



Municipality of West Elgin

Agenda

Council Meeting

Date: November 13, 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 live streamed via zoom.

Post-meeting recording available at www.westelgin.net, when available (pending no technical difficulties). The official record of the Council Meeting shall consist solely of the approved Minutes of Council.

For live stream access, please contact the Clerk (clerk@westelgin.net) no later than 2:00pm on the date of the meeting.

Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Regular Council Agenda for November 13, 2025 as presented.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Consideration Meeting, Hookaway Drain

Recommendation:

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

4.1 Engineers Report

8

Recommendation:

That the Council of the Municipality of West Elgin hereby receives the Engineers report for the Mumford Drain, dated October 20, 2025, 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 Mumford Drain, to be considered by Council following the Court of Revision; and

That the Court of Revision be scheduled for Monday, December 8, 2025, at 9:00am virtually via Zoom; and

That Council consider the provisional By-Law 2025-61, as presented in the By-Law portion of the agenda for a first and second reading.

4.2 Public or Landowner Comment

4.3 Council Comment

4.4 Adjournment

Recommendation:

That West Elgin Council hereby adjourn the public meeting, pursuant to the *Drainage Act*.

5. Delegations

5.1 Scott Mohan Re: High Property Taxes on Commercial (Lock-it-Up) Property

5.2 Amy Sousa, Roots & Revival 2026 Re: Use of Port Glasgow Trailer Park

6. Adoption of Minutes

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Recommendation:

That West Elgin Council hereby adopt the Minutes of October 23, 2025 as presented.

7. Business Arising from Minutes

8. Staff Reports

8.1 Planning

8.1.1 Severance Application E60-25, Comments to Elgin County 30

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E60-25 – Comments to Elgin County (Planning Report 2025-24), and

That West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E60-25, subject to the Lower-Tier Municipality conditions in Appendix One of this report; and

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

8.1.2 Severance Application E64-25, Comments to Elgin County 40

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E64-25 – Comments to Elgin County (Planning Report 2025-25).

And that West Elgin Council hereby recommended approval to the Land Division Committee of the County of Elgin for severance application, File E-64-25, 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.

8.2 Wastewater

8.2.1 OCWA, Wastewater Operations, Third Quarter 2025 50

Recommendation:

That West Elgin Council hereby receive the Rodney and West Lorne Wastewater Operations Reports, Third Quarter 2025, for information purposes.

8.3 Water

8.3.1 OCWA Water Operations, Third Quarter 2025

86

Recommendation:

That West Elgin Council hereby receive the West Elgin Distribution System (Water) Operations Report, Third Quarter 2025, for information purposes.

8.4 Municipal Drains

8.4.1 Mumford Drain Tender Results

94

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuic, Clerk, re: Tender Results, Mumford Drain; and

That Council approves the low tender submission from McNally Excavating Ltd., in the amount of \$407,817.00 (HST included).

9. Committee and Board Reports or Updates

Council opportunity to provide updates from respective boards and/or committees.

10. Notice of Motion

10.1 Councillor Sousa - Implementation of Crosswalks

To be read on November 27, 2025

Whereas safety remains a key concern for all residents of West Elgin and at present there are limited painted crosswalks and no crosswalk lighting.

Therefore I, Councillor Sousa am putting forward the following notice of motion:

That Council direct staff to investigate potential options for the implementation of standard painted crosswalk infrastructure throughout West Elgin, with consideration be given to incorporating a design element within applicable crosswalks to honour our veterans and serve as a lasting symbol of remembrance within our community, and

Further, that staff include cost estimates for the installation of crosswalk lights in proximity to schools, ensuring alignment with existing or additional crossing signage.

10.2 Deputy Mayor Tellier - Policing Committee

To be read on November 27, 2025

Whereas growing concerns in the community mount regarding safety of residents, West Elgin Council hereby directs staff to reinstate The Policing Committee for The Municipality of West Elgin, appointing a council member as well as work with the OPP to have an officer appointed to the committee.

11. Council Inquires/Announcements

Council opportunity for informal Announcement and/or Inquiries.

12. Correspondence

Recommendation:

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

12.1 County of Elgin Correspondence

12.1.1	County of Elgin, Notice of Decision, E 52-25	98
12.1.2	County of Elgin Media Advisory Re: New Livestream for Council and Committee Meetings	103
12.1.3	County of Elgin Economic Development & Tourism Update, Fall 2025	104

12.2 Development Charges Updates

12.2.1	Watson & Associates, Further Updates Re: Development Charges Act	112
12.2.2	Watson & Associates, Changes to the Development Charges Framework	126
12.2.3	Letter from Rob Flack	
12.2.4	Letter dated October 30, 2025 from Hon. Robert J Flack Re: Amendments to Development Charges Act	139

12.3 Resolutions

12.3.1	Township of Stonemills Resolution 19-695-2025 Re: Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation	141
12.3.2	Municipality of Tweed Resolution C-2025-10-22 Re: Collaborative Action on Sustainable Waste Management in Ontario	143
12.3.3	City of Brampton Resolution CW303-2025 Re: Provincial Decision on Automated Speed Enforcement (ASE)	146
12.3.4	Town of East Gwillimbury Resolution Re: Opposition to the Protect Ontario by Unleashing Our Economy Act, 2025	153
12.3.5	City of Cambridge Resolution Re: Rent Protection for Tenants	156

13. Items Requiring Council Consideration

None presented prior to the meeting.

14. By-Laws

14.1 By-law 2025-61, Hookaway Drain, 1st and 2nd Reading Only 158

Recommendation:

That By-law 2025-61, being a By-Law to provide for drainage works on the Hookaway Drain in the Municipality of West Elgin, be read a first and second time, and provisionally adopted.

15. Closed Session

Recommendation:

That West Elgin Council hereby proceeds into Closed Session at _____ pm, to discuss matters pursuant to the *Municipal Act*, Section 239 (2):

- (b) Identifiable individuals (Volunteer Recognition Selection)
- (e) litigation or potential litigation (Port Glasgow Trailer Park)
- (b) Identifiable individuals (Third Party Contractors)
- (d) Labour Relations/Employee Negotiations (CAO Contract)

16. Report from Closed Session

Clerk to provide Report from Closed Session.

17. Confirming By-Law

160

Recommendation:

That By-law 2025-62 being a By-law to confirm the proceeding of the Regular Meeting of Council held on November 13, 2025, be read a first, second and third and final time.

18. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at _____ to meet again at 4:00pm, on Thursday November 27, 2025 or at the call of the Chair.

HOOKAWAY DRAIN
MUNICIPALITY OF WEST ELGIN



SPRIET
ASSOCIATES
ENGINEERS & ARCHITECTS
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Our Job No. 225112

October 20, 2025

HOOKAWAY DRAIN
Municipality of West Elgin

To the Mayor and Council of
the Municipality of West Elgin

Mayor and Council:

We are pleased to present our report on the reconstruction of parts of the Hookaway Municipal Drain serving parts of Lots 14 to 16, Concessions 8 and 9 in the Municipality of West Elgin. The total watershed area contains approximately 68 hectares.

AUTHORIZATION

This report was prepared pursuant to Section 78 of the Drainage Act. Instructions were received from your Municipality with respect to a motion of Council. The work was initiated by a petition signed by one of the affected landowners.

HISTORY

The Hookaway Drain was last reconstructed pursuant to a report submitted by W. Cnossen, P. Eng., dated Jan 12, 1988, and consisted of the reconstruction of the open drain from its outlet at Talbot Line, upstream to its head at Pioneer Line, for a total length of 6,750 lineal meters.

EXISTING DRAINAGE CONDITIONS

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

- that the owner, West Elgin Ready Mix (Roll No. 60-066-04), recently purchased the property and requested that the open ditch be enclosed to better improve the functioning of the site

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

- that the existing open drain does intersect the property which affects the redevelopment of it. Further, the size of the upstream watershed is small enough to permit an enclosure



EXISTING DRAINAGE CONDITIONS (cont'd)

- that the McLarty Drain, constructed in 1929, will receive an extension if the open drain is enclosed

Preliminary design, cost estimates, and assessments were prepared and reviewed with the requestor. Further input and requests were provided by the affected owners at that time and at later dates. Based on the proposed design it was decided to proceed with the request.

DESIGN CONSIDERATIONS

The Drainage Coefficient method contained in "DRAINAGE GUIDE FOR ONTARIO", Publication 29 by the Ontario Ministry of Agriculture, Food, and Agribusiness (OMAFRA) is typically used to design municipal drains. The Drainage Coefficient defines a depth of water that can be removed in a 24-hour period and is expressed in millimetres per 24 hours. The coefficient used to design this drain with respect to capacity was 38mm per 24 hours.

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

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

RECOMMENDATIONS

We are therefore recommending the following:

- that the Hookaway Drain be reconstructed as a closed drain, commencing at the south side of Pioneer Line and running southerly through the lands of West Elgin Ready Mix (Roll No. 60-066-04) to its outlet on the Lot line between Lots 14 and 15. The total length of the enclosure will be approximately 438 lineal meters
- that the McLarty Drain, constructed under the 1929 report, be extended to the enclosed Hookaway Drain
- that the open ditch be backfilled in such manner that will allow surface flows from the upstream lands
- that catchbasins be installed along the course of the drain to alleviate surface water flows



ENVIRONMENTAL CONSIDERATIONS AND MITIGATION MEASURES

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

SUMMARY OF PROPOSED WORK

The proposed work consists of approximately 474 lineal meters of 300mm (12") to 600mm (24") diameter HDPE sewer pipe, including related appurtenances.

SCHEDULES

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

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

Schedule 'B' - Cost Estimate. This schedule provides for a detailed cost estimate of the proposed work which is in the amount of \$171,000.00. This estimate includes engineering and administrative costs associated with this project.

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

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

Drawing No. 1, Job No. 225112 and specifications form part of this report. They show and describe in detail the location and extent of the work to be done and the lands which are affected.

ALLOWANCES

DAMAGES: Section 30 of the Drainage Act provides for the compensation to landowners along the drain for damages to lands caused by the construction of the drain. The amount granted is based on \$3,613.00/ha. for closed drain installed with wheel machine. This base rate is multiplied by the hectares derived from the working widths shown on the plans and the applicable lengths.

RIGHT-OF-WAY Section 29 of the Drainage Act provides for an allowance to the owners whose land must be used for the construction, repair, or future maintenance of a drainage works. The right-of-way that currently exist for open drain has been deemed sufficient for enclosure.



ASSESSMENT DEFINITIONS

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

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

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

ASSESSMENT

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

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

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

We assess the entire cost of this report to sole benefitting landowner, West Elgin Ready Mix (Roll No. 60-066-04). It is to be noted that the cost of this report is not eligible for the Provincial Agricultural Grant.

MAINTENANCE

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

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



MAINTENANCE (cont'd)

The portion of the extended McLarty Drain, constructed in 1929, that is extended under this report, be the sole responsibility of West Elgin Ready Mix (Roll No. 60-066-04), including future maintenance costs.



JMS:bv

Respectfully submitted,

SPRIET ASSOCIATES LONDON LIMITED

J.M. Spriet, P.Eng.

SCHEDULE 'A' - ALLOWANCES

HOOKAWAY DRAIN

Municipality of West Elgin

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

CONCESSION	LOT	ROLL NUMBER (Owner)	Section 30 Damages		TOTALS
MAIN DRAIN					
9	Pt. 15	60-066-04 (West Elgin Ready Mix)	\$	2,370.00	\$ 2,370.00
			=====		
Total Allowances			\$	2,370.00	\$ 2,370.00
			=====		
TOTAL ALLOWANCES ON THE HOOKAWAY DRAIN				\$	<u>2,370.00</u>

HOOKAWAY DRAIN**Municipality of West Elgin**

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

MAIN DRAIN

Clearing and grubbing of existing ditch	\$ 2,500.00
Backfilling of existing open ditch using on-site materials from ditch banks	\$ 20,000.00
6 meters of 600mm dia., H.D.P.E. plastic sewer pipe including rodent gate, quarry stone rip-rap protection around pipe and end of ditch (Approximately 8m ³ quarry stone req'd)	
Supply	\$ 1,300.00
Installation	\$ 1,000.00
Installation of the following concrete tile, including supply and installation of geotextile around tile joins and supply and installation of bedding and backfill material	
36 meters of 300mm dia. H.D.P.E. sewer pipe	\$ 3,200.00
432 meters of 600mm dia. H.D.P.E. sewer pipe	\$ 38,900.00
Supply of the above listed tile and pipe	\$ 55,300.00
Supply and install one 900mm x 1200mm ditch inlet catchbasin and one 900mm x 1200mm flat-top catchbasin including grates and grading	\$ 6,000.00
Supply and install two 6m - 300mm Dia. and one 12m - 300mm Dia. H.D.P.E. leads	\$ 1,500.00
Strip, stockpile and releve topsoil from tile trench and adjacent working area (4m wide) specified on drawings (approx. 438m)	\$ 3,000.00
Exposing and locating existing tile drains and utilities	\$ 1,300.00
Tile connections and contingencies	\$ 6,700.00
Allowances under Sections 30 of the Drainage Act	\$ 2,370.00

ADMINISTRATION

Interest and Net Harmonized Sales Tax	\$ 3,700.00
Survey, Plan and Final Report	\$ 18,900.00
Expenses	\$ 900.00
Supervision and Final Inspection	\$ 4,430.00
TOTAL ESTIMATED COST	\$ <u>171,000.00</u>

SCHEDULE 'C' - ASSESSMENT FOR CONSTRUCTION

HOOKAWAY DRAIN**Municipality of West Elgin**

Job No. 225112

October 20, 2025

* = *Non-agricultural*

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	BENEFIT	OUTLET	TOTAL
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MAIN DRAIN

We assess the entire cost of this report to the landowner West Elgin Ready Mix (Roll No. 60-066-04).

TOTAL ASSESSMENT ON THE HOOKAWAY DRAIN**\$ 171,000.00**

SCHEDULE 'D' - ASSESSMENT FOR MAINTENANCE

HOOKAWAY DRAIN

Municipality of West Elgin

Job No. 225112

October 20, 2025

CON.	LOT	HECTARES AFFECTED	ROLL No. (OWNER)	PERCENTAGE OF MAINTENANCE COST
MAIN DRAIN				
8	14	1.74	60-006 (Dewulf Family Farms Inc.)	1.2 %
8	15	8.35	60-007 (S. Dewulf)	5.7
8	15	4.66	60-010 (Thames Talbot Land Trust)	1.0
8	15	8.80	60-010-05 (2748537 Ontario Inc.)	3.7
8	Pt. 15	1.75	60-008 (W. Cornwall)	1.4
8	Pt. 15	0.14	60-009 (S. Walker)	0.2
8	16	13.34	60-011 (S. Dunn)	4.2
8	16	2.50	60-010-15 (M. Nicodemo)	0.5
8	16	6.13	60-014 (J. Kovacs)	1.3
8	Pt. 16	0.21	60-011-02 (G. Crouse)	0.2
9	15	6.42	60-065 (R. Hadash)	2.7
9	Pt. 15	4.82	60-066-04 (West Elgin Ready Mix)	63.3
9	Pt. 15	0.30	60-066-01 (B. Pulsifer)	0.4
9	Pt. 15	0.14	60-066 (G. McWilliam)	0.2
R.O.W.		1.66	80-107 (Chesapeake & Ohio Railway)	2.7
R.O.W.		2.59	80-108 (1179374 Ontario Inc.)	4.3
R.O.W.		0.72	60-010-01 (2748537 Ontario Inc.)	0.9
R.O.W.		1.83	60-025-60 (Hydro One Networks)	2.0
TOTAL ASSESSMENT ON LANDS				=====
				95.9 %
Pioneer Line				=====
	1.92	Municipality of West Elgin		4.1 %
TOTAL ASSESSMENT ON ROADS				=====
				4.1 %
TOTAL ASSESSMENT FOR MAINTENANCE OF THE HOOKAWAY DRAIN				=====
				100.0 %

SCHEDULE OF NET ASSESSMENT

HOOKAWAY DRAIN

Municipality of West Elgin

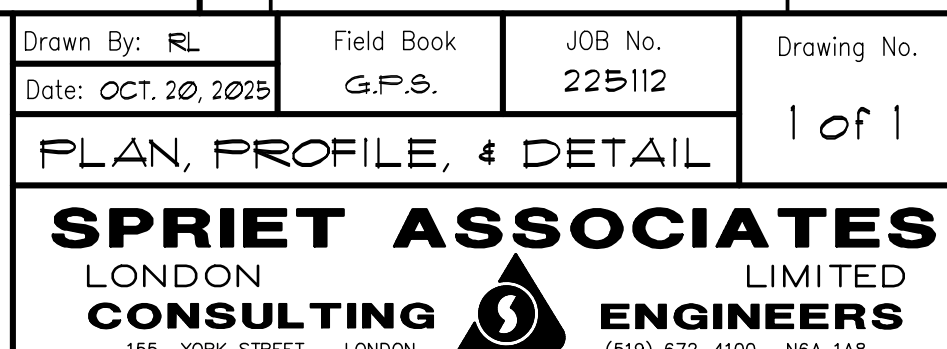
(FOR INFORMATION PURPOSES ONLY)

Job No. 225112

October 20, 2025

* = *Non-agricultural*

ROLL NUMBER (OWNER)	TOTAL ASSESSMENT	GRANT	ALLOWANCES	APPROX. NET
60-006 (Dewulf Family Farms Inc.)	\$ 171,000.00	\$ 57,000.00	\$ 2,370.00	\$ 111,630.00
TOTALS	\$ 171,000.00	\$ 57,000.00	\$ 2,370.00	\$ 111,630.00





Municipality of West Elgin

Minutes

Council Meeting

October 23, 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: Jeff McArthur, Fire Chief
Terri Towstiuc, Manager of Community Services/Clerk
Robin Greenall, Chief Administrative Officer
Dave Charron, Manager of Infrastructure & Development

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

1. Call to Order

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

2. Adoption of Agenda

Resolution No. 2025- 267

Moved: Councillor Denning

Seconded: Councillor Sousa

That West Elgin Council hereby adopts the Regular Council Agenda for October 23, 2025 as presented.

Carried

3. Disclosure of Pecuniary Interest and General Nature Thereof

No disclosures

4. Presentation, Christene Scrimgeour, 2024 Draft Financials

Christene Scrimgeour, CPA, presented West Elgin Council with the draft financial statements for the year ending December 31, 2024. Ms. Scrimgeour included the consolidated statements, which include Port Glasgow Yacht Club and West Elgin's portion of Tri-County Water, to be formatted into a Financial Information Return (FIR), once approved by Council. Ms. Scrimgeour advised that the documents provided, are in line with the Canadian Auditing Standards.

4.1 Draft Consolidated Financial Statements, Year Ending 2024

Resolution No. 2025- 268

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

That West Elgin Council hereby approve the 2024 Draft Consolidated Financial Statements, as presented by Christene Scrimgeour, Scrimgeour & Company, CPA Professional Corporation, as presented.

Carried

4.2 Draft Trust Funds, Year Ending 2024

Resolution No. 2025- 269

Moved: Deputy Mayor Tellier

Seconded: Councillor Statham

That West Elgin Council hereby approve the 2024 Draft Trust Account Statements, as presented by Christene Scrimgeour, Scrimgeour & Company, CPA Professional Corporation, as presented.

Carried

4.3 Adjusting Journal Entries, Year Ending 2024

Resolution No. 2025- 270

Moved: Councillor Denning

Seconded: Councillor Sousa

That West Elgin Council hereby receive the Adjusting Journal Entries, for Year-End 2024, as presented by Christene Scrimgeour, Scrimgeour & Company, CPA Professional Corporation, as presented.

Carried

5. Delegations

5.1 Dan Soos, Elgin ATV Club Update

Dan Soos, President of the Elgin ATV Club, local resident and local business owner, attended Council to ask for a letter of support to provide to Entegrus to acquire access to the railbed system. The Elgin ATV Club is a not-for-profit group, creating a safe riding environment affiliated with the Ontario ATV trail system. Mr. Soos advised that liability insurance is in place to access the system, as well private lands/trails. Mr. Soos also advised that the club has multiple Wardens, who are on the trails to ensure safe riding, and have taken training courses through OFATV. Members of Council expressed their support for providing a letter of support, however no formal recommendation was made.

6. Adoption of Minutes

Resolution No. 2025- 271

Moved: Councillor Statham

Seconded: Councillor Sousa

That West Elgin Council hereby adopt the Minutes of October 9, 2025 as presented.

Carried

6.1 Elgin OPP Detachment Board Minutes

Resolution No. 2025- 272

Moved: Councillor Denning

Seconded: Councillor Statham

That West Elgin Council hereby receive and file the Elgin OPP Detachment Board Meeting Minutes of June 25 and September 16, 2025.

Carried

7. Business Arising from Minutes

None.

8. Staff Reports

8.1 Fire

8.1.1 Monthly Fire Report, September 2025

Resolution No. 2025- 273

Moved: Councillor Sousa

Seconded: Councillor Statham

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

Carried

8.1.2 Letter of Support

Resolution No. 2025- 274

Moved: Councillor Denning

Seconded: Councillor Statham

That West Elgin Council approve staff issuing a letter of support to the West Lorne Legion, for a Trillium Grant.

Carried

8.1.3 2025-26 Budget Request

Resolution No. 2025- 275

Moved: Councillor Statham

Seconded: Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief; and

That West Elgin Council provide budget approval for the 2025/26 project identified within this report.

Carried

8.2 Municipal Drains

8.2.1 Fleuren Drain Extension, Tender Results

Resolution No. 2025- 276

Moved: Councillor Statham

Seconded: Councillor Sousa

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk, re: Tender Results, Fleuren Drain Extension; and

That Council approves the low tender submission from McNally Excavating Ltd. for the Fleuren Drain Extension, in the amount of \$60,907.00 (HST included).

Carried

8.3 Infrastructure & Development

8.3.1 Rodney Park

Resolution No. 2025- 277

Moved: Councillor Sousa

Seconded: Deputy Mayor Tellier

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

That West Elgin Council award the RFP for the design and construction of the playground equipment at Rodney Park to New World Park Solution with a budget up to \$350,000 including HST.

Carried

8.4 Community Services & Clerks

8.4.1 Meeting Dates and Structure for 2026

Resolution No. 2025- 278

Moved: Councillor Sousa

Seconded: Deputy Mayor Tellier

That West Elgin Council hereby receives the report from Terri Towstiuc, Manager of Community Services/Clerk Re: 2026 Regular Council Meetings Dates and Format; And

That West Elgin Council hereby approves the 2026 Council Meeting Schedule for regular and committee of the whole meetings; And

That Council direct staff to prepare and finalize a full 2026 meeting schedule, including committee and board meetings, for approval prior to December 31, 2025.

Carried

9. Committee and Board Reports or Updates

Council took a break from 5:04 to 5:12pm, prior to item 9.

No committee and/or board updates were provided.

10. Notice of Motion

None presented prior to meeting.

11. Council Inquires/Announcements

Council opportunity for any information inquiries and/or announcements.

Resolution No. 2025- 279

Moved: Deputy Mayor Tellier

Seconded: Councillor Denning

That staff send a letter of condolence to the Four Counties Health Services regarding the recent passing of Dr. Agron Alija.

Carried

12. Correspondence

Resolution No. 2025- 280

Moved: Councillor Statham

Seconded: Councillor Sousa

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

Carried

12.1 Letter of Thanks, Four Counties Health Services Foundation

12.2 Elgin County, Letter of No Appeals, E 50-25

13. Items Requiring Council Consideration

13.1 Councillor Sousa, Livestream Access for Public Participation

Resolution No. 2025- 281

Moved: Councillor Sousa

Seconded: Councillor Statham

Whereas online public access via zoom was cancelled in September 2023; And

Whereas online access for public viewing would increase accessibility for residents unable to attend in person; Now

Therefore, West Elgin Council hereby approve use of public access zoom links for Council meetings, providing audio & visual access only.

For (3): Councillor Denning, Councillor Statham, and Councillor Sousa

Against (2): Mayor Leatham, and Deputy Mayor Tellier

Carried (3 to 2)

13.2 Royal Canadian Legion Remembrance Day Request

Resolution No. 2025- 282

Moved: Councillor Sousa

Seconded: Councillor Statham

That West Elgin Council hereby receive the annual request from Royal Canadian Legion Br. 221 (West Elgin); And

That Council hereby approve the use of sound system and seating for the Remembrance Day Ceremonies on November 9, 2025 (Rodney Library, 1:00pm) and November 11, 2025 (West Lorne Cenotaph, 11:00am); And

That Council hereby approve the request to display the "Poppy Project" display of knitted poppies on the large evergreen tree located at 160 Main Street, West Lorne (West Lorne Community Complex), with installation in collaboration with the Parks and Recreation Department; And

Further That Council hereby approve a donation of \$100.00 to the Royal Canadian Legion Branch 221 Poppy Fund.

Carried

13.3 ROMA 2026 Delegation Request

Council advised they would like to submit delegation requests for 2026 ROMA, and the following topics were noted:

- Agriculture
- Mental Health and Addictions
- Health Care and Physician Attraction

- Heritage Homes
- Infrastructure and Water
- Repeat Offender (crime) Reduction

14. Closed Session

Resolution No. 2025- 283

Moved: Councillor Sousa

Seconded: Deputy Mayor Tellier

That the Council of the Municipality of West Elgin hereby proceeds into Closed Session at 5:47 pm, to discuss matters pursuant to the Municipal Act

1. Section 239 (2)(k), being 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 (Centralized Planning Services Contract); And
2. Section 239 (2)(e), being litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Port Glasgow Yacht Club).

Carried

15. Report from Closed Session

Report from Closed Session at 6:18 pm

West Elgin Council received two (2) items pursuant to Section 239(2) of the Municipal Act, and received the following recommendation:

Resolution No. 2025- 284

Moved: Councillor Statham

Seconded: Councillor Sousa

That West Elgin Council hereby receives the report Centralized Planning Services contract with the County of Elgin from Robin Greenall. CAO, And

That West Elgin Council approves the recommendation to contract its planning services with County of Elgin.

Carried

16. Confirming By-Law

Resolution No. 2025- 285

Moved: Councillor Sousa

Seconded: Councillor Statham

That By-law 2025-60 being a By-law to confirm the proceeding of the Regular Meeting of Council held on October 23, 2025, be read a first, second and third and final time.

Carried

17. Adjournment

Resolution No. 2025- 286

Moved: Deputy Mayor Tellier

Seconded: Councillor Sousa

That the Council of the Municipality of West Elgin hereby adjourn at 6:20 pm to meet again at 4:00pm, on Thursday, November 13, 2025 or at the call of the Chair.

Carried

Richard Leatham, Mayor

Terri Towstiuc, Clerk



Staff Report

Report To: Council Meeting
From: Robert Brown, Planner
Date: 2025-10-15
Subject: Severance Application E60-25 – Comments to Elgin County –
Recommendation Report – (Planning Report 2025-24)

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E60-25 – Comments to Elgin County (Planning Report 2025-24), and

That West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for severance application, File E60-25, subject to the Lower-Tier Municipality conditions in Appendix One of this report; and

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

Purpose:

The purpose of this report is to provide Council with recommendations related to authorizing municipal comments to the County of Elgin Severance Application E60-25, as Elgin County is the planning approval authority for severances.

The purpose of the application is to facilitate lot creation of an existing dwelling which is surplus to the farming operations of the applicant at 23104 Johnston Line. (Figure One)

Background:

Below is background information, in a summary chart:

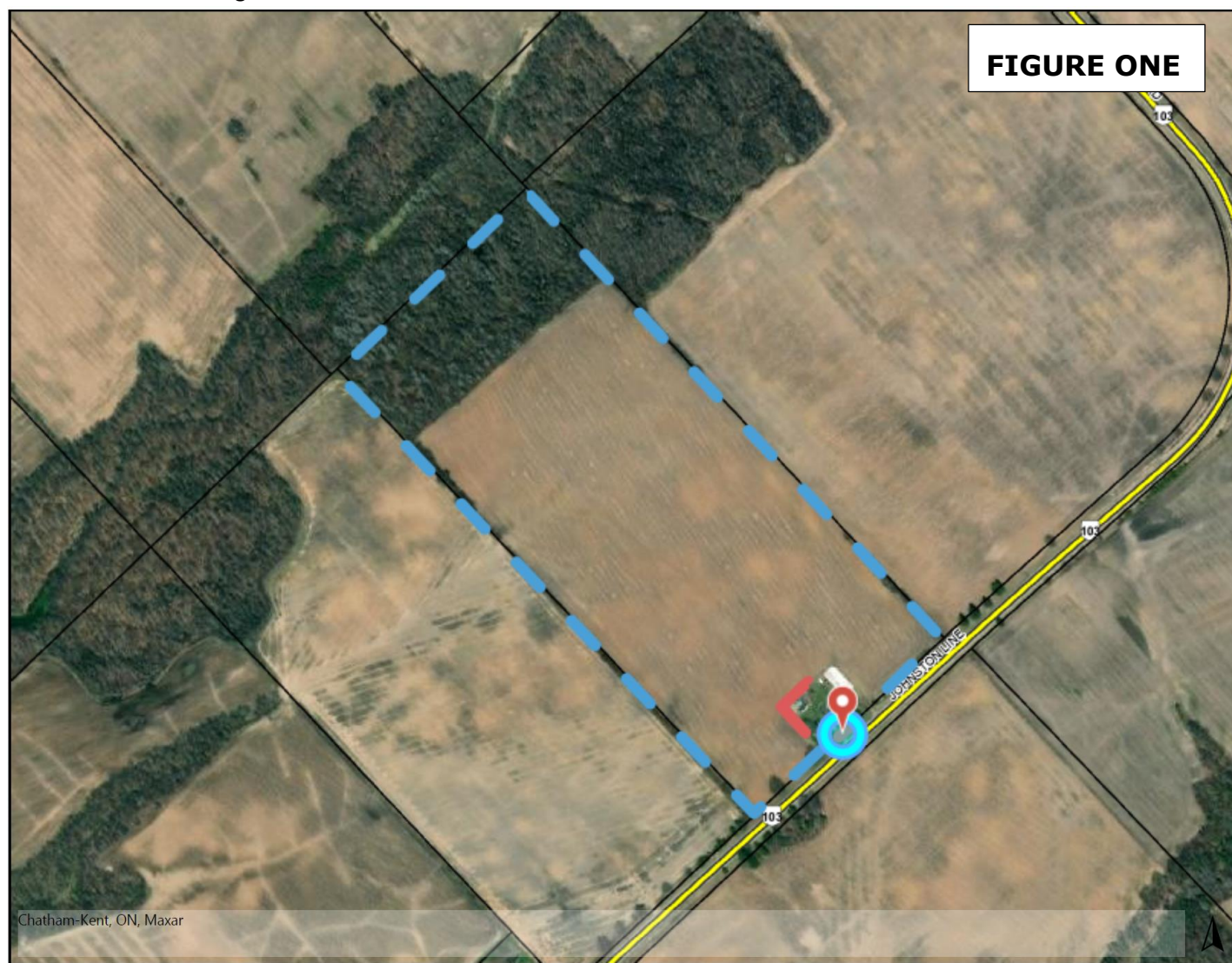
Application	E60-25
Owners/Applicants	Bernardus & Dana Zegers
Legal Description	Part of Lot 13, Concession 2
Civic Address	23104 Johnston Line
Entrance Access	Johnston Line (severed & retained)
Services	Well water & private septic system
Existing Land Area	21.05 ha (52 ac.)

Below is an outline of the dimensions for the severed and retained parcel:

Application	Severed Parcel (RED)			Retained Parcel (BLUE)		
	Width	Depth	Area	Frontage	Depth	Area
E60-25	37.5 m (123.1 ft.)	66.28 m (217.47 ft.)	0.251 ha (0.62 ac.)	259 m+/- (850 ft.) +/-	602.5 m+/- (1,977 ft.+/-)	20.79 ha (51.38 ac)

The severed parcel will include the existing dwelling and two outbuildings. The retained land will include one existing storage shed.

The Public Hearing is scheduled for November 26, 2025, at the Elgin County Land Division Committee Meeting.



Financial Implications:

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

Policies/Legislation:

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

With regard to this proposal involving severances, the Planning Authority is the County of Elgin Land Division Committee, wherein the Municipality provides agency comments to the County of Elgin as part of their decision-making process.

PPS (2024):

Lot creation in agricultural areas is permitted for a residence surplus to a farming operation because of farm consolidation, provided that the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance, in accordance with Section 4.3.3.1(c) of the PPS.

Comment: The surplus dwelling lot does not include any actively farmed lands.

New land-use in prime agricultural areas, including the creation of lots and new or expanding livestock facilities, shall comply with the minimum distance separation formulae, in accordance with Section 4.3.2.3 of the PPS.

Comment: There are no livestock facilities within 1,000 m of the proposed severed parcel.

The property does contain a wooded area. None of the wooded area is included in the proposed surplus dwelling lot and will remain as part of the retained farm parcel. The interaction between the proposed lot and wooded areas will not change as a result of the severance. As such, the proposal is consistent with the PPS.

CEOP (2025):

The subject lands are designated Agricultural Area on Schedule 'A' - County Structure Plan in the CEOP. Portions of the proposed retained parcel contain wooded areas and are within the Natural Heritage System overlay as indicated on Schedule "C" – The Natural System in the CEOP.

Section 5.9 of the CEOP permits the creation of new lots for an existing dwelling that has become surplus to the farming operation because of farm consolidation. Notwithstanding any other policies to the contrary, such a residence may be severed from the farm subject to:

- a) The lot containing the dwelling being limited in size to the area needed to accommodate the dwelling and on-site servicing only; and,

Comment: The proposed lot is 0.251 ha (0.62 ac.) and will include two of the three existing outbuildings. A larger shed on the property will remain with the retained farm parcel. See Figure Two.

- b) All residential uses being prohibited on the remnant farm parcel by way of official plan amendment and / or zoning by-law amendment.

Comment: As a condition of consent the zoning on the retained farm parcel will be amended to prohibit all future residential uses.

Therefore, this proposal conforms to the CEOP.

WEOP (2024):

The subject lands are designated as Agricultural, as shown on General Land Use Schedule '4' of the West Elgin Official Plan. The property does contain a wooded area as shown on Natural Heritage Features, Schedule '2'.

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

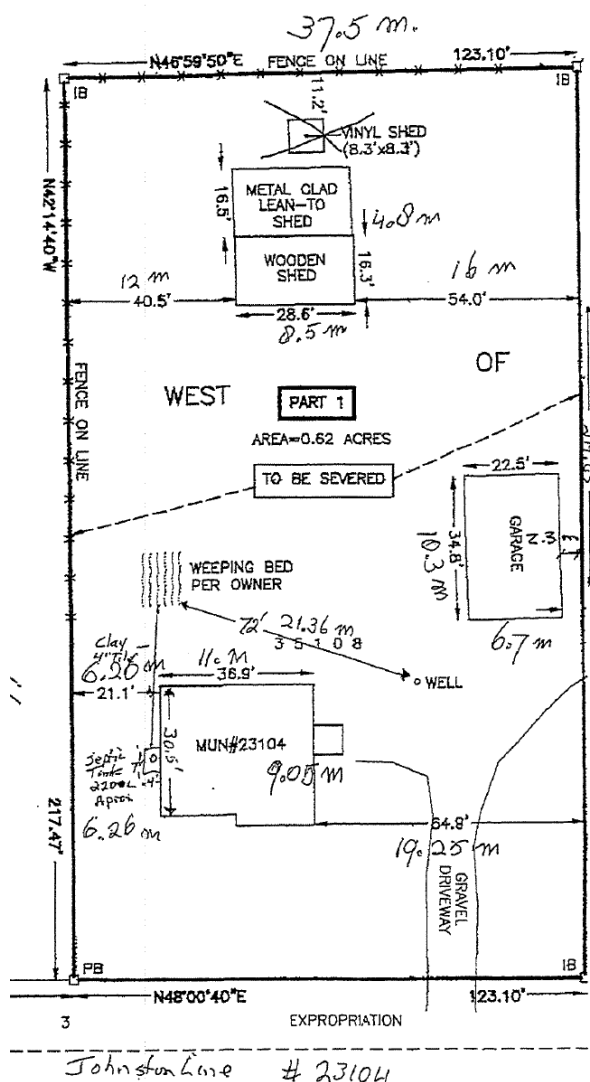
- a) The dwelling considered surplus has been in existence for at least 10 years;
- b) The dwelling is structurally sound and suitable, or potentially made suitable, for human occupancy;
- c) No new or additional dwelling unit is permitted in the future on the remnant parcel which shall be ensured through an amendment to the Zoning By-law;
- d) Compliance with MDS I with respect to any livestock building, structure, or manure storage facility on the remnant parcel;
- e) The new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services, and minimizes the loss of productive farmland; and
- f) Deteriorated derelict abandoned farm buildings (including farm buildings and structures with limited future use potential) are demolished and the lands rehabilitated.

Administration advises that:

- The applicant has indicated that the residence is surplus to the farming operation. The dwelling is well in excess of 10 years old and is structurally sound and suitable for human occupation;
- A zoning by-law amendment to prohibit a new or additional dwelling on the proposed retained parcel is required as a condition of severance;
- There are no livestock buildings proposed on the retained lands;
- The proposed severed parcel does not include any productive farmland; and
- There was a small amount livestock on the property at one point in the past. Since the lot area of the proposed is less than 0.4 ha (1 ac.) it will be placed in the Rural Residential (RR) zone which will not permit any livestock.

Section 11.21.4 Agricultural Consent Policies of the West Elgin Official Plan, allow for the consent process to be utilized for the severance of dwellings considered surplus as the result of farm consolidation, in accordance with Policy 7.1.7.2 and is in compliance with the criteria of Section 51(24) of the *Planning Act*. Therefore, this proposal conforms to the OP.

FIGURE TWO

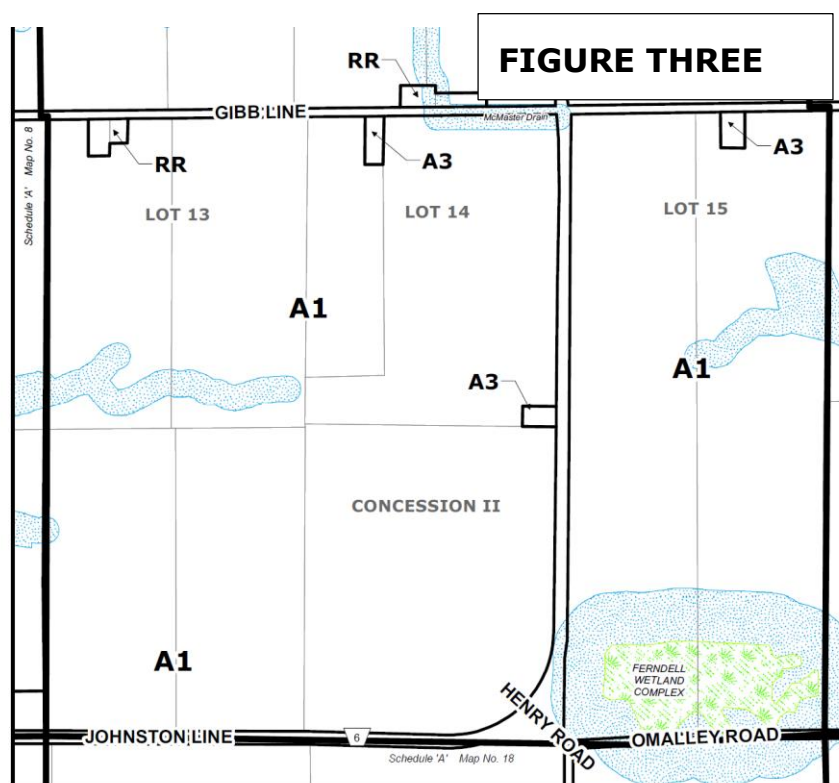


Municipality of West Elgin Comprehensive Zoning By-law 2015-36 (ZBL):

The subject lands are zoned General Agricultural (A1) Zone on Schedule A, Map 9 of the ZBL, as depicted in Figure Three. The blue hatch pattern on the mapping represents LTVCA regulated area. Permitted uses within the General Agricultural (A1) Zone include single unit dwellings. The minimum lot area and lot frontage requirements of the General Agricultural (A1) Zone are 20.2 hectares and 300 m respectively.

The proposed severed parcel area is 0.25 ha (0.62 ac.), with a lot-frontage of 37.5 m (123.1 ft.). The new parcel is less than 4,000 sq. m in area and as such will need to be rezoned to the Rural Residential Zone (RR) recognizing its non-farm use. The parcel meets the minimum lot area requirement of 2,000 sq. m and the minimum lot frontage of 30 m (98.4 ft.). The retained farm parcel will be rezoned to the Agricultural (A2) Zone which will prohibit future dwellings but will continue to permit agricultural uses.

Provided a Zoning By-law Amendment is obtained for the severed and retained parcels, as a condition of the consent application, the proposal will comply with the Zoning by-law.



Interdepartmental Comments:

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

Drainage:

- The subject lands are impacted by a municipal drain. A drainage reapportionment will be required.

Infrastructure/Utilities:

- A new 911 address will be assigned to the retained parcel.

Building Dept:

- A septic system inspection and assessment will need to be provided to the satisfaction of the municipality.

No other comments or concerns were received from Administration.

Summary:

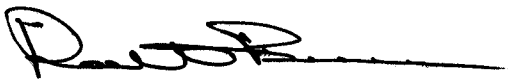
Based on the foregoing information it is Planning Staff's opinion that the proposed consent to create a lot for an existing dwelling, surplus to the needs of the prospective purchaser's farming operation, is consistent with the PPS, conforms to both the County of Elgin and Municipality of West Elgin Official Plans and will comply with the ZBL (subject to prohibition of future dwellings on the retained parcel); As such, Council can recommend to the County of Elgin that the consent be approved, subject to the lower-tier municipal conditions listed in this report. (Appendix One)

The County of Elgin, as the Planning Approval Authority, will also review the application for consistency and conformity with PPS, CEOP, WEOP and ZBL and obtain comments from other applicable agencies. The Land Division Committee will hold a mandatory public meeting at which members of the public may provide comment, as part of the decision-making process on the planning application.

Alignment with Strategic Priorities:

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

Respectfully submitted by,



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

Report Approval Details

Document Title:	Severance Application E60-25 - Comments to Elgin County - Recommendation Report - 2025-24-Planning.docx
Attachments:	- Planning Report 2025-24 Appendix One - Comments to the County of Elgin.pdf
Final Approval Date:	Nov 5, 2025

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

Robin Greenall

Planning Report 2025-24: Severance Report E60-25 –

Comments to the County of Elgin

Appendix One

Severance Application E60-25 Conditions:

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 such amendment of the Zoning By-law shall 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 the Applicant have a drainage reapportionment completed pursuant to the *Drainage Act*, to the satisfaction and clearance of the Municipality;
7. 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.
8. 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*.



Staff Report

Report To: Committee of Adjustment
From: Robert Brown, Planner
Date: 2025-10-15
Subject: Severance Application E64-25 – Comment to Elgin County –
Recommendation Report – (Planning Report 2025-25)

Recommendation:

That West Elgin Council hereby receives the report from Robert Brown, Planner regarding severance application File E64-25 – Comments to Elgin County (Planning Report 2025-25).

And that West Elgin Council hereby recommended approval to the Land Division Committee of the County of Elgin for severance application, File E-64-25, 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.

Purpose:

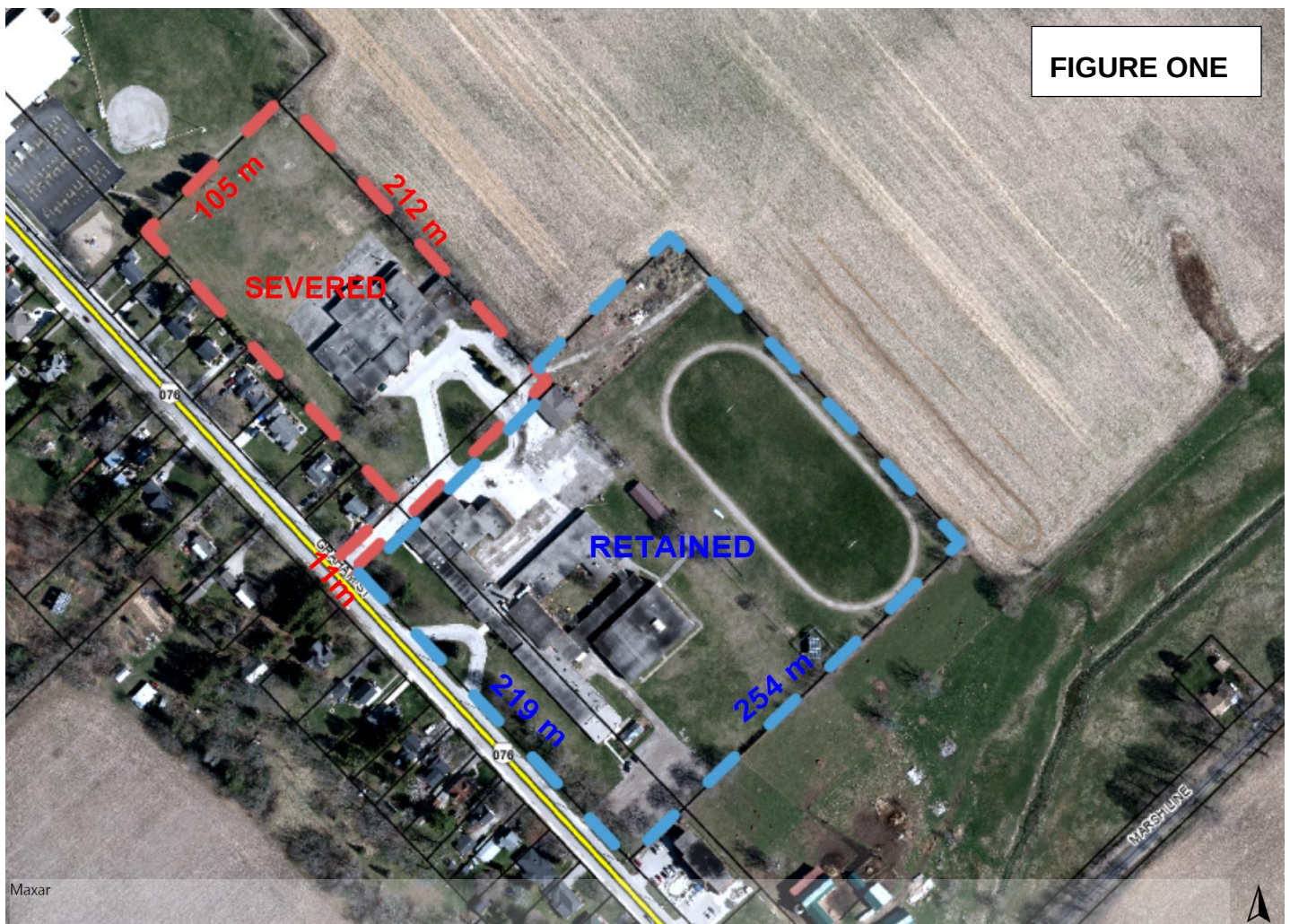
The purpose of this report is to provide Council with recommendations related to authorizing municipal comments to the County of Elgin Severance Application E64-25, as Elgin County is the planning approval authority for severances.

The property contains an existing secondary school (139 Graham St.) and senior elementary school (145 Graham St.). The elementary school was closed some time ago. The Thames Valley District School Board (TVDSB) declared the building and property on which it was located surplus, and it was listed for sale. The applicant has entered into an agreement of purchase with the school board with the understanding that a severance application would be filed to sever the former elementary school on an approximately 2.26 ha (5.6 ac.) lot. (Figure One) The property will have access from Graham St. with approximately 11m (36.09 ft.) of frontage. The retained parcel has approx. 219 m of frontage. The parking and access to the retained land were recently updated to provide a new parking area and bus drop off in light of the sale of the surplus lands.

Background:

Below is a summary cart of the background information:

Application	E64-25
Owner	Thames Valley District School Board
Applicant	Tyler Arvai
Legal Description	Part of Lot 19, Concession 9, Lot 6 & 107, Plan 199
Civic Address	139 & 145 Graham Road
Services	Municipal water & sanitary sewer
Existing Land Area	7.16 ha (17.7 ac.)



Below is an outline of the dimensions for the severed and retained parcels:

Application	Severed Parcel (RED)			Retained Parcel (BLUE)		
	Frontage	Depth	Area	Frontage	Depth	Area
E64-25	11 m (36 ft.)	105 m (344.48ft.)	2.26 ha (5.6 ac)	219 m (718.5 ft.)	254 m (833.3 ft.)	29.9 ha (12.1 ac.)

The severed parcel contains the former senior elementary school while the retained lands continue to support the secondary school.

The Public Hearing is scheduled for November 26, 2025, at the Elgin County Land Division Committee Meeting.

Financial Implications:

Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended from time to time. The severance will result in a reassessment of the property. Since school boards do not pay property taxes once the severed parcel is assessed and under new ownership there will be new tax revenue as a result.

Policies/Legislation:

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

With regard to this proposal involving severances, the Planning Authority is the County of Elgin Land Division Committee, wherein the Municipality provides agency comments to the County of Elgin as part of their decision-making process.

PPS (2024):

The lands in question are designated residential and within the settlement area of West Lorne. Section 2.3.1 General Policies for Settlement Areas notes, "*Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.*"

Comment: The proposed severance will help to facilitate potential redevelopment of the severed lands within an area that has additional development potential toward the east. Reuse of the

existing building can be supported on the proposed lot with the limited frontage, depending on the scale of that future use. Removal of the existing building for other forms of redevelopment will require further consideration at that time and may require that addition frontage along Graham St. be considered.

Section 2.4 Strategic Growth Areas would also be applicable to the proposed severance and notes, *“Planning authorities are encouraged to identify and focus growth and development in strategic growth areas.”*

Comment: The subject lands are part of a larger area of residential lands to the east and open space to the north. With existing limited linear development along the east side of Graham these lands along with other lands in the southeast quadrant of West Lorne would be a strategic area to develop over the planning timeframe of the recently approved West Elgin Official Plan.

As such, the proposal is consistent with the PPS.

CEOP (2025):

The subject lands are designated Tier One Settlement Area on Schedule ‘A’ – County Structure Plan within the CEOP.

6.8 Development in Tier I Settlement Areas

In addition to the protection of urban character, in cases where new development is proposed within a Tier I Settlement Area, it shall be demonstrated that the new development will:

- a) comprehensively develop the land in question, serve as a logical extension to the existing built-up area, be compact, and minimize the consumption of land and infrastructure;

Comment: The proposed consent is just the initial step toward future redevelopment of the lands. In consultation with the municipality, it has been noted that additional review and approvals will be necessary for reuse of the existing building and any other plans such as additional or new uses on the site.

- b) comply with the relevant transportation policies of Subsections 8.3 to 8.15 and relevant servicing policies of Subsections 8.16 to 8.23;

Comment: The site has access to full municipal services and is located on a County road. The consent on its own does not raise issues related to either roads or services. Once a comprehensive redevelopment plan is prepared, additional considerations may be necessary at that time.

- c) where feasible, retain and integrate, mature trees into the development through the preparation of tree preservation plan and/or landscape plan, regardless of whether the trees form part of the designated Natural System;

Comment: There are existing trees on the subject site and along the lot lines. There are no immediate plans for redevelopment of the site that would lead to any need for removal. If more comprehensive plans come forward in the future tree preservation will be considered.

- d) achieve a minimum net density of 20 units/net hectare where residential development is proposed however, should the County or a local municipality be satisfied that this is not appropriate in certain circumstances due to geography, topography, or other similar factors, this requirement may be waived;

Comment: No new development is presently planned for the site.

- e) front onto, and be directly accessed, by a public road that is maintained year-round by a public authority;

Comment: Access to a public road will be available.

- f) conform to the access policies of the relevant road authority; and,

Comment: Reuse of the property as is, can be managed with the limited frontage. Future larger scale development will require additional consideration at that time.

- g) make any required improvements to public roads, including any required road dedications, needed to facilitate a safe ingress and egress and to meet the standards and requirements of the appropriate road authority.

Comment: It was noted during the pre-consultation stage of the application that the County of Elgin will require a road widening along the entire frontage of the severed and retained lands.

Therefore, this proposal conforms to the CEOP.

WEOP (2024):

The severed lands are within the West Lorne Settlement area as shown on General Land Use Schedule '4' and designated Residential, as shown on Schedule '4A' of the West Elgin Official Plan. The residential land-use designation typically includes institutional uses such as schools or other public use facilities. These types of uses are considered supportive of residential areas and, as is the case here, offers the opportunity for redevelopment to other residential uses without amendment of the plan if the institutional use is discontinued.

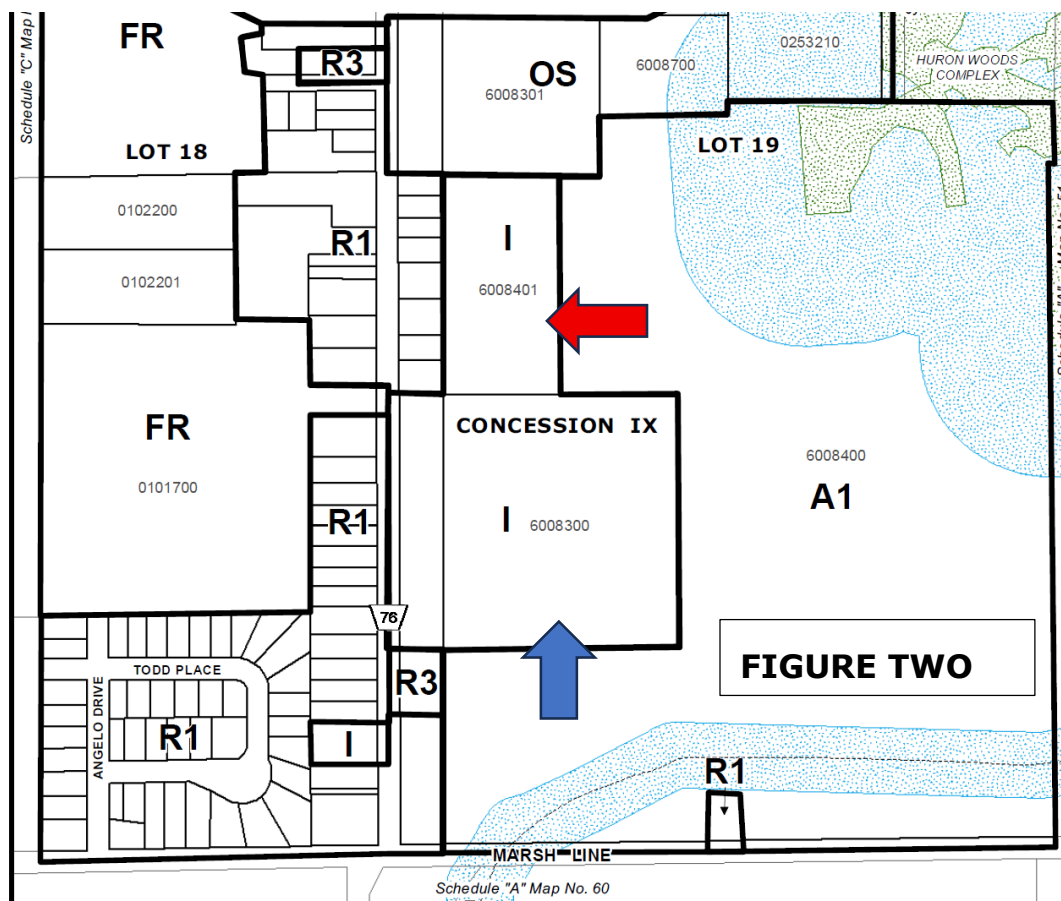
Redevelopment of the site, beyond the existing use and building, will require further review when plans come forward. At this point the proposed severance is to simply separate and sell the surplus lands and building. The consent process is then the appropriate mechanism to subdivide the parcel.

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

The subject lands are zoned Institutional (I) Zone on Schedule C, Map 6 of the ZBL, as depicted in Figure Two. The blue hatch pattern on the mapping represents LTVCA regulated area. The retained lands will remain in the Institutional (I) Zone and will meet the minimum lot area and frontage requirements. There is an existing accessory building in the northeast corner of the lot that may be located close to the proposed lot line. The applicant should be advised that a minimum of 1 m must be maintained between the new lot line and the existing accessory building.

The minimum frontage requirement for the I zone is 30 m (98.4 ft.). The proposal will result in a frontage of approximately 11 m (36 ft.). This will need to be addressed as a condition of the consent approval via a minor variance or zoning amendment.

Provided the reduced lot frontage of the severed parcels is addressed, as a condition of the consent application, the proposal will comply with the Zoning By-law.



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

SCALE 1:5,000

0 50 100 200 300 400 Metres

Municipality of West Elgin Zoning By-Law

Schedule "C"

Map No. 6

Interdepartmental Comments:

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

Drainage:

- If the subject lands are impacted by municipal drains. A drainage reapportionment is required.

Infrastructure/Utilities:

- Confirmation of a separate storm water outlet connection and its location will be needed.

Building Dept:

- No concerns but assume that a zoning amendment may be necessary for redevelopment and to address any zoning deficiencies.

No other comments or concerns were received from Administration.

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
☐ To improve West Elgin's infrastructure to support long-term growth.	☐ To provide recreation and leisure activities to attract and retain residents.	☒ To ensure a strong economy that supports growth and maintains a lower cost of living.	☐ To enhance communication with residents.

Respectfully submitted by,



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

Report Approval Details

Document Title:	Severance Application E64-25 - Comment to Elgin County - Recommendation Report - 2025-25-Planning.docx
Attachments:	- Planning Report 2025-25 Appendix One - Comments to the County of Elgin.pdf
Final Approval Date:	Nov 5, 2025

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

Robin Greenall

Planning Report 2025-25: Severance Report E64-25 –

Comments to the County of Elgin

Appendix One

Severance Application E64-25 Conditions:

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 and such amendment of the Zoning By-law shall come into full force and effect pursuant to the Planning Act, to the satisfaction and clearance of the Municipality.
5. That the Applicant provide verification that there is a legal storm water outlet and that it is aligned with the frontage of the severed parcel, to the satisfaction and clearance of the Municipality.
6. That the Applicant have a drainage reapportionment completed pursuant to the *Drainage Act*, to the satisfaction and clearance of the Municipality, if applicable;
7. That prior to final approval of the County, the County is advised in writing by the Municipality how the above-noted conditions have been satisfied.
8. 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*.



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Rodney Water Pollution Control Plant Operations Report Third Quarter 2025

Ontario Clean Water Agency, Southwest Region
Joe Daly, Senior Operations Manager
Date: November 7, 2025

Facility Information:

Facility Name: Rodney Water Pollution Control Plant (WPCP)
Facility Type: Municipal
Classification: Class 2 Wastewater Collection, Class 2 Wastewater Treatment

Operational Description:

The collection system consists of sewers and one submersible pumping station. The treatment facility main elements are an extended aeration process designed for combined carbon removal and nitrification. The discharge of secondary clarifier: effluent is filtered and disinfected with ultraviolet light before being re-aerated and discharged to the Sixteen Mile Creek. The waste activated sludge is discharged to a lagoon for storage. Dual-point chemical addition alum: is used for phosphorus removal. Sodium hydroxide is added for control of alkalinity.

Service Information

Areas: Serviced: Village of Rodney

Design Capacity:

Total Design Capacity: 590 m³/day
Total Annual Flow (2024 Data): 154,444 m³/year
Average Day Flow (2024 Data): 421.9 m³/day
Maximum Day Flow (2024 Data): 2,604.4 m³/day

Treatment Process Features:

Effluent Receiver: Sixteen Mile Creek to Lake Erie
Major Process: Extended aeration
Phosphorus Removal: Continuous, Use of alum
Additional Treatment: Effluent filtration
Discharge Mode: Continuous discharge
Effluent Disinfection Practice: UV Disinfection
Sludge Stabilization: Lagoon storage

Contacts:

Regional Manager: Sam Smith (226) 377-1540
Senior Operations Manager: Joe Daly (226) 376-7957
Business Development Manager: Robin Trepanier (519) 791-2922

SECTION 1: COMPLIANCE SUMMARY

Compliance of the system is evaluated against the Environmental Compliance Approval (ECA). The operations of the Rodney Water Pollution Control Plant (WPCP) are in accordance with Environmental Compliance Approval # 1177-DJDLFK, which covers the entire plant. An Environmental Compliance Approval (ECA) is a permission that allows businesses to operate their facility or site with environmental controls that protect human health and the natural environment. In accordance with the Ontario Water Resource Act Section 53, no person shall use, operate, establish, alter, extend or replace new or existing sewage works except under and in accordance with an environmental compliance approval.

FIRST QUARTER:

There were no compliance or exceedance issues reported during the first quarter.

SECOND QUARTER

There were no compliance or exceedance issues reported during the second quarter.

THIRD QUARTER

There were no compliance or exceedance issues reported during the third quarter.

SECTION 2: INSPECTIONS

FIRST QUARTER:

There were no Ministry of Environment, Conservation and Parks (MECP) or Ministry of Labour (MOL) inspections conducted in the first quarter.

SECOND QUARTER

There were no MECP or MOL inspections conducted in the second quarter.

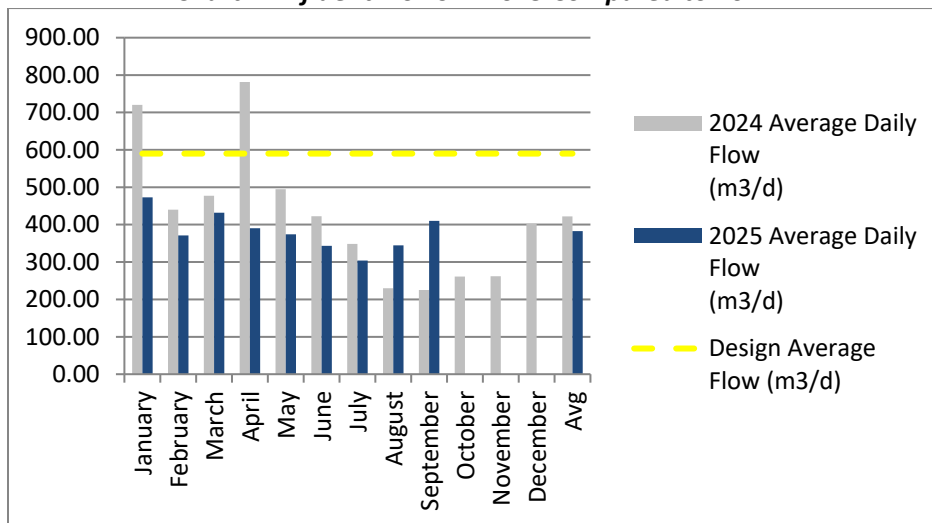
THIRD QUARTER

There were no MECP or MOL inspections conducted in the third quarter.

SECTION 3: PERFORMANCE ASSESSMENT REPORT

The average daily flow recorded at the water pollution control plant (WPCP) so far in 2025 is 382.65m³/d. The average daily flow in 2024 was 422.0 m³/d, therefore the flow for 2025 is down by 9.3% when compared to 2024. The plant is currently at 64.9% of its rated capacity of 590 m³/d, as defined in the facilities Environmental Compliance Approval NUMBER 1177-DJDLFK. The rated capacity is calculated based on the definition of the ECA which is defined as the annual average daily influent flow for which the sewage treatment plant is designed to handle. Chart 1 below outlines the monthly average flows for 2025 compared to 2024.

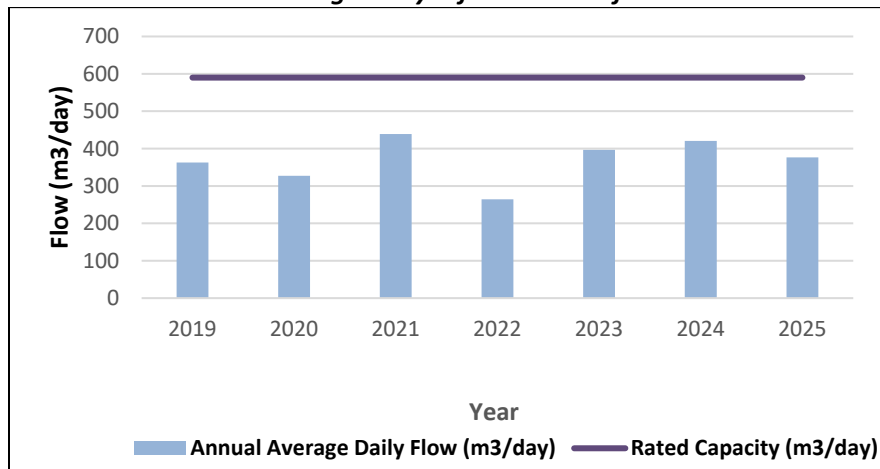
Chart 1. Influent Flows in 2025 Compared to 2024



Note: The flow is measured in a flow measurement chamber containing a V-notch weir and an ultrasonic transducer located at the outlet of the final clarifier. The term influent will be used to describe the flow at the facility.

The annual average daily influent flow is calculated as per the ECA which is defined as the cumulative total sewage flow of influent to the sewage treatment plant during a calendar year divided by the number of days during which sewage was flowing to the sewage plant that year. Chart 2 below shows the annual average daily influent flow from 2019 to 2025.

Chart 2. Annual Average Daily Influent Flows from 2019 to 2025



Raw samples are taken on a bi-weekly basis following the ECA requirements. The table below shows the raw sample result ranges so far for 2025.

Table 1. Raw water sample result ranges for 2025.

	BOD5 (mg/L)	TSS (mg/L)	TKN (mg/L)	TP (mg/L)
January	78-136	95-135	13.6-32.6	1.74-4.57
February	58-188	72-168	20.3-32.1	2.20-5.65
March	117-166	139-178	15.5-49.9	3.19-3.65
April	63-238	94-130	52.2-62.0	1.66-5.22
May	174-287	288-445	28.4-31.3	5.43-7.60
June	71-114	74-108	6.0-34.2	3.08-3.29
July	68-88	124-128	36.1-47.1	1.04-3.72
August	163-347	94-180	50.2-59.8	4.65-4.82
September	226-239	225-281	31.5-66.3	5.36-6.24
October	--	--	--	--
November	--	--	--	--
December	--	--	--	--
Annual Average	153.8	166.4	38.5	4.30
*Medium Strength Concentration Ranges	150-200	150-200	30-40	6-8

Biochemical Oxygen Demand- BOD5, Total Suspended Solids- TSS, Total Kjeldahl Nitrogen- TKN, Total Phosphorus- TP

There are no specified raw sewage design concentrations or loadings for the treatment plant. Raw sample results are evaluated based on Ontario's Design Guidelines for Sewage Works, typical residential sewage concentrations (medium strength). Consistently higher than expected concentrations of influent parameters would be investigated in the collection system, as required. Additional monitoring would also be considered.

The effluent is sampled on a bi-weekly basis following the requirements of the ECA. Effluent quality objectives and limits are defined in the ECA and are specific to the Rodney WPCP.

Design objectives are imposed to establish non-enforceable effluent target concentrations to be used as a mechanism to trigger corrective action proactively and voluntarily before environmental impairments occur. Compliance limits however, are imposed and are enforceable to ensure the final effluent discharged from the treatment system to the environment meets the Ministry's effluent quality requirements.

The average effluent biochemical oxygen demand BOD5 so far in 2025 is 3mg/L, meeting both effluent objectives and limits identified in the ECA, with the exception of an objective exceedance in May. BOD5 is a common indicator of wastewater strength and is used to assess the effectiveness of wastewater treatment processes that specifically remove biodegradable organic pollutants. The Rodney WPCP strives to meet a 5 mg/L or less BOD5 concentration. To achieve this, operations staff monitor the dissolved oxygen concentrations and mixed liquor suspended solids in the biological treatment process. The objective exceedance reported in May was likely caused by a tripped alum pump which resulted in poor solids settling. The annual average result for BOD5 in 2024 was 2.96mg/L, therefore the results for

2025 are up by 1.35% when compared to 2025 (refer to Chart 3). Chart 4. outlines the historical annual average effluent BOD5 concentrations from 2019 to 2025.

Chart 3. Average Monthly Effluent BOD5 results for 2025 compared to 2024.

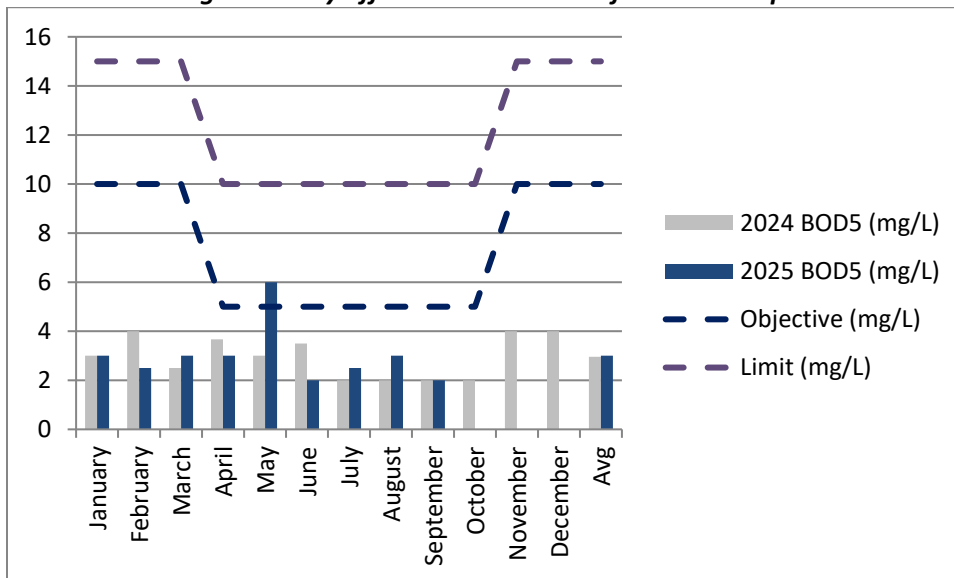
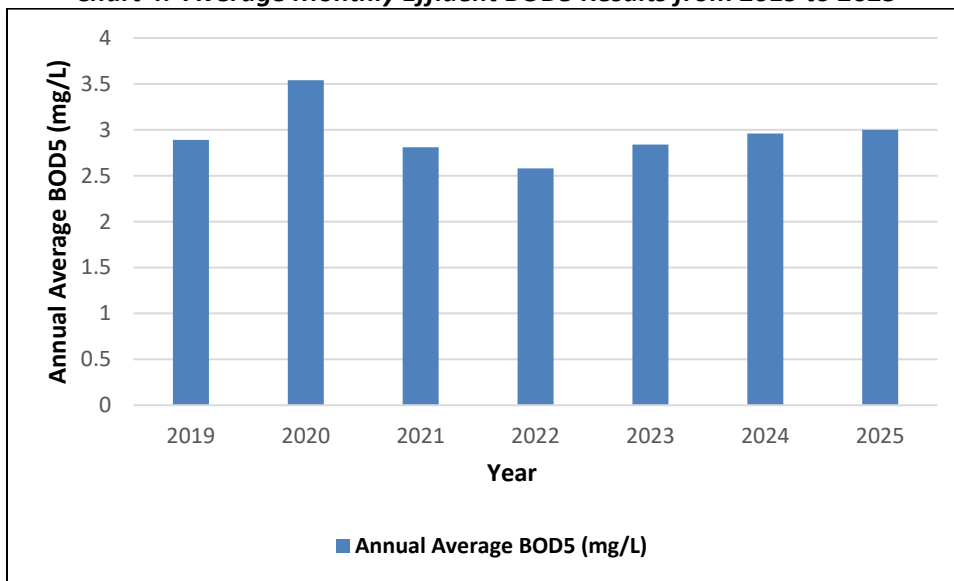


Chart 4. Average Monthly Effluent BOD5 Results from 2019 to 2025



The average effluent total suspended solids (TSS) so far in 2025 is 4.26 mg/L, meeting both effluent objectives and limits identified in the ECA, with the exception of an objective exceedance in April. Total suspended solids (TSS) are particles larger than 2 microns, such as algae, silt, and decaying organic matter, that are suspended in wastewater. The Rodney WPCP strives to meet a 5 mg/L or less TSS concentration. To achieve this, operations staff monitor the alum dosage, mixed liquor suspended solids and wasting rates in the biological treatment process. There was one objective exceedance reported in April which was due to a heavy rain event and high flows. The annual average result for TSS in 2024 was 4.7mg/L, therefore the results for 2025 are down by 8.4% when compared to 2024 (refer to Chart 5). Chart 6. outlines the historical annual average effluent TSS concentrations from 2019 to 2025.

Chart 5. Average Monthly Effluent TSS Results for 2025 Compared to 2024

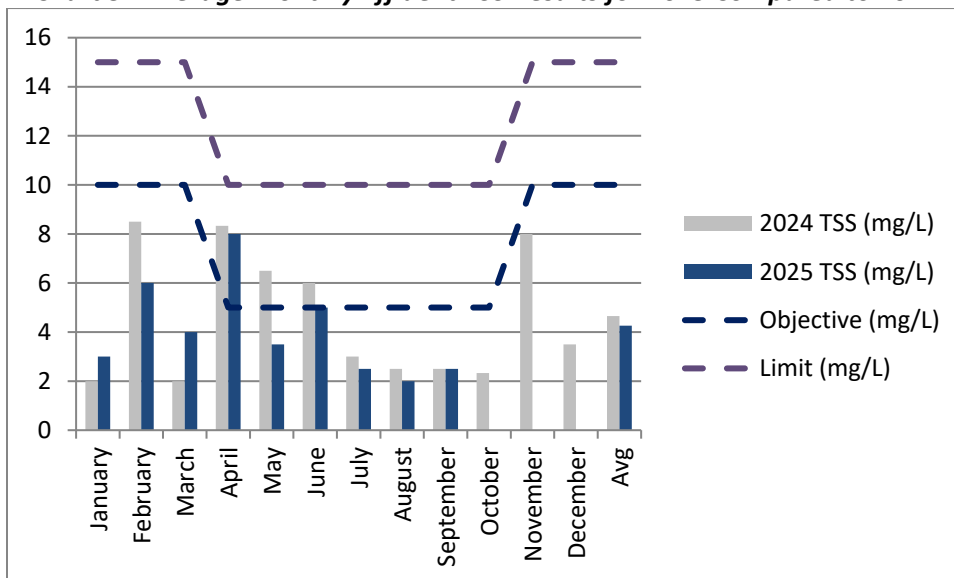
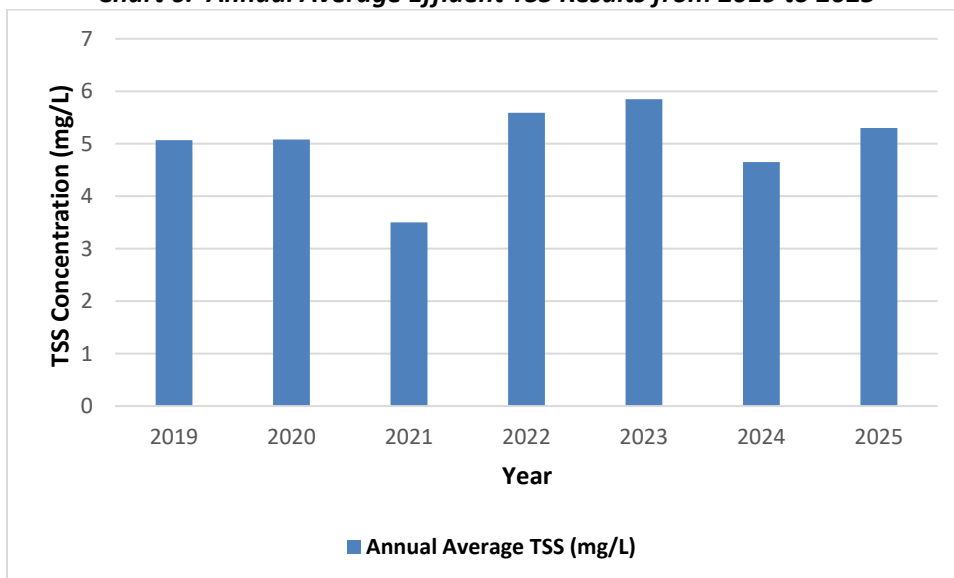


Chart 6. Annual Average Effluent TSS Results from 2019 to 2025



The average effluent total phosphorus (TP) so far in 2025 is 0.16mg/L, meeting both effluent limits and objectives identified in the ECA. Total phosphorus is the sum of all forms of phosphorus in a sample, including dissolved and particulate phosphorus. The Rodney WPCP strives to meet a 0.30 mg/L or less TP concentration. To achieve this, operations staff monitor the alum dosage, mixed liquor suspended solids and return activated sludge rates in the biological treatment process. The annual average result for TP in 2024 was 0.13mg/L, therefore the results for 2025 are up 23% when compared to 2024 (refer to Chart 7). Chart 8. outlines the historical annual average effluent TP concentrations from 2019 to 2025.

Chart 7. Average Monthly Effluent Total Phosphorus Results for 2025 Compared to 2024

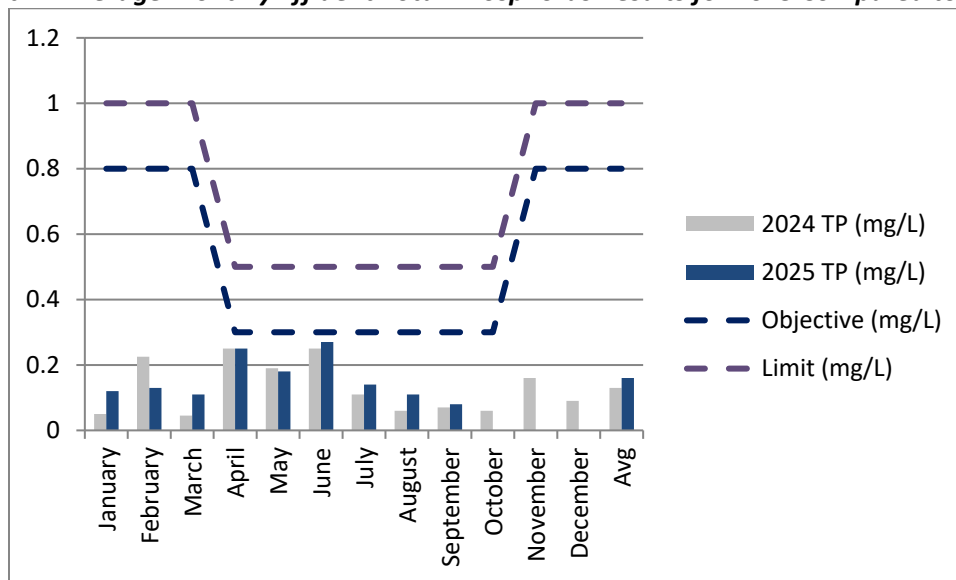
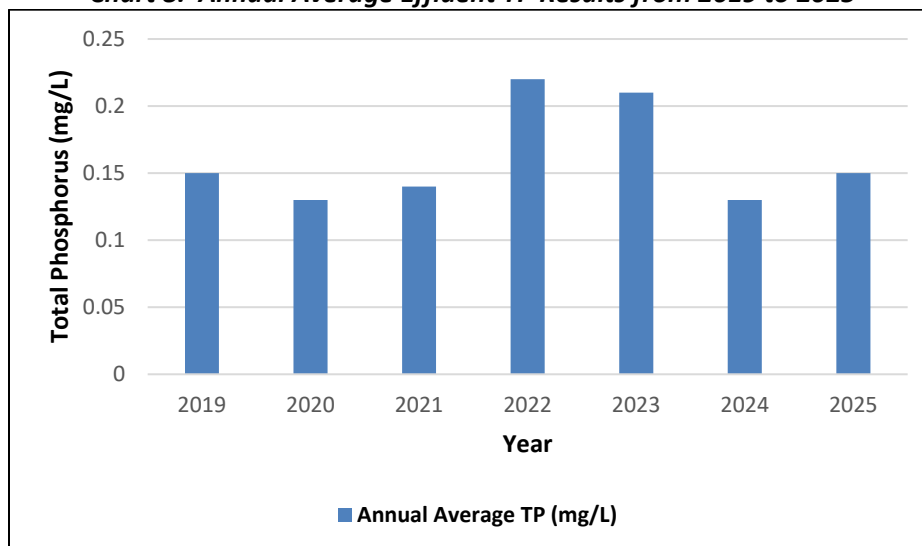


Chart 8. Annual Average Effluent TP Results from 2019 to 2025



The average effluent total ammonia nitrogen (TAN) so far in 2025 is 0.28 mg/L, meeting both effluent objectives and limits identified in the ECA. Total ammonia nitrogen (TAN) is the sum of both ammonia and ammonium in a sample. The Rodney WPCP strives to meet a 4 mg/L or less during the freezing periods and a 2 mg/L during the non-freezing period. To achieve this, operations staff monitor the DO, alkalinity, pH, mixed liquor suspended solids and waste activated sludge rates in the biological treatment process. The annual average result for TAN in 2024 was 0.22mg/L, therefore the results for 2025 are up by 27% when compared to 2024 (refer to Chart 9). Chart 10. outlines the historical annual average effluent TAN concentrations from 2019 to 2025.

Chart 9. Average monthly Effluent Total Ammonia Nitrogen Results for 2025 Compared to 2024

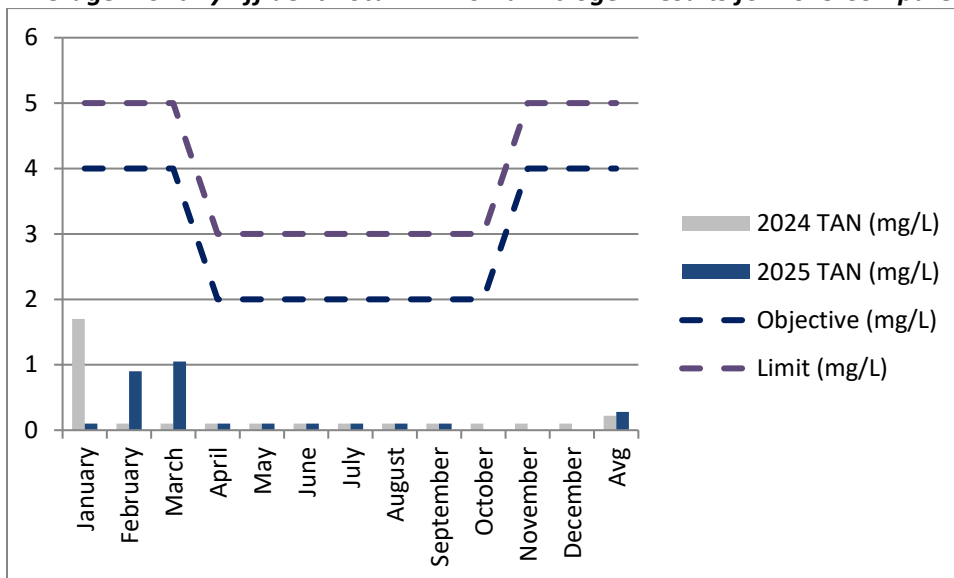
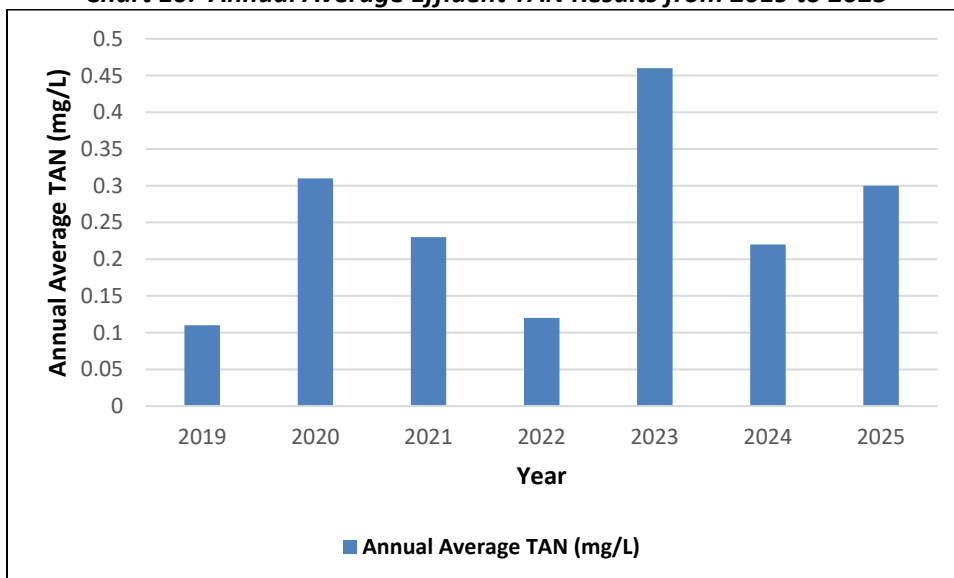
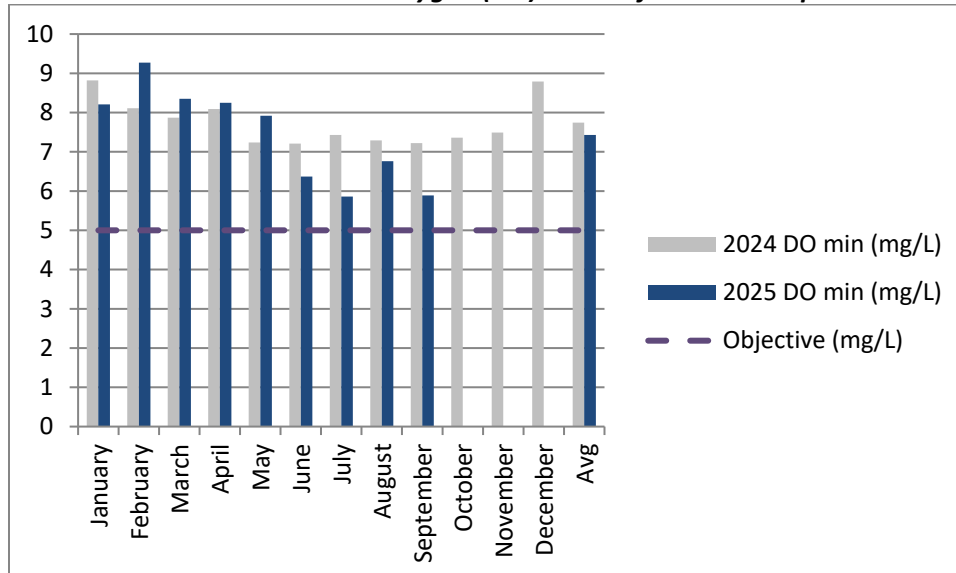


Chart 10. Annual Average Effluent TAN Results from 2019 to 2025



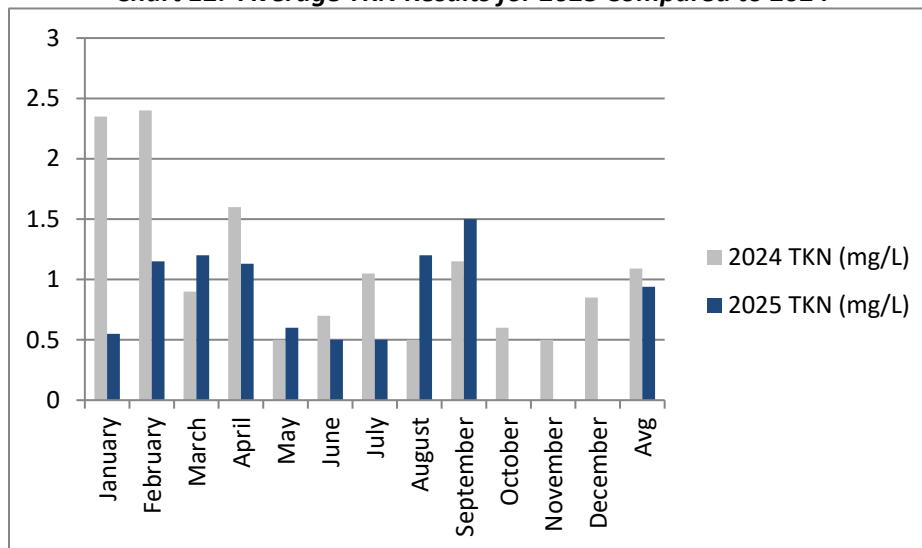
Dissolved oxygen (DO) in the effluent is measured on site in accordance with the ECA. The ECA identifies an objective minimum of 5mg/L. DO is monitored at the treatment plant to ensure a minimum concentration to support aquatic life in the receiving water. The chart below (Chart 11) shows the minimum DO concentrations. DO concentrations have an inverse relationship with temperature: as temperature increases, DO decreases. Operators monitor the DO in the aeration basins on a routine basis to ensure adequate concentrations.

Chart 11. Minimum Dissolved Oxygen (DO) Results for 2025 Compared to 2024



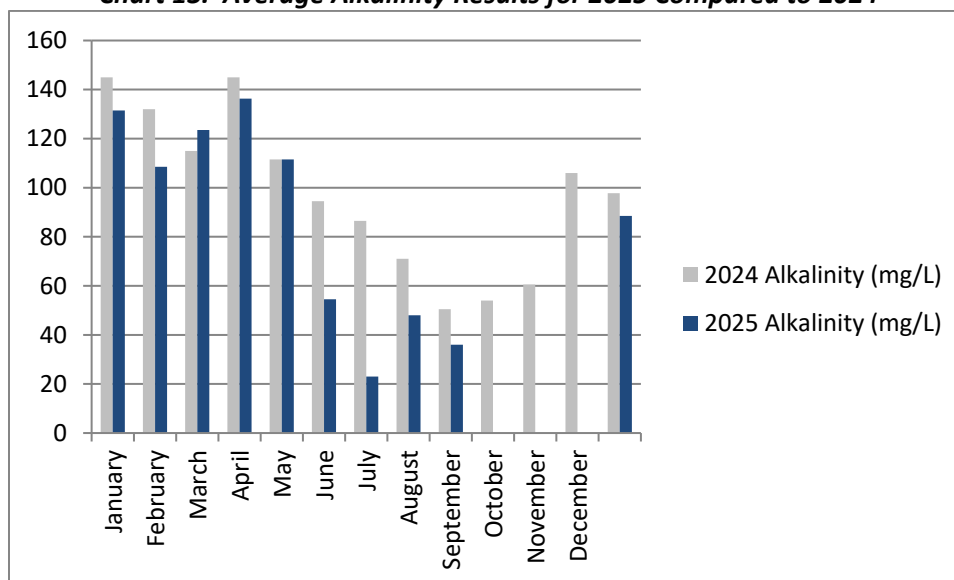
Total Kjeldahl Nitrogen (TKN) is sampled bi-weekly in accordance with ECA requirements; there are no objectives or limits imposed on this parameter. TKN is monitored on the effluent to provide an indication on the remaining organic and ammonia nitrogen that was not removed in the treatment process. Elevated concentrations of TKN in the effluent would prompt an investigation into the biological treatment process (nitrification). The average effluent TKN so far in 2025 was 0.94 mg/L. The annual average result for TKN in 2024 was 1.09mg/L; therefore, the results for 2025 are down by 14% when compared to 2024 (refer to Chart 12).

Chart 12. Average TKN Results for 2025 Compared to 2024



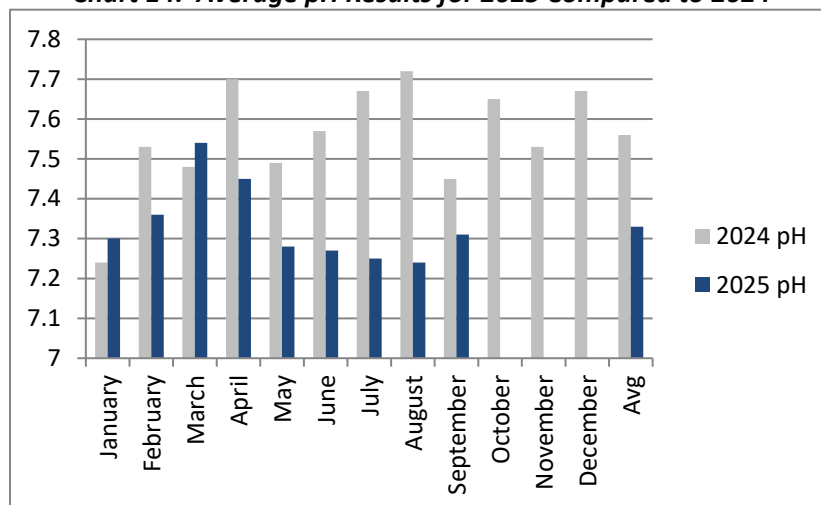
Alkalinity is sampled at least bi-weekly in accordance with ECA requirements; there are no objectives or limits imposed on this parameter. Alkalinity is sampled biweekly in accordance with ECA requirements; there are no objectives or limits imposed on this parameter. It is recommended that at least 50mg/L of alkalinity be present in the effluent. This ensures there is sufficient alkalinity to maintain the pH near neutral when it reaches the receiving waters. The average effluent alkalinity so far in 2025 was 88.5mg/L. The annual average result for alkalinity in 2024 was 97.8mg/L, therefore the results for 2025 are down by 9.5% when compared to 2024 (refer to Chart 13).

Chart 13. Average Alkalinity Results for 2025 Compared to 2024



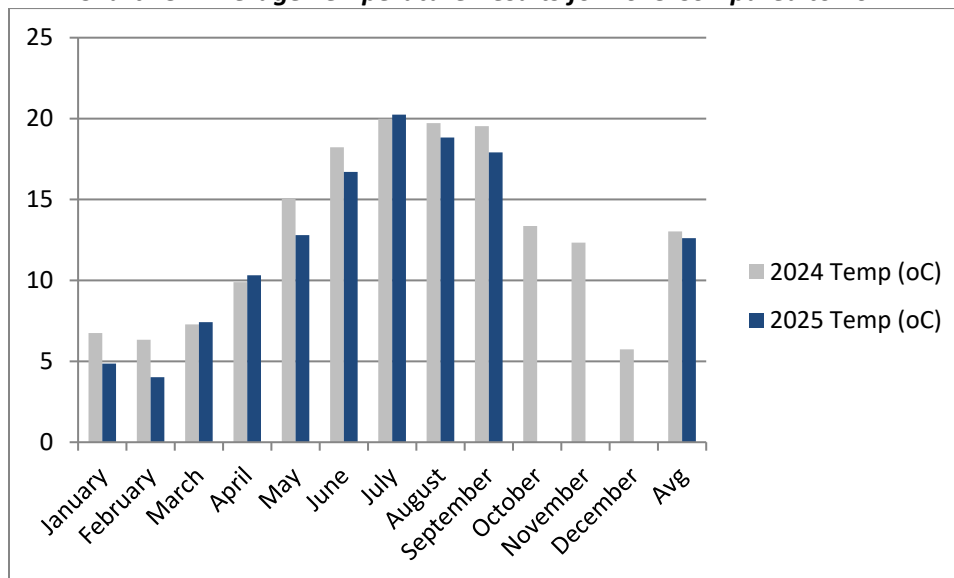
pH is sampled at least bi-weekly in accordance with ECA requirements. There are no objectives or limits imposed on this parameter however, it is recommended that the pH be maintained between 6.5-8.5. The average effluent pH so far in 2025 was 7.33. The annual average result for pH in 2024 was 7.56; therefore, the results for 2025 is down by 3% when compared to 2024 (refer to Chart 14). Operations staff monitor the pH throughout the treatment plant on a routine basis. Should the pH exceed the recommend range values, an investigation would be conducted throughout the process would occur to identify the cause. Causes could included: influent contamination, excess chemical addition, low alkalinity etc.

Chart 14. Average pH Results for 2025 Compared to 2024



Temperature is measured at least bi-weekly in accordance with ECA requirements; there are no objectives or limits imposed on this parameter. The temperature of the effluent fluctuates based on outdoor temperatures. Seasonal variations in temperatures are considered for the mixed liquor suspended solids concentrations maintained in the aeration basins (biological treatment process). During the warmer months, these concentrations are reduced and in the colder months they are increased. The average effluent temperature so far in 2025 was 12.6oC. The annual average temperature in 2024 was 13.0oC; therefore, the results for 2025 are down 3% when compared to 2024 (refer to Chart 15).

Chart 15. Average Temperature Results for 2025 Compared to 2024



SECTION 5: OCCUPATIONAL HEALTH & SAFETY

FIRST QUARTER

There were no Health & Safety issues identified during the first quarter.

SECOND QUARTER

Annual health and safety walkthroughs were completed.

There were no Health and Safety issues identified during the second quarter.

THIRD QUARTER

No health and safety issues identified in the third quarter

Construction for upgrades has increased and contractors are required to follow OCWA health and safety policies and ensure site is left secured.

SECTION 6: GENERAL MAINTENANCE

FIRST QUARTER

JANUARY

No major maintenance completed for the month.

FEBRUARY

20: Jutzi on site for alum delivery.

MARCH

27: Directed raw flow from head works to lagoon. Began draining clarifier for Birnam do inspection for plant renovations. Adjusted all plant processes as necessary as it is not receiving raw flow.

28: Continued to drain clarifier for Birnam. However, Birnam rescheduled at last minute. Redirected flow from lagoon to head works. Set all plant processes back to normal.

31: Redirected raw flow from head works to the lagoon so the clarifier could be drained for Birnam to inspect. Nolan McAuley from Birnam was on-site to plan clarifier tank cleaning and measurement. All processes were adjusted as plant is not receiving raw flow.

SECOND QUARTER

APRIL:

01: Birnam Excavating on site for confined space entry of clarifier tank and cleaning to prepare for measurements. Facility processes kept adjusted to direct flow to lagoons until work completed.

02: Birnam crew completed all measurements and inspections of clarifier tank. Placed all processes back to normal and redirected raw sewage back to the head works.

17: SCG Flowmetrix was on site for flow meter inspections and calibrations.

30: Gerber Electric on site to assist with electrical inspections of scum pump at MCC and operation panel. Confirmed all operations are normal with pump.

MAY:

06: Birnam on site performing work to remove equipment from lime room. Had to assist with shutting down power. Birnam completed concrete pouring in the lime room.

07: Birnam was on site completing concrete work in RAS room preparing to pour concrete and form wall for planned upgrades. Found they had tripped alum dosing equipment. Reset breaker and informed Birnam of effect on processes.

08: DH Jutzi was on site for chemical delivery.

08: Birnam on site for forming of wall in RAS room.

JUNE:

Birnam on site throughout the month of June to complete concrete work for new alum room, and blowers.

THIRD QUARTER

JULY:

Birnam and contractors on-site to work on plant upgrades

AUGUST:

Birnam and contractors on-site to work on plant upgrades

07: Jutzi made regular alum delivery

- 18: As part of plant upgrades, the alum pump location was moved. Operators worked with Birnham to ensure the dosage system was working once moved and that all operations were normal.
- 22: As part of plant upgrades, Birnham drained and inspected existing alum tank; no effect to plant processes and minor alum spills were cleaned using a spill kit by operators.

SEPTEMBER:

Birnham continuing plant upgrades throughout the month.

SECTION 7: ALARMS

FIRST QUARTER

JANUARY

No alarms for the month

FEBRUARY

No alarms for the month

MARCH

- 13: Operator received alarm call for power outage at Rodney WPCP. Upon arrival to site at 02:40 found power was restored. Reset all plant processes. At 03:50 the power was properly restored to the pump station. Operator ensured all pump functions were normal.
- 15: Operator received call for power failure at 07:59. Arrived on site and found power was available. Reset main power and all facility processes. Completed walkthrough before leaving site.

SECOND QUARTER

APRIL:

- 06: Operator received call in the evening for a general alarm. Upon arrival found loss of communication to PLC cabinet Rod3 in the sand filter room. Found all processes were running normally. Reset the back up UPS to the PLC panel and communications were restored to the main Supervisory Control and Data Acquisition (SCADA) interface. Completed final inspections and found all processes were normal.
- 24: Operator received after hours call for power failure at site. Power was restored upon arrival. Operator reset main breaker to the WPCP and reset all equipment. Completed all inspections and found all operations were normal.

MAY:

No alarms for the month of May.

JUNE:

No alarms for the month of June

THIRD QUARTER

JULY:

No alarms were reported this month.

AUGUST:

13: Alarm received. Operator on site to find no power; reset main breaker, restarted mixers 1 & 5, manually restarted both RAS pumps. Completed facility walkthrough and confirmed all processes were normal.

SEPTEMBER:

No alarms were reported this month.

SECTION 8: COMPLAINTS & CONCERNS

FIRST QUARTER:

No complaints this quarter

SECOND QUARTER

No complaints this quarter

THIRD QUARTER:

No complaints this quarter



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

West Lorne Wastewater Treatment Plant Operations Report Third Quarter 2025

Ontario Clean Water Agency, Southwest Region
Joe Daly, Senior Operations Manager
Date: November 7, 2025

Facility Information

Name:	West Lorne Water Pollution Control Plant (WPCP)
Hub Name:	Southwest Region – SWM/Alvinston Cluster
Regional Hub Manager:	Sam Smith (226) 377-1540
Senior Operations Manager:	Joe Daly (226) 376-7957
Business Development Manager:	Robin Trepanier (519) 791-2922
Facility Type:	Municipal
Classification:	Class 2 Wastewater Collection, Class 2 Wastewater Treatment

Operational Description:

The village of West Lorne is served by an extended aeration Wastewater Treatment Plant, comprised of aeration, clarification, filtration, disinfection and sludge disposal. Also included is the collection system with one pumping station and a sanitary sewer system. The collection system consists of sewers and one submersible pumping station. The treatment facility main elements are an extended aeration process designed for combined carbon removal and nitrification. The discharge of secondary clarifier: effluent is filtered and disinfected with ultraviolet light before being reaerated and discharged to the Zoller Drain and then Brocks Creek. The waste activated sludge is discharged to a lagoon for storage. Dual-point chemical addition alum: is used for phosphorus removal. Sodium hydroxide is added for control of alkalinity.

Service Information

Areas Served:	Village of West Lorne
---------------	-----------------------

Design Capacity:

Total Design Capacity:	900 m ³ /day
Total Annual Flow (2024 Data):	221,725.2 m ³ /year
Average Day Flow (2024 Data):	605.8 m ³ /day
Maximum Day Flow (2024 Data):	2,544 m ³ /day

Treatment Process Features:

Effluent Receiver:	Zoller Drain to Brocks Creek to Lake Erie
Major Process:	Extended aeration
Phosphorus Removal:	Continuous, Alum addition
Additional Treatment:	Effluent filtration
Discharge Mode:	Continuous discharge
Effluent Disinfection Practice:	UV Disinfection
Sludge Stabilization:	Lagoon storage

SECTION 1: COMPLIANCE SUMMARY

Compliance of the system is evaluated against the Environmental Compliance Approval (ECA). The operations of the West Lorne WPCP are in accordance with Environmental Compliance Approval # 5873-B4RLEJ, which covers the entire plant. An Environmental Compliance Approval (ECA) is a permission that allows businesses to operate their facility or site with environmental controls that protect human health and the natural environment. In accordance with the Ontario Water Resource Act Section 53, no person shall use, operate, establish, alter, extend or replace new or existing sewage works except under and in accordance with an environmental compliance approval.

FIRST QUARTER:

There were no compliance or exceedance issues to report during the first quarter.

SECOND QUARTER

A spill event was estimated to have begun on May 18th. It is estimated that a total of 3,000m³ of lagoon contents were discharged as a result of the spill. A sample was obtained from the spill and analyzed for biochemical oxygen demand (BOD₅), total suspended solids (TSS), total phosphorus (TP), total Kjeldahl (TKN) and E.coli. Remediation of the berm was completed by the Municipality on May 27th. Material was brought to site to build up and repair the damage section of the berm. As of 10:00 am on May 27th the contents of the lagoon had been contained. An update was provided to the Ministry's Spills Action Centre (SAC) to report the completion of the repairs along with the final estimated volume that was deposited. Operations staff at the West Lorne WPCP are continuing to monitor the decant process to ensure the lagoon level is adequately maintained.

THIRD QUARTER

There were no compliance or exceedance issues to report during the third quarter.

SECTION 2: INSPECTIONS

FIRST QUARTER:

There were no Ministry of Environment, Conservation and Parks (MECP) or Ministry of Labour (MOL) inspections conducted in the first quarter.

SECOND QUARTER

There were no MECP or MOL inspections conducted in the second quarter.

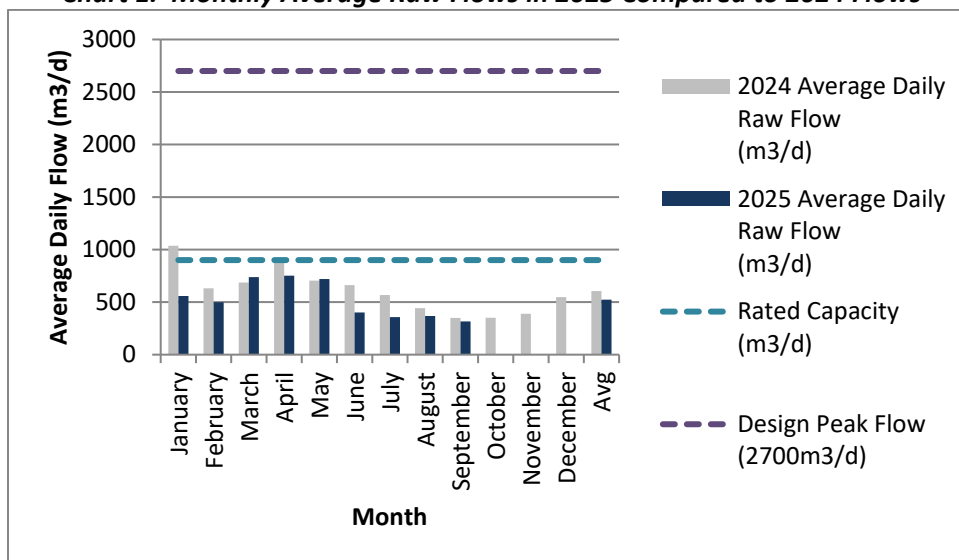
THIRD QUARTER

There were no MECP or MOL inspections conducted in the third quarter.

SECTION 3: PERFORMANCE ASSESSMENT REPORT

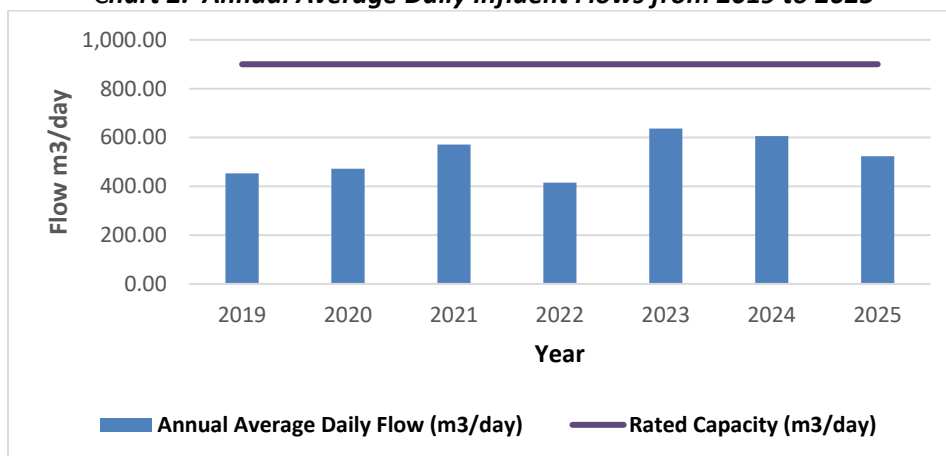
The average daily raw flow for the wastewater treatment plant so far in 2025 is 523.9 m³/d. The average daily flow in 2024 was 605.8 m³/d, therefore the flow for 2025 is down 13.5% when compared to 2024. The plant is currently at 58.2 % of its rated capacity of 900m³/d, as defined in the facilities Environmental Compliance Approval NUMBER 5873-B4RLEJ. The rated capacity is calculated based on the definition of the ECA which is defined as the annual average daily influent flow for which the sewage treatment is designed to handle. The design peak flow is the maximum rate of wastewater flow that the preliminary treatment units are designed to handle. Chart 1 below outlines the monthly average raw flows for 2025 compared to 2024.

Chart 1. Monthly Average Raw Flows in 2025 Compared to 2024 Flows



The annual average daily influent flow is calculated as per the ECA which is defined as the cumulative total sewage flow of influent to the sewage treatment plant during a calendar year divided by the number of days during which sewage was flowing to the sewage plant that year. Chart 2 below shows the annual average daily influent flow from 2019 to 2025.

Chart 2. Annual Average Daily Influent Flows from 2019 to 2025



Raw samples are taken on a biweekly basis following the ECA requirements. The table below shows the raw sample result ranges so far for 2025.

Table 1. Raw Wastewater Sample Result Ranges for 2025.

	BOD5 (mg/L)	TKN (mg/L)	TP (mg/L)	TSS (mg/L)	Alkalinity (mg/L)
January Results	122-167	32.60-32.60	3.30-3.75	105-166	303-337
February Results	39-87	28.90-30.40	3.16-3.43	91-140	284-291
March Results	36-65	2.90-21.90	0.84-2.3	52-70	159-277
April Results	72-190	21.30-31.20	2.13-3.10	92-163	275-308
May Results	228-320	33.20-44.10	3.37-4.59	198-211	326-365
June Results	67-84	21.30-70.00	2.34-13.80	121-621	29-245
July Results	59-84	23.60-37.20	2.35-3.32	60-72	268-269
August Results	54-73	23.90-26.70	2.57-2.60	60-64	277-284
September Results	210-230	46.10-53.10	5.76-5.97	206-248	331-357
October Results	-	-	-	-	-
November Results	-	-	-	-	-
December Results	-	-	-	-	-
Annual Average	12.53	31.73	3.76	149.79	276
Raw Sewage Design Load (kg/day)*	153	41	6.3	135	-

*As specified in the Operations and Maintenance Manual

Raw sewage desing loadings are engineered values specific to the treatment plant and refer to the volume and contaminant concentrations the facility will able to effectively handle to continously meet the established effluent quality criteria.

The alkalinity of the raw wastewater is a measure of its capacity to neutralize acids. The raw wastewater alkalinity concentration is important to confirm as alkalinity is lost in the activated sludge process during nitrification.

The average daily effluent flow treated at the wastewater treatment plant so far in 2025 was 523.4m³/d. The average daily flow in 2024 was 574.5 m³/d, therefore the flow for 2025 is down 8.9% when compared to 2024. Chart 3 below outlines the monthly average effluent flows in 2025 compared to 2024.

Chart 3. Monthly Average Effluent Flows in 2025 Compared to 2024 Flows

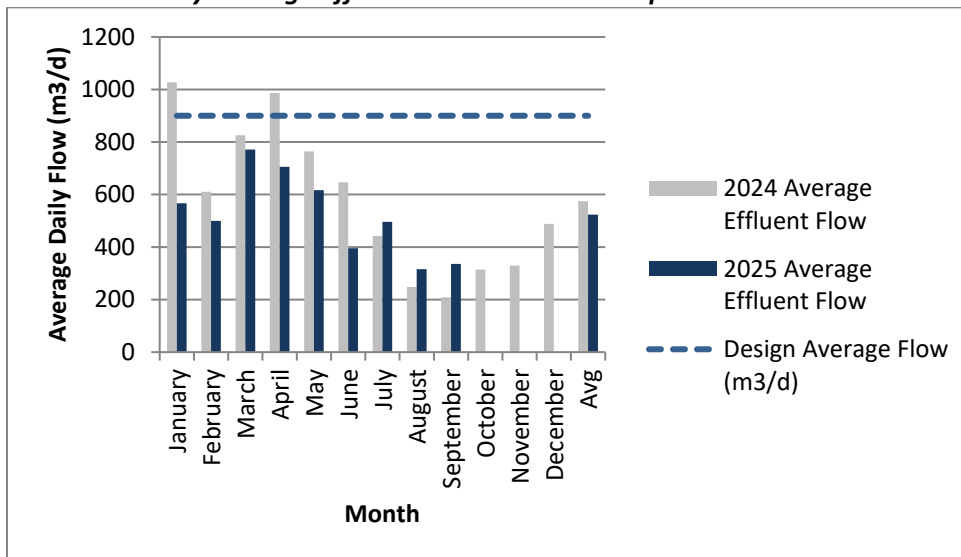
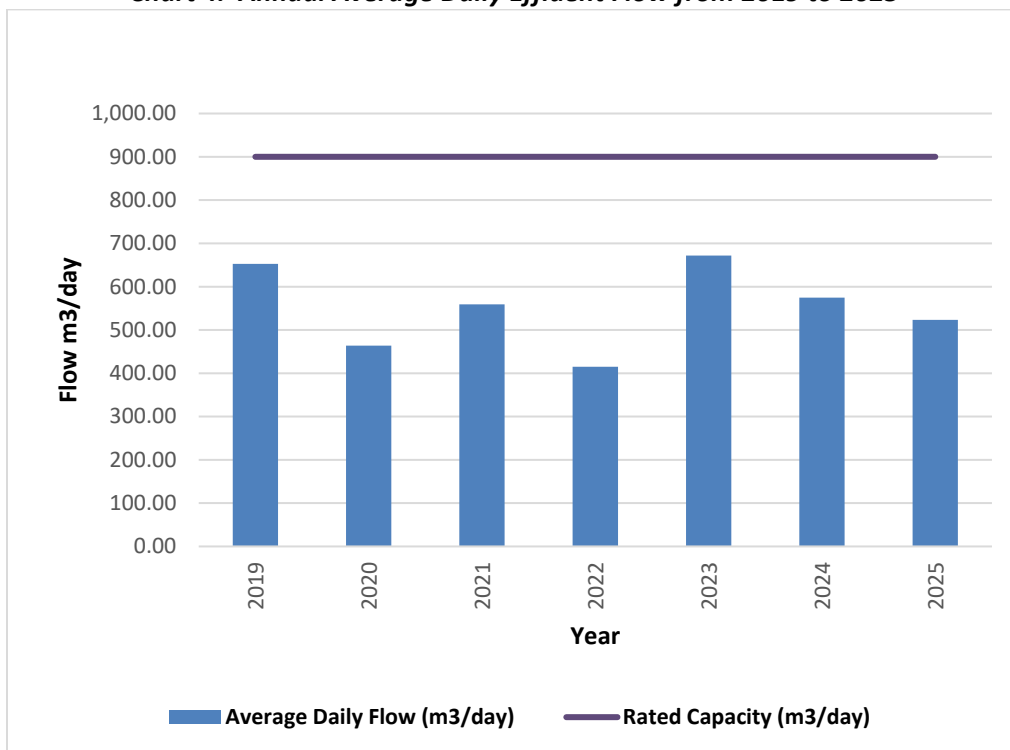


Chart 4 below outlines the annual average daily effluent flow from 2019 to 2025.

Chart 4. Annual Average Daily Effluent Flow from 2019 to 2025



The effluent is sampled on a bi-weekly basis following the requirements of the ECA. Effluent quality objectives and limits are defined in the ECA and are specific to the West Lorne WPCP.

Design objectives are imposed to establish non-enforceable effluent target concentrations to be used as a mechanism to trigger corrective action proactively and voluntarily before environmental impairments occurs. Compliance limits however, are imposed and are enforceable to ensure the final effluent discharged from the treatment system to the environment meets the Ministry's effluent quality requirements.

The average effluent carbonaceous biochemical oxygen demand (cBOD5) concentration so far in 2025 is 2.3mg/L, meeting the objectives and limits identified in the ECA. cBOD5 is a common indicator of wastewater strength and is used to assess the effectiveness of wastewater treatment processes that specifically remove carbon-based organic pollutants. The West Lorne WPCP strives to meet a 5 mg/L or less cBOD5 concentration. To achieve this, operations staff monitor the dissolved oxygen concentrations and mixed liquor suspended solids in the biological treatment process. The annual average result for cBOD5 in 2024 was 2.5mg/L, therefore the results for 2025 are down by 8% when compared to 2024 (refer to Chart 5). Chart 6. outlines the historical annual average effluent cBOD5 concentrations from 2019 to 2025.

Chart 5. Average Monthly Effluent cBOD5 Results for 2025 Compared to 2024

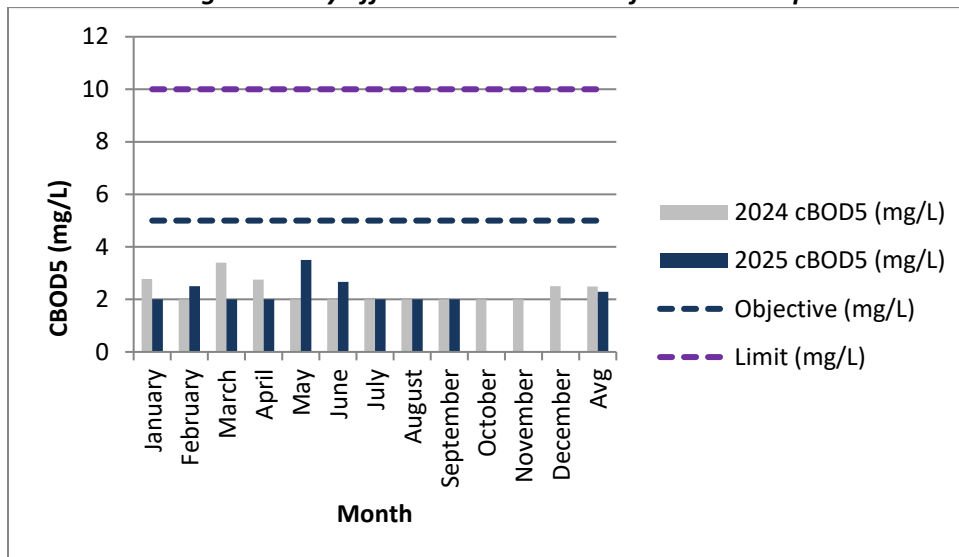
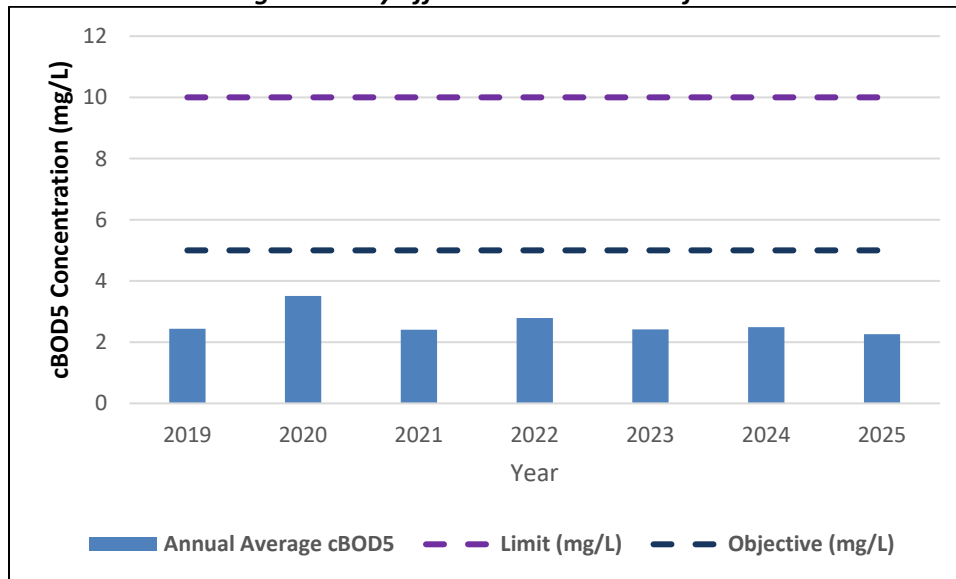
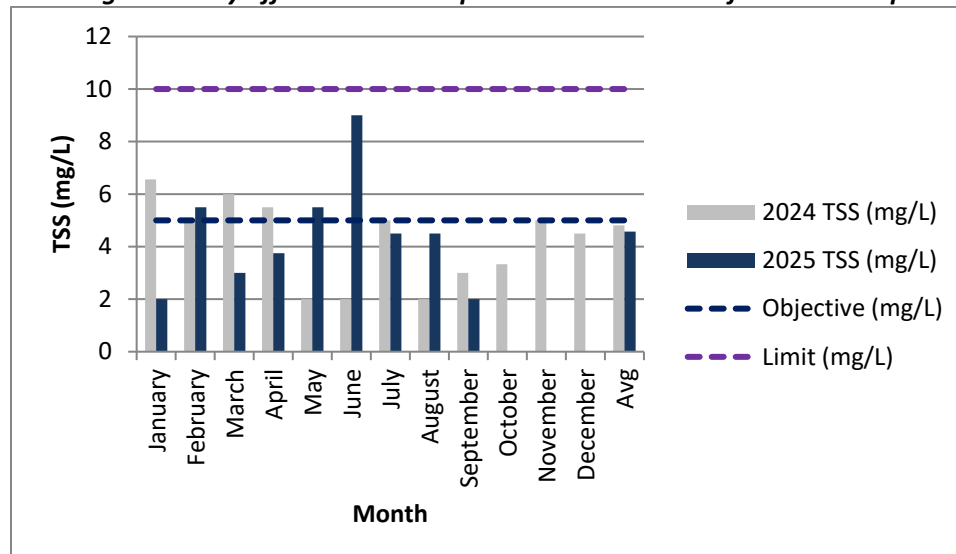


Chart 6. Average Monthly Effluent cBOD5 Results from 2019 to 2025



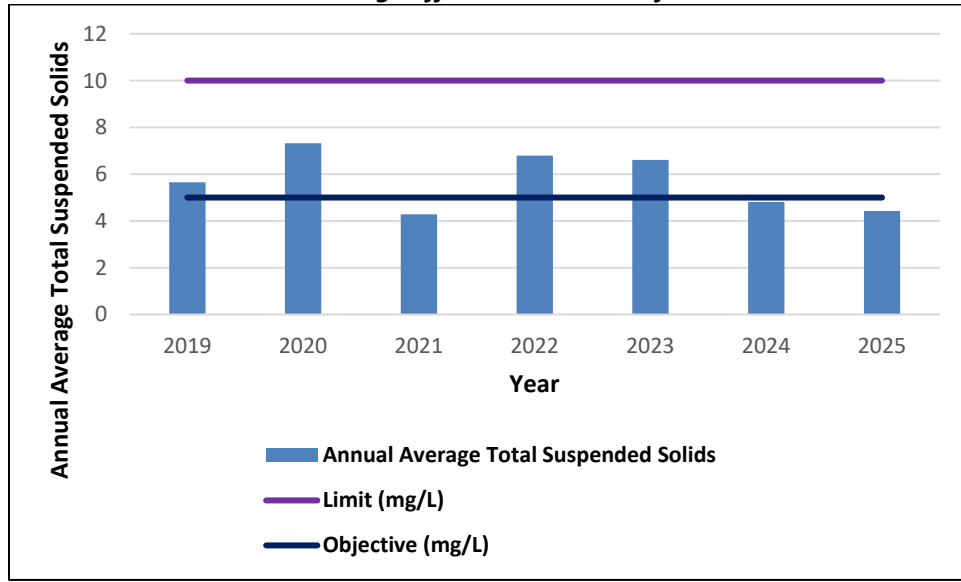
The average effluent total suspended solids (TSS) concentration so far for 2025 is 4.6mg/L, meeting the effluent limits identified in the ECA but exceeding the objective in February, May and June. Total suspended solids are particles larger than 2 microns, such as algae, silt, and decaying organic matter, that are suspended in wastewater. The West Lorne WPCP strives to meet a 5 mg/L or less TSS concentration. To achieve this, operations staff monitor the alum dosage, mixed liquor suspended solids and wasting rates in the biological treatment process. In February, the objective exceedance was likely due to elevated mixed liquor concentrations in the aeration basin. Waste activated sludge removal volumes were increased. The May objective exceedance was likely caused by algae build-up in the effluent channel. A full system clean was initiated. In June, the objective exceedance was caused by a high flow event in which samples were required. This was caused by a heavy rain event. The annual average result for TSS in 2024 was 4.8mg/L; therefore, the results for 2025 are down by 5% when compared to 2024 (refer to Chart 4).

Chart 4. Average Monthly Effluent Total Suspended Solids Results for 2025 Compared to 2024



In 2018, a new ECA was issued for the treatment plant which included a new requirement to consider situations outside normal operating conditions. A standard operating procedure was developed to handle situations outside normal operating conditions and further define situations where additional samples are required. The annual average TSS objective exceedances reported in Chart 7 below are a result of additional sampling that occurred due to high flow events.

Chart 7. Annual Average Effluent TSS Results from 2019 to 2025



The average effluent total phosphorus (TP) concentration so far for 2025 is 0.14 mg/L, meeting effluent objective and limits identified in the ECA. The West Lorne WPCP strives to meet a 0.30 mg/L or less TP concentration. To achieve this, operations staff monitor the alum dosage, mixed liquor suspended solids and return activated sludge rates in the biological treatment process. The annual average result for TP in 2024 was 0.12mg/L, therefore the results so far for 2025 are up 16.7% when compared to 2024 (refer to Chart 8). This increase is due to the elevated result obtained in June during a high flow event when additional samples were required. Despite this elevated result, the treatment plant continues to consistently meet the objectives and limits for total phosphorus.

Chart 8. Average Monthly Effluent Total Phosphorus Results for 2025 Compared to 2024

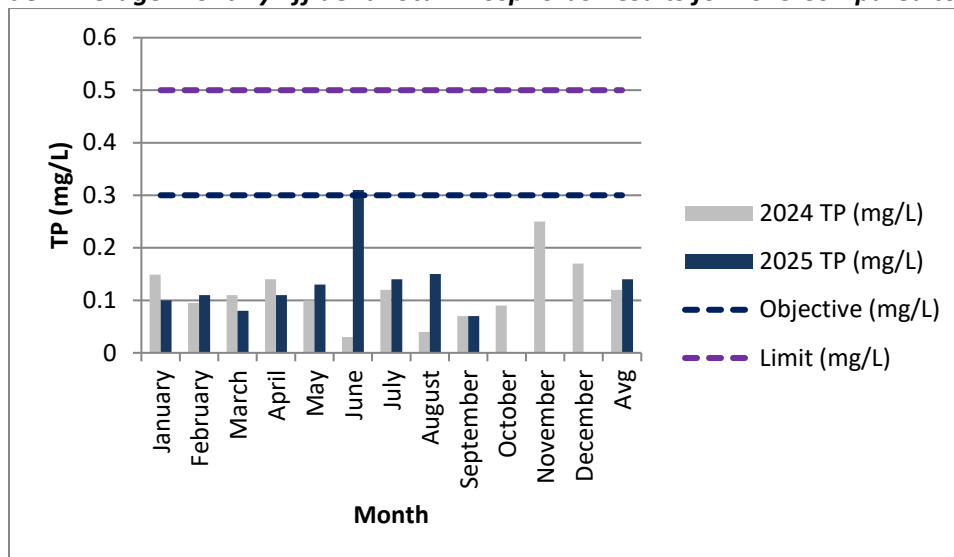
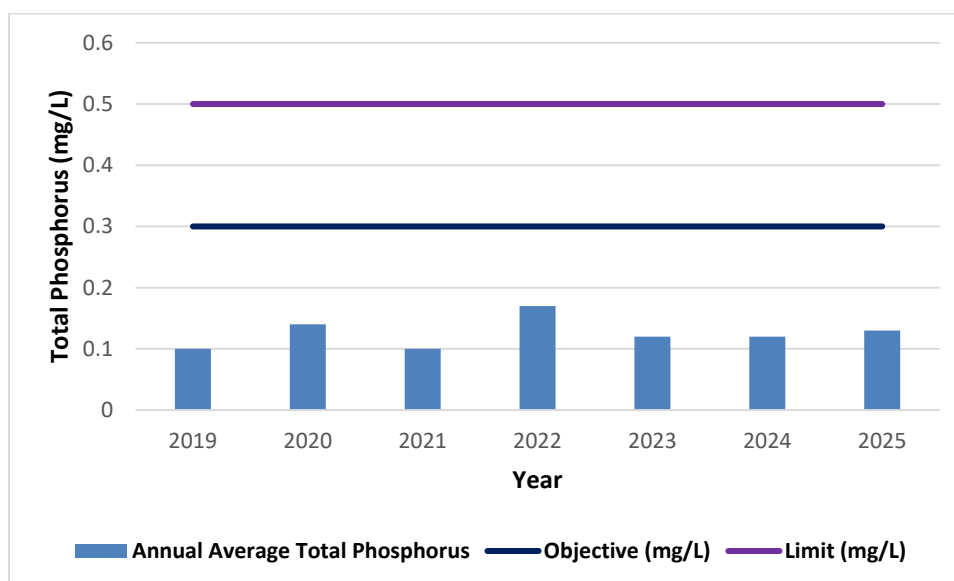


Chart 9. Average Monthly Effluent Total Phosphorus Results for 2025 Compared to 2024



The average effluent total ammonia nitrogen (TAN) concentration so far for 2025 is 0.2mg/L, meeting the effluent limits and objectives identified in the ECA. The West Lorne WPCP strives to meet a 4 mg/L or less during the freezing periods and a 2 mg/L during the non-freezing period. To achieve this, operations staff monitor the DO, alkalinity, pH, mixed liquor suspended solids and waste activated sludge rates in the biological treatment process. The annual average result for TAN in 2024 was 0.4mg/L, therefore the results for 2025 are down 51% compared to 2024 (refer to Chart 10). This significant reduction is due to the elevated result recorded in June, 2024. The treatment plant has consistently met the TAN objectives and limits despite the outlier reported the previous year.

Chart 10. Average Monthly Effluent Total Ammonia Nitrogen Results for 2025 Compared to 2024

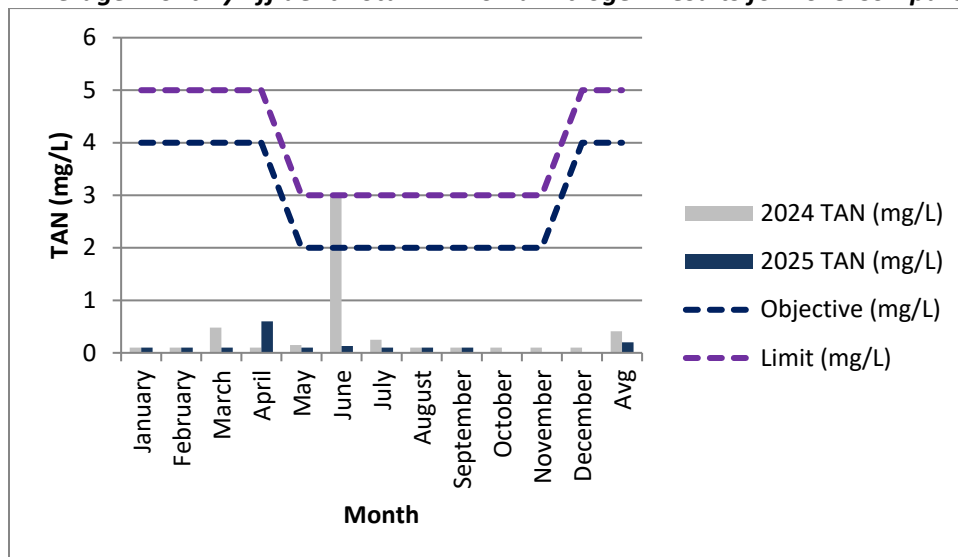
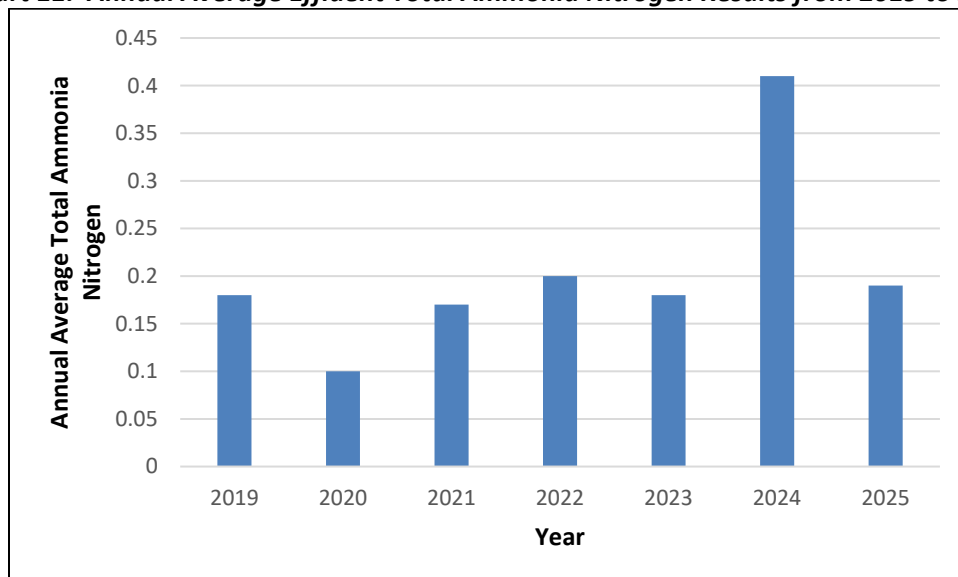


Chart 11. Annual Average Effluent Total Ammonia Nitrogen Results from 2019 to 2025

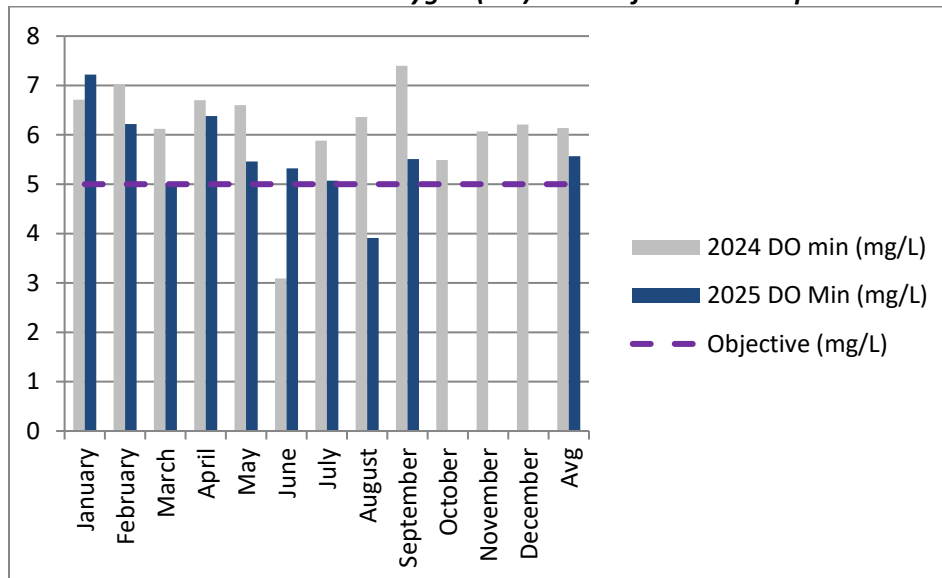


Note: the objective and limit for TAN varies for freezing and non-freezing periods and therefore was not included on the annual average graph. There were no objective exceedances on the annual averages reported above.

The annual average effluent TAN concentration in 2024 was elevated due to one outlier reported in June. The cause of this elevated result is unknown.

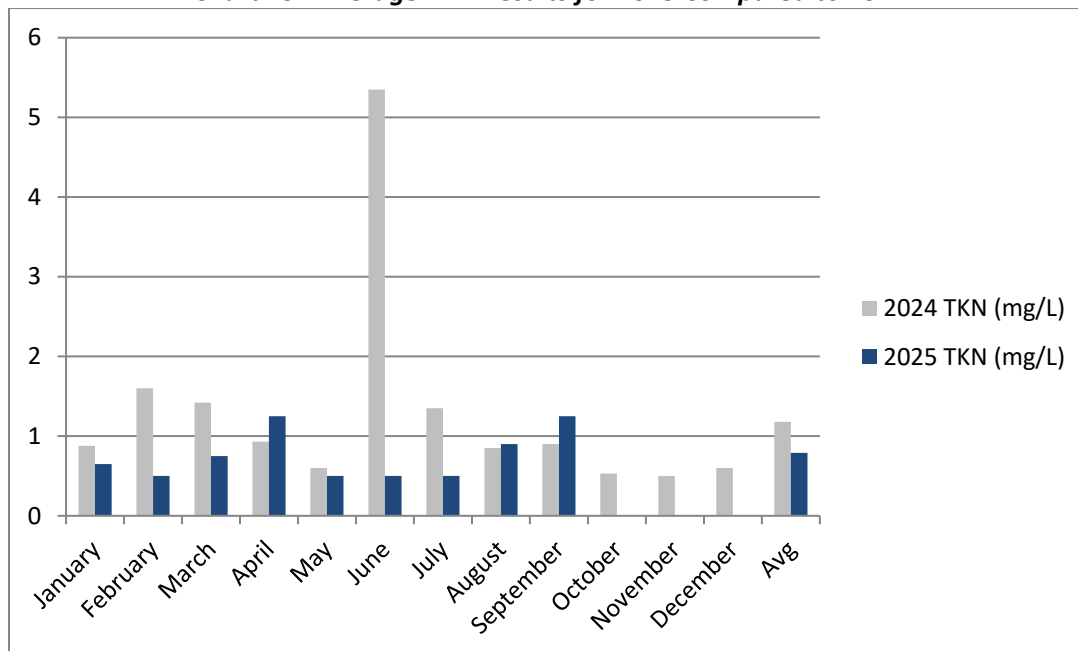
Dissolved oxygen (DO) in the effluent is measured on site in accordance with the ECA. The ECA identifies an objective minimum of 5mg/L. DO is monitored at the treatment plant to ensure a minimum concentration to support aquatic life in the receiving water. The objective was exceeded in August with a low reading due to possible operator error. DO concentrations were sufficient prior to and after the low reading was recorded. The chart below (Chart 12) shows the minimum DO concentrations. DO concentrations have an inverse relationship with temperature: as temperature increases, DO decreases. Operators monitor the DO in the aeration basins on a routine basis to ensure adequate concentrations. Adjustments are made to the aeration equipment, as required.

Chart 12. Minimum Dissolved Oxygen (DO) Results for 2025 Compared to 2024



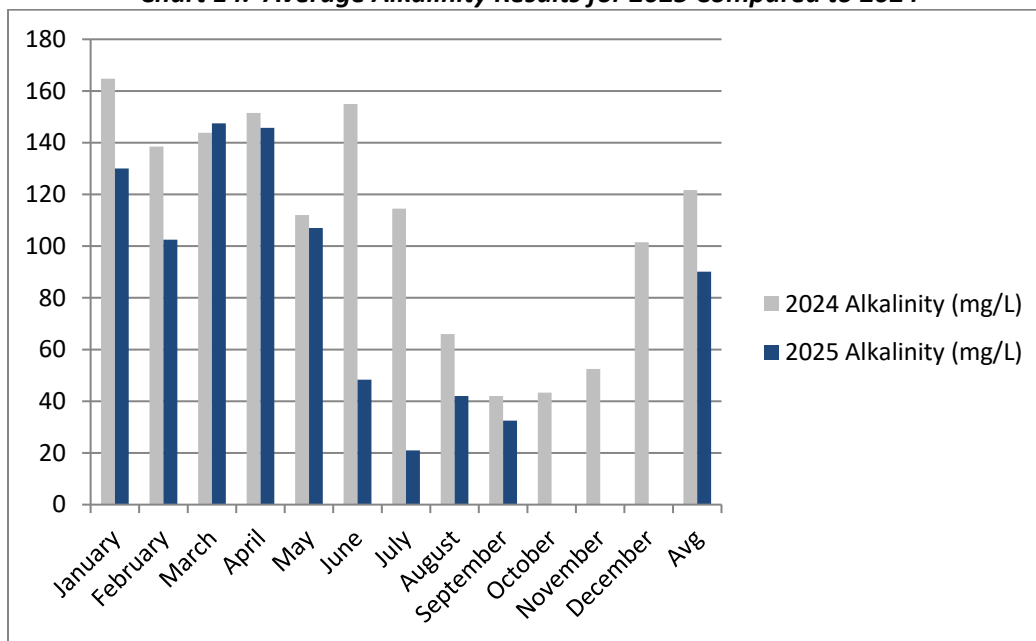
Total Kjeldahl Nitrogen (TKN) is sampled bi-weekly in accordance with ECA; there are no objectives or limits imposed on this parameter. TKN is monitored on the effluent to provide an indication on the remaining organic and ammonia nitrogen that was not removed in the treatment process. Elevated concentrations of TKN in the effluent would prompt an investigation into the biological treatment process (nitrification). The average effluent TKN concentration so far for 2025 is 0.79mg/L. The annual average result for TKN in 2024 was 1.18mg/L, therefore the results for 2025 are down by 33% when compared to 2024 (refer to Chart 13). This large reduction is due to the elevated concentration reported in June, 2024.

Chart 13. Average TKN Results for 2025 Compared to 2024



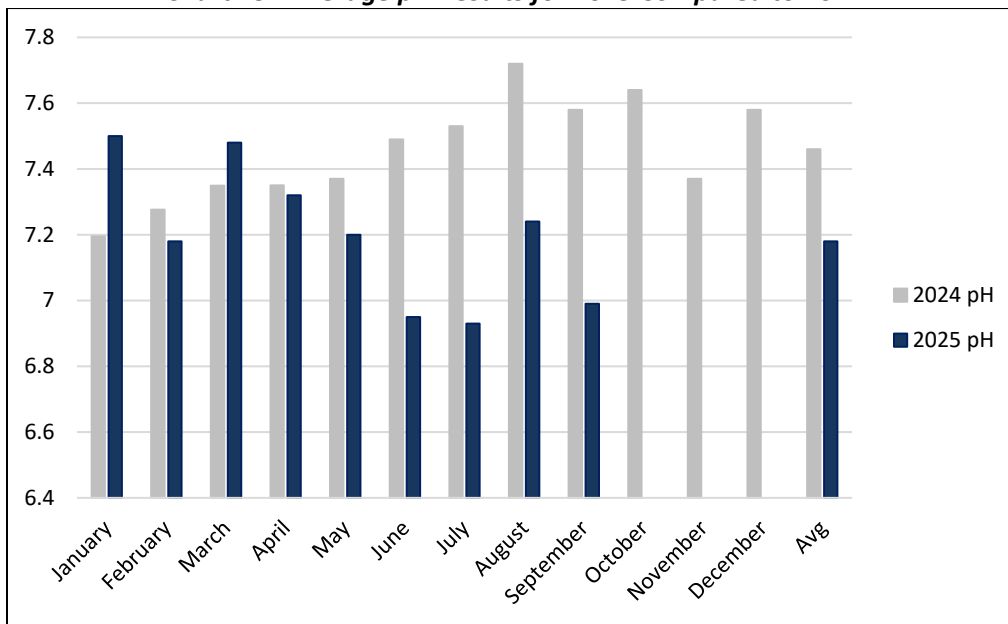
Alkalinity is sampled biweekly in accordance with ECA requirements; there are no objectives or limits imposed on this parameter. It is recommended that at least 50mg/L of alkalinity be present in the effluent. This ensures there is sufficient alkalinity to maintain the pH near neutral when it reaches the receiving waters. The average effluent alkalinity so far for 2025 was 90mg/L. The annual average result for alkalinity in 2024 was 121.7mg/L, therefore the results for 2025 are down by 26% when compared to 2024(refer to Chart 14). Alkalinity is monitored on the influent and effluent at the treatment plant. For every mg/L of ammonia, 7.14 mg/L of alkalinity is required. Operations staff monitor the influent alkalinity results to ensure sufficient concentrations to complete the nitrification process and maintain an adequate residual. If sufficient alkalinity becomes unavailable, chemical addition may be required. The facility is equipped with an alkalinity control system, if needed.

Chart 14. Average Alkalinity Results for 2025 Compared to 2024



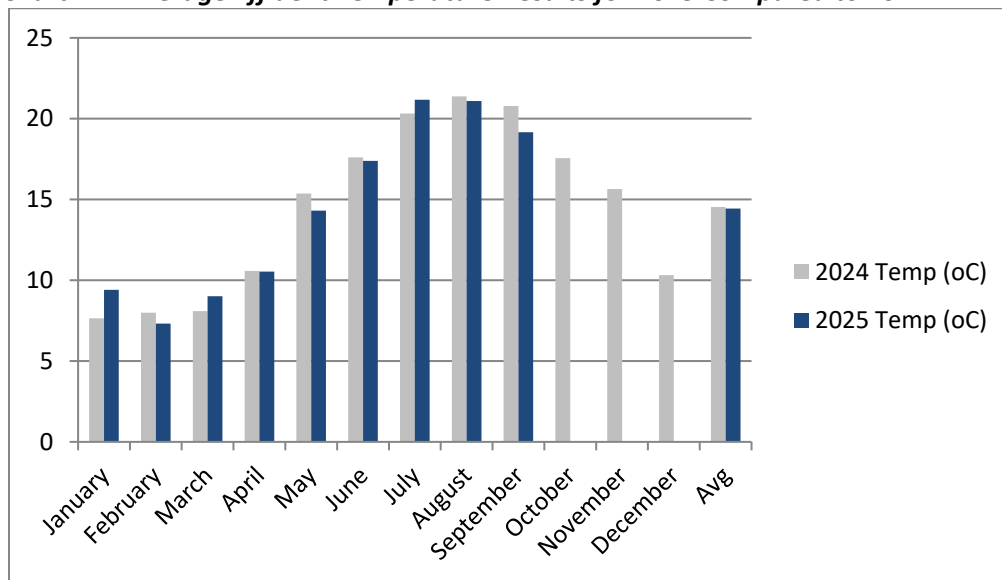
pH is sampled at least biweekly in accordance with ECA requirements. There are no objective or limits imposed on this parameter. It is recommended that the pH be maintained between 6.5 and 8.5. The average effluent pH so far for 2025 was 7.18. The annual average result for pH in 2024 was 7.46, therefore the results for 2025 are down by 3.75% when compared to 2024 (refer to Chart 15). Operations staff monitor the pH throughout the treatment plant on a routine basis. Should the pH exceed the recommend range values, an investigation would be conducted throughout the process would occur to identify the cause. Causes could include: influent contamination, excess chemical addition, low alkalinity etc.

Chart 15. Average pH Results for 2025 Compared to 2024



Temperature is measured at least biweekly in accordance with ECA requirements; there are no objectives or limits imposed on this parameter. The temperature of the effluent fluctuates based on outdoor temperatures. The average effluent temperature so far for 2025 is 14.4°C. Seasonal variations in temperatures are considered for the mixed liquor suspended solids concentrations maintained in the aeration basins (biological treatment process). During the warmer months, these concentrations are reduced and in the colder months they are increased. Refer to Chart 16 for the average effluent temperature readings in 2025 compared to 2024.

Chart 11. Average Effluent Temperature Results for 2025 Compared to 2024



SECTION 4: OCCUPATIONAL HEALTH & SAFETY

FIRST QUARTER:

There were no Health & Safety issues identified during the first quarter.

SECOND QUARTER

There were no Health & Safety issues identified during the second quarter.

THIRD QUARTER

There were no Health & Safety issues identified during the third quarter.

SECTION 5: GENERAL MAINTENANCE

FIRST QUARTER:

JANUARY

No contractors on site or major maintenance completed this month.

FEBRUARY

No contractors on site or major maintenance completed this month.

MARCH

No contractors were on-site. Maintenance was completed on the sanitary pumps as they had been faulted and were found to be severely clogged. Plumbing was rebuilt and pumps were unclogged.

SECOND QUARTER

APRIL:

17: SCG Flowmetrix on site for flowmeter inspections and calibrations

MAY:

27: West Elgin public works on site to build up berm on southwest lagoon cell to prevent further overflowing

JUNE:

17: Keith Douglas on site for backflow preventer maintenance.

19: Keith Douglas on site for backflow preventer repair/replacement at Marsh PS.

24: NCA on site to inspect air compressor. Replaced the separator and made some basic repairs to air lines. Replaced oil, etc.

27: Gerber Electric on site to install scum pump. Completed testing of pump to confirm function. All operations are normal.

THIRD QUARTER

JULY:

07: Gerber Electric on site to assist with scum pump and inspect. Faults likely due to proper function from large buildup of algae, fish, etc. that are getting sucked into the pump.

22: Nevro on site to inspect scum pit for 90 degree pipe that needs replacing.

29: Gerber Electric on site to inspect issues with pumps that were faulting; found voltage was too high incoming and will work with Hydro One to ensure proper voltage coming to plant.

AUGUST:

06: Replaced relays on auto-samplers that were worn out.

06: Found scum pit was filling slowly and therefore not draining lagoon. Closed the valve between the lagoon and scum pit and rapidly opened to relieve any build up in the pipe.

SEPTEMBER:

08: Hetek on site for semi-annual gas sensor calibrations

09: Auma on site for actuator inspections. Inspected pinch and grit valve; recommended replacing plug valve with a different kind of valve.

10: Gerber electric was on site to inspect influent flow meter as there was a loss of signal. Reset and inspected fuses. Did basic maintenance as required. Meter now reading.

25: Chemtrade on site for alum delivery.

SECTION 6: ALARMS

FIRST QUARTER:

JANUARY

- 03: Operator received call for WPCP general alarm. Once the operator was on site, they found the generator running, reset all equipment faults and monitored facility processes. Once the power was back on, the operator confirmed that all processes were running as intended.
- 25: Operator received call for channel 2 alarm at WPCP. Arrived on site and found the blower had faulted. Inspected the blower and found no issues. Ran in hand to confirm that all processes were normal. Placed a different blower on duty and monitored it.

FEBRUARY

- 21: Channel 2 general alarm received. The operator arrived on site and inspected Supervisory Control and Data Acquisition (SCADA). Found alarm for no blowers running. Placed blower 3 in manual and on. Inspected blower for any defects. Could not find any issues. Completed facility walkthrough and inspection. Stayed on site to monitor the blower.

MARCH

- 13: Received a call for power failure at WPCP. Upon arrival, the operator found the generator was running. Inspected SCADA and found multiple equipment faults. Reset RAS/WAS pumps, skimmers/scrapers, blower, and exhaust fans. Completed a facility walkthrough and ensured that all processes were running as intended.
- 15: Received call for loss of power to WPCP and pumping station. The operator arrived on site and ensured that the generator was running. Reset all facility faults due to power switch over. Monitored facility processes and ensured that all processes were normal once power was returned.

SECOND QUARTER

APRIL:

- 07: Operator received call after hours from channel 2 (SCADA alarm). Operator arrived on site, reset SCADA and reviewed alarm. Reset equipment as necessary and completed facility checks to ensure all equipment running as intended. Call due to SCADA locking out.
- 17: Operator received after hours call from channel 2 (SCADA alarm). Operator arrived on site and found the reject tank was in high level. Drained tank into sump trench to assist with high level. Monitored the tank to ensure it would not go back into high level.
- 24: After hours operator received alarms from WPCP. Operator arrived on site and found several equipment faults. Reset all process equipment and found the generator running. Monitored facility power outage until power was restored. Completed equipment resets.

MAY:

- 16: After hours operator received call for alarms at WPCP. Operator arrived on site and found generator running due to power outage. Reset all equipment as necessary due to outage. Completed facility inspections and pump station inspections.
- 16: Operator received a call for alarms at WPCP. Arrived on site and found SCADA locked out. Completed equipment inspections and found all operations running as intended. Cleared alarms on SCADA.
- 29: After hours operator responded to call. Upon site inspection, operator found the reject tank was in HiHi alarm. Inspected both reject pumps to ensure they were running. The operator was instructed by ORO to adjust backwash flow from sand filter A to reduce the flow to the backwash tank. Flushed water out of the backwash tank to the sump pump system. Monitored the level to ensure it was not going back into a high level.

31: After hours operator responded to SCADA alarm. Upon arrival, SCADA was locked out. Reset SCADA and cleared all errors. Completed a site walkthrough and completed basic maintenance to scum pumps for decant of lagoon, as well as adjusted sand filter reject flows.

JUNE:

- 17: After hours operator was on site for a zone 2 alarm. Upon arrival to site found the SCADA system was unresponsive. Reset the system and all facility faults. Completed a walkthrough and found no issues.
- 21: Operator received a call for the WPCP. Operator arrived on site and found the SCADA system was unresponsive. Reset the SCADA system and completed facility checks. Reset any other alarms present. Monitored for further issues before leaving site.
- 28: Operator received a call for channel 2 alarm at WPCP. Operator arrived on site and found the scum pump had an “uncommand stop” alarm. Reset the scum pump fault and found that pump was working as intended. Monitored for further issues and did not find any. Completed other basic maintenance while on site.

THIRD QUARTER

JULY:

- 09: After hours alarm was received. The operator arrived and found several faults; cleared the faults and waited on site to ensure no additional issues.

AUGUST:

- 01: After hours alarm was received; appeared to be caused by local power flicker. The operator inspected SCADA and reset all equipment that was faulted out. Monitored and ensured there were no further issues with the plant.
- 07: After hours alarm was received. The operator arrived on site and found SCADA unresponsive. Reset system and all errors/faults. Completed a facility walkthrough and found no further issues.
- 12: Multiple alarms due to large rainfall/storms. The operator arrived on-site and reset all faults and processes as necessary. Monitored plant for further issues. Noted higher influent flow due to weather, but all processes were operating normally.
- 22: After hours alarm was received. The operator arrived on site and found a communications alarm. Reset SCADA and communications. Logged into SCADA. Inspected and cleared all faults etc. Completed a facility walkthrough and inspection to ensure there were no other issues while on site.

SEPTEMBER:

- 07: After hours alarm was received. The operator arrived on site and found faulted pumps and equipment. Inspected incoming voltage as this has been an issue with Hydro One and it was too high (630 volts). Notified Hydro One of issue. Hydro One arrived on site and made adjustments. Operator inspected site and equipment to ensure all processes were normal.
- 09: After hours alarm was received for multiple equipment faults. Reset all faults and completed a walkthrough. Reset equipment and ensured all processes were normal before leaving site.
- 16: After hours alarm was received: possibly due to a power flicker as equipment was faulted out. Operator inspected site and reset equipment as needed. Monitored to ensure all processes were working. Inspected voltage to ensure incoming voltage was correct.
- 16: After hours call in the evening to the WPCP. Upon arrival, operator found the SCADA computer had a communications error. Reset SCADA system and cycled through all faults. Inspected plant processes and found no issues.

SECTION 8: COMPLAINTS & CONCERNS

FIRST QUARTER:

No complaints or concerns during the first quarter were made.

SECOND QUARTER

A lagoon spill was reported via Facebook on May 18th. See “Compliance Summary” for full details.

THIRD QUARTER

No complaints or concerns during the third quarter were made.



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Township of West Elgin Distribution System Operations Report Third Quarter 2025

Ontario Clean Water Agency, Southwest Region
Joe Daly, Senior Operations Manager
Date: November 7, 2025

Facility Description

Name:	West Elgin Distribution System
Hub Name:	Midwest Region – SWM/Alvinston Cluster
Regional Hub Manager:	Sam Smith (226) 377-1540
Senior Operations Manager:	Joe Daly (226) 376-7957
Business Development Manager:	Robin Trepanier (519) 791-2922
Facility Type:	Municipal
Classification:	Class 1 Water Distribution
Drinking Water System Category:	Large Municipal Residential

Service Information

Area(s) Served: The West Elgin Distribution System receives water from the Tri-County Drinking Water System and services the communities of West Lorne, Rodney, Eagle, New Glasgow and Rural areas within the municipality.

Operational Description:

In addition to the watermains, valves, auto flushers, sample stations and fire hydrants, the West Elgin Distribution System has a water storage facility. The system is controlled at the Tri-County Water Treatment Plant by the Supervisory Control and Data Acquisition (SCADA) system.

The Rodney Tower in conjunction with the West Lorne Standpipe (a part of the Tri-County Drinking Water System) provides water pressure to the distribution system. The highlift pumps at the Tri-County Water Treatment Plant start when the West Lorne Standpipe reaches the start set point and will continue to fill till the stop set point. Based on the elevations in the system, the Rodney Tower will only begin filling once the West Lorne Standpipe is full. There are four chambers located at Pioneer Line, Marsh Line, Silver Clay and Talbot Line West of Graham that control the flow to Rodney. These chambers contain automated valves so that when the Rodney Tower reaches the start set point the valves open up to allow water to be fed from the West Lorne distribution system. The highlift pumps stop set point of the West Lorne Standpipe will be overridden if the Rodney Tower has not reached its stop set point and therefore will continue to run to fill up the Rodney Tower.

Key information on the Rodney Tower:

- Single fill/draw 300mm diameter pipe
- Constructed in 1994 by Landmark
- Volume of 1,200m³
- Base elevation: 210.8m; Storage elevations: 238.9m to 250.6m; therefore resulting water pressure 276-386kPa (40-56psi)
- Located at 192 Victoria Street in Rodney

SECTION 1: COMPLIANCE SUMMARY

FIRST QUARTER:

There were no non-compliances or adverse results reported during the first quarter.

SECOND QUARTER

An Adverse Water Quality Incident (AWQI) was received for a sample taken on June 16, 2025 from Sample Station 8 for 1 Total Coliform. Re-sampled upstream, downstream and at the source June 18, 2025 and June 20th, 2025 all came back with 0 TC and 0 E.coli.

THIRD QUARTER

There were no compliances or adverse results reported in the third quarter.

SECTION 2: INSPECTIONS

FIRST QUARTER:

On January 6th, 2025 a routine Ministry of Environment, Conservation and Parks (MECP) inspection was conducted by Provincial Officer, Meghan Morgan. The inspection report was received with one non-compliance identified and thus the system received a 98.92% Inspection Rating.

NC-1 - The operator-in-charge did not ensure that records were maintained of all adjustments to the processes within their responsibility.

- The West Elgin Distribution System employed operators with valid operator-in-training (OIT) certification during the inspection period. However, the OIT was performing duties without the direction of an operator-in-charge (OIC) therefore performing the duties of an OIC.

The corrective actions required by the above non-compliance were completed, updates to Standard Operating Procedures (SOP's) and the creation for an SOP for OIT's to follow along with training on SOP's and O.Reg 128/04.

SECOND QUARTER

There were no MECP or Ministry of Labour (MOL) inspections during the second quarter.

THIRD QUARTER

There were no MECP or MOL inspections during the third quarter.

SECTION 3: QUALITY ENVIRONMENTAL MANAGEMENT SYSTEM (QEMS) UPDATE

FIRST QUARTER:

No updates were required to the QEMS during the first quarter.

SECOND QUARTER

No updates were required to the QEMS during the second quarter.

THIRD QUARTER

An internal audit took place July 29, 2025 by QEMS Representative Terri-Lynn Thomson. Fifteen opportunities for improvement (OFI) and 0 non-conformances were found.

The Management review took place on August 6, 2025.

An external surveillance audit took place on September 15, 2025 by Sandra Tavares of Intertek-SAI Global. Three opportunities for improvement and 0 non-conformances were found.

SECTION 4: PERFORMANCE ASSESSMENT REPORT

All sampling and testing results for the system have met O. Reg. 170/03 requirements. The limit for Total Coliform and E. coli is zero, heterotrophic plate count (HPC) does not have a limit. This is an operational guide to initiate an action plan if results are continuously high in an area. Samples are taken at four different locations throughout the distribution system each week, see results below.

	# Samples	Total Coliform Range (cfu/100mL)	E. coli Range (cfu/100mL)	# Samples	HPC (cfu/100mL)
January	16	0 - 0	0 - 0	8	<10 – 20
February	16	0 - 0	0 - 0	8	<10 – 10
March	20	0 - 0	0 - 0	10	<10 – <10
April	16	0 - 0	0 - 0	8	10 – <10
May	16	0 - 0	0 - 0	8	<10 – 10
June	26	0 - 1	0 - 0	16	<10 – <10
July	16	0 - 0	0 - 0	8	<10 – 10
August	16	0 - 0	0 - 0	8	<10 – <10
September	20	0 - 0	0 - 0	10	<10 – 10
October	-	-	-	-	-
November	-	-	-	-	-
December	-	-	-	-	-

Trihalomethanes (THMs) are sampled on a quarterly basis. THMs are a group of compounds that can form when the chlorine used to disinfect drinking water (disinfection by-product) reacts with naturally occurring organic matter (e.g., decaying leaves and vegetation). The trihalomethanes most commonly found in drinking water are chloroform, bromodichloromethane (BDCM), dibromochloromethane (DBCM) and bromoform. The table below shows the current running average so far in 2025. The annual average in 2024 was 60.5 ug/L, therefore the current running average has decreased 7% when compared to the annual average in 2024. The maximum acceptable concentration, as specified in Ontario Drinking Water Quality Standards Regulation 169/03, is a 100 ug/L based on a quarterly running average. THM formation is dependent on many factors including organic matter, re-chlorination practices, water age, temperature and pH.

	Limit (ug/L)	THM Result (ug/L)
January 2025	-	20
April 2025	-	59
July 2025	-	50
October 2024	-	96
Running Average	100	56.25

Haloacetic Acids (HAAs) are sampled on a quarterly basis in accordance with O. Reg. 170/03. HAAs are a type of chlorination disinfection by-product that are formed when the chlorine used to disinfect drinking water reacts with naturally occurring organic matter in water. The table below shows the running average so far in 2025. The annual average in 2024 was 28 ug/L, therefore the current running average has decreased 29% when compared to the annual average in 2024. The maximum acceptable concentration, as specified in Ontario Drinking Water Quality Standards Regulation 169/03, is 80 ug/L based on a quarterly running average. HAA formation is dependent on many factors including organic matter, re-chlorination practices, water age, temperature and pH.

	Limit (ug/L)	HAA Result (ug/L)
January 2025	-	5.3
April 2025	-	12.9
July 2025	-	24
October 2024	-	38.3
Running Average	80	20.1

The Rodney Tower continuously monitors the free chlorine residual of the water and in the Spring of 2018, a re-chlorination system was added to the facility. The chlorine residuals fluctuate based on fill cycles. During the winter months, the results are usually very good, however, during the warmer months the chlorine residuals do tend to dissipate. Chlorine residuals are taken throughout the distribution system in accordance to O. Reg. 170/03 requirements. The graph below provides the minimum, maximum and average chlorine residuals throughout the distribution system so far in 2025.

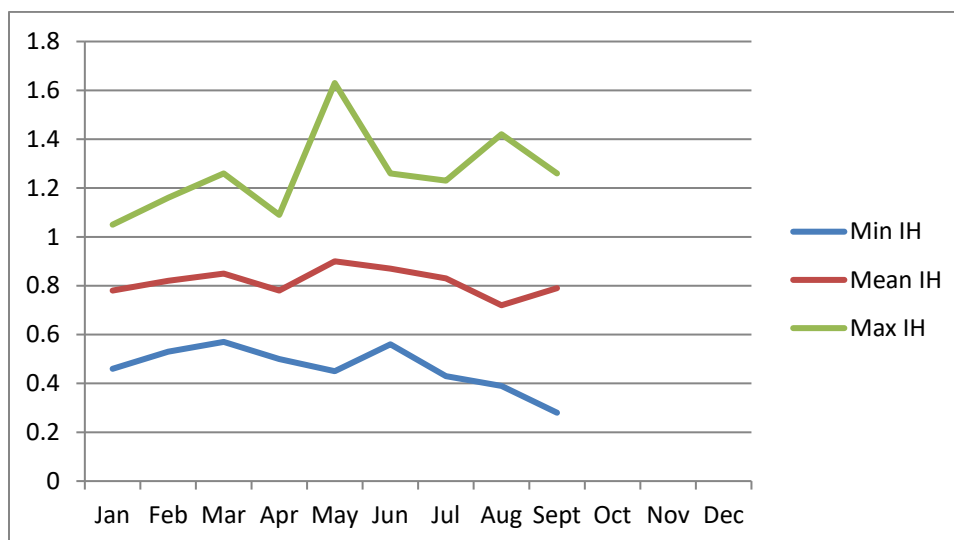


Figure 1. Free Chlorine Residuals in Distribution System

SECTION 5: OCCUPATIONAL HEALTH & SAFETY

FIRST QUARTER

There were no Health & Safety issues identified during the first quarter.

SECOND QUARTER

An annual workplace inspection conducted by Andrew Grierson was completed on May 28, 2025. No corrective actions were found.

THIRD QUARTER

There were no Health & Safety issues identified during the third quarter.

SECTION 6: GENERAL MAINTENANCE

FIRST QUARTER:

MARCH

11: Main break repairs made at Talbot Line and Furnival Road.

SECOND QUARTER

APRIL:

24: On site at Pioneer Line and 401 On Route laneway as a check valve is being replaced in the chamber supplying water to the 401 On Route.

MAY:

08: On site north of 305 Furnival Road to assist PVEX Construction for installation of valve and damaged 1-inch service saddle.

12: On site at new development north of 305 Furnival with PVEX, West Elgin, and Mike Goulding for 6" valve tap into water main.

28: On site at 12450 Furnival Road for tie in of new water main.

JUNE:

18: Received a call from the township about a water main break on Gray Line due to a communications company hitting the water line. Arrived on site and began digging. Completed the repair in the 2" water main.

THIRD QUARTER

JULY:

14: Completed curb box replacement for blow off at 21486 Silver Clay Road, as it's too deep and bent making the blow off inoperable. Notified Mike Kalita of West Elgin.

15: On site at Beattie Manor to replace inoperable hydrant. West Elgin Township and Hurricane Hydrovac on site to excavate. Removed old hydrant and replaced with new.

23: Chlorine line repair at Rodney Tower.

AUGUST:

05: Repaired hydrant valve box at 188 Furnival Road to isolate hydrant for repairs later in the week.

07: Hydrant at 188 Furnival was out of service as it would not shut off. Replaced the internal guts and hydrant operated as it should.

14: Complete WO 4641614 Pump Diaphragm Inspection/Service (1y); unable to power on pump. Unable to troubleshoot, no issues with power supply or relay. Determined pump to be faulty. Instructed by Region Hub Manager, Sam Smith to order replacement pump.

SEPTEMBER:

No additional maintenance performed this month.

SECTION 7: ALARMS

FIRST QUARTER:

JANUARY

17: Ontario One-Call contacted about emergency locate service at 12518 Furnival Road in Rodney. Called Utility Services Supervisor, Mike Kalita and SOM, Sam Smith about situation. Called Hydro One contact and informed about responsibilities for emergency locate services. Operator assisted with watermain location information but could not help further; provided with municipal contact information.

FEBRUARY

22: Notified by Senior Ops Manager, Sam Smith that there was a possible water main break in Eagle, across from 25139 Talbot Line. The operator arrived on site and called in locates and vac truck. Classified main break as a Class 1. Positive pressure was maintained. Customers were notified that services would be interrupted.

MARCH

No alarms were reported this month.

SECOND QUARTER

APRIL:

No alarms were reported this month.

MAY:

No alarms were reported this month.

JUNE:

No alarms were reported this month.

THIRD QUARTER

JULY:

No alarms were reported this month.

AUGUST:

03: Notified by Tri-County operator of low chlorine alarm at Rodney tower. Arrived on site and obtained chlorine residual, flushed hydrants on the distribution line towards the tower. Hydrant 148 in Rodney failed to close; auxiliary valve is not accessible.

11: Notified by Tri-County of low chlorine at Rodney tower. Arrived on site and inspected analyzers and pumps. Completed DPD grab tests and calibrated. Inspected pump equipment and noted air in lines. Inspected all fittings for leaks etc. A further inspection of the fittings may be required. Monitored further to ensure all operations returned to normal.

20: Notified by Tri-County operator of low chlorine residual alarm at tower. Operator was instructed to flush main along Furnival towards the tower. Operator continued flushing until Victoria and Stanford hydrant residuals were within normal range. Later noted a chlorine spike in the distribution line due to chlorine system issues. As per SOM Joe Daly, operator flushed hydrant on the distribution line. Operator reviewed all processes, and no further issues were reported.

23: Notified by Tri-County operator of Rodney tower low chlorine alarm. Logged on and reviewed SCADA trending, appeared residual had been gradually decreasing for the previous hour, indicating the chlorine pump was no longer dosing. Arrived on site and found pump airlocked; operator was unable to clear air lock. As per ORO, operator replaced all check valves, gaskets, and O-rings on pump head. Primed pump and confirmed a residual, then returned pump to automatic. Observed pump dosing correctly. No further issues reported.

SEPTEMBER:

No alarms were reported this month.

SECTION 8: COMPLAINTS & CONCERNS

FIRST QUARTER:

There were no customer complaints to report this quarter.

SECOND QUARTER

There were no customer complaints to report this quarter.

THIRD QUARTER

JULY:

08: Flushed in West Lorne for taste and odour complaints.

09: Flushed Monroe Street hydrant and blow offs on Queen Street in response to taste and odour complaint.

15: Flushing hydrant at Kerr and Talbot due to odour complaints in Eagle area.

17: Completed dead end flushing in Rodney as per Regional Hub Manager Sam Smith in response to taste and odour complaints.

28: Flushed hydrant at 25152 Talbot Line as per Regional Hub Manager, Sam Smith in response to community taste and odour complaint.

AUGUST:

15: Flushed dead ends in West Lorne as per SOM, Joe Daly in response to taste and odour complaints.

SEPTEMBER:

10: On site at dead end located at 304 Ridout Street to assist with locating blow off R12 valve. Contacted residents on street door to door to explain situation and to flush taps if needed etc.

18: Instructed to flush hydrant at 25037 Talbot Line in response to yellow water complaint at 25143 Talbot Line; no colour observed.



Staff Report

Report To: Council Meeting
From: Terri Towstiuc, Manager of Community Services/Clerk
Date: 2025-10-23
Subject: Mumford Drain Tender Results

Recommendation:

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk, re: Tender Results, Mumford Drain; and

That Council approves the low tender submission from McNally Excavating Ltd., in the amount of \$407,817.00 (HST included).

Purpose:

The purpose of this report is to receive Council approval for the tender of the Mumford Drain.

Background:

At the Consideration meeting for the Mumford Drain October 9, 2025, Council authorized staff to initiate the tender process. The Drainage Superintendent initiated the process, with a closing date of November 5, 2025, at 11:00am. Drainage Superintendent Tom Mohan, and Terri Towstiuc, Manager of Community Services/Clerk, were both present for the opening of the following tenders:

1. McNally Excavating LTD., total tender price \$407,817.00 (HST included)
2. Gillier Construction Inc., total tender price \$436,180.00 (HST included)

Staff are recommending the low tender submission from McNally Excavating for approval, with a cost of \$360,900.00 plus \$46,917.00 HST for a total cost of \$407,817.00.

Financial Implications:

Total tender price \$407,817.00.

Policies/Legislation:

The Drainage Act

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
☒ To improve West Elgin's infrastructure to support long-term growth.	☐ To provide recreation and leisure activities to attract and retain residents.	☐ To ensure a strong economy that supports growth and maintains a lower cost of living.	☒ To enhance communication with residents.

Respectfully submitted by,

Terri Towstiuc
Manager of Community Services/Clerk

Report Approval Details

Document Title:	Fleuren Drain Extension, Tender Results - 2025-09-Drainage.docx
Attachments:	
Final Approval Date:	Oct 16, 2025

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

Robin Greenall

Report Approval Details

Document Title:	Drain Tender Results, Mumford Drain - 2025-10-Drainage.docx
Attachments:	
Final Approval Date:	Nov 5, 2025

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

Robin Greenall

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 OF LOT 6, CONCESSION GORE
MUNICIPALITY OF WEST ELGIN
12897 FURNIVAL ROAD**

The applicant proposes to sever a parcel with a frontage of 49.352 m, a depth of 54.25 m, and an area of 8093.71 m² to add to an existing lot. The applicant is retaining a lot with an area of 9.307 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 52-25 be **approved** subject to the following conditions:

This decision will expire unless a deed is presented for stamping by: **October 22, 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 Subsection (3) or (5) of Section 50 of the *Planning Act* apply to any subsequent conveyance or transaction involving the subject lands.

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 to rezone the lot addition lands to match the zoning of the receiving lot at 22295 Hoskins Line and rezone the retained parcel to recognize the reduced lot area;
5. The Zoning By-law amendment required as condition #4 come into full force and effect pursuant to the Planning Act, to the satisfaction and clearance of the Municipality.
6. That the receiving lot owner at 22295 Hoskins Line obtain a cancellation certificate from the County of Elgin to nullify the original severance of 22295 Hoskins Line and permit the consolidation of the lot with the lot addition lands, if necessary.
7. That the severed parcel be conveyed to and consolidated with the receiving lot at 22295 Hoskins Line (Roll No. 3434 000 020 09602) and that Section 50 (3 or 5) of the Planning Act applies to any subsequent conveyance of or transaction involving the parcel of land that is the subject of this consent;

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 52-25

October 22, 2025

Members concurring in the above ruling by recorded vote:

<u>Member:</u>	<u>YES</u>	<u>NO</u>
John “Ian” Fleck	X	
Tom Marks (Chair)	X	
Bill Ungar		
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 22nd day of October 2025.



Paul Clarke
Secretary-Treasurer
Land Division Committee

CORPORATION OF THE COUNTY OF ELGIN

NOTICE OF DECISION

APPLICATION NO. E 52-25

PART OF LOT 6, CONCESSION GORE MUNICIPALITY OF WEST ELGIN 12897 FURNIVAL ROAD

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 52-25** 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 **November 11, 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

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 22nd day of October, 2025.



Paul Clarke
Secretary-Treasurer
Land Division Committee

c.c.

Municipality of West Elgin: Robin Greenall, rgreenall@westelgin.net; Robert Brown, 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

Elgin County Launches New Livestream for Council and Committee Meetings

Elgin County, ON – Elgin County is making it easier than ever to follow local decision-making. Beginning with the October 28, 2025 Council meeting, all Council and Committee meetings will be livestreamed directly through the County’s website, offering residents a more reliable and user-friendly viewing experience.

This change means Council and Committee meetings will no longer be streamed on Facebook, and future recordings will be available exclusively on the County’s website following each meeting. Past recordings already uploaded to YouTube will remain available for viewing.

Through the County’s livestream platform, viewers can watch meetings live or revisit recordings afterward. The platform also includes timestamping, which allows users to navigate directly to specific agenda items, making it simple to find topics of interest within each meeting. All upcoming meeting agendas and livestream links can be found at www.elgincounty.ca/council.

After navigating to www.elgincounty.ca/council, viewers will be required to select the meeting they are interested in viewing. The video stream will appear alongside the agenda for that meeting. Council and Committee of the Whole meetings are held consecutively; however, viewers will need to click out of the Council meeting and into the Committee of the Whole meeting once the first meeting is complete.

To ensure a smooth transition between consecutive meetings, there may be a brief pause in the livestream as staff close and reopen sessions. Please note that the “View Livestream” link will appear shortly before the meeting begins.

Notice of all Council and Committee meetings, and links to the livestream site, will continue to be shared on Facebook in advance of the meetings.

Members of the public are invited to tune in live through the County’s website to follow Council discussions and decisions as they happen.

When: Tuesday, October 28, 2025, 9:00 a.m.

Where to Watch: www.elgincounty.ca/council

For additional information, please contact:

Katherine Thompson

Manager of Administrative Services/Deputy Clerk

kthompson@elgin.ca

519-631-1460 x 164



ELGIN COUNTY ECONOMIC DEVELOPMENT UPDATE

FALL 2025

Elgin County's Economic Development Department continues to play a central role in strengthening the regional economy, supporting business growth, and promoting long-term prosperity across all seven Municipalities. Through collaboration, research, and direct engagement with local business owners and partners, the department ensures that every part of the County benefits from coordinated efforts to attract investment, create opportunities, and support community vitality.

The following provides an overview of key achievements and initiatives throughout the last several months.

PLANNING FOR ELGIN COUNTY'S ECONOMIC FUTURE

Elgin County is developing a new **Economic Development and Tourism Strategy Action Plan** to guide the region's growth over the next several years. The plan is being created with input from local businesses, community leaders, and Municipal partners to ensure that it reflects both shared priorities and the unique strengths of each community.

This year, the department gathered feedback through business surveys, focus groups, and interviews, culminating in an Action Planning Session held in the fall. This process generated valuable insights that will inform a focused, measurable plan designed to grow key industries, strengthen tourism, and enhance Elgin's reputation as a place to live, work, and invest.

The completed Strategy will be presented to County Council in **December 2025**, providing a clear framework for action and collaboration across the region.



UPDATING THE ELGINCENTIVES - COMMUNITY IMPROVEMENT PLAN

Elgin County is working with **Re:Public Urbanism**, a consulting firm specializing in community planning and revitalization, to update the **Elgincntives Community Improvement Plan (CIP)**. This program supports economic development across the County by offering financial incentives for property improvements, downtown revitalization, and redevelopment projects.

The updated plan will reflect new economic priorities, community feedback, and opportunities that have emerged since the program was first launched in 2015. Background research and stakeholder consultations have been completed, and the department is now reviewing a **Recommendations Brief** that outlines proposed updates to the program.

Each local Municipality will have an opportunity to participate in this process. A **webinar** will be hosted to explain how Community Improvement Plans work and to highlight the benefits of the Elgincntives program. In addition, representatives from **Re:Public Urbanism** will attend upcoming Municipal council meetings to present the draft plan and gather local input.

Residents and business owners can learn more or share feedback by visiting engageelgin.ca/elgincntives and completing a short questionnaire.

CELEBRATING THE BUSINESS COMMUNITY - CULTIVATING SUCCESS 2025

In October, Elgin County hosted the Cultivating Success Business Networking Event at the Elgin International Club in West Lorne, drawing more than 150 business owners, entrepreneurs, and community leaders from across the County.

This successful event celebrated innovation, collaboration, and the entrepreneurial spirit that drives Elgin County's economy. The County extends thanks to the Economic Development Committees of Dutton, Southwold, and West Elgin for helping make this regional celebration possible.

Planning is already underway for next spring's event, which will continue to foster connections and share success stories from across the County. Stay tuned!



SUPPORTING AND SHOWCASING LOCAL BUSINESSES

Elgin County's Business Enterprise Facilitator meets regularly with entrepreneurs and business owners in every Municipality, providing one-on-one support, identifying funding opportunities, and helping connect businesses with the tools they need to succeed.

These visits not only strengthen relationships with local business operators but also allow the department to highlight community success stories. Recent business spotlights have included:

- The Yarmouth Group Inc. (Central Elgin): A trusted name in fabrication, craning, and heavy equipment services for more than 60 years.
- NovoMar Construction & Renovations (West Elgin): A growing business known for quality craftsmanship and community pride.
- Campbells II (Aylmer): A locally owned lifestyle shop offering thoughtful gifts and home décor with personalized service.

These stories are shared through the County's social media channels, helping to promote local businesses and build community pride throughout the region.



CELEBRATING LOCAL SUCCESS AT BRIDGES TO BETTER BUSINESS

Elgin County and the City of St. Thomas once again partnered for the 16th Annual Bridges to Better Business Event, hosted by the St. Thomas Elgin Small Business Enterprise Centre. Held at the Elgin County Railway Museum. This signature event brought together business owners, industry partners, and community leaders from across the region, fostering valuable connections and highlighting the resources available to help businesses grow and thrive.

Each year, it provides a platform to recognize the achievements of local entrepreneurs whose work strengthened the economy across Elgin County and St. Thomas. The evening also featured the TASTE Food Showcase, highlighting culinary and beverage businesses from across the County, and celebrated local entrepreneurship and innovation.

Elgin County was proud to present the Economic Development Award to Platinum Foodz of Aylmer, a new business recognized for its innovative, locally sourced “Not Ordinary” chips and strong commitment to giving back to the community.

Congratulations also go to:

- Pepper Tree Spice Co. Inc. – Small Business Award
- Maximum Diesel – Starter Company Plus Award

SHARING KNOWLEDGE AND RESOURCES

The Elgin County Economic Development Newsletter continues to serve as a valuable communication tool for Council members, Municipal staff, and community partners. Issued quarterly, it provides updates on regional economic activity, funding programs, tourism initiatives, and business development news.

You can sign up for the [quarterly newsletter here](#), and read the [Fall 2025 Edition here](#).

STAFF ENGAGEMENT AND REGIONAL COLLABORATION

Our team has been busy connecting with the community! Over the past few months, we've attended several local events to meet with business owners, learn about their work, and share resources that support growth and innovation.

Here's where we've been:

- St. Thomas & District Chamber of Commerce Business After 5 (August)
- Aylmer & Area Chamber of Commerce Business After 5 (September)
- Young Entrepreneurs' Initiative Event in St. Thomas (August)
- Canada's Outdoor Farm Show with Malahide's Community Relations Manager and the Elgin Federation of Agriculture President (September)
- Aylmer & Area Chamber of Commerce and Mainstreet Aylmer AGM (October)

These visits help us stay connected, inform our programming, and ensure local businesses know about available supports, from grants and funding to training and mentorship.

NOMINATE A BUSINESS FOR THE IMPACT AWARDS!

Do you know a business in Elgin County that deserves to be recognized? The St. Thomas & District Chamber of Commerce Impact Awards are now open for nominations!

While many members are based in Central Elgin and Southwold, several eligible businesses operate in other parts of Elgin County. Help us celebrate the hardworking entrepreneurs who make our community thrive.

More information and nomination forms are available [here](#).

MEET THE TEAM - CONTACT US FOR SUPPORT



CAROLYN KRAHN

Manager of Economic
Development, Tourism &
Strategic Initiatives

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(519) 631-1460 x 133



ANNE KLEINSTEUBER

Business Enterprise
Facilitator

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LINDSEY DUNCAN

Tourism Officer

lduncan@elgin.ca
(519) 631-1460 x 163



FALL 2025

ELGIN COUNTY TOURISM UPDATE



Elgin County Tourism is responsible for promoting the County as a year-round destination, supporting local tourism businesses, and strengthening the visitor economy across all seven municipalities. Through marketing, partnership development, and visitor services, the department works to attract visitors, increase spending at local businesses, and showcase the unique character and experiences found throughout the region.

The following information provides an overview of key initiatives and outcomes from summer 2025, along with early fall highlights.

SHOWCASING THE ENTIRE REGION



Throughout the summer, Elgin County Tourism focused on promoting the full range of experiences available across the County. From our lakeshore communities and rural landscapes to heritage towns and family attractions, the department's marketing efforts emphasized that every corner of Elgin offers something special for visitors to discover.

Marketing Assistant **Arden Doupe** joined the team for the summer season, supporting the promotion of more than **100 local businesses** through photography, video storytelling, and digital content. These efforts captured authentic local experiences such as farm visits, outdoor recreation, dining, and arts and culture, helping to inspire new visitors and encourage exploration across all municipalities.

This initiative also underscored the importance of student employment in building local capacity for tourism marketing and developing future talent within Elgin County. To read **Arden's recap of her summer experience and how she helped promote the region**, click [here](#).



WELCOMING VISITORS ACROSS THE COUNTY

The **Port Stanley Visitor Centre** served as a regional gateway once again this summer, welcoming **6,726 visitors in 2025**, compared to **6,231 in 2024**. Guests arrived from across Ontario and Canada, as well as internationally from countries such as Germany, Australia, and the United States.

Visitor Centre staff provided information about businesses, attractions, and events throughout the County, helping travelers discover destinations beyond the lakeshore and encouraging them to explore more of Elgin's communities.

ENCOURAGING LOCAL EXPLORATION THROUGH #FALLFORELGIN

As summer transitioned into fall, the **#FallforElgin Backroad Adventures Map** encouraged residents and visitors to experience autumn in Elgin County. The campaign featured farms, markets, and seasonal events that highlighted the County's agricultural roots and rural charm.

Working with **Ontario's Southwest** (the non-profit Regional Tourism Organization (RTO) for our region, funded by the provincial Ministry of Tourism, Culture and Gaming) and the **Culinary Tourism Alliance**, the department extended the campaign's reach beyond local audiences to attract visitors from across the region. The map was available online, through the Visitor Centre, and at participating businesses, helping to drive foot traffic and local spending during the fall season.



PROMOTING ELGIN COUNTY IN TORONTO

In November, Elgin County Tourism will promote the region at the **National Women's Show in Toronto**, Canada's largest consumer show for women. This major event provides a platform to showcase the County's culinary, shopping, and leisure experiences to thousands of potential visitors.

Participation in high-profile events like this ensures Elgin County's destinations remain visible in competitive markets and builds awareness among key audiences.



CULINARY TOURISM LEADERSHIP

Elgin County is a member of the **Culinary Tourism Alliance**, which promotes local food and beverage experiences across Ontario. This year, **Two Forks in Port Stanley** achieved **Feast On certification**, recognizing their commitment to using Ontario-grown ingredients and supporting local suppliers. This achievement reinforces Elgin's growing reputation for authentic, locally sourced culinary experiences.

SUPPORTING LOCAL BUSINESSES THROUGH #SHOPELGIN

In addition to summer and fall initiatives, Elgin County Tourism is preparing the **Shop Elgin holiday campaign**. This program encourages residents and visitors to shop locally during the holiday season, highlighting unique gifts, artisan products, and local services across all municipalities.

The campaign provides a platform to celebrate and promote businesses throughout the County, helping to drive holiday spending and showcase the variety of local offerings to both residents and visitors.

SUPPORTING BUSINESS GROWTH AND EXPERIENCE DEVELOPMENT

Elgin County Tourism continued its work supporting local tourism businesses in developing authentic visitor experiences. Two local businesses, **Misty Glen Creamery** and **Evelyn's Sausage Kitchen**, participated in the **Idea to Experience: Experience Development Course** offered through Ontario's Southwest.

This seven-week program helped participants design market-ready visitor experiences, creating new opportunities to attract guests and diversify the region's tourism offerings. Supporting innovation and entrepreneurship remains a key focus for the department as tourism continues to evolve.



STRENGTHENING COLLABORATION AND INDUSTRY LEARNING



Elgin County continues to participate in tourism networks and learning opportunities that benefit the region as a whole. Staff and local businesses will attend the **Southern Ontario Tourism Conference** in March 2026 to connect with peers, learn best practices, and share insights. These opportunities help strengthen the regional tourism economy and encourage collaboration between partners.

Municipal councils can help support these efforts by sharing information about the conference with tourism-related businesses in their communities that may benefit from attending.

STAYING CONNECTED WITH LOCAL INSIGHT

Elgin County Tourism values the strong partnerships it has with municipal staff and councils across the County. Local insights are an important part of tourism development. If your municipality is aware of new tourism-related businesses, attractions, or projects, please connect with the tourism team. This helps ensure that new operators are supported and included in regional marketing and visitor promotion efforts.

LOOKING AHEAD TO 2026

Planning is now underway for the **2026 Elgin County Visitor's Guide** and **Taste Guide**, which highlight experiences and businesses across all municipalities. Both guides continue to be key marketing tools for promoting Elgin County.

Due to strong demand, additional copies of the 2025 editions were printed and distributed through the Port Stanley Visitor Centre, local businesses, and regional events.

The 2026 editions will be shared at next year's consumer shows including the **2026 National Women's Show** and the **2026 London Wine and Food Show**, helping to attract more visitors to the County. Municipalities are encouraged to share event dates and new tourism-related developments for possible inclusion in future guides.



If you have a major event planned for 2026, please send your dates to tourism@elgin.ca for possible inclusion in the Visitor's Guide.

Haven't seen this year's guides yet?

Check them out here:

- [Visitor's Guide](#)
- [Taste Guide](#)

MEET THE TEAM - CONTACT US FOR SUPPORT



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Manager of Economic Development, Tourism & Strategic Initiatives

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LINDSEY DUNCAN

Tourism Officer

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ANNE KLEINSTEUBER

Business Enterprise Facilitator

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From: [Watson & Associates Economists Ltd.](#)
Subject: Changes to the D.C.A. regarding the timing of development charge collections
Date: Wednesday, October 29, 2025 2:57:55 PM
Attachments: [Preliminary Assessment of Bill 17.pdf](#)
[Proposed changes to the Building Code to operationalize residential DC deferral to occupancy.pdf](#)

To our Municipal Clients,

In our continued efforts to keep you informed of legislative amendments impacting municipalities, we want to advise you of the anticipated timing of the changes to the *Development Charges Act, 1997* (D.C.A.) regarding the timing of development charge (D.C.) collections.

As part of changes introduced through the *Protect Ontario by Building Faster and Smarter Act, 2025* (Bill 17), the D.C.A. has been amended to provide for the payment of D.C.s at the earlier of the day the building is first occupied, or the day an occupancy permit is issued for non-rental residential development. The changes were to come into effect on a day named by order of the Lieutenant Governor (i.e., commencement).

On October 23, 2025, the Province issued a commencement order stating that these changes would take effect on November 3, 2025.

As communicated in our October 9, 2025 letter, the Province is also proposing changes to the Building Code to operationalize the deferral of payment of D.C.s to occupancy (or occupancy permit) for non-rental residential development. We expect that prior to November 3, 2025, the proposed changes to the Building Code will be enacted.

Our May 15, 2025 letter regarding the proposed changes to the D.C.A. through Bill 17 and our October 9, 2025 letter regarding the proposed changes to the Building Code are attached to this email for your reference.

We will continue to monitor this situation over the coming days and keep you informed of any changes.

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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www.watsonecon.ca



May 15, 2025

To our Municipal Clients:

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

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

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

1. Overview Commentary

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

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

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



2. Proposed Changes to the *Development Charges Act*

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

1. Exemption for long-term care homes

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

2. Definition of capital costs, subject to regulation

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

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

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



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

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

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



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

5. Removal of interest for legislated instalments

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

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

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

7. Lower charge for rate freeze

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



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

8. Grouping of services for the purposes of using credits

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

9. Defining local services in the regulations

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



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

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

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

3. Noted Areas for Future Changes to Development Charges

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

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

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

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

4. Proposed Changes to the Growth Management Framework

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

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



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

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

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

5. Concluding Remarks

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



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

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

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

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Jack Ammendolia, BES, PLE, Managing Partner

October 9, 2025

To our Municipal Clients:

Re: Regulatory Registry 25-MMAH016 Comments – Proposed Amendments to Operationalize Payment of Development Charges at Occupancy

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 163/24 (Building Code), under the *Building Code Act, 1992*. 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/51914>. The deadline to submit comments is October 17, 2025.

1. Overview

As part of changes introduced through the *Protect Ontario by Building Faster and Smarter Act, 2025 (Bill 17)*, the *Development Charges Act, 1997 (D.C.A.)* would be amended to provide for payment of Development Charges (D.C.s) at the earlier of the day the building is first occupied, or the day an occupancy permit is issued for non-rental residential development. The changes would come into effect on a day named by order of the Lieutenant Governor (i.e., commencement). Note that as of the date of this letter, commencement has not occurred.

The proposed changes to the Building Code are meant to operationalize the deferral of payment of residential D.C.s to the time of first occupancy of a building or issuance of an occupancy permit. As such, the changes are proposed to:

- Require occupancy permits for non-rental residential buildings, including stacked townhouses, where a builder elects to defer D.C.s under subsection 26.1 (3.1)^[1] of the D.C.A. This would apply to buildings that are completed but not yet occupied that do not currently require an occupancy permit.
- Require a Chief Building Official to deny issuance of the occupancy permit until the municipality confirms the D.C.s have been paid in full.

^[1] Subsection 26.1 (3.1) of the D.C.A. refers to payment of D.C.s at occupancy for non-rental residential development. Note, as of the date of this letter, this section is not yet in force.



- Require that all existing life-safety construction requirements are met before an occupancy permit can be issued.

These changes do not apply to:

- A municipality that does not have a D.C. by-law;
- Rental housing and institutional development under subsection 26.1 of the D.C.A.; or
- Where an early or late payment agreement has been made pursuant to section 27 of the D.C.A.

2. Commentary

Note that the draft regulation has not yet been released. Our preliminary commentary, provided below, is based on the summary of the proposed changes provided on the Provincial Regulatory Registry website.

Removal of Requirement for Securities

When Bill 17 was first introduced, there was an indication that the payment of D.C.s for residential development would be deferred to occupancy, subject to the following:

- Payment of D.C.s would be required before the issuance of an occupancy permit; and
- In situations where an occupancy permit is not required, municipalities would have the ability to require financial securities.

The summary provided appears to indicate that all non-rental housing developments seeking payment of D.C.s at occupancy will be subject to an occupancy permit. It is unclear if this requirement will replace the option for municipalities to use financial securities in place of occupancy permits. If occupancy permits are required for all non-rental housing developments, this will have greater processing demands on municipal building permit operations.

Election of Use of Deferral

The summary of proposed changes uses the term “where a builder elects to defer D.C.s.” This implies that the builder will have the option to defer payment of D.C.s to occupancy. If, however, a builder does not elect to defer payment to occupancy, this will create a different administrative process that needs to be tracked by municipalities.



Note that the choice to defer D.C.s to occupancy may be in reference to changes included in Bill 17 (subsection 26.1 (12) of the D.C.A.^[1]).

Although making the deferral optional may create administrative complexities through a two-track system, allowing builders to continue to pay at the time of building permit (or as otherwise identified in the D.C. by-law) is positive, as it may alleviate some of the cashflow pressures created by the deferrals.

Previous Comments on Legislative Change

As noted in our previous correspondence of June 4, 2025, this change will: add significant administrative costs across the Province; create cashflow implications for D.C. projects, which will lead to a delay in development of growth-related infrastructure; conflict with subsection 26 (2) of the D.C.A.;^[2] and impact the residential rate freeze provisions of the D.C.A. We have attached our June 4, 2025 letter for ease of reference.

3. Consultation Topics

The Ministry is seeking feedback on the following topics:

- Practical considerations for requiring and withholding occupancy permits where D.C.s are deferred under subsection 26.1 (3.1) of the D.C.A. (including documentation of payment and municipal processes).
 - Municipal staff input will be valuable in consultations with the Ministry in this regard.
- Treatment of phased or partial occupancy developments.
 - If payment of D.C.s can be further delayed by phasing occupancy of a development, this would create additional administrative tracking requirements and would create further cashflow pressure on municipalities.
 - Any consideration to further phasing of the D.C.s should not include housing-enabling D.C. services such as water, wastewater, stormwater, and services related to a highway, as the capital investment in these services occurs prior to development.

^[1] Subsection 26.1 (12) of the D.C.A. states the following: “For greater certainty, a person required to pay a development charge under this section may pay the charge before the day it is payable even in the absence of an agreement under section 27.” Note that this section is not yet in force as of the date of this letter.

^[2] Subsection 26 (2) states that a municipality, by by-law, may require payment of D.C.s for certain services at the time of approval of a subdivision or consent agreement.



- Whether there is support for extending the time for municipalities to complete a prescribed inspection to permit occupancy, from two days after receipt of the notice to 10 days after receipt of the notice, where D.C.s have been deferred.
 - Given the additional administrative effort related to tracking D.C. deferrals and ensuring payment has been received prior to performing an occupancy inspection, granting municipal staff additional time to complete the process would appear to be a positive change.
- Any consequential improvements to occupancy-related provisions and other supports (e.g., templates for occupancy permits or prescribed notices, homebuyer and builder education) that would improve consistency and transparency and minimize disruption for homebuyers.
 - Municipal staff input will be valuable in consultations with the Ministry in this regard.

4. Concluding Remarks

The proposed changes to the Building Code to operationalize the deferral of payment of residential D.C.s to occupancy appear to simplify the initial legislative proposal by requiring all non-rental housing development to obtain an occupancy permit. This may be beneficial because it would be less administratively burdensome than administering financial security agreements. However, as the deferral of payment of D.C.s to occupancy (or occupancy permit) is optional, this will create a dual tracking system. In addition, this will require all municipal building departments to create an occupancy permitting process for these types of development, where one does not currently exist, potentially further delaying development processing times.

We anticipate further regulatory changes to the D.C.A., as noted by the Province in previous news releases. We will continue to monitor any changes and inform you of the potential impacts on municipalities.

Should you have any questions, please contact any of the undersigned or send an email to info@watsonecon.ca.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

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From: [Watson & Associates Economists Ltd.](#)
Subject: Changes to the D.C. Framework - Bill 60, Fighting Delays, Building Faster Act, 2025 and Regulatory Proposals 25-MMAH018 and 25-MMAH030
Date: Tuesday, November 4, 2025 3:00:24 PM
Attachments: [Changes to the DC Framework - Bill 60.pdf](#)

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 changes to the development charge (D.C.) framework. The provincial government has introduced Bill 60, an Act to amend various Acts and to enact the *Water and Wastewater Public Corporations Act, 2025* (referred to as the *Fighting Delays, Building Faster Act, 2025*). This includes amendments to the *Development Charges Act, 1997*. In addition to the legislative amendments, the Province is also proposing changes to Ontario Regulation 82/98.

The proposed changes, which are intended to standardize and streamline the D.C. framework, are available for comments via the Regulatory Registry at the following links:

- 25-MMAH018: <https://www.regulatoryregistry.gov.on.ca/proposal/52054>; and
- 25-MMAH030: <https://www.regulatoryregistry.gov.on.ca/proposal/52308>.

The deadline to submit comments on the above-referenced proposals is November 22, 2025, and November 23, 2025, respectively.

Please see our attached letter, which provides a summary and preliminary analysis of the proposed changes to the D.C. framework.

We will continue to monitor any changes and inform you of the potential impacts on municipalities. Should you have any questions, please contact any of the undersigned or send an email to info@watsonecon.ca.

Yours very truly,

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November 4, 2025

To our Municipal Clients:

Re: Bill 60, *Fighting Delays, Building Faster Act, 2025* and Regulatory Proposals 25-MMAH018 and 25-MMAH030

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 legislative changes to the *Development Charges Act, 1997* (D.C.A.) and associated regulation (Ontario Regulation 82/98). The provincial government has introduced Bill 60, an Act to amend various Acts and to enact the *Water and Wastewater Public Corporations Act, 2025* (referred to as the *Fighting Delays, Building Faster Act, 2025*). This Bill proposes amendments to the following legislation:

- *Building Transit Faster Act, 2020*;
- *Construction Act*;
- *Development Charges Act, 1997*;
- *GO Transit Station Funding Act, 2023*;
- *Highway Traffic Act*;
- *Local Roads Boards Act*;
- *Municipal Act, 2021*;
- *Ontario Water Resources Act*;
- *Photo Card Act, 2008*;
- *Planning Act*;
- *Public Transportation and Highway Improvement Act*;
- *Residential Tenancies Act, 2006*;
- *Toronto Waterfront Revitalization Corporation Act*;
- *Towing and Storage Safety and Enforcement Act*;
- *Transit-Oriented Communities Act, 2020*;

The Bill also introduces new legislation: the *Water and Wastewater Public Corporations Act, 2025*.

In addition to the legislative amendments, the Province is also proposing changes to the development charge (D.C.) regulation (Ontario Regulation 82/98). The proposed changes, which are intended to standardize and streamline the D.C. framework, are available for comments via the Regulatory Registry at the following links:

- 25-MMAH018: <https://www.regulatoryregistry.gov.on.ca/proposal/52054>; and
- 25-MMAH030: <https://www.regulatoryregistry.gov.on.ca/proposal/52308>.



The deadline to submit comments on the above-referenced proposals is November 22, 2025, and November 23, 2025, respectively.

This letter provides a summary and preliminary analysis of the proposed changes to the D.C.A. and Ontario Regulation 82/98.

1. Proposed Changes to the Development Charge Framework

1.1 Proposed Changes to the *Development Charges Act, 1997*

The proposed changes to the D.C.A. are presented in Schedule 3 of Bill 60, *Fighting Delays, Building Faster Act, 2025*. The following is a list of the proposed changes, which are discussed in further detail below:

1. Addition of Class of Service for land acquisition;
2. Required timelines for the Annual Treasurer's Statement;
3. Addition of requirements for Local Service Policies; and
4. Requirement to provide documents to the Minister.

1.1.1 Addition of Class of Service for Land Acquisition

Background Context

In preparing the D.C. calculations as part of a D.C. background study, most services^[1] require a Level of Service calculation to be undertaken, as the D.C.A. requires that the increase in need for service must not exceed the historical Level of Service when determining the charge. This requirement is set out in subsection 5 (1) 4 of the D.C.A. and section 4 of Ontario Regulation 82/98. The regulation requires that the Level of Service be calculated by identifying quantity and quality measures of service. These measures have generally been interpreted to reflect the quantity of capital assets used to provide the service and the current replacement value (i.e., quality) of the capital assets. The combination of the measures results in the per capita historical replacement value, which, when applied to the forecast population, provides the total D.C.-eligible amount that can be included in the D.C. calculations for recovery.

In determining the replacement value (i.e., quality) of the assets, the scope of capital costs is consistent with the definition in subsection 5 (3) of the D.C.A. The Act defines capital costs to include “costs to acquire land or an interest in land, including a leasehold interest.” Compliance with the D.C.A. requires that the scope of capital costs included in the increase, the need for service, and the historical Level of Service be the same. As such, the historical Level of Service calculations commonly include the value of land. Over the past few years, the development community has raised concerns

^[1] All D.C.-eligible services, except water, wastewater, stormwater, and transit services.



regarding the inclusion of land in the required Level of Service calculations when no future land costs are identified. The increase in the value of land and all other infrastructure has led to an increase in the D.C.-eligible amount that can be included in D.C. calculations.

Proposed Changes

The legislative proposal is to include land acquisition as a separate class of service.^[1] Under this proposal, anticipated land acquisition capital needs would be grouped together for the purposes of the D.C. calculations. Land acquisition capital needs would also be excluded from the historical Level of Service restrictions.

In identifying the land acquisition needs by service, the proposal restricts the anticipated capital costs for land to 10 years for all services except for the following:

- Water;
- Wastewater;
- Stormwater;
- Services related to a highway;
- Electrical;
- Transit;
- Police; and
- Fire.

As land acquisition will be established as a class of service, municipalities will be required to establish a separate reserve fund for these capital costs. As such, funds would be segregated for this purpose, only to be used for land costs. Similar to other reserve funds, monies in this reserve fund can be borrowed and repaid, with interest. With respect to credits, municipalities will need to ensure that credits for land are accounted for separately from credits for other applicable services.

Section 35 of the D.C.A. is amended to add an exception to the use of monies in established reserve funds. This section states that monies in a reserve fund can be used for land acquisition; however, they cannot be used for land acquisition if those costs are to be paid for with the reserve fund established for land acquisition.

^[1] Section 7 of the D.C.A. states that a class of service may be established for the purposes of a D.C. by-law that is a combination of D.C.-eligible services or a subset of a D.C.-eligible service. Note, land acquisition related to the Toronto-York and Yonge North Subway Extensions is not required to be a class of service.



Potential Impacts

The removal of land from the Level of Service calculations would have varying impacts across municipalities. Where land values are significant, the removal of these amounts from the Level of Service calculations will result in a decrease in the D.C.-eligible amount that may restrict D.C. funding for future capital projects. For example, the removal of land values from the replacement costs of recreation facilities would have the effect of reducing the Level of Service cap on D.C. funding for recreation services. While this may be impactful, this change enables the Level of Service calculations to be more accurately compared to the anticipated increase in need for service and allows land needs to be included without the Level of Service restriction.

The restriction on the forecast period for certain services appears to be inconsistent with previous changes to the D.C.A., which removed the 10-year forecast period restriction for all services except Transit.^[1] As land purchases are commonly undertaken years before the construction of a facility, there may be some requirements to include a post-period benefit deduction if the land is required for a facility that will benefit growth outside the 10-year forecast period.

Municipalities may consider having different land acquisition calculations for the various forecast periods. For example, one calculation may be undertaken for the 10-year restricted services, whereas one or more calculations may be undertaken for those services with unrestricted forecast periods.

With respect to establishing a reserve fund for the land acquisition class of service, there may be some transitional matters to consider when preparing the D.C. background study calculations. For example, where land acquisition has been included in previous D.C. background studies, and reserve fund monies have been allocated and/or committed to land acquisition projects, reserve fund adjustments may be required. As the changes to the D.C.A. state that a class of service for land shall be established (i.e., required to recover land as a separate service), a separate reserve fund is required. Once a municipality undertakes a new D.C. by-law, the capital costs included in the class of service for land acquisition must be funded from the land acquisition reserve fund.

^[1] In 2019, the Province passed Bill 108, which removed the requirement to forecast capital needs over a 10-year period for all services other than water, wastewater, stormwater, services related to a highway, electrical power services, police, fire, and the Toronto-York subway extension, as these services were previously not restricted to a 10-year forecast.



1.1.2 Required timelines for the Annual Treasurer's Statement

Proposed Changes

Currently, the Annual Treasurer's Statement must be prepared each year by a date determined by Council. Subsection 43 (1) of the Act is amended to require the Treasurer's Statements to be completed by June 30 of each year.

Currently, the Annual Treasurer's Statement is required to be provided to the Minister of Municipal Affairs and Housing upon request. Subsection 43 (3) of the Act is amended to require a copy of the Treasurer's Statement to be submitted to the Minister by July 15 of each year.

Potential Impacts

Municipalities will need to ensure the Annual Treasurer's Statements are completed by June 30 and submitted to the Minister by July 15.

1.1.3 Addition of Requirements for Local Service Policies

Proposed Changes

Currently, subsection 2 (5) of the D.C.A. precludes a D.C. by-law from imposing charges with respect to local services described in section 59 of the D.C.A. Section 59 of the D.C.A. provides a link to the *Planning Act*, such that, as a condition of subdivision or consent agreement, a municipality may require local services to be installed or paid for by the owner. Local services are considered when preparing a D.C. background study to ensure compliance with the legislative requirements. As such, a Local Service Policy is generally included in our D.C. background studies for transparency to stakeholders and for municipal staff administration.

New subsections 59 (2.2) through 59 (2.11) are proposed, which generally set out the following:

- A Local Service Policy is required for all D.C.-eligible services to which a D.C. by-law imposes a charge and where some part of the service will be provided as a local service.
- A Local Service Policy is required to impose a condition of local services on development, and only to the extent it has been identified in the Local Service Policy. That is, a municipality could not require a work or classes of work to be provided as a local service if it is not identified as such in the Local Service Policy.
 - This does not apply where a municipality does not impose a D.C. for that service.



- This applies the day a municipality establishes the Local Service Policy or 18 months after Bill 60 receives Royal Assent.
- Required content for a Local Service Policy includes:
 - Works or classes of works related to development that are intended to be required as a Local Service.
- Optional content for a Local Service Policy includes:
 - Works or classes of works that are not intended to be required as a Local Service.
 - Works or classes of works that are partially required as a Local Service.
- The municipality shall give a copy of the Local Service Policy to the Minister of Municipal Affairs and Housing upon request, by the date requested.
- The Local Service Policy must be reviewed, requiring a resolution of Council declaring if a revision is needed. The resolution shall be passed at the time of passing any D.C. by-law or when a revision to the policy is required.

Note, there appears to be an error in the newly proposed subsection 59 (2.5). This subsection refers to subsection 2.8; however, that subsection refers to sending a copy of the Local Service Policy to the Minister of Municipal Affairs and Housing. It appears the appropriate reference should be subsection 2.7.

Potential Impacts

At Watson & Associates Economists Ltd. (Watson), it is our current practice to include Local Service Policies as part of D.C. background studies. This provides transparency to stakeholders and the municipality by delineating between local service capital costs and D.C.-eligible capital costs. The proposed changes regarding the required and optional content appear to be generally in line with Watson's current practice. Some municipalities, however, currently include wording in their Local Service Policies that provides flexibility for the municipality's interpretation of what costs can be deemed local service. The proposed changes aim to provide clarity on which costs would be deemed local service; therefore, municipalities may consider updating their current Local Service Policies to ensure removal of the "flexible" language. Furthermore, municipalities may require more frequent updates to their Local Service Policies as items are raised through the development approvals process that may not be appropriately captured in the Local Service Policy.

The proposed subsection 59 (2.2) requires that a Local Service Policy cover the services set out in subsection 2 (4) of the D.C.A. that are included in a D.C. by-law. Land acquisition is a service as defined in this section, as it is proposed to be a sub-service of capital costs for eligible services. As such, it would appear that land is required to be addressed in the Local Service Policy.

Proposed subsection 59 (2.6) appears to clarify that if a municipality does not impose a D.C. for a particular service, there is no requirement to have that service set out in the



Local Service Policy. This would also appear to apply to municipalities without D.C. by-laws.

Municipalities will need to ensure that all D.C. background study processes include a Local Service Policy and that the policy be expressly approved in the resolution of Council when the D.C. background study and by-law are adopted. This would appear to apply to all D.C. background study processes, including those prepared for by-law amendments and streamlined amendments to by-laws that do not require a background study under subsection 19 (1.1).

Given there is a transitional deadline of 18 months after this legislation takes effect, municipalities with existing D.C. by-laws that do not have Local Service Policies should consider reviewing and approving a Local Service Policy.

Note, if a municipality determines that there is no service in their D.C. by-law for which they will impose local service requirements, it does not appear that the municipality would be required to prepare a Local Service Policy.

1.1.4 Requirement to Provide Documents to the Minister

Proposed Changes

Currently, there is no requirement to provide the D.C. background study or by-law to the Minister of Municipal Affairs and Housing. The proposed changes to section 10 and section 13 of the D.C.A. would require municipalities to provide copies of the documents to the Minister upon request, by the date requested.

In addition, there is currently no requirement to provide the Local Service Policy to the Minister of Municipal Affairs and Housing. A proposed new subsection 59 (2.8) will require a copy of the Local Service Policy to be provided to the Minister upon request, by the date requested.

Potential Impacts

There does not appear to be any impact to municipalities, as the D.C. background study is already required to be posted on the municipality's website, and copies of the by-law and Local Service Policy are typically included within the D.C. background studies.

1.2 Proposed Changes to Ontario Regulation 82/98

In addition to the proposed changes to the D.C.A., the Province has proposed regulatory changes to Ontario Regulation 82/98. These changes are with respect to the following matters:

1. Merging of credits for water supply services and wastewater services;



2. Making Benefit to Existing allocations more transparent in D.C. background studies;
3. Detailing land acquisition costs in D.C. background studies; and
4. Making information in financial statements relating to D.C.s more transparent and easily accessible.

These changes are discussed in more detail below. Note that the draft regulation has not yet been released. Our preliminary comments are based on the summary of the proposed changes provided on the Provincial Regulatory Registry website.

1.2.1 Merging of Credits

Watson has previously provided commentary on the merging of credits.^[1] Our commentary included the following potential impacts:

Removal of municipal discretion

Currently, municipalities have the ability to agree to apply credits to other services within a D.C. by-law. In many cases, the municipality will undertake a cashflow analysis of their D.C. reserve funds to determine if this is feasible. This proposed change appears to remove a municipality's discretion to combine services by agreement in certain instances.

Cashflow implications for municipalities

Combining services for the purposes of credits would have cashflow implications for municipalities, where funds held in a D.C. reserve fund for a service not included under the section 38 agreement would be reduced. This could delay the timing of capital projects for these impacted services and/or increase financing costs, as municipalities tend to confine funding for projects to the reserve funds available for that service and not borrow between reserve funds/services.

Proposed Changes

This proposed change aims to merge water supply services and wastewater services for the purposes of credits. As provided in subsection 2 (4) of the D.C.A., the D.C.-eligible services of water supply and wastewater include distribution and treatment, and sewers and treatment, respectively.

^[1] Watson & Associates Economists Ltd. June 4, 2025 letter to the Ministry of Municipal Affairs and Housing: <https://www.watsonecon.ca/insights/opinions/bill-17-comments-for-regulatory-registry.pdf>



Potential Impacts

The proposal is of concern as some municipalities have invested significant amounts into their water and wastewater systems. To elaborate on why this is a concern, in certain circumstances, municipalities have separated their water and wastewater D.C.s into the following categories:

- Water supply and storage;
- Water distribution;
- Wastewater treatment; and
- Wastewater collection.

Where significant investments in water supply and storage or wastewater treatment have been made, separating the D.C.s into the categories above may assist in ensuring D.C. cashflows are available to pay existing debt payments. The proposal to combine water supply and wastewater services would entitle a developer to receive D.C. credits against both services if D.C.-eligible capital costs/works have been provided directly for either service. This would negatively impact cashflows for the service not directly provided by the developer.

1.2.2 Transparency of Benefit to Existing Calculations

Proposed Changes

The proposed regulatory changes would require municipalities to provide greater details with respect to how capital costs are determined and how the growth-related and non-growth-related shares of the costs are determined. The proposed wording appears to require this for each service, rather than on a project-by-project basis.

Potential Impacts

It is positive that the Province has not established a required methodology, as there is no standardized approach across all municipalities (although there are best practices that are generally followed).

Providing further details in the background study will enhance transparency for stakeholders. While this will require additional effort in the preparation of the D.C background study, it should reduce the effort required by municipal staff to address stakeholder questions related to the determination of capital and benefit to existing deductions once the background study is released. Although the proposal suggests that the D.C. background study will require the methodology to be provided by service, there may be situations where a project-by-project determination is required.



1.2.3 Details of Land Acquisition

Proposed Changes

It is proposed that land acquisition capital needs shall be treated as a class of service. As such, section 8 of Ontario Regulation 82/98 will be amended to require land acquisition costs to be included in the D.C. background presentation of:

- The total of the estimated capital costs relating to the service;
- The allocation of the total of the estimated costs between costs that would benefit new development and costs that would benefit existing development;
- The total of the estimated capital costs relating to the service that will be incurred during the term of the proposed D.C. by-law;
- The allocation of the costs incurred during the term of the proposed by-law between costs that would benefit new development and costs that would benefit existing development; and
- The estimated and actual value of credits that are being carried forward relating to the service.

Potential Impacts

See the comments above with respect to the inclusion of land acquisition as a class of service.

1.2.4 Information Accessibility

Proposed Changes

The proposed changes increase reporting requirements for the Annual Treasurer's Statements to include:

- The amount from each reserve fund that was committed to a project, but had not been spent, as of the end of the year;
- The amount of debt that had been issued for a project as of the end of the year; and
- The location in the D.C. background study where the project's capital costs were estimated.

This would not apply in circumstances where a municipality uses a unique identifier in both background studies and Treasurer's Statements to identify each project.

Potential Impacts

The proposed changes increase transparency for the public and can help demonstrate that D.C. funds are being used as required and to the extent allowable under the D.C.A.



These additional requirements will increase administrative effort by municipal staff. Municipalities may wish to provide unique project identifiers as part of the preparation of their next D.C. background study for ease of aligning projects in the D.C. background study with the projects identified in the Annual Treasurer's Statement.

2. Concluding Remarks

The proposed changes to the D.C.A. and Ontario Regulation 82/98 are generally positive as they provide additional transparency of the D.C. calculations and how D.C.s are used by municipalities. The changes with respect to including land acquisition as a class of service appear to have a minor impact on municipalities where land values are minimal, with a greater impact on the Level of Service calculations for larger urban municipalities. The requirement for a Local Service Policy and its contents are generally in line with Watson's current approach; however, updates may be required to existing Local Service Policies to provide more detail on which costs would be local service and which costs would be recovered through D.C.s. Watson continues to have concerns regarding the merging of services for the purposes of credits, as this may impact municipalities that have invested in water supply and/or wastewater treatment costs.

We will continue to monitor any changes and inform you of the potential impacts on municipalities.

Should you have any questions, please contact any of the undersigned or send an email to info@watsonecon.ca.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Andrew Grunda, MBA, CPA, CMA, CEO

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

Sean-Michael Stephen, MBA, Managing Partner

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

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**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

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

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

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Toronto (Ontario) M7A 2J3
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234-2025-4923

October 30, 2025

Dear Head of Council:

I am writing to update you on amendments to the *Development Charges Act, 1997* (DCA) that were made by Bill 17, the *Protect Ontario by Building Faster and Smarter Act, 2025*, and corresponding changes to Ontario's Building Code.

As you recall, our government introduced Bill 17 to help speed up the construction of new homes and infrastructure by streamlining development processes and reducing costs, in partnership with municipalities. Among the changes, the Bill:

- Amended the DCA to provide for payment of development charges (DCs) for non-rental residential developments to be made in full at the earlier of the date an occupancy permit is issued and the date a development is first occupied. This deferral would encourage residential construction activity by enhancing a developer's cashflow flexibility.
- Removed authority for municipalities to charge interest on any legislated DC deferral amounts, except to the extent such interest has accrued prior to these changes coming into force.

The amendments noted above require a commencement order to come into force. Following consultations with municipal and industry experts, the government has issued a commencement order to bring these changes into force on November 3, 2025.

To support the implementation of deferred development charges, I will be amending the Building Code to require that all non-rental residential buildings subject to a deferred development charge will now require an occupancy permit, which can only be issued once these deferred development charges have been paid. These targeted changes will establish a clear, enforceable payment trigger for municipalities while leaving all life-safety requirements for occupancy unchanged. These Building Code amendments will take effect alongside the DCA amendments on November 3, 2025. Municipalities without development charges, and requirements for other buildings, are unaffected.

... /2

I look forward to continuing to work together to get shovels in the ground to build more homes that Ontarians can afford. Please accept my best wishes.

Sincerely,



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

- c. Municipal Chief Administrative Officer
 Robert Dodd, Chief of Staff
 Martha Greenberg, Deputy Minister
 Caspar Hall, Assistant Deputy Minister, Local Government Division
 David McLean, Assistant Deputy Minister, Housing Policy and Planning Division

The Corporation of The Township of Stone Mills

4504 County Road 4, Centreville, Ontario K0K 1N0
Tel. (613) 378-2475 Fax. (613) 378-0033
Website: www.stonemills.com



October 22, 2025

Sent Via Email Only

Re: Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation

Please be advised that during the regular Council meeting of September 15, 2025, Township of Stone Mills Council passed the following motion,

Resolution 19-695-2025

Whereas the Emerald Ash Borer (EAB) infestation has resulted in a substantial increase in dead ash trees throughout Ontario, resulting in extensive ecological, economic, and public safety challenges;

And Whereas dead ash trees contribute to potential hazards, including falling limbs, compromised power lines, and blocked transportation routes, posing significant threats to public safety;

And Whereas removing and replacing dead ash trees is a costly undertaking that imposes financial burdens on municipalities, private organizations, and individual property owners;

Therefore, Be It Resolved That the Council of the Township of Stone Mills formally requests that the Provincial and Federal governments establish a dedicated fund to assist municipal governments, private organizations, and property owners in effectively managing the removal and replanting of trees, thereby addressing the aftermath of the EAB infestation.

Be It Further Resolved That funding support should encompass:

1. Grants for municipalities to fund community-wide removal and replanting initiatives.
2. Financial assistance for private organizations engaged in environmentally restorative work.
3. Subsidies for individual property owners to safely remove and replace dead ash trees.

And Be It Further Resolved That this request be forwarded to relevant Provincial and Federal ministries and agencies involved in environmental management, forestry, and public safety.

Be It Finally Resolved That a supporting letter be drafted and disseminated to other municipalities across Ontario to encourage regional advocacy and collaboration in addressing this ecological challenge.

Moved By Councillor Fenwick
Seconded By Deputy Woodcock
Carried

If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

B Teeple

Brandi Teeple
Township Clerk
Township of Stone Mills
4504 County Road 4
Centreville, ON, K0K 1N0
Phone: 613 378-2475 ext. 225
Email: bteeple@stonemills.com

cc. Mark Carney, Prime Minister of Canada
Doug Ford, Premier of Ontario
Mike Harris, Minister of Natural Resources
Todd McCarthy, Minister of the Environment, Conservation and Parks
Rob Flack, Minister of Municipal Affairs and Housing
Julie Dabrusin, Minister of Environment and Climate Change
Marjorie Michel, Minister of Health
Ric Bresee, MPP Hastings-Lennox & Addington-Tyendinaga
Shelby Kramp-Neuman, MP Hastings-Lennox & Addington-Tyendinaga
Quinte Conservation
Canadian Food Inspection Agency
The Association of Municipalities of Ontario
All Ontario Municipalities



October 24, 2025

The Honorable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto ON M7A 1A1

Sent by Email

Dear: Honorable Doug Ford,

RE: Municipality of Tweed – Collaborative Action on Sustainable Waste Management in Ontario.

The Council of the Corporation of Tay Valley Township at its meeting held on October 21st, 2025 adopted the following resolution:

RESOLUTION #C-2025-10-22

MOVED BY: Fred Dobbie
SECONDED BY: Marilyn Thomas

“WHEREAS, the Council of the Corporation of Tay Valley Township Support the Municipality of Tweed’s resolution regarding waste incineration and a more Robust Recycling Program;

AND WHEREAS, It is incumbent upon the members of council, MPP's and MPs to make the decisions that will result in the most positive outcomes for now and future generations;

AND WHEREAS, with large urban centres now looking in rural areas of our province and entire country for lands to bury their garbage waste;

AND WHEREAS, a large landfill site owned by a large urban centre which receives 50% of their garbage at the present time is expected to be full by 2029 creating more environmental impacts;

AND WHEREAS, continuing to bury garbage in the ground will result in our future generations having lost potable groundwater as a result of garbage leachate rendering it unusable;

AND WHEREAS, burying garbage, particularly organic waste in landfills, leads to the production of methane a greenhouse gas, which escapes into the atmosphere and contributes to climate change causing more environmental destruction;

AND WHEREAS, we continue to destroy our environment jeopardizing our future generations;

AND WHEREAS, we have worldwide technology that will allow us the use of clean incineration and also produce much needed electric energy;

AND WHEREAS, the incineration of household and other municipal waste has a long tradition in Germany, which currently has 156 municipal thermal waste incineration facilities with an aggregate annual capacity of around 25 million tons;

AND WHEREAS, with a strong focus on community involvement, innovative infrastructure, and sustainable practices, Germany has set a high bar for municipal recycling programs that the rest of the world can learn from and emulate;

AND WHEREAS, at the present time, Germany recycles 66.1% of its garbage waste at a municipal level. This places the country as the most effective and prominent country when it comes to recycling in the entire world. This highlights the citizen's strength and motivation to deal with environmental issues on a daily basis;

AND WHEREAS, German schools often integrate recycling education into their curriculum. This early exposure to the importance of recycling instills a sense of responsibility in the younger generation, creating a culture of sustainability that transcends generations;

BE IT RESOLVED THAT, the Council of Tay Valley Township support the Municipality of Tweed in investigating the possibility of working together with Ontario Municipalities, Provincial and Federal Governments and manufacturing partners to form a working group to ensure that waste disposal issues can be resolved quickly, efficiently and effectively with the use of incineration, more robust recycling programs and sustainable practices, so that future generations will not suffer from our environmental mismanagement;

AND THAT, this support be sent to Premier Ford, Marit Stiles, Leader of the Official Opposition Party, and all Ontario Municipalities."

ADOPTED

If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or deputyclerk@tayvalleytwp.ca

Sincerely,



Aaron Watt, Deputy Clerk

cc: Marit Stiles, Leader of the Official Opposition Party,
All Municipalities in Ontario

October 17, 2025

Sent by email

See Distribution List on page 6

Re: Provincial Decision on Automated Speed Enforcement (ASE)

The following recommendation of the Committee of Council Meeting of October 1, 2025 was approved by Council on October 15, 2025, pursuant to Council Resolution C230-2025:

CW303-2025

Whereas the Province of Ontario filed enabling regulations in December 2019, to prescribe the locations, fines, and signage for municipalities to utilize Automated Speed Enforcement Cameras (ASE) as a tool to address speeding and improve public safety; and,

Whereas the Province's ASE legislative framework, together with provincial encouragement in 2019, has led municipalities such as Brampton - where auto-insurance rates remain among the highest in Ontario - to implement ASE technology to improve safety, reduce speeding, and prevent serious collisions and fatalities; and,

Whereas the Provincial government, through the Ministry of Transportation, is responsible for the legislation, regulations and program standards governing municipal ASE programs; and,

Whereas some cities have implemented ASE incorrectly, Brampton is part of the vast majority of municipalities who have implemented best practices endorsed by the Ministry of Transportation and the Ontario Traffic Council - including speed thresholds - that prioritize public safety, resulting in safer roads; and,

Whereas consistent with local, regional, national and international research by third parties including Sick Kids & Toronto Metropolitan University, the Canadian Automobile Association, the Ontario Association of Chiefs of Police, the Traffic Injury Research Foundation, and the Ontario Traffic Council; the City of Brampton's ASE program has resulted in significant reductions in speed, increased speed compliance in Community Safety and School Zones, and changes in driver behaviour as outlined in the September 10, 2025 Council report titled "Automated Speed Enforcement – Traffic Safety Update";

Whereas the average recorded speed for ticket issued is 15.7 km/h over the posted limit, demonstrating that Brampton's existing threshold is both reasonable and aligned with best practices; and

Whereas between twenty and thirty percent of ASE ticket revenue is collected by the Province of Ontario.

Whereas Brampton is working to improve road safety and uphold its commitment to Vision Zero, through its ASE program and complementary traffic-calming measures such as speedbumps/humps, roundabouts, road diets, and improved signage, in order to reduce speeds, prevent collisions, and promote lawful driving behaviour.

Whereas the City of Brampton has already implemented a significant number of speedbumps, likely the most in the province with 834 locations and anticipates installing an additional 33 individual locations this year, but because speedbumps cannot be deployed in all areas around schools, a comprehensive approach to traffic calming, including Automated Speed Enforcement, has proven effective in reducing vehicle speeds, changing driver behaviour, preventing fatal collisions, and enhancing public safety;

Whereas polling in Brampton demonstrates strong and consistent public support for ASE as a tool to reduce speeding, including: Mainstreet Research (Early September 2025) showing 65% overall support, and the City-led Telephone Townhall poll (July 2025) showing 86% of participants support for speed cameras near schools and parks to help curb speeding; and

Whereas despite clear evidence and proven results from cities like Brampton, municipalities were caught off guard by the Premier's sudden announcement to cancel ASE programs across the province, made without adequate notice and consultation;

Whereas a preliminary estimate of private sector investment by companies delivering ASE solutions indicates the creation of 62 jobs and \$14 million dollars of investment in the province; and

Whereas the Premier believes some municipalities have misused ASE; but that is no reason to shut down municipal ASE programs that have proven successful at changing driver behaviour and improving public safety; and

Whereas the Premier's concerns regarding ASE can be addressed through amendments to provincial legislation, regulations and program standards that enable municipalities to consistently utilize ASE, without an outright ban on the technology; and,

Whereas Brampton's ASE program is considered best-practice and rather than banning, the Premier should meet with Mayor Patrick Brown and other municipal leaders to develop improved provincial legislation, regulations and program standards related to the ASE program; and,

Whereas it is reckless to abandon what works, and essential to maintain a program that preserves public safety, and, especially, at a very minimum, safety in school locations; and,

Whereas should the ASE program be cancelled, the considerable municipal investments to implement this provincially shaped program must be reimbursed, and additional funding must be provided to implement alternate, although not necessarily as effective, traffic calming measures.

Therefore be it resolved:

1. That Brampton City Council formally opposes the Province's decision to abruptly cancel ASE, a public safety tool enabled through provincial regulations in December 2019; and,
2. That a letter from Council be sent to the Premier, the Minister of Transportation, and local MPPs outlining Brampton's position, calling for the continuation of ASE, and Brampton Council request that the Premier meet with Mayor Patrick Brown, and other municipal leaders to negotiate consistent implementation across municipalities that utilizes best practices to uphold the public safety benefits of ASE; and,
3. That the City of Brampton immediately implement the following ASE program enhancements to accommodate concerns and maintain the technology as an effective public safety tool:
 - a. Limit the use of ASE cameras to school locations
 - b. Maintain the existing threshold and implement variable threshold speeds:
 - Maintain existing speed threshold during peak hours around schools
 - Implement a higher speed threshold for non-peak hours to enforce excessive speeding & stunt driving
 - c. Develop and implement a process to limit the number of tickets that can be issued to a single license plate within a defined period of time, excluding excessive speeding or stunt driving
 - d. Prohibit the operation of an ASE camera for six months following a speed limit change
 - e. Require that surplus ASE revenues be reinvested in road safety-related infrastructure, initiatives, and education
 - f. Require that staff report annually to Council, through the budget process, on the allocation and use of surplus ASE revenues
 - g. Require that staff report annually to Council on outcomes of the ASE program (e.g., number of tickets, speed reductions, speed limit compliance, collisions, injuries/fatalities, etc.); and,

4. That the City of Brampton request the Provincial government to amend their legislation, regulations and program standards governing ASE as follows:
 - a. Restrict the use of ASE to School locations
 - b. Use of ASE in areas that do not contain schools must be approved by the Minister of Transportation, supported by data clearly demonstrating the need and a description of why alternative traffic calming measures are not suitable for the location.
 - c. Eliminate provincial fees and charges from ASE tickets, including:
 - MTO fee, currently \$8.25 per ticket, for providing registered license plate owner information
 - Victim surcharge fee ranging from \$10 to \$125 - or 25% of the fine for speeding offences greater than \$1,000
 - d. Develop a revised fee schedule for ASE tickets that reduces the cost for lower speed infractions while maintaining higher penalties for excessive speeding and stunt driving
 - e. Extend voluntary electronic notification (SMS and/or email) to license plate holders to reduce the notification period for ASE offences, similar to license plate renewal notifications
 - f. Develop new signage to include language indicating that the location is speed camera enforced
 - g. Develop more visible ASE signage that includes the speed limit
 - h. Require municipalities to reinvest surplus ASE revenue into road safety-related infrastructure, initiatives and education
 - i. Require greater transparency from municipalities by implementing the following reporting requirements:
 - Report annually to municipal Council on how surplus ASE funds are spent.
 - Require annual public reporting of program outcomes (e.g., number of tickets, speed reductions, speed limit compliance, collisions, injuries/fatalities, etc.).

- j. Establish program standards across all municipalities for key program elements - like speed thresholds - through a process led by the Ministry of Transportation and in consultation with municipalities to ensure consistency and transparency for all municipalities in Ontario.
 - k. That the Ministry of Transportation provide greater oversight and enforcement of Municipal ASE programs through regular audits; and
- 5. That, should the provincial government proceed with banning the use of ASE despite Brampton's immediate actions to address concerns and requests to work collaboratively with the Province and other municipalities to continue these programs, the Province must reimburse municipalities for all costs incurred to implement ASE program; and,
 - 6. Staff be directed to report back on potential impacts of an ASE ban on Brampton's road safety strategy and financial investments; and,
 - 7. That a copy of this resolution be sent to the Premier of Ontario, the Minister of Transportation, Brampton members of Provincial Parliament, local MPPs across the Region of Peel, all Ontario Municipalities, the Association of Municipalities of Ontario (AMO), the Ontario Association of Chiefs of Police (OACP), and the Ontario Traffic Council; and,
 - 8. That the City develop an advocacy campaign consistent with this motion.

Note: Item **RM 45/2025** has been added to the Referred Matters List for the report requested in clause 6 of the recommendation above, and assigned to Michael Kralt, Director, Automated Enforcement and Court Administration, Legislative Services.

Yours truly,

Sonya Pacheco

Sonya Pacheco
Legislative Coordinator, City Clerk's Office
Tel: 905-874-2178
sonya.pacheco@brampton.ca

(CW – 7.2)

Distribution List

The Honourable Doug Ford
Premier of Ontario and Minister of Intergovernmental Affairs
Premier@ontario.ca

The Honourable Prabmeet Sarkaria
Minister of Transportation
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Regional Municipality of Peel Members of Provincial Parliament (MPP):

The Honourable Charmaine Williams, MPP – Brampton Centre
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The Honourable Prabmeet Singh Sarkaria, MPP - Brampton South
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The Honourable Nina Tangri, MPP – Mississauga – Streetsville
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Ontario Association of Chiefs of Police (OACP)
Contact@oacp.ca

Ontario Traffic Council
traffic@otc.org

Association of Municipalities of Ontario
amo@amo.on.ca;

All Ontario Municipalities

City of Brampton:

Mayor and Members of Council

Marlon Kallideen, Chief Administrative Officer

Laura Johnston, Commissioner, Legislative Services

Peter Pilateris, Commissioner, Public Works and Engineering

Michael Kralt, Director, Automated Enforcement and Court Administration, Legislative Services

Shane Loftus, Director, Road Maintenance, Operations and Fleet, Public Works and Engineering

Christopher Ethier, Director, Intergovernmental Affairs and Advocacy, Office of the CAO

Andrzej Hoffmann, Senior Advisor, Intergovernmental Affairs and Advocacy, Office of the CAO

Genevieve Scharback, City Clerk, Legislative Services

October 28, 2025

SENT VIA EMAIL

The Honourable Doug Ford
Premier's Office
Room 281
Main Legislative Building, Queen's Park
Toronto, ON M7A 1A5

Dear Premier Ford,

Re: East Gwillimbury's Opposition to the *Protect Ontario by Unleashing Our Economy Act, 2025*.

For your information and records, at its meeting of Municipal Council held on October 21, 2025, the Council of the Town of East Gwillimbury enacted as follows:

WHEREAS on April 17, 2025, the Government of Ontario brought forth Bill 5: "Protect Ontario by Unleashing Our Economy", a broad omnibus legislation that introduces sweeping changes to multiple environmental and planning statutes, including the Environmental Assessment Act, Endangered Species Act, Ontario Heritage Act, and others; and

WHEREAS this legislation was passed through the legislature in 49 days, thus limiting opportunities to provide feedback; and

WHEREAS Bill 5 received Royal Assent on June 5, 2025; and

WHEREAS the "Protect Ontario by Unleashing Our Economy" Act, 2025 enables the creation of Special Economic Zones (SEZs), which allow the provincial cabinet to exempt projects from compliance with municipal bylaws, environmental protections, and Indigenous consultation obligations; and

WHEREAS lands under protection through various provisions, such as the Oak Ridges Moraine and the Greenbelt Protected Countryside, constitute 83% of the total EG area, which makes EG relevant in environmental stewardship for the Region and the Province; and

WHEREAS the Oak Ridges Moraine Conservation Plan and the Greenbelt Plan are foundational to protecting the ecological and hydrological integrity of the region, and the provisions in the Protect Ontario by Unleashing Our Economy Act, 2025 directly conflict with the objectives of these plans; and

Town of East Gwillimbury

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www.eastgwillimbury.ca

WHEREAS in alignment with the 2022 – 2024 Strategic Plan, EG Council declared a Climate Emergency in 2023 and approved the EG's Thinking Green Environmental Strategy in 2024, highlighting EG's commitments and efforts to preserve and restore the environment as EG grows; and

WHEREAS the Town of East Gwillimbury achieved 92% of its 2024 housing target, regardless of current environmental provisions, demonstrating that promoting sustainable growth is not only responsible but necessary;

THEREFORE BE IT RESOLVED THAT Council acknowledges the stated goals of economic growth and development in the Protect Ontario by Unleashing Our Economy Act, 2025, but expresses serious concerns with the Act as it interferes with local planning, limits public consultation, is inconsistent with the principles of free, prior and informed consent in consultation processes with Indigenous communities, and weakens protections to heritage and species, and formally opposes the Protect Ontario by Unleashing Our Economy Act, 2025 in its current form; and

THAT Council endorses the position of the Association of Municipalities of Ontario (AMO) in requesting that municipalities be included in the development of any regulatory frameworks related to Special Economic Zones; and

THAT Council directs staff to submit this resolution to:

- *The Honourable Doug Ford, Premier of Ontario*
- *The Honourable Rob Flack, Minister of Municipal Affairs and Housing*
- *The Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks*
- *The Honourable Caroline Mulroney, Minister of Francophone Affairs, President of the Treasury Board, and MPP for York-Simcoe*
- *The Association of Municipalities of Ontario (AMO)*
- *All Ontario municipalities for their awareness and consideration*
- *The Rural Ontario Municipal Association (ROMA)*
- *Donna Big Canoe, Chief of the Chippewas of Georgina Island First Nation*
- *Abram Benedict, Ontario Regional Chief (ORC) for the Chiefs of Ontario;*
and

THAT Council encourages residents to contact their MPPs to express concerns about the impacts of the Protect Ontario by Unleashing Our Economy Act, 2025, on local governance, environmental protection, and Indigenous rights..

If you have any further questions, feel free to contact the undersigned.

Yours truly,



Amanda McNeil, Hon. B.A., M.M.St.
Legislative Coordinator

CC:

The Honourable Rob Flack, Minister of Municipal Affairs and Housing
The Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks
The Honourable Caroline Mulroney, Minister of Francophone Affairs, President of the
Treasury Board, and MPP for York–Simcoe
The Association of Municipalities of Ontario (AMO)
All Ontario municipalities
The Rural Ontario Municipal Association (ROMA)
Donna Big Canoe, Chief of the Chippewas of Georgina Island First Nation
Abram Benedict, Ontario Regional Chief (ORC) for the Chiefs of Ontario

October 30, 2025

Re: Rent Protection for Tenants

At its Council Meeting of October 28, 2025, the Council of the Corporation of the City of Cambridge passed the following Motion:

WHEREAS this council understands that the need for affordable rental housing not only applies to new builds but also to the protection of existing affordable units.

WHEREAS the removal of rent control in 2018 on any new residential rental unit opened the door to excessive year over year rent increases and the resulting anxiety and mental anguish that come with unpredictable rental costs and loss of housing security.

WHEREAS the loss of rent control has caused a high number of people across Ontario to be forced out of their homes due to their inability to afford their rent increases.

AND WHEREAS without protection from excessive and malicious rent increases, many Cambridge renters will also be at risk of being priced out of their own homes.

WHEREAS unlimited rent increases can be used as a tool by landlords acting in bad faith to remove existing tenants in order to replace them with new tenants at increased rates.

WHEREAS providing housing stability, maintaining affordable housing stock, and protecting renters from unfair rent increases is of utmost importance to this council.

AND WHEREAS This council recognizes that landlords are essential to a flourishing and affordable housing system,

AND WHEREAS maintaining Ontario as a location that is attractive to landlords is of utmost importance.

NOW THEREFORE BE IT RESOLVED that:

1. Cambridge City Council request the Province of Ontario provide adequate protection against excessive and malicious rent increases for all rental units occupied for residential purposes while maintaining the ability for landlords to operate a viable and sustainable business, and that the City Clerk for the City of Cambridge send a letter to Honourable Doug Ford Premier of Ontario, MPP Jess Dixon, MPP Brian Riddell, and other municipalities throughout Ontario for their endorsement consideration.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,



Jennifer Shaw
City Clerk

CC: (via email)
Honourable Doug Ford, Premier of Ontario
MPP Jess Dixon
MPP Brian Riddell
Ontario Municipalities



MUNICIPALITY OF
West Elgin

The Corporation of the Municipality of West Elgin

By-Law No. 2025-61

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

Whereas the Council of the Municipality of West Elgin has procured a report under Section 78 of the *Drainage Act, R.S.O. 1990*, as amended, for the improvement of the Mumford Drain; and

Whereas the report dated October 20, 2025, has been authored by J.M. Spriet of Spriet Associates Engineers and Architects and the attached report forms part of this By-Law; and

Whereas the estimated total cost of the drainage work is \$171,000.00; and

Whereas \$0.00 is the estimated amount being assessed to the Municipality of West Elgin; and

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

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

1. That the report dated October 20, 2025 and attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. That the Corporation of the Municipality of West Elgin may borrow on the credit of the Corporation the amount of \$171,000.00, being the amount necessary for the improvement of the drainage works. This project may be debentured.
3. The Corporation may issue debenture(s) for the amount borrowed less the total amount of:
 - a) grants received under Section 85 of the *Drainage Act*;
 - b) monies paid as allowances;
 - c) commuted payments made in respect of lands and roads assessed with the municipality;

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

Read a first and second time and provisionally adopted this 13th day of November, 2025

Provisionally adopted this 13th day of November, 2025.

Richard Leatham, Mayor

Terri Towstiuc, Clerk

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

Richard Leatham, Mayor

Terri Towstiuc, Clerk



MUNICIPALITY OF **West Elgin**

The Corporation of The Municipality of West Elgin

By-Law No. 2025-62

Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on November 13, 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 November 13, 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 14th day of November 2025.

Richard Leatham, Mayor

Terri Towstiuc, Clerk