



# **Municipality of West Elgin**

## **Agenda**

### **Council Meeting**

Date: July 17, 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](http://www.westelgin.net), when available (pending no technical difficulties).

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for July 17, 2025 as presented.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Adoption of Minutes

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Recommendation:

That West Elgin Council hereby adopt the Minutes of June 26, 2025 as presented.

5. Business Arising from Minutes

6. Staff Reports

6.1 Building

**6.1.1     Monthly Building Report, June 2024** **15**

Recommendation:

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

**6.2     Fire**

**6.2.1     Incident Report, 2024** **17**

Recommendation:

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

**6.2.2     Monthly Report, May & June 2025** **21**

Recommendation:

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

**6.3     Wastewater**

**6.3.1     OCWA - West Lorne Wastewater Treatment Plant Lagoon Spill** **25**

**7.     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

**8.     Notice of Motion**

**8.1 Councillor Sousa - Removal of "Surplus Land" Status, Port Glasgow Trail Park**

**To be read on August 14, 2025:**

WHEREAS West Elgin Resolution CM 2024-418 declared the lands known as Port Glasgow Trailer Park to be surplus to the needs of the municipality; And

WHEREAS West Elgin Resolution SCM 2025-36 received a Financial Assessment, presented by Daryl Abbs, Managing Partner, Watson & Associates Economists Ltd.; And

WHEREAS Resolution SCM 2025-36 provided direction to maintain ownership of Port Glasgow Trailer Park, directing staff to implement best practices and update service and use policies and procedures; Now

BE IT RESOLVED that West Elgin Council hereby remove the land known as Port Glasgow Trailer Park from the "Surplus Lands List".

**8.2 Councillor Sousa - Cost Estimate for Fencing, Miller Park Baseball Diamond**

**To be read on August 14, 2025:**

WHEREAS the existing baseball field at Miller Park lacks adequate fencing impacting the field's usability; And

WHEREAS a properly installed baseball fence will encourage community engagement, attract local organized baseball leagues and potentially provide long term revenue opportunities; Now

BE IT RESOLVED that West Elgin Council directs staff to bring back several cost estimates for installation of metal fencing around Miller Park baseball diamond.

**9. Council Inquires/Announcements**

Council opportunity for informal announcement and/or inquiries.

**10. Correspondence**

Recommendation:

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

**10.1 County of Elgin, Joint Annual Accessibility Status Report, 2023 & 2024**

28

10.2	Letter from Hon. Lisa M. Thompson (Rural Affairs) Re: Rural Ontario Development (ROD) Program	39
10.3	County of Elgin, Notice of Decision E 30-25	44
10.4	County of Elgin, Notice of Decision E 32-25	48
10.5	County of Elgin, Notice of Decision E 34-25	53
10.6	Watson & Associates, Development Charges Regulations, Proposed Updates	58
10.7	Elgin OPP 2024 Annual Report	63
	Elgin OPP Detachment Delegation will be received by West Elgin Council late Fall 2025.	
11.	<b>Items Requiring Council Consideration</b>	
11.1	<b>Notification Requirement for Liquor License - St. Elijah Orthodox Church</b>	85
	The Alcohol and Gaming Commission of Ontario requires applicants to notify the Municipality of any event that will occur within the municipal limits and will either sell or provide alcohol for their attendees.	
	Recommendation: That West Elgin Council hereby acknowledge receipt of the event notification from the St. Elijah Orthodox Church, for their event to be held on Sunday, August 4, 2024, as a requirement from the Alcohol and Gaming Commission of Ontario (AGCO).	
12.	<b>Upcoming Meetings</b>	
	<ul style="list-style-type: none"> <li>July 21 - Four Counties Transit Committee, 8:30am</li> <li>July 29 - Recreation Committee, 7:00pm</li> <li>August 13 - Bo Horvat Community Centre Board of Management, 9:00am</li> <li>August 14, Court of Revision, Dunborough Road Drain, 3:30pm</li> <li>August 14, Regular Council, 4:00pm</li> </ul>	

**13. Closed Session**

Recommendation:

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at \_\_\_\_\_ pm, to discuss three (3) 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.

1. Port Glasgow Trailer Park Contracts
2. Easement Contract
3. HR Contracts

**14. Report from Closed Session**

Clerk to provide Report from Closed Session.

**15. Confirming By-Law**

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Recommendation:

That By-law 2025-43 being a By-law to confirm the proceeding of the Regular Meeting of Council held on July 17, 2025, be read a first, second and third and final time.

**16. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_ to meet again at 4:00pm, on Thursday, August 14, 2025, or at the call of the Chair.



# **Municipality of West Elgin**

## **Minutes**

### **Council Meeting**

**June 26, 2025, 4:00 p.m.**

**Council Chambers**

**160 Main Street**

**West Lorne**

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

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

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#### **1. Call to Order**

Mayor Leatham called the meeting to order at 4:00 pm, followed by a few words, honouring the passing of Norma McPhail, wife of the late Mayor Duncan McPhail, and pillar to the West Elgin community. Mrs. McPhail was upstanding citizen who was involved in so many committees and local events, and her presence will be deeply missed by all.

On behalf of West Elgin Council and Staff, Mayor Leatham offered deepest condolences to the family of Mrs. McPhail, and held a moment of silence, in her honour.

**2. Adoption of Agenda**

**Resolution No. 2024- 200**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Sousa

That West Elgin Council hereby adopts the Regular Council Agenda for June 26, 2025 as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

**3.1 Councillor Sousa - Request for Support, Roots and Revival Festival 2025**

Member of the Roots & Revival Committee.

**3.2 Councillor Statham - Request for Support, Roots and Revival Festival 2025**

Member of the Roots & Revival Committee.

**4. Public Meeting**

**Resolution No. 2024- 201**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Sousa

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

**Carried**

**4.1 Engineers Report, dated April 29, 2025**

J.M. Spriet, Spriet Associates Engineering Ltd. advised Council that a petition was received from Mr. Aldred and Mr. Dymock, for a new drain to provide proper drainage to Mr. Aldred's land.

**Resolution No. 2024- 202**

**Moved:** Councillor Denning

**Seconded:** Councillor Sousa

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, as required, for the construction of the Municipal Drain known as Dunborough Road Drain, to be considered by Council following the Court of Revision; and

That the Court of Revision be scheduled for Thursday, August 14, 2025, at 3:30pm; and

That Council consider the provisional By-Law 2025-41, as presented in the By-Law portion of the agenda for a first and second reading.

**Carried**

#### **4.2 Landowner Comment**

Mr. Aldred advised no comment but understands this needs to be addressed to provide the required drainage to his land.

#### **4.3 Public Comment**

None.

#### **4.4 Council Comment**

Council asked Mr. Spriet about the municipal cost, due to the drain crossing Dunborough road. Mr. Spriet advised this will be assessed to and a cost of Elgin County, as this is a County road.

Mr. Spriet also advised this is a border road, and a representative from Dutton Dunwich will be required for the Court of Revision.

#### **4.5 Adjournment of Public Meeting**

**Resolution No. 2024- 203**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

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

**Carried**

### **5. Presentation of Senior of the Year Award**

Council nominated Mr. Bill Graham for the 2025 Ontario Senior of the Year Award. Mayor Leatham presented Mr. Graham with the award, along with a



summary of Mr. Graham's many achievements and contributions to the community. Councillor Denning presented Mr. Graham with a separate award on behalf of Premier Doug Ford and MPP Rob Flack, also highlighting Mr. Graham volunteer contributions to the community.

Mr. Graham thanked Council for the recognition, followed by a few words of gratitude for the community.

**6. Adoption of Minutes**

**Resolution No. 2024- 204**

**Moved:** Councillor Denning

**Seconded:** Councillor Statham

That West Elgin Council hereby adopt the Minutes of June 12, 2025 (Regular Meeting) and June 23, 2025 (Special Meeting) as presented.

**Carried**

**7. Business Arising from Minutes**

None.

**8. Staff Reports**

**8.1 Planning**

**8.1.1 Severance Application E36-25 – Comment to Elgin County**

**Resolution No. 2024- 205**

**Moved:** Councillor Statham

**Seconded:** Councillor Denning

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E36-25 – Comments to Elgin County (Planning Report 2025-15).

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E-36-25, subject to the Lower-Tier Municipality conditions in Appendix One of this report;

And further that West Elgin Council directs administration to provide this report as Municipal comments to the County of Elgin.

**Carried**

## **8.2 Infrastructure and Development**

### **8.2.1 2025 Line Painting Tender Results**

#### **Resolution No. 2024- 206**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That West Elgin Council hereby receives the report from Dave Charron, Manager of Infrastructure and Development; and

That West Elgin Council hereby approves the tender amount of \$58,581.00 plus applicable taxes from RanN Maintenance of Guelph ON for line painting services.

**Carried**

### **8.2.2 Monthly Report, April and May, 2025**

#### **Resolution No. 2024- 207**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Sousa

That West Elgin Council hereby receives the report from Dave Charron, Manager of Infrastructure and Development, for information purposes.

**Carried**

## **8.3 Community Services/Clerk**

### **8.3.1 Request for Support, Roots and Revival Festival 2025**

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

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

#### **Resolution No. 2024- 208**

**Moved:** Councillor Denning

**Seconded:** Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Terri Towstiuc, Manager of Community Services/Clerk Re: Roots & Revival Festival, July 18-20, 2025, Requests to Council; And

That Council hereby approve the laneway closure for the municipal “laneway” that runs from Munroe Street to Main Street (West Lorne); And

Further that Council approve the use of the sound equipment for the festival; And

Further that Council approve the use of the parking lot located at the Bo Horvat Community Centre, for the Firefighters Barbeque, and supply of picnic tables and waste receptacles; And

Further that Council approve the concept of the mural(s), to be painted on the bay doors of the West Lorne Fire Department;

Further that Council approve a donation of up to \$3,000 for paint supplies for the painted murals; And

Further that Council deny the request for use Municipally owned pulled behind cherry picker style equipment.

**Carried**

### **8.3.2 Request from Recreation Committee Re: Cash Payment for Canada Day Performers**

**Resolution No. 2024- 209**

**Moved:** Councillor Sousa

**Seconded:** Councillor Statham

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

That Council hereby approve the request for cash payments, \$175.00 total, for compensation for the musical performers for the Canada Day Celebration event, to be held on July 1, 2025; And

That Council direct staff to use the funds allocated from the Federal Canada Day Grant and the Municipal Budget.

## **8.4 Corporate Services/Finance**

### **8.4.1 West Elgin Water Consumption Adjustments**

#### **Resolution No. 2024- 210**

**Moved:** Councillor Statham

**Seconded:** Councillor Sousa

That West Elgin Council hereby receives the report from M. Badura, Manager of Corporate Services – Treasurer re: West Elgin Water Consumption Adjustments for information:

And that West Elgin Council directs staff to draft a report to the Tri-County Water Board for the approval to proceed.

**Carried**

## **9. Committee and Board Reports or Updates**

No Updates.

## **10. Notice of Motion**

None Received.

## **11. Council Inquires/Announcements**

Deputy Mayor Tellier gave an update and reminder for the Canada Day events to take place on July 1, including free swimming at the public pool in Rodney and may events at Miller Park in West Lorne. The Lions will have a food truck and Sweet Treats ice cream truck.

Councillor Sousa provided an update on Roots & Revival, thanking Council and the community for their support, advising that they are \$500 away from their funding goal.

Councillor Denning provided an update from the previous evening's Economic Development Committee's meeting, indicating that the committee will be recruiting for one more member, and looking in to grant opportunities through Rural Economic Development programs.

## **12. Correspondence**

12.1 Elgin County, Economic Development Update, Summer 2025

12.2 EMO St. Clair Sector Update, June 2025

12.3 County of Elgin, Updates on Bills 5, 17 and 30

**Resolution No. 2024- 211**

**Moved:** Councillor Statham

**Seconded:** Councillor Sousa

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

**Carried**

**13. Items Requiring Council Consideration**

**13.1 Letter dated June 10, 2025 from Elgin County Office of the Warden  
Re: Community Safety and Well-Being Review and Update**

**Resolution No. 2024- 212**

**Moved:** Councillor Sousa

**Seconded:** Councillor Denning

That West Elgin Council hereby acknowledge receipt of the Elgin County, Community Safety and Well-Being Review and Update; And

That in accordance with Ontario Regulation 414/23, Council hereby approve the Community Safety and Well-Being Review and Update, as presented.

**Carried**

**14. By-Laws**

**14.1 2025-41, Dunborough Road Drain Provisional**

**Resolution No. 2024- 213**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That By-law 2025-41, being a By-Law to provide for drainage works on the Dunborough Road Drain in the Municipality of West Elgin, be read a first and second time, and provisionally adopted.

**Carried**

**15. Closed Session**

**Resolution No. 2024- 214**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Statham

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 5:08 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 negotiation carried on or to be carried on by or on behalf of the municipality of local board (Port Glasgow Trailer Park Contracts).

**Carried**

**16. Report from Closed Session**

Report from Closed Session at 5:39pm.

West Elgin Council went into Closed Session for discuss one matter pursuant to Section 239 (2)(k) of the *Municipal Act*, for the purpose of plans and instruction for negotiations of Port Glasgow Trailer Park contracts. Administrative direction was provided to staff.

**17. Confirming By-Law**

**Resolution No. 2024- 215**

**Moved:** Councillor Statham

**Seconded:** Councillor Sousa

That By-law 2025-42 being a By-law to confirm the proceeding of the Regular Meeting of Council held on June 26, 2025, be read a first, second and third and final time.

**Carried**

**18. Adjournment**

**Resolution No. 2024- 216**

**Moved:** Deputy Mayor Tellier

**Seconded:** Councillor Denning

That the Council of the Municipality of West Elgin hereby adjourn at 5:40 to meet again at 4:00pm, on Thursday, July 17, 2025, or at the call of the Chair.

**Carried**

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Richard Leatham, Mayor

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Terri Towstiuc, Clerk



MUNICIPALITY OF  
**West Elgin**

**Staff Report**

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**Report To:** Council Meeting  
**From:** Corey Pemberton, Chief Building Official  
**Date:** 2025-06-19  
**Subject:** Building Department Summary Report – January 2025

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**Recommendation:**

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

**Purpose:**


The purpose of this report is to provide Council with a summary of Building Department activities for the month of June 2025.

**Background:**

Please see attached Summary Report.

Respectfully submitted by,

*Corey Pemberton, CBO*

 <b>MUNICIPALITY OF West Elgin</b>				Municipality of West Elgin			
				Permit Comparison Summary			
				Issued For Period June 2025			
Current Year to Date 2025				Previous Year to Date 2024			
PERMIT CATEGORY	PERMIT COUNT	FEE	COST OF CONSTRUCTION	PERMIT CATEGORY	PERMIT COUNT	FEE	COST OF CONSTRUCTION
Accessory structures	9	2,267	460,500	Accessory structures	9	15,981	1,024,470
Agricultural	3	6,740	800,000	Agricultural	6	9,824	1,315,000
Change of Use				Change of Use			
Commercial				Commercial	1	2,900	213,300
Demolition	6	850	45,000	Demolition	1	160	60,000
Heating				Heating			
Industrial Building	1	466	45,000	Industrial Building			
institutional Building	2	32,920	2,550,000	institutional Building			
Miscellaneous				Miscellaneous	1	160	20,000
Plumbing				Plumbing	1	350	15,000
Pools	2	340	3,000	Pools	2	160	92,000
Residential Building	29	86,388	13,423,116	Residential Building	13	29,671	6,567,390
Sewage System	13	6,840	238,700	Sewage system	8	3,720	207,000
Signs				Signs	2	660	23,000
Combined Use				Combined Use			
<b>TOTAL</b>	<b>65</b>	<b>136,811</b>	<b>17,565,316</b>	<b>TOTAL</b>	<b>44</b>	<b>63,586</b>	<b>9,537,160</b>

Current Year 2025				Previous Year 2024			
TOTAL PERMIT ISSUED		65			44		
TOTAL DWELLING UNITS CREATED		37			18		
TOTAL PERMIT VALUE		17,565,316			9,537,160		
TOTAL PERMIT FEE		136,811			63,586		
TOTAL INSPECTION COMPLETED(YTD)		448			415		

June 2024 Compared to June 2025							
Current Year 2025				Previous Year 2024			
	PERMIT COUNT	FEE	COST OF CONSTRUCTION		PERMIT COUNT	FEE	COST OF CONSTRUCTION
Accessory structures	1	180	5,000	Accessory structures	3	557	72,000
Agricultural	2		15,000	Agricultural	1	393	213,000
Change of Use				Change of Use			
Commercial				Commercial		2,900	
Demolition		170		Demolition	1	160	60,000
Heating				Heating			
Industrial Building				Industrial Building			
institutional Building	1	420	50,000	institutional Building			
Miscellaneous				Miscellaneous			
Plumbing				Plumbing			
Pools				Pools	1		68,000
Residential Building	9	29,887	5,412,300	Residential Building	5	4,890	1,857,000
Sewage System	5	2,280	126,000	Sewage System	2	560	95,000
Signs				Signs			
Combine Use				Combined Use			
<b>TOTAL</b>	<b>18</b>	<b>32,937</b>	<b>5,608,300</b>	<b>TOTAL</b>	<b>13</b>	<b>9,460</b>	<b>2,365,000</b>





## Staff Report

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**Report To:** Council Meeting  
**From:** Jeff McArthur, Fire Chief  
**Date:** 2025-07-17  
**Report:** 2025-08  
**Subject:** Incident Summary for 2024

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### **Recommendation:**

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

### **Purpose:**

To provide Council a summary of the Emergency Incidents/Fire Calls that the Fire Department responded to in 2024.

### **Background:**

2024 provided another active year of incident response for the West Elgin Fire Department, which highlights the ongoing dedication and commitment of our complement of on call firefighters.

Included in this report is the Totals by Type reporting that shows the type of incidents and % each incident types represent of all calls. A summary of more frequent incident types by percentage is below.

Incident Type	% of Total
Fire	6
Alarms Sounding	12
Medical	36
MVC/Rescue	16
Public Hazard	8
Other	22

The average number of responding personnel reflects the firefighters who responded to the scene in an apparatus. While not reflected in this specific report, we are fortunate to often have several additional firefighters respond to the hall(s) and are ready to respond to other emergencies or complete tasks at the station while there.

**Year-by-Year Comparison of Total Incidents:**

Year	Total Incidents
2024	142
2023	132
2022	104
2021	122
2020	101

**Incidents outside of West Elgin:**

Dutton Dunwich	4	Mutual Aid
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**Fire Loss/Saved:**

Estimated Loss	\$736,500
Estimated Property Saved	\$613,000

**Comment:**

The West Elgin Fire Department once again demonstrated their dedication to the residents and visitors to the municipality. Firefighters responded to a wide variety of emergency incidents in 2024 with professionalism, while committed to conserving property and protecting lives.

Respectfully submitted,

Jeff McArthur, Fire Chief

## Report Approval Details

Document Title:	Incident Summary for 2024 - 2025-08-Fire.docx
Attachments:	- 2024 Totals by Type.pdf
Final Approval Date:	Jul 11, 2025

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

Robin Greenall

# Municipality of West Elgin Fire Department

22413 Hoskin Line, RR 1  
Rodney ON N0L 2C0  
PH : 519-785-0771 FAX : 519-785-0644

## Totals by Type From Jan 1 24 to Dec 31 24

Response Type		# of Incidents	% of total	Staff Hours	Average # of Responding Personnel	\$ Loss
01	Fire	8	5.63	267 h 16m	11.4	736,500
03	NO LOSS OUTDOOR fire (se...	5	3.52	124 h 43m	7.8	\$ Saved: 613,000
21	Overheat (no fire, e.g. engines,...	1	0.70	52 h 14m	16.0	
23	Open air burning/unauthorized...	5	3.52	21 h 5m	4.6	
24	Other Cooking/toasting/smoke...	1	0.70	3 h 3m	6.0	
29	Other pre fire conditions (no fi...	2	1.41	14 h 32m	6.0	
31	Alarm System Equipment - M...	3	2.11	43 h 19m	7.3	
32	Alarm System Equipment - Ac...	6	4.23	15 h 38m	4.0	
34	Human - Perceived Emergency	4	2.82	43 h 19m	9.5	
37	CO false alarm - perceived em...	3	2.11	14 h 39m	6.3	
38	CO false alarm - equipment m...	1	0.70	4 h 24m	6.0	
41	Gas Leak - Natural Gas	1	0.70	21 h 48m	9.0	
45	Spill - Gasoline or Fuel	1	0.70	12 h 44m	4.0	
50	Power Lines Down/Arcing	5	3.52	71 h 31m	8.8	
53	CO incident, CO present (exc f...	3	2.11	25 h 35m	6.0	
57	Public Hazard no action requi...	2	1.41	11 h 47m	8.5	
61	Vehicle Extrication	3	2.11	69 h 57m	12.7	
62	Vehicle Collision	19	13.38	165 h 38m	9.5	
69	Other Rescue	1	0.70	5 h 52m	10.0	
702	CPR administered	3	2.11	21 h 46m	6.3	
71	Asphyxia, Respiratory Condit...	1	0.70	4 h 6m	6.0	
84	Medical Aid Not Required on ...	1	0.70	1 h 15m	5.0	
85	Vital signs absent, DOA	6	4.23	31 h 56m	5.7	
88	Accident or illness related - cu...	8	5.63	30 h 29m	4.8	
898	Medical/resuscitator call no ac...	14	9.86	20 h 42m	3.6	
89	Other Medical/Resuscitator Call	18	12.68	60 h 34m	5.3	
910	Assisting Other FD: Mutual Aid	1	0.70	8 h 40m	5.0	
93	Assistance to Other Agencies (...)	1	0.70	10 h 27m	4.0	
96	Call cancelled on route	13	9.15	0 h 28m	0.1	
97	Incident not found	2	1.41	2 h 12m	2.0	
<b>Total Number of Responses</b>		<b>142</b>		<b>1,181 h 39m</b>	<b>6.2</b>	<b>736,500</b>
						<b>\$ Saved: 613,000</b>



## Staff Report

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**Report To:** Council Meeting  
**From:** Jeff McArthur, Fire Chief  
**Date:** 2025-07-17  
**Subject:** Monthly Report for May, June 2025

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### **Recommendation:**

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

### **Purpose:**

To provide Council with an update on fire department activities in the months of May & June 2025.

### **Background:**

#### **Emergency Responses**

Fire	1
Fire – no loss outdoor	2
Authorized burning – complaint	1
Alarms Sounding	4
Motor Vehicle Collison (MVC)	2
Water Rescue	1
Medical Assist	8
Public Hazard – Gas Leak	1
Rescue – services not required upon arrival	1
Call cancelled on route	5
Incident Not Found	1
TOTAL	27

#### **Training & Meetings**

Department topics included incident and operational guideline review, pumper & hydrant operations, and a joint session with Dutton and Southwold Fire at the OFM Mobile Live Fire Training Unit.

WEFD added a second apparatus & equipment check per month, to ensure readiness of all equipment.

Members attended NFPA 1006 Auto Extrication in Malahide and supported the course with equipment and tools.

Seven new recruits and one existing member have graduated from the NFPA 1001 Firefighter Recruit Class, through the Elgin-Middlesex Regional Fire School.

The Fire Chief attended a County Chiefs meeting and a quarterly CEMC meeting.

An officers meeting was held, with budget and operations discussed.

### **Fire Prevention**

Attended public education events including at the Rodney Cruise In, Lakewood RV Park and the Kiwanis Club of West Lorne's kite flying event.

Participated in events at the WECHC including a Senior's Lunch, and cooking classes.

Assisted Dutton Fire at a Summer Fair at Bobier Villa and at the Progressive Safety Day for children in Wallacetown.

Public Relations events included the West Lorne Optimist's Mother's Day Road Race, and a championship parade escort for the Comets.

### **Other Activities/Information**

Probationary firefighter recruitment for the West Lorne Station is planned for the summer.

Mould remediation of a small area in the basement training room in West Lorne has been completed. Next steps include a closer look at the building foundation and drainage.

Staff received approval for the Provincial Fire Protection grant, focused on cancer prevention, for extractor/laundry room ventilation at each station. This project is underway.

The County Fire Chiefs are discussing options regarding Hazardous Materials response agreements, as there are currently no formal agreements within Elgin County.

WEFD sent a draft automatic aid agreement for response area south of Wardsville to the Southwest Middlesex Fire for review.

### **Financial Implications:**

There are no financial implications associated with this report.

**Policies/Legislation:**

None.

**Alignment with Strategic Priorities:**

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

Respectfully submitted by:

Jeff McArthur,  
Fire Chief

**Report Approval Details**

Document Title:	Monthly Activity Report - May, June 2025 - 2025-07-Fire.docx
Attachments:	
Final Approval Date:	Jul 11, 2025

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

Robin Greenall



## West Lorne Wastewater Treatment Lagoon Spill

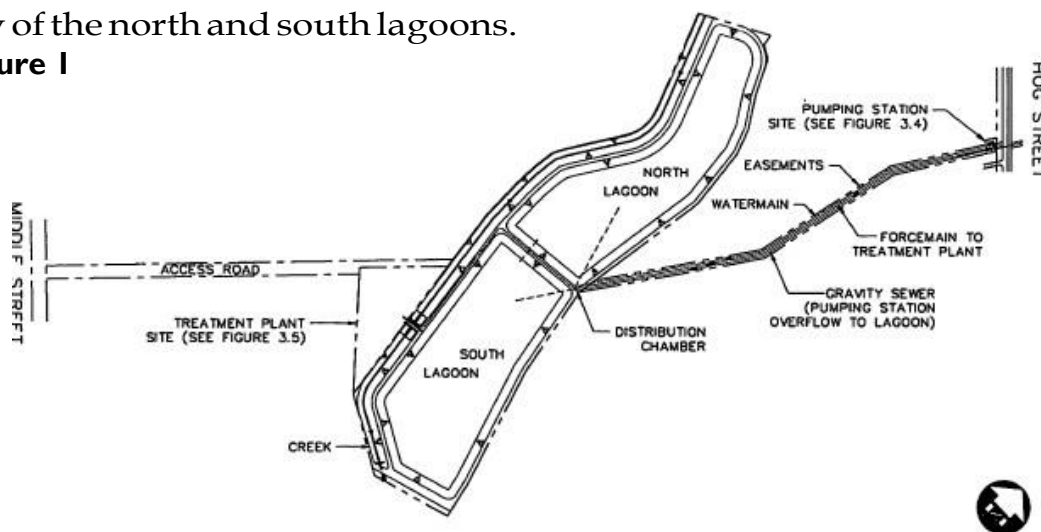
June 25<sup>th</sup>, 2025

Prepared by: Ontario Clean Water Agency

### West Lorne Wastewater Treatment Plant Overview

The West Lorne Wastewater Treatment Plant (WWTP) is an extended aeration facility, which consists of: grit removal and screening, extended aeration, settling, phosphorus removal, filtration and UV disinfection (seasonal). Sludge is directed to the north lagoon for storage and settling. The south lagoon is used for additional storage, as required. Decant liquid off the south lagoon is returned to the influent of the plant for treatment via the scum pump. A valve interconnecting the north and south lagoon is available to equalize but remains closed. Figure 1 below is an overview of the north and south lagoons.

**Figure 1**



### Cause

A breach of the south lagoon berm was identified on May 25<sup>th</sup>, 2025. The spill event was estimated to have begun on May 18<sup>th</sup> and was flowing at approximately 4L/s. It is estimated that a total of 3,000m<sup>3</sup> of lagoon contents were discharged as a result of the spill. The onsite lagoon system spilled due to filling after excess snow melt and rain accumulation, which caused damage to the berm on the southwest corner.

Additionally, the north and south lagoon interconnect valve was opened which may have been a contributing factor to the spill event. The interconnect was opened on May 12<sup>th</sup> (closed on May 23<sup>rd</sup>) as the level in the north lagoon, which does not have decant capabilities, had reached capacity. Contents of the lagoon breached the damage berm and spilled onto the ground before migrating to the adjacent Municipal Zoller Drain. This lagoon is used for storage only, as required. The southwest corner of the south lagoon has been identified as a low point and remediation efforts were previously initiated in 2018. Based on the system drawings, the maximum level of the lagoons is 118 inches measured at the chamber. Additionally, the operating levels of the lagoon, as per the drawings, is between 24 and 79.2 inches.

Operations staff measured the south lagoon on May 19<sup>th</sup> and recorded a value of 91 inches. This level, based on visual inspections at the chamber and the maximum

lagoon level, should not have been problematic however, given the elevation of the southwest corner it has been determined that the level in the lagoon cannot exceed 78 inches.

The WWTP utilizes the lagoon outlet structure to allow supernatant to be returned to the treatment plant to ensure adequate storage in the lagoons and safe operating levels. In the fall of 2024, it was identified that the scum pump, which directs the supernatant to the headworks, required extensive repairs. On May 16<sup>th</sup>, approval was granted to proceed with the required maintenance. During this time, an alternate pump was put in place however, the pumping capacity is unable to output the desired flow rate and thus rapidly reduce the lagoon levels.

## Immediate Corrective Actions

On May 25<sup>th</sup> a sample of the lagoon contents was collected in accordance with regulatory requirement. The results are outline below in Table 1. On May 27<sup>th</sup>, remediation of the berm was completed by the Municipality of West Elgin. Operations staff at the West Lorne WWTP are continuing to monitor the decant process to ensure the lagoon levels are adequately maintained. A new scum pump has been purchased and was installed on June 17<sup>th</sup>, 2025.

Table 1. Lagoon Sample Results

	<b>*Procedure F-5-1 Effluent Guidelines</b>	<b>Lagoon Spill Results</b>
<b>BOD (mg/L)</b>	30	12
<b>TSS mg/L)</b>	40	58
<b>TP mg/L</b>	-	0.08
<b>TKN mg/L</b>	-	1.6

\*Determination of Treatment Requirements for Municipal and Private Sewage Works Discharging to Surface Waters, annual average

The above sample results indicate that the water in the south lagoon is of good quality and posed no threat to the receiving waters. The total suspended solids concentration was elevated however, this was due to the nature in which the sample was collected and sediment being obtained during collection.

## Long Term Corrective Actions

Operations staff at the West Lorne WWTP are actively monitoring the decant process to ensure the lagoon levels are adequately maintained. Additionally, a standard operating procedure was developed for lagoon operation. The purpose of the standard operating procedure is to clearly define the monitoring requirements, the operational levels required to be maintained and decant operations. A lagoon weekly inspection

sheet was also created to formally document and track the weekly inspections. The capital repairs to the scum pump will also ensure adequate supernatant can be returned to the plant to maintain lagoon levels.

## Conclusion

Operations staff at the West Lorne WWTP are committed to the safe and environmentally sustainable operation of the north and south lagoons. Additional training has been provided to the operations staff responsible for the operation and maintenance of the treatment plant, specifically the lagoons, to further reinforce the importance of routine monitoring and inspections of the lagoons.



# Joint Annual Accessibility Status Report 2023/2024

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A summary of Elgin County and its Local Municipal Partners accomplishments towards  
inclusion and accessibility in 2023 and 2024

## **Elgin County and Local Municipal Partners Joint Annual Accessibility Status Report 2023 and 2024**

### **Objectives and Purpose**

This is the County of Elgin and its Local Municipal Partners (LMPs) Annual Accessibility Status Report update. In 2015, Elgin County released its second Multi-Year Accessibility Plan, in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) and the Integrated Accessibility Standards Regulation (Ontario Regulation 191/11). The plan outlined the County's strategy to prevent and remove barriers to accessibility, which includes how to meet requirements under the AODA.

In 2021, the County released its first Joint Multi-Year Accessibility Plan (MYAP), which includes the County of Elgin and its seven Local Municipal Partners' accessibility progress, goals and timelines for the next five years. As a result of the MYAP becoming a joint effort, it allowed the Annual Accessibility Status Reports to become streamlined and collaborative rather than requiring each LMP to create their own.

This Status Report includes the accessibility initiatives that were completed in 2023 and 2024 to implement the strategy outlined in the Joint Multi-Year Accessibility Plan.

The purpose of this Status Report is to make the public aware of Elgin County and its LMPs' progress with accessibility implementation and to prevent and remove barriers and meet requirements under the AODA and IASR.

### **Compliance Reporting**

For the 2023 report, Elgin County was able to claim compliance and continues to work on maintaining web compliance and document accessibility. Any LMPs who claimed non-compliance are working with the Ministry for Seniors and Accessibility to ensure compliance is achieved.

### **Commitment Statement**

The County of Elgin and its LMP's statement of commitment establishes the vision and goals for the Municipalities to meet the legislated accessibility requirements. The statement of commitment is publicly available on the County website, accessibility policy and Joint MYAP.

The County of Elgin and its LMPs are committed to identifying, eliminating and preventing barriers and improving accessibility for people with disabilities in a manner that respects dignity, independence, integration and equal opportunity.

The County of Elgin and its LMPs recognize the diverse needs of all of our residents and customers and will respond by striving to provide goods, services and facilities that are accessible to all.

The County of Elgin and its LMPs are committed to being responsive to the needs of all of our residents and employees. In order to meet the needs of people with disabilities the Municipalities will:

- Ensure policies address dignity, independence, integration and provide for equal opportunity for people with disabilities
- Allow people with disabilities to use their own personal devices to obtain, use or benefit from the services offered by the County and LMPs
- Accommodate the accessibility needs of people with disabilities to ensure they can obtain, use, or benefit from the County and LMPs goods, services, programs and facilities
- Communicate with people with disabilities in a manner that is considerate of the person's disability

The County of Elgin and its LMPs will promote accessibility by ensuring that compliance is met for all regulations made under the Accessibility for Ontarians with Disabilities Act, 2005. In order to ensure that timelines are met, The County and its LMPs will establish, implement and maintain a Joint Multi-Year Accessibility Plan. The plan will outline the County and its LMPs strategy to prevent and remove barriers to people with disabilities. The plan will be updated on an ongoing basis, as needed, to ensure it remains current and aligns with the IASR.

### **Continuous Achievements in Accessibility**

- The County of Elgin and its LMPs focus on removing barriers which may exist in our buildings and facilities, while ensuring that new buildings, leases, and renovations do not create any new barriers
- Elgin County/Central Elgin Joint Accessibility Advisory Committee continues to meet and review accessibility initiatives
- The County of Elgin and its LMPs continue to comply with the requirements of the *Integrated Accessibility Standards Regulation* including continuing to train staff, volunteers and third parties who interact on behalf of the Municipalities on an ongoing basis
- All library branches continue to provide accessible materials and communication supports upon request. In addition, the libraries have several accessible materials and resources available including but not limited to: large print books, audio books, CELA Library loan access, electronic materials with zoom features, hand-held magnifiers as well as ZoomText with large print keyboards
- Continue to review customer feedback and take appropriate action
- The County of Elgin and its LMPs are continuously looking into new accommodation options for people with disabilities
- Use of technology such as eScribe to ensure that Council agendas and minutes are completely accessible as well as maintaining website compliance achieved
- Continue to explore and monitor potential funding opportunities for the built environment relating to accessibility under the Enabling Accessibility

Fund, Ontario Trillium Foundation, Canadian Tire Jumpstart and Investing in Canada Infrastructure Program.

## **Highlights of 2023 and 2024**

### **The County of Elgin accomplished the following in 2023/2024:**

- Completed the County Administration Building elevator update that includes 2 new elevators compliant with all AODA requirements that provide access to all floor levels for staff, tenants and the public
- Completed the Terrace Lodge Redevelopment project that included designs to support accessibility requirements and likely exceeding those requirements
- Reviewed and provided recommendations for the accessible off-street parking in the back and front parking lots at the County Administration Building to ensure it is compliant with the IASR requirements for accessible parking spaces
- Obtained approval from Council for the Joint Diversity, Equity and Inclusion Plan 2024-2026
- Redeveloped the Elgin County website (including for Library, Tourism, Economic Development, and Homes) to ensure full compliance with the WCAG 2.0 Level AA requirements
- Updated the Accessibility Policy, Emergency Response Policy, and Accommodations Policy to meet best practices
- Plan for adoption of more accessible Library front-end catalogue software, with implementation in 2025.
- Received approval for projects under provincial Inclusive Community Grants Program to support the creation of accessible, age-friendly outdoor leisure and reading spaces at Straffordville Library, West Lorne Library, Elgin County Heritage Centre and Terrace Lodge, as well as accessible exterior book drops at Straffordville and Dutton Libraries.
- Launch of the library mobile service to long-term care residents and staff in Terrace Lodge and Elgin Manor.
- Hosted a Fireside Chat with London Deputy Mayor Shawn Lewis, London's first openly gay member of city council at the Belmont Library
- Libraries participate in the Indigenous Reads program annually and Dutton library staff led a reading in Dutton on September 30th as part of National Truth and Reconciliation Day.
- Participation in MI Understanding and MI Friends children's mental health support programs.
- Monthly visits and partnership with Oneida Friendship Resource Centre.
- Preparation of booklists, collection support resources and promotional materials for inclusive activities and events such as Black History month, International Women's Day, Alzheimer Awareness month,

National Seniors' month, Movember for Men's Health, and Pride months.

- Chair yoga at Springfield and Belmont libraries
- Dementia Friendly training through Alzheimer Society Southwest Partners – To all staff as part of staff development day and further training / public awareness sessions unfolding within each library branch
- Libraries hired a student to undertake an IDEA audit of the Library's physical collection through Young Canada Works. Project entails an audit of approximately a thousand published items to determine on-going suitability for the collection. Assessment criteria includes identification of the main character(s), author, and content, as well as the use of appropriate subject headings and as reviewed against several diversity measures.
- Development of "Healthy Brain Kits" collection to support all levels of brain health and in partnership with the Alzheimer Society Southwest Partners.
- Refresh and repackaging of the Library's Literacy collection. The Adult collection is complete, and the Juvenile collection is expected to be completed in early 2025.
- Continued ordering and purchasing of "Wonderbooks", Yoto Cards and Yoto Bundles, and decodable books to support children's learning to read and the joy of reading with these pedagogies.
- Launch of mural "Oneida Settlement Journey, 1840" at Elgin County Heritage Centre, June.
- County Council adoption of comprehensive revisions to the Museum's Collections Management Policy which formally affirms the Museum's commitment to diversity, equity, inclusion and Indigenous rights.
- St George Street – enhanced 3 crosswalks to confirm to AODA incl. tactile warning plates and line painting, separated existing sidewalk from roadway with 1.5m landscape boulevard to increase public safety perception and steel beam guiderail due to public concerns regarding safety
- East Road PXO – Awarded contract for the design and construction of a Level 2 – Type 'B' accessible crosswalk and new sidewalk to link NE Port Stanley with Downtown amenities to remove the need for a vehicle and promote active transportation

**Elgin County / Central Elgin Joint Accessibility Advisory Committee (JAAC)  
reviewed and provided consultation on:**

- The updates made to the Accessibility Policy, Emergency Response Policy, and Accommodations Policy



- The updates to the Accessibility Content Style and Design Guide and Creating Accessible Documents Guide
- The updates made to the Town of Aylmer's Willow Run recreational trail, the Township of Malahide's reconstruction of the accessible ramp and additional parking spaces at the Municipal Building, and the Municipality of West Elgin's addition of on-street accessible parking spaces in Rodney
- The concern regarding snow removal in parking lots
- Recommendation made to ensure snow removed is not placed in accessible parking spaces and instead put in a non-accessible space or off-site
- The construction project for the East Road Multi-Use Pathway in Port Stanley
- The JAAC planned and co-hosted the AccessAbility Open House with the City of St. Thomas on September 28, 2023 at the Memorial Arena and again on June 1, 2024 at the Joe Thornton Community Centre.

**The Municipality of Bayham accomplished the following in 2023/2024:**

- Continued making changes to the municipal website to ensure compliance with the WCAG 2.0 Level AA requirements
- Tendering and start of construction on Marine Museum accessibility upgrades
- Design and permitting for accessible canoe/kayak launch

**The Municipality of Central Elgin accomplished the following in 2023/2024:**

- Joint Accessibility Advisory Committee (JAAC) reviewed the updated terms of reference in 2024
- Website provides accessibility function and has an accessibility feedback form
- Continue to promote e-transfer payment options for residence
- Provide accommodations on job postings, providing alternative meeting spaces to accommodate candidates and alternative work arrangement to accommodate employees
- Continue to maintain programs already established in External Pathways Recreational Trails, Play Spaces, Off-Street Parking and Rest Rooms
- Continue to look for and advance upon funding opportunities, re-applied to the Green Infrastructure Community Building Grant (GICB)
- Conducted building conditions assessment on Municipal owed building which included an accessibility component
- Continue to service residents and provide accommodations when requested

- Ensures that all Council materials receive an accessibility review via Adobe Pro before publishing Agendas.
- Continues to ensure closed captioning for all live-streamed meetings.
- Provides opportunities for community members to be heard and participate in decision-making processes, such as JAAC.
- Offer car-side Commissioner of Oaths for individuals who aren't able to easily access the municipal office.
- Recognize Truth and Reconciliation Day and encourage staff to participate in educational opportunities.

**The Municipality of Dutton Dunwich accomplished the following in 2024:**

- Accessible ramp and railing and new accessible entrance doors at town hall was completed in the spring.
- Completion of a new website with a citizen portal for residents to complete municipal business 24/7.
- Reapplied to the 2023-2024 Enabling Change Program Grant (small projects component) to fund an accessible service counter.
- Implemented a Diversity, Equity, and Inclusion Policy with education for all employees.
- Working with the County to create an additional accessible parking spot at the main accessible entrance on Currie Road (County owned road).
- Accessible counters, sinks, and faucets installed in the public washroom at the Municipal Office.
- Fully accessible Service Ontario service counter completed.
- Accessible staff lunchroom and kitchen completed.
- Successfully continue to digitize our TOMRMS filing system so employees can access any files should they need to work from home if an accommodation is required.
- Accessible sidewalks/tactile plates installed on: Mary Street from McIntyre Street to Nancy Street. Partial sidewalk replacement on Leitch Street at the intersection of Mary Street.
- Partial sidewalk replacement on Marsh Line. There are no tactile plates as no intersection is involved
- 2 Baseball Diamonds have accessible benches and access to fields, including on field that had accessible bleachers

**The Town of Aylmer accomplished the following in 2023/2024:**

- Reviewed recruitment/ candidate pool generation existing and best practices to increase diversity of job applicants and new staff hired.

- Provided opportunities for community members to be heard and participate in decision-making processes through public engagement aimed at engaging a diverse community. The goal to improve collaboration with diverse community members and organizations in Aylmer.
- Held Community Round Table on Old Town Hall, and 2025 Budget Process
- Established Old Town Hall Advisory Committee to leverage stakeholder insights on increasing the facilities usage.
- Establishment of a corporate communication policy (2021) to implement best practices, with the goal of engaging a diverse community.
- Continued growth of the Town's social media pages, including the addition of a community event calendar to the Town's website, and an associated this weekend in Aylmer events post.
- Encouraged opportunities for cross-training and job shadowing across the organization.
- Continued work with community organizational stakeholders to ensure that diverse populations are able to effectively and efficiently engage with Town programs and services. Part of this includes engaging diverse communities in a meaningful way.
- Town adopted Elgin County and the Local Municipal Partners DEI Plan, and utilized it in the process of considering applicants for the Police Services Board
- Monitored services to ensure they are accessible, inclusive and equitably provided
- Upgraded front service desk with tray for customers to complete paperwork, and set personal items
- Created more opportunities to engage youth and seniors.
- Provided opportunities to welcome newcomers to the municipality.
- Staff now delivering all new property owners an information package on Town services
- Staff have additionally prepared and now distribute a new business package, with a list of local supports.

**The Township of Malahide accomplished the following in 2023/2024:**

- Reviewing and updating the Corporate Procurement Policy to include a barrier-free purchasing perspective.
- Updated accessibility training modules onto an all-encompassing, online training platform with updated modules and accurate, automated record tracking
- Accessible format alternatives to documents upon request

- Staff training on creating accessible documents
- Continual review of website and social media platforms to ensure accessibility compliance.
- Update HR Policy B-4.3 Accommodating Special Needs to reflect industry best practices and IASR requirements
- Created Return to Work Process and Return to Work Plan for employees
- New engineered wood fibre placed at 4 playgrounds in the Township.
- Malahide Community Place, South Dorchester Hall, and Wonnacott Park have had materials added to enhance the existing surfaces, resulting in significant upgrades
- Removed the gravel surface at Mill Street Park and replaced it with engineered wood fibre.
- Created a Customer Service Connect, Supports & Engage portal to with fillable forms for multiple departments that customers may need assistance with.
- Continue to work with the County Accessibility monitoring potential funding opportunities for the built environment relating to accessibility under the Enabling Accessibility Fund, Ontario Trillium Foundation, Canadian Tire Jumpstart, Investing in Canada Infrastructure Program
- Accessibility AODA Online Training Module and Human Rights 101 Third Edition - all new employees and current employee complete online training.
- Customer Feedback Form - a mechanism for customers to file concerns regarding accessibility.
- Customer Service Policies - various accessible formats and supports - QR codes, website, print option, in person, by phone
- Recruitment - notice on each posting to include accessible options and accommodations.

**The Township of Southwold has accomplished the following in 2023/2024:**

- Reviewed and updated Accessibility Policy
- Implemented a Diversity, Equity and Inclusion Policy
- Continue to digitize our TOMROMs filing system so employees can access files should they need to work from home as an accommodation due to any issues.
- Continued training on accessibility to staff to ensure compliance(ongoing)
- Continued staff training regarding WCAG 2.0 Level AA compliance
- Continue to make changes to the Township website to ensure compliance with WCAG 2.0 Level AA requirements
- Continue to make changes to Township Facebook page to ensure compliance with the WCAG2.0 Level AA requirements
- Repainted and realigned accessibility parking spaces at Township facilities, including the municipal office and Southwold Keystone Complex and Library

- Added extra mulch to Township playgrounds to ensure firm playing surface.
- Purchased a new sidewalk plow to improve sidewalk and accessible walkway maintenance.
- Applied for Trillium Capital Grant funding for accessible trail in Fingal
- Applied for funding under the Community Sport and Recreation Infrastructure Grant for recreational trails between the Southwold Keystone Complex and Corsley Park.
- Installed new municipal gateway signage and village signs with reflectivity for easier wayfinding.
- Initiated construction on a New Fire Hall which includes accessible access points and washrooms
- Updated and adopted the Individual Accommodation policy in the Township's Personnel Policy Manual
- Updated and adopted the Loss of License policy in the Township's Personnel Policy Manual (includes job protection & requirement for accommodation for medically related license loss)

## **Availability of the Plan and Status Report**

The Multi-Year Accessibility Plan and Annual Accessibility Status Reports can be accessed through Elgin County's website on the [Accessibility Page](https://www.elgincounty.ca/accessibility/):

<https://www.elgincounty.ca/accessibility/>

## **Contact Information**

For more information contact – Elgin County's HR Manager Emily Waldick:

Phone 519-631-1460 ext 167

Fax 519-633-7785

Email [ewaldick@elgin.ca](mailto:ewaldick@elgin.ca)

Mail Emily Waldick, HR Manager  
County of Elgin, Human Resources Dept.  
450 Sunset Drive,  
St. Thomas, ON N5R 5X7

**Accessible formats and/or communication support(s) are available upon request.**

**From:** [noreply@salesforce.com](mailto:noreply@salesforce.com) on behalf of [Minister MRA](#)  
**To:** [Terri Towstiuc](#)  
**Subject:** Letter from the Honourable Lisa Thompson, Minister of Rural Affairs / Lettre de l'honorable Lisa Thompson, ministre des Affaires rurales  
**Date:** Tuesday, June 24, 2025 3:45:15 PM

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You don't often get email from minister.mra@ontario.ca. [Learn why this is important](#)



Tuesday, March 24, 2025

Terri Towstiuc  
Clerk  
Municipality of West Elgin  
[ttowstiuc@westelgin.net](mailto:ttowstiuc@westelgin.net)

<Voir version française ci-après>

Dear Terri Towstiuc:

As the Minister of Rural Affairs, I am pleased to announce that the newly expanded [Rural Ontario Development \(ROD\)](#) program is now accepting applications.

This enhanced program is part of [Enabling Opportunity: Ontario's Rural Economic Development Strategy](#), our government's blueprint for protecting rural Ontario and helping rural communities and businesses to grow and thrive.

Ontario is investing \$20 million, doubling the funding over two years, to support rural municipalities, not-for-profits, Indigenous communities, local service boards and rural small businesses to attract investment and create new jobs and opportunities for rural workers.

The ROD program introduces four new enhanced funding streams and expands program eligibility to include more rural communities and rural small businesses:

**Economic Diversification, Competitiveness and Capacity Building**  
Projects that support communities with building economic development capacity and implementing strategies to increase competitiveness and retain businesses, attract investment and enhance growth. There are three sub-streams for applicants to explore:

- Strategies and plans - Up to \$50,000 (50 per cent cost share)
- Economic diversification and competitiveness - Up to \$150,000 (50 per cent cost share)
- Capacity building events - Up to \$10,000 (35 per cent cost share)

### **Workforce Development, Attraction and Retention**

Projects that support communities to implement strategies and/or undertake initiatives for attracting and retaining workers. Applicants can apply for up to \$150,000 (50 per cent in cost share).

### **Community Infrastructure Enhancements**

Projects that update or transform community assets that have been identified as important to the community's economy. Applicants can apply for up to \$25,000 (35 per cent cost share) for small projects or up to \$250,000 (35 per cent cost share) for large projects.

### **Business Development**

Projects that support small brick-and-mortar businesses in rural Ontario with between one to 20 employees. Applicants can apply for up to \$10,000 (35 per cent cost share).

Whether you're an applicant or a connector in your community, we hope you will help us spread the word about this program and its expanded eligibility. Applicants can find full program details, instructions and applications at [www.ontario.ca/RODprogram](http://www.ontario.ca/RODprogram).

Applications will be accepted until September 24, 2025, at 5 p.m. On the ROD program homepage, applicants can register for a free information session, stay up to date on future program intakes and learn more about opportunities for applicant support. To learn more about Ministry of Rural Affairs programs and to stay connected, please visit this page and follow the Ministry of Rural Affairs on LinkedIn, Facebook or X.

Our government is committed to protecting Ontario's rural communities, enabling them to take advantage of economic development opportunities, address workforce challenges and encourage business attraction and investment.

Please accept my best wishes as you explore the opportunities that are possible through the Rural Ontario Development program.

Sincerely,

*Original signed by*

Lisa M. Thompson  
Minister of Rural Affairs



c: Hannah Anderson, Chief of Staff  
Martha Greenberg, Deputy Minister  
Laurie Miller, Assistant Deputy Minister, Rural Affairs Division

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Bonjour,

En tant que ministre des Affaires rurales, j'ai le plaisir d'annoncer que le nouveau [Programme de développement des collectivités rurales de l'Ontario](#) accepte maintenant les demandes.

Ce programme amélioré fait partie des [Meilleures perspectives : Stratégie ontarienne de développement économique des collectivités rurales](#), le plan directeur de notre gouvernement pour protéger les régions rurales de l'Ontario, et aider les entreprises et les collectivités rurales à croître et à prospérer.

L'Ontario investit 20 millions de dollars, soit le double du financement sur deux ans, pour soutenir les municipalités rurales, les organismes sans but lucratif, les communautés autochtones, les régies locales des services publics et les petites entreprises rurales en vue d'attirer des investissements et de créer de nouveaux emplois et de nouvelles occasions pour les travailleurs ruraux.

Le Programme de développement des collectivités rurales de l'Ontario met en place quatre volets de financement améliorés et étend l'admissibilité au programme pour inclure un plus grand nombre de collectivités rurales et de petites entreprises rurales.

### **Diversification économique, compétitivité et renforcement des capacités**

Des projets qui aident les collectivités à renforcer leur capacité de développement économique et à mettre en œuvre des stratégies visant à accroître la compétitivité et à retenir les entreprises, à attirer des investissements et à stimuler la croissance. Les demandeurs peuvent explorer trois sous-volets :

- Stratégies et plans - Jusqu'à 50 000 \$ (50 % de partage des coûts)
- Diversification économique et compétitivité - Jusqu'à 150 000 \$ (50 % de partage des coûts)
- Activités de renforcement des capacités – Jusqu'à 10 000 \$ (35 % de partage des coûts)

### **Perfectionnement, attraction et rétention de la main-d'œuvre**

Des projets qui aident les collectivités à mettre en œuvre des stratégies ou à entreprendre des initiatives visant à attirer les travailleurs et à les maintenir en poste. Les demandeurs peuvent demander jusqu'à 150 000 \$ (50 % de partage des coûts).

**Amélioration de l'infrastructure communautaire**

Des projets qui mettent à jour ou transforment les actifs communautaires qui ont été désignés comme importants pour l'économie de la collectivité. Les demandeurs peuvent demander jusqu'à 25 000 \$ (35 % de partage des coûts) pour les petits projets ou jusqu'à 250 000 \$ (35 % de partage des coûts) pour les grands projets.

**Développement des affaires**

Des projets qui soutiennent les petites entreprises physiques dans les régions rurales de l'Ontario comptant entre un et 20 employés. Les demandeurs peuvent demander jusqu'à 10 000 \$ (35 % de partage des coûts).

Que vous soyez un demandeur ou un connecteur dans votre communauté, nous espérons que vous nous aiderez à faire connaître ce programme et son admissibilité élargie. Les demandeurs peuvent trouver tous les détails du programme, les directives et les demandes à l'adresse suivante : [www.ontario.ca/RODprogram](http://www.ontario.ca/RODprogram).

L'organisme acceptera les demandes jusqu'au 24 septembre 2025 à 17 h. Sur la page d'accueil du Programme de développement des collectivités rurales de l'Ontario, les candidats peuvent s'inscrire à une séance d'information gratuite, se tenir au courant des futures admissions et en apprendre davantage sur les possibilités de soutien aux candidats.

Pour en savoir plus sur les programmes du ministère des Affaires rurales et pour rester connecté, veuillez consulter cette page et suivre le ministère des Affaires rurales sur LinkedIn, Facebook ou X.

Notre gouvernement s'est engagé à protéger les collectivités rurales de l'Ontario, leur permettant ainsi de tirer parti des possibilités de développement économique, de relever les défis liés à la main-d'œuvre et d'encourager l'attraction d'entreprises et l'investissement.

Je vous prie d'accepter mes meilleurs vœux en explorant les possibilités offertes par le Programme de développement des collectivités rurales de l'Ontario.

Sincèrement,

*Original signé par*

Lisa M. Thompson  
Ministre des Affaires rurales

c. c. Hannah Anderson, chef de cabinet  
Martha Greenberg, sous-ministre  
Laurie Miller, sous-ministre adjointe, Division des affaires rurales

<!--[if !supportLists]-->•



## **DECISION**

In the matter of an application for a consent pursuant to Section 53 (1) of the Planning Act, R.S.O. 1990, as amended, as it affects the following property:

**LOT 6, CONCESSION 13  
MUNICIPALITY OF WEST ELGIN  
22165 TALBOT LINE**

The applicant proposes to sever a parcel with a frontage of 40.92 m, a depth of 78.5 m, and an area of 3218.5 square meters to sever a dwelling surplus to a farming operation. The applicant is retaining a lot with an area of 39.66 ha proposed to remain in Agricultural use.

**DECISION:** The Elgin County Land Division Committee considered all written and oral submissions received on this application, the effect of which helped the committee to make an informed decision.

Severance applications E 30-25 be **approved** subject to the following conditions:

This decision will expire unless a deed is presented for stamping by: **June 25, 2027**.

That the following requirements of the County of Elgin are met, including the following:

1. The County of Elgin should receive a digital copy of the draft and final deposited reference plan.
2. Solicitor Undertaking to provide a copy of the registered deed for the severed parcel once completed be provided to the County of Elgin.
3. That municipal addressing be provided to the County of Elgin by the local Municipality, to the satisfaction of the County.

That the following requirements of the Municipality of West Elgin are met, including the following:

1. That the Applicant meet all the requirements, financial and otherwise of the Municipality, to the satisfaction and clearance of the Municipality.
2. That the Applicant provides a description of the lands to be severed which can be registered in the Land Registry Office, to the satisfaction and clearance of the Municipality.
3. That the Applicant's Solicitor provides an undertaking to the Municipality, to provide a copy of the registered deed for the severed parcel once the transaction has occurred to the Municipality.
4. That the Applicant successfully apply to the Municipality for a Zoning By-law Amendment for the severed and retained parcels and having such rezoning of the Zoning By-law come into full force and effect pursuant to the Planning Act, to the satisfaction and clearance of the Municipality.
5. That the Applicant have a septic system assessment completed by a qualified individual, on the proposed severed parcel to ensure that the privately owned and operated septic system is functioning in accordance with Municipal protocol, to the satisfaction and clearance of the Municipality.
6. That prior the final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
7. That all conditions noted above shall be fulfilled within two years of the Notice of Decision, so that the County of Elgin is authorized to issue the Certificate of Consent pursuant to Section 53(42) of the *Planning Act*.

**DECISION**

**Application #E 30-25**

June 25, 2025

Members concurring in the above ruling by recorded vote:

<u>Member:</u>	<u>YES</u>	<u>NO</u>
John "Ian" Fleck		
Tom Marks (Chair)	X	
Bill Ungar	X	
John Seldon	X	
Dave Jenkins	X	
John Andrews	X	
Dugald Aldred	X	

Where conditions have been imposed and the applicant has not, within a period of two years from the giving of the notice of decision pursuant to subsection (17) of Section 53 of the Act, fulfilled the conditions, the application for consent shall thereupon be deemed to be refused, but where there is an appeal under subsections (19) or (27), the application for consent shall not be deemed to be refused for failure to fulfill the conditions until the expiry of a period of two years from the date of the order of the Local Planning Appeal Tribunal issued in respect of the appeal or from the date of a notice issued by the Tribunal under subsection (29) or (33).

**CERTIFICATION**

I, Paul Clarke, Secretary-Treasurer of the Land Division Committee of Elgin, certify that the above is a true copy of the decision of the Land Division Committee with respect to the application recorded herein.

Dated this 25th day of June 2025.



Paul Clarke  
Secretary-Treasurer  
Land Division Committee

## CORPORATION OF THE COUNTY OF ELGIN

### NOTICE OF DECISION

#### APPLICATION NO. E 30-25

#### LOT 6, CONCESSION 13 MUNICIPALITY OF WEST ELGIN 22165 TALBOT LINE

ATTACHED is a certified copy of the decision of the Land Division Committee of the County of Elgin in the matter of an Application **E 30-25** for a consent pursuant to Section 53 (17) of the Planning Act, R.S.O. 1990, as amended.

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have either made a written request to be notified of the decision to give or refuse provisional consent or make a written request to be notified of changes to the conditions of the provisional consent.

The Minister, the Applicant, the approval authority and specified persons or public bodies may appeal the decision and/or any condition(s) imposed by the Committee to the Ontario Land Tribunal (OLT) by filing with the OLT no later than the **July 15, 2025 at 4:30PM**. The Notice of Appeal must be filed with the approval authority, must set out the reasons for the appeal, and, must be accompanied by the fees required by the Tribunal and the County.

**HOW TO FILE AN APPEAL:** Appeals are submitted to the Secretary-Treasurer via the Ontario Land Tribunal's (OLT) online e-file service.

1. Navigate to the OLT's e-file service at <https://olt.gov.on.ca/e-file-service/>.
2. On the e-file service, sign into your *My Ontario Account* (first time users will need to register for a *My Ontario Account*).
3. Submit the appeal via the e-file service and ensure that you select the correct approval authority, which in this case is listed as "*Elgin (County) – Director of Planning*".
4. Pay the fee required by the OLT. The fee schedule and methods of payment can be found on the OLT website at <https://olt.gov.on.ca/fee-chart/>.
5. Pay the fee of required by the County, as outlined in the County's User Fees and Charges By-Law, as amended.
  - OLT payment options and instructions are available online. NB: Cheques must be made out to the 'Minister of Finance'.
  - County payments can be made via electronic (in person only) or standard (cheque, money order) means. NB: Cheques and Money Order must be made out to: "Treasurer, County of Elgin":
6. Anyone filing an appeal that does not use the OLT's e-file portal may submit the required material directly to the Secretary-Treasurer at the address listed above. Please note that an additional administrative fee will apply. Forms can be downloaded from the OLT website above or are available for pick-up at the County Municipal Offices, 450 Sunset Drive, St. Thomas, and can be submitted to [landdivision@elgin.ca](mailto:landdivision@elgin.ca)

**WHO CAN FILE AN APPEAL:** Only individuals, corporations and public bodies may appeal decisions in respect of applications for consent to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf.

**ADDITIONAL INFORMATION** regarding this application for consent is available for inspection daily, Monday to Friday, between 8:30 A.M. and 4:30 P.M., at the County Municipal Offices, 450 Sunset Drive, St. Thomas.

Dated at the Municipality of Central Elgin this 25th day of June, 2025.



Paul Clarke  
Secretary-Treasurer  
Land Division Committee

c.c.

Municipality of West Elgin: Robin Greenall, [rgreenall@westelgin.net](mailto:rgreenall@westelgin.net); Robert Brown, [planning@westelgin.net](mailto:planning@westelgin.net)

**County of Elgin**  
**Planning Department**  
450 Sunset Drive  
St. Thomas, Ontario  
N5R 5V1 Canada  
Phone: 519-631-1460  
Fax: 519-631-4549  
[www.progressivebynature.com](http://www.progressivebynature.com)

## **DECISION**

In the matter of an application for a consent pursuant to Section 53 (1) of the Planning Act, R.S.O. 1990, as amended, as it affects the following property:

**PART LOT 7, CONCESSION 9  
MUNICIPALITY OF WEST ELGIN  
22525 PIONEER LINE**

The applicant proposes to sever a parcel with a frontage of 296 m, a depth of 323 m, and an area of 9.56 ha to create a new residential lot. The applicant is retaining a lot with an area of 29.98 ha proposed to remain in Agricultural use.

**DECISION:** The Elgin County Land Division Committee considered all written and oral submissions received on this application, the effect of which helped the committee to make an informed decision.

Severance applications E 32-25 be **approved** subject to the following conditions:

This decision will expire unless a deed is presented for stamping by: **June 25, 2027**.

That the following requirements of the County of Elgin are met, including the following:

1. The County of Elgin should receive a digital copy of the draft and final deposited reference plan.
2. Solicitor Undertaking to provide a copy of the registered deed for the severed parcel once completed be provided to the County of Elgin.
3. Municipal addressing be provided to Elgin County by the local municipality, to the satisfaction of Elgin County.
4. That the owner dedicate lands along the frontage of the severed and retained lot/parcel for a 15m x 15m daylight corner at Furnival Road (County Road 30) and Pioneer Line (County Road 2) to the County of Elgin, to the satisfaction of the County Engineer. All costs to be borne by the owner.

That the following requirements of the Municipality of West Elgin are met, including the following:

1. That the Applicant meet all the requirements, financial and otherwise of the Municipality, to the satisfaction and clearance of the Municipality.
2. That the Applicant provides a description of the lands to be severed which can be registered in the Land Registry Office, to the satisfaction and clearance of the Municipality.
3. That the Applicant's Solicitor provides an undertaking to the Municipality, to provide a copy of the registered deed for the severed parcel once the transaction has occurred to the Municipality.
4. That the Applicant successfully apply to the Municipality for a Zoning By-law Amendment for the severed parcel to rezone to Future Residential (FR) having such amendment of the Zoning By-law come into full force and effect pursuant to the Planning Act, to the satisfaction and clearance of the Municipality.
5. That the Applicant successfully apply to the Municipality for a Zoning By-law Amendment for the retained parcel to amend the zoning to recognize the reduced lot frontage, having such amendment of the Zoning By-law come into full force and effect pursuant to the Planning Act, to the satisfaction and clearance of the Municipality;



6. That the Applicant have a septic system assessment completed by a qualified individual, on the proposed severed parcel to ensure that the privately owned and operated septic system is functioning in accordance with Municipal protocol, to the satisfaction and clearance of the Municipality.
7. That the Applicant have a drainage reapportionment completed pursuant to the *Drainage Act*, to the satisfaction and clearance of the Municipality;
8. That prior the final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
9. That all conditions noted above shall be fulfilled within two years of the Notice of Decision, so that the County of Elgin is authorized to issue the Certificate of Consent pursuant to Section 53(42) of the *Planning Act*.

**DECISION**

**Application #E 32-25**

June 25, 2025

Members concurring in the above ruling by recorded vote:

<u>Member:</u>	<u>YES</u>	<u>NO</u>
John "Ian" Fleck		
Tom Marks (Chair)	X	
Bill Ungar	X	
John Seldon	X	
Dave Jenkins	X	
John Andrews	X	
Dugald Aldred	X	

Where conditions have been imposed and the applicant has not, within a period of two years from the giving of the notice of decision pursuant to subsection (17) of Section 53 of the Act, fulfilled the conditions, the application for consent shall thereupon be deemed to be refused, but where there is an appeal under subsections (19) or (27), the application for consent shall not be deemed to be refused for failure to fulfill the conditions until the expiry of a period of two years from the date of the order of the Local Planning Appeal Tribunal issued in respect of the appeal or from the date of a notice issued by the Tribunal under subsection (29) or (33).

**CERTIFICATION**

I, Paul Clarke, Secretary-Treasurer of the Land Division Committee of Elgin, certify that the above is a true copy of the decision of the Land Division Committee with respect to the application recorded herein.

Dated this 25th day of June 2025.



Paul Clarke  
Secretary-Treasurer  
Land Division Committee

## CORPORATION OF THE COUNTY OF ELGIN

### NOTICE OF DECISION

#### APPLICATION NO. E 32-25

#### PART LOT 7, CONCESSION 9 MUNICIPALITY OF WEST ELGIN 22525 PIONEER LINE

ATTACHED is a certified copy of the decision of the Land Division Committee of the County of Elgin in the matter of an Application **E 32-25** for a consent pursuant to Section 53 (17) of the Planning Act, R.S.O. 1990, as amended.

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have either made a written request to be notified of the decision to give or refuse provisional consent or make a written request to be notified of changes to the conditions of the provisional consent.

The Minister, the Applicant, the approval authority and specified persons or public bodies may appeal the decision and/or any condition(s) imposed by the Committee to the Ontario Land Tribunal (OLT) by filing with the OLT no later than the **July 15, 2025 at 4:30PM**. The Notice of Appeal must be filed with the approval authority, must set out the reasons for the appeal, and, must be accompanied by the fees required by the Tribunal and the County.

**HOW TO FILE AN APPEAL:** Appeals are submitted to the Secretary-Treasurer via the Ontario Land Tribunal's (OLT) online e-file service.

1. Navigate to the OLT's e-file service at <https://olt.gov.on.ca/e-file-service/>.
2. On the e-file service, sign into your *My Ontario Account* (first time users will need to register for a *My Ontario Account*).
3. Submit the appeal via the e-file service and ensure that you select the correct approval authority, which in this case is listed as "*Elgin (County) – Director of Planning*".
4. Pay the fee required by the OLT. The fee schedule and methods of payment can be found on the OLT website at <https://olt.gov.on.ca/fee-chart/>.
5. Pay the fee of required by the County, as outlined in the County's User Fees and Charges By-Law, as amended.
  - OLT payment options and instructions are available online. NB: Cheques must be made out to the 'Minister of Finance'.
  - County payments can be made via electronic (in person only) or standard (cheque, money order) means. NB: Cheques and Money Order must be made out to: "Treasurer, County of Elgin":
6. Anyone filing an appeal that does not use the OLT's e-file portal may submit the required material directly to the Secretary-Treasurer at the address listed above. Please note that an additional administrative fee will apply. Forms can be downloaded from the OLT website above or are available for pick-up at the County Municipal Offices, 450 Sunset Drive, St. Thomas, and can be submitted to [landdivision@elgin.ca](mailto:landdivision@elgin.ca)

**WHO CAN FILE AN APPEAL:** Only individuals, corporations and public bodies may appeal decisions in respect of applications for consent to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf.

**ADDITIONAL INFORMATION** regarding this application for consent is available for inspection daily, Monday to Friday, between 8:30 A.M. and 4:30 P.M., at the County Municipal Offices, 450 Sunset Drive, St. Thomas.

Dated at the Municipality of Central Elgin this 25th day of June, 2025.



Paul Clarke  
Secretary-Treasurer  
Land Division Committee

c.c.

Municipality of West Elgin: Robin Greenall, [rgreenall@westelgin.net](mailto:rgreenall@westelgin.net); Robert Brown, [planning@westelgin.net](mailto:planning@westelgin.net)

**County of Elgin**  
**Planning Department**  
450 Sunset Drive  
St. Thomas, Ontario  
N5R 5V1 Canada  
Phone: 519-631-1460  
Fax: 519-631-4549  
[www.progressivebynature.com](http://www.progressivebynature.com)

### **DECISION**

In the matter of an application for a consent pursuant to Section 53 (1) of the Planning Act, R.S.O. 1990, as amended, as it affects the following property:

**LOT 11, CONCESSION 5  
MUNICIPALITY OF WEST ELGIN  
23168 MCDOUGALL LINE**

The applicant proposes to sever a parcel with a frontage of 77 m, a depth of 93 m, and an area of 0.759 ha to sever a dwelling surplus to a farming operation. The applicant is retaining a lot with an area of 41.373 ha proposed to remain in Agricultural use.

**DECISION:** The Elgin County Land Division Committee considered all written and oral submissions received on this application, the effect of which helped the committee to make an informed decision.

Severance applications E 34-25 be **approved** subject to the following conditions:

This decision will expire unless a deed is presented for stamping by: **June 25, 2027**.

That the following requirements of the County of Elgin are met, including the following:

1. The County of Elgin should receive a digital copy of the draft and final deposited reference plan.
2. Solicitor Undertaking to provide a copy of the registered deed for the severed parcel once completed be provided to the County of Elgin.
3. That municipal addressing be provided to the County of Elgin by the local Municipality, to the satisfaction of the County.
4. That the owner dedicate lands along the frontage of the severed and retained lot/parcel up to 15m from the centreline and an additional 5.182m from the centreline of construction of McDougall Line (County Road 9) to the County of Elgin for the purposes of a road widening if the right of way is not already to that width, to the satisfaction of the County Engineer. All costs to be borne by the owner.

That the following requirements of the Municipality of West Elgin are met, including the following:

1. That the Applicant meet all the requirements, financial and otherwise of the Municipality, to the satisfaction and clearance of the Municipality.
2. That the Applicant provides a description of the lands to be severed which can be registered in the Land Registry Office, to the satisfaction and clearance of the Municipality.
3. That the Applicant's Solicitor provides an undertaking to the Municipality, to provide a copy of the registered deed for the severed parcel once the transaction has occurred to the Municipality.
4. That the Applicant successfully apply to the Municipality for a Zoning By-law Amendment for the severed and retained parcels and having such rezoning of the Zoning By-law come into full force and effect pursuant to the Planning Act, to the satisfaction and clearance of the Municipality.
5. That the severed and retained lands are transferred to the prospective purchaser Stan Campbell as outlined in the purchase agreement.
6. That the Applicant have a septic system assessment completed by a qualified individual, on the proposed severed parcel to ensure that the

privately owned and operated septic system is functioning in accordance with Municipal protocol, to the satisfaction and clearance of the Municipality.

7. That the Applicant have a drainage reapportionment completed pursuant to the *Drainage Act*, to the satisfaction and clearance of the Municipality;
8. That prior the final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
9. That all conditions noted above shall be fulfilled within two years of the Notice of Decision, so that the County of Elgin is authorized to issue the Certificate of Consent pursuant to Section 53(42) of the *Planning Act*.

**DECISION**

**Application #E 34-25**

June 25, 2025

Members concurring in the above ruling by recorded vote:

<u>Member:</u>	<u>YES</u>	<u>NO</u>
John "Ian" Fleck		
Tom Marks (Chair)	X	
Bill Ungar	X	
John Seldon	X	
Dave Jenkins	X	
John Andrews	X	
Dugald Aldred	X	

Where conditions have been imposed and the applicant has not, within a period of two years from the giving of the notice of decision pursuant to subsection (17) of Section 53 of the Act, fulfilled the conditions, the application for consent shall thereupon be deemed to be refused, but where there is an appeal under subsections (19) or (27), the application for consent shall not be deemed to be refused for failure to fulfill the conditions until the expiry of a period of two years from the date of the order of the Local Planning Appeal Tribunal issued in respect of the appeal or from the date of a notice issued by the Tribunal under subsection (29) or (33).

**CERTIFICATION**

I, Paul Clarke, Secretary-Treasurer of the Land Division Committee of Elgin, certify that the above is a true copy of the decision of the Land Division Committee with respect to the application recorded herein.

Dated this 25th day of June 2025.



Paul Clarke  
Secretary-Treasurer  
Land Division Committee

## CORPORATION OF THE COUNTY OF ELGIN

### NOTICE OF DECISION

#### APPLICATION NO. E 34-25

#### LOT 11, CONCESSION 5 MUNICIPALITY OF WEST ELGIN 23168 MCDUGALL LINE

ATTACHED is a certified copy of the decision of the Land Division Committee of the County of Elgin in the matter of an Application **E 34-25** for a consent pursuant to Section 53 (17) of the Planning Act, R.S.O. 1990, as amended.

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you have either made a written request to be notified of the decision to give or refuse provisional consent or make a written request to be notified of changes to the conditions of the provisional consent.

The Minister, the Applicant, the approval authority and specified persons or public bodies may appeal the decision and/or any condition(s) imposed by the Committee to the Ontario Land Tribunal (OLT) by filing with the OLT no later than the **July 15, 2025 at 4:30PM**. The Notice of Appeal must be filed with the approval authority, must set out the reasons for the appeal, and, must be accompanied by the fees required by the Tribunal and the County.

**HOW TO FILE AN APPEAL:** Appeals are submitted to the Secretary-Treasurer via the Ontario Land Tribunal's (OLT) online e-file service.

1. Navigate to the OLT's e-file service at <https://olt.gov.on.ca/e-file-service/>.
2. On the e-file service, sign into your *My Ontario Account* (first time users will need to register for a *My Ontario Account*).
3. Submit the appeal via the e-file service and ensure that you select the correct approval authority, which in this case is listed as "*Elgin (County) – Director of Planning*".
4. Pay the fee required by the OLT. The fee schedule and methods of payment can be found on the OLT website at <https://olt.gov.on.ca/fee-chart/>.
5. Pay the fee of required by the County, as outlined in the County's User Fees and Charges By-Law, as amended.
  - OLT payment options and instructions are available online. NB: Cheques must be made out to the 'Minister of Finance'.
  - County payments can be made via electronic (in person only) or standard (cheque, money order) means. NB: Cheques and Money Order must be made out to: "Treasurer, County of Elgin":
6. Anyone filing an appeal that does not use the OLT's e-file portal may submit the required material directly to the Secretary-Treasurer at the address listed above. Please note that an additional administrative fee will apply. Forms can be downloaded from the OLT website above or are available for pick-up at the County Municipal Offices, 450 Sunset Drive, St. Thomas, and can be submitted to [landdivision@elgin.ca](mailto:landdivision@elgin.ca)

**WHO CAN FILE AN APPEAL:** Only individuals, corporations and public bodies may appeal decisions in respect of applications for consent to the Ontario Land Tribunal. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf.

**ADDITIONAL INFORMATION** regarding this application for consent is available for inspection daily, Monday to Friday, between 8:30 A.M. and 4:30 P.M., at the County Municipal Offices, 450 Sunset Drive, St. Thomas.

Dated at the Municipality of Central Elgin this 25th day of June, 2025.





Paul Clarke  
Secretary-Treasurer  
Land Division Committee

c.c.

Municipality of West Elgin: Robin Greenall, [rgreenall@westelgin.net](mailto:rgreenall@westelgin.net); Robert Brown, [planning@westelgin.net](mailto:planning@westelgin.net)

**County of Elgin**  
**Planning Department**  
450 Sunset Drive  
St. Thomas, Ontario  
N5R 5V1 Canada  
Phone: 519-631-1460  
Fax: 519-631-4549  
[www.progressivebynature.com](http://www.progressivebynature.com)

**From:** [Watson & Associates Economists Ltd.](#)  
**Subject:** Development Charges Regulations O. Reg. 82/98 Proposed Changes - London Index Series and 60% Allocations  
**Date:** Thursday, June 26, 2025 11:45:52 AM  
**Attachments:** [Regulatory Registry Proposal 25-MMAH011 - Final.pdf](#)

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To our Municipal Clients:

In our continued efforts to keep our clients up to date on legislative changes that may impact them, we are writing to inform you of proposed regulatory changes to Ontario Regulation 82/98 under the Development Charges Act, 1997. This letter provides a summary of the proposed changes and commentary on potential impacts to municipalities.

The Province is seeking comments via the Regulatory Registry at the following link: <https://www.regulatoryregistry.gov.on.ca/proposal/50953>. We will be submitting our comments prior to the deadline of July 23, 2025.

There are two proposed changes to Ontario Regulation 82/98:

1. Enable Use of the Statistics Canada Non-Residential Building Construction Price Index for London; and
2. Expand the Requirement for Municipalities to Spend or Allocate 60% of Development Charge Reserve Funds to all Eligible Services.

The proposal only provides a summary of the proposed changes and not the exact wording to be included in the regulation. As such, the following commentary is based on the summary provided by the Province and will be further reviewed upon release of the actual amendment to the regulation.

Note: no implementation dates for the proposed regulatory changes have been provided.

If you have any questions regarding the implications of these changes for your municipality and next steps that may be required, please do not hesitate to contact us.

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

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**Watson & Associates Economists Ltd.**

2233 Argentia Rd.  
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L5N 2X7

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Fax: 905-272-3602

[www.watsonecon.ca](http://www.watsonecon.ca)



June 26, 2025

To our Municipal Clients:

Re: Regulatory Registry Proposal 25-MMAH011 Comments – Assessment of Proposed Regulatory Changes to Ontario Regulation 82/98 under the Development Charges Act, 1997

In our continued efforts to keep our clients up to date on legislative changes that may impact them, we are writing to inform you of proposed regulatory changes to Ontario Regulation 82/98 under the *Development Charges Act, 1997* (D.C.A.). This letter provides a summary of the proposed changes and commentary on potential impacts to municipalities.

The Province is seeking comments via the Regulatory Registry at the following link: <https://www.regulatoryregistry.gov.on.ca/proposal/50953>. We will be submitting our comments prior to the deadline of July 23, 2025.

## 1. Overview

There are two proposed changes to Ontario Regulation 82/98:

1. Enable Use of the Statistics Canada Non-Residential Building Construction Price Index for London; and
2. Expand the Requirement for Municipalities to Spend or Allocate 60% of Development Charge Reserve Funds to all Eligible Services.

The proposal only provides a summary of the proposed changes and not the exact wording to be included in the regulation. As such, the following commentary is based on the summary provided by the Province and will be further reviewed upon release of the actual amendment to the regulation.

Furthermore, no implementation dates for the proposed regulatory changes have been provided.

## 2. Enable Use of the Statistics Canada Non-Residential Building Construction Price Index for London

Currently, municipalities with development charge (D.C.) by-laws may include provisions in the by-law to index the charge to reflect changes in construction costs. Section 7 of Ontario Regulation 82/98 provides the prescribed index to be used for indexing a D.C. The Ottawa-Gatineau or Toronto series of the Statistics Canada Non-



Residential Building Construction Price Index is to be used by municipalities as appropriate.

The proposed changes would allow for the London series (recently added by Statistics Canada) to be utilized as an index for municipalities in Southwestern Ontario who elect to index their D.C. by-laws. This series would also be available for use by municipalities whose D.C. by-law does not specify a series (i.e., Ottawa-Gatineau vs. Toronto series). A D.C. by-law amendment, however, would be required to facilitate the use of the London series for municipalities in Southwestern Ontario whose D.C. by-laws currently specify the use of the Ottawa-Gatineau or Toronto series. Alternatively, the municipality could continue to use the Ottawa-Gatineau or Toronto series until a new D.C. by-law is adopted.

This appears to be a reasonable addition to the legislation as it will better align the D.C. with the underlying changes in capital costs within the area.

### **3. Expand the Requirement for Municipalities to Spend or Allocate 60% of Development Charge Reserve Funds to all Eligible Services**

Section 35 of the D.C.A. requires municipalities to annually spend or allocate at least 60% of the balance in the D.C. reserve fund for water services, wastewater services, and services related to a highway. The proposed regulatory change would impose the same requirements for all D.C.-eligible services. This change would increase reporting transparency, better aligning reserve fund balances with specific capital projects in the D.C. background study and capital budget. The additional reporting, however, will impose an administrative burden on municipal staff to ensure adherence to this requirement for all D.C. services.

Although this change appears to simply include all D.C. services in the current practice of spending or allocating 60% of the reserve fund balances, the exact wording of the regulations will need to be reviewed to ensure no variation in current processes will be required.

### **4. Concluding Remarks**

The proposed changes to Ontario Regulation 82/98 appear to be minimal; however, they do provide for improved alignment of charges with underlying capital costs and increased transparency regarding the planned use of D.C. funds collected. There will be an additional administrative burden for municipalities, however, due to the increased reserve fund reporting. As noted, we will be submitting our comments on the proposed regulation to the Province via the Regulatory Registry.



We anticipate further regulatory changes to the D.C.A., as noted by the Province's release of Bill 17, *Protect Ontario by Building Faster and Smarter Act, 2025*. We will continue to monitor any changes and inform you of the potential impacts to municipalities.

Should you have any questions, please contact the undersigned or send an email to [info@watsonecon.ca](mailto:info@watsonecon.ca).

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Andrew Grunda, MBA, CPA, CMA, CEO

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Mayor Leatham and West Elgin Council  
Municipality of West Elgin  
22413 Hoskins Line  
Rodney, ON N0L 2C0

June 26, 2025

Dear Mayor Leatham and West Elgin Council,

**Re: Elgin OPP Detachment 2024 Annual Report**

Please find attached a copy of the Elgin County OPP Detachment's 2024 Annual Report for your review.

If you have any questions regarding the report or would like to arrange for a representative of the Detachment Board to attend your Council as a delegation, please feel free to contact me directly.

Thank you for your continued partnership and support.

Sincerely,

Dave Jenkins  
Chair, Elgin OPP Detachment Board  
dmjenkins95@gmail.com





# ELGIN COUNTY DETACHMENT

**2024 DETACHMENT BOARD ANNUAL REPORT**





	GENERAL HEADQUARTERS		SATELLITE		400 Series Highway		Detachment Boundary		First Nation
	REGIONAL HEADQUARTERS		OPP ADMINISTERED FN		Provincial Highway		Township Boundary		Provincial Park
	DIVISION		OPP FN		Major Road		Non-OPP Policed		

# 2023-2025 STRATEGIC PLAN

## Priorities and Commitments



### PEOPLE

#### **A healthy and resilient OPP**

We will strive to support all members in achieving their professional and personal best.

### WORK

#### **A responsive and evolving OPP**

We will empower our members to ensure the best possible policing services are delivered to Ontarians.

### COMMUNITIES

#### **A collaborative and progressive OPP**

We will partner and build relationships with a shared vision for safety and well-being.

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# Message from the Detachment Commander

I am pleased to present the Elgin County Detachment – 2024 OPP Detachment Board Annual Report. This report includes crime, traffic enforcement and community well-being data and highlights initiatives and successes from the past year. 2024 represents the midway point of the Elgin County Detachment 2023-2025 Action Plan and this report provides updates on our progress in meeting our Action Plan commitments.



I am proud of the work undertaken by our detachment. In 2024, we achieved many successes which include:

- Partnering with community-based organizations, including Victim Services, to better support victims by connecting them with local resources, which resulted in significant increases in referrals.
- Improvements to our partnerships with community mental health providers, municipal policing agencies and community stakeholders through the creation of the Community Safety and Well-being Integration Table.
- We maintained our commitment to traffic safety in alignment with the Provincial Traffic Safety Strategy by prioritizing commercial motor vehicle inspections, RIDE initiatives, impaired driving offences and distracted driving violations. This resulted in the following:
  - o Decreases in CMV related fatal collisions & CMV related personal injury collisions
  - o Reductions in distracted driving related collisions
  - o Increase in RIDE initiatives
  - o Increase in Impaired Driving related charges through targeted and specific enforcement
- We partnered with community-based organizations to develop/implement co-response models that enhance our ability to respond to mental health-related calls through the submission and anticipated successful receipt of new grant funding.

We continued to leverage technology, including In-Car Cameras, ALPR, etc. to support the collection of evidence, increase transparency and enhance public and officer safety. We eagerly await the implementation of body worn cameras that will add to the technology above.

In 2025, we will be working with the Elgin OPP Detachment Board to form the 2026-2029 Elgin County Detachment Action Plan. This work will include engaging with community members to ensure the needs of the communities we serve will be reflected in the commitments we make. Development of the 2026-2029 Elgin County Detachment Action Plan will coincide with the creation of the 2026-2029 OPP Strategic Plan to ensure organizational alignment and support.

The Elgin County Detachment – 2024 OPP Detachment Board Annual Report begins to bridge the gap between *Police Services Act* (PSA) and *Community Safety and Policing Act* (CSPA) reporting requirements. In collaboration with relevant OPP program areas, working groups and the Elgin OPP Detachment Board, this report will continue to develop in the years to come to include content from the OPP Detachment Board Chair(s) and additional data and updates from the OPP.

From detachment administrative staff to frontline uniform members to specialty units to supervisors, our members continue to serve with pride, professionalism and honour. As we anticipate future challenges and opportunities for policing and community safety, we remain dedicated to our mission of serving our communities by protecting citizens, upholding the law and preserving public safety.

A/Inspector Tyler HOLMES  
Interim Detachment Commander  
ELGIN COUNTY

# Summary of Commitments

Through analysis and consultation, the following areas of focus were identified for the years 2023-2025.

Crime	Roadways, Waterways and Trails	Community Well-Being
<p>To minimize violent crime and reduce victimization in our communities.</p>	<p>To continuously monitor collision trends and causal factors and deploy commensurate resources for enforcement to promote collision reduction and eliminate risk.</p> <p>To engage with communities, stakeholders, and regional traffic teams to address specific waterway, trail, roadway safety and/or interdiction issues.</p>	<p>To promote the existing co-response model of Mental Crisis Response Team (MCRT) in Elgin County.</p> <p>To promote and execute a rapid OPP response to all missing persons, including those enrolled in Project Lifesaver.</p>

## 2024 Crime Progress Updates

Commitment	Progress Update
To minimize violent crime and reduce victimization in our communities.	<p>In-Progress - Elgin Detachment members, in partnership with the Crime Unit, continued to support victims of crime and increased referrals to Victim Services Elgin.</p> <p>Complex investigations continue to utilize large amounts of resources. Fulsome investigations continue to be the standard and charges are laid where applicable.</p> <p>Implementation of the DAI – Detachment Abuse Issues</p> <p>Investigator has bridged the gap between frontline investigations and supporting victims of abuse.</p> <p>Reductions in property related crime were noted in most areas.</p>



## 2024 Roadways, Waterways and Trails Progress Updates

Commitment	Progress Update
To continuously monitor collision trends and causal factors and deploy commensurate resources for enforcement to promote collision reduction and eliminate risk.	Members participated in provincial and regional traffic initiatives resulting in significant public interactions, education and enforcement. Continued monitoring of the fatal collision aspects within the county resulted in targeted approaches to roadway safety.
To engage with communities, stakeholders, and regional traffic teams to address specific waterway, trail, roadway safety and/or interdiction issues.	Partnerships with regional TIME team resulted in joint ATV & marine patrols. Significant decreases in off-road vehicle related collisions were observed. Robust social media campaigns and community engagement at events took place.

## 2024 Community Well-Being Progress Updates

Commitment	Progress Update
To promote the existing core response model of Mental Crisis Response Team (MCRT) in Elgin County.	Implementation of a dedicated MCRT officer to respond to Mental Health Act related calls for service has resulted in positive community feedback and resulted in increased public trust with community members seeking resources. Improvements in efficiency of response was also noted.
To promote and execute a rapid OPP response to all missing persons, including those enrolled in Project Lifesaver.	Project Life-Saver equipment was procured and existing community partnerships were leveraged to begin the implementation and launch of the program in Elgin County.



# Calls for Service

Table 1.1

All CAD Events*	Immediate Police Response Required**
33,071	7,563

\* This represents all Computer Aided Dispatch (CAD) event types created for each detachment area. Not all CAD events are dispatched to a frontline OPP detachment officer. Some events may have been actioned by another OPP member, diverted to another unit, or deemed a non-OPP event. This does not include officer or detachment generated events that have not been reported through the PCC, or any online reporting events.

\*\* This represents the total number of CAD events prioritized for an immediate police response, indicating the potential for extreme danger, catastrophic circumstances, injury, the threat of injury, death, and/or crime in progress.

# Crime and Clearance

## Violent Crimes

**Table 2.1**

Offences	2022	2023	2024	Clearance Rate
01 - Homicide	1	0	2	100.00%
02 - Other Offences Causing Death	0	0	0	-
03 - Attempted Murder	0	0	0	-
04 - Sexual Offences	33	32	53	64.15%
05 - Assaults/Firearm Related Offences	133	134	168	82.74%
06 - Offences Resulting in the Deprivation of Freedom	0	2	4	100.00%
07 - Robbery	4	3	3	66.67%
08 - Other Offences Involving Violence or the Threat of Violence	73	79	96	59.38%
09 - Offences in Relation to Sexual Services	0	0	0	-
10 - Total	244	250	326	73.01%

## Property Crimes

**Table 2.2**

Offences	2022	2023	2024	Clearance Rate
01 - Arson	1	4	1	0.00%
02 - Break and Enter	105	52	62	12.90%
03 - Theft Over \$5,000	131	113	87	4.60%
04 - Theft Under \$5,000	216	167	132	12.12%
05 - Have Stolen Goods	15	12	11	90.91%
06 - Fraud	192	174	193	6.74%
07 - Mischief	110	115	91	14.29%
08 - Total	770	637	577	11.09%

## Other Criminal Code

**Table 2.3**

Offences	2022	2023	2024	Clearance Rate
01 - Gaming and Betting	0	1	0	-
02 - Offensive Weapons	12	11	13	38.46%
03 - Other Criminal Code Offences	110	126	119	63.03%
04 - Total	122	138	132	60.61%

## Drugs

**Table 2.4**

Offences	2022	2023	2024	Clearance Rate
01 - Possession	9	7	10	80.00%
02 - Trafficking	14	22	25	44.00%
03 - Importation and Production	0	0	0	-
04 - Cannabis Possession	0	0	1	100.00%
05 - Cannabis Distribution	0	1	0	-
06 - Cannabis Sale	0	1	0	-
07 - Cannabis Importation and Exportation	0	0	0	-
08 - Cannabis Production	0	1	1	0.00%
09 - Other Cannabis Violations	0	0	0	-
10 - Total	23	32	37	54.05%

**Federal Statutes****Table 2.5**

<b>Offences</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Clearance Rate</b>
Federal Statutes	22	83	26	100.00%

**Traffic Violations****Table 2.6**

<b>Offences</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Clearance Rate</b>
01 - Dangerous Operation	7	10	7	85.71%
02 - Flight from Peace Officer	15	31	20	15.00%
03 - Operation while Impaired/Low Blood Drug Concentration Violations	75	100	109	98.17%
04 - Failure or Refusal to Comply with Demand	4	7	3	100.00%
05 - Failure to Stop after Accident	5	19	18	11.11%
06 - Operation while Prohibited	14	12	14	92.86%
07 - Total	120	179	171	78.36%

**Youth Crime****Table 2.7**

<b>Disposition Type</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Bail	0	0	0
Conviction	8	12	8
Diversion	0	0	12
Non-Conviction	23	37	14
Not Accepted	0	0	1
POA Ticket	3	3	2
NULL	4	10	19
Total	38	62	56

**Victim Referrals****Table 2.8**

<b>Offences</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Sum of Offered	624	757	1252
Sum of Accepted	189	194	360
Sum of Total	813	951	1612
Sum of % Accepted	23.25%	20.40%	22.33%

# Traffic and Road Safety

## Motor Vehicle Collisions (MVC) by Type

(Includes roadway, off-road and motorized snow vehicle collisions)

Table 3.1

Offences	2022	2023	2024
Fatal Injury Collisions	6	6	7
Non-Fatal Injury Collisions	170	154	163
Property Damage Only Collisions	1,027	918	1,093
Alcohol-Related Collisions	48	41	47
Animal-Related Collisions	489	390	506
Speed-Related Collisions	118	117	126
Inattentive-Related Collisions	211	111	100
Persons Killed	6	6	7
Persons Injured	292	233	251

## Primary Causal Factors in Fatal MVCs on Roadways

Table 3.2

Offences	2022	2023	2024
Fatal Roadway Collisions where Causal is Speed Related	1	2	3
Fatal Roadway Collisions where Causal is Alcohol/Drug Related	0	1	0
Persons Killed in Fatal Roadway Collisions where lack of Seatbelt/Helmet use is a Factor	0	1	3
Fatal Roadway Collisions where Causal is Inattentive Related	3	1	3
Fatal Roadway Collisions where Causal is Animal Related	0	0	0

## Fatalities in Detachment Area

Table 3.3

Fatality Type	Category	2022	2023	2024
Roadway	Fatal Incidents	6	5	7
Roadway	Persons Killed	6	5	7
Roadway	Alcohol/Drug Related Incidents	0	1	0
Marine	Fatal Incidents	1	0	0
Marine	Persons Killed	1	0	0
Marine	Alcohol/Drug Related Incidents	0	0	0
Off-Road Vehicle	Fatal Incidents	0	1	0
Off-Road Vehicle	Persons Killed	0	1	0
Off-Road Vehicle	Alcohol/Drug Related Incidents	0	0	0
Motorized Snow Vehicle	Fatal Incidents	0	0	0
Motorized Snow Vehicle	Persons Killed	0	0	0
Motorized Snow Vehicle	Alcohol/Drug Related Incidents	0	0	0

## Big 4

Table 3.4

Offences	2022	2023	2024
Distracted (HTA 78.1)	47	49	37
Impaired (CCC 320.14 & 320.15)	117	168	195
Seatbelt (HTA 106)	68	78	106
Speeding (HTA 128)	4,230	5,833	5,546

**Charges****Table 3.5**

<b>Offences</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
HTA	6,089	8,677	8,023
Criminal Code Traffic	162	229	239
Criminal Code Non-Traffic	614	715	789
LLCA	82	74	71
Controlled Drug and Substance Act	49	89	67
Federal Cannabis Act	1	1	7
Provincial Cannabis Act	32	39	45
Other	562	890	675

# Policing Hours

The OPP has developed a Service Delivery Model (SDM) in response to several reviews and audit recommendations. The SDM is designed to:

- Promote officer wellness through balanced workloads
- Determine adequate staffing levels at each detachment
- Ensure the continued delivery of adequate and effective policing services in accordance with the Community Safety and Policing Act (CSPA).

To implement the SDM, the OPP has submitted a seven-year staffing strategy to address required increases in detachment personnel. This model supports the OPP’s ability to:

- Respond rapidly to increasing calls for service
- Maintain safe communities through proactive patrols and community engagement
- Address municipal concerns about reduced police visibility

To monitor progress and guide detachment-level planning, the OPP has established time allocation targets for provincial constables (figure 1). These targets reflect how time should ideally be distributed by the end of the seven-year strategy.

The targets are based on a provincial average and variations are expected between detachments due to differences in geography, operational structure, recruitment and other absences.

In the short term, detachments may face challenges in achieving these targets. Continued improvements in scheduling tools, data integrity, and strategic deployment will support progress toward these goals.

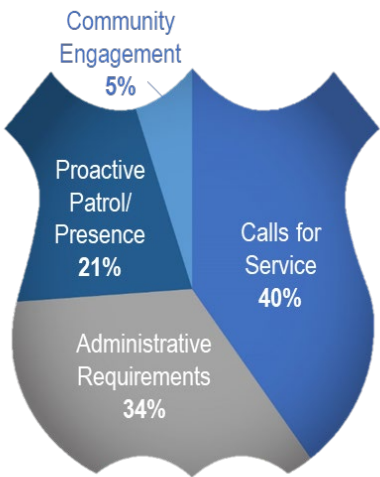


Figure 1: Service Delivery Model Provincial Target

Service Delivery Activity Allocations

Table 4.1

Calls for Service	Administrative Requirements	Proactive Patrol	Community Engagement
44.2%	36.8%	15.7%	3.3%

Hours (Field Personnel)

Table 4.2

	2022	2023	2024
TOTAL FRONTLINE HOURS	108,344	143,969	154,861

# Endnotes

## Tables 2.1, 2.2, 2.3, 2.4, 2.5, 2.6

Source: Niche Records Management System (RMS), (2025/04/23)

Note:

- Statistics Canada’s Uniform Crime Reporting Survey was designed to measure the incidence of crime in Canadian society and its characteristics.
- Actual counts (2022, 2023 and 2024) and Clearance Rate for 2024 included.
- The most serious violation methodology (MSV) is used, which is the same as Statistics Canada’s methodology. The MSV counts only the first of up to four offences per incident that occurred in the specific time range.
- First Nation population is not included.
- Statistics Canada Verified (green checkmark) only.

### Table 2.1 Violent Crimes

Corresponding Violation Description

- 01 Murder 1<sup>st</sup> Degree, Murder 2<sup>nd</sup> Degree, Manslaughter, Infanticide
- 02 Criminal Negligence Causing Death, Other Related Offences Causing Death
- 03 Attempted Murder, Conspire to Commit Murder
- 04 Sexual offence which occurred prior to January 4, 1983, Sexual Assault, Level 3, Aggravated, Sexual Assault, Level 2, Weapon or Bodily Harm, Sexual Assault, Level 1, Sexual Interference, Invitation to Sexual Touching, Sexual Exploitation, Sexual Exploitation of a Person with a Disability, Incest, Corrupting Morals of a Child, Making Sexually Explicit Material Available to Children, Parent or Guardian Procuring Sexual Activity, Householder Permitting Sexual Activity, Luring a Child via Computer, Agreement or Arrangement - Sexual Offence Against a Child, Bestiality - Commits, Compels Another Person, Bestiality in, Presence of, or Incites, a Child, Voyeurism, Non-Consensual Distribution of Intimate Images
- 05 Assault Level 3, Aggravated, Assault Level 2, Weapon/Bodily Harm, Assault Level 1, Unlawfully Causing Bodily Harm, Discharge Firearm with Intent, Using firearm/Imitation of Firearm in the Commission of an Offence, Pointing a Firearm, Assault, Peace-Public Officer, Assault Against Peace Officer with a Weapon or Causing Bodily Harm, Criminal Negligence Causing Bodily, Harm, Trap Likely to or Causing Bodily Harm, Other Assaults
- 06 Kidnapping, Forcible Confinement, Hostage Taking, Trafficking in Persons, Abduction Under 14, Not Parent/Guardian, Abduction Under 16, Removal of Children from Canada, Abduction Under 14 Contravening a Custody Order, Abduction Under 15 by Parent/Guardian
- 07 Robbery, Robbery to Steal Firearm
- 08 Extortion, Intimidation of a Justice System Participant or a Journalist, Intimidation of a Non-justice System Participant, Criminal Harassment, Indecent/Harassing Communications, Utter Threats to Person, Explosives Causing Death/Bodily Harm, Arson - Disregard for Human Life, Other Violations Against the Person, Failure to Comply with Safeguards (MAID), Forging/Destruction of Documents (MAID)
- 09 Obtaining Sexual Services for Consideration, Obtaining Sexual Services for Consideration from Person Under the Age of 18 Years, Material Benefit from Sexual Services, Material Benefit from Sexual Services Provided by Person Under the Age of 18 Years, Procuring, Procuring a Person Under the Age of 18 Years, Advertising Sexual Services

### Table 2.2 Property Crimes

Corresponding Violation Description

- 01 Arson
- 02 Break & Enter, Break & Enter to Steal a Firearm, Break & Enter a Motor Vehicle (Firearm)
- 03 Theft over \$5000, Theft over \$5000 from a Motor Vehicle, Shoplifting over \$5000, Motor Vehicle Theft
- 04 Theft \$5000 or Under, Theft under \$5000 from a Motor Vehicle, Shoplifting \$5000 or Under
- 05 Trafficking in Stolen Goods over \$5000, Possession of Stolen Goods over \$5000, Trafficking in Stolen Goods \$5000 and Under, Possession of Stolen Goods \$5000 and Under
- 06 Fraud, Identity Theft, Identity Fraud
- 07 Mischief, Mischief to Cultural Property, Hate-motivated mischief relating to property used by identifiable group, Mischief Relating to War Memorials, Altering/Destroying/Removing a Vehicle Identification Number (VIN)

## Table 2.3 Other Criminal Code

### Corresponding Violation Description

01 Betting House, Gaming House, Other Violations Related to Gaming and Betting

02 Offensive Weapons: Explosives, Weapons Trafficking, Possession and Distribution of Computer Data (Firearm), Altering Cartridge Magazine, Weapons Possession Contrary to Order, Possession of Weapons, Unauthorized Importing/Exporting of Weapons., Firearms Documentation/Administration, Unsafe Storage of Firearms

03 Failure to Comply with Order, Escape and being at large without excuse - escape from custody, Escape and being at large without excuse - Unlawfully at Large, Failure to Appear, Breach of Probation, Disturb the Peace, Child Pornography (Possessing or Accessing), Child Pornography (Making or Distributing), Public Communications to Sell Sexual Services, Offences Related to Impeding Traffic to Buy or Sell Sexual Services, Counterfeiting, Indecent Acts, Voyeurism (Expired), Corrupting Morals, Lure child via Computer (Expired), Obstruct Public/Peace Officer. Trespass at Night, Threatening/Harassing Phone Calls (Expired), Utter Threats Against Property or Animals, Advocating Genocide, Public Incitement of Hatred, Promoting or Advertising Conversion Therapy, Unauthorized Recording of a Movie/Purpose of Sale, Rental, Commercial, Distribution, Offences Against Public Order (Part II CC), Property or Services for Terrorist Activities, Freezing of Property, Disclosure, Audit, Participate in Activity of Terrorist Group, Facilitate Terrorist Activity, Instruction/Commission of Act of Terrorism, Hoax – Terrorism, Advocating/Promoting Terrorism, Firearms and Other Offensive Weapons (Part III CC), Leave Canada to Participate in Activity of a Terrorist Group, Leave Canada to Facilitate Terrorist Activity, Leave Canada to Commit Offence for Terrorist Group, Leave Canada to Commit Offence that is Terrorist Activity, Harbour/Conceal Terrorist (Max = Life), Harbour/Conceal Terrorist (Max Does Not = Life), Harbour/Conceal Person Likely to Carry Out Terrorist Activity, Offences Against the Administration of Law and Justice (Part IV CC). Sexual Offences, Public Morals and Disorderly Conduct (Part V CC), Invasion of Privacy (Part VI CC), Failure to Comply with Regulations / Obligations for Medical Assistance in Dying (MAID), Other Offences Against the Person and Reputation, Offences Against the Rights of Property (Part IX CC), Fraudulent Transactions, Relating to Contracts and Trade (Part X CC), Offences Related to Currency, Proceeds of Crime (Part XII.2 CC), Attempts, Conspiracies, Accessories, Instruct Offence for Criminal Organization, Commit Offence for Criminal Organization, Participate in Activities of Criminal Organization, Recruitment of Members by a Criminal Organization, All Other Criminal Code (includes Part XII.1 CC)

## Table 2.4 Drugs

### Corresponding Violation Description

01 Possession – Heroin, Possession – Cocaine, Possession - Other Controlled Drugs and Substances Act, Possession - Methamphetamine (Crystal Meth), Possession - Methylenedioxyamphetamine (Ecstasy), Possession – Opioid (other than heroin)

02 Trafficking – Heroin, Trafficking – Cocaine, Trafficking - Other Controlled Drugs and Substances Act, Trafficking - Methamphetamine (Crystal Meth), Trafficking - Methylenedioxyamphetamine (Ecstasy), Trafficking – Opioid (other than heroin)

03 Import / Export – Heroin, Import / Export – Cocaine, Import / Export - Other Controlled Drugs and Substances Act, Import / Export - Methamphetamines (Crystal Meth), Import / Export - Methylenedioxyamphetamine (Ecstasy), Import/Export – Opioid (other than heroin), Production – Heroin, Production – Cocaine, Production - Other Controlled Drugs & Substances Act, Production - Methamphetamines (Crystal Meth), Production - Methylenedioxyamphetamine (Ecstasy), Production – Opioid (other than heroin), Possession, sale, etc., for use in production of or trafficking in substance

04 Possession of illicit or over 30g dried cannabis (or equivalent) by adult, Possession of over 5g dried cannabis (or equivalent) by youth, Possession of budding or flowering plants, or more than four cannabis plants, Possession of cannabis by organization

05 Distribution of illicit, over 30g dried cannabis (or equivalent), or to an organization, by adult, Distribution of cannabis to youth, by adult, Distribution of over 5g dried cannabis (or equivalent), or to an organization, by youth, Distribution of budding or flowering plants, or more than four cannabis plants, Distribution of cannabis by organization, Possession of cannabis for purpose of distributing

06 Sale of cannabis to adult, Sale of cannabis to youth, Sale of cannabis to an organization, Possession of cannabis for purpose of selling

07 Importation and exportation of cannabis, Possession of cannabis for purpose of exportation

08 Obtain, offer to obtain, alter or offer to alter cannabis, Cultivate, propagate or harvest cannabis by adult, Cultivate, propagate or harvest cannabis by youth or organization

09 Possess, produce, sell, distribute or import anything for use in production or distribution of illicit cannabis, Use of young person in the commission of a cannabis offence, Other Cannabis Act



Table 2.5 Federal Statutes

Corresponding Violation Description

Bankruptcy Act, Income Tax Act, Canada Shipping Act, Canada Health Act, Customs Act , Competition Act, Excise Act, Youth Criminal Justice Act (YCJA), Immigration and Refugee Protection Act, Human Trafficking (involving the use of abduction, fraud, deception or use of threat), Human Smuggling fewer than 10 persons, Human Smuggling 10 persons or more, Firearms Act, National Defence Act, Emergencies Act, Quarantine Act, Other Federal Statutes

Table 2.6 Traffic Violations

Corresponding Violation Description

01 Dangerous Operation Causing Death, Dangerous Operation Causing Bodily Harm, Dangerous Operation

02 Flight from Peace Officer

03 Operation - low blood drug concentration, Operation while impaired causing death (alcohol), Operation while impaired causing death (alcohol and drugs), Operation while impaired causing death (drugs), Operation while impaired causing death (unspecified), Operation while impaired causing bodily harm (alcohol), Operation while impaired causing bodily harm (alcohol and drugs), Operation while impaired causing bodily harm (drugs), Operation while impaired causing bodily harm (unspecified), Operation while impaired (alcohol), Operation while impaired (alcohol and drugs), Operation while impaired (drugs), Operation while impaired (unspecified)

04 Failure or refusal to comply with demand (alcohol), Failure or refusal to comply with demand (alcohol and drugs), Failure or refusal to comply with demand (drugs), Failure or Refusal to Comply with Demand (unspecified), Failure or refusal to comply with demand, accident resulting in bodily harm (alcohol), Failure or refusal to comply with demand, accident resulting in bodily harm (alcohol and drugs), Failure or refusal to comply with demand, accident resulting in bodily harm (drugs), Failure or refusal to comply with demand, accident resulting in bodily harm (unspecified), Failure or refusal to comply with demand, accident resulting in death (alcohol), Failure or refusal to comply with demand, accident resulting in death (alcohol and drugs), Failure or refusal to comply with demand, accident resulting in death (drugs), Failure or refusal to comply with demand, accident resulting in death (unspecified)

05 Failure to stop after accident resulting in death, Failure to stop after accident resulting in bodily harm, Failure to stop after accident, Operation while prohibited

Table 2.7 Youth Crime

Source: Niche Records Management System (RMS), (2025/04/24)

Note:

- Youth Charges by Disposition Type
- Only charges that have had a disposition type recorded in the OPP Niche RMS application are included.
- Youth charges without a disposition type are not included which may result in under stating the actual youth charges.
- “NULL” represents blanks, or where officers did not indicate the Disposition Type, however charges were applied.

Table 2.8 Victim Referrals

Source: Niche Records Management System (RMS), (2025/04/24)

Note:

- Number of Referrals to Victim Service Agencies

Table 3.1 Motor Vehicle Collisions (MVC) by Type

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2025/02/21)

Note:

- Total Motor Vehicle Collisions (Fatal Injury, Non-Fatal Injury and Property Damage Only): Reportable Fatal Injury, Non-Fatal Injury and Property Damage Only Collisions entered into the eCRS for All Motorized Vehicles (MVC-Roadway, MSV- Snowmobile and ORV-Off Road Report Type) regardless of completion/approval status.
- Alcohol/Drug Related Collisions: Reportable MVC collisions where Alcohol/Drug Involved field indicated as Yes OR Contributing Factor scored as Ability Impaired (Alcohol or Drug) OR Driver Condition reported as Had Been Drinking or Ability Impaired.
- Animal Related Collisions: Reportable MVC collisions where Contributing Factor scored as Animal OR Wildlife Involved was an Animal OR Sequence of Events was an Animal.
- Speed Related Collisions: Reportable MVC collisions where Contributing Factor scored as Excessive Speed or Speed Too Fast For Conditions OR Driver Action reported as Exceeding Speed Limit or Speed Too Fast For Conditions.
- Inattentive Related Collisions: Reportable MVC collisions where Contributing Factor scored as Inattentive OR Driver Condition reported as Inattentive.
- Persons Killed or Injured: Number of Persons Injured or Killed in Reportable MVC collisions.

Table 3.2 Primary Causal Factors in Fatal MVCs on Roadways

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2025/02/21)

Note:

- Fatal Roadway Collisions where Causal is Speed Related: Reportable Fatal Roadway Collisions where Contributing Factor scored as Excessive Speed or Speed Too Fast For Conditions OR Driver Action reported as Exceeding Speed Limit or Speed Too Fast For Conditions.
- Fatal Roadway Collisions where Causal is Alcohol/Drug Related: Reportable Fatal Roadway Collisions where Contributing Factor where Alcohol/Drug Involved field indicated as Yes OR Contributing Factor scored as Ability Impaired (Alcohol or Drug) OR Driver Condition reported as Had Been Drinking or Ability Impaired.
- Persons Killed in Fatal Roadway Collisions where lack of Seatbelt/Helmet use is a Factor:  
Persons Killed in Reportable Fatal Roadway Collisions where Victim is fatally injured AND a vehicle occupant AND where safety equipment reported to be not used but available.
- Fatal Roadway Collisions where Causal is Inattentive Related: Reportable Fatal Roadway Collisions where Contributing Factor scored as Inattentive OR Driver Condition reported as Inattentive.
- Fatal Roadway Collisions where Causal is Animal Related: Reportable Fatal Roadway Collisions where Contributing Factor scored as Animal OR Wildlife Involved was an Animal OR Sequence of Events was an Animal.

Table 3.3 Fatalities in Detachment Area

Source: Ontario Provincial Police, Collision Reporting System (CRS), (2025/02/21)

Note:

- Fatal Incidents: Reportable Fatal Collisions by Report Type (Roadway, Marine, Off-Road Vehicle, Motorized Snow Vehicle).
- Persons Killed: Number of Involved Persons where Injury is fatal by Report Type (Roadway, Marine, Off-Road Vehicle, Motorized Snow Vehicle).
- Alcohol/Drug Related Incidents: Reportable Fatal Collisions by Report Type (Roadway, Marine, Off-Road Vehicle, Motorized Snow Vehicle) where Alcohol/Drug Involved field indicated as Yes OR Contributing Factor scored as Ability Impaired (Alcohol or Drug) OR Driver Condition reported as Had Been Drinking or Ability Impaired.

Table 3.4 Big 4

Source: Niche Records Management System (RMS) & eTicket, (2025/02/21)

Note:

- Speeding (HTA 128): Charges are based on date charged. Speeding = HTA s.128 charges.
- Seatbelt (HTA 106): Charges are based on date charged. Seatbelt = HTA s.106 charges.
- Distracted (HTA 78.1): Charges are based on date charged. Distracted = HTA s.78.1 charges.
- Impaired (CCC 320.14 & 320.15): Charges are based on date charged. Impaired = CCC s.320.14 & 320.15 charges.

Table 3.5 Charges

Source: Niche Records Management System (RMS) & eTicket, (2025/02/21)

Note:

- HTA: Charges are based on date charged. Highway Traffic Act Statute charges.
- Criminal Code Traffic: Charges are based on date charged. Criminal Code Traffic (CCC s320.13, 320.14, 320.15, 320.16, 320.17 & 320.18) charges.
- Criminal Code Non-Traffic: Charges are based on date charged. All CCC charges not included in the Criminal Code Traffic section above.
- LLCA: Charges are based on date charged. Liquor Licence and Control Act charges.
- Federal Cannabis Act: Charges are based on date charged. Cannabis Act charges.
- Provincial Cannabis Act: Charges are based on date charged. Cannabis Control Act charges.
- Controlled Drug and Substance Act: Charges are based on date charged. Controlled Drug and Substance Act charges.
- Other: Charges are based on date charged. "Other" charges is comprised of CAIA, Other Provincial & Federal Offences not already captured in sections above.

Table 4.1 Service Delivery Activity Allocations

Source: Daily Activity Reporting (DAR) System

Date: April 17, 2025

Note: Activity allocation percentages are based on the total reported hours of detachment provincial constables performing duties within their home detachment location.

Table 4.2 Hours (Field Personnel)

Source: Daily Activity Reporting (DAR) System

Date: January 20, 2025

Note:

- Total reported hours, excluding paid duties.
- Includes Provincial Constable to Sergeant ranks only.
- Excludes First Nations badge numbers.
- Excludes administrative accounts and joint services accounts.
- Excludes incomplete DAR entries and those with errors.
- Excludes General Headquarters location codes.

# CONTACT THE OPP

## REACH THE OPP BY PHONE

- Know your location: Be ready to describe your surroundings. Look for addresses, landmarks and buildings that may help identify your location.
- Call 9-1-1 if there is immediate risk to someone's life or property.
- Don't hang up, stay on the line
- Call 1-888-310-1122 for non-life-threatening incidents that require police attention
- TTY 1-888-310-1133, or Agent 511 for registered subscribers (for the Deaf, Hard of Hearing and Speech Impaired)

## PROVIDE AN ANONYMOUS TIP

- Call Crime Stoppers at 1-800-222-8477 (TIPS)
- Visit [www.crimestoppers.ca](http://www.crimestoppers.ca)

## SPEAK WITH AN OFFICER FOR ALL OTHER MATTERS

To arrange to meet an officer at a detachment, go to [www.opp.ca](http://www.opp.ca) to use the Local Detachment Finder and follow the prompts.

## REPORT AN INCIDENT ONLINE

You have the option to report select occurrences to police from the convenience of a computer.

Visit [www.opp.ca/reporting](http://www.opp.ca/reporting) to use the Citizen Self Reporting system. Specific incidents can be reported online without attending a detachment or waiting for an officer.

You can use this system to report:

- Theft Under \$5,000
- Mischief / Damage to Property Under \$5,000
- Mischief / Damage to Vehicle Under \$5,000
- Theft from Vehicle Under \$5,000
- Lost / Missing Property Under \$5,000 including a licence plate(s) or validation sticker(s)
- Theft of any type of gasoline from a gas station
- Driving Complaints
- Theft from Vehicle Under \$5,000
- Lost / Missing Property Under \$5,000 including a licence plate(s) or validation sticker(s)
- Theft of any type of gasoline from a gas station
- Driving Complaints

**Do not use this system if this is an emergency! If it is, call 9-1-1.**

**9-1-1 is for police, fire or medical emergencies only.**

Accidental, hang-up or abuse of 9-1-1 calls tie up emergency lines, communicators and officers which could result in the slower response to a real emergency, risking the safety of people who need urgent help.

## #KnowWhenToCall

If you've dialed 9-1-1 in error, stay on the line. Your call will be connected to police. Answer all questions asked by the communicator. This eliminates a lengthy follow up process that may lead to officers attending your location to ensure your safety.

**DETACHMENT BOARD  
ANNUAL REPORT**

**2024**



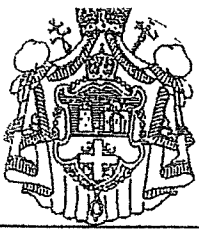
# ELGIN COUNTY DETACHMENT

42696 John Wise Line  
St. Thomas ,ON  
N5P 3S9

Tel: 519-631-2920  
Fax: 519-631-2923

Follow us on





ST. ELIJAH ORTHODOX CHURCH  
9354 GRAHAM RD., WEST LORNE,  
ONTARIO, N0L 2P0 CANADA

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JUNE 23, 2025 TO WEST ELGIN COUNCIL  
THIS IS A FORMAL NOTIFICATION ABOUT THE  
FESTIVITIES AT THE ST. ELIJAH ORTHODOX  
CHURCH AT EAGLE ON. FOR OVER 60 YEARS  
THE MUNICIPALITY HAS SUPPORTED OUR  
ANNUAL FUND RAISER.

ON SUNDAY AUGUST 3, 2025 WE ARE  
HOLDING A SPECIAL EVENT HONOURING OUR  
PATRON SAINT ELIJAH. A CHURCH SERVICE  
WILL BE HELD, FOLLOWED BY A PICNIC INVOLVING  
A LUNCHEON AT 12PM FOLLOWED BY MUSIC  
TILL 6PM. DURING THE PICNIC ALCOHOLIC  
BEVERAGES WILL BE AVAILABLE.  
ESTIMATED ATTENDENCE IS 150 PEOPLE.

IF YOU HAVE ANY QUESTIONS CALL ME AT  
519 851 6619

SINCERELY, *Alex Perovich*  
ALEX PEROVICH TREASURER



# MUNICIPALITY OF **West Elgin**

## **The Corporation of The Municipality of West Elgin**

### **By-Law No. 2025-43**

**Being a By-Law to confirm the proceedings of the Regular Meeting of  
Council held on July 17, 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 July 17, 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 17<sup>th</sup> day of July, 2025.

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Richard Leatham, Mayor

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Terri Towstiuc, Clerk