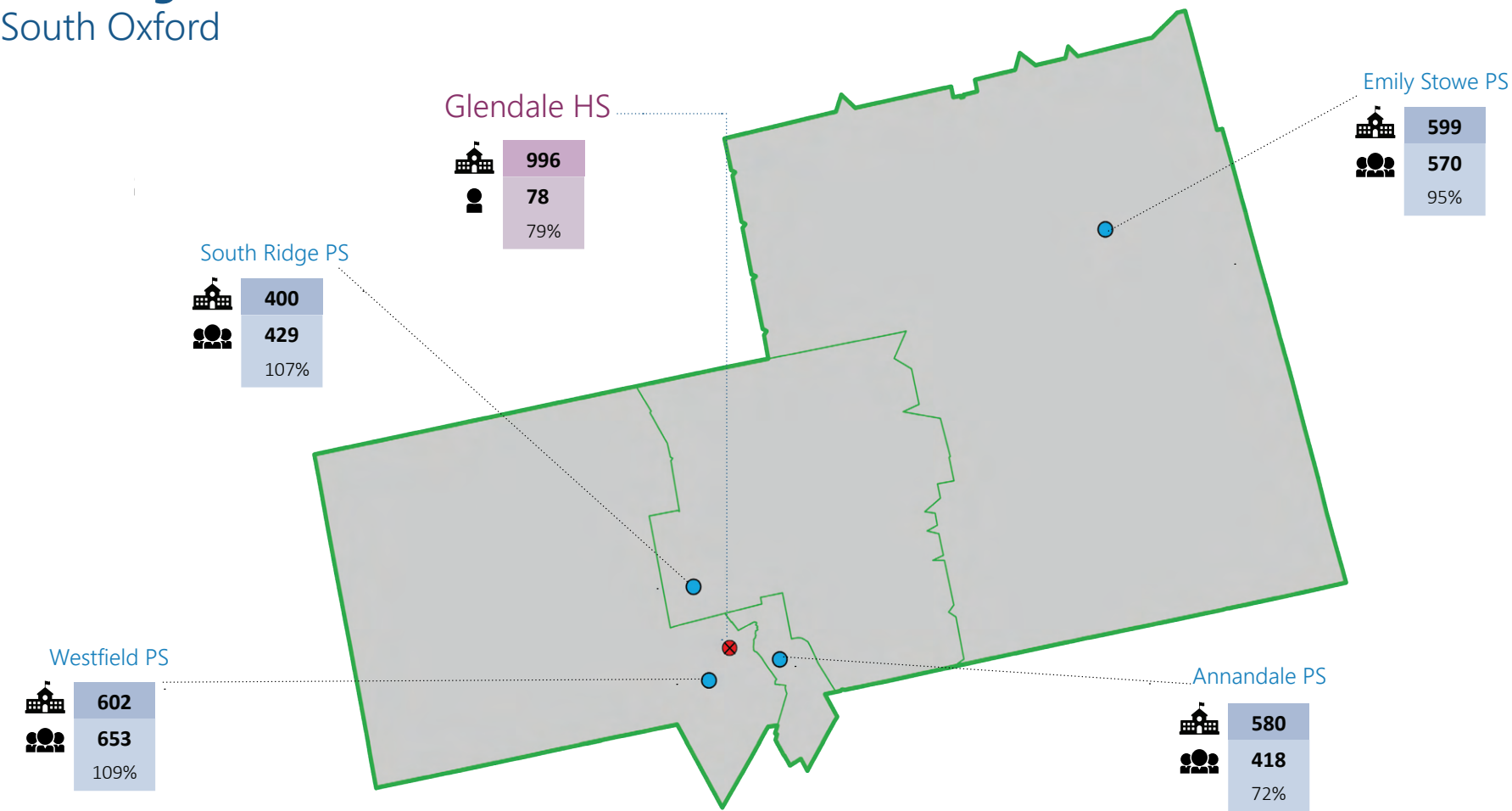
272

Programming: Elementary

Seven K - 8 English Track

Planning Area 21

South Oxford



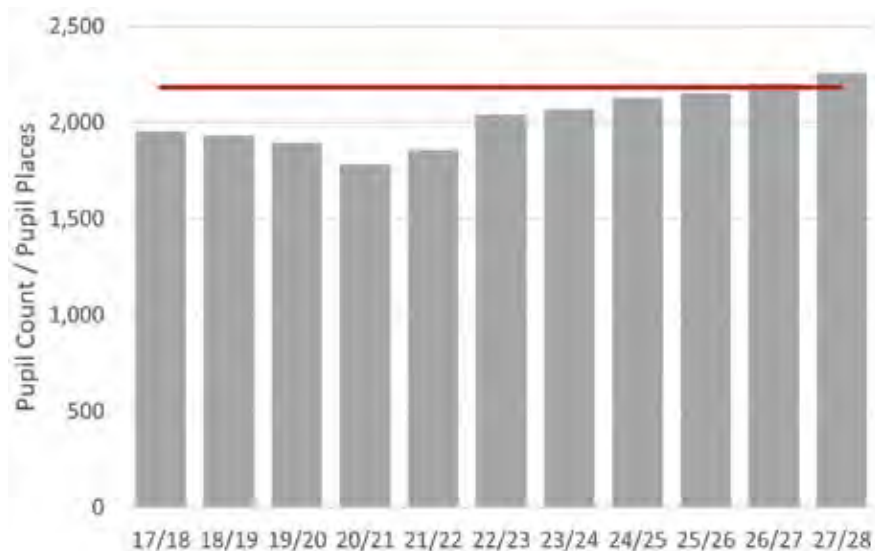
Future Capital Priorities

- No capital priorities currently planned for this area

Future Attendance Area Reviews

- Oxford South Attendance Area Review (2024)

Elementary Panel



4 Elementary Schools

Activity in the Area

- 14/15: Consolidation and closure of Maple Lane PS and Rolph Street PS
- 15/16: Opening of Westfield PS and grade configuration change at Annandale PS
- 2022: Maple Lane PS conditionally sold
- Upcoming in 2024: South Oxford Attendance Area Review

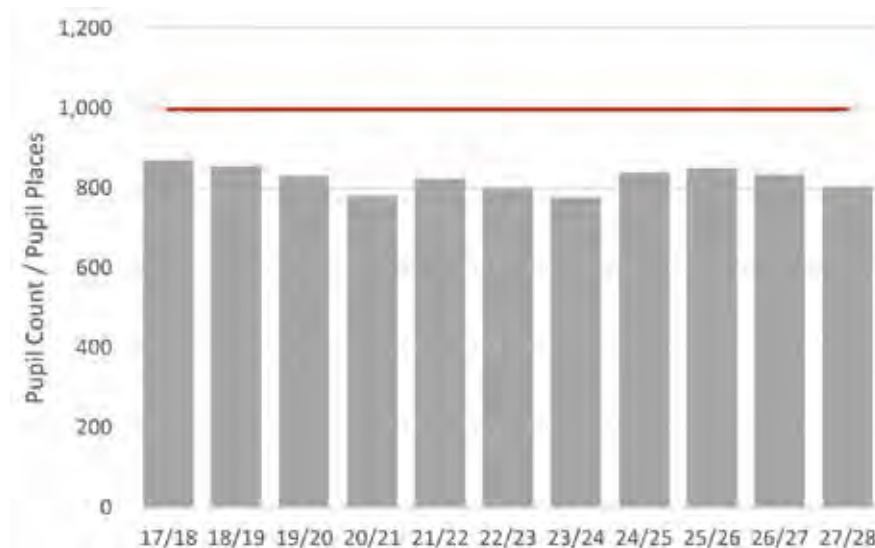
Observations

- Moderate to significant development anticipated, primarily in Tillsonburg
- Elementary
- Low pupil yield projected from new dwelling units due to lower board-share
- Persistent underutilization but projecting a deficit of 77 pupil places in 27/28 if status quo maintained
- Average annual projected enrolment change: increase of 2.9%

Secondary

- Average annual projected enrolment change: increase of 5.4%
- Persistent underutilization projected with surplus of approximately 202 pupil places in 27/28 if status quo maintained

Secondary Panel



1 Secondary School

Programming: Elementary

Four K-8 English Track

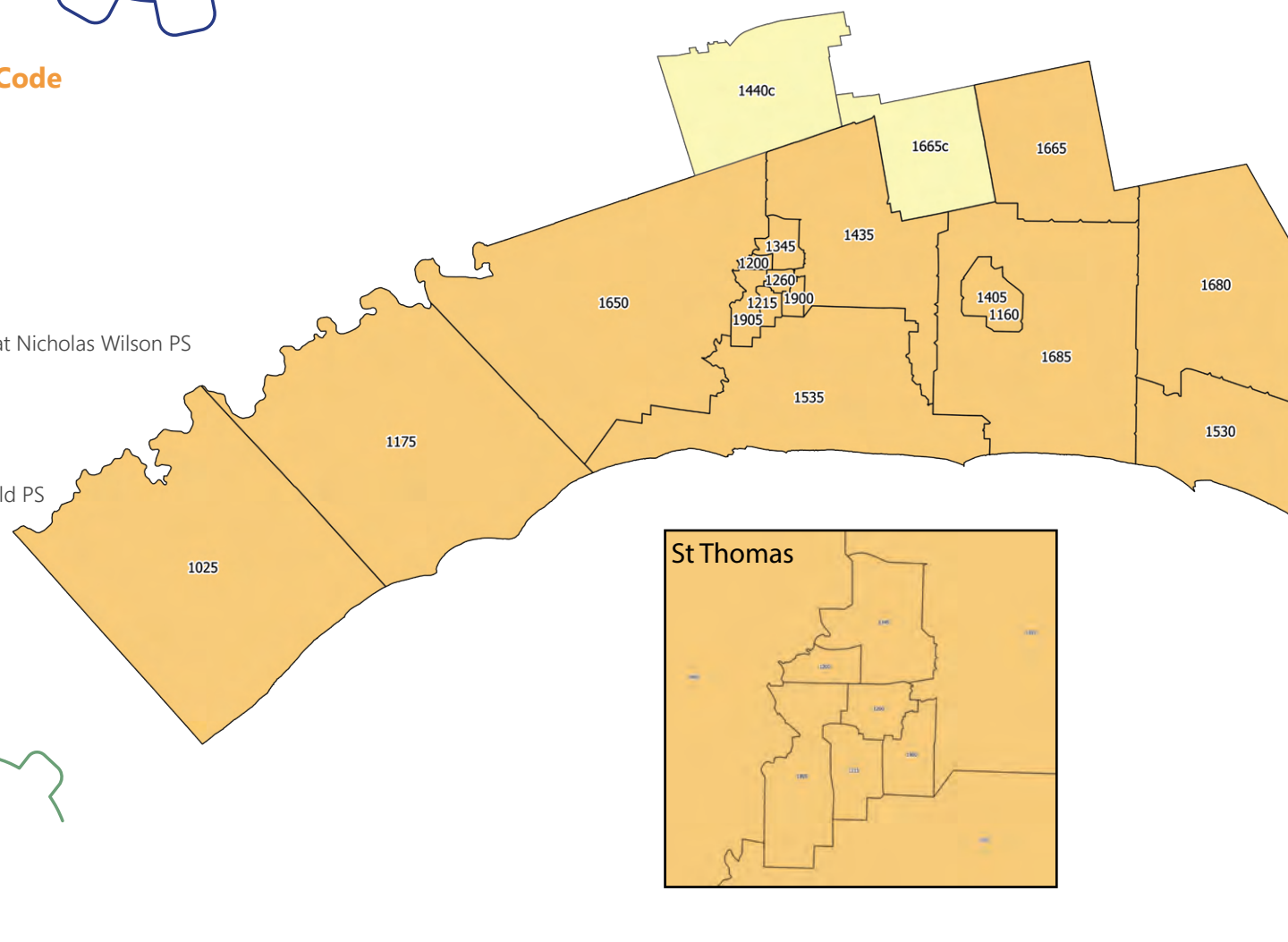
Programming: Secondary

Grade 9-12 English Track
Specialist High Skills Majors:
Transportation

Elgin County

Elementary Schools by School Code

1025 - Aldborough PS
1160 - Davenport PS
1175 - Dunwich-Dutton PS
1200 - June Rose Callwood PS
1215 - Elgin Court PS
1260 - Forest Park PS
1345 - Locke's PS
1405 - McGregor PS
1435 - New Sarum PS
1440c - Former Westminster Central PS Cap at Nicholas Wilson PS
1530 - Port Burwell PS
1535 - Kettle Creek PS
1630 - South Dorchester PS
1650 - Southwold PS
1665 - Springfield PS
1665c - South Dorchester PS Cap at Springfield PS
1680 - Straffordville PS
1685 - Summers' Corners PS
1900 - Mitchell Hepburn PS
1905 - John Wise PS

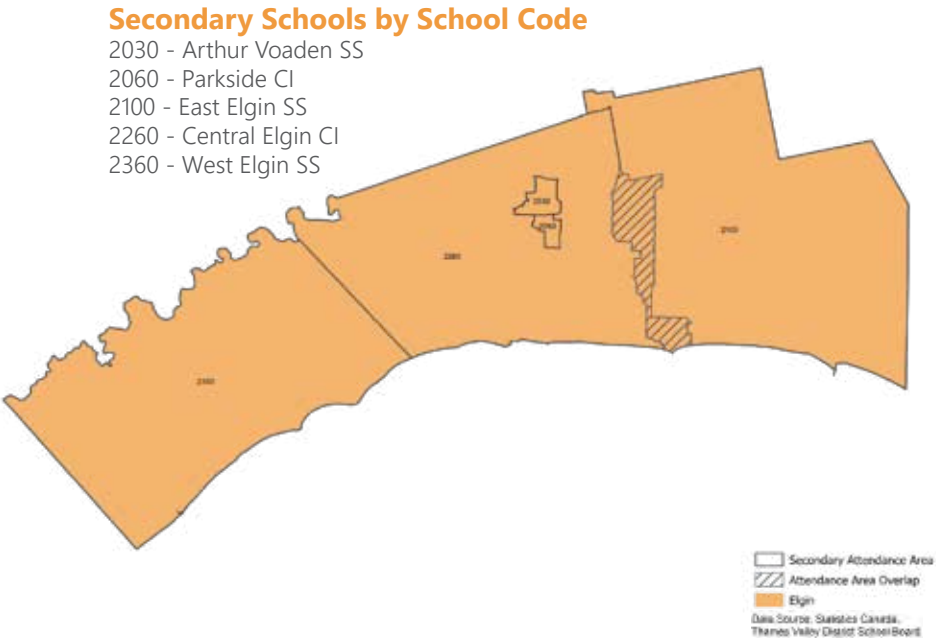
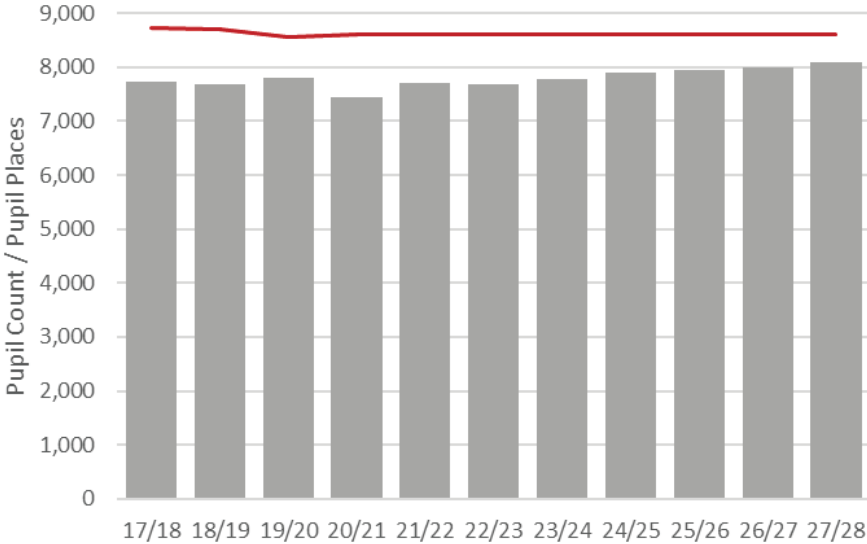


Regional Snapshot

Elgin County/City of St. Thomas

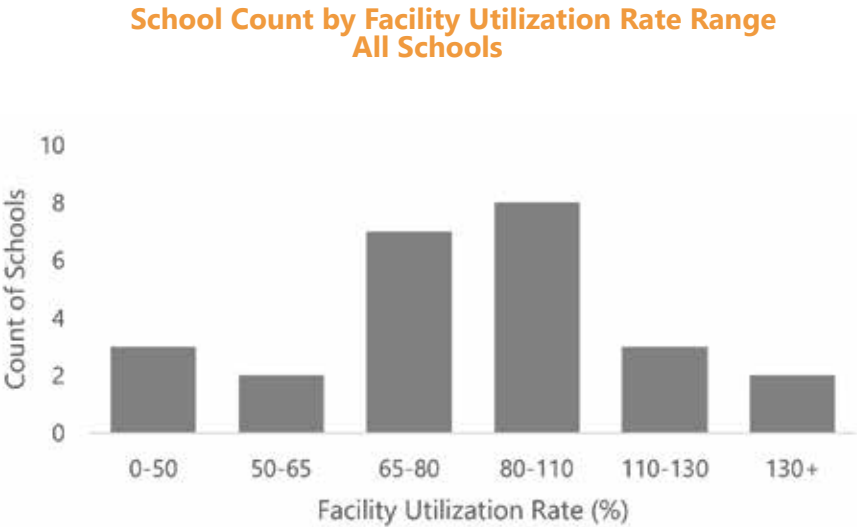
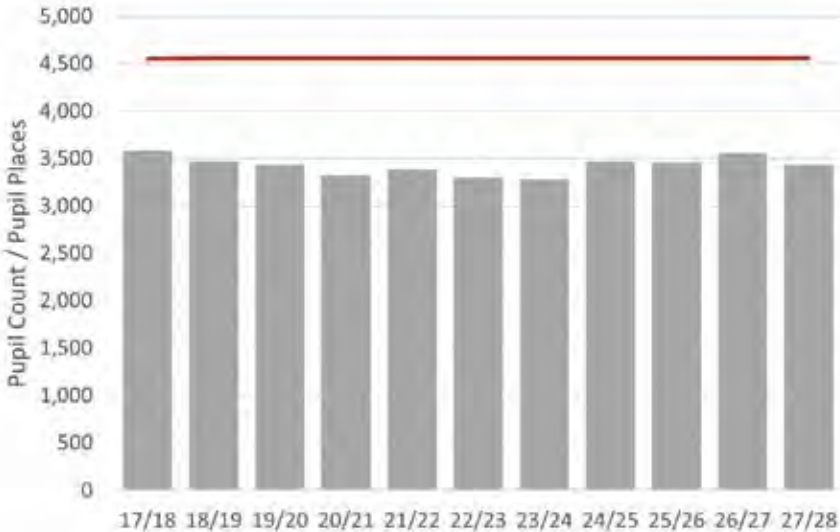
Elementary Panel

Enrolment and Facility Capacity



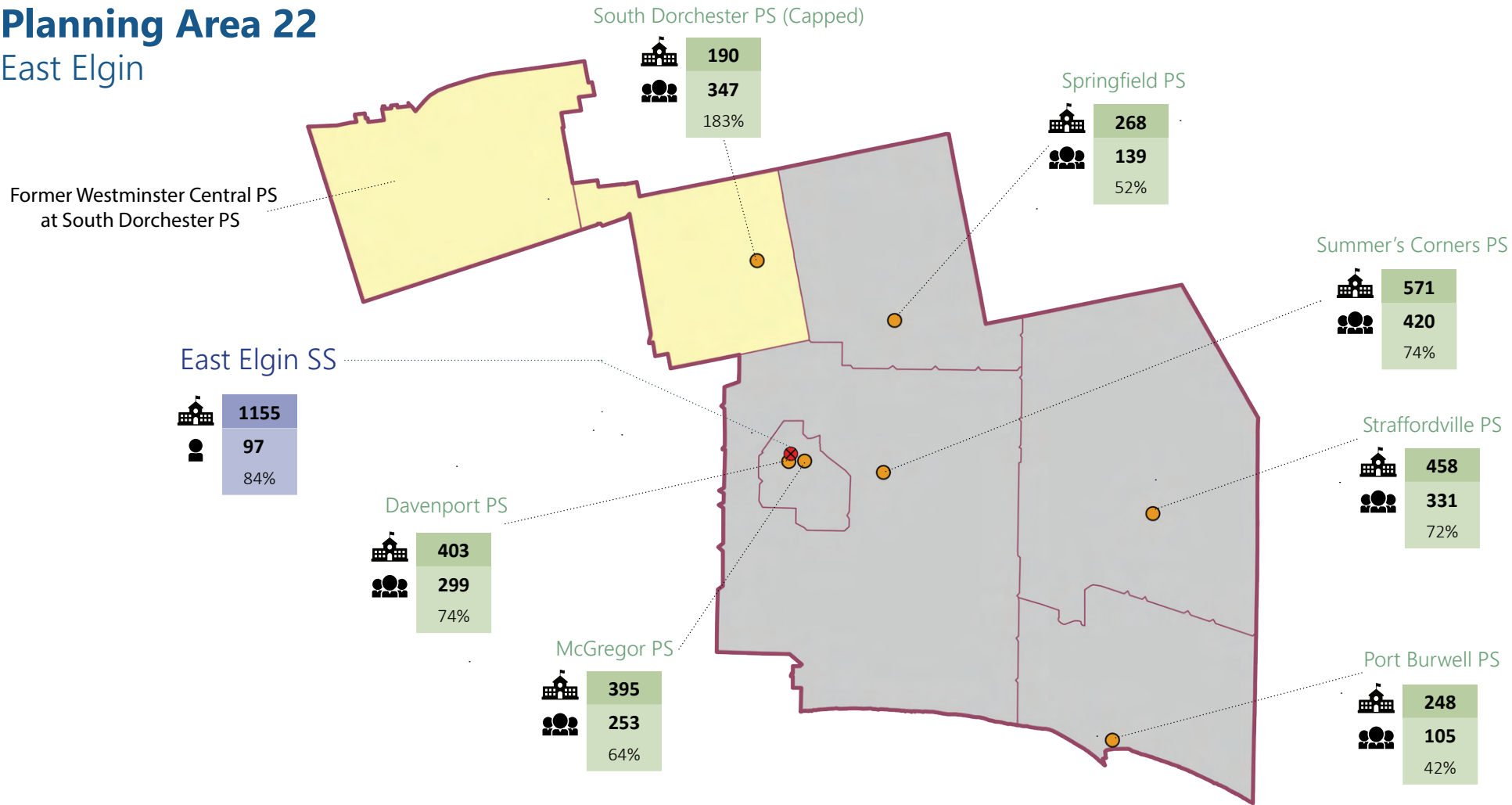
Secondary Panel

Enrolment and Facility Capacity



Planning Area 22

East Elgin



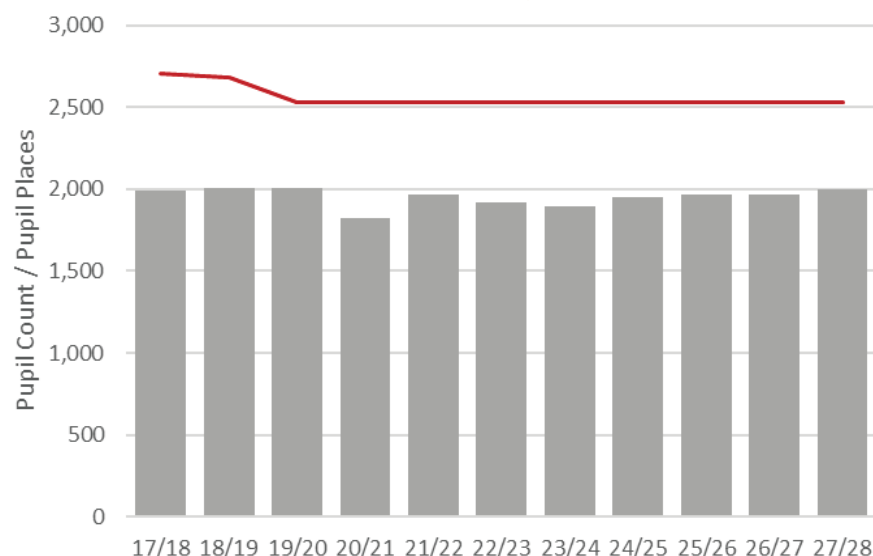
Future Capital Priorities

- New Belmont PS opening September 2026
- No future capital priorities currently planned for this area

Future Attendance Area Reviews

- No attendance area reviews currently planned for this area

Elementary Panel



Elementary
Schools

Activity in the Area

- 17/18: EPAR01 Board-approved to close and consolidate South Dorchester PS and Springfield PS at new Belmont PS; Capital Priorities funding request denied by Ministry of Education
- 18/19: Completion of programming enhancement renovations and grade structure changes at Davenport PS and McGregor PS
- 19/20: Board-approved recommendations to close Springfield PS rescinded; Capital Priorities funding request for new Belmont elementary school submitted
- June 2020: Capital Priorities funding approved for construction of new Belmont elementary school
- 2022/23: Establishment of Low-German Mennonite Focus School sites at Summers' Corners PS and Straffordville PS
- 23/24: Board approved enrolment cap at South Dorchester. All new families in South Dorchester boundary designated to attend Springfield PS for grades JK-6 and South Dorchester for grades 7-8 commencing in the 23/24 school year until the new Belmont PS is open

Observations

- All new London families residing in the new Belmont boundary will be designated to attend Nicholas Wilson PS (Planning Area 11) commencing in the 23/24 school year until new Belmont PS opens

- Planning Area has largely stabilized

Elementary

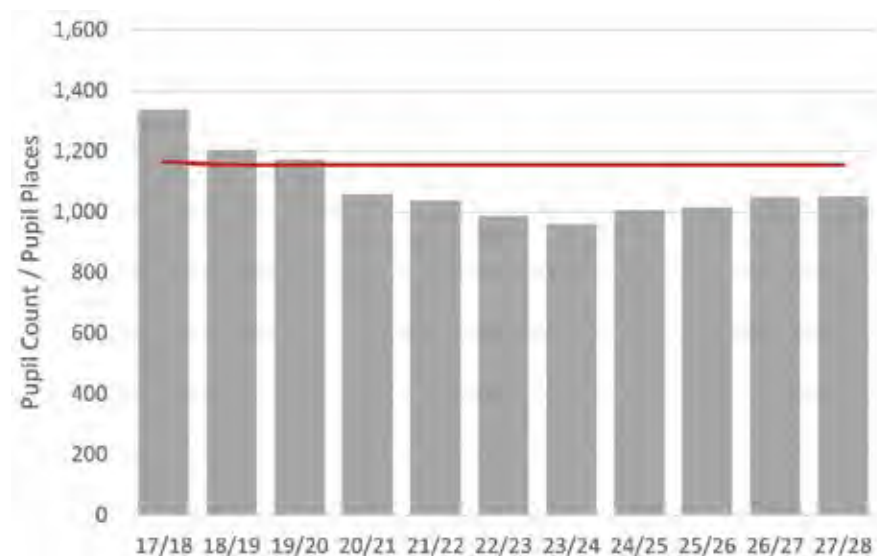
- Average annual projected enrolment change: increase of 3%
- Persistent underutilization projected with surplus of approximately 538 pupil places in 27/28 if status quo maintained

Secondary

- Average annual projected enrolment change: increase of 1.9%
- Underutilization projected with surplus of 116 pupil places in 27/28 if status quo maintained

278

Secondary Panel



Secondary
School

Programming: Elementary

Two K-8 English Track

Two K-6 English Track:

Port Burwell PS

Springfield PS

K-3 English Track:

McGregor PS

4-8 English Track:

Davenport PS

Programming: Secondary

Grade 9 – 12 English Track

ELD / ESL A+B Designated Site

ASPIRE

Tu Puente

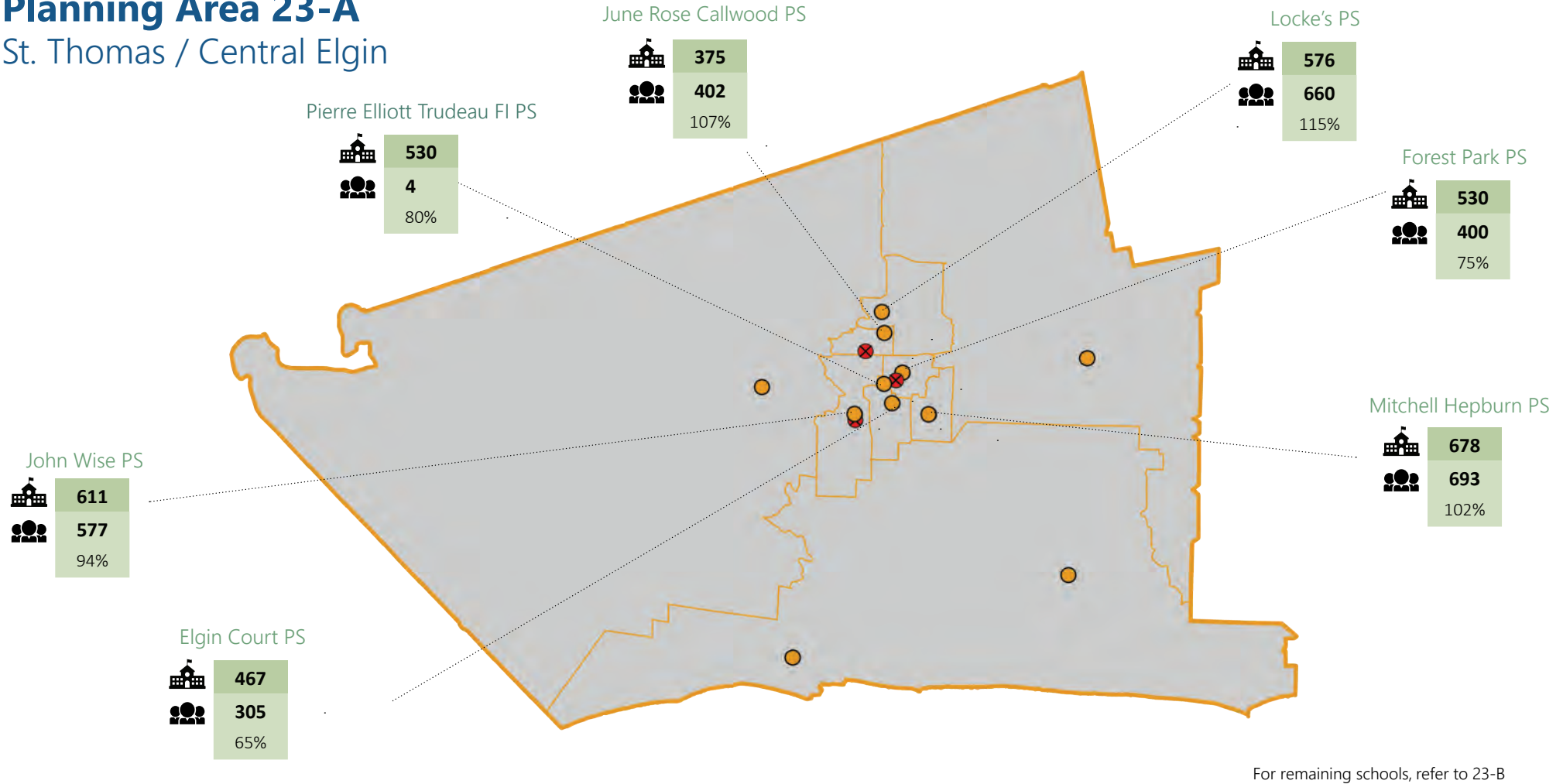
Specialist High Skills Majors:

Environment, Manufacturing, Health and Wellness

90

Planning Area 23-A

St. Thomas / Central Elgin



For remaining schools, refer to 23-B

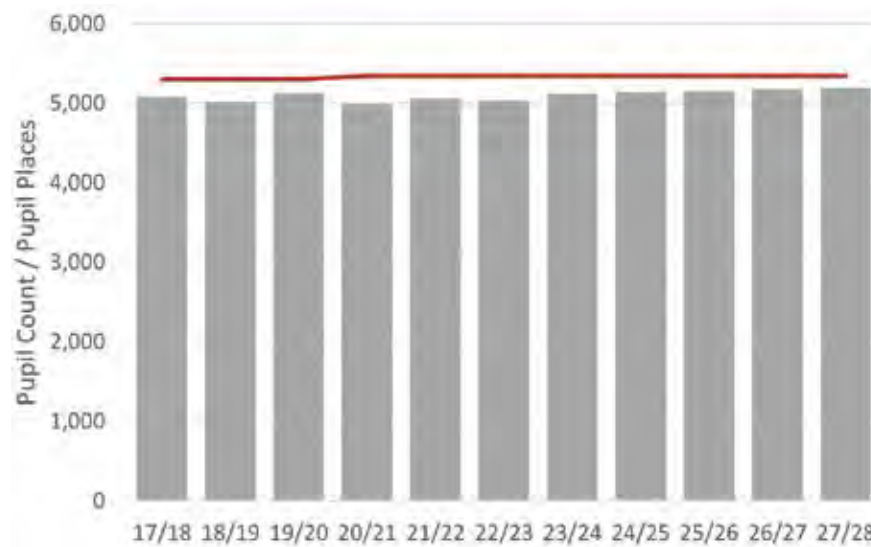
Future Capital Priorities

- New K-8 St. Thomas Elementary School (submit in 2026)

Future Attendance Area Reviews

- No attendance area reviews planned for this area

Elementary Panel



Elementary
Schools



Holding
Zone



Holding
School

Activity in the Area

- 13/14: Kettle Creek PS designated as a holding school to provide interim accommodation for students residing in Southeast St. Thomas
- 17/18: EPAR01 Board-approved recommendations to close and consolidate New Sarum PS and Sparta PS and to construct a new school in Southeast St. Thomas. Capital Priorities funding request for a new Southeast St. Thomas elementary school denied by the Ministry of Education
- 18/19: Opening of Éva Circé-Côté FI PS at former Sparta PS site; former Sparta PS consolidated at Kettle Creek PS and addition initiated at Kettle Creek PS
- 19/20: Board-approved recommendation to close New Sarum PS rescinded; Capital Priorities funding request submitted for a new school in Southeast St. Thomas
- 2020: Capital Priorities Funding request for a new elementary school in Southeast St. Thomas denied by the Ministry of Education, with the TVDSB requested to accommodate students through an attendance area review process

- 22/23: Initiation of the City of St. Thomas Attendance Area Review - completed in June 2023
- The Southeast St. Thomas Holding Zone to be dissolved and students will be permanently accommodated at Mitchell Hepburn PS commencing in the 2024-2025 school year

Observations

- Projected new dwelling units within Planning Area to 26/27: approximately 1259
- Development anticipated in Planning Area as Plans of Subdivision continue to develop, primarily in southeast St. Thomas
- Consistent underutilization projected with surplus of approximately 148 pupil places in 27/28 if status quo maintained
- Majority of new growth expected through greenfield development in northwest St. Thomas and infill development
- 23/24: Two FDK classes added at Pierre Elliott Trudeau FI PS

Programming: Elementary

Nine K – 8 English Track



Two Gr. 1-8 French Immersion
Éva Circé-Côté FI PS and Pierre Elliott Trudeau FI PS
English JK/SK Integration Sites



Planning Area 23-B St. Thomas / Central Elgin



Arthur Voaden SS

Central Elgin CI



Southwold PS

| | |
|---|-----|
|  | 654 |
|  | % |



| | |
|---|------|
|  | 1059 |
|  | 36 |
| | 34% |

| | |
|---|-----|
|  | 717 |
|  | 9 % |



New Sarum PS

| | |
|---|-----|
|  | 257 |
|  | 2 |
| | % |



Parkside CI

| | |
|--|-----|
|  | 984 |
|  | 10 |
| | 1 % |

Éva Circé-Côté FI PS

| | |
|---|-----|
|  | 305 |
|  | 23 |
| | 7 % |

Kettle Creek PS

| | |
|---|------|
|  | 363 |
|  | 4 |
| | 13 % |

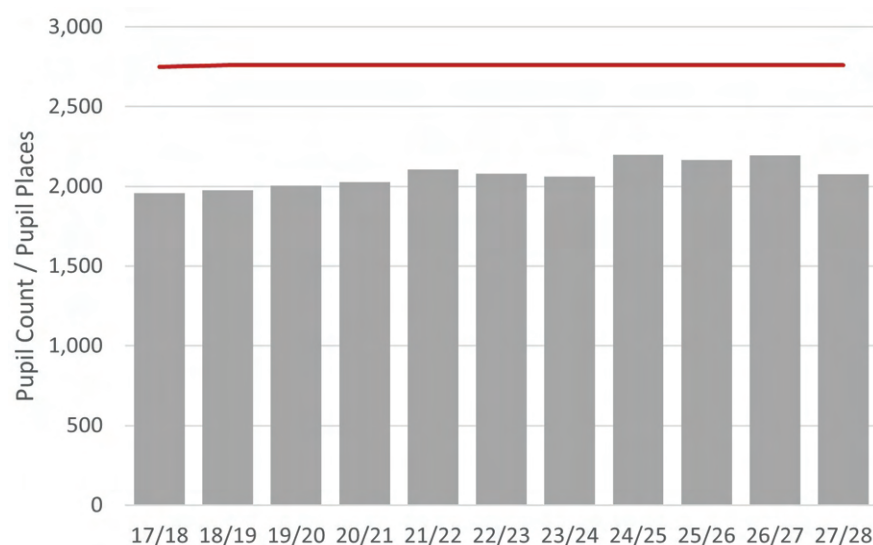
Future Capital Priorities

- Replacement school for Arthur Voaden SS

Future Attendance Area Reviews

- St. Thomas Secondary Panel (2025)

Secondary Panel



Secondary
Schools

Activity in the Area

- 21/22: Removal of one special education class at Southwold PS; total number of special education classes at the school is now 1
- 21/22: Addition of one special education class at Central Elgin CI; total number of special education classes at school is now 2
- 21/22: Addition of one special education class at Arthur Voaden SS; total number of special education classes at school is now 7
- 22/23: Refer to Planning Area 23A for details regarding St. Thomas Elementary Attendance Area Review

Observations

- Average annual projected enrolment change: decrease of 1%
- Enrolment growth in existing community projected alongside growth from residential development
- Overall underutilization projected with surplus of approximately 717 pupil places in 27/28 if status quo maintained
- Localized overutilization projected at Parkside CI with a deficit of approximately 221 pupil places in 26/27 if status quo maintained

Programming: Secondary

Three Grade 9-12 English Track

Arthur Voaden SS: Grade 9-12 English Track

- Technology Emphasis
- Specialist High Skills Majors: Arts and Culture, Construction, Health and Wellness, Hospitality and Tourism, Transportation

Parkside CI: Grade 9-12 English Track/Grade 9-12 French Immersion

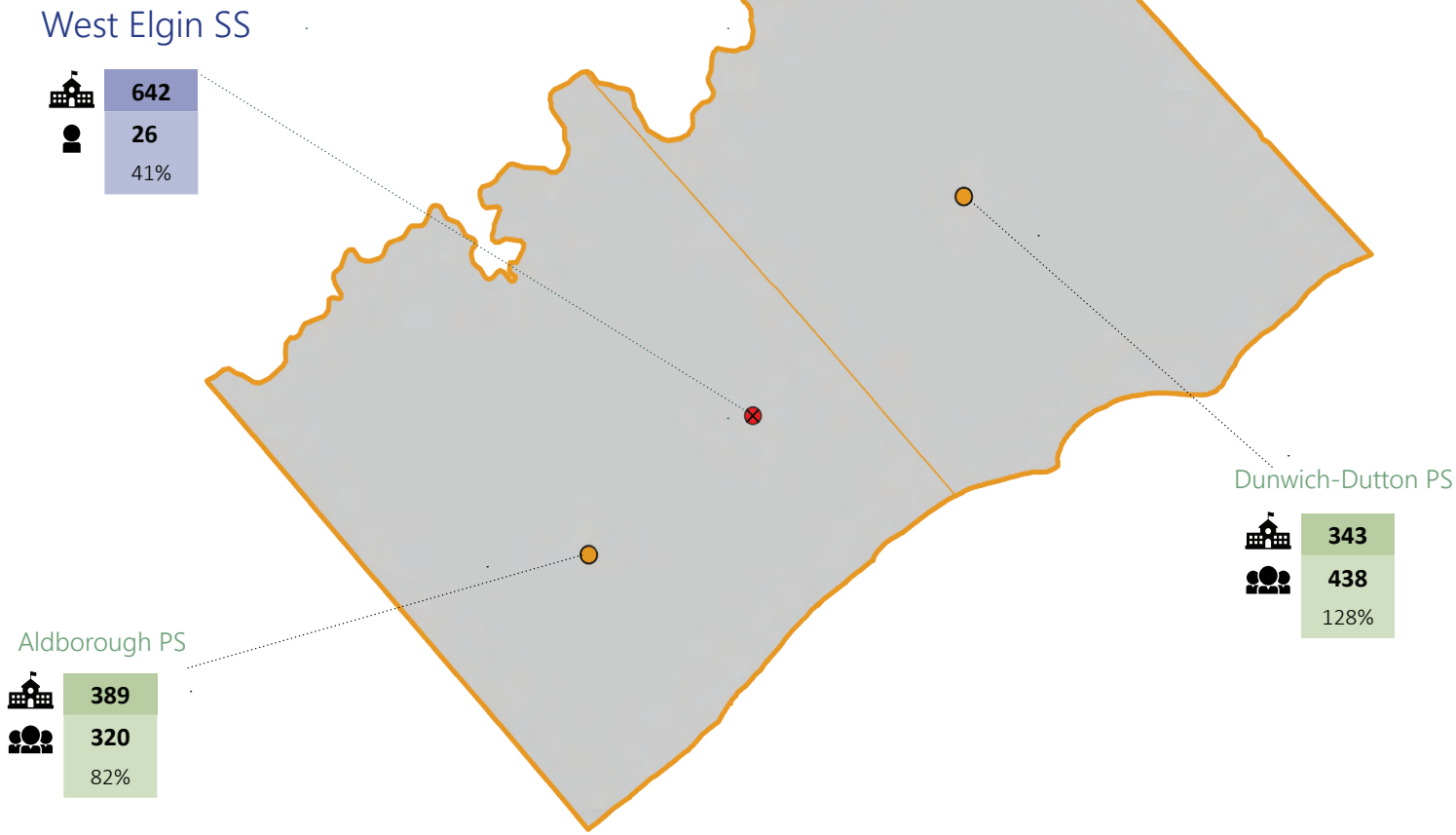
- Specialist High Skills Majors: Arts and Culture, Horticulture and Landscaping, Manufacturing, Sports, Transportation

Central Elgin CI: Grade 9-12 English Track

- Specialist High Skills Majors: Business

Planning Area 24

West Elgin



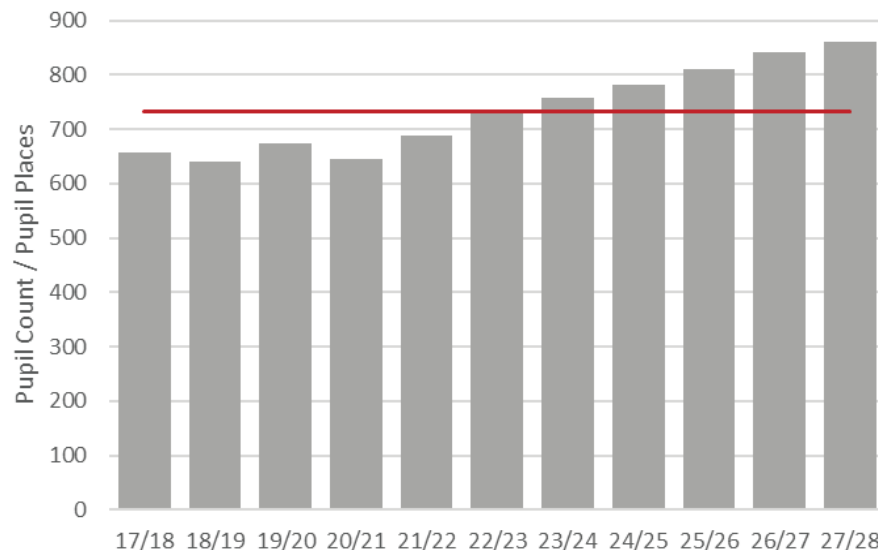
Future Capital Priorities

- No capital priorities currently planned for this area

Future Attendance Area Reviews

- No Attendance Area Reviews currently planned for this area

Elementary Panel



Elementary
Schools

Activity in the Area

- 15/16: Closure of West Elgin Senior Elementary School
- 17/18: Grade re-configuration from K-6 to K-8 at Aldborough PS and Dunwich-Dutton PS
- 17/18: Capital Priorities funding approved for child care facility at Aldborough; capital approvals process underway

Observations

- Some development anticipated within Planning Area over the 5-year planning horizon

Elementary

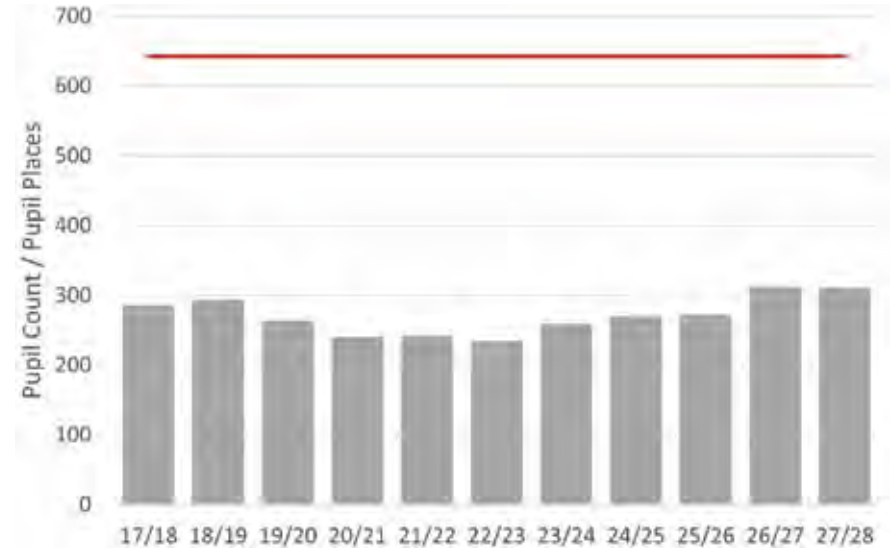
- Small outgoing grade 8 cohort and larger incoming expected JK cohort projected to result in change of 7.6%. Following 22/23, variable year over year change ranging from 2-4%
- Stable existing community
- Overutilization projected with deficit of approximately 128 pupil places in 27/28 if status quo maintained

Secondary

- Projected enrolment change variable year over year ranging from 0.4-3.4%
- Persistent underutilization projected with surplus of approximately 332 pupil places in 27/28 if status quo maintained

284

Secondary Panel



Secondary
School

Programming: Elementary

Two K-8 English Track

Programming: Secondary

Grade 9-12 English Track
Specialist High Skills Majors:
Agriculture, Environment

Section 3 - Share

Focus on French Immersion

Thames Valley DSB is proud to deliver consistent, equitable access to high-quality French Immersion programming across the district.

In 20/21, the district began to offer consolidated entry into French Immersion programming at Grade 1, with English Full Day Kindergarten available in designated elementary schools.

Approximately 4,500 students are enrolled in elementary French Immersion programming in 23/24.

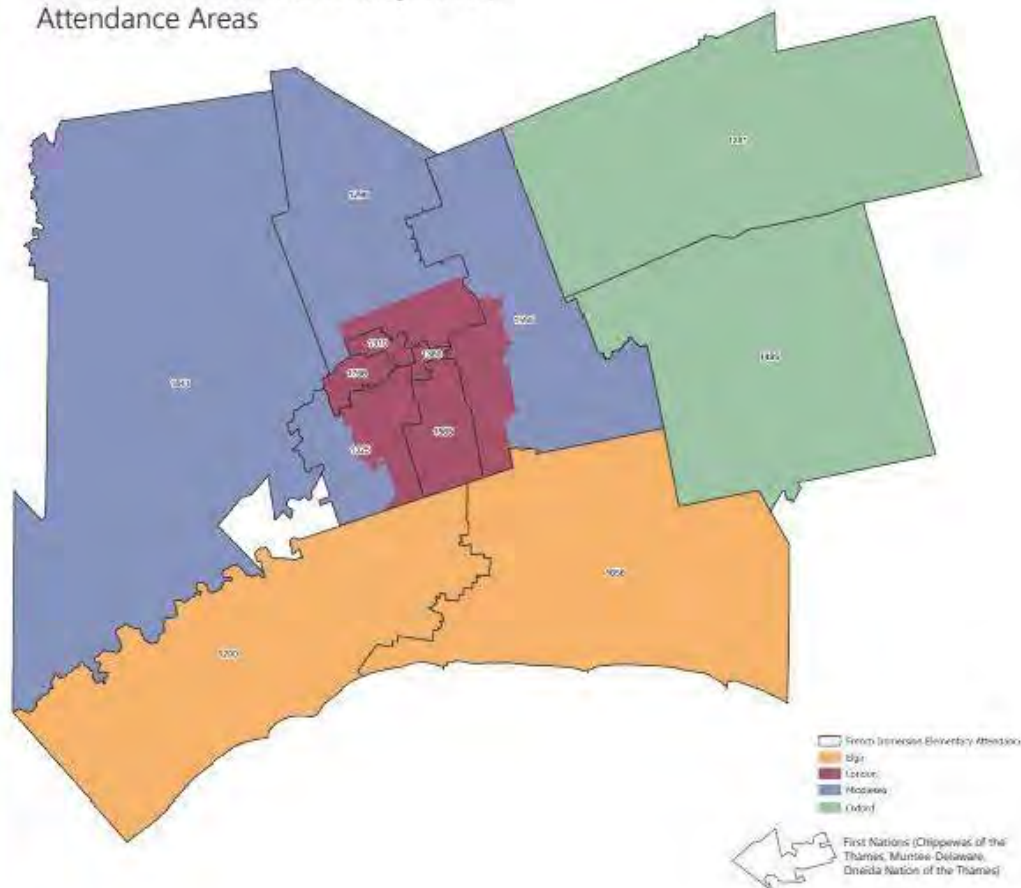
Elementary Panel French Immersion Schools

FI Enrollment in 23/24

| | |
|-------------------------------------|-----|
| 1281 - Roch Carrier FI PS | 294 |
| 1290 - Pierre Elliott Trudeau FI PS | 422 |
| 1296 - Louise Arbour FI PS | 642 |
| 1310 - Jeanne Sauvé FI PS | 303 |
| 1325 - Kensal Park FI PS | 668 |
| 1360 - Lord Roberts FI PS | 286 |
| 1485 - Oliver Stephens PS | 137 |
| 1555 - Princess Anne FI PS | 400 |
| 1565 - Princess Elizabeth PS | 320 |
| 1641 - J.S. Buchanan FI PS | 353 |
| 1656 - Éva Circé Côté FI PS | 234 |
| 1766 - West Oaks FI PS | 404 |



French Immersion Elementary School
Attendance Areas



Data Source: Statistics Canada, Thames Valley District School Board

Focus on French Immersion

Approximately 1,142 secondary students are enrolled in secondary French Immersion programming in 23/24.

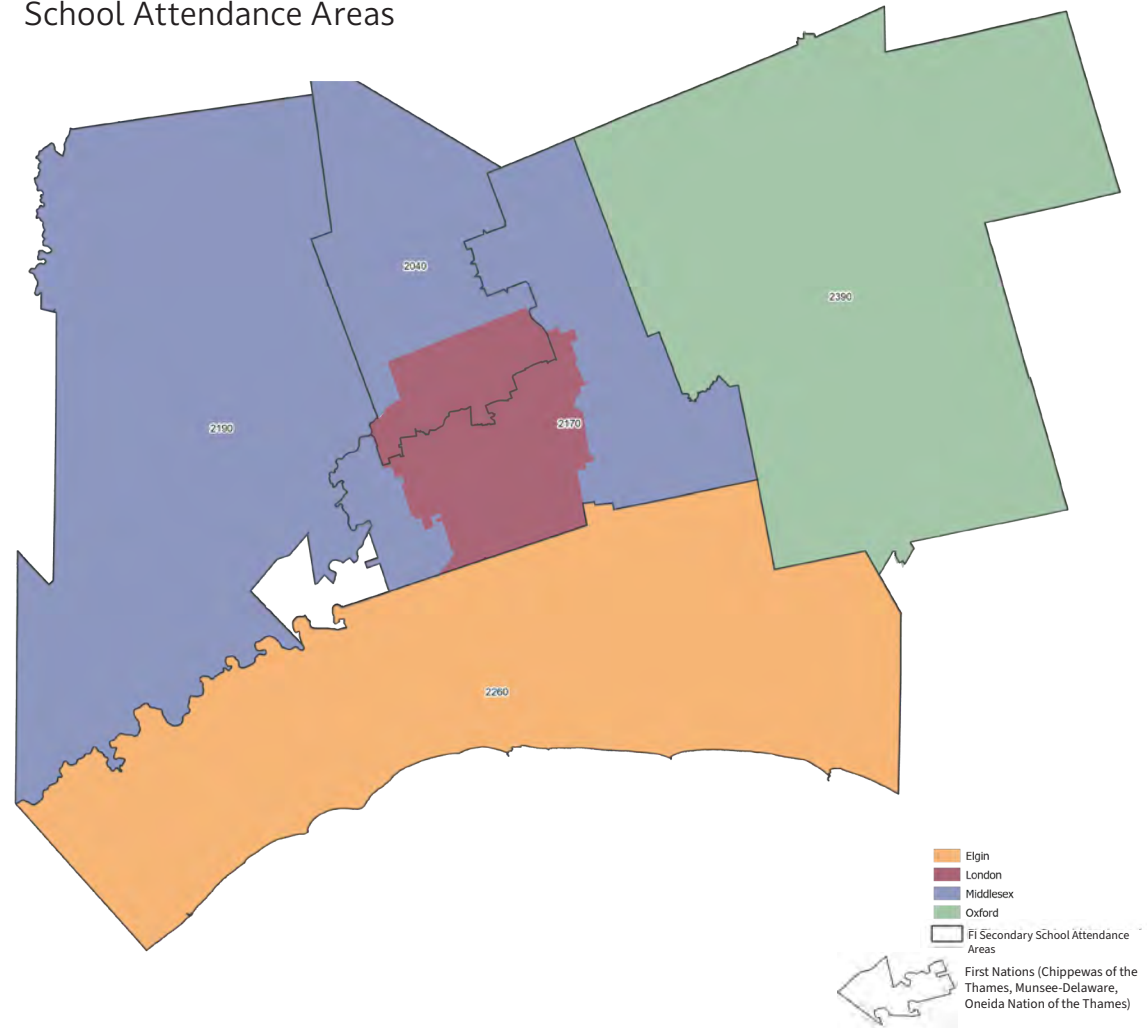
Secondary Panel Schools Offering French Immersion Programming

FI Enrollment in 23/24

| | |
|---------------------------------|-----|
| 2040 - Sir Frederick Banting SS | 359 |
| 2170 - Sir Wilfrid Laurier SS | 408 |
| 2190 - Strathroy DCI | 63 |
| 2260 - Parkside CI | 149 |
| 2390 - Woodstock CI | 163 |



French Immersion Secondary School Attendance Areas



Section 3 - Share

Focus on Interim Accommodation

Interim accommodation measures include:

- 1) the use of portables and portapaks to provide space at existing school sites;
- 2) the application of holding zones to select areas of new residential development where local school facility capacity is already constrained; and,
- 3) establishing interim accommodation schools for schools that no longer have capacity but are located in partially or fully built subdivisions.

Portables and Portapaks

Portables and portapaks are used across the system to provide supplementary non-permanent space in areas where pupil enrolment exceeds the available capacity of the school. Portables and portapaks enable Thames Valley to accommodate enrolment fluctuations while permanent accommodation strategies are developed and implemented.

With increasing enrolment over the past three years, the Board has not had adequate opportunities to continue decommissioning an aging portable inventory. The estimated useful service life for portable structures is 20 years based on the Ministry of Education. Maintenance staff complete annual reviews of portables to identify repair needs. Operations staff, through daily cleaning, also identify any health and safety issues to be addressed. The useful service life of aging portables are extended through these repairs.

Interim Accommodation Schools

Interim accommodation schools are implemented where an existing school no longer has the capacity, including built space and portables, to accommodate growth from its attendance area. An interim accommodation school will be chosen to redirect new families away from the school facing enrolment pressure. The interim school is chosen based on a number of factors, including proximity to the home school, amenities, and its ability to accommodate portables on site.

Focus on Interim Accommodation

Portable Counts at TVDSB Schools

The following table displays the existing and projected portables counts for elementary and secondary schools across the district. Totals include rooms contained within portapak units at Sir Arthur Currie PS, Stoney Creek PS, Eagle Heights PS, Byron Northview PS, and Roch Carrier FI PS.

| PA | Elementary School | Portable Count | PA | Elementary School | Portable Count | PA | Elementary School | Portable Count | | | |
|----|-----------------------|----------------|----|-----------------------|----------------|----|------------------------|----------------|--|--|--|
| | | Existing 23/24 | | | Existing 23/24 | | | Existing 23/24 | | | |
| 1 | Emily Carr PS | 5 | 9 | W. Sherwood Fox PS | 5 | 19 | Roch Carrier FIPS | 10 | | | |
| 1 | Orchard Park PS | 1 | 10 | Ashley Oaks PS | 2 | 19 | Southside PS | 3 | | | |
| 1 | Sir Arthur Currie PS | 15 | 10 | Sir G.E. Cartier PS | 6 | 19 | Springbank PS | 4 | | | |
| 1 | University Heights PS | 1 | 10 | White Oaks PS | 12 | 19 | Winchester Street PS | 1 | | | |
| 1 | Wilfrid Jury PS | 10 | 11 | Wilton Grove PS | 1 | 20 | East Oxford Central PS | 2 | | | |
| 2 | Cedar Hollow PS | 5 | 11 | C. C. Carrothers PS | 1 | 20 | Hickson Central PS | 8 | | | |
| 2 | Jack Chambers PS | 1 | 12 | Lambeth PS | 11 | 20 | Innerkip Central PS | 2 | | | |
| 2 | Masonville PS | 9 | 14 | Caradoc North PS | 4 | 20 | Tavistock PS | 1 | | | |
| 2 | Stoney Creek PS | 7 | 14 | Caradoc PS | 6 | 20 | Zorra Highland Park PS | 3 | | | |
| 2 | Stoneybrook PS | 6 | 14 | J. S. Buchanan FIPS | 1 | 21 | South Ridge PS | 1 | | | |
| 3 | Clara Brenton PS | 6 | 15 | Ekcoe Central PS | 2 | 21 | Westfield PS | 3 | | | |
| 3 | Eagle Heights PS | 17 | 15 | Delaware Central PS | 2 | 22 | South Dorchester PS | 8 | | | |
| 3 | John Dearness PS | 2 | 16 | Centennial Central PS | 2 | 23 | June Rose Callwood PS | 1 | | | |
| 3 | Riverside PS | 3 | 16 | Oxbow PS | 4 | 23 | Kettle Creek PS | 5 | | | |
| 3 | West Oaks FIPS | 1 | 16 | Parkview PS | 2 | 23 | Locke's PS | 6 | | | |
| 4 | Lord Roberts FIPS | 1 | 16 | Wilberforce PS | 10 | 23 | Mitchell Hepburn PS | 1 | | | |
| 4 | Old North PS | 5 | 17 | West Nissouri PS | 6 | 23 | Southwold PS | 1 | | | |
| 4 | St. George's PS | 2 | 18 | A. J. Baker PS | 5 | 24 | Dunwich-Dutton PS | 4 | | | |
| 5 | East Carling PS | 4 | 18 | Harrisfield PS | 6 | | Total | 339 | | | |
| 5 | Lord Elgin PS | 1 | 18 | Royal Roads PS | 1 | PA | Secondary School | Portable Count | | | |
| 5 | Northbrae PS | 5 | 18 | Thamesford PS | 8 | | | Existing 23/24 | | | |
| 6 | Princess Anne FIPS | 1 | 19 | Algonquin PS | 7 | 1 | Sir F. Banting SS | 6 | | | |
| 6 | Summerside PS | 12 | 19 | Central PS | 7 | 2 | A.B. Lucas SS | 5 | | | |
| 7 | Byron Northview PS | 6 | 19 | Eastdale PS | 3 | 3 | Oakridge SS | 1 | | | |
| 7 | Byron Somerset PS | 10 | 19 | Northdale PS | 4 | 4 | H.B. Beal SS | 3 | | | |
| 7 | Byron Southwood PS | 1 | 19 | Oliver Stephens PS | 2 | 10 | London South CI | 1 | | | |
| 9 | Arthur Ford PS | 6 | | | | 11 | Sir Wildrid Laurier SS | 6 | | | |
| 9 | Sir Isaac Brock PS | 12 | | | | 22 | East Elgin SS | 1 | | | |
| | | | | | | 23 | Parkside CI | 1 | | | |
| | | | | | | | Total: | 24 | | | |

Section 3 - Share

Focus on Interim Accommodation

Holding Zones

Thames Valley DSB Procedure 4015d guides the use of holding zones and holding schools across the district to address accommodation pressures that schools face in areas of intense residential growth. This procedure indicates that in circumstances where there is an area of pending residential development within an existing attendance area, it may be advisable for Thames Valley DSB to consider alternative interim accommodation measures, including designating the area to attend an alternative specified school based on available capacity.

The purpose of a Holding Zone is to allow for a viable learning environment by moderating enrolment pressure through the time frame that a subdivision is being built. Holding Zones are designated before any residential development has commenced to avoid displacement of existing students, and may be in place until a permanent accommodation solution can be achieved through the construction of new school facilities, or additions or renovations at an existing school facility, or attendance area reconfigurations. The geographic identification as Holding Zone provides clarity to families of students that they may be permanently accommodated elsewhere in the future. Students attend schools which have appropriate space to accommodate them until the area reaches a critical mass of students to warrant an addition or new school through Board and Ministry approval. The permanent accommodation of students is dependent on a variety of factors such as the timing of the development, student enrolment yields and often Ministry capital funding.

Thames Valley DSB has multiple holding zones across the district.

The City of London has several holding zones across the city. As shown in the table on the following page, some of these holding zones are not generating students yet; however, establishing the holding zones early ensures that students can be accommodated at schools where space is available and allows time for TVDSB to submit funding requests to the Ministry of Education for new schools and additions. Additionally, some of the older holding zones have been amended to designate new families to alternate schools as the original holding school no longer has the capacity to accommodate additional students. All schools actively holding students are denoted in the table on the following page.

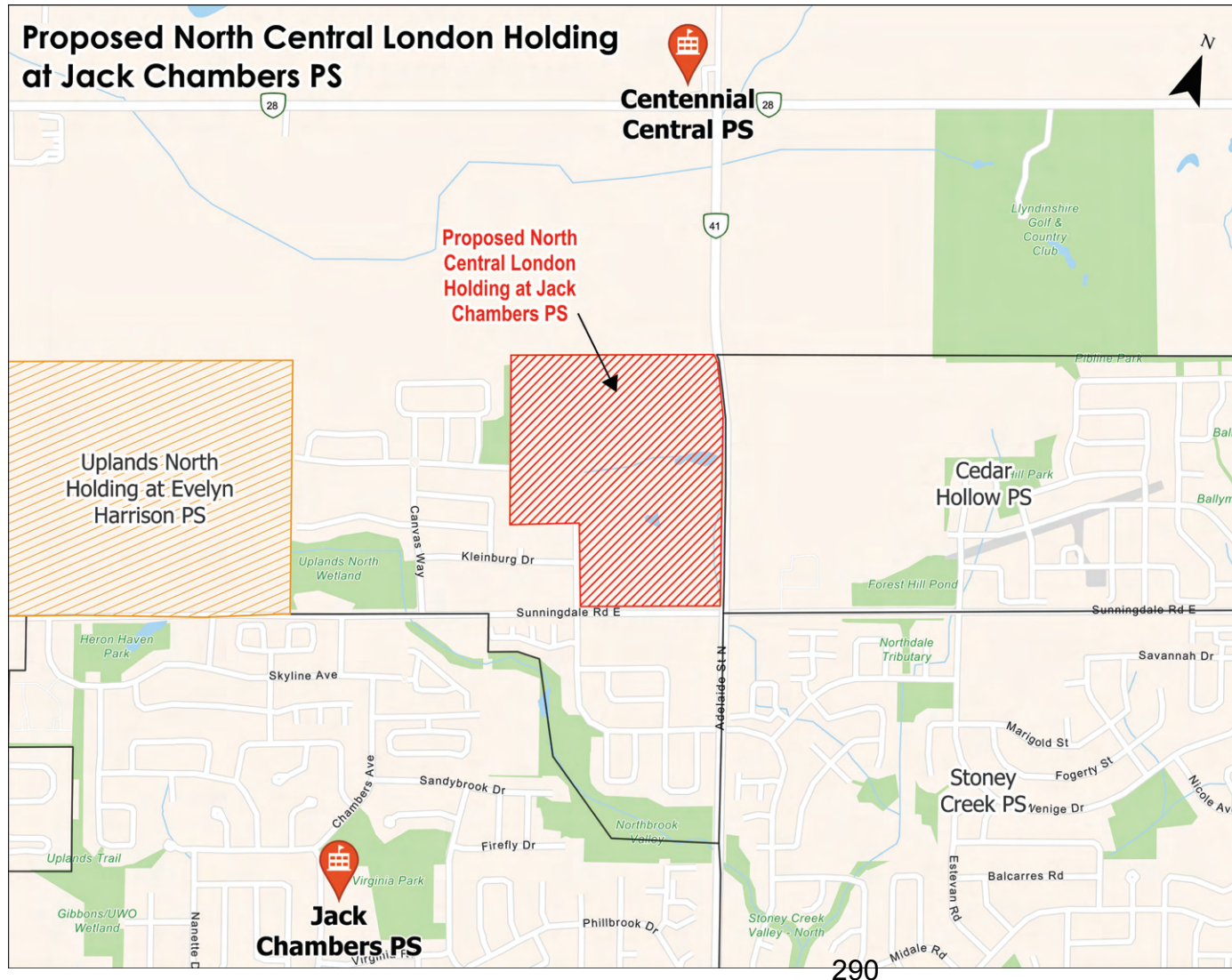
The City of Woodstock has four holding zones; three in north Woodstock which designate students from Hickson Central PS to Central PS, and one in the southwest end of the city which designates students to Eastdale PS. Similar to the City of London, the northern holding zones have been amended to designate new families to Zorra Highland Park PS until the new North Woodstock PS is open. TVDSB also established a holding zone on the Ingersoll Greens Golf Course in Ingersoll in anticipation of its redevelopment.

The City of St. Thomas has a holding zone that designates students within the Mitchell Hepburn PS attendance area to Kettle Creek PS. Students will be permanently accommodated back at Mitchell Hepburn PS in September 2024.

Focus on Interim Accommodation

North Central London Holding Zone

A new holding zone has been established within the attendance area of Centennial Central PS. The holding zone encompasses the remaining undeveloped portion of the Applewood Subdivision located at the northwest corner of Adelaide Street North and Sunningdale Road East in London. All K-8 students from the holding zone will be accommodated at Jack Chambers PS until permanent accommodations are available. As mentioned previously, TVDSB has submitted a business case to the Capital Priorities Program for a new K-8 elementary school in the north central part of London that would permanently accommodate these students.



Focus on Interim Accommodation

West London Holding Zone

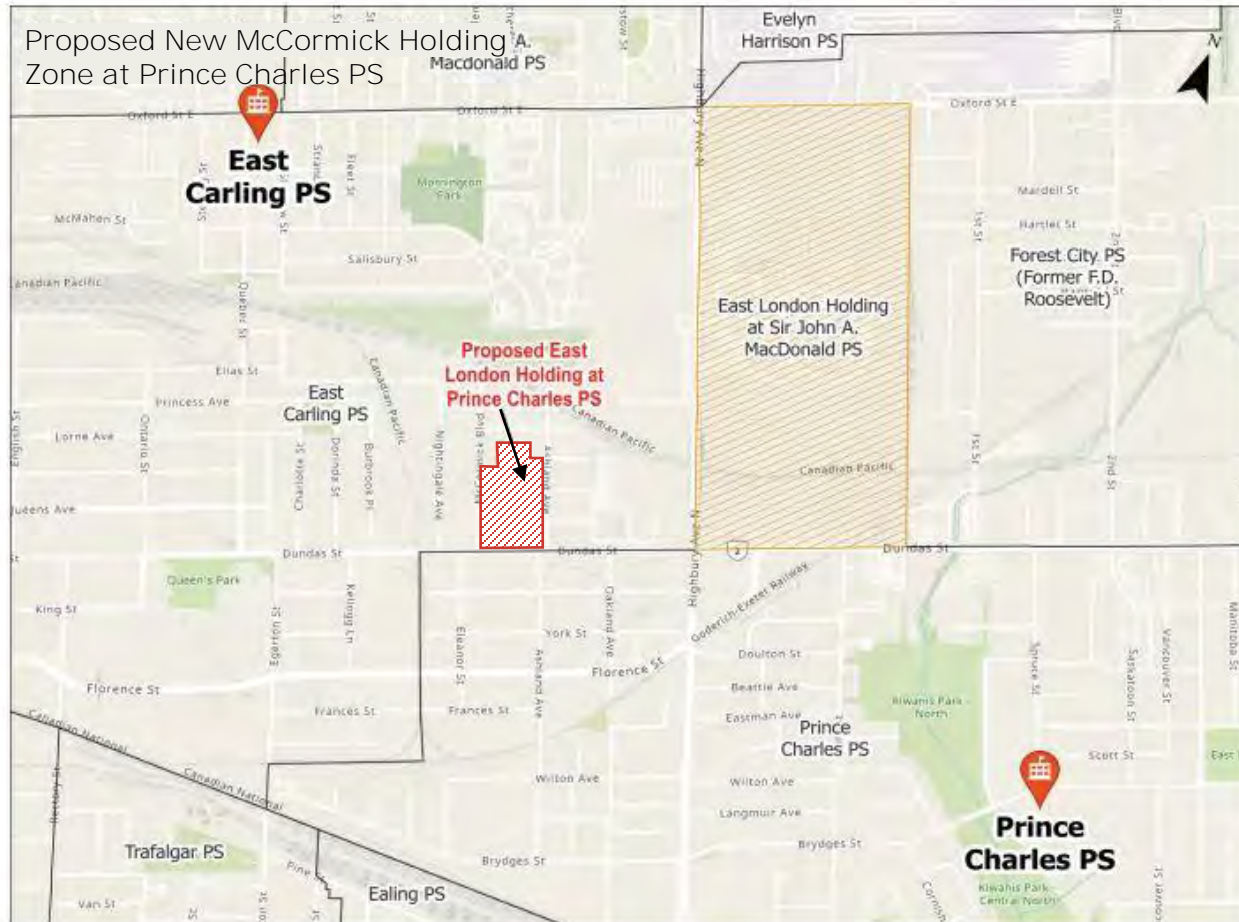
A new holding zone has been established within the attendance area for Eagle Heights PS on the Beaverbrook Community development lands located north of Oxford Street West and east of Proudfoot Lane in London. All K-8 students from the holding zone will be accommodated at Knollwood Park PS until permanent accommodations are available. As previously mentioned, a new school will be requested within this development in the future.



Focus on Interim Accommodation

McCormick Holding Zone

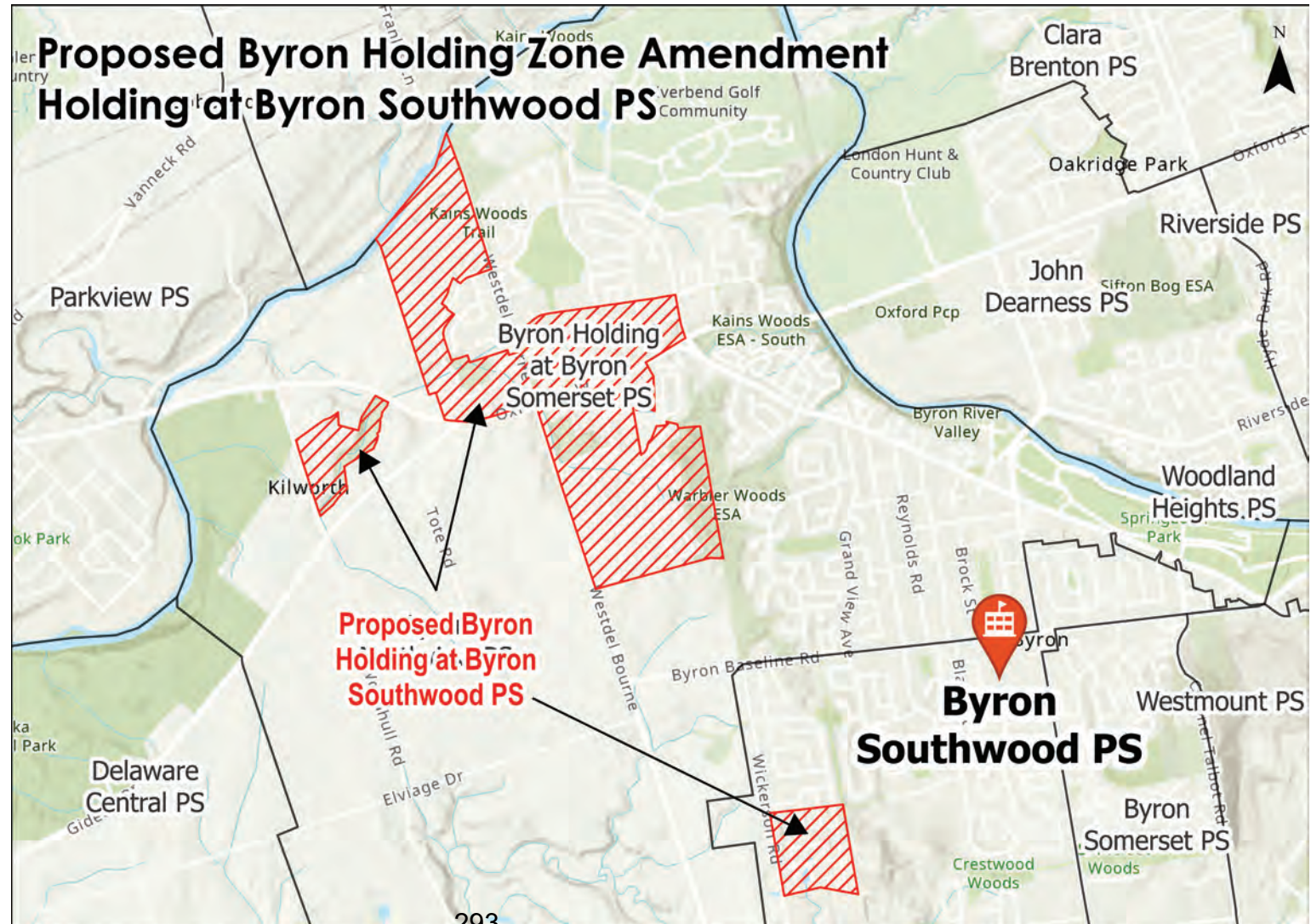
A new holding zone has been established within the attendance area for East Carling PS on the redevelopment site of the former McCormick candy factory on Dundas Street in London. All K-8 students from the holding zone will be accommodated at Prince Charles PS until permanent accommodations are available. As previously mentioned, an attendance area review is planned for this area in the future.



Focus on Interim Accommodation

Byron Holding Zone Amendment

A holding zone amendment has been made to relieve enrolment pressure at Byron Somerset PS. For September 2024, all new families residing within these holding zones are designated to attend Byron Southwood PS until permanent accommodations are available. As previously mentioned, TVDSB has submitted a business case to the Capital Priorities Program for a new K-8 elementary school in West London that would accommodate students.



Focus on Interim Accommodation

TVDSB Holding Zones

Thames Valley DSB has twenty-six (26) elementary Holding Zones and one (1) secondary Holding Zone as outlined in the following table. The table outlines all the current existing Holding Zones, the Planning Area they are located in, their designated Holding Schools, the potential planned accommodation for the areas, as well as historical, current, and projected student count enrolment.

| PA | Holding Zone | Designated Holding School | Planned Accommodation | Historical Enrolment | | | | Current | Projected Enrolment | | | |
|------------|------------------------------|---|---|----------------------|-------|-------|-------|---------|---------------------|-------|-------|-------|
| | | | | 19/20 | 20/21 | 21/22 | 22/23 | | 23/24 | 24/25 | 25/26 | 26/27 |
| Elementary | | | | | | | | | | | | |
| 1 | Fox Hollow | Old North PS/ Wilfrid Jury PS/ University | New Northwest London PS/ Sir Arthur | 92 | 159 | 165 | 210 | 206 | 214 | 211 | 227 | 247 |
| | Sunningdale North | Heights PS | Currie PS | | | 54 | 58 | 55 | 58 | 58 | 56 | 61 |
| 2 | Sunningdale Court | Jack Chambers PS | New North Central London PS | 0 | 0 | 0 | 0 | 0 | 19 | 28 | 38 | 49 |
| 2 | Northeast London | Bonaventure Meadows PS | New Northeast London PS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 3 | West London | Knollwood Park PS | New West London PS (Proudfoot) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 6 | East London | Sir John A. MacDonald PS | New East London PS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 6 | McCormick | Prince Charles PS | East Carling Attendance Area Review | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 7 | Byron (6) | Byron Somerset PS/ Byron Southwood PS | New West London PS | 105 | 139 | 203 | 255 | 302 | 366 | 385 | 405 | 411 |
| 12 | Bostwick | Sir Isaac Brock PS/ Victoria PS | New Southwest London PS | 209 | 222 | 230 | 229 | 182 | 165 | 149 | 129 | 111 |
| 12 | Colonel Talbot | Rick Hansen PS | New Southwest London PS | 0 | 0 | 0 | 0 | 17 | 25 | 44 | 79 | 94 |
| 12 | Longwoods & Southwest London | White Oaks PS/ Nicholas Wilson PS | New Southwest London PS (2) | 162 | 172 | 208 | 303 | 393 | 511 | 531 | 590 | 637 |
| 12 | Talbot Village Phase 2 | W. Sherwood Fox PS | New Southwest London PS | 24 | 35 | 58 | 83 | 88 | 100 | 107 | 126 | 147 |
| 12 | West Kilbourne | Nicholas Wilson PS | New Southwest London PS (2) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 12 | East Kilbourne | Glen Cairn PS | New Southwest London PS (2) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 16 | Uplands North | Evelyn Harrison PS | New North Central London PS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 16 | North Central London | Jack Chambers PS | New North Central London PS | 0 | 0 | 0 | 0 | 0 | 0 | 4 | 31 | 56 |
| 18 | Ingersoll Greens | Laurie Hawkins PS | New Ingersoll PS | 0 | 0 | 0 | 0 | 0 | 0 | 14 | 32 | 51 |
| 19 | Southwest Woodstock | Eastdale PS | New North Woodstock PS | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 20 | North Woodstock (3) | Central PS/ Zorra Highland Park PS | New North Woodstock PS | 71 | 101 | 201 | 233 | 178 | 268 | 263 | 299 | 333 |
| 23 | Southeast St. Thomas | Kettle Creek PS | St. Thomas Attendance Area Review | 41 | 84 | 122 | 156 | 102 | 0 | 0 | 0 | 0 |
| Secondary | | | | | | | | | | | | |
| 12 | Longwoods | Westminster SS | London Secondary Attendance Area Review | 20 | 22 | 24 | 33 | 55 | 64 | 77 | 82 | 85 |

Section 3 - Share

Focus on Partnership Opportunities

Community Planning and Partnership

The Ministry's Community Planning and Partnership Guideline provides school boards direction on building cooperative and collaborative relationships with community partners, in support of building strong, vibrant and sustainable communities.

In alignment with the Ministry's guideline, Thames Valley DSB Procedure 4015b includes the criteria for identifying existing facilities where Thames Valley DSB has unused space in operating and sustainable schools which may be suitable for potential collaboration opportunities:

- Any facility which has a utilization rate of 60% or below based on the Ministry's on-the-ground capacity for the facility; or,
- Any facility which has 200 or more empty pupil places

The applicable criteria must be met for at least two consecutive years.

In addition to the above, Thames Valley DSB is committed to exploring facility collaboration opportunities when:

- Building new schools;
- Undertaking significant renovations or additions to its facilities; and,
- Considering properties for possible disposition.

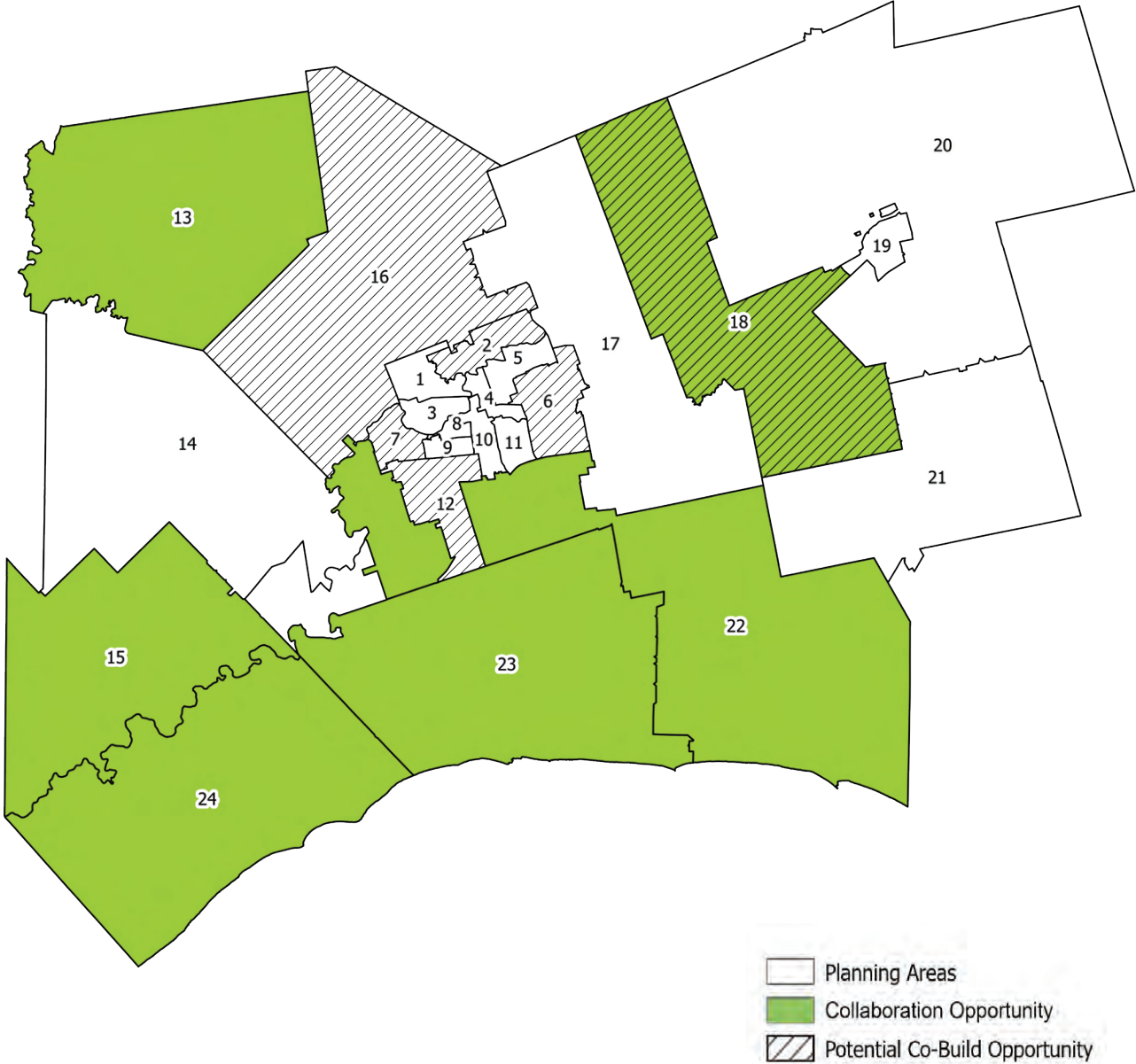
23/24 List of School Facilities Meeting Minimum Criteria for Facility Collaboration

| Planning Area Name | School Name | Utilization (23/24) | Empty Pupil Places (23/24) |
|-------------------------------|-----------------------|---------------------|----------------------------|
| PA13: North Middlesex | North Middlesex DHS | 33% | 284 |
| PA15: Southwest Middlesex | Glencoe DHS | 36% | 342 |
| PA18: West Oxford | Ingersoll District CI | 73% | 324 |
| PA22: East Egin | Springfield PS | 52% | 129 |
| PA23: St. Thomas/Central Egin | Arthur Voaden SS | 34% | 698 |
| PA24: West Egin | West Egin SS | 41% | 381 |

When considering what unused space may be available for collaboration opportunities from the list of school facilities meeting the minimum criteria, Thames Valley considers a number of factors, including but not limited to student achievement, safety and well-being, impact on operations, cost implications, and municipal by-laws.



23/24 Mapping of Potential Collaboration and Co-Build Opportunities



Potential Co-Build Opportunity

- New Belmont Elementary School

Pending Ministry Funding Approval

- New West London Elementary School
- New Lucan Elementary School
- New Ingersoll Elementary School
- New Southeast London Elementary School
- New Southwest London Elementary School
- New Thamesford Elementary School
- New North Central London Elementary School



Glossary of Terms

Body Count / Pupil Count

A measure of student enrolment regardless of individual course load or full or part-time status.

Census Agglomeration (CA)

A grouping of one or more adjacent and highly similar municipalities around a population centre. To be classified as a CA the population centre must have a population of at least 10,000. Unlike CMAs, CAs are retired if the population centre declines below 10,000. CAs are used by Statistics Canada for census tracking and measurement.

Census Metropolitan Area (CMA)

A grouping of one or more adjacent and highly similar municipalities around a population centre. To be classified as a CMA the total population must be over 100,000 with at least 50,000 or more living within the defined population centre. CMAs are used by Statistics Canada for census tracking and measurement.

English as a Second Language (ESL)

Support program for students who have attended school and can read and write in their first language at an age-appropriate level.

English Literacy Development (ELD)

Support program for students who have missed all or some of their schooling or who cannot yet read and write in their first language at an age-appropriate level.

Facility Utilization Rate

A school's enrolment divided by its Ministry rated on-the-ground capacity measured as a percentage value. Utilization rates do not include temporary accommodation measures (e.g. Portables, Portapaks).

FNMI

First Nations, Métis and Inuit

Full Time Equivalent (FTE)

A measure of enrolment relative to full course load counts. Student taking a full-time course load counts as 1.0 FTE.

Migration/Immigration

Movement of people from one place to another. Migration is typically defined as the movement away from a place whereas immigration is the movement to a place.

Interprovincial: Movement of people between provinces (i.e. Quebec to Ontario).

Intraprovincial: Movement of people within a province (i.e. Toronto to London).

On-the-ground Capacity (OTG)

Measured in pupil places, the OTG is the official and permanent operating capacity of a school facility which may include additions or alterations to the school building. The OTG capacity of a school facility does not include temporary accommodation measures in place (e.g. portables, portapaks).

Pupil Place Deficit/Surplus

A measurement of the difference between projected enrolment and OTG. The output value is used to identify the available space within a school facility. A deficit is identified as a negative value where enrolment exceeds capacity, whereas a surplus is shown as a positive value where capacity exceeds enrolment.

Self-Contained Class

A full-time special education class for a group of students with similar needs are together for the majority of the day.

Appendix

Appendix: 23/24 Accommodation Plan Data Tables Elementary Panel

| School Name | 23/24 OTG | 23/24 UTZ | 23/24 Enrolment | Projections | | | |
|-----------------------------------|-----------|-----------|-----------------|-------------|-------|-------|-------|
| | | | | 24/25 | 25/26 | 26/27 | 27/28 |
| Planning Area 1 | | | | | | | |
| Emily Carr PS | 639 | 120% | 765 | 770 | 738 | 765 | 754 |
| Orchard Park PS | 254 | 115% | 292 | 272 | 269 | 257 | 236 |
| Sir Arthur Currie PS | 533 | 148% | 791 | 788 | 772 | 760 | 752 |
| University Heights PS | 346 | 90% | 312 | 317 | 313 | 304 | 312 |
| Wilfrid Jury PS | 794 | 123% | 977 | 1051 | 1015 | 1006 | 986 |
| Planning Area 2 | | | | | | | |
| Cedar Hollow PS | 628 | 112% | 705 | 704 | 688 | 667 | 668 |
| Jack Chambers PS | 697 | 97% | 676 | 667 | 656 | 626 | 604 |
| Masonville PS | 614 | 128% | 783 | 795 | 795 | 773 | 741 |
| Northridge PS | 593 | 96% | 568 | 572 | 596 | 582 | 588 |
| Stoney Creek PS | 804 | 120% | 965 | 966 | 935 | 895 | 878 |
| Stoneybrook PS | 423 | 132% | 558 | 570 | 576 | 586 | 591 |
| Planning Area 3 | | | | | | | |
| Clara Breton PS | 587 | 119% | 700 | 687 | 650 | 646 | 630 |
| Eagle Heights PS | 680 | 159% | 1082 | 1043 | 1026 | 1042 | 1032 |
| John Dearness PS | 248 | 110% | 272 | 275 | 267 | 266 | 249 |
| Riverside PS | 412 | 118% | 486 | 481 | 467 | 460 | 444 |
| West Oaks FI PS | 432 | 94% | 404 | 407 | 410 | 403 | 394 |
| Planning Area 4 | | | | | | | |
| Aberdeen PS | 378 | 77% | 291 | 323 | 350 | 366 | 406 |
| Ealing PS | 343 | 65% | 222 | 242 | 253 | 249 | 259 |
| Lester B. Pearson School for Arts | 414 | 68% | 280 | 280 | 280 | 280 | 280 |
| Lord Roberts FI PS | 294 | 97% | 286 | 278 | 280 | 279 | 284 |
| Old North PS | 438 | 111% | 485 | 476 | 461 | 466 | 461 |
| St. George's PS | 307 | 95% | 292 | 284 | 287 | 281 | 272 |
| Trafalgar PS | 409 | 40% | 165 | 172 | 171 | 172 | 172 |

Data tables reflect October 31, 2023 actual enrolment. Data is to be read in conjunction with the 23/24 Accommodation Plan.

Appendix: 23/24 Accommodation Plan Data Tables

Elementary Panel

| School Name | 23/24 OTG | 23/24 UTZ | 23/24 Enrolment | Projections | | | |
|--------------------------|-----------|-----------|-----------------|-------------|-------|-------|-------|
| | | | | 24/25 | 25/26 | 26/27 | 27/28 |
| Planning Area 5 | | | | | | | |
| Chippewa PS | 605 | 92% | 559 | 561 | 562 | 556 | 576 |
| East Carling PS | 461 | 123% | 567 | 590 | 613 | 621 | 616 |
| Evelyn Harrison PS | 416 | 63% | 262 | 257 | 267 | 272 | 279 |
| Hillcrest PS | 400 | 76% | 302 | 290 | 292 | 302 | 307 |
| Knollwood Park PS | 447 | 84% | 376 | 401 | 416 | 454 | 511 |
| Lord Elgin PS | 446 | 77% | 344 | 337 | 335 | 338 | 332 |
| Louise Arbour FI PS | 783 | 82% | 642 | 646 | 649 | 642 | 648 |
| Northbrae PS | 380 | 118% | 447 | 458 | 453 | 444 | 445 |
| Sir John A. MacDonald PS | 579 | 58% | 333 | 338 | 334 | 330 | 327 |
| Planning Area 6 | | | | | | | |
| Bonaventure Meadows PS | 518 | 74% | 384 | 395 | 371 | 377 | 379 |
| Forest City PS | 442 | 81% | 358 | 348 | 333 | 338 | 333 |
| John P. Robarts PS | 677 | 83% | 565 | 577 | 573 | 579 | 584 |
| Lord Nelson PS | 619 | 79% | 486 | 507 | 516 | 522 | 541 |
| Prince Charles PS | 602 | 74% | 446 | 449 | 443 | 428 | 418 |
| Princess Anne FI PS | 493 | 81% | 400 | 395 | 391 | 385 | 372 |
| Summerside PS | 553 | 136% | 753 | 811 | 881 | 917 | 959 |
| Tweedsmuir PS | 458 | 89% | 442 | 446 | 452 | 469 | 484 |
| Planning Area 7 | | | | | | | |
| Byron Northview PS | 452 | 127% | 574 | 564 | 547 | 525 | 513 |
| Byron Somerset PS | 409 | 147% | 603 | 656 | 649 | 654 | 667 |
| Byron Southwood PS | 547 | 97% | 531 | 531 | 504 | 489 | 485 |
| Planning Area 8 | | | | | | | |
| Kensal Park FI PS | 737 | 91% | 668 | 648 | 625 | 607 | 585 |
| Woodland Heights PS | 658 | 88% | 581 | 612 | 632 | 654 | 681 |

Data tables reflect October 31, 2023 actual enrolment. Data is to be read in conjunction with the 23/24 Accommodation Plan.

Appendix

Appendix: 23/24 Accommodation Plan Data Tables Elementary Panel

| School Name | 23/24 OTG | 23/24 UTZ | 23/24 Enrolment | Projections | | | |
|-------------------------------|-----------|-----------|-----------------|-------------|-------|-------|-------|
| | | | | 24/25 | 25/26 | 26/27 | 27/28 |
| Planning Area 9 | | | | | | | |
| Arthur Ford PS | 320 | 114% | 366 | 345 | 327 | 326 | 313 |
| Sir Isaac Brock PS | 349 | 169% | 590 | 571 | 555 | 516 | 489 |
| W. Sherwood Fox PS | 464 | 119% | 553 | 545 | 534 | 552 | 568 |
| Westmount PS | 680 | 93% | 631 | 606 | 589 | 565 | 555 |
| Planning Area 10 | | | | | | | |
| Ashley Oaks PS | 577 | 106% | 612 | 624 | 636 | 654 | 661 |
| Cleardale PS | 536 | 92% | 492 | 515 | 552 | 568 | 571 |
| Jeanne Sauve FI PS | 466 | 65% | 303 | 308 | 308 | 306 | 302 |
| Mountsfield PS | 490 | 102% | 498 | 493 | 496 | 480 | 469 |
| Rick Hansen PS | 484 | 88% | 425 | 435 | 445 | 459 | 478 |
| Sir George-Etienne Cartier PS | 251 | 136% | 341 | 329 | 325 | 316 | 305 |
| Tecumseh PS | 377 | 88% | 330 | 328 | 336 | 329 | 326 |
| Victoria PS | 331 | 77% | 256 | 274 | 297 | 335 | 363 |
| White Oaks PS | 829 | 126% | 1046 | 1053 | 1016 | 984 | 951 |
| Wortley Road PS | 292 | 86% | 251 | 256 | 253 | 239 | 226 |
| Planning Area 11 | | | | | | | |
| Arthur Stringer PS | 381 | 84% | 319 | 319 | 323 | 312 | 304 |
| C.C. Carrothers PS | 492 | 85% | 420 | 436 | 439 | 436 | 430 |
| Glen Cairn PS | 685 | 84% | 573 | 572 | 553 | 554 | 551 |
| Nicholas Wilson PS | 420 | 87% | 364 | 457 | 491 | 561 | 613 |
| Princess Elizabeth PS | 746 | 84% | 623 | 595 | 570 | 604 | 622 |
| Wilton Grove PS | 444 | 104% | 463 | 476 | 498 | 521 | 552 |
| Planning Area 12 | | | | | | | |
| Lambeth PS | 628 | 136% | 855 | 898 | 947 | 961 | 1035 |

Data tables reflect October 31, 2023 actual enrolment. Data is to be read in conjunction with the 23/24 Accommodation Plan.

Appendix: 23/24 Accommodation Plan Data Tables

Elementary Panel

| School Name | 23/24 OTG | 23/24 UTZ | 23/24 Enrolment | Projections | | | |
|----------------------------|-----------|-----------|-----------------|-------------|-------|-------|-------|
| | | | | 24/25 | 25/26 | 26/27 | 27/28 |
| Planning Area 13 | | | | | | | |
| East Williams Memorial PS | 317 | 59% | 188 | 197 | 190 | 204 | 209 |
| McGillivray Central PS | 164 | 79% | 130 | 130 | 132 | 134 | 136 |
| Parkhill-West Williams PS | 236 | 79% | 186 | 183 | 186 | 194 | 205 |
| Planning Area 14 | | | | | | | |
| Adelaide-W.G. MacDonald PS | 256 | 69% | 176 | 182 | 181 | 179 | 186 |
| Caradoc North PS | 216 | 110% | 237 | 249 | 263 | 278 | 272 |
| Caradoc PS | 424 | 121% | 515 | 529 | 544 | 571 | 587 |
| J.S. Buchanan FI PS | 363 | 97% | 353 | 367 | 350 | 368 | 372 |
| Mary Wright PS | 534 | 94% | 500 | 488 | 492 | 487 | 498 |
| North Meadows PS | 518 | 82% | 423 | 442 | 438 | 424 | 415 |
| Planning Area 15 | | | | | | | |
| Delaware Central PS | 259 | 100% | 258 | 301 | 314 | 334 | 363 |
| Ekcoe Central PS | 352 | 111% | 389 | 402 | 405 | 405 | 420 |
| Mosa Central PS | 210 | 70% | 147 | 151 | 151 | 142 | 136 |
| Planning Area 16 | | | | | | | |
| Centennial Central PS | 323 | 100% | 324 | 339 | 341 | 349 | 368 |
| Oxbow PS | 501 | 111% | 558 | 577 | 587 | 568 | 560 |
| Parkview PS | 602 | 100% | 604 | 586 | 596 | 600 | 604 |
| Valleyview Central PS | 245 | 78% | 192 | 197 | 198 | 190 | 184 |
| Wilberforce PS | 461 | 147% | 678 | 704 | 723 | 751 | 767 |
| Planning Area 17 | | | | | | | |
| Northdale Central PS | 460 | 83% | 380 | 419 | 402 | 417 | 422 |
| River Heights PS | 461 | 84% | 389 | 404 | 429 | 434 | 457 |
| West Nissouri PS | 392 | 124% | 486 | 515 | 532 | 537 | 545 |

Data tables reflect October 31, 2023 actual enrolment. Data is to be read in conjunction with the 23/24 Accommodation Plan.

Appendix: 23/24 Accommodation Plan Data Tables

Elementary Panel

| School Name | 23/24 OTG | 23/24 UTZ | 23/24 Enrolment | Projections | | | |
|---------------------------|-----------|-----------|-----------------|-------------|-------|-------|-------|
| | | | | 24/25 | 25/26 | 26/27 | 27/28 |
| Planning Area 18 | | | | | | | |
| A.J. Baker PS | 95 | 162% | 154 | 162 | 167 | 173 | 169 |
| Harrisfield PS | 531 | 117% | 619 | 646 | 648 | 691 | 715 |
| Laurie Hawkins PS | 671 | 86% | 578 | 575 | 595 | 604 | 624 |
| Royal Roads PS | 400 | 105% | 418 | 433 | 416 | 414 | 412 |
| Thamesford PS | 320 | 139% | 446 | 479 | 494 | 531 | 568 |
| Planning Area 19 | | | | | | | |
| Algonquin PS | 620 | 119% | 738 | 742 | 710 | 665 | 642 |
| Central PS | 377 | 123% | 465 | 456 | 441 | 433 | 415 |
| Eastdale PS | 314 | 93% | 291 | 303 | 313 | 331 | 331 |
| Northdale PS | 328 | 122% | 400 | 404 | 387 | 387 | 391 |
| Oliver Stephens PS | 366 | 89% | 326 | 336 | 337 | 344 | 357 |
| Roch Carrier FI PS | 282 | 104% | 294 | 295 | 295 | 291 | 293 |
| Southside PS | 369 | 108% | 397 | 409 | 415 | 418 | 412 |
| Springbank PS | 366 | 120% | 441 | 446 | 458 | 474 | 491 |
| Winchester Street PS | 407 | 89% | 361 | 376 | 374 | 373 | 366 |
| Planning Area 20 | | | | | | | |
| Blenheim District PS | 366 | 85% | 312 | 331 | 325 | 326 | 322 |
| East Oxford PS | 317 | 111% | 353 | 360 | 364 | 373 | 393 |
| Hickson Central PS | 481 | 133% | 642 | 600 | 557 | 517 | 477 |
| Innerkip Central PS | 279 | 108% | 300 | 333 | 335 | 355 | 380 |
| Plattsville & District PS | 317 | 80% | 253 | 256 | 263 | 272 | 279 |
| Tavistock PS | 397 | 94% | 373 | 414 | 439 | 463 | 479 |
| Zorra Highland Park PS | 397 | 108% | 429 | 575 | 635 | 667 | 720 |

Data tables reflect October 31, 2023 actual enrolment. Data is to be read in conjunction with the 23/24 Accommodation Plan.

Appendix: 23/24 Accommodation Plan Data Tables

Elementary Panel

| School Name | 23/24 OTG | 23/24 UTZ | 23/24 Enrolment | Projections | | | |
|-----------------------------|-----------|-----------|-----------------|-------------|-------|-------|-------|
| | | | | 24/25 | 25/26 | 26/27 | 27/28 |
| Planning Area 21 | | | | | | | |
| Annandale PS | 580 | 72% | 418 | 420 | 427 | 440 | 454 |
| Emily Stowe PS | 599 | 95% | 570 | 584 | 574 | 558 | 561 |
| South Ridge PS | 400 | 107% | 429 | 464 | 508 | 555 | 600 |
| Westfield PS | 602 | 108% | 653 | 662 | 642 | 650 | 643 |
| Planning Area 22 | | | | | | | |
| Davenport PS | 403 | 74% | 299 | 290 | 293 | 283 | 281 |
| McGregor PS | 395 | 64% | 253 | 257 | 246 | 255 | 250 |
| Port Burwell PS | 248 | 42% | 105 | 105 | 104 | 107 | 106 |
| South Dorchester PS | 190 | 183% | 347 | 347 | 345 | 350 | 349 |
| Springfield PS | 268 | 52% | 139 | 148 | 159 | 172 | 195 |
| Straffordville PS | 458 | 72% | 331 | 372 | 389 | 366 | 384 |
| Summer's Corners PS | 571 | 74% | 420 | 433 | 434 | 430 | 430 |
| Planning Area 23 | | | | | | | |
| Elgin Court PS | 467 | 65% | 305 | 293 | 286 | 276 | 267 |
| Éva Circé-Côté FI PS | 305 | 77% | 234 | 237 | 237 | 235 | 234 |
| Forest Park PS | 530 | 75% | 400 | 403 | 385 | 384 | 370 |
| John Wise PS | 611 | 94% | 577 | 568 | 561 | 563 | 554 |
| June Rose Callwood PS | 375 | 107% | 402 | 400 | 408 | 408 | 401 |
| Kettle Creek PS | 363 | 133% | 484 | 523 | 533 | 551 | 574 |
| Locke's PS | 576 | 115% | 660 | 647 | 612 | 586 | 559 |
| Mitchell Hepburn PS | 678 | 102% | 693 | 678 | 676 | 696 | 706 |
| New Sarum PS | 257 | 91% | 233 | 235 | 242 | 240 | 241 |
| Pierre Elliot Trudeau FI PS | 530 | 80% | 422 | 447 | 470 | 491 | 512 |
| Southwold PS | 654 | 108% | 706 | 726 | 755 | 764 | 807 |
| Planning Area 24 | | | | | | | |
| Aldborough PS | 389 | 82% | 320 | 326 | 332 | 351 | 364 |
| Dunwich-Dutton PS | 343 | 128% | 438 | 455 | 478 | 492 | 496 |

Data tables reflect October 31, 2023 actual enrolment. Data is to be read in conjunction with the 23/24 Accommodation Plan.

Appendix

Appendix: 23/24 Accommodation Plan Data Tables

Secondary Panel

| Planning Area | School Name | 23/24 OTG | 23/24 UTZ | 23/24 Enrolment | Projections | | | |
|------------------|--------------------------|-----------|-----------|--------------------|-------------|-------|-------|-------|
| | | | | | 24/25 | 25/26 | 26/27 | 27/28 |
| Planning Area 1 | Sir Frederick Banting SS | 1308 | 118% | 1547 | 1633 | 1650 | 1660 | 1733 |
| Planning Area 2 | A.B. Lucas SS | 1188 | 124% | 1473 | 1494 | 1488 | 1538 | 1625 |
| Planning Area 3 | Oakridge SS | 909 | 113% | 1030 | 1054 | 1100 | 1124 | 1146 |
| Planning Area 4 | B. Davison SS | 618 | 5% | 30 | 30 | 30 | 30 | 30 |
| | H.B. Beal SS | 1857 | 86% | 1597 | 1545 | 1558 | 1528 | 1634 |
| | London Central SS | 786 | 125% | 985 | 951 | 928 | 964 | 981 |
| Planning Area 5 | Montcalm SS | 1251 | 70% | 870 | 896 | 875 | 906 | 960 |
| Planning Area 6 | Clarke Road SS | 1545 | 71% | 1102 | 1083 | 1107 | 1142 | 1057 |
| Planning Area 8 | Westminster SS | 1095 | 90% | 982 | 991 | 1111 | 1037 | 1002 |
| Planning Area 9 | Saunders SS | 1938 | 103% | 1999 | 2087 | 2091 | 2114 | 2158 |
| Planning Area 10 | London South CI | 651 | 124% | 807 | 828 | 806 | 827 | 835 |
| Planning Area 11 | Sir Wilfrid Laurier SS | 1098 | 101% | 1108 | 1096 | 1149 | 1084 | 1097 |
| Planning Area 13 | North Middlesex DHS | 426 | 33% | 142 | 141 | 141 | 141 | 130 |
| Planning Area 14 | Strathroy DCI | 1314 | 87% | 1144 | 1238 | 1279 | 1289 | 1304 |
| Planning Area 15 | Glencoe DHS | 531 | 36% | 189 | 194 | 194 | 205 | 194 |
| Planning Area 16 | Medway HS | 1233 | 120% | 1480 | 1511 | 1579 | 1625 | 1639 |
| Planning Area 17 | Lord Dorchester SS | 651 | 96% | 622 | 599 | 632 | 626 | 630 |
| Planning Area 18 | Ingersoll DCI | 1203 | 73% | 879 | 928 | 912 | 933 | 957 |
| Planning Area 19 | College Avenue SS | 1053 | 87% | 913 | 965 | 943 | 937 | 954 |
| | Huron Park SS | 978 | 95% | 927 | 973 | 1036 | 1091 | 1077 |
| | Woodstock CI | 678 | 77% | 521 | 605 | 657 | 666 | 682 |
| Planning Area 21 | Glendale HS | 996 | 79% | 786 | 828 | 838 | 823 | 794 |
| Planning Area 22 | East Elgin SS | 1155 | 84% | 973 | 991 | 1000 | 1035 | 1039 |
| Planning Area 23 | Arthur Voaden SS | 1059 | 34% | 361 | 381 | 367 | 367 | 368 |
| | Central Elgin SS | 717 | 98% | 705 | 743 | 698 | 708 | 716 |
| | Parkside CI | 984 | 114% | 1081 | 1038 | 1070 | 1083 | 959 |
| Planning Area 24 | West Elgin SS | 642 | 41% | 261 | 270 | 272 | 311 | 310 |

Data tables reflect October 31, 2023 actual enrolment. Data is to be read in conjunction with the 23/24 Accommodation Plan.

MY MAIN STREET
MA RUE PRINCIPALE

COMMUNITY ACTIVATOR APPLICANT GUIDE



Canadian
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Funded by:
Federal Economic Development
Agency for Southern Ontario

305

Canada 

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WELCOME APPLICANTS!

We are currently taking applications for **high-impact community activation projects implemented between December 1, 2023 and December 31, 2024.**

Applications will be open from February 22, 2024 to midnight on March 31, 2024. Applicants are strongly encouraged to attend an [Information Session](#). Information Sessions will provide an overview of the intake process, provide guidance on developing a project application, and outline helpful tips for completing the application process.

The My Main Street [Community Activator stream](#) is set to provide funding quickly and efficiently for placemaking projects that will help strengthen the connection between people and places in areas of community and commercial importance or untapped potential. Funded projects will include initiatives such as events and festivals, community enhancements and streetscape improvements and those that better the economic position of main street communities by attracting and retaining jobs, increasing revenues, attracting investment or new businesses, and bringing in visitors. As resources are limited, applicants are encouraged to apply as early as possible.

A list of example projects previously funded through the Community Activator stream is posted on our [Success Stories](#) page.

MY MAIN STREET OVERVIEW

My Main Street is a \$15-million investment from the Government of Canada through the [Federal Economic Development Agency for Southern Ontario](#) (FedDev Ontario) to spur local economic recovery. My Main Street is delivered by the [Canadian Urban Institute](#) (CUI) to help support the revitalization of neighbourhoods across southern Ontario. The program features two streams, the [Business Sustainability stream](#), and the [Community Activator stream](#).

COMMUNITY ACTIVATOR STREAM OVERVIEW

The My Main Street Community Activator provides support for community projects in southern Ontario, including events and activities, community enhancements, and streetscape improvements designed to draw visitors, encourage business development and growth, and increase local vibrancy. This stream provides funding support for local groups to revitalize neighbourhoods and reimagine public spaces, with a focus on main streets or downtown strips and plazas, as vibrant and inclusive places that work for everyone.

My Main Street supports placemaking, an approach that asks people to collectively reimagine and reshape public space to maximize its shared value. Placemaking can take the form of events that draw people into a community, murals that brighten neglected streetscapes and celebrate local artists, seating and temporary patios that allow people to gather outdoors, or new uses for neglected or empty spaces, and more.

Funding will be prioritized for projects that support sustainable placemaking strategies for their geographic area and that are designed to support economic and social benefits for equity-deserving groups, including Francophone, women, Indigenous, racialized groups, Black communities, newcomers, youth (39 and under), people living with disabilities, unhoused, low-income people, Trans or non-binary people, and/or 2SLGBQIA+.

STREAM FEATURES

Administered by the Canadian Urban Institute, the Community Activator will provide approximately \$6.5 million to communities in southern Ontario, for placemaking and activator work that is completed between December 1, 2023, and December 31, 2024.

Funding up to \$250,000 will be available and will be provided as reimbursements against completed work. Successful applicants can request up to 25% of their approved project costs in advance, to help bring their vision to reality.

CATEGORIES

My Main Street Community Activator funds are available for projects in the following categories:

- **Events and Activations**

Short, limited or repeating community events or activations which intend to draw an audience, respond to an underserved market demand, enhance community connection or create an appealing destination, positioning the area as a center of community and economic activity.

- **Community and Streetscape Improvements**

Above grade enhancements to streetscape, design, landscaping, and amenities that supports the transformation of a specific geographic area by enhancing the physical and visual assets that can set the area apart. Projects will facilitate a focused, deliberate path to revitalizing or strengthening a downtown or commercial district's economy through intentional and creative placemaking.

ELIGIBILITY AND CRITERIA

WHO IS ELIGIBLE FOR THE COMMUNITY ACTIVATOR STREAM?

- Applicants from communities located within southern Ontario. Enter your community in our [Measuring Main Streets mapping tool](#) to determine if you fall within an eligible community. A full list of eligible regions is included at the bottom of this guide in Appendix A.
- Representatives of the following groups:
 - Municipal, local or regional government;
 - Business Improvement Areas (BIAs);
 - Indigenous governing body or development corporations;
 - Federally or provincially incorporated not-for-profits;
 - Other community organizations that apply with another organization that is listed as eligible.
- Applicants who can confirm that they have or will obtain all necessary licences and permits in relation to their project, satisfying the requirements of all regulating bodies of their appropriate jurisdiction.
- Applicants whose project is focused on a defined geographic area and neighborhood, including main streets, downtown strips, and plazas. Funding cannot be used to support programming across a municipal jurisdiction.
- Applicants who can identify how their work will contribute to sustainable economic and social vibrancy.
- Applicants who are working collaboratively with other local community delivery partners.
- Applicants who can identify how their project will support the inclusion, safety and prosperity of equity-deserving groups including Francophone, women, Indigenous, racialized groups, Black communities, newcomers, youth (39 and under), people living with disabilities, the unhoused, low income, Trans or non-binary people, and/or 2SLGBTQIA+.
- Applicants who are willing to participate in announcements, events and storytelling initiatives related to their project, its impact on community vibrancy and its funding through the My Main Street program.

ELIGIBLE EXPENSES

My Main Street Community Activator recipients will have to provide documented expenses for their completed work, and funding will be made in the form of reimbursements. The funds must be used to cover costs (net HST) related to the following categories:

- Labour Costs*
- Consultants
- Communications, Marketing & Promotion
- Program Costs related to equipment, materials, evaluation, insurance, permits & approvals, program honoraria, project measurement/analytics costs etc.
- Depreciation or amortization expenses
- Capital expenditures
 - Above grade enhancements to streetscape, design, landscaping and amenities such as murals, seating, temporary installations, lighting are eligible.

* Funds cannot be used to cover owner, management, or existing employee labour costs. Funds can be applied to support costs of project related labour.

INELIGIBLE EXPENSES

Expenses that are not eligible for reimbursement through My Main Street Community Activator:

- Purchasing land and/or buildings, real estate fees and related costs.
- Capital expenditures
 - Ineligible capital expenditures include new construction and renovation of existing infrastructure and buildings.
- Indirect costs/overhead
- Purchasing a vehicle.
- Depreciation or amortization expenses
- Payments to any member or officer of the Recipient's Board of Directors
- Costs of individual membership in a professional body
- Construction of new buildings or facilities, or renovations to existing buildings.
- Legal fees related to litigation.
- Partisan, political or election related activities.
- Research projects where findings are not, or are not intended to be, tangibly applied as an outcome of the project. For example, carrying out a feasibility study without intending to carry out the work.
- Projects that benefit only private interests.
- Events and activities that do not abide by local and provincial Public Health guidelines.
- Expenses incurred outside the eligibility window (December 1, 2023 and December 31, 2024).

APPLICATION PROCESS

The Community Activator is for local groups to revitalize neighbourhoods and reimagine public spaces including main streets, downtown strips and plazas, as vibrant and inclusive places that work for everyone. Submission of an application is not a guarantee of funding. To make informed funding decisions, applicants will be required to review eligibility, attend one of the Information Sessions, complete the application and submit required supporting documentation.

Documents you will need to provide:

- Project budget (in the template provided)
- Organization's most recent financial statements (audited if available).
Financial statements generally include all of the following:
 - Balance Sheet
 - Income Statement
 - Cash Flow Statement
 - Statement of Retained Earnings

The Community Activator, while competitive, supports organizations of all capacities. If you do not have the financial statements in the formats listed above, you may still submit an application, but must provide equivalent documentation of your organizations finances. If you have any questions about what is required, please email us at placemaking@mymainstreet.ca

- One piece of documentation confirming your organizational status as an eligible organization. This can include, but is not limited to **Articles of Incorporation, Business Number Registration, Charitable Status**, etc.

APPLICATION INTAKE

To ensure the efficient and timely distribution of funding to support community revitalization efforts, the program will launch for intake as follows:

- **Intake Period 1: February 22, 2024-March 31, 2024**
- **Intake Period 2 (if required): May 30, 2024-July 15, 2024**
 - This intake period will only move forward if the entirety of the fund is not committed during Intake Period 1.

We are anticipating heavy demand for this program. As resources are limited, applicants are encouraged to apply as early as possible.

To ensure funding will reach across all of southern Ontario, and effective engagement of underrepresented groups, a minimum of 25% of funding (\$3.25 million) will be committed toward rural communities with populations less than 100,000, and up to 50% of funding (\$6.5 million) to participants from traditionally underrepresented and equity-deserving groups.

APPLICATION TIMELINE

Project activities can begin December 1, 2023, but must complete a Final Report and submit all eligible expenses for reimbursement to My Main Street before December 31, 2024.

| ITEM | DESCRIPTION | DATE |
|--|---|------------------------|
| Applications Open (Intake Period 1) | There will be an open application process for communities within southern Ontario for project expenses incurred between December 1, 2023 and December 31, 2024. | February 22, 2024 |
| Applications Close (Intake Period 1) | Applications must be submitted within the open period. | March 31, 2024 |
| Project Selection (Intake Period 1) | Successful applicants for funding will receive notification. | April 1 - May 30, 2024 |
| Applications Open (if required) (Intake Period 2) | This intake period will only move forward if the entirety of the fund is not committed during Intake Period 1. | May 31, 2024 |
| Applications Close (Intake Period 2) | Applications must be submitted within the application open period. | June 30, 2024 |
| Project Selection (Intake Period 2) | Successful applicants for funding will receive notification. | July 31, 2024 |
| Final Reports (Intake Period 1 & 2) | Deadline for submission of reports and eligible expenses for the project. | December 31, 2024 |

HOW WILL APPLICATIONS BE ASSESSED?

Applications to the Community Activator stream will be confirmed for eligibility, and evaluated based on the following categories:

- **Vision**

- The project has a well described scope and objective.
- The project contributes to a sustainable placemaking strategy for the location.
- The project has the potential to benefit people from equity-deserving communities.
- The project is innovative or offers reimagination of tested activations

- **Capacity**

- The organization has the capacity and appropriate partners to deliver the project.
- The organization has outlined a clear plan and budget to deliver the project within the required timelines.
- There is a clear plan to measure the project's success.
- There is a strong team in place, with a well thought out plan for successful implementation
- There is a fully costed budget and a clearly articulated plan to measure success

- **Community need**

- The project outlines how it will address a community need

PANEL ASSESSMENT

The My Main Street Community Activator selection process will be adjudicated on vision and capacity through a 2-step assessment process involving a Selection Committee comprised of:

- Representatives who are both internal and external to the My Main Street Program, with demonstrated experience in community placemaking, local economic development, successful implementation, and project management.
- Representatives from a cross section of geographic communities across southern Ontario.
- Representatives with the above experience who identify as members of equity-deserving communities from across southern Ontario.

Before initiating their scoring process, the Selection Committee(s) will be required to participate in a training session facilitated by the Canadian Urban Institute that will outline the project's vision, objectives and requirements, and address issues of systemic bias.

All applications will be scored based on a standardized Scoring Form measuring the evaluation criteria above.

PROGRAM REQUIREMENT LENS

Once applications have been scored against vision, capacity and need, CUI will finalize the decision process factoring in necessary requirements related to:

- Funding available for program year;
- Allocation of 25% of available funding to areas with populations of less than 100,000;
- Ensuring additional consideration is given to traditionally underrepresented and equity-deserving groups
- Regional distribution of program funds.

PAYMENT AND REPORTING REQUIREMENTS

To receive payment, recipients will be required to submit their expenses and attest to eligible costs through a reporting process facilitated by CUI.

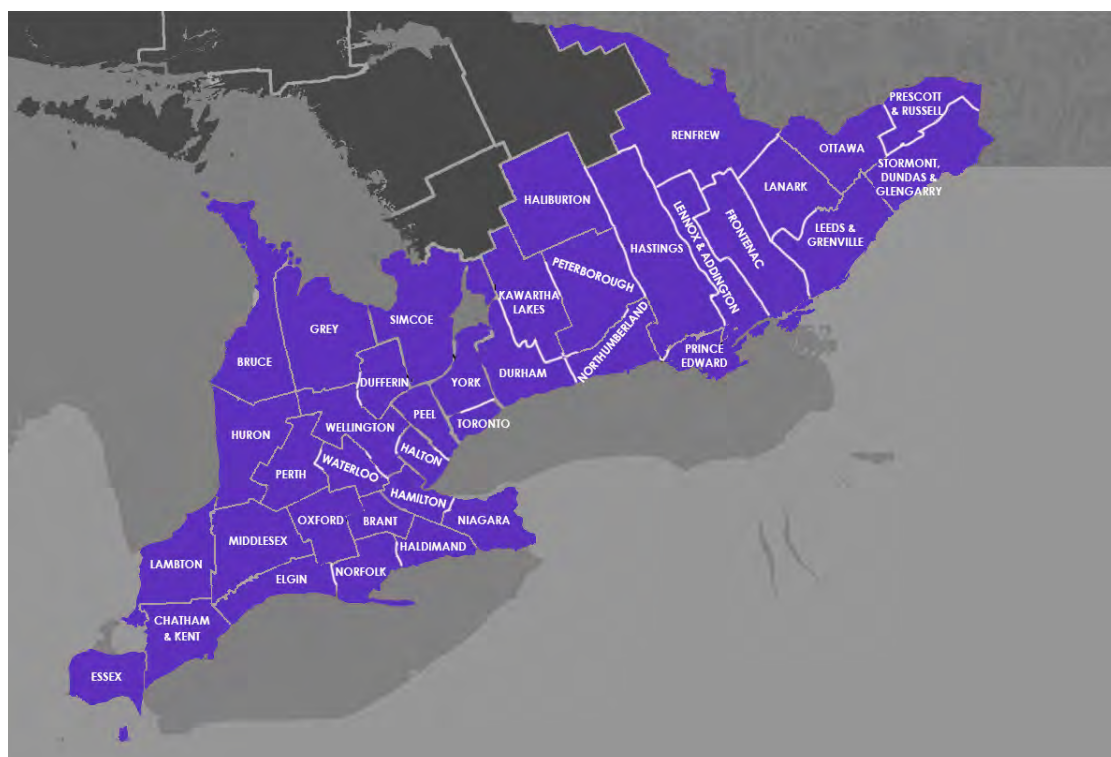
Capital costs are not eligible for reimbursement. Instructions on eligible costs are included in the [Project Budget template](#).

Successful applicants will also be required to provide other reports in the form of project updates, success stories and supporting documents.

APPENDIX A: ELIGIBLE LOCATIONS

The full list of eligible regions surrounding municipalities can be found below, however, you can directly enter your address in our [Measuring Main Streets mapping tool](#) to determine if you are located in an eligible region.

| | | |
|--------------------------|------------------------------|---|
| Brant County | Hastings County | Peel Region |
| Bruce County | Huron County | Perth County |
| Chatham-Kent | Kawartha Lakes | Peterborough County |
| Dufferin Region | Lambton County | Prescott and Russell Counties |
| Durham Region | Lanark County | Prince Edward County |
| Elgin County | Leeds and Grenville Counties | Renfrew County |
| Essex County | Lennox and Addington County | Simcoe County |
| Frontenac County | Middlesex County | Stormont, Dundas and Glengarry Counties |
| Grey County | Niagara Region | Toronto Region |
| Haldimand-Norfolk County | Northumberland County | Waterloo Region |
| Haliburton County | Ottawa Region | Wellington County |
| Halton Region | Oxford County | York Region |
| Hamilton Region | | |





DROP IN
ONLY

NO APPOINTMENT
REQUIRED

Southwestern Public Health has
partnered with Tiny Tots Nursery School for
FREE DENTAL SCREENINGS
& **FLUORIDE VARNISH APPLICATIONS**

Thursday, April 11th from 3:30-6:30pm

JOIN US @ 11443 Furnival Rd, Rodney, ON, N0L 2C0

In the SOUTH ³²⁰PARKING LOT

*Optimist Club of West Lorne, Inc, 45-257
142 Chestnut Street
West Lorne ON
N0L 2P0*

February 22, 2024

To Whom it might concern:

I am writing this on behalf of the West Lorne Optimist Club. We are planning on hosting a quarter auction on Sunday afternoon on April 7, 2024. Profits from this event would go to community revitalization group.

We would like to have the rental fees waived for this event.

Thank you for your consideration.

West Lorne Optimist Club

Joan Neil, Co-Chair

Quarter Auction Event





4800 SOUTH SERVICE RD
BEAMSVILLE, ON L0R 1B1
905-563-8205

February 28, 2024

SENT VIA EMAIL: Premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Dear Honourable Doug Ford:

RE: Town of Lincoln Council Resolution – Urgent Need for Increased Funding to Libraries and Museums in Ontario

Please be advised that the Council of the Corporation of the Town of Lincoln at its Council Meeting held on February 26, 2024, passed the following motion regarding an Urgent Need for Increased Funding to Libraries and Museums in Ontario:

Resolution No: RC-2024-23

Moved by Mayor Easton; Seconded by Councillor Mike Mikolic

WHEREAS the provincial funding for public libraries is currently based on population levels from 25 years ago, which fails to reflect the substantial growth and changing needs of our communities. The Town of Lincoln Council wishes to draw your attention to the "Overdue" report of 2023 from the Canadian Urban Council, which emphasizes the pivotal role libraries play in various aspects of community life, including knowledge distribution, culture, health, reconciliation, belonging, and our democracy; and

WHEREAS libraries, situated at the heart of our communities, serve as multifaceted institutions catering to diverse needs. They provide essential services such as access to culture and information, refuge for those experiencing domestic violence, election information centers, job search facilities, health clinics, language learning centers for newcomers, and spaces for educational and community events. Despite their vital role, public libraries in Ontario have not seen an increase in provincial funding for over 25 years, leading to a decrease in the value of the province's investment by over 60%; and

WHEREAS the Town of Lincoln Council urges the Provincial Government to

consider increasing provincial funding for Ontario's public libraries to address critical shared priorities and community needs. While over 90% of library funding comes from local municipal governments, provincial operating funding is crucial for providing stability to library budgets, especially in times of inflation, technological changes, and increasing demands on libraries as community hubs; and

WHEREAS the Town of Lincoln Council would like to bring to the Provincial Government's attention the pressing need to increase the funding envelope for the Community Museum Operating Grant (CMOG). The Town of Lincoln currently receives \$25,000 annually, the maximum amount through this grant, but the funding envelope has remained stagnant for over 15 years. This limitation hampers the ability of community museums to offset increasing operational expenses, impacting their role in preserving and promoting local stories, attracting cultural tourists, supplementing school curriculum, and contributing to vibrant and vital communities; and

WHEREAS the Lincoln Museum and Cultural Centre is a community hub critical to the health and vibrancy of our community. An increase in CMOG funding will enable our museum to continue its valuable service to the community, creating a sense of place, attracting cultural tourists, and preserving local stories that define our unique identity; and

WHEREAS Cultural institutions, particularly museums, play a vital role in shaping and preserving our community's identity. They contribute to tourism, social participation, senior well-being, skill-building, and learning. As the largest government funder for most of Ontario's smaller museums, municipalities create value in their communities through the work of these institutions.

THEREFORE, BE IT RESOLVED THAT the Town of Lincoln Council urges the Provincial Government to support increasing funding to both public libraries and community museums. Recognizing these institutions as national assets and strategically investing in their potential will contribute significantly to renewing post-pandemic social cohesion, economic well-being, and community resilience; and

BE IT FURTHER RESOLVED THAT this resolution be circulated to the Province, the Minister of Tourism, Culture and Sport, Association of Municipalities of Ontario (AMO), the Niagara Region, the 12 Local Area Municipalities in Niagara and all municipalities of Ontario for endorsement.

CARRIED

If you require any additional information, please do not hesitate to contact the undersigned.

Regards,



Julie Kirkelos

Town Clerk

jkirkelos@lincoln.ca

JK/dp

Cc: Premier of Ontario
Minister of Tourism, Culture and Sport
Association of Municipalities of Ontario (AMO)
Ann-Marie Norio, Clerk, Niagara Region
Local Area Municipalities
All Ontario Municipalities

**The Corporation of the Municipality of St. Charles
RESOLUTION PAGE**



Regular Meeting of Council

Agenda Number: 10.2.

Resolution Number 2024-036

Title: Resolution stemming from December 13, 2023 Regular Meeting of Council - Item 10.1 - Correspondence #5 and #24

Date: February 21, 2024

Moved by: Councillor Loftus

Seconded by: Councillor Laframboise

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles supports Catherine Fife, Waterloo MPP - Request for Support for Bill 21, Fixing Long Term Care Amendment Act (Till Death Do Us Part), 2022;

AND BE IF FURTHER RESOLVED THAT a copy of this Resolution be sent to Premier Doug Ford; Minister of Long Term Care, Stan Cho; our local Member of Parliament (MP); our local Member of Provincial Parliament; and all Ontario Municipalities.

CARRIED


MAYOR



Catherine Fife

MPP Waterloo

Todd Kasenberg
Mayor of Municipality of North Perth

RE: Requesting your support for Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022

September 25, 2023

Dear Mayor Kasenberg,

I am writing to you today to share an update on Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022, and to request your support for this important legislation.

Bill 21 amends the Residents' Bill of Rights set out in section 3 of Fixing Long-Term Care Act, 2021 by adding the right of residents not to be separated from their spouse upon admission but to have accommodation made available for both spouses so they may continue to live together.

The Act was inspired by Cambridge resident Jim McLeod, who will have been separated from his wife of 65 years Joan, on September 17, 2023. Nearly 6 years later, Jim continues to champion spousal reunification. He often says that he will talk to anyone and has two giant binders full of his advocacy work on the Bill. Last week, he told me that his heart is breaking because of his separation from Joan. He has brought other seniors who are separated from their spouses into the advocacy – you cannot sit with these folks for any amount of time and not care deeply about this legislation.

I know that you value the many contributions that older adults have made to Waterloo Region, and care deeply that they can live their final years with dignity and love. **I am hoping you will consider bringing a motion forward to your Council, in support of the Till Death Do Us Part Act.** Your support will help us to keep attention on this important legislation, so that it can finally be called to the Standing Committee on Social Policy – one step closer to Royal Assent.

I would be happy to discuss the Bill with you further, via phone call or an in-person meeting at your convenience. Thanks in advance for considering my request.

Sincerely,

Catherine Fife, Waterloo MPP
Finance & Treasury Board Critic

Constituency Office
100 Regina St. S., Suite 220
Waterloo, ON N2J 4A8
Ph: 519-725-3477 | Fax: 519-725-3667
Email: cfife-co@ndp.on.ca

Queen's Park Office
Room 154, Main Legislative Bldg.
Queen's Park, Toronto ON M7A 1A5
Ph: 416-325-6913 | Fax: 416-325-6942
Email: cfife-qp@ndp.on.ca

BACKGROUND:

On November 15, 2022, the Till Death Do Us Part Act, passed second reading in the Ontario legislature after being [introduced for the third time in September 2022](#). The bill was then referred to the Ontario Legislature's Social Policy Committee. You can view highlights of the second reading debate here: <https://www.youtube.com/watch?v=mYRlgQgDe2k>

I have been pushing for the Standing Committee on Social Policy to schedule a time to begin the work of reviewing Bill 21 since November 2022. **Today marks 286 days since the Act passed second reading at the Legislative Assembly of Ontario.** Unfortunately, the Bill has yet to be called to committee.

Bill 21, which was formerly Bill 153 and 95, respectively, had passed second reading and was sent to the Justice Committee in December 2019, but was wiped off the order paper when Premier Ford prorogued the house in 2021. It was reintroduced early 2022 but did not have time to progress before the election.

Since I first introduced this Bill in 2019, the number of people who've reached out to my offices with heartbreaking stories of couples entering long-term care who are torn apart has skyrocketed. Simply put, Ontario seniors deserve dignity in care and should have the right to live with their partner as they age. Of note, Nova Scotia passed similar legislation, titled the [Life Partners in Long-Term Care Act](#) in 2021.

Following many meetings with stakeholders, it's clear that "care campuses" which offer different levels of care (independent, assisted living and long-term care) are the progressive model for investing in quality care for Ontario's aging population. Care campuses are an essential element to keeping couples together as they often age at different rates. This level of choice has been brought to my attention as especially important to rural and northern municipal leaders across Ontario. The care campus model for seniors housing that builds different levels of care has unique financial savings that will be critical as we grapple with a rapidly aging province.

We need the Bill to be called to the Standing Committee on Social Policy as soon as possible. We know that couples who are separated across Ontario cannot wait any longer for this legislative change to be made.

Here are the links to recent media coverage of the Till Death Do Us Part Act, which provide more specific insights into the lived experiences of older adults who are separated from their spouses:

- [CTV News Kitchener: Ontario seniors separated in long-term care pushing for the right to remain together](#)
- [CityNews Kitchener: Waterloo MPP appeals for seniors bill to be brought forward](#)
- [Waterloo Region Record: Cambridge senior calls for end to separating couples in long-term care](#)

**The Corporation of the Municipality of St. Charles
RESOLUTION PAGE**



Regular Meeting of Council

Agenda Number: 10.5.

Resolution Number 2024-039

Title: Resolution stemming from December 13, 2023 Regular Meeting of Council - Item 10.1 - Correspondence #15

Date: February 21, 2024

Moved by: Councillor Loftus

Seconded by: Councillor Laframboise

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by the Corporation of the County of Prince Edward on November 17, 2023, regarding Guaranteed Livable Income;

AND BE IF FURTHER RESOLVED THAT a copy of this Resolution be sent to Prime Minister Justin Trudeau; Premier Doug Ford; Minister of Children, Community and Social Service, Ryan Williams; the Association of Municipalities of Ontario (AMO); our local Member of Parliament; our local Member of Provincial Parliament; and all Ontario Municipalities.

CARRIED

MAYOR

November 17, 2023

Please be advised that during the regular Council meeting of November 14, 2023 the following motion regarding urging the Federal and Provincial governments to establish a guaranteed livable income was carried:

RESOLUTION NO. 2023-568

DATE: November 14, 2023

MOVED BY: Councillor Roberts

SECONDED BY: Councillor Maynard

WHEREAS on November 23, 2021 Prince Edward County was certified as a 'Living Wage' Employer at the "support" level, through the Ontario Living Wage Network;

AND WHEREAS the Ontario livable wage for Hastings & Prince Edward, in 2022 was determined to be \$19.05, which is \$3.55 more than the Provincial minimum wage rate of \$15.50; and this rate is paid to all staff including students in 2023;

AND WHEREAS our residents on programs such as Ontario Works, receive targeted fixed monthly incomes of \$733, and ODSP recipients receive \$1,376;

AND WHEREAS the current Ontario minimum wage rate, a person working 37.5 hours per week will earn approximately \$2,500 monthly (before tax);

AND WHEREAS in accordance with the 2023 Vital Signs Report, up to 3,500 residents (10.1% to 13.5%) are living on low income (less than \$36,000 a year after taxes) and PEC's median income lags behind Ontario by \$7,500/year;

AND WHEREAS the median rent for one bedroom in Prince Edward County in accordance with the County Housing Plan for 2023 \$1,513 a month;

AND WHEREAS rent is considered affordable, when it is no more than 30% of gross annual income and the number of people receiving government benefits has increased to a level above the provincial average in Prince Edward County. Extrapolated, a full 30% of County residents are deemed to be low-income and unable to afford either market real estate or rental housing prices;

AND WHEREAS as of March 31, 2023, there are 1,089 households on the Prince Edward - Lennox and Addington Social Services wait list for subsidized housing in Prince Edward County;

AND WHEREAS, in accordance with the County Food Collective, Food bank use is up 26% in Prince Edward County and as many as 6,000 residents experience food insecurity over a year's time;

AND WHEREAS on July 25, 2023 Council expressed support for a more generous Canada Child Benefit targeting low-income families struggling with food insecurity and urged Federal government expedite its 2021 election promise to roll-out Canada's first national school food policy, and endorsed the Coalition for Healthy School Food mission to work with partners across Canada to advocate for a universal cost-shared healthy Canada-wide school food program on September 26, 2023;

AND WHEREAS the 2017 Business Retention and Expansion (BR+E) study/survey identified the general affordable workforce housing as a primary obstacle in our workforce attraction;

AND WHEREAS the collected data of housing and poverty statistics, and continuing to examine their pending economic vulnerability as a result is important in establishing a livable income;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Prince Edward County join other municipalities across Ontario, including Belleville, Napanee to urge the Federal and Provincial governments to establish a Guaranteed Livable Income program; and

THAT this resolution be sent to The Right Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Doug Ford, Premier of Ontario, The Honourable Michael Parsa, M.P.P., Minister of Children, Community and Social Services, Ryan Williams, Bay of Quinte M.P.P., Todd Smith, Bay of Quinte M.P.P, Marit Stiles, Leader of the Official Opposition of Ontario and Pierre Poilievre Leader of the Official Opposition of Canada requesting a response on this matter within 30 days of receipt; and

THAT this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), and The Eastern Ontario Wardens' Caucus (EOWC).

CARRIED

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Roberts, Councillor Maynard and Marcia Wallace, CAO



Legal Services / Clerk's Department

789 Broadway Street, Box 3000
Wyoming, ON N0N 1T0

Telephone: 519-845-0801

Toll-free: 1-866-324-6912

Fax: 519-845-0818

February 23, 2024

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Premier Ford:

Re: Lambton County Council Motion

Please be advised that at its regular meeting of February 07, 2024, Lambton County Council Passed the following resolution:

#25: Ferguson/Bradley:

WHEREAS the Province of Ontario has agreed to assume responsibility for the Gardiner Expressway and the Don Valley Parkway from the City of Toronto, which will be uploaded to the Province of Ontario;

WHEREAS like the City of Toronto, The Corporation of the County of Lambton and all municipalities in the Province of Ontario are experiencing significant financial and budgetary pressures including those related to infrastructure development, maintenance and repairs, and are seeking reasonable solutions to address the same while balancing their financial books;

WHEREAS the uploading of municipal highway infrastructure to the Province of Ontario or, alternatively, appropriately increasing the Ontario Community Infrastructure Fund to Ontario municipalities will assist municipalities in addressing such financial challenges;

THEREFORE, BE IT RESOLVED:


- a) That the Province of Ontario: (i) upload from local municipalities the responsibility of and costs associated with the continued construction, operation, and maintenance of major municipally-owned highways throughout the Province of Ontario to the Ontario Ministry of Transportation; or (ii) alternatively, if uploading is not the preferred option of the Province and/or local municipality, to appropriately increase the

Ontario Community Infrastructure Fund to municipalities so as to fairly and equitably allocate resources to Ontario municipalities.

- b) That a copy of this resolution be circulated to all municipalities in Ontario; the Association of Municipalities of Ontario; Sarnia-Lambton MPP, Bob Bailey; the Ontario Minister of Transportation, the Hon. Prabmeet Singh Sarkaria; and the Premier of Ontario, the Hon. Doug Ford.

Carried.

Kind Regards,

DocuSigned by:

5897867E2272445...

Olivia Leger
Clerk/County Solicitor

Encl #CC 04-10-24

cc: Association of Municipalities of Ontario
All Ontario Municipalities
Bob Bailey, M.P.P. Sarnia-Lambton Riding
Hon. Prabmeet Singh Sakaria, Ontario Minister of Transportation



The Corporation of the Municipality of West Elgin

By-Law No. 2024-19

Being a By-law to Enter into a Multi-Jurisdiction Agreement, as an Authorized Entity, between The Corporation of the County of Elgin, including all Lower-Tier Municipalities, and Environmental Systems Research Institute, Inc. for the purpose of geographic information system (GIS) software

Whereas Section 9 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority; and

Whereas Section 20 of the *Municipal Act, 2001*, S.O. 2001 as amended authorizes a municipality to enter into agreements; and

Whereas it is deemed expedient that The Corporation of the Municipality of West Elgin enters into a multi-jurisdiction agreement as an Authorized Entity, between The Corporation of the County of Elgin, including all Lower-Tier Municipalities, and Environmental Systems Research Institute, Inc. for the purpose of geographic information system (GIS) software; and

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

1. That the Corporation of the Municipality of West Elgin hereby authorizes a Multi-Jurisdiction Agreement, as an Authorized Entity, between The Corporation of the County of Elgin, including all Lower-Tier Municipalities, and Environmental Systems Research Institute, Inc, identified as Schedule "A" attached hereto and forming an integral part of this By-law.
2. That the Chief Administrative Officer is hereby authorized and directed to execute such agreement and any related documents and affix the Seal of the Corporation of the Municipality of West Elgin thereto.
3. This by-law shall come into force and effect on March 14, 2024.

Read a first, second, and third time and passed this 14th day of March, 2024.

Taraesa Tellier, Deputy Mayor

Terri Towstiuc, Clerk

Esri Use Only:

Cust. Name _____
 Cust. # _____
 PO # _____
 Esri Agreement # _____



REGIONAL GOVERNMENT ENTERPRISE AGREEMENT (RG1I)

This Agreement is by and between The Corporation of the County of Elgin ("**Managing Customer**") and **Environmental Systems Research Institute, Inc. ("Esri")**; and the Authorized Distributor listed on the signature page ("**Authorized Distributor**").

This Agreement sets forth the terms for Managing Customer's use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

Table A
List of Products

Uncapped Quantities**Desktop Software and Extensions** (Single Use)

ArcGIS Desktop Advanced
 ArcGIS Desktop Standard
 ArcGIS Desktop Basic
 ArcGIS Desktop Extensions: ArcGIS 3D Analyst,
 ArcGIS Spatial Analyst, ArcGIS Geostatistical
 Analyst, ArcGIS Publisher, ArcGIS Network
 Analyst, ArcGIS Schematics, ArcGIS Workflow
 Manager, ArcGIS Data Reviewer

Enterprise Software and Extensions

ArcGIS Enterprise (Advanced and Standard)
 ArcGIS Monitor
 ArcGIS Enterprise Extensions: ArcGIS 3D
 Analyst, ArcGIS Spatial Analyst, ArcGIS
 Geostatistical Analyst, ArcGIS Network Analyst,
 ArcGIS Schematics, ArcGIS Workflow Manager,
 ArcGIS Data Reviewer

Enterprise Additional Capability Servers

ArcGIS Image Server

Developer Tools

ArcGIS Runtime Standard
 ArcGIS Runtime Analysis Extension

Limited Quantities

One (1) Professional subscription to ArcGIS Developer
 Two (2) ArcGIS CityEngine Single Use Licenses
 250 ArcGIS Online Viewers
 250 ArcGIS Online Creators
 37,500 ArcGIS Online Service Credits
 250 ArcGIS Enterprise Creators
 5 ArcGIS Insights in ArcGIS Enterprise
 5 ArcGIS Insights in ArcGIS Online
 50 ArcGIS Location Sharing User Type Extension (Enterprise)
 50 ArcGIS Location Sharing User Type Extension (Online)
 12 ArcGIS Advanced Editing User Type Extension (Enterprise)

OTHER BENEFITS

| | |
|---|----------|
| Number of Esri User Conference registrations provided annually | 4 |
| Number of Tier 1 Help Desk individuals authorized to call Distributor | 4 |
| Maximum number of sets of backup media, if requested* | 2 |

*Additional sets of backup media may be purchased for a fee

Managing Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement ("**Ordering Document**"). **ADDITIONAL OR CONFLICTING TERMS IN MANAGING CUSTOMER'S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Authorized Distributor's or Esri's receipt of an Ordering Document, unless otherwise agreed to by the parties ("**Effective Date**"). An executed Agreement transmitted through electronic means, such as fax or e-mail, is valid and binding even if an original paper document bearing each party's original signature is not delivered.

This Agreement authorizes the entities listed in Attachment 1 (each an "**Authorized Entity**") to use Products listed in Table A, provided Authorized Entity signs and returns an executed Authorized Entity Acknowledgment Statement and agrees to be bound by the terms and conditions of this Agreement. Managing Customer may not Deploy any Products to an Authorized Entity until Managing Customer has received and sent to Authorized Distributor and Esri the executed Authorized Entity Acknowledgment Statement.

Term of Agreement: Three (3) years; April 13, 2024 - April 12, 2027

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

The Corporation of the County of Elgin
(Managing Customer)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

Esri Canada Limited
(Authorized Distributor)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____

MANAGING CUSTOMER CONTACT INFORMATION

Contact: _____

Address: _____

City, State, Postal Code: _____


Country: _____

Quotation Number (if applicable): _____

Telephone: _____

E-mail: _____

ENVIRONMENTAL SYSTEMS
RESEARCH INSTITUTE, INC.
(Esri)

By:  _____
Authorized Signature

Printed Name: Tamisa Greening

Title: Director, Contracts and Legal

1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

"Case" means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

"Customer" means Managing Customer and Authorized Entity.

"Deploy", "Deployed" and "Deployment" mean to redistribute and install the Products and related Authorization Codes within Customer's organization(s).

"Fee" means the fee set forth in the Quotation.

"Maintenance" means Tier 2 Support, Product updates, and Product patches provided to Managing Customer during the Term of Agreement.

"Master Agreement" means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

"Product(s)" means the products identified in Table A—List of Products and any updates to the list Authorized Distributor or Esri provides in writing.

"Quotation" means the offer letter and quotation provided separately to Managing Customer.

"Technical Support" means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

"Tier 1 Help Desk" means Managing Customer's point of contact(s) to provide all Tier 1 Support within Customer's organization(s).

"Tier 1 Support" means the Technical Support provided by the Tier 1 Help Desk.

"Tier 2 Support" means the Technical Support provided to the Tier 1 Help Desk when a Case

cannot be resolved through Tier 1 Support. Customer will receive Tier 2 Support from the Authorized Distributor.

2.0—ADDITIONAL GRANT OF LICENSE

2.1 Grant of License. Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement. Additionally, Esri grants to Managing Customer the right to Deploy for Customer's internal use, provided prior to Deploying to an Authorized Entity, Authorized Distributor and Esri receive a signed copy of the Authorized Entity Acknowledgment Statement.

2.2 Consultant Access. Esri grants Customer the right to permit Customer's consultants or contractors to use the Products exclusively for Customer's benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer's benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Managing Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

3.0—TERM, TERMINATION, AND EXPIRATION

3.1 Term. This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

3.2 No Use upon Agreement Expiration or Termination. All Product licenses, all Maintenance, and Esri User Conference

registrations terminate upon expiration or termination of this Agreement.

3.3 Termination for a Material Breach. Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

3.4 Termination for Lack of Funds. For an Agreement with government or government-owned entities, either party may terminate this Agreement before any subsequent year if Managing Customer is unable to secure funding through the legislative or governing body's approval process.

3.5 Follow-on Term. If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

3.6 Termination of an Individual Authorized Entity. Authorized Distributor and Esri may terminate the license rights of a particular Authorized Entity for material breach without terminating this Agreement with Managing Customer. The breaching Authorized Entity will be given a period of thirty (30) days from the date of written notice to cure any material breach. Upon the termination of an Authorized Entity, all Products Deployed to the Authorized Entity will also terminate. Managing Customer shall reasonably cooperate with Authorized Distributor and Esri in termination of an Authorized Entity for material breach of this Agreement, including enforcement of the Agreement with respect to such Authorized Entity. There will be no reduction in the Fee if an Authorized Entity's rights are terminated. The terminated Authorized Entity will have no further access to any benefits, entitlements, rights, or other items included in or otherwise related to this Agreement.

3.7 Termination by Authorized Entity. If an Authorized Entity no longer desires to participate in this Agreement, the Authorized Entity may terminate; however, there will be no decrease in the Fee as a result.

4.0—PRODUCT UPDATES

4.1 Future Updates. Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Managing Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Managing Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

4.2 Product Life Cycle. During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Managing Customer will not be able to Deploy retired Products.

5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Authorized Distributor software maintenance policy as modified by this Article 5.0—Maintenance. At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

a. Tier 1 Support

1. Managing Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.

3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Managing Customer may change the Tier 1 Help Desk individuals by written notice to Authorized Distributor.

b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.
4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.
5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

7.0—ADMINISTRATIVE REQUIREMENTS

7.1 OEM Licenses. Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

7.2 Annual Report of Deployments. At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Managing Customer will provide the Authorized Distributor with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

8.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Authorized Distributor and Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be no decrease in Fee as a result of any Ownership Change.

8.1 If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Authorized Distributor and Esri reserve the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.

8.2 If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer

the Products to Customer or uninstall, remove, and destroy all copies of the Products.

- 8.3** This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Authorized Distributor and Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.

ATTACHMENT 1 AUTHORIZED ENTITY LIST

1. Authorized Entity Name: The Corporation of the Municipality of Bayham

Contact Name: _____
Address: _____
Phone: _____
E-mail: _____

2. Authorized Entity Name: The Corporation of the Town of Aylmer

Contact Name: _____
Address: _____
Phone: _____
E-mail: _____

3. Authorized Entity Name: The Corporation of the Municipality of Central Elgin

Contact Name: _____
Address: _____
Phone: _____
E-mail: _____

4. Authorized Entity Name: The Corporation of the Township of Southwold

Contact Name: _____
Address: _____
Phone: _____
E-mail: _____

5. Authorized Entity Name: The Corporation of the Municipality of West Elgin

Contact Name: _____
Address: _____
Phone: _____
E-mail: _____

6. Authorized Entity Name: The Corporation of the Municipality of Dutton/Dunwich

Contact Name: _____
Address: _____
Phone: _____
E-mail: _____

7. Authorized Entity Name: The Corporation of the Township of Malahide

Contact Name: _____
Address: _____
Phone: _____
E-mail: _____

Prior to any Deployment to an Authorized Entity, Managing Customer shall require each such entity to be contractually bound to applicable terms and conditions by executing an Authorized Entity Acknowledgment Statement. Managing Customer shall keep a copy of the signed original acknowledgment for its records and forward a copy of the signed original to Authorized Distributor and Esri. Authorized Distributor and Esri may pursue remedies against Managing Customer or an individual Authorized Entity for material breach. Only Managing Customer has a right to Deploy.

AUTHORIZED ENTITY ACKNOWLEDGMENT STATEMENT

Environmental Systems Research Institute, Inc. ("**Esri**"), Esri Canada Limited ("**Authorized Distributor**"), and The Corporation of the County of Elgin ("**Managing Customer**"), have entered into a Regional Government Enterprise ("**Agreement**") Agreement for licensing certain rights to use and Deploy Products and to receive maintenance for the term of the Agreement, subject to payment of fees and adherence to the terms and conditions of this Agreement. Esri has authorized Managing Customer to Deploy Products to Authorized Entity provided Authorized Entity signs and returns this Authorized Entity Acknowledgment Statement.

Accordingly, Authorized Entity, as a Customer, represents it has received and read the Agreement, and understands and agrees to be bound by the Agreement, for use of Products received from Managing Customer. Authorized Entity agrees that Authorized Distributor and Esri may pursue remedies against Authorized Entity for material breach of the Agreement. All Deployments made by Managing Customer to Authorized Entity shall be made through Managing Customer's centralized point of contact. Tier 1 Help Desk will provide Maintenance to Authorized Entity. Authorized Entity grants Managing Customer the right to unilaterally sign amendments to this Agreement, which shall be binding on Authorized Entity.

No other rights are granted to Authorized Entity under this acknowledgment.

Accepted and Agreed:

The Corporation of the Municipality of Bayham
(Authorized Entity)

Signature: _____

Printed Name: _____

Title: _____

Prior to any Deployment to an Authorized Entity, Managing Customer shall require each such entity to be contractually bound to applicable terms and conditions by executing an Authorized Entity Acknowledgment Statement. Managing Customer shall keep a copy of the signed original acknowledgment for its records and forward a copy of the signed original to Authorized Distributor and Esri. Authorized Distributor and Esri may pursue remedies against Managing Customer or an individual Authorized Entity for material breach. Only Managing Customer has a right to Deploy.

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No other rights are granted to Authorized Entity under this acknowledgment.

Accepted and Agreed:

The Corporation of the Town of Aylmer
(Authorized Entity)

Signature: _____

Printed Name: _____

Title: _____

Date: _____

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No other rights are granted to Authorized Entity under this acknowledgment.

Accepted and Agreed:

The Corporation of the Municipality of Central Elgin
(Authorized Entity)

Signature: _____

Printed Name: _____

Title: _____

Date: _____

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No other rights are granted to Authorized Entity under this acknowledgment.

Accepted and Agreed:

The Corporation of the Township of Southwold
(Authorized Entity)

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Prior to any Deployment to an Authorized Entity, Managing Customer shall require each such entity to be contractually bound to applicable terms and conditions by executing an Authorized Entity Acknowledgment Statement. Managing Customer shall keep a copy of the signed original acknowledgment for its records and forward a copy of the signed original to Authorized Distributor and Esri. Authorized Distributor and Esri may pursue remedies against Managing Customer or an individual Authorized Entity for material breach. Only Managing Customer has a right to Deploy.

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No other rights are granted to Authorized Entity under this acknowledgment.

Accepted and Agreed:

The Corporation of the Municipality of West Elgin
(Authorized Entity)

Signature: _____

Printed Name: _____

Title: _____

Date: _____

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No other rights are granted to Authorized Entity under this acknowledgment.

Accepted and Agreed:

The Corporation of the Municipality of Dutton/Dunwich
(Authorized Entity)

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Prior to any Deployment to an Authorized Entity, Managing Customer shall require each such entity to be contractually bound to applicable terms and conditions by executing an Authorized Entity Acknowledgment Statement. Managing Customer shall keep a copy of the signed original acknowledgment for its records and forward a copy of the signed original to Authorized Distributor and Esri. Authorized Distributor and Esri may pursue remedies against Managing Customer or an individual Authorized Entity for material breach. Only Managing Customer has a right to Deploy.

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No other rights are granted to Authorized Entity under this acknowledgment.

Accepted and Agreed:

The Corporation of the Township of Malahide
(Authorized Entity)

Signature: _____

Printed Name: _____

Title: _____

Date: _____



MUNICIPALITY OF
West Elgin

The Corporation of the Municipality of West Elgin

By-Law No. 2024-20

Being a By-Law to Provide for an Interim Tax Levy for 2024

Whereas Section 317 of the *Municipal Act*, S.O. 2001, c.25, as amended, provides that the Council of a local municipality before the adoption of the estimates for the year under Section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes.; and

Whereas Section 317(3) of the *Municipal Act* provides that the amounts levied on a property shall not exceed 50% of the total taxes for municipal and school purposes levied on the property in the year 2023; and

Whereas the Council of this municipality deems it appropriate to provide for such interim levy on the assessment of property in this municipality;

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

1. The amounts levied on all rateable assessment shall be as follows:
For all property classes there shall be imposed and collected an interim levy on each property equal to the prescribed percentage, or 50% if no percentage is prescribed, of the total taxes for municipal and school purposes levied on the property for the previous year.
2. The Interim Levy on the properties classed as Commercial, Industrial or Multi Residential shall be adjusted by 50% of the 2023 entitlement under the capping legislation provisions.
3. That interim taxes will be payable in two instalments to be due March 31, 2024 and June 30, 2024.
4. There shall be imposed on all taxes interest as per By-law 2003-06 on the first day of default and on the first day of each calendar month during which the default continues.
5. The Treasurer may mail or cause to be mailed to the address of the residence or place of business of each person taxes under this by-law, a notice specifying the amount of taxes payable.
6. The notice to be mailed under this by-law shall contain the particulars provided for in this by-law and the information required to be entered as per Section 343 of the *Municipal Act*.

7. The subsequent levy for 2024 to be made under the *Municipal Act* shall be reduced by the amount to be raised by the levy imposed by this by-law.
8. The provisions of Section 317 of the *Municipal Act*, as amended apply to this by-law with necessary modifications.
9. The Treasurer shall be authorized to accept part payment from time to time on account of any taxes due and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under Section 4 of this by-law in respect of non-payment or late payment of any taxes or any instalment of taxes.
10. Nothing in this by-law shall prevent the Treasurer from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.
11. In the event of any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail.
13. That this by-law will take effect upon the final passing thereof and may be cited as the "2024 Interim Tax Levy By-law."

Read a first, second, and third time and finally passed this 14th day of March 2024.

Taraesa Tellier, Deputy Mayor

Terri Towstiuc, Clerk



MUNICIPALITY OF **West Elgin**

The Corporation of the Municipality of West Elgin

By-Law No. 2024-21

Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for the property known as 23577 & 23667 Gray Line).

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:

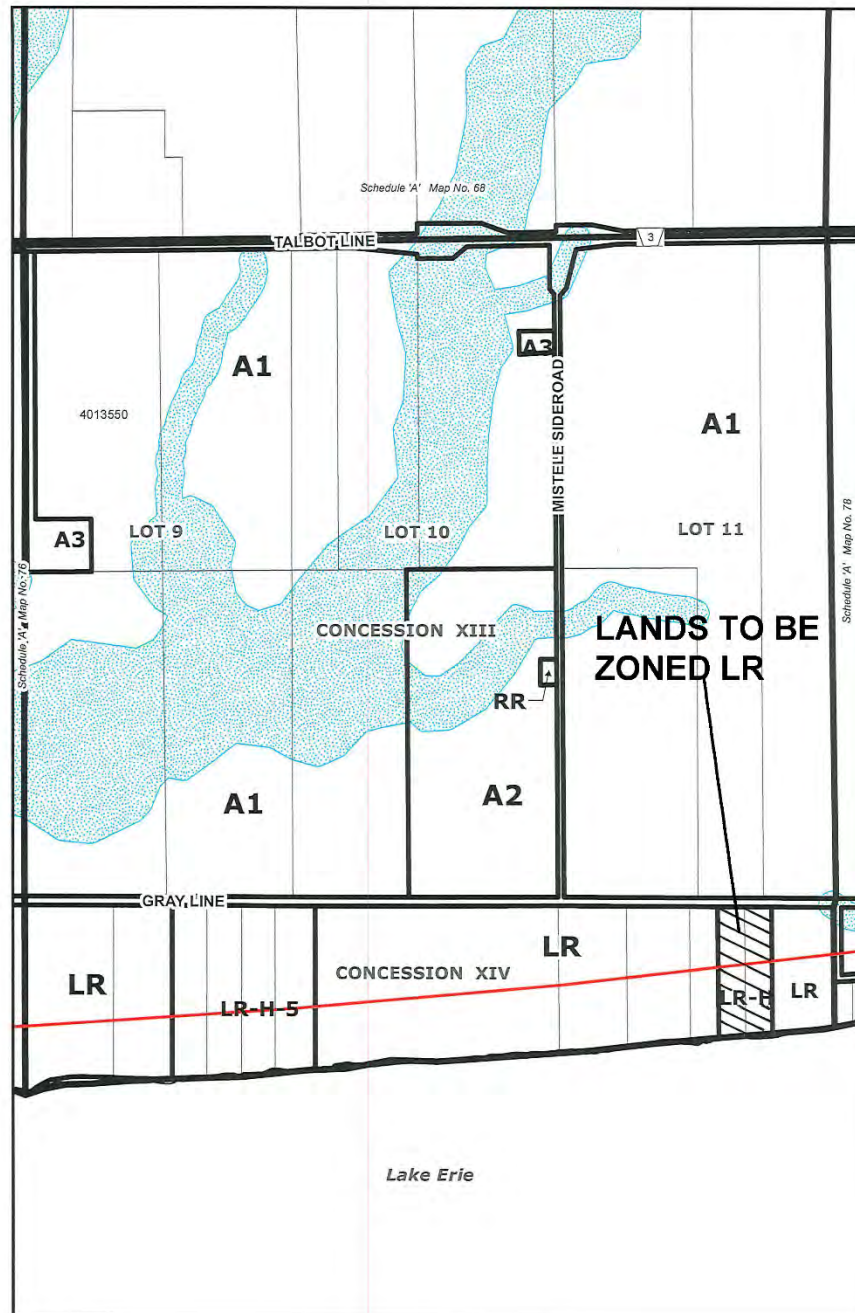
Now Therefore the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. That Schedule "A" Map No. 77 to By-law No. 2015-36, is hereby amended by changing the subject property from **Lakeshore Residential Holding (LR-H) Zone** to **Lakeshore Residential (LR)** for those lands hatched and described as LR, on Schedule "A" attached hereto and forming part of this By-law, being Part of Lot 11 Concession 14, Part 1 and 2, RP 11R 9430, in the Municipality of West Elgin.
2. 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 Ontario Land Tribunal (OLT), 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 14th day of March 2024.

Taraesa Tellier
Deputy Mayor

Terri Towstiuć
Clerk



This is Schedule "A" to By-law No. 2024-21
passed on the 14th day of March, 2024

MAYOR

CLERK

MUNICIPALITY OF WEST ELGIN
Comprehensive Zoning By-Law
2015-36 SCHEDULE 'A' MAP 77



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Meters





The Corporation of the Municipality of West Elgin

By-Law No. 2024-22

Being a By-law to Authorize the Execution of an Agreement an agreement between His Majesty the King in Right of The Province of Ontario represented by the Minister of Transportation for the Province of Ontario and the Corporation of the Municipality of West Elgin, for Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP)

Whereas Section 9 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority; and

Whereas Section 20 of the *Municipal Act, 2001*, S.O. 2001 as amended authorizes a municipality to enter into agreements; and

Whereas it is deemed expedient that The Corporation of the Municipality of West Elgin enters into an Agreement with His Majesty the King in Right of The Province of Ontario represented by the Minister of Transportation for the Province of Ontario, for Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP); and

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

1. That the Corporation of the Municipality of West Elgin hereby authorizes the Agreement with His Majesty the King in Right of The Province of Ontario represented by the Minister of Transportation for the Province of Ontario, for Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP), identified as Schedule "A" attached hereto and forming an integral part of this By-law.
2. That the Mayor and Clerk are hereby authorized and directed to execute such agreement and any related documents and affix the Seal of the Corporation of the Municipality of West Elgin thereto.
3. This by-law shall come into force and effect on March 14, 2024.

Read a first, second, and third time and passed this 14th day of March 2024.

Taraesa Tellier, Deputy Mayor

Terri Towstiuc, Clerk

**Ministry of Transportation
Transit Division**

777 Bay Street, 30th Floor
Toronto ON M5G 2E5

**Ministère des Transports
Division des transports en commun**

777 rue Bay, 30^e étage
Toronto ON M5G 2E5

March 1, 2024

Terri Towstiuć
Clerk
Municipality of West Elgin
clerk@westelgin.net

Dear Terri Towstiuć:

As you may know, the term for the allowable construction end date under the Investing in Canada Infrastructure Program (ICIP): Public Transit stream has been extended from October 31, 2027, to October 31, 2033. To enact this extension, and implement other minor changes to the program, an amending agreement to the ICIP: Public Transit Stream Transfer Payment Agreement is required.

Please find enclosed Amending Agreement No. 1 (Amending Agreement) to the ICIP: Public Transit Stream Transfer Payment Agreement. This Amending Agreement includes, but is not limited to, the following amendments:

1. Extending the date of the Agreement until March 31, 2035.
 - The allowable construction end date of the program has been extended to October 31, 2033. Costs may be considered eligible if they are incurred on or before this date.
2. Updating the Project Description, Budget and Timelines (Sub-schedule C.1) and Project Tier Classification and Other Information (Sub-schedule D.1) to align with project modifications and/or newly approved projects if applicable. Note that in some cases project descriptions for both newly added and previously approved projects have been modified to focus information on the primary assets of the project. Please review this information for accuracy and notify MTO for any necessary revisions. **Please do not edit the agreement.**
3. Adding two new certificate forms for municipalities to utilize to allow Independent Certifiers, rather than Independent Engineers, to confirm progress and completion of bus procurement projects. Recipients may request to use the new certificate forms instead of the Independent Engineer certificate forms, if applicable. The request is **subject to prior approval from the Province**. Refer to Appendix A for a full list of Requests for Payment and Payment Procedures

.../2

(Schedule J) Forms.

4. Providing added clarity to the Provincial Compliance Audit requirements.
5. Other minor changes to provide added clarity regarding reporting or provincial requirements.

Please sign and return the Amending Agreement **within three months** of receiving the agreement, along with a copy of a by-law authorizing the Recipient to enter into the Amending Agreement or an email from the Recipient's legal counsel confirming that the by-law submitted with the original Agreement covers this Amending Agreement No. 1, and future Amending Agreements.

If you have any questions about the Amending Agreement, or the process to execute it, please contact the Ministry of Transportation ICIP team by email at ICIPTRANSIT@ontario.ca.

Once the Amending Agreement has been signed by the Minister of Transportation, a PDF version of the fully executed Amending Agreement will be electronically delivered to the Recipient for the Recipient's records.

I want to thank you in advance for your commitment to the successful delivery of your Projects and look forward to seeing the results.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Felix Fung', with a stylized flourish at the end.

Felix Fung
Assistant Deputy Minister
Transit Division
Ministry of Transportation

Attachments

Appendix A

Summary of New and Updated “Requests for Payment and Payment Procedures” (Schedule J) Forms

| Schedule | Applicable Tiers | Purpose/Updates | Due |
|---|----------------------------|--|---|
| Sub-Schedule “J.1” Form of Certificate from Recipient (Appendix F) | All Tiers | Updated to enhance attestations related to the following compliance requirements: <ul style="list-style-type: none"> • Environmental assessment (EA) • Aboriginal Consultation • Land ownership (added) • Signage (added) <p>Note: where applicable, claims for payment are ineligible until requirements outlined in Appendix A of the TPA have been met.</p> | With each claim submission |
| Sub-Schedule “J.2” Form of Declaration of Project Substantial Completion (Appendix G) | All Tiers | No updates | Upon reaching substantial completion. Submit with final claim once all residual work on the project is complete. |
| Sub-Schedule “J.3” Form of Certificate from an Independent Engineer for Project Substantial Completion (Appendix H) | Tier 2 Tier 3 Tier 4 | The following clarification added: <ul style="list-style-type: none"> • Tier 3 and 4 – Form must be completed by an Independent Engineer • Tier 2 – Form may be completed by a professional engineer. • Updated attestation that work was undertaken in accordance with industry standards. | Upon reaching substantial completion. Submit with final claim once all residual work on the project is complete. |
| Sub-Schedule “J.4” Form of Certificate from an Independent | Tier 3 Tier 4 | Following clarifications added: <ul style="list-style-type: none"> • Updated attestation that work was undertaken in | Form is required once construction is underway excluding |

| Schedule | Applicable Tiers | Purpose/Updates | Due |
|--|----------------------------|--|--|
| Engineer to Certify Progress (Appendix I) | | accordance with industry standards. | utility relocation and site clearing work. To be submitted with claim submissions. |
| NEW Sub-Schedule "J.5" Form of Certificate from an Independent Certifier for Project Substantial Completion (Appendix J) | Tier 2 Tier 3 Tier 4 | For bus procurement projects, subject to prior approval from the Province. | To be completed by an Independent Certifier upon project completion. Submit with final claim once all residual work on the project is complete. |
| NEW Sub-Schedule "J.6" Form of Certificate from an Independent Certifier to Certify Progress (Appendix K) | Tier 3 Tier 4 | For bus procurement projects, subject to prior approval from the Province. | Completed by an Independent Certifier once buses have been received. To be submitted with claim submissions. |

**AMENDING AGREEMENT NO. 1
TO THE TRANSFER PAYMENT AGREEMENT
FOR THE INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM**

This Amending Agreement No. 1 to the Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream (the “Amending Agreement No. 1”) is effective as of the last date of signature by the Parties below (the “Effective Date”).

B E T W E E N:

HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF ONTARIO

as

represented by the Minister of Transportation for the Province of Ontario

(the “Province”)

- and -

THE CORPORATION OF THE MUNICIPALITY OF WEST ELGIN

(the “Recipient”)

BACKGROUND

The Province and the Recipient entered into the Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream effective as of April 20, 2022, as amended from time to time (the “Agreement”).

The Agreement was entered into pursuant to the Canada-Ontario Integrated Bilateral Agreement for the Investing in Canada Infrastructure Program, effective as of March 26, 2018 (the “Bilateral Agreement”). There have been amendments to the Bilateral Agreement and developments in the Projects defined in the Agreement, both of which require changes to the Agreement.

Pursuant to section 4.1 (Amending the Agreement) of the Agreement, the Agreement may be amended by written agreement of the Parties.

The Parties wish to amend the Agreement as set out in this Amending Agreement No. 1.

IN CONSIDERATION of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1.0 General Terms

1.1 Any capitalized terms used in this Amending Agreement No. 1 shall have the meanings ascribed to them in the Agreement.

1.2 Except for the amendments provided for in this Amending Agreement No. 1, all provisions in the Agreement shall remain in full force and effect.

1.3 This Amending Agreement No. 1 may:

(a) be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

(b) be executed and delivered

(i) by scanning the manually signed Agreement as a PDF and delivering it by email to the other Parties; or

(ii) electronically to the other Parties, subject to the Province's prior written consent.

The Parties' respective electronic signature is the legal equivalent of a manual signature.

2.0 Amendments to the Agreement

2.1 Section 1.1 (Schedules and Sub-schedules to the Agreement) is hereby deleted and replaced in its entirety with the following:

1.1 Schedules and Sub-schedules to the Agreement. The following schedules and sub-schedules form part of the Agreement:

Schedule "A" - General Terms and Conditions

Schedule "B" - Specific Information

Schedule "C" - Project Description, Budget, Timelines, and Standards

Sub-schedule "C.1" - Project Description, Budget, and Timelines

Schedule "D" - Reports

Sub-schedule "D.1" - Project Tier Classification and Other Information

Schedule "E" - Eligible Expenditures and Ineligible Expenditures

Schedule "F" - Evaluation

Schedule "G" - Communications Protocol

Schedule "H" - Disposal of Assets

Schedule "I" - Aboriginal Consultation Protocol

Schedule "J" - Requests for Payment and Payment Procedures

Sub-schedule "J.1" - Form of Certificate from Recipient
Sub-schedule "J.2" - Form of Declaration of Project Substantial Completion
Sub-schedule "J.3" - Form of Certificate from an Independent Engineer for Project Substantial Completion
Sub-schedule "J.4" - Form of Certificate from an Independent Engineer to Certify Progress
Sub-schedule "J.5" - Form of Certificate from an Independent Certifier for Project Substantial Completion
Sub-schedule "J.6" - Form of Certificate from an Independent Certifier to Certify Progress
Schedule "K" - Committee

2.2 Section A.1.2 (Definitions) is hereby amended by deleting the following definition:

"Certificate from a Professional Engineer for Project Substantial Completion" means a Certificate from a Professional Engineer in the form set out in Sub-schedule "J.3" (Form of Certificate from a Professional Engineer for Project Substantial Completion).

2.3 Section A.1.2 (Definitions) is hereby amended by adding the following definitions:

"Certificate from an Independent Certifier for Project Substantial Completion" means a Certificate from an Independent Certifier in the form set out in Sub-schedule "J.5" (Form of Certificate from an Independent Certifier for Project Substantial Completion).

"Certificate from an Independent Certifier to Certify Progress" means a Certificate from an Independent Certifier in the form set out in Sub-schedule "J.6" (Form of Certificate from an Independent Certifier to Certify Progress).

"Certificate from an Independent Engineer for Project Substantial Completion" means a Certificate from an Independent Engineer in the form set out in Sub-schedule "J.3" (Form of Certificate from an Independent Engineer for Project Substantial Completion).

"Independent Certifier" means an appropriately licensed individual in the Province of Ontario, with expertise in inspecting buses, retained and paid by the Recipient in accordance with the terms and conditions of an agreement between the Recipient and the Independent Certifier for the purpose of providing an independent professional certification that the Project has been built as per industry standards.

“Independent Engineer” means a professional engineer, duly licensed in the Province of Ontario, with expertise in inspecting transportation projects of similar size and scope, retained and paid by the Recipient in accordance with the terms and conditions of an agreement between the Recipient and the Independent Engineer for the purpose of providing an independent professional certification that the Project has been constructed as per industry standards.

2.4 Section A.3.2 (Substantial Completion) is hereby amended by deleting “October 31, 2027” and replacing it with “October 31, 2033”.

2.5 Section A.4.6 (Maximum Funds and Recovery of Excesses) is hereby deleted and replaced in its entirety with the following:

A.4.6 Maximum Funds and Recovery of Excesses. The Recipient acknowledges that:

- (a) the Funds available to it pursuant to the Agreement will not exceed the Maximum Funds;
- (b) if Canada’s total contribution from all federal sources in respect of any Project exceeds, in the aggregate, the sum of the amounts set out in column G (Federal Contribution Towards the Total Eligible Expenditures of the Project) and column I (Other Federal Contribution Towards the Total Costs of the Project) of the Budget for that Project, the Province may recover the excess from the Recipient or reduce the contribution under the Agreement by an amount equal to the excess;
- (c) if the Province’s total contribution from all provincial sources in respect of any Project exceeds the amount set out in column J (Provincial Contribution Towards the Total Eligible Expenditures of the Project) of the Budget for that Project, the Province may recover the excess from the Recipient or reduce the contribution under the Agreement by an amount equal to the excess; and
- (d) if the Total Financial Assistance received in respect of any Project exceeds the amount set out in column F (Total Eligible Expenditures of the Project) of the Budget for that Project, the Province may, up to the Maximum Funds, recover the excess from the Recipient or reduce the contribution under the Agreement by an amount equal to the excess.

2.6 Sub-section A.4.9(d) is hereby deleted and replaced in its entirety with the following:

- (d) the engineering and construction work being undertaken in accordance with industry standards.

2.7 Sub-section A.32.1(c) is hereby deleted and replaced in its entirety with the following:

- (c) on or before February 1 in each of the years 2022, 2024 and 2025, unless the Project has reached Substantial Completion before such date, the Recipient having provided the Province with an asset management self-assessment, in the form and at the address provided by the Province.

2.8 Schedule “B” (Specific Information) is hereby deleted and replaced in its entirety with the new Schedule “B” (Specific Information) found at Appendix A to this Amending Agreement No. 1.

2.9 Sub-schedule “C.1” (Project Description, Budget, and Timelines) is hereby deleted and replaced in its entirety with the new Sub-schedule “C.1” (Project Description, Budget, and Timelines) found at Appendix B to this Amending Agreement No. 1.

2.10 Schedule “D” (Reports) is hereby deleted and replaced in its entirety with the new Schedule “D” (Reports) found at Appendix C to this Amending Agreement No. 1.

2.11 Sub-schedule “D.1” (Project Tier Classification and Other Information) is hereby deleted and replaced in its entirety with the new Sub-schedule “D.1” (Project Tier Classification and Other Information) found at Appendix D to this Amending Agreement No. 1.

2.12 Schedule “E” (Eligible Expenditures and Ineligible Expenditures) is hereby deleted and replaced in its entirety with the new Schedule “E” (Eligible Expenditures and Ineligible Expenditures) found at Appendix E to this Amending Agreement No. 1.

2.13 Section F.1.1 is hereby deleted and replaced in its entirety with the following:

F.1.1 **Recipient’s Participation in Projects and ICIP Evaluations.** The Recipient understands that the Province or Canada, or both, may ask the Recipient to participate in one or more evaluation in respect of any Project, the Projects or the ICIP during and for a period of up to six years after March 31, 2034. The Recipient agrees, if asked and at its own expense, to provide Project-related information to the Province or Canada, or both, for any evaluation.

2.14 Section G.8.4 is hereby deleted and replaced in its entirety with the following:

G.8.4 **Notice of Sign Installation.** The Recipient will inform the Province of sign installations, including providing the Province with

photographs of the sign, once the sign has been installed, unless otherwise agreed to by the Province.

2.15 Sub-section J.3.1(c)(ii) is hereby deleted and replaced in its entirety with the following:

- (ii) if, based on the Province's assessment, a Recipient's Project is categorized as a Tier 4 Project, as identified in column C (Project Tier for Reporting Purposes) of Sub-schedule "D.1" (Project Tier Classification and Other Information), a Certificate from an Independent Engineer to Certify Progress or a Certificate from an Independent Certifier to Certify Progress;

2.16 Section J.3.2 (Other Reports and Documents) is hereby added to Schedule "J", as set out below:

J.3.2 Other Reports and Documents. The Recipient will submit the reports and documents provided in Schedule "J" (Requests for Payment and Payment Procedures) or any other reports and documents regarding payment and payment procedures, provided by the Province in the sole discretion of the Province to the Recipient, in accordance with this Agreement.

2.17 In Section J.5.0, all references to "November 1, 2027" are hereby deleted and replaced with "November 1, 2033".

2.18 Sub-schedule "J.1" (Form of Certificate from Recipient) is hereby deleted and replaced in its entirety with the new Sub-schedule "J.1" (Form of Certificate from Recipient) found at Appendix F to this Amending Agreement No. 1.

2.19 Sub-schedule "J.2" (Form of Declaration of Project Substantial Completion) is hereby deleted and replaced in its entirety with the new Sub-schedule "J.2" (Form of Declaration of Project Substantial Completion), found at Appendix G to this Amending Agreement No. 1.

2.20 Sub-schedule "J.3" (Form of Certificate from a Professional Engineer for Project Substantial Completion) is hereby deleted and replaced in its entirety with the new Sub-schedule "J.3" (Form of Certificate from an Independent Engineer for Project Substantial Completion), found at Appendix H to this Amending Agreement No. 1.

2.21 Sub-schedule "J.4" (Form of Certificate from an Independent Engineer to Certify Progress) is hereby deleted and replaced in its entirety with the new Sub-schedule "J.4" (Form of Certificate from an Independent Engineer to Certify Progress), found at Appendix I to this Amending Agreement No. 1.

2.22 Sub-schedule “J.5” (Form of Certificate from an Independent Certifier for Project Substantial Completion) is hereby added to Schedule “J” (Requests for Payment and Payment Procedures), found at Appendix J to this Amending Agreement No. 1.

2.23 Sub-schedule “J.6” (Form of Certificate from an Independent Certifier to Certify Progress) is hereby added to Schedule “J” (Requests for Payment and Payment Procedures), found at Appendix K to this Amending Agreement No. 1.

- SIGNATURE PAGE FOLLOWS -

The Parties have executed this Amending Agreement No. 1 on the dates set out below.

**HIS MAJESTY THE KING IN RIGHT OF THE
PROVINCE OF ONTARIO** as represented by the
Minister of Transportation for the Province of Ontario

Date

Name: Prabmeet Singh Sarkaria
Title: Minister

**THE CORPORATION OF THE MUNICIPALITY OF
WEST ELGIN**

Date

Name: Richard Leatham
Title: Mayor

I have authority to bind the Recipient.

Date

Name: Terri Towstiuć
Title: Clerk

I have authority to bind the Recipient.

**APPENDIX A
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SCHEDULE “B”
SPECIFIC INFORMATION**

| | |
|---|---|
| Maximum Funds* | \$45,187.95 |
| Expiry Date | March 31, 2035 |
| Contact information for the purposes of Notice to the Province | <p>Address: Strategic Investments Office Transit Strategy and Programs Branch Ontario Ministry of Transportation 777 Bay Street, 30th Floor Toronto ON M7A 2J8</p> <p>Phone: 416-721-4594 Email: ICIPTransit@ontario.ca</p> |
| Contact information for the purposes of Notice to the Recipient | <p>Position: CAO/Treasurer Address: 22413 Hoskins Line Rodney ON N0L 2C0</p> <p>Phone: 519-785-0560 ext. 221 Email: mbadura@westelgin.net</p> |
| Authorized Representative of the Province for the purpose of sections C.3.3 (Amending the Agreement for Minor Changes to the Project Description, Budget, and Timelines) and D.7.2 (Amending the Agreement for Minor Changes to the Reporting) | Position: Director, Transit Strategy and Programs Branch; or Director, Transit Capital and Operations Branch |
| Authorized Representative designated by the Recipient for the purpose of sections C.3.3 (Amending the Agreement for Minor Changes to the Project Description, Budget, and | Position: Clerk |

| | |
|---|---|
| Timelines) and D.7.2 (Amending the Agreement for Minor Changes to the Reporting) | |
| Contact Information for the senior financial person in the Recipient organization (e.g., CFO, CAO) - to respond to requests from the Province related to the Agreement | Position: CAO/Treasurer Address: 22413 Hoskins Line Rodney ON N0L 2C0 Phone: 519-785-0560 ext. 221 Email: mbadura@westelgin.net |

***Note:** For greater clarity, neither the Province nor Canada will contribute Funds in respect of any Project that exceed their proportional share of the Eligible Expenditures for that Project, as set out in column H (Federal Funding Rate of the Total Eligible Expenditures of the Project) and column K (Provincial Funding Rate of the Total Eligible Expenditures of the Project) in Sub-schedule "C.1" (Project Description, Budget, and Timelines).

APPENDIX B
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM

SUB-SCHEDULE “C.1”
PROJECT DESCRIPTION, BUDGET, AND TIMELINES

| Project ID | Project Title | Project Description | Federal Approval Date (MM/DD/YYYY) | Total Costs of the Project | Total Eligible Expenditures of the Project | Federal Contribution Towards the Total Eligible Expenditures of the Project | Federal Funding Rate of the Total Eligible Expenditures of the Project | Other Federal Contribution Towards the Total Costs of the Project | Provincial Contribution Towards the Total Eligible Expenditures of the Project | Provincial Funding Rate of the Total Eligible Expenditures of the Project | Recipient Contribution Towards the Total Costs of the Project | Other Contribution Towards the Total Costs of the Project |
|-------------|---|---|------------------------------------|----------------------------|--|---|--|---|--|---|---|---|
| (A) | (B) | (C) | (D) | (E) | (F) | (G) | (H) | (I) | (J) | (K) | (L) | (M) |
| ICIP-WES-01 | Purchase of a Specialized Transit Vehicle | The project consists of the purchase of one specialized Handi-Van bus to replace the existing bus that is nearing the end of its operational economic life. | 01/23/2020 | \$90,000.00 | \$61,623.00 | \$24,649.00 | 40% | \$0.00 | \$20,538.95 | 33.33% | \$44,812.05 | \$0.00 |

APPENDIX C
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM

SCHEDULE “D”
REPORTS

PROGRESS REPORTS

D.1.1 **Progress Reports.** The Recipient will submit Progress Reports to the Province in a format to be provided by the Province and in accordance with the timelines and any other requirements set out in Article D.2.0 (Reporting Requirements) in respect of each Project.

D.1.2 **Description of Progress Report.** The Recipient agrees that each Progress Report will include, without limitation and at the sole discretion of the Province, the following information in respect of the Project to which the Progress Report relates:

- (a) Canada's and the Province's respective forecasted contributions to the Project by Funding Year;
- (b) the Project start date and the Project end date (forecasted and actual where applicable);
- (c) the percentage of the Project that has been completed;
- (d) risks and mitigation strategies;
- (e) confirmation that the Project is on track to achieve expected results or, if the Project is Substantially Completed, confirmation of actual results; and
- (f) confirmation that all required signage for the Project has been installed.

D.2.0 REPORTING REQUIREMENTS

Unless the Province directs or consents otherwise by Notice to the Recipient and at its sole discretion, the reporting requirements for each Project vary depending on the tier classification, as set out in column C (Project Tier for Reporting Purposes) of Sub-schedule “D.1” (Project Tier Classification and Other Information), for the Project.

D.2.1 **Tier 1 Reporting Requirements.** If, based on the Province's assessment, a Recipient's Project is categorized as a Tier 1 Project, as identified in column C

(Project Tier for Reporting Purposes) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the Recipient will submit to the Province:

- (a) up and until the final payment has been made pursuant to section J.8.1 (Final Payment), a Progress Report in each calendar year on or before:
 - (i) March 15th; and
 - (ii) September 15th;
- (b) upon reaching Substantial Completion:
 - (i) a Declaration of Project Substantial Completion;
 - (ii) a final Progress Report; and
 - (iii) a photograph of the Project; and
- (c) within 90 days of submitting the final Progress Report, a summary of any Communications Activities made for the Project.

D.2.2 Tier 2 Reporting Requirements. If, based on the Province’s assessment, a Recipient’s Project is categorized as a Tier 2 Project, as identified in column C (Project Tier for Reporting Purposes) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the Recipient will submit to the Province:

- (a) up and until the final payment has been made pursuant to section J.8.1 (Final Payment), a Progress Report in each calendar year on or before:
 - (i) March 15th;
 - (ii) June 15th;
 - (iii) September 15th; and
 - (iv) December 15th;
- (b) upon reaching Substantial Completion:
 - (i) a Declaration of Project Substantial Completion;
 - (ii) a final Progress Report;
 - (iii) a Certificate from an Independent Engineer for Project Substantial Completion, or for a bus procurement project, subject to prior approval from the Province, a Certificate from an Independent

Certifier for Project Substantial Completion;

- (iv) a copy of the report for a compliance audit carried out in accordance with Article D.8.0 (Compliance Audit(s)); and
 - (v) a photograph of the Project; and
- (c) within 90 days of submitting the final Progress Report:
- (i) a summary of any Communications Activities made for the Project; and
 - (ii) a summary of how the Project aligns with provincial and federal objectives.

D.2.3 Tier 3 Reporting Requirements. If, based on the Province's assessment, a Recipient's Project is categorized as a Tier 3 Project, as identified in column C (Project Tier for Reporting Purposes) of Sub-schedule "D.1" (Project Tier Classification and Other Information), then the Recipient will work with the Province to establish a Committee. Additionally, the Recipient will submit to the Province:

- (a) up and until the final payment had been made pursuant to section J.8.1 (Final Payment) a Progress Report in each calendar year on or before:
 - (i) March 15th;
 - (ii) June 15th;
 - (iii) September 15th; and
 - (iv) December 15th;
- (b) on or before September 15th of each calendar year until the project has reached Substantial Completion, a Certificate from an Independent Engineer to Certify Progress, or for a bus procurement project, subject to prior approval from the Province, a Certificate from an Independent Certifier to Certify Progress;
- (c) a communications plan within 180 days of the Effective Date;
- (d) upon reaching Substantial Completion:
 - (i) a Declaration of Project Substantial Completion;
 - (ii) a final Progress Report;

- (iii) a Certificate from an Independent Engineer for Project Substantial Completion, or for a bus procurement project, subject to prior approval from the Province, a Certificate from an Independent Certifier for Project Substantial Completion; and
- (iv) a photograph of the Project;
- (e) a copy of the reports for the following two compliance audits carried out in accordance with Article D.8.0 (Compliance Audit(s)). The initial compliance audit will be carried out midway through the Project. The final compliance audit will be carried out upon reaching the Project Substantial Completion Date; and
- (f) within 90 days of submitting the final Progress Report:
 - (i) a summary of any Communications Activities made for the Project;
 - (ii) a summary of how the Project aligns with provincial and federal objectives; and
 - (iii) a summary of lessons learned.

D.2.4 Tier 4 Reporting Requirements. If, based on the Province's assessment, a Recipient's Project is categorized as a Tier 4 Project, as identified in column C (Project Tier for Reporting Purposes) of Sub-schedule "D.1" (Project Tier Classification and Other Information), then the Recipient will work with the Province to establish a Committee. Additionally, the Recipient will submit to the Province:

- (a) up and until the final payment has been made pursuant to section J.8.1 (Final Payment):
 - (i) a Progress Report in each calendar year on or before the 15th day of each month;
 - (ii) a communications plan within 180 days of the Effective Date and on or before March 15th in each calendar year thereafter;
- (b) on or before March 15th and September 15th of each calendar year until the project has reached Substantial Completion, a Certificate from an Independent Engineer to Certify Progress, or for a bus procurement project, subject to prior approval from the Province, a Certificate from an Independent Certifier to Certify Progress; and
- (c) upon reaching Substantial Completion:

- (i) a Declaration of Project Substantial Completion;
- (ii) a final Progress Report;
- (iii) a Certificate from an Independent Engineer for Project Substantial Completion, or for a bus procurement project, subject to prior approval from the Province, a Certificate from an Independent Certifier for Project Substantial Completion; and,
- (iv) a photograph of the Project;
- (d) a copy of the reports for the following two compliance audits carried out in accordance with Article D.8.0 (Compliance Audit(s)). The initial compliance audit will be carried out midway through the Project. The final compliance audit will be carried out upon reaching the Project Substantial Completion Date; and
- (e) within 90 days of submitting the final Progress Report:
 - (i) a summary of any required Communications Activities made for the Project;
 - (ii) a summary of how the Project aligns with provincial and federal objectives; and
 - (iii) a summary of lessons learned.

D.3.0 ABORIGINAL CONSULTATION RECORD

D.3.1 Inclusion of Aboriginal Consultation Record. The Recipient will provide an updated Aboriginal Consultation Record, if consultation with any Aboriginal Community is required.

D.4.0 RISK ASSESSMENT

D.4.1 Further Details on Risk Assessment. Upon the Province's written request and within the timelines set out by the Province, the Recipient will provide further details on the risk assessment the Recipient provides in respect of any Progress Report.

D.5.0 CLIMATE LENS ASSESSMENTS

D.5.1 Climate Change Resilience Assessment. If a climate change resilience assessment is identified as “Required” in column F (Climate Change Resilience Assessment) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the Recipient will submit to Canada, through the Province and in a format acceptable to Canada, a climate change resilience assessment prior to submitting a request for payment for the Project. The climate change resilience assessment will be in accordance with:

- (a) the publication titled, *Climate Lens - General Guidance*, provided by Canada at <https://www.infrastructure.gc.ca/pub/other-autre/cl-occ-eng.html>, or at any other location the Province may provide; and
- (b) any additional direction the Province may provide.

D.5.2 Greenhouse Gas Emissions Assessment. If a greenhouse gas emissions assessment is identified as “Required” in column D (Greenhouse Gas Emissions Assessment) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the Recipient will submit to Canada, through the Province and in a format acceptable to Canada, a greenhouse gas emissions assessment prior to submitting a request for payment for the Project. The greenhouse gas emissions assessment will be in accordance with:

- (a) the publication titled, *Climate Lens – General Guidance*, provided by Canada at <https://www.infrastructure.gc.ca/pub/other-autre/cl-occ-eng.html>, or at any other location the Province may provide; and
- (b) any additional direction the Province may provide.

D.6.0 COMMUNITY EMPLOYMENT BENEFITS ASSESSMENTS

D.6.1 Community Employment Benefits Assessments. If community employment benefits assessments are identified as “Required” in column E (Community Employment Benefits Assessments) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the Recipient will complete community employment benefits assessments for the Project, as described in section D.6.2 (Description of the Community Employment Benefits Assessments), to the satisfaction of Canada and the Province.

D.6.2 Description of the Community Employment Benefits Assessments. If community employment benefits assessments are required pursuant to section D.6.1 (Community Employment Benefits Assessments), the Recipient will provide the Province and Canada with such assessments for three or more of the following federal target groups:

- (a) apprentices;
- (b) Indigenous peoples;
- (c) women;
- (d) persons with disabilities;
- (e) veterans;
- (f) youth;
- (g) new Canadians;
- (h) small-medium-sized enterprises; and
- (i) social enterprises.

D.6.3 Reporting on Community Employment Benefits Assessments. The Recipient will submit its community employment benefit assessments to the Province, together with its final Progress Reports, upon reaching Substantial Completion.

D.7.0 CHANGES TO SCHEDULE “D” (REPORTS)

D.7.1 Minor Changes to the Reporting. Subject to section D.7.2 (Amending the Agreement for Minor Changes to the Reporting), the Parties may make changes to this Schedule “D” (Reports) or Sub-schedule “D.1” (Project Tier Classification and Other Information), or both, that, in the opinion of the Province, are minor.

D.7.2 Amending the Agreement for Minor Changes to the Reporting. Any change made pursuant to section D.7.1 (Minor Changes to the Reporting) must be documented through a written agreement duly executed by the respective representatives of the Parties listed in Schedule “B” (Specific Information).

D.8.0 COMPLIANCE AUDIT(S)

D.8.1 Compliance Audit(s). Without limiting the generality of Section A.7.4 (Records Review) and as required under Article D.2.0 (Reporting Requirements), the Recipient will, at its own expense, retain an independent third party auditor to conduct one or more audits to assess the Recipient’s compliance with the terms and conditions of the Agreement as set out below. Each audit will be conducted in accordance with Canadian Generally Accepted Auditing Standards, as

adopted by the Chartered Professional Accountants of Canada, applicable as of the date on which a record is kept or required to be kept under such standards. Each audit will assess and will address, without limitation, the following:

- (a) claims submitted by the Recipient are only in respect of Eligible Expenditures and the sum of those claims does not exceed the total eligible costs incurred and paid by the Recipient for the Project;
- (b) information the Recipient has provided to the Province is complete and accurate and in accordance with the Agreement;
- (c) the Recipient has maintained the level and type of insurance as set-out in the Agreement;
- (d) all Contracts the Recipient has entered comply with the requirements of the Agreement;
- (e) the Recipient has fulfilled its obligations under Article A.28.0 (Environmental Requirements and Assessments), and Article A.29.0 (Aboriginal Consultation);
- (f) the Recipient has disclosed any rebates or funding received for the Project as required under Section A.4.7 and Section A.4.8 of the Agreement;
- (g) the Recipient has fulfilled its requirements to notify the Province of any increase in project costs in accordance with Section A.4.10; and
- (h) prompt and timely corrective action is taken on prior audit findings, if applicable.

APPENDIX D
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP): PUBLIC
TRANSIT STREAM

SUB-SCHEDULE “D.1”
PROJECT TIER CLASSIFICATION AND OTHER INFORMATION

| Project ID | Project Title | Project Tier for Reporting Purposes | Greenhouse Gas Emissions Assessment | Community Employment Benefits Assessments | Climate Change Resilience Assessment | Eligibility of Own-Force Labour Costs | Competitive Acquisition Exemption |
|-------------|---|-------------------------------------|-------------------------------------|---|--------------------------------------|---------------------------------------|-----------------------------------|
| (A) | (B) | (C) | (D) | (E) | (F) | (G) | (H) |
| ICIP-WES-01 | Purchase of a Specialized Transit Vehicle | Tier 1 | Not Applicable | Not Applicable | Not Applicable | Not Applicable | Not Applicable |

Note: Please see Schedule “D” (Reports) for further details on reporting.

APPENDIX E
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM

SCHEDULE “E”
ELIGIBLE EXPENDITURES AND INELIGIBLE EXPENDITURES

E.1.0 ELIGIBLE EXPENDITURES

E.1.1 Scope of Eligible Expenditures. Eligible Expenditures are the direct costs which are, in the opinion of the Province, properly and reasonably incurred and paid by the Recipient in respect of any Project. Eligible Expenditures only include the following costs:

- (a) incurred on or after the Federal Approval Date and paid on or before October 31, 2033:
 - (i) all costs considered by the Parties to be direct and necessary for the successful implementation of the Project which may include, unless excluded under Article E.2.0 (Ineligible Expenditures), capital, construction, design and planning costs; and
 - (ii) the costs related to monitoring project-level community employment benefits.
- (b) the costs related to the completion of the climate lens assessments, incurred at any time and paid on or before October 31, 2033;
- (c) the costs associated with Aboriginal consultation and, where appropriate, accommodation measures, incurred on or after February 15, 2018 and paid on or before October 31, 2033;
- (d) if the Project is identified as “Approved” in column G (Eligibility of Own-Force Labour Costs) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the incremental own-force labour costs for which Canada has provided its prior written consent and have been incurred on or after the date set out in the consent and paid on or before October 31, 2033;
- (e) if the Project is identified as “Approved” in column H (Competitive Acquisition Exemption) of Sub-schedule “D.1” (Project Tier Classification and Other Information), the costs for which Canada has provided its prior written consent and are associated with sole-source contracts, and have

been incurred on or after the date set out in the consent and paid on or before October 31, 2033; and

- (f) any other cost that, in the opinion of the Province, is considered to be necessary for the successful implementation of the Project and has been approved in writing prior to being incurred.

E.2.0 INELIGIBLE EXPENDITURES

E.2.1 Scope of Ineligible Expenditures. Unless a cost is considered an Eligible Expenditure pursuant to section E.1.1 (Scope of Eligible Expenditures), such cost will be considered an Ineligible Expenditure. Without limitation, the indirect costs listed in section E.2.2 (Indirect Costs), the costs listed in section E.2.3 (Costs Over and Above a Project Scope) that are over and above the scope of a Project, and the following costs will be considered Ineligible Expenditures:

- (a) costs incurred prior to the Federal Approval Date of a Project and any and all expenditures related to contracts signed prior to the Federal Approval Date of a Project, except for the costs specified in paragraph E.1.1 (b) and paragraph E.1.1 (c);
- (b) costs incurred or paid, or both after October 31, 2033, unless otherwise approved pursuant to paragraph E.1.1(f);
- (c) costs incurred for a cancelled Project;
- (d) land acquisition costs;
- (e) leasing costs for land, buildings, and other facilities;
- (f) leasing costs for equipment other than equipment directly related to the construction of a Project;
- (g) real estate fees and related costs;
- (h) any overhead costs, including salaries and other employment benefits of any employees of the Recipient, any direct or indirect operating or administrative costs of the Recipient, and more specifically, any costs related to planning, engineering, architecture, supervision, management, and other activities normally carried out by the Recipient's staff, except in accordance with paragraph E.1.1(d);
- (i) financing charges;
- (j) legal fees;

- (k) loan interest payments;
- (l) costs of any goods and services received through donations or in-kind;
- (m) taxes and any other costs for which the Recipient or any Third Party is eligible for a rebate;
- (n) costs associated with operating expenses and regularly scheduled maintenance work, with the exception of essential capital equipment purchased at the onset of the construction/acquisition of the main Asset and approved by Canada;
- (o) costs related to furnishings and non-fixed assets which are not essential for the operation of an Asset or Project;
- (p) costs related to easements (e.g., surveys); and
- (q) any other cost which is not specifically listed as an Eligible Expenditure under Article E.1.0 (Eligible Expenditures) and which, in the opinion of the Province, is considered to be ineligible.

E.2.2 Indirect Costs. Without limitation, the following indirect costs are Ineligible Expenditures:

- (a) costs of developing the business case for the purposes of applying for provincial funding in respect of any Project;
- (b) costs in respect of any Evaluation or any other Project evaluation and audit, unless otherwise approved by the Province in writing;
- (c) costs associated with obtaining any necessary approval, licence or permit where the Recipient is the entity providing the approval, licence or permit;
- (d) costs associated with general planning studies, including the Recipient's Official Plan and Transportation Master Plan;
- (e) carrying costs incurred on the funding share of any funding partner other than the Province;
- (f) costs associated with municipal staff and any Third Party travel;
- (g) litigation costs including, without limitation, any award or settlement costs in respect of damages and related interest, and disbursements; and
- (h) Recipient's upgrades not expressly approved by the Province.

E.2.3 Costs Over and Above a Project Scope. Activities undertaken in respect of any Project that are over and above the scope of the Project are considered Ineligible Expenditures. These costs include, but are not limited to:

- (a) the costs to upgrade municipal services and utilities that are over and above those for the relocation and replacement of municipal services and utilities that are solely required for the Project;
- (b) the costs for upgrades to materials and design beyond existing municipal standards; and
- (c) the costs for corridor and urban design enhancements over and above those that are described in the Project description.

APPENDIX F
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM

SUB-SCHEDULE “J.1”
FORM OF CERTIFICATE FROM RECIPIENT

CERTIFICATE FROM RECIPIENT
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT

TO: [insert the information the Province will provide to the Recipient after the Effective Date by Notice]

FROM: [insert address of the Recipient’s authorized representative]
Attention: [insert the name and title of the Recipient’s authorized representative]
Email: [insert email address of the Recipient’s authorized representative]
Telephone No.: [insert telephone number of the Recipient’s authorized representative]

RE: Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, represented by the Minister of Transportation for the Province of Ontario, and the [insert the legal name of the Recipient] (the “Recipient”), on _____, _____ (the “Agreement”).

I, _____ [insert name and title of the Recipient’s authorized representative], having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information, and belief:

1. On and as of the date set out below:
 - (a) all representations and warranties contained in Article A.2.0 (Representations, Warranties, and Covenants) of Schedule “A” (General Terms and Conditions) to the Agreement are true and correct;
 - (b) the Recipient is in compliance with all the terms and conditions of the Agreement, including, without limitations, its obligations under Article A.28.0

(Environmental Requirements and Assessments), and sections A.29.1 (Aboriginal Consultation Protocol), A.32.1 (Special Conditions), and C.2.1 (Canada's Requirements for Standards), and no Event of Default, as defined in the Agreement, is currently occurring;

- (c) if the Recipient has incurred a cost overrun in respect of any Project, it has funded the cost, is not asking for funds from the Province, and has sufficient funds to complete the Project in compliance with the Agreement; and
 - (d) the Recipient has complied with all applicable provision of the *Construction Lien Act* (Ontario) and the *Construction Act* (Ontario) and is not aware of any claims for lien under that Act.
2. The information in respect of the Project **[insert the Project unique ID and title]** that is contained in the attached Request for Payment Form and Progress Report is true and correct.
 3. Eligible Expenditures in Appendix "A" have been incurred in accordance with the Agreement and have only been expended on the Project as described in Sub-schedule "C.1" (Project Description, Budget, and Timelines) of the Agreement.
 4. The Recipient is in compliance with all of the reporting requirements of the Agreement.

The Recipient hereby requests a payment in the amount of:

\$ _____ on account of the Province's; and

\$ _____ on account of Canada's contribution towards the Eligible Expenditures of the Project **[insert the Project unique ID and title]**.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20_____.

(Signatures)

Name: **[insert/print the name of the Recipient's authorized representative]**
Title: **[insert/print the title of the Recipient's authorized representative]**

Witness Name: **[insert/print the name of the witness]**
Title: **[insert/print the title of the witness]**

I have authority to bind the Recipient.

APPENDIX “A”

| COMPLIANCE REQUIREMENTS BEFORE SUBMITTING A REQUEST FOR PAYMENT TO THE PROVINCE <i>(please respond with “YES”, “NO”, or “N/A”, as appropriate)</i> | |
|--|--|
| The Recipient must pay all payment claims and invoices in full before making a request for payment to the Province. Please indicate whether the Recipient has already paid the claimed amount. | |
| If your Project requires an environmental assessment (EA), pursuant to A.28.1 (Federal Environmental Requirements) of the Agreement, please indicate if the EA has been approved by Canada. If the response is “No”, the recipient is confirming that this claim does not include costs for site preparation, removal of vegetation or construction of the Project. | |
| If your Project has been identified by Canada or the Province as having a legal duty to consult and, where appropriate, to accommodate Aboriginal Communities, please indicate if the requirements under Article A.29.0 (Aboriginal Consultation) have been met for the Project. If the response is “No”, the recipient is confirming that this claim does not include costs for site preparation, removal of vegetation or construction of the Project. | |
| If a climate change resilience assessment is identified as “Required” in column F (Climate Change Resilience Assessment) of Sub-schedule “D.1” (Project Tier Classification and Other Information), please indicate if a climate change resilience assessment has been approved by Canada. | |
| If a greenhouse gas emissions assessment is identified as “Required” in column D (Greenhouse Gas Emissions Assessment) of Sub-schedule “D.1” (Project Tier Classification and Other Information), please indicate if a greenhouse gas emission assessment has been approved by Canada. | |
| If your Project requires the acquisition of a vehicle that is not exempt from the Canadian Content Policy, please provide a declaration form pursuant to the Canadian Content Policy. | |
| If the Recipient does not own the land on which the Project is to be carried out, please indicate if the Recipient has entered into legally binding agreements with all owners of such land as required under Section A.32.1 (Special Conditions) of the Agreement. | |
| If your Project requires the installation of federal and provincial signage, pursuant to G.8.0 (Signage) of the Agreement, please indicate if the Recipient has installed a federal and provincial sign for the Project. | |

| Record of Invoices | | | | | | | | | | |
|-------------------------------|--------------------------|------------------|-------------|-------------------------|------------------------|--------------------------|------------------------------------|----------------------------|----------------------|--------------------|
| Date of Invoice (DD/MM/YY) | Period of Work Performed | | Vendor Name | Date Paid (DD/MM/YY) | Description of Expense | Eligibility per E.1.1 | Amount Paid (\$) | | | |
| | From (DD/MM/YY) | To (DD/MM/YY) | | | | | Invoice Subtotal without HST | Ineligible Expenditures | Invoice Total HST | Recoverable HST |
| | | | | | | | | | | |
| | | | | | | | | | | |
| TOTAL | | | | | | | | | | |

The Recipient hereby requests a payment in the amount of:

\$ _____ on account of Canada's and the Province's contribution toward the Eligible Expenditures of the Project
[Insert the Project unique ID and title].

Declared at **[Insert Municipality]**, in the Province of Ontario, on **[Insert Date]**. By signing below, I hereby certify that to the best of my knowledge, information and belief, the information that is contained in this form, including the Record of Invoices and compliance requirements table above, is true and accurate. I confirm that all funds received will only and entirely be used for Eligible Expenditures.

(Signatures):

 Name: **[insert/print the name of the Recipient's authorized representative]**

[insert/print the title of the Recipient's authorized representative]
 Title: _____

 Witness Name: **[insert/print the name of the witness]**

Title: **[Insert/print the title of the witness]**

I have authority to bind the Recipient.

APPENDIX G
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM

SUB-SCHEDULE “J.2”
FORM OF DECLARATION OF PROJECT SUBSTANTIAL COMPLETION

DECLARATION OF PROJECT SUBSTANTIAL COMPLETION
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT

TO: [insert the information the Province will provide to the Recipient after the Effective Date by Notice]

FROM: [insert address of the Recipient’s authorized representative]
Attention: [insert the name and title of the Recipient’s authorized representative]
Email: [insert email address of the Recipient’s authorized representative]
Telephone No.: [insert telephone number of the Recipient’s authorized representative]

RE: Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, as represented by the Minister of Transportation for the Province of Ontario, and the [insert the legal name of the Recipient] (the “Recipient”), on _____, _____ (the “Agreement”).

I, _____ [insert name and title of the Recipient’s authorized representative], having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief:

1. On and as of the date set out below:
 - (a) all representations and warranties contained in Article A.2.0 (Representations, Warranties, and Covenants) of Schedule “A” (General Terms and Conditions) to the Agreement are true and correct;
 - (b) the Recipient is in compliance with all the terms and conditions of the Agreement, including, without limitation, its obligations under Article

A.28.0 (Environmental Requirements and Assessments), and sections A.29.1 (Aboriginal Consultation Protocol), A.32.1 (Special Conditions), and C.2.1 (Canada's Requirements for Standards) to the Agreement, and no Event of Default, as defined in the Agreement, is currently occurring;

- (c) if the Recipient has incurred a cost overrun for the Project, the Recipient has funded the cost, is not asking for funds from the Province, and has sufficient funds to complete the Project in compliance with the Agreement;
 - (d) the Recipient has complied with all applicable provisions of the *Construction Lien Act* (Ontario) and the *Construction Act* (Ontario) and is not aware of any claims for lien under that Act;
 - (e) the work for the Project **[insert the Project unique ID and title]**:
 - (i) has reached Substantial Completion, as defined in the Agreement, on the _____ day of _____ 20____ (the "Project Substantial Completion Date");
 - (ii) was carried out between _____ **[insert the start date]** and the Project Substantial Completion Date;
 - (iii) was supervised and inspected by qualified staff;
 - (iv) conforms with the plans, specifications, and other documentation for the Project;
 - (v) conforms with Schedule "C" (Project Description, Budget, Timelines, and Standards) of the Agreement, except as the Province has otherwise approved in advance and in writing;
 - (vi) conforms with the requirements provided for in paragraph A.4.9(d) of Schedule "A" (General Terms and Conditions) of the Agreement to comply with industry standards; and
 - (vii) conforms with applicable Environmental Laws, as defined in the Agreement, and appropriate mitigation measures have been implemented.
2. The information in respect of the Project **[insert the Project unique ID and title]** that is contained in the final Progress Report is true and correct.
3. The Funds will only and entirely be used for Eligible Expenditures that have been incurred by the Recipient in accordance with the Agreement.

4. The value of completed work on the Project is \$ _____ **[insert the amount in Canadian dollars]**.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20____.

(Signatures)

Name: **[insert/print the name of the Recipient's authorized representative]**

Title: **[insert/print the title of the Recipient's authorized representative]**

Witness Name: **[insert/print the name of the witness]**

Title: **[insert/print the title of the witness]**

I have authority to bind the Recipient.

**APPENDIX H
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SUB-SCHEDULE “J.3”
FORM OF CERTIFICATE FROM AN INDEPENDENT ENGINEER
FOR PROJECT SUBSTANTIAL COMPLETION**

[Note: This form is only for Tiers 2, 3 and 4 Projects. The form may be completed by a professional engineer, rather than an Independent Engineer, for Tier 2 Projects.]

**CERTIFICATE FROM AN INDEPENDENT ENGINEER
FOR PROJECT SUBSTANTIAL COMPLETION
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT**

TO: [insert the information the Province will provide to the Recipient after the Effective Date by Notice]

FROM: [insert the address of the Independent Engineer]

Attention: [insert the name and title of the Independent Engineer]
Email: [insert the email address of the Independent Engineer]
Telephone No.: [insert the telephone number of the Independent Engineer]

RE: Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, as represented by the Minister of Transportation for the Province of Ontario, and the [insert the name of the Recipient] (the “Recipient”), on _____, _____ (the “Agreement”).

I, _____ [insert the name and title of the Independent Engineer], a professional engineer duly licensed in the Province of Ontario, having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief:

On and as of the date set out below, the work for the Project [insert the Project unique ID and title]:

1. has reached Substantial Completion, as defined in the Agreement, on the _____ day of _____ 20____ (the “**Project Substantial Completion Date**”);
2. was carried out between **[insert the start date]** and the Project Substantial Completion Date;
3. was supervised and inspected by qualified staff;
4. conforms with the plans, specifications, and other documentation for the Project;
5. conforms with applicable Environmental Laws, as defined in the Agreement, and appropriate mitigation measures have been implemented, if applicable;
6. conforms with Schedule “C” (Project Description, Budget, Timelines, and Standards) of the Agreement, except as the Province has otherwise approved in advance and in writing; and
7. was undertaken in accordance with industry standards.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20_____.

(Signatures)

Name: **[insert/print the name of the Independent Engineer]**
Title: **[insert/print the title of the Independent Engineer]**

Witness Name: **[insert/print the name of the witness]**
Title: **[insert/print the title of the witness]**

**APPENDIX I
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM**

**SUB-SCHEDULE “J.4”
FORM OF CERTIFICATE FROM AN INDEPENDENT ENGINEER TO CERTIFY
PROGRESS**

[Note: This form is only for Tiers 3 and 4 Projects up to Substantial Completion to certify progress once construction is underway excluding utility relocation and site clearing work.]

**CERTIFICATE FROM AN INDEPENDENT ENGINEER TO CERTIFY PROGRESS
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT**

TO: [insert the information the Province will provide to the Recipient after the Effective Date by Notice]

FROM: [insert the address of the Independent Engineer]
Attention: [insert the name and title of the Independent Engineer]
Email: [insert the email address of the Independent Engineer]
Telephone No.: [insert the telephone number of the Independent Engineer]

RE: Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, as represented by the Minister of Transportation for the Province of Ontario, and the [insert the name of the Recipient] (the “Recipient”), on _____, _____ (the “Agreement”).

I, _____ [insert the name and title of the Independent Engineer], an independent professional engineer duly licensed in the Province of Ontario, having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief:

On and as of the date set out below, the work for the Project is _____ [Insert Project percent complete] percent complete, and the Project:

1. was supervised and inspected by qualified staff;
2. conforms with the plans, specifications and other documentation for the Project;
3. conforms with applicable Environmental Laws, as defined in the Agreement, and appropriate mitigation measures have been implemented;
4. conforms with Schedule "C" (Project Description, Budget, Timelines, and Standards) of the Agreement, except as the Province has otherwise approved in advance and in writing; and
5. was undertaken in accordance with industry standards.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20_____.

(Signatures)

Name: **[insert/print the name of the Independent Engineer]**
Title: **[insert/print the title of the Independent Engineer]**

Witness Name: **[insert/print the name of the witness]**
Title: **[insert/print the title of the witness]**

APPENDIX J
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM

SUB-SCHEDULE “J.5”
FORM OF CERTIFICATE FROM AN INDEPENDENT CERTIFIER
FOR PROJECT SUBSTANTIAL COMPLETION

[Note: This form is only for Tiers 2, 3 and 4 bus procurement projects and must be completed by an Independent Certifier.]

CERTIFICATE FROM AN INDEPENDENT CERTIFIER
FOR PROJECT SUBSTANTIAL COMPLETION
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT

TO: **[insert the information the Province will provide to the Recipient after the Effective Date by Notice]**

FROM: **[insert the address of the Independent Certifier]**
Attention: **[insert the name and title of the Independent Certifier]**
Email: **[insert the email address of the Independent Certifier]**
Telephone No.: **[insert the telephone number of the Independent Certifier]**

RE: **Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]**

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, as represented by the Minister of Transportation for the Province of Ontario, and the **[insert the name of the Recipient]** (the “Recipient”), on _____, _____ (the “Agreement”).

I, _____ **[insert the name and title of the Independent Certifier]**, having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief, on and as of the date set out below:

1. The **[insert number and description of buses]** buses manufactured by **[insert name of bus manufacturer(s)]** (the “Buses”) were inspected by qualified staff on **[insert date(s) of inspection]**; and
2. The Project, which, for greater certainty, includes the Buses:
 - (a) has reached Substantial Completion, as defined in the Agreement, on the _____ day of _____ 20____ (the “**Project Substantial Completion Date**”);
 - (b) was carried out between **[insert the start date]** and the Project Substantial Completion Date;
 - (c) conforms with the plans, specifications, and other documentation for the Project;
 - (d) conforms with all Requirements of Law; and
 - (e) was undertaken in accordance with industry standards.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20_____.

(Signatures)

Name: **[insert/print the name of the Independent Certifier]**

Title: **[insert/print the title of the Independent Certifier]**

Witness Name: **[insert/print the name of the witness]**

Title: **[insert/print the title of the witness]**

APPENDIX K
TO THE AMENDING AGREEMENT NO. 1 TO THE
TRANSFER PAYMENT AGREEMENT FOR THE INVESTING IN CANADA
INFRASTRUCTURE PROGRAM (ICIP): PUBLIC TRANSIT STREAM

SUB-SCHEDULE “J.6”
FORM OF CERTIFICATE FROM AN INDEPENDENT CERTIFIER TO CERTIFY
PROGRESS

[Note: This form is only for Tiers 3 and 4 bus procurement projects once buses have been received by the Recipient up to Substantial Completion]

CERTIFICATE FROM AN INDEPENDENT CERTIFIER TO CERTIFY PROGRESS
INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
PUBLIC TRANSIT STREAM TRANSFER PAYMENT AGREEMENT

TO: **[insert the information the Province will provide to the Recipient after the Effective Date by Notice]**

FROM: **[insert the address of the Independent Certifier]**
Attention: **[insert the name and title of the Independent Certifier]**
Email: **[insert the email address of the Independent Certifier]**
Telephone No.: **[insert the telephone number of the Independent Certifier]**

RE: **Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement - Project [insert the Project unique ID and title]**

In the matter of the Investing in Canada Infrastructure Program (ICIP): Public Transit Stream Transfer Payment Agreement entered into between His Majesty the King in right of Ontario, as represented by the Minister of Transportation for the Province of Ontario, and the **[insert the name of the Recipient]** (the “Recipient”), on _____, _____ (the “Agreement”).

I, _____ **[insert the name and title of the Independent Certifier]**, having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief, on and as of the date set out below:

1. The **[insert number and description of buses]** buses manufactured by **[insert name of bus manufacturer]** (the “Buses”) were inspected by qualified staff on **[insert date(s) of inspection]**; and
2. The Project, which, for greater certainty, includes the Buses:

- (a) conforms with the plans, specifications and other documentation for the Project;
- (b) conforms with all Requirements of Law; and
- (c) was undertaken in accordance with industry standards.

Declared at _____ (municipality), in the Province of Ontario, this _____ day of _____, 20____.

(Signatures)

Name: **[insert/print the name of the Independent Certifier]**
Title: **[insert/print the title of the Independent Certifier]**

Witness Name: **[insert/print the name of the witness]**
Title: **[insert/print the title of the witness]**



MUNICIPALITY OF **West Elgin**

The Corporation of The Municipality of West Elgin

By-Law No. 2024-23

Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on March 14, 2024.

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 Regular meeting of Council held on March 14, 2024, 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 14th day of March 2024.

Taraesa Tellier, Deputy Mayor

Terri Towstiuc, Clerk