

Staff Report

Report To: Council
Report From: Karl Schipprack, Director of Infrastructure and Development
Meeting Date: November 4, 2025
Subject: Victoria Street, Ayton – Update

Recommendations:

That in consideration of staff report ‘Victoria Street, Ayton - Update’, Council receives the report for information purposes.

Highlights:

- A development including 11 new single-family dwelling lots is proposed in Ayton.
- \$140,000 is included in the draft 2026 budget for Victoria Street road construction. No additional money is included in the ten-year capital forecast.
- Requested map attached providing labels for easy reference to the locations noted in the report.
 - A = Intersection of Grey Rd. 3 and Caroline St.;
 - B = intersection of Victoria St. and Caroline St.;
 - C = start of proposed subdivision and westerly extent of existing road (+/-); and
 - D = westerly end of proposed subdivision.

Previous Report/Authority:

[Staff Report, IPW-2024-40 – Victoria Street](#)
[Staff Report, IPW-2025-22 – Victoria Street, Ayton](#)

Analysis:

Background

In the 2023 budget, \$150,000 was allocated for road construction on Victoria St. in Ayton. Before work was proposed to start, a staff report was presented to Council on

May 16, 2023, to reallocate \$60,000 from the Victoria St. project to Concession 2 project and move \$90,000 that was allocated to Victoria St. project to a reserve for future work on Victoria St.:

"THAT in consideration of staff report IPW-2023-04 - Surface Treatment-Reallocation of Capital Funds, council:

- 1. directs staff to reallocate \$25,000 of the Surface Treatment budget for Highland Estates/Concession 6 and \$60,000 from the Victoria Street project to the Concession 2 project to fund an estimated \$85,000 shortfall on the Concession 2 project; and**
- 2. postpones the reconstruction of Victoria Street with the balance of the funds allocated for the Victoria Street project (\$90,000 tax levy) being set aside in a reserve specifically dedicated to future road work on Victoria Street."**

2024 Budget Review – October 31, 2023:

Additional funds for Victoria St. were proposed by Council for the 2024 budget:

"THAT in consideration of the 2024 draft budget, council directs staff to complete:

- 1. hardtop road improvements from Grey Road 3 to Caroline Street West; and**
- 2. rehabilitation of the road base from Caroline Street West to the westerly road limit."**

Repaving and base repairs, if needed, from Grey Rd. 3 (A) to Caroline St. (B) were estimated at \$40,000 and the rehabilitation of the road base from Caroline St. (B) to the westerly road limit (C) were estimated at \$90,000. The proposal was to use \$90,000 from reserves and an additional \$40,000 from tax levy. For a total of \$130,000

2024 Budget Review – November 14, 2023:

Council resolved to remove \$40,000 tax levy contribution from the budget.

"THAT in consideration of the 2024 draft budget, Council defers the remainder of the Victoria Street asphalt project to a future year."

The \$90,000 for the base rehabilitation from Caroline St. (B) to the end of Victoria St, (C) remained in the 2024 budget.

The above resolution removed \$40,000 intended for repaving of Victoria St. from Grey Road 3 (A) to Caroline St. (B).

Council Meeting – December 17, 2024:

A staff report advised that an application for development was received for Victoria St. and recommend that any future construction on Victoria St. be put on hold until discussions with the developer could be completed.

"THAT in consideration of staff report 'IPW-2024-40 – Victoria Street, Council directs staff to place the \$90,000 allocated for Victoria Street in the 2024 budget into reserves."

The 2026 draft budget recommends that \$90,000 currently in reserve, along with an additional \$50,000 be allocated to support work on Victoria St.

Based on discussions at the Council table, the \$90,000 has been earmarked to rehabilitate the base of Victoria St. from Caroline (B) to the west limit (C) and the additional \$50,000 proposed for repaving (maximum 150m) from Grey Rd 3 (A) to Caroline St. (B).

No additional upgrades are planned or recommended in the 10-year capital forecast.

Previous Council meetings have included discussions regarding the suitability of gravel roads in urban areas, with a general consensus that paving would be preferable. Staff acknowledge this position but note that financial limitations and competing priorities for road projects must be considered. Decisions are informed by factors such as traffic volume, road condition assessments, necessary maintenance, and compliance with minimum maintenance standards. Other roads in West Grey are considered by staff to be in more urgent need of reconstruction and have been given a higher priority.

Staff would also provide there are five roads (approximately 2 km) in primary and secondary settlement areas in West Grey that are gravel, the largest being Anderson Drive, which is 790m in length and has 29 properties on it. Anderson Drive has no money in a reserve and is not included in the ten-year capital plan for upgrades.

Proposed Development:

An application for a subdivision on Victoria St. was received by Grey County. Discussion between the developer and the Municipality have been ongoing regarding Victoria St. road construction. Historically, staff have been guided by the principle "development should pay for development". We recognize the decision made on this project may impact future decisions, as it may be a precedent if not consistent with historical projects.

Road Structure:

The developer has proposed a rural road profile in an urban settlement area with one lift of 50 mm of HL4 asphalt (proposed cross section is attached). The geotechnical investigation, provided by the developer, recommended the following pavement

structure: 40 mm of HL3, 50 mm of HL4, 150 mm of granular A and 400 mm of granular B. West Grey staff would be satisfied with 40 mm of HL3, 40 mm of HL4, 150 mm of granular A and 400 mm of granular B, as this is consistent with previous and proposed development projects in West Grey.

The requirement for two lifts of asphalt will protect the Municipality against maintenance and replacement in the future. Two lifts of asphalt will allow one lift to be installed prior to construction of the houses and a second lift to be completed after construction. The warranty period on the asphalt would not start until the second lift is completed. All other developments in the settlement areas in West Grey have required two lifts of asphalt as a standard. Staff recommend installation of two lifts of asphalt, 40 mm of HL3, 40 mm of HL4 from Grey Rd. 3 (A) to the westerly end of the subdivision (D).

Sidewalks:

The developer's proposal does not include sidewalks. Staff typically begin reviews with the position that sidewalks benefit residents and should be included unless there is evidence that they are unnecessary. In this instance, due to low traffic counts and no existing sidewalk network to connect with, staff are not recommending sidewalks and support their exclusion from the proposal.

Street Lighting:

Street lighting is included in the engineering design and shall be included in any new road construction.

Storm Water Management:

The proposed cross section includes ditches on both sides of the road. Full stormwater planning and grading plans will be submitted with the subdivision engineering and will be included in the subdivision agreement. This agreement will be registered on title and will require Municipal approval for any revisions. If sidewalks are required (see above), the proposed ditches will not provide adequate space for the sidewalk and revisions to the design would be required. Staff are supportive of the proposed road stormwater plan with full detailed engineering to be provided.

Budget estimate:

Estimate for repaving Victoria St. from Grey Rd. #3 (A) to Caroline St. (B) = \$50,000

Road reconstruction from Caroline St. (B) to start of new subdivision (C) = \$358,000.
(includes \$20,000 for street lighting).

Conclusion:

Victoria St. from Grey Rd. 3 (A) to Caroline St. (B) is in need of repair but is not required to be completed as part of the development. 2026 draft budget includes \$50,000 for this work.

Victoria St., from Caroline St. (B) to the westerly end of the proposed subdivision (D), is required to be upgraded from the current condition to the proposed road profile (attached) with the addition of a second lift of asphalt as described above. Estimated cost is \$358,000.

Currently West Grey is proposing \$90,000 in the 2026 budget available for road construction on Victoria St. from Caroline St. (B) to the westerly end of the subdivision (D). Shortfall of \$268,000.

Developer Options:

If the developer agrees to the proposed road profile and streetlighting, the developer can proceed with all planning requirements including draft plan approval and zoning. Draft plan approval will include a clause requiring the road upgrades on Victoria St. from Caroline St. (B) to the end of the subdivision (D) to be completed as part of the development.

To complete the subdivision agreement and move forward with construction the developer would have two options:

1. Wait for West Grey to complete road construction. Developer can wait for Council to approve funding at some point in the future for the asphalt on Victoria St. from Caroline St. (B) to the start of the subdivision (C). The subdivision could not move through the final planning stages until the funds are confirmed in a budget.
2. Developer completes all road construction at their cost. The developer pays for and contracts all road construction from Caroline St. (B) to the start of the subdivision (C). Council can choose to provide the \$90,000 included in the 2026 budget to the developer in a cost sharing agreement.

If the developer decides to proceed with option two and agrees to also complete the repaving of Victoria St. from Grey Rd. 3 (A) to Caroline St. (B) the Municipality could provide the additional \$50,000 to the developer and include in the cost sharing agreement.

Financial and Operational Implications:

\$140,000 included in the 2026 budget.

Climate and Environmental Implications:

There are no direct climate or environmental implications associated with this report.

Communication Plan:

Communication of this report is through the posting of Council meeting agendas on the West Grey website.

Consultation:

Steve Ayerhart, Supervisor, Urban Operations

Tim Cook, Supervisor, Rural Operations

David Smith, Manager of Planning

Kerri Mighton, Director of Finance

Michele Harris, CAO

Attachments:

Victoria Street – Proposed Cross Section

Victoria Street – Proposed Plan and Profile

Ayton Map providing labels for easy reference to the locations noted in the report

Recommended by:

Karl Schipprack, Director of Infrastructure and Development

Submission approved by:

Michele Harris, Chief Administrative Officer

For more information on this report, please contact Karl Schipprack at kschipprack@westgrey.com or 519-369-2200 Ext. 234.