



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

**December 4, 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**

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- (A) Call to Order
- (B) O Canada
- (C) Approval of the Agenda
- (D) Disclosure of Pecuniary Interest
- (E) Announcements
  - Long Service Recognition awarded by the Governor General for the following Malahide Firefighters:
    - Reuben Wiebe – 20-Year Service Medal and Certificate Recognition
    - Jeff Spoor - 30-Year Service Bar and Certificate Recognition
    - Kavin Ostrosser – 40-Year Service Bar and Certificate Recognition
- (F) Adoption of Minutes of Previous Meeting(s)
  - Council Meeting Minutes of November 20, 2025
- (G) Public Meetings & Committee of Adjustment
- (H) Delegations
  - Kettle Creek Conservation Authority – Presentation by Elizabeth VanHooren regarding Proposed Conservation Authorities Transformation
- (I) 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:

  - PW-25-41-Recycling Collection from Non-Eligible Sources
- (J) Unfinished Business

(K) New Business

- FIN-25-21- Applications for Assessment Adjustments under Section 357 & 358 of the Municipal Act, 2001
- FIN-25-22 - 2025 Comparative Analysis of Property Tax Rates within Elgin County
- FIN-25-23 - Temporary Borrowing By-law
- PW-25-40 – Off Road Vehicle By-law Renewal
- PW- 25-42 - Request for Improvement – Ferguson Drain
- PW- 25-43 - Petition for Drainage – Saarloos
- PW- 25-44 - Drain Report Re-assessment: Hiepleh-Dance Drain
- CAO-25-07 - Impacts from Bill 60 (Fighting Delays, Building Faster Act, 2025)

(L) By-laws

- 25-64 - Temporary Borrowing By-law
- 25-61 - Use of Off-Road Vehicles
- 25-62 - ATV Agreement with The Talbot Trail ATV Club Inc.

Committee of the Whole

(M) Business for Consideration

- DS-25-42 - Community Relations & Economic Development Focus Areas Report
- FIN-25-19 – 2026 Draft Water Budget
- FIN-25-20 – 2026 Draft Sewer Budget

(MI) Unfinished Business

(MII) New Business

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

Committee of the Whole Adjourns

(P) 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. AMOWatchfile – November 20,2025 and November 27, 2025
2. EECC Board Draft Minutes – Special Meeting and Regular Meeting - November 26, 2025
3. EECC Board - EECC 2026 Operating, Capital, and User Fee Approval
4. Elgin OPP Detachment Board Correspondence - Administrative Support and Financial Management
5. Kettle Creek Conservation Authority - KCCA Board Resolution Re: Bill 68 and ERO Posting 025-1257
6. Catfish Creek Conservation Authority - Resolution (Bill 68 and ERO Posting 025-1257)
7. Ministry of Municipal Affairs and Housing - Protect Ontario by Building Faster and Smarter Act, 2025 (Bill 17)

8. Kettle Creek Conservation Authority - 2026 Municipal Apportionment and Budget
9. Long Point Region Conservation Authority - 30-Day Notice to Affected Municipalities – 2026 Draft LPRCA Budget
10. Kettle Creek Conservation Authority Full Authority Minutes – October 15, 2025
11. Infrastructure Ontario – Notice of Intent to Exempt Project through Screening Government Property Class Environmental Assessment – 10716 Hacienda Road, Aylmer
12. Enbridge Gas Correspondence
  - a) Notice of A Hearing
  - b) EB-2025-0155 Enbridge Gas Inc. - 2024 Utility Earnings and Disposition of Deferral & Variance Account Balances - Notice of Application
13. Catfish Creek Channel Sounding Correspondence
14. Ministry of Emergency Preparedness and Response - FPT Meeting on Emergency Management
15. Elgin Area Primary Water Supply System – December 4, 2025 Agenda & Meeting Package
16. MNR Fish and Wildlife Policy Branch - Black Bear Harvest Management in Ontario
17. Town of Ajax - Solve the Crisis and Winter Homelessness Program Support
18. Town of Wasaga Beach - Resolution from the Town of Wasaga Beach – Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation

(Q) Closed Session

(R) Confirmatory By-law

(S) Adjournment

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*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.*

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1. THAT the December 4, 2025, Regular Council Meeting Agenda be approved as presented.
2. THAT the minutes of the regular council meeting of Council held on November 20, 2025, be adopted.
3. THAT the presentation received from Elizabeth VanHooren of Kettle Creek Conservation Authority regarding the proposed Conservation Authorities transformation be received.
4. Whereas, at its November 20, 2025 meeting, the Committee of the Whole recommended to Council:
  - a. THAT Report No. PW-25-41 entitled "Recycling Collection from Non-Eligible Sources" be received;

AND THAT the Committee recommend to Council to approve the discontinuance of curbside recycling collection at all Non-Eligible Sources within the Township effective January 1, 2026

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

5. THAT Report No. FIN-25-21 entitled "Applications for Assessment Adjustments under Section 357 & 358 of the Municipal Act, 2001" be received;

AND THAT, pursuant to Section 357 (a) and (d) of the Municipal Act, 2001, the Township's Treasurer be authorized to amend the Township's tax collection roll for the amount of \$ 13,337.42.
6. THAT Report No. FIN-25-22 entitled "2025 Comparative Analysis of Property Tax Rates within Elgin County" be received for information.
7. THAT Report No. FIN-25-23 entitled "Temporary Borrowing By-law" be received;

AND THAT By-Law #25-64 be given a first, second and third reading.
8. THAT Report No. PW-25-40 entitled " Off Road Vehicle By-law Renewal" be received;

AND THAT Council approve the attached Off Road Vehicle By-law;

AND FURTHER THAT the Mayor and Clerk be authorized to execute a Recognized Agency Agreement with the Talbot Trail ATV Club for the purpose of ensuring continued compliance with Malahide's Off-Road Vehicles By-law.

9. THAT Report No. PW- 25-42 entitled "Request for Improvement – Ferguson Drain" be received;

AND THAT John M. Spriet, P. Eng., of Spriet Associates be appointed to prepare an Engineer's Report pursuant to *Section 78* of the *Drainage Act R.S.O. 1990*.

10. THAT Report No. PW- 25-43 entitled "Petition for Drainage - Saarloos" be received;

AND THAT Peter Penner, P. Eng., of Cyril J. Demeyere Limited be appointed to prepare an Engineer's Report pursuant to *Section 4* of the *Drainage Act R.S.O. 1990*.

11. THAT Report No. PW- 25-44 entitled "Drain Report Re-assessment: Hiepleh-Dance Drain" be received;

AND THAT John M. Spriet, P. Eng., of Spriet Associates, be appointed to prepare an Engineer's Report for the re-assessment of the Hiepleh-Dance Petition.

12. THAT Report CAO-25-07 entitled "Impacts from Bill 60 (Fighting Delays, Building Faster Act, 2025)" be received for information.

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

- 25-64 – Temporary Borrowing By-law
- 25-61 - Use of Off-Road Vehicles
- 25-62 – ATV Agreement with The Talbot Trail ATV Club Inc.

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

15. THAT Report No. DS-25-42 entitled "Community Relations & Economic Development Focus Areas Report" be received;

AND THAT the Committee recommends that Council endorse the documentation updates and program highlights as presented.

16. THAT Report No. FIN-25-19 entitled "2026 Draft Water Budget" be received;

AND THAT the 2026 Draft Water Budget and water system user rates be approved

AND THAT Municipal staff be authorized to carry out the administrative acts necessary to implement the 2026 Draft Water Budget and user rates as approved.

17. THAT Report No. FIN-25-20 entitled "2026 Draft Sewer Budget" be received;

AND THAT the 2026 Draft Sewer Budget and sewer system user rates be approved.

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

19. RESOLVED that the following correspondence items be received and filed:

1. AMOWatchfile – November 20, 2025 and November 27, 2025
2. EECC Board Draft Minutes – Special Meeting and Regular Meeting - November 26, 2025
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18. Town of Wasaga Beach - Resolution from the Town of Wasaga Beach – Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation

20. THAT By-law No.25-65, being a Confirmatory By-law, be given first, second and third readings and be properly signed and sealed.

21. RESOLVED THAT we do now adjourn at \_\_\_\_\_ p.m. to meet again on December 18, 2025 at 7:00p.m.

**The Corporation of the Township of Malahide  
November 20, 2025 – 7:00p.m.**

Virtual Meeting - <https://youtu.be/K3-X39xQZes?si=bufjM1Eq2NdcPv1>

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

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

**Staff:** Chief Administrative Officer N. Dias, Clerk A. Adams, Director of Public Works J. Godby, and Human Resources Manager S. Loewen.

**CALL TO ORDER:**

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

**APPROVAL OF AGENDA:**

**No. 25-401**

**Moved By: Mark Widner**

**Seconded By: Sarah Leitch**

THAT the November 20, 2025, Regular Council Meeting Agenda be approved as presented. with the following amendments:

- Addendum- Town of Aylmer Correspondence - Walker Dairy Resilient Energy 2.0 Inc.
- Announcement -Tax Rate Calculation Clarification

**Carried**

**DISCLOSURE OF PECUNIARY INTEREST and the General Nature therefore:**

Deputy Mayor Widner disclosed a pecuniary interest with respect to Section L – By-law 25-52 - Brooks Drain Improvement 3<sup>rd</sup> reading. The nature of the conflict being that a Partner at Spriet Associates is an immediate relative of his.

**ANNOUNCEMENTS:**

Deputy Mayor Widner inquired about the tax rate calculation and referenced a newspaper article claiming that Malahide's rate is higher than Aylmer's. He asked if this could be clarified. CAO Dias confirmed that this information can be provided in a report at an upcoming meeting.

**ADOPTION OF MINUTES:****No. 25-402****Moved By: Scott Lewis****Seconded By: Rick Cerna**

THAT the minutes of the regular council meeting held on November 6, 2025 be adopted.

**Carried****PUBLIC MEETINGS & COMMITTEE OF ADJUSTMENT:**

None.

**DELEGATIONS:****No. 25-403****Moved By: Rick Cerna****Seconded By: Mark Widner**

THAT the presentation of be received from Walker Dairy Resilient Energy 2.0 Inc., presented by Matt Lensink & John van Logtenstein be received.

**Carried****APPROVAL OF BUSINESS (CONSENT AGENDA):****No. 25-404****Moved By: Scott Lewis****Seconded By: John H. Wilson**

Whereas, at its November 6, 2025 meeting, the Committee of the Whole recommended to Council:

a) THAT Report No. PW-25-36 entitled "Road Surface Conversion Policy" be received;

AND THAT the committee recommend Council approve the attached Road Surface Conversion Policy for implementation by staff.

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

**Carried**

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

- DS-25-41 - Walker Dairy Resilient Energy 2.0 Inc. – IESO LT2 Bid – Concession NTR North Part Lot 83 (10711 Imperial Road)

**No. 25-405**

**Moved By: Scott Lewis**

**Seconded By: Chester Glinski**

THAT Report No. DS-25-41 entitled “Walker Dairy Resilient Energy 2.0 Inc. – IESO LT2 Bid – Concession NTR North Part Lot 83 (10711 Imperial Road)” be received;

AND THAT the Council of the Township of Malahide supports the proposed bid by passing the resolution attached to this report as Schedule A.

**Carried**

- DS-25-40 - Walker Dairy Resilient Energy 2.0 Inc. – IESO LT2 Bid – Concession NTR North Part, Part Lot 105 (9608 Carter Road)

**No. 25-406**

**Moved By: Rick Cerna**

**Seconded By: John H. Wilson**

THAT Report No. DS-25-40 entitled “Walker Dairy Resilient Energy 2.0 Inc. – IESO LT2 Bid – Concession NTR North Part, Part Lot 105 (9608 Carter Road)” be received;

AND THAT the Council of the Township of Malahide supports the proposed bid by passing the Municipal Support Resolution as attached to this report.

**Carried**

**BY-LAWS:**

Deputy Mayor Widner disclosed a pecuniary interest with respect to this agenda item. He retired from the meeting and abstained from all discussions and voting on the matter.

**No. 25-407**

**Moved By: Chester Glinski**

**Seconded By: Rick Cerna**

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

- 25-60 – Procedural By-law

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

- 25-52 – Brooks Drain Improvement

**Carried**

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

**COMMITTEE OF THE WHOLE:**

**No. 25-40**

**Moved By: John H. Wilson**

**Seconded By: Sarah Leitch**

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

**Carried**

- PW-25-41 – Recycling Collection from Non-Eligible Sources

**No. 25-4089**

**Moved By: John H. Wilson**

**Seconded By: Rick Cerna**

THAT Report No. PW-25-41 entitled “Recycling Collection from Non-Eligible Sources” be received;

AND THAT the Committee recommend to Council to approve the discontinuance of curbside recycling collection at all Non-Eligible Sources within the Township effective January 1, 2026.

**Carried**

**No. 25-410**

**Moved By: Scott Lewis**

**Seconded By: John H. Wilson**

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

**Carried**

**CORRESPONDENCE ITEMS:****No. 25-41****Moved By: Chester Glinski****Seconded By: Sarah Leitch**

BE IT RESOLVED THAT items 1-6 be received and filed:

1. AMOWatchfile – November 6, 2025 and November 13, 2025
2. Long Point Region Conservation Authority Board of Directors Meeting Minutes – October 1, 2025
3. Ministry of the Environment, Conservation and Parks - Consultation on the proposed boundaries for the regional consolidation of Ontario's conservation authorities
4. Middlesex County - County of Middlesex Official Plan Amendment No. 4 Combined Notice of Public Open House and Public Meeting
5. Township of Edwardsburgh Cardinal - Ontario Community Infrastructure Fund (OCIF)
6. Corporation of the Municipality of Wawa – Rent Protection for Tenants

**Carried**

- Springfield Santa Claus Parade Committee – Road Closure Request December 6, 2025

**No. 25-412****Moved By: John H. Wilson****Seconded By: Mark Widner**

THAT the Springfield Santa Claus Parade Committee be authorized to facilitate the Springfield Santa Claus Parade on Saturday, December 6, 2025, at 1:00 p.m.;

AND THAT a copy of this resolution, along with the necessary insurance and documentation, be forwarded to the County of Elgin.

**Carried****CLOSED SESSION:****No. 25-413****Moved By: Rick Cerna****Seconded By: Scott Lewis**

THAT Council move into Closed Session at 8:33p.m., pursuant to Section 239(2) of the Municipal Act, 2001, as amended, to discuss the following:

- Closed Meeting Minutes – October 16, 2025
- Labour Relations or Employee Negotiations Matters –Employment Contracts (Section 239 (2)(d))

**Carried**

**No. 25-414**

**Moved By: John H. Wilson**

**Seconded By: Mark Widner**

THAT Council move out of Closed Session and reconvene at 9:12p.m.;

AND THAT the October 16, 2025 Closed Meeting Minutes be adopted;

AND THAT staff where given direction and there is nothing further to report.

**Carried**

**CONFIRMATORY BY-LAW:**

**No. 25-415**

**Moved By: Rick Cerna**

**Seconded By: Scott Lewis**

THAT By-law No.25-63, being a Confirmatory By-law, be given first, second and third readings, and be properly signed and sealed.

**Carried**

**ADJOURNMENT:**

**No. 25-416**

**Moved By: Mark Widner**

**Seconded By: Rick Cerna**

THAT Council adjourn its meeting at 9:12 p.m.to meet again on December 4, 2025 at 7:00p.m.

**Carried**

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Mayor – D. Giguère

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Clerk – A. Adams



Kettle Creek  
Conservation Authority

# Proposed Conservation Authorities Transformation

# Provincial Announcement

## The Provincial Government is Proposing to:

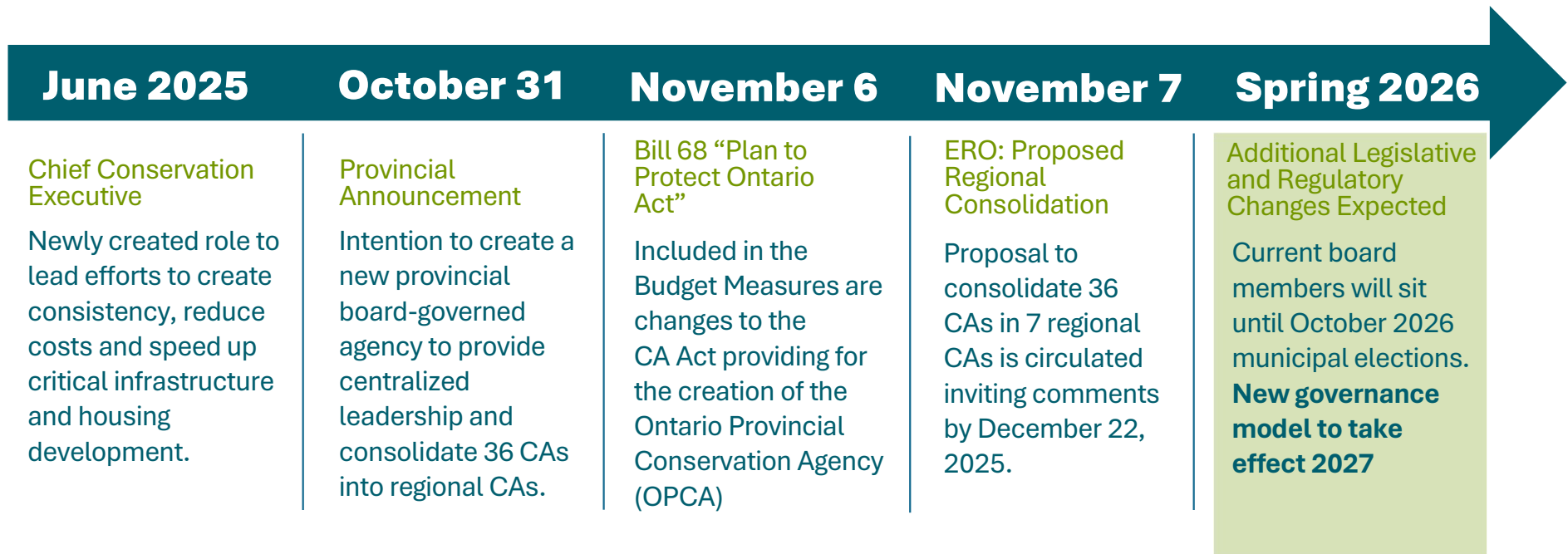
1. Amend the *Conservation Authorities Act* to create a provincial board-governed agency, the Ontario Provincial Conservation Agency, to provide province-wide coordination, shared digital and technical resources, and consistent practices that strengthen – not replace – the work of regional conservation authorities.
2. Consolidating the existing 36 CAs into regional watershed-based CAs. The proposed boundaries would result in 7 regional CAs.

## Provincial Concerns

- Patchwork of standards, service delivery
- Outdated and fragmented systems
- Administrative duplication
- Need for more accountability and transparency

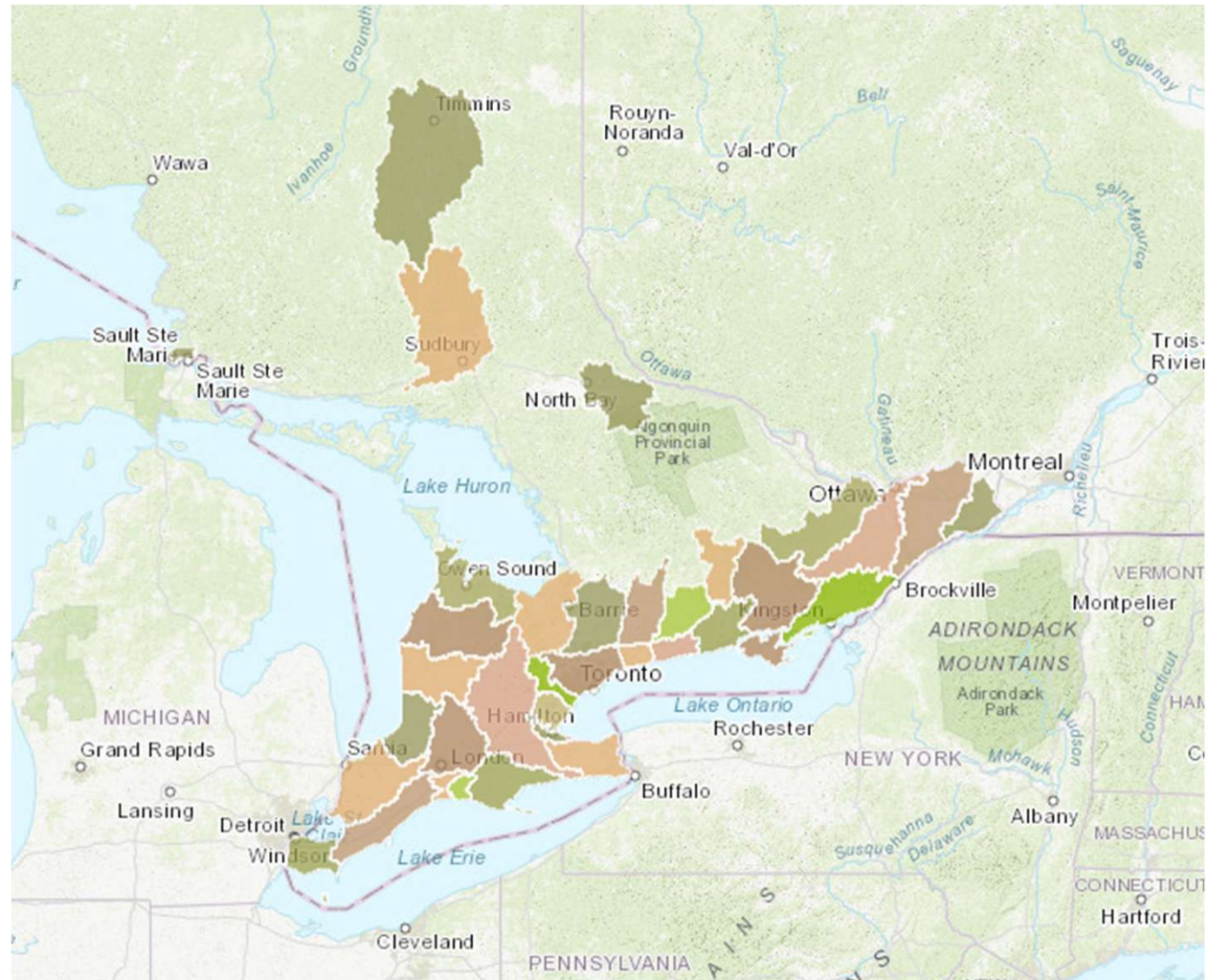


# Provincial Announcement



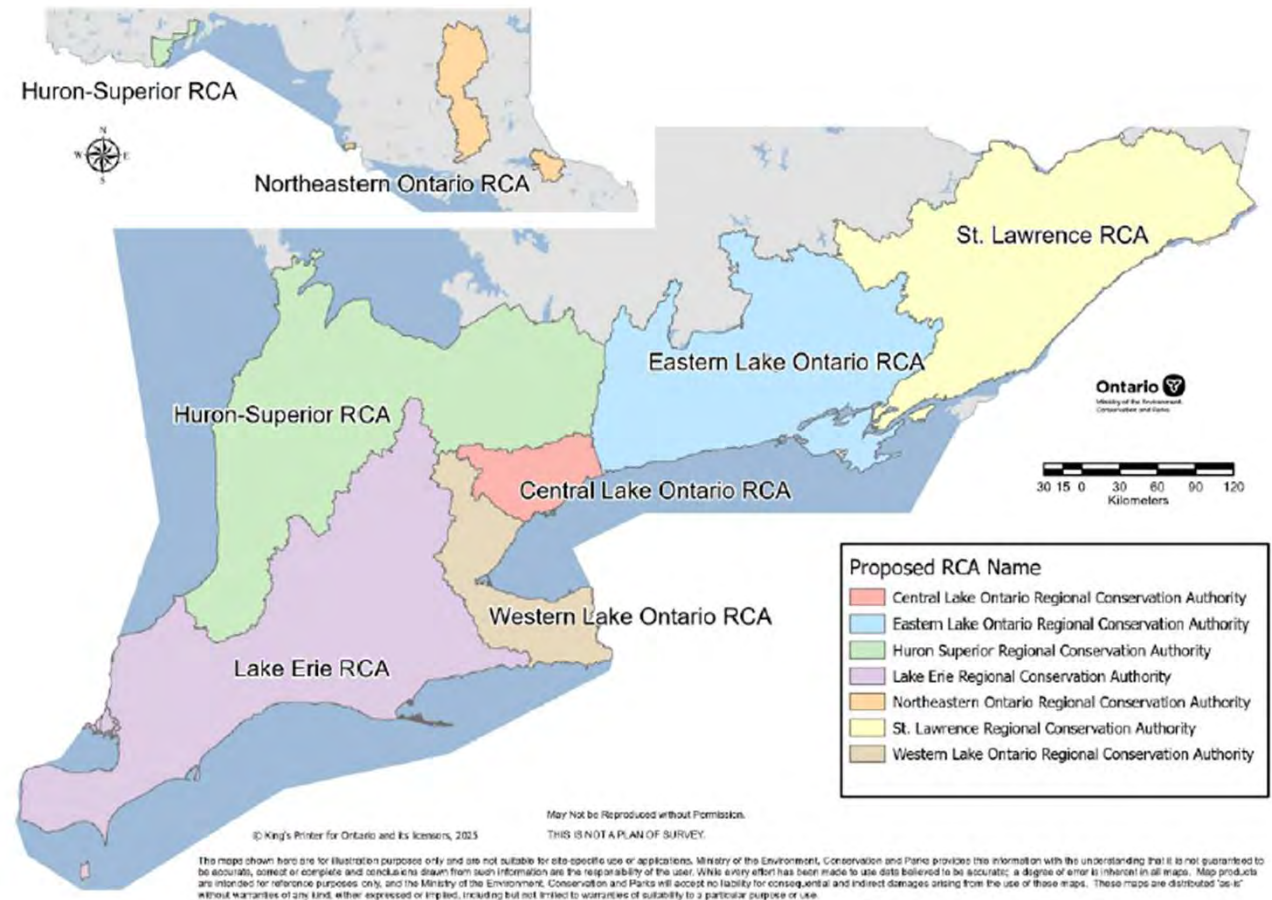
# Current Conservation Authority Map

- 36 CAs are organized on watershed boundaries
- CA Act 1946 was enacted to allow municipalities within a shared watershed the ability to manage natural resources collaboratively
- Uniqueness of CAs is local buy-in, integrated watershed management, grassroots connections and local understanding

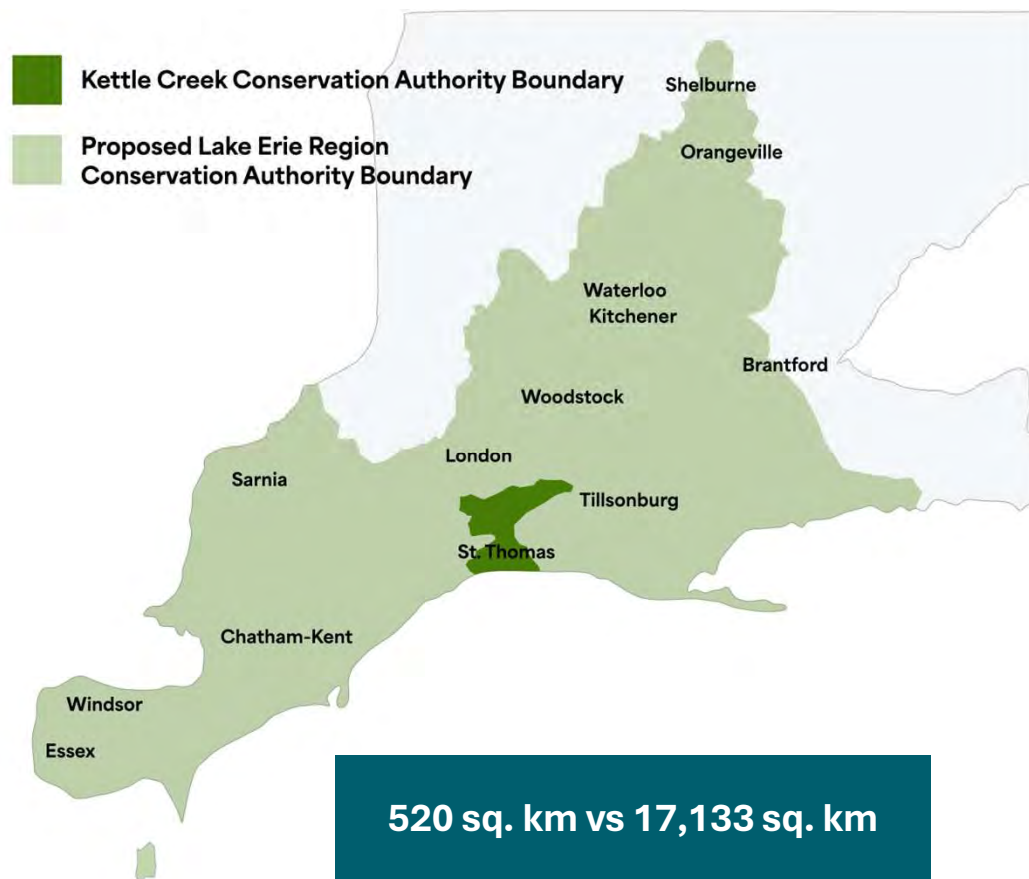


# Proposed 7 Regional Conservation Authorities (RCA)

- Regional watershed based
- Province proposes that they will reduce overlap and administrative duties, balance expertise across CAs and provide service continuity



# Map of Proposed Lake Erie Regional Conservation Authority



## Lake Erie Regional Conservation Authority

Current conservation authorities that would make up the proposed Lake Erie Regional Conservation Authority include:

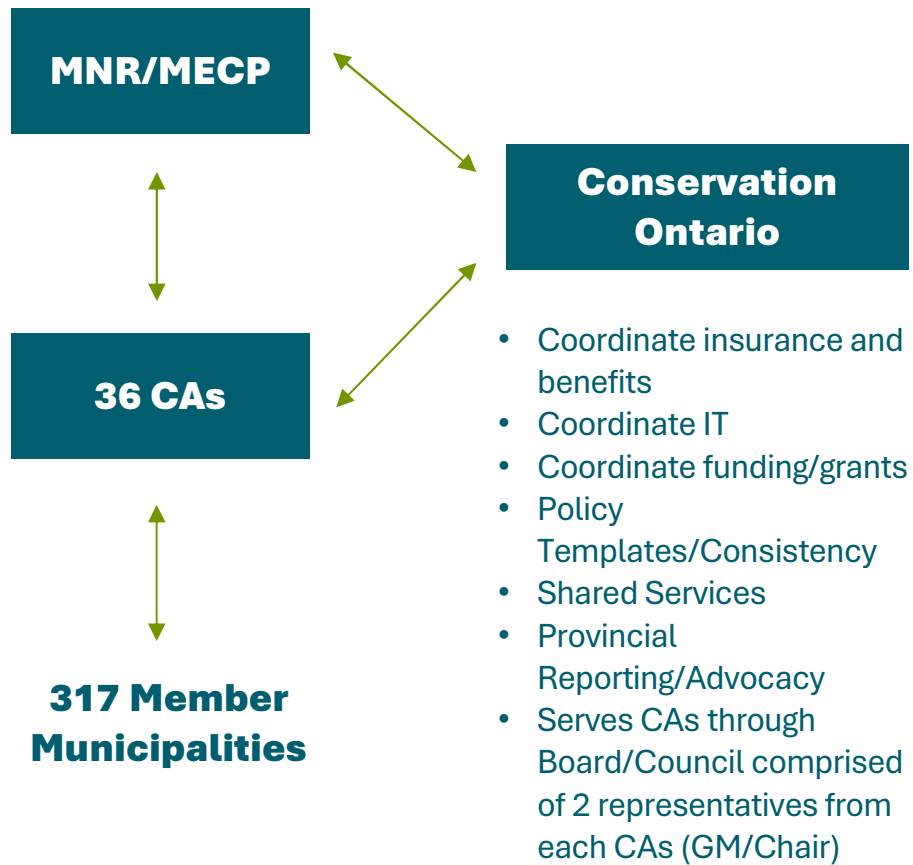
- Essex Region CA
- Lower Thames Valley CA
- St. Clair Region CA
- Upper Thames River CA
- Kettle Creek CA
- Catfish Creek CA
- Long Point Region CA
- Grand River CA

Municipalities that would fall within the proposed Lake Erie Regional Conservation Authority include:

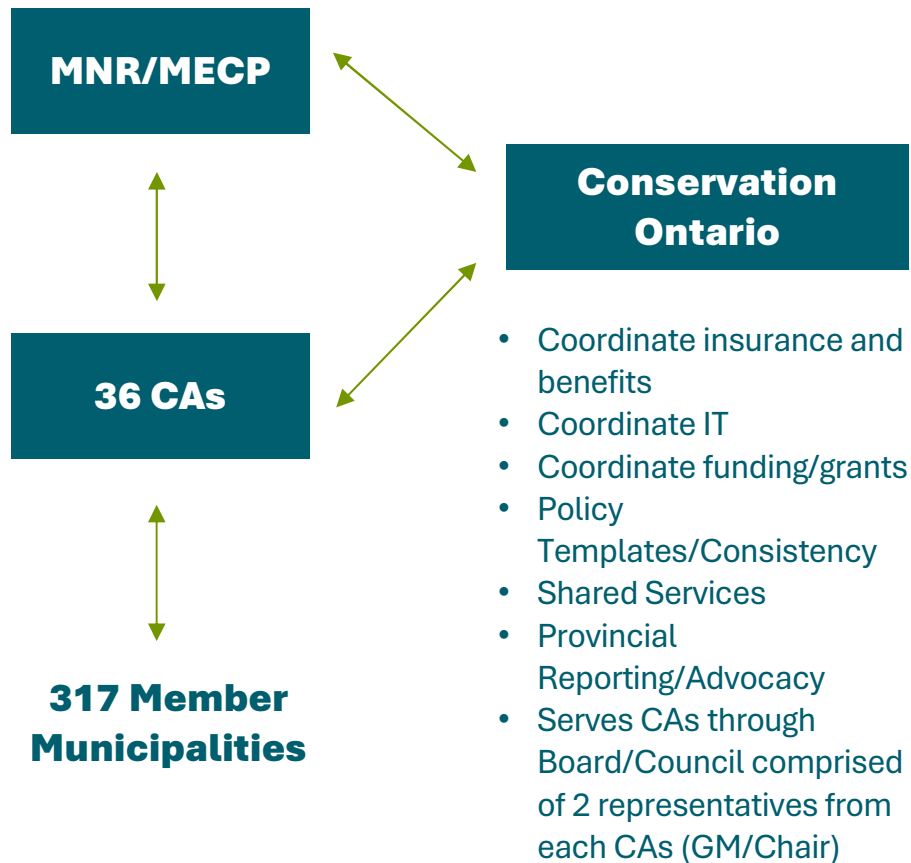
- City of Brantford
- City of Cambridge
- City of Guelph
- City of Hamilton
- City of Kitchener
- City of London
- City of Sarnia
- City of St. Thomas
- City of Stratford
- City of Waterloo
- City of Windsor
- City of Woodstock
- County of Brant
- Haldimand County
- Municipality of Bayham
- Municipality of Brooke-Alvinston
- Municipality of Central Elgin
- Municipality of Chatham-Kent
- Township of East Zorra-Tavistock
- Township of Enniskillen
- Township of Guelph/Eramosa
- Township of Lucan Biddulph
- Township of Malahide
- Township of Mapleton
- Township of Melancthon
- Township of North Dumfries
- Township of Norwich
- Municipality of Dutton/Dunwich
- Municipality of Huron East
- Municipality of Lambton Shores
- Municipality of Leamington
- Municipality of Middlesex Centre
- Municipality of North Perth
- Municipality of South Huron
- Municipality of Southwest Middlesex
- Municipality of Thames Centre
- Municipality of West Elgin
- Municipality of West Perth
- Norfolk County
- Town of Amherstburg
- Town of Aylmer
- Town of Erin
- Town of Essex
- Town of Grand Valley
- Town of Halton Hills
- Township of Pelee
- Township of Perth East
- Township of Perth South
- Township of Puslinch
- Township of Southgate
- Township of South-West Oxford
- Township of Southwold
- Township of St. Clair
- Township of Strathroy-Caradoc
- Town of Ingersoll
- Town of Kingsville
- Town of Lakeshore
- Town of Lasalle
- Town of Milton
- Town of Minto
- Town of Mono
- Town of Petrolia
- Town of Plympton-Wyoming
- Town of St. Marys
- Town of Tecumseh
- Town of Tillsonburg
- Township of Adelaide-Metcalf
- Township of Amaranth
- Township of Blandford-Blenheim
- Township of Centre Wellington
- Township of Dawn-Euphemia
- Township of East Garafraxa
- Township of Warwick
- Township of Wellesley
- Township of Wellington North
- Township of Wilmot
- Township of Woolwich
- Township of Zorra
- Village of Newbury
- Village of Oil Springs
- Village of Point Edward

**7 Municipalities vs  
81 Municipalities**

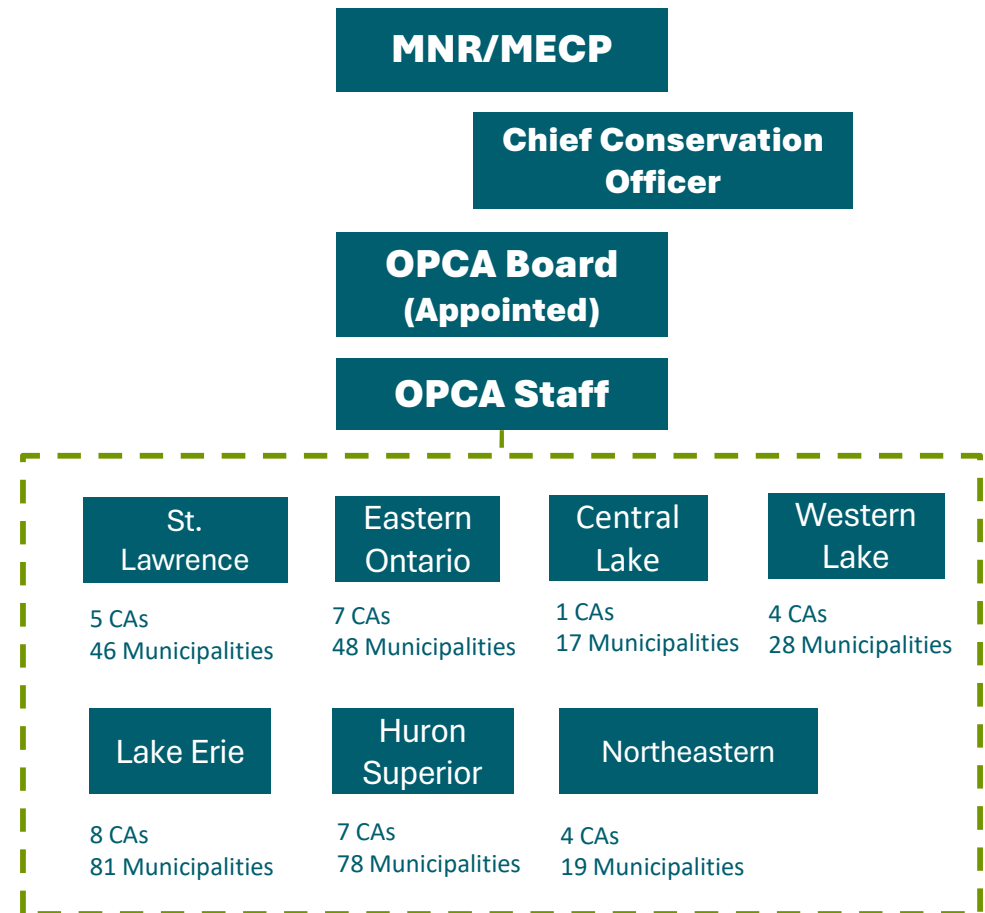
# Existing Framework



## Existing Framework



## Proposed Framework



# Ontario Provincial Conservation Agency

## Objectives

- Oversee the consolidation of CAs into 7 regional CAs
- Promote consistent policies, standards and fees
- Oversee CA governance and operations including municipal funded programs
- Evaluate financial performance
- Guide and evaluate strategic planning to align with provincial objectives
- Support development of standardized and centralized permitting system
- Lead development of digital strategies and shared services
- Support strategic investment including leveraging funding
- Advise the Government

## Funding

- Ministry may provide funding
- Can charge fees
- Can apportion costs to Regional CAs

# Ontario Provincial Conservation Agency

## Governance

- 5-12 members appointed by LGIC
  - Experience in public administration
  - Experience in CA programming
  - Can not be a Member of Parliament
  - May be further outlined in regulations
- Serve a term of up to 3 years to a maximum of 9
- Meet minimum of 4 times per year
- Can issue direction to CAs on KPIs, service standards, procurement, training of members and employee, budgeting, AMPs and strategic plans
- All direction must be approved first by Minister

### Note:

- Municipalities have no guaranteed representation on the OPCA Board
- Unclear how representation will be established on Regional CA Boards

# CA/Municipal Information Session

- This is a “vision” with much left “TBD” through consultation.
- Templates exist for this type of consolidation (i.e. Health Units, municipalities)
- Expert guidance and access to consultants will be provided through OPCA
- All local assets would become assets of new Regional CA
- Regional CA Boards will be in control of transition, timeline and structure of new Regional CAs
- Direction to CAs will commence as soon as Agency is established to ensure smooth transition
- Agency will establish standards, KPIs that will be tied to provincial funding

# Analysis: Mandatory Programs

- 100% of KCCA's permits are issued within the province's legislated timeframe (96% of permits issued within timelines by all 36 CAs)
- Heavily subsidized by municipalities and in some instances self-generated funds
- Consolidation of CAs could slow down progress as resources are directed to consolidation rather than front-line work
- KCCA supports the desire to streamline approvals through consistent policies and e-permitting services – current framework is not preventing this from happening



## Note:

- Need provincial technical guides
- Need consistent flood standard
- Need rural high-speed resources
- Need adequate funding to implement

# **Analysis:**

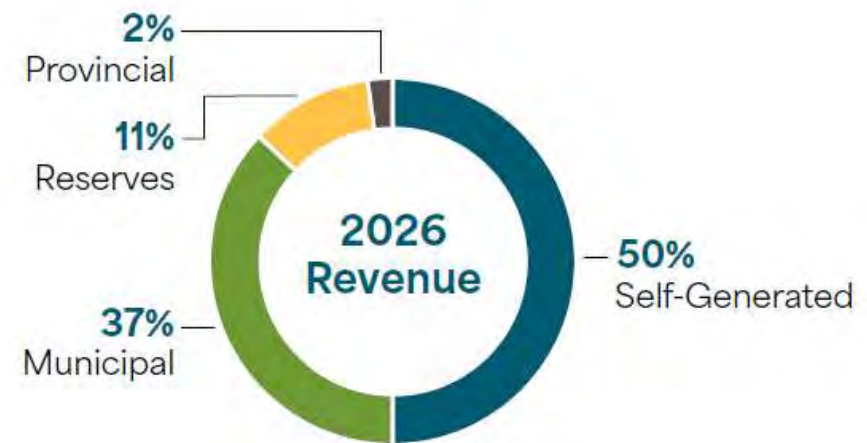
## **Governance/Municipal Representation**

- 81 member municipalities vying for a voice and representation at 1 regional CA Board does not provide enough autonomy to ensure decisions fulfill and protect local interests
- Representation needs to match the significant municipal contributions to the CA program and ensure that rural municipalities have fair representation compared to their urban counterparts
- Risk losing municipal voice in the proposed regional framework



## Analysis: Financial

- KCCA's member municipalities currently fund 37% of KCCA programs and services
- Regional cost-sharing model could unintentionally create inequalities between urban and rural municipality's ability to pay
- OPCA will have the ability to apportion costs to RCAs. How will apportionment be determined?
- No Cost-Benefit Analysis – significant costs for transition (IT, Branding), policy and staffing harmonization
- Financial reserves and funds generated locally should be directed back to the community/property in which they originated



## Analysis: Local Context/Watershed Scale

- Meaningful relationships with municipalities and community partners
- CAs were built on local relationships and face-to-face communications – locally based staff that live and work in the same watershed. “Boots on the ground” are necessary.
- Donations of land, stewardship and employment opportunities are dependent on local connection



# Summary of Key Messages

Modernization without large-scale consolidation is achievable. Standardized policies, technical guides and e-permitting services can cost effectively be implemented with provincial guidance in the existing CA framework.

## What CAN NOT be lost?

- Governance models that allow for local decisions through local municipal representation
- Local offices and existing staffing levels
- Continuation of all local programs and services



**Local watershed management decisions  
in the hands of local decision-makers.**

# Next Steps

## Board Resolution (November 19, 2025)

**KCCA Board of Directors does not support the proposed “Lake Erie Regional Conservation Authority” boundary configuration** outlined in the Environment Registry Notice 02-1257; and the Board instead requests that the Ministry engage directly with affected municipalities and conservation authorities to evaluate a reduced geographic scope for consolidation that better reflects established relationships and enhances cost-efficient delivery of integrated watershed management, grassroots connections and local understanding.

## ERO Comments (December 17, 2025)

Will be considered at the next Full Authority meeting and submitted to the Province.

# Consultation

## Your Voice Matters

ERO Posting #025-1257 on  
Boundaries for Regional Consolidation  
closes **December 22, 2025**

**[ero.ontario.ca/notice/025-1257](https://ero.ontario.ca/notice/025-1257)**



## Discussion Questions

- What do you see as key factors to support a successful transition and outcome of regional conservation authority consolidation?
- What opportunities or benefits may come from a regional conservation authority framework?
- Do you have suggestions for how governance could be structured at the regional conservation authority level, including suggestions around board size, make-up and the municipal representative appointment process?
- Do you have suggestions on how to maintain a transparent and consultative budgeting process across member municipalities within a regional conservation authority?
- How can regional conservation authorities maintain and strengthen relationships with local communities and stakeholders?



**REPORT NO. FIN-25-21**

**TO:** Mayor & Members of Council  
**DEPARTMENT:** Corporate & Financial Services  
**MEETING DATE:** December 4, 2025  
**SUBJECT:** **APPLICATIONS FOR ASSESSMENT ADJUSTMENTS UNDER SECTION 357 & SECTION 358 OF THE MUNICIPAL ACT, 2001**

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**RECOMMENDATION:**

THAT Report No. FIN-25-21 entitled “Applications for Assessment Adjustments under Section 357 & 358 of the Municipal Act, 2001” be received;

AND THAT, pursuant to Section 357 (a) and (d) of the Municipal Act, 2001, the Township’s Treasurer be authorized to amend the Township’s tax collection roll for the amount of \$13,337.42.

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**PURPOSE & BACKGROUND:**

The purpose of this report is to present tax adjustment applications received under the Municipal Act, 2001, for Council consideration and to authorize the Treasurer to adjust the tax roll for qualifying properties.

Sections 357 and 358 of the Municipal Act, 2001 allow municipalities to reduce, cancel, or refund property taxes in specific circumstances. In accordance with the Act, Notices of Hearing for the properties listed in Schedule A were issued to all applicants not less than fourteen days prior to the December 4, 2025, hearing date.

All applications received by the Township were forwarded to the Municipal Property Assessment Corporation for technical review. Each application is returned with either a recommendation supporting a tax adjustment or with no recommendation, which results in no adjustment being applied.

**Section 357, In-Year Property Changes**

Section 357 applies to tax adjustments caused by changes that occur during the same taxation year. Eligible circumstances include, but are not limited to:

- Reclassification to a lower tax class
- Property becoming vacant, excess, or exempt
- Fire, demolition, or major damage rendering a building unusable
- Removal of a mobile unit
- Major clerical or typographical taxation errors
- Certain cases of extreme hardship
- Substantial disruption due to long-term repairs or renovations

Applications under this section must be submitted to the Treasurer by the last day of February following the applicable taxation year.

### **Section 358, Assessment Roll Errors from Prior Years**

Section 358 applies to factual errors made by MPAC in preparing the assessment roll. These errors may include clerical mistakes, typographical errors, or transposed figures, but do not include valuation judgment errors.

This section permits tax adjustments for one or both of the two taxation years preceding the year of application. Applications must be submitted between March 1 and December 31 of the year in which the application is made.

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### **COMMENTS & ANALYSIS:**

The applications presented in Schedule A have been reviewed by MPAC and meet the statutory requirements of Section 357 of the Municipal Act. The eligible properties qualify for tax relief due to circumstances, including fire or structural damage that rendered the buildings substantially unusable during the taxation year.

All applications were filed within legislated deadlines and have been processed in compliance with statutory notice and review requirements. The chart contained in Schedule A identifies:

- The assessment roll number for each property
- The statutory reason for the adjustment
- The calculated tax reduction

<b>Schedule A - Section 357 &amp; 358 Applications</b>					
Roll #	Type	Address	Reason for Application	Property Tax Reductions	
				Township	Total
3408-000-020-07701	Res	51455 Calton Line	Gross/Manifest Error (residence)	3,493.07	7,303.92
3408-000-040-14100	Res/Farm	49262 College Line	Remove barns razed by fire	118.21	246.70
3408-014-010-21200	Com/Farm	9013 Pigram Line	Commercial removed, tax class changed to farm	1,268.58	3,343.32
3408-014-010-02500	Com	15515 Putnam Line	Demolish structure	493.55	1,264.87
3408-000-001-27500	Res	3136 Hale St	Demolish Structure	337.19	697.72
3408-000-020-20703	Ind/ Res	52633 John Wise Line	Industrial removed, tax class change to Res	974.83	2,602.79
3408-000-020-19700	Res/Farm	52092 Calton Line	Removed demolished house/garage	1,095.95	2,300.72
3408-000-001-03000	Res	49272 Shalom Dr	House damaged by fire	61.78	127.39
3408-000-001-13002	Com/Ind/Farm/Res	48995 Jamestown Line	Removal of industrial resulting in tax class change, increase assessment	-1,787.72	-4,550.01
				\$6,055.44	\$13,337.42

### **FINANCIAL IMPLICATIONS:**

The Township annually budgets for property tax adjustments arising from assessment appeals and other adjustments authorized under Sections 357 and 358 of the Municipal Act, 2001.

The approved 2025 property tax adjustment budget is \$102,500, of which \$92,262 has been utilized to date. The total tax reduction associated with the current applications is \$13,337.42, of which \$6,055.44 represents the Township's share. The remaining balance is attributable to the County and Education portions.

Approval of these applications results in the Township remaining within its approved 2025 tax adjustment budget.

**Prepared by:** T. Hoover, Tax Collector/Assitant Treasurer

**Approved by:** N. Dias, Chief Administrative Officer



**REPORT NO. FIN-25-22**

**TO:** Mayor & Members of Council  
**DEPARTMENT:** Corporate & Financial Services  
**MEETING DATE:** December 4, 2025  
**SUBJECT:** **2025 Comparative Analysis of Property Tax Rates in Elgin County**

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**RECOMMENDATION:**

THAT Report No. FIN-25-22 entitled “2025 Comparative Analysis of Property Tax Rates within Elgin County” be received for information.

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**PURPOSE & BACKGROUND:**

The purpose of this report is to help Council and residents understand how Malahide’s 2025 residential municipal property taxes compare with other municipalities in Elgin County, using simple, real-dollar examples instead of technical tax formulas.

Two different comparisons are provided because tax rate comparisons alone can be misleading:

- A comparison based on each municipality’s own average home value
  - A comparison based on the same average home value across all municipalities to ensure a fair comparison
- 

**COMMENTS & ANALYSIS:**

**HOW PROPERTY TAX WORKS**

Every property tax bill includes three separate parts:

1. The Municipal portion, used to fund local services such as roads, fire protection, parks, planning, and administration
2. The County portion, which funds services delivered by Elgin County
3. The Education portion, which funds schools through the Province

This report looks only at the municipal portion, because that is the only portion Council directly controls.

The basic formula is:

$$\text{Municipal Property Tax} = \text{Home Value} \times \text{Municipal Tax Rate}$$

**TABLE 1**  
**What Residents Pay Based on Each Municipality's Own Average Home Value**

This table answers the question:

“What does the average homeowner typically pay in each community for municipal services, based on local home values?”

Municipality	2025 Average OPTA* Residential Assessment	2025 Lower Tier Residential Tax Rate	Estimated Municipal Tax on an Average Home
Bayham	\$216,000	0.00816453	\$1,763.54
Malahide	<b>\$265,000</b>	<b>0.00797976</b>	<b>\$2,114.64</b>
Aylmer	\$204,000	0.00977095	\$1,993.27
Central Elgin	\$278,000	0.00835969	\$2,323.99
Southwold	\$282,000	0.00584497	\$1,648.28
Dutton Dunwich	\$219,000	0.01089212	\$2,385.37
West Elgin	\$163,000	0.00701710	\$1,143.79

\* The OPTA (Ontario Property Tax Analysis) is a provincial financial analysis tool that uses MPAC assessment data to calculate average property values for tax planning and comparison purposes across Ontario municipalities. Residential home values as of January 1, 2016, are still being used for 2025 taxation and comparison purposes, as the Province has not confirmed a new reassessment year at this time.

What This Shows:

- Malahide homeowners generally live in higher-value homes than in many neighbouring communities.
- Because home values are higher, the average municipal tax bill appears higher, even though the actual tax rate is moderate.
- Southwold and West Elgin appear lower mainly because of lower tax rates and different assessment structures, not necessarily because services cost less.

**TABLE 2**

### What Everyone Would Pay If the Same Home Existed in Every Municipality

To make a fair comparison, this table assumes the same average home value across all municipalities, using the Elgin County wide average residential assessment of:

\$232,428

This answers the question:

“If the exact same home sat in every municipality, where would the municipal tax bill be highest and lowest?”

<b>Municipality</b>	<b>Municipal Tax on a \$232,428 Home</b>
<b>Bayham</b>	\$1,897.67
<b>Malahide</b>	<b>\$1,854.72</b>
<b>Aylmer</b>	\$2,271.04
<b>Central Elgin</b>	\$1,943.03
<b>Southwold</b>	\$1,358.53
<b>Dutton Dunwich</b>	\$2,531.63
<b>West Elgin</b>	\$1,630.97

What This Shows:

- Malahide’s municipal tax rate is in the middle of the range within Elgin County.

Using the same home value:

- Malahide is lower than Aylmer and Dutton Dunwich
- Slightly lower than Bayham and Central Elgin
- Higher than Southwold and West Elgin
- This confirms that Malahide’s municipal tax level is moderate and competitive, not high.

## **IMPORTANT CONTEXT FOR READERS**

### **Why Tax Rate Comparisons Do Not Tell the Full Story**

While tax comparisons are useful, they do not reflect everything that affects what residents receive for their tax dollars. Several important factors influence municipal tax rates and tax bills:

#### **1. Different Community Needs & Service Levels**

Not all municipalities have the same community needs or provide the same level of services. Some operate multiple fire stations, large recreation facilities, and extensive sidewalk and park systems. Rural municipalities like Malahide maintain large rural road networks over long distances, which are expensive to operate and maintain.

#### **2. Different Debt Levels**

Some communities carry long term debt for such items as:

- Arenas and community centres
- Water and wastewater systems
- Major road projects

Higher debt requires higher annual repayments, which can affect tax requirements.

#### **3. Different Property and Tax Class Mix**

Municipalities are funded by different mixes of:

- Residential properties
- Commercial and industrial properties
- Farms and managed forest lands

Communities with more commercial and industrial tax base can often keep residential taxes lower. Rural municipalities with large farmland assessment have a different balance.

#### **4. Different Growth Pressures**

Fast growing municipalities must fund new infrastructure and services. Slower growth municipalities focus more on maintaining existing assets.

#### **5. Different Historical Budget Decisions**

Over many years, Councils make different choices about staffing levels, reinvestment in infrastructure, reserve funding, and service expansion. These choices all affect today's tax rates.

**KEY TAKEAWAYS FOR MALAHIDE RESIDENTS**

- Malahide homeowners generally live in higher value homes
- Malahide's municipal tax rate is moderate, not among the highest
- When the same home value is used everywhere, Malahide sits clearly in the middle
- Differences in tax bills across Elgin County are influenced by service levels, debt, property mix, and infrastructure needs, not tax rates alone

A lower tax rate does not always mean a better deal, and a higher tax rate does not always mean inefficiency. Every community is built differently, provides different services, and pays for infrastructure in different ways. Tax comparisons are helpful, but they should always be viewed alongside service levels, infrastructure needs, debt, and the mix of properties in each municipality.

**Prepared by:** T. Hoover, Tax Collector/Assitant Treasurer

**Approved by:** N. Dias, Chief Administrative Officer



**REPORT NO. FIN-25-23**

**TO:** Mayor & Members of Council  
**DEPARTMENT:** Corporate & Financial Services  
**MEETING DATE:** December 4, 2025  
**SUBJECT: TEMPORARY BORROWING BY-LAW**

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**RECOMMENDATION:**

THAT Report No. FIN-25-23 entitled "Temporary Borrowing By-law" be received;

AND THAT By-Law # 25-64 be given a first, second and third reading.

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**PURPOSE & BACKGROUND:**

Section 407 of the *Municipal Act, 2001*, as amended, provides authority for a Council by by-law to authorize the Head of Council or the Treasurer (or both) to borrow from time to time, such sums as the Council considers necessary to meet, until taxes are collected and other revenues are received, the expenses of the municipality for the year.

The lender(s) from whom amounts may be borrowed under the authority of the Temporary Borrowing By-law shall be Royal Bank of Canada and such other lender(s) as may be determined from time to time by the by-law of Council.

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**FINANCIAL IMPLICATIONS:**

The Township typically maintains cash flow sufficient to fund its operating activities; therefore, no financial implications of approving this by-law are expected. In the event of an emergency requiring additional funds, approval of an interim by-law allows the Treasurer to obtain temporary financing, rather than calling a special meeting of Council to obtain approval.

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**ATTACHMENTS:**

1. By-law 25-64

**Prepared by:** T. Hoover, Tax Collector/Assitant Treasurer

**Approved by:** N. Dias, Chief Administrative Officer

## THE CORPORATION OF THE TOWNSHIP OF MALAHIDE

### BY-LAW NO. 25-64

Being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2026.

**WHEREAS** Section 407 of the *Municipal Act, 2001*, as amended, provides authority for a Council by by-law to authorize the Head of Council or the Treasurer or both of them to borrow from time to time, such sums as the Council considers necessary to meet, until taxes are collected and other revenues are received, the expenses of the municipality for the year, whether or not they are expenses for the year, that the municipality requires in the year;

**AND WHEREAS** the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Municipal Board, is limited by Section 407 of the *Municipal Act, 2001*;

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

1. The Head of Council or the Treasurer or both of them are hereby authorized to borrow from time to time during the fiscal year (hereinafter referred to as the current year), until the taxes are collected and other revenues are received, such sums as may be necessary to meet the expenses of the municipality for the year and of the amounts, whether or not they are expenses for the year, that the municipality requires in the year for:
  - a. reserve, sinking and retirement funds;
  - b. principal and interest due on any debt of the municipality;
  - c. school purposes;
  - d. other purposes the municipality is required by law to provide for; and
  - e. the amount of principal and interest payable by a person or municipality primarily liable for a debt, if the municipality has guaranteed the debt and the debt is in default.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be **Royal Bank of Canada** and such other lender(s) as may be determined from time to time by by-law of Council.
3. Except with the approval of the Local Planning Appeal Tribunal, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed

and accrued interest shall not exceed:

- a. from January 1 to September 30 of the current year, 50 percent of the total estimated revenues of the Municipality as set out in the budget adopted for the current year, and
  - b. from October 1 to December 31 of the current year, 25 percent of the total of the estimated revenues of the Municipality as set out in the budget adopted for the current year,
4. The Treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the *Municipal Act* that have not been repaid.
  5. If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the limitations as set out in Section 3 of this by-law, shall be calculated for the time being upon the estimated revenues of the Municipality as set forth in the estimates adopted for the next preceding year, less all revenues received for and on account of the current year.
  6. If the budget for the current year has been not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimated revenues of the Municipality as set forth in the budget adopted for the current year and the nature and amount of the revenues received for and on account of the current year.
  7. For purposes of this by-law the estimated revenues referred to in section 3,4, and 5 do not include revenues derivable or derived from, a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.
  8. The Treasurer be and is hereby authorized and directed to apply in payment of all or, any sums borrowed under this by-law, together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and previous years or from any other source, that may be lawfully applied for such purpose.
  9. Evidences of indebtedness in respect of borrowings made under section 1 shall be signed by the head of the council or conform to the treasurer or both of them.

10. The Bank shall not be responsible for establishing the necessity of temporary borrowing under this by-law or the manner in which the borrowing is used.
11. This by-law shall take effect on the day of passing and may be cited as the “2026 Temporary Borrowing By-law”.

**READ a FIRST and SECOND** time this 4<sup>th</sup> day of December, 2025

**READ a THIRD** time and **FINALLY PASSED** this 4<sup>th</sup> day of December, 2025.

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Mayor - D. Giguère

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Clerk – A. Adams



**REPORT NO. PW- 25-40**

**TO:** Mayor & Members of Council  
**DEPARTMENT:** Public Works  
**MEETING DATE:** December 4, 2025  
**SUBJECT:** Off Road Vehicle By-law Renewal

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**RECOMMENDATION:**

THAT Report No. PW-25-40 entitled “ Off Road Vehicle By-law Renewal” be received;

AND THAT Council approve the attached Off Road Vehicle By-law;

AND FURTHER THAT the Mayor and Clerk be authorized to execute a Recognized Agency Agreement with the Talbot Trail ATV Club for the purpose of ensuring continued compliance with Malahide’s Off-Road Vehicles By-law.

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**PURPOSE & BACKGROUND:**

The Township's current Off-Road Vehicle by-law (17-51, as amended) is set to expire at the end of 2025. This by-law restricts the use of off-road vehicles (ORV’s) in Malahide to specific segments of roadway for the purpose of extending the trail network of organized clubs, who must comply with the terms of the by-law.

Only members of a Recognized Agency are permitted to operate ORV’s on the designated road segments. To become a Recognized Agency, the organization must meet the requirements established in the by-law, which includes having an agreement in place with the Township.

Among other things, the agreement permits members in good-standing of the Recognized Agency to utilize the municipal right of way subject to:

- requiring all members to sign the appropriate waiver of liability
- providing all members with the appropriate training on the *Off-Road Vehicles Act, Ontario Regulation 316/03 of the Highway Traffic Act, and Malahide’s Off-Road Vehicles By-Law.*
- ensuring trail passes are issued to persons who are appropriately licensed and insured

The by-law and Recognized Agency Agreement attached to this report remain in the format originally developed for this purpose. No substantial changes have been made or are required. This new by-law simply provides for a consolidation of the original by-

law and the numerous amending by-laws, as well as extension of the By-Law until December 31, 2030.

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### **COMMENTS & ANALYSIS:**

There is currently one Recognized Agency in the Township – the Talbot Trail ATV Club. In order to ensure continued compliance with Malahide’s Off-Road Vehicle By-Law, a new Recognized Agency Agreement between the Talbot Trail ATV Club and Township is required.

To date, there have been no concerns brought forward with respect to the Talbot Trail ATV Club’s use of the township road allowances. As such, staff are supportive of renewing their status as a Recognized Agency under the Off-Road Vehicles By-Law until December 31, 2030.

Any new requests for modification to the approved Designated Highways, or for the establishment of a new Recognized Agency will be brought forward to Council for approval, along with the required by-law amendments.

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### **FINANCIAL IMPLICATIONS:**

There are no direct financial implications associated with the approval of this by-law.

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### **LINK TO STRATEGIC & OPERATIONAL PLANS:**

This policy relates to the following priorities identified in the Township’s Strategic Plan:

- providing affordable cultural and recreational activities aligned with community needs
- being flexible and solution-oriented
- establishing, documenting and implementing service levels

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### **CONSULTATION:**

- Manager of Roads & Construction
- Manager of Legislative Services / Clerk

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### **ATTACHMENTS:**

1. Draft Off Road Vehicle By-Law
  2. Recognized Agency Agreement with Talbot Trail ATV Club
  3. Map of authorized sections
- 

**Prepared by:** J. Godby, Director of Public Works

**Approved by:** N. Dias, Chief Administrative Officer

**THE CORPORATION OF THE TOWNSHIP OF MALAHIDE****BY-LAW NO. 25-61**

Being a By-law to regulate the Use of Off-Road Vehicles in the Township of Malahide.

**WHEREAS** the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8, as amended, section 191.8(1), provides that no person shall drive an off-road vehicle on a highway except in accordance with the Highway Traffic Act regulations and any applicable Municipal By-law;

**AND WHEREAS** the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8, as amended, section 191.8(3) provides that the Council of a municipality may pass a by-law permitting the operation of off-road vehicles on any highway within the municipality that is under the jurisdiction of the municipality, or on any part or parts of such highway and during specified months or hours;

**AND WHEREAS** members of the community have requested that the operation of off-road vehicles be permitted on certain highways within the Township of Malahide which connect various parts of trail routes used by recreational off-road vehicle users;

**AND WHEREAS** the Council of The Corporation of the Township of Malahide deems it advisable to permit the operation of off-road vehicles on specified highways under the jurisdiction of the Township of Malahide as described in this by-law;

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

**1.     SHORT TITLE**

This By-law may be referred to as the "Off-Road Vehicle By-law".

**2.     DEFINITIONS**

In this By-law,

- 2.1 "Approved Trail Route" means a trail or system of trails maintained by a Recognized Agency for use by Off-road Vehicles, and excludes a highway or a portion thereof.
- 2.2 "Designated Highway" means a highway, or a part of a highway, set out in Schedule "A" to this By-law.

- 2.3 “Director” means the Director of Public Works for The Corporation of the Township of Malahide.
- 2.4 “Off-road Vehicle” means any of:
- (a) An all-terrain vehicle, as defined in O. Reg. 316/03;
  - (b) A multi-purpose off-highway utility vehicle, as defined in O. Reg. 316/03;
  - (c) A recreational off-highway vehicle, as defined in O. Reg. 316/03;
  - (d) An extreme terrain vehicle, as defined in O. Reg. 316/03;
  - (e) An off-road motorcycle, as defined in O. Reg. 316/03; or
  - (f) An off-road vehicle, as defined in O. Reg. 316/03.
- 2.5 “O. Reg. 316/03” means Ontario Regulation 316/03, Operation of Off-Road Vehicles on Highways made under the Highway Traffic Act, R.S.O. 1990, Chapter H8, as amended, or any successor legislation or regulation.
- 2.6 “Operate” means to have care and control of an Off-road Vehicle.
- 2.7 “Peace officer” means either a police officer or a municipal law enforcement officer appointed by Council of the Corporation of The Township of Malahide.
- 2.8 “Recognized Agency” means a corporation, organization, association, users’ group or individual which has entered into a written agreement with the Township in accordance with section 4 of this By-law.
- 2.9 “Township” means either the Corporation of The Township of Malahide, or the geographic Township of Malahide, as context dictates.

### **3. AUTHORITY**

Any Peace Officer may enforce any provision of this By-law and may perform any action authorized by this By-law, other than a power specifically delegated to the Director.

### **4. RECOGNIZED AGENCIES**

The Mayor and Clerk is authorized to enter into a written agreement on the terms set out in Schedule “B” hereto with any corporation, organization, association, users’ group or individual who wishes to operate, maintain or use a trail system for Off-road Vehicle use in the Township and who meets the Director’s reasonable requirements.

## 5. **SIGNS**

The Township shall erect and maintain signage clearly indicating the beginning and end of every Designated Highway. The full cost of the purchase, installation and maintenance of said signage shall be the responsibility of the associated Recognized Agency.

## 6. **USE OF HIGHWAYS**

- (a) No person shall operate an Off-road Vehicle on any highway within the Township other than a Designated Highway.
- (b) No person shall operate an Off-road Vehicle on any highway within the Township unless they are a member in good standing with a Recognized Agency and have signed a waiver of liability in the form of Schedule "C" to this By-law.
- (c) Off-road Vehicles may be operated on Designated Highways, provided that every operator and passenger complies with every applicable provision of this By-law, the *Highway Traffic Act*, the *Off-Road Vehicles Act*, and O. Reg. 316/03, at all times.
- (d) No person shall operate an Off-road Vehicle on a highway within the Township between the time one half-hour before sunset and the time one half-hour after sunrise the following day.
- (e) Off-road Vehicles may be operated on a year-round basis on a highway within the Township, as identified in Schedule "A" of this By-law, as amended.
- (f) The Director is authorized to temporarily prohibit the operation of an Off-road Vehicle on any municipal highway if such prohibition is, in the opinion of the Director, necessary for the protection of highways within the Township.
- (g) If the Director prohibits the operation of Off-road Vehicle's from being operated on a highway, then he or she shall post a Notice to this effect on the Township's website and shall alert every Recognized Agency of same via email or any other convenient method of notification.
- (h) When a Notice has been posted by the Director in accordance with subsection 6(f), no person shall operate an Off-road Vehicle within the Township between the dates specified in the Notice.
- (i) No person shall operate an Off-road Vehicle upon a sidewalk, walkway, walking trail, boulevard, bicycle lane, or any other area designed primarily for use by pedestrians or non-motorized vehicles.

## **7. OFF-ROAD USE**

- (a) No person shall operate an Off-road Vehicle on any municipal property in the Township, other than a Designated Highway.
- (b) No person shall operate an Off-road Vehicle upon any private property in the Township unless:
  - i. The person is an owner or occupant of the property;
  - ii. The person has written permission from the owner; or
  - iii. The person is a member in good standing of a Recognized Agency and is on an Approved Trail Route.
- (c) No Off-road Vehicle shall be driven at a rate of speed greater than 50 kilometers per hour on any trail or highway in the Township.

## **8. GENERAL**

- (a) An operator of an Off-road Vehicle shall not sound any bell, horn or other signalling device so as to make an unreasonable noise, and the driver of any Off-road Vehicle shall not permit any unreasonable amount of smoke to escape from the Off-road Vehicle, nor shall the driver at any time cause or permit the Off-road Vehicle to make any unnecessary noise.
- (b) No person shall operate an Off-road Vehicle in such a manner as to cause damage to public or private property.
- (c) No person shall operate an Off-road Vehicle in such a manner as to create a nuisance by the method or frequency of operation.

## **9. OFFENCES AND PENALTY**

- (a) No person shall hinder, obstruct, or interfere with a Peace Officer or other duly appointed person in the lawful execution of his or her duties under this By-law.
- (b) No person shall fail to stop when directed to do so by a Peace Officer.
- (c) No person shall fail to identify himself or herself when directed to do so by a Peace Officer.
- (d) Any person who contravenes any provision of this By-law is guilty of an offence and is subject to a penalty as provided for in the *Provincial Offences Act*, RSO 1990, c. P.33.

**10. SCHEDULES**

Schedules "A", "B", and "C", attached hereto, are hereby incorporated and form part of this By-law.

**11. TERM OF BY-LAW**

- (a) This By-law shall come into force and effect upon the final passing thereof.
- (b) This By-law shall cease to be in force on December 31, 2030.
- (c) THAT any other by-laws or provisions in other by-laws found to be inconsistent with this By-law are hereby deemed to be repealed.
- (d) THAT this By-law shall come into force and take effect on the final passing thereof.

**READ** a **FIRST** and **SECOND** time this 4<sup>th</sup> day of December, 2025.

**READ** a **THIRD** time and **FINALLY PASSED** this 4<sup>th</sup> day of December, 2025.

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Mayor, D. Giguère

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Clerk, A. Adams

**SCHEDULE “A”****Designated Highways**

<b>HIGHWAY</b>	<b>FROM</b>	<b>TO</b>
Anger Road	John Wise Line	Chalet Line
Chalet Line	Anger Road	Walker Road
John Wise Line	500 meters east of Springfield Road	200 meters east of Anger Road
Sawmill Road	Nova Scotia Line	John Wise Line
Vienna Line	Sawmill Road (south of Vienna Line)	Sawmill Road (north of Vienna Line)
Vienna Line	Sawmill Road (north of Vienna Line)	1400 meters east of Sawmill Road
Walker Road	Chalet Line	145 meters south of Highway 3

**SCHEDULE "B"****Recognized Agency Agreement**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF MALAHIDE  
(hereinafter referred to as the "Township")

OF THE FIRST PART

- and -

[INSERT]

(hereinafter referred to as the "Agency")

OF THE SECOND PART

**WHEREAS** the Agency has established a series of trail routes for use by off-road vehicles in the Township of Malahide;

**AND WHEREAS** the Agency represents and warrants that it has the permission of all owners of the land over which the trail route runs;

**AND WHEREAS** the Township has passed By-law No \_\_\_\_\_ (the By-law), which permits the use of off-road vehicles upon certain highways within the Township, subject to terms and conditions as set out in the By-law;

**AND WHEREAS** the Agency acknowledges that operation of off-road vehicles on highways is an inherently dangerous activity and that its members bear their own risk if they choose to ride on the highway;

**AND WHEREAS** the Township and the Agency wish to enter into an agreement to ensure that the use of off-road vehicles within the Township is orderly and lawful;

**NOW THEREFORE** this Agreement witnesseth that in consideration of the permission granted by the Township to the Agency, the sum of TWO DOLLARS (\$2.00) of lawful money of Canada now paid by the Agency to the Township, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree and covenant as follows:

1. The Township and the Agency agree that the above recitals are true.

**DEFINITIONS:**

2. All words used in this Agreement shall have identical meanings here as in the By-law.

### **TOWNSHIP'S RESPONSIBILITIES:**

3. The Township shall permit the Agency to operate a system of trail routes for off-road vehicle use within the Township in accordance with the By-law.

### **AGENCY'S RESPONSIBILITIES:**

4. The Agency shall:
  - a) Require all its members to sign a waiver of liability in the form of Schedule "C" to the By-law prior to operating an off-road vehicle on a highway;
  - b) Provide its membership with training regarding the applicable laws and regulations, including the *Off-Road Vehicles Act*, the *Highway Traffic Act*, O. Reg. 316/03, and the By-law;
  - c) Refuse or revoke the trail pass of any person who:
    - i. Is not properly licenced and insured; or,
    - ii. Violates the provisions of any applicable law or regulation, including the By-law, while operating on a highway; and,
  - d) Promptly reimburse the Township for any and all costs incurred by the Township as a result of this Agreement, including any increased maintenance costs as a result of the operation of off-road vehicles upon the Designated Highways when provided with a detailed invoice for such costs by the Township;
5. In the event that the Director issues a Notice in accordance with section 6(f) of the By-law, the Agency, in addition to posting the Notice on its website, shall forthwith disseminate the Notice to its membership.

### **INSURANCE:**

6. The Agency shall arrange for, obtain, and maintain, at its expense, insurance in accordance with the following:
  - a) The policy or policies will include comprehensive general liability coverage subject to limits of not less than five million dollars (\$5,000,000) per occurrence for personal injury, including death, and damage to property, including loss of use thereof and such policy or policies shall name the Township as an additional insured;

- b) The insurance policy or policies shall be in full force and effect for the Term of this Agreement;
  - c) A Certificate of Insurance evidencing the insurance coverage required shall be provided by the Agency to the Township prior to the Township signing the Agreement and thereafter promptly on the insurance renewal date; and,
  - d) The insurance premium for the insurance required herein shall be prepaid for a period of not less than one (1) year.
7. In the event that the Agency fails to provide a certificate of insurance when required or upon request by the Township, pay premiums or otherwise keep such policy or policies of insurance in force, the Township may pay premiums or take out such additional policies as it considers necessary and all sums paid for this purpose shall be at the expense of the Agency.

#### **INDEMNIFICATION:**

8. The Agency agrees to indemnify and save harmless the Township against any and all liability, damages (of any nature and kind) and costs (including legal costs) and any other loss to person or property that result from the activities or use of property contemplated by this Agreement by either the Agency or any of its members, save and except for any loss attributable to the actions or negligence of the Township.

#### **TERM AND TERMINATION:**

9. Subject to earlier termination and other conditions as provided for in this Agreement, this Agreement shall be effective on the date it is signed by both parties and shall continue for the period of time until December 31, 2030 (the "Term").
10. The Township may terminate this Agreement on sixty (60) days' written notice for any reason whatsoever. In the case of emergency, this Agreement may be terminated forthwith by the Township.
11. In the event that the Agency no longer operates any trail route within the Township, the Agency may give the Township notice in writing and such notice shall include the date upon which the Agency will no longer operate any trail routes within the Township. This Agreement shall terminate on the date provided by the Agency in the said notice subject to the Township being satisfied that the Agency has ceased to operate any trail route.

**GENERAL:**

12. This Agreement is not transferrable or assignable by the Agency to any third party without the Township's prior written consent, which consent may be unreasonably withheld.
13. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.
14. The Agency acknowledges:
- a) That it has had an adequate opportunity to read and consider this Agreement and to obtain such legal and other advice as it considers advisable;
  - b) That it understands this Agreement and the consequences of signing same; and,
  - c) That it is signing this Agreement voluntarily, without coercion and without reliance on any representation, express or implied, by the Township.

**IN WITNESS WHEREOF** the parties hereto have caused this Agreement to be duly executed as of the date first written above.

SIGNED, SEALED and DELIVERED )

**[NAME OF AGENCY]**

)  
in the presence of )

\_\_\_\_\_  
Witness )

per: \_\_\_\_\_  
[insert]

) *I have authority to bind the Corporation.*

**The Corporation of the Township of Malahide**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

We have authority to bind the Corporation.

**SCHEDULE "C"**

## Form of Waiver

I, \_\_\_\_\_, hereby acknowledge that highways in the Township of Malahide are not designed or maintained for use by off-road vehicles and the Corporation of the Township of Malahide does not warrant that highways are safe or suitable for the operation of off-road vehicles. I further acknowledge that riding an off-road vehicle on a highway is an inherently dangerous activity and that I do so at my own risk.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

# THE CORPORATION OF THE TOWNSHIP OF MALAHIDE

## BY-LAW NO. 25-62

Being a By-law to authorize the execution of an Agreement with The Talbot Trail ATV Club Inc. to ensure that the use of off-road vehicles within the Township of Malahide is orderly and lawful.

**WHEREAS** the Highway Traffic Act, R.S.O. 1990, Chapter H.8, as amended, section 191.8(1), provides that no person shall drive an off-road vehicle on a highway except in accordance with the Highway Traffic Act regulations and any applicable Municipal By-law;

**AND WHEREAS** the Highway Traffic Act, R.S.O. 1990, Chapter H.8, as amended, section 191.8(3) provides that the Council of a municipality may pass a by-law permitting the operation of off-road vehicles on any highway within the municipality that is under the jurisdiction of the municipality, or on any part or parts of such highway and during specified months or hours;

**AND WHEREAS** the Council of The Corporation of the Township of Malahide enacted By-law No. 25-61 to permit the operation of off-road vehicles on specified highways under the jurisdiction of the Township of Malahide;

**AND WHEREAS** The Talbot Trail ATV Club Inc. has requested that the operation of off-road vehicles be permitted on certain highways within the Township of Malahide which connect various parts of trail routes used by its members;

**AND WHEREAS** the Council of The Corporation of the Township of Malahide deems it desirable to permit the operation of off-road vehicles by members of The Talbot Trail ATV Club on specified highways under the jurisdiction of the Township of Malahide;

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

1. THAT the entering into of an Agreement with The Talbot Trail ATV Club Inc. to ensure that the use of off-road vehicles within the Township of Malahide is orderly and lawful is hereby approved and authorized;
2. THAT the Mayor and the Clerk be and they are hereby authorized and directed to execute on behalf of The Corporation of the Township of Malahide the said Agreement in substantially the same form as that attached hereto as Schedule "A" and forming a part of this By-law;
3. THAT the said Agreement shall take effect and come into force upon the signing thereof by all parties thereto;
4. THAT any previous by-laws related to the Talbot Trail ATV Club Inc, including amending by-laws, are hereby repealed.

5. THAT this By-law shall come into force and take effect on the final passing thereof.

**READ** a **FIRST** and **SECOND** time this 4<sup>th</sup> day of December, 2025.

**READ** a **THIRD** time and **FINALLY PASSED** this 4<sup>th</sup> day of December, 2025.

---

Mayor, D. Giguère

---

Clerk, A. Adams

## Recognized Agency Agreement

**THIS AGREEMENT** made this 4th day of December 2025.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF MALAHIDE  
(hereinafter referred to as the "Township")

OF THE FIRST PART

- and -

THE TALBOT TRAIL ATV CLUB  
(hereinafter referred to as the "Agency")

OF THE SECOND PART

**WHEREAS** the Agency has established a series of trail routes for use by off-road vehicles in the Township of Malahide;

**AND WHEREAS** the Agency represents and warrants that it has the permission of all owners of the land over which the trail route runs;

**AND WHEREAS** the Township has passed By-law No 25-61 (the By-law), which permits the use of off-road vehicles upon certain highways within the Township, subject to terms and conditions as set out in the By-law;

**AND WHEREAS** the Agency acknowledges that operation of off-road vehicles on highways is an inherently dangerous activity and that its members bear their own risk if they choose to ride on the highway;

**AND WHEREAS** the Township and the Agency wish to enter into an agreement to ensure that the use of off-road vehicles within the Township is orderly and lawful;

**NOW THEREFORE** this Agreement witnesseth that in consideration of the permission granted by the Township to the Agency, the sum of TWO DOLLARS (\$2.00) of lawful money of Canada now paid by the Agency to the Township, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree and covenant as follows:

1. The Township and the Agency agree that the above recitals are true.

### DEFINITIONS:

2. All words used in this Agreement shall have identical meanings here as in the By-law.

## **TOWNSHIP'S RESPONSIBILITIES:**

3. The Township shall permit the Agency to operate a system of trail routes for off-road vehicle use within the Township in accordance with the By-law.

## **AGENCY'S RESPONSIBILITIES:**

4. The Agency shall:
  - a) Require all its members to sign a waiver of liability in the form of Schedule "C" to the By-law prior to operating an off-road vehicle on a highway;
  - b) Provide its membership with training regarding the applicable laws and regulations, including the *Off-Road Vehicles Act*, the *Highway Traffic Act*, O. Reg. 316/03, and the By-law;
  - c) Refuse or revoke the trail pass of any person who:
    - i. Is not properly licenced and insured; or,
    - ii. Violates the provisions of any applicable law or regulation, including the By-law, while operating on a highway; and,
  - d) Promptly reimburse the Township for any and all costs incurred by the Township as a result of this Agreement, including any increased maintenance costs as a result of the operation of off-road vehicles upon the Designated Highways when provided with a detailed invoice for such costs by the Township;
5. In the event that the Director issues a Notice in accordance with section 6(f) of the By-law, the Agency, in addition to posting the Notice on its website, shall forthwith disseminate the Notice to its membership.

## **INSURANCE:**

6. The Agency shall arrange for, obtain, and maintain, at its expense, insurance in accordance with the following:
  - a) The policy or policies will include comprehensive general liability coverage subject to limits of not less than five million dollars (\$5,000,000) per occurrence for personal injury, including death, and damage to property, including loss of use thereof and such policy or policies shall name the Township as an additional insured;
  - b) The insurance policy or policies shall be in full force and effect for the Term of this Agreement;

- c) A Certificate of Insurance evidencing the insurance coverage required shall be provided by the Agency to the Township prior to the Township signing the Agreement and thereafter promptly on the insurance renewal date; and,
  - d) The insurance premium for the insurance required herein shall be prepaid for a period of not less than one (1) year.
7. In the event that the Agency fails to provide a certificate of insurance when required or upon request by the Township, pay premiums or otherwise keep such policy or policies of insurance in force, the Township may pay premiums or take out such additional policies as it considers necessary and all sums paid for this purpose shall be at the expense of the Agency.

### **INDEMNIFICATION:**

8. The Agency agrees to indemnify and save harmless the Township against any and all liability, damages (of any nature and kind) and costs (including legal costs) and any other loss to person or property that result from the activities or use of property contemplated by this Agreement by either the Agency or any of its members, save and except for any loss attributable to the actions or negligence of the Township.

### **TERM AND TERMINATION:**

9. Subject to earlier termination and other conditions as provided for in this Agreement, this Agreement shall be effective on the date it is signed by both parties and shall continue for the period of time until December 31, 2030 (the "Term").
10. The Township may terminate this Agreement on sixty (60) days' written notice for any reason whatsoever. In the case of emergency, this Agreement may be terminated forthwith by the Township.
11. In the event that the Agency no longer operates any trail route within the Township, the Agency may give the Township notice in writing and such notice shall include the date upon which the Agency will no longer operate any trail routes within the Township. This Agreement shall terminate on the date provided by the Agency in the said notice subject to the Township being satisfied that the Agency has ceased to operate any trail route.

### **GENERAL:**

12. This Agreement is not transferrable or assignable by the Agency to any third party without the Township's prior written consent, which consent may be unreasonably withheld.

13. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

14. The Agency acknowledges:

- a) That it has had an adequate opportunity to read and consider this Agreement and to obtain such legal and other advice as it considers advisable;
- b) That it understands this Agreement and the consequences of signing same; and,
- c) That it is signing this Agreement voluntarily, without coercion and without reliance on any representation, express or implied, by the Township.

**IN WITNESS WHEREOF** the parties hereto have caused this Agreement to be duly executed as of the date first written above.

SIGNED, SEALED and DELIVERED

Talbot Trail ATV Club Inc.

----

\_\_\_\_\_  
President

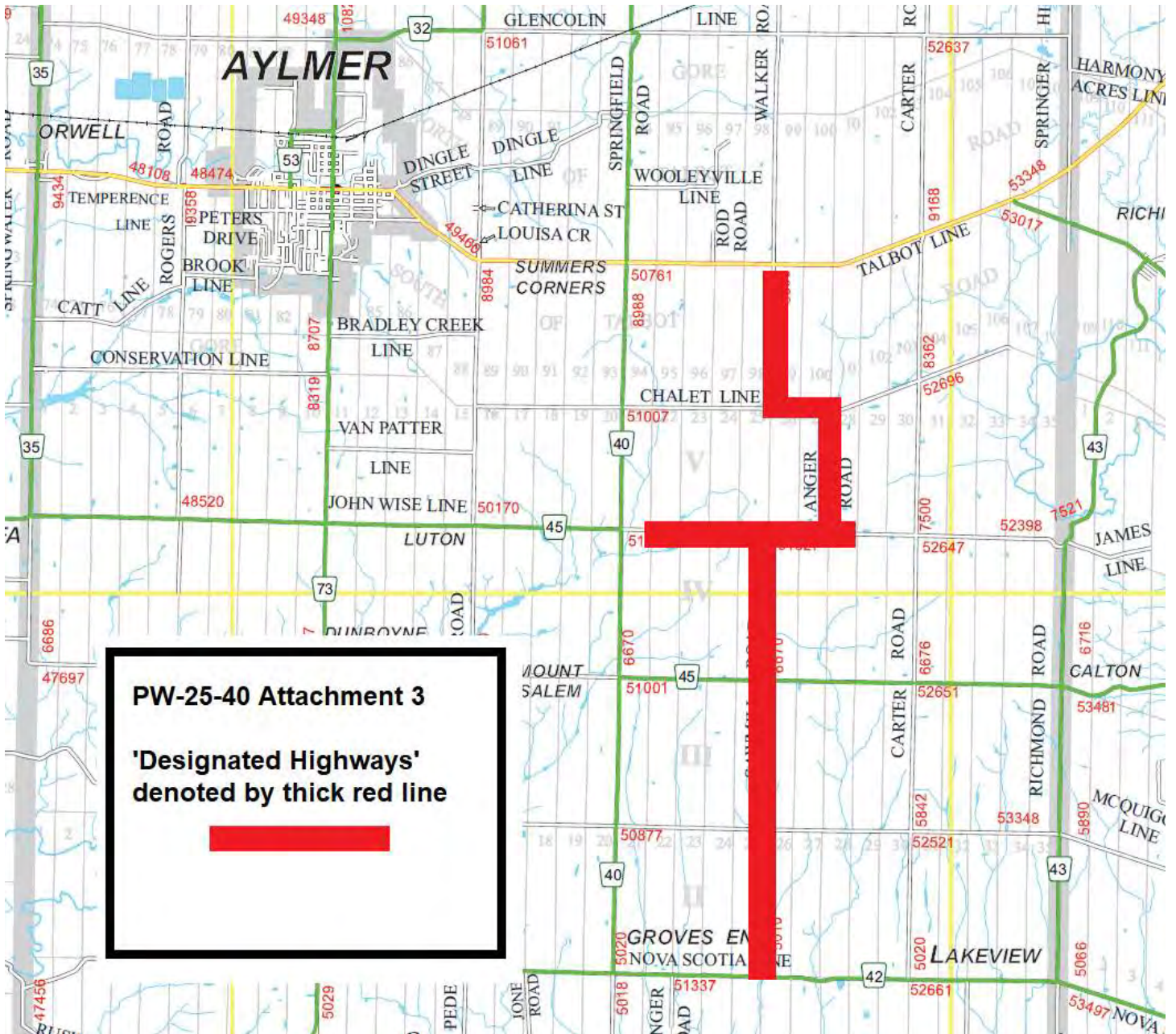
*I have authority to bind the Corporation.*

Corporation of the Township of Malahide

\_\_\_\_\_  
Mayor, D. Giguère

\_\_\_\_\_  
Clerk, A. Adams

*We have authority to bind the Corporation.*





**REPORT NO. PW- 25-42**

**TO:** Mayor & Members of Council  
**DEPARTMENT:** Public Works  
**MEETING DATE:** December 4, 2025  
**SUBJECT:** Request for Improvement – Ferguson Drain

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**RECOMMENDATION:**

THAT Report No. PW- 25-42 entitled “Request for Improvement – Ferguson Drain” be received;

AND THAT John M. Spriet, P. Eng., of Spriet Associates be appointed to prepare an Engineer’s Report pursuant to *Section 78 of the Drainage Act R.S.O. 1990*.

---

**PURPOSE & BACKGROUND:**

The Township of Malahide has received a Request for Improvement to relocate a section of the Ferguson Drain that serves properties south of Talbot Line (Highway 3), between Rogers Road and the west boundary of the Town of Aylmer. The owner of 9278 Rogers Road has petitioned to relocate the portion of the Ferguson Drain that crosses his property to accommodate the new layout and drainage of a proposed subdivision.

The existing Ferguson Drain was constructed pursuant to a report completed by Spriet Associates, dated June 17, 1980.

---

**COMMENTS & ANALYSIS:**

As per *Sections 6 and 7 of the Drainage Act R.S.O. 1990*, once Council has initiated the drain improvement, notice will be sent out to local municipalities, local conservation authorities and the Ontario Ministry of Agriculture, Food and Rural Affairs. These agencies have the right to request an environmental appraisal or a cost-benefit analysis at their own expense.

Staff have reviewed the preliminary engineering drawings provided by the landowner’s consultant and recommend that Council accept the landowner’s Request for Improvement and proceed under the provisions of Section 78 of the Drainage Act, R.S.O. 1990.

Therefore, Staff is recommending that John M. Spriet, P. Eng., of Spriet Associates Ltd., be appointed by the Council to prepare an engineer’s report.

The estimated construction date for this project is projected to be sometime in 2026.

---

**FINANCIAL IMPLICATIONS:**

Costs associated with this project will be borne entirely by the petitioning landowner.

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**LINK TO STRATEGIC & OPERATIONAL PLANS:**

N/A

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**CONSULTATION:**

- Landowner Consultant Strik Baldinelli Moniz
- Montieth Brown, Planning Consultants

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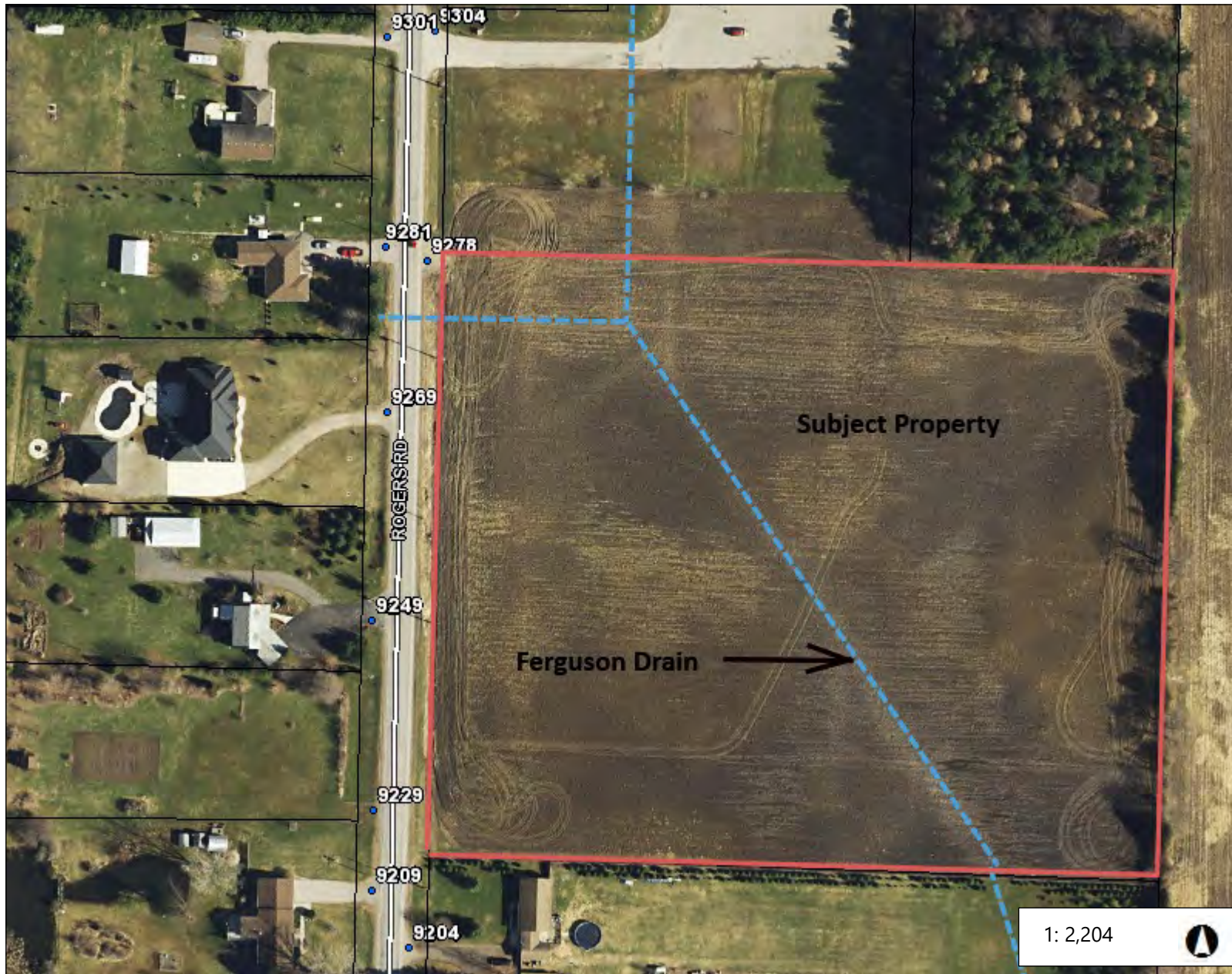
**ATTACHMENTS:**

1. Aerial Map

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

**Reviewed by:** J. Godby, Director of Public Works

**Approved by:** N. Dias, Chief Administrative Officer



Legend

- Elgin County Parcels
- E911
- Boundary
- Elgin Road Network
- Elgin Road Network
- Elgin Road Network
- Lagoons
- World Imagery

Notes

0.1 0 0.06 0.1 Kilometers

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
© Latitude Geographics Group Ltd.

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

THIS MAP IS NOT TO BE USED FOR NAVIGATION



**REPORT NO. PW- 25-43**

**TO:** Mayor & Members of Council  
**DEPARTMENT:** Public Works  
**MEETING DATE:** December 4, 2025  
**SUBJECT:** Petition for Drainage - Saarloos

---

**RECOMMENDATION:**

THAT Report No. PW- 25-43 entitled "Petition for Drainage - Saarloos" be received;

AND THAT Peter Penner, P. Eng., of Cyril J. Demeyere Limited be appointed to prepare an Engineer's Report pursuant to *Section 4* of the *Drainage Act R.S.O. 1990*.

---

**PURPOSE & BACKGROUND:**

The Township of Malahide has received a Petition for Drainage from a landowner concerning the property located at 12044 Dorchester Road. The landowner Kelvin Saarloos is petitioning for the construction of a municipal drain to provide a legal and adequate outlet for stormwater generated by a proposed subdivision on the site.

The estimated length of the project is 425 meters to extend a drain outlet southerly to the Catfish Creek. An overview drawing is provided at the end of this report showing the location of the proposed subdivision.

---

**COMMENTS & ANALYSIS:**

Once a landowner submits a petition, the Township is required under the *Drainage Act R.S.O. 1990*, to appoint a Drainage Engineer to prepare a Drainage Report for the Council to address the request.

*Section 4(1)* of the *Drainage Act* states:

A petition for the drainage by means of a drainage works of an area requiring drainage as described in the petition may be filed with the clerk of the local municipality in which the area is situated by,

- (a) the majority in number of the owners, as shown by the last revised assessment roll of lands in the area, including the owners of any roads in the area;
- (b) the owner or owners, as shown by the last revised assessment roll, of lands in the area representing at least 60 percent of the hectarage in the area;

- (c) where a drainage works is required for a road or part thereof, the engineer, road superintendent or person having jurisdiction over such road or part, despite subsection 61 (5);
- (d) where a drainage works is required for the drainage of lands used for agricultural purposes, the Director.

The *Drainage Act* provides that Council must give consideration to the petition and, within thirty days (*Section 5.1a*) of the filing, decide whether to proceed. If Council decides not to proceed then written notice of its decision must be sent to each petitioner. A petitioner may appeal to the Ontario Drainage Tribunal if Council decides not to proceed, or if Council does not act on the petition within 30 days.

It may be difficult for Council to decide on the validity of the petition as it is based on the definition of the “area requiring drainage”. Initially, the petitioner(s) define the area on the petition they submit, however, the area must be defined by an engineer at the “on-site meeting” to determine the validity of the petition.

If the Council decides to proceed then written notice of its decision must be given to (*Section 5.1b*):

- (a) to each petitioner;
- (b) the clerk of each local municipality that may be affected;
- (c) the conservation authority that has jurisdiction over any lands in the area;
- (d) the Minister of Natural Resources.

The Council must appoint an engineer within sixty days (*Section 8.3*) of giving notice to proceed. The engineer appointed is to file said report within six (6) months (*Section 39.1*) of the appointment.

Following the appointment, the engineer shall (*Section 9.1*) cause the Clerk of the municipality to send out written notice, specifying the time and place of an “on-site meeting”. The notice must be served seven days prior to the proposed site meeting.

Kelvin Saarloos is currently working with Cyril J. Demeyere Limited (CJDL) on the subdivision design, and as such, the Staff are recommending that CJDL be appointed by the Council to prepare the report.

---

**FINANCIAL IMPLICATIONS:**

Costs associated with this project will be borne entirely by the petitioning landowner.

The Township has lands which contribute to the drainage area and will likely be an assessed party to the Report.

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**LINK TO STRATEGIC & OPERATIONAL PLANS:**

N/A

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**CONSULTATION:**

- Cyril J. Demeyere Limited

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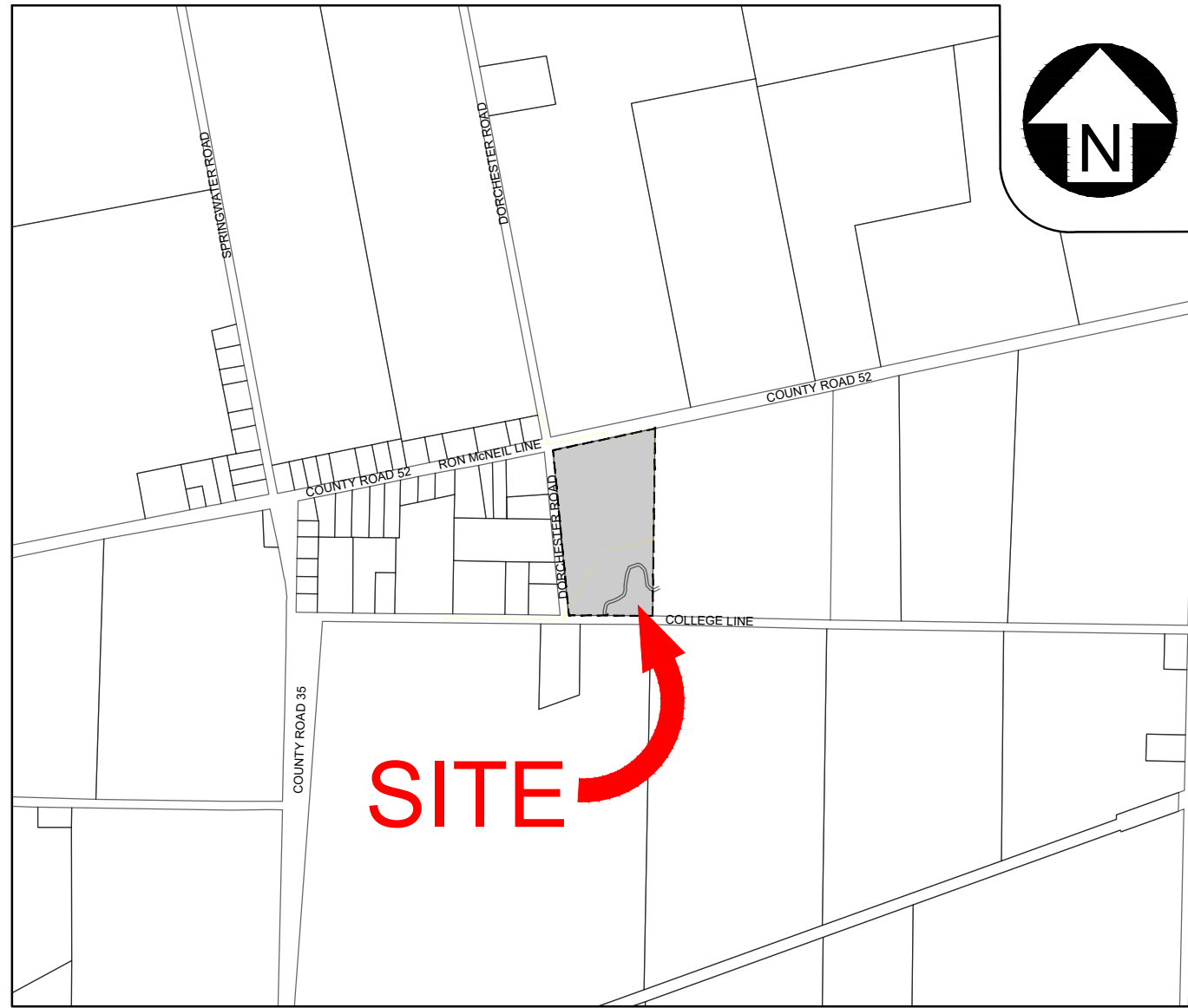
**ATTACHMENTS:**

1. Draft Plan of Subdivision

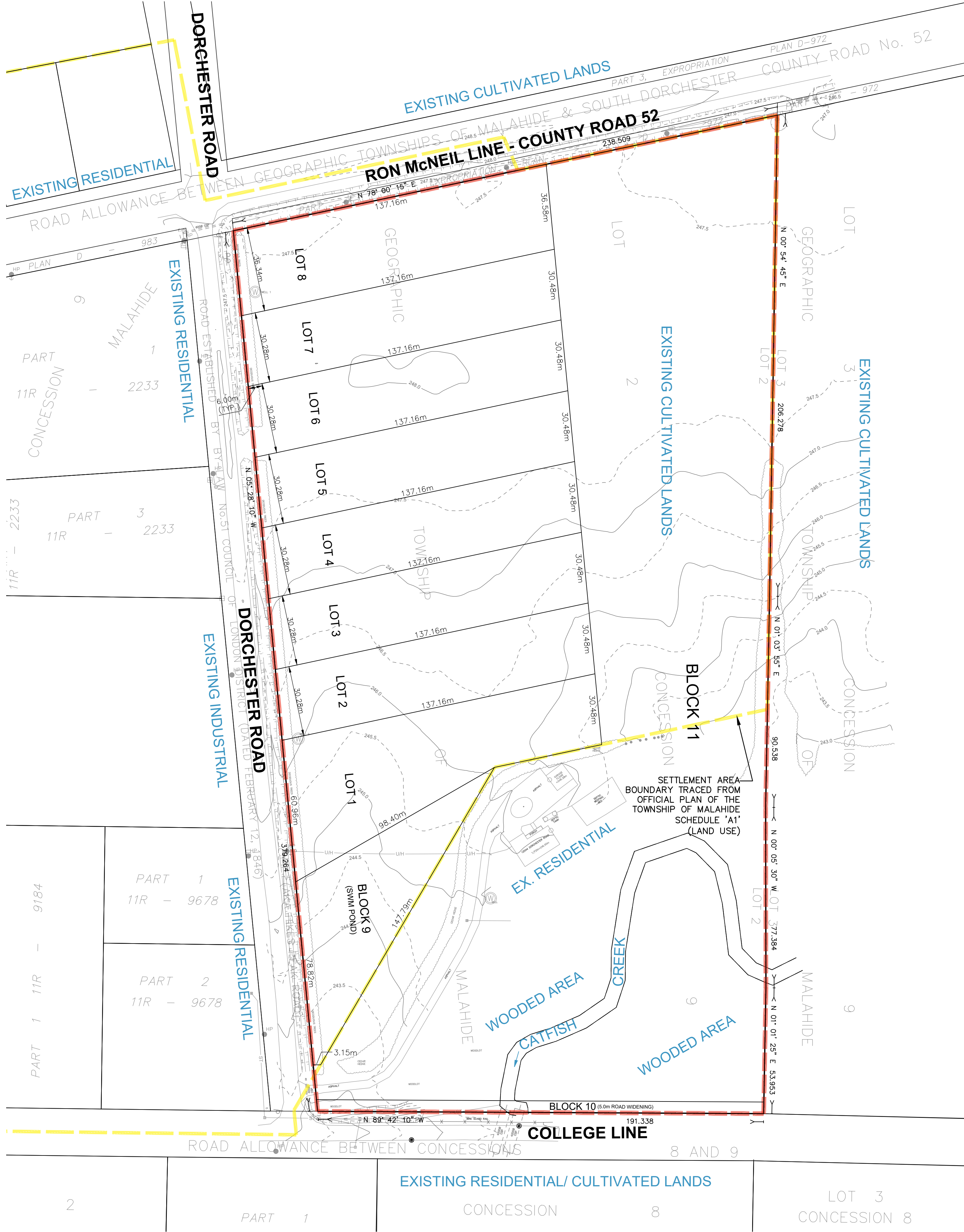
**Prepared by:** B. Lopez, Engineering Technologist/Drainage Superintendent

**Reviewed by:** J. Godby, Director of Public Works

**Approved by:** N. Dias, Chief Administrative Officer



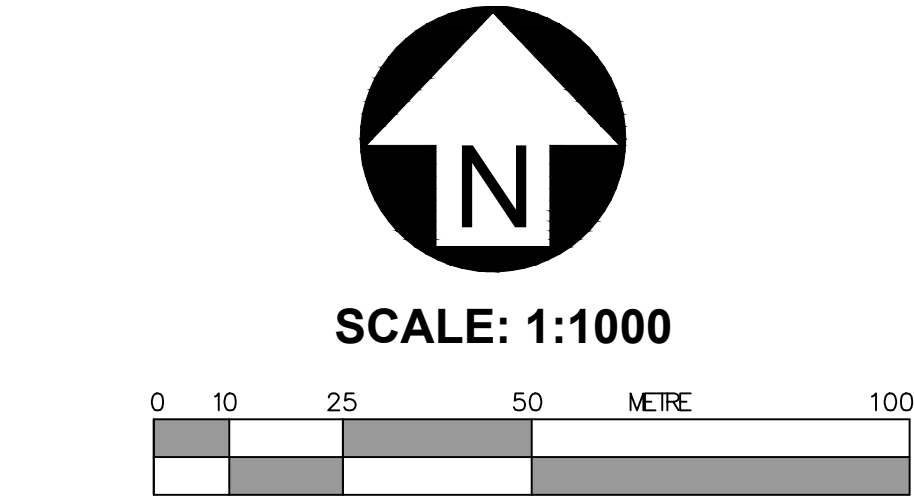
KEY PLAN  
SCALE: 1:15,000



# DRAFT PLAN OF SUBDIVISION

PART OF LOT 2  
CONCESSION 9  
GEOGRAPHIC TOWNSHIP OF MALAHIDE  
COUNTY OF ELGIN

INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT RSO 1990  
(A) ON PLAN  
(B) ON PLAN  
(C) ON PLAN  
(D) LOT 1 TO 8 - HOME BASED INDUSTRIAL,  
BLOCK 9 - STORM WATER MANAGEMENT  
BLOCK 10 - ROAD WIDENING  
BLOCK 11 - AGRICULTURAL  
(E) NORTH - EXISTING AGRICULTURAL  
WEST - EXISTING RESIDENTIAL/INDUSTRIAL  
EAST - EXISTING AGRICULTURAL  
SOUTH - EXISTING AGRICULTURAL  
(F) ON PLAN  
(G) ON PLAN  
(H) INDIVIDUAL PRIVATE WELLS TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ELGIN COUNTY  
(I) CLAYEY SILT  
(J) ON PLAN  
(K) STORM SEWERS, TELEPHONE, GAS, T.V.CABLE  
(L) ELGIN COUNTY OFFICIAL PLAN AND TOWNSHIP OF MALAHIDE OFFICIAL PLAN AND ZONING BY-LAWS  
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.



NOTE: ORIGINAL CONTOURS SHOWN FROM 2022 KIM HUSTED SURVEYING LTD.

AREA SUMMARY		
DESCRIPTION	AREA (ha)	
LOT 1-8	HOME BASED INDUSTRIAL LOTS	3.54
BLOCK 9	STORM WATER MANAGEMENT	0.37
BLOCK 10	ROAD WIDENING	0.10
BLOCK 11	AGRICULTURAL	4.58
TOTAL		8.59

OWNER'S CERTIFICATE  
KELVIN AND ROSEMARY SAARLOOS, THE REGISTERED OWNER OF THE LANDS TO BE SUBDIVIDED HEREBY AUTHORIZES CYRIL J. DEMEYERE LIMITED TO SUBMIT THIS DRAFT PLAN FOR APPROVAL.

DATE \_\_\_\_\_ KELVIN SAARLOOS  
DATE \_\_\_\_\_ ROSEMARY SAARLOOS

SURVEYOR'S CERTIFICATE  
I HEREBY CERTIFY THAT THE BOUNDARIES OF THE REMAINING LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN ON THIS PLAN.

DATE \_\_\_\_\_ KIM HUSTED, ONTARIO LAND SURVEYOR

**CJDL**  
Consulting Engineers

22061

Cyril J. Demeyere Limited  
P.O. Box 460, 261 Broadway  
Tillsonburg, Ontario. N4G 4H8  
Tel: 519-688-1000  
866-302-9886  
Fax: 519-842-3235  
cjd@cjdle.com  
12 JAN 2024  
REV. 11 JUL 2024



**REPORT NO. PW- 25-44**

**TO:** Mayor & Members of Council  
**DEPARTMENT:** Public Works  
**MEETING DATE:** December 4, 2025  
**SUBJECT:** Drain Report Re-assessment: Hiepleh-Dance Drain

---

**RECOMMENDATION:**

THAT Report No. PW- 25-44 entitled "Drain Report Re-assessment: Hiepleh-Dance Drain" be received;

AND THAT John M. Spriet, P. Eng., of Spriet Associates, be appointed to prepare an Engineer's Report for the re-assessment of the Hiepleh-Dance Petition.

---

**PURPOSE & BACKGROUND:**

The purpose of this report is to appoint an Engineer to prepare a revised assessment schedule (Drainage Report) for the 1985 Hiepleh-Dance Drain.

The Hiepleh-Dance Drain was originally constructed pursuant to an Engineer's Report prepared by Spriet Associates, dated February 21, 1985. Upon review by the Drainage Department, the existing assessment schedules for this drain were found to be out of date and require updating. There have been various land divisions over the years as well as changes to the watershed and many of these changes are not reflected on the current assessment schedule.

---

**COMMENTS & ANALYSIS:**

Procedure

In order that the cost of future maintenance work be fairly proportioned among the lands and roads within the drainage watershed that are affected by the Hiepleh-Dance Drain, a new assessment schedule needs to be developed which accurately defines the said lands and roads. *Section 76 of the Drainage Act R.S.O. 1990* requires a Council Resolution to appoint an Engineer to make revisions to an existing assessment schedule in an Engineer's Report.

Prior to the adoption of the new Engineer's Report, a public meeting is required for all assessed owners in the watershed to provide any comments or concerns. Upon adoption of the Engineer's Report, all affected property owners will be given the opportunity to appeal their assessments at the Court of Revision. Once the new assessment schedule

is in place, the costs for future maintenance in the Hiepleh-Dance Drain watershed will be levied using this new schedule.

### Future Reassessments

The County of Elgin Land Division Committee and the Township of Malahide currently have a list of conditions that it places on landowners wishing to sever property. One of the conditions being that landowners requesting severances are required to initiate and assume the costs associated with the preparation of a revised assessment schedule for any property that is assessed on a municipal drain. This requirement keeps the assessment schedules for all drainage reports up to date and mitigates the expense of a *Section 76* Engineer's Report. These conditions have been in place for approximately the last 10 years.

Should Council elect to appoint an engineer for this project, the preparation of the report shall proceed in accordance with the procedures applicable to the construction of a new municipal drain, with the exception of appeal provisions.

The Staff are recommending that Spriet Associates London Ltd. be appointed by the Council to prepare an Engineer's Report under *Section 76* of the *Drainage Act, R.S.O. 1990*, to revise the assessment schedule (Drainage Report) for the Hiepleh-Dance Drain.

---

### **FINANCIAL IMPLICATIONS:**

As per the provisions of the *Drainage Act, R.S.O. 1990*, the cost of this report will be assessed and billed to the owners along the Hiepleh-Dance Drain using the updated Maintenance Schedule in the new Engineer's Report that will be prepared by Spriet Associates.

---

### **LINK TO STRATEGIC & OPERATIONAL PLANS:**

N/A

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### **CONSULTATION:**

Engineer

---

**ATTACHMENTS:**

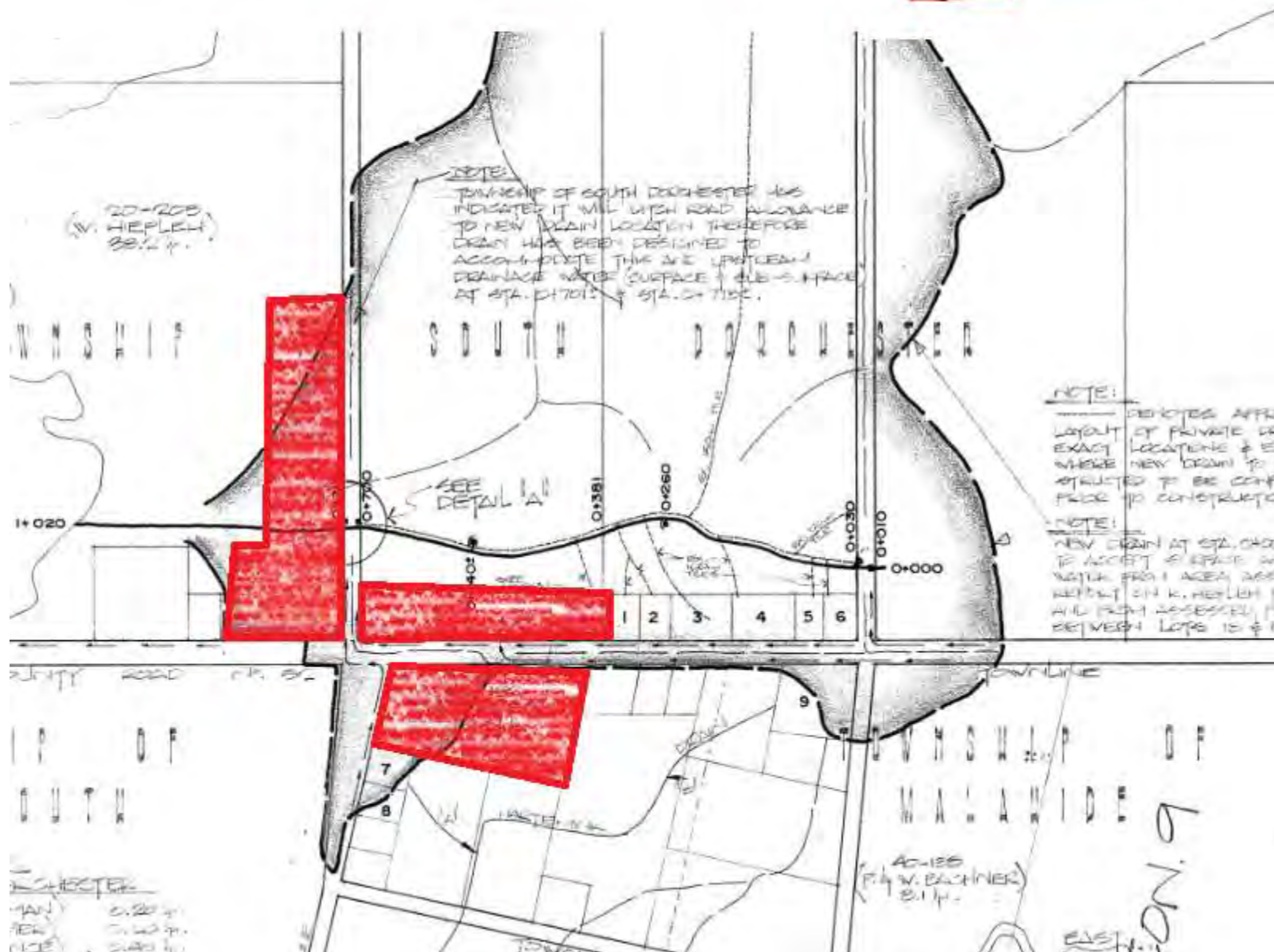
1. Overview map

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

**Reviewed by:** J. Godby, Director of Public Works

**Approved by:** N. Dias, Chief Administrative Officer

### Areas with new severances requiring assessment





**REPORT NO.            CAO-25-07**

**TO:** Mayor & Members of Council  
**DEPARTMENT:** Chief Administrative Officer  
**MEETING DATE:** December 4, 2025  
**SUBJECT:** **Impacts from Bill 60 (Fighting Delays, Building Faster Act, 2025)**

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**RECOMMENDATION:**

THAT Report CAO-25-07 entitled “Impacts from Bill 60 (Fighting Delays, Building Faster Act, 2025)” be received for information.

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**PURPOSE & BACKGROUND:**

The purpose of this report is to provide Council and Township staff with an overview of recent legislative changes introduced by the Province of Ontario through the Fighting Delays, Building Faster Act, 2025 (Bill 60) and associated regulatory postings on the Environmental Registry of Ontario. These changes were communicated to the Township through correspondence received from the Ministry of Municipal Affairs and Housing and the Ministry of the Environment, Conservation and Parks in November 2025.

The provincial correspondence outlines a broad package of amendments to multiple statutes, including the Development Charges Act, 1997, the Planning Act, the Ontario Water Resources Act, the Highway Traffic Act, the Public Transportation and Highway Improvement Act, and the Residential Tenancies Act, among others. The legislation is intended to accelerate housing construction, modernize development financing tools, and streamline provincial and municipal approval processes. Bill 60 is available through the Legislative Assembly of Ontario at:

- <https://www.ola.org/en/legislative-business/bills/parliament-44/session-1/bill-60>

The changes introduced by the Province have direct and substantive implications for the Township of Malahide, both in relation to the Township’s Development Charges framework and in municipal operations outside the scope of development charges. The most significant impacts include mandatory restructuring of development charge classifications, adoption of a formal Local Service Policy, new reporting requirements, changes to municipal authority over active transportation design, modifications to on-farm sewage system approvals, and updates affecting planning, tenancies, and municipal construction standards.

This report provides Council with a consolidated summary of these legislative changes and outlines the scope of work required for Malahide to achieve compliance within the mandated

timelines. The goal is to ensure that the Township is fully informed of the operational, financial, and regulatory impacts resulting from the Province's actions and can plan proactively for implementation through 2026.

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## **COMMENTS & ANALYSIS:**

### **1.0 Overview of Non-Development Charge Legislative Changes**

The Fighting Delays, Building Faster Act, 2025 (Bill 60) introduces amendments to several provincial statutes outside the Development Charges Act. These changes vary in their applicability to lower-tier rural municipalities. A review of the legislation indicates that the Township of Malahide will experience direct operational impacts in several areas, while other components of Bill 60 are regional or sector-specific and therefore do not apply.

A detailed summary is provided below.

#### **1.1 Provincial Changes That Impact Malahide**

##### **a. Highway Traffic Act Amendments - Modern Transportation – Prohibiting Vehicle Lane Reduction for New Bicycle Lanes**

Source: <https://ero.ontario.ca/notice/025-1071>

Bill 60 prohibits municipalities from reducing the number of motor vehicle lanes for the purpose of installing new bicycle lanes. This restriction applies to county and local roads.

Impact on Malahide:

- Limits the Township's ability to implement road or lane reconfigurations as part of active transportation improvements.
- Any municipal transportation plans need to align with this legislative requirement.

##### **b. Public Transportation and Highway Improvement Act Amendments - Supporting the Harmonization of Municipal Road Construction Standards**

Source: <https://ero.ontario.ca/notice/025-1140>

There is currently no provincial regulation in place for municipal road construction standards. The Minister may now introduce mandatory provincial road construction standards applicable to municipalities. Road construction standards encompass many elements of road and related infrastructure, such as materials, engineering, design and construction practices.

Impact on Malahide:

- Future updates to municipal design standards, tender specifications, and engineering practices may be required.
- Potential for increased construction costs depending on the standards prescribed.
- The Township's Road Surface Conversion Policy may require review once standards are finalized.

**c. Ontario Water Resources Act Amendments (On-Farm Sewage Systems) - Proposal to amend the Ontario Water Resources Act to enable the regulation of additional sewage systems under the Building Code to support construction of on-farm worker housing**

Source: <https://ero.ontario.ca/notice/025-0900>

Sewage systems for on-farm worker accommodations up to 50,000 L/day (with individual units up to 10,000 L/day) will be regulated under the Ontario Building Code rather than through provincial Environmental Compliance Approvals.

Impact on Malahide:

- More agricultural bunkhouses and seasonal worker housing applications will come directly to the Township's Building Department.
- Increased workload for the Chief Building Official and inspectors due to more complex septic evaluations.
- Accelerated development timelines for agricultural producers.

**d. Residential Tenancies Act Amendments - reduce delays in the Landlord and Tenant Board (LTB) adjudication process for rent arrears cases**

Source: <https://www.regulatoryregistry.gov.on.ca/proposal/52055>

These changes modify eviction timelines, hearing procedures, and landlord obligations. The Province proposes to amend section 82 of the Residential Tenancies Act, 2006 to limit when a tenant can raise maintenance, harassment, or service related issues during a rent arrears hearing.

Under the proposal, a tenant would only be allowed to raise these issues at a rent arrears hearing if both of the following conditions are met:

- The tenant gives advance written notice in accordance with LTB rules, and

- The tenant pays 50 percent of the claimed rent arrears either directly to the landlord or into an LTB trust account, as may be set by regulation.

The intent is to reduce delays caused when new issues are raised on the hearing date.

Impact on Malahide:

- No direct impact as Malahide has no Township-owned residential accommodations.
- Could affect local housing stability, which may lead to pressure on property standards, by-law enforcement, or referrals to community support agencies.
- May influence enforcement activity related to property standards issues. In the past, many tenants waited until their eviction hearing to raise unsafe living conditions, which kept a large portion of property standards issues inside the provincial tribunal system instead of the municipal bylaw system. Under the new proposal, tenants will not be able to rely on that process as easily, so they will need to contact municipalities much earlier. This shifts both the workload and the pressure for dealing with unsafe housing from the Province directly onto local governments.

#### **e. Planning Act Amendments (Selective Applicability)**

Source: <https://ero.ontario.ca/notice/025-1097>

**Minor Variances, “As-of-Right” Zoning Variations:** New regulation making authority would allow certain zoning variations to be permitted automatically, without a minor variance application. This would apply to specified urban residential lands outside the Greenbelt, excluding hazardous lands and lands near shorelines and railways. This builds on powers created in Bill 17 that already allow small percentage based zoning deviations, such as up to 10 percent setback reductions and expands this concept to other zoning standards, such as height and lot coverage.

**Provincial Policy Statements and Minister’s Decisions:** Provincial policy statements, including the PPS, would be made inapplicable to all Minister’s decisions under the Planning Act outside the Greenbelt. Currently, all planning decisions must be consistent with the PPS. This change would allow the Minister to use multiple powers for priority projects without PPS constraints.

**Minister’s Zoning Orders (MZOs):** MZOs would no longer need to be issued as formal regulations. Instead, MZOs could be issued as non-regulatory Ministerial orders and posted on a government website.

**Community Improvement Plans (CIPs):** All upper-tier municipalities would be allowed to establish regional CIPs and provide funding to lower-tier municipalities for their CIPs.

This revives CIPs that were voided when planning powers were removed from certain upper-tier municipalities in 2024 and 2025 and removes barriers that currently limit inter-municipal CIP funding and regional economic development tools.

Impact on Malahide:

- Some developments may proceed without minor variance approval if exempted by regulation.
- Minor adjustments are anticipated to the Township's internal building and planning review workflows.
- May influence the volume and type of applications received by the Committee of Adjustment.
- Elgin County already has a CIP Program (Elgincentives) no change is anticipated.

## **1.2 Provincial Changes That Do Not Currently Impact Malahide**

Several components of Bill 60 are regionalized or sector specific. These currently have no direct effect on the Township of Malahide.

Source: <https://www.ola.org/en/legislative-business/bills/parliament-44/session-1/bill-60>

### **a. Water and Wastewater Public Corporation Framework (Peel Region Service Transfer)**

This Act would allow the Province to take water and wastewater operations out of direct municipal control by assigning them to provincially designated corporations that can set rates, collect fees, and run systems under provincial oversight instead of Council control.

At this time, this legislation only affects Peel Region and its lower-tier municipalities. It does not currently apply to Malahide, Elgin County, or any other part of Southwestern Ontario, but it does create a provincial tool that could be used more broadly in the future. Current Impact on Malahide:

- None at this time. These provisions do not alter water or wastewater governance in other municipalities.

### **b. Toronto and Greater Toronto Area Specific Statutes**

Changes to the Toronto Waterfront Revitalization Corporation Act, Transit-Oriented Communities Act, and associated transit corridor legislation apply exclusively to Toronto and designated GTA megaprojects.

Impact on Malahide:

- None.

### **c. Building Transit Faster Act**

Applies only to designated provincial transit megaprojects such as subways, GO rail, and LRT.

Impact on Malahide:

- None.

### **d. Local Roads Boards Act Amendments**

These changes primarily affect remote northern Local Roads Boards.

Impact on Malahide:

- None.

## **1.3 Potential Future Implications for Other Ontario Municipalities**

Although the water and wastewater governance changes in Bill 60 apply only to Peel Region at this time, the legislation establishes a new provincial framework for reallocating or centralizing utility governance.

This framework could theoretically be extended, by regulation or future amendment, to other municipalities. It provides mechanisms for the Province to:

- Transfer service jurisdiction between tiers of government
- Restructure or consolidate water or wastewater providers
- Establish new provincial or regional utility entities

Implication for Malahide:

- No immediate operational impact.
- However, the creation of this framework signals the possibility of broader sector-wide changes to utility governance in the future.
- Staff will continue to monitor provincial direction for any expansion of this model.

## **2.0 Development Charges Act Amendments**

The Fighting Delays, Building Faster Act, 2025 (Bill 60) introduces several significant changes to the Development Charges Act, 1997 that directly affect Malahide's current Development Charges By-law (By-law 21-63) and the Township's future DC background study. These changes require a full update to the Township's DC framework prior to the expiry of the current by-law on September 2, 2026.

Provincial postings:

Bill 60 text: <https://www.ola.org/en/legislative-business/bills/parliament-44/session-1/bill-60>

DCA amendments summary: <https://ero.ontario.ca/notice/025-1113>

### **Summary of DC-Related Legislative Changes:**

Bill 60 introduces several mandatory changes that alter the structure, calculation, administration, and implementation of development charges in Ontario. These include:

- Mandatory separation of land acquisition into its own class of service.
- Mandatory adoption of a formal Local Service Policy (LSP) to identify which works are developer-built and which are DC-funded.
- Limitations on subdivision and land division conditions, restricting municipalities from requiring works not listed in the LSP.
- New annual reporting deadlines for the Treasurer's statement.
- Requirement to provide DC background studies and by-laws to the Minister upon request.
- Consequential updates to DC calculations, service standards, and capital program classifications.

Each of these changes is analyzed below in terms of their impact on Malahide.

## **2.1 Impacts on Malahide's Current DC By-law and Future DC Framework**

### **a. Mandatory Land Acquisition Class**

Bill 60 requires land acquisition costs to be placed in a separate class, rather than embedded within each service category (roads, fire, parks, etc.). Land acquisition is also no longer subject to the historic 10-year service level cap for certain services.

Impact on Malahide:

- The Township's 2021 DC Background Study embeds land acquisition within broader service components; this will need restructuring.
- All capital costing tables (Schedules A and B of the by-law) must be redesigned.
- This may present a benefit to Malahide, allowing cost recovery for strategic land needs not previously eligible due to service level limits.

#### **b. Mandatory Local Service Policy (LSP)**

Bill 60 requires every municipality to adopt a formal Local Service Policy that clearly distinguishes between:

- works for which developers are entirely responsible,
- works eligible for DC funding, and
- works where costs are split.
- Municipalities cannot ask developers to construct or fund any works not listed in the Local Service Policy.

Impact on Malahide:

- The Township currently uses Appendix E of the 2021 background study as guidance, but it is not formally adopted or sufficiently detailed for Bill 60.
- Malahide must develop and adopt a more comprehensive LSP concurrent with the 2026 by-law renewal.
- Planning and Public Works procedures for subdivision conditions will need alignment to avoid unlawful requests.

#### **c. Restrictions on Subdivision and Consent Conditions**

Bill 60 prohibits municipalities from requiring developers to construct, pay for, or dedicate infrastructure as a condition of land division unless the work appears in the Local Service Policy.

Impact on Malahide:

- Increases the importance of a complete and detailed LSP to avoid losing the ability to require critical servicing works.
- Subdivision processes and conditions will need to be audited and updated.

#### **d. New Treasurer's Statement Deadlines**

Bill 60 requires:

the DC reserve fund statement to be delivered to Council by June 30, and the same statement submitted to the Minister by July 15 each year.

Impact on Malahide:

- Administrative processes must be updated.
- The Finance Department will require adjusted internal timelines and workload distribution to meet statutory deadlines.

#### **e. Requirement to Provide DC By-laws and Background Studies to MMAH**

Bill 60 grants the Minister authority to require submission of the DC background study and by-law within a specified timeframe.

Impact on Malahide:

- Minimal operational impact but requires appropriate document management and readiness.
- Future DC reports must be produced in a format conducive to timely provincial submission.

#### **f. Full Update to the DC Background Study and By-law Required**

Due to the above changes, Malahide must complete a full update of its DC framework before the current by-law expires on September 2, 2026. This update will require:

- new capital project classifications,
- recalculated service standards,
- updated growth allocations, and
- fully redeveloped DC rate schedules.

Impact on Malahide:

- A substantial multi-department project requiring coordination between Finance, Public Works, Fire Services, Planning, and external consultants.
- Will require new capital forecasting and refinement of future land acquisition needs.

## **2.2. Provincial DC Changes That Do Not Impact Malahide**

Some DC-related changes within Bill 60 apply only to municipalities that operate certain types of services or structures. The following have no current applicability to Malahide:

- Upper-tier DC transitions occurring in Peel Region due to service realignment.
- Transit-related DC adjustments tied to GTA megaprojects.
- Provincial orders altering the DC regimes of municipalities with MZOs used for large urban developments.

However, staff note that the Province has created new enabling tools that could potentially be expanded across Ontario in the future. Continuous monitoring is warranted.

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### **ATTACHMENTS:**

- Correspondence

**Prepared by:** N. Dias, Chief Administrative Officer

234-2025-4857

November 12, 2025

Dear Head of Council,

On October 23, 2025, our government introduced the *Fighting Delays, Building Faster Act, 2025* ([Bill 60](#)). Through this legislation and other changes, we are protecting Ontario's economy and keeping workers on the job by cutting red tape, getting shovels in the ground faster and supporting the construction of homes, roads and infrastructure.

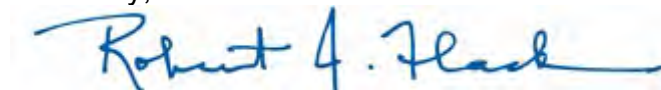
The bill contains bold actions, creating the conditions for building housing and transportation infrastructure faster to support families, attract investments, create good jobs and keep Ontario competitive.

You are invited to review the [Environmental Registry of Ontario](#) and [Regulatory Registry of Ontario](#) posting links provided with this letter and share any feedback you may have.

If you have any questions, please reach out to my Director of Stakeholder and Caucus Relations, Tanner Zelenko, at [Tanner.Zelenko@ontario.ca](mailto:Tanner.Zelenko@ontario.ca).

In the face of economic uncertainty, we must protect Ontario. I look forward to continued collaboration with you, our municipal partners, to build the more prosperous, resilient and competitive economy that Ontario needs today, tomorrow, and in the decades to come.

Sincerely,



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

- c. Prabmeet Sarkaria, Minister of Transportation  
Doug Downey, Attorney General of Ontario  
Todd McCarthy, Minister of the Environment, Conservation and Parks & Acting Minister of Infrastructure  
Graydon Smith, Associate Minister of Municipal Affairs and Housing  
Robert Dodd, Chief of Staff, Minister's Office  
Matthew Rae, Parliamentary Assistant, Municipal Affairs and Housing  
Laura Smith, Parliamentary Assistant, Municipal Affairs and Housing  
Brian Saunderson, Parliamentary Assistant, Municipal Affairs and Housing  
Martha Greenberg, Deputy Minister, Municipal Affairs and Housing  
David McLean, Assistant Deputy Minister, Municipal Affairs and Housing  
Caspar Hall, Assistant Deputy Minister, Municipal Affairs and Housing  
Sean Fraser, Assistant Deputy Minister, Municipal Affairs and Housing  
Municipal Chief Administrative Officers

## **Development Charges Act – Ministry of Municipal Affairs and Housing**

Schedule 3 of the Bill would make amendments to the *Development Charges Act, 1997*.

### Land Acquisition Costs

A new subsection 7 (3.1) of the *Development Charges Act, 1997* would require development charge-eligible land acquisition costs to be part of a class in a development charge by-law consisting only of those costs. Land acquisition costs would, pursuant to a new section 5.3, be exempted from the historic service level cap, and these costs, for certain services, would be limited to those that relate to the ten-year period after the background study.

A new subsection 35 (1.1) of the Act would provide that money in an existing reserve fund established to pay for growth-related capital costs of eligible services can continue to be used for growth-related land acquisition costs of the applicable service, so long as those costs are not being paid from the reserve fund for the land acquisition class.

### Requiring Local Service Policies

A new subsection 59 (2.2) of the Act would require municipalities that levy development charges to establish local service policies for each service to which the by-law relates and for which a part of the service would be provided as a local service.

The local service policy must identify the works or classes of works that are intended to be for the provision of local services. It could also identify works or classes of works that are not intended to be for the provision of local services (e.g. works that would be funded through development charges) or works or classes of works that would only partially be intended to be for the provision of local services.

A municipality could not require a work for the provision of local service to be paid for or constructed as a condition of land division if it is not identified as being intended to be so provided in the local service policy. This rule applies on the earlier of 18 months after Royal Assent or the day on which the local service policy is established.

The municipality would need to send a copy of the local service policy to the Minister of Municipal Affairs and Housing on request, by the date specified in the request.

If a local service policy has been established, it must be reviewed and a resolution passed by council at the same time as a development charge by-law is passed, indicating whether revisions would be needed.

### Requiring Treasurer's Statements to be Submitted by a Specific Date

Subsection 43 (1) of the Act is amended to require the municipal treasurer to give council a development charges financial statement (commonly referred to as the treasurer's statement) on or before June 30 annually. Subsection 43 (3) of the Act is amended to require the treasurer to give a copy of the financial statement to the Minister of Municipal Affairs and Housing no later than July 15 of the year in which the statement is provided to council.

### Requiring Municipal Documents to be Submitted to the Ministry on Request

A new subsection 10 (5) of the Act would require municipal councils to give a copy of the development charge background study to the Minister of Municipal Affairs and Housing on request, by the deadline specified in the request

A new subsection 13 (5) of the Act, requires municipal councils to give a copy of the development charge by-law passed by the municipality to the Minister on request, by the deadline specified in the request.

You may provide your comments on the proposed changes to the *Development Charges Act, 1997* through the Ontario Regulatory Registry ([25-MMAH018](#)) from October 23, 2025 to November 22, 2025.

### **Municipal Act – Ministry of Municipal Affairs and Housing**

Schedule 7 of the Bill propose changes to the *Municipal Act, 2001*, to transfer jurisdiction over water and wastewater (sewage) services from Peel Region to the lower-tier municipalities of Mississauga and Brampton, and Caledon, effective January 1, 2029, or a different date as prescribed by the Minister. The proposed amendments prevent the transfer of jurisdiction over water and wastewater back from the lower-tier municipalities to Peel Region using existing authority to transfer services in the *Municipal Act, 2001*.

You may provide your comments on the proposed changes to the *Municipal Act, 2001*. through the Environmental Registry of Ontario (ERO) notice and the Ontario Regulatory Registry ([025-1098](#)) from October 23, 2025 to November 22, 2025.

### **Planning Act – Ministry of Municipal Affairs and Housing**

Schedule 10 of the Bill proposes the following amendments to the *Planning Act* that would help create the conditions necessary to support housing and community development. If passed, the proposed changes would:

- Provide authority for the Minister to make regulations that would remove the need for certain minor variances,
- Allow certain official plan amendments modifying the authorized uses of land within a Protected Major Transit Station Areas (PMTSA) to be exempt from Minister's approval,
- Make provincial policy statements inapplicable with respect to all Minister's decisions under the *Planning Act* outside the Greenbelt Area. A transparent and accountable oversight framework would be developed to support implementation,
- Enable all upper-tier municipalities to establish regional Community Improvement Plans (CIPs) without being prescribed, allow municipalities to fund the CIPs of their respective upper- or lower-tier municipalities, and, for upper-tier municipalities without planning responsibilities, to revive CIPs that were in effect on the day before the municipality lost its planning responsibilities, and
- Enable Minister's zoning orders (MZO) to be made by non-regulatory orders and require them to be published on a Government of Ontario website.

We are interested in receiving your comments on these proposed measures. Comments can be made through the Environmental Registry of Ontario and the Ontario Regulatory Registry from October 23, 2025, to November 22, 2025:

- [ERO 025-1097](#) Proposed Planning Act Changes (Schedule 10 of Bill 60 - *Fighting Delays, Building Faster Act, 2025*).

We are also interested in receiving any comments you may have on associated consultation postings:

- [ERO 025-1099](#): Consultation on simplifying and standardizing official plans.
- [ERO 025-1100](#): Consultation to better understand the linkage between minimum lot sizes on urban residential lands and increased housing options and affordability.
- [ERO 025-1101](#): Consultation to understand current municipal practices with respect to green development standards at the lot level (outside of building) in order to assess whether future changes are needed to prohibit mandatory green development standards in order to improve consistency and clarity across Ontario.

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

### **City of Toronto Act, 2006 – Ministry of Municipal Affairs and Housing**

The proposed change would, through a proclamation order, remove the City of Toronto's authority, under the *City of Toronto Act, 2006*, to require green roofs or other alternative roof surfaces on buildings, effective November 3, 2025.

### **Residential Tenancies Act – Ministry of Municipal Affairs and Housing / Ministry of the Attorney General**

Schedule 12 of the Bill amends the *Residential Tenancies Act, 2006* (RTA) to help address delays and support backlog reduction efforts at the Landlord and Tenant Board (LTB) and adjust the balance of landlord and tenant rights and responsibilities. If passed, the proposed changes would:

- Remove the requirement for a landlord to provide compensation to a tenant when evicting for personal use of the rental unit, if the landlord gives at least 120 days' notice of termination, instead of the required 60 days' notice;
- Shorten the notice period a landlord must provide to a fixed-term or month-to-month tenant to evict them for rent arrears from 14 days to 7 days;
- Remove a tenant's ability to raise issues that could otherwise be the subject of a tenant application to the LTB as part of a rent arrears hearing, if the tenant has not paid at least half of the rent arrears claimed in the application filed by the landlord;
- Remove a tenant's ability to raise issues that could otherwise be the subject of a tenant application to the LTB on the day of a rent arrears hearing, if the tenant has not given prior notice in accordance with LTB timelines;
- Specify a 15-day period for a landlord or tenant to request internal review of a final order or decision of the LTB; and

- Create new regulation-making authorities for the government to prescribe:
  - The form of a notice given by a landlord or tenant to terminate a tenancy.
  - Rules and guidelines for determining what qualifies as a “persistent” failure to pay rent / monthly housing charges, when they are due, by a tenant / member of non-profit housing co-operative.
  - Limitations on the LTB’s ability to postpone the enforcement of an eviction order and/or factors the LTB must consider before postponing enforcement.
  - Limitations, conditions, or tests related to a tenant / member of non-profit housing co-operative making a motion to set aside an eviction order that has been issued, without a hearing, when the tenant/member has given notice of termination to a landlord/co-op, or the parties have entered into an agreement to end a tenancy.
  - Limits or conditions on the power of the LTB to review its final decisions and orders.

The proposed amendments would come into force on a day to be named by order of the Lieutenant Governor in Council.

You may provide your comments on the proposed change through the Ontario Regulatory Registry from October 23, 2025, to November 22, 2025 at the links below:

- [RR 25-MMAH019](#): Seeking Feedback on Proposed Amendments to the Rules Related to Tenants Raising New Issues at a Landlord and Tenant Board (LTB) Rent Arrears Hearing
- [RR 25-MMAH024](#): Seeking Feedback on Proposed Amendments to Shorten the Rent Arrears Eviction Notice Period
- [RR 25-MMAH025](#): Seeking Feedback on Proposed Amendments to the Compensation Requirements for Landlord's Own Use Evictions
- [RR 25-MAG017](#): Seeking Feedback on Proposed Amendment to the Residential Tenancies Act, 2006 (RTA) to Shorten the Period of Time Available to Request a Review of an LTB order

## **Water and Wastewater Public Corporations Act – Ministry of Municipal Affairs and Housing**

Schedule 16 of the Bill proposes a new Act which sets out a framework for a new delivery model for water and wastewater services. The new framework will include legislative authority for the Minister to:

- Designate corporations as water and wastewater public corporations by regulation.
- Require prescribed municipalities to deliver water and wastewater exclusively through a water and wastewater public corporation beginning on a date as prescribed.

Under the new framework, the Minister will have regulation-making authority, including the ability to:

- Prescribe duties and responsibilities for the water and wastewater public corporation.
- Govern the transfer, issuance, redemption and purchase of shares and dividends of a water and wastewater public corporation.
- Govern requirements related to the nomination, appointment, election, resignation or removal of members of the board of directors of the corporation.
- Govern powers for the water and wastewater public corporation to impose and collect fees and charges. If required by LGIC regulation, the Minister of Municipal Affairs and Housing would have oversight powers over rate plans (and additional plans that may be prescribed in regulations).
- Provide for additional transitional matters.

Subject to future regulations setting out the share allocation, the first corporation would provide water and wastewater services in Peel Region and would be jointly owned by Mississauga, Brampton and Caledon. A corporation would be incorporated under the *Ontario Business Corporations Act* at the direction of the Minister that the Minister would designate as a water and wastewater public corporation.

The council of a municipality prescribed by the regulations shall, by the date specified in the regulations, make by-laws transferring employees, assets, liabilities, rights and obligations of the municipality to a water and wastewater public corporation for the purpose of providing water and wastewater services.

You may provide your comments on the proposed changes to the *Municipal Act, 2001* through the Environmental Registry of Ontario (ERO) notice and the Ontario Regulatory Registry ([025-1098](#)) from October 23, 2025 to November 22, 2025.

### **GO Transit Station Funding Act – Ministry of Infrastructure**

Schedule 4 of the Bill proposes changes the *GO Transit Station Funding Act, 2023*, to enable Municipalities the flexibility to specify payment of a transit station charge, in respect of any part of a development that consists of residential development, upon occupancy and require financial security to secure the payment of any transit station charge that is required to be paid upon occupancy of residential development.

Additional amendments will provide for the determination of a transit station charge that is payable upon occupancy of residential development.

You may provide your comments on the proposed change to the *GO Transit Station Funding Act, 2023* through the Environmental Registry of Ontario (ERO) notice [025-1182](#) from October 23, 2025 to November 22, 2025.

## **Toronto Waterfront Revitalization Corporation Act – Ministry of Infrastructure**

The proposed amendments to the *Toronto Waterfront Revitalization Corporation Act, 2002* would extend the mandate of Waterfront Toronto from 2028 to 2035, and allow for a further extension up to 2040.

The amendments also include provisions relating to a strategic review of Waterfront Toronto in 2031-32 that may inform the extension, a provision requiring the provincial government to consult with the federal government and City of Toronto prior to winding-up the corporation, and the repeal of provisions in the Act that are no longer applicable.

You may provide your comments on the proposed change to the *Toronto Waterfront Revitalization Corporation Act, 2002* through the Environmental Registry of Ontario (ERO) notice [025-1182](#) from October 23, 2025 to November 22, 2025.

## **Transit-Oriented Communities Act – Ministry of Infrastructure**

Schedule 15 of the Bill proposes to amend the *Transit-Oriented Communities Act, 2020*, which may allow the Minister to establish a Transit-Oriented Communities Advisory Panel. The Minister may appoint up to four individuals to this Advisory Panel and appoint a Chair from among them.

The Transit-Oriented Communities Advisory Panel would advise and make recommendations to the Minister, in respect of such matters as the Minister directs, related to infrastructure, transit-oriented community projects, land designated as transit-oriented community land under the Act, and other related matters.

The amendments will also enable the Minister to make an order requiring an owner of land designated as transit-oriented community land to enter into an agreement with a municipality addressing any matters that the Minister considers necessary for the appropriate development of the transit-oriented community land.

Municipalities will also be required to designate a municipal officer or employee to give to the Minister such information as the Minister requests with respect to the implementation of transit-oriented community projects that are located within that municipality.

You may provide your comments on the proposed change to the *Transit-Oriented Communities Act, 2020* through the Environmental Registry of Ontario (ERO) notice [025-1182](#) from October 23, 2025 to November 22, 2025.

## **Construction Act - Ministry of the Attorney General**

Schedule 2 of the bill proposes the following amendments to the *Construction Act* that would, if passed, refine the new annual release of holdback system that was enacted in 2024 but that is not yet in force:

Section 30 is re-enacted in order to apply with respect to the abandonment or termination of a contract or subcontract, rather than to a circumstance in which a contractor or subcontractor defaults in the performance of a contract or subcontract.

Not-yet-in-force amendments to section 31 that would have been made by section 27 of Schedule 4 to the *Building Ontario For You Act (Budget Measures), 2024* – providing for annual lien expiry – are repealed. Section 31 is amended to retain the provisions of those amendments dealing with notice of termination and its effects. The not-yet-in-force re-enacted version of section 26 (payment of basic holdback) is consequently amended to require the annual release of holdback without the expiry of liens.

Section 87.4 is amended by adding a separate transition rule for alternative financing and procurement arrangements (otherwise known as “public-private partnerships”) and to adjust the transition rules respecting amendments made to section 31.

Transitional regulation-making authority in section 88 is made more generally applicable and is transferred from the Lieutenant Governor in Council to the Minister.

The amendments are to come into force at the same time as related amendments to the Act made by the *Building Ontario For You Act (Budget Measures), 2024*, except for the transitional regulation-making authority which comes into force on Royal Assent.

### **Ontario Water Resources Act - Ministry of the Environment, Conservation and Parks**

Schedule 8 of the bill proposes amendments to the *Ontario Water Resources Act* (OWRA) that would, if enacted, would reduce the time and costs with providing on-site sewage treatment to on-farm worker housing by allowing larger systems (comprised of multiple systems with design capacities no greater than 10,000 L/d each and up to 50,000 L/d total per lot or parcel of land) to be regulated under the Ontario’s Building Code and exempting these systems from existing *Ontario Water Resources Act* requirements for environmental compliance approvals.

You may provide your comments on the proposed change to the *Ontario Water Resources Act* through the Environmental Registry of Ontario (ERO) notice [ERO 025-0900](#) from October 23, 2025 to November 22, 2025. In parallel, the government is also consulting on a policy proposal on how the Ontario Building Code will continue to provide protection to human health, the environment, and neighbouring properties in relation to these on-farm systems. You may provide comments on this supporting policy proposal to the Ontario Building Code through Environmental Registry of Ontario notice [ERO 025-0899](#) from October 24, 2025 to December 7, 2025.

### ***Building Transit Faster Act, 2020 – Ministry of Transportation***

Schedule 1 of the bill proposes amendments to the *Building Transit Faster Act, 2020* (BTFA) that, if passed, would remove barriers and streamline processes that may otherwise result in delays to the timely completion of provincial transit projects by:

- Reducing the notice period to property owners from 30 to 15 days for Metrolinx to conduct due diligence work (e.g., carrying out inspections, removing obstructions), extending access to municipal right-of-way and third-party lands to the operation and maintenance of projects, and expanding the application of Minister's access orders to additional infrastructure (e.g., tunnels, life safety systems, buildings, bridges). Amendments will also create Minister's regulation-making authorities to name additional infrastructure and to delegate powers for access orders to Metrolinx or to an MTO official.

You may provide your comments on the proposed change to the BTFA through the Environmental Registry of Ontario notice [ERO 025-1035](#).

### ***Highway Traffic Act – Ministry of Transportation***

Schedule 5 of the bill amends the *Highway Traffic Act* (HTA) to require applicants for a Driver's Licence, Photo Card and Registrant Identification Number demonstrate that the person is a resident of Ontario, that the person has legal status in Canada and, with respect to an application for a commercial class driver's licence, that the person is lawfully able to work in Canada.

The Schedule also makes amendments to Part II.1 of the HTA to address concerns about the impact of vehicle lane reductions on traffic flow, congestion, and transportation efficiency. Amendments to s.195.3 would prohibit all municipalities from reducing the number of motor vehicle lanes when installing new bicycle lanes. Regulation-making authority is also proposed that would allow the Minister to expand the prohibition to include other municipal activities or provide exemptions to the prohibition altogether.

Finally, amendments to s. 195.9 would streamline the process for reimbursement regarding the existing bicycle lane provisions.

You may provide your comments on the proposed changes through Environmental Registry of Ontario notice [ERO 025-1071](#) and Regulatory Registry notice [RR 25-MTO019](#).

### ***Local Roads Boards Act – Ministry of Transportation***

Schedule 6 of the bill amends the *Local Roads Boards Act* to allow owners of certain tax-exempt lands to make voluntary payments to their local roads boards. If approved by the Minister, the voluntary payments would be eligible for matching provincial government funding. The Minister is provided regulation-making authority to prescribe lands for this purpose, as well as to establish an approvals process for such payments. Other related amendments are made regarding record-keeping.

### ***Photo Card Act, 2008 – Ministry of Transportation***

Schedule 9 of the bill amends the *Photo Card Act, 2008*, to require that an applicant for a photo card establish that they are a resident of Ontario, and that they are in Canada lawfully.

### ***Public Transportation and Highway Improvement Act – Ministry of Transportation***

Schedule 11 of the bill adds a new section to the *Public Transportation and Highway Improvement Act* (PTHIA), stating that various things under the Act do not constitute an expropriation or injurious affection.

This Schedule also repeals and replaces s. 117 of the Act. The Minister of Transportation has existing authority under this section to set mandatory standards for highways, including for municipal roads; however, there is no such regulation currently in place. Proposed amendments would support implementation of common road construction standards across the province by creating new regulation-making authorities to allow the province to prescribe requirements for road construction contracts, establish an exemption process, and set reporting requirements pertaining to road standards. Amendments also allow the Minister to require input from stakeholders regarding standards upon request.

You may provide your comments on the proposed change to the PTHIA related to road construction standards through the Environmental Registry of Ontario notice [ERO 025-1140](#).

### ***Towing and Storage Safety and Enforcement Act, 2021 – Ministry of Transportation***

Schedule 14 of the bill amends the *Towing and Storage Safety and Enforcement Act, 2021*, such that tow operators and vehicle storage operators are not required to submit their rates to the ministry for a service where a maximum amount for that service has been set by regulation.

You may provide your comments on the proposed changes through Regulatory Registry notice [RR 25-MTO017](#).



**REPORT NO. DS-25-42**

**TO:** Council  
**DEPARTMENT:** Development Services  
**MEETING DATE:** December 4, 2025  
**SUBJECT:** **Community Relations & Economic Development Focus Areas Report**

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**RECOMMENDATION:**

THAT Report No. DS-25-42 entitled “Community Relations & Economic Development Focus Areas Report” be received;

AND THAT the Committee recommends that Council endorse the documentation updates and program highlights as presented.

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**PURPOSE & BACKGROUND:**

The purpose of this report is to highlight the key outcomes, performance improvements, and strategic value delivered by the Community Relations & Economic Development (CRED) Department in 2025. It outlines how this work supports the Township’s Strategic Plan and strengthens the foundation for evidence-based decision-making. It also demonstrates the areas of opportunity for Council to consider in 2026.

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**COMMENTS & ANALYSIS:**

In 2025, the CRED Department delivered measurable improvements that strengthened service efficiency, expanded community engagement, supported development activity, and advanced Council’s Strategic Plan. Key accomplishments included modernizing the Community Profile, enhancing communications within development services, expanding regional economic development partnerships, and securing external funding to assist in reducing pressures on the tax levy. Priorities for 2026 include further measures to enhance development services delivery, enhanced data reporting, expanded grant pursuit, and advancing investment attraction tools.

**A. Community Profile Update**

**Strategic Initiative:** To support unlocking responsible growth, it was identified that the Township could benefit from collecting critical statistical information to support evidence-based planning, investment attraction, marketing, and informed decision-making.

**Strategic Action:** The CRED Department undertook a full update of the Township's Community Profile for the first time since 2016. The new document incorporates Census data to provide information on demographics, labour force, key industries, and other critical information. Localized information derived from the information register and stakeholder register was also incorporated to create a comprehensive package.

**Outcome/Takeaways:** This document will assist in delivering on future investment attraction activities, regional partnership initiatives, planning policy development, and grant applications. It will deliver on acting as a marketing tool that communicates Malahide's strengths to prospective investors, businesses, and partners. The community profile will require periodic updates as new demographic, economic, and labour market information becomes available. In 2026, the Federal Government will complete its Census, with results released later that year and into early 2027. This full data refresh occurs every five years, and most demographic information available between cycles is estimated based on the previously published Census.

## **B. Community Engagement**

**Strategic Initiative:** To support community engagement, it was identified that Township staff should deliver initiatives that increase visibility, strengthen relationships with residents and businesses, and create more opportunities for two-way communication.

**Strategic Action:** The CRED Department delivered activities in 2025 aimed at supporting business retention, community partnership building, and local program development. Engagement highlights included: the Micromobility Presentation in Port Bruce, Pop-up booth at Springfield Family Day, 2026 Annual Satisfaction Survey, and conducting a Springfield Showcase with local groups and developers.

**Outcomes/Takeaways:** The Micromobility Session in Port Bruce was successfully delivered to the Township, providing clarity regarding the legality of golf carts and other micromobility vehicles through the lens of the municipality. It was also an opportunity to explain the challenges surrounding the province's pilot program. There were more than 20 residents in attendance, and in addition to a presentation, the CRED Manager directly spoke to several residents and provided a direct line of communication to interact with the Township. The community appreciated the direct communication and education

The Pop-up booth at the Springfield Family Fun Day featured an in-person kiosk for the 200+ attendees to speak directly to and inquire about Township activities. Constituents were pleased to engage with the Township outside of the municipal office. In addition to being educational, the event generated excitement and an in-person opportunity to thank Minister Lawton for his letter of support regarding the Health and Safety Water Stream grant.

Over the course of 12 weeks, 32 Malahide residents completed the 2026 Annual Satisfaction Survey. The notice of the survey was advertised on the Township's social

media channels, mailed out with tax bills, and physical copies of the survey were made available in person at various municipal buildings. It set a baseline for satisfaction for each department operating under the Township. The goal for upcoming years will be to discover trends on satisfaction benchmarks and find ways to engage with more constituents to complete the survey.

The Springfield walkabout & local developer showcase featured business owners, community organizations and local developers a chance to meet, communicate, discuss a future vision for Springfield through various lenses and discuss the successes and areas of improvement for the Township's development services. The Township plans on publicizing the event, highlighting our local organizations, strengthening our relationship with the community and incorporating the constructive feedback received into our continued devotion to enhance our development services.

### **C. Development Services Enhancement**

**Strategic Initiative:** To enhance development review capacity and improve customer service, the Township committed to strengthening internal processes, reducing turnaround times, and improving communication and guidance for residents, builders, and developers.

**Strategic Action:** In 2025, the Township strengthened its overall development review capacity through the hiring of a Junior Plans Examiner within the Development Services Department. The Township also created and facilitated pre-application checklists.

**Outcome/Takeaways:** The hiring of the Junior Plans Examiner position has resulted in faster turnaround times for those inquiring about building in the Township. Although the Assistant Planner role is currently vacant, the Development Services team is continuing to deliver on its 3-day turnaround service standard. Both positions working concurrently with one another have also allowed for a greater capacity to service walk-in appointments.

Development Services documented and responded to more than 110 new general inquiries between January and November, which led to 40 pre-consultation meetings. This is an increase of 25% from 2024. Projects that undergo pre-consultations prior to submitting a planning application or building permit greatly increase efficiency and customer satisfaction.

	2023	2024	2025
Pre-Consultations	15	33	40

In consultation with local developers, primary data was collected that revealed that prompt communication was the most valued element of the Township's development review process, particularly in helping applicants navigate requirements and maintain predictable project timelines.

In 2026, the Township will continue to leverage its relationship with developers and the business community to strengthen communication, identify opportunities for process improvements, and support responsible growth across Malahide.

#### **D. County Economic Development Updates**

**Strategic Initiatives:** As a lower-tier municipality, the Township of Malahide is the recipient of the programming offered by Elgin County's Economic Development and Tourism department. The Township of Malahide looks to leverage this relationship and customize opportunities to meet the full potential of the Township.

**Strategic Action:** The County of Elgin has recently updated its Official Plan, and is in the process of updating its Economic Development & Tourism Strategic Plan and Elgincentives Community Improvement Plan. The Township has actively participated in providing input to Elgin County in these initiatives as to how they apply to the benefit of the Township. In collaboration with the County throughout the year, some highlights include attending: the Southern Ontario Network for Advanced Manufacturing Innovation (SONAMI) Regional Showcase, Canada's Outdoor Farm Show, the recurring Elgin St. Thomas Workforce Development Network, as well as other events.

**Outcome/Takeaways:** The 2026 Performance Plan for Economic Development and Tourism emphasizes collaboration with lower-tier municipal partners. The Township, having an active staff person dedicated to serving this portfolio, is well-positioned to benefit from County-led programs, marketing efforts, and investment attraction tools that are aligned with Malahide's local priorities.

The Township will leverage its partnership with the County by attending regional events, participating in networking opportunities, and collaborating on marketing initiatives that promote local businesses and enhance Malahide's visibility within the broader Elgin County region. This partnership supported more than 5 meetings with private businesses initiated by the County seeking development opportunities within Malahide.

Malahide will also look to improve upon its current participation in the County's Community Improvement Plan (CIP) programming. The Township has expressed its interest in seeing the program refined to move beyond traditional downtown façade improvements and toward larger, more meaningful incentives such as the Tax Incremental Equivalency Grant (TIEG) that are more attractive to local businesses. To date, 24 Malahide businesses have participated in the County's CIP, representing a small portion of the 287 applications approved across the region. The Township will continue advocating for program adjustments that better reflect rural business needs and economic development priorities.

#### **E. Malahide's 2025 Grant Summary**

**Strategic Initiatives:** The CRED Department actively supported the pursuit of external funding for Township initiatives and community-led projects. This included preparation

and coordination of provincial and federal grant applications related to infrastructure, community facilities and emergency services.

**Strategic Action:** The Township has implemented processes that detect funding opportunities and facilitate them to the appropriate parties to be completed.

**Outcome/Takeaways:** In summary, grant activity continues to reduce reliance on taxation while enabling new service delivery, capital investment, and community program support. The volume and strategic alignment of grant activity in 2025 demonstrate an increasingly proactive and data-driven approach to municipal funding.

**\$812,732.87 approved in 2025**

**\$100,000.00 approved for 2026**

**\$36,633,224.80 awaiting decision in 2026**

<b>Application Type</b>	<b>Project Objective</b>	<b>Status</b>	<b>Amount</b>
Canada Day East Elgin Community Centre Grant 2025	Programming for July 1 <sup>st</sup> Canada Day event at E.E.C.C.	Approved	\$8,000.00
Fire Protection Grant FY (24-25)	New washer/extractor for cancer prevention.	Approved	\$25,260.87
Community Sports Recreation & Infrastructure Fund (CSRIF)	EECC facility enhancements.	Approved	\$650,035.00
Intact Insurance	Fund Drainage Assessment.	Denied	\$50,000.00
Canada Housing Infrastructure Fund (CHIF)	Port Burwell Area Secondary Water Supply System repairs.	Awaiting Decision	\$21,000,000.00
Firehouse Subs	UTV emergency vehicles.	Approved	\$29,437.00
Health and Safety Water Stream	Port Burwell Area Secondary Water Supply System repairs.	Awaiting Decision	\$15,330,000.00
Mental Health Supports for Public Safety Personnel (2026)	Assisting public safety organizations provide access to specialized mental health services for	Approved	\$100,000.00
F.C.C. Agri spirit Fund	Kitchen Improvements at S.D.C.H.	Denied	\$10,000.00
Enhancing Access to Spaces for Everyone	Increase Park & Recreational accessibility.	Awaiting Decision	\$42,000.00
Fire Protection Grant FY (25-26)	Extractor & portable air units, install drains, water supply for extractor.	Awaiting Decision	\$55,224.80

Malahide Green Buildings Pathway: Feasibility Study for Community and Civic Facilities	Conduct feasibility studies on 4 municipally owned buildings.	Awaiting Decision	\$160,000.00
Pothole Prevention and Repair Program	Pothole prevention & repair strategies, materials/labour.	Awaiting Decision	\$38,000.00
Canada Day East Elgin Community Centre Grant 2026	Programming for July 1 <sup>st</sup> Canada Day event at E.E.C.C.	Awaiting Decision	\$8,000.00

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**LINK TO STRATEGIC & OPERATIONAL PLANS:**

- Engage the Community
  - Establish, document and implement service levels
  - Maximize the utilization of all assets: people, facilities, and technology
- 

**ATTACHMENTS:**

1. Community Profile 2025
2. Elgin County: 2026 Performance Plan - Economic Development and Tourism

**Prepared by:** S. Tripp, Community Relations & Economic Development Manager

**Approved by:** N. Dias, Chief Administrative Officer



## 2026 Performance Plan

### Economic Development and Tourism

#### About Economic Development and Tourism:

Elgin County's Economic Development & Tourism Department helps grow the local economy by supporting existing businesses, attracting new ones, and promoting tourism. Our goal is to create opportunities for business growth, job creation, and visitor attraction.

We also serve as the County's destination marketing organization, promoting Elgin's attractions to people across Ontario and beyond. Everything we do supports making Elgin County a great place to live, work, and play.

The Economic Development and Tourism Department is comprised of 4.95 FTEs. A Manager oversees a Business Enterprise Facilitator, Tourism Officer, Administrative Assistant and three summer students.

#### Services the Department Provides:

- Promote local businesses through marketing, events, and online platforms.
- Connect businesses to professional service providers.
- Link businesses with municipal, regional, and community organizations.
- Host events that bring businesses and partners together to share and connect.
- Guide businesses through planning, building, and licensing requirements.
- Act as a bridge to government programs, funding, and officials.
- Provide grants and incentives for building improvements and property revitalization.
- Promote Elgin as a destination and operate the Visitor Centre.
- Manage websites and digital campaigns to attract visitors and investment.

#### Key Department Successes from 2025:

- Engaged businesses, municipalities, partners, and the public to create a new five-year strategy, to be presented to Council in December 2025.
- Closed the Employment Lands and Investment Attraction Strategy RFP in September and launched the study in October, continuing into 2026.
- Completed a full review of Elgincentives with strong engagement; program updates to be implemented in 2026.
- Mapped planning and building processes, developed a Business Guide draft with partner input, and finished the design for a 2026 public launch.

- Launched new economic development and tourism websites with positive feedback and improved online reach.
- Installed new cluster signage and signed an agreement with TODS to provide Tourism-Oriented Directional Signing for tourism businesses on County roads.
- Promoted Elgin at major shows (St. Thomas, London, Toronto) and supported over 100 businesses and community events through the Summer Marketing Assistant.
- Launched the Fall for Elgin campaign, a backroad adventure map and online promotion that helped people discover local farms, cozy markets, and festive events. The campaign included print distribution and social media promotion across the County and digital marketing with OSW and CTA.
- Partnered with Railway City Tourism and Ontario's Southwest to host a familiarization (FAM) tour for 28 tourism professionals, replacing the annual tourism networking event and providing hands-on experiences, networking opportunities, and strong industry feedback.
- Held two rural networking events with the Economic Development Committees of Southwold, Dutton Dunwich, and West Elgin. The events helped connect local businesses, municipal staff, and community partners to support economic growth in the region.

## 2026 Initiatives That Advance the Strategic Plan:

### 1) Elgin County Business Guide

**Strategy 1:** Collaborative Engagement and Communications

**Goal 3:** Continue Conversations with Businesses to Drive Understanding

Sharing the Elgin County Business Guide will help make sure businesses across the County get clear and consistent information on local business supports. Monthly social media campaigns and workshops will promote the Guide and give businesses practical support based on each theme.

This project supports Goal 1 by helping the County and local municipalities provide consistent information and work together to support businesses. It also supports Strategy 1, Goal 3 by responding directly to feedback from the business community and helping them better understand local processes.

### 2) Online Planning Tool

**Strategy 1:** Collaborative Engagement and Communications

**Goal 3:** Continue Conversations with Businesses to Drive Understanding

Creating an online tool to guide applicants through the planning and development process will make it easier for businesses and residents to understand what steps they need to take.

This project supports Goal 1 by helping the County and local municipalities provide consistent information and work together to support businesses. It also supports Goal 3 by responding to feedback from the business community, who said they need clearer guidance on planning and development.

### 3) Business Visits

**Strategy 1:** Collaborative Engagement and Communications

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**Goal 3:** Continue Conversations with Businesses to Drive Understanding

Visiting local businesses on a regular basis helps the County stay connected to the business community. These visits give us a chance to listen, learn, and understand what businesses are experiencing. By hearing directly from owners and staff, we can better respond to their needs and improve the support we offer.

This project supports Goal 3 by continuing conversations with businesses and using their feedback to guide future programs, services, and communication efforts.

**4) Regional Networking Events**

**Strategy 1:** Collaborative Engagement and Communications

**Goal 1:** Strengthen Relationships with Local Municipal Partners (LMPs) and with Regional Partners, MPs, MPPs

**Goal 3:** Continue Conversations with Businesses to Drive Understanding

Hosting networking events with local economic development committees helps build stronger connections between businesses, municipalities, and community partners. These events create space for people to share ideas, learn from each other, and explore ways to work together. Two events will be held in 2026.

This project supports Goal 1 by encouraging collaboration between the County and local municipalities through joint planning and outreach. It also supports Goal 3 by giving businesses a chance to share their experiences, ask questions, and provide feedback in a supportive setting.

**5) Economic Development and Tourism Newsletter to Local Municipal Partners**

**Strategy 1:** Collaborative Engagement and Communications

**Goal 1:** Strengthen Relationships with Local Municipal Partners (LMPs) and with Regional Partners, MPs, MPPs

Sharing a regular newsletter with local municipal partners helps keep everyone informed about County programs, funding opportunities, and upcoming initiatives. It also makes sure front-line staff have the tools and information they need to support businesses effectively. By keeping communication open and consistent, we can better understand what businesses need and respond with helpful resources and support.

This project supports Goal 1 by improving collaboration between the County and local municipalities through regular updates and shared information.

**6) Employment Lands and Investment Attraction Strategy**

**Strategy 4:** Sustainable Community Growth

**Goal 1:** Promote Economic Development while Respecting Rural Heritage

Completing the Employment Lands Strategy will help guide how sites across Elgin County are developed and promoted. The strategy will identify priority areas for growth, outline infrastructure needs, and support planning decisions that balance economic development with

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the County's rural character. It will also position Elgin to attract new investment by making it easier for businesses to find suitable locations and understand local opportunities.

This project supports Goal 1 by encouraging thoughtful development that respects the County's rural heritage while creating space for new businesses and industries to grow.

## **7) Agricultural Hall of Fame Celebration**

**Strategy 4:** Sustainable Community Growth

**Goal 1:** Promote Economic Development while Respecting Rural Heritage

Organizing an event for the Agricultural Hall of Fame is a way to celebrate leaders in Elgin's farming sector and recognize their contributions to the local economy. The event will highlight the County's strong agricultural heritage and show how farming continues to shape our communities and support economic growth.

This project supports Goal 1 by promoting economic development in agriculture while respecting and celebrating Elgin's rural roots.

## **8) Elgincentives Community Improvement Plan**

**Strategy 4:** Sustainable Community Growth

**Goal 1:** Promote Economic Development while Respecting Rural Heritage

Implementing and administering the updated Elgincentives Community Improvement Plan (CIP) will support a wide range of local development opportunities. The program offers grants for agri-business, downtown revitalization, and industrial growth, helping businesses and communities invest in improvements that align with Elgin's long-term goals.

This project supports Goal 1 by encouraging investment across sectors while respecting Elgin's rural character and supporting sustainable growth in both urban and rural areas.

## **9) Food and Drink Tours**

**Strategy 4:** Sustainable Community Growth

**Goal 1:** Promote Economic Development while Respecting Rural Heritage

Partnering with Ride the Bine and local tourism operators to offer food and drink tours will help promote Elgin's agri-tourism sector and showcase the County's unique culinary destinations. These tours will connect visitors with local farms, wineries, breweries, and restaurants. By reaching new audiences, the tours will support local businesses and encourage tourism spending across the region.

This project supports Goal 1 by promoting economic development rooted in Elgin's rural heritage and supporting tourism activities that celebrate local food, farming, and experiences.

## **10) Themed Tourism Itineraries**

**Strategy 4:** Sustainable Community Growth

**Goal 1:** Promote Economic Development while Respecting Rural Heritage

Creating themed itineraries—such as road trips and seasonal experiences—helps visitors explore Elgin County's unique attractions, from local farms and markets to small-town shops

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and scenic routes. These itineraries will be featured in the Visitor Guide and on the tourism website, making it easier for people to plan multi-stop adventures and discover more of what Elgin has to offer. Promoting them through partner channels will help reach new audiences and encourage longer stays.

This project supports Goal 1 by promoting rural businesses and experiences in a way that respects Elgin's heritage and supporting tourism activities that highlight local culture, food, and events.

## **11) Exploring New Marketing Campaigns**

### **Strategy 4: Sustainable Community Growth**

#### **Goal 1: Promote Economic Development while Respecting Rural Heritage**

Exploring new marketing campaigns will help expand Elgin County's reach beyond the London area while continuing to include it as a key market. By promoting Elgin as a visitor destination through print, digital, and partner channels, we can attract more people to experience Elgin County. These efforts will highlight Elgin's strengths in agriculture, small-town experiences, and local industry.

This project supports Goal 1 by supporting tourism activities that showcase local events, destinations, and experiences and enhancing regional marketing to attract investment in agri-business.

### **Key Performance Indicators:**

#### **Platform Views/Visits**

**KPI:** Combined reach and engagement across all tourism and economic development channels, including:

- Website analytics (visits, downloads)
- Social media engagement (followers, likes, shares)
- Visitor Centre attendance
- Partner campaign results (reach and views)
- Tradeshow participation (leads and contacts)

#### **KPI Objective(s):**

Increase awareness of Elgin County as a tourism destination and place to do business by reaching new audiences and encouraging deeper engagement across digital, in-person, and partner platforms.

#### **Rationale:**

Tourism and economic development in Elgin rely on a mix of online and in-person engagement to reach visitors and investors. Website traffic, social media activity, Visitor Centre attendance, and campaign reach help measure how well Elgin is being promoted and how effectively staff are connecting with the public.

Tracking these metrics shows Elgin's visibility as a destination, guides future marketing, and supports strategic goals by promoting tourism, local businesses, events, and the County's rural charm.

## Business Support

**KPI:** Percentage of business interactions that result in a clear next step, such as a referral, resource, or follow-up action.

### KPI Objective(s):

Increase the effectiveness of business support by ensuring that most interactions lead to a meaningful outcome, showing that staff are providing practical help and building strong relationships.

### Rationale:

Tracking the percentage of business interactions that lead to a next step helps measure the value of County outreach efforts. It shows that staff are not only meeting with businesses but also solving problems, making connections, and offering useful support. This metric reflects the quality of engagement and helps guide improvements in service delivery.

## Grants & Incentives Program Impact

### KPI:

1. **Leverage of County Dollars** – Amount of private investment generated per \$1 of County grant funding.
2. **Project Completion Rate** – Percentage of approved grant-funded projects that are completed.
3. **Reach Across Communities** – Number of municipalities and business sectors participating in the grant program.

### KPI Objective(s):

- To demonstrate the effectiveness of County grants in stimulating private investment and community development.
- To ensure that funded projects are successfully completed and result in visible improvements.
- To promote equitable access to grant opportunities across Elgin County's diverse communities and sectors.

### Rationale:

Grants and incentives are key tools for encouraging economic development and revitalization across Elgin County. Measuring the **leverage of County dollars** highlights how public funds can encourage significant private investment. Tracking **project completion** ensures accountability and confirms that approved initiatives lead to tangible outcomes. Monitoring **reach across communities** helps assess the inclusivity and geographic distribution of support, ensuring that businesses and municipalities throughout Elgin benefit from available programs.

The Strategic Initiatives portfolio leads the County's support for the **Aylmer-Elgin-St. Thomas Community Safety and Well-Being (CSWB) Plan**. Staff work in close partnership with Local Municipal Partners, the City of St. Thomas, and community organizations. This portfolio focuses on advancing **Strategy 5: Community Well-being and Inclusivity** from Council's Strategic Plan by coordinating community actions around housing, mental health, youth supports, and access to services for diverse populations.

The Manager of Economic Development, Tourism & Strategic Initiatives provides administrative and strategic support to the CSWB Integration and Action Tables.

### 2026 Initiatives That Advance the Strategic Plan:

- **Update the Action Table Reporting Template**  
Ensure Action Tables focus their work on the goals and objectives of the CSWB Plan, measure progress, and share outcomes with the community. The updated template will encourage proactive, preventative approaches rather than repeating past activities.
- **Share Updates with Partners**  
Provide regular updates to Local Municipal Partners, the City of St. Thomas, and County of Elgin Councils to demonstrate progress and build accountability.
- **Host a Winter Forum**  
Convene Councils, community organizations, and senior municipal staff at a Winter Forum to review progress, highlight Action Table work, and build collaboration on prevention-focused approaches to community safety and well-being.

### Key Performance Indicators:

- Regular reporting to partners showing clear links between Action Table activities and CSWB Plan goals.
- Strong participation at the Winter Forum from Councils, staff, and community partners.
- Action Tables updating their goals with measurable outcomes tied directly to the CSWB Plan.

### Budget Highlights:

- An explanation of how the proposed base operating budget has increased or decreased from the previous year and a brief explanation of why. This will be based on a budget chart from Questica which will be attached below.

## 2026 Proposed Operating 280 - Economic Development

	Year 2025	2026 Proposed		
	Budget	Proposed Budget	\$ Change	% Change
<b>280 - Economic Development</b>	<b>1,251,055</b>	<b>889,146</b>	<b>(361,909)</b>	<b>-28.9%</b>
Revenue Total	(22,668)	(9,668)	13,000	-57.3%
Wages Total	417,078	410,818	(6,260)	-1.5%
Benefits Total	115,909	122,460	6,551	5.7%
Operating Costs Total	740,736	365,536	(375,200)	-50.7%
<b>280 - Economic Development Total</b>	<b>1,251,055</b>	<b>889,146</b>	<b>(361,909)</b>	<b>-28.9%</b>

Economic Development operating costs dropped by 50.7% because two major strategies—the Economic Development and Tourism Strategy and the Employment Lands and Investment Attraction Strategy—were funded in 2025 and won't need funding again in 2026.

The Community Improvement Plan (CIP) project is also being closed, which had a large amount set aside for grants. Since it's not continuing in 2026, any unused funds will be moved to reserves.

A new CIP budget will be set by Council, currently planned at \$80,000.



*the* **TOWNSHIP** *of*  
**MALAHIDE**  
*A proud tradition, a bright future.*

**COMMUNITY PROFILE 2025**

Version 1.0

October 2025

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This document contains information that is subject to change without notice. All data is believed to be accurate, but the reader is advised to verify data before reaching decisions based upon information contained within this document. All marks are the property of their respective owners.

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# 1. Introduction

The Township of Malahide was formed in 1998 through the amalgamation of the former Township of South Dorchester, the former village of Springfield, and the former Township of Malahide. It is the second largest municipality by population of the 7 municipalities that comprise Elgin County. The Township is bordered by Bayham Township and South-West Oxford to the east, Thames Centre to the North, Central Elgin Township to the west, and Lake Erie to the south, surrounding the Town of Aylmer. With a current population of approximately 9,700 residents, the Township covers a large geographical area of 395.05 square kilometers and serves several villages, hamlets, and settlement areas. The Township also enjoys the unique shoreline access to Lake Erie through Port Bruce. The Township is proud to maintain its agricultural base but welcomes new residential and commercial development.

## 1.1 Location

Malahide Township is strategically located on the north shore of Lake Erie, directly connected to Canada's main transportation artery, Highway 401, through interchanges at Imperial Road (Hwy 73), Belmont Road (Hwy 74), Dorchester Road, and Putnam Road. Talbot Line (Highway 3) links the Township westward to the Windsor–U.S. border crossing and eastward to the Niagara border crossing. Within a two-hour drive, Malahide provides access to over six million customers and four major border crossings to the United States. Covering an area of 395 km<sup>2</sup> (152.5 square miles), the Township is situated at approximately 42°44' N latitude and 80°54' W longitude, with an elevation of 229 metres (750 feet) above sea level. Malahide operates within the Eastern Standard Time Zone, observing Eastern Daylight Time in the summer months.

*Figure 1: Township of Malahide Location in Ontario*



## 1.2 Climate

The Township of Malahide enjoys a year-round moderate climate highlighted by four distinct seasons. The average summer temperature is 77°F (25°C) with the average winter temperature being 35°F (2°C). The winter weather generally lasts from December to March with summer temperatures stretching from May through September.

## 2. Demographics

Malahide is home to just over 9,300 residents (2021 Census), making it one of the largest rural municipalities by population in Elgin County. The Township's population has grown steadily in recent years, supported by strong agricultural roots, affordable housing, and its proximity to urban areas such as Aylmer, St. Thomas, and London. Malahide's demographic profile reflects a balanced mix of farm families, established rural households, and newcomers seeking a small-town lifestyle, with a median age slightly higher than the provincial average. The community includes a large Mennonite population that contributes significantly to the local agricultural economy and social fabric.

*Table 1: Population Count in Malahide & Ontario*

	<b>2011</b>	<b>2016</b>	<b>2021</b>	<b>2024 (Estimated)</b>
<b>Malahide Population Count</b>	9,146	9,292	9,308	10,036
<b>% Change Previous Census</b>	-	+1.6	+0.17%	+7.8%
	<b>2011</b>	<b>2016</b>	<b>2021</b>	<b>2024 (Estimated)</b>
<b>Province of Ontario Population Count</b>	12,851,821	13,448,494	14,223,942	16,228,152
<b>% Change Previous Census</b>	-	+4.6%	+5.8%	+14%

*Source 1: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).*

*Source 2: Statistics Canada, Table 17-10-0155-01, Population estimates, quarterly.*

*Source 3: Statistics Canada, Table 17-10-0009-01, Components of population change.*



Figure 2: Age Distribution Chart in Malahide &amp; Ontario

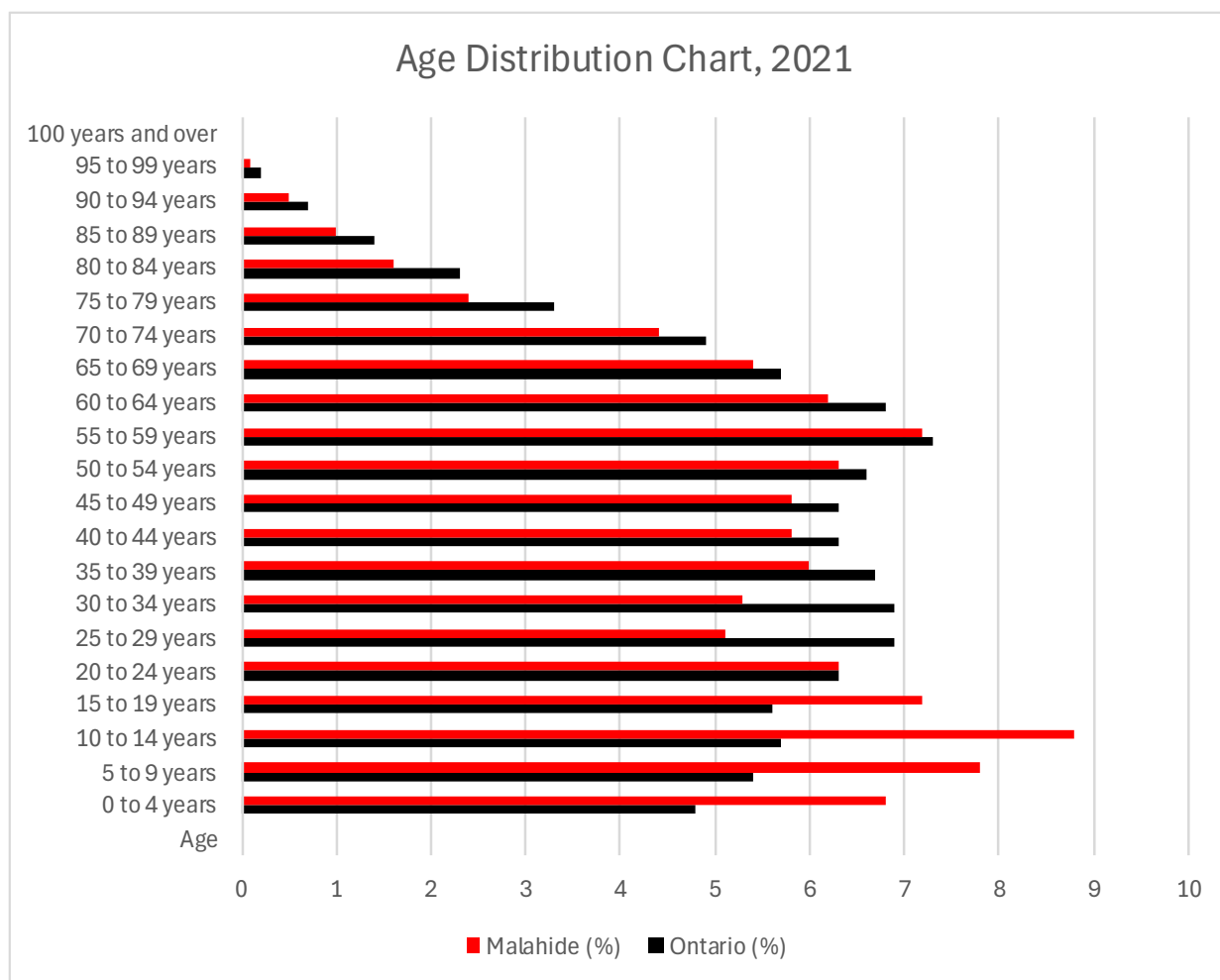


Table 2: Age Distribution in Malahide &amp; Ontario, 2021

Characteristics	Ontario (%)	Elgin County (%)	Malahide (%)
<b>Age</b>			
0 to 4 years	4.8	5.5	6.8
5 to 9 years	5.4	6.0	7.8
10 to 14 years	5.7	6.5	8.8
15 to 19 years	5.6	5.9	7.2
20 to 24 years	6.3	5.2	6.3
25 to 29 years	6.9	5.3	5.1
30 to 34 years	6.9	5.9	5.3
35 to 39 years	6.7	6.0	6.0
40 to 44 years	6.3	5.8	5.8



45 to 49 years	6.3	6.1	5.8
50 to 54 years	6.6	6.4	6.3
55 to 59 years	7.3	7.7	7.2
60 to 64 years	6.8	7.3	6.2
65 to 69 years	5.7	6.4	5.4
70 to 74 years	4.9	5.7	4.4
75 to 79 years	3.3	3.8	2.4
80 to 84 years	2.3	2.4	1.6
85 to 89 years	1.4	1.3	1.0
90 to 94 years	0.7	0.6	0.5
95 to 99 years	0.2	0.2	0.1
100 years and over	0.0	0.0	0.0

Source 4: Statistics Canada, Table 17-10-0009-01, Components of population change.

Table 3: Language Characteristics in Malahide & Ontario

Characteristics (First Languages)	Malahide (%)	Ontario (%)
English Only	96.20%	85.1%
French Only	0.05%	0.31%
English and French	2%	11.7%
Other language(s)	1.75%	2.89%

Non- Official Languages Speakers ("Mother Tongue – first language learned at home")	Malahide (Count)	Malahide (% Population)
Germanic	2,775	30%
Spanish	35	0.4%
Other	125	1.6%
Total	2,935	32%

Source 5: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).

Table 4: Mobility Characteristics of Malahide & Ontario

Characteristics	Malahide 2021 (%)	Ontario 2021 (%)
Mobility Status – place of residence one year ago		
Total Population 1 year and under		
Non-movers	90%	88.4%
Movers	10%	11.6%
Non-migrants	41%	6.6%



Migrants	69%	5%
Migrants within Canada	87.5%	82%
Migrants from outside Canada	12.5%	8%
Migrants within Ontario (intra/internal)	88%	90.5%
Migrants from outside of Ontario (inter/internal))	12%	9.5%
<b>Characteristics</b>	<b>Malahide 2021 (%)</b>	<b>Ontario 2021 (%)</b>
Mobility Status – place of residence one year ago		
Total Population 5 year and over		
Non-movers	67.2%	62.6%
Movers	32.8%	37.4%
Non-migrants	6.9%	15.6%
Migrants	25.9%	21.7%
Migrants within Canada	92.3%	74.7%
Migrants from outside Canada	7.7%	25.3%
Migrants within Ontario (intra/internal)	94.6%	89.4%
Migrants from outside of Ontario (interp/internal)	5.4%	10.6%

Source 6: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).

Figure 3: Level of Educational Attainment

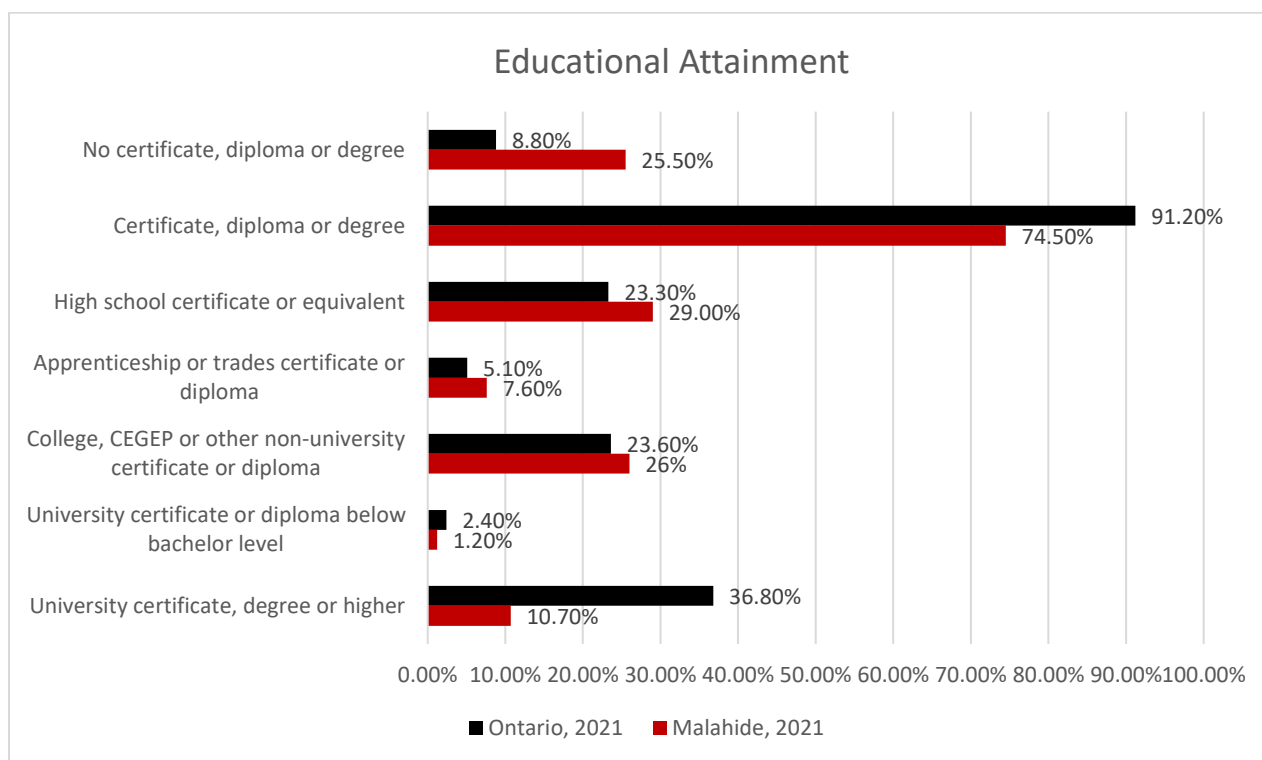


Table 5: Highest Level of Educational Attainment in Malahide &amp; Ontario

Level of Education 25 to 64	Malahide, 2021	Ontario, 2021
<b>Highest Level of Educational Attainment</b>		
No certification, diploma or degree	25.5%	8.8%
Certificate, diploma or degree	45.4%	67.8%
Apprenticeship or trades certificate or diploma	7.6%	5.1%
College, CEGEP or other non-university certificate or diploma	26%	23.6%
University certificate or diploma below bachelor level	1.2%	2.4%
University certificate or degree	10.7%	36.8%
Bachelor's degree	7.9%	23.7%
University certificate or diploma above bachelor level	0.7%	2.3%
Degree in medicine, dentistry, veterinary medicine or optometry	0.3%	0.9%
Master's degree	1.8%	8.7%
Earned doctorate	0.2%	1.2%

Source 7: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).

Table 6: Income Distribution in Malahide &amp; Ontario

Characteristic (Total income)	Malahide, 2021	Ontario, 2021
<b>Total Population 15 years+</b>		
Without income	3.2%	4.1%
With income	96.8%	95.9%
Under \$10,000	9.4%	8.7%
\$10,000 to \$19,999	13%	12.2%
\$20,000 to \$29,999	14.2%	15.5%
\$30,000 to \$39,999	12.5%	12.3%
\$40,000 to \$49,999	11.6%	10.5%
\$50,000 to \$59,999	10.3%	8.7%



<b>\$60,000 to \$69,999</b>	8.6%	6.9%
<b>\$70,000 to \$79,999</b>	5.8%	5.4%
<b>\$80,000 to \$89,999</b>	4.0%	4.2%
<b>\$90,000 to \$99,999</b>	3.2%	3.4%
<b>\$100,000 and over</b>	7.5%	12.0%
<b>\$100,000 to \$149,999</b>	5.8%	7.9%
<b>\$150,000 and over</b>	1.6%	4.1%
<b>Characteristic</b>		
<b>Median Total Income</b>	\$40,800	\$41,200
<b>Average Total Income</b>	\$48,840	\$56,350
<b>Standard error of average total income</b>	\$142.40	\$6.53

Source 8: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).

Table 7: Family Income Levels in Malahide & Ontario

<b>Characteristic (Total income)</b>	<b>Malahide, 2021</b>	<b>Ontario, 2021</b>
<b>Total number of economic families (by income in 2020)</b>		
<b>Under \$10,000</b>	1.1%	1.7%
<b>\$10,000 to \$19,999</b>	1.6%	4%
<b>\$20,000 to \$29,999</b>	4.7%	6.5%
<b>\$30,000 to \$39,999</b>	5.7%	6.1%
<b>\$40,000 to \$49,999</b>	6.2%	6.6%
<b>\$50,000 to \$59,999</b>	6.5%	6.7%
<b>\$60,000 to \$69,999</b>	6.6%	6.6%
<b>\$70,000 to \$79,999</b>	7.6%	6.4%
<b>\$80,000 to \$89,999</b>	6.8%	6.1%
<b>\$90,000 to \$99,999</b>	6.3%	5.7%
<b>\$100,000 and over</b>	46.9%	44.7%

Source 9: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).

Table 8: Family Income Distribution Characteristics in Malahide & Ontario

<b>Characteristic</b>	<b>Malahide, 2021</b>	<b>Ontario, 2021</b>
<b>Median family income</b>	\$106,000	\$111,000
<b>Average family income</b>	\$120,700	\$137,200
<b>Composition of family income in 2020 for all economic families</b>		
<b>Employment Income %</b>	66.2%	67.4%
<b>Government Transfer payments %</b>	17.3%	17.1%



<b>Other %</b>	<b>16.5%</b>	<b>15.5%</b>
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Source 10: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).

Table 9: Household Income Levels in Malahide & Ontario

<b>Characteristic (Total income)</b>	<b>Malahide, 2021</b>	<b>Ontario, 2021</b>
<b>Total number of private households (by income in 2020)</b>		
<b>Under \$10,000</b>	9.9%	9.1%
<b>\$10,000 to \$19,999</b>	13.4%	12.8%
<b>\$20,000 to \$29,999</b>	16.3%	17.4%
<b>\$30,000 to \$39,999</b>	14.9%	14.3%
<b>\$40,000 to \$49,999</b>	13.8%	12.3%
<b>\$50,000 to \$59,999</b>	11.5%	9.5%
<b>\$60,000 to \$69,999</b>	7.5%	6.9%
<b>\$70,000 to \$79,999</b>	4.6%	5.1%
<b>\$80,000 to \$89,999</b>	3.4%	4.0%
<b>\$90,000 to \$99,999</b>	1.8%	2.5%
<b>\$100,000 and over</b>	2.9%	6.2%

Source 11: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).

Table 10: Median and Average Household Income in Malahide & Ontario

<b>Characteristic</b>	<b>Malahide, 2021</b>	<b>Ontario, 2021</b>
<b>Median household income</b>	\$95,000	\$91,000
<b>Average household income</b>	\$84,000	\$79,500

Source 12: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).

### 3. Labour Force

Malahide's labour force reflects the Township's strong agricultural base and its role within the broader Southwestern Ontario economy. According to the 2021 Census, roughly 4,700 residents are active in the labour force, with a participation rate slightly higher than the provincial average due to the Township's younger farm families and strong work ethic. Agriculture, agri-business, and skilled trades are core drivers of employment, with significant numbers working as farm operators, labourers, transport truck drivers, and in related services. Manufacturing and construction also provide stable employment, supported by local firms and regional employers in nearby urban municipalities. Health care, education, and retail service occupations round out the labour force, reflecting both local demand and commuting patterns. Many residents travel outside the Township daily for work, underscoring Malahide's role as both an employment hub and a residential community linked to larger regional centres



### 3.1 Key Indicators

Table 11: Labour Force Rates in Malahide

Characteristic	Malahide, 2021	Elgin County, 2021	Ontario, 2021
Working Age population, 15-64 years old.	5,680	58,395	9,334,440
In the labour force	4,760	46,985	7,399,200
Employed	4,400	42,155	6,492,895
Unemployed	365	4,830	906,310
Not in the labour force	2,240	29,425	4,383,620
Participation rate	68%	61.5%	62.8%
Employment rate	63%	55.2%	55.1%
Unemployment rate	7.7%	10.3%	12.2%

### 3.2 Labour Force by Occupation, 2021

Figure 4: Labour Force by Occupation Graph

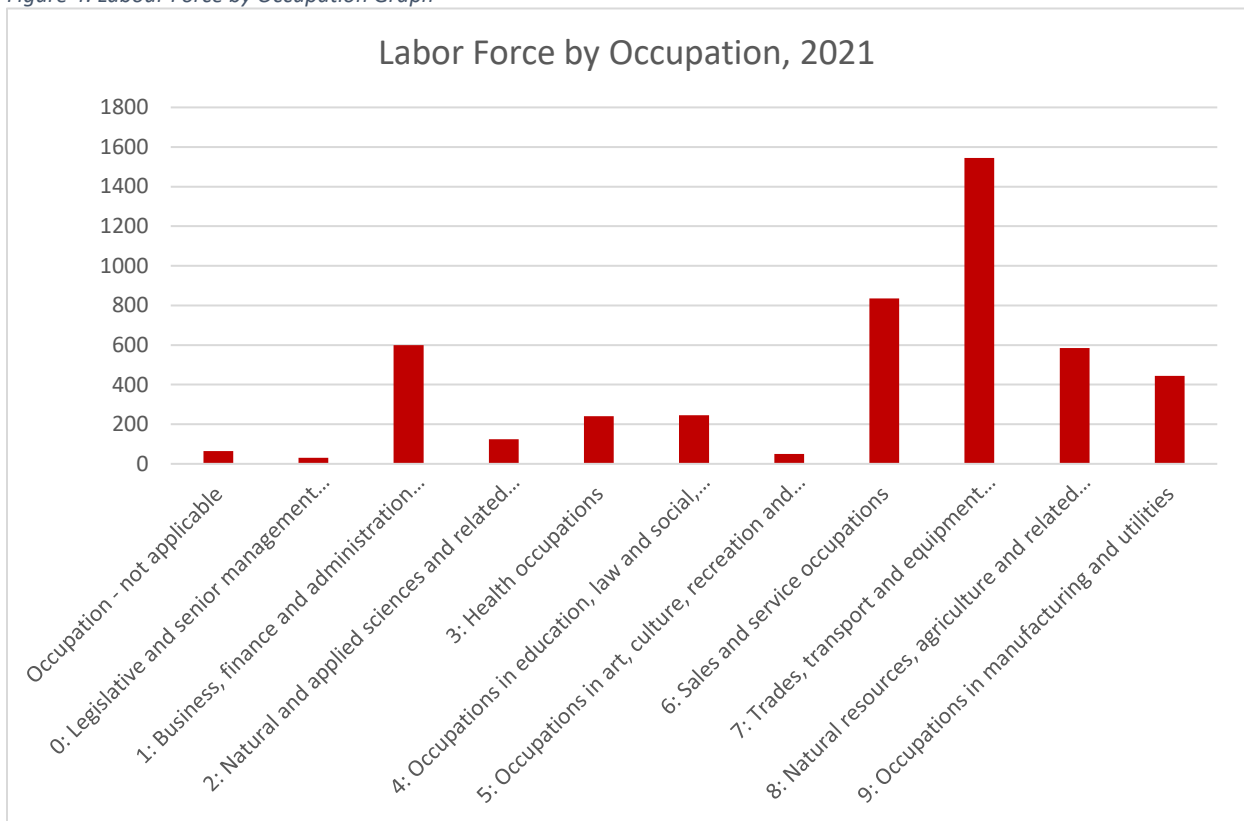


Table 12: Labour Force by Occupation in Malahide, 2021

Labour Force by Occupation	Total
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Occupation - not applicable	65
All occupations	4,700
0: Legislative and senior management occupations	30
1: Business, finance and administration occupations	600
2: Natural and applied sciences and related occupations	125
3: Health occupations	240
4: Occupations in education, law and social, community and government services	245
5: Occupations in art, culture, recreation and sport	50
6: Sales and service occupations	835
7: Trades, transport and equipment operators and related occupations	1,545
8: Natural resources, agriculture and related production occupations	585
9: Occupations in manufacturing and utilities	445

Source 13: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).

Table 13: Labour Force by Industry (NAICS) in Malahide & Ontario

<b>Labour Force by Industry (NAICS)</b>	<b>Malahide</b>	<b>Malahide (%)</b>	<b>Ontario (%)</b>
<b>Total Labour Force Aged 15 and over</b>	4,760		7,399,205
<b>Industry - not applicable</b>		1.4	2.9
<b>All industries</b>	4,700	98.7	97.1
<b>11: Agriculture, forestry, fishing and hunting</b>	615	12.9	1.4
<b>21: Mining, quarrying, and oil and gas extraction</b>	15	0.3	0.5
<b>22: Utilities</b>	50	1.1	0.7
<b>23: Construction</b>	690	14.5	7.3
<b>31-33: Manufacturing</b>	845	17.8	8.9
<b>41: Wholesale trade</b>	145	3	3.3
<b>44-45: Retail trade</b>	395	8.3	10.8
<b>48-49: Transportation and warehousing</b>	355	7.5	5.1
<b>51: Information and cultural industries</b>	15	0.3	2.3
<b>52: Finance and insurance</b>	90	1.9	5.4
<b>53: Real estate and rental and leasing</b>	75	1.6	2.1
<b>54: Professional, scientific and technical services</b>	135	2.8	9.2
<b>55: Management of companies and enterprises</b>	0	0	0.4
<b>56: Administrative and support, waste management and remediation services</b>	140	2.9	4.4
<b>61: Educational services</b>	215	4.5	7.2
<b>62: Health care and social assistance</b>	365	7.7	11.6



<b>71: Arts, entertainment and recreation</b>	55	1.2	1.8
<b>72: Accommodation and food services</b>	180	3.8	5.3
<b>81: Other services (except public administration)</b>	215	4.5	3.8
<b>91: Public administration</b>	105	2.2	5.8

Source 14: Statistics Canada, Table 98-10-0459-01, 2021 Census of Population, Profile for Malahide (CSD).

### 3.3 Place of Work

In the 2021 Census, there was a reported 2,885 commutes to work usual place of work out of 4,400 in labour force. 790 worked from home, 10 worked outside of Canada and 715 had no fixed workplace address. Aylmer, London and St. Thomas were the most popular places of work for those commuting outside of Malahide. The most popular inbound commuters were from Aylmer, St. Thomas and Bayham.

Table 14: Labour Force Place of Malahide Resident

Place of Work	Total (worked at home + commuted within census subdivision)	Male	Female
<b>Malahide</b>	1,105	520	590

Source 15: Statistics Canada, Table 98-10-0459-01, Commuting flow from geography of residence to geography of work by gender: Census subdivisions (CSD).

Table 15: Place of Work for Malahide Resident

Place of Residence	Place of Work	Total
Malahide	Norfolk County	65
Malahide	Tillsonburg	190
Malahide	SW Oxford	50
Malahide	Bayham	75
Malahide	Malahide	315
Malahide	Aylmer	855
Malahide	Central Elgin	105
Malahide	St. Thomas	365
Malahide	London	485

Source 16: Statistics Canada, Table 98-10-0459-01, Commuting flow from geography of residence to geography of work by gender: Census subdivisions (CSD).

Table 16: Place of Residence for Malahide Worker

Place of Residence	Place of Work	Total
Aylmer	Malahide	205
Barrie	Malahide	15



Bayham	Malahide	105
Burlington	Malahide	10
Central Elgin	Malahide	70
Clarington	Malahide	15
Ingersoll	Malahide	20
Kawartha Lakes	Malahide	10
London	Malahide	70
Malahide	Malahide	315
Norfolk County	Malahide	40
SW Oxford	Malahide	15
Southwold	Malahide	15
St. Thomas	Malahide	105
Thames Centre	Malahide	15
Tillsonburg	Malahide	20
Toronto	Malahide	10
Zorra	Malahide	10

Source 17: Statistics Canada, Table 98-10-0459-01, Commuting flow from geography of residence to geography of work by gender: Census subdivisions (CSD).

Table 17: Net Import & Export of Labour Force

Industry (NAICS)	Employed in Region	Resident in Region	Net exp (-) / imp (+) of Labour
<b>11: Agriculture, forestry, fishing and hunting</b>	407	567	-160
<b>21: Mining, quarrying, and oil and gas extraction</b>	0	13	-13
<b>22: Utilities</b>	10	28	-18
<b>23: Construction</b>	151	279	-128
<b>31-33: Manufacturing</b>	322	754	-432
<b>41: Wholesale trade</b>	64	120	-56
<b>44-45: Retail trade</b>	90	334	-244
<b>48-49: Transportation and warehousing</b>	70	220	-150
<b>51: Information and cultural industries</b>	2	15	-13
<b>52: Finance and insurance</b>	34	85	-51



<b>53: Real estate and rental and leasing</b>	22	75	-53
<b>54: Professional, scientific and technical services</b>	37	110	-73
<b>55: Management of companies and enterprises</b>	0	1	-1
<b>56: Administrative and support, waste management and remediation services</b>	35	85	-50
<b>61: Educational services</b>	181	199	-18
<b>62: Health care and social assistance</b>	205	333	-128
<b>71: Arts, entertainment and recreation</b>	16	34	-18
<b>72: Accommodation and food services</b>	5	139	-134
<b>81: Other services (except public administration)</b>	79	185	-106
<b>91: Public administration</b>	187	100	87

Source 18: Lightcast Analyst, Industry Table Data, 2025.

## 4. Key Industries

Malahide's economy is anchored by a mix of agriculture, manufacturing, construction, health care, and education. Agriculture remains the Township's cornerstone, with more than 370 farms and nearly 400 local jobs directly tied to crop and livestock production, along with agri-support businesses such as equipment dealers and input suppliers. Manufacturing is another pillar, employing over 700 people in areas like motor vehicle body and trailer manufacturing, fabricated metal products, machinery production, and dairy processing—industries that leverage Malahide's skilled trades base and proximity to supply chains in Elgin and Oxford County. Construction also plays a growing role, with close to 350 jobs across residential building, specialty trades, and heavy civil works, reflecting steady demand for housing and infrastructure in the region. Health care and social assistance is a rapidly expanding sector, supported by nursing care facilities, home health services, and ambulatory care, together



employing more than 200 people locally. Education services, particularly in elementary and secondary schools as well as trade and technical training, have also grown significantly, adding over 140 jobs since 2018. Together, these sectors underscore Malahide's unique mix of primary agriculture, value-added manufacturing, skilled trades, and essential services, while highlighting its role as both a rural farming hub and a contributor to the broader Southwestern Ontario economy.

Table 18: Largest Private Sector Employers by Industry

Industry	No. of Jobs (approx.) 2018	No. of Jobs (approx.) 2023	Growth
<b>0: Legislative and senior management occupations</b>	<10	<10	Insufficient Data
<b>1: Business, finance and administration occupations</b>	240	283	18%
<b>2: Natural and applied sciences and related occupations</b>	97	127	30%
<b>3: Health occupations</b>	90	145	61%
<b>4: Occupations in education, law and social, community and government services</b>	184	306	66%
<b>5: Occupations in art, culture, recreation and sport</b>	26	29	13%
<b>6: Sales and service occupations</b>	426	408	-4%
<b>7: Trades, transport and equipment operators and related occupations</b>	731	762	4%
<b>8: Natural resources, agriculture and related production occupations</b>	487	368	-24%
<b>9: Occupations in manufacturing and utilities</b>	237	245	4%
<b>X Unclassified occupation</b>	34	32	-4%

Source 19: Lightcast, Analyst Platform – Highest Ranked Occupations, 2025 Labour Market Dataset.

## 5. Transportation Facilities

Malahide benefits from strong regional transportation connectivity despite its rural character. Highways are the Township's primary backbone, with Highway 401, Highway 3, and Highway 73 providing efficient east–west and north–south access to regional markets, the Windsor–Quebec trade corridor, and nearby border crossings into the United States.



## 5.1 Highways

Malahide is well connected to major markets through an established network of regional and provincial highways. The MacDonald Cartier Freeway (Highway 401) offers express, toll-free delivery of products throughout southern Ontario, with linkages into the Northeastern United States. Talbot Line (Hwy 3) links to the Windsor boarder crossing to the west and Niagara board crossing to the east. Malahide's proximity to these major networks has allowed many local industries to implement a Just-in-Time delivery system.

*Table 19: Distance to Urban Centres*

<b>Distance to Major Urban Centres</b>	<b>Kilometres (KM)</b>	<b>Market Size</b>
<b>Kitchener</b>	100	282,375
<b>London</b>	38	448,051
<b>Brantford</b>	80	110,617
<b>Hamilton</b>	110	597,010
<b>Toronto</b>	180	3,026,000
<b>Montreal</b>	710	1,792,000
<b>Cleveland, USA</b>	505	362,656
<b>Pittsburgh, USA</b>	560	303,255
<b>Chicago, USA</b>	679	2,664,000
<b>Boston, USA</b>	960	653,833
<b>New York, USA</b>	864	8,258,000

*Table 20: Distance to Major U.S. Border Crossings*

<b>Distance to Border Crossing</b>	<b>Kilometres (KM)</b>	<b>Market Size</b>
<b>Niagara Falls</b>	205	94,415
<b>Sarnia</b>	130	72,047
<b>Fort Erie</b>	118	32,901
<b>Buffalo</b>	234	274,678
<b>Windsor</b>	202	236,789
<b>Detroit</b>	205	633,218

## 5.2 Rail Service

Malahide is well served by regional rail connections through nearby municipalities. Trillium Railway, now operated by GIO Rail Holdings, provides short line freight service on the Cayuga Subdivision between St. Thomas and Tillsonburg, extending toward Delhi. This line handles a



variety of commodities including grain, corn syrup and by-products, fertilizer, agricultural chemicals, and pipe. Through interchange connections with Canadian National (CN) and Norfolk Southern (NS) in St. Thomas, as well as with the Ontario Southland Railway (OSR) and Canadian Pacific (CP) in Tillsonburg, Trillium connects Malahide-area businesses to the wider North American rail network. For passenger travel, residents can access VIA Rail Canada service at London Station, located at 205 York Street in downtown London, approximately 50 kilometres (31 miles) from Malahide's northern boundary. London Station provides frequent intercity connections along VIA's Québec City–Windsor Corridor, linking Malahide residents and businesses to major centres such as Toronto, Windsor, Ottawa, and Montréal.

### 5.3 Airports

The Township of Malahide has close access to both international and regional airports providing a global transportation linkage.

The St. Thomas Municipal Airport is located on Talbot Line (Hwy 3) just 7.2 kilometres from Malahide's westerly limits and is 6 kilometres west of the City of St. Thomas. The Airport's 5,050 foot/1,540 metre runway is used by hundreds of international flights annually.

Click for more information: [City of St. Thomas Municipal Airport](#)

The London International Airport is located 27 kilometres from Malahide's northerly limits. It is located 9.3 kilometres northeast of the city of London, Ontario and is classified as an airport of entry by Transport Canada. In 2023, the airport was listed as the 17th busiest airport in Canada in terms of aircraft movements with 102,122 flights.

Click for more information: [London International Airport](#)

## 6. Taxes and Utilities

### 6.1 Tax Delivery and Service Provider Rates and Fees

Malahide's property taxes are competitive within Elgin County, with farmland making up the largest share of assessment, followed by residential and commercial properties. Annual tax rates are set by Council to balance affordability with service delivery.

Utilities are provided through municipal and regional systems. Water and wastewater services are available in settlement areas, while rural properties rely on wells and septic systems. Natural gas is supplied by EPCOR, electricity by Hydro One, and waste management through Elgin County's collection and recycling programs.

*Table 21: Tax Rates by Property Class in Malahide*

Property Class	Total Tax Rates
Residential	0.00767263



<b>Commercial Occupied</b>	0.01256470
<b>Commercial Vacant Land</b>	0.01256470
<b>Commercial Small Scale on Farm Business</b>	0.00314117
<b>Industrial Occupied</b>	0.01707236
<b>Industrial Vacant Land</b>	0.01707236
<b>Industrial Small Scale on Farm Business</b>	0.00426828
<b>Pipeline</b>	0.00878209
<b>Farmland</b>	0.00176470
<b>Managed Forest</b>	0.00191816

## 6.2 Federal and Provincial Income Tax Rates

Table 22: Corporate Taxes – Non-Canadian Controlled

<b>Combined Federal and Provincial</b>	<b>2025</b>
<b>General/Manufacturing and Processing/Investment</b>	26.5%
<b>General; Active Business Income</b>	26.5%
<b>Investment Income</b>	50.17%

Table 23: Corporate Taxes – Canadian Controlled

<b>Combined Federal and Provincial</b>	<b>2025</b>
<b>General/Manufacturing and Processing/Investment</b>	12.2% up to \$500K, 26.5% above \$500K
<b>General; Active Business Income</b>	12.2% up to \$500K, 26.5% above \$500K
<b>Investment Income</b>	50.17%

Table 24: Personal Income Tax

<b>Taxable Income (\$CDN)</b>	<b>2025 Marginal Rate (Combined Rate)</b>	<b>Capital Gains</b>	<b>Eligible Dividends</b>	<b>Small Business Dividends</b>
<b>\$0 – \$15,705</b>	20.05%	10.03%	-6.86%	9.24%
<b>\$15,706 – \$55,867</b>	24.15%	12.08%	-1.20%	13.95%
<b>\$55,868 – \$90,529</b>	29.65%	14.83%	6.39%	20.28%
<b>\$90,530 – \$106,717</b>	31.48%	15.74%	8.92%	22.38%
<b>\$106,718 – \$111,733</b>	33.89%	16.95%	12.24%	25.16%
<b>\$111,734 – \$150,000</b>	37.91%	18.95%	17.79%	29.78%



<b>\$150,001 – \$173,205</b>	43.41%	21.70%	25.38%	36.10%
<b>\$173,206 – \$220,000</b>	44.97%	22.48%	27.53%	37.90%
<b>\$220,001 – \$246,752</b>	48.29%	24.14%	32.11%	41.72%
<b>\$246,753 – \$307,473</b>	49.85%	24.92%	34.26%	43.51%
<b>Over \$307,473</b>	53.53%	26.76%	39.34%	47.74%

Table 25: Sales Tax

<b>Sales Tax</b>	<b>Malahide, 2025</b>
<b>GST (Federal)</b>	5%
<b>PST (Provincial)</b>	8%
<b>Total: HST (Harmonized)</b>	13%

### 6.3 Electricity

Table 26: Hydro One Residential Electricity Rates

Electricity Rates effective Nov 1, 2024	Urban High Density	Medium Density	Low Density
<b>1. Electricity:</b>			
<b>Time-of-Use Prices</b>			
Off-Peak	7.4¢	7.4¢	7.4¢
Mid-Peak	10.2¢	10.2¢	10.2¢
On-Peak	15.1¢	15.1¢	15.1¢
<b>Ultra Low Overnight (ULO) Plan</b>			
Ultra-Low Overnight	2.8¢	2.8¢	2.8¢
Weekend Off-Peak	7.4¢	7.4¢	7.4¢
Mid-Peak	10.2¢	10.2¢	10.2¢
On Peak	24.0¢	24.0¢	24.0¢
<b>Tiered Price Plans</b>			
First 600 kWh (adjusted usage - ¢/kWh)	8.7¢	8.7¢	8.7¢
Additional kWh (adjusted usage - ¢/kWh)	10.3¢	10.3¢	10.3¢
<b>2. Delivery</b>			
Distribution service charge: (\$/month)	39.89	68.09	77.65
Distribution volume charge: (metered usage - ¢/kWh)	N/A	N/A	1.27¢
Transmission network charge: (adjusted usage - ¢/kWh)	1.26¢	1.18¢	1.09¢
Transmission connection charge: (adjusted usage - ¢/kWh)	0.93¢	0.87¢	0.82¢
<b>3. Regulatory charges</b>			



Standard Supply Admin charge (\$/month)	\$0.25	\$0.25	\$0.25
Rural or Remote Rate Protection Charge (¢/kWh - adjusted)	0.14¢	0.14¢	0.14¢
IESO Wholesale Market Service Rate (includes capacity-based recovery) (¢/kWh - adjusted)	0.45¢	0.45¢	0.45¢
<b>4. Adjustment Factor</b>	1.057	1.076	1.105

Table 27: Hydro One Small Business Electricity Rates (<50kW/month)

Electricity Rates effective Jan 1, 2024	Urban Demand	Demand
<b>1. Electricity</b>		
<b>Time-of-Use Prices</b>		
Off-Peak	7.6¢	7.6¢
Mid-Peak	12.2¢	12.2¢
On-Peak	15.8¢	15.8¢
<b>Tiered Price Plans</b>		
First 750 kWh (adjusted usage - ¢/kWh)	8.7¢	8.7¢
Additional kWh (adjusted usage - ¢/kWh)	10.3¢	10.3¢
<b>2. Delivery</b>		
Distribution service charge: (\$/month)	25.51	32.78
Distribution volume charge: (metered usage - ¢/kWh)	3.56	7.33
Transmission network charge: (adjusted usage - ¢/kWh)	0.99	0.93
Transmission connection charge: (adjusted usage - ¢/kWh)	0.78	0.74
<b>3. Regulatory charges</b>		
Standard Supply Admin charge (\$/month)	\$0.25	\$0.25
Rural or Remote Rate Protection Charge (¢/kWh - adjusted)	0.14¢	0.14¢
IESO Wholesale Market Service Rate (includes capacity-based recovery) (¢/kWh - adjusted)	0.45¢	0.45¢
<b>4. Adjustment Factor</b>	Range 1.034 - 1.065	Range 1.034 - 1.065



Table 28: Hydro One Small Business Electricity Rate (&gt;50kW/month)

Electricity Rates effective Jan 1, 2024	Urban Demand	Demand
<b>1. Electricity:</b>		
<b>Time-of-Use Prices</b>		
Off-Peak	7.4¢	7.4¢
Mid-Peak	10.2¢	10.2¢
On-Peak	15.1¢	15.1¢
<b>2. Delivery</b>		
Distribution service charge: (\$/month)	96.47	105.55
Distribution volume charge: (metered usage - \$/kWh)	12.3494	20.9529
Transmission network charge: (billed demand - \$/kWh)	3.6705	2.8414
Transmission connection charge: (billed demand - \$/kWh)	2.8252	2.2256
<b>3. Regulatory charges</b>		
Standard Supply Admin charge (\$/month)	\$0.25	\$0.25
Rural or Remote Rate Protection Charge (¢/kWh - adjusted)	0.14¢	0.14¢
IESO Wholesale Market Service Rate (includes capacity-based recovery) (¢/kWh - adjusted)	0.45¢	0.45¢
<b>4. Adjustment Factor</b>	1.050	1.061

For more information, please visit [Hydro One Rates](#).

## 6.4 Natural Gas

Table 29: Epcor Rates Effective July 1, 2025

Charges	Rates
Monthly Fixed Charges	\$24.50
<b>Delivery Charges</b>	
First 1000m <sup>3</sup> per month	12.0582 ¢/m <sup>3</sup>
All over 1000m <sup>3</sup> per month	9.6276 ¢/m <sup>3</sup>

Table 30: Special Large Volume Customers

Charges	Rates
Monthly Fixed Charges	\$234-\$260



Firm or interruptible service	\$226.94
Combined (firm and interruptible) service	\$251.83
Monthly Demand Charge - for each cubic metre of daily contracted firm demand	33.9977¢/m <sup>3</sup>
<b>Delivery Charges</b>	
Firm delivery charge	1.7539¢/m <sup>3</sup>
Interruptible delivery charge (negotiated)	6.4445 – 9.8284¢/m <sup>3</sup>
<b>For more information, please visit</b>	<a href="#"><u>Epcor Rates</u></a>

Table 31: Enbridge Rates

<b>Charges</b>	<b>Rates (effective July 1, 2025)</b>
Monthly Fixed Charges	\$27.91
<b>Delivery Charges</b>	
First 100m <sup>3</sup>	13.8868 ¢/m <sup>3</sup>
Next 200m <sup>3</sup>	13.6014 ¢/m <sup>3</sup>
Next 200m <sup>3</sup>	13.1489 ¢/m <sup>3</sup>
Next 500m <sup>3</sup>	12.7338 ¢/m <sup>3</sup>
All over 1,000m <sup>3</sup>	12.3905 ¢/m <sup>3</sup>
<b>Federal carbon charges</b>	
Facility carbon charge	0.0123 ¢/m <sup>3</sup>
<b>Transportation to Enbridge</b>	3.1928 ¢/m <sup>3</sup>
<b>For more information, please visit</b>	<a href="#"><u>Enbridge Rates</u></a>

## 6.5 Waste Management

Waste management services in Malahide are provided through Elgin County's contracted collection system. Residential households receive weekly curbside garbage collection and bi-weekly recycling collection through the Blue Box program, which accepts paper, plastics, metals, and glass. Large-item pick-up days are scheduled periodically, and residents also have access to yard waste depots and household hazardous waste drop-off events coordinated through Elgin County and the City of St. Thomas. Businesses and farms typically arrange for private waste and recycling services to meet their operational needs. The Township continues



to promote waste diversion and recycling education, supporting long-term sustainability goals and compliance with provincial waste reduction initiatives.

For residents of the Township of Malahide, additional information on recycling services can be found on the [Township of Malahide's website here](https://www.malahide.ca/en/municipal-office/by-laws.aspx).

Water and Sanitary Sewer By-Law 23-86 (water), 23-87 (sewer)

<https://www.malahide.ca/en/municipal-office/by-laws.aspx>

Table 32: Water and Sewer Service Fees

Service	Charge/Fee - 2025
Repairs	Full Cost Recovery
Base Charge	\$363.04
Consumption Charge	\$5.43/m <sup>3</sup>

All other related water fees can be viewed here: <https://www.malahide.ca/en/municipal-office/resources/Bylaws--Policies/25-02.pdf>

## 6.6 Communications Infrastructure

In Malahide, communications infrastructure is provided mainly by Eastlink and Uplink. Eastlink delivers internet, television, and phone service in settlement areas such as Springfield and Port Bruce. Uplink and extends fixed-wireless internet to rural households and farms. These providers collectively supply reliable communications for residents, businesses, and agricultural operations, though further investment in broadband expansion remains a community priority.

Table 33: Network Service Providers in Malahide

Service	Company
Satellite TV	Eastlink
Local Internet Provider	Eastlink/Uplink
Local Cellphone Tower	Eastlink/Uplink

## 7. Building and Development Related Fees

### 7.1 Development-related Application Fees

The following are Planning Application Deposits used towards the actual costs which shall be incurred by the Township during the review and approval process. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made. Full cost recovery shall be based on municipal staff time and associated costs. Planning deposits and fees are exempt from HST.



Table 34: Planning Fees

	<b>2025 Deposit</b>
<b>Official Plan Amendment Application</b>	\$4,000
<b>Defence of Ontario Municipal Board Appeals</b>	\$10,000
<b>Minor Variance Applications</b>	\$2,000
<b>Site Plan Agreement Application</b>	\$2,000
<b>Temporary Use By-law Applications</b>	\$3,000
<b>Temporary Use By-law Renewal Application</b>	\$3,000
<b>Plan of Subdivision Application</b>	\$10,000
<b>Plan of Condominium Application</b>	\$10,000
<b>Zoning By-law Application</b>	\$4,000
<b>Development Agreement Fee</b>	\$590
<b>Site Evaluation Fee including Private Septic System Verification Fee – required on all severances to confirm the septic system is confined entirely within the property boundaries and conforms to all property line setbacks.</b>	\$170
<b>Percolation Test</b>	\$255
<b>Ontario Power Authority Review and Response for Feed In-Tariff (FIT) Applications</b>	\$175
<b>Fence Viewing Deposit</b>	\$280
<b>Fence Viewer Fee – to be deducted from the Fence Viewing Deposit</b>	\$50 for each of the 3 Viewers, mileage paid and \$90 administration fee

For other User Fees and Rate please refer to [2025 Fees and Charges](#).

## 7.2 Development Charges

Development Charges (DCs) are fees collected by a municipality when new development takes place, such as the construction of homes, commercial buildings, or industrial facilities. The purpose of these charges is to ensure that growth pays for growth—meaning the costs of new infrastructure and services needed to support development are not placed solely on existing taxpayers. DCs help fund things like roads, water and wastewater systems, fire protection facilities, parks, and other municipal services required by the new development.



Table 35: Development Charges 2025-2026

Service	Single and Semi-Detached Dwelling	Other Multiples	Apartments - 2 Bedrooms and Above	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	Non-Residential (per sq. ft. of Gross Floor Area)
Services Related to a Highway	\$4,331	\$3,425	\$2,648	\$1,697	\$1,395	\$1.81
Fire Protection Services	\$4,256	\$3,367	\$2,601	\$1,668	\$1,371	\$1.78
Parks and Recreation Services	\$2,404	\$1,901	\$1,468	\$943	\$774	\$0.42
Library Services	\$59	\$47	\$36	\$23	\$189	\$0.01
Growth Studies	\$584	\$461	\$357	\$229	\$188	\$0.20
Total Municipal-wide Services	\$11,634	\$9,201	\$7,110	\$4,560	\$3,747	\$4.22

## 8. Business Parks

### 8.1 Hacienda Industrial Plaza

Figure 5: Hacienda Industrial Plaza located at 10709 Hacienda Rd.



Located at 10709 Hacienda Road, the property currently offers seven rentable units within approximately 36,000 square feet of flexible commercial and industrial space. The facility is well-suited for a variety of tenants, providing adaptable layouts that can accommodate both



light industrial and commercial uses. For information on current occupancy and pricing please contact [Guenther Homes](#).

## 9. Business Support Programs and Services

The Community Relations & Economic Development (CRED) Department provides strategic leadership for Malahide by driving economic growth, ensuring the Township is investment-ready, and overseeing customer service standards, planning services, and grant management. The role focuses on attracting and retaining businesses, fostering community and regional partnerships, supervising planning processes with a strong customer service lens, and securing external funding to reduce taxpayer burden, while also promoting the Township's brand and enhancing community engagement. Additional support is available through Elgin County Economic Development, offering investment attraction, research, and marketing services. Businesses can also access financing, training, and advisory programs through the Community Futures – Elgin Business Resource Centre, part of Community Futures Southwestern Ontario, which helps entrepreneurs start, grow, and expand their operations.

### 9.1 Housing Characteristics

Malahide offers primarily single-detached homes and rural farmsteads, with clusters of commercial buildings and multi-unit housing located in Springfield and other settlement areas. Seasonal dwellings are concentrated in Port Bruce, where cottages and recreational units contribute to the Township's lakeside character. Overall, housing in Malahide remains more affordable than in nearby urban centres, making the community attractive to families, farm workers, and retirees, while also supporting its dual role as both a residential base and a seasonal destination.

### 9.2 Health and Community Services

Residents have access to local family practices, dental offices, and home health care providers, as well as broader services in neighbouring Aylmer, St. Thomas, and London. The nearest hospital is the St. Thomas Elgin General Hospital, approximately 15–20 minutes from most parts of Malahide, providing emergency, surgical, and inpatient services. Community organizations such as Mennonite Community Services enhance social supports, while hospitals and long-term care facilities across the region ensure access to a full continuum of care.

### 9.3 Education

Elementary education is provided by the Thames Valley District School Board and London District Catholic School Board, with secondary students attending schools in Aylmer and St. Thomas. Post-secondary education and training opportunities are close by at Fanshawe College.



and Western University, with specialized agricultural and trades programs aligning with Malahide's economic strengths.

The Township of Malahide is as the home of the Ontario Police College (OPC). This world-class facility dominates the countryside as you approach it on Elgin Road 32 (Hacienda Road).

The OPC is one of the largest police training facilities in North America with over 8,000 recruits, police officers, and civilian personnel attending each year.

The campus spans approximately 300 acres, featuring modern classrooms, residence halls, firearms and scenario training facilities, and driver training tracks. In the 2025 Ontario Budget, the provincial government committed \$1 billion to expand and modernize the Ontario Police College facilities, signaling its ongoing importance to public safety and regional infrastructure.

*Figure 6: The Ontario Police College located at 10716 Hacienda Rd.*



#### 9.4 Protective Services

Protective services are delivered through the Malahide Fire Department, with volunteer stations across the Township's three operating stations: Springfield, Lyons, and South Station. Together, they provide fire suppression, medical response, and specialized rescue services—including water, ice, rope, and confined space rescues—across the Township and policing from the Ontario Provincial Police – Elgin Detachment. Emergency medical services are coordinated through Elgin County EMS, ensuring coverage for both rural and settlement areas.

*Figure 7: Malahide South Fire station located at 7355 Imperial Road*



### 9.5 Recreation & Tourism

Malahide's recreation and tourism amenities include the Malahide Community Place in Springfield, sports facilities such as the East Elgin Community Complex, and natural attractions such as Port Bruce. The Township also supports agricultural tourism, seasonal events, and community fairs that celebrate local heritage and rural life, contributing to both quality of life and visitor appeal.

*Figure 8: Clovermead Adventure Farm located at 11302 Imperial Road*



The Township of Malahide is as the home to the Clovermead Adventure Farm. A family-owned, multi-generational tourism and education destination features over 65 attractions and features Ontario's largest bee display hive, farm animals, pedal carts, play equipment, and themed festivals in summer and fall.



Figure 9: Port Bruce located at 3147 Colin Street



Port Bruce is a small lakeside community located on the north shore of Lake Erie. It is known for its relaxed cottage-country atmosphere, recreational fishing, and beach access. The village developed historically as a fishing and shipping port today serves primarily as a seasonal recreation hub and residential community.



## 9.6 Restaurants & Food Markets

Malahide offers a unique, eclectic mix of dining experiences that reflect both its rural character and growing cultural diversity. Malahide offers a distinctive mix of restaurants and food markets that highlight both its agricultural heritage and cultural diversity. Local dining reflects a blend of Canadian and international flavors, including influences from the township's strong Mennonite and Mexican communities, creating a unique culinary character not often found in rural Ontario. Farm-to-table offerings are a defining feature, with many establishments sourcing fresh ingredients directly from nearby fields and greenhouses. Seasonal farm markets, roadside vendors, and pick-your-own operations further showcase Malahide's abundance, allowing visitors and residents to enjoy produce, baked goods, and preserves straight from the source. Together, these food experiences make Malahide a community where tradition and diversity meet, offering an authentic taste of rural Ontario with a multicultural twist.

*Figure 10: Pinecroft Restaurant, Gallery and Gift Shop located at 8122 Rogers Rd.*



Tucked away in a forested setting in Malahide Township, Pinecroft, offers one of the area's most unique dining experiences. Established as part of the historic Pinecroft Pottery studio, the restaurant has become a local landmark where art, heritage, and food come together. Guests enjoy homestyle meals, soups, and baked goods made with fresh ingredients, often inspired by seasonal produce from the surrounding countryside.



Figure 11: Mennomex located at 49919 Talbot Line



Mennomex is a well-known Mexican–Mennonite grocery store and restaurant located in Malahide that has become both a shopping destination and a cultural landmark for the region. The store offers an extensive selection of authentic Mexican products alongside Mennonite and Canadian staples. This unique blend reflects the township’s diverse population and agricultural roots, creating a marketplace where traditions meet and cultures overlap.



Figure 12: Howe Family Farm Market located at 48556 John Wise Line



Established by a farm family with five generations of history in the community, the market offers a wide variety of fresh, seasonal produce grown on-site, along with homemade preserves, baked goods, and specialty items.



## 9.7 Events

Malahide hosts a variety of community events that reflect its agricultural heritage and strong rural identity. Annual highlights include the Springfield Family Day, Canada Day celebrations, and local farmers' markets, which showcase local producers and artisans. Seasonal gatherings such as holiday parades, community dinners, and cultural festivals bring residents together and strengthen community spirit. Recreational activities, fishing derbies, and programming at conservation areas and community facilities further add to the Township's year-round calendar of events, attracting both residents and visitors.

*Figure 13: Springfield Family Fun Day at Malahide Community Place located at 12105 Whittaker Rd*



Springfield Family Fun Day, held at Malahide Community Place, is a lively annual event that brings residents together to celebrate community spirit. Featuring activities for all ages, the day typically includes live entertainment, children's games, inflatables, local vendors, and food options that showcase the township's welcoming character.



### 9.8 Local Media

Local news and information in Malahide is primarily provided through the Aylmer Express, a weekly newspaper covering community events, Council updates, and regional issues. Residents also tune into regional radio stations from St. Thomas, Tillsonburg, and London for broader news and entertainment. Increasingly, digital platforms and community social media groups play an important role in sharing day-to-day updates and promoting local events. The Township itself supports communication through its official website and newsletters, ensuring residents and businesses remain informed about programs, services, and opportunities.



## Appendix – Incentives

### *Commercialization Incentives*

- [Southwestern Ontario Development Fund \(SWODF\)](#)  
Regional development fund supporting expansions, productivity, and job creation.
- [Ontario Made Manufacturing Investment Tax Credit](#)  
10% refundable corporate income tax credit for manufacturers investing in buildings, machinery, and equipment.
- [Business Development Bank of Canada \(BDC\)](#)  
Provides business advisory, financing, and commercialization programs for local entrepreneurs.

### *Export Incentives*

- [Global Market Development Fund – Book \(Ontario Creates\)](#)  
Ontario Creates – Book Fund
- [Global Market Development Fund – Film & Television \(Ontario Creates\)](#)  
Ontario Creates – Film & TV Fund
- [Ontario Food Exports \(OFEX\)](#)  
Export support program for Ontario agri-food businesses.
- [Export Development Canada](#)  
Financing and insurance solutions will support Canadian companies in managing risk and seizing new global opportunities.

### *Human Resources & Training*

- [Co-operative Education Tax Credit](#)  
Refundable tax credit of 25–30% on eligible wages/salaries for co-op students.
- [Canada–Ontario Job Grant \(COJG\)](#)  
Covers up to 50–83% of training costs for new or existing employees.
- [Elgin–St. Thomas Small Business Enterprise Centre – Youth/Young Entrepreneur Programs](#)  
Accelerate your business growth with our curated selection of resources and tools directed at youth entrepreneurs.
- [Rural Ontario Development Program \(ROD\)](#)  
Supports regional training, skills, and workforce readiness.
- [Mennonite Community Services- Integrated Employment Services](#)  
Skills training and financial support for unemployed workers.

### *Research & Development Incentives*

- [Ontario Research & Development Tax Credit \(ORDTC\)](#)  
3.5% non-refundable tax credit on eligible R&D expenditures.
- [Ontario Business Research Institute Tax Credit \(OBRITC\)](#)  
20% refundable tax credit on R&D carried out with eligible Ontario research institutes.



- [Ontario Digital Media Tax Credit](#)  
Refundable credit on eligible labour, marketing, and distribution expenses for digital media products.
- [Scientific Research & Experimental Development \(SR&ED\) Tax Incentive Program](#)  
Tax incentives are intended to encourage businesses to conduct research and development in Canada.
- [Ontario Made Manufacturing Investment Tax Credit \(R&D Equipment\)](#)  
A 10% refundable corporation income tax credit applies to qualifying investments of up to \$20 million per tax year made by eligible corporations, for a maximum credit of \$2 million a year.

### *Municipal & Community Improvement Incentives*

- [Tax Increment Equivalent Grant for Major Projects](#)  
50% to 100% of municipal and/or County portion of tax increase because of new development for a period of 5 years.
- [Façade, Signage & Property Improvement Grant](#)  
50% of eligible costs for façade, signage and property improvements.
- [Building Improvement / Restoration Grant](#)  
50% of eligible costs for a max of \$8,000 or \$10,000.
- [Energy Efficiency Retrofit Grant](#)  
Costs to offset retrofitting a building to meet energy efficiency standards.
- [Feasibility, Design & Study Grant](#)  
50% of eligible costs of the improvements to a maximum of \$2,000.
- [Application and Permit Fees Grant](#)  
50% of the municipal and/or County portion of eligible cost to a maximum of \$2,000.





**REPORT NO. FIN-25-19**

**TO:** Mayor & Members of Council  
**DEPARTMENT:** Corporate & Financial Services  
**MEETING DATE:** December 4, 2025  
**SUBJECT:** **2025 Draft Water Budget**

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**RECOMMENDATION:**

THAT Report No. FIN-25-19 entitled “2026 Draft Water Budget” be received;

AND THAT the 2026 Draft Water Budget and water system user rates be approved;

AND THAT Municipal staff be authorized to carry out the administrative acts necessary to implement the 2026 Draft Water Budget and user rates as approved.

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**PURPOSE & BACKGROUND:**

At the end of each year, the Township approves its Water Budget and the related user fees for the upcoming calendar year. The Township’s potable water service operates on a full-cost recovery basis, meaning user fees are designed to cover all expenses without any reliance on property tax collections or reserves funded by property taxes.

At its December 15, 2022 meeting, Council received and accepted in principle the Township’s 2023 Water and Wastewater Rate Study, which was prepared and presented by Watson & Associates Economists Ltd. Based on the best available information at the time, it was recommended that water rates increase by 5% annually from 2023 to 2032 to meet the system’s financial needs. As part of the annual budget development process, staff assess whether adjustments to this recommendation are necessary based on updated information.

At its October 3, 2024 meeting, Council received and accepted in principle the Township’s 2025-2030 Water Financial Plan. In addition to the annual water budget, the Township is required to approve a six-year financial plan to renew its drinking water licence, as mandated by provincial regulations. The financial plan ensures compliance with these requirements and addresses the long-term financial sustainability of the Township’s water system.

## COMMENTS & ANALYSIS:

### Recommended Water Rates:

Water rates are imposed on users of the system to recover costs to operate and maintain the distribution system. The Township's rate structure utilizes a quarterly base charge as well as a volumetric charge on a per cubic metre basis. Based on staff's review of the 2026 Draft Water Budget (attached), it is recommended that the Township increase its water user fees by **5%** as presented in the 2023 Rate Study. If approved, the average household, based on an annual consumption of 200 cubic metres, will pay an additional **\$72 per year**, or \$6 every month. A comparison of user fees and their impact on users is provided below.

Water Rate Comparison	2026 (Draft)	2025
Quarterly Base Charge	95.30	90.76
Volumetric Rate	5.70/m <sup>3</sup>	5.43/m <sup>3</sup>
Average Household Cost	\$1,521	\$1,449

### 2026 Budget Summary:

The 2026 Draft Water Budget does not contemplate any changes to service levels, resources or significant capital investments this year. Purchases of treated water from various supply systems and future replacement of infrastructure account for 75% of the Township's water rates. The system is managed by a mix of internal (staff) and external (Ontario Clean Water Agency) resources, accounting for 19% of annual costs. System repairs and other costs, such as software necessary to monitor the water system, account for the remaining 6%.

Annual lifecycle funding of \$252,150 will fund \$130,000 in capital projects with the remainder of \$122,150 being contributed to reserves for future infrastructure replacement. The Township's Water Reserve is forecasted at \$633,000 by the end of 2026. A summarized version of the Township's Water Operating Budget is subsequently provided for review.

Budget Summary	2025 Budget	2026 Budget	Change
<b>Annual Expenses</b>			
Purchase of Water	\$612,200	\$654,800	\$42,600
OCWA Contract	98,200	100,460	2,260
Administration	102,500	141,790	39,290
Repairs & Maintenance	50,000	50,000	0
Facilities	14,000	14,300	300
Other	7,600	7,600	0
<b>Total</b>	<b>\$884,500</b>	<b>\$968,950</b>	<b>\$84,450</b>
Budget Summary	2025 Budget	2026 Budget	Change

<b>Annual Revenue</b>			
User Fees	\$1,122,400	\$1,181,400	\$59,000
Investment Income	22,200	31,800	9,600
Other	7,200	7,900	700
<b>Total</b>	<b>\$1,151,800</b>	<b>\$1,221,100</b>	<b>\$69,300</b>
<b>Lifecycle Funding</b>	<b>\$267,300</b>	<b>\$252,150</b>	<b>\$15,150</b>

### Budget Details:

#### Billing Revenue

The table below provides historical water rates and the information used to calculate billing revenue. Staff do not expect significant growth or change in consumptions patterns for 2026.

	<b><u>2023</u></b>	<b><u>2024</u></b>	<b><u>2025</u></b>	<b><u>2026</u></b>
Connections	652	653	654	656
Basic Charge Rate	82.32	86.44	90.76	95.30
Basic Charge Revenue	214,691	225,781	237,400	250,100
Consumption (per m <sup>3</sup> )	159,839	160,000	162,980	163,380
Volumetric Charge Rate	4.92	5.17	5.43	5.70
Consumption Revenue	786,400	827,200	885,000	931,300
<b>Billing Revenue</b>	<b>\$1,001,100</b>	<b>\$1,052,981</b>	<b>\$1,122,400</b>	<b>\$1,181,400</b>

#### Water Purchases

Malahide purchases its water from one of three sources depending on the location of the user within the Township. These sources include the Port Burwell Secondary Water Supply System, Aylmer Area Secondary Water Supply System and the Town of Aylmer. Malahide's cost to purchase water is dependent on the rates of upstream suppliers. Rate increases at a primary supplier level trickle down through secondary and tertiary supply systems and finally to rate payers. Rate increases are being recommended across all levels of Malahide's water supply chain. These figures are displayed in the tables below:

<b>Treated Water Supply Costs</b>			
<b>Category</b>	<b>Source</b>	<b>Users</b>	<b>Est. Rate Increase</b>
Primary	Elgin Area Primary Water Supply System (EAPWSS)	Secondary water systems	3.5%
Secondary/ Intermediary	Port Burwell Area Secondary Water Supply System (PBA SWSS)	Malahide tertiary system along the lake	7.5%
	Aylmer Area Secondary Water Supply System (AASWSS)	Malahide tertiary system (west of Aylmer)	5.75%
	Town of Aylmer	Malahide tertiary system (east of Aylmer)	6.0%
Tertiary	Malahide Water Distribution System	Malahide residents	5.0%

#### Ontario Clean Water Agency (OCWA) Contract

The Township entered into a contract with OCWA in 2022 to operate its water distribution system. The contract allows OCWA to charge the Township of Malahide a base price plus cumulative inflationary increases each year. An estimated increase for this contract provision is included in the 2026 Water Budget.

#### Administration

Malahide assigns labour costs based on the staff's hours worked in each functional area. There are direct wages and benefits allocated to the water budget based on the proportion of the time spent by the Water/Wastewater Manager, the Public Works Coordinator, and the Director of Public Works on water system administration and operation. There is also an overhead amount budgeted to account for administrative labour costs from other additional support positions such as the finance department, HR, etc.

The increase in wages and benefits recommended in the 2026 water budget in the amount of \$39,290 represents both an increase in direct wages and an increase in indirect overhead labour costs. In accordance with the Township's Salary Philosophy and Administration Policy, annual cost of living adjustments as well as a market rate adjustment are the main factors driving the staffing increase. The market rate adjustment is a once-every-four-years analysis that ensures salaries are competitive for staff recruitment and retention. This analysis of wages and benefits recommended in the 2026 water budget, in the amount of \$39,290, undertaken in 2025, with the results will be phased in over the next two years.

### System Repairs & Maintenance

An average of \$35,500 in repairs costs have been incurred between 2021 to 2023. The existing 2025 budget of \$50,000 is not recommended to increase for the 2026 budget year. It is important to note that a single watermain break or other significant repair event has the potential to exceed this entire budget allocation so it is important to retain some funding in reserves for such cases.

### Facilities

Facility operating costs pertain to the water system's Booster Station at 5020 Imperial Road. The Township pays for hydro and phone service at this facility for a combined cost of approximately \$14,300 per year.

### Capital & Reserves

The Township's multi-year capital water budget for the current year is shaped by recommendations from OCWA's 2026 report (see Schedule D), which suggests an average annual capital investment of \$56,000 from 2026 to 2031. With annual reserve contributions expected to average \$303,000 over this period, the Township is not only able to meet these capital investment requirements but also build reserves for future infrastructure needs. By 2031, the Township anticipates having approximately \$2 million earmarked for water infrastructure replacement, a significant improvement from 2023 when reserves were nearly depleted. These recommendations are based on the Township's 2025 Asset Management Plan, as approved by Council.

This current year's budget plays a crucial role in the Township's long-term financial strategy for water infrastructure, as outlined in Schedule B of the budget document. Schedule B provides a summarized long-term financial model that guides the Township's approach to water infrastructure funding. The adoption of a 100% reserve funding model aligns with this strategy, ensuring that future capital needs can be met without resorting to external borrowing or excessive rate increases. By increasing annual reserve transfers and generating income through investments, the Township can maintain flexibility while keeping average annual fixed user fee rate increases at approximately 5%, in accordance with the 2022 Rate Study Report. This comprehensive approach, reinforced by the financial projections in Schedule B, ensures the long-term sustainability of the Township's water distribution system without overburdening residents.

### **Future Outlook:**

The Township's expansive water supply system consisting of over 21 kilometers in watermain as well as the Copenhagen booster station is valued at approximately \$57 million based on recent construction pricing. The system serves a geographically sparse population of approximately 650 connections. This equates to a required investment per connection of \$87,700 to replace the Township's existing water infrastructure. Without

customer base growth, the disparity between the size of the system and the customer base it serves will continue to increase pressure on rates.

Most of the system's watermain were built between the late 1980's and early 2000's. As of 2025, the system is comprised entirely of PVC mains which are expected to last 100 years. Over the past service lives of these assets, the Township should have dedicated a greater proportion of its water rate to contributing to its Water Reserve for future infrastructure replacement. In 2023, the Township's Water Reserve was completely depleted. Rather than having built up sufficient reserves over the years to cover the long-term costs of maintaining and replacing watermain infrastructure, unforeseen expenses, a lack of proactive financial planning and an understandable desire to maintain a low cost of living left the reserve with nearly no balance. As a result, the Township has been in a vulnerable position, without the necessary funds to address future infrastructure needs, forcing the Township to urgently develop a plan to rebuild the reserve and make up for lost ground.

The Township of Malahide is now facing a critical need to make up ground in its water reserves due to a historical underfunding of these reserves. Without sufficient funds proportionate to the replacement cost of the Township's watermain assets, the long-term sustainability of our water infrastructure is at risk. Addressing this gap is essential to ensure the Township can meet future asset replacement and repair demands without imposing undue financial strain on ratepayers or compromising service quality.

Much like a pension plan, a well-funded reserve not only prepares for future repair and replacement costs but also generates investment income, allowing the Township to grow its funds over time. This reduces reliance on borrowing and mitigates the need for sudden rate increases. By gradually building reserves and earning investment returns, the Township can evenly distribute costs across current and future users, ensuring fairness and preventing rate shocks while adhering to best practices in municipal finance.

Contributions to the Township's water reserves are expected to be \$252,000 for 2026. Based on long-term financial modelling, as presented in the Township's 2025 Asset Management Plan and 2023 Water Rate Study, annual rate increases of approximately 5% are recommended over the next decade to continue to build the Township's Water Reserve. Although the Township is currently behind on funding its future water infrastructure replacements, these steps can help the Township regain financial stability and ensure the long-term sustainability of its water infrastructure. The planned contributions for 2026, along with the recommended rate increases, will steadily grow the water reserve, allowing the Township to gradually close its funding gap. While the reserve shortfall poses an immediate challenge, these proactive measures will ensure that the Township is better positioned to meet future infrastructure needs and prevent financial strain on future ratepayers. By adhering to the outlined strategy, the Township can secure sufficient funds for ongoing watermain maintenance and replacement, avoiding the risks associated with deferred investments in critical infrastructure.

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**ATTACHMENTS:**

- Schedule A: 2026 Draft Water Budget
- Schedule B: Long-term Asset Management Strategy
- Schedule C: 2026 Water User Fees
- Schedule D: OCWA Recommended Capital/Major Maintenance 2026-2031

**Prepared by:** T. Jones, Asset Management Analyst

**Approved by:** N. Dias, Chief Administrative Officer

Township of Malahide

# 2026 Water Budget

# Objectives

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- Approve Budgeted Expenditures and Revenues
- Set Water Rates for 2026
- Approve 2026 Capital Work Plan

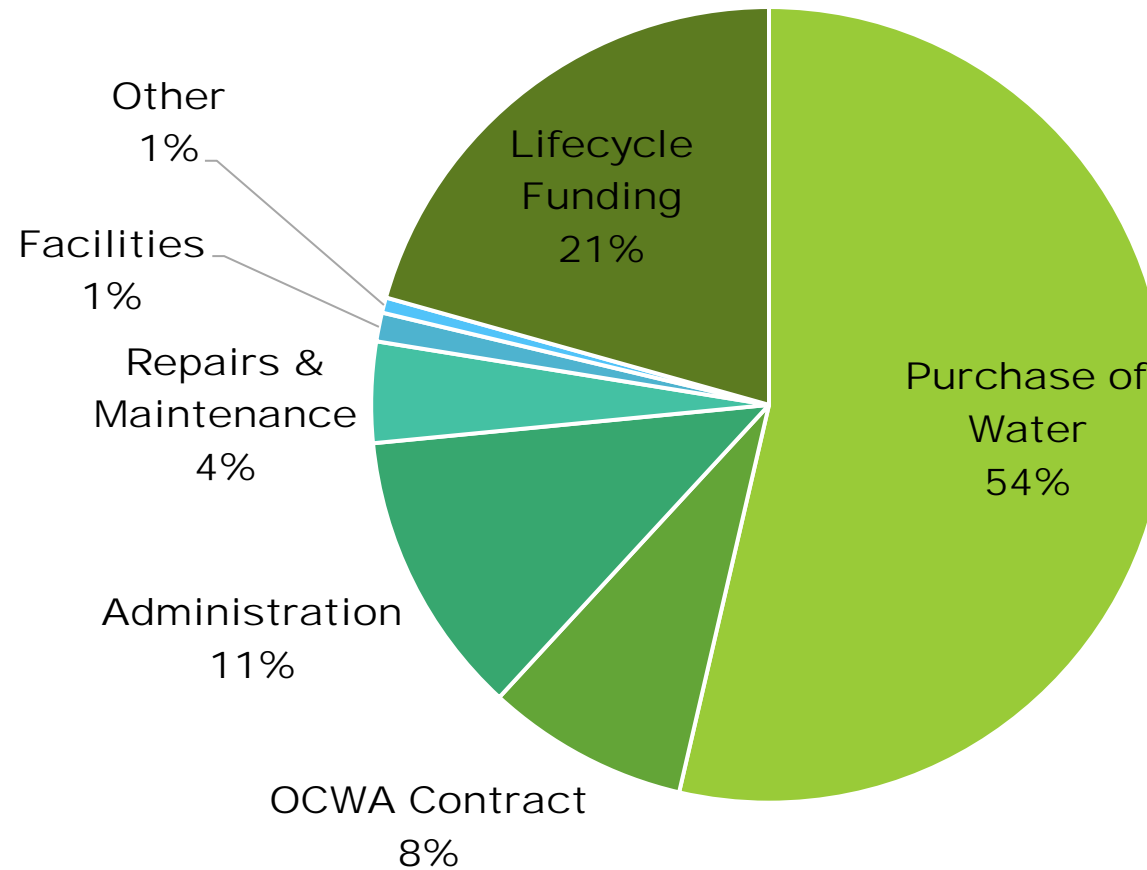
# Background

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- Water services are fully funded through water rates.
- In 2023, the Township approved (in principle) a water rate study which recommended 5% annual rate increases from 2023 to 2032.
- In 2024, the Township approved a 2025-2030 Water Financial Plan to renew its drinking water licence.
- During 2025, the Township approved the 2025 Asset Management Plan which further supported the need for annual 5% increases.

# Water Service Costs

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# Purchases of Water

The Township doesn't have a water treatment facility and therefore must purchase water from other distribution systems.

Treated Water Supply Costs			
Category	Source	Users	Est. Rate Increase
Primary	Elgin Area Primary Water Supply System (EAPWSS)	Secondary Water Systems	3.5%
Secondary	Port Burwell Area Secondary Water Supply System (PBASWSS)	Malahide Tertiary System (along the lake)	7.5%
	Aylmer Area Secondary Water Supply System (AASWSS)	Malahide Tertiary System (West of Aylmer)	5.75%
	Town of Aylmer	Malahide Tertiary System (East of Aylmer)	6.0%

# Capital Forecast

## Recommendations for 2026

### Copenhagen Booster Station:

Generator \$80,000

### Other Projects:

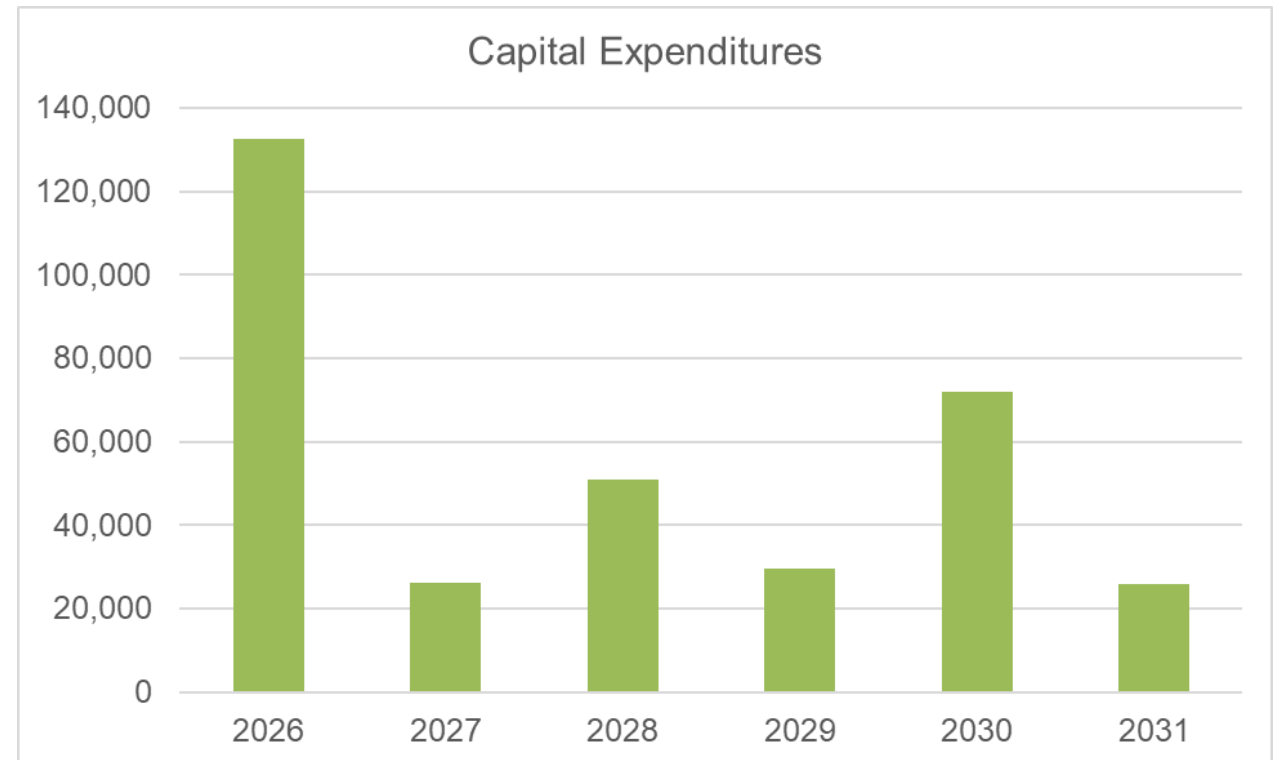
Air Valve Replacement \$ 5,000

Sample Station Replacement \$10,000

Water Meter Replacement \$17,500

SCADA Software Upgrade \$20,000

**\$132,500**



# FUNDING STRATEGY

## STRATEGY:

100% RESERVE  
FUNDING

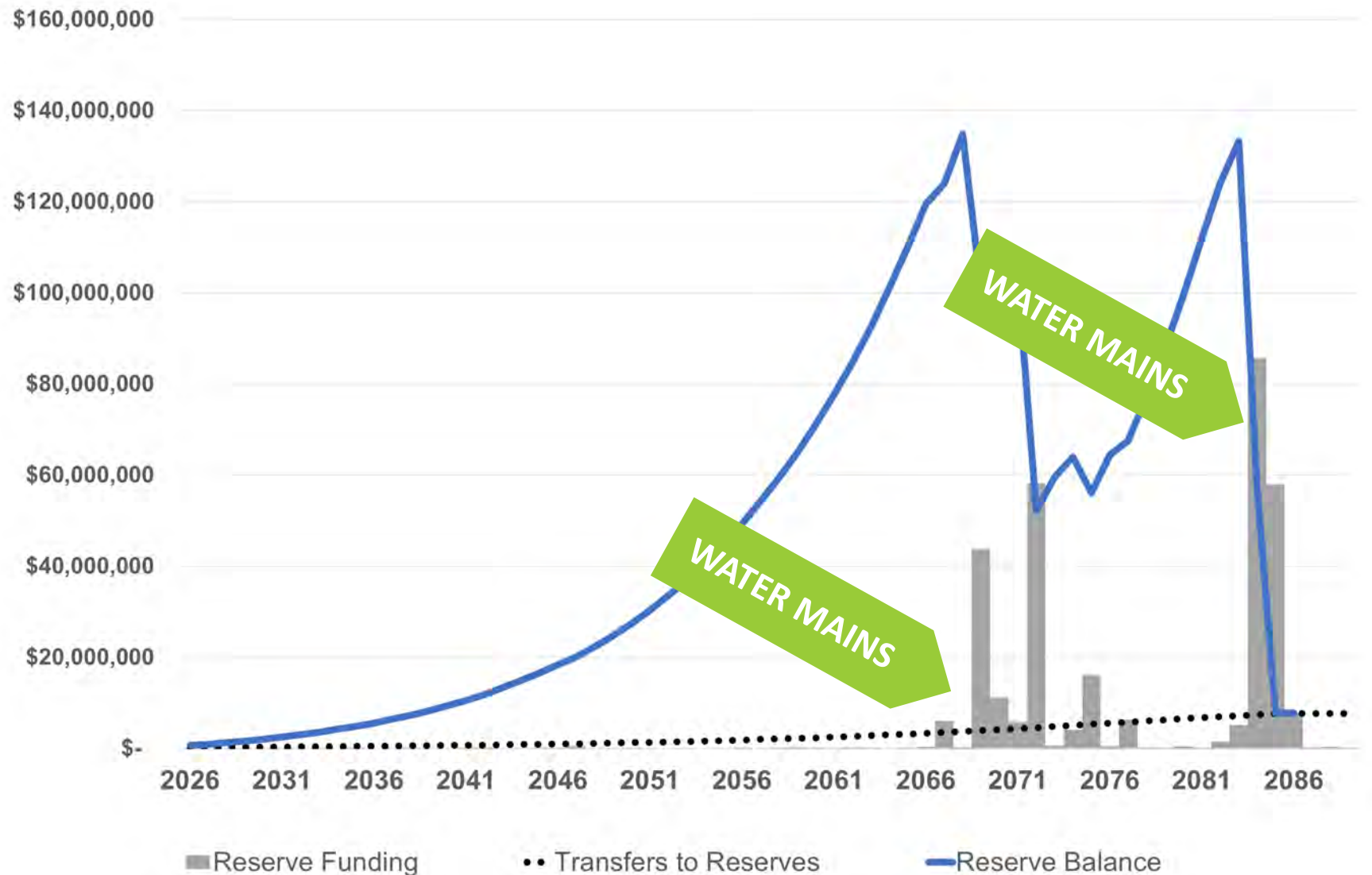
## TOOLS:

1. TRANSFER TO  
RESERVES
2. INVESTMENTS

## IMPACT:

5% ANNUAL  
INCREASE TO USER  
FEE RATES

# Infrastructure Retirement<sup>164</sup>



# Water Reserve

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	2026	2027	2028	2029	2030	2031
<b>Opening</b>	<b>\$510,840</b>	<b>\$630,490</b>	<b>\$851,090</b>	<b>\$1,076,330</b>	<b>\$1,356,400</b>	<b>\$1,630,640</b>
Contributions	\$252,150	\$246,900	\$276,140	\$309,570	\$346,240	\$387,370
Draws	(\$132,500)	(\$26,300)	(\$50,900)	(\$28,000)	(\$72,000)	(\$26,000)
<b>Closing</b>	<b>\$630,490</b>	<b>\$851,090</b>	<b>\$1,076,330</b>	<b>\$1,356,400</b>	<b>\$1,630,640</b>	<b>\$1,992,010</b>

# Recommendations

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**Recommendation:** 5% rate increase as forecasted by the Township's rate study

**Impact on Residents:** \$72 per year increase (\$6 monthly) to average household

Rate Comparison	2025	2026
Quarterly Base Charge	90.76	95.30
Volumetric Rate	5.43/m <sup>3</sup>	5.70/m <sup>3</sup>
Average Household Cost	\$1,449	\$1,521

# Water | Operating Budget Forecast

	2026	2027	2028	2029	2030	2031
<b>Expenses</b>						
<u>Administrative</u>						
Wages & Benefits	\$130,190	\$169,680	\$174,500	\$179,500	\$184,600	\$189,800
Training & Conferences	\$2,100	\$2,100	\$2,100	\$2,100	\$2,100	\$2,100
Dues & Memberships	\$1,300	\$1,330	\$1,360	\$1,390	\$1,420	\$1,450
Computer Software - Neptune	\$2,700	\$2,700	\$2,700	\$2,700	\$2,700	\$2,700
Vehicle Expenses	\$5,300	\$5,300	\$5,300	\$5,300	\$5,300	\$5,300
Miscellaenous	\$200	\$200	\$200	\$200	\$200	\$200
	\$141,790	\$181,310	\$186,160	\$191,190	\$196,320	\$201,550
<u>Facilities</u>						
Utilities	\$12,500	\$12,800	\$13,100	\$13,400	\$13,700	\$14,000
Phone & Internet	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800
Grounds Maintenance	\$0	\$0	\$0	\$0	\$0	\$0
	\$14,300	\$14,600	\$14,900	\$15,200	\$15,500	\$15,800
<u>System Operations</u>						
Repairs & Maintenance	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
SCADA Network Costs	\$7,600	\$7,800	\$8,000	\$8,200	\$8,400	\$8,600
OCWA Contract	\$100,460	\$102,400	\$104,400	\$106,500	\$108,600	\$110,700
Purchase of Water	\$654,800	\$691,000	\$730,800	\$771,400	\$813,500	\$858,200
	\$812,860	\$851,200	\$893,200	\$936,100	\$980,500	\$1,027,500
<b>Total Expenses</b>	<b>\$968,950</b>	<b>\$1,047,110</b>	<b>\$1,094,260</b>	<b>\$1,142,490</b>	<b>\$1,192,320</b>	<b>\$1,244,850</b>

## Water | Operating Budget Forecast

	2026	2027	2028	2029	2030	2031
<b>Revenue</b>						
Water Billings	\$1,181,400	\$1,242,800	\$1,306,200	\$1,373,100	\$1,443,400	\$1,518,400
Investment Income	\$31,800	\$43,308	\$56,298	\$71,064	\$87,258	\$105,924
Connection & Other Fees	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Penalties	\$3,400	\$3,400	\$3,400	\$3,400	\$3,400	\$3,400
Sales of Meters and Parts	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
<b>Total Revenue</b>	<b>\$1,221,100</b>	<b>\$1,294,008</b>	<b>\$1,370,398</b>	<b>\$1,452,064</b>	<b>\$1,538,558</b>	<b>\$1,632,224</b>
<b>Transfers</b>						
Transfer to Reserves	\$252,150	\$246,898	\$276,138	\$309,574	\$346,238	\$387,374
<b>Total Transfers</b>	<b>\$252,150</b>	<b>\$246,898</b>	<b>\$276,138</b>	<b>\$309,574</b>	<b>\$346,238</b>	<b>\$387,374</b>
<b>Net Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Water | Operating Budget

	2023		2024		2025		2026	
	Budget	Actual	Budget	Actual	Budget	Forecast	Budget	Change
<b>Expenses</b>								
<u>Administrative</u>								
Wages & Benefits	\$110,700	\$108,709	\$87,925	\$101,382	\$90,600	\$90,600	\$130,190	\$39,590
Training & Conferences	\$2,100	\$1,471	\$2,100	\$768	\$2,100	\$1,241	\$2,100	\$0
Dues & Memberships	\$200	\$934	\$800	\$1,842	\$1,000	\$1,000	\$1,300	\$300
Neptune Software	\$3,500	\$3,358	\$3,500	\$2,493	\$3,500	\$2,534	\$2,700	-\$800
Vehicle Expenses	\$2,500	\$5,633	\$4,200	\$4,178	\$5,300	\$5,300	\$5,300	\$0
Miscellaenous	\$300	\$0	\$0	\$108	\$0	\$105	\$200	\$200
	\$119,300	\$120,105	\$98,525	\$110,771	\$102,500	\$100,780	\$141,790	\$39,290
<u>Facilities</u>								
Utilities	\$10,100	\$12,771	\$12,200	\$11,889	\$12,200	\$12,200	\$12,500	\$300
Phone & Internet	\$2,300	\$2,221	\$2,300	\$1,548	\$1,800	\$1,800	\$1,800	\$0
Grounds Maintenance	\$500	\$0	\$500	\$0	\$0	\$0	\$0	\$0
	\$12,900	\$14,992	\$15,000	\$13,437	\$14,000	\$14,000	\$14,300	\$300
<u>System Operations</u>								
Repairs & Maintenance	\$47,300	\$26,478	\$50,000	\$3,109	\$50,000	\$17,588	\$50,000	\$0
SCADA Network Costs	\$8,250	\$4,357	\$8,600	\$6,891	\$7,600	\$3,261	\$7,600	\$0
OCWA Contract	\$84,546	\$87,962	\$93,000	\$93,966	\$98,200	\$98,200	\$100,460	\$2,260
Purchase of Water	\$505,280	\$548,807	\$589,400	\$625,043	\$612,200	\$659,940	\$654,800	\$42,600
	\$645,376	\$667,603	\$741,000	\$729,009	\$768,000	\$778,989	\$812,860	\$44,860
<b>Total Expenses</b>	<b>\$777,576</b>	<b>\$802,701</b>	<b>\$854,525</b>	<b>\$853,217</b>	<b>\$884,500</b>	<b>\$893,769</b>	<b>\$968,950</b>	<b>\$84,450</b>

	2023		2024		2025		2026	
	Budget	Actual	Budget	Actual	Budget	Forecast	Budget	Change
Revenue								
Water Billing	\$1,014,585	\$1,041,126	\$1,052,981	\$1,025,146	\$1,122,400	\$1,131,656	\$1,181,400	\$59,000
Investment Income	\$0	\$19,575	\$0	\$0	\$22,200	\$24,500	\$31,800	\$9,600
Connection & Other Fees	\$3,600	\$2,640	\$3,700	\$2,120	\$3,000	\$1,504	\$3,000	\$0
Penalties	\$1,000	\$2,160	\$2,700	\$3,393	\$2,700	\$3,328	\$3,400	\$700
Sales of Meters and Parts	\$0	\$891	\$800	\$2,896	\$1,500	\$112	\$1,500	\$0
Total Revenue	\$1,019,185	\$1,066,392	\$1,060,181	\$1,033,555	\$1,151,800	\$1,161,100	\$1,221,100	\$69,300
Transfers								
Transfer to Reserves	\$241,609	\$241,609	\$205,656	\$205,656	\$267,300	\$267,300	\$252,150	-\$15,150
Operating Surplus/(Deficit)	\$0	\$22,082	\$0	-\$25,318	\$0	\$31	\$0	\$0
Net Reserve Transfer	\$241,609	\$263,691	\$205,656	\$180,338	\$267,300	\$267,331	\$252,150	-\$15,150
Net Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

# Water | Capital Budget Forecast

	2026	2027	2028	2029	2030	2031
<b>Capital Projects</b>						
<u>Copenhagen Booster Station</u>						
Pumps (3)	\$0	\$8,000	\$0	\$0	\$14,000	\$0
PRVs	\$0	\$0	\$13,000	\$0	\$0	\$0
Generator Install Standby	\$80,000	\$0	\$0	\$0	\$0	\$0
	\$80,000	\$8,000	\$13,000	\$0	\$14,000	\$0
<u>Other Projects</u>						
User Rate Study	\$0	\$0	\$15,000	\$0	\$0	\$0
Air Valve PB-03	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Water Meter Replacement	\$17,500	\$18,300	\$18,900	\$19,500	\$20,000	\$21,000
Hydrant Rehabilitation	\$0	\$0	\$0	\$0	\$11,000	\$0
SCADA Server Upgrade	\$20,000	\$0	\$0	\$0	\$0	\$0
Sample Stations	\$10,000	\$0	\$0	\$10,000	\$0	\$0
PRV Refurbishment	\$0	\$0	\$0	\$0	\$27,000	\$0
Hydrant & Sample Station Painting	\$0	\$0	\$4,000	\$0	\$0	\$0
	\$52,500	\$18,300	\$37,900	\$29,500	\$58,000	\$26,000
<b>Total Capital Costs</b>	<b>\$132,500</b>	<b>\$26,300</b>	<b>\$50,900</b>	<b>\$29,500</b>	<b>\$72,000</b>	<b>\$26,000</b>
<b>Capital Financing</b>						
Water Reserve	\$132,500	\$26,300	\$50,900	\$29,500	\$72,000	\$26,000
<b>Total Capital Financing</b>	<b>\$132,500</b>	<b>\$26,300</b>	<b>\$50,900</b>	<b>\$29,500</b>	<b>\$72,000</b>	<b>\$26,000</b>
<b>Water Reserve Forecast</b>						
Beginning Reserve Balance	\$510,842	\$630,492	\$851,090	\$1,076,328	\$1,356,402	\$1,630,640
Add: Contributions to Reserves	\$252,150	\$246,898	\$276,138	\$309,574	\$346,238	\$387,374
Less: Draws From Reserves (Projects)	-\$132,500	-\$26,300	-\$50,900	-\$29,500	-\$72,000	-\$26,000
<b>Ending Reserve Balance</b>	<b>\$630,492</b>	<b>\$851,090</b>	<b>\$1,076,328</b>	<b>\$1,356,402</b>	<b>\$1,630,640</b>	<b>\$1,992,014</b>

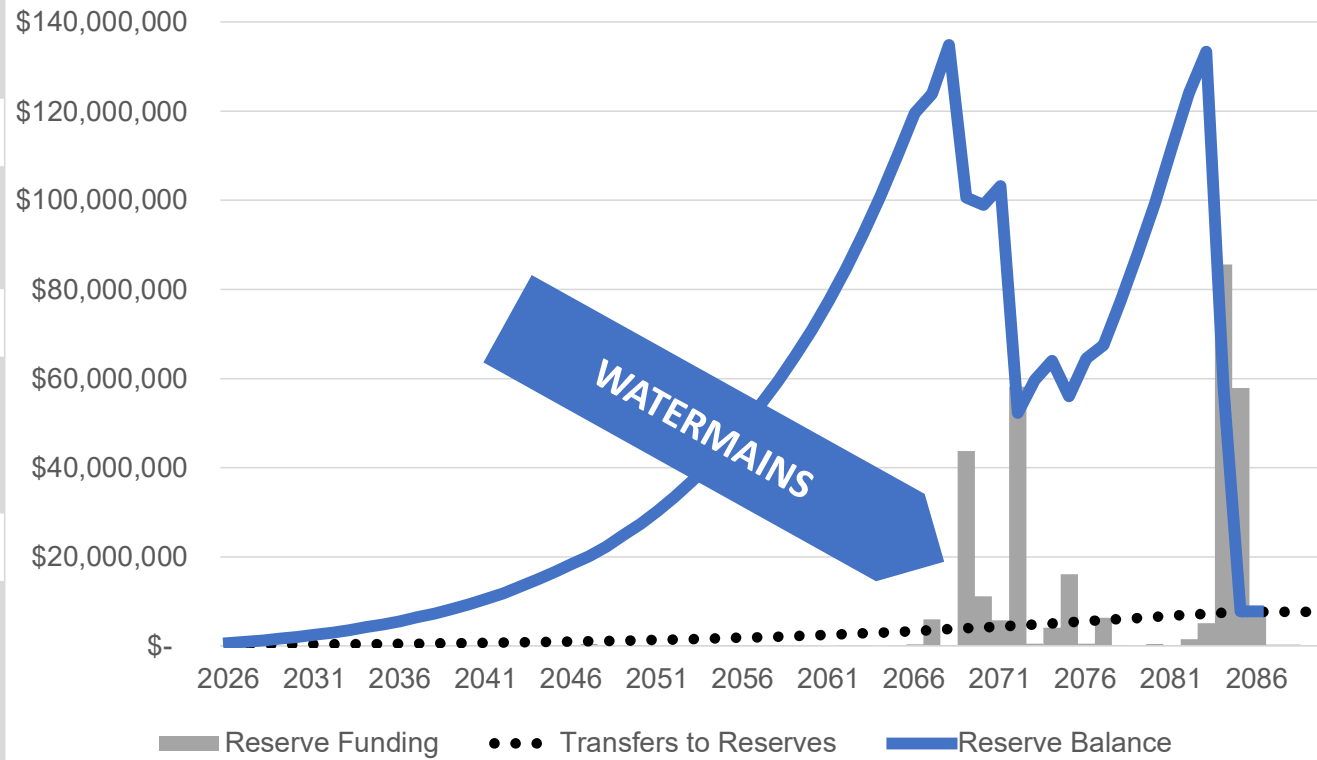
**SCHEDULE B:**  
**TOWNSHIP OF MALAHIDE**  
**DRINKING WATER DISTRIBUTION SYSTEM**  
**LONG-TERM ASSET MANAGEMENT FUNDING STRATEGY**

**STRATEGY:**

100% RESERVE FUNDING

**TOOLS:**

1. TRANSFER TO RESERVES
2. INVESTMENTS

**IMPACT:**5% ANNUAL INCREASE  
TO USER FEES

**SCHEDULE “A”  
TO  
BY-LAW NO. 15-71 (AMENDED)**

**Water Rates**

ITEM		2024	2025	2026
Base Charge	Quarterly	\$86.44	\$90.76	\$102.11
	Annual	\$345.76	\$363.04	\$408.44
Consumption Charge	Per Cubic Metre	\$5.17	\$5.43	\$5.70

**Water Impost Fees**

ITEM	2024	2025	2026
New Connection on existing Water main	\$7,500.00 plus the cost of the service connection to the water main.	\$7,750.00 plus the cost of the service connection to the water main.	\$7,750.00 plus the cost of the service connection to the water main.

**Other Water related Service Fees**

ITEM	2024	2025	2026
<p>Hydrant Connection Permit (Bulk Use)</p> <p>A one-time fee of \$100.00 shall be charged upon activation or reactivation of a bulk water account, in addition to volumetric water charges. The Township reserves the right to discontinue access to the bulk water filling station at its sole discretion. A refundable deposit of \$350.00 shall be charged to ensure the return of any equipment provided for access to the bulk water filling station. The deposit will be refunded upon return of the equipment in good condition.</p>	\$80.00 daily fee plus a deposit of \$350.00.	\$100.00 activation fee plus a deposit of \$350.00.	\$100.00 activation fee plus a deposit of \$350.00.
Water Meter Assembly (3/4”) and inspection (s.108, s.110)	\$719.00 plus HST for meters under 3/4” & Full Cost Recovery for meters larger than 3/4”	\$755.00 plus HST for meters under 3/4” & Full Cost Recovery for meters larger than 3/4”	\$785.00 plus HST for meters under 3/4” & Full Cost Recovery for meters larger than 3/4”

ITEM	2024	2025	2026
New Water connection to inspect from curb stop to house	\$300.00	\$325.00	\$350.00
Water Frost Plates	\$15.00 plus HST	\$35.00 plus HST	\$35.00 plus HST
Connection to waterline where a line tap is required. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made. Full cost recovery shall be based on municipal time and associated costs. (s.31).	\$300.00 fee plus deposit based on approved contractor quote	\$350.00 fee plus deposit based on approved contractor quote	\$350.00 fee plus deposit based on approved contractor quote
Water Meter Testing – when no problem discovered. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made. Full cost recovery shall be based on municipal time and associated costs.	\$150.00 plus a deposit of \$100.00.	\$150.00 plus a deposit of \$100.00.	\$150.00 plus a deposit of \$100.00.
Voluntary Shut Off/On exceeding 1 per year There is one free voluntary shut off/on per year. Each request thereafter is \$150.00.	\$75.00	\$150.00	\$150.00
Water Service Reconnection includes reconnection after shut off for non-compliance and/or non-payment (s.83, s.91, s.138)	\$75.00	\$150.00	\$150.00
Water Disconnection and Inspection The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made. Full cost recovery shall be based on municipal time and associated costs (s.84, s.85, s.86, s.90)	\$100.00 plus a deposit of \$1,000.00.	\$200.00 plus a deposit of \$1,000.00.	\$200.00 plus a deposit of \$1,000.00.
Water Meter Maintenance <i>or Replacement</i> The Township will be responsible for normal testing and repairs to maintain water meters in good operating condition. The cost to repair water meters damaged by freezing, vandalism or wilful neglect will be the responsibility of the property owner (s.120)	Full Cost Recovery	Full Cost Recovery	Full Cost Recovery
Repair to replace curb stop and drain valve (when damaged by abutting property resident)	Full Cost Recovery	Full Cost Recovery	Full Cost Recovery

ITEM	2024	2025	2026
Service Calls when no issue is discovered Any additional reads other than the regular meter reading for quarterly or final billing purposes (s.129)	\$75.00	\$100.00	\$100.00

### Administration Fees

ITEM	2024	2025	2026
Transfer to Taxes: Administration Fee for all water accounts left unpaid after the second consecutive billing, and transferred to the corresponding tax account. (s.135)	\$30.00	\$30.00	\$30.00
Penalty – Utilities Imposed on first day of default (s.133)	5%	5%	5%



The Corporation of The Township of Malahide

(6-Year Recommended Capital/Major Maintenance from 2026 to 2031)  
The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval.

Ref. No.	Scope of Work						2031	Compliance	DWQMS RA Outcome*	Health & Safety	Regul. / Maintenance	Lifecycle Replacement	Improvement	Asset Management Practices	Spare Parts Inventory	Approved by Client	Rationale for Project		
		2026	2027	2028	2029	2030													
Malahide Distribution System																			
1	Waneta Beach PRV rebuild/service	\$ 0.00	\$ -	\$ -	\$ 0.00	\$ 5,000.00											Last major work 2020. Rebuild/service required every 4-5 years. Protect downstream users from high pressure.		
2	Dexter/Imperial PRV rebuild/service	\$ 0.00	\$ -	\$ -	\$ 0.00	\$ 5,000.00											Last major work 2020. Rebuild/service required every 4-5 years. Protect downstream users from high pressure.		
3	P.B.01 PRV rebuild/service	\$ 0.00	\$ -	\$ -	\$ 0.00	\$ 5,000.00											Last major work 2020. Rebuild/service required every 4-5 years. Protect downstream users from high pressure.		
4	P.B.02 PRV rebuild/service	\$ 0.00	\$ -	\$ -	\$ 0.00	\$ 5,000.00											Last major work 2020. Rebuild/service required every 4-5 years. Protect downstream users from high pressure.		
5	P.B. 03 Air Relief Rebuild/service	\$5,000	\$ 0.00	\$ 0.00		\$ 0.00	\$ 5,000.00										Installed 2021. For PV01. VAL-MATIC floodsafe VALVE was installed in 2021		
6	Spare PRV and rebuild kit for inventory	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -										There is one refurbished spare in stock inventory which can be used for pb01, pb02, dexter/imperial, waneta beach. No capital recommendations in 6-year spreadsheet unless spare one is used.		
7	Hydrant maintenance and repairs	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 14,000.00	\$ 2,000.00										Replace any failed parts discovered during annual fire hydrant flushing. In 2030 rebuild hydrant 1 (49831 Dingle - 1995 CV)		
8	Sample station maintenance/repairs/rebuild kits	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00										Purchase spare rebuild kits and on-going maintenance to sample stations, ball valves and plungers.		
9	Sample Station Replacement	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	\$ 0.00										Sample Station 79 to be replaced in 2025. Replace Sample Station 71 in 2026. Replace Sample Station 77 in 2029.		
10	Fire Hydrant Painting			\$ 2,000.00	\$ 0.00												To be completed after 5 year fire hydrant flow testing. Was vcompleted in 2023		
11	Sample Station Painting			\$ 2,000.00	\$ 0.00												To maintain the exterior condition of the sample stations. Was completed in 2023		
12	Leak Detection				TBD														
13	Spare PLC																Total cost shared across 4 systems to have spare available in event of a system failure.		
Copenhagen Booster Station																			
16	Copenhagen Booster Station 4-inch check valve replacement/rebuild	\$ -	\$ -	\$ 6,000.00	\$ 0.00												Servicing/Replacement of check valve as required. Bought in 2020		
17	Copenhagen Booster Station: rebuild or replace 1 1/4 PRV/Service	\$ -	\$ -	\$ 3,000.00	\$ 0.00	\$ -											Recommend to rebuild or replace the in service 1 1/4 PRV in service in 2024. Brand new installed end of 2019. Rebuild in 2023		
18	Copenhagen Booster Station 4-inch PRV: rebuild/service	\$ -	\$ -	\$ 10,000.00	\$ 0.00												Rebuild required every 3-4 years. Allow for booster station recirculation of water during low flow. (4 inch cla-val 90-01 flanged 65# pilot drive) PRV was replaced in 2019. Rebuild in 2023.		
19	Copenhagen Booster Station: Spare pump	\$ -	\$ -	\$ -	\$ -	\$ -											Purchase spare pump as needed/or repair existing. 2023 two new motors installed. Spare pump is been assets. New spare pump was purchased in 2023		
20	Copenhagen Booster Station Pump 1 (west pump) and motor replacement: goulds 7.5HP 3BF1K1A0 3656S(208/1160 with 5.94 inch impeller) + spare motor	\$ -	\$ -	\$ -	\$ -	\$ -											New motor in 2018, new impeller in 2019. Replace/rebuild pump motor and impeller in 2022.		
21	Copenhagen Booster Station Generator Purchase and Installation	\$80,000															Current status is bringing in a temporary generator but electrician is required to hard wire in connection each time. This would provide a more permanent solution and increase service level during power outages. Town is consider adding larger size Generator if more		
22	Copenhagen Booster : Connector Flange for in chamber bypass pumping using Water Tanker																This provides the ability to utilize a tanker truck during emergency situation to pressurize booster system area.		
23	Copenhagen Pump Impellor Replacements	\$ 0.00	\$ 8,000.00	\$ 0.00	\$ 14,000.00	\$ 0.00											Impellors have a life expectancy of around 2 years and this will ensure stock is available for replacement as needed.		
	SCADA Server upgrades	\$ 20,000.00	\$ 0.00														SCADA upgrades		
24	Summa SCADA Service Support Agreement	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00												
25	Financial Plan Update			\$15,000													To be completed in-house by Malahide Township. Update rate study and financial plan		
26	Copenhagen Booster Station Pump 2 (east pump) and motor replacement: goulds 7.5HP 3BF1K1A0 3656S(208/1160 with 5.94 inch impeller)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -										East pump is brand new including motor in August 2019. Replace impeller in 2022.		
27	Contingency Maintenance Requirements	\$ 0.00	\$ 2,000.00	\$ 0.00		\$ 2,000.00	\$ 0.00												
28	Contingency Maintenance Requirements	\$ 0.00																	
	Contingency Maintenance Requirements	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00												
Total Capital Estimate																			
		#	#	#	#	#		2026 Recommended Capital Presented by:										Vitaliy Talashok: Senior Operations Manager	

\* NOTE : a requirement of DWQMS v. 2.0 is to consider the outcomes of the risk assessment (RA) documented under Element 8 as part of the system's infrastructure review

Legend:  
H High priority recommended to be completed in upcoming year  
M Medium priority recommended to be completed in 1 to 3 years  
L Low priority recommended to be completed in years 4 to 5

2026 Recommended Capital Presented by:  
2026 Recommended Capital Approved by:

Vitaliy Talashok: Senior Operations Manager  
Sam Sianas: Regional Hub Manager



**REPORT NO. FIN-25-20**

**TO:** Mayor & Members of Council  
**DEPARTMENT:** Corporate & Financial Services  
**MEETING DATE:** December 4, 2025  
**SUBJECT:** 2026 Draft Sewer Budget

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**RECOMMENDATION:**

THAT Report No. FIN-25-20 entitled “2026 Draft Sewer Budget” be received;

AND THAT the 2026 Draft Sewer Budget and sewer system user rates be approved.

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**PURPOSE & BACKGROUND:**

At the end of each year, the Township approves its Sewer Budget and related user fees for the upcoming calendar year. The Township’s wastewater collection service is self-funded meaning that user fees are set on a full-cost recovery basis with no assistance from annual property tax collections or property tax-funded reserves.

At its December 15, 2022 meeting, Council received and accepted in principle the Township’s 2023 Water and Wastewater Rate Study prepared and presented by Watson & Associates Economists Ltd. Based on the best information available at that time, it was recommended that water rates increase by 3.50% annually from 2023 to 2032 in order to meet the financial needs of the system. As part of the annual budget development process, staff assess whether adjustments need to be made to this recommendation based on up-to-date information.

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**COMMENTS & ANALYSIS:**

**Recommended Sewer Rates:**

Sewer rates are imposed on users of the system, approximately 300 single-family equivalents in Springfield, to recover costs to operate and maintain the collection system. The Township’s rate structure utilizes a quarterly fixed charge based on the type of customer (single-family dwelling, commercial unit, etc.). Based on staff’s review of the 2026 Draft Sewer Budget (attached), it is recommended the Township increase its sewer user fees by 3.50% as presented in the 2023 Rate Study. If approved, a single-family equivalent will pay an additional \$44 per year, or \$3.67 every month. A comparison of user fees and their impact on users is provided below.

<b>Sewer Rate Comparison</b>		
	<b>2026 Draft</b>	<b>2025</b>
Quarterly Fixed Charge	\$324.75	\$313.75
Annual Fixed Charge	\$1,299	\$1,255

### **2026 Budget Summary:**

The 2026 Draft Sewer Budget does not contemplate any changes to service levels, resources or significant capital investments this year. The following table provides a comprehensive overview of the Township's budget allocations. It outlines both the annual expenses associated with critical operational areas including administration, facilities, and maintenance contracts, and anticipated revenue from user fees, investment income, and other sources. The table also highlights lifecycle funding contributions, which are crucial for the Township's long-term Asset Management Plan.

<b>Budget Summary</b>			
	<b>2025 Budget</b>	<b>2026 Budget</b>	<b>Change</b>
<b>Annual Expenses</b>			
Administration	\$27,500	\$32,490	\$4,990
OCWA Contract	\$51,100	\$52,500	\$1,400
Facilities	\$57,150	\$65,100	\$7,950
Aylmer Lagoons	\$25,200	\$25,400	\$200
Sand Filters	\$49,400	\$49,400	\$0
System Repairs	\$28,000	\$28,000	\$0
Other	\$12,000	\$4,000	(\$8,000)
<b>Total</b>	<b>\$250,350</b>	<b>\$256,890</b>	<b>\$6,540</b>
<b>Annual Revenue</b>			
User Fees	\$376,500	\$389,700	\$13,200
Investment Income	\$83,900	\$90,900	\$7,000
Other	\$2,000	\$2,000	\$0
<b>Total</b>	<b>\$462,400</b>	<b>\$482,600</b>	<b>\$20,200</b>
<b>Lifecycle Funding</b>	<b>\$212,050</b>	<b>\$225,710</b>	<b>\$13,660</b>

### **Budget Details:**

#### Administration

Malahide assigns labour costs based on the actual hours worked in each functional area. There are direct wages and benefits allocated to the water budget based on the proportion of the time spent by the Water/Wastewater Manager as well as an overhead amount budgeted to account for administrative labour costs from other additional support positions such as from the finance department, HR, etc. The increase to the wages and benefits recommended in the 2026 water budget in the amount of \$4,990 represents both an increase in direct wages and an increase in indirect overhead labour costs. In

accordance with the Township's Salary Philosophy and Administration Policy, annual cost of living adjustments as well as a market rate adjustment are the main factors driving the staffing increase. The market rate adjustment is a once-every-four-years analysis that ensures salaries are competitive for staff recruitment and retention. This analysis was undertaken in 2025, and the results will be phased in over the next two years.

#### Ontario Clean Water Agency (OCWA) Contract

The Township entered into a contract with OCWA in 2022 to operate its wastewater collection system. The contract allows OCWA to charge the Township of Malahide a base price plus cumulative inflationary increases each year. An estimated increase for this contract provision is included in the 2026 Sewer Budget.

#### Facilities

The Township's wastewater collection system utilizes two pumping stations, the Springfield Pump Station located near the intersection of Springfield Road and Clinton Street and the Ontario Police College Pumping Station on Hacienda Road. Pumping stations are used to push wastewater towards the Town of Aylmer for storage and treatment in its lagoons.

The Springfield Pumping Station is fully owned and operated by the Township of Malahide. The Township budgets for the hydro required to operate the facility's machinery as well as an annual maintenance allowance for general upkeep as needed. Ownership of the Ontario Police College (OPC) Pumping Station was transferred to the Township in 2021 after it was rebuilt. Operating costs are incurred by the Town of Aylmer, including hydro and OCWA operating costs, and billed to the Township based on proportionate flows. The 2026 Budget for the OPC is based on the existing billing methodology in consultation with the Town of Aylmer.

#### Wastewater Treatment

The Township's sewer collection system transmits wastewater to the Town of Aylmer's wastewater lagoon facility. The Town of Aylmer bills the Township a percentage of the lagoon's annual costs based on the proportion of inflows from Springfield. Based on recent flow data, staff assume this figure to be 6.25%, an increase the Township's 2025 Budget estimate. The lagoon's sand filter system is used to remove contaminants in wastewater so that effluent may be discharged from the lagoons. Sand filter operating costs are billed to the Township based on its proportionate share of discharged flows which is estimated to be 28.39% based on current billing methodology.

#### System Repairs & Maintenance

An average of \$28,000 in repairs costs have been incurred over the last 3 years. For this reason, the existing 2025 budget of \$28,000 is recommended to remain the same for 2026.

### Capital & Reserves

The Township develops its multi-year capital sewer budget by reviewing capital recommendations made by OCWA in its annual report (see Schedule D). Based on their 2025 report, OCWA is recommending an average of \$57,000 in capital investment each year from 2026 to 2031. Compared to average annual reserve contributions of \$273,800 over this time, the Township will have the opportunity to build its reserves for future infrastructure replacement. By 2031, the Township is expected to have over \$2.7 million in reserves earmarked for sewer infrastructure replacement.

### **Future Outlook:**

The Township's sewer system, encompassing nearly 14 kilometers of forcemains and collection lines, serves 300 users and necessitates a strategic approach to long-term capital funding. With infrastructure valued at approximately \$38 million, the replacement cost equates to \$126,667 per service. However, given the relatively limited customer base, funding pressures will continue to mount without growth as critical infrastructure degrades over time.

Constructed primarily in the early 2000's, the system's current condition provides the Township with the opportunity to gradually build its reserves. A core component of this funding strategy is to accumulate the necessary replacement cost of capital gradually and equitably from system users. By leveraging investment income as an external revenue source, the Township can alleviate the impact on users by supplementing contributions with investment returns on reserves, reducing the direct cost burden on users. This strategy not only reduces the need for sudden rate increases but also offsets costs that would otherwise be borne entirely by system users.

For 2026, contributions to the Sewer Reserve are projected at \$225,710, with an annual rate increase of approximately 3.5% recommended over the next decade. This gradual increase, informed by the Township's 2024 Asset Management Plan and 2023 Rate Study, positions the Township to close its infrastructure funding gap and sustainably manage the sewer system, ensuring fairness for current and future users while maintaining stable and predictable user costs.

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### **ATTACHMENTS:**

1. Schedule A: 2026 Draft Sewer Budget
2. Schedule B: Long-term Asset Management Strategy
3. Schedule C: 2026 Sewer User Fees
4. Schedule D: OCWA Recommended Capital/Major Maintenance 2026-2031

**Prepared by:** T. Jones, Asset Management Analyst

**Approved by:** N. Dias, Chief Administrative Officer

Township of Malahide

# 2026 Sewer Budget

# Objectives

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- Set sewer rates for 2026
- Approve budgeted expenditures and revenues
- Approve 2026 capital work plan

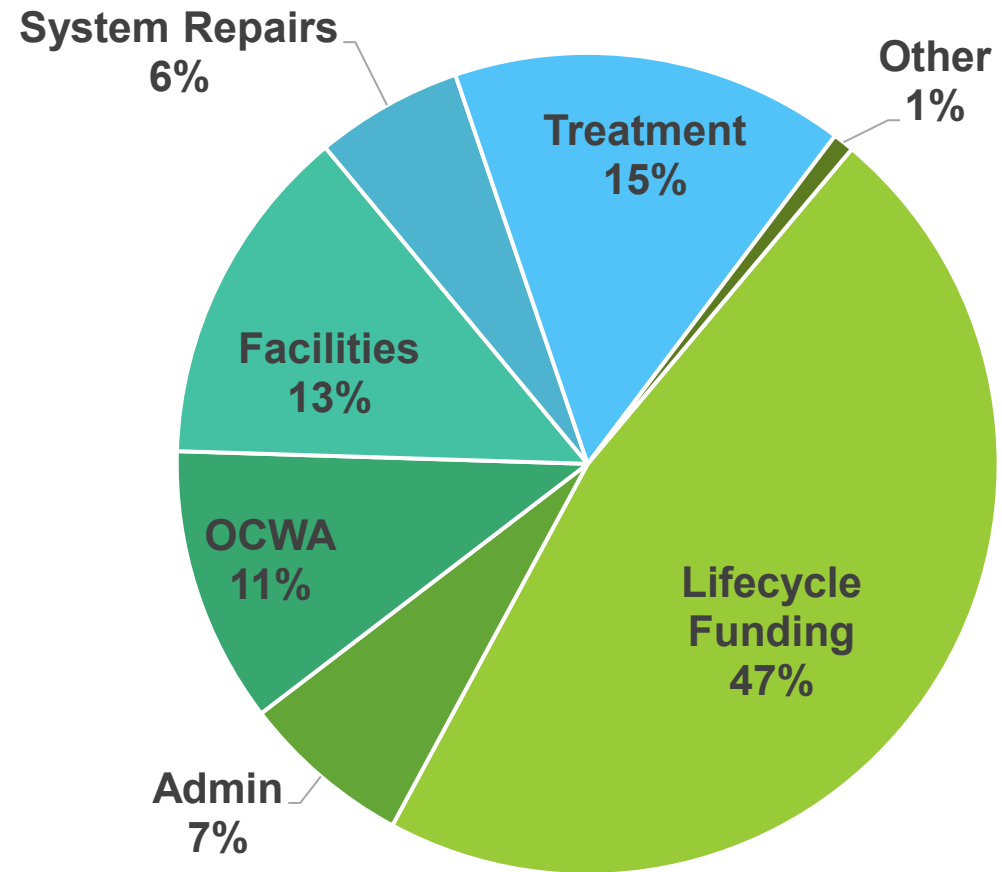
# Background

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- Wastewater services are fully funded through sewer rates therefore no property taxes are used to subsidize this service.
- 
- In 2023, the Township approved (in principle) a sewer rate study completed by Watsons & Associates which recommended 3.5% annual rate increases from 2023 to 2032.
- 
- During 2025, the Township approved the 2025 Asset Management Plan which chartered a long-term financial strategy for asset replacement and further supported the need for annual 3.5% increases.

# What Does Your Sewer Bill Pay For?

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# Capital Forecast

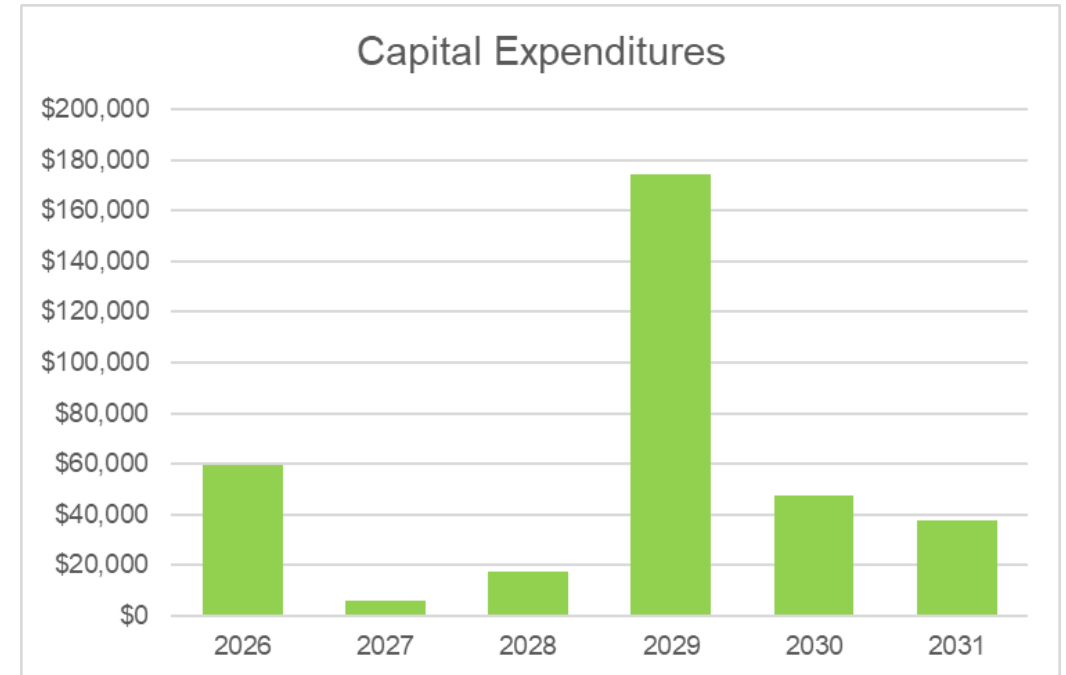
## Recommendations for 2026

### **Pump Stations**

UPS Replacement  
(Both Pump Stations)                      \$ 2,500

### **Other Projects:**

SCADA Software Upgrade                      \$36,000  
Manhole Inspections                      \$15,000  
Forcemain Air Release Valve                      \$ 6,000  
**\$59,500**



# Sewer Reserve

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	2026	2027	2028	2029	2030	2031
<b>Opening</b>	<b>\$1,453,350</b>	<b>\$1,619,560</b>	<b>\$1,853,640</b>	<b>\$2,098,650</b>	<b>\$2,205,930</b>	<b>\$2,461,930</b>
Contributions	\$225,710	\$240,080	\$262,510	\$281,780	\$303,500	\$329,030
Draws	-\$59,500	-\$6,000	-\$17,500	-\$174,500	-\$47,500	-\$37,600
<b>Closing</b>	<b>\$1,619,560</b>	<b>\$1,853,640</b>	<b>\$2,098,650</b>	<b>\$2,205,930</b>	<b>\$2,461,930</b>	<b>\$2,753,360</b>

# FUNDING STRATEGY

## STRATEGY:

100% RESERVE  
FUNDING

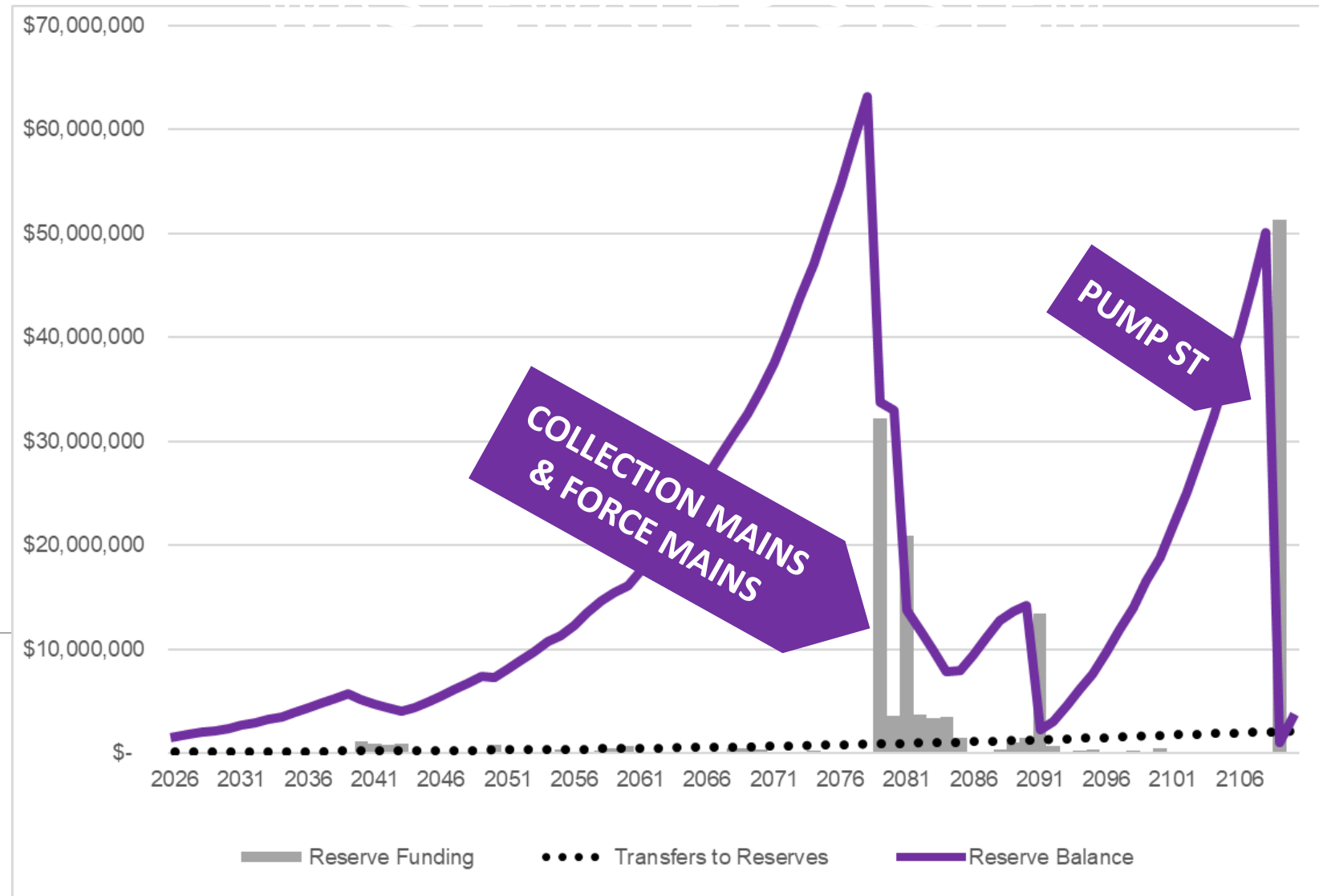
## TOOLS:

1. TRANSFER TO RESERVES
2. INVESTMENTS

## IMPACT:

3.5% ANNUAL  
INCREASE TO USER  
FEE RATES

187



# Recommendations

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**Recommendation:** 3.50% rate increase  
as forecasted by the Township's rate study

**Impact on Residents:** \$44 per year  
increase (\$3.67 monthly) per household

Sewer Rate Comparison		
	2026 (Draft)	2025
Quarterly Fixed Charge	\$324.75	\$313.75
Annual Fixed Charge	\$1,299	\$1,255

# Sewer | Operating Budget Forecast

	2026	2027	2028	2029	2030	2031
<b>Expenses</b>						
<u>Administrative</u>						
Wages & Benefits	\$32,490	\$37,380	\$38,500	\$39,600	\$40,800	\$42,000
	\$32,490	\$37,380	\$38,500	\$39,600	\$40,800	\$42,000
<u>Facilities</u>						
Springfield Pumping Station	\$17,500	\$17,900	\$18,300	\$18,700	\$19,100	\$19,500
Ontario Police College Pumping Station	\$47,600	\$48,500	\$49,400	\$50,300	\$51,200	\$52,100
	\$65,100	\$66,400	\$67,700	\$69,000	\$70,300	\$71,600
<u>Treatment (Aylmer Lagoons)</u>						
Lagoon Overhead	\$25,400	\$25,900	\$26,400	\$26,900	\$27,400	\$27,900
Sand Filter Costs	\$49,400	\$50,400	\$51,400	\$52,400	\$53,400	\$54,500
	\$74,800	\$76,300	\$77,800	\$79,300	\$80,800	\$82,400
<u>System Operations</u>						
System Repairs & Maintenance	\$28,000	\$28,600	\$29,200	\$29,800	\$30,400	\$31,000
SCADA Maintenance	\$4,000	\$4,100	\$4,200	\$4,300	\$4,400	\$4,500
OCWA Contract	\$52,500	\$53,500	\$54,500	\$55,600	\$56,700	\$57,800
	\$84,500	\$86,200	\$87,900	\$89,700	\$91,500	\$93,300
<b>Total Expenses</b>	<b>\$256,890</b>	<b>\$266,280</b>	<b>\$271,900</b>	<b>\$277,600</b>	<b>\$283,400</b>	<b>\$289,300</b>

## Sewer | Operating Budget Forecast

	2026	2027	2028	2029	2030	2031
<b>Revenue</b>						
Sewer Billings	\$389,700	\$403,200	\$417,300	\$432,000	\$447,000	\$462,600
Investment Income	\$90,900	\$101,161	\$115,116	\$125,376	\$135,900	\$151,728
Other Revenues	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
<b>Total Revenue</b>	<b>\$482,600</b>	<b>\$506,361</b>	<b>\$534,416</b>	<b>\$559,376</b>	<b>\$586,901</b>	<b>\$618,330</b>
<b>Transfers</b>						
Transfer to Reserve	\$225,710	\$240,081	\$262,516	\$281,776	\$303,501	\$329,030
<b>Total Transfers</b>	<b>\$225,710</b>	<b>\$240,081</b>	<b>\$262,516</b>	<b>\$281,776</b>	<b>\$303,501</b>	<b>\$329,030</b>
<b>Net From Taxes</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# Sewer | Operating Budget

	2023		2024		2025		2026	
	Budget	Actuals	Budget	Actuals	Budget	Forecast	Budget	Change
<b>Expenses</b>								
<u>Administrative</u>								
Wages & Benefits	\$25,700	\$24,402	\$25,700	\$24,767	\$27,500	\$27,500	\$32,490	\$4,990
Training & Conferences	\$500	\$0	\$0	\$0	\$0			\$0
	\$29,500	\$24,402	\$25,700	\$24,767	\$27,500	\$27,500	\$32,490	\$4,990
<u>Facilities</u>								
Springfield Pumping Station	\$10,500	\$11,572	\$12,500	\$8,397	\$13,150	\$16,346	\$17,500	\$4,350
OPC Pumping Station & Forcemain	\$34,800	\$44,327	\$42,572	\$49,280	\$44,000	\$7,173	\$47,600	\$3,600
	\$45,300	\$55,898	\$55,072	\$57,677	\$57,150	\$23,519	\$65,100	\$7,950
<u>Treatment (Aylmer Lagoons)</u>								
Lagoon Operations	\$18,600	\$27,481	\$15,312	\$18,232	\$25,200	\$25,200	\$25,400	\$200
Sand Filter System	\$43,700	\$45,063	\$34,458	\$35,996	\$49,400	\$49,400	\$49,400	\$0
	\$62,300	\$72,544	\$49,770	\$54,228	\$74,600	\$74,600	\$74,800	\$200
<u>System Operations</u>								
System Repairs & Maintenance	\$25,400	\$27,331	\$25,400	\$24,770	\$28,000	\$3,657	\$28,000	\$0
SCADA Maintenance	\$8,600	\$9,337	\$9,300	\$12,513	\$12,000	\$3,900	\$4,000	-\$8,000
OCWA Contract	\$35,900	\$37,749	\$41,100	\$42,952	\$51,100	\$51,100	\$52,500	\$1,400
	\$69,900	\$74,417	\$75,800	\$80,235	\$91,100	\$58,657	\$84,500	-\$6,600
<b>Total Expenses</b>	<b>\$207,000</b>	<b>\$227,261</b>	<b>\$206,342</b>	<b>\$216,907</b>	<b>\$250,350</b>	<b>\$184,276</b>	<b>\$256,890</b>	<b>\$6,540</b>

	2023		2024		2025		2026	
	Budget	Actuals	Budget	Actuals	Budget	Forecast	Budget	Change
Revenue								
Sewer Billings	\$351,510	\$354,233	\$363,900	\$367,097	\$376,500	\$382,058	\$389,700	\$13,200
Investment Income	\$0	\$0	\$0	\$0	\$83,900	\$88,300	\$90,900	\$7,000
Impost Fees	\$0	\$7,100	\$0	\$0	\$0	\$7,306	\$0	\$0
Connection Fees	\$0	\$1,200	\$0	\$1,550	\$0	\$2,450	\$0	\$0
Penalties	\$2,000	\$2,300	\$2,000	\$3,597	\$2,000	\$2,710	\$2,000	\$0
Other Recoveries	\$0	\$2,100	\$0	\$11,446	\$0	\$0	\$0	\$0
Total Revenue	\$353,510	\$366,933	\$365,900	\$383,690	\$462,400	\$482,824	\$482,600	\$20,200
Transfers								
Transfer to Reserve	\$146,510	\$146,510	\$159,558	\$159,558	\$212,050	\$212,050	\$225,710	\$13,660
Operating Surplus/(Deficit)	\$0	-\$6,838	\$0	\$7,225	\$0	\$86,498	\$0	\$0
Total Transfers	\$146,510	\$139,672	\$159,558	\$166,783	\$212,050	\$298,548	\$225,710	\$13,660
Net From Taxes	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

## Sewer | Capital Budget

	2026	2027	2028	2029	2030	2031
<b><u>Springfield Pump Station Capital Projects</u></b>						
Springfield P.S. Roof & Electrical MCC				\$94,000		
Springfield P.S. HVAC/Exhaust & Wet Well Power Vent						\$10,600
MCC Inspection			\$2,500			
Springfield P.S. Pumps				\$18,500		
Springfield P.S. Soft Start						
Springfield P.S. Discharge Flow Meter						
Springfield P.S. Discharge Pressure Transmitter						
Springfield P.S. Air Valves				\$22,000		
Springfield P.S. Spare PLC						
Springfield P.S. UPS Replacement Program	\$1,000					
Springfield P.S. Wet Well Piping/Pump Rails				\$40,000		
<b><u>OPC Pump Station Capital Projects</u></b>						
OPC P.S. HVAC/Exhaust & Wet Well Power Vent					\$20,500	
OPC P.S. Pump (Rebuild 10yr & Replace 20yr)					\$20,000	\$20,000
OPC P.S. UPS Replacement Program	\$1,500					
OPC P.S. Storage Facility						
<b><u>Other Capital Projects</u></b>						
SCADA Server Software Upgrade	\$36,000					
Manhole Inspections	\$15,000					
Condition Assessments			\$15,000			
Force Main 4 Air Release Valves (every 5yrs)	\$6,000	\$6,000			\$7,000	\$7,000
<b>Total Capital Costs</b>	<b>\$59,500</b>	<b>\$6,000</b>	<b>\$17,500</b>	<b>\$174,500</b>	<b>\$47,500</b>	<b>\$37,600</b>
<b>Capital Financing</b>						
Sewer Reserve	\$59,500	\$6,000	\$17,500	\$174,500	\$47,500	\$37,600
<b>Total Capital Financing</b>	<b>\$59,500</b>	<b>\$6,000</b>	<b>\$17,500</b>	<b>\$174,500</b>	<b>\$47,500</b>	<b>\$37,600</b>
<b>Sewer Reserve Forecast</b>						
Beginning Reserve Balance	\$1,453,346	\$1,619,556	\$1,853,637	\$2,098,653	\$2,205,929	\$2,461,930
Add: Contributions to Reserves	\$225,710	\$240,081	\$262,516	\$281,776	\$303,501	\$329,030
Less: Draws From Reserves (Projects)	-\$59,500	-\$6,000	-\$17,500	-\$174,500	-\$47,500	-\$37,600
<b>Ending Reserve Balance</b>	<b>\$1,619,556</b>	<b>\$1,853,637</b>	<b>\$2,098,653</b>	<b>\$2,205,929</b>	<b>\$2,461,930</b>	<b>\$2,753,360</b>

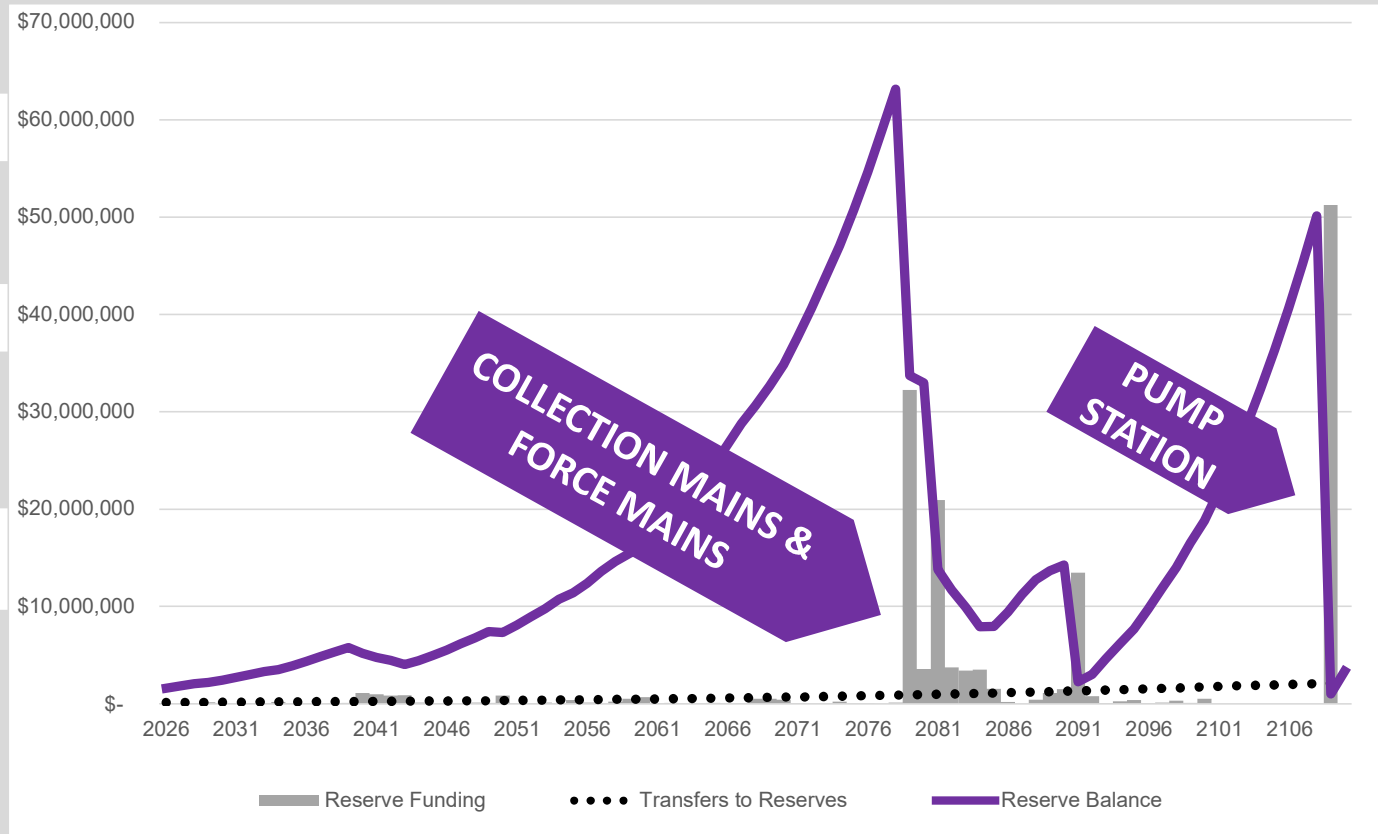
**SCHEDULE B:**  
**TOWNSHIP OF MALAHIDE**  
**WASTEWATER COLLECTION SYSTEM**  
**LONG-TERM ASSET MANAGEMENT FUNDING STRATEGY**

**STRATEGY:**

100% RESERVE FUNDING

**TOOLS:**

1. TRANSFER TO RESERVES
2. INVESTMENTS

**IMPACT:**3.5% ANNUAL INCREASE  
TO USER FEES

**SCHEDULE "A"**  
**TO**  
**BY-LAW NO. 18-81**

**Sewer Rates**

ITEM		2024	2025	2026
Single Family Dwelling	Annual	\$1,213.00	\$1,255.00	\$1,299.00
	Quarterly	\$303.25	\$313.75	\$324.75
Single Commercial Unit	Annual	\$1,213.00	\$1,255.00	\$1,299.00
	Quarterly	\$303.25	\$313.75	\$324.75
Duplex or two houses on one account	Annual	\$2,426.00	\$2,510.00	\$2,598.00
	Quarterly	\$606.50	\$627.50	\$649.50
Two apartments or Commercial/ Residential Combination	Annual	\$1,213.00	\$1,255.00	\$1,299.00
	Quarterly	\$303.25	\$313.75	\$324.75
Three apartments or Commercial/ Residential Combination	Annual	\$1,819.50	\$1,882.50	\$1,948.50
	Quarterly	\$454.88	\$470.63	\$487.13
Four apartments or Commercial/ Residential Combination	Annual	\$2,426.00	\$2,510.00	\$2,598.00
	Quarterly	\$606.50	\$627.50	\$649.50
Six apartments or Commercial/ Residential Combination	Annual	\$3,639.00	\$3,765.00	\$3,897.00
	Quarterly	\$909.75	\$941.25	\$974.25
Large	Annual	\$4,852.00	\$5,196.00	\$5,196.00
	Quarterly	\$1,213.00	\$1,299.00	\$1,299.00

## Wastewater Impost Fees

ITEM	2024	2025	2026
Each lot created by consent subsequent to the passage of by-law 02-30 that lies adjacent to the sewer works.  Payment in full shall be made prior to the creation of the lot.	\$776.25 plus \$2,900.00. Payment in full shall be made prior to the creation of the lot.	\$776.25 plus \$2,900.00. Payment in full shall be made prior to the creation of the lot.	\$776.25 plus \$2,900.00. Payment in full shall be made prior to the creation of the lot.
Each lot created by registered plan of subdivision or consent subsequent to the passage of by-law 02-30 that requires an extension of the sewage works.	\$775.00 plus a negotiated impost sewer rate per lot that shall not exceed \$2,900.00 per lot. Payment in full shall be made prior to the creation of the lot.	\$775.00 plus a negotiated impost sewer rate per lot that shall not exceed \$2,900.00 per lot. Payment in full shall be made prior to the creation of the lot.	\$775.00 plus a negotiated impost sewer rate per lot that shall not exceed \$2,900.00 per lot. Payment in full shall be made prior to the creation of the lot.

## Miscellaneous Wastewater Fees

ITEM	2024	2025	2026
New Private Sewer Connection to inspect from Stub to house.	\$310.00	\$350.00	\$350.00
Unblock Residential Sewer, during working hours	\$201.00 plus deposit of \$500.00. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made.	\$250.00 plus deposit of \$500.00. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made.	\$250.00 plus deposit of \$500.00. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made.

ITEM	2024	2025	2026
Unblock Residential Sewer, after hours	\$235.00 plus deposit of \$500.00. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made.	\$375.00 plus deposit of \$500.00. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made.	\$375.00 plus deposit of \$500.00. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made.
New Sewer Stub Installation	\$285.00 plus deposit of \$10,000.00. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made. Full cost recovery shall be based on municipal time and associated costs.	\$500.00 plus deposit of \$10,000.00. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made. Full cost recovery shall be based on municipal time and associated costs.	\$500.00 plus deposit based on approved contractor quote. The applicant will be invoiced for the difference between the actual cost incurred and the deposit. If the deposit exceeds the actual costs, a refund will be made. Full cost recovery shall be based on municipal time and associated costs.

## Administration Fees

ITEM	2024	2025	2026
Transfer to Taxes Administration fee for all wastewater accounts left unpaid after the second consecutive billing to be transferred to the corresponding tax account. (s.135)	\$30.00	\$30.00	\$30.00
Penalty - Utilities	5% imposed on first day of default (s.133)	5% imposed on first day of default (s.133)	5% imposed on first day of default (s.133)



The Town of Aylmer/ Township of Malahide

(6-Year Recommended Capital/Major Maintenance from 2026 to 2031)

The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval.

Ref. No.	Scope of Work	Cost Estimate						Compliance	DWQMS RA Outcome*	Health & Safety	Repair / Maintenance	Lifecycle Replacement	Improvement	Spare Parts Inventory	Approved by Client	Rationale for Project
		2026	2027	2028	2029	2030	2031									
	Ontario Police College Pumping Station - Twp of Malahide															
1	Health and Safety Components: signage, First Aid Kits, Lockout tag out equipment	\$0	\$0	\$0	\$ 1,000	\$	\$0									Update H and S equipment as needed.
2	Pump 1 and 2 Rebuilds	\$0	\$0	\$0	\$0	\$ 20,000	\$ 20,000									Station was built in 2020 recommend to rebuild after 10 years of service
3	Pump station HVAC/exhaust and wet well pover vent	\$0	\$0	\$0	\$0	\$ 20,500	\$0									Recommend to replace power went for H2S removal if needed
4	Level monitor equipment/ flow meter/ pressure transmitter	\$0	\$0	\$0	\$0	\$0	\$0									We have spare transducer on site. Will buy a new one if needed. New flow meter was installed in 2024
5	Generator (Parts/Battery Replacement), Fuel Polishing	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500									Replace parts as needed as part of annual inspection. Top up fuel tanks at year-end
6	SCADA server upgrades	\$ 20,000	\$ 0													SCADA upgrades, software upgrades
7	UPS/PLC Battery Replacement	\$1,500	\$0	\$ 1,500	\$ 0	\$0	\$0									UPS has 3 to 5 year life expectancy
8	Wetwell: quarterly cleaning/maintenance	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000									Recommend for quarterly cleaning of wetwell.
	Total Estimate - Recommended Capital	\$27,000	\$5,500	\$7,000	\$6,500	\$46,000	\$25,500									
	OPC Forecmain and Chambers - Town of Aylmer															
1	Air Release Chamber #4: West of Imperial Road	\$10,000	\$ 0	\$0	\$0	\$0	\$0									Replace valve, auto air vent valve, auto air vent
2	Air Release Chamber #2: Glen Colin Line (near Johnson meats)	\$0	\$10,000	\$0	\$0	\$0	\$0									Replace valve, auto air vent valve, auto air vent,marker stake
3	Air Release Chamber #1: Hacienda Road (entrance to OPC)	\$0	\$0	\$0		\$ 10,000	\$0									Service in 2029, , Valve, auto air vent valve was replaced in 2019
4	Air Release Chamber #3: Southeast corner of Imperial and Glen Colin	\$ 0	\$0	\$0	\$0	\$0	\$ 10,000									Replace valve, auto air vent valve, auto air vent,
	Total Estlmate - Recommended Capital	\$10,000	\$10,000	\$0	\$0	\$10,000	\$10,000									
	Total Capital Estimate	\$37,000	\$15,500	\$7,000	\$6,500	\$56,000	\$35,500									

Legend:  
High priority recommended to be completed in upcoming year  
Medium priority recommended to be completed in 1 to 3 years  
Low priority recommended to be completed in years 4 to 5

2026 Recommended Capital Presented by:  
2026 Recommended Capital Approved by:

Name: Vitaliy Talashok  
Name: Sam Sianas



November 20, 2025

**We are re-issuing this week's Watchfile with corrected links for the [AMO and OMAA Webinar](#) and the LAS [AODA Toolkit RFP](#). We apologize for the inconvenience.**

#### **In This Issue:**

- Share your local municipal staff career spotlights!
- Sport Hosting Program Applications Intake.
- Ontario Energy Board Plans 2026 review of Model Franchise Agreement.
- Applications now open: Canada Summer Jobs wage subsidy.
- Navigating Conflict Relationships as an Elected Official, March and May 2026 workshops.
- ROMA Zone Meet-ups over lunch Sunday, January 18.
- Free Workshop: Everything You Need to Know as an Underrepresented Candidate - Dec 3rd.
- New Dates! Seeking re-election or first-time candidate? AMO's free workshop series is for you.
- AODA Accessibility Solutions RFP Now Open.
- Is your municipality ready for the phase-out?
- Energy Training that pays for itself!
- Blog - Fire Prevention Tips for a Safe and Cozy Winter Season.
- Review Your Group Benefits Before the New Year.
- New AMO/OMAA Webinar: Impact of the Mayor-CAO relationship on workplace culture.
- New Program to Help Get Your Community Energy Emissions Planning Done!
- Federal Food Waste Prevention and Diversion Webinar.
- Release of Gender Based Violence Prevention Framework.
- Careers.

#### **AMO Matters**

AMO is building a campaign to highlight the impact and the people behind municipal work - and we want to hear your story. Submissions will be featured on the campaign website and newsletters as *Impact Stories* to highlight the everyday work that keeps communities safe,

clean, connected and welcoming. Please contact us at [workforce@amo.on.ca](mailto:workforce@amo.on.ca) to share stories from your community.

### **Provincial Matters**

The province is accepting applications for next round of [Sport Hosting Program](#) to support sport tourism and local economies. Municipalities are eligible to [apply](#). The deadline to submit for 2026/27 applications is until January 12, 2026.

The Ontario Energy Board (OEB) [issued a letter](#) advising interested stakeholders that it intends to commence a generic proceeding in 2026 to review the OEB's Model Franchise Agreement.

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Municipalities with 50 or fewer full-time employees are eligible to apply for wage subsidies for summer work experiences targeting youth aged 15- 30 years old. Application window closes December 11, 2025, at 11:59 pm (PST). [Click here for more info](#).

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Conflict and misunderstanding is a big part of many municipal leaders current realities. This workshop provides an opportunity to transform conflict into collaboration. The [Navigating Conflict Relationships as an Elected Official](#) workshop teaches skills in building collaborative relationships and negotiating difficult ones in your role as an elected municipal official.

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If you missed *AMO's Healthy Democracy Leadership Series: Stronger Leaders, Stronger Communities* workshop registration, we are offering new dates to register. Designed to equip you with the tools, resilience, and confidence to meet the challenges of the political landscape head-on. It's offered at no charge in two streams: first time candidates, and those considering re-election in 2026. [Full details and registration information here](#).

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The [phase-out of mercury containing lamps](#) (CFL, linear fluorescent lamps, metal halides, etc.) begins on January 1, 2026. The [LAS Facility Lighting Service](#) offers a turn-key solution to upgrade your lights so you won't be left in the dark. Contact [Christian Tham](#) to find out how you can get ready.

Staff training is critical to identifying energy savings opportunities and reducing costs in your buildings. The [LAS Energy Workshop & Treasure Hunt](#) will empower your teams to meet your energy and budget goals. Contact [Christian Tham](#) for more information. Eligible for IESO incentives.

[Read our latest blog](#) to understand the risk factors and discover fire prevention tips that can help you and your loved ones remain safe and cozy all winter long.

Help reduce your group benefits costs with the LAS Group Benefits program offered by Mosey & Mosey. The plans are customizable to suit your needs. [Learn more](#).

### **Municipal Wire\***

Back by popular demand, AMO and OMAA are pleased to present the next topic in our Mayor-CAO Relationship Series. This conversation turns the spotlight on how the Mayor-CAO partnership shapes municipal workplace culture and why strong, trust-based leadership matters now more than ever. [Register here](#) for the free December 8<sup>th</sup> Session.

Has your municipality been considering developing your 'CEEP' for too long to identify and reduce your community's energy emissions? Get it done, now, through QUEST Canada's Net-Zero Communities Accelerator program! Contact Lead, Projects, Norma Panetta at [npanetta@questcanada.org](mailto:npanetta@questcanada.org) by December 1, 2025. [More information](#).

Environment and Climate Change Canada (ECCC) is showcasing the Waste Reduction and Management Division's Grant and Contribution funding recipients whose projects focus on food waste prevention and diversion December 4<sup>th</sup>. [Register now](#).

The [Gender Based Violence Prevention Framework](#) provides a roadmap for preventing gender-based violence. Municipalities and public health units are encouraged to review the framework and resources.

**Careers**

[Manager, Waste Disposal - Essex-Windsor Solid Waste Authority](#). Closing Date: December 5, 2025.

[Project Manager, Affordable Housing Development and Renewal - Regional Municipality of Durham](#). Closing Date: December 7, 2025.

[Manager, Development Partnerships - Regional Municipality of Durham](#). Closing Date: December 8, 2025.

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**About AMO**

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

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**AMO Contacts**

[AMO Watchfile](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#)

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

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November 27, 2025

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- We need your local municipal staff career spotlights!
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### **Provincial Matters**

This Public Health Ontario Rounds will be held virtually December 2nd from 12-1pm. It will present a Framework to support public health agencies contributing to gender-based violence prevention. Register [here](#).

The Municipal Energy Plan Program, a voluntary, application-based program of the Ministry of Energy and Mines helps develop and enhance energy plans. [Learn more here](#).

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Is a road needs study or sidewalk assessment part of your 2026 work plan? [Contact Tanner](#) to get a free quote with the [LAS Road & Sidewalk Assessment](#) service. Better data helps make the best decisions for your assets.

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Ontario municipalities are under mounting pressure to do more with less. Rising healthcare-related expenses, aging populations, and tighter budgets mean every dollar must be stretched further. [Read more here](#).

[Join a free webinar](#) on December 9 to find valuable insights from municipal and healthcare supply chain leaders who are working to strengthen procurement practices, control costs, and build more resilient systems across Ontario.

## Municipal Wire\*

Back by popular demand, AMO and OMAA are pleased to present the next topic in our Mayor-CAO Relationship Series. This conversation turns the spotlight on how the Mayor-CAO partnership shapes municipal workplace culture and why strong, trust-based leadership matters now more than ever. [Register here](#) for the free December 8th Session.

Has your municipality been considering developing your 'CEEP' to identify and reduce your community's energy emissions for too long? Get it done, now, through QUEST Canada's Net-Zero Communities Accelerator program! Contact Projects Lead Norma Panetta at [npanetta@questcanada.org](mailto:npanetta@questcanada.org) by December 1, 2025. [More information](#).

### Careers

[Manager Transportation Operations & Maintenance \(Winter Services – City Wide\) - City of Toronto](#). Closing Date: December 5, 2025.

[Supervisor of Fleet Services - City of Quinte West](#). Closing Date: December 8, 2025.

[Manager, Development Engineering \(Water And Wastewater\) - Region of Waterloo](#). Closing Date: December 26, 2025.

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### About AMO

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

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### AMO Contacts

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[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)



**East Elgin Community Complex Board of Management  
Special Meeting Minutes  
November 26, 2025**

The East Elgin Community Complex Board of Management met at 7:00 p.m. with the following present:

**Malahide Council:** Chair Mayor D. Giguère, Deputy Mayor M. Widner, Board Member R. Cerna, Board Member J.H. Wilson, Board Member C. Glinski

**Aylmer Council:** Major J. Couckuyt, Deputy Mayor P. Barbour, Board Member A. Oslach, Board Member K. Desrosiers, Board Member J. Chapman, Board Member J. Rauhe, Board Member W. Barber

**Staff:** Aylmer Manager of Parks and Recreation S. Wray, Aylmer Director of Financial Services/Treasurer H. Sachs, Aylmer Chief Administrative Officer A. Grozelle, Aylmer Director of Legislative Services/Clerk O. Jaggard

1. **WELCOME - SPECIAL MEETING**
2. **DECLARATION OF PECUNIARY INTEREST**
3. **ACTION ITEMS**

Memo - Electronic Participation in Meetings – Procedural By-law Amendment

By-Law No. 2025-01 Being a By-Law to amend the By-Law 2018-01 Being a By-law to establish a policy to govern the calling, place, and proceedings of the East Elgin Community Complex Board of Management

Resolution No. 48-25

Moved by Member Cerna and seconded by Member Oslach:

**That the memo entitled Electronic Participation in Meetings – Procedural By-law Amendment be received for information;  
And that the Board give three readings to and approves:**

November 26, 2025

**By-Law No. 2025-01 Being a By-Law to amend the By-Law 2018-01  
Being a By-law to establish a policy to govern the calling, place, and  
proceedings of the East Elgin Community Complex Board of  
Management**

The motion is Carried.

**4. ADJOURNMENT**

(b) Adjournment

Resolution No. 49-25

Moved by Member Chapman and seconded by Member Rauhe:

**That the Board do now adjourn at 7:01 p.m.**

The motion is Carried.

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Mayor

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Clerk



**East Elgin Community Complex Board of Management  
Minutes  
November 26, 2025**

The East Elgin Community Complex Board of Management met at 7:00 p.m. with the following present:

**Malahide Council:** Chair Mayor D. Giguère, Deputy Mayor M. Widner, Board Member R. Cerna, Board Member J.H. Wilson, Board Member C. Glinski

**Aylmer Council:** Major J. Couckuyt, Deputy Mayor P. Barbour, Board Member A. Oslach, Board Member K. Desrosiers, Board Member J. Chapman, Board Member J. Rauhe, Board Member W. Barber

**Staff:** Aylmer Manager of Parks and Recreation S. Wray, Aylmer Director of Financial Services/Treasurer H. Sachs, Aylmer Chief Administrative Officer A. Grozelle, Aylmer Director of Legislative Services/Clerk O. Jaggard

**1. WELCOME - Chair - Mayor Couckuyt**

**CEREMONIAL ACTIVITY**

- (a) 2025 EECC Athletic Excellence Award Recipients

Co-Chairs Mayor Giguère and Mayor Couckuyt presented the 2025 EECC Athletic Excellence Awards.

**2. CONFIRMATION OF AGENDA**

- (a) Confirmation of Agenda

Resolution No. 50-25

Moved by Member Barbour and seconded by Member Wilson:

**That the Board adopts the Agenda for the meeting of November 26, 2025.**

The motion is Carried.

November 26, 2025

### 3. **DECLARATION OF PECUNIARY INTEREST**

- (a) EECC Board Member Deputy Mayor Widner declared a conflict with respect to item 6.2.1 respecting Class "D" Estimate - Leasehold Improvements Library as he has a family member employed by Spriet and Associates, declaring he would not participate in discussion of the item or attempt to influence the vote.

### 4. **DELEGATIONS AND ACTION ITEM**

#### Public Hearings - Staff Reports

Members of the public are invited to attend and participate. If you wish to provide input without attending, written comments can be submitted to the Town of Aylmer Clerk at [clerks@town.aylmer.on.ca](mailto:clerks@town.aylmer.on.ca) for inclusion in the agenda.

- (a) EECC Administrator - Staff Report EECC 19-25 - EECC Operational & Capital Budget 2026  
Director of Legislative Services/Clerk - Staff Report CLRK 18-25 - 2026 User Fees

No members of the public were in attendance or requested to participate.

#### Resolution No. 51-25

Moved by Member Chapman and seconded by Member Barber:

**That input received from members of the public regarding the 2026 Operational and Capital Budget and 2026 User Fees be received for information.**

The motion is Carried.

#### Resolution No. 52-25

Moved by Member Rauhe and seconded by Member Chapman:

**That Report EECC 19-25 entitled EECC Operational & Capital Budget 2026 be received for information; and,**

**That the EECC Board approve the proposed 2026 Operational Budget in the total amount of \$644,752 (\$322,376 per municipal partner); and,**

**That the EECC Board approve the roll forward of prior approved 2025 carry forward projects to 2026 at year end; and,**

**That the EECC Board approve the 2026 Capital budget in the total amount of \$1,177,467 (\$588,733.50 per municipal partner); and,**

**That the Board's approval be sent onto member municipalities for endorsement; and,**

November 26, 2025

**That the EECC Board give three readings to and approve By-Law 2025-01 Being a By-Law to establish Fees and Charges for the East Elgin Community Complex.**

The motion is Carried.

## **5. APPROVAL OF PREVIOUS MINUTES**

- (a) Minutes of the October 8, 2025 meeting of the East Elgin Community Complex Board.

Resolution No. 53-25

Moved by Member Oslach and seconded by Member Cerna:

**That the Board approves the minutes of the October 8, 2025 meeting of the East Elgin Community Complex Board.**

The motion is Carried.

## **6. ACTION ITEMS**

### **STAFF REPORTS**

- (a) Manager of Parks and Recreation - Report EECC 20-25 - RFT: HVAC RTU 12.5 to ~20 ton

Resolution No. 54-25

Moved by Member Glinski and seconded by Member Wilson:

**That Report EECC 20-25 entitled RFT: HVAC RTU 12.5 to ~20 ton be received for information; and,**

**That staff be directed to proceed with advertising a Request for Tender (RFT) for replacement of the 12.5 to ~20 ton HVAC RTU at the East Elgin Community Complex.**

The motion is Carried.

- (b) Manager of Parks and Recreation - Report EECC 21-25 - Tender Award - East Elgin Community Complex Supply and Installation of a Rotary Screw Compressor

Resolution No. 55-25

Moved by Member Rauhe and seconded by Member Barber:

**That Report EECC 21-25 entitled Tender Award - East Elgin Community Complex Supply and Installation of a Rotary Screw Compressor be received for information; and,**

**That the Board accept the low bid submitted by CIMCO Refrigeration, a division of Toromont Industries Ltd. in the amount of \$64,750**

November 26, 2025

**excluding HST supply and installation of a rotary screw compressor and in accordance with the tender documents; and,  
That the Board authorize the Mayor and Clerk of the Town of Aylmer to execute the documents.**

The motion is Carried.

- (c) Manager of Parks and Recreation - Report EECC 22-25 - Tender Award - Supply and Installation of Single Stage Infrared Tube Arena Heaters

Resolution No. 56-25

Moved by Member Oslach and seconded by Member Glinski:

**That Report EECC 22-25 entitled Tender Award - Supply and Installation of Single Stage Infrared Tube Arena Heaters be received for information; and,**

**That the Board accept the low bid submitted by CIMCO Refrigeration a Division of Toromont Industries Ltd. in the amount of \$42,908.00 excluding HST for the supply and installation of single stage infrared tube arena heaters in accordance with the tender documents; and,  
That the Board authorize the Mayor and Clerk of the Town of Aylmer to execute the documents.**

The motion is Carried.

- (d) Manager of Parks and Recreation - Report EECC 23-25 - Arcade Style Games Trial Extension and Procurement

Resolution No. 57-25

Moved by Member Rauhe and seconded by Member Barbour:

**That Report EECC 23-25 entitled Arcade Style Games Trial Extension and Procurement be received for information; and,**

**That the Board approve staff to execute an extension of the agreement with Vending Canada for the provision of arcade style games until May 30, 2026; and,**

**That the Board direct staff to advertise an EOI for a one-year term to begin June 1, 2026 for the provision of arcade style games with the option to renew one additional year.**

The motion is Carried.

**CORRESPONDENCE**

- (a) Chief Administrative Officer - Memo - Class "D" Estimate - Leasehold Improvements Library

Resolution No. 58-25

November 26, 2025

Moved by Co-Chair Mayor Giguère and seconded by Member Cerna:  
**That the memo regarding the Class "D" Estimate - Leasehold Improvements Library, and correspondence from the Township of Malahide be recieved for information.**

The motion is Carried.

7. **NOTICE OF MOTION**

8. **MOTIONS**

9. **INQUIRIES BY MEMBERS**

10. **CLOSED SESSION**

11. **NEXT MEETING AND ADJOURNMENT**

(a) Adjournment

Resolution No. -25

Moved by Member Cerna and seconded by Member Widner:  
**That the Board do now adjourn at 8:05p.m.**

The motion is Carried.

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Chair

---

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](http://www.aylmer.ca)

November 27, 2025

Town of Aylmer Council  
 Town of Malahide Council

Re: EECC 2026 Operating, Capital, and User Fee Approvals

**Dear Members of Council,**

At their meeting on November 26, 2025, the East Elgin Community Complex Board of Management passed the following resolution:

Resolution No. 38-25

Moved by Member Deputy Mayor Widner and seconded by Member Cerna:

**That Report EECC 19-25 entitled EECC Operational & Capital Budget 2026 be received for information; and,**

**That the EECC Board approve the proposed 2026 Operational Budget in the total amount of \$644,752 (\$322,376 per municipal partner); and,**

**That the EECC Board approve the roll forward of prior approved 2025 carry forward projects to 2026 at year end; and,**

**That the EECC Board approve the 2026 Capital budget in the total amount of \$1,177,467 (\$588,733.50 per municipal partner); and,**

**That the Board's approval be sent onto member municipalities for endorsement; and,**

**That the EECC Board give three readings to and approve By-Law 2025-02 Being a By-Law to establish Fees and Charges for the East Elgin Community Complex.**

Endorsement of this resolution from the Town of Aylmer Council and Town of Malahide Council is required for final approval. The following template resolution is offered:

Resolution No. \_\_\_\_\_-25

**THAT the Council of the \_\_\_\_\_ approve the 2026 EECC Operational Budget in the total amount of \$644,752 (\$322,376 per municipal partner); and**

**THAT the Council of the \_\_\_\_\_ approve the approve the EECC roll forward of prior approved 2025 carry forward projects to 2026 at year end;**  
**THAT the Council of the \_\_\_\_\_ approve the 2026 EECC Capital budget in the total amount of \$1,177,467 (\$588,733.50 per municipal partner); and**  
**THAT the Council of the \_\_\_\_\_ approve the 2026 EECC user fees.**

The EECC 2026 Operating, Capital, and User Fee documents are available on the [November 26, 2025 meeting agenda for the EECC Board](#).

Thank you,

Owen Jaggard, EECC Board Secretary  
 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](mailto:ojaggard@town.aylmer.on.ca) | [www.aylmer.ca](http://www.aylmer.ca)

CC: Andy Grozelle, EECC Administrator, Town of Aylmer Chief Administrative Officer

Municipality of West Elgin  
Municipality of Dutton-Dunwich  
Township of Southwold  
Municipality of Central Elgin  
Township of Malahide  
Municipality of Bayham

November 28, 2025

**Re: Request for Proposals – Administrative Support and Financial Management Services for the Elgin OPP Detachment Board**

Dear Member Municipalities,

As you are aware, recent direction from the Inspectorate of Policing has clarified that the financial management function of the Elgin OPP Detachment Board must be administered by one of the Board's member municipalities. Specifically, the municipality providing this service must utilize its own Canada Revenue Agency (CRA) number to issue payroll for Board members. Because the County of Elgin is not a member of the Elgin OPP contract, it is no longer able to provide this service on behalf of the Board.

Following the Board meeting on September 30, 2025, I wrote to each of your municipalities requesting proposals to assume the Board's financial management responsibilities. No proposals were received by the time of our November 19, 2025, meeting.

During that meeting, the Board considered feedback received from municipal representatives and administrative staff. It became clear that separating administrative support and financial management between different organizations would create unnecessary inefficiencies. These two functions are closely interdependent and are most effectively delivered together by a single provider.

For this reason, the Board has decided to combine both the administrative support services and the financial management responsibilities into one contract and to re-issue a revised request for proposals to member municipalities.

We are therefore inviting submissions from any interested member municipality willing to assume responsibility for both of these essential Board support functions.

Below is a non-exhaustive list of duties associated with the administration of the Board:

1. **Meeting Management:** Prepare agendas, coordinate attendance, arrange meeting logistics (in-person and virtual), ensure quorum, record and transcribe minutes, and post agendas/minutes online.
2. **Board Governance:** Liaise with the Chair, Board Members, and Municipal Liaisons to ensure adherence to terms of reference, procedures, policies, and legislation.

3. **Records Maintenance:** Create, update, and manage Board records, correspondence, policies, and member information.
4. **Administrative Support:** Conduct research, prepare reports, briefing memos, policies, correspondence, and assist with recruitment, onboarding, and related Board administration. Arrange for Conference attendance.
5. **Financial Management:** Develop annual budget, monitor Board expenditures, administer payroll for Board Members, look after accounts payable and receivable.
6. **Training and Communication:** Maintain knowledge of relevant legislation, communicate with councils, municipal staff, and the public, participate in required training, and represent the Board at meetings or conferences as needed.

Based on discussions with other Detachment Boards of similar size it is estimated that this work can require up to 20 hours per month, with a few more hours expected at the onset for onboarding and transition from the County's operations.

Proposals should include:

- A brief description of your municipality's capacity, interest, and experience in delivering these services for the Board.
- An estimate of yearly cost (approximate upper limit amount, based on estimated number of hours needed to perform the tasks listed above and the proposed hourly rate).

Please submit proposals no later than **January 16, 2026**, to both:

- Dave Jenkins, Chair, Elgin OPP Detachment Board ([dmjenkins95@gmail.com](mailto:dmjenkins95@gmail.com))
- Katherine Thompson, Manager of Administrative Services/Deputy Clerk, County of Elgin ([kthompson@elgin.ca](mailto:kthompson@elgin.ca))

I would like to thank you in advance for your willingness to consider submitting a proposal to provide administrative support and financial Management to the Elgin OPP Detachment Board. The Board plays an important role in our communities by providing local civilian oversight of the Ontario Provincial Police and serving as a liaison between residents and law enforcement to ensure accountability, transparency, and responsiveness. Your support in assuming these responsibilities is essential to maintaining the Board's effective operation, and we are grateful to any municipality prepared to step forward and assist in sustaining this important work.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dave Jenkins', with a large, stylized 'D' and 'J'.

Dave Jenkins

Chair, Elgin OPP Detachment Board  
dmjenkins95@gmail.com

November 19, 2025

**Re: KCCA Board Resolution Re: Bill 68 and ERO Posting 025-1257**

On October 31, 2025 the Ontario government announced plans to create a provincial board-governed agency, the Ontario Provincial Conservation Agency (OPCA), to provide leadership, governance and strategic direction to Conservation Authorities. On November 6, Bill 68 “Plan to Protect Ontario Act” was released including Schedule 3 which outlines changes to the *Conservation Authorities Act* to establish the OPCA. The Bill is currently in 3<sup>rd</sup> reading.

In addition, the Province is currently consulting on a proposal to consolidate 36 Conservation Authorities into 7 Regional CAs. The “Proposed Boundaries for Regional Consolidation of Ontario’s Conservation Authorities” (ERO #025-1257) is open for public consultation until December 22, 2025. Under this proposal Kettle Creek Conservation Authority (KCCA) would be consolidated into the Lake Erie Regional Conservation Authority together with seven other CAs and encompass 81 municipalities. The new governance structure is proposed to be effective following the municipal elections in 2026.

KCCA’s Board of Directors considered the formation of the OPCA and regional CAs at its November 19, 2025 meeting and passed the attached motion.

The KCCA Board of Directors strongly encourages our member municipalities and partners to carefully evaluate the province’s proposal. The CA network was built on local resources, local knowledge and local decisions.

Local watershed management decisions and resources need to stay in the hands of local decision-makers.

Stakeholders are encouraged to provide comments through the posting [ERO #25-1257 Proposed boundaries for regional consolidations of Ontario’ Conservation Authorities](#), well in advance of the closing date December 22, 2025.

Sincerely,



Todd Noble  
Chair, Kettle Creek Conservation Authority

Attached: KCCA Board Resolution, November 19, 2025

## RESOLUTION RE: Conservation Authority Consolidation

**Date:** November 19, 2025  
**Resolution:** FA112/2025  
**Moved by:** Sam Trosow  
**Seconded by:** Jim Herbert

WHEREAS the Ministry of the Environment, Conservation and Parks has posted Environmental Registry Notice No. 025-1257 (“Proposed Boundaries for the Regional Consolidation of Conservation Authorities”), proposing to reduce Ontario’s 36 conservation authorities to 7 regional entities as part of a broader restructuring that would create a new Ontario Provincial Conservation Agency to provide centralized oversight and direction under the *Conservation Authorities Act*; and

AND WHEREAS under this proposal, the Kettle Creek Conservation Authority (KCCA) would be merged into a new “Lake Erie Regional Conservation Authority” together with the: Essex Region, Lower Thames Valley CA, St. Clair Region CA, Upper Thames River CA, Catfish Creek CA, Long Point Region CA, and Grand River CA, forming a single organization stretching from Windsor, through London, Brantford and north of Waterloo region;

AND WHEREAS the Board acknowledges and supports the Province’s goals of improved efficiency, consistency and fiscal responsibility in conservation delivery, but find that the proposed “Lake Erie Region” configuration would create a geographically vast and administratively complex entity; dilute local accountability and municipal partnership; generate substantial transition costs, including human-resources integration, governance restructuring, IT migration and policy harmonization that would divert resources from the front-line service delivery making it hard for applicants to obtain timely local advice, resolve issues or expedite housing and infrastructure approvals that support the Province’s goals;

AND WHEREAS KCCA has always worked with its member municipalities, the province and partners to be fiscally responsible while ensuring the conservation, restoration, development and management of natural resources within the Kettle Creek watershed including modernizing its programs and services and aligning them with provincial guidance and neighbouring CAs and will continue to do so;

THEREFORE BE IT RESOLVED THAT KCCA Board of Directors does not support the proposed “Lake Erie Regional Conservation Authority” boundary configuration outlined in the Environment Registry Notice 02-1257; and the Board instead requests that the Ministry engage directly with affected municipalities and conservation authorities to evaluate a reduced geographic scope for consolidation that better reflects established relationships and enhances cost-efficient delivery of integrated watershed management, grassroots connections and local understanding;

AND FINALLY THAT this resolution, be forwarded to the Ministry of Environment Conservation Parks, local members of Provincial Parliament, Association of Municipalities of Ontario, Rural Ontario Municipalities Association, Federation of Canadian Municipalities, all municipalities and CAs within the proposed Lake Erie Regional Conservation Authority and Conservation Ontario.

**Carried**



# PROPOSED CONSERVATION AUTHORITIES TRANSFORMATION

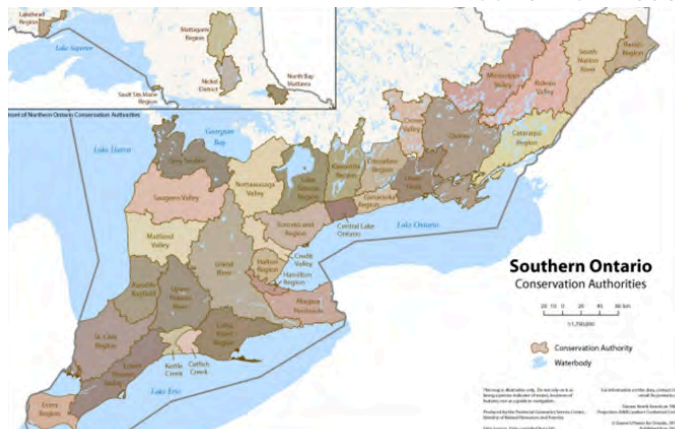
## OVERVIEW FOR MUNICIPALITIES

In 1946, the Ontario government passed the *Conservation Authorities Act*, which enabled municipalities to create watershed-based management agencies and assume responsibility for their governance and funding at the local level.

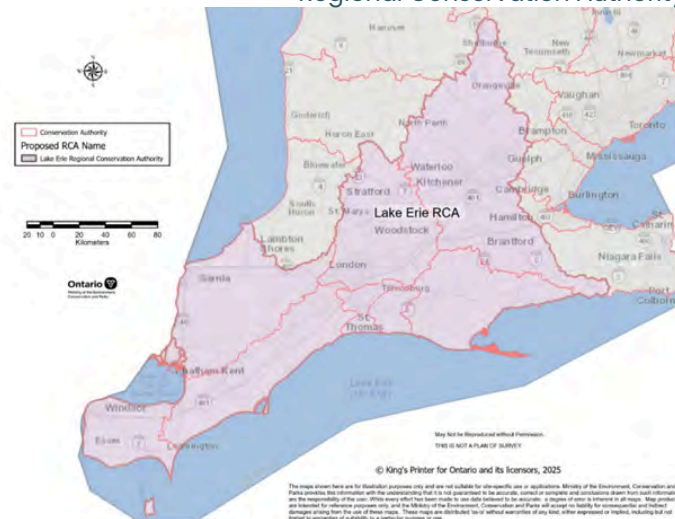
On November 6, 2025, Bill 68 "Plan to Protect Ontario Act" was released including Schedule 3 which outlines changes to the *Conservation Authorities Act* including the establishment of the Ontario Provincial Conservation Agency (OPCA) to provide leadership, governance and strategic direction to CAs. The Bill is currently in 3<sup>rd</sup> reading.

On November 7, a consultation period was initiated for an ERO posting that recommends the consolidation of 36 conservation authorities (CAs) to 7 regional CAs including the creation of the Lake Erie Regional Conservation Authority which would merge 8 CAs (Essex Region, Lower Thames Valley, St. Clair Region, Upper Thames, Kettle Creek, Catfish Creek, Long Point Region and Grand River), encompassing 81 municipalities across a wide geographic area.

Current CA Model



Proposed Lake Erie  
Regional Conservation Authority



## Your Voice Matters

The KCCA Board of Directors strongly encourages our member municipalities to carefully evaluate the province's proposal. The CA network was built on local resources, local knowledge and local decisions. Local watershed management decisions and resources need to stay in the hands of local decision-makers.

**ERO #025-1257 is open for public comment until December 22, 2025.**  
Submit your comments at [ero.ontario.ca/notice/025-1257](https://ero.ontario.ca/notice/025-1257)

# CONSIDERATIONS FOR MUNICIPALITIES

## Staffing

CAs were built on local relationships and face-to-face communications – locally based staff that live and work in the same watershed. “Boots on the ground” are necessary.

Rural conservation authorities, such as KCCA, operate with minimal administrative layers. Teams are smaller and multi-skilled, often taking on multiple roles within the organization. Consolidating and potentially centralizing offices could reduce responsiveness, delay decisions and weaken local expertise and connection to the community.

## Governance

Currently, KCCA is directed by a Board of 10 municipally elected (or appointed) officials representing the 7 member municipalities in the Kettle Creek watershed. Under the new proposal, 81 member municipalities will vie for a voice and representation on 1 regional conservation authority board. This does not provide autonomy to ensure decisions fulfill and protect local and municipal interests. Any new governance model should reflect the significant financial contributions municipalities make to CA budgets and ensure all municipalities have a say.

## Finances

Provincial contributions represent just 2% of KCCA’s budget while member municipalities contribute 37% and 50% of revenues are self-generated through user fees, fee for service contracts or fundraising.

The regional cost-sharing model could unintentionally create inequalities between urban and rural municipality’s ability to pay.



## Local Matters

Many CA programs are locally designed based on community relationships, watershed geography, and municipal priorities, such as tree planting services, stewardship grants and landowner extension services. Under a large regional CA, these programs may become standardized, reducing the availability of services tailored to local needs.

KCCA currently manages nine Conservation Areas, including two campgrounds and 24 kilometres of hiking trails that contribute to tourism, public health, recreation and economic development. Consolidation could shift decisions about maintenance, investment, and operations farther away from the community, limiting responsiveness and diminishing the local benefits these areas provide.

Municipal planners, developers and landowners rely on KCCA staff for timely review of planning and regulation matters. KCCA consistently processes permits within or exceeding provincial timelines. Moving to a regionalized model risks new bottlenecks, slowing approvals and reducing timely support for local planning and development.

## SUMMARY OF KEY MESSAGES FOR THE PROVINCE

- At a minimum, a reduction of the geographical area of the proposed consolidation should be considered.
- Maintain local offices and existing staffing levels.
- Governance models should continue to allow for local decision-making through local municipal representation.
- Continuation of all current KCCA program and services.

### Questions?

Reach out to Elizabeth VanHooren, General Manager,  
at [elizabeth@kettlecreekconservation.on.ca](mailto:elizabeth@kettlecreekconservation.on.ca) or 519-631-1270 x222

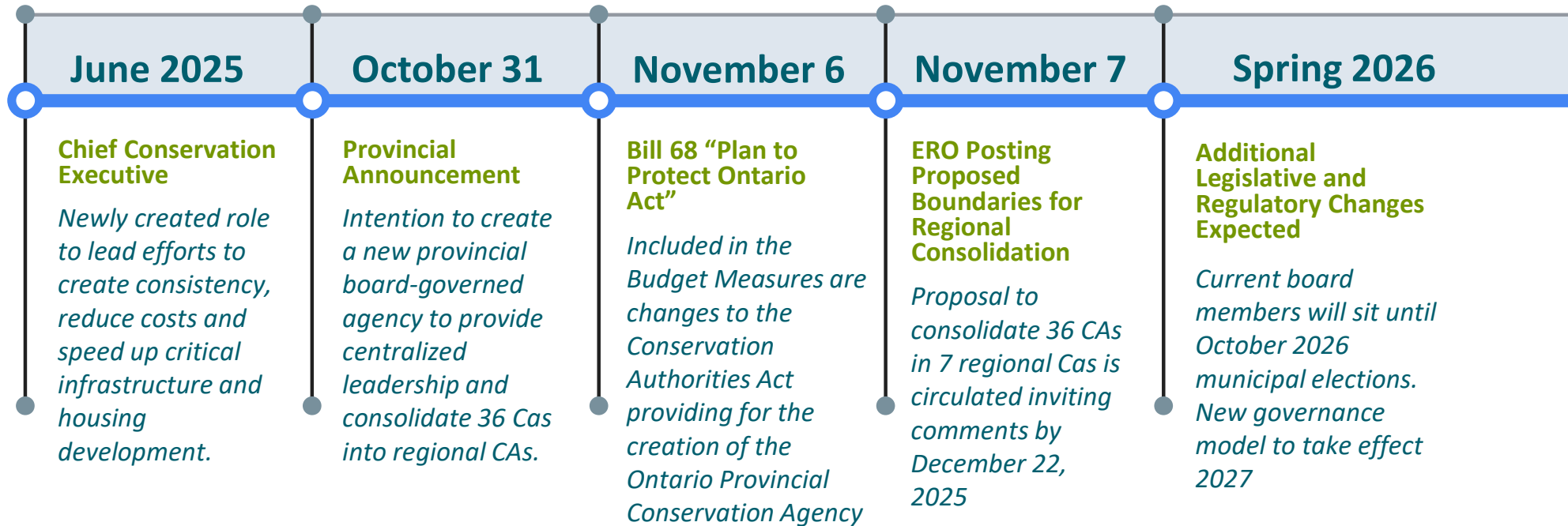


Kettle Creek  
Conservation Authority

# November Full Authority Meeting



# Provincial Announcement Timeline



## Why?

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“The current system of 36 separate conservation authorities is fragmented, with each conservation authority following different policies, standards, fees and levels of staffing and technical capabilities. This has led to unpredictable and inconsistent turnaround times for approvals across all conservation authorities, creating uncertainty and delays for builders, landowners and farmers seeking permits, and undermining conservation authorities’ ability to protect communities from floods and natural hazards.”

“ERO Posting #025-1257”



# Improving Ontario's Conservation Authorities



**PROTECT  
ONTARIO**

The provincial government is making improvements to Ontario's Conservation Authority system by:

1. Amending the CAA to create a provincial board-governed agency, the **Ontario Provincial Conservation Agency**, to provide province-wide coordination, shared digital and technical resources, and consistent practices that strengthen — not replace — the work of regional conservation authorities.
2. Consolidating the existing 36 CAs into regional watershed based CAs. The proposed boundaries would result in **7 regional CAs**.

# What's Changing/Not Changing

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## What these changes will mean:

- More resources for front-line services
- Improved flood management and erosion prevention
- Strong environmental protections maintained
- Faster permit approvals
- Modern service delivery
- Consistent standards and use of modern technology

## What's NOT changing:

- Governance model – regional CAs will continue to be independent, municipally-governed organizations. Member municipalities will continue to be represented on a board of directors for each Regional CA and will retain full governance responsibilities for Regional CAs.
- Where CAs operate – areas currently served by CAs will continue to be served by CAs
- The programs and services CAs provide, including the responsibility for source water protection, natural hazard and watershed management
- CA ownership and management of their lands and trails, providing access to green spaces, recreation and education programs
- Where and how CAs receive funding (e.g. municipal levy) including maintaining board approval of final Regional CA budgets.

## Ontario Provincial Conservation Agency: Objectives

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- Oversee the consolidation of CAs into 7 regional CAs
- Oversee CA governance and operations
- Promote consistent policies, standards and fees
- Evaluate financial performance
- Guide and evaluate strategic planning to align with provincial objectives
- Support development of standardized and centralized permitting system
- Lead development of digital strategies and shared services
- Support strategic investment including leveraging funding
- Advise the Government

## Ontario Provincial Conservation Agency: Governance

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- 5-12 members appointed by LGIC
  - Experience in public administration
  - Experience in CA programming
  - Can not be a Member of Parliament
  - May be further outlined in regulations
- Serve a term of up to 3 years to a maximum of 9
- Meet minimum of 4 times per year
- Can issue direction to CAs on KPIs, service standards, procurement, training of members and employee, budgeting, AMPs and strategic plans
- All direction must be approved first by Minister

# Ontario Provincial Conservation Agency

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## Staffing

- Secretary of Cabinet will appoint the 1st CEO
- Board will appoint subsequent CEOs and staff
- CEO is under the supervision of the Board

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## Funding

- Ministry may provide funding
- Can charge fees
- Can apportion costs to CAs

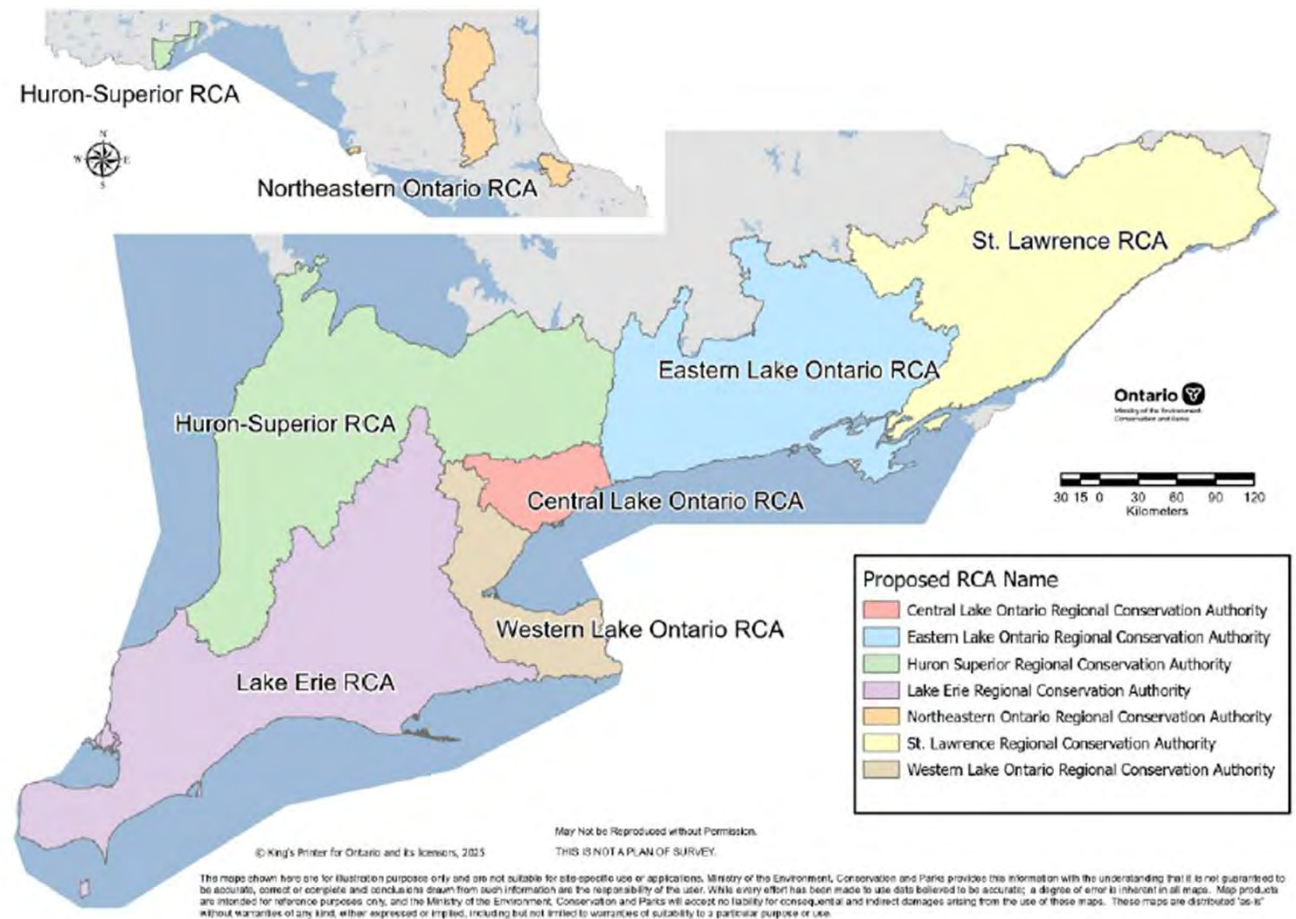
## Agency Oversight

- Will follow provincial Agencies and Appointments Directive including an annual letter of direction
- Every 3 years will provide a report on effectiveness, value for money
- Minister can issue mandatory directives to agency, require a review/audit of the agency
- Must provide Minister with copy of any CA directive 45 days prior to issuing



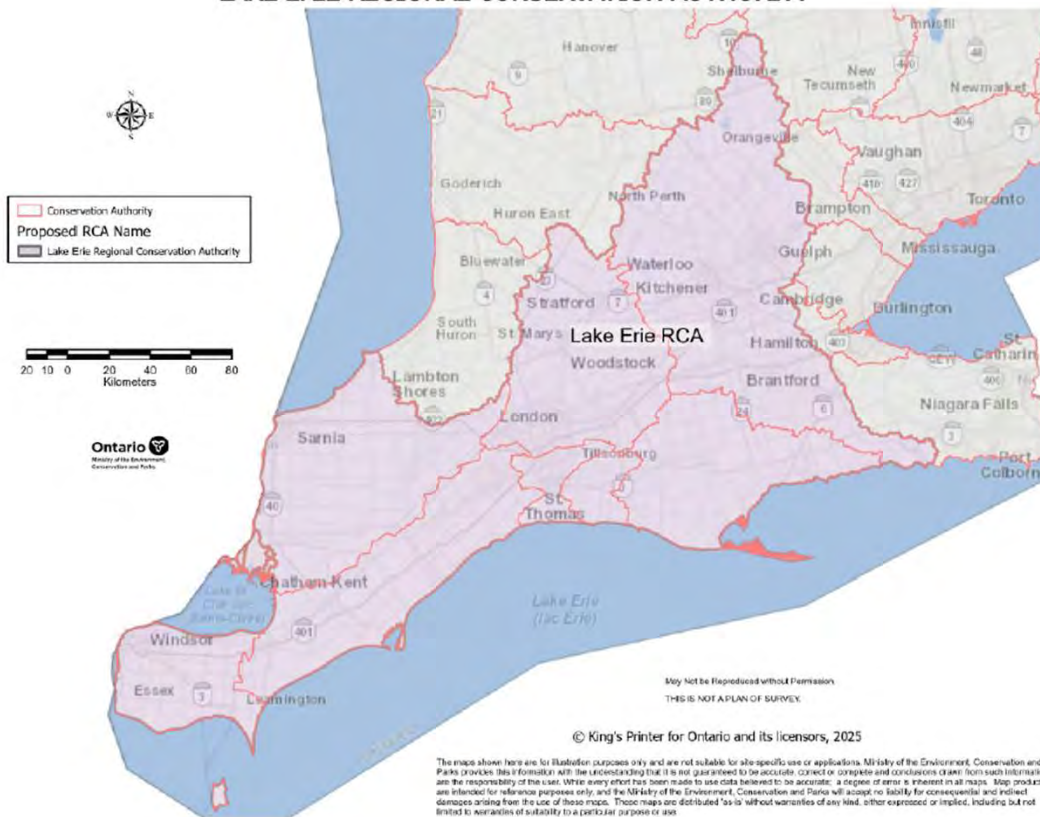
## Proposed 7 Regional Conservation Authorities (RCA)

- Regional watershed based
- Reducing overlap and administrative duties
- Balancing expertise across CAs and providing service continuity



# Map of Proposed Lake Erie Regional Conservation Authority

## LAKE ERIE REGIONAL CONSERVATION AUTHORITY



### Lake Erie Regional Conservation Authority

Current conservation authorities that would make up the proposed Lake Erie Regional Conservation Authority include:

- Essex Region CA
- Lower Thames Valley CA
- St. Clair Region CA
- Upper Thames River CA
- Kettle Creek CA
- Catfish Creek CA
- Long Point Region CA
- Grand River CA

Municipalities that would fall within the proposed Lake Erie Regional Conservation Authority include:

- City of Brantford
- City of Cambridge
- City of Guelph
- City of Hamilton
- City of Kitchener
- City of London
- City of Sarnia
- City of St. Thomas
- City of Stratford
- City of Waterloo
- City of Windsor
- City of Woodstock
- County of Brant
- Haldimand County
- Municipality of Bayham
- Municipality of Brooke-Alvinston
- Municipality of Central Elgin
- Municipality of Chatham-Kent
- Township of East Zorra-Tavistock
- Township of Enniskillen
- Township of Guelph/Eramosa
- Township of Lucan Biddulph
- Township of Malahide
- Township of Mapleton
- Township of Melancthon
- Township of North Dumfries
- Township of Norwich
- Municipality of Dutton/Dunwich
- Municipality of Huron East
- Municipality of Lambton Shores
- Municipality of Leamington
- Municipality of Middlesex Centre
- Municipality of North Perth
- Municipality of South Huron
- Municipality of Southwest Middlesex
- Municipality of Thames Centre
- Municipality of West Elgin
- Municipality of West Perth
- Norfolk County
- Town of Amherstburg
- Town of Aylmer
- Town of Erin
- Town of Essex
- Town of Grand Valley
- Town of Halton Hills
- Township of Pelee
- Township of Perth East
- Township of Perth South
- Township of Puslinch
- Township of Southgate
- Township of South-West Oxford
- Township of Southwold
- Township of St. Clair
- Township of Strathroy-Caradoc
- Town of Ingersoll
- Town of Kingsville
- Town of Lakeshore
- Town of Lasalle
- Town of Milton
- Town of Minto
- Town of Mono
- Town of Petrolia
- Town of Plympton-Wyoming
- Town of St. Marys
- Town of Tecumseh
- Town of Tillsonburg
- Township of Adelaide-Metcalfe
- Township of Amaranth
- Township of Blandford-Blenheim
- Township of Centre Wellington
- Township of Dawn-Euphemia
- Township of East Garafraxa
- Township of Warwick
- Township of Wellesley
- Township of Wellington North
- Township of Wilmot
- Township of Woolwich
- Township of Zorra
- Village of Newbury
- Village of Oil Springs
- Village of Point Edward

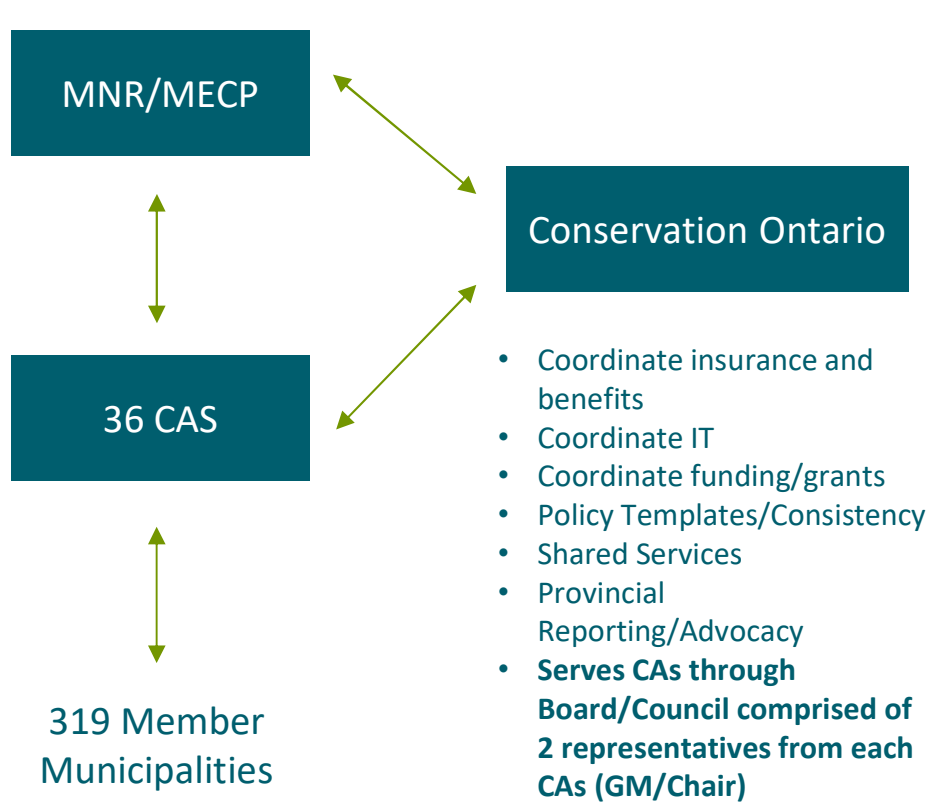
## Existing Versus Proposed

Measure	Current State	Proposed	% Change	<b>Ministry: Over 50% of municipalities share 2 or more CAs</b>
Number of CAs	36	7	-80.6%	
Municipalities with 1 CA	135	217	+60.7%	
Municipalities with $\geq 2$ CAs	130	48	-63.1%	
Municipalities with $\geq 3$ CAs	44	5	-88.6%	
Municipalities with $\geq 4$ CAs	9	1	-88.9%	
Municipalities with $\geq 5$ CAs	1	0	-100%	

## Existing Versus Proposed

Measure	Current State	Proposed	% Change	
Number of CAs	36	7	-80.6%	
Municipalities with 1 CA	135	217	+60.7%	<b>83% of municipalities share 2 or fewer CAs</b>
Municipalities with $\geq 2$ CAs	130	48	-63.1%	
Municipalities with $\geq 3$ CAs	44	5	-88.6%	
Municipalities with $\geq 4$ CAs	9	1	-88.9%	
Municipalities with $\geq 5$ CAs	1	0	-100%	

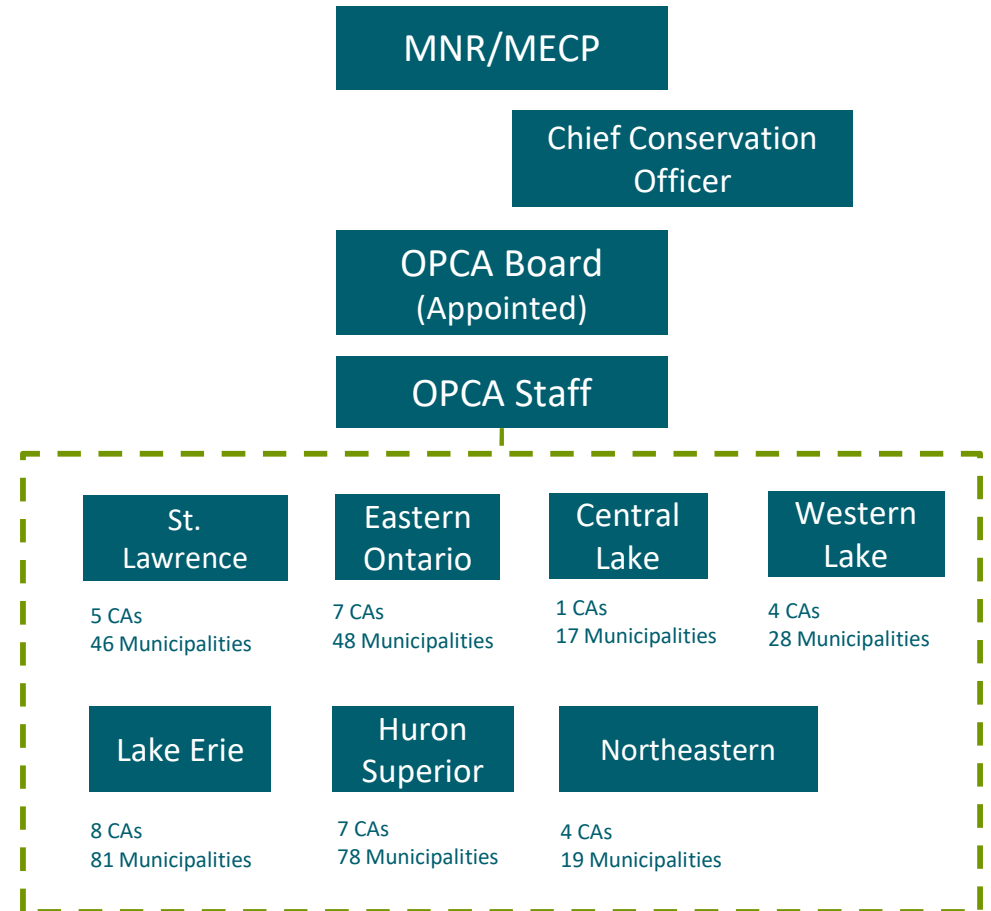
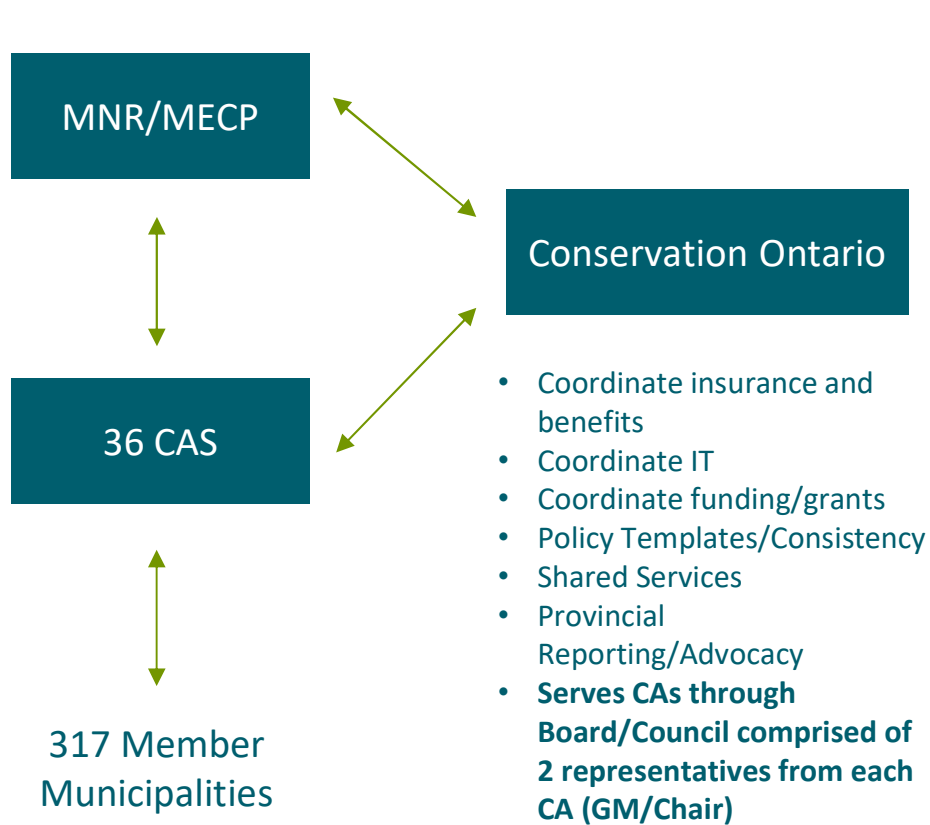
## Existing



## Existing

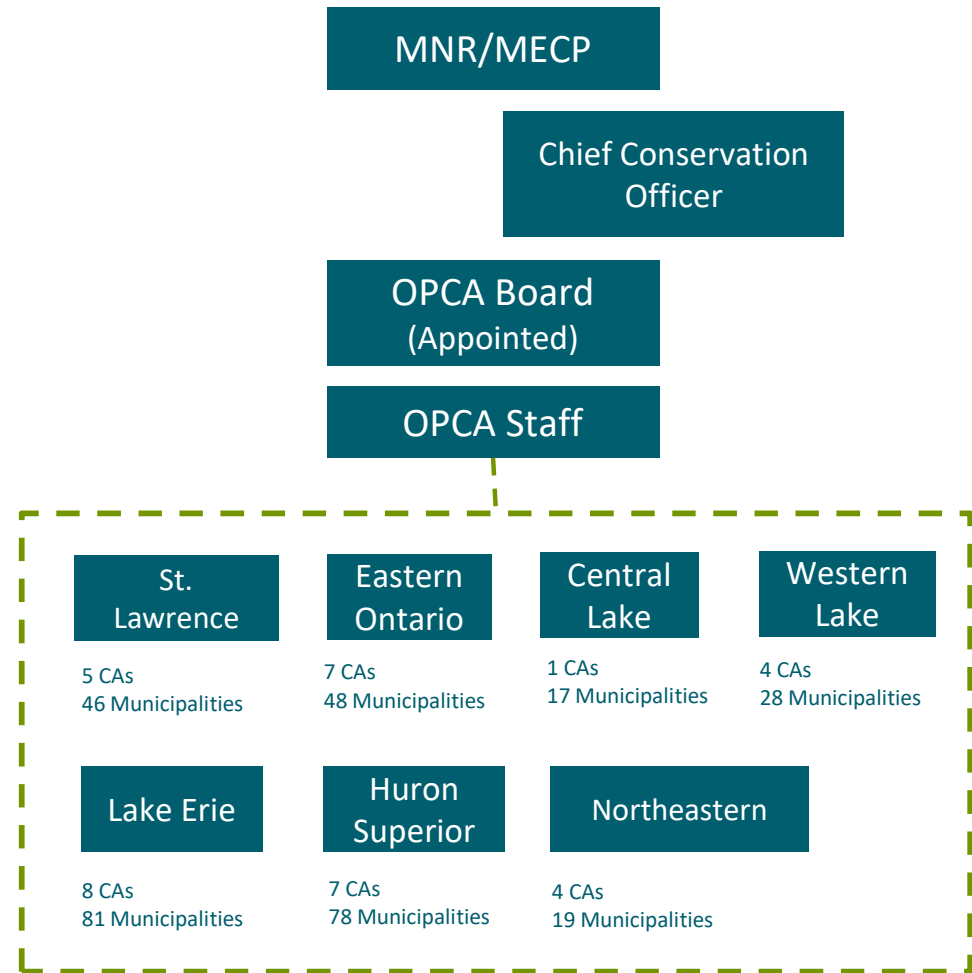
## Versus

## Proposed



## Funding

- OPCA provides oversight over CAs including municipal funded programs
- OPCA can apportion costs to Regional CAs
- Municipalities have no guaranteed representation on OPCA
- Unclear how representation will be established on Regional CAs



# Consultation

ERO Posting on Boundaries for Regional Consolidation closes December 22, 2025

Municipal and CA information Sessions on November 18, 2025

Regional Round Tables with CAs and municipalities planned but not announced

The screenshot shows the Ontario Environmental Registry of Ontario website. The header includes the Ontario logo and navigation links: Home, Search, Map, About, Register, Log in, and Français. The main heading is "Proposed boundaries for the regional consolidation of Ontario's conservation authorities". Below this, a table lists details about the proposal:

ERQ number	025-1257
Notice type	Policy
Act	Conservation Authorities Act, R.S.O. 1990
Posted by	Ministry of the Environment, Conservation and Parks
Notice stage	Proposal
Proposal posted	November 7, 2025
Comment period	November 7, 2025 - December 22, 2025 (45 days) <span>Open</span>
Last updated	November 7, 2025

## Discussion Questions

- What do you see as key factors to support a successful transition and outcome of regional conservation authority consolidation?
- What opportunities or benefits may come from a regional conservation authority framework?
- Do you have suggestions for how governance could be structured at the regional conservation authority level, including suggestions around board size, make-up and the municipal representative appointment process?
- Do you have suggestions on how to maintain a transparent and consultative budgeting process across member municipalities within a regional conservation authority?
- How can regional conservation authorities maintain and strengthen relationships with local communities and stakeholders?

## Consultation: CA/Municipal Information Sessions

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This is a “vision” with much left “TBD” through consultation.

Templates exist for this type of consolidation (i.e. Health Units, municipalities)

Expert guidance and access to consultants will be provided through OPCA

All local assets would become assets of new RCA

Province is not dictating this – RCA boards will be in control of transition, timeline and structure of new RCAs

Direction to CAs will commence as soon as Agency is established to ensure smooth transition

Agency will establish standards, KPIs that will be tied to provincial funding

# CA Record

- CA Act 1946 was enacted to allow municipalities within a shared watershed the ability to manage natural resources collaboratively
- Mandated to protect people and property from flooding, erosion, and other natural hazards
- Uniqueness of CAs is local buy-in, integrated watershed management, grassroots connections and local understanding
- A watershed is as much about the land as the community connections



## CA Record

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Recent amendments to the CA Act have already improved standardization and modernization and increased municipal control over budgets and programs and services

### O. Reg. 686/21

- October 2021
- Required CA to categorize programs and services into mandatory, municipally requested and deemed advisable by the CA

### O. Reg. 402/22

- April 2022
- Outlined new budget process
- Minister Fee Class Policy listed programs a CA could charge fees for and requires all Cas to have a written fee policy

### O. Reg. 41/24

- April 1, 2024
- One regulation for all CAs
- Introduced exemptions
- Mapping Requirements
- Smaller regulated area (i.e. wetlands)
- Appeal mechanisms

## Provincial Concern: Patchwork of Standards, Service Delivery

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**Province:** Each CA has different policies, customer service standards, fees, processes and staffing and technical capacity leading to unpredictable and inconsistent approvals leading to uncertainty and delays for builders, landowners, and farmers seeking permits.

### Current State

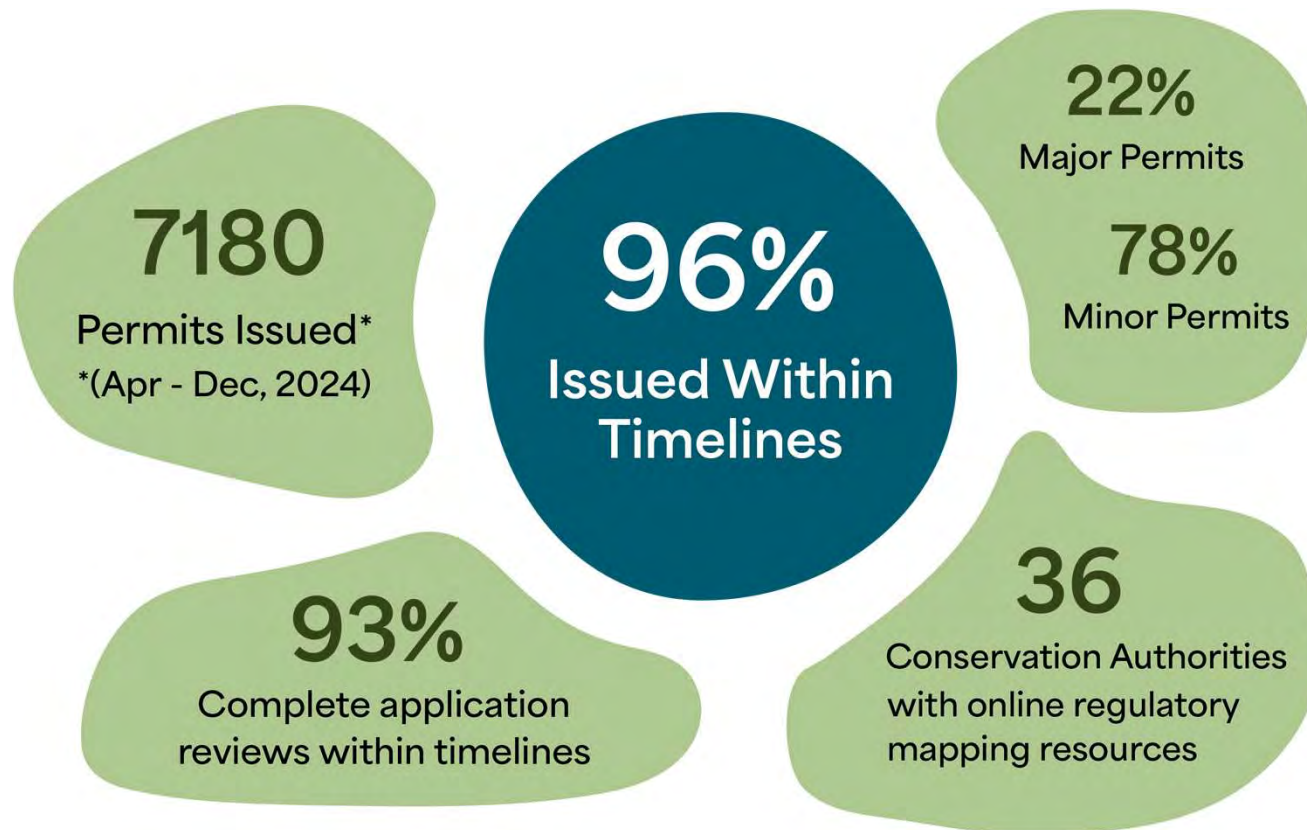
- In 2024 KCCA issued 100% of permits within provincially mandated timelines, average is 10 days following a complete application
- Policies are built on provincial templates but modified for unique local conditions (i.e. Two zone concept in Port Stanley)

### Future State

- Each CA regulates to a different flood standard (i.e Hurricane versus 100 year) – provincial guidance on a uniform standard and how to address climate change is welcome. This would provide consistency but still protect communities from hazards
- Provincial technical guides would provide consistency and direction

## Current Standard

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## Provincial Concern: Outdated and fragmented data systems

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**Province: Lack of resources has led to discrepancies in technology that CAs use that can compromise the effectiveness of evidence-based decision making.**

### Current State

- KCCA relies on open-source software for flood forecasting and mapping initiatives that is comparable to more expensive options
- Efficiencies are found in bulk purchasing initiatives and where possible shared resources
- Outsource when expertise is required
- Technological advancements can be limited by staffing and reliable high-speed connectivity
- E-permitting is not cost efficient based on current KCCA service levels

### Future State

- Development of a standardized and centralized system for processing Section 28 permits may be beneficial; however, day to day personal contact and site visits would still need to be maintained for effective local delivery
- Local offices are required for timely access

## Provincial Concern: Administrative Duplication

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**Province: Municipalities are forced to fund duplicate corporate functions taking resources away from the front-line.**

### Current State

- 83% of municipalities have 2 or less CAs
- CA staff play multiple roles to keep costs low
- CA boards are responsive for hearing and administrative reviews to help facilitate timelines

### Future State

- Lake Erie Region would have 81 municipalities – resulting in increased administrative costs to ensure local municipalities share the same connection to their local CA
- Consolidation would require expensive IT/HR migrations and governance restructuring diverting resources from the front-line

## Provincial Concern: Need for more accountability and transparency

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**Province: Lack of transparent asset management and inconsistent performance monitoring and reporting.**

### Current State

- All CAs were required to develop asset management plans as of December 31, 2024
- Provincial funding for assets is limited to \$5 million for the province while key water infrastructure continues to age
- CAs provide all requested performance monitoring and reporting in required budget communications and annual reports that are publicly available on web sites as per O. Reg

### Future State

- CAs are happy to provide any and all monitoring and reporting to funding partners

## Analysis

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- The majority of provincial concerns can be addressed without consolidating into 7 regions – willing to work with OPCA and the Ministry to implement.
- Most consolidations take on average 10 years to facilitate having regard for governance, finance, transparency and staffing.
- Standardized policies, technical guides and e-permitting services can cost effectively be implemented with provincial guidance in the existing CA framework.

## Analysis: Governance

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- Needs to be controlled locally by the member municipalities who currently fund over 30% of the CA programs and services including hazard management
- Governance model needs to reflect the significant municipal financial contributions and regional versus urban nature of the watersheds
- 81 member municipalities vying for a voice and representation at 1 regional board does not provide enough autonomy to ensure decisions fulfill and protect local interests

### Proposed Comment

- Preferred: Provide time for OPCA to provide provincial leadership on standardization and e-permitting. Leave current CA structure as is. Provide financial incentives for CAs to consolidate on their own based on local watershed needs and political environments
- Regional Perspective: Governance of proposed regional CAs needs to be carefully evaluated to ensure that representation matches the significant municipal contributions and analysis to ensure that rural municipalities have fair representation compared to their urban counterparts
- Local advisory boards and district staffing hubs are recommended
- Regionalization may have unintended consequence of creating more bureaucracy and decrease effective communication between CAs and municipalities, and CAs and local stakeholders

## Analysis: Financial

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- Municipalities currently fund over 30% of the CA programs and services including hazard management
- CAs leverage these funds – self generating 50% or more of revenues

### Proposed Comment

- Regional cost-sharing model could unintentionally create inequalities between urban and rural municipality's ability to pay
- With the increased oversight by the province through the OPCA conservation authorities may have decreased ability to leverage funds – many current funding opportunities that CAs currently access are not open to “Agencies, boards or commissions of provincial governments”
- Lack of local CA presence will erode local partnerships and ability to communicate with the local community
- What ability will regional CAs have to determine apportionment of costs from the OPCA? How will apportionment be determined?
- Financial reserves and funds generated locally should be directed back to the community/property in which they originated

## Analysis: Mandatory Programs

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- CAs are meeting or exceeding provincial timelines and reporting through annual reports on success in publicly available annual reports
- Heavily subsidized by municipalities and in some instances self-generated funds

### Proposed Comment

- In principle support desire to streamline approvals through consistent policies and e-permitting services
- Consolidation of CAs would actually slow down progress as resources directed to consolidation concerns and communication rather than front-line work
- Respectfully, current CA framework is not preventing this from happening
  - Need provincial technical guides
  - Need consistent flood standard
  - Need rural high-speed resources
  - Need adequate funding to implement

## Analysis: Category 2 and 3 programs

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- CAs negotiated agreements with member municipalities for locally-led programs and services that reflect municipal and watershed needs (i.e. tree planting, enhanced monitoring) re-affirming that municipalities rely upon and value CA programs and services
- KCCA annually onboards 35 seasonal staff from the local community

### Proposed Comment

- CAs were built on local relationships and face-to-face communications – locally based staff that live and work in the same watershed “boots on the ground” are necessary
- Donations of land, stewardship and employment opportunities are dependent on local connection
- Services are based on local infrastructure (coolers etc.)

## Analysis: Summary

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### What can not be lost in any proposed consolidation?

- Local offices and staffing
- Local decisions through local representation
- Continuation of all local programs and services
- A governance model that allows the local grassroots nature of the CA model envisioned in 1946 to continue



**Local watershed management decisions in the hands of local decision-makers.**



## CATFISH CREEK CONSERVATION AUTHORITY

8079 Springwater Road, RR# 5, Aylmer, Ontario N5H 2R4

PHONE: (519) 773-9037 • FAX: 519-765-1489

e-mail: [admin@catfishcreek.ca](mailto:admin@catfishcreek.ca) • [www.catfishcreek.ca](http://www.catfishcreek.ca)

November 13, 2025

Dear Members,

We are writing to provide an update regarding the recent provincial legislative initiatives under Bill 68, Plan to Protect Ontario Act (Budget Measures) 2025, and the potential implications for conservation authorities, including our own. One of the key measures included in this legislation is the province's initiative to consolidate conservation authorities into larger regional watershed-based entities. The goal of these changes is to enhance efficiency, reduce administrative duplication, and align conservation services and program delivery with natural watershed boundaries.

We recognize that any consolidation or restructuring of conservation authorities can raise important questions and concerns for our member municipalities. Potential impacts may include:

**Governance and representation:** Board structures and municipal representation could be modified to reflect watershed-based groupings.

**Service delivery:** Standardization of programs, permitting processes, and fees may affect local service priorities and the way residents and developers interact with the authority.

**Financial considerations:** Levy collection and funding models may be adjusted to align with regional frameworks, which could impact municipal contributions and budgeting.

**Operational transitions:** Staff, administrative systems, and program delivery methods may be realigned to support the consolidated structure.

While all of this is evolving, conservation authorities are committed to ensuring that any transition is transparent, collaborative, and considers the unique needs of each of our member municipalities. We are actively monitoring provincial directives, engaging with other conservation authorities, and assessing the potential operational, financial, and governance implications of consolidation. We aim to advocate for a model that preserves local knowledge and responsiveness while meeting the province's objectives of efficiency and watershed-based planning.

Our commitment remains steadfast, to protect and manage our watersheds, deliver essential natural hazard and environmental programs, and serve the needs of our communities. We believe that by working collaboratively with our member municipalities, we can assist the province to navigate any potential consolidation in a way that strengthens watershed management while maintaining strong local engagement and municipal input.

Thank you for your continued partnership and support.

Sincerely,



Morgaine Griffin  
Chairperson  
Catfish Creek Conservation Authority



Dusty Underhill  
General Manager/ Secretary Treasurer  
Catfish Creek Conservation Authority

*Mission Statement: "To communicate and deliver resource management services and programs  
In order to achieve social and ecological harmony for the watershed"*





## CATFISH CREEK CONSERVATION AUTHORITY

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### Re: Resolution (Bill 68 and ERO Posting 025-1257)

On October 31, 2025, the Ministry of Environment, Conservation and Parks (MECP) released a media statement titled “Ontario Creating New Conservation Authority Agency to Improve Service Delivery and Protect Communities,” announcing the Province’s intention to establish a new, board-governed Ontario Provincial Conservation Agency “[Ontario Creating New Conservation Authority Agency to Improve Service Delivery and Protect Communities | Ontario Newsroom](#)”. This new agency is expected to provide leadership, governance, and strategic oversight to all Conservation Authorities (CAs) across Ontario. The announcement was made without prior consultation with Conservation Authorities—including the Catfish Creek Conservation Authority (CCCA)—or with the watershed experts, municipal partners, and staff who possess decades of local, on-the-ground knowledge. For a watershed the size of Catfish Creek, which relies heavily on close local partnerships, this absence of engagement raises significant concerns about transparency and informed decision-making.

Shortly after this announcement, on November 6, 2025, the government introduced Bill 68, Plan to Protect Ontario Act (Budget Measures), 2025 (No. 2) “[Bill 68, Plan to Protect Ontario Act \(Budget Measures\), 2025 \(No. 2\) - Legislative Assembly of Ontario](#)”. The bill passed First Reading and is expected to move quickly through the Legislature, with enactment anticipated in early December 2025. Schedule 3 of Bill 68 proposes amendments to the Conservation Authorities Act to formally create the Ontario Provincial Conservation Agency, outlining its objects, governance structure, and funding model. For a smaller watershed authority like CCCA, these proposed changes represent substantial structural and operational shifts, the impacts of which have not yet been fully articulated by the Province.

On November 7, 2025, the MECP posted Environmental Registry of Ontario (ERO) posting #025-1257, Proposed boundaries for the regional consolidation of Ontario’s Conservation Authorities, with a public commenting period running to December 22, 2025 “[Proposed boundaries for the regional consolidation of Ontario’s conservation authorities | Environmental Registry of Ontario](#)”. This proposal reduces Ontario’s 36 Conservation Authorities to seven large regional entities. As a watershed-based agency, CCCA’s jurisdiction is defined by ecological and hydrological boundaries rather than municipal borders. The proposed regional map places Catfish Creek into an extremely large regional authority where watershed conditions, community needs, development pressures, and local priorities differ substantially from those of neighbouring watersheds. The geographic scale of this proposed region surpasses what is practical for meaningful representation of Catfish Creek’s specific watershed characteristics.

The consolidation proposal carries potentially significant implications for municipalities, residents, and partner organizations within the Catfish Creek watershed. No evidence-based analysis has been provided by the Province to justify the transition to such large regional entities, nor has a detailed rationale been offered for establishing a separate provincial oversight agency to replace functions historically carried out by a Ministry. The dissolution of 36 Conservation Authorities—including Catfish Creek—and the creation of shared provincial systems for finance, HR, IT, and administration would create substantial costs and added layers of complexity. Instead of streamlining service delivery, this approach may fragment existing networks and delay local decision-making.

The absence of meaningful consultation is especially concerning. If the Province intends to proceed transparently, then all existing Conservation Authorities, including Catfish Creek—should be fully engaged before legislation advances to Second and Third readings. At present, consultation is limited to the boundary-setting ERO posting. This leaves numerous critical questions unanswered. These include the funding model for the proposed Ontario Provincial Conservation Agency; the governance model for the new regional CAs and whether Catfish Creek’s municipalities will have adequate local representation; the feasibility of merging diverse watershed policies into a “one-size-fits-all” framework; and the risks associated with centralizing programs that are currently tailored to local watershed conditions, needs, and funding capacities.

Significant human-resource and organizational concerns also remain unresolved, including how staff redeployment will occur across large geographic distances; how charitable foundations that support individual conservation authorities will be affected; how dissolution may impact foundations’ status under the Income Tax Act; and how locally owned assets—such as conservation areas, infrastructure, and other capital holdings—will be transferred or managed under a regional model. For Catfish Creek, which manages a unique suite of natural areas and infrastructure on behalf of its partner municipalities, these uncertainties pose real operational risks.

Under the proposed regional structure, Catfish Creek would join an amalgamated entity encompassing numerous municipalities—far too many for any one watershed to maintain meaningful influence. This stands in contrast to CCCA’s current governance model, which ensures strong local representation and accountability to its participating municipalities. The proposed system risks creating an unwieldy regional board disconnected from the day-to-day realities of the Catfish Creek watershed, and it may dilute the ability of local municipal councils and residents to shape watershed priorities.

As the Province advances its consolidation plan, Catfish Creek Conservation Authority encourages the government to commit to full and meaningful consultation with municipalities regarding both the funding of the new Agency and the establishment of new regional conservation authorities. CCCA emphasizes the need to preserve a strong local voice accountable to watershed residents; maintain local expertise capable of delivering programming rooted in local conditions; retain accessible local offices;

provide clarity regarding the future of charitable foundations; and transparently disclose the anticipated costs of amalgamation. These measures are essential to safeguarding the long-standing, community-based watershed management model that has served the Catfish Creek region effectively for decades.

Attached to this correspondence is a resolution passed by the CCCA Board of Directors at a meeting held November 27, 2025.

Sincerely,



Morgaine Griffin  
Chairperson  
Catfish Creek Conservation Authority



Dusty Underhill  
General Manager/ Secretary Treasurer  
Catfish Creek Conservation Authority

**Attached:** CCCA Recommendation Resolution

**CC:** The Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks  
Rob Flack, MPP (Elgin, Middlesex, London); Ernie Hardeman MPP (Oxford);  
Local Municipal Councils  
Chief Todd Cornelius, Oneida Nation  
Association of Municipalities of Ontario  
Conservation Ontario  
Conservation Authorities in Ontario  
Local environmental groups and other stakeholders

**Moved By: Paul Buchner**

**Seconded By: Arthur Oslach**

**WHEREAS** the Ministry of the Environment, Conservation and Parks has posted Environmental Registry Notice No. 025-1257 (“Proposed Boundaries for the Regional Consolidation of Ontario’s Conservation Authorities”), proposing to reduce Ontario’s 36 conservation authorities to 7 regional entities as part of a broader restructuring that would create a new Ontario Provincial Conservation Agency to provide centralized oversight and direction under the *Conservation Authorities Act*; and

**WHEREAS** under this proposal, the Catfish Creek Conservation Authority (CCCA) would be merged into a new “Lake Erie Regional Conservation Authority” together with the:

- Lower Thames Valley CA
- St. Clair Region CA
- Upper Thames River CA
- Kettle Creek CA
- Essex Region CA
- Long Point Region CA
- Grand River CA

forming a single organization stretching from Windsor, Essex County and Pelee Island, through north of Waterloo region; and

**WHEREAS** the Board acknowledges and supports the Province’s goals of improved efficiency, consistency and fiscal prudence in conservation delivery, but finds that the proposed “Lake Erie Region” configuration would:

1. Create a geographically vast and administratively complex entity, joining northern, rural and fast-growing southern municipalities throughout the province with little shared watershed connection or economic alignment;
2. Dilute local accountability and municipal partnership, contrary to the principle that decisions are best made closest to the communities they affect;

3. Generate substantial transition costs, including human-resources integration, governance restructuring, IT migration and policy harmonization, that would divert resources from front-line service delivery and delay measurable outcomes, contrary to the Province's own business-planning principles of value for money, cost containment and service continuity; and,
4. Risk greater uncertainty and delay for builders, developers and farmers, as local permitting offices and staff familiar with site conditions are replaced by distant regional structures, making it harder for applicants to obtain timely local advice, resolve issues or expedite housing and infrastructure approvals that support the Province's "Get It Done" agenda; and

**WHEREAS** the CCCA has already undertaken significant modernization work aligned with provincial objectives, including:

- implementation of a digital permitting and inspection system that has reduced turnaround times;
- improvements in transparency and client communication;
- data and network systems, including security and redundancy
- numerous internal reviews to identify opportunities for cost savings and efficiencies
- conversion of redundant support and non-mandatory positions to front-line mandatory service positions
- demonstrating that meaningful modernization can occur within the current watershed-based governance framework; and

**WHEREAS** the Board further recognizes that the Catfish Creek Conservation Authority serves Southwestern Ontario communities facing vastly different climatic, hydrological and infrastructure realities, which would be ill-served by a larger overarching administrative structure extending over 300 kilometers to townships north of the Kitchener-Waterloo Guelph area;

**THEREFORE BE IT RESOLVED THAT:**

The Board of Directors does not support the proposed "Lake Erie Regional Conservation Authority" boundary configuration outlined in Environmental Registry Notice 025-1257; and

The Board instead endorses further provincial evaluation of a more focused specific model as a geographically coherent, cost-effective and locally accountable alternative

that advances the government's priorities of efficiency, red-tape reduction and timely housing delivery; and

The Board requests that the Ministry engage directly with affected municipalities and conservation authorities across Southwestern Ontario most specifically, the municipalities within the Catfish Creek administrative area before finalizing any consolidation boundaries or legislative amendments; and

That this resolution, with a letter from the Chair, be forwarded to the Environmental Registry of Ontario consultations and to:

the Minister of the Environment, Conservation and Parks and his Opposition critics;

- local Members of Provincial Parliament;
- local Municipal Councils
- the Association of Municipalities of Ontario and Conservation Ontario;
- local First Nations
- local environmental groups and other stakeholders, and
- all Conservation Authorities in Ontario

**CARRIED**

*Mission Statement: "To communicate and deliver resource management services and programs  
In order to achieve social and ecological harmony for the watershed"*



**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

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

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

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



234-2025-4982

November 25, 2025

Dear Head of Council:

Through the *Protect Ontario by Building Faster and Smarter Act, 2025* ([Bill 17](#)), which received Royal Assent on June 5, 2025, changes were made to the *Planning Act* that will help streamline and standardize municipal development processes.

This includes changes that enable the Minister of Municipal Affairs and Housing, by regulation, to permit variation from a zoning by-law “as of right” if a proposal is within a prescribed percentage of the required setback (the minimum distance a building or structure must be from a property line) on specified lands. This new authority was intended to reduce planning applications for minor variances.

Today, our government announced further action to streamline planning approvals by exercising my authority established under Bill 17 to amend Ontario Regulation 545/06 ([Zoning By-laws, Holding By-laws and Interim Control By-laws](#)) to allow variations to be permitted “as-of-right” if a proposal is within 10% of setback requirements applicable to specified lands. Specified lands include any parcel of urban residential lands outside of the Greenbelt Area, and exclude areas such as hazardous lands, and lands near shorelines and railways. These changes in [Ontario Regulation 257/25](#) were filed on November 21, 2025 and took effect upon filing.


Any variances sought beyond the prescribed percentage of the setback requirement would be subject to the usual minor variance or rezoning approval process and other zoning standards (e.g., height limits, etc.) would continue to apply, helping to mitigate potential land use compatibility issues.

This “as-of-right” permission is intended to remove the need for certain variances that are the most minor in nature, resulting in fewer applications submitted and fewer hearings for minor variances before a municipal committee of adjustment for these proposals.

The proposed regulation works with the [Additional Residential Units regulation](#) (Ontario Regulation 299/19) to help create additional residential units, such as basement suites, by eliminating additional barriers related to setbacks.

We look forward to continued collaboration with our municipal partners as we work together to achieve our goal of building the homes that Ontarians need.

Sincerely,



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

- c. Robert Dodd, Chief of Staff, Municipal Affairs and Housing (MMAH)  
Martha Greenberg, Deputy Minister, MMAH  
David McLean, Assistant Deputy Minister, Housing Planning and Policy Division,  
MMAH  
Municipal Chief Administrative Officer

November 19, 2025

**Nathan Dias**

Chief Administrative Officer/Clerk  
Township of Malahide  
87 John St. South  
Aylmer, ON N5H 2C3

Dear Nathan Dias:

**Subject: 2026 Municipal Apportionment and Budget**

On October 31, 2025 the Ontario government announced plans to create a provincial board-governed agency, the Ontario Provincial Conservation Agency (OPCA), to provide leadership, governance and strategic direction to Conservation Authorities. On November 6, Bill 68 “Plan to Protect Ontario Act” was released including Schedule 3 which outlines changes to the *Conservation Authorities Act* to establish the OPCA. The Bill is expected to be passed in November.

Moreover, the Province is currently consulting on a proposal to consolidate 36 Conservation Authorities into 7 Regional CAs. The “Proposed Boundaries for Regional Consolidation of Ontario’s Conservation Authorities” (ERO #025-1257) is open for public consultation until December 22, 2025. Under this proposal Kettle Creek Conservation Authority (KCCA) would be consolidated into the Lake Erie Regional Conservation Authority together with seven other CAs and encompass 81 municipalities. The new governance structure is proposed to be effective following the municipal elections in 2026.

KCCA’s Board of Directors, in consultation with our member municipalities, will review the details of the province’s proposal to establish regional CAs and provide thoughtful, evidence-based feedback. Our focus will be to ensure that under any new framework, we can continue to deliver the same responsive, locally informed programs and services that our watershed communities depend on.

In the meantime, CAs are continuing to operate as usual including developing 2026 Budgets in accordance with Ontario Regulation 402/22 as outlined below:

- Phase 1: Categorizing Revenue and Expenses and amounts of municipal apportionment
- Phase 2: Board approval of Draft Budget for Consultation  
(Approved on November 19, 2025 for distribution to member municipalities and posted on KCCA’s website)
- Phase 3: Board approval of 2025 Municipal Apportionment  
(Weighted Vote scheduled for January 21, 2026)
- Phase 4: Board approval of 2026 Budget  
(Weighted Vote as per Administrative By-Law at KCCA’s Annual General Meeting scheduled for February 25, 2026)

On November 19, 2025 KCCA's Board of Directors approved the attached Draft 2026 Budget and Municipal Apportionment for consultation. Before determining the apportionment of costs to its member municipalities, KCCA considered the following cost saving measures:

- 40% of staff wages supported using self-generated funding (i.e. campground revenue, grant applications etc.)
- Increasing revenue opportunities by introducing rental cabins at Lake Whittaker Conservation Area and 14 new serviced campsites at Dalewood Conservation Area
- Strategic use of reserves to offset operational costs including mandatory updates to floodplain mapping
- Open-source software adoption saving over \$10,000 annually

Overall, the 2026 draft budget ensures that KCCA is meeting or exceeding provincial standards and community expectations within available means.

**The 2026 municipal apportionment increase for the Township of Malahide over 2025 is \$286.76.**

Please refer to the attached package for details of the increase and apportionment of costs between the three categories of programs: Category 1 Mandatory; Category 2 Municipally Requested; Category 3 Deemed Advisable by the KCCA Board of Directors.

Notice is hereby given that the Municipal Apportionment of Costs will be approved by a weighted vote at KCCA's January 21, 2026 meeting. The final 2026 Budget will be approved, also by weighted vote, at the February 25, 2026 Annual General Meeting. Both meetings will be held in person at KCCA's Administration Centre beginning at 10:00 a.m. and streamed live at [www.facebook.com/KettleCreekCA/](https://www.facebook.com/KettleCreekCA/)

Council is encouraged to communicate their questions to their KCCA Board representative.

These are uncertain times and we appreciate the support of our member municipalities as we work through this period of transition. Questions on any matter are also welcomed by KCCA's General Manager/Secretary-Treasurer Elizabeth VanHooren at 519-631-1270 ext. 222

Sincerely,



Todd Noble  
Chair, Kettle Creek Conservation Authority

Kettle Creek Conservation Authority

# 2026 Budget

Draft | November 2025



**Kettle Creek**  
Conservation Authority

[www.kettlecreekconservation.on.ca](http://www.kettlecreekconservation.on.ca)

# 2026 Budget Overview

Kettle Creek Conservation Authority (KCCA) works in partnership with seven member municipalities (London, St. Thomas, Central Elgin, Southwold, Malahide, Thames Centre and Middlesex Centre) to deliver watershed-based programs that protect people and property from flooding and other natural hazards. KCCA also provides programs and services that focus on land conservation, outdoor recreation, education, environmental monitoring and community stewardship.

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## Our Programs in Action

- Review ~100 Planning Act Applications for matters related to natural hazards and issues ~64 permits ensuring compliance with Ontario Regulation 41/24.
- Maintain and update publicly accessible floodplain mapping via an interactive web platform.
- Operate a comprehensive flood-forecasting and warning program that analyzes information from 3 stream gauges and 4 weather stations and issues ~20 flood messages per year.
- Monitor 7 groundwater monitoring wells and 4 surfaces water locations as part of provincial monitoring networks.
- Plant ~50,000 seedlings and large stock trees annually throughout the watershed.
- Manage 9 conservation areas, including 24 kilometres of hiking trails, for public recreation.
- Operate 2 campgrounds employing 35 seasonal staff and generating revenue that is reinvested in core programs and services.



# Budget Development

KCCA is committed to delivering programs efficiently and responsibly – meeting or exceeding provincial standards and community expectations. KCCA carefully evaluates all opportunities to reduce costs, increase operational efficiencies and maximize self-generated revenue. KCCA maintains a lean full-time staff compliment of 14 with many employees performing multiple roles ensuring limited funds are used effectively.

The approved 2024-2027 Strategic Work Plan and Budget ensures KCCA’s programs and services are delivered within available means and do not overburden municipal partners.

## Cost Saving Measures:

- 40% of staff wages are supported using self-generated funding (i.e. campground revenue, grant applications etc.).
- A portion of campground revenue is invested in capital asset management renewal and program delivery.
- Strategic use of reserves to offset operational costs.
- Floodplain mapping updates completed using a mix of reserves and Provincial/Federal funding – a \$174,880 investment over five years.
- Open-source software adoption saves over \$10,000 annually.

## 2026 Municipal Apportionment

For 2026, the proposed municipal apportionment increase is 4%, or a \$50,768 increase, over 2025 levels and apportioned to municipalities based on the current assessment value. Each year, the province provides updated assessment values for each member municipality based on the previous year’s growth. Municipal apportionment values are provided on page 5.

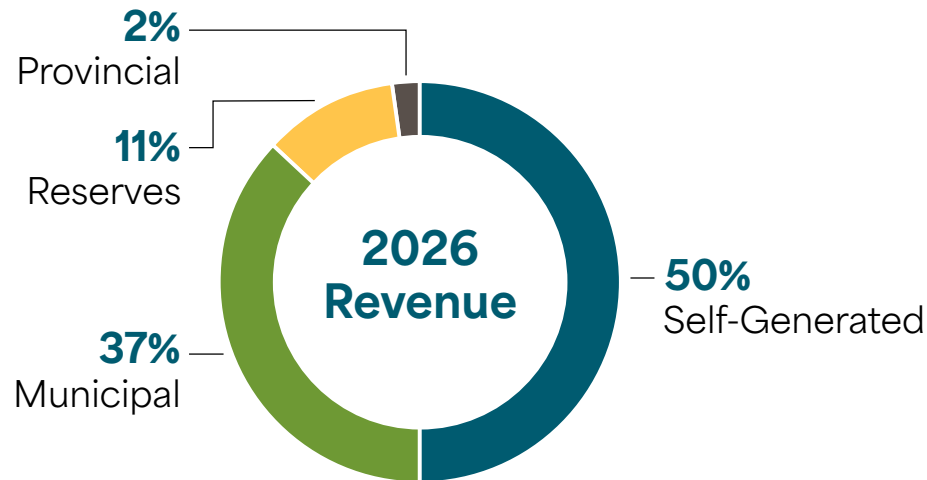
## Budget Approval Timeline



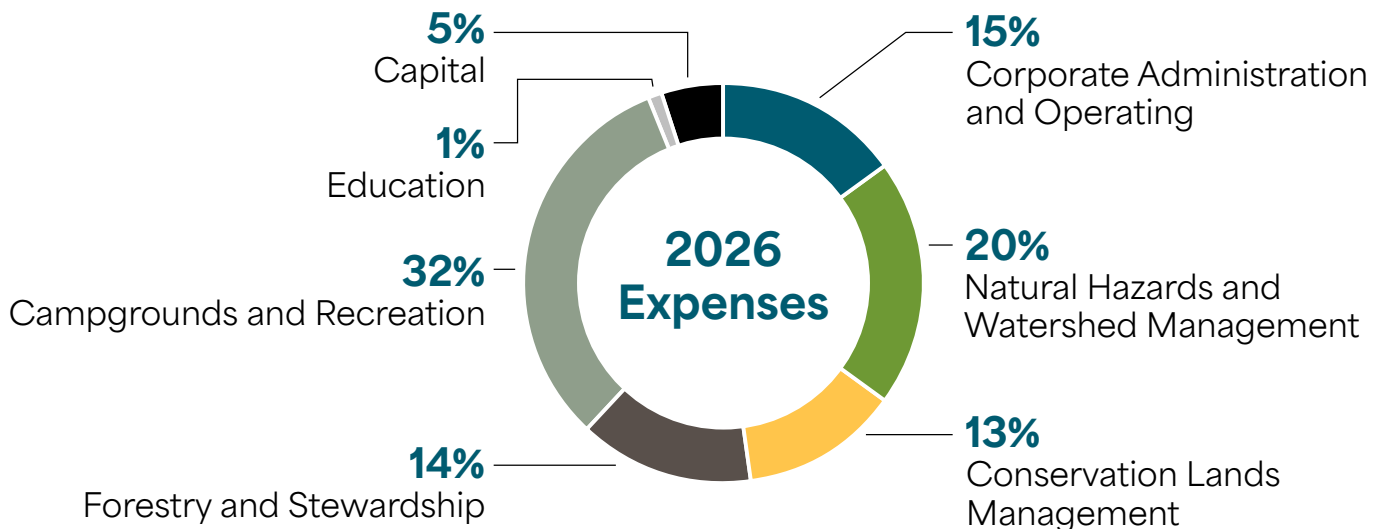
*Draft Budget documents can be viewed at:*

[www.kettlecreekconservation.on.ca/financial-overview/](http://www.kettlecreekconservation.on.ca/financial-overview/)

## 2026 Revenue and Expenses Overview



KCCA is proactive in generating funding through a variety of programs and partnerships to lessen the financial burden on its municipal partners. The 2026 budget funding sources remain consistent with previous years, with 50% of revenues self-generated through programs such as campground operations, user fees, and external contracts. Municipal apportionment accounts for 37% of the budget, while reserves and provincial contributions make up the remaining 13%. This diversified funding approach ensures KCCA can continue delivering high-quality services without over-reliance on any single source.



KCCA's 2026 expenditures reflect the organization's focus on delivering mandated Category 1 programs – Natural Hazards and Watershed Management and Conservation Lands while maintaining efficient corporate operations. One third of KCCA's expenses support campground and outdoor recreation operations however those programs are fully supported by self-generated revenue and generate revenue to offset other programs and services.

# Programs and Services Revenue and Expenses Overview

	Programs and Services	Total Expenditures	Municipal Apportionment			Self-Generated Revenue	Provincial Transfer Payment	Reserve Operating	Capital	Total Revenue
			Category 1	Category 2	Category 3					
Category 1/2	General Operating <sup>1</sup>	519,293.00	371,116.00	-	-	137,676.00	10,501.00	-	102,000.00	621,293.00
	Plan Review and Permitting	145,431.00	80,078.00	-	-	17,500.00	1,853.00	46,000.00	-	145,431.00
	Flood Forecasting	252,698.00	216,871.00	-	-	-	35,827.00	-	-	252,698.00
	Dam Operations	127,845.00	114,256.00	-	-	-	13,589.00	-	-	127,845.00
	Monitoring/ Source Protection	151,967.00	128,690.00	-	-	10,000.00	-	13,277.00	-	151,967.00
	Conservation Lands Management <sup>2</sup>	449,630.00	253,957.00	83,009.00	-	46,707.00	-	65,957.00	-	449,630.00
	<b>Total Category</b>	<b>1,646,864.00</b>	<b>1,164,968.00</b>	<b>83,009.00</b>	<b>-</b>	<b>211,883.00</b>	<b>61,770.00</b>	<b>125,234.00</b>	<b>102,000.00</b>	<b>1,748,864.00</b>
Category 3	Tree Planting <sup>3</sup>	326,994.00	-	-	138,176.00	155,994.00	-	32,824.00	-	326,994.00
	Stewardship Services	151,637.00	-	-	-	127,637.00	-	24,000.00	-	151,637.00
	Education/ Outreach	45,269.00	-	-	-	45,269.00	-	-	-	45,269.00
	Campgrounds	1,147,265.00	-	-	-	1,147,265.00	-	-	90,000.00	1,237,265.00
	Enhanced Monitoring	16,818.00	-	-	16,818.00	-	-	-	-	16,818.00
	<b>Total Category</b>	<b>1,687,983.00</b>	<b>-</b>	<b>-</b>	<b>154,994.00</b>	<b>1,476,165.00</b>	<b>-</b>	<b>56,824.00</b>	<b>90,000.00</b>	<b>1,777,983.00</b>
	<b>Total Budget<sup>4</sup></b>	<b>\$3,334,847.00</b>	<b>\$1,164,968.00</b>	<b>\$83,009.00</b>	<b>\$154,994.00</b>	<b>\$1,688,048.00</b>	<b>\$61,770.00</b>	<b>\$182,058.00</b>	<b>\$192,000.00</b>	<b>\$3,526,847.00</b>

Note 1. General Operating costs include administrative expenses related to the Office of the General Manager, communications, finance, payroll, human resources, administration office and other administrative expenses to support Category 1 programs and services.

Note 2. Category 2 funding for Conservation Lands Management includes the Kettle Creek Dog Park Agreement and the Elgin County Tree Commissioner available on KCCA's website.

Note 3. Category 3 apportionment for tree planting and enhanced monitoring are subject to the Cost Apportioning Agreements available on KCCA's website.

Note 4. This summary includes proposed capital purchases of \$192,000. Capital purchases will be amortized in accordance with KCCA's Asset Management Plan.

# Municipal Cost Apportionment

Municipality	Modified Current Value Assessment (MVCA)	% Municipality in Watershed	MVCA in Watershed	Apportionment %	Category 1 Apportionment	Category 3 Apportionment	Special Levy*	Proposed Total 2026 Apportionment	Total 2025 Apportionment	Difference 2025/2026
Central Elgin	2,154,653,059.50	60%	1,292,791,835.70	7.73%	83,840.48	9,885.16	11,778.11	105,503.75	101,051.54	4,452.21
Middlesex Centre	3,970,466,437.95	7%	277,932,650.66	1.66%	18,024.56	2,125.18	1,152.04	21,301.78	20,431.12	870.66
London	61,171,530,492.25	15%	9,175,729,573.84	54.87%	595,066.85	102,013.48	1,152.04	698,232.37	672,776.63	25,455.74
Thames Centre	2,723,249,865.40	8%	217,859,989.23	1.30%	14,128.71	1,665.84	1,144.46	16,939.01	16,544.04	394.97
Malahide	1,340,609,605.90	8%	107,248,768.47	0.64%	6,955.33	820.06	1,144.46	8,919.85	8,633.09	286.76
Southwold	1,381,709,001.40	78%	1,077,733,021.09	6.45%	69,893.43	8,240.74	8,564.52	86,698.69	82,557.81	4,140.88
St. Thomas	4,763,160,640.60	96%	4,572,634,214.98	27.35%	296,545.69	34,964.04	50,856.58	382,366.31	367,199.76	15,166.54
<b>Total Budget</b>	<b>\$77,505,379,103.00</b>		<b>\$16,721,930,053.97</b>	<b>100%</b>	<b>\$1,084,455.04</b>	<b>\$159,714.50</b>	<b>\$75,792.22</b>	<b>\$1,319,961.76</b>	<b>\$1,269,194.00</b>	<b>\$50,767.76</b>

\*Footnote: Levy partially supports the costs of operating the provincially mandated responsibilities of municipal plan input and review. The Province moved to greatly reduce grants in 1995. The levy is calculated based on past, existing and anticipated program activity. The municipality has the option of recovering the apportionment through application fees.

# Statement of Operations

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	1,035,259.00	1,035,258.00	1,119,164.75	1,164,968.00
Municipal Apportionment - Category 3	145,930.00	145,930.00	150,029.25	154,994.00
Municipal Category 2 Agreements	76,048.07	82,748.00	80,454.00	83,009.00
Provincial Transfer Payment (MNR)	61,770.00	61,770.00	61,770.00	61,770.00
User Fees and Sales - Lake Whittaker	565,096.45	536,003.00	571,050.00	602,015.00
User Fees and Sales - Dalewood	516,499.41	479,320.00	518,050.00	535,250.00
User Fees and Sales - Other	100,681.51	89,862.00	64,316.00	63,733.00
Other Revenue and Grants	806,700.65	466,555.00	407,141.00	487,050.00
Transfer from Reserve (Capital)	-	336,000.00	284,100.00	192,000.00
Transfer from Reserve (Operating)	21,131.01	128,260.00	237,356.00	182,058.00
<b>Total Revenue</b>	<b>\$3,329,116.10</b>	<b>\$3,361,706.00</b>	<b>\$3,493,431.00</b>	<b>\$3,526,847.00</b>

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
General Operating	582,872.25	413,281.00	459,496.00	473,388.00
Plan Review and Permitting	134,304.87	95,626.00	139,922.00	145,431.00
Flood Forecasting	243,498.73	252,183.00	297,099.00	252,698.00
Dam Operations	123,981.08	144,981.00	157,057.00	121,470.00
Monitoring/Source Protection	123,417.67	131,363.00	138,873.00	144,723.00
Enhanced Monitoring	17,740.36	21,000.00	21,783.00	22,424.00
Conservation Lands Management	341,445.02	350,159.00	364,211.00	417,512.00
Tree Planting	256,099.49	260,239.00	285,047.00	326,994.00
Stewardship Services	225,122.52	125,076.00	130,069.00	151,637.00
Education/Outreach	118,716.57	130,740.00	43,672.00	45,269.00
Campgrounds	1,004,864.30	944,003.00	1,006,313.00	1,054,931.00
Amortization	157,053.24	157,055.00	165,789.00	178,370.00
<b>Total Expenditures</b>	<b>\$3,329,116.10</b>	<b>\$3,025,706.00</b>	<b>\$3,209,331.00</b>	<b>\$3,334,847.00</b>
Surplus (Deficit)	-	336,000.00	284,100.00	192,000.00

## General Operating Expenses

### Program Overview

Corporate Governance and Office of the General Manager; Finance; General Corporate Services; Human Resources; Accounting & Procurement; Health & Safety; and Legal.

### At a Glance

KCCA employs 14 FTE staff members, each expensed to various program areas and onboards on average 35 seasonal staff from May - September. An increase in staff compensation of \$96,605 is attributed to applying a 2.75% increase to the salary bands keeping pace to minimum wage and benefit increases. Costs are controlled by relying on open-source software and outsourcing professional services for IT and accounting as required. Capital upgrades include the replacement of one vehicle (\$70,000), computer upgrades (\$8,000) and upgrades to the Administration Building (\$15,000) funded through capital reserves.

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	320,990.54	320,990.00	355,436.00	371,116.00
Municipal Apportionment - Category 2	-	-	-	-
Municipal Apportionment - Category 3	-	-	-	-
Provincial Transfer Payment	10,501.00	10,501.00	10,501.00	10,501.00
User Fees and Sales	-	1,000.00	1,000.00	1,000.00
Other Revenues and Grants	299,804.84	120,562.00	133,422.00	136,676.00
Operating (Reserves)	-	-	-	-
Capital (Reserves)	-	83,000.00	95,000.00	102,000.00
<b>Total Revenue</b>	<b>\$631,296.38</b>	<b>\$536,053.00</b>	<b>\$595,359.00</b>	<b>\$621,293.00</b>

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Staffing and Board Expenses	216,974.54	238,017.00	276,156.00	282,493.00
Operating Expenses	- 528,114.26	175,264.00	183,340.00	190,895.00
Amortization	39,771.60	39,772.00	40,863.00	45,905.00
Transfer to Reserves	894,011.97	-	-	-
<b>Total Expenditures</b>	<b>\$622,643.85</b>	<b>\$453,053.00</b>	<b>\$500,359.00</b>	<b>\$519,293.00</b>
Surplus (Deficit)	8,652.53	83,000.00	95,000.00	102,000.00



## Plan Review and Permitting

### Program Overview

Land Use Plan Review; Municipal Plan Input; Ontario Regulation 41/24; Technical Studies; Drainage Act Proposal Review

### At a Glance

KCCA annually reviews approximately 100 planning applications and issues 64 permits under Ontario Regulation 41/24. All permits were issued within legislated timelines meeting or exceeding client service standards in the province. KCCA continues to improve service delivery by maintaining updated regulation mapping available publicly on a web-based platform. In 2026, a comprehensive review of Policies and Procedures will be undertaken to ensure compliance with Ontario Regulation 41/24 and consistency with neighbouring CAs. Operating reserves will be used as required to engage qualified professionals to provide technical guidance and undertake public consultation.

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	72,273.08	72,273.00	80,353.00	80,078.00
Municipal Apportionment - Category 2	-	-	-	-
Municipal Apportionment - Category 3	-	-	-	-
Provincial Transfer Payment	1,853.00	1,853.00	1,853.00	1,853.00
User Fees and Sales	60,178.79	17,500.00	18,716.00	17,500.00
Other Revenues and Grants	-	-	-	-
Operating (Reserves)	-	4,000.00	39,000.00	46,000.00
Capital (Reserves)	-	-	-	-
<b>Total Revenue</b>	<b>\$134,304.87</b>	<b>\$95,626.00</b>	<b>\$139,922.00</b>	<b>\$145,431.00</b>

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Staffing and Board Expenses	65,179.55	75,172.00	82,017.00	80,035.00
Operating Expenses	25,947.28	20,454.00	57,905.00	65,396.00
Amortization	-	-	-	-
Transfer to Reserves	43,178.04	-	-	-
<b>Total Expenditures</b>	<b>\$134,304.87</b>	<b>\$95,626.00</b>	<b>\$139,922.00</b>	<b>\$145,431.00</b>
Surplus (Deficit)	-	-	-	-

# Flood Forecasting

## Program Overview

Flood Forecasting and Monitoring; Flood Messaging; Floodplain Mapping

## At a Glance

Status quo program delivery includes the operation and analysis of 3 stream gauges, 4 weather stations and issuing on average 20 flood messages per year. Over the past five years, KCCA has invested over \$178,880 in floodplain mapping updates using a mix of reserves and Provincial and Federal funding. Work will continue to update floodplain mapping, maximizing funding opportunities as they become available.

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	195,296.02	195,296.00	211,272.00	216,871.00
Municipal Apportionment - Category 2	-	-	-	-
Municipal Apportionment - Category 3	-	-	-	-
Provincial Transfer Payment	35,827.00	35,827.00	35,827.00	35,827.00
User Fees and Sales	-	-	-	-
Other Revenues and Grants	11,806.18	10,530.00	-	-
Operating (Reserves)	-	10,530.00	50,000.00	-
Capital (Reserves)	-	-	-	-
<b>Total Revenue</b>	<b>\$242,929.20</b>	<b>\$252,183.00</b>	<b>\$297,099.00</b>	<b>\$252,698.00</b>

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Staffing and Board Expenses	162,708.65	172,385.00	186,892.00	192,889.00
Operating Expenses	80,790.08	79,798.00	110,207.00	59,809.00
Amortization	-	-	-	-
Transfer to Reserves	-	-	-	-
<b>Total Expenditures</b>	<b>\$243,498.73</b>	<b>\$252,183.00</b>	<b>\$297,099.00</b>	<b>\$252,698.00</b>
Surplus (Deficit)	- 569.53	-	-	-



## Dam Operations

### Program Overview

Dam Maintenance and Operation

### At a Glance

KCCA owns and manages the dams at Dalewood and Union Conservation Areas. An estimated \$8,500 is required annually for the maintenance and monitoring of Dalewood Dam until major repairs can be completed. Staff continue to pursue funding support for dam repairs and maintenance through the provincial Water Erosion Control and Infrastructure Program, a 50% cost share program.

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	103,767.08	103,767.00	109,843.00	114,256.00
Municipal Apportionment - Category 2	-	-	-	-
Municipal Apportionment - Category 3	-	-	-	-
Provincial Transfer Payment	13,589.00	13,589.00	13,589.00	13,589.00
User Fees and Sales	-	-	-	-
Other Revenues and Grants	13,000.00	17,000.00	-	-
Operating (Reserves)	-	17,000.00	40,000.00	-
Capital (Reserves)	-	-	-	-
<b>Total Revenue</b>	<b>\$130,356.08</b>	<b>\$151,356.00</b>	<b>\$163,432.00</b>	<b>\$127,845.00</b>

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Staffing and Board Expenses	62,636.88	66,882.00	71,037.00	74,231.00
Operating Expenses	43,365.69	78,099.00	86,020.00	47,239.00
Amortization	6,375.00	6,375.00	6,375.00	6,375.00
Transfer to Reserves	17,978.51	-	-	-
<b>Total Expenditures</b>	<b>\$130,356.08</b>	<b>\$151,356.00</b>	<b>\$163,432.00</b>	<b>\$127,845.00</b>
Surplus (Deficit)	-	-	-	-

## Monitoring and Source Protection

### Program Overview

Category 1: Provincial Water Quality Monitoring; Low Water Response; and Source Water Protection

Category 3: Watershed-wide Environmental Monitoring; and Watershed Report Card

### At a Glance

KCCA tracks key indicators of watershed health such as surface and groundwater quality. Lab fees have steadily increased over the last 5 years. A 4.51% increase is expected in 2026 which staff are working to control through continuous review and negotiation with service providers. Costs are also maintained by pursuing fee for service opportunities with agencies such as Fisheries and Oceans Canada for municipal drain classification.

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	114,891.78	114,429.00	122,897.75	128,690.00
Municipal Apportionment - Category 2	-	-	-	-
Municipal Apportionment - Category 3	16,337.25	16,800.00	16,337.25	16,818.00
Provincial Transfer Payment	-	-	-	-
User Fees and Sales	-	-	-	-
Other Revenues and Grants	12,006.78	13,000.00	11,250.00	10,000.00
Operating (Reserves)	-	9,793.00	11,830.00	13,277.00
Capital (Reserves)	-	-	-	-
<b>Total Revenue</b>	<b>\$143,235.81</b>	<b>\$154,022.00</b>	<b>\$162,315.00</b>	<b>\$168,785.00</b>

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Staffing and Board Expenses	105,496.25	112,138.00	119,167.00	124,160.00
Operating Expenses	35,661.78	40,225.00	41,489.00	42,987.00
Amortization	1,658.76	1,659.00	1,659.00	1,638.00
Transfer to Reserves	-	-	-	-
<b>Total Expenditures</b>	<b>\$142,816.79</b>	<b>\$154,022.00</b>	<b>\$162,315.00</b>	<b>\$168,785.00</b>
Surplus (Deficit)	419.02	-	-	-



# Conservation Lands

## Program Overview

Property and Conservation Areas Maintenance; Woodlot and Invasive Species Management; Enforcement and Compliance; Elgin County Tree Commissioner; and Land Acquisition

## At a Glance

KCCA currently owns or maintains 1,434 acres of land in the Kettle Creek watershed across 9 Conservation Areas and manages 24 kilometres of natural surface hiking trails providing a range of passive recreational opportunities to the public. All KCCA eligible properties participate in the Managed Forest Tax Incentive Program (MFTIP) and the Conservation Land Tax Incentive Program (CLTIP). Every 10 years, a comprehensive review of the properties must be undertaken to maintain status and a reduced tax rate. In 2026, \$15,000 of reserve funds will be used to undertake the review.

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	228,503.14	228,503.00	239,363.00	253,957.00
Municipal Apportionment - Category 2	76,048.07	82,748.00	80,454.00	83,009.00
Municipal Apportionment - Category 3	-	-	-	-
Provincial Transfer Payment	-	-	-	-
User Fees and Sales	4,647.80	5,956.00	5,500.00	5,500.00
Other Revenues and Grants	45,672.31	34,001.00	35,999.00	41,207.00
Operating (Reserves)	-	20,880.00	27,000.00	65,957.00
Capital (Reserves)	-	5,000.00	5,000.00	-
Total Revenue	\$354,871.32	\$377,088.00	\$393,316.00	\$449,630.00

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Staffing and Board Expenses	253,318.13	267,001.00	272,880.00	303,479.00
Operating Expenses	88,126.89	83,158.00	91,331.00	114,033.00
Amortization	21,928.32	21,929.00	24,105.00	32,118.00
Transfer to Reserves	-	-	-	-
Total Expenditures	\$363,373.34	\$372,088.00	\$388,316.00	\$449,630.00
Surplus (Deficit)	- 8,502.02	5,000.00	5,000.00	-

# Tree Planting

## Program Overview

Landowner Outreach; Tree Planting; Site Preparation and Tending; Over the Counter Sales; Community Events

## At a Glance

KCCA plants on average 50,000 tree per year in the watershed and in recent years has been supporting the City of St. Thomas and the Province with compensation planting projects. To help keep municipal apportionment of the program low, an increase of less than \$5,000 in 2026, KCCA pursues fees for service contracts, recoups costs from landowners and actively pursues funding opportunities.

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	-	-	-	-
Municipal Apportionment - Category 2	-	-	-	-
Municipal Apportionment - Category 3	129,130.11	129,130.00	133,692.00	138,176.00
Provincial Transfer Payment	-	-	-	-
User Fees and Sales	35,854.92	16,406.00	14,500.00	14,500.00
Other Revenues and Grants	72,950.91	75,613.00	91,329.00	141,494.00
Operating (Reserves)	18,163.55	39,090.00	45,526.00	32,824.00
Capital (Reserves)	-	-	-	-
<b>Total Revenue</b>	<b>\$256,099.49</b>	<b>\$260,239.00</b>	<b>\$285,047.00</b>	<b>\$326,994.00</b>

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Staffing and Board Expenses	143,877.06	152,886.00	168,027.00	186,273.00
Operating Expenses	112,222.43	107,353.00	117,020.00	140,721.00
Amortization	-	-	-	-
Transfer to Reserves	-	-	-	-
<b>Total Expenditures</b>	<b>\$256,099.49</b>	<b>\$260,239.00</b>	<b>\$285,047.00</b>	<b>\$326,994.00</b>
Surplus (Deficit)	-	-	-	-

## Stewardship Services

### Program Overview

Landowner Outreach; BMP Project Implementation; Elgin Clean Water Program Administration; Grant Writing and Fundraising; Outreach Programs and Events

### At a Glance

KCCA leads the Elgin Clean Water Program and Kettle Creek Clean Water Initiative providing funding to landowners for stewardship projects like wetland creation, erosion control and tallgrass prairie establishment. KCCA also leads the Kettle Creek Environmental Youth Corps. The program is completely led using self-generated funds. Projects are scaled to available funding.

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	-	-	-	-
Municipal Apportionment - Category 2	-	-	-	-
Municipal Apportionment - Category 3	-	-	-	-
Provincial Transfer Payment	-	-	-	-
User Fees and Sales	-	-	-	-
Other Revenues and Grants	225,122.52	101,076.00	106,069.00	127,637.00
Operating (Reserves)	-	24,000.00	24,000.00	24,000.00
Capital (Reserves)	-	-	-	-
<b>Total Revenue</b>	<b>\$225,122.52</b>	<b>\$125,076.00</b>	<b>\$130,069.00</b>	<b>\$151,637.00</b>

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Staffing and Board Expenses	27,374.74	27,516.00	30,126.00	32,122.00
Operating Expenses	197,747.78	97,560.00	99,943.00	119,515.00
Amortization	-	-	-	-
Transfer to Reserves	-	-	-	-
<b>Total Expenditures</b>	<b>\$225,122.52</b>	<b>\$125,076.00</b>	<b>\$130,069.00</b>	<b>\$151,637.00</b>
Surplus (Deficit)	-	-	-	-



# Education and Outreach

## Program Overview

Education Program Delivery; Coordination of the Carolinian Forest Festival

## At a Glance

A mainstay of KCCA’s education program is the Carolinian Forest Festival which welcomes 2,000 grades 6 and 7 students annually from across the Thames Valley and London District Catholic School Boards. All events and programs are completely conducted using self-generated funds with no impact to the municipal apportionment.

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	-	-	-	-
Municipal Apportionment - Category 2	-	-	-	-
Municipal Apportionment - Category 3	-	-	-	-
Provincial Transfer Payment	-	-	-	-
User Fees and Sales	-	49,000.00	24,600.00	25,233.00
Other Revenues and Grants	115,749.11	78,773.00	19,072.00	20,036.00
Operating (Reserves)	2,967.46	2,967.00	-	-
Capital (Reserves)	-	-	-	-
Total Revenue	\$118,716.57	\$130,740.00	\$43,672.00	\$45,269.00

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Staffing and Board Expenses	38,585.38	37,243.00	11,043.00	11,791.00
Operating Expenses	80,131.19	93,497.00	32,629.00	33,478.00
Amortization	-	-	-	-
Transfer to Reserves	-	-	-	-
Total Expenditures	\$118,716.57	\$130,740.00	\$43,672.00	\$45,269.00
Surplus (Deficit)	-	-	-	-

## Campgrounds

### Program Overview

Campground Management, Operation and Maintenance (Lake Whittaker and Dalewood Conservation Areas)

### At a Glance

KCCA owns and operates Dalewood and Lake Whittaker campgrounds. The 2026 revenue forecast is based on historical performance and assumes modest growth in both fees and visitation. Additional revenue is expected with the introduction of nine new serviced campsites at Dalewood Conservation Area and the continued popularity of cabins added at Lake Whittaker in 2025. Planned capital investments, funded through reserves, will focus on modernizing campground hydro infrastructure and upgrading campsites to further enhance visitor experience and revenue potential. Campground profits are reinvested into capital reserves and help offset costs in other program areas.

Revenue	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Municipal Apportionment - Category 1	-	-	-	-
Municipal Apportionment - Category 2	-	-	-	-
Municipal Apportionment - Category 3	-	-	-	-
Provincial Transfer Payment	-	-	-	-
User Fees and Sales	1,081,595.86	1,015,323.00	1,089,100.00	1,137,265.00
Other Revenues and Grants	10,588.00	16,000.00	10,000.00	10,000.00
Operating (Reserves)	-	-	-	-
Capital (Reserves)	-	248,000.00	184,100.00	90,000.00
<b>Total Revenue</b>	<b>\$1,092,183.86</b>	<b>\$1,279,323.00</b>	<b>\$1,283,200.00</b>	<b>\$1,237,265.00</b>

Expenditures	Actual 2024	Budget 2024	Budget 2025	Budget 2026
Staffing and Board Expenses	504,673.79	532,011.00	580,338.00	606,232.00
Operating Expenses	450,921.81	387,541.00	420,459.00	435,517.00
Amortization	87,319.56	87,320.00	92,787.00	92,334.00
Transfer to Reserves	49,268.70	24,451.00	5,516.00	13,182.00
<b>Total Expenditures</b>	<b>\$1,092,183.86</b>	<b>\$1,031,323.00</b>	<b>\$1,099,100.00</b>	<b>\$1,147,265.00</b>
Surplus (Deficit)	-	248,000.00	184,100.00	90,000.00



## Long Point Region Conservation Authority

Long Point Region Conservation Authority  
4 Elm Street, Tillsonburg, Ontario N4G 0C4

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Toll free: 1-888-231-5408  
[conservation@lprca.on.ca](mailto:conservation@lprca.on.ca)  
[www.lprca.on.ca](http://www.lprca.on.ca)

### Sent Via Email

November 17, 2025

File: 1.4.5.1

Nathan Dias, CAO  
[ndias@malahide.ca](mailto:ndias@malahide.ca)

### Re: 30-Day Notice to Affected Municipalities – 2026 Draft LPRCA Budget

Dear Mr. Dias,

The Board of Directors budget meeting was held on Thursday, November 13, 2025. The Draft 2026 LPRCA Operating and Capital Budgets were recommended to be circulated to member municipalities for review and comment. The proposed overall increase for the municipal levy is \$0.00 or 0.00% versus last year's increase of 2.58%.

The overall municipal support requested for the 2026 operating budget of \$6,370,228 is \$2,238,181 representing an increase in the general levy of 0.02% or \$500. The overall municipal support requested for the 2026 capital budget of \$1,199,455 is \$157,000 representing a decrease in the general levy of -0.32% or \$500. The municipal levy is calculated using the Modified Current Value Assessment provided by the Ministry of Natural Resources as outlined in Ontario Regulation 402/22. Specific municipal levy allocation can be found in attachment 4.

Ontario Regulation 402/22 calls for a 30-day notice to affected municipal partners in order for them to consider and provide comment regarding the draft budget. The Regulation also requires that the notice be accompanied by the financial information used to determine that levy. As such, please find attached the following information on LPRCA's budgets for its member municipalities:

1. 2026 Draft Consolidated Budget Summary
2. 2026 Draft Consolidated Operating Budget
3. LPRCA 2026 Municipal Levy – Consolidated - Draft
4. Five Year Summary by Municipality of Levy Apportioned by CVA %

LPRCA is requesting any comments regarding the Draft 2026 Budget to be forwarded to this office no later than 4 p.m., Friday, December 19<sup>th</sup>, 2025.

The weighted vote for the Final 2026 LPRCA Budget will take place the evening of Wednesday, January 7<sup>th</sup>, 2026 as part of the regular meeting of the LPRCA Board of Directors.

If your officials request a presentation of the Draft 2026 Budget, we would be pleased to present at your Councils earliest convenience on behalf of the LPRCA Board of Directors. If you have any questions or need further information, please contact Aaron LeDuc, Manager of Corporate Services at [aleduc@lprca.on.ca](mailto:aleduc@lprca.on.ca) or 519-842-4242, ext. 224.

Sincerely,

*Judy Maxwell*

Judy Maxwell  
General Manager

cc. Allison Adams, Manager of Legislative Services/Clerk

Encl. (4)



Long Point Region Conservation Authority  
**Board of Directors**

**2026**

**Draft Budget Package**

*November 13, 2025*

# About

Long Point Region Conservation Authority (LPRCA) is a special purpose environmental body tasked with conserving natural resources for economic, social and environmental benefits and protecting people and property within the Long Point Region watershed from flooding, erosion and other natural hazards. Committed to working together to shape the future wellbeing of our watershed, LPRCA provides our eight member municipalities with watershed-based programs and services, and participates actively in collaborative partnerships with landowners, community organizations and all levels of government.

LPRCA was formed in 1971 as a result of the amalgamation of the Big Creek Region (1948-1970) and Otter Creek (1954-1970) Conservation Authorities. Our area of responsibility, the Long Point Region watershed, is home to approximately 99,000 people and covers an area of 2,782 square kilometers. This watershed encompasses the entire Municipality of Bayham and the Town of Tillsonburg; most of Norfolk County; and portions of Haldimand County, the County of Brant, the Township of Norwich, and the Townships of Malahide and South-West Oxford.

LPRCA provides quality of life and value-added services to residents through our programs. Services offered include watershed management, erosion control and mitigation, flood forecasting and warning, water quality and quantity monitoring, plan input and review, environmental education and land stewardship. LPRCA owns and manages over 11,000 acres of land throughout the watershed, preserving and improving the health of the region and providing recreational opportunities to watershed residents and visitors.

Funded through municipal levy, revenue-generating activities and provincial support for government-mandated services, LPRCA's science-based integrated watershed management addresses the unique needs of the Long Point Region watershed, protecting and enhancing the varied natural landscapes, ecosystems and natural areas and ensuring a thriving, resilient and economically sustainable watershed for generations to come.

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## Introduction

The Audit and Finance Committee met on August 8<sup>th</sup>, 2025 and budget direction was provided to prepare the Draft 2026 Budget with a maximum upside target increase to the municipal levy of 4.0%.

The draft 2026 operating budget in the amount of \$6,370,228 requiring \$2,238,181 of general levy representing an increase in the general levy of 0.02% or \$500.

The proposed 2026 capital budget of \$1,199,455 requiring \$157,000 of general levy representing a decrease in the general capital levy of -0.32% or \$500.

The combined total general municipal levy of \$2,395,181 requiring an increase of 0.00% or \$0.00 overall compared to 2025.

The 2026 budget includes a special levy of \$260,000 for Norfolk County.

The 2026 operating budget includes a surplus of \$157,000 that will fund the capital acquisition of motor pool equipment & vehicles.

The Draft Operating Budget of \$6,370,228 delivers the support to continue the programs and services provided throughout the watershed. The 2026 Draft Capital Budget represents an investment of \$1,199,455 into capital infrastructure, technology improvements and studies to provide programs and services. The 2026 draft budget provides the organization with the resources necessary to provide quality services and experience to visitors and residents of the watershed and value to our municipal partners and stakeholders.

**Long Point Region Conservation Authority**  
**2026 DRAFT Consolidated Operating Budget**

	2023 Actual \$	2024 Actual \$	2025 Sept 30 YTD \$	2025 Budget \$	2026 Draft Budget	2026 Change from 2025 Budget \$ %	Contribution (to) from Reserves \$	Increase to Levy \$
<b>Program:</b>								
Watershed Planning and Technical Services	473,215	481,055	324,180	506,160	497,990	(8,170) (1.6%)	-	40,830
Watershed Flood Control Services	373,087	395,486	130,837	368,890	386,914	18,024 4.9%	-	3,024
Healthy Watershed Services	273,472	285,601	189,848	229,726	218,079	(11,647) (5.1%)	-	(2,852)
Conservation Authority Lands	418,652	507,883	377,058	738,447	782,315	43,868 5.9%	5,765	34,801
Communication and Marketing Services	68,768	97,510	74,595	122,411	125,663	3,252 2.7%	-	2,002
Backus Heritage and Education Services	317,138	310,351	211,866	334,746	328,803	(5,943) (1.8%)	-	2,457
Conservation Parks Management Services	1,625,798	1,725,711	1,381,791	1,713,973	1,864,790	150,817 8.8%	-	No levy
Public Forest Land Management Services	344,037	358,754	265,454	319,295	326,511	7,216 2.3%	2,511	No levy
Private Forest Land Management Services	116,074	92,887	67,242	147,394	159,603	12,210 8.3%	-	No levy
Maintenance Operations Services	454,620	485,362	274,888	407,898	451,462	43,564 10.7%	-	27,284
Corporate Services	1,241,423	1,282,135	874,974	1,193,325	1,228,097	34,772 2.9%	136,660	(107,046)
<b>Total Program Expenditures</b>	<b>5,706,284</b>	<b>6,022,736</b>	<b>4,172,733</b>	<b>6,082,265</b>	<b>6,370,228</b>	<b>287,963 4.7%</b>	<b>144,936</b>	<b>500</b>
<b>Objects of Expenses:</b>								
Staff Expenses	3,086,063	3,467,652	2,511,069	3,898,139	4,148,928	250,789 6.4%		
Staff Related Expenses	41,698	32,834	26,524	49,775	44,925	(4,850) (9.7%)		
Materials and Supplies	330,194	314,802	300,628	360,888	388,878	27,989 7.8%		
Purchased Services	1,855,278	1,777,659	1,227,625	1,647,616	1,662,366	14,750 0.9%		
Equipment	43,680	45,949	48,639	55,725	54,225	(1,500) (2.7%)		
Other	66,652	63,299	58,248	70,122	70,906	784 1.1%		
Amortization	282,719	320,540	-	-	-	- 0.0%		
<b>Total Expenditures</b>	<b>5,706,284</b>	<b>6,022,736</b>	<b>4,172,733</b>	<b>6,082,265</b>	<b>6,370,228</b>	<b>287,963 4.7%</b>		
<b>Sources of Revenue:</b>								
Municipal Levy - Operating	2,164,617	2,174,447	1,678,261	2,237,681	2,238,181	500 0.02%		
Provincial Funding	73,440	38,861	10,668	4,500	4,500	- 0.0%		
MNR Grant	35,229	35,229	35,229	35,229	35,229	- 0.0%		
MNR WECI & Municipal Funding	56,387	69,971	-	-	-	- 0.0%		
Federal Funding	42,758	8,295	-	10,585	25,559	14,974 141.5%		
User Fees	3,306,904	3,442,048	3,293,151	3,369,136	3,465,785	96,649 2.9%		
Community Support	797,313	792,905	807,157	642,544	613,038	(29,506) (4.6%)		
Interest on Investments	23,813	33,769	-	-	-	- 0.0%		
Land Donation	-	-	-	-	-	- 0.0%		
Gain on Sale of Assets	11,271	-	15,328	-	-	- 0.0%		
Contribution from (to) Reserves	(805,450)	(572,790)	-	5,346	144,936	139,590 2,611.0%		
Transfer from/(to) Current Year Surplus	-	-	-	0	0	(0) 0.0%		
<b>Total Revenue</b>	<b>5,706,284</b>	<b>6,022,736</b>	<b>5,839,794</b>	<b>6,305,020</b>	<b>6,527,228</b>	<b>222,207 3.5%</b>		
<b>Surplus - current year</b>	<b>-</b>	<b>-</b>	<b>1,667,061</b>	<b>222,755</b>	<b>157,000</b>	<b>(65,755) (29.5%)</b>		

**Long Point Region Conservation Authority  
2026 DRAFT Consolidated Budget Summary**

	2023 Actual	2024 Actual	2025 Sept 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget		% of Approved Budget
	\$	\$	\$	\$	\$	\$	%	
Total Operating Expenditures	5,706,284	6,022,736	4,172,733	6,082,265	6,370,228	287,963	4.7%	84.2%
Total Capital Expenditures *	349,326	349,326	170,336	808,864	1,199,455	390,591	48.3%	15.8%
<b>Total Expenditures</b>	<b>6,055,610</b>	<b>6,372,062</b>	<b>4,343,069</b>	<b>6,891,129</b>	<b>7,569,683</b>	<b>678,554</b>	<b>9.85%</b>	<b>100.0%</b>
<b><u>SOURCES OF REVENUE</u></b>								
Municipal Levy - Operating	2,164,617	2,174,447	1,678,261	2,237,681	2,238,181	500	0.02%	29.6%
Municipal Levy - Capital	349,326	349,326	368,550	157,500	157,000	(500)	-0.32%	2.1%
<b>Municipal Levy - Total</b>	<b>2,513,943</b>	<b>2,523,773</b>	<b>2,046,811</b>	<b>2,395,181</b>	<b>2,395,181</b>	<b>0</b>	<b>0.00%</b>	<b>31.64%</b>
<b>Municipal Levy - Special Norfolk</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>260,000</b>	<b>160,000</b>	<b>160.00%</b>	<b>3.4%</b>
<b>Total Municipal Levy</b>	<b>2,513,943</b>	<b>2,523,773</b>	<b>2,046,811</b>	<b>2,495,181</b>	<b>2,655,181</b>	<b>160,000</b>	<b>6.41%</b>	<b>35.08%</b>
Provincial Funding	73,440	38,861	10,668	4,500	4,500	-	0.0%	0.1%
MNR Grant	35,229	35,229	35,229	35,229	35,229	-	0.0%	0.5%
MNR WECI & Municipal Funding	56,387	69,971	-	147,500	135,000	(12,500)	0.0%	1.8%
Federal Funding	42,758	8,295	-	10,585	25,559	14,974	141.5%	0.3%
User Fees	3,306,904	3,442,048	3,293,151	3,369,136	3,465,785	96,649	2.9%	45.8%
Community Support	797,313	792,905	807,157	642,544	613,038	(29,506)	(4.6%)	8.1%
Interest on Investments	23,813	33,769	-	-	-	-	0.0%	0.0%
Land Donation	-	-	-	-	-	-	0.0%	0.0%
Gain on Sale of Assets	11,271	-	15,328	15,328	-	(15,328)	0.0%	0.0%
Contribution from(to) Reserves	(805,450)	(572,790)	-	186,455	635,391	448,936	240.8%	8.4%
<b>TOTAL REVENUE</b>	<b>6,055,610</b>	<b>6,372,062</b>	<b>6,208,344</b>	<b>6,906,457</b>	<b>7,569,683</b>	<b>663,226</b>	<b>9.60%</b>	<b>100.0%</b>

\* The Capital Expenditures in the 2026 Draft Budget are proposed to be funded by Municipal Levy of \$157,000.

\*\*Special Levy of \$260,000 to Norfolk County.

<b>LPRCA 2026 MUNICIPAL LEVY - CONSOLIDATED - DRAFT</b>					
MUNICIPALITY	OPERATING	LEVY AMOUNTS CAPITAL	TOTAL	PER CAPITA (Watershed)	PER CAPITA (Municipality)
Haldimand County	\$326,076	\$22,873	\$348,949	\$23.29	\$8.15
Norfolk County	\$1,129,071	\$79,200	\$1,208,271	\$23.54	\$22.36
Norwich Twp.	\$158,549	\$11,122	\$169,670	\$27.11	\$20.06
South-West Oxford Twp.	\$45,436	\$3,187	\$48,623	\$27.84	\$8.35
Tillsonburg	\$296,759	\$20,816	\$317,575	\$22.21	\$22.21
Total Oxford County	\$500,743	\$35,125	\$535,868		
Brant County	\$166,170	\$11,656	\$177,826	\$31.76	\$5.43
Bayham Municipality	\$100,351	\$7,039	\$107,390	\$19.77	\$19.77
Malahide Township	\$15,770	\$1,106	\$16,876	\$25.61	\$2.56
	\$2,238,181	\$157,000	\$2,395,181	\$23.88	\$14.08
Increase over 2025	\$911.46	(\$745)	\$167		
Per Capita Increase over 2025	\$0.01	(\$0.01)	\$0.00		

**2026 Draft Capital Levy By Municipality Apportioned by CVA %**  
**LPRCA**

Project	Haldimand County	Norfolk County	Norwich Township	South-West Oxford Twp.	Tillsonburg	Brant County	Bayham Municipality	Malahide Township	Total
Watershed Services	\$ 14,569	\$ 50,446	\$ 7,084	\$ 2,030	\$ 13,259	\$ 7,424	\$ 4,484	\$ 705	\$ 100,000
Conservation Authority Lands	\$ 6,119	\$ 21,187	\$ 2,975	\$ 853	\$ 5,569	\$ 3,118	\$ 1,883	\$ 296	\$ 42,000
Conservation Parks Management Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Backus Heritage and Education Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance Operations Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communication and Marketing Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Corporate Services	\$ 2,185	\$ 7,567	\$ 1,063	\$ 305	\$ 1,989	\$ 1,114	\$ 673	\$ 106	\$ 15,000
<b>TOTAL</b>	<b>\$ 22,873</b>	<b>\$ 79,200</b>	<b>\$ 11,122</b>	<b>\$ 3,187</b>	<b>\$ 20,816</b>	<b>\$ 11,656</b>	<b>\$ 7,039</b>	<b>\$ 1,106</b>	<b>\$ 157,000</b>

**Long Point Region Conservation Authority  
Levy Apportionment Data for 2026 (CVA)**

Municipality	% in CA	Municipal Population	Municipal Population in CA Jurisdiction	2024 Tax Year Current Value Assessment (CVA) (Modified)	2024 Tax Year CVA (Modified) in CA Jurisdiction	CVA Based Apportionment Percentage
County of Brant	17	32748	5,600	8,261,080,919	1,412,644,837	7.4243%
Bayham M	100	5431	5,431	853,104,505	853,104,505	4.4836%
Malahide Tp	10	6590	659	1,340,609,606	134,060,961	0.7046%
Haldimand County	35	42799	14,980	7,920,129,193	2,772,045,218	14.5688%
Norfolk County	95	54026	51,325	10,103,660,718	9,598,477,682	50.4459%
Norwich Tp	74	8459	6,260	1,821,426,826	1,347,855,851	7.0838%
South-West Oxford Tp	30	5822	1,747	1,287,536,995	386,261,099	2.0300%
Tillsonburg T	100	14297	14,297	2,522,808,423	2,522,808,423	13.2589%
		<b>170,172</b>	<b>100,298</b>		<b>19,027,258,575</b>	<b>100.00%</b>

**Long Point Region Conservation Authority  
Levy Apportionment Data for 2026 (CVA)**

**Year over Year Analysis**

Municipality	% in CA	Municipal Population	Municipal Population in CA Jurisdiction	2023 Tax Year Current Value Assessment (CVA) (Modified)	2023 Tax Year CVA (Modified) in CA Jurisdiction	CVA Based Apportionment Percentage
County of Brant	-	463	79	304,261,549	52,028,725	0.1418%
Bayham M	-	62	62	21,078,965	21,078,965	0.0303%
Malahide Tp	-	-13	-1	11,947,007	1,194,701	-0.0066%
Haldimand County	-	338	118	175,993,197	61,597,619	0.0615%
Norfolk County	-	-80	-76	111,097,986	105,543,087	-0.3638%
Norwich Tp	-	6	4	43,583,256	32,251,609	0.0422%
South-West Oxford Tp	-	54	16	6,739,665	2,021,900	-0.0265%
Tillsonburg T	-	210	210	68,223,370	68,223,370	0.1211%
<b>TOTAL CHANGE</b>		<b>1040</b>	<b>413</b>	<b>742,924,995</b>	<b>343,939,975</b>	<b>0.00%</b>

## Levy Apportionment Data for 2025 (CVA)

Municipality	% in CA	Municipal Population	Municipal Population in CA Jurisdiction	2023 Tax Year Current Value Assessment (CVA) (Modified)	2023 Tax Year CVA (Modified) in CA Jurisdiction	CVA Based Apportionment Percentage
County of Brant	17	32,285	5,521	7,956,819,370	1,360,616,112	7.2825%
Bayham M	100	5,369	5,369	832,025,540	832,025,540	4.4533%
Malahide Tp	10	6,603	660	1,328,662,599	132,866,260	0.7111%
Haldimand County	35	42,461	14,861	7,744,135,997	2,710,447,599	14.5073%
Norfolk County	95	54,106	51,401	9,992,562,732	9,492,934,595	50.8097%
Norwich Tp	74	8,453	6,255	1,777,843,570	1,315,604,242	7.0416%
South-West Oxford Tp	30	5,768	1,730	1,280,797,330	384,239,199	2.0566%
Tillsonburg T	100	14,087	14,087	2,454,585,053	2,454,585,053	13.1378%
		<b>169,132</b>	<b>99,885</b>		<b>18,683,318,600</b>	<b>100.00%</b>

**5 Year Summary by Municipality of Levy Apportioned by CVA %****LPRCA**

Draft Budget    Operating Levy  
\$    2,238,181

Draft Budget    Capital Levy  
\$157,000

Draft Budget    Total Levy  
\$2,395,181

		Municipal Levy - Operating				Municipal Levy - Capital				Municipal Levy - Combined			
Municipality	Year	Amount of Levy Share	% of Total Levy*	\$ Increase Year over Year	% Increase Year over Year	Amount of Levy Share	% of Total Levy*	\$ Increase Year over Year	% Increase Year over Year	Amount of Levy Share	% of Total Levy*	\$ Increase Year over Year	% Increase Year over Year
Haldimand County	2022	\$245,330	14.23%	\$5,239	2.25%	\$54,309	14.23%	\$938	1.72%	\$299,638	14.23%	\$6,177	2.15%
	2023	\$302,661	14.42%	\$57,331	23.37%	\$21,624	14.42%	(\$32,685)	-60.18%	\$324,284	14.42%	\$24,646	8.23%
	2024	\$308,299	14.37%	\$5,638	1.86%	\$27,144	14.37%	\$5,520	25.53%	\$335,443	14.37%	\$11,159	3.44%
	2025	\$324,627	14.51%	\$16,328	5.30%	\$22,849	14.51%	(\$4,295)	-15.82%	\$347,476	14.51%	\$12,034	3.59%
	2026	\$326,076	14.57%	\$1,449	0.45%	\$22,873	14.57%	\$24	0.11%	\$348,949	14.57%	\$1,473	0.42%
Norfolk County	2022	\$901,067	52.26%	\$18,883	2.18%	\$199,470	52.26%	\$3,364	1.65%	\$1,100,537	52.26%	\$22,247	2.08%
	2023	\$1,088,124	51.83%	\$187,057	20.76%	\$77,741	51.83%	(\$121,729)	-61.03%	\$1,165,865	51.83%	\$65,328	5.94%
	2024	\$1,102,753	51.39%	\$14,629	1.34%	\$97,091	51.39%	\$19,350	24.89%	\$1,199,844	51.39%	\$33,978	2.91%
	2025	\$1,136,959	50.81%	\$34,206	3.10%	\$80,025	50.81%	(\$17,066)	-17.58%	\$1,216,984	50.81%	\$17,140	1.43%
	2026	\$1,129,071	50.45%	(\$7,887)	-0.69%	\$79,200	50.45%	(\$825)	-1.03%	\$1,208,271	50.45%	(\$8,712)	-0.72%
Oxford County*	2022	\$368,308	21.36%	\$7,699	2.20%	\$81,533	21.36%	\$1,371	1.67%	\$449,841	21.36%	\$9,070	2.10%
	2023	\$451,909	21.52%	\$83,601	22.70%	\$32,287	21.52%	(\$49,246)	-60.40%	\$484,196	21.52%	\$34,355	7.64%
	2024	\$469,365	21.87%	\$17,456	3.86%	\$41,325	21.87%	\$9,038	27.99%	\$510,690	21.87%	\$26,494	5.47%
	2025	\$497,571	22.24%	\$28,207	6.01%	\$35,022	22.24%	(\$6,303)	-15.25%	\$532,593	22.24%	\$21,904	4.29%
	2026	\$500,743	22.37%	\$3,172	0.64%	\$35,125	22.37%	\$104	0.30%	\$535,868	22.37%	\$3,275	0.61%
Brant County	2022	\$119,089	6.91%	\$4,159	3.78%	\$26,363	6.91%	\$814	3.15%	\$145,452	6.91%	\$4,974	3.66%
	2023	\$147,095	7.01%	\$28,006	23.52%	\$10,509	7.01%	(\$15,854)	-60.14%	\$157,605	7.01%	\$12,153	8.36%
	2024	\$152,855	7.12%	\$5,760	3.92%	\$13,458	7.12%	\$2,949	28.06%	\$166,313	7.12%	\$8,709	5.53%
	2025	\$162,960	7.28%	\$10,104	6.61%	\$11,470	7.28%	(\$1,988)	-14.77%	\$174,429	7.28%	\$8,116	4.88%
	2026	\$166,170	7.42%	\$3,210	1.97%	\$11,656	7.42%	\$186	1.62%	\$177,826	7.42%	\$3,396	1.95%

Bayham Municipality	2022	\$77,927	4.52%	\$1,256	1.68%	\$17,251	4.52%	\$207	1.18%	\$95,177	4.52%	\$1,463	1.58%
	2023	\$94,466	4.50%	\$16,539	21.22%	\$6,749	4.50%	(\$10,502)	-59.78%	\$101,215	4.50%	\$6,038	6.34%
	2024	\$97,190	4.53%	\$2,724	2.88%	\$8,557	4.53%	\$1,808	10.61%	\$105,747	4.53%	\$4,532	4.48%
	2025	\$99,651	4.45%	\$2,461	2.53%	\$7,014	4.45%	(\$1,543)	-8.94%	\$106,665	4.45%	\$918	0.87%
	2026	\$100,351	4.48%	\$700	0.70%	\$7,039	4.48%	\$25	0.37%	\$107,390	4.48%	\$725	0.68%
Malahide Township	2022	\$12,538	0.74%	\$594	5.00%	\$2,775	0.74%	(\$17)	-0.62%	\$15,313	0.74%	\$576	3.93%
	2023	\$15,255	0.73%	\$79	0.66%	\$1,090	0.73%	\$6	0.21%	\$16,345	0.73%	\$84	0.58%
	2024	\$15,502	0.73%	\$2,717	21.67%	\$1,365	0.73%	(\$1,686)	-60.73%	\$16,867	0.73%	\$1,032	7.04%
	2025	\$15,913	0.72%	\$247	1.62%	\$1,120	0.72%	\$275	25.23%	\$17,033	0.72%	\$522	3.43%
	2026	\$15,770	0.70%	(\$144)	-0.90%	\$1,106	0.70%	(\$14)	-1.24%	\$16,876	0.70%	(\$158)	-0.96%
	2026	\$2,238,181		\$500	0.02%	\$157,000		(\$500)	-0.32%	\$2,395,181		\$0	0.00%

	<u>Operating</u>			<u>Capital</u>			<u>Combined</u>					
2022	\$	1,724,258		\$	381,700		\$	2,105,959				
2023	\$	2,099,510	\$ 375,251	21.76%	\$	150,000	\$ (231,700)	-60.70%	\$	2,249,510	\$ 143,551	6.82%
2024	\$	2,145,963	\$ 46,453	2.21%	\$	188,940	\$ 38,940	25.96%	\$	2,334,903	\$ 85,393	3.80%
2025	\$	2,237,681	\$ 91,718	4.27%	\$	157,500	\$ (31,440)	-16.64%	\$	2,395,181	\$ 60,278	2.58%
2026	\$	2,238,181	\$ 500	0.02%	\$	157,000	\$ (500)	-0.32%	\$	2,395,181	\$ 0	0.00%
<b>Total</b>	\$	10,445,592			\$	1,035,140			\$	11,480,733		

<u>Notes: Operating</u>					<u>Notes: Capital</u>					<u>Notes: Combined</u>				
2022	\$17.71	per capita			2022	\$3.92	per capita			2022	\$22.94	per capita		
2023	\$21.41	per capita			2023	\$1.53	per capita			2023	\$22.94	per capita		
2024	\$21.65	per capita			2024	\$1.91	per capita			2024	\$23.56	per capita		
2025	\$22.40	per capita			2025	\$1.58	per capita			2025	\$23.98	per capita		
2026	\$22.32	per capita			2026	\$1.57	per capita			2026	\$23.88	per capita		
<u>Oxford County Apportionment:</u>					<u>Oxford County Apportionment:</u>					<u>Oxford County Apportionment:</u>				
Norwich Twp.	\$	158,549			Norwich Twp.	\$	11,122			Norwich Twp.	\$	169,670		
South-West Oxford	\$	45,436			South-West Oxford	\$	3,187			South-West Oxford	\$	48,623		
Tillsonburg	\$	296,759			Tillsonburg	\$	20,816			Tillsonburg	\$	317,575		

**LONG POINT REGION CONSERVATION AUTHORITY  
2026 DRAFT BUDGET  
WATERSHED PLANNING AND TECHNICAL SERVICES**

<b>PROGRAM NAME</b>	<b>LINKS TO STRATEGIC PLAN</b>
WATERSHED PLANNING AND TECHNICAL SERVICES	<b>Strategic Directions</b> #1 Protect People & Property From Flooding & Natural Hazards #2 Deliver Exceptional Services & Experiences
<b>PROGRAM MANAGER</b>	<b>Action Plan</b>
Leigh-Anne Mauthe	Complete annual mapping updates as required under O.Reg 41/24. FHIMP funded projects - Upper Big Creek and Nanicoke Creek projects. Report on permit application turnaround times consistent with O.Reg 41/24.

	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Sep 30 YTD</b>	<b>2025 Budget</b>	<b>2026 Budget</b>	<b>2026 Change from 2025 Budget</b>	
	\$	\$	\$	\$	\$	\$	%
<b>ACTIVITIES</b>							
Technical and Planning Services	\$ 224,634	\$ 269,503	\$ 229,315	\$ 266,731	\$ 284,792	\$ 18,062	7%
Technical Study Services	32,555	50,584	25,938	96,724	66,157	(30,567)	-32%
Administration and Enforcement	168,226	111,099	68,928	\$ 142,705	\$ 147,041	\$ 4,336	3%
Amortization	47,800	49,869	-	-	-	-	0%
	<b>\$ 473,215</b>	<b>\$ 481,055</b>	<b>\$ 324,180</b>	<b>\$ 506,160</b>	<b>\$ 497,990</b>	<b>\$ (8,170)</b>	<b>-1.61%</b>

**OBJECTS OF EXPENSES**

Staff Expenses - Note 1	\$ 383,978	\$ 375,466	\$ 304,448	\$ 464,060	\$ 460,290	\$ (3,770)	-1%
Staff Related Expenses - Note 2	6,022	5,981	421	6,400	4,200	(2,200)	-34%
Materials and Supplies	112	1,077	730	4,700	2,000	(2,700)	-57%
Purchased Services - Note 3	32,528	45,854	15,501	27,500	28,000	500	2%
Equipment	2,775	2,808	3,080	3,500	3,500	-	0%
Amortization	47,800	49,869	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 473,215</b>	<b>\$ 481,055</b>	<b>\$ 324,180</b>	<b>\$ 506,160</b>	<b>\$ 497,990</b>	<b>\$ (8,170)</b>	<b>-1.61%</b>

**SOURCES OF REVENUE**

<b>Municipal Levy</b>	<b>\$ 168,100</b>	<b>\$ 175,338</b>	<b>\$ 201,639</b>	<b>\$ 268,852</b>	<b>\$ 309,683</b>	<b>\$ 40,830</b>	<b>15.19%</b>
Provincial Funding	9,088	30,912	-	-	-	-	0%
MNRF Transfer Payment	8,807	8,807	8,807	8,807	8,807	-	0%
User Fees - Pre-Consultation	5,400	4,750	3,933	7,500	5,000	(2,500)	-33%
User Fees - Lawyer Inquiries	27,905	22,701	10,125	21,000	13,500	(7,500)	-36%
Planning Act Review Fees	100,294	67,153	41,538	80,000	56,000	(24,000)	-30%
User Fees - Planning/Technical Service Fees	112,497	107,833	80,067	120,000	105,000	(15,000)	-13%
Contribution from/(to) Reserves	41,125	63,561	-	-	-	-	0%
<b>TOTAL REVENUE</b>	<b>\$ 473,215</b>	<b>\$ 481,055</b>	<b>\$ 346,109</b>	<b>\$ 506,160</b>	<b>\$ 497,990</b>	<b>\$ (8,170)</b>	<b>-1.61%</b>

**NOTES**

1. COLA increase, 1 employee moving in the pay grid steps.
2. Courses and professional memberships for 3 staff members.
3. Planning legal fees, motor pool and credit card fees.

**STAFFING LEVELS (FTE)**

<b>2026</b>	<b>2025</b>
3.71	4.13

**CHANGES IN SERVICES & ACTIVITY LEVELS**

Engineering Technologist reduced from 0.10 to 0.00 FTE.  
Engineer Special Projects reduced from 0.50 to 0.19 FTE (contract).

<b>Staffing</b>	<b>TOTAL</b>	<b>DEPARTMENT FTE</b>	<b>2026</b>	<b>2025</b>	<b>2024</b>
Manager of Watershed Services	1.00	90%	0.90	0.90	0.90
Manager of Engineering & Infrastructure	0.00	25%	0.25	0.25	0.25
Lands & Waters Supervisor	0.00	8%	0.08	0.08	0.05
Engineer Special Projects	1.00	19%	0.19	0.50	0.00
Project Consultant	1.00	30%	0.30	0.30	0.05
Resource Planner	2.00	200%	2.00	2.00	2.00
Engineering Technologist	0.00	0%	0.00	0.10	0.10
	5.00		3.71	4.13	3.15

# Technical and Planning Service User Fees

## Program Cost Recovery Goal

In 2012, the LPRCA Board of Directors directed staff to prepare a planning fee implementation strategy designed to achieve a 60/40 user/municipal cost sharing for Technical and Planning Services through the administration of fees. The 60/40 user/municipal cost-share is chosen to represent the proportion of the program cost for reviewing and providing comment on municipal planning applications, Section 28 permit applications, and responding to lawyer inquiries, versus all other related activities.

The 2026 budget user fees represent 36%, MNR Grant 2% and municipal levy of 62% cost-share.

Staff time and resources dedicated to Planning Act applications, Section 28 permit applications, and lawyer's inquiries are cost recovery, and the time spent on administration, training, and enforcement is supported by the levy.

## 2025 Revenue

Planning User fees are down approximately 16% from this time last year and projected to come in approximately 20% below the 2025 budget target.

## Proposed 2026 Technical and Planning Service User Fees

In the 2023 budget staff proposed planning users fees increase of 3% and prior to the fee schedule taking effect, the Minister of Natural Resources and Forestry by a Minister's Direction prohibited Conservation Authorities to make any changes to the fee amount charged associated with planning, development and permitting fees effective from January 1, 2023, to December 31, 2023. The 2024 and 2025 draft budget included a 5% average increase to to planning fees and the Minister continued the freeze initiated in 2023 into 2024 and 2025. The freeze was applied to all 36 Conservation Authorities. As a result, LPRCA fees relating to planning, development and permitting have been frozen at the 2022 levels.

Staff are proposing the fees for 2026 to increase on average 5%. The 2026 user fee revenue budget has been decreased by 10.4% from the 2025 projection of \$228,500 to \$179,500 taking into consideration the trend analysis of the previous four years.

Ontario Regulation 41/24 Permit Fees			
Application Type	2025 Fees	Proposed 2026 Fees	% Change
<b><u>Very minor development</u></b> <u>Development with very low risk of impact on natural hazards or natural features.</u> <u>Examples:</u> <ul style="list-style-type: none"> <li>~ Non-habitable accessory structures less than 23 m<sup>2</sup> (247 ft<sup>2</sup>), e.g. decks, fences, above-ground pools, barns, sheds</li> <li>~ Fill placement removal and/or grading (landscaping, driveway top-dressing)</li> <li>~ Off-line pond maintenance</li> </ul>	\$ 200	\$ 210	5%
<b><u>Minor development, interference and alteration</u></b> <u>Development/work with low risk of impact on natural hazards or natural features. No technical reports are required.</u> <u>Examples:</u> <ul style="list-style-type: none"> <li>~ Raising building or additions not requiring engineered drawings</li> <li>~ Repairs/renovations to existing building</li> <li>~ Non-habitable accessory structures less than 100 m<sup>2</sup> (1076ft<sup>2</sup>)</li> <li>~ Septic system</li> <li>~ Fill placement, removal/or grading (not requiring engineered plans)</li> <li>~ Minor development (as listed above) more than 30 metres from a wetlands</li> <li>~ New or replacement residential structures more than 30 metres from a wetland</li> <li>~ Minor utilities (directional bore)</li> <li>~ New offline ponds (grading plan required)</li> <li>~ Docks, boathouses</li> <li>~ Routine/maintenance dredging</li> <li>~ Minor repairs to existing shoreline structures</li> <li>~ Maintenance, repair or replacement of access crossings</li> <li>~ Other applications not deemed by staff to be "Major" in nature</li> </ul>	\$ 405	\$ 425	5%
<b><u>Major development, interference and alteration</u></b> <u>Development/work with moderate risk of impact on natural hazards or natural features.</u> <u>Detailed report and/or plans are required.</u> <u>Examples:</u> <ul style="list-style-type: none"> <li>~ Raising building or additions requiring engineered plans</li> <li>~ Non-habitable accessory structures greater than 100 m<sup>2</sup> (1076ft<sup>2</sup>)</li> <li>~ New or replacement structures in a natural hazard area</li> <li>~ Fill placement, removal and/or grading (requiring engineered plans)</li> <li>~ Development (including minor development as listed above) less than 30 metres from a wetland</li> <li>~ Major development greater than 30 m from a wetland</li> <li>~ New offline pond with overflow or channel connection</li> <li>~ Maintenance/repairs to existing shoreline structures</li> <li>~ Water crossing, bridge repair</li> <li>~ Stormwater management outlet structure</li> <li>~ Other applications deemed by staff to be "Major" in nature</li> </ul>	\$ 695	\$ 730	5%

Ontario Regulation 41/24 Permit Fees			
Application Type	2025	Proposed 2026 Fees	% Change
<b><u>Complex development, interference and alteration</u></b> <u>Development/work with a high risk and/or potential impact to natural hazards or natural features. One or more studies are required, e.g. an environmental impact study, hydraulic analysis, storm water management report or slope stability study. Examples:</u> ~ Large fill placement, removal, grading (greater than 1000 m3) ~ Golf courses ~ New watercourse bank stabilization ~ New Lake Erie shoreline protection structure ~ Bridge replacement ~ Channel realignment	\$ 1,380	\$ 1,450	5%
<b><u>General</u></b>			
On Site Technical Advice Fee <i>(Will be applied to permit application if submitted within 12 months from inspection)</i>	\$ 248.60 HST included	\$ 260.00 HST included	5%
Wetland Boundary Delineation <i>(Review of MNRF Wetland boundary in the field by LPRCA ecologist, on property owner request)</i>	\$ 360.00 HST included	\$ 375.00 HST included	4%
Title Clearance <i>(solicitor, realtor, other requests for detailed property information)</i>	\$ 248.60 HST included	\$ 260.00 HST included	5%
Violations/Application where work has proceeded without authorization	2 x Fee	2 x Fee	
Permit Revisions <i>(Must be minor in nature and permit must still be valid.)</i>	\$ 95	\$ 100	5%
<b>Renewal Fee (New)</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>0%</b>
Minister's Zoning Order (MZO) <i>(Permit associated with a Minister's Zoning Order)</i>	Cost recovery	Cost recovery	

### General Notes for all Application Fees

1. It is strongly recommended that proponents pre-consult with LPRCA and, if necessary the municipality, prior to the submission of an application and the preparation of detailed plans and technical report(s).
2. Fees must be paid at the time the permit application is submitted. Fees may be paid by debit, cash or cheque (made out to the Long Point Region Conservation Authority) over the phone by credit card or at the LPRCA administration office
3. In the event that the application is placed in a higher fee category, the difference in fee must be paid prior to review. If the application is placed in a lower category, LPRCA will reimburse the applicant accordingly.
4. Fees are assessed based on the extent of review required. LPRCA reserves the right to levy supplementary fees should the review require a substantially greater level of effort than covered by the standard categories above; this supplementary fee includes the peer review of any relevant documents or information.
5. The fees for technical review include one comprehensive review, and one review of the resubmission. Second and each additional resubmission shall be subject to a resubmission fee of 20% of the original application up to a maximum of \$525.
6. Where a Section 28 permit approval is required in addition to a Planning Act application for the same activity, the Section 28 permit fee will be **discounted 50%**.
7. Where a permit has been submitted for an activity across multiple properties and applicants working together, the fee for each property shall be calculated as 50% of the permit fee. For example, the fee for a new shoreline protection structure constructed across two properties is \$725 each.
8. Costs associated with permits (including any conditions) issued under a Minister's Zoning Order shall be paid by the applicant, this includes but is not limited to staff time, any legal review, board expenses, etc.

Planning Act Review Fees			
Application Type	2025 Fees	Proposed 2026 Fees	% Change
<b>Preconsultation Fee</b>			
Review, comment, or participation in preconsultation process	\$ 300	\$ 315	5%
<b>Subdivision and Vacant Land Condominium</b>			
	\$1,380 + \$100/lot (Total Maximum \$15,000.00 +HST)	\$1,450 + \$105/lot (Total Maximum \$15,000.00 +HST)	5%
To draft plan approval including associated OPA and ZBA	\$ 455	\$ 475	4%
Red-line revision (applicant initiated)	\$ 720	\$ 755	5%
Technical plans and reports (SWM with grading & sediment	\$ 225	\$ 235	4%
Clearance letter (each phase)			
<b>Zoning By-Law Amendment</b>			
Minor	\$ 455	\$ 475	4%
Accompanied by 1 technical report	\$ 720	\$ 755	5%
Accompanied by 2 technical reports	\$ 1,430	\$ 1,500	5%
<b>Combined Official Plan/Zoning By-Law Amendment</b>			
Minor	\$ 720	\$ 755	5%
Accompanied by 1 technical report	\$ 1,430	\$ 1,500	5%
Accompanied by 2 technical reports	\$ 2,060	\$ 2,160	5%
<b>Consent (severance)</b>			
Minor	\$ 455	\$ 475	4%
Accompanied by 1 technical report	\$ 720	\$ 755	5%
Accompanied by 2 technical reports	\$ 1,430	\$ 1,500	5%
<b>Variance</b>			
Minor	\$ 455	\$ 477	5%
Accompanied by 1 technical report	\$ 720	\$ 755	5%
Accompanied by 2 technical reports	\$ 1,430	\$ 1,500	5%
<b>Site Plan Control</b>			
Minor	\$ 455	\$ 475	4%
Accompanied by 1 technical report	\$ 720	\$ 755	5%
Accompanied by 2 technical reports	\$ 1,430	\$ 1,500	5%
<b>Complex Application</b> (incl. OPA/ZBL/Site Plan) for golf courses, trailer parks, campgrounds and lifestyle communities.	\$ 2,060	\$ 2,160	5%

### General Notes for All Application Fees:

1. It is strongly recommended that proponents pre-consult with LPRCA and, if necessary the municipality, prior to the submission of all applications and the preparation of detailed technical reports(s).
2. This fee schedule is effective as of **January 1, 2026** and LPRCA reserves the right to revise this fee schedule at any time without notice to adequately cover the costs to provide the service.
3. All applicable taxes are extra.
4. Applications that fall under one or more categories will be charged at the highest rate.
5. Fees are assessed based on the extent of review required. LPRCA reserves the right to levy supplementary
6. The fees for technical review include one comprehensive review, and one review of the resubmission. Second and each additional resubmission shall be subject to a resubmission fee of 20% of the original application up to a maximum of \$525.
7. Fees must be paid at the time the application is submitted.
8. Where a Section 28 permit approval is required in addition to a Planning Act application for the same activity, the Section 28 permit fee will be **discounted 50%**.

**LONG POINT REGION CONSERVATION AUTHORITY  
2026 DRAFT BUDGET  
WATERSHED FLOOD CONTROL SERVICES**

**PROGRAM NAME**

WATERSHED FLOOD CONTROL SERVICES

**LINKS TO STRATEGIC PLAN****Strategic Directions**

#1 Protect People & Property From Flooding & Natural Hazards  
#2 Deliver Exceptional Services & Experiences

**Action Plan**

Deer Creek Dam - Install Dam Safety Boom.  
Sutton Dam structure removal and remediation.  
Complete Teeterville EA.  
Vittoria Dam EA preferred option Design and Implementation Plan.

**PROGRAM MANAGER**

Saifur Rahman

**ACTIVITIES**

	2023 Actual	2024 Actual	2025 Sept 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget	
	\$	\$	\$	\$	\$	\$	%
Flood Control Administrative Services	\$ 101,220	\$ 136,426	\$ 71,081	\$ 138,776	\$ 99,303	\$ (39,473)	-28%
Flood Forecasting and Warning Services	24,085	47,019	49,468	91,878	98,310	6,432	7%
General Operational Services	5,986	25,200	8,286	42,070	53,927	11,857	28%
Structures - Minor Maintenance Services	10,365	6,240	576	68,076	56,360	(11,716)	-17%
Structures - Preventative Maintenance Services	19,677	14,696	1,426	28,090	64,014	35,924	128%
Norwich Dam - Embankment Design - WECl	211,755	165,904	-	-	-	-	0%
Vittoria Dam - CWA Grant	-	-	-	-	15,000	15,000	0%
	<b>\$ 373,087</b>	<b>\$ 395,486</b>	<b>\$ 130,837</b>	<b>\$ 368,890</b>	<b>\$ 386,914</b>	<b>\$ 18,024</b>	<b>4.89%</b>

**OBJECTS OF EXPENSES**

Staff Expenses - Note 1	\$ 147,780	\$ 229,717	\$ 115,692	\$ 316,865	\$ 332,633	\$ 15,768	5%
Staff Related Expenses - Note 2	2,817	2,642	346	2,700	2,700	-	0%
Materials and Supplies	2,555	9,374	822	10,300	10,300	-	0%
Purchased Services	212,846	149,927	6,128	30,025	32,281	2,256	8%
Equipment	\$ 7,089	\$ 3,826	\$ 7,848	\$ 9,000	9,000	-	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 373,087</b>	<b>\$ 395,486</b>	<b>\$ 130,837</b>	<b>\$ 368,890</b>	<b>\$ 386,914</b>	<b>\$ 18,024</b>	<b>4.89%</b>

**SOURCES OF REVENUE**

<b>Municipal Levy</b>	<b>\$ 298,868</b>	<b>\$ 319,702</b>	<b>\$ 256,851</b>	<b>\$ 342,468</b>	<b>\$ 345,492</b>	<b>\$ 3,024</b>	<b>1%</b>
Provincial Funding	49,858	-	-	-	-	-	0%
MNRF Transfer Payment	26,422	26,422	26,422	26,422	26,422	-	0%
MNR WECl & Municipal Funding	56,387	69,971	-	-	-	-	0%
Federal Funding	-	-	-	-	15,000	15,000	0%
Contribution from/(to) Reserves	(58,447)	(20,609)	-	-	-	-	0%
<b>TOTAL REVENUE</b>	<b>\$ 373,087</b>	<b>\$ 395,486</b>	<b>\$ 283,273</b>	<b>\$ 368,890</b>	<b>\$ 386,914</b>	<b>\$ 18,024</b>	<b>4.89%</b>

**NOTES**

- COLA increase and 2 staff moving in the grid.
- Conference, course, and memberships expenses for two staff.

**STAFFING LEVELS (FTE)**

2026	2025
2.77	2.76

**CHANGES IN SERVICES & ACTIVITY LEVELS**

Manager of Engineering & Infrastructure increased to 0.75 FTE from 0.65 FTE.  
Engineer Technologist increased to 0.98 from 0.78 FTE.  
Workshop Supervisor reduced 0.10 to 0.05 FTE and Seasonal Support increased 0.14 to 0.18 FTE.

Staffing	TOTAL	DEPARTMENT FTE	2026	2025	2024
Manager of Engineering & Infrastructure	1.00	67%	0.67	0.65	0.50
Project Consultant	0.00	10%	0.10	0.10	0.05
Engineering Technologist	1.00	98%	0.98	0.78	0.80
Engineer Special Projects	0.00	6%	0.06	0.17	0.00
Lands & Waters Supervisor	1.00	38%	0.38	0.38	0.34
Workshop Technician	0.00	10%	0.10	0.20	0.20
HWS Technician	0.00	25%	0.25	0.25	0.00
Workshop Supervisor	0.00	5%	0.05	0.10	0.10
Seasonal Support	0.00	18%	0.18	0.14	0.14
	3.00		2.77	2.76	2.13

**LONG POINT REGION CONSERVATION AUTHORITY  
2026 DRAFT BUDGET  
HEALTHY WATERSHED SERVICES**

**PROGRAM NAME**

HEALTHY WATERSHED SERVICES

**LINKS TO STRATEGIC PLAN****Strategic Directions**

- #1 Protect People & Property From Flooding & Natural Hazards  
#2 Deliver Exceptional Services & Experiences

**PROGRAM MANAGER**

Leigh-Anne Mauthe

**Action Plan**

Target Big Otter watershed for grant funded cover crops and erosion control measures.  
Monitor phosphorus sensor on Big Otter Creek, compile data and report.  
Report on stream health monitoring efforts within the watershed.

**ACTIVITIES**

	2023 Actual	2024 Actual	2025 Sep 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget	
	\$	\$	\$	\$	\$	\$	%
<b>Healthy Watershed Technical Support Services *</b>	\$ 56,661	\$ 41,945	\$ 12,669	\$ 18,617	\$ 19,451	\$ 833	4%
Drain Classification - DFO/Norfolk County	3,135	4,194	2,907	2,860	2,750	(110)	0%
Surface & Groundwater Quality Monitoring Services	45,460	37,713	34,823	51,885	49,393	(2,493)	-5%
Sediment and Erosion Control Services	-	-	-	-	-	-	0%
Watershed Low Water Response Services	1,680	1,728	2,037	3,309	2,950	(359)	-11%
Lamprey Barrier Inspection Services	4,013	2,107	2,001	7,725	7,810	85	1%
Water Supply Source Protection Planning	4,490	3,811	1,269	14,405	12,440	(1,965)	-14%
<b>Stream Health Monitoring*</b>	-	10,494	3,303	10,925	10,787	(138)	0%
ICAP - Integrated Conservation Action Plan	89,102	98,036	34,161	45,000	-	(45,000)	0%
COA Agreement	19,125	15,960	6,395	-	-	-	0%
Specific Initiatives and Services	49,806	62,799	33,170	-	-	-	0%
ECCC - GLFEI - Big Otter	-	6,814	57,111	75,000	112,500	37,500	0%
<b>TOTAL</b>	<b>\$ 273,472</b>	<b>\$ 285,601</b>	<b>\$ 189,848</b>	<b>\$ 229,726</b>	<b>\$ 218,079</b>	<b>\$ (11,647)</b>	<b>-5.07%</b>

**OBJECTS OF EXPENSES**

Staff Expenses - Note 1	\$ 109,333	\$ 125,222	\$ 82,636	\$ 124,228	\$ 110,951	\$ (13,277)	-11%
Staff Related Expenses	316	370	618	400	400	-	0%
Materials and Supplies	23,247	50,811	40,944	23,984	5,749	(18,235)	-76%
Purchased Services	140,575	109,199	65,650	81,115	100,980	19,865	24%
<b>TOTAL EXPENDITURES</b>	<b>\$ 273,472</b>	<b>\$ 285,601</b>	<b>\$ 189,848</b>	<b>\$ 229,726</b>	<b>\$ 218,079</b>	<b>\$ (11,647)</b>	<b>-5.07%</b>

**SOURCES OF REVENUE**

<b>Municipal Levy</b>	<b>\$ 146,553</b>	<b>\$ 69,953</b>	<b>\$ 41,396</b>	<b>\$ 55,195</b>	<b>\$ 52,342</b>	<b>\$ (2,852)</b>	<b>(5.17%)</b>
Provincial Funding	1,829	-	1,127	-	-	-	0%
Federal Funding	7,795	8,295	-	10,585	10,559	(26)	(0%)
User Fees	1,239	350	700	-	-	-	0%
Community Support	160,389	187,353	172,320	134,405	124,940	(9,465)	(7%)
Contribution from/(to) Reserves	(44,333)	19,650	-	-	-	-	0%
Transfer from/(to) Current Year Surplus - Note 2	-	-	-	29,542	30,238	696	2%
<b>TOTAL REVENUE</b>	<b>\$ 273,472</b>	<b>\$ 285,601</b>	<b>\$ 215,543</b>	<b>\$ 229,726</b>	<b>\$ 218,079</b>	<b>\$ (11,647)</b>	<b>-5.07%</b>

**NOTES**

\* Category 3 programs and services funded by current year surplus transfer.

- COLA increase and 1 staff moving in the pay grid steps.
- Transfer from current year surplus to fund Healthy Watershed Category 3 programs and services \$30,238.

**STAFFING LEVELS (FTE)**

2026	2025
0.96	1.08

**CHANGES IN SERVICES & ACTIVITY LEVELS**

Lands & Waters Supervisor increased to 0.34 FTE from 0.24 FTE.  
Engineering Technologist for Source Water Protection.  
Healthy Watershed Technician reduced to 0.53 FTE.

**STAFFING**

	TOTAL	DEPARTMENT FTE	2026	2025	2024
Manager of Watershed Services	0.00	10%	0.10	0.10	0.10
Lands & Waters Supervisor	0.00	31%	0.31	0.34	0.24
Engineering Technologist	0.00	12%	0.12	0.10	0.10
HWS Technician	1.00	43%	0.43	0.53	0.58
General Manager	0.00	1%	0.01	0.01	0.01
	1.00		0.96	1.08	1.03

**LONG POINT REGION CONSERVATION AUTHORITY  
2026 DRAFT BUDGET  
CONSERVATION AUTHORITY LANDS**

PROGRAM NAME	LINKS TO STRATEGIC PLAN
Conservation Authority Lands	<b>Strategic Directions</b> #1 Protect People & Property From Flooding & Natural Hazards #2 Deliver Exceptional Services & Experiences #4 Organizational Excellence  <b>Action Plan</b> Manage Lee Brown Marsh for sustainable hunting opportunities and a healthy ecosystem. Parking lot/fencing upgrades, install forest tract gates and property signage. Property surveys and enforcement of activities on Authority own lands. Clear encampments from Authority property. Maintenance of parkettes and Authority trails.
PROGRAM MANAGER	
Judy Maxwell	

	2023 Actual	2024 Actual	2025 Sep 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget	
	\$	\$	\$	\$	\$	\$	%

**ACTIVITIES**

Administration & Enforcement	\$ 212,661	\$ 258,021	\$ 187,931	\$ 359,563	\$ 372,846	\$ 13,283	4%
Parkettes Services	74,031	68,710	69,052	94,897	108,743	13,847	15%
Lee Brown Waterfowl Management Services	97,342	117,812	82,961	171,180	182,500	11,320	7%
Hazard Tree Removal	32,157	57,300	33,764	103,962	108,961	4,999	5%
Fish and Wildlife Support Services	2,461	4,341	3,350	3,500	3,500	-	0%
Partner Agreement Management	-	1,700	-	5,346	5,765	419	8%
<b>TOTAL</b>	<b>\$ 418,652</b>	<b>\$ 507,883</b>	<b>\$ 377,058</b>	<b>\$ 738,447</b>	<b>\$ 782,315</b>	<b>\$ 43,868</b>	<b>5.94%</b>

**OBJECTS OF EXPENSES**

Staff Expenses - Note 1	\$ 171,894	\$ 215,651	\$ 153,521	\$ 440,165	\$ 485,601	\$ 45,436	10%
Staff Related Expenses	-	-	-	150	150	-	0%
Materials and Supplies	17,870	24,506	18,493	31,223	30,893	(330)	-1%
Purchased Services	228,887	267,726	205,044	266,909	265,671	(1,238)	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 418,652</b>	<b>\$ 507,883</b>	<b>\$ 377,058</b>	<b>\$ 738,447</b>	<b>\$ 782,315</b>	<b>\$ 43,868</b>	<b>5.94%</b>

**SOURCES OF REVENUE**

Municipal Levy	\$ 345,971	\$ 418,186	\$ 354,529	\$ 472,705	\$ 507,506	\$ 34,801	7.36%
User Fees - Note 2	240,382	256,929	267,923	260,396	269,044	\$ 8,648	3%
Contribution from/(to) Reserves - Note 3	(167,701)	(167,232)	-	5,346	5,765	\$ 419	8%
<b>TOTAL REVENUE</b>	<b>\$ 418,652</b>	<b>\$ 507,883</b>	<b>\$ 622,452</b>	<b>\$ 738,447</b>	<b>\$ 782,315</b>	<b>\$ 43,868</b>	<b>5.94%</b>

**NOTES**

- COLA increase, 3 staff moving up the grid.
- Lee Brown Marsh fees - \$119,000.
- Partner Agreement Management - \$5,765 from reserves.

**STAFFING LEVELS (FTE)**

2026	2025
5.19	4.23

**CHANGES IN SERVICES & ACTIVITY LEVELS**

Manager of Operations Lands decreased to 0.23 FTE from 0.40 FTE.  
Seasonal Support Staff increased to 2.65 from 2.01 FTE.  
HWS Technician reduced to 0.10 from 0.19.

STAFFING	TOTAL	DEPARTMENT FTE	2026	2025	2024
Manager of Operations	0.00	23%	0.23	0.40	0.30
Lee Brown Marsh Manager	1.00	100%	1.00	1.00	1.00
Support Staff (5)	5.00	226%	2.26	1.63	0.82
Support Staff (2)	2.00	38%	0.38	0.38	0.48
Superintendent of Conservation Areas	0.00	28%	0.28	0.31	0.18
Supervisor of Forestry	0.00	26%	0.26	0.26	0.43
Forestry Technician	0.00	27%	0.27	0.06	0.06
Junior Forestry Technician	0.00	42%	0.42	0.00	0.00
HWS Technician	0.00	10%	0.10	0.19	0.00
	8.00		5.19	4.23	3.27

**LONG POINT REGION CONSERVATION AUTHORITY**  
**CORPORATE SERVICES AND CONSERVATION LANDS FEE SCHEDULE**

	Draft 2026 before HST
<b>CORPORATE SERVICES</b>	
Hold Harmless Agreements for research or events	<b>\$45.13</b>
Irrigation Access Permits within Conservation Authority owned properties	<b>\$1,000.00</b>
<b>FORESTRY</b>	
Consulation Service per hour	<b>\$125.00</b>
<b>LANDS AND WATERS</b>	
<u>Tree Planting Program - Forest Ontario Sponsored</u>	
Full Service (Seedling and Planting) per tree <sup>1</sup>	<b>\$0.75</b>
<u>Private Landowner Tree Planting Program</u>	
Land Owner Cost per tree <sup>2</sup>	<b>\$1.00 - \$2.39</b>
Full Service (Seedling and Planting) per tree <sup>3</sup>	<b>\$1.85 - \$3.10</b>
Rental of Tree Planter per day for trees purchased from the Conservation Authority	<b>\$75.00</b>
<u>Restoration Program</u>	
Erosion Control - Landowner Plans	<b>\$309.73</b>
<b>LEE BROWN MARSH</b>	
<u>Goose Relocation</u>	
- Per Canada goose	<b>\$6.20</b>
<u>Hunting Fees</u>	
1-Day Field Hunt , 1 person	<b>\$53.10</b>
1-Day (midweek) Marsh Hunt, 1 person	<b>\$518.89</b>
1-Day (midweek) Marsh Hunt, 4 people	<b>\$1,770.32</b>
3-Day Marsh Hunt for 4 people	<b>\$4,425.78</b>
<sup>1</sup> <b><i>Pricing subject to change without notice. Subject to approval and availability. Minimum 500 seedlings must be planted.</i></b> <sup>2</sup> <b><i>Pricing subject to change without notice. Subject to availability. Minimum 150 seedlings/species.</i></b> <sup>3</sup> <b><i>Pricing subject to change without notice. Subject to availability. Minimum 5 acres and 500 seedlings.</i></b>	

**LONG POINT REGION CONSERVATION AUTHORITY  
2026 DRAFT BUDGET  
COMMUNICATION AND MARKETING SERVICES**

**PROGRAM NAME**

COMMUNICATION AND MARKETING SERVICES

**LINKS TO STRATEGIC PLAN****Strategic Directions**

#1 Protect People & Property From Flooding & Natural Hazards  
#2 Deliver Exceptional Services & Experiences  
#4 Organizational Excellence

**PROGRAM MANAGER**

Aaron LeDuc

**Action Plan**

Outreach supporting the Great Lakes Freshwater Ecosystem project - phosphorous reduction.  
Outreach supporting the Canada Water Agency project - Vittoria Dam decommissioning.  
Promote Authority's program's & services and accomplishments.  
Increase community interactivity & engagement with the Authority via social media.

**ACTIVITIES**

	2023 Actual	2024 Actual	2025 Sep 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget	
	\$	\$	\$	\$	\$	\$	%
Communication and Marketing Services	\$ 59,249	\$ 85,859	\$ 64,814	\$ 110,908	\$ 113,863	\$ 2,955	3%
Leighton & Betty Brown Scholarship Trust Fund	2,000	1,000	1,000	1,000	1,000	-	0%
LPRCA Memorial Woodlot Services	7,518	10,651	8,781	10,503	10,801	297	3%
<b>TOTAL</b>	<b>\$ 68,768</b>	<b>\$ 97,510</b>	<b>\$ 74,595</b>	<b>\$ 122,411</b>	<b>\$ 125,663</b>	<b>\$ 3,252</b>	<b>2.66%</b>

**OBJECTS OF EXPENSES**

Staff Expenses - Note 1	\$ 55,673	\$ 76,675	\$ 59,900	\$ 87,161	\$ 94,313	\$ 7,152	8%
Staff Related Expenses	120	25	186	1,650	1,150	(500)	-30%
Materials and Supplies	8,078	5,235	6,793	11,300	10,650	(650)	-6%
Purchased Services	4,896	15,575	7,717	22,300	19,550	(2,750)	-12%
<b>TOTAL EXPENDITURES</b>	<b>\$ 68,768</b>	<b>\$ 97,510</b>	<b>\$ 74,595</b>	<b>\$ 122,411</b>	<b>\$ 125,663</b>	<b>\$ 3,252</b>	<b>2.66%</b>

**SOURCES OF REVENUE**

<b>Municipal Levy</b>	<b>\$ 130,277</b>	<b>\$ 128,299</b>	<b>\$ 86,746</b>	<b>\$ 115,661</b>	<b>\$ 117,663</b>	<b>\$ 2,002</b>	<b>1.73%</b>
Community Support - Note 2	12,197	12,714	7,826	6,750	8,000	1,250	19%
Contribution from/(to) Reserves	(73,706)	(43,503)	-	-	-	-	0%
<b>TOTAL REVENUE</b>	<b>\$ 68,768</b>	<b>\$ 97,510</b>	<b>\$ 94,572</b>	<b>\$ 122,411</b>	<b>\$ 125,663</b>	<b>\$ 3,252</b>	<b>2.66%</b>

**NOTES**

- COLA increase, 1 employee moving up the grid.
- Memorial Woodlot Donations of \$7,000 and the Leighton & Betty Brown Fund Interest for Scholarships of \$1,000.

**STAFFING LEVELS (FTE)**

2026	2025
1.05	1.08

**CHANGES IN SERVICES & ACTIVITY LEVELS**

Seasonal Support for Memorial Forest reduced from 0.08 to 0.05 FTE.

**STAFFING**

	TOTAL	DEPARTMENT FTE	2026	2025	2024
Marketing & Social Media Associate	1.00	100%	1.00	1.00	1.00
Seasonal Support	0.00	5%	0.05	0.08	0.08
	1.00		1.05	1.08	1.08

**LONG POINT REGION CONSERVATION AUTHORITY  
2026 DRAFT BUDGET  
BACKUS HERITAGE AND EDUCATION SERVICES**

PROGRAM NAME	LINKS TO STRATEGIC PLAN
BACKUS HERITAGE AND EDUCATION SERVICES	<b>Strategic Directions</b> #2 Deliver Exceptional Services & Experiences #4 Organizational Excellence
PROGRAM MANAGER	Action Plan
Judy Maxwell	Deliver student Outdoor Education & Heritage Programs. Collection Management project continuation. Grand opening for the Davidson Decoy Gallery.

	2023 Actual	2024 Actual	2025 Sep 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget	
ACTIVITIES	\$	\$	\$	\$	\$	\$	%
Education Centre	\$ 44,470	\$ 32,021	\$ 48,426	\$ 43,416	\$ 46,894	\$ 3,478	8%
Educational and Interactive Program Services	62,159	65,176	45,944	106,782	106,364	(417)	0%
<b>Heritage Village and Historical Services*</b>	132,820	160,144	117,496	184,549	175,546	(9,004)	-5%
Tourism Relief Fund Ed Centre Reno	26,886	-	-	-	-	-	0%
Amortization	50,803	53,010	-	-	-	-	0%
	<b>\$ 317,138</b>	<b>\$ 310,351</b>	<b>\$ 211,866</b>	<b>\$ 334,746</b>	<b>\$ 328,803</b>	<b>\$ (5,943)</b>	<b>-1.78%</b>

**OBJECTS OF EXPENSES**

Staff Expenses - Note 1	\$ 209,018	\$ 212,406	\$ 150,943	\$ 260,204	\$ 248,916	\$ (11,289)	-4%
Staff Related Expenses	500	441	176	1,550	1,550	-	0%
Materials and Supplies	15,242	8,102	10,422	13,731	16,707	2,976	22%
Purchased Services	41,575	36,391	50,326	59,261	61,631	2,370	4%
Amortization	50,803	53,010	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 317,138</b>	<b>\$ 310,351</b>	<b>\$ 211,866</b>	<b>\$ 334,746</b>	<b>\$ 328,803</b>	<b>\$ (5,943)</b>	<b>-1.78%</b>

**SOURCES OF REVENUE**

0.00

<b>Municipal Levy</b>	<b>\$ 150,426</b>	<b>\$ 5,582</b>	<b>\$ 2,959</b>	<b>\$ 3,945</b>	<b>\$ 6,402</b>	<b>\$ 2,457</b>	<b>62%</b>
Provincial Funding-Student programs	2,155	7,949	7,133	4,500	4,500	-	0%
Federal Funding - COVID-19 Funding	34,963	-	-	-	-	-	0%
User Fees - Educational non contract programs	180	775	8,402	1,000	1,000	-	0%
User Fees - Heritage non contract programs	11,050	12,953	3,899	5,108	5,108	-	0%
Community Support - Note 2	165,454	126,865	133,197	191,727	190,148	(1,579)	-1%
Contribution from (to) Reserves	(47,090)	156,227	-	-	-	-	0%
Transfer from/(to) Current Year Surplus - Note 3	-	-	-	128,466	121,646	(6,821)	0%
<b>TOTAL REVENUE</b>	<b>\$ 317,138</b>	<b>\$ 310,351</b>	<b>\$ 155,590</b>	<b>\$ 334,746</b>	<b>\$ 328,803</b>	<b>\$ (5,943)</b>	<b>-1.78%</b>

**NOTES**

\* Category 3 programs and services funded by current year surplus transfer.

- COLA increase, 3 staff moving up the grid.
- Community support revenue includes the interest from the endowment fund of \$100,000 and the contracts with the school boards is \$86,052.
- Transfer from user fee programs & services to fund Heritage programs of \$128,646.

**STAFFING LEVELS (FTE)**

2026	2025
3.29	3.10

**CHANGES IN SERVICES & ACTIVITY LEVELS**

Superintendent of CA's reduced from 0.25 to 0.00 FTE.  
Manager of Operations added to 0.13 FTE.  
Outdoor Education Student increased to 0.31 from 0.04 FTE.

Staffing	TOTAL	DEPARTMENT FTE	2026	2025	2024
Manager of Operations	0.0	13%	0.13	0.20	0.00
Superintendent of Conservation Areas	0.0	0%	0.00	0.00	0.25
Curator	1.0	96%	0.96	0.96	0.90
Heritage Programmer	1.0	85%	0.85	0.85	0.81
Outdoor Educator	1.0	50%	0.50	0.50	0.50
Workshop Supervisor	0.0	5%	0.05	0.05	0.05
Heritage Program Students (2)	2.0	50%	0.50	0.50	0.50
Outdoor Education Student	1.0	31%	0.31	0.04	0.04
	6.00		3.29	3.10	3.05

**LONG POINT REGION CONSERVATION AUTHORITY  
2026 DRAFT BUDGET  
CONSERVATION PARKS MANAGEMENT SERVICES**

PROGRAM NAME	LINKS TO STRATEGIC PLAN
CONSERVATION PARKS MANAGEMENT SERVICES	<u>Strategic Directions</u> #2 Deliver Exceptional Services & Experiences #4 Organizational Excellence
PROGRAM MANAGER	Action Plan
Judy Maxwell	Continue to provide visitors and campers exceptional experiences. Backus CA Playground Equipment installation. Haldimand CA Playground Equipment installation.

	2023 Actual	2024 Actual	2025 Sep 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget	
	\$	\$	\$	\$	\$	\$	%
<b>ACTIVITIES</b>							
Backus Conservation Area Services	\$ 372,989	\$ 383,764	\$ 333,095	\$ 357,572	\$ 397,201	\$ 39,629	11%
Norfolk Conservation Park Services	305,692	327,605	262,918	368,256	386,911	18,655	5%
Deer Creek Conservation Park Services	217,232	210,339	184,394	224,186	255,340	31,155	14%
Haldimand Conservation Park Services	310,449	366,968	332,445	391,569	424,452	32,883	8%
Waterford North Conservation Park Services	314,831	353,731	268,938	372,391	400,886	28,495	8%
Amortization	104,605	83,304	-	-	-	-	0%
	<b>\$ 1,625,798</b>	<b>\$ 1,725,711</b>	<b>\$ 1,381,791</b>	<b>\$ 1,713,973</b>	<b>\$ 1,864,790</b>	<b>\$ 150,817</b>	<b>8.80%</b>

<b>OBJECTS OF EXPENSES</b>							
Staff Expenses - Note 1	\$ 843,881	\$ 937,718	\$ 761,014	\$ 1,022,117	\$ 1,117,434	\$ 95,317	9%
Staff Related Expenses	4,072	4,302	3,774	6,075	5,925	(150)	-2%
Materials and Supplies	94,155	84,090	122,567	76,125	116,375	40,250	53%
Purchased Services	556,360	592,571	470,710	584,931	601,831	16,900	3%
Equipment - Note 2	22,725	23,725	23,725	24,725	23,225	(1,500)	-6%
Amortization	104,605	83,304	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,625,798</b>	<b>\$ 1,725,711</b>	<b>\$ 1,381,791</b>	<b>\$ 1,713,973</b>	<b>\$ 1,864,790</b>	<b>\$ 150,817</b>	<b>8.80%</b>

<b>SOURCES OF REVENUE</b>							
Municipal Levy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
User Fees - Note 3	2,034,057	2,152,252	2,155,464	2,025,200	2,147,550	122,350	6.0%
Provincial Funding-Student programs	10,510	-	2,408	-	-	-	0
Contribution from (to) Reserves	(418,769)	(426,541)	-	-	-	-	0%
Transfer from/(to) Current Year Surplus - Note 4	-	-	-	(260,472)	(282,760)	(22,288)	9%
<b>TOTAL REVENUE</b>	<b>\$ 1,625,798</b>	<b>\$ 1,725,711</b>	<b>\$ 2,157,872</b>	<b>\$ 1,764,728</b>	<b>\$ 1,864,790</b>	<b>\$ 100,062</b>	<b>5.67%</b>
<b>SURPLUS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 776,081</b>	<b>\$ 50,755</b>	<b>\$ (0)</b>	<b>\$ (50,755)</b>	<b>-100.00%</b>

**NOTES**

- COLA increase, and grid movement.
- Equipment charges for CAMIS reservation system and hardware increasing to \$23,225.
- Camping revenues budgeted to increasing 6.0% to reflect fee increase and projected usage.
- Transfer to Healthy Watershed Services (\$30,238), Backus Heritage (\$121,646) and Corporate Services (\$130,877).

STAFFING LEVELS (FTE)	CHANGES IN SERVICES & ACTIVITY LEVELS
<b>2026</b> 15.99	<b>2025</b> 15.69
	Manager of Operations 0.35FTE from 0.40 FTE. Superintendent of CA's increased to 0.73 fro 0.69 FTE. Workshop Supervisor added 0.25 FTE.

FTE	TOTAL	DEPARTMENT FTE	2026	2025	2024
Manager of Operations	1.00	35%	0.35	0.40	0.50
Superintendent of Conservation Areas	1.00	73%	0.73	0.69	0.58
Deer Creek Supervisor and Assistant (2)	2.00	108%	1.08	1.08	1.08
Deer Creek summer/students (2)	3.00	104%	1.04	1.04	1.04
Backus Supervisor and Assistant (2)	2.00	108%	1.08	1.08	1.08
Backus summer/students (2)	10.00	258%	2.58	2.58	2.58
Norfolk Supervisor and Assistant (2)	2.00	108%	1.08	1.08	1.08
Norfolk summer/students (4)	4.00	144%	1.44	1.44	1.44
Haldimand Supervisor and Assistant (2)	2.00	108%	1.08	1.08	1.21
Haldimand summer/students (4)	4.00	144%	1.44	1.44	1.44
Waterford Supervisor and Assistant (2)	2.00	108%	1.08	1.08	1.08
Waterford summer/students (3)	5.00	173%	1.73	1.73	1.73
Workshop Supervisor	0.00	25%	0.25	0.00	0.00
Seasonal Support (4)	0.00	105%	1.05	0.98	1.15
	38.00		15.99	15.69	15.97

**CONSERVATION AREA FEE SCHEDULE**  
**Backus, Deer Creek, Haldimand, Norfolk and Waterford North**

	2021 HST included	2022 HST included	2023 HST included	2024 HST included	2025 HST included	Draft 2026 HST included	Draft increase %
<b>DAY USE FEES</b>							
Walk-in (under 12 free)	\$6.00	\$6.00	\$6.00	\$6.00	\$7.00	<b>\$7.00</b>	0.00%
Vehicle	\$15.00	\$15.00	\$15.00	\$15.00	\$16.00	<b>\$16.00</b>	0.00%
Motorcycle	\$9.00	\$9.00	\$9.00	\$9.00	\$10.00	<b>\$10.00</b>	0.00%
Season Vehicle Day Pass	\$95.00	\$95.00	\$100.00	\$100.00	\$110.00	<b>\$110.00</b>	0.00%
Season Vehicle Pass Replacement	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<b>\$10.00</b>	0.00%
Mini Bus	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	<b>\$55.00</b>	0.00%
Bus	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	<b>\$120.00</b>	0.00%
Operator Permit Fee - Annual	\$350.00	\$350.00	\$375.00	\$375.00	\$375.00	<b>\$375.00</b>	0.00%
Operator Customer Fee - per person	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00	<b>\$4.00</b>	0.00%
Picnic Site					\$32.00	<b>\$32.00</b>	0.00%
<b>CAMPING FEES</b>							
<u>Per Night</u>							
Unserviced*	\$38.00	\$38.00	\$40.00	\$41.00	\$42.00	<b>\$43.00</b>	2.38%
With Hydro & Water 15 amp*	\$50.00	\$50.00	\$53.00	\$55.00	\$57.00	<b>\$58.50</b>	2.63%
With Hydro & Water 30 amp*	\$59.00	\$59.00	\$60.00	\$63.00	\$65.00	<b>\$66.50</b>	2.31%
With Hydro, Water & Sewer 15 amp*	\$61.00	\$61.00	\$64.00	\$66.00	\$69.00	<b>\$70.50</b>	2.17%
With Hydro, Water & Sewer 30 amp*	\$70.00	\$70.00	\$70.00	\$73.00	\$76.00	<b>\$78.00</b>	2.63%
<i>*20% discount for overnight camping for seniors &amp; the disabled. Must show senior or disability permit.</i>							
<u>Cabin Rental Per Night</u>							
Cabin 900 A (Backus only)	\$60.00	\$60.00	\$65.00	\$70.00	\$73.00	<b>\$75.00</b>	2.74%
Cabin 901 D (Backus only)	\$105.00	\$105.00	\$110.00	\$115.00	\$120.00	<b>\$120.00</b>	0.00%
Cabin (New Backus)					\$0.00	<b>\$150.00</b>	0.00%
<u>Per Week</u>							
Unserviced	\$225.00	\$225.00	\$240.00	\$246.00	\$252.00	<b>\$258.00</b>	2.38%
With Hydro & Water 15 amp	\$305.00	\$305.00	\$318.00	\$330.00	\$342.00	<b>\$351.00</b>	2.63%
With Hydro & Water 30 amp	\$350.00	\$350.00	\$360.00	\$378.00	\$390.00	<b>\$399.00</b>	2.31%
With Hydro, Water & Sewer 15 amp	\$368.00	\$368.00	\$384.00	\$396.00	\$414.00	<b>\$423.00</b>	2.17%
With Hydro, Water & Sewer 30 amp	\$415.00	\$415.00	\$420.00	\$438.00	\$456.00	<b>\$468.00</b>	2.63%
<u>Cabin Rental Per Week</u>							
Cabin 900 A (Backus only)	\$360.00	\$360.00	\$360.00	\$385.00	\$400.00	<b>\$412.50</b>	3.13%
Cabin 901 D (Backus only)	\$630.00	\$630.00	\$630.00	\$635.00	\$660.00	<b>\$660.00</b>	0.00%
Cabin (New Backus)						<b>\$825.00</b>	0.00%
<u>Per Month</u>							
Unserviced	\$675.00	\$675.00	\$720.00	\$738.00	\$756.00	<b>\$774.00</b>	2.38%
With Hydro & Water 15 amp	\$915.00	\$915.00	\$954.00	\$990.00	\$1,026.00	<b>\$1,053.00</b>	2.63%
With Hydro & Water 30 amp	\$1,050.00	\$1,050.00	\$1,080.00	\$1,134.00	\$1,170.00	<b>\$1,197.00</b>	2.31%
With Hydro, Water & Sewer 15 amp	\$1,100.00	\$1,100.00	\$1,152.00	\$1,188.00	\$1,242.00	<b>\$1,269.00</b>	2.17%
With Hydro, Water & Sewer 30 amp	\$1,240.00	\$1,240.00	\$1,260.00	\$1,314.00	\$1,368.00	<b>\$1,404.00</b>	2.63%
<u>Per Season</u>							
Unserviced	\$1,770.00	N/A	N/A	N/A	N/A		
With Hydro & Water 15 amp	\$2,520.00	\$2,570.00	\$2,623.50	\$2,722.50	\$2,821.50	<b>\$2,895.00</b>	2.60%
With Hydro & Water 30 amp	\$2,785.00	\$2,840.00	\$2,970.00	\$3,118.50	\$3,217.50	<b>\$3,290.00</b>	2.25%
With Hydro, Water & Sewer 15 amp	\$3,045.00	\$3,105.00	\$3,168.00	\$3,267.00	\$3,415.50	<b>\$3,490.00</b>	2.18%
With Hydro, Water & Sewer 30 amp	\$3,285.00	\$3,350.00	\$3,465.00	\$3,613.50	\$3,762.00	<b>\$3,860.00</b>	2.60%
Premium & 30 amp	\$3,360.00	\$3,430.00	\$3,565.00	\$3,740.00	\$3,925.00	<b>\$4,025.00</b>	2.55%
Premium Sewer & 30 amp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$4,310.00</b>	0.00%
2nd Season Vehicle Day Pass	\$55.00	\$55.00	\$60.00	\$60.00	\$60.00	<b>\$65.00</b>	8.33%
Exterior Fridge (Seasonal)	\$300.00	\$300.00	\$325.00	\$335.00	\$335.00	<b>\$335.00</b>	0.00%
Seasonal Camper Late Payment Fee				\$75.00	\$75.00	<b>\$75.00</b>	0.00%

**CONSERVATION AREA FEE SCHEDULE**  
**Backus, Deer Creek, Haldimand, Norfolk and Waterford North**

	2021 HST included	2022 HST included	2023 HST included	Draft 2024 HST included	Draft 2025 HST included	Draft 2026 HST included	Draft increase %
<b>Group Camping</b>							
Group Camping Tents Only							
Group Camping (per night)	\$55.00	\$55.00	\$60.00	\$60.00	\$65.00	<b>\$65.00</b>	0.00%
Group Camping (per person/night)	\$6.00	\$6.00	\$7.00	\$7.00	\$8.00	<b>\$8.00</b>	0.00%
Portable Toilet Rental					\$205.00	<b>\$205.00</b>	0.00%
<b>OTHER FEES</b>							
Reservation Fee - online	\$13.00	\$13.00	\$14.00	\$15.00	\$15.00	<b>\$16.00</b>	6.67%
Reservation Fee - by phone	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	<b>\$17.50</b>	16.67%
Cancellation/Change Fee	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	<b>\$16.00</b>	6.67%
2nd Vehicle Parking	\$12.00	\$12.00	\$13.00	\$13.00	\$13.00	<b>\$16.00</b>	23.08%
Pavilion	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	<b>\$75.00</b>	0.00%
Wood	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<b>\$10.00</b>	0.00%
Kindling	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	<b>\$5.00</b>	0.00%
Ice	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00	<b>\$4.00</b>	0.00%
Picnic Tables (per table per day)	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	<b>\$7.50</b>	25.00%
Bait / Worms	\$3.50	\$3.50	\$3.50	\$3.50	\$4.00	<b>\$4.00</b>	0.00%
Vendor permit	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	<b>\$60.00</b>	0.00%
Canoe/Kayak Rental - per hour	\$15.00	\$15.00	\$15.00	\$15.00	\$20.00	<b>\$20.00</b>	0.00%
- per 1/2 day (4 hours)	\$50.00	\$50.00	\$50.00	\$50.00	\$60.00	<b>\$60.00</b>	0.00%
Boat/Trailer Storage - off site	\$375.00	\$375.00	\$375.00	\$375.00	\$375.00	<b>\$375.00</b>	0.00%
Winter Trailer Storage/camp site	\$225.00	\$225.00	\$225.00	\$225.00	\$250.00	<b>\$250.00</b>	0.00%
Winter Storage Late Fee (per day)	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<b>\$10.00</b>	0.00%
<b>BACKUS HERITAGE CONSERVATION AREA</b>							
<b>Rentals</b>							
Church Rental	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	<b>\$0.00</b>	-100.00%
Ed. Centre Rentals							
- 1/2 day	\$240.00	\$240.00	\$240.00	\$240.00	\$247.00	<b>\$250.00</b>	1.21%
- full day Auditorium or Classroom	\$400.00	\$400.00	\$400.00	\$400.00	\$412.00	<b>\$425.00</b>	3.16%
- add for 2nd room	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	<b>\$75.00</b>	50.00%
<b>Photography</b>							
Photography Fee	\$75.00	\$75.00	\$75.00	\$75.00	\$100.00	<b>\$100.00</b>	0.00%
- includes entry for 2 passenger vehicles							
<b>Education Programming</b>							
- full day**			\$560.84	\$583.62	\$606.97	<b>\$625.18</b>	3.00%
- 1/2 day**			\$280.42	\$291.81	\$303.48	<b>\$312.59</b>	3.00%
<b>**Maximum 40 students per class per day.</b>							

**LONG POINT REGION CONSERVATION AUTHORITY  
2026 DRAFT BUDGET  
PUBLIC FOREST LAND MANAGEMENT SERVICES**

PROGRAM NAME	LINKS TO STRATEGIC PLAN
PUBLIC FOREST LAND MANAGEMENT SERVICES	<b>Strategic Directions</b> #1 Organizational Excellence #3 Support & Empower Our People
PROGRAM MANAGER	<b>Action Plan</b> Continue sustainable harvesting following 20-year FMP and the 5-year operating plan 2025 - 2030. Protection of SAR by continuing with Ecological Surveys. Complete prescriptions, tender marked forest tracts and monitor ongoing logging operations. Ongoing monitoring of the Spongy Month, Oak Wilt and HWA. Begin preparing the 2028 - 2037 MFTIP Forest Plan.
Judy Maxwell	

	2023 Actual	2024 Actual	2025 Sep 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget	
	\$	\$	\$	\$	\$	\$	%
<b>ACTIVITIES</b>							
General Forestry Management Services	\$ 242,968	\$ 230,695	\$ 152,255	\$ 247,378	\$ 326,511	\$ 79,133	32%
LPBLT - Upland Habitat Program	88,430	85,201	52,230	71,917	-	(71,917)	0%
Long Point Biosphere Reserve	12,639	42,859	-	-	-	-	0%
Invasive Species Centre	-	-	16,514	-	-	-	0%
ISAF - Upland/Lowland Habitat	-	-	44,454	-	-	-	0%
<b>\$ 344,037</b>	<b>\$ 358,754</b>	<b>\$ 265,454</b>	<b>\$ 319,295</b>	<b>\$ 326,511</b>	<b>\$ 7,216</b>	<b>2.26%</b>	

**OBJECTS OF EXPENSES**

Staff Expenses - Note 1	\$ 242,698	\$ 246,382	\$ 192,941	\$ 210,619	\$ 239,711	\$ 29,092	14%
Staff Related Expenses - Note 2	10,500	3,521	9,763	11,800	11,800	-	0%
Materials and Supplies	18,234	15,993	19,293	19,276	16,900	(2,376)	-12%
Purchased Services - Note 4	72,605	92,858	43,457	77,600	58,100	(19,500)	-25%
<b>TOTAL EXPENDITURES</b>	<b>\$ 344,037</b>	<b>\$ 358,754</b>	<b>\$ 265,454</b>	<b>\$ 319,295</b>	<b>\$ 326,511</b>	<b>\$ 7,216</b>	<b>2.26%</b>

**SOURCES OF REVENUE**

<b>Municipal Levy</b>	\$ -	\$ -	\$ -	\$ -	-	\$ -	0%
User Fees - Forest Revenue	332,157	316,722	346,858	310,000	310,000	-	0%
Community Support - Note 3	61,782	91,359	59,326	35,000	14,000	(21,000)	-60%
Contribution from (to) Reserves	(49,902)	(49,327)	-	-	2,511	2,511	0%
Transfer from/(to) Current Year Surplus - Note 5	-	-	-	(25,705)	-	25,705	-100%
<b>TOTAL REVENUE</b>	<b>\$ 344,037</b>	<b>\$ 358,754</b>	<b>\$ 406,184</b>	<b>\$ 319,295</b>	<b>\$ 326,511</b>	<b>\$ 7,216</b>	<b>2.26%</b>

**SURPLUS**

<b>\$ -</b>	<b>\$ -</b>	<b>\$ 140,730</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>0%</b>
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**NOTES**

1. COLA increase.
2. \$8,500 included for membership fees including the Eastern Ontario Model Forest Association.
3. Project Learning Tree Canada Grant Funding of \$14,000.
4. Subcontractors are: \$25,000 for ecological survey and \$5,000 for a Forestry Consultant.
5. Transfer from User Fee Reserve \$2,511.

**STAFFING LEVELS (FTE)**

2026	2025	CHANGES IN SERVICES & ACTIVITY LEVELS
2.00	1.79	Forestry Technician decreased from 0.94 to 0.50 FTE. Junior Forestry Technician added 0.42 FTE.

FTE	TOTAL	DEPARTMENT FTE	2026	2025	2024
Manager Conservation Land Services	0%	0.00	0%	0.00	0.20
Supervisor of Forestry	100%	1.00	74%	0.74	0.50
Lands & Waters Supervisor	0%	0.00	5%	0.05	0.00
Forestry Technician	100%	1.00	74%	0.74	0.94
Junior Forestry Technician	100%	1.00	42%	0.42	0.00
HWS Technician	0%	0.00	5%	0.05	0.00
Seasonal Staff	0%	0.00	1%	0.01	0.01
	3.00		2.00	1.79	1.65

**LONG POINT REGION CONSERVATION AUTHORITY  
2026 DRAFT BUDGET  
PRIVATE FOREST LAND MANAGEMENT SERVICES**

**PROGRAM NAME**

PRIVATE FOREST LAND MANAGEMENT SERVICES

**LINKS TO STRATEGIC PLAN****Strategic Directions**#2 Deliver Exceptional Services & Experiences  
#4 Organizational Excellence**PROGRAM MANAGER**

Leigh-Anne Mauthe

**Action Plan**Plant 40,000 trees on private and LPRCA owned properties.  
Complete tree survival monitoring and reporting.**ACTIVITIES**

	2023 Actual	2024 Actual	2025 Sep 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget	
	\$	\$	\$	\$	\$	\$	%
Private Property Tree Planting Services	\$ 93,155	\$ 92,203	\$ 67,242	\$ 134,582	\$ 149,603	\$ 15,021	11%
OPG Tree Planting Services	-	-	-	-	-	-	0%
LPB/OPG Long Term Tree Planting Services	6,420	684	-	-	10,000	10,000	0%
Trees for Roads	16,498	-	-	12,812	-	(12,812)	0%
<b>\$ 116,074</b>	<b>\$ 92,887</b>	<b>\$ 67,242</b>	<b>\$ 147,394</b>	<b>\$ 159,603</b>	<b>\$ 12,210</b>	<b>8.28%</b>	

**OBJECTS OF EXPENSES**

Staff Expenses - Note 1	\$ 47,254	\$ 45,933	\$ 31,274	\$ 35,494	\$ 47,878	\$ 12,384	35%
Staff Related Expenses	680	695	81	850	850	-	0%
Materials and Supplies - Note 2	47,144	18,760	15,965	69,650	66,975	(2,675)	-4%
Purchased Services - Note 3	20,995	27,498	19,923	41,400	43,900	2,500	6%
<b>TOTAL EXPENDITURES</b>	<b>\$ 116,074</b>	<b>\$ 92,887</b>	<b>\$ 67,242</b>	<b>\$ 147,394</b>	<b>\$ 159,603</b>	<b>\$ 12,210</b>	<b>8.28%</b>

**SOURCES OF REVENUE**

<b>Municipal Levy</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
User Fees - Note 4	40,763	67,776	48,466	106,582	119,603	13,021	12%
Community Support - Note 5	71,505	29,170	25,069	40,812	40,000	(812)	-2%
Contribution from (to) Reserves	3,805	(4,059.08)	-	-	-	-	0%
<b>TOTAL REVENUE</b>	<b>\$ 116,074</b>	<b>\$ 92,887</b>	<b>\$ 73,535</b>	<b>\$ 147,394</b>	<b>\$ 159,603</b>	<b>\$ 12,210</b>	<b>8.28%</b>

**NOTES**

1. COLA increase, one staff moving up grid.
2. Nursery stock of \$64,000.
3. Subcontractors expense for the tree planting of \$64,000 and motorpool expenses of \$11,000.
4. User fees are private property tree planting funding from Forest Ontario.
5. Community Support is fees charged to landowners, trees for roads program and grant funding.

**STAFFING LEVELS (FTE)**

2026	2025
0.38	0.64

**CHANGES IN SERVICES & ACTIVITY LEVELS**Lands & Waters Supervisor decreased 0.16 FTE to grant funded program.  
HWS Technician decreased to 0.10 FTE from 0.42 FTE.

FTE	TOTAL	DEPARTMENT FTE	2026	2025	2024
Lands & Waters Supervisor	0.00	24%	0.17	0.16	0.32
HWS Technician	0.00	3%	0.15	0.42	0.03
Support Staff	0.00	6%	0.06	0.06	0.06
	0.00		0.38	0.64	0.41

**LONG POINT REGION CONSERVATION AUTHORITY**  
**2026 DRAFT BUDGET**  
**Maintenance Operations Services**

PROGRAM NAME	LINKS TO STRATEGIC PLAN
Maintenance Operations Services	<b>Strategic Directions</b> #2 Deliver Exceptional Services & Experiences #4 Organizational Excellence
PROGRAM MANAGER	Action Plan
Saifur Rahman	Support operations for parks, parkettes, flood control structures, forestry and motor pool. Maintain the equipment and vehicles for the Authority. Facilitate the deliver and completion of capital projects.

	2023 Actual	2024 Actual	2025 Sep 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget	
	\$	\$	\$	\$	\$	\$	%
<b>ACTIVITIES</b>							
General Facility Maintenance Services	\$ 208,384	\$ 185,450	\$ 141,989	\$ 196,854	\$ 188,482	\$ (8,372)	-4%
Motor Pool Services	177,043	173,224	132,899	211,044	262,980	51,936	25%
Amortization	69,194	126,688	-	-	-	-	0%
	<b>\$ 454,620</b>	<b>\$ 485,362</b>	<b>\$ 274,888</b>	<b>\$ 407,898</b>	<b>\$ 451,462</b>	<b>\$ 43,564</b>	<b>10.68%</b>

**OBJECTS OF EXPENSES**

Staff Expenses- Note 1	\$ 195,584	\$ 188,306	\$ 156,256	\$ 225,548	\$ 252,483	\$ 26,935	12%
Staff Related Expenses	3,803	4,046	3,887	3,600	3,600	-	0%
Materials and Supplies - Note 2	93,084	89,487	56,919	90,300	101,929	11,629	13%
Purchased Services	92,955	76,835	57,826	88,450	93,450	5,000	6%
Amortization	69,194	126,688	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 454,620</b>	<b>\$ 485,362</b>	<b>\$ 274,888</b>	<b>\$ 407,898</b>	<b>\$ 451,462</b>	<b>\$ 43,564</b>	<b>10.68%</b>

**SOURCES OF REVENUE**

	\$ -						
<b>Municipal Levy</b>	<b>\$ 197,722</b>	<b>\$ 227,039</b>	<b>\$ 120,898</b>	<b>\$ 161,198</b>	<b>\$ 188,482</b>	<b>\$ 27,284</b>	<b>17%</b>
User Fees - Note 3	390,427	417,434	315,571	418,700	419,980	1,280	0%
Contribution from (to) Reserves	(133,529)	(159,111)	-	-	-	-	0%
<b>TOTAL REVENUE</b>	<b>\$ 454,620</b>	<b>\$ 485,362</b>	<b>\$ 436,470</b>	<b>\$ 579,898</b>	<b>\$ 608,462</b>	<b>\$ 28,564</b>	<b>4.93%</b>
<b>SURPLUS - Note 4</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 172,000</b>	<b>\$ 157,000</b>	<b>\$ -</b>	<b>34.78%</b>

**NOTES**

- COLA increase, 1 staff moving up the grid.
- Fuel, Diesel and motor pool repairs.
- Motor Pool revenues of \$418,700.
- 2025 Capital Budget includes the acquisition of \$172,000 equipment & vehicles.

**STAFFING LEVELS (FTE)**

2026	2025
2.06	2.15

**CHANGES IN SERVICES & ACTIVITY LEVELS**

Manager of Engineering and Infrastructure reduced to 0.10 FTE from 0.25 FTE allocation.  
Workshop Technician increased from 0.75 FTE to 0.80 FTE.

STAFFING	TOTAL	DEPARTMENT FTE	2026	2025	2024
Manager of Operations	0.00	15%	0.15	0.00	0.00
Manager of Engineering & Infrastructure	0.00	25%	0.08	0.10	0.20
Workshop Technician	1.00	75%	0.78	0.8	0.69
Workshop Supervisor	1.00	85%	0.65	0.85	0.85
Support Staff	0.00	35%	0.40	0.40	0.35
	2.00		2.06	2.15	2.09

**LONG POINT REGION CONSERVATION AUTHORITY**  
**2026 DRAFT BUDGET**  
**CORPORATE SERVICES**

PROGRAM NAME	LINKS TO STRATEGIC PLAN
CORPORATE SERVICES	<b>Strategic Directions</b> #2 Deliver Exceptional Services & Experiences #3 Support & Empower Our People #4 Organizational Excellence  <b>Action Plan</b> Provide accounting, administrative, finance, human resources and payroll services. Review and update Corporate policies.
PROGRAM MANAGER	
Aaron LeDuc	

	2023 Actual	2024 Actual	2025 Sep 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget	
	\$	\$	\$	\$	\$	\$	%
<b>ACTIVITIES</b>							
LPRCA Board	\$ 66,652	\$ 63,299	\$ 58,248	\$ 70,122	\$ 70,906	\$ 784	1%
Corporate / IT Services	1,164,454	1,211,167	816,726	1,123,203	1,157,191	33,988	3%
Amortization	10,317	7,669	-	-	-	-	0%
	<b>\$ 1,241,423</b>	<b>\$ 1,282,135</b>	<b>\$ 874,974</b>	<b>\$ 1,193,325</b>	<b>\$ 1,228,097</b>	<b>\$ 34,772</b>	<b>2.91%</b>

**OBJECTS OF EXPENSES**

Staff Expenses - Note 1	\$ 678,969	\$ 814,174	\$ 502,445	\$ 711,678	\$ 758,719	\$ 47,041	7%
Staff Related Expenses	12,867	10,810	7,271	14,600	12,600	(2,000)	-14%
Materials and Supplies	10,472	7,366	7,681	10,300	10,400	100	1%
Purchased Services - Note 2	451,055	363,226	285,343	368,125	356,972	(11,153)	-3%
Equipment	11,091	15,590	13,986	18,500	18,500	-	0%
Other	66,652	63,299	58,248	70,122	70,906	784	1%
Amortization	10,317	7,669	-	-	-	-	0%
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,241,423</b>	<b>\$ 1,282,135</b>	<b>\$ 874,974</b>	<b>\$ 1,193,325</b>	<b>\$ 1,228,097</b>	<b>\$ 34,772</b>	<b>2.91%</b>

**SOURCES OF REVENUE**

<b>Municipal Levy</b>	<b>\$ 726,699</b>	<b>\$ 830,348</b>	<b>\$ 613,242</b>	<b>\$ 817,656</b>	<b>\$ 710,610</b>	<b>\$ (107,046)</b>	<b>-13%</b>
User Fees - Note 3	10,555	14,421	10,206	13,650	14,000	350	3%
Community Support - Note 4	325,986	345,443	409,419	233,850	235,950	2,100	1%
Interest on Investments	23,813	33,769	-	-	-	-	0%
Gain on Sale of Assets	11,271	-	15,328	-	-	-	0%
Contribution from (to) Reserves - Note 6	143,098	58,155	-	-	136,660	136,660	0%
Transfer from/(to) Current Year Surplus - Note 5	-	-	-	128,168	130,877	2,708	2%
<b>TOTAL REVENUE</b>	<b>\$ 1,241,423</b>	<b>\$ 1,282,135</b>	<b>\$ 1,048,195</b>	<b>\$ 1,193,325</b>	<b>\$ 1,228,097</b>	<b>\$ 34,772</b>	<b>2.91%</b>

**NOTES**

- COLA increase, three staff moving up the grid.
- Includes the lease of the administration office space \$119,725.
- Rental of office space \$14,000.
- Gas lease revenue of \$2,000, water irrigation permit fee of \$1,100, interest revenue \$200,250 and endowment interest of \$20,000 to cover overhead, taxes and insurance for Backus Education Center.
- The transfer from current year surplus user fee departments is \$130,877.
- Transfer from reserves \$136,660.

**STAFFING LEVELS (FTE)**

2026	2025
5.92	5.92

**CHANGES IN SERVICES & ACTIVITY LEVELS**

Project Consultant reduced to 0.0 FTE from 0.4 FTE.
Special Projects reduced to 0.0 FTE from 0.25 FTE.

STAFFING	TOTAL	DEPARTMENT FTE	2026	2025	2024
General Manager	1.00	99%	0.99	0.99	0.99
Manager of Corporate Services	1.00	100%	1.00	1.00	1.00
Accounting Clerk (2)	2.00	190%	1.90	1.90	1.90
HR Associate/Receptionist	1.00	100%	1.00	1.00	1.00
Receptionist	1.00	100%	1.00	1.00	1.00
Project Consultant	0.00	0%	0.00	0.00	0.40
Special Projects	0.00	0%	0.00	0.00	0.25
Seasonal Support Staff	0.00	3%	0.03	0.03	0.02
	6.00		5.92	5.92	6.56

**LONG POINT REGION CONSERVATION AUTHORITY**  
**CORPORATE SERVICES FEE SCHEDULE**

**CORPORATE SERVICES**

Hold Harmless Agreements for research or events  
Irrigation Access Permits within Conservation Authority owned properties

Draft 2026  
before HST

**\$45.13**  
**\$1,000.00**

# 315 Capital Budget Summary 2026

Long Point Region Conservation Authorit  
One Year (2026) Draft Capital Budget

CAPITAL PROJECTS 2026	General Levy	Special Levy	Provincial Funding	Endowment Funding	Unrestricted Reserves	User Fee Reserve	Prior Year Capital Levy	In-Year Surplus	Total
<b>Watershed Services</b>									
Flood Control Structure Repairs and Studies	100,000	260,000	75,000						435,000
Nanticoke Creek Flood Hazard Mapping			25,000				25,000		50,000
Upper Big Creek Flood and Erosion Hazard Mapping			35,000				35,000		70,000
<b>Conservation Authority Lands</b>									
Property Gates	5,000								5,000
Signage Project	6,000								6,000
Parking Lots and Fencing Upgrades	14,000								14,000
Building Demolitions	17,000								17,000
<b>Backus Heritage and Education Services</b>									
Backus Mill Structural Review							14,500		14,500
<b>Conservation Parks Management Services</b>									
Campground Washroom Upgrades							18,000		18,000
Waterford North Premium Site Additions							12,500		12,500
Backus CA Playground Equipment					83,280				83,280
Haldimand CA Playground Equipment						56,575			56,575
Backus CA Barn/Workshop Replacement						190,000			190,000
Campground Cabin							27,600		27,600
Haldimand and Norfolk CA Water Upgrades							20,000		20,000
<b>Maintenance Operation Services</b>									
Workshop Lighting Upgrade							8,000		8,000
Vehicle Replacement (2 1/2 ton Pickup Truck)								118,000	118,000
Equipment Replacement (2 Riding Lawn Mowers)								39,000	39,000
<b>Corporate Services</b>									
Computer Upgrades	15,000								15,000
<b>Total</b>	<b>\$ 157,000</b>	<b>\$ 260,000</b>	<b>\$ 135,000</b>	<b>\$ -</b>	<b>\$ 83,280</b>	<b>\$ 246,575</b>	<b>\$ 160,600</b>	<b>\$ 157,000</b>	<b>\$ 1,199,455</b>

# Capital Budget Summary 2026-2030

## Long Point Region Conservation Authority FIVE YEAR DRAFT CAPITAL BUDGET 2026-2030 CORPORATE SUMMARY

### PROGRAMS AND PROJECTS

#### OBJECTS OF EXPENSES

	2026	2027	2028	2029	2030	Total
<u>Watershed Services</u>						
Flood Control Structure Repairs and Studies	435,000	885,500	2,085,000	1,085,000	250,000	\$4,740,500
Nanticoke Creek Flood Hazard Mapping	50,000					\$50,000
Upper Big Creek Flood and Erosion Hazard Mapping	70,000	50,000				\$120,000
<u>Conservation Authority Lands</u>						
Property Gates	5,000	5,000	5,000	5,000	5,000	\$25,000
Signage Project	6,000	6,000	6,000	6,000		\$24,000
Parking Lot and Fencing Upgrades	14,000					\$14,000
<u>Backus Heritage and Education Services</u>						
Building Demolitions	17,000					\$17,000
Backus Mill Structural Review	14,500					\$14,500
<u>Conservation Parks Management Services</u>						
Campgrounds Washroom Upgrades	18,000					\$18,000
Waterford North Premium Site Addition	12,500					\$12,500
Backus CA Playground Equipment	83,280					\$83,280
Haldimand Playground Equipment	56,575					\$56,575
Backus CA Barn/Workshop Replacement	190,000					\$190,000
Campgrounds Cabin Replacement	27,600					\$27,600
Campgrounds CA Water Upgrades	20,000	20,000	20,000	20,000	20,000	\$100,000
<u>Maintenance Operation Services</u>						
Vehicle Replacement (1 1500 pickup trucks)	118,000	59,000	59,000	59,000	59,000	\$354,000
Equipment Replacement (1 riding lawnmower)	39,000	19,000	19,000	19,000	19,000	\$115,000
Equipment Replacement (1 Tractor)				55,000		\$55,000
Workshop Lighting Upgrade	8,000					\$8,000
<u>Corporate Services</u>						
Computer Upgrades	15,000	12,500	12,500	12,500	12,500	\$65,000
	<b>\$ 1,199,455</b>	<b>\$ 1,057,000</b>	<b>\$ 2,206,500</b>	<b>\$ 1,261,500</b>	<b>\$ 365,500</b>	<b>\$ 6,089,955</b>

#### SOURCES OF REVENUE

<b>MUNICIPAL GENERAL LEVY - Capital</b>	<b>\$ 157,000</b>	<b>\$ 23,500</b>	<b>\$ 173,500</b>	<b>\$ 173,500</b>	<b>\$ 17,500</b>	<b>\$ 545,000</b>
<b>MUNICIPAL SPECIAL LEVY - Capital</b>	<b>\$ 260,000</b>	<b>\$ 885,500</b>	<b>\$ 1,635,000</b>	<b>\$ 735,000</b>	<b>\$ 250,000</b>	<b>\$ 3,765,500</b>
Grants - Provincial (MNR) (WECI/FHIMP/CWA)	\$ 135,000	\$ 25,000	\$ 300,000	\$ 200,000	\$ -	\$ 660,000
Endowment Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unrestricted Reserves	\$ 83,280	\$ -	\$ -	\$ -	\$ -	\$ 83,280
User Fee Reserve	\$ 246,575	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 326,575
Capital Levy Reserves	\$ 160,600	\$ 25,000	\$ -	\$ -	\$ -	\$ 185,600
Surplus - current year	\$ 157,000	\$ 78,000	\$ 78,000	\$ 133,000	\$ 78,000	\$ 524,000
	<b>\$ 1,199,455</b>	<b>\$ 1,057,000</b>	<b>\$ 2,206,500</b>	<b>\$ 1,261,500</b>	<b>\$ 365,500</b>	<b>\$ 6,089,955</b>

## Flood Control Structures Capital Summary 2026-2035

The Long Point Region Conservation Authority currently owns and operates 12 dams and water control structures within its watershed. Historically, these structures were constructed for a variety of reasons including water storage, flow augmentation, municipal and agricultural water sources, power generation and recreation. Many of these structures were constructed in the 1960s while others were constructed over 100 years ago.

In 2014 LPRCA hired Riggs Engineering to undertake a visual inspection of six structures. The structures identified and inspected were Backus Mill, Deer Creek, Hay Creek, Lehman, Norwich and Teeterville dams. The inspections identified a number of concerns with the structures relating to public safety and maintenance. As part of the inspection, corrective action and tasks were identified based on priority intervals of 1-2, 2-5 and 5-10 years. Dam Safety Reviews and Condition Assessments (DSR) have been completed for Vittoria, Teeterville, Backus Mill, Hay Creek, Norwich, and Deer Creek Dams. The DSR for Lehman Dam is currently being completed in 2025. Recommendations from the inspections along with the DSR have been incorporated into the Capital Plan for Dams.

Where possible, LPRCA staff applies for matching funds from the Water and Erosion Control Infrastructure (WECI) Program administered by the Ministry of Natural Resources. The WECI Program is competitive amongst all conservation authorities with a limited amount of funding allocated based on a priority scoring system.

## 2026 Flood Control Structures Capital Plan

The Long Point Region Conservation Authority currently owns and operates 12 dams and water control structures within the watershed. For 2026, LPRCA staff are proposing to complete the following:

### 1. **Deer Creek Dam** – Safety Boom Installation (\$100,000)

Design, supply and installation of a new permanent public safety boom upstream of the Deer Creek Dam, including onshore and in-water anchors. The boom will be designed to withstand year-round environmental conditions such as ice and debris loading and will meet the current Guidelines for Public Safety Around Dams (CDA 2011) and MNR *Lakes and Rivers Improvement Act* technical requirements to prevent public access and enhance operational safety.

### 2. **Sutton Dam** – Structure Removal and Site Restoration (\$160,000)

Implementation of the removal of remaining dam components, including the concrete foundation that supported the stoplogs, and the footbridge with its piers and abutments. The work will restore the river's natural flow, improve fish passage, and support long-term aquatic and riparian habitat restoration. It will also enhance public safety by eliminating deteriorated infrastructure, reduce structural risk, and improve climate resilience by returning the river to its natural state and supporting local biodiversity. This construction phase will follow the design which is underway and will complete the Sutton Dam decommissioning initiated in 2004.

**3. Vittoria Dam** – Implementation of 2024 Environmental Assessment Outcomes (\$175,000)  
 The Design Study to repair the concrete structure and to draw the reservoir down to the dam's control structure sill over a number of years and allow the area of the reservoir to naturalize. The Canada Water Agency (CWA) has committed \$645,000 over four years (2025-2029) for the design and implementation. The design study will proceed in 2026 with reservoir drawdown and dam decommissioning to follow in 2027 and 2028. The cost of the design study in 2026 is \$175,000 of which CWA will contribute \$75,000. Staff propose to apply for WECl funding assistance in 2026 for design study costs not covered by CWA.

## **LPRCA Flood Control Structures**

### **Backus Mill Dam**

The Backus Mill Dam was constructed to power a grist mill approximately 11 km north of Port Rowan on Dedrick Creek in Norfolk County. Historically the Dam was constructed to power a grist mill in the 1800's and continues to supply water to the historic mill and serves as a feature for the Backus Heritage Conservation Area. The Dam is a composite gravity dam with earthen embankments on either side and a concrete spillway with stoplogs for adjusting water levels.

The Riggs inspection identified the Dam to be in need of repairs to the bridge, spillway and embankment. A structural analysis and assessment of the timber bridge with respect to the Canadian Highway Bridge Design Code was completed. The bridge was reinforced for capacity requirements and curbs added for vehicular safety in 2016. Pedestrian railings around the bridge and dam were added in 2017/18 to protect the public from fall hazards.

Portions of the embankment were determined to be steep and over-steep with areas experiencing localized loss of material. Potential solutions included bringing in new material, re-grading the downstream slope to a 2H:1V inclination and installing French drains at the new toe of slope. This would require extending downstream wingwalls at the spillway to accommodate the re-graded 2H:1V inclination of the slope and extending the stilling basin to accommodate the re-graded slope. As required by the Ministry of Natural Resources (MNR) for such work, a Dam Safety Review was carried out in 2017. The Hazard Classification of the Dam is determined to be LOW; however, the Dam fails to pass the 100-year Inflow Design Flood and would be overtopped.

A Lakes and Rivers Improvement Act (LRIA) permit is required from MNR for the dam repairs. The LRIA application requires the Dam to be modified to pass the IDF (100-year flow) as part of the necessary embankment repairs. Design for the repairs was completed by Riggs Engineering in March 2019. The capacity of the dam will be increased by constructing a semi-circular weir upstream of the dam to control the discharge, removing the logs from the dam control structure, and regrading the road to provide for controlled overflow. Funding opportunities are being assessed with construction scheduled post-2027. To date, all repairs and designs have been co-funded by the WECl program and LPRCA general levy.

## **Brook Dam**

The Brook Dam is an earth fill dam which was built with three stop log sections. LPRCA purchased the property in 1972, and the dam has not been operated since 1980. A new railing at the bridge entrance was installed in 1994.

The dam was partially decommissioned in 2007 and although the dam is not operating anymore, the concrete structure still remains. A Dam Safety Study is included in the Capital Plan for 2031 to determine if a dam failure is still a risk to the downstream properties.

## **Deer Creek Dam**

The Dam was constructed on Deer Creek approximately 2.7 km north of the confluence with Big Creek in Norfolk County in the late 1960's. LPRCA constructed the Dam as a water storage area, an agricultural irrigation source, a recreational opportunity and feature for the adjacent Deer Creek Conservation Area, and to support Norfolk County Road 45 and its bridge over the watercourse and valley system. The Dam is a composite gravity dam with earthen embankments on either side and a concrete spillway. Stoplogs are included in the spillway for minor adjustment of water levels but are not actively operated due to inaccessibility and lack of need.

The 2014 inspection identified the Dam to be in relatively good condition. Noted by the inspection is an ongoing alkali-silica reaction across the majority of the dam's concrete. Alkali-silica reaction of concrete is between the cement paste and the aggregate that leads to swelling resulting in spalling, loss of strength, and potential failure. Concrete repair planned in 2020 and 2021 was not approved for WECl funding but proceeded in 2022 with Norfolk County funding. An application made to the WECl program again in 2022 was approved, reducing the cost to Norfolk County.

Additional items for further investigation and maintenance to ensure the structure's long-term health and performance include a video camera inspection of the toe drains. The safety fence was upgraded in 2018 to Ontario Building Code standards around hazards. The required Dam Safety Review, originally planned in 2020, was approved for WECl funding in 2024 and was completed in 2025.

## **Hay Creek Dam**

The Hay Creek Dam was originally constructed in 1967 by the Big Creek Conservation Authority approximately 4.5 km from Lake Erie. The dam was constructed as a water storage area, an agricultural irrigation source, a recreational opportunity and feature for the adjacent Hay Creek Conservation Area, and to support Port Ryerse Road and its bridge over the watercourse and valley system.

The Dam was identified by the Riggs Engineering inspection as a high priority structure requiring immediate attention. Specifically identified with the Dam was the disabling of the shear pin mechanism without prior approval from MNRF under LRIA. The shear pin mechanism was intended to release stop logs during flood flows to increase flow capacity and reduce the potential for overtopping of the Dam. In 2015/16 WECl co-funded a hydraulic study of the disabled shear pin mechanism. It was determined the flow capacity of the Dam was reduced and the structure would be overtopped during a 100-year flood. In response, the water level

was reduced to an appropriate level (now current level) that allows the structure to pass the 100-year flood with adequate freeboard.

Deterioration of downstream wingwalls was identified in the Riggs inspection as a priority concern. Potential causes of the issues related to the walls include a buildup of water behind the wingwalls and joint deterioration.

A Dam Safety Review and Condition Assessment was completed in 2018 to assess the overall condition of the Dam. The Hazard Classification was determined to be HIGH based on the potential loss of life due to flooding at one home downstream at Gilbert Road. However, Norfolk County enlarged the Gilbert Road culvert in 2023 at which time the hazard was reduced to LOW. The Dam Safety Review concluded that the downstream embankment does not meet the structural stability standards. A potential solution would include repairing the concrete, adding wicking behind the wingwalls to improve drainage, installing a sheet pile wall mid-way down the downstream slope to improve stability, and maintaining the lower water level as has been the case since 2016. The design study for the repairs is underway in 2024-25 with construction shown in the capital forecast for 2027.

Should LPRCA choose to explore abandonment or decommissioning of the dam in the long-term, an environmental assessment and consultation process will be required. At Norfolk County's request, the EA is shown in the capital forecast for 2028-29 to align with the County's bridge repair planning.

### **Lehman Dam**

Lehman Dam was constructed in 1964 downstream of the confluence of North and South Creek to provide a drinking water source for the Town of Delhi. Norfolk County no longer uses the Dam's reservoir as a municipal drinking water source. The reservoir continues to be used as an agricultural irrigation source and a conservation area feature.

The Dam and reservoir have been identified to be in relatively good condition by Riggs Engineering. Repairs to the fish ladder related to potential erosion were delayed in 2017 and proposed in 2018 with co-funding from WECl (unsuccessfully). These repairs were considered in 2019/2020 but are being postponed until the MTO gives direction to the culvert on Hwy. #3. Action and safety items identified to be addressed in 2-5 years, including replacing safety railings consistent with the Ontario Building Code were completed in 2023.

Discussions with Norfolk County staff and the Ministry of Transportation (MTO) have called into question the future of the Dam. New water supply wells east of Delhi have eliminated the need for the Dam and reservoir as a source for municipal water. An MTO culvert at the upper upstream limit of the reservoir is scheduled to be replaced. The backwater effects of the reservoir and future of the reservoir will likely impact the type of crossing constructed (bridge or culvert) and associated costs. An Environmental Assessment to consider the Dam's future is included in the Capital Plan in 2029. The required Dam Safety Review for Lehman Dam is underway in 2025 with funding assistance from the MNR WECl program.

### **Norwich Dam**

The Norwich Dam was originally constructed in the late 1960's by the Big Otter Conservation Authority approximately 103 km upstream from Lake Erie within the village of Norwich on Big Otter Creek. In 1971, the Dam came under the ownership of the LPRCA after the Big Creek

Region and Otter Creek Conservation Authorities merged. The Dam currently serves as a feature to the Norwich Conservation Area and has historically provided low flow augmentation.

The Dam has been identified to be in relatively good condition based on the inspection report. Additional action items identified to be addressed in 2-5 years include inspecting the downstream stilling basin for erosion; assessing the upstream embankment condition; and adding riprap protection as necessary. The safety fence around public hazards was upgraded in 2018 to Ontario Building Code standards. A new all-season permanent public safety boom was installed in February 2025 to enhance public safety. The boom was designed, supplied, and installed in accordance with the Canadian Dam Association (CDA) Guidelines for Public Safety Around Dams (2011) and MNR Lakes and Rivers Improvement Act technical requirements.

A Dam Safety Review and Condition Assessment, was completed in 2020 to assess the overall condition of the Dam. The Hazard Classification has been determined to be MEDIUM based on the potential property damage due to flooding downstream in the Town of Norwich. The Dam Safety Review concluded that the dam meets capacity standards and can pass the inflow design flood without overtopping. However, the dam does not meet the structural stability standard for winter ice loading conditions; the control structure will require anchoring or mass adding to meet this structural stability standard. Ice loading considerations and options for remediation will be investigated further.

The severe erosion on the upstream slope of the earth embankment was repaired in 2022 with WECl funding assistance. The dam safety review also recommends a number of small operator and public safety repairs.

### **Sutton Dam**

The Sutton Dam was reconstructed in 1960; at this time a new spillway section consisting of two log sections, 6 feet wide by 12 feet high, were built. The dam was partially decommissioned in 2005 by removing all of the stop logs and the flashboards. A design study is underway in 2025 to deal with the deteriorating structure and erosion issues at the dam, with implementation planned for 2026.

### **Teeterville Dam**

The Teeterville Dam was originally constructed in the early 1900's approximately 36 km from Lake Erie within the village of Teeterville, Norfolk County on Big Creek. In 1954, the structure and reservoir were purchased by the former Big Creek Conservation Authority. After taking ownership, the Big Creek Conservation Authority made modifications to the dam by adding stop logs to increase the reservoir level approximately 1.0 metre. The dam came under the ownership of LPRCA after the Big Creek Region and Otter Conservation Authorities merged in 1971. Norfolk County, LPRCA and privately-owned lands surround the dam and reservoir.

The structure was identified as a high priority structure based on its condition by the 2014 Riggs Engineering inspection. A Dam Safety Review and Condition Assessment was co-funded by WECl and completed by AECOM in 2016. The assessment determined the Dam does not meet stability requirements, the stilling basin is undermined and repairs are required to the concrete and operator bridge. The Dam was lowered to its winter operating level in October 2016 and will be maintained at its current level to reduce loading on the Dam and avoid the need for operator access on the unsafe bridge.

The current reduced operating level will not address the inadequate stability condition of the Dam. To address the instability, required portions of the Dam could potentially be anchored and/or mass added at a significant cost. A sediment management plan was completed in 2017 to facilitate LPRCA's options including following through on the necessary repairs or lowering the reservoir further.

In 2018/19 Stantec Engineering undertook a design to facilitate construction and obtain Lakes and Rivers Improvement Act (LRIA) approval from MNRF for the repairs. The work will improve global stability to meet dam safety standards and LRIA requirements, repair deteriorated concrete and provide operator access. The old bridge was removed from the top of the dam by Norfolk County in 2022.

Based on discussions with Norfolk County staff, an Environmental Assessment is underway with WECl funding assistance in 2024 and 2025 to consider options that include repair, modification, or decommissioning of the dam to meet long-term safety and stability requirements. The preferred alternative will be presented to the Board and Norfolk County Council in late 2025. Detailed design and permitting for the selected alternative identified through the Class Environmental Assessment (EA) is included in the Capital Plan in 2027.

## **Vittoria Dam**

Vittoria Dam was first constructed between 1805 and 1810 near the town of Vittoria, Norfolk County to power grist and saw mills. During its operation the dam was rebuilt a number of times due to failure and deterioration. In 1964 the Big Creek Region Conservation Authority commissioned the dam to be rebuilt at its present location approximately 5 km from Lake Erie on Youngs Creek. The Vittoria Dam is primarily comprised of an earthen berm and concrete structure with stoplogs to control water levels. The majority of the structural components of the dam are located within the road allowance of Mill Pond Road with the berm of Vittoria Dam providing a base for the road and concrete structure supporting the bridge deck.

In 2015 a Dam Safety Review was completed by AECOM and co-funded by WECl. The study identified minor, major and safety repairs, as well as the hazard classification, associated inflow/design flood and stability requirements.

AECOM identified the need for concrete repair on the wingwalls, piers, abutments and deck, as well as operator safety repairs and repairs/improvements on the approach road and deck. The operator safety repairs were completed in 2016.

The Dam Safety Review identified the Dam as a HIGH hazard classification structure based on the potential loss of life at the homes in the floodplain downstream. The high hazard classification sets out very clear and stringent requirements for stability and ability to pass higher design flows. Based on the Dam Safety Review, the structure fails to meet most of these requirements and requires major structural modifications including an emergency spillway to increase discharge capacity, concrete repairs and base anchoring to meet earthquake stability requirements.

An Environmental Assessment was initiated in 2023 to investigate options to repair, modify, abandon or decommission the Dam in consultation with the affected community and applicable government agencies. The approved option is to repair the concrete structure and to draw the

reservoir down to the dam's control structure sill over a number of years and allow the area of the reservoir to naturalize. The design study for the plan implementation was not approved for WECl funding in 2025. However, the Canada Water Agency (CWA) has committed \$645,000 over four years (2025-2028) for the design and implementation. The design study will proceed in 2026 with reservoir drawdown and dam decommissioning to follow in 2027 and 2028. Staff propose to apply for WECl funding assistance in 2026 for the remainder of the design study costs not covered by CWA.

### **Dam Safety Review**

A Dam Safety Review (DSR) is a comprehensive study of the dam and its associated components. The study determines important information such as the Hazard Classification, Inflow Design Flood, structural stability and condition of the dam, and operator safety. DSR's were completed for the Vittoria, Teeterville, Backus Mill, Hay Creek and Norwich Dams based on their assessment and condition. A DSR provides valuable information when determining the future of the dam, making LRIA applications and developing decommissioning plans. Dam Safety Reviews are required as part of the provincial Dam Safety Standards. MNR requires a completed Dam Safety Review accompany any application under the Lakes and River Improvement Act for dam works including most major structural repairs. Dam Safety Reviews are to be reviewed and updated every 10 years.

### **2026 – 2035 Capital Plan**

Costs to undertake the necessary repairs and studies for the LPRCA water control structures are forecast as outlined below in **Table A**. Costs are based on the best available information from the Dam Safety Review studies. Funding through the provincial WECl Program and other sources will be sought where possible.

Table A: 2026-2035 Capital Plan

Long Point Region Conservation Authority  
Table A: Capital Forecast Summary

Structure	Year											Total
	2026		2027	2028	2029	2030	2031	2032	2033	2034	2035	
	Repairs	Studies										
Backus Mill				\$ 55,000	\$ 735,000					\$125,000		\$915,000
Brooks							\$ 119,000		\$ 300,000			\$419,000
Deer Creek <sup>1</sup>	\$ 100,000			\$ 200,000							\$250,000	\$550,000
Hay Creek			\$ 410,000	\$ 150,000					\$ 100,000	\$512,000		\$1,172,000
Lehman					\$ 150,000		\$ 119,000	\$ 487,000				\$756,000
Norwich						\$ 150,000				\$125,000		\$275,000
Sutton <sup>2</sup>	\$ 160,000											\$160,000
Teeterville <sup>3</sup>			\$ 108,000	\$ 1,380,000							\$125,000	\$1,613,000
Vittoria <sup>4</sup>		\$ 175,000	\$ 367,500	\$ 300,000	\$ 200,000	\$ 100,000						\$1,142,500
Total– General	\$100,000	\$0	\$0	\$150,000	\$150,000	\$0	\$119,000	\$0	\$0	\$250,000	\$125,000	\$894,000
Total - Grant	\$0	\$75,000	\$0	\$300,000	\$200,000	\$0	\$0					\$575,000
Total– Special (Norfolk)	\$160,000	\$100,000	\$885,500	\$1,635,000	\$735,000	\$100,000	\$119,000	\$487,000	\$400,000	\$512,000	\$250,000	\$5,383,500
Total– Special (Norwich)	\$0	\$0	\$0	\$0	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$150,000
Total Cost	\$260,000	\$175,000	\$885,500	\$2,085,000	\$1,085,000	\$250,000	\$238,000	\$487,000	\$400,000	\$762,000	\$375,000	\$7,002,500

\*GL

GL

Grant Funding

Dam Safety Review

Environmental Assessment

\*SL

GL

Engineering

Safety / Routine Repair

SL (Norfolk)

SL (Norwich)

Major Repair

Major Repair

\* GL = General Levy  
\* SL = Special Benefitting Levy

Assumptions:

Costs are based on best available cost information for Repair options.

- <sup>1</sup>Deer Creek Dam

- Public Safety Boom.
- <sup>2</sup>Sutton Dam

- Removal of existing structure and remediation.
- <sup>3</sup>Teeterville Dam

- Class EA will be completed by March 31, 2026.
- <sup>4</sup>Vittoria Dam

- Engineered designed and implementation plan according to the Class EA to be funded by Norfolk County \$100,000 and Canada Water Agency \$75,000.

# Watershed Services Capital Project Detail Sheets

## 2026-2030 CAPITAL BUDGET FOR LPRCA CAPITAL PROJECT DETAIL SHEET

PROJECT NUMBER  
(use GL account #)

PROJECT NAME	PROJECT DESCRIPTION	
Flood Control Structures	Repairs and studies for various water control structures.	The Flood Control Structures 10-year Capital Summary 2026-2035 is presented in Table A: 2026-2035 Capital Plan Summary.
PROJECT MANAGER		
Saifur Rahman, Manager of Engineering and Infrastructure		

	2026 REPAIRS	2026 STUDIES	2027	2028	2029	2030	TOTAL
Backus Mill				\$ 55,000	\$ 735,000		\$ 790,000
Deer Creek - 4	\$ 100,000			\$ 200,000			\$ 300,000
Hay Creek			\$ 410,000	\$ 150,000			\$ 560,000
Lehman					\$ 150,000		\$ 150,000
Norwich						\$ 150,000	\$ 150,000
Teeterville - 1			\$ 108,000	\$ 1,380,000			\$ 1,488,000
Vittoria - 3		\$ 175,000	\$ 367,500	\$ 300,000	\$ 200,000	\$ 100,000	\$ 1,142,500
Big Creek Control Gate							\$ -
Brook							\$ -
Sutton - 2	\$ 160,000						\$ 160,000
Waterford Control Gate							\$ -
TOTALS	\$ 260,000	\$ 175,000	\$ 885,500	\$ 2,085,000	\$ 1,085,000	\$ 250,000	\$ 4,740,500

SOURCES OF FINANCING	2026 REPAIRS	2026 STUDIES	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital	\$ 100,000			\$ 150,000	\$ 150,000		\$ 400,000
SPECIAL LEVY	\$ 160,000	\$ 100,000	\$ 885,500	\$ 1,635,000	\$ 735,000	\$ 250,000	\$ 3,765,500
FEDERAL (CWA)		\$ 75,000		\$ 300,000	\$ 200,000		\$ 575,000
UNRESTRICTED RESERVE							\$ -
MOTOR POOL RESERVE							\$ -
USER FEE RESERVE							\$ -
PRIOR YEAR CAPITAL LEVY							\$ -
TOTALS	\$ 260,000	\$ 175,000	\$ 885,500	\$ 2,085,000	\$ 1,085,000	\$ 250,000	\$ 4,740,500

### NOTES

- Teeterville Dam:** Conservation Authority Class Environmental Assessment (Class EA) Year 2 of the project to investigate options to repair, modify, abandon or decommission the Dam in consultation with the affected community and applicable government agencies. This was an approved WECl project in 2024 for a total project of \$155,000. Finishes March 31, 2026
- Sutton Dam Structure Design and Removal:** The dam was decommissioned in 2005 by removing all of the stop logs and the flashboards. The remaining concrete is deteriorating. The engineered design plan for the removal of the structure and implementation plan will restore natural waterflow, improve fish migrations and revitalize habitat. There is a footbridge on top of the structure. The removal and remediation is to take place.
- Vittoria Dam:** Engineered design and implementation plan according to the Class EA to be funded by Norfolk County and the Canada Water Agency
- Deer Creek:** Public Safety Boom

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b> Nanticoke Creek Flood Hazard Mapping	<b>PROJECT DESCRIPTION</b> Complete 46 kms of engineering quality flood hazard mapping on Nanticoke Creek	<b>NEED FOR PROJECT</b> The existing mapping is from 1977. For the Planning Department and to inform Haldimand and Norfolk Counties of flood hazards in their jurisdiction.
<b>PROJECT MANAGER</b> Leigh-Mauthe, Manager of Watershed Services		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS	\$ 50,000					\$ 50,000
CONTRACTS						\$ -
MATERIALS AND SUPPLIES						\$ -
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL (FHIMP)	\$ 25,000					\$ 25,000
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE						\$ -
PRIOR YEAR CAPITAL LEVY	\$ 25,000					\$ 25,000
<b>TOTALS</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

**NOTES**

This project is approved by the Province for 50% funding under the Flood Hazard Identification and Mapping Program (FHIMP) and started in 2025.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b> Upper Big Creek Flood and Erosion Hazard Mapping	<b>PROJECT DESCRIPTION</b> Complete 32 kms of engineering quality flood and erosion hazard mapping on Big Creek	<b>NEED FOR PROJECT</b> No flood hazard mapping exists for Big Creek above Delhi. For the Planning Department to inform Brant County of flooding and erosion hazards in their jurisdiction.
<b>PROJECT MANAGER</b> Leigh-Mauthe, Manager of Watershed Services		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS	\$ 70,000	\$ 50,000				\$ 120,000
CONTRACTS						\$ -
MATERIALS AND SUPPLIES						\$ -
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 70,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL (FHIMP)	\$ 35,000	\$ 25,000				\$ 60,000
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
PRIOR YEAR CAPITAL LEVY	\$ 35,000	\$ 25,000				\$ 60,000
USER FEE RESERVE						\$ -
<b>TOTALS</b>	<b>\$ 70,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>

**NOTES**

This project is approved for 50% funding under the Flood Hazard Identification and Mapping Program (FHIMP) and will start in 2026.

# Conservation Authority Lands Capital Project Detail Sheets

## 2026-2030 CAPITAL BUDGET FOR LPRCA CAPITAL PROJECT DETAIL SHEET

PROJECT NUMBER  
(use GL account #)

<b>PROJECT NAME</b> Property Gates	<b>PROJECT DESCRIPTION</b> Build and install gates at forest tract entrances.	<b>NEED FOR PROJECT</b> Some of the LPRCA forest tracts are missing gates at the entrances. The placement of gates discourages ATV trespassing and garbage dumping. LPRCA would like to continue installing four gates a year.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 25,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
PRIOR YEAR CAPITAL LEVY						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE						\$ -
<b>TOTALS</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 25,000</b>

### NOTES

Gates are built and installed by the workshop staff.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b>	<b>PROJECT DESCRIPTION</b>	<b>NEED FOR PROJECT</b>
Signage project	Signs, posts and hardware for 24 prioritized properties	Signage is required for risk management. The project started in 2025 and 24 additional properties will be completed in 2026.
<b>PROJECT MANAGER</b>		
Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000		\$ 24,000
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ 24,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000		\$ 24,000
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE						\$ -
<b>TOTALS</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ 24,000</b>

**NOTES**

As a result of a risk management review for insurance purposes, there was a suggestion to add signage with disclaimers and information on LPRCA properties. Staff has identified 24 properties as a priority based on frequency of usage and activities.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b> Parking Lots and Fencing Upgrades	<b>PROJECT DESCRIPTION</b> Upgrade the parking lot and fencing at Brooks CA and Black Creek CA	<b>NEED FOR PROJECT</b> The parking lots at Brooks CA and Black Creek CA are in need of repair for visitor safety and enjoyment. Fencing along the river will also be installed at Brooks CA.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES	\$ 14,000					\$ 14,000
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 14,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital	\$ 14,000					\$ 14,000
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE						\$ -
<b>TOTALS</b>	<b>\$ 14,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,000</b>

**NOTES**

The work will be completed by the workshop staff. There would be gravel added to the parking lots. Fences would be added to areas to improve the safety along the river bank and the trail. Overgrown trees and shrubs will be removed in the parking lot area.

**2026-2030 CAPITAL BUDGET FOR LPRC  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b> Historic Site Building Demolitions	<b>PROJECT DESCRIPTION</b> Demolition of buildings in Historic Village	<b>NEED FOR PROJECT</b> Within the Heritage Site at Backus there are many buildings all in different physical conditions. A report was completed by an external consultant that identified structures and buildings that need to be demolished due to the physical conditions. These structures pose a staff and public safety hazard.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS	\$ 17,000					\$ 17,000
MATERIALS AND SUPPLIES						\$ -
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 17,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital	\$ 17,000					\$ 17,000
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE						\$ -
IN YEAR SURPLUS						\$ -
<b>TOTALS</b>	<b>\$ 17,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 17,000</b>

**NOTES**

The structures and buildings that were identified by Balan Engineering and PK Construction are: The Teeterville Baptist Church, the Drive Shed, the Vittoria Carriage Shop, the Shingle Mill, and the Treadmill Drag Saw.

# Backus Heritage and Education Services Capital Project Detail Sheets

## 2026-2030 CAPITAL BUDGET FOR LPRC CAPITAL PROJECT DETAIL SHEET

PROJECT NUMBER  
(use GL account #)

<b>PROJECT NAME</b> Backus Grist Mill Full Structural Review	<b>PROJECT DESCRIPTION</b> Backus Grist Mill Full Structural Review	<b>NEED FOR PROJECT</b> In 2025, a report was completed that identified many structural issues with the Backus Historic Mill. To better understand these issues a full structural review of the Backus Mill needs to be completed by an engineering firm and will include cost estimates. This will assist in seeking funding to complete repairs.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS	\$ 14,500					\$ 14,500
MATERIALS AND SUPPLIES						\$ -
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 14,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,500</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
PRIOR YEAR CAPITAL	\$ 14,500					\$ 14,500
USER FEE RESERVE						\$ -
<b>TOTALS</b>	<b>\$ 14,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,500</b>

### NOTES

In 2025, a capital levy was approved for \$25,000 for the Backus Building Assessments, this amount is the remainder to complete the assessment.

# Conservation Parks Management Services Capital Project Sheets

## 2026-2030 CAPITAL BUDGET FOR LPRC CAPITAL PROJECT DETAIL SHEET

PROJECT NUMBER  
(use GL account #)

<b>PROJECT NAME</b> Campground Washroom Facility Upgrade	<b>PROJECT DESCRIPTION</b> Upgrade and update three washrooms, one at Norfolk CA, one at Haldimand CA, and one at Backus CA	<b>NEED FOR PROJECT</b> Replace sinks, taps, countertops, toilets and plumbing valves and lines.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES	\$ 18,000					\$ 18,000
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 18,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
PRIOR YEAR CAPITAL	\$ 18,000					\$ 18,000
USER FEE RESERVE						\$ -
IN-YEAR SURPLUS						\$ -
<b>TOTALS</b>	<b>\$ 18,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,000</b>

### NOTES

The estimated cost for each individual washroom is as follows: Backus CA \$5,000; Norfolk CA main south washroom \$ 8,000; and Haldimand CA north main washroom \$ 5,000.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b> Waterford North CA Premium Site Additions	<b>PROJECT DESCRIPTION</b> Bring water and 30 amp electricity to three new premium sites at Waterford North along with a fence	<b>NEED FOR PROJECT</b> The sites water lines, and hydro boxes to be input along the shoreline of Pickerel lake. Three new premium sites to be gained.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES	\$ 12,500					\$ 12,500
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 12,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,500</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
PRIOR YEAR CAPITAL	\$ 12,500					\$ 12,500
USER FEE RESERVE						\$ -
IN-YEAR SURPLUS						\$ -
<b>TOTALS</b>	<b>\$ 12,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,500</b>

**NOTES**

The area will be reconfigured to gain three additional seasonal camping sites.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b> Backus Playground Equipment	<b>PROJECT DESCRIPTION</b> Install a full-structure playground, two benches, signage, cement pad with a basketball net	<b>NEED FOR PROJECT</b> There is currently a single metal climbing set and a swing at Backus CA. To further enhance the campground and the camping experience for families.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES	\$ 27,680					\$ 27,680
EQUIPMENT	\$ 55,600					\$ 55,600
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 83,280</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 83,280</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE	\$ 83,280					\$ 83,280
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE						\$ -
IN-YEAR SURPLUS						\$ -
<b>TOTALS</b>	<b>\$ 83,280</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 83,280</b>

**NOTES**

The full-structure playground includes a swing set, two slides, three climbing structures, and platforms. It would be professionally installed on-site. Robert Marshall generously left the Authority an unrestricted donation of \$83,280.37, a portion of this donation will be used for this playground with signage and two benches paying recognition to the donation. A cement pad with a basketball net will also be installed. This report was brought forward to the Board in June 2025 and was received as information by resolution A-79. The workshop staff will prepare the site for installation and backfill with wood chips.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b> Haldimand Playground Equipment	<b>PROJECT DESCRIPTION</b> Install a full-structure playground	<b>NEED FOR PROJECT</b> There is currently a single old wooden structure which has been at the park for close to 30 years and a swing at Haldimand CA. To further enhance the campground and the camping experience for families.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES	\$ 10,000					\$ 10,000
EQUIPMENT	\$ 46,575					\$ 46,575
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 56,575</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 56,575</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE	\$ 56,575					\$ 56,575
IN-YEAR SURPLUS						\$ -
<b>TOTALS</b>	<b>\$ 56,575</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 56,575</b>

**NOTES**

The full-structure playground includes a swing set, two slides, three climbing structures, and platforms. It would be professionally installed on-site. Workshop staff will prepare the site for installation and backfill with wood chips.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b> Backus Maintenance Barn Replacement	<b>PROJECT DESCRIPTION</b> Demolition and replacement of the Backus Maintenance Barn	<b>NEED FOR PROJECT</b> Within Backus, the old barn has functioned as the Maintenance shed and lunchroom for staff for years. The barn is a style with a hay loft and basement and has many structural issues.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION	\$ 175,000					\$ 175,000
CONSULTANTS						\$ -
CONTRACTS	\$ 15,000					\$ 15,000
MATERIALS AND SUPPLIES						\$ -
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 190,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 190,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE	\$ 190,000					\$ 190,000
<b>TOTALS</b>	<b>\$ 190,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 190,000</b>

**NOTES**

The replacement to the barn will be used as storage for equipment, the Backus workshop, and a break area for staff. The new building will be 30 x 60 constructed by an outside contractor. The site preparation for the new barn and the demolition of the old barn will also be contracted.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b>	<b>PROJECT DESCRIPTION</b>	<b>NEED FOR PROJECT</b>
Campground Cabin	Replace and install a new Cabin at Backus CA to rent for camping.	Backus CA has two aging wooden cabins. The cabin in campground D has been incredibly popular over the last few years, and cabins are very popular in other CAs and Provincial Parks. Due to the aging wood of the structure and roof, the cabin needs to be demolished and replaced.
<b>PROJECT MANAGER</b>		
Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS	\$ 4,000					\$ 4,000
MATERIALS AND SUPPLIES	\$ 6,100					\$ 6,100
EQUIPMENT	\$ 17,500					\$ 17,500
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 27,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,600</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
PRIOR YEAR CAPITAL	\$ 27,600					\$ 27,600
USER FEE RESERVE						\$ -
IN-YEAR SURPLUS						\$ -
<b>TOTALS</b>	<b>\$ 27,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,600</b>

**NOTES**

The fully made cabin (sized at 12 X 20 including the porch) is priced out at: \$17,500 for cabin and delivery; \$6,100 for the interior and exterior furnishings; and \$4,000 for site prep, permit, engineering drawings, and hydro installation. Payback on this cabin is estimated to be approximately 2.5 years.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b> Campground Conservation Area Water System Upgrades	<b>PROJECT DESCRIPTION</b> Update the UV water system at Haldimand CA and Norfolk CA	<b>NEED FOR PROJECT</b> The Haldimand and Norfolk water pumps and systems are older and require an upgrade to the Ultraviolet water treatment.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS	\$ 1,000					\$ 1,000
MATERIALS AND SUPPLIES	\$ 19,000					\$ 19,000
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
PRIOR YEAR CAPITAL	\$ 20,000					\$ 20,000
USER FEE RESERVE		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 80,000
IN-YEAR SURPLUS						\$ -
<b>TOTALS</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 100,000</b>

**NOTES**

The parks water treatment systems were installed in 2008 and the aging systems need to be upgraded. Each potable water system has chlorination and ultraviolet (UV) for treatment. Some systems have sand filters and aluminium sulphate treatment. This would be the start of upgrades for the UV systems to be completed over the next 5 years.

# Maintenance Operation Services Capital Project Sheets

## 2026-2030 CAPITAL BUDGET FOR LPRC CAPITAL PROJECT DETAIL SHEET

PROJECT NUMBER  
(use GL account #)

<b>PROJECT NAME</b> Workshop Electrical and Lighting Upgrade	<b>PROJECT DESCRIPTION</b> Updated electrical panel and lighting at LPRCA maintenance workshop	<b>NEED FOR PROJECT</b> The lighting at the workshop to be updated to LED light fixtures in the main building. A new larger 200amp panel will be installed.
<b>PROJECT MANAGER</b> Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES	\$ 8,000					\$ 8,000
EQUIPMENT						\$ -
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 8,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
PRIOR YEAR CAPITAL LEVY	\$ 8,000					\$ 8,000
USER FEE RESERVE						\$ -
IN-YEAR SURPLUS						\$ -
<b>TOTALS</b>	<b>\$ 8,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,000</b>

### NOTES

There are lights not working in the workshop main building and the breaker box is outdated. The new 200amp panel will have larger capacity and the. Light bulbs are having to be changed on a regular basis as the ballasts have failed.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b>	<b>PROJECT DESCRIPTION</b>	<b>NEED FOR PROJECT</b>
Vehicle Replacement	Purchase two new 1/2 ton 4x4 pickup truck.	To upgrade and maintain the vehicle fleet. Replacing a 2010 Chevy Silverado with 149,477kms (V-035) and a 2011 Chevy Silverado with 176,933 km. (V-015)
<b>PROJECT MANAGER</b>		
Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES						\$ -
EQUIPMENT	\$ 118,000	\$ 59,000	\$ 59,000	\$ 59,000	\$ 59,000	\$ 354,000
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 118,000</b>	<b>\$ 59,000</b>	<b>\$ 59,000</b>	<b>\$ 59,000</b>	<b>\$ 59,000</b>	<b>\$ 354,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE						\$ -
IN-YEAR SURPLUS	\$ 118,000	\$ 59,000	\$ 59,000	\$ 59,000	\$ 59,000	\$ 354,000
<b>TOTALS</b>	<b>\$ 118,000</b>	<b>\$ 59,000</b>	<b>\$ 59,000</b>	<b>\$ 59,000</b>	<b>\$ 59,000</b>	<b>\$ 354,000</b>

**NOTES**

Estimating price for a 4x4 1/2 ton pickup to be \$59,000.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b>	<b>PROJECT DESCRIPTION</b>	<b>NEED FOR PROJECT</b>
Equipment Replacement	Purchase of two new diesel zero-turn riding lawn mower.	The new mowers will replace a 2006 Toro. (E-009) and a 2009 John Deere (E-011) The fleet of lawnmowers are utilized to best match the need at the various locations at LPRCA.
<b>PROJECT MANAGER</b>		
Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES						\$ -
EQUIPMENT	\$ 39,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 115,000
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 39,000</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ 19,000</b>	<b>\$ 115,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE						\$ -
IN-YEAR SURPLUS	\$ 39,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 19,000	\$ 115,000
<b>TOTALS</b>	<b>\$ 39,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 115,000</b>

**NOTES**

Estimating the price of a zero-turn diesel mower to be \$19,000 each.

**2026-2030 CAPITAL BUDGET FOR LPRCA  
CAPITAL PROJECT DETAIL SHEET**

**PROJECT NUMBER**  
(use GL account #)

<b>PROJECT NAME</b>	<b>PROJECT DESCRIPTION</b>	<b>NEED FOR PROJECT</b>
Equipment Purchase	Purchase of one new 4WD 40 HP diesel tractor with front loader bucket	A tractor will need to be purchased in the 2029 year to replace a 2004 Kubota. Listed in the Capital projects for the 5-year projection.
<b>PROJECT MANAGER</b>		
Judy Maxwell, General Manager		

<b>ESTIMATED COSTS</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>TOTAL</b>
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES						\$ -
EQUIPMENT				\$ 55,000		\$ 55,000
OTHER						\$ -
<b>TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ 55,000</b>

<b>SOURCES OF FINANCING</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	<b>TOTAL</b>
MUNICIPAL GENERAL LEVY - Capital						\$ -
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE						\$ -
IN-YEAR SURPLUS				\$ 55,000		\$ 55,000
<b>TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ 55,000</b>

**NOTES**

# Corporate Services Capital Project Detail Sheets

## 2026-2030 CAPITAL BUDGET FOR LPRCA CAPITAL PROJECT DETAIL SHEET

PROJECT NUMBER  
(use GL account #)

<u>PROJECT NAME</u>	<u>PROJECT DESCRIPTION</u>	<u>NEED FOR PROJECT</u>
Computer and Phone Upgrades	Five laptop replacements plus accessories and various components, along with updates to the phone system at Backus and the Waterford	To upgrade and maintain computer systems. Five laptops along with various accessories will be purchased and deployed where needed. Upgrade the phone system at Backus CA and the Waterford Workshop to expand the IP phone system in use at the Admin office.
<u>PROJECT MANAGER</u>		
Judy Maxwell, General Manager		

ESTIMATED COSTS	2026	2027	2028	2029	2030	TOTAL
LAND ACQUISITION						\$ -
BUILDING CONSTRUCTION						\$ -
CONSULTANTS						\$ -
CONTRACTS						\$ -
MATERIALS AND SUPPLIES						\$ -
EQUIPMENT	\$ 15,000	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 65,000
OTHER						\$ -
<b>TOTALS</b>	<b>\$ 15,000</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 65,000</b>

SOURCES OF FINANCING	2026	2027	2028	2029	2030	TOTAL
MUNICIPAL GENERAL LEVY - Capital	\$ 15,000	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 65,000
PROVINCIAL						\$ -
ENDOWMENT FUNDING						\$ -
UNRESTRICTED RESERVE						\$ -
MOTOR POOL RESERVE						\$ -
USER FEE RESERVE						\$ -
IN-YEAR SURPLUS						\$ -
<b>TOTALS</b>	<b>\$ 15,000</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 12,500</b>	<b>\$ 65,000</b>

### NOTES

# Schedule of Land Holdings 2025

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## LONG POINT REGION CONSERVATION AUTHORITY Schedule of Land Holdings 2025

*Legend	
FT	Farmland
CL	Conservation Lands
RT	Residential/Recreational
TT	Managed Forest

NORFOLK	ROLL NUMBER 33-10	TOTAL ACRES	DESC. CODE	ACRES BREAKDOWN	REALTY ASSESSMENT 2025
WATSON LANDS CA	541-010-29300-0000	179.96	TT	179.96	463,000
WATSON LANDS CA	541-010-38600-0000	94.02	TT	94.02	321,000
WATSON LANDS CA	541-010-38610-0000	0.77	CL	0.77	7,700
WATSON LANDS CA	541-020-10550-0000	30.2	TT	30.2	122,000
WATSON LANDS CA	541-050-01920-0000	1.49	CL	1.49	11,400
PUBLIC TRUSTEE (GIBEL)	541-020-01000-0000	65	TT	65	109,000
ABBOTT & TOWNSEND	541-020-66100-0000	95	TT	95	323,000
VERMEERSCH TRACT	541-050-03510-0000	10	TT	10	32,000
PARROTT	541-060-00100-0000	100.04	TT	100.04	331,000
RINGLAND	541-060-04900-0000	100	TT	100	132,000
MCCONKEY-MIDDLETON WETLANDS	541-060-06300-0000	137.43	TT	137.43	373,000
MIDDLETON WETLANDS	541-060-06310-0000	2.16	CL	2.16	30,000
not on MPAC statement			RT	0.14	2,000
LEE/ANDERSON/BECKER	541-060-09900-0000	200.1	TT	200.1	496,000
PARSONS	541-060-18000-0000	215.52	TT	215.52	522,000
CROTON CA	541-070-14320-0000	16	CL	16	108,000
DEVOS	542-020-21410-0000	94.15	TT	94.15	305,000
NEMETH	542-030-05000-0000	100	TT	100	324,000
DEER CREEK FOREST	542-030-10700-0000	252.04	TT	190.56	176,300
DEER CREEK CA			RT	59.13	56,700
			CL	2.35	
JACKSON	542-030-15200-0000	100	TT	100	324,000
HEPBURN/DEWANNAMACKER	542-030-18000-0000	101.44	TT	72.97	236,400
			CL	28.47	93,600
CARR	542-040-24500-0000	50	TT	36.38	118,800
			CL	13.62	66,200
LOWER BIG CREEK/TWIN GULLIES	542-040-20000-0000		CL	1.55	7,400
		89.89	TT	88.34	285,600
TWIN GULLIES	542-040-12100-0000	47.81	TT	47.81	122,000
WILSON	543-010-11700-0000	200	CL	200	198,000
MOULTON/TOWNSEND	543-010-14700-0000	46.3	CL	46.3	276,000
FERRIS/ARMSTRONG/COPPENS	543-010-18200-0000	385.33	CL	385.33	321,000
ROWAN MILLS CA	543-010-23300-0000	108.89	TT	108.89	138,000
HODGES	543-020-01800-0000	50	TT	50	162,000
A. BECKER C.A. FOREST	543-020-19200-0000	13	TT	13	53,000
BACKUS CA / MUSEUM	543-020-37500-0000	430.33	RT	73.5	227,200
BACKUS FOREST/DUMP			TT	324.83	264,800
FRONT FIELD-ARMSTRONG RENTAL			FT	32	142,500
LB SANCTUARY/CRIDLAND	543-030-14910-0000	90.84	FT	90.84	131,000
VIERAITIS LAND RENTAL					
LB-BOYD/VIERAITIS LAND RENTAL	543-030-19410-0000	70.18	FT	9.28	217,700
			TT	60.9	44,300
LB MARSH	543-030-19500-0000	545.58	RT	0.8	1,100
			CL	544.78	795,900
LB-WALKER/VIERAITIS LAND RENTAL	543-030-19600-0000	39.26	FT	39.26	186,000
LB-ROBINSON	543-050-00200-0000	55.8	CL	44.12	93,900
			RT	11.68	24,700
TRAVIS/DESILVER	545-010-18800-0000	25.04	TT	25.04	81,000
ALLAN	545-020-01900-0000	50	TT	50	162,000
FLOYD/HARRIS	545-020-02900-0000	150	TT	95.95	264,800
			CL	54.05	149,200
BURWELL	545-020-03500-0000	100	CL	35.76	118,500
			TT	64.24	207,500
FLOYD/HARRIS	545-020-12100-0000	200	TT	200	496,000
GESQUIERE	545-030-04400-0000	62.02	TT	62.02	200,000
RONNEY	545-030-07500-0000	80	TT	80	259,000
HARVEY	545-030-11000-0000	99.5	TT	45.04	145,900
			CL	54.46	180,100
LONG	545-030-11500-0000	100	TT	100	245,000
TULPIN	543-020-36200-0000	6.08	RT	6.08	51,000
NEUFELD	543-010-23702-0000	45.19	TT	45.19	146,000
WALSINGHAM FLATS C.A.-HUYGE	543-010-02210-0000	69.07	TT	61	197,300
			CL	8.07	32,700
WALSINGHAM FLATS C.A.-HUYGE	543-010-02220-0000	9.42	RT	9.42	84,900
			CL		1,100
<b>SUBTOTAL:</b>		<b>5,115</b>		<b>5,115</b>	<b>11,798,200</b>

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Schedule of Land Holdings 2025

<b>*Legend</b>	
FT	Farmland
CL	Conservation Lands
RT	Residential/Recreational
TT	Managed Forest

NORFOLKFORMER TOWNSHIP OF DELHI	ROLL NUMBER 33-10	TOTAL ACRES	DESC. CODE	ACRES BREAKDOWN	REALTY ASSESSMENT 2025
LITTLE LAKE CA	491-003-53000-0000	183.11	RT	9.37	34,300
LITTLE LAKE WETLAND			CL	82.43	179,900
			TT	91.31	198,800
GREATHEAD	491-006-13000-0000	125	TT	125	325,000
PERSALL	491-006-14000-0000	22	TT	22	22,500
TARCZA	491-006-42000-0000	100.33	TT	100.33	293,000
VANESSA CA	491-010-04000-0000	26	TT	26	27,500
TEETERVILLE CA	491-011-16500-0000	36.6	CL	31.07	179,100
			RT	5.53	31,900
McINTOSH	491-020-09500-0000	22.32	TT	22.32	90,000
LIVSEY	491-022-34000-0000	20	TT	20	75,000
WINTERMUTE/COLLVER	491-022-81000-0000	60	TT	60	241,000
RYDER	491-023-35000-0000	45.5	TT	45.5	183,000
MADDEFORD	491-002-39150-0000	28.21	TT	28.21	72,000
LANDON	493-010-48600-0000	50	TT	50	38,500
MCKNIGHT	493-020-17400-0000	16.5	TT	16.5	17,600
EARL/DANYLVICH/HANSON	493-030-22300-0000	159.89	CL	76.53	197,200
			TT	83.36	214,800
LANDON	493-040-20500-0000	50	TT	50	38,500
CA SMITH	493-050-03100-0000	50	TT	50	101,000
KING/SWICK	493-050-03300-0000	200	TT	200	473,000
HAMMOND	493-050-11800-0000	50	TT	50	162,000
SOWDEN	493-060-32900-0000	55	TT	55	178,000
VITTORIA CA BRAMHILL	493-060-33800-0000	20.12	CL	19.64	146,500
			RT	0.48	3,500
VANLONDERSELE/ Janssen (old)	493-030-11410-0000	25.56	TT	25.56	82,000
VITTORIA CA	493-060-33900-0000	34	RT	13.26	8,200
			CL	20.74	12,800
LIPSETT/PENNER	493-070-03600-0000	137.85	CL	32.93	90,300
			TT	104.92	287,700
BAKER	493-070-03700-0000	25	CL	9.89	81,100
			TT	15.11	48,900
MACKAY/KYTE/LAForge	493-070-04300-0000	134	CL	79.08	219,400
			TT	54.92	152,600
MASON/BUCHNER	493-070-05900-0000	50	TT	50	35,000
FISHER CA	493-080-07500-0000	131.75	TT	131.75	118,000
CORNELL	493-080-08010-0000	17.32	CL	17.32	66,000
ANDERSON TRACT	493-080-08200-0000	188	TT	188	225,000
LEHMAN DAM CA	494-040-12500-0000	30.87	RT	30.87	39,000
CROTON	494-070-14300-0000	22	CL	21.65	90,600
			RT	0.35	1,400
SIDNEY BACK C.A.	494-070-12800-0000	72.17	TT	72.17	277,000
SIDNEY BACK	494-070-12850-0000	19.48	TT	19.48	78,000
DE CLOET	491-002-39000-0000	76.26	TT	76.26	62,000
CASSELTON	493-070-02000-0000	14	TT	14	45,000
GAGE PROPERTY	491-013-18000-0000	50	TT	50	202,000
BLOMMAERT TRACT	493-070-08300-0000	37.86	TT	37.86	122,000
<b>SUBTOTAL:</b>		<b>2,387</b>		<b>2,387</b>	<b>5,867,600</b>

NORFOLKTOWN OF SIMCOE	ROLL NUMBER 33-10	TOTAL ACRES	DESC. CODE	ACRES BREAKDOWN	REALTY ASSESSMENT 2025
SUTTON CA	401-001-08500-0000	19.94	CL	18.12	260,800
			RT	1.82	26,200
SUTTON CA/CANADIAN CANNERS	401-001-27000-0000	1.2	RT	0.39	14,200
			CL	0.81	29,300
BROOK CA	401-015-35600-0000	30.04	TT	22.51	19,500
			CL	7.53	6,500
<b>SUBTOTAL:</b>		<b>51</b>		<b>51</b>	<b>356,500</b>

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LONG POINT REGION CONSERVATION AUTHORITY  
Schedule of Land Holdings 2025

*Legend	
FT	Farmland
CL	Conservation Lands
RT	Residential/Recreational
TT	Managed Forest

NORFOLK FORMER CITY OF NANTICOKE	ROLL NUMBER 33-10	TOTAL ACRES	DESC. CODE	ACRES BREAKDOWN	REALTY ASSESSMENT 2025
POW WETLAND	336-030-61800-0000	47.3	RT	0.79	1,900
			CL	46.51	115,100
WAT. CA FOREST	336-050-02500-0000	294.21	TT	11.7684	79,800
CAMP TRILLIUM			RT	236.7016	4,363,000
WATERFORD C.A.	(included in C.Trillium)		CL	45.74	73,200
WORKSHOP	336-050-47300-0000	77	RT	8	6,700
WORKSHOP FOREST			TT	69	58,300
BLACK CREEK CA FOREST	337-040-14600-0000	21	TT	21	16,200
SOWDEN FOREST	337-060-00510-0000	15	TT	15	57,000
HAY CR FOREST	337-060-01500-0000	98.5	TT	97.5	134,700
HAY CREEK CA			RT	1	1,300
DEWAL/BLACK CREEK	337-040-18250-0000	2	RT	2	12,400
VERN RYERSE MEMORIAL CA	337-060-07710-0000	2.34	RT	2.34	35,500
VERN RYERSE MEMORIAL CA	337-060-07800-0000	0.54	RT	0.54	7,700
NORFOLK CA	337-060-05200-0000	45.26	RT	45.26	334,000
<b>SUBTOTAL:</b>		<b>603</b>		<b>603</b>	<b>5,296,800</b>

**TOTAL ACRES NORFOLK**

FT	171
CL	1,949
RT	519.45
TT	5,516
	<b>8,156</b>

**TOTAL NORFOLK**

BRANT	ROLL NUMBER 29-20	TOTAL ACRES	DESC. CODE	ACRES BREAKDOWN	REALTY ASSESSMENT 2025
FARKASH	29-20-011-040-29900	102	TT	102	163,000
MISNER	29-20-011-010-36600	50	TT	50	202,000
ROSWELL/BROWN/HARLEY TRACT	29-20-011- 040-26900	80	TT	80	137,000
DROZD/CHERNISHENKO	29-20-011-010-37200	100	TT	100	193,000
DAWES/CHAMBERS/TONTSCH	29-20-011-040-21200	75	TT	75	127,000
PHIPPS	29-20-011-040-16600	8	RT	8	44,500
DEAN	29-20-011-010-54000	202.51	TT	202.51	519,000
DAWES	29-20-011-040-14100	40	TT	40	60,000
DAWES/NORRIS	29-20-011-010-57000	10.16	RT	10.16	99,000
MOORE/FORCE	29-20-011-010-57200	50	CL	50	187,000
ARMSTRONG	29-20-011-010-59500	5.16	CL	5.16	80,000
DAWES/LOCK/SAVAGE	29-20-011-010-60900	303.7	CL	292.07	244,300
			RT	11.63	9,700
POOLE/DURHAM	29-20-011-010-65400	25.11	RT	3.72	22,400
			CL	21.39	128,600
MOORE	29-20-011-010-64800	165	TT	165	184,000
CALEY	29-20-011-010-63600	263	TT	263	234,000
MAWHINNEY	29-20-011-010-65700	15	TT	15	60,000
HARLEY/ROSWELL/BROWN	29-20-011-040-26299	7.16	RT	7.16	105,000
<b>TOTAL</b>		<b>1,502</b>		<b>1,502</b>	<b>2,799,500</b>

**TOTAL ACRES BRANT**

CL	369
RT	41
TT	1,093
	<b>1,502</b>

**TOTAL BRANT**

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<b>*Legend</b>	
FT	Farmland
CL	Conservation Lands
RT	Residential/Recreational
TT	Managed Forest

NORWICH	ROLL NUMBER 32-02	TOTAL ACRES	DESC. CODE	ACRES BREAKDOWN	REALTY ASSESSMENT 2025
ARTHUR	3202-010-020-14500-0000	25	TT	25	24,500
HUGHES	3202-010-040-19500-0000	319.46	TT	319.46	333,000
OATMAN CA FOREST	3202-010-050-06100-0000	40	TT	40	34,500
ROCKS MILL FOREST	3202-010-050-11100-0000	77.94	TT	77.94	82,000
ROCKS MILL	3202-010-050-11400-0000	5.35	RT	5.35	20,000
NORWICH CA	3202-020-020-00900-0000	31.85	RT	31.85	40,000
NORWICH CA	3202-020-020-19406-0000	8.58	RT	8.58	10,200
NORWICH CA	3202-030-010-24500-0000	71	RT	35.87	34,700
			CL	35.13	25,800
SACKRIDER	3202-030-030-02400-0000	50	TT	50	63,000
SMITH	3202-030-030-02800-0000	43	TT	43	123,000
HOPKINS	3202-030-040-11300-0000	81.52	TT	11.21	12,300
			CL	70.31	76,700
<b>TOTAL:</b>		<b>754</b>		<b>754</b>	<b>879,700</b>

**TOTAL ACRES NORWICH**

CL	105
RT	82
TT	567
	<u><b>754</b></u>

**TOTAL NORWICH**

TILLSONBURG	ROLL NUMBER 32-04	TOTAL ACRES	DESC. CODE	ACRES BREAKDOWN	REALTY ASSESSMENT 2025
TILLSONBURG CA	32-04-020-020-44200-0000	15.62	RT	15.62	18,000
FARKAS	32-04-030-030-22100-0000	1.49	RT	1.49	3,500
<b>TOTAL:</b>		<b>17</b>		<b>17</b>	<b>21,500</b>

**TOTAL ACRES TILLSONBURG**

RT	17
	<u><b>17</b></u>

**TOTAL TILLSONBURG**

BAYHAM	ROLL NUMBER 34-01	TOTAL ACRES	DESC. CODE	ACRES BREAKDOWN	REALTY ASSESSMENT 2025
PT. BURWELL CA	34-01-000-001-01500-0000	0	TT	10.82	0
VIENNA CA	34-01-000-002-01000-0000	10.82	RT	0.16	15,900
BAKER	34-01-004-001-22900-0000	0.16	RT	0.61	60,000
BARTLETT	34-01-004-001-23900-0000	0.61	TT		2,000
RUGENUIS/CARSON LN	34-01-000-006-17250-0000	23.18	TT	23.18	50,000
BEATTIE	34-01-000-003-09120-0000	18.1	TT	18.1	41,500
<b>TOTAL:</b>		<b>53</b>		<b>53</b>	<b>169,400</b>

**TOTAL ACRES BAYHAM**

RT	1
TT	52
	<u><b>53</b></u>

**TOTAL BAYHAM**

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Schedule of Land Holdings 2025

<b>*Legend</b>	
FT	Farmland
CL	Conservation Lands
RT	Residential/Recreational
TT	Managed Forest

SW OXFORD	ROLL NUMBER 32-11	TOTAL ACRES	DESC. CODE	ACRES BREAKDOWN	REALTY ASSESSMENT 2025
DEREHAM WETLAND-FULLER	32-11-010-040-03502-0000	93.42	TT	93.42	89,000
DEREHAM WETLAND-BUTLER	32-11-010-040-03900-0000	25.24	CL	23.93	31,800
			RT	1.31	1,700
DEREHAM WETLAND-JEFFERY	32-11-010-040-04200-0000	42.31	CL	41.24	49,700
			RT	1.07	1,300
DEREHAM WETLAND-STAFFORD	32-11-010-040-04400-0000	25	RT	1.01	1,300
			CL	23.99	32,200
DEREHAM WETLAND-LEE	32-11-010-040-04500-0000	19.13	RT	1.84	2,400
			CL	17.29	22,600
DEREHAM WETLAND-ATKINSON	32-11-010-040-04600-0000	37.61	TT	13.75	18,200
			CL	23.86	31,300
DEREHAM WETLAND-HAWKINS	32-11-010-050-02300-0000	50	TT	50	44,500
HUGHES	32-11-010-050-08400-0000	87.75	TT	87.75	103,000
DEREHAM WETLANDS-PATON	32-11-010-040-04300-0000	10.1	FT	1.63	5,000
			CL	8.47	26,500
DEREHAM WETLANDS-PATON	32-11-010-040-04401-0000	19.17	FT	10.3	51,400
			CL	8.87	26,600
<b>TOTAL:</b>		<b>410</b>		<b>410</b>	<b>538,500</b>

**TOTAL ACRES SW OXFORD**

FT	12
CL	148
RT	5
TT	245
<b>TOTAL SW OXFORD</b>	<b>410</b>

HALDIMAND	ROLL NUMBER 28-10	TOTAL ACRES	DESC. CODE	ACRES BREAKDOWN	REALTY ASSESSMENT 2025
HALDIMAND NC	332-002-09410-0000	121.12	RT	36.4	229,000
			TT	78.57	184,700
			CL	6.15	20,300
HALDIMAND SOUTH	2810-332-002-09420-0000	15.32	RT	15.32	120,000
JAQUES	332-002-09420-0000	40.77	TT	40.77	95,000
			RT		
<b>TOTAL:</b>		<b>177</b>		<b>177</b>	<b>649,000</b>

**TOTAL ACRES HALDIMAND**

CL	6
RT	52
TT	119
<b>TOTAL HALDIMAND</b>	<b>177</b>

**LPRCA LAND HOLDINGS SUMMARY**

Tax Class	Acres	Description
FT	183	Farmland
CL	2,577	Conservation Lands
RT	717	Residential / Recreational
TT	7,591	Managed Forest
<b>TOTAL</b>	<b>11,068</b>	

# Appendix A<sub>35</sub> Fee Schedule

Planning Act Review Fees			
Application Type	2025 Fees	Proposed 2026 Fees	% Change
<b>Preconsultation Fee</b>			
Review, comment, or participation in preconsultation process	\$ 300	\$ 315	5%
<b>Subdivision and Vacant Land Condominium</b>			
	\$1,380 + \$100/lot (Total Maximum \$15,000.00 +HST)	\$1,450 + \$105/lot (Total Maximum \$15,000.00 +HST)	5%
To draft plan approval including associated OPA and ZBA	\$ 455	\$ 475	4%
Red-line revision (applicant initiated)	\$ 720	\$ 755	5%
Technical plans and reports (SWM with grading & sediment	\$ 225	\$ 235	4%
Clearance letter (each phase)			
<b>Zoning By-Law Amendment</b>			
Minor	\$ 455	\$ 475	4%
Accompanied by 1 technical report	\$ 720	\$ 755	5%
Accompanied by 2 technical reports	\$ 1,430	\$ 1,500	5%
<b>Combined Official Plan/Zoning By-Law Amendment</b>			
Minor	\$ 720	\$ 755	5%
Accompanied by 1 technical report	\$ 1,430	\$ 1,500	5%
Accompanied by 2 technical reports	\$ 2,060	\$ 2,160	5%
<b>Consent (severance)</b>			
Minor	\$ 455	\$ 475	4%
Accompanied by 1 technical report	\$ 720	\$ 755	5%
Accompanied by 2 technical reports	\$ 1,430	\$ 1,500	5%
<b>Variance</b>			
Minor	\$ 455	\$ 477	5%
Accompanied by 1 technical report	\$ 720	\$ 755	5%
Accompanied by 2 technical reports	\$ 1,430	\$ 1,500	5%
<b>Site Plan Control</b>			
Minor	\$ 455	\$ 475	4%
Accompanied by 1 technical report	\$ 720	\$ 755	5%
Accompanied by 2 technical reports	\$ 1,430	\$ 1,500	5%
<b>Complex Application</b> (incl. OPA/ZBL/Site Plan) for golf courses, trailer parks, campgrounds and lifestyle communities.	\$ 2,060	\$ 2,160	5%

## General Notes for All Application Fees:

1. It is strongly recommended that proponents pre-consult with LPRCA and, if necessary the municipality, prior to the submission of all applications and the preparation of detailed technical reports(s).
2. This fee schedule is effective as of **January 1, 2026** and LPRCA reserves the right to revise this fee schedule at any time without notice to adequately cover the costs to provide the service.
3. All applicable taxes are extra.
4. Applications that fall under one or more categories will be charged at the highest rate.
5. Fees are assessed based on the extent of review required. LPRCA reserves the right to levy supplementary
6. The fees for technical review include one comprehensive review, and one review of the resubmission. Second and each additional resubmission shall be subject to a resubmission fee of 20% of the original application up to a maximum of \$525.
7. Fees must be paid at the time the application is submitted.
8. Where a Section 28 permit approval is required in addition to a Planning Act application for the same activity, the Section 28 permit fee will be **discounted 50%**.

Ontario Regulation 41/24 Permit Fees			
Application Type	2025 Fees	Proposed 2026 Fees	% Change
<b><u>Very minor development</u></b> <u>Development with very low risk of impact on natural hazards or natural features.</u> <u>Examples:</u> <ul style="list-style-type: none"> <li>~ Non-habitable accessory structures less than 23 m<sup>2</sup> (247 ft<sup>2</sup>), e.g. decks, fences, above-ground pools, barns, sheds</li> <li>~ Fill placement removal and/or grading (landscaping, driveway top-dressing)</li> <li>~ Off-line pond maintenance</li> </ul>	\$ 200	\$ 210	5%
<b><u>Minor development, interference and alteration</u></b> <u>Development/work with low risk of impact on natural hazards or natural features. No technical reports are required.</u> <u>Examples:</u> <ul style="list-style-type: none"> <li>~ Raising building or additions not requiring engineered drawings</li> <li>~ Repairs/renovations to existing building</li> <li>~ Non-habitable accessory structures less than 100 m<sup>2</sup> (1076ft<sup>2</sup>)</li> <li>~ Septic system</li> <li>~ Fill placement, removal/or grading (not requiring engineered plans)</li> <li>~ Minor development (as listed above) more than 30 metres from a wetlands</li> <li>~ New or replacement residential structures more than 30 metres from a wetland</li> <li>~ Minor utilities (directional bore)</li> <li>~ New offline ponds (grading plan required)</li> <li>~ Docks, boathouses</li> <li>~ Routine/maintenance dredging</li> <li>~ Minor repairs to existing shoreline structures</li> <li>~ Maintenance, repair or replacement of access crossings</li> <li>~ Other applications not deemed by staff to be "Major" in nature</li> </ul>	\$ 405	\$ 425	5%
<b><u>Major development, interference and alteration</u></b> <u>Development/work with moderate risk of impact on natural hazards or natural features.</u> <u>Detailed report and/or plans are required.</u> <u>Examples:</u> <ul style="list-style-type: none"> <li>~ Raising building or additions requiring engineered plans</li> <li>~ Non-habitable accessory structures greater than 100 m<sup>2</sup> (1076ft<sup>2</sup>)</li> <li>~ New or replacement structures in a natural hazard area</li> <li>~ Fill placement, removal and/or grading (requiring engineered plans)</li> <li>~ Development (including minor development as listed above) less than 30 metres from a wetland</li> <li>~ Major development greater than 30 m from a wetland</li> <li>~ New offline pond with overflow or channel connection</li> <li>~ Maintenance/repairs to existing shoreline structures</li> <li>~ Water crossing, bridge repair</li> <li>~ Stormwater management outlet structure</li> <li>~ Other applications deemed by staff to be "Major" in nature</li> </ul>	\$ 695	\$ 730	5%

Ontario Regulation 41/24 Permit Fees			
Application Type	2025	Proposed 2026 Fees	% Change
<b><u>Complex development, interference and alteration</u></b> <u>Development/work with a high risk and/or potential impact to natural hazards or natural features. One or more studies are required, e.g. an environmental impact study, hydraulic analysis, storm water management report or slope stability study. Examples:</u> ~ Large fill placement, removal, grading (greater than 1000 m3) ~ Golf courses ~ New watercourse bank stabilization ~ New Lake Erie shoreline protection structure ~ Bridge replacement ~ Channel realignment	\$ 1,380	\$ 1,450	5%
<b><u>General</u></b>			
On Site Technical Advice Fee <i>(Will be applied to permit application if submitted within 12 months from inspection)</i>	\$ 248.60 HST included	\$ 260.00 HST included	5%
Wetland Boundary Delineation <i>(Review of MNRF Wetland boundary in the field by LPRCA ecologist, on property owner request)</i>	\$ 360.00 HST included	\$ 375.00 HST included	4%
Title Clearance <i>(solicitor, realtor, other requests for detailed property information)</i>	\$ 248.60 HST included	\$ 260.00 HST included	5%
Violations/Application where work has proceeded without authorization	2 x Fee	2 x Fee	
Permit Revisions <i>(Must be minor in nature and permit must still be valid.)</i>	\$ 95	\$ 100	5%
<b>Renewal Fee (New)</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>0%</b>
Minister's Zoning Order (MZO) <i>(Permit associated with a Minister's Zoning Order)</i>	Cost recovery	Cost recovery	

### General Notes for all Application Fees

1. It is strongly recommended that proponents pre-consult with LPRCA and, if necessary the municipality, prior to the submission of an application and the preparation of detailed plans and technical report(s).
2. Fees must be paid at the time the permit application is submitted. Fees may be paid by debit, cash or cheque (made out to the Long Point Region Conservation Authority) over the phone by credit card or at the LPRCA administration office
3. In the event that the application is placed in a higher fee category, the difference in fee must be paid prior to review. If the application is placed in a lower category, LPRCA will reimburse the applicant accordingly.
4. Fees are assessed based on the extent of review required. LPRCA reserves the right to levy supplementary fees should the review require a substantially greater level of effort than covered by the standard categories above; this supplementary fee includes the peer review of any relevant documents or information.
5. The fees for technical review include one comprehensive review, and one review of the resubmission. Second and each additional resubmission shall be subject to a resubmission fee of 20% of the original application up to a maximum of \$525.
6. Where a Section 28 permit approval is required in addition to a Planning Act application for the same activity, the Section 28 permit fee will be **discounted 50%**.
7. Where a permit has been submitted for an activity across multiple properties and applicants working together, the fee for each property shall be calculated as 50% of the permit fee. For example, the fee for a new shoreline protection structure constructed across two properties is \$725 each.
8. Costs associated with permits (including any conditions) issued under a Minister's Zoning Order shall be paid by the applicant, this includes but is not limited to staff time, any legal review, board expenses, etc.

**CONSERVATION AREA FEE SCHEDULE**  
**Backus, Deer Creek, Haldimand, Norfolk and Waterford North**

	2021 HST included	2022 HST included	2023 HST included	2024 HST included	2025 HST included	Draft 2026 HST included	Draft increase %
<b>DAY USE FEES</b>							
Walk-in (under 12 free)	\$6.00	\$6.00	\$6.00	\$6.00	\$7.00	<b>\$7.00</b>	0.00%
Vehicle	\$15.00	\$15.00	\$15.00	\$15.00	\$16.00	<b>\$16.00</b>	0.00%
Motorcycle	\$9.00	\$9.00	\$9.00	\$9.00	\$10.00	<b>\$10.00</b>	0.00%
Season Vehicle Day Pass	\$95.00	\$95.00	\$100.00	\$100.00	\$110.00	<b>\$110.00</b>	0.00%
Season Vehicle Pass Replacement	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<b>\$10.00</b>	0.00%
Mini Bus	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	<b>\$55.00</b>	0.00%
Bus	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00	<b>\$120.00</b>	0.00%
Operator Permit Fee - Annual	\$350.00	\$350.00	\$375.00	\$375.00	\$375.00	<b>\$375.00</b>	0.00%
Operator Customer Fee - per person	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00	<b>\$4.00</b>	0.00%
Picnic Site					\$32.00	<b>\$32.00</b>	0.00%
<b>CAMPING FEES</b>							
<u>Per Night</u>							
Unserviced*	\$38.00	\$38.00	\$40.00	\$41.00	\$42.00	<b>\$43.00</b>	2.38%
With Hydro & Water 15 amp*	\$50.00	\$50.00	\$53.00	\$55.00	\$57.00	<b>\$58.50</b>	2.63%
With Hydro & Water 30 amp*	\$59.00	\$59.00	\$60.00	\$63.00	\$65.00	<b>\$66.50</b>	2.31%
With Hydro, Water & Sewer 15 amp*	\$61.00	\$61.00	\$64.00	\$66.00	\$69.00	<b>\$70.50</b>	2.17%
With Hydro, Water & Sewer 30 amp*	\$70.00	\$70.00	\$70.00	\$73.00	\$76.00	<b>\$78.00</b>	2.63%
<i>*20% discount for overnight camping for seniors &amp; the disabled. Must show senior or disability permit.</i>							
<u>Cabin Rental Per Night</u>							
Cabin 900 A (Backus only)	\$60.00	\$60.00	\$65.00	\$70.00	\$73.00	<b>\$75.00</b>	2.74%
Cabin 901 D (Backus only)	\$105.00	\$105.00	\$110.00	\$115.00	\$120.00	<b>\$120.00</b>	0.00%
Cabin (New Backus)					\$0.00	<b>\$150.00</b>	0.00%
<u>Per Week</u>							
Unserviced	\$225.00	\$225.00	\$240.00	\$246.00	\$252.00	<b>\$258.00</b>	2.38%
With Hydro & Water 15 amp	\$305.00	\$305.00	\$318.00	\$330.00	\$342.00	<b>\$351.00</b>	2.63%
With Hydro & Water 30 amp	\$350.00	\$350.00	\$360.00	\$378.00	\$390.00	<b>\$399.00</b>	2.31%
With Hydro, Water & Sewer 15 amp	\$368.00	\$368.00	\$384.00	\$396.00	\$414.00	<b>\$423.00</b>	2.17%
With Hydro, Water & Sewer 30 amp	\$415.00	\$415.00	\$420.00	\$438.00	\$456.00	<b>\$468.00</b>	2.63%
<u>Cabin Rental Per Week</u>							
Cabin 900 A (Backus only)	\$360.00	\$360.00	\$360.00	\$385.00	\$400.00	<b>\$412.50</b>	3.13%
Cabin 901 D (Backus only)	\$630.00	\$630.00	\$630.00	\$635.00	\$660.00	<b>\$660.00</b>	0.00%
Cabin (New Backus)						<b>\$825.00</b>	0.00%
<u>Per Month</u>							
Unserviced	\$675.00	\$675.00	\$720.00	\$738.00	\$756.00	<b>\$774.00</b>	2.38%
With Hydro & Water 15 amp	\$915.00	\$915.00	\$954.00	\$990.00	\$1,026.00	<b>\$1,053.00</b>	2.63%
With Hydro & Water 30 amp	\$1,050.00	\$1,050.00	\$1,080.00	\$1,134.00	\$1,170.00	<b>\$1,197.00</b>	2.31%
With Hydro, Water & Sewer 15 amp	\$1,100.00	\$1,100.00	\$1,152.00	\$1,188.00	\$1,242.00	<b>\$1,269.00</b>	2.17%
With Hydro, Water & Sewer 30 amp	\$1,240.00	\$1,240.00	\$1,260.00	\$1,314.00	\$1,368.00	<b>\$1,404.00</b>	2.63%
<u>Per Season</u>							
Unserviced	\$1,770.00	N/A	N/A	N/A	N/A		
With Hydro & Water 15 amp	\$2,520.00	\$2,570.00	\$2,623.50	\$2,722.50	\$2,821.50	<b>\$2,895.00</b>	2.60%
With Hydro & Water 30 amp	\$2,785.00	\$2,840.00	\$2,970.00	\$3,118.50	\$3,217.50	<b>\$3,290.00</b>	2.25%
With Hydro, Water & Sewer 15 amp	\$3,045.00	\$3,105.00	\$3,168.00	\$3,267.00	\$3,415.50	<b>\$3,490.00</b>	2.18%
With Hydro, Water & Sewer 30 amp	\$3,285.00	\$3,350.00	\$3,465.00	\$3,613.50	\$3,762.00	<b>\$3,860.00</b>	2.60%
Premium & 30 amp	\$3,360.00	\$3,430.00	\$3,565.00	\$3,740.00	\$3,925.00	<b>\$4,025.00</b>	2.55%
Premium Sewer & 30 amp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$4,310.00</b>	0.00%
2nd Season Vehicle Day Pass	\$55.00	\$55.00	\$60.00	\$60.00	\$60.00	<b>\$65.00</b>	8.33%
Exterior Fridge (Seasonal)	\$300.00	\$300.00	\$325.00	\$335.00	\$335.00	<b>\$335.00</b>	0.00%
Seasonal Camper Late Payment Fee				\$75.00	\$75.00	<b>\$75.00</b>	0.00%

**CONSERVATION AREA FEE SCHEDULE**  
**Backus, Deer Creek, Haldimand, Norfolk and Waterford North**

	2021 HST included	2022 HST included	2023 HST included	Draft 2024 HST included	Draft 2025 HST included	Draft 2026 HST included	Draft increase %
<b>Group Camping</b>							
Group Camping Tents Only							
Group Camping (per night)	\$55.00	\$55.00	\$60.00	\$60.00	\$65.00	<b>\$65.00</b>	0.00%
Group Camping (per person/night)	\$6.00	\$6.00	\$7.00	\$7.00	\$8.00	<b>\$8.00</b>	0.00%
Portable Toilet Rental					\$205.00	<b>\$205.00</b>	0.00%
<b>OTHER FEES</b>							
Reservation Fee - online	\$13.00	\$13.00	\$14.00	\$15.00	\$15.00	<b>\$16.00</b>	6.67%
Reservation Fee - by phone	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	<b>\$17.50</b>	16.67%
Cancellation/Change Fee	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	<b>\$16.00</b>	6.67%
2nd Vehicle Parking	\$12.00	\$12.00	\$13.00	\$13.00	\$13.00	<b>\$16.00</b>	23.08%
Pavilion	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	<b>\$75.00</b>	0.00%
Wood	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<b>\$10.00</b>	0.00%
Kindling	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	<b>\$5.00</b>	0.00%
Ice	\$4.00	\$4.00	\$4.00	\$4.00	\$4.00	<b>\$4.00</b>	0.00%
Picnic Tables (per table per day)	\$6.00	\$6.00	\$6.00	\$6.00	\$6.00	<b>\$7.50</b>	25.00%
Bait / Worms	\$3.50	\$3.50	\$3.50	\$3.50	\$4.00	<b>\$4.00</b>	0.00%
Vendor permit	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	<b>\$60.00</b>	0.00%
Canoe/Kayak Rental - per hour	\$15.00	\$15.00	\$15.00	\$15.00	\$20.00	<b>\$20.00</b>	0.00%
- per 1/2 day (4 hours)	\$50.00	\$50.00	\$50.00	\$50.00	\$60.00	<b>\$60.00</b>	0.00%
Boat/Trailer Storage - off site	\$375.00	\$375.00	\$375.00	\$375.00	\$375.00	<b>\$375.00</b>	0.00%
Winter Trailer Storage/camp site	\$225.00	\$225.00	\$225.00	\$225.00	\$250.00	<b>\$250.00</b>	0.00%
Winter Storage Late Fee (per day)	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	<b>\$10.00</b>	0.00%
<b>BACKUS HERITAGE CONSERVATION AREA</b>							
<b>Rentals</b>							
Church Rental	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00	<b>\$0.00</b>	-100.00%
Ed. Centre Rentals							
- 1/2 day	\$240.00	\$240.00	\$240.00	\$240.00	\$247.00	<b>\$250.00</b>	1.21%
- full day Auditorium or Classroom	\$400.00	\$400.00	\$400.00	\$400.00	\$412.00	<b>\$425.00</b>	3.16%
- add for 2nd room	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	<b>\$75.00</b>	50.00%
<b>Photography</b>							
Photography Fee	\$75.00	\$75.00	\$75.00	\$75.00	\$100.00	<b>\$100.00</b>	0.00%
- includes entry for 2 passenger vehicles							
<b>Education Programming</b>							
- full day**			\$560.84	\$583.62	\$606.97	<b>\$625.18</b>	3.00%
- 1/2 day**			\$280.42	\$291.81	\$303.48	<b>\$312.59</b>	3.00%
<b>**Maximum 40 students per class per day.</b>							

**LONG POINT REGION CONSERVATION AUTHORITY**  
**CORPORATE SERVICES AND CONSERVATION LANDS FEE SCHEDULE**

	Draft 2026 before HST
<b>CORPORATE SERVICES</b> Hold Harmless Agreements for research or events Irrigation Access Permits within Conservation Authority owned properties	<b>\$45.13</b> <b>\$1,000.00</b>
<b>FORESTRY</b> Consulation Service per hour	<b>\$125.00</b>
<b>LANDS AND WATERS</b> <u>Tree Planting Program - Forest Ontario Sponsored</u> Full Service (Seedling and Planting) per tree <sup>1</sup>	<b>\$0.75</b>
<u>Private Landowner Tree Planting Program</u> Land Owner Cost per tree <sup>2</sup> Full Service (Seedling and Planting) per tree <sup>3</sup> Rental of Tree Planter per day for trees purchased from the Conservation Authority	<b>\$1.00 - \$2.39</b> <b>\$1.85 - \$3.10</b> <b>\$75.00</b>
<u>Restoration Program</u> Erosion Control - Landowner Plans	<b>\$309.73</b>
<b>LEE BROWN MARSH</b> <u>Goose Relocation</u> - Per Canada goose	<b>\$6.20</b>
<u>Hunting Fees</u> 1-Day Field Hunt , 1 person 1-Day (midweek) Marsh Hunt, 1 person 1-Day (midweek) Marsh Hunt, 4 people 3-Day Marsh Hunt for 4 people	<b>\$53.10</b> <b>\$518.89</b> <b>\$1,770.32</b> <b>\$4,425.78</b>
<sup>1</sup> <b>Pricing subject to change without notice. Subject to approval and availability. Minimum 500 seedlings must be planted.</b> <sup>2</sup> <b>Pricing subject to change without notice. Subject to availability. Minimum 150 seedlings/species.</b> <sup>3</sup> <b>Pricing subject to change without notice. Subject to availability. Minimum 5 acres and 500 seedlings.</b>	



**Long Point Region  
Conservation Authority**



Member of the  
Conservation Ontario Network

4 Elm Street, Tillsonburg, ON N4G 0C4  
519-842-4242 | 1-888-231-5408  
conservation@lprca.on.ca  
www.lprca.on.ca



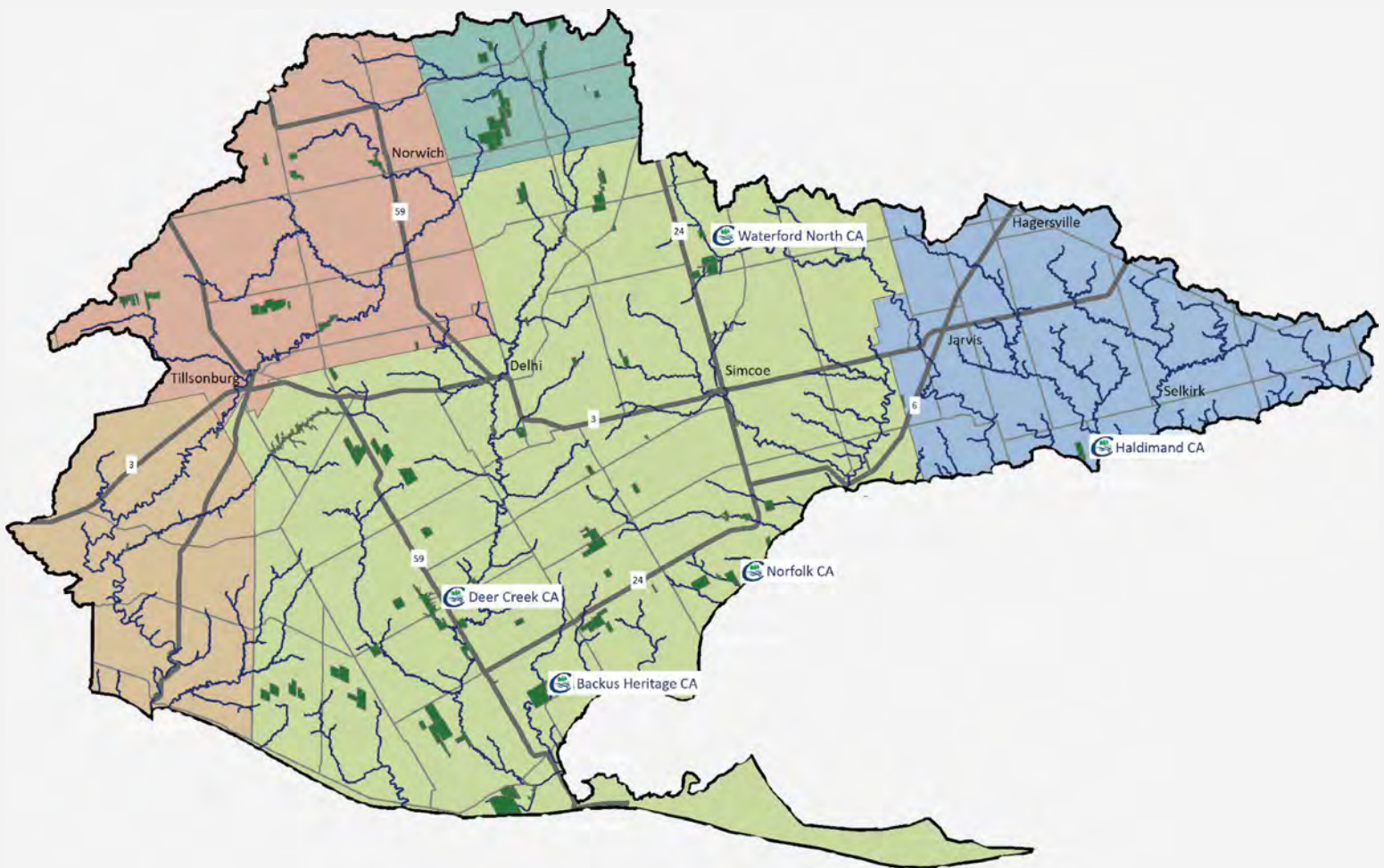
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@LongPointConservation



@longpointca



## **LPRCA MUNICIPAL PARTNERS**

Municipality of Bayham | County of Brant | Haldimand County | Town of  
Tillsonburg | Township of Malahide | Norfolk County | Township of Norwich  
Township of South-West Oxford

**Long Point Region Conservation Authority  
2026 DRAFT Consolidated Budget Summary**

	2023 Actual	2024 Actual	2025 Sept 30 YTD	2025 Budget	2026 Budget	2026 Change from 2025 Budget		% of Approved Budget
	\$	\$	\$	\$	\$	\$	%	
Total Operating Expenditures	5,706,284	6,022,736	4,172,733	6,082,265	6,370,228	287,963	4.7%	84.2%
Total Capital Expenditures *	349,326	349,326	170,336	808,864	1,199,455	390,591	48.3%	15.8%
<b>Total Expenditures</b>	<b>6,055,610</b>	<b>6,372,062</b>	<b>4,343,069</b>	<b>6,891,129</b>	<b>7,569,683</b>	<b>678,554</b>	<b>9.85%</b>	<b>100.0%</b>
<b><u>SOURCES OF REVENUE</u></b>								
Municipal Levy - Operating	2,164,617	2,174,447	1,678,261	2,237,681	2,238,181	500	0.02%	29.6%
Municipal Levy - Capital	349,326	349,326	368,550	157,500	157,000	(500)	-0.32%	2.1%
<b>Municipal Levy - Total</b>	<b>2,513,943</b>	<b>2,523,773</b>	<b>2,046,811</b>	<b>2,395,181</b>	<b>2,395,181</b>	<b>0</b>	<b>0.00%</b>	<b>31.64%</b>
<b>Municipal Levy - Special Norfolk</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>260,000</b>	<b>160,000</b>	<b>160.00%</b>	<b>3.4%</b>
<b>Total Municipal Levy</b>	<b>2,513,943</b>	<b>2,523,773</b>	<b>2,046,811</b>	<b>2,495,181</b>	<b>2,655,181</b>	<b>160,000</b>	<b>6.41%</b>	<b>35.08%</b>
Provincial Funding	73,440	38,861	10,668	4,500	4,500	-	0.0%	0.1%
MNR Grant	35,229	35,229	35,229	35,229	35,229	-	0.0%	0.5%
MNR WECI & Municipal Funding	56,387	69,971	-	147,500	135,000	(12,500)	0.0%	1.8%
Federal Funding	42,758	8,295	-	10,585	25,559	14,974	141.5%	0.3%
User Fees	3,306,904	3,442,048	3,293,151	3,369,136	3,465,785	96,649	2.9%	45.8%
Community Support	797,313	792,905	807,157	642,544	613,038	(29,506)	(4.6%)	8.1%
Interest on Investments	23,813	33,769	-	-	-	-	0.0%	0.0%
Land Donation	-	-	-	-	-	-	0.0%	0.0%
Gain on Sale of Assets	11,271	-	15,328	15,328	-	(15,328)	0.0%	0.0%
Contribution from(to) Reserves	(805,450)	(572,790)	-	186,455	635,391	448,936	240.8%	8.4%
<b>TOTAL REVENUE</b>	<b>6,055,610</b>	<b>6,372,062</b>	<b>6,208,344</b>	<b>6,906,457</b>	<b>7,569,683</b>	<b>663,226</b>	<b>9.60%</b>	<b>100.0%</b>

\* The Capital Expenditures in the 2026 Draft Budget are proposed to be funded by Municipal Levy of \$157,000.

\*\*Special Levy of \$260,000 to Norfolk County.

# Long Point Region Conservation Authority

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## 2026 DRAFT Consolidated Operating Budget

	2023	2024	2025	2025	2026	2026 Change from		Contribution	Increase to
	Actual	Actual	Sept 30 YTD	Budget	Draft Budget	2025 Budget		(to) from	Levy \$
	\$	\$	\$	\$		\$	%	Reserves \$	
<b>Program:</b>									
Watershed Planning and Technical Services	473,215	481,055	324,180	506,160	497,990	(8,170)	(1.6%)	-	40,830
Watershed Flood Control Services	373,087	395,486	130,837	368,890	386,914	18,024	4.9%	-	3,024
Healthy Watershed Services	273,472	285,601	189,848	229,726	218,079	(11,647)	(5.1%)	-	(2,852)
Conservation Authority Lands	418,652	507,883	377,058	738,447	782,315	43,868	5.9%	5,765	34,801
Communication and Marketing Services	68,768	97,510	74,595	122,411	125,663	3,252	2.7%	-	2,002
Backus Heritage and Education Services	317,138	310,351	211,866	334,746	328,803	(5,943)	(1.8%)	-	2,457
Conservation Parks Management Services	1,625,798	1,725,711	1,381,791	1,713,973	1,864,790	150,817	8.8%	-	No levy
Public Forest Land Management Services	344,037	358,754	265,454	319,295	326,511	7,216	2.3%	2,511	No levy
Private Forest Land Management Services	116,074	92,887	67,242	147,394	159,603	12,210	8.3%	-	No levy
Maintenance Operations Services	454,620	485,362	274,888	407,898	451,462	43,564	10.7%	-	27,284
Corporate Services	1,241,423	1,282,135	874,974	1,193,325	1,228,097	34,772	2.9%	136,660	(107,046)
<b>Total Program Expenditures</b>	<b>5,706,284</b>	<b>6,022,736</b>	<b>4,172,733</b>	<b>6,082,265</b>	<b>6,370,228</b>	<b>287,963</b>	<b>4.7%</b>	<b>144,936</b>	<b>500</b>
<b>Objects of Expenses:</b>									
Staff Expenses	3,086,063	3,467,652	2,511,069	3,898,139	4,148,928	250,789	6.4%		
Staff Related Expenses	41,698	32,834	26,524	49,775	44,925	(4,850)	(9.7%)		
Materials and Supplies	330,194	314,802	300,628	360,888	388,878	27,989	7.8%		
Purchased Services	1,855,278	1,777,659	1,227,625	1,647,616	1,662,366	14,750	0.9%		
Equipment	43,680	45,949	48,639	55,725	54,225	(1,500)	(2.7%)		
Other	66,652	63,299	58,248	70,122	70,906	784	1.1%		
Amortization	282,719	320,540	-	-	-	-	0.0%		
<b>Total Expenditures</b>	<b>5,706,284</b>	<b>6,022,736</b>	<b>4,172,733</b>	<b>6,082,265</b>	<b>6,370,228</b>	<b>287,963</b>	<b>4.7%</b>		
<b>Sources of Revenue:</b>									
Municipal Levy - Operating	2,164,617	2,174,447	1,678,261	2,237,681	2,238,181	500	0.02%		
Provincial Funding	73,440	38,861	10,668	4,500	4,500	-	0.0%		
MNR Grant	35,229	35,229	35,229	35,229	35,229	-	0.0%		
MNR WECl & Municipal Funding	56,387	69,971	-	-	-	-	0.0%		
Federal Funding	42,758	8,295	-	10,585	25,559	14,974	141.5%		
User Fees	3,306,904	3,442,048	3,293,151	3,369,136	3,465,785	96,649	2.9%		
Community Support	797,313	792,905	807,157	642,544	613,038	(29,506)	(4.6%)		
Interest on Investments	23,813	33,769	-	-	-	-	0.0%		
Land Donation	-	-	-	-	-	-	0.0%		
Gain on Sale of Assets	11,271	-	15,328	-	-	-	0.0%		
Contribution from (to) Reserves	(805,450)	(572,790)	-	5,346	144,936	139,590	2,611.0%		
Transfer from/(to) Current Year Surplus	-	-	-	0	0	(0)	0.0%		
<b>Total Revenue</b>	<b>5,706,284</b>	<b>6,022,736</b>	<b>5,839,794</b>	<b>6,305,020</b>	<b>6,527,228</b>	<b>222,207</b>	<b>3.5%</b>		
<b>Surplus - current year</b>	<b>-</b>	<b>-</b>	<b>1,667,061</b>	<b>222,755</b>	<b>157,000</b>	<b>(65,755)</b>	<b>(29.5%)</b>		

LPRCA 2026 MUNICIPAL LEVY - CONSOLIDATED - DRAFT					
MUNICIPALITY	OPERATING	LEVY AMOUNTS CAPITAL	TOTAL	PER CAPITA (Watershed)	PER CAPITA (Municipality)
Haldimand County	\$326,076	\$22,873	\$348,949	\$23.29	\$8.15
Norfolk County	\$1,129,071	\$79,200	\$1,208,271	\$23.54	\$22.36
Norwich Twp.	\$158,549	\$11,122	\$169,670	\$27.11	\$20.06
South-West Oxford Twp.	\$45,436	\$3,187	\$48,623	\$27.84	\$8.35
Tillsonburg	\$296,759	\$20,816	\$317,575	\$22.21	\$22.21
Total Oxford County	\$500,743	\$35,125	\$535,868		
Brant County	\$166,170	\$11,656	\$177,826	\$31.76	\$5.43
Bayham Municipality	\$100,351	\$7,039	\$107,390	\$19.77	\$19.77
Malahide Township	\$15,770	\$1,106	\$16,876	\$25.61	\$2.56
	\$2,238,181	\$157,000	\$2,395,181	\$23.88	\$14.08
Increase over 2025	\$500	(\$500)	\$0		
Per Capita Increase over 2025	\$0.00	(\$0.00)	\$0.00		

**5 Year Summary by Municipality of Levy Apportioned by CVA %**

**LPRCA**

Draft Budget    Operating Levy  
\$    2,238,181

**360**

Draft Budget    Capital Levy  
\$157,000

Draft Budget    Total Levy  
\$2,395,181

		Municipal Levy - Operating				Municipal Levy - Capital				Municipal Levy - Combined			
Municipality	Year	Amount of Levy Share	% of Total Levy*	\$ Increase Year over Year	% Increase Year over Year	Amount of Levy Share	% of Total Levy*	\$ Increase Year over Year	% Increase Year over Year	Amount of Levy Share	% of Total Levy*	\$ Increase Year over Year	% Increase Year over Year
Haldimand County	2022	\$245,330	14.23%	\$5,239	2.25%	\$54,309	14.23%	\$938	1.72%	\$299,638	14.23%	\$6,177	2.15%
	2023	\$302,661	14.42%	\$57,331	23.37%	\$21,624	14.42%	(\$32,685)	-60.18%	\$324,284	14.42%	\$24,646	8.23%
	2024	\$308,299	14.37%	\$5,638	1.86%	\$27,144	14.37%	\$5,520	25.53%	\$335,443	14.37%	\$11,159	3.44%
	2025	\$324,627	14.51%	\$16,328	5.30%	\$22,849	14.51%	(\$4,295)	-15.82%	\$347,476	14.51%	\$12,034	3.59%
	2026	\$326,076	14.57%	\$1,449	0.45%	\$22,873	14.57%	\$24	0.11%	\$348,949	14.57%	\$1,473	0.42%
Norfolk County	2022	\$901,067	52.26%	\$18,883	2.18%	\$199,470	52.26%	\$3,364	1.65%	\$1,100,537	52.26%	\$22,247	2.08%
	2023	\$1,088,124	51.83%	\$187,057	20.76%	\$77,741	51.83%	(\$121,729)	-61.03%	\$1,165,865	51.83%	\$65,328	5.94%
	2024	\$1,102,753	51.39%	\$14,629	1.34%	\$97,091	51.39%	\$19,350	24.89%	\$1,199,844	51.39%	\$33,978	2.91%
	2025	\$1,136,959	50.81%	\$34,206	3.10%	\$80,025	50.81%	(\$17,066)	-17.58%	\$1,216,984	50.81%	\$17,140	1.43%
	2026	\$1,129,071	50.45%	(\$7,887)	-0.69%	\$79,200	50.45%	(\$825)	-1.03%	\$1,208,271	50.45%	(\$8,712)	-0.72%
Oxford County*	2022	\$368,308	21.36%	\$7,699	2.20%	\$81,533	21.36%	\$1,371	1.67%	\$449,841	21.36%	\$9,070	2.10%
	2023	\$451,909	21.52%	\$83,601	22.70%	\$32,287	21.52%	(\$49,246)	-60.40%	\$484,196	21.52%	\$34,355	7.64%
	2024	\$469,365	21.87%	\$17,456	3.86%	\$41,325	21.87%	\$9,038	27.99%	\$510,690	21.87%	\$26,494	5.47%
	2025	\$497,571	22.24%	\$28,207	6.01%	\$35,022	22.24%	(\$6,303)	-15.25%	\$532,593	22.24%	\$21,904	4.29%
	2026	\$500,743	22.37%	\$3,172	0.64%	\$35,125	22.37%	\$104	0.30%	\$535,868	22.37%	\$3,275	0.61%
Brant County	2022	\$119,089	6.91%	\$4,159	3.78%	\$26,363	6.91%	\$814	3.15%	\$145,452	6.91%	\$4,974	3.66%
	2023	\$147,095	7.01%	\$28,006	23.52%	\$10,509	7.01%	(\$15,854)	-60.14%	\$157,605	7.01%	\$12,153	8.36%
	2024	\$152,855	7.12%	\$5,760	3.92%	\$13,458	7.12%	\$2,949	28.06%	\$166,313	7.12%	\$8,709	5.53%
	2025	\$162,960	7.28%	\$10,104	6.61%	\$11,470	7.28%	(\$1,988)	-14.77%	\$174,429	7.28%	\$8,116	4.88%
	2026	\$166,170	7.42%	\$3,210	1.97%	\$11,656	7.42%	\$186	1.62%	\$177,826	7.42%	\$3,396	1.95%
Bayham Municipality	2022	\$77,927	4.52%	\$1,256	1.68%	\$17,251	4.52%	\$207	1.18%	\$95,177	4.52%	\$1,463	1.58%
	2023	\$94,466	4.50%	\$16,539	21.22%	\$6,749	4.50%	(\$10,502)	-59.78%	\$101,215	4.50%	\$6,038	6.34%
	2024	\$97,190	4.53%	\$2,724	2.88%	\$8,557	4.53%	\$1,808	10.61%	\$105,747	4.53%	\$4,532	4.48%
	2025	\$99,651	4.45%	\$2,461	2.53%	\$7,014	4.45%	(\$1,543)	-8.94%	\$106,665	4.45%	\$918	0.87%
	2026	\$100,351	4.48%	\$700	0.70%	\$7,039	4.48%	\$25	0.37%	\$107,390	4.48%	\$725	0.68%
Malahide Township	2022	\$12,538	0.74%	\$594	5.00%	\$2,775	0.74%	(\$17)	-0.62%	\$15,313	0.74%	\$576	3.93%
	2023	\$15,255	0.73%	\$79	0.66%	\$1,090	0.73%	\$6	0.21%	\$16,345	0.73%	\$84	0.58%
	2024	\$15,502	0.73%	\$2,717	21.67%	\$1,365	0.73%	(\$1,686)	-60.73%	\$16,867	0.73%	\$1,032	7.04%
	2025	\$15,913	0.72%	\$247	1.62%	\$1,120	0.72%	\$275	25.23%	\$17,033	0.72%	\$522	3.43%
	2026	\$15,770	0.70%	(\$144)	-0.90%	\$1,106	0.70%	(\$14)	-1.24%	\$16,876	0.70%	(\$158)	-0.96%
	2026	<u>\$2,238,181</u>		<u>\$500</u>	0.02%	<u>\$157,000</u>		<u>(\$500)</u>	-0.32%	<u>\$2,395,181</u>		<u>\$0</u>	0.00%

	<u>Operating</u>			<u>Capital</u>			<u>Combined</u>				
2022	\$	1,724,258		\$	381,700		\$	2,105,959			
2023	\$	2,099,510	\$ 375,251	21.76%	\$	150,000	\$ (231,700)	-60.70%	\$ 2,249,510	\$ 143,551	6.82%
2024	\$	2,145,963	\$ 46,453	2.21%	\$	188,940	\$ 38,940	25.96%	\$ 2,334,903	\$ 85,393	3.80%
2025	\$	2,237,681	\$ 91,718	4.27%	\$	157,500	\$ (31,440)	-16.64%	\$ 2,395,181	\$ 60,278	2.58%
2026	\$	2,238,181	\$ 500	0.02%	\$	157,000	\$ (500)	-0.32%	\$ 2,395,181	\$ 0	0.00%
<b>Total</b>	\$	10,445,592			\$	1,035,140			\$ 11,480,733		

<u>Notes: Operating</u>			<u>Notes: Capital</u>			<u>Notes: Combined</u>		
2022	\$17.71	per capita	2022	\$3.92	per capita	2022	\$22.94	per capita
2023	\$21.41	per capita	2023	\$1.53	per capita	2023	\$22.94	per capita
2024	\$21.65	per capita	2024	\$1.91	per capita	2024	\$23.56	per capita
2025	\$22.40	per capita	2025	\$1.58	per capita	2025	\$23.98	per capita
2026	\$22.32	per capita	2026	\$1.57	per capita	2026	\$23.88	per capita
<u>Oxford County Apportionment:</u>			<u>Oxford County Apportionment:</u>			<u>Oxford County Apportionment:</u>		
Norwich Twp.	\$	158,549	Norwich Twp.	\$	11,122	Norwich Twp.	\$	169,670
South-West Oxford	\$	45,436	South-West Oxford	\$	3,187	South-West Oxford	\$	48,623
Tillsonburg	\$	296,759	Tillsonburg	\$	20,816	Tillsonburg	\$	317,575
	\$	500,743		\$	35,125		\$	535,868



**Kettle Creek**  
Conservation Authority

## Full Authority Minutes October 15, 2025

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, October 15, 2025 at 10:01 a.m. The meeting was streamed live to Facebook.

As the Chair Todd Noble was absent, Vice Chair Sharron McMillan chaired the meeting. The meeting came to order at 10:01 a.m. As some members attended virtually, all votes were recorded and are included in the Recorded Vote Registry.

Jerry Pribil arrived at the meeting at 10:09 a.m.

### Audio/Video Record Notice

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

### Land Acknowledgement

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

### Members Present:

Lori Baldwin-Sands	St. Thomas	In Person
Frank Berze	Middlesex Centre	In Person
Jim Herbert	St. Thomas	In Person
Sharron McMillan, Vice Chair	Thames Centre	In Person
Jerry Pribil	London	Virtual
JJ Strybosch	London	Virtual
John Wilson	Malahide	Virtual

### Members Absent with Regret:

Grant Jones	Southwold
Todd Noble, Chair	Central Elgin
Sam Trosow	London

### Staff Present

Michael Buis	LWCA Coordinator	In Person
Jennifer Dow	Water Resources Supervisor	In Person
Maisa Fumagalli	Planning and Regulations Supervisor	In Person

Jessica Kirschner	Corporate Services Coordinator	Virtual
Rob Lindsay	DWCA Coordinator	In Person
Betsy McClure	Manager Communications/Stewardship/Outreach	In Person
Jessy Van der Vaart	Communications and Outreach Coordinator	In Person
Elizabeth VanHooren	General Manager/Secretary Treasurer	In Person

### **Introductions & Declarations of Pecuniary Interest**

There were no declarations of pecuniary interest.

### **Delegations/Presentations**

There were no delegations or presentations.

### **Hearing Board**

There was no Hearing required.

### **Minutes of Meeting**

#### **FA95/2025**

**Moved by:** Jim Herbert

**Seconded:** Frank Berze

That the minutes of the September 17, 2025 Full Authority Meeting be approved.

**Carried**

#### **FA96/2025**

**Moved by:** Frank Berze

**Seconded:** John Wilson

That the minutes of the October 8, 2025 Executive Committee Meeting be approved.

**Carried**

### **Matters Arising**

- a) Media Report
- b) Project Tracking
- c) Watershed Conditions

#### **FA97/2025**

**Moved by:** Lori Baldwin-Sands

**Seconded:** Frank Berze

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

**Carried**

**Correspondence**

- a) News Release: Ontario Implementing Hiring Freeze for Provincial Agencies September 26, 2025

**FA98/2025**

**Moved by:** John Wilson

**Seconded:** JJ Strybosch

That the correspondence be received.

**Carried**

**Statement of Revenue and Expenses****FA99/2025**

**Moved by:** Lori Baldwin-Sands

**Seconded:** JJ Strybosch

That the Statements of Revenue and Expenses dated September 30, 2025 be approved.

**Carried**

**New Business**

- a) Lakeshore Camping Improvement Update

**FA100/2025**

**Moved by:** John Wilson

**Seconded:** JJ Strybosch

That the Lakeshore Camping Area Improvement Update be received.

**Carried**

- b) 2025 Capital Budget Update

**FA101/2025**

**Moved by:** Jim Herbert

**Seconded:** Frank Berze

That 2025 Budget allocations be re-directed to complete hydro upgrades and improvements at Dalewood Conservation Area as outlined in the staff report to an upset limit of \$65,000.

**Carried**

- c) 2026 Draft Budget

**FA102/2025**

**Moved by:** Lori Baldwin-Sands

**Seconded:** Jim Herbert

That the staff report on the 2026 Draft Budget be received.

**Carried**

- d) October Planning and Regulations Report

**FA103/2025**

**Moved by:** Jim Herbert

**Seconded:** JJ Strybosch

That the October Planning and Regulations Activity Report be received.

**Closed Session**

VanHooren identified the addition of a property matter to the Closed Agenda as Item e).

The Closed Session meeting began at 11:01 a.m.

**FA104/2025**

**Moved by:** Jim Herbert

**Seconded:** Frank Berze

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

**Carried**

**FA105/2025**

**Moved by:** Frank Berze

**Seconded:** JJ Strybosch

That the Full Authority revert to Open Session and report.

**Carried**

The Open Session resumed at 11:27 a.m.

- a) September 17, 2025 Full Authority Closed Session Minutes

- b) October 8, 2025 Executive Committee Closed Session Minutes

**FA106/2025**

**Moved by:** John Wilson

**Seconded:** JJ Strybosch

That the Closed Session minutes of the September 17, 2025 Full Authority Meeting and the October 8, 2025 Executive Committee Meeting be approved.

**Carried**

- c) Property Matter – Security of Property

- e) Property Matter – Security of Property

**FA107/2025**

**Moved by:** Lori Baldwin-Sands

**Seconded:** Frank Berze

That staff proceed as directed on property matters.

- d) Legal Matter Violation V25-001

No report.

**Upcoming Meetings**

The next Full Authority meeting is scheduled for November 19, 2025 at 10:00 a.m.


**FA108/2025**

**Moved by:** Lori Baldwin-Sands

**Seconded:** John Wilson

That the meeting adjourn at 11:29 a.m.

**Carried**




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Elizabeth VanHooren  
General Manager/Secretary Treasurer




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Sharron McMillan  
Vice Chair

**Recorded Vote Registry FA95/2025 to FA100/2025**

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

Board Member	FA95/2025	FA96/2025	FA97/2025	FA98/2025	FA99/2025	FA100/2025
Baldwin-Sands	Y	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y	Y
Jones	A	A	A	A	A	A
McMillan	Y	Y	Y	Y	Y	Y
Noble	A	A	A	A	A	A
Pribil	A	A	Y	Y	Y	Y
Strybosch	Y	Y	Y	Y	Y	Y
Trosow	A	A	A	A	A	A
Wilson	Y	Y	Y	Y	Y	Y
<b>Result</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>

**Recorded Vote Registry FA101/2025 to FA106/2025****A=Absent Y=Yes N=No AB=Abstain**

<b>Board Member</b>	<b>FA101/2025</b>	<b>FA102/2025</b>	<b>FA103/2025</b>	<b>FA104/2025</b>	<b>FA105/2025</b>	<b>FA106/2025</b>
<b>Baldwin-Sands</b>	Y	Y	Y	Y	Y	Y
<b>Berze</b>	Y	Y	Y	Y	Y	Y
<b>Herbert</b>	Y	Y	Y	Y	Y	Y
<b>Jones</b>	A	A	A	A	A	A
<b>McMillan</b>	Y	Y	Y	Y	Y	Y
<b>Noble</b>	A	A	A	A	A	A
<b>Pribil</b>	Y	Y	Y	Y	Y	Y
<b>Strybosch</b>	Y	Y	Y	Y	Y	Y
<b>Trosow</b>	A	A	A	A	A	A
<b>Wilson</b>	Y	Y	Y	Y	Y	Y
<b>Result</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>	<b>Carried</b>

**Recorded Vote Registry FA107/2025 to FA108/2025****A=Absent Y=Yes N=No AB=Abstain**

<b>Board Member</b>	<b>FA107/2025</b>	<b>FA108/2025</b>
<b>Baldwin-Sands</b>	Y	Y
<b>Berze</b>	Y	Y
<b>Herbert</b>	Y	Y
<b>Jones</b>	A	A
<b>McMillan</b>	Y	Y
<b>Noble</b>	A	A
<b>Pribil</b>	Y	Y
<b>Strybosch</b>	Y	Y
<b>Trosow</b>	A	A
<b>Wilson</b>	Y	Y
<b>Result</b>	<b>Carried</b>	<b>Carried</b>

## NOTICE OF INTENT TO EXEMPT PROJECT THROUGH SCREENING GOVERNMENT PROPERTY CLASS ENVIRONMENTAL ASSESSMENT

### Project 240208-280157 Firing Range Ontario Police College, 10716 Hacienda Road, Aylmer ON

#### Project Description:

Colliers Project Leaders Inc., on behalf of Infrastructure Ontario (IO) and the Solicitor General (the Proponent) are proposing to design and construct a new 100-yard outdoor firing range adjacent to the existing range. The new range will incorporate features to withstand bullet impact. The existing range will then be expanded to match the length of the new range and will be enhanced to ensure the existing range meets similar standards to the new range.

The Project site is on the Ontario Police College (OPC). The OPC is a large, campus style facility that consists largely of landscaped or developed lands and buildings. The Property is not considered heritage and there are no natural environmental features within the Project area. There are no known archaeological features present on

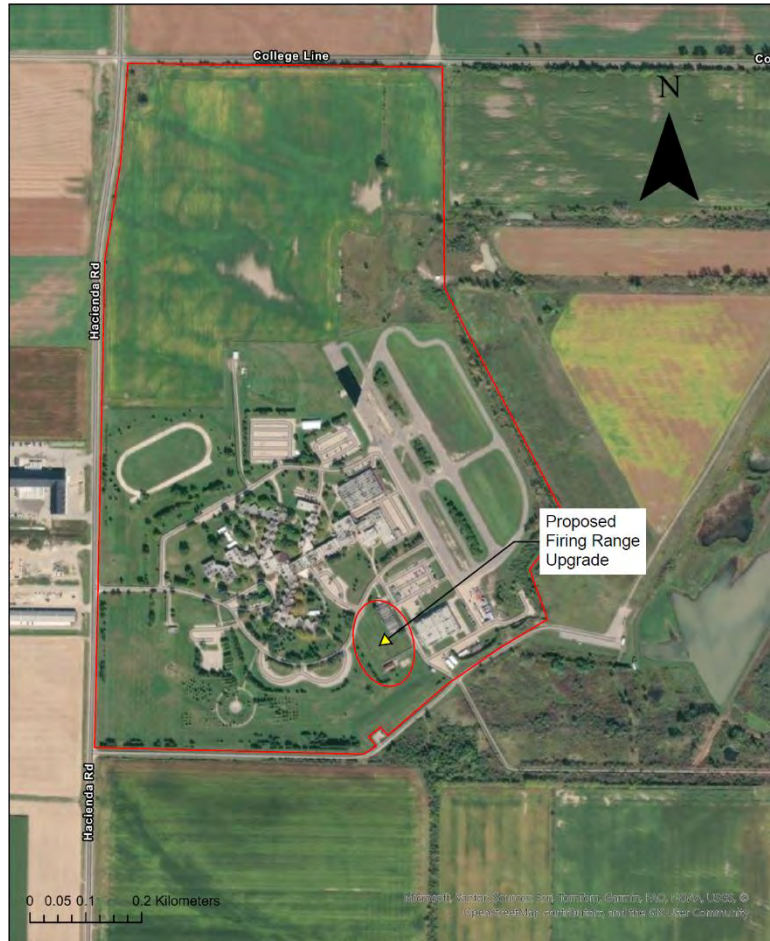
site (investigations are ongoing). Anticipated impacts will be on-site, minimal, and will occur over the short timeframe of the construction phase. The anticipated short-term construction related impacts are typical and responsive to industry standard mitigation measures.

Based on the Government Property Class EA (Class EA) process, it was determined that there would be no adverse environmental impacts from the proposed projects and thus, consideration is being given to exempting the Project from the *Ontario Environmental Assessment Act* (OEAA) requirements.

#### Comment Period:

This notification is to inform you of the opportunity to provide comments on the Project and the proposed exemption of the project from the Class EA process (OEAA). There is a two-week comment period starting **November 24, 2025** and ending **December 08, 2025** for comments to be received. Comments related to the project are to be directed to:

Anna Mahmud  
Environmental Coordinator, HDR Inc.,  
E-mail: [anna.mahmud@hdrinc.com](mailto:anna.mahmud@hdrinc.com)  
Phone: 289-788-6668



This Notice was issued on November 24, 2025.

# NOTICE OF A HEARING

## Enbridge Gas Inc. has applied to dispose of the balances of certain deferral and variance accounts

If the application is approved as filed, a typical residential customer and a typical general service customer of Enbridge Gas Inc. (Enbridge Gas) would see the following billing adjustments, effective July 1, 2026:

### EGD Rate Zone (former Enbridge Gas Distribution Inc. customers)

- **Residential Rate 1 Sales Service and Direct Purchase** customers will see a one-time billing credit of \$15.42.

### Union Rate Zones (former Union Gas Limited customers)

- **Union South Residential Rate M1 Sales Service** customers will see a billing charge of \$14.70, which Enbridge Gas proposes to spread evenly over three months to smooth bill impacts.
- **Union South Residential Rate M1 Direct Purchase** customers will see a billing charge of \$6.83, which Enbridge Gas proposes to spread evenly over three months to smooth bill impacts
- **Union North-West Residential Rate 01 Sales Service and Direct Purchase** customers will see a one-time billing credit of \$19.64
- **Union North-East Residential Rate 01 Sales Service and Direct Purchase** customers will see a one-time billing credit of \$12.07.

Other customers, including businesses, may also be affected. It is important to review the application carefully to determine whether you may be affected by the proposed changes.

## YOU SHOULD KNOW

### THE ONTARIO ENERGY BOARD WILL HOLD A PUBLIC HEARING

There are three types of OEB Hearings: oral, electronic and written. The applicant has applied for a written hearing. If you think a different hearing type is needed, you can write to us to explain why. During this hearing, we will question the applicant about its case. We will also hear questions and arguments from participants that have registered as Intervenor. After reviewing all the evidence, we will decide whether to approve this application.

### HAVE YOUR SAY

You have the right to information about this application and to participate in the process.

Visit [www.oeb.ca/notice](http://www.oeb.ca/notice) and use file number **EB-2025-0155** to:

- Review the application
- Apply to become an intervenor
- File a letter with your comments

### IMPORTANT DATES

You must engage with the OEB on or before **December 8, 2025** to:

- Provide input on the hearing type (oral, electronic or written)
- Apply to be an intervenor

If you do not, the hearing will move forward without you, and you will not receive any further notice of the proceeding.

### PRIVACY

If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. If you are a business or if you apply to become an intervenor, all the information you file will be on the OEB website.

### COST AWARDS

The OEB intends to consider cost awards in this proceeding that are in accordance with the Practice Direction on Cost Awards and only in relation to the following:

1) The review of the following deferral and variance accounts:

#### ***Enbridge Gas Inc. Accounts***

- Upstream Transportation Optimization Variance Account
- Unaccounted for Gas Volume Variance Account
- Unaccounted for Gas Price Variance Account
- Transportation from Dawn Service Deferral Account
- Deferral Clearance Variance Account
- Parkway Delivery Obligation Variance Account

- Facility Carbon Charge Variance Account 371
- Customer Carbon Charge Variance Account
- Carbon Charges Bad Debt Deferral Account
- Integrated Resource Operating Costs Deferral Account
- Dawn Parkway Surplus Capacity Deferral Account
- Distribution Integrity Management Program Deferral Account
- Post Retirement True-Up Variance Account
- Clean Fuel Regulation Credits Deferral Account
- Indigenous Working Group Deferral Account
- Average Use Variance Account
- Getting Ontario Connected Variance Account
- Enbridge Sustain Affiliate Recoveries Variance Account

#### ***EGD Rate Zone (former Enbridge Gas Distribution Inc.) Accounts***

- Storage and Transportation Deferral Account
- Open Bill Extension Deferral Account

#### ***Union Rate Zones (former Union Gas Limited) Accounts***

- Unabsorbed Demand Costs Variance Account
- Short-Term Storage and Other Balancing Services


2) The review of Enbridge Gas's 2024 Performance Scorecard.

3) The review of the methodology for disposing and allocating the deferral and variance account balances.

### **LEARN MORE**

#### **Ontario Energy Board**

 1 877-632-2727 TTY: 1-877-632-2727

 Monday - Friday 8:30 AM - 5:00 PM

 [oeb.ca/notice](https://oeb.ca/notice)

#### **Enbridge Gas Inc.**

 1-866-362-7434

 Monday - Friday 8:00 AM - 6:00 PM

 [enbridgegas.com](https://enbridgegas.com)

**From:** Bonnie Adams <Bonnie.Adams@enbridge.com>

**Sent:** Friday, November 28, 2025 3:12 PM

EB-2025-0155 Enbridge Gas Inc. - 2024 Utility Earnings and Disposition of Deferral & Variance Account Balances - Notice of Application

To: Clerks of All Municipalities in Which Enbridge Gas Supplies Gas

On October 30, 2025, Enbridge Gas Inc. (Enbridge Gas) filed an application with the Ontario Energy Board (OEB) for an Order or Orders approving the clearance or disposition of amounts recorded in certain deferral or variance accounts.

On November 24, 2025, the OEB issued the Notice of Application along with the Letter of Direction for the proceeding. The OEB has directed Enbridge Gas to serve a copy of the Notice of Application along with the application and evidence on the clerks of all municipalities in which Enbridge Gas supplies gas.

Attached please find the OEB's Notice of Application (English and French) along with Enbridge Gas' application and evidence as filed with the OEB.

The OEB's Notice of Application provides information on how to become informed and involved in the proceeding. Interested parties can apply to the OEB for Intervenor Status in this proceeding by December 8, 2025.

A paper copy of the evidence filed in this proceeding is available upon request and can also be viewed on Enbridge's website under Other Regulatory Proceedings: [Regulatory Information | Enbridge Gas](#)

Please contact me if you have any questions.

Sincerely,

**Bonnie Jean Adams**

Regulatory Coordinator

**Enbridge Gas Inc.**

T: 416-495-5751

500 Consumers Road | North York Ontario | M2J 1P8

[enbridgegas.com](https://enbridgegas.com)

Safety. Integrity. Respect. Inclusion. High Performance.

**REPORT /2025: To The Full Authority**

FROM: Peter Dragunas, Water Management Technician

SUBJECT: Catfish Creek Channel Sounding

DATE: October 30, 2025

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**Purpose:**

To update the Full Authority with the results of the October 20, 2025, Catfish Creek channel sounding at Port Bruce.

**Discussion / Background:**

Please find attached, related maps and associated assessment of the October 2025 seasonal fall sounding of the Catfish Creek at Port Bruce.

Attachments:

- September 2024 sounding map,
- October 2025 sounding map,
- Port Bruce, Year to Year (2024-2025) Sediment Deposition and Transport Zones map.

At the time of the October 2025 sounding, the recorded four hour mean Lake Erie water level at Port Bruce was 0.49m (1.61ft.) above chart datum (CD), (Environment Canada, Lake Erie water level station #12400 at Port Stanley).

Recorded four hour mean water level for the soundings discussed in this report are:

- September 2024, 0.919 m (3.02ft.),
- October 2025, 0.490m (1.61ft) above chart datum.

As shown above, water levels in Lake Erie fluctuate. This is due to various external environmental and meteorological effects, the main being the volume of water entering the Great Lakes hydrologic cycle. Consequently, the fluctuating water level identifies the need for a sounding baseline, to separate the variable water levels (water depth), from the sediment deposition and transport information. Accordingly, the Lake Erie Chart Datum of 173.5 meters is used as the water level sounding baseline for Catfish Creek sounding at Port Bruce.

The Port Stanley, Environment Canada, Lake Erie water level station records show that water levels for the October 2025 sounding compared to the September 2024 sounding are down 0.429m (1.407 ft.) year to year. Since the Catfish Creek Channel bathymetry data is calculated relative to CD, the lake levels do not alter the bathymetric mapping results and are included for information purposes only.

The October 2025 sounding outlines three historically consistent areas of deposition along with an additional persistent and optimistically ephemeral area which is identified in the September 2024 sounding. The first zone is located at the northern reach of the sounding area, the second is just south of the Imperial Street bridge, the third is at BeeLine Trailer Park (all be it smaller than the September 2024 sounding), with an additional potential ice jam originating area identified in 2024 as noteworthy, which is located immediately north of the harbour breakwall at the southern outlet of Rocabore Bay. This area is already a zone of concern since the sum of the Catfish Creek watershed freshet and ice volume has to travel thorough this man-made area of constriction.

At present the Rocabore Bay depositional area is ~~374~~ smaller in size than characterized in the September 2024 sounding. A couple of rationalizations may be.

- a) The 2025 winter season produced more lake and riverine ice, lessening the impact of winter storm wave upswells which transport lake sediment into the southern margins of the harbour and for morphological reasons deposit the sediment at the outlet of Rocabore Bay.
- b) Some of the sediment may have been incidentally removed during the 2025, spring freshet, harbour ice removal schedule.

Possible Rocabore Bay depositional area reasonings for the 2025 winter season:

1. If it is a mild winter and the lake remains open for any length of time during the fall/winter storm season, dominant southerly winds could produce wave upswells that will transport sediment into the harbour, essentially depositing sediment in the southern ephemeral depositional area of Rocabore Bay (identified in September 2024 sounding) and conceivably creating a noteworthy ice jam generating obstruction.
2. On the other hand, if the dominant winds do not persist from the south and there is sufficient precipitation to produce meaningful channel flows prior to freeze-up thereby flushing the migratory lake sediment back out and maintain sufficient free board for the spring ice passage.

The October 2025 sounding results show an intermittent recovering thalweg compared to the fall 2024 sounding (state of equilibrium cycle). The lower half of the sounding area from Erie Marina shows a comparatively (relative to the upper sounding reaches) better and wider defined thalweg, whose connectivity with a similar thalweg at Levis Street is interrupted by a historical but lesser than usual depositional zone at the BeeLine trailer park.

It is anticipated that the sediment depositional zone volumes may further abate as seasonal channel water levels rise and flows increase during the wetter fall season. Assuming the 2025 summer low flow season did not produce much upstream riverine scour and subsequent sediment, it is anticipated that the immediate upstream sediment load is below average with a lesser amount available for transport into the lower reaches of the sounding area, also the predictable fall increased flows are anticipated to even and distribute some of the grounded sediment over the study area as the sediment migration continues out into the lake. This is projected to relieve depositional areas of excess sediment and optimistically lessen the possibility of ice jamming in these perpetual zones of sedimentation.

### **Thalweg Rationalization**

This spring/summer has seen less precipitation than normal. The seasonal rains did not produce amplified stream scouring flows, yet it appears to have produced sufficiently elevated early season sediment transport flows which affected the in-situ sediment movement. Catfish Creeks year to year bathymetric changes to the natural depositional areas along with the channels transport zones characterize the channels morphological equilibrium within Port Bruce. As one component of equilibrium, Catfish Creek continues to develop by redefining an unstable thalweg by increasing or decreasing the channels' ability to maintain seemly suitable hydrological conveyance characteristics. This sounding seems to identify improved conveyance characteristics relative to the September 2024 sounding.

### **Recommendation:**

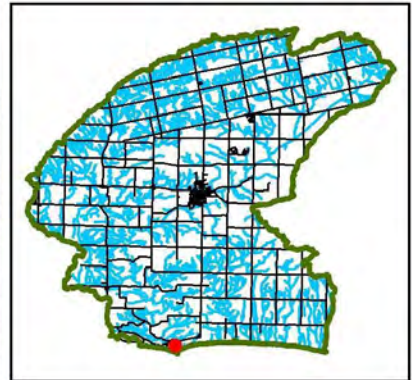
That, the channel sounding observations described in Report /2025, be received as information at this time.

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Peter Dragunas,  
Water Management Technician



Port Bruce  
September, 2024  
Sounding

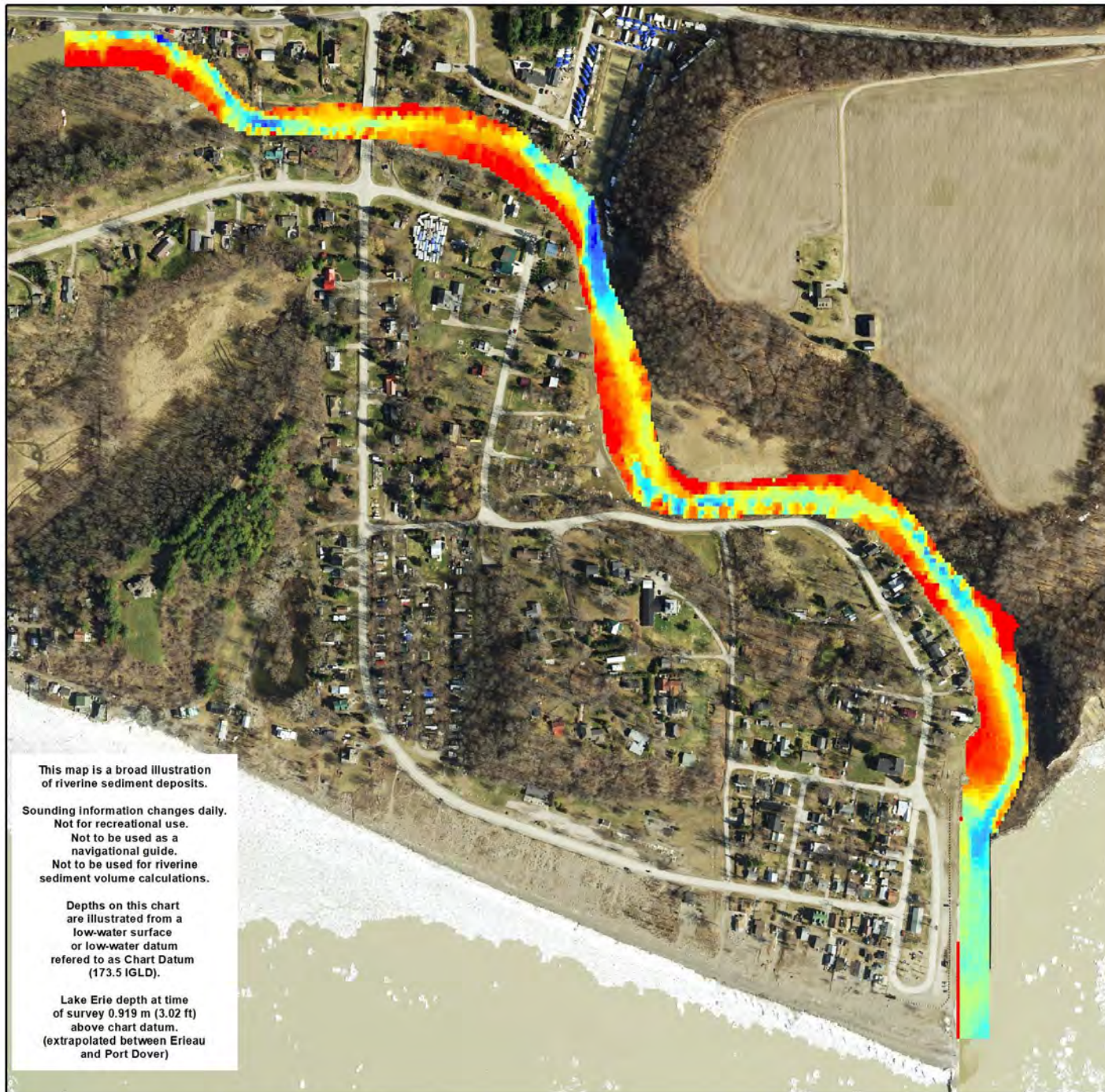


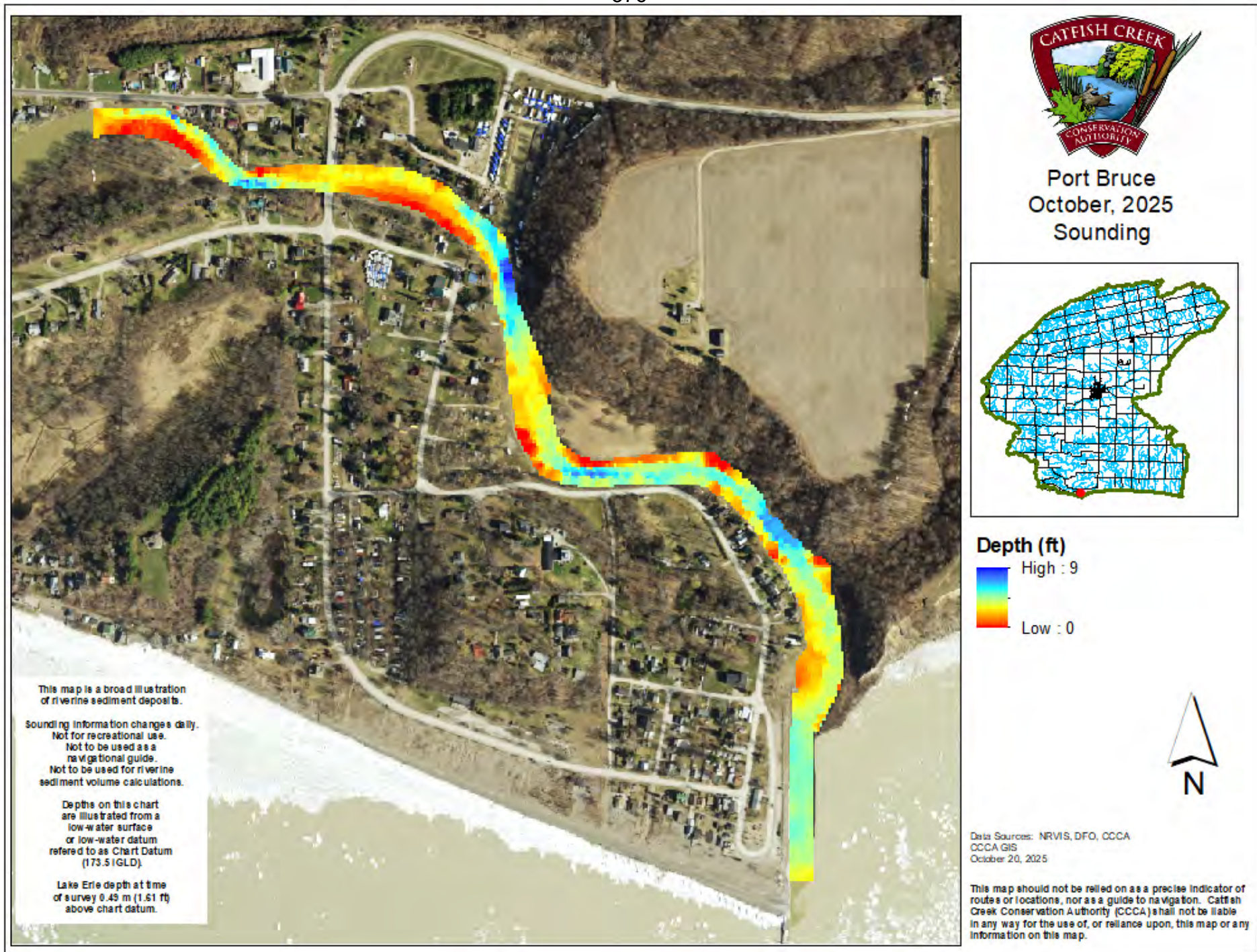
Feet  
High : 9  
Low : 0

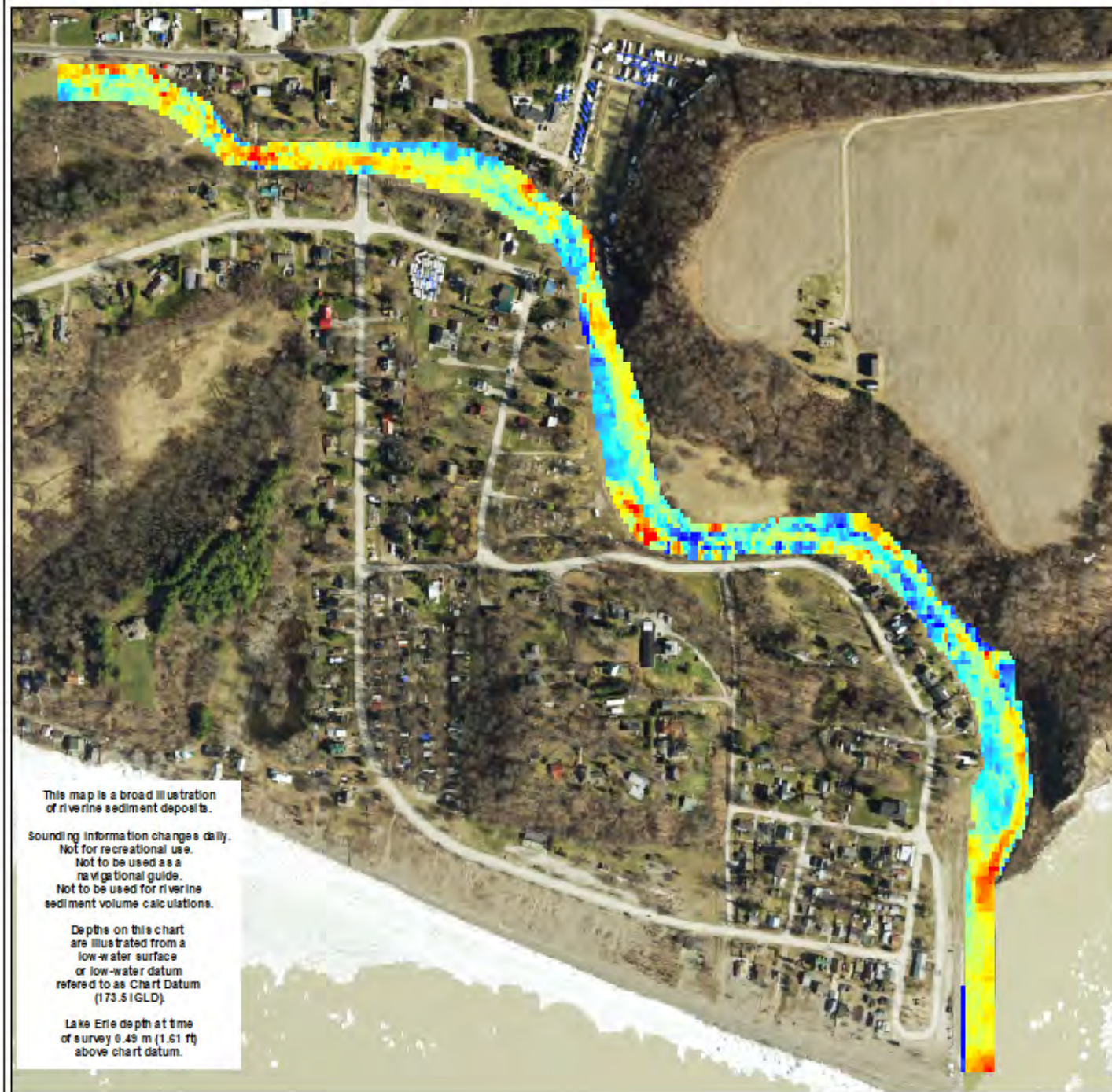


Data Sources: NRVIS, DFO, CCCA  
CCCA GIS  
September 17, 2024

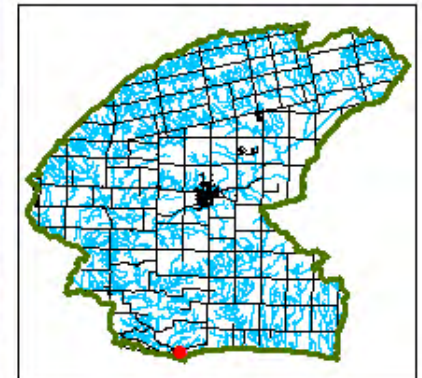
This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. Cattfish Creek Conservation Authority (CCCA) shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.







Port Bruce  
Year to Year (2024-2025)  
Sediment Deposition  
and Transport  
Zones



Data Sources: NRVS, DFO, CCCA  
CCCA GIS  
October 20, 2025

This map should not be relied on as a precise indicator of routes or locations, nor as a guide to navigation. Cattfish Creek Conservation Authority (CCCA) shall not be liable in any way for the use of, or reliance upon, this map or any information on this map.



**DATE:** November 18, 2025

**MEMORANDUM TO:** Ontario Corps Partners and Community Emergency Management Coordinators

**SUBJECT:** FPT Meeting on Emergency Management

Dear partners,

Last week I had the honour of co-chairing the Federal-Provincial-Territorial ministers meeting responsible for emergency management in Toronto. I am writing to highlight the collaborative efforts underway among leaders across Canada to protect Ontario and all of Canada. The meeting served as a platform to advance coordinated approaches to emergency management, engaging government and Indigenous leadership in meaningful dialogue and shared action.

Throughout our discussions, we addressed challenging topics with purpose – lessons learned from this summer's significant wildland fire season, civilian response capabilities, communications infrastructure and our approach to the renewal of our national emergency management strategy. Many of us also highlighted our own volunteer-based initiatives, such as Ontario Corps, to build opportunities for a pan-Canadian approach to civilian involvement through work with volunteers and partner organizations.

We also launched the call for nominations for the [Emergency Management Exemplary Service Award](#), which will run until April 30, 2026. This prestigious award recognizes individuals and groups for their work to prevent, prepare for, respond to and recover from emergencies. If you have someone in Ontario that you would like to nominate, visit [Ontario.ca/EMESA](#).

These discussions reinforced that emergency management is a national priority, reflecting a shared commitment among all partners to protect communities and strengthen resilience across Canada.

As this work progresses, we remain committed to keeping all partners informed and engaged, ensuring transparency and continued collaboration across all levels of government and Indigenous leadership. I look forward to continuing this important work together in the months ahead.

Sincerely,

A handwritten signature in black ink, appearing to read "Jill Q", on a light blue background.

The Honourable Jill Dunlop  
Minister of Emergency Preparedness and Response

**From:** [Elgin Area Primary Water Supply System](#)  
**To:** [Allison Adams](#)  
**Subject:** Posts from Elgin Area Meeting Packages – Lake Huron and Elgin Area Primary Water Supply Systems for 11/26/2025  
**Date:** November 26, 2025 1:04:21 PM

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December 4, 2025 Agenda & Meeting Package – EAPWSS has been posted to the water system's website and is available for download at:  
<https://www.huronelginwater.ca/december-4-2025-eapwss-board-meeting/>

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This email was sent to [aadams@malahide.ca](mailto:aadams@malahide.ca)  
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Lake Huron & Elgin Area Primary Water Supply Systems · 235 North Center Rd · Suite 200 · London, On N5X 4E7 ·  
Canada

**From:** [MNR Fish and Wildlife Policy Branch](#)  
**Cc:** [Wildlife Policy \(MNR\)](#)  
**Subject:** Black Bear Harvest Management in Ontario  
**Date:** November 21, 2025 2:43:25 PM  
**Attachments:** [image002.png](#)

You don't often get email from [mnr-fishandwildlifepolicybranch@ontario.ca](mailto:mnr-fishandwildlifepolicybranch@ontario.ca). [Learn why this is important](#)



**Ministry of Natural  
Resources**

Stephen Casselman  
A/Director

Fish and Wildlife  
Policy Branch  
300 Water Street  
5<sup>th</sup> Floor N  
Peterborough ON K9J 3C7

**ministère des Richesses  
naturelles**

Stephen Casselman  
Directeur par intérim

Direction des politiques relatives  
au poisson et à la faune  
300, rue Water  
5<sup>e</sup> étage Nord  
Peterborough (Ontario) K9J 3C7

November 21, 2025

**SUBJECT:** Black Bear Harvest Management in Ontario

Greetings,

I am writing to inform you that the Ministry of Natural Resources (MNR) is seeking feedback on proposed policy and regulatory changes to black bear management. The proposal has been posted to the Environmental and Regulatory Registries for 45 days for public review and comment, closing on January 5, 2026. You can access the proposal and submit feedback [here](#):

**English:** [Proposal to update the province's black bear management approach | Environmental Registry of Ontario](#)

**French:** [Proposition visant à mettre à jour l'approche de gestion de l'ours noir de la province | Registre e...](#)

**Summary of Proposed Changes**

1. **Black Bear Population Objectives:** Population objectives, described as ranges with defined upper and lower limits, will guide management decisions. Preliminary Population Objective Ranges (PORs) are proposed, based primarily on ecological data. We are seeking public input to help incorporate social, cultural, and economic considerations to refine the final objectives.
2. **Harvest Management Guidelines:** Final PORs will serve as benchmarks for assessing the status of black bear populations and guide harvest management decisions. New adaptive management tools are proposed (e.g., a resident draw to be used in areas of concern), alongside harvest sustainability indicators to support sustainable management. A defined allocation process will improve transparency and equitability in allocation between harvest sectors.
3. **Regulatory Amendments:** Proposed regulatory changes will extend protections for cubs and females with cubs into the fall and clarify the prohibition on the possession of bear bile to further promote long-term sustainable black bear management.

If the guidelines and final Population Objective Ranges are approved, the ministry has proposed a 5-year province-wide transition plan. During this transition period, harvest management decisions will not be applied based on the final Population Objective Ranges, except as a pilot on the Saugeen Bruce Peninsula, where unique concerns about the small, isolated population require immediate attention. The transition plan will allow the ministry to complete necessary preparations for implementation of the new guidance.

Black bears are an important part of Ontario's ecosystem and natural heritage. These proposed changes aim to support responsible black bear management, taking into account ecological considerations, public interests, and the diverse perspectives of all Ontarians. We encourage all interested individuals and organizations to review the proposal and share your perspectives. Your feedback will help inform decisions and ensure that a wide range of views are considered in the development of black bear management approaches.

We look forward to hearing from you. If you have any questions, or would like to discuss the proposed changes further, please contact [wildlifepolicy@ontario.ca](mailto:wildlifepolicy@ontario.ca).

Thank you,

Stephen Casselman  
A/Director, Fish and Wildlife Policy Branch  
Ontario Ministry of Natural Resources

**Please note:** As part of providing [accessible customer service](#), please let me know if you have any accommodation needs or require communication supports or alternate formats.



*Taking pride in strengthening Ontario, its places and its people*



**TOWN OF AJAX**  
 65 Harwood Avenue South  
 Ajax ON L1S 3S9  
[www.ajax.ca](http://www.ajax.ca)

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The Honorable Doug Ford  
 Premier of Ontario  
 Legislative Building Queen's Park  
 Toronto ON M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

**Sent by E-Mail**

November 19, 2025

**Re: Solve the Crisis and Winter Homelessness Program Support**

The following resolution was passed by Ajax Town Council at its meeting held on November 17, 2025:

Whereas, we are approaching the cold winter months and the number of people experiencing homelessness in Ajax and Durham Region continues to rise drastically, with more than 1,000 people on Durham Region's by-name list as of August, including specifically 200 people in Ajax seeking support to change their housing status<sup>1</sup>; and

Whereas, in September 2024, Ajax Council passed a motion to support Ontario Big City Mayors (OBCM) [SolveTheCrisis.ca](http://SolveTheCrisis.ca)<sup>2</sup> campaign requesting that the provincial and federal governments take immediate action to solve the homelessness and mental health crisis gripping our communities; and

Whereas, while the provincial government has provided support for new programs such as Homeless and Addiction Recovery Treatment Hubs (HART Hubs), it does not adequately address the growing crisis and the financial and social impact on municipalities and regions; and

Whereas, according to the Association of Municipalities of Ontario, municipalities are providing [51.5% of the total reported homelessness program funding across all three levels of government](#), making a significant financial impact on municipal budgets<sup>3</sup>; and

Whereas, OBCM recently passed a motion at their October Meeting re-iterating the need for provincial support in addressing this crisis by allocating more funding to programs that address chronic homelessness; and

Therefore, be it resolved:

1. That Ajax Council reconfirms their support of the Solve the Crisis Campaign and calls on Ajax residents to join us in appealing to the provincial and federal governments for support by visiting [SolveTheCrisis.ca](http://SolveTheCrisis.ca); and
2. That Ajax Council asks that the provincial government to take action on the requests of the Solve the Crisis Campaign that have not been fully addressed including:
  - a. Appoint a responsible ministry and Minister with the appropriate funding and powers as a single point of contact to address the full spectrum of housing needs as well as mental health, addictions and wrap around supports.
  - b. This single Minister must strike a task force with sector representatives including municipalities, health care leaders, first responders, community services, the business community, and the tourism industry to develop an Ontario Action Plan.
  - c. Provide municipalities with the tools and resources to transition those in encampments to more appropriate supports, when deemed necessary.
  - d. Commit to funding the services our unhoused population needs, community by community, to fill in gaps in the system.
  - e. Invest in 24/7 community hubs or crisis centres to relieve pressure on emergency departments and first responders; and
3. That Ajax Council asks that the provincial government prepares a 2025/2026 winter homelessness response plan to help municipalities ensure that we can keep our unsheltered residents who are sleeping outdoors with the services they need to keep them safe in colder weather; and
4. That a copy of this resolution be sent to Doug Ford, Premier of Ontario, Rob Cerjanec, MPP for Ajax, local MPPs across the Region of Durham, Durham Regional Council, all Ontario Municipalities, Ontario Big City Mayors (OBCM).

CARRIED

If you require further information please contact me at 365-885-6983 or [Thomas.street@ajax.ca](mailto:Thomas.street@ajax.ca)

Sincerely,

A handwritten signature in black ink, appearing to be 'TS' or similar, enclosed in a loop.

Thomas Street  
Manager of Legislative Services/Deputy Clerk

Copy: Councillor L. Bower  
Councillor R. Tyler Morin  
Rob Cerjanec, Ajax MPP  
Region of Durham Local MPPs  
Durham Regional Council  
All Ontario Municipalities  
Ontario's Big City Mayors



30 Lewis Street, Wasaga Beach  
Ontario, Canada L9Z 1A1  
Tel (705) 429-3844  
[mayor@wasagabeach.com](mailto:mayor@wasagabeach.com)

## OFFICE OF THE MAYOR

November 24, 2025

Relevant Provincial and Federal Ministries and Agencies.

**BY EMAIL ONLY****RE: Resolution from the Town of Wasaga Beach – Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation**

Please be advised that the Council of the Town of Wasaga Beach, during their November 13, 2025 Council meeting, and at the request of the Township of Stone Mills, passed the following resolution regarding Advocacy for Funds to Effectively Manage the Emerald Ash Borer Infestation.

Whereas the Emerald Ash Borer (EAB) infestation has caused a significant increase in dead ash trees across Ontario, creating ecological, financial, and public safety challenges;

And whereas the removal and replacement of affected trees has placed a substantial financial burden on municipalities, organizations, and property owners;

Therefore, be it resolved that the Town of Wasaga Beach supports the Township of Stone Mills motion to urge the Provincial and Federal governments to establish a dedicated fund to assist with the removal and replanting of trees impacted by the EAB infestation.

Be it further resolved that this letter of support be submitted to the relevant Provincial and Federal ministries and agencies to strengthen regional advocacy efforts on this issue.

Should you have any questions, please contact me at [mayor@wasagabeach.com](mailto:mayor@wasagabeach.com) or (705) 429-3844 ext. 2225.

Sincerely,

Brian Smith  
Mayor, Town of Wasaga Beach

/mps

**THE CORPORATION OF THE TOWNSHIP OF MALAHIDE****BY-LAW NO. 25-65**

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 December 4, 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 4<sup>th</sup> day of December, 2025.

**READ** a **THIRD** time and **FINALLY PASSED** this 4<sup>th</sup> day of December, 2025.

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Mayor, D. Giguère

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Clerk, A. Adams