



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

February 19, 2026 – 7:00p.m.

Hybrid Council Meeting (Virtual and In-Person)

Springfield & Area Community Services Building – Council Chambers

51221 Ron McNeil Line, Springfield & via Zoom

- (A) Call to Order
- (B) O Canada
- (C) Approval of the Agenda
- (D) Disclosure of Pecuniary Interest
- (E) Announcements
- (F) Adoption of Minutes of Previous Meeting(s)
 - Council Meeting Minutes of February 5, 2026
- (G) Public Meetings & Committee of Adjustment
 - Court of Revision – Avon Drain
 - Court of Revision – Hotke Drain
 - Long Service Recognition awarded by the Governor General for the following Malahide Firefighters:
 - Ruben 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
- (H) Delegations
- (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:
- (J) Unfinished Business

(K) New Business

- DS-26-07 – Consent Application E20-26 for Van Gorp Farm Drainage Ltd.
- DS-26-08 – Consent Application E23-26 for Carl Donald Thomson
- DS-26-05 – 2025 Building Permit Activity
- DS-26-06 – 2025 Annual By-law Enforcement Activity Report
- F-26-01 – Emergency Services Quarterly Report (October-December)
- F-26-02 – Emergency Services 2025 Year End Report
- F-26-03 – Fire Protection Grant
- PW-26-04 – Drainage Update Report

(L) By-laws

- 26-09- Appoint CBO and Building Inspector(s)

Committee of the Whole

(M) Business for Consideration

- CLERK-26-01 – Community Recognition Program

(N) Unfinished Business

(O) 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 –January 29, February 5 and 12, 2026
2. Elgin OPP Detachment Board Meeting Draft Minutes – January 28, 2026
3. Elgin County Council Minutes – January 27, 2026
4. Elgin County Council – Committee of the Whole Minutes – January 27, 2026
5. Resident Correspondence Regarding Aylmer Old Town Hall Library Location
6. Long Point Region Conservation Authority Board of Director Meeting Minutes – January 7, 2026
7. Kettle Creek Conservation Authority Minutes – January 21, 2026
8. Municipality of Bayham – Notice of a Public Meeting Concerning the Final Draft Official Plan Review
9. County of Oxford – Public Notice of Official Plan Amendment Implementation Policies
10. Municipality of Magnetawan - Bell Fibre Resolution
11. Municipality of Central Manitoulin – Sustainable Funding for Police Services Request
12. Prince Edward County – Support for Bill 21, Protect Our Food Act, 2025

(Q) Closed Session

(R) Confirmatory By-law

(S) Adjournment

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

1. THAT the February 19, 2026, Regular Council Meeting Agenda be approved as presented.
2. THAT the minutes of the regular council meeting of Council held on February 5, 2026, be adopted.
3. THAT the Council of the Township of Malahide does hereby appoint the following members to sit on the Court of Revision for the Avon Drain:

Mayor Dominique Giguère
Councillor Sarah Leitch
Councillor John H. Wilson

THAT the Court of Revision for the Avon Drain be called to order at 7: p.m.
AND THAT Dominique Giguère be appointed Chair.
4. THAT the Court of Revision members for the Avon Drain do hereby accept the recommendations of Drainage Engineer; and further, does hereby confirm the drainage assessments as outlined in the Report of the Drainage Engineer dated November 27, 2025.
5. THAT the Court of Revision relating to the Avon Drain be adjourned and the Council Meeting reconvene at 7: __p.m.
6. THAT the Council of the Township of Malahide does hereby appoint the following members to sit on the Court of Revision for the Hotke Drain:

Mayor Dominique Giguère
Councillor Rick Cerna
Councillor Chester Glinski

THAT the Court of Revision for the Hotke Drain be called to order at 7: p.m.
AND THAT Dominique Giguère be appointed Chair.
7. THAT the Court of Revision members for the Hotke Drain do hereby accept the recommendations of Drainage Engineer; and further, does hereby confirm the drainage assessments as outlined in the Report of the Drainage Engineer dated December 15, 2025.
8. THAT the Court of Revision relating to the Hotke Drain be adjourned and the Council Meeting reconvene at 7: __p.m.

9. THAT Report No. DS-26-07 entitled “Application for Consent to Sever No. E20-26 of Van Gorp Drainage Ltd. (c/o Civic Planning Solutions Inc.). relating to the property located at Concession 12, Part of Lot 13 (12709 Imperial Road)” be received;

AND THAT the Application for Consent to Sever E20-26 be supported for the reasons set out in this report;

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

10. THAT Report No. DS-26-08 entitled “Application for Consent to Sever No. E23-26 of Carl Donald Thomson” be received;

AND THAT the Application for Consent to Sever of Carl Donald Thomson (c/o Eugenio DiMeo), relating to the property located at Concession 11 Part of Lots 23 and 24, (South Dorchester), and known municipally as 11880 Belmont Road be supported for the reasons set out in this report.

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

11. THAT Report No. DS-26-05 entitled “2025 Building Permit Activity” be received.

12. THAT Report No. DS-26-06 entitled “2025 Annual By-law Enforcement Activity Report” be received.

13. THAT Report No. F-26-01 entitled “Emergency Services Quarterly Report (October – December)” be received.

14. THAT Report No. F26-02 entitled “Emergency Services 2025 Year End Report” be received.

AND THAT the Officers appointed for Malahide Fire Services effective January 1, 2026 are:

South Station – District Deputy Chief: Jason Brown

South Station – Captain: Randy Huse

South Station – Captain: Scott Salmon

North Station – District Chief: Ryan DeSutter

North Station – Captain: Aaron Bradley

North Station – Captain: Robert DeSutter

15. THAT Report No. F-26-03 entitled “Fire Protection Grant” be received for information.

16. THAT Report No. PW- 26-04 entitled “Drainage Update Report” be received.

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

- 26-09- Appoint CBO and Building Inspector(s)

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

19. THAT Report No. CLERK-26-01 entitled "Community Recognition Program" be received;

AND THAT the Committee of the Whole recommend the implementation of the Recognition Policy as presented.

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

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

1. AMOWatchfile –January 29, February 5 and 12, 2026
2. Elgin OPP Detachment Board Meeting Draft Minutes – January 28, 2026
3. Elgin County Council Minutes – January 27, 2026
4. Elgin County Council – Committee of the Whole Minutes – January 27, 2026
5. Resident Correspondence Regarding Aylmer Old Town Hall Library Location
6. Long Point Region Conservation Authority Board of Director Meeting Minutes – January 7, 2026
7. Kettle Creek Conservation Authority Minutes – January 21, 2026
8. Municipality of Bayham – Notice of a Public Meeting Concerning the Final Draft Official Plan Review
9. County of Oxford – Public Notice of Official Plan Amendment Implementation Policies
10. Municipality of Magnetawan - Bell Fibre Resolution
11. Municipality of Central Manitoulin – Sustainable Funding for Police Services Request
12. Prince Edward County – Support for Bill 21, Protect Our Food Act, 2025

22. THAT By-law No.26-10, being a Confirmatory By-law, be given first, second and third readings and be properly signed and sealed.

23. RESOLVED THAT we do now adjourn at _____ p.m. to meet again on March 5, 2026 at 7:00p.m.

The Corporation of the Township of Malahide
February 5, 2026 – 7:00p.m.
Virtual Meeting - <https://youtu.be/NMa6VgxAlss>

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

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

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

Absent: Councillor S. Leitch

CALL TO ORDER:

Mayor Giguère took the Chair and called the meeting to order at 7:01p.m.

APPROVAL OF AGENDA:

No. 26-027

Moved By: Rick Cerna

Seconded By: Mark Widner

THAT the February 5, 2026, Regular Council Meeting Agenda be approved as presented with the following addition:

- Announcement – Fire Department news

Carried

DISCLOSURE OF PECUNIARY INTEREST and the General Nature therefore:

Deputy Mayor Widner disclosed a pecuniary interest with respect to Section K – PW-25-02- Petition for Drainage – Partlow Dran. The nature of the conflict being that a Partner at Spriet Associates is an immediate relative of his.

ANNOUNCEMENTS:

Deputy Mayor Widner asked if the Fire Chief could discuss a recent use of the side-by-side, noting it was a positive community story. Director Spoor explained that the unit was used during a rescue in a wooded area and helped responders reach and remove the individual more quickly for medical care. He also noted they were fortunate that the trailer had arrived the

previous week, allowing it to be used on this call. Director Spoor thanked Council for their support.

ADOPTION OF MINUTES:

No. 26-028

Moved By: Scott Lewis

Seconded By: John H. Wilson

THAT the minutes of the regular council meeting held on January 15, 2026 be adopted.

Carried

PUBLIC MEETINGS & COMMITTEE OF ADJUSTMENT:

- Public Meeting – Zoning By-law Application – D14-Z16-25 –Tenhor – 51949 John Wise Line

No. 26-029

Moved By: Chester Glinski

Seconded By: Scott Lewis

THAT Council adjourns its Regular Meeting at 7:05 p.m. in order to convene in a Public Meeting under Section 34(12) of the *Planning Act*.

Carried

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

Mayor Giguère asked the Clerk to advise and confirm on the method and date of notice given for this meeting. The Clerk advised that this public meeting was advertised in the Aylmer Express for two consecutive weeks on January 21st and January 28th. Notices were mailed to affected property owners within 120 meters at least 20 days before the meeting, and the notice was also posted on the Township website on January 16th.

Mayor Giguère requested that Eric Steele of Monteith Brown provide an overview of the Application including an overview of the severance application also applied for.

Mayor Giguère invited comments from those in attendance. Tracey Pillon-Abbs, agent, noted the applicant had reviewed the requirements and could answer any additional questions if there were any.

Chair Giguère asked if any Committee members wished to make any comments regarding the application and there were none.

No. 26-030

Moved By: Rick Cerna

Seconded By: John H. Wilson

THAT the Planning Public Meeting adjourn at 7:08p.m. and Council reconvene in its Regular Meeting in order to continue with its deliberations.

Carried

No. 26-031

Moved By: Rick Cerna

Seconded By: Chester Glinski

THAT Report No. DS-26-04 entitled "Application for Zoning By-law Amendment D14-Z16-25 and Consent to Sever E11-26 of David & Lisa Tenhor, relating to the property located at Concession IV, Part of Lot 26 (51949 John Wise Line" be received;

AND THAT Zoning By-law Amendment Application D14-Z16-25 be approved for the reasons set out in this report and the final passing of the By-law be deferred until after the associated consent application is conditionally approved;

AND THAT Consent to Sever No. E-11-26 of David and Lisa Tenhor be supported for the reasons set out in this Report;

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

AND THAT the Mayor and Clerk be authorized to sign any documents related to the required land conveyance.

Carried

DELEGATIONS:

None.

APPROVAL OF BUSINESS (CONSENT AGENDA):

No. 26-032

Moved By: Scott Lewis

Seconded By: John H. Wilson

Whereas, at its January 15, 2026 meeting, the Committee of the Whole recommended to Council:

- a) THAT Report DS-26-03 entitled "Community Grant Requests" be received for information;

AND THAT the committee recommend that the community grants in the amount of \$60,784 be approved and distributed as recommended by the Community Grants Committee.

- b) THAT the Committee recommend an amendment to the Catfish Creek Conservation Authority's proposed 2026 allocation, such that the Catfish Creek line item reflects an increase of \$17,650, 10%, over the 2025 allocation.

- c) THAT the Committee recommend an amendment to the Council signage upgrade, such that the line item totaling \$20,000 be removed.

- d) WHEREAS, the Committee of the Whole has reviewed the proposed 2026 budget; and

NOW, THEREFORE, BE IT RESOLVED that the Committee of the Whole recommends that Council approve the 2026 budget, as amended, to include the Catfish Creek line-item amendment and the signage update line-item amendment.

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

Carried

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

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.

- PW-26-02 – Petition for Drainage – Partlow Drain

No. 26-033

Moved By: Rick Cerna

Seconded By: Scott Lewis

THAT Report No. PW- 26-02 entitled "Petition for Drainage – Partlow Drain" be received;

AND THAT John M. Spriet, P. Eng., of Spriet Associates be appointed to prepare an Engineer's Report pursuant to *Sections 4 & 78* of the *Drainage Act R.S.O. 1990*;

AND THAT Council supports deferring the surface treatment of Walker Road, from Chalet Line to Talbot Line, from the 2026 work plan to 2027, and advancing the surface treatment of Half Moon Road and Rogers Road, from John Wise Line to the southerly limit, from 2027 into 2026, as outlined in the report.

Carried

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

- PW-26-03 – Road Safety Audit Summary

No. 26-034

Moved By: Scott Lewis

Seconded By: Mark Widner

THAT Report No. PW-26-03 entitled "Road Safety Audit Summary" be received;

AND THAT staff be directed to obtain a legal review prior to proceeding with the continuation of the road safety implementation plan.

Carried

BY-LAWS:

No. 26-035

Moved By: Chester Glinski

Seconded By: Rick Cerna

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

- 26-06 – Tenhor Rezoning

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

- 26-08 – 2026 Budget By-law

Carried

COMMITTEE OF THE WHOLE:

None.

CORRESPONDENCE ITEMS:**No. 26-036****Moved By: Scott Lewis****Seconded By: John H. Wilson**

THAT items one-four be noted and filed.

1. AMOWatchfile –January 15, 2026 and January 22, 2026
2. Kettle Creek Conservation Authority Minutes – December 17, 2025
3. Ministry of Agriculture, Food and Agribusiness – 2026 Agricultural Impact Assessment (AIA) Guidance Document
4. Township of Southgate - OMERS Bill 68 Municipal Resolution

Carried

- EECC – 2026 Operating & Capital Approvals

No. 26-037**Moved By: John H. Wilson****Seconded By: Chester Glinski**

THAT the Council of the Township of Malahide approve the 2026 EECC Operational Budget in the total amount of \$644,752 (\$322,376 per municipal partner); and

THAT the Council of the Township of Malahide approve the EECC roll forward of prior approved 2025 carry forward projects to 2026 at year end; and

THAT the Council of the Township of Malahide approve the 2026 EECC Capital budget in the total amount of \$1,177,467 (\$588,733.50 per municipal partner).

Carried**CLOSED SESSION:****No. 26-038****Moved By: Rick Cerna****Seconded By: John H. Wilson**

THAT Council move into Closed Session at 7:40p.m., pursuant to Section 239(2) of the Municipal Act, 2001, as amended, to discuss the following:

- Closed Meeting Minutes – November 20, 2025 and December 18, 2025
- A Labour Relations or Employee Negotiations Matter regarding a Staff Performance Review – CAO Department. (Section 239 (2)(d))

Carried

No. 26-039

Moved By: Scott Lewis

Seconded By: Rick Cerna

THAT Council move out of Closed Session and reconvene at 8:29p.m. in order to continue with its deliberations;

AND THAT the November 20, 2025 and December 18, 2025 Closed Meeting Minutes be adopted;

AND THAT there is nothing further to report.

Carried

CONFIRMATORY BY-LAW:

No. 26-040

Moved By: John H. Wilson

Seconded By: Rick Cerna

THAT By-law No.26-07, being a Confirmatory By-law, be given first, second and third readings, and be properly signed and sealed.

Carried

ADJOURNMENT:

No. 25-041

Moved By: Mark Widner

Seconded By: Rick Cerna

THAT Council adjourn its meeting at 8:30p.m.to meet again on February 19, 2026 at 7:00p.m.

Carried

Mayor – D. Giguère

Clerk – A. Adams



REPORT NO. DS-26-07

TO: Mayor & Members of Council
DEPARTMENT: Development Services
MEETING DATE: February 19, 2026
SUBJECT: **Application for Consent to Sever No. E20-26 of Van Gorp Drainage Ltd. (c/o Civic Planning Solutions Inc.) relating to the property located at Concession 12, Part of Lot 13 (12709 Imperial Road)**

RECOMMENDATION:

THAT Report No. DS-26-07 entitled “Application for Consent to Sever No. E20-26 of Van Gorp Drainage Ltd. (c/o Civic Planning Solutions Inc.), relating to the property located at Concession 12, Part of Lot 13 (12709 Imperial Road)” be received;

AND THAT the Application for Consent to Sever E20-26 be supported for the reasons set out in this report;

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

PURPOSE & BACKGROUND:

The subject application for Consent to Sever (the “Application”) has been submitted by Van Gorp Drainage Ltd (c/o Civic Planning Solutions Inc.), in order to sever an existing dwelling that has become surplus to the needs of a farming operation as a result of a farm consolidation.

The Application relates to the property located at CON 12 PT LOT 13, (South Dorchester), and known municipally as 12709 Imperial Road.

The County Land Division Committee has scheduled a public hearing for this application to be considered on March 25, 2026.

COMMENTS & ANALYSIS:

The subject property consists of an agricultural farm parcel that is approximately 21.4 ha (52.8 acres) in area, and has approximately 340 meters (1,113 feet) of frontage along Imperial Road. The land currently contains a single detached dwelling and three accessory buildings.

The owner owns several other farm holdings within the Township and the existing dwelling on the subject lands has become surplus to the needs of the farm operation. The proposed severed parcel is approximately 0.53 ha (1.3 acres) in area and has approximately 76.25m of frontage along Imperial Road. The lot contains an existing dwelling, existing septic system, and well. The proposed retained parcel is approximately 19.9 ha (49 acres) in area and has approximately 259m of frontage along Imperial Road. The lot contains an existing non-livestock barn and two existing sheds.

General Comments

The subject lands are designed as “Agricultural” on Schedule ‘A’ of the County’s Official Plan. The lands are designated as “Agricultural Area” on Schedule ‘A1’ of Township’s Official Plan. The property is zoned “General Agricultural (A1)” on Key Map 20 of the Township’s Zoning By-Law No. 18-22. The Provincial Planning Statement, County Official Plan, and Township Official Plan all contain criteria for severances of surplus farm dwellings including that the severed parcel be of a minimum size to accommodate the existing dwelling and servicing; the retained farm parcel be rezoned to prohibit a new residential dwelling; the dwelling be existing for a minimum of 10 years; and does not create a land use conflict or is compatible with agricultural operations in the areas. Township staff have considered the merits of the subject application against applicable Official Plan policies and the Township’s Zoning By-law and recommends that Council support the Application, subject to the recommended conditions being applied including that the proposed retained parcel be rezoned to prohibit a new residential dwelling.

FINANCIAL IMPLICATIONS:

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

LINK TO STRATEGIC & OPERATIONAL PLANS:

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

CONSULTATION:

N/A

ATTACHMENTS:

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

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

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

Approved by: N. Dias, Chief Administrative Officer

APPLICATION FOR CONSENT
Owners: Van Gorp Farms

12709 Imperial Road
 Concession 12, Part of Lot 13
 Township of Malahide

**Township
 of Malahide
 Figure 1**



OFFICIAL PLAN DESIGNATION
AGRICULTURAL

ZONING
 Large Lot Agricultural (A3)



Proposed Severed Parcel



Proposed Retained Parcel

OFFICE USE ONLY	
Application No: E 20-26	Date Received:
Date fee paid:	JAN 28, 2020

Section 3: Contact Details

1. Owner (all registered owner(s) or registered company names must be listed):

Name: Van Gorp Farm Drainage Ltd. (John Van Gorp)	
Address: 12709 Imperial Road, Springfield, ON	
Postal Code: N0L 2J0	Email: vangorpdrainage@gmail.com
Telephone Number: 519-521-9445	Preferred Contact Method: <input checked="" type="checkbox"/> Phone <input checked="" type="checkbox"/> Email

2. Name of owner's solicitor or authorized agent (if applicable):

Name: David Roe , Civic Planning Solutions Inc.	
Address: 61 Trailview Dr. Tillsonburg, ON	
Postal Code: N4G 0C6	Email: dfrfez@me.com
Telephone Number: 519-983-8154	Preferred Contact Method: <input checked="" type="checkbox"/> Phone <input checked="" type="checkbox"/> Email

3. Name of applicant (if different from owner):

Name: _____

Address: _____

Postal Code: _____

Email: _____

Telephone Number: _____

Preferred Contact Method:

☒ Phone ☐ Email

AUTHORIZATION TO APPOINT AN AGENT must be provided if an agent or solicitor is acting on behalf of the land owner or applicant.

Specify to whom all communications should be sent (check all that apply):

☐ Owner ☐ Solicitor ☒ Agent ☐ Applicant

Specify to whom notification signs should be sent* (select one):

☒ Owner ☐ Solicitor ☒ Agent ☐ Applicant

*notice signs will be shipped to the mailing address provided on the application.

Section 4: Consent Information

4. Type and purpose of proposed transaction:

- | | |
|---|---|
| <input type="checkbox"/> Creation of a new lot | <input type="checkbox"/> Mortgage/charge |
| <input type="checkbox"/> Addition to a lot | <input type="checkbox"/> Lease |
| <input checked="" type="checkbox"/> Surplus farm dwelling | <input checked="" type="checkbox"/> Easement / R.O.W. |
| <input type="checkbox"/> Technical severance | <input type="checkbox"/> Correction of title |
| <input type="checkbox"/> Other: _____ | |

Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged: _____

If a lot addition, identify the assessment roll number and property owner of the lands to which the parcel will be added. _____

County of Elgin
450 Sunset Drive
St. Thomas, Ontario
N5R 5V1 Canada
Phone: 519-631-146
www.elgincounty.ca

5. Location of Land:

Municipality: Malahide Town of Aylmer	Concession No: 12
Lot(s) No: 13	Registered Plan No:
Name of Street: Imperial	Civic Number: 12709
Assessment Roll No.: 3408014020184000000	

Are there any easements or restrictive covenants affecting the subject lands:

☐ Yes ☒ No existing

If yes, describe the easement or covenant and its effect:

Parcels A, B and C

6. Description of land to be severed (all measurements must be in metric):

Frontage: 76.24m	Depth: 76.20
Area: 5293m ² (1.3ac)	Proposed Use: Residential
Number and use of buildings and structures on the land to be severed:	
Existing House, pool/pool shed	Proposed Nothing new

+ retaining an easement for access Parcel B frontage of 11.36m, depth of 69.5m and area of 0.067ha

7. Description of land to be retained (all measurements must be in metric):

Frontage: 258.7M	Depth: 627m
Area: 19.89ha	Proposed Use: Agricultural
Number and use of buildings and structures on the land to be severed:	
Existing Barn (non-livestock) 2 Sheds	Proposed Nothing new

8. Number of new lots proposed, including retained lots: 2

9. Type of access for proposed and retained lot (check appropriate box):

<u>Type</u>	<u>Proposed Lot</u>	<u>Retained Lot</u>
Provincial highway	<input type="checkbox"/>	<input type="checkbox"/>
Municipal road, maintained all year	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Municipal road, seasonally maintained	<input type="checkbox"/>	<input type="checkbox"/>
Other public road	<input type="checkbox"/>	<input type="checkbox"/>
Right-of-way	<input type="checkbox"/>	<input type="checkbox"/>
Water access	<input type="checkbox"/>	<input type="checkbox"/>

If proposed access is by water, what boat docking and parking facilities are available on the mainland? _____

10. What type of water supply is proposed (check appropriate space):

<u>Type</u>	<u>Proposed Lot</u>	<u>Retained Lot</u>
Publicly owned and operated piped water system	<input type="checkbox"/>	<input type="checkbox"/>
Privately owned and operated individual well**	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Privately owned and operated communal well**	<input type="checkbox"/>	<input type="checkbox"/>
Lake or other water body	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>

(b) ** If an existing water supply is provided from a privately owned and operated individual/communal well, the owner shall be required to provide written confirmation from a licenced well installer that the private well provides the quality and quantity of potable water required by Provincial standards. (Written confirmation to be attached to the Application); and

(c) ** A water quality test by the applicable public health unit is required (written confirmation to be attached to the application)

11. What type of sewage disposal is proposed (check appropriate space):

<u>Type</u>	<u>Proposed Lot</u>	<u>Retained Lot</u>
Publicly owned and operated sanitary sewer system	<input type="checkbox"/>	<input type="checkbox"/>
Privately owned and operated individual septic system**	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Privately owned and operated communal septic system**	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>

(b) ** If an existing sewage system is privately owned, the owner shall be required to provide written confirmation from a licenced septic installer that the system is in satisfactory operating condition (written confirmation to be attached to the application)

12. When will water supply and sewage disposal services be available?

existing systems

13. What is the existing County Official Plan designation(s) of the subject land?

Agricultural Areas

14. What is the existing Municipal Official Plan designation(s) of the subject land?

Agriculture

15. What is the existing Zoning designation(s) of the subject land?

A-1

16. Has the subject land ever been the subject of an application for approval of a plan of subdivision under the Planning Act?☐ Yes ☒ No ☐ Unknown

If yes, and known, provide the application file number and the decision made on the application:

17. If this application is a re-submission of a previous consent application, describe how it has been changed from the original application:**18. Has there been any previous severances of land from this holding?**☐ Yes ☒ No

(b) If the answer above is 'yes', please indicate previous severances on the required sketch and supply the following information for each lot severed:

Who the severance was granted to: _____

Use of parcel: _____

Date parcel created (year): _____

19. If this application is for a lot addition, has the lot to be enlarged ever been the subject of a previous severance?☐ Yes ☐ No

If yes, provide the severance file number: _____

20. (a) Are there any barns within 750 meters of the proposed severed lands?

☒ Yes ☐ No

- (i) Now used for livestock? ☐ Yes ☒ No
 (ii) Capable of being used for livestock? ☐ Yes ☒ No

(b) If there are livestock barns located within 750 metres of the dwelling on the retained lands MDS 1 calculation is required to be submitted with this application for consent pursuant to Minimum Distance Separation (MDS) Implementation Guideline #6

21. Is the owner, solicitor, or agent applying for additional consents on this holding simultaneously with this application, or considering applying for additional consents in the future?

☒ Yes ☐ No

22. Is the subject land currently the subject of a proposed official plan amendment or official plan amendment that has been submitted to the Minister for approval?

☐ Yes ☒ No

If yes, and known, specify the file number and status of the application:

23. Is the subject land currently the subject of an application for a zoning by-law amendment, Minister's zoning order, minor variance, or approval of a plan of subdivision?

☒ Yes ☐ No

If yes, and known, specify the file number and status of the application:
to be submitted

24. Is the application consistent with the Provincial Planning Statement 2024 issued under Section 3(1) of the Planning Act?

☒ Yes ☐ No

If yes, identify policies from the Provincial Planning Statement (2024) to support this application for consent

Severance of a dwelling made surplus through farm consolidation

Section 5: Signature of Applicant

Site Visits

By signing this application, the Owner/Applicant/Agent hereby authorizes Elgin County staff members to enter the subject property for the purpose of site inspections with respect to this application. Photographs of the property and/or exterior building facades may be taken during site inspections. All site inspections will be conducted during regular County business hours.

Detailed Sketch

The application shall be accompanied by a detailed sketch showing the following:

- The boundaries and dimensions of the subject land, the part that is to be severed and the part that is to be retained;
- The boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land;
- The distance between the subject land and the nearest municipal lot line or landmark, such as a railway crossing or bridge;
- The location of all land previously severed from the original parcel;
- The approximate location of all natural and artificial features on the subject land and adjacent lands that, in the opinion of the applicant, may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas;
- The location of private wells and septic systems. Such systems must be confined within the boundaries of each proposed and retained parcel and shall comply with Zoning By-law setbacks;
- The existing use(s) on adjacent lands;
- The location, width, and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right-of-way;
- If access to the subject land is by water only, the location of the parking and boat docking facilities to be used;
- The location and nature of any easement affecting the subject land

Dated at the _____ Municipality _____ of _____ Central Elgin _____
Municipality/Township/City/etc. Name of municipality
 This _____ 20th _____ day of _____ January _____, _____ 2026 _____
day month year

Signature

County of Elgin
 450 Sunset Drive
 St. Thomas, Ontario
 N5R 5V1 Canada
 Phone: 519-631-146
 www.elgincounty.ca

Section 6: Affidavit or Sworn Declaration

SIGNATURE OF APPLICANT(S), SOLICITOR OR AUTHORIZED AGENT

THIS PAGE MUST BE COMPLETED IN THE PRESENCE OF A COMMISSIONER OF OATHS, NOTARY PUBLIC, OR SOLICITOR

I/We David Roe of the Town
Municipality/Township/City/etc. Name of municipality
 of Tillsonburg in the County of Oxford
Name of municipality County of / Region of (if applicable)

Solemnly declare that all the information contained in this application is true, and I/We make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under Oath and by virtue of the *Canada Evidence Act*.

Declared before me in the

Municipality of Central Elgin
Municipality/Township/City/etc. Name of municipality
 in the County of Elgin this 20 day of Jan,
County of / Region of (if applicable) day month
2026
year

Signature

X

Signature

David Roe (Agent)

Alicia Whitney Csoff, a Commissioner, etc., Province of Ontario,
 for the Corporation of the County of Elgin.
 Expires October 31, 2027.

A commissioner, etc.

If this application is signed by an agent or solicitor on behalf of an applicant(s), the owner's authorization form must accompany the application. If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the seal, if any, must be affixed.

It is required that one copy of this application be filed, together with one copy of the detailed sketch described, accompanied by a fee of \$2,675.00 in cash, credit card or by cheque made payable to 'Treasurer, County of Elgin'.

An additional fee of \$300.00 will be charged for affixing the consent stamp.

County of Elgin
 450 Sunset Drive
 St. Thomas, Ontario
 N5R 5V1 Canada
 Phone: 519-631-1466
 www.elgincounty.ca

Section 7: Authorization to Appoint an Agent

Note: This form is only to be used for applications, which are to be submitted by someone other than the owner(s). Attach more pages, if necessary.

Description and address of subject lands:

Malahide Concession 12, Part Lot 13 (South Dorchester)

12709 Imperial Road, Springfield, ON

I/We, the undersigned, being the registered owner(s) of the above lands hereby authorize:

David Roe

of

Town of Tillsonburg

to:

Agents name / names

Agents city / town of residence

- 1) Make an application on my behalf to the County of Elgin Land Division Committee
- 2) Appear on my behalf at any hearing(s) of the application; and
- 3) Provide any information or material required by the Land Division Committee relevant to this application

Dated at the Township of Malahide
Municipality/Township/City/etc. Name of municipality

This 21st day of December, 2025
day month year

Van Gorp Drainage Ltd.

Name of owner

X John Van Gorp
Signature of owner John Van Gorp

I have power to bind the corporation

Name of owner

Signature of owner

Name of owner

Signature of owner

Name of owner

Signature of owner

Name of witness

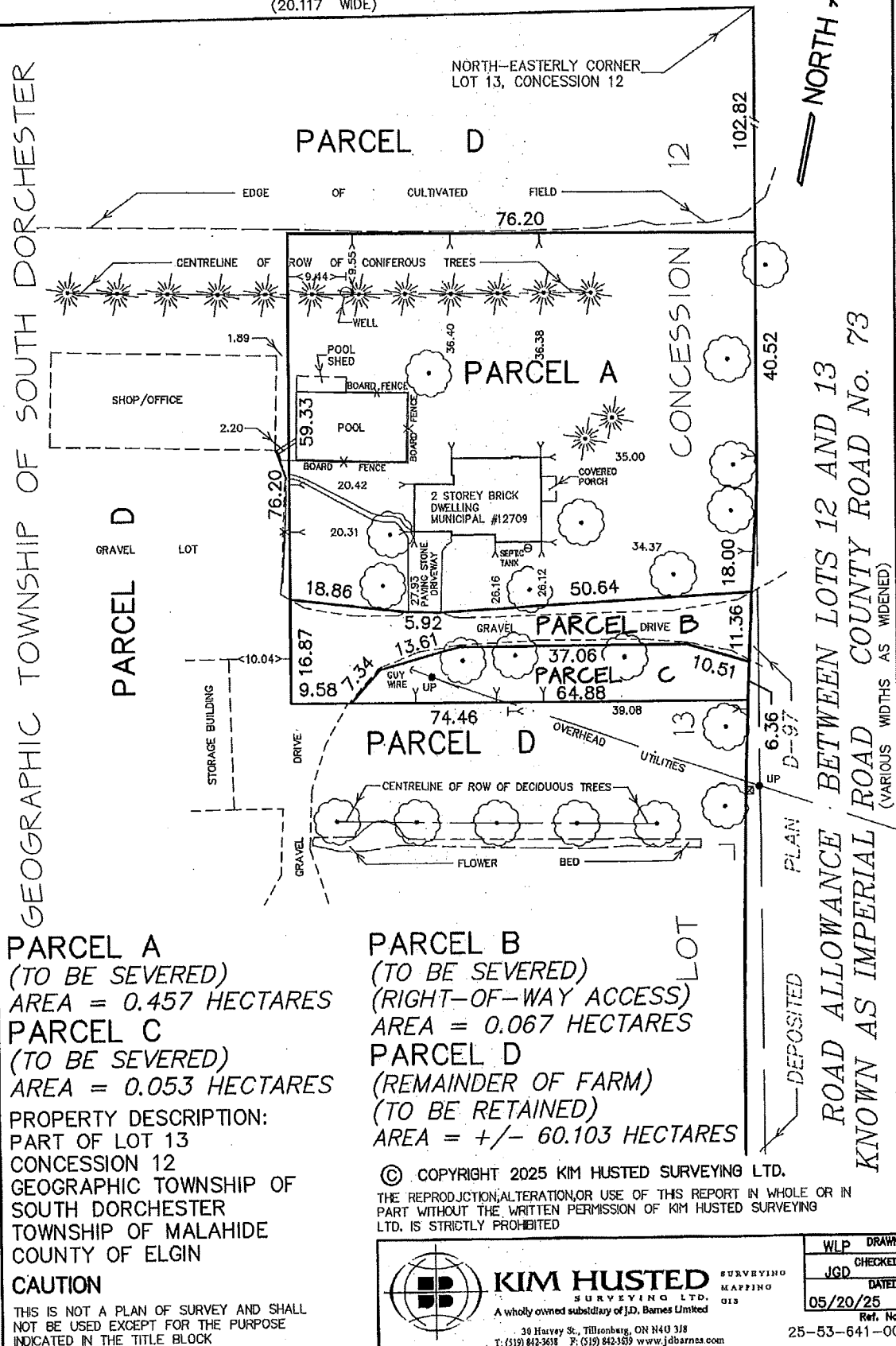
Signature of witness

County of Elgin
450 Sunset Drive
St. Thomas, Ontario
N5R 5V1 Canada
Phone: 519-631-146
www.elgincounty.ca

SKETCH

ILLUSTRATING PROPOSED SEVERANCE
FOR: VAN GORP FARM DRAINAGE INC.
C/O JOHN VAN GORP
NOT TO SCALE

ROAD ALLOWANCE BETWEEN CONCESSIONS 11 AND 12
KNOWN AS MAPLETON LINE
(20.117 WIDE)





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



Legend

Elgin_Road_Network

County Roads

Local Road Network

Landbase

Parcel Civic Number

Parcels

World_Imagery

World Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

Notes

APPENDIX "B"

Surplus Farm Dwelling Information Formin Support of an Application for Consent under the *Planning Act, R.S.O. 1990 c. P.13, as amended*

1. Details of Subject Lands			
Municipal Address 12709 Imperial Road, Springfield, ON			
Legal Description Concession 12, Part Lot 13 (South Dorchester)			
Lot Area (metric): 1.177ha	Lot Frontage (metric): 76.24m	Lot Depth (metric): 76.2m	Year the surplus dwelling was constructed: older home
Provide confirmation that the surplus dwelling is capable of human habitation, and that it is not a farm help house: currently occupied			
Is the proposed Surplus Farm Dwelling a result of farm consolidation?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Proposed Transaction			
Identify the proposed transaction (i.e. the proposed severance) – to whom will the severed lot and retained agricultural lands be sold or conveyed to? Please include details on purchaser/purchasee current owner and family			
Identify how/why the dwelling is surplus to the needs of the owner due to farm consolidation No longer needed as part of the farm operation			
3. Details of the Lands Farmed by the Person to whom the Dwelling is Surplus			
To whom is the dwelling surplus?		<input checked="" type="checkbox"/> Owner <input type="checkbox"/> Purchasing Farmer	
Total area of land farmed (metric):		Total area of farm land owned (metric): 239 ac (96.72ha)	
Identify the locations of all lands farmed by the owner: 12709 Imperial Road, 12551 Imperial Road and 12682 Imperial Road			
4. Farm Business Status			
Is the farm property on which the surplus farm dwelling located eligible for the Farm Property Class Tax Rate Program?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Does the property owner have a valid Farm Business Registration Number?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please provide the Farm Business Registration Number: Van Gorp Farm Drainage - #4222089 and John Van Gorp - 4123311			
Does the purchasing farmer have a valid Farm Business Registration Number?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please provide the Farm Business Registration Number: N/A			

5. Principal Residence of the Owner:

Identify the location of the owner's principal residence:

12709 Imperial Road

Does the owner own or rent their principal residence?

☒ Own☐ Rent

Does the owner own any other dwellings?

☒ Yes☐ No

If yes, identify the location of all other dwellings owned by the owner:

12682 Imperial Road

PLEASE NOTE:

If the purchasing farmer or owner cannot provide sufficient evidence as to their farm business status/status as a farmer, the application may be refused and/or not accepted by the Secretary-Treasurer of the Land Division Committee. Additionally, if the surplus farm dwelling criteria contained in the Official Plans of both Elgin County and the local municipality cannot be met, the application may be refused and/or not accepted by the Secretary-Treasurer of the Land Division Committee.

Bacteriological Analysis of Drinking Water for Private Citizen, Single Household Only
Analyse bactériologique de l'eau potable - Particuliers, Ménages unifamiliaux seulement**Submitter's Name and Mailing Address /****Nom et adresse postale de l'auteur de la demande d'analyse****

First Name / Last Name / Prénom / Nom de famille

JOHN VAN GORP

Street address / Adresse municipale

12709 IMPERIAL rd**SPRINGFIELD, ON N0L 2J0****Location of Water Source /****Emplacement de la source d'eau****

Lot / Concession / or lot / concession

Street address / Adresse municipale

12709 IMPERIAL RD**SPRINGFIELD ON N0L2J0**County / Comté: **NOT PROVIDED**Health Unit / Unité de santé publique: **4913****Specimen details / Détails sur l'échantillon:****Barcode / Code à barres: 013006114**Phone # / # tél.: **519 269 3195**Date/Time Collected / Date/heure du prélèvement*: **2025-12-09 10:50:00**Date/Time Received / Date/heure Reçu le*: **2025-12-09 14:55:00**Purification system used (e.g. UV, filtration, etc.)? /
Système d'épuration utilisé (p. ex. rayons UV, filtration, etc.)?***Yes / Oui**

Authorized by / Autorisé par

Vice President and Chief, Microbiology and Laboratory Services or
Designate / ou Désigner**Specimen Note / Note sur l'échantillon:**

This specimen was received in good condition unless otherwise stated. / À moins d'avis contraire, l'échantillon était en bonne condition au moment de la réception.

Submit your water sample information and get your test report quickly online through our Water Testing Portal:

www.publichealthontario.ca/WaterPortal. / Soumettez les informations relatives à votre échantillon d'eau et obtenez rapidement votre rapport d'analyse en ligne sur notre portail d'analyse de l'eau de puits: www.publichealthontario.ca/WaterPortal.

Test results / Résultats d'analyse:**Total Coliform CFU/100 mL / Coliformes totaux UFC/100 mL****0****E.coli CFU/100 mL / E. coli UFC/100 mL****0****Interpretation / Interprétation:**

There is no evidence of fecal contamination. If the results show the presence of coliforms it may be indicative of a contaminated water supply. Given the susceptibility of well water to external influences, it is important to test water frequently. Consult local health unit for information if required.

Il n'y a aucune preuve de contamination fécale. Si les résultats indiquent la présence de coliformes, cela peut être révélateur d'une source d'eau polluée. L'eau des puits étant susceptible d'être dégradée par des facteurs externes, il est important de la faire analyser fréquemment. Consultez le bureau local de santé publique pour plus de détails, si nécessaire.

Date of Analysis / Date de l'analyse: **2025-12-09**Date Read / Analyse effectuée le: **2025-12-10****Please Note / Prière de noter ce qui suit :*****All time values are EST/EDT and based on a 24-hour clock / Toutes les heures sont exprimées en HNE/HAE et basées sur une horloge de 24 heures.**

The results apply to the sample as received/Les résultats s'appliquent à l'échantillon, tel que reçu.

These results relate only to the sample tested. / Le résultat obtenu se rapporte seulement à cet échantillon d'eau analysé.

Note: This water sample was only tested for the presence of both Total Coliforms and E. coli (ISO/IEC 17025 accredited tests) bacterial indicators of contamination by Membrane Filtration. The sample was not tested for other contaminants, including chemical contaminants, and therefore may be unsafe to drink even when there is no significant evidence of bacterial contamination. Contact your local public health unit for information on testing for other contaminants. / Remarque: Cet échantillon d'eau n'a été analysé que pour détecter (par un laboratoire accrédité conformément à la norme ISO/IEC 17025) la présence des coliformes totaux et des bactéries colibacillaires, indicateurs de contamination par filtration sur membrane. L'échantillon n'a pas été testé pour d'autres contaminants, y compris les contaminants chimiques et, par conséquent, l'eau peut être impropre à la consommation même lorsqu'il n'y a aucune preuve significative de contamination bactérienne. Veuillez communiquer avec le bureau de santé publique de votre localité pour vous renseigner au sujet de l'analyse visant à détecter la présence d'autres contaminants.

If the reported client information does not match the information you supplied on the form please contact the PHO Customer Service Centre. Telephone: 1-877-604-4567 or 416-235-6556 or E-mail: customerservicecentre@ohpp.ca. For operating hours see our website www.publichealthontario.ca/labs. / Si les informations sur le client indiquées ne correspondent pas aux informations que vous avez fournies sur le formulaire, veuillez communiquer avec le Service à la clientèle de SPO par téléphone au 1-877-604-4567 ou 416-235-6556, ou par courriel au customerservicecentre@ohpp.ca. Pour connaître les heures d'ouverture, veuillez consulter notre site Web à www.publichealthontario.ca/labs.

End of report / Fin du rapport

All time values are EST / EDT/Toutes les heures sont exprimées en HNE ou en HAE.***Data provided by the customer / Données fournies par le client.**Print Date / Date d'impression*: **2025-12-10**

Page 1 of 1

LIMS Report #: **58129128**Date Reported / Date du rapport*: **2025-12-10 15:35:08**

T_SingleSampleOPHL_WATPRIVATE.rpt

J.B. Wilson & Son
Well Drilling Ltd
R.R. #1 Springfield, ON N0L 2J0
519-269-3364 519-269-3995

John Van Gorp / Van Gorp Drainage and Excavating
12709 Imperial Road
Aylmer, ON

Sept 25, 2025

519-765-4445 vangorpdrainage@gmail.com

Re: Well Inspection

Our company performed a well inspection at 12709 Imperial Road. The well was pump tested at a volume of 6 GPM.

This well is capable of sustaining 6 GPM, which is an adequate supply for their business and household use.

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

Regards,

Matt Wilson

MOE Technician Licence #3300 - Class 1,2,3,4
MOE Contractor Licence #5466



VanCorp Drainage & Excavating Inc.
12709 Imperial Road, R.R. # 2
Springfield, Ontario N0L 2J0
(519)765-4445 FAX (519)765-4730
Cell 519-521-9086

To Whom it may concern,

I have inspected the weeping bed at the location of 12709 Imperial Road,
Springfield for John Van Gorp.

The existing septic systems and tank are in good condition, and meet the approval
of Van Gorp Drainage and Excavating Inc. Please contact me for further
information if needed. Our company BCIN number is 17382. Please note, we are
not responsible for any issues with the weeping bed after the inspection is done.

Regards

Jason Van Gorp

SKETCH

ILLUSTRATING PROPOSED SEVERANCE
FOR: VAN GORP FARM DRAINAGE INC.
C/O JOHN VAN GORP
NOT TO SCALE
ROAD ALLOWANCE BETWEEN CONCESSIONS 11 AND 12
KNOWN AS MAPLETON LINE
(20.117 WIDE)

GEOGRAPHIC TOWNSHIP OF SOUTH DORCHESTER

PARCEL A
(TO BE SEVERED)
AREA = 0.457 HECTARES
PARCEL C
(TO BE SEVERED)
AREA = 0.053 HECTARES
PROPERTY DESCRIPTION:
PART OF LOT 13
CONCESSION 12
GEOGRAPHIC TOWNSHIP OF
SOUTH DORCHESTER
TOWNSHIP OF MALAHIDE
COUNTY OF ELGIN
CAUTION

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

PARCEL D
GRAVEL LOT

PARCEL D

NORTH-EASTERLY CORNER
LOT 13, CONCESSION 12

12

102.82

NORTH

EDGE OF CULTIVATED FIELD

76.20

CENTRELINE OF ROW OF CONIFEROUS TREES

1.84

SHOP/OFFICE

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

20.42

20.31

18.86

16.87

9.58

13.81

5.92

74.48

10.04

10.51

11.36

39.08

64.88

37.08

50.64

35.00

38.00

18.00

40.52

102.82

76.20

1.84

2.20

59.33

* CERTIFIED IN ACCORDANCE WITH THE LAND TITLES ACT * SUBJECT TO RESERVATIONS IN CROWN GRANT *

REG. NUM.	DATE	INSTRUMENT TYPE	AMOUNT	PARTIES FROM	PARTIES TO	CERT/ CHRD
CT81313	2012/05/07	CHARGE		*** COMPLETELY DELETED *** VAN GORP FARM DRAINAGE LIMITED	BANK OF MONTREAL	
CT81314	2012/05/07	CHARGE		*** COMPLETELY DELETED *** VAN GORP FARM DRAINAGE LIMITED	BANK OF MONTREAL	
CT81318	2012/05/07	DISCH OF CHARGE		*** COMPLETELY DELETED *** PAYNE, MARJORIE CLARKE, CAROLYN CLARKE, KENNETH CLARKE, CHARLES KENNETH		
CT136604	2017/02/15	NOTICE REMARKS: EASEMENT IN E192185		CLARKE, KENNETH CHARLES ELLSWORTH		C
CT241442	2024/05/24	DISCH OF CHARGE REMARKS: CT81313.		*** COMPLETELY DELETED *** BANK OF MONTREAL		
CT241443	2024/05/24	DISCH OF CHARGE REMARKS: CT81314.		*** COMPLETELY DELETED *** BANK OF MONTREAL		

Consent Application E20-26 – 12709 Imperial Road (Van Gorp Farms Ltd) - Recommended Conditions

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



REPORT NO. DS-26-08

TO: Mayor & Members of Council
DEPARTMENT: Development Services
MEETING DATE: February 19, 2026
SUBJECT: **Application for Consent to Sever No. E23-20 of Carl Donald Thomson (c/o Eugenio DiMeo) relating to the property located at Concession 11, Part of Lots 23 and 24(11880 Belmont Road).**

RECOMMENDATION:

THAT Report No. DS-26-08 entitled “Application for Consent to Sever No. E23-26 of Carl Donald Thomson” be received;

AND THAT the Application for Consent to Sever of Carl Donald Thomson (c/o Eugenio DiMeo), relating to the property located at Concession 11 Part of Lots 23 and 24, (South Dorchester), and known municipally as 11880 Belmont Road, be supported for the reasons set out in this report.

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

PURPOSE & BACKGROUND:

The subject application for Consent to Sever (the “Application”) has been submitted by Carl Donald Thomson (c/o Eugenio DiMeo) in order to recreate agricultural farm parcels that have merged on title.

The Application relates to the property located at CON 11 PT LOT 23 24 (South Dorchester) and known municipally as 11880 Belmont Road.

The County Land Division Committee has scheduled a Public Hearing for this application to be considered on March 25, 2026.

COMMENTS & ANALYSIS:

The subject property consists of three agricultural parcels, totaling approximately 99 ha in area, that have merged on title. The subject properties have a total frontage of 994.5m on Belmont Road, 84.5m on Mapleton Line, and 1,207m on Lyons line. The subject lands currently contain two single family dwellings and three agricultural buildings.

The proposed severance will create two separate farm parcels. The retained parcel will have an area of approximately 45.4 hectares, a frontage of 994.5 metres on Belmont

Road, and contain two single detached dwellings and three agricultural buildings. The proposed retained parcel is approximately 53.4 hectares in area, has approximately 765 metres of frontage on Lyons line, and 84.5 metres of frontage on Mapleton Line. The retained lot does not currently contain any structures or buildings.

General Comments

The subject lands are designed as “Agricultural” and “Natural Heritage” in the County’s Official Plan. The property is also designated as “Agriculture” and “Locally Significant Woodland” in the Township of Malahide Official Plan. The Provincial Planning Statement (PPS) permits the creation of new lots for agricultural uses, provided the lots are of a size that is appropriate for the type of agricultural uses common in the area and are of a suitable size to ensure flexibility of agricultural operations. The County Official Plan permits the creation of new agricultural lots provided the proposed severed and retained lots each have a lot area of generally 40 hectares. Both the severed and retained parcels would meet the severance and minimum lot area requirements set out in the PPS and Official Plans. It is noted that the Township Official Plan permits agricultural severances in areas adjacent to locally significant woodlands without the completion of an Environmental Impact Study where no new land uses are proposed.

The subject property is within the Large Lot Agricultural (A3)” zone and the “General Agricultural (A1) Zone”, on Key Map 9 of Schedule “A” to the Township’s Zoning By-law No. 22-18. Since the current zone boundaries do not align with the proposed lot lines, a Zoning By-law Amendment to align modify the current zoning of the proposed parcels will be required.

Development Services Staff have considered the merits of the subject application against applicable PPS and Official Plan policies, and the Township’s Zoning By-law and recommend that the Council support the Application.

FINANCIAL IMPLICATIONS:

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

LINK TO STRATEGIC & OPERATIONAL PLANS:

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

CONSULTATION:

N/A

ATTACHMENTS:

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

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

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

Approved by: N. Dias, Chief Administrative Officer

APPLICATION FOR CONSENT**Owners: Carl Thomson**

11880 Belmont Road
 Concession 11, Part of Lots 23 & 24
 Township of Malahide

Township
 of Malahide
 Figure 1



OFFICIAL PLAN DESIGNATION
 Agriculture

ZONING
 Large Lot Agricultural (A3), General Agricultural (A1)



Proposed Severed Parcel



Proposed Retained Parcel

Site Plan

340801402017800
11880 BELMONT ROAD
MALAHIDE

Legal Description
SOUTH DORCHESTER
CON 11 PT; LOTS 23 24

Proposed
Land Severance
Three Parcels
Parcel 2 & 3 to Merge

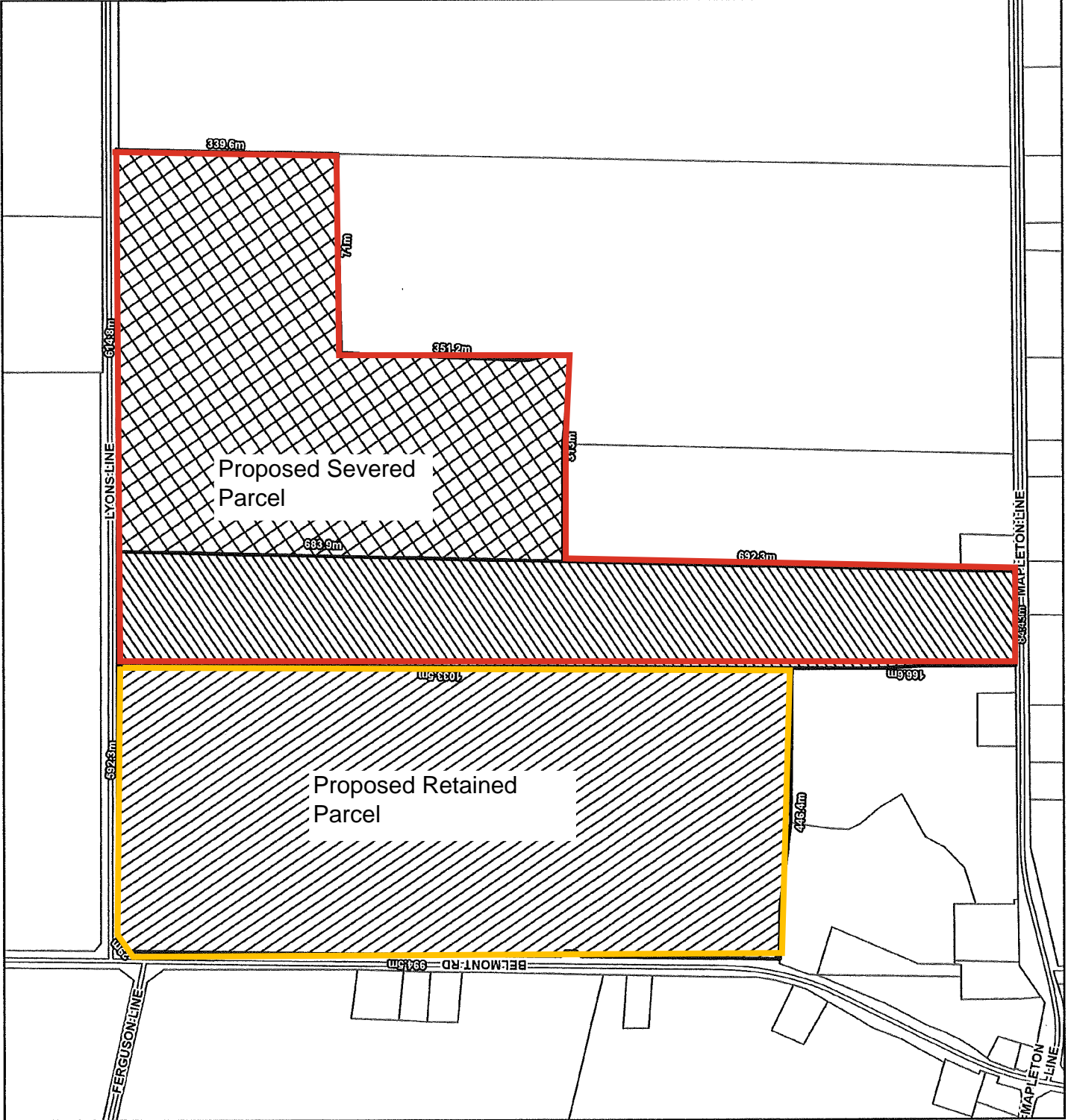
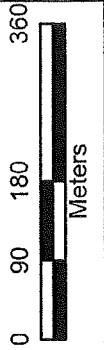
Parcel 1
11880 BELMONT ROAD
112ac
ZONING - A3
OP - AGRICULTURE

Parcel 2
54ac
ZONING - A3
OP - AGRICULTURE

Parcel 3
46757 LYONS LINE
78ac
ZONING - A1
OP - AGRICULTURE



Projection: NAD 83
UTM Zone 17
Date: Sept. 14, 2024
This drawing is neither a
legally recorded map
nor a survey and is not
intended to be used as one.



Consent Application E23-26 – 11880 Belmont Road (Thomson) - Recommended Conditions

1. That the applicant initiate and assume, if required, all engineering costs associated with the preparation of a revised assessment schedule in accordance with the Drainage Act, RSO 1990, as amended, with a deposit to be paid in full to the township prior to the condition being deemed fulfilled. If the deposit does not cover the costs of the revised assessment schedule, the applicant will be billed for any additional costs incurred
2. That all outstanding work orders or by-law enforcement issues be resolved to the satisfaction of the Chief Building Official prior to the condition being deemed fulfilled.
3. That the applicant initiate and assume all planning costs associated with the required Zoning Amendment to rezone the severed and retained lands, or other land use planning process as required in accordance with the Planning Act, RSO 1990, with such costs to be paid in full to the Township and that the required zoning be in force and effect prior to the condition being deemed fulfilled.
4. That all applicable property taxes, municipal fees and charges be paid to the Municipality prior to the stamping of the deeds.
5. That an electronic version of the reference plan be submitted to the satisfaction of the Municipality.



REPORT NO. DS-26-05

TO: Mayor & Members of Council
DEPARTMENT: Development Services
MEETING DATE: February 19, 2026
SUBJECT: 2025 Building Permit Activity

RECOMMENDATION:

THAT Report No. DS-26-05 entitled “2025 Building Permit Activity” be received.

PURPOSE & BACKGROUND:

The purpose of this Report is to provide Council with an update on building permit and development activity throughout the Township for the 2025 calendar year, and to also compare current activity levels with past years.

COMMENTS & ANALYSIS:

<i>Total Building Permit Values 2015 - 2025</i>			
Year	Total Permits	New Home Starts	Construction Value
2015	178	21	\$17,339,500
2016	181	25	\$20,090,500
2017	246	43	\$30,091,220
2018	223	37	\$26,708,400
2019	173	22	\$28,393,300
2020	239	30	\$63,875,200
2021	240	23	\$27,229,496
2022	199	19	\$27,132,872
2023	155	14	\$33,119,744
2024	162	14	\$27,381,250
2025	160	22 + 2 SDU's	\$22,933,425

<i>2025 Permit Activity Breakdown</i>			
Time Frame	Total Permits	New Home Starts	Construction Value
January - March	29	4	\$3,901,100.00
April - June	48	4 + 2 SDU's	\$6,554,195.00

2025 Permit Activity Breakdown			
July - September	54	8	\$8,149,050.00
October - December	29	6	\$4,329,080.00

In 2025, the total number of permits issued remained consistent with the previous two years.

New home starts saw a significant increase in 2025, totaling 22 units. The data also identifies two Secondary Dwelling Units (SDUs), which are becoming increasingly popular in rural areas. This increase is partially attributable to the duplex and four-plex currently under construction in Springfield.

Construction values in 2025 remained consistent and comparable to those recorded in prior years.

Looking ahead, building permit activity within the Township is expected to remain stable, with values similar to those observed over the past few years, largely due to the limited availability of land for substantial growth.

Prepared by: S. Sutherland, Chief Building Official

Approved by: N. Dias, Chief Administrative Officer



REPORT NO. DS-26-06

TO: Mayor & Members of Council
DEPARTMENT: Development Services
MEETING DATE: February 19, 2025
SUBJECT: **2025 Annual By-law Enforcement Activity Report**

RECOMMENDATION:

THAT Report No. DS-26-06 entitled “2025 Annual By-law Enforcement Activity Report” be received.

PURPOSE & BACKGROUND:

The purpose of this Report is to provide Council with an update on By-law Enforcement throughout the Township between January 1st and December 31, 2025.

COMMENTS & ANALYSIS:

The responsibilities of the By-law Enforcement Officer include enforcing municipal by-laws, reviewing and updating existing by-laws, implementing new by-laws and drafting Policies and Procedures related to By-law Enforcement.

By-law Enforcement is governed by the Municipal Law Enforcement Policy, which allows for a multi-step approach to achieve compliance. Malahide’s by-law enforcement approach values learning and excellent customer service, providing three (3) opportunities before the Township proceeds with remedial action.

The overall goal of the By-law Enforcement is to achieve voluntary compliance with municipal by-laws without having to resort to laying charges in the Ontario Court of Justice. This is achieved through effective communication, collaboration, and education on the Township’s by-laws.

The table below shows the status of the complaints by year.

Complaints Numbers by Years			
Complaints	2023	2024	2025
Complaints Received	40 (recorded)	56	63
Complaints Closed	36	49	58
Old Complaints Closed	N/A	N/A	5
Complaints Open	4	7	7
Percent	90%	87.5 %	92%

Complaint response times for 2025 were excellent, with complaints being investigated within an average of 3 days of receipt. Complaints are prioritized based on the risk to public safety, as well as the health, safety, and well-being of citizens.

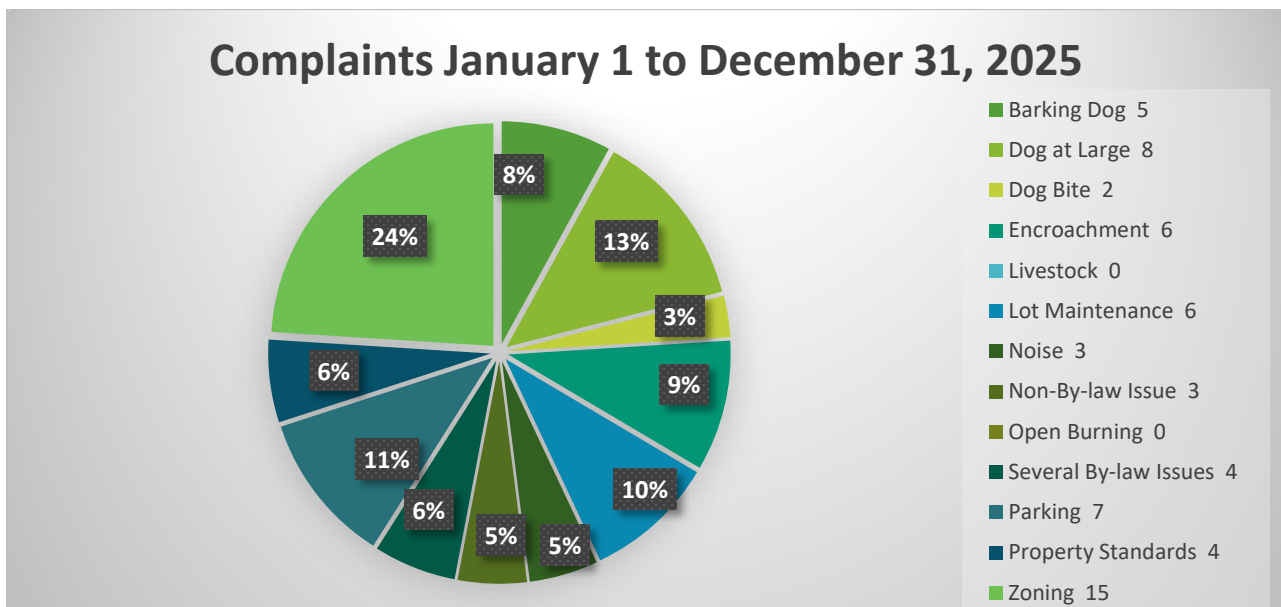
The table below shows the action tracking numbers.

Action Tracking Numbers		
Category	2024 Numbers	2025 Numbers
Number of Complaints Submitted	56	63
Investigated within 5 days	46	54
Percent Investigated within 5 days	83 %	86 %

The table below shows complaints by location.

Complaints by Location		
	2024	2025
Copenhagen	3	2
Little Aylmer	2	0
Lutton	4	1
Lyons	6	5
Mount Salem	1	0
Port Bruce	2	8
Rural Malahide	24	35
Springfield	14	12
Total:	56	63

The Township received 63 complaints in 2025, most of which concerned dogs or zoning matters.



The table below shows complaints by type.

Complaints by Type		
	2024	2025
Barking Dog	7	5
Dog at Large	9	8
Dog Bite	0	2
Encroachment	3	6
Livestock	0	0
Lot Maintenance	3	6
Noise	0	3
Non-By-law Issue	3	3
Open Burning	2	0
Several By-law Issues	8	4
Parking	1	7
Property Standards	7	4
Zoning	13	15
Total:	56	63

Conclusion:

In general, municipal by-laws are challenging as they are the most personal form of law enforcement towards an individual, as they deal with an individual's personal property, including their house, possessions, activities, and businesses. As such, there needs to be a balance between the complainant's expectations and the enforcement of the by-law. As previously stated, the By-law Department uses a multi-step approach to achieve compliance, with a key focus on education and gaining voluntary compliance.

By-law enforcement can be time-consuming, particularly for a one-person department serving two municipalities under various pieces of legislation. As education and attempts to work with violators often lead to compliance, this multi-step approach has proven effective.

In conclusion, by-law enforcement in Malahide is a productive, growing service, and staff look forward to further improving this service in 2026.

Prepared by: M. Russell, By-law Enforcement Officer

Reviewed by: S. Sutherland, Chief Building Official

Approved by: N. Dias, Chief Administrative Officer



REPORT NO. F-26-01

TO: Mayor & Members of Council
DEPARTMENT: Fire & Emergency Services
MEETING DATE: Click or tap to enter a date.
SUBJECT: Emergency Services Quarterly Report (October – December)

RECOMMENDATION:

THAT Report No. F-26-01 entitled “Emergency Services Quarterly Activity Report (October – December)” be received.

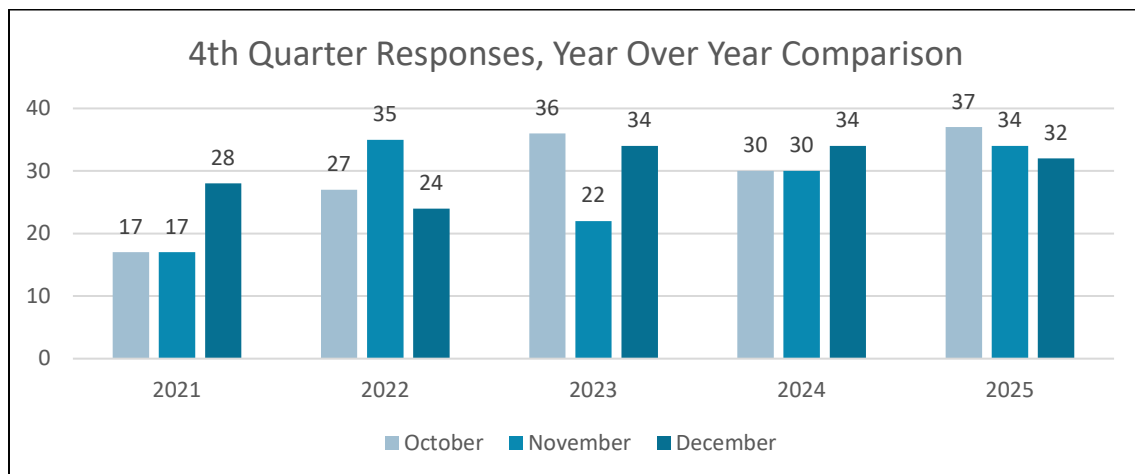
PURPOSE & BACKGROUND:

This report provides information reported for the fourth quarter of 2025, including dates of October 1st to December 31st, 2025.

COMMENTS & ANALYSIS:

Department Responses

The Malahide Fire Services responded to one hundred three (103) incidents this quarter as compared to ninety-four (94) in 2024, ninety-two (92) in 2023, eighty-six (86) in 2022, and sixty-two (62) in 2021. A comparison of these incidents to the same quarter of previous years is shown in the bar graph below.



Listed below is a breakdown of the type of incidents this quarter. Medical incidents accounted for sixty-three (63%) of all incidents in this quarter. The average age of

persons requiring medical response was 63, with 63% being male, 34% being female and 3% unknown.

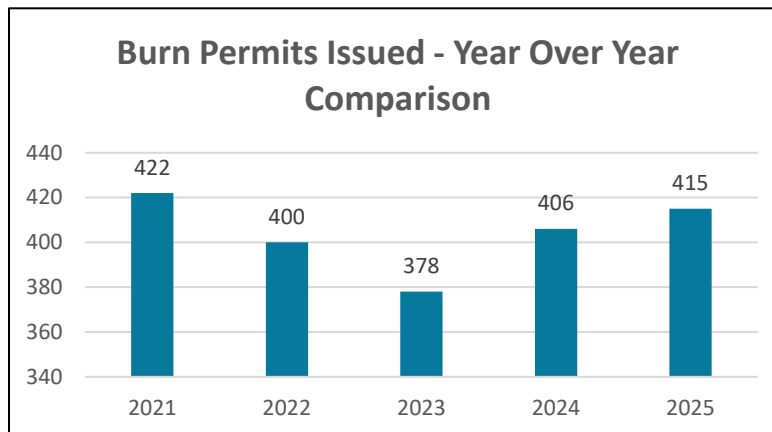
Quarterly Incidents by Type	#
Fire	8
Burn Complaint	4
Alarm Malfunction	5
Smoke Alarm (NO FIRE)	3
CO Alarm	1
Public Hazard	4
Technical Rescue MVC	12
Technical Rescue Other	0
Medical	65
Assist Other Fire Department	0
Assist Police	0
Other Public Request	1
TOTAL:	103

Fire Events Loss/Save

There were eight (8) fires with a combined estimated total dollar loss of \$257,400.00, and a total estimated dollar saved of \$120,000.00.

Burn Permits

Twenty-nine (29) burn permits were issued in the fourth quarter of 2025, bringing the total number of burn permits issued for the year to 415.

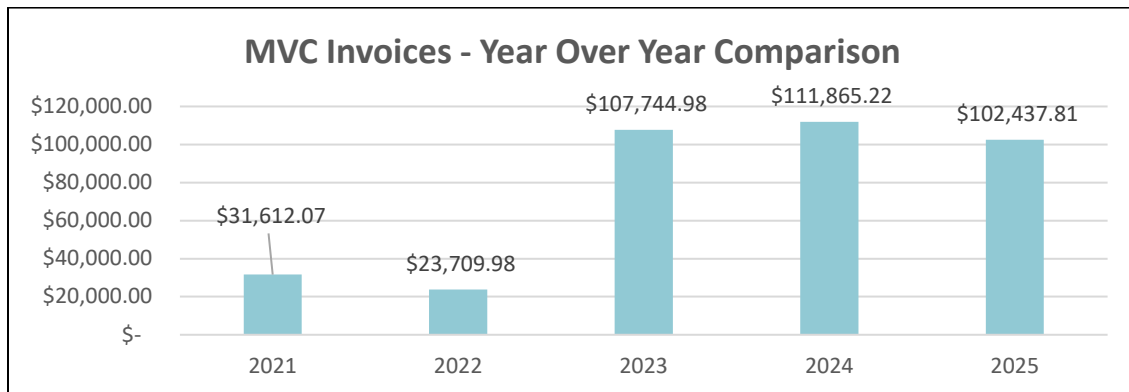


Fire Safety Inspections

For this quarter, staff conducted three (3) inspections. There were twelve (12) orders for non-compliance issued from these inspections.

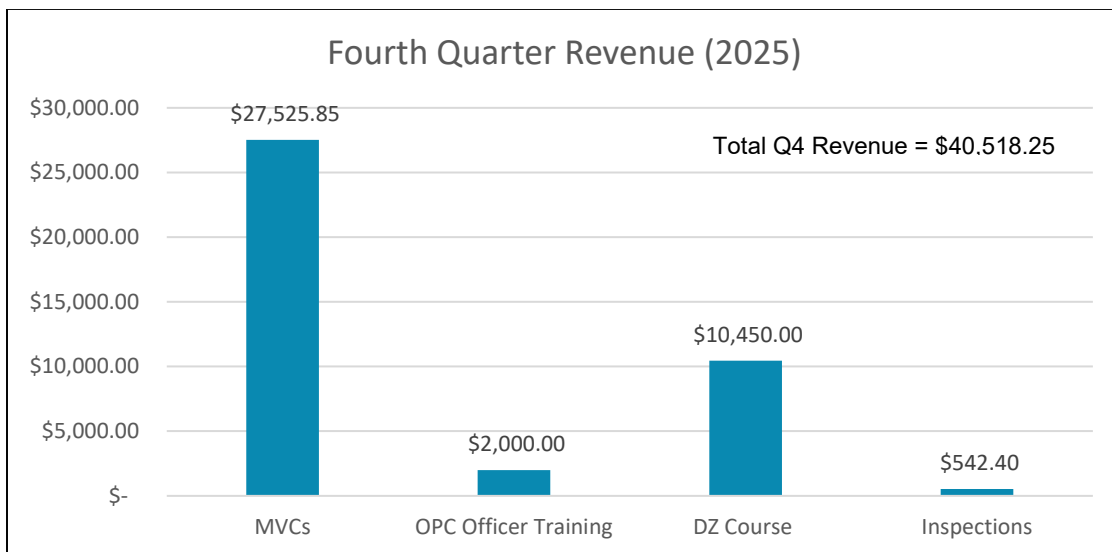
Motor Vehicle Collision Cost Recovery

Malahide Fire Services responded to twelve (12) motor vehicle collisions (“MVC”) in the fourth quarter for a total of fifty (50) MVCs to date in 2025. Year-to-date revenue billed for services rendered, and total for prior years, is provided below:



Total Quarterly Revenue

Malahide Fire Services' revenue in the fourth quarter of 2025 is \$40,518.25 (before applicable HST). This revenue is derived from providing services at MVCs, OPC Officer Training, DZ Course Facilitation, and Fire Inspections as depicted in the graph below.



Fire Prevention and Public Education

Fire Prevention Week

Fire Prevention Week took place from October 5–11, 2025. In recognition of this, the Fire Prevention Team visited six (6) elementary schools throughout October to deliver student presentations focused on fire and lithium-ion battery safety, home escape planning, and emergency preparedness.

To further reinforce key safety messages, the team developed five (5) daily fire safety messages for inclusion in school morning announcements, published six (6) social media posts, and placed one (1) advertisement in the Aylmer Express.

The second annual Fire Prevention Week Colouring Contest was highly successful, receiving 604 submissions from Malahide elementary schools. Winning classes were awarded a pizza party lunch, delivered by the Fire Prevention Team alongside Sparky the Fire Dog.

12 Days of Holiday Fire & CO Safety

MFS was proud to partner with the Fire Marshal's Public Fire & Safety Council and De Brigj Radio—our local Low German radio station—to share the *12 Days of Holiday Fire & CO Safety* over the airwaves this holiday season.

To ensure these important safety messages reached everyone in our community, De Brigj Radio translated and delivered each message in Low German, recognizing that English is not the first language for many listeners. Each day, listeners were invited to call in and repeat the safety message for a chance to win a prize, generously donated by the Fire Marshal's Public Fire & Safety Council.

Each prize package included:

- A Kidde 10-year sealed battery smoke alarm
- A Kidde *Cause for Alarm* booklet with fire and CO safety tips and activities
- A plug-in Kidde carbon monoxide alarm with battery backup
- A variety of everyday items featuring fire and CO safety messages

This partnership was especially beneficial, as a large portion of the Township's population speaks Low German, which is primarily an oral language and not easily translated into written form. Delivering these messages through local radio ensured fire and carbon monoxide safety information was shared in a culturally appropriate and accessible manner. We look forward to continuing this partnership with De Brigj Radio.

Fire Safety Messages:

The following fire safety messages have been used this quarter:

October – “Service your wood burning appliance – clean your chimney”

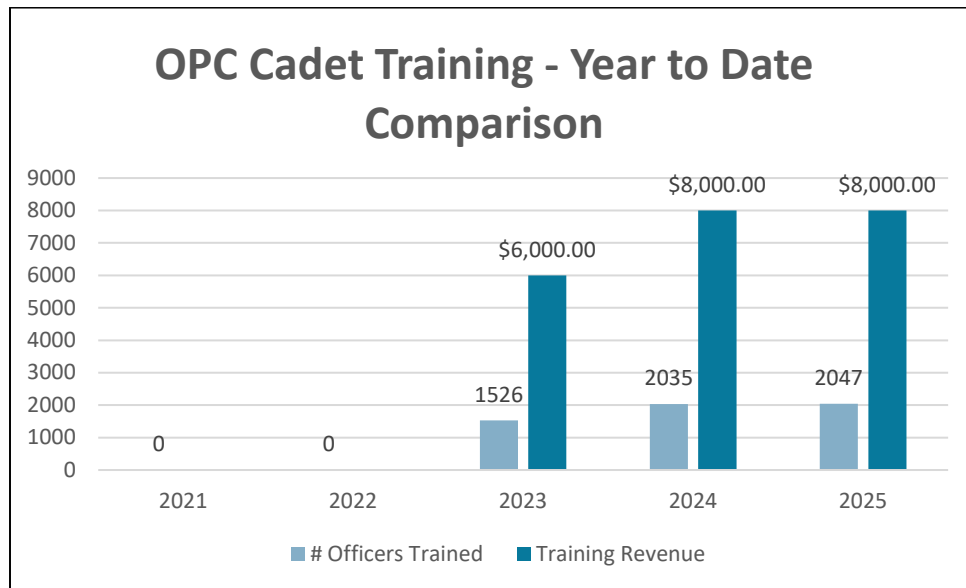
November – “Are you prepared for an emergency? Get a 72-hr kit”

December – “Service your home heating appliances – check intake and exhaust vents”

Ontario Police College (“OPC”) Officer Training

The MFS Fire Prevention Team trained a fourth and final class of 515 Police Cadets at the Ontario Police College on October 14, 2025. To date, the number of Police Cadets trained by MFS in 2025 is 2,047.

The current agreement with the Ontario Police College is that they will reimburse MFS \$2,000.00 per session as well as cover the cost of any equipment that is damaged during any presentation.



Community Outreach

Halloween Open House

MFS Station #3 (Springfield) and Station #5 (South) welcomed community members on Halloween by opening their doors to local trick-or-treaters. This annual tradition continues to be well received, with more than 350 residents visiting the fire stations this year, providing an opportunity to connect with families and promote positive community engagement.

Annual Food Drive

Members of Malahide Fire Services collaborated with Aylmer Fire Department to organize this year's annual food drive for the local food bank. MFS and AFD were able to collect more than 70 boxes of food donations and \$3,700 in cash donations for those in need.

"Movember" Fundraiser

MFS proudly participates annually in the Movember fundraiser in support of men's health initiatives. Through department participation, including growing moustaches and selling branded t-shirts, MFS successfully raised and donated over \$450 to the cause.

Christmas Parades

MFS was delighted to participate in the Aylmer Santa Claus Parade in November and the Springfield Santa Claus Parade in December. Both events were very well attended providing further opportunities to celebrate and engage with our community in a festive atmosphere.

Prepared by: M. Badder, Fire Administrative Assistant

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

Approved by: N. Dias, Chief Administrative Officer



REPORT NO. F-26-02

TO: Mayor & Members of Council
DEPARTMENT: Fire & Emergency Services
MEETING DATE:
SUBJECT: Emergency Services 2025 Year End Report

RECOMMENDATION:

THAT Report No. F26-02 entitled “Emergency Services 2025 Year End Report” be received.

AND THAT the Officers appointed for Malahide Fire Services effective January 1, 2026 are:

South Station – District Deputy Chief: Jason Brown

South Station – Captain: Randy Huse

South Station – Captain: Scott Salmon

North Station – District Chief: Ryan DeSutter

North Station – Captain: Aaron Bradley

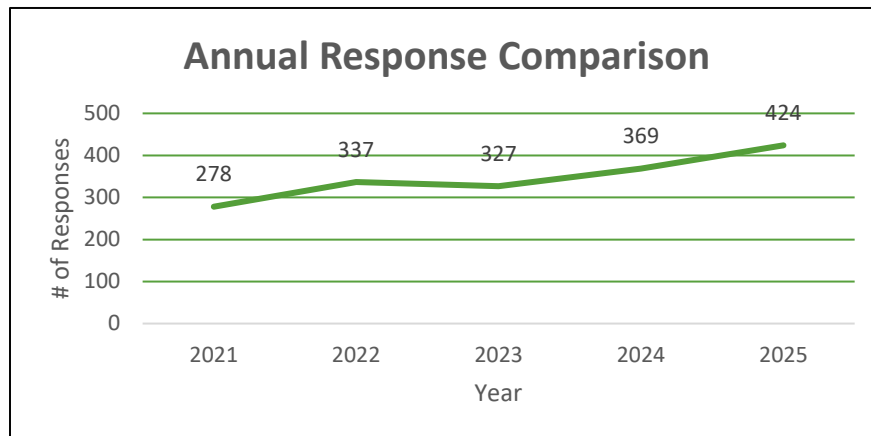
North Station – Captain: Robert DeSutter

COMMENTS & ANALYSIS:

FIRE SERVICES

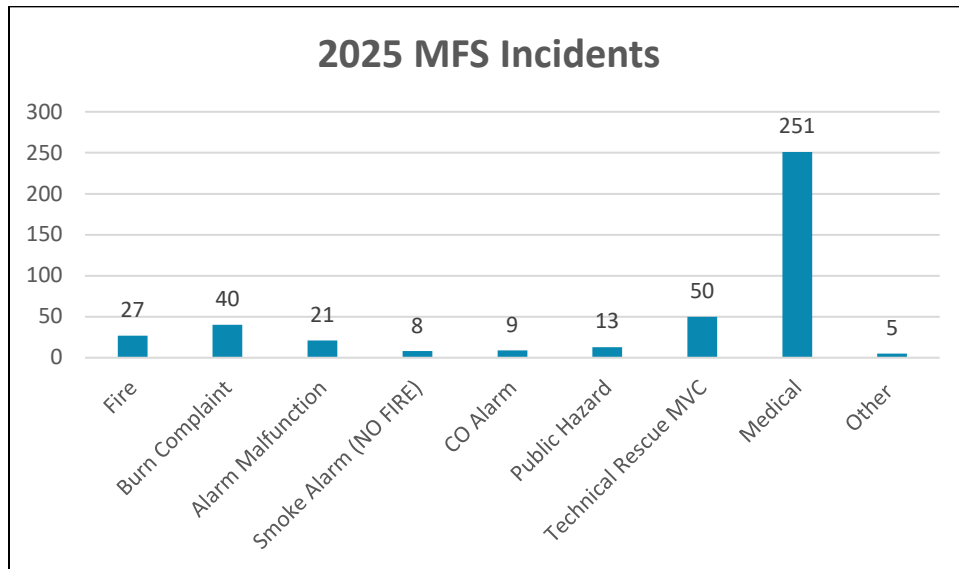
Department Incidents:

In 2025, Malahide Fire Services (MFS) responded on 424 occasions to emergency incidents, as compared to 369 in 2024, 327 in 2023, 337 in 2022, and 278 in 2021.

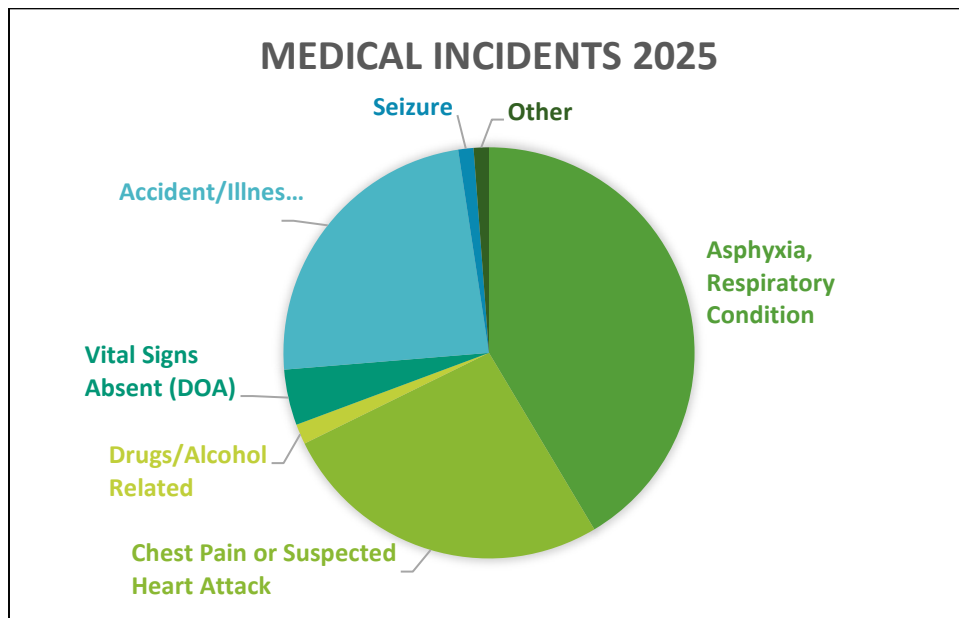


Of the 424 responses in 2025, 15 were two-station responses.

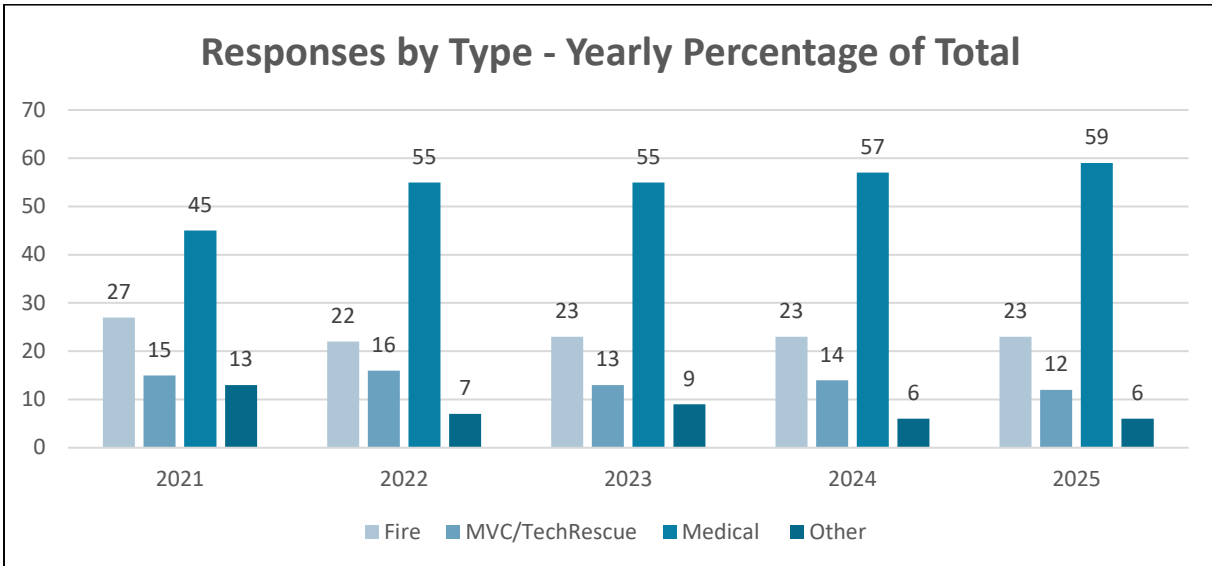
In 2025, medical responses accounted for approximately 59% of all responses as compared to 57 % in 2024, 55% in 2023, 55% in 2022, and 45% in 2021. On average, for the last five years, medical responses account for approximately 54% of all incidents annually.



Of 251 medical responses in 2025, 67% were classified as asphyxia/respiratory condition or chest pains/suspected heart attack. The average age of persons requiring medical response was 62, with 58% being male, 38% being female, and 4% unknown.



Fire responses, which have been broken into three categories (fire 6%, burn complaints 9% and smoke alarm 7%), accounted for approximately 23% of all responses in 2025 and account for approximately 24% of all responses on average for the last five years. Motor Vehicle Collisions and Technical Rescues account for 12% of all 2025 responses, with a five-year average of 14%. The remaining percentage is comprised of Mutual Aid and other miscellaneous incidents.



Station Response

In 2025, Malahide Fire Services' average response time to emergency incidents was 10:31 (minutes : seconds), with an average of 11.9 firefighters responding per emergency incident.

For the purpose of this report, an emergency incident is defined as any call for service requiring an immediate response to protect life, property, or the environment. Incident types included in the emergency incidents response time calculations are:

- Fire
- Medical
- MVC/Technical Rescue
- Public Hazard

Response time is measured from the moment firefighters are paged to the arrival of the first responding apparatus on scene. These times are influenced by the availability and proximity of firefighters to their stations, as well as the location of the incident relative to the stations.

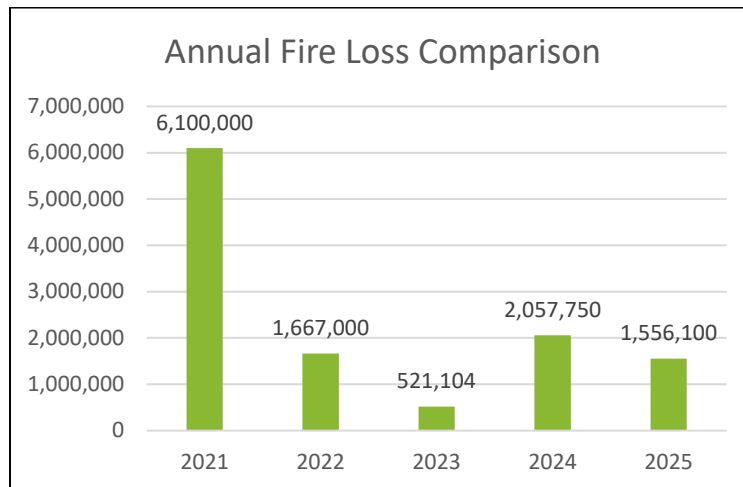
Station	# of Emergency Incidents	Average Response Time
North Station	145	10:05
South Station	197	10:50

NFPA 1720 sets a standard of service for fire response. Specifically, Section 4.3.2 addresses rural areas with populations under 500 people per square mile, requiring six firefighters on scene within 14 minutes, 80% of the time; a standard that applies to Malahide.

Malahide consistently exceeds this benchmark, with an average of 14 firefighters on scene in 8 minutes and 13 seconds or less, achieving this 89% of the time. It is important to note that this metric applies only to structural fire responses; medical calls are not included in this standard.

Fire Loss Statistics

In 2025, the estimated dollar loss as a result of fire was approximately \$1,556,100 as compared to \$2,057,750 in 2024, \$521,104 in 2023, \$1.6 million in 2022, and \$6.1 million in 2021. Dollar loss statistics are based on the Staff's best estimate of property and building replacement values only.



Fire incidents in 2025 resulted in significant dollars saved due to fast extinguishment and proper tactics used by fire crews. The estimated dollars saved in property for 2025 was approximately \$11,996,800 as compared to approximately \$3,221,500 in 2024, \$7.4 million in 2023, \$14.7 million in 2022, and \$5.2 million in 2021.

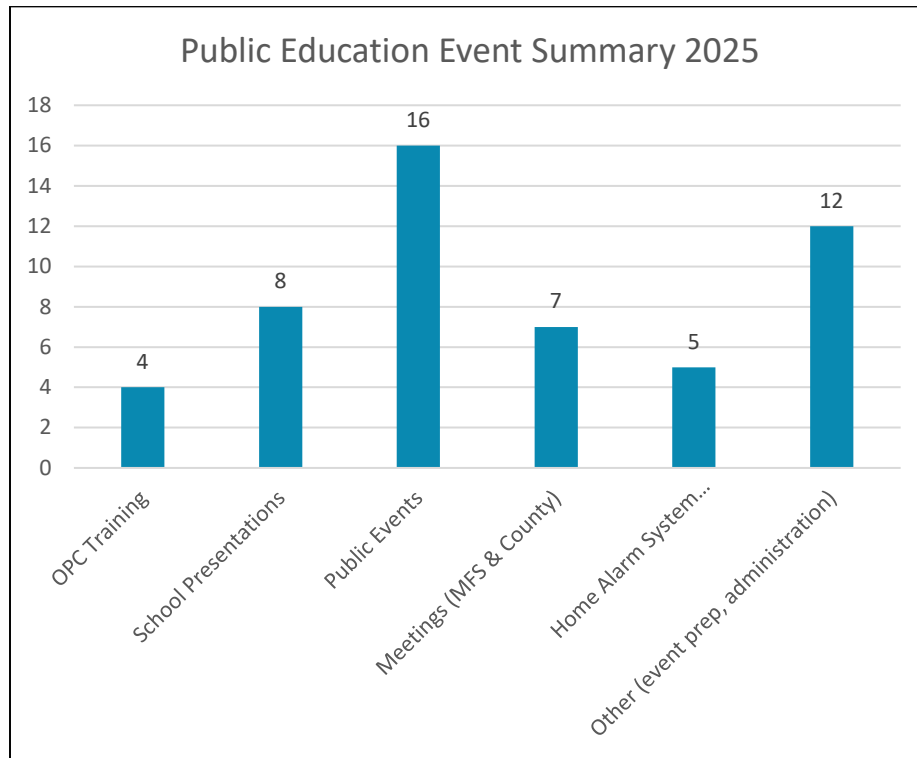
Total Incident Hours

The total of all firefighter hours spent on scene for all incidents in 2025 was 4,784 hours.

Fire Prevention & Public Education

The MFS public fire safety education activities are delivered by a committed group of volunteer firefighters that partner with Elgin County Fire Prevention (comprised of members of other Elgin County fire departments). MFS currently has fifteen (15) members certified as Fire & Life Safety Educators led by CFPO Dave Bradley.

The Fire Prevention Team undertakes a wide range of initiatives, including delivering fire safety and emergency preparedness presentations in elementary schools, attending and presenting at community events, conducting home smoke and carbon monoxide alarm inspections and installations, and facilitating fire safety training for police officers at OPC. The Fire Prevention Team participated in fifty-two (52) public education events in 2025, as summarized in the graph below:



Fire Prevention activities are effective in engaging and educating residents of all ages in the short term and continue to contribute to the prevention and mitigation of emergencies over the long term. In 2025, these initiatives reached more than 6,000 individuals, supporting the ongoing safety of residents and visitors throughout the Township of Malahide.

Fire Safety Inspections

Ten (10) inspections were conducted in 2025 with thirty-one (31) inspection orders issued for non-compliance. In 2024, staff inspected 11 properties, 11 in 2024, 11 in 2022, and 10 in 2021. The following types of properties/facilities were inspected:

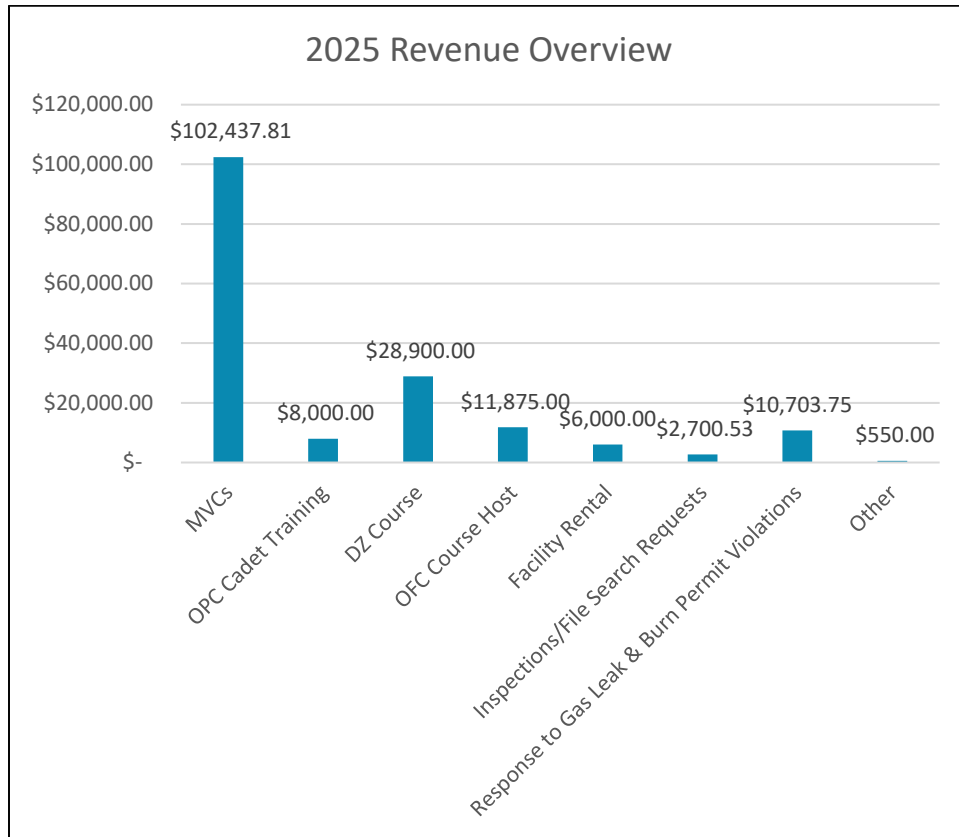
- Industrial (2)
- Institutional (2)
- Residential (1)
- Mercantile (1)
- Assembly (1)

- Miscellaneous (3)

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

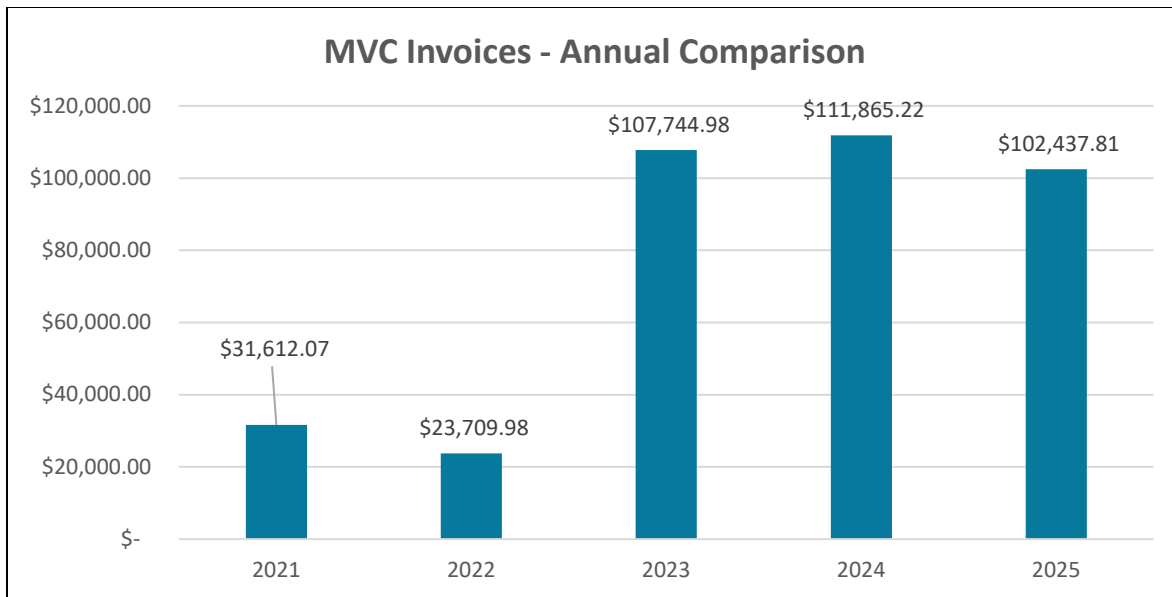
Fire Services Revenue

In 2025, Malahide Fire Services generated total revenues of \$171,167.09. A detailed breakdown of the revenue streams is illustrated in the graph below, providing an overview of the department's revenue composition for the year:



Motor Vehicle Collisions

In 2025, the Township invoiced a total of approximately \$102,437.81 for response to MVCs on all roadways in the Township, as compared to \$111,865.22 in 2024, \$107,744.98 in 2023, \$23,709.98 in 2022, and \$31,612.07 in 2021.



Ontario Police College (OPC)

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

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

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

In 2025, MFS attended OPC for four (4) training events. 2,047 Police Cadets were trained.

Driver Certification Program

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

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

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

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

Grants and Donations

Grants and donations play a crucial role in enhancing the fire department's ability to serve the residents of Malahide by providing essential funding and resources. In 2025, the department successfully secured multiple grants, totaling \$205,912.97, which directly contribute to fire protection, public safety, and emergency preparedness.

Fire Protection Grant

The Fire Protection Grant program, announced in the Ontario government's 2024 budget, aims to support cancer prevention initiatives and minor infrastructure modernization for fire departments. The awarded grant of twenty-four thousand six hundred ninety-one dollars and twenty-five cents (\$24,691.25) fully covered the cost of the purchase and installation of the washer extractor at Malahide's South Station. The installation of the washer extractor will ensure that bunker gear is promptly cleaned, minimizing firefighters' exposure to harmful residues and contaminants, aligning with NFPA standards for PPE maintenance.

Emergency Preparedness Grant

The Township of Malahide was awarded a grant of forty-nine thousand thirty-one dollars and eleven cents (\$49,031.11) through the Community Emergency Preparedness Grant (CEPG) program, administered by Emergency Management Ontario. This funding is part of the Ontario government's initiative to enhance local emergency preparedness and response capabilities. The Township's successful application was based on the need to improve its emergency response capacity by acquiring essential equipment that will enhance operational efficiency in emergency situations. The funding was allocated to the purchase of fourteen (14) Water/Ice Rescue Suits and ten (10) portable radios.

Fire Marshal's Public Fire Safety Council Certification Grant

The Township of Malahide was awarded a grant of two thousand seven hundred and fifty-three dollars and fifty-four cents (\$ 2,753.54) through the Fire Marshal's Public Fire

Safety Council (FMPFSC) Grant program. This grant provides select provincial fire departments with funding to support the purchase of firefighter training and educational needs to assist with certification requirements as part of O.Reg.343/22. These funds allowed the Malahide Fire Services to purchase five (5) iPads and protective cases to be used in departmental training evolutions.

Firehouse Subs Grant

The Firehouse Subs Public Safety Foundation of Canada is a charitable organization dedicated to supporting first responders by providing lifesaving equipment and resources. Their grants aim to improve the efficiency and effectiveness of emergency services, particularly in areas where access or funding may be limited. Malahide Fire Services applied for and successfully secured a grant from the Firehouse Subs Public Safety Foundation of Canada in the amount of twenty-nine thousand four hundred and thirty-seven dollars and seven cents (\$29,437.07). This funding allowed the purchase of a Can-Am Defender Max XT HD9 side-by-side UTV, off-road utility vehicle. The side-by-side UTV will be a critical asset for Malahide Fire Services, directly addressing the unique geographic and demographic challenges faced by the department.

Mental Health Supports for Public Safety Personnel Grant

The Mental Health Supports for Public Safety Personnel (MHS4PSP) Grant is an Ontario government initiative that provides funding for specialized, fee-for-service mental health training for first responders. Through this program, access is provided to training delivered via Warrior Health, an Ontario-based, on-demand mental health platform designed specifically for public safety personnel and their families. In 2025, Malahide Fire Services, in partnership with the Bayham, Southwold, and West Elgin Fire Departments, successfully applied for and were awarded one hundred thousand dollars (\$100,000.00) to support the delivery of specialized mental health training across departments. This training is invaluable to the health and well-being of our first responders and addresses a critical area in which in-depth training had not previously been sourced. The training is scheduled to be delivered in 2026.

Burn Permits

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

In 2025, the Township issued 415 permits. The average number of permits issued over the last five (5) years is 404.

In 2025, MFS responded to forty (40) open-air burning complaints involving non-compliance with the Open Air Burning By-Law, including eleven (11) complaints related

to unauthorized controlled burns on the Port Bruce Provincial Beach. In accordance with the enforcement policy, written and verbal warnings were issued to property owners for violations of the open-air burning regulations. In 2025, Staff invoiced one (1) property owner for disregarding the provisions of the Open-Air Burning By-law.

Malahide Station Training

In 2025, sixty-six (66) training sessions were conducted for all 3 stations, covering eighteen (18) subjects, including firefighting tactics, medical training, and all forms of Technical Rescue. These training sessions accounted for a total of 133 in-service training hours, with instructors dedicating additional time to prepare and deliver the training.

Technical Rescue Services

The Department's Technical Rescue training program includes:

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

As of December 31, 2025, the Department has eighteen (18) firefighters that are qualifying to Awareness, Operations and Technician levels in each of these disciplines.

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

Volunteer Firefighter Recruitment

In 2025, Malahide Fire Services welcomed four (4) new recruit volunteer firefighters. All recruits completed their NFPA 1001 Firefighter Level I & II and HazMat certifications through the Elgin Middlesex Regional Fire School. In addition, the recruits completed First Aid/CPR and Modified Tier Responder Training as well as defibrillator, EpiPen and Naloxone administration. Looking ahead, five (5) recruits and two (2) certified firefighters have committed to joining the department in 2026. The current complement of MFS volunteer firefighters is sixty-six (66).

Junior Firefighter Program

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

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

Officer Selection and Appointment

In previous years, District Chiefs, District Deputy Chiefs and Captains were appointed for a 4-year term. In 2024, it was decided that when the 4-year terms for District Chiefs and District Deputy Chiefs ended, and the successful candidate is selected to fill the role, these terms will no longer expire. Captains will continue to be hired for 4-year terms. At the end of their term, or when a vacancy occurs, positions are posted for a 30-day period. Applications are received, a written test is completed, interviews are held, and the most qualified candidate is selected. In 2025, “recruitment” was carried out for two (2) Captains at the North Station, two (2) Captains at the South Station and one District Deputy Chief at the South Station.

Below is a chart indicating the Station Officers and the expiry of their terms as of December 31, 2025.

Name	Station	Position	Expiry
Loewen, Randy	South Station	District Chief	December 31, 2026
Brown, Jason	South Station	Deputy District Chief	*No expiry
DeRyk, Joseph	South Station	Captain	December 31, 2027
Dekraker, Dylan	South Station	Captain	December 31, 2026
Giesbrecht, Jacob	South Station	Captain	December 31, 2028
Huse, Randy	South Station	Captain	December 31, 2029
Lamb, Andy	South Station	Captain	December 31, 2027
Salmon, Scott	South Station	Captain	December 31, 2029
DeSutter, Ryan	North Station	District Chief	*No expiry
Bradley, Dave	North Station	Deputy District Chief	*No expiry
Bradley, Aaron	North Station (L)	Captain	December 31, 2029
DeSutter, Rob	North Station (S)	Captain	December 31, 2029
Johnson, Dennis	North Station (S)	Captain	December 31, 2027
Moyer, Mark	North Station (L)	Captain	December 31, 2028
Lindsay, Rob	North Station (L)	Captain	December 31, 2026
Van Den Nest, Corey	North Station (S)	Captain	December 31, 2026

Mutual Aid

Mutual Aid is typically requested from neighbouring Fire Department(s) with which an agreement is in place to provide assistance and resources during emergencies that exceed the capacity of a single department. This support can include personnel, apparatus, equipment or specialized expertise, ensuring timely and effective responses to emergencies in the community.

In 2025, Malahide Fire Services provided assistance to neighboring Departments (Aylmer and Bayham) at two (2) incidents.

Staff Development

We have continued to expand our training of all firefighters and officers. Our Technical Rescue Team continues working on training and skill development to provide a highly skilled response to our most difficult calls. We are actively assisting with providing instructors to the Regional Training Centre (RTC) for the County of Elgin. This RTC allows the Township of Malahide to access a greater range of training at a lower cost. In 2025, the RTC utilized our instructors for many different courses, as well as the full recruit training program.

In 2025, Malahide Fire Services worked closely with the Ontario Fire College (OFC) to host three (3) pilot courses at Malahide South Station: NFPA 1006 Rope Rescue Operations in January, NFPA 1006 Rope Rescue Technician in April, and NFPA 1006 Rope Rescue Operations in September. The station's four-floor training tower, along with its dedicated training room, provides an ideal environment for rope rescue instruction, distinguishing Malahide as a top-tier training facility. Not only did this partnership allow us to contribute to the development of high-quality programming, but it also enabled eight (8) of our firefighters to enroll in and become certified in the courses at no cost.

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

EMERGENCY MANAGEMENT PROGRAM

Emergency Response

In 2025, a dragline was deployed on standby to mitigate potential ice jamming near the pier in Port Bruce. Ice-breaking operations were conducted as needed from January 14 to March 5, totaling approximately seventy-nine (79) hours, helping to reduce the risk of ice-related hazards in the area.

Public Education/Awareness

In 2025, the Township met the Emergency Management Ontario (EMO) minimum requirements for public education and awareness.

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

Emergency Management Program

The Township's Emergency Management Program is fully compliant with the minimum requirements prescribed under the *Emergency Management and Civil Protection Act* (EMCPA).

Training and 2025 Program Compliance Activities

The EMCPA requires the Township's Emergency Management Program Committee (EMPC) to review, revise, develop and/or endorse the following at least annually:

- Community Hazard Identification and Risk Assessment (HIRA)
- Critical Infrastructure Assessment
- The Emergency Response Plan and its appendices
- Malahide Flood Emergency Response Plan and its appendices.

The EMPC met on August 19, 2025. During the meeting, staff and Jeff Brooks, Manager of Emergency Management and CEMC for the County of Elgin, reviewed all components of the Township's Emergency Management Program. Minor updates were made to the Program's appendices, contact information and staff directory to ensure accuracy and currency.

The Municipal Emergency Control Group (MECG) met on November 4, 2025, at the Keystone Complex in Southwold to participate in a tabletop exercise and training session. The exercise was organized by the County of Elgin and included participation from other lower-tier municipalities within the County.

Prepared by: M. Badder, Fire Administrative Assistant

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

Approved by: N. Dias, Chief Administrative Officer



REPORT NO. F-26-03

TO: Mayor & Members of Council
DEPARTMENT: Fire & Emergency Services
MEETING DATE: February 19, 2026
SUBJECT: Fire Protection Grant

RECOMMENDATION:

THAT Report No. F-26-03 entitled “Fire Protection Grant” be received for information.

PURPOSE & BACKGROUND:

The Fire Protection Grant program, announced in the Ontario government’s 2024 budget, aims to support cancer prevention initiatives and minor infrastructure modernization for fire departments. A total of \$30 million was to be disbursed over three years, with \$10 million allocated for the 2024-2025 fiscal year. For the 2025-2026 fiscal year, the grant amount was doubled to \$20 million. Malahide Fire Services submitted a successful application requesting funding to install a washer extractor in Station 4, as well as portable Air Scrubbers/Filtration units in all three of our stations. The funds allocated in year two will cover the purchase and installation.

Malahide Fire Services operates three fire stations. Currently, Station 3 (Springfield) and the South Station have washer extractors. The awarded funding will be used to purchase and install an additional extractor in Station 4 (Lyons), improving firefighter safety and operational efficiency.

COMMENTS & ANALYSIS:

Firefighters face significant cancer risks due to prolonged exposure to hazardous contaminants. Research shows proper cleaning of personal protective equipment (PPE) is essential to reducing these risks. Installing an additional washer extractor will ensure that bunker gear is promptly cleaned, minimizing firefighters’ exposure to harmful residues and contaminants, aligning with NFPA standards for PPE maintenance.

Additionally, the portable air filtration units assist with the reduction of airborne cancer-causing agents by reducing volatile organic compounds (VOCs), hazardous particulates, and carcinogens that off gas from turnout gear and equipment after a fire.

This project will have the following benefits:

- **Improved Health & Safety:** Reduced risk of cancer by ensuring proper decontamination of PPE.

- **Operational Efficiency:** Reduced downtime as gear can be cleaned at multiple locations, ensuring faster turnaround and readiness for calls.
- **Resource Optimization:** Eliminates the need to transport gear between stations for cleaning, saving time and resources.
- **Strategic Planning:** Malahide will apply for further grant funding in the next cycle to further protect our firefighters from dangers associated with firefighting.

FINANCIAL IMPLICATIONS:

The awarded grant of fifty-two thousand eight hundred and twenty-one dollars (\$52,821.00) will fully cover the cost of purchasing and installation of the washer extractor at Station 4 (Lyons), as well as the air filtration for all three of the stations. No additional funding is required at this time.

LINK TO STRATEGIC & OPERATIONAL PLANS:

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

CONSULTATION:

- Steven Tripp – Community Relations and Economic Development Manager
- Joseph Krogman – OFM Field Advis

ATTACHMENTS:

None.

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

Approved by: N. Dias, Chief Administrative Officer



REPORT NO. PW- 26-04

TO: Mayor & Members of Council
DEPARTMENT: Public Works
MEETING DATE: February 19, 2026
SUBJECT: Drain Update Report

RECOMMENDATION:

THAT Report No. PW- 26-04 entitled “Drain Update Report” be received.

PURPOSE & BACKGROUND:

This report provides Council with an update on the status of the various current/in progress drainage works as of January 30, 2026.

COMMENTS & ANALYSIS:

Name of Report	Date of petition	Meetings	Status
Avon Drain	February 2025	August 2025	Out for Tender
Baxter Drain Improvement	June 2025	August 2025	Waiting for design
Beach Street Drain	September 2025	November 2025	Waiting for design
Bobbett Drain	June 2024	September 2024	Construction Complete
Brooks Drain Improvement	May 2025	August 2025	Construction Complete
Chalet Line Drain	March 2024	April 2024	Construction Complete
Cook Drain (Church Addition)	February 2020	September 2019	Pending MTO approval
Ferguson Drain Improvement	November 2025	January 2026	Waiting for design
Hotke Drain	September 2025	November 2025	Pending Court of Revision
Ketchabaw Drain	September 2023	March 2024	Construction Complete
Learn Drain Improvement	April 2024	October 2024	Waiting for design

Name of Report	Date of petition	Meetings	Status
Newell Drain Relocation	October 2022	December 2022	Waiting for final report
Orwell Drain	May 2025	August 2025	Waiting for design
Priester Drain	January 2022	April 2022	Construction Complete
Pritchard Drain	April 2023	Aug 2023	Waiting for agency approvals
Saarloos Drain	November 2025	On site meeting pending	
Staley Drain - Wagler	November 2023	November 2023	Waiting for design from CJD
Summers Drain No.3	April 2023	June 2023, January 2026	Revised design pending
Superior Street – Center Street Drain, Branch A	May 2025	November 2025	Preliminary design pending
D. Versnick Drain	December 2023	April 2024	Construction Complete
Woolleyville Line Drain	November 2017	Ongoing	Spriet to prepare revised design for east end only

FINANCIAL IMPLICATIONS:

N/A

LINK TO STRATEGIC & OPERATIONAL PLANS:

N/A

CONSULTATION:

N/A

ATTACHMENTS:

None

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

Reviewed by: J. Godby, Director of Public Works

Approved by: N. Dias, Chief Administrative Officer

THE CORPORATION OF THE TOWNSHIP OF MALAHIDE

BY-LAW NO. 26-09

Being a By-law to appoint a Chief Building Official, and Building Inspector(s) under the Building Code Act for the Township of Malahide

WHEREAS Sections 3(1) and 3(2) of the *Building Code Act*, S.O. 1992, c. 23, as amended, authorizes the Council of a local municipality to appoint a Chief Building Official and Building Inspectors;

AND WHEREAS Section 227(c) of the Municipal Act, 2001, c. 25, as amended, stipulates that it is the role of the officers and employees of a municipality to carry out duties assigned by the municipality;

AND WHEREAS the Council of The Corporation of the Township of Malahide deems it expedient to update and consolidate its By-laws to appoint a Chief Building Official and Building Inspectors to act with the full authority and power of the Chief Building Official for all purposes of the Building Code Act and to assist the appointed Chief Building Official;

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

1. THAT Scott Sutherland be and he is hereby appointed Chief Building Official for The Corporation of the Township of Malahide.
2. THAT the said Chief Building Official shall carry out the duties imposed upon him pursuant to the Building Code Act, and shall submit such reports and carry out such other duties as may be required of him by the Council from time to time.
3. THAT Jonathan Weir be and he is hereby appointed Building Inspector/Deputy Chief Building Official for The Corporation of the Township of Malahide.
4. THAT Chris Prucha be and he is hereby appointed Building Inspector for the Corporation of the Township of Malahide
4. THAT the said Building Inspector/Deputy Chief Building Official shall have the full authority and power of the Chief Building Official for all purposes of the Building Code Act and shall carry out the duties imposed upon him pursuant to the Act, and shall submit such reports and carry out such other duties as may be required of him by the Council and the Chief Building Official from time to time.

5. THAT pursuant to the Building Code Act, Gerald Moore, Devon Staley, Eugenio Dimeo, Barbara Mocny, Megan Opersko, Margaret Lawson, Laura Elliott, Gage Sachs, Michael McKean, Grant Schwartzentruber, John Drahorat, Donald Johnson, John “Kip” Rennick, Andy Lamers, Richard Ryan, Stephanie Vezina, Jennifer Nicholls, and Doug Godin of RSM Building Consultants, are hereby appointed as Building Official(s) under the Building Code Act for the Corporation of the Township of Malahide for the purpose of carrying out or enforcing regulations in accordance with the Building Code Act.
5. THAT By-law 25-22 and any other by-laws or provisions in other by-laws found to be inconsistent with this By-law are hereby deemed to be repealed.
6. That these appointments shall come into force and take effect on February 19, 2026 and shall remain in effect until such appointments are rescinded or successors are appointed.

READ a **FIRST** and **SECOND** time this 19th day of February, 2026.

READ a **THIRD** time and **FINALLY PASSED** this 19th day of February, 2026.

Mayor, D. Giguère

Clerk, A. Adams



REPORT NO. CLERK-26-01

TO: Mayor & Members of Council
DEPARTMENT: Corporate & Financial Services
MEETING DATE: February 19, 2026
SUBJECT: **Community Recognition Program**

RECOMMENDATION:

THAT Report No. CLERK-26-01 entitled “Community Recognition Program” be received;

AND THAT the Committee of the Whole recommend the implementation of the Recognition Policy as presented.

PURPOSE & BACKGROUND:

The Township of Malahide is committed to fostering community spirit, inclusion, and mutual respect by recognizing significant personal milestones and achievements of its residents. The purpose of this report is to present the proposed Community Recognition Program Policy for Council’s consideration and approval.

The proposed Policy establishes a formal and consistent framework for recognizing significant personal, business, and organizational milestones within the Township of Malahide. Adoption of the Policy will provide clear eligibility criteria, defined recognition categories, administrative procedures, and appropriate oversight to ensure fairness, transparency, and responsible use of municipal resources.

COMMENTS & ANALYSIS:

The Township of Malahide receives requests from residents, businesses, and community organizations to recognize significant milestones, including birthdays, anniversaries, and notable achievements. To date, these requests have been managed on a case-by-case basis without a formal policy framework.

The proposed Community Recognition Program Policy establishes a consistent and transparent process for administering such requests by defining eligibility criteria, recognition categories, and administrative responsibilities. Formalizing this approach supports good governance, ensures equitable treatment of applicants, promotes civic pride, and ensures the appropriate use of municipal resources.

FINANCIAL IMPLICATIONS:

The Community Recognition Program formalizes existing recognition practices and will have minimal financial impact, with costs continuing to be accommodated within the current operating budget.

LINK TO STRATEGIC & OPERATIONAL PLANS:

The Recognition Policy supports the Township's vision of a close-knit, engaged community by celebrating residents' milestone events. It aligns with operational priorities by providing accessible, consistent, and cost-effective recognition, fostering community participation, and promoting understanding of municipal services. Clear roles for staff and Council ensure the program's efficient implementation.

ATTACHMENTS:

1. A09-CORP-10- Community Recognition Program

Prepared by: A. Adams, Manager of Legislative Services/Clerk

Approved by: N. Dias, Chief Administrative Officer



CORPORATE POLICY

Section: Administration

Policy Title: Community Recognition Program

Policy No.: A09-CORP-10

Approved By: Council

Effective Date: 2026-XX-XX

Revised Date:

COMMUNITY RECOGNITION PROGRAM

1. POLICY STATEMENT

- 1.1. The Corporation of the Township of Malahide (“Township”) recognizes the importance of celebrating personal, business, and community milestones that contribute to the Township’s identity, vibrancy, and sense of belonging.
- 1.2. This Policy establishes a formal and consistent process for recognizing significant milestones through the Community Recognition Program (“Program”).
- 1.3. The Program supports Council’s commitment to engaging the community and fostering civic pride by acknowledging notable birthdays, anniversaries, business openings, and other achievements/milestones.
- 1.4. The Clerk, or designate, shall be responsible for the administration and interpretation of this Policy, including procedures and discretionary decisions.
- 1.5. This Policy shall be reviewed every five (5) years or sooner at the discretion of the Clerk or Council.

2. PURPOSE

- 2.1. The purpose of this Policy is to outline eligibility criteria, recognition categories, procedures, and administrative responsibilities for the Community Recognition Program.
- 2.2. The Policy aims to ensure fairness, consistency, transparency, and appropriate use of municipal resources in recognizing community milestones.

3. DEFINITIONS

For the purposes of this Policy, the following definitions apply:

- 3.1. Applicant: An individual, business, organization, who submits a request for recognition under this Program.
- 3.2. Achievement/Milestone: A significant personal, business, organizational, or community accomplishment, anniversary, event, or recognition of notable service that reflects a meaningful connection to the Township and is eligible for acknowledgement under this Program.
- 3.3. Demonstrable Connection: A meaningful and established relationship to the Township of Malahide through current or former residency, business operation, community involvement, or family ties, as determined by the Township in its administrative discretion.

4. ELIGIBILITY & RECOGNITION CATEGORIES

4.1. Eligible recipients shall include:

- a) Current residents of the Township of Malahide;
- b) Individuals who previously resided in the Township of Malahide for a significant period and who maintain a demonstrable connection to the community, including individuals who have relocated to long-term care, retirement residences, or assisted living facilities outside the Township;
- c) Businesses and organizations currently operating within the Township;
- d) Former businesses or organizations that operated within the Township for a significant period and whose achievement/milestone relates to their historical presence in the community.

4.2. Recognition categories include:

- a) Personal Milestones
 - i. birthdays
 - ii. wedding anniversaries
- b) Business & Organizational Milestones
 - i. grand openings
 - ii. business anniversaries
 - iii. significant expansions or relocations within the Township

- 4.3. Council may, at its discretion, approve recognition for milestones not specifically listed in this Policy where the achievement/milestone reflects positively on the Township.

5. APPLICATION REVIEW PROCESS

5.1. Application Submission

- a) Requests must be submitted using the Community Recognition Application Form.
- b) Applications should be submitted at least thirty (30) calendar days prior to the milestone date, where possible.
- c) Submission of an application does not guarantee recognition.

5.2. Review & Approval

- a) Township staff will review applications for completeness and eligibility.
- b) Routine recognitions meeting established criteria may be approved administratively by the Clerk or designate.
- c) Requests of unique significance or outside standard categories shall be referred to Council for consideration.
- d) The Township reserves the right to approve, modify, or deny any application at its discretion.

5.3. The Township reserves the right to decline requests that:

- i. Are political, partisan, or promotional in nature
- ii. Conflict with municipal policies or legislation
- iii. Contain inappropriate, discriminatory, or offensive content
- iv. Are deemed inconsistent with the Township's values

5.4. Recognition under this Program does not imply endorsement of an organization's views, products, or services.

6. FORM OF RECOGNITION

6.1. Recognition may include one or more of the following, subject to availability and Council direction:

- a) Signed certificate from the Mayor/Member of Council
- b) Congratulatory letter
- c) Public recognition at a Council meeting

6.2. Recognition is ceremonial in nature and does not include financial contributions or gifts unless specifically authorized by Council resolution.

7. COSTS & ADMINISTRATION

7.1. Standard recognitions under this Program shall be funded through the Township's annual operating budget within the Clerk's or Corporate Services budget.

7.2. The Township may establish an annual allocation to support printing, framing, and ceremonial costs.

7.3. Applicants are not required to pay a fee for standard recognition requests.

8. CONTACT INFORMATION

8.1. For inquiries regarding the Policy or the Program, contact: info@malahide.ca

9. PRIVACY STATEMENT

9.1. Personal information collected through the application process is collected under the authority of the Municipal Act, 2001, and will be used to administer the Community Recognition Program. Questions about this collection may be directed to the Township Clerk.

APPENDIX A – Community Recognition Program Application Form

Applicant Information
Name of Applicant (Individual or Business/Organization)
Relationship to Recipient (if applicable)
Mailing Address
Phone Number
Email Address
Recipient Information
Name (Individual or Business/Organization)
Address within Township
Achievement/Milestone Type
Achievement/Milestone Date
Description of Achievement/Milestone
(Provide brief explanation of significance)

Preferred Form of Recognition (check all that apply)

- ☐ Signed certificate from the Mayor/Member of Council
- ☐ Congratulatory letter
- ☐ Commemorative photograph with the Mayor/Member(s) of Council

Consent

- ☐ I confirm that the recipient has provided consent for this recognition request.

Signature: _____

Date: _____

***** Office Use Only *******Date Application Received:** _____**Review Completed by (Staff Name):** _____**Date:** _____**Application Status:** ☐ **Approved** ☐ **Denied** ☐ **Requires Council Consideration****Comments/Conditions:**



January 29, 2026

In This Issue:

- Just launched: AMO's *Make Your Municipal Move* public campaign.
- Healthy Democracy tools and resources for 2026.
- Municipal Information & Data Analysis System (MIDAS) - important notice.
- New funding: Rural Ontario Development Fund: Second intake is now open.
- Market Diversification and Trade Resiliency Initiative.
- OSUM Conference: Save the date: April 29 – May 1 in Parry Sound.
- Free Information session for Youth Considering running for Municipal Office.
- AMO Regional and Single-Tier Caucus Virtual Meet-Up: 2026.
- New year, new skills: Navigating Conflict Relationships.
- Lead Where You Live - A Guide to Running for Municipal Council.
- More Dates! Free workshop series for those seeking re-election & first-time candidates.
- The phase-out of mercury containing lamps has started.
- Webinar: Demystifying Job Order Contracting.
- Webinar: Municipalities Under Pressure One Year Later report update.
- IESO Webinar on Long Lead Time (LLT) Procurement.
- Careers.

AMO Matters

AMO's new public advertising campaign, *Make Your Municipal Move*, brings awareness to municipalities and highlights the diverse career opportunities that are available at the level of government closest to people and communities. To learn more about the campaign and how you can get involved, visit municipalmove.ca, or email WGardiner@amo.on.ca.

Resolve to foster healthier municipal democracy in 2026 with help from AMO. With the next municipal election just around the corner take a look at [AMO Healthy Democracy tools and resources launched](#) to help you strengthen participation in Ontario's local governments.

The MMAH FIR system and all associated applications - reporting etc. including the MIDAS data feeds, will be down for a necessary system upgrade beginning on January 30, 2026. The maximum outage period is January 30, to March 1, 2026, inclusive. [MIDAS](#) will be operational, however no new FIR data will be uploaded during this time.

Provincial Matters

The Ministry of Rural Affairs is [accepting applications](#) for the Rural Ontario Development Fund until February 26. Register for [an information session](#) being held February 12.

Under the Market Diversification and Trade Resiliency Initiative, the governments of Canada and Ontario will be accepting applications from February 17 to March 17 for [new funding](#) to help local businesses grow international and domestic sales.

Education Opportunities

The 2026 annual OSUM Conference is in Parry Sound April 29-May 1. Save the date and stay tuned for information on registration, accommodations and programming!

Many young people are inspired to run for municipal council, not everyone understands the ins and outs of doing so. Facilitated by current young municipal leaders, these sessions provide insights and strategies to build your understanding and confidence on becoming a candidate and how to run a campaign. View [full workshop details and register here](#).

You can now register for the AMO Regional and Single Tier Caucus Virtual Meet-Up meet. Scheduled for Monday, February 23 from 10am-12noon. This interactive session provides an opportunity for questions and answers on AMO's strategic policy and government relations priorities and approach. If you have top of mind questions, you can submit them in advance to events@amo.on.ca. [Register here](#).

Gain skills in building collaborative relationships and negotiating difficult ones. This 2 part, interactive workshop will explore the constructs, traps and pitfalls of conflict relationships, and how to approach, plan and execute relationships successfully. [Register here to save your spot](#).

The [Lead Where You Live Resource](#) provides key information for anyone running in the 2026 municipal election. This guide will introduce you to some of the key steps in that process. It will also give you a sense of what life is like as an elected member of a municipal council.

If you missed *AMO's Healthy Democracy Leadership Series: Stronger Leaders, Stronger Communities* workshop registration, we are offering more dates to register. It's 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](#).

LAS

The [phase-out of mercury containing lamps](#) (fluorescent, metal halide, sodium, etc.) has started. Don't get left in the dark with outdated lighting systems. Contact Christian to use our simple, turn-key [Facility Lighting Service](#) this year.

Job Order Contracting (JOC) is a new method of construction project delivery in Canada. Join the Canoe Procurement Group on February 12 at 2PM EST to learn how and why JOC works. [For more information and to register, click here](#).

Municipal Wire*

HelpSeeker Technologies is hosting a webinar for policymakers, public servants, and sector leaders on January 27th at 12:00PM to discuss the newly released Municipalities Under Pressure report. [Click here to register](#).

The IESO is [hosting a webinar](#) today, January 29 at 2 pm to discuss the design of the upcoming LLT procurement including community engagement requirements, and timelines for municipal support confirmations. You can also register for a [municipal breakout session](#) following the main session.

Careers

[Vacant Unit Tax Compliance Auditor - City of Hamilton](#). Closing Date: February 4 2026.

[Court Enforcement Officer / Agent d'exécution des actes de procédure - Ministry of the Attorney General / Ministère du Procureur general](#). Closing Date: February 10, 2026.

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!

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](#)



February 05, 2026

In This Issue:

- AMO Board meeting recap from President Robin Jones.
- AMO's Public Affairs and Advertising Campaign.
- Asset Management Plan Map.
- Guidance for Responsible Use of Artificial Intelligence.
- Ontario Land Tribunal Announces AI Practice Update.
- New funding: Rural Ontario Development Fund: Second intake is now open.
- Market Diversification and Trade Resiliency Initiative.
- OSUM Conference: Register Today!
- Free Information session for Youth Considering running for Municipal Office.
- AMO Regional and Single-Tier Caucus Virtual Meet-Up: 2026.
- New year, new skills: Navigating Conflict Relationships.
- Lead Where You Live - A Guide to Running for Municipal Council.
- More Dates! Free workshop series for those seeking re-election & first-time candidates.
- LAS/IPE All Risk Municipal Grant.
- Free Webinar: Why Privacy Impact Assessments Matter & How Digital Management Can Reduce Risk.
- Blog - Car Accident Guide: Safety Steps and Claim Tips.
- Webinar: Demystifying Job Order Contracting.
- Municipal Student Survey.
- Ready to Take Your Career To the Next Level?
- OPPI Employer Readiness Workshop.
- HelpSeeker Technologies Webinar Recording on Updated Homelessness Report.
- Free Intersectoral Action Training Series.
- Careers.

AMO Matters

The AMO Board met on January 30th at the AMO office in Toronto. The Board was introduced to this year's Youth Fellows and discussed AMO's continued efforts in support of your key priorities. Watch AMO President, Robin Jones's recap of key [board meeting updates here](#).

Join us on March 3, 2026, for a [free webinar](#) on how you can leverage the resources of AMO's new public affairs and advertising campaign, '[Make Your Municipal Move](#)'. Discover brand new campaign assets and ready-made templates you can use to boost the campaign reach and drive local engagement. For more information email WGardiner@amo.on.ca.

A recent update to our [Asset Management Map](#) providing links to all asset management plans found that municipalities report in their plans owning and managing \$1 trillion (2025 CAD) of infrastructure.

Provincial Matters

The Information and Privacy Commissioner in partnership with the Ontario Human Rights Commission have [released recommendations](#) for responsible public sector use of artificial intelligence.

Effective March 30, 2026, the Ontario Land Tribunal (OLT) is implementing [a new Practice Direction](#) on the use of artificial intelligence (AI) in OLT proceedings.

The Ministry of Rural Affairs is [accepting applications](#) for the Rural Ontario Development Fund until February 26. Register for [an information session](#) being held February 12.

Under the Market Diversification and Trade Resiliency Initiative, the governments of Canada and Ontario will be accepting applications from February 17 to March 17 for [new funding](#) to help local businesses grow international and domestic sales.

Education Opportunities

Join your Ontario Small Urban colleagues for at the OSUM 2026, April 29 – May 1 in Parry Sound. [Click here](#) for registration and hotel details. (note: link will be live this evening but you can login to view).

Many young people are inspired to run for municipal council, not everyone understands the ins and outs of doing so. Facilitated by current young municipal leaders, these sessions provide insights and strategies to build your understanding and confidence on becoming a candidate and how to run a campaign. View [full workshop details and register here](#).

You can now register for the AMO Regional and Single Tier Caucus Virtual Meet-Up meet. Scheduled for Monday, February 23 from 10am-12noon. This interactive session provides an

opportunity for questions and answers on AMO's strategic policy and government relations priorities and approach. If you have top of mind questions, you can submit them in advance to events@amo.on.ca. [Register here](#).

Gain skills in building collaborative relationships and negotiating difficult ones. This 2 part, interactive workshop will explore the constructs, traps and pitfalls of conflict relationships, and how to approach, plan and execute relationships successfully. [Register here to save your spot](#).

The [Lead Where You Live Resource](#) provides key information for anyone running in the 2026 municipal election. This guide will introduce you to some of the key steps in that process. It will also give you a sense of what life is like as an elected member of a municipal council.

If you missed AMO's *Healthy Democracy Leadership Series: Stronger Leaders, Stronger Communities* workshop registration, we are offering more dates to register. It's 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](#).

LAS

The *All Risk Municipal Grant – Investing in Municipal Risk Resiliency* was such a success in 2025 that LAS and Intact Public Entities are offering it again to Ontario municipalities in 2026. To learn more, please [follow this link](#).

Managing privacy risk has become increasingly important for Ontario municipalities, particularly with the growing use of AI-enabled technologies. [Join a free webinar on February 11](#) hosted by LAS' Freedom of Information and Privacy Impact Assessments services partner, Vayle.

[This car accident guide](#) - contributed by Cowan Insurance - LAS' Personal Home and Auto Insurance partner, offers some practical preparation tips and outlines the details you should gather to help protect your insurance claim and yourself.

Job Order Contracting (JOC) is a new method of construction project delivery in Canada. Join the Canoe Procurement Group on February 12 at 2PM EST to learn how and why JOC works. [For more information and to register, click here](#).

Municipal Wire*

AMO is partnering with the University of Waterloo's Work-Learn Institute to better understand how municipalities can more effectively attract and retain the next generation. If you've

supervised a student in a municipal setting – or know someone who has – please forward them this short, [anonymous survey](#) to share their experiences. If you have any questions, please contact WGardiner@amo.on.ca.

OPPI is opening registration for a free in-person workshop that gives employers and managers practical tools to support newly hired planners. The course includes an Employer Handbook (supported by AMO) on management practices that promote inclusion, retention, and long-term success. [Register Here!](#)

On January 27th, HelpSeeker Technologies hosted a webinar for policymakers, public servants, and sector leaders to discuss the recently updated Municipalities Under Pressure report. [View the recorded presentation on YouTube.](#)

The Public Health Agency of Canada (PHAC) and Tamarack Institute are offering public health units, governments, and others a [virtual learning series](#) on strengthening collaboration to enhance well-being in Ontario.

Join your peers in Kitchener on April 17 for a dynamic, full-day professional development event hosted by the Ontario Municipal Administrators Association to help you sharpen your skills, expand your network, and gain practical insights from. The day will feature lessons from seasoned municipal executives and help position you for long-term success. [Register Here.](#)

Careers

[Program Manager - Association of Municipalities of Ontario.](#) Closing Date: February 20, 2026.

[Manager, Fleet and Transit - City of Kawartha Lakes.](#) Closing Date: February 25, 2026.

[Equipment Repair Technician - Town of Oakville.](#) Closing Date: February 9, 2026.

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!

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](#)



February 12, 2026

In This Issue:

- New resources: AMO's Public Affairs and Advertising Campaign.
- Sustainable Municipal Buildings funding.
- Ontario Land Tribunal Announces AI Practice Update.
- Rural Ontario Development Fund.
- Geologic Carbon Storage Framework.
- Market Diversification and Trade Resiliency Initiative.
- Guidance for Responsible Use of Artificial Intelligence.
- Supporting your Run for Municipal Office in 2026.
- Supporting your classroom visits.
- Resources for anyone running or seeking re-election.
- OSUM Conference: Register Today!
- AMO Regional and Single-Tier Caucus Virtual Meet-Up: 2026.
- New year, new skills: Navigating Conflict Relationships.
- Lead Where You Live - A Guide to Running for Municipal Council.
- Identify energy savings in your facilities.
- Book your Road & Sidewalk Surveys Today.
- Municipalities can build faster, get funded, and serve residents better.
- Apply now: AMCTO-Mitacs Municipal Innovation Internship Program.
- Municipal Student Survey.
- Careers.

AMO Matters

AMO invites you to join in on our Make Your Municipal Move Advertising campaign!

[Download our newly launched campaign toolkit](#) with ready-to-use visuals, captions and guidance to help amplify the importance of local government and municipal career opportunities with minimal effort. To help you make the most of the toolkit and answer

any questions you might have, join us on March 3rd for a free information session. Register [here](#).

Federal Matters

Applications are open for the Sustainable Municipal Buildings fund which supports energy upgrades to municipally owned community buildings. Learn more [here](#).

Provincial Matters

Effective March 30, 2026, the Ontario Land Tribunal (OLT) is implementing [a new Practice Direction](#) on the use of artificial intelligence (AI) in OLT proceedings.

The Ministry of Rural Affairs is [accepting applications](#) for the Rural Ontario Development Fund until February 26. This funding can help create strong businesses, boost economic growth, protect jobs and improve infrastructure in small communities.

Regulations under the *Geologic Carbon Storage Act* came into effect of February 1 and The Ministry of Natural Resources (MNR) has published a [Fact Sheet for Municipalities](#) about this [new framework](#).

The governments of Canada and Ontario are accepting applications from February 17 to March 17 for [new funding](#) to help local businesses grow international and domestic sales.

The Information and Privacy Commissioner in partnership with the Ontario Human Rights Commission have [released recommendations](#) for responsible public sector use of artificial intelligence.

Education Opportunities

AMO is offering programs designed to support aspiring candidates and returning elected officials. Whether you are considering your first run for office, seeking re-election, represent an underrepresented community, or a youth, we have a program tailored for you. For more information [click here](#).

Building understanding of the importance of municipal government and your leadership roles in your communities has never been more important. AMO has developed resources to support your community engagement with students and educators. [AMO's civic education resources](#) includes conversation guides for elected officials as well as lesson plans and activities for teachers. These resources were developed in partnership with

CIVIX, Canada's leaders in civic education programming, through AMO's Healthy Democracy Project.

In lead up to the 2026 municipal election, AMO has developed supports for candidates running for municipal office. Resources range from helping you make the decision to run or run again, to building your team, crafting your message, and getting out the vote. [Visit the candidate resource catalogue](#) in AMO's Local Democracy Solutions Bank developed through the Healthy Democracy Solutions Bank.

Join your Ontario Small Urban colleagues for at the OSUM 2026, April 29 – May 1 in Parry Sound. [Click here](#) for registration and hotel details.

Register for the AMO Regional and Single Tier Caucus Virtual Meet-Up, Monday, February 23 from 10am-12noon. This interactive session provides an opportunity for questions and answers on AMO's strategic policy and government relations priorities and approach. If you have top of mind questions, you can submit them in advance to events@amo.on.ca. [Register here](#).

Gain skills in building collaborative relationships and negotiating difficult ones. This 2 part, interactive workshop will explore the constructs, traps and pitfalls of conflict relationships, and how to approach, plan and execute relationships successfully. [Register here to save your spot](#).

The [Lead Where You Live Resource](#) provides key information for anyone running in the 2026 municipal election. This guide will introduce you to some of the key steps in that process. It will also give you a sense of what life is like as an elected member of a municipal council.

LAS

Looking for an easy way to reduce costs in your facilities? Uncover hidden energy savings with an [Energy Workshop & Treasure Hunt](#) led by LAS and Stephen Dixon.

Contact [Christian Tham](#) to book your spring session now.

Is a Road or Sidewalk survey part of your 2026 plan? The [LAS Road & Sidewalk Assessment](#) program offers high-quality data to help you make smart decisions for your assets. [Contact Tanner](#) for a free quote.

Build faster and streamline the permitting and approval processes to ensure your municipality is on track for this year's targets. Learn about the other perks in the [LAS Electronic Permitting program](#).

Municipal Wire*

Applications are now open for the next intake of the AMCTO-Mitacs Municipal Innovation Internship Program. This program offers municipalities a cost-effective way to identify, advance, and address innovation or research challenges by partnering with a post-secondary student interested in a career in local government. To learn more or to submit an application, [Click Here](#).

AMO is partnering with the University of Waterloo's Work-Learn Institute to better understand how municipalities can more effectively attract and retain the next generation. If you've supervised a student in a municipal setting – or know someone who has – please forward them this short, [anonymous survey](#) to share their experiences. If you have any questions, please contact WGardiner@amo.on.ca.

Careers

[IT Systems Administrator - Association of Municipalities of Ontario \(AMO\)](#). Closing Date: February 25, 2026.

[Program Manager - Association of Municipalities of Ontario](#). Closing Date: February 20, 2026.

[Executive Director \(ED\) - Regional Tourism Organization 7](#). Closing Date: March 8, 2026.

[Administrative Coordinator, Development Services - Town of Georgina](#). Closing Date: February 23, 2026.

[Manager, Little River Pollution Control - City of Windsor](#). Closing Date: March 4, 2026.

[Finance Coordinator - City of Kawartha Lakes](#). Closing Date: February 20, 2026.

[Asset Management Supervisor - City of Belleville](#). Closing Date: March 10, 2026.

[Director of Finance and Administration - The Manitoulin-Sudbury District Services Board](#). Closing Date: March 6, 2026

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!

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](#)

**Elgin OPP Detachment Board
Meeting
Minutes**

**January 28, 2026, 2:00 p.m.
Dutton Dunwich Boardroom
450 Sunset Drive
St Thomas ON**

Members Present: Dave Jenkins, Board Chair
Dominique Giguère, Vice Chair
Andrew Sloan, Board Member
Ida McCallum, Board Member
Trudy Kanellis, Board Member

Staff Present: Tyler Holmes, Interim Elgin County OPP Detachment
Commander
Ron LeClair, Police Advisor Zone 6, Inspectorate of Policing
Jennifer Ford, Director of Financial Services/Treasurer, County
of Elgin
Katherine Thompson, Manager of Administrative
Services/Deputy Clerk, County of Elgin
Nathan Dias, Chief Administrative Officer, Township of Malahide

1. Call to Order

The meeting was called to order at 2:07 p.m. with K. Thompson in the Chair.

2. Election of Chair

K. Thompson called for nominations for the position of Chair of the Elgin OPP Detachment Board for 2026.

I. McCallum nominated D. Jenkins for Chair. D. Jenkins declined the nomination.

K. Thompson called for further nominations for the position of Chair of the Elgin OPP Detachment Board for 2026.

I. McCallum nominated A. Sloan for Chair. A. Sloan accepted the nomination.

Moved by: Dave Jenkins

Seconded by: Ida McCallum

THAT nominations for the position of Chair be closed; and,

That Andrew Sloan be appointed as Chair of the Elgin OPP Detachment Board for 2026.

Motion Carried.

3. Election of Vice Chair

K. Thompson called for nominations for the position of Vice Chair of the Elgin OPP Detachment Board for 2026.

I. McCallum nominated D. Giguère for Vice Chair. D. Giguère accepted the nomination.

Moved by: Trudy Kanellis

Seconded by: Ida McCallum

RESOLVED THAT nominations for the position of Vice Chair of the Elgin OPP Detachment Board for 2026 be closed; and

THAT Dominique Giguère be appointed Vice Chair of the Elgin OPP Detachment Board for 2026.

Motion Carried.

4. Approval of Agenda

Moved by: Dave Jenkins

Seconded by: Trudy Kanellis

RESOLVED THAT the agenda for the January 28, 2026, Elgin OPP Detachment Board meeting as amended to include a verbal update from the Elgin OPP Detachment Commander on the OPP Strategic Plan and Local Action Plan, be approved.

Motion Carried.

5. Adoption of Minutes

Moved by: Trudy Kanellis

Seconded by: Dominique Giguère

RESOLVED THAT the minutes of the meeting held on November 19, 2025, be adopted.

Motion Carried.

6. Disclosure of Pecuniary Interest and the General Nature Thereof – None.

7. Delegations – None.

8. Reports

8.1 Elgin OPP Detachment Commander - Elgin OPP Detachment Board Report - November - December 2025

The Detachment Commander presented the Elgin OPP Detachment Board Report for November–December 2025.

The Detachment Commander presented the Elgin OPP Detachment Board Report for November–December 2025.

- Overall decreases were reported in:
 - Collisions, property crime, and fatal collisions
 - Criminal Code non-traffic related offences
 - Violent crime across all categories
 - Drug-related offences
 - Youth charges
- Fraud offences were reported as down; however, this may be due to under-reporting. The Detachment Commander encouraged increased fraud reporting to allow for proper investigation.
- Mental Health Act occurrences were slightly lower compared to the same period last year.
- Public complaints decreased significantly. An initial increase was observed following the implementation of the Law Enforcement Complaints Agency (LECA), but complaint levels have since begun to stabilize.
- Victim Services referrals continue to rise as collaboration between agencies increases.

Traffic and Road Safety

- Traffic safety enforcement has increased, with directives issued to officers for proactive traffic stops and ticketing related to infractions.
- Highway Traffic Act charges increased by 10%.
- Speeding offences increased, while impaired driving incidents decreased.
- The detachment is conducting significantly more RIDE programs, averaging eight per day, and currently leads the West Region in the total number of RIDE programs conducted this calendar year.

The four main causes of collisions continue to be:

- Speeding
- Alcohol
- Distracted driving
- Failure to wear seat belts.

The Board expressed an interest in developing a clearer mechanism for reporting traffic complaints and tracking of complaint resolution. The Detachment Commander will request that a data analyst explore the development of a heat map comparing locations where tickets are issued with locations where traffic concerns are reported.

Members of the public are encouraged to report traffic concerns by calling OPP from a cell phone. The detachment social media staff will develop promotional materials explaining how and where to report speeding concerns. Once completed, these materials will be shared with municipalities for distribution on their social media platforms.

Moved by: Dave Jenkins
Seconded by: Ida McCallum

RESOLVED THAT the report titled "Elgin OPP Detachment Board Report - November -December 2025" from the Elgin OPP Detachment Commander, be received and filed.

Motion Carried.

8.1.1 Elgin OPP Detachment Commander - Update on OPP Strategic Plan and Local Action Plan

OPP Strategic Plan is completed at the corporate level and will be released in the near future.

The Local Action Plan has been completed, and consultation was done through the Community Safety and Well-Being Integration Table. The Local Action Plan includes corporate priorities and local priorities. The Board has been circulated a draft, and Members are asked to review and provide feedback to the Detachment Commander via email by the end of January.

Moved by: Dave Jenkins
Seconded by: Trudy Kanellis

RESOLVED THAT the verbal update about the OPP Strategic Plan and the Elgin OPP Detachment Local Action Plan, from the Elgin OPP Detachment Commander, be received and filed.

Motion Carried.

8.2 Police Advisor Zone 6, Inspectorate of Policing - Updates to Provincial Legislation (Verbal)

Ron LeClair from the Inspectorate of Policing provided an update on recent legislative changes and their impact on the Detachment Board.

He highlighted Inspectorate Memorandum No. 8, which presents the first report on completed complaint investigations since the Inspectorate's creation. Approximately 3,000 complaints have been received to date.

Mr. LeClair also clarified the Board's role in the selection of the Detachment Commander, referencing Regulation 261(2) 16.4 of the Community Safety and Policing Act, which allows the Minister to make regulations governing Detachment Board participation in the selection process. This clarification addressed previous Board questions.

The Board asked about a workplan template circulated by the OAPSB, specifically regarding the community engagement section. Mr. LeClair advised the Board to assess its workplan against Section 68 of the Community Safety and Policing Act to ensure alignment with its legislated role.

He noted that community engagement can take many forms, including:

- Public complaints received by municipalities or the OPP.
- Community events such as municipal open houses where OPP participation is encouraged.
- Ensuring the public knows who serves on the Detachment Board and how to raise concerns.

Moved by: Trudy Kanellis

Seconded by: Ida McCallum

RESOLVED THAT the verbal update regarding recent changes to Provincial Legislation from the Police Advisor Zone 6, Inspectorate of Policing be received for information.

Motion Carried.

8.3 Township of Malahide - Administrative Services and Financial Management Proposal

Nathan Dias, Chief Administrative Officer for the Township of Malahide presented a proposal for Administrative Support and Financial Management for the Board's consideration.

Moved by: Trudy Kanellis

Seconded by: Ida McCallum

RESOLVED that the Elgin OPP Detachment Board request the Township of Malahide to draft an agreement for administrative services and financial management, based on their proposal to the Board on January 28, 2026; and,

THAT this agreement be presented for Board approval in March.

Motion Carried.

8.4 Manager of Administrative Services/Deputy Clerk - Elgin OPP Detachment Board Proposed Budget for 2026

The Manager of Administrative Services/Deputy Clerk presented the proposed 2026 budget for the Elgin OPP Detachment Board.

Moved by: Ida McCallum

Seconded by: Dave Jenkins

RESOLVED THAT the Elgin OPP Detachment Board adopt the proposed 2026 Budget.

Motion Carried.

9. Closed Session Items

No Closed Session.

10. Rise and Report

No Rise and Report.

11. Correspondence

11.1 Inspectorate of Policing - Public Release of First Decisions by the Inspector General of Policing

11.2 Ontario Association of Police Services Boards - Legislative and Regulatory Changes effect January 1, 2026

11.3 Ontario Association of Police Services Boards - Training Update

Moved by: Dave Jenkins

Seconded by: Trudy Kanellis

RESOLVED THAT Correspondence Items 10.1-10.3 be received and filed.

Motion Carried.

12. New Business – None.

13. Adjournment

Moved by: Dominique Giguère
Seconded by: Ida McCallum

RESOLVED THAT we do now adjourn at 3:30 p.m. to meet again on March 18, 2026, at 2:00 p.m.

Motion Carried.

Katherine Thompson,
Manager of Administrative
Services/Deputy Clerk
Acting Secretary-Treasurer

Andrew Sloan,
Chair.

DRAFT



Elgin County Council
Regular Council Meeting
Minutes

January 27, 2026, 9:00 a.m.
Council Chambers
450 Sunset Drive
St. Thomas ON

Members Present: Warden Dominique Giguère (virtual)
Deputy Warden Grant Jones (virtual)
Councillor Ed Ketchabaw (virtual)
Councillor Mark Widner (virtual)
Councillor Andrew Sloan (virtual)
Councillor Todd Noble (virtual)
Councillor Mike Hentz (virtual)
Councillor Richard Leatham (virtual)

Members Absent: Councillor Jack Couckuyt (with notice)

Staff Present: Blaine Parkin, Chief Administrative Officer/Clerk
Nicholas Loeb, Director of Legal Services
Brian Masschaele, Director of Community & Cultural Services (virtual)
Jennifer Ford, Director of Financial Services/Treasurer
Peter Dutchak, Director of Engineering Services
Mat Vaughan, Director of Planning and Development
Holly Hurley, Director of People & Culture (virtual)
Joe Anne Holloway, Director of Homes and Seniors Services
Carolyn Krahn, Manager of Economic Development, Tourism & Strategic Initiatives
Katherine Thompson, Manager of Administrative Services/Deputy Clerk
Jeff Brooks, Manager of Emergency Management
Jenna Fentie, Legislative Services Coordinator
Stefanie Heide, Legislative Services Coordinator

1. Meeting Call to Order

The meeting was called to order at 9:00 a.m. with Warden Giguère in the chair.

2. Approval of Agenda

Moved by: Councillor Noble
Seconded by: Deputy Warden Jones

RESOLVED THAT the agenda for the January 27, 2026 County Council Meeting be approved as presented.

Motion Carried.

3. Introductions, Recognitions, Memorials

3.1 Chief Administrative Officer/Clerk - Introduction of the new Director of Homes and Seniors Services

The Chief Administrative Officer/Clerk introduced Joe Anne Holloway, the County's new Director of Homes and Seniors Services.

4. Adoption of Minutes

Moved by: Councillor Widner
Seconded by: Councillor Hentz

RESOLVED THAT the minutes of the meeting held on January 13, 2026 be adopted.

Motion Carried.

5. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

6. Presenting Petitions, Presentations and Delegations

None.

7. Motion to Adopt Recommendations from the Committee of the Whole

7.1 ADM 26-04 - Recommendations from Committee of the Whole – January 13, 2026

Moved by: Councillor Ketchabaw
Seconded by: Deputy Warden Jones

RESOLVED THAT items CW26-03 - CW26-06 from the Committee of the Whole meeting dated January 13, 2026, and the recommendations therein be adopted.

Motion Carried.

8. Committee Recommendations

None.

9. Reports for Information and Immediate Consideration

None.

10. Council Correspondence

Moved by: Councillor Hentz
Seconded by: Councillor Noble

RESOLVED THAT Correspondence Items 10.1 - 10.6 be received and filed.

Motion Carried.

10.1 Email from Karen Vecchio advocating for financial support from the County of Elgin for the Barrie Hospice of Elgin.

10.2 Letter from Christina Mayhew regarding the role of the County of Elgin as the Elgin County Library Board.

10.3 Municipal Property Assessment Corporation (MPAC) 2025 Municipal Partnerships Report.

10.4 Resolution from the Town of Aylmer regarding Support for the City of Welland's Call to Action for Justice and Protection of Canada's Children.

10.5 Western Ontario Wardens' Caucus (WOWC) Media Release - Western Ontario Wardens' Caucus Announces Warden Marcus Ryan as New Chair.

10.6 Western Ontario Wardens' Caucus (WOWC) Media Release - Western Ontario Wardens' Caucus Advances Key Municipal Priorities at ROMA 2026.

11. Statements/Inquiries by Members

11.1 Deputy Warden Jones - Impact Awards 2026

Deputy Warden Jones noted that the finalists have been announced for the 2026 St. Thomas & District Chamber of Commerce Impact Awards, and that there are many Elgin County businesses that have been nominated. Councillor Sloan confirmed that the Impact Awards will be held on April 17, 2026.

12. Closed Meeting Items

None.

13. Motion to Rise and Report

None.

14. Consideration of By-Laws

14.1 By-Law No. 26-03 Fees and Charges

BEING a By-Law to Provide a Schedule of Services and Activities Subject to Fees and Charges by the County of Elgin and to Repeal By-Law No. 25-20.

Moved by: Councillor Hentz

Seconded by: Deputy Warden Jones

RESOLVED THAT By-Law No. 26-03 be now read a first, second, and third time and finally passed.

Motion Carried.

14.2 By-Law No. 26-04 Authorizing Speed Limits

BEING a By-Law to Authorize Speed Limits.

Moved by: Councillor Noble

Seconded by: Deputy Warden Jones

RESOLVED THAT By-Law No. 26-04 be now read a first, second and third time and finally passed.

Motion Carried.

14.3 By-Law No. 26-05 Budget

BEING a By-Law to Provide for the Adoption of the 2026 Budget of the Corporation of the County of Elgin and to Establish the 2026 Tax Ratios and 2026 Tax Rates for the Said Corporation of the County of Elgin and its Constituent Lower Tier Municipalities.

Moved by: Councillor Ketchabaw

Seconded by: Councillor Widner

RESOLVED THAT By-Law No. 26-05 be now read a first, second and third time and finally passed.

Motion Carried.

14.4 By-Law No. 26-06 Borrowing

BEING a By-Law to Authorize the Warden and Treasurer to Borrow from Time to Time to Meet Current Expenditures During the Fiscal Year Ending December 31, 2026.

Moved by: Councillor Hentz
 Seconded by: Councillor Ketchabaw

RESOLVED THAT By-Law No. 26-06 be now read a first, second and third time and finally passed.

Motion Carried.

14.5 By-Law No. 26-07 Non-Union Remuneration

BEING a By-Law to Establish Remuneration Rates for Employees Covered by the Job Evaluation Scale.

Moved by: Deputy Warden Jones
 Seconded by: Councillor Hentz

RESOLVED THAT By-Law No. 26-07 be now read a first, second and third time and finally passed.

Motion Carried.

14.6 By-Law No. 26-08 Confirmation

BEING a By-Law to Confirm Proceedings of the Municipal Council of the Corporation of the County of Elgin at the January 27, 2026 Meeting.

Moved by: Councillor Noble
 Seconded by: Councillor Widner

RESOLVED THAT By-Law No. 26-08 be now read a first, second and third time and finally passed.

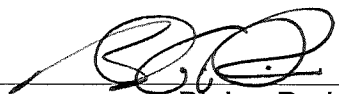
Motion Carried.

15. Adjournment

Moved by: Councillor Widner
 Seconded by: Deputy Warden Jones

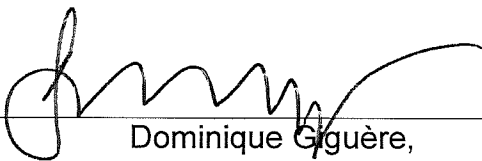
RESOLVED THAT we do now adjourn at 9:12 a.m. to meet again on February 10, 2026 at 9:00 a.m.

Motion Carried.



Blaine Parkin,

Chief Administrative Officer/Clerk.



Dominique Giguère,

Warden.



Elgin County Council
Committee of the Whole Meeting
Minutes

January 27, 2026, 9:30 a.m.
Council Chambers
450 Sunset Drive
St. Thomas ON

Members Present: Warden Dominique Giguère (virtual)
Deputy Warden Grant Jones (virtual)
Councillor Ed Ketchabaw (virtual)
Councillor Mark Widner (virtual)
Councillor Andrew Sloan (virtual)
Councillor Todd Noble (virtual)
Councillor Mike Hentz (virtual)
Councillor Richard Leatham (virtual)

Members Absent: Councillor Jack Couckuyt (with notice)

Staff Present: Blaine Parkin, Chief Administrative Officer/Clerk
Nicholas Loeb, Director of Legal Services
Brian Masschaele, Director of Community & Cultural Services (virtual)
Jennifer Ford, Director of Financial Services/Treasurer
Peter Dutchak, Director of Engineering Services
Mat Vaughan, Director of Planning and Development
Holly Hurley, Director of People & Culture (virtual)
Joe Anne Holloway, Director of Homes and Seniors Services
Carolyn Krahn, Manager of Economic Development, Tourism & Strategic Initiatives
Katherine Thompson, Manager of Administrative Services/Deputy Clerk
Jeff Brooks, Manager of Emergency Management
Jenna Fentie, Legislative Services Coordinator
Stefanie Heide, Legislative Services Coordinator

1. Meeting Call to Order

The meeting was called to order at 9:20 a.m. with Warden Giguère in the chair.

2. Approval of Agenda

Resolution Number: CW26-08

Moved by: Councillor Hentz
Seconded by: Councillor Noble

RESOLVED THAT the agenda for the January 27, 2026 Committee of the Whole Meeting be approved as presented.

Motion Carried.

3. Adoption of Minutes

Resolution Number: CW26-09

Moved by: Deputy Warden Jones
 Seconded by: Councillor Noble

RESOLVED THAT the minutes of the meeting held on January 13, 2026 be adopted.

Motion Carried.

4. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

5. Members' Motions

None.

6. Reports of Council, Staff or Outside Boards

6.1 Director of Planning and Development - PLN-26-01 Elgin County Land Division – Secretary Treasurer Appointment

The Director of Planning and Development presented the report seeking approval to adopt an updated by-law for the appointment of a Secretary-Treasurer and Secretary-Treasurer Alternates for the Elgin County Land Division Committee.

Resolution Number: CW26-10

Moved by: Councillor Hentz
 Seconded by: Councillor Widner

RESOLVED THAT proposed updates to the Land Division Secretary-Treasurer Appointment By-law and the Land Division Secretary-Treasurer Alternates Appointment By-law be approved; and

THAT the corresponding by-law be adopted.

Motion Carried.

6.2 Director of Community and Cultural Services - CCS 26-01 Elgin County Museum Gift Shop Policy Approval

The Director of Community and Cultural Services presented the Elgin County Museum Gift Shop Policy for consideration and approval.

Resolution Number: CW26-11

Moved by: Deputy Warden Jones
 Seconded by: Councillor Noble

RESOLVED THAT Elgin County Museum's Gift Shop Policy attached as Appendix A to the January 27, 2026 report titled Elgin County Museum Gift Shop Policy Approval be hereby approved.

Motion Carried.

6.3 Chief Administrative Officer/Clerk - Council Learning Sessions (verbal)

The Chief Administrative Officer/Clerk led a discussion regarding the possibility of holding learning sessions for Council with the goal of providing training information for Council on various emerging municipal issues. The Chief Administrative Officer/Clerk asked Councillors to provide feedback via email regarding topics of interest.

Resolution Number: CW26-12

Moved by: Councillor Noble
 Seconded by: Deputy Warden Jones

RESOLVED THAT staff develop a list of Council and executive leadership recommended learning session topics for Council's consideration.

Motion Carried.

7. Adjournment


Resolution Number: CW26-13

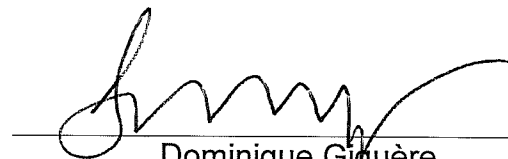
Moved by: Councillor Widner

Seconded by: Councillor Sloan

RESOLVED THAT we do now adjourn at 9:36 a.m. to meet again on February 10, 2026 at 9:30 a.m.

Motion Carried.



Blaine Parkin,
Chief Administrative Officer/Clerk.

Dominique Giguère,
Warden.

Re: Keep Our Library Downtown

The consensus to keep the library downtown has been made very clear at recent public meetings. Yet it appears those voices hold no sway.

More than twenty long years of vacillating on the construction of a new library, and now a continued push to put the Old Town Hall Library at the Aylmer Community Complex, a location ill designed for the purpose. Library programming now extends far beyond traditional book borrowing and includes workshops and resources to meet the needs of their communities. Libraries need to be designed for their purpose, not some makeshift space.

Also that very space, now used for various recreational activities, will be lost, depriving our community of those options.

During my years as an Adult Literacy and Basic Skills facilitator in Aylmer, the close proximity of the Old Town Hall Library to our classroom meant that learners could access a range of resources on an ongoing basis.

For one of the learners, discovery of the Aylmer library as a child was happenstance. One day coming into town with her mom, she spotted the library, went in and came out proudly with her first library books. A new attractive library in the downtown core would be an open invitation for all to come in.

As a free and equitable service for everyone, a library has the potential to be a major community builder — but only if the library's services are accessible to everyone in the community

Putting the Old Town Hall Library at the Aylmer Community Complex is discriminatory. Those without transportation — young children, seniors, and those with mobility issues will have difficulty accessing it, depriving them of a wealth of resources.

Aylmer Old Town Hall Library needs to be kept where it belongs — downtown in the heart of our community. A decision to locate the library at the Complex is exclusionary and unconscionable. There may be savings, but the cost to our community is incalculable. We need Council members who have the courage to be the visionary leaders our community needs.

My husband and I have already made a pledge contingent on keeping the library downtown.

Cheryl & Noel Van Raes





LONG POINT REGION CONSERVATION AUTHORITY
Board of Directors Meeting Minutes of January 7, 2026
Approved February 4, 2026

Members in attendance:

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

Regrets: None

Staff in attendance:

Judy Maxwell, General Manager
Aaron LeDuc, Manager of Corporate Services
Leigh-Anne Mauthe, Manager of Watershed Services
Jessica King, Social Media and Marketing Associate
Nicole Sullivan, HR Coordinator/Executive Assistant

1. Welcome and Call to Order

The Chair called the meeting to order at 6:30 p.m., Wednesday, January 7, 2026.

2. Additional Agenda Items

There were no additional agenda items.

3. Approval of the Agenda

A-1/26

Moved by P. Ypma
Seconded by J. Palmer

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

Carried

4. Declaration of Conflicts of Interest

None were declared.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Ed Ketchabaw, Tom Masschaele, Debera McKeen, Jim Palmer, Chris Van Paassen, Peter Ypma

5. Elections

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

A-2/26

Moved by M. Columbus

Seconded by S. Bentley

THAT the LPRCA Board of Directors appoints Christine Jacob as scrutineer for the purpose of electing officers.

Carried

a) Election of Chair

1) Call for Nominations

Dave Beres nominated Doug Brunton who accepted the nomination.

Tom Masschaele nominated Chris Van Paassen who accepted the nomination.

Chair Earls made the third and final call for nominations. There were no further nominations.

2) Motion to Close Nominations for Chair

A-3/26

Moved by J. Palmer

Seconded by E. Ketchabaw

THAT the nominations for the Chair be closed.

Carried

Doug Brunton and Chris Van Paassen addressed the Board to support their nominations

3) Distribution and collection of ballots by Scrutineer

Ballots were distributed the first time and a majority vote was achieved.

4) Announce Election Results

Doug Brunton was declared the Long Point Region Conservation Authority Chair for 2026.

5) Motion to Destroy Ballots

A-4/26

Moved by T. Masschaele

Seconded by D. McKeen

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Ed Ketchabaw, Tom Masschaele, Debera McKeen, Jim Palmer, Chris Van Paassen, Peter Ypma

THAT the ballots for LPRCA Chair be destroyed.

Carried

b) Election of Vice-Chair

1) Call for Nominations

Tom Masschaele nominated Chris Van Paassen who accepted the nomination.

Doug Brunton nominated Dave Beres who declined the nomination.

Chair Earls made the third and final call for nominations. There were no further nominations.

2) Motion to Close Nominations for Vice-Chair

A-5/26

Moved by M. Columbus

Seconded by J. Palmer

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

Carried

3) Distribution and collection of ballots by Scrutineer

No Ballots were required.

4) Announce Election Results

Chris Van Paassen was declared the Long Point Region Conservation Authority Vice-Chair for 2026.

5) Motion to Destroy Ballots

No Ballots were required.

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

Ms. K. Earls and Ms. C. Jacob were thanked for their service and left the meeting.

Doug Brunton, Chair assumed the position and carried on the meeting.

6. Committee Appointments

The General Manager reviewed each of the committee membership requirements and members were asked to express interest in committee appointments.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Ed Ketchabaw, Tom Masschaele, Debera McKeen, Jim Palmer, Chris Van Paassen, Peter Ypma

A-6/26

Moved by D. McKeen

Seconded by T. Masschaele

THAT the LPRCA Board of Directors approves the following appointments for 2026:

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

And

Michael Columbus and LPRCA Chair to the Lee Brown Marsh Management Committee;

And

Dave Beres, Tom Masschaele, Jim Palmer and the LPRCA Chair to the Backus Museum Committee;

And

Robert Chambers, Dave Beres, Ed Ketchabaw, the Chair, and Vice-Chair to the Audit and Finance Committee.

Carried

Minutes of the Previous Meeting

a) Board of Directors Meeting of December 3, 2025

A-7/26

Moved by T. Masschaele

Seconded by S. Bentley

THAT the minutes of the LPRCA Board of Directors Meeting held December 3, 2025 be adopted as circulated.

Carried

7. Business Arising

There was no business arising from the previous minutes.

8. Review of Committee Minutes

a) Backus Museum Committee Meeting of June 2, 2025

Mike Columbus, asked Tom Masschaele (the Chair of the Backus Museum Committee for 2025) to speak to the Board members about Backus and the conditions of the buildings. Tom Masschaele spoke to the Board about the Backus Historic Site and Judy Maxwell added that with the approval of the 2026 budget there are funds allocated to the removal of

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Ed Ketchabaw, Tom Masschaele, Debra McKeen, Jim Palmer, Chris Van Paassen, Peter Ypma

unsafe buildings and an engineering report for the Mill.

A-8/26

Moved by M. Columbus
Seconded by J. Palmer

THAT the minutes of the Backus Museum Committee meeting held June 2, 2025 be received as information

Carried

b) Lee Brown Marsh Management Committee Meeting of August 19, 2025

A-9/26

Moved by T. Masschaele
Seconded by D. McKeen

THAT the minutes of the Lee Brown Marsh Management Committee meeting held August 19, 2025 be received as information

Carried

c) Lee Brown Marsh Management Committee Meeting of December 19, 2025

A-10/26

Moved by M. Columbus
Seconded by S. Bentley

THAT the minutes of the Lee Brown Marsh Management Committee meeting held December 19, 2025 be received as information.

Carried

9. Correspondence

Shelley Ann Bentley commented on how positive it was to receive many correspondences opposing the amalgamation of the Conservation Authorities.

A-11/26

Moved by S. Bentley
Seconded by J. Palmer

THAT the correspondences outlined in the Board of Directors agenda of January 7, 2026 be received as information.

Carried

10. Development Applications

a) Section 28 Regulations Approved Permits (L. Mauthe)

Leigh-Anne Mauthe presented the report.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Ed Ketchabaw, Tom Masschaele, Debera McKeen, Jim Palmer, Chris Van Paassen, Peter Ypma

Shelley Ann Bentley was happy to see a Haldimand County #LPRCA-210/25 permit approved.

Mike Columbus asked staff about application #207/25 and the proposed work to move fill with no building. Leigh-Anne Mauthe informed the Board that grading was done on the property without a permit, and the approved permit was to address that.

A-12/26

Moved by D. Beres

Seconded by T. Masschaele

THAT the LPRCA Board of Directors receives the staff approved Section 28 Regulation Approved Permits report dated January 7, 2026 as information.

Carried

11. New Business

a) General Manager's Report (J. Maxwell)

Judy Maxwell presented the report.

Dave Beres added that the ROMA Board was opposed to the amalgamation of the Conservation Authorities and would be meeting with Minister McCarthy the weekend before the ROMA Conference.

Debera McKeen asked Dave Beres if he could keep the Board updated if anything arises from that conversation.

Judy Maxwell informed the Board that AMO and Conservation Ontario issued a joint letter in support of Conservation Authorities.

A-13/26

Moved by E. Ketchabaw

Seconded by J. Palmer

THAT the LPRCA Board of Directors receives the General Manager's Report for December 2025 as information.

Carried

b) Fee Schedules (A. LeDuc)

Aaron LeDuc presented the 2026 Draft Fee Schedules report.

A-14/26

Moved by M. Columbus

Seconded by D. McKeen.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Ed Ketchabaw, Tom Masschaele, Debera McKeen, Jim Palmer, Chris Van Paassen, Peter Ypma

THAT the LPRCA Board of Directors approves the proposed 2026 Fee Schedules as presented to be effective January 8, 2026.

Carried

c) Per diem & Mileage (A. LeDuc)

Aaron LeDuc presented the Per Diem and Mileage report.

A-15/26

Moved by J. Palmer

Seconded by P. Ypma

THAT the LPRCA Board of Directors approves increasing the Chair's Honorarium to \$2,924, the Vice-chair's Honorarium to \$1,170, the Member's meeting per diems to \$117, and the mileage rate to \$0.66 per kilometre effective January 1, 2026.

Carried

d) 2026 LPRCA Budget and Levy Apportionment Vote (A. LeDuc)

Following the budget meeting of November 13, the 2026 draft budget was circulated to member municipalities for a 30-day review and comment period. One comment was received by the Municipality of Bayham to keep their levy at \$0 increase.

Ed Ketchabaw asked staff how the request by the Municipality of Bayham was handled. Aaron LeDuc informed the Board that the CVA is done by the MNR which annually provides the assessment data. The overall budget increase to the Municipalities was 0%, however, the change in the percentage of assessment did lead to increases and decreases for member municipalities. Aaron LeDuc informed the Board that staff responded to the Municipality of Bayham's request, which was attached to the report, and that LPRCA would not be adjusting Bayham's increase.

A-16/26

That the LPRCA Board of Directors approves the following recommendations regarding LPRCA's 2026 Operating and Capital budgets;

1. That the 2026 Operating Budget in the total amount of \$6,370,228 and requiring a Municipal Levy- Operating of \$2,238,181 be approved as set out in Attachment 1;
2. That the 2026 Capital Budget in the total amount of \$1,199,455 requiring a General Municipal Levy - Capital of \$157,000 and a Municipal Special Levy – Capital of \$260,000 for Norfolk County be approved as set out in Attachment 2;
3. That the proposed 2026 Consolidated Budget in the total amount of \$7,569,683 and requiring a Municipal Levy – Consolidated of \$2,655,181 be approved as set out in Attachment 2.
4. That the proposed 2025 Municipal Levy Apportionment by CVA % be approved as set out in Attachment 3.

<u>Member</u>	<u>Municipality/Group</u>	<u>Weight</u>	<u>Absent</u>	<u>Present</u>	<u>In Favour</u>	<u>Opposed</u>
---------------	---------------------------	---------------	---------------	----------------	------------------	----------------

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Ed Ketchabaw, Tom Masschaele, Debera McKeen, Jim Palmer, Chris Van Paassen, Peter Ypma

Ed Ketchabaw	Municipality of Bayham	4.52		✓	4.53	
Robert Chambers	County of Brant	7.49		✓	7.40	
Shelley Ann Bentley	Haldimand County	7.35		✓	7.38	
Debera McKeen	Haldimand County	7.34		✓	7.38	
Ed Ketchabaw	Township of Malahide	0.7		✓	0.72	
Doug Brunton	Norfolk County	12.5		✓	12.5	
Michael Columbus	Norfolk County	12.5		✓	12.5	
Tom Masschaele	Norfolk County	12.5		✓	12.5	
Chris Van Paassen	Norfolk County	12.5		✓	12.5	
Jim Palmer	Township of Norwich	7.53		✓	7.53	
Peter Ypma	Township of South-West Oxford	7.53		✓	7.53	
Dave Beres	Town of Tillsonburg	7.53		✓	7.53	

Weighted Vote Result

100%

100%

100%

Carried**e) Timber Tender Harris Floyd Tract (Block #4) (J. Maxwell)**

Judy Maxwell presented the Timber Tender for Harris Floyd report.

A-17/26

Moved by D. McKeen

Seconded by P. Ypma

THAT the LPRCA Board of Directors accepts the tender submitted by Leonard Pilkey for marked standing timber at the Harris Floyd Tract (Block #4) – LP-367-26 for a total tendered price of \$147,693.00.

Carried

The closed session began at 7:35 p.m.

12. Closed Meeting**A-18/26**

Moved by D. Beres

Seconded by R. Chambers

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

- The Security of the property of the Authority

Carried**FULL AUTHORITY COMMITTEE MEMBERS**

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Ed Ketchabaw, Tom Masschaele, Debera McKeen, Jim Palmer, Chris Van Paassen, Peter Ypma

The Board reconvened in open session at 8:22 p.m.

The closed meeting minutes of the December 3, 2025 was approved in the closed session.

Next meeting: February 4, 2026, Board of Directors

Adjournment

The Chair adjourned the meeting at 8:24 p.m.

Doug Brunton
Chair

Judy Maxwell
General Manager/Secretary-Treasurer

/ns

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Ed Ketchabaw, Tom Masschaele, Debera McKeen, Jim Palmer, Chris Van Paassen, Peter Ypma



Kettle Creek
Conservation Authority

Full Authority Minutes

January 21, 2026

A meeting of the Full Authority of the Kettle Creek Conservation Authority was held on Wednesday, January 21, 2026 at 10:02 a.m. The meeting was streamed live to Facebook.

Audio/Video Record Notice

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

Members Present:

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

Members Absent with Regret:

Staff Present

Jennifer Dow	Water Resources Supervisor	In Person
Maisa Fumagalli	Planning and Regulations Supervisor	In Person
Jessica Kirschner	Corporate Services Coordinator	Virtual
Brandon Lawler	Forests and Lands Technician	Virtual
Jeff Lawrence	Forestry and Lands Supervisor	Virtual
Betsy McClure	Manager Communication/Stewardship/Outreach	In Person
Jessy Van der Vaart	Communications and Outreach Coordinator	In Person
Elizabeth VanHooren	General Manager/Secretary Treasurer	In Person

Guests:

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

Jerry Pribil joined the meeting at 10:07 a.m.

2026 Elections

VanHooren declared the position of Chair and Vice Chair vacant. VanHooren asked for a motion that Dan Dale conduct the election of officers for 2026.

FA1/2026

Moved by: Lori Baldwin-Sands

Seconded: Sharron McMillan

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

Carried

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

FA2/2026

Moved by: Grant Jones

Seconded: Todd Noble

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

Carried

a) Election of Chair

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

FA3/2026

Moved by: Jim Herbert

That Todd Noble be nominated for the position of Chair of Kettle Creek Conservation Authority for the Year 2026.

Dale called for nominations for the position of Chair for a second time and a third and final time. There were no further nominations for the position of Chair.

FA4/2026

Moved by: Jim Herbert

Seconded: Grant Jones

That nominations for the position of Chair of Kettle Creek Conservation Authority for the Year 2026 be closed.

Carried

Todd Noble indicated his desire to let his name stand for the position of Chair.

Todd Noble was then declared Chair of the Kettle Creek Conservation Authority for 2026 by acclamation.

b) Election of Vice Chair

Dale called for nominations for the position of Vice Chair.

FA5/2026**Moved by: Grant Jones**

That Sharron McMillan be nominated for the position of Vice Chair of Kettle Creek Conservation Authority for the Year 2026.

Dale called for nominations for the position of Vice Chair for a second and a third and final time. There were no further nominations for the position of Vice Chair.

FA6/2026**Moved by: Jim Herbert****Seconded: Lori Baldwin-Sands**

That nominations for the position of Vice Chair of Kettle Creek Conservation Authority for the Year 2026 be closed.

Carried

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

Sharron McMillan was declared Vice Chair of the Kettle Creek Conservation Authority for 2026 by acclamation.

Dale turned the Chair over to Todd Noble.

Introductions & Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

Hearing Board

There was no Hearing required.

Year 2026 Administrative Approvals

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

VanHooren noted that the Executive Committee consisted of five positions, the Chair, Vice Chair and Past Chair plus two to be elected. The 2025 Committee consisted of Todd Noble, Sharron McMillan, Grant Jones, Frank Berze and John Wilson.

Members all concurred that the 2025 appointments should remain unchanged.

FA7/2026**Moved by: Sam Trosow****Seconded: Jim Herbert**

That the 2026 Executive Committee consist of Todd Noble (Chair), Sharron McMillan (Vice Chair), Grant Jones (Past Chair), Frank Berze and John Wilson; and further

That the Chair be appointed as the voting delegate to Conservation Ontario, the General Manager/Secretary Treasurer be appointed the alternate voting delegate and that Sharron McMillan be appointed as the second alternate for 2026; and further

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

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

Carried

b) 2026 Signing Officers

FA8/2026**Moved by: Sharron McMillan****Seconded: Grant Jones**

That the signing officers for the Kettle Creek Conservation Authority for 2026 be one of the Chair or Vice Chair and one of the General Manager/Secretary Treasurer or Manager of Communications, Stewardship and Outreach.

Carried

c) Borrowing Maximum

FA9/2026**Moved by: John Wilson****Seconded: Grant Jones**

That the borrowing maximum for the Kettle Creek Conservation Authority for all expenditures in 2026 be \$200,000.00 and further, that signing officers be authorized to execute the necessary documents in this regard.

Carried

d) Appointment of Auditor

FA10/2026**Moved by: Sharron McMillan****Seconded: Grant Jones**

That the firm of Graham Scott Enns be appointed auditors for the Kettle Creek Conservation Authority for 2026.

Carried

- e) Appointment of Solicitor

FA11/2026

Moved by: Jim Herbert

Seconded: John Wilson

That Grant Inglis be appointed solicitor for the Kettle Creek Conservation Authority for 2026.

Carried

- f) 2026 Meeting Dates

The 2026 Meeting dates were previously approved and are available on the website.

Delegations

Minutes of Meeting

FA12/2026

Moved by: Lori Baldwin-Sands

Seconded: Frank Berze

That the minutes of the December 17, 2025 Full Authority meeting be approved.

Carried

Matters Arising

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

FA13/2026

Moved by: Frank Berze

Seconded: John Wilson

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

Carried

Correspondence

- a) Conservation Ontario's Submission to ERO#025-1257 Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities December 17, 2025
- b) From AMO to the Honourable Todd McCarthy, MECP Re: Recommendation for successful Conservation Authority Transformation December 24, 2025
- c) From Retired Conservation Professionals to Premier Ford et al Re: ERO #025-1257
- d) Resolutions and ERO#025-1257 Submissions

FA14/2026**Moved by: Sharron McMillan****Seconded: John Wilson**

That the correspondence be received.

Carried**Statement of Revenue and Expenses**

No Statements were presented.

New Business

- a) 2026 Municipal Apportionment Vote (Weighted Vote)

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

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

1. The proposed Year 2026 Municipal Apportionment was circulated to member municipalities and posted to KCCA's web site on November 19, 2025, in order to provide a minimum 30 day notice to apportionment approval on January 21, 2026. There is a 4.0% averaged apportionment increase over 2025 levels or an overall increase of \$50,767.76
2. A recorded vote will be taken, with each member responding either "For" or "Against" the motion. The motion carries or is lost, according to the total of weighted votes assigned to each board member. This weighted vote is based upon the Modified Current Value Assessment apportioned to that portion of each municipality within the jurisdiction of the KCCA watershed.
2. The 2026 Municipal Apportionment approved by the Board will be circulated to participating municipalities on January 22, 2026, who if not satisfied, may appeal to the Ontario Lands Tribunal within 30 days of receiving the notice. Thereafter, no appeals are allowed and the Year 2026 apportionment will be final.

FA15/2026**Moved by: Sam Trosow****Seconded: Jim Herbert**

That the 2026 Municipal Apportionment be approved; and

That the participating municipalities be assessed for payment of \$1,319,961.76 which is comprised of Category 1 operating expenses of \$1,084,455.04; Category 3 operating expenses of \$159,714.50 and a special apportionment of \$75,792.22;

That each participating municipality's share of the 2026 Total municipal apportionment be calculated using "Modified Current Value Assessment."

Carried

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

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

FA15/2026 Recorded Vote Registry

Member Municipality	Present	Levy %	Weight %	In Favour	Opposed	Absent
City of London		54.87	50.00			
Sam Trosow	•		16.67	•		
Jerry Pribil	•		16.67	•		
JJ Strybosch	•		16.66	•		
City of St. Thomas		27.35	30.30			
Lori Baldwin-Sands	•		15.15	•		
Jim Herbert	•		15.15	•		
Central Elgin		7.73				
Todd Noble	•		8.57	•		
Southwold		6.45				
Grant Jones	•		7.14	•		
Thames Centre		1.30				
Sharron McMillan	•		1.44	•		
Middlesex Centre		1.66				
Frank Berze	•		1.84	•		
Malahide		0.64				
John Wilson	•		0.71	•		
Total		100.00	100.00			

b) 2025 Health and Safety Committee Report

FA16/2026

Moved by: Frank Berze

Seconded: Grant Jones

That the 2025 Health and Safety Committee Report be received.

Carried

c) Occupational Health and Safety Policy Update

FA17/2026

Moved by: Sharron McMillan

Seconded: Lori Baldwin-Sands

That the changes to the Occupational Health and Safety Policy be accepted and implemented.

Carried

d) Kettle Creek Food Truck Festival

FA18/2026

Moved by: Jim Herbert

Seconded: Frank Berze

That Kettle Creek Conservation Authority assume responsibility for planning and hosting the Kettle Creek Food Truck Festival; and further

That staff be authorized to proceed with planning a beer tent pilot for the 2026 event, including applying for a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario and confirming insurance requirements with KCCA's insurer.

Carried

e) 2025 Section 28 Permit Timelines and Compliance Annual Report

FA19/2026

Moved by: Sharron McMillan

Seconded: John Wilson

That the 2025 Section 28 Permit Timelines and Compliance Annual Report be received.

Carried

Closed Session

A session was not required.

Upcoming Meetings

KCCA Full Authority Meeting (Audit)

February 11, 2026

Annual General Meeting (Budget)

February 25, 2026

FA20/2026

Moved by: Lori Baldwin-Sands

Seconded: Frank Berze

That the meeting adjourn.

Carried

The meeting adjourned at 10:41 a.m.



Elizabeth VanHooren
General Manager/Secretary Treasurer



Todd Noble
Chair

Recorded Vote Registry FA1/2026 to FA6/2026

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

Board Member	FA1/2026	FA2/2026	FA3/2026	FA4/2026	FA5/2026	FA6/2026
Baldwin-Sands	Y	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y	Y
McMillan	Y	Y	Y	Y	Y	Y
Noble	Y	Y	Y	Y	Y	Y
Pribil	A	A	Y	Y	Y	Y
Strybosch	Y	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	Y	Y
Wilson	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA7/2026 to FA12/2026

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

Board Member	FA7/2026	FA8/2026	FA9/2026	FA10/2026	FA11/2026	FA12/2026
Baldwin-Sands	Y	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y	Y
McMillan	Y	Y	Y	Y	Y	Y
Noble	Y	Y	Y	Y	Y	Y
Pribil	Y	Y	Y	Y	Y	Y
Strybosch	Y	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	Y	Y
Wilson	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA13/2026 to FA18/2026

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

Board Member	FA13/2026	FA14/2026	FA15/2026	FA16/2026	FA17/2026	FA18/2026
Baldwin-Sands	Y	Y	Y	Y	Y	Y
Berze	Y	Y	Y	Y	Y	Y
Herbert	Y	Y	Y	Y	Y	Y
Jones	Y	Y	Y	Y	Y	Y
McMillan	Y	Y	Y	Y	Y	Y
Noble	Y	Y	Y	Y	Y	Y
Pribil	Y	Y	Y	Y	Y	Y
Strybosch	Y	Y	Y	Y	Y	Y
Trosow	Y	Y	Y	Y	Y	Y
Wilson	Y	Y	Y	Y	Y	Y
Result	Carried	Carried	Carried	Carried	Carried	Carried

Recorded Vote Registry FA19/2026 to FA20/2026

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

Board Member	FA19/2026	FA20/2026
Baldwin-Sands	Y	Y
Berze	Y	Y
Herbert	Y	Y
Jones	Y	Y
McMillan	Y	Y
Noble	Y	Y
Pribil	Y	Y
Strybosch	Y	Y
Trosow	Y	Y
Wilson	Y	Y
Result	Carried	Carried



NOTICE OF A PUBLIC MEETING CONCERNING THE FINAL DRAFT OFFICIAL PLAN IN THE MUNICIPALITY OF BAYHAM OFFICIAL PLAN REVIEW

TAKE NOTICE that the Corporation of the Municipality of Bayham is in the process of conducting an Official Plan Review, and that the County of Elgin is the Approval Authority for Official Plan Amendments. that Council and the Corporation of the Municipality of Bayham will hold a Public Meeting under Section 17(15) and Section 26(3) of the *Planning Act*, R.S.O. 1990, Chapter P.13. to present the final draft of the new Official Plan of the Municipality of Bayham Official Plan Review project.

AND TAKE NOTICE that the Council of the Corporation of the Municipality of Bayham will hold this Public Meeting on **Thursday, March 5th, 2026, at 6:00 p.m.** in the Municipal Council Chambers, Lower Level, 56169 Heritage Line, Stratfordville. The Public Meeting may be viewed virtually through the live-stream on the [Municipality of Bayham's YouTube Channel](#)

THE PURPOSE of the Public Meeting is to present the final draft of the new Official Plan. A presentation will be made by the consultant team, Arcadis, to review the key themes of the new Official Plan and the changes since the December 2024 Draft Official Plan based on the approved County of Elgin Official Plan and input received, including from the Open Houses that took place in June 2024 and January 2025.

The current Bayham Official Plan was approved in February 2019, and Municipalities are required under Section 26 of the *Planning Act* to conduct an Official Plan Review every five (5) years to ensure the Official Plan:

- Is consistent with the Provincial Policy Statement;
- Has regard to the matters of provincial interest, and;
- Conforms with the County of Elgin Official Plan.

The purpose of an Official Plan Review is to ensure that policies of the Official Plan are in conformity with provincial and County plans and policies and continue to meet the community's vision for future change and development.

This Official Plan Review is a municipal-wide initiative affecting all lands within the jurisdiction of the Municipality of Bayham.

THE EFFECT of this will be the preparation of a Final Draft Official Plan to present to the Municipality of Bayham Council for adoption. Following adoption, the adopted Official Plan will be sent to the County of Elgin for approval.

ANY PERSON may attend the public meeting and/or make a written or verbal representation in support of or in opposition to the final draft Official Plan. The Municipality encourages your comments throughout the Official Plan Review process. If you have any comments, questions, require further information, or would like to be added to the project mailing list for updates and to be notified of the future decision of the County of Elgin on the proposed Official Plan, please email or mail to:

- opreview@bayham.on.ca
- Municipal Office: Attention - Official Plan Review (56169 Heritage Line, P.O. Box 160, Stratfordville, ON, N0J 1Y0)
- Oral submissions may also be expressed at Open Houses or the Statutory Public Meeting.

All comments received will form part of the public record and will be circulated to Council, Municipal Staff, and Arcadis.

Written comments submitted on or before 12:00 Noon on Wednesday, February 25th, 2026 to munderhill@bayham.on.ca or at the municipal office will be included in the public meeting agenda.

IF A PERSON OR PUBLIC BODY OR REGISTERED OWNER of any land to which the plan would apply would otherwise have an ability to appeal the decision of the County of Elgin to the Ontario Land Tribunal but does not make oral submissions at a public meeting or make written submissions to the Municipality of Bayham before the proposed Bayham Official Plan is adopted, the specified person, public body, or registered owner of any land to which the plan would apply is not entitled to appeal the decision to the Ontario Land Tribunal.

IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting or make written submissions to the Municipality of Bayham before the proposed official plan is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

IF YOU WISH to be notified of the adoption of the Official Plan, you must make a written request to the undersigned.

ADDITIONAL INFORMATION relating to the proposed amendments may be obtained by contacting the Municipal Office.

Dated at the Municipality of Bayham this **28th** day of **January 2026**.

Margaret Underhill
Planning Coordinator/Deputy Clerk
Municipality of Bayham
P.O. Box 160, 56169 Heritage Line
Straffordville, ON, N0J 1Y0
T: 519-866-5521 Ext 222
F: 519-866-3884
E: munderhill@bayham.on.ca
W: www.bayham.on.ca

132
PUBLIC NOTICE

pursuant to Section 17 (17) of the Planning Act, R.S.O. 1990, as amended

OFFICIAL PLAN AMENDMENT
IMPLEMENTATION POLICIES
in the
COUNTY OF OXFORD

County of Oxford
21 Reeve Street
Woodstock, ON N4S 3G1
Telephone: 519-539-9800

DATE: Thursday, February 5, 2026

FILES: OP 25-16-9 (County of Oxford)

Purpose and Effect of the Proposed Official Plan Amendment:

The County of Oxford has initiated amendments to the Official Plan to update the implementation policies of Chapters 10 and 5.5 to reflect provincial legislative and regulatory changes under the Planning Act.

The amendment is intended to further improve the clarity, accuracy, and efficiency of planning processes for the County and area municipalities. This is proposed to be achieved through minor updates to existing review criteria and procedures used for the development approval process or major planning projects, and by enabling the use of optional tools such as delegated approval authority. Other logistical or legislative related updates are also being addressed, in response to changes implemented by the Province.

The proposed policies are relevant to all lands within the County. The application of policies will be subject to the Planning Act, shall be consistent with the Provincial Planning Statement, 2024 and reflect the intent of the Official Plan. A copy of the proposed amendment is available at:

<https://www.oxfordcounty.ca/en/services-for-you/oxford-county.aspx#Current-Application-Notices-Reports>

Public Meeting:

The Council of the County of Oxford will hold a public meeting to consider the proposed Official Plan Amendment on:

Date: Wednesday, February 25, 2026
Time: 9:30 a.m.
Place: Council Chambers, 1st Floor, 21 Reeve St., Woodstock, ON N4S 3G1

AND

Virtual public meeting via live stream – www.oxfordcounty.ca/livestream

The format of County Council meetings has changed to a hybrid meeting model. The public may attend the meeting in-person or may participate virtually, or by telephone. Public meetings and Council meetings may be viewed through a live stream feed at: <http://www.oxfordcounty.ca/livestream>, should you wish to view the meeting but not participate.

We encourage residents to provide written comments to planning@oxfordcounty.ca. All written comments received may become part of the public agenda.

If you would like to participate in the public hearing, please email clerksoffice@oxfordcounty.ca or call 519-539-9800 ext. 3001 by **Friday, February 20, 2026**. Leave your name and phone number, as well as the application file number or address of the property you are calling about. Staff will return your call and provide participation options and details. Arrangements can also be made to obtain a copy of the relevant planning report if you are unable to download a copy from <http://www.oxfordcounty.ca/Your-Government/Council>.

Please contact the Clerk's Department if you require an alternate format or communication support with at least 7 days' notice prior to the meeting, at 519-539-9800 ext 3910 or by e-mail at clerksoffice@oxfordcounty.ca.

If you have any questions or require additional information, including information about appeal rights, please contact **April Nix, Manager of Policy Planning**, ext. 519-539-9800 ext. 3208. Written comments may be forwarded to the address below or emailed to planning@oxfordcounty.ca. Please reference "Implementation Policies" in all correspondence.

Yours truly,



April Nix, MCIP, RPP
Manager of Policy Planning
Community Planning Office
County of Oxford
21 Reeve Street
Woodstock ON N4S 3G1
Telephone: 519-539-9800
Fax 519-421-4712



RESOLUTION NO. 2026- 20

FEBRUARY 11, 2026

Moved by: [Signature]

Seconded by: [Signature]

WHEREAS reliable, high-speed internet access is essential infrastructure that supports economic development, housing construction, healthcare, education, municipal operations, and overall community well-being;

AND WHEREAS the Province of Ontario has recognized the importance of digital infrastructure through the *Accelerating Access to Broadband for Ontario Act, 2021*, which seeks to expand broadband access to all Ontarians, particularly in underserved and rural communities;

AND WHEREAS access to affordable high-speed internet is a necessary precondition to achieving provincial and federal housing, economic development, and population growth targets;

AND WHEREAS Bell Canada currently offers dedicated fibre internet services at the following indicative rates under a five (5) year term within a regulated area: 100 Mbps / 100 Mbps \$1,010 per month, 500 Mbps / 500 Mbps \$3,090 per month and 1 Gbps / 1 Gbps \$3,250 per month.

AND WHEREAS such pricing structures place dedicated fibre services beyond the financial reach of many municipalities, small businesses, housing developments, non-profit organizations, and community facilities;

AND WHEREAS unaffordable broadband infrastructure costs undermine the intent of provincial and federal legislation aimed at universal access to high-speed internet, including federal programs administered by Innovation, Science and Economic Development Canada (ISED) and regulatory oversight by the Canadian Radio-television and Telecommunications Commission (CRTC);

AND WHEREAS affordable, high-speed internet access is essential infrastructure and a foundational requirement for inclusive growth, housing delivery, and community resilience and municipalities are required to plan for growth, housing, and economic competitiveness, yet have no say in telecommunications pricing and market structures;

AND WHEREAS the Council of the Municipality of Magnetawan calls upon the CRTC to examine the affordability of dedicated fibre pricing and its impact on municipal infrastructure, housing development, and equitable internet access;

AND WHEREAS the Council of the Municipality of Magnetawan calls upon the Government of Ontario to work with telecommunications providers to ensure that broadband infrastructure costs do not impede the objectives of the *Accelerating Access to Broadband for Ontario Act, 2021* and the *Building Faster Homes and More Choice Act, 2022*;

AND WHEREAS the Council of the Municipality of Magnetawan calls upon Bell Canada to review and revise its dedicated fibre pricing models to ensure they are affordable, transparent, and scaled appropriately for municipalities, community institutions, and local development projects;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan calls upon the Government of Canada, including ISED, to strengthen affordability requirements tied to federal broadband funding and universal access programs;

AND FURTHER THAT this resolution be circulated to the Prime Minister of Canada Mark Carney, the Honourable Premier Doug Ford, the Honourable Melanie Joly, Minister of Innovation, Science and Industry, the Honourable Kinga Surma, Minister of Infrastructure, the Honourable Rob Flack, Minister of Municipal Affairs and Housing, the Honourable Graydon Smith, MPP for Parry Sound-Muskoka, the Honourable Scott Aitchison, MP for Parry Sound-Muskoka, Bell Canada, the CRTC, FONOM, AMO, NOMA, and all Ontario municipalities through AMCTO.

Carried ☒ Defeated ☐ Deferred ☐

[Signature]
Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			



6020 Highway 542, P.O. Box 420
Mindemoya, ON P0P 1S0
Tel: 705-377-5726
Fax: 705-377-5585

Email: ddeforge@centralmanitoulin.ca

February 3, 2026

Honourable Doug Ford, Premier for the Government of Ontario;
Honourable Michael S. Kerzner, Minister of the Solicitor General;
Honourable Rob Flack, Minister of Municipal Affairs and Housing;
Association of Municipalities of Ontario (AMO);
Mary ten Doeschate, Manitoulin Police Services Board Veronique Dion; and
Councils of each of Ontario's municipalities.

RE: SUSTAINABLE FUNDING FOR POLICE SERVICES REQUEST

Please be advised that at the Municipality of Central Manitoulin Council meeting of January 29, 2026, the following motion was approved:

021-2026 That the Council of the Municipality of Central Manitoulin supports the following motion from the City of Peterborough meeting dated November 3, 2025:

*Whereas municipalities across Ontario are required to maintain a police service;
and*

*Whereas municipalities across Ontario are required to constitute a municipal board to have
policing responsibility for the municipality, or enter into a written agreement for an alternate
provision of policing services; and*

Whereas the City of Peterborough has constituted a municipal board; and

*Whereas municipalities, across Ontario, with a police service board, are required to "ensure
adequate and effective policing is provided in the area for which they have policing
responsibility in accordance with the needs of the population in the area and having regard for
the diversity of the population in the area" and*

*Whereas police service boards within municipalities where court proceedings are conducted are
required to ensure the security of judges, other judicial officials, members of the public
participating in court proceedings, ensuring the secure custody of persons in custody who are on
or about the premises, including persons taken into custody at proceedings; and*

*Whereas the provision of court security is not part of providing adequate and effective policing;
and*

*Whereas the cost of providing court security is a cost of the municipality, regardless of whether all
matters originate within that municipality; and*

*Whereas municipalities across Ontario are required to have and maintain critical infrastructure,
including appropriate police facilities and equipment, to ensure adequate and effective policing is
provided; and*

Whereas municipalities across Ontario are experiencing increased police operating and capital costs directly related to new compliance and operational standards required under the Community Safety and Policing Act, 2019; and

Whereas these cost increases stem from provincially mandated requirements including training, certification, technology, reporting, and staffing obligations necessary to bring local police services into compliance with the Act; and

Whereas municipalities have no discretion in implementing these measures and limited ability to absorb the resulting financial pressures within existing budgets; and

Whereas policing is a provincially legislated responsibility, yet municipalities are bearing the brunt of the costs to implement provincial mandates;

Therefore, be it resolved that:

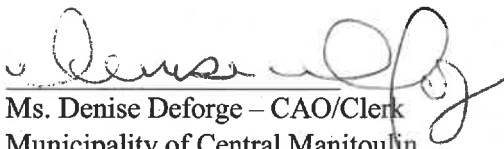
Council request that the Province of Ontario provide targeted financial assistance to municipalities to offset any additional costs that are directly and demonstrably incurred as a result of compliance with the Community Safety and Policing Act, 2019, and not general increases to police budgets; and

Therefore, be it further resolved that:

*Council urge the Province of Ontario to review and reform its current police grant programs to ensure a more equitable distribution of funding to municipalities so that communities with growing populations and expanding service demands receive fair and sustainable provincial support; and
Therefore, be it further resolved that: Council request that the Province of Ontario provide stable sustainable funding to offset costs associated with the provision of providing court security services; and*

That this resolution be forwarded to the Premier of Ontario, the Minister of the Solicitor General, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), the Manitoulin Police Services Board Chair, and all Ontario municipalities for endorsement.

Sincerely,


Ms. Denise Deforge – CAO/Clerk
Municipality of Central Manitoulin

cc. File

February 6, 2026

Please be advised that during the regular Council meeting of January 29, 2026 the following resolution regarding support for Bill 21, Protect Our Food Act, 2025 was carried.

RESOLUTION NO. 2026-32

DATE: January 29, 2026

MOVED BY: Councillor Prinzen

SECONDED BY: Councillor MacNaughton

WHEREAS arable land is a critical finite resource; and

WHEREAS Ontario has lost 2.8 million acres of farmland in the last three decades; and

WHEREAS Ontario loses as much as 319 acres of farmland a day; and

WHEREAS Ontario's farmland provides food, fiber and fuel to all of Ontario and beyond;

NOW THEREFORE BE IT RESOLVED THAT the Council of the County of Prince Edward support Bill 21, Protect Our Food Act, 2025 and strongly urges the provincial government to support this and every measure to protect our farmland, to aggressively prevent further losses and to ensure the future of agriculture in Ontario for future generations; and

THAT a copy of this resolution be sent to the Premier of Ontario; the Minister of Agriculture, Food and Agribusiness, the Minister of the Environment, Conservation and Parks; Guelph MPP Mike Schreiner, Haldimand-Norfolk MPP Bobbi Ann Brady, Bay of Quinte MPP Tyler Allsopp, the Ontario Federation of Agriculture, the Association of Municipalities of Ontario, and all Municipalities in Ontario.

CARRIED

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Prinzen, Councillor Branderhorst

THE CORPORATION OF THE TOWNSHIP OF MALAHIDE**BY-LAW NO. 26-10**

Being a By-law to adopt, confirm and ratify matters dealt with by resolution of the Township of Malahide.

WHEREAS Section 5(3) of the Municipal Act, 2001, c. 25, as amended, provides that the powers of every council are to be exercised by by-law;

AND WHEREAS in many cases, action which is taken or authorized to be taken by the Township of Malahide does not lend itself to the passage of an individual by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Township of Malahide at this meeting be confirmed and adopted by by-law;

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

1. THAT the actions of the Council of the Township of Malahide, at its regular meeting held on February 19, 2026 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 19th day of February, 2026.

READ a **THIRD** time and **FINALLY PASSED** this 19th day of February, 2026.

Mayor, D. Giguère

Clerk, A. Adams