



The Corporation of the Township of Malahide
COUNCIL AND COMMITTEE OF THE WHOLE MEETING AGENDA
November 7, 2024 – 7:00p.m.

Springfield & Area Community Services Building – Council Chambers
51221 Ron McNeil Line, Springfield & via Zoom

- (A) Call to Order
- (B) Approval of the Agenda
- (C) Disclosure of Pecuniary Interest
- (D) Announcements
- (E) Adoption of Minutes of Previous Meeting(s)
 - Council Meeting Minutes of October 17, 2024
- (F) Public Meetings & Committee of Adjustment
 - Public Meeting - Zoning By-law Amendment Application - D14-Z12-24 - Reymer -49579 John Wise Line
 - Public Meeting - Zoning By-law Amendment Application - D14-Z13-24- Reymer -49718 and 49780 John Wise Line
 - Public Meeting - Zoning By-law Amendment Application – D14-Z11 -24 - Kel-Dar Farms - 53004 Vienna Line
- (G) Delegations
 - Aylmer & Area Chamber of Commerce Harvest Festival Verbal Presentation – Jamie Chapman & Lisa Chipchase
- (H) Approval of Business (Consent Agenda)

Items listed under Approval of Business will be CONSIDERED in one motion, with the exception of those items identified for separate discussion, be approved and the recommendations therein (see draft resolutions) be adopted:

- Correspondence Item - Springfield Santa Claus Parade Committee – Road Closure Request on December 2, 2024
- Correspondence Item - Ontario's Big City Mayor (OBCM) Caucus – Solve the Crisis Campaign

- Correspondence Item - Western Ontario Wardens Caucus- Support for Blue Box Program Extended Producer Responsibility for Industrial, Commercial and Institutional Sector (Non-Eligible Sources)

(I) Unfinished Business

(J) New Business

- DS-24-46 - Application for Consent to Sever No. E87-24 - John & Claire Burks
- DS-24-47- Application for Consent to Sever No. E89-24 -Weninger Farms Ltd.
- DS-24-54-Application for Consent to Sever No. E78-24 – Lankhuijzen Farms Ltd.
- PW-24-40 – Request to Withdraw Drain Petition – Coelho
- EM-24-01 - Port Bruce Icebreaking Services
- F-24-07 - Emergency Services Quarterly Activity Report (July – September)

(K) By-laws

- 24-63- Integrity Commissioner, Closed Meeting Investigator Appointment By-law
- 24-62 – Reymer Rezoning – 49780 and 49718 John Wise Line
- 24-61 – Reymer Rezoning – 49579 John Wise Line
- 24-60 – Thiessen Rezoning – 53004 Vienna Line

Committee of the Whole

(L) Business for Consideration

- PW-24-41-Commemorative Asset Dedication Policy
- PW-24-38 - Recreation Software

(M) Unfinished Business

(N) New Business

Council Members may bring new items for consideration but items for this section shall be introduced at the Approval of the Agenda

(O) Correspondence

Items listed under Correspondence are RECEIVED for information in one motion. Council members may request that one or more item(s) be separated for further action.

1. AMO Watchfile– October 17th, 24th and 31st
2. OPP - 2025 Annual Billing Statement package
3. Minister of Finance - Ontario Municipal Partnership Fund
4. Elgin Area Primary Water Supply System Agenda – November 4, 2024
5. Catfish Creek Conservation Authority Minutes – May 9, 2024, August 15, 2024 & September 12, 2024
6. Kettle Creek Conservation Authority Minutes – September 18, 2024
7. Kettle Creek Conservation Authority - Conservation Areas Strategy – Consultation Period
8. Aylmer Malahide Museum & Archives– November-December Newsletter
9. SCOR Regional Update – October 2024

10. Town of Aylmer – Zoning By-law Amendment – Housekeeping Update
11. Town of Tillsonburg - Continued Funding Support - Southwest Community Transit
12. TVDSB - Education Development Charges Update
13. Town of Petawawa – OPP 2025 Costs
14. Town of Bracebridge - AMCTO Recommendations for Updates to Municipal Elections Act

Committee of the Whole Adjourns

- (P) Closed Session
- (Q) Confirmatory By-law
- (R) Adjournment

PLEASE NOTE that the draft resolutions provided below DO NOT represent decisions already made by the Council. They are simply intended for the convenience of the Council to expedite the transaction of Council business. Members of Council will choose whether or not to move the proposed draft motions and the Council may also choose to amend or defeat them during the course of the Council meeting.

1. THAT the November 7, 2024 Regular Council Meeting Agenda be approved as presented.
2. THAT the minutes of the regular council meeting of Council held on October 17, 2024 be adopted.
3. THAT the Public Meeting relating to the Zoning By-Law Amendment D14-Z12-24 of Bill and Marie Reymer be called to order at ___p.m.
4. THAT Report No. DS-24-52 entitled "Zoning By-Law Amendment Application of Bill and Ann Marie Reymer (Authorized Agent: Civic Planning Solutions Inc. c/o David Roe)" be received;

AND THAT the Zoning By-law Amendment Application No. D14-Z12-24 of Bill and Marie Reymer (Authorized Agent: Civic Planning Solutions Inc. c/o David Roe), relating to the property located at CON 4 N PT LOTS 11,12, Township of Malahide (49579 John Wise Line), be supported for the reasons set out in this Report.

5. THAT the Public Meeting relating to the Zoning By-Law Amendment D14-Z12-24 of Bill and Marie Reymer be adjourned at ___p.m.
6. THAT the Public Meeting relating to the Zoning By-Law Amendment D14-Z13-24 of Bill and Marie Reymer be called to order at ___p.m.
7. THAT Report No. DS-24-53 entitled "Zoning By-Law Amendment Application of Bill & Marie Reymer" relating to the property located at CON 5 PT LOT 13 RP;11R9058 PART 1 and CON 5 S PT LOT 13, Township of Malahide" be received;

AND THAT the Zoning By-law Amendment No. D14-Z13-24 of Bill and Marie Reymer (Authorized Agent: Civic Planning Solutions Inc.) relating to the property located at CON 5 PT LOT 13 RP;11R9058 PART 1 and CON 5 S PT LOT 13, Township of Malahide, and known municipally as 49780 and 49718 John Wise Line, BE APPROVED for the reasons set out in this Report.

8. THAT the Public Meeting relating to the Zoning By-Law Amendment D14-Z13-24 of Bill and Marie Reymer be adjourned at ___p.m.
9. THAT the Public Meeting relating to the Zoning By-Law Amendment D14-Z11-24 of David Thiessen & Elizabeth Thiessen be called to order at ___p.m.
10. THAT Report No. DS-24-51 entitled "Zoning By-Law Amendment Application of David Thiessen & Elizabeth Thiessen" relating to the property located at Lot 34, Concession 3, (53004 Vienna Line)" be received;

AND THAT the Zoning By-law Amendment Application No. D14-Z11-24 of David Thiessen & Elizabeth Thiessen, relating to the property located at CON 3 S LOT 34, and known municipally as 53004 Vienna Line, be approved for the reasons set out in this Report.

11. THAT the Public Meeting relating to the Zoning By-Law Amendment D14-Z11-24 of David Thiessen & Elizabeth Thiessen be adjourned at ___p.m.
12. THAT the presentation from members of the Aylmer & Area Chamber of Commerce regarding the Harvest Festival be received.
13. THAT all items listed under Approval of Business from the October 17, 2024 Council Agenda, with the exception of those items identified for separate discussion, be approved and the recommendations therein be adopted:
 - a. Correspondence Item - Springfield Santa Claus Parade Committee – Road Closure Request on December 2, 2024
 - b. Correspondence Item - Ontario’s Big City Mayor (OBCM) Caucus – Solve the Crisis Campaign
 - c. Correspondence Item - Western Ontario Wardens Caucus- Support for Blue Box Program Extended Producer Responsibility for Industrial, Commercial and Institutional Sector (Non-Eligible Sources)
14. THAT Report No. DS-24-46 entitled “Application for Consent to Sever No. E87-24 of John & Claire Burks” be received;
AND THAT the Application for Consent to Sever of John and Claire Burks on behalf of Donald Laverne Ferguson, relating to the property located at Concession 9, Part Lot 9, Part 4,5,6, (Geographic Concession Gore STR), and known municipally as 50275 Wilson Line, be supported for the reasons set out in this Report;
AND THAT this report and the recommended conditions be forwarded to the Land Division Committee for its review and consideration.
15. THAT Report No. D10-E89-24 entitled “Application for Consent to Sever No. D10-E89-24 of Weninger Farms Ltd.” be received;
AND THAT the Application for Consent to Sever of Weninger Farms Ltd., relating to the property located at Concession 2, Part Lot 14, (Concession South of Talbot Road), and known municipally as 49888 Nova Scotia Line, be supported for the reasons set out in this Report;
AND THAT this report and the recommended conditions be forwarded to the Land Division Committee for its review and consideration.
16. THAT Report No. DS-24-54 entitled “Application for Consent to Sever No. D10-E78-24 of Lankhuijzen Farms Ltd.” be received.
17. THAT Report No. PW- 24-40 entitled “Request to Withdraw Drain Petition - Coelho” be received;
AND THAT Council authorize the Clerk to accept the request to withdraw the drainage petition from Tristan Coelho, the original petitioner.
18. THAT Report No. EM-24-01 entitled “Port Bruce Icebreaking Services” be received;
AND THAT Malahide Township, as the benefiting municipality, does hereby accept the quotation submitted by Higgs & Higgs Inc. to provide Ice Breaking Services in Port Bruce from January 1 to March 31, 2025.

19. THAT Report No. F-24-07 entitled “Emergency Services Quarterly Activity Report (July – September)” be received.

20. THAT the following by-laws be now read a first, second and third time and finally passed:

- 24-63- Integrity Commissioner, Closed Meeting Investigator Appointment By-law
- 24-62 – Reymer Rezoning – 49780 and 49718 John Wise Line
- 24-61 – Reymer Rezoning – 49579 John Wise Line
- 24-60 – Thiessen Rezoning – 53004 Vienna Line

21. RESOLVED THAT we do now move into Committee of the Whole.

22. THAT Report No. PW- 24-41 entitled “Commemorative Asset Dedication Policy” be received;
AND THAT Council approve the Commemorative Asset Dedication Policy attached to this report.

AND FURTHER THAT Council direct staff to draft a modified agreement for accepting the donation of the commemorative rock from the Springfield Swans.

23. THAT Report No. PW-24-38 entitled “Recreation Software” be received;

AND THAT Council approves the allocation of funds for the purchase and implementation of a new recreation management software, with a total investment of \$14,000, funded through the Modernization Fund.

24. RESOLVED that Items 1-14 be received and filed.

1. AMO Watchfile– October 17th, 24th and 31st
2. OPP - 2025 Annual Billing Statement package
3. Minister of Finance - Ontario Municipal Partnership Fund
4. Elgin Area Primary Water Supply System Agenda – November 4, 2024
5. Catfish Creek Conservation Authority Minutes – May 9, 2024, August 15, 2024 & September 12, 2024
6. Kettle Creek Conservation Authority Minutes – September 18, 2024
7. Kettle Creek Conservation Authority - Conservation Areas Strategy – Consultation Period
8. Aylmer Malahide Museum & Archives– November-December Newsletter
9. SCOR Regional Update – October 2024
10. Town of Aylmer – Zoning By-law Amendment – Housekeeping Update
11. Town of Tillsonburg - Continued Funding Support - Southwest Community Transit
12. TVDSB - Education Development Charges Update
13. Town of Petawawa – OPP 2025 Costs
14. Town of Bracebridge - AMCTO Recommendations for Updates to Municipal Elections Act

25. RESOLVED THAT we do now move out of Committee of the Whole and reconvene the regular council meeting.

26. THAT By-law No.24-64, being a Confirmatory By-law, be given first, second and third readings, and be properly signed and sealed.

27. RESOLVED THAT we do now adjourn at _____ p.m. to meet again on November 21, 2024 at 7:00p.m.

**The Corporation of the Township of Malahide
October 17, 2024 – 7:00p.m.**

Virtual Meeting - <https://youtu.be/sl7SP6uFk7k?si=BJ2sFs6fLw3P9IkG>

The Malahide Township Council met at the Springfield & Area Community Services Building, at 51221 Ron McNeil Line, Springfield, at 7:00p.m. The following were present:

Council: Mayor D. Giguère, Deputy Mayor M. Widner, Councillor J. Wilson, Councillor S. Lewis, Councillor R. Cerna, and Councillor C. Glinski.

Staff: Chief Administrative Officer N. Dias, Clerk A. Adams, Director of Corporate Services A. Boylan, Director of Public Works J. Godby, Director of Emergency Services J. Spoor, and HR Manager S. Loewen.

Absent: Councillor S. Leitch

CALL TO ORDER:

Mayor Giguère took the Chair and called the meeting to order at 7:00p.m.

APPROVAL OF AGENDA:

No. 24-357

Moved By: Scott Lewis

Seconded By: Rick Cerna

THAT the October 17, 2024 Regular Council Meeting Agenda be approved as presented.

Carried

DISCLOSURE OF PECUNIARY INTEREST and the General Nature thereof:

Deputy Mayor Widner disclosed a pecuniary interest with respect to Council Agenda item K-By-laws–Laidlaw Drain 3rd reading. Court of Revision Laidlaw Drain. The nature of the conflict being that a Partner at Spriet Associates is an immediate relative of his.

ANNOUNCEMENTS:

No items.

ADOPTION OF MINUTES:

No. 24-358

Moved By: Mark Widner

Seconded By: John H. Wilson

THAT the minutes of the regular meeting of Council held on October 3, 2024 be adopted.

Carried

PUBLIC MEETINGS & COMMITTEE OF ADJUSTMENT:

No items.

DELEGATIONS:

- Springfield Swans Presentation – Memorial Park Request

No. 24-359

Moved By: Scott Lewis

Seconded By: Rick Cerna

THAT the presentation from Springfield Swans regarding Memorial Park be received;

AND THAT staff be instructed to prepare a policy proposal and present it to Council at a future meeting.

Carried

- Aylmer-Malahide Museum - Summary of Museum Activities Verbal Presentation

Ron provided an overview of the Aylmer-Malahide Museum grant request for 2025 and items to be considered when the grant committee meets to consider the funding. The grant funding application would state the financial operational costs. The grant would not go into the renovation of the building.

No. 24-360

Moved By: Scott Lewis

Seconded By: Rick Cerna

THAT the presentation from the Aylmer-Malahide Museum –Summary of Museum Activities Verbal Presentation be received.

Carried

APPROVAL OF BUSINESS (CONSENT AGENDA):

No. 24-361

Moved By: John H. Wilson

Seconded By: Rick Cerna

THAT all items listed under Approval of Business from the October 3, 2024 Council Agenda, be approved and the recommendations listed in part a-e therein be adopted:

- a. THAT Report No. FIN-24-26 entitled “2025 Draft Water Budget and Financial Plan” be received;

AND THAT the 2025 Draft Water Budget and water system user rates be approved;

AND THAT the Township’s 2025 to 2030 Water Financial Plan be approved as presented;

AND THAT Municipal staff be authorized to carry out the administrative acts necessary to implement the 2025 Draft Water Budget including the submission of the Township’s 2025-2030 Water Financial Plan to the Ministry of Municipal Affairs and Housing for the Municipal Drinking Water Licensing Program renewal.

- b. THAT Report No. CLERK-24-07 entitled “Integrity Commissioner Closed Meeting Investigator Ombudsman Services Agreement Extension” be received;

AND THAT Council entered into an agreement with Aird & Berlis for a term of two years to provide Integrity Commissioner, Closed Meeting Investigator and Ombudsman Services that expires on December 31, 2024;

AND THAT the Committee of the Whole determines the Ontario Ombudsman services are adequate for the Township of Malahide, and requests Council to remove that scope of work from the Aird & Berlis Agreement;

AND THAT the Committee of the Whole recommends to Council the extension of the agreement with Aird & Berlis for an additional 2.5-year term after the contract expires.

- c. THAT Report No. CLERK-24-08 entitled “2025 Council Meeting Schedule” be received;

AND THAT the Committee of the Whole recommend to Council the attached Council Meeting Schedule for the 2025 calendar year.

- d. Correspondence Item - Regional Municipality of Waterloo – Solve the Crisis

- e. Correspondence Item -Town of Tillsonburg – Cellular Coverage Concerns

UNFINISHED BUSINESS:

No items.

NEW BUSINESS:

- DS-24-45 - Applications for Consent to Sever No. E-82-24 & E-83-24 of 2757886 Ontario Inc. (c/o Neil Hiebert)

No. 24-362**Moved By: Mark Widner****Seconded By: Chester Glinski**

THAT Report No. DS-24-45 entitled "Applications for Consent to Sever No. E-82-24 & E-83-24 of 2757886 Ontario Inc. (c/o Neil Hiebert)" be received;

AND THAT the Applications for Consent to Sever of 2757886 Ontario Inc. (c/o Neil Hiebert), relating to the property located at PLAN 71 Lot 36 and PLAN 120 Lot 132, (Concession Gore STR), and known municipally as 11683 Springfield Rd be supported for the reasons set out in this report;

AND THAT this report and the recommended conditions be forwarded to the Land Division Committee for its review and consideration.

Carried

- PW-24-37 - Malahide Water Distribution System – 2024 MECP Inspection

No. 24-363**Moved By: Scott Lewis****Seconded By: Chester Glinski**

THAT Report No. PW-24-37 entitled "Malahide Water Distribution System – 2024 MECP Inspection" be received.

Carried**BY-LAWS:**

Deputy Mayor Widner disclosed a pecuniary interest with respect to Council Agenda item K–Laidlaw Drain 3rd reading. He retired from the meeting and abstained from all discussions and voting on the matter.

No. 24-364**Moved By: Scott Lewis****Seconded By: John H. Wilson**

THAT the following by-law be now read a first, second and third time and finally passed:

- 24-58- Ownership of Alley

AND THAT the following by-law be now read a third and final time:

- 24-38-Laidlaw Drain

Carried

Deputy Mayor Widner returned to his seat at the Council table.

COMMITTEE OF THE WHOLE:

No. 24-365

Moved By: Rick Cerna

Seconded By: John H. Wilson

RESOLVED THAT we do now move into Committee of the Whole.

Carried

Business for Consideration

No items.

Unfinished Business

No items.

New Business

No items.

Correspondence

- Correspondence Items

No. 24-366

Moved By: Rick Cerna

Seconded By: John H. Wilson

RESOLVED that the Committee of the Whole support Items 4, 5 and 6 and the remaining items be filed.

1. AMO Watchfile– October 3, 2024 and October 10, 2024

2. Long Point Region Conservation Authority Minutes – September 4, 2024
3. Long Point Region Conservation Authority Hearing Board Minutes – September 4, 2024
4. Springfield Santa Claus Parade Committee – Road Closure Request on December 2, 2024
5. Ontario's Big City Mayor (OBCM) Caucus – Solve the Crisis Campaign
6. Western Ontario Wardens Caucus- Support for Blue Box Program Extended Producer Responsibility for Industrial, Commercial and Institutional Sector (Non-Eligible Sources)

Carried

No. 24-367

Moved By: Chester Glinski

Seconded By: Scott Lewis

RESOLVED THAT we do now move out of Committee of the Whole and reconvene the regular council meeting.

Carried

CLOSED SESSION:

No. 24-368

Moved By: John H. Wilson

Seconded By: Mark Widner

THAT Council move into Closed Session at 7:46p.m., pursuant to Section 239(2) of the Municipal Act, 2001, as amended, to discuss the following:

- A personal matter about an identifiable individual, including Municipal and Local Board Employees – HR Department Update (Section 239 (2)(c)).
- Education and Training – Customer Service Procedures and Policies Workshop (Section 239 (3)(1)).

Carried

No. 24-369

Moved By: Rick Cerna

Seconded By: Scott Lewis

THAT Council move out of Closed Session and reconvene at 8:45p.m. in order to continue with its deliberations;

AND THAT Council provided staff direction on the following items discussed in closed session;

AND THAT THERE IS NOTHING FURTHER TO REPORT.

Carried
CONFIRMATORY BY-LAW:

No. 24-370
Moved By: Mark Widner
Seconded By: John H. Wilson

THAT By-law No.24-58, being a Confirmatory By-law, be given first, second and third readings, and be properly signed and sealed.

Carried

ADJOURNMENT:

No. 24-371
Moved By: Mark Widner
Seconded By: Rick Cerna

THAT Council adjourn its meeting at 8:45p.m. meet again on November 7, 2024 at 7:00p.m.

Carried

Mayor – D. Giguère

Clerk – A. Adams



REPORT NO. DS-24-52

TO: Mayor & Members of Council
DEPARTMENT: Development Services
MEETING DATE: November 7, 2024
SUBJECT: **Zoning By-Law Amendment Application of Bill & Marie Reymer (Authorized Agent: Civic Planning Solutions) relating to the property located at Concession 4, Lot 12, Concession Gore STR(49579 John Wise Line)**

RECOMMENDATION:

THAT Report No. DS-24-52 entitled “Zoning By-Law Amendment Application of Bill and Ann Marie Reymer (Authorized Agent: Civic Planning Solutions Inc. c/o David Roe)” be received;

AND THAT the Zoning By-law Amendment Application No. D14-Z12-24 of Bill and Marie Reymer (Authorized Agent: Civic Planning Solutions Inc. c/o David Roe), relating to the property located at CON 4 N PT LOTS 11,12, Township of Malahide (49579 John Wise Line), be supported for the reasons set out in this Report.

PURPOSE & BACKGROUND:

The subject Zoning By-law Amendment application (the “Application”) has been submitted by Civic Planning Solutions (c/o David Roe) on behalf of owners Bill & Ann Marie Reymer to implement the necessary zoning provisions required for a surplus farm dwelling severance. Specifically, the proposed severed parcel would be rezoned from “General Agriculture (A1)” to “Small Lot Agriculture (A4-29)” and the proposed retained parcel would be rezoned from “General Agriculture (A1)” to “Special Agriculture (A2)”.

The application relates to the property located at CON 4 N PT LOTS 11,12, Township of Malahide, and known municipally as 49579 John Wise Line.

Notice of the Application has been circulated to agencies and registered property owners as prescribed and regulated by the Planning Act, RSO 1990, and the Malahide Official Plan, including posting notice in two recent issues of the Aylmer Express.

COMMENTS & ANALYSIS:

The subject lands are approximately 38.69 hectares (95.6 acres) in area, have approximately 346 metres (1,135 feet) of frontage along John Wise Line, and contain an existing single detached dwelling, barn, silo, along with an accessory shed and lean-to. The subject lands are bounded by John Wise Line to the North and are surrounded by

agricultural lands in all directions.

The applicants were granted provisional consent approval (application E48-24) on July 24, 2024, to sever a parcel of land containing a surplus farm dwelling with a lot frontage of approximately 95m, a lot depth of approximately 80m and a lot area of approximately 0.77 hectares (1.9 acres). The retained lot has an area of approximately 38 hectares (93.9 acres), a frontage of approximately 248 metres, and is proposed to continue to be used for agricultural uses.

Provincial Planning Statement (PPS) 2024

In Prime Agricultural Areas, the Provincial Planning Statement (PPS) permits one new residential lot to be created as a result of farm consolidation, provided the new lot will be limited to a minimum size needed to accommodate the use and appropriate private services, as well as it is ensured that new residential dwellings are prohibited on any remnant parcel of farmland (Section 4.3.3.1c).

This application would amend the Zoning By-law to rezone the retained farm parcel to "A2" which would prohibit new residential uses from being established.

County of Elgin Official Plan

The subject property is designated "Agriculture Area" on Schedule 'A', Land Use Plan. Lot creation is permitted for lands within this designation for the purposes of severing a residence surplus to a farming operation provided that development of a new residence is prohibited on any retained farmland (Section E1.2.3.4b).

As previously noted, the retained lands are proposed to be rezoned to prohibit a new residence on a farm parcel and the severed lands are proposed to be rezoned to the A4 zone to recognize the parcel as a surplus farm dwelling lot.

Malahide Official Plan

The subject property is designated "Agriculture" and "Natural Gas Reserve" on Schedule 'A1' (Land Use Plan). A portion of the subject lands along the western edge of the property are designated "Hazard Lands" on Schedule 'A2' (Constraints Plan).

The Malahide Official Plan permits secondary uses including surplus farm dwellings on separate lots (Section 2.1.2.2). Section 2.1.7 of the Official Plan permits lot creation for the severance of a surplus farm dwelling provided certain criteria are met, including that both the severed and retained parcel be rezoned (Section 2.1.7). The proposed retained parcel would be rezoned to the A2 Zone to prohibit a new residential dwelling and the proposed severed parcel would be rezoned to the A4 zone, which is applied to surplus farm dwelling lots.

Malahide Zoning By-law No. 18-22

The subject properties are within the 'General Agricultural (A1)' zone, on Key Map 71 & 72 of Schedule "A" to the Township's Zoning By-law No. 22-18.

As previously noted in this report, the PPS and both Official Plans require that the proposed severed and retained parcel be rezoned as a condition of approved consent (E48-24). This application is to rezone the retained farm parcel 'Special Agricultural (A2)' zone to prohibit a residential dwelling. The proposed retained parcel meets the minimum lot area (20 ha) and lot frontage (150 m) requirements of the 'A2' zone.

The proposed severed parcel is proposed to be rezoned to 'Small Lot Agriculture Special (A4-29)'. The 'A4' zone is intended to be applied to lots created as a result of a surplus farm dwelling severance to reflect the primary use of the lot being for residential purposes. The A4 special zone proposed contains provisions to recognize the floor area of the existing accessory building.

FINANCIAL IMPLICATIONS:

The full cost of the application and associated process is at the expense of the Applicant and has no implications to the Township's Operating Budget.

LINK TO STRATEGIC & OPERATIONAL PLANS:

Priorities:	Unlock Responsible Growth
Tangible Results:	Policy Driven Decision Making

CONSULTATION:

No comments have been received from agencies of the public as of the date of submission of this report.

ATTACHMENTS:

1. Report Photo;
2. Application Sketch; and
3. By-law.

Prepared by: E. Steele, MBPC, Consulting Planner for the Township

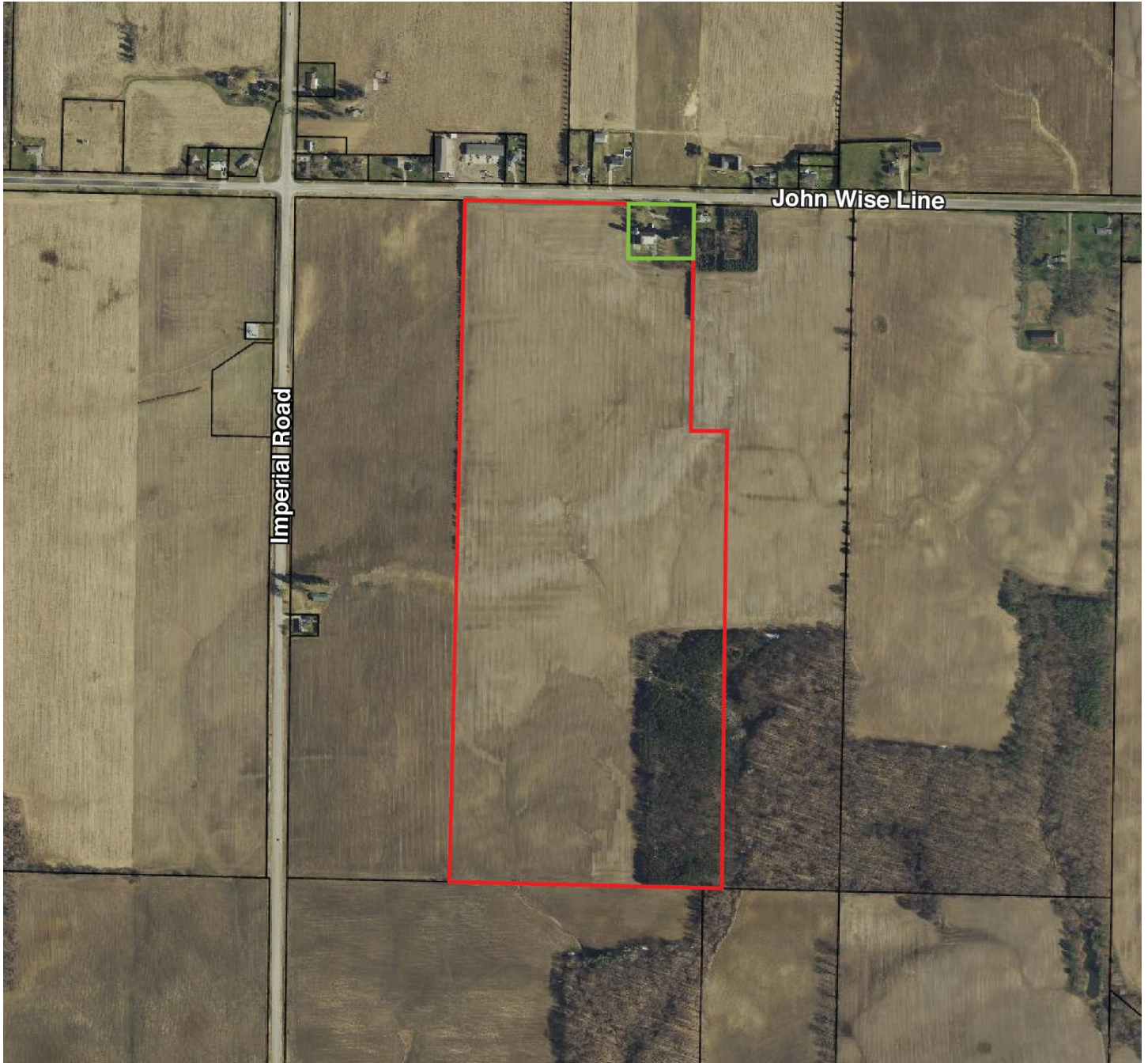
Reviewed by: J. McGuffin, MBPC, VP & Principal Planner

Approved by: N. Dias, Chief Administrative Officer

APPLICATION FOR CONSENT TO SEVER
Owners: Bill and Ann Marie Reymer

49579 John Wise Line
Part Lots 11,12, Concession 4,
Township of Malahide

Township
of Malahide
Figure 1



OFFICIAL PLAN DESIGNATION
AGRICULTURAL

ZONING
General Agricultural (A1)



Lands to be rezoned Special Agriculture (A2)

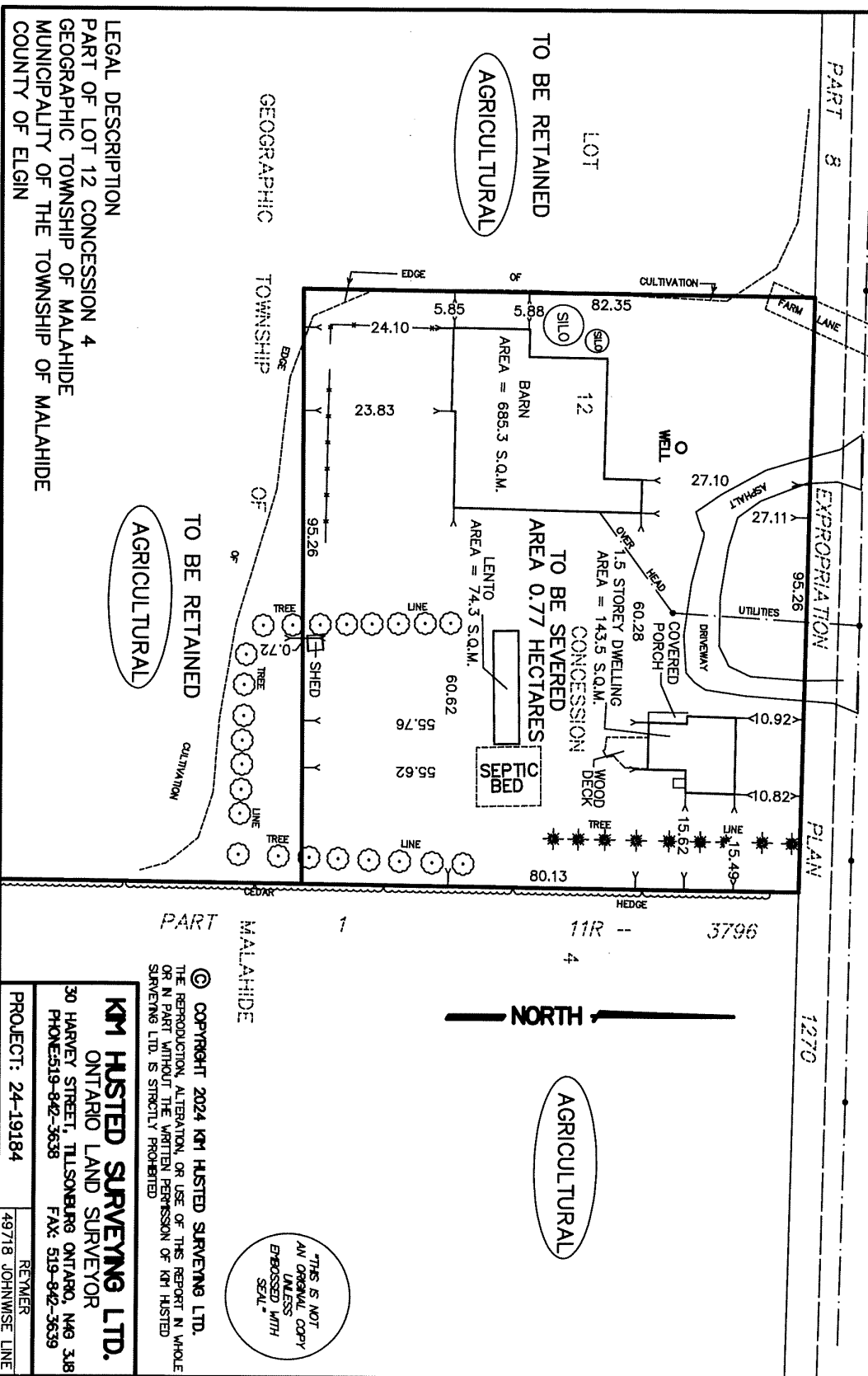


Lands to be rezoned Small Lot Agriculture (A4)

CAUTION
 - THIS IS NOT A PLAN OF SURVEY OR SURVEYORS REPORT AND SHALL NOT BE USED FOR TRANSACTION OR FINANCING PURPOSES

SKETCH FOR PROPOSED SEVERENCE FOR B & M REYMER NOT TO SCALE

JOHN WISE LINE (SEE TOWNSHIP OF MALAHIDE BY-LAW 99-47)
 COUNTY ROAD 45 (30.0M WIDE AS NOTED)
 ROAD ALLOWANCE BETWEEN CONCESSIONS 4 AND 5



LEGAL DESCRIPTION
 PART OF LOT 12 CONCESSION 4
 GEOGRAPHIC TOWNSHIP OF MALAHIDE
 MUNICIPALITY OF THE TOWNSHIP OF MALAHIDE
 COUNTY OF ELGIN

TO BE SEVERED
 CONCESSION
 AREA 0.77 HECTARES

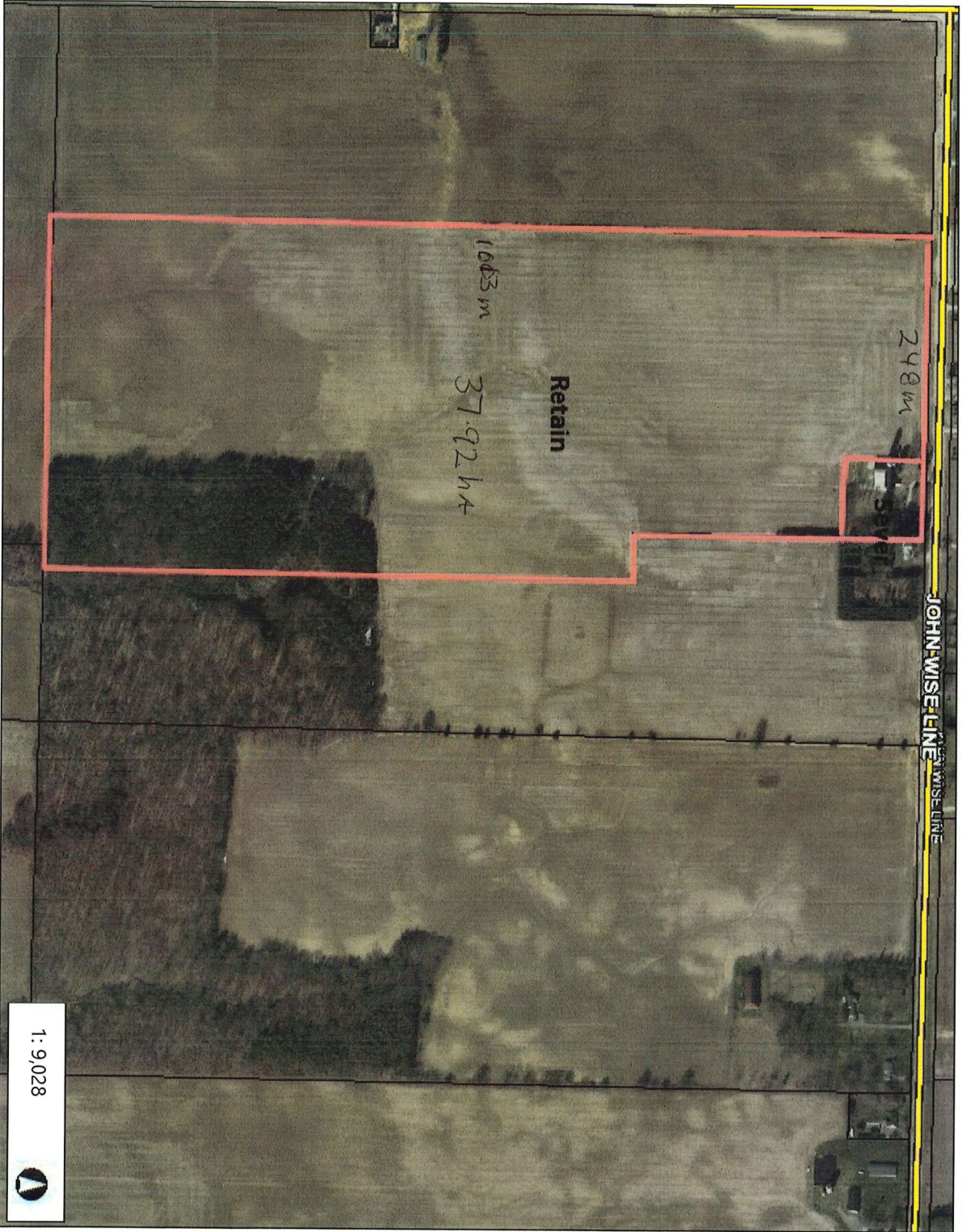
TO BE RETAINED
 AGRICULTURAL

TO BE RETAINED
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 PROJECT: 24-19184 REYMER
 49718 JOHN WISE LINE



1:9,028

WGS_1984_Web_Mercator_Auxiliary_Sphere
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

- Legend**
- Elgin County Parcels
 - Elgin Road Network
 - Elgin Road Network
 - Elgin Road Network
 - Elgin Road Network
 - Local
 - Arterial
 - Highways
 - Boundary
 - World Imagery
 - Low Resolution 15m Imagery
 - High Resolution 60cm Imagery
 - High Resolution 30cm Imagery
 - Citations

**THE CORPORATION OF THE
TOWNSHIP OF MALAHIDE
BY-LAW NO. 24-61**

Being a By-law to amend By-law No. 18-22

**Bill and Marie Reymer/David Roe
49579 John Wise Line**

WHEREAS the Council of The Corporation of the Township of Malahide deems it necessary to pass a By-law to amend By-law No. 18-22, as amended;

AND WHEREAS authority is granted under Section 34 of the Planning Act, as amended, to pass a By-law;

AND WHEREAS this By-law conforms with the Official Plan of the Township of Malahide, as amended;

NOW THEREFORE the Council of The Corporation of the Township of Malahide **HEREBY ENACTS AS FOLLOWS:**

1. **THAT** the area shown in diagonal hatching on the attached map, Schedule "A", and described as Consession 4, Lot 12 (Concession Gore STR), in the Township of Malahide, shall be removed from the "General Agricultural (A1) Zone" of By-law No. 18-22 and placed within the "Special Agricultural (A2) Zone" of By-law No. 18-22 as set forth in this By-law. The zoning of this land shall be shown as "A2" on Key Map 71 & 72 of Schedule "A" to By-law No. 18-22, as amended.
2. **THAT** the area shown in cross hatching on the attached map, Schedule "A", and described as Consession 4, Lot 12 (Concession Gore STR), in the Township of Malahide, shall be removed from the "General Agricultural (A1) Zone" of By-law No. 18-22 and placed within the "Small Lot Agricultural (A4) Zone" of By-law No. 18-22 as set forth in this By-law. The zoning of this land shall be shown as "A4-29" on Key Map 72 of Schedule "A" to By-law No. 18-22, as amended.
3. **THAT** By-law No. 18-22, as amended, is hereby further amended by amending Section 5.7 SMALL LOT AGRICULTURAL (A4) ZONE – 'SITE-SPECIFIC' ZONES, by adding the following new subsection.

"5.7.29 a) Defined Area

A4-29 as shown on Schedule 'A', Map No. 72.

b) Maximum Floor Area of an Accessory Building

Existing Barn

690 m²

4. **THAT** this By-law shall come into force:

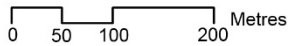
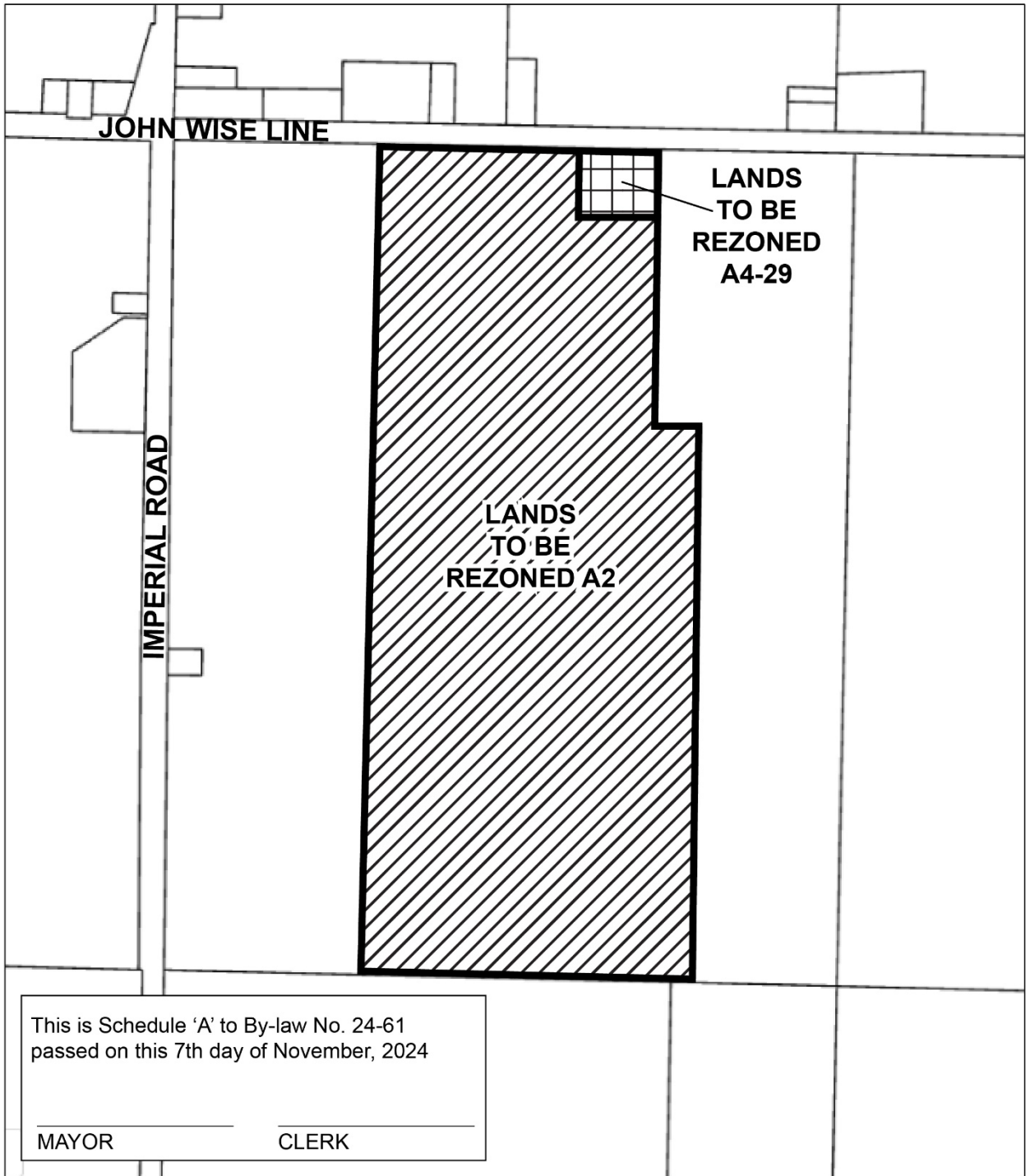
- a) Where no notice of objection has been filed with the Township's Clerk within the time prescribed by the Planning Act and regulations pursuant thereto, upon the expiration of the prescribed time; or,
- b) Where notice of objection has been filed with the Township's Clerk within the time prescribed by the Planning Act and regulations pursuant thereto, upon the approval of the Local Planning Appeal Tribunal.

READ a FIRST and SECOND time this 7th day of November, 2024.

READ a THIRD time and **FINALLY PASSED** this 7th day of November, 2024.

Mayor – D. Giguère

Clerk – A. Adams



Township of Malahide
Comprehensive Zoning-Bylaw No.18-22

SCHEDULE 'A'
Map No. 71 & 72



REPORT NO. DS-24-53

TO: Mayor & Members of Council
DEPARTMENT: Development Services
MEETING DATE: November 7, 2024
SUBJECT: **Zoning By-Law Amendment Application of Bill & Marie Reymer (Authorized Agent: Civic Planning Solutions Inc.) relating to the property located at CON 5 PT LOT 13 RP;11R9058 PART 1 and CON 5 S PT LOT 13, Township of Malahide (49780 and 49718 John Wise Line)**

RECOMMENDATION:

THAT Report No. DS-24-53 entitled “Zoning By-Law Amendment Application of Bill & Marie Reymer” relating to the property located at CON 5 PT LOT 13 RP;11R9058 PART 1 and CON 5 S PT LOT 13, Township of Malahide” be received;

AND THAT the Zoning By-law Amendment No. D14-Z13-24 of Bill and Marie Reymer (Authorized Agent: Civic Planning Solutions Inc.) relating to the property located at CON 5 PT LOT 13 RP;11R9058 PART 1 and CON 5 S PT LOT 13, Township of Malahide, and known municipally as 49780 and 49718 John Wise Line, BE APPROVED for the reasons set out in this Report.

PURPOSE & BACKGROUND:

The subject Zoning By-law Amendment Application (the “Application”) has been submitted by Civic Planning Solutions Inc, on behalf of Bill and Marie Reymer, to modify the zone boundaries of these properties to align with the new property lines created through consent applications E49-24 and E51-24, which facilitated a land swap between the two parcels.

The Application relates to two properties located at CON 5 PT LOT 13 RP;11R9058 PART 1 and 5 S PT LOT 13, and known municipally as 49718 and 49780 John Wise Line, respectively.

Notice of the Application has been circulated to agencies and registered property owners as prescribed and regulated by the Planning Act, RSO 1990, and the Malahide Official Plan, including posting notice in two recent issues of the Aylmer Express.

COMMENTS & ANALYSIS:

The approved consent applications facilitated a land swap between two parcels that are both currently owned by the applicant. This application to amend the Zoning By-law is required to fulfill a condition of the approved applications

The proponent is severing approximately 0.29 hectares (0.72 acres) of land that is currently vacant from 49718 John Wise Line and conveying it to the farm parcel at 49780 John Wise Line while simultaneously severing an area of approximately 0.28 hectares (0.69 acres), which contains an existing unoccupied barn with solar panels, from 49780 John Wise Line and conveying it to 49718 John Wise Line. This land swap results in a minor change in shape and area of the two parcels and has the intent to change the ownership of the barn and solar panels to the residential parcel.

After the provisional approval of the consent applications, 49718 John Wise Line has an area of approximately 0.75 ha (1.85 acres) and a frontage of approximately 129 meters. 49780 John Wise Line has an area of approximately 36.98 ha (91.38 acres) and a frontage of approximately 248 metres.

Provincial Policy Statement (PPS)

Lot adjustments in prime agricultural areas may be permitted for legal or technical reasons (s. 4.3.3.2) with legal or technical reasons being defined as:

“means severances for purposes such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot.”

The proposed Zoning By-law Amendment is to fulfill a condition on a provisionally approved boundary adjustment consent to align the zone boundaries with the new lot lines.

County of Elgin Official Plan

The subject lands are designated “Agriculture Area” on Schedule ‘A’, Land Use Plan, and is identified as having frontage along a “County Minor Arterial” Road on Schedule ‘B’, “Transportation Plan”.

The County Official Plan states that, in agricultural areas, consents may be granted for legal or technical reasons such as minor boundary adjustments that do not result in the creation of a new lot (s. E1.2.3.4).

The proposed zoning by-law amendment is to fulfill a condition on a near one-for-one land swap, with the agricultural farm parcel having a net increase in land of 0.01 hectares. The

only effect of the amendment is to ensure the zoning of each parcel aligns with the new property boundaries.

Malahide Official Plan

The subject properties are designated “Agriculture” with a “Natural Gas Reserve” overlay on Schedule ‘A1’ (Land Use Plan). Consents for minor boundary adjustments are permitted in any designation provided the severed and retained parcels comply with the applicable requirements of the Official Plan and Zoning By-law (s. 8.7.1.7).

The proposed zoning by-law amendment ensures both the severed and retained portions of the provisionally approved consent applications are zoned appropriately.

Malahide Zoning By-law No. 18-22

Currently, 49718 John Wise Line is zoned as “Small Lot Agricultural (A4)”, and 49780 John Wise Line is zoned as “Special Agricultural (A2)” on Key Map 63 of Schedule ‘A’ to the Township’s Zoning By-law No. 18-22.

The proposed Zoning By-law Amendment is required as a condition of a provisional consent approval to adjust the zoning boundaries to match the new parcel fabric. Additionally, since the land the existing accessory structure is located on is being conveyed to the rural residential parcel at 49718 John Wise Line. As a result, the application would also include a special provision to recognize the floor area of 444 m² for the accessory building, where the maximum floor area of an accessory building permitted in the A4 zone is 200 m².

The agricultural parcel (49780 John Wise Line) meets all the required provisions of the A2 zone.

FINANCIAL IMPLICATIONS:

The full cost of the application and associated process is at the expense of the Applicant and has no implications to the Township’s Operating Budget.

LINK TO STRATEGIC & OPERATIONAL PLANS:

Priorities:	Unlock Responsible Growth
Tangible Results:	Policy Driven Decision Making

CONSULTATION:

No comments were received from agencies of the public as of the time of submission of this report.

ATTACHMENTS:

1. Report Photo;
2. Application Sketch; and
3. By-law.

Prepared by: E. Steele, MBPC, Consulting Planner for the Township

Reviewed by: J. McGuffin, MBPC, VP & Principal Planner

Approved by: N. Dias, Chief Administrative Officer

APPLICATION FOR ZONING BY-LAW AMENDMENT

Owners: Bill and Ann Marie Reymer

49718 & 49780 John Wise Line
Part Lot 13, Concession 5,
Township of Malahide

Township
of Malahide
Figure 1



OFFICIAL PLAN DESIGNATION
AGRICULTURAL



Area of 49780 John Wise Line to be rezoned FROM 'Small Lot Agriculture (A4)' to 'Special Agriculture (A2)'

ZONING

Special Agricultural (A2)

Small Lot Agricultural (A4)



Area of 49718 John Wise Line to be rezoned FROM 'Small Lot Agriculture (A4)' TO 'Small Lot Agriculture (A4-30)'



Area of 49718 John Wise Line to be rezoned FROM 'Special Agriculture (A2)' TO 'Small Lot Agriculture (A4-30)'



ELGIN MAPPING

49780 John Wise Line



Legend

- Elgin County Parcels
- Elgin Road Network
- Elgin Road Network
- Elgin Road Network
- Elgin Road Network
- Local
- Arterial
- Highways
- Boundary
- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations

Notes

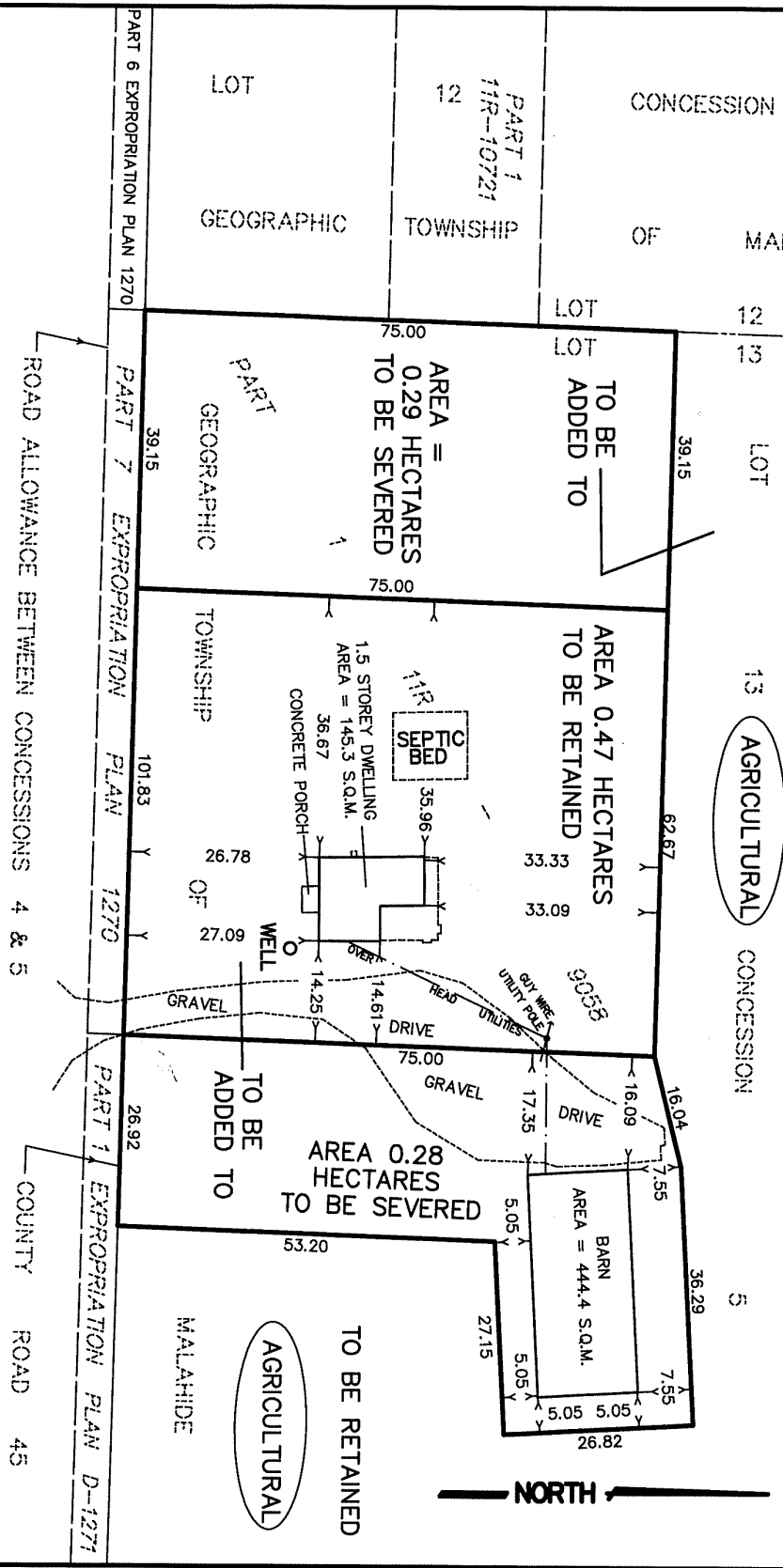
This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

0.5 0 0.23 0.5 Kilometers
WGS, 1984, Web_Mercator, Auxillary, Sphere
© Latitude Geographics Group Ltd.

CAUTION
 - THIS IS NOT A PLAN OF SURVEY OR SURVEYOR'S REPORT AND SHALL NOT BE USED FOR TRANSACTION OR FINANCING PURPOSES

SKETCH FOR PROPOSED SEVERENCE FOR B & M REMYER NOT TO SCALE



LEGAL DESCRIPTION
 PART OF LOT 13 CONCESSION 5
 MUNICIPALITY OF THE TOWNSHIP OF MALAHIDE
 COUNTY OF ELGIN

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KM HUSTED SURVEYING LTD.
 ONTARIO LAND SURVEYOR
 30 HARVEY STREET, TILSONBURG ONTARIO, N4G 3J8
 PHONE: 519-842-3639 FAX: 519-842-3639

PROJECT: 24-19185 REMYER
 49718 JOHNWISE LINE

**THE CORPORATION OF THE
TOWNSHIP OF MALAHIDE
BY-LAW NO. 24-62**

Being a By-law to amend By-law No. 18-22

**Bill and Marie Reymer/David Roe
49780 and 49718 John Wise Line**

WHEREAS the Council of The Corporation of the Township of Malahide deems it necessary to pass a By-law to amend By-law No. 18-22, as amended;

AND WHEREAS authority is granted under Section 34 of the Planning Act, as amended, to pass a By-law;

AND WHEREAS this By-law conforms with the Official Plan of the Township of Malahide, as amended;

NOW THEREFORE the Council of The Corporation of the Township of Malahide **HEREBY ENACTS AS FOLLOWS:**

1. **THAT** the area shown in cross hatching on the attached map, Schedule "A", and described as Concession 5, Lot 13 (Concession Gore STR), in the Township of Malahide, shall be removed from the "Small Lot Agriculture (A4)" of By-law No. 18-22 and placed in "Special Agriculture Zone (A2) Zone" of By-law No. 18-22 as set forth in this By-law. The zoning of this land shall be shown as "A2" on Key Map 63 of Schedule "A" to By-law No. 18-22, as amended.
2. **THAT** the area shown in diagonal hatching on the attached map, Schedule "A", and described as Concession 5, Lot 13 (Concession Gore STR), in the Township of Malahide, shall be removed from the "Special Agriculture (A2) Zone" and "Small Lot Agriculture (A4) Zone" of By-law No. 18-22 and placed in "Small Lot Agriculture (A4)" of By-law No. 18-22 as set forth in this By-law. The zoning of this land shall be shown as "A4-30" on Key Map 63 of Schedule "A" to By-law No. 18-22, as amended.
3. **THAT** By-law No. 18-22, as amended, is hereby further amended by amending Section 5.7 SMALL LOT AGRICULTURAL (A4) ZONE – 'SITE-SPECIFIC' ZONES, by adding the following new subsection.

"5.7.30 a) **Defined Area**

A4-30 as shown on Schedule 'A', Map No. 63

b) **Maximum Floor Area of an Accessory Building**

Existing Barn 444 m²

4. **THAT** this By-law shall come into force:

- a) Where no notice of objection has been filed with the Township's Clerk within the time prescribed by the Planning Act and regulations pursuant thereto, upon the expiration of the prescribed time; or,

- b) Where notice of objection has been filed with the Township's Clerk within the time prescribed by the Planning Act and regulations pursuant thereto, upon the approval of the Local Planning Appeal Tribunal.



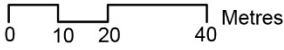
READ a **FIRST** and **SECOND** time this 7th day of November, 2024.

READ a **THIRD** time and **FINALLY PASSED** this 7th day of November, 2024.

Mayor – D. Giguère

Clerk – A. Adams



Township of Malahide
Comprehensive Zoning-Bylaw No.18-22

SCHEDULE 'A'
Map No. 63



REPORT NO. DS-24-51

TO: Mayor & Members of Council
DEPARTMENT: Development Services
MEETING DATE: November 7, 2024
SUBJECT: **Zoning By-Law Amendment Application of David Thiessen & Elizabeth Thiessen (Authorized Agent: Civic Planning Solutions Inc.) relating to the property located at Lot 34, Concession 3, (53004 Vienna Line)**

RECOMMENDATION:

THAT Report No. DS-24-51 entitled “Zoning By-Law Amendment Application of David Thiessen & Elizabeth Thiessen” relating to the property located at Lot 34, Concession 3, (53004 Vienna Line)” be received;

AND THAT the Zoning By-law Amendment Application No. D14-Z11-24 of David Thiessen & Elizabeth Thiessen, relating to the property located at CON 3 S LOT 34, and known municipally as 53004 Vienna Line, be approved for the reasons set out in this Report.

PURPOSE & BACKGROUND:

The subject Zoning By-law Amendment Application (the “Application”) has been submitted by Civic Planning Solutions, on behalf of David & Elizabeth Thiessen, to implement the necessary zoning provisions required for surplus farm dwelling severance (Consent Application E71-24). Specifically, the proposed severed parcel would be rezoned from “General Agriculture (A1)” to “Small Lot Agriculture (A4)” and the proposed retained parcel would be rezoned from “General Agriculture (A1)” to “Special Agriculture – Site Specific (A2-13)”.

The Application relates to the property located at CON 3 S LOT 34 and known municipally as 53004 Vienna Line.

Notice of the Application has been circulated to agencies and registered property owners as prescribed and regulated by the Planning Act, RSO 1990, and the Malahide Official Plan, including posting notice in two recent issues of the Aylmer Express.

The analysis of the associated severance/consent application by the County Planning Department and Land Division Committee determined that the severance met all applicable planning policies (Provincial Planning Statement and Official Plans). The consent application was provisionally approved subject to the Applicant completing a number of conditions, one such being obtaining a Zoning By-law Amendment to rezone

the retained parcel to prohibit a new residential dwelling.

COMMENTS & ANALYSIS:

The subject farm property is approximately 36.42 hectares (89.99 ac) in area, has approximately 325 metres (1066 ft) of frontage along Vienna Line, and contains two existing dwellings and several agricultural buildings. The subject lands are bound by Vienna Line to the south, and agricultural lands to the east, north, and west.

The proposed severed parcel is approximately 0.95 ha (2.3 ac) in size, has 53 metres of frontage along Vienna Line and would contain one existing dwelling.

The proposed retained parcel is approximately 35.4 hectares (87.6 ac), has 272 metres of frontage along Vienna Line, and would contain one existing dwelling and agricultural buildings.

Provincial Planning Statement (PPS) 2024

In Prime Agricultural Areas, the Provincial Planning Statement (PPS) permits one new residential lot to be created for the purposes of severing an existing dwelling that has been rendered surplus as a result of farm consolidation, provided new residential dwellings are prohibited on any remnant parcel of farmland (Section 4.3.3.1c).

Through this application, the retained parcel will be rezoned the proposed retained parcel to prohibit future residential uses on the farmland and address zoning deficiencies on the severed parcel.

County of Elgin Official Plan

The subject property is designated “Agriculture Area” on Schedule ‘A’, Land Use Plan. In addition to the above, the subject property is identified as having frontage along a “County Minor Arterial, Local” on Schedule ‘B’, “Transportation Plan”.

The subject property is designated “Agriculture Area” on Schedule ‘A’, Land Use Plan. Lot creation is permitted for lands within this designation for the purposes of severing a residence surplus to a farming operation provided that development of a new residence is prohibited on any retained farmland (Section E1.2.3.4b).

Through the Zoning By-law Amendment application, the retained lands will be rezoned to ‘Special Agriculture Zone – Site Specific (A2-13)’ that would prohibit the construction of a new dwelling along with rezoning the severed dwelling to ‘Small Lot Agriculture (A4)’ to reflect its use being primarily as a surplus farm dwelling lot.

Malahide Official Plan

The subject property is designated “Agriculture” and “Natural Heritage” on Schedule ‘A1’ (Land Use Plan) and “Locally Significant Woodland” and “Hazard Lands” on Schedule ‘A2’ (Constraints Plan).

The Malahide Official Plan permits secondary uses including surplus farm dwellings on separate lots (Section 2.1.2.2). Section 2.1.7 of the Official Plan permits lot creation for the severance of a surplus farm dwelling provided certain criteria are met, including the severed parcel be rezoned to an A4 zone that permits surplus farm dwellings and the retained parcel be rezoned to prohibit the establishment of a dwelling (Section 2.1.7.2, 2.1.7.4). These criteria would be met through the approval of this Zoning By-law Amendment application.

Malahide Zoning By-law No. 18-22

The subject property is within the “General Agricultural (A1) Zone” on Key Map 86 of Schedule “A” to the Township’s Zoning By-law No. 22-18, and a portion of the subject property is identified as “Conservation Authority Regulated Lands Overlay”.

As previously noted in this report, the PPS 2024 and both Official Plans require that the proposed severed and retained parcel be rezoned. It is anticipated that the proposed retained parcel would be rezoned to the ‘Special Agricultural – Site Specific (A2-13)’ zone to prohibit a new residential dwelling. Since the PPS 2024 only permits the severance of one surplus farm dwelling per farm consolidation and the subject lands contains two historically existing dwellings, the site-specific provision would recognize the dwelling on the retained lands as an existing use. The proposed retained parcel meets the minimum lot area (20 ha) and frontage (150 m) requirements of the ‘A2’ zone.

It is also anticipated that the proposed severed parcel be rezoned to ‘Small Lot Agriculture Special (A4)’. The ‘A4’ zone is intended to be applied to lots created as a result of a surplus farm dwelling severance to reflect the primary use of the lot for residential purposes.

FINANCIAL IMPLICATIONS:

The full cost of the application and associated process is at the expense of the Applicant and has no implications to the Township’s Operating Budget.

LINK TO STRATEGIC & OPERATIONAL PLANS:

Priorities:	Unlock Responsible Growth
Tangible Results:	Policy Driven Decision Making

CONSULTATION:

No comments were received from agencies or the public as of the time of submission of this report.

ATTACHMENTS:

1. Report Photo;
2. Application Sketch; and
3. By-law.

Prepared by: E. Steele, MBPC, Consulting Planner for the Township

Reviewed by: J. McGuffin, MBPC, VP & Principal Planner

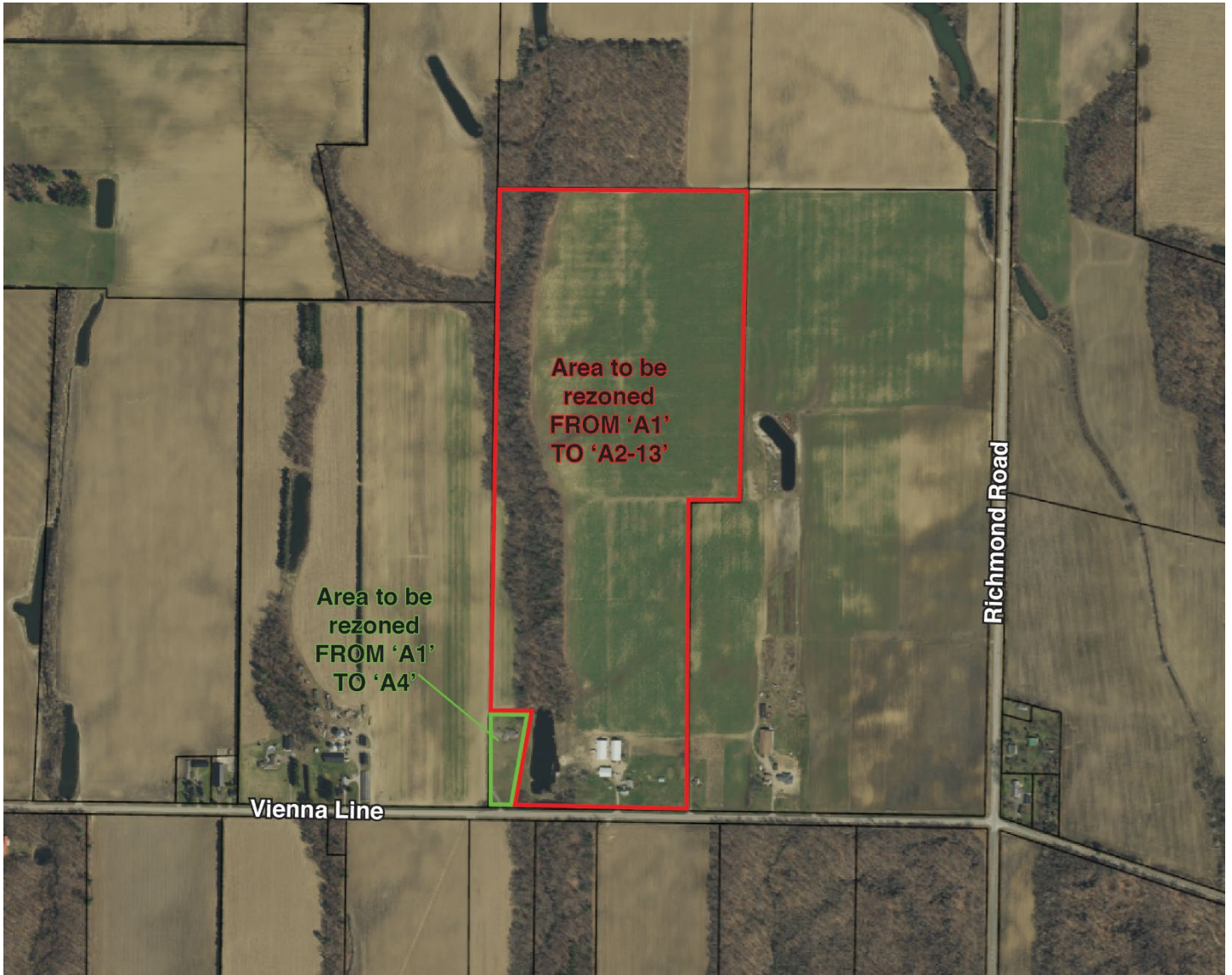
Approved by: N. Dias, Chief Administrative Officer

APPLICATION FOR ZONING BY-LAW AMENDMENT

Owners: David Thiessen & Elizabeth Thiessen

53004 Vienna Line
CON 3 S LOT 34
Township of Malahide

Township
of Malahide
Figure 1



OFFICIAL PLAN DESIGNATION
AGRICULTURAL

ZONING

Special Agricultural (A1)

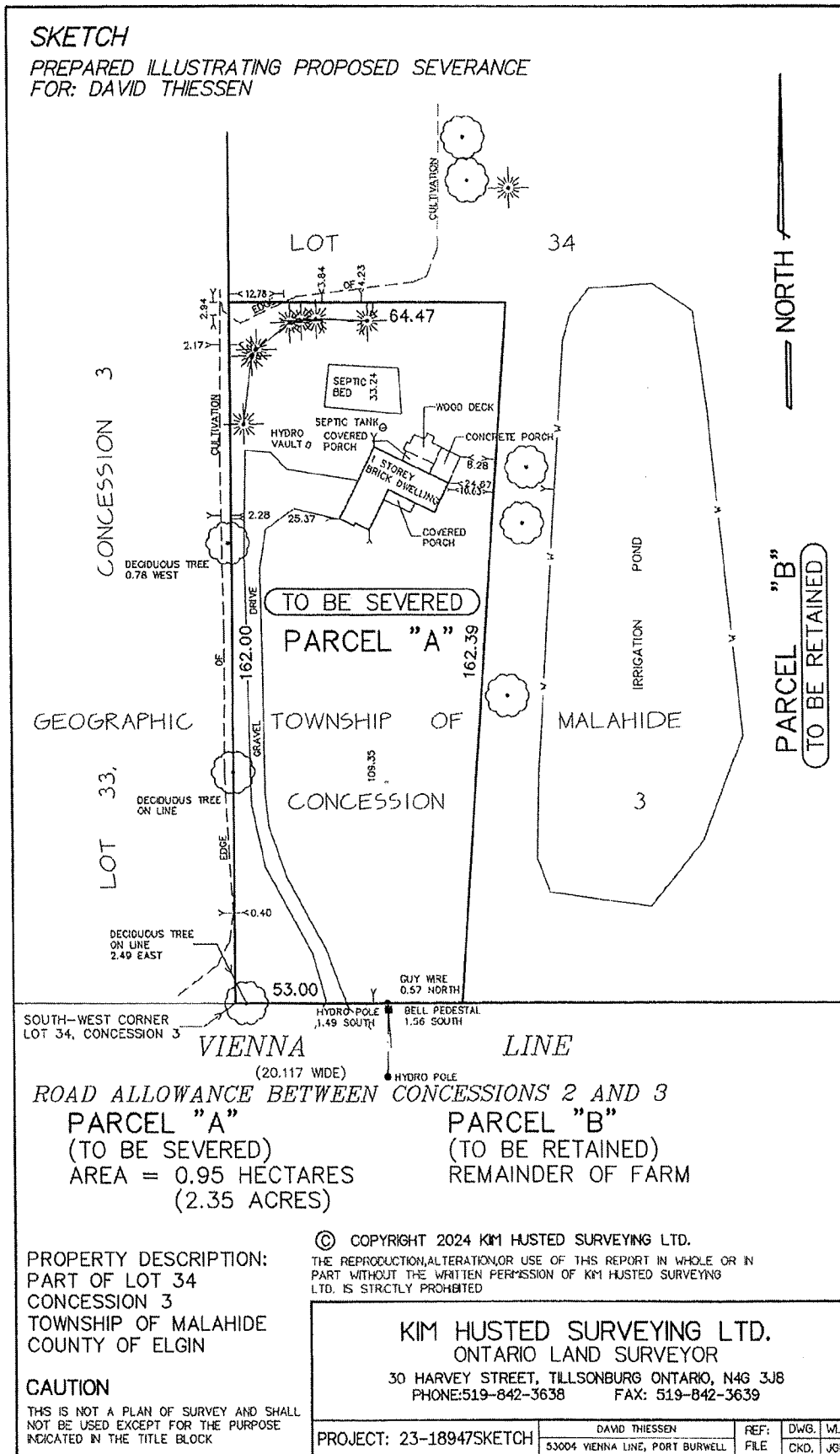


Area to be rezoned FROM 'General Agriculture (A1)' to 'Special Agriculture (A2-13)'



Area to be rezoned FROM 'General Agriculture (A2)' TO 'Small Lot Agriculture (A4)'

SKETCH
 PREPARED ILLUSTRATING PROPOSED SEVERANCE
 FOR: DAVID THIESSEN



VIENNA LINE
 (20.117 WIDE)
 ROAD ALLOWANCE BETWEEN CONCESSIONS 2 AND 3

PARCEL "A" (TO BE SEVERED) AREA = 0.95 HECTARES (2.35 ACRES)	PARCEL "B" (TO BE RETAINED) REMAINDER OF FARM
--	--

PROPERTY DESCRIPTION:
 PART OF LOT 34
 CONCESSION 3
 TOWNSHIP OF MALAHIDE
 COUNTY OF ELGIN

CAUTION
 THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK

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 30 HARVEY STREET, TILLSONBURG ONTARIO, N4G 3J8
 PHONE: 519-842-3638 FAX: 519-842-3639

PROJECT: 23-18947/SKETCH	DAVID THIESSEN	REF: DWG. W.P.
	53004 VIENNA LINE, PORT BURWELL	FILE CKD. JSD

**THE CORPORATION OF THE
TOWNSHIP OF MALAHIDE
BY-LAW NO. 24-60**

Being a By-law to amend By-law No. 18-22

**David Thiessen & Elizabeth Thiessen/
53004 Vienna Line**

WHEREAS the Council of The Corporation of the Township of Malahide deems it necessary to pass a By-law to amend By-law No. 18-22, as amended;

AND WHEREAS authority is granted under Section 34 of the Planning Act, as amended, to pass a By-law;

AND WHEREAS this By-law conforms with the Official Plan of the Township of Malahide, as amended;

NOW THEREFORE the Council of The Corporation of the Township of Malahide **HEREBY ENACTS AS FOLLOWS:**

1. **THAT** the area shown in diagonal hatching on the attached map, Schedule "A", and described as Lot 34, Concession 3, in the Township of Malahide, shall be removed from the "General Agricultural (A1) Zone" of By-law No. 18-22 and placed in the "Small Lot Agricultural Zone (A4)" of By-law No. 18-22 as set forth in this By-law. The zoning of this land shall be shown as "A4" on Key Map 86 of Schedule "A" to By-law No. 18-22, as amended.
2. **THAT** the area shown in cross hatching on the attached map, Schedule "A", and described as Lot 34, Concession 3, in the Township of Malahide, shall be removed from the "General Agricultural (A1) Zone" of By-law No. 18-22 and placed in the "Special Agricultural Zone (A2)" of By-law No. 18-22 as set forth in this By-law. The zoning of this land shall be shown as "A2-13" on Key Map 86 of Schedule "A" to By-law No. 18-22, as amended.
3. **THAT** By-law No. 18-22, as amended, is hereby further amended by amending Section 5.5 SPECIAL AGRICULTURAL (A2) ZONE – 'SITE-SPECIFIC' ZONES, by adding the following new subsection.
 - "5.5.13** a) **Defined Area**
A2-13 as shown on Schedule 'A', Map No. 86.
 - b) **Permitted Uses**
Existing Dwelling
All other permitted uses in the A2 zone
4. **THAT** this By-law shall come into force:

- a) Where no notice of objection has been filed with the Township's Clerk within the time prescribed by the Planning Act and regulations pursuant thereto, upon the expiration of the prescribed time; or,
- b) Where notice of objection has been filed with the Township's Clerk within the time prescribed by the Planning Act and regulations pursuant thereto, upon the approval of the Local Planning Appeal Tribunal.



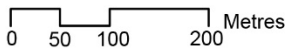
READ a **FIRST** and **SECOND** time this 7th day of November, 2024.

READ a **THIRD** time and **FINALLY PASSED** this 7th day of November, 2024.

Mayor – D. Giguère

Clerk – A. Adam



Township of Malahide
Comprehensive Zoning-Bylaw No.18-22

SCHEDULE 'A'
Map No. 86



REPORT NO. DS-24-46

TO: Mayor & Members of Council
DEPARTMENT: Development Services
MEETING DATE: November 7, 2024
SUBJECT: **Application for Consent to Sever No. E87-24 of John & Claire Burks, on behalf of Donald Laverne Ferguson, relating to the property located at Concession 9, Part Lot 9, Part 4,5,6, Concession Gore STR (50275 Wilson Line)**

RECOMMENDATION:

THAT Report No. DS-24-46 entitled “Application for Consent to Sever No. E87-24 of John & Claire Burks” be received;

AND THAT the Application for Consent to Sever of John and Claire Burks on behalf of Donald Laverne Ferguson, relating to the property located at Concession 9, Part Lot 9, Part 4,5,6, (Geographic Concession Gore STR), and known municipally as 50275 Wilson Line, be supported for the reasons set out in this Report;

AND THAT this report and the recommended conditions be forwarded to the Land Division Committee for its review and consideration.

PURPOSE & BACKGROUND:

The subject application for Consent to Sever (the “Application”) has been submitted by John & Claire Burks, on behalf of Donald Laverne Ferguson to sever an existing dwelling that has become surplus to their farming operation as a result of farm consolidation.

The Application relates to the property located at CON 9 PT LOT 9, PART 4,5,6, (Concession Gore STR), and known municipally as 50275 Wilson Line.

The County Land Division Committee has scheduled a Public Hearing for this application to be considered on November 27, 2024.

COMMENTS & ANALYSIS:

The subject property is approximately 42.9 hectares (106.1 acres) in area, has approximately 360 metres (1181 feet) of frontage along Wilson Line, and 344 metres (1,128 ft) of frontage along Crossley Hunter Line. The property contains a single detached dwelling and an accessory shed both of which are situated towards the northern edge of the parcel within 50 metres of Wilson Line. The Subject Lands are used for

agricultural purposes, primarily field crop production and surrounded by agricultural lands in all directions.

The applicant is proposing to sever the existing farm dwelling as it has become surplus to their farm operation as a result of farm consolidation. The applicants own and farm 12 other agricultural properties totaling approximately 1,452 workable acres within the Township.

The proposed severed parcel would be approximately 0.66 hectares (1.64 acres) in area, have approximately 79 metres of frontage along Wilson Line, and contain the existing dwelling and accessory building. The proposed retained parcel would be approximately 42.2 hectares (104.37) in area, have 152 metres of frontage along Wilson Line and 344 metres of frontage on Crossley Hunter Line.

Provincial Planning Statement (PPS) 2024

In Prime Agricultural Areas, the Provincial Planning Statement (PPS) permits one new residential lot to be created for the purposes of severing an existing dwelling that has been rendered surplus as a result of farm consolidation, provided the new lot will be limited to a minimum size needed to accommodate the use and appropriate private services, and it is ensured that new residential dwellings are prohibited on any remnant parcel of farmland (Section 4.3.3.1c).

The proposed severed parcel is of a minimum size (0.66 ha) to accommodate the existing dwelling and private services. A Zoning By-law Amendment will be required as a condition of consent approval to rezone the proposed retained parcel to prohibit future residential uses on the farmland.

County of Elgin Official Plan

The subject property is designated "Agriculture Area" on Schedule 'A', Land Use Plan, with frontage along a "Local" road on Schedule 'B' Transportation Plan. The southern edge of the property contains a 'Woodlands' designation on Appendix 1 Environmental Resource Areas.

Lot creation is permitted for lands within the Agriculture Area designation for the purposes of severing a residence surplus to a farming operation provided that the development of a new residence is prohibited on any retained farmland (Section E1.2.3.4b). As a condition of approval, a Zoning By-law Amendment will be required to rezone the proposed retained farmland to 'Special Agriculture Zone (A2)' that would prohibit a dwelling as well as rezone the severed dwelling to 'Small Lot Agriculture (A4)' to reflect the surplus farm dwelling property.

Development is not permitted within 120 metres of a significant woodland unless an Environmental Impact Study is completed to demonstrate that there will be no negative impacts on natural heritage features. The proposed development is located over 400

metres from the designated Woodland and, as a result, no Environmental Impact Study was required.

Malahide Official Plan

The subject property is designated “Agriculture” with a small portion of land along the southern part of the property designated as “Natural Heritage” on Schedule ‘A1’ Land Use Plan and a “Locally Significant (10-20ha)” designation on Schedule ‘A2’ Constraints Plan.

In Agriculture designations, the Malahide Official Plan permits secondary uses including surplus farm dwellings on separate lots (Section 2.1.2.2). Section 2.1.7 of the Official Plan permits lot creation for the severance of a surplus farm dwelling provided certain criteria are met, including that the existing dwelling be built and occupied for a minimum of ten years and a land use conflict is not created with agricultural operations in the surrounding areas (Section 2.1.7.1). The existing dwelling has been in existence for more than 10 years and is not anticipated to create a land use conflict with surrounding agricultural operations. Surplus farm dwelling severances are exempt from Minimum Distance Separation under Section 2.1.3 of the Official Plan.

The Malahide Official Plan requires that a parcel severed as a result of farm consolidation can be serviced by a private sanitary waste disposal system and a potable water supply that is situated within the severed lot; is located within 100 metres of an opened travelled road; and the severed parcel be rezoned to a Special Agricultural zone that permits surplus farm dwellings (Section 2.1.7.2). The proposed severed lot meets the minimum lot area requirements of the Zoning By-law and the existing septic system and well are located within the lot boundaries. Letters confirming the conditions of the well and weeping bed have been provided to support the application. Further, the proposed lot and existing dwelling are located within 100 metres of a public open road.

The Malahide Official Plan also requires that the proposed retained farm parcel be of suitable size to support agricultural uses, meet the provisions of the Zoning By-law, and be rezoned to prohibit the establishment of a dwelling (Section 2.1.7.4). The severed and retained parcels will be required to be rezoned as a condition of any approval granted.

The subject lands contain an area of ‘Locally Significant (10-20ha)’ natural heritage. The boundaries of the newly created residential lot are entirely outside of this designation and the proposed severance does not fragment the natural heritage feature.

Malahide Zoning By-law No. 18-22

The subject property is within the “Large Lot Agricultural (A3) Zone”, on Key Map 14 of Schedule “A” to the Township’s Zoning By-law No. 22-18. Portions of the subject lands surrounding the creek traversing the middle of the property is located within an area regulated by the Catfish Creek Conservation Authority.

As previously noted in this report, the PPS and both Official Plans require that the proposed severed and retained parcel be rezoned. The retained parcel will be rezoned to

the “Special Agricultural (A2)” zone to prohibit a residential dwelling as a condition of consent approval. The proposed retained parcel meets the minimum lot area (20 ha) and lot frontage (150 m) requirements of the ‘A2’ zone.

The proposed severed parcel will be rezoned to ‘Small Lot Agriculture Special (A4-XX)’. The ‘A4’ zone is intended to be applied to lots created as a result of a surplus farm dwelling severance to reflect the primary use of the lot being for residential purposes. The proposed Zoning Amendment would also include a site-specific provision to recognize the size of the existing accessory building.

FINANCIAL IMPLICATIONS:

The full cost of the consent and associated rezoning process is at the expense of the Applicant and has no implications to the Township’s Operating Budget.

LINK TO STRATEGIC & OPERATIONAL PLANS:

Priorities:	Unlock Responsible Growth
Tangible Results:	Policy Driven Decision Making

CONSULTATION:

N/A

ATTACHMENTS:

1. Report Photo;
2. Application Sketch; and
3. Recommended Conditions.

Prepared by: E. Steele, MBPC, Consulting Planner for the Township

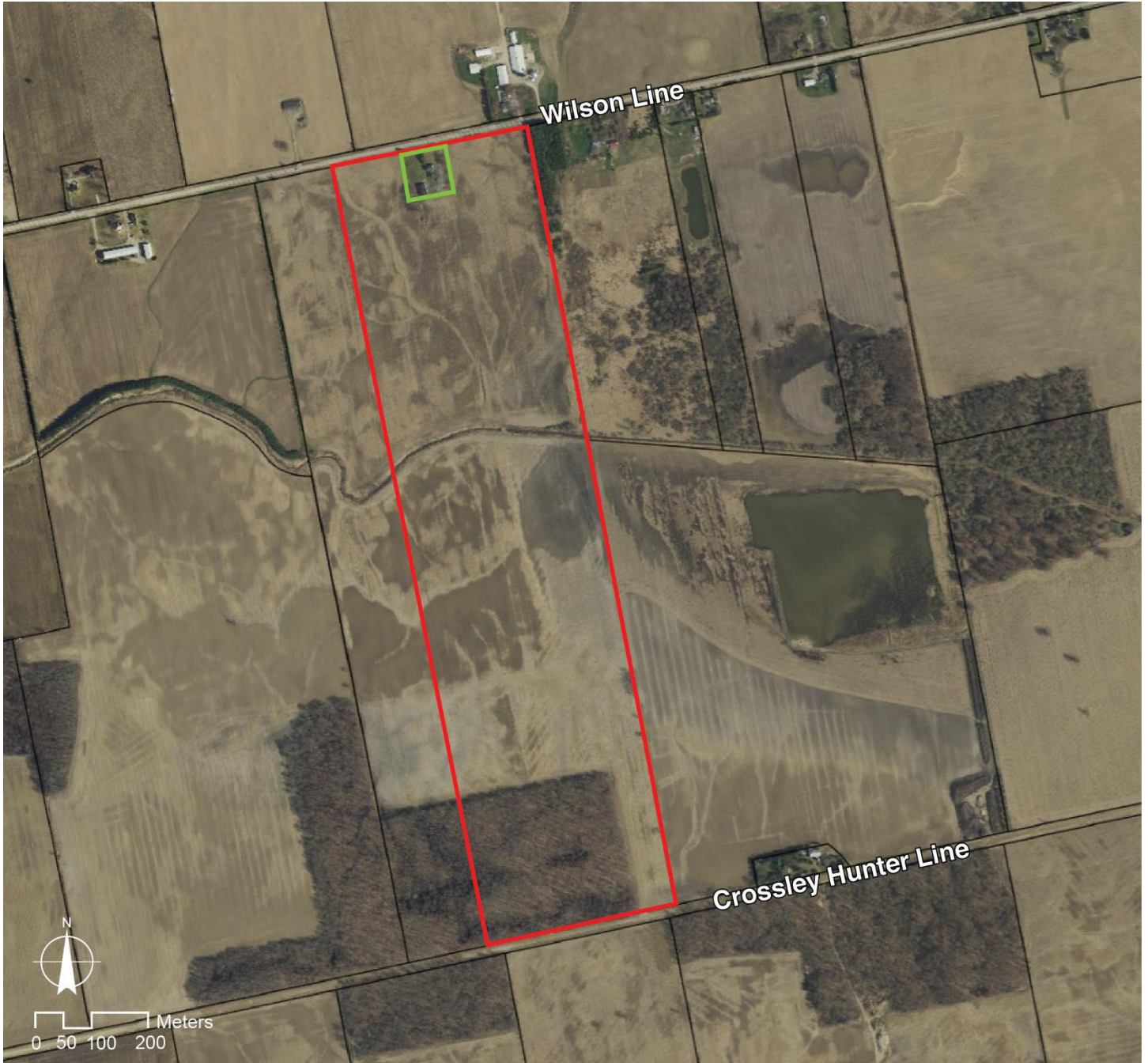
Reviewed by: J. McGuffin, MBPC, VP & Principal Planner

Approved by: N. Dias, Chief Administrative Officer

APPLICATION FOR CONSENT TO SEVER
Owners: Donald Laverne Ferguson


50275 Wilson Line
CON 9 PT LOT 9, PART 4,5,6,
(Concession Gore STR)


Township
of Malahide
Figure 1



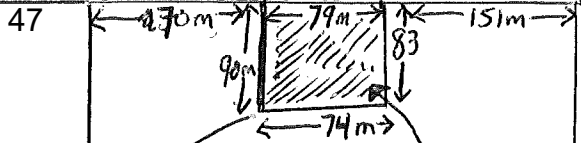
OFFICIAL PLAN DESIGNATION
AGRICULTURAL

ZONING
Large Lot Agricultural (A3)

 Proposed Retained Parcel

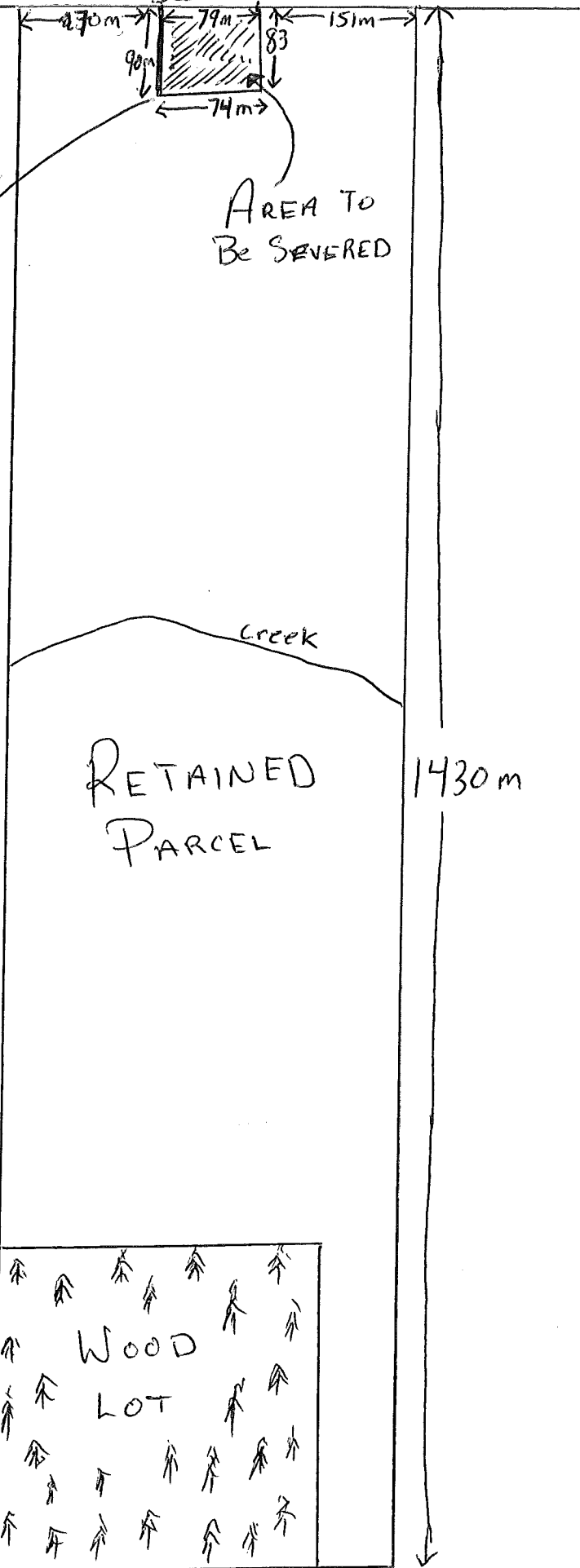
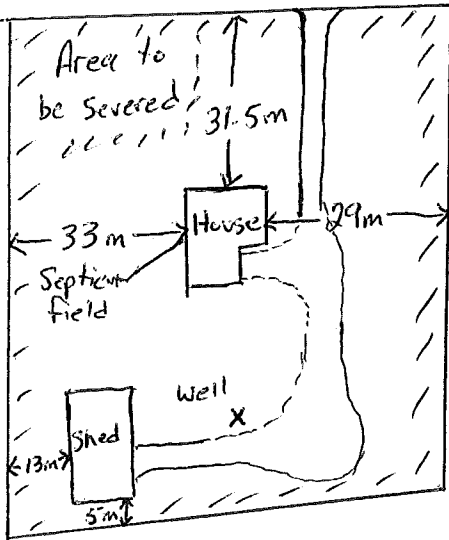
 Proposed Severed Parcel

Wilson Line ← 300m →



AREA TO BE SEVERED

Wilson line



1430m

Retained Parcel

WOOD LOT

1. That the applicant initiate and assume, if required, all engineering costs associated with the preparation of a revised assessment schedule in accordance with the Drainage Act, RSO 1990, as amended, with a deposit to be paid in full to the Township prior to the condition being deemed fulfilled. If the deposit does not cover the costs of the revised assessment schedule, the applicant will be billed for any additional costs incurred.
2. In order to facilitate the approval process for the severance, the applicant is required to furnish a grading plan for both the severed and retained parcels. This plan should be prepared by a qualified professional, such as an engineer or surveyor, who will assess and confirm that sufficient lot drainage is adequate for both properties. This confirmation will ensure that the separation of one property does not lead to drainage issues on the other. If, due to existing site conditions, the certification cannot be provided, the applicant is obligated to engage a qualified professional to create a grading plan. Subsequently, the necessary site alterations and grading works must be completed before final approval of the severance is granted. This requirement aims to guarantee responsible land development practices and prevent potential future drainage complications between the severed and retained parcels.
3. That all outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the Chief Building Official prior to the condition being deemed fulfilled.
4. That the applicants initiate and assume all planning costs associated with the required Zoning Amendment or other land use planning process as required in accordance with the Ontario Planning Act, RSO 1990, with such cost to be paid in full to the Township and that the required process be successfully completed prior to the condition being deemed fulfilled.
5. Confirmation that private sewage system be confined entirely within the boundaries of the newly created parcel. That system be in conformance with all required setbacks from lot lines prior to the condition being deemed fulfilled.
6. That the necessary deeds, transfers and charges for certificates and/or instruments necessary for registration be submitted prior to certification all of which are to be fully executed.
7. That all applicable property taxes, municipal fees and charges be paid to the Township prior to the stamping of the deeds.
8. That an electronic version of the reference plan be submitted to the satisfaction of the Township.
9. That the applicant is responsible to apply and pay all fees to the Township with respect to Civic Addressing Numbers/Signage for the severed and retained portions of property prior to the condition being deemed fulfilled.



REPORT NO. DS-24-47

TO: Mayor & Members of Council
DEPARTMENT: Development Services
MEETING DATE: November 7, 2024
SUBJECT: **Application for Consent to Sever No. E89-24 of Weninger Farms Ltd. (Authorized Agent: Civic Planning Solutions Inc.) relating to the property located at Concession 2, Part Lot 14, Concession South of Talbot Road (49888 Nova Scotia Line)**

RECOMMENDATION:

THAT Report No. D10-E89-24 entitled “Application for Consent to Sever No. D10-E89-24 of Weninger Farms Ltd.” be received;

AND THAT the Application for Consent to Sever of Weninger Farms Ltd., relating to the property located at Concession 2, Part Lot 14, (Concession South of Talbot Road), and known municipally as 49888 Nova Scotia Line, be supported for the reasons set out in this Report;

AND THAT this report and the recommended conditions be forwarded to the Land Division Committee for its review and consideration.

PURPOSE & BACKGROUND:

The subject application for Consent to Sever (the “Application”) has been submitted by Civic Planning Solutions Inc, on behalf of Weninger Farms Ltd. to sever an existing dwelling that has become surplus to the agricultural operation as a result of a farm consolidation.

The Application relates to the property located at CON 2 S, PT LOT 14, (Concession South of Talbot Road), and known municipally as 49888 Nova Scotia Line.

The County Land Division Committee has scheduled a Public Hearing for this application to be considered on November 27, 2024.

COMMENTS & ANALYSIS:

The subject property is approximately 40.7 ha (99.8 acres) in area, has approximately 160m (525 ft) of frontage along Nova Scotia Line, and contains a single detached dwelling and five accessory buildings. The property is bounded by agricultural uses to the west, north, and east, as well as a rural residential lot and Nova Scotia Line to the south.

The applicant is proposing to sever the existing farm dwelling as it has become surplus to their farm operation as a result of farm consolidation. The applicants own and farm four other agricultural properties totaling approximately 148 ha (366 acres) within the Township. The proposed severed parcel would be approximately 0.74 ha (1.8 acres) in area, have approximately 70m (230 ft) of frontage along Nova Scotia Line, and contain the existing dwelling and three accessory sheds. The proposed retained parcel would be approximately 40 ha (99 acres) in area, have 90 m (295 ft) of frontage along Nova Scotia Line, and contain two barn structures.

Provincial Planning Statement (PPS) 2024

In Prime Agricultural Areas, the Provincial Planning Statement (PPS) permits one new residential lot to be created for the purposes of severing an existing dwelling that has been rendered surplus as a result of farm consolidation, provided the new lot will be limited to a minimum size needed to accommodate the use and appropriate private services, as well as ensuring that new residential dwellings are prohibited on any remnant parcel of farmland (Section 4.3.3.1c).

The proposed severed parcel is of a minimum size (0.74 ha) to accommodate the existing dwelling and private services. A Zoning By-law Amendment will be required as a condition of consent approval to rezone the proposed retained parcel to prohibit future residential uses on the farmland.

County of Elgin Official Plan

The subject property is designated “Agriculture Area” on Schedule ‘A’, Land Use Plan, with frontage along a “County Collector” road which is denoted as a “Tourism Corridor” on Schedule ‘B’ Transportation Plan. The northern edge of the property contains a ‘Woodlands’ designation on Appendix 1 Environmental Resource Areas.

Lot creation is permitted for lands within the Agriculture Area designation for the purposes of severing a residence surplus to a farming operation provided that the development of a new residence is prohibited on any retained farmland (Section E1.2.3.4b). As a condition of approval, a Zoning By-law Amendment will be required to rezone the proposed retained farmland to ‘Special Agriculture Zone (A2)’ that would prohibit a dwelling as well as rezone the severed dwelling to ‘Small Lot Agriculture (A4)’ to reflect the surplus farm dwelling property.

The County Official Plan does not permit development within 120 metres of a significant woodland unless an Environmental Impact Study has been completed demonstrating that there will be no negative impacts on the natural heritage feature. The proposed development is located greater than 1 km from the natural heritage feature.

Malahide Official Plan

The subject property is designated “Agriculture” on Schedule ‘A1’ (Land Use Plan)

In Agriculture designations, the Malahide Official Plan permits secondary uses including surplus farm dwellings on separate lots (Section 2.1.2.2). Section 2.1.7 of the Official Plan permits lot creation for the severance of a surplus farm dwelling provided certain criteria are met, including that the existing dwelling be built and occupied for a minimum of ten years and a land use conflict is not created with agricultural operations in the surrounding areas (Section 2.1.7.1). The existing dwelling has been in existence for more than 10 years and is not anticipated to create a land use conflict with surrounding agricultural operations. Surplus farm dwelling severances are exempt from Minimum Distance Separation under Section 2.1.3 of the Official Plan.

The Malahide Official Plan requires that a parcel severed as a result of farm consolidation can be serviced by a private sanitary waste disposal system and a potable water supply that is situated within the severed lot; is located within 100m of an opened travelled road; and the severed parcel be rezoned to the A4 zone that permits surplus farm dwellings (Section 2.1.7.2). The proposed severed lot meets the minimum lot area requirements of the Zoning By-law and the existing septic system and well are located within the lot boundaries. A letter confirming the working condition of the septic system has been provided to support the application. Further, the proposed lot and existing dwelling are located within 100m of a public open road.

The Malahide Official Plan also requires that the proposed retained farm parcel be of suitable size to support agricultural uses, meet the provisions of the Zoning By-law, and be rezoned to prohibit the establishment of a dwelling (Section 2.1.7.4). The proposed retained lot would meet the minimum lot requirements of the Zoning By-law and will be required to be rezoned as a condition of consent approval.

Malahide Zoning By-law No. 18-22

The subject property is within the “Large Lot Agricultural (A3) Zone”, on Key Map 90 of Schedule “A” to the Township’s Zoning By-law No. 22-18. The creek traversing the northern edge of the property is located within an area regulated by the Catfish Creek Conservation Authority.

As previously noted in this report, the PPS and both Official Plans require that the proposed severed and retained parcel be rezoned. It is recommended that the proposed retained parcel be rezoned to the ‘Special Agricultural (A2-XX)’ zone to prohibit a new residential dwelling as a condition of consent approval. Site-specific provisions will be required to permit a reduced lot frontage of 90 metres, whereas the By-law requires a minimum of 150 metres, and permit reduced setbacks for two of the existing accessory buildings.

The proposed severed parcel will be rezoned to ‘Small Lot Agriculture Special (A4-XX)’. The ‘A4’ zone is intended to be applied to lots created as a result of a surplus farm dwelling severance to reflect the primary use of the lot being for residential purposes. The proposed Zoning Amendment would include a site-specific provision to recognize the size and side yard setbacks to the existing accessory building.

FINANCIAL IMPLICATIONS:

The full cost of the consent and associated rezoning process is at the expense of the Applicant and has no implications to the Township's Operating Budget.

LINK TO STRATEGIC & OPERATIONAL PLANS:

Priorities:	Unlock Responsible Growth
Tangible Results:	Policy Driven Decision Making

CONSULTATION:

N/A

ATTACHMENTS:

1. Report Photo;
2. Application Sketch; and
3. Recommended Conditions.

Prepared by: E. Steele, MBPC, Consulting Planner for the Township

Reviewed by: J. McGuffin, MBPC, VP & Principal Planner

Approved by: N. Dias, Chief Administrative Officer

APPLICATION FOR CONSENT TO SEVER

Owners: Weninger Farms Ltd.


49888 Nova Scotia Line
Concession 2, Part Lot 14,
Concession South of Talbot Road


Township
of Malahide
Figure 1



OFFICIAL PLAN DESIGNATION
AGRICULTURAL

ZONING
Large Lot Agricultural (A3)

 Proposed Retained Parcel

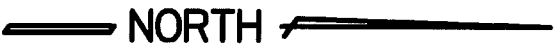
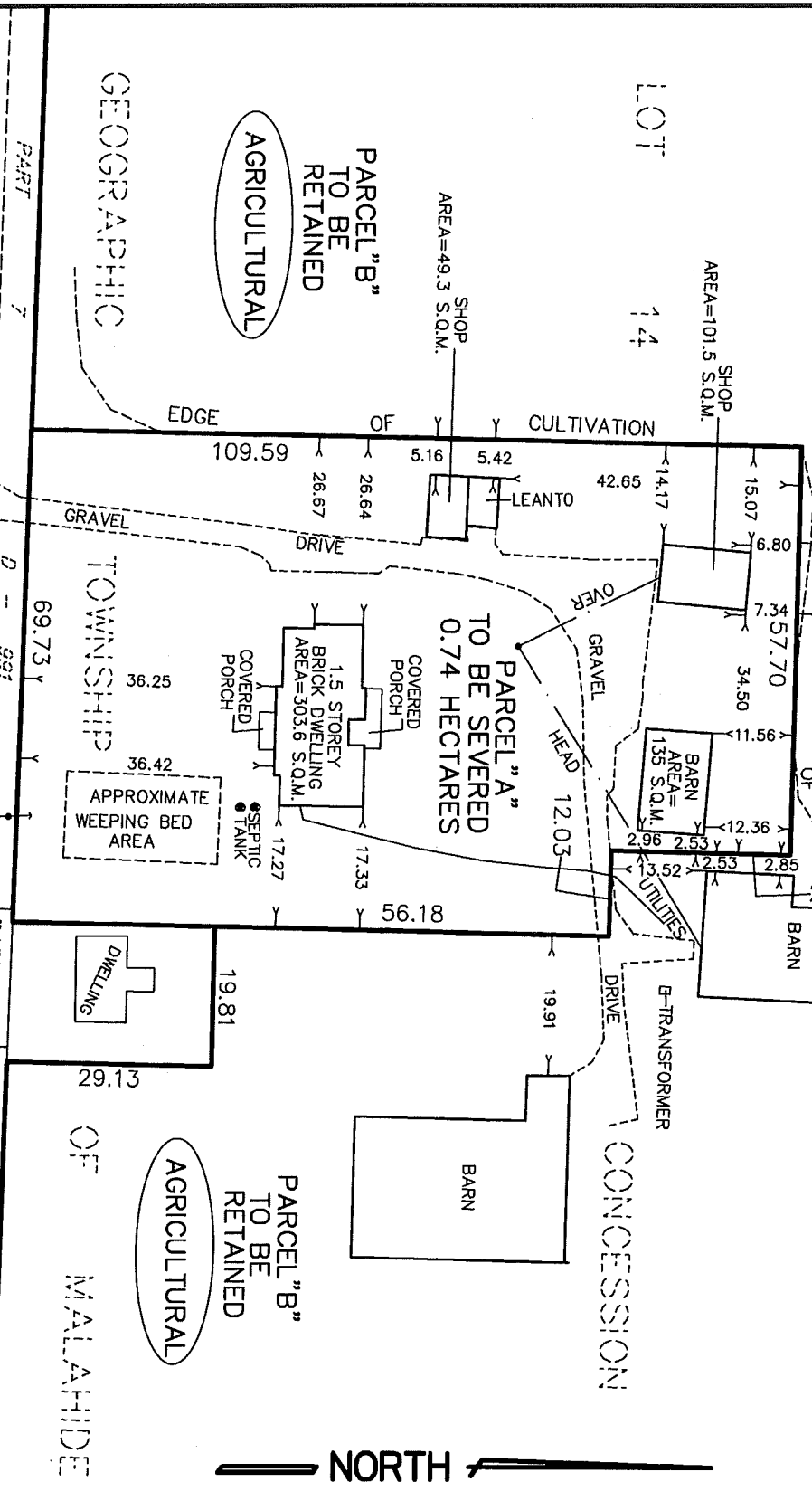
 Proposed Severed Parcel

--- DENOTES OVER HEAD HYDRO
 • DENOTES UTILITY POLE
 - - - DENOTES GUY WIRE

AGRICULTURAL
 PARCEL "B"
 TO BE
 RETAINED

SKETCH FOR PROPOSED SEVERENCE
 FOR JOHN WENINGER
 NOT TO SCALE

CAUTION
 - THIS IS NOT A PLAN OF SURVEY OR SURVEYOR'S REPORT AND SHALL
 NOT BE USED FOR TRANSACTION OR FINANCING PURPOSES



LEGAL DESCRIPTION
 PART OF LOT 14 CONCESSION 2
 GEOGRAPHIC TOWNSHIP OF MALAHIDE
 MUNICIPALITY OF THE TOWNSHIP OF MALAHIDE
 COUNTY OF ELGIN

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KM HUSTED SURVEYING LTD.
 ONTARIO LAND SURVEYOR
 30 HARVEY STREET, TILLSBURG ONTARIO, N4G 3J8
 PHONE: 519-842-3638 FAX: 519-842-3639
 PROJECT: 24-19250

"THIS IS NOT
 AN ORIGINAL COPY
 UNLESS
 EMBOSSED WITH
 SEAL"

1. In order to facilitate the approval process for the severance, the applicant is required to furnish a grading plan for both the severed and retained parcels. This plan should be prepared by a qualified professional, such as an engineer or surveyor, who will assess and confirm that sufficient lot drainage is adequate for both properties. This confirmation will ensure that the separation of one property does not lead to drainage issues on the other. If, due to existing site conditions, the certification cannot be provided, the applicant is obligated to engage a qualified professional to create a grading plan. Subsequently, the necessary site alterations and grading works must be completed before final approval of the severance is granted. This requirement aims to guarantee responsible land development practices and prevent potential future drainage complications between the severed and retained parcels.
2. That all outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the Chief Building Official prior to the condition being deemed fulfilled.
3. That the applicants initiate and assume all planning costs associated with the required Zoning Amendment or other land use planning process as required in accordance with the Ontario Planning Act, RSO 1990, with such cost to be paid in full to the Township and that the required process be successfully completed prior to the condition being deemed fulfilled.
4. Confirmation that private sewage system be confined entirely within the boundaries of the newly created parcel. That system be in conformance with all required setbacks from lot lines prior to the condition being deemed fulfilled.
5. That the necessary deeds, transfers and charges for certificates and/or instruments necessary for registration be submitted prior to certification all of which are to be fully executed.
6. That all applicable property taxes, municipal fees and charges be paid to the Township prior to the stamping of the deeds.
7. That an electronic version of the reference plan be submitted to the satisfaction of the Township.
8. That the applicant is responsible to apply and pay all fees to the Township with respect to Civic Addressing Numbers/Signage for the severed and retained portions of property prior to the condition being deemed fulfilled.



REPORT NO. **DS-24-54**

TO: Mayor & Members of Council
DEPARTMENT: Development Services
MEETING DATE: November 7, 2024
SUBJECT: **Application for Consent to Sever No. E78-24 of Lankhuijzen Farms Ltd. relating to the property located at Concession 3, Lot 31, Concession South of Talbot Road (52681 Calton Line)**

RECOMMENDATION:

THAT Report No. DS-24-54 entitled “Application for Consent to Sever No. D10-E78-24 of Lankhuijzen Farms Ltd.” be received.

PURPOSE & BACKGROUND:

The purpose of this report is to inform Council of the decision of the County Land Division Committee (LDC) to conditionally approve Consent Application E78-24 on October 23, 2024. The subject application for Consent to Sever (the “Application”) was submitted by Lankhuijzen Farms Ltd. to sever an existing dwelling that has become surplus to a farm operation as a result of a farm consolidation.

The Application relates to the property located at CON 3 LOT 31, (Concession South of Talbot Road), and known municipally as 52681 Calton Line.

COMMENTS & ANALYSIS:

The application was initially received by the Township in August 2024. Township staff did not receive a Notice of Application for the LDC meeting to be held on October 23. The consent application had not been brought before Township Council for its review, comment, and resolution of support/non-support.

Township staff were notified prior to the LDC meeting that the application would be proceeding to the LDC meeting for a decision and were able to provide comments on the recommended conditions to be imposed on any conditional approval to be granted. On October 23, 2024, the County Land Division Committee approved the consent application with conditions. A copy of the conditions is included as an attachment to this report, which includes typical conditions that would be recommended by the Township for a surplus farm severance.

The subject farm property is approximately 41.20 hectares (101.81 acres) in area, has approximately 98.93 metres (342.58 feet) of frontage along Calton Line, and 308 Metres (1010.5 feet) along Carter Road.

The proposed severed parcel is approximately 0.5 hectares, has approximately 50 metres of frontage on Carter Road, has approximately 98 metres of frontage on Calton Line, and would contain the existing dwelling and two small accessory sheds. The proposed retained parcel would have an area of approximately 40.7 hectares (100.8 ac), have approximately 308 metres of frontage on Calton Line, have approximately 1,017 metres of frontage on Carter Road, and contain an existing vacant barn structure and cropland.

Planning staff have reviewed the application and are of the position that the application met all the applicable planning policies, including the Provincial Planning Statement 2024, County Official Plan, and Township Official Plan. The proposed application will comply with the requirements of the Township’s Zoning By-law once a Zoning By-law Amendment has been submitted to rezone the proposed retained parcel “Special Agriculture (A2)” to prohibit a new residential dwelling and the proposed severed parcel “Small Lot Agriculture (A4)” that is typically applied to severed surplus farm lots. This Zoning By-law Amendment application will require the approval of Township Council.

FINANCIAL IMPLICATIONS:

The full cost of the consent and associated rezoning process is at the expense of the Applicant and has no implications to the Township’s Operating Budget.

LINK TO STRATEGIC & OPERATIONAL PLANS:

Priorities:	Unlock Responsible Growth
Tangible Results:	Policy Driven Decision Making

CONSULTATION:

N/A

ATTACHMENTS:

1. Application Sketch; and
2. Notice of Decision

Prepared by: E. Steele, MBPC, Consulting Planner for the Township

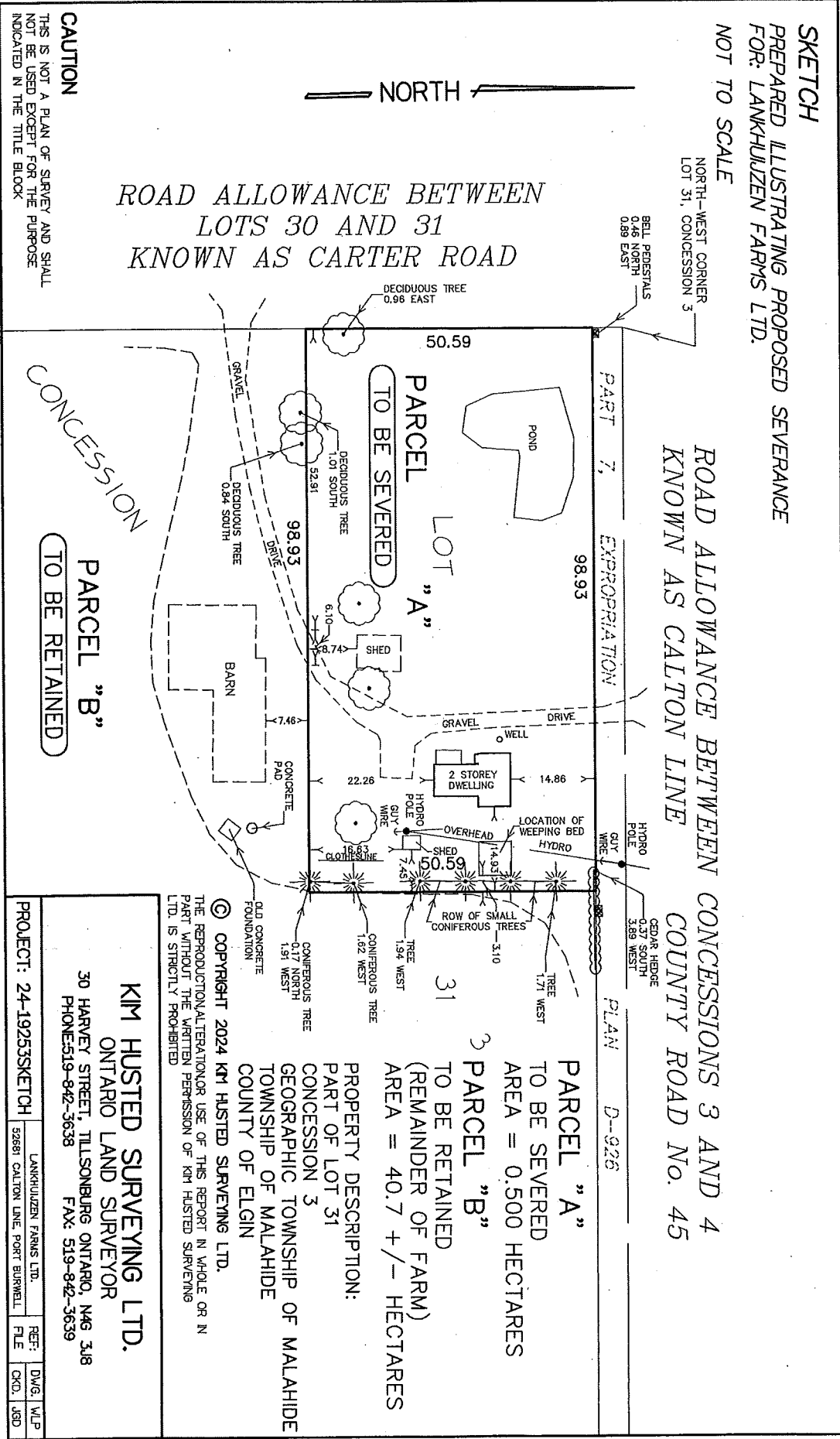
Reviewed by: J. McGuffin, MBPC, VP & Principal Planner

Approved by: N. Dias, Chief Administrative Officer

SKETCH
 PREPARED ILLUSTRATING PROPOSED SEVERANCE
 FOR: LANKHUIZEN FARMS LTD.
 NOT TO SCALE

ROAD ALLOWANCE BETWEEN CONCESSIONS 3 AND 4
 KNOWN AS CALTON LINE
 COUNTY ROAD No. 45

ROAD ALLOWANCE BETWEEN
 LOTS 30 AND 31
 KNOWN AS CARTER ROAD



KIM HUSTED SURVEYING LTD.
 ONTARIO LAND SURVEYOR
 30 HARVEY STREET, TILSONBURG ONTARIO, N4G 3J8
 PHONE: 519-842-3638 FAX: 519-842-3639

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PROPERTY DESCRIPTION:
 PART OF LOT 31
 CONCESSION 3
 GEOGRAPHIC TOWNSHIP OF MALAHIDE
 TOWNSHIP OF MALAHIDE
 COUNTY OF ELGIN

PARCEL "A"
 TO BE SEVERED
 AREA = 0.500 HECTARES

PARCEL "B"
 TO BE RETAINED
 (REMAINDER OF FARM)
 AREA = 40.7 +/- HECTARES

CAUTION
 THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK.

C:\OSG\14\14\Map\2024\Work\Ref Plans\24-19253p.dwg 5/7/2024 08:08:27

PROJECT: 24-19253SKETCH	LANKHUIZEN FARMS LTD.	REP: FILE	DWG: M.L.P.
52681 CALTON LINE, PORT BURWELL		CRD: JGD	

Application #E 78-24

October 23, 2024

DECISION

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

**LOT 31, CONCESSION 3
TOWNSHIP OF MALAHIDE
52681 CALTON LINE**

The applicant proposes to sever a parcel with a frontage of 98.93 m (324.57 ft), a depth of 50.59 m (165.97 ft) and an area of 0.5 hectares (1.235 acres) to sever a dwelling that is surplus to a farming operation. The applicant is retaining a lot with an area of 40.7 ha (100.8 acres) 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 78-24 be **approved** subject to the following conditions:

This decision will expire unless a deed is presented for stamping by: October 23, 2026

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

1. The County of Elgin should receive a digital copy of the draft and final deposited reference plan.
2. Solicitor Undertaking to provide a copy of the registered deed for the severed parcel once completed be provided to the County of Elgin.
3. That municipal addressing be provided to the County of Elgin by the local municipality to the satisfaction of the County.
4. That all outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the Chief Building Official prior to the condition being deemed fulfilled.
5. That the applicants initiate and assume all planning costs associated with the required Zoning By-law Amendment or other land use planning process as required in accordance with the Ontario Planning Act, RSO 1990, with such cost to be paid in full to the Township and that the required process be successfully completed prior to the condition being deemed fulfilled and that the County be advised in writing, by the Township that the Zoning By-law Amendment is complete.
6. Confirmation that private sewage system be confined entirely within the boundaries of the newly created parcel. That system be in conformance with all required setbacks from lot lines prior to the condition being deemed fulfilled.
7. That all applicable property taxes, municipal fees and charges be paid to the Municipality prior to the stamping of the deeds.
8. That an electronic version of the reference plan be submitted to the satisfaction of the Municipality.
9. That the applicant initiate and assume, if required, all engineering costs associated with the preparation of a revised assessment schedule in accordance with the Drainage Act, RSO 1990, as amended, with a deposit to be paid in full to the township prior to the condition being deemed fulfilled. If the deposit does not cover the costs of the revised assessment schedule, the applicant will be billed for any additional costs incurred.

DECISION

Application #E 78-24

October 23, 2024

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	X	
John Seldon		
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 23rd day of October, 2024.



Paul Clarke
Secretary-Treasurer
Land Division Committee

CORPORATION OF THE COUNTY OF ELGIN

NOTICE OF DECISION

APPLICATION NO. E 78-24

**LOT 31, CONCESSION 3
TOWNSHIP OF MALAHIDE
52681 CALTON LINE**

ATTACHED is a certified copy of the decision of the Land Division Committee of the County of Elgin in the matter of an Application **E 78-24** 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 (the Tribunal) by filing with the Secretary-Treasurer of the Land Division Committee, not later than the **12th day of November, 2024**, a Notice of Appeal, accompanied by the Tribunals fee, in the amount of \$400.00 for the first appeal and \$25.00 for each further appeal related to the same matter. (N.B. – Certified Cheques or Money Orders are to be made payable to the Minister of Finance). If you wish to appeal, a copy of an appeal form is available from the Tribunal website at <https://olt.gov.on.ca/appeals-process/forms/> or for pick-up at the County Municipal Offices, 450 Sunset Drive, St. Thomas.

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 23rd day of October, 2024.



Paul Clarke
Secretary-Treasurer
Land Division Committee

c.c. Township of Malahide: Nathan Dias, ndias@malahide.ca; Allison Adams, aadams@malahide.ca; Eric Steele, esteele@mbpc.ca; Karsten Brix, kbrix@malahide.ca; Steven Tripp, stripp@malahide.ca

**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



REPORT NO. PW- 24-40

TO: Mayor & Members of Council
DEPARTMENT: Public Works
MEETING DATE: November 7, 2024
SUBJECT: Request to Withdraw Drain Petition - Coelho

RECOMMENDATION:

THAT Report No. PW- 24-40 entitled "Request to Withdraw Drain Petition - Coelho" be received;

AND THAT Council authorize the Clerk to accept the request to withdraw the drainage petition from Tristan Coelho, the original petitioner.

PURPOSE & BACKGROUND:

As Council is aware, the Township of Malahide received a petition for drainage from a landowner at 9102 Carter Road. Tristan Coelho had requested a municipal drain(s) be constructed south of Talbot Line to alleviate drainage issues he is having on his property.

John M. Spriet, P. Eng. of Spriet Associates was appointed by Council to investigate the property and prepare an engineer's report to address the petition.

COMMENTS & ANALYSIS:

Notices were sent to landowners in the surrounding area, inviting them to attend the on-site meeting as mandated by the *Drainage Act, R.S.O. 1990*. The meeting was held on May 23, 2024, with several local landowners in attendance.

The Township of Malahide has received a request from the original petitioner, Mr. Coelho, to withdraw his petition and halt the municipal drain process. He intends to pursue a private solution for his drainage issue.

FINANCIAL IMPLICATIONS:

Costs for the project will be invoiced directly to, Mr. Coelho, who was the sole original petitioner.

There are no costs to the Township at this time.

LINK TO STRATEGIC & OPERATIONAL PLANS:

N/A

CONSULTATION:

- Spriet Associates
- Tristan Coelho

ATTACHMENTS:

None

Prepared by: B. Lopez, Engineering Technologist/Drainage Superintendent

Reviewed by: J. Godby, Director of Public Works

Approved by: N. Dias, Chief Administrative Officer



REPORT NO. EM-24-01

TO: Mayor & Members of Council
DEPARTMENT: Fire & Emergency Services
MEETING DATE: November 7, 2024
SUBJECT: **PORT BRUCE ICE BREAKING SERVICES**

RECOMMENDATION:

THAT Report No. EM-24-01 entitled “Port Bruce Icebreaking Services” be received;

AND THAT Malahide Township, as the benefiting municipality, does hereby accept the quotation submitted by Higgs & Higgs Inc. to provide Ice Breaking Services in Port Bruce from January 1 to March 31, 2025.

PURPOSE & BACKGROUND:

In previous years, the early mitigation and removal of ice in the harbour area was beneficial in mitigating potential flood conditions in Port Bruce during this period.

COMMENTS & ANALYSIS:

There was only one bidder on this tender, Higgs and Higgs Inc. who tendered a bid on dragline with a 100 ft boom and a 2.0-yard bucket. The Tender result is as follows:

- Higgs & Higgs Inc.: Estimated Cost: \$56,000.00

Estimated cost is calculated by totaling stand by rates from January 1st to March 31st, the mobilization rate, lighting and an estimated forty hours of operating. The 2024 overall cost to the Township was \$46,000.00, with this total only being standby costs as no ice breaking was required in the 2024 season. Ice Breaking is included within the Township’s Emergency Management operating budget. The equipment proposed by the contractor meets the recommendations provided to us by Catfish Creek Conservation Area (CCCA) and Higgs and Higgs Inc. is the same contractors that were selected in the 2024 contract.

CCCA will still be responsible for monitoring and forecasting flood warnings as they were previously. Staff will follow recommendations provided by CCCA but the

responsibility to dispatch ice breaking itself will be the responsibility of the Fire Chief, Jeff Spoor and the Roads and Construction Manager Ryan DeSutter.

It is noted that there are currently no Provincial or Federal funding grants available to the Township or CCA to contribute funds for this yearly project. Staff will continue to explore these possibilities.

FINANCIAL IMPLICATIONS:

As the ice breaking equipment contract is to be in place from January 1, 2025, through March 31, 2025, sufficient funding for the proposed project/program will be included in the Draft 2025 Budget if approved by Council.

ATTACHMENTS:

None

Prepared by: J. Spoor, Director of Fire & Emergency Services

Approved by: N. Dias, Chief Administrative Officer



REPORT NO. F-24-07

TO: Mayor & Members of Council
DEPARTMENT: Fire & Emergency Services
MEETING DATE: November 7, 2024
SUBJECT: Emergency Services Quarterly Activity Report (July-September)

RECOMMENDATION:

THAT Report No. F-24-07 entitled “Emergency Services Quarterly Activity Report (July – September)” be received.

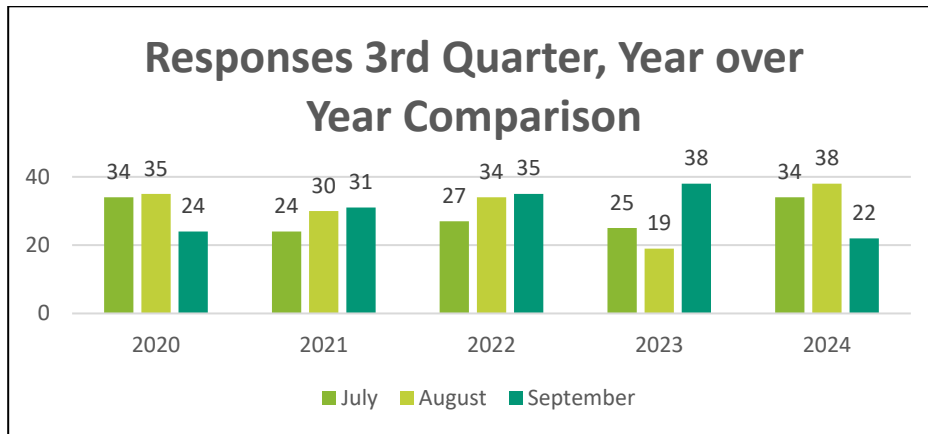
PURPOSE & BACKGROUND:

This report provides information for the third quarter of 2024, including July 1st to September 30th, 2024.

COMMENTS & ANALYSIS:

Department Responses

The Malahide Fire Services responded to ninety-four (94) incidents this quarter as compared to eighty-two (82) in 2023, ninety-six (96) in 2022, eighty-five (85) in 2021, and ninety-three (93) in 2020. A comparison of these incidents to the same quarter of previous years is shown in the bar graph below.



Listed below is a breakdown of the type of incidents. Medical incidents accounted for fifty-five (55%) of all incidents in this quarter. The average age of persons requiring medical response was 56, with 36.5% being male, 59.6% being female and 3.9% unknown.

Quarterly Incidents by Type	#
Fire	5
Burn Complaint	9
Alarm Malfunction	3
Smoke Alarm (NO FIRE)	3
CO Alarm	1
Public Hazard	4
Technical Rescue MVC	14
Technical Rescue Other	0
Medical	52
Assist Other Fire Department	2
Assist Police	1
TOTAL:	94

Fire Events Loss/Save

There were five (5) fires with a combined estimated total dollar loss of \$651,750.00, and a total estimated dollar saved of \$898,500.00.

Fire Prevention and Public Education

The following fire safety messages have been used this quarter;

July – “Pot fire – Put a lid on it”

August – “Practice your home escape plan”; and

“Interested in joining Malahide FD? South Station Open House – Aug 24, 1-4pm
Lyons Station Open House – Sep 21, 1-4pm”

September – “Do you know your 911 number and street/road”;

“Interested in joining Malahide FD? Lyons Station Open House – Sep 21, 1-4pm”; and

“Check your smoke alarms on Sep 28 Saved by the Beep”

Fire Prevention Staff participated in four (4) community events in the second quarter: Tim Horton’s Camp Day, Fire Safety Presentation at Springfield Library, Fire Safety Presentation at Springfield Public School, as well as the second annual Saved by the Beep campaign. As part of this campaign, members of Malahide Fire Services went door-to-door in Copenhagen, Lyons, and Springfield communities to test and (if needed) install working smoke alarms. Over 120 residences were visited.

Saved by the Beep

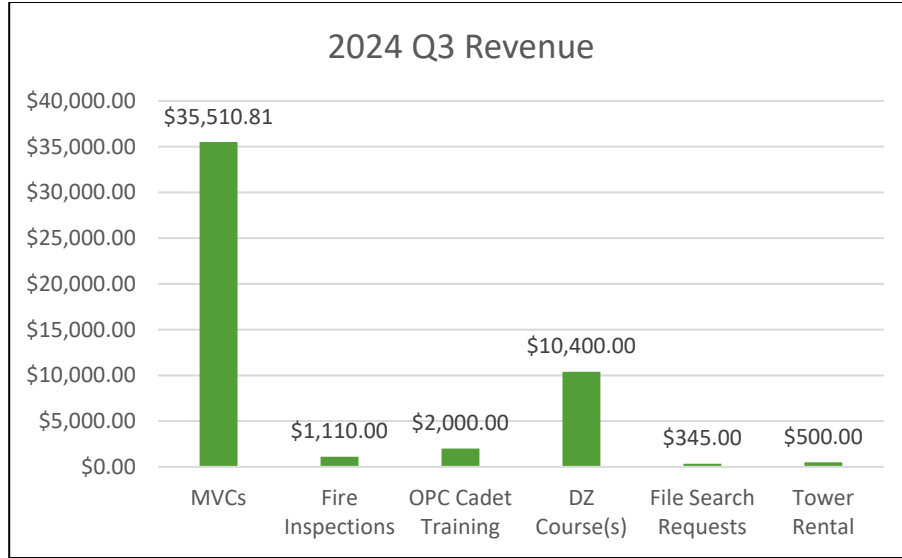
The second annual Saved by the Beep campaign was launched on September 24, 2024 at Malahide South Fire Station. Representatives from Kidde were in attendance to present 504 working smoke alarms (worth \$20,000) to the Township of Malahide in support of our effort to ensure every resident of the Township has a working smoke alarm. The Elgin

County Fire Chiefs, a representative from the OFM, as well as various media representatives were in attendance.



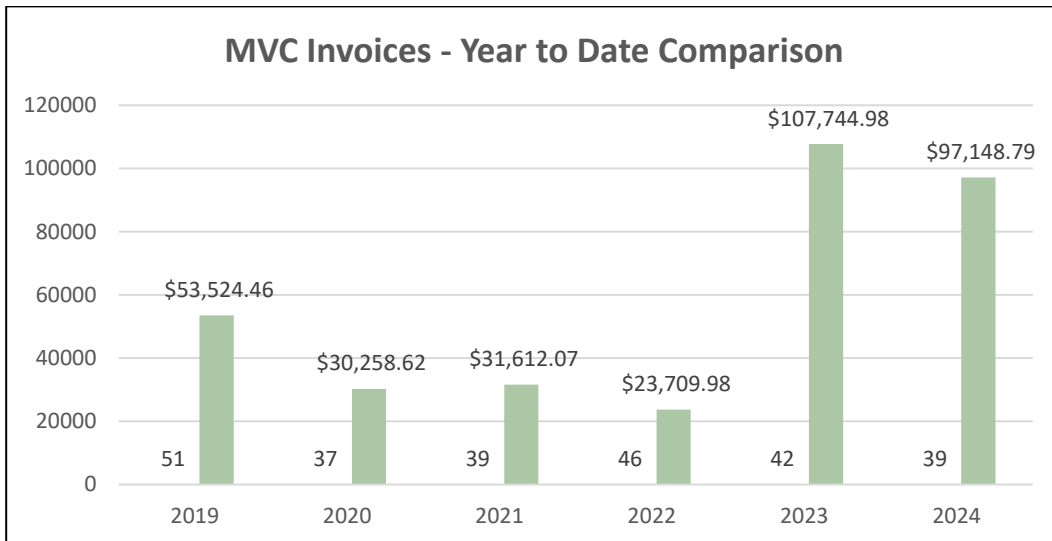
Total Quarterly Revenue

Malahide Fire Services Revenue in the second quarter of 2024 is \$49,865.81 (before applicable HST). This revenue is derived from providing services at MVCs, DZ Course, OPC Cadet Training, File Search Requests, Fire Inspections and Tower Rental as depicted in the graph below.



Motor Vehicle Collision Cost Recovery

Malahide Fire Services responded to fourteen (14) motor vehicle collisions (“MVC”) in the third quarter for a total of thirty-nine (39) MVCs to date in 2024. Year-to-date invoicing for services rendered, and total for prior years, is provided below:



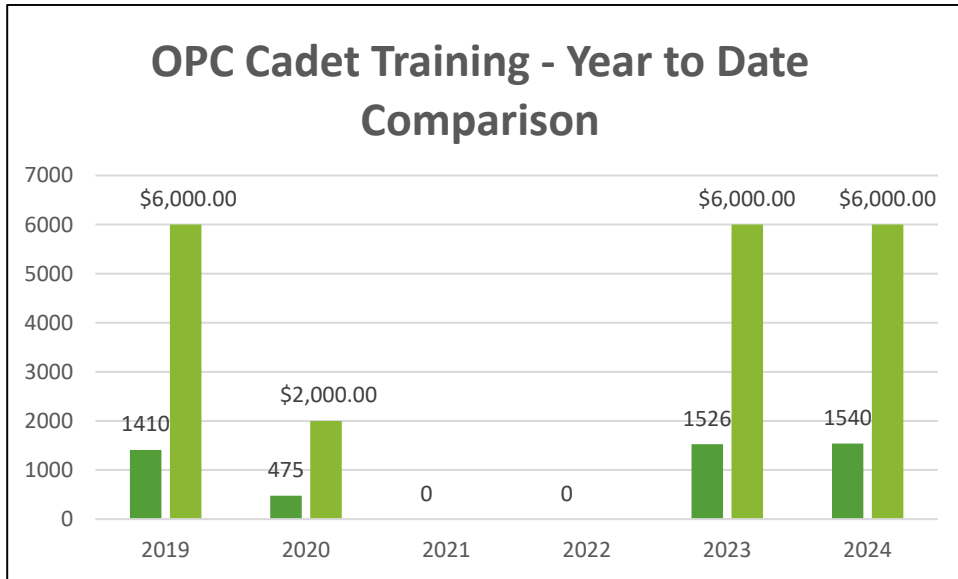
Fire Safety Inspections

For this quarter, staff conducted one (1) inspection. There were eleven (11) orders for non-compliance issued from these inspections.

Ontario Police College (“OPC”)

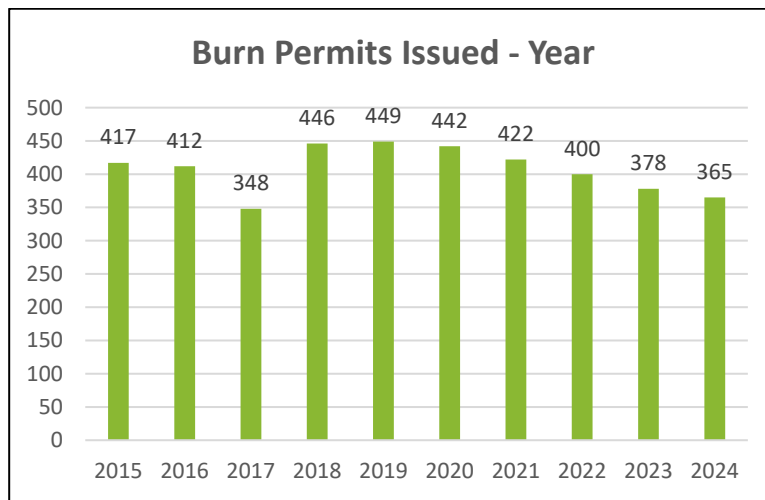
To date in 2024, the Malahide Fire Services staff have trained 1,540 Police Cadets. The current agreement with the Ontario Police College is that they will reimburse Malahide Fire Service \$2,000.00 per session as well as cover the cost of any equipment that is damaged during any presentation.

In the below bar graph, the total number of cadets trained per year is shown in blue, and the amount invoiced to the OPC is shown in light blue:



Burn Permits

52 burn permits were issued in the third quarter of 2024.



Third Quarter Events

Below is a brief list of Malahide Fire Services events that are scheduled in the fourth quarter:

- October 6-12: Fire Prevention Week
 - Scheduled to visit four (4) elementary schools for Fire Safety/Awareness Presentations, Colouring Contests
- October 9: OPC Cadet Training
- November 28-30, December 1: Annual Food Drive

Prepared by: J. Spoor, Director of Fire & Emergency Services

Reviewed by: J. Spoor, Director of Fire & Emergency Services

Approved by: N. Dias, Chief Administrative Officer

THE CORPORATION OF THE TOWNSHIP OF MALAHIDE**BY-LAW NO. 24-63**

Being a By-law to appoint Aird & Berlis LLP as the Integrity Commissioner and Closed Meeting Investigator for the Township of Malahide.

WHEREAS section 223.3 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes a municipality to appoint an Integrity Commissioner, who reports to Council and who is responsible for performing in an independent manner the functions assigned by the municipality;

AND WHEREAS section 223.13 of the Municipal Act, 2001 authorizes a municipality to appoint an Ombudsman, who reports to Council and who is responsible for performing in an independent manner the functions assigned by the municipality;

AND WHEREAS section 239.2 of the Municipal Act, 2001 authorizes a municipality to appoint a Closed Meeting Investigator, who reports to Council and who is responsible for performing in an independent manner the functions assigned by the municipality

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Malahide **HEREBY ENACTS AS FOLLOWS:**

1. THAT Aird & Berlis LLP is hereby appointed as Integrity Commissioner for the Township of Malahide and is assigned all of the functions set out in subsection 223.3(1) of the Municipal Act, 2001.
2. THAT Aird & Berlis LLP is hereby appointed as Closed Meeting Investigator for the Township of Malahide and is assigned all of the functions set out in section 239.2 of the Municipal Act, 2001.
3. THAT the appointments set out above shall be effective as of January 1, 2025-May 31, 2027.
4. THAT the Mayor and Clerk are hereby authorized and directed to execute all documents with Aird & Berlis LLP on behalf of the Corporation of the Township of Malahide.
5. THAT By-law 22-80 is repealed in its entirety on January 1, 2025.

READ a **FIRST** and **SECOND** time this 7th day of November, 2024.

READ a **THIRD** time and **FINALLY PASSED** this 7th day of November, 2024.

Mayor, D. Giguère

Clerk, A. Adams



REPORT NO. PW-24-41

TO: Mayor & Members of Council

DEPARTMENT: Public Works

MEETING DATE: November 7, 2024

SUBJECT: Commemorative Asset Dedication Policy

RECOMMENDATION:

THAT Report No. PW- 24-41 entitled “Commemorative Asset Dedication Policy” be received;

AND THAT Council approve the Commemorative Asset Dedication Policy attached to this report.

AND FURTHER THAT Council direct staff to draft a report and modified agreement for accepting the donation of the commemorative rock from the Springfield Swans.

PURPOSE & BACKGROUND:

The purpose of this policy is to establish a procedure that will provide a clear, consistent and timely process for the installation of commemorative assets on Township property. The policy will also establish a formal inventory of commemorative assets placed on municipal lands for future reference by staff and others who may have an interest in the program.

COMMENTS & ANALYSIS:

On occasion, Malahide staff receive requests from individuals and groups to purchase commemorative assets or provide other commemorative donations to the municipality. The Commemorative Asset Dedication Policy establishes the framework to facilitate this process. Throughout 2024 it has been identified that Malahide currently has no clear policy/procedure in place for staff to follow for the purchase, installation and maintenance of commemorative items.

This policy sets out the procedures staff will follow for the sale of commemorative assets such as but not limited to a bench, picnic table, and/or chair, sets out available locations, and the time period for which commemorative assets and plaques are to be inspected for maintenance concerns and repairs.

Policy Highlights:

- **Initial Request:** The purchaser contacts the Township to request the purchase of a commemorative item to honour someone. They may select from available commemorative options in designated municipal areas (excluding cemeteries).
- **Selection of Location:** The Director of Public Works or designate will assist the purchaser in choosing a suitable location that aligns with both the purchaser's and the Township's requirements.
- **Placement Order and Timeline:** After finalizing the location and item details, the Township places the commemorative item order, which generally includes a plaque. Installation of the item occurs approximately 8-12 weeks post-order, although delays may occur during winter.
- **Plaque Inscription:** The Township reviews and approves the plaque inscription to ensure it meets policy standards before installation.
- **Ownership and Payment:** The Township owns the commemorative item, while the plaque (upon full payment) becomes the purchaser's property.
- **Maintenance and Restrictions:** Maintenance of the item is overseen by the Township, with no alterations or decorations allowed by the purchaser. Vandalism or theft-related plaque replacements are at the purchaser's discretion and cost.
- **Contract Term and Renewal:** The contract lasts 10 years from the installation date, renewable for another 10 years with a fee. If the contract is not renewed, the Township removes and attempts to return the plaque to the purchaser.
- **Termination Options:** The purchaser can terminate the contract at any time. If the contract is terminated by either party within the first 10 years, a non-refundable or prorated refund policy applies, depending on who terminates. Post-renewal termination follows a similar refund process.
- **Force Majeure Clause:** The Township does not cover losses due to uncontrollable events, including natural disasters, industrial action, or government mandates.
- **Contact for Inquiries:** For any clarifications or additional support, the purchaser can reach out to the Township through the provided email, ensuring timely responses to their questions or concerns.

Springfield Swans Request:

At the October 17 Council meeting, the Springfield Swans presented a proposal to Malahide Council with respect to placing a large decorative rock at the Memorial Park in Springfield to commemorate George and Rosemary Kennedy's help at the park and throughout Malahide.

While this request does not fully fit within the parameters of the proposed policy, the overarching principles can be applied:

- The decorative rock will become property of the municipality. If the rock was not already sourced the municipality would quote the applicants cost recovery to purchase the rock. The cost under the program will be \$400 plus applicable taxes for care and maintenance of the rock (\$40 per year or \$3.33 per month over 10 years).
- The 10 year commemorative term applies, subject to the applicable renewal terms. In the event that the term is not renewed the municipality has the option to modify the engraving at its discretion. The municipality also reserves the right to remove, relocate the rock as per the proposed policy.

Should Council wish to accept the donation from the Springfield Swans, staff will draft an agreement acknowledging the specific terms relating to this commemorative item.

FINANCIAL IMPLICATIONS:

There is no direct financial implication of approving the recommendations within this report. Finance staff have worked with Public Works to establish a user fee for Commemorative Assets through the standard user fee process where the municipality will invoice applicants on a cost recovery basis for the establishment of their commemorative asset.

LINK TO STRATEGIC & OPERATIONAL PLANS:

- Engage the community: The CAD Policy provides an opportunity for community members to quite literally leave a mark within the municipality.
- Maximize the utilization of all assets - people, facilities, and technology: The CAD Policy provides for the logistics to accept donations of commemorative assets.
- Establish, document, and implement service levels: The CAD Policy provides for established tracking, expectations, rights, terms and conditions associated with the program.

CONSULTATION:

- Chief Administrative Officer
- Director of Corporate Services/Treasurer

- Manager of Legislative Services/Clerk

ATTACHMENTS:

1. Draft Commemorative Asset Dedication Policy
2. Draft Commemorative Asset Dedication Application
3. Request from Springfield Swans re: decorative rock

Prepared by: J. Godby, Director of Public Works

Approved by: N. Dias, Chief Administrative Officer



Section:	Administration
Policy Title:	Commemorative Asset Dedication Policy
Policy No.:	A09-CORP-006
Approved By:	Council
Effective Date:	2024-
Revised Date:	

COMMEMORATIVE ASSET DEDICATION POLICY

1. POLICY STATEMENT

- 1.1. The Township of Malahide receives requests from individuals and groups to purchase commemorative items to be placed on Municipal lands. The Township of Malahide is obligated to protect all parkland, natural heritage features, trails, Port Bruce pier and cemeteries, while providing opportunities for families/organizations to honour those who were important to them.

2. PURPOSE

- 2.1. The Commemorative Asset Dedication Program establishes options for individuals or community organizations to commemorate assets while coordinating the operations of installation and purchase with staff.

3. LOCATION & INSTALLATION

- 3.1. Corporation of the Township of Malahide (Township) staff will work with the Purchaser to select a location that meets the Purchaser's needs as well as the Township's needs. In evaluating the proposed location the Township will consider the following:

(1) Use and Design Considerations

- **Intended Use of the Space:** Ensure the asset aligns with the cultural and historical significance of the area and the intended function of the space.
- **Space Availability:** Ensure adequate space for potential future additions or modifications in the area. The Township should have sufficient access and capacity to maintain the asset over time in the proposed location including potential repairs and cleaning.
- **Pedestrian Flow:** Confirm that the asset does not obstruct pathways, entrances, or other areas heavily used by the public.

- **Compliance with Accessibility Standards:** Ensure the asset location meets standards such as the Accessibility for Ontarians with Disabilities Act (AODA) to allow ease of use for all individuals, including those with disabilities.
- **Visual Integration:** Confirm that the design and placement of the asset complements the existing landscape and nearby structures. The asset should be visible and in a safe location to deter vandalism and enhance safety for users.

(2) Environment and Infrastructure Impact

- **Ecological Sensitivity:** Assess whether the asset location is within a protected or environmentally sensitive area, such as wetlands, protected green spaces, or habitats for local wildlife. Placement of the asset should not disrupt existing plant life or contribute to soil erosion.
- **Infrastructure:** Evaluate whether placing the asset will disrupt existing or proposed infrastructure.
- **Alignment with Long-Term Plans:** Verify that the proposed location does not conflict with future municipal projects, developments, or changes to the landscape.

(3) Legal and Policy Considerations

- **Municipal By-Laws:** Ensure the proposed location complies with Provincial legislation and local by-laws.
- **Property Ownership:** Verify that the location is on Township owned land and not placed within any easements or drains.

- 3.2. Staff will provide a report to Council evaluating the proposed location of the commemorative asset as per Section 3.1. Council may gather the submission of public comments to assist its deliberation prior to reaching a final decision on the location of the commemorative asset. The Township reserves the right to reject the commemorative asset and/or the proposed location at its absolute discretion.
- 3.3. Commemorative items can be ordered by the Township throughout the year. Plaques are typically installed eight to twelve (8-12) weeks following the placement of an order. During winter months access to some locations may not be possible so the installation may be delayed.
- 3.4. Cemetery locations are not available for placement.
- 3.5. The Township reserves the right to temporarily move or permanently relocate a commemorative item at any time at its absolute discretion.
- 3.4 The Township reserves the right to approve the plaque's inscription at its absolute discretion.

4. OWNERSHIP

- 4.1. Commemorative items are the property of the Township, and will be purchased by the Township.
- 4.2. Plaques affixed to the commemorative items are the property of the Purchaser after full payment is submitted by the Purchaser under this program.

5. MAINTENANCE, REPAIRS & VANDALISM

- 5.1 The Township reserves the right to determine the level of maintenance required on commemorative items.
- 5.2 The Township prohibits the resurfacing or repair of any commemorative item by any person other than municipal employees or agents as appointed by the Township.
- 5.3 Placement of memorial wreaths, flowers, or other items on or around the commemorative item is not permitted.
- 5.4 The Purchaser acknowledges that the commemorative item, could be subject to vandalism or theft. In the event the plaque affixed to commemorative item is subject to vandalism or theft, the replacement of the plaque is at the discretion and expense of the Purchaser.

6. CONTRACT TERM & RENEWAL

- 6.1. This contract shall last a term of ten (10) years starting from the installation date of the Purchaser's customized plaque on a commemorative item by the Township.
- 6.2. This Contract may be renewed for a fee as per the Township's current User Fee By-law every ten (10) years from the installation date upon mutual consent from both Purchaser and Township.
- 6.3. Once the contract term has reached fruition, terminated, or not renewed, the Township will remove the Purchaser's plaque from the commemorative item and attempt to return this plaque to the Purchaser for their retention.

7. TERMINATION

- 7.1. The Purchaser may terminate this Contract at any time and for any reason.
- 7.2. The Township reserves the right to terminate this Contract at any time and for any reason.
- 7.3. The contract fee shall be non-refundable upon the termination of this Contract by the Purchaser in the first ten (10) years of the Contract.
- 7.4. Upon termination of this Contract by the Township in the first ten (10) years of the Contract, there shall be a prorated refund of the contract fee based on the number of months that the Contract was in effect during such months over the ten (10) year term.

- 7.5. Upon termination of this Contract by the Purchaser after the first ten (10) years of the Contract, the renewal fee shall be non-refundable upon the termination of this Contract.
- 7.6. Upon termination of this Contract by the Township after the first ten (10) years of the Contract, there shall be a prorated refund of the renewal fee based on the number of months that the Contract was in effect during such months over the ten (10) year renewal term.

8. FORCE MAJEURE

- 8.1. The Township does not accept liability or pay compensation for any loss, damage or expense where the performance of its service is prevented or affected by reason of force majeure. Force Majeure means any event which the Township could not, even with all due care, foresee or avoid such as war or threat of war, riots, civil strife, terrorist activity, industrial action, natural or nuclear disaster, fire, adverse weather conditions, closure of airports or ports, technical problems with transport, governmental action and all other similar events.

9. INDEMNIFICATION

- 9.1 The Purchaser agrees to indemnify the Township and each of their respective officers, directors, employees and agents from and against any claim, cause of action or demand, including without limitation reasonable legal and accounting fees in any action filed or commenced by any third party against the Township as a result of (i) the breach of this Contract or the documents made part of this Contract by reference, (ii) the violation of any law or the rights of a third party or (iii) the use of our facilities.

10. CONTACT INFORMATION

- 10.1 If there are any questions or concerns about these terms or if further assistance is required, contact info@malahide.ca. Questions or concerns will be responded to promptly after we receive them.



COMMEMORATIVE ASSET DEDICATION APPLICATION

Purchaser's Information

NAME	
ADDRESS	
PHONE NUMBER	
EMAIL	

Commemorative Asset with Plaque

Cost Recovery + 10 year contract fee

Plaque Inscription

Preferred Location of Item

--

*This section to be filled out by staff

Payment Date: _____

Installation Date: _____

Renewal Date: YYYY-MM-DD

TEN (10) YEAR CONTRACT: Full payment is to be submitted with a completed application form to the Township of Malahide. Payment of the contract fee covers the first ten (10) years of the contract term, plus a personalized engraved plaque from installation date.

RENEWAL FEE: This Contract may be renewed for a fee as per the Township's current User Fee By-law every ten (10) years from installation date.



Program Terms and Conditions

1. POLICY STATEMENT

- 1.1. The Township of Malahide receives requests from individuals and groups to purchase commemorative items to be placed on Municipal lands. The Township of Malahide is obligated to protect all parkland, natural heritage features, trails, Port Bruce pier and cemeteries, while providing opportunities for families/organizations to honour those who were important to them.

2. PURPOSE

- 2.1. The Commemorative Asset Dedication Program establishes options for individuals or community organizations to commemorate assets while coordinating the operations of installation and purchase with staff.

3. LOCATION & INSTALLATION

- 3.1. Corporation of the Township of Malahide (Township) staff will work with the Purchaser to select a location that meets the Purchaser's needs as well as the Township's needs. In evaluating the proposed location the Township will consider the following:

(1) Use and Design Considerations

- **Intended Use of the Space:** Ensure the asset aligns with the cultural and historical significance of the area and the intended function of the space.
- **Space Availability:** Ensure adequate space for potential future additions or modifications in the area. The Township should have sufficient access and capacity to maintain the asset over time in the proposed location including potential repairs and cleaning.
- **Pedestrian Flow:** Confirm that the asset does not obstruct pathways, entrances, or other areas heavily used by the public.
- **Compliance with Accessibility Standards:** Ensure the asset location meets standards such as the Accessibility for Ontarians with Disabilities Act (AODA) to allow ease of use for all individuals, including those with disabilities.
- **Visual Integration:** Confirm that the design and placement of the asset complements the existing landscape and nearby structures. The asset should be visible and in a safe location to deter vandalism and enhance safety for users.

(2) Environment and Infrastructure Impact

- **Ecological Sensitivity:** Assess whether the asset location is within a protected or environmentally sensitive area, such as wetlands, protected green spaces, or habitats for local wildlife. Placement of the asset should not disrupt existing plant life or contribute to soil erosion.
- **Infrastructure:** Evaluate whether placing the asset will disrupt existing or proposed infrastructure.
- **Alignment with Long-Term Plans:** Verify that the proposed location does not conflict with future municipal projects, developments, or changes to the landscape.



(3) Legal and Policy Considerations

- Municipal By-Laws: Ensure the proposed location complies with Provincial legislation and local by-laws.
 - Property Ownership: Verify that the location is on Township owned land and not placed within any easements or drains.
- 3.2. Staff will provide a report to Council evaluating the proposed location of the commemorative asset as per Section 3.1. Council may gather the submission of public comments to assist its deliberation prior to reaching a final decision on the location of the commemorative asset. The Township reserves the right to reject the commemorative asset and/or the proposed location at its absolute discretion.
- 3.3. Commemorative items can be ordered by the Township throughout the year. Plaques are typically installed eight to twelve (8-12) weeks following the placement of an order. During winter months access to some locations may not be possible so the installation may be delayed.
- 3.4. Cemetery locations are not available for placement.
- 3.5. The Township reserves the right to temporarily move or permanently relocate a commemorative item at any time at its absolute discretion.
- 3.4 The Township reserves the right to approve the plaque's inscription at its absolute discretion.

4. OWNERSHIP

- 4.1. Commemorative items are the property of the Township, and will be purchased by the Township.
- 4.2. Plaques affixed to the commemorative items are the property of the Purchaser after full payment is submitted by the Purchaser under this program.

5. MAINTENANCE, REPAIRS & VANDALISM

- 5.1 The Township reserves the right to determine the level of maintenance required on commemorative items.
- 5.2 The Township prohibits the resurfacing or repair of any commemorative item by any person other than municipal employees or agents as appointed by the Township.
- 5.3 Placement of memorial wreaths, flowers, or other items on or around the commemorative item is not permitted.
- 5.4 The Purchaser acknowledges that the commemorative item, could be subject to vandalism or theft. In the event the plaque affixed to commemorative item is subject to vandalism or theft, the replacement of the plaque is at the discretion and expense of the Purchaser.

6. CONTRACT TERM & RENEWAL

- 6.1. This contract shall last a term of ten (10) years starting from the installation date of the Purchaser's customized plaque on a commemorative item by the Township.
- 6.2. This Contract may be renewed for a fee as per the Township's current User Fee By-law every ten (10) years from the installation date upon mutual consent from both Purchaser and Township.



- 6.3. Once the contract term has reached fruition, terminated, or not renewed, the Township will remove the Purchaser's plaque from the commemorative item and attempt to return this plaque to the Purchaser for their retention.

7. TERMINATION

- 7.1. The Purchaser may terminate this Contract at any time and for any reason.
- 7.2. The Township reserves the right to terminate this Contract at any time and for any reason.
- 7.3. The contract fee shall be non-refundable upon the termination of this Contract by the Purchaser in the first ten (10) years of the Contract.
- 7.4. Upon termination of this Contract by the Township in the first ten (10) years of the Contract, there shall be a prorated refund of the contract fee based on the number of months that the Contract was in effect during such months over the ten (10) year term.
- 7.5. Upon termination of this Contract by the Purchaser after the first ten (10) years of the Contract, the renewal fee shall be non-refundable upon the termination of this Contract.
- 7.6. Upon termination of this Contract by the Township after the first ten (10) years of the Contract, there shall be a prorated refund of the renewal fee based on the number of months that the Contract was in effect during such months over the ten (10) year renewal term.

8. FORCE MAJEURE

- 8.1. The Township does not accept liability or pay compensation for any loss, damage or expense where the performance of its service is prevented or affected by reason of force majeure. Force Majeure means any event which the Township could not, even with all due care, foresee or avoid such as war or threat of war, riots, civil strife, terrorist activity, industrial action, natural or nuclear disaster, fire, adverse weather conditions, closure of airports or ports, technical problems with transport, governmental action and all other similar events.

9. INDEMNIFICATION

- 9.1 The Purchaser agrees to indemnify the Township and each of their respective officers, directors, employees and agents from and against any claim, cause of action or demand, including without limitation reasonable legal and accounting fees in any action filed or commenced by any third party against the Township as a result of (i) the breach of this Contract or the documents made part of this Contract by reference, (ii) the violation of any law or the rights of a third party or (iii) the use of our facilities.

10. CONTACT INFORMATION

- 10.1 If there are any questions or concerns about these terms or if further assistance is required, contact info@malahide.ca. Questions or concerns will be responded to promptly after we receive them.



Purchaser's Signature

**THE CORPORATION OF THE
TOWNSHIP OF MALAHIDE**

Purchaser's Name

Name

Date

Date

* Finalized Notes – (this section to be filled out by staff)

September 27, 2024

Proposal to Malahide Council

Springfield Swans have been offered a large, decorative rock (See Picture A) that we would like placed in the Memorial Park in remembrance of community members. We have given this some consideration due to the size of the rock but feel a corner area could be utilized and create a space to commemorate George Kennedy (and Rosemary) for all their help through the years at the Park and in Malahide.

Our first option is to add a flower bed area near the back of the property in the Memorial Park that is owned by the Township near the pine tree. (See picture B) We would expand the bed under the tree. We are thinking "Kennedy's Corner" and will add to the current engraving. The next option would be along the west side (the drone shot is older and does not show the cap rock and parking area). We could add the rock in the back corner at the south end of the parking by the gazebo as shown in the pic. We will assume the cost to move the rock and create the garden area. We just need your approval to do so.

However, there is a short time factor as the property where the rock currently sits is for sale and will most likely be sold by the end of December this year. We have confirmed with Shackelton Landscaping that they are able to prepare the area, and we have a mover for the rock lined up. If there is any damage to the grassed area, we will be sure to fix it, too.

We are hoping, upon Councils approval, that we can complete this project as soon as possible. Prior to Remembrance Day would be great as we will start decorating for the Winter Wonderland Display right after that. The engraving we would like to do probably cannot be completed until some time in 2025 as they will need to do it on site and are booked this fall.

PICTURE A



PICTURE B



OVERVIEW of the Memorial Park.



The yellow area is the approximate location of the cap rock surrounding the parking area that was installed two years ago.

OPTION ONE - The purpled oval is the area where we would like to create "Kennedy's Corner" at the back of the park by the pine tree and incorporate into the bed.

OPTION TWO - The green oval is the area is our second choice for "Kennedy's Corner" at the west side as seen in the picture to the right.





REPORT NO. PW-24-38

TO: Mayor & Members of Council
DEPARTMENT: Public Works
MEETING DATE: November 7, 2024
SUBJECT: Recreation Software

RECOMMENDATION:

THAT Report No. PW-24-38 entitled “Recreation Software” be received;

AND THAT Council approves the allocation of funds for the purchase and implementation of a new recreation management software, with a total investment of \$14,000, funded through the Modernization Fund.

PURPOSE & BACKGROUND:

The Township’s current recreation management processes rely heavily on manual operations, which include program registrations, facility bookings, and customer service functions. This has resulted in inefficiencies, increased administrative burden, and limits in providing a seamless user experience to residents.

A number of comprehensive software solutions designed specifically for municipalities to manage recreation services exist. They offer functionalities such as online registration, facility scheduling, payment processing, and reporting. By implementing this software, the Township aims to streamline operations, improve customer service, and increase overall efficiency in its recreation programs.

COMMENTS & ANALYSIS:

The transition to a new software will provide several key benefits, including:

- **Improved Efficiency:** The software automates the registration and booking process, reducing manual data entry and administrative errors (such as double-booking).
- **Enhanced User Experience:** The software offers online services that enable residents to register for programs and book facilities at their convenience, improving accessibility.

- **Financial Oversight:** The integrated financial tracking feature ensures accurate, real-time monitoring of revenues from recreation services, aiding in effective budgeting and reporting.
- **Reporting and Analytics:** The software provides robust reporting tools to generate valuable insights on usage patterns, program performance, and customer demographics, supporting data-driven decision-making.
- **Compliance:** The software ensures adherence to privacy regulations and other compliance requirements, reducing risk for the Township.

Staff are currently evaluating multiple software platforms, each with very similar features and similar implementation and operating costs. If this request is approved, staff will select the software provider and begin implementation as soon as possible, with the intention to have the new software and processes fully operational in January 2025.

FINANCIAL IMPLICATIONS:

The cost to acquire and implement new software is estimated at \$14,000. This includes software licensing fees, initial setup costs, staff training, and ongoing maintenance fees.

It is recommended that the funding for this purchase be allocated from the Modernization Fund. Any annual maintenance and licensing fees for subsequent years will be incorporated into the operating budget starting in 2025.

ATTACHMENTS:

None

Prepared by: A. Boylan, Director of Corporate Services/Treasurer
J. Godby, Director of Public Works

Approved by: N. Dias, Chief Administrative Officer



AMO Watchfile



October 17, 2024

In This Issue

- Get access to MIDAS!
- Ontario investing in transportation for rural communities.
- Apply for the Community Emergency Preparedness Grant Funding.
- Community Sport and Recreation Infrastructure Fund - October 29 deadline.
- Funding Available: Agricultural Workforce Equity and Diversity Initiative.
- ERO posting on Electricity Energy Efficiency Framework.
- ERO posting on Additional Residential Units Regulation.
- IESO and MNR Webinar on LT2 Procurement and Project Siting.
- ROMA 2025 Annual Conference - *Rural Routes*.
- ROMA 2025 *Rural Routes*: Exhibitor and sponsorship opportunities.
- Foundations in Planning & Advanced Land Use Planning - October virtual workshops.
- Open mic session - Ask Canoe Anything!
- LAS winter webinars.
- Geothermal Drilling and Aquifer Protection Leading Practices Guide.
- Registration open for Western Ontario Municipal Conference.
- Careers.

AMO Matters

MIDAS - the [Municipal Information & Data Analysis System](#) - provides access to the Financial Information Returns (FIRs) data to all Ontario municipalities. MIDAS converts FIR data into meaningful reports. For access, municipal elected officials and municipal staff can email MIDASAdmin@amo.on.ca.

Provincial Matters

The province is investing \$5M annually to help smaller communities build safe and reliable transit services through the new Ontario Transit Investment Fund (OTIF). Municipalities [can apply for OTIF funding](#) on an ongoing basis, with programs expected to begin in 2025.

Ontario has announced an additional \$5 million through an application-based program to help increase emergency preparedness. CEPG offers funding for equipment and services to strengthen local emergency readiness. Municipalities under 100,000 are eligible to apply. [Applications are due October 31, 2024](#).

The Ontario government's [Community Sport and Recreation Infrastructure Fund](#) will revitalize existing infrastructure and support new construction across the province. Apply by October 29, 2024 for repair and rehabilitation projects.

[Application intake](#) is open until December 3 for organizations including municipalities to support underrepresented groups in starting or growing their own agri-food business.

The Ministry of Energy is [seeking comments](#) on a proposed energy efficiency framework to improve energy affordability and expand efficiency programs offered by local distribution corporations. The Ministry of Municipal Affairs and Housing is [seeking comments](#) on a proposed regulation that would override municipal by-laws to remove barriers to building additional residential units.

The IESO and Ministry of Natural Resources are hosting a webinar on October 22 to provide clarity on project siting and updates on the LT2 RFP. [Registration is now open.](#)

Education Opportunities

Register for the ROMA 2025 Annual Conference by **October 31** to access early bird rates. For full registration and hotel information, [click here.](#)

Don't be disappointed! Book your trade show booth today to ensure your participation in the 2025 ROMA Conference. Limited spaces available. Download the [exhibitor package](#) or [sponsorship package](#) today.

[Foundations in Land Use Planning](#) familiarizes participants with legislation, processes, and provides real life examples to give a deep understanding and insight into important planning matters. From a strategic perspective, [Advance Land Use Planning](#) analyzes case studies and real life examples through instructor lead instruction and group discussion.

LAS

Looking to learn more about the [Canoe Procurement Group](#)? Join the 'Ask Canoe Anything' open mic webinar on October 30 at 11am to have all your questions answered. [Click here](#) for more information and to register.

LAS has a few more webinars for the remainder of 2024. Visit our [website](#) to learn more and to register.

Municipal Wire*

On October 22 at 11am the Ontario Geothermal Association (OGA) will present leading practices to support municipal understanding of drilling processes for geo-exchange low carbon energy systems and protection of local aquifers and water supply systems. [Register here.](#)

WOWC is holding its annual [Western Ontario Municipal Conference](#) in Chatham-Kent on October 25, 2024. Explore and collaborate on a wide range of topics affecting our municipalities.

Careers

[Program Analyst - Association of Municipalities of Ontario \(AMO\)](#). Closing Date: October 21, 2024.

[Chief Administrative Officer/Clerk - Township of Hornepayne](#). Closing Date: Nov 10, 2024.

[Chief Operating Officer - Kenora District Services Board](#). Closing Date: November 8, 2024

[Manager, Public and Government Relations - Peel Regional Police](#). Closing Date: October 27, 2024

[Planner II - County of Simcoe](#). Closing Date: October 25, 2024.

[Community Planning Project Manager - County of Wellington](#). Closing Date: October 20, 2024.

[Manager, Building Inspections - City of Markham](#). Closing Date: October 31, 2024.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!



October 24, 2024

In This Issue

- Applications open for AMO's 2025 Youth Fellowship Program!
- Ontario investing in transportation for rural communities - apply today!
- Community Emergency Preparedness Grant.
- Community Sport and Recreation Infrastructure Fund - October 29 deadline.
- Funding available: Agricultural Workforce Equity and Diversity Initiative.
- ERO posting on Electricity Energy Efficiency Framework.
- ERO posting on Additional Residential Units Regulation.
- Intake announcement - Canada Housing Infrastructure Fund.
- Applications open for Codes Acceleration Fund.
- New fire weather projections app.
- ROMA 2025 Annual Conference - *Rural Routes*.
- ROMA 2025 *Rural Routes*: Exhibitor and sponsorship opportunities.
- Open mic session - Ask Canoe Anything!
- Registration open for Western Ontario Municipal Conference.
- Careers.

AMO Matters

AMO is seeking applicants for its 2025 Youth Fellowship Program. Please share this opportunity with students and youth interested in local government, governance, and the health of our democracy. Through this Fellowship, participants learn about municipal governance and policy while gaining exposure to real-time issues facing Ontario's municipalities. [Applications](#) are due October 29.

Provincial Matters

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Federal Matters

The \$6 billion Canada Housing Infrastructure Fund launches with \$1 billion for direct municipal and Indigenous infrastructure projects supporting housing-enabling infrastructure. Visit the [CHIF website](#) for [application details](#) and upcoming webinars.

The [Codes Acceleration Fund](#) (CAF) is open to projects geared towards accelerating the adoption and implementation of the higher tiers of the national model energy codes or other mandatory energy regulations. Approximately \$30M in funding available.

The [Canadian Centre for Climate Services](#) launched a new [online app](#) that projects future fire weather conditions. [Register here](#) by November 1 for the November 6 webinar.

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Careers

[Senior Advisor, Regional & Community Engagement - The Independent Electricity System Operator](#).

Closing Date: November 18, 2024.

[Analyst, Recreation Planning - City of Brampton](#). Closing Date: Oct 28, 2024.

[Infrastructure Supervisor - Municipality of Redlake](#). Closing Date: November 24, 2024.

[Municipal Planner - Municipality of Redlake](#). Closing Date: November 24, 2024.

[Integrity Commissioner - Legislative Assembly of Ontario](#). Closing Date: November 20, 2024.

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- ROMA 2025 *Rural Routes*: Exhibit hall 50% sold out.
- Plan your professional development for 2025 with AMO Education Workshops.
- Blog: LAS Commodity Programs Updates.
- Is your team trauma-informed?
- Careers.

Provincial Matters

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Education Opportunities

ROMA is excited to announce Chantal Hébert as the 2025 opening keynote speaker at its Annual Conference who will examine and provide insight into the implications of the current political landscape for rural municipal leaders. [Register for the ROMA Conference today](#).

Book your trade show booth today to ensure your participation in the 2025 ROMA Conference. Limited

spaces available. Download the [exhibitor package](#) or [sponsorship package](#) today.

Our workshops are custom designed for municipal leaders focusing on the issues, skills and tactics that you need as a community leader and decision maker. To help you plan your time and budget for 2025, registration is now open for a number of our in-demand workshops. You can [click here](#) to scroll through our current offerings.

LAS

The LAS Electricity and Natural Gas Procurement Programs provide Ontario municipalities with predictable commodity costs. [Read here](#) to learn more.

Municipal Wire*

Enhance your services with practical, trauma-informed strategies. Foster safety, resilience, and responsiveness in your team and community by integrating trauma-informed practice into your work. [Learn more about this virtual training.](#)

Careers

[City Manager - City of St. Thomas](#). Closing Date: November 11, 2024

[Chief Administrative Officer - City of Orillia](#). Closing Date: November 11, 2024

[Chief Administrative Officer - Township of The Archipelago](#). Closing Date: November 15, 2024

[General Manager, Community and Corporate Services - City of Barrie](#). Closing Date: November 17, 2024.

[Truck and Coach/Automotive Technician Apprentice - City of Thunder Bay](#). Closing Date: November 21, 2024

[Program Manager, Diversity, Equity and Inclusion - Region of Durham](#). Closing Date: November 10, 2024

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télec.: 705 330-4191

File Reference:

612-20

October 4, 2024

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached the OPP municipal policing 2025 Annual Billing Statement package.

This year's billing package includes a statement for the 2023 year-end reconciliation. The final cost adjustment calculated as a result of the 2023 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2025 calendar year.

The final reconciliation of the 2025 annual costs will be included in the 2027 Annual Billing Statement.

For more detailed information on the 2025 Annual Billing Statement package please refer to the resource material available on the internet, www.opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in October/November. An e-mail invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please e-mail OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

A handwritten signature in black ink, appearing to read 'Steve Ridout', written in a cursive style.

Steve Ridout
Superintendent
Commander,
Municipal Policing Bureau

OPP 2025 Annual Billing Statement**Malahide Tp**

Estimated costs for the period January 1 to December 31, 2025

Please refer to www.opp.ca for 2025 Municipal Policing Billing General Information summary for further details.

		<u>Cost per Property \$</u>	<u>Total Cost \$</u>
Base Service	Property Counts		
	Household	3,279	
	Commercial and Industrial	<u>178</u>	
	Total Properties	<u><u>3,457</u></u>	654,879
Calls for Service	(see summaries)		
	Total all municipalities	209,489,870	
	Municipal portion	0.2012%	121.92
			421,484
Overtime	(see notes)	13.88	47,985
Prisoner Transportation	(per property cost)	1.67	5,773
Accommodation/Cleaning Services	(per property cost)	<u>5.70</u>	<u>19,705</u>
Total 2025 Estimated Cost		<u><u>332.61</u></u>	<u>1,149,826</u>
2023 Year-End Adjustment	(see summary)		70,074
Grand Total Billing for 2025			<u><u>1,219,900</u></u>
2025 Monthly Billing Amount			101,658

OPP 2025 Annual Billing Statement

Malahide Tp

Estimated costs for the period January 1 to December 31, 2025

Notes to Annual Billing Statement

- 1) Municipal Base Services and Calls for Service Costs - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2025 billing purposes the allocation of the municipal workload in detachments has been calculated to be 50.7 % Base Services and 49.3 % Calls for Service. The total 2025 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) Base Services - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$189.44 estimated for 2025. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) Calls for Service - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical billable calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) Overtime - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2020, 2021, 2022, and 2023 has been analyzed and averaged to estimate the 2025 costs. The costs incorporate the estimated 2025 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2025 hours and salary rates and included in the 2027 Annual Billing Statement.
- 5) Court Security and Prisoner Transportation (CSPT) - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2025 costs have been estimated based on the 2023 activity levels. These costs will be reconciled to the actual cost of service required in 2025.

There was no information available about the status of 2025 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.
- 6) Year-end Adjustment - The 2023 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2025 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2025 to December 31, 2025

Salaries and Benefits	Positions	Base		Total Base Services and Calls for Service	Base Services	Calls for Service	
		FTE	%				\$/FTE
Uniform Members	Note 1						
Inspector		26.56	100.0	187,318	4,975,177	4,975,177	-
Staff Sergeant-Detachment Commander		8.60	100.0	156,717	1,347,770	1,347,770	-
Staff Sergeant		38.53	100.0	168,657	6,498,335	6,498,335	-
Sergeant		226.23	50.7	143,480	32,459,478	16,460,024	15,999,454
Constable		1,618.15	50.7	120,835	195,529,705	99,147,813	96,381,892
Part-Time Constable		11.97	50.7	91,572	1,096,112	555,839	540,272
Total Uniform Salaries		1,930.04			241,906,577	128,984,959	112,921,618
Statutory Holiday Payout				6,207	11,906,411	6,262,929	5,643,483
Shift Premiums				1,129	2,095,821	1,062,740	1,033,081
Uniform Benefits - Inspector				29.47%	1,466,114	1,466,114	-
Uniform Benefits - Full-Time Salaries				36.38%	85,791,541	44,909,750	40,881,790
Uniform Benefits - Part-Time Salaries				18.75%	205,571	104,245	101,326
Total Uniform Salaries & Benefits					343,372,035	182,790,737	160,581,298
Detachment Civilian Members	Note 1						
Detachment Administrative Clerk		164.29	50.7	75,342	12,377,949	6,276,748	6,101,201
Detachment Operations Clerk		3.41	50.7	69,798	238,011	120,750	117,260
Detachment Clerk - Typist		1.74	50.7	62,349	108,488	54,867	53,620
Court Officer - Administration		28.73	50.7	92,124	2,646,719	1,342,245	1,304,474
Crimestoppers Co-ordinator		0.89	50.7	73,240	65,184	32,958	32,226
Cadet		1.62	50.7	51,219	82,974	41,999	40,975
Total Detachment Civilian Salaries		200.68			15,519,324	7,869,568	7,649,757
Civilian Benefits - Full-Time Salaries				36.13%	5,606,608	2,843,009	2,763,599
Total Detachment Civilian Salaries & Benefits					21,125,933	10,712,577	10,413,355
Support Costs - Salaries and Benefits	Note 2						
Communication Operators				6,682	12,896,527	6,782,230	6,114,297
Prisoner Guards				2,061	3,977,812	2,091,915	1,885,897
Operational Support				7,119	13,739,955	7,225,785	6,514,170
RHQ Municipal Support				3,208	6,191,568	3,256,120	2,935,448
Telephone Support				157	303,016	159,355	143,661
Office Automation Support				938	1,810,378	952,070	858,308
Mobile and Portable Radio Support				357	693,298	364,522	328,776
Total Support Staff Salaries and Benefits Costs					39,612,554	20,831,997	18,780,557
Total Salaries & Benefits					404,110,521	214,335,311	189,775,210
Other Direct Operating Expenses	Note 2						
Communication Centre				150	289,506	152,250	137,256
Operational Support				1,112	2,146,204	1,128,680	1,017,524
RHQ Municipal Support				360	694,814	365,400	329,414
Telephone				1,458	2,813,998	1,479,870	1,334,128
Mobile Radio Equipment Repairs & Maintenance				168	326,258	171,540	154,718
Office Automation - Uniform				4,487	8,660,089	4,554,305	4,105,784
Office Automation - Civilian				1,154	231,585	116,485	115,100
Vehicle Usage				10,219	19,723,079	10,372,285	9,350,794
Detachment Supplies & Equipment				1,073	2,070,933	1,089,095	981,838
Uniform & Equipment				2,360	4,583,144	2,409,725	2,173,418
Uniform & Equipment - Court Officer				1,037	29,793	15,109	14,684
Total Other Direct Operating Expenses					41,569,403	21,854,744	19,714,660
Total 2025 Municipal Base Services and Calls for Service Cost					\$ 445,679,925	\$ 236,190,055	\$ 209,489,870
Total OPP-Policed Municipal Properties						1,246,809	
Base Services Cost per Property						\$ 189.44	

OPP 2025 Estimated Base Services and Calls for Service Cost Summary**Estimated Costs for the period January 1, 2025 to December 31, 2025****Notes:**

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2020 through 2023. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 85.71 FTEs with a cost of \$17,779,996 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level, and classification. The 2025 salaries incorporate the 2025 general salary rate increase set in the 2023 to 2026 OPPA Uniform and Civilian Agreements (uniform and civilian staff - 4.75% in 2023, 4.50% in 2024 and 2.75% in 2025.)

The benefit rates are estimated based on the most recent rates set by the Treasury Board Secretariat, (2024-25). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

Two new premiums were added in these new agreements: a 3% Frontline Patrol Premium (which applies to Constables and Sergeants in Frontline roles only) and a 3% Second-In-Command Premium (which applies to members when temporarily backfilling a short term platoon command position.) An allowance of \$2,101 per Constable FTE and \$3,330 per Sergeant FTE for the Frontline Patrol Premium and \$76 per Constable FTE for the Second-In-Command premium have been included in the salary rates for Constables and Sergeants. These allowances are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 50.7% Base Services : 49.3% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2024 Municipal Policing Cost-Recovery Formula.

OPP 2025 Calls for Service Billing Summary

Malahide Tp

Estimated costs for the period January 1 to December 31, 2025

Calls for Service Billing Workgroups	Calls for Service Count					2025 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2025 Estimated Calls for Service Cost
	2020	2021	2022	2023	Four Year Average				
	A					B	C = A * B		
	Note 1						Note 2	Note 3	
Drug Possession	2	4	1	4	3	5.9	16	0.0009%	1,866
Drugs	0	2	0	2	1	88.1	88	0.0048%	10,134
Operational	354	339	347	300	335	3.9	1,307	0.0717%	150,283
Operational 2	102	85	51	73	78	1.7	132	0.0073%	15,204
Other Criminal Code Violations	18	16	11	16	15	7.1	108	0.0059%	12,455
Property Crime Violations	120	101	110	95	107	6.2	660	0.0363%	75,953
Statutes & Acts	59	47	48	63	54	3.5	190	0.0104%	21,841
Traffic	157	119	131	112	130	3.8	493	0.0271%	56,714
Violent Criminal Code	59	37	44	41	45	14.8	670	0.0368%	77,034
Municipal Totals	871	750	743	706	768		3,664	0.2012%	\$421,484

Provincial Totals (Note 4)

Calls for Service Billing Workgroups	Calls for Service Count					2025 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2025 Estimated Calls for Service Cost
	2020	2021	2022	2023	Four Year Average				
	A					B	C = A * B		
	Note 1						Note 2	Note 3	
Drug Possession	2,803	2,979	2,483	2,363	2,657	5.9	15,676	0.8608%	1,803,207
Drugs	1,127	1,050	797	920	974	88.1	85,765	4.7092%	9,865,380
Operational	178,171	180,823	176,502	180,423	178,980	3.9	698,021	38.3272%	80,291,662
Operational 2	48,046	48,395	46,304	47,019	47,441	1.7	80,650	4.4283%	9,276,939
Other Criminal Code Violations	12,123	12,103	12,206	12,931	12,341	7.1	87,619	4.8110%	10,078,638
Property Crime Violations	46,799	47,403	48,878	49,446	48,132	6.2	298,415	16.3855%	34,325,987
Statutes & Acts	31,261	32,888	32,697	34,047	32,723	3.5	114,531	6.2887%	13,174,266
Traffic	32,067	34,757	38,776	32,713	34,578	3.8	131,397	7.2148%	15,114,318
Violent Criminal Code	19,343	20,055	21,513	22,640	20,888	14.8	309,139	16.9743%	35,559,474
Provincial Totals	371,740	380,453	380,156	382,502	378,713		1,821,214	100%	\$209,489,870

Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals
- 4) Provincial Totals exclude data for dissolutions and post-2021 municipal police force amalgamations.

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OPP 2025 Calls for Service Details
Malahide Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Grand Total	871	750	743	706	767.50
Drug Possession	2	4	1	4	2.75
DRUG Operation - Master Code	0	0	0	1	0.25
Drug Related Occurrence	1	4	1	2	2.00
Possession - Methamphetamine (Crystal Meth)	1	0	0	0	0.25
Possession – Opioid (other than heroin)	0	0	0	1	0.25
Drugs	0	2	0	2	1.00
Trafficking – Opioid (other than heroin)	0	0	0	1	0.25
Trafficking - Other Controlled Drugs and Substances Act	0	2	0	1	0.75
Operational	354	339	347	300	335.00
Accident - non-MVC - Commercial	0	1	0	0	0.25
Accident - non-MVC - Industrial	0	0	1	0	0.25
Accident - non-MVC - Master Code	0	2	2	3	1.75
Accident - Non-MVC - Others	0	1	0	0	0.25
Alarm - Others	0	1	1	0	0.50
Animal - Bite	3	0	2	1	1.50
Animal - Dog Owners Liability Act	1	0	2	2	1.25
Animal - Injured	8	12	4	6	7.50
Animal - Left in Vehicle	1	0	0	0	0.25
Animal - Master Code	2	1	4	0	1.75
Animal - Other	0	3	3	6	3.00
Animal - Rabid	0	0	0	1	0.25
Animal - Stray	12	12	8	11	10.75
Assist Fire Department	3	1	0	3	1.75
Assist Public	54	53	16	45	42.00
By-Law - Master Code	3	2	4	0	2.25
Distressed / Overdue Motorist	2	2	2	4	2.50
Domestic Disturbance	32	43	41	24	35.00
False Fire Alarm - Building	1	0	0	0	0.25
Family Dispute	51	23	37	40	37.75
Fire - Building	9	12	14	11	11.50
Fire - Other	2	2	3	3	2.50
Fire - Vehicle	3	5	5	6	4.75
Firearms (Discharge) By-Law	0	1	0	0	0.25
Found - Bicycles	1	0	0	1	0.50
Found - Household Property	0	0	1	0	0.25
Found - License Plate	0	1	0	0	0.25
Found - Personal Accessories	0	0	1	0	0.25
Found Property - Master Code	12	16	9	7	11.00
Insecure Condition - Building	3	0	0	0	0.75
Insecure Condition - Master Code	0	0	1	0	0.25
Lost - Household Property	0	0	0	1	0.25
Lost - License Plate	1	1	1	1	1.00
Lost - Others	1	1	0	0	0.50
Lost - Personal Accessories	1	4	0	0	1.25

OPP 2025 Calls for Service Details
Malahide Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Lost Property - Master Code	8	6	6	1	5.25
Missing Person - Master Code	0	0	0	1	0.25
Missing Person 12 & older	2	2	1	3	2.00
Missing Person Located 12 & older	0	2	2	6	2.50
Missing Person Located Under 12	2	2	4	2	2.50
Neighbour Dispute	22	38	14	12	21.50
Noise By-Law	1	0	0	0	0.25
Noise Complaint - Animal	0	1	5	1	1.75
Noise Complaint - Master Code	15	6	13	10	11.00
Noise Complaint - Others	2	0	0	0	0.50
Noise Complaint - Residence	1	0	1	1	0.75
Other Municipal By-Laws	5	1	5	1	3.00
Phone - Master Code	7	5	8	2	5.50
Phone - Nuisance - No Charges Laid	1	4	3	2	2.50
Phone - Obscene - No Charges Laid	0	0	1	0	0.25
Phone - Other - No Charges Laid	1	1	43	1	11.50
Phone - Threatening - No Charges Laid	0	0	1	0	0.25
Sudden Death - Master Code	0	0	1	0	0.25
Sudden Death - Natural Causes	3	0	7	6	4.00
Sudden Death - Others	4	0	1	3	2.00
Sudden Death - Suicide	2	1	1	1	1.25
Suspicious Person	26	27	33	24	27.50
Suspicious vehicle	29	25	17	28	24.75
Taxi By-Law	0	1	0	0	0.25
Text- related Incident (Texting)	0	0	0	1	0.25
Traffic By-Law	0	2	0	0	0.50
Trouble with Youth	7	5	7	10	7.25
Unwanted Persons	9	7	9	5	7.50
Vehicle Recovered - All Terrain Vehicles	0	0	0	1	0.25
Vehicle Recovered - Automobile	0	2	2	0	1.00
Vehicle Recovered - Master Code	0	0	0	1	0.25
Vehicle Recovered - Motorcycles	0	0	0	1	0.25
Vehicle Recovered - Trucks	1	1	0	0	0.50
Operational 2	102	85	51	73	77.75
911 call - Dropped Cell	17	18	11	25	17.75
911 call / 911 hang up	40	21	8	12	20.25
911 hang up - Pocket Dial	1	1	0	0	0.50
False Alarm - Cancelled	1	0	0	0	0.25
False Alarm - Malfunction	0	0	1	0	0.25
False Alarm - Others	24	24	14	17	19.75
False Holdup Alarm - Accidental Trip	0	1	3	1	1.25
Keep the Peace	19	20	14	18	17.75
Other Criminal Code Violations	18	16	11	16	15.25
Animals - Cruelty	0	1	0	0	0.25
Animals - Kill or injure	0	1	0	0	0.25

OPP 2025 Calls for Service Details
Malahide Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Animals - Others	1	0	0	0	0.25
Bail Violations - Breach of Recognizance	1	0	1	0	0.50
Bail Violations - Fail To Comply	8	5	2	9	6.00
Bail Violations - Master Code	0	1	0	0	0.25
Bail Violations - Others	0	0	1	0	0.25
Breach of Probation	2	0	2	3	1.75
Child Pornography - Making or distributing	0	1	0	0	0.25
Child Pornography - Master Code	1	0	0	0	0.25
Disobey court order / Misconduct executing process	1	0	0	0	0.25
Disturb the Peace	0	1	2	1	1.00
Indecent acts - Master Code	0	2	0	0	0.50
Indecent acts - Other	0	1	2	0	0.75
Offensive Weapons - Careless use of firearms	1	1	0	2	1.00
Offensive Weapons - Prohibited	1	0	0	0	0.25
Offensive Weapons - Restricted	0	0	1	0	0.25
Personate Peace Officer	1	0	0	0	0.25
Public Mischief - mislead peace officer	0	2	0	0	0.50
Utter Threats to Property / Animals	1	0	0	1	0.50
Property Crime Violations	120	101	110	95	106.50
Arson - Auto	0	0	0	1	0.25
Arson - Building	1	0	0	0	0.25
Break & Enter	7	7	16	5	8.75
Break & Enter - steal firearm from motor vehicle	0	0	1	0	0.25
Fraud - Account closed	0	1	0	2	0.75
Fraud - False Pretence Under \$5,000	3	2	2	1	2.00
Fraud - Forgery & Uttering	1	0	0	0	0.25
Fraud - Fraud through mails	2	0	0	1	0.75
Fraud - Master Code	2	5	6	6	4.75
Fraud - Money/property/security Over \$5,000	3	2	2	5	3.00
Fraud - Money/property/security Under \$5,000	4	10	7	9	7.50
Fraud - Other	10	7	10	7	8.50
Fraud - Steal/Forge/Poss./Use Credit Card	3	1	3	1	2.00
Identity Fraud	2	1	1	2	1.50
Identity Theft	0	1	1	0	0.50
Interfere with lawful use, enjoyment of property	2	0	1	0	0.75
Mischief	18	10	14	7	12.25
Mischief Graffiti - Non-Gang Related	1	0	0	0	0.25
Possession of Stolen Goods over \$5,000	1	1	0	0	0.50
Possession of Stolen Goods under \$5,000	2	0	0	0	0.50
Property Damage	9	10	5	8	8.00
Theft Over - Master Code	0	1	4	0	1.25
Theft from Motor Vehicles Under \$5,000	13	0	6	11	7.50
Theft of - All Terrain Vehicles	2	0	1	0	0.75
Theft of - Automobile	3	3	4	3	3.25
Theft of - Farm Vehicles	2	0	0	0	0.50

OPP 2025 Calls for Service Details
Malahide Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Theft of - Other Motor Vehicles	0	0	0	1	0.25
Theft of - Trucks	3	5	5	2	3.75
Theft of Motor Vehicle	6	7	7	8	7.00
Theft Over \$5,000 - Building	1	0	0	0	0.25
Theft Over \$5,000 - Other Theft	0	2	0	1	0.75
Theft Over \$5,000 - Trailers	0	1	1	0	0.50
Theft Under \$5,000 - Boat Motor	0	1	1	0	0.50
Theft Under \$5,000 - Construction Site	1	1	1	0	0.75
Theft Under \$5,000 - Farm Equipment	0	1	0	0	0.25
Theft Under \$5,000 - Gasoline Drive-off	1	5	0	0	1.50
Theft Under \$5,000 - Master Code	5	3	4	4	4.00
Theft Under \$5,000 - Mining Product	1	0	0	0	0.25
Theft Under \$5,000 - Other Theft	8	11	4	8	7.75
Theft Under \$5,000 - Persons	1	1	0	0	0.50
Theft Under \$5,000 - Trailers	1	1	3	0	1.25
Trafficking in Stolen Goods over \$5,000	0	0	0	1	0.25
Unlawful in a dwelling house	1	0	0	1	0.50
Statutes & Acts	59	47	48	63	54.25
Custody Dispute	0	3	2	0	1.25
Landlord / Tenant	9	7	4	7	6.75
Mental Health Act	6	8	16	22	13.00
Mental Health Act - Apprehension	1	6	6	8	5.25
Mental Health Act - Attempt Suicide	4	3	1	2	2.50
Mental Health Act - No contact with Police	0	1	2	0	0.75
Mental Health Act - Placed on Form	4	2	2	2	2.50
Mental Health Act - Threat of Suicide	12	3	8	6	7.25
Mental Health Act - Voluntary Transport	6	3	3	5	4.25
Trespass To Property Act	17	11	4	11	10.75
Traffic	157	119	131	112	129.75
MVC - Fatal (Motor Vehicle Collision)	1	2	1	0	1.00
MVC - Others (Motor Vehicle Collision)	0	0	2	1	0.75
MVC - Personal Injury (Motor Vehicle Collision)	23	20	13	6	15.50
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	5	1	3	4	3.25
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	38	18	21	42	29.75
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	90	78	88	56	78.00
MVC (Motor Vehicle Collision) - Master Code	0	0	3	3	1.50
Violent Criminal Code	59	37	44	41	45.25
Aggravated Assault - Level 3	0	1	0	0	0.25
Assault - Level 1	39	15	14	18	21.50
Assault Peace Officer	0	0	1	1	0.50
Assault With Weapon or Causing Bodily Harm - Level 2	5	2	3	4	3.50
Criminal Harassment	2	0	5	0	1.75
Discharge Firearm with Intent	0	0	1	0	0.25
Extortion	0	1	4	1	1.50
Indecent / Harassing Communications	1	3	2	2	2.00

OPP 2025 Calls for Service Details
Malahide Tp
For the calendar years 2020 to 2023

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2020	2021	2022	2023	
Non-Consensual Distribution of Intimate Images	1	0	0	0	0.25
Other Assaults / Admin Noxious thing	0	0	1	0	0.25
Pointing a Firearm	0	0	1	1	0.50
Robbery - Other	0	0	0	1	0.25
Robbery - With Threat of Violence	0	2	0	1	0.75
Robbery of firearms	0	0	1	0	0.25
Sexual Assault	6	2	3	5	4.00
Sexual Assault With a Weapon	0	0	1	0	0.25
Sexual Interference	2	2	2	1	1.75
Utter Threats - Master Code	1	4	1	0	1.50
Utter Threats to Person	2	5	4	5	4.00
Utter Threats to Person - Police Officer	0	0	0	1	0.25

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OPP 2023 Reconciled Year-End Summary
Malahide Tp
Reconciled cost for the period January 1 to December 31, 2023

			<u>Cost per Property \$</u>	<u>Reconciled Cost \$</u>	<u>Estimated Cost \$</u>
Base Service	Property Counts				
	Household	3,255			
	Commercial and Industrial	<u>176</u>			
	Total Properties	<u><u>3,431</u></u>	174.11	597,388	568,386
Calls for Service					
	Total all municipalities	187,830,598			
	Municipal portion	0.2319%	126.93	435,495	414,040
Overtime			16.67	57,211	39,207
Prisoner Transportation	(per property cost)		1.45	4,975	4,014
Accommodation/Cleaning Services	(per property cost)		<u>5.06</u>	<u>17,361</u>	<u>16,709</u>
Total 2023 Costs			<u><u>324.23</u></u>	<u>1,112,430</u>	<u>1,042,356</u>
2023 Billed Amount				<u>1,042,356</u>	
2023 Year-End-Adjustment				<u><u>70,074</u></u>	

Notes

The Year-End Adjustment above is included as an adjustment on the 2025 Billing Statement.

This amount is incorporated into the monthly invoice amount for 2025.

The difference between the estimated and billed amount is due to rounding the bills to the nearest dollar throughout the year.

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Ministry of Finance
 Provincial-Local Finance
 Division
 Frost Building North
 95 Grosvenor Street
 Toronto, ON M7A 1Y7

Ministère des Finances
 Division des relations provinciales
 municipales en matière de finances
 Édifice Frost Nord
 95 rue Grosvenor
 Toronto, ON M7A 1Y7



October 30, 2024

Dear Treasurer/Clerk-Treasurer:

In the October 30 letter to Heads of Council, the Minister of Finance announced that the Province will be increasing the Ontario Municipal Partnership Fund (OMPF) by \$100 million over two years, bringing the total funding envelope to \$600 million by 2026. For 2025, the program will provide \$550 million. This letter provides information regarding your municipality's 2025 OMPF allocation.

I am pleased to advise that in 2025 your municipality will benefit from an increase in OMPF funding compared to 2024.

2025 OMPF

As part of the phased-in increase to the OMPF, the program will provide \$550 million to recipient municipalities in 2025.

Details of the enhancement to the core grant components of the program and Transitional Assistance include:

Core Grant Component Enhancements:

- The **Assessment Equalization Grant component** will increase to \$155 million from \$149 million to better support municipalities with limited property assessment.
- The **Rural Communities Grant component** will increase to \$171 million from \$155 million in recognition of the challenges of rural municipalities, including rural farming communities.
- The **Northern Communities Grant component** will increase to \$105 million from \$90 million in recognition of the challenges of northern municipalities.
- New for 2025 is the introduction of **Minimum Base Top-Up funding**, which will ensure that small, northern and rural municipalities with fewer than 1,000 households receive at least \$100,000 in combined base funding through the Northern Communities and Rural Communities core grant components.

- The **Northern and Rural Fiscal Circumstances Grant component** will increase to \$109 million from \$94 million to support northern and rural municipalities with the more challenging fiscal circumstances.

Details related to grant parameters are outlined in the 2025 OMPF Technical Guide and individual municipal workbooks.

Transitional Assistance:

Transitional Assistance funding guarantees will be enhanced to 100% of the 2024 allocation in 2025 only, as part of the introduction of program enhancements. This will ensure that all OMPF core grant recipients receive at least the same level of funding as they did in 2024.

Consultations on the OMPF

As the Minister noted in his October 30 letter, the ministry will be consulting with municipal treasurers and clerk treasurers on the OMPF in the winter of 2025. The government wants to hear about your priorities for the program and how to implement a reporting framework to gain a better understanding of the use of funds and how the OMPF is supporting local communities.

The Ministry will be working with the Association of Municipalities of Ontario to reestablish the OMPF Municipal Reference Group to support this consultation. We will be communicating more information about the consultation process in the coming months.

2025 OMPF – SUPPORTING MATERIAL

To assist municipalities in understanding the OMPF and their individual 2025 allocations, the Ministry of Finance provides detailed and customized supporting documentation:

- A. 2025 OMPF Allocation Notice and Inserts**
- B. 2025 OMPF Technical Guide**
- C. Municipal Workbooks**

A. 2025 OMPF Allocation Notice and Inserts

The *OMPF Allocation Notice and Inserts* outline individual municipal OMPF allocations by grant component, and also provide a summary of 2025 key data inputs. A municipality's 2025 allocation is noted on line A.

B. 2025 OMPF Technical Guide

The *2025 OMPF Technical Guide* provides information with respect to individual grant thresholds, parameters and data sources.

C. 2025 Municipal Workbooks

The *2025 OMPF Workbook and the 2025 Northern and Rural Municipal Fiscal Circumstances Index (MFCI) Workbook* (if applicable) provide detailed calculations of the 2025 OMPF grant components, the determination of the Northern and Rural MFCI, and outline all underlying data elements.

These workbooks will be provided electronically to municipal treasurers and clerk-treasurers in the coming weeks.

The *2025 OMPF Technical Guide*, as well as municipal allocations, are also available electronically on the Ministry's website:

<https://ontario.ca/document/2025-ontario-municipal-partnership-fund>

2025 PAYMENT SCHEDULE

The *2025 Cash Flow Notice* identifies your municipality's quarterly payment schedule. Payments will be processed at the end of January, April, July, and October 2025. As outlined in the following section, OMPF payments are subject to holdback for municipalities that do not comply with applicable reporting requirements.

2025 REPORTING OBLIGATIONS

As you know, OMPF payments are subject to compliance with the program's reporting obligations.

Specifically, municipalities are required to submit Financial Information Returns (FIR) to the Ministry of Municipal Affairs and Housing (MMAH) and tax-rate bylaws through the Online Property Tax Analysis (OPTA) system or to MMAH as outlined in the following schedule:

Submissions	Due Date
2024 FIRs	By May 31, 2025
2025 Tax-rates	By August 31, 2025

Payments for municipalities that do not meet their 2025 reporting obligations will be subject to holdback, beginning with the 2025 fourth quarterly payment, until these documents have been filed.

If you require additional information regarding the OMPF, you may e-mail your inquiries and contact information to: info.ompf@ontario.ca.

In closing, we would like to thank you for your ongoing partnership. We look forward to continuing to work with you on the OMPF.

Sincerely,



Ian Freeman, CPA, CMA
Assistant Deputy Minister
Provincial-Local Finance Division

c. Caspar Hall
Assistant Deputy Minister
Local Government Division
Ministry of Municipal Affairs and Housing

Hannah Evans
Assistant Deputy Minister
Municipal Services Division
Ministry of Municipal Affairs and Housing

2025 Allocation Notice**Township of Malahide**

3408

County of Elgin

The Township of Malahide will receive \$960,700 through the OMPF in 2025, which represents an increase of \$88,000 or \$27 per household compared to 2024.

A Total 2025 OMPF	\$960,700
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1. Core Grant Components	\$960,700
---------------------------------	------------------

a. Assessment Equalization Grant Component	-
b. Northern Communities Grant Component	-
c. Rural Communities Grant Component	\$888,500
d. Northern and Rural Fiscal Circumstances Grant Component	\$72,200

2. Transitional Assistance	n/a
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B Key OMPF Data Inputs

1. Households	3,279
2. Total Weighted Assessment per Household	\$384,488
3. Rural and Small Community Measure (RSCM)	100.0%
4. Farm Area Measure (FAM)	89.4%
5. Northern and Rural Municipal Fiscal Circumstances Index (MFCI)	2.2
6. 2025 Guaranteed Level of Support	100.0%
7. 2024 OMPF	\$872,700

Note: See line item descriptions on the following page.

2025 Allocation Notice**Township of Malahide**

3408

County of Elgin

2025 OMPF Allocation Notice - Line Item Descriptions

A	Sum of 2025 OMPF core grant components and Transitional Assistance, which are described in the 2025 OMPF Technical Guide. This document can be accessed at: https://www.ontario.ca/document/2025-ontario-municipal-partnership-fund/technical-guide .
A2	If applicable, reflects the amount of transitional support provided to assist the municipality in adjusting to year-over-year funding changes. See the enclosed Transitional Assistance Calculation Insert for further details.
B1	Based on the 2024 returned roll from the Municipal Property Assessment Corporation (MPAC), including applicable updates.
B2	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
B3	Represents the proportion of a municipality's population residing in rural areas and/or small communities. For additional information, see the 2025 OMPF Technical Guide, Appendix A.
B4	Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the enclosed Farm Area Measure Insert, and the 2025 OMPF Technical Guide, Appendix B.
B5	Measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province, and ranges from 0 to 10. A lower MFCl corresponds to relatively positive fiscal circumstances, whereas a higher MFCl corresponds to more challenging fiscal circumstances. For additional information, see the enclosed MFCl Insert, and the 2025 OMPF Technical Guide, Appendix D.
B6	Represents the guaranteed level of support the municipality will receive through the 2025 OMPF. For additional information, see the 2025 OMPF Technical Guide.
B7	Line A of 2024 OMPF Allocation Notice.

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

2025 Farm Area Measure Insert**Township of Malahide**

3408

County of Elgin

A Farm Area Measure (Line B1 / Line B2)	89.4%
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The Farm Area Measure (FAM) represents the percentage of a municipality's land area comprised of farm land.

$$\frac{\text{Farm Land Area}}{\text{Municipal Land Area}} = \text{Farm Area Measure}$$

B Supporting Details

1. Farm Land Area	87,018 acres
2. Municipal Land Area	97,426 acres

The Rural Communities Grant includes a funding enhancement for municipalities with a Farm Area Measure of more than 70 per cent, based on a sliding scale. Eligible municipalities receive this funding as part of their Rural Communities Grant allocation. Additional details regarding the calculation of the Farm Area Measure are provided in the 2025 OMPF Technical Guide, as well as in the municipality's customized 2025 OMPF Workbook.

Note: See line item descriptions on the following page.

2025 Farm Area Measure Insert**Township of Malahide**

3408

County of Elgin

2025 Farm Area Measure Insert - Line Item Descriptions

A Represents the percentage of a municipality's land area comprised of farm land. Additional details regarding the calculation of the Farm Area Measure are provided in the 2025 OMPF Technical Guide, Appendix B.

B1 The number of acres of land for properties in the farm property tax class.

B2 The total number of acres of land in the municipality.

2025 Northern and Rural Municipal Fiscal Circumstances Index

Township of Malahide

3408

County of Elgin

A Northern and Rural Municipal Fiscal Circumstances Index (MFCI)

2.2

The Northern and Rural Municipal Fiscal Circumstances Index (MFCI) measures a municipality's fiscal circumstances relative to other northern and rural municipalities in the province on a scale of 0 to 10. A lower MFCI corresponds to relatively positive fiscal circumstances, whereas a higher MFCI corresponds to more challenging fiscal circumstances.

The Northern and Rural MFCI is determined based on six indicators that are classified as either primary or secondary, to reflect their relative importance in determining a municipality's fiscal circumstances.

The table below provides a comparison of the indicator values for the Township to the median for northern and rural municipalities.

B Northern and Rural MFCI - Indicators

Primary Indicators	Township of Malahide	Northern and Rural Median
1. Weighted Assessment per Household	\$384,488	\$292,000
2. Median Household Income	\$95,000	\$82,000
Secondary Indicators		
3. Average Annual Change in Assessment (New Construction)	1.4%	1.2%
4. Employment Rate	63.0%	53.0%
5. Ratio of Working Age to Dependent Population	156.4%	152.0%
6. Per cent of Population Above Low-Income Threshold	88.9%	88.0%

Note: An indicator value that is higher than the median corresponds to relatively positive fiscal circumstances, while a value below the median corresponds to more challenging fiscal circumstances.

Additional details regarding the calculation of the Northern and Rural MFCI are provided in the 2025 OMPF Technical Guide, as well as in the customized 2025 Northern and Rural MFCI Workbook.

Note: See line item descriptions on the following page.

2025 Northern and Rural Municipal Fiscal Circumstances Index**Township of Malahide**

3408

County of Elgin

2025 Northern and Rural Municipal Fiscal Circumstances Index - Line Item Descriptions

A	The municipality's 2025 Northern and Rural MFCI. Additional details are provided in the municipality's customized 2025 Northern and Rural MFCI Workbook.
B1	Refers to the total assessment for a municipality weighted by the tax ratio for each class of property (including payments in lieu of property taxes retained by the municipality) divided by the total number of households.
B2	Statistics Canada's measure of median income for all private households in 2020.
B3	Measures the five-year (2019 - 2024) average annual change in a municipality's assessment, for example, as a result of new construction or business property closures, excluding the impact of reassessment.
B4	Statistics Canada's measure of number of employed persons, divided by persons aged 15 and over.
B5	Statistics Canada's measure of working age population (aged 15 to 64), divided by youth (aged 14 and under) and senior population (aged 65 and over).
B6	Statistics Canada's measure of the population in private households above the low-income threshold for Ontario compared to the total population in private households.

2025 Transitional Assistance Calculation Insert**Township of Malahide**

3408

County of Elgin

A 2025 OMPF Transitional Assistance (Line B2 - Line B1, if positive)

n/a

As the municipality's 2025 OMPF identified on line B1 exceeds the guaranteed support identified on line B2, Transitional Assistance is not required.

B Supporting Details**1. Sum of 2025 OMPF Core Grant Components (excluding Transitional Assistance)****\$960,700****2. 2025 Guaranteed Support (Line B2a x Line B2b)****\$872,700**

a. 2024 OMPF

\$872,700

b. 2025 Guaranteed Level of Support

100%

Note: See line item descriptions on the following page.

2025 Transitional Assistance Calculation Insert**Township of Malahide**

3408

County of Elgin

2025 Transitional Assistance Calculation Insert - Line Item Descriptions

A	In 2025 only, as part of the introduction of program enhancements, Transitional Assistance funding guarantees for core grant recipients have been enhanced to 100 per cent of their 2024 OMPF allocation. The Township of Malahide's 2025 OMPF exceeds their guaranteed level. As a result, Transitional Assistance is not required.
B1	Line A1 of 2025 OMPF Allocation Notice, sum of the following OMPF core grant components: Assessment Equalization, Northern Communities, Rural Communities, and Northern and Rural Fiscal Circumstances Grant Components.
B2	Guaranteed amount of funding through the 2025 OMPF.
B2a	Line A of 2024 OMPF Allocation Notice.
B2b	Represents the guaranteed level of support the municipality will receive through the 2025 OMPF. For additional information, see the 2025 OMPF Technical Guide.

Note: Grant components and Transitional Assistance are rounded up to multiples of \$100.

From: Elgin Area Primary Water Supply System <general@huronelginwater.ca>
Sent: Friday, November 1, 2024 1:03 PM
To: Allison Adams <AAdams@malahide.ca>
Subject: Posts from Elgin Area Meeting Packages – Lake Huron and Elgin Area Primary Water Supply Systems for 11/01/2024

November 4, 2024 – 5th Special Meeting – Agenda – EAPWSS has been posted to the water system's website and is available for download at:

<https://www.huronelginwater.ca/november-4-2024-5th-special-meeting-eapwss/>

**MINUTES OF THE MEETING OF THE
CATFISH CREEK CONSERVATION AUTHORITY**

Thursday, May 9, 2024

Meeting #04/2024

PRESENT:

Paul Buchner	Chairperson	Township of South-West Oxford
Arthur Oslach	Member	Town of Aylmer
Scott Lewis	Member	Township of Malahide
Morgaine Halpin	Vice-Chairperson	Municipality of Central Elgin

STAFF:

Dusty Underhill	General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Al Bradford	Conservation Area Supervisor
Peter Dragunas	Water Management Technician
Brittany Bell	Communications/Program Support Assistant

ABSENT:

Gary Clarke	Member	City of St. Thomas
Gerrit Kremers	Resource Planning Coordinator	

OTHERS PRESENT:

Rob Perry	Reporter, the Aylmer Express
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WELCOME / CALL TO ORDER:

Chairperson Buchner welcomed everyone and called the meeting to order at (10:00 a.m.).

ADOPTION OF AGENDA:

<u>Motion # 44/2024</u>	M. Halpin	A. Oslach	CARRIED
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THAT, the Agenda for the May 9th, 2024, Full Authority meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

No one had a pecuniary interest to disclose at this time.

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

The Chairperson asked for disclosures of intentions to audio or video record the meeting. No one indicated any such intentions at this time.

ADOPTION OF MINUTES:

Motion # 45/2024 A. Oslach M. Halpin CARRIED

THAT, the Minutes of Full Authority Meeting #03/2024 (April 11, 2024), be adopted as circulated.

BUSINESS ARISING FROM MINUTES:

No one reported any outstanding business to discuss from the previous Minutes.

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Reports FA 24 to FA 27/2024 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 46/2024 M. Halpin A. Oslach CARRIED

THAT, Staff Reports FA 24 to FA 27 for the month of April, 2024 be noted and filed.

Report FA 28/2024 – April Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 47/2024 S. Lewis A. Oslach CARRIED

THAT, Report FA 28/2024 (April Summary of Revenue & Expenditures), be noted and filed.

Report FA 29/2024 – Accounts Paid, was presented, discussed, and resolved.

Motion # 48/2024 M. Halpin S. Lewis CARRIED

THAT, Accounts Paid totaling \$152,886.89, be approved as presented in Report FA 29/2024.

Report FA 30/2024 – 2024 Budget and Levy Re-Approval was presented, discussed, and resolved.

Motion # 49/2024 S. Lewis A. Oslach CARRIED

THAT, the 2024 Catfish Creek Conservation Authority Budget totalling \$1,766,342.24 be adopted as presented;

AND THAT, the 2024 Municipal General Levy in the amount of \$442,474.36 be approved as amended.

Member's Name	Municipality	CVA Apportionment %	Yes	No
Scott Lewis	Township of Malahide	36.8620%	X	
Morgaine Halpin	Municipality of Central Elgin	27.9653%	X	
Arthur Oslach	Town of Aylmer	25.5975%	X	
Gary Clarke	City of St. Thomas	6.1215%		
Paul Buchner	Township of South-West Oxford	3.4537%	X	

Report FA 31/2024 – Conservation Ontario Council Meeting, was presented, discussed, and resolved.

Motion # 50/2024 S. Lewis A. Oslach CARRIED

THAT, the information outlined in Report FA 31/2024, be noted and filed.

Report FA 32/2024 –Summer Employment Programs was presented, discussed, and resolved.

Motion # 51/2024 S. Lewis M. Halpin CARRIED

THAT, the Full Authority acknowledge receipt of the information on the 2024 Summer Employment Programs as outlined in Report FA 32/2024.

Report FA 33/2024 –Southwestern Regional Envirothon Competition was presented, discussed, and resolved.

Motion # 52/2024 A. Oslach M. Halpin CARRIED

THAT, Report FA 33/2024, be noted and filed.

GENERAL MANAGERS REPORT:

- Met with Ian Begg and Phil in regard to the creation of a promotional video focused on drone footage taken of the Springwater Conservation Area Day Use Area and East Campground.
- Reviewed the Lake Erie Action plan meeting materials for the April 3, 2024 meeting.
- Completed the April Full Authority Agenda and Source Protection Authority agenda package.

- Completed a consultation for the CCCA's insurance program and upgraded the program to the necessary required coverages to properly protect the CCCA.
- Attended a Southwestern Region General Managers meeting at the GRCA where status of watershed stewardship and watershed health monitoring services and implementation of O. Reg. 41/24 was discussed. I led a discussion on the progress of Watershed Based Resource Management Strategy, the Conservation Areas Strategy and how people have built Indigenous connections and engagement contacts.
- Attended Conservation Ontario's Annual General Meeting.
- Working towards seeking Indigenous Engagement in regard to some of our mandated objectives. Mr. Gerry Richer has been a great advocate for the Conservation Authority and is trying to assist in the creation of relationships with local indigenous communities on behalf of the CCCA. I have connected with Lauren Jones from Oshweken, Wildlife and Stewardship Manager, Lands and Resources Six Nations of the Grand River Elected Council.
- Held a monthly staff meeting to address any concerns issues etc. and give the group a chance to have discussion as a whole. These meetings will continue on a monthly basis assisting in keeping open lines of communication and keep everyone on the same page in regard to projects, works completed or works top be completed.
- Held a Health and Safety meeting to discuss annual procedures, approve minutes and approve any new business before the 2024 Camping season.
- Completed the Section 39, 2023-2024-year end report for MNRF and submitted it before the April 26th, 2024 deadline.
- Started preparing reports etc. for the May Land Management Committee meeting and discussing necessary changes required moving forward.
- Renewed Forestry Pesticide license.
- Completed my renewal of my small drinking water system certification.
- Continual work on the Conservation Areas Strategy, Watershed Strategy, and Land Inventory.
- Completed the initial application for SCP Employer Sponsor Application through Metis Nation of Ontario in regard to getting Logan Belanger's wage subsidized for his work term.
- Worked with staff to plan and approve an Eclipse viewing day. Roughly 99 vehicles attended the Springwater East campground for viewing.
- Progressively working through the CCCA annual insurance package to assure we have the proper coverages we require. As soon as I hear back from the broker in regard to getting appraisals done I can start retaining quotes on whatever the broker may not be able to provide an adequate appraisal on.
- Met with staff at the OPC to discuss and implement the 2024 workday and to get the Path of Honor Agreement signed for another two year period.
- Started compiling the Tourism Relief Fund final submission.

Motion # 53/2024

S. Lewis

A. Oslach

CARRIED

THAT, the Copied Correspondence and Correspondence Register for April, 2024, be noted and filed.

Motion # 54/2024 A. Oslach M. Halpin CARRIED

THAT, the Full Authority adjourn to Closed Session at 10:27 a.m.

Motion # 55/2024 S. Lewis M. Halpin CARRIED

THAT, the Full Authority rise with report at 10:30 a.m.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, June 13, 2024, commencing at 10:00 a.m.

Motion # 56/2024 S. Lewis A. Oslach CARRIED

THAT, the Full Authority be terminated at 10:33a.m.



General Manager / Secretary –Treasurer



Authority Chairperson

**MINUTES OF THE MEETING OF THE
CATFISH CREEK CONSERVATION AUTHORITY**

Thursday, August 15, 2024

Meeting #6/2024

PRESENT:

Paul Buchner	Chairperson	Township of South-West Oxford
Gary Clarke	Member	City of St. Thomas
Arthur Oslach	Member	Town of Aylmer
Morgaine Halpin	Vice-Chairperson	Municipality of Central Elgin

STAFF:

Dusty Underhill	General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Peter Dragunas	Water Management Technician
Brittany Bell	Communications/Program Support Assistant
Gerrit Kremers	Resource Planning Coordinator
Al Bradford	Conservation Area Supervisor

ABSENT:

Scott Lewis	Member	Township of Malahide
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OTHERS PRESENT:

Rob Perry	Reporter, the Aylmer Express
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WELCOME / CALL TO ORDER:

Chairperson Buchner welcomed everyone and called the meeting to order at (10:00 a.m.).

ADOPTION OF AGENDA:

<u>Motion # 73/2024</u>	G. Clarke	A. Oslach	CARRIED
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THAT, the Agenda for the August 15th, 2024, Full Authority meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

No one had a pecuniary interest to disclose at this time.

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

The Chairperson asked for disclosures of intentions to audio or video record the meeting. No one indicated any such intentions at this time.

ADOPTION OF MINUTES:

Motion #74/2024 A. Oslach G. Clarke CARRIED

THAT, the Minutes of Full Authority Meeting #05/2024 (June 13, 2024), be adopted as circulated.

Motion # 75/2024 G. Clarke A. Oslach CARRIED

THAT, the Minutes of Health and Safety Meeting #02/2024 (July 24, 2024), be adopted as circulated.

BUSINESS ARISING FROM MINUTES:

No one reported any outstanding business to discuss from the previous Minutes.

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Reports FA 46 to FA 49/2024 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 76/2024 A. Oslach G. Clarke CARRIED

THAT, Staff Reports FA 46 to FA 49 for the month of June and July, 2024 be noted and filed.

Report FA 50/2024 – June Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 77/2024 G. Clarke A. Oslach CARRIED

THAT, Report FA 50/2024 (June Summary of Revenue & Expenditures), be noted and filed.

Report FA 51/2024 – July Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 78/2024 G. Clarke M. Halpin CARRIED

THAT, Report FA 51/2024 (July Summary of Revenue & Expenditures), be noted and filed.

Report FA 52/2024 – Accounts Paid, was presented, discussed, and resolved.

Motion # 79/2024 M. Halpin A. Oslach CARRIED

THAT, Accounts Paid totaling \$161,622.70, be approved as presented in Report FA 52/2024.

Report FA 53/2024 – Campground Registration Software was presented, discussed, and resolved.

Motion # 80/2024 M. Halpin A. Oslach CARRIED

THAT, the Cattfish Creek Conservation Authority choose CAMIS Registration Software as the replacement for Astra Campground Software at the Springwater Conservation Authority; and further,

THAT staff be directed to investigate the possibility of recouping Merchant Services fees for the 2025 season.

Report FA 54/2024 – Draft Conservation Areas Strategy, was presented, discussed, and resolved.

Motion # 81/2024 A. Oslach M. Halpin CARRIED

THAT, the General Manager/Secretary-Treasurer of the Cattfish Creek Conservation Authority recommend to the Board of Directors that staff be directed to undertake public and stakeholder consultation regarding the draft CCCA Conservation Area Strategy.

Report FA 55/2024 –Natural Hazard Infrastructure Asset Management Plan – Springwater Dam Operation, Maintenance, and Inspection Manual was presented, discussed, and resolved.

Motion # 82/2024 M. Halpin G. Clarke CARRIED

THAT, the Full Authority approve the Springwater Dam Natural Hazard Infrastructure Report and Asset Management Plan and the Springwater Dam Operation, Maintenance, and Inspection Manual which meet all the conditions and criteria described in Ontario Regulation 686/21.

Report FA 56/2024 –Conservation Ontario Council Meeting was presented, discussed, and resolved.

Motion # 83/2024 G. Clarke M. Halpin CARRIED

THAT, the information outlined in Report 56/2024, be noted and filed.

Report FA 57/2024 –June 25-27 General Managers Meeting was presented, discussed, and resolved.

Motion # 84/2024 M. Halpin G. Clarke CARRIED

THAT, the Full Authority receive Report FA 57/2024 as information.

Report FA 58/2024 –Lake Erie Action Plan (LEAP) Update was presented, discussed, and resolved.

Motion # 85/2024 G. Clarke M. Halpin CARRIED

THAT, the Full Authority receive Report 58/2024 as information at this time.

Report FA 59/2024 –Health and Safety Policy Addition was presented, discussed, and resolved.

Motion # 86/2024 A. Oslach G. Clarke CARRIED

THAT, the Board of Directors approve the updated Health & Safety Policies and Procedures addition outlined in Report FA 59/2024; and further;

THAT, the General Manager / Secretary advise staff of the addition to section 11.2 of the Health & Safety Policies and Procedures manual which becomes effective immediately.

Report FA 60/2024 –75th Anniversary Committee was presented, discussed, and resolved.

Motion # 87/2024 G. Clarke A. Oslach CARRIED

THAT, the Full Authority appoint a 75th Anniversary ad hoc committee consisting of Morgaine Halpin, Gary Clarke, Arthur Oslach, Scott Lewis, the General Manager/Secretary-Treasurer, and the Communications/Program Support Assistant.

Report FA 61/2024 – Watershed-based Resource Management Strategy was presented, discussed, and resolved.

Motion # 88/2024 A. Oslach G. Clarke CARRIED

THAT, the Full Authority approve the draft Watershed-based Resource Management Strategy for publication on the Catfish Creek Conservation Authority's website and by any other means the Authority deems adequate.

GENERAL MANAGERS REPORT:

- Completed draft Watershed Strategy, sought approval and held public consultation until July 26, 2024.
- Attended an online meeting with the City of St Thomas and the Ministry of Economic Development, Job Creation and Trade in regard to environmental retribution and how we may be able to assist in the process. Conservation Authorities are excellent partners to assist in fulfilling D-permit - habitat creation and enhancement.
- Continual work on the draft Conservation Areas Strategy to seek approval for September Full Authority Meeting to release to public for consultation and comment.
- Attended Conservation Ontario Council meeting with Chairperson Buchner virtually, details were provided in Report FA/ 2024.
- Attended a two-day General Managers meeting at the Kingbridge Conference Center.

- Prepared and hosted a Flood Mapping workshop to explain why we updated the Flood Mapping for the Village of Port Bruce our most prone area. Dr. Pat Prodanovic gave an excellent presentation on the processes taken and why we create flood mapping.
- Met with Mr. Ian Begg, donor of the Tisdale Conservation Area. A small ceremony will be planned for September to highlight the donation etc., more details will follow but it is tentatively planned for October 1, 2024 at the Cairn on Tisdale Line.
- Completed the required paperwork to receive our Section 39 Transfer Payment with MNR.
- Registered Gerrit Kremers to obtain his Train the Trainor Certificate through Workplace Safety North so we can take the lead on the chainsaw portion of ELP. Mr Kremers will also be certified to assist in municipal training for park, public works and roads departments, and any other interested candidates.
- Attended a CA Briefing on Recent Changes to the Class Environmental Assessment for Remedial Flood and Erosion Control Projects. On February 16, 2024, the Ministry of the Environment, Conservation and Parks amended the Class Environmental Assessment for Remedial Flood and Erosion Control Projects (commonly referred to as the "CO Class EA"). These amendments were made to facilitate the transition to a "project list approach" for comprehensive ("individual") EAs in Ontario, as well as to increase consistency with other Class EA processes.
- Attended a LEAP (Lake Erie Action Plan) meeting. The meeting featured three LEAP IT partner presentations on watershed management plans (Conservation Ontario and Grand River CA) and the Greenhouse Vegetable Agriculture's Leadership in Environmental and Economic Sustainability (OGVG). It was an opportunity for the team to hear more about how partners are supporting the LEAP.
- Completed the final reporting package for the Community Services Recovery Fund grant.
- Provided staff support where required.

CORRESPONDENCE:

a) Copied:

- Correspondence Registers June and July, 2024.

<u>Motion # 89/2024</u>	G. Clarke	A. Oslach	CARRIED
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THAT, the Copied Correspondence and Correspondence Register for June and July, 2024, be noted and filed.

CLOSED SESSION:

<u>Motion # 90/2024</u>	G. Clarke	A. Oslach	CARRIED
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THAT, the Full Authority adjourn to Closed Session at 10:45 a.m.

<u>Motion # 91/2024</u>	G. Clarke	A. Oslach	CARRIED
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THAT, the Full Authority rise with report at 10:54 a.m.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, September 12, 2024, commencing at 10:00 a.m.

Motion # 92/2024

G. Clarke

A. Oslach

CARRIED

THAT, the Full Authority be terminated at 10:55a.m.



General Manager / Secretary –Treasurer



Authority Chairperson

**MINUTES OF THE MEETING OF THE
CATFISH CREEK CONSERVATION AUTHORITY**

Thursday, August 15, 2024

Meeting #6/2024

PRESENT:

Paul Buchner	Chairperson	Township of South-West Oxford
Gary Clarke	Member	City of St. Thomas
Arthur Oslach	Member	Town of Aylmer
Morgaine Halpin	Vice-Chairperson	Municipality of Central Elgin

STAFF:

Dusty Underhill	General Manager / Secretary-Treasurer
Susan Simmons	Financial Services Coordinator
Peter Dragunas	Water Management Technician
Brittany Bell	Communications/Program Support Assistant
Gerrit Kremers	Resource Planning Coordinator
Al Bradford	Conservation Area Supervisor

ABSENT:

Scott Lewis	Member	Township of Malahide
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OTHERS PRESENT:

Rob Perry	Reporter, the Aylmer Express
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WELCOME / CALL TO ORDER:

Chairperson Buchner welcomed everyone and called the meeting to order at (10:00 a.m.).

ADOPTION OF AGENDA:

<u>Motion # 73/2024</u>	G. Clarke	A. Oslach	CARRIED
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THAT, the Agenda for the August 15th, 2024, Full Authority meeting be adopted as circulated.

DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF:

No one had a pecuniary interest to disclose at this time.

DISCLOSURE OF INTENTION TO AUDIO / VIDEO RECORD MEETING:

The Chairperson asked for disclosures of intentions to audio or video record the meeting. No one indicated any such intentions at this time.

ADOPTION OF MINUTES:

Motion #74/2024 A. Oslach G. Clarke CARRIED

THAT, the Minutes of Full Authority Meeting #05/2024 (June 13, 2024), be adopted as circulated.

Motion # 75/2024 G. Clarke A. Oslach CARRIED

THAT, the Minutes of Health and Safety Meeting #02/2024 (July 24, 2024), be adopted as circulated.

BUSINESS ARISING FROM MINUTES:

No one reported any outstanding business to discuss from the previous Minutes.

PUBLIC / SPECIAL DELEGATIONS:

None

REPORTS:

Reports FA 46 to FA 49/2024 – Monthly Staff Reports, were presented, discussed, and resolved.

Motion # 76/2024 A. Oslach G. Clarke CARRIED

THAT, Staff Reports FA 46 to FA 49 for the month of June and July, 2024 be noted and filed.

Report FA 50/2024 – June Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 77/2024 G. Clarke A. Oslach CARRIED

THAT, Report FA 50/2024 (June Summary of Revenue & Expenditures), be noted and filed.

Report FA 51/2024 – July Summary of Revenue and Expenditures, was presented, discussed, and resolved.

Motion # 78/2024 G. Clarke M. Halpin CARRIED

THAT, Report FA 51/2024 (July Summary of Revenue & Expenditures), be noted and filed.

Report FA 52/2024 – Accounts Paid, was presented, discussed, and resolved.

Motion # 79/2024 M. Halpin A. Oslach CARRIED

THAT, Accounts Paid totaling \$161,622.70, be approved as presented in Report FA 52/2024.

Report FA 53/2024 – Campground Registration Software was presented, discussed, and resolved.

Motion # 80/2024 M. Halpin A. Oslach CARRIED

THAT, the Cattfish Creek Conservation Authority choose CAMIS Registration Software as the replacement for Astra Campground Software at the Springwater Conservation Authority; and further,

THAT staff be directed to investigate the possibility of recouping Merchant Services fees for the 2025 season.

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Motion # 81/2024 A. Oslach M. Halpin CARRIED

THAT, the General Manager/Secretary-Treasurer of the Cattfish Creek Conservation Authority recommend to the Board of Directors that staff be directed to undertake public and stakeholder consultation regarding the draft CCCA Conservation Area Strategy.

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Motion # 82/2024 M. Halpin G. Clarke CARRIED

THAT, the Full Authority approve the Springwater Dam Natural Hazard Infrastructure Report and Asset Management Plan and the Springwater Dam Operation, Maintenance, and Inspection Manual which meet all the conditions and criteria described in Ontario Regulation 686/21.

Report FA 56/2024 –Conservation Ontario Council Meeting was presented, discussed, and resolved.

Motion # 83/2024 G. Clarke M. Halpin CARRIED

THAT, the information outlined in Report 56/2024, be noted and filed.

Report FA 57/2024 –June 25-27 General Managers Meeting was presented, discussed, and resolved.

Motion # 84/2024 M. Halpin G. Clarke CARRIED

THAT, the Full Authority receive Report FA 57/2024 as information.

Report FA 58/2024 –Lake Erie Action Plan (LEAP) Update was presented, discussed, and resolved.

Motion # 85/2024 G. Clarke M. Halpin CARRIED

THAT, the Full Authority receive Report 58/2024 as information at this time.

Report FA 59/2024 –Health and Safety Policy Addition was presented, discussed, and resolved.

Motion # 86/2024 A. Oslach G. Clarke CARRIED

THAT, the Board of Directors approve the updated Health & Safety Policies and Procedures addition outlined in Report FA 59/2024; and further;

THAT, the General Manager / Secretary advise staff of the addition to section 11.2 of the Health & Safety Policies and Procedures manual which becomes effective immediately.

Report FA 60/2024 –75th Anniversary Committee was presented, discussed, and resolved.

Motion # 87/2024 G. Clarke A. Oslach CARRIED

THAT, the Full Authority appoint a 75th Anniversary ad hoc committee consisting of Morgaine Halpin, Gary Clarke, Arthur Oslach, Scott Lewis, the General Manager/Secretary-Treasurer, and the Communications/Program Support Assistant.

Report FA 61/2024 – Watershed-based Resource Management Strategy was presented, discussed, and resolved.

Motion # 88/2024 A. Oslach G. Clarke CARRIED

THAT, the Full Authority approve the draft Watershed-based Resource Management Strategy for publication on the Catfish Creek Conservation Authority's website and by any other means the Authority deems adequate.

GENERAL MANAGERS REPORT:

- Completed draft Watershed Strategy, sought approval and held public consultation until July 26, 2024.
- Attended an online meeting with the City of St Thomas and the Ministry of Economic Development, Job Creation and Trade in regard to environmental retribution and how we may be able to assist in the process. Conservation Authorities are excellent partners to assist in fulfilling D-permit - habitat creation and enhancement.
- Continual work on the draft Conservation Areas Strategy to seek approval for September Full Authority Meeting to release to public for consultation and comment.
- Attended Conservation Ontario Council meeting with Chairperson Buchner virtually, details were provided in Report FA/ 2024.
- Attended a two-day General Managers meeting at the Kingbridge Conference Center.

- Prepared and hosted a Flood Mapping workshop to explain why we updated the Flood Mapping for the Village of Port Bruce our most prone area. Dr. Pat Prodanovic gave an excellent presentation on the processes taken and why we create flood mapping.
- Met with Mr. Ian Begg, donor of the Tisdale Conservation Area. A small ceremony will be planned for September to highlight the donation etc., more details will follow but it is tentatively planned for October 1, 2024 at the Cairn on Tisdale Line.
- Completed the required paperwork to receive our Section 39 Transfer Payment with MNR.
- Registered Gerrit Kremers to obtain his Train the Trainor Certificate through Workplace Safety North so we can take the lead on the chainsaw portion of ELP. Mr Kremers will also be certified to assist in municipal training for park, public works and roads departments, and any other interested candidates.
- Attended a CA Briefing on Recent Changes to the Class Environmental Assessment for Remedial Flood and Erosion Control Projects. On February 16, 2024, the Ministry of the Environment, Conservation and Parks amended the Class Environmental Assessment for Remedial Flood and Erosion Control Projects (commonly referred to as the "CO Class EA"). These amendments were made to facilitate the transition to a "project list approach" for comprehensive ("individual") EAs in Ontario, as well as to increase consistency with other Class EA processes.
- Attended a LEAP (Lake Erie Action Plan) meeting. The meeting featured three LEAP IT partner presentations on watershed management plans (Conservation Ontario and Grand River CA) and the Greenhouse Vegetable Agriculture's Leadership in Environmental and Economic Sustainability (OGVG). It was an opportunity for the team to hear more about how partners are supporting the LEAP.
- Completed the final reporting package for the Community Services Recovery Fund grant.
- Provided staff support where required.

CORRESPONDENCE:

a) Copied:

- Correspondence Registers June and July, 2024.

Motion # 89/2024

G. Clarke

A. Oslach

CARRIED

THAT, the Copied Correspondence and Correspondence Register for June and July, 2024, be noted and filed.

CLOSED SESSION:

Motion # 90/2024

G. Clarke

A. Oslach

CARRIED

THAT, the Full Authority adjourn to Closed Session at 10:45 a.m.

Motion # 91/2024

G. Clarke

A. Oslach

CARRIED

THAT, the Full Authority rise with report at 10:54 a.m.

NEXT MEETING / TERMINATION:

The next meeting of the Catfish Creek Conservation Authority will be held on Thursday, September 12, 2024, commencing at 10:00 a.m.

Motion # 92/2024

G. Clarke

A. Oslach

CARRIED

THAT, the Full Authority be terminated at 10:55a.m.



General Manager / Secretary –Treasurer



Authority Chairperson



Kettle Creek
Conservation Authority

Full Authority Minutes September 18, 2024

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on September 18, 2024 at 10:00 a.m. The meeting was streamed live to Facebook.

The meeting came to order at 10:09 a.m. As some members attended virtually all votes were recorded and are included in the Recorded Vote Registry.

In the absence of the Chair, Grant Jones, the Vice Chair, Lori Baldwin-Sands chaired the meeting.

Audio/Video Record Notice

The Audio/Video Recording Notice was posted and made available to the public.

Land Acknowledgement

Kettle Creek Conservation Authority wishes to acknowledge the treaty and traditional lands originally occupied by the Indigenous First Nation peoples of the Anishinabek, Attiwonderonk and Haudenosaunee nations. KCCA strives to build meaningful relationships with Indigenous communities and recognizes the importance of respecting these treaties and lands.

Members Present:

Lori Baldwin-Sands (Vice Chair)	St. Thomas	In Person
Frank Berze	Middlesex Centre	In Person
Jim Herbert	St. Thomas	In Person
Jerry Pribil	London	Virtual
JJ Strybosch	London	Virtual
Sam Trosow	London	Virtual
John Wilson	Malahide	In Person

Members Absent:

Grant Jones (Chair)	Southwold
Sharron McMillan	Thames Centre
Todd Noble	Central Elgin

Staff Present:

Jennifer Hogan	Resource Assistant	Virtual
Jessica Kirschner	Corporate Services Coordinator	Virtual
Brandon Lawler	Forestry and Lands Technician	Virtual
Jeff Lawrence	Forestry and Lands Supervisor	Virtual
Elizabeth VanHooren	General Manager/Secretary Treasurer	In Person

VanHooren noted an additional Legal Matter for the Closed Session of the Agenda.

Introductions & Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

Hearing Board

There was no Hearing required.

Minutes of Meeting

FA121/2024

Moved by: Jim Herbert

Seconded: Frank Berze

That the minutes of the August 22, 2024, Full Authority Meeting be approved.

Carried

John Wilson joined the meeting in person at 10:11 a.m.

Matters Arising

FA122/2024

Moved by: Jim Herbert

Seconded: John Wilson

That the staff reports on Matters Arising (a) through (c) be received.

Carried

New Business

a) Flexible Work Arrangements Policy

FA123/2024

Moved by: Jim Herbert

Seconded: Frank Berze

That the Flexible Work Arrangements Policy be approved.

Carried

b) 2025 Budget Approval Timeline

FA124/2024

Moved by: Sam Trosow

Seconded: Jerry Pribil

That the 2025 Budget Approval Timeline Report be received; and further

That the City of London 2025 Budget Submission be approved with a 7.5% increase to the municipal cost apportionment.

Carried

c) Sandymount Subdivision, St. Thomas (34T-23501 & 34T-23502)

FA125/2024

Moved by: JJ Strybosch

Seconded: John Wilson

Based on the submitted CJD Letter of September 6, 2024, that staff proceed to support the Sandymount Subdivision Application and necessary Section 28 permits.

Carried

d) Monthly Planning and Regulations Report

FA126/2024

Moved by: John Wilson

Seconded: Frank Berze

That the September 2024 Planning and Regulations Activity Report be received.

Carried

Under New Business, Wilson inquired about KCCA's ability to protect donated land from disposition.

VanHooren referred members to KCCA's Acquisition and Disposition Policy that was updated in 2022 to provide for land disposition procedures and requirements.

Closed Session

The Closed Session meeting began at 10:42 a.m.

FA127/2024

Moved by: Jim Herbert

Seconded: JJ Strybosch

That the Full Authority move to Closed Session to discuss legal, personnel or property matters.

Carried

FA128/2024

Moved by: Jim Herbert

Seconded: John Wilson

That the Full Authority revert to open session and report.

Carried

The Open Session resumed at 11:00 a.m.

- a) Minutes

FA129/2024

Moved by: Jim Herbert

Seconded: Frank Berze

That the minutes of the Closed Session meeting of the August 22, 2024 Full Authority Meeting be approved.

Carried

- b) Legal Matter – Acquisition of Property
- c) Legal Matter
- d) Personnel Matter

FA130/2024

Moved by: Sam Trosow

Seconded: Jerry Pribil

That staff proceed as directed on the legal, personnel and property matters.

Carried

Upcoming Meetings

Full Authority Meeting

October 16, 2024

10:00 a.m.

FA131/2024

Moved by: Frank Berze

Seconded: John Wilson

That the meeting be adjourned at 11:02 a.m.

Carried



Elizabeth VanHooren
General Manager/Secretary Treasurer



Lori Baldwin-Sands
Vice Chair

Recorded Vote Registry FA121/2024 to FA126/2024

A=Absent Y=Yes N=No AB=Abstain

Board Member	FA121/2024	FA122/2024	FA123/2024	FA124/2024	FA125/2024	FA126/2024
Baldwin-Sands	Y	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	A	Y
Jones	A	A	A	A	A	A
McMillan	A	A	A	A	A	A
Noble	A	A	A	A	A	A
Pribil	Y	Y	Y	Y	Y	Y
Strybosch	AB	Y	Y	Y	Y	AB
Trosow	Y	Y	Y	Y	Y	Y
Wilson	A	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA127/2024 to FA131/2024

A=Absent Y=Yes N=No AB=Abstain

Board Member	FA127/2024	FA128/2024	FA129/2024	FA130/2024	FA131/2024
Baldwin-Sands	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y
Jones	A	A	A	A	A
McMillan	A	A	A	A	A
Noble	A	A	A	A	A
Pribil	Y	Y	Y	Y	Y
Strybosch	Y	Y	AB	Y	Y
Trosow	Y	Y	Y	Y	Y
Wilson	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried

October 30, 2024

Delivered by Email

Nathan Dias

Chief Administrative Officer/Clerk
Township of Malahide
87 John St. South
Aylmer, ON
N5H 2C3

Dear Nathan,

Re: KCCA's Conservation Areas Strategy – Consultation Period

Under the *Conservation Authorities Act*, each Conservation Authority in Ontario is required to prepare a Conservation Areas Strategy. The purpose of the Strategy is to provide guidance for the management and operation of KCCA's Conservation Areas.

KCCA has prepared a draft Conservation Areas Strategy and is inviting municipalities, neighbouring Indigenous communities, watershed organizations, and the public to review and comment on the Strategy.

The draft Conservation Areas Strategy is available on KCCA's website at <https://www.kettlecreekconservation.on.ca/conservation-area-strategy/> and feedback may be submitted through the website or to the undersigned until November 28, 2024.

If you have any questions or concerns about the Strategy, please do not hesitate to contact the undersigned at elizabeth@kettlecreekconservation.on.ca or 519-631-1270 x222.

Sincerely,



Elizabeth VanHooren
General Manager

News from the AMMA

November - December 2024



Tour of Homes Tickets are Available Now!

We're so excited to announce that Tour of Homes tickets are available now!

Friday, November 15th • 4 pm to 10 pm

Saturday, November 16th • 1 pm to 9 pm

Sunday, November 17th • 1 pm to 5 pm

Tickets available at

Aylmer-Malahide Museum & Archives (14 East St.)

Aylmer:

A Little off the Top
Butter Me Up Soap Company
Campbells II
Divas & Dudes Hair Care
First Impressions Hair Designing
The Flower Fountain
Hills Pharmacy (Downtown)
InStyle Salon & Spa
Mary Jane's Hair Design
Pinecroft

Sherrri Gray Hair

Spare Moments Crafts Supplies

Tillsonburg:

Lux Salon and Spa
Tillsonburg Garden Gate

St. Thomas:

Family Flowers
Mugford's Shoes & Clothing
Railway City Brewing Co.

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Supporters • Pages 7-10

Tour of Homes Sneak Peek

149



Tickets
\$25

November 15th - 17th



11480 Springfield Road

Built in 1870, this century home has undergone major renovations prior to the current owners' purchase in 2021. Sitting on six acres, this property boasts a large barn which provides much-needed storage and a home for laying hens. In the backyard, check out the lovely pond and volleyball court. This home is the perfect venue for hosting family and friends.



13654 Putnam Road

The current homeowners purchased this property in 2015 as an 80+ year-old, small, single-family farmhouse. Extensive remodelling and decorating transformed the old farmhouse into their home. A new addition of a two-storey attached dwelling in 2016, for the homeowner's parents, has created two homes to be used by generations of the family to come. The property has been upgraded with extensive gardens, trees, a pool and swim spa, and the much-loved wood-fired pizza oven.



200 Caverly Road

This raised bungalow, with its dramatic stone block façade, was built in 1994 by Mark Minor Homes. The current owners purchased the home in 2023. The lower level of the home features a large family room and adjoining games room. The upper level features a large living room, three bedrooms, and an eat-in oak kitchen. The beautiful two-tier deck allows for a bird's eye view of the backyard.



26 Lawrence Crescent

This home is tucked away on a serene crescent, with sweeping views of trees, a creek, and parkland stretching behind it. Since 2016, the homeowners have been infusing their space with a minimalist, clean design that shines throughout the light-filled interior. The combination of concrete countertops and solid maple cabinets adds a touch of natural elegance. With a screened-in porch and an outdoor pool, the home offers the perfect retreat for all seasons.

Car Show Update

Thank you to everyone who came out to support us at our car show on October 5th. We raised over \$2,100 through vehicle registrations, our 50/50 draw, and food sales.

Thank you to the following for donating door prizes: Wise Line Tools, Canadian Tire, Aylmer Tire, Arrow Motors, Bestway Auto Supply, Goodwill's, Duff's Garage, Auto Parts Centre, Mike Laur's Automotive, McDonald's, and North End Auto.

Thank you to volunteers who came out and assisted us during the event, including Jennifer Kirby, Jeanette Pesall, Scott Beverly, Tom Charlton, Linda Charlton, Rosemary Kennedy, Betty Pickard, and Roy Pickard!

Finally thank you to the Saxon Hall for allowing us to host our event there!
Photographs of the event courtesy of Linda Charlton. Thank you, Linda!!



Gift Basket Raffle

150

Enter for your chance to win!

Our volunteer gift baskets, a visitor-favourite from the Tour of Homes, have returned! The themes this year include: scratch tickets; spa day; tea lover; book lover; movie night; basket of booze; car wash; coffee lover; arts and crafts; date night; and beer, wine, hockey, and snacks. Take a sneak peek of the baskets!

Tickets are 6 for \$5 and can be used to enter to win your choice of 11 different baskets! They can be purchased at the museum beginning November 1st and will be available through the Tour of Homes. We'll draw the winning tickets on November 17th!

Thank you so much to our volunteers and staff who created a basket for us! They include: Betty Segui, Edie Vindasius, Sherry Bentley, Shirley Fallowfield, Linda Charlton, Deb Addley, Rosemary Kennedy, and staff Sarah Bentley, Amanda VandenWyngaert, and Kathi Vandermeer. Special thank you to Arrow Motors and the Aylmer Performing Arts Council for their donations to our baskets!



Yard Sale

November 2nd, 2024

Thank you to everyone who came out to support our yard sale on September 28th. Thanks to all of the great donations to our sale, we raised nearly \$700! Thank you to volunteers Betty and Roy Pickard and Scott and Darlene Beverly for helping us make sure our yard sale ran smoothly!

We had such a successful day, we've decided to host a second yard sale on November 2nd. If you have anything you'd like to donate to our yard sale, you're welcome to drop it off at our 14 East St. location!



Date
November 2, 2024
8 am to 2 pm



Location
75 Talbot St. E.,
Aylmer

50/50 Raffle

Raffle #5

Congratulations to our previous raffle winner Janice who took home \$365 during our last raffle! We're excited to announce our next online 50/50 raffle fundraiser will begin September 1st. 50% of the money raised through ticket sales will be awarded to the winner of the draw, and 50% will go towards our relocation project. Tickets available now!



3 for \$10
 10 for \$20
 50 for \$50
 200 for \$100



Sales begin: September 1, 2024
Sales end: November 30, 2024
Draw date: December 1, 2024

Thank you for your support!

We're partnering with the RaffleBox platform to facilitate this fundraiser. Tickets are available at rafflebox.ca/raffle/aylmermuseum or by scanning the QR code above. We are also able to accept in-person cash purchases at the museum!

Lottery license #RAF1375246



50/50 RAFFLE

Benefitting the Aylmer-Malahide Museum & Archives' Relocation Project

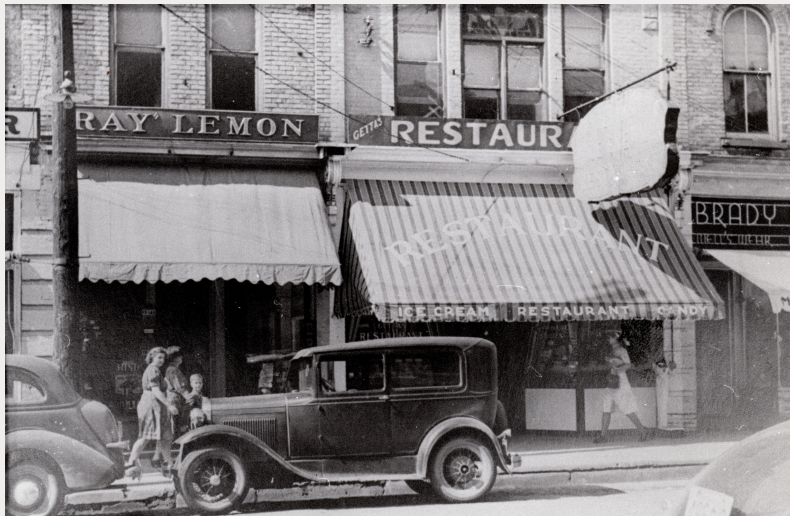
ONLINE TICKET SALES ONLY

Win big while supporting a great cause!

Then and Now

North Side of Talbot Street East

Then: Photograph of Ray Lemon's Drug Store and Getta's Restaurant taken by Thomas Bradt ca. 1939.
 Now: Photograph of Hills Pharmacy and Johnny's Restaurant in 2022.



New Acquisitions

September-October

At our acquisition meetings in September and October, we accepted 313 artifacts from 8 donors into our collection. One notable donation was a sportcoat and class ring from East Elgin Secondary School.

A special thank you to Acquisition Committee members Pat White, Kelly Pearson, Deb Addley, Jim McCallum, and Allan Cross for their assistance and expertise every month!



From Our Archives 100 Years Ago

Illustrated Christmas postcard. The reverse is addressed to Mr. R. Ferguson of Springfield. The postcard is postmarked December 23, 1924. The message on the reverse reads, "Dear Friends, a long time since we have heard from you hope you are well and enjoying this Xmas season, lovingly yours, J. and Mrs. Veale."



New Building Updates

After a long period of fundraising and research, we're pleased to announce that Phase One of our Relocation Project is underway! Our structural, mechanical, and architectural inspection of the new building took place on Wednesday, June 26th, alongside a designated substances survey. We have received the Building Condition Assessment! The staff, board, and building committee will discuss the final design that the architects at our firm will work with. We will be tackling the most important issues first, like ensuring the building is artifact-safe and accessible. Our engineering firm for the first phase quoted us a total of \$58,275 for these services, which we've been paying monthly in small increments. As of mid-October 2024, the Relocation Fund contains \$134,779.84. Thank you all so much for your support along the way! We'll issue another update as soon as we can!



153 Upcoming Events



Yard Sale

Join us on November 2nd from 8 am to 2 pm for an indoor yard sale at 75 Talbot St. E.



Tour of Homes

Join us for our 20th Annual Christmas Tour of Homes! The tour will take place the weekend of November 15th to 17th, 2024.

Friday, November 15th • 4 pm to 10 pm
Saturday, November 16th • 1 pm to 9 pm
Sunday, November 17th • 1 pm to 5 pm



Last Day of the Season

Stop by before November 29th to see our current exhibit, *The Roaring Twenties*.



The Roaring Twenties

Stop by to view our new exhibit, *The Roaring Twenties: Flappers, Fashion, and Freedom*. Monday to Friday 10 am to 5 pm until November 29.



50/50 Raffle

We're hosting a fifth online 50/50 to support our Relocation Project! Ticket sales will be from September 1 to November 30 with the draw taking place December 1. For more information or to purchase tickets see: rafflebox.ca/raffle/aylmermuseum

Volunteer Updates

by Sarah Bentley, Volunteer Coordinator

Director Jim McCallum is currently working on our collection of legal documents. In total, Jim has entered 6,908 records!

Many thanks, as always, to the volunteers who help us with our collections management! Bozena Boadway and Cathy Kasza have been helping us repackage our artifacts to ensure their safe storage for decades to come.

Thank you all so much for your help at our Murder Mystery Dinner Theatre! Special thanks to writer, director, and actor Ron Sawyer; actors Alex D'Alessandro, Tina Berry, Evan Thompson, Katherine Thompson, Colleen Sawyer, Kathi Vandermeer, and Peter Leack; kitchen helpers Jeanette Pesall, Jennifer Kirby, Bertha Strickland, and Valerie Strickland; and volunteers Rosemary Kennedy, Chris Dancey, Ferne Taggart, Marie Nelson, Linda Charlton, Tom Charlton, Ron Hilborn, and Lorna Hilborn. This was a huge undertaking, and we couldn't have done it without you!

A huge thank you to Director Rebecca Horeth and helper Sophie Lindert for coordinating, setting up, and dismantling the *Arriving in Aylmer* exhibit. The exhibit was so well-produced and was a huge success! Thank you so much!

We always love to have new volunteers on board! If you're interested in volunteering with us, please consider contacting me at collections@aylmermuseum.ca or (519) 773-9723, or stop in at 14 East St. to say hello.



A huge thank you to the wonderful volunteers who arranged our Tour of Homes baskets!

Membership, Sponsors, and Supporters



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FUNERAL HOME**

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(519) 773-8400
email: kebbel@eastlink.ca

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Membership, Sponsors, and Supporters



Springfield Swans

~ are members of Swans Ontario, a fairly new service organization that provides help and assistance to the community by volunteering. To assist those in need ~ to support fellow members ~ someone who offers their hand in friendship willingly. Are part of a team that strives to make a difference in the community through fundraising, service work, making donations and having fun! Springfield Swans maintain the Mary H Pearson Memorial Garden (Cenotaph Park, Springfield), host an annual Seniors "Christmas in July" event and a monthly Senior's afternoon on the second Tuesday of each month. Donations primarily are kept to local ventures, and include the school, fire department, parade, Fun Day, and area charities. Fundraising is varied and includes an annual Community Beef Supper (each year in support of a new charity), Bake Sales, Community Birthday Calendars and assignments at Jackpot Time Entertainment Centre in St Thomas. Anyone who is 18 years of age or older, who is service minded and invited into the club may be a member.

"Volunteering for a Better Community"

Check out our Facebook Page: Springfield Swans Club - Ontario ~~~ PO Box 179, Springfield, ON N0L 2J0



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Membership, Sponsors, and Supporters

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Judy Anderson
 Jessie Charlton
 Chris Dancey
 Ann Donkers
 Susan Graves
 Sylvia Hall
 Mike & Penny Hilliker
 Lynn Johnston
 John & Henrietta Karn
 Ella Killough
 Mary Jane Lampman
 Bill Murch
 Beth Phoenix
 Ron & Colleen Sawyer
 Kathi Vandermeer
 Edie Vindasius
 Ken & Mary Wilson

2024 Supporter

Dennis & Bozena Boadway
 Shirley Fallowfield
 Robert Habkirk
 Melanie MacNeil
 Patrick & MaryAnn Hunter
 Donald Kunz
 Carolyn Pasquier
 Kim & DJ Smale
 Bertha Strickland
 Kathleen & Harvey Tribe
 Catholic Women's League

If you have not paid your 2024 membership and still wish to do so, please contact Kathi at officemanager@aylmermuseum.ca.

2024 Founder

Linda & Tom Charlton
 Rebecca Horeth & Reilly Ragot
 Doreen & Jim MacIntyre
 Dave & Judy Mennill
 Kelly Pearson

2024 Benefactor

Deb & Carl Bagshaw
 Goodwill's Used Cars
 Keith & Anne Howe
 Larry & Jacquie Jeffery
 Rosemary Kennedy
 Susan Kyle & John Beekman

2024 Associate

Rhonda & Wilf McNaughton
 Marvin Ryder
 Knights of Columbus
 Tom Hill

2024 Sponsors

Aylmer Canadian Tire
 Aylmer & Area Community Foundation
 Aylmer Legion
 Canadian Museum Association
 Canada Summer Jobs
 Community Foundations of Canada
 Eastlink
 Inclusive Communities Consulting
 Springfield Swans
 Town of Aylmer
 Township of Malahide
 Ministry of Tourism, Culture & Sport
 Young Canada Works

Thank you all for your continued support!

From: SCOR EDC <scor@scorregion.com>
Sent: Tuesday, October 29, 2024 4:50 PM
To: Allison Adams <AAdams@malahide.ca>
Subject: SCOR EDC at AMO 2024



**At AMO 2024,
SCOR EDC showcased its
collaborative approach and
successful advocacy for
provincial support to address key
regional issues and drive long-
term economic prosperity.**

**Join us in shaping our region's
future—get involved and support
our initiatives today!**



SCOR EDC at AMO 2024: Championing Economic Development for the Five-County Region

This year's AMO 2024 Conference marked a significant milestone for SCOR EDC, as we successfully secured delegation meetings with key provincial ministries to address the pressing issues impacting our five-county region. Over the past decade, SCOR EDC has established a reputation for its focused, actionable initiatives that promote long-term economic prosperity. The

discussions at AMO 2024 centered around key opportunities and challenges, from workforce and business supports to infrastructure and energy, as we continue to advocate for provincial support and resources to enhance regional prosperity.

A Collaborative Approach to Regional Development

SCOR EDC's unique approach is rooted in collaboration, where neighbors support neighbors. At AMO 2024, we emphasized the critical importance of inter-community transportation, infrastructure development, and workforce solutions tailored to the specific needs of our communities. By engaging with ministers and provincial leaders, we made a compelling case for targeted economic development that addresses the specific needs of rural and small urban areas.

This year's discussions were led by SCOR EDC Chair, Norfolk County Mayor Amy Martin, whose leadership highlighted both immediate and long-term strategies that can benefit our region. The focus of these meetings included region-wide infrastructure that supports communities and businesses, as well as anticipated developments in energy, intercommunity transportation, and economic development.

[**CLICK HERE TO READ MORE**](#)



[CLICK HERE TO VISIT OUR WEBSITE](http://www.scorregion.com)





**NOTICE OF PUBLIC MEETING
PROPOSED HOUSEKEEPING
AMENDMENT TO THE TOWN OF AYLMER
ZONING BY-LAW NO. 57-99**

Pursuant to Section 34 of the Planning Act

PLEASE TAKE NOTICE that the Council of the Corporation of the Town of Aylmer will hold a hybrid (in-person and virtual) public meeting on **Wednesday, November 20th, 2024, at approximately 7:00 p.m.** with a public livestream available at www.aylmer.ca. Council is hereby notifying the public in accordance with Section 34 of the *Planning Act*, R.S.O. 1990, c.P.13, as amended. The public is invited to participate in the hybrid meeting and to provide verbal and written comments regarding a proposed Zoning By-law Amendment

The purpose and effect: This is a Town-initiated housekeeping amendment that **affects all lands** in the Town of Aylmer (unless otherwise specified) as generally itemized below:

1. Amend, add and remove definitions
2. Amend and add general provisions for additional residential units, parking space requirements for residential uses, stacking lane requirements, sight triangles and shipping containers
3. Corrections to errors discovered in the By-law
4. Amend Commercial Core (C1) – Zone Requirements for Dwelling Units
5. Amend and add site specific provisions
6. Amend Schedule “A” - Zoning By-law Maps
7. Amend and add to table of contents

Any person or public body may attend the Hybrid Public Meeting and/ or make written or verbal representation either in support of, or in opposition to the proposed Zoning By-law Amendment. If you wish to attend the Public Meeting virtually, please contact the Manager of Planning and Development by email at hjames@town.aylmer.on.ca or by phone by no later than noon on November 20th, 2024, to receive an invitation to the meeting. Verbal representation for the Hybrid Public Meeting may be provided electronically or by phone. Written comments can be submitted by email to the Manager of Planning and Development or in-person to the Town Hall Office by no later than noon on November 20th, 2024. If you rent your property to seven (7) or more tenants, please post a copy of this notice in a location on your property, which is visible to all the residents.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Town of Aylmer to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Town of Aylmer before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at the public meeting or make written submissions to the Council of the Town of Aylmer before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Additional information regarding the proposed amendment is available for inspection between 8:00 a.m. and 5:00 p.m. weekdays at Aylmer Town Hall and online at <https://aylmer.ca/town-hall/planning-and-development/town-of-aylmer-comprehensive-zoning-by-law-housekeeping-amendment/>. Those interested in additional information regarding the proposed amendment, including information about appeal rights, may contact: Heather James, Manager of Planning and Development Phone: 519-773-3164 x4915 or Email: hjames@town.aylmer.on.ca.

DATED this 30th day of October 2024

Heather James, MES (Pl.), RPP, MCIP
Manager, Planning and Development, Town of Aylmer
46 Talbot Street West
Aylmer ON N5H 1J7
Ph: 519-773-3164
Fax: 519-765-1446



Town of Tillsonburg
Office of the Clerk

200 Broadway, Suite 204 Tillsonburg, ON N4G 5A7

Tel: (519) 688-3009

Fax: (519) 842-9431

October 11, 2024

Minister of Transportation
Hon. Prabmeet Singh Sarkaria
Email: minister.mto@ontario.ca

MPP Oxford
Ernie Hardeman
Email: Ernie.Hardeman@pc.ola.org

SCOR EDC
Email: do@scorregion.com

Re: Continued Funding Support - Southwest Community Transit

Please be advised that the Town of Tillsonburg Council, at its meeting held on October 7, 2024 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution # 2024-474

Moved By: Councillor Luciani

Seconded By: Councillor Spencer

Whereas the County of Brant, Middlesex County, Municipality of Strathroy Caradoc, Norfolk County, Municipality of East Zorra Tavistock, Grey County, Perth County, City of Stratford, Municipality of Lambton Shores, and Wellington County have successfully utilized government funding to create and sustain local community transit through Southwest Community Transit; and

Whereas 85,000 riders have utilized the Southwest Community Transit services in the first half of 2024 alone, demonstrating significant community reliance on these services; and

Whereas the economic impact of this transit system is estimated to be \$748,800,000 annually, largely due to its role in providing transportation to employment opportunities; and

Whereas the current funding for this critical small urban and rural



inter-community transit service is set to expire in March 2025, putting the sustainability of the service at risk:

Therefore be it resolved that the Town of Tillsonburg council urges the provincial government to continue funding Southwest Community Transit beyond March 2025 to ensure the ongoing viability of this essential service for small urban and rural Ontario

Be it further resolved that this resolution be circulated to the County of Brant, Elgin County, Middlesex County, Norfolk County, Oxford County, Municipality of Strathroy Caradoc, Municipality of East Zorra Tavistock, Perth County, City of Stratford, Municipality of Lambton Shores, Wellington County, Bruce County, Municipality of Bayham, Municipality of Thames Centre and other relevant stakeholders for their support and advocacy.

Carried

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Laura Pickersgill
Executive Assistant
Town of Tillsonburg

Cc: All Ontario municipalities

From: dev <dev@tvdsb.ca>
Sent: Wednesday, October 30, 2024 3:16 PM
To: dev <dev@tvdsb.ca>
Subject: Education Development Charges - Update

Good afternoon,

We hope that you are all doing well. The purpose of this email is to provide an update regarding Education Development Charges for both the London District Catholic School Board and the Thames Valley District School Board.

The project team is continuing to work on the preparation of the background study. A draft of the report is expected to be available by early January 2025, with additional consultations with municipalities and industry partners planned later that month. Meeting invites to these hybrid sessions will be distributed in the coming weeks. The purpose of the next round of consultations will be to review and receive feedback regarding the draft background study before it is finalized for the statutory public meetings, which are tentatively planned for late February 2025.

Please continue to reach out to any member of the project team if you have any questions or require additional information at this time. For additional details, to contact the team, and to review past presentations and slide decks, please visit www.tvdsb.ca/EDC and [Education Development Charge – Parents & Community – London District Catholic School Board](#).

Thank you.



Education Development Charges Stakeholder Information Session - London

Thames Valley District School Board
London District Catholic School Board
June 11, 2024



KEY CONTACTS

Ben Puzanov
Manager of Planning
Thames Valley District School Board
b.puzanov@tvdsb.ca

Rebecca McLean
Supervisor of Planning
London District Catholic School Board
rmclean@ldcsb.ca

Consultant: Jack Ammendolia, Watson & Associates

Legal Counsel: Brad Teichman, Overland LLP

Appraisers: Cushman & Wakefield

What Is An Education Development Charge



- An Education Development Charge (EDC) is a development charge that is imposed under a bylaw respecting growth-related net education land costs incurred or proposed to be incurred by a School Board.
- In simpler terms, this means it is a charge that is levied on new development that is paid by the developer/permit taker when the building permit is issued by the municipality.
- The revenue collected from the charge is then used by a school board to purchase land/school sites for new schools to be built upon.

EDC Legislative Changes: A Summary



On October 12, 2018, the Provincial government made a change to the legislation that pertains to education development charges;

- ❖ Ontario Regulation 438/18 amended Ontario Regulation 20/98.
 - Froze EDC rates at the levels in existing EDC by-laws as of August 31, 2018.

On March 29, 2019 the Government further amended the EDC legislation.

- ❖ Ontario Regulation 55/19 amended Ontario Regulation 20/98.
 - Essentially lifted the EDC rate freeze by implementing a provisional phase-in of proposed EDC rates with maximum yearly increases.



Phased In EDC Rates

- In year 1, the existing EDC rate could be increased by \$300 or 5% of the existing residential EDC rate, whichever is greater. The non-residential rate can similarly be increased by \$0.10 or 5% of the existing non-residential EDC rate;
- In the second year of the by-law and in each subsequent year, the rate could be increased by another \$300 or 5% of the previous year's residential EDC rate, whichever is greater. Again, the non-residential rate can also be increased by another \$0.10 or 5% of the previous year's non-residential EDC rate.
- Both the residential and non-residential rates are subject to maximum rates, which are the proposed EDC rates in the EDC Background Study.

What Are The Existing Charges & How Are They Applied?



The Thames Valley District School Board has never had an EDC bylaw. If the Board enacts EDC bylaws, the bylaws would be the first for the Board.

The London District Catholic School Board did have EDC bylaws that were applied across its jurisdiction in the early 2000's. The Board had 4 EDC bylaws; one each for Middlesex, Oxford and Elgin (including St. Thomas) counties and one for the City of London. The County bylaws lapsed in 2000 and the City in 2005.

Why 4 Bylaw Areas?

The EDC legislation defines certain bylaw areas – many former school board boundaries prior to amalgamation, are still defined as separate regions for the purposes of EDC legislation. As such, any future EDCs for both school boards would have to be contemplated/enacted as 4 separate bylaw areas/regions.



EDC Phase-In & Cap

- **New charges: \$300 maximum increase over last existing residential EDC and \$0.10 maximum increase over last existing non-residential EDC.**
- TVDSB – no existing charges (i.e. \$0). Maximum year 1 residential charge can only be \$300 regardless of what is calculated as the proposed charge and the non-residential charge can be a maximum of \$0.10 in year 1.
- LCDSB – the proposed charges would be based on the last in-effect EDC's (below). There were no non-residential charges so the maximum non-residential charge in year 1 can be a maximum of \$0.10.
 - Middlesex County: \$602 per unit.
(MAX CHARGE YEAR 1 = \$902)
 - City of London: \$379 per unit.
(MAX CHARGE YEAR 1 = \$679)
 - Oxford County: \$250 per unit.
(MAX CHARGE YEAR 1 = \$550)
 - Elgin County: \$260 per unit.
(MAX CHARGE YEAR 1 = \$560)

Demographics: Elgin, Middlesex, Oxford, London, St. Thomas



Population Cohort	2001 Census	2006 Census	2011 Census	2016 Census	2021 Census	2011-2021		2016-2021	
						Absolute Change	% Change	Absolute Change	% Change
Total Population	583,985	610,470	632,245	655,355	717,140	84,895	13%	61,785	9%
Pre-School Population (0-3)	27,050	26,580	28,515	28,465	29,690	1,175	4%	1,225	4%
Elementary Aged Population (4-13)	81,560	76,415	72,185	75,255	84,000	11,815	16%	8,745	12%
Secondary Aged Population (14-18)	41,210	43,395	42,740	38,560	41,055	-1,685	-4%	2,495	6%
Population Over 18 Years of Age	434,165	464,080	488,805	513,075	562,395	73,590	15%	49,320	10%

Dwelling Unit Data	2001 Census	2006 Census	2011 Census	2016 Census	2021 Census	2011-2021		2016-2021	
						Absolute Change	% Change	Absolute Change	% Change
Total Occupied Dwellings	228,405	241,960	255,320	269,310	289,320	34,000	13%	20,010	7%
Total Pop./Dwelling	2.56	2.52	2.48	2.43	2.48	0.00	0%	0.05	2%
Elementary Pop./Dwelling	0.36	0.32	0.28	0.28	0.29	0.01	3%	0.01	4%
Secondary Pop./Dwelling	0.18	0.18	0.17	0.14	0.14	-0.03	-15%	0.00	-1%

Source: Statistics Canada Census Profile, 2001,2006,2011,2016

Demographics: City of London EDC Region



Population Cohort	2001 Census	2006 Census	2011 Census	2016 Census	2021 Census
Total Population	336,545	352,405	366,155	383,815	422,335
Pre-School Population (0-3)	15,115	14,780	16,010	16,265	16,510
Elementary Aged Population (4-13)	44,565	41,325	38,945	41,480	47,615
Secondary Aged Population (14-18)	22,515	23,975	23,570	21,465	23,635
Population Over 18 Years of Age	254,350	272,325	287,630	304,605	334,575

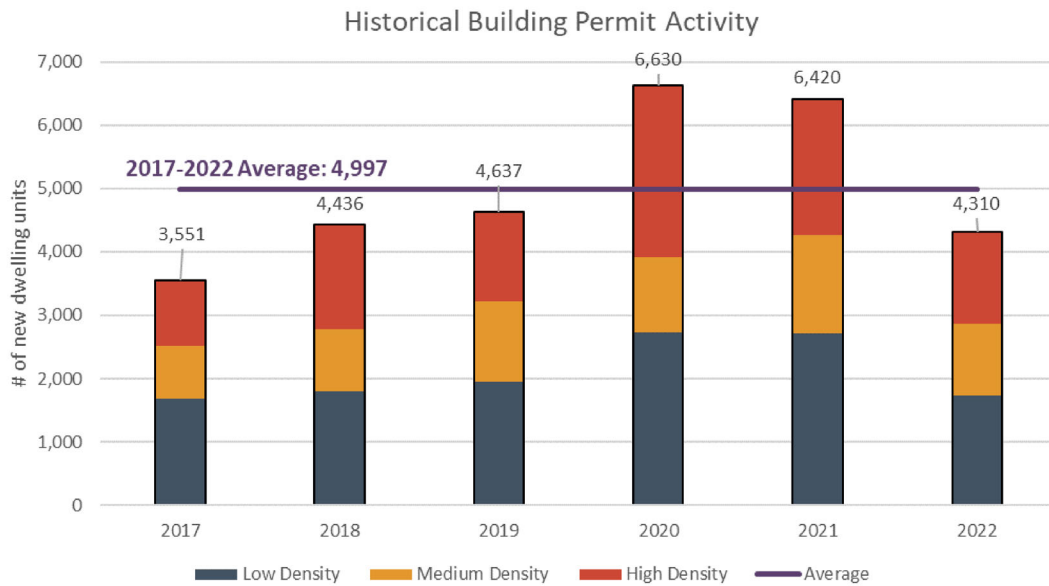
2011-2021		2016-2021	
Absolute Change	% Change	Absolute Change	% Change
56,180	15%	38,520	10%
500	3%	245	2%
8,670	22%	6,135	15%
65	0%	2,170	10%
46,945	16%	29,970	10%

Dwelling Unit Data	2001 Census	2006 Census	2011 Census	2016 Census	2021 Census
Total Occupied Dwellings	137,760	145,525	153,630	163,140	174,655
Total Pop./Dwelling	2.44	2.42	2.38	2.35	2.42
Elementary Pop./Dwelling	0.32	0.28	0.25	0.25	0.27
Secondary Pop./Dwelling	0.16	0.16	0.15	0.13	0.14

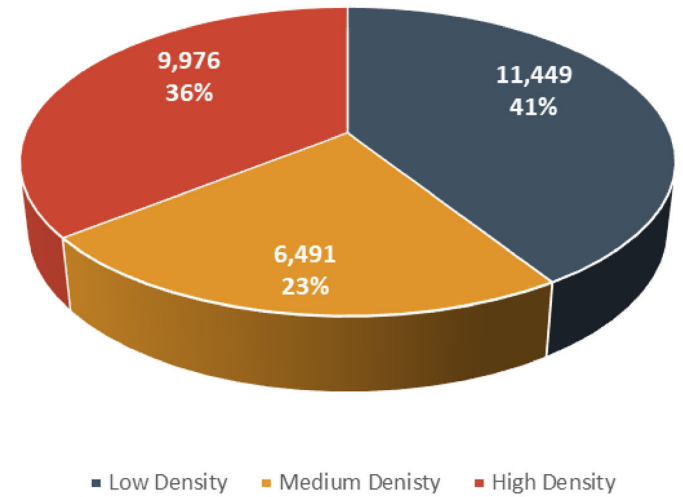
2011-2021		2016-2021	
Absolute Change	% Change	Absolute Change	% Change
21,025	14%	11,515	7%
0.03	1%	0.07	3%
0.02	8%	0.02	7%
-0.02	-12%	0.00	3%

Source: Statistics Canada Census Profile, 2001,2006,2011,2016

Historical Growth – Elgin, Middlesex, Oxford, London, St. Thomas



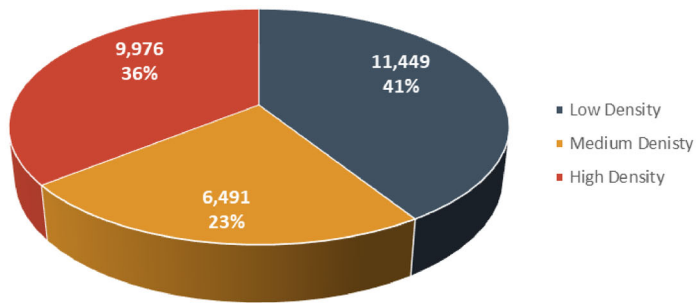
2018-June 2023 Building Permit Activity by Unit Type



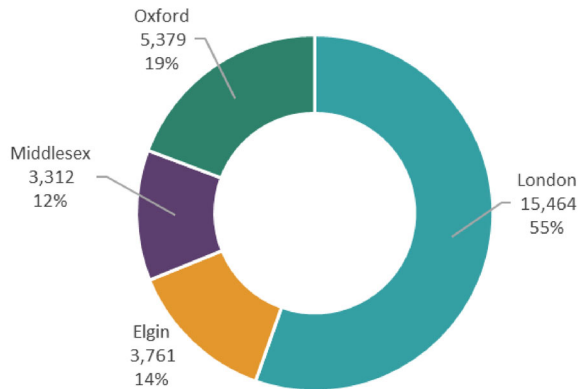


Dwellings – Elgin, Middlesex, Oxford, London, St. Thomas

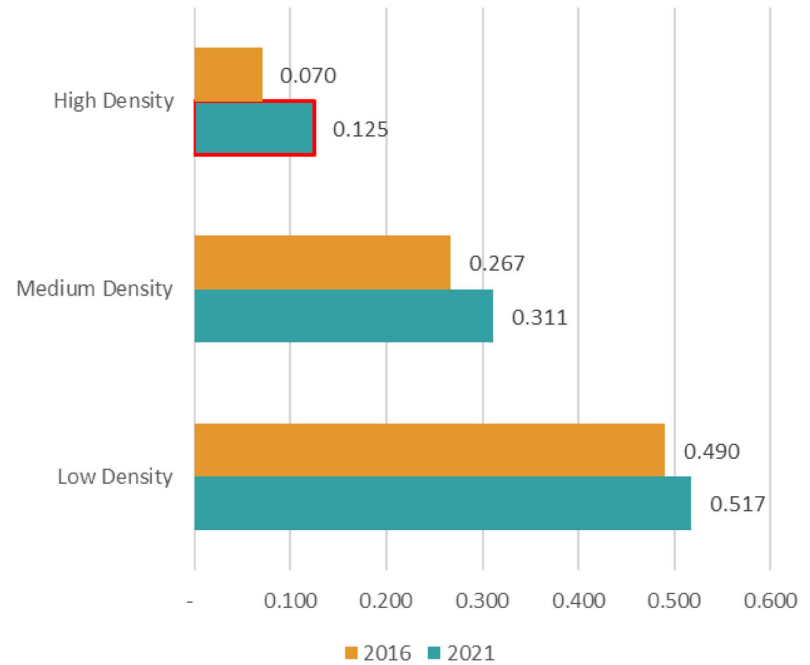
2018-June 2023 Building Permit Activity by Unit Type



2018 - June 2023 Building Permit Activity (Number of Units)



Elementary Aged Population in Households less than 5-years old





Growth Allocations

- Utilize approved local/county housing projections (Growth Analysis Studies, Growth Management Studies, County Comprehensive Reviews);
- Ongoing growth studies currently being undertaken for St. Thomas, Middlesex County;
- Current forecasts under review/appeal (Middlesex Centre, Strathroy-Caradoc, Thames Centre)



EDC Policies



Jurisdiction Wide Or Area Specific Charges

Boards can choose what areas they want the EDC to cover

Bylaws can be jurisdiction-wide or cover only certain areas

Both school boards have jurisdictions that cover four separate regions for EDC purposes; Middlesex, Oxford, Elgin (including St. Thomas) counties and the City of London.

Within those regions, the Boards can choose to have EDCs that cover the entire region in a uniform manner or can have area specific bylaw areas within a region.

Most of the EDCs in Ontario are applied uniformly across the bylaw area with limited examples of area specific charges.

EDC Policies



Percentage Of Net Education Land Costs To Be Borne By Residential And Non-Residential Development

Boards can allocate up to 40% of the EDC to non-residential development

The average around the Province is ~10% but the range is from 0% to 25%

No non-residential charges in the LCDSB previous EDCs

EDC Policies



Uniform Charge For All Types Of Development Vs. Differentiated Charges

Boards can
have one rate
for all types of
development
or can
differentiate

There are
currently no
EDC bylaws
with
differentiated
rates

EDC Policies



Percentage Of Growth-Related Net Education Land Costs To Be Borne Through EDCs

Typically
calculated to
collect 100%
of education
land costs

Exemptions
can result in
less than
100% of
collections

Additional Legislative Changes: Alternative Projects & LEDA



Part of the legislative changes, introduced the possibility of new options for both school boards and building permit takers or developers.

ALTERNATIVE PROJECTS

- A Board may request approval from the Minister of Education, that EDC monies be used towards an “alternative project”. An alternative project is deemed as a “project, lease or other prescribed measure...that would address the needs of the board for pupil accommodation and would reduce the cost of acquiring land.” Some examples provided by the Ministry of Education include, alternative parking arrangements (i.e. underground parking), additional costs attributed to vertical construction etc.

LEDA (Localized Education Developers Agreements)

- A LEDA is an agreement between a school board and a landowner, such as a developer, in which the owner provides a means for pupil accommodation or other benefit to be used for pupil accommodation and in exchange, the geographical area that the LEDA will service will be exempt from the collection of EDCs. Examples of a LEDA provided by the Ministry of Education include, the provision of access to land (either through long-term lease or gift), owner constructs and provides facilities (podium schools) etc.

What's Next?



1. Background Study and associated analysis is in process.
2. Land values being analyzed, and updates will be provided to interested stakeholders.
3. EDC stakeholder meetings: A future meeting planned for late summer/early fall of 2024.
4. Draft EDC Background Study.
5. First public meetings and bylaw passage dates: TBD



QUESTIONS?



TOWN OF PETAWAWA

1111 Victoria Street, Petawawa, Ontario K8H 2E6
☎ (613) 687-5536 ✉ email@petawawa.ca 🌐 petawawa.ca

October 25, 2024

Premier Doug Ford
Legislative Building
Queen's Park
Toronto, ON M7A 1A1
Via email: premier@ontario.ca

Premier Ford:

RE: Ontario Provincial Police Costs 2025

Please be advised that at its meeting of October 21, 2024, Council of the Corporation of the Town of Petawawa endorsed the following resolution:

MOVED BY: James Carmody
SECONDED BY: Theresa Sabourin

That Council of the Corporation of the Town of Petawawa supports Resolution No. 229 of the Municipality of Tweed and further calls on the Ontario Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities;

And further, that Council direct staff to circulate this resolution to Premier Doug Ford, Minister of Solicitor General, Minister of Finance, and to the Association of Municipalities of Ontario and all Municipalities in Ontario.

CARRIED

The Town of Petawawa appreciates the Province's attention to the financial challenges faced by small rural municipalities and looks forward to a collaborative solution.

Sincerely,

A handwritten signature in black ink that reads "Colin Howard".

Colin Howard, Dipl.M.M., Bus.Admin.
Director of Legislative Services/Clerk

Encl: Municipality of Tweed Resolution No. 229

cc: The Honourable Michael Kerzner, Solicitor General
The Honourable Peter Bethlenfalvy, Minister of Finance
The Association of Municipalities of Ontario
All Municipalities of Ontario
Neil Nicholson, Mayor, Township of Whitewater Region

**Municipality of Tweed Council Meeting
Council Meeting**



Resolution No. 229
Title: Councillor P. Valiquette
Date: Tuesday, April 23, 2024

Moved by P. Valiquette
Seconded by J. Palmateer

WHEREAS it is apparent that the Ontario Government has overlooked the needs of small rural Ontario;
 AND WHEREAS Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads, bridges, water/wastewater and municipally owned buildings including recreational facilities, libraries and other tangible capital assets;

AND WHEREAS small rural Ontario's operating needs consume the majority of property tax revenue sources;

AND WHEREAS small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone;

AND WHEREAS in 2015 the provincial government moved to standardized billing for all non-contract J.P.P. (5.1) locations;

AND WHEREAS the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway; and \$534 million to Ottawa for the repatriation of Hwy 174;

AND WHEREAS the annual cost of the Ontario Provincial Police, Municipal Policing Bureau for small rural non-contract (5.1) municipalities is approximately \$428 million;

AND WHEREAS this annual cost is significantly less than the repatriation costs of the Gardiner Express Way, the Don Valley Parkway and Highway 174 (Ottawa Region) but provides a greater impact to the residents of the Province overall;

AND WHEREAS this will afford relief to small rural municipalities for both infrastructure and operating needs while having a minimal impact on the provincial budget;

NOW THEREFORE BE IT RESOLVED THAT The Municipality of Tweed call on the Ontario Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the Ontario Provincial Police Force back into the provincial budget with no cost recovery to municipalities;

AND FURTHER, that Council direct staff to circulate this resolution to Premier Doug Ford (premier@ontario.ca), Minister of Solicitor General, Minister of Finance, and to the Association of Municipalities of Ontario (amo@amo.on.ca) and all Municipalities in Ontario.

Carried



October 15, 2024

Re: Item for Discussion – AMCTO Recommendations for Updates to the Municipal Elections Act

At its meeting of October 9, 2024, the Council of the Corporation of the Town of Bracebridge ratified motion #24-GC-184, regarding the AMCTO Recommendations for Updates to the Municipal Elections Act, as follows:

“WHEREAS elections rules need to be clear, supporting candidates and voters in their electoral participation and election administrators in running elections;

AND WHEREAS legislation needs to strike the right balance between providing clear rules and frameworks to ensure the integrity of the electoral process;

AND WHEREAS the legislation must also reduce administrative and operational burden for municipal staff ensuring that local election administrators can run elections in a way that responds to the unique circumstances of their local communities;

AND WHEREAS the Municipal Elections Act, 1996 (MEA) will be 30 years old by the next municipal and school board elections in 2026;

AND WHEREAS the MEA sets out the rules for local elections, the Assessment Act, 1990 and the Education Act, 1990 also contain provisions impacting local elections adding more places for voters, candidates, and administrators to look for the rules that bind the local democratic process in Ontario;

AND WHEREAS with rules across three pieces of legislation, and the MEA containing a patchwork of clauses, there are interpretation challenges, inconsistencies, and gaps to fill;

AND WHEREAS the Act can pose difficulties for voters, candidates, contributors and third-party advertisers to read, to interpret, to comply with and for election administrators to enforce;

AND WHEREAS while local elections are run as efficiently and effectively as can be within the current legislative framework, modernization and continuous improvement is needed to ensure the Act is responsive to today’s needs and tomorrow’s challenges;

AND WHEREAS to keep public trust and improve safeguards the Act should be reviewed considering the ever-changing landscape which impacts elections administration including privacy, the threats of foreign interference, increased spread of mis/disinformation and the increased use of technologies like artificial intelligence and use of digital identities;

1000 Taylor Court
Bracebridge, ON
P1L 1R6 Canada

AND WHEREAS the Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO) reviewed the Act and has provided several recommendations including modernizing the legislation, harmonizing rules, and streamlining and simplifying administration;

AND WHEREAS AMCTO put forward recommendations for amendments ahead of the 2026 elections and longer-term recommendations for amendments ahead of the 2030 elections;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Bracebridge calls for the Province to update the MEA with priority amendments as outlined by AMCTO before Summer 2025 and commence work to review and re-write the MEA with longer-term recommendations ahead of the 2030 elections.

AND FURTHER THAT that this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Minister of Municipal Affairs and Housing; the Minister of Education; the Minister of Public and Business Service Delivery; Minister of Finance; the Premier of Ontario; the Local Member of Provincial Parliament; AMCTO; the Association of Municipalities of Ontario (AMO); and all Ontario Municipalities.”

In accordance with Council's direction, I am forwarding you a copy of the resolution for your reference.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,



Lori McDonald
Director of Corporate Services/Clerk

THE CORPORATION OF THE TOWNSHIP OF MALAHIDE**BY-LAW NO. 24-64**

Being a By-law to adopt, confirm and ratify matters dealt with by resolution of the Township of Malahide.

WHEREAS Section 5(3) of the Municipal Act, 2001, c. 25, as amended, provides that the powers of every council are to be exercised by by-law;

AND WHEREAS in many cases, action which is taken or authorized to be taken by the Township of Malahide does not lend itself to the passage of an individual by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Township of Malahide at this meeting be confirmed and adopted by by-law;

NOW THEREFORE the Council of The Corporation of the Township of Malahide **HEREBY ENACTS AS FOLLOWS:**

1. THAT the actions of the Council of the Township of Malahide, at its regular meeting held on November 7, 2024 in respect of each motion, resolution and other action taken by the Council of the Township of Malahide at such meeting is, except where the prior approval of the Ontario Municipal Board or other authority is required by law, is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
2. THAT the Mayor and the appropriate officials of the Township of Malahide are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Township of Malahide referred to in the proceeding section.
3. THAT the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix thereto the corporate seal of the Township of Malahide.
4. THAT this By-law shall come into force and take effect upon the final passing thereof.

READ a **FIRST** and **SECOND** time this 7th day of November, 2024.

READ a **THIRD** time and **FINALLY PASSED** this 7th day of November, 2024.

Mayor, D. Giguère

Clerk, A. Adams