



**The Corporation of the Township of Malahide
COUNCIL AND COMMITTEE OF THE WHOLE MEETING AGENDA**

**February 20, 2025 – 7:00p.m.
Hybrid Council Meeting (Virtual and In-Person)
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
 - Presentation of Recognition to Malahide Firefighters for their Years of Service
- (E) Adoption of Minutes of Previous Meeting(s)
 - Council Meeting Minutes of January 30, 2025
- (F) Public Meetings & Committee of Adjustment
- (G) Delegations
- (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:
 - CLERK-25-01 - Information Technology Services Contract Extension
- (I) Unfinished Business
- (J) New Business
 - F-25-02 - Emergency Services Quarterly Activity Report (October – December)
 - F-25-03 - Malahide Fire and Emergency Services – 2024 Year End Report
 - F-25-04 - Community Emergency Preparedness Grant
 - F-25-05 - Fire Marshal's Public Fire Safety Council Certification Grant
 - Elgin County Correspondence and Town of Aylmer's Correspondence – Relocation of Aylmer Library Branch to the East Elgin Community Complex

- AMO News Release Pre-Election Campaign Launch

(K) By-laws

- 22-39 – Tate Drain – 3rd Reading

Committee of the Whole

(L) Business for Consideration

(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. Elgin County – From the Council Chambers Meeting Highlights – January 28th and February 11th
2. Kettle Creek Conservation Authority Minutes – January 15, 2025
3. Long Point Conservation Authority Minutes – January 8, 2025
4. Long Point Conservation Authority - Extension of Minister's direction for conservation authorities regarding fee changes associated with planning, development, and permitting fees – December 14, 2024
5. SWOX Agricultural Zoning Review – Notice of Open House
6. TVDSB & LDCSB - Education Development Charges
7. AMO Watchfile – February 6, 2025 and February 13, 2025
8. Trade Tariffs on Canada
 - a. EOWC Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs
 - b. Town of Hanover – United States Imposition of Tariffs
9. Notice of Commencement - Elgin Area Primary Water Supply System Master Plan

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 February 20, 2025 Regular Council Meeting Agenda be approved as presented.
2. THAT the minutes of the regular council meeting of Council held on January 30, 2025 be adopted.
3. *Whereas, at its January 30th, 2025 meeting, the Committee of the Whole recommended to Council:*

- a. THAT Report No. CLERK-25-01 entitled "Information Technology Services Contract Extension" be received;

AND THAT staff be authorized to take the necessary actions to finalize and formalize the two-year contract extension with Zouling Technologies.

BE IT RESOLVED that Council adopts the above recommendations from the Committee of the Whole.

4. THAT Report No. F-25-02 entitled "Emergency Services Quarterly Activity Report (October – December)" be received.
5. THAT Report No. F25-03 entitled "Malahide Fire and Emergency Services – 2024 Year End Report" be received.

AND THAT the Officers appointed for Malahide Fire Services effective January 1, 2025 are:

South Station – Captains: Jacob Giesbrecht
North Station – District Deputy Chief: Dave Bradley
North Station – Captain: Mark Moyer
North Station – Acting Captain: Seth Lindsay

6. THAT: Report No. F-25-04 entitled "Community Emergency Preparedness Grant" be received for information;

AND THAT: Malahide Council approves and authorizes the agreement between the Township and the Province, granting the Director of Fire and Emergency Services and the Director of Corporate Services the authority to execute the grant agreement on behalf of the Township.

7. THAT: Report No. F-25-05 entitled "Fire Marshal's Public Fire Safety Council Certification Grant" be received for information.

8. WHEREAS the Township has received correspondence from the County of Elgin and the Town of Aylmer regarding the relocation of the Aylmer Library Branch to the East Elgin Community Complex;

THEREFORE BE IT RESOLVED THAT the Township of Malahide receives the correspondence and supports the opportunity to participate in discussions regarding the relocation, suggesting that these discussions occur in an open, public forum rather than through the establishment of a committee.

9. WHEREAS the Association of Municipalities of Ontario (AMO) has launched a non-partisan campaign to increase the engagement of municipalities and awareness of voters during the provincial election;

WHEREAS AMO's campaign, titled "Vote like your quality of life depends on it", has identified three areas that require a new and improved partnership between municipalities and the province, including:

- The need to curb reliance on municipal property taxes to fund provincial responsibilities;
- The need to invest in local infrastructure to build housing through long-term, predictable funding; and
- The need to tackle homelessness;

BE IT RESOLVED THAT Staff be directed to use AMO's communications toolkit to promote AMO's key messages on the three priority areas on all social media platforms.

10. THAT the following by-law be now read a third time and finally passed:

- 22-39 – Tate Drain By-law

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

12. RESOLVED that items 1-9 be received and filed:

1. Elgin County – From the Council Chambers Meeting Highlights– January 28th and February 11th
2. Kettle Creek Conservation Authority Minutes – January 15, 2025
3. Long Point Conservation Authority Minutes – January 8, 2025
4. Long Point Conservation Authority - Extension of Minister's direction for conservation authorities regarding fee changes associated with planning, development, and permitting fees – December 14, 2024
5. SWOX Agricultural Zoning Review – Notice of Open House
6. TVDSB & LDCSB - Education Development Charges
7. AMO Watchfile – February 6, 2025 and February 13, 2025
8. Trade Tariffs on Canada
 - a. EOWC Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs
 - b. Town of Hanover – United States Imposition of Tariffs
10. Notice of Commencement - Elgin Area Primary Water Supply System Master Plan

13. RESOLVED THAT we do now move out of Committee of the Whole and reconvene the regular council meeting.
14. THAT By-law No.25-13, being a Confirmatory By-law, be given first, second and third readings, and be properly signed and sealed.
15. RESOLVED THAT we do now adjourn at _____ p.m. to meet again on March 6, 2025 at 7:00p.m.

**The Corporation of the Township of Malahide
January 30, 2025 – 7:00p.m.**

Virtual Meeting - <https://youtu.be/nzYOx5EQlro?si=2j9b7khcvYgK7vFT>

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, Councillor S. Leitch, 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

Via Zoom: Deputy Mayor M. Widner

CALL TO ORDER:

Mayor Giguère took the Chair and called the meeting to order at 7:02p.m.

APPROVAL OF AGENDA:

No. 25-018

Moved By: Rick Cerna

Seconded By: Scott Lewis

THAT the January 30, 2025 Regular Council Meeting Agenda be approved as presented with the following additions:

Section J – New Business – Verbal update on Port Bruce Ice Mitigation measures

Section J – New Business – Citizen Police Academy

Carried

DISCLOSURE OF PECUNIARY INTEREST and the General Nature thereof:

Deputy Mayor Widner disclosed a pecuniary interest with respect to Council Agenda items F – Meeting to Consider – Ashton Street Drain and Meeting to Consider – D. Versnick Drain. The nature of the conflict being that a Partner at Spriet Associates is an immediate relative of his.

Councillor Cerna disclosed a pecuniary interest with respect to Council Agenda items DS-25-02 – Application to Consent to Sever No. E7-25 of J and L Walker Farms Ltd. The nature of the conflict being that he holds interest in the property.

ANNOUNCEMENTS:

Deputy Mayor Widner shared an update on his recent participation at the ROMA (Rural Ontario Municipal Association) Conference, offering valuable insights and information gathered during the event. He also drew attention to a recent announcement by Conservative Leader Doug Ford about a \$1 billion investment to develop a new police college. Deputy Mayor Widner expressed his hope that Malahide, which is home to the original college, would be selected as the site for the new facility.

Councillor Wilson expressed his happiness at the return of the variety store in Springfield, highlighting how its reopening is a great asset for the community. He pointed out that the store's presence offers residents convenient access to everyday essentials, making it a valuable resource for the area.

ADOPTION OF MINUTES:

No. 25-019

Moved By: John H. Wilson

Seconded By: Sarah Leitch

THAT the minutes of the regular council meeting held on January 16, 2025 be adopted.

Carried

PUBLIC MEETINGS & COMMITTEE OF ADJUSTMENT:

- Public Meeting - Zoning By-law Amendment Application – D14-Z14-24 - Baertsoen – 47323 and 47325 Talbot Line

No. 25-020

Moved By: Chester Glinski

Seconded By: Rick Cerna

THAT the Public Meeting relating to the Zoning By-Law Amendment D14-Z14-24 - Baertsoen – 47323 and 47325 Talbot Line be called to order at 7:08p.m.

Carried

Mayor Giguère advised that the purpose of this Public Meeting is to consider an application to amend the zoning of the subject property.

Mayor Giguère asked the Clerk to advise and confirm on the method and date of notice given for this meeting. The Clerk advised that this public meeting was advertised in the Aylmer Express for two consecutive weeks on January 16th and January 22nd. In addition, affected property owners within 120 meters were sent a notice by mail at minimum 20 days prior to this meeting.

Mayor Giguère requested that Eric Steele of Monteith Brown provide an overview of the Application.

Mayor Giguère asked if anyone in attendance wished to make comment and there was no one in attendance.

Mayor Giguère invited comments from Council Members and there were none.

No. 25-021

Moved By: Rick Cerna

Seconded By: John H. Wilson

THAT the Public Meeting relating to the Zoning By-Law Amendment D14-Z14-24 - Baertsoen – 47323 and 47325 Talbot Line be adjourned at 7:13p.m.

Carried

No. 25-022

Moved By: John H. Wilson

Seconded By: Chester Glinski

THAT Report No. DS-25-03 entitled “Zoning By-Law Amendment Application of Arnold & Joanna Baertsoen (Authorized Agent: Civic Planning Solutions Inc.) relating to the property located at PLAN 15 PT LOTS 1,2,3 PLAN; 15 LOT 3 S/S TALBOT (47323 and 47325 Talbot Line, Malahide) be received;

AND THAT the Zoning By-law Amendment Application No. D14-Z14-24 of Arnold and Joanna Baertsoen relating to the property located at PLAN 15 PT LOTS 1,2,3 PLAN; 15 LOT 3 S/S TALBOT, and known municipally as 47323 and 47325 Talbot Line, BE APPROVED for the reasons set out in this Report.

Carried

Deputy Mayor Widner disclosed a pecuniary interest with respect to Council Agenda items F– Meeting to Consider – Ashton Street Drain and Meeting to Consider – D. Versnick Drain. He retired from the meeting and abstained from all discussions and voting on the matter.

- Meeting to Consider – Ashton Street Drain relating to Lot 48, Plan 71, Village of Springfield, Township of Malahide, geographic South Dorchester

Mr. Spriet provided a detailed overview of the application, outlining its key components and objectives.

Abraham Wall, a resident of 51238 Clinton Street, inquired about the exact location of the drain and whether it would impact his property. Mr. Spriet confirmed that the drain would not cross his property, ensuring that no costs would be assessed to him.

No. 25-023

Moved By: Scott Lewis

Seconded By: Rick Cerna

THAT the Engineer's Report for the Ashton Street Drain be accepted;

AND THAT By-law No. 25-07 being a by-law to provide for the Ashton Street drainage works be read a first and second time and provisionally adopted.

Carried

No. 25-024

Moved By: Sarah Leitch

Seconded By: John H. Wilson

THAT the Court of Revision for the Ashton Street Drain be scheduled to be held on March 6, 2025 at 7:00p.m.

Carried

- Meeting to Consider – D. Versnick Drain relating to part of lot 11, Concession 11, Township of Malahide

No. 25-025

Moved By: Scott Lewis

Seconded By: Chester Glinski

THAT the Engineer's Report for the D. Versnick Drain be accepted;

AND THAT By-law No. 25-06 being a by-law to provide for the D. Versnick drainage works be read a first and second time and provisionally adopted.

Carried

No. 25-026

Moved By: Rick Cerna

Seconded By: Scott Lewis

THAT the Court of Revision for the D. Versnick Drain be scheduled to be held on March 6, 2025 at 7:00p.m.

Carried

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

DELEGATIONS:

No items.

APPROVAL OF BUSINESS (CONSENT AGENDA):

No. 25-027

Moved By: Scott Lewis

Seconded By: Sarah Leitch

Whereas, at its January 16th, 2025 meeting, the Committee of the Whole recommended to Council resolutions;

BE IT RESOLVED that Council adopts the recommendations b-d from the Committee of the Whole.

b. AND THAT Report No. FIN-24-32 entitled "2025 Draft Budget be received;

AND THAT the 2025 Draft Budget be approved in principle as presented, with the exception of the OP Project Budget, which is to be limited to \$30,000;

AND THAT the User Fee Schedules for 2025 be approved as presented in the 2025 Draft Budget;

c. AND THAT the 2025 EECC Operational Budget be approved in the total amount of \$626,320.00 (\$313,160 per municipal partner);

AND THAT the 2025 EEECC Capital Budget in the total amount of \$ 1,717,507.00 (\$858,753.50 per municipal partner) be approved;

AND THAT the 2024 EECC carry forward projects in the total amount of \$598,397.00 (\$299,198.50 per municipal partner) be approved;

d. AND THAT the correspondence received from the Elgin OPP Detachment Board, regarding the request for contribution to the Elgin OPP Detachment Board During Inaugural Phase be received;

AND THAT the \$5,000 request for contribution to the Elgin OPP Detachment Board During Inaugural Phase be approved.

UNFINISHED BUSINESS:

- Grant Committee Funding Requests
 - Springfield Stingers

No. 25-028**Moved By: John H. Wilson****Seconded By: Chester Glinski**

THAT the grant committee recommends that the Springfield Stingers be awarded a \$1000 grant upon submission of their application.

Carried

- Aylmer-Malahide Museum

Moved By: Rick Cerna**Seconded By: Sarah Leitch**

THAT the grant committee recommends that the \$5,000 grant for the Aylmer-Malahide Museum remain unchanged;

AND FURTHER THAT the Township continues conversations with the museum to further explore the nature of its support to the museum and ultimately to achieve and agreed upon alignment in governance and funding approach.

After the original motion, and some initial discussion, Deputy Mayor Widner presented a motion to increase the amount by \$1000.

Moved By: Mark Widner**Seconded By: Sarah Leitch**

THAT the Aylmer-Malahide Museum grant be increased by \$1000.00.

Councillor Lewis clarified with Deputy Mayor Widner the purpose of the \$1,000 increase. He stated that the increase was intended regardless of participation in the Chamber event. Councillor Cerna agreed that if the increase was intended for the Chamber event, it could potentially lead to inquiries for additional funding. Mayor Giguère clarified that the motion on the table was specifically for the Museum and was not related to supporting the Heritage Festival. There were no further questions regarding the \$1,000 increase to the grant. The Mayor confirmed that if there were no further questions, it was time to proceed with the vote.

Carried**No. 25-029****Moved By: Rick Cerna****Seconded By: Sarah Leitch**

THAT the grant committee recommends that the \$6,000 grant for the Aylmer-Malahide Museum;

AND FURTHER THAT the Township continues conversations with the museum to further explore the nature of its support to the museum and ultimately to achieve and agreed upon alignment in governance and funding approach.

Carried

- Aylmer & Area Chamber of Commerce Heritage Festival

No. 25-030

Moved By: Scott Lewis

Seconded By: John H. Wilson

THAT the grant recommendation for the Aylmer & Area Chamber of Commerce Heritage Festival be adjusted to \$1,000 to support the promotion and advertising of a minimum of four participating Malahide locations.

Carried

No. 25-031

Moved By: Scott Lewis

Seconded By: Rick Cerna

BE IT RESOLVED that the Community Grants in the amount of \$43,910 be approved and distributed as recommended by the Community Grants Committee.

Carried

NEW BUSINESS:

- DS-25-01 - Application for Consent to Sever No. E8-25 of Kevin and Katie Vis

No. 25-032

Moved By: Scott Lewis

Seconded By: Chester Glinski

THAT Report No. DS-25-01 entitled "Application for Consent to Sever No. E8-25 of Kevin and Katie Vis" be received;

AND THAT the Application for Consent to Sever of Kevin and Katie Vis (c/o Civic Planning Solutions) relating to the property located at Concession 7, Part Lot 21; Part Lot 94, (Geographic Concession North of Talbot Road), and known municipally as 51147 Glencolin Line be supported for the reasons set out in this Report;

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

Carried

- DS-25-04 - Application for Consent to Sever No. E13-25 of Michael & Jennifer Shackelton

No. 25-033**Moved By: John H. Wilson****Seconded By: Rick Cerna**

THAT Report No. DS-25-04 entitled "Application for Consent to Sever No. E13-25 of Michael & Jennifer Shackelton" be received;

AND THAT the Application for Consent to Sever of Michael and Jennifer Shackelton (Authorized Agent: Civic Planning Solutions Inc.), relating to the property located at Concession 10, Part Lot 4, (Geographic Concession North of Talbot Road), and known municipally as 51516 and 51570 Lyons 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.

Carried

Councillor Cerna disclosed a pecuniary interest with respect to Council Agenda items DS-25-02 – Application to Consent to Sever No. E7-25 of J and L Walker Farms Ltd. He retired from the meeting and abstained from all discussions and voting on the matter.

- DS-25-02 - Application for Consent to Sever No. E7-25 of J and L Walker Farms Ltd.

No. 25-034**Moved By: Scott Lewis****Seconded By: Chester Glinski**

THAT Report No. DS-25-02 entitled "Application for Consent to Sever No. E7-25 of J and L Walker Farms Ltd." be received;

AND THAT the Application for Consent to Sever of J and L Walker Farms Ltd (c/o Civic Planning Solutions), relating to the property located at Concession 5, Part Lots 26 and 27, (Geographic Concession South of Talbot Road), and known municipally as 7717 Anger Road 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

Councillor Cerna returned to his seat at the Council table.

- PW-25-04 – CHIF Letter of Support

No. 25-035

Moved By: Chester Glinski

Seconded By: Rick Cerna

THAT Report No. PW- 25-04 entitled “CHIF Letter of Support” be received;

AND THAT the Council of The Corporation of the Township of Malahide supports Malahide’s participation in a joint application to the Canada Housing Infrastructure Fund (CHIF) for the rehabilitation of the Port Burwell Area Secondary Water Supply System’s transmission main on Nova Scotia Line;

AND FURTHER THAT the Mayor be authorized to prepare and sign a Letter of Support from Malahide for the CHIF application.

Carried

- DS-25-06 - 2024 Building Permit Activity

No. 25-036

Moved By: Scott Lewis

Seconded By: Chester Glinski

THAT Report No. DS-25-06 entitled “2024 Building Permit Activity” be received.

Carried

- DS-25-03 – CRED Update 2024

No. 25-037

Moved By: Rick Cerna

Seconded By: John H. Wilson

THAT Report No. DS-25-03 entitled “CRED Update 2024” be received for information;

AND THAT this report and the information contained therein inform the Mayor and Members of Council the Economic Development initiatives completed over the year for the Township.

Carried

Although it is not the usual practice to allow this, the Mayor acknowledged that Abe Giesbrecht, owner of BDR International, a business in Malahide, was present to speak about the important role

this position plays for the township. He shared how it has been beneficial to him, particularly after facing a challenging start in the planning and building process.

- Section J – New Business – Verbal update on Port Bruce Ice Mitigation measures

Director Spoor provided an update, mentioning that they have been closely monitoring the weather in collaboration with the CCCA. They have conducted some ice breaking, and while the ice is quite thick, they have managed to remove some ice from the channel. The dragline can now reach a bit further. The hope is for a slow, gradual warm-up to allow the ice to move freely and not become stuck in the channel. They will continue to keep the channel clear under the guidance of the CCCA.

Councillor Wilson inquired if there was anything more that could be done, despite already knowing the answer, as he sought clarification. Councillor Lewis, who sits on the CCCA board, responded that while sediment removal is an option, the process is quite specific in how it is carried out. He emphasized that, given the constraints and lack of a perfect solution, they are doing everything they can at this point, with preparation being the key to managing the situation effectively.

- Section J – New Business – Citizen Police Academy

Mayor Giguère noted she has received a request from Elgin OPP Detachment for Malahide be the host of the Elgin Citizen Police Academy commencing on March 19th. The program will consist of one 2-hour session per week for 9 weeks, covering various aspects of law enforcement. The sessions will be led by the OPP, community partners, and professionals, with the goal of engaging participants in discussions and practical demonstrations to promote proactive public safety. In hosting the event, they are looking for space and will handle all other arrangements.

They are seeking approximately \$1,000, and local organizations and businesses have been asked to contribute \$250 in sponsorship. She is inquiring whether Malahide Council would also consider providing a \$250 sponsorship to help make this program available, which will be offered free of charge to participants.

The discussion was positive, with Council members commending the event and recognizing its value. Mayor Giguère clarified that although the request didn't meet the criteria of the grant committee, it was considered a sponsorship for a one-time event.

No. 25-038

Moved By: Rick Cerna

Seconded By: Chester Glinski

THAT Council approve the request from the Elgin OPP Detachment to host the Elgin Citizen Police Academy event;

AND THAT Malahide Council support a \$250 sponsorship to the Elgin Citizen Police Academy event.

Carried

BY-LAWS:**No. 25-039****Moved By: Scott Lewis****Seconded By: Sarah Leitch**

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

- 25-09 – 2025 Budget By-law
- 25-10 – 2025 User Fee By-law
- 25-08 – Baertseon By-law

AND THAT the following by-laws be now read a first and second time:

- 25-06 – D. Versnick Drain
- 25-07 – Ashton Street Drain

Carried**COMMITTEE OF THE WHOLE:****No. 25-040****Moved By: Scott Lewis****Seconded By: Rick Cerna**

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

Carried**Business for Consideration**

- CLERK-25-01 - Information Technology Services Contract Extension

No. 25-041**Moved By: Sarah Leitch****Seconded By: John H. Wilson**

THAT Report No. CLERK-25-01 entitled Information Technology Services Contract Extension be received;

AND THAT the Committee of the Whole recommend to Council that staff be authorized to take the necessary actions to finalize and formalize the two-year contract extension with Zouling Technologies.

Carried

Unfinished Business

No items.

New Business

No items.

Correspondence

- Correspondence Items

No. 25-042

Moved By: Mark Widner

Seconded By: Sarah Leitch

BE IT RESOLVED that all correspondence items be received and filed:

1. Elgin County – From the Council Chambers Meeting Highlights– January 14, 2025
2. Kettle Creek Conservation Authority Minutes – December 18, 2024
3. Kettle Creek Conservation Authority – Notice of Confirmation - 2025 Municipal Apportionment
4. Public Advisory Committee – North Shore Resilience Project
5. Ministry of Natural Resources – Proposed regulation regarding Minister’s Permit and Review powers under the Conservation Authorities Act
6. Ministry of Solicitor General – Welcome and Introduction of the newly appointed Minister of Auto Theft and Bail Reform

Carried

No. 25-043

Moved By: Sarah Leitch

Seconded By: John H. Wilson

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

Carried

CLOSED SESSION:**No. 25-044**

Moved By: Scott Lewis

Seconded By: Chester Glinski

THAT Council move into Closed Session at 8:49p.m., pursuant to Section 239(2) of the Municipal Act, 2001, as amended, to discuss the following:

- Training and education for the purpose of professional development relating to Development Services Department – By-law Enforcement. 239(3.1)(1)

Carried

No. 25-045

Moved By: Sarah Leitch

Seconded By: Rick Cerna

THAT Council move out of Closed Session and reconvene at 9:56p.m. in order to continue with its deliberations;

AND THAT Council provided direction to staff and there is nothing further to report.

Carried

CONFIRMATORY BY-LAW:

No. 25-046

Moved By: John H. Wilson

Seconded By: Scott Lewis

THAT By-law No.25-11, being a Confirmatory By-law, be given first, second and third readings, and be properly signed and sealed.

Carried

ADJOURNMENT:

No. 25-047

Moved By: Mark Widner

Seconded By: Rick Cerna

THAT Council adjourn its meeting at 9:56p.m. meet again on February 20, 2025 at 7:00p.m.

Carried

Mayor – D. Giguère

Clerk – A. Adams



REPORT NO. F-25-02

TO: Mayor & Members of Council
DEPARTMENT: Fire & Emergency Services
MEETING DATE: February 20, 2025
SUBJECT: Emergency Services Quarterly Report (October – December)

RECOMMENDATION:

THAT Report No. F-25-02 entitled “Emergency Services Quarterly Activity Report (October – December)” be received.

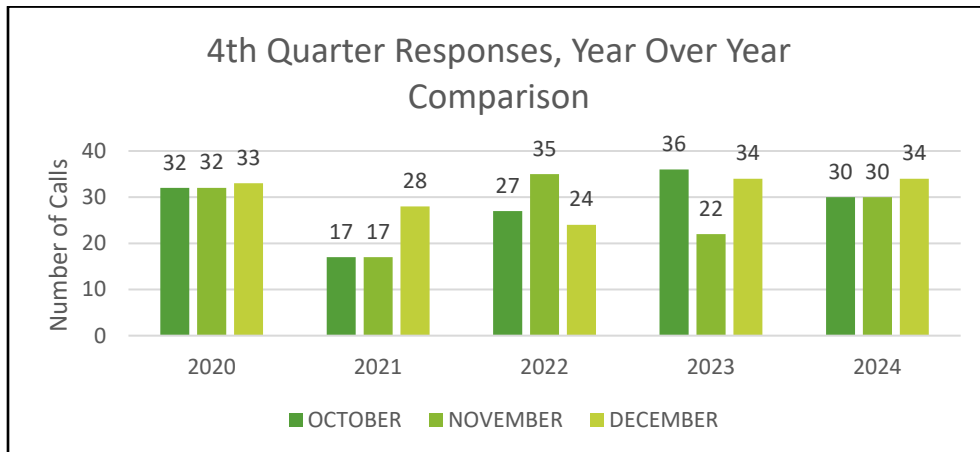
PURPOSE & BACKGROUND:

This report provides information reported for the fourth quarter of 2024, including dates of October 1st to December 31st, 2024.

COMMENTS & ANALYSIS:

Department Responses

The Malahide Fire Services responded to ninety-four (94) incidents this quarter as compared to ninety-two (92) in 2023, eighty-six (86) in 2022, sixty-two (62) in 2021, and ninety-seven (97) 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 types of incidents this quarter. Medical incidents accounted for sixty-two (62%) of all incidents in this quarter. The average age of persons

requiring medical response was 60, with 64% being male, 31% being female and 5% unknown.

Quarterly Incidents by Type	#
Fire	4
Burn Complaint	5
Alarm Malfunction	5
Smoke Alarm (NO FIRE)	8
CO Alarm	2
Public Hazard	1
Technical Rescue MVC	9
Technical Rescue Other	1
Medical	58
Assist Other Fire Department	1
Assist Police	0
TOTAL:	94

Fire Events Loss/Save

There were four (4) fires with a combined estimated total dollar loss of \$1,187,500.00, and a total estimated dollar saved of \$575,000.00.

Fire Prevention and Public Education

With Fire Prevention Week having occurred October 6-12, 2024, the Fire Prevention Team visited five (5) elementary schools in October to provide a presentation to students that focused on fire safety, home escape planning, and emergency preparedness. There were approximately 1,330 students in attendance collectively.



In an attempt to gain participation from every student in every elementary school classroom during Fire Prevention Week, the Fire Prevention Team created two separate challenges to spark their creativity: a Colouring contest for younger grades and the creation of a 30 second video that promotes cooking/kitchen safety for the older grades. The winning classroom for each contest received a pizza party lunch delivered by Sparky the Fire Fog.



Fire Safety Messages:

The following fire safety messages have been used this quarter:

October – “Choose fire resistant Halloween costumes”

November – “Change your clock, smoke and CO alarm batteries together”

December – “Take a minute and check your Christmas lights for any electrical hazards”

Community Outreach

Members of Malahide Fire Services collaborated with Aylmer Fire Department to organize this year’s annual food drive for the local food bank. MFS and AFD were able to collect 100 boxes of food donations and \$3,300 in cash donations for those in need.

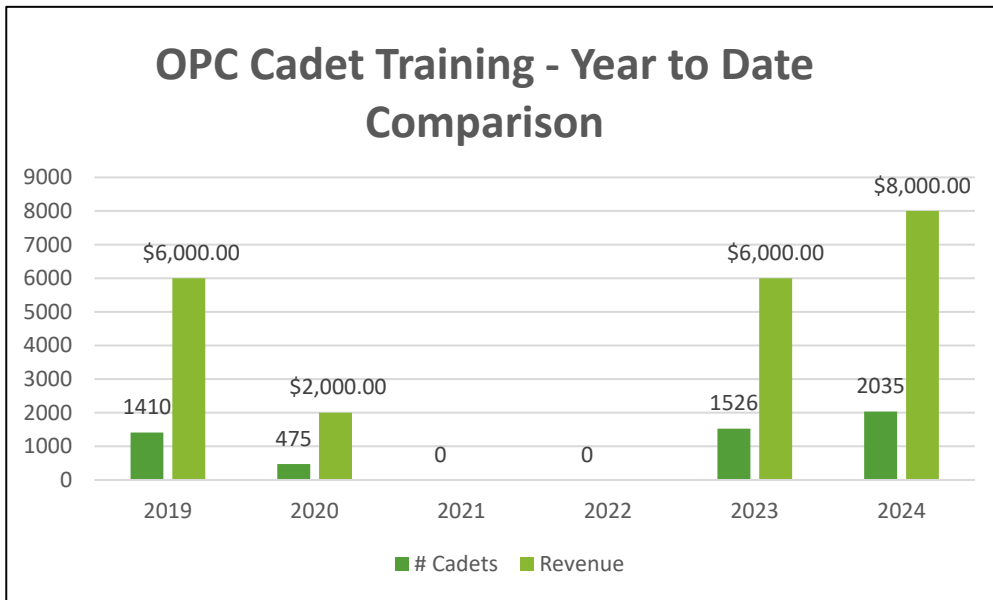
Additionally, Harvest Bowl donated 200 meals to the food drive organized by the fire departments.



Ontario Police College (“OPC”)

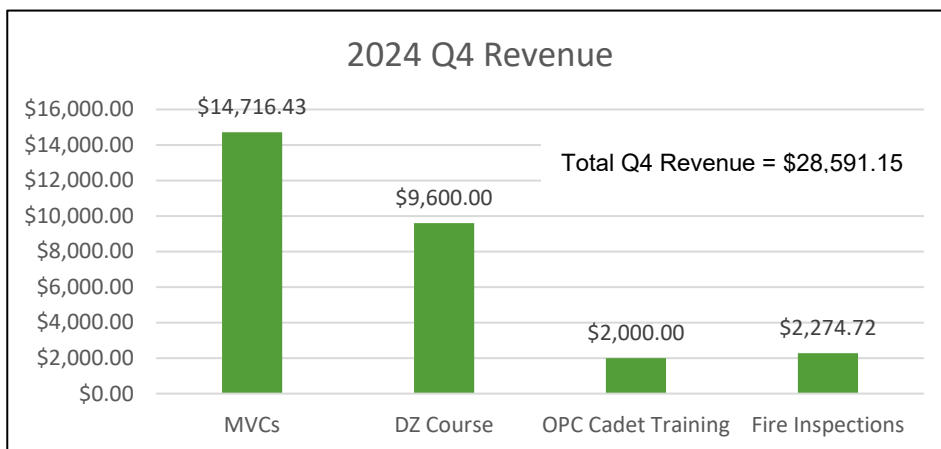
Malahide Fire Services staff trained a fourth and final class of 495 Police Cadets at the Ontario Police College on October 9, 2024. To date, the number of Police Cadets trained by MFS is 2,035 for 2024.

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.



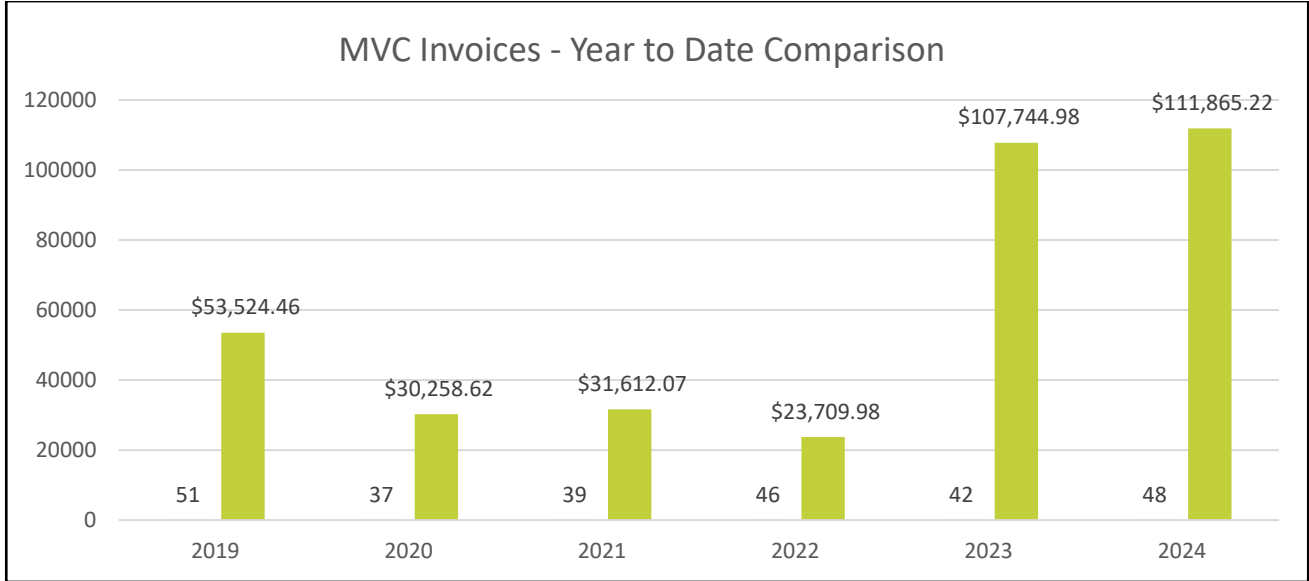
Total Quarterly Revenue

Malahide Fire Services Revenue in the second quarter of 2024 is \$28,591.15 (before applicable HST). This revenue is derived from providing services at MVCs, DZ Course(s), OPC Cadet Training, and Fire Inspections as depicted in the graph below.



Motor Vehicle Collision Cost Recovery

Malahide Fire Services responded to nine (9) motor vehicle collisions (“MVC”) in the fourth quarter for a total of forty-eight (48) MVCs to date in 2024. Year-to-date invoicing for services rendered, and the total for prior years, are provided below:

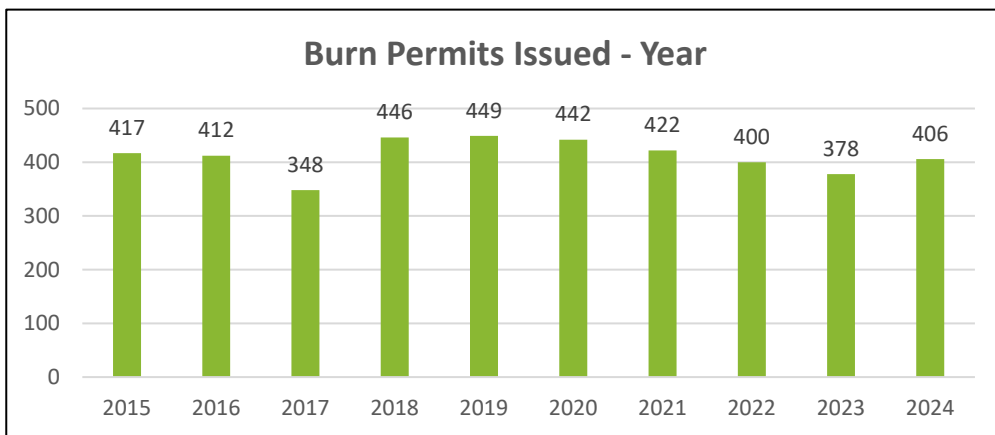


Fire Safety Inspections

For this quarter, staff conducted two (2) inspections. There were no orders for non-compliance issued from these inspections.

Burn Permits

Forty-one (41) burn permits were issued in the fourth quarter of 2024, bringing the total number of burn permits issued for the year to 406.



Prepared by: M. Badder, Fire Administrative Assistant

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

Approved by: N. Dias, Chief Administrative Officer



REPORT NO. F-25-03

TO: Mayor & Members of Council
DEPARTMENT: Fire & Emergency Services
MEETING DATE: February 20, 2025
SUBJECT: Malahide Fire & Emergency Services – 2024 Year End Report

RECOMMENDATION:

THAT Report No. F25-03 entitled “Malahide Fire and Emergency Services – 2024 Year End Report” be received;

AND THAT the Officers appointed for Malahide Fire Services effective January 1, 2025, are:

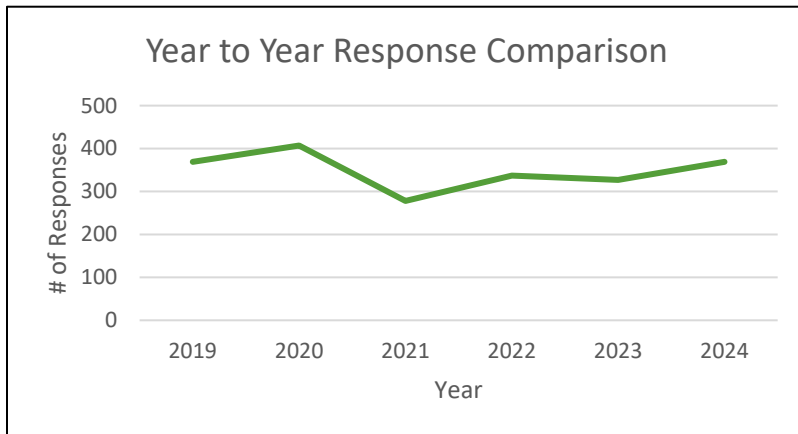
- South Station – Captains: Jacob Giesbrecht
- North Station – District Deputy Chief: Dave Bradley
- North Station – Captain: Mark Moyer
- North Station – Acting Captain: Seth Lindsay

COMMENTS & ANALYSIS:

FIRE SERVICES

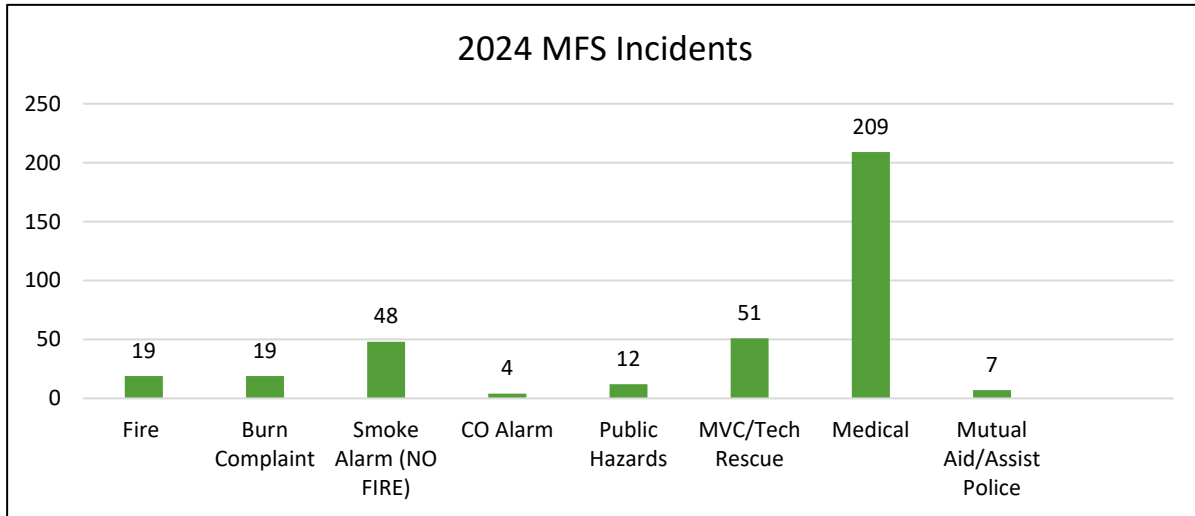
Department Incidents:

In 2024, Malahide Fire Services (MFS) responded on 369 occasions to emergency incidents, as compared to 327 in 2023, 337 in 2022, 278 in 2021, 407 in 2020 and 369 in 2019.

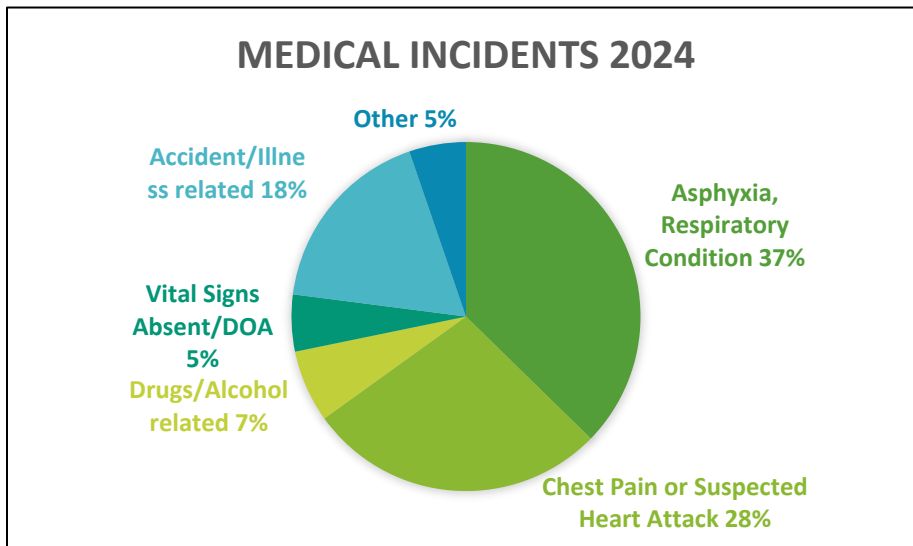


Of the 369 responses in 2024, 14 were two-station responses.

In 2024, medical responses accounted for approximately 57% of all responses as compared to 55% in 2023, 55% in 2022, 45% in 2021 and 47% in 2020. On average for the last five years, medical responses account for approximately 52% of all incidents annually.

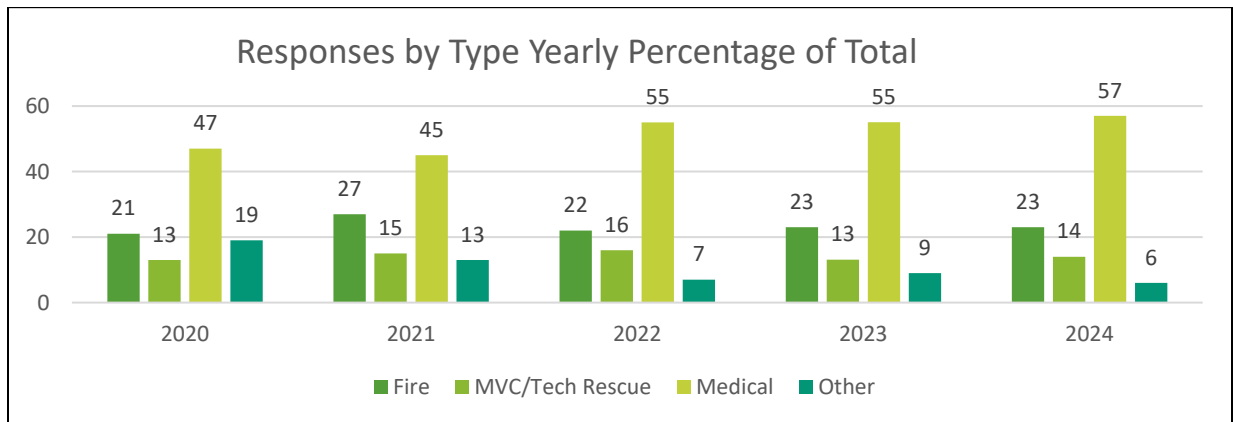


Of 209 medical responses in 2024, 65% were classified as asphyxia/respiratory condition or chest pains/suspected heart attack. The average age of persons requiring medical response was 58, with 50% being male, 46% being female, and 4% unknown.



Fire responses, which have been broken into three categories (fire 5%, burn complaints 5% and smoke alarm 13%), accounted for approximately 23% of all responses in 2024 and account for approximately 23% of all responses on average for the last five years.

Motor Vehicle Collisions and Technical Rescues account for 14% of all 2024 responses with a five-year average of 14%. The remaining percentage is comprised of Mutual Aid and other miscellaneous incidents.



Station Response

The average response time for emergency incidents in 2024 was 9:08 (all times are minutes: seconds) compared to approximately 8:52 in 2023, 9:15 in 2022, 10:33 in 2021, and 13:18 in 2020.

Station	#calls	Average Response time
North Station	155	8:31
South Station	214	9:31

Response times are considered as the time from when the firefighters receive a page of an incident to the time that the first apparatus arrives on scene. These times are dependent on the availability and proximity of firefighters to the stations and the proximity of the incident to the stations.

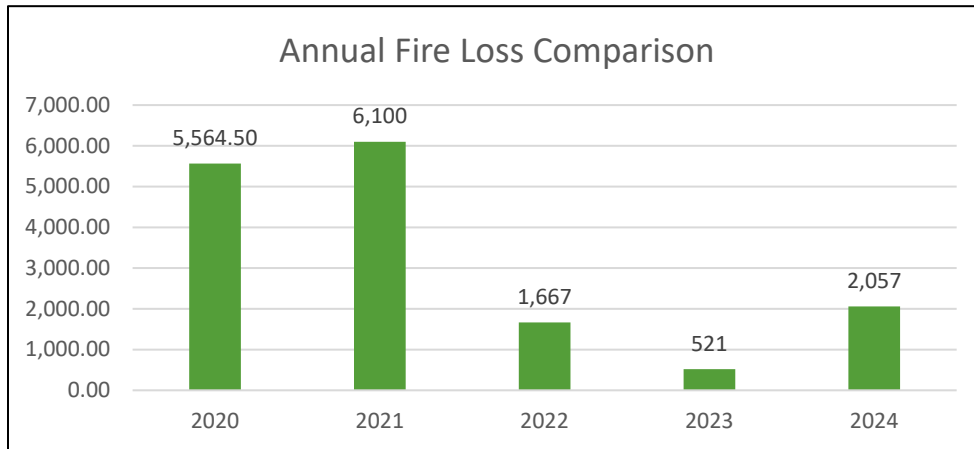
MFS averaged 11.3 firefighters responding in 2024, 11.2 in 2023, 11.9 in 2022, 13.2 in 2021; and 12.4 in 2020. This average considers all types of emergency incidents, including medicals, fires, MVCs, other incidents, open air burning complaints, etc.

NFPA 1710 establishes a standard of service, Section 4.3.2. further establishes, for rural areas with a population of less than 500 people per square mile of, 6 firefighters on scene within 14 minutes 80% of the time (Malahide falls within section 4.3.2.).

Malahide’s response of an average of 16 firefighters in attendance in 7:33 minutes or under is met 83% of the time thus exceeding the NFPA standard. This is for structural fire response only. Medical calls are not considered within this standard.

Fire Loss Statistics

In 2024, the estimated dollar loss as a result of fire was approximately \$2,057,750 as compared to approximately \$521,104 in 2023, \$1.6 million in 2022, \$6.1 million in 2021, and \$5.5 million in 2020. Dollar loss statistics are based on the Staff's best estimate of property and building replacement values only.



Fire incidents in 2024 resulted in significant dollars saved due to fast extinguishment and proper tactics used by fire crews. The estimated dollars saved in property for 2024 was approximately \$3,221,500 as compared to approximately \$7.4 million in 2023, \$14.7 million in 2022, \$5.2 million in 2021 and \$4.6 million in 2020.

Total Incident Hours

The total of all firefighter hours spent on scene at emergency incidents in 2024 was 4,997 hours.

Fire Prevention & Public Education

The MFS public fire safety education activities are delivered by a committed group of volunteer firefighters that partner with Elgin County Fire Prevention (comprised of members of other Elgin County fire departments). MFS currently has 13 members certified as Fire & Life Safety Educators led by CFPO Dave Bradley. The fire prevention team attended forty-five (45) events in 2024 teaching different age groups various fire and public safety topics including cooking safety, home escape planning, flood preparedness, home smoke and carbon monoxide alarms, fire extinguishers and many more. Some of this year's events included school presentations, St. Thomas/Elgin Home & Garden Show, Tim Hortons Camp Day, "Emergency Responder Day" at the Springwater Maple Syrup Festival, Elgin Farm Safety Day events, Spaghetti Fundraiser Dinner, South Dorchester Optimist Breakfasts, Springfield Fun Day, Saved by the Beep Door-to-Door Campaign, and many more. Prevention activities are effective in engaging

and educating the community in the short-term and are a means to prevent or mitigate emergencies in the long-term. This year's events had us interact with over 8,000 people which assists in keeping the residents and visitors of Malahide safer every day.

Fire Safety Inspections

Eleven (11) inspections were conducted in 2024 with 29 inspection orders issued for non-compliance. In 2023, staff inspected 11 properties, 11 in 2022, 10 in 2021, and 12 in 2020. The following types of properties/facilities were inspected:

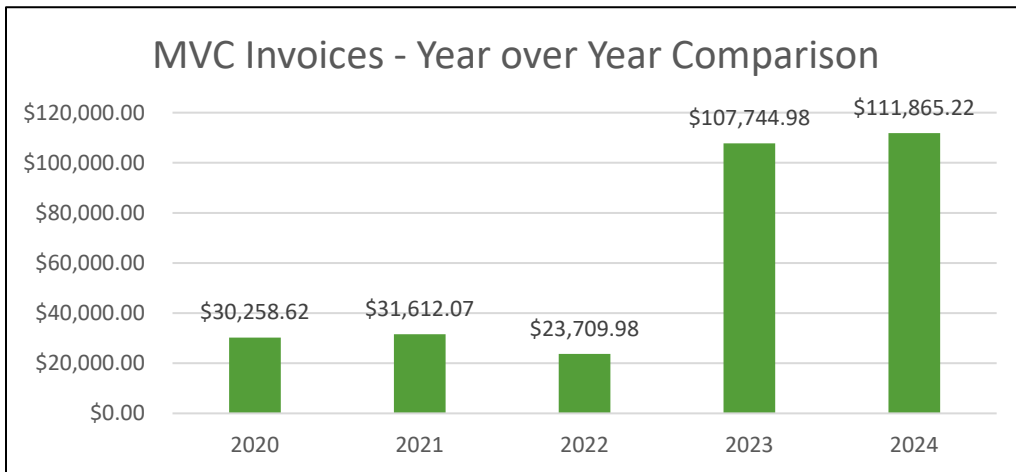
- Industrial (1)
- Institutional (1)
- Residential (7)
- Mercantile (2)

The inspections that were performed were because of complaints, life safety issues, and mandatory inspections of commercial or long-term care facilities.

Fire Services Revenue

Motor Vehicle

In 2024, the Township invoiced a total of approximately \$111,865.22 for response to MVCs on all roadways in the Township, as compared to \$107,744.98 in 2023, \$23,709.98 in 2022, \$34,967.42 in 2022, and \$30,258.62 in 2020.



Ontario Police College (OPC)

Fire Prevention Staff provide fire extinguisher and motor vehicle safety awareness and fire behavior training to Cadets attending the Ontario Police College and fills self-contained breathing apparatus cylinders upon request.

The OPC is charged a flat fee of \$2,000 per Basic Cadet Training (BCT) intake. This is the agreed amount as the Malahide Fire Services uses their facilities without any invoicing from the College.

The revenues generated for services provided to the OPC are dependent on the number of Police Cadets trained annually, and the number of other courses offered by OPC that require the use of self-contained breathing apparatus cylinders by students.

In 2024, MFS attended OPC for four (4) training events. 2,035 Police Cadets were trained.

Driver Certification Program

The Township is an authorized agent to deliver a Driver Certification Program (DCP), which allows the Township to certify and renew drivers for up to Class D and air brake testing and certification.

Employees seeking upgrades to their driver license must undergo a comprehensive training program that includes both in-class training and on-road training. In addition, in order to obtain an air brake endorsement, drivers must attend a 2.5 day in-class training session and demonstrate the ability to perform the MTO air brake inspection requirements.

The Elgin County Chiefs Mutual Aid Association has requested the Township of Malahide continue to provide DZ Certification training to other Elgin County Department recruit firefighters. Dennis Johnson and Mark Moyer, our certified trainers, continue to dedicate the time to do the training; the Township's billing model for the other municipalities ensures that there are no unrecovered costs to the Township for providing this training.

In addition to providing the DCP program to Aylmer, West Elgin, Dutton-Dunwich, Southwold, Central Elgin and Bayham in Elgin, the program has been expanded to also include Thames Centre, Middlesex Centre, Southwest Middlesex, Strathroy-Caradoc and Oneida in Middlesex County, as well as the OPP. The delivery of the program outside of Elgin County is billed at an increased rate.

Revenue Stream Overview (2024)



Grants and Donations

Grants and donations play a crucial role in enhancing the fire department's ability to serve the residents of Malahide by providing essential funding and resources. In 2024 and early 2025, the department successfully secured multiple grants, totaling \$99,504.67, which directly contribute to fire protection, public safety, and emergency preparedness.

The Fire Marshal's Public Fire Safety Council (FMPFSC) awarded two grants totalling \$5,782.31, supporting firefighter certification initiatives. Additionally, the department received a \$24,691.25 Fire Protection Grant and a \$49,031.11 Emergency Preparedness Grant, funding critical equipment and training to improve emergency response capabilities. Some of these grants applied for in 2024 have now been awarded in Q1 of 2025, reinforcing long-term planning and sustainability for our fire services.

Beyond government funding, community partnerships also strengthen fire safety efforts. In 2024, Kidde Canada generously donated 504 smoke alarms, valued at \$20,000.00, furthering our commitment to public fire safety by ensuring more homes have working smoke alarms.

These grants and donations significantly enhance our department's ability to protect lives and property in Malahide, equipping firefighters with improved resources and ensuring residents benefit from enhanced fire prevention and emergency management programs. The continued pursuit of funding opportunities remains a priority to maintain and expand our services effectively.

Burn Permits

In 2013, the Township introduced an Open-Air Burning By-law to regulate the setting of fires in the Township. Under this By-law, residents are not required to obtain a Burn Permit for specific fires such as campfires and recreation fires. The requirements, along with the issuance of permits for the calendar year, have resulted in fewer permits being issued annually by the Township Staff.

In 2024, the Township issued 406 permits, an increase of 28 from 2023.

In 2024, MFS responded to eighteen (18) Open-Air Burning complaints where the property owner did not comply with the Open-Air Burning By-law. Written and verbal warnings were issued under the enforcement policy for violating the open-air burning regulations. In 2024, Staff did not invoice any property owners for disregarding the provisions of the Open-Air Burning By-law.

Malahide Station Training

In 2024, sixty (60) training sessions were conducted for all 3 stations, covering eighteen (18) subjects, including firefighting tactics, medical training, and all forms of Technical Rescue. The total in-service training time in 2024 was 130 hours. Instructors spent additional hours preparing for the delivery of this training.

Technical Rescue Services

The Department's Technical Rescue training program includes:

- a) Auto Extrication;
- b) Water Rescue;
- c) Ice Rescue;
- d) Rope Rescue and
- e) Confined Space.

As of December 31, 2024, the Department has eighteen (18) firefighters who are qualifying for Awareness, Operations and Technician levels in each of these disciplines.

The Ontario Fire College is in the process of updating current courses for the above tech rescue certifications as well as flood response. The Malahide Technical Rescue Team will remain current with any changes that occur. Mandatory Certification for technical rescuers is July 1, 2028.

Volunteer Firefighter Recruitment

In 2024, Malahide Fire Services welcomed ten (10) newly recruited volunteer firefighters. All recruits completed their NFPA 1001 Firefighter Level I & II and HazMat

certifications through the Elgin Middlesex Regional Fire School. Recruits completed First Aid/CPR and Modified Tier Responder Training as well as defibrillator, EpiPen and Naloxone administration. We have six (6) recruits for 2024. The current complement of MFS volunteer firefighters is seventy (70).

Junior Firefighter Program

A Junior Firefighter (JFF) is a member of the Department who is currently attending secondary school and is interested in the fire service. JFFs are authorized to attend training sessions only and are not permitted to enter into burning structures during training.

Currently, the Department has one (1) JFF at the North Station as well as one (1) JFF at the South Station.

Officer Selection and Appointment

In previous years, District Chiefs, District Deputy Chiefs and Captains were appointed for a 4-year term. In 2024 it was decided that when the 4-year terms for District Chiefs and District Deputy Chiefs ended and the successful candidate is selected to fill the role, these terms will no longer expire. Captains will continue to be hired for 4-year terms. At the end of their term, or when a vacancy occurs, positions are posted for a 30-day period. Applications are received, a written test is completed, interviews are held, and the most qualified candidate is selected. In 2024 “recruitment” was carried out for one Captain at North Station, one Captain at South Station and one District Deputy Chief at North Station.

Below is a chart indicating the Station Officers and the expiry of their terms as of December 31, 2024.

Name	Station	Position	Expiry
Loewen, Randy	South Station	District Chief	December 31, 2026
Brown, Jason	South Station	Deputy District Chief	December 31, 2025
DeRyk, Joseph	South Station	Captain	December 31, 2027
DeKraker, Dylan	South Station	Captain	December 31, 2026
Giesbrecht, Jacob	South Station	Captain	December 31, 2028
Lamb, Andy	South Station	Captain	December 31, 2027
Salmon, Scott	South Station	Captain	December 31, 2025
Schuurman, Harmen	South Station	Captain	December 31, 2025
DeSutter, Ryan	North Station	District Chief	December 31, 2025
Bradley, Dave	North Station	Deputy District Chief	*No expiry
Bradley, Aaron	North Station (L)	Captain	December 31, 2025

DeSutter, Rob	North Station (S)	Captain	December 31, 2025
Johnson, Dennis	North Station (S)	Captain	December 31, 2027
Moyer, Mark	North Station (L)	Captain	December 31, 2028
Lindsay, Rob	North Station (L)	Captain	December 31, 2026
Van Den Nest, Corey	North Station (S)	Captain	December 31, 2026

Mutual Aid

Mutual Aid is normally requested when the requesting Department's resources are expended.

In 2024, Malahide Fire Services provided assistance to neighbouring Departments (Aylmer, Bayham, Central Elgin, South-West Oxford) at four (4) incidents.

Automatic Aid Agreements

In July 2011, the Township entered into an Automatic Aid Agreement with the Municipality of Central Elgin to provide specific fire and rescue services to specific areas of the Township.

Automatic Aid is when a municipality enters into an agreement to provide or receive the initial or supplemental response to fires, rescues, and emergencies to enhance the delivery of seamless service on a day-to-day basis.

The Automatic Agreement enhances the initial response time to an emergency by ensuring the closest station is dispatched immediately upon the Dispatch Centre receiving the call.

The Agreement has demonstrated that fire and rescue services are timelier than if the Agreement was not in place. For example, Central Elgin Fire and Rescue has arrived anywhere from 3-12 minutes before any Malahide apparatus has arrived at incidents located in the Agreement coverage areas.

An additional benefit of the Agreement is that Malahide can maintain a minimum level of fire protection services to other areas of the Township when dispatched to emergencies in the extreme northwest of the Township.

Automatic Aid was activated one (1) time in 2024.

Staff Development

We have continued to expand our training of all firefighters and officers. Our Technical Rescue Team continues working on training and skill development to provide a highly skilled response to our most difficult calls. We are actively assisting with providing instructors to the RTC (Regional Training Centre) for the County of Elgin. This RTC allows the Township of Malahide to access a greater range of training at a lesser cost. In 2024 The RTC utilized our instructors for many different courses as well as the full recruit training program.

Malahide Fire Services worked closely with the Ontario Fire College (OFC) in 2024 to host an NFPA 1006 Rope Rescue Operations Pilot Course in April. Not only were we able to be involved in the development of high-quality programming, we were also able to enroll and certify five (5) of our firefighters in the course at no cost. In 2025, Malahide Fire Services will be hosting three (3) additional pilot courses for the OFC at Malahide South Station. Our tower and training room allows us to stand out as a top-tier training facility.

On July 1st, 2022, O. Reg. 343/22 Firefighter Certification was passed and lays out the framework where all firefighters in Ontario need to be fully certified by July 1, 2026, for Firefighter Standards and by July 1, 2028, for all Technical Rescue Standards. Our previous training plan has positioned our members well in regards to this legislation and we are on schedule to meet the timelines set out by the province.

EMERGENCY MANAGEMENT PROGRAM

Emergency Response

A Drag-Line was deployed on standby to mitigate ice jamming along the area of the pier in Port Bruce if required. There was no ice-breaking required for the 2024 winter season.

On April 8, 2024, Malahide Fire Services had approximately fifteen (15) members on call for the day in preparation for the influx of traffic during the solar eclipse. Thousands of residents and visitors attended Malahide with the highest density concentrated in Port Bruce. The Emergency Command Trailer was set up in Port Bruce and was used as a staging point for the day. Due to proactive emergency planning, the EOC was not required to be activated during the eclipse.

Public Education/Awareness

In 2024, the Township met the Emergency Management Ontario (EMO) minimum requirements for public education and awareness.

Public education activities included displays at various venues across the Township, typically in conjunction with fire safety education activities set out above as well as social media posts that promote emergency preparedness.

Emergency Management Program Committee (EMPC)

The Township EMPC has met the EMO minimum requirements prescribed under the *Emergency Management and Civil Protection Act* (EMCPA) for the Township's Emergency Management Program.

The EMCPA requires the Township's EMPC to review, revise, develop and/or endorse the following at least annually:

- Community Hazard Identification and Risk Assessment (HIRA)
- General Community Hazards Assessment
- Hazard Information Sheets for each General Hazard
- Community Risk Profile
- Appendices to the Emergency Response Plan
- Critical Infrastructure Assessment
- Malahide Flood Emergency Response Plan.

The EMPC met on July 31st, 2024. All of the above were reviewed by staff and CEMC Andrea Loughlean from the County of Elgin. The Township of Malahide Emergency Management Program and Emergency Response Plan By-Law, Emergency Response Plan and Malahide Flood Response Plans were updated as advised by EMO to reflect changes in staff, roles and responsibilities, emergency protocols, communications and contact lists.

Training and 2024 Program Compliance Activities

The EMPC met on November 6, 2024, and carried out a tabletop exercise and training organized by the County of Elgin with the revised Emergency Response Plan and Flood Response Plan. The timing of the exercise was beneficial after the updates to the ERP and allowed staff to attend well-prepared with a better understanding of their roles.

Prepared by: M. Badder, Fire Administrative Assistant

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

Approved by: N. Dias, Chief Administrative Officer

ONTARIO TRANSFER PAYMENT AGREEMENT

THE AGREEMENT is effective as of the 3rd day of March, 2025.

BETWEEN:

His Majesty the King in right of Ontario
as represented by the President of the Treasury Board

(the "Province")

- and -

**THE CORPORATION OF THE TOWNSHIP OF MALAHIDE
(the "Recipient")**

CONSIDERATION

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 Schedules to the Agreement. The following schedules form part of the Agreement:

Schedule "A" - General Terms and Conditions
Schedule "B" - Project Specific Information and Additional Provisions
Schedule "C" - Project
Schedule "D" - Budget
Schedule "E" - Payment Plan
Schedule "F" - Reports.

1.2 Entire Agreement. The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 CONFLICT OR INCONSISTENCY

2.1 Conflict or Inconsistency. In the event of a conflict or inconsistency between the

Additional Provisions and the provisions in Schedule "A", the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule "A"; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule "A", the Additional Provisions will prevail over the provisions in Schedule "A" to the extent of the inconsistency.

3.0 COUNTERPARTS

- 3.1 One and the Same Agreement. The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

4.0 AMENDING THE AGREEMENT

- 4.1 Amending the Agreement. The Agreement may only be amended by a written agreement duly executed by the Parties.

5.0 ACKNOWLEDGEMENT

- 5.1 Acknowledgement. The Recipient acknowledges that:

- (a) by receiving Funds it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);

- (b) His Majesty the King in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);

- (c) the Funds are:

- (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;

- (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
- (d) the Province is not responsible for carrying out the Project;
- (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act; and
- (f) the Province is bound by the *Financial Administration Act* (Ontario) ("FAA") and, pursuant to subsection 11.3(2) of the FAA, payment by the Province of Funds under the Agreement will be subject to,
- (i) an appropriation, as that term is defined in subsection 1(1) of the FAA, to which that payment can be charged being available in the Funding Year in which the payment becomes due; or
 - (ii) The payment having been charged to an appropriation for a previous fiscal year.

SIGNATURE PAGE FOLLOWS

The Parties have executed the Agreement on the dates set out below.

HIS MAJESTY THE KING IN RIGHT OF ONTARIO as represented by the President of Treasury Board

January 28, 2025

Date



Name: Nina Diaz

Title: Director

THE CORPORATION OF THE TOWNSHIP OF MALAHIDE

Date

Name: Jeff Spoor

Title: Fire Chief

I have authority to bind the Recipient

Date

Name: Adam Boylan

Title: Director of Corporate Services

I have authority to bind the Recipient

SCHEDULE "A"
GENERAL TERMS AND CONDITIONS

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 Interpretation. For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

A1.2 Definitions. In the Agreement, the following terms will have the following meanings:

"Additional Provisions" means the terms and conditions set out in Schedule "B".

"Agreement" means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

"Budget" means the budget attached to the Agreement as Schedule "D".

"Business Day" means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

"Effective Date" means the date set out at the top of the Agreement.

"Event of Default" has the meaning ascribed to it in section A12.1.

"Expiry Date" means the expiry date set out in Schedule "B".

"Funding Year" means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and

(b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31 or the Expiry Date, whichever is first.

"Funds" means the money the Province provides to the Recipient pursuant to the Agreement.

"Indemnified Parties" means His Majesty the King in right of Ontario, and includes His ministers, agents, appointees, and employees.

"Loss" means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

"Maximum Funds" means the maximum set out in Schedule "B".

"Notice" means any communication given or required to be given pursuant to the Agreement.

"Notice Period" means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A12.3(b), and includes any such period or periods of time by which the Province extends that time pursuant to section A12.4.

"Parties" means the Province and the Recipient.

"Party" means either the Province or the Recipient.

"Proceeding" means any action, claim, demand, lawsuit, or other proceeding that anyone makes, brings or prosecutes as a result of or in connection with the Project or with any other part of the Agreement.

"Project" means the undertaking described in Schedule "C".

"Records Review" means any assessment the Province conducts pursuant to section A7.4.

"Reports" means the reports described in Schedule "F".

A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

A2.1 General. The Recipient represents, warrants, and covenants that:

(a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;

- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and capacity to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement.

A2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to enable the Recipient's ongoing effective functioning;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the Project successfully;
- (f) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (h) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

A3.0 TERM OF THE AGREEMENT

A3.1 Term. The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 or Article A12.0.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 Funds Provided. The Province will:

- (a) provide the Recipient with Funds up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule "E"; and
- (c) deposit the Funds into an account the Recipient designates provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

A4.2 Limitation on Payment of Funds. Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof required pursuant to section A10.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project; and
- (c) the Province may adjust the amount of Funds it provides to the Recipient for any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.2.

A4.3 Use of Funds and Carry Out the Project. The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget;
- (d) not use the Funds to cover any cost that has been or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

- A4.4 Interest-Bearing Account. If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.
- A4.5 Interest. If the Recipient earns any interest on the Funds, the Province may do either or both of the following:
- (a) deduct an amount equal to the interest from any further instalments of Funds;
 - (b) demand from the Recipient the payment of an amount equal to the interest.
- A4.6 Rebates, Credits, and Refunds. The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS

- A5.1 Acquisition. If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.
- A5.2 Disposal. The Recipient will not, without the Province's prior consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as set out in Schedule "B" at the time of purchase.

A6.0 CONFLICT OF INTEREST

- A6.1 Conflict of Interest Includes. For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions,

has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

- A6.2 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:

- (a) the Recipient:

- (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest; and
- (ii) requests the consent of the Province to carry out the Project with an actual, potential, or perceived conflict of interest;
- (b) the Province provides its consent to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and
- (c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

A7.0 REPORTS, ACCOUNTING, AND REVIEW

A7.1 Province Includes. For the purposes of sections A7.4, A7.5 and A7.6, "Province" includes any auditor or representative the Province may identify.

A7.2 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address set out in Schedule "B":
 - (i) all Reports in accordance with the timelines and content requirements set out in Schedule "F";
 - (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;
- (b) ensure that all Reports and other reports are:
 - (i) completed to the satisfaction of the Province; and
 - (ii) signed by an authorized signing officer of the Recipient.

A7.3 Record Maintenance. The Recipient will keep and maintain for a period of seven years from their creation:

- (a) all financial records (including invoices and evidence of payment) relating to the Funds or otherwise to the Project in a manner consistent with either international financial reporting standards or generally accepted accounting principles or any comparable accounting standards that apply to the Recipient; and
- (b) all non-financial records and documents relating to the Funds or otherwise to the Project.

- A7.4 **Records Review.** The Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours enter upon the Recipient's premises to conduct an audit or investigation of the Recipient regarding the Recipient's compliance with the Agreement, including assessing any of the following:
- (a) the truth of any of the Recipient's representations and warranties;
 - (b) the progress of the Project;
 - (c) the Recipient's allocation and expenditure of the Funds.
- A7.5 **Inspection and Removal.** For the purposes of any Records Review, the Province may take one or both of the following actions:
- (a) inspect and copy any records and documents referred to in section A7.3;
 - (b) remove any copies the Province makes pursuant to section A7.5(a).
- A7.6 **Cooperation.** To assist the Province in respect of its rights provided for in section A7.5, the Recipient will cooperate with the Province by:
- (a) ensuring that the Province has access to the records and documents wherever they are located;
 - (b) assisting the Province to copy records and documents;
 - (c) providing to the Province, in the form the Province specifies, any information the Province identifies; and
 - (d) carrying out any other activities the Province requests.
- A7.7 **No Control of Records.** No provision of the Agreement will be construed to give the Province any control whatsoever over any of the Recipient's records.
- A7.8 **Auditor General.** The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).
- A8.0 COMMUNICATIONS REQUIREMENTS**
- A8.1 **Acknowledge Support.** Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Project-related publications, whether written, oral, or visual:
- (a) acknowledge the support of the Province for the Project;

- (b) ensure that any acknowledgement is in a form and manner as the Province directs; and
- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

A9.0 INDEMNITY

A9.1 Indemnify. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the gross negligence or wilful misconduct of the Indemnified Parties.

A10.0 INSURANCE

A10.1 Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule "B" per occurrence, which commercial general liability insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) at least 30 days' written notice of cancellation.

A10.2 Proof of Insurance. The Recipient will:

- (a) provide to the Province, either:
 - (i) certificates of insurance that confirm the insurance coverage required by section A10.1; or
 - (ii) other proof that confirms the insurance coverage required by section A10.1; and
- (b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

A11.0 TERMINATION ON NOTICE

A11.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days' Notice to the Recipient.

A11.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
 - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and
 - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A12.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
 - (i) carry out the Project;
 - (ii) use or spend Funds; or
 - (iii) provide, in accordance with section A7.2, Reports or such other reports as the Province may have requested pursuant to section A7.2(a)(ii);
- (b) the Recipient's operations, its financial condition, its organizational structure or its control changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging

the Recipient bankrupt, or applies for the appointment of a receiver;

(d) the Recipient ceases to operate.

A12.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient the payment of an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Records Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and
- (j) upon giving Notice to the Recipient, terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province.

A12.3 Opportunity to Remedy. If, pursuant to section A12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A12.4 Recipient not Remediating. If the Province provides the Recipient with an opportunity

to remedy the Event of Default pursuant to section A12.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A12.2(a), (c), (d), (e), (f), (g), (h), (i) and (j).

A12.5 When Termination Effective. Termination under Article A12.0 will take effect as provided for in the Notice.

A13.0 FUNDS AT THE END OF A FUNDING YEAR

A13.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A12.0, if, by the end of a Funding Year, the Recipient has not spent all of the Funds allocated for that Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds;
- (b) adjust the amount of any further instalments of Funds accordingly.

A14.0 FUNDS UPON EXPIRY

A14.1 Funds Upon Expiry. Upon expiry of the Agreement, the Recipient will pay to the Province any Funds remaining in its possession, under its control, or both.

A15.0 DEBT DUE AND PAYMENT

A15.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay to the Province an amount equal to the excess Funds.

A15.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds, an amount

equal to any Funds or any other amounts owing under the Agreement; or

- (b) the Recipient owes to the Province any Funds, an amount equal to any Funds or any other amounts owing under the Agreement, whether or not the Province has demanded their payment, such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the Province directs otherwise.

A15.3 Interest Rate. The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

A15.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province at the address set out in Schedule "B".

A15.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King in right of Ontario.

A16.0 NOTICE

A16.1 Notice in Writing and Addressed. Notice will be:

- (a) in writing;
- (b) delivered by email, postage-prepaid mail, personal delivery, courier or fax; and
- (c) addressed to the Province or the Recipient as set out in Schedule "B", or as either Party later designates to the other by Notice.

A16.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of fax, one Business Day after the Notice is delivered; and
- (c) in the case of email, personal delivery or courier on the date on which the Notice is delivered.

A16.3 Postal Disruption. Despite section A16.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, courier or fax.

A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A17.1 Consent. When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

A18.0 SEVERABILITY OF PROVISIONS

A18.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

A19.0 WAIVER

A19.1 Condonation not a waiver. Failure or delay by the either Party to exercise any of its rights, powers or remedies under the Agreement will not constitute a waiver of those rights, powers or remedies and the obligations of the Parties with respect to such rights, powers or remedies will continue in full force and effect.

A19.2 Waiver. Either Party may waive any of its rights, powers or remedies under the Agreement by providing Notice to the other Party. A waiver will apply only to the specific rights, powers or remedies identified in the Notice and the Party providing the waiver may attach terms and conditions to the waiver.

A20.0 INDEPENDENT PARTIES

A20.1 Parties Independent. The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is or take any actions that could establish or imply such a relationship.

A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A21.1 No Assignment. The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A21.2 Agreement Binding. All rights and obligations contained in the Agreement will extend to and be binding on:

(a) the Recipient's heirs, executors, administrators, successors, and permitted assigns; and

(b) the successors to His Majesty the King in right of Ontario.

A22.0 GOVERNING LAW

A22.1 Governing Law. The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A23.0 FURTHER ASSURANCES

A23.1 Agreement into Effect. The Recipient will:

(a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and

(b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A24.0 JOINT AND SEVERAL LIABILITY

A24.1 Joint and Several Liability. Where the Recipient comprises more than one entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A25.0 RIGHTS AND REMEDIES CUMULATIVE

A25.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A26.1 Other Agreements. If the Recipient:

(a) has failed to comply with any term, condition, or obligation under any other agreement with His Majesty the King in right of Ontario or one of His agencies (a "Failure");

(b) has been provided with notice of such Failure in accordance with the

requirements of such other agreement;

- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A27.0 SURVIVAL

A27.1 Survival. The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.6, section A5.2, section A7.1, section A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A7.8, Article A8.0, Article A9.0, section A11.2, section A12.1, sections A12.2(d), (e), (f), (g), (h), (i) and (j), Article A13.0, Article A14.0, Article A15.0, Article A16.0, Article A18.0, section A21.2, Article A22.0, Article A24.0, Article A25.0 and Article A27.0.

END OF GENERAL TERMS AND CONDITIONS

SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds	\$49,031.11
Project Expiry Date	November 28, 2025
Amount for the purposes of section A5.2 (Disposal) of Schedule "A"	\$25,000
Certificate of Insurance	\$ 2,000,000
Contact information for the purposes of Notice to the Province	Priscilla McKenzie Senior Manager Design and Implementation Unit, Emergency Management Ontario Treasury Board Secretariat Address: Emergency Management Ontario 25 Morton Shulman Avenue Toronto, Ontario, M3M 0B1 Email: EMOcommunitygrants@ontario.ca
Contact information for the purposes of Notice to the Recipient	Name: Jeff Spoor Position: Fire Chief Address: 87 John Street/Rue South/Sud, Aylmer, ON, N5H2C3 Phone: 5197735344230 Email: jspoor@malahide.ca
Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement	Name: Adam Boylan Position: Director of Corporate Services Address: 87 John Street/Rue South/Sud, Aylmer, ON, N5H2C3 Phone: 5197735344244 Email: aboylan@malahide.ca

Additional Provisions:

B1.0 ADDITIONAL COMMUNICATIONS REQUIREMENTS

B1.1 Communications Details. The Recipient agrees that:

- (a) Any of the Province's Project-related communications shall be at the discretion of

the Province.

- (b) The Province may acknowledge the Project in any of its communications.
- (c) The Province may request that the Recipient participate in an announcement or media event with government officials.
- (d) The Recipient shall share any proposed public-facing Project-related communications with the Province for review prior to public release.
- (e) The Province may also request a summary of any of the Recipient's planned communication activities about the Project.
- (f) Any of the Recipient's Project-related public communications about the Project shall be made in accordance with the timing specified by the Province, including the timing of any official Project launch announcement.

Visual identity and branding for any Project-related products, materials, equipment, and other assets used by the Recipient shall be in accordance with direction provided by the Province

**SCHEDULE “C”
PROJECT**

Focusing on preparing for seasonal flooding through water rescue and communication equipment. The community has noted a need for additional equipment due to an increase in flooding and water rescues. The Township is seeking funding for NRS dry suits, life vests, boots and gloves and radios.

Project Timelines

Project Start Date	Effective Date of the Transfer Payment Agreement
Completion Date	August 29, 2025

Performance Metrics

KPI	Description/Calculation	Target
Increasing emergency preparedness in this community as a result of this project	Rate of emergency preparedness increase in this community as a result of this project (scale: 1 (not prepared), 2 (minimally prepared), 3 (partially prepared), 4 (mostly prepared), 5 (fully prepared))	5
Increase number of volunteers in the community as a result of this project	Number of volunteers recruited for the organization/project	0
Increase number of people trained for emergency preparedness as a result of this project	Number of people trained	0

Client Provided Performance Metrics

KPI	Description/Calculation	Target
Reduce Response Time	Measures how quickly firefighters reduce the time to get people out of their houses.	5
Increase Rescue Capacity	More teams to be deployed at the same time to increase capacity of response capabilities.	5
Increase Communication Efficiency	Measures increase to communication capacity on scene.	5

SCHEDULE "D"
BUDGET

Expense Category	Total
Supplies	\$0.00
Capital Equipment	\$49,031.11
Services	\$0.00
Training	\$0.00
Other	\$0.00
Total Funding Request	\$49,031.11

SCHEDULE "E"
PAYMENT PLAN

The payment of Funds will be made by electronic fund transfer by the Province. The Recipient is required to have a profile on the Integrated Financial Information System (IFIS) system and is responsible for keeping it up to date with appropriate banking and contact information.

	Payment Amount	Payment Date
Payment	\$49,031.11	Up to 15 Business Days after all the following occur: <ul style="list-style-type: none">• the Agreement is signed by both parties;• the Province receives the following from the Recipient the Certificate of Insurance

**SCHEDULE "F"
REPORTS**

The following documents will be required before completion of report back:

- Confirmation of signing authority; and
- Copy of notification to elected official/head for awareness

Final Report. The Recipient shall include the following in the Final Report:

- (a) Final expense summary, including a reconciliation of actual payments made by the Province and actual expenses incurred by the Recipient in accordance with the Budget.
- (b) An explanation of variances between the Budget and actual expenses incurred by the Recipient.
- (c) Itemized list of all capital and operating equipment purchased.
- (d) Supporting documents substantiating the Recipient's completion of Project activities.
- (e) Summary of Project and performance measures results demonstrating how the Project has enhanced capabilities.
- (f) Final Report to be completed on TPON by the Recipient's Finance Contact or equivalent in accordance".

A failure to meet any of the reporting requirements described above may impact the Recipient's ability to return Funds under this Agreement, as well as the Recipient's eligibility to receive funding that may be available through **future iterations of the program**.

Unless the Province specifies otherwise, all Reports must be completed in Transfer Payment Ontario.

Project reporting deadline	September 12, 2025
-----------------------------------	---------------------------



REPORT NO. F-25-04

TO: Mayor & Members of Council
DEPARTMENT: Fire & Emergency Services
MEETING DATE: February 20, 2025
SUBJECT: **COMMUNITY EMERGENCY PREPAREDNESS GRANT**

RECOMMENDATION:

THAT Report No. F-25-04 entitled “Community Emergency Preparedness Grant” be received for information;

AND THAT Malahide Council approves and authorizes the agreement between the Township and the Province, granting the Director of Fire and Emergency Services and the Director of Corporate Services the authority to execute the grant agreement on behalf of the Township.

PURPOSE & BACKGROUND:

The Township of Malahide has been awarded a grant of forty-nine thousand thirty-one dollars and eleven cents (\$49,031.11) through the Community Emergency Preparedness Grant (CEPG) program, administered by Emergency Management Ontario. This funding is part of the Ontario government’s initiative to enhance local emergency preparedness and response capabilities. The CEPG program supports municipalities, First Nations, and community organizations in purchasing emergency supplies and equipment, providing training, and enhancing operational preparedness to mitigate and respond effectively to emergencies. Eligible applicants included municipalities with populations under 100,000 with emergency response mandates. This competitive grant was awarded based on need, capacity, and alignment with provincial emergency preparedness priorities.

The Township’s successful application was based on the need to improve its emergency response capacity by acquiring essential equipment that will enhance operational efficiency in emergency situations. The funding will be allocated to the purchase of critical emergency response tools, which include:

- 14 Water/Ice Rescue Suits
- 10 Portable radios

These acquisitions will enable the Township to provide improved emergency response services to residents, ensuring greater resilience in the face of water and ice-related emergencies, as well as enhancing communication capabilities for first responders. The funding aligns with the Township’s commitment to proactive emergency management

and preparedness, ensuring public safety and continuity of municipal services during crises.

COMMENTS & ANALYSIS:

The approval of this grant funding represents a significant step forward in strengthening the Township of Malahide's emergency preparedness strategy. The procurement of modern emergency response equipment will directly enhance the capabilities of the Township's emergency response teams and first responders.

The selection of equipment was based on an assessment of current emergency response needs, ensuring that the grant funds are utilized efficiently to address the most critical areas. The addition of Water/Ice Rescue Suits will improve the Township's ability to conduct safe and effective rescues in aquatic and ice-related incidents. The ten (10) additional portable radios will enhance communication and coordination among emergency responders, particularly in challenging environments where reliable communication is essential.

Financially, this grant alleviates the burden on the Township's budget by covering necessary capital expenses that might otherwise require the reallocation of municipal funds. This grant award also underscores the Township's ability to successfully secure external funding opportunities that benefit the community.

From an operational perspective, the new equipment will significantly improve the Township's ability to respond to various water/ice-based emergencies, enhancing overall safety. Furthermore, the investments made under this grant will have long-term benefits, as the equipment will support emergency operations for years to come.

Council's acknowledgment and support of this funding initiative reinforce Malahide's dedication to safeguarding its residents and infrastructure against emergencies. This grant provides both immediate and lasting improvements to the Township's emergency response capabilities, positioning Malahide as a proactive leader in community safety and emergency preparedness.

FINANCIAL IMPLICATIONS:

The awarded grant of forty-nine thousand thirty-one dollars and eleven cents (\$49,031.11) will fully cover the cost of purchasing the approved equipment. No additional funding is required at this time

LINK TO STRATEGIC & OPERATIONAL PLANS:

- Unlock responsible growth.
- Maximize the utilization of all assets: people, facilities, and technology
- Optimized use of all facilities, upgrades or changes to align with needs
- Township participation in regional economic development initiatives

CONSULTATION:

Steven Tripp – Community Relations and Economic Development Manager
Adam Boylan – Director of Corporate Services

ATTACHMENTS:

1. Township of Malahide TPON Agreement

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

Approved by: N. Dias, Chief Administrative Officer



REPORT NO. F-25-05

TO: Mayor & Members of Council
DEPARTMENT: Fire & Emergency Services
MEETING DATE: February 20, 2025
SUBJECT: **FIRE MARSHAL'S PUBLIC FIRE SAFETY COUNCIL
 CERTIFICATION GRANT**

RECOMMENDATION:

THAT Report No. F-25-05 entitled "Fire Marshal's Public Fire Safety Council Certification Grant" be received for information.

PURPOSE & BACKGROUND:

The Township of Malahide has been awarded a grant of two thousand seven hundred fifty-three dollars and fifty-four cents (\$ 2,753.54) through the Fire Marshal's Public Fire Safety Council (FMPFSC) Grant program. This grant provides select provincial fire departments with funding to support the purchase of firefighter training and educational needs to assist with certification requirements as part of O.Reg.343/22 (Firefighter Certification). This is the third and final year that this grant will be offered in Ontario.

The Township has also received grants from (FMPFSC) in 2024 (\$3,028.77) and in 2023 (\$5,000.00) assisting with the fire department's certification goals.

COMMENTS & ANALYSIS:

The approval of this grant funding represents a commitment from the (FMPFSC) to assist Ontario's fire departments with meeting O.Reg.343/22 July of 2026 deadline for certification. This year's purchase will include five (5) iPads and protective cases that the department can utilize in its training evolutions.

Staff will continue to look for opportunities for grants and or funding when available and would like to thank the Fire Marshal's Public Fire Safety Council (FMPFSC) for its continued support and assistance to the fire departments of Ontario

FINANCIAL IMPLICATIONS:

The awarded grant of two thousand seven hundred fifty-three dollars and fifty-four cents (\$ 2,753.54) will fully cover the cost of purchasing the above-mentioned training aids. No additional funding is required at this time

LINK TO STRATEGIC & OPERATIONAL PLANS:

- Unlock responsible growth.
- Maximize the utilization of all assets: people, facilities, and technology
- Optimized use of all facilities, upgrades or changes to align with needs
- Township participation in regional economic development initiatives

CONSULTATION: N/A

ATTACHMENTS: None

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

Approved by: N. Dias, Chief Administrative Officer

January 28, 2025

Mayor Giguère and Township of Malahide Council
Township of Malahide
87 John Street South
Aylmer ON N5H 2C3

Mayor Giguère and Malahide Council,

Re: Relocation of the Aylmer Library Branch to the East Elgin Community Complex

At its meeting held on January 28, 2025, Elgin County Council passed the following resolution:

“Moved: Councillor Couckuyt
Seconded: Councillor Giguère

THAT Elgin County Council endorses in principle the relocation of the Aylmer branch of the Elgin County Library to the East Elgin Community Complex; and,

THAT Aylmer Town Council be requested to endorse in principle the relocation of the Aylmer branch of the Elgin County Library to the East Elgin Community Complex; and,

THAT the Director of Community and Cultural Services report back to County Council regarding next steps in the process to accommodate the Aylmer branch of the Elgin County Library at the East Elgin Community Complex, including opportunities for public consultation; and,

THAT Aylmer Town Council’s request “to establish a committee to advance the matter of a Greater Aylmer area Library” be received and filed based on the information contained in the January 28, 2025, report titled “Relocation of Aylmer Library to the East Elgin Community Complex” from the Director of Community and Cultural Services; and,

THAT copies of this report be circulated to the Councils of the Town of Aylmer and Township of Malahide.

Motion Carried.”

Elgin County Council has endorsed in principle, the relocation of the Aylmer branch of the Elgin County Library to the East Elgin Community Complex. The County is now requesting that the Town of Aylmer Council also endorse this relocation. Should the

Town of Aylmer also endorse this relocation, it is recommended that a consultation process be initiated involving the East Elgin Community Complex Board of Directors, the Town of Aylmer, and library stakeholders to explore the potential move. As a joint owner of the East Elgin Community Complex, the Township of Malahide will be considered a key stakeholder in any future public engagement or planning efforts.

A copy of the report titled "Relocation of Aylmer Library Branch to the East Elgin Community Complex" from the Director of Community and Cultural Services is attached as information.

If you have any questions, do not hesitate to contact me.

Yours truly,



Warden Grant Jones

warden@elgin.ca

519-671-0182



Report to County Council

From: Brian Masschaele, Director of Community and Cultural Services

Date: January 28, 2025

Subject: Relocation of Aylmer Library Branch to the East Elgin Community Complex

Recommendation(s):

THAT Elgin County Council endorses in principle the relocation of the Aylmer branch of the Elgin County Library to the East Elgin Community Complex; and,

THAT Aylmer Town Council be requested to endorse in principle the relocation of the Aylmer branch of the Elgin County Library to the East Elgin Community Complex; and,

THAT the Director of Community and Cultural Services report back to County Council regarding next steps in the process to accommodate the Aylmer branch of the Elgin County Library at the East Elgin Community Complex, including opportunities for public consultation; and,

THAT Aylmer Town Council's request "to establish a committee to advance the matter of a Greater Aylmer area Library" be received and filed based on the information contained in the January 28, 2025 report titled "Relocation of Aylmer Library to the East Elgin Community Complex" from the Director of Community and Cultural Services; and,

THAT copies of this report be circulated to the Councils of the Town of Aylmer and Township of Malahide.

Introduction:

Aylmer Town Council is requesting that Elgin County Council establish a committee to advance the matter of the Aylmer Library. Recently, the Board of Directors of the East Elgin Community Complex (EECC) also approved direction to approach Elgin County Council and County staff about a possible relocation of the Aylmer Library to the Complex. This report considers both requests and recommends that a consultation process begin with the EECC Board of Directors, the Town of Aylmer and library stakeholders for the potential relocation of the Aylmer branch of the Elgin County Library to the Complex.

Background and Discussion:

County Council passed the following recommendation at the December 12, 2024 meeting in response to correspondence received from the Council of the Town of Aylmer as attached “to establish a committee to advance the matter of a Greater Aylmer area Library”:

Moved by: Councillor Couckuyt

Seconded by: Deputy Warden Ketchabaw

RESOLVED THAT Council direct the Director of Community and Cultural Services to bring forward a report regarding the Town of Aylmer's request to establish a committee to advance the matter of the Aylmer Library.

Motion Carried.

This report is in response to this staff direction. In the interim, the Board of Directors of the EECC has expressed interest in offering space at the Complex for the purposes of hosting the Aylmer branch of the Elgin County Library. Prior to considering both requests, it is important to re-affirm County Council’s role as the sole governing authority for the Elgin County Library system and the options that County Council has available in terms of meeting space needs for the Aylmer branch.

County Council’s Role as Governing Authority for Elgin County Library

The report from the Chief Administrative Officer of the Town of Aylmer dated November 1st, 2024 and his ensuing delegation to Elgin County Council on December 12th, 2024 repeatedly referenced the “Elgin County Public Library Board” as the governing authority for the Elgin County Library system. To clarify, such a board **does not exist**. The former board was dissolved through legislation proclaimed January 1, 1986 as attached. Also attached are the comments that formed the County’s delegation on this matter at the time, the contents of which remain valid in terms of the utility and administrative challenges of a separate library board. For nearly forty years, the former board’s authority has been vested with Elgin County Council under the terms of the *Public Libraries Act* (R.S.O. 1990, c. P.44) as then and now constituted. Any deliberate reference to the former board, and comments about ways that such a separately constituted board could be more effective in library governance as contained in the Town CAO’s report, is beyond the Town’s jurisdiction and only serves to confuse the model of governance that Elgin County Council has effectively established for nearly forty years.

As the sole governing authority for the Elgin County Library system under the *Public Libraries Act*, County Council does have the ability to enter into agreements to directly own or lease facilities for library branch use subject to the following provisions in the Act as if it were a library board:

Operation of branch libraries by county library board

21 A county library board shall operate a branch library in each local municipality that operated a public library before that municipality became part of the county library system, unless the county council and the council of the municipality concerned agree otherwise. R.S.O. 1990, c. P.44, s. 21.”

Accommodation may be provided by local municipality

26 (2) The council of one or more participating municipalities may, at the request of the county library board, rent accommodation to the board and may issue municipal debentures for the cost of constructing a building for the board’s purposes, but the ownership of the building shall remain with the municipality unless the board and the council of the municipality agree otherwise. R.S.O. 1990, c. P.44, s. 26 (2); 1996, c. 32, s. 83 (3).

The full version of the *Public Libraries Act* is available [here](#).

Aylmer Library was part of the County system when it was formally established through Elgin County By-Law No. 1898 (passed in 1965, see attached). As such, the County is obligated to operate a branch within the Town of Aylmer unless both councils agree otherwise. Furthermore, the Town of Aylmer would need to continue to own the building if the Aylmer branch remains at its current location unless both parties agree otherwise, even if the branch is expanded at that location. On the other hand, County Council does have authority to own or lease an alternate location for the branch **as long as it is within the Town of Aylmer’s boundaries**. Potential accommodation of the Aylmer branch at EECC satisfies provisions of the Act because the Complex is formally located within the Town’s boundaries. Nevertheless, it would be constructive for the County to seek the Town’s endorsement on any relocation within its boundaries out of respect as a long-standing partner with the library system and given the revenue implications to the Town at the current Old Town Hall location. **Staff are of the opinion that County Council should seek the Town of Aylmer’s endorsement on any proposed relocation of the Aylmer branch to the Complex as soon as possible before proceeding any further.** Should the Town endorse such a move, then the matter of forming a committee to advance the matter of the Aylmer Library where all options are being considered becomes secondary to exploring accommodation at the Complex as the primary solution. A committee and/or public consultation process could then be held but the focus would be on gaining feedback on the types of programs and services that could be delivered from a library located at the Complex.

Clarifications to the Town of Aylmer CAO’s Report Dated November 1, 2024

As the future of the Aylmer Library is being considered, it is necessary to clarify certain aspects of the Town of Aylmer CAO’s report titled “County Collaboration – Library Services, Facilities & Funding” dated November 1, 2024 and ensuing delegation to County Council which took place at the December 12, 2024 meeting. This includes the following matters:

- Identification of space needs for the Aylmer branch, and any branch in the County system, are driven by recommendations contained in [Guidelines for Rural/Urban Public Library Systems \(4th Edition, 2023\)](#) produced by the Administrators of Rural and Urban Public Libraries of Ontario (ARUPLO), the organization representing most County library systems in Ontario. County Council received these Guidelines early in 2024 and subsequently received a comprehensive benchmarking analysis for all ten branches in the County system, including Aylmer, at the September 10, 2024 meeting. These Guidelines identify Aylmer as a large branch in the system for planning purposes. At no time have County staff referred to the Aylmer branch as the “Greater Aylmer area Library” or a “main library branch”, and other branches as “small rural feeder library branches”. Each branch plays a strategic role in the system and strives to have hours, services and staffing levels that are appropriate to the catchment area being served. This catchment area does not always conform to strict municipal boundaries. Aylmer is not the only branch with a catchment area that includes more than one local municipality. Port Stanley, for instance, serves both residents of Central Elgin and Southwold within its identified catchment area as a medium-sized branch according to the Guidelines. However, it is not considered a “greater area library” but, rather, a branch. Calling Aylmer Library a “main branch” is misinformed and is contrary to Elgin County Library’s operating ethos of having ten locations that are administered on an equal footing as full branches.
- The report refers to a presentation made to Aylmer Town Council by the Aylmer Library Supervisor on September 18, 2024 which is available [here](#). The Town CAO’s synopsis of this presentation states that she referenced “a deficiency in hours of operation, and a deficiency in staffing levels.” It goes on to state that she presented “the possible need to triple the number of staff supporting the branch”. **No such claims were made by the Supervisor during that presentation.** Her comments were focused on the branch’s solid statistical performance, impact of programs on the community and operating challenges being experienced strictly in the context of space needs. This is further supported by the presentation made by the Director of Community and Cultural Services on the ARUPLO Guidelines in which it was cited that Aylmer is operating within guidelines for both staffing levels and weekly hours of operation. The Director’s report also stated that “the library’s performance at the branch level against the most recent edition of the ARUPLO Guidelines can be considered solid with the exception of facilities which is the one guideline that the County does not control directly.” Staffing levels may need to be adjusted should opportunities arise for expansion, but this is not an operating challenge at the present time and was not cited as such.
- The report contains multiple references to how County Council governs the library, calling for a committee to “examine whether Elgin County has a sufficient independent organizational structure established to support local libraries”. These references continue with a belief that a formal library board could be more effective; and, further, that “an independent Chief Executive Officer could be much more effective in advancing a Greater Aylmer area Library”. As previously stated, comments on County governance and administration are beyond the purview of the Town of Aylmer. It is unclear why such comments were included

in the scope of the Town CAO's report and ensuing delegation to County Council when the matter at hand for the Town strictly relates to the provision of sufficient space to accommodate the Aylmer branch (which is within the Town's jurisdiction).

- The report makes reference to a fundraising goal of \$500,000 established sometime around 2021 towards library expansion, stating as follows: "There was an understanding that Elgin County would utilize their charitable registration and accept donations on behalf of the library branch. At the time of authoring this report, the Town has received no indication whether Elgin County holds any donated funds towards this project." County staff are not aware of this understanding, nor was there any formal direction to County staff to engage in these fundraising efforts utilizing the library's charitable status. It is highly unlikely that such an offer could be extended because funds donated to the County for library purposes generally need to go towards operating items (such as programs or library materials) and not for buildings given that the County does not own them.

Previous Work to Design the Complex

Preliminary design work has already been completed to accommodate the Aylmer branch at the Complex. Library staff were involved in the development of these plans in partnership with the complex in 2017. At that time, a range of options were being considered that ranged from approximately 6,000 square feet of space to just over 12,000 square feet. The amount of space the EECC Board wishes to consider for the purposes of housing the Aylmer branch under a revised proposal has yet to be formally considered. Staff are recommending that a branch in the vicinity of 10,000 square feet be considered to meet the minimum requirements for a large branch under the ARUPLO Guidelines while keeping the impact on future County budgets reasonable. Future expansion at the Complex could be considered in the medium to long-term as the community grows and to fully reflect space needs relative to the catchment area being served by the branch according to the Guidelines (which is approximately 16,000 residents).

Opportunity for Community Consultation

Elgin County Library staff can lead a user-engagement and public consultation process that will include stakeholders should County Council wish to move ahead with relocation of the branch to the Complex. How such a process will be constituted and how it will unfold can be the subject of a subsequent report on this matter. Those wishing to share their views on future accommodation for the Aylmer branch also have the opportunity (as always) to make a delegation to County Council. For Council's information, draft terms of reference were developed by the Town of Aylmer in 2017 to establish a committee to review concept drawings for the Complex. A similar committee could be convened and led by the County.

Financial Implications:

The County has a lease with the Town of Aylmer for the current Old Town Hall location of the library, the current term of which expires at the end of 2027 and then renewable should both parties agree on a five-year basis. In 2025, this lease will pay to the Town of Aylmer \$17.91 per square foot or an annual total of \$55,181. The Town CAO's report states that "it is important to allow Elgin County the ability to terminate the lease without penalty if they are able to find an interim location that will better meet their needs". Aylmer Town Council would need to formally approve early termination of the lease (if required), but this statement leads to the assumption that accommodation at the Complex could proceed as soon as feasible, or at the very least at the end of 2027.

Since 2014, provision has existed in the County's ten-year financial plan for an anticipated increase to lease payments for Aylmer Library expansion. This amount currently stands at \$65,000 which is in addition to the \$55,181 already being paid to the Town. Therefore, \$60,000 of additional funds would be required in the County budget as soon as 2026 (plus annual inflationary adjustments) to support a library in the vicinity of 10,000 square feet at the Complex, based on 2025 rates. A facility of this size would then pay to the leaseholder approximately \$180,000 (plus annual inflationary adjustments).

In addition, the County's ten-year capital plan contains provision for equipment, collections and furnishings for future library expansions. This amount currently stands at \$135,000. It is recommended that \$40,000 of these funds be utilized in the 2025 budget for the expansion to West Lorne Library, leaving \$95,000 that could be devoted towards equipment and collection needs for an expansion to Aylmer Library as soon as 2026. Any additional funds that may be required for this purpose can form part of future budget planning for 2026 or beyond, but Council can be assured that a significant placeholder already exists for this purpose.

It would be the EECC's responsibility to make any space provided for the purposes of housing the Aylmer branch at the Complex "library ready." This means that the Complex would need to invest in the necessary capital renovations to the space to accommodate library functions such as collection space, programming areas, meeting rooms / study areas and staff workspaces strictly at their cost. Library staff will work with the EECC Board to update previous design work for the purposes of a costing analysis.

Alignment with Strategic Priorities:

Serving Elgin	Growing Elgin	Investing in Elgin
<input checked="" type="checkbox"/> Ensuring alignment of current programs and services with community need. <input checked="" type="checkbox"/> Exploring different ways of addressing community need. <input checked="" type="checkbox"/> Engaging with our community and other stakeholders.	<input checked="" type="checkbox"/> Planning for and facilitating commercial, industrial, residential, and agricultural growth. <input type="checkbox"/> Fostering a healthy environment. <input checked="" type="checkbox"/> Enhancing quality of place.	<input type="checkbox"/> Ensuring we have the necessary tools, resources, and infrastructure to deliver programs and services now and in the future. <input type="checkbox"/> Delivering mandated programs and services efficiently and effectively.

Local Municipal Partner Impact:

The East Elgin Community Complex is jointly owned by the Township of Malahide and Town of Aylmer and governed through a Board of Directors comprised of both councils. While this report requests the explicit endorsement of the Town of Aylmer to proceed with relocation to the Complex given that the County has an existing leasing arrangement with the Town for the Aylmer branch, Malahide Council will have to authorize re-purposing space at the Complex for library use, along with any revenue sharing agreements with the Town of Aylmer that will result. Malahide will be considered a key stakeholder in any future public engagement and planning efforts.

Communication Requirements:

It is recommended that a copy of this report be circulated to councils of the Town of Aylmer and Township of Malahide for information purposes.

Conclusion:

The Town of Aylmer CAO's report provided a detailed timeline on the debate and multiple options explored to better meet space needs for the Aylmer Library, with an implication that the County and library staff have not provided leadership and advocacy for library expansion in Aylmer and that the existence of a library board could be more effective in advancing the cause. This debate has extended for over twenty years, with still no significant progress to date. For much of this time, the County's Library Director and staff have been directly involved in public consultations and the necessary "behind the scenes" work to advance this cause, including active participation in committees, many hours devoted to design work and several community presentations that was

close to achieving a stand-alone, purpose-built library of just over 10,000 square feet on grounds adjacent to the current location in 2014. Staff also devoted considerable time towards initial designs in 2017 during the first proposal to locate to the Complex. Since that time, there has not been any tangible opportunities to expand the branch so it may seem that the County has played a less visible role in this matter in recent years but that largely has been the product of past experiences, further exacerbated by the global pandemic where library services had to be limited.

Aylmer Library continues to be a well-used and vital community asset, accounting for approximately 36 per cent of Elgin County Library's total circulation (2024 statistics) while serving 32 per cent of the total population encompassed by the entire system. Program attendance is also strong relative to peers despite the amount of space available to host these programs. Over the past two decades, the value and importance of the library to the community has not been the source of debate. It has been about how best to proceed with a much-needed expansion that makes the most sense from a financial perspective and how best to leverage further partnerships and investments in the community while doing so. An opportunity is emerging to better meet space needs for the Aylmer Library at the East Elgin Community Complex which may finally "stroke all the right boxes" to proceed. It is recommended that this option be pursued.

All of which is Respectfully Submitted

Approved for Submission

Brian Masschaele, Director of Community
and Cultural Services

Blaine Parkin
Chief Administrative Officer/Clerk



The Corporation of the Town of Aylmer
46 Talbot Street West, Aylmer, Ontario N5H 1J7
Office: 519-773-3164 Fax: 519-765-1446
www.aylmer.ca

November 22, 2024

Elgin County Warden and Council

Via email: CAO@elgin.ca; kthompson@elgin.ca

Re: County Collaboration – Library Services, Facilities & Funding

Elgin County Warden and Council,

At their meeting of November 20, 2024 meeting, the Town of Aylmer Council passed the following motion regarding the subject noted above:

That Report CAO 60-24 respecting County Collaboration - Library Services, Facilities & Funding be received for information; and,

That Aylmer Council send a request to Elgin County Council as the Elgin Public Library Board to establish a committee to advance the matter of a Greater Aylmer area Library.

Please find attached Report CAO 60-24, regarding County Collaboration on Library Services, Facilities & Funding, for further information on the Town's recommendation.

Thank you for your consideration,

Owen Jaggard
Owen Jaggard

Director of Legislative Services/ Clerk

Town of Aylmer

46 Talbot Street West, Aylmer, ON N5H 1J7

519-773-3164 Ext. 4913 | Fax 519-765-1446

ojaggard@town.aylmer.on.ca | www.aylmer.ca

CC:

Blaine Parkin, Chief Administrative Officer (CAO)

Katherine Thompson, Manager of Administrative Services/Deputy Clerk

Attached:

Report CAO 60-24 County Collaboration – Library Services, Facilities & Funding



Alternative formats and communication support available upon request.

Please contact clerks@town.aylmer.on.ca or 519-773-3164 for assistance.

Date	November 1, 2024
To	Council – November 20, 2024
From	Andy Grozelle, Chief Administrative Officer
Report No.	CAO 60-24
Report Title	County Collaboration – Library Services, Facilities & Funding

Recommendation

That Report CAO 60-24 respecting County Collaboration – Library Services, Facilities & Funding be received for information; and,

That Aylmer Council send a request to Elgin County Council as the Elgin Public Library Board to establish a committee to advance the matter of a Greater Aylmer area Library.

Executive Summary

This report is in response to Council direction provided following the delegations of Dalene van Zyl, Elgin County Aylmer Library Supervisor, and Kirk Barons, representative for the Aylmer Library Expansion Supporters (ALES), at the September 18, 2024, meeting of Council.

Staff are recommending that Aylmer Council request Elgin County Council, as the Library Board, establish a committee to advance the issue of a Greater Aylmer area Library.

Given the level of concerns raised by Elgin County at the September 18th meeting, staff are also recommending that Aylmer Council allow the County to seek temporary facilities for their provision of library services within the Town. This option would be

up to the County to pursue, however Aylmer providing flexibility in releasing the County from their current lease arrangement may assist the County. Such release could facilitate the County seeking a more suitable interim location until the Greater Aylmer area library issue is substantially advanced. Within this there is an understanding that Aylmer Council supports library services and has no desire to limit Elgin County as the Library Board from addressing the lengthy list of concerns raised at the September 18th meeting.

This approach also acknowledges that expansion of the library will initially seek to service a population of 15,000 – 20,000. This in turn is not a replacement of 'like for like' but would be the establishment of a main library branch for Elgin County. Such a main branch would serve as the hub for regional programming and events. Considerable stakeholder engagement by the library board will be required to consider all aspects of the services provided including programming, access, design, staffing, and operating hours.

Background

Attached to this report is a brief summary of the historic background on the library. Those who have followed this know it has been contentious. Following the defeat of the project in 2017 the project of constructing a new facility was removed from the Town's ten-year Capital Plan.

More recently, after receiving budget survey feedback in September of 2021, Council established that no further work be undertaken on this file until such time as \$500,000 in fundraising occurred. There was an understanding that Elgin County would utilize their charitable registration and accept donations on behalf of the library branch. At the time of authoring this report, the Town has received no indication whether Elgin County holds any donated funds towards this project.

The September 18, 2024, presentation from Dalene van Zyl, Elgin County, Aylmer Library Supervisor, noted numerous issues with the current Aylmer Library branch facility. These issues included, but were not limited to, a deficiency of approximately 12,500 square feet, a deficiency in hours of operation, and a deficiency in staffing levels. Other issues with the current facility include accessibility issues, the need for additional public washrooms, a lack of community meeting rooms, a lack of privacy, and a lack of programming space.

This is a servicing challenge with implications for a greater area than the Town of Aylmer. Elgin County has indicated a desire for the Aylmer Branch to service a catchment area of 15,738 residents, everything south of College Line within the Township of Malahide. The County recognizes the Aylmer Branch as the sole large branch operated by Elgin County. Further, the challenge is interlaced with aligning facilities needs with the operational direction of the library services the County delivers. For example, their presentation noted the possible need to triple the

number of staff supporting the branch and expand the range of services provided at the facility.

A wholistic regional approach is required to develop a new main Elgin County library that will be established in the County's largest settlement area but will provide equal levels of service and programming to those in the surrounding rural communities. This requires considering all aspects of library services such as staffing, stakeholders, access, and hours of operation.

Analysis

As noted in the presentation, and in the associated report to Elgin County Council, the County has indicated a desire to take a stronger leadership role on this matter. Staff are hopeful that this approach can better align capital, operational, and community planning for library services in the greater Aylmer area. The County has not yet indicated what action it will take. Staff are suggesting that Council consider making recommendation to Elgin County as the Elgin County Library Board.

Points to Advance with the Library Board (Elgin County Council)

There are multiple important points that staff believe could be advanced through a committee established by the Library Board. To summarize:

1. County Leadership on Library Services and Facilities

Discussions occurred with the former CAO of Elgin County on a commitment by the County to lead the process of developing a plan and design for the library and to oversee engineering and project management. Staff believe that this is important with the evolution of library systems to provide numerous 'creative' community spaces. As Aylmer does not provide library services, we should not oversee the design or layout of the library.

2. Library Construction Policy

This policy, last updated in 2015, is unusual. Similar policies in other municipalities speak to project management, design standards, and AODA considerations. The main purpose of the County's policy appears to download obligations to construct and own buildings on local lower-tier municipalities. While this is likely a position in the County's interest, it is not a position that we would expect an independent library board would support. Such a policy may be effective for small rural feeder library branches but will never be able to support the development of a large regional main library branch that is being advanced.

3. Library Governance and Community Participation

Examine whether Elgin County has a sufficient independent organizational structure established to support local libraries. Library Boards generally meet on a monthly basis, and although they have political representation, they are driven by Community appointees. Staff believe such a body under an independent Chief Executive Officer could be much more effective in advancing a Greater Aylmer area Library.

4. County-Wide Library Operations and Facilities Strategy

Circulation and utilization of the existing library identifies high usership of the library by non-Aylmer residents. There needs to be a shift in thinking in how the County invests in urban communities as growth centres that provide services to surrounding rural areas.

5. Fund-Raising and Capital Planning

Work with Elgin County staff to ensure supports are provided to local groups fundraising in the hopes of encouraging meeting the fundraising goal of \$500,000. Further, the committee could guide a process to ready Elgin County for any grant opportunities.

Town of Aylmer Financial Constraints

The Town constructing more space to lease to Elgin County has become more challenging to address than it was in 2017. The additional difficulty arises from the significant investments made by the Town. Investments in major capital projects, like the Water Tower, AIM Park, and Elk Street. These projects along with addressing aging infrastructure, such as the EECC and Town Hall and Old Town Hall, have placed the Town in a position where our reserves are depleted. Debt issuance may be required to fund capital works that are already planned.

The last term of Council reviewed the library and determined that the Town undertaking a capital investment for the County's library service would not be possible without significant local fundraising. Since that time, this Council has received facility condition assessments on two facilities that have introduced substantial costs. Council has also added an indoor pool to the ten-year capital plan which could cost between \$8-\$10 million and for which the Town has no plan on how to finance either capital or operational.

Given the financial pressures facing the Town of Aylmer it is important to be realistic. With the removal of this project from the ten-year capital plan after the 2017 decision, funds held by the Town were placed in the building reserve fund. This reserve is underfunded to address anticipated costs that the Town became aware of

over the last two years through facility condition assessment reports. Despite the history of the library, the removal of this item from the Capital plan means that this is a brand-new capital request that is not envisioned in the Town's current financial or asset planning.

Staff recognize the substantial value of the library services to the Greater Aylmer area. Aylmer however has a small tax base and is unable to sustain the current level of investment in capital. Projects like the Water Tower, Lagoon Upgrades and AIM Park development represent strategic draw-downs of the Town's position for the future long-term residential and economic development interests of the Town. These investments will pay dividends; however, they will not be immediate and multiple years of frugality on capital projects will be required to build up reserves and avoid negative impacts to taxpayers.

Strategic Priorities

This report supports the goals and objectives set out in [Council's Strategic Pillars](#). The library is identified in the Town's Strategic Objectives as a level A priority. During the update in 2024 Council adopted continuing to hold this as an A priority item with no current action required until fundraising is completed.

Conclusion

Staff are recommending forwarding this matter to Elgin County Council and requesting that a committee be established to advance this matter. We believe this is appropriate and would like to work with the County to develop a plan of action on a Greater Aylmer area Library.

As Council heard with the many concerns about the library's current accommodations, staff believe it is important to allow Elgin County the ability to terminate the lease without penalty if they are able to find an interim location that will better meet their needs. Aylmer is supportive of library services, and we do not desire to be seen to hinder the County from providing the level of service they desire for the community simply to keep a tenant in our building.

Respectfully submitted,

Andy Grozelle
Chief Administrative Officer

Appendix

Attachments

1. Appendix A: Brief Background Summary – Old Town Hall Building History
2. Appendix B: Brief Background Summary – Library Expansion History

Follow Up

In adopting this report, what follow up action is required?

By-law

Agreement(s)/document(s) to be signed by Mayor and/or Clerk

Social media/Website update or communication

Other communication – Specify:

Appendix B – Brief Background Summary

Library Expansion History

Ardent followers of library expansion history in Aylmer are most certainly already aware of the details relating to this subject. As such, this section will serve to provide only a broad overview for the benefit of adding context to this report and to provide background for those who are unaware.

In the late 70s, the municipal offices that were previously housed at 38 John Street South were moved to 46 Talbot Street West, leaving the Old Town Hall building vacant. A referendum was held that asked residents whether they were in favor of restoring the Old Town Hall to house a new public library. Despite a majority vote that opposed restoration to house a new public library, Council voted in favor with proceeding. The official opening of the library was June 18, 1982.

The early 2000s saw the establishment of a Library Steering Committee to undertake a needs assessment and planning process. The Town of Aylmer and the County of Elgin Library Services commissioned the Ventin Group Ltd., Architects to prepare a Master Plan Investigation of the Aylmer Old Town Hall Library in 2004. This report proposed purchasing 46 John Street South to meet space requirements (6,600 sq. ft. in addition to its existing space). Further, it included recommendations for a new elevator, washrooms, kitchen, and storage rooms in the new addition to complete the design of the proposed expansion. The cost of this expansion was quoted at \$1.57-\$1.78 million based on 2005 costing. Elgin County Council approved the 11,000 sq. ft. expansion on or before 2009.

Under the lease agreement at the time – originally signed in 1982 – the County leased 3,081 square feet for \$7 a square foot plus 100 percent of the operating cost of the library section of the building and 41.9% of certain capital costs including insurance, maintaining Old Town Hall's exterior and the library's heating system. The lease did not apply to new, expanded, or relocated branches which would require a new operational lease.

Council voted to demolish the house at 46 John Street South in 2008.

A Library Facility Review Committee was established in 2011 that included Town of Aylmer staff and Council members, Aylmer residents, and County of Elgin representatives. The mandate was to explore the requirements, logistics and identify options for the Aylmer branch of the Elgin County Public Library. The final recommendation of the committee was that the Town of Aylmer should proceed with the development of plans and all other related activities for the construction of an expanded library based around the current Old Town Hall with a minimum of 8,000 square feet of assignable library space and the expansion set to be to the west and/or the north. The "Town Square Block" (bounded by Talbot Street West, John Street South, Sydenham Street West, and Centre Street) were to be considered as the preferred location.

Archon Architects were retained in 2013 to prepare a design concept for the new library. A geotechnical investigation was prepared by exp Services Inc. in 2014 as part of Archon Architects' development proposal. Council endorsed proceeding with the building of a new library subject to RFP approval. Council requested a \$400,000 interest free loan from the County of Elgin however their policy is set to approve a maximum of \$100,000. Staff researched numerous grant opportunities. A motion to call a referendum to determine the will of the people of the Town of Aylmer in consideration of "the magnitude and debt-inducing cost of the proposed library building" and "who will carry the financial burden of this project" was defeated in 2014.

Several options for library expansion were investigated over the course of 2015-2017 including inviting expressions of interest for potential lease or purchase of building space for library services. Relocation to the Aylmer Legion (211 John Street South), relocation to the East Elgin Community Complex (531 Talbot Street West), purchasing and annexing of 20 John Street South, and lease or purchase of the ground floor of Trillium Park were some of the proposed options that were ultimately rejected.

Two locations were officially proposed for the Aylmer Library: 23 Myrtle Street and 38 John Street South. A petition was received in support of pursuing the Myrtle Street location for the new library and in opposition to building on the Old Town Hall. A separate petition in support of locating the new library in the downtown core area was also received. The Town of Aylmer hosted a survey in 2017 regarding the library location with 77% of respondents preferring an addition to the Old Town Hall at 38 John Street South. Numerous comments and delegations to Council presented arguments for and against both proposed locations.

The Town of Aylmer retained CJDL Consulting Engineers in 2017 to provide capital and operating costs for the proposed library locations. An 8,000 sq. ft. stand-alone building was proposed for 23 Myrtle Street at a cost of approximately \$1.59 million. The proposed 5,000 sq. ft. addition to 38 John Street South totalled \$1.09 million.

A motion that an enlarged Aylmer Library be situated on the John Street site and that it include a 5,000 sq. ft. building and atrium attached to the current library was defeated in a 4/3 vote in 2017.

A motion to move forward with building the library on the Myrtle Street site was also defeated in a 4/3 vote in 2017.

The current lease agreement with the County of Elgin for 38 John Street South is a 5-year term that commenced January 1, 2023 and ends December 31, 2027. There is no provision in the current agreement for contributions to capital costs on the part of the lessee.

1873 - Plans for a New Town Hall

- Townspeople directed Aylmer Council, by a 63 to 37 vote, to proceed with plans for the new hall in 1873
- Architect: George Watson and Son, London
- Contractor: John H. Arkell
- Construction Inspector: Harrison Maw
- Uses:
 - Clerk-Treasurer's office, Council chamber
 - First floor: post office, police department
 - Mechanic's Institute
 - Second floor: opera house

1911 - Second Floor Renovations Town Hall

- 16-foot brick addition to the front of the Hall to accommodate more office space as well as a 6-foot stage addition and a back stairway
- Uses:
 - Town Assessor's Office
 - Township of Malahide office
 - Rations Issues Office
 - Welfare Officer's Room
 - Criminal and Small Claims Court
 - Driver Examinations
 - Ontario Municipal Board meeting
 - Fire Department
 - Public Works Department

1976 - Municipal Offices and Police Department Move to 46 Talbot St W

1980 - Old Town Hall Heritage Designation & Library Integration

- March 1980, the Old Town Hall was designated a heritage structure under the Ontario Heritage Act
- The building was vacant - Council entertained the idea of demolition
- Elgin County Council and various historical societies for restoration offered grant money to improve the building's exterior
- Referendum November 10, 1980: "Are you in favor of restoring the Old Town Hall to house a new public library?"
 - Outcome: 1032 to 841 not in favour of restoration to house a new public library

- Despite this result, the Council voted in favor of proceeding with the restoration of the Old Town Hall to house a new public library and to accept all grants and assistance
- Roger Verbuyst hired a lawyer to investigate possible ways to force council to abide by the results of the referendum
- The lawyer for the town argued that the result of a referendum was not legally binding upon Council
- The Ontario Supreme Court upheld the decision of Aylmer Town Council to proceed with restoration of the Old Town Hall for use as a library
- Money for the restoration project was provided by the County of Elgin, the Town of Aylmer, the Ontario Heritage Foundation, Wintario, Heritage Aylmer, the sale of the old library and individual donations
- Official opening of the library: June 18, 1982

1987-1988 - Second Floor Restoration

- Reinforcement of balcony and roof; painting of the Union Jack; restoration of the balcony railing; stage, dressing rooms, washrooms
- Fully restored Opera House official opening September 24, 1988
- Library not utilizing the upstairs after renovations for Local History collection

1999 - 125th Anniversary of the Old Town Hall

2000 - Aylmer Library Renovation

- Closed August 21 - October 10
- Books were packed and moved to the bandshell
- Painting, carpet

2007 Future Renovations of the Old Town Hall/Aylmer Public Library

- Under the terms of the lease between the County of Elgin and the Town of Aylmer for the operation of the Aylmer Public Library, the County may be responsible for 41.9 percent of such capital costs - any expenditure would require advance notice and approval as part of the County's annual budget deliberations

2011-2013 - Aylmer Library Building Committee

- Library Facility Review Committee - Final Report to the Town of Aylmer
 - Mandate: To explore the requirements, logistics and identify options for the Aylmer branch of the Elgin County Public Library

- Recommendations: the Town of Aylmer should proceed with the development of plans and all other related activities for the construction of an expanded library based around the current Old Town Hall with a minimum of 8,000 square feet of assignable library space and the expansion set to be to the west and/or the north
- County Staff report 'Aylmer Library Space Requirements' using the 2005 guidelines suggests that a 'Large Rural Branch' like Aylmer with a 'Catchment Area' of 13,000 residents should be between 7,000 sq ft to 21,000 sq ft in size. (ARUPLO Guidelines for Rural/Urban Public Library Systems)
- The "Town Square Block" (bounded by Talbot Street West, John Street South, Sydenham Street West and Centre Street) be considered as the preferred location
- Based on information from the county and town planner, a construction fee of \$200/square foot is used as the benchmark in determining the possible cost of construction
- Report from Brian Masschaele Director of Community & Cultural Services, County of Elgin April 11, 2011 re: current lease with County, guidelines for County Library Branches, Elgin County Library Branch Construction Policy, overview of Aylmer Library programs
- Amalgamation of AMMA and Library proposed 2011
- 2012 - Funding for Aylmer Library Expansion Study - February 21, 2012 Report to County Council
 - That Elgin County fund 41.9% of costs incurred by the Town of Aylmer for architectural and engineering services for a new or expanded facility for the Aylmer Library with an upset limit of \$20,000 pending approval of the 2012 County Budget; and,
 - That payment to the Town of Aylmer proceed upon presentation of actual costs to the County prior to the end of 2013
- Petition in opposition to library expansion September 4, 2012 Meeting of Council
 - 803 signatures
- Grant considerations
 - Community Infrastructure Investment Fund (2012)
 - Cultural Capitals of Canada (2002)
 - Trillium Funds (2003)
 - Heritage Challenge Fund (2000)
 - Canada Cultural Spaces Fund (2016)
 - Canadian Arts and Heritage Sustainability Program (2006)
 - Historic Places Initiative (2006)
 - Ontario Heritage Trust (2006)
- Referendum to consider the magnitude and debt-inducing cost of the proposed library building (2013 resolution)

2015-2017 - Aylmer Library Relocation

- 2016 Expressions of Interest: provide information for a potential lease or purchase of building space for library services

- Relocation to the Legion proposed
- Purchase of 20 John St S proposed
- Lease or purchase of ground floor of Trillium Park proposed
- Offer to fund new space from the Palmer Estate through Andrew Gunn
- Report 51-15 Library Options examines:
 - Option 1: Do nothing, retain the existing location
 - Option 2 - Lease available space in the core area of approx. 6,000 sq. ft. (or more) and preferably within the BIA boundary
 - Option 5 - Build a new standalone building
- Special Council Meeting October 30, 2017 to receive input from the public about the two locations proposed for the Aylmer Library
 - 23 Myrtle Street
 - 38 John Street South
- Petition received from Kory MacDonald and Anne MacDonald in support of pursuing the Myrtle Street location for the new library and in opposition to building on to the Old Town Hall (Received at Council meeting: October 2, 2017 and Presented at Special meeting: October 30, 2017)
 - 51 names
- Petition received from Bill Murch in support of locating the new library in the downtown core area (Delegation May 8, 2017)
 - 1412 signatures
- Report ADMIN 52-17 - Library Location Survey Results
 - 186 surveys received - 144 respondents (77%) preferred the addition to the Old Town Hall located at 38 John Street South
- Comments received in opposition of library expansion at John Street
 - Mennonite Furniture Gallery re: decreased parking
- Comments received in opposition of library relocation to Myrtle Street
 - David Ritchie re: flood plain - examined as potential site for Police Station which produced a CCCA report about flooding potential and soil issues
 - Penny Hilliker McGregor PS - keep library downtown for ease of access for students
- Motions to investigate feasibility of relocation of library to EECC and establishment of a library committee rescinded May 2017
 - Aylmer & Area Chamber of Commerce correspondence re: polling membership (businesses and organizations in the Town of Aylmer, Township of Malahide, Municipality of Bayham, City of St. Thomas and surrounding areas)
 - 70% voted no "Do you feel it is in the best interest of the community for the Aylmer branch of the Elgin County Library to be relocated to the EECC?"
 - 70% voted yes "Do you feel it is in the best interest of the community for the Aylmer branch of the Elgin County Library to stay in the downtown core?"
 - 61% voted yes "Do you feel it is in the best interest of the community that the Aylmer branch of the Elgin County Library stay where it is if there are no other options available at this time in the downtown?"

- Report ADMIN 42-17 - Library Options provided capital costs for new library locations (CJDL)

Capital Costs

- 23 Myrtle Street (8000 sq ft stand alone building)
\$1,590,000 including building cost, landscaping, sidewalks, parking lot, environmental assessment, design, contribution from reserve, county loan (\$100,000)
- 38 John Street South (5,000 sq ft addition)
\$1,094,000 including building cost, landscaping, sidewalks, parking lot, environmental assessment, design and administration, contribution from reserve, county loan

Annual Operating Costs

- 23 Myrtle \$75,400 including county lease revenue
- 38 John \$45,400 including county lease revenue

- Administrator - Report ADMIN 52-17 - Library Location Survey Results

- Resolution 416-17
That Report ADMIN 52-17 Library Location Survey Results, from the Administrator, be received for information.
The motion is carried.
- Resolution 417-17
That an enlarged Aylmer Library be situated on the John Street site.
The motion is amended:
- Resolution 418-17
That the resolution be amended by adding:
And that is include a 5,000 sq. ft. building and atrium attached to the current library.
The motion is carried.
- The amended motion 417-17 reads:
That an enlarged Aylmer Library be situated on the John Street site, and that it include a 5,000 sq. ft. building and atrium attached to the current library.

The motion is defeated with a 4/3 vote.

Resolution 419-17

That Council move forward with building the library on the Myrtle Street site.

The motion is defeated with a 4/3 vote.

Documentation regarding Aylmer Library found here:

<https://aylmer.civicweb.net/filepro/documents/107065/>

○

Bill Pr24

(Chapter Pr16
Statutes of Ontario, 1985)

An Act respecting the County of Elgin

Mr. McNeil

<i>1st Reading</i>	October 17th, 1985
<i>2nd Reading</i>	December 6th, 1985
<i>3rd Reading</i>	December 6th, 1985
<i>Royal Assent</i>	December 6th, 1985

Bill Pr24

1985

An Act respecting the County of Elgin

Whereas The Corporation of the County of Elgin, herein called the Corporation, hereby applies for special legislation in respect of the matter hereinafter set forth; and whereas it is expedient to grant the application;

Preamble

Therefore, Her Majesty, by and with the advice and consent of the Legislative Assembly of the Province of Ontario, enacts as follows:

1.—(1) The Elgin County Library Board is dissolved on the 1st day of January, 1986, and all the assets and liabilities thereof are hereby declared to vest on that date in the Corporation.

Library Board dissolved

(2) The council of the Corporation shall, for the purposes of the *Public Libraries Act, 1984*, be deemed to be a board of a county library as of the 1st day of January, 1986.

County council deemed board 1984, c. 57

(3) On and after the 1st day of January, 1986, the operating costs of The County of Elgin Library shall be apportioned among the municipalities forming part of the county for municipal purposes.

Apportionment of costs

2. This Act comes into force on the day it receives Royal Assent.

Commencement

3. The short title of this Act is the *County of Elgin Act, 1985*.

Short title

PRESENTATION TO THE STANDING COMMITTEE ON REGULATIONS AND PRIVATE BILLS -
THURSDAY, NOVEMBER 21ST, 1985

Gentlemen:

We are here representing the County of Elgin to furnish information and answer any questions concerning our proposed Private Members Bill. I would like to introduce Warden Ray Lavereau and I am George Leverton, Clerk-Treasurer.

As you gentlemen are no doubt aware, the County Library System is administered by a Library Board established under Part IV of the Public Libraries Act. It provides for a total of 7 members composed of the Warden and 6 members appointed by County Council, 3 of which shall be members of County Council, and 3 who are residents of the County and are not members of the Council.

Elgin County operates 11 branch libraries with the Administration Headquarters located in St. Thomas in the basement of leased quarters in the City Library Building. If I may be permitted, I would like to briefly outline the reasons why the County has requested the private bill to alter the present provisions of the Public Libraries Act.

1. ACCOUNTABILITY

Although the present system has members of Council on the Board, and in the majority (4 out of the 7) the balance of the persons appointed are not accountable to the public at large for their decisions, be it financial or policy. Recommendations brought from the Library Board require the 4 members to convince the other 21 members of Council that the particular item is desirable. It is proposed that the Committee, if allowed, would be composed of 5 members of Council plus the Warden Ex-Officio. Any report or action to Council will have 6 representatives to speak in support of it. All other functions of the County, Roads, Homes for the Aged, Social Services, Personnel, Property etc. are under the Committee Structure System. Therefore, it is logical that this function also should be under County Council, and not a separate Board.

2. FINANCIAL

The cost of operating the Library system has increased considerably in recent years. To illustrate the rate of increase, the operating budget for 1970 was \$113,834, of which the County contributed \$69,052. The current 1985 operating budget plus an additional amount for capital is \$811,550, of which the County contribution is \$751,320. You can readily see that the County contribution is in excess of 10 times what they were contributing in 1970, indicating the increased costs which are associated with the library system. Part of the problem, of course, is that the contribution by the Province is less percentage-wise than it was in 1970. Within the last five years the County has contributed financially towards either the renovation or construction of four local libraries. It is anticipated more will follow in the coming years to upgrade or construct new quarters. The circulation in these new facilities has increased drastically, indicating the apparent need for the improved buildings. By changing to a Committee of Council capital programs for these expenditures can be monitored and considered along with all other upcoming projects in the various functions of the County.

STAFF AND QUARTERS

As indicated previously, the Administration is presently housed in the City Library Building, and the employees equate their benefits and wages with those of the city staff. At the present time we are renovating a newly-acquired building (former Nurses' Residence at the St. Thomas Psychiatric Hospital) as a County Administration Building. It is our plan to move all County departments, including the library into this building in December of this year.

Although the Board has been a separate entity, attempts have been made to keep wages and benefits comparable to the balance of the County staff. In July of this year, the six full time staff applied for and obtained certification to be represented by C.U.P.E. Negotiations are presently under way towards the first collective agreement. By moving into a new building with other County staff and under a Committee structure, it will allow continuity in wage negotiations. Presently there are three other union agreements and an association one being negotiated by the County Personnel Committee. A separate board, such as presently in place, is not fully aware of the provisions and working conditions in the other departments. The Personnel Committee is in possession of this information.

SUMMARY

1. Accountability - A Committee-structured system will result in what we feel will be a governing body which is more accountable to both Council and the electorate.
2. Financial - For the increasing cost, both operating and capital, it is felt that projections for future years may be better monitored and planned through a Committee composed entirely of elected members of County Council, based on priority and need of the entire County operation.
3. Staff and Quarters - With the Library staff in a building with strictly other County employees and subject to working conditions etc. negotiated by the same Committee, dealing with all other staff groups, the end result will serve the County's needs better.

We would welcome any questions you may have, and we respectfully ask that our private bill to alter the current Library Administration be given favourable consideration.

Respectfully submitted,

THE MUNICIPAL CORPORATION OF THE COUNTY OF ELGINBY-LAW NUMBER 1898

A By-Law of the Municipal Corporation of the County of Elgin to establish a County Library Service within the County of Elgin.

WHEREAS Section 86 (1) of the Public Libraries Act, R.S.O. 1960, Chapter 325 provides that where at least seventy-five per cent of the municipalities forming part of a County for municipal purposes request the County to establish a County Library Service, the Council of the County may by By-Law establish a County Library Service for all such Municipalities.

AND WHEREAS requests have been received for the establishment of such service from the following municipalities, namely:- Belmont, Rodney, Aldborough, Port Stanley, Dunwich, Vienna, Yarmouth, Dutton, Port Burwell, Malahide, Aylmer, West Lorne, Southwold, Bayham, South Dorchester, and Springfield.

AND WHEREAS the said municipalities constitute more than seventy-five per cent of the municipalities in the County of Elgin;

NOW THEREFORE the Council of the Corporation of the County of Elgin enacts as follows:

(1) THAT a County Library Service be, and is hereby established for the above mentioned municipalities.

(2) THAT an annual rate shall be levied each year upon the equalized assessment of each of the said municipalities sufficient to provide such service.

(3) THAT in the event that any municipality or municipalities within the County, other than those above named, may request to be admitted to such County Library Service, upon a proper request directed to the County, this By-Law may be amended to include such municipality or municipalities.

(4) THAT no property of any kind, including land, buildings, books or equipment, which may be owned by any of the municipalities for which the County Library Service is established or by any Public Library Board within such municipality, shall become the property of the Elgin County Library Board, but shall be, or remain the property of such municipality.

(5) THAT the Council of the County of Elgin hereafter appoint members to constitute the Elgin County Library Board as provided by Section 87 of the Public Libraries Act.

(6) THAT this By-Law shall come into force on the first day of January in the year following its approval by the Minister of Education.

READ a first time this 21st day of September, 1965.

READ a second time this 21st day of September, 1965.

READ a third time, and finally passed this 21st day of September, 1965.


Clerk


Warden



ONTARIO

DEPARTMENT OF EDUCATION

44 EGLINTON AVE. W.
TORONTO 12, ONTARIOTORONTO,
September 29,
1965.

Dear Mr. Johnson,

This will acknowledge your letter of September 23rd, with the copies of By-Law no. 1898, to establish a county library within the County of Elgin.

THE MINISTER OF EDUCATION

On behalf of the Minister of Education, under Section 86 (3) of the Public Libraries Act, this by-law is approved.

Yours very truly,

A handwritten signature in cursive script that reads "W. R. Stewart".

W. R. Stewart,
Assistant Deputy Minister,
Provincial Schools and Further
Education.

Mr. H.L. Johnson,
Clerk-Treasurer,
County of Elgin,
Court House,
ST. THOMAS, Ontario.



February 11, 2025

Mayor Giguère and Township of Malahide Council

Via email: aadams@malahide.ca, ndias@malahide.ca

Re: Relocation of the Aylmer Library Branch to the East Elgin Community Complex

Mayor Giguère and Township of Malahide Council,

At their Regular Meeting held on February 5, 2025, Town of Aylmer Council passed the following resolution:

Resolution No. 36-25

Moved by Deputy Mayor Barbour and seconded by Councillor Oslach:

Whereas the Town of Aylmer desires for full consideration of all viable locations for the Aylmer library with consideration for public engagement and input on options before the Town of Aylmer, the Township of Malahide, and Elgin County;

That Report CAO 09-25 entitled Elgin County Council Correspondence – Relocation of the Aylmer Library be received for information; and,

That Aylmer Council express their appreciation to Elgin County Council for reviewing and advancing the issue of a new location for the library; and,

That Aylmer Council recommend to Elgin County Council that they establish a Committee to undertake public engagement from residents of Malahide and Aylmer on the library, their proposal to move the library to the East Elgin Community Complex and other possible options for the library's location; and,

That this recommendation be provided to Elgin County Council and the Township of Malahide for consideration.

The motion is Carried.

A copy of the report titled "Elgin County Council Correspondence – Relocation of the Aylmer Library" from the Chief Administrative Officer is attached as information.



The Corporation of the Town of Aylmer
46 Talbot Street West, Aylmer, Ontario N5H 1J7
Office: 519-773-3164 Fax: 519-765-1446
www.aylmer.ca

Thank you for your consideration,

Owen Jaggard

Director of Legislative Services/Clerk | Town of Aylmer

46 Talbot Street West, Aylmer, ON N5H 1J7

519-773-3164 Ext. 4913 | Fax 519-765-1446

ojaggard@town.aylmer.on.ca | www.aylmer.ca

CC:

Allison Adams, Manager of Legislative Services/Clerk

Nathan Dias, Chief Administrative Officer

Attached: Report CAO 09-25 Elgin County Council Correspondence – Relocation of the Aylmer Library



Alternative formats and communication support available upon request. Please contact clerks@town.aylmer.on.ca or 519-773-3164 for assistance.

Date	January 30, 2024
To	Council – February 5, 2025
From	Andy Grozelle, Chief Administrative Officer
Report No.	CAO 09-25
Report Title	Elgin County Council Correspondence – Relocation of the Aylmer Library

Recommendation

That Report CAO 09-25 entitled Elgin County Council correspondence – Relocation of the Aylmer Library be received for information;

And, That Aylmer Council express their appreciation to Elgin County Council for reviewing and advancing the issue of a new location for the library;

And That Aylmer Council recommend to Elgin County Council that they establish a Committee to undertake public engagement from residents of Malahide and Aylmer on the library and their proposal to move the library to the East Elgin Community Complex;

And That this recommendation be provided to Elgin County Council and the Township of Malahide for consideration.

Executive Summary

The Town is highly appreciative of Elgin County Council for advancing the issue an improved library services for the communities of Malahide and Aylmer. Public engagement and input are essential to any change of this nature. The Town is also aware that a private business location would like to be considered as well for a new

library location and in fairness to all it is important to consider this to avoid favouritism of existing publicly owned infrastructure. Staff believe it is an appropriate request that Elgin County Council establish a Committee to work through the public input phase and consider any other proposals for library relocation that may be submitted prior to making recommendations to Elgin County Council upon next steps.

Background

The Town is again appreciative of Elgin County Council of advancing this matter. This issue has a long history, and it is not the intention of staff to rehash what has been relayed to Council in previous reports. This issue most recently came forward on September 18, 2024, when Aylmer Council heard a report from the Dalene van Zyl, local branch supervisor outlining Elgin County's concerns and complaints with the Old Town Hall library location. Direction was provided to staff to investigate and report back to Council. The subsequent staff report included a request to the County serving as the Library Board to establish a Committee to bring stakeholders together and work upon a strategy to advance this matter.

The attached correspondence from the County Council suggesting the advancement of the EECC as a library location is the outcome of this effort.

Analysis

Establishing a committee will provide a forum for stakeholders to gather and provide independent advice, based on public input and engagement, on the Aylmer library to Elgin County Council and its partner municipalities. Given the extensive history of the library in Aylmer, staff maintain public input and engagement in the form of a dedicated committee is required. The Town of Aylmer does not provide library services, and the relationship is simply that of a landlord/tenant. Despite this, the Town does have a vested interest in the advancement of culture, education and access to services within our community.

Stakeholders in this issue go beyond the Town. Given the high utilization of library services by residents in Malahide Township, they also have a large role to play. Town staff believe this makes it critical for Malahide residents to have input and engagement upon this issue, and that such efforts are not directly managed by the Town of Aylmer. Leadership from the County in their role as the Library Board is important to assessing input and making recommendations to Elgin County and the member municipalities.

The Town of Aylmer did not intend any offence by referencing governance as a potential issue with local library services. It is a fact that in the 1980's the local library board was dissolved and that same legislation established Elgin County Council as the Library Board. This conferred all the obligations and responsibilities of a library board directly on Elgin County Council. Such legislative changes occurred throughout the 1980's to early 2000's and were commonly associated with council's serving as boards

of health. In most instances municipalities would establish separate terms of reference and conduct separate meetings. This highlights the ability for a board to make decisions that may later be reviewed and not supported by the municipality.

Although not applicable to Elgin County, the province has established a preference for library boards with a large degree of independence. This is evident in the *Public Libraries Act R.S.O. 1990, Chapter P.44* which limits the amount of council members appointed to library boards to less than a majority. In the context of Aylmer's request to Elgin County Council, the establishment of a committee is not a large request, but represents a small step to allow for some review and analysis to occur independently prior to recommendations coming forward to County Council. The Town does not believe the issue of a new library location necessarily requires such a review and apologize if that was the sentiment that County Council was left with from the Town's request.

It is important to highlight that the Town of Aylmer has no capital funds assigned to any library redevelopment. 2024 and 2025 also represent record years of capital investment in growth and replacement of existing infrastructure by the Town. As a result, our reserves are depleted and we have limited capacity to entertain new projects.

As the County's largest urban settlement area, it is important that Elgin County invest in the Town of Aylmer to support broader regional growth and development. Common-sense economic development logic establishes that investing in urban communities serves as a catalyst to support growth with broad benefits to an entire region. Supporting urban communities helps everyone through increasing the available assessment base at both tiers and improves regional service provision.

Aylmer is unique in the low amount of funds transferred back to the community because of the limited County infrastructure in the Town. It is important for the Town to continue to apply consistent pressure on County Council to step outside of policies that are focused on providing support to rural roads, culverts, and bridges. County Council is ultimately the body charged with addressing unique circumstances where policies fall short, and exemptions are merited. It is important for Aylmer Council to continue to advocate for the County to come forward with some form of a new deal for our community and/or investments beyond what has historically been considered. Aylmer is a thriving urban community, however we do still require support and investment that are similar in value to those provided to the surrounding rural areas. Aylmer should not become a have not community because we are placed in a position where we have to either go it alone or not proceed with projects.

Conclusion

Town staff are highly appreciative of Elgin County Council advancing this issue. Staff believe it is important to undertake engagement and diligence on potential locations for any library move. We are recommending that Elgin County Council establish a committee to begin this process.

Attachments

Attachment A – Letter -Re: Relocation of the Aylmer Library Branch to the East Elgin Community Complex

Respectfully submitted,

Andy Grozelle
Chief Administrative Officer

AMO launches public awareness campaign in advance of potential provincial election

January 19, 2025 (Toronto) - As elected officials from across Ontario gather at the 2025 Rural Ontario Municipal Association conference, the Association of Municipalities of Ontario (AMO) has launched a public campaign in advance of a potential provincial election calling for clear commitments from all provincial parties to enhance quality of life in our communities.

AMO's campaign, **Vote like your quality of life depends on it**, seeks to ensure that voters know what kind of provincial support their municipalities need to deliver the quality of life they expect. It also seeks to ensure that provincial parties know what commitments are needed to appeal to people who live, work and invest in Ontario's communities.

The non-partisan campaign focuses on three areas where provincial partnership can improve quality of life and community well-being:

- curbing reliance on municipal property taxes to fund provincial responsibilities;
- investing in local infrastructure to build housing; and,
- tackling homelessness.

AMO is using advertisements across various print and digital channels, such as newspapers, online media, and social media, to amplify the urgency of these issues to all provincial leaders, and the public.

"Municipalities are the foundation of Ontario's economic prosperity and quality of life," said AMO President Robin Jones. "But the funding arrangements that municipal governments rely on to deliver services and infrastructure are broken. Ontarians should demand that all provincial parties commit to the necessary actions to keep our communities safe, affordable, and prosperous."

With strong provincial-municipal partnerships, Ontario can build opportunity and deliver the quality of life its residents deserve. Take action for your community and urge your provincial representatives and candidates to take action. Then, vote like your quality of life depends on it. Learn more at VoteONqualityoflife.ca.

About AMO

The Association of Municipalities of Ontario aims to make municipal governments stronger and more effective through advocacy, training and events, and business services. Through AMO, Ontario's 444 municipalities work together to achieve shared goals and meet common challenges.

-30-

For more information: Brian Lambie, AMO Media Contact, 416-729-5425, lambie@redbrick.ca, Visit [AMO's website](https://www.amo.on.ca)



TOWNSHIP OF MALAHIDE

DRAINAGE BY-LAW NO. 22-39

Drainage Act, R. S.O. 1990, c. D17
Reg. 300/81, s.1, Form 6

Being a By-law to provide for a drainage works
on the Tate Drain – Branch ‘E’
in the Township of Malahide,
in the County of Elgin

WHEREAS the requisite number of owners have petitioned the Council of the Township of Malahide in the County of Elgin in accordance with the provisions of the Drainage Act, requesting that the following lands and roads may be drained by a drainage works.

Lots 24 to 26
Concession 2
In the geographic Township of Malahide

AND WHEREAS the Council for the Township of Malahide has procured a report made by Spriet Associates and the report is attached hereto and forms part of this by-law.

AND WHEREAS the estimated total cost of constructing the drainage works is \$43,000.00.

AND WHEREAS \$43,000.00 is the amount to be contributed by the municipality for construction of the drainage works.

AND WHEREAS \$43,000.00 is being assessed in the Township of Malahide in the County of Elgin.

AND WHEREAS the council is of the opinion that the drainage of the area is desirable.


NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MALAHIDE UNDER THE DRAINAGE ACT ENACTS AS FOLLOWS:


1. The report dated April 23, 2021, and attached hereto is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized, and shall be completed in accordance therewith.
2. (a) The Corporation of the Township of Malahide may borrow on the credit of the Corporation the amount of \$43,000.00 being the amount necessary for construction of the drainage works.

- (b) The Corporation may issue debentures for the amount borrowed less the total amount of,
 - i. Grants received under section 85 of the Act;
 - ii. Commuted payments made in respect of lands and roads assessed within the municipality;
 - iii. Moneys paid under subsection 61(3) of the Act; and
 - iv. Moneys assessed in and payable by another municipality,
- (c) And such debentures shall be made payable within five years from the date of the debenture and shall bear interest at a rate not higher than the rate charged by The Ontario Municipal Improvement Corporation on the date of sale of such debentures.

- 3. A special equal amount rate sufficient to redeem the principal and interest on the debentures shall be levied upon the lands and roads as set forth in the Schedule to be collected in the same manner and at the same time as other taxes are collected in each year for five years after the passing of this by-law.
- 4. All assessments of \$500.00 or less are payable in the first year in which the assessment is imposed.
- 5. This By-law comes into force on the passing thereof and may be cited as the "Tate Drain – Branch 'E'".

READ A FIRST AND SECOND TIME THIS 19th day of May, 2022.

 _____
 Mayor

 _____
 Clerk

READ A THIRD TIME AND FINALLY PASSED THIS 20th day of February, 2025.

 Mayor

 Clerk



FROM THE **COUNCIL CHAMBERS**

JANUARY 28, 2025
COUNCIL MEETING





Elgin Clean Water Program: A Decade of Progress and Impact

The Elgin Clean Water Association presented its 2024 Annual Report for the Elgin Clean Water Program, which offers technical expertise and financial incentives for landowners to implement environmental projects like livestock management and wetland protection.

Since its inception in 2012, 340 projects have been completed in Elgin County, totaling over \$3,925,000 in costs, with the program contributing \$933,645 in grants.



STEGH CEO Highlights Urgent Need for a New Hospital to Meet Growing Demands

Karen Davies, the President and Chief Executive Officer (CEO) of St. Thomas Elgin General Hospital (STEGH), delivered an update to County Councillors regarding the hospital's current state.

She emphasized the urgent need for a new hospital to tackle various issues, including aging infrastructure, community growth, increasing care complexities, limited space for expansion at the current location, insufficient patient accommodations, and parking shortages. This update aimed to keep the County informed and aware of the hospital's needs and challenges.



3

King Bridge in Malahide Township to be Replaced in 2025

King Bridge, located on Ron McNeil Line west of Imperial Road, is a 14 m-long concrete bridge that is nearing the end of its useful life and requires replacement.

County Council directed Elgin's Engineering Department to award the contract to *Gary D. Robinson Contracting* for the completion of the King Bridge Replacement Project, at a total price of \$1,578,446.



4

Relocation of the Aylmer Library Branch to the East Elgin Community Complex

The Aylmer Library continues to be a vital community hub, accounting for 36% of Elgin County Library's total circulation and serving 32% of the population (2024 statistics).

Program attendance is strong, but space limitations are impacting its growth.

To address this, a potential relocation to the East Elgin Community Complex is being explored with the Town of Aylmer. This move would help meet the library's expanding space needs, enhance programming, and leverage additional community and Municipal partnerships and investments.



The full January 28th Council Meeting Agenda can be found here:



Next Council Meeting:



FEBRUARY 11, 2025



9:00 AM

Stay Connected With Us:



elgincounty.ca



[@ElginCounty](https://www.facebook.com/ElginCounty)



[@ElginCountyTourism](https://www.instagram.com/ElginCountyTourism)



[@ElginCounty](https://www.youtube.com/ElginCounty)



FROM THE **COUNCIL CHAMBERS**

FEBRUARY 11, 2025

COUNCIL MEETING





1

Advocating for Rural Healthcare: WECHC & Elgin County Unite

The Board Chair and Vice Chair of the West Elgin Community Health Centre (WECHC) presented an overview of the Health Centre's programs and service areas to County Council, emphasizing the challenges faced by rural communities.

In response to these challenges, WECHC is actively advocating for enhanced support and funding for rural healthcare. Consequently, Elgin County Council plans to seek a delegation with the Ministry of Health during the Association of Municipalities of Ontario (AMO) Conference this August, aiming to promote greater access to healthcare in rural areas.



2

Evelyn's Sausage Kitchen Expands with Support from Elgincentives Grant

Elgin County Council has given the green light to Evelyn's Sausage Kitchen's application for the Tax Increment Equivalent Grant (TIEG) under the County's Elgincentives program.

Evelyn's Sausage Kitchen is planning to move to a newly built 2,400 sq. ft. commercial space just east of their current site in the village of Shedden.

The Elgincentives initiative was created to help support business growth. With this grant approval, Evelyn's will have the opportunity to defer a portion of their property tax increase over the next five years as part of their major redevelopment plans.



3

Driving Elgin Forward: Shaping Our Transportation Future

The County of Elgin is in the process of creating its first comprehensive *Transportation Master Plan* (TMP). The TMP aims to identify challenges and strategies for developing a multi-modal transportation network.

Elgin County Council received the updated TMP Phase 1 Report, which incorporates major changes like the PowerCo. battery plant, updated census data, and new growth forecasts.

This report is available for public review on our [Engage Elgin website](#), while Phases 2 and 3 are in progress, with the final TMP expected by July 2025.



Next Council Meeting:



FEBRUARY 25, 2025



9:00 AM



Stay Connected With Us:



elgincounty.ca



[@ElginCounty](https://www.facebook.com/ElginCounty)



[@ElginCountyTourism](https://www.instagram.com/ElginCountyTourism)



[@ElginCounty](https://www.youtube.com/ElginCounty)



Full Authority Minutes

January 15, 2025

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, January 15, 2025 at 10:00 a.m. The meeting was streamed live to Facebook.

Grant Jones called the meeting to order at 10:12 a.m. As the outgoing Chair, Jones thanked members for their support over the past two years. VanHooren recognized both Jones and Baldwin-Sands for their leadership as well as their support of staff and conservation authorities in general.

Audio/Video Record Notice

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

Members Present:

Lori Baldwin-Sands	St. Thomas	In Person
Jim Herbert	St. Thomas	In Person
Grant Jones	Southwold	In Person
Sharron McMillan	Thames Centre	In Person
Todd Noble	Central Elgin	In Person
Jerry Pribil	London	In Person
JJ Strybosch	London	In Person
Sam Trosow	London	In Person
John Wilson	Malahide	In Person

Members Absent with Regret:

Frank Berze	Middlesex Centre
-------------	------------------

Staff Present

Maisa Fumagalli	Planning and Regulations Supervisor	Virtual
Jessica Kirschner	Corporate Services Coordinator	Virtual
Brandon Lawler	Forests and Lands Technician	Virtual
Jeff Lawrence	Forestry and Lands Supervisor	Virtual
Betsy McClure	Manager Communication/Stewardship/Outreach	In Person
Elizabeth VanHooren	General Manager/Secretary Treasurer	In Person

Guests:

Dan Dale	Acting Chair (Election of Officers)	In Person
Kevin Jackson	Scrutineer	In Person

2025 Elections

VanHooren declared the position of Chair and Vice Chair vacant.

VanHooren asked for a motion that Dan Dale conduct the election of officers for 2025.

FA1/2025

Moved by: Lori Baldwin-Sands

Seconded: Jim Herbert

That Dan Dale be appointed as Acting Chair for the purposes of conducting the election for Chair and Vice Chair.

Carried

Dale then assumed the Chair. Dale noted that the appointment of one or more scrutineers was required for the purpose of counting ballots should an election be required.

FA2/2025

Moved by: Todd Noble

Seconded: Sharron McMillan

That Kevin Jackson act as scrutineer and that the ballots be destroyed after the election.

Carried

a) Election of Chair

Dale read the election procedures and proceeded to ask for nominations for the position of Chair.

FA3/2025

Moved by: Jim Herbert

That Todd Noble be nominated for the position of Chair of Kettle Creek Conservation Authority for the Year 2025.

Dale called for nominations for the position of Chair for a second time.

FA4/2025

Moved by: Grant Jones

That Sharron McMillan be nominated for the position of Chair of Kettle Creek Conservation Authority for the Year 2025.

Dan called a third and final time for nominations for Chair. There were no further nominations for Chair.

FA5/2025

Moved by: Lori Baldwin-Sands

Seconded: Sharron McMillan

That nominations for the position of Chair of Kettle Creek Conservation Authority for the Year 2025 be closed.

Carried

Todd Noble indicated his desire to let his name stand for the position of Chair.
Sharron McMillan respectfully declined to allow her name to stand for the position of Chair.

Todd Noble was then declared Chair of the Kettle Creek Conservation Authority for 2025 by acclamation.

b) Election of Vice Chair

Dale called for nominations for the position of Vice Chair.

FA6/2025

Moved by: Todd Noble

That Sharron McMillan be nominated for the position of Vice Chair of Kettle Creek Conservation Authority for the Year 2025.

Dale called for nominations for the position of Vice Chair for a second and a third and final time for nominations for the position of Vice Chair.

There were no further nominations for the position of Vice Chair.

Sharron McMillan indicated her desire to let her name stand for the position of Vice Chair.

Sharron McMillan was declared Vice Chair of the Kettle Creek Conservation Authority for 2025 by acclamation.

Dale turned the Chair over to Todd Noble.

Introductions & Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

Hearing Board

There was no Hearing required.

Year 2025 Administrative Approvals

- a) Committee Appointments
 - i.) Executive Committee

VanHooren noted that the Executive Committee consisted of five positions, the Chair, Vice Chair and Past Chair plus two to be elected. The 2024 Committee consisted of Grant Jones, Lori-Baldwin-Sands, Todd Noble, Frank Berze and John Wilson. VanHooren noted that Frank Berze had communicated that he intended to let his name stand as a member of the Executive Committee. John Wilson also indicated that he would allow his name to stand on the Executive Committee.

FA7/2025**Moved by:** Lori Baldwin-Sands**Seconded:** Grant Jones

That the 2025 Executive Committee consist of Todd Noble (Chair), Sharron McMillan (Vice Chair), Grant Jones (Past Chair), Frank Berze and John Wilson.

Carried

- i.) Conservation Ontario
- ii.) Lake Erie Source Protection Committee
- iii.) Western Fair Association

FA8/2025**Moved by:** John Wilson**Seconded:** JJ Strybosch

That the Chair be appointed as the voting delegate to Conservation Ontario, the General Manager/Secretary Treasurer be appointed the alternate voting delegate and that Sharron McMillan be appointed as the second alternate for 2025; and further

That the Chair and the General Manager/Secretary Treasurer be KCCA's representatives on the Lake Erie Source Protection Committee; and finally

That Lori Baldwin-Sands be named as Kettle Creek Conservation Authority's representative on the Western Fair Association.

Carried

- b) 2025 Signing Officers

FA9/2025**Moved by:** Jim Herbert**Seconded:** JJ Strybosch

That the signing officers for the Kettle Creek Conservation Authority for 2025 be one of the Chair or Vice Chair and one of the General Manager/Secretary Treasurer or Manager of Communications, Stewardship and Outreach.

Carried

- c) Borrowing Maximum

FA10/2025**Moved by:** Sharron McMillan**Seconded:** Grant Jones

That the borrowing maximum for the Kettle Creek Conservation Authority for all expenditures in 2025 be \$200,000.00 and further, that signing officers be authorized to execute the necessary documents in this regard.

Carried

- d) Appointment of Auditor

FA11/2025

Moved by: JJ Strybosch

Seconded: Jerry Pribil

That the firm of Graham Scott Enns be appointed auditors for the Kettle Creek Conservation Authority for 2025.

Carried

- e) Appointment of Solicitor

FA12/2025

Moved by: Sam Trosow

Seconded: Jerry Pribil

That Grant Inglis be appointed solicitor for the Kettle Creek Conservation Authority for 2025.

Carried

- f) 2025 Meeting Dates

The 2025 Meeting dates were previously approved and are available on the website.

Delegations

Minutes of Meeting

VanHooren noted a requested amendment to the minutes. The following statement was added to the December 18, 2024 minutes:

“JJ Strybosch joined the meeting at 11:00 a.m. during the Closed Session. Due to an error in the OnBoard platform, the Full Authority meeting time was incorrectly displayed as 11:00 a.m., resulting in the member’s delayed arrival. The error is regretted, and steps are being taken to prevent similar issues in the future.”

FA13/2025

Moved by: Lori Baldwin-Sands

Seconded: Grant Jones

That the minutes of the December 18, 2024 Full Authority meeting be approved as amended.

Carried

Matters Arising

- a) January Media Report
b) January Watershed Conditions Report

Members noted their pleasure in seeing the public's positive response to the donation of the Stanley Lyle Grove. Baldwin-Sands asked that staff report back on any partnerships that are helping to facilitate the stewardship efforts on the property.

FA14/2025

Moved by: John Wilson

Seconded: JJ Strybosch

That the Staff Reports under Matters Arising (a) through (b) be received.

Carried

Correspondence

- a) From Jennifer Keyes Director, Development and Hazard Policy Branch MNR Re: Regulation Regarding Minister's Permit and Review Powers under the CA Act

Vanhooren provided an overview of Ontario Regulation 474/24 "Minister's Permit and Review Powers under the Conservation Authorities Act" that came into effect on January 1, 2025. Members expressed ongoing concerns surrounding the implementation of the regulation. VanHooren agreed to submit questions to Conservation Ontario and report back on any advocacy undertaken by Conservation Ontario.

FA15/2025

Moved by: Sam Trosow

Seconded: Sharon McMillan

That the correspondence be received.

Carried

Statement of Revenue and Expenses

No Statements were presented.

New Business

- a) 2025 Municipal Apportionment Vote

A preamble to the apportionment vote was read by VanHooren as follows:

To provide conformity with legislation and regulations governing approval of Conservation Authority municipal apportionment:

1. The proposed Year 2025 Municipal Apportionment was circulated to member municipalities and posted to KCCA's website on November 21, 2024, in order to provide a minimum 30-day notice to apportionment approval on January 15, 2025. There is a 7.5% averaged levy increase over 2024 levels or an overall increase of \$88,005.00
2. A recorded vote will be taken, with each member responding either "For" or "Against" the motion. The motion carries or is lost, according to the total of weighted votes assigned to each board member. This weighted vote is based upon the Modified Current Value Assessment apportioned to that portion of each municipality within the jurisdiction of the KCCA watershed.

2. The 2025 Municipal Apportionment approved by the Board will be circulated to participating municipalities on January 16, 2025, who if not satisfied, may appeal to the Ontario Lands Tribunal within 30 days of receiving the notice. Thereafter, no appeals are allowed and the Year 2025 apportionment will be final.

FA16/2025

Moved by: Sam Trosow

Seconded: Grant Jones

That the 2025 Municipal Apportionment be approved; and

That the participating municipalities be assessed for payment of \$1,269,194 which is comprised of Category 1 operating expenses of \$1,046,318.37; Category 3 operating expenses of \$149,998.50 and a special levy of \$72,877.13; and

That each participating municipality's share of the 2025 Total municipal apportionment be calculated using "Modified Current Value Assessment."

Carried

By Regulation, a recorded Vote was taken. If not all of a municipality's member(s) are present, the member(s) in attendance represent(s) only their proportion of the municipal weighting in the voting.

The motion carried with 98.16% of the weighted vote and 100% of the weighted vote present.

FA16/2025 Recorded Vote Registry

Member Municipality	Present	Levy %	Weight %	In Favour	Opposed	Absent
City of London		54.99	50.00			
Sam Trosow			16.67	•		
Jerry Pribil			16.67	•		
JJ Strybosch			16.66	•		
City of St. Thomas		27.31	30.32			
Lori Baldwin-Sands			15.16	•		
Jim Herbert			15.16	•		
Central Elgin		7.69				
Todd Noble			8.55	•		
Southwold		6.38				
Grant Jones			7.08	•		
Thames Centre		1.32				
Sharron McMillan			1.49	•		
Middlesex Centre		1.66				
Frank Berze			1.84			•
Malahide		0.65				
John Wilson			0.72	•		
Total		100.00	98.16			

b) Administrative By-Law Amendment

FA17/2025

Moved by: Lori Baldwin-Sands

Seconded: JJ Strybosch

That the amendments to the Administrative By-Law be approved.

Carried

c) 2024 Health and Safety Committee Report

FA18/2025

Moved by: Lori Baldwin-Sands

Seconded: Jim Herbert

That the 2024 Health and Safety Committee Report be received.

Carried

d) 2024 Section 28 Permit Timelines and Compliance Annual Report

FA19/2025

Moved by: Sharron McMillan

Seconded: Jim Herbert

That the 2024 Section 28 Permit Timelines and Compliance Annual Report be received.

Carried

Closed Session

The Closed Session meeting began at 11:13 a.m.

FA20/2025

Moved by: Sharron McMillan

Seconded: Jim Herbert

That the Full Authority move to Closed Session to discuss legal, Personnel or Property matters.

Carried

FA21/2025

Moved by: Lori Baldwin-Sands

Seconded: Jim Herbert

That the Full Authority revert to open session and report.

Carried

The Open Session resumed at 11:30 a.m.

a) Minutes

FA22/2025

Moved by: Grant Jones

Seconded: Sam Trosow

That the minutes of the Closed Session meeting of the December 18, 2024 Full Authority Meeting be approved.

Carried

b) Property Matter – Possible Land Acquisition

No report.

Upcoming Meetings

KCCA Full Authority Meeting (Audit/Municipal Apportionment)
Annual General Meeting (Budget)

February 5, 2025
February 26, 2025

Noble and McMillan thanked members for their vote of confidence.

FA23/2025

Moved by: Lori Baldwin-Sands

Seconded: Jim Herbert

That the meeting adjourn.

Carried

The meeting adjourned at 11:31 a.m.



Elizabeth VanHooren
General Manager/Secretary Treasurer



Todd Noble
Chair



LONG POINT REGION CONSERVATION AUTHORITY
Board of Directors Meeting Minutes of January 8, 2025

Members in attendance:

Dave Beres, Chair	Town of Tillsonburg
Doug Brunton, Vice-Chair	Norfolk County
Shelley Ann Bentley	Haldimand County
Robert Chambers	County of Brant
Michael Columbus	Norfolk County
Tom Masschaele	Norfolk County
Jim Palmer	Township of Norwich
Chris Van Paassen	Norfolk County
Rainey Weisler	Municipality of Bayham/Township of Malahide
Peter Ypma	Township of South-West Oxford

Regrets: None

Staff in attendance:

Judy Maxwell, General Manager
 Aaron LeDuc, Manager of Corporate Services
 Saifur Rahman, Manager of Engineering and Infrastructure
 Jessica King, Social Media and Marketing Associate
 Isabel Johnson, Resource Planner
 Nicole Sullivan, HR Coordinator/Executive Assistant

1. Welcome and Call to Order

The Chair called the meeting to order at 6:30 p.m., Wednesday, January 8, 2025.

2. Additional Agenda Items

There were no additional agenda items.

3. Approval of the Agenda

A-1/25

Moved by P. Ypma
 Seconded by R. Weisler

THAT the LPRCA Board of Directors approves the agenda as circulated.

Carried

4. Declaration of Conflicts of Interest

None were declared.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
 Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

5. Elections

The Chair and Vice-Chair vacated their seats and Ms. Kimberley Earls, Executive Director for South Central Ontario Region Economic Development Corporation assumed the Chair position. The positions for Chair and Vice-Chair were declared vacant.

A-2/25

Moved by D. Beres

Seconded by S. Bentley

THAT the LPRCA Board of Directors appoints Dana McLachlan as scrutineer for the purpose of electing officers.

Carried

a) Election of Chair

1) Call for Nominations

Mike Columbus nominated Dave Beres who accepted the nomination.

Peter Ypma nominated Robert Chambers who declined the nomination.

Chair Earls made one further call for nominations. There were no further nominations.

2) Motion to Close Nominations for Chair

A-3/25

Moved by C. Van Paassen

Seconded by R. Weisler

THAT the nominations for the Chair be closed.

Carried

3) Distribution and collection of ballots by Scrutineer

Ballots were not required.

4) Announce Election Results

Dave Beres was declared the Long Point Region Conservation Authority Chair for 2025.

5) Motion to Destroy Ballots

Ballots were not required.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

b) Election of Vice-Chair1) Call for Nominations

Chris Van Paassen nominated Doug Brunton who accepted the nomination.

Peter Ypma nominated Mike Columbus who declined the nomination.

Robert Chambers nominated Rainey Weisler who accepted the nomination.

Chair Earls made one further call for nominations. There were no further nominations.

2) Motion to Close Nominations for Vice-Chair**A-4/25**

Moved by J. Palmer

Seconded by T. Masschaele

THAT the nominations for the LPRCA Vice-Chair be closed.

Carried

Doug Brunton and Rainey Weisler addressed the Board to support their nominations.

3) Distribution and collection of ballots by Scrutineer

Ballots were distributed the first time and a tie was declared by Acting Chair Earls.

Ballots were distributed a second time and a tie was declared by Acting Chair Earls.

Ballots were distributed a third time and a majority vote was achieved.

4) Announce Election Results

Doug Brunton was declared the Long Point Region Conservation Authority Vice-Chair for 2025.

5) Motion to Destroy Ballots**A-5/25**

Moved by S. Bentley

Seconded by R. Weisler

THAT the ballots for the LPRCA Vice-Chair be destroyed.

Carried

The Chair and Vice-Chair thanked their nominators and the Board for their support and were looking forward to the year ahead.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

Ms. K. Earls and Ms. D. McLachlan were thanked for their service and left the meeting.

Dave Beres, Chair assumed the position and carried on the meeting.

6. Committee Appointments

The General Manager reviewed each of the committee membership requirements and members were asked to express interest in committee appointments. Doug Brunton and Michael Columbus were willing to participate as representatives to the Lee Brown Marsh Management Committee. The committee is represented by the LPRCA Chair and one other appointee. As with 2024, the Chair delegated Mike Columbus his designate on the Lee Brown Marsh Management Committee.

A-6/25

Moved by S. Bentley

Seconded by R. Weisler

THAT the LPRCA Board of Directors approves the following appointments for 2025:

Michael Columbus and the LPRCA Chair and Vice-Chair to the Land Acquisition Committee;

And

Doug Brunton and, LPRCA Chair designate, Michael Columbus to the Lee Brown Marsh Management Committee;

And

Peter Ypma, Tom Masschaele, Jim Palmer and the LPRCA Chair to the Backus Museum Committee;

And

Robert Chambers, Michael Columbus, Chris Van Paassen, the Chair, and Vice-chair to the Audit and Finance Committee.

Carried

Minutes of the Previous Meeting

a) Board of Directors Meeting of December 5, 2024

A-7/25

Moved by T. Masschaele

Seconded by S. Bentley

THAT the minutes of the LPRCA Board of Directors Meeting held December 5, 2024 be

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

adopted as circulated.

Carried

7. Business Arising

There was no business arising from the previous minutes.

8. Review of Committee Minutes

No committee minutes presented.

9. Correspondence

There was no correspondence to discuss.

10. Development Applications

a) Section 28 Regulations Approved Permits (I. Johnson)

A-8/25

Moved by P. Ypma

Seconded by C. Van Paassen

THAT the LPRCA Board of Directors receives the staff approved Section 28 Regulation Approved Permits report dated January 8, 2025 as information

Carried

11. New Business

a) Extension of Minister's Direction to Not Change Fees (J. Maxwell)

Judy Maxwell presented the report noting that as per the Minister's Direction, the Planning, Development and Permitting fees will remain frozen at the 2022 rates.

Peter Ypma asked staff how much difference does the frozen fee make in the budget. Aaron LeDuc responded that it would not overly affect the 2025 draft budget as the difference is the equivalent of one large subdivision fee.

Chris Van Paassen asked staff how many years of frozen fees has there been and what is the inflation impact. J. Maxwell replied letting the Board know it was frozen since 2022 and it was about a 15% difference with inflation over those years.

P. Ypma and C. Van Paassen both expressed concerns about this fee loss being put on the municipalities and if the LPRCA Board could send a letter to the Premier, the Ministry of the Environment, Ministry of Municipal Housing Affairs, the Ministry of Natural Resources, copy each member municipality and Conservation Ontario.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

Robert Chambers notes that the decision was made by the Minister to stimulate housing growth, however, in looking at the applications report none of them were for new housing. A distinction between fees for new housing and other permitted activities would be a compromised approach.

A-9/25

Moved by P. Ypma

Seconded by S. Bentley

THAT the LPRCA Board of Directors receives the staff report Extension of Minister's Direction to Not Change Fees as information.

AND

THAT LPRCA staff complete a letter to be sent on behalf of the Board of Directors about the Ministers Direction to Not Change the Fees for Planning, Development, and Permitting.

Carried

b) Fee Schedules (A. LeDuc)

Aaron LeDuc presented the 2025 Draft Fee Schedules report.

Mike Columbus asked staff if we were in line with other private campground user fees in the area. Aaron LeDuc responded to let the Board know that the Authority makes a fee comparison of all parks in the region and other Conservation Authorities every year around budget time to make sure we align.

Peter Ypma asked staff what a goose relocation fee was. Judy Maxwell informed the Board that it was a process where a licensed company removes geese from the city, like Toronto, and relocates them to the marsh.

A-10/25

Moved by M. Columbus

Seconded by J. Palmer

THAT the LPRCA Board of Directors approves the proposed 2025 Fee Schedules as presented to be effective January 9, 2025.

Carried

c) Per diem & Mileage (A. LeDuc)

Aaron LeDuc presented the Per Diem and Mileage report.

A-11/25

Moved by R. Chambers

Seconded by J. Palmer

THAT the LPRCA Board of Directors approves increasing the Chair's Honorarium

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

to \$2,866, the Vice-chair’s Honorarium to \$1,146, the Member’s meeting per diems to \$115, and the mileage rate to \$0.64 per kilometer effective January 1, 2025.

Carried

d) 2025 LPRCA Budget and Levy Apportionment Vote (A. LeDuc)

Following the budget meeting of November 13, the 2025 draft budget was circulated to member municipalities for a 30-day review and comment period. No comments were received.

Peter Ypma asked staff to clarify what CVA on page # 39 meant. Aaron LeDuc let the Board know that it means Current Value Assessment.

A-12/25

That the LPRCA Board of Directors approves the following recommendations regarding LPRCA’s 2025 Operating and Capital budgets;

1. That the 2025 Operating Budget in the total amount of \$6,082,265 and requiring a Municipal Levy- Operating of \$2,237,681 be approved as set out in Attachment 1;
2. That the 2025 Capital Budget in the total amount of \$808,864 requiring a General Municipal Levy - Capital of \$157,500 and a Municipal Special Levy – Capital of \$100,000 for Norfolk County be approved as set out in Attachment 2;
3. That the proposed 2025 Consolidated Budget in the total amount of \$6,891,129 and requiring a Municipal Levy – Consolidated of \$2,495,181 be approved as set out in Attachment 2.
4. That the proposed 2024 Municipal Levy Apportionment by CVA % be approved as set out in Attachment 3.

<u>Member</u>	<u>Municipality/Group</u>	<u>Weight</u>	<u>Absent</u>	<u>Present</u>	<u>In Favour</u>	<u>Opposed</u>
Rainey Weisler	Municipality of Bayham	4.53		✓	4.53	
Robert Chambers	County of Brant	7.40		✓	7.40	
Shelley Ann Bentley	Haldimand County	7.38		✓	7.38	
Vacant	Haldimand County	7.38	✓		7.38	
Rainey Weisler	Township of Malahide	0.72		✓	0.72	
Doug Brunton	Norfolk County	12.5		✓	12.5	
Michael Columbus	Norfolk County	12.5		✓	12.5	
Tom Masschaele	Norfolk County	12.5		✓	12.5	
Chris Van Paassen	Norfolk County	12.5		✓	12.5	
Jim Palmer	Township of Norwich	7.53		✓	7.53	

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

Peter Ypma	Township of South-West Oxford	7.53		✓	7.53	
Dave Beres	Town of Tillsonburg	7.53		✓	7.53	

Weighted Vote Result 92.62% 100% 92.62%

Carried

e) Administration Office Renovation (J. Maxwell)

Judy Maxwell presented the Administration Office Renovation report and sent around the office samples to the Board members.

Peter Ypma asked staff about insurances of LPRCA staying in this location as the cost is high for a rented building. Judy informed the Board that the lease is 4 terms of 5 years with the option to add an extra 5 years, totaling 25 years. LPRCA currently has 18 years left on the lease. Judy Maxwell also spoke to the landlord about LPRCA's plan before continuing with tendering the project.

Jim Palmer asked staff how long the project will take. Judy Maxwell responded that it will take an estimated 3 weeks to complete once the renovation begins. Staff will remove the equipment and old furniture to be assessed for disposal or sale. The electric work can start right away, the flooring installation will take an estimated 5 days and the furniture installation also is estimated at 5 days.

Doug Brunton asked about the HST fee and if we will recover it. Aaron LeDuc informed the Board that user fees, like campgrounds, the recovery is 100%, with projects like this the public sector body rebate is everything but 1.76%.

Tom Masschaele asked staff what the plans for the old furniture were. Judy Maxwell informed the Board that staff will assess every piece of furniture and anything of value will be added to the Gov Deals website.

Tom Masschaele inquired about the differing prices and bids from the vendors. Judy Maxwell informed the Board that the bids were submitted based on LPRCA's requirements and for some vendors they had two different products and prices that fit LPRCA requirements. The companies are franchises, and as such the vendor dictates the prices and that would account for the differing prices in Tayco products.

Judy Maxwell noted that we will need to look into moving our Board meeting along with the Town of Tillsonburg's board meeting for the time period. Mike Columbus asked staff and board if an in-person meeting down at Backus would not be better than a virtual one while the renovations are on-going. The consensus of the Board was to move the meeting location, but keep it in-person.

Shelley Ann Bentley asked staff if LPRCA had a committee or group of staff that will be in charge of assessing furniture and tagging all of LPRCA furniture with keep, sell or dispose.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

Judy Maxwell let the Board know that that person in charge of that is herself.

A-13/25

Moved by C. Van Paassen
Seconded by T. Masschaele

THAT the LPRCA Board of Directors approves the purchase of office furniture and an office cubicle system from Lover’s At Work (London);

AND

THAT the LPRCA Board of Directors approves the purchase of flooring and installation from Carpet One Tillsonburg;

AND

THAT the LPRCA Board of Directors approves the electrical and data cabling services by Rick’s Electric.

Carried

f) Timber Tender McKonkey tract (Block # 1, # 2) (J. Maxwell)

Judy Maxwell presented the report.

Peter Ypma asked if the McKonkey tracts were replacing the Harris Floyd one. Judy Maxwell responded that the McKonkey was moved up and that Debbie Thain, Forestry Supervisor was going to be looking at our Forest Management Plan.

A-14/25

Moved by M. Columbus
Seconded by R. Weisler

THAT the LPRCA Board of Directors accepts the report as information;

AND

THAT the LPRCA Board of Directors authorizes the General Manager to award the following two tenders, LP-361-25 (Block #1) and LP-362-25 (Block #2) after the closing date of Thursday, January 9, 2025.

Carried

g) Conservation Authority Agricultural Sector Representative (J. Maxwell)

Judy Maxwell presented the report.

Dave Beres asked staff to clarify if this was 10 individuals, one per Conservation Authority or 1 individual for all 10 Conservation Authorities, and if this is appointed provincially. Judy Maxwell responded letting the Board know that it was 1 individual per Conservation Authority and it will be appointed by the Province.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

Mike Columbus asked is the representative reported back to the Ministry. Judy Maxwell responded to say they will report back to the Ministry each year as listed in the Job Posting.

A-15/25

Moved by R. Weisler

Seconded by S. Bentley

THAT the LPRCA Board of Directors receives the staff report Conservation Authority Agricultural Sector Representative – Advertisements Posted as information.

Carried

The closed session began at 7:51 p.m.

12. Closed Meeting

A-16/25

Moved by R. Weisler

Seconded by P. Ypma

THAT the LPRCA Board of Directors does now enter into a closed session to discuss:

- A trade secret or scientific, technical, commercial, financial or labour 5-6 relations information, supplied in confidence to the Authority, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization

Carried

The Board reconvened in open session at 8:24 p.m.

The closed meeting minutes of the Hearing Board of November 6, 2024 was approved in the closed session.

The closed meeting minutes of the Board of Directors Meeting of November 6, 2024 was approved in closed session.

Next meeting: February 5, 2025, Board of Directors

Adjournment

The Chair adjourned the meeting at 8:25 p.m.

Dave Beres
Chair

Judy Maxwell
General Manager/Secretary-Treasurer

/ns

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma



Long Point Region Conservation Authority

Phone: 519-842-4242
Fax: 519-842-7123
Toll free: 1-888-231-5408
conservation@lprca.on.ca
www.lprca.on.ca

January 30, 2025

Honourable Graydon Smith
Minister of Natural Resources
Whitney Block, 99 Wellesley St W
Toronto, ON
M7A 1W3

Via Email: minister.mnrf@ontario.ca

RE: Extension of Minister's direction for conservation authorities regarding fee changes associated with planning, development, and permitting fees – December 14, 2024.

Dear Minister Smith,

On behalf of the Long Point Region Conservation Authority Board of Directors I am writing to express our concerns with the Extension of the Minister's direction for conservation authorities regarding fee changes associated with planning, development and permitting fees.

The Long Point Region Conservation Authority (LPRCA) is committed to supporting the Province's goal of building more homes quickly and efficiently in Ontario. However, the LPRCA Board of Directors are concerned and strongly opposed to the extension of the direction for conservation authorities regarding fee changes associated with planning, development and permitting fees.

Conservation Authority development fees are designed to cover costs of the services provided. Freezing these fees undermines this cost-recovery model and coupled with increasing operating expenses the direction is negatively impacting the municipal levy. Without the ability to increase fees the burden is falling to our municipal partners.

It is important to note, that Conservation Authority permits are not limited to residential projects. A large majority of permits issued by LPRCA are for resort residential communities and rural areas. Therefore, the universal freezing of fees has negatively impacted our revenues while only a small percentage are residential projects.

LPRCA's fees have been frozen at 2022 rates, and with the extension of the direction we are entering the third year without a fee adjustment. Coming through a period of high inflation compounds the impact of not having the ability to adjust fees to offset the annual inflationary increases.

We understand that the Minister's direction is intended to support less costly approvals in order to increase the housing supply and affordability in Ontario. We respectfully request that you do not consider extending the direction into 2026 for the factors identified and the negative impact for Conservation Authorities' operations and member municipal levies.

We look forward to working with you and further discussion on how we can collectively address the challenges related to residential development while ensuring the continued ability for Conservation Authorities to recover the costs associated with planning and permitting activities. Thank you for your consideration.

Sincerely,



Dave Beres, Chair
Long Point Region Conservation Authority Board of Directors

CC:

Honourable Doug Ford, Premier of Ontario
Honourable Paul Calandra, Minister of Municipal Affairs and Housing
Honourable Andrea Khanjib, Minister of Environment, Conservation and Parks
Angela Coleman, General Manager, Conservation Ontario
LPRCA Member Municipalities: Municipality of Bayham, County of Brant, Haldimand
County, Township of Malahide, Norfolk County, Township of Norwich, Township of
South-West Oxford, Town of Tillsonburg

From: Emily Sousa <esousa@oxfordcounty.ca>

Sent: Monday, February 10, 2025 12:28 PM

Subject: ZN4-24-20 - SWOX Agricultural Zoning Review (Township Wide) - Notice of Open House

Good afternoon,

Please take notice that the Township South-West Oxford is proceeding with an update to its Zoning By-Law.

The Township is proposing updates to zoning in the agricultural area to support the implementation of the recently approved Agricultural Policy Amendment for the County of Oxford.

Updating the Zoning By-Law to align with the updated Official Plan will help ensure our agricultural land resources are sustainably managed and protected for the long term, while also promoting opportunities for the agricultural economy to grow.

The Zoning By-Law review will generally apply township-wide, therefore specific area mapping is not being provided at this time. The Zoning By-Law review will examine all the existing agricultural (e.g. A1, A2, AB) and rural (e.g. RR) zoning categories and associated definitions or related provisions. It may also include the addition of new zoning categories, defined terms and related provisions.

OPEN HOUSE

County staff are also holding an in-person open house on **March 6, 2025 from 6:00 pm to 8:00 pm** at the **Oxford County Administration Building (21 Reeve Street, Woodstock, N4S 7Y3)** to provide an opportunity to learn more about the proposed changes. Open house materials will also be shared [online](#) following the open house on March 6.

Please Also Note That:

If you wish to be notified of the decision of Oxford County on the proposed Zoning By-Law Amendment, you must make a written request to:

Oxford County
Community Planning Department,
County of Oxford
21 Reeve St
Woodstock, ON N4S 7Y3
planning@oxfordcounty.ca

From: [dev](#)
To: [dev](#)
Subject: Education Development Charges
Date: January 30, 2025 8:40:49 AM

Good morning,

The Thames Valley District School Board and the London District Catholic School Board will not be considering the passage of Education Development Charge Bylaws at this time.

We value our relationships with municipal and industry partners and would like to thank you for your time and input provided as part of this process.

CONFIDENTIALITY WARNING

This message and any attachments are intended only for the use of the intended recipient(s) and may contain confidential or personal information that may be subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act section 28 (2). In certain situations it will be the practice of the Board to share personal or confidential information with board employees as a means of addressing any questions or concerns. If you do not consent to the sharing of this information, please notify the intended recipient immediately. If you are not the intended recipient or an authorized representative of the intended recipient, you are notified that any dissemination of this communication is strictly prohibited. If you have received this communication in error, please notify the sender immediately and delete the message and any attachments. If you have any questions about the collection of information, please contact privacy@tvdsb.ca.



February 06, 2025

- Progress in Asset Management: Achieving 2025 Compliance webinar series.
- Registration for AMO 2025 is Open.
- Book your AMO 2025 Conference Hotel!
- Opportunity to showcase your products and services at AMO 2025 Conference.
- AMO Education - Workshops addressing and supporting your leadership.
- ROMA Conference evaluation - Share your experience.
- Register today for the OSUM 2025 Conference hosted by the Town of Collingwood.
- AMO Regional and Single-Tier caucus virtual meet-up - February 28.
- Blog: 2025 is the Perfect Time to Review Your Employee Group Benefits Plan.
- Equity market outlook - Do Politics Matter? ONE Investment's education webinar.
- Survey on displacement and protecting affordable housing.
- Canadian Fallen Heroes Foundation War Memorial grant.
- New report highlights importance of funding for new recreation facilities.
- CCPPP new virtual P3 learning series for municipalities.
- Save the date: Scotiabank 2025 Affordable Housing Summit.
- Careers.

AMO Matters

AMO is delivering a 4-part webinar series to help municipalities meet O. Reg. 588/17 asset management plan requirements. Register for part one on [Proposed Levels of Service](#) on March 6.

Education Opportunities

The City of Ottawa is pleased to welcome delegates to the AMO 2025 Conference August 17-20. [Register today](#) for Ontario's premier policy conference. [Book your accommodations here](#).

You can now book your accommodations for the 2025 AMO Conference in Ottawa August 17-20. [Here is where you will want to click](#) for all the information you need and links to conference hotels. Registration will open soon!

AMO has launched its Exhibitor and Sponsorship opportunities for the 2025 conference in the City of Ottawa August 17-20. Our event provides you exposure to over 3,000 of Ontario's municipal leaders representing Ontario's 444 municipalities and a \$68 billion sector. Both the Exhibit Hall and Sponsorship opportunities sell out fast. Click [here](#) to download the Exhibitor Package and [here](#) for the Sponsorship Package.

AMO has assembled an array of workshops focused on supporting and strengthening your role as a local leader. From asset management planning, land use planning, indigenous-municipal relations, navigating conflict, communications through local crisis, strategic thinking, planning and communication, understanding anti-semitism and islamophobia and so much more. AMO is also offering registration discounts. [Check it all out here](#).

Take a few minutes to share your experience at the 2025 ROMA Annual Conference. [Click here for the conference evaluation](#). Deadline to submit feedback is February 7.

Join the 2025 OSUM Conference host the Town of Collingwood April 30-May 2 for compelling programming and opportunities to engage, network and address the issues top of mind for small urban leaders. [Registration is open](#) and you can [book your accommodations here](#).

The Regional and Single-Tier Caucus of the AMO Board is hosting a virtual meet-up on February 28 from 9:30am-11:00am. The meet up is an opportunity for members to connect and be brought up to date on AMO activities. [Register today](#).

LAS

Your employees have been through a lot lately, fluctuating interest rates and inflation, hybrid work arrangements, and balancing a work-family life. Employee group benefits plans are an important part of any employee's compensation package. [Read more about the LAS offering](#) with Mosey & Mosey in our latest blog by our Group Benefits program partner.

Guardian Capital LP, portfolio manager for ONE Investment's Canadian Equity Portfolio, discusses the current market outlook and positioning of ONE's Canadian Equity Portfolio amidst fluctuating market and political dynamics. [Watch the webinar](#).

Municipal Wire*

CP Planning, as part of collaborations with the City of Toronto and ULI Toronto, [launched a survey shaping](#) strategies to prevent housing displacement in Ontario communities. Survey closes February 28

To commemorate World War II's 80th anniversary, the Canadian Fallen Heroes Foundation (CFHF) is offering to help municipalities wishing to honour their fallen soldiers. [Please consider joining this initiative](#).

The Aquatic Sports Council of Ontario released [a report making the case for provincial recreational facility funding](#). AMO has consistently sought long-term, sustainable infrastructure funding, including for high-quality recreational facilities.

Eager to learn about the latest advances in infrastructure procurement to help drive growth in your community? Join [P3s for Municipalities](#), a FREE six-part webinar series. Explore hot topics with our experts.

Join industry experts in meaningful discussions on February 19th to tackle housing-related challenges at regional and national levels. Please reach out to [Scotiabank's events team](#) for additional information.

Careers

[Policy Intern - Association of Municipalities of Ontario](#). Closing Date: February 18, 2025.

[Supervisor, Roads Operations - City of Vaughan](#). Closing Date: March 3, 2025.

[Manager of Infrastructure Services - Town of Cochrane](#). Closing Date: March 3, 2025.

[Council and Committee Coordinator - City of Guelph](#). Closing Date: February 17, 2025.

[Director of Finance and Administration - Manitoulin-Sudbury District Services Board](#). Closing Date: February 21, 2025.

[Supervisor of Financial Accounting and Audit - City of Orillia](#). Closing Date: February 17, 2025.

[Analyst, Jr. Financial Planning - Peel Regional Police](#). Closing Date: February 17, 2025.

[Chief Information Officer - King Township](#). Closing Date: February 28, 2025

[Senior Economic Development Officer - County of Simcoe](#). Closing Date: February 25, 2025.



AMO Watchfile



February 13, 2025

- Join the AMO-OMAA discussion on the importance of the Mayor-CAO relationship.
- Registration for AMO 2025 is open.
- Book your AMO 2025 Conference Hotel!
- Opportunity to showcase your products and services at AMO 2025 Conference.
- AMO Education - Workshops addressing and supporting your leadership.
- Register today for the OSUM 2025 Conference hosted by the Town of Collingwood.
- OSUM Sponsorship and Exhibit Hall opportunities - Take advantage today.
- AMO Regional and Single-Tier caucus virtual meet-up - February 28.
- Video: Equity Market Outlook in an Interesting Political/Economic Time.
- Free Webinar - Impact a Claim with 10 days.
- LED upgrades make 2025 brighter.
- Elevate your safety strategy.
- Survey on displacement and protecting affordable housing.
- Canadian Fallen Heroes Foundation War Memorial grant.
- New report highlights importance of funding for new recreation facilities.
- CCPPP new virtual P3 learning series for municipalities.
- Scotiabank 2025 Affordable Housing Summit.
- Careers.

Education Opportunities

AMO and OMAA are hosting a conversation that is a key ingredient to a successful, effective and high-performing municipality - the relationship between a Mayor and CAO. This virtual event includes a moderated discussion with an expert panel on the elements of a productive Mayor-CAO relationship. [For more information click here](#). Save the date: March 19, 11:00 am-12:00pm. Registration information coming soon.

The City of Ottawa is pleased to welcome delegates to the AMO 2025 Conference August 17-20. [Register today](#) for Ontario's premier policy conference. [Book your accommodations here](#).

You can now book your accommodations for the 2025 AMO Conference in Ottawa August 17-20. [Here is where you will want to click](#) for all the information you need and links to conference hotels. Registration will open soon!

AMO has launched its Exhibitor and Sponsorship opportunities for the 2025 conference in the City of Ottawa August 17-20. Our event provides you exposure to over 3,000 of Ontario's municipal leaders representing Ontario's 444 municipalities and a \$68 billion sector. Both the Exhibit Hall and Sponsorship opportunities sell out fast. Click [here](#) to download the Exhibitor Package and [here](#) for the Sponsorship Package.

AMO has assembled an array of workshops focused on supporting and strengthening your role as a local leader. From asset management planning, land use planning, indigenous-municipal relations, navigating conflict, communications through local crisis, strategic thinking, planning and communication, understanding anti-semitism and islamophobia and so much more. AMO is also offering registration discounts. [Check it all out here](#).

Join the 2025 OSUM Conference host the Town of Collingwood April 30-May 2 for compelling programming and opportunities to engage, network and address the issues top of mind for small urban leaders. [Registration is open](#) and you can [book your accommodations here](#).

The OSUM Annual Conference is a prime opportunity for locally elected officials to network, discuss critical social, economic and policy matters facing small urban communities. For exhibitors and sponsors, this conference provides access to local decision makers for a \$68b sector and for you to showcase your organization and services. [Both packages are available here](#).

The Regional and Single-Tier Caucus of the AMO Board is hosting a virtual meet-up on February 28 from 9:30am-11:00am. The meet up is an opportunity for members to connect and be brought up to date on AMO activities. [Register today.](#)

LAS

Guardian Capital LP, the portfolio manager for ONE's Canadian Equity Portfolio, [discusses the current market outlook and positioning](#) of the ONE Investment Canadian Equity Portfolio amidst fluctuating market and political dynamics.

Join us for this [free one-hour risk webinar](#) on March 26 as Andy C. Jairam, Partner, Loopstra Nixon LLP discusses the 10-day notice provision and its role in claims management.

The [LAS Facility Lighting Service](#) is your complete turn-key solution for LED lighting upgrades, both inside and outside your buildings. [Contact Christian](#) today for a no-obligation proposal to brighten your year.

Join our Occupational Health & Safety Management service partner, 4S, on [February 27 at 8:30am](#) for expert insights on due diligence in municipal safety.

Municipal Wire*

CP Planning, as part of collaborations with the City of Toronto and ULI Toronto, [launched a survey shaping strategies](#) to prevent housing displacement in Ontario communities. Survey closes February 28.

To commemorate World War II's 80th anniversary, the Canadian Fallen Heroes Foundation (CFHF) is offering to help municipalities wishing to honour their fallen soldiers. [Please consider joining this initiative.](#)

The Aquatic Sports Council of Ontario released [a report making the case for provincial recreational facility funding](#). AMO has consistently sought long-term, sustainable infrastructure funding, including for high-quality recreational facilities.

Eager to learn about the latest advances in infrastructure procurement to help drive growth in your community? Join [P3s for Municipalities](#), a FREE six-part webinar series. Explore hot topics with our experts.

Join industry experts in meaningful discussions on February 19 to tackle housing-related challenges at regional and national levels. [Register now.](#)

Careers

[Policy Intern - Association of Municipalities of Ontario](#). Closing Date: February 18, 2025.

[Taxation & Assessment Analyst - King Township](#). Closing Date: February 25, 2025.

[Legislative Specialist - King Township](#). Closing Date: February 21, 2025.

[Analyst, Budget & Operations - City of Peterborough](#). Closing Date: February 24, 2025.

[Manager, Human Services - City of Kawartha Lakes](#). Closing Date: February 23, 2025.

[Manager, IT Service Delivery - Peel Regional Police](#). Closing Date: February 17, 2025.

[Waste Reduction and Diversion Specialist, Bilingual - City of Greater Sudbury](#). Closing Date: February 19, 2025.

[Procurement Category Specialist \(Construction-Related Procurements\) - City of Vaughan](#). Closing Date: February 17 2025.

[Manager, Risk Management & Insurance - Municipality of Durham](#). Closing Date: March 5, 2025.

Resolution: EOWC Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs

Moved by: Corinna Smith-Gatcke, Warden of the United Counties of Leeds & Grenville
Seconded by: Steve Ferguson, Vice-Chair, EOWC / Mayor of Prince Edward County

Whereas the Canadian government is currently in negotiations with the United States (U.S.) government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

Whereas Canada's Prime Minister and Ontario's Premier have outlined several plans to combat the impact that the proposed tariffs would have on Ontario which focus on strengthening trade between Ontario and the U.S. while bringing jobs back home for workers on both sides of the border; and

Whereas the Canadian government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S. on tariffs; and

Whereas trade between Ontario and the U.S. is very important to our residents and local economies, and requires all levels of government to work together in the best interest of those residents; and

Whereas according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

Whereas Ontario municipalities have traditionally treated trade partners equally and fairly in all procurements in accordance with our established international trade treaties; and

Whereas municipalities play a crucial role as part of the Team Canada approach to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

Whereas there are trade barriers between Canadian provinces and territories.

Therefore, be it resolved that the Eastern Ontario Wardens' Caucus supports the Canadian and Ontario governments on the measures they have put in-place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations, and ensure municipalities are part of the coordinated Team Canada approach;

And that the Canadian and Ontario governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

And that the Canadian and Ontario governments take action to remove trade barriers between provinces as a response to U.S. tariffs and support Canadian businesses;

And that the Canadian and Ontario governments remove all legislative barriers that impact the ability to buy local, and indemnify municipalities should there be challenges to buying Canadian;

And that the Canadian and Ontario governments continue to invest in infrastructure to provide stability, jobs, and support our communities' social and economic prosperity over the long-term.

Be it further resolved, that copies of this motion be sent to:

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- Doug Ford, Leader of the Progressive Conservative Party
- Marit Stiles, Leader of the Ontario New Democratic Party
- Bonnie Crombie, Leader of the Ontario Liberal Party
- Mike Schreiner, Leader of the Ontario Green Party
- Ontario's Minister of Economic Development, Job Creation and Trade
- Ontario's Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver
- Robin Jones, President, AMO and Mayor of Westport
- Christa Lowry, Chair, Rural Ontario Municipal Association
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All regional Members of Canadian Parliament
- All candidates running as Ontario Members of Parliament
- All of Ontario's municipalities for their support

Carried



Chair Bonnie Clark, EOWC

February 10, 2025

February 6, 2025

The Right Honourable Justin Trudeau
 Prime Minister of Canada
 80 Wellington Street
 Ottawa, ON K1A 0A2
 Via fax

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

Robin Jones, President, AMO
 Association of Municipalities of Ontario
 155 University Avenue, Suite 800
 Toronto, ON M5H 3B7
 Via email

Rebecca Bligh, President, FCM
 Federation of Canadian Municipalities
 24 Clarence Street
 Ottawa, ON K1N 5P3
 Via email

Re: United States Imposition of Tariffs on Canada

Please be advised that the Council of the Town of Hanover, at their regular meeting of February 3, 2025, adopted the following resolution with respect to the above noted matter:

“Whereas United States President Donald Trump, issued executive orders to impose tariffs on imports from Canada effective February 4, 2025; and

Whereas these tariffs will have a significant detrimental impact on the economic stability in both countries; and

Whereas federal and provincial leaders are encouraging Canadians to buy Canadian; and

Whereas municipalities have significant purchasing power through capital and infrastructure programs; and

Whereas according to data from the Association of Municipalities of Ontario, Ontario municipalities are expected to spend \$250 to \$290 billion on infrastructure in the next 10 years; and

Whereas municipalities have traditionally been prevented by trade agreements and legislation from giving preference to the purchase of Canadian products and services; and

Whereas municipalities can assist in the effort to combat tariffs and support businesses in the procurement for capital and infrastructure programs;

Now therefore be it resolved that the Council of the Town of Hanover endorse the federal and provincial call to action to buy Canadian where and when possible; and

That the federal and provincial governments work with municipalities on measures to protect Canadian consumers and businesses; and

That council call on the federal and provincial government to remove any impediments to municipalities preferring to engage Canadian companies for capital projects and supplies when appropriate and feasible; and

That this resolution be forwarded to the Prime Minister Justin Trudeau, Premier Doug Ford, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities and all Ontario municipalities.

Should you have any questions or concerns, please contact the undersigned.

Sincerely,

A handwritten signature in blue ink that reads "Vicki McDonald". The signature is cursive and somewhat stylized.

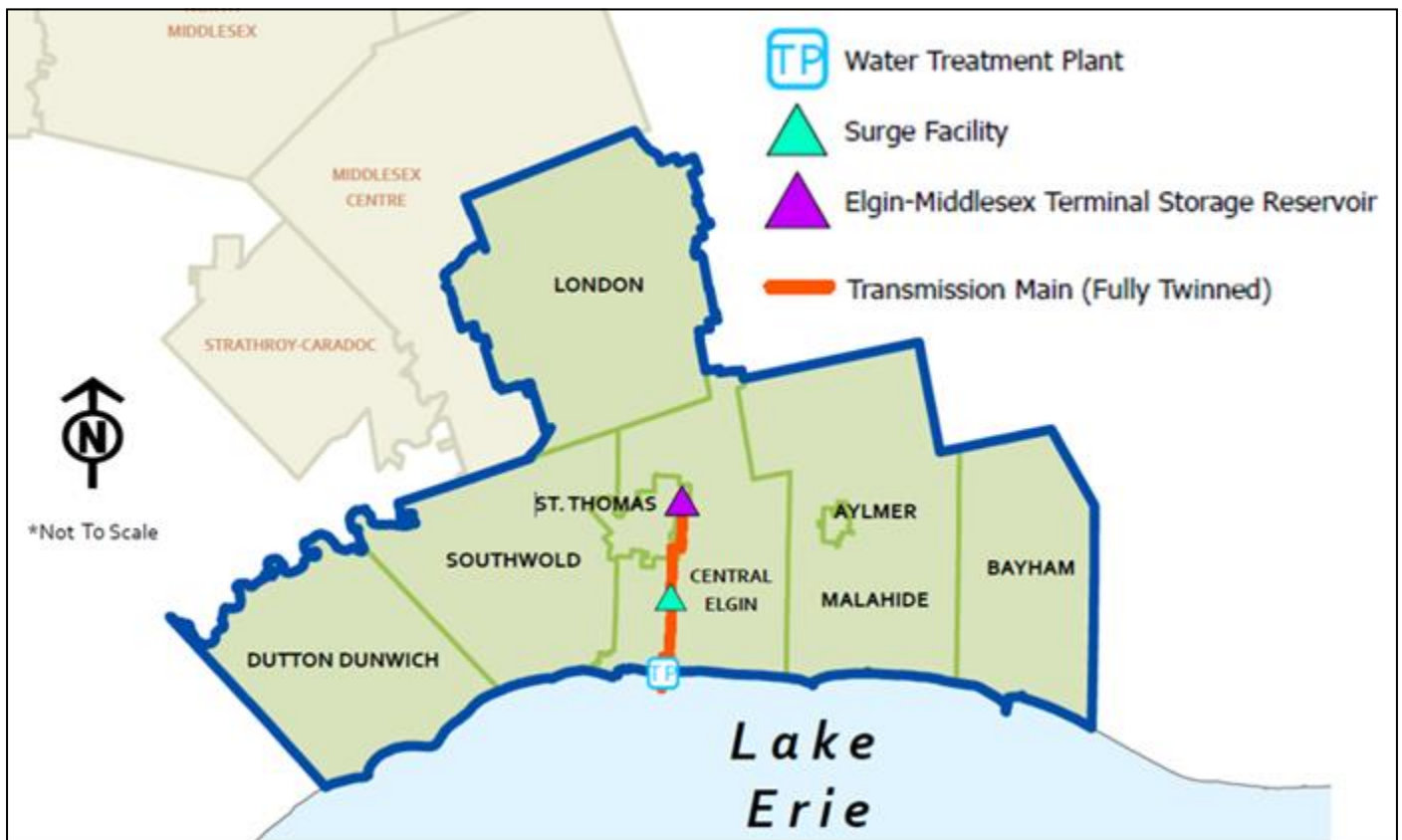
Vicki McDonald
Clerk

/tp

cc: Honourable Rick Byers, MPP Bruce-Grey-Owen Sound
All Ontario Municipalities

Elgin Area Primary Water Supply System Master Plan Notice of Study Commencement

The Elgin Area Primary Water Supply System (EAPWSS), through its consultant AECOM has initiated a Municipal Class Environmental Assessment (MCEA) Master Plan study to develop and assess a range of water servicing strategies to accommodate near, mid and long-term future growth, while maintaining the reliability and sustainability of the utility. See Map for existing infrastructure and member municipalities.



This MCEA Master Plan Study will document existing conditions, water demand forecasts, water modelling, and engage key stakeholders, the general public and Indigenous Communities and provide recommendations for the regional water system to address system growth and infrastructure needs to maintain levels of service.

The Process

This study will be completed in accordance with the Ontario Environmental Assessment Act and will follow Approach #1 of the Municipal Engineers Association Municipal Class EA (as amended in 2020) Master Planning process. At the conclusion of the study, a suite of recommended water projects will be identified including the MCEA Schedule (Exempt, Schedule B or C) for any regional water supply system project(s). This Master Plan will be completed at a broad level of assessment,

therefore requiring more detailed investigations at a project specific level for any recommended Schedule B or C projects.

The EAPWSS invites anyone with an interest in the study to have an opportunity to provide feedback and help inform the decision-making process. A Virtual Public Information Centre (PIC) will be held in June 2025, to introduce the study, present existing conditions, the alternative servicing strategies, evaluation criteria, and the recommended servicing strategies including the associated water projects and schedule. Invitation notices to the PIC will be emailed to those on the mailing list and will be posted on the Project Webpage:

<https://www.huronelginwater.ca/elgin-area-water-supply-system-master-plan/>

For more information or if you want to be placed on our mailing list for updates, please contact us at:

Marcy McKillop, P.Eng

Environmental Services Engineer
Regional Water Supply
Lake Huron and Elgin Area Primary Water
Supply Systems
235 North Centre Road, Suite 200
London ON, N5X 4E7
Tel: 519-930-3505 x4976
Email: mmckillop@huronelginwater.ca

Paul Adams, CPT

Environmental Planner,
AECOM Canada ULC.
250 York Street, Suite 410
London ON, N6A 6K2
Tel: 519-636-6448
Email: paul.adams2@aecom.com

The personal information submitted in relation to this Master Plan is collected under the authority of the Municipal Act, 2001, S.O. 2001, c.25 and will be reviewed to provide subsequent Master Plan study development, communications and events. With the exception of personal information, all comments will form part of the public record for this Master Plan in accordance with the Municipal Class Environmental Assessment, which is a planning process approved under Ontario's *Environmental Assessment Act*.

Questions about this collection should be addressed to Marcy McKillop, Environmental Services Engineer at 235 North Centre Road, Suite 200, London, ON N5X 4E7. Tel: 519-930-3505 ext. 4976, email: mmckillop@huronelginwater.ca

THE CORPORATION OF THE TOWNSHIP OF MALAHIDE

BY-LAW NO. 25-13

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 February 20, 2025 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 20^h day of February, 2025.

READ a **THIRD** time and **FINALLY PASSED** this 20^h day of February, 2025.

Mayor, D. Giguère

Clerk, A. Adams