



Municipality of West Elgin

Revised Agenda

Council Meeting

Date: May 22, 2025, 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. *Motion to Suspend the Rules*

Pursuant to Section 3.5 of By-law 2024-05 (*Procedural By-law*) "Any part or parts of this by-law may be suspended by a vote with the consent of Council Members present unless the part(s) is prescribed by statute or law."

Recommendation:

That West Elgin Council hereby suspend the rules of By-law 2024-05, Section 4.2.6.3, allowing an amendment to the agenda after the deadline, for the purpose of the addition of an Item of Consideration - Livestream Access for 2025 Budget Deliberations.

3. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for May 22, 2025 as presented.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Public Meeting - Consideration Meeting for the McGill Branches of the McMillan Drain

Recommendation:

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

5.1 Engineers Report, dated April 10, 2025

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Mr. JM Spriet to present Engineers report for the McGill Branches of the McMillan Drain.

Recommendation:

That the Council of the Municipality of West Elgin hereby receives the Engineers report as prepared and presented by Mr. JM Spriet, P. Eng.; and

That Council authorizes staff to initiate the tender process in accordance with the *Drainage Act*, if required, for the construction to the Municipal Drain known as McGill Branches of the McMillan Drain, to be considered by Council following the Court of Revision; and

That the Court of Revision be scheduled for Thursday, June 26, 2025, at 3:45pm; and

That Council consider the provisional By-Law 2025-28, as presented in the By-Law portion of the agenda for a first and second reading.

5.2 Landowner Comment

5.3 Public Comment

5.4 Council Comment

5.5 Adjournment of Public Meeting, Drainage Act

Recommendation:

That West Elgin Council hereby adjourn the Public Meeting, pursuant to the *Drainage Act*.

6. Public Meeting - Zoning Amendments

Recommendation:

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

6.1 D-14 3-2025, Marsh Line

6.1.1 Planners Report, 3-2025, Marsh Line

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Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding Zoning Amendment Application D-14 3-2025 – Recommendation Report (Planning Report 2025-11).

That West Elgin Council approve an amendment of the existing Residential First Density Special Regulation 9 (R1-9) Zone to add semi-detached dwellings and semi-detached dwelling units as an additional permitted use on up to 6 lots within the Creek's Edge subdivision and establish the necessary zoning regulations for semi-detached and semi-detached dwelling units, and

Further that West Elgin Council consider the by-law to amend the Zoning by-law, as presented in the by-law portion of the May 22, 2025, Council Agenda.

6.1.2 Council Comment

6.1.3 Landowner Comment

6.1.4 Public Comment

6.2 D-14 4-2025, 24915 Crinan Line

6.2.1 Planners Report, 4-2025, 24915 Crinan Line

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Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding Zoning Amendment Application D-14 4-2025 – Recommendation Report (Planning Report 2025-10).

That West Elgin Council approve the rezoning of 24915 Crinan Line from General Agricultural (A1) to Agricultural (A2) and Restricted Agricultural (A3), in accordance with the attached draft by-law, and

Further that West Elgin Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the May 22, 2025, Council Agenda.

6.2.2 Council Comment

6.2.3 Landowner Comment

6.2.4 Public Comment

6.3 Adjournment of Public Meeting, Planning Act

Recommendation:

That West Elgin Council hereby adjourn the Public Meeting, pursuant to the *Planning Act*.

7. Adoption of Minutes

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Recommendation:

That West Elgin Council hereby adopt the Minutes of May 8 (Regular Meeting) and May 12, 2025 (Special Meeting) as presented.

8. Business Arising from Minutes

9. Staff Reports

9.1 Corporate Services & Finance

9.1.1 2025 Budget Presentation: Port Glasgow Trailer Park, Water and Wastewater

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Recommendation:

That West Elgin Council hereby receive the 2025 Port Glasgow Trailer Park, Water and Wastewater budgets, for deliberations purposes.

9.1.1.1 Port Glasgow Trailer Park

89

9.1.1.2 Water

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9.1.1.3 Wastewater - Rodney

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9.1.1.4 Wastewater - West Lorne

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10. Committee and Board Reports or Updates

- Economic Development Committee
- Bo Horvat Community Center (Arena) Board
- Recreation Committee
- Four Counties Transit Committee
- Old Town Hall Committee
- Heritage Homes
- Rodney Park
- Other Committees

11. Notice of Motion

11.1 Councillor Denning - Rescind Motion #122 (Relocation of West Lorne Cenotaph)

Motion to be read at Regular Meeting of Council, June 12, 2025.

"I, Councillor Denning, hereby move a motion to rescind Motion #122, which passed on April 10, 2025, which requested staff to provide a report with options to move the West Lorne Cenotaph from the Bo Horvat Community Center to the Rosalie Krebsz Heritage Park."

12. Council Inquires/Announcements

Council opportunity for informal inquiries and/or announcements.

13. Correspondence

Recommendation:

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

13.1	Hydro One, Longwoods to Lakeshore Project - Notice of Preferred Route and Upcoming Open Houses	100
13.2	County of Elgin 2025 Warden's Golf Tournament	102
13.3	Letter dated May 13, 2025 from Hon. Robert J Flack, Minister of Municipal Affairs and Housing Re: Protect Ontario by Building Faster and Smarter Act, 2025 (Bill 17)	103

13.4	Watson & Associates, Preliminary Assessment of Bill 17	107
13.5	Letter dated May 13, 2025 from J.G. (Jon) Dumond, Chief Superintendent, Bureau Commander, Crime Prevention and Community Support Bureau	115
14.	Items Requiring Council Consideration	
14.1	Liquor License Extension - Elgin International Club	116
	Recommendation: That West Elgin Council hereby receive the request received May 20, 2025 from Lori Parker, Past President, Elgin International Club Re: Liquor License 801297; And That Council hereby request staff to write a letter of support for a Liquor License Extension, for the 2025 events indicated by the Elgin International Club.	
14.2	<i>Livestream Option for 2025 Budget Meetings</i>	
	Recommendation: That West Elgin Council hereby authorize the use of Zoom livestream technology for the 2025 Budget Deliberation meetings only.	
15.	By-Laws	
15.1	2025-26, Zoning Amendment D14-3, Marsh Line	118
	Recommendation: That By-law 2025-26, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for VL NS of Marsh Line, be read a first, second and third and final time.	
15.2	2025-27, Zoning Amendment D14-4, 24915 Crinan Line	121
	Recommendation: That By-law 2025-27, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for property at 24915 Crinan Line, be read a first, second and third and final time.	

Recommendation:

That By-law 2025-28, being a By-Law to provide for drainage works on the McGill Branches of the McMillian Drain in the Municipality of West Elgin, be read a first and second time, and provisionally adopted.

16. Upcoming Budget and Special Meetings

- Wednesday, May 28, 2025, 4:00pm - Special Meeting, Budget Deliberations
- Tuesday, June 3, 2025, 4:00pm - Special Meeting, Budget Deliberations
- Thursday, June 5, 2025, 4:00pm - Special Meeting, Councillor Ward 3 Interviews
- Monday, June 9, 2025, 4:00pm - Special Meeting, Budget Deliberations
- Tuesday, June 10, 2025, 4:00pm - Special Meeting, Budget Deliberations (If necessary)
- Thursday, June 12, 2025, 4:00pm - Regular Meeting, Ward 3 Councillor to be appointed

17. Closed Session

Recommendation:

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at _____ pm, to discuss matters pursuant to the *Municipal Act*, Section 239 2(c), being a proposed or pending acquisition or disposition of land by the municipality or local board (O'Malley Road).

18. Report from Closed Session

19. Confirming By-Law

Recommendation:

That By-law 2025-29 being a By-law to confirm the proceeding of the Regular Meeting of Council held on May 22, 2025, be read a first, second and third and final time.

20. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 4:00pm, on Wednesday, May 28, 2025 (Special Meeting - Budget Deliberations) or at the call of the Chair.

**McGILL BRANCHES OF THE
McMILLIAN DRAIN**

Municipality of West Elgin



**SPRIET
ASSOCIATES**
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London, Ontario
April 10, 2025

McGILL BRANCHES OF THE McMILLIAN DRAIN

Municipality of West Elgin

To the Mayor and Council of
the Municipality of West Elgin

Mayor and Council:

We are pleased to present our report on the construction of the McGill Branches of the McMillian Municipal Drain serving parts of Lots 24 and Y, Concession 3 in the Municipality of West Elgin.

AUTHORIZATION

This report was prepared pursuant to Section 4 of the Drainage Act. Instructions were received from your Municipality with respect to a motion of Council. The work was initiated by a petition signed by the owners whose lands contain over 60 percent of the area requiring drainage.

DRAINAGE AREA

The total watershed area as described above contains approximately 29 hectares. The area requiring drainage for the McGill Branches is described as the lands contained within Lots 24 and Y, Concession 3, south-half, owned by B. McGill (Roll No.'s 70-047 and 70-049). The lands are just north of the watershed boundaries of the McGill Drain 2008 and the McAllister Drain.

EXISTING DRAINAGE CONDITIONS

A site meeting held with respect to the project and through later discussions the owners reported the following:

- that the landowner, B. McGill (Roll No.'s 70-047 and 70-049), indicated that his lands are tributary to the McMillian Drain and they require drainage. He stated that the lands are currently draining through a private tile, installed some time ago, that drain to the McMillian Drain. This drain is undersized by today's standards and, as a result, he experiences excess water on his lands
- that the landowner's representative for L. McCallum (Roll No. 70-046) indicated that a portion of their lands would also benefit from surface drainage if a new drain was constructed



EXISTING DRAINAGE CONDITIONS (cont'd)

A field investigation and survey were completed. Upon reviewing our findings we note the following:

- that the lands owned by B. McGill (Roll No.'s 70-047 and 70-049) require drainage as the existing private tile is undersized
- that the existing culvert on the McMillian Drain in the L. McCallum (Roll No. 70-046) lands will require lowering to allow for the proposed drain to be installed with sufficient cover of the drain

Preliminary design, cost estimates, and assessments were prepared and an informal public meeting was held to review the findings and preliminary proposals. Further input and requests were provided by the affected owners at that time and at later dates. Based on the proposed design it was decided to proceed with the petition.

DESIGN CONSIDERATIONS

The Drainage Coefficient method contained in the "DRAINAGE GUIDE FOR ONTARIO", Publication 29 by the Ontario Ministry of Agriculture, Food, and Rural Affairs (OMAFRA) is typically used to design municipal drains. The Drainage Coefficient defines a depth of water that can be removed in a 24-hour period and is expressed in millimetres per 24 hours. The coefficient used to design the Branches with respect to capacity was 50mm per 24 hours.

We would like to point out that there have been no indications of any adverse soil conditions, but this region is known to have stones present. It should be noted that no formal soil investigation has been made, with this information being provided by the owners.

The proposed design and report have been generally completed using the "GUIDE FOR ENGINEERS WORKING UNDER THE DRAINAGE ACT IN ONTARIO" OMAFRA Publication 852.

RECOMMENDATIONS

We are therefore recommending the following:

- that a new drain works, to be referred to as the McGill Drain Branches of the McMillian Drain, be constructed as a closed drain. Branch A will commence at the existing McMillian Drain and run south-easterly through the lands of L. McCallum (Roll No. 70-046), into and through the lands of B. McGill (Roll No. 70-047), to its head just within the lands of B. McGill (Roll No. 70-049), for a total length of 570 lineal meters
- that Branch B will also be constructed as a closed drain, commencing at Branch A, within the lands of L. McCallum (Roll No. 70-046) and run southerly through these lands to just within the lands of B. McGill (Roll No. 70-047), for a total length of 131 lineal meters
- that the McMillian Open Drain be cleaned out downstream, for a distance of 200 meters, to allow for the proposed drain to be constructed with sufficient depth
- that the drain be upsized to a 50mm design coefficient at the request of the landowner B. McGill (Roll No.'s 70-047 and 70-049)
- that catchbasins be installed along the course of the drain to alleviate surface flows



ENVIRONMENTAL CONSIDERATIONS AND MITIGATION MEASURES

There are no significant wetlands or sensitive areas within the affected watershed area or along the route of the drains. The proposed construction of the McGill Branches of the McMillian Drain includes quarry stone outlet protection and surface inlets which greatly help reduce the overland surface flows and any subsequent erosion. A temporary flow check of silt fencing is to be installed in the ditch downstream of the tile outlet for the duration of the construction.

SUMMARY OF PROPOSED WORK

The proposed work consists of approximately 200 lineal meters of open ditch cleanout, reconstruction of a farm culvert; approximately 701 lineal meters of 250mm (10") to 525mm (21") diameter concrete field tile, including related appurtenances.

SCHEDULES

Four schedules are attached hereto and form part of this report, being Schedule 'A' - Allowances, Schedule 'B' - Cost Estimate, Schedule 'C' - Assessment for Construction, and Schedule 'D' - Assessment for Maintenance.

Schedule 'A' - Allowances. In accordance with Sections 29 and 30 of the Drainage Act, allowances are provided for right-of-way and damages to lands and crops along the route of the drain as defined below.

Schedule 'B' - Cost Estimate. This schedule provides for a detailed cost estimate of the proposed work which is in the amount of \$120,000.00. This estimate includes engineering and administrative costs associated with this project.

Schedule 'C' - Assessment for Construction. This schedule outlines the distribution of the total estimated cost of construction over the roads and lands which are involved.

Schedule 'D' - Assessment for Maintenance. In accordance with Section 38 of the Drainage Act, this schedule outlines the distribution of future repair and/or maintenance costs for portions of, or the entire drainage works.

Drawing No. 1, Job No. 224262, and specifications form part of this report. They show and describe in detail the location and extent of the work to be done and the lands which are affected.

ALLOWANCES

DAMAGES: Section 30 of the Drainage Act provides for the compensation to landowners along the drain for damages to lands and crops caused by the construction of the drain.

The amounts granted are based on the following:

- a) for closed drain installed with wheel machine - \$3,613.00/ha.
- b) for open ditch work with excavated material levelled adjacent to drain - \$4,647.00/ha.

This base rate is multiplied by the hectares derived from the working widths shown on the plans and the applicable lengths.



ALLOWANCES (cont'd)

RIGHT-OF-WAY Section 29 of the Drainage Act provides for an allowance to the owners whose land must be used for the construction, repair, or future maintenance of a drainage works.

For tile drains where the owners will be able to continue to use the land, the allowance provides for the right to enter upon such lands, and at various times for the purpose of inspecting such drain, removing obstructions, and making repairs. Also, the allowance provides for the restrictions imposed on those lands to protect the right-of-way from obstruction or derogation. The amounts granted for right-of-way on tile drains is based on a percentage of the value of the land designated for future maintenance. Therefore, the amount granted is based on \$6,670.00/ha. through cropped lands. This value is multiplied by the hectares derived from the width granted for future maintenance and the applicable lengths.

ASSESSMENT DEFINITIONS

In accordance with the Drainage Act, lands that make use of a drainage works are liable for assessment for part of the cost of constructing and maintaining the system. These liabilities are known as benefit, outlet liability and special benefit liability as set out under Sections 22, 23, 24 and 26 of the Act.

BENEFIT as defined in the Drainage Act means the advantages to any lands, roads, buildings or other structures from the construction, improvement, repair, or maintenance of a drainage works such as will result in a higher market value, increased crop production, improved appearance, better control of surface or sub-surface water, or any other advantages relating to the betterment of lands, roads, buildings, or other structures.

OUTLET liability is assessed to lands or roads that may make use of a drainage works as an outlet either directly or indirectly through the medium of any other drainage works or of a swale, ravine, creek, or watercourse.

In addition, a Public Utility or Road Authority shall be assessed for and pay all the increased cost to a drainage works due to the construction and operation of the Public Utility or Road Authority. This may be shown as either benefit or special assessment.

ASSESSMENT

A modified "Todgham Method" was used to calculate the assessments shown on Schedule 'C'- Assessment for Construction. This entailed breaking down the costs of the drain into sections along its route.

The remainder is then separated into Benefit and Outlet costs. The Benefit cost is distributed to those properties receiving benefit as defined under "Assessment Definitions", with such properties usually being located along or close to the route of the drain. The Outlet Costs are distributed to all properties within the watershed area of that section on an adjusted basis. The areas are adjusted for location along that section, and relative run-off rates. Due to their different relative run-off rates forested lands have been assessed for outlet at lower rates than cleared lands.



ASSESSMENT (cont'd)

The actual cost of the work involving this report, with the exception of Special Assessments, is to be assessed on a pro-rata basis against the lands and roads liable for assessment for benefit and outlet as shown in detail below and on Schedule 'C' - Assessment for Construction.

GRANTS

In accordance with the provisions of Section 85 of the Drainage Act, a grant **may** be available for assessments against privately owned parcels of land which are used for agricultural purposes and eligible for the Farm Property Class Tax rate. Section 88 of the Drainage Act directs the Municipality to make application for this grant upon certification of completion of this drain. The Municipality will then deduct the grant from the assessments prior to collecting the final assessments. The increased costs to the drainage works for the 50mm design are directly assessed to the requesting landowner, B. McGill (Roll No.'s 70-047 and 70-049), and are non-grantable.

MAINTENANCE

Upon completion of construction, all owners are hereby made aware of Sections 80 and 82 of the Drainage Act which forbid the obstruction of or damage or injury to a municipal drain.

After completion the McGill Branches of the McMillian Drain shall be maintained by the Municipality of West Elgin at the expense of all upstream lands Schedule 'D' - Assessment for Maintenance and in the same relative proportions until such time as the assessment is changed under the Drainage Act.

Respectfully submitted,

SPRIET ASSOCIATES LONDON LIMITED



JMS:bv

J.M. Spriet, P.Eng.



SPRIET ASSOCIATES
engineers & architects

SCHEDULE 'A' - ALLOWANCES

McGILL BRANCHES OF THE McMILLIAN DRAIN**Municipality of West Elgin**

In accordance with Sections 29 and 30 of the Drainage Act, we determine the allowances payable to owners entitled thereto as follows:

CONCESSION	LOT		ROLL NUMBER (Owner)	Section 29 Right-of-Way	Section 30 Damages	TOTALS
McMILLIAN DRAIN						
3	Pt. 24 &	Y	70-045 (R. & A. Tait)	\$ 100.00	\$ 170.00	\$ 270.00
3	NE $\frac{3}{4}$	Y	70-046 (L. McCallum)	710.00	1,230.00	1,940.00
Total Allowances				\$ 810.00	\$ 1,400.00	\$ 2,210.00

TOTAL ALLOWANCES ON THE McMILLIAN DRAIN **\$ 2,210.00**

McGILL BRANCH A

3	NE $\frac{3}{4}$	Y	70-046 (L. McCallum)	\$ 2,620.00	\$ 2,130.00	\$ 4,750.00
3	SE $\frac{1}{4}$	Y	70-047 (B. McGill)	1,090.00	890.00	1,980.00
3	SW $\frac{1}{4}$ Y & S	Z	70-049 (B. McGill)	90.00	70.00	160.00
Total Allowances				\$ 3,800.00	\$ 3,090.00	\$ 6,890.00

TOTAL ALLOWANCES ON THE McGill BRANCH A **\$ 6,890.00**

McGILL BRANCH B

3	NE $\frac{3}{4}$	Y	70-046 (L. McCallum)	\$ 830.00	\$ 680.00	\$ 1,510.00
3	W $\frac{1}{4}$ Y & S	Y	70-047 (B. McGill)	40.00	30.00	70.00
Total Allowances				\$ 870.00	\$ 710.00	\$ 1,580.00

TOTAL ALLOWANCES ON THE McGill BRANCH B **\$ 1,580.00**

TOTAL ALLOWANCES ON THE McGill BRANCHES OF THE McMILLIAN DRAIN **\$ 10,680.00**

McGILL BRANCHES OF THE McMILLIAN DRAIN**Municipality of West Elgin**

We have made an estimate of the cost of the proposed work which is outlined in detail as follows:

McMILLIAN DRAIN

200 meters of open ditch reconstruction	\$	2,000.00
Levelling of excavated material	\$	900.00
Seeding ditch banks and buffer strips (Approx 1000 sq.m)	\$	500.00
Sta. -0+039 - Sta. -0+053		
Remove, reinstall & extend existing 10m - 1600mm dia.	\$	2,400.00
Supply & delivery of 4m - 1600mm dia, 2.8mm thick, 125mm x 25mm cor.	\$	2,600.00
Installation of pipe including supply and installation of bedding and backfill materials and disposal of any unacceptable materials including couplers	\$	5,900.00
Supply and installation of quarry stone riprap (Approx. 12m³ Q.S. required)	\$	1,900.00
Exposing and locating existing tile drains and utilities	\$	500.00
Contingencies	\$	1,000.00
Allowances under Sections 29 & 30 of the Drainage Act	\$	2,210.00

McGILL BRANCH A

6 meters of 525mm dia., H.D.P.E. plastic sewer pipe including rodent gate, quarry stone rip-rap protection around pipe and end of ditch (Approximately 6m³ quarry stone req'd)		
Supply	\$	900.00
Installation	\$	1,200.00
Installation of the following concrete field tile including supply & installation of geotextile around tile joints (approx. 850m req'd)		
564 meters of 525mm dia. concrete tile	\$	16,400.00
Supply of the above listed tile	\$	28,200.00
Strip, stockpile and relevel topsoil from tile trench and adjacent working area (4m wide) specified on drawings (approx. 570m)	\$	3,400.00
Supply and install two 900mm x 1200mm standard catchbasin including birdcage grates, ditching, any required prefabricated fittings, removal and disposal of ex. catchbasins	\$	5,500.00
Exposing and locating existing tile drains and utilities	\$	1,000.00
Tile connections and contingencies	\$	2,400.00
Allowances under Sections 29 & 30 of the Drainage Act	\$	6,890.00

McGILL BRANCHES OF THE McMILLIAN DRAIN
Municipality of West Elgin
McGILL BRANCH B

Installation of the following concrete field tile including supply & installation of geotextile around tile joints (approx. 200m req'd)	
131 meters of 250mm dia. concrete tile	\$ 3,800.00
Supply of the above listed tile	\$ 2,600.00
Strip, stockpile and relevel topsoil from tile trench and adjacent working area (4m wide) specified on drawings (approx. 131m)	\$ 800.00
Supply and install one 600mm x 600mm standard catchbasin including birdcage grates, ditching and any required prefabricated fittings	\$ 2,500.00
Exposing and locating existing tile drains and utilities	\$ 500.00
Tile connections and contingencies	\$ 500.00
Allowances under Sections 29 & 30 of the Drainage Act	\$ 1,580.00

ADMINISTRATION

Interest and Net Harmonized Sales Tax	\$ 2,700.00
Survey, Plan and Final Report	\$ 13,900.00
Expenses	\$ 950.00
Supervision and Final Inspection	\$ 4,370.00
TOTAL ESTIMATED COST	\$ 120,000.00

SCHEDULE 'C' - ASSESSMENT FOR CONSTRUCTION

McGILL BRANCHES OF THE McMILLIAN DRAIN

Municipality of West Elgin

Job No. 224262

April 10, 2025

* = Non-agricultural

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	BENEFIT	OUTLET	TOTAL
McMILLIAN DRAIN						
3	NE $\frac{3}{4}$ Y	5.80	70-046 (L. McCallum)	\$ 3,490.00	\$ 4,189.00	\$ 7,679.00
3	SE $\frac{1}{4}$ Y	9.30	70-047 (B. McGill)		7,096.00	7,096.00
3	SW $\frac{1}{4}$ Y & S $\frac{1}{2}$ Z	13.40	70-049 (B. McGill)		10,225.00	10,225.00
TOTAL ASSESSMENT ON LANDS				\$ 3,490.00	\$ 21,510.00	\$ 25,000.00
TOTAL ASSESSMENT ON THE McMILLIAN DRAIN						<u>\$ 25,000.00</u>
McGILL BRANCH A						
3	NE $\frac{3}{4}$ Y	5.80	70-046 (L. McCallum)	\$ 24,340.00	\$ 4,615.00	\$ 28,955.00
3	SE $\frac{1}{4}$ Y	9.30	70-047 (B. McGill)	10,570.00	11,659.00	22,229.00
			Non-Grantable	1,540.00	1,700.00	3,240.00
3	SW $\frac{1}{4}$ Y & S $\frac{1}{2}$ Z	13.40	70-049 (B. McGill)	1,840.00	20,476.00	22,316.00
			Non-Grantable	270.00	2,990.00	3,260.00
TOTAL ASSESSMENT ON LANDS				\$ 38,560.00	\$ 41,440.00	\$ 80,000.00
TOTAL ASSESSMENT ON THE McGILL BRANCH A						<u>\$ 80,000.00</u>
McGILL BRANCH B						
3	NE $\frac{3}{4}$ Y	0.50	70-046 (L. McCallum)	\$ 6,160.00	\$ 308.00	\$ 6,468.00
3	SW $\frac{1}{4}$ Y & S $\frac{1}{2}$ Y	3.04	70-047 (B. McGill)	1,340.00	7,192.00	8,532.00
TOTAL ASSESSMENT ON LANDS				\$ 7,500.00	\$ 7,500.00	\$ 15,000.00
TOTAL ASSESSMENT ON THE McGILL BRANCH B						<u>\$ 15,000.00</u>
TOTAL ASSESSMENT ON THE McGILL BRANCHES OF THE McMILLIAN DRAIN						<u>\$ 120,000.00</u>

SCHEDULE 'D' - ASSESSMENT FOR MAINTENANCE

McGILL BRANCHES OF THE McMILLIAN DRAIN**Municipality of West Elgin**

Job No. 224262

April 10, 2025

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	PERCENTAGE OF MAINTENANCE COST
McGILL BRANCH A				
3	NE $\frac{3}{4}$ Y	5.8	70-046 (L. McCallum)	30.4 %
3	SE $\frac{1}{4}$ Y	9.3	70-047 (B. McGill)	30.7
3	SW $\frac{1}{4}$ Y & S $\frac{1}{2}$ Z	13.4	70-049 (B. McGill)	38.9
				=====
TOTAL ASSESSMENT ON LANDS				100.0 %
				=====
TOTAL ASSESSMENT FOR MAINTENANCE OF THE McGill BRANCH A				<u>100.0 %</u>
McGILL BRANCH B				
3	NE $\frac{3}{4}$ Y	0.5	70-046 (L. McCallum)	30.1 %
3	SW $\frac{1}{4}$ Y & S $\frac{1}{2}$ Y	3.0	70-047 (B. McGill)	69.9
				=====
TOTAL ASSESSMENT ON LANDS				100.0 %
				=====
TOTAL ASSESSMENT FOR MAINTENANCE OF THE McGill BRANCH B				<u>100.0 %</u>

SCHEDULE OF NET ASSESSMENT

McGILL BRANCHES OF THE McMILLIAN DRAIN

Municipality of West Elgin

(FOR INFORMATION PURPOSES ONLY)

Job No. 224262

April 10, 2025

* = Non-agricultural

ROLL NUMBER (OWNER)	TOTAL ASSESSMENT	GRANT	ALLOWANCES	APPROX. NET
70-045 (R. & A. Tait)	\$	\$	\$ 270.00	\$ -270.00
70-046 (L. McCallum)	43,102.00	14,367.00	8,200.00	20,535.00
70-047 (B. McGill)	37,857.00	12,619.00	2,050.00	23,188.00
* **Non-Grantable**	3,240.00			3,240.00
70-049 (B. McGill)	32,541.00	10,847.00	160.00	21,534.00
* **Non-Grantable**	3,260.00			3,260.00
TOTALS	\$ 120,000.00	\$ 37,833.00	\$ 10,680.00	\$ 71,487.00



Staff Report

Report To: Council Meeting
From: Robert Brown, Planner
Date: 2025-05-07
Subject: Zoning By-law Amendment Application D-14 3-2025 – Recommendation Report (Planning Report (2025-11))

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding Zoning Amendment Application D-14 3-2025 – Recommendation Report (Planning Report 2025-11).

That West Elgin Council approve an amendment of the existing Residential First Density Special Regulation 9 (R1-9) Zone to add semi-detached dwellings and semi-detached dwelling units as an additional permitted use on up to 6 lots within the Creek's Edge subdivision and establish the necessary zoning regulations for semi-detached and semi-detached dwelling units, and

Further that West Elgin Council consider the by-law to amend the Zoning by-law, as presented in the by-law portion of the May 22, 2025, Council Agenda.

Purpose:

To amend the current zoning on the property to add semi-detached dwellings as a permitted use on lots 1, 27, 28, 36, 46 and 66 to expand the mix of housing types.

Background:

The Municipality of West Elgin has received the above-noted application for lands located on the north side of Marsh Line, west of Graham Road. (Figure One) The subject property is designated Residential by the Official Plan. The current zoning on the property is Residential First Density Special Use Regulation 9, (R1-9) Zone under the West Elgin Comprehensive Zoning By-law.

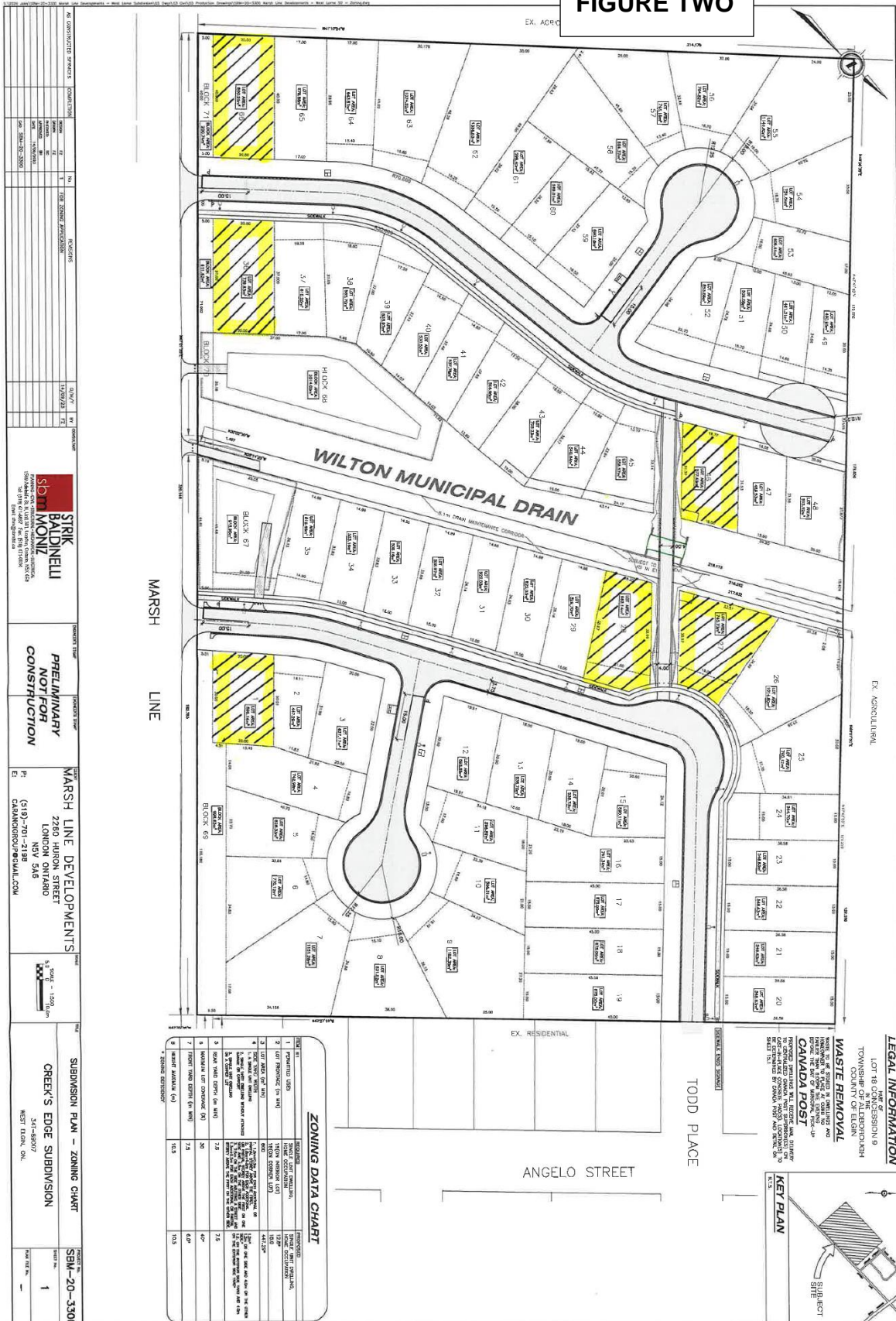
The subject lands (Figure One) at a total of 6.71 ha (16.5 ac.) in area with frontage along Marsh Line. The property is currently vacant and split by an open municipal drain. An amended draft plan of subdivision was approved for the development of 66 residential building lots by the County in 2023. That same year the zoning on the property was amended to its current classification which permits single detached dwellings only. Since the development contains a number of larger lots the developer is proposing to amend the zoning to include semi-detached dwellings as a possible option on six of the lots. (Figure Two) This would increase the overall unit count from 66 to 72.

Below is background information from the application, in a summary chart:

Owner:	Marsh Line Development
Applicant/Agent:	SBM (Sandra Congdon)
Legal Description:	Part of Lot 18, Concession 9
Civic Address:	Marsh Line
Entrance Access:	New streets to be constructed
Water Supply:	Proposed: Municipal water service
Sewage Disposal:	Proposed: Municipal sanitary service
Storm water:	New comprehensive system required
Lot Area:	6.71 hectares (16.5 acres)
Use of Lands:	Existing: Vacant Proposed: single detached residential/limited semi-detached



FIGURE TWO



Financial Implications:

Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended from time to time. Development of the property overall will result in a significant increase in assessment value at full build out.

Policies/Legislation:

Planning authorities must have regard to matters of Provincial interest, the criteria of the *Planning Act*, be consistent with the Provincial Planning Statement (PPS) and do not conflict with Provincial Plans. Within the Municipality of West Elgin, they must also make decisions that conform to the County of Elgin Official Plan (CEOP) and Municipality of West Elgin Official Plan (OP) and make decisions that represent good land use planning.

PPS (2024):

The subject lands are within the settlement area of West Lorne. Section 2.2 Housing notes the following:

1. Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the regional market area by:
 - a) establishing and implementing minimum targets for the provision of housing that is affordable to low- and moderate-income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs;
 - b) permitting and facilitating:
 1. all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and
 2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;
 - c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and

Comment: Most new subdivision development within settlement areas is a mix of housing types that often include singles, semis, and townhouses. This helps to provide a variety of housing types and increases density on serviced lands from the very beginning so that there

are fewer issues created by intensification projects which can raise issues in mature subdivisions.

CEOP:

The subject lands are within the Tier One settlement area designation on Schedule 'A' Land Use in the CEOP. The property would be considered a residential area with the settlement area and subject to the policies of Section C1.1.1 Residential Area.

It is the objective of this Plan to:

- a) maintain and *enhance* the character and identity of existing residential areas;

Comment: The proposed development will be a continuation of single detached residential housing consistent with the land to the east. The requested amendment will help to expand the mix of housing within the subdivision by adding semi-detached within the development but not in a location that will impact on established single detached residents.

- b) encourage the provision of a range of housing types to accommodate persons with diverse social and economic backgrounds, needs and desires while promoting the maintenance and improvement of existing housing;

Comment: Most large-scale new subdivision development looks to incorporate a mix of housing types which help to provide housing options for a range of individuals. Provision of a mix of housing can also assist in providing opportunities for individuals to age in a single community by providing downsizing options.

- c) promote the efficient use of existing and planned *infrastructure* by supporting opportunities for various forms of *residential intensification*, where appropriate;

Comment: Both sanitary service and water service, including capacity, are available along Marsh Line to provide full servicing without extension of municipal infrastructure.

- d) encourage increases in density in new *development* areas to maximize the use of *infrastructure* and minimize the amount of land required for new *development*;

Comment: The existing Todd Lane subdivision area has a density of 8.6 units per ha. The current 66 dwellings would increase the density to 9.8 units per ha or approx. 1.2 additional dwellings per ha or eight homes total. With the additional semi-detached dwellings that density would increase to 10.73 units per ha or 14 dwellings. Overall, this still represents very low-density development within a settlement area.

e) ensure that residential areas permit a variety of complementary and *compatible* land uses including *special needs* housing, community facilities, schools, small-scale commercial uses and recreational open space areas;

Comment: Most of the services needed to support the new development are just north of the development along Graham Road.

f) require a high standard of urban design for *development* and *redevelopment*; and,

Comment: The layout of the subdivision is consistent with current standards. The addition of the semi-detached dwellings helps to increase density and maintain a more compact form.

g) encourage local municipalities to establish comprehensive design guidelines and policies to foster the establishment of communities that are safe, functional and attractive.

Comment: Each subdivision development is reviewed for compatibility with surrounding development and every effort is made to increase the overall positive addition to the area and community as a whole.

West Elgin Official Plan (2024):

The subject lands are designated as Residential, as shown on Land Use Plan Schedule '4B' of the Official Plan. As the lands are within the West Lorne settlement area a full range of residential types is encouraged to provide a mix of available housing types. As such, the requested zoning amendment on the subject lands conforms with the Official Plan.

Municipality of West Elgin Comprehensive Zoning By-law 2015-36 (ZBL):

The subject lands were rezoned in December 2023 to Residential First Density Special Regulation 9 (R1-9) Zone on Schedule C, Map 5 of the Zoning By-law, as depicted in Figure Two. This zoning established the specific requirements for each of the lots, however the permitted use on the lands was limited to single detached dwellings. The developer, prior to moving forward with the development, has requested a further amendment to the zoning to permit the possible development of up to six of the total 66 lots for semi-detached dwellings. In addition to adding semi-detached dwellings as an additional permitted use the amendment establishes the necessary zoning regulations as follows:

Semi-detached dwelling

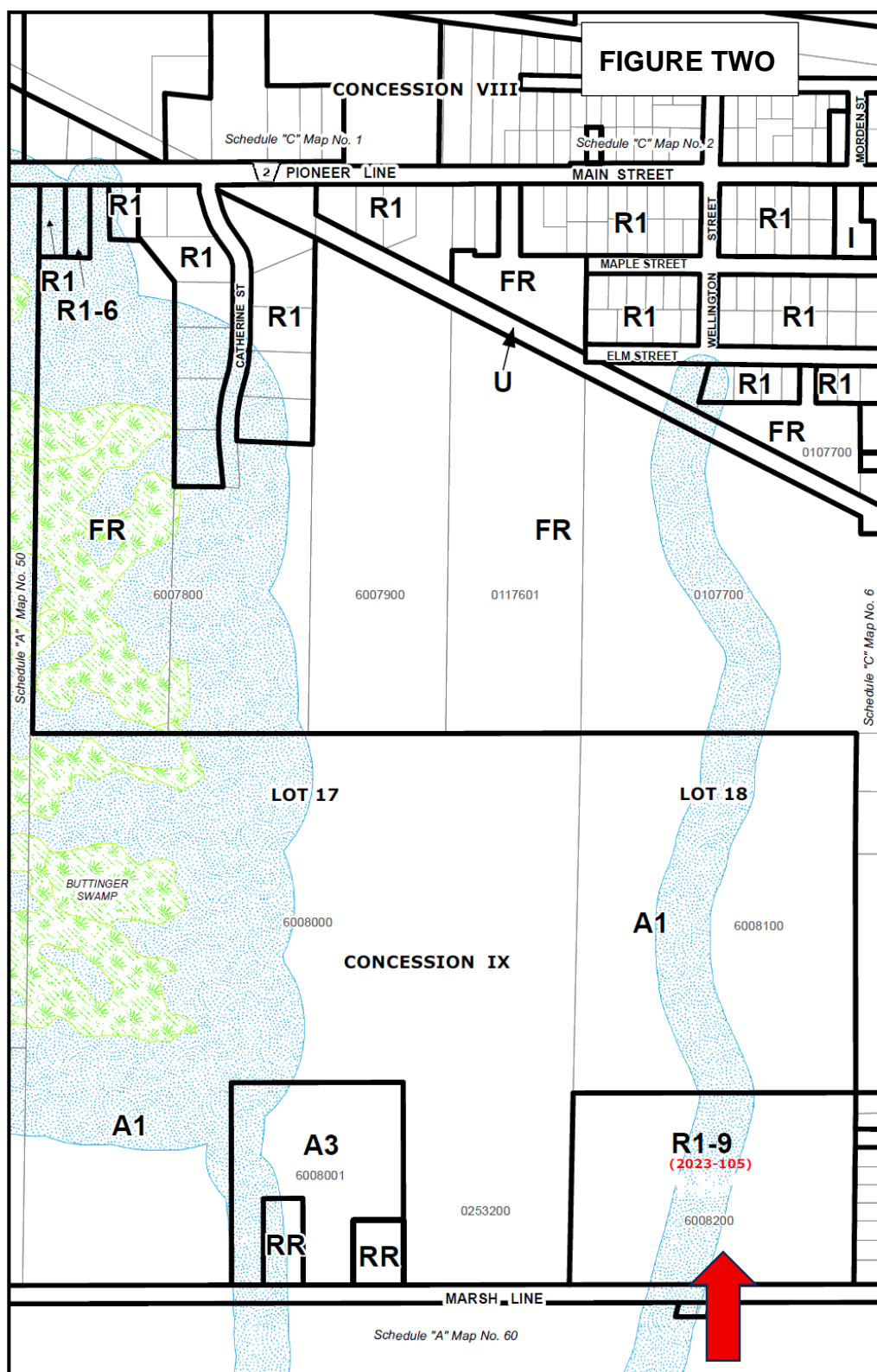
- | | | |
|-----|----------------------|-----------|
| i) | Minimum Lot Area | 570 sq. m |
| ii) | Minimum Lot Frontage | 15 m |

Semi-detached dwelling unit

i)	Minimum Lot Area	285 sq. m
ii)	Minimum Lot Frontage	7.5 m

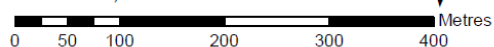
Semi-detached dwelling or dwelling unit

i)	Minimum Front Yard	6 m
ii)	Minimum Exterior Side Yard	3.0 m
iii)	Minimum Interior Side Yard	
	With attached garage	1.2 m & 0 m common wall
iv)	Minimum Rear Yard	7.5 m
v)	Height (max.)	10.5 m
vi)	Maximum Lot Coverage	40%
vii)	Outdoor Amenity	45.0 m ² /unit
viii)	Dwelling Units/Lot	2
ix)	Parking	2 per unit



***Municipality of WEST ELGIN:
WEST LORNE and AREA***

SCALE 1:5,000



Municipality of West Elgin Zoning By-Law

Schedule "C"

Map No. 5

Circulation Of the Application:

The application was circulated to the applicable commenting agencies and neighboring property owners within 120 meters of the subject lands on May 2, 2025, 20 days prior to the public meeting (minimum 20 days required). The notice was posted to the Municipal website and a sign posted on the property.

Municipal Department Comments:

The zoning by-law amendment application was circulated to staff. Technical review was completed and all engineering comments addressed as part of the initial development approval. The applicant was asked to provide an overview and analysis of the impact of the six additional units. No concerns were expressed, and the original servicing design will continue to service the needs of the development. A development agreement was drafted for the initial layout and may require some minor revision. There is no amendment required to the draft plan of subdivision as the lot pattern is not being altered from the original. The six lots used for semi-detached dwellings can be subdivided once dwellings are constructed using the part lot control exemption process which will require application to the County.

Agency Comments:

The zoning by-law amendment application was circulated to the Agencies for comment. No new feedback for the requested zoning has been received. The original comments from the agencies circulated was incorporated into the draft plan approval and pending development agreement.

Public Comments:

At the time of submission of this report no comments have been received from the public.

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, subject to no concerns being raised through any oral and written submissions being received since the writing of this report and at the public meeting.

Once a Council decision is made, notice will be sent to those who have requested a copy and/or attended the public meeting or provided written comments and everyone who was circulated the notice of public meeting.

There will be a 20-day appeal period after the Notice is sent out. Any appeals received by the Municipality of West Elgin will be forwarded to the Ontario Land Tribunal for a hearing, in accordance with the Planning 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 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,



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

Report Approval Details

Document Title:	Zoning By-law Amendment Application D-14 3-2025 - Recommendation Report - 2025-11-Planning.docx
Attachments:	- 2025-26 - ZBLA - D14 3-2025 Creeks Edge.pdf
Final Approval Date:	May 19, 2025

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

Robin Greenall



MUNICIPALITY OF West Elgin

The Corporation of the Municipality of West Elgin

By-Law No. 2025-26

Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for VL NS of Marsh 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 By-law No. 2015-36, as amended, is hereby amended by deleting the words “Section 9” from Section 8.3.10 c) and replacing with “Section 8”.
2. That By-law No. 2015-36, as amended, is hereby further amended by adding the following after Section 8.3.10 c) Special Regulation 9

“8.3.10 d) Additional Permitted Uses

semi-detached dwelling
semi-detached dwelling unit

- e) Notwithstanding 8.3.10 b) a semi-detached dwelling or semi-detached dwelling unit is only permitted on Lots 1, 27, 28, 36, 46 and 66 or as highlighted and hatched on Appendix A attached to the amending by-law.

- f) Notwithstanding any other provisions of Section 8 of the By-law to the contrary for the lands zoned R1-9 the following additional Zone Standards apply:

Semi-detached dwelling

- | | | |
|-----|----------------------|-----------|
| i) | Minimum Lot Area | 570 sq. m |
| ii) | Minimum Lot Frontage | 15 m |

Semi-detached dwelling unit

- | | | |
|-----|----------------------|-----------|
| i) | Minimum Lot Area | 285 sq. m |
| ii) | Minimum Lot Frontage | 7.5 m |

Semi-detached dwelling or dwelling unit

- | | | |
|------|--|-------------------------------|
| i) | Minimum Front Yard | 6 m |
| ii) | Minimum Exterior Side Yard | 3.0 m |
| iii) | Minimum Interior Side Yard
with attached garage | 1.2 m &
0 m common
wall |

iv)	Minimum Rear Yard	7.5 m
v)	Height (max.)	10.5 m
vi)	Maximum Lot Coverage	40%
vii)	Outdoor Amenity	45.0 m²/unit
viii)	Dwelling Units/Lot	2
ix)	Parking	2 per unit

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 22nd day of May 2025.

Richard Leatham

Mayor

Terri Towstiuc

Clerk



Staff Report

Report To: Council Meeting
From: Robert Brown, Planner
Date: 2025-05-22
Subject: Zoning By-law Amendment Application – D-14 4-2025 – Recommendation Report (Planning Report 2025-10)

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding Zoning Amendment Application D-14 4-2025 – Recommendation Report (Planning Report 2025-10).

That West Elgin Council approve the rezoning of 24915 Crinan Line from General Agricultural (A1) to Agricultural (A2) and Restricted Agricultural (A3), in accordance with the attached draft by-law, and

Further that West Elgin Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the May 22, 2025, Council Agenda.

Purpose:

The purpose of the Zoning By-law Amendment is to consider a condition of Consent Application E15-25 approved by the Elgin County Land Division Committee at the March 26, 2025 meeting, by rezoning the retained farmland parcel from General Agricultural (A1) Zone to Agricultural (A2) Zone, in order to prohibit any future dwellings, and by rezoning the severed surplus farm dwelling parcel from General Agricultural (A1) Zone to Restricted Agricultural (A3) Zone, in order to recognize the new surplus farm dwelling lot being created.

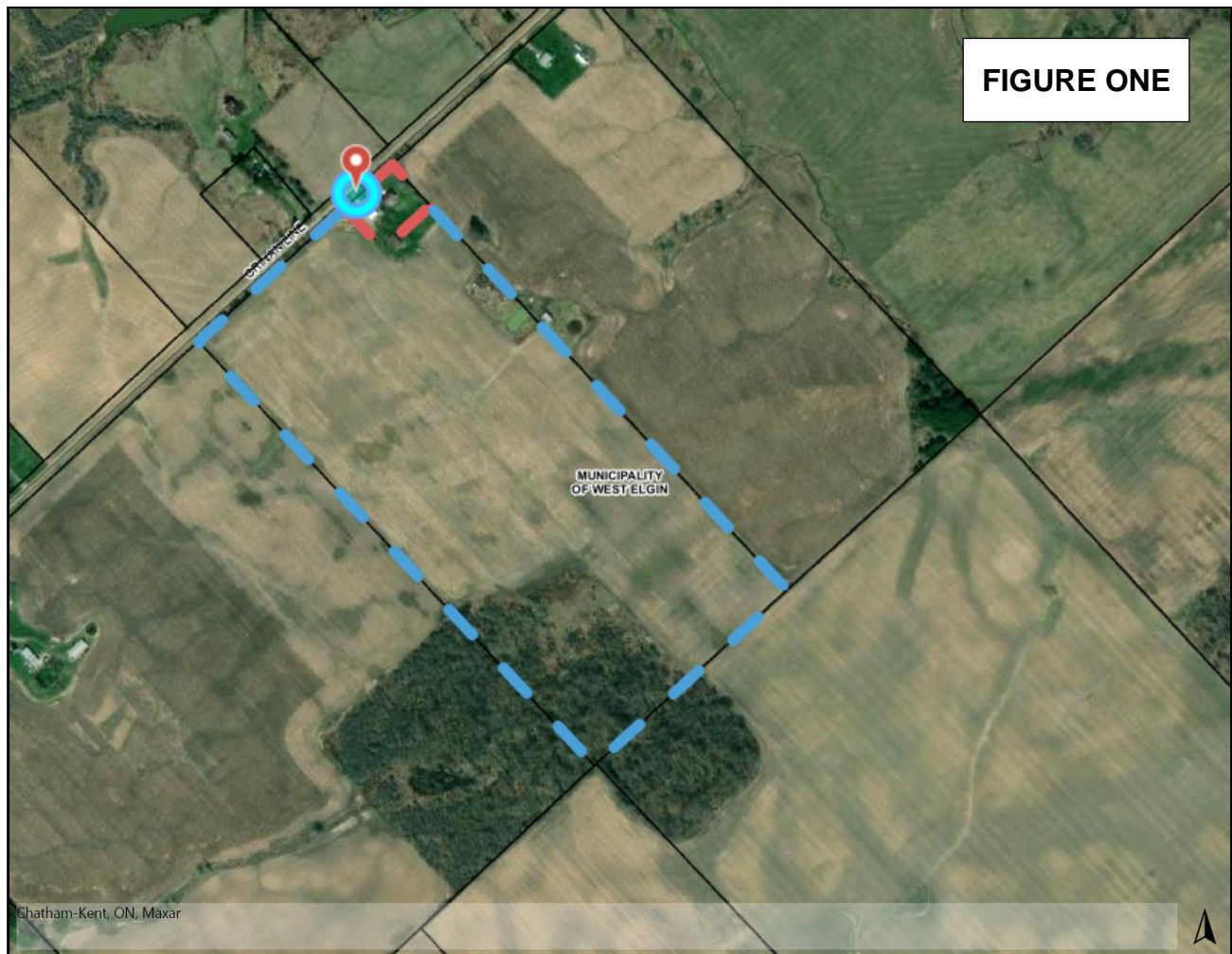
Background:

Below is background information, in a summary chart:

Application	D 14 4-2025 (condition of E15-25)
Owner/Applicant	1000101474 Ontario Inc. & McCallum Farms & Sales Ltd.
Legal Description	Part Lot of 20, Concession 2 ED
Civic Address	24915 Crinan Line
Services	Municipal water & private on-site septic system

Severed Parcel	0.48 ha (1.18 ac.) (Figure Two)
Retained Farm Parcel	19.8 ha (48.96 ac.)

Figure One below depicts the subject lands:



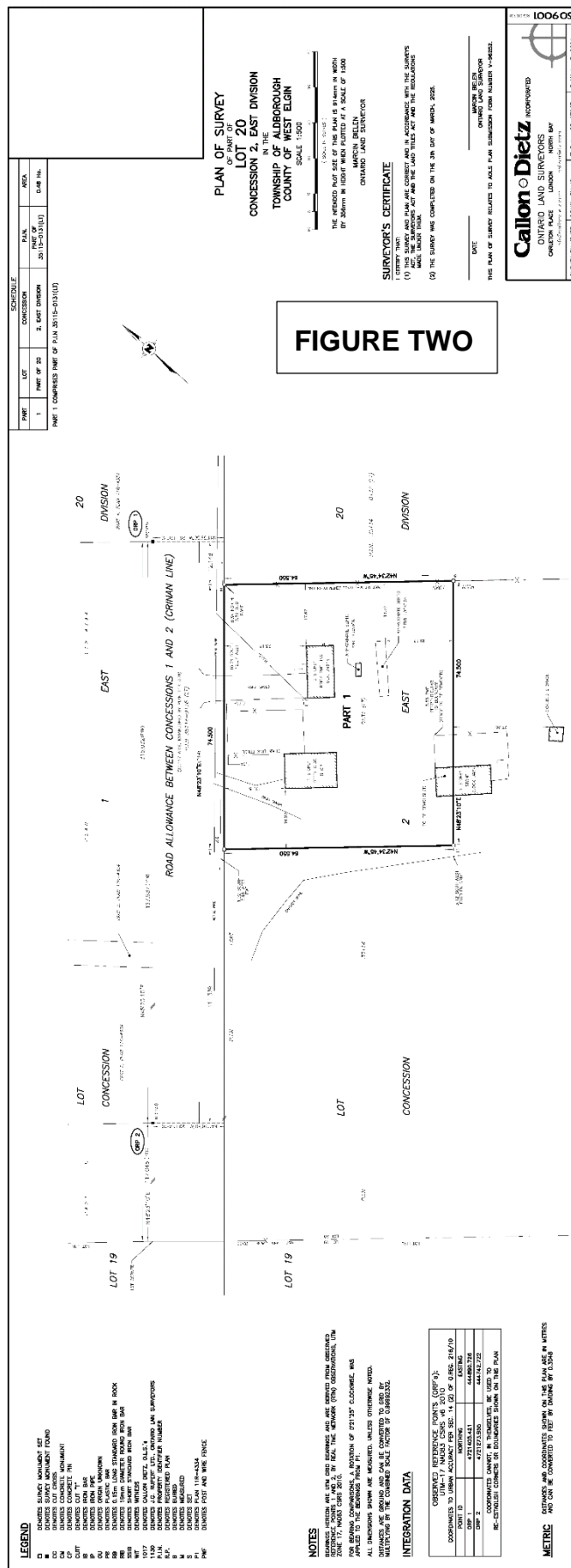
The surrounding land uses are as follows:

- Agricultural on all sides.

Planning Report 2025-06 went before Council on March 13, 2025, to authorize comments to the County of Elgin on the consent application, E15-25 and provided planning analysis for the proposed surplus farm dwelling lot creation in relation to the applicable policies.

Financial Implications:

Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended from time to time. The provisionally approved severance may result in a minimal increase in assessment.



Policies/Legislation:

Planning authorities must have regard to matters of Provincial interest, the criteria of the *Planning Act*, be consistent with the Provincial Policy Statement (PPS) and does not conflict with Provincial Plans. Within the Municipality of West Elgin, they must also make decisions that conform to the County of Elgin Official Plan (CEOP) and Municipality of West Elgin Official Plan (OP) and make decisions that represent good land use planning.

PPS (2024):

The subject lands are within the Agricultural area (Section 4.3). The proposed retained parcel would be rezoned to prohibit a dwelling through the zoning bylaw amendment, in accordance with Section 4.3.3.1(c) of the PPS. The proposed new land uses comply with the minimum distance separation formulae, in accordance with Section 4.3.2.3 of the PPS.

This proposed Zoning By-law Amendment is consistent with the PPS.

CEOP:

The subject lands are designated Agricultural Area on Schedule 'A' Land Use in the CEOP. Section E1.2.3.4 b) of the CEOP permits the creation of new lots provided the local Official Plan supports their creation and if the lot is to be created to accommodate a habitable residence that has become surplus to a farming operation as a result of a farm consolidation provided that the development of a new residential use is prohibited on any retained parcel of farmland created by the consent to sever.

Therefore, this proposed Zoning By-law Amendment conforms to the CEOP.

West Elgin Official Plan (2024):

The subject lands are designated as Agricultural, as shown on General Land Use, Schedule '4' of the Official Plan. The agricultural land use policies, under Section 7.1.6 of the OP, permit a single detached dwelling accessory to agriculture use and existing single detached non-farm dwellings.

Section 7.1.7.2 policies of the OP, state that, the creation of a lot for the purposes of disposing of a dwelling considered surplus as a result of farm consolidation, being the acquisition of additional farm parcels to be operated as one farm operation, shall be considered in accordance with the following:

- a) the dwelling considered surplus has been in existence for at least 10 years;

Comment: The dwelling on the proposed lot was constructed more than 10 years ago.

- b) the dwelling is structurally sound and suitable, or potentially made suitable, for human occupancy;

Comment: The dwelling is in good repair and is currently being lived in.

- c) no new dwelling or additional dwelling unit is permitted in the future on the remnant parcel which shall be ensured through an amendment to the Zoning By-law;

Comment: The purpose of the proposed amendment is to prohibit future dwellings on the retained farm parcel.

- d) compliance with MDS I with respect to any livestock building, structure or manure storage facility on the remnant parcel;

Comment: There are no significant livestock facilities within close proximity to the proposed dwelling lot.

- e) the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services, and minimize the loss of productive farmland, and

Comment: The proposed lot is a sustainable size, does not include any actively farmed land and is consistent with other rural residential lots in the area.

- f) deteriorated, derelict, abandoned farm buildings (including farm buildings and structures with limited future use potential) are demolished and the lands rehabilitated.

Comment: There is one older barn that is located across the proposed rear lot line that will need to be removed. This was included as a condition of the consent approval.

Therefore, this proposal conforms to the OP.

Municipality of West Elgin Comprehensive Zoning By-law 2015-36 (ZBL):

The subject lands are zoned General Agricultural (A1) on Schedule A, Map 31 of the ZBL, as depicted in Figure Two below.

The severed parcel will need to be rezoned to implement the proposed lot creation, by rezoning it to the Restricted Agricultural (A3) Zone, as a condition of approval. The Restricted Agricultural (A3) Zone has a minimum lot area of 4,000 sq. m and a minimum lot frontage of 30 m respectively.

The proposed retained farm parcel would need to be rezoned to the Agricultural (A2) Zone, in order to prohibit any future dwellings. A draft of the zoning by-law amendment to be considered is appended to this report for reference purposes.

Therefore, the proposal for the surplus farm dwelling lot creation would be in compliance with the Zoning By-law, subject to the requested Zoning By-law Amendment.

Circulation Of the Application:

The application was circulated to the applicable commenting agencies and neighboring property owners within 120 meters of the subject lands on May 2, 2025, a minimum of 20 days prior to the public meeting as required by the Planning Act. In addition, the notice is posted on the Municipality website and a sign posted on the property.

Municipal Department Comments:

The zoning by-law amendment application was circulated to municipal staff for comment. Similar feedback was received in association with the consent application and was incorporated into the consent conditions.

Agency Comments:

The zoning by-law amendment application was circulated to the Agencies for comment. The following comments were received:

Lower Thames Valley Conservation Authority

The lands are not within the LTVCA regulated area. There is no objection to the proposed zoning. No additional comments have been received from other agencies.

Public Comments:

At the time of writing, no comment from the public had 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, subject to no concerns being raised through any oral and written submissions being received since the writing of this report and at the public meeting.

Once a Council decision is made, Notice will be sent to those who have requested a copy and/or attended the public meeting or provided written comments.

There will be a 20-day appeal period after the Notice is sent out. Any appeals received by the Municipality of West Elgin will be forwarded to the Ontario Land Tribunal (OLT) for a hearing, in accordance with the Planning 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 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,



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

Report Approval Details

Document Title:	Zoning By-law Amendment Application D-14 4-2025 - Recommendation Report - 2025-10-Planning.docx
Attachments:	- 2025-027 - ZBLA - D14 4-2025 McCallum.pdf
Final Approval Date:	May 19, 2025

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

Robin Greenall



MUNICIPALITY OF **West Elgin**

The Corporation of the Municipality of West Elgin

By-Law No. 2025-27

Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for property at 24915 Crinan 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:

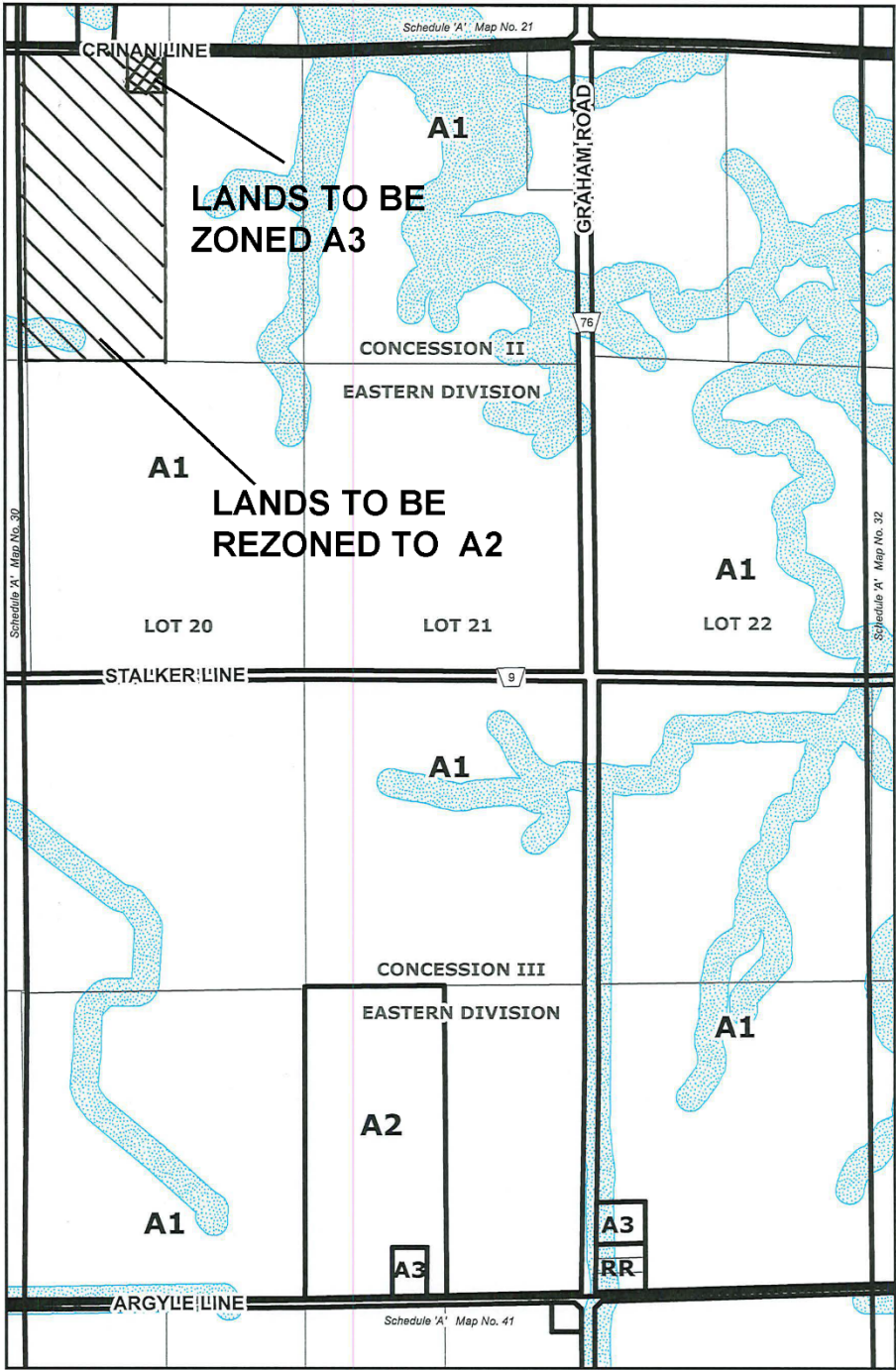
Now Therefore the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. That Schedule "A" Map No. 31 to By-law No. 2015-36, is hereby amended by changing the subject property from **General Agricultural (A1) Zone** to **Agricultural (A2) Zone** for those lands hatched, and from **Agricultural (A1) Zone** to **Restricted Agricultural, (A3) Zone** for those lands cross-hatched on Schedule "A" attached hereto and forming part of this By-law, being Pt. Lot 20, Concession 2 ED, 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 22nd day of May 2025.

Richard Leatham
Mayor

Terri Towstiuć
Clerk

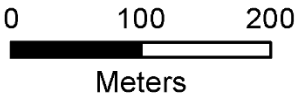


This is Schedule "A" to By-law No. 2025-27
passed on the 22nd day of May, 2025

MAYOR

CLERK

MUNICIPALITY OF WEST ELGIN
Comprehensive Zoning By-Law
2015-36 SCHEDULE 'A' MAP 31





Municipality of West Elgin

Minutes

Council Meeting

May 8, 2025, 4:00 p.m.

Council Chambers

160 Main Street

West Lorne

Present: Mayor Leatham
Deputy Mayor Tellier
Councillor Denning
Councillor Statham

Staff Present: Robert Brown, Planner
Terri Towstiuc, Clerk
Magda Badura, Manager of Corporate Services (Treasurer)
Robin Greenall, Chief Administrative Officer

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

1. Call to Order

Mayor Leatham called the meeting to order at 4:05 pm.

2. Adoption of Agenda

Resolution No. 2025- 142

Moved: Councillor Statham

Seconded: Councillor Denning

That West Elgin Council hereby adopts the Regular Council Agenda for May 8, 2025 as presented.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

No disclosures

4. Public Meeting

Resolution No. 2025- 143

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

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

Carried

4.1 Zoning Amendment

Resolution No. 2025- 144

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding Zoning By-law Amendment Application D-14 2-2025 – Recommendation Report (Planning Report 2025-08)

That West Elgin Council approve the correction of the zoning of the lands at 172 and 174 Jane St. by rezoning the lands from Residential Second Density (R2) to Residential Third Density (R3) Zone, in accordance with the attached draft zoning by-law, and

Further that West Elgin Council consider the by-law to amend the Zoning By-law, as presented in the by-law portion of the May 8, 2025, Council Agenda.

Carried

4.1.1 Council Comment

None.

4.1.2 Public Comment

None.

4.1.3 Landowner Comment

None.

4.2 Adjournment of the Public Meeting

Resolution No. 2025- 145

Moved: Deputy Mayor Tellier
Seconded: Councillor Statham

That West Elgin Council hereby adjourn the Public Meeting pursuant to the *Planning Act*.

Carried

5. Delegations

5.1 Motion to Suspend the Rules (Allow thirty (30) minutes for delegation)

Pursuant to Section 3.5 of By-law 2024-05 (*Procedural By-law*) "Any part or parts of this by-law may be suspended by a vote with the consent of Council Members present unless the part(s) is prescribed by statute or law."

Resolution No. 2025- 146

Moved: Councillor Denning
Seconded: Councillor Statham

That West Elgin Council hereby suspend the rules of By-law 2024-05, Section 6.8, allowing delegation Mat Vaughan, County of Elgin, a maximum of thirty (30) minutes for the purpose of a presentation Re: Elgin County Planning, Shared Services.

Carried

5.2 Mat Vaughan, Director of Planning and Development, County of Elgin Planning, Centralized Planning Services

Mat Vaughan, Director of Planning and Development, County of Elgin Planning Department, provided Council with an update on the proposed centralized planning services. Mr. Vaughan reviewed the efficiencies experienced with the current partnering lower-tier municipalities, and cost restructuring that has occurred since the initial proposal. Cost structure includes time-tracking by the quarter hours, tracking metrics and monthly reports and invoices for budget tracking purposes. There have been lower costs that anticipated from the introduction of pay-per-use services than initially presented.

The process includes pre-consultation processes, which is strongly advised to review any challenges and consistencies across all lower tiers. Due to legislated time-requirements under the *Planning Act*, all

applications will be treated equally, and consultants will be on-call until the need for more planners and a Senior Planner is required.

The future plan is to provide a consistent county-wide Official Plan for all municipal partners, that will include policies and schedules to keep consistencies, however, also introduce individual schedules for uniqueness to each partnering municipality.

A follow-up report from West Elgin's Chief Administrative Officer will be forth coming, with recommended options.

6. Adoption of Minutes

Resolution No. 2025- 147

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

That West Elgin Council hereby adopt the Minutes of April 24, 2025, as presented.

Carried

7. Business Arising from Minutes

None.

8. Staff Reports

8.1 Wastewater (Planning to Present)

8.1.1 Wastewater Treatment Capacity and Growth

Council members had various questions regarding the recent work done at the Rodney Wastewater plant, where we stand for joint funding for capital projects and capacity calculations. Council also addressed concerns that we are putting West Elgin first, if we are moving forward with joint funding applications. CAO Greenall advised that we are planning ahead for long term growth, and that creative solutions will be required due to lack of funding, and most municipalities requiring infrastructure funding.

Resolution No. 2025- 148

Moved: Councillor Denning

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Robert Brown, Planner on the current wastewater treatment capacity and growth in West Elgin, and

That West Elgin Council directs administration to initiate the process to engage a consultant to undertake the necessary modelling to determine future wastewater treatment needs and develop solution options to expand treatment capacity, including shared services with neighbouring municipalities.

Carried

8.2 Building

8.2.1 Monthly Building Report, April 2025

Break from 5:01 to 5:05pm, prior to Item 8.2.1.

Resolution No. 2025- 149

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That West Elgin Council hereby receives the report from Corey Pemberton, Chief Building Official Re: Building Department Summary Report for the month of April 2025.

Carried

8.3 Fire

8.3.1 Monthly Fire Services Report, April 2025

Resolution No. 2025- 150

Moved: Councillor Denning

Seconded: Councillor Statham

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

Carried

8.4 Municipal Drains

8.4.1 Section 78, Request for Major Improvement, Mills Drain

Resolution No. 2025- 151

Moved: Deputy Mayor Tellier
Seconded: Councillor Denning

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

That Council approve the request for the Improvement of the Mills Drain, dated April 23, 2025, submitted by Mike Simon, President, 1000728899 Ont. Inc.; And

That Council hereby approves Spriet and Associates, to proceed with the necessary actions, pursuant to the *Drainage Act*.

Carried

8.5 Community Services & Clerks

8.5.1 Community Grants Update

Resolution No. 2025- 152

Moved: Councillor Statham
Seconded: Councillor Denning

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

That Council hereby provide pre-budget approval for the 2025 community grant requests, as requested.

Carried

8.6 Chief Administrative Officer

8.6.1 OCWA 2025 Capital Spending Request

Resolution No. 2025- 153

Moved: Deputy Mayor Tellier
Seconded: Councillor Denning

That West Elgin Council hereby receives the report from Robin Greenall, CAO; AND

That West Elgin Council approves the capital spending of \$97,000 as requested by the Ontario Clean Water Agency for necessary upgrades to the West Lorne wastewater treatment plant.

Carried

9. Committee and Board Reports or Updates

Councillor Denning advised the hockey and skating season has come to an end, with numbers growing. No major issues to report, other than the Zamboni breakdown which was handled quickly. Councillor Denning thanked both West Lorne Minor Hockey and the Skating Club for a successful season.

Deputy Mayor Tellier advised that Heritage Homes Committee will be looking to recruit new members by the end of 2025, with some anticipated retirements on the horizon.

10. Notice of Motion

None received prior to meeting.

11. Council Inquires/Announcements

None.

12. Correspondence

12.1 County of Elgin, Notice of Decision, E 27-25

12.2 County of Elgin, From the Council Chambers, April 22 2025

12.3 Four Counties Community Villa

Resolution No. 2025- 154

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

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

Carried

13. Items Requiring Council Consideration

13.1 Special Meeting of Council, June 5, 2025

Resolution No. 2025- 155

Moved: Councillor Statham

Seconded: Councillor Denning

That West Elgin Council hereby schedule a Special Meeting of Council on Thursday, June 5, 2025 at 4:00pm, for the purpose of Ward 3 Candidate Interviews; And

That a selection and appointment of Ward 3 Councillor will be made on Thursday, June 12, 2025, at the Regular Meeting of Council.

Carried

14. By-Laws

14.1 2025-22, Dissolution of Ward System of Electoral Representation

Resolution No. 2025- 156

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

That By-law 2025-22, being a By-law to dissolve the 'Ward System of Electoral Representation' for the Corporation of The Municipality of West Elgin, and Institute an 'At-Large System of Electoral Representation' and to Repeal By-law 99-53, be read a first, second and third and final time.

Carried

14.2 2025-23, Zoning Amendment, 172 and 174 Jane Street

Resolution No. 2025- 157

Moved: Councillor Statham

Seconded: Councillor Denning

That By-law 2025-23, being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for property at 172/174 Jane Street, be read a first, second and third and final time.

Carried

15. Closed Session

Resolution No. 2025- 158

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 5:24 pm, to discuss three (3) matters pursuant to the *Municipal Act*, Section 239 (2)

1. (c) a proposed or pending acquisition or disposition of land by the municipality or local board; (Graham Road West Lorne)
2. (b) personal matters about an identifiable individual, including municipal or local board employees; (Chief Building Official (CBO) Contract)

3. (b) personal matters about an identifiable individual, including municipal or local board employees; (Unauthorized use/damage of Municipal Property)

Carried

16. Report from Closed Session

Report from Closed Session at 6:16 pm.

West Elgin Council received three (3) items pursuant to the Municipal Act, Section 239(2). Council provided administrative direction to staff, where necessary, including the following recommendation:

Resolution No. 2025- 159

Moved: Councillor Statham

Seconded: Councillor Denning

That the West Elgin Council receives the Agreement to Purchase and Sale for 294 Graham Street West Lorne from Robin Greenall, CAO; And

That Council directs the Mayor and Clerk to authorize the final agreement.

Carried

17. Confirming By-Law

Resolution No. 2025- 160

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

That By-law 2025-24 being a By-law to confirm the proceeding of the Regular Meeting of Council held on May 8, 2025, be read a first, second and third and final time.

Carried

18. Adjournment

Resolution No. 2025- 161

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

That the Council of the Municipality of West Elgin hereby adjourn at 6:17 to meet again at 4:00pm, on Thursday, May 22, 2025, or at the call of the Chair.

Carried

Richard Leatham, Mayor

Terri Towstiuc, Clerk



Municipality of West Elgin

Minutes

Special Meeting of Council

May 12, 2025, 5:00 p.m.

Council Chambers

160 Main Street

West Lorne

Present: Mayor Leatham
Deputy Mayor Tellier
Councillor Denning
Councillor Statham

Staff Present: Terri Towstiuc, Clerk
Robin Greenall, Chief Administrative Office
Magda Badura, Manager of Corporate Services/Treasurer

1. Call to Order

Mayor Leatham called the Special Meeting of Council to order at 5:00 pm.

2. Adoption of Agenda

SCM 2024- 01

Moved: Councillor Denning

Seconded: Councillor Statham

That West Elgin Council hereby adopts the Special Meeting Agenda of May 12, 2025 as presented.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Closed Session

SCM 2024- 02

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 5:01 pm, to discuss matters pursuant to the *Municipal Act*, Section 239 (2)(k) , being a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (Shared Services).

Carried

5. Report from Closed Session

Report from Closed Session at 6:14 pm.

SCM 2024- 03

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

That West Elgin Council received one (1) item pursuant to Section 239 (2)(k) of the *Municipal Act*, and provided staff with administrative direction.

Carried

6. Confirmatory By-law

SCM 2024- 04

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That By-law 2025-25 being a By-law to confirm the proceeding of the Special Meeting of Council held on May 12, 2025, be read a first, second and third and final time.

Carried

7. Adjournment

SCM 2024- 05

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That the Council of the Municipality of West Elgin hereby adjourn the Special Meeting of Council at 6:15 pm, to meet again at 4:00pm, on Thursday, May 22, 2025, or at the call of the Chair.

Carried

Richard Leatham, Mayor

Terri Towstiuc, Clerk

2025 Draft Budget

Port Glasgow Trailer Park

Water

Wastewater

Port Glasgow Trailer Park

Budget Summary

- A 2% inflationary increase has been applied to both seasonal and transient trailer park revenues. However, there is some uncertainty in projected revenues, as a number of seasonal occupants have opted not to renew their leases for the upcoming season. This is likely due to speculation surrounding the future of the trailer park.
- Operating expenses are approximately 13% higher than the previous year's budget mainly due to wages increases.
- No capital projects are planned or will be undertaken at this time. Staff are awaiting direction from Council regarding the long-term future of the trailer park.
- A business study is underway, and its recommendations will be presented to Council for consideration. Until a formal decision is made, all capital investment in the park has been paused.

	2025 Budget	* Unaudited 2024 Actuals	2023 Actuals
Revenues	\$421,288	\$441,201	\$408,598
Operating Expenses	\$304,438	\$227,978	\$269,788
Capital Expenses	\$0	\$14,102	\$0
Transfer to Reserves	\$116,850	\$199,121	\$174,169
Net Surplus (Deficit)	\$0	\$0	\$0

PGTP Reserve Balance

Reserve Balance

Balance – January 1, 2025	\$ 940,628
Transfer to Reserves	\$ 116,850
Estimated Balance – December 31, 2025	\$ 1,057,478



2025 Water Budget

Financial Planning & Operational Highlights

2025 Water Budget

Budget
Overview

Revenue
Projections

Operating
Expenses

Capital
Projects

Key Drivers
and
Assumptions

Rate Impacts

Next Steps

2025 Water Budget Overview

Balanced 2025 water budget prepared in accordance with municipal financial policy.

Reflects operational needs, infrastructure requirements and customer service expectations.

Emphasis on sustainability, efficiency, and regulatory compliance.

Revenue Projections

- Total Revenue (2025): \$1,533,706

Sources:

- Residential Water Rates
- Non-Residential – Commercial and Industrial
- Flat Charge
- Bulk Water Sales
- Water Connection Fees
- Other (penalties, disconnect/reconnect fees)

Key Assumptions:

- 2% flat fee increase effective July 1, 2025
- 7% rate increase effective July 1, 2025
- To support ongoing infrastructure improvements and capital replacements within the Tri-County system, a new flat fee (\$36 per year) is being proposed.

Operating Expenses

Total Operating Budget: \$ 1,348,713

- Year-over-Year Increase: 2.5% (in line with inflation)

Major Components:

- Contracted Services
- Wages & Benefits
- Equipment Maintenance
- Administrative Cost

Inflationary Pressures:

- Capital replacement
- Water Cost

2025 Capital Projects

\$305,000

2025 Capital Plan:

- Water Line Extension
- AMR Software & Hardware
- Truck Replacement
- Chestnut Watermain (Graham to Ridge)

2025 Rate Impacts

	2025	2024	\$ Increase
Flat Charge	\$ 56.10	\$ 55.00	\$ 1.10
Water Rate per m ³	\$ 2.14	\$ 2.00	\$ 0.14
NEW - Tri County Capital Charge	12.00		

Proposed Water Increases as of July 1, 2025

	2025 Budget	2024 Actual	\$ Increase
Assuming Avg Household Water Use 20m ³ per month	85.68	\$ 80.00	\$ 5.68
	56.10	\$ 55.00	\$ 1.10
NEW - Tri County Capital Charge	12.00	\$ -	\$ 12.00
	\$ 153.78	\$ 135.00	\$ 18.78

Tri-County Water Board Overview

The Tri-County Water Board is composed of **five municipalities** that collectively purchase water through the system.

Under the **2021 Tri-County Master Agreement**, **West Elgin** holds a **43% ownership share** of the system and its allocated capacity. Capital contributions are calculated based on this ownership share.

Tri-County Capital Contribution – West Elgin

2023: Tri-County Water Board approved an additional annual fee of \$150,000 to fund capital replacements.

- Major Project:
 - West Lorne Standpipe Refurbishment
 - Scheduled for 2028 at an estimated cost of \$2.5 million
- Additional Capital Replacements (2025–2030):
 - Total estimated cost at \$3 million
- West Elgin's Share:
 - Annual contribution of \$64,860
 - Payable each year until 2030

Tri-County Capital Replacement

Why Refurbishing the Water Tower?

Refurbishing the water tower is essential to ensure safe drinking water, maintain strong water pressure (especially for fire protection), and extend the life of the structure. This proactive maintenance helps avoid costly emergency repairs and keeps our water system reliable for years to come.



Questions

2025 Wastewater Budget Overview & Objectives

Ensure	Ensure Safe and Reliable Service: Maintain and operate wastewater infrastructure to meet environmental and public health standards.
Sustain	Sustain Financial Stability: Develop a balanced budget that supports operations, capital needs, and long-term asset management.
Support	Support Regulatory Compliance: Fund initiatives that ensure compliance with provincial and federal wastewater treatment regulations.
Plan	Plan for Infrastructure Renewal: Allocate resources for upgrades, equipment replacement, and capacity improvements.
Promote	Promote Rate Stability: Set user rates that reflect true costs while avoiding sudden increases for residents.
Build and Maintain	Build and Maintain Reserves: Ensure adequate reserve contributions for future capital and emergency needs.

Revenue Projections

Rodney Sewer

Total Revenue (2025): \$1,843,236

Sources:

- Sewer Billings – Sewer Rates
- Flat Charge
- Grant Funding – ICIP Green Stream – Intake 1

Key Assumptions:

- 2% flat fee increase effective July 1, 2025
- 2% rate increase effective July 1, 2025

Operating Expenses

Rodney Sewer

Total Operating Budget: \$ 322,843

- Year-over-Year Increase: 2%

Inflationary Pressures:

- Capital replacement
- Equipment and Parts
- Utilities

Capital Project

Rodney Sewer

In preparation for the mechanical replacement of the Rodney Sewage Plant, lagoon dredging began last year.

This year, the project continues with the mechanical replacement phase, estimated at \$2,000,000.

The total project cost is projected at \$4.6 million.

Funding sources include:

- Full utilization of ICIP – Green Stream grant funding by year-end
- OCIF (Ontario Community Infrastructure Fund) grant contributions

Rodney Sewer Reserves - despite grant support, the reserves will be fully depleted by the end of this year.

A funding shortfall of approximately \$500,000 is anticipated and will require financing.

2025 Rate Impacts

	2025	2024	\$ Increase	% Increase
Sewer Rate	\$ 2.97	\$ 2.91	\$ 0.06	2%
Flat Rate	\$ 76.50	\$ 75.00	\$ 1.50	2%

# of Customers	469
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Proposed Wastewater Increases as of July 1, 2025

	2025 Budget	2024 Actual	\$ Increase
Assuming Avg Household Water Use 20m ³ per month	118.73	\$ 116.40	\$ 2.33
	76.50	\$ 75.00	\$ 1.50
	\$ 195.23	\$ 191.40	\$ 3.83

\$ 22.98

2025 Rodney Sewer – Reserves

Reserve Balance	
Balance – January 1, 2025	\$ 406,306
Transfer from Reserves	\$ 406,306
Balance – December 31, 2025	\$ 0

2025 Rodney Sewer

Challenges

- **Rising Costs** - create pressure on the budget.
- **Limited Customer Base** – only 469 customers connected
- **Plant Capacity Constraints** – the sewage plant may approach its capacity limit if development accelerates more rapidly than anticipated, potentially restricting future growth.
- **Depleted Reserves** – current capital plan will exhaust reserves by year-end, limiting flexibility.
- **Grant Dependency** – heavy reliance on OCIF and other grants; future funding is uncertain.
- **Affordability Concerns** – need to balance recovery of rising costs with ratepayer affordability.



Questions

Revenue Projections

West Lorne Sewer

Total Revenue (2025): \$541,605

Sources:

- Sewer Billings – Sewer Rates
- Flat Charge

Key Assumptions:

- 2% flat fee increase effective July 1, 2025
- 2% rate increase effective July 1, 2025

Operating Expenses

West Lorne Sewer

Total Operating Budget: \$ 344,858

- Year-over-Year Increase: 14%

Inflationary Pressures:

- Capital replacement
- Equipment and Parts
- Utilities

Capital Projects

West Lorne Sewer

Sanitary Manhole Repair

Scum Pump Rebuild

HVAC System Upgrade

\$127,000

Pump Station Rebuild

Addition of tie in from filter by-pass to lagoon

2025 Rate Impacts

	2025	2024	\$ Increase	% Increase
Sewer Rate	\$ 2.75	\$ 2.70	\$ 0.05	2%
Flat Rate	\$ 73.44	\$ 72.00	\$ 1.44	2%

# of Customers	599
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Proposed Wastewater Increases as of July 1, 2025

	2025 Budget	2024 Actual	\$ Increase
Assuming Avg Household Water Use 20m ³ per month	110.16	\$ 108.00	\$ 2.16
	73.44	\$ 72.00	\$ 1.44
	\$ 183.60	\$ 180.00	\$ 3.60

Bi-monthly

\$ 21.60

Annually

2025 West Lorne Sewer – Reserves

Reserve Balance	
Balance – January 1, 2025	\$ 511,561
Transfer to Reserves	\$ 69,748
Balance – December 31, 2025	\$ 581,309

2025 West Lorne Sewer

Challenges

- **Rising Costs** - create pressure on the budget.
- **Limited Customer Base** – only 599 customers connected
- **Plant Capacity Constraints** – the sewage plant is operating near its capacity, restricting future growth and development. (Current extra capacity 289 – 44 new connections within 12-18 mos. = 245)
- **Limited transfers to Reserves** – current sewage rates recover only 73% of operating costs; with the shortfall offset by flat rate charge.
- **Grant Dependency** – heavy reliance on grants; future funding is uncertain.
- **Affordability Concerns** – need to balance recovery of rising costs with ratepayer affordability.



Questions

Municipality of West Elgin - Port Glasgow Trailer Park

		Unaudited					
		<u>2025 Budget</u>	<u>2024 Actuals</u>	<u>2024 Budget</u>	<u>2023 Actuals</u>	<u>2023 Budget</u>	
Revenues							
01-7620-6378	FSC - MISCELLANEOUS	- 1,000.00 -	1,110.01 -	1,000.00 -	808.91 -	500.00	
01-7620-6410	PGTP - BOOTH RENTAL	-	-	750.00	-	750.00	
01-7620-6411	PGTP - CAMP FEES SEASONAL	- 367,788.00 -	379,300.00 -	377,679.50 -	355,598.92 -	351,000.00	
01-7620-6412	FSC - CAMP FEES-TRANSIENT	- 50,000.00 -	58,000.76 -	50,000.00 -	48,165.06 -	50,000.00	
01-7620-6413	FSC - LAUNDROMAT	- 2,500.00 -	2,790.00 -	4,000.00 -	4,025.00 -	4,000.00	
Operating Expenses							
01-7620-7300	GARBAGE COLLECTION	8,000.00	6,172.04	3,850.00	2,640.23	15,000.00	
01-7620-7400	WAGES	79,090.82	55,562.44	56,228.00	55,681.66	52,338.22	
01-7620-7401	CPP EXPENSE	3,954.54	3,065.66	3,100.00	3,056.73	2,616.91	
01-7620-7402	EI EXPENSE	1,581.82	1,291.19	1,300.00	1,270.63	1,046.76	
01-7620-7403	EHT EXPENSE	1,581.82	1,083.45	1,200.00	1,085.77	523.38	
01-7620-7404	WSIB	2,570.45	1,805.78	1,800.00	1,726.07	1,570.15	
01-7620-7407	OMERS EXPENSE	-	-	-	-	4,710.44	
01-7620-7415	TRAINING	250.00	499.39	250.00	162.81	250.00	
01-7620-7430	WAGES TRANSFER IN	500.00	396.50	500.00	59.91	500.00	
01-7620-7452	BOOT & CLOTHING ALLOWANCE	500.00	343.49	500.00	-	500.00	
01-7620-7500	HYDRO	60,000.00	49,229.75	65,000.00	63,925.46	62,500.00	
01-7620-7501	GAS	1,500.00	34.70	1,500.00	865.62	700.00	
01-7620-7502	WATER	8,000.00	7,822.71	7,500.00	7,268.06	6,000.00	
01-7620-7503	SEWAGE EXPENSE	10,000.00	3,631.27	10,000.00	4,864.73	10,000.00	
01-7620-7510	INSURANCE	23,808.60	21,932.64	21,560.10	20,187.36	20,109.21	
01-7620-7511	PROPERTY TAXES	5,000.00	4,707.82	4,750.00	4,531.46	4,500.00	
01-7620-7515	Building Repair & Maintenance	10,000.00	4,444.19	15,000.00	5,977.94	15,000.00	
01-7620-7516	JANITORIAL	2,500.00	2,213.84	2,500.00	1,325.35	2,000.00	
01-7620-7520	GROUNDS MAINTENANCE	42,000.00	40,803.43	40,000.00	38,167.85	40,000.00	
01-7620-7529	ADMINISTRATION EXPENSE	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	
01-7620-7601	PHONE & INTERNET	2,000.00	1,837.57	1,500.00	1,314.21	1,000.00	

Municipality of West Elgin - Port Glasgow Trailer Park

		Unaudited				
		2025 Budget	2024 Actuals	2024 Budget	2023 Actuals	2023 Budget
01-7620-7611	EQUIPMENT MAINTENACE	3,000.00	3,165.55	2,500.00	2,762.95	3,000.00
01-7620-7613	EQUIPMENT PURCHASE	2,000.00	1,183.18	2,500.00	886.23	2,500.00
01-7620-7650	OFFICE SUPPLIES	1,000.00	474.09	1,000.00	1,013.16	500.00
01-7620-7651	POSTAGE & COURIER	1,000.00	543.66	1,000.00	346.09	1,000.00
01-7620-7652	ADVERTISING	500.00	-	500.00	1,608.82	500.00
01-7620-7653	Bank Charges	1,600.00	1,600.13	1,750.00	1,662.69	600.00
01-7620-7660	OTHER SUPPLIES	250.00	-	250.00	34.93	250.00
01-7620-7675	Legal Exp - Business Study	20,000.00	1,927.00	10,000.00	-	10,000.00
01-7620-7701	FUEL EXP	2,250.00	2,206.17	2,250.00	2,001.81	2,500.00
01-7620-7900	TRANSFER TO RESERVES	116,849.95	199,121.49	98,641.40	174,169.36	-
01-7620-7901	TRANSFER FROM RESERVES	-	-	-	-	- 280,465.07
Capital						
01-7620-8000	CAPITAL - BINGO HALL REFURBISHMENT	-	14,101.64	15,000.00	-	15,000.00
01-7620-8005	CAPITAL - Stairs	-	-	-	-	400,000.00
01-7620-8006	CAPITAL - New Washroom (Engineering)	-	-	50,000.00	-	-
		\$ (0.00)	\$ 0.00	\$ -	\$ -	\$ -

Reserve Balance

Balance - January 1 2025	\$ 940,627.81
Transfer from Reserves	116,849.95
Estimated Balance - December 31 2025	\$ 1,057,477.76

Municipality of West Elgin - Water

		2025 Budget	2024 Actuals	2024 Budget	2023 Actuals	2023 Budget
Revenue						
01-7310-6111	PENALTY, INTEREST & MISC.	- 19,000.00	- 19,724.88	- 12,000.00	- 12,217.49	- 12,000.00
01-7310-6120	WATER - Change of Occupancy	- 2,000.00	- 1,984.26	- 5,000.00	- 2,130.00	- 7,000.00
01-7310-6360	WATER REV - RESIDENTIAL	- 621,774.22	- 600,748.04	- 571,057.40	- 479,320.97	- 532,603.37
01-7310-6361	WATER REV-NON RESIDENTIAL	- 129,034.38	- 124,670.90	- 99,151.38	- 85,399.80	- 96,086.69
01-7310-6362	Bulk Water Station	- 16,770.67	- 16,203.55	- 16,254.37	- 15,464.93	- 12,000.00
01-7310-6364	WATER - New Water Services	- 10,000.00	- 8,774.56	- 20,000.00	- 34,550.66	- 20,000.00
01-7310-6365	WATER - Disconnect/Reconnect Fees	- 8,500.00	- 8,594.49	- 5,000.00	- 3,900.00	- 6,000.00
01-7310-6370	WATER - Fire Hydrants	- 19,600.00	- 19,600.00	- 19,600.00	- 19,600.00	- 19,600.00
01-7310-6371	Water - Flat Charge	- 622,346.31	- 616,184.47	- 610,139.61	- 491,233.32	- 538,641.08
01-7310-6372	Water - Flat Charge - Tri-Cty Capital	- 64,680.00	-	-	-	-
01-7310-6400	Water Connection Fee	- 20,000.00	- 5,000.00	-	-	-
Operating Expenses						
01-7310-7145	VEHICLE EXP	3,000.00	3,922.38	2,500.00	1,654.16	2,500.00
01-7310-7281	WATERMAIN REPAIR & MAINTENANCE	40,000.00	13,976.21	40,000.00	23,840.53	40,000.00
01-7310-7282	HYDRANT REPAIR & MAINTENANCE	19,600.00	12,059.15	25,000.00	37,446.20	25,000.00
01-7310-7400	WAGES	159,196.18	154,235.09	174,594.42	147,820.96	163,750.94
01-7310-7401	CPP EXPENSE	9,178.70	8,184.08	10,174.72	7,429.38	8,187.55
01-7310-7402	EI EXPENSE	3,671.48	2,724.92	4,069.89	2,455.47	3,275.02
01-7310-7403	EHT EXPENSE	3,618.88	3,098.27	3,524.46	2,694.15	1,637.51
01-7310-7404	WSIB	5,966.15	5,151.23	10,174.72	4,501.21	4,912.53
01-7310-7405	LIFE INSURANCE	1,809.44	918.45	900.00	951.23	979.29
01-7310-7406	BENEFITS EXPENSE	23,522.72	12,976.00	14,833.00	13,119.53	14,306.31
01-7310-7407	OMERS EXPENSE	16,284.96	14,544.15	12,742.00	12,546.93	12,464.53
01-7310-7415	Training	1,500.00	529.15	1,500.00	788.59	2,500.00
01-7310-7430	WAGES TRANSFER-IN	41,317.12	33,727.67	36,587.00	-	-
01-7310-7431	WAGES TRANSFER OUT	- 8,132.00	- 7,080.17	- 7,394.76	- 3,819.09	-

Municipality of West Elgin - Water

	2025 Budget	2024 Actuals	2024 Budget	2023 Actuals	2023 Budget
01-7310-7440 CONFERENCES/SEMINARS/MEETINGS	500.00	-	500.00	-	500.00
01-7310-7442 MILEAGE	-	-	-	-	1,000.00
01-7310-7450 HEALTH & SAFETY	500.00	304.52	500.00	207.09	500.00
01-7310-7452 UNIFORMS	2,000.00	1,642.99	2,000.00	773.26	1,500.00
01-7310-7500 HYDRO	6,000.00	5,646.87	4,200.00	3,981.09	8,500.00
01-7310-7501 GAS	2,000.00	1,550.69	1,500.00	1,592.98	1,300.00
01-7310-7502 WATER	1,500.00	945.59	1,000.00	793.37	1,100.00
01-7310-7510 INSURANCE	-	22,645.44	22,621.25	21,218.40	21,218.40
01-7310-7511 TAXES	-	940.93	1,000.00	913.71	1,000.00
01-7310-7515 BUILDING REPAIRS & MAINTENANCE	10,000.00	6,814.81	10,000.00	1,803.26	7,500.00
01-7310-7516 JANITORIAL	250.00	213.77	250.00	417.12	200.00
01-7310-7519 METER REPAIR & MAINTENANCE	12,500.00	6,216.58	30,000.00	10,098.89	12,500.00
01-7310-7529 Locates - Ontario One Call	1,500.00	846.96	1,500.00	1,489.69	2,000.00
01-7310-7531 CONTRACTS & AGREEMENTS - Olameter	10,000.00	44,429.63	46,500.00	-	-
01-7310-7601 PHONE & INTERNET	2,750.00	2,587.91	2,750.00	2,694.19	2,500.00
01-7310-7602 SOFTWARE LICENSE	2,500.00	2,131.87	2,000.00	7,183.13	2,000.00
01-7310-7609 TOOLS	2,500.00	1,434.90	2,000.00	1,684.72	2,500.00
01-7310-7611 EQUIPMENT MAINTENACE	1,500.00	1,690.75	10,000.00	4,539.85	1,500.00
01-7310-7613 EQUIPMENT PURCHASE	2,000.00	1,405.61	2,000.00	-	2,500.00
01-7310-7650 OFFICE SUPPLIES	250.00	91.46	1,500.00	129.32	2,000.00
01-7310-7651 POSTAGE & COURIER	11,000.00	10,431.18	10,000.00	8,790.28	11,000.00
01-7310-7652 ADVERTISING EXP	-	-	-	-	-
01-7310-7653 Bulk Water Station Fees	2,500.00	2,487.00	1,000.00	998.92	600.00
01-7310-7660 OTHER SUPPLIES	1,250.00	-	-	-	-
01-7310-7676 AUDIT FEES	-	-	1,500.00	0.04	1,500.00
01-7310-7680 CONTRACTED SERVICES	154,379.00	154,379.04	187,674.00	152,097.00	152,097.00
01-7310-7682 Water Expense - Tri County - Note 1	728,620.47	784,958.12	689,860.00	555,351.33	613,172.02
01-7310-7683 Tri-Cty Capital Replacement Allocation	64,680.00	-	-	-	-

Municipality of West Elgin - Water

	2025 Budget	2024 Actuals	2024 Budget	2023 Actuals	2023 Budget
01-7310-7699 BILLABLE	-	-	-	-	-
01-7310-7701 FUEL - GAS	7,500.00	6,225.79	7,500.00	6,788.58	8,000.00
01-7310-7777 BAD DEBT EXPENSE	-	-	-	-	-
01-7310-7900 TRANSFER TO RESERVES	20,000.00	91,447.06	-	272.28	-
01-7310-7901 TRANSFER FROM RESERVES	- 130,007.49	-	- 305,357.94	- 11,512.89	- 123,769.96
Capital					
01-7310-8001 CAPITAL - WATER LINE EXT	50,000.00	-	50,000.00	-	50,000.00
01-7310-8004 CAPITAL - AMR SOFTWARE & HARDWARE	60,000.00	1,111.44	160,000.00	120,082.39	150,000.00
01-7310-8005 CAPITAL - METER REPLACEMENT	-	9,937.66	35,000.00	-	30,000.00
01-7310-8006 CAPITAL - CAST IRON MAIN BEHIND RODNEY LIBRARY	-	-	-	-	-
01-7310-8008 CAPITAL - Bulk Water Station Payment Terminal	-	-	-	-	-
01-7310-8009 CAPITAL - Truck Replacement	60,000.00	-	50,000.00	-	-
01-7310-8010 CAPITAL - Chestnut Water Main (Graham to Ridge)	125,000.00				
	\$ 0.00	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ 0.00

Notes:

	2025	2024
Flat Charge	\$ 56.10	\$ 55.00
Water Rate per m ³	\$ 2.14	\$ 2.00

\$ Increase	% Increase
\$ 1.10	2%
\$ 0.14	7%

Tri-County Capital Allocation	\$ 64,680
# of Households	1,815
WE Avg Annual Water Consumption (m ³)	526,808

Water Exp - Tri County	\$ 695,386.56
Water Losses (10%)	19,334.04
Municipality of Dutton-Dunwich	4,271.58
Municipality of SWM	9,628.29
	\$ 728,620.47

Proposed Water Increases as of July 1, 2025

	2025 Budget	2024 Actual	\$ Increase
Assuming Avg Household Water Use 20m ³ per month	85.68	\$ 80.00	\$ 5.68
	56.10	\$ 55.00	\$ 1.10
NEW - Tri County Capital Charge	12.00	\$ -	\$ 12.00
	\$ 153.78	\$ 135.00	\$ 18.78

Reserve Balance

Balance - January 1 2025	\$ 1,195,901.39
Transfer from Reserves	- 130,007.49
Estimated Balance - December 31 2025	\$ 1,065,893.90

2025 Budget

Municipality of West Elgin - Rodney Wastewater

				Unaudited			
Revenues		2025 Budget		2024 Actuals	2024 Budget	2023 Actuals	2023 Budget
01-7300-6100	SEWER BILLINGS	- 183,811.31 -		181,991.40 -	197,349.41 -	197,349.41 -	169,922.73
01-7300-6210	GRANT - CWWF	-		-	-	-	-
01-7300-6211	GRANT - Green Stream Intake 1	- 1,425,635.98 -		144,939.84 -	500,000.00 -	156,345.68 -	700,000.00
01-7300-6371	Sewer Billings - Flat Charge	- 233,788.22 -		231,473.49 -	228,433.24 -	228,433.24 -	224,728.71
Operating Expenses							
01-7300-7500	HYDRO	80,000.00		75,199.64	75,000.00	76,722.63	65,000.00
01-7300-7502	WATER	5,000.00		2,300.26	10,000.00	28,222.74	5,000.00
01-7300-7510	INSURANCE	10,892.34		10,465.33	10,000.00	9,263.16	9,263.16
01-7300-7511	TAXES	32,180.74		30,648.32	30,949.73	29,759.36	30,000.00
01-7300-7520	GROUNDS MAINTENANCE	1,000.00		261.28	1,000.00	-	1,000.00
01-7300-7531	FINANCIAL PLAN	-		-	-	-	-
01-7300-7602	SOFTWARE LICENSE	700.00		508.80	700.00	661.44	650.00
01-7300-7611	SEWER MAINTENACE	25,000.00		68,275.74	25,000.00	56,698.11	25,000.00
01-7300-7613	EQUIPMENT PURCHASE	-		-	-	-	-
01-7300-7651	POSTAGE & COURIER	-		-	-	-	-
01-7300-7675	Legal	-		100.00	-	-	-
01-7300-7680	CONTRACTED SERVICES	168,070.00		168,069.96	168,070.00	165,585.98	165,586.00
01-7300-7900	TRANSFER TO RESERVES				105,062.92 -	9,875.92	93,152.27
01-7300-7901	TRANSFER FROM RESERVES	- 479,607.56 -		143,187.92 -	500,000.00 -	523,072.86 -	300,000.00
Capital							
01-7300-8000	CAPITAL - RODNEY SEWAGE UPGRADES	2,000,000.00		345,763.32	1,000,000.00	748,163.69	1,000,000.00
		\$ (0.00)	\$	-	\$ -	\$ -	\$ (0.01)

Notes:

Grant - ICIP Green Stream				
	Federal	40%	\$	942,000.00
	Provincial	33%	\$	784,921.50
	Municipal	27%	\$	628,078.50
				\$ 2,355,000.00

	2025	2024
Sewer Rate	\$ 2.97	\$ 2.91
Flat Rate	\$ 76.50	\$ 75.00

\$ Increase	% Increase
\$ 0.06	2%
\$ 1.50	2%

of Customers 469

Proposed Wastewater Increases as of July 1, 2025			
	2025 Budget	2024 Actual	\$ Increase
Assuming Avg Household Water Use 20m ³ per month	118.73	\$ 116.40	\$ 2.33
	76.50	\$ 75.00	\$ 1.50
	\$ 195.23	\$ 191.40	\$ 3.83
			\$ 22.97

Bi-monthly
Annually

Reserve Balance	
Balance - January 1 2025	\$ 406,306.14
Transfer from Reserves	- 406,306.14
Estimated Balance - December 31 2025	\$ -

2025 Budget

Municipality of West Elgin - West Lorne Wastewater

Revenues		2025 Budget	2024 Actuals	2024 Budget	2023 Actuals	2023 Budget
01-7301-6370	SEWER BILLINGS	- 251,036.71	- 248,551.20	- 250,561.98	- 248,561.98	- 238,477.00
01-7301-6371	Sewer Billings - Flat Charge	- 290,568.78	- 287,691.86	- 286,260.93	- 283,260.93	- 281,168.01
01-7301-6400	Sanitary Sewer Connection Fee	-	-	-	-	-
01-7301-6850	LONG-TERM FINANCING	-	-	-	-	-
Operating Expenses						
01-7301-7500	HYDRO	70,000.00	68,382.16	48,000.00	56,792.52	45,000.00
01-7301-7502	WATER	600.00	565.49	500.00	260.15	1,000.00
01-7301-7510	INSURANCE	10,209.78	9,312.36	9,500.00	8,702.64	8,702.64
01-7301-7511	TAXES	22,865.26	21,571.00	21,784.99	20,947.11	21,429.11
01-7301-7520	GROUNDS MAINTENANCE	-	-	1,000.00	1,086.46	500.00
01-7301-7531	FINANCIAL PLAN	-	-	-	-	-
01-7301-7601	Phone & Internet	2,808.60	1,380.90	-	-	-
01-7301-7602	SOFTWARE LICENSE	700.00	508.80	700.00	661.44	650.00
01-7301-7611	SEWER MAINTENACE	50,000.00	47,506.36	20,000.00	50,918.63	20,000.00
01-7301-7613	EQUIPMENT PURCHASE	-	-	-	-	-
01-7301-7653	Debt Exp - Principal	-	-	-	19,527.16	22,401.19
01-7301-7654	INTEREST EXPENSE	-	-	-	138.41	500.00
01-7301-7660	OTHER SERVICES	-	-	-	-	-
01-7301-7675	Legal	-	100.00	-	-	-
01-7301-7680	CONTRACTED SERVICES	187,674.00	187,674.00	187,674.00	184,901.01	184,901.00
01-7301-7900	TRANSFER TO RESERVES	69,747.85	199,241.99	167,663.92	95,316.20	134,561.07
01-7301-7901	TRANSFER FROM RESERVES	-	-	-	-	-
Capital Expenses						
01-7301-8000	CAPITAL - Sanitary Manhole Repair	30,000.00	-	80,000.00	92,571.18	80,000.00
01-7301-8001	CAPITAL - Scum Pump Rebuild	15,000.00	-	-	-	-
01-7301-8002	CAPITAL - HVAC System Upgrade	22,000.00	-	-	-	-
01-7301-8003	CAPITAL - Pump Station Rebuild	15,000.00	-	-	-	-
01-7301-8004	CAPITAL - Addition of tie in from filter by-pass to lagoon	45,000.00	-	-	-	-
		\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ (0.00)	\$ -

Notes:

	2025	2024	\$ Increase	% Increase
Sewer Rate	\$ 2.75	\$ 2.70	\$ 0.05	2%
Flat Rate	\$ 73.44	\$ 72.00	\$ 1.44	2%

Proposed Wastewater Increases as of July 1, 2025			
	2025 Budget	2024 Actual	\$ Increase
Assuming Avg Household Water Use 20m ³ per month	110.16	\$ 108.00	\$ 2.16
	73.44	\$ 72.00	\$ 1.44
	\$ 183.60	\$ 180.00	\$ 3.60
			\$ 21.60

Bi-monthly

Annual

Reserve Balance	
Balance - January 1 2025	\$ 511,561.28
Transfer from Reserves	69,747.85
Estimated Balance - December 31 2025	\$ 581,309.13

Longwood to Lakeshore project

Notice of preferred route and invitation to virtual and community open houses #4

May 2025

Based on a detailed evaluation, which considered extensive public feedback, Hydro One has selected the preferred route for the proposed Longwood to Lakeshore project. Once built, the new transmission line will help meet electricity demands and support future growth in southwest Ontario.

Since February 2024, we’ve been conducting a Class Environmental Assessment (Class EA) under *Ontario’s Environmental Assessment Act* to build two proposed single-circuit, 500-kilovolt (kV) transmission lines between Longwood Transformer Station (TS) in the Municipality of Strathroy-Caradoc and Lakeshore TS in the Municipality of Lakeshore.

We’ve gathered important environmental and technical information and will continue to engage with Indigenous communities, property owners, community members, elected officials, interest groups and businesses to make sure their feedback is reflected in the project.

Selection of preferred route alternative: Route 3B

As part of the Class EA process, three route alternatives with variations were evaluated for the proposed project and Route 3B was identified as the preferred route for the proposed transmission lines. Route 3B maximizes the re-use of existing transmission corridors and minimizes impacts to residences. Please see the enclosed map for an overview of the preferred route and visit our online interactive map for a more detailed view.

The proposed project also includes an expansion of Lakeshore TS, on property owned by Hydro One, as well as upgrades and the eventual expansion of Longwood TS to connect the new lines.

Project next steps

We’ve already started outreach to affected landowners to discuss land rights and continue to learn more about the unique features of their properties, including agricultural operations. We’re hosting several engagement opportunities in the coming weeks where you can learn more about the proposed project, speak with our project team and share your feedback.

Over the next several months, we’ll complete more detailed environmental and technical studies to develop the design and construction of the proposed lines, with a focus on starting construction of Line 1 in 2027.

We’re preparing the draft Environmental Study Report (ESR), which will document the work conducted under the Class EA process. The draft ESR will be released for a public review period later this year. As the Class EA progresses and project design advances, we’ll share detailed information and engage at every step of the way.

We want to hear from you

Your feedback is incredibly important to the success of this project, and we want to hear from you. We encourage you to attend an upcoming event or reach out to us to get involved in another way.



Please join us

May 15
7 p.m. to 8 p.m.
Virtual open house
-hosted on the project website

Learn more about the route selection process and ask your questions.

Community open house #4

June 4
4 p.m. to 7 p.m.
Kent-Belgian-Dutch-Canadian Club
34 Byng Ave.
Chatham

June 5
4 p.m. to 7 p.m.
Ryder Hall at Tilbury Community Centre
49 Bond Ave.
Tilbury

June 11
4 p.m. to 7 p.m.
Brunner Community Centre
32 Wallace St.
Thamesville

June 12
4 p.m. to 7 p.m.
Glencoe Agricultural Hall
268 Currie St.
Glencoe

Project website



HydroOne.com/Longwood-to-Lakeshore

We’re here to help

If you would like any further information or have any questions, please contact Community Relations at:

1.877.345.6799

Community.Relations@HydroOne.com



Longwood to Lakeshore project

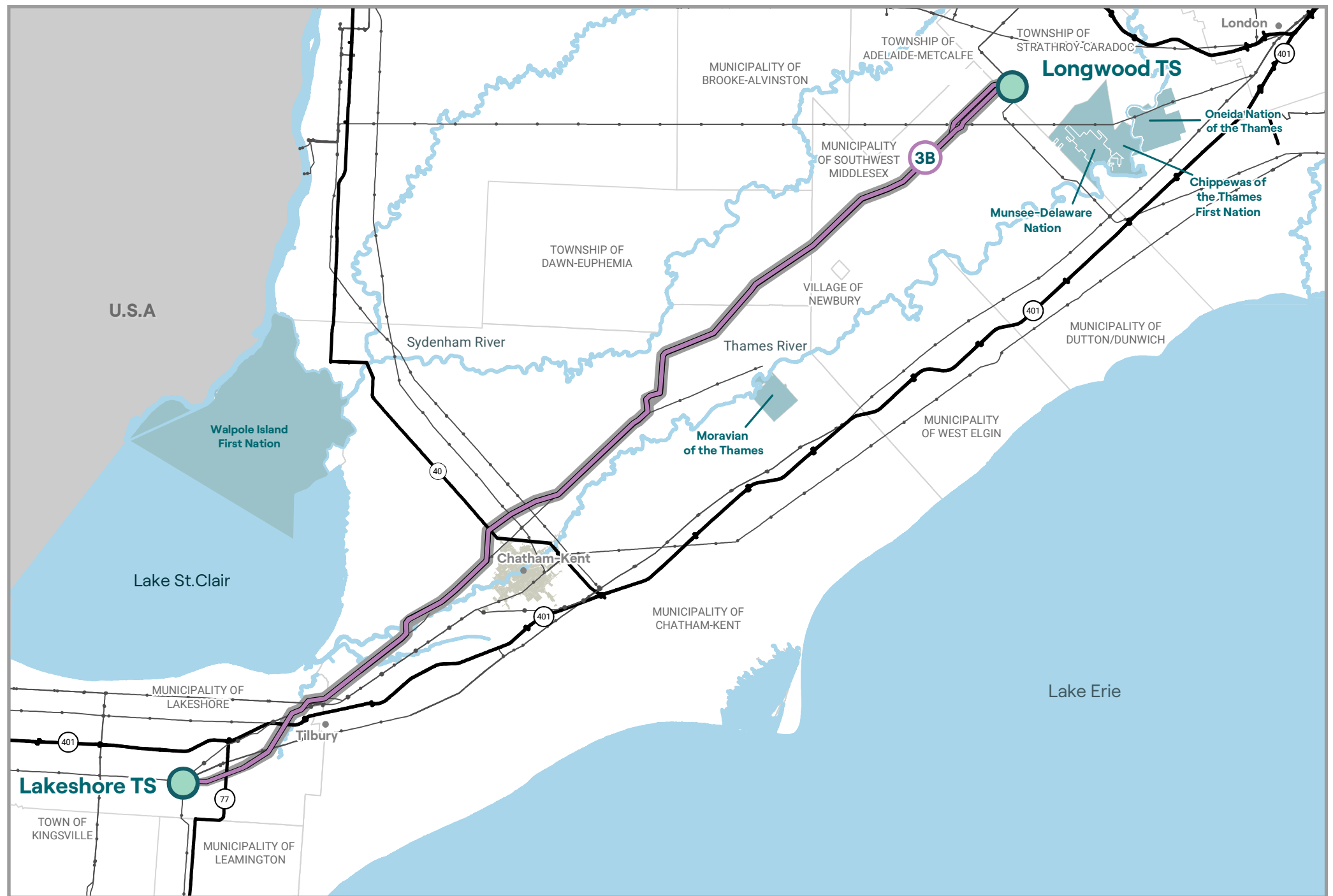
Map Legend

- Transformer Station (TS)
- Preferred Route 3B
- Local Study Area (500 m buffer on either side of the route alternatives)
- Existing Transmission Line
- Highway
- Municipal Boundary
- Waterbody
- First Nation
- Built Up Area

Note: The illustrated route represents two transmission lines with parallel alignments, except near Longwood TS where the two lines have slightly different alignments exiting the station.

Please visit our online interactive map for a more detailed view: [HydroOne.com/Longwood to Lakeshore](https://HydroOne.com/Longwood%20to%20Lakeshore)

0 5 10 km



Freedom of Information and Protection of Privacy Act

All personal information included in a submission – such as name, address, telephone number and property location – is collected, maintained and disclosed by the Ministry of the Environment, Conservation and Parks for the purpose of transparency and consultation. The information is collected under the authority of the *Environmental Assessment Act* or is collected and maintained for the purpose of creating a record that is available to the general public as described in s. 37 of the *Freedom of Information and Protection of Privacy Act*. Personal information you submit will become part of a public record that is available to the general public unless you request that your personal information remain confidential. For more information, please contact the Ministry of the Environment, Conservation and Parks' Freedom of Information and Privacy Coordinator at 416.314.4075 or Foi.mecp@ontario.ca.

\$120
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2025 WARDEN'S CHARITY GOLF TOURNAMENT



DATE

Friday, June 13, 2025



SHOTGUN START

10:00 am



THE BLUFFS GOLF CLUB

35593 Lake Line
Port Stanley, ON

TOURNAMENT BENEFICIARY:

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**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél. : 416 585-7000



234-2025-2204

May 13, 2025

Dear Head of Council,

On May 12, 2025 I introduced the *Protect Ontario by Building Faster and Smarter Act, 2025* ([Bill 17](#)). Through this legislation, and other changes, we are responding to recommendations and requests from municipal leaders to make it easier and faster to build new homes and infrastructure Ontario needs like transit, roads, water, and wastewater systems.

The bill contains bold actions to protect Ontario from the Ministry of Municipal Affairs and Housing, the Ministry of Infrastructure and the Ministry of Transportation. Details about the range of measures can be found in the [news release](#).

Building Code Act – Ministry of Municipal Affairs and Housing

Schedule 1 of the Bill proposes changes to the *Building Code Act* which include:

- Adding a provision to clarify that municipalities do not have the authority to create or enforce their own construction standards.
- Eliminating the requirement for a secondary provincial approval of innovative construction products for products that have already undergone a “Canadian Code Compliance Evaluation” by the federal Canadian Construction Materials Centre ([25-MMAH0042](#)). Comments can be made through the Regulatory Registry of Ontario (RR) from May 12, 2025, to June 11, 2025.

Development Charges Act – Ministry of Municipal Affairs and Housing

Schedule 4 of the Bill proposes changes to the *Development Charges Act, 1997*, to standardize the development charge (DC) methodology and framework and improve predictability of costs, include:

- Creating a regulation-making authority to merge service categories for DC credits.
- Creating a regulation-making authority to specify what constitutes a “local service.”
- Expanding the DC deferral to non-rental residential developments. Related changes include:

.../2

- Providing municipalities authority, in circumstances set out in regulation, to require financial security for payment of deferred DCs for non-rental residential developments; and
- Removing authority for municipalities to charge interest on any legislated DC deferral amounts.
- Enabling municipalities to make any changes to their DC by-laws for the sole purpose of reducing DCs or removing indexing without undertaking certain procedural requirements.
- Creating a regulation-making authority to prescribe exceptions, including conditional exceptions, to capital costs that are eligible to be recovered from DCs.
- Providing that the frozen DC rates on a development would not be applicable if the current DC rates in effect would result in a lower payment.
- Exempting long-term care homes within the meaning of subsection 2 (1) of the *Fixing Long-Term Care Act, 2021* from municipal DCs.

We are interested in receiving your comments on these proposed measures. Comments can be made through the Regulatory Registry of Ontario (RR) from May 12, 2025, to June 11, 2025:

- [RR 25-MMAH003](#): Changes to the *Development Charges Act, 1997*, to Simplify and Standardize the Development Charge (DC) Framework.

Planning Act – Ministry of Municipal Affairs and Housing

Schedules 3 and 7 of the Bill propose changes to the *Planning Act* and the *City of Toronto Act, 2006* that would help streamline and standardize municipal development processes. If passed, the proposed changes would:

- Provide authority for regulations to limit municipal complete application studies and provide greater recognition of planning reports prepared by prescribed certified professionals,
- Remove the need for certain minor variances,
- Give the Minister of Municipal Affairs and Housing the authority to impose conditions on a use permitted by a Minister's zoning order, and
- Streamline planning approvals for publicly funded kindergarten to grade 12 schools.

We are interested in receiving your comments on these proposed measures. Comments can be made through the Environmental Registry of Ontario from May 12, 2025, to June 11, 2025:

- [ERO 025-0461](#): Proposed Planning Act and City of Toronto Act, 2006 Changes (Schedules 3 and 7 of Bill 17- Protect Ontario by Building Faster and Smarter Act, 2025).

We are also interested in receiving any comments you may have on associated regulatory changes. The government is undertaking 45-day consultations on the following proposals from May 12, 2025, to June 26, 2025:

- [ERO 025-0462](#): Proposed Regulations – Complete Application (seeking feedback on proposed regulations to address complete application requirements (study/report requirements) and submissions from certified professionals)
- [ERO 025-0463](#): Proposed Regulation – As-of-right Variations from Setback Requirements (seeking feedback on a proposed regulation that would allow variations to be permitted “as-of-right” if a proposal is within 10% of requirements for setbacks from property lines applicable to specified lands)

The Environmental Registry postings provide additional details regarding the proposed changes.

Ministry of Infrastructure Act – Ministry of Infrastructure

Schedule 6 of the Bill proposes changes to the *Ministry of Infrastructure Act, 2011* (MOIA), to provide the Minister of Infrastructure with the authority to request information and data from municipalities and municipal agencies, where needed to support provincially funded infrastructure projects. This would help speed up the delivery of critical infrastructure that our growing communities need, while also supporting jobs and economic growth. Comments can be made through the Regulatory Registry of Ontario ([RR-25MOI003](#)) from May 12, 2025, to June 11, 2025.

Transit-Oriented Communities Act – Ministry of Infrastructure

Proposed changes to the *Transit-Oriented Communities (TOC) Act, 2020*, would reduce barriers to implementing the Transit Oriented Communities (TOC) by:

- Amending the definition of a “Transit Oriented Communities project” to include projects along the GO and LRT network more efficiently,
- Removing OIC approval requirements for any agreements between the Minister (or an entity with delegated powers) and a municipality, and
- Enabling the Minister to delegate certain responsibilities to Infrastructure Ontario for the purpose of developing TOCs.

We are interested in receiving your comments on these proposed changes. Comments can be made through the Environmental Registry of Ontario from May 12, 2025, to June 11, 2025:

- [ERO 025-0504](#): Proposed *Transit-Oriented Communities Act, 2020*, changes to reduce barriers to implementing municipal agreements.

Ministry of Transportation

Schedule 2 of the bill proposes a change to the *Building Transit Faster Act, 2020* (BTFA) that, if passed, would extend the use of the BTFA measures to all provincial transit projects. This change would remove barriers to building transit faster and get shovels in the ground quicker to build major provincial transit projects that connect communities.

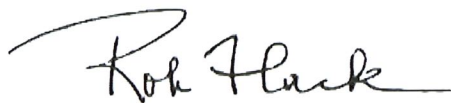
A proposed amendment to the *Metrolinx Act, 2006*, permits the Minister of Transportation to request certain information and data from municipalities or municipal agencies necessary to support the development of provincial transit projects or Transit-Oriented Communities projects.

You may provide your comments on the proposed change to the BTFA through the Environmental Registry of Ontario (ERO) notice [ERO 025-0450](#) and the Ontario Regulatory Registry notice ([RR 25-MTO005](#)) and the Metrolinx Act ([RR 25-MTO006](#)) from May 12, 2025 to June 11, 2025.

The government invites you to review the [Environmental Registry of Ontario](#) and [Regulatory Registry of Ontario](#) posting links provided above and share any feedback you may have. If you have any questions, please reach out to my Director of Stakeholder and Caucus Relations, Tanner Zelenko, at Tanner.Zelenko@ontario.ca.

In the face of economic uncertainty, we must protect Ontario by speeding up construction so we can lower housing costs and keep workers on the job. I look forward to continued collaboration with you, our municipal partners, to create the homes that Ontario need today, tomorrow, and in the decades to come.

Sincerely,



Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

- c. The Honourable Kinga Surma, Minister of Infrastructure
 The Honourable Prabmeet Sarkaria, Minister of Transportation
 The Honourable Graydon Smith, Associate Minister of Municipal Affairs and Housing
 Robert Dodd, Chief of Staff, Minister's Office
 Matthew Rae, Parliamentary Assistant, Municipal Affairs and Housing
 Laura Smith, Parliamentary Assistant, Municipal Affairs and Housing
 Brian Saunderson, Parliamentary Assistant, Municipal Affairs and Housing
 Martha Greenberg, Deputy Minister, Municipal Affairs and Housing
 David McLean, Assistant Deputy Minister, Municipal Affairs and Housing
 Caspar Hall, Assistant Deputy Minister, Municipal Affairs and Housing
 Municipal Chief Administrative Officers

May 15, 2025

To our Municipal Clients:

Re: Assessment of Bill 17 (Protect Ontario by Building Faster and Smarter Act, 2025)

In our continued efforts to keep our clients up to date on legislative changes that may impact them, we are writing to inform you that Bill 17, *Protect Ontario by Building Faster and Smarter Act, 2025* (herein referred to as Bill 17) was tabled in the Ontario Legislature on May 12, 2025. This letter provides a summary of the proposed changes to the *Development Charges Act, 1997* (D.C.A.) and commentary on the proposed changes to the growth management framework. As the Bill progresses through the legislative process, we will continue to advise of any amendments and associated impacts.

Note that the Province is seeking comments via the Environmental Registry of Ontario at the following link: <https://ero.ontario.ca/notice/025-0504>. We will be submitting our comments prior to the deadline of June 12, 2025.

1. Overview Commentary

The Province has stated that a goal of this Bill is to simplify and streamline development, while reducing barriers, including development fees. In this regard, the Bill proposes to amend various acts with the intent of building more homes faster in Ontario to address the current housing crisis. In addition to changes to the D.C.A., changes are proposed to the following Acts:

- *Building Code Act, 1992*;
- *Building Transit Faster Act, 2020*;
- *City of Toronto Act, 2006*;
- *Metrolinx Act, 2006*;
- *Ministry of Infrastructure Act, 2011*;
- *Planning Act*; and
- *Transit-oriented Communities Act, 2020*.

In addition to the legislative changes proposed, the Province has announced that they are exploring the use of a public utility model, which may include establishing municipal service corporations for water and wastewater systems. These changes could have significant impacts on the costs and delivery of water and wastewater services in Ontario. While this may serve to reduce the funding obligations from development charges (D.C.s), funding these costs from a broader pool of existing rate payers would likely result in higher water and wastewater rates.



2. Proposed Changes to the *Development Charges Act*

The following provides a summary of the proposed changes to the D.C.A., along with commentary on the potential impacts to municipalities.

1. Exemption for long-term care homes

- Currently, D.C.s imposed on long-term care homes are subject to annual instalments under section 26.1 of the D.C.A.
- The proposed change would exempt long-term care homes from the payment of D.C.s.
- This exemption would apply to any future D.C. instalments on long-term care home developments.
- The D.C.A. does not allow reductions in D.C.s to be funded by other types of development. As such, the exemption will have to be funded from other municipal revenue sources.

2. Definition of capital costs, subject to regulation

- The proposed change would add the words “subject to the regulations” to section 5 (3) of the D.C.A.
 - The proposed amendment expands the scope of the Province’s authority to limit eligible capital costs via regulation.
 - The D.C.A. currently provides this ability to limit the inclusion of land costs.
 - The Province intends to engage with municipalities and the development community to determine potential restrictions on what costs can be recovered through D.C.s.
- Commentary from organizations in the development community suggests these discussions may continue to focus on limiting the inclusion of land costs in the D.C. calculations. The proposed amendment, however, provides broad authority for limiting eligible capital costs (i.e., the scope of regulatory authority is not restricted to land).
- Reductions in D.C.-eligible capital costs will have to be funded from other municipal revenue sources. Changes to the definition of capital costs through regulation will require municipalities to adjust funding for capital projects swiftly without the legislative amendment process.

3. Simplified D.C. by-law process to reduce charges

- Proposed change to section 19 (1.1) of the D.C.A. to allow a simplified process to amend a D.C. by-law for the following reasons:
 - Repeal or change a D.C. by-law expiry date (consistent with current provisions);
 - Repeal a D.C. by-law provision for indexing or amend to provide for a D.C. not to be indexed; and



- Decrease the amount of a D.C. for one or more types of development.
- The simplified process includes passing of an amending by-law and providing notice of passing of the amending by-law. There will be no requirement to prepare a D.C. background study, undertake public consultation, and no ability to appeal to the Ontario Land Tribunal.
- Limiting the simplified D.C. by-law amendment process to situations where the amount of a D.C. for a type of development is being reduced would appear to allow municipalities to adjust the charges for changes in assumptions (e.g., reductions in capital cost estimates, application of grant funding to reduce the recoverable amount), adding exemptions for types of development, and phasing the imposition of a D.C.
- It is unclear if the simplified process would apply where exemptions are being provided for purposes other than development type, as specified in the amendment. For example, where a municipality is exempting a geographic area, such as an industrial park, downtown core, major transit station area, etc.
- While administratively expedient, eliminating the statutory public process for reductions in D.C.s will not provide the general public with an opportunity to delegate Council on the matter and will reduce transparency.

4. Deferral of D.C. payment to occupancy for residential development

- Proposed changes to section 26.1 of the D.C.A. provide that a D.C. payable for residential development (other than rental housing developments, which are subject to payment in instalments) would be payable upon the earlier of the issuance of an occupancy permit, or the day the building is first occupied.
- Only under circumstances prescribed in the regulations may the municipality require a financial security.
 - The Province has noted its intent to mitigate risk for municipalities. As such, the prescribed circumstances may allow for securities when no occupancy permit is required.
- Municipalities will not be allowed to impose interest on the deferral of D.C. payment to occupancy.
- It appears those municipalities that have elected to utilize subsection 26 (2) of the Act (i.e., water, wastewater, services related to a highway, and stormwater charges payable at the time of subdivision agreement) may no longer be able to utilize this section for residential subdivisions or consents.
- Deferring the timing of payment for all residential development to occupancy will have cashflow implications for municipalities. The impacts may include additional financing costs for capital projects, increased



administrative costs associated with administering securities and occupancies, and potential delays in capital project timing.

5. Removal of interest for legislated instalments

- Proposed changes to section 26.1 of the Act would remove the ability to charge interest on instalments for rental housing and institutional development.
- This would also apply to future instalments for existing deferrals once Bill 17 receives Royal Assent.
- The repeal of subsection 26.1 (9) of the D.C.A. removes the municipality's ability to require immediate payment of all outstanding instalments when a development use changes from rental housing or institutional to another use.
- This proposed amendment has the same cashflow impacts for municipalities as noted in item 4 above, although it is more limited in scope.

6. Ability for residential and institutional development to pay a D.C. earlier than a by-law requires

- Currently, if a person wishes to waive the requirement to pay their D.C. in instalments as per section 26.1, an agreement under section 27 of the D.C.A. (early payment agreement) is required.
- The proposed changes state that, "For greater certainty, a person required to pay a development charge under this section may pay the charge before the day it is payable even in the absence of an agreement under section 27."
- This wording achieves its intent to allow a person to waive the requirement to pay in instalments. It also appears, however, to allow residential and institutional D.C.s to be paid earlier than required in a D.C. by-law, absent municipal agreement.
- This is problematic for municipalities, as the development community may elect to pay D.C.s before indexing or before municipalities pass a new D.C. by-law where a publicly available D.C. background study may be indicating a potential increase in the charges.

7. Lower charge for rate freeze

- Section 26.2 of the D.C.A. requires that, for developments proceeding through a site plan or zoning by-law amendment application, the D.C. be determined based on the rates that were in effect when the planning application was submitted to the municipality.
- In some instances, the D.C. that would be imposed at the time of building permit issuance may be lower than that in place at the time of planning application.



- Where rates have been frozen as per section 26.2 of the D.C.A., the proposed amendments would require municipalities to apply either the “frozen” or the current rate, whichever is lower, in such instances.
 - Note, interest charges for the D.C. determined at planning application may still be imposed.
- These proposed changes are positive as developers would not be charged in excess of current rates (where lower) and developers who proceed in a timely manner are not penalized with additional interest costs.

8. Grouping of services for the purposes of using credits

- Section 38 of the D.C.A. allows a person to construct growth-related works on a municipality’s behalf, subject to an agreement. The person receives a credit against future D.C.s payable for the service(s) to which the growth-related works relate.
- A municipality can agree to allow the credits to be applied to other services in the D.C. by-law.
- The proposed amendments would allow the Province to, through regulation, deem two or more services to be one service for the purpose of applying credits.
- This proposed change appears to remove the municipality’s discretion to combine services by agreement in certain instances.
- Combining services for the purposes of credits would have cashflow implications for municipalities, where funds held in a reserve fund for a service not included under the section 38 agreement would be reduced. This could delay the timing of capital projects for these impacted services and/or increase financing costs.

9. Defining local services in the regulations

- Section 59 of the D.C.A. delineates between charges for local services and, by extension, those that would be considered in a D.C. by-law.
- Municipalities typically establish a local service policy when preparing a D.C. background study to establish which capital works will be funded by the developer as a condition of approval under section 51 or section 53 of the *Planning Act* (i.e., local service) and which will be funded by the D.C. by-law.
- The proposed amendments would allow the Province to make regulations to determine what constitutes a local service.
 - Although the Province has noted that this will be defined through consultations, there may be unintended impacts. For example, if the definition of a local service is too broad, it may lower the D.C. but increase the direct funding requirements on one particular developer. If the definition is too narrow, the opposite would result,



whereby local services would be broadly included in D.C. funding, thereby increasing D.C. rates.

- Additionally, what is deemed a local service in one municipality may vary from what is deemed a local service in another, depending on the size, density, and types of development.

Most of the changes above would come into effect upon Royal Assent of Bill 17. The changes with respect to deferral of payment to occupancy for residential development would come into effect upon the date proclaimed by the Lieutenant Governor in Council.

3. Noted Areas for Future Changes to Development Charges

In the Province's announcement, they indicated additional changes that are anticipated to follow proposed regulatory changes and/or ongoing consultations.

The Province has indicated the intent to add the Statistics Canada Non-Residential Building Construction Price Index for London to the prescribed indexes in the regulations. This would allow municipalities west of London and those that are closer to London than Toronto, to utilize the London series for indexing purposes.

The Province also indicated the intent to consult on a potential standardization of the approaches to benefit to existing deductions. Currently there are best practices to follow, however, there is no standardized approach across all municipalities. Providing a standardized approach may be problematic, as capital projects in different municipalities may be unique in scope and capital cost requirements.

Lastly, the announcement included commentary on expanding the Annual Treasurer's Statement reporting requirements. Currently for services related to a highway, water, and wastewater services, municipalities must allocate 60% of monies in their D.C. reserve funds to projects. The Province may consider expanding this requirement to more services.

4. Proposed Changes to the Growth Management Framework

The Ministry of Municipal Affairs and Housing (MMAH) has been reviewing the Official Plans of Ontario's 50 largest and fastest-growing municipalities against the Ministry of Finance's (M.O.F.) updated population forecasts released in October 2024. Where the Ministry finds that current Official Plan forecasts are lower than updated provincial or upper-tier projections, the MMAH will undertake targeted outreach to affected municipalities. In these cases, municipalities will be required to update their Official Plans to reflect the higher of the M.O.F. projection or the applicable upper-tier forecast.

These updates will be guided by a forthcoming revision to the Projection Methodology Guideline – the first since 1995 – to ensure consistency in how growth is planned across the Province. It is the MMAH's goal that these updated projections and methods



will help municipalities more accurately align land needs, servicing strategies, and capital planning with long-term provincial growth priorities. To support this, the Province is also exploring improvements to planning data systems and digital tools, including standardizing how municipalities track and report land use planning and permitting activity. Enhanced access to consistent, digitized data will help inform future forecasting, monitor implementation, and increase transparency across jurisdictions.

For municipalities directed by the Province to update their Official Plans, this requirement carries several implications. As a starting point, it is important to note that the M.O.F. forecasts are only available at the Census Division level, which typically represents upper-tier municipalities, including separated municipalities and large urban single-tier municipalities. This poses potential complexities for lower-tier municipalities to directly apply, allocate, and coordinate the M.O.F. population projections as part of their respective Official Plan Review. Furthermore, the M.O.F. population projections are released annually and are subject to considerable fluctuation. On the other hand, the municipal Official Plan Review process, which includes a comprehensive assessment of long-term population growth and urban land needs, is required to be carried out at a minimum every 10 years for new Official Plans and five years regarding Official Plan updates. Accordingly, it will be important for municipalities to monitor their respective Official Plans within the context of changing long-term M.O.F. projections. It is currently unclear to what extent Ontario municipalities will be required to update their respective Official Plans and associated background studies, such as needs assessments, servicing plans, and financial strategies, to ensure alignment with the updated M.O.F. projections. It is clear, however, that Ontario municipalities will require improved processes and tools to monitor their Official Plans in a manner that allows decision makers more flexibility to address and respond to anticipated change.

In parallel, the Province is also proposing changes to inclusionary zoning policies, which could influence housing delivery outcomes within protected major transit station areas. Specifically, the Act proposes capping the affordable housing set-aside rate at 5% and limiting the affordability period to 25 years. While these measures may enhance project feasibility and encourage more market-based residential development near transit, they may also constrain the long-term supply and stability of affordable units delivered through inclusionary zoning policies. Municipalities will need to consider how these changes affect their broader housing strategies, particularly in areas where protected major transit station areas are a central tool for delivering mixed-income communities.

5. Concluding Remarks

Based on the proposed changes, municipalities may experience a reduction in overall D.C. revenue. The impacts of some of the potentially more significant changes (i.e., changes to the definition of capital cost, grouping of credits, defining local services, and methodology for benefit to existing will not be known until the release of the draft regulations for consultation. By moving legislative guidance to the regulations, as



opposed to the Act itself, the Province will have the ability to change the rules set out therein without the requirement of passing a Bill through the legislative process. This reduces transparency and the required consultation should the Province wish to change these rules in the future.

We will continue to monitor the proposed changes and will inform you of potential impacts to municipalities. As noted, we will be submitting further comments to the Province via the Environmental Registry of Ontario. Should you have any questions, please contact the undersigned or send an email to info@watsonecon.ca.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Andrew Grunda, MBA, CPA, CMA, CEO

Peter Simcisko, BA (Hons), MBE, Managing Partner

Sean-Michael Stephen, MBA, Managing Partner

Daryl Abbs, BA (Hons), MBE, PLE, Managing Partner

Jamie Cook, MCIP, RPP, PLE, Managing Partner

Jack Ammendolia, BES, PLE, Managing Partner

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



**Crime Prevention and Community
Support Bureau
Bureau de la prévention du crime et du
soutien communautaire**

777 Memorial Ave.
Orillia ON L3V 7V3

777, av. Memorial
Orillia ON L3V 7V3

Tel: 705 329-7680
Fax: 705 329-7593

Tél. : 705 329-7680
Télec. : 705 329-7593

File Reference: GOV-1200

May 13, 2025

Mayor Reeve and Clerk CAO,

The Ontario Provincial Police (OPP) regularly evaluates its operations to ensure the effective use of resources while maintaining high-quality service. As part of this process, the OPP has undertaken an organizational realignment to better align with its strategic goals and priorities.

Effective immediately Municipal Policing Bureau has been dissolved. Municipal Policing Unit and Financial Service Unit have been realigned and will fall under the OPP's Crime Prevention and Community Support Bureau.

Municipal Policing Unit and Financial Services Unit will continue their regular business, including managing the cost recovery process for municipal policing services in accordance with the *Community Safety and Policing Act (CPSA) O. Reg. 413/23 Amount Payable by Municipalities for Policing from Ontario Provincial Police*, managing municipal policing agreements under the CSPA, delivering presentations, and providing clarifications on municipal inquiries.

Please continue to direct all future inquiries on municipal policing billing, requests for presentations, etc. to OPP.MunicipalPolicing@opp.ca. Please note, the general email inbox OPP.MPB.Financial.Services.Unit@opp.ca will be decommissioned and will no longer be monitored. We also encourage you to visit www.opp.ca/billingmodel where the 2025 estimate updates have been posted for your reference and planning purposes.

The OPP remains committed to working collaboratively with municipalities to ensure effective, efficient and sustainable policing services across Ontario.

Thank you for your continued cooperation. I look forward to your support during this transition and to a successful partnership.

J.G. (John) Dumond,
Chief Superintendent
Bureau Commander
Crime Prevention and Community Support Bureau

cc: OPP Regional and Detachment Commanders

Elgin International Club
c/o 104 Regency Drive
Chatham, Ontario
N7L 5A3
519-476-5870
May 20, 2024.

West Elgin Municipal Council
22413 Hoskins Line
Rodney, Ontario
N0L 2C0

Municipal Council,

We are requesting to extend our Liquor License number 801297 to include a patio location for several events over the year. The first would be June 7th 2025 and continue until Dec. 31, 2025. Please find attached a copy of a map of the proposed area. The events include several community dances, country jamborees, anniversary and birthday parties, a wedding, the Prom along with other events.

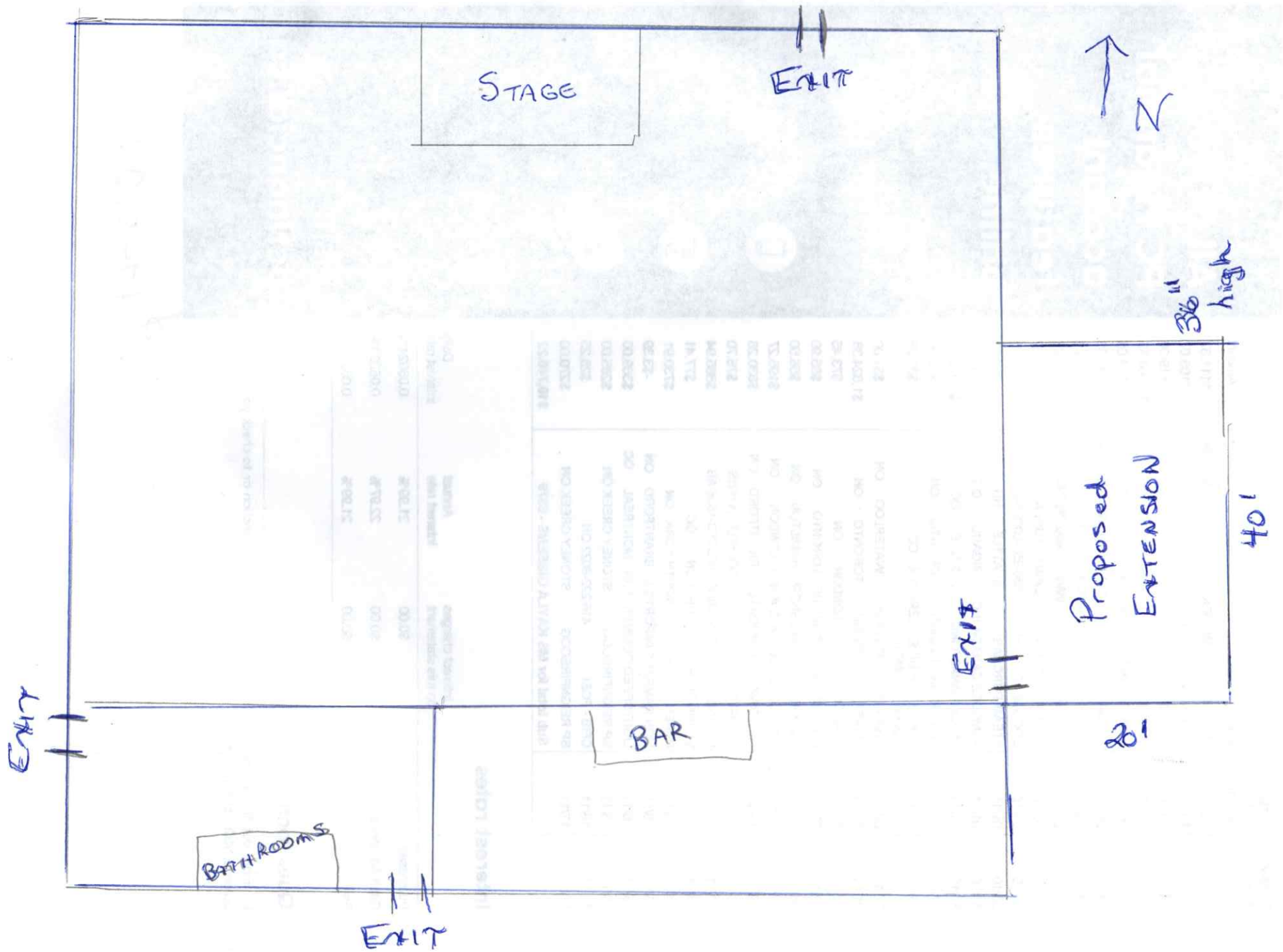
These are all Club events where proceeds will be used for some of the repairs needed as well as donations to several community programs. The Club is always available for the community to use for rentals. These events would benefit from an outside area wherein the patrons could take their alcoholic drinks as well as becoming a smoking area.

As you can see, the area is adjacent to an existing exit and will be fenced in order to contain any drinking/smoking to this enclosed area.

We are hopeful that Council will be able to approve this request and provide a letter of permission so that it may be submitted to the AGCO. My apologies for not delivering this personally but I am not able to drop it off today. Also I wanted to send this as soon as possible so it may be considered at the next Council meeting. Please do not hesitate to contact me if you require any more information.

Most respectfully,

Lori Parker – Past - President





MUNICIPALITY OF West Elgin

The Corporation of the Municipality of West Elgin

By-Law No. 2025-26

Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for VL NS of Marsh 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 By-law No. 2015-36, as amended, is hereby amended by deleting the words “Section 9” from Section 8.3.10 c) and replacing with “Section 8”.
2. That By-law No. 2015-36, as amended, is hereby further amended by adding the following after Section 8.3.10 c) Special Regulation 9

“8.3.10 d) Additional Permitted Uses

semi-detached dwelling
semi-detached dwelling unit

- e) Notwithstanding 8.3.10 b) a semi-detached dwelling or semi-detached dwelling unit is only permitted on Lots 1, 27, 28, 36, 46 and 66 or as highlighted and hatched on Appendix A attached to the amending by-law.

- f) Notwithstanding any other provisions of Section 8 of the By-law to the contrary for the lands zoned R1-9 the following additional Zone Standards apply:

Semi-detached dwelling

- | | | |
|-----|----------------------|-----------|
| i) | Minimum Lot Area | 570 sq. m |
| ii) | Minimum Lot Frontage | 15 m |

Semi-detached dwelling unit

- | | | |
|-----|----------------------|-----------|
| i) | Minimum Lot Area | 285 sq. m |
| ii) | Minimum Lot Frontage | 7.5 m |

Semi-detached dwelling or dwelling unit

- | | | |
|------|--|-------------------------------|
| i) | Minimum Front Yard | 6 m |
| ii) | Minimum Exterior Side Yard | 3.0 m |
| iii) | Minimum Interior Side Yard
with attached garage | 1.2 m &
0 m common
wall |

iv)	Minimum Rear Yard	7.5 m
v)	Height (max.)	10.5 m
vi)	Maximum Lot Coverage	40%
vii)	Outdoor Amenity	45.0 m²/unit
viii)	Dwelling Units/Lot	2
ix)	Parking	2 per unit

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 22nd day of May 2025.

Richard Leatham
Mayor

Terri Towstiac
Clerk



MUNICIPALITY OF **West Elgin**

The Corporation of the Municipality of West Elgin

By-Law No. 2025-27

Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36 for property at 24915 Crinan 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:

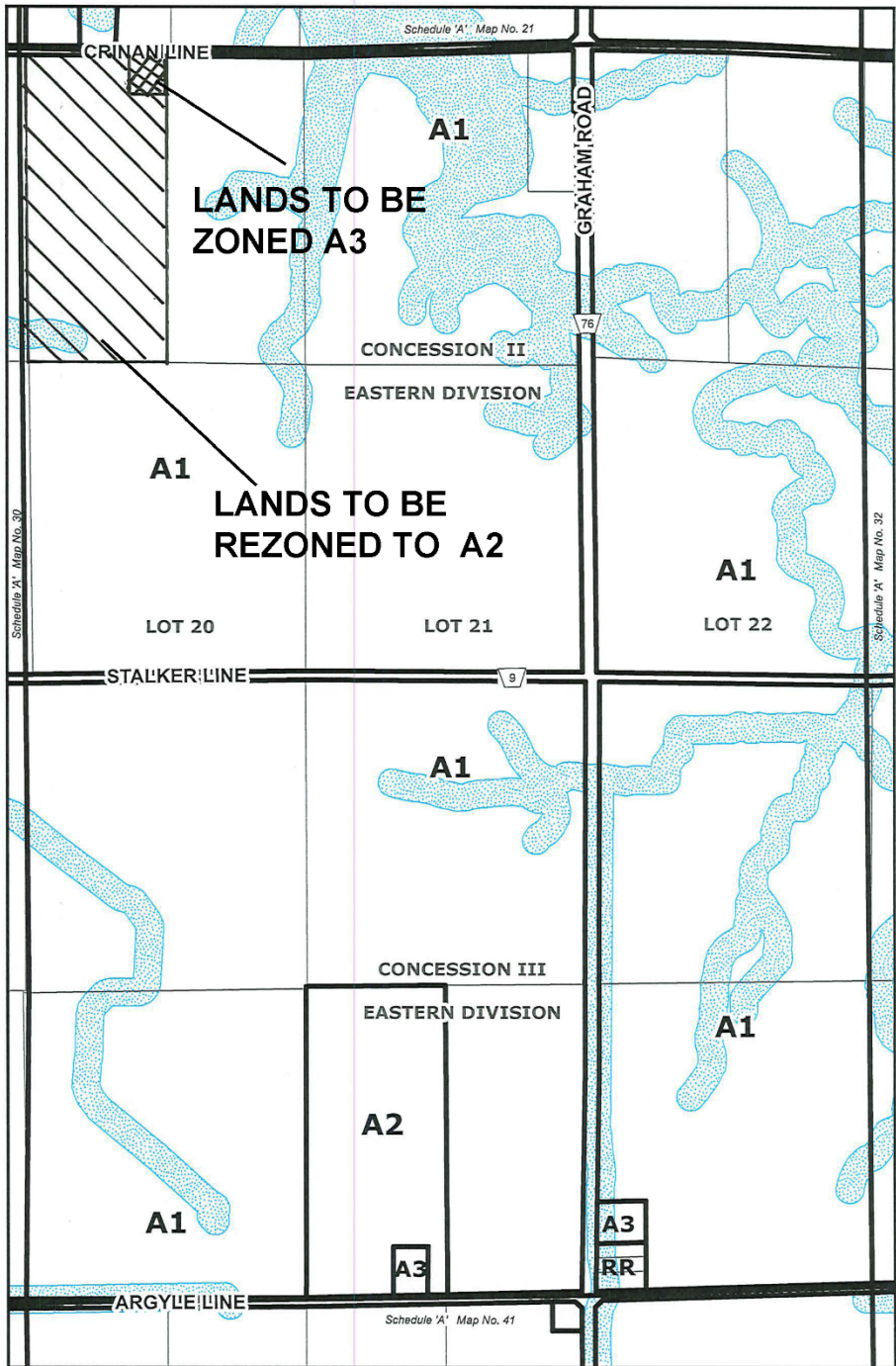
Now Therefore the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. That Schedule "A" Map No. 31 to By-law No. 2015-36, is hereby amended by changing the subject property from **General Agricultural (A1) Zone** to **Agricultural (A2) Zone** for those lands hatched, and from **Agricultural (A1) Zone** to **Restricted Agricultural, (A3) Zone** for those lands cross-hatched on Schedule "A" attached hereto and forming part of this By-law, being Pt. Lot 20, Concession 2 ED, 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 22nd day of May 2025.

Richard Leatham
Mayor

Terri Towstiuć
Clerk

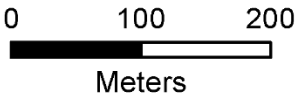


This is Schedule "A" to By-law No. 2025-27
passed on the 22nd day of May, 2025

MAYOR

CLERK

MUNICIPALITY OF WEST ELGIN
Comprehensive Zoning By-Law
2015-36 SCHEDULE 'A' MAP 31





MUNICIPALITY OF **West Elgin**

The Corporation of the Municipality of West Elgin

By-Law No. 2025-28

Being a By-Law to provide for drainage works on the McGill Branches of the McMillian Drain in the Municipality of West Elgin.

Whereas the Council of the Municipality of West Elgin has procured a report under Section 4 of the *Drainage Act, R.S.O. 1990*, as amended, for the improvement of the Sherman Drain; and

Whereas the report dated April 10, 2025, has been authored by J.M. Spriet of Spriet Associates Engineers and Architects and the attached report forms part of this By-Law; and

Whereas the estimated total cost of the drainage work is \$120,000.00; and

Whereas \$120,000.00 is the estimated amount being assessed to the Municipality of West Elgin; and

Whereas the Council of The Corporation of the Municipality of West Elgin is of the opinion that the drainage of the area is desirable;

Now therefore be it resolved that the Council of The Corporation of the Municipality of West Elgin pursuant to the *Drainage Act, R.S.O. 1990*, as amended, enacts as follows:

1. That the report dated April 10, 2025 and attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. That the Corporation of the Municipality of West Elgin may borrow on the credit of the Corporation the amount of \$120,000.00, being the amount necessary for the improvement of the drainage works. This project may be debentured.
3. The Corporation may issue debenture(s) for the amount borrowed less the total amount of:
 - a) grants received under Section 85 of the *Drainage Act*;

- b) monies paid as allowances;
 - c) commuted payments made in respect of lands and roads assessed with the municipality;
 - d) money paid under subsection 61(3) of the *Drainage Act*; and
 - e) money assessed in and payable by another municipality.
4. Such debenture(s) shall be made payable within 5 years from the date of the debenture(s) and shall bear interest at a rate not higher than 2% more than the municipal lending rates as posted by Infrastructure Ontario on the date of the sale of such debenture(s).
 5. A special equal annual rate sufficient to redeem the principal and interest on the debenture(s) and shall be levied upon the lands and roads as shown in the schedule and shall be collected in the same manner and at the same as other taxes are collected in each year for 5 years after the passing of this By-Law.
 6. For paying the amount being assessed upon the lands and road belonging to or controlled by the Municipality of West Elgin, a special rate sufficient to pay the amount assessed plus interest thereon shall be levied upon the whole rateable property in the Municipality of West Elgin in each year for 5 years after the passing of this By-Law to be collected in the same manner and at the time as other taxes collected
 7. All assessments of \$5,000.00 or less are payable in the first year in which assessments are imposed.
 8. That this By-Law comes into force and effect upon the final reading thereof.

Read a first and second time and provisionally adopted this 22rd day of May, 2025

Provisionally adopted this 22rd day of May, 2025.

Richard Leatham, Mayor

Terri Towstiuc, Clerk

Read for a third and final time this _____ day of _____, 2025.

Richard Leatham, Mayor

Terri Towstiuc, Clerk



MUNICIPALITY OF **West Elgin**

The Corporation of The Municipality of West Elgin

By-Law No. 2025-29

**Being a By-Law to confirm the proceedings of the Regular Meeting of
Council held on May 22, 2025.**

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 May 22, 2025, 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 22nd day of May, 2025.

Richard Leatham, Mayor

Terri Towstiuc, Clerk