



**REGULAR MEETING OF COUNCIL
AGENDA**

Monday, January 14, 2019, 7:00 PM

Council Chambers

2021 Division Road N

Kingsville, Ontario N9Y 2Y9

Pages

A. CALL TO ORDER

B. MOMENT OF SILENCE AND REFLECTION

C. PLAYING OF NATIONAL ANTHEM

D. DISCLOSURE OF PECUNIARY INTEREST

When a member of Council has any pecuniary interest, direct or indirect, in any matter which is the subject of consideration at this Meeting of Council (or that was the subject of consideration at the previous Meeting of Council at which the member was not in attendance), the member shall disclose the pecuniary interest and its general nature, prior to any consideration of the matter.

E. PRESENTATIONS/DELEGATIONS

1. Jay Atkin, on behalf of the 'Salute to Veterans Banner Project' Group-- Request dated January 8, 2019 RE: To provide an update on the status of the Salute to Veterans Banner Project, including the success of the inaugural season

F. MATTERS SUBJECT TO NOTICE

1. PUBLIC MEETING--ZBA/38/18 Application for Removal of the H – Holding Symbol Donna Mastronardi 1651 Seaciff Dr (County Rd 20) PL 265 Pt. Lot 13 RP, 12R11748 Part 3

R. Brown, Manager of Planning Services

i) Notice of an Intention to Pass an Amending By-law to Remove a Holding Symbol, dated December 17, 2018;

ii) Report of K. Brcic, Town Planner, dated January 2, 2019;

iii) Proposed By-law 1-2019, being a by-law to amend the Comprehensive Zoning By-law for the Town of Kingsville

Recommended Action

It is recommended that Council approve the removal of the Holding (h) symbol on the lands outlined in the amending by-law, in the Town of Kingsville and adopt the implementing by-law.

G. AMENDMENTS TO THE AGENDA

H. ADOPTION OF ACCOUNTS

1. **Town of Kingsville Accounts for the monthly period ended December 31, 2018 being TD cheque numbers 0067446 to 0067752 for a grand total of \$2,542,903.42**

8

Recommended Action

That Council receives Town of Kingsville Accounts for the monthly period ended December 31, 2018 being TD cheque numbers 0067446 to 0067752 for a grand total of \$2,542,903.42.

I. STAFF REPORTS

1. **Cannabis Retail Options**

33

P. Van Mierlo-West, CAO

Recommended Action

It is recommended that the Town of Kingsville Opt in and approve the retail cannabis sales and that the Alcohol and Gaming Commission is notified of this decision immediately;

Or

It is recommended that the Town of Kingsville Opt Out of retail cannabis sales currently and the Alcohol and Gaming Commission is notified of this decision immediately;

It is also recommended that an updated report regarding cannabis retail in the Province of Ontario be brought back to Council within 6 months for further review.

2. **Application for Site Plan Amendment SPA/16/18 by Capogna Flowers Inc. 2078 Talbot Road, Part of Lots 12 & 13, Con 2 ED, Pt. 1, RP 12R 8843 & Pt. 2 and Part of Part 1, RP 12R 24207**

50

R. Brown, Manager of Planning Services

Recommended Action

It is recommended that Council approve site plan amendment application SPA/16/18 for the proposed two-phase addition to an existing greenhouse

operation, subject to the conditions outlined in the amendment to the existing site plan agreement and authorize the Mayor and Clerk to sign the site plan agreement and register said amended agreement on title.

3. Greenhouse Development Standards Update

63

R. Brown, Manager of Planning Services

Recommended Action

It is recommended that Council:

Receive the report on greenhouse development standards for information purposes;

Direct staff to establish an adhoc committee on greenhouse development policy

and standards, membership to be outlined in the Council approved Terms of Reference;

Approve the Terms of Reference outlined for the adhoc committee, and

Direct staff to report back to Council with a draft framework and recommendation on new greenhouse regulations and policy.

4. By-law Appeal Committee

70

R. Baines, Deputy Clerk-Administrative Services

Recommended Action

That Council receives the By-law Appeal Committee report;

And That By-law 5-2019 be adopted;

And That the Terms of Reference for the By-law Appeal Committee be approved;

And That, Council appoint three or five Council members to sit on the By-law Appeal Committee;

And Further That, Council adopt, in principle, an appeal fee of \$100 to be paid by those persons making an appeal, which fee shall be proposed at the next Fees & Charges By-law update.

5. Kingsville Folk Fest 5 year agreement

86

M. Durocher, Parks and Recreation Programs Manager

Recommended Action

That council agree to the terms and conditions of the proposed contract between the Corporation of the Town of Kingsville and the Sun Parlour Folk Music Society and further that council directs administration to enter into the agreement for the proposed term.

6. CWATS 2019 Application

98

T. Del Greco, Manager of Municipal Services

Recommended Action

That Council receives this update with respect to 2018 CWATS construction in the Town of Kingsville and further that Council endorses the 2019 CWATS application for Kings 8.

7. 2018 Road Conditions Assessment 102

T. Del Greco, Manager of Municipal Services

Recommended Action

That Council:

Receive the 2018 Kingsville Road Conditions Assessment as completed by StreetScan;

And that Council receive the information relating to a request for rehabilitation of Olinda Sideroad.

J. BUSINESS/CORRESPONDENCE-ACTION REQUIRED

1. Essex Region Conservation Authority--Correspondence from R. Wyma and S. McMullen RE: 30-day Notice to Member Municipalities RE: 2019 ERCA Draft Budget 144

Recommended Action

That Council receive the Essex Region Conservation Authority draft 2019 Budget and 30-day notice correspondence that a weighted vote will be held at the ERCA Board of Directors meeting on February 21, 2019.

2. Kingsville Striking Committee RE: 2019-2022 Appointments to Boards and Committees for Kingsville 187

Recommended Action

That Council adopt the recommended Board and Committee lay appointments for The Corporation of the Town of Kingsville as presented and that the appropriate by-law be adopted at this Regular Meeting

K. MINUTES OF THE PREVIOUS MEETINGS

1. Inaugural Meeting of Council--December 3, 2018 190

2. Special Meeting of Council (Orientation Session #1)--December 4, 2018 193

3. Regular Meeting of Council--December 10, 2018 196

4. Regular "Closed Session" Meeting of Council--December 10, 2018

5. Special Meeting of Council (Orientation Session #2)--December 11, 2018 206

209

- | | | |
|----|--|-----|
| 6. | Special Meeting of Council--December 17, 2018 | |
| 7. | Special Meeting of Council (Orientation Session #3)--December 18, 2018 | 213 |
| 8. | Special Meeting of Council (Road Tour)--December 19, 2018 | 216 |

Recommended Action

That Council adopts Inaugural Meeting of Council Minutes dated December 3, 2018, Special Meeting of Council Minutes dated December 4, 2018, Regular Meeting of Council Minutes dated December 10, 2018, Regular 'Closed Session' Meeting of Council Minutes dated December 10, 2018, and Special Meeting of Council Minutes dated December 17, 18, and 19, 2018.

L. MINUTES OF COMMITTEES AND RECOMMENDATIONS

- | | | |
|----|--|-----|
| 1. | Union Water Supply System Joint Board of Management - September 27, 2018 | 218 |
|----|--|-----|

Recommended Action

That Council receive Union Water Supply System Joint Board of Management Meeting Minutes dated September 27, 2018

- | | | |
|----|--|-----|
| 2. | Police Services Board - October 24, 2018 | 222 |
|----|--|-----|

Recommended Action

That Council receive Police Services Board Meeting Minutes dated October 24, 2018

- | | | |
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| 3. | Kingsville B.I.A. - November 14, 2018 | 226 |
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Recommended Action

That Council receive Kingsville B.I.A. Meeting Minutes dated November 14, 2018

M. BUSINESS CORRESPONDENCE - INFORMATIONAL

- | | | |
|----|--|-----|
| 1. | John and Laura Mastronardi--Correspondence RE: Kingsville Greenhouses | 230 |
| 2. | MADD Canada--Request for supportive advertisement in MADD Message Yearbook | 233 |
| 3. | Local Authority Services (LAS)--Correspondence from Judy Dezell, Director, dated December 17, 2018 RE: LAS Natural Gas Program-2016-17 Period Reserve Fund Rebate | 237 |
| 4. | City of Hamilton--Correspondence from S. Paparella, Legislative Coordinator, Office of the City Clerk, dated January 3, 2019 RE: Resolution RE: Maintaining the Voters' List for Municipal Elections | 238 |

Recommended Action

That Council receive Business Correspondence - Informational items 1-4.

N. NOTICES OF MOTION

1. Deputy Mayor Queen may move, or cause to have moved:

That the Town of Kingsville opt out of cannabis retail stores.

2. Deputy Mayor Gord Queen may move, or cause to have moved:

That Council be provided a report as to the reason for the delay in removing the 'no parking' signs on the north side of Hillview Crescent just west of Division Road when Council made a clear direction that the only 'no parking' signs were to be on the south side when the changes to the traffic by-law were approved.

3. Councillor Lucier may move, or cause to have moved:

That Administration follow up with both the Ontario Greenhouse Vegetable Growers (OGVG) and the Kingsville Property Owners Group to set up a meeting for further discussion and resolution of concerns identified at the December 10, 2018 Regular Meeting of Council and report back to Council

O. UNFINISHED BUSINESS, ANNOUNCEMENTS AND UPDATES

1. Excerpt of Motion 223-2018 from the March 12, 2018 Regular Meeting of Council Minutes

242

RE: Bainbridge, Nottingham and Oxford Avenues in the Town of Kingsville (Motion 223-2018 deferred until completion of the 2018 Municipal Road Tour) SEE: Agenda Item I-3, being Staff Report of T. Del Greco RE: 2018 Road Conditions Assessment.

P. BYLAWS

1. By-law 109-2018

243

Being a by-law to provide for the replacement of a bridge and subsequent maintenance schedules over the 3rd Concession-Clifford Drain; Roll number 370-07300, in the Town of Kingsville, in the County of Essex (full document available for review in Department of Corporate Services)

To be read a third and final time

2. By-law 1-2019

252

Being a by-law to amend By-law No. 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville (ZBA/38/18; 1651 Seacliff Dr.)

To be read a first, second and third and final time.

3. By-law 2-2019	254
Being a By-law to appoint certain members of Council and individuals to boards and committees	
To be read a first, second and third and final time.	
4. By-law 3-2019	258
Being a By-law to amend By-law 21-2005 as amended, being a By-law to Regulate Traffic and Parking on Highways within the Town of Kingsville	
To be read a first, second and third and final time.	
5. By-law 4-2019	260
Being a by-law to appoint an Alternate Member to the Council of the County of Essex during an absence of the Mayor or Deputy Mayor.	
To be read a first, second and third and final time.	
6. By-law 5-2019	261
Being a By-law to establish a By-law Appeal Committee for appealable decisions under Municipal By-laws	
To be read a first, second and third and final time.	
7. By-law 6-2019	263
Being a By-law appointing members to the Committee of Adjustment for the 2019 calendar year	
To be read a first, second and third and final time.	
Q. CLOSED SESSION	
R. REPORT OUT OF CLOSED SESSION	
S. CONFIRMATORY BY-LAW	
1. By-law 8-2019	264
Being a by-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its January 14, 2019 Regular Meeting of Council	
To be read a first, second and third and final time.	
T. ADJOURNMENT	



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
Phone: (519) 733-2305
www.kingsville.ca

NOTICE OF AN INTENTION TO PASS AN AMENDING BY-LAW TO REMOVE A HOLDING SYMBOL

APPLICATION: ZONING BY-LAW AMENDMENT ZBA/38/18
(Section 36 of the Planning Act, R.S.O. 1990, C.P. 13)
APPLICANT: Donna Mastronardi
LOCATION OF PROPERTY: 1651 Seacliff Dr
ZONING: 'Lakeshore Residential - holding (LR(h))'

TAKE NOTICE that the Council for the Corporation of the Town of Kingsville intends to pass a by-law on **January 14, 2019** to remove the holding symbol on the property described as PL 265 PT LOT 13 RP, 12R11748 Part 3, locally known as 1651 Seacliff Drive (County Rd 20), in the Town of Kingsville (see attached map). The subject property is currently zoned 'Lakeshore Residential - holding (LR(h))'.

THE PROPOSED amendment intends to remove the Holding (h) Symbol from part of the subject property shown on Map 51, Schedule "A" to Comprehensive Zoning By-law 1-2014, as amended. The requested amendment will permit the property owner to proceed with current and future buildings and structures on the property.

A **PUBLIC MEETING** OF COUNCIL has been SCHEDULED to be held on:

WHEN: January 14, 2019
WHERE: Town of Kingsville Municipal Building
TIME: 7:00 p.m.

If you have comments on this application, they may be forwarded by email, or letter mail to the attention of: **Kristina Brcic**, Town of Kingsville, 2021 Division Road North, Town of Kingsville, ON N9Y 2Y9. Comments and opinions submitted on these matters, including your name and address, may become part of the public record and may be viewed by the general public and may be published in a planning report or reproduced in a Council agenda and/or minutes.

ADDITIONAL INFORMATION relating to this matter is available for review at the Kingsville Municipal Office during regular office hours.

DATED AT
THE TOWN OF KINGSVILLE
THIS 17th Day of December, 2018.

Kristina Brcic, MSc, BURPI
Tel: 519-733-2305 (x 249)
Email: kbrcic@kingsville.ca

KEY MAP- ZBA/38/18

Schedule 'A'



1651 Seaclyff Drive (County Rd 20)
PL 265 PT LOT 13 RP, 12R11748 Part 3
Zoning By-law Amendment ZBA/38/18



0 20 40 80 120 160 Meters



Schedule "A", Map 51 of By-law 1-2014 is hereby amended by changing the zone symbol as shown on Schedule 'A' in cross-hatch attached hereto from 'Lakeshore Residential - holding (LR(h))' to 'Lakeshore Residential (LR)'



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
(519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

Date: January 2, 2019

To: Mayor and Council

Author: Kristina Brcic, Town Planner

RE: ZBA/38/18 Application for Removal of the H – Holding Symbol
Donna Mastronardi 1651 Seacliff Dr (County Rd 20)
PL 265 Pt. Lot 13 RP, 12R11748 Part 3

Report No.: PDS 2019-001

AIM

To provide Council with information regarding the request to remove the Holding (h) symbol from the property known as 1651 Seacliff Drive (Country Road 20) in the Town of Kingsville.

BACKGROUND

The Town of Kingsville has received the above-noted applications for lands located on south side of Seacliff Drive. The subject property is designated 'Lakeshore Residential East' by the Official Plan and zoned 'Lakeshore Residential - holding (LR(h))' under the Kingsville Comprehensive Zoning By-law.

The subject property contains a single residential dwelling built in 2013, at which time the holding (H) symbol should have already been removed via Zoning By-law Amendment Application. The owner has since applied for a pool permit which brought the zoning issue to the attention of the current staff in the Planning Department. As a result, the owner was asked to make application to correct the zoning issue and remove the holding symbol on the subject property.

DISCUSSION

The Holding symbol on the subject lands was implemented to address the lack of servicing available for the lands designated Lakeshore Residential East in the Town's Official Plan. The Policies of Section 3.6.3 Lakeshore Residential East state that:

f) full municipal sewage (sanitary and storm) and municipal potable water services are wherever and whenever possible, the preferred means of servicing within the Lakeshore Residential East designation. More specifically, for any Lakeshore Residential East designated lands serviced by full municipal services, all new development must be fully municipally serviced. For designated lands where partial municipal services (i.e. municipal piped water in the absence of municipal sanitary sewers or municipal sanitary sewers in the absence of municipal piped water) exists, development will only be permitted on partial municipal services within the existing designated lands to:

- i. address failed individual on-site sewage and individual on-site water services;
- ii. to allow for infilling and rounding out of existing development between residential lots on the same side of the road provided that the development is within the reserve sewage system and/or reserve water system capacity and
- iii. site conditions are suitable for the long term provision of such services.

In terms of the subject property, the home built in 2013 can be considered a case of infilling between two lots of similar nature. The property is connected to municipal water however is on private septic. The Holding symbol should have been removed prior to the initial building permit release for the house. It is likely that the removal of the holding symbol would have been supported at that time and there are no new planning issues to prevent the removal of the Holding symbol today.

LINK TO STRATEGIC PLAN

Manage residential growth through sustainable planning.

FINANCIAL CONSIDERATIONS

The application fee was waived in this case given this appears to have been an oversight from 2013. The only hard cost incurred by the Town is the circulation of the Notice of Intention that was covered by the Planning Services advertising budget for 2018.

CONSULTATIONS

In accordance to O. Reg 545/06 Subsection 8 of the *Planning Act*, property owners within 120 m of the subject site boundaries received the Notice of Intention to Remove the Holding Zone symbol by mail. The request for lifting of the Holding symbol is subject to Town review and satisfactory completion of the conditions for removal but is not an appealable application under the *Act*.

RECOMMENDATION

It is recommended that Council approve the removal of the Holding (h) symbol on the lands outlined in the amending by-law, in the Town of Kingsville and adopt the implementing by-law.

Kristina Brcic

Kristina Brcic, MSc, BURPI
Town Planner

Robert Brown

Robert Brown, H, Ba, MCIP, RPP
Manager, Planning Services

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW NUMBER 1-2019

***Being a By-law to amend By-law No. 1-2014,
the Comprehensive Zoning By-law for the Town of Kingsville***

WHEREAS By-law No. 1-2014 is the Town's Comprehensive Zoning By-law to regulate the use of land and the character, location and use of buildings and structures in the Town of Kingsville;

AND WHEREAS the Council of the Corporation of the Town of Kingsville deems it expedient and in the best interest of proper planning to further amend By-law No. 1-2014 as herein provided;

AND WHEREAS there is an Official Plan in effect in the Town of Kingsville and this By-law is deemed to be in conformity with the Town of Kingsville Official Plan;

NOW THEREFORE THE COUNCIL FOR THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:

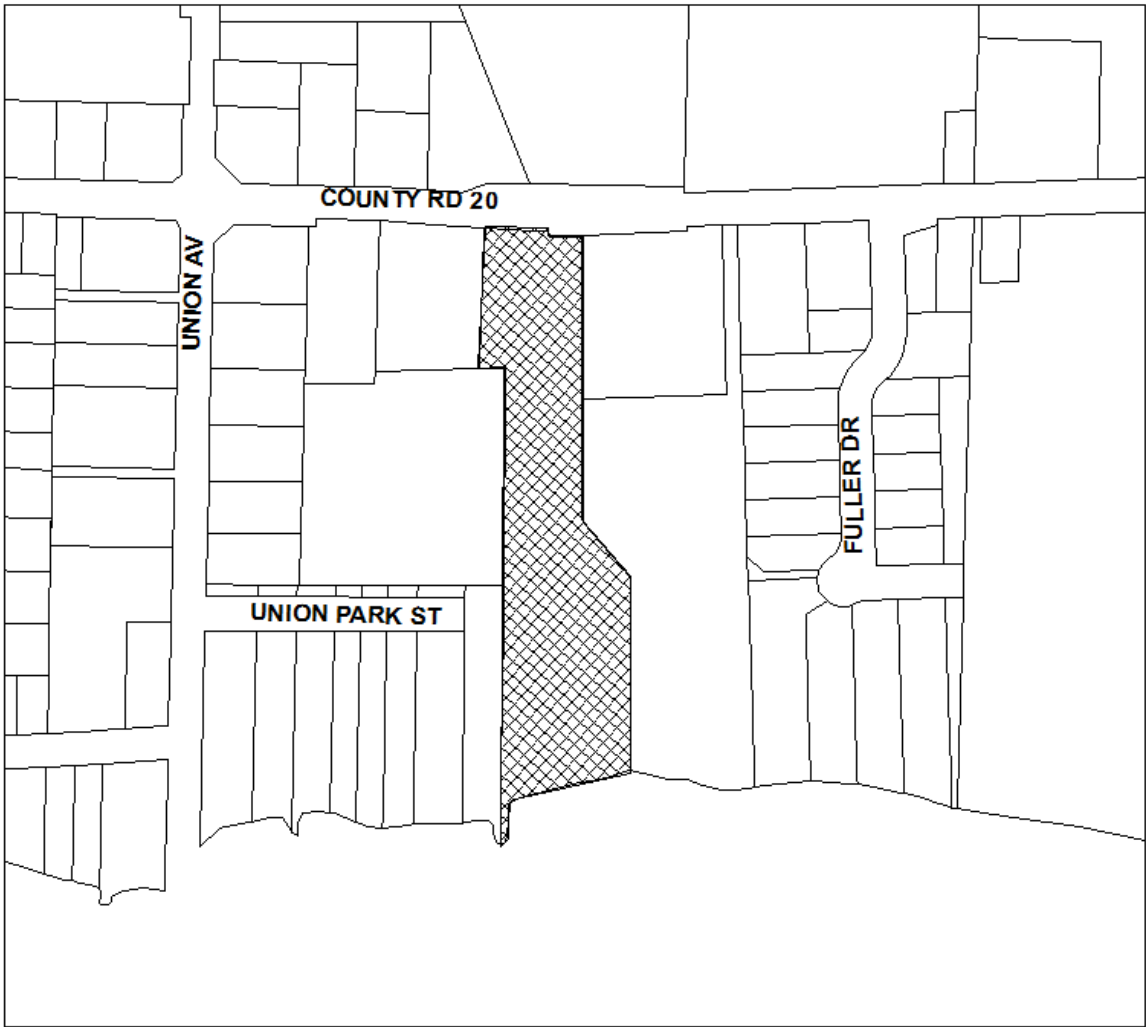
1. Schedule "A", Map 61 of By-law 1-2014 is hereby amended by removing the Holding symbol (h) on lands known municipally as, 1651 Seacliff Drive, PL 265 PT LOT 13 RP, 12R11748 Part 3, as shown on Schedule 'A' in cross-hatch attached hereto from 'Lakeshore Residential - holding (LR(h))' to 'Lakeshore Residential (LR)'.
2. This by-law shall come into force and take effect from the date of passing by Council and shall come into force in accordance with Section 36 of the Planning Act.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 14th DAY OF JANUARY, 2019.

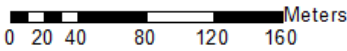
NELSON SANTOS, MAYOR

JENNIFER ASTROLOGO, CLERK

Schedule 'A'



1651 Seacliff Drive (County Rd 20)
PL 265 PT LOT 13 RP, 12R11748 Part 3
Zoning By-law Amendment ZBA/38/18



Schedule "A", Map 61 of By-law 1-2014 is hereby amended by changing the zone symbol as shown on Schedule 'A' in cross-hatch attached hereto from 'Lakeshore Residential - holding (LR(h))' to 'Lakeshore Residential (LR)'



**Town of Kingsville
Council Summary Report
2018**

Cheque Distributions for the Month of:

DECEMBER

Department Summary:

Dept. No.	Department Name	Amount
	Credit Card Transactions	\$ 6,508.76
000	Default - Clearing	\$ 133,677.79
110	Council	\$ 1,919.47
112	General Administration	\$ 85,758.49
114	Information Technology	\$ 10,805.00
120	Animal Control	\$ 400.00
121	Fire	\$ 10,202.97
122	OPP	\$ 261,109.69
124	Building	\$ 3,781.92
130	Transportation - Public Works	\$ 1,118,178.55
131	Sanitation	\$ 15,040.58
151	Cemetery	\$ 1,918.47
170	Arena	\$ 19,776.91
171	Parks	\$ 36,006.94
172	Fantasy of Lights	\$ 3,222.94
173	Marina	\$ 94.29
174	Migration Festival	\$ -
175	Recreation Programs	\$ 21,846.09
176	Communities in Bloom	\$ 32.82
178	Facilities	\$ 595,804.83
180	Planning	\$ 367.19
181	BIA	\$ 35,223.66
184	Accessibility Committee	\$ 172.99
185	Tourism & Economic Development Committee	\$ 469.80
186	Heritage Committee	\$ 1,265.90
201	Environmental - Water	\$ 54,018.88
242	Kingsville/Lakeshore West Wastewater	\$ 118,634.07
243	Cottam Wastewater	\$ 6,664.42

Total of Current Expenditures: \$ 2,542,903.42

**Note HST Rebate details are omitted, but are included in the totals*

Total Number of Current Cheques Issued: 306

Comparison Data: DECEMBER 2017

Total of Approved Expenditures: \$ 1,525,095.04

Total Number of Cheques Issued: 330

** denotes monies to be recouped, billed to third party*

**Council Summary Report
Credit Card Transactions
December 2018**

Cheque Number	Cheque Date	Vendor Name	Description	Account	Amount
67733	12/20/2018	TD Canada Trust - RM Visa	Webinar - De-Escalating	01-112-098-60254	\$ 40.27
67733	12/20/2018	TD Canada Trust - RM Visa	AMCTO MAFP Unit 1 - J Astrologo	01-112-098-60254	\$ 401.95
67733	12/20/2018	TD Canada Trust - RM Visa	Toner	01-112-099-60301	\$ 193.30
67733	12/20/2018	TD Canada Trust - RM Visa	Gift Card - Chuck Hedge	01-112-099-60317	\$ 50.00
67733	12/20/2018	TD Canada Trust - RM Visa	Gift Card - Chuck Hedge	01-112-099-60317	\$ 50.00
67733	12/20/2018	TD Canada Trust - RM Visa	Gift Card - Chuck Hedge	01-112-099-60317	\$ 100.00
67733	12/20/2018	TD Canada Trust - RM Visa	TechReport Writ'g Seminar - AP	01-130-098-60254	\$ 406.80
67733	12/20/2018	TD Canada Trust - RM Visa	Crossing Ctrl Guide	01-130-098-60254	\$ 180.55
67733	12/20/2018	TD Canada Trust - RM Visa	Logbooks	01-170-099-60301	\$ 137.38
67733	12/20/2018	TD Canada Trust - RM Visa	FOL - Controllers	01-172-099-60315	\$ 90.52
67733	12/20/2018	TD Canada Trust - RM Visa	Train - Seatbelts	01-172-099-60316	\$ 452.13
67733	12/20/2018	TD Canada Trust - RM Visa	SOP - Sip & Shop	01-172-099-60625	\$ 300.00
67733	12/20/2018	TD Canada Trust - RM Visa	Sip & Shop	01-172-099-60625	\$ 451.95
67733	12/20/2018	TD Canada Trust - RM Visa	Training - Amanda Keller	01-175-099-60254	\$ 10.00
67733	12/20/2018	TD Canada Trust - RM Visa	Training - Kennedy Laing	01-175-099-60254	\$ 10.00
67733	12/20/2018	TD Canada Trust - RM Visa	Wastewtr Renewal - S Martinho	02-201-098-60254	\$ 145.00
67733	12/20/2018	TD Canada Trust - RM Visa	Safe Drinking Water Training	02-201-098-60254	\$ 648.00
67733	12/20/2018	TD Canada Trust - RM Visa	Safe Dringing Wtr Train'g - Adam	02-201-098-60254	\$ 324.00
67732	12/20/2018	TD Canada Trust - PVMW	Roma Transportation - Training	01-112-098-60254	\$ 193.34
67732	12/20/2018	TD Canada Trust - PVMW	Xmas Party - Decorations	01-112-099-60317	\$ 193.87
67732	12/20/2018	TD Canada Trust - PVMW	Xmas Party - Place Cards	01-112-099-60317	\$ 27.14
67732	12/20/2018	TD Canada Trust - PVMW	Xmas Party - Place Cards	01-112-099-60317	\$ 26.37
67732	12/20/2018	TD Canada Trust - PVMW	Xmas Party - Games	01-112-099-60317	\$ 81.35
67732	12/20/2018	TD Canada Trust - PVMW	Xmas Party - Favour Boxes	01-112-099-60317	\$ 22.65
67732	12/20/2018	TD Canada Trust - PVMW	Budget Meeting	01-112-099-60317	\$ 112.32
67732	12/20/2018	TD Canada Trust - PVMW	Xmas Party - Party Favours	01-112-099-60317	\$ 773.38
67732	12/20/2018	TD Canada Trust - PVMW	FOL Parade Candy	01-172-099-60634	\$ 125.22
67732	12/20/2018	TD Canada Trust - PVMW	FOL - Candy & Kids Activities	01-172-099-60634	\$ 134.04
67732	12/20/2018	TD Canada Trust - PVMW	FOL - Candy & Kids Activities	01-172-099-60634	\$ 417.16
67732	12/20/2018	TD Canada Trust - PVMW	Holiday Inn - N Cobby Mrkt Init	01-185-099-63104	\$ 252.34
67732	12/20/2018	TD Canada Trust - PVMW	ECDEV Marketing Initiatives	01-185-099-63104	\$ 157.73
TD Canada Trust - NS Visa					\$ -
Total Credit Card Transactions					\$ 6,508.76

**Town of Kingsville
 Council Summary Report**

Ranges: From:
 Vendor ID: First
 Vendor Name: First
 Cheque Date: 12/1/2018
 Sorted By: Cheque Number

To:
 Last
 Last
 12/31/2018

Distribution Types Included: PURCH

Cheque Number	Cheque Date	Vendor Name	Description	Amount
Total For Department				\$0.00
<u>000</u>	-			
0067471	✕ 12/12/2018	Arbor Tree Care	TREE REMOVAL - 464 WATERVIEW 01-000-006-13199	\$1,800.00
0067473	✕ 12/12/2018	Barrineti Construction	REF DEP-1961 ROAD 3E SPA/16/16 01-000-020-22225	\$210.79
0067474	✕ 12/12/2018	Bartlet & Richardes LLP	OVR PYMT - TAX CERT 160 CTY34E 01-000-099-60348	\$20.00
0067478	✕ 12/12/2018	Bondy, Riley, Koski	SITE PLAN REG SPA/02/18 01-000-020-22266	\$339.66
0067478	✕ 12/12/2018	Bondy, Riley, Koski	SITE PLAN REG - SPA/17/18 01-000-020-22312	\$365.15
0067478	✕ 12/12/2018	Bondy, Riley, Koski	BY-LAW REG 107-2018 CE862135 01-000-020-22302	\$334.57
0067483	✕ 12/12/2018	CSH - HCN	REF G983 PAID TWICE IN ERROR 01-000-006-13199	\$465.42
0067510	✕ 12/12/2018	Golder Associates	SERVICES - JASPERSON RD 01-000-006-13112	\$4,960.80
0067512	✕ 12/12/2018	James & Carolyn Henderson	REFUND OVRPYMT - 290-06640 01-000-031-21418	\$1,742.00
0067518	✕ 12/12/2018	I.B.E.W. #636	REMITTANCE 01-000-000-21006	\$802.31
0067518	✕ 12/12/2018	I.B.E.W. #636	REMITTANCE 01-000-000-21006	\$1,488.60
0067521	✕ 12/12/2018	Kingsville Gosfield Heritage	3 SETS OF BOOKS 01-000-030-21376	\$105.00
0067522	✕ 12/12/2018	Kingsville Fire Fighter Assoc	REMITTANCE 01-000-000-21014	\$584.00
0067545	✕ 12/12/2018	Pro Bid Contractors Ltd.	OBSTRUCTION 7TH CON DR 01-000-023-14080	\$1,424.64
0067545	✕ 12/12/2018	Pro Bid Contractors Ltd.	DRAIN MTC - GRAINGER DRAIN 01-000-023-14080	\$3,968.64
0067545	✕ 12/12/2018	Pro Bid Contractors Ltd.	DRAIN MTC - 7 CONC DRAIN 01-000-023-14080	\$4,252.55
0067548	✕ 12/12/2018	Paul Repko	SCHOOL (PLAN DIGSITE) 01-000-006-13112	\$864.96
0067551	✕ 12/12/2018	Rood Engineering Inc.	LOYST DRAIN 01-000-023-14080	\$2,223.45
0067557	✕ 12/12/2018	Shilson Excavation & Trucking I	LOYST DRAIN - PAYMENT #2 01-000-023-14080	\$2,182.75
0067557	✕ 12/12/2018	Shilson Excavation & Trucking I	DEVEL SPOIL 01-000-023-14080	\$763.20

Town of Kingsville Council Summary Report

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067557 ✕	12/12/2018	Shilson Excavation & Trucking I	CULVERT REPLACEMENT-EMERGENCY 01-000-023-14080	\$15,423.95
0067557 ✕	12/12/2018	Shilson Excavation & Trucking I	REMOVE DRAINAGE OBSTRUCTION 01-000-023-14080	\$1,007.42
0067557 ✕	12/12/2018	Shilson Excavation & Trucking I	LEVL SPOIL-COTAM SDR BR/7CONDR 01-000-023-14080	\$407.04
0067557 ✕	12/12/2018	Shilson Excavation & Trucking I	REMOVE OBSTRUCTION-GRAHAM SDRD 01-000-023-14080	\$773.38
0067557 ✕	12/12/2018	Shilson Excavation & Trucking I	REMOVE OBSTRUCTION - ORTON DR 01-000-023-14080	\$356.16
0067557 ✕	12/12/2018	Shilson Excavation & Trucking I	REPAIR BANK FAILURE-CLIFFORDDR 01-000-023-14080	\$2,309.95
0067557 ✕	12/12/2018	Shilson Excavation & Trucking I	REPAIR BANK FAILURE-NO 5 DR 01-000-023-14080	\$5,589.67
0067557 ✕	12/12/2018	Shilson Excavation & Trucking I	MCDONALD DR PROTECTION 01-000-023-14080	\$3,088.41
0067557 ✕	12/12/2018	Shilson Excavation & Trucking I	REMOVE OBSTRUCTION-PATTERSON D 01-000-023-14080	\$1,058.30
0067557 ✕	12/12/2018	Shilson Excavation & Trucking I	REMOVE BLOCKAGE-IRWIN DRAIN 01-000-023-14080	\$1,857.12
0067562 ✕	12/12/2018	Stantec Consulting Ltd.	CROMOS GROWING-DEVELM'T REVIEW 01-000-006-13199	\$3,737.61
0067562 ✕	12/12/2018	Stantec Consulting Ltd.	BOEMBERRY-EXPECTED REVIEW 01-000-006-13199	\$3,737.61
0067562 ✕	12/12/2018	Stantec Consulting Ltd.	GREAT NORTHERN - EXPANSION REV 01-000-006-13199	\$3,693.87
0067562 ✕	12/12/2018	Stantec Consulting Ltd.	H&A MATRONARDI FARMS-REVIEW 01-000-006-13199	\$3,824.28
0067563 ✕	12/12/2018	Jason Stiers	DEP REFUND - 9 KATIE CR 01-000-000-21410	\$1,000.00
0067570 ✕	12/12/2018	Timmins Martelle Heritage Cons	STAGE 3 CSP 01-000-006-13112	\$436.30
0067582	12/12/2018	Workplace Safety & Insurance E	REMITTANCE 01-000-000-21007	\$25,994.18
0067599 ✕	12/13/2018	RC Spencer Associates Inc.	ROAD 11 EAST WATERMAIN 01-000-006-13201	\$9,020.25
0067608 ✕	12/20/2018	Tyler Abbott	DEP REFUND - 1838 TALBOT RD 01-000-000-21410	\$1,000.00
0067620 ✕	12/20/2018	Bondy, Riley, Koski	SITE PLAN REG - SPA/12/18 01-000-020-22299	\$333.67
0067622 ✕	12/20/2018	Patrick Brooker	DEP REFUND - 131 PRINCE ALBERT 01-000-000-21410	\$1,000.00
0067624 ✕	12/20/2018	Kevin Cardoso	DEP REFUND - 1697 NOAH CRT 01-000-000-21410	\$1,000.00
0067642 ✕	12/20/2018	Desiree Elachkar	DEP REFUND - 274 COUNTY RD34W 01-000-000-21410	\$1,000.00
0067653 ✕	12/20/2018	Dorothy Gumiela	DEP REFUND - 109 COUNTY RD 34E 01-000-000-21410	\$1,000.00
0067657 ✕	12/20/2018	I.B.E.W. #636	REMITTANCE 01-000-000-21006	\$787.35
0067661 ✕	12/20/2018	Kingsville Gosfield Heritage	3 SETS OF BOOKS 01-000-030-21376	\$105.00
0067662 ✕	12/20/2018	Kingsville Fire Fighter Assoc	REMITTANCE 01-000-000-21014	\$584.00
0067666 ✕	12/20/2018	Jacob Klassen	DEP REFUND - 177 COUNTY RD 34E 01-000-000-21410	\$1,000.00
0067669 ✕	12/20/2018	Michael Laba	1 REFUND-ELECTION NOMINATION FEE 01-000-031-21420	\$100.00

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Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067671	X 12/20/2018	John Lein	REFUND-ELECTION NOMINATION FEE 01-000-031-21420	\$100.00
0067675	X 12/20/2018	Laura Lucier	REFUND-ELECTION NOMINATION FEE 01-000-031-21420	\$100.00
0067679	X 12/20/2018	Krysta Markham	DEP REFUND- 1303 PATRICIA BLVD 01-000-000-21410	\$1,000.00
0067681	X 12/20/2018	Ryan McLeod	PC-UNION DUES V SAWATZKY 01-000-000-21006	\$2.80
0067682	X 12/20/2018	Mike PcPhee	DEP REFUND - 431 ROAD 10 E 01-000-000-21410	\$1,000.00
0067685	X 12/20/2018	Minister of Finance (Fynbo)	CLAIM NO. SC-17-58242 01-000-000-21016	\$85.14
0067692	X 12/20/2018	Noah Homes	DEP REFUND - 123 HERITAGE RD 01-000-000-21410	\$1,000.00
0067695	X 12/20/2018	HYDRO ONE	INDUSTRIAL PARK STREETLIGHT 01-000-006-13199	\$2,034.69
0067700	X 12/20/2018	Larry Patterson	REFUND-ELECTION NOMINATION FEE 01-000-031-21420	\$100.00
0067703	X 12/20/2018	Petretta Construction Inc	DEP REFUND - 410 MAIN ST E 01-000-000-21410	\$1,000.00
0067704	X 12/20/2018	Phasor Industrial	STREETLIGHT - JASPERSON RD 01-000-006-13199	\$724.97
0067712	X 12/20/2018	RC Spencer Associates Inc.	ROAD 11 EAST WATERMAIN 01-000-006-13201	\$2,889.86
0067714	X 12/20/2018	Relax Pools and Spas (2010 inc	DEP REFUND - 9 DI MENNA DR 01-000-000-21410	\$1,000.00
0067721	X 12/20/2018	Al Sauve	DEP REFUND - 42 DIVISION ST N 01-000-000-21410	\$1,000.00
0067730	X 12/20/2018	Stantec Consulting Ltd.	SUNVALLEY - WTR FLOW CTRL SYS 01-000-006-13199	\$1,516.32

Total For Department 000

\$133,677.79

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0067568	12/12/2018	Telus Mobility	CELL PHONES - NOV 28-DEC 27/18 01-110-099-60327	\$45.79
0067681	12/20/2018	Ryan McLeod	PC-RETIREMENT CAKE AJ'S 01-110-099-60317	\$140.00
0067696	12/20/2018	Ontario Greenhouse Vegetable	COMMUNITY ENGAGEMENT SEMINAR 01-110-099-60300	\$1,500.00
0067711	12/20/2018	Gord Queen	MILEAGE - NOV 30 & DEC 14 01-110-101-60253	\$33.68
0067728	12/20/2018	South Essex Community Counc	TOAST TO CHANGE GALA TIXS 01-110-099-60300	\$200.00

Total For Department 110

\$1,919.47

112

0067457	12/5/2018	Minister of Finance (MTO)	2019 TOWN VEHICLE LICENSING 01-112-006-12085	\$15,837.75
0067472	12/12/2018	Roberta Baines	12 MILEAGE 01-112-099-60400	\$65.08

Town of Kingsville Council Summary Report

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067482	12/12/2018	Chapman Signs	NEW COUNCILLOR NAME PLATES 01-112-099-60317	\$87.72
0067484	12/12/2018	Cintas Canada Limited	TOWN HALL- MAT SERVICE 01-112-099-60315	\$81.69
0067486	12/12/2018	Natalie Cobby	MILEAGE NOV9 - NOV 12/18 01-112-099-60400	\$274.64
0067488	12/12/2018	Compugen Inc.	TREASURY COPIES 01-112-099-60311	\$660.97
0067488	12/12/2018	Compugen Inc.	CAO COPIES 01-112-099-60311	\$1.28
0067489	12/12/2018	Corp. of the County of Essex	GIS CONTRACTS & MAINT - 2019 01-112-006-12085	\$734.96
0067493	12/12/2018	Culligan Water	WATER COOLER - LUNCH ROOM 01-112-099-60311	\$28.44
0067496	12/12/2018	Data Fix	2018 MUNICIPAL ELECTION 01-112-099-60325	\$5,795.29
0067502	12/12/2018	Elegant Touch	LINEN RENTAL-CHRISTMAS PARTY 01-112-099-60317	\$1,562.07
0067505	12/12/2018	Ernie's TV and Appliances	TOWN HALL - DISHWASHER 01-112-099-60358	\$711.30
0067508	12/12/2018	Essex Free Press	AD-DEC COUNCIL MEETINGS 01-112-099-60306	\$197.24
0067513	12/12/2018	Hicks Morley Hamilton Stewart	LEGAL FEES 01-112-099-60319	\$91.58
0067513	12/12/2018	Hicks Morley Hamilton Stewart	LEGAL FEES 01-112-099-60319	\$415.18
0067513	12/12/2018	Hicks Morley Hamilton Stewart	LEGAL FEES 01-112-099-60319	\$543.91
0067514	12/12/2018	Homewood Health Inc	EMPLOYEE ASSISTANCE SERVICES 01-112-006-12085	\$1,489.77
0067520	12/12/2018	Karry and Laba	REF-TAX CERT 278 CHERRYWOOD 01-112-066-41210	\$75.00
0067530	12/12/2018	Shaun Martinho	LICENSE PLATE RENEWALS - FLEET 01-112-006-12085	\$2,280.00
0067534	12/12/2018	Ministry of Finance (Tile Loan)	TITLE DEBENTURE 113-2015 01-112-006-12085	\$6,793.40
0067538	12/12/2018	Ontario Building Officials Associ	2019 MEMBERSHIP - R DEVEER 01-112-006-12085	\$321.56
0067540	12/12/2018	HYDRO ONE	2021 DIVISION ADMIN #J027150 01-112-099-60314	\$2,397.38
0067541	12/12/2018	Ontario BIA Association	2019 MEMBERSHIP FEE 01-112-006-12085	\$224.71
0067547	12/12/2018	Receiver General for Canada Si	CEDAR BEACH S#4555-2019 RENT 01-112-006-12085	\$500.00
0067558	12/12/2018	Shred-It International ULC	RECORDS ARCHIVE DESTRUCTION 01-112-099-60317	\$162.97
0067560	12/12/2018	Melissa Sooley	REIMBUSRE 50% - MAP UNIT 1 01-112-006-12085	\$183.17
0067565	12/12/2018	Sun Parlour Chapter OBOA	OBOA 2018 MEMBERSHIP 01-112-099-60320	\$100.00
0067568	12/12/2018	Telus Mobility	CELL PHONES - NOV 28-DEC 27/18 01-112-099-60327	\$212.22
0067569	12/12/2018	Thomson Reuters Canada	WESTLAW SUBSCRIPTION 01-112-099-60320	\$118.68
0067572	12/12/2018	Town of Lakeshore	ADVERTISING - 2018 ELECTION 01-112-099-60325	\$3,614.00
0067576	12/12/2018	Peggy Van Mierlo-West	MILEAGE SEPT 25 - NOV 30/18 01-112-099-60400	\$339.43

Town of Kingsville Council Summary Report

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067576	12/12/2018	Peggy Van Mierlo-West	VARIOUS EXPENSES 01-112-099-60317	\$11.96
0067576	12/12/2018	Peggy Van Mierlo-West	VARIOUS EXPENSES 01-112-099-60317	\$3.38
0067576	12/12/2018	Peggy Van Mierlo-West	VARIOUS EXPENSES 01-112-098-60254	\$8.77
0067576	12/12/2018	Peggy Van Mierlo-West	VARIOUS EXPENSES 01-112-098-60254	\$130.00
0067576	12/12/2018	Peggy Van Mierlo-West	VARIOUS EXPENSES 01-112-098-60254	\$149.00
0067587	12/13/2018	ClaimsPro Inc.	Insurance - Hartleib 01-112-099-60313	\$1,199.90
0067591	12/13/2018	Kercz International Ltd	MGMT DEVELOPMENT ASSESSMENT 01-112-099-60326	\$3,943.20
0067597	12/13/2018	Ontario Building Officials Associ	2019 MEMBERSHIP - M OLEWSKI 01-112-006-12085	\$321.56
0067597	12/13/2018	Ontario Building Officials Associ	2019 MEMBERSHIP - R. FRIAS 01-112-006-12085	\$321.56
0067597	12/13/2018	Ontario Building Officials Associ	2019 MEMBERSHIP - P VALORE 01-112-006-12085	\$321.56
0067603	12/13/2018	Sims Publications Incorporated	AD-PUB NOTICE COMMITTEES/BOARDS 01-112-099-60306	\$192.33
0067603	12/13/2018	Sims Publications Incorporated	AD-DEC COUNCIL MEETINGS 01-112-099-60306	\$192.33
0067604	12/13/2018	Southpoint Publishing Inc	NOVEMBER ADS 01-112-099-60306	\$491.50
0067609	12/20/2018	Advance Business Systems	SERVICE - FOLDER MACHINE 01-112-099-60308	\$127.20
0067614	12/20/2018	Applied Computer Solutions Inc	BLOCK OF SERVICE HOURS 01-112-006-12085	\$954.00
0067614	12/20/2018	Applied Computer Solutions Inc	BLOCK OF SERVICE HOURS 01-112-006-12085	\$1,272.00
0067619	12/20/2018	Bell Canada	2021 DIVISION (PIPE) 01-112-099-60327	\$559.68
0067619	12/20/2018	Bell Canada	2021 DIVISION RD N 01-112-099-60327	\$646.98
0067621	12/20/2018	Stacey Brock	COUNCIL PHOTOGRAPHER FEE 01-112-099-60317	\$150.00
0067627	12/20/2018	Cintas Canada Limited	TOWN HALL - MATS 01-112-099-60315	\$81.69
0067631	12/20/2018	Compugen Finance Inc.	TOWN HALL - COPIER LEASE 01-112-099-60311	\$768.94
0067647	12/20/2018	FastSigns	NOTICE SIGNS 01-112-006-12085	\$413.14
0067652	12/20/2018	Global Leasing	PHOTOCOPIER LEASE-FEB-APR 2019 01-112-006-12085	\$887.84
0067665	12/20/2018	Kings Landing Catering	XMAS PARTY FOOD,ROOM+ALCOHOL 01-112-099-60317	\$10,828.88
0067670	12/20/2018	The Law Society of Upper Cana	2019 MEMBERSHIP - ASTROLOGO 01-112-006-12085	\$2,239.74
0067681	12/20/2018	Ryan McLeod	PC-VERNONS 360 INTERVIEW 01-112-098-60254	\$14.50
0067681	12/20/2018	Ryan McLeod	PC-REFRESHMENTS ELECTIONS 01-112-099-60325	\$19.73
0067681	12/20/2018	Ryan McLeod	PC-DRY CLEAN TABLE CLOTH 01-112-099-60317	\$25.44
0067681	12/20/2018	Ryan McLeod	PC-GC CHUCK HEDGE 25YRS 01-112-099-60317	\$100.00

**Town of Kingsville
 Council Summary Report**

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067681	12/20/2018	Ryan McLeod	PC-INVITE PAPER XMAS PARTY 01-112-099-60317	\$30.43
0067681	12/20/2018	Ryan McLeod	PC-PARKING S KITCHEN 01-112-099-60400	\$9.00
0067683	12/20/2018	Mettawas Station	COUNCIL ORIENTATION LUNCH 01-112-099-60317	\$340.90
0067686	12/20/2018	Momma Bear's Bakery	INNAUGURAL COUNCIL MEETING 01-112-099-60317	\$152.64
0067688	12/20/2018	Mudmen Inc	HIGHLAND GAMES - 2019 01-112-006-12085	\$1,000.00
0067690	12/20/2018	New Designs Flowers & Gifts	FLOWERS - P VOURAKES 01-112-099-60317	\$85.94
0067691	12/20/2018	N.J. Peralta Engineering Ltd.	TRAINING-CONST LAW TIM/SHAUN 01-112-006-12085	\$3,332.86
0067693	12/20/2018	Ontario Association of Fire Chie	2019 MEMBERSHIP- CHUCK PARSONS 01-112-006-12085	\$260.61
0067693	12/20/2018	Ontario Association of Fire Chie	2019 MEMBERSHIP- JEFFREY DEAN 01-112-006-12085	\$260.61
0067698	12/20/2018	Otis Canada, Inc.	ELEVATOR - 12/01/18-02/28/19 01-112-006-12085	\$1,177.68
0067705	12/20/2018	Pipers' & Pipe Band Society of C	HIGHLAND GAMES - 2019 01-112-006-12085	\$1,000.00
0067715	12/20/2018	Ricci, Enns, Rollier & Setteringtr	FIRST TIME ATTENDANCE 12-1358 01-112-099-60319	\$610.81
0067716	12/20/2018	R. Moir Cleaning Service	CLEANING - TOWN HALL 01-112-099-60341	\$2,442.24
0067719	12/20/2018	Rural Ontario Municipal Associa	2019 CONF REGISTRATION 01-112-006-12085	\$1,831.68
0067725	12/20/2018	Sims Publications Incorporated	BUSINESS CARDS - LAURA LUCIER 01-112-099-60301	\$86.50
0067725	12/20/2018	Sims Publications Incorporated	BUSINESS CARDS - K DEYONG 01-112-099-60301	\$86.50
0067734	12/20/2018	Thomson Reuters Canada	SUBSCRIPTION - NOV 2018 01-112-099-60320	\$118.68
0067736	12/20/2018	Tri-County Copiers Plus	COPIES 01-112-099-60311	\$134.82
0067739	12/20/2018	Union Gas Limited	2021 DIVISION RD N TOWN HALL 01-112-099-60314	\$386.10
0067741	12/20/2018	Vernon's Tap & Grill	COUNCIL ORIENTATION 01-112-099-60317	\$132.29

Total For Department 112 \$85,758.49

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0067470	12/12/2018	Applied Computer Solutions Inc	CISCO GEAR MTCE CONTRACT 01-114-099-60309	\$166.12
0067470	12/12/2018	Applied Computer Solutions Inc	SERVICE WORK - NOVEMBER 01-114-099-60310	\$763.20
0067506	12/12/2018	eSolutionsGroup Limited	WEB HOSTING COSTS 01-114-099-60309	\$672.08
0067506	12/12/2018	eSolutionsGroup Limited	WEB HOSTING COSTS 01-114-099-60309	\$6,563.52
0067507	12/12/2018	ESRI Canada Limited	CITYWORKS TRAINING - GIS 01-114-098-60254	\$1,770.62

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Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067517	12/12/2018	Tony Iacobelli	MILEAGE - NOV 8 & 27, 2018 01-114-099-60400	\$71.82
0067568	12/12/2018	Telus Mobility	CELL PHONES - NOV 28-DEC 27/18 01-114-099-60327	\$91.58
0067614	12/20/2018	Applied Computer Solutions Inc	SERVICE CALL 01-114-099-60310	\$381.60
0067656	12/20/2018	Tony Iacobelli	ERGONOMIC MOUSE 01-114-099-60302	\$35.79
0067656	12/20/2018	Tony Iacobelli	REPLACEMENT/SPARE HARD DRIVES 01-114-099-60302	\$194.85
0067680	12/20/2018	MC Business Solutions Ltd	PLOTTER INK CARTRIDGE 01-114-099-60308	\$93.82
Total For Department			114	\$10,805.00
<u>120</u>	-			
0067579	12/12/2018	Windsor Essex County Humane	STRAY CATS - OCT 2018 01-120-280-60125	\$200.00
0067579	12/12/2018	Windsor Essex County Humane	STRAY CATS - NOVEMBER 2018 01-120-280-60125	\$50.00
0067746	12/20/2018	Windsor Essex County Humane	CAT VOUCHER PROGRAM 01-120-280-60377	\$50.00
0067746	12/20/2018	Windsor Essex County Humane	CAT VOUCHER PROGRAM 01-120-280-60377	\$50.00
0067746	12/20/2018	Windsor Essex County Humane	CAT VOUCHER PROGRAM 01-120-280-60377	\$50.00
Total For Department			120	\$400.00
<u>121</u>	-			
0067477	12/12/2018	Laurie Bilokraly	COFFEE - 2018 EXERCISE 01-121-100-60755	\$29.82
0067484	12/12/2018	Cintas Canada Limited	FIRE - MAT SERVICE 01-121-099-60315	\$70.67
0067484	12/12/2018	Cintas Canada Limited	FIRE - MAT SERVICE 01-121-099-60315	\$40.56
0067495	12/12/2018	Darch Fire	UNIT 123 - REAR DOOR SEALS 01-121-099-60316	\$856.73
0067495	12/12/2018	Darch Fire	UNIT 218 - RESEAL AMDOR DOORS 01-121-099-60316	\$338.81
0067497	12/12/2018	Jeff Dean	LUNCH-WORKING AT HEIGHTS CRSE 01-121-072-60118	\$10.47
0067503	12/12/2018	E.L.K. Energy Inc	120 FOX ST 01-121-099-60314	\$222.15
0067511	12/12/2018	Gosfield North Communications	COTTAM FIRE HALL 01-121-099-60327	\$126.46
0067515	12/12/2018	Sean Humenny	LUNCH-WORKING WITH HEIGHTS CRS 01-121-072-60118	\$8.94
0067519	12/12/2018	Inland Liferafts & Marine Limited	FIRE - SPECIALTY TEAM EQUIP 01-121-099-60756	\$238.38
0067526	12/12/2018	Levitt-Safety	CO CALIBRATION 01-121-099-60315	\$76.97

**Town of Kingsville
 Council Summary Report**

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067556	12/12/2018	Dorothy Shepley (fire)	JANITORIAL 01-121-099-60341	\$333.33
0067568	12/12/2018	Telus Mobility	CELL PHONES - NOV 28-DEC 27/18 01-121-099-60327	\$157.73
0067573	12/12/2018	Troy Life & Fire Safety Ltd.	FIRE ST N - ANNUAL INSPECTION 01-121-099-60315	\$605.47
0067573	12/12/2018	Troy Life & Fire Safety Ltd.	FIRE ST S - ANNUAL INSPECTION 01-121-099-60315	\$605.47
0067603	12/13/2018	Sims Publications Incorporated	RELEASE FORMS 01-121-099-60301	\$170.96
0067610	12/20/2018	A.J. Stone Company Ltd.	SCBA FLOW TEST 01-121-099-60316	\$3,286.34
0067612	12/20/2018	Allstream Business Inc	FIRE EMERG CALLS - 733-2399 01-121-099-60327	\$41.83
0067627	12/20/2018	Cintas Canada Limited	FIRE - MATS 01-121-099-60315	\$40.56
0067627	12/20/2018	Cintas Canada Limited	FIRE - MATS 01-121-099-60315	\$70.67
0067636	12/20/2018	Jeff Dean	REFRESHMENTS - STRUCTURE 01-121-099-60317	\$43.94
0067637	12/20/2018	DeLage Landen	FIRE - COPIER LEASE 01-121-099-60311	\$151.53
0067648	12/20/2018	Fire Safety by Moose Inc	EXTINGUISHER RECHARGE 01-121-099-60317	\$307.57
0067649	12/20/2018	Fisher's Regalia & Uniform Ac	BAR & EPAULETTES 01-121-072-60216	\$120.62
0067695	12/20/2018	HYDRO ONE	1720 DIVISION RD N 01-121-099-60314	\$648.56
0067699	12/20/2018	Chuck Parsons	EMO FIELD OFFICE+CHIEF MEETING 01-121-099-60317	\$29.96
0067699	12/20/2018	Chuck Parsons	CHIEF&DEPUTY CHIEF MEETING 01-121-099-60317	\$31.17
0067729	12/20/2018	Southwest Diesel Service Inc	UNIT 215 - REPLACED BATTERY 01-121-099-60316	\$495.24
0067739	12/20/2018	Union Gas Limited	120 FOX ST 01-121-099-60314	\$393.40
0067739	12/20/2018	Union Gas Limited	1720 DIVISION RD N 01-121-099-60314	\$565.23
0067747	12/20/2018	Windsor Factory Supply	FIRE HOSE 01-121-100-60352	\$30.47
0067752	12/20/2018	Xerox Canada Ltd.	FIRE - COPIES 01-121-099-60311	\$52.96

Total For Department 121

\$10,202.97

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0067466	12/12/2018	Absolute Canadian	OPP WATER 01-122-099-60317	\$52.15
0067484	12/12/2018	Cintas Canada Limited	OPP - MAT SERVICE 01-122-099-60315	\$81.17
0067503	12/12/2018	E.L.K. Energy Inc	41 DIVISION ST S 01-122-099-60314	\$415.54
0067511	12/12/2018	Gosfield North Communications	OPP - TALBOT ST COTTAM 01-122-099-60327	\$135.88

**Town of Kingsville
 Council Summary Report**

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067533	12/12/2018	Minister of Finance (OPP)	OPP RIDE PROGRAM -OVERTIME 01-122-072-60122	\$1,413.60
0067533	12/12/2018	Minister of Finance (OPP)	OPP RIDE PROGRAM - NOV 24/18 01-122-072-60122	\$1,413.60
0067550	12/12/2018	Ricoh Canada	COPIER LEASE - OPP 01-122-099-60311	\$292.13
0067571	12/12/2018	Town of Kingsville (water)	41 DIVISION ST S 01-122-099-60314	\$235.98
0067627	12/20/2018	Cintas Canada Limited	OPP - MATS 01-122-099-60315	\$81.17
0067684	12/20/2018	Minister of Finance (OPP)	OPP RIDE PROGRAM - DEC 2/18 01-122-072-60122	\$1,413.60
0067684	12/20/2018	Minister of Finance (OPP)	OPP CONTRACT - NOVEMBER/18 01-122-072-60120	\$253,599.00
0067716	12/20/2018	R. Moir Cleaning Service	CLEANING - COTTAM OPP 01-122-099-60341	\$203.52
0067716	12/20/2018	R. Moir Cleaning Service	CLEANING - K'VILLE OPP 01-122-099-60341	\$1,424.64
0067739	12/20/2018	Union Gas Limited	41 DIVISION ST S 01-122-099-60314	\$347.71

Total For Department 122 \$261,109.69

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0067465	12/7/2018	City of Windsor	FIRE PROTECT CRSE - M OLEWSKI 01-124-098-60254	\$600.00
0067509	12/12/2018	Rob Frias	WORK BOOTS - R FRIAS 01-124-099-60347	\$141.94
0067536	12/12/2018	Michael Olewski	BOOTS - MIKE OLEWSKI 01-124-099-60347	\$201.47
0067544	12/12/2018	Preview Inspections and Consul	CONTRACTED SERVICES - BLDG 01-124-072-60120	\$1,546.75
0067561	12/12/2018	Speedprint Inc.	OFFICE SUPPLIES 01-124-099-60301	\$154.10
0067566	12/12/2018	Talbot Marketing Inc.	UNIFORMS 01-124-072-60216	\$602.71
0067568	12/12/2018	Telus Mobility	CELL PHONES - NOV 28-DEC 27/18 01-124-099-60327	\$183.17
0067680	12/20/2018	MC Business Solutions Ltd	BLDG DEPT - COPIES 01-124-099-60301	\$171.62
0067681	12/20/2018	Ryan McLeod	PC - REFRESHM'TS BLDG DPT MEET 01-124-098-60254	\$29.81
0067681	12/20/2018	Ryan McLeod	PC-REFRESHM'TS BLDG DEPT 01-124-098-60254	\$38.20
0067681	12/20/2018	Ryan McLeod	PC-REG MAIL BLDG DEPT 01-124-099-60305	\$26.70
0067740	12/20/2018	Peter Valore	SAFETY SUPPLIES 01-124-099-60347	\$85.45

Total For Department 124 \$3,781.92

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Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067471	12/12/2018	Arbor Tree Care	STUMP REMOVAL - 185 SUMAC 01-130-099-60426	\$1,322.88
0067487	12/12/2018	Coco Paving Inc	DIVISION RD S MILL AND PAVE 01-130-360-71837	\$315,672.84
0067491	12/12/2018	County Wide Tree Service	TREE REMOVAL - 1435 UNION AVE 01-130-099-60426	\$4,945.53
0067498	12/12/2018	Dillon Consulting	BRIDGE#46-CULVERT REPLACEMENT 01-130-360-71827	\$3,076.94
0067498	12/12/2018	Dillon Consulting	BRIDGE#503-CULVERT REPLACEMENT 01-130-360-71828	\$4,890.31
0067498	12/12/2018	Dillon Consulting	BRIDGE#18-REHABILITATION 01-130-360-71825	\$3,112.66
0067499	12/12/2018	D.L.M. Emissions Testing	E-TESTING FOR FLEET 01-130-099-60345	\$378.22
0067500	12/12/2018	Dominion Tree Service Inc	TREE REMOVAL-185 SUMAC 01-130-099-60426	\$3,561.60
0067501	12/12/2018	D&T Auto	DW SHRINK TUBES 01-130-099-60316	\$13.38
0067501	12/12/2018	D&T Auto	HITCH PINS FOR PLOWS 01-130-099-60316	\$31.65
0067503	12/12/2018	E.L.K. Energy Inc	DIVISION TRAFFIC LIIGHTS 01-130-110-60402	\$108.86
0067503	12/12/2018	E.L.K. Energy Inc	JASPERSON TRAFFIC LIGHTS 01-130-110-60402	\$139.94
0067503	12/12/2018	E.L.K. Energy Inc	SPRUCE TRAFFIC LIGHTS 01-130-110-60402	\$139.93
0067503	12/12/2018	E.L.K. Energy Inc	SANTOS&MAIN TRAFFIC LIGHTS 01-130-110-60402	\$24.45
0067503	12/12/2018	E.L.K. Energy Inc	390 MAIN ST E TRAFFIC LIGHTS 01-130-110-60402	\$55.83
0067503	12/12/2018	E.L.K. Energy Inc	WIGLE TRAFFIC LIGHTS 01-130-110-60402	\$40.72
0067503	12/12/2018	E.L.K. Energy Inc	STREET LIGHTS - COTTAM 01-130-114-60412	\$1,180.32
0067503	12/12/2018	E.L.K. Energy Inc	ST LIGHTS - KINGSVILLE 01-130-114-60412	\$5,657.15
0067510	12/12/2018	Golder Associates	SERVICES - MCCALLUM DR CULVERT 01-130-360-71828	\$1,422.81
0067510	12/12/2018	Golder Associates	SERVICES-CULVERT PATTERSON DR 01-130-360-71745	\$659.35
0067510	12/12/2018	Golder Associates	SERVICES - MATERIALS TESTING 01-130-360-71837	\$2,499.15
0067510	12/12/2018	Golder Associates	SERVICES-WTRMAIN REPLC/RDCON 01-130-360-71744	\$1,212.67
0067524	12/12/2018	Landscape Effects Group	CATCH BASINS ON PINEWAY 01-130-141-60439	\$3,459.84
0067525	12/12/2018	Leamington Int. Trucks	13-03 ABS MODULE 01-130-099-60316	\$346.50
0067529	12/12/2018	Lucier Glove & Safety Products	WINTER & STCK BULK GLOVES 01-130-099-60347	\$268.52
0067531	12/12/2018	Mark's Commercial	BOOTS - FRED FULLER 01-130-072-60216	\$163.82
0067540	12/12/2018	HYDRO ONE	STREETLIGHTS - MUCCI DR 01-130-114-60412	\$23.33
0067540	12/12/2018	HYDRO ONE	STREETLIGHTS - KRATZ 01-130-114-60412	\$4.22
0067540	12/12/2018	HYDRO ONE	STREETLIGHTS - ROAD 3E 01-130-114-60412	\$4.22

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Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067540	12/12/2018	HYDRO ONE	STREETLIGHTS-REGENT ST 01-130-114-60412	\$29.68
0067540	12/12/2018	HYDRO ONE	STREETLIGHTS - WOODLAND 01-130-114-60412	\$60.26
0067546	12/12/2018	Queens Auto Supply	SHOP STOCK-TUBE BUTT CON 01-130-099-60335	\$105.20
0067553	12/12/2018	Sam's Service Facility	11-01 OIL CHANGE & SERVICE 01-130-099-60316	\$94.91
0067557	12/12/2018	Shilson Excavation & Trucking I	ROADSIDE OBSTRUCTION 01-130-141-60429	\$987.07
0067557	12/12/2018	Shilson Excavation & Trucking I	DRAINAGE WORK-RSIDE AT LAGOONS 01-130-141-60429	\$8,239.76
0067562	12/12/2018	Stantec Consulting Ltd.	PARK ST - CONS SERVICES 01-130-360-71744	\$21,553.73
0067564	12/12/2018	StreetScan Canada ULC	ROAD CONDITION ASSESSMENT 01-130-360-71840	\$27,147.92
0067567	12/12/2018	Target Building Materials Ltd.	GLASS BEADS FOR LINE PAINT 01-130-110-60401	\$228.96
0067568	12/12/2018	Telus Mobility	CELL PHONES - NOV 28-DEC 27/18 01-130-099-60327	\$45.79
0067568	12/12/2018	Telus Mobility	CELL PHONES - NOV 28-DEC 27/18 01-130-099-60327	\$457.92
0067577	12/12/2018	Waddick Fuels	UNLD GAS 01-130-099-60340	\$971.93
0067577	12/12/2018	Waddick Fuels	CLEAR ULS 01-130-099-60340	\$1,182.34
0067577	12/12/2018	Waddick Fuels	DYED ULS 01-130-099-60340	\$241.18
0067599	12/13/2018	RC Spencer Associates Inc.	ESSELTIN TRIBUNAL HEARING 01-130-360-71547	\$2,907.79
0067599	12/13/2018	RC Spencer Associates Inc.	MAIN ST E TRAFFIC IMPACT STUDY 01-130-360-71836	\$6,980.73
0067599	12/13/2018	RC Spencer Associates Inc.	ESSELTIN TRIBUNAL HEARING 01-130-360-71547	\$3,541.25
0067613	12/20/2018	Erica Allen	REFRESHMENTS-SNOW PLOW TRAIN'G 01-130-098-60254	\$94.46
0067615	12/20/2018	Association of Ontario Road Su	SNOW PLOW TRAINING 01-130-098-60254	\$904.75
0067625	12/20/2018	Cedar Creek Landscaping	GRASS CUTTING - OCTOBER 2018 01-130-141-60429	\$1,801.15
0067626	12/20/2018	Chapman Signs	PLAQUES - WIGLE/VANASPRT 01-130-099-60424	\$597.00
0067626	12/20/2018	Chapman Signs	PLAQUE - BATTRAM MEMORIAL 01-130-099-60424	\$467.47
0067632	12/20/2018	County Wide Tree Service	TREE REMOVAL - 68 CTY RD 27 01-130-099-60426	\$1,204.84
0067632	12/20/2018	County Wide Tree Service	TREE REMOVAL-WELLINGTON UNION 01-130-099-60426	\$1,109.18
0067632	12/20/2018	County Wide Tree Service	TREE REMOVAL - 958 ERIE AVE 01-130-099-60426	\$407.04
0067633	12/20/2018	Coxon's Sales and Rentals Ltd	CONTAINER LEASE 01-130-114-60413	\$4,039.87
0067638	12/20/2018	Dillon Consulting	BRIDGE#503-COLVERT REPLACEMENT 01-130-360-71828	\$435,101.41
0067650	12/20/2018	Fluid Basics Inc	CALIBRATE SALTERS - 2018 01-130-122-60420	\$2,300.41
0067655	12/20/2018	Hurricane SMS Inc	20 FLUSH CATHC BASIN - GRAHAMSDRD 01-130-099-60452	\$1,831.68

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Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067695	12/20/2018	HYDRO ONE	MCCRACKEN/SEACLIFF STREETLIGHT 01-130-114-60413	\$812.90
0067712	12/20/2018	RC Spencer Associates Inc.	ESSELTINE TRIBUNAL HEARING 01-130-360-71547	\$14,029.64
0067712	12/20/2018	RC Spencer Associates Inc.	MAIN ST E TRAFFIC IMPACT STUDY 01-130-360-71836	\$8,524.94
0067720	12/20/2018	Sam's Service Facility	13-05 - SERVICE BLOWER 01-130-099-60316	\$367.69
0067726	12/20/2018	S.L.R.Contracting Group Inc	RD10 BRIDGE OVR PATTERSON DR 01-130-360-71745	\$211,843.84
0067738	12/20/2018	Truax Lumber	ROLL OF BIGO PIPE 01-130-141-60439	\$33.15
0067739	12/20/2018	Union Gas Limited	2021 DIVISION GARAGE 01-130-099-60314	\$207.43
0067739	12/20/2018	Union Gas Limited	2021 DIVISION RD N-PW GARAGE 01-130-099-60314	\$351.57
0067743	12/20/2018	Viking Cives Ltd.	13-03 - AIR VALVE 01-130-099-60316	\$194.20
0067744	12/20/2018	Waddick Fuels	CLEAR ULS 01-130-099-60340	\$54.61
0067744	12/20/2018	Waddick Fuels	DYED ULS 01-130-099-60340	\$124.71
0067744	12/20/2018	Waddick Fuels	UNLD GAS 01-130-099-60340	\$1,070.98
0067751	12/20/2018	Wood Environment & Infrastruc	ROAD 11 BRIDGE 18 REPLACEMENT 01-130-360-71825	\$1,509.57

Total For Department 130 \$1,118,178.55

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0067748	12/20/2018	Windsor Disposal Services Ltd.	YARD WASTE - NOV/18 01-131-400-60382	\$15,040.58
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Total For Department 131 \$15,040.58

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0067492	12/12/2018	Delys Cowan	KTOWN PURCH PLOT SEC P-PLOT28 01-151-066-41802	\$715.00
0067503	12/12/2018	E.L.K. Energy Inc	GREENHILL CEMETERY 01-151-099-60314	\$18.17
0067508	12/12/2018	Essex Free Press	AD - CEMETERY BY-LAW 01-151-099-60306	\$178.92
0067516	12/12/2018	Hutchins Monuments	GRACELAND - OPENING 01-151-072-60121	\$600.00
0067571	12/12/2018	Town of Kingsville (water)	GREENHILL CEMETERY 01-151-099-60314	\$87.55
0067604	12/13/2018	Southpoint Publishing Inc	NOVEMBER ADS 01-151-099-60306	\$237.00
0067739	12/20/2018	Union Gas Limited	MILL ST CEMETERY 01-151-099-60314	\$81.83

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Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
Total For Department 151				\$1,918.47
<u>170</u>	-			
0067467	12/12/2018	Accurate Fire Equipment Serv	ARENA - HEAT LINKS 01-170-099-60315	\$120.00
0067468	12/12/2018	Allstream Business Inc	ARENA - FAX/DEBIT 01-170-099-60327	\$82.06
0067468	12/12/2018	Allstream Business Inc	ARENA/CARNEIGE ELEVATOR 01-170-099-60327	\$41.00
0067481	12/12/2018	BSM Technologies Ltd (formerly	P&R - FLEET TRACKING 01-170-099-60327	\$47.50
0067484	12/12/2018	Cintas Canada Limited	ARENA - MATS 01-170-099-60315	\$48.80
0067527	12/12/2018	Linde Canada Limited 15687	ARENA - PROPANE 01-170-099-60340	\$133.17
0067527	12/12/2018	Linde Canada Limited 15687	ARENA - PROPANE 01-170-099-60340	\$135.84
0067528	12/12/2018	Loblaw Inc.	ARENA - VENDING SUPPLIES 01-170-154-60446	\$82.85
0067531	12/12/2018	Mark's Commercial	SAFETY BOOTS - RYAN SPITZ 01-170-072-60216	\$62.99
0067531	12/12/2018	Mark's Commercial	BOOTS - CELINE DAMPHOUSE 01-170-072-60216	\$111.99
0067531	12/12/2018	Mark's Commercial	RAIN BOOTS - CELINE DAMPHOUSE 01-170-072-60216	\$55.36
0067532	12/12/2018	Merchant Paper Company	ARENA - SUPPLIES 01-170-099-60335	\$251.39
0067532	12/12/2018	Merchant Paper Company	ARENA - GENERAL SUPPLIES 01-170-099-60335	\$204.85
0067537 *	12/12/2018	Shannon Olson	RFND DEP DEC 5 - SHANNON OLSON 01-170-006-12063	\$150.00
0067540	12/12/2018	HYDRO ONE	ARENA COMPLEX 01-170-099-60315	\$12,372.78
0067549	12/12/2018	Resurface Corp	BLADE PROTECTION (OLYMPIA) 01-170-099-60316	\$86.65
0067568	12/12/2018	Telus Mobility	CELL PHONES - NOV 28-DEC 27/18 01-170-099-60327	\$457.92
0067573	12/12/2018	Troy Life & Fire Safety Ltd.	ARENA - ANNAUL INSPECTION 01-170-099-60315	\$650.00
0067616	12/20/2018	B&T Waechter Holdings Ltd (Cc	RAINSUIT 01-170-072-60216	\$139.99
0067623	12/20/2018	BSM Technologies Ltd (formerly	FLEET TRACKING 01-170-099-60327	\$47.50
0067627	12/20/2018	Cintas Canada Limited	ARENA - MATS 01-170-099-60315	\$48.80
0067629	12/20/2018	Cogeco	1741 JASPERSON 01-170-099-60327	\$110.44
0067635	12/20/2018	Culligan Water	WATER COOLER - ARENA 01-170-099-60315	\$27.95
0067643	12/20/2018	Electrical Wholesale Supp.	BATTERIES 01-170-099-60315	\$377.25
0067643	12/20/2018	Electrical Wholesale Supp.	BATTERY 01-170-099-60315	\$210.00

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 Council Summary Report**

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067659	12/20/2018	Jutzi Water Technologies (D.H.	ARENA - EQUIPMENT RENTAL 01-170-099-60318	\$75.00
0067673	12/20/2018	Limelight & Electric	BULBS 01-170-099-60315	\$124.88
0067673	12/20/2018	Limelight & Electric	BULBS & BALLASTS 01-170-099-60315	\$566.63
0067674	12/20/2018	Loblaw Inc.	REFRESHMENTS - MEETING 01-170-098-60254	\$8.14
0067674	12/20/2018	Loblaw Inc.	STOCK - VENDING MACHINE 01-170-154-60446	\$48.05
0067689	12/20/2018	Nella Cutlery (Hamilton) Inc.	BLADE SHARPENING 01-170-099-60316	\$30.00
0067697	12/20/2018	Orkin Canada Corporation	PEST CONTROL 01-170-099-60315	\$87.50
0067718	12/20/2018	Rona Inc	CEILING TILE 01-170-099-60315	\$60.74
0067723	12/20/2018	Security One Alarm Systems	ALARM SYSTEM - 1741 JASPERSON 01-170-099-60315	\$117.47
0067731	12/20/2018	Sunparlour Locksmiths	KEYS 01-170-099-60315	\$25.50
0067736	12/20/2018	Tri-County Copiers Plus	COPIES 01-170-099-60301	\$91.96
0067737	12/20/2018	Troy Life & Fire Safety Ltd.	PAVILION - ANNUAL INSPECTION 01-170-099-60315	\$240.00
0067737	12/20/2018	Troy Life & Fire Safety Ltd.	RUTHVEN LIB-ANNUAL INSPECTION 01-170-099-60315	\$220.00
0067738	12/20/2018	Truax Lumber	CAP & PROJECTOR SCREEN 01-170-099-60315	\$2.49
0067739	12/20/2018	Union Gas Limited	1741 JASPERSON LANE 01-170-099-60314	\$1,994.57
0067745	12/20/2018	Warkentin Plumbing	PIPING 01-170-099-60315	\$16.68
0067749	12/20/2018	Kelly Wolters	PC-CLEANING SUPPLIES 01-170-099-60335	\$10.22

Total For Department 170 \$19,776.91

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0067468	12/12/2018	Allstream Business Inc	LIONS HALLS 01-171-159-60327	\$41.00
0067468	12/12/2018	Allstream Business Inc	PARK PAVILION 01-171-155-60327	\$44.30
0067468	12/12/2018	Allstream Business Inc	ARENA/CARNEIGE ELEVATOR 01-171-171-60327	\$47.98
0067503	12/12/2018	E.L.K. Energy Inc	28 DIVISION ST S 01-171-171-60314	\$193.06
0067503	12/12/2018	E.L.K. Energy Inc	124 FOX - RIDGEVIEW PARK 01-171-176-60314	\$140.86
0067503	12/12/2018	E.L.K. Energy Inc	21 MILL ST - LIONS HALL 01-171-159-60314	\$276.85
0067503	12/12/2018	E.L.K. Energy Inc	21 MILL ST - LIONS HALL 01-171-159-60314	\$16.07
0067503	12/12/2018	E.L.K. Energy Inc	315 QUEEN ST - METER CAB 01-171-099-60314	\$21.57

Town of Kingsville Council Summary Report

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067503	12/12/2018	E.L.K. Energy Inc	315 QUEEN ST - PAVILION 01-171-155-60314	\$110.42
0067503	12/12/2018	E.L.K. Energy Inc	37 BEECH ST (42 MIAN) 01-171-172-60314	\$158.83
0067503	12/12/2018	E.L.K. Energy Inc	QUEEN ST - NE CORNER 01-171-099-60314	\$17.21
0067503	12/12/2018	E.L.K. Energy Inc	QUEEN ST NW CORNER 01-171-099-60314	\$17.96
0067503	12/12/2018	E.L.K. Energy Inc	122 FOX ST 01-171-173-60314	\$192.46
0067503	12/12/2018	E.L.K. Energy Inc	169 CTY RD 34 W (COTTAM ROTARY 01-171-099-60314	\$52.94
0067503	12/12/2018	E.L.K. Energy Inc	103 PARK ST 01-171-135-60314	\$51.81
0067552	12/12/2018	Ryder Material Handling ULC	EQUIPMENT REPAIR 01-171-099-60316	\$1,125.96
0067552	12/12/2018	Ryder Material Handling ULC	EQUIPMENT REPAIR 01-171-099-60316	\$470.04
0067571	12/12/2018	Town of Kingsville (water)	37 BEECH ST 01-171-172-60314	\$83.03
0067571	12/12/2018	Town of Kingsville (water)	21 MILL ST - LIONS HALL 01-171-159-60314	\$142.03
0067571	12/12/2018	Town of Kingsville (water)	28 DIVISION ST S 01-171-171-60314	\$54.63
0067571	12/12/2018	Town of Kingsville (water)	LAKESIDE PARK WASHROOMS 01-171-099-60314	\$155.14
0067571	12/12/2018	Town of Kingsville (water)	LAKESIDE PARK PAVILION 01-171-155-60314	\$716.68
0067573	12/12/2018	Troy Life & Fire Safety Ltd.	LIONS HALL - ANNUAL INSPECTION 01-171-159-60315	\$240.00
0067574	12/12/2018	Union Gas Limited	313 QUEEN ST 01-171-155-60314	\$141.86
0067606	12/20/2018	1797465 Ontario Limited	PORT RENTAL 01-171-099-60318	\$432.48
0067617	12/20/2018	Alan Batke	PLANTERS-COTTAM/TWN HALL/OPP 01-171-150-60344	\$343.69
0067617	12/20/2018	Alan Batke	PLANTERS - TOWN HALL 01-171-150-60344	\$61.06
0067625	12/20/2018	Cedar Creek Landscaping	GRASS CUTTING - OCTOBER 2018 01-171-072-60120	\$14,567.95
0067632	12/20/2018	County Wide Tree Service	TREE REMOVALS - COTTAM PARK 01-171-099-60339	\$4,151.81
0067641	12/20/2018	Economy Rental Centre	RENTAL - AIR COMPRESSOR 01-171-099-60318	\$468.10
0067646	12/20/2018	Essex County Library	SHARED COSTS - Q3 2018 01-171-175-60314	\$652.29
0067681	12/20/2018	Ryan McLeod	PC-TIN BUCKETS DUCK BOXES 01-171-099-60315	\$16.30
0067695	12/20/2018	HYDRO ONE	1741 JASPERSON LANE 01-171-177-60314	\$152.87
0067704	12/20/2018	Phasor Industrial	ELECTRICAL - LAKESIDE PARK 01-171-155-60315	\$611.56
0067706	12/20/2018	Playpower Lt Canada Inc.	PLANTERS 01-171-150-60344	\$5,782.43
0067708	12/20/2018	Practica	DOGGY BAGS 01-171-099-60335	\$291.81
0067716	12/20/2018	R. Moir Cleaning Service	CLEANING - UNICO 01-171-172-60315	\$400.00

**Town of Kingsville
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Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067716	12/20/2018	R. Moir Cleaning Service	CLEANING - CARNEGIE 01-171-171-60315	\$1,221.12
0067717	12/20/2018	Larry Rocheleau	MILEAGE 01-171-099-60400	\$59.68
0067720	12/20/2018	Sam's Service Facility	18-05 - SERVICE 01-171-099-60316	\$135.51
0067724	12/20/2018	Shilson Excavation & Trucking I	TOP SOIL 01-171-099-60315	\$361.25
0067738	12/20/2018	Truax Lumber	DRYWALL COMPOUND 01-171-175-60315	\$12.20
0067739	12/20/2018	Union Gas Limited	28 DIVISION ST S 01-171-171-60314	\$36.80
0067739	12/20/2018	Union Gas Limited	124 FOX ST 01-171-176-60314	\$177.99
0067739	12/20/2018	Union Gas Limited	21 MILL ST LIONS HALL 01-171-159-60314	\$523.21
0067739	12/20/2018	Union Gas Limited	37 BEECH ST 01-171-172-60314	\$202.56
0067739	12/20/2018	Union Gas Limited	122 FOX ST 01-171-173-60314	\$500.86
0067742	12/20/2018	Vertechs Elevators Ontario Inc.	ELEVATOR MAINTENANCE 01-171-171-60315	\$330.72
Total For Department 171				\$36,006.94
<u>172</u>	-			
0067482	12/12/2018	Chapman Signs	SIGNS - SIP & SHOP 01-172-099-60306	\$486.41
0067508	12/12/2018	Essex Free Press	AD - DINNER WITH SANTA 01-172-099-60306	\$177.52
0067634	12/20/2018	CTV Two Windsor	FOL - ADVERTISING 01-172-099-60306	\$1,260.81
0067651	12/20/2018	Gillett Sheet Metal Inc.	SQ TUBING 01-172-099-60315	\$468.10
0067667	12/20/2018	Bonnie Kozma	BREAKFAST WITH SANTA-NOV25/18 01-172-099-60625	\$200.00
0067667	12/20/2018	Bonnie Kozma	SANTA DINNER/SIP & SHOP 01-172-099-60631	\$150.00
0067667	12/20/2018	Bonnie Kozma	SANTA DINNER/SIP & SHOP 01-172-099-60623	\$150.00
0067674	12/20/2018	Loblaw Inc.	FOL, SIP & SHOP, TRAIN ETC 01-172-099-60625	\$218.52
0067718	12/20/2018	Rona Inc	FOL - CABLE TIE 01-172-099-60316	\$49.85
0067738	12/20/2018	Truax Lumber	FOL - PARTS 01-172-099-60316	\$38.31
0067749	12/20/2018	Kelly Wolters	PC-FOL WINE GLASSES 01-172-099-60625	\$10.18
0067749	12/20/2018	Kelly Wolters	PC-FOL DECORATIONS 01-172-099-60315	\$13.24
Total For Department 172				\$3,222.94

**Town of Kingsville
 Council Summary Report**

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
<u>173</u>	-			
0067468	12/12/2018	Allstream Business Inc	BOAT RAMP-599 CEDAR DR 01-173-099-60327	\$44.30
0067583	12/12/2018	XPlornet Communications Inc	MARINA - EQUIPMENT RENTAL 01-173-099-60327	\$49.99
Total For Department 173				\$94.29
<u>175</u>	-			
0067660	12/20/2018	Amanda Keller	MILEAGE - NOVEMBER 2018 01-175-099-60400	\$37.14
0067687	12/20/2018	Monteith Brown Planning Consl	P&R - MASTER PLAN UPDATE 01-175-360-71851	\$12,640.79
0067687	12/20/2018	Monteith Brown Planning Consl	P&R - MASTER PLAN UPDATE 01-175-360-71851	\$4,428.31
0067725	12/20/2018	Sims Publications Incorporated	ACTIVITY GUIDES 01-175-099-60626	\$2,343.02
0067725	12/20/2018	Sims Publications Incorporated	ACTIVITY GUIDES 01-175-099-60644	\$2,343.02
0067749	12/20/2018	Kelly Wolters	PC - MOVIE ON THE BEACH 01-175-099-60628	\$6.94
0067749	12/20/2018	Kelly Wolters	PC - TOAST TO KINGSVILLE 01-175-099-60628	\$7.93
0067749	12/20/2018	Kelly Wolters	PC - 55+ DANCE 01-175-099-60632	\$4.86
0067749	12/20/2018	Kelly Wolters	PC-TOAST TO KINGSVILLE 01-175-099-60628	\$6.35
0067749	12/20/2018	Kelly Wolters	PC-BABYSITTING CRSE SUPPLIES 01-175-099-60627	\$15.53
0067749	12/20/2018	Kelly Wolters	PC-BABYSITTING CRSE SUPPLIES 01-175-099-60627	\$12.20
Total For Department 175				\$21,846.09
<u>176</u>	-			
0067749	12/20/2018	Kelly Wolters	PC-CIB LUNCH 01-176-099-60652	\$32.82
Total For Department 176				\$32.82
<u>178</u>	-			
0067487	12/12/2018	Coco Paving Inc	FIRE - ASPHALT REPAIRS 01-178-360-71858	\$17,299.19
0067504	12/12/2018	Elmara Construction Co. Limite	GROVEDALE HOUSE 01-178-360-71630	\$578,505.64

Town of Kingsville Council Summary Report

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
Total For Department 178				\$595,804.83
<u>180</u>	-			
0067479	12/12/2018	Kristina Brcic	TRAVEL - OACA SEMINAR (GUELPH) 01-180-099-60254	\$321.40
0067568	12/12/2018	Telus Mobility	CELL PHONES - NOV 28-DEC 27/18 01-180-099-60327	\$45.79
Total For Department 180				\$367.19
<u>181</u>	-			
0067446	12/5/2018	2 Waves	BIA BATCH #5 - 2018 01-181-028-20216	\$150.00
0067447	12/5/2018	Butcher of Kingsville	BIA BATCH #5 - 2018 01-181-028-20216	\$670.00
0067448	12/5/2018	Cindy's Home and Garden	BIA BATCH #5 - 2018 01-181-028-20216	\$420.00
0067449	12/5/2018	Colour Wheel Home Center	BIA BATCH #5 - 2018 01-181-028-20216	\$1,000.00
0067450	12/5/2018	Dr. Mark Olivito & Associates	BIA BATCH #5 - 2018 01-181-028-20216	\$4,200.00
0067451	12/5/2018	Erie Shores Rehabilitation Inc.	BIA BATCH #5 - 2018 01-181-028-20216	\$100.00
0067452	12/5/2018	Ernie's TV and Appliances	BIA BATCH #5 - 2018 01-181-028-20216	\$500.00
0067453	12/5/2018	Kingsville Golf and Country	BIA BATCH #5 - 2018 01-181-028-20216	\$2,730.00
0067454	12/5/2018	Kingsville I.D.A. Pharmacy	BIA BATCH #5 - 2018 01-181-028-20216	\$1,390.00
0067455	12/5/2018	Main West	BIA BATCH #5 - 2018 01-181-028-20216	\$830.00
0067456	12/5/2018	Main Street Pharmacy	BIA BATCH #5 - 2018 01-181-028-20216	\$10.00
0067458	12/5/2018	Momma Bear's Bakery	BIA BATCH #5 - 2018 01-181-028-20216	\$110.00
0067459	12/5/2018	Movati Athletic	BIA BATCH #5 - 2018 01-181-028-20216	\$210.00
0067460	12/5/2018	New Designs Flowers & Gifts	BIA BATCH #5 - 2018 01-181-028-20216	\$210.00
0067461	12/5/2018	The Sanctuary Gifts and Books	BIA BATCH #5 - 2018 01-181-028-20216	\$50.00
0067462	12/5/2018	Simpson Orthotics	BIA BATCH #5 - 2018 01-181-028-20216	\$450.00
0067463	12/5/2018	Towne Emporium	BIA BATCH #5 - 2018 01-181-028-20216	\$530.00
0067464	12/5/2018	Vernon's Tap & Grill	BIA BATCH #5 - 2018 01-181-028-20216	\$530.00
0067475	12/12/2018	Christina Bedal	OFFICE SUPPLIES 01-181-099-60301	\$15.06
0067475	12/12/2018	Christina Bedal	27 OFFICE SUPPLIES 01-181-099-60301	\$68.15

Town of Kingsville Council Summary Report

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067475	12/12/2018	Christina Bedal	BUSINESS CARDS 01-181-099-60301	\$28.47
0067485	12/12/2018	Cindy's Home and Garden	PLANTERS x 37 & CLOCK DECOR 01-181-170-60839	\$3,388.61
0067523	12/12/2018	Kingsville Food Bank	DONATION FROM BIA 01-181-099-60317	\$500.00
0067584	12/13/2018	A & A Flooring	BIA BATCH #6 - 2018 01-181-028-20216	\$1,330.00
0067585	12/13/2018	Butcher of Kingsville	BIA BATCH #6 - 2018 01-181-028-20216	\$270.00
0067586	12/13/2018	Cindy's Home and Garden	BIA BATCH #6 - 2018 01-181-028-20216	\$310.00
0067588	12/13/2018	Colour Wheel Home Center	BIA BATCH #6 - 2018 01-181-028-20216	\$430.00
0067589	12/13/2018	Dan McCall's Custom Jewellery	BIA BATCH #6 - 2018 01-181-028-20216	\$110.00
0067590	12/13/2018	Flower Fashions	BAI BATCH #6 - 2018 01-181-028-20216	\$400.00
0067592	12/13/2018	Kingsville I.D.A. Pharmacy	BIA BATCH #6 - 2018 01-181-028-20216	\$340.00
0067593	12/13/2018	Mary Kathryns Ladies Shop	BIA BATCH #6 - 2018 01-181-028-20216	\$130.00
0067594	12/13/2018	Mettawas Station	BIA BATCH #6 - 2018 01-181-028-20216	\$1,050.00
0067596	12/13/2018	My Cousin's Closet	BIA BATCH #6 - 2018 01-181-028-20216	\$1,260.00
0067598	12/13/2018	Pelee Island Winery	BIA BATCH #6 - 2018 01-181-028-20216	\$1,300.00
0067600	12/13/2018	Red Apple Store 52967	BIA BATCH #6 - 2018 01-181-028-20216	\$140.00
0067601	12/13/2018	Sam's Shell	BIA BATCH #6 - 2018 01-181-028-20216	\$720.00
0067602	12/13/2018	The Sanctuary Gifts and Books	BIA BATCH #6 - 2018 01-181-028-20216	\$20.00
0067602	12/13/2018	The Sanctuary Gifts and Books	BIA BATCH #6 - 2018 01-181-028-20216	\$130.00
0067605	12/13/2018	Tangles Hair and Spa	BIA BACTH #6 - 2018 01-181-028-20216	\$220.00
0067607	12/20/2018	2 Waves	BIA BATCH #7 - 2018 01-181-028-20216	\$60.00
0067611	12/20/2018	Aleksander Estate Winery	BIA BATCH #7 - 2018 01-181-028-20216	\$1,160.00
0067618	12/20/2018	Christina Bedal	CUTOMER HERO FRAMES & PENS 01-181-099-60301	\$13.48
0067618	12/20/2018	Christina Bedal	MILEAGE NOV 30/18 01-181-099-60317	\$16.84
0067619	12/20/2018	Bell Canada	BIA INTERNET 01-181-099-60327	\$34.60
0067619	12/20/2018	Bell Canada	BIA PHONE 01-181-099-60327	\$103.04
0067628	12/20/2018	Cindy's Home and Garden	BIA BATCH #7 - 2018 01-181-028-20216	\$400.00
0067630	12/20/2018	Colour Wheel Home Center	BIA BATCH #7 - 2018 01-181-028-20216	\$310.00
0067639	12/20/2018	Dr. R. D. Mastonardi & Dr. J. O'h	BIA BATCH #7 - 2018 01-181-028-20216	\$300.00
0067640	12/20/2018	Dutch Boys Chocolate	BIA BATCH #7 - 2018 01-181-028-20216	\$260.00

**Town of Kingsville
 Council Summary Report**

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067645	12/20/2018	Ernie's TV and Appliances	BIA BATCH #7 - 2018 01-181-028-20216	\$470.00
0067658	12/20/2018	Jack's Gastropub & Inn 31	BIA BATCH #7 - 2018 01-181-028-20216	\$2,050.00
0067663	12/20/2018	Kingsville Golf and Country	BIA BATCH #7 - 2018 01-181-028-20216	\$140.00
0067664	12/20/2018	Kingsville I.D.A. Pharmacy	BIA BATCH #7 - 2018 01-181-028-20216	\$350.00
0067676	12/20/2018	Main Street Pharmacy	BIA BATCH #7 - 2018 01-181-028-20216	\$20.00
0067677	12/20/2018	Malott's Guardian Pharmacy	BIA BATCH #7 - 2018 01-181-028-20216	\$140.00
0067678	12/20/2018	Mary Kathryns Ladies Shop	BIA BATCH #7 - 2018 01-181-028-20216	\$390.00
0067683	12/20/2018	Mettawas Station	BIA BATCH #7 - 2018 01-181-028-20216	\$1,070.00
0067702	12/20/2018	Pelee Island Winery	BIA BATCH #7 - 2018 01-181-028-20216	\$210.00
0067707	12/20/2018	Postmedia Network Inc	ADVERTISING 01-181-170-60838	\$775.41
0067713	12/20/2018	Red Apple Store 52967	BIA BATCH #7 - 2018 01-181-028-20216	\$100.00
0067741	12/20/2018	Vernon's Tap & Grill	BIA BATCH #7 - 2018 01-181-028-20216	\$270.00
0067745	12/20/2018	Warkentin Plumbing	BIA BATCH #7 - 2018 01-181-028-20216	\$330.00

Total For Department 181 \$35,223.66

184 -

0067654	12/20/2018	Hall Telecommunications Suppl	TEXTNET PHONE LINE 01-184-099-63300	\$172.99
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Total For Department 184 \$172.99

185 -

0067476	12/12/2018	Bell Canada	BIA TOLL FREE 01-185-099-60327	\$12.18
0067535	12/12/2018	Myron Smarter Business Gifts	WAVE KEYRINGS 01-185-099-63103	\$273.74
0067561	12/12/2018	Speedprint Inc.	PHOTOFRAME 01-185-099-63103	\$107.52
0067576	12/12/2018	Peggy Van Mierlo-West	VARIOUS EXPENSES 01-185-099-63103	\$38.72
0067619	12/20/2018	Bell Canada	BIA TOLL FREE 01-185-099-60327	\$12.20
0067681	12/20/2018	Ryan McLeod	PC-DRY CLEAN TABLE CLOTH 01-185-099-63104	\$25.44

Town of Kingsville Council Summary Report

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
Total For Department 185				\$469.80
<u>186</u>	-			
0067480	12/12/2018	Veronica Brown	RESEARCH ASSISTANT (KMHAC) 01-186-099-63200	\$840.00
0067603	12/13/2018	Sims Publications Incorporated	AD - HERITAGE DESG FIRE HALL 01-186-099-60306	\$96.16
0067701	12/20/2018	Pearsall Marshall Halliwell & Se	REG OF BYLAW 126-2018 KMHAC 01-186-099-60319	\$329.74
Total For Department 186				\$1,265.90
<u>201</u>	-			
0067469	12/12/2018	Allsop Plumbing	BACKFLOW - ROAD 4 02-201-099-63030	\$117.02
0067490	12/12/2018	Corix Water Products LP	STOCK REPLACEMENT 02-201-099-63017	\$6,044.54
0067501	12/12/2018	D&T Auto	NOZZLE FOR TRAILER 02-201-099-60316	\$55.43
0067529	12/12/2018	Lucier Glove & Safety Products	WINTER & STCK BULK GLOVES 02-201-099-60347	\$268.52
0067542	12/12/2018	Ontario One Call	NOTIFICATIONS - NOV 02-201-099-63020	\$272.10
0067544	12/12/2018	Preview Inspections and Consul	BACKFLOW PREVENTION-NOV/18 02-201-180-60405	\$2,467.68
0067554	12/12/2018	Santerra Stonecraft	BLOACKS FOR WATER SERVICES 02-201-099-63025	\$304.06
0067555	12/12/2018	Kevin Scratch	MEDICAL FOR DZ LICENSE 02-201-098-60254	\$55.00
0067562	12/12/2018	Stantec Consulting Ltd.	WOODSIDE GH - ADVISORY SERVICE 02-201-099-60326	\$237.39
0067568	12/12/2018	Telus Mobility	CELL PHONES - NOV 28-DEC 27/18 02-201-099-60327	\$320.54
0067575	12/12/2018	Daniel Valade	REFUND - 390 COUNTY RD 34 W 02-201-006-12067	\$38.40
0067578	12/12/2018	Watson & Associates Economis	PROF SERVICES - OCTOBER 2018 02-201-360-71756	\$1,530.97
0067580	12/12/2018	Windsor Factory Supply	FITTINGS FOR RD 3 SERVICE 02-201-099-63025	\$20.79
0067581	12/12/2018	Wolseley Canada Inc	HYDR'T/VALVE EXT&WTR MTR PIT 02-201-099-63025	\$937.45
0067581	12/12/2018	Wolseley Canada Inc	HYDR'T/VALVE EXT&WTR MTR PIT 02-201-099-63045	\$814.15
0067595	12/13/2018	Brendon Mitro	Refund on Final 02-201-006-12067	\$11.02
0067613	12/20/2018	Erica Allen	KEYBOARD & MOUSE 02-201-099-60301	\$61.81
0067625	12/20/2018	Cedar Creek Landscaping	GRASS CUTTING - OCTOBER 2018 02-201-099-60315	\$590.21
0067644	12/20/2018	Erie Sand & Gravel Limited	SAND FOR TALBOT SERVICE 02-201-099-63025	\$85.69

**Town of Kingsville
 Council Summary Report**

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067655	12/20/2018	Hurricane SMS Inc	WTR MAIN BREAK - GRAHAM SDRD 02-201-099-63030	\$2,228.54
0067668	12/20/2018	KTI Limited	TOUCHPADS - METERS 02-201-099-63017	\$1,017.60
0067672	12/20/2018	Dave Levy	MILEAGE-CUST WTR SERVICE CRSE 02-201-098-60254	\$32.20
0067709	12/20/2018	Preview Inspections and Consul	BACKFLOW PREVENTION - NOV/18 02-201-180-60405	\$2,442.24
0067710	12/20/2018	Pro Bid Contractors Ltd.	ASPHALT PATCHES&MANHOLE REPAIR 02-201-099-60418	\$2,418.93
0067710	12/20/2018	Pro Bid Contractors Ltd.	NEW HYDRANT & ENDCAP-RD 4 E 02-201-099-63040	\$11,931.51
0067710	12/20/2018	Pro Bid Contractors Ltd.	WTR SERVICE - 1801 TALBOT RD 02-201-099-63025	\$3,735.68
0067710	12/20/2018	Pro Bid Contractors Ltd.	WTR SERVICE - 1855 TALBOT RD 02-201-099-63025	\$3,976.27
0067710	12/20/2018	Pro Bid Contractors Ltd.	WTRB SERVICE - 902 RD 3 W 02-201-099-63025	\$5,499.31
0067710	12/20/2018	Pro Bid Contractors Ltd.	WTR SERVICE - 728 LAKE ERIE 02-201-099-63025	\$2,269.25
0067720	12/20/2018	Sam's Service Facility	18-01 - SHOCKS & SERVICE 02-201-099-60316	\$865.59
0067722	12/20/2018	Kevin Scratch	MILEAGE DEC 12/18 02-201-098-60254	\$32.20
0067727	12/20/2018	Southwestern Sales Corp. Ltd.	GRAHAM SDRD MAIN BREAK 02-201-099-63030	\$192.38
0067735	12/20/2018	Town of LaSalle	TRAINING - SEPT 18, 19 2018 02-201-098-60254	\$500.00
0067747	12/20/2018	Windsor Factory Supply	MARKING PAINT 02-201-099-63020	\$55.43
0067750	12/20/2018	Wolseley Canada Inc	HYDRANT METER FOR METER BOX 02-201-099-63045	\$1,424.64
0067750	12/20/2018	Wolseley Canada Inc	4"x12" REPAIR CLAMP - GRAHAM 02-201-099-63030	\$231.81
0067750	12/20/2018	Wolseley Canada Inc	STOCK REPAIR CLAMPS 02-201-099-63030	\$932.53

Total For Department 201

\$54,018.88

242

0067494	12/12/2018	D & L Digging	CLEANOUT&SANITARY-148 MCCALLUM 02-242-320-64365	\$868.52
0067498	12/12/2018	Dillon Consulting	SERVICES - MASTER PLAN 02-242-360-71357	\$2,305.17
0067503	12/12/2018	E.L.K. Energy Inc	250 QUEEN ST 02-242-099-60314	\$455.70
0067503	12/12/2018	E.L.K. Energy Inc	67 HERITAGE SEWAGE 2 02-242-099-60314	\$2,340.92
0067503	12/12/2018	E.L.K. Energy Inc	98 MCCALLUM DR 02-242-099-60314	\$52.79
0067503	12/12/2018	E.L.K. Energy Inc	BERNATH PUMP STATION 02-242-099-60314	\$28.47
0067539	12/12/2018	Ontario Clean Water Agency	OPERATIONS & MIANT - DEC 2018 02-242-320-64360	\$81,052.65

**Town of Kingsville
 Council Summary Report**

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0067540	12/12/2018	HYDRO ONE	690 HERITAGE RD 02-242-099-60314	\$12,135.75
0067540	12/12/2018	HYDRO ONE	18 HWY LANE SEWAGE LAGOON 02-242-099-60314	\$26.66
0067543	12/12/2018	Phasor Industrial	MOVE POLE - SEWER REPAIR 02-242-320-64365	\$724.53
0067625	12/20/2018	Cedar Creek Landscaping	GRASS CUTTING - OCTOBER 2018 02-242-099-60315	\$457.92
0067638	12/20/2018	Dillon Consulting	LAKESIDE PARK-TRUNK SAN. SEWER 02-242-360-71864	\$2,346.38
0067638	12/20/2018	Dillon Consulting	SERVICES - MASTER PLAN 02-242-360-71357	\$2,170.54
0067694	12/20/2018	Ontario Clean Water Agency	UNION GAS - SEPT TO OCT 2018 02-242-099-60314	\$425.12
0067694	12/20/2018	Ontario Clean Water Agency	CWWF PROGRAM 02-242-360-71866	\$326.53
0067694	12/20/2018	Ontario Clean Water Agency	CWWF PROGRAM 02-242-360-71865	\$1,658.19
0067694	12/20/2018	Ontario Clean Water Agency	UNION GAS - OCT TO NOV 2018 02-242-099-60314	\$1,686.76
0067695	12/20/2018	HYDRO ONE	1460 ROAD 2 EAST PUMP 02-242-099-60314	\$508.42
0067710	12/20/2018	Pro Bid Contractors Ltd.	ASPHALT PATCHES&MANHOLE REPAIR 02-242-320-64365	\$2,418.94
0067710	12/20/2018	Pro Bid Contractors Ltd.	SAN SERVICE -216 PRINCE ALBERT 02-242-320-64365	\$6,644.11

Total For Department 242 \$118,634.07

243

0067503	12/12/2018	E.L.K. Energy Inc	16 WHITEWOOD (BEHIND) 02-243-328-64365	\$26.66
0067503	12/12/2018	E.L.K. Energy Inc	168 CTY RD 27 N 02-243-099-60314	\$265.51
0067503	12/12/2018	E.L.K. Energy Inc	168 CTY RD 27 N-LAGOON 02-243-099-60314	\$104.13
0067503	12/12/2018	E.L.K. Energy Inc	REAR 17 LYLE 02-243-099-60314	\$36.48
0067511	12/12/2018	Gosfield North Communications	PUMP HOUSE ALARM 02-243-099-60327	\$48.15
0067539	12/12/2018	Ontario Clean Water Agency	OPERATIONS & MIANT - DEC 2018 02-243-320-64360	\$5,924.21
0067694	12/20/2018	Ontario Clean Water Agency	CWWF PROGRAM 02-243-360-71867	\$259.28

Total For Department 243 \$6,664.42

* Note GST Rebate details are omitted, but are included in the totals **\$2,536,394.66**



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
(519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

Date: January 8, 2019
To: Mayor and Council
Author: Peggy Van Mierlo-West, CAO
RE: Cannabis Retail Options
Report No.: CAO 2019-001

AIM

To provide Council with an update on cannabis legalization, municipal policy implications, and to provide options regarding retail cannabis stores within the Town of Kingsville.

BACKGROUND

In 2016, the federal government created a nine-member task force to advise the Canadian government on how best to move forward with the plan to legalize cannabis. The task force released their report in late 2016, providing recommendations on establishing a supply chain, minimizing harm, enforcing safety, and continuing to allow medical access.

The Task Force on Cannabis Legalization and Regulation recommend that the ACMPR remain in place after legalization, with some modifications. This would allow the medical and recreational systems to work together to benefit users of cannabis.

The Cannabis Act creates a strict legal framework for controlling the production, distribution, sale and possession of cannabis across Canada. The Act aims to accomplish 3 goals:

- Keep cannabis out of the hands of youth
- Keep profits out of the pockets of criminals
- Protect public health and safety by allowing adults access to legal cannabis

Currently the following is permitted in Ontario:

- Possession of up to 30 grams of legal cannabis, dried or equivalent in non-dried form in public
- share up to 30 grams of legal cannabis with other adults

- buy dried or fresh cannabis and cannabis oil from a provincially-licensed retailer
- grow, from licensed seed or seedlings, up to 4 cannabis plants per residence for personal use
- Minimum age of 19 to buy, consume, possess, grow or consume cannabis
- Cannabis can be consumed in public anywhere tobacco smoking is allowed
- Cannabis can currently be purchased via online sales (ocs.ca) or as of April 1, 2019 privately run retail

Regulations regarding the consumption and sale of cannabis have been issued by the government of Ontario since late summer 2018. Town staff have been monitoring the changing regulations and have undertaken the following initiatives;

- Consulted with the Association of Municipalities of Ontario for information and clarification on cannabis
- Participated in cannabis related workshops, webinars and forums
- Conducted a special Council meeting to educate both Council and the public regarding cannabis legislation
- Conducted an online survey to receive public comment regarding storefront cannabis sales
- Reviewed Town smoking bylaws to determine the impact on cannabis smoking in public places including parks and recreational facilities
- Updated Corporate policies regarding substance use and code of conduct with regards to cannabis

On November 14th, 2018 the Government of Ontario introduced Ontario Regulation 468/18 under the Cannabis License Act, 2018. The following governs the private operation of cannabis retail stores in the province;

- Cannabis Stores will be owned and operated by the private sector
- Retailers will not be permitted to allow anyone under the age of 19 to enter the store
- Hours of operation will be between 9:00am-11:00pm 7 days a week
- Storefronts must be stand-alone
- Retail stores must be 150m from schools (please note that the Town will not be permitted to expand this buffer or include other municipally owned facilities, please see Schedule A for map)
- Retail stores will be permitted to sell all cannabis products, accessories and shopping bags
- As recreational cannabis is legal, controlled and regulated, cannabis stores are to be considered the same as other type of retail stores.
- A cannabis store must be zoned for retail sales.
- The Ontario Cannabis Store (OCS) will be the only supplier of cannabis to the retail store

DISCUSSION

The provincial government have committed to allowing for recreational cannabis retail stores throughout Ontario. The Town of Kingsville has the opportunity to decide to “opt-in” or “opt-out”. Municipalities have a one-time option to opt-out of allowing retail cannabis stores. The Town must provide a Council resolution no later than January 22nd 2019 to the

Alcohol and Gaming Commission of Ontario on their decision. Should council not provide this resolution within this timeframe private cannabis retail stores will be allowed within the Town beginning April 1st, 2019.

It should be noted that should a municipality that decides to prohibit cannabis retail stores may later reverse its decision. However, based upon the *Cannabis License Act, 2018* a decision made by a municipality to opt-in is final and cannot be reversed.

The Town is not permitted to create zoning specific to, create restrictive licensing, or pass a bylaw that distinguishes land uses for cannabis from any other type of use.

Retail cannabis stores will be licensed through the AGCO. The licensing has three parts:

- Operator approval
- Retail site location approval
- Store management licensing

The AGCO will provide a 15-day comment period for each site that is proposed, Municipal comments on store locations would focus on whether a proposed location is in the public interest as defined by the regulation. However, there is no regulatory requirement for the AGCO to act on municipal comment.

On December 14th 2018 the Province of Ontario decided to take a phased approach for the number of retail stores and locations in the province due to a shortage of product. The decision was to only award 25 licenses within this initial phase of cannabis retail.

The maximum 25 Retail Store Authorizations will be allocated in accordance with Ontario Regulation 468/18 which provides for the maximum number of stores in the following Regions:

East Region: (Stormont, Dundas and Glengarry, Prescott and Russell, Ottawa, Leeds and Grenville, Lanark, Frontenac, Lennox and Addington, Hastings, Prince Edward, Northumberland, Peterborough, Kawartha Lakes, Simcoe, Muskoka, Haliburton, Renfrew): five stores;

GTA Region: (Durham, York, Peel and Halton): six stores;

North Region: (Nipissing, Parry Sound, Sudbury, Greater Sudbury, Timiskaming, Cochrane, Algoma, Thunder Bay, Rainy River, Kenora): two stores;

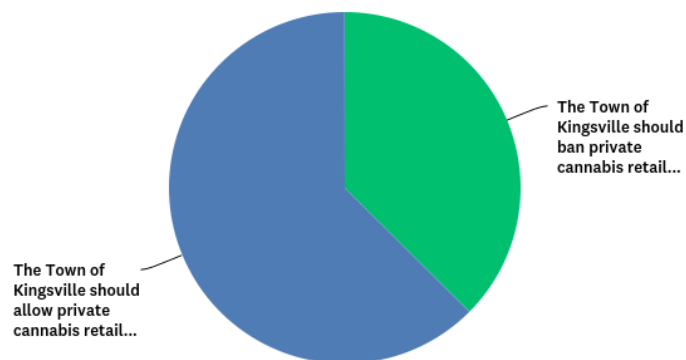
Toronto Region: five stores;

West Region: (Dufferin-Wellington, Hamilton, Niagara, Haldimand-Norfolk, Brant, Waterloo, Perth, Oxford, Elgin, Chatham-Kent, Essex, Lambton, Middlesex, Huron, Bruce, Grey, Manitoulin): seven stores.

Among several other requirements, applicants must be 19 years old and the store must meet school distance requirements of 500m and be located in a municipality with a population over 50,000. It should be noted that the requirement of a population over 50,000 would withdraw the Town of Kingsville out of the first lottery.

On December 18th, 2018 a public survey was posted online for residents to provide comment on retail cannabis stores. There were 350 correspondents to the survey. Overall 62.53% of the respondents were in favor of the Town allowing private retail cannabis stores with 34.47% of the respondents recommending that the Town ban the establishment. Comments have been attached to the reports within Appendix B – Survey Comments.

Q1 What do you believe is the best option for the Town of Kingsville:



The Kingsville BIA provided this comment regarding cannabis retail sales;

“The Kingsville BIA appreciates the vehicles provided by the town to all citizens and businesses to provide their input through the survey or attendance of meetings that the town made available.”

Should Council wish to opt out of this initial phase it should be noted that the Town is able to opt in later on. Opting out would provide resources more time to consult with the residents but also monitor the full impact on other communities that have opted in. The Town would also not share in any future funds from the federal excise duty, even if Council decided to opt back in at a later date.

Should Council wish to opt in, there is an economic development benefit and job creation opportunity. These businesses will be privately run however highly regulated. Cannabis is now a legal product within the Town. Not allowing cannabis within Town limits is not a possibility hence there is not a clear benefit to opting out of having storefront cannabis stores. It should be noted that; since the summer of 2018 Administration has been contacted by three separate prospective business owners who have an interest in opening retail cannabis stores within the Town of Kingsville

LINK TO STRATEGIC PLAN

Support growth of the business community.

FINANCIAL CONSIDERATIONS

In January, the Town of Kingsville will receive \$11,169 regardless of Council's decision to opt-in or opt-out. Should the Town opt-out an additional payment of \$5,000 will be received.

Should the Town opt-in, an additional payment of \$11,169 (minimum) would be received. This payment could be higher if a significant number of other municipalities opt-out.

The province has also committed to share with opt-in municipalities 50% of the surplus where Ontario's portion of the federal excise duty on recreational cannabis over the first two years exceeds \$100 million.

CONSULTATIONS

Financial Services

RECOMMENDATION

It is recommended that the Town of Kingsville Opt in and approve the retail cannabis sales and that the Alcohol and Gaming Commission is notified of this decision immediately.

Or

It is recommended that the Town of Kingsville Opt Out of retail cannabis storefront sales currently and the Alcohol and Gaming Commission is notified of this decision immediately.

It is also recommended that an updated report regarding cannabis retail in the province of Ontario be brought back to Council within 6 months for further review.

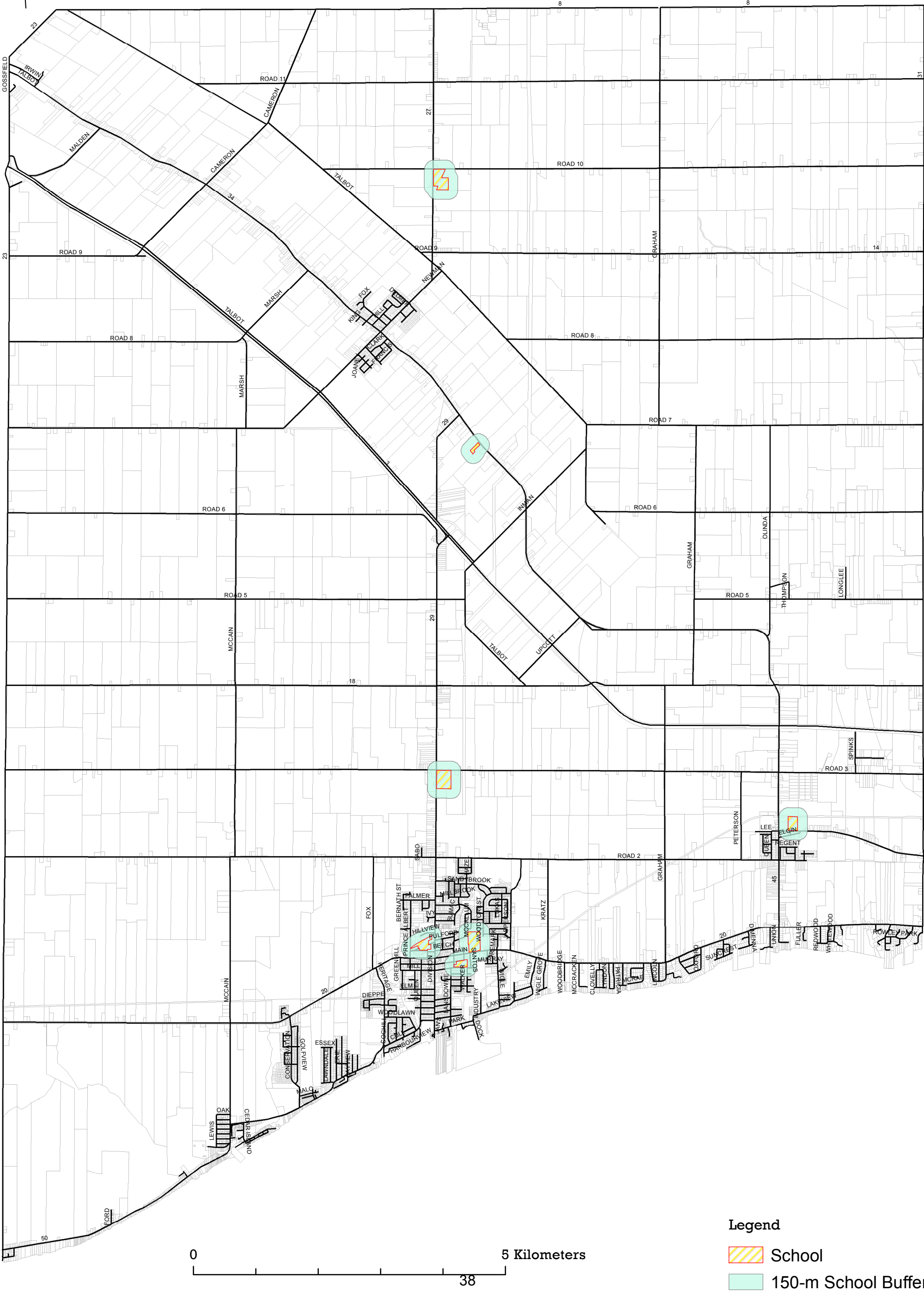
Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer

WECHU Recommendations: Proximity and Density

Cannabis-related business to be no less than 150m from Schools

1:56,000



Legend



School



150-m School Buffer

Appendix B - Survey Comments

Town of Kingsville Cannabis Retail Survey	
	Responses
1	We have enough alcohol retailers we need cannabis retailers.
2	Be forward thinking.
3	It will likely be available in Leamington so those who want it can go there.
4	Why would you not take advantage to be able to receive the funding to the municipality that is available. I think that the legalization decision has already been made. This is now a business decision, not a moral, immoral decision. Legalization does not increase consumption. Those that smoked prior will continue to smoke, only now legally paying taxes and opening up opportunity to municipal funding.
5	Millions of \$ have been spent by Gov't advertising and educating people on the problems with smoking and the related health problems and cost to tax payers. The same can be said for "Pot" usage and how it has been called an entry drug and lead to more dangerous drug usage. Then along came the Liberal party and threw all of this research out and legalized the recreation use of "Pot" throwing all of the research to the dogs. Do we really want this for our town and the related costs to tax payers taking care of the addiction problems that will surely come along with it. It's bad enough that the council is promoting the growing of this stuff in our town. I spent 35 years teaching teenagers and have seen the problems any drug "Pot" included will cause our young people and others. If you think age requirements are going to stop teenagers acquiring the stuff then you are naive. Also remember in 4 years there will be an election and I will not be voting for Councillors that put the almighty dollar ahead of what's best for people in this town
6	Through the OCS and other local municipalities who opt in - Kville residents will still have access to cannabis if they choose to purchase. I'd rather see retail continue in the upscale fashion it already is across Kville's urban centres than see it include cannabis stores.
7	I want the store for the income, and to support our local greenhouse industry, and to benefit those who want cannabis. That seems like a no-brainer to me. I do have concerns about the apparent inability of our town to control the conditions of location, etc through bylaws. I don't agree that Ontario dictate so many of those conditions - I want Kingsville to have full say in how we allow a store to set up in our community.
8	More expensive than buying in the streets but much safer!
9	Its time to move forward with open minds not to let closed minds and fear guide your decisions, cannabis has been around for a lot longer than all of us, and who has suffered an overdose or death from cannabis, yet how many ppl have been affected from the negative causes of alcohol yet we can purchase this in the grocery store
10	Now that it's legal it should be available just like alcohol.
11	It seems silly to not capitalize on an inevitable industry. Saying no to legal marijuana is saying yes to drug dealers. The federal and provincial government have made this legal there is no reason I see to fight it.
12	People can access it nearby without it having to be sold in this small town
13	For the people that cant travell far distances and dont have to waste extra money on transportation
14	Sounds like we won't get a store anytime soon anyway. Heavily controlled by government and lottery to choose limited number of vendors. Now might not be the time to opt in.
15	This opens the doors to more problems. Just look at what is going on with Aphria.
16	Job opportunities, brings people to Kingsville as other communities have opted out. Kingsville is a growing community, let's keep growing.
17	Until the dust settles let Kingsville opt out but in the future when there are good mechanisms in place then we can opt in.
18	This is an opportunity. Not something to be feared. Change can be uncomfortable but it is necessary. Let's not be left behind-again

Appendix B - Survey Comments

Town of Kingsville Cannabis Retail Survey	
19	I don't have a credit card to buy online and I want to be able to purchase cannabis legally as a pain reliever.
20	Although cannabis has been legalized I believe it will ruin our town and crime will increase.....the lawful people will abide by the legislation.....but all others will abuse it and it will become a gateway drug to those who do not abide by the rules.....the smell alone will kill our town. Leamington already stinks.
21	We are a town of under 50,000 we do not get one but down the road if the government decides they want one they have the option down to put it in the LCBO.
22	I do not see the need for private stores in our town. The government, if they feel Kingsville needs to sell it here, then they can sell it at the LCBO which they have stated that they will do. That will give our town one store. Second off, because we fall under the guidelines of not enough residents, I feel this vote is irrelevant and a waste of taxpayers money
23	Allot if robbery's
24	Soon, everyone will be growing four plants. That represents zero tax money for the town. A retail store means tax revenue for the town.
25	It wouldn't be helpful
26	To be inclusive with controls in place is better then being closed to the future
27	Hopefully with these stores it will be controlled so the young can not be provided. It here so the best way to control it is to be the controller.
28	it is needed
29	Wait to learn from other municipalities
30	It is no difference then buying cigarettes or beer or wine at grocery store We have laws can't go to bar till 1100 am yet now can buy at grocery store at 9 am and until 1100 pm Be consistant for everyone You really won't be any different then now don't make big deal of it as kids will be encòuraged more you talk Viping is worse let's talk about that
31	As a growing community that supports the greenhouse side of cannabis production, it would be foolish of us not to take advantage of a great opportunity to increase tax money revenue.
32	It is a legal substance. What exactly should we be afraid of? Seems to me that there are more health concerns related to the use of alcohol. The presentation from the Health Unit listed all the negative side affects to pot consumption; alcohol has a longer list. As well, the negative effects of eating the garbage that MacDonald sells is just as harmful over the long term when there is a steady diet of it, yet we allowed a bigger restaurant into our community. We're worried about kids consuming pot? With or without retail stores, the kids that want to consume pot, will. I would rather see some form of regulation through retail stores than leaving it to a black-market. My vote - opt in.
33	opting out gives the Town a future option and offers time to observe how the system will actually work. Sales of cannabis need to be regulated by the government the as prescription drugs,er or liquor.
34	WE SHOULD NOT DOWNGRADE OUR COMMUNITY
35	IT IS IMPORTANT FOR ECONOMIC REASONS AND OPENING RETAIL STORES WILL KILL THE ILLEGAL SALE OF CANNABIS
36	WE NEED MORE INFORMATION AND TIME
37	WE SHOULD WAIT UNTIL WE HAVE ORE INFORMATION ON IMPACTS AND HAVE THE ABILITY SOME CONTROL VIA REGULATIONS
38	LEAMINGTON IS NOT A FAR DRIVE TO HAVE THE CANNABIS STORE AND THEY WILL.

Appendix B - Survey Comments

Town of Kingsville Cannabis Retail Survey	
39	HEALTH CANADA WILL BE MONITORING THE MEDICINAL PRODUCT TO BE SOLD AT THESE STORES. ALLOW THE LITTLE GUYS TO MAKE AN HONEST LIVING BY SELLING THE PRODUCT FOR THE BIG GUYS. ALLOW RETAIL STORE TO SELL FOR THEM. LET'S BE FAIR TO EVERYONE. GOD CREATED THIS PLANT FOR HEALING PURPOSES
40	Phase 2 grow ops more concern, should be kept away from Parks, Daycare, and schools Not happening in Ruthven. Example Elgin street, near daycare/Library school and Park. Extremely bad spot.
41	I do not trust government. Recreational cannabis not restricted enough
42	Private stores would directly benefit the towns citizens by creating jobs and tax revenue. The online store is not an effective way to distribute Cannabis which means that people will go to the black market putting them at risk of getting contaminated product.
43	Cannabis is the future hands down, don't let Kingsville pass up the opportunity to be on the ground floor, learn from the past
44	This is a great opportunity to benefit the town, if you don't jump on the boat then the surrounding towns will drown you! It's going to happen regardless.
45	Don't get left behind. This is a legal product sold no differently than any other business would sell a product. Cannabis is already readily available so it's time to tax it.
46	Cannabis use is legal. Kingsville should be prepared for people using cannabis on our streets. Kingsville should not deprive itself of economic benefits and to any provincial funding which help the town deal with the changes
47	At least until clearer provincial direction is given.
48	No.
49	This is legal substance that is capable of helping a great number of people It is not addictive or harmful No has ever overdosed on cannabis unlike alcohol which is available everywhere
50	Great opportunity for available work instead of cluttering a once beautiful town with unaffordable housing
51	Kingsville needs to move forward with this and take advantage of the opportunity
52	There has been many discussions about Cannabis operations in our community. In my opinion the entire cannabis industry can offer our town many advantages but may also hinder the ability to keep Kingsville the beautiful town that we are. In my opinion a Cannabis retail store should be considered no different then an LCBO or Beer Store that are allowed to operate in the heart of our town but I believe that all growing operations whether be it Cannabis or any other greenhouse operation be restricted outside the core of our town. A suggestion would be to keep these developments north of the 3rd concession or County Rd 18 as this would allow our town a substantial amount of space to grow with new infrastructure for residential properties and commercial properties. As a community we can not ignore what has occurred in communities within close proximity to us. Leamington was once listed as one of the best place live but has since transformed into town where people chose not to visit and will go out of there way to shop in other towns for amenities we do not offer in ours. Not all of this is due to the expansion of greenhouse operations but some of this is a result of it. In conclusion we need to have an open mind to the growth of all greenhouse industries as there is a large financial opportunity for our town but we need to be mindful of the downfalls in which it also brings. Thank you for reading my comments.

Town of Kingsville Cannabis Retail Survey	
53	<p>I grew up in Kingsville and have always thought of it as home.</p> <p>Cannabis should have been legalize in the 70s (as determined by the LeDain commission of 1972, and the subsequent senate report of 2002) and if it is the protection of public health that is truly the concern, then we should ban Alcohol and Tobacco!</p> <p>Alcohol Vs Tobacco Vs Cannabis;</p> <p>-----</p> <p>Each year, there are more than 230,000 deaths in Canada.² Research has shown that, in 2002, about 17% of deaths were due to smoking (20% in males and 12% in females).³</p> <p>-----</p> <p>http://www.hc-sc.gc.ca/hc-ps/tobac-tabac/legislation/label-etiquette/mortal-eng.php</p> <p>-----</p> <p>Alcohol accounted for 8 per cent of all deaths (under 70 years old) and 7 per cent of all hospital stays in 2002, and between 1996 and 2010, total consumption increased by 13 per cent.</p> <p>-----</p> <p>https://www.thestar.com/news/gta/2013/03/06/alcohol_one_of_canadas_top_health_threats_study.htm l</p> <p>Effect of cannabis smoking on lung function and respiratory symptoms: a structured literature review</p> <p>Published online 2016 Oct 20. doi: 10.1038/npjpcrm.2016.71 PMCID: PMC5072387</p> <p>-----</p> <p>Effects of tobacco smoking; The effects of cigarette (tobacco) smoking on lung health are well known.....As cannabis was</p>
54	It is foolish to ban any tourism infrastructure.
55	If you opt out you will not have some funding from the province, at you in already which it is legal now. So why is this being even debated? You should however have proper areas that are zoned properly for a storefront location.
56	This is here to stay. They town should be forward thinking.
57	I do not think the nay sayers really understand what kind of money this will bring in. Not to mention lowering cost to the consumer... hint OCS prices are absurd.
58	If we aren't going to see a retail store in town for quite sometime why not still collect tax money off it? We can allocate that money for revitalizing the uptown core until there is a store front and it actually requires additional police presence. As for keeping it away from minors, drug dealers don't check I.D.
59	<p>While I believe it is inevitable that retail cannabis sales will eventually come to the town, I am in favore to opt out for know until we get more information from the province.</p> <p>I attended the information meeting held at the Lake Side park on December 17 and found it very informative. I think the two presentations have given the mayor and councilors much to ponder before going forward with retail portion. Hearing on am800 this morning the that Leamington town council has decided to opt into the retail sales they will be a good (and close) municipality to fallow on how the process unfolds.</p>
60	I don't think we should have to go to another town to purchase something that is legal. I have never used cannabis in any way but old age is coming and I can foresee a need for many of our older residents. It should be well regulated of course.
61	N9Y2Z4

Town of Kingsville Cannabis Retail Survey	
62	It is a new day and age, there are many people including several elderly/ seniors that are using cannabis for ailments and if we can have retail close for them to obtain anything they need for this, then I say have it convenient for them as well as anyone else of age to purchase what they need instead of going out of town.....we need to support local, therefore this would also be an option to support local for the town and for the people
63	The only way to get pot out of the hands of minors is to have a legal option for adults to purchase locally.
64	I don't want them unless they are government run
65	There are still too many unknowns. It's easier to opt in than to stop a business already in progress. A wait and see is a far wiser choice at this time.
66	The government has provided a new legal access for the cannabis market that appears safer than other licensed products such as tobacco and liquor. Kingsville should not hesitate to take the lead in this for Essex County.
67	Good for local economy
68	A full public vote by secret ballot is required to be fair and democratic to all constituents of Kingsville. Results from this survey MUST NOT be used to make a decision of this magnitude. Furthermore the gathering of demographics is counterproductive to community cohesion and in that respect is unconstitutional!
69	Don't need this in our town. Purchase your pot elsewhere!
70	Because you cannot opt out once in I do not believe this is a sensible option.
71	If it's not sold in our little town it will be purchased from another town and brought here. We will not receive any of the funding to police/prevent/educate if we opt out.
72	private stores or drug dealers which do you want revenue from the stores or drug dealers selling bad cannaibis
73	Cannabis is not a gateway drug, it saves peoples lives. Everyone has CB receptors in their body and cannabis helps them to work properly. Anyone that was breast fed when they were a baby received Cannabidol thru their mothers breast milk is the same thing they would receive from cannabis, so why not allow people access to legal recreational cannabis instead of the BLACK MARKET cannabis.
74	No
75	I think it's fine. Views change as time goes on and I think kingsville is a progressive community. I think we should allow residents to make the right choice for themselves, and if they want to buy weed legally, from a store in town, let them do it. No one wants to see a community ruined, and I certainly think we can put faith in our community members that smoking and buying weed legally does not equate to a demoralized town. Let this pass, I think we'll all be very underwhelmed by how not big of a deal a weed shop is. Is it that different from the LCBO?
76	Cannabis is a gateway drug to more serious and addicting drugs. We do not wish Kingsville to be part of a large "social experiment" with cannabis. There are no long term studies as to the effects of cannabis, and also of the effects of breathing in the gases emitted from the greenhouses that grow them.
77	I feel that these stores would tarnish the image of our beautiful town
78	It is coming. Why delay? Lets be a model town with strict store by-laws from a security surveillance, storefront and odour control stand point.
79	I do not support anything to do with cannabis stores or greenhouses. If you want to ruin this town just have all these proposals go thru.
80	Since the town cannot set restrictions. Opt out and revisit in the future as provincial and federal laws may change to allow more municipal regulation once storefronts open
81	Allow the marketplace to establish itself and determine if the province adds any further regulations. An opt it at a later date is always possible.

Appendix B - Survey Comments

Town of Kingsville Cannabis Retail Survey	
82	By opting in, the town will benefit through additional funding. I also believe that a legal storefront will make it harder for youth to access cannabis. As a parent of a teenager, they comment that it is currently much easier to get cannabis than alcohol due to store regulations. A legal option will phase out the black market dealers.
83	Opting out will simply benefit the illegal sale of Cannabis.
84	I believe that if run properly the stores would only help tourism and local economy. I personally do not use it in any form but as I read and understand more about the benefits of the CBD aspect of it I believe the medicinal use will skyrocket. We should be on board now as this is a growing industry like it or not.
85	All the studies and science, show that there is only benefits from allowing liberal access to cannabis.
86	Let's keep cannabis out of the hands of criminals. It is legal. We must change.
87	Please ban all new greenhouse cannabis and do not allow sales in Kingsville/Cottam.
88	stop with the old school thinking..... be a leader not a follower
89	I'm not a Cannabis smoker and am not in favour of Cannabis being grown in green houses in our back yard but do believe retail stores should be allowed. The black market is still around and at least it's being sold from heavily regulated stores which will limit it being sold to minors. And yes I'm aware dealers will not disappear completely but it's a start in the right direction. And I can't stand the notion that tourists will avoid Kingsville if Cannabis is sold here, that's narrow minded thinking.
90	It's legal now. Why fight it
91	Will help local economy and jobs
92	Opting in for retail stores will bring a boost to the economy. Instead of fighting against something that is already legal, accept it.
93	The town would be missing out on so much revenue
94	The greenhouses should have charcoal filters, which prevent smell from being let out.
95	I think the town of Kingsville needs to think more about our local economy instead of what the old folks of this town are always concerned about and stuck in their old mindsets. The future needs to be thought of and we need to stop the blocking of how much Kingsville can advance.
96	It is legal why should it not be accessible to everyone not having it be ordered online
97	I think it will be safer to have store fronts that regular cannabis users can go to. It will help eliminate the black market
98	N/A
99	not needed for the beautiful town of Kingsville
100	Other countries have retail stores without a problem. It's now legal. What are we afraid of. Gord Q - you voted no already???
101	Seems silly to be debating this topic. Cannabis IS medicine. In a town where cannabis has helped so many people already, yes,yes,yes we need a storefront.
102	I don't believe that this is the direction for the town of kingsville. The federal government is putting the cart before the horse and I think we need to wait to see how it plays out for other places before we choose to proceed
103	No
104	Na

Town of Kingsville Cannabis Retail Survey	
105	<p>I believe banning store front operations in Kingsville will allow for black market sales to flourish. To me, this creates issues the town needs to consider:</p> <p>(1) Health & Safety of the community. It's obvious people are going to purchase and smoke marijuana. By providing regulated store fronts for purchase of marijuana people will be able to ask employees questions, gaining clarity and knowledge about the product, and will know what they are purchasing has no hidden, dangerous "additives".</p> <p>(2) Economic growth. With other municipalities in Essex County opting out, this will provide - at least on a small scale - an economic boom within the community. People are already drawn to this area for restaurants and wineries, so why not for marijuana purchases? These could easily result in a day trip being spent around town. It can draw people from around the county in. It can also bring in jobs and economic growth to "get in on the ground floor" of this major legislative change. It's foolish not to optimize on it. Allowing for the black market or online purchases to be the only way for people to access marijuana will mean dollars not going into the development of Kingsville.</p> <p>Essex county has a rich history during the prohibition era that brings people in - why treat marijuana differently than how alcohol was?</p>
106	I think we should opt to have it in Kingsville, it would be a great health benefit for our community. It would also generate revenue for Kingsville.
107	I grew up in Kingsville and still have family and friends in the area. I visit Kingsville throughout the year.
108	People are going to buy it and use it regardless. Why not create the jobs in town ?
109	Those who are interested in recreational cannabis likely already have a source. By having a store front, we are providing a source to people who may otherwise not have purchased it. Giving such easy access is not advisable.
110	I would rather see pot stores than more alcoholic sales. I don't drink or yse but people do and I believe it is preferred that it would be used with care and not driven back into black market.
111	If there could be a limit on retail stores I would agree with the retail option ...I do have a problem with multiple unprofessional sites...who would be monitoring what they're selling ,what quality of product what price and to whom
112	This would be a good public service to the residence of Kingsville. It would be of benefit to local retail, local growers and tourism
113	Opting out now is the most responsible decision for council to make. Learn from other areas first. Cannabis is available to residents now my mail therefore the town is not denying anyone from purchasing it. Perhaps some do not want purchases recorded. LCBO did not get to this point in a rush. Federal government has pushed this through too fast to then put it on the provinces to deal with who in turn were forced to drop it on cities and municipalities. It's a huge decision not to be taken lightly.
114	I feel we should wait for more information because we can always opt in later
115	if the town can't control where they go, and how many stores are allowed, no way should we opt in till rules change.
116	You can always opt in at a later date when more info is available on the effects of this on towns .
117	Opt out now and revisit the opt in when the municipality has the right to limit the number and local of storefronts.
118	I am in favour of the legalization of cannabis, but do not like that the town does not have enough input to the perimeters by opting in.. I also am totally against the grow-ops within the surrounding area of Kingsville

Town of Kingsville Cannabis Retail Survey	
119	<p>people need access...many people do not have time ..when they are told they have cancer...some have only weeks...finding a doctor that will allow you to use cannabis....and cannabis oil ...they are few and far between..now your family doctor refers you to another doctor..which takes 3 to 4 months...most patients have already died before they even have had the opportunity..to try this life saving plant...this is a retirement community....there are 23 places that serve alcohol...3 places that serve drugs....i watched and have seen alcohol...prescription drugs...destroy people lives...and kill them....cannabis has never killed anyone...since the beginning of time...every single human and creature on the planet has an endocannabinoid system...it,s a system strictly to process cannabis nothing else...cannabinoids come from 2 places...the cannabis plant and breast milk....so thinking cannabis is dangerous..is absurd...every single sickness on the planet is a cannabinoid defficiencyso cannabis is the most important food on the planet....it is an exit drug not a gateway....3yrs ago we had green thinking in kingsville...the mayor attended....almost 700 people showed up to learn about the benefits of cannabis....and everyone was over the age of 40...people want access..people want to actually talk to someone when they get their medication...just like going to big pHARMa...and seeing the REAL DRUG DEALER the pHARMAceutical white coat king pin that freely dispenses drug at the cost of peoples lives..i suggest at least one person on the council actually..educates themselves..on what cannabis actually does...and don,t make decisions on hear say...and base them on actual scientific fact...here are some true life experience with cannabis... https://www.youtube.com/watch?v=VRk1dRIEwZs</p>
120	This would be a benefit to Kingsville residence, an opportunity for retail growth, promote our local growers and promote tourism
121	Seeing as Kingsville allows the greenhouse production of marijuana, it is hypocritical to not allow the sale of the same product, providing the regulations regarding placement of the retail outlet are followed.
122	Cannabis should be treated as alcohol. Moving forward with a safe retail store is progressive, this is not prohibition.
123	Opt in or Opt out is irrelevant cannibas is legal. They will get it if they want it. We need bylaws so that the average non user can walk to public buildings and not get a contact high. So when at our local facilities young children don't have to see and smell it everyday of their lives. We cannot drink in public, should be they have to smoke cannibas in private.
124	There will plenty of stores in the surrounding towns... go to those stinky places and get it
125	I would prefer to purchase my medical cannibis in my town. Not to other cities or online.
126	Not what we want for our town. Just like the greenhouse growers. Keep them away.
127	This is not what we want our small community to be known for.
128	As long as it's restricted to those of age, there is no reason not to allow it
129	<p>It will have employees JOBS.</p> <p>This stuff in no worse than tobacco spirits beer or wine and we sell all this in the town</p>
130	Many people can't or aren't able to travel to other towns. I believe it should be available for anyone who wants to use it for medical purposes, just as pharmacies are readily available.
131	It bothers me that by opting in, we can't put controls on the sale of cannabis that are good for OUR town.
132	Cannabis store should be allowed because people do use it medically and I'd rather go to town store then buy it online and. Wait for it..You allow Lcbo. So cannabis store should be allowed.
133	It's a LEGAL plant and should be treated just as. Being so close to LPs in the area we should support all local businesses. With edibles on the horizon I also feel that other type stores may rise up and we could really benefit as a community.
134	The plan to wait and see is better than not being able to turn back the decision
135	Cannabis is now legal in Canada and it won't go away anytime soon. Embrace the business opportunity. If we don't, another community will.

Appendix B - Survey Comments

Town of Kingsville Cannabis Retail Survey	
136	Sales online or through LCBO keeps the controls in place to ensure regulated product is sold and also that no sales are to minors.
137	I believe adults should have a choice where they purchase from whom they see fit to. Also I believe it add to the ever growing economy in Kingsville.
138	Let's bring more businesses to Kingsville.
139	There is a lot to learn in this new field. It is best to wait and see what happens over the next few years before jumping in.
140	Opt out, gather all the facts and revisit the issue later to decide if we want back in.
141	It will bring in revenue
142	Kingsville has a beer store, liquor store, bars and wineries, so what's the difference <input type="checkbox"/> People who smoke marijuana do not behave bad like people who drink alcohol do. We all know Kingsville needs the extra tax dollars. If Kingsville says no the residents are going to go to other communities that have said yes and those communities are going to be raking in the dollars not Kingsville
143	Cannabis stores or shops will boost revenue in town, it is not only "bad" people who use it!! There are plenty who use it for pain, mental health, chronic illness or worse!!! I believe it will benefit the community and educate people as well!
144	Inclusion of cannabis retail outlets will only degrade our small town appeal affecting tourism and will generate community division. Most residents, I find, are opposed to the legalization of marijuana.
145	This is a no brainer....it is legal and offers many health benefits as we face aging and illness
146	Not good for our town or our kids
147	As a local public health nurse I admit my bias but as a long time resident & ratepayer of Kingsville I say "NO, not in my town!"
148	This town is too small to have a store far enough away from the existing schools and the potential new school. Our community doesn't need this. If consumers of pot want it, they can go to Windsor, Leamington or buy it online.
149	I also support the zoning of greenhouse, that are in safe distance away from schools.
150	Either way, the town will receive push back from the community. People don't like change, but will adapt eventually. Ontarians are already displeased with the provincial regulation of cannabis in Ontario. I believe Kingsville should opt in right away, this is the direction our nation is headed, there is no need to postpone the inevitable. Especially when it will not be regulated by the town. What I do suggest is more public education about cannabis and cannabis products throughout the community, across a range of demographics. Education is important, and this is something the town can control/take charge of.
151	Just because it's legal, doesn't mean it's right.
152	I do not believe that cannabis is a major problem, it may actually have more benefit than harm.
153	We don't need these stores in our town.
154	Given the limited control the municipality will have in controlling the number of and the location of the town of kingsville should opt out.
155	If there is an opportunity to drag our heels on this let's do so, that way we can learn what mistakes are made in other municipalities. My biggest concern with the private model is that we may end up with four pot shops on every corner of an intersection, covered with pot leaves. I'd prefer a more discreet exposure.
156	We are a small tourist town and are already fighting new greenhouses, etc. We don't need to add cannabis stores. Those who want it can get it online. Let's keep the atmosphere of our town family-friendly.

Town of Kingsville Cannabis Retail Survey	
157	With the health benefits that would accompany cannabis sales in a retirement community it would be a disgrace to see people go elsewhere to get the medications they need from another community .I speak as a person that has had multiple sclerosis for over 30 years and have been licenced by the Canadian government since 1999 to use medicinal cannabis it has given me the ability to walk talk and feed myself and no one should be denied its benefits
158	It is a lucrative business. There are still people buying illegally because they don't want to order directly from the government. A private business not only created jobs in the community but allows for in person transactions where people can be educated on the product and what would be good for them. Rather than just ordering random stuff from online.
159	Cannabis had many health benefits and help many people. They would benefit by buying cannabis locally whenever they needed it. It's not just for people to get high, it really helps with health issues.
160	People with Health issues that require more help than just popping over priced pills should have this legal option. Kingsville is a progressive community - it is forward thinking... This should be an option here. Plus Kingsville's also a community for Retiries, many who need to access cannabis. We are the top community in the county, let's lead the way to responsible use
161	No
162	Kingsville should stay a safe town. It just breaks my heart thinking that my grandchildren would such easy access for drugs
163	Quite frankly cannabis has been around here for a long long time. I have yet to see crazed gangs of 'REEFER' smokers impacting our town in any fashion. Cannabis is a medicine far safer than prescription drugs and not even on the same page compared to the effects of alcohol. How many outlets is alcohol available in this town? Let us not remain amongst the ill-informed with regards to cannabis. Here it is two months after legalization and three years after the government was voted in with a mandate to legalize and only now is the town developing a strategy. We need to be progressive here in Kingsville and allow cannabis retail store fronts and dispensaries.
164	I think that growth and development into new sectors is healthy for our local economy and would be no more of a nuisance than any of the new breweries that have been opened recently. Our local citizens are very respectful, and I don't see it causing any issue.
165	The town can opt in later. Better to wait and watch what happens in other municipalities for now.
166	Yes! Yes! Yes! As a breast cancer survivor this plant has helped me tremendously with stress, pain and anxiety. Please do your homework on this miracle plant and dont let the stigma of it alter your decision. These is a great opportunity for Kingsville. If we dont, another municipality will and we will lose out on evwrything☺
167	no
168	Using legally cannabis is very dangerous eapecially for kids under 25. I also believe that it will threaten a safety of our community.
169	We need the tax money. Pot is already being sold and always has. We have wine beer and cigarettes being sold all over which are way worse than pot.
170	This will provide the opportunity to create more jobs and lessen the amount of empty storefronts in town. It will also provide more revenue for the town. Cannabis has become a legal substance and for the town to impose any further prohibition on it makes no sense whatsoever.
171	Locally owned and operated
172	I FEEL THAT WE SHOULD HAVE A SAY ON THE SALE OF ALCOHOL THEN, BAN IT OR NOT.....

Appendix B - Survey Comments

Town of Kingsville Cannabis Retail Survey	
173	I think this is a great idea to build small businesses



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
(519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

Date: January 7, 2019

To: Mayor and Council

Author: Robert Brown, H. Ba, MCIP, RPP
Manager, Planning Services

RE: Application for Site Plan Amendment SPA/16/18 by
Capogna Flowers Inc.
2078 Talbot Road, Part of Lots 12 & 13, Con 2 ED, Pt. 1, RP 12R 8843 &
Pt. 2 and Part of Part 1, RP 12R 24207

Report No.: PDS 2018-066

AIM

To provide the Mayor and Council with information on a proposed two-phase greenhouse expansion located at 2078 Talbot Road, in the Town of Kingsville.

BACKGROUND

The subject property is a 10 ha (24.8 ac.) farm parcel containing an existing dwelling, bunkhouse and approximately 1.74 ha (4.3 ac.) of greenhouse. (See Appendix A) The facility presently grows a variety of flowers for the retail and wholesale market with some retailing directly from the site. The applicant received approval of a three phase 3.9 ha (9.7 ac.) expansion in May of 2013 however did not proceed with those plans. They are now proposing a revised layout in two phases for the development of up to 3.2 ha (7.9 ac.) of new greenhouse. (See Appendix B) A storm water management report has been completed and submitted for review with the application.

DISCUSSION

1.0 Provincial Policy Statement

There are no issues of Provincial significance raised by this application.

2.0 Official Plan

The subject property is designated 'Agriculture' and subject to the policies under Section 3.1 of the Official Plan for the Town of Kingsville. The proposed site plan layout and associated agreement to establish conforms to the Official Plan.

3.0 Comprehensive Zoning By-Law – Town of Kingsville

The subject property is zoned 'Agricultural Zone Exception 26 (A1-26)'. The attached site plan has been reviewed and the proposed new development will be in compliance with all provisions of the Town of Kingsville Zoning By-law 1-2014 and the site-specific regulations outlined by under the A1-26 Zone. This special zoning was implemented in 2009 as a result of a change from extractive industrial to a limited agricultural.

4.0 Site Plan

Phase one of the development will be the construction of 1.92 ha (4.75 ac.) of greenhouse, a 1170.6 sq. m (12,600 sq. ft.) warehouse and 1,137.5 sq. m (12,245.5 sq. ft.) boiler room. The existing loading area is being relocated to the new warehouse area. The warehouse will contain a new office space on the main level with a new bunkhouse area located above that. (See Appendix C) Phase two will add an additional 1.28 ha (3.15 ac.) of greenhouse. An expanded parking area will be required. There is an existing large storm water pond on the site. Grading of the site will be required and a new swale along the rear and easterly lot line will direct overland flows to the storm water pond. Much of the new greenhouse space is actually replacing outdoor production area with new indoor space rather than an increase in overall production on the site. The applicant has indicated that no grow lighting is used in the new greenhouses however the site plan agreement will still contain provisions for lighting control should that change in the future. The facility has two existing large water services and has indicated that no additional services are required. Municipal Services will require an indemnification from the applicant indicating that no additional water will be required. This is included as a condition of the amendment to the existing site plan agreement.

LINK TO STRATEGIC PLAN

Support growth of the business community.

FINANCIAL CONSIDERATIONS

The site plan approval will result in building permit fees, development charges and an increase in assessment once construction of each phase is completed.

CONSULTATIONS

Applicable agencies and Town Administration were circulated for comment by email. At the request of Council staff are also providing notice to property owners of significant site plan approvals or amendments to provide an opportunity for public comment.

Agency or Administrator	Comment
Essex Region Conservation Authority Watershed Planner	<ul style="list-style-type: none">• Full comment is attached as Appendix 'D';• Storm water management will be required along with any necessary permits.• The ERCA comment does make reference to a minor variance however the final site plan relocated the bunkhouse removing the need for the variance.
Town of Kingsville Management Team	<ul style="list-style-type: none">• No concerns with the requested site plan.• The proposed building needs to comply with the requirements of the OBC.• Municipal Services has reviewed the storm water management plan and indicated that the plan must include the new 20% capacity increase to address ERCA climate change requirements. There were no objection to the proposed development moving forward subject to conditions outlined in the agreement.
County of Essex	<ul style="list-style-type: none">• The County will require permits for any works to alter the existing access to the property.

RECOMMENDATION

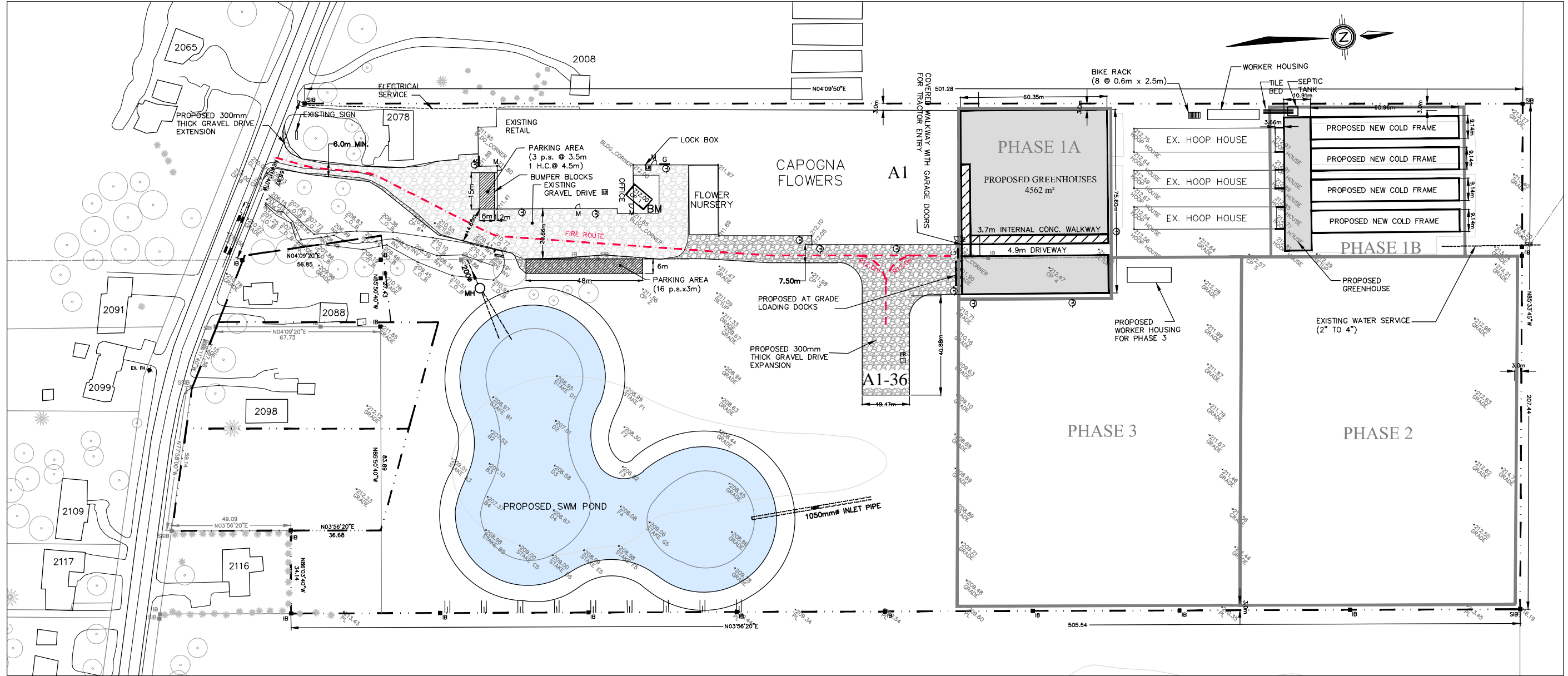
It is recommended that Council approve site plan amendment application SPA/16/18 for the proposed two-phase addition to an existing greenhouse operation, subject to the conditions outlined in the amendment to the existing site plan agreement and authorize the Mayor and Clerk to sign the site plan agreement and register said amended agreement on title.

Robert Brown

Robert Brown, H. Ba, MCIP, RPP
Manager, Planning Services

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer



SITE DATA

ZONING – A1 & A1-36 (AGRICULTURAL)
TOTAL LOT AREA – 103,817 SQ.M.
GROSS BUILDING AREA :
EXISTING 10,159 SQ.M.– LOT COVERAGE 9.78%
PROPOSED PHASE 1A – 4,562 SQ.M.– LOT COVERAGE 4.39%
PHASE 1B – 2,843 SQ.M.– LOT COVERAGE 2.74%
PHASE 2 – 16,269 SQ.M.– LOT COVERAGE 15.67%
PHASE 3 – 15,610 SQ.M.– LOT COVERAGE 15.04%

TOTAL EXISTING &
PROPOSED BLDGS: 49,443 SQ.M. 47.62%

LEGEND

- EXISTING GRAVEL DRIVEWAY
- PROPOSED GRAVEL DRIVEWAY EXPANSION
- EXISTING WALL MOUNT LIGHTING
- EXISTING MAN DOOR
- EXISTING GARAGE DOOR
- LOCKBOX

NOTE: ALL EXTERIOR LIGHTING SHALL BE SHROUDED, FULL CUT-OFF AND COMPLY WITH DARK SKY POLICIES

SITE BENCH MARK–FINISHED FLOOR ELEVATION 212.000
ASSUMING FINISHED FLOOR OF NORTH FACING DOUBLE DOORS OF CAPOGNA FLOWERS BUILDING 212.00m

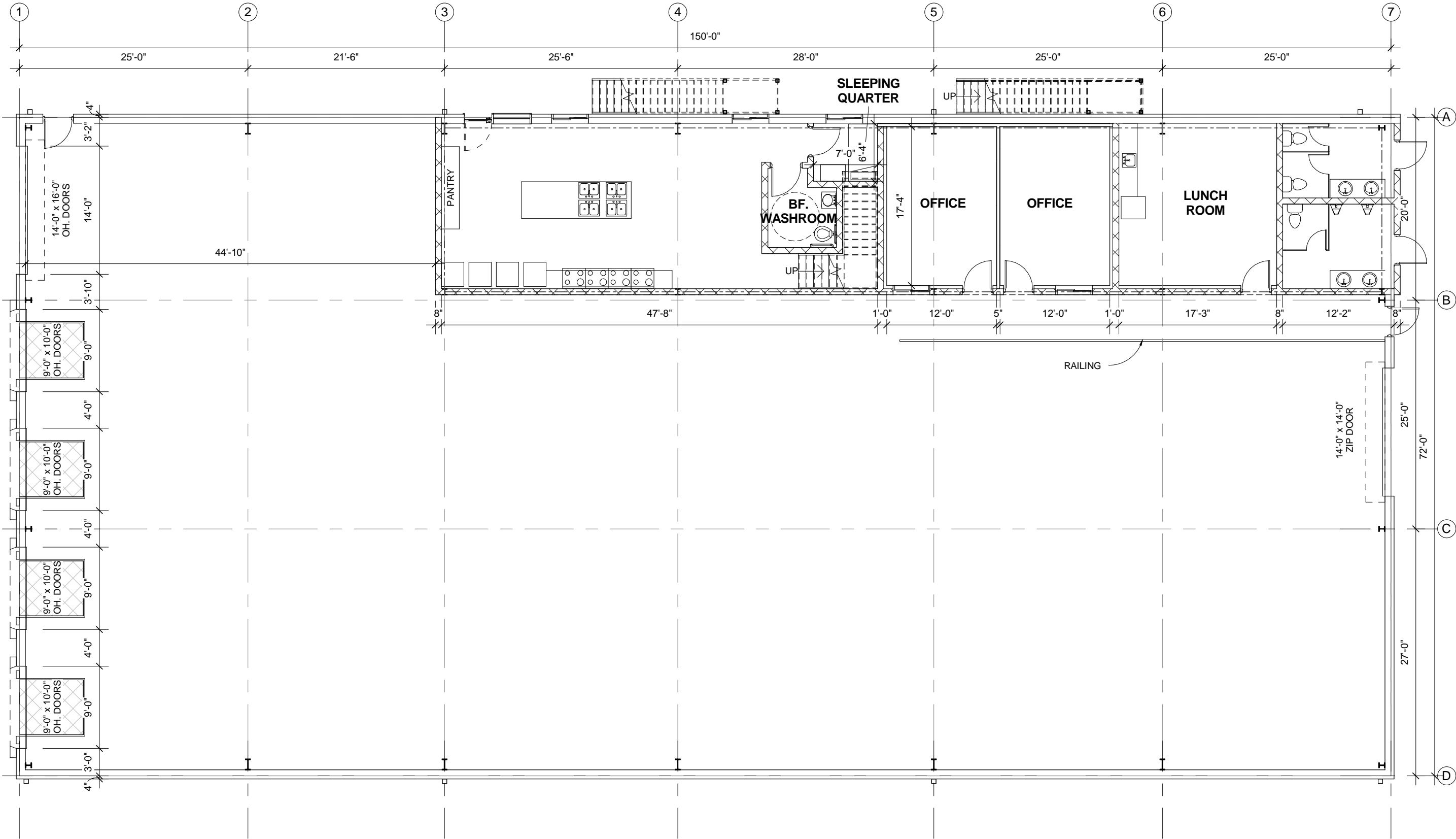


1.	PRECONSULTATION WITH TOWN	14 Feb, 2012	S.M.L.	R.C.S.	6.					DESIGN	R.C.S.
2.	SUBMIT SITE PLAN TO TOWN	12 FEB, 2013	B.J.S.	R.C.S.	7.					CHECKED	R.C.S.
3.	RE-SUBMIT TO TOWN	10 APR, 2013	B.J.S.	R.C.S.	8.					DRAWN	B.J.S./S.M.L.
4.	FINAL SUBMISSION TO TOWN	1 MAY, 2013	B.J.S.	R.C.S.	9.					CHECKED	R.C.S.
5.					10.					DATE	JAN 2012
NO.	REVISION	DATE	BY	APP.	NO.	REVISION	DATE	BY	APP.	SCALE	1:750

CAPOGNA GREENHOUSE EXPANSION

SITE PLAN

PROJECT NO.
11-206
SHEET NO.
1
OF
1



Finished Floor

3/32" = 1'-0"

First Floor			
Project number	18	A1	
Date	Nov. 13, 2018	GA	AB
Drawn by	GA	Scale 3/32" = 1'-0"	
Checked by	AB		

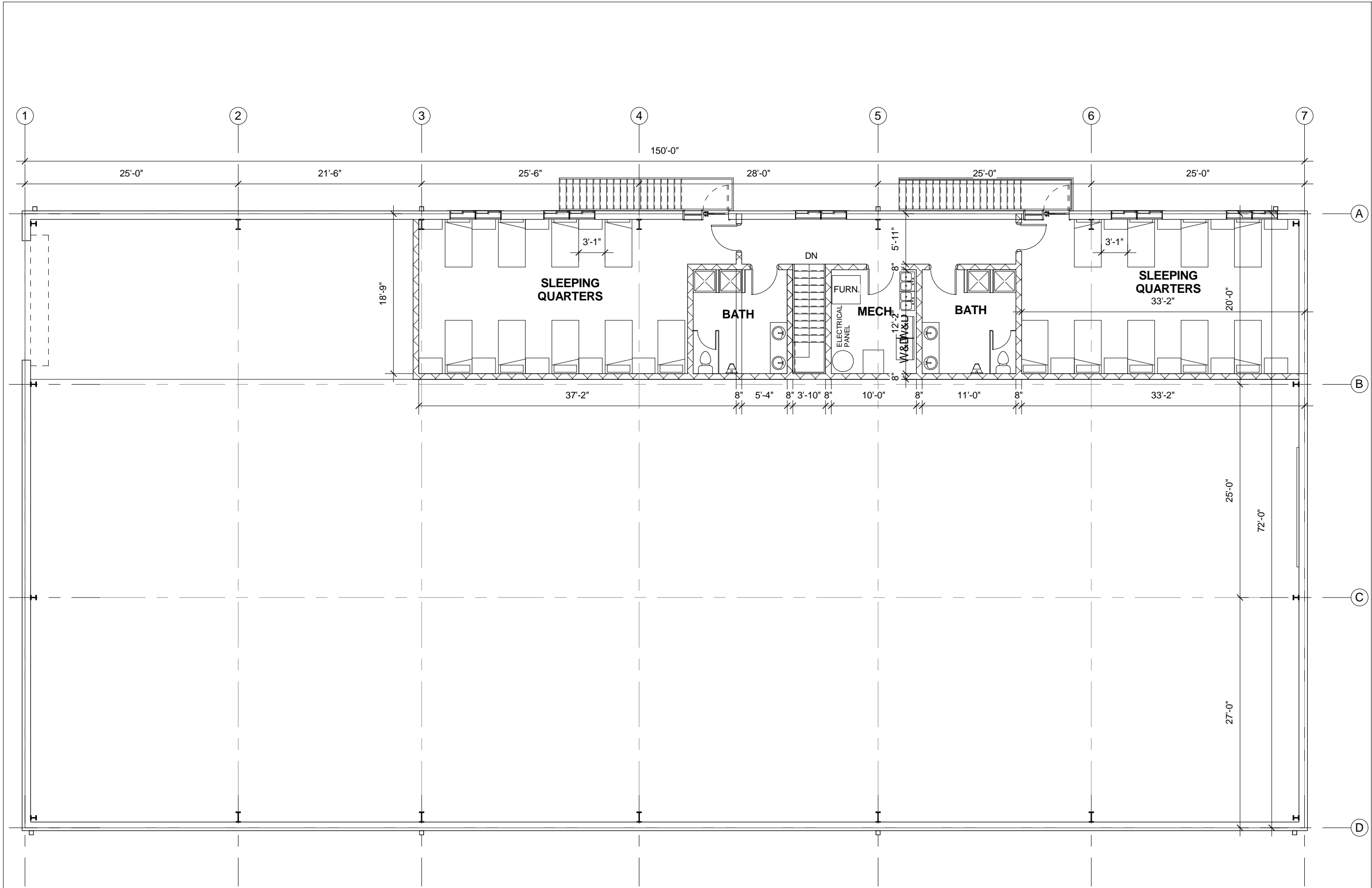
No.	Description	Date

Capogna Flowers

Ruthven

10 800 sf Warehouse w. Bunkhouse





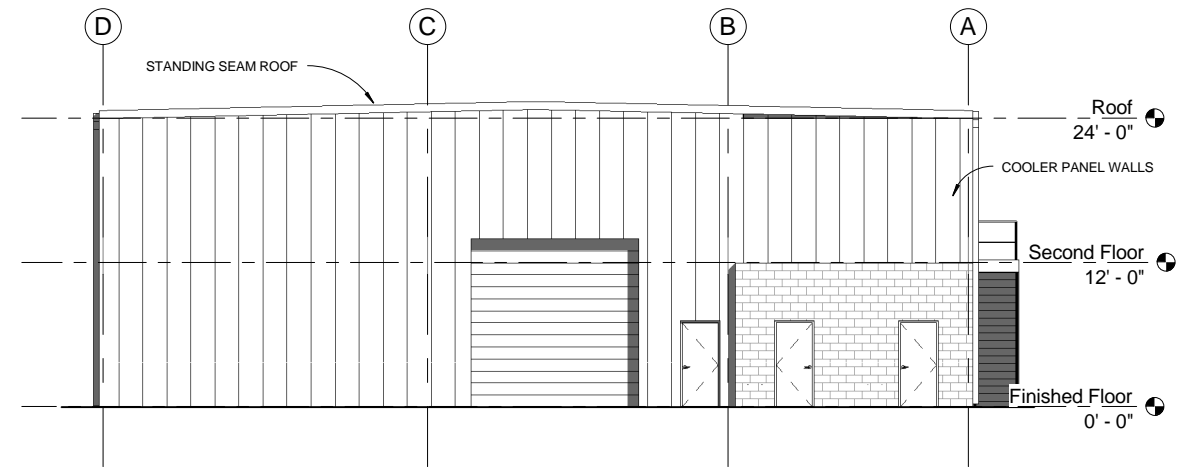
2 Second Floor
3/32" = 1'-0"

Second Floor			
Project number	18	A2	
Date	Nov. 13, 2018	Drawn by	GA
Checked by	AB	Scale 3/32" = 1'-0"	

No.	Description	Date

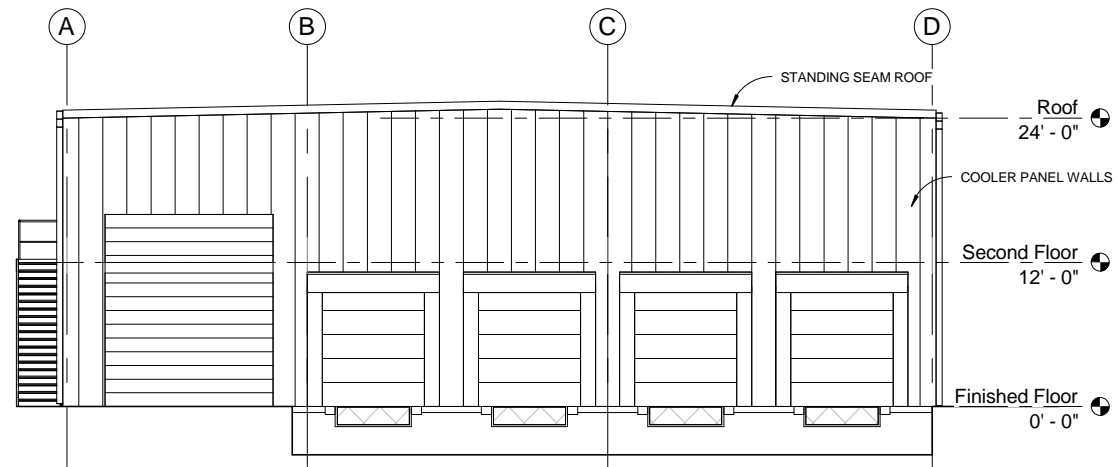
Capogna Flowers
Ruthven
10 800 sf Warehouse w. Bunkhouse





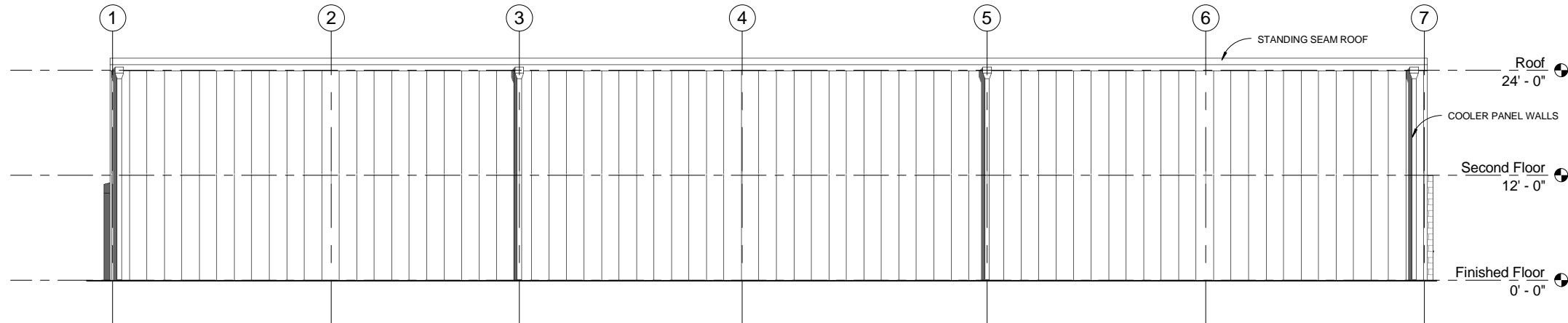
East

1/16" = 1'-0"



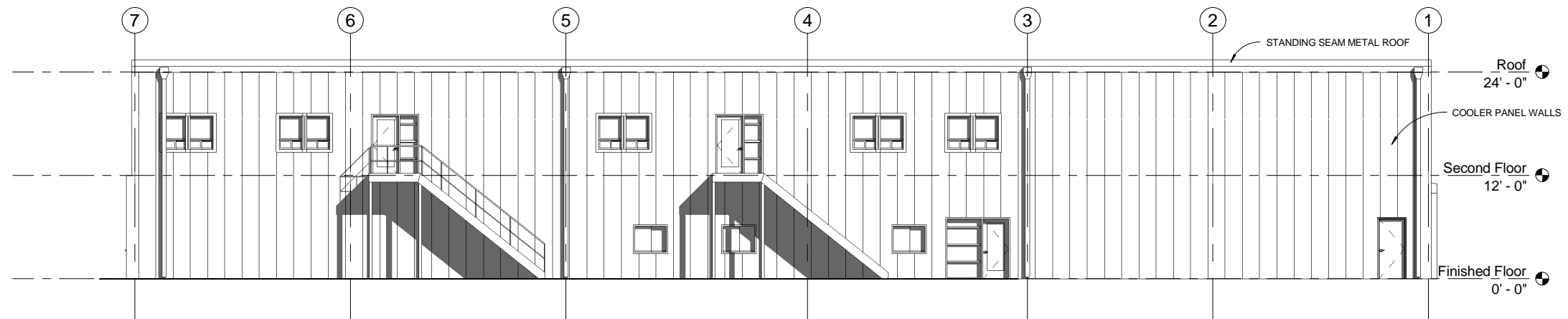
West

1/16" = 1'-0"



South

1/16" = 1'-0"



North

1/16" = 1'-0"

Elevations

Project number	18	S6	Scale	1/16" = 1'-0"
Date	Nov. 13, 2018			
Drawn by	GA			
Checked by	MB & VA			

Date

Description

No.

Capogna Flowers

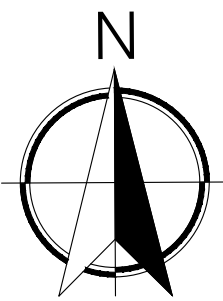
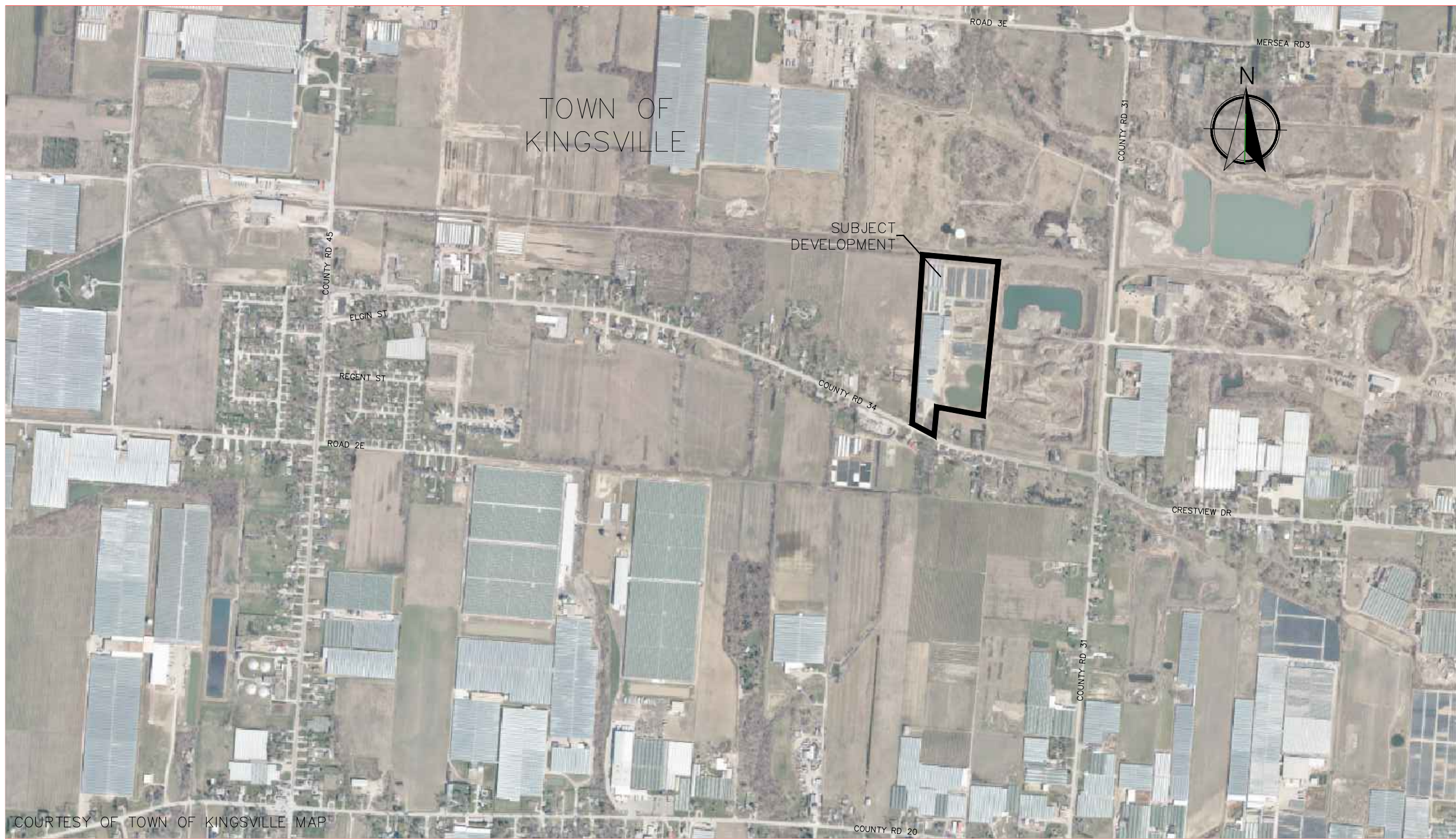
Ruthven

10 800 sf Warehouse w. Bunkhouse



CAPOGNA FLOWERS GREENHOUSE EXPANSION

2078 COUNTY ROAD 34 (TOWN OF KINGSVILLE)

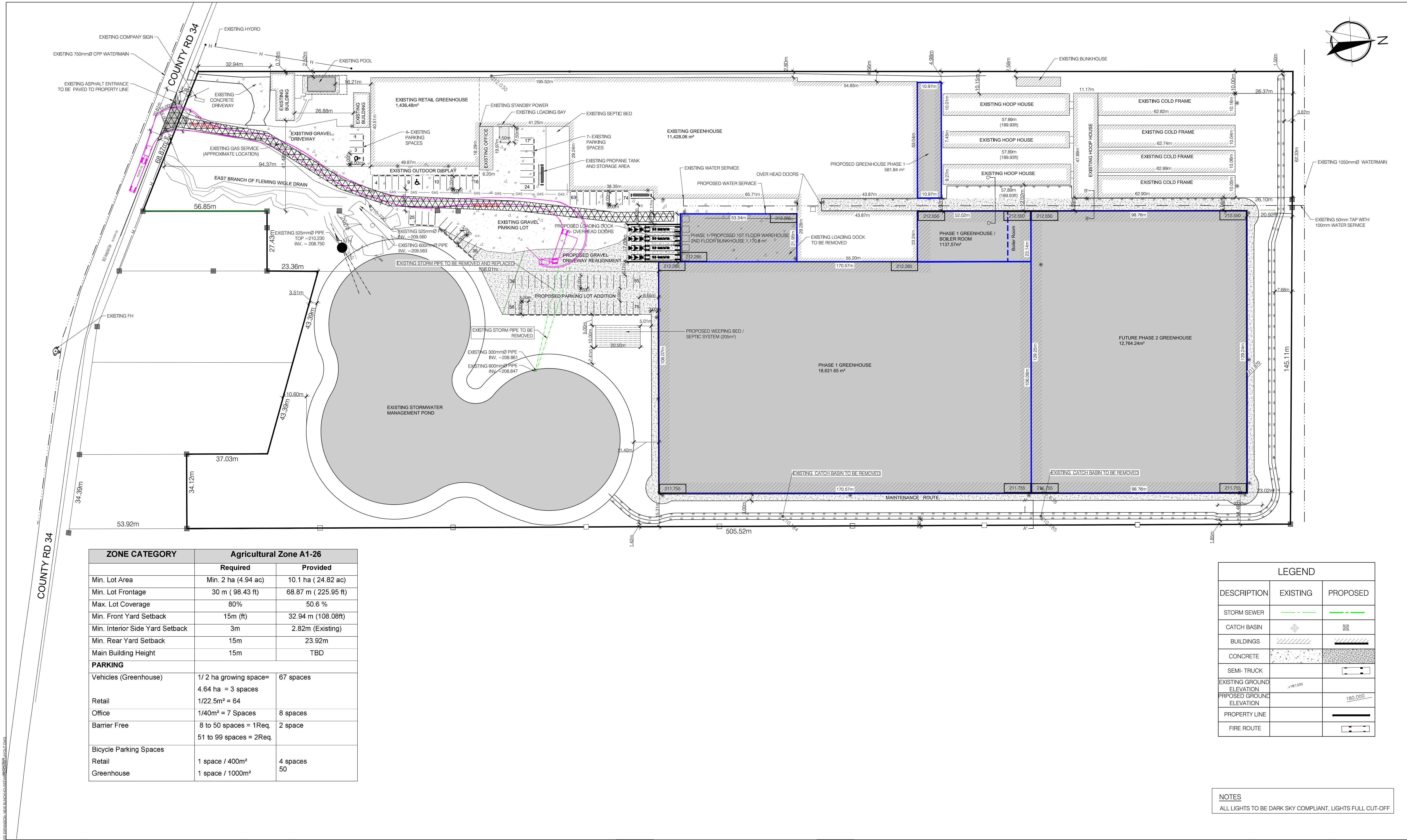


SHEET INDEX	
Sheet Number	Sheet Title
--	TITLE PAGE
1	SITE PLAN
2	SERVICING PLAN
3	GRADING PLAN

KEY MAP

ATTENTION
CONTRACTOR IS RESPONSIBLE FOR CONFIRMING THE EXACT LOCATION AND PROTECTION OF EXISTING UTILITIES DURING CONSTRUCTION.

BENCHMARK
TOP OF LIGHT POST OF ON EXISTING ASPHALT PARKING LOT AS SHOWN ON THE PLAN ELEVATION = 186.563m



ZONE CATEGORY	Agricultural Zone A1-26	
	Required	Provided
Min. Lot Area	Min. 2 ha (4.94 ac)	10.1 ha (24.82 ac)
Min. Lot Frontage	30 m (98.43 ft)	68.87 m (225.95 ft)
Max. Lot Coverage	80%	50.6 %
Min. Front Yard Setback	15m (ft)	32.94 m (108.08ft)
Min. Interior Side Yard Setback	3m	2.82m (Existing)
Min. Rear Yard Setback	15m	23.92m
Main Building Height	15m	TBD
PARKING		
Vehicles (Greenhouse)	1/2 ha growing space= 4.64 ha = 3 spaces	67 spaces
Retail	1/22.5m² = 64	
Office	1/40m² = 7 Spaces	8 spaces
Barrier Free	8 to 50 spaces = 1Req. 51 to 99 spaces = 2Req.	2 space
Bicycle Parking Spaces		
Retail	1 space / 400m²	4 spaces
Greenhouse	1 space / 1000m²	50

LEGEND		
DESCRIPTION	EXISTING	PROPOSED
STORM SEWER		
CATCH BASIN		
BUILDINGS		
CONCRETE		
SEMI-TRUCK		
EXISTING GROUND ELEVATION		
PROPOSED GROUND ELEVATION		
PROPERTY LINE		
FIRE ROUTE		

NOTES
ALL LIGHTS TO BE DARK SKY COMPLIANT, LIGHTS FULL CUT-OFF

DATE: JUNE 01, 2018

SHURJEEL TUNIO, P.ENG.

DATE	REVISIONS
MARCH 05, 2018	SITE PLAN SUBMISSION
NOV. 26, 2018	SITE PLAN REVISIONS / BUNKHOUSE RELOCATION
JAN. 03, 2018	REVISIONS AS REQUESTED BY THE MUNICIPALITY

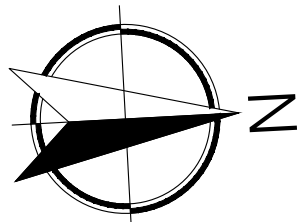
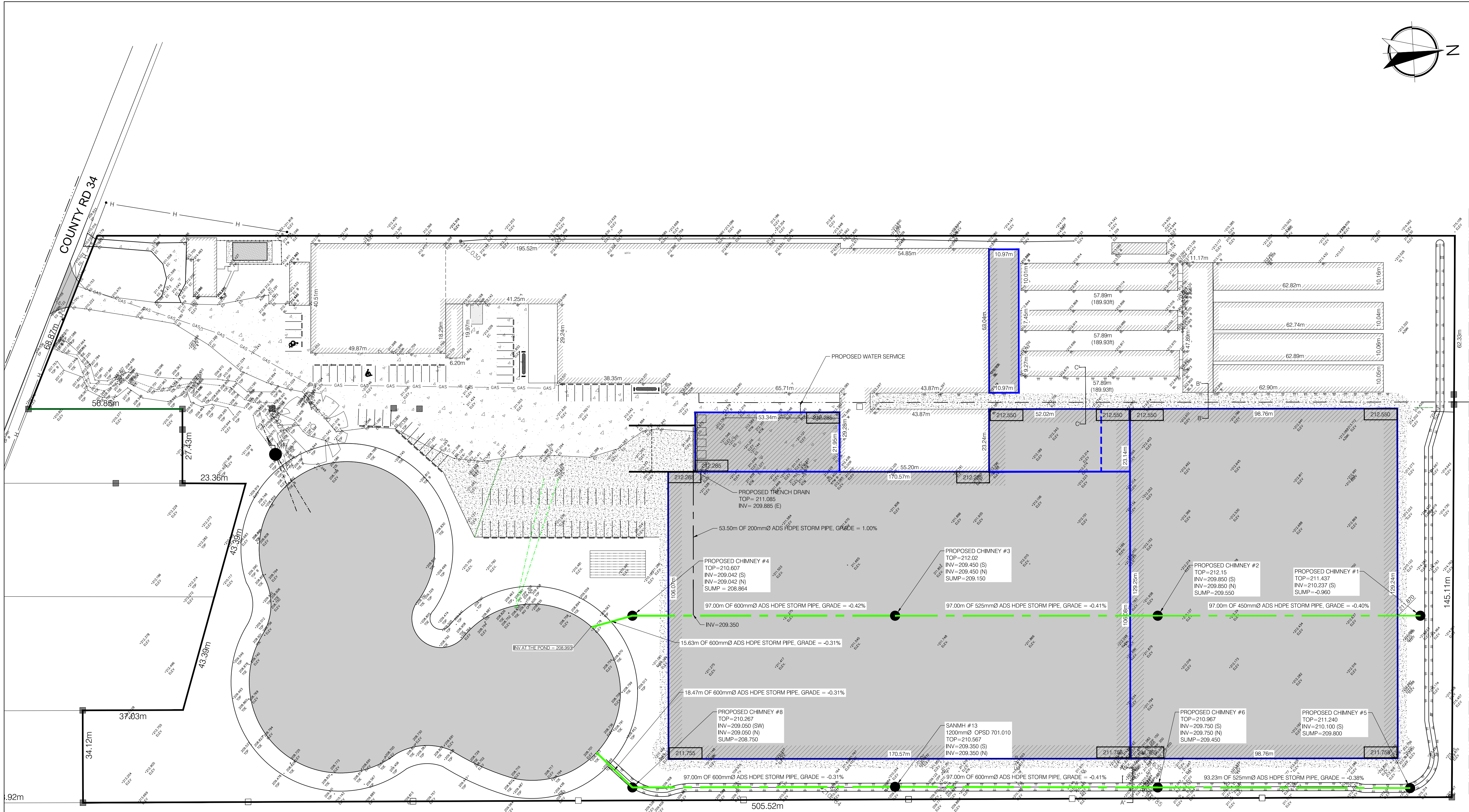
27 PRINCESS STREET, SUITE #102
LEAMINGTON, ONTARIO
N8H 2X8

1000 - 267 PLUSIER STREET,
WINNIPEG, ONTARIO
R9A 4K4

PROJECT TITLE:
CAPOGNA FLOWERS GREENHOUSE EXPANSION
2078 COUNTY ROAD 34 (TOWN OF KINGSVILLE)
GOSFIELD SOUTH CON 2 ED PT

SHEET TITLE:
SITE PLAN

DATE: SEPTEMBER 20, 2018 SCALE: 1:750	PROJECT NO: 17-175
DRAWN BY: J.N / S.T / G.S. CHECKED BY: S.T.	SHEET NO: 1



LEGEND		
DESCRIPTION	EXISTING	PROPOSED
STORM SEWER		
CATCH BASIN		
BUILDINGS		
CONCRETE		
SEMI- TRUCK		
EXISTING GROUND ELEVATION	+187.000	
PROPOSED GROUND ELEVATION		180.000
PROPERTY LINE		
FIRE ROUTE		

NOTES
ALL LIGHTS TO BE DARK SKY COMPLIANT, LIGHTS FULL CUT-OFF
STORM PIPES TO BE EMBEDDED IN 0.3m OF GRANULAR 'A' MATERIAL AND ALSO BACKFILLED WITH GRANULAR 'A' MATERIAL 0.3m ABOVE THE TOP OF PIPE

BAIRD AE ARCHITECTURE + ENGINEERING
1000 - 267 PLUSIER STREET, WINNIPEG, ONTARIO N9A 4K4

DATE: JUNE 01, 2018

SHURJEEL TUNIO, P.ENG.

DATE	REVISIONS
MARCH 05, 2018	SITE PLAN SUBMISSION
NOV. 26, 2018	SITE PLAN REVISIONS / BUNKHOUSE RELOCATION
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27 PRINCESS STREET, SUITE #102
LEAMINGTON, ONTARIO
N8H 2X8

1000 - 267 PLUSIER STREET,
WINNIPEG, ONTARIO
N9A 4K4

PROJECT TITLE:
CAPOGNA FLOWERS GREENHOUSE EXPANSION
2078 COUNTY ROAD 34 (TOWN OF KINGSVILLE)
GOSFIELD SOUTH CON 2 ED PT

SHEET TITLE:
SERVICING PLAN

DATE:
SEPTEMBER 20, 2018

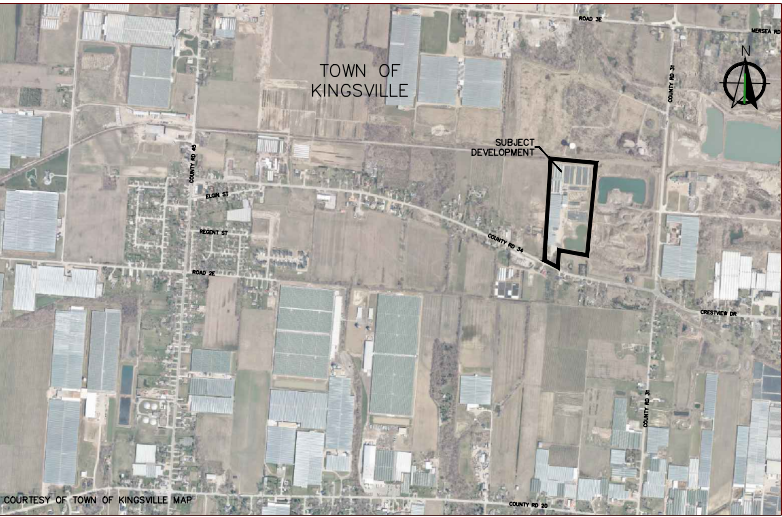
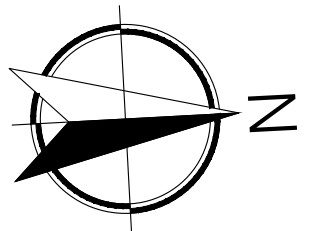
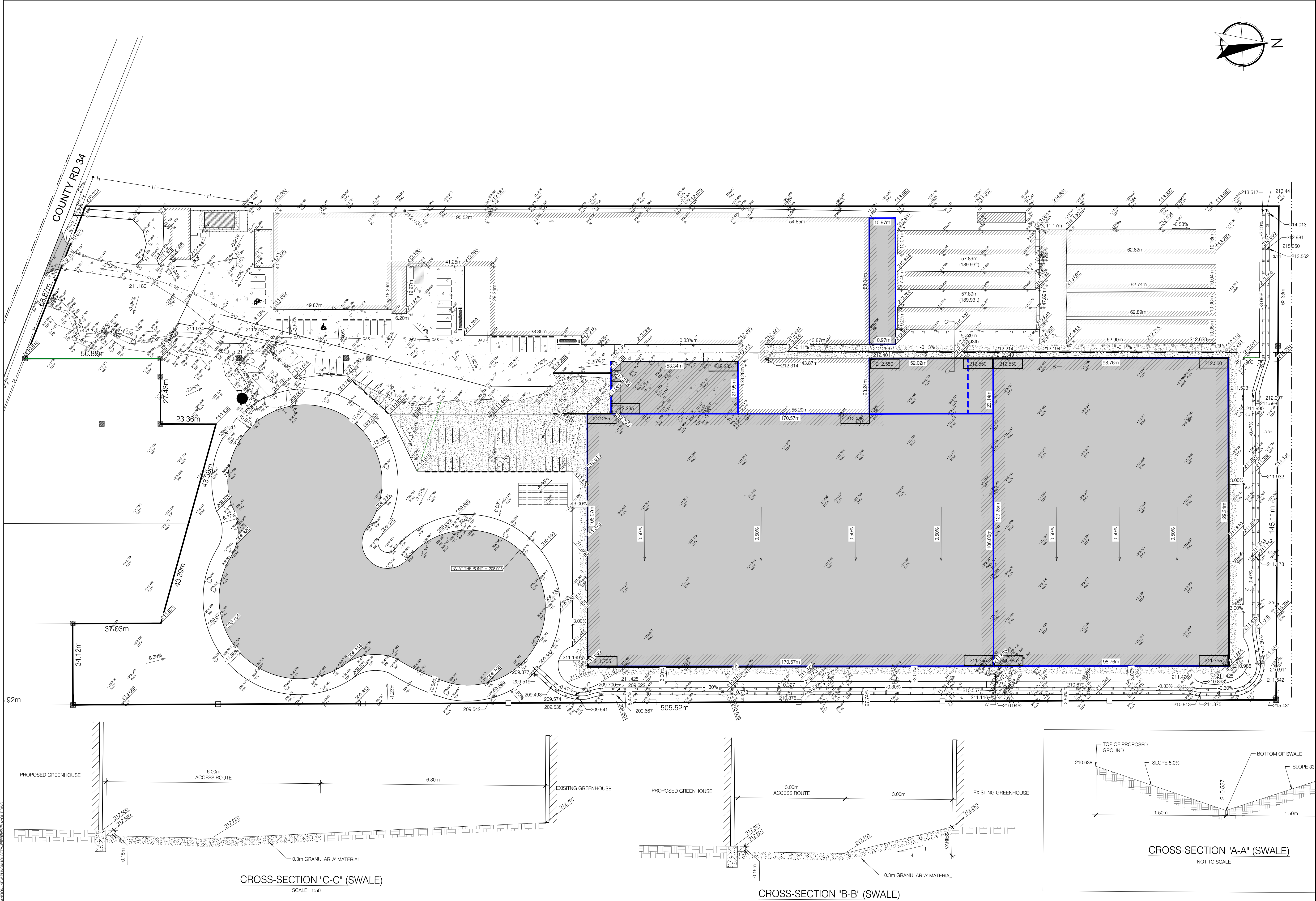
SCALE:
1:750

DRAWN BY:
G.S / S.T.

CHECKED BY:
S.T.

PROJECT NO:
17-175

SHEET NO:
2



KEY MAP

LEGEND		
DESCRIPTION	EXISTING	PROPOSED
STORM SEWER		
CATCH BASIN		
BUILDINGS		
CONCRETE		
SEMI-TRUCK		
EXISTING GROUND ELEVATION		
PROPOSED GROUND ELEVATION		
PROPERTY LINE		
FIRE ROUTE		

NOTES
ALL LIGHTS TO BE DARK SKY COMPLIANT, LIGHTS FULL CUT-OFF

DATE: JUNE 01, 2018

SHURJEEL TUNIO, P.ENG.

DATE	REVISIONS
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NOV. 26, 2018	SITE PLAN REVISIONS / BUNKHOUSE RELOCATION
JAN. 03, 2018	REVISIONS AS REQUESTED BY THE MUNICIPALITY

27 PRINCESS STREET, SUITE #102
LEAMINGTON, ONTARIO
N8H 2X8

1000 - 267 PULSIFER STREET,
WINNIPEG, ONTARIO
R9A 4K4

PROJECT TITLE:
CAPOGNA FLOWERS GREENHOUSE EXPANSION
2078 COUNTY ROAD 34 (TOWN OF KINGSVILLE)
GOSFIELD SOUTH CON 2 ED PT

SHEET TITLE:
GRADING PLAN

DATE: SEPTEMBER 20, 2018	PROJECT NO: 17-175
SCALE: 1:750	
DRAWN BY: G.S / S.T.	SHEET NO: 3
CHECKED BY: S.T.	



planning@erca.org

P.519.776.5209

F.519.776.8688

360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

October 25, 2018

Mr. Robert Brown, Manager of Planning Services
Planning & Development Services Department
The Corporation of the Town of Kingsville
2021 Division Road North
Kingsville Ontario, N9Y 2Y9

Dear Mr. Brown:

RE: Applications for Site Plan Control SPA-16-18, & Minor Variance A-08-18
2078 TALBOT RD, ARN 371129000025600; PIN: 751460142
Applicant: Capogna Flowers Inc.

The following is provided for your information and consideration as a result of our review of Applications for Site Plan Control SPA-16-18, and for Minor Variance A-08-18. The applicants are proposing to construct an expansion of the existing greenhouse complex located at 2078 Talbot Road. The expansion will be in two phases and include a 2 new greenhouse structures, a bunk house and parking areas. We understand that the minor variance is being requested to reduce the rear yard setback of the proposed bunkhouse from 15 metres to 10 metres.

DELEGATED RESPONSIBILITY TO REPRESENT PROVINCIAL INTEREST IN NATURAL HAZARDS, (PPS, 2014) AND REGULATORY RESPONSIBILITIES OF THE CONSERVATION AUTHORITIES ACT

The following comments reflect our role as representing the provincial interest in natural hazards encompassed by Section 3.1 of the Provincial Policy Statement of the Planning Act as well as our regulatory role as defined by Section 28 of the Conservation Authorities Act.

The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the *Conservation Authorities Act*, (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the East Branch Of Fleming Wigle Drain. The property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by the regulations.

We would advise the owners to submit an Application for Permit to this office along with the associated base cost fee of \$1750.00 (for the first hectare of the development), plus the additional \$400.00 per hectare for the remainder of the development. Submission of the application should be directed to the attention of Ms. Lisa Pavan, Administrative Associate: Watershed Management Services (lpavan@erca.org) or by telephone at 519-776-5209 ext. 346. An Application for Permit and our current fee schedule is available on our website www.erca.org.

WATERSHED BASED RESOURCE MANAGEMENT AGENCY



Mr. Brown
October 25, 2018

The following comments are provided in an advisory capacity as a public commenting body on matters related to watershed management.

We are concerned with the potential impact of the quality and quantity of runoff in the downstream watercourse due to future development on this site. We therefore request inclusion of the following conditions in the Site Plan Control Agreement:

1. That the developer undertakes an engineering analysis to identify stormwater quality and quantity measures as necessary to control any increases in flows in downstream watercourses, up to and including the 1:100 year design storm, to the satisfaction of the Municipality and the Essex Region Conservation Authority.
2. That the developer installs stormwater management measures identified above, as part of the development of the site, to the satisfaction of the Municipality and the Essex Region Conservation Authority.
3. That the developer obtains the necessary permit or clearance from the Essex Region Conservation Authority prior to undertaking site alterations and/or construction activities.

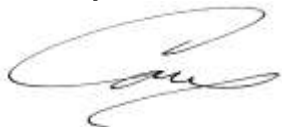
PLANNING ADVISORY SERVICE TO MUNICIPALITIES - NATURAL HERITAGE POLICIES OF THE PPS, 2014

The following comments are provided from our perspective as a service provider to the Municipality on matters related to natural heritage and natural heritage systems. The comments in this section do not necessarily represent the provincial position and are advisory in nature for the consideration of the Municipality as the planning authority.

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies.

If you have any questions or require any additional information, please contact the undersigned.

Sincerely,



Corinne Chiasson
Resource Planner
/cor





2021 Division Road North
Kingsville, Ontario N9Y 2Y9
(519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

Date: December 19, 2018

To: Mayor and Council

Author: Robert Brown, H. Ba, MCIP, RPP
Manager, Planning Services

RE: Greenhouse Development Standards Update

Report No.: PDS 2018-064

AIM

To provide the Mayor and Council with an overview of greenhouse development in Kingsville and outline methods to review and update the current regulations.

BACKGROUND

At the November 26, 2018 meeting of Council a notice of motion was brought forward as follows, 'That Administration, through a report to Council, consider the implementation of an interim control by-law to prohibit all greenhouse development west of Division Road, until such time as Council has the opportunity to review current zoning and Official Plan policies.'

This was brought forward on the basis of concern raised by a local property owners group on Road 3 W as the result of a farm sale to a known greenhouse grower. However, at the time of the application there had been no pre-consultation with the purchaser, no application for site plan approval nor any timeline on the possibility of either. Staff spoke with several property owners in the area and outlined that the only approval that was being requested from the Town was for the severance of the existing dwelling on the property that was surplus to the owner's farming operation. In addition shortly after that severance a farm less than one kilometer from the Road 3 W property was also purchased by a known greenhouse owner but again with no plans or mention of such moving forward. Much of the concern raised with the Road 3 W property was site-specific given the number of rural residential properties and the proximity of a large natural heritage feature.

In the past five years there has been almost no interest in the construction of greenhouses west of Division Rd N based on a lack of most, if not all, of the vital services (water, hydro and natural gas) required to support such development. The concern is likely in part been

based on the significant development along Highway 77 in Leamington that has seen multiple large scale greenhouses in the last two years. Infrastructure in this area is much different and provides an ideal setting for greenhouse development.

Although greenhouse development in Kingsville has been strong in past years it has not represented a significant percent of the overall development in Kingsville. To provide some context I would note the following:

- i) In 2004 there was 543 acres of greenhouse
- ii) At the end of 2018 the Town has approx. 1,140 acres of greenhouse occupying about 1,500 acres.
- iii) Based on past phased approvals there is approx. 100 additional acres that could be constructed
- iv) Based on the total workable area of Kingsville this represents about 2.5% of the total agricultural lands available
- v) Over the period from 2004 to 2018 an average of 43 acres were developed each year
- vi) Growth over the last five years has been about half of the 14 year average or less than 2%
- vii) Agricultural land prices have been on the rise since 2007 but potential greenhouse development has not been the sole motivating factor in this rise

DISCUSSION

The power to enact an interim control by-law (ICBL) is an extraordinary one. Typically exercised in a situation where an unforeseen issue arises with the terms of an existing zoning permission, as a means of providing breathing space during which time the municipality may study the problem and determine the appropriate planning policy and controls for dealing with the situation. To pass an ICBL (Option A) the following steps must be undertaken:

- i) Council passes an Interim Control By-law
- ii) Council authorizes by resolution the necessary study work to be completed
- iii) A terms of reference clearly outlining the planning issues of concern is drafted with input from various stakeholders
- iv) Council approves the Terms of Reference and upset budget limit
- v) A Request for Proposals is prepared and tendered
- vi) The RFP is awarded and work completed

When implementing an ICBL the municipality must substantiate the planning rationale behind the authorizing resolution and the interim control by-law. At present prohibiting greenhouse development west of Division Rd. N. would be based on a speculative land purchase, minimal stakeholder input and limited planning rationale. There are no greenhouses located west of Division to clearly outline an impact to that specific area. There have been no applications filed for site plan approval and the area lacks the basic infrastructure to support greenhouse development.

Similar to other actions under the Planning Act an ICBL still has to be consistent with Provincial Policy and conform with the County and local Official Plan. All development regardless of type, zoning, or location must demonstrate that it can progress on a chosen site. Finally, if new policies were developed would they be applied to the entire Town or just potential development west of Division Rd. N? What impact does that have on the lands east of Division Rd. N.?

As one of the stakeholder groups, the Kingsville Property Owners have raised valid concerns with greenhouse development in general. Much of the concern centers on the current requirements, primarily zoning, but also impact to the existing non-farm uses in agricultural areas and the natural environment. The area in question, which is west of Division and south of Road 4 W, contains the largest concentration of large wooded areas and wetlands. These areas would potentially be impacted by greenhouse development and would be required to demonstrate no negative impact to the satisfaction of the Town and more than one provincial Ministry. This is just one of several requirements prior to even considering development in this area.

There has also been an increased focus on greenhouse development in the last two to three years by the MOECC, ERCA, the Town and the public for several different reasons including:

- i) Storm water management quality of discharge
- ii) Impact to municipal drains
- iii) Impact on aquifers and ground water recharge
- iv) Impact of large septic systems
- v) Infrastructure needs and condition
- vi) Light pollution and associated impacts
- vii) Odour
- viii) Migrant worker housing
- ix) Property tax classification

At the December 10, 2018 Council meeting it was suggested that an adhoc committee consisting of members of the citizens' group and the OGVG be established to open discussion on the issues that the group raised. This would in turn help to establish a framework for new greenhouse regulations and policies. (Option B) It would be recommended that the make-up of the committee be broadened to ensure that a fulsome public consultation on the issue is undertaken. This would be done by establishing a Terms of Reference for the committee and sub sequentially inviting a number of stakeholders to participate. (See Appendix A) This would include but not be limited to the OGVG, the Kingsville Property Owners Group, Essex Federation of Agriculture, Christian Farmers Federation of Ontario, greenhouse growers and other interested members of the public. The committee should also include the Mayor and one member of Council.

Since review and development of new greenhouse policies for Kingsville is a likely outcome of the consultation and review process the Official Plan will be impacted and will require updating. As the 5 Year Official Plan Review is still active and waiting on additional outside input it would be advisable to utilize the review process to incorporate any new policies as part of that rather than a separate amendment. The one consequence of this

would be that the review process would be delayed until such time as the greenhouse policies are formulated and approved for inclusion as part of the Official Plan review.

LINK TO STRATEGIC PLAN

Manage growth through sustainable planning.

FINANCIAL CONSIDERATIONS

If Council chooses to pass an ICBL it must also by resolution authorize the study work necessary to address the issues associated with greenhouse development and establish new regulations or policy. To provide a cost estimate of that work there needs to be a Terms of Reference drafted and approved by Council however prior to that it will be necessary to clearly identify the issues that are to be addressed. To identify the issues requires consultation with the various stakeholders so any study work that is completed is targeted in the right direction and can effectively address the issues and concerns raised by the stakeholders. Once terms of reference are clarified staff would be able, through an RFP, to get cost estimates based on the exact scope of work. If the cost associated with that work is beyond what Council feels is appropriate then the ICBL could be repealed and alternative actions taken.

CONSULTATIONS

CAO and management staff

CONCLUSIONS

The notice of motion was to ‘consider implementation of an interim control by-law.’ This is an important point to keep in mind when choosing the direction forward on this issue. Clearly ongoing greenhouse development under the current regulations has the potential to continue to raise land use compatibility issues with abutting residential and non-farm development. It is evident that the current policy is outdated and does not fully address the compatibility of the current development trend in large-scale greenhouse development. With that said it is also important to consider the impact to the greenhouse industry if development were to be paused, particularly in a localized area.

Greenhouse development has continued over the last five years but not at a significant rate for the area. There has been no indication of an upward trend in Kingsville based on the acreages being constructed and no infrastructure to support a significant influx of development, or any development for that matter, west of Division Rd. N. The current Official Plan policies do require all development to demonstrate to the Town’s satisfaction that it can be serviced regardless of the type of development.

RECOMMENDATION

It is recommended that Council:

Receive the report on greenhouse development standards for information purposes;

Direct staff to establish an adhoc committee on greenhouse development policy and standards, membership to be outlined in the Council approved Terms of Reference;

Approve the Terms of Reference outlined for the adhoc committee, and

Direct staff to report back to Council with a draft framework and recommendation on new greenhouse regulations and policy.

Robert Brown

Robert Brown, H. Ba, MCIP, RPP
Manager, Planning Services

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer

TERMS OF REFERENCE Greenhouse Policy Review Committee

Authorizing or Mandating Legislation: None

Procedural By-law: By-law 55-2016, as amended from time to time

Approved:

Evaluation Date:

Date of Formation:

1.0 PURPOSE

To review and update the current Official Plan and zoning provisions applicable to new greenhouse development to maintain overall community health and well-being.

2.0 COMMITTEE PARTICULARS

2.1 Resources:

- 2.1.1 Manager, Planning Services
- 2.1.2 Staff Support: As determined by the Manager of Planning Services
- 2.1.3 OMAFRA & MMAH (policy consultation purposes only)
- 2.1.4 Number of Council Members: One plus the Mayor
- 2.1.5 Number of Members: maximum membership is 10

2.2 Term: February 1, 2019 to October 30, 2019

2.3 Meeting Frequency: Monthly or as required

2.4 Remuneration: N/A

3.0 SCOPE OF WORK

The Committee shall:

- 3.1** Establish a framework for the work to be completed in the allot timeframe.
- 3.2** Review the current Kingsville Official Plan and Kingsville Comprehensive Zoning By-law requirements as they relate to greenhouse development including growing areas and all supportive uses, structures and buildings.
- 3.3** Identify areas within the Official Plan and Zoning By-law that should be updated to reflect the current industry trends.
- 3.4** Develop suggested changes to the applicable greenhouse development standards in consultation with all affected parties.
- 3.5** Facilitate public input sessions with all affected property owners through a minimum of two public input sessions. Meeting one should be a presentation outlining the committee purpose and an outline of the current applicable greenhouse policies for review. Meeting Two should outline the suggested changes based on the committee's consultation and input from the public.

3.6 Presentation of a report to Council outlining the consultation process and the final recommendations that have been developed for consideration and approval.

4.0 REQUIRED SKILLS

Strategy

Communications

Stakeholder Relations



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
(519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

Date: January 14, 2019
To: Mayor and Council
Author: Roberta Baines, Deputy Clerk – Administrative Services
RE: By-law Appeal Committee
Report No.: CS-2019-01

AIM

To provide Council with information regarding the establishment of a By-law Appeal Committee (the “Committee”) and to recommend the adoption of By-law 05-2019, being a by-law to establish the Committee, including the Rules of Procedure which will govern all proceedings before it.

BACKGROUND

Late in 2018, Corporate Services received a request to appeal a muzzle order that was issued during the summer of 2018. By-law 103-2003 provides for a right of appeal in limited circumstances. However, section 105 of the *Municipal Act, 2001* (the “Act”) requires that the Council of the municipality shall, upon request of the owner of the dog, hold a hearing to determine whether or not to exempt the owner in whole or in part from the requirement of a Muzzle Order.

Section 284.1 of the *Act* authorizes a municipality to provide for a review or appeal of a decision made by a person or body in the exercise or intended exercise of a power or the performance or intended performance of a duty delegated to him, her or it by the municipality under the *Act*.

Moreover, section 23.1 of the *Municipal Act, 2001* permits Council to delegate the power and duty to hear appeals of administrative decisions made pursuant to certain by-laws. With the exception of the Property Standards Committee, established to hear specific *Building Code Act* appeals, and the Court of Revision, which hears assessment appeals from property owners under the *Drainage Act*, no other appeal bodies have been established by the Town.

For the reasons discussed below, Administration recommends the establishment of a Committee to hear appeals flowing from administrative decisions under Town by-laws, where the by-law grants a right of appeal to that decision.

DISCUSSION

Late in 2018, the Town received an appeal request from an administrative decision under licensing of dogs by-law no. 103-2003, as amended. A muzzle order was issued on or about June 22, 2018, and the owner of the dog now wishes to appeal that decision.

A right of appeal exists under the *Act* for these types of decisions. Moreover, the Town may grant a right of appeal from certain administrative decision. Many municipalities across the province have established appeal committees to hear appeals flowing from decisions made under various by-laws (i.e. business licencing, taxi, animal control etc.), where those by-laws provide a right of appeal. Currently, the by-law regulating the licensing of dogs is the only by-law which provides for a right of appeal. However, as Administration conducts a review of its various by-laws, recommendations to Council may include the parameters within which a person can file an appeal to a decision.

Council meetings are convened to deal with the business of the Town and not a proper forum to address these types of matters. Moreover, the Procedure By-law would not provide the requisite procedural oversight to establish rules for the conduct of appeal hearings. This quasi-judicial function is more properly delegated to a by-law appeal committee and separate procedural rules established. The committee would be a quasi-judicial committee responsible to hear appeals flowing from administrative decisions, where the applicable by-law grants a right of appeal. The *Statutory Powers and Procedure Act* provides a framework for the creation of the procedural rules in these types of circumstances.

Establishing Rules of Procedure (the “Rules”) fulfills the Town’s transparency and accountability obligations. It ensures that the public is aware of the process for appealing a decision and the framework within which a hearing will be conducted. It ensures that the Committee has a set of rules to follow to ensure the consistent handling of appeals and it provides Administration with the rules to follow when processing those appeals.

Attached at Appendix A is the proposed By-law, including Schedule 1 (Rules of Procedure) to establish the Committee and at Appendix B are the draft Terms of Reference.

As outlined in the draft Terms of Reference, the following particulars are recommended:

- The Committee be composed of not less than three (3), and not more than five (5) Councillors, who shall be appointed in accordance with the Town’s committee appointment process;
- The Committee shall meet as required, following the filing of an appeal with the Clerk; and
- Members shall be compensated \$100 per hearing;

As described in the draft Rules of Procedure (the “Rules”), the Committee would have the power to do the following:

- Hearing and determining all applications made, proceedings instituted and matters brought before it and for such purpose to make such orders, give such directions, issue such approvals, deny or vary applications and otherwise do and perform all acts, matters, deeds and things as may be necessary or incidental to the exercise of the powers conferred upon it.
- Performing such other functions and duties as are now or hereafter conferred upon or assigned to it by a Town by-law or under statutory authority.
- Making, giving or issuing or refusing to make, give or issue any order, directions, regulation, rule, permission, approval, certificate or direction, which it has power to make, give or issue.
- Hearing and determining, with respect to matters within its jurisdiction, all questions of law or of fact.

It is important to note that the Committee does not have the power or authority to award costs flowing from a hearing.

In addition to granting the Committee the power to make a final determination on an appeal, the draft Rules provide instruction on the following procedural matters:

- Commencement of an appeal;
- Notification, and publication of the hearing;
- Quorum and conflict of interest;
- Presentation of evidence; and
- Decision timing and format.

Finally, Administration recommends that a non-refundable fee of \$100 be paid by persons wishing to file an appeal. This fee would be brought to Council for consideration when the fees and charges by-law is updated at a future meeting.

LINK TO STRATEGIC PLAN

There is no direct link to the strategic plan.

FINANCIAL CONSIDERATIONS

Remuneration in the amount of \$100.00 per hearing for the members of the 2018-2022 term.

The recommended filing fee is nominal and would not significantly reduce the cost to the Town associated with holding such a hearing.

CONSULTATIONS

Jennifer Astrologo, Director of Corporate Services/Clerk

RECOMMENDATION

That Council receives the By-law Appeal Committee report;

And That By-law 5-2019 be adopted;

And That the Terms of Reference for the By-law Appeal Committee be approved;

And That, Council appoint three or five Council members to sit on the By-law Appeal Committee;

And Further That, Council adopt, in principle, an appeal fee of \$100 to be paid by those persons making an appeal, which fee shall be proposed at the next Fees & Charges By-law update.

Roberta Baines

Roberta Baines, BA
Deputy Clerk – Administrative Services

Jennifer Astrologo

Jennifer Astrologo, B.H.K. (Hons), LL.B.
Director of Corporate Services/Clerk

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 5-2019

Being a by-law to establish a By-law Appeal Committee and the corresponding Rules of Procedure

WHEREAS Council wishes to create a By-law Appeal Committee, for hearing appeals of administrative decisions made pursuant to certain by-laws; and

AND WHEREAS Section 23.1 of the *Municipal Act, 2001*, permits Council to delegate the power and duty to hear appeals; and

AND WHEREAS the *Statutory Powers Procedure Act, RSO 1990, c. S.22* provides a framework for proceedings of tribunals and quasi-judicial committees; and

AND WHEREAS the creation of this Committee permits the Town to separate its quasi-judicial functions from its legislative and executive functions; and

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:

Definitions

1. For the purpose of this By-law, the following definitions are applicable:
 - a) “Committee” mean the Town of Kingsville By-law Appeal Committee;
 - b) “Council” means the Council of the Town of Kingsville;
 - c) “Town” means the Town of Kingsville;

Appeal Committee

2. The Town of Kingsville By-law Appeal Committee is established.
3. The Committee shall be composed of not less than three (3), nor more than five (5) Councillors who shall be appointed in accordance with the Town’s committee appointment process, as may be in effect from time to time.
4. The Committee shall meet as necessary for the expedient resolution of its case load.

Rules of Procedure

5. The Rules of Procedure governing the Committee are set out in Schedule 1.

Jurisdiction

6. The Committee shall hear appeals from the decisions of municipal administrative officials delegated under Municipal by-laws, where those by-laws specifically provide a right to appeal to the Committee.
7. Every decision or order of the Committee is final, without right of appeal to any Court or Council.

How the Committee is to make its decision

8. The Committee shall make a decision that furthers the public interest and is consistent with the purpose and intent of the relevant by-law.
9. The Committee has authority to confirm, amend, or reverse any decision appealed to it, and attach any conditions to such a decision as it may see fit.
10. The decision of the Committee shall be made in accordance with the Rules of Procedure governing the Committee as set out in Schedule 1.

No Liability

11. No member of the Committee or Council, or any Municipal employee is personally liable for anything done by it, or him or her, under authority of this by-law.
12. This By-law may be called the By-law Appeal Committee By-law.
13. This By-law shall come into force and effect on the day it is passed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
14th DAY OF JANUARY, 2019.**

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo

TERMS OF REFERENCE BY-LAW APPEAL COMMITTEE

Authorizing or Mandating Legislation: *Municipal Act, 2001; Statutory Powers Procedure Act*

Procedural By-law: 5-2019, as amended from time to time

Approved: [DATE]

Evaluation Date: January 2019

Date of Formation:

1.0 PURPOSE

- 1.1 A quasi-judicial committee established to hear appeals flowing from administrative decisions made pursuant to certain by-laws in which the by-law provides a right of appeal from that decision.
- 1.2 To promote the betterment, self-image and attitude of the community.
- 1.3 To effectively manage corporate resources and maximize performance in day-to-day operations.

2.0 COMMITTEE PARTICULARS

2.1 Resources:

- 2.1.1 Internal: Deputy Clerk – Administrative Services
- 2.1.2 Staff Support: Director of Corporate Services/Clerk, as necessary
- 2.1.3 Number of Council Members: 3 or 5

2.2 Term: January 2019 – November 22, 2022

2.3 Meeting Frequency: As necessary

2.4 Remuneration: \$100 per hearing

3.0 SCOPE OF WORK

The Committee shall:

- 3.1 Hear and determine all applications made, proceedings instituted and matters brought before it and for such purpose to make such orders, give such directions, issue such approvals, deny or vary applications and otherwise do and perform all acts, matters, deeds and things as may be necessary or incidental to the exercise of the powers conferred upon it
- 3.2 Performing such other functions and duties as are now or hereafter conferred upon or assigned to it by a Town by-law or under statutory authority.

3.3 Make, give or issue or refuse to make, give or issue any order, directions, regulation, rule, permission, approval, certificate or direction, which it has power to make, give or issue.

3.4 Hearing and determining, with respect to matters within its jurisdiction, all questions of law or of fact.

4.0 REQUIRED SKILLS

Communications
Organization

Legal

Critical Thinking/Analysis



THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW APPEAL COMMITTEE

RULES OF PROCEDURE

JANUARY 2019

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*Applicants who require accommodations for participation at a hearing are requested to discuss those requests with Municipal staff upon the filing of your appeal. The Town will attempt to make the necessary arrangements.

Part 1: Short Title

This procedural manual shall be known as the "Rules of Procedure" for the Town of Kingsville By-law Appeal Committee.

Part 2: Definitions

"Appellant" means any individual, corporation or partnership that has filed an Appeal Request Form, requesting an appeal hearing before the Committee.

"Appeal" means a request for reconsideration of a decision of Municipal administration.

"Appeal Request Form" means the prescribed form used to initiate a Proceeding under these Rules and the Appeal Committee By-law.

"Chair" means the Chair Committee, as appointed by the members.

"Committee" means the Town's By-law Appeal Committee.

"Council" means the Council of the Town.

"Hearing" means a hearing in any Proceeding.

"Interested Party" means any person, not a party to the Proceeding, who wishes to make representations to the Committee in relation to an Appeal before the Committee.

"Member" means the person(s) appointed by Council to the Committee for a specified term.

"Proceeding" means a matter brought before the Committee under the provisions of Committee Appeal By-law.

"Representative" refers to a licensee, as defined by the *Law Society Act*, R.S.O. 1990, c. L.8.

"Rules" shall mean the Rules of Procedure of the Committee; and **"Rule"** refers to a section of these Rules.

"Solicitor" shall mean the Chief Legal Officer for the Corporation of the Town of Kingsville, or that person's designate.

"Town" means the Corporation of the Town of Kingsville.

Part 3: General Rules

- 3.1 The Rules apply to all Proceedings.
- 3.2 The Rules apply, subject to the Statutory Powers Procedure Act, and any other legislation which may govern the Committee.
- 3.3 The Committee may, as it deems necessary, dispense with compliance with any Rule, save and except those prescribed as mandatory by the Statutory Powers Procedure Act and prescribed as mandatory by any other legislation governing the Committee.
- 3.4 The Rules shall be liberally construed to secure the just, most expeditious and cost-effective determination of every Proceeding on its merits.
- 3.5 Where a matter is not provided for in the Rules, the practice shall be determined by the Committee as a whole or during the Proceeding, having regard to the principles, policies and procedures established by the Statutory Powers Procedure Act.

Part 4: Publication of Rules

- 4.1 A written copy of the rules shall be made available as reference material for any Appellant or Interested Party at every hearing.

Part 5: Hearings

Request for Hearing

- 5.1 Where an Appellant wishes to request a hearing regarding an appealable decision under a By-law, the Appellant shall provide the following to the Municipal Clerk within thirty (30) days of delivery of notice of the decision being appealed:
 - a) Appeal Request Form;
 - b) Identification of the Appellant and any other known interested persons; and
 - c) Any fee established under the Town's User Fees Bylaw;

Location of Hearings

- 5.2 Proceedings of the Committee shall be conducted in Council Chambers at the Municipal Office (2021 Division Road North, Kingsville), unless otherwise specified in the Notice of Hearing.

Appearance before Appeal Committee

- 5.3 An Appellant or Interested Party may appear and be heard, either orally, or by written brief, in person or by his/her Representative.
-

Disclosures of Pecuniary Interest

- 5.4 The Committee is subject to the Municipal Conflict of Interest Act, as may be amended from time to time. If a Member has a pecuniary interest, in any matter in which the Appeal Committee is engaged and if s/he is present at a hearing, s/he shall disclose the interest and the general nature thereof prior to the Appellant or the Town representatives introducing evidence or making an opening statement as outlined in Rule 9.2 and shall not take part in the consideration or discussion of the matter.

Open to the Public

- 5.5 Hearings are open to the public.

Quorum

- 5.6 A minimum of three (3) Members must be present to achieve quorum for a Hearing. If no quorum is present within 30 minutes of the scheduled start time, all Hearings are rescheduled to a new date, and a fresh Notice of Hearing will be sent out as if it were the first Notice of Hearing.

Quorum and Pecuniary Interest

- 5.7 Notwithstanding Rule 5.7, if Members recuse themselves by reason of having declared an interest in accordance with Rule 5.4, leaves a remaining number of Members that does not make quorum, the remaining Members will be deemed to constitute quorum, provided that there is not less than two (2) Members present to continue the Hearing. In such cases, a unanimous decision of the Committee is required.

Part 6: Notice of Hearings

Notice of Hearing

- 6.1 The Notice of Hearing shall be delivered, at least fifteen (15) days prior to the Hearing and shall be furnished to the contact particulars provided by the Appellant, and if furnished to said contact particulars by regular mail, by email, by personal service or by courier shall be deemed adequate, if mailed, emailed or personally served at least 15 calendar days prior to the scheduled hearing.

Contents of the Notice of Hearing

- 6.2 The Notice of Hearing shall contain a statement of the statutory authority to hold the Hearing and the time, place and purpose of the Hearing, and a statement that if the Appellant, or his/her representative, does not attend the Hearing, the Committee may proceed in Appellant's absence and the Appellant will not be entitled to any further notice in the Proceeding.

Service by Publication

- 6.3 If, in any case within the jurisdiction of the Committee, it is made to appear to the satisfaction of the Appeal Committee that service of any such notice cannot conveniently be made or effected, the Appeal Committee may order and allow such service to be made by publication in at least one newspaper and on the Municipal Website.

Service of other Documents

- 6.4 Any regulation, order, direction, decision, report or other document may, unless in any case otherwise provided, be served in like manner as notice may be given under this section.

Part 7: Committee Jurisdiction and Powers

- 7.1 To hear and determine all applications made, proceedings instituted and matters brought before it and for such purpose to make such orders, give such directions, issue such approvals, deny or vary applications and otherwise do and perform all such acts, matters, deeds and things, as may be necessary or incidental to the exercise of the powers conferred upon the Committee;
- 7.2 To perform such other functions and duties as are now or hereafter conferred upon or assigned to the Appeal Committee by Municipal By-Law or under statutory authority;
- 7.3 To make, give or issue or refuse to make, give or issue any order, directions, regulation, rule, permission, approval, certificate or direction, which it has power to make, give or issue;
- 7.4 To hold hearings or other proceedings by a conference telephone call, by videoconference or any other electronic or automated means, subject to any rules made by the Appeal Committee regulating their use.
- 7.5 The Committee, as to all matters within its jurisdiction, has authority to hear and determine all questions of law or of fact.

Part 8: Dismissal without Hearing

- 8.1 Despite the Statutory Powers Procedure Act or any other Act, the Committee may dismiss any matter brought before it without holding a hearing on its own motion if:
- a) the fee(s) prescribed under a valid Town fees and charges bylaw, have not been paid;
 - b) the Appellant fails to attend the hearing and the matter has been adjourned at least one time previously. Alternatively, the Appeal Committee may proceed in the absence of the Appellant if the Appellant fails to attend the hearing;
 - c) the Appellant fails to follow timelines for filing an appeal established under these Rules; or
 - d) the Appellant does not comply with any other Rule under these Rules.

Part 9: Procedures and Evidence at Hearing

- 9.1 The rules of evidence hereinafter established will be substantially followed by the Committee. If appropriate, and upon consultation, the Chair may relax such rules when in his/her judgment such relaxation would not impair the rights of any party and would more speedily conclude the presentation of the claim.
- 9.2 The general order of the presentation of evidence at a hearing shall be as follows:
- a) the Appellant shall introduce evidence (including witnesses) and/or make submissions;
 - b) the Town's representative shall introduce evidence (including witnesses) and/or make submissions;
 - c) any Interested Party may introduce evidence (including witnesses) and/or make submissions;
 - d) Members may ask questions of the parties at any point in time during the proceedings. In the event that the Appeal Committee poses a question, each party to the proceeding shall be given an opportunity to answer the question;
 - e) Rebuttal evidence shall only be permitted where necessary in the opinion of the Appeal Committee.
 - f) Closing statements from all parties.
- 9.3 Neither the Appellant, an Interested Party nor the Town's representative may introduce testimony of more than two witnesses at a hearing, except with leave of the Chair.
- 9.4 The presentation of evidence by the Appellant is limited to 30 minutes in total duration.
- 9.5 The presentation of evidence by the Municipality is limited to 30 minutes in total duration.
- 9.6 The presentation of evidence by an Interested Party is limited to 15 minutes in total duration.
- 9.7 Closing submissions by any party are limited to 5 minutes in duration.
- 9.8 Time extensions to any of the foregoing are at the sole discretion of the Chair.
- 9.9 No party has any right to a deposition, affidavit of documents, examination for discovery or similar mechanism to question or obtain documents from the opposing party under oath prior to a hearing.
- 9.10 The parties may file an agreed statement of facts in writing or by stipulation in the record, which will be treated in all respects as evidence.
- 9.11 Affidavit evidence is not permissible unless specifically permitted by the Chair.
- 9.12 The Chair shall rule upon all questions of procedure and in the event that evidence is taken, on the admissibility of the evidence where so challenged. The Chair and the Committee may consult with the Municipal Solicitor on such matters. The decision of the Chair shall be final.

- 9.13 The Chair may allow oral hearsay evidence to be admitted and shall assess the weight of the said evidence accordingly. Oral references to Municipal policies or administrative practices may be considered without a copy of the applicable document.

Part 10: Committee's Criteria for Making Decisions

- 10.1 The Appeal Committee shall apply the criteria established under each by-law applicable to the particular hearing in making its decision.

Part 11: Decisions of the Committee

- 11.1 Every decision or order of the Appeal Committee is final, without right of appeal to any Court or to Council.
- 11.2 The Committee may give an oral decision or may reserve its decision. In the event that the decision is reserved, the Committee will attempt to issue its decision within fifteen (15) days after the Hearing is completed.
- 11.3 The Committee may recess at any time to consider its final decision or any interim decision during the Hearing.
- 11.4 If the decision is reserved, the Chair will advise the Appellant that the Appellant will be notified of the decision by registered mail.
- 11.5 The Committee shall attempt to provide a written.

Part 12: Costs

- 12.1 The Committee does not have the power or authority to order costs to any party with respect to a hearing or application for a hearing.



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
(519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

Date: November 27, 2018
To: Mayor and Council
Author: M. Durocher
RE: Kingsville Folk Fest 5 year agreement
Report No.: PR-2018-11

AIM

Provide Council with the opportunity to review the proposed five-year contract that is being proposed between the Town of Kingsville and the Sun Parlour Folk Music Society for the presentation of the annual Kingsville Folk Music Festival.

BACKGROUND

For the past 5 years, Sun Parlour Folk Music Society has presented the annual Kingsville Folk Festival at Lakeside Park. The Sun Parlour Folk Music Society's mission is to bring world-class folk, acoustic and world music, with an emphasis on Canadian artists, to southwestern Ontario, between Chatham and Windsor, Ontario, through an annual folk music festival and an on-going concert series, the Road to Folk Fest Concerts.

The Society is the only not for profit organization in the region dedicated to the promotion of live music performance, and the Kingsville Folk Music Festival, established 2014, is the only folk music festival west of London, Ontario.

For the past 5 years, members of Sun Parlour Folk Music Society have appeared before council during the grant request portion of budget deliberations to request funding for the festival, which council has agreed to in the affirmative in the amount of \$20,000 on an annual basis.

The Festival and its producers have become mainstays to the community since the festival's inception. The Festival contributes to the community in the following ways:

- They provide an annual scholarship through The MAY Fund presented to Kingsville, Harrow and Leamington graduating students
- They donate Festival and Road to Folk Fest Concert tickets and merchandise for fundraising efforts by community groups and local organizations
- During the Festival they support other non-profit and fundraising groups by offering complimentary booth space
- They cultivate and nurture community partnerships, and cross-promote to share marketing costs
- Youth volunteering is encouraged and actively cultivated throughout the year

DISCUSSION

In an effort to formalize an agreement between Sun Parlour Folk Music Festival and the Town of Kingsville administration is proposing a contract with the festival producers that will span 5 years beginning in 2018 and outlines agreeable parameters for the festival between each party including the use of Lakeside Park. This proposed agreement stipulates funding levels for the festival on behalf of the Town of Kingsville from 2019-2023 which will provide Sun Parlour Folk Music Society with assurance sponsorship from the Town on an annual basis, thus negating the necessity for Sun Parlour Folk Music Society to appear before council each year during the grant process, and furthermore provides the Town of Kingsville with assurance of the continuation of the Festival within the boundaries of the municipality for the next 5 years. The contract also highlights all necessary compliance issues as they relate to municipal property, AGCO regulations, Insurance obligations, The Health Unit, Ontario Fire Marshalls Office, O.P.P. and any all related or associated governance authorities.

A termination clause has been included within the contract in the event that actions or incidents that breach the terms of the contract may result in the termination of the agreement by the Town of Kingsville with no legal or monetary obligations being the responsibility of the Town of Kingsville

LINK TO STRATEGIC PLAN

Improve recreational and cultural facilities and opportunities within the Town of Kingsville.

FINANCIAL CONSIDERATIONS

The agreement will extend for a period of 5 years commencing January 1 2019 through August 16 2023 and agrees to provide sponsorship to the organizers in the amount of \$20,000 per year for each year of the contract.

CONSULTATIONS

J. Astrologo-Director of Corporate Services
P. Van Mierlo West-CAO
Sun Parlour Folk Music Festival Board of Directors

RECOMMENDATION

That council agree to the terms and conditions of the proposed contract between the Corporation of the Town of Kingsville and the Sun Parlour Folk Music Society and further that council directs administration to enter into the agreement for the proposed term.

Maggie Durocher
Maggie Durocher Hons. BHK
Manager of Parks and Recreation Programs

Peggy Van Mierlo-West
Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer

THIS AGREEMENT made this ____ day of _____, 2018.

BETWEEN:

THE CORPORATION OF THE TOWN OF KINGSVILLE
(hereinafter called the "Town")

-and-

Sun Parlour Folk Music Society
(hereinafter called the "Organizer")

WHEREAS the Town is the owner of the property located at 315 Queen Street South, known as Lakeside Park, which Premises includes Lakeside Park Pavilion and the Upper and Lower Bowls of Lakeside Park, and is more particularly described in Schedule "A";

AND WHEREAS the Organizer operates the Kingsville Folk Festival, an event during the second weekend of August each year;

AND WHEREAS the Organizer desires to use the Premises for the holding of the Festival;

AND WHEREAS the Town is agreeable to granting the Organizer the right to use the Premises on the terms and conditions contained within this Agreement;

NOW THEREFORE this Agreement witnesseth that in consideration of the mutual covenants, terms and agreements hereinafter expressed, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

Recitals

1. The recitals as set out above are true in substance and in fact, and all terms referenced therein are incorporated into and form part of this Agreement

Definitions

2. In this Agreement, the following words shall have the following meanings:

"Event Infrastructure" shall mean the equipment, goods and chattel necessary for the conduct of the Festival and includes items such as fencing, washrooms, handwashing stations, tents and stages.

"Festival" shall mean the Kingsville Folk Festival.

"Council" shall mean the Council of the Town.

“Premises” shall mean the property located at 315 Queen Street South, Kingsville, Ontario, which is known as Lakeside Park, and shall include Lakeside Park Pavilion, the Upper and Lower grassy bowls and all access routes within the park.

“Town” shall mean The Corporation of the Town of Kingsville.

Term

- 3. This Agreement shall extend for a period of 5 years, commencing on August 1, 2018, through to and including August 16, 2022 (the “Term”), and grants to the Organizer a licence to use and occupy the Premises for the holding of the Festival on the dates and times more particularly described below.

Grant

- 4. The Town hereby grants to the Organizer a licence to use and occupy the Premises for the purposes of holding the Festival and for no other purpose on the following days:

2019:	August 9 to August 11
2020:	August 7 to August 9
2021:	August 13 to August 15
2022:	August 12 to August 14
2023	August 11 to August 13

- 5. The Town grants to the Organizer a licence to use and occupy the Premises for the delivery and pick up of Event Infrastructure on the following days:

2019:	August 6 to August 13
2020:	August 4 to August 11
2021:	August 10 to August 17
2022:	August 9 to August 16
2023:	August 8 to August 15

Covenants of Town

- 6. The Town covenants and agrees:
 - a) To provide access to the Premises to those persons, as designated by the Organizer, on the dates outlined in sections 4 and 5 of this Agreement.
 - b) To provide sponsorship to the Organizer as follows:

2019:	\$20,000.00
2020:	\$20,000.00
2021:	\$20,000.00
2022:	\$20,000.00,

2023: \$20,000.00

provided that the Festival is held at the Premises on the dates outlined in section 4 of this Agreement. The payment of this sponsorship shall be made by March 1 for each year.

- c) To provide the Organizer the right to use the following Town resources, for Festival related purposes, during the dates outlined in section 5:
 - i. Town owned garbage and recycling receptacles within the Premises;
 - ii. WDS containers; and
 - iii. Electrical panel boxes located within the Premises, for the purpose of providing an electrical connection for stage components.

Covenants of the Organizer

7. The Organizer covenants and agrees with the Town as follows:

- a) That the Festival shall be held at the Premises as outlined in Section 4 of this Agreement.
- b) The Organizer shall abide by all by-laws, laws, regulations, orders and ordinances of any federal, provincial, and municipal authorities and public bodies having jurisdiction and shall indemnify the Town against any and all damages, charges, actions or costs resulting from any non-compliance.
- c) The Organizer shall comply with the Town's Alcohol Risk Management Policy and the Special Events Policy and Procedures, as may be amended from time to time.
- d) The Organizer shall not do or permit anything to be done on, around or in relation to the Premises, or bring or keep anything thereon which may in any way increase or cause environmental contamination, adverse environmental effects, or which may be in contravention with *The Environmental Protection Act*, R.S.O. 1990, c.E. 19, as amended, or any other federal, provincial or municipal legislation, regulation ordinances, or rules regarding environmental protection. The Organizer shall be solely and entirely responsible for the clean-up and repair of any environmental damage, or adverse effects arising as a result of the breach of the covenants herein contained.
- e) The Organizer shall not make any improvements or alterations to the Premises, or install any fixtures, without the prior written consent of the Town, which consent may be unreasonably or arbitrarily withheld. Any improvements or alterations made by the Organizer in accordance with this Agreement shall be at the sole risk, cost and expense of the Organizer and shall be made to the sole satisfaction of the Town.

- f) The Organizer shall not do, suffer or permit to be done any act or things upon or above the Premises which is or would constitute a nuisance to the occupiers of any lands or premises adjoining or in the vicinity of the Premises or to the public generally.
- g) The Organizer may, at its own risk and expense, store its equipment, chattel, and property in Lakeside Pavilion on the dates outlined in section 5. Further, the Organizer hereby irrevocably waives all claims against the Town, its directors, officers, employees, agents and elected officials for any loss, damage or theft to such equipment, chattel, and property.
- h) Unless consent in writing has been provided by the Town, the Organizer shall not place in, on or attach anything to trees, utility poles, light standards, receptacles, furniture or property owned by the Town.
- i) To comply with all rules and regulations applicable to the Festival as may be in place from time to time and to maintain orderly conduct on the part of the Organizer, its members, attendees, and invited guests at all times.
- j) To leave the Premises in a state of cleanliness and good repair and to be responsible for and to pay any cleaning required or repair of damages caused by the Organizer, its members, attendees, or invited guests.
- k) That the Organizer will notify municipal staff before entering any part of the Premises that is not in a clean, accessible or safe condition upon arrival. Failure to notify the municipal staff before entering will result in assumption of responsibility by the organizer for the condition of the Premises.
- l) That employees, officers, agents, or directors of the Town, may enter the Premises at any time during the dates outlined in Section 5 of this Agreement, for the purposes of ensuring compliance with this Agreement.
- m) The Organizer shall, at its own expense:
 - i. Return the Premises to the Town in the same condition as it was received by the Organizer.
 - ii. Provide adequate washroom facilities to service the anticipated number of participants and attendees;
 - iii. Ensure that all fire hydrants remain unobstructed at all times;
 - iv. Keep the Premises clean and the adjacent property clear of refuse and debris;
 - v. Provide and maintain any equipment, chattel and event infrastructure, excluding garbage and recycling receptacles, necessary for the operation of the Festival;

- vi. Ensure that any event infrastructure, chattel, and equipment brought onto the Premises are sufficiently maintained, affixed, or weighted to prevent their being lifted or carried by wind and shall not overhang outside of the Premises or obstruct visibility on the adjacent sidewalk or property;
- vii. Remove all Event Infrastructure at the end of the Festival each year, in accordance with the dates set out in Section 5 of this Agreement.
- viii. Ensure that there are adequate persons in place to maintain and manage the Festival, including but not limited to the following:
 - 1. To manage stands, concessions, and other saleable item tables or booths; and
 - 2. To manage and coordinate deliveries, parking, and parking lot(s), where applicable.
- n) Notwithstanding any reference made herein, in the event that the Organizer fails to do anything required of it under this Agreement, the Town has the right to perform such activity and the Organizer shall be responsible to the Town for the cost of the performance.

Additional Folk Music Events

- 8. For the duration of this Agreement, the Organizer agrees to host four (4) folk music concert events per year at Town owned sites/facilities, which use shall be provided to the Organizer at a cost of \$100.00 per event.
- 9. The Organizer shall be responsible for all the set up and take down of equipment at these concert events and the Town shall provide additional access to the site/facility for the set up and take down.
- 10. The Organizer shall be permitted to host an "After Hours" music event at Town Owned sites/facilities during the Festival weekend at a rental fee of \$100.00 per site/facility per day. The Organizer shall be responsible for obtaining all necessary permits/licences in respect of the sale or service of alcohol and shall be responsible for the management of the sale and service of alcohol.

Alcohol Prohibited

- 11. The Organizer acknowledges and agrees that the possession and/or consumption of alcohol at the Festival or at any of the above-mentioned fundraising concerts is strictly prohibited, except in accordance with the Town's Alcohol Risk Management

Policy, and unless properly licenced by the Alcohol and Gaming Commission of Ontario.

12. The possession and/or consumption of alcohol by the Organizer and/or its members, patrons or invited guests, contrary to the provisions of this Agreement shall result in immediate termination of this Agreement without advanced notice.

Termination

13. If either party breaches this Agreement, the other party may terminate this Agreement by providing five (5) days' written notice, except that any such notice will not result in termination if the breaching party cures that breach before the five-day period elapses.
14. If either party materially breaches this Agreement, or repeatedly breaches this Agreement for which notice was provided, the non-breaching party may, at its option, immediately terminate this Agreement by providing the breaching party with written notice of the termination, and the non-breaching party will have no other or further obligations under this Agreement.
15. Notwithstanding any other provision regarding termination contained in this Agreement, the Town may immediately terminate this Agreement on the occurrence of any of the following:
 - a) The bankruptcy or insolvency of the Organizer; or
 - b) The Organizer is no longer recognized as a non-profit corporation, without share capital pursuant to the *Corporations Act*.
16. If the Town exercises its right to terminate this Agreement, the Town shall not be liable in any way to compensate the Organizer for any loss, costs, or damages which may be suffered by the Organizer, or by any person claiming under the Organizer by reason of such termination, and any amounts that have not been paid under section 6(b) of this Agreement shall be forfeited by the Organizer on termination.

Release, Indemnity and Insurance

17. The Organizer hereby releases and holds harmless the Town its directors, officers, employees, agents and appointed officials, of and from all actions, causes of action, suits, claims and demands of every nature and kind arising out of the execution of this Agreement or any action taken or things done or maintained by virtue of this Agreement or the exercise in any manner of rights arising hereunder.
18. The Organizer shall at all times indemnify and save harmless the Town its directors, officers, employees, agents and appointed officials from and against all claims and demands, loss, costs, damages, actions, suits or other proceedings by whomsoever made, brought or prosecuted in any manner based upon, occasioned by or attributable to the execution of this Agreement or any action taken or things

done or maintained by virtue hereof; or the exercise in any manner of rights arising hereunder.

19. The Organizer shall obtain and keep in force Commercial General Liability Insurance, for third party bodily injury, personal injury and property damage, underwritten by an insurer licensed to conduct business in the province of Ontario and including the following:
- a) a limit of liability in the amount of \$5 million per occurrence;
 - b) the Town named as an additional insured;
 - c) a provision for cross liability in respect of the named insured;
 - d) non-owned automobile coverage with a limit of \$5 million per occurrence;
 - e) products and completed operation coverage (broad form) with a limit of \$5 million per occurrence;
 - f) a thirty (30) day written notice of cancellation, termination, or material change clause;

and provide a copy of a Certificate of Insurance to the Town upon request.

Notice

20. Any notice required to be given under this Agreement shall be in writing and provided by way of:
- a) hand delivery, in which case notice shall be effective on the date of delivery;
 - b) electronic mail, in which case notice shall be effective on the day on which the electronic mail is received; or
 - c) regular letter mail, in which case notice shall be effective on the fifth day following the date of mailing,

To the Town:

The Corporation of the Town of Kingsville
2021 Division Road
Kingsville ON N9Y 2Y9
Attention: Parks and Recreation Program Manager

Email Address: mdurocher@kingsville.ca

To the Organizer:

ADDRESS

Attention: NAME

Email Address: EMAIL ADDRESS

Generally

21. The Organizer shall not assign this Agreement or the use of the Premises without the written consent of the Town, which consent may be arbitrarily withheld in the sole and unfettered discretion of the Town.
22. This Agreement may not be amended or modified except by a written instrument executed by both parties.
23. Waiver by any party of any violation or breach of this Agreement in any instance shall not be taken or held to be a waiver of any subsequent violation or breach or as a waiver of the provision itself that is breached, nor shall any delay or omission on the part of any party to exercise any right arising from such violation or breach alter or impair that party's right as to the same or any future violation or breach. Nothing shall be construed or have the effect of a waiver except an instrument in writing signed by the party which expressly waives a right, power or condition under this Agreement.
24. If any portion of this Agreement shall be held to be invalid or unenforceable by a court or forum of competent jurisdiction, the remaining portions of this Agreement shall remain in effect and enforceable.
25. This Agreement shall be binding upon and enure to the benefit of the parties to it and their respective heirs, personal representatives, successors and permitted assigns.
26. The undersigned officer(s) of the Organization represent and warrant that he/she/they has/have authority to sign on behalf of and to bind the Organizer and agree to be personally liable for payment of all amounts owing pursuant to this Agreement in the event that the Organizer disputes the authorization or is not a legal entity.

IN WITNESS WHEREOF, the Town and the Team have duly executed this Agreement.

**THE CORPORATION OF THE TOWN
OF KINGSVILLE**

Per: _____

Per: _____

Sun Parlour Folk Music Society

Per: _____

I/We have authority to bind the
Organization.



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
(519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

Date: January 7, 2019
To: Mayor and Council
Author: Tim Del Greco, Manager of Municipal Services
RE: CWATS 2019 Application
Report No.: MS 2019 - 01

AIM

To provide Council with an update regarding 2018 CWATS construction as well as seek endorsement of the 2019 CWATS application.

BACKGROUND

The County Wide Active Transportation System (CWATS) is a network of travel facilities for pedestrians and cyclists adjacent to County roads. Examples of these facilities include paved shoulders, bike lanes, signed routes, and multi-use paths. The CWATS Master Plan (developed by the County and local area municipalities in 2012) serves as a guide for the continued implementation and expansion of this network.

The following projects as identified in the 2012 CWATS Master Plan were approved and allocated in the Kingsville 2018 Capital Budget:

- Kings 13A County Road 20: Dimenna Drive to Chrysler Greenway
- Kings 13B County Road 20 (Phase 3 of 4): Whitewood Road to Union Avenue
- Kings 13B County Road 20 (Phase 4 of 4): Union Avenue to Dimenna Drive
- Kings 8 County Road 50: Cedar Beach Conservation Area to County Road 23

DISCUSSION

Kings 13A County Road 20: Dimenna Drive to Chrysler Greenway

Construction of paved shoulders within this segment has been completed in 2018.

Kings 13B County Road 20 (Phase 3 And 4): Whitewood Road to Dimenna Drive

Construction of paved shoulders within Phase 3 and Phase 4 has been completed in 2018.

Kings 8 County Road 50: Cedar Beach Conservation Area to County Road 23

Partial construction of this segment was completed in 2018. This includes the installation of paved shoulders from Cedar Beach Conservation Area to 1301 County Road 50.

Further construction of this segment is on hold as the allotted funding in 2018 was proven to be insufficient for full completion. A new application to the County will be required in order to continue west from 1301 County Road 50. A map of this segment is attached in Appendix A for your reference.

2019 CWATS Application

In accordance with the CWATS Master Plan, Municipal Services is proposing that an application for the following project be submitted to the CWATS committee for funding:

- Kings 8 County Road 50: 1301 County Road 50 to Ford Road

The installation of paved shoulders within this segment would position the Town one step closer to full completion of the Kings 8 project. Further, this installation would continue to improve the Town's active transportation network as well as reaffirm the Town's commitment to active transportation.

The CWATS Application for Construction Funding contains specific criteria which must be included in order for the application to be deemed complete. These criteria include:

- A declaration for the project and funding commitment by means of a resolution or a letter from Municipal Council.
- A functional design study that supports the total project and associated costs.
- Detailed project schedule to support full completion of the CWATS Segment.
- Copies of all permits and approvals.
- A map identifying the segment and location of the project.

A CWATS Application for Construction Funding must include a commitment to funding from Kingsville Council in order to be deemed complete and receive consideration by the Implementation Committee.

LINK TO STRATEGIC PLAN

Improve recreational and cultural facilities and opportunities within the Town of Kingsville.

FINANCIAL CONSIDERATIONS

The following table details a summary of 2018 CWATS construction costs:

Segment	Description	Estimated Cost	Actual Cost	Town Cost (60%)
Kings 13A	County Road 20	\$396,000	\$509,732	\$305,839
Kings 13B Phase 3	County Road 20	\$400,000	\$397,728	\$238,637
Kings 13B Phase 4	County Road 20	\$415,710	\$510,248	\$306,373
Kings 8	County Road 50	\$451,000	\$447,164	\$268,298

As indicated earlier construction of Kings 8 is on hold until additional funding becomes available. Therefore, a phased approach is necessary for full completion. The following table is a summary of anticipated costs for the next phase of Kings 8 construction:

Segment	Description	Estimated Cost	County Cost (40%)	Town Cost (60%)
Kings 8	County Road 50: 1301 County Road 50 to Ford Road	\$325,937	\$130,375	\$195,562

CONSULTATIONS

County of Essex

Municipal Services Department

RECOMMENDATION

That Council receives this update with respect to 2018 CWATS construction in the Town of Kingsville and further that Council endorses the 2019 CWATS application for Kings 8.

Tim Del Greco

Tim Del Greco, P.Eng

Manager of Municipal Services

G. A. Plancke

G.A. Plancke, Civil Eng. Tech (Env.)

Director of Municipal Services

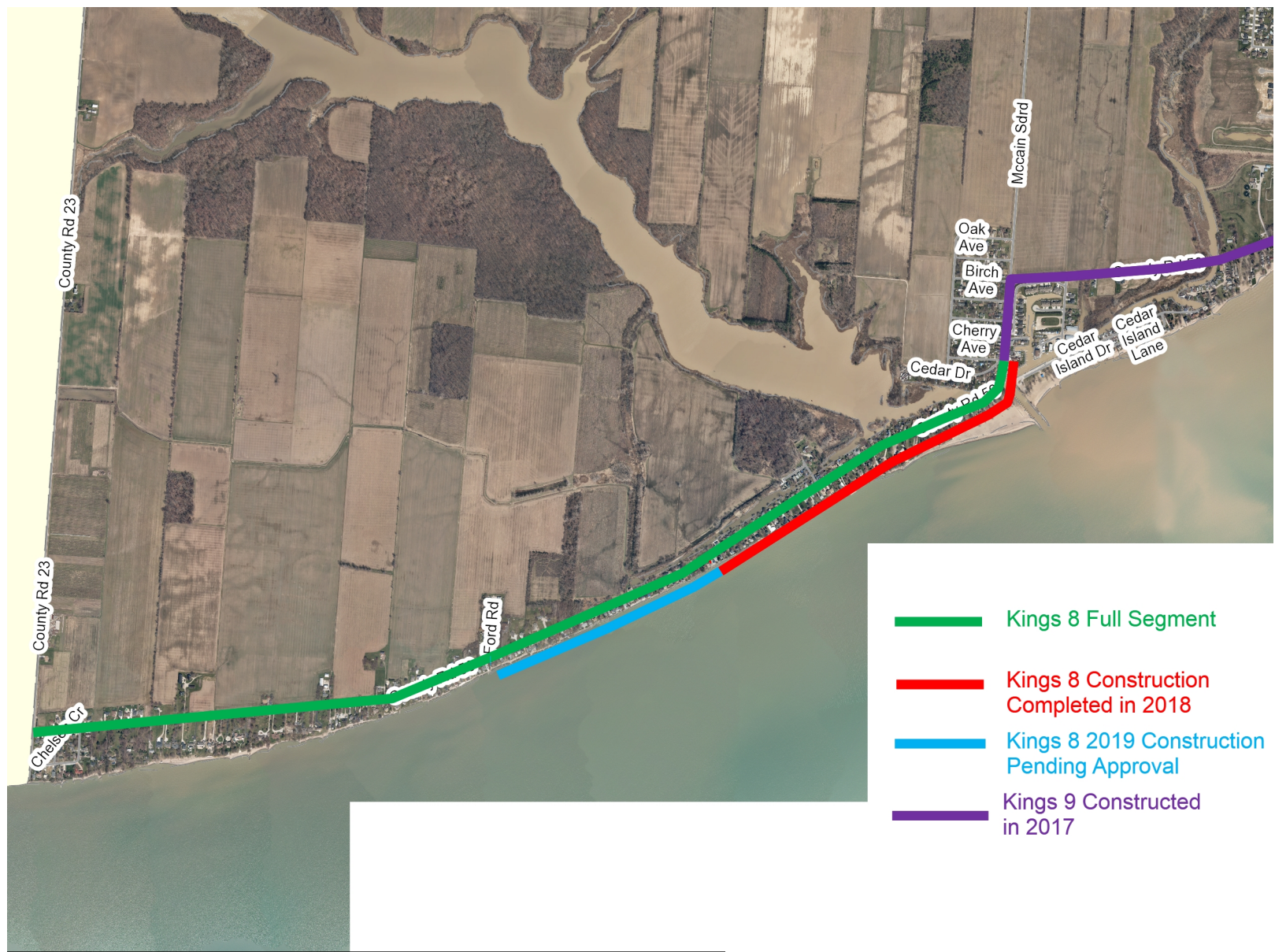
Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.

Chief Administrative Officer



Kingsville Mapping



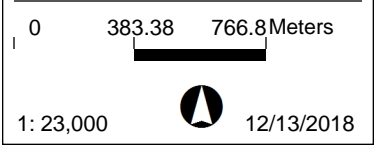
- Kings 8 Full Segment
- Kings 8 Construction Completed in 2018
- Kings 8 2019 Construction Pending Approval
- Kings 9 Constructed in 2017



- Legend**
- Essex Municipalities
 - <all other values>
 - Kingsville
 - Street

Notes

THIS MAP IS NOT TO BE USED FOR NAVIGATION
Copyright the Corporation of the County of Essex, 2012. Data herein is provided by the Corporation of the County of Essex on an 'as is' basis. Assessment parcel provided by Teranet Enterprises Inc. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.





2021 Division Road North
Kingsville, Ontario N9Y 2Y9
(519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

Date: January 8, 2019
To: Mayor and Council
Author: Tim Del Greco, Manager of Municipal Services
RE: 2018 Road Conditions Assessment
Report No.: MS 2019 - 03

AIM

To provide Council the results of the latest road conditions assessment.

BACKGROUND

In September of 2018, StreetScan was contracted by the Town of Kingsville to assess the physical conditions of all municipal roads. The assessment was completed using a vehicle outfitted with a number of sensors and cameras that are capable of identifying road distress. Examples of distress captured by the sensors include cracking, raveling, rutting, depressions, potholes, weathering, and patches. The data collected from the sensors was used to create a Pavement Condition Index (PCI) for each roadway. The PCI ranges from 0 (the worst condition) to 100 (the best possible condition).

The following table illustrates the amount of distress and suggested maintenance for various PCI values:

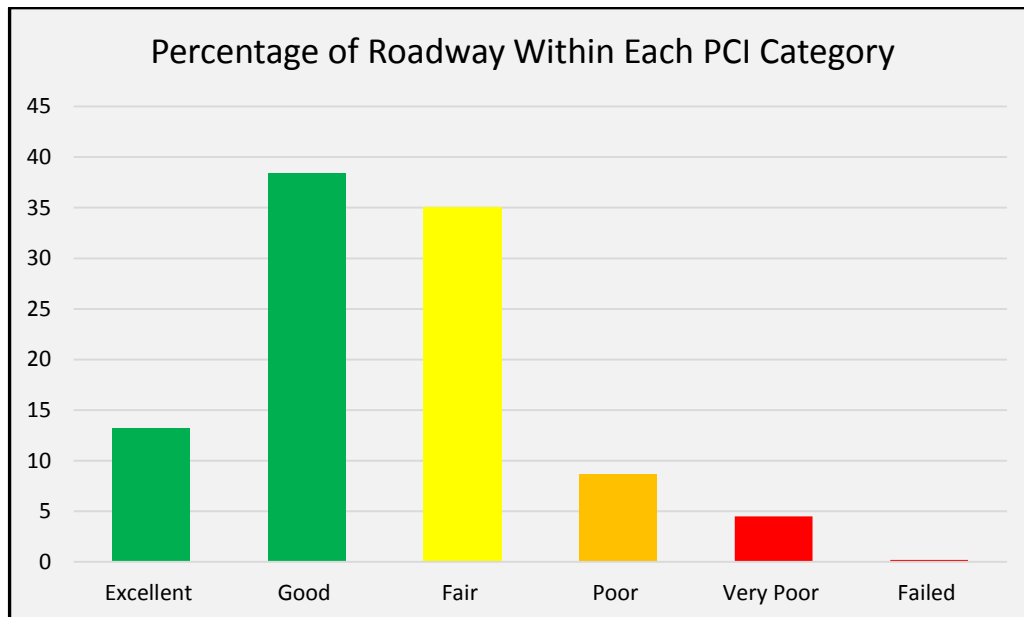
PCI Label	PCI Range	Description of Distresses	Approx. % of Segment Covered by Distresses	Suggested Maintenance
Excellent	85-100	No major distresses. Possibly some crack seal in place.	0-5%	No maintenance required.
Good	70-85	Recent crack seal starting to fail, longitudinal + transverse cracks, some recent and clean patches.	5-10%	Preventive maintenance including patches, crack seal, chip seal, slurry seal, or micro surface.
Fair	55-70	Moderate to severe block cracking, alligator cracking, potholes, and aging patches.	10-25%	Mill and overlay at depths ranging 1-2".
Poor	40-55	Increased quantity of alligator cracking, block cracking, potholes, and patches.	25-50%	Mill and overlay at depths ranging 2-4".

Very Poor	20-40	Severe alligator cracking. Failed patches, large quantity of deep and/or wide potholes.	50-75%	Reconstruction of street is required.
Failed	0-20	Ride quality is severely affected by deep and dense potholes, failed patches, and alligator cracking.	75-100%	Reconstruction of street required, replacement of base.

DISCUSSION

The road assessment was completed and submitted to the Town in December of 2018. The Kingsville Road Network was determined to be in “fair” condition with an average PCI of 68.8. The percentage of roadway within each PCI category is as follows:

PCI Label	PCI range	Number of KM's	%
Excellent	85-100	30.4	13.2
Good	70-85	88.3	38.4
Fair	55-70	80.4	35
Poor	40-55	20.1	8.7
Very Poor	20-40	10.4	4.5
Failed	0-20	0.4	0.2
Total		230	100



An aerial map as well as an alphabetical listing of each roadway and corresponding PCI value can be seen in Appendices A and B respectively.

The software included with the latest assessment is able to suggest a prioritization of road repair using a formula based on two important criteria, that being the condition of the road (PCI) and traffic volume. Appendix C includes a listing of road segments with the highest priority for repair per this calculation. In 2019, Municipal Services will update the 5 Year Plan for capital road repair taking into consideration this priority ranking. Other factors such as new development, increased traffic volumes, network improvements as identified

in the Kingsville Transportation Master Plan, and condition of underground services will also be considered when developing this 5 Year Plan. Presentation of this plan to Council can be expected in the third quarter of 2019.

2019 Capital Road Works

Considering the timing of the latest road assessment in relation to preparation of the 2019 Budget, Municipal Services will be recommending road repair based on a high priority ranking with minimal engineering and pre-design required. Therefore, revisions to capital road works in the first draft of the 2019 Capital Budget should be expected.

Olinda Sideroad

A petition from residents of Olinda Sideroad was received in November of 2018 requesting rehabilitation of this roadway. The petition specifies concerns relating to drainage, rutting, and crowning of the roadway.

Olinda Sideroad from County Road 34 to Road 6 East is a rural road with a surface treated pavement (tar and chip). The annual average daily traffic is 354 vehicles and considered to be low volume. Per the 2018 road conditions assessment, this section of road has an average PCI of 65 and is not identified as a high priority for rehabilitation. The crown of the road is not ideal and does exceed the recommended 2-3% of grade.

Comparable data of other roads within the Kingsville Road Network demonstrates higher priorities for repair. As a result, there are no immediate or short term plans to rehabilitate Olinda Sideroad. However, during review and revision of the 5 Year Plan for capital road repair, Olinda Sideroad will be given due consideration for inclusion.

Public Works has committed to investigating and addressing issues with drainage and minor surface distress following the winter season.

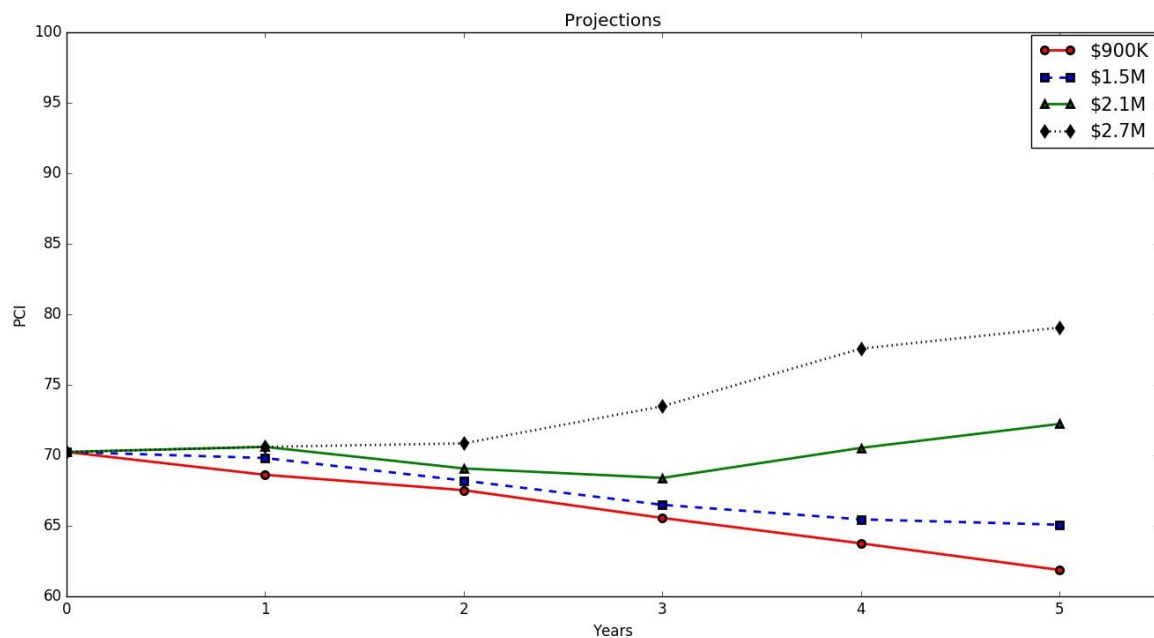
LINK TO STRATEGIC PLAN

To become a leader in sustainable infrastructure renewal and development.

FINANCIAL CONSIDERATIONS

As part of the latest assessment, StreetScan has completed a projection of future PCI values vs dollars spent per year on road repair. These projections are based on pavement deterioration rates, annual budgets, and the anticipated cost of repairs. Figure 1 below illustrates four different scenarios. The red line, which is representative of the Town's historical annual budget (approximately \$900K), shows a continued decline in road conditions and PCI value. The green line, which represents an annual budget of \$2.1M, predicts sustainability of our road network over a five year period at a PCI value of 70.

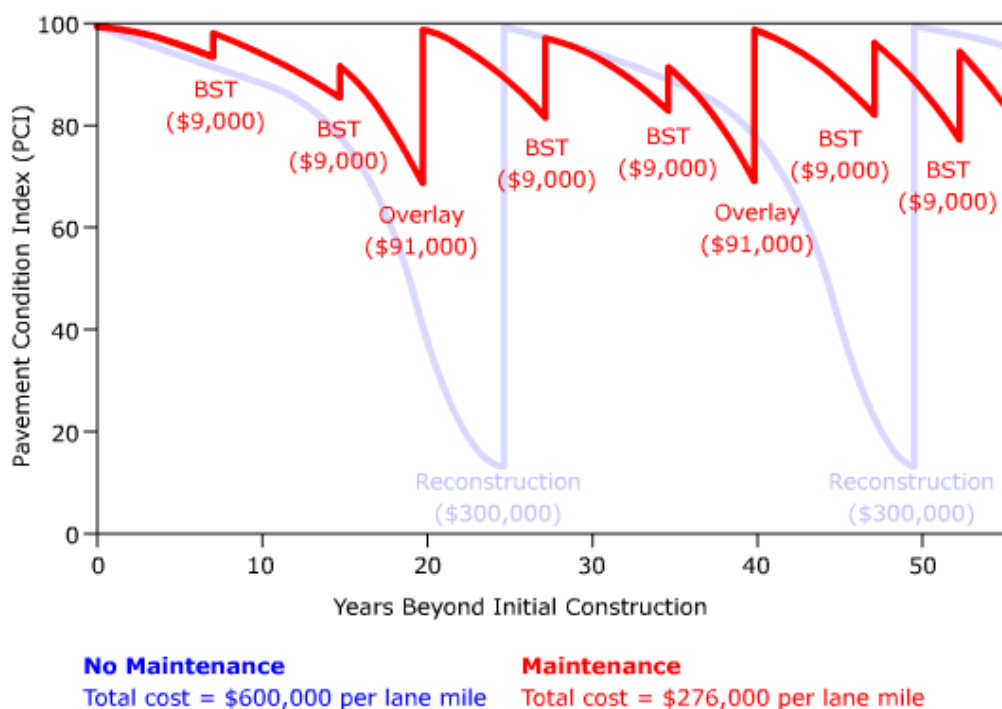
Figure 1: Projected PCI vs Varying Budgets



In addition to sustainability, increased spending is more economical in the long term as full road reconstruction is exponentially more expensive than maintenance and repair. This concept is further illustrated in Figure 2 below.

Therefore, allocating increased funding to road repair and rehabilitation should be given due consideration during budgetary deliberations. As such, the revised 5 Year Plan will include annual recommendations for capital road repair that are of higher value in comparison to previous years.

Figure 2: Effects of Maintenance and Repair on a Pavement Life Cycle Comparison Based on Cost Per Mile of a Two Lane Road



CONSULTATIONS

StreetScan
Municipal Services

RECOMMENDATION

That Council:

Receive the 2018 Kingsville Road Conditions Assessment as completed by StreetScan;

And that Council receive the information relating to a request for rehabilitation of Olinda Sideroad.

Tim Del Greco

Tim Del Greco, P.Eng
Manager of Facilities and Properties

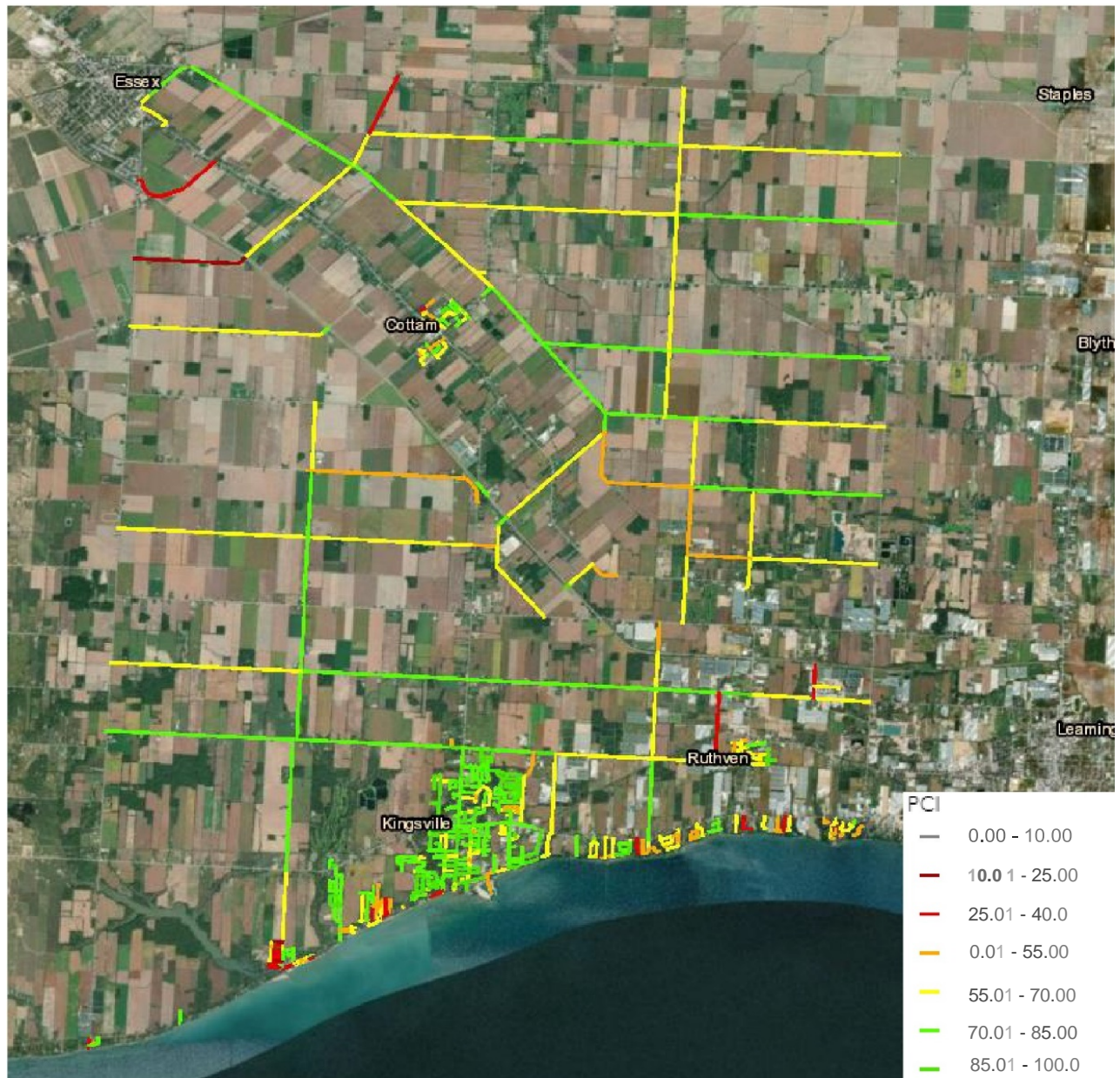
G. A. Plancke

G.A. Plancke, Civil Eng. Tech (Env.)
Director of Municipal Services

Peggy Van Mierlo-West

Peggy Van Mierlo-West, C.E.T.
Chief Administrative Officer

Appendix A



Appendix B - Sorted by Alphabetical Order

Street Name	From Street Name	To Street Name	PCI
1ST BLVD	CEDAR ISLAND DR	CEDAR ISLAND LN	80
2ND BLVD	CEDAR ISLAND DR	CEDAR ISLAND LN	81
3RD BLVD	CEDAR ISLAND DR	CEDAR ISLAND LN	88
4TH BLVD	CEDAR ISLAND DR	CEDAR ISLAND LN	67
5TH BLVD	CEDAR ISLAND DR	CEDAR ISLAND LNCEDAR ISLAND	73
6TH BLVD	CEDAR ISLAND DR	CEDAR ISLAND LN	71
ALLEN CT	DEAD END	STONEHEDGE DR	91
ALLEY	KING ST	VICTORIA ST	53
ANGEL CT	WILGLE AVE	BRUNER CT	67
ANGEL CT	BRUNER CT	DEAD END	67
APPLEWOOD RD	WOODYCREST AVE	CHERRYWOOD DR	68
APPLEWOOD RD	CHERRYWOOD DR	JASPERSON LN	77
APPLEWOOD RD	REMARK DR	CHERRYWOOD DR	68
APPLEWOOD RD	CHERRYWOOD DR	REMARK DR	72
ARNER TLINE	ADAMS LN	DEAD END	28
ARNER TLINE	CHELSEA CR	ADAMS LN	33
ARNER TLINE	KENSHORE LN	CHELSEA CR	39
ARNER TLINE	COUNTRY RD 50	KENSHORE LN	35
AUGUSTINE DR	MCCULLUM DR	MCCULLUM DR	80
AUGUSTINE DR	SPRUCE ST N	MCCULLUM DR	82
AURELIA CR	ORIOLE DR	DEAD END	65
AUTUMN CT	DEAD END	ROWLEY PARK DR	64
BAINBRIDGE AVE	OXFORD AVE	BAINBRIDGE AVE	56
BAINBRIDGE AVE	NOTTINGHAM AVE	OXFORD AVE	53
BAYFIELD CR	KENYON POINT RD	ORIOLE DR	50
BAYVIEW AVE	HERITAGE RD	DEAD END	40
BAYVIEW CR	DEAD END	CULL DR	90
BECKER LANE	HERITAGE RD	DEAD END	67
BEECH ST	DIVISION ST N	WATERMILL ST	86
BEECH ST	WATERMILL ST	SPRUCE ST N	77
BERNATH ST	SERENA ST	END	93
BIRCH AVE	LEWIS AVE	HERITAGE RD	36
BLUE JAY CRES	LUKAS DR	LUKAS DR	93
BRANCO DR	ROAD 2 E	END	90
BRIARWOOD CR	SEACLIFF DR	LINCOLN RD	40
BRIARWOOD CR	LINCOLN RD	GRAHAM SIDE RD	46
BROOKSIDE CT	SANDYBROOK WAY	DEAD END	79
BRUNER CRT	ANGEL CT	DEAD END	90
BUONA VISTA DR	DI MENNA DR	DEAD END	81
BUONA VISTA DR	DEAD END	DI MENNA DR	85
CAMERON DR	WESTLAWN AVE	PALMER DR	78
CAMERON SDRD	TALBOT TRAIL	SOUTH TALBOT RD	73
CAMERON SDRD E	NORTH TALBOT RD	TALBOT RD	65
CAMERON SDRD W	TALBOT RD	SOUTH TALBOT RD	65
Cameron Side Road E	CONCESSION RD 11	NORTH RALBOT RD	65
Cameron Side Road E	COUNTY RD 8	CONCESSION RD 11	33

CAMPBELL LANE	GRAHAM SIDE RD	DEAD END	54
CARDINAL LANE	KENYON POINT RD	CARDINAL LN	59
CATALINA CT	DEAD END	CEDAR ISLAND RD	72
CEDAR DR	LEWIS AVE	SYCAMORE AVE	39
CEDAR ISLAND DR	DEAD END	CEDAR ISLAND RD	39
CEDAR ISLAND DR	CEDAR ISLAND RD	2ND BLVD	31
CEDAR ISLAND DR	CEDAR ISLAND RD	1ST BLVD	65
CEDAR ISLAND DR	2ND BLVD	3RD BLVD	63
CEDAR ISLAND DR	3RD BLVD	4TH BLVD	55
CEDAR ISLAND DR	4TH BLVD	5TH BLVD	70
CEDAR ISLAND DR	5TH BLVD	6TH BLVD	71
CEDAR ISLAND LANE	2ND BLVD	3RD BLVD	43
CEDAR ISLAND LANE	3RD BLVD	4TH BLVD	57
CEDAR ISLAND LANE	1ST BLVD	2ND BLVD	69
CEDAR ISLAND LANE	4TH BLVD	5TH BLVD	42
CEDAR ISLAND LANE	5TH BLVD	6TH BLVD	40
CEDAR ISLAND RD	ELINOR ST	CEDAR ISLAND DR	64
CEDAR ISLAND RD	CATALEINA CT	ELINOR ST	76
CENTENNIAL CR	DEAD END	TOWNLIN ALBUNA	41
CHELSEA CR	HERITAGE RD	STADDON AVE	83
CHELSEA CR	COUNTY RD 23	STADDON AVE	84
CHERRY AVE	LEWIS AVE	HERITAGE RD	20
CHERRY LANE	MAIN ST E	PEARL ST E	86
CHERRYWOOD DR	APPLEWOOD RD	APPLEWOOD RD	53
CHESTNUT ST	KING ST	MAIN ST W	86
CLARK ST	CLARK ST	FRANCIS ST	37
CLARK ST	WILLIAM ST	CLARK ST	43
CLARK ST	FRANCIS ST	TALBOT RD	46
CLIFFSIDE LANE	SEACLIFF DR	CLOVELLY DR	73
CLOVELLY DR	CLIFFSIDE LN	LAKE ERIE DR	61
COGHILL DR	STONEHEADGE DR	CULL DR	93
COMMISIONER DR	SUMMERSET AVE	WOODLAWN CRESCENT	87
CONSERVATION BLVD	COUNTY RD 20	GOLFVIEW DR	78
CONSERVATION BLVD	GOLFVIEW DR	FOXRUN BLVD	83
CONSERVATION BLVD	CROSSING WINDS BLVD	COUNTY RD 20	86
CONSERVATION BLVD	FOXRUN BLVD	HERITAGE RD	85
COTTAGE GROVE AVE	ESSEX ST	LAKE DR	68
COTTONWOOD AVE	REDWOOD RD	GREENWOOD AVE	42
COTTONWOOD AVE	DEAD END	REDWOOD RD	54
COTTONWOOD AVE	GREENWOOD AVE	WHITEWOOD RD	55
COTTONWOOD RD WEST	FULLER DR	DEAD END	66
CRANBERRY ST	DIVISION RD N	HOLLY ST	90
CREEKVIEW BLVD	CONSERVATION BLVD	GOLFVIEW DR	81
CREEKVIEW BLVD	DEAD END	FOXRUN BLVD	79
CREEKVIEW BLVD	FOXRUN BLVD	CREEKVIEW CT	78
CREEKVIEW BLVD	CREEKVIEW CT	CONSERVATION BLVD	80
CREEKVIEW CT	CREEKVIEW BLVD	DEAD END	78

CROSSWINDS BLVD	CROSSING WINDS BLVD	DEAD END	80
CROSSWINDS BLVD	DEAD END	CROSSING WINDS BLVD	80
CULL DR	HERITAGE RD	MALOTT LN	82
CULL DR	MALOTT LN	COGHILL DR	87
CULL DR	COGHILL DR	STONEHEDGE DR	87
CULL DR	STONEHEDGE DR	ORIOLE CT	89
CULL DR	ORIOLE CT	SUMMERSET AVE	85
CULL DR	SUMMERSET AVE	BAYVIEW CRESCENT	86
CULL DR	BAYVIEW CRESCENT	WOODLAWN CRESCENT	78
CULL DR	WOODLAWN CRESCENT	QUEEN ST	74
DELMER CR N	DELMER CRESCENT	HILL ST	78
DELMER CR N	DELMER CRESCENT	DELMER CRESCENT	83
DELMER CR S	DELMER CRESCENT	HILL ST	71
DELMER ST N	DEAD END	DELMER CRESCENT	70
DIANE D ST	DEAD END	VERIENA BLVD	65
DIANE D ST	VERIENA BLVD	DEAD END	51
DIEPPE CR	NORMANDY AVE	HERITAGE RD	84
DIEPPE CR	DIEPPE CRESCENT	NORMANDY AVE	78
DIMENNA DR	SEACLIFF DR	VALLOCHIE CT	84
DIMENNA DR	VALLOCHIE CT	BUONA VISTA DR	84
DIVISION ST N	PULFORD ST	WATER ST	73
DIVISION ST N	CONCESSION RD 2 E	SANDYBROOK WAY	83
DIVISION ST N	PALMER DR	MCCALLUM AVE	73
DIVISION ST N	HORWATH AVE	IVY LN	70
DIVISION ST N	IVY LN	THORNCREST ST	71
DIVISION ST N	THORNCREST ST	HILLVIEW CRESCENT	71
DIVISION ST N	KING ST	MAIN ST	73
DIVISION ST N	WATER ST	BEECH ST	78
DIVISION ST N	HILLVIEW CRESCENT	PULFORD ST	80
DIVISION ST N	MCCALLUM AVE	HORWATH AVE	75
DIVISION ST N	SANDYBROOK WAY	DIVISION RD N	92
DIVISION ST N	DIVISION RD N	PALMER DR	81
DIVISION ST S	STANLEY ST	PROSPECT ST	100
DIVISION ST S	MCLEAN ST	MYRTLE ST	100
DIVISION ST S	PEARL ST W	MILL ST W	100
DIVISION ST S	MILL ST W	ELM ST	100
DIVISION ST S	ELM ST	STEWART ST	100
DIVISION ST S	STEWART ST	MAPLE ST	100
DIVISION ST S	PROSPECT ST	MELBOURNE ST	100
DIVISION ST S	MELBOURNE ST	ERIE ST	100
DIVISION ST S	ERIE ST	HERRINGTON ST	100
DIVISION ST S	HERRINGTON ST	PARK ST	100
DIVISION ST S	PARK ST	LAKESIDE CRESCENT	69
DIVISION ST S	MYRTLE ST	STANLEY ST	100
DIVISION ST S	MAPLE ST	MCLEAN ST	100
DIVISION ST S	LAKESIDE CRESCENT	LAKESIDE CRESCENT	72
DIVISION ST S	LAKESIDE CESCENT	DEAD END	67

DIVISION ST S	MAIN ST W	PEARL ST W	100
Dix Alley	DEAD END	HERITAGE RD	69
DOCK RD	PARK ST	DEAD END	50
ELGIN ST	UNION AVE	UNNAMED RD	76
ELGIN ST	UNNAMED RD	TALBOT RD	74
ELM ST	QUEEN ST	DIVISION ST S	71
ELM ST	LAUREL ST	QUEEN ST	85
ELM ST	MCDONALD ST	LAUREL ST	82
ELM ST	DEAD END	MCDONALD ST	85
ELWOOD CRT	DEAD END	FOX ST	70
EMILY AVE	SEACLIFF DR	HOUSTON AVE	90
ERIE AVE	KING ST	HERITAGE RD	48
ERIE AVE	DEAD END	KING ST	50
ERIE ST	DIVISION ST D	LANSDOWNE AVE	88
ERIE ST	LANSDOWNE AVE	DEAD END	88
ERIEVIEW ST	WIGLE AVE	DEAD END	80
ESSEX ST	DEAD END	COTTAGE GROVE AVE	76
ESSEX ST	COTTAGE GROVE AVE	LAWNDALE AVE	77
ESSEX ST	LAWNDALE AVE	DEAD END	67
FAIRLEA CR	REGENT ST	MAYFAIR ST	58
FAIRVIEW AVE	GOSFIELD TOWNLINE	DOWSWELL ST	70
FAIRVIEW AVE	DOWSWELL ST	PINE ST	78
FAIRVIEW AVE	PINE ST	MAIDSTONE AVE	80
FERN AVE	IVY LN	DEAD END	77
FORD RD	DEAD END	HERITAGE RD	76
FORMAN RD	HERITAGE RD	DEAD END	70
FOX RUN BLVD	CREEKVIEW BLVD	CONSERVATION BLVD	81
FOX ST	HILL ST	BELLE RIVER RD	70
FOX ST	VICTORIA ST	HILL ST	68
FOX ST	ELWOOD CT	VICTORIA ST	50
FOX ST	STOCKWELL ST	ELWOOD CT	41
FOX ST	STOCKWELL ST	DEAD END	43
FRACAS CRT	WISTERIA LN	DEAD END	90
FRANCIS DR	LYNDON WAY	PATRICIA BLVD	43
FRANCIS ST	CLARK ST	WILLIAM ST	67
FULLER DR	SEACLIFF DR	FULLER DR	64
GLADSTONE AVE	LANSDOWNE AVE	VICTORIA AVE	78
GLADSTONE AVE	VICTORIA AVE	WALKER DR	84
GLADSTONE AVE	WALKER DR	DEAD END	77
GLASS AVE	WIGLE AVE	DEAD END	84
GOLFVIEW DR	CONSERVATION BLVD	GOLFVIEW DR	81
GRACE ST	LANSDOWNE AVE	VICTORIA AVE	86
GRAHAM SDRD	SEACLIFF DR	CAMPBELL LN	66
GRAHAM SDRD	TALBOT RD	COUNTRY RD 18	64
GRAHAM SDRD	CONCESSION 6 RD	CONCESSION 5 RD	48
GRAHAM SDRD	CONCESSION RD 2 E	SEACLIFF DR	75
GRAHAM SDRD	CONCESSION 5 RD	TALBOT RD	61

GRAHAM SDRD	3RD CONCESSION	CONCESSION RD 2 E	67
GRAHAM SDRD	COUNTY RD 8	TALBOT TRAIL	50
GRAHAM SDRD	TALBOT TRAIL	3RD CONCESSION	62
GRAHAM SDRD	CAMPBELL LN	BRIARWOOD CRESCENT	50
GRAHAM SDRD	CONCESSION 7 RD	CONCESSION 6 RD	65
GRAHAM SDRD	CONCESSION 8 RD	CONCESSION 7 RD	61
GRAHAM SDRD	COUNTY RD 14	CONCESSION 8 RD	67
GRAHAM SDRD	CONCESSION 10 RD	COUNTY RD 14	70
GRAHAM SDRD	CONCESSION RD 11	CONCESSION 10 RD	68
GRAHAM SDRD	COUNTRY RD 8	CONCESSION RD 11	66
Grandview Avenue	HOUSTON AVE	LAKEVIEW AVE	71
Grandview Avenue	DEAD END	HOUSTON AVE	81
GREENHILL LANE	MAIN ST W	PEARL ST W	90
GREENHILL LANE	PEARL ST W	MILL ST W	84
GREENWOOD AVE	BELLE RIVER RD	REDWOOD ST	71
GREENWOOD RD	SEACLIFF DR	COTTONWOOD AVE	40
HARBOURVIEW DR	DEAD END	QUEEN ST	35
HAZEL CRES	ROAD 2 E	HAZEL CRESCENT	91
HAZEL CRES	HAZEL CRES	HAZEL CRES	94
HAZEL CRES	CONCESSION RD 2 E	HAZEL CRES	91
HEMLOCK AVE	LEWIS AVE	HERITAGE RD	38
HERRINGTON ST	QUEEN ST	HARRINGTON ST	77
HERRINGTON ST	HARRINGTON ST	DIVISION ST S	76
HERRINGTON ST	QUEEN ST	HARRINGTON ST	84
HICKORY LANE	KENYON POINT RD	DEAD END	55
HILL ST	TALBOT RD	FOX ST	62
HILL ST	DELMER CRESCENT	BELLE RIVER RD	75
HILL ST	DELMER CRESCENT	DELMER CRESCENT	70
HILL ST	KLUNDERT CRESCENT	DELMER CRESCENT	59
HILL ST	KLUNDERT CRESCENT	KLUNDERT CRESCENT	65
HILL ST	KLUNDERT CRESCENT	LAIRD AVE	67
HILL ST	LAIRD AVE	FOX ST	72
HILLVIEW CR	DEAD END	DIVISION ST N	75
HOLLY ST	NORTH END	SOUTH END	88
HORWATH AVE	DIVISION ST N	SUMAC DR	81
HOUSTON AVE	GLASS AVE	EMILY AVE	88
INDUSTRY RD	DEAD END	LAKEVIEW AVE	75
INMAN SDRD	COUNTY RD 34	CONCESSION 6 RD	65
INMAN SDRD	SOUTH TALBOT RD	TALBOT RD	64
INMAN SDRD	SOUTH TALBOT RD	TALBOT TRAIL	87
IRWIN AVE	GOSFIELD TOWNLINE	FLORIAN ST	58
IRWIN AVE	IRWIN AVE	TALBOT RD	57
IVY LANE	DEAD END	FERN AVE	72
IVY LANE	FERN AVE	DIVISION ST N	73
JAMES AVE	NORMANDY AVE	HERITAGE RD	84
JAMES AVE	HERITAGE RD	KATRISHE CRESCENT	73
JAMES AVE	KATRISHE CRESCENT	OWENWOOD DR	75

JAN'S CR	DEAD END	PARK ST	65
JASPERSON DR	PEACHWOOD DR	APPLEWOOD RD	66
JASPERSON DR	APPLEWOOD RD	MAIN ST E	57
JASPERSON DR	JASPERSON DR	PEACHWOOD DR	60
JASPERSON LANE	CONCESSION RD 2 E	JASPERSON LANE	45
JOANEY LANE	VERIENA BLVD	SARA BLVD	69
KATIE CR	WIGLE AVE	DEAD END	77
KATRISHE CR	JAMES AVE	DEAD END	70
KENYON POINT RD	SEACLIFF DR	CARDINAL LN	59
KENYON POINT RD	CARDINAL LN	ORIOLE DR	67
KENYON POINT RD	ORIOLE DR	KENYON POINT RD	50
KENYON POINT RD	BAYFIELD CRESCENT	HICKORY LN	65
KENYON POINT RD	KENYON POINT RD	BAYFIELD CRESCENT	64
KING AVE	DEAD END	TALBOT RD	56
KING BLVD	ERIE AVE	PARK AVE	50
KING BLVD	WRIDE AVE	ERIE AVE	44
KING ST	CHESTNUT ST	DIVISION ST N	86
KINGSWOOD DR	DEAD END	LAUREL ST	86
KLUNDERT CR	HILL ST	HILL ST	91
KRATZ SDRD	CONCESSION RD 2 E	SEACLIFF DR	58
LAIRD AVE	HILL ST	BELLE RIVER RD	84
LAKE DR	DEAD END	COTTAGE GROVE AVE	71
LAKE DR	LAWNDALE AVE	HERITAGE RD	68
LAKE DR	COTTAGE GROVE AVE	LAWNDALE AVE	70
LAKE ERIE DR	DEAD END	CLOVELLY DR	68
LAKE ERIE DR	TORQUAY DR	DEAD END	38
LAKE ERIE DR	CLOVELLY DR	TORQUAY DR	70
LAKESIDE CR	DIVISION ST S	DIVISION ST S	76
LAKEVIEW AVE	INDUSTRY RD	WIGLE AVE	70
LAKEVIEW AVE	GRANDVIEW AVE	DEAD END	88
LAKEVIEW AVE	WIGLE AVE	GRANDVIEW AVE	90
LAKEVIEW AVE	13M NORTH OF PARK ST	PARK ST	85
LAKEVIEW AVE	INDUSTRY RD	13M NORTH OF PARK ST	55
LANSLOWNE AVE	ERIE ST	PARK ST	67
LANSLOWNE AVE	GLADSTONE AVE	MAPLE ST	65
LANSLOWNE AVE	MAPLE ST	MYRTLE ST	54
LANSLOWNE AVE	VIOLA CRESCENT	WELLINGTON ST	88
LANSLOWNE AVE	WELLINGTON ST	GLADSTONE AVE	62
LANSLOWNE AVE	PROSPECT ST	ERIE ST	75
LANSLOWNE AVE	GRACE ST	VIOLA ST	62
LANSLOWNE AVE	MILL ST E	GRACE ST	74
LANSLOWNE AVE	MYRTLE ST	PROSPECT ST	61
LANSLOWNE AVE	PROSPECT ST	PROSPECT ST	73
LAUREL ST	MILL ST W	KINGSWOOD DR	63
LAUREL ST	KINGSWOOD DR	ELM ST	72
LAWNDALE AVE	ESSEX ST	LAKE VIEW	77
LEE RD	QUEEN ST	TALBOT RD	50

LEONARD DR	WISTERIA LN	PEACHWOOD DR	76
LEWIS AVE	OAK AVE	MAPLE AVE	58
LEWIS AVE	MAPLE AVE	BIRCH AVE	44
LEWIS AVE	BIRCH AVE	HEMLOCK RD	62
LEWIS AVE	HEMLOCK RD	SPRUCE AVE	59
LEWIS AVE	SPRUCE AVE	CHERRY AVE	59
LEWIS AVE	CHERRY AVE	SYCAMORE AVE	63
LEWIS AVE	SYCAMORE AVE	CEDAR DR	60
LINCOLN RD	SEACLIFF DR	BRIANWOOD CRESCENT	48
LONG CT	DEAD END	STONEHEDGE DR	90
LUKAS DR	WOODYCREST AVE	PEACHWOOD DR	90
LYLE ST	CLARK ST	WILLIAM ST	73
MAIN ST E	SANTOS DR	WILLIAM AVE	82
MAIN ST E	DIVISION ST S	SPRUCE ST N	85
MAIN ST E	SPRUCE ST N	CHERRY LN N	78
MAIN ST E	CHERRY LN N	SANTOS DR	74
MAIN ST E	WILLIAM AVE	WIGLE AVE	76
MAIN ST E	REMARK DR	JASPERSON LN	76
MAIN ST E	JASPERSON LN	CHRYSLER GREENWAY TRAIL	72
MAIN ST W	HERITAGE RD	CEMENTERY RD	58
MAIN ST W	CEMETERY RD	PRINCE ALBERT ST S	59
MAIN ST W	CHESTNUT ST	DIVISION ST N	76
MAIN ST W	QUEEN ST	CHESTNUT ST	81
MAIN ST W	PRINCE ALBERT ST S	QUEEN ST	62
MALDEN RD	TALBOT RD	MALDEN RD	38
MALDEN RD	GOSFIELD TOWNLINE	SOUTH TALBOT RD	35
Malo Street	DEAD END	SCRATCH LN	55
Malo Street	SCRATCH LN	DEAD END	57
MALOTT AVE	HERITAGE RD	DEAD END	43
MALOTT LANE	CULL DR	PINEWAY PARK	86
MAPLE AVE	LEWIS AVE	MCCAIN SIDE RD	29
MAPLE ST	DIVISION ST S	LANSDOWNE AVE	85
MARSH RD	SOUTH TALBOT RD	TALBOT TRAIL	90
MARSHWOODS BLVD	CONSERVATION BLVD	GOLFVIEW DR	87
MAYFAIR ST	FAIRLEA CRESCENT	CONCESSION RD 2 E	45
MAYFAIR ST	REGENT ST	FAIRLEA CRESCENT	59
MCCAIN SDRD	COTTAM SIDE RD	CONCESSION 6 RD	69
MCCAIN SDRD	COUNTY RD 18	3RD CONCESSION	79
MCCAIN SDRD	3RD CONCESSION	CONCESSION 2 RD	81
MCCAIN SDRD	COUNTY RD 20	OAK AVE	68
MCCAIN SDRD	OAK AVE	MAPLE AVE	66
MCCAIN SDRD	MAPLE AVE	HERITAGE RD	69
MCCAIN SDRD	CONCESSION 6 RD	CONCESSION 5 RD	77
MCCAIN SDRD	CONCESSION 5 RD	COUNTY RD 18	71
MCCAIN SDRD	CONCESSION 2 RD	COUNTY RD 20	74
MCCALLUM DR	MCCALUM AVE	AUGUSTINE DR	63
MCCALLUM DR	AUGUSTINE DR	PECANWOOD DR	67

MCCALLUM DR	PECANWOOD DR	PECANWOOD DR	66
MCCALLUM ST	DIVISION ST N	SUMAC DR	80
MCCRACKEN RD	SEACLIFF DR	MCCRACKEN RD	71
MCDONALD ST	MILL ST W	ELM ST	89
MCLEAN ST	QUEEN ST	DIVISION ST S	80
MCRAE AVE	SEACLIFF DR	PORRONE DR	66
MCRAE AVE	PORRONE DR	DEAD END	86
MELBOURNE ST	QUEEN ST	DIVISION ST S	66
METTAWAS LANE	PARK ST	DEAD END	90
MILL CREEK CR	SPRUCE ST N	DEAD END	74
MILL ST E	SPRUCE ST S	VICTORIA AVE	85
MILL ST E	VICTORIA AVE	DEAD END	86
MILL ST E	DIVISION ST S	LANSDOWNE AVE	87
MILL ST E	LANSDOWNE AVE	SPRUCE ST S	86
MILL ST W	MCDONALD ST	PRINCE ALBER ST S	90
MILL ST W	PRINCE ALBER ST S	LAUREL ST	92
MILL ST W	LAUREL ST	QUEEN ST	85
MILL ST W	QUEEN ST	DIVISION ST S	77
MILL ST W	CEMENTERY RD	MILL ST W	87
MILLBROOK CT	SADLLE LN	DEAD END	76
MILLBROOK DR	SUMAC DR	TIMBERLAKE RD	68
MILLBROOK DR	MILLBROOK CT	ROCKPORT LN	72
MILLBROOK DR	SANDYBROOK WAY	TIMBERLAKE RD	71
MILLBROOK DR	ROCKPORT LN	SUMAC DR	76
MILLBROOK DR	HAZEL CRESCENT	SANDYBROOK WAY	76
MONTEGO BAY CR	SPRUCE AVE	DEAD END	80
MONTEGO BAY CR	CEDAR ISLAND RD	SPRUCE AVE	80
MULBERRY CRES	WOODYCREST AVE	SANDYBROOK WAY	92
MURRAY ST	WINSTON CRESCENT	WIGLE AVE	81
MURRAY ST	WILLIAM AVE	WINSTON CRESCENT	57
MURRAY ST	DEAD END	WILLIAM AVE	68
MYRTLE ST	DIVISION ST S	LANSDOWNE AVE	78
NEAL ST	TALBOT RD	ELGIN RD	66
NEVAN CRT	DEAD END	UNNAMED ROAD	93
NEWMAN RD	N TALBOT RD	BELLE RIVER RD	74
NOAH CRT	UNNAMED ROAD	DEAD END	95
NORMANDY AVE	DIEPPE CRESCENT	JAMES AVE	87
NORMANDY AVE	JAMES AVE	DIEPPE CRES	84
NORMANDY AVE	DIEPPE CRES	DEAD END	78
NORTH TALBOT RD	NEWMAN RD	CONCESSION 8 RD	75
NORTH TALBOT RD	CAMERON SIDE RD E	CAMERON SIDE RD	70
NORTH TALBOT RD	CONCESSION RD 1	CAMERSON SIDE RD	76
NORTH TALBOT RD	COUNTY RD 8	CONCESSION RD 11	76
NORTH TALBOT RD	CONCESSION 8 RD	CONCESSION 7 RD	74
NORTH TALBOT RD	CAMERON SIDE RD	CONCESSION RD 10	75
NORTH TALBOT RD	CONCESSION RD 10	COUNTY 14 RD	69
NORTH TALBOT RD	COUNTY 14 RD	BELLE RIVER RD	68

NORTH TALBOT RD	BELLE RIVER RD	NEWMAN RD	60
North Talbot Road	CONCESSION 7 RD	CONCESSION RD	72
North Talbot Road	INMAN SIDE RD	CONCESSION 6 RD	48
North Talbot Road	N TALBOT RD	GRAHAM SIDE RD	42
NOTTINGHAM AVE	BAINBRIDGE AVE	OXFORD AVE	61
OAK AVE	LEWIS AVE	MCCAIN SIDE RD	20
OAK PARK CR	MILLBROOK DR	SANDYBROOK WAY	75
O'HALLORAN ST	DEAD END	PRINCE ALBERT ST N	95
OLINDA SDRD	CONCESSION 5 RD	TALBOT RD	66
OLINDA SDRD	THOMPSON CRESCENT	CONCESSION 5 RD	68
OLINDA SDRD	CONCESSION 6 RD	THOMPSON CRESCENT	63
ORCHARD BLVD	SEACLIFF DR	ORCHARD BLVD	66
ORCHARD BLVD	ORCHARD BLVD	ORCHARD BLVD	43
ORCHARD BLVD	ORCHARD BLVD	ORCHARD BLVD	61
ORIOLE CT	CULL DR	DEAD END	60
OWENWOOD DR	JAMES AVE	WOODLAN CRESCENT	85
OXFORD AVE	SEACLIFF DR	BAINBRIDGE AVE	68
OXFORD AVE	SEACLIFF DR	BAINBRIDGE AVE	70
OXFORD AVE	BAINBRIDGE AVE	OXFORD AVE	45
OXFORD AVE	NOTTINGHAM AVE	OXFORD AVE	55
OXFORD AVE	BAINBRIDGE AVE	NOTTINGHAM AVE	62
OXFORD AVE	OXFORD AVE	OXFORD AVE	69
PALMER DR	WESTLAWN AVE	END	70
PALMER DR	WESTLAWN AVE	CAMERON DR	84
PALMER DR	CAMERON DR	DIVISION ST N	86
PARK AVE	KING ST	DEAD END	48
PARK AVE	KING ST	HERITAGE RD	64
PARK ST	DIVISION ST S	JANS CRESCENT	87
PARK ST	LANSDOWNE AVE	PARK ST	92
PARK ST	PARK ST	DOCK RD	92
PARK ST	JANS CRESCENT	PARK LN	94
PARK ST	PARK LN	LANSDOWNE AVE	93
PARKDALE CR	SUMMERSET AVE	DEAD END	85
PATRICIA BLVD	SEACLIFF DR	FRANCIS DR	68
PEACH DR	DEAD END	WOODFERN AVE	65
PEACH DR	WOODFERN AVE	QUEEN BLVD	60
PEACHWOOD DR	LUKAS DR	JASPERSON DR	78
PEACHWOOD DR	LEONARD DR	LUKAS DR	81
PEACHWOOD DR	WOODYCREST AVE	LEONARD DR	76
PEARL ST E	DIVISION ST S	SPRUCE ST S	83
PEARL ST E	SPRUCE ST S	CHERRY LN	84
PEARL ST W	GREENHILL LN	PRINCE ALBERT ST S	91
PEARL ST W	PRINCE ALBERT ST S	QUEEN ST	88
PEARL ST W	QUEEN ST W	DIVISION ST S	75
PEARSE RD	WATERVIEW RD	HERRITAGE RD	40
PECANWOOD DR	MCCALLUM DR	WOODYCREST AVE	77
Peter St	DEAD END	SCRATCH LN	52

Peterson Road	ROAD 3 E	ROAD 2 E	27
PIGEON BAY LANE	PIGEON BAY LN	DEAD END	40
PINETREE CRES	WOODYCREST AVE	WOODYCREST AVE	81
PINEWAY PARK	MALOTT LN	DEAD END	83
PORRONE DR	MCRAE AVE	DEAD END	72
PRIMROSE DR	SANDYBROOK WAY	WOODYCREST AVE	87
PRINCE ALBERT ST N	PALMER DR	WALNUT ST	88
PRINCE ALBERT ST N	WALNUT ST	MAIN ST W	90
PRINCE ALBERT ST S	PEARL ST W	MILL ST W	88
PRINCE ALBERT ST S	MAIN ST W	PEARL ST W	85
PRINCE ST	QUEEN BLVD	UNION AVE	57
PROSPECT ST	DIVISION ST S	LANSDOWNE AVE	88
PROSPECT ST	LANSDOWNE AVE	DEAD END	87
PULFORD ST	WATERMILL ST	SPRUCE ST N	68
PULFORD ST	DIVISION ST N	WATERMILL ST	70
PURPLE PLUM DR	DEAD END	WOODYCREST AVE	73
QUEEN BLVD	PEACH DR	PRINCE ST	67
QUEEN BLVD	PRINCE ST	WILLOW DR	70
QUEEN BLVD	WILLOW DR	WOODFERN AVE	68
QUEEN BLVD	WOODFERN AVE	ROAD 2 E	60
QUEEN BLVD	LEE RD	PEACH DR	67
QUEEN ST	PEARL ST W	MILL ST W	63
QUEEN ST	MCLEAN ST	STANLEY ST	72
QUEEN ST	COUNTY ROAD 20 W	PEARL ST W	65
QUEEN ST	MELBOURNE ST	HERRINGTON ST	79
QUEEN ST	HERRINGTON ST	QUEEN ST	84
QUEEN ST	QUEEN ST	HAROLD CULL DR	72
QUEEN ST	HAROLD CULL DR	HARBOURVIEW DR	85
QUEEN ST	STANLEY ST	MELBOURNE ST	78
QUEEN ST	SHERMAN ST	MCLEAN ST	65
QUEEN ST	STEWART ST	SHERMAN ST	74
QUEEN ST	MILL ST W	ELM ST	66
QUEEN ST	ELM ST	STEWART ST	75
RAILWAY CT	WALKER DR	DEAD END	73
RAVINE LINE RD	SEACLIFF DR	DEAD END	45
REDWOOD AVE	GREENWOOD AVE	WHITEWOOD RD	68
REDWOOD AVE	DEAD END	GREENWOOD AVE	71
REDWOOD RD	SEACLIFF DR	COTTONWOOD AVE	45
REGENT ST	FAIRLEA CRESCENT	MAYFAIR ST	52
REGENT ST	UNION AVE	SERVICE RD	78
REGENT ST	SERVICE RD	FAIRLEA CRESCENT	56
REGENT ST	MAYFAIR ST	DEAD END	56
REMARK DR	APPLEWOOD RD	ROSEWOOD AVE	74
REMARK DR	ROSEWOOD AVE	MAIN ST E	74
ROAD 10	N TALBOT RD	BELLE RIVER RD E	70
ROAD 10	GRAHAM SIDE RD	ALBUNA TOWNLINE	76
ROAD 10	BELLE RIVER RD E	GRAHAM SIDE RD	67

ROAD 11	GRAHAM SIDE RD	ALBUNA TOWNLINE	58
ROAD 11	BELLE RIVER RD E	GRAHAM SIDE RD	89
ROAD 11	CAMERON SIDE RD E	BELLE RIVER RD E	70
ROAD 2 E	DIVISION ST N	JASPERSON DR	85
ROAD 2 E	SERVICE RD	MAYFAIR ST	62
ROAD 2 E	MAYFAIR ST	UNNAMED ROAD	56
ROAD 2 E	PETERSON LN	QUEEN BLVD	67
ROAD 2 E	QUEEN BLVD	UNION AVE	67
ROAD 2 E	GRAHAM SIDE RD	PETERSON LN	62
ROAD 2 E	JASPERSON DR	KRATZ RD	88
ROAD 2 E	KRATZ RD	GRAHAM SIDE RD	66
ROAD 2 RD E	UNION AVE	SERVICE RD	68
ROAD 2 RD W	MCCAIN SIDE RD	MCCAIN SIDE RD	87
ROAD 2 W	ARNER TOWNLINE	MCCAIN SIDE RD	81
ROAD 2 W	MCCAIN SIDE RD	FOX LN	85
ROAD 2 W	FOX LN	SABO ST	83
ROAD 2 W	SABO ST	DIVISION ST N	87
ROAD 3 E	GRAHAM SIDE RD	PETERSON LN	77
ROAD 3 E	UNION AVE	SPINKS DR	57
ROAD 3 E	SPINKS DR	ALBUNA TOWNLINE	58
ROAD 3 E	PETERSON LN	UNION AVE	86
ROAD 3 E	DIVISION RD	GRAHAM SIDE RD	78
ROAD 3 W	MCCAIN SIDE RD	DIVISION RD	79
ROAD 3 W	ARNER TOWNLINE	MCCAIN SIDE RD	67
ROAD 5 E	LONGLEE LN	ALBUNA TOWNLINE	70
ROAD 5 E	THOMPSON CRESCENT	LONGLEE LN	66
ROAD 5 E	OLINDA SIDE RD	THOMPSON CRESCENT	70
ROAD 5 E	GRAHAM SIDE RD	OLINDA SIDE RD	47
ROAD 5 W	MCCAIN SIDE RD	DIVISION RD	66
ROAD 5 W	ARNER TOWNLINE	MCCAIN SIDE RD	63
ROAD 5 W	DIVISION RD	S TALBOT RD	50
ROAD 6 E	OLINDA SIDE RD	ALBUNA TOWNLINE	83
ROAD 6 E	GRAHAM SIDE RD	OLINDA SIDE RD	83
Road 6 W	MCCAIN SIDE RD	DIVISION RD	41
Road 6 W	102m E of MCCAIN SDRD	MCCAIN SDRD	45
ROAD 7 E	N TALBOT RD	GRAHAM SIDE RD	75
ROAD 7 E	GRAHAM SIDE RD	OLINDA SIDE RD	82
ROAD 7 E	OLINDA SIDE RD	ALBUNA TOWNLINE	65
ROAD 7 EAST	GRAHAM SIDE RD	GRAHAM SIDE RD	80
ROAD 8 E	N TALBOT RD	GRAHAM SIDE RD	74
ROAD 8 E	GRAHAM SIDE RD	ALBUNA TOWNLINE	71
ROAD 8 W	ARNER TOWNLINE	MCCAIN SIDE RD	65
ROAD 8 WEST	MCCAIN SIDE RD	HIGHWAY 3	80
ROAD 9 W	N TALBOT RD	BELLE RIVER RD E	70
Road 9 W	ARNER TOWNLINE	HIGHWAY 3	25
ROBIN CRT	LUKAS DR	LUKAS DR	92
ROCKPORT LANE	SANDYBROOK WAY	SANDYBROOK WAY	77

ROCKPORT LANE	SANDYBROOK WAY	MILLBROOK DR	78
ROSEWOOD AVE	DEAD END	ROSEWOOD AVE	56
ROWLEY PARK DR	AUTUMN CT	SEACLIFF DR	74
ROWLEY PARK DR	AURELIA CRESCENT	ST LUKE CRESCENT	59
ROWLEY PARK DR	BAYFIELD CRESCENT	AURELIA CRESCENT	40
ROWLEY PARK DR	KENYON POINT RD	BAYFIELD CRESCENT	40
ROWLEY PARK DR	ST LUKE CRESCENT	AUTUMN CT	67
SABO ST	DEAD END	ROAD 2 W	50
SADDLE LANE	SANDYBROOK WAY	MILLBROOK DR	75
SAND PEBBLE CR	DEAD END	SANDYBROOK WAY	84
SANDYBROOK WAY	ROCKPORT LN	TIMBERLAKE DR	77
SANDYBROOK WAY	SADDLE LN	BROOKSIDE CT	80
SANDYBROOK WAY	SAND PEBBLE CRESCENT	SADDLE LN	82
SANDYBROOK WAY	DIVISION ST N	SAND PEBBLE CRESCENT	85
SANDYBROOK WAY	MILLBROOK DR	SANDYBROOK WAY	86
SANDYBROOK WAY	BROOKSIDE CT	ROCKPORT LN	77
SANDYBROOK WAY	TIMBERLAKE DR	WOODYCREST AVE	86
SANTOS DR	MAIN ST E	WALKER DR	80
SARA ST	VERIENA BLVD	DEAD END	73
Scratch Lane	PETER ST	HERITAGE RD	67
Scratch Lane	MALO ST	PETER ST	68
Scratch Lane	DEAD END	MALO ST	56
SERENA ST	BERNATH ST	END	92
SERVICE RD	REGENT ST	CONCESSION RD 2 E	63
SETTERINGTON DR	SPINKS DR	DEAD END	65
SHERMAN RD	DEAD END	QUEEN ST	78
SIMMERS AVE	SUNSET AVE	SUNCREST AVE	50
SIMMERS AVE	SUNNYBROOK CRESCENT	SUNSET AVE	53
SIMMERS AVE	SEACLIF DR	SUNNYBROOK CRESCENT	60
SOUTH TALBOT RD	COUNTY RD 29	COUNTY RD 29	71
SOUTH TALBOT RD	S TALBOT RD	ROAD 5 E	65
SOUTH TALBOT RD	HIGHWAY 3	S TALBOT RD	71
SOUTH TALBOT RD	ROAD 5 E	UPCOTT SIDE RD	59
SOUTH TALBOT RD	UPCOTT SIDE RD	ROAD 4 E	68
SPINKS DR	DEAD END	SETTERINGTON DR	35
SPINKS DR	SETTERINGTON DR	ROAD 3 E	35
SPRUCE AVE	LEWIS AVE	HERITAGE RD	36
SPRUCE ST N	BEECH ST	MAIN ST E	86
SPRUCE ST N	AUGUSTINE DR	BEECH ST	86
SPRUCE ST N	PULFORD ST	MILL CREEK CRESCENT	93
SPRUCE ST N	PULFORD ST	AUGUSTINE DR	91
SPRUCE ST S	MAIN ST E	PEARL ST E	58
SPRUCE ST S	PEARL ST E	MILL ST E	42
ST. LUKE CR	ROWLEY PARK DR	DEAD END	42
STADDON AVE	DEAD END	CHELSEA ST	42
STANLEY ST	QUEEN ST	DIVISION ST S	87
STANLEY ST	DEAD END	QUEEN ST	83

STATION CT	WALKER DR	DEAD END	80
STEWART ST	QUEEN ST	DIVISION ST S	70
STEWART ST	DEAD END	QUEEN ST	75
STOCKWELL CR	DEAD END	FOX ST	38
STONEHEDGE DR	ALLEN CT	LONG CT	92
STONEHEDGE DR	COGHILL DR	ALLEN CT	93
STONEHEDGE DR	WOODLAWN CRESCENT	COGHILL DR	88
STONEHEDGE DR	LONG CT	HAROLD CULL DR	91
SUMAC DR	THORNCREST ST	DEAD END	58
SUMAC DR	HORWATH AVE	THORNCREST AT	41
SUMAC DR	MCCALLUM ST	HORWATH AVE	65
SUMAC DR	MILLBROOK DR	MCCALLUM ST	75
SUMMERSET AVE	WOODLAWN CRESCENT	PARKDALE CRESCENT	73
SUMMERSET AVE	PARKDALE CRESCENT	COMMISSIONER DR	86
SUMMERSET AVE	COMMISSIONER DR	HAROLD CULL DR	81
SUNCREST RD	SUNNYBROOK CRESCENT	DEAD END	44
SUNCREST RD	SIMMERS AVE	SUNNYBROOK CRESCENT	71
SUNCREST RD	SUNSET AVE	SIMMERS AVE	52
SUNCREST RD	DEAD END	SUNSET AVE	45
SUNNYBROOK CR	SIMMERS AVE	SUNCREST RD	62
SUNSET AVE	SIMMERS AVE	SUNCREST RD	41
SYCAMORE AVE	LEWIS AVE	CEDAR DR	38
SYCAMORE AVE	CEDAR DR	HERITAGE RD	75
TALBOT SERVICE RD	UPCOTT SIDE RD	TALBOT RD	55
THORNCREST ST	DIVISION ST N	SUMAC DR	67
TIMBERLAKE DR	SANDYBROOK WAY	MILLBROOK DR	82
TORQUAY DR	CLIFFSIDE LN	LAKE ERIE DR	65
TRAIN CT	GLADSTONE AVE	TRAIN CT	71
TRAIN CT	TRAIN CT	DEAD END	74
UNION AVE	SEACLIFF DR	UNION PARK ST	38
UNION PARK ST	UNION AVE	DEAD END	36
UPCOTT SDRD	HIGHWAY 3	TALBOT RD	66
UPCOTT SDRD	684m NE of S TALBOT RD	ROUTE 3	95
VALLOCHIE CT	DEAD END	DIMENNA DR	83
VERIENA BLVD	BELLE RIVER RD W	DIANNE D ST	66
VERIENA BLVD	DIANNE D ST	JOANEY LN	67
VICTORIA AVE	MILL ST E	GRACE ST	76
VICTORIA AVE	GRACE ST	WELLINGTON ST	78
VICTORIA AVE	WELLINGTON ST	GLADSTONE AVE	74
VICTORIA AVE	DEAD END	GLADSTONE AVE	64
VICTORIA ST	FOX ST	COUNTY RD 34	45
VICTORIA ST	COUNTY RD 34	DEAD END	40
VIOLA CR	DEAD END	LANSDOWNE AVE	72
WALKER DR	SANTOS DR	DEAD END	80
WALKER DR	SANTOS DR	RAILWAY CT	81
WALKER DR	RAILWAY CT	STATION CT	78
WALKER DR	STATION CT	GLADSTONE AVE	75

WALNUT ST	PRINCE ALBERT ST N	WATER ST	86
WALNUT ST	WALNUT ST	KING ST	86
WATER ST	DEAD END	DIVISION ST N	84
WATERMILL ST	PULFORD ST	BEECH ST	88
WATERVIEW RD	PEARSE RD	DEAD END	70
WATERVIEW RD	HERITAGE RD	PEARSE RD	70
WELLINGTON ST	LANSDOWNE AVE	VICTORIA AVE	85
WELLINGTON UNION AVE	WELLINGTON UNION AVE	PIGEON BAY LN	56
WELLINGTON UNION AVE	SEACLIFF DR	WELLINGTON UNION AVE	56
WESTLAWN AVE	CAMERON DR	DEAD END	74
WESTLAWN AVE	PALMER DR	CAMERON DR	75
WHITEWOOD AVE	BELLE RIVER RD E	REDWOOD RD	68
WHITEWOOD AVE	REDWOOD RD	DEAD END	71
WHITEWOOD RD	SEACLIFF DR	COTTONWOOD AVE	62
WHITEWOOD RD	WHITEWOOD RD	COTTONWOOD AVE	66
WIGLE AVE	ERIEVIEW DR	LAKEVIEW AVE	75
WIGLE AVE	GLASS AVE	ERIEVIEW DR	81
WIGLE AVE	MAIN ST E	MURRAY ST	74
WIGLE AVE	KATIE CRESCENT	GLASS AVE	80
WIGLE AVE	ANGEL CT	KATIE CRESCENT	72
WIGLE AVE	MURRAY ST	ANGEL CT	75
WIGLE GROVE RD	WIGLE GROVE RD	DEAD END	65
WIGLE GROVE RD	MAIN ST E	WIGLE GROVE RD	67
WIGLE GROVE RD	DEAD END	WIGLE GROVE RD	58
WILLIAM AVE	WILLIAM AVE	MURRAY ST	58
WILLIAM AVE	MAPLE ST E	WILLIAM AVE	68
WILLIAM ST	LYLE ST	FRANCIS ST	61
WILLIAM ST	BELLE RIVER RD W	CLARK ST	72
WILLIAM ST	FRANCIS ST	DEAD END	68
WILLIAM ST	CLARK ST	LYLE ST	55
WILLOW DR	WOODFERN AVE	QUEEN BLVD	65
WINSTON CR	WILLIAM AVE	MURRAY ST	67
WISTERIA LANE	WOODYCREST AVE	ROBIN CT	77
WOOD-FERN AVE	WILLOW DR	QUEEN BLVD	51
WOOD-FERN AVE	WILLOW DR	PEACH DR	44
WOODLAND ST	HAZEL CRESCENT	HAZEL CRESCENT	92
WOODLAWN CR	WOODLAWN CRESCENT	COMMISSIONER DR	86
WOODLAWN CR	HERITAGE RD	OWENWOOD DR	67
WOODLAWN CR	COMMISSIONER DR	HAROLD CULL DR	81
WOODLAWN CR	OWENWOOD DR	WOODLAWN CRESCENT	79
WOODLAWN CR	STONEHEDGE DR	SUMMERSET AVE	80
WOODYCREST AVE	PEACANWOOD DR	PEACHWOOD DR	72
WOODYCREST AVE	PEACHWOOD DR	PURPLE PLUM DR	76
WOODYCREST AVE	PURPLE PLUM DR	APPLEWOOD RD	76
WOODYCREST AVE	APPLEWOOD RD	DEAD END	74
WOODYCREST AVE	PECANWOOD DR	JASPERSON DR	88
WRIDE AVE	KING ST	DEAD END	71

WRIDE AVE	KING ST	HERITAGE RD	38
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Appendix C - Sorted by Priority for Repair

Repair Priority	Street Name	From Street Name	To Street Name	PCI	Type of Repair
1	SPRUCE ST S	PEARL ST E	MILL ST E	42	Rehabilitation
2	MAIN ST W	HERITAGE RD	CEMENTERY RD	58	Rehabilitation
3	MAIN ST W	CEMETERY RD	PRINCE ALBERT ST S	59	Rehabilitation
4	NORTH TALBOT RD	BELLE RIVER RD	NEWMAN RD	60	Rehabilitation
5	MAIN ST W	PRINCE ALBERT ST S	QUEEN ST	62	Rehabilitation
6	MAIN ST E	JASPERSON LN	CHRYSLER GREENWAY TRAIL	72	Preventive Maintenance
7	LANSLOWNE AVE	MAPLE ST	MYRTLE ST	54	Rehabilitation
8	ROAD 2 E	KRATZ RD	GRAHAM SIDE RD	66	Rehabilitation
9	LAKEVIEW AVE	INDUSTRY RD	13M NORTH OF PARK ST	55	Rehabilitation
10	MAIN ST E	CHERRY LN N	SANTOS DR	74	Preventive Maintenance
11	ROAD 3 E	UNION AVE	SPINKS DR	57	Rehabilitation
12	JASPERSON DR	APPLEWOOD RD	MAIN ST E	57	Rehabilitation
13	NORTH TALBOT RD	COUNTY 14 RD	BELLE RIVER RD	68	Rehabilitation
14	SPRUCE ST S	MAIN ST E	PEARL ST E	58	Rehabilitation
15	ROAD 3 E	SPINKS DR	ALBUNA TOWNLINE	58	Rehabilitation
16	NORTH TALBOT RD	CONCESSION RD 10	COUNTY 14 RD	69	Rehabilitation
17	MAIN ST E	REMARK DR	JASPERSON LN	76	Preventive Maintenance
18	FAIRVIEW AVE	GOSFIELD TOWNLINE	DOWSWELL ST	70	Preventive Maintenance
19	JASPERSON DR	JASPERSON DR	PEACHWOOD DR	60	Rehabilitation
20	DIVISION ST N	HORWATH AVE	IVY LN	70	Preventive Maintenance
21	NORTH TALBOT RD	CAMERON SIDE RD E	CAMERON SIDE RD	70	Preventive Maintenance
22	MAIN ST E	WILLIAM AVE	WIGLE AVE	76	Preventive Maintenance
23	LANSLOWNE AVE	MYRTLE ST	PROSPECT ST	61	Rehabilitation
24	DIVISION ST N	THORNCREST ST	HILLVIEW CRESCENT	71	Preventive Maintenance
25	DIVISION ST N	IVY LN	THORNCREST ST	71	Preventive Maintenance
26	LANSLOWNE AVE	GRACE ST	VIOLA ST	62	Rehabilitation
27	LANSLOWNE AVE	WELLINGTON ST	GLADSTONE AVE	62	Rehabilitation
28	ROAD 2 E	GRAHAM SIDE RD	PETERSON LN	62	Rehabilitation
29	MAIN ST E	SPRUCE ST N	CHERRY LN N	78	Preventive Maintenance
30	DIVISION ST N	PULFORD ST	WATER ST	73	Preventive Maintenance
31	DIVISION ST N	PALMER DR	MCCALLUM AVE	73	Preventive Maintenance
32	DIVISION ST N	KING ST	MAIN ST	73	Preventive Maintenance
33	LANSLOWNE AVE	GLADSTONE AVE	MAPLE ST	65	Rehabilitation
34	JASPERSON DR	PEACHWOOD DR	APPLEWOOD RD	66	Rehabilitation
35	NORTH TALBOT RD	CAMERON SIDE RD	CONCESSION RD 10	75	Preventive Maintenance
36	DIVISION ST N	MCCALLUM AVE	HORWATH AVE	75	Preventive Maintenance
37	ROAD 2 E	QUEEN BLVD	UNION AVE	67	Rehabilitation
38	ROAD 2 E	PETERSON LN	QUEEN BLVD	67	Rehabilitation
39	LANSLOWNE AVE	ERIE ST	PARK ST	67	Rehabilitation
40	MAIN ST W	CHESTNUT ST	DIVISION ST N	76	Preventive Maintenance
41	MAIN ST E	SANTOS DR	WILLIAM AVE	82	Preventive Maintenance
42	LAKEVIEW AVE	INDUSTRY RD	WIGLE AVE	70	Preventive Maintenance
43	FAIRVIEW AVE	DOWSWELL ST	PINE ST	78	Preventive Maintenance
44	ROAD 3 E	DIVISION RD	GRAHAM SIDE RD	78	Preventive Maintenance
45	DIVISION ST N	WATER ST	BEECH ST	78	Preventive Maintenance
46	QUEEN ST	QUEEN ST	HAROLD CULL DR	72	Preventive Maintenance
47	WIGLE AVE	ANGEL CT	KATIE CRESCENT	72	Preventive Maintenance
48	ROAD 3 W	MCCAIN SIDE RD	DIVISION RD	79	Preventive Maintenance
49	LANSLOWNE AVE	PROSPECT ST	PROSPECT ST	73	Preventive Maintenance
50	CHERRY AVE	LEWIS AVE	HERITAGE RD	20	Reclamation
51	OAK AVE	LEWIS AVE	MCCAIN SIDE RD	20	Reclamation
52	FAIRVIEW AVE	PINE ST	MAIDSTONE AVE	80	Preventive Maintenance
53	DIVISION ST N	HILLVIEW CRESCENT	PULFORD ST	80	Preventive Maintenance
54	CULL DR	WOODLAWN CRESCENT	QUEEN ST	74	Preventive Maintenance
55	LANSLOWNE AVE	MILL ST E	GRACE ST	74	Preventive Maintenance
56	WIGLE AVE	MAIN ST E	MURRAY ST	74	Preventive Maintenance
57	DIVISION ST N	DIVISION RD N	PALMER DR	81	Preventive Maintenance
58	MAIN ST W	QUEEN ST	CHESTNUT ST	81	Preventive Maintenance
59	LANSLOWNE AVE	PROSPECT ST	ERIE ST	75	Preventive Maintenance
60	MAIN ST E	DIVISION ST S	SPRUCE ST N	85	Defer Maintenance

61	WIGLE AVE	MURRAY ST	ANGEL CT	75	Preventive Maintenance
62	Road 9 W	ARNER TOWNLINE	HIGHWAY 3	25	Reclamation
63	WIGLE AVE	ERIEVIEW DR	LAKEVIEW AVE	75	Preventive Maintenance
64	Peterson Road	ROAD 3 E	ROAD 2 E	27	Reclamation
65	ARNER TLINE	ADAMS LN	DEAD END	28	Reclamation
66	HERRINGTON ST	HARRINGTON ST	DIVISION ST S	76	Preventive Maintenance
67	NORTH TALBOT RD	COUNTY RD 8	CONCESSION RD 11	76	Preventive Maintenance
68	NORTH TALBOT RD	CONCESSION RD 1	CAMERSON SIDE RD	76	Preventive Maintenance
69	MAPLE AVE	LEWIS AVE	MCCAIN SIDE RD	29	Reclamation
70	ROAD 3 E	GRAHAM SIDE RD	PETERSON LN	77	Preventive Maintenance
71	HERRINGTON ST	QUEEN ST	HARRINGTON ST	77	Preventive Maintenance
72	CEDAR ISLAND DR	CEDAR ISLAND RD	2ND BLVD	31	Reclamation
73	BEECH ST	WATERMILL ST	SPRUCE ST N	77	Preventive Maintenance
74	DIVISION ST N	CONCESSION RD 2 E	SANDYBROOK WAY	83	Preventive Maintenance
75	ARNER TLINE	CHELSEA CR	ADAMS LN	33	Reclamation
76	Cameron Side Road E	COUNTY RD 8	CONCESSION RD 11	33	Reclamation
77	CULL DR	BAYVIEW CRESCENT	WOODLAWN CRESCENT	78	Preventive Maintenance
78	HARBOURVIEW DR	DEAD END	QUEEN ST	35	Reclamation
79	SPINKS DR	DEAD END	SETTERINGTON DR	35	Reclamation
80	MALDEN RD	GOSFIELD TOWNLINE	SOUTH TALBOT RD	35	Reclamation
81	SPINKS DR	SETTERINGTON DR	ROAD 3 E	35	Reclamation
82	ARNER TLINE	COUNTRY RD 50	KENSHORE LN	35	Reclamation
83	SPRUCE AVE	LEWIS AVE	HERITAGE RD	36	Reclamation
84	BIRCH AVE	LEWIS AVE	HERITAGE RD	36	Reclamation
85	UNION PARK ST	UNION AVE	DEAD END	36	Reclamation
86	CLARK ST	CLARK ST	FRANCIS ST	37	Reclamation
87	MALDEN RD	TALBOT RD	MALDEN RD	38	Reclamation
88	LAKE ERIE DR	TORQUAY DR	DEAD END	38	Reclamation
89	STOCKWELL CR	DEAD END	FOX ST	38	Reclamation
90	WRIDE AVE	KING ST	HERITAGE RD	38	Reclamation
91	UNION AVE	SEACLIFF DR	UNION PARK ST	38	Reclamation
92	SYCAMORE AVE	LEWIS AVE	CEDAR DR	38	Reclamation
93	HEMLOCK AVE	LEWIS AVE	HERITAGE RD	38	Reclamation
94	CEDAR DR	LEWIS AVE	SYCAMORE AVE	39	Reclamation
95	ARNER TLINE	KENSHORE LN	CHELSEA CR	39	Reclamation
96	CEDAR ISLAND DR	DEAD END	CEDAR ISLAND RD	39	Reclamation
97	ROWLEY PARK DR	BAYFIELD CRESCENT	AURELIA CRESCENT	40	Rehabilitation
98	PEARSE RD	WATERVIEW RD	HERRITAGE RD	40	Rehabilitation
99	VICTORIA ST	COUNTY RD 34	DEAD END	40	Rehabilitation
100	CEDAR ISLAND LANE	5TH BLVD	6TH BLVD	40	Rehabilitation
101	PIGEON BAY LANE	PIGEON BAY LN	DEAD END	40	Rehabilitation
102	ROWLEY PARK DR	KENYON POINT RD	BAYFIELD CRESCENT	40	Rehabilitation
103	BAYVIEW AVE	HERITAGE RD	DEAD END	40	Rehabilitation
104	BRIARWOOD CR	SEACLIFF DR	LINCOLN RD	40	Rehabilitation
105	GREENWOOD RD	SEACLIFF DR	COTTONWOOD AVE	40	Rehabilitation
106	WIGLE AVE	KATIE CRESCENT	GLASS AVE	80	Preventive Maintenance
107	ROAD 2 E	DIVISION ST N	JASPERSON DR	85	Defer Maintenance
108	SUNSET AVE	SIMMERS AVE	SUNCREST RD	41	Rehabilitation
109	Road 6 W	MCCAIN SIDE RD	DIVISION RD	41	Rehabilitation
110	SUMAC DR	HORWATH AVE	THORNCREST AT	41	Rehabilitation
111	CENTENNIAL CR	DEAD END	TOWNLINE ALBUNA	41	Rehabilitation
112	FOX ST	STOCKWELL ST	ELWOOD CT	41	Rehabilitation
113	North Talbot Road	N TALBOT RD	GRAHAM SIDE RD	42	Rehabilitation
114	CEDAR ISLAND LANE	4TH BLVD	5TH BLVD	42	Rehabilitation
115	COTTONWOOD AVE	REDWOOD RD	GREENWOOD AVE	42	Rehabilitation
116	ST. LUKE CR	ROWLEY PARK DR	DEAD END	42	Rehabilitation
117	STADDON AVE	DEAD END	CHELSEA ST	42	Rehabilitation
118	WIGLE AVE	GLASS AVE	ERIEVIEW DR	81	Preventive Maintenance
119	FOX ST	STOCKWELL ST	DEAD END	43	Rehabilitation
120	ORCHARD BLVD	ORCHARD BLVD	ORCHARD BLVD	43	Rehabilitation
121	CEDAR ISLAND LANE	2ND BLVD	3RD BLVD	43	Rehabilitation

122	CLARK ST	WILLIAM ST	CLARK ST	43	Rehabilitation
123	FRANCIS DR	LYNDON WAY	PATRICIA BLVD	43	Rehabilitation
124	MALOTT AVE	HERITAGE RD	DEAD END	43	Rehabilitation
125	KING BLVD	WRIDE AVE	ERIE AVE	44	Rehabilitation
126	WOOD-FERN AVE	WILLOW DR	PEACH DR	44	Rehabilitation
127	LEWIS AVE	MAPLE AVE	BIRCH AVE	44	Rehabilitation
128	SUNCREST RD	SUNNYBROOK CRESCENT	DEAD END	44	Rehabilitation
129	RAVINE LINE RD	SEACLIFF DR	DEAD END	45	Rehabilitation
130	Road 6 W	102m E of MCCAIN SDRD	MCCAIN SDRD	45	Rehabilitation
131	SUNCREST RD	DEAD END	SUNSET AVE	45	Rehabilitation
132	REDWOOD RD	SEACLIFF DR	COTTONWOOD AVE	45	Rehabilitation
133	JASPERSON LANE	CONCESSION RD 2 E	JASPERSON LANE	45	Rehabilitation
134	VICTORIA ST	FOX ST	COUNTY RD 34	45	Rehabilitation
135	MAYFAIR ST	FAIRLEA CRESCENT	CONCESSION RD 2 E	45	Rehabilitation
136	OXFORD AVE	BAINBRIDGE AVE	OXFORD AVE	45	Rehabilitation
137	CLARK ST	FRANCIS ST	TALBOT RD	46	Rehabilitation
138	CULL DR	HERITAGE RD	MALOTT LN	82	Preventive Maintenance
139	BRIARWOOD CR	LINCOLN RD	GRAHAM SIDE RD	46	Rehabilitation
140	ROAD 5 E	GRAHAM SIDE RD	OLINDA SIDE RD	47	Rehabilitation
141	LINCOLN RD	SEACLIFF DR	BRIANWOOD CRESCENT	48	Rehabilitation
142	North Talbot Road	INMAN SIDE RD	CONCESSION 6 RD	48	Rehabilitation
143	ERIE AVE	KING ST	HERITAGE RD	48	Rehabilitation
144	GRAHAM SDRD	CONCESSION 6 RD	CONCESSION 5 RD	48	Rehabilitation
145	PARK AVE	KING ST	DEAD END	48	Rehabilitation
146	ROAD 5 W	DIVISION RD	S TALBOT RD	50	Rehabilitation
147	SIMMERS AVE	SUNSET AVE	SUNCREST AVE	50	Rehabilitation
148	GRAHAM SDRD	COUNTY RD 8	TALBOT TRAIL	50	Rehabilitation
149	SABO ST	DEAD END	ROAD 2 W	50	Rehabilitation
150	DOCK RD	PARK ST	DEAD END	50	Rehabilitation
151	KENYON POINT RD	ORIOLE DR	KENYON POINT RD	50	Rehabilitation
152	ERIE AVE	DEAD END	KING ST	50	Rehabilitation
153	LEE RD	QUEEN ST	TALBOT RD	50	Rehabilitation
154	KING BLVD	ERIE AVE	PARK AVE	50	Rehabilitation
155	GRAHAM SDRD	CAMPBELL LN	BRIARWOOD CRESCENT	50	Rehabilitation
156	FOX ST	ELWOOD CT	VICTORIA ST	50	Rehabilitation
157	BAYFIELD CR	KENYON POINT RD	ORIOLE DR	50	Rehabilitation
158	DIANE D ST	VERIENA BLVD	DEAD END	51	Rehabilitation
159	WOOD-FERN AVE	WILLOW DR	QUEEN BLVD	51	Rehabilitation
160	REGENT ST	FAIRLEA CRESCENT	MAYFAIR ST	52	Rehabilitation
161	HERRINGTON ST	QUEEN ST	HARRINGTON ST	84	Preventive Maintenance
162	Peter St	DEAD END	SCRATCH LN	52	Rehabilitation
163	ROAD 2 E	JASPERSON DR	KRATZ RD	88	Defer Maintenance
164	QUEEN ST	HERRINGTON ST	QUEEN ST	84	Preventive Maintenance
165	SUNCREST RD	SUNSET AVE	SIMMERS AVE	52	Rehabilitation
166	SIMMERS AVE	SUNNYBROOK CRESCENT	SUNSET AVE	53	Rehabilitation
167	ALLEY	KING ST	VICTORIA ST	53	Rehabilitation
168	CHERRYWOOD DR	APPLEWOOD RD	APPLEWOOD RD	53	Rehabilitation
169	BAINBRIDGE AVE	NOTTINGHAM AVE	OXFORD AVE	53	Rehabilitation
170	COTTONWOOD AVE	DEAD END	REDWOOD RD	54	Rehabilitation
171	CAMPBELL LANE	GRAHAM SIDE RD	DEAD END	54	Rehabilitation
172	COTTONWOOD AVE	GREENWOOD AVE	WHITEWOOD RD	55	Rehabilitation
173	OXFORD AVE	NOTTINGHAM AVE	OXFORD AVE	55	Rehabilitation
174	TALBOT SERVICE RD	UPCOTT SIDE RD	TALBOT RD	55	Rehabilitation
175	Malo Street	DEAD END	SCRATCH LN	55	Rehabilitation
176	LAKEVIEW AVE	13M NORTH OF PARK ST	PARK ST	85	Defer Maintenance
177	CULL DR	ORIOLE CT	SUMMERSET AVE	85	Defer Maintenance
178	WILLIAM ST	CLARK ST	LYLE ST	55	Rehabilitation
179	CEDAR ISLAND DR	3RD BLVD	4TH BLVD	55	Rehabilitation
180	HICKORY LANE	KENYON POINT RD	DEAD END	55	Rehabilitation
181	WELLINGTON UNION AVE	WELLINGTON UNION AVE	PIGEON BAY LN	56	Rehabilitation
182	BAINBRIDGE AVE	OXFORD AVE	BAINBRIDGE AVE	56	Rehabilitation



LAS Roads Assessment Service

Roads Asset Management Plan



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1. Copyright Statement

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2. Executive Summary

StreetScan was contracted by the Town of Kingsville to assess the conditions of 230.0 centerline kilometers of Town-maintained roads. This final report is a comprehensive account of the project scope and schedule, StreetScan's methodology, and StreetScan's findings in the Town.

StreetScan utilized specialized ScanVan vehicles to assess the condition of roadways in Kingsville. Each ScanVan is outfitted with an array of sensors that includes 2D and 3D cameras. Data collected from the sensors is processed to identify specific road distresses and an overall condition rating for each road segment known as the Pavement Condition Index (PCI). PCI is an ASTM (American Society for Testing and Materials) standard that ranges from 0 to 100, where 0 is the worst possible road condition and 100 is the best. StreetScan developed a Town-wide inventory of road condition and provided the location of potholes and metal features detected in the roadway from the distress data collected.

Maintenance and Repair Suggestions and estimated costs for repair were provided to the Town. These items were based on custom input of road repair preferences and estimated costs unique to the Town. The road condition report and these custom inputs are used to generate Pavement Management plans that the Town can use to make data-driven road repair decisions.

StreetScan delivered the road condition and maintenance and repair suggestion information to the Town via a secure GIS web portal, PaveMON. Kingsville can use PaveMON to visualize and export the information, as well as to adjust parameters and modify or generate new repair work plans. PaveMON also allows visualization of PCI values, imagery for each road and detected features (e.g. potholes, metal), statistics, and more. Staff can access PaveMON quickly from anywhere with any computer, provided there is an internet connection. No downloads or installation needed.

Additionally, the rear images were also made available in PaveMON. Portal training was conducted, and continued training and support is available to the Town.

The following report will review the condition rating system, field assessment, and processing methodology utilized in the Town's Pavement Condition Assessment survey. Kingsville's roads were rated in 'fair' condition at an average PCI of 68.8, with 86.6% of roads above a critical PCI of 55. Only 4.7% of roads were rated as 'very poor' or 'failed'. The estimated cost to repair the entire road network at once to an average PCI of 85 or greater is **\$25,349,144**. An overview of current conditions, maintenance and repair suggestions, and projections is provided.

The StreetScan solution emphasizes the ability of the end-user to perform in-depth analysis with multiple filters and adjustable variables. A Town can pursue an analysis at any time on multiple devices with multiple users utilizing the StreetScan web-based software. Some examples and a discussion of this are provided at the end of the report.

3. Condition Rating

StreetScan collected road distress data that was used to calculate a Pavement Condition Index (PCI) for each road segment in the Town. PCI, a road condition standard set by ASTM (American Society of Testing and Materials), is a value that ranges from 0 to 100, where 0 is the worst possible condition and 100 is the best. Towns use PCI to aid in determining the repairs needed for their roads. Typically, a decision tree is established that uses PCI and possibly additional factors. For a given road, the PCI and other factors are plugged into the decision tree and the output is a suggested repair action. Table 1 gives a summary of the Pavement Condition Rating with types of distresses, approximate percentage of segment covered by distresses, and suggested repair/maintenance method that correlates with the PCI range.

Table 1. Pavement Condition Index Summary

PCI Label	PCI range	Description of distresses	Approx. % of segment covered by distresses	Suggested maintenance
Excellent	85-100	No major distresses. Possibly some crack seal in place.	0-5%	No maintenance required.
Good	70-85	Recent crack seal starting to fail, longitudinal + transverse cracks, some recent and clean patches.	5-10%	Preventive maintenance, including patches, crack seal, chip seal, slurry seal, or micro surface.
Fair	55-70	Moderate to severe block cracking, alligator cracking, potholes, and aging patches.	10-25%	Mill and overlay at depths ranging 1-2".
Poor	40-55	Increased quantity of alligator cracking, block cracking, potholes, and patches.	25-50%	Mill and overlay at depths ranging 2-4".
Very Poor	20-40	Severe alligator cracking. Failed patches, large quantity of deep and/or wide potholes.	50-75%	Reconstruction of street is required.
Failed	0-20	Ride quality is severely affected by deep and dense potholes, failed patches, and alligator cracking.	75-100%	Reconstruction of street required, replacement of base.

4. Field Assessment Methodology

StreetScan utilized our custom ScanVan system, which allows for rapid data collection without the need to close roads, so data collection can proceed at the given speed limit. The ScanVan utilizes 3D imaging sensors combined with optical cameras. Surface distresses are identified using data from the 3D imaging sensors. A combination of features extracted from the 3D imaging sensors are used to identify distresses in the roadway which impact the PCI rating, generating a data-driven PCI conditions inventory for assessed road segments.

5. Summary of Field Assessment

StreetScan performed field assessments for the Town of Kingsville between September 16 – September 18. Three total field days culminating in 24 total driving hours were needed to assess the 230.0 centerline kilometers maintained by the Town.

6. StreetScan ScanVan Solution

StreetScan's ScanVan system was used to identify distresses in the roadway which impact the PCI rating. Distresses are extracted from the 3D imaging sensors. These distresses include cracking features, surface texture features, pothole features and bump and depression features.



Figure 1. ScanVan

6.1. 3D Imaging Sensors

StreetScan uses 3D imaging sensors to create a 3D measurement of the road surface. The sensors cover an area of 3m wide x 1m in length with each measurement, with data collection triggered at 1m intervals. The 3D surface data created by the sensors includes various extracted distress types:

- Cracking Features
- Bumps & Depressions Features
- Potholes Feature
- Surface Texture Features

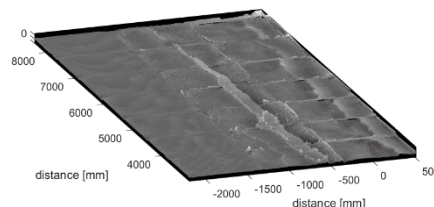


Figure 2. Sample 3D road surface measurement

6.2. Camera (Optical)

Two high-resolution camera systems are installed on the StreetScan ScanVan: a surface (pavement) facing camera and front facing camera. The imagery from these cameras are used in the QC (Quality Control) process to verify the predicted PCI values. In addition, other asset information can be extracted from the

images from these camera systems and provided to the customer; such as pavement markings, manhole locations and road sign inventory.



Front Camera View



Surface Camera View

Figure 3. Sample front and rear camera images

7. Data Processing Methodology

The collected data is uploaded to the StreetScan server at the conclusion of data collection. Using advanced processing algorithms, measurements for the following features are extracted:

- Cracking Features
- Bumps & Depressions Features
- Potholes Feature
- Surface Texture Features

For each feature a severity and density are calculated. The features are then combined into the StreetScan PCI algorithm and a pavement condition estimate measurement is calculated for each road segment in the network. After a PCI estimate is calculated, each estimate is verified using video which is created from the optical camera systems. A QC technician can then adjust the PCI estimate if there is an apparent discrepancy between the estimated PCI and what the imagery shows. Typical reasons that the PCI estimate is adjusted is due to insufficient data (road segment too small, usually less than 10m) or if there is excessive foreign debris on the road surface, such as leaves.

8. StreetScan Pavement Management Technology

After collecting condition data and applying algorithms to compute the PCI, StreetScan inputs this information into a unique combination of decision trees and mathematical models to develop a Pavement Management Technology (PMT) system for the Town. The output from these models informs users what repairs are optimal and how to prioritize them in the most cost-effective manner. Kingsville provided preferred repair methods and unique costs. Details of the StreetScan Pavement Management methodology are provided over two subsections. Repairs focus on the StreetScan methodology for determining the optimal repair. Prioritization discusses how StreetScan prioritize repairs within budgetary constraints to optimize repair suggestions.

8.1. Repairs

StreetScan assigns each street segment into one of four categories based on PCI value. These include reconstruction, rehabilitation, preventive, and defer maintenance. These categories, including a description of distresses present along with example repair methods are summarized below in Table 2.

Table 2. Repair Categories

PCI Range	Category	Description	Examples
< 40	Reconstruction	Pavement has endured significant structural damage and a full reconstruction is required to restore the condition.	Reclamation, full depth reconstruction, major mill and overlay
40-70	Rehabilitation	Pavement needs some form of resurfacing to mitigate the effects of rutting, cracking, and other distresses.	Hot-mix overlay, mill and overlay, hot-in-place recycling, hi-float chip seal
70-85	Preventive	Pavement is in the early stages of its life-cycle. This is when repairs are cheapest, fastest, and have the greatest long-term benefit.	crack seal, joint seal, microsurfacing, slurry sealing, chip seal
> 85	Defer Repair	Pavement is in good condition and does not require maintenance.	NA

8.2. Prioritization

StreetScan Pavement Management system was designed to be highly customizable to the user preference, which is reflected in road repair priority. For Kingsville, repair suggestions were based on a priority matrix which included StreetScan's Pavement Management data and Town data such as functional road classification. The overall condition of each road segment is used to develop a benefit (condition change and life extension) to cost ratio for a suggested repair. Combined with expected available budget a priority ranking is developed. This is provided to the Town in the web portal and is used to develop Pavement Management scenarios in the Budget Projection module.

9. Condition Findings and Report Summary

StreetScan finalized and delivered the results of the pavement condition survey in the Town of Kingsville via the custom web portal provided to the Town. A brief summary of findings can be seen below. This includes a Summary of Conditions, and an overview of the Pavement Management plan. Additionally, a set of projections based on suggested repairs, expected budgets, and projected deterioration, is provided. A full set of road segment conditions and maintenance/repair suggestions (including costs) is provided in the Road Conditions Assessment report.

9.1. Summary of Conditions – Key Findings

StreetScan determined that the road network in Kingsville has an average PCI of 68.6. Of these roads, 86.6% of the roads were above a critical PCI of 55. This means that the majority of Town-owned roads are not in need of total replacement. 51.6% of Town-owned roads (118.7 centerline KM) were found to be in a “good” or better condition (PCI > 70). StreetScan found that 35.0% of Town owned roads (80.4

centerline KM) were in a “fair” (PCI 70 – 56) condition, 8.7% of roads (20.1 centreline KM) were in “poor” (PCI 55 – 41) condition, with 4.7% of roads (10.8 centerline KM) were found to be in a “very poor” or “failed” condition (PCI < 41).

Table 3. Key findings of StreetScan PMT– PCI distribution

PCI Label	PCI Range	Centerline KM	%
Failed	0-25	0.4	0.2
Very Poor	26-40	10.4	4.5
Poor	41-55	20.1	8.7
Fair	56-70	80.4	35.0
Good	71-85	88.3	38.4
Excellent	86-100	30.4	13.2
Totals		230.0	100

10. Pavement Management Plan Implementation

For the Town to repair the entire road network to full health in one calendar year up to 85 PCI would require **\$25,349,144**. Due to limited resources, towns and cities are unable to repair all roads at once. To prioritize road repair decisions, StreetScan provides a priority ranking for each road assessed. To determine road repair priority, StreetScan relied on custom inputs from Kingsville for repair methods, cost, and functional classification. Preferred road repair type and cost is summarized in Table 4.

Table 4. Preferred Repair Methods + Costs

Repair Method	Description	Life Extension	Unit Cost
Preventive Maintenance	Includes crack seal. Crack seal products are used to fill individual pavement cracks to prevent entry of water or other non-compressible substances such as sand, dirt, rocks or weeds. Crack filler material is typically some form of rubberized asphalt or sand slurry.	5-8 years (Crack Seal) [All Roads]	\$5 per sq. m (Crack Seal) [All Roads]
Rehabilitation	Includes mill & overlay and tar & chip projects. Mill and overlay is the removal of a small thickness (~ 2 inches) of existing asphalt concrete prior to placing a surface treatment.	12-15 years (Mill & Overlay) [Asphalt Roads]	\$45 per sq. m (Mill & Overlay) [Asphalt Roads]
	Tar and Chip is applied to dirt, or black top surfaces. The method applies a coating of hot liquid asphalt followed	5-8 years (Tar & Chip) [Surface Treated Roads]	\$7 per sq. m (Tar & Chip) [Surface Treated Roads]

	by a layer of 3/8" chip rock which is then rolled to compaction.		
Reclamation	Reclamation is an in-place recycling method for reconstruction of existing flexible pavements using the existing pavement section material as the base for the new roadway-wearing surface.	17-20 years (Full-Depth Reconstruction)	<p>\$150 per sq. m (Full-Depth Reconstruction) [Asphalt Roads]</p> <p>\$52 per sq. m (Full-Depth Reconstruction) [Surface Treated Roads]</p>

The first column in Table 4 provides the name of the repair method. The second column provides a description of the repair. The third column provides the number of years that the repair is expected to extend the life of a roadway if it is applied. Lastly, the fourth column gives the unit cost for the repair, which was provided by Kingsville staff based on historic unit costs.

StreetScan utilizes a decision tree to determine which repair from Table 4 to suggest for each road. The decision tree was tailored to the Town's needs based on communications between StreetScan and Town staff. StreetScan provides a cost estimate for each repair suggestion based on unit costs that were provided to StreetScan by the Town. Note that the unit costs used for recommendations are shown in Table 4.

10.1. Repair Prioritization and Work Plans

In addition to repair suggestions and cost estimates, StreetScan's PavEMON software prioritizes road repairs and allows the Town to develop work plans. To accomplish these items, a version of the prioritization equation shown in Eq. 1 is used.

$$PCI(W_{PCI}) + AADT(W_{AADT}) + A(W_A) + J(W_J) + BCR(W_{BCR}) = Priority \quad (1)$$

Where PCI is the PCI of the road. $AADT$ is the average annual daily traffic of the road. Since $AADT$ is not available for Kingsville, traffic volumes are assigned by roadway functional classification, as defined by the Ontario Roads Network. A is the age of the road. J is the jurisdiction of the road (e.g. province, city, private, etc.). BCR is the benefit-to-cost ratio of repairing the road, where benefit is the life extension from Table 4 and costs are calculated using the unit costs also provided in Table 4. All of the W variables are the weights (i.e. W_{PCI} , W_{AADT} , W_A , W_J , W_{BCR}). The weights can be adjusted to give certain factors more of an impact. For example, if a city believes that prioritizations should be based solely on PCI, then W_{PCI} could be set to 1 and all other weights could be set to 0. Note that this is not the recommended strategy. The output from Eq. 1 is a priority value for the road. The value can be compared against priority values for all other roads to determine an optimal repair work plan.

To determine repair work plans that span multiple years, StreetScan must forecast PCIs and develop deterioration curves. An example deterioration curve is shown below.

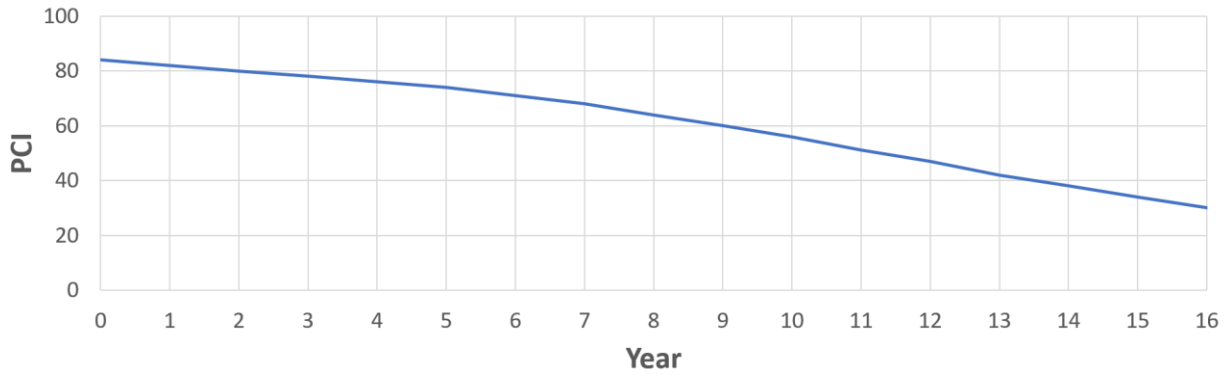


Figure 4. Example deterioration curve

StreetScan utilizes a deterioration model to forecast PCIs and generate deterioration curves. Among the factors considered by the deterioration model are: road age, freezing index (degree-days when air temperatures are below and above zero), cooling index (temperature relation to the relative humidity and discomfort), freeze-thaw cycles, precipitation, equivalent single axle load (conversion of traffic into single axle load), structural number, average annual depth of the floods and snow storms, and average duration of the floods and snow storms.

Note that for all repair suggestions that StreetScan provides, Town staff perform a field review of each recommended street segment, to identify the proper treatment for each specific roadway, based on curb reveal, existing pavement cross section and localized conditions. StreetScan's suggestions are not always suitable for every roadway. In some instances, a roadway may be beyond a maintenance treatment, warranting a mill and overlay or deferred action until a mill and overlay is necessary.

10.2. Suggested Maintenance and Repair – Years 1 to 5

StreetScan utilized the budget planning tool available in Kingsville's PaveMON portal to identify suggested maintenance and repair priorities. Using an annual roads operating budget of \$900,000 from the Town, Tables 5 – 9 were generated which indicate the road segments recommended for repair over the next five years.

Table 5. Recommended Repairs - Year 1

StreetName	FromStreetName	ToStreetName	SS_ID	PCI	Maintenance Suggestion	Estimated Cost	Cumulative Cost	Repair Priority	Repair Year
SPRUCE ST S	PEARL ST E	MILL ST E	389	42	Rehabilitation	\$28,147	\$28,147	24.86	1
MAIN ST W	HERITAGE RD	CEMENTERY RD	614	58	Rehabilitation	\$125,785	\$153,932	24.00	1
MAIN ST W	CEMENTERY RD	PRINCE ALBERT ST S	615	59	Rehabilitation	\$46,107	\$200,040	23.43	1
NORTH TALBOT RD	BELLE RIVER RD	NEWMAN RD	337	60	Rehabilitation	\$9,416	\$209,455	22.86	1
MAIN ST W	PRINCE ALBERT ST S	QUEEN ST	645	62	Rehabilitation	\$51,985	\$261,440	21.71	1
MAIN ST E	JASPERSON LN	CHRYSLER GREENWAY TRAIL	649	72	Preventive Maintenance	\$14,508	\$275,948	20.00	1
LANDSDOWNE AVE	MAPLE ST	MYRTLE ST	82	54	Rehabilitation	\$29,342	\$305,290	19.71	1
ROAD 2 E	KRATZ RD	GRAHAM SIDE RD	384	66	Rehabilitation	\$85,293	\$390,583	19.43	1
LAKEVIEW AVE	INDUSTRY RD	13M NORTH OF PARK ST	519	55	Rehabilitation	\$55,442	\$446,025	19.29	1
MAIN ST E	CHERRY LN N	SANTOS DR	641	74	Preventive Maintenance	\$4,719	\$450,744	18.57	1
ROAD 3 E	UNION AVE	SPINKS DR	86	57	Rehabilitation	\$56,041	\$506,784	18.43	1
JASPERSON DR	APPLEWOOD RD	MAIN ST E	475	57	Rehabilitation	\$59,254	\$566,038	18.43	1
NORTH TALBOT RD	COUNTY 14 RD	BELLE RIVER RD	336	68	Rehabilitation	\$10,968	\$577,006	18.29	1
SPRUCE ST S	MAIN ST E	PEARL ST E	101	58	Rehabilitation	\$28,449	\$605,455	18.00	1
ROAD 3 E	SPINKS DR	ALBUNA TOWNLINE	87	58	Rehabilitation	\$49,488	\$654,943	18.00	1
NORTH TALBOT RD	CONCESSION RD 10	COUNTY 14 RD	317	69	Rehabilitation	\$94,201	\$749,144	17.71	1
MAIN ST E	REMARK DR	JASPERSON LN	643	76	Preventive Maintenance	\$10,592	\$759,736	17.14	1
FAIRVIEW AVE	GOSFIELD TOWNLINE	DOWSWELL ST	613	70	Preventive Maintenance	\$7,194	\$766,930	17.14	1

Table 6. Recommended Repairs - Year 2

StreetName	FromStreetName	ToStreetName	SS_ID	PCI	Maintenance Suggestion	Estimated Cost	Cumulative Cost	Repair Priority	Repair Year
JASPERSON DR	JASPERSON DR	PEACHWOOD DR	566	60	Rehabilitation	\$155,185	\$155,185	17.14	2
DIVISION ST N	HORWATH AVE	IVY LN	634	70	Preventive Maintenance	\$2,426	\$157,611	17.14	2
NORTH TALBOT RD	CAMERON SIDE RD E	CAMERON SIDE RD	84	70	Preventive Maintenance	\$996	\$158,607	17.14	2
MAIN ST E	WILLIAM AVE	WIGLE AVE	642	76	Preventive Maintenance	\$7,521	\$166,128	17.14	2
LANDSOWNE AVE	MYRTLE ST	PROSPECT ST	513	61	Rehabilitation	\$24,580	\$190,708	16.71	2
DIVISION ST N	THORNCREST ST	HILLVIEW CRESCENT	636	71	Preventive Maintenance	\$9,870	\$200,578	16.57	2
DIVISION ST N	IVY LN	THORNCREST ST	635	71	Preventive Maintenance	\$2,745	\$203,323	16.57	2
LANDSOWNE AVE	GRACE ST	VIOLA ST	280	62	Rehabilitation	\$25,798	\$229,121	16.29	2
LANDSOWNE AVE	WELLINGTON ST	GLADSTONE AVE	199	62	Rehabilitation	\$28,198	\$257,319	16.29	2
ROAD 2 E	GRAHAM SIDE RD	PETERSON LN	379	62	Rehabilitation	\$55,612	\$312,931	16.29	2
MAIN ST E	SPRUCE ST N	CHERRY LN N	640	78	Preventive Maintenance	\$7,912	\$320,842	15.71	2
DIVISION ST N	PULFORD ST	WATER ST	616	73	Preventive Maintenance	\$1,605	\$322,447	15.43	2
DIVISION ST N	PALMER DR	MCCALLUM AVE	633	73	Preventive Maintenance	\$3,986	\$326,434	15.43	2
DIVISION ST N	KING ST	MAIN ST	637	73	Preventive Maintenance	\$3,298	\$329,731	15.43	2
LANDSOWNE AVE	GLADSTONE AVE	MAPLE ST	56	65	Rehabilitation	\$54,816	\$384,548	15.00	2
JASPERSON DR	PEACHWOOD DR	APPLEWOOD RD	304	66	Rehabilitation	\$68,161	\$452,708	14.57	2
NORTH TALBOT RD	CAMERON SIDE RD	CONCESSION RD 10	315	75	Preventive Maintenance	\$37,222	\$489,930	14.29	2
DIVISION ST N	MCCALLUM AVE	HORWATH AVE	650	75	Preventive Maintenance	\$6,608	\$496,539	14.29	2
ROAD 2 E	QUEEN BLVD	UNION AVE	378	67	Rehabilitation	\$5,394	\$501,933	14.14	2
ROAD 2 E	PETERSON LN	QUEEN BLVD	377	67	Rehabilitation	\$22,157	\$524,090	14.14	2
LANDSOWNE AVE	ERIE ST	PARK ST	43	67	Rehabilitation	\$47,688	\$571,778	14.14	2
MAIN ST W	CHESTNUT ST	DIVISION ST N	623	76	Preventive Maintenance	\$3,840	\$575,619	13.71	2
MAIN ST E	SANTOS DR	WILLIAM AVE	611	82	Preventive Maintenance	\$13,726	\$589,345	12.86	2
LAKEVIEW AVE	INDUSTRY RD	WIGLE AVE	119	70	Preventive Maintenance	\$10,464	\$599,809	12.86	2
FAIRVIEW AVE	DOWSWELL ST	PINE ST	624	78	Preventive Maintenance	\$14,021	\$613,830	12.57	2
ROAD 3 E	DIVISION RD	GRAHAM SIDE RD	364	78	Preventive Maintenance	\$118,917	\$732,747	12.57	2
DIVISION ST N	WATER ST	BEECH ST	638	78	Preventive Maintenance	\$4,420	\$737,167	12.57	2
QUEEN ST	QUEEN ST	HAROLD CULL DR	267	72	Preventive Maintenance	\$3,585	\$740,752	12.00	2
WIGLE AVE	ANGEL CT	KATIE CRESCENT	524	72	Preventive Maintenance	\$4,685	\$745,437	12.00	2
ROAD 3 W	MCCAIN SIDE RD	DIVISION RD	13	79	Preventive Maintenance	\$104,708	\$850,144	12.00	2
LANDSOWNE AVE	PROSPECT ST	PROSPECT ST	514	73	Preventive Maintenance	\$514	\$850,658	11.57	2

Table 7. Recommended Repairs - Year 3

StreetName	FromStreetName	ToStreetName	SS_ID	PCI	Maintenance Suggestion	Estimated Cost	Cumulative Cost	Repair Priority	Repair Year
CHERRY AVE	LEWIS AVE	HERITAGE RD	138	20	Reclamation	\$214,520	\$214,520	11.43	3
OAK AVE	LEWIS AVE	MCCAIN SIDE RD	241	20	Reclamation	\$212,812	\$427,332	11.43	3
FAIRVIEW AVE	PINE ST	MAIDSTONE AVE	625	80	Preventive Maintenance	\$14,162	\$441,494	11.43	3
DIVISION ST N	HILLVIEW CRESCENT	PULFORD ST	639	80	Preventive Maintenance	\$5,670	\$447,163	11.43	3
CULL DR	WOODLAWN CRESCENT	QUEEN ST	495	74	Preventive Maintenance	\$1,775	\$448,938	11.14	3
LANDSOWNE AVE	MILL ST E	GRACE ST	397	74	Preventive Maintenance	\$3,013	\$451,951	11.14	3
WIGLE AVE	MAIN ST E	MURRAY ST	269	74	Preventive Maintenance	\$6,941	\$458,892	11.14	3
DIVISION ST N	DIVISION RD N	PALMER DR	652	81	Preventive Maintenance	\$1,424	\$460,316	10.86	3
MAIN ST W	QUEEN ST	CHESTNUT ST	644	81	Preventive Maintenance	\$3,218	\$463,534	10.86	3
LANDSOWNE AVE	PROSPECT ST	ERIE ST	211	75	Preventive Maintenance	\$3,250	\$466,783	10.71	3
MAIN ST E	DIVISION ST S	SPRUCE ST N	612	85	Defer Maintenance	\$0	\$466,783	10.71	3
WIGLE AVE	MURRAY ST	ANGEL CT	525	75	Preventive Maintenance	\$4,013	\$470,796	10.71	3
Road 9 W	ARNER TOWNLINE	HIGHWAY 3	668	25	Reclamation	\$728,840	\$1,199,636	10.71	3

Table 8. Recommended Repairs - Year 4

StreetName	FromStreetName	ToStreetName	SS_ID	PCI	Maintenance Suggestion	Estimated Cost	Cumulative Cost	Repair Priority	Repair Year
WIGLE AVE	ERIEVIEW DR	LAKEVIEW AVE	193	75	Preventive Maintenance	\$3,638	\$3,638	10.71	4
Peterson Road	ROAD 3 E	ROAD 2 E	655	27	Reclamation	\$476,048	\$479,686	10.43	4
ARNER TLINE	ADAMS LN	DEAD END	430	28	Reclamation	\$17,268	\$496,954	10.29	4
HERRINGTON ST	HARRINGTON ST	DIVISION ST S	500	76	Preventive Maintenance	\$6,055	\$503,009	10.29	4
NORTH TALBOT RD	COUNTY RD 8	CONCESSION RD 11	214	76	Preventive Maintenance	\$77,155	\$580,164	10.29	4
NORTH TALBOT RD	CONCESSION RD 1	CAMERSON SIDE RD	151	76	Preventive Maintenance	\$42,358	\$622,522	10.29	4
MAPLE AVE	LEWIS AVE	MCCAIN SIDE RD	136	29	Reclamation	\$212,983	\$835,505	10.14	4
ROAD 3 E	GRAHAM SIDE RD	PETERSON LN	85	77	Preventive Maintenance	\$40,015	\$875,520	9.86	4
HERRINGTON ST	QUEEN ST	HARRINGTON ST	268	77	Preventive Maintenance	\$813	\$876,333	9.86	4

Table 9. Recommended Repairs - Year 5

StreetName	FromStreetName	ToStreetName	SS_ID	PCI	Maintenance Suggestion	Estimated Cost	Cumulative Cost	Repair Priority	Repair Year
CEDAR ISLAND DR	CEDAR ISLAND RD	2ND BLVD	439	31	Reclamation	\$38,107	\$38,107	9.86	5
BEECH ST	WATERMILL ST	SPRUCE ST N	254	77	Preventive Maintenance	\$5,784	\$43,891	9.86	5
DIVISION ST N	CONCESSION RD 2 E	SANDYBROOK WAY	632	83	Preventive Maintenance	\$12,585	\$56,475	9.71	5
ARNER TLIN	CHELSEA CR	ADAMS LN	431	33	Reclamation	\$32,846	\$89,321	9.57	5
Cameron Side Road E	COUNTY RD 8	CONCESSION RD 11	667	33	Reclamation	\$1,251,948	\$1,341,269	9.57	5

10.3. Budget Projection Scenarios

The impact of different yearly budget amounts on network-wide PCI projections can be created within the PaveMON portal utilizing the findings from the StreetScan road condition assessment and repair prioritizations made by incorporating Town-specific repair methods and custom costs. The impact of different budgets on the back-log of work is summarized below. These projections are based on expected deterioration rates, anticipated yearly budgets, and condition change based on repair methods. The four scenarios assessed are as follows:

- Budget Scenario #1: \$900K [Red line]
- Budget Scenario #2: \$1.5M [Red line]
- Budget Scenario #1: \$2.1M [Green line]
- Budget Scenario #1: \$2.7M [Black line]

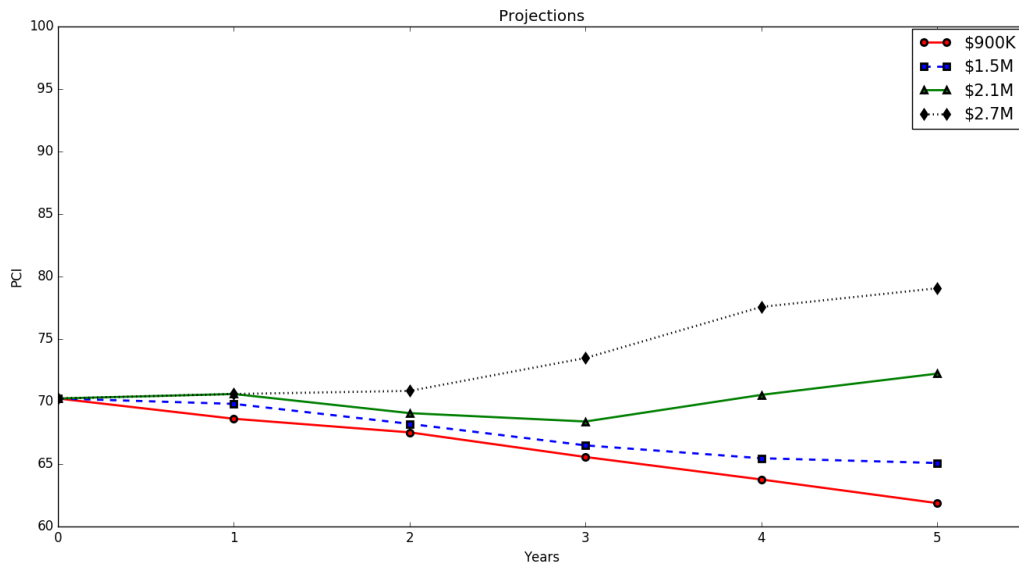


Figure 5. Projected PCI budget scenarios

11. Visualization & Reporting

The StreetScan solution emphasizes the ability of the end-user to perform in-depth analysis with multiple filters and adjustable variables. A Town can pursue an analysis at any time on multiple devices with

multiple users utilizing Pavemon, the StreetScan web-based software. Pavemon allows for easy generation of visual reports as well as statistics and graphics for communication of data-driven repair decisions created with the custom-software.

11.1. Visualization - Pavemon summary

For visualizing the results of data collection and data driven repair decisions, StreetScan provides a web-based GIS application, Pavemon. This app requires zero installation and can be accessed from any computer, tablet, or phone connected to the internet. The app is built on the ArcGIS JavaScript platform and is customized to the Town's requirements. Its functions include GIS spatial analysis capabilities such as measuring, charting, and spatial queries. There are database management capabilities as well, such as querying and statistical functions.

All features and indexes collected and created by StreetScan are stored in the Pavemon software. As there is no need to visualize all data at the same time, data is stored in layers. Having a layer-based design gives a significant boost to the speed of this application as users will be querying only a fraction of the terabytes of data being managed.

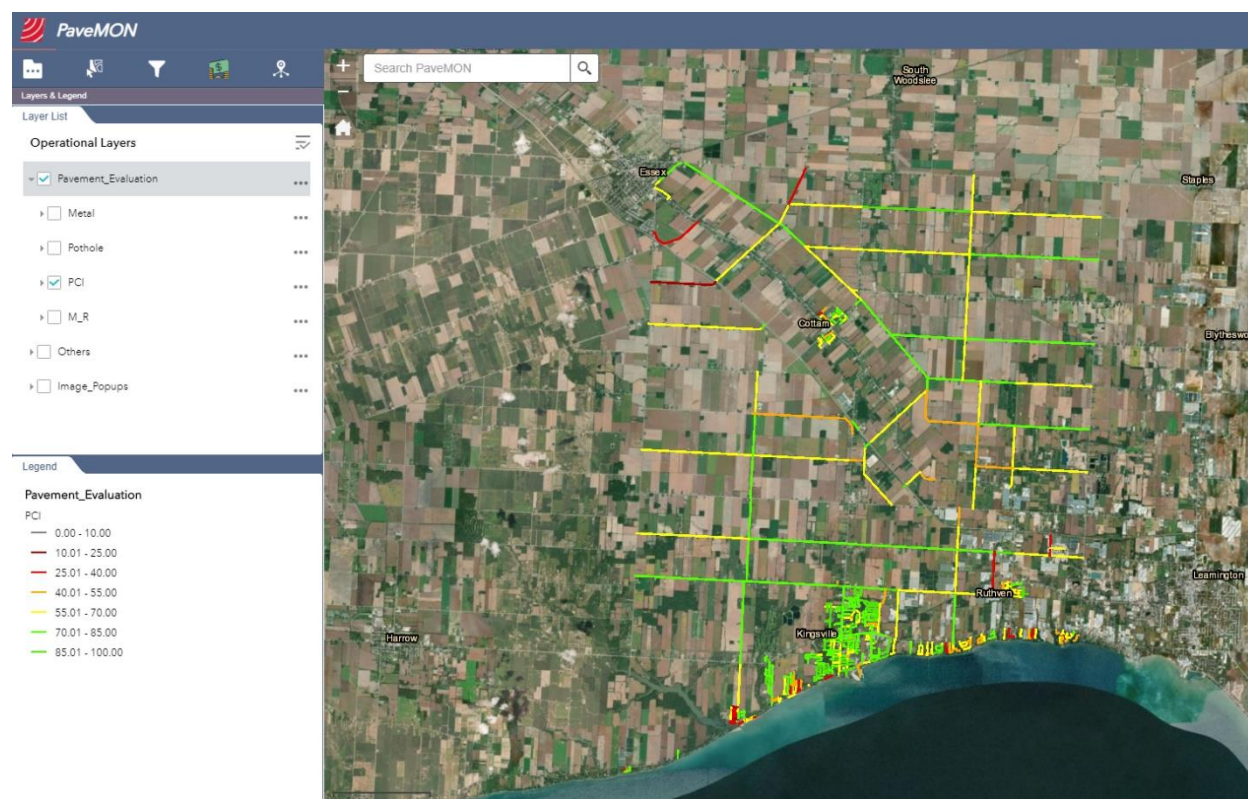


Figure 6. Sample Pavemon screengrab, PCI

12. Reporting

Custom reports are created by the Town of Kingsville to test budget scenarios, develop pavement management plans, and create graphics and statistics. Portal training was provided to the Town and ongoing support is provided. Below is an example of the functionality provided by the software.

The user can create pavement management plans and reports utilizing different budget scenarios. This can be applied to different spatial distances. For example, the Town could decide to run a budget scenario utilizing the Town-wide PCI data or the data for a specific neighborhood only. In addition, segments can be filtered out utilizing specific attributes such as existing road condition, functional class, or surface type (pavement or surface treatment) to yield unique plans that are custom to the Town. These reports can be exported in a tabular format, GIS shapefile, or feature data-layer that can be stored in the web portal. These feature data-layers can then be used to create data-driven statistics, maps, and graphics.



Figure 7. Sample PavEMON screengrab, budget scenario tool

References

[1] ASTM D6433 – 18: Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys

[2] *O. Reg. 366/18: MINIMUM MAINTENANCE STANDARDS FOR MUNICIPAL HIGHWAYS*

[3] <http://dpw.lacounty.gov/gmed/lacroads/TreatmentPavement.aspx>



December 17, 2018

admin@erca.org

P.519.776.5209

F.519.776.8688

360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

**RE: ESSEX REGION CONSERVATION AUTHORITY 2019 DRAFT BUDGET:
30 DAY NOTICE TO MEMBER MUNICIPALITIES**

At our December 13, 2018 meeting, the Essex Region Conservation Authority Board of Directors approved our Draft 2019 Budget for distribution to municipalities; and provide notice that a weighted vote will be held at the Board of Directors meeting on February 21, 2019. Ontario Regulation 139/96 (as amended by O.R. 231/97) requires that affected municipal partners receive a minimum a 30-day notice for which a meeting where a weighted and recorded vote will be taken. The Regulation also requires that the notice be accompanied by the financial information used to determine that levy.

As described in the Draft 2019 Budget (attached), the budget totals \$7,708,571 and includes a total levy contribution from member municipalities of approximately \$3,238,667. ERCA was able to reduce the projected \$190,000 impact of the budget to \$89,915 by utilizing previous years' better-than-expected financial results as a result of temporary staff vacancies, unbudgeted grants and support to cover staff and fixed costs, fee revisions and fund allocations. The draft 2019 Budget levy totals \$10.00 for every person in our watershed, based on data compiled by MPAC and the Ministry of Natural Resources and Forestry

We believe the 2019 Budget strives to strike a balance between meeting the sustainability needs of our region, while continuing to recognize the fiscal realities of our municipal partners.

Should you have any questions regarding our budget, please do not hesitate to contact me. I will also look forward to presenting our 2018 Annual Report to each municipality in the New Year.

Thank you,

Richard J.H. Wyma
General Manager/Secretary-Treasurer

Shelley McMullen
Director, Finance and Corporate Services

Attachments:

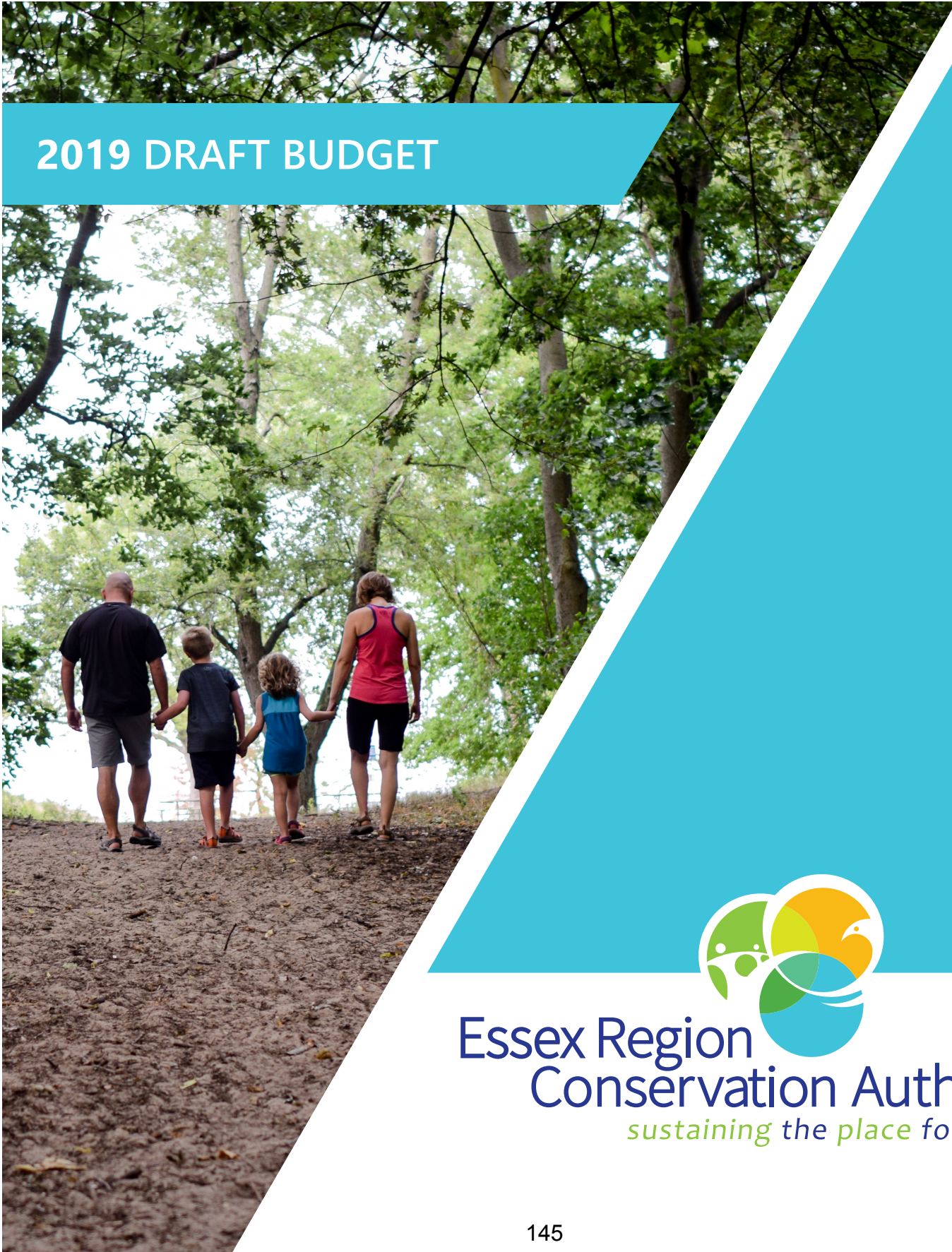
1. Report BD45/18– ERCA Draft 2019 Budget



DRAFT

Essex Region Conservation
the place for life

2019 DRAFT BUDGET



Essex Region
Conservation Authority
sustaining the place for life

EXECUTIVE SUMMARY

- The 2019 Budget totals \$7,708,571, which includes a total levy contribution of \$3,238,667. This represents an increase of \$89,915, or \$0.32 per person (\$9.68 to \$10.00 per person).
- In 2019, ERCA will continue to deliver programs to increase habitat and forest cover, maintain and expand conservation areas and trails, assist our member municipalities in protecting people and infrastructure from the dangers of flooding and erosion, lead the development of a Regional Climate Change Strategy and the Place for Life Policies, and provide meaningful education and engagement opportunities for our residents.
- The 2018 Budget includes funds for development and delivery of a Regional Climate Change program, continued support for ERCA's Human Resources capacity (which was added in 2018) to address regulatory compliance, HR Program management and corporate policies, and overall workplace culture. In addition, the draft budget continues to support new watershed engineering capacity, adds support for seasonal operations related to Conservation Areas and Greenways including hazard tree management and removal, IT/Network support, as well as fixed costs related to movement up the grid, internal equity and related adjustments.
- ERCA was able to minimize the proposed levy increase: through internal program review; by applying \$50,000 in deferred special grants to the Climate Change Specialist position; utilizing the projected 2018 surplus of \$100,000, due to temporary staff vacancies, unbudgeted grants and external supports; and the reallocation of Clean Water~Green Spaces to align with 2019 Budget priorities while increasing the funds available for land acquisition from 2018.
- ERCA's Annual Revenues for programs and services ranks consistently in the top 10 of all 36 Conservation Authorities. At the same time, ERCA's operational levy funds less than 30% of its operations, placing ERCA in the bottom five of all Conservation Authorities, and well below the provincial average (approx. 45%). For comparison, while the average CA levy supporting operations was \$16.42/person (2017), ERCA's total levy was \$9.68/person, which included funds for land acquisition and capital and operational reserves, which were not available for operations.

INTRODUCTION

Essex Region Conservation Authority

The Essex Region Conservation Authority (ERCA) was established by municipalities in 1973 to protect, restore and manage the natural resources of the Windsor-Essex-Pelee Island. As one of thirty-six conservation authorities in Ontario, ERCA is committed to the core founding principles of the Conservation Authorities Act (1946): watershed jurisdiction, local decision-making, and funding partnerships.

ERCA works in partnership with residents and communities, our nine member municipalities, the Province of Ontario, Government of Canada, and international agencies to increase natural area coverage through tree planting and habitat restoration, improve water quality across our watersheds and our Great Lakes, protect people and property from flooding and erosion, and further our understanding of the environment through science and education. Our goal is a sustainable future which improves our local environment and helps create an enhanced community identity we can all be proud of, and a more vibrant economy that can set this region ahead of others - one where people will want to live, work, and invest in.

About the Essex Region

The Essex Region is the southern-most part of the Carolinian Life Zone and contains some of Canada's most significant natural areas. Our region includes the watersheds of the Detroit River, Lake St. Clair, and western basin of Lake Erie. It is surrounded by almost 300km of Great Lakes shorelines, the largest freshwater system in the world with over 20% of the world's freshwater passes through the Detroit River every day. The region is blessed with a climate and geography that supports a rich agricultural and industrial tradition that has supported growth in our region.

But, there are also significant challenges. Our landscape has been extensively and intensively developed. In a little more than 200 years, we've drained more than 95% of our wetlands, lost almost all of our tall grass prairie and cleared more than 90% of our upland forests. What's left is disconnected and fragmented. Our Great Lakes watersheds are disrupted - they are impacted by invasive species, nutrients, phosphorous and blue green algae. The water quality of our rivers and streams is degraded, which impacts aquatic wildlife, increases drinking water treatment costs, and negatively impacts recreational use such as swimming and boating. Changing and unpredictable climate patterns are causing



significant flooding, impacting our shorelines, and creating erosion problems. And the frequency of these types of rainfall events are expected to increase. In fact, few parts of Canada have been as extensively and intensively developed which puts tremendous pressure on our landscapes.

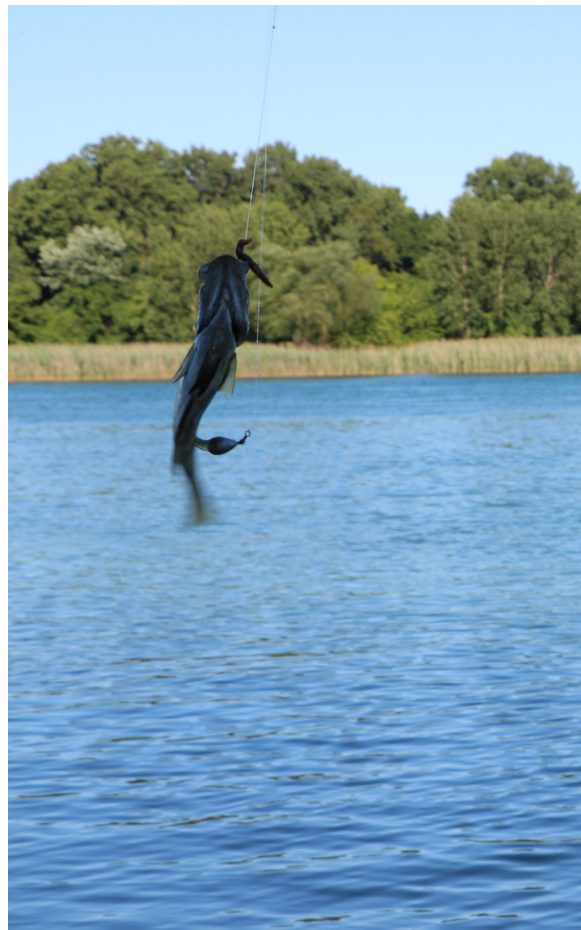
Since ERCA was established in 1973, we have been working to address these impacts, and we have achieved great success:

- 6,300,000 trees have been planted to increase green space. Our natural area cover has increased from less than 3.5% to more than 8.5%. But there is still more to do to get to our community's goal of at least 12%.
- 10,000 acres of forest, tall grass prairie, and wetlands have been restored
- 800 projects to improve water quality have been implemented.
- 3,500 metres of shoreline improved, protected and enhanced for fish habitat
- 4,150 acres of significant natural area have been protected for future generations including 19 Conservation Areas providing opportunities to visit and experience wetlands, heritage sites, and old growth forests.
- 80 kilometres of greenways have been acquired and developed to connect natural areas, promote healthy and active lifestyles, and link people to the landscapes and communities around them
- Over 5,000 homes have been protected from flooding and erosion with ongoing upgrades and maintenance occurring to existing homes exceeding 300 over the last 3 years
- 370,000 students have been educated through outdoor education programs

about the importance of preserving our heritage and conserving our environment.

- 50,000 households that get their drinking water from Lake Erie, Lake St. Clair and Detroit River (90% of residents of Essex Region) are protected from Significant Drinking Water threats
- We have built important research partnerships with senior levels of government, agencies, other Conservation Authorities, universities and others to help us better understand and address the impacts of climate change, invasive species, and water quality.

ERCA's 2019 Budget continues to build on these successes, bringing us closer to making this region a place we can be proud of and celebrate.



BUDGET CONSIDERATIONS

The Essex Region has seen first-hand the challenging and growing and costly impacts of climate change, growth, pollution, loss of wetlands and habitats, Great Lakes water quality, and many other stressors on our environment.

The health of our rivers and streams are poor, and our Great Lakes are enormously disrupted. The Leamington Tributaries have been identified as Priority Watersheds under the Great Lakes Water Quality Agreement due to high levels of phosphorous, which is the leading cause of microcystins and harmful algal blooms in the western basin of Lake Erie. We are facing heightened challenges

related to climate change and unpredictable weather patterns and severe storms that test our stormwater infrastructure resulting in both urban and overland flooding and, combined with near record high water levels, have greatly impacted our shorelines and municipal infrastructure and require additional monitoring and flood advisories. Invasive species such as Phragmites threaten our wetlands and drainage systems, reduce biodiversity and habitats, and the overall health of our watersheds. New threats, such as Oak Wilt, have the potential to significantly damage our natural areas. These issues are integrated, and with greater urgency, a regional, coordinated effort is required.

Conservation Authorities are recognized for their efforts to address these challenges through their roles in integrated watershed planning and management. The recently updated Conservation Authorities Act recognizes that Conservation Authorities manage programs that respond to climate change, wetlands, natural heritage and other matters. The 2018 Lake Erie Action Plan lays out 125 actions that senior levels of government will take, and identifies opportunities for conservation authorities and other partners in the delivery of actions associated with reductions in phosphorous. The recently released Provincial Environment Plan: Preserving and Protecting our Environment for Future Generations commits to continue to work with Conservation Authorities on many different initiatives in order to help ensure the health of our lakes, rivers and greenspaces, protect important sources of drinking water and commits support for the important role of conservation authorities in protecting people and property from flooding and other natural hazards, and conserving natural resources.



Budget Pressures

The Draft 2019 Budget considers and responds to these challenges and reflects key priorities in the 2016-2025 Strategic Plan: Sustaining the Place for Life. While ERCA has been recognized as a leader in leveraging local funding to deliver key programs, changes in government and funding program priorities, increased competition for limited funding, and narrowing of program scope makes this increasingly challenging.

Overreliance on External Funding.

Improving water quality and overall watershed health is critical to our region and requires support for positions that undertake the research, monitoring, and partnerships; and for managing and maintaining data information systems. The information collected and gathered is relevant to watershed management, and contributes to evidence-based decision-making.

However, ERCA is distinctly different from its municipal partners and other Conservation Authorities in how it has historically financed these programs, and its board-approved mandate. Unlike municipal operations, levy funding supports less than 30% of ERCA's operations and programs, with the other 70-75% funded through various Provincial grants, including the Drinking Source Water Protection program and the Section 39 Operating Grant, Federal grants, funds raised by the Essex Region Conservation Foundation, and self-generated revenues.

This overreliance on external funding means these programs, which are core to improving and maintaining the health, safety and sustainability of our region; and are increasingly of interest to investors and in retaining local industry, are almost entirely funded through external grants. This also



means that these programs, while producing beneficial outcomes, apply to areas where funding is available, not necessarily in those areas with greatest need or greatest priority. At the same time, reductions or eliminations in funding mean key initiatives, such as the three-year Great Lakes Agricultural Stewardship Initiative (GLASI) which was generating important knowledge about baseline conditions and research into best BMPs in Essex watersheds, or tree planting and restoration grants which support program staffing costs in key watersheds, are no longer supported or significantly reduced. In 2019, over \$300,000 in administratively approved Provincial funds that ERCA relies upon to monitor water quality, build wetlands, undertake restoration and implement BMPs has been placed on hold without notice or further information pending a review by the new government. Additionally, another 5-year tree planting agreement that provides core funding for restoration staff is ending, without any assurances of further funding. While Administration continuously seeks additional resources through external funds, stable financial support is crucial in developing knowledge, so that the region's environmental problems can be addressed.

Capacity to Act and Respond.

ERCA, not unlike municipalities and other agencies, is consistently facing numerous capacity pressures including: increased landowner/stakeholder interaction in a number of departments; increased volume of applications related to development; compliance-based reporting and monitoring; public use of conservation lands, and landowner outreach and stewardship. In addition, because of ERCA's expertise and knowledge of watersheds and hydrological conditions, municipalities are requesting that ERCA participate in or coordinate resource studies, master drainage plans, Environmental Assessments, and other operational initiatives. ERCA's technical knowledge of watersheds and hydrological conditions, applicability of complex legislation and regulation, and the emergence of new threats is both valued and necessary to ensure development is sustainable, responsible, and proactively addresses and anticipates issues. ERCA's involvement on these initiatives is primarily with municipalities, and as such, there is no cost recovery mechanism to support the additional staff requirements. As the focus of our corporate approach continues to shift to a more proactive planning process, additional staff capacity will be required in municipal plan input and review.

The 2019 Draft budget continues to support additional staffing added to Watershed Management Services in 2018 to respond to increased numbers of permits and development submissions, which has allowed ERCA to maintain its approvals within accepted timelines for those specific submissions.

Managing Regional Environmental Assets.

Additional resources will be required in 2019 to maintain and manage ERCA's expanded

Greenways and Conservation Areas, to the standards expected by the public and our insurers. Greenways were acquired and developed entirely through Essex Region Conservation Foundation efforts and associated external grants - at no cost to ERCA's levy. In 2017 alone, for example, \$2.6 million was invested in development and upgrades to ERCA's Greenways, which included the opening of the Cypher Systems Group Greenway, the Rotary (1918) Centennial Hub (with the Town of Tecumseh) and resurfacing 50km of the Chrysler Canada Greenway. Operations and maintenance of these significant regional resources is ERCA's obligation. These investments in Greenways have attracted greater use (and greater impact) and require additional resources: to manage use and interactions between users; to ensure the greenways remain safe and accessible; and to ensure they are maintained and managed responsibly (e.g. hazard tree removal, vandalism, etc.).

Corporate Initiatives and Compliance.

The elimination of a senior administrative position through the 2012-2017 Sustainability Plan removed capacity from the Corporate Services department in 2013, specifically ERCA's Human Resources functions. The 2019 Draft Budget continues to support HR capacity to evaluate compliance gaps with revised pieces of employment-related legislation, create and update corporate policies where necessary, update resources for employees such as employee handbooks and intranets, and proactively create programs in accordance with HR best practice.

This, combined with a more complex regulatory and reporting environment (e.g. OHSA, AODA, ESA, MFIPPA, etc.) has made compliance challenging and unduly reactive. Similarly, dramatic increase in requests for

information, as available to requesters under Freedom of Information legislation (MFIPPA) puts pressure on available departmental resources, extending beyond human resources, to network services, server storage and physical infrastructure, and renewed priority on ERCA's records management/retention programs.

Fixed Cost Increases.

ERCA's approved Collective Agreement includes negotiated salary increases and upward movement on the grid for eligible positions. Unlike previous years, ERCA anticipates a full complement of program staff. ERCA must also fund fixed costs associated with leasing office space within the County of Essex Civic Centre, and costs for taxes, utilities and services at Conservation Areas. Because of ERCA's revenue structure, it is expected that only a portion of those increases will be levy-driven (ranging from 50%-70%), with the remainder absorbed in grant-funded special projects.



BUDGET OVERVIEW

Overview of Revenue

ERCA is funded through a combination of levies and grants from municipal, provincial and federal governments. The remaining revenues are generated through an assortment of fees for service that includes education, planning and permitting, and conservation area user fees.

Municipal Funding

ERCA's 2019 budget includes a total levy contribution of \$3,238,667, an increase of \$89,915. This represents an increase of \$0.32 per person, living within the watershed boundaries. This includes:

- **General Levy.** The 2019 Budget includes a proposed General Levy contribution of \$2,188,667, which supports Conservation Authority operations and programs.
- **Clean Water~Green Spaces Levy.** The 2019 Budget maintains the Clean Water~Green Spaces Levy at \$1,050,000. This includes \$589,600 for land acquisition and provides funds that ERCA leverages for forest, prairie and wetland restoration, water quality research and delivery of rural and agricultural BMPs. ERCA has confirmed funding for \$1,211,000 towards these projects, some of which are described in the details of the conservation services and water monitoring budgets.

Provincial and Federal Funding

Environment and Climate Change Canada (ECCC), and provincial agencies, namely the Ministry of the Environment, Conservation and Parks (MECP), the Ministry of Natural Resources and Forestry (MNRF), and the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and other agencies contribute

funding to support Drinking Water Source Protection, ground water and surface water monitoring restoration, BMPs and related stewardship programs, including:

- Anticipated annual funding from the MNRF as program transfer payments towards the flood warning and flood and erosion control programs associated with ERCA's delegated responsibilities. Funding levels for this transfer payment have remained at the same level (\$202,263) since 1996. That transfer payment does not reflect pressures on ERCA's flood protection programs related to climate change and increased impact on flood and shoreline infrastructure, increased flood monitoring (watershed statements, flood watches, flood warnings), increased growth and development in areas that were not included in provincially supported hazard mapping programs, or the additional technical requirements and complexities related to permit processes.
- Anticipated annual funding from MECP (\$103,350) to support ERCA's delivery of the provincial Source Water Protection Program. Funding from MECP supports 100% of project management costs, Source Water Protection Committee costs, and technical and administrative supports required to maintain the Source Protection Plan.
- Anticipated funding from Environment and Climate Change Canada Great Lakes Sustainability Fund and MECP to coordinate the Detroit River Remedial Action Plan, which includes supports for projects within the Detroit River Area of Concern. In 2019, this includes \$145,000 for program delivery and project implementation.
- Funding from Environment and Climate Change Canada (ECCC) supports agricultural best management practices

(BMPs) related to nutrients and sedimentation. Not only does this improve water quality in Lake Erie, but it also improves the habitat for many endangered species of fish and mussels that rely on clean water to survive.

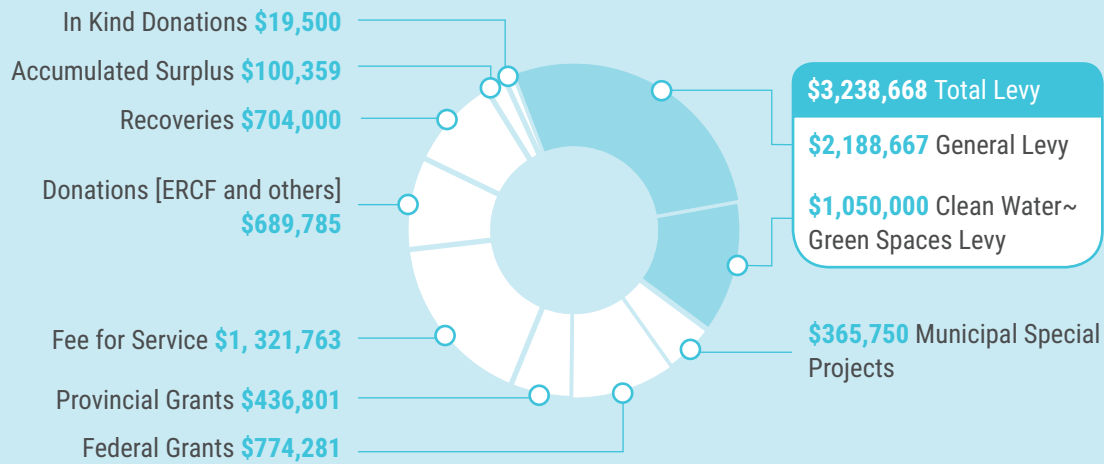
Other Revenues

- **Revenue generated by ERCA.** Revenues generated by ERCA include fees charged for education programs, plan review and permit fees, property and agricultural lease revenues, hunting revenues, Conservation Area and event revenues, and support from landowners for restoration and tree planting projects.

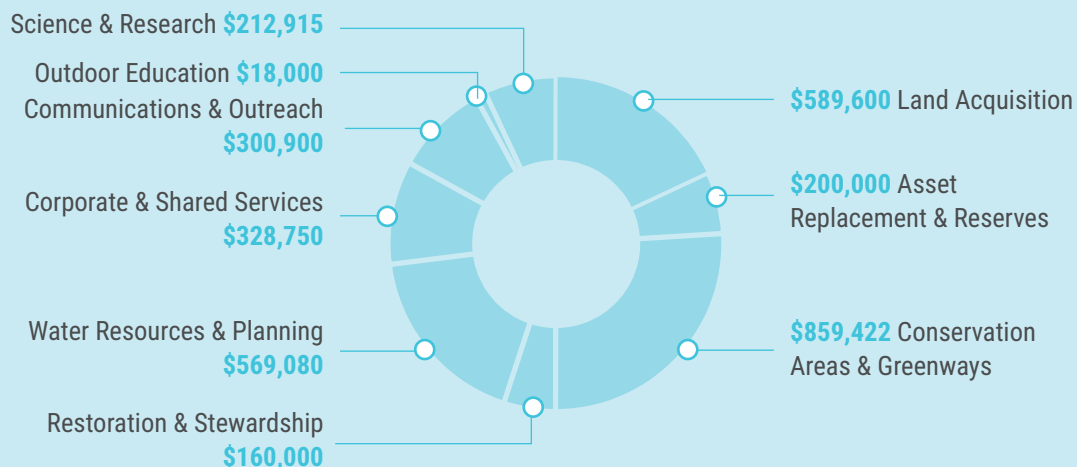
Administration reviews its fee schedule annually to ensure fees continue to reflect local market conditions and the principles of its Fees Policy, including maximizing cost recovery where appropriate. As noted in the 2019 Fee Report, administration has not anticipated significant additional revenues associated with minor fee adjustments, due to the unpredictable nature of fee-for-service revenues.

- **Other Revenue.** ERCA also receives grants from other agencies and charities including the Essex Region Conservation Foundation, primarily to support restoration, trail development and education. The ERCF Place for Life Campaign, launched in May 2017, has raised funds for ERCA projects from corporate and community leaders. Since its creation, the Campaign has raised funds to support the Rotary (1918) Centennial Hub, the Caesars Windsor Nature Trail at Devonwood Conservation Area, and improvements at the John R. Park Homestead including new roof on Sawmill. In 2019, funds raised through this campaign will support improvements

WHERE DOES THE MONEY COME FROM?



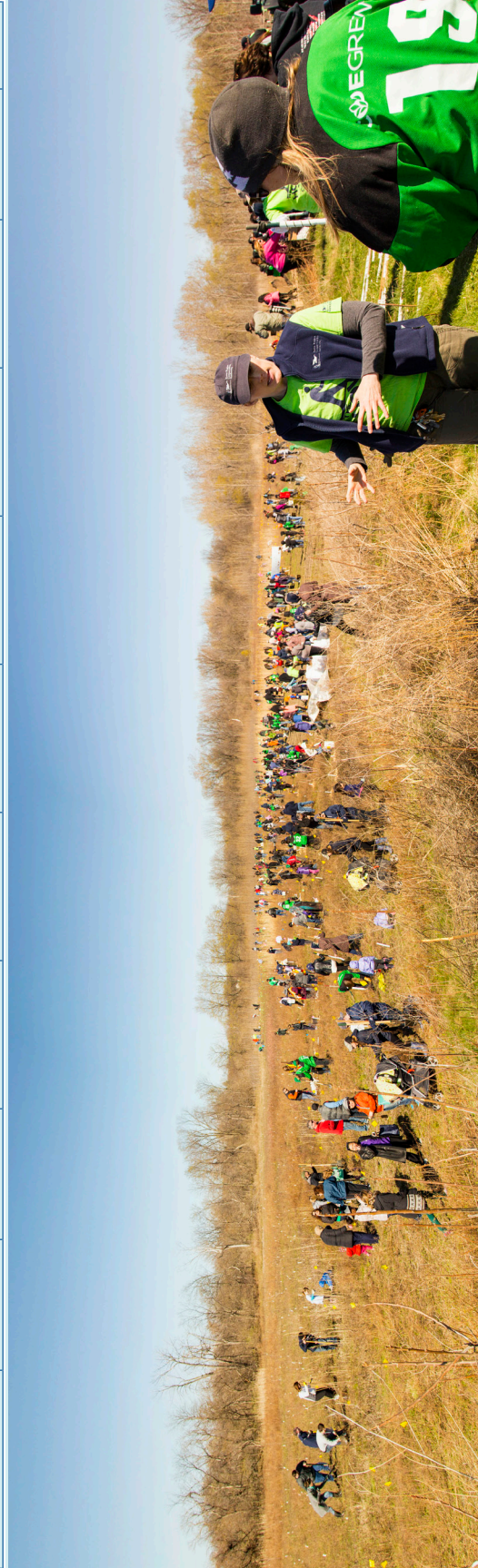
WHERE DOES YOUR TOTAL LEVY GO?



at Holiday Beach Conservation Area, the creation of the Rotary Legacy Forest at Cedar Creek Conservation Area, wetland research and monitoring at Hillman Marsh Conservation Area and additional repairs at the John R. Park Homestead. These campaign and earlier fundraising successes (including Cypher Systems Group Greenway and resurfacing Chrysler Canada Greenway) have helped reduce capital infrastructure replacement costs, allowing ERCA to refocus capital funds to other projects.



2019 Draft Municipal Levy Allocation										
	CVA %		GENERAL LEVY		CW~GS LEVY		TOTAL LEVY		CHANGE	
	2019	2018	2019 DRAFT	2018 APPROVED	2019 DRAFT	2018 APPROVED	2019 DRAFT	2018 APPROVED	\$	%
Amherstburg	5.9128%	5.974%	\$129,412	\$125,384	\$62,084	\$62,729	\$191,496	\$188,114	\$3,382.16	1.8%
Essex	4.8152%	4.864%	\$105,388	\$102,077	\$50,559	\$51,069	\$155,947	\$153,146	\$2,801.13	1.8%
Kingsville	6.1667%	6.134%	\$134,969	\$128,738	\$64,750	\$64,407	\$199,719	\$193,146	\$6,573.21	3.4%
Lakeshore	9.3182%	9.191%	\$203,945	\$192,888	\$97,841	\$96,501	\$301,786	\$289,389	\$12,396.56	4.3%
LaSalle	8.4644%	8.283%	\$185,257	\$173,843	\$88,876	\$86,973	\$274,133	\$260,817	\$13,316.29	5.1%
Leamington	5.9183%	5.944%	\$129,532	\$124,759	\$62,142	\$62,417	\$191,674	\$187,176	\$4,498.73	2.4%
Peelee Island	0.2904%	0.296%	\$6,356	\$6,221	\$3,049	\$3,112	\$9,406	\$9,333	\$72.51	0.8%
Tecumseh	8.3844%	8.354%	\$183,506	\$175,339	\$88,036	\$87,722	\$271,541	\$263,061	\$8,480.83	3.2%
Windsor	50.7296%	50.959%	\$1,110,304	\$1,069,502	\$532,661	\$535,069	\$1,642,965	\$1,604,570	\$38,394.58	2.4%
Totals	100%	100%	\$2,188,668	\$2,098,752	\$1,050,000	\$1,050,000	\$3,238,668	\$3,148,752	\$89,916	2.9%



PROGRAMS AND SERVICES

2016-2025 Strategic Plan: Sustaining the Place for Life

In 2016, ERCA launched its new Strategic Plan. Informed by extensive consultations with stakeholders and the community, the plan responds to the challenges ahead with renewed vision and commitment.

The Strategic Plan provides the basis for our decision-making and priority setting over the next decade in five key areas:

1. **The climate will continue to change.** Efforts to slow climate change must continue, but we need to help our partner communities prepare to adapt to its impacts.
2. **The Great Lakes are our most significant natural resource.** Our 2017 Watershed Report Card identified failing grades for surface water quality in virtually every watershed. More must be done to protect and improve water quality.
3. **Our habitats are among the most significant in Canada.** We have planted more than 6 million trees and achieved 8.5% natural area coverage. But more action is needed to reach our 12% target.
4. **Our urban areas will continue to grow and expand.** ERCA will need to continue to work with all partners to plan sustainable communities that reduce urban sprawl, are walkable, have a healthy food supply and incorporate green infrastructure.
5. **ERCA is a sustainable, resilient and valued agency.** Since 1973, ERCA has been striving to achieve a state of sustainability for the Essex Region. It is also important to consider the sustainability of ERCA as an organization.

The Place for Life reinforces that all elements of a place are interconnected – our community, its environmental health, healthy lifestyles for our citizens and our economy. Life recognizes our living, thriving and sustainable natural systems. Life refers to the people of our community – their health and protection and our shared heritage. We embrace this place and make it our home. For life.

Vision:

The Essex Region is a sustainable, resilient and vibrant place with healthy and thriving watersheds, Great Lakes and a green culture.

Mission:

Improving our environment to enrich our lives.

For each of these themes, the Strategic Plan has identified goals and actions to address them. As described below, the 2018 Budget has been aligned to advance specific priority actions from the Strategic Plan.

ERCA presents delivery of its programs and services within four business pillars:

- Watershed Management Services
- Conservation Services
- Community Outreach Services
- Corporate Services

Watershed Management Services

Watershed Planning

ERCA provides planning advice to its member municipalities by commenting on applications circulated under the Planning Act to ensure

that all relevant federal, provincial, regional and municipal legislative requirements are satisfied, identifying natural hazard areas and natural heritage features and providing policy support. This includes providing land use planning advisory services to identify natural hazard, natural heritage, development servicing, water quality and natural resource planning concerns and developing strategies and policies to address natural resource management in municipal planning initiatives such as Official Plans, Comprehensive Zoning Bylaws, Planning Studies, etc.

ERCA works with government agencies, municipalities and community groups to develop and maintain watershed management plans which look at environmental, economic and social factors affecting the quality of natural heritage, hazards and water quality within specific watersheds; and reviews and coordinates comment on Environmental Assessments, Environmental Bill of Rights Registry postings and advocates for local and regional priorities and interests.

Development Services

ERCA administers Conservation Authorities Act approval processes that direct development away from lands prone to water hazards. ERCA's permitting process includes review of applications under the Municipal Drainage Act, Public Lands Act, Shoreline Properties Assistance Act, Part VIII Building Code; planning documents and development proposals; and are designed to protect residents and property from hazards, and maintains wetlands, watercourses and shorelines.

Water Resources

Through the Conservation Authorities Act, the Province of Ontario has designated ERCA as the lead agency for flood warning in the Essex Region. To minimize loss of life and property

damage, ERCA monitors watershed conditions, stream and lake levels, and issues flood bulletins (watershed condition statements, flood watches, flood warnings) to the watershed municipalities, emergency services, media and others. Recent flood events have been more intensive and frequent.

ERCA's Watershed Management Services department is increasingly asked to participate in, or coordinate large scale development and or planning studies dealing with matters concerning stormwater, floodplain management, drainage and other water resource concerns for every municipality within the region; and assists municipalities in maintaining and managing public investment in eligible infrastructure through the provincial Water and Erosion Control Infrastructure Program (WECI).



2019 ACTIONS

- **Climate Change [1.1].** Building on the 2018 Climate Change Workshop, ERCA's Climate Change Specialist will research regional vulnerabilities, impacts and best practices; and lead the development of a Regional Climate Change Plan with municipalities to address identified impacts and vulnerabilities, identify implementation priorities, and potential funding supports.
- **Hazard Mapping [2.1].** With changing watershed conditions due to changes in land use such as urban development, infrastructure and climate change, flood forecasting and warning systems must be reviewed to ensure they accurately reflect observed conditions. In 2019, ERCA will work with the City of Windsor to undertake updated mapping for the Little River, and explore the needs and options for updating Floodline Mapping for the region, ensuring mapping reflects overland and rainfall-based flooding.
- **Place for Life Policies [11.2].** In 2017, ERCA developed its Place for Life Policies as a means of integrating ERCA's planning, development, and program policies; and initiated a consultation and engagement process to receive input from municipalities, industry partners, and stakeholders. In 2019, ERCA will continue to consult on and finalize its Place for Life Policies.
- **Watershed Engineering [2.3].** ERCA added a Watershed Engineer in 2018 to support stormwater reviews, drainage reviews, and related engineering and infrastructure reviews, allowing ERCA's Water Resources Engineer to focus on supporting more technical and regional engineering issues (e.g. Water and Erosion Control Infrastructure Program, Stormwater/ Environmental Assessments, etc.) and municipalities (e.g. Environmental Assessments, Mapping, etc.).
- **Client Services [12.3].** Implement internal and back-end procedures to encourage use of web-based application processes on www.essexregionconservation.ca to facilitate ERCA's planning and regulatory processes. As reported in its annual Accountability Report, ERCA is consistently well ahead of provincial targets for plan and regulatory review timelines as set by the Ministry, but with increases in numbers of applications, and technical requirements for review additional administrative support is required.
- **Flood Forecasting [2.1/11.3/12.3/12.3].** ERCA will update its Flood Contingency Plan with partners, maintain existing flood forecasting systems and explore development of a shared climate station network with municipalities and other agencies to incorporate additional climate station information and access to assist in providing more timely advance warnings, response, and reporting on storm events.
- **Planning/Technical Studies [11.2, 11.3].** ERCA will work with the Town of Lakeshore and Tecumseh to undertake a Lake St. Clair Shoreline Management Plan that incorporates current hazard criteria, and recent drainage and flooding related data to guide planning

and development decisions. ERCA will also work with the Town of Kingsville to develop a Natural Heritage Background Study as part of the Town's Official Plan update.

- **Technical Supports [11.3].** ERCA will continue to work with municipalities on ongoing regional and subwatershed studies including Riverside Vista Flood Control, East Riverside Flood Infrastructure Assessment (City of Windsor), Town of Tecumseh Master Stormwater and Flood Attenuation Study, Town of Lakeshore Flood Task Response, LaSalle Howard Bouffard Master Drainage Study, Leamington Highway 77 Master Drainage Study, and Kingsville Upper Mill Creek Master Drainage and Stormwater Assessment.
- **Plan Review [10.2].** Participate in Official Plan updates for Amherstburg, Essex, Tecumseh, Lakeshore, Kingsville, and Leamington; provide background and support to the County of Essex Official Plan. Planning staff will also provide advice and direction to all member municipalities on over 750 Planning Act applications (consents, minor variances, Zoning Bylaw Amendments, Official Plan Amendments and site plan control), and more than 50 Environmental Assessments (e.g. County Road 42 - Tecumseh/Windsor, Lauzon Road - Windsor, and Wallace Woods - Lakeshore).
- **Municipal Memorandum of Agreement [10.2].** ERCA will work with Municipalities to finalize a Memorandum of Agreement that acknowledges ERCA's role in integrated watershed planning, and supports ERCA's involvement in the planning process with a mandate to protect and manage the local watershed, including but not limited to natural hazards, natural heritage and water resources.
- **Provincial Advocacy [12.2].** ERCA will continue to participate on the Provincial Service Delivery Review Committee, a multi-stakeholder committee tasked with advising the Ministry on strategies for improvements and other considerations related to the effective and efficient delivery of conservation authority programs and services, established pursuant to the approval of the Conservation Authorities Act. This includes clarifying roles and responsibilities, updating regulatory requirements and policies, performance measurement, and other areas of provincial interest (e.g. natural heritage, biodiversity, watershed planning and management).
- **Development Review [12.1].** Complete reviews of over 1,000 Section 28 permit applications throughout the region for stormwater management; commercial, industrial and residential development; and large scale greenhouse developments; over 150 Municipal Drainage Act reviews under the DART protocol, and respond to 1,300 general water resource related requests from ratepayers.
- **Water and Erosion Control [11.3].** Apply for Water and Erosion Control Infrastructure (WECI) funding for projects in the City of Windsor, and the Town of Lakeshore, John R. Park Homestead Shoreline Design, and manage approved WECI projects.

Conservation Services

Conservation Lands

ERCA owns and manages 4,253 acres of conservation lands across the Essex Region. These areas protect some of the most biologically diverse and ecologically significant lands in Canada, including woodlots, wetlands, 19 Conservation Areas, and 80 km of Greenway trails for recreation education, natural area protection, and active/healthy living for thousands of residents and visitors to our region and support sustainable economies. Protection of these lands, as well as access for public use, are among the most important contributions ERCA makes to the communities in the region. Recently, the Credit Valley Conservation Authority undertook a study of the value of the ecological goods and services provided by natural capital (e.g. atmospheric and climate regulation, water regulation and supply, habitat, recreation, biodiversity, water quality, etc.). Applying that model for Essex Region, the value of the ecological goods and services provided by the natural capital in Essex Region totals \$173 million annually.

As the region grows and expands, and as our landscapes and climate continues to change, the role of conservation lands will become even more critical. Development and implementation of Management Plans are critical to balance the needs of users with the need to protect the environment. Recreational opportunities on these lands include hiking, picnicking, birding, seasonal camping, as well as hunting, horseback riding, and biking. The demands of a growing population require that Conservation Area infrastructure and facilities (tangible capital assets) and conservation areas maintain the standards expected by the public and our insurers, and reflect best practices related to energy efficiency, green

infrastructure and operations, and efficient technologies. Proactively managing our properties to create natural resiliency within our remaining natural features is key.

Clean Water~Green Spaces

ERCA's Clean Water~Green Spaces program (CW~GS) addresses soil and water concerns by providing in-field and in-stream conservation planning and delivery of agricultural stewardship, demonstrating innovative water and soil conservation (e.g. demonstration farm, demonstration projects), and restoration of wetlands, prairie, forest and shoreline habitat enhancements to provide habitat and restore the health of our watersheds. With increased focus on phosphorous and blue-green algae in Lake Erie, ERCA has been able to leverage support from Agriculture Canada, Environment and Climate Change Canada and other partners to address issues such as erosion and slope stability, intensive monitoring and assessment of BMPs within priority subwatersheds, management of the Essex County Demonstration Farm.

Through this program, ERCA also provides technical and financial supports to landowners across the watershed to help complete environmental projects that improve water quality, reduce soil erosion, and enhance terrestrial and aquatic habitats. ERCA leverages funds from the CW~GS Program to reduce the cost to landowners to participate in stewardship programs, and in the acquisition of key properties in priority areas in keeping with its Land Securement Strategy.

Watershed Monitoring

ERCA staff provide watershed-scale environmental monitoring to assess and understand current health and emerging trends as a basis for setting environmental

management priorities. This includes working with research partners to implement studies to fill resource information gaps and develop innovative methods of protecting and enhancing watershed resources. ERCA collects and analyzes surface water at approximately 50 sites as part of the provincial surface and groundwater monitoring networks, and special projects such as the Kingsville-Leamington Nutrient project to monitor aquatic community health and report on the overall health of our rivers and watersheds. ERCA has also facilitated research on beach closures with GLIER/ University of Windsor and other partners, tile management with the University of Waterloo, and undertakes research with other partners.

Drinking Water Source Protection

Since 2006, ERCA has maintained and implemented the Regional Source Protection Plan in keeping with the Clean Water Act to manage water 'at the source' to protect human health, protect present and future municipal drinking water threats. The Source Protection Plan that identifies policies and strategies to reduce existing and future threats to water supplies was approved by the Province in 2015. ERCA supports municipalities in implementation of Source Protection Policies including delivery of risk management services, and is responsible for implementing outreach and education policies.

2019 ACTIONS

- **Conservation Area Operations [9.2].** ERCA will continue to maintain all 19 Conservation Areas, and Greenways with its five full-time operations and maintenance positions. Additional term positions are added during operations season. This includes parking lot and trail grading, hazard tree removals, Conservation Area enforcement, hunting programs, grounds maintenance, etc.
- **Tangible Capital Asset Report/Capital Plan [13.1].** Administration will review and update ERCA's Tangible Capital Asset Report and prepare a multi-year capital plan based on replacement schedules, asset needs, and program needs as part of the development of the next 5-Year Sustainability Plan.
- **Management Planning [9.2].** In 2019, ERCA will complete the development of a Management Plan for Cedar Creek Conservation Area and associated properties with the new Conservation Services Advisory Board.
- **Business Plans [8.1].** ERCA will develop Business Plans for John R. Park Homestead and Holiday Beach Conservation Areas to identify and confirm infrastructure needs and investments in visitor services where there is a business case to support that investment.
- **Land Acquisition [7.3].** The 2019 Budget restores Clean Water~Green Spaces acquisition funding to support securement of key lands with partnership funding in keeping with the Land Securement Strategy.

- **Restoration and Stewardship [6.1].** In 2019, ERCA will expand and connect over 60 acres of upland habitat (forest and prairie) to improve linkages between remaining habitats, build ecosystem resilience, and benefit water quality, climate change and quality of life for the residence of our region.
- **Innovation [5.1].** ERCA will continue working with the University of Windsor to monitor phosphorous levels getting into Lake Erie, and monitor water quality improvements at the innovative 10 acre University of Windsor Alumni Association Wetland at Hillman Marsh Conservation Area. Further, a new partnership regarding endangered fish breeding habitat is being developed in conjunction with the Pêche Island fish habitat project.
- **Source Water Protection [4.3].** In keeping with the Clean Water Act, ERCA will begin updating the Essex Region Source Protection Plan and Assessment Report based on the Section 36 Workplan. This will include technical work and the development of new policies and consultations with the Source Protection Committee, municipalities and other stakeholders. ERCA will also continue implementation of Risk Management Services on behalf of municipalities.
- **Watershed Science [5.1/5.2].** Improving water quality and overall watershed health is critical to our region; and requires support for positions that undertake the research, monitoring, and partnerships; and for managing and maintaining data information systems. The information collected and gathered is relevant to watershed management, targeting projects to areas where it is most needed, and in support of evidence-based decision making and to maintain programs which are funded externally.
- **Lake Erie Action Plan [4.1].** ERCA continues to encourage provincial and federal agencies to partner with Conservation Authorities as the most effective delivery agent for many aspects of the Lake Erie Domestic Action Plan for achieving reduced Phosphorus levels in Lake Erie and Lake St. Clair. The 2019 budget includes the second of 3 years of federal funding to support agricultural projects designed to improve water quality in Lake Erie.
- **Detroit River [5.2/14.2].** ERCA will continue to build on efforts to de-list the Detroit River as a designated environmental Area of Concern in keeping with the new shoreline management strategy. For 2019, this will include a 70 acre wetland rehabilitation project on the Canard River and the creation of new fish habitat on the City of Windsor's Pêche Island.

Community Outreach Services

Outreach

ERCA's outreach programs engage, educate, motivate and inspire residents to adopt environmentally sustainable behaviours, coordinating community involvement with volunteers to engage them in tree planting, habitat restoration, and demonstration projects with DRCC, Foundation and other corporate and municipal partners. This includes tree planting, river and stream clean-ups, and citizen science initiatives.

Outdoor Education

ERCA provides environmental education programs to over 10,000 students annually, primarily at the John R. Park Homestead, Hillman Marsh and Holiday Beach Conservation Areas. Programming is aligned with provincial curriculum, and supports the objectives of the Ministry of Education's Eco schools program and its focus on student success through experiential learning. ERCA is recognized as a key partner in offering certifications for Special High Skills Major students to help educate the next generation of conservationists. Outdoor education provides numerous benefits to students (critical thinking, creative thinking, decision-making, etc.) that have benefits beyond the environment. ERCA also co-chairs the annual Essex Region Children's Water Festival which provides hands-on education to 4,000 students and provides leadership skills and environmental restoration training opportunities to 12-15 year olds through the Teen Ranger Program.

Communications

Communications supports all ERCA programs through a variety of services intended to engage and inspire municipal, provincial and

federal partners and communities to learn more about, and support and participate in the work of ERCA. ERCA also provides communications support to a number of partner agencies, such as the Detroit River Canadian Cleanup, the Essex Soil and Crop Improvement Association and others. Through internal communications, media relations, event management, community relations, creative services, and program communications and marketing, ERCA researches and analyzes benefits and barriers to environmental sustainability; and communicates the broad variety of projects and programs that ERCA undertakes to create a future of sustainability for the Essex region, ensuring it is the Place for Life.



2019 ACTIONS

- **Communications [14.2].** In 2019, ERCA will continue to utilize its new website at www.essexregionconservation.ca as a platform to improve customer service, usability and accessibility compliance, and efficiency through web-based tools. The website has already improved ERCA's ability to reserve education program, streamline the release of flood messages, and receive permit applications. In 2019, we will build on these processes, to further improve efficiencies and customer service.
- **Outreach [8.3].** ERCA's will continue to share resources with the Detroit River Canadian Cleanup to fulfill our citizen science, tree planting and restoration and other outreach programs.
- **Education [8.3].** ERCA will provide curriculum-based outdoor education for more than 10,000 elementary and secondary school students, including delivery of the Special High Skills Major Certifications to allow students to graduate with specialized environmental skills. New curriculum programming with our Indigenous partners will be explored.
- **Program Integration [14.2].** ERCA and the ERCF will continue to integrate communications, outreach and events to enhance the region as the Place for Life, and build on the strength of this partnership while raising \$1 million dollars (3 year Place for Life campaign goal) for conservation initiatives.
- **Regional Collaboration [15.3].** ERCA will continue to work with Tourism and Economic Development partners demonstrate that the Essex Region is a sustainable, vibrant place to attract visitors to and investment in our region. In 2019, enhanced communications support of the regional Climate Strategy is anticipated.

Corporate Services

Administration

ERCA's Corporate Services function directs and broadly supports the organization through: Authority Board and Administrative policies development and application; corporate and strategic planning and implementation, governance, and management and coordination of all Conservation Authority programs. This includes maintaining member and municipal relationships, liaison with key stakeholders and partners, including senior levels of government, to ensure recognition of Authority's role and relevance; and ensures ongoing Authority sustainability through allocation of limited financial and human resources.

Finance

Corporate Services provides financial leadership and support to the organization on various policies and decisions, strategic direction and budgetary management. Corporate Services/Finance staff are solely responsible for producing accurate and timely interim and audited Financial Statements of the Authority, that are relied upon by various stakeholders, including the Board of Directors, management, external stakeholders and funding agencies. Corporate Services undertakes various ad hoc financial and operational analyses, prepares risk management assessments, and monitors and analyzes general financial condition

including capital and operational reserves. In conjunction with Conservation Services, Finance also develops the Asset Management Plan, that tracks and identifies replacements to ERCA's facilities and related infrastructure.

Information Systems, Technology and Data/ Records Management

ERCA's information systems include Geographic Information Systems (GIS), information management systems, and other databases that support permits/development services, restoration, outreach, Foundation and other organizational needs. Geographic Information Systems (GIS) provides the collection and maintenance of land use and other data in ERCA's watersheds and creates visual mapping as information that supports decision making for many of ERCA's programs and departments.

Integrating data from diverse sources and converting into usable information and disseminating this to stakeholders through the corporate website is an ongoing initiative. ERCA is viewed as a source of valuable data

and a variety of stakeholders continue to make requests for open data. The protection of the Authority's records and data is critical to its ongoing sustainability, institutional knowledge, historical record comparison and freedom of information compliance. Accordingly, resources are included in the 2019 budget for digitizing and managing corporate records.

Human Resources Management

Human Resources is an internal multi-service provider supporting the hiring, orientation, motivation, development and management of knowledgeable and competent employees who implement and manage the Authority's programs. HR ensures compliance with legislation and regulation including, but not limited to: Employment Standards Act; Accessibility for Ontarians with Disabilities Act; Occupational Health and Safety Act; Labour Relations Act, and promotes general HR-related best practice. This function also supports labour relations including negotiation and application of Collective Agreements.

2019 ACTIONS

- **Customer Service [14.1].** The 2019 Budget continues to include a provision for permanent administrative support related to applicant/customer service, front desk/ reception and related internal support functions (e.g. conservation area programs, hunting program, camping, cottage rentals, records mgmt etc.) assumed, in part, by WMS administrative support, finance staff and temporary staff.
- **File management [13.2].** Continue to refine records classification system and records policy/retention schedule to support MFIPPA and other obligations; and begin implementation of new records management system, starting with Corporate Services and Watershed Management Services departments.
- **Operational Policies [13.3].** Continue to review, update and centralize all operational and administrative policies to ensure consistency with legislation; public-sector best practice; Authority practices. Develop corporate policy database to facilitate shared access to all corporate policies; and to enhance and promote staff compliance with and the general application of ERCA policies, when undertaking duties.

- **Corporate Culture [14.3].** Develop an updated Employee Handbook, to summarize HR related policies, improve the new employee onboarding experience and design/promote activities and programs to address issues, as identified in the 2018 Employee Survey.
- **Data Management [15.2].** Review open data ability and feasibility in context of new website functionality. Develop databases and applications to streamline manual functions and business processes, related to hunting and other programs, as identified.
- **Sustainability Plan [13.1].** Develop new 5-Year Sustainability Plan to support initiatives identified in the Strategic Plan and to ensure that ERCA has the appropriate resources, managed in the most effective and efficient way, to support the watershed and its municipal members' requirements.

Capital and Operational Reserves

The 2019 Budget includes the continued management of the following reserve accounts (see attached Reserves Schedule).

Infrastructure Replacement

The Infrastructure Replacement reserve provides for expenses associated with the replacement or rehabilitation of existing capital infrastructure as well as specific new assets, when restricted donor or grants are available. For 2019, the infrastructure budget accounts for a \$200,000 transfer to the infrastructure reserve, \$15,000 in anticipated interest revenues and \$140,885 in transfers from the Foundation, relating to multi-year funding agreements. The 2019 capital plan directs significant investment in Holiday Beach infrastructure, consistent with the asset management plan (AMP) but also incorporates new assets, funded entirely from funds raised by the Foundation.

Specifically, the proposed \$575,000 of capital investments for 2019, are as follows:

- **Holiday Beach Conservation Area Workshop/Boardwalks (\$239,000).** The main workshop at Holiday Beach Conservation Area, built in the 1950's, is

ERCA's highest ranking priority related to the AMP. A new workshop with environmental features will be built in a different location within Holiday Beach, closer to the park entrance and away from the beach, where it is currently located. Any surplus from this project will be redirected to additional road re-surfacing in the park.

- **Holiday Beach Conservation Areas Road Resurfacing (\$180,000).** As confirmed by the public, the County of Essex Accessibility Committee and the AMP, the current gravel and tar and chip roads in Holiday Beach Conservation Area are significantly degraded. Proposed works include tar and chip resurfacing of roads and parking areas in the park to improve visitor experiences and accessibility. The tangible capital asset inventory identified that the roads were scheduled to be resurfaced in 2010.
- **Holiday Beach Outdoor Classroom and Playground (\$55,000).** With a donation from Enbridge Gas and the University of Windsor Alumni Association, secured through the Essex Region Conservation Foundation, ERCA will be building a new outdoor classroom to educate children, about the value of our local environment

as well as providing them with more natural play-based structures to interact with. The outdoor classroom will provide a second classroom space at Holiday Beach, which will allow schools to reduce bussing costs by 'doubling up' classes, which also increases participation in ERCA's outdoor education programs.

- **John R. Park Homestead Shoreline Design (\$25,000).** Improvements were made to the shoreline trail at JRPH in 2016 following damages to the shoreline boardwalk. This work was interim until a full assessment and design options could be undertaken. Administration is proposing to undertake shoreline infrastructure design as a WECL project in 2019 with construction of planned infrastructure in 2020 to protect the Homestead.
- **Cypher Systems Group Greenway Drain Crossing (\$30,000).** With agreements from the Town of Essex, the Cypher Systems Group Greenway connects from Highway 3 to the ERCA-owned lands across Municipal lands. A pedestrian crossing at the intersection of North Malden Road (Victoria St.) and Highway 3 is required to ensure continued access across these lands.
- **General Greenway and Conservation Area Infrastructure (\$20,000).** Ongoing minor capital projects related to bridges, culverts, vegetation management, parking facilities and signage requiring regular maintenance to ensure public safety and visitor experiences.
- **Conservation Area Signage (\$16,000).** Many roadside directional signs and entrance signs are well past their useful lifespan. New directional signs to major conservation areas and entrance signs will be installed in 2019.

- **Enbridge wetland public access and parking lot (\$10,000).** Between 2016-2018, Enbridge supported the creation of a demonstration wetland at Holiday Beach Conservation Area/Essex County Demonstration Farm. The Demonstration Wetland provides an opportunity for landowners to see how the wetland was constructed and consider constructed wetlands on their own properties or farms. Enbridge has provided additional funding, through the Foundation, to support the construction of a small parking facility at the Demonstration Wetland.

Administration will be completing a review and update to the Tangible Capital Asset Management Plan as part of the development of the next 5-Year Sustainability Plan.

Operational Reserves

- **Revenue Stabilization** – As municipal levy accounts for slightly less than one-third of the Authority's 2019 expenses, the majority of revenues are from sources that may fluctuate in any given year (e.g. revenues related to permits, planning, drainage, camping, admissions and special events) due to economic conditions, changes in government agendas and mandates, and even adverse weather conditions. Given the instability surrounding Provincial commitments and transfer payment agreements, Administration is recommending a target of \$200,000, which will be re-assessed in the next sustainability plan. If available, any small amount of residual funds from past funding agreements will be transferred to this reserve, as will the camper hydro-usage recoveries, as per the Board Resolution.
- **Suite, Network, Office Equipment & Furnishings** – to provide for expenses

related to the Authority's rolling stock of office equipment and furnishings, computers, servers and related software. Replacements and upgrades are made in accordance with useful life and functionality. In keeping with board direction, funds from the sale of ERCA's share of the Civic Centre are now included in this reserve. This reserve will be utilized in 2019, to support the records digitization project (software/scanners) and financial software upgrades,

- **Human Resources** – to buffer against potential WSIB/NEER impacts, OMERS restatements, discretionary benefit fluctuations and unanticipated claims relating to employment. No increase or utilization is proposed.
- **Legal & Insurance** – to buffer against unexpected insurance deductibles and claims below policy deductibles as well as unexpected legal expenses outside of the annual budget process. No increase or utilization is proposed.
- **Vehicle/Field Equipment Replacement** – Vehicle and equipment expenses are recovered from accounts with outside funding, through a usage rate system, but most usage is associated with servicing conservation areas and core operations. The Authority has deferred vehicle acquisitions to the extent that has been reasonably but now must replace at least two to three vehicles. Administration will continue to manage ERCA's fleet and equipment in an environmentally responsible manner in keeping with Board direction, however the significant additional costs associated with a greener fleet contributes to budget pressures and with the likely elimination of a provincial rebate program, this policy may need to be revisited.
- **Historic Properties Preservation/Maintenance** – to provide for major expenses related to preservation and maintenance of two historic properties that are to be preserved in perpetuity, specifically the John R. Park Homestead and the Kingsville Train Station. Due to the infrastructure replacement and major repairs required at the Homestead, the annual allocation has been utilized for several budget cycles. The addition to this reserve represents an allocation of the Kingsville Train Station rental revenues.
- **Tree Warranty and Self-Insurance (\$90,000 target achieved)** – to buffer against potential warranty claims for seedlings covered through the warranty program, and deterioration of seedlings related to weather related planting delays and which is cost prohibitive to insure.
- **Clean Water~Green Spaces Land Acquisition** (\$610,000 balance: \$589,600 budgeted contribution in 2019 for an available total of \$1,199,600) – to support land acquisition efforts in keeping with ERCA's Land Securement Strategy, and as leverage for lands acquired with support from partners including senior levels of government.
- **Capital Reserve.** The Sustainability Plan identified that beginning in 2018, ERCA needs to contribute \$200,000 annually representing asset replacement values (historic cost basis) to fund capital reserves, consistent with the TCA report.

For continuity purposes, ERCA's reserve and land acquisition fund balances are shown below, both pre Sustainability Plan as well as at the end of the five years covered by that plan. The proposed 2019 contribution to reserves from the CW-GS funding is \$589,600 for land acquisition.

Reserve & Land Acquisition Funds	Fund Balances ¹	
	2012	Projected (End 2018)
Infrastructure reserves (including accumulated phased-in levy for capital asset replacement/maintenance)	18,343	578,508
Revenue stabilization		146,342
Legal/HR/insurance/admin reserves		75,280
Historic properties maintenance ²	37,854	24,000
Matching grant/capital project contingency reserve		100,000
Miscellaneous special project (restricted purpose)	48,353	47,857
Tree replacement & warranty	90,000	90,000
Suite/Office equipment/network/computers/ space		285,508
Fleet & Equipment	5,037	45,787
Land Acquisition	871,000	610,000
Total Reserve & Land Acquisition Funds	\$1,070,587	2,003,282
<p>1 Fund balances shown for 2012, prior to the approval of the Sustainability Plan, and projected end 2018, one year post final year of Plan implementation</p> <p>2 Historic Properties Maintenance funded through revenues from lease of Mettawas Train Station and through general levy for JRPH</p>		



2019 Projected Reserves and Capital Plan											
	Capital Reserve	Revenue Stabilization	Grant Matching	Vehicle/Equipment	Suite/IT	Human Resources	Legal/Ins.	Historic Properties	Tree Warranty	Other Watershed	Total Reserves
Opening Balance (01/01/2019)	578,508	146,342	100,000	45,787	285,508	22,280	53,000	24,000	90,000	47,857	1,393,282
Transfers to Reserve	200,000	19,500						7,000			226,500
Interest	15,000										
Repayments	140,885	12,000									152,885
Available Balance	934,393	177,842	100,000	45,787	285,508	22,280	53,000	31,000	90,000	47,857	1,787,667
Reserve Fund Transfers											
HBCA Workshop/Board-walk	239,000										239,000
HBCA Roads	180,000										180,000
HBCA Natural Playground	35,000										35,000
HBCA Classroom	20,000										20,000
CSG Pedestrian Bridge	30,000										30,000
JRPH Shoreline	25,000										25,000
Capital R&M	20,000										20,000
CA Signage	16,000										16,000
Enbridge Wetland	10,000										10,000
Scanning Equipment					32,000						32,000
Accounting Software					8,000						8,000
Total Expenses	575,000				40,000						615,000
Projected Closing Balance	359,393	177,842	100,000	45,787	245,508	22,280	53,000	31,000	90,000	47,857	1,172,667

Clean Water~Green Spaces Allocations	Annual Investment ¹		Actual	Proposed
	2012	2013-2017	2018	2019
Restoration/Tree Planting and Incentives	120,000	100,000	110,000	160,000
Water quality initiatives and research	80,000	100,000	137,000	126,000
Other program support – Watershed planning, information systems, special studies (climate change, etc.), public outreach/education, corporate support	50,000	106,000	164,000	174,400
Accumulated deficit	0	96,000	0	0
Reserves and Land Acquisition Funding				
Infrastructure reserves	0	425,000	120,000	0
Operational/Administrative/Revenue reserves	0	44,400	0	0
Matching Grant/Capital project contingency reserves	0	20,000	60,000	0
Land Acquisition/Securement	800,000	158,600	458,600	589,600
Total Clean Water~Green Spaces	\$1,050,000	\$1,050,000	\$1,050,000	\$1,050,000
¹ Annual investments identified for 2012, prior to the approval of the Sustainability Plan, and annual investments during each of the five years (2013-2017) of Plan Implementation.				

FUNDING THE PLACE FOR LIFE

Implementing the 2012-2017 Sustainability Plan significantly enhanced ERCA's corporate sustainability by: eliminating the accumulated operational deficit; funding infrastructure deficit; creating capital and operational reserves; and restructuring the organization from seven to four departments, in part, to address underfunded key priorities. Through these efforts, ERCA was able to offset increases in levy that would have been otherwise required to support these essential and mission-critical functions that are levy-funded at comparable Conservation Authorities.

This model was followed again in the 2018 budget with additional allocations to support the externally driven demands for technical/engineering capacity, and research/data needs in the water quality and research programs. At

the same time, ERCA was still able to complete acquisition of two high priority properties during this period with matching Federal funds.

In keeping with Board direction, a new 5-year Sustainability Plan will be developed in 2019 to guide implementation of Strategic Plan priorities over the next five years. This Plan will consider both municipal levies and the CW~GS program to define a long-term solution to funding the Authority's legislated activities and mandate and improve the health of our watersheds.

The 2019 Draft Budget continues to follow the current Sustainability Plan model where appropriate to prepare ERCA and the Essex Region to best capitalize on those opportunities. This includes:

- Clean Water~Green Spaces Funding Related Programs. The 2019 Budget continues to include Clean Water~Green

2013-2017 Sustainability Plan: A Way Forward

ERCA's 2012-2017 Sustainability Plan: A Way Forward was developed to address four key sustainability issues facing the Authority at that time:

- Elimination of the historic accumulated operational deficit, which was \$478,000 in 2012.
- Introduction of Capital Reserves which have allowed ERCA to invest in conservation areas and replace failing infrastructure at Holiday Beach, John R. Park Homestead, Maidstone, Kopegaron Woods, Hillman Marsh, and the Chrysler Canada Greenway; and allow ERCA to manage public infrastructure concerns as they arise instead of closing facilities.
- Introduction of Operational Reserves provide a buffer for expenses which are difficult to predict and which can significantly impact the Authority's financial condition. Reserves related to revenues buffer sudden and unpredictable revenue declines related to: weather, closure of properties or economic downturns. Grant matching reserves allow the Authority to maximize government grant opportunities.
- Organizational restructuring provided savings which were redirected to key programs with declining, or at risk third party funding supports. This has enhanced ERCA's science and research capacity and has allowed ERCA to participate in new research partnerships, rural stewardship programs, and water quality programs.

Spaces funding to support related programs as a transitional means of reducing potential levy increases until such time as a new Sustainability Plan can be developed and approved by the Board.

- Offsetting Budget with Accumulated Surplus. The 2019 budget includes an anticipated surplus of \$100,359 from 2018.

ERCA has a demonstrated history of balancing projects and priorities with local investment, and we understand the challenges municipalities face. For example, we implemented the 5-Year Sustainability Plan including introduction of capital and operational reserves, deficit elimination, and organizational stabilization with no increase in contributions directly attributable to those outcomes.

Similarly, in 2017, ERCA released a report that showed that between 2012 and 2017, ERCA received \$26.5 million in total levy contributions,

and generated \$35 million in new outside funding in support of regional environmental programs, drinking water source protection, water and erosion control, land securement and restoration. This is in addition to the programs and services we provide municipalities and provides a sound and consistent investment. This is further demonstrated in ERCA's 2019 Budget, which includes almost \$2.3 million in leveraged funding for projects described above. This represents 30% of the total ERCA budget. When combined with fee for service revenues, 55% of ERCA's budget is funded through non-levy sources of funding.

While this builds a strong case for support, it is only enough to maintain the 'status quo'. It is not enough to improve the health of our watersheds, keep beaches open more, deal with phosphorous and blue-green algae in our lakes, provide open spaces and trails that are accessible for people to use, connect and

ERCA's 2019 Budget is \$7,708,571, which includes a total levy contribution of \$3,238,667. This is an increase of \$89,915 or 32 cents per person (from \$9.68 to \$10.00).

ERCA's Annual Revenues for programs and services again ranks in the top 10 of all 36 Conservation Authorities. At the same time, ERCA's operational levy funds approximately one-third of its operations, placing ERCA in the bottom five of all Conservation Authorities, and well below the provincial average (42%). While the average CA levy supporting operations was \$16.42/capita, ERCA's levy supporting operations in 2018 was only \$9.68/capita, which included funds for land acquisition and capital and operational reserves.

restore forests, wetlands and habitats. These are essential for sustainable communities to build resilience to climate change, and importantly, attracting and retaining the talent this region desires. Further, as funding programs change and evolve with changes in government priorities, or are reduced or eliminated, and as new interests seek funding, it is harder to continue to support key programs with external support - programs that are funded by levy in other conservation authorities.

Creating and sustaining the Place for Life is not our work alone. It is what we do together with municipalities, our neighbours, our universities and colleges, our donors, our local and regional agencies, and the many other partners we work with. To make a difference, we need to celebrate our successes, and we need to increase the scope, scale and intensity of our joint efforts to create a place we can be proud of and celebrate – one we can call home. For life.





DRAFT

Essex Region Conservation
the place for life

2019 DRAFT BUDGET

APPENDIX 1: BUDGET SCHEDULES



Essex Region
Conservation Authority
sustaining the place for life



ESSEX REGION CONSERVATION AUTHORITY	2019	2018	2018	2017
2019 DRAFT BUDGET	DRAFT	BUDGET	PROJECTION	AUDITED
WATERSHED MANAGEMENT SERVICES				
DEVELOPMENT & PLANNING SERVICES				
REGULATIONS, DEVELOPMENT REVIEWS & RELATED INQUIRIES				
GENERAL LEVY	210,000	164,000	164,000	142,779
MUNICIPAL	-	3,000	-	-
PROVINCIAL GRANTS	-	-	-	-
OTHER GRANTS/USER FEES/RECOVERIES	450,000	472,800	445,500	451,231
	660,000	675,800	609,500	594,010
WAGES	555,000	526,000	505,500	480,562
CONSULTING	2,000	1,000	3,500	-
SUPPLIES/OFFICE/JANITORIAL	10,100	14,600	21,600	17,509
VEHICLE/TRAVEL/EQUIP'T USAGE	14,000	12,000	13,900	11,271
CORP SUPPORT/SHARED SVCS	86,000	60,000	65,000	71,480
RENT/INS/TAXES/UTILITIES	12,000	12,000	12,500	12,614
AUDIT AND LEGAL	5,000	10,000	-	422
	684,300	636,200	622,220	594,075
MUNICIPAL PLANNING SUPPORT/PLANNING RELATED STUDIES				
GENERAL LEVY	66,180	66,180	66,180	74,000
CW~GS LEVY	54,400	51,000	51,000	51,000
MUNICIPAL	-	-	1,500	-
PROVINCIAL GRANTS	61,763	61,963	68,000	87,062
OTHER GRANTS/USER FEES/RECOVERIES	90,000	94,000	90,000	90,140
	272,343	267,143	276,680	302,202
WAGES	241,500	240,200	248,787	257,237
CONSULTING	500	500	1,000	280
SUPPLIES/OFFICE/JANITORIAL	-	1,100	1,300	2,329
VEHICLE/TRAVEL/EQUIP'T USAGE	350	1,000	700	968
CORP SUPPORT/SHARED SVCS	33,000	27,500	30,000	34,240
RENT/INS/TAXES/UTILITIES	4,000	4,000	4,000	3,440
DUES/MEMBERSHIPS	900	-	1,000	61
SMALL MISC	-	-	-	3,619
	280,250	274,300	286,787	302,174
WATER RESOURCES ENGINEERING				
FLOOD FORECASTING & FLOOD/EROSION ASSESS'T				
GENERAL LEVY	128,500	112,300	120,000	120,921
MUNICIPAL	-	3,000	-	-
PROVINCIAL GRANTS	128,500	114,300	120,000	120,921
	257,000	229,600	240,000	241,842
WAGES	173,500	145,000	161,100	159,262
CONSTRUCTION	-	6,000	-	-
WEATHER STN/INFO'N/DATA SVCS	31,300	32,000	32,000	29,628
SUPPLIES/OFFICE/JANITORIAL	7,550	9,600	10,900	11,813
VEHICLE/TRAVEL/EQUIP'T USAGE	6,650	7,000	4,250	6,568
CORP SUPPORT/SHARED SVCS	30,000	24,000	22,750	27,691
RENT/INS/TAXES/UTILITIES	8,000	6,000	7,000	6,880
	257,000	229,600	238,000	241,842



ESSEX REGION CONSERVATION AUTHORITY	2019	2018	2018	2017
2019 DRAFT BUDGET	DRAFT	BUDGET	PROJECTION	AUDITED
TECHNICAL STUDIES COORDINATION & ASSESSMENTS(STORMWATER,DRAINAGE,IDF)/ FLOOD HAZARDS MODELLING				
GENERAL LEVY	-	46,000	46,000	21,000
CW~GS LEVY	60,000	63,400	63,400	17,000
MUNICIPAL/OTHER	-	5,000	-	17,517
PROVINCIAL GRANTS	12,000	5,000	11,263	9,322
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	(33,200)	(6,934)
	72,000	119,400	87,463	57,905
WAGES	85,000	100,000	67,938	36,561
CONSTRUCTION	-	10,000	3,914	16,094
CONSULTING	1,650	500	2,058	329
VEHICLE/TRAVEL/EQUIP'T USAGE	1,000	1,000	1,500	764
CORP SUPPORT/SHARED SVCS	8,790	9,600	10,750	3,700
DUES/MEMBERSHIPS/SUPPLIES	560	500	560	560
	97,000	121,600	86,720	58,007
WECI (WATER AND EROSION CONTROL INFRASTRUCTURE PROJECTS)				
MUNICIPAL	300,000	915,000	2,266,744	927,173
PROVINCIAL GRANTS	-	30,000	24,000	87,139
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	43,000	73,529	162,897
	300,000	988,000	2,364,273	1,177,210
PROJECT MANAGEMENT WAGES	5,000	10,000	13,131	32,496
CONSULTING/OUTSIDE ENGINEERING	-	32,375	37,438	111,765
CONSTRUCTION	293,000	940,000	2,306,325	1,015,806
TRAVEL/VEHICLE/ADMINISTRATION/OVERHEAD	2,000	5,625	7,221	17,329
	300,000	988,000	2,364,115	1,177,396
WATERSHED MANAGEMENT SERVICES				
REVENUES				
GENERAL LEVY	404,680	388,480	396,180	358,700
CW~GS LEVY	114,400	114,400	114,400	68,000
MUNICIPAL	300,000	926,000	2,268,244	944,391
PROVINCIAL GRANTS	202,263	211,263	223,263	304,444
FEDERAL GRANTS	-	-	-	-
OTHER GRANTS/USER FEES	540,000	566,800	535,500	541,671
IN-KIND	-	-	-	-
TRANSFER TO/FROM DEF REVENUES	-	43,000	40,329	155,963
	1,561,343	2,249,943	3,577,916	2,373,169
EXPENSES	1,618,550	2,249,700	3,597,842	2,373,494
SURPLUS/(DEFICIT)	(57,207)	243	(19,926)	(325)



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
CONSERVATION SERVICES					
GENERAL PROGRAM/LAND MANAGEMENT, OPERATIONS, AND DEVELOPMENT					
OPERATIONS AND DEVELOPMENT					
GENERAL LEVY	141,000	141,000	133,300	131,000	
OTHER GRANTS/USER FEES	-	-	-	(12,589)	
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	-	-	
	141,000	141,000	133,300	118,411	
WAGES	127,600	138,100	127,635	88,544	
SUPPLIES/OFFICE/JANITORIAL	2,700	6,400	4,450	9,588	
VEHICLE/TRAVEL/EQUIP'T USAGE	1,500	2,400	1,650	2,806	
CORP SUPPORT/SHARED SVCS	20,000	14,000	17,000	14,000	
	151,800	160,900	269,235	114,939	
LAND ACQUISITION AND ACQUISITION PLANNING					
CW~GS LEVY	589,600	458,600	458,600	171,600	
FEDERAL OR PROVINCIAL GRANTS	-	500,000	-	359,600	
TRANSFERS (TO)/FROM DEFERRED REVENUES	(567,600)	67,900	(405,850)	944,418	
	22,000	1,026,500	52,750	1,475,618	
WAGES	7,500	12,500	15,250	11,303	
PROPERTY	-	1,000,000	-	3,562	
LEGAL, SURVEYING,CONSULTING	12,500	12,000	35,500	14,607	
CORP SUPPORT	2,000	2,000	2,000	4,500	
	22,000	1,026,500	52,750	33,972	
CONSERVATION SERVICES					
TREE PLANTING AND RESTORATION					
CW~GS LEVY	160,000	110,000	110,000	100,000	
PROVINCIAL GRANTS	35,000	40,000	36,945	40,000	
FEDERAL GRANTS	560,000	900,000	1,030,645	418,940	
OTHER GRANTS/USER FEES	611,163	513,500	713,031	722,840	
IN-KIND	3,500	20,000	3,444	4,039	
TRANSFERS (TO)/FROM DEFERRED REVENUES	120,000	120,000	(129,150)	202,150	
	1,489,663	1,703,500	1,764,914	1,487,969	
WAGES	428,000	406,000	509,991	480,070	
CONSTRUCTION/ENGINEERING/CONSULTING	581,500	604,800	544,200	327,040	
SUPPLIES/OFFICE/JANITORIAL	39,000	86,300	66,800	58,963	
VEHICLE/TRAVEL/EQUIP'T USAGE	73,700	92,000	100,200	99,737	
PLANT MAT/LANDOWNER GRANTS	275,750	404,000	405,750	433,764	
CORP SUPPORT/SHARED SVCS	80,000	82,000	100,558	82,750	
RENT/INS/TAXES/UTILITIES	6,000	6,000	7,500	8,202	
IN KIND SVCS SUPPLIES	3,500	20,000	3,444	4,039	
CAP MAINT/LOW VALUE ASSETS	2,000	-	2,400	1,695	
SMALL MISC	-	-	-	-	
	1,489,450	1,701,100	1,740,843	1,496,260	



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
WATER, SOIL & OR SEPTIC IMPROVEMENTS (Landowner Incentive Programs)					
CW~GS LEVY			37,000	37,000	37,000
IN-KIND			-	28,000	37,196
TRANSFERS (TO)/FROM DEFERRED REVENUES			22,000	7,500	24,283
			59,000	72,500	98,479
	Moved to				
WAGES	Water Quality		30,000	16,500	25,679
VEHICLE/TRAVEL/EQUIP'T USAGE			800	1,200	1,010
PLANT MAT/LANDOWNER GRANTS			23,400	23,000	28,594
CORP SUPPORT/SHARED SVCS			4,500	3,800	5,000
IN KIND SVCS SUPPLIES			-	28,000	37,196
			59,000	72,500	98,479
CONSERVATION AREAS - OPERATIONS, MAINTENANCE, ENHANCEMENT					
CONSERVATION AREAS - ALL (EXCL. HBCA/JRPH)					
GENERAL LEVY		461,742	416,019	416,019	394,000
FEDERAL GRANTS		36,600	40,500	37,300	52,783
OTHER GRANTS/USER FEES		125,100	111,350	108,580	151,204
TRANSFERS (TO)/FROM DEFERRED REVENUES		-	-	-	8,884
TRANSFERS TO/FROM RESERVES		(7,000)	(7,000)	(7,000)	(10,000)
		616,442	560,869	554,899	596,871
WAGES		272,150	246,050	227,678	192,251
CONSTRUCTION		-	6,100	-	26,929
ENGINEERING/CONSULTING		1,000	4,000	600	5,993
SUPPLIES/OFFICE/JANITORIAL		50,850	51,850	52,500	60,699
VEHICLE/TRAVEL/EQUIP'T USAGE		95,000	83,750	68,960	102,594
PLANT MAT/LANDOWNER GRANTS		35,000	7,500	10,000	24,202
CORP SUPPORT/SHARED SVCS		70,050	47,300	63,700	60,120
RENT/INS/TAXES/UTILITIES		88,350	109,950	93,025	102,790
CAP MAINT/LOW VALUE ASSETS		25,500	23,500	22,100	21,641
		637,900	580,000	538,563	597,220
HOLIDAY BEACH					
GENERAL LEVY		96,680	96,680	96,680	96,680
OTHER GRANTS/USER FEES		228,850	208,900	229,300	181,020
PROJECT TRANSFERS		2,450	2,500	2,100	42,150
TRANSFERS (TO)/FROM RESERVES		(12,000)	(11,000)	(12,000)	(12,000)
		315,980	297,080	316,080	307,850
WAGES		144,200	132,000	137,900	128,992
CONSULTING/ENGINEERING		2,800	4,500	3,740	5,314
SUPPLIES/OFFICE/JANITORIAL		39,200	45,600	46,800	55,469
VEHICLE/TRAVEL/EQUIP'T USAGE		22,500	17,000	17,200	22,949
CORP SUPPORT/SHARED SVCS		30,000	22,000	22,000	18,000
RENT/INS/TAXES/UTILITIES		31,500	44,000	30,000	44,158
MAJOR MAINT/ROADS/VEGETATION MGMT		26,500	30,000	29,970	26,995
		296,700	295,600	287,610	301,878



ESSEX REGION CONSERVATION AUTHORITY	2019	2018	2018	2017
2019 DRAFT BUDGET	DRAFT	BUDGET	PROJECTION	AUDITED
JOHN R PARK HOMESTEAD				
GENERAL LEVY	160,000	160,000	160,000	142,000
PROVINCIAL GRANTS	23,688	23,700	23,688	23,688
OTHER GRANTS/USER FEES	91,400	96,500	81,500	109,707
TRANSFERS (TO)/FROM RESERVES	-	(10,000)	-	(2,000)
	275,088	270,200	265,188	273,395
WAGES	194,600	195,000	176,500	184,077
CONSULTING/ENGINEERING	17,500	2,500	16,500	546
SUPPLIES/OFFICE/JANITORIAL	25,150	21,500	26,270	28,717
VEHICLE/TRAVEL/EQUIP'T USAGE	1,550	3,850	3,575	4,322
CORP SUPPORT/SHARED SVCS	25,000	20,000	20,000	10,000
RENT/INS/TAXES/UTILITIES	19,300	14,700	19,300	17,997
CAP MAINT/LOW VALUE ASSETS	500	11,700	5,100	18,474
	283,600	269,250	267,245	264,133
CONSERVATION AREAS CAPITAL OR MAJOR MAINTENANCE				
GENERAL LEVY	-	-	-	-
CW~GS LEVY	-	60,000	60,000	20,000
MUNICIPAL	-	-	-	-
PROVINCIAL GRANTS	-	-	-	-
FEDERAL GRANTS	-	-	63,000	-
OTHER GRANTS/ERCF	140,885	155,000	214,945	493,133
TRANSFERS (TO)/FROM RESERVES	434,115	55,000	168,650	554,386
	575,000	270,000	506,595	1,067,519
WAGES	35,000	15,000	51,397	21,189
CONSTRUCTION	511,000	190,000	310,101	24,887
ENGINEERING/CONSULTING	25,000	65,000	29,352	3,831
SUPPLIES/OFFICE/JANITORIAL	-	-	71,231	9,887
VEHICLE/TRAVEL/EQUIP'T USAGE	-	-	26,610	814
CORP SUPPORT/SHARED SVCS	4,000	-	16,700	16,310
	575,000	270,000	505,391	76,917
FLEET & EQUIPMENT				
OTHER GRANTS/USER FEES/RECOVERIES	199,000	210,000	198,166	232,099
TRANSFERS (TO)/FROM RESERVES	-	-	15,000	70,000
	199,000	210,000	213,166	302,099
MAINTENANCE/REPAIRS	65,700	60,500	63,000	83,902
FUEL	36,500	36,000	40,500	38,426
LICENCES/MISC	19,150	14,150	21,000	14,655
AMORTIZATION	83,000	85,000	85,000	84,316
	204,350	195,650	209,500	221,299
RESEARCH & MONITORING				
DRINKING WATER SOURCE PROTECTION PROGRAM (MOECC)				
PROVINCIAL GRANTS	103,350	112,500	103,103	91,835
TRANSFERS (TO)/FROM DEFERRED REVENUES	18,000	3,000	-	9,823
	121,350	115,500	103,103	101,659
WAGES	103,000	100,500	80,203	76,548
SUPPLIES/OFFICE/JANITORIAL	3,950	6,600	6,350	11,764
VEHICLE/TRAVEL/EQUIP'T USAGE	1,800	1,100	2,050	1,647
CORP SUPPORT/SHARED SVCS	9,000	5,100	10,000	9,600
RENT/INS/TAXES/UTILITIES	1,100	1,200	-	1,100
PER DIEMS/MISC	2,500	1,000	4,500	1,000
	121,350	115,500	103,103	101,659



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017	
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED	
	WATER QUALITY RELATED ACTIVITIES AND STUDIES (Quality/Quantity Research & Monitoring, Greenhouse Studies, Nutrient Loading Studies)					
	GENERAL LEVY	47,000	47,000	47,000	47,000	
	CW~GS LEVY	126,000	100,000	100,000	63,000	
	MUNICIPAL	65,750	13,300	23,000	58,113	
	PROVINCIAL GRANTS	-	166,000	121,550	290,900	
	FEDERAL GRANTS	105,181	10,000	355,622	214,113	
	OTHER	31,700	21,800	30,800	17,841	
	TRANSFERS (TO)/FROM DEFERRED REVENUES	164,150	72,500	(30,374)	19,457	
		539,781	430,600	647,598	710,424	
	WAGES	293,295	232,000	305,554	305,832	
	CONSULTING	17,000	56,450	69,500	60,763	
	SUPPLIES/LAB	15,850	25,350	37,902	42,611	
	VEHICLE/TRAVEL/EQUIP'T USAGE	12,200	10,000	23,902	28,207	
	PLANT MAT/LANDOWNER GRANTS	129,886	71,000	74,600	133,279	
	CORP SUPPORT/SHARED SVCS	52,400	35,500	48,369	47,120	
	RENT/INS/TAXES/UTILITIES	2,800	1,300	-	3,143	
	PROJECT EQUIPMENT	-	1,500	82,740	89,718	
		523,431	433,100	642,567	710,672	
		SPECIAL LONG TERM INITIATIVES (CLIMATE CHANGE/DETROIT RIVER CLEANUP)				
PROVINCIAL GRANTS		72,500	85,000	72,500	100,500	
FEDERAL GRANTS		72,500	95,000	119,375	118,750	
OTHER GRANTS/USER FEES		-	-	-	29,646	
TRANSFERS (TO)/FROM DEFERRED REVENUES		73,500	108,000	4,125	14,103	
		218,500	288,000	196,000	262,999	
WAGES		208,000	204,500	138,000	188,167	
ENGINEERING/CONSULTING		-	2,400	500	2,601	
SUPPLIES/OFFICE/JANITORIAL		15,000	31,600	22,900	32,537	
VEHICLE/TRAVEL/EQUIP'T USAGE		2,500	4,900	3,600	6,025	
PLANT MAT/LANDOWNER GRANTS		10,000	14,600	10,000	21,669	
CORP SUPPORT/SHARED SVCS		33,000	30,000	21,000	12,000	
		268,500	288,000	196,000	262,999	
		CONSERVATION SERVICES				
		REVENUES				
		GENERAL LEVY	906,422	860,699	852,999	810,680
		CW~GS LEVY	875,600	765,600	765,600	391,600
		MUNICIPAL	65,750	13,300	23,000	58,113
		PROVINCIAL GRANTS	234,538	427,200	357,786	546,923
	FEDERAL GRANTS	774,281	1,545,500	1,605,942	1,090,472	
	OTHER GRANTS/USER FEES	1,412,098	1,317,050	1,576,322	1,998,613	
	IN-KIND	19,500	20,000	31,444	41,235	
	TRANSFER TO/FROM DEF REVENUES	(191,950)	393,400	(553,749)	1,223,118	
		4,096,239	5,342,749	4,659,343	6,160,755	
	EXPENSES (INCLUDES FLEET/EQUIP'T AMORTIZATION)	4,590,681	5,394,600	4,765,707	4,280,425	
	SURPLUS/(DEFICIT)	(494,442)	(51,851)	(106,363)	1,880,330	
	TRANSFER (TO)/FROM RESERVES	415,115	27,000	164,650	600,386	



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
COMMUNITY SERVICES					
AWARENESS, ENVIRONMENTAL EDUCATION, COMMUNICATIONS AND SPECIAL EVENTS					
COMMUNICATIONS, PUBLIC OUTREACH & PROGRAM AWARENESS					
GENERAL LEVY	265,900	265,900	265,900	306,930	
CW~GS LEVY	35,000	25,000	25,000	-	
PROVINCIAL GRANTS	-	7,000	-	999	
OTHER GRANTS/USER FEES	3,000	3,000	23,180	11,444	
TRANSFERS (TO)/FROM DEFERRED REVENUES	-	-	2,700	-	
	303,900	300,900	316,780	319,373	
WAGES	284,000	272,000	271,565	169,267	
SUPPLIES/OFFICE/WEBSITE	17,950	16,400	13,750	28,239	
VEHICLE/TRAVEL/EQUIP'T USAGE	4,900	2,500	4,800	1,953	
CORP SUPPORT/SHARED SVCS	17,000	10,000	12,000	8,300	
PLANT MAT/LANDOWNER GRANTS	-	-	10,000	2,025	
	323,850	300,900	312,115	209,783	
STUDENT EDUCATION PROGRAM					
GENERAL LEVY	18,000	18,000	18,000	23,000	
OTHER GRANTS/USER FEES	52,000	55,000	52,500	47,758	
	70,000	73,000	70,500	70,758	
WAGES	63,000	58,000	59,000	54,621	
SUPPLIES/OFFICE/JANITORIAL	5,290	5,000	7,400	4,846	
VEHICLE/TRAVEL/EQUIP'T USAGE	2,450	1,500	1,220	1,133	
CORP SUPPORT/SHARED SVCS	9,500	7,500	7,500	8,000	
RENT/INS/TAXES/UTILITIES	-	1,000	-	500	
	80,240	73,000	75,120	69,100	
SPECIAL GRANT PROJECTS & EVENTS					
PROVINCIAL GRANTS	-	-	-	25,000	
FEDERAL GRANTS	-	-	7,200	73	
OTHER GRANTS/USER FEES	76,500	82,000	74,683	85,478	
TRANSFERS (TO)/FROM DEFERRED REVENUES	(1,000)	3,500	(4,550)	2,194	
	75,500	85,500	77,333	112,745	
WAGES	10,850	10,800	17,912	28,906	
TREES/SUPPLIES	64,650	74,700	59,435	83,207	
	75,500	85,500	77,347	112,114	
COMMUNITY SERVICES					
REVENUES					
GENERAL LEVY	283,900	283,900	283,900	329,930	
CW~GS LEVY	35,000	25,000	25,000	-	
PROVINCIAL GRANTS	-	7,000	-	25,999	
FEDERAL GRANTS	-	-	7,200	73	
OTHER GRANTS/USER FEES	131,500	140,000	150,363	144,679	
IN-KIND	-	-	-	-	
TRANSFER TO/FROM DEF REVENUES	(1,000)	3,500	(1,850)	2,194	
	449,400	459,400	464,613	502,875	
EXPENSES	479,590	459,400	464,582	390,996	
SURPLUS/(DEFICIT)	(30,190)	-	31	111,879	



ESSEX REGION CONSERVATION AUTHORITY				
2019 DRAFT BUDGET				
	2019	2018	2018	2017
	DRAFT	BUDGET	PROJECTION	AUDITED
CORPORATE SERVICES				
ADMIN/FINANCE/IT/IS/HR				
GENERAL ADMINISTRATION				
GENERAL LEVY	303,750	365,673	365,673	348,423
CW~GS LEVY	25,000	25,000	25,000	69,400
PROVINCIAL GRANTS	-	14,000	3,000	5,920
OTHER GRANTS/USER FEES/RECOVERIES	610,000	455,000	533,800	504,967
TRANSFERS (TO)/FROM DEFERRED REVENUES	10,000	-	-	-
TRANSFERS TO/FROM RESERVES	(1,000)	-	(13,000)	(55,937)
	947,750	859,673	914,473	872,773
WAGES	587,000	580,000	598,700	508,442
ERCF SUPPORT	50,000	54,500	49,086	55,851
MEMBER EXPENSES/CO DUES	54,000	53,000	53,000	51,561
AUDIT/LEGAL/CONSULTING	30,000	28,000	52,000	24,143
SUPPLIES/EQUIPT/NETWORK	73,250	63,650	55,450	62,648
OCCUPANCY/PHONE	132,000	130,500	131,800	125,030
TRAVEL & BD/STAFF MEETINGS	7,500	7,250	7,600	7,491
RETIREE BENEFITS	13,000	16,000	12,000	12,550
	946,750	876,500	959,636	847,714
CORPORATE SERVICES				
REVENUES				
GENERAL LEVY	303,750	365,673	365,673	348,423
CW~GS LEVY	25,000	25,000	25,000	69,400
PROVINCIAL GRANTS	-	14,000	3,000	5,920
INTERNAL RECOVERIES/GRANTS	656,000	455,000	533,800	504,967
TRANSFER TO/FROM DEF REVENUES	10,000	-	-	-
	994,750	859,673	927,473	928,710
EXPENSES	992,750	932,900	959,636	847,714
SURPLUS/(DEFICIT)	2,000	(73,227)	(32,163)	80,995
TRANSFER (TO)/FROM RESERVES	(1,000)	-	(13,000)	(55,937)



ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
OTHER					
TANGIBLE ASSET REPLACEMENT FUNDING. RESERVE TRANSFERS AND DEFICIT MITIGATION					
GENERAL LEVY	200,000	200,000	200,000	150,000	
CWGS	-	120,000	120,000	521,000	
TRANSFER TO/FROM RESERVES	(200,000)	(320,000)	(320,000)	(828,000)	
GAIN ON DISPOSAL OF ASSETS	-	-	-	228,000	
DECREASE IN ACCUMULATED DEFICIT	-	-	-	71,000	
CORPORATE TOTAL					
TOTAL REVENUES	7,297,682	9,231,265	9,951,445	10,908,664	
TOTAL EXPENSES	7,893,071	9,238,600	9,999,267	8,089,102	
SURPLUS/(DEFICIT)	(595,389)	(7,335)	(47,821)	2,819,563	
TOTAL GENERAL LEVY	2,098,752	2,098,752	2,098,752	1,997,733	
TOTAL CWGS LEVY	1,050,000	1,050,000	1,050,000	1,050,000	
TOTAL LEVY	3,148,752	3,148,752	3,148,752	3,047,733	
MUNICIPAL PROJECT CONTRIBUTIONS	365,750	936,300	2,291,244	1,002,504	
PROVINCIAL GRANTS	436,801	659,463	584,049	883,286	
FEDERAL GRANTS	774,281	1,545,500	1,613,142	1,092,550	
DONATIONS (ERCF AND OTHER)	689,785	506,600	591,425	835,456	
OTHER INCL FEE FOR SVC	1,321,763	1,364,750	1,540,160	1,850,287	
IN KIND DONATIONS	19,500	20,000	31,444	118,335	
INTERNAL RECOVERIES	704,000	610,000	650,000	654,204	
TRANSFERS (TO)/FROM DEFERRED REVENUES	(162,950)	439,900	(498,770)	1,424,309	
	7,297,682	9,231,265	9,951,445	10,908,664	
FUNCTIONAL EXPENSES					
WAGES/BENEFITS	3,902,095	3,730,350	3,796,727	3,505,200	
CONSTRUCTION	1,275,500	1,712,100	3,102,896	1,291,422	
ALLOCATED CORP SUPPORT/SHARED SVCS	708,190	632,075	683,144	700,408	
PLANT MATERIALS/LANDOWNER GRANTS	462,086	530,000	545,020	654,399	
TCA AMORTIZATION	294,500	287,000	296,500	280,788	
OFFICE/PROGRAM & CA SUPPLIES	282,940	376,600	401,867	382,382	
RENT//TAXES/UTILITIES/SECURITY	245,800	275,000	255,200	283,516	
ENGINEERING/CONSULTING/OUTSIDE TECHNICAL	193,050	239,525	279,594	344,932	
VEHICLE/TRAVEL/EQUIP'T USAGE & RENTALS	157,550	121,850	188,132	174,026	
IT/SOFTWARE/DATA SERVICES	104,700	72,200	98,148	107,235	
INSURANCE, AUDIT AND LEGAL	103,250	105,950	109,175	94,103	
MAINTENANCE/REPAIRS	74,500	61,200	138,930	149,410	
DUES/MEMBERSHIPS	43,810	42,050	43,980	41,837	
IN KIND SVCS SUPPLIES	19,500	20,000	31,444	41,235	
BOARD/MEMBER EXPENSES	16,500	15,000	18,500	14,270	
BANK/CREDIT CARD CHGS/INTEREST	9,100	17,700	10,010	23,937	
LAND ACQUISITION	TBD	1,000,000	-	-	
TOTAL EXPENSES	7,893,071	9,238,600	9,999,267	8,089,102	







ESSEX REGION CONSERVATION AUTHORITY		2019	2018	2018	2017
2019 DRAFT BUDGET		DRAFT	BUDGET	PROJECTION	AUDITED
TOTAL REVENUES (ACCRUAL BASIS)		7,297,682	9,231,265	9,951,445	10,908,664
TOTAL EXPENSES (ACCRUAL BASIS)		7,893,071	9,238,600	9,999,267	8,089,102
SURPLUS/(DEFICIT) (ACCRUAL BASIS)		(595,389)	(7,335)	(47,821)	2,819,563
ADD/SUBTRACT: NON CASH ITEMS					
DONATION OF LAND TO ERCA		-	-	-	(77,100)
GAIN/LOSS ON SALE/TRADE-IN VEH/EQUIPMENT		-	-	-	(23,798)
AMORTIZATION		294,500	287,000	296,500	280,788
DEDUCT: CAPITAL ITEMS					
LAND ACQUISITION (NET OF SALES/EXPROPRIATIONS)			-	-	(1,364,547)
CAPITAL - FLEET & EQUIPMENT		(110,000)	(100,000)	(111,350)	(160,840)
CAPITAL - INFRASTRUCTURE			-	-	(989,394)
(DECREASE)/INCREASE IN NET SURPLUS		(410,889)	179,665	137,329	484,671
TOTAL REVENUES (CASH BASIS)		7,297,682	9,231,265	9,951,445	10,807,766
TOTAL EXPENSES (CASH BASIS)		7,708,571	9,051,600	9,814,117	10,323,095
SURPLUS/(DEFICIT) (CASH BASIS)		(410,889)	179,665	137,329	484,671
NET TRANSFER (TO)/FROM RESERVES		220,615	(293,000)	(168,350)	(283,551)
UNRESTRICTED SURPLUS/(DEFICIT)		(190,274)	(113,335)	(31,021)	201,120
(DECREASES)/(INCREASES) OPERATING FUND DEFICIT					
TARGETED DEFICIT MITIGATION (SUSTAINABILITY PLAN) 5 YEARS @\$96k					\$ 480,000
2012 ACTUAL UNRESTRICTED SURPLUS					41,000
2013 ACTUAL UNRESTRICTED SURPLUS					120,335
2014 ACTUAL UNRESTRICTED SURPLUS					66,428
2015 ACTUAL UNRESTRICTED SURPLUS					121,185
2016 ACTUAL UNRESTRICTED SURPLUS					61,312
2017 ACTUAL UNRESTRICTED SURPLUS					201,120
2018 PROJECTED UNRESTRICTED SURPLUS					(31,021)
ACTUAL/PROJECTED TOTAL DEFICIT MITIGATION (2013-2017)					\$ 580,359
SURPLUS IN EXCESS OF TARGET					100,359
2019 BUDGET DEFICIT					(190,274)
PROPOSED 2019 ADDITIONAL OPERATING LEVY					89,915
PHASED-IN LEVY FOR CAPITAL ASSET REPLACEMENT					-
PROPOSED TOTAL LEVY INCREASE 2019					\$ 89,915

NOTE: The actual numbers shown for capital items, for 2018 and 2019 will change once the assets under construction are removed from the operating accounts and capitalized as tangible assets. Those accounting entries will not impact the estimated changes in the reserve funds or the unrestricted surplus.

WHERE DOES YOUR \$10 GO?



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Contact us

360 Fairview Avenue West
Suite 311, Essex, ON N8M 1Y6

p. 519.776.5209

f. 519.776.8688

w. www.essexregionconservation.ca



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
(519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

January 3, 2019

To: Members of Kingsville Council
From: Kingsville Striking Committee

RE: 2019-2022 Appointments to Boards and Committees for Kingsville

Members of the Kingsville Striking Committee, comprised of Mayor Nelson Santos, Deputy Mayor Gord Queen and Councillor Tony Gaffan met on Wednesday, January 2nd to review applications for Lay Appointees to various municipal boards and committees to represent the Town of Kingsville.

The Committee is pleased to report that 73 letters of interest and applications were received for the various lay appointments in addition to the Council member committee requests. A summary report of the recommended committee appointments is attached for Council consideration.

While the level of interest from the community has increased, there are a set of committees that are not at full complement and still have vacancies for community volunteers and representation. Under the Accessibility Committee, there are two vacant positions for persons recognized with a disability to serve. In an effort to meet these legislative requirements, it is recommended that invitation letters be sent to area organizations who support persons with disabilities seeking potential candidates for these positions in addition to a new round of public advertising for members. Additional vacancies are found in the Migration Festival, Communities in Bloom, and Fantasy of Lights committees, and the request is to also open up public notice seeking members of the public to apply.

Respectfully submitted,

A handwritten signature in dark ink on a yellow background. The signature is cursive and appears to read "Nelson Santos".

Mayor Nelson Santos

2019 - 2022 RECOMMENDED BOARD/COMMITTEE APPOINTMENTS

Committee Of Adjustment

Council Appointments:

1. Deputy Mayor Gord Queen
2. Councillor Thomas Neufeld

Lay Appointments:

1. Russell Horrocks
2. Shannon Olson
3. Allison Vilardi

Communities in Bloom

Council Appointments:

1. Councillor Thomas Neufeld

Lay Appointments:

1. Mary Baruth
2. Alan Batke
3. Melissa Tremaine-Snip

E.L.K. Energy Nominees

1. Nelson Santos

2. Lydia Miljan

Fantasy of Lights

Council Appointees:

1. Mayor Nelson Santos
2. Councillor Tony Gaffan

Lay Appointees:

- | | |
|----------------|------------------|
| 1. Chris Anson | 5. David Laman |
| 2. Tom Coke | 6. Steve l'Anson |
| 3. Doug Doey | |
| 4. Lori Duhig | |

Kingsville Accessibility Advisory Committee

Council Appointee:

1. Councillor Larry Patterson

Lay Appointees:

1. Jackie Barraco (D)
2. Chris Anson
3. Stephanie Olewski (D)
4. Vacant

Kingsville Highland Games Committee

Council Appointee:

1. Councillor Kimberly DeYong

Lay Appointees:

- | | |
|---------------------------|----------------------|
| 1. Robyn Braybrook-Gard | 7. Tom Omstead |
| 2. Patricia Reid Crichton | 8. Doug Plumb |
| 3. Matthew Dick | 9. Beth Riddiford |
| 4. Helena Nelson | 10. Douglas Robinson |
| 5. Donald Noels | 11. Ray Silvius |
| 6. Helen Noels | 12. Robert Stafford |
| | 13. Barry Wilson |

Kingsville Municipal Heritage Advisory Committee

Council Appointee:

1. Councillor Kimberly DeYong

Lay Appointees:

- | | |
|-------------------------|-------------------|
| 1. Mary Baruth | 5. Margie Luffman |
| 2. Elvira Cacciavillani | 6. Shannon Olson |
| 3. Bruce Durward | 7. Sarah Sacheli |
| 4. Anna Lamarche | |

Kingsville Tourism & Economic Development Committee

Council Appointees:

Mayor Nelson Santos
Councillor Tony Gaffan

Lay Appointees:

1. Bruce Durward 4. Sheri Lowrie
2. Dave Hunt 5. Mark Somerville
3. Michele Law

Mettawas Waterfront Park Fundraising Committee

Council Appointees:

Mayor Nelson Santos
Councillor Tony Gaffan

Lay Appointees:

1. Sue Child 3. Marilyn Farnworth
2. William Escott 4. Matt Kraus

Migration Festival Committee

Council Appointee:

1. Councillor Laura Lucier

Lay Appointees:

1. Mary Baruth 6. Vacant
2. Robyn Braybrook-Gard 7. Vacant
3. Susan Girardin 8. Vacant
4. Matt Kraus 9. Vacant
5. Diane-Marie Swiderski 10. Vacant
11. Vacant

Kingsville Parks, Recreation, Arts & Culture Committee

Council Appointees:

1. Mayor Nelson Santos
2. Deputy Mayor Gord Queen
3. Councillor Thomas Neufeld

Lay Appointees:

1. Aaron Hickmott
2. Mitchell Shields
3. Melissa Tremaine-Snip

Planning Advisory Committee

Council Appointments:

1. Deputy Mayor Gord Queen
2. Councillor Laura Lucier

Lay Appointments:

1. Wayne Latam
2. John Lein
3. Lorrie Mensch

Police Services Board

Council Appointees:

1. Mayor Nelson Santos
2. Councillor Kimberly DeYong

Lay Appointee:

1. Will Chisholm

Recommendation:

1. THAT Council adopt the recommended board and committee lay appointments for the Corporation of the Town of Kingsville as presented and that the appropriate by-law be adopted at this meeting of council.



**INAUGURAL MEETING OF COUNCIL
MINUTES**

**Monday, December 3, 2018
7:00 PM
Council Chambers
2021 Division Road N
Kingsville, Ontario N9Y 2Y9**

Members of Council	Mayor Nelson Santos Deputy Mayor Gord Queen Councillor Tony Gaffan Councillor Thomas Neufeld Councillor Larry Patterson Councillor Kimberly DeYong Councillor Laura Lucier
Members of Administration	J. Astrologo, Director of Corporate Services R. Brown, Manager of Planning Services M. Durocher, Parks & Recreation Program Manager J. Galea, Human Resources Manager T. Del Greco, Municipal Services Manager S. Kitchen, Deputy Clerk-Council Services S. Martinho, Public Works Manager R. McLeod, Director of Financial Services C. Parsons, Fire Chief A. Plancke, Director of Municipal Services P. Valore, Chief Building Official P. Van Mierlo-West, CAO

A. CALL TO ORDER

Director of Corporate Services/Clerk Jennifer Astrologo called the Inaugural Meeting to order at 7:00 p.m.

B. MOMENT OF SILENCE AND REFLECTION

Director Astrologo asked those present to stand and observe a moment of silence and reflection to be followed by the playing of O'Canada.

C. PLAYING OF NATIONAL ANTHEM

D. OPENING REMARKS AND WELCOME

CAO P. Van Mierlo-West welcomed the 2018-2022 Council Elect and indicated that she is looking forward to working with the new Council during this upcoming Council term.

E. DECLARATIONS OF OFFICE

1. Mayor Elect Nelson Santos

Director Astrologo administered the prescribed Declaration of Elected Office under Section 232 of the *Municipal Act, 2001*, as amended, to Mayor Nelson Santos, who signed the same before her.

2. Deputy Mayor Elect Gord Queen

Director Astrologo administered the Declaration of Office to Deputy Mayor Gord Queen, who signed the same before her.

3. Councillors Elect:

Director Astrologo administered the Declaration of Office collectively to Councillors Kimberly DeYong, Tony Gaffan, Laura Lucier, Thomas Neufeld and Larry Patterson, who each signed their respective Declaration of Office before her.

Mayor Santos assumed the Chair as Head of Council.

F. CLOSING REMARKS

Mayor Santos, Deputy Mayor Queen and each member of Council expressed thanks to their respective families and friends and the residents of this community.

G. ADJOURNMENT

654-2018

Moved by Councillor Larry Patterson

Seconded by Councillor Tony Gaffan

That Council adjourn this Inaugural Meeting of Council at 7:18 p.m.

CARRIED

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo



**SPECIAL MEETING OF COUNCIL
MINUTES**

**Tuesday, December 4, 2018
1:00 PM
Council Chambers
2021 Division Road N
Kingsville, Ontario N9Y 2Y9**

Members of Council	Mayor Nelson Santos Deputy Mayor Gord Queen Councillor Kimberly DeYong Councillor Tony Gaffan Councillor Laura Lucier Councillor Thomas Neufeld Councillor Larry Patterson
Members of Administration	J. Astrologo, Director of Corporate Services S. Martinho, Public Works Manager R. McLeod, Director of Financial Services P. Van Mierlo-West, CAO T. Hong, Manager of Financial Services

A. CALL TO ORDER

Mayor Santos called the Special Meeting to order at 1:00 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST

Mayor Santos reminded Council that any declaration is to be made prior to each item being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

C. COUNCIL ORIENTATION PRESENTATIONS

- 1. Ontario Good Roads Association Webinar entitled "Introduction to Asset Management for Elected Officials"**

The OGRA webinar was viewed by Council.

2. Director of Financial Services Ryan McLeod--Financial Services Dept. overview

655-2018

Moved by Councillor Laura Lucier

Seconded by Councillor Tony Gaffan

That Council receive Presentation by Director of Financial Services R. McLeod entitled 'Town of Kingsville Asset Management Plan'.

CARRIED

D. CONFIRMATORY BY-LAW

1. By-law 128-2018

656-2018

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Larry Patterson

That Council read By-law 128-2018, being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its December 4, 2018 Special Meeting a first, second and third and final time.

CARRIED

E. ADJOURNMENT

657-2018

Moved by Councillor Tony Gaffan

Seconded by Councillor Laura Lucier

That Council adjourns this Special Meeting of Council (Council Orientation Session No. 1) at 3:40 p.m.

CARRIED

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo



**REGULAR MEETING OF COUNCIL
MINUTES**

**Monday, December 10, 2018
7:00 PM**

**Kingsville Arena Complex - Auditorium A
1741 Jasperson Lane
Kingsville, ON N9Y 3J4**

Members of Council	Mayor Nelson Santos Deputy Mayor Gord Queen Councillor Tony Gaffan Councillor Thomas Neufeld Councillor Larry Patterson Councillor Kimberly DeYong Councillor Laura Lucier
Members of Administration	J. Astrologo, Director of Corporate Services R. Brown, Manager of Planning Services S. Kitchen, Deputy Clerk-Council Services R. McLeod, Director of Financial Services P. Van Mierlo-West, CAO

A. CALL TO ORDER

Mayor Santos called the Regular Meeting to order at 7:00 p.m.

B. MOMENT OF SILENCE AND REFLECTION

Mayor Santos asked those present to stand and observe a moment of silence and reflection to be followed by the playing of O'Canada.

C. PLAYING OF NATIONAL ANTHEM

D. DISCLOSURE OF PECUNIARY INTEREST

Mayor Santos reminded Council that any declaration is to be made prior to each item being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

Councillor Neufeld declared an interest with respect to Closed Session Agenda Item P-1, being one of the applicants to be considered by Kingsville Council as a nominee representative to serve on the Essex County Library (ECL) Board.

E. PRESENTATIONS/DELEGATIONS

1. Michael Burns, spokesperson on behalf of Kingsville Property Owners Group RE: Greenhouse concerns

Mr. Burns presented the PowerPoint presentation as spokesperson for the group.

2. Dr. Justine Taylor, Ontario Greenhouse Vegetable Growers-- Overview of Greenhouse Operations in Kingsville

Dr. Justine Taylor, OGVG Science and Governmental Relations Manager, and George Gilvesy, OGVG Chair, provided an overview of greenhouse operations in Kingsville.

F. MATTERS SUBJECT TO NOTICE

1. Application for Zoning By-law Amendment ZBA/34/18 by Maurice Trepanier 882 County Rd 8, Pt Lot 25, CON 2, Except Pt 1 12R8986

R. Brown, Manager of Planning Services.

i) Notice of Complete Application and Public Meeting: Zoning By-law Amendment, dated November 2, 2018;

ii) Notice of Complete Application and Public Meeting: Zoning By-law Amendment (Meeting Location Change), dated December 3, 2018;

iii) Report of Manager of Planning Services K. Brcic, dated November 30, 2018.

iv) Proposed By-law 129-2018, being a by-law to amend By-law 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville.

Comments:

There were no questions or comments from anyone in attendance in the audience.

658-2018

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Larry Patterson

That Council approve Zoning By-law Amendment application ZBA/34/18 to rezone the subject lands as a condition of Consent File B/16/18 from 'Agriculture (A1)' to 'Agriculture – Restricted (A2)' on the lands known as 882 Country Road 8, Part Lot 25, Concession 2, Except Part 1 on 12R8986, in the Town of Kingsville and adopt the implementing by-law.

CARRIED

G. AMENDMENTS TO THE AGENDA

Deputy Mayor Queen added one Notice of Motion.

H. ADOPTION OF ACCOUNTS

- 1. Town of Kingsville Accounts for the monthly period ended November 30, 2018 being TD cheque numbers 0067105 to 0067445 for a grand total of \$2,135,041.44**

R. McLeod, Director of Financial Services

659-2018

Moved By Councillor Larry Patterson

Seconded By Councillor Thomas Neufeld

That Council approve Town of Kingsville Accounts for the monthly period ended November 30, 2018, being TD cheque numbers 0067105 to 0067445 for a grand total of \$2,135,041.44.

CARRIED

I. STAFF REPORTS

- 1. Report on Cannabis**

P. Van Mierlo-West, CAO

660-2018

Moved By Councillor Thomas Neufeld

Seconded By Councillor Tony Gaffan

That Council receive the Report of CAO P. Van Mierlo-West titled Report on Cannabis for information.

CARRIED

2. 2018 Site Plan Approval Update

R. Brown, Manager of Planning Services

661-2018

Moved By Councillor Thomas Neufeld

Seconded By Deputy Mayor Gord Queen

That Council receive the 2018 Site Plan Update Report for information purposes.

CARRIED

3. 2018 Year End Capital Project Carry Overs and Reserve Transfers

R. McLeod, Director of Financial Services

662-2018

Moved By Councillor Kimberly DeYong

Seconded By Councillor Tony Gaffan

That Council approve capital and operating transfers to reserves as outlined in the table in Report FS-2018-16.

CARRIED

4. 2019 Draft Budget Submission & Executive Summary

R. McLeod, Director of Financial Services

663-2018

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Kimberly DeYong

That Council receive the 2019 draft Municipal Budget and set the following budget deliberation dates: Thursday, January 17, 2019 from 9:00 a.m. to 3:00 p.m., Wednesday, January 30, 2019 from 9:00 a.m. to 3:00 p.m., and, if necessary, Tuesday, February 19th, 2019 at 9:00 a.m.

CARRIED

5. Appointment Process – County Council Alternate

J. Astrologo, Director of Corporate Services

664-2018

Moved By Councillor Larry Patterson

Seconded By Councillor Kimberly DeYong

That Councillor Tony Gaffan is hereby appointed as the Alternate Member to County Council for the term of this Council ending November 14, 2022.

CARRIED

6. Kingsville Highland Games Committee – Terms of Reference

P. Van Mierlo-West, CAO

665-2018

Moved By Councillor Laura Lucier

Seconded By Councillor Thomas Neufeld

That Terms of Reference for the Kingsville Highland Games Committee be approved; and that advertising for resident position begin immediately.

CARRIED

J. BUSINESS/CORRESPONDENCE-ACTION REQUIRED

1. Council Member Committee Appointments

666-2018

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Larry Patterson

That the 2018 Striking Committee Report for Council members be received and that the Council Appointments be approved effective December 10, 2018; And further that the Town of Kingsville Appointment By-law be updated at a future meeting of Town Council.

CARRIED

K. MINUTES OF THE PREVIOUS MEETINGS

- 1. Regular Meeting of Council Minutes--November 26, 2018**
- 2. Regular "Closed Session" Meeting of Council Minutes--November 26, 2018**

667-2018

Moved By Councillor Laura Lucier

Seconded By Councillor Tony Gaffan

That Council adopts the Regular Meeting of Council Minutes dated November 26, 2018 and the Regular "Closed Session" Meeting of Council Minutes dated November 26, 2018.

CARRIED

L. BUSINESS CORRESPONDENCE - INFORMATIONAL

- 1. Greater Essex County District School Board --Correspondence from Chairperson McKinley dated November 30, 2018 to Ontario Premier and to Attorney General and Minister of Francophone Affairs RE: Cannabis Retail Stores Proximity to Schools--GECDSB Comments**
- 2. Essex Region Conservation Foundation--Letter of thanks dated November 27, 2018 for Kingsville being a Route Sponsor during the annual ERCA Bike Tour**
- 3. Town of Kearney--Correspondence received November 23, 2018 RE: Council Resolution re: Voters' List for Municipal Elections**
- 4. Municipality of Northern Bruce Peninsula--Correspondence dated December 3, 2018 RE: Support of Town of Kearney Resolution**

668-2018

Moved By Councillor Kimberly DeYong

Seconded By Councillor Laura Lucier

That Council support Resolution #10.(d)(iii)/21/11/2018 of the Council of The Corporation of the Town of Kearney in regard to the creation, maintenance and general quality of the Municipal Voters' List.

CARRIED

669-2018

Moved By Councillor Larry Patterson

Seconded By Councillor Thomas Neufeld

That Council receives Business Correspondence - Informational Items 1 through 4.

CARRIED

M. NOTICES OF MOTION

1. Deputy Mayor Gord Queen may move, or cause to have moved:

That the Fees By-law for the Town of Kingsville be updated to include the Rental Cost of the new Grovedale House on Park St.

670-2018

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Tony Gaffan

That the Fees By-law for the Town of Kingsville be updated to include the Rental Cost of the new Grovedale House on Park Street.

CARRIED

2. Councillor Kimberly DeYong may move, or cause to have moved:

That Administration provide a report on options for recording Council meetings and having it made available for the public, including what other municipalities are doing.

671-2018

Moved By Councillor Kimberly DeYong

Seconded By Councillor Larry Patterson

That Administration provide a report on options for recording Council meetings and having it made available for the public, including what other municipalities are doing.

CARRIED

3. Deputy Mayor Gord Queen indicated that he may, at the next Regular Meeting, move or cause to have moved that the Town of Kingsville opt out of cannabis retail stores.

N. UNFINISHED BUSINESS, ANNOUNCEMENTS AND UPDATES

Mayor Santos thanked the Kingsville Fire Department firefighters for their efforts in fighting a large fire on a commercial property on Road 3 East today, and also expressed special thanks for the assistance from local Fire Departments across the County, including emergency responders from Windsor, as they continue to fight the fire this evening.

O. BYLAWS

1. By-law 124-2018

672-2018

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Tony Gaffan

That Council read By-law 124-2018, being a by-law under the Municipal Act, 2001, Part 13, Section 408; to authorize the issue of two series of debentures to consolidate the financing of construction and/or maintenance of numerous drains all in the Town of Kingsville, a first, second and third and final time.

CARRIED

2. By-law 129-2018

673-2018

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Larry Patterson

That Council read By-law 129-2018, being a By-law to amend By-law No. 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville (ZBA/34/18, 882 County Road 8) a first, second and third and final time.

CARRIED

P. CLOSED SESSION

674-2018

Moved By Councillor Kimberly DeYong

Seconded By Councillor Larry Patterson

That Council at 8:26 p.m. enter into Closed Session to address the following item:

1. 239(2)(b) personal matters about identifiable individuals, including municipal or local board employees, being: Kingsville Representative Library Board Member Applications.

CARRIED

Q. REPORT OUT OF CLOSED SESSION

Upon rising from Closed Session at 8:48 p.m. Mayor Santos indicated that Council considered applications from Kingsville representatives for the Essex County Library (ECL) Board.

Councillor Neufeld had left Council Chambers prior to any closed session discussion, having declared an interest pertaining to Closed Session Item P.1, and did return.

675-2018

Moved By Councillor Larry Patterson

Seconded By Councillor Laura Lucier

That Council nominate Councillor Kimberly DeYong as The Corporation of the Town of Kingsville Nominee to the Essex County Library Board.

CARRIED

R. CONFIRMATORY BY-LAW

1. By-law 130-2018

676-2018

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Laura Lucier

That Council read By-law 130-2018, being a by-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its December 10, 2018 Regular Meeting a first, second and third and final time.

CARRIED

S. ADJOURNMENT

677-2018

Moved By Councillor Laura Lucier

Seconded By Councillor Kimberly DeYong

That Council adjourn this Regular Meeting at 8:49 p.m.

CARRIED



**SPECIAL MEETING OF COUNCIL
MINUTES**

**Tuesday, December 11, 2018
1:00 PM
Council Chambers
2021 Division Road N
Kingsville, Ontario N9Y 2Y9**

Members of Council	Deputy Mayor Gord Queen Councillor Tony Gaffan Councillor Thomas Neufeld Councillor Larry Patterson Councillor Kimberly DeYong Councillor Laura Lucier
Absent	Mayor Nelson Santos
Members of Administration	J. Astrologo, Director of Corporate Services S. Kitchen, Deputy Clerk-Council Services A. Plancke, Director of Municipal Services P. Van Mierlo-West, CAO

A. CALL TO ORDER

Deputy Mayor Queen assumed the Chair in the absence of Mayor Santos and called the Special Meeting to order at 1:00 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST

Deputy Mayor Queen reminded Council that any declaration is to be made prior to each item being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

C. COUNCIL ORIENTATION PRESENTATIONS

1. C.A.O.'s Department

P. Van Mierlo-West, CAO

Following Ms. Van Mierlo-West's presentation at 2:30 p.m., Deputy Mayor Queen called for a brief recess. The meeting reconvened at 2:36 p.m.

2. Municipal Governance

J. Astrologo, Director of Corporate Services/Clerk

Director Astrologo presented the Municipal Governance information.

3. Kingsville B.I.A.

Christina Bedal, BIA Coordinator

Ms. Bedal presented the BIA overview presentation.

D. CONFIRMATORY BY-LAW

1. By-law 131-2018

678-2018

Moved by Councillor Kimberly DeYong

Seconded by Councillor Tony Gaffan

That Council reads By-law 131-2018, being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its December 11, 2018 Special Meeting a first, second and third and final time.

CARRIED

E. ADJOURNMENT

679-2018

Moved by Councillor Thomas Neufeld

Seconded by Councillor Laura Lucier

That Council adjourns this Special Meeting of Council (Council Orientation Session No. 2) at 4:12 p.m.

CARRIED

DEPUTY MAYOR, Gord Queen

CLERK, Jennifer Astrologo



**SPECIAL MEETING OF COUNCIL
MINUTES**

**Monday, December 17, 2018
7:00 PM
Lakeside Pavilion
315 Queen Street
Kingsville, ON N9Y 1Y8**

Members of Council	Mayor Nelson Santos Deputy Mayor Gord Queen Councillor Tony Gaffan Councillor Thomas Neufeld Councillor Larry Patterson Councillor Kimberly DeYong Councillor Laura Lucier
Members of Administration	J. Astrologo, Director of Corporate Services S. Kitchen, Deputy Clerk-Council Services P. Van Mierlo-West, CAO

A. CALL TO ORDER

Mayor Santos called the Special Meeting to order at 7:00 p.m.

B. MOMENT OF SILENCE AND REFLECTION

Mayor Santos asked those present to stand and observe a moment of silence and reflection to be followed by the playing of O'Canada.

C. PLAYING OF NATIONAL ANTHEM

D. DISCLOSURE OF PECUNIARY INTEREST

Mayor Santos reminded Council that any declaration is to be made prior to each item being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

E. PRESENTATIONS/DELEGATIONS

Mayor Santos advised that the purpose of this Special Meeting is to obtain information regarding cannabis retail legislation as well as an opportunity for public input. He announced that there is a Town of Kingsville Cannabis Retail Survey form available at this meeting. He encouraged residents to complete the form and leave it with the Deputy Clerk, or return it to the Municipal Office before January 2, 2019.

1. Eric Nadalin, Manager, Chronic Disease and Injury Prevention, Windsor-Essex County Health Unit

Mr. Nadalin presented his PowerPoint presentation entitled "Municipal Considerations for Cannabis Retail" and the Windsor-Essex County Health Unit's recommendation to opt out of retail stores in this municipality to allow for time to conduct a more formal public and stakeholder engagement process, to integrate lessons from other Ontario municipalities, and to learn more about provincial regulations and create a local regulatory framework. He indicated that WECHU has not yet formalized recommendations to the Province.

2. Mary K. Durocher, Owner and Principal Consultant, Fox D Consulting--Retail Cannabis Legislation Presentation

Ms. Durocher presented her PowerPoint presentation pertaining to recreational Retail Cannabis Legislation. She recommended that the municipality opt-out of having cannabis retail stores within its jurisdiction at the present time, having in mind that a municipality that decides to prohibit cannabis retail stores may later reverse its decision; however, under the *Cannabis Licence Act, 2018* a decision by a municipality to allow cannabis retail stores is final and may not be subsequently reversed. Ms. Durocher responded to various questions from Council members.

Comments and questions from the audience:

Craig Wright, 225 Prince Albert St. N., asked if Ms. Durocher is a paid consultant. Ms. Durocher explained that Fox D Consulting is a regulatory consulting firm focusing on the cannabis market for applicants and producers across Canada, but is not a consultant for Ontario Greenhouse Vegetable Growers (OGVG). Mr. Wright asked for more information pertaining to the number of retail cannabis licences that will be allowed across Ontario. Ms. Durocher stated that because the Province has indicated there is a supply shortage, initially there will be only 25 licences issued to private entities across Ontario (approved by a lottery system), 7 of which will be situated in the West Region of Ontario for regions with a population of over 50,000.

L. Taylor, Wigle Grove, asked if the licensed producers would be able to open a retail store. Ms. Durocher informed that they could open one retail store location, but they would have to win the lottery, and any licensed producer cannot enter in the lottery system until 2020. Ms. Taylor stated that, knowing she will not have a dispensary until many years in the future, she would be supportive to Kingsville 'opting in' to obtain the tax dollars from the Province.

Nick Willemsma, 1038 Road 3 East, asked if the Town does choose to opt out, does it then "lose the tax dollars". Ms. Durocher indicated that the Town can opt in anytime, even after opting out. However, if the Town opts in now, it cannot opt out.

Joanne Rivard, 222 Sandybrook Way, asked for clarification regarding the 15-day public consultation process, specifically whether the consultation is similar to the LCBO liquor licensing public consultation. Ms. Durocher stated that the process is somewhat similar.

Gail Helmer, 112 Golfview inquired as to whether notice of the Cannabis Retail Survey form will be published in the local newspapers.

Kyle Renda, 269 Lansdowne Avenue indicated his support of the municipality opting in now, rather than waiting and hearing the repetitive discussions. Ms. Durocher suggested that she thinks the municipality would want to take the time to consult with members and other municipalities and learn from any potential mistakes that may occur from opting in at this time, when they have not taken into account all the variables and aspects that may not be available at this time.

Jim Shean, 50 Golfview and 16 McLean, indicated there is a lot of confusion and lack of clarity from the Province and he urged Council to opt out at the present time and take a good look at the situation at hand until all matters of concern have been fully answered from both sides.

Linda Lyman, 1039 Birch Avenue encouraged Council to opt-in, stating that she uses cannabis for health and wellness, that the rules are changing, and the plant has helped her deal with her health concerns.

Brian Dupuis, 195 Woodycrest Avenue asked about Ms. Durocher's comments pertaining to odours coming from agricultural-zoned property. Ms. Durocher explained that the Municipality of Leamington's by-laws specifically relating to cannabis are currently being challenged by the Local Planning Appeal Tribunal.

Mayor Santos again encouraged residents in attendance to complete the Cannabis Retail Survey. The Town will be reviewing the responses and Council

will consider a report from Administration and making a decision on this matter at its January 14, 2019 Regular Meeting.

F. CONFIRMATORY BY-LAW

1. By-law 132-2018

680-2018

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Larry Patterson

That Council reads By-law 132-2018 being a By-law to confirm the proceedings of Council of The Corporation of the Town of Kingsville at its December 17, 2018 Special Meeting a first, second and third and final time.

CARRIED

G. ADJOURNMENT

681-2018

Moved by Councillor Laura Lucier

Seconded by Councillor Thomas Neufeld

That Council adjourn this Special Meeting at 9:02 p.m.

CARRIED

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo



**SPECIAL MEETING OF COUNCIL
MINUTES**

Tuesday, December 18, 2018

1:00 PM

Council Chambers

2021 Division Road N

Kingsville, Ontario N9Y 2Y9

Members of Council	Deputy Mayor Gord Queen (@1:05 p.m.) Councillor Tony Gaffan Councillor Thomas Neufeld Councillor Larry Patterson Councillor Kimberly DeYong Councillor Laura Lucier
Absent	Mayor Nelson Santos
Members of Administration	J. Astrologo, Director of Corporate Services R. Brown, Manager of Planning Services M. Durocher, Parks & Recreation Program Manager J. Galea, Human Resources Manager T. Del Greco, Municipal Services Manager T. Iacobelli, Manager of Information Technology S. Martinho, Public Works Manager R. McLeod, Director of Financial Services S. Moore, Fire Prevention Officer C. Parsons, Fire Chief A. Plancke, Director of Municipal Services P. Valore, Chief Building Official P. Van Mierlo-West, CAO D. Wolicki, Manager of Municipal Facilities and Property T. Hong, Manager of Financial Services

A. CALL TO ORDER

Councillor Tony Gaffan assumed the Chair in the absence of Mayor Santos and called the Special Meeting to order at 1:00 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of interest.

C. DEPARTMENT PRESENTATIONS

Councillor Gaffan brought forward Agenda Item C-6, being Building Department Presentation

6. Building Dept. - P. Valore, Chief Building Official

Deputy Mayor Queen arrived at 1:05 p.m. and assumed the Chair.

1. **Financial Services - R. McLeod, Director of Financial Services**
- a. **Information Technology - T. Iacobelli, Information Technology Manager**
2. **Corporate Services - J. Astrologo, Director of Corporate Services/Clerk**
- a. **Human Resources - J. Galea, Manager of Human Resources**
3. **Kingsville Fire Department - C. Parsons, Fire Chief**
4. **Planning Services - R. Brown, Manager of Planning Services**
5. **Municipal Services - G. A. Plancke, Director of Municipal Services**
- a. **Public Works - S. Martinho, Manager of Public Works**
- b. **Facilities - D. Wolicki, Manager of Municipal Facilities & Property**
7. **Parks and Recreation - M. Durocher, Parks & Recreation Program Manager**

D. CONFIRMATORY BY-LAW

1. **By-law 133-2018**

682-2018

Moved by Deputy Mayor Gord Queen

Seconded by Councillor Kimberly DeYong

That Council read By-law 133-2018, being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its December 19, 2018 Special Meeting, a first, second and third and final time.

CARRIED

E. ADJOURNMENT

683-2018

Moved by Councillor Thomas Neufeld

Seconded by Councillor Tony Gaffan

That Council adjourn this Special Meeting (Council Orientation Session No. 3) at 4:02 p.m.

CARRIED

DEPUTY MAYOR, Gord Queen

CLERK, Jennifer Astrologo



**SPECIAL MEETING OF COUNCIL
MINUTES**

**Wednesday, December 19, 2018
1:00 PM
Council Chambers
2021 Division Road N
Kingsville, Ontario N9Y 2Y9**

Members of Council	Mayor Nelson Santos Deputy Mayor Gord Queen Councillor Tony Gaffan Councillor Thomas Neufeld Councillor Larry Patterson Councillor Kimberly DeYong Councillor Laura Lucier
Members of Administration	J. Astrologo, Director of Corporate Services T. Del Greco, Municipal Services Manager S. Martinho, Public Works Manager A. Plancke, Director of Municipal Services P. Van Mierlo-West, CAO

A. CALL TO ORDER

Mayor Santos called the Special Meeting to order at 1:00 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST

Mayor Santos reminded Council that any declaration is to be made prior to each item being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

C. Municipal Road Tour

Members of Council and Administration in attendance (as noted above) boarded the bus for the Municipal Road tour at 1:01 p.m.

D. CONFIRMATORY BY-LAW

1. By-law 134-2018

684-2018

Moved by Councillor Kimberly DeYong

Seconded by Councillor Laura Lucier

That Council read By-law 134-2018, being a by-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its December 19, 2018 Special Meeting, a first, second and third and final time.

CARRIED

E. ADJOURNMENT

685-2018

Moved by Councillor Laura Lucier

Seconded by Councillor Larry Patterson

That Council adjourn this Special Meeting of Council at 2:40 p.m.

CARRIED

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo



JOINT BOARD OF MANAGEMENT

Thursday, September 27, 2018
9:00 AM

Ruthven Water Treatment Plant,
Board Room
1615 Union Avenue
Ruthven, Ontario

MINUTES

Members Present: Deputy Mayor MacDonald (Chair); Councillors Dunn, Jacobs, Hammond, Verbeke - Leamington
Mayor Nelson Santos (Vice-Chair); Deputy Mayor Queen,
Councillors Gaffan, Neufeld, Patterson - Kingsville
Mayor McDermott - Essex

Members Absent: Mayor Paterson - Leamington
Councillor Diemer - Lakeshore

UWSS Staff

Present: Rodney Bouchard, UWSS Manager
Khristine Johnson, Recording Secretary

Municipal

Staff Present: Shaun Martinho - Kingsville

OCWA Staff

Present: Dale Dillen, Ken Penney

Call to Order: 9:01 am

Disclosures of Pecuniary Interest: none

Adoption of UWSS Minutes:

No. UW-42-18

Moved by: Councillor Jacobs

Seconded by: Deputy Mayor Queen

That Minutes of the UWSS Joint Board of Management meeting of July 18, 2018
be received.

Carried

Adoption of UWSS Special Minutes:

No. UW-43-18

Moved by: Councillor Patterson

Seconded by: Councillor Hammond

That the Minutes of the UWSS Joint Board of Management Special meeting of Thursday, July 26, 2018 be received.

Carried

Business Arising Out of the Minutes:

There was none.

Reports/Correspondence

Report UW/22/18 dated September 21, 2018 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to September 21, 2018

The Manager notes that he wanted to ensure that this meeting was slightly shorter than normal due to the upcoming elections he wanted to keep things simple, but still provide information to members of the board.

The Manager notes that the Essex Water Tower (EWT) rehabilitation project has been completed. The EWT was put back into service on August 21st and the Notice of Completion form was issued on August 28th. He reminds members that the warranty inspection will take place two (2) years from now and then the final release of warranty and maintenance holdbacks will occur at that time. He also informs the board members that more lights will be added around the tower bowl, however, OCWA staff will take care of this item.

The Leamington Water Tower (LWT) warranty inspection took place over the summer and the new cathodic protection system was installed. The LWT was put back into service on August 2, 2018 with no issues. The Manager notes that he is very pleased with the work the contractor, JDCMI, has done on both LWT and EWTs.

Last month he had reported High Lift Pump #1 had a vibration. Since that time the motor has been inspected, repaired and returned to service.

The UWSS is currently undertaking a water rate study for the financial plan and working with Watson & Associates. He confirms that all data has been provided and he expects to have a draft of the study completed by the end of October.

The CO₂ pH Adjustment system project is moving along nicely. He confirms that the geotechnical study has been completed and the 90% design report should be completed shortly. He is hoping to break ground before the end of this year and everything in place for operations in the spring of 2019. He also confirms that so far this project is within the approved budget. The Manager also confirms that UWSS has entered into a five (5) year contract with Air Liquide to provide the bulk CO₂, the tank, monitoring and filling when needed.

The SCADA project is also moving along well with most of the background gathering information completed. The Wonderware platform has been chosen for this system and it is anticipated that construction of the project will be awarded by December 2018. He believes this project will then take one (1) year to complete.

The shop roof has been replaced and the warranty has been received. The surge tanks have been inspected by PW Makar. As they have never been inspected there was some worry, however all seems well. These tanks protect the system against water hammer and prevent pipes from bursting.

C3 has been retained to assist with the updated water model and will be working with the municipalities to calibrate and obtain actual data to better understand water use. The C3 Water team was arriving the next day to do actual pump testing.

The Manager notes that the residual management pile is going to be smaller as DiMenna Excavating will be removing 1500 tons. There is a small charge to bring it to the EWSWA to be used for daily cover, but there is still no approval from the MOECC to use anywhere else.

The Town of Kingsville has received a 100% rating on its MOE inspection.

The Manager then discusses restructuring and notes that the legal and financial team have developed all the necessary documents, investigating credit rating and working towards developing agreements and bylaws. The Board asks the Manager which towns UWSS is waiting for. The Manager indicates that Leamington and Kingsville have provided approvals, but Lakeshore received the information and Essex is waiting on a staff report.

The Manager then notes that flows are up quite a bit over last year, however, there is still lots of capacity in the system. There is then a small discussion regarding the chlorine smell. The Manager then discusses the switch to free chlorine.

No. UW-44-18

Moved by: Mayor McDermott

Seconded by: Councillor Jacobs

That report UW/22/18 dated June 15, 2017 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to September 21, 2018 is received.

Report UW/23/18 dated September 21, 2018, re: Payments from July 13 to September 21, 2018

No. UW45-18

Moved by: Councillor Verbeke

Seconded by: Councillor Dunn

That Report UW/23/18 dated September 21, 2018 re: Payments from July 13 to September 21, 2018 is received.

Carried (UW23/18)

New Business:

The Manager briefly discusses the new UWSS wall map that is being developed.

Adjournment:

Moved by: Councillor Patterson

Seconded by: Councillor Hammond

That the meeting adjourn at 9:30 am

Carried

Date of Next Meeting: Wednesday, October 17, 2018 at 9 am at the Ruthven Water Treatment Plant, Board Room

/kmj



MINUTES

POLICE SERVICES BOARD MEETING
Wednesday, October 24, 2018 at 5:00 p.m.
Council Chambers, Municipal Offices
2021 Division Road N., Kingsville, ON N9Y 2Y9

A. CALL TO ORDER

Vice Chairperson, Nancy Wallace-Gero called the Meeting to order at 5:00 p.m. with the following persons in attendance:

Nelson Santos	-	Chairperson (@ 5:25 pm due to other municipal business)
Nancy Wallace-Gero	-	Vice Chairperson
Larry Patterson	-	Board member
Gary Bain	-	Board member
Glenn Miller	-	O.P.P. Inspector
Brian Higgins	-	O.P.P. Sergeant
Patrick Lenehan	-	O.P.P. Staff Sergeant

Member of Administration: Roberta Baines, Deputy Clerk-Administrative Services

B. DISCLOSURE OF PECUNIARY INTEREST

Vice Chairperson, Nancy Wallace-Gero reminded members that any declaration and its general nature are to be made prior to each item being discussed.

C. PRESENTATIONS/DELEGATIONS

D. ADOPTION OF ACCOUNTS

1. Police Services Accounts – RE: Budget actuals ending September 30, 2018

40-2018 Moved by Larry Patterson, seconded by Gary Bain to receive the financial report as information.

CARRIED

E. REPORTS

1. Monthly Status Reports

- i.) Town of Kingsville PSB report and Crime Stoppers report for September 2018

Staff Sgt. Lenehan reported on the activities with the Kingsville Detachment for September 2018. He also reported that they had a successful distracted driving blitz in Kingsville that resulted in several charges.

Inspector Miller provided an update regarding property crimes. He reported that nighttime patrolling was increased and warnings issued to residents who were not locking their vehicles and securing valuables.

A press release on Project Distract will be forthcoming as a reminder to the community to avoid using their cell phone while driving.

Members discussed the recent legalization of medical marihuana and the impact on the community.

- 41-2018** Moved by Larry Patterson, seconded by Gary Bain to receive Kingsville PSB Report and Crime Stoppers report for September 2018 as information.

CARRIED

F. BUSINESS/CORRESPONDENCE

1. 2017 Progress Report, issued September 10, 2018
2. News Release RE: 2018 Court Security and Prisoner Transportation Grant allotment, issued: September 27, 2018
3. News Release RE: Training Opportunity in Chatham-Kent, issued September 28, 2018
4. Letter from Kingsville BIA, dated October 11, 2018
5. News and Updates: OAPSB Labour Seminar, issued October 17, 2018

- 42-2018** Moved by Gary Bain, seconded by Larry Patterson to receive communication items 1 through 5 as presented.

CARRIED

G. ADOPTION OF MINUTES OF PREVIOUS MEETING

1. **Adoption of Police Services Board Minutes** – held on September 26, 2018.

43-2018 Moved by Larry Patterson, seconded by Gary Bain to adopt the Police Services Board meeting minutes held on September 26, 2018.

CARRIED

Mayor Santos arrived @ 5:25 pm due to other municipal business. Vice Chair Wallace-Gero vacated the Chair and Mayor Santos assumed the Chair for the discussion of the remaining items.

H. NEW AND UNFINISHED BUSINESS

1. Windsor Essex Child/Youth Advocacy Centre
Inspector Miller provided an update on the official opening of the Centre at the St. Clair College campus and thanked the PSB members for their support.
2. Speed-monitoring trailer
Member Patterson inquired about the speed-monitoring trailer and OPP confirmed that the trailer is relocated into other needed areas in the municipality.
3. Social Media
Inspector Miller stated that OPP monitors all social media and that it will provide an appropriate response to negative posts from residents to address concerns.
4. 2019 budget items
Chair Santos inquired whether the OPP anticipates any capital items for the 2019 budget. A draft of the budget will be available for the next meeting and it was confirmed that funds are being transferred into reserves for future building replacement. Contract review is underway and a meeting has been scheduled to discuss.
5. Generator
Sergeant Higgins stated that the generator has been installed at the detachment and are waiting on Union Gas for completion.

I. CLOSED SESSION

None presented.

J. ADJOURNMENT

44-2018 Moved by Nancy Wallace-Gero, seconded by Gary Bain that Police Services Board adjourns the meeting at the hour of 5:37 p.m. and to meet again on November 28, 2018 or at the call of the Chair.

CARRIED

CHAIRPERSON, Nelson Santos

**DEPUTY CLERK-ADMINISTRATIVE SERVICES,
Roberta Baines**



MINUTES

**REGULAR MEETING OF KINGSVILLE BIA
WEDNESDAY, NOVEMBER 14, 2018 AT 6:00 P.M.
Carnegie Arts & Visitor Centre, 28 Division St. S, Kingsville, Ontario**

A. CALL TO ORDER

Beth Riddiford called the Meeting to order at 6:04 pm with the following persons in attendance:

Members of BIA Board: Beth Riddiford, Roberta Weston, Gord Queen, Heather Brown, Tony Gaffan, Trevo Loop, Izabel Muzzin, Brian Sanford

Regrets:

Absent:

Guests:

Members of Administration: Christina Bedal

B. DISCLOSURE OF PECUNIARY INTEREST

Beth Riddiford reminded members that any declaration and its general nature is to be made prior to each item being discussed. Jason Martin noted he would reclude himself from the Flower Program vote and discussion.

C. DELEGATIONS

D. AMENDMENTS TO THE AGENDA

E. ADOPTION OF ACCOUNTS

BIA Coordinator – Re: BIA Accounts as recorded in the monthly period ending October 2018. **BIA-067-2018** MOTION BY IZABEL MUZZIN AND SECONDED BY ROBERTA WESTON TO APPROVE THE ACCOUNTS FOR OCTOBER 2018. **CARRIED**

F. STAFF REPORTS

1. **BIA Coordinator Christina Bedal – Re: Monthly Activity**
The Coordinator presented her written report.
2. **COUNCIL REP**
Gord Queen shared his report. Tony Gaffan updated on the 2018 Christmas Parade.
- 3 **EDDK**
Heather Brown and Trevor Loop updated that the gift certificate promotion begins and 4 schools are participating and more members are joining the group.

G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED

1. **Facelift Grant Application - BIA-068-2018** – motion to approve \$500 in Facelift Grant money to Colette Mouawad made by Jason Martin and seconded by Heather Brown. **CARRIED**
2. **Facelift Grant Application- BIA-069-2018** – motion to deny second Facelift Grant application to Colette Mouawad made by Jason Martin and seconded by Trevor Loop. **CARRIED**
3. **Facelift Grant Application- BIA-070-2018** – motion to approve \$214.50 Facelift Grant to Marina Gibala made by Jason Martin and seconded by Trevor Loop. **CARRIED**
4. **Associate Membership Application- BIA-071-2018** – motion to approve Trevor Whaling, IG Wealth Management as an Associate Member made by Roberta Weston and seconded by Heather Brown. **CARRIED**
5. **Beaufication Communication** – an email from a member was reviewed and discussion took place to consider ways to expand upon flower planters and potentially benches.

H. MINUTES OF THE PREVIOUS MEETINGS

1. **BIA-072-2018** – motion to approve the minutes from the September 11, 2018 meeting made by Heather Brown and seconded by Brian Sanford. **CARRIED**

I. BUSINESS/ CORRESPONDENCE - INFORMATIONAL

1. **Updated Lease Agreement** – copy of the signed agreement provided
2. **Business Registry Notifications** – copies provided
3. **Police Services Board Letter** – copies provided
4. **Attendance Report** – 2018 Board meeting attendance record provided and 2019 Meeting Dates
5. **Lamp Post Painting** – to take place summer of 2019

J. NEW AND UNFINISHED BUSINESS

1. Holiday Guide Update –

- These have been distributed
- Experience with vendor not positive and seeking alternatives for 2019
- **BIA-073-2018** – motion to use Windsor Star hockey tickets to raise money for Kingsville Food Bank made by Trevor Loop and seconded by Heather Brown. **CARRIED**

2. Flower Program –

- Reviewed bid received. **BIA-074-2018** – motion to approve the bid from Cindy's Gardens with option to not do fall flower planting with notification to Cindy's by end of January 2019 made by Trevor Loop and seconded by Izabel Muzzin. **CARRIED**

3. BIA Dollar Promotion

- Updated the program is in full motion

4. Tourism Trade Shows –

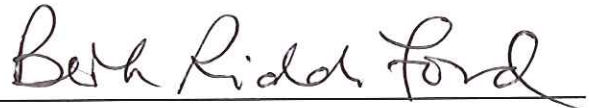
- **BIA-075-2018** – motion to approve the BIA Coordinator accompanying Tourism to three tradeshow in 2019 made by Trevor Loop and seconded by Heather Brown. **CARRIED**

5. 2019 Budget

- Draft budget was reviewed and discussed
- **BIA-076-2018** – motion to raise the BIA levy minimum to \$250 made by Tony Gaffan and seconded by Heather Brown. **CARRIED**

K. Adjournment

BIA-077-2018 Motion by Brian Sanford and seconded by Roberta Weston to adjourn the meeting at 8:04 p.m. **CARRIED**



CHAIR, Beth Riddiford



RECORDING SECRETARY, Christina Bedal

Town of Kingsville
2021 Division Rd N
Kingsville, Ontario
N9Y 2Y9

Mayor Nelson Santos and members of Town Council

Re: Kingsville Greenhouses

Dear Mr. Mayor and Council Members,

We attended the meeting on December 10 regarding the above mentioned matter. As lifelong residents of Kingsville, the fear and hate was the most disturbing.

We own and operate a greenhouse and orchard farm. The presentation represented many misconceptions about this portion of agriculture. The OGVG tried to give a broad explanation of the greenhouse farming business. It was unclear as to whether those in attendance understood what we positively contribute to this community. I would have liked to see someone question some of the information presented by Kingsville Property Owner. However I do know that a private meeting was conducted earlier. I would like to address several misguided parts of that presentation.

The actual definition of agriculture is: the science, art or occupation concerned with cultivating land, raising crops and feeding, breeding and raising of livestock, farming.

A greenhouse is simply a plastic structure to grow and hold plants to protect them from the weather. As opposed to manufacturing which deals with the assembling or fabrication on a large scale.

We, as greenhouse owners produce food. It is perishable, healthy and nutritious for everyone. This comes in the form of a 24/7 service in which we are solely responsible for in our lives. To explain anyone's day to day cycle would be fruitless. We don't complain because it has been a life we chose. We live this life because of and for the many live plants that grow in our greenhouses.

When speaking of our workers who harvest and care for our plants during the year, I ask for respect. They are people who want to earn a living for their families just like you do. They give that respect while here and they don't deserve anything less. Many reporters will have you believe misconstrued stories regarding these programs. While no one is perfect we are all doing the best we can. Dr Taylor was asked if we would hire Canadians, we have done this under many government programs. The results were not very successful. That does not mean that those jobs don't exist, they are just hard to fill. We wait for our produce our produce does not wait for us. There are still Canadians who work with packing, box making, maintenance, trucking and supervisors positions.

Kingsville Property Owners explanation of greenhouses was not very factual.

We do not remove top soil from lands. Instead it is leveled to give a good stable growing surface.

Concrete is not poured in the greenhouse growing area.

Why is a farm not entitled to have office space?

All agriculture is becoming more and more technically sophisticated. We must continue to educate ourselves so that the future for fresh fruits and vegetables can sustain itself.

We are in support of establishing a new zoning for Cannabis, as it does not relate to the fruit and vegetable industry. Greenhouse owners have tried to work with their neighbors. Mucci Farms even posted on its facebook website a public meeting regarding lighting. This was to explain and help create understanding in their phase to curtain their property. There is cooperation among us, however my hope is that people understand that we are the face of agriculture. The picture depicting the Traditional farm has not existed for a hundred years. Property values are higher than they have ever been. To date many farms have been cleared to make way for high priced housing. The conclusion being that residential and farms are truly getting closer. Now we need to find co existence for the future.

As to the future of our community I would like to point out the many businesses directly related to the greenhouse and farming life. To operate efficiently we indirectly employee this partial list of businesses:

Irrigation systems, Computer systems(office and greenhouse controls), Construction, Fabrication, Fertilizer, Seed, Biological services, CO2 companies, alarm companies (security and boiler needs), Boiler specialists, Accounting and Legal services, Food Safety personnel, along with audit companies, Insurance, Waste and Disposal, Plastics, Cardboard industry, Electrical contractors, Logistics, Plumbing and heating, Pipe Fitters, Mechanics, Engineers, Building Inspectors and Town Planners.

All of these people will be affected by the decline in the farming industry. After last night it is very unclear what direction Council is moving. All of these farms in your community are family run some with four generations. Most came from other countries and taught their children how to work and emphasized the importance of a good education. They learned well and from very small beginnings a well respected innovative way of farming began.

We would be available for any questions you may have about this topic. I am sure most growers in the area would feel the same. I am not sure if, when or who will make zoning decisions but information is the key.

Our community over the past three decades has evolved and grown in part due to the success of greenhouse farming. We are proud of the success and work hard each day to give our best for the community.

Respectfully from a community farmer,

John and Laura Mastronardi

[REDACTED]

Dear Prospective Advertiser,

On behalf of the Board of Directors, Members and Volunteers of MADD Canada, I would like to thank you for your interest in The MADD Message Yearbook.

The generosity of community-minded people like you makes it possible for MADD Canada to pursue its much-needed programs including victim support services, educational programs, youth programs and public awareness programs.

By placing an advertisement, you will be helping us in our mission *to stop impaired driving and to support victims of this violent crime*. The magazine will enable us to spread our life-saving messages even further and bring in additional revenues for our programs.

Every day in Canada, on average 4 people are killed and another 175 people are injured as a result of alcohol and drug-related crashes. You can help make all the difference in our efforts to save lives.

Thank you once again for your interest and support.

Sincerely,



Dawn Regan
Chief Operating Officer
MADD Canada

Because:

1. Your help is needed to put an end to impaired driving, the number one criminal cause of death in Canada.
2. Every day, on average, 4 Canadians are killed and 200 Canadians are injured as a result of alcohol and drug-related vehicle crashes for an average total of 1,475 deaths and 73,000 injuries each year.
3. 20,000 Canadians turn to us each year for emotional, physical and legal support they need.
4. 1,000,000 high-school kids will get the opportunity to see our *School Multi-Media Assembly Program* detailing the dangers and consequences of impaired driving.
5. Through our vast network of 7,500 dedicated volunteers, we are able to continue our mission within communities all across Canada.
6. You can be 100% confident that your donation is being used responsibly.
7. We annually submit the appropriate forms to the Canada Revenue Agency – please visit www.cra-arc.gc.ca/charities.
8. We inform our donors of how their donations are used and our financial statements and/or Annual Reports are available for viewing on our web site at www.madd.ca.
9. Our administrative and fundraising costs are reviewed annually by our National Board of Directors and external auditors.
10. As members of the Association of Fundraising Professionals, we abide by their Code of Ethics and Standards of Professional Practices. Also, as members of Imagine Canada, we adhere to their Ethical Fundraising and Accountability Code.
11. MADD Canada is a charity consisting of over 100 Chapters that are monitored and guided by a volunteer National Board of Directors who are accountable for organizational practices and procedures.
12. Since 1982, with the help of our supporters, MADD Canada has been instrumental in saving more than 30,000 lives.

***The mission of MADD Canada is to stop impaired driving
and to support victims of this violent crime.***

MADD Canada's Mission

MADD Canada's mission is to stop impaired driving and to support victims of this violent crime.

What is MADD Canada Doing About Impaired Driving?

MADD Canada is appealing all levels of government for more effective legislation and better enforcement of the law. These measures must include:

1. Lowering the legal blood-alcohol limit
2. Enhancing police enforcement powers
3. Legislating stiffer penalties for repeat offenders

Ad Sizes

Rates

Back Cover (8.25" x 10.625")*	\$2200
Inside Covers (8.25" x 10.625")*	\$1600
Full Page (8.25" x 10.625")*	\$1300
Half Page (7.5" x 4.75")	\$875
Quarter Page (3.625" x 4.75")	\$650
Banner (7.5" x 1.75")	\$550
Eighth Page (3.625" x 2.25")	\$379
Business Card (2.33" x 1.5")	\$279

applicable taxes extra

*Text content must be 1/4" inside + bleed 1/4" beyond these dimensions.

Fast Facts

Approximately 65,000 Canadians are impacted by impaired drivers annually

On average, 4 Canadians are killed and 175 are injured every day as a result of impaired driving

Motor vehicle crashes are the leading cause of death among 15 to 25 year olds, and alcohol is a factor in 45% of those crashes

MADD Canada will show its School Assembly Program to over 1 million students in Grades 7 to 12 every year!



I want to support MADD Canada by placing an ad in The MADD Message Yearbook!

PLEASE SELECT THE DESIRED AD : ALL ADS ARE IN FULL COLOUR ON GLOSS PAPER

☐ BACK COVER ☐ INSIDE COVERS ☐ FULL PAGE ☐ HALF PAGE ☐ QUARTER PAGE ☐ BANNER ☐ EIGHTH PAGE ☐ BUSINESS CARD

PLEASE SELECT THE DESIRED PAYMENT METHOD: ☐ VISA ☐ MASTERCARD ☐ AMEX ☐ INVOICE ME

CREDIT CARD # _____ EXP. DATE: ____ / ____ CVV: _____

COMPANY:_____ **DATE:**_____

AUTHORIZED SIGNATURE:_____ **PRINT NAME:**_____

THANK YOU FOR YOUR SUPPORT! CALL 1-866-767-1736

FAX: 1-866-293-3068 EMAIL: message@maddmessage.ca

www.maddmessage.ca



CORPORATION OF THE TOWN OF KINGSVILLE

2021 Division Road North
Kingsville, Ontario N9Y 2Y9

Phone: (519) 733-2305

<http://www.kingsville.ca>

Please Stay Safe, Don't Drink and Drive



December 17, 2018

Nelson Santos
Mayor
Town of Kingsville
2021 Division Road N.,
Kingsville, ON N9Y 2Y9

Dear Mayor Santos:

RE: LAS Natural Gas Program – 2016-17 Period Reserve Fund Rebate

LAS is pleased to announce a rebate to all LAS Natural Gas Program members. The amount being rebated back to your municipality is **\$3,080.93**.

This amount represents your municipality's proportionate share of the \$1.5 million reserve fund surplus that is being returned to program members that had accounts enrolled in the LAS Natural Gas Program during the 2016-17 program year (November 1, 2016 - October 31, 2017).

A copy of this letter and the cheque for your municipality has been sent to the designated LAS program contact (see CC below).

Your municipality's share of the program reserve fund was calculated using actual consumption data for all accounts enrolled in the LAS program for the period. The consumption data was aggregated at the organizational level and the payment amount is based on your proportionate share of the total LAS program volume.

We look forward to your continued involvement in this valuable program. Should you have any questions please contact Eleonore Schneider, LAS Program Manager at ext. 320 or at eschneider@amo.on.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Judy Dezell', is written over a horizontal line.

Judy Dezell
Director

CC: Ryan McLeod, Director, Financial Services/Treasurer





City of Hamilton
Hamilton City Hall
71 Main Street West, 1st Floor
Hamilton, Ontario
Canada L8P 4Y5
www.hamilton.ca

Stephanie Paparella
Legislative Coordinator
Office of the City Clerk
Phone (905) 546-2424 Ext. 3993
Fax # (905) 546-2095
stephanie.paparella@hamilton.ca

January 3, 2019

Doug Brewer
Director of Policy
Ministry of Municipal Affairs
777 Bay Street, 17th Floor
Toronto, ON
M5G 2E5

Minister's Chief of Staff
Ministry of Finance
Frost Building South, 7th Floor
7 Queen's Park Crescent
Toronto, ON
M7A 1Y7

Carla Y. Nell
Vice President, Municipal and Stakeholder
Relations
Municipal Property Assessment Corporation
1340 Pickering Parkway, Suite 101
Pickering, ON
L1V 0C4

Angela Morgan, CMO, AOMC
President
AMCTO
2680 Skymark Avenue
Mississauga, ON
L4W 5L6

Stéphane Perrault
Chief Electoral Officer of Canada
Elections Canada
30 Victoria Street
Gatineau, Quebec
K1A 0M6

Greg Essensa
Chief Electoral Office of Ontario
Elections Ontario
51 Rolark Drive
Toronto ON
M1R 3B1

Please be advised that Hamilton City Council at its meeting of December 19, 2018, approved Item 7.3, which reads as follows:

7.3 Maintaining the Voters' List for Municipal Elections

WHEREAS, concerns over the quality of the Municipal Voters List is not a new phenomenon;

WHEREAS, in 2012, the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) published a Voters List Position Paper and since that time has been advocating for transformational changes to the way that Ontario creates and maintains the Voters' List for municipal elections;

WHEREAS, the Preliminary List of Electors, which forms the Voters' List in Ontario, is supplied by data from the Municipal Property Assessment Corporation (MPAC);

WHEREAS, despite the incremental changes made by MPAC, MPAC has a limited ability to fix the currency and accuracy issues that impairs the current

Maintaining the Voters' List for Municipal Elections
Page 2 of 4

process and the Voters' List continues to be flawed with data inaccuracies and outdated information; and,

WHEREAS, a transformational solution to the way that the Voters' List is created and managed is required;

THEREFORE, BE IT RESOLVED:

- (a) That the Council of the City of Hamilton supports the re-establishment of the multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC, Elections Canada and Elections Ontario in exploring and identifying ways to create and maintain the Voters' List for Municipal Elections;
- (b) That Council requests an update be provided from this Voters' List Working Group on the transformational solutions being discussed;
- (c) That representatives from MPAC be invited to a future General Issues Committee meeting to hear the City of Hamilton's concerns (attached hereto) and advise the City on what steps MPAC will be taking in the future;
- (d) That a letter of concerns respecting the Voter's List for Municipal Elections and a request for investigation be forwarded to the Ombudsman's Office; and,
- (e) That a copy of this motion, respecting the Voter's List for Municipal Elections be circulated to all municipalities and the Association of Municipalities of Ontario (AMO).

On behalf of Hamilton City Council, we thank you for your consideration respecting this very important matter and look forward to your response.

Sincerely,



Stephanie Paparella
Legislative Coordinator
Office of the City Clerk

Copied:

Paul Dube, Ombudsman of Ontario

Jamie McGarvey, President, Association of Municipalities of Ontario

All Ontario Municipalities

The City of Hamilton is looking to the Working Group to find resolutions that would include, but not be limited to, the following matters that were encountered during the 2018 municipal election process:

- (a) Neighbours on the same Voter Notification Cards (VNC);
- (b) Polling locations not matching the address;
- (c) Incorrect mailing addresses;
- (d) Electors showing up at an address who had never lived there;
- (e) Addresses outside of the polling subdivision;
- (f) Incorrect names on the VNCs;
- (g) Entire buildings missed;
- (h) Completed the EL15 last Election and still not on the Voters' List;
- (i) No units listed in buildings; and,
- (j) Electors who had lived at their residence for many years not receiving a VNC.

The responsibility of adding the Applications to Amend, Correct and Delete forms has now been downloaded from MPAC to the municipalities. In the case of the City of Hamilton, it required the inputting of over 27,000 applications into the Datafix program; with the legislated deadline for inputting these applications being 30 days from Election Day, which became a very labour intensive and time-consuming task.

Forms that could not be inserted into the Datafix program within the 30-day deadline, were not accepted by MPAC; leaving some of the elector submitted corrections undone and to remain incorrect for the next election.

MPAC has agreed to keep the Voter Look Up program available all year round rather than just in an election year; leaving the obligation of improving the Voters List with the elector and the municipalities.

It was suggested that a campaign be commenced by preparing a drop off card for every household in the city (each municipality would manage their own). This card could include all aspects of adding, correcting and deleting information from the Voters' List. It should also include how to deal with situational voters such as borders, tenants, family members and students.

After the drop off program has concluded, and in conjunction with the appropriate communications strategy, municipalities should continue, on a quarterly basis, to remind electors to check the Voter Look Up program on their respective municipalities website to ensure their information is correct.

In an election year, this program could be expanded to a monthly basis and include radio and print advertisements to reinforce to the elector that the responsibility of ensuring they are correctly included on the voters list on Election Day is their own.

Maintaining the Voters' List for Municipal Elections

Page 4 of 4

Municipalities continue to pay for and use an inaccurate, outdated product (voters list). Unless there is a proactive strategy in place for the preparation of a much more accurate voters list for all municipalities, the same issues will most likely occur in 2022.

The Corporation of the Town of Kingsville

Excerpt from the Regular Meeting of Council Minutes dated March 12, 2018

M. NOTICES OF MOTION

2. 223-2018

Moved By Councillor Thomas Neufeld

Seconded By Councillor Susanne Coghill

WHEREAS the Avenues of Bainbridge, Nottingham and Oxford in the Municipality of Kingsville, formerly Gosfield South, having not seen improvement prior to amalgamation;

AND WHEREAS these avenues having no streetlights, no sidewalks or multi-use paths for safe pedestrian travel;

AND WHEREAS the current condition of the roads do not allow for proper surface drainage to municipal storm sewers;

AND WHEREAS these streets provide a natural walking loop for residents of this area and to those who visit primarily for walking;

AND WHEREAS this Council has identified active transportation as a priority;

AND WHEREAS Administration has identified these roads to be outside of the 1 to 5 year rehabilitation program;

NOW THEREFORE BE IT RESOLVED that the avenues of Bainbridge, Nottingham and Oxford, in the Municipality of Kingsville, formerly Gosfield South be brought within the 1 to 2 year priority range of the current Roads Needs study and that any safety concerns or tripping hazards be addressed immediately.

DEFERRED BY MOTION 224-2018

224-2018

Moved By Councillor Tony Gaffan

Seconded By Councillor Larry Patterson

That the Motion be Deferred until completion of the 2018 municipal Road Tour.

CARRIED

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 109-2018

*Being a by-law to provide for the replacement of
a bridge and subsequent maintenance schedules
over the 3rd Concession – Clifford Drain
Roll Number: 370-07300
in the Town of Kingsville, in the County of Essex*

WHEREAS the Council of the Town of Kingsville, in the County of Essex, has procured a report under section 78 of the *Drainage Act* for the bridge construction over the 3rd Concession – Clifford Drain;

AND WHEREAS the report dated August 24th, 2018 has been authored by Antonio B. Peralta, P. Eng. and the attached report forms part of this by-law;

AND WHEREAS \$69,855.00 is the amount to be contributed by the Town of Kingsville for the drainage works;

AND WHEREAS Council is of the opinion that the report of the area is desirable;

THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF KINGSVILLE, PURSUANT TO THE DRAINAGE ACT ENACTS AS FOLLOWS:

1. AUTHORIZATION

The attached report is adopted and the drainage works is authorized and shall be completed as specified in the report.

2. BORROWING

The Corporation of the Town of Kingsville may borrow on the credit of the Corporation the amount of \$69,855.00 being the amount necessary for the completion of the drainage works.

3. DEBENTURES

The Corporation may arrange for the issue of debenture(s) on its behalf for the amount borrowed less the total amount of:

- a) Grants received under section 85 of the *Drainage Act*;
- b) Monies paid as allowances;
- c) Commuted payments made in respect of lands and roads assessed with the municipality;
- d) Money paid under subsection 61(3) of the *Drainage Act*; and
- e) Money assessed in and payable by another municipality.

4. PAYMENT

Such debenture(s) shall be made payable within 2 (two) or 5 (five) years (as determined by the Director of Financial Services or designate) from the date of the debenture(s) and shall bear interest at a rate not higher than 2% more than the municipal lending rates as posted by Infrastructure Ontario on the date of sale of such debenture(s).

- 1) A special equal annual rate sufficient to redeem the principal and interest on the debenture(s) shall be levied upon the lands and roads as shown in the schedule and shall be collected in the same manner and at the same as other taxes are collected in each year for 2 (two) or 5 (five) years (as determined by the Director of Financial Services or designate) after the passing of this by-law.
- 2) For paying the amount \$69,855.00 being the amount assessed upon the lands and roads belonging to or controlled by the municipality a special rate sufficient to pay the amount assessed plus interest thereon shall be levied upon the whole rateable property in the Town

of Kingsville in each year for 2 (two) or 5 (five) years (as determined by the Director of Financial Services or designate) after the passing of this by-law to be collected in the same manner and at the same time as other taxes collected.

- 3) All assessments of \$100.00 or less are payable in the first year in which the assessments are imposed.

5. SCHEDULE OF ASSESSMENTS OF LAND AND ROADS

CONSTRUCTION SCHEDULE OF ASSESSMENT
3RD CONCESSION - CLIFFORD DRAIN IMPROVEMENTS

TOWN OF KINGSVILLE

3. MUNICIPAL LANDS:

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Aff'd	Hectares Aff'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
Road 3 West			6.60	2.671		Town of Kingsville	\$ 111.00	\$ 1,778.00	\$ -	\$ 1,889.00
Total on Municipal Lands.....							\$ 111.00	\$ 1,778.00	\$ -	\$ 1,889.00

4. PRIVATELY OWNED - NON-AGRICULTURAL LANDS:

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Aff'd	Hectares Aff'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
370-04510	2	H	0.57	0.57	0.231	[REDACTED]	\$ 7.00	\$ 128.00	\$ -	\$ 135.00
370-04810	2	I	0.51	0.25	0.101	[REDACTED]	\$ 3.00	\$ 93.00	\$ -	\$ 96.00
370-07005	3	I	0.85	0.85	0.344	[REDACTED]	\$ 11.00	\$ 180.00	\$ -	\$ 191.00
370-07210	3	H	3.67	3.67	1.485	[REDACTED]	\$ 46.00	\$ 554.00	\$ -	\$ 600.00
Total on Privately Owned - Non-Agricultural Lands.....							\$ 67.00	\$ 955.00	\$ -	\$ 1,022.00

5. PRIVATELY OWNED - AGRICULTURAL LANDS (grantable):

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Aff'd	Hectares Aff'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
370-03700	2	G	96.20	5.00	2.023	[REDACTED]	\$ 38.00	\$ 149.00	\$ -	\$ 187.00
370-04500	2	H	39.90	16.00	6.475	[REDACTED]	\$ 98.00	\$ 953.00	\$ -	\$ 1,051.00
370-04600	2	H	57.34	5.00	2.023	[REDACTED]	\$ 42.00	\$ 303.00	\$ -	\$ 345.00
370-07000	3	I	98.58	49.15	19.891	[REDACTED]	\$ 158.00	\$ 3,075.00	\$ -	\$ 3,233.00

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres		Hectares Affrd	Owner's Name	Value of		Value of Special Benefit	TOTAL VALUE
			Owned	Affrd			Benefit	Outlet		
370-07100	3	H	50.00	50.00	20.235		\$ 161.00	\$ 3,069.00	\$ -	\$ 3,230.00
370-07200	3	H	71.04	46.33	18.749		\$ 136.00	\$ 2,788.00	\$ -	\$ 2,924.00
370-07300	3	G	100.00	36.00	14.569		\$ 55,063.00	\$ 911.00	\$ -	\$ 55,974.00
Total on Privately Owned - Agricultural Lands (grantable).....							\$ 55,695.00	\$ 11,248.00	\$ -	\$ 66,944.00
TOTAL ASSESSMENT							\$ 55,874.00	\$ 13,981.00	\$ -	\$ 69,855.00
1 Hectare = 2.471 Acres										
D-17-030										
August 24th, 2018										

MAINTENANCE SCHEDULE OF ASSESSMENT

3RD CONCESSION - CLIFFORD DRAIN

TOWN OF KINGSVILLE

3. MUNICIPAL LANDS:

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Aff'd	Hectares Aff'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
Road 3 West			6.60	2.671			\$ 389.00	\$ 751.00	\$ -	\$ 1,140.00
Total on Municipal Lands.....							\$ 389.00	\$ 751.00	\$ -	\$ 1,140.00

4. PRIVATELY OWNED - NON-AGRICULTURAL LANDS:

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Aff'd	Hectares Aff'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
370-04510	2	H	0.57	0.57	0.231		\$ 25.00	\$ 54.00	\$ -	\$ 79.00
370-04810	2	I	0.51	0.25	0.101		\$ 11.00	\$ 46.00	\$ -	\$ 57.00
370-07005	3	I	0.85	0.85	0.344		\$ 38.00	\$ 93.00	\$ -	\$ 131.00
370-07210	3	H	3.67	3.67	1.485		\$ 162.00	\$ 225.00	\$ -	\$ 387.00
Total on Privately Owned - Non-Agricultural Lands.....							\$ 236.00	\$ 418.00	\$ -	\$ 654.00

5. PRIVATELY OWNED - AGRICULTURAL LANDS (grantable):

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Aff'd	Hectares Aff'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
370-03700	2	G	96.20	5.00	2.023		\$ 135.00	\$ 54.00	\$ -	\$ 189.00
370-04500	2	H	39.90	16.00	6.475		\$ 345.00	\$ 344.00	\$ -	\$ 689.00
370-04600	2	H	57.34	5.00	2.023		\$ 147.00	\$ 127.00	\$ -	\$ 274.00
370-07000	3	I	98.58	49.15	19.891		\$ 554.00	\$ 1,580.00	\$ -	\$ 2,134.00

Tax Roll No.	Plan No.	Lot or Part of Lot	Acres Owned	Acres Allrd	Hectares Allrd	Owner's Name	Value of		Value of		Special Benefit	TOTAL VALUE
							Benefit	Outlet	Benefit	Outlet		
370-07100	3	H	50.00	50.00	20.235		\$ 564.00	\$ 1,397.00	\$ -	\$ 1,961.00		
370-07200	3	H	71.04	46.33	18.749		\$ 477.00	\$ 1,100.00	\$ -	\$ 1,577.00		
370-07300	3	G	100.00	36.00	14.569		\$ 883.00	\$ 499.00	\$ -	\$ 1,382.00		
Total on Privately Owned - Agricultural Lands (grantable).....							\$ 3,105.00	\$ 5,101.00	\$ -	\$ 8,206.00		
TOTAL ASSESSMENT							\$ 3,730.00	\$ 6,270.00	\$ -	\$ 10,000.00		

1 Hectare = 2.471 Acres
D-17-030
August 24th, 2018

SCHEDULE OF ASSESSMENT FOR FUTURE ACCESS BRIDGE STRUCTURE MAINTENANCE

3RD CONCESSION - CLIFFORD DRAIN

TOWN OF KINGSVILLE

3. MUNICIPAL LANDS:

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Aff'd	Hectares Aff'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
Road 3 West			5.85	2.367			\$ -	\$ 383.00	\$ -	\$ 383.00
Total on Municipal Lands.....							\$ -	\$ 383.00	\$ -	\$ 383.00

4. PRIVATELY OWNED - NON-AGRICULTURAL LANDS:

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Aff'd	Hectares Aff'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
370-04510	2	H	0.57	0.57	0.231		\$ -	\$ 28.00	\$ -	\$ 28.00
370-04810	2	I	0.51	0.25	0.101		\$ -	\$ 20.00	\$ -	\$ 20.00
370-07005	3	I	0.85	0.85	0.344		\$ -	\$ 38.00	\$ -	\$ 38.00
370-07210	3	H	3.67	3.67	1.485		\$ -	\$ 121.00	\$ -	\$ 121.00
Total on Privately Owned - Non-Agricultural Lands.....							\$ -	\$ 207.00	\$ -	\$ 207.00

5. PRIVATELY OWNED - AGRICULTURAL LANDS (grantable):

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Aff'd	Hectares Aff'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
370-03700	2	G	96.20	5.00	2.023		\$ -	\$ 33.00	\$ -	\$ 33.00
370-04500	2	H	39.90	16.00	6.475		\$ -	\$ 210.00	\$ -	\$ 210.00
370-04600	2	H	57.34	5.00	2.023		\$ -	\$ 66.00	\$ -	\$ 66.00
370-07000	3	I	98.58	49.15	19.891		\$ -	\$ 646.00	\$ -	\$ 646.00

- 2 -

Tax Roll No.	Con. or Plan No.	Lot or Part of Lot	Acres Owned	Acres Aff'd	Hectares Aff'd	Owner's Name	Value of Benefit	Value of Outlet	Value of Special Benefit	TOTAL VALUE
370-07100	3	H	50.00	50.00	20.235		\$ -	\$ 657.00	\$ -	\$ 657.00
370-07200	3	H	71.04	46.33	18.749		\$ -	\$ 609.00	\$ -	\$ 609.00
370-07300	3	G	100.00	18.00	7.285		\$ -	\$ 189.00	\$ -	\$ 189.00
Total on Privately Owned - Agricultural Lands (grantable)							\$ -	\$ 2,410.00	\$ -	\$ 2,410.00
TOTAL ASSESSMENT							\$ -	\$ 3,000.00	\$ -	\$ 3,000.00

=====

1 Hectare = 2.471 Acres
D-17-030
August 24th, 2018

6. CITATION

This by-law comes into force on the passing thereof and may be cited as the "3rd Concession – Clifford Drain Improvements [370-07300]" by-law.

**READ A FIRST AND SECOND TIME AND PROVISIONALLY ADOPTED
THIS 9th DAY OF OCTOBER, 2018.**



MAYOR, Nelson Santos



CLERK, Jennifer Astrologo

**READ A THIRD TIME AND FINALLY PASSED ON THIS DAY OF
2018.**

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 1-2019

Being a By-law to amend By-law No. 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville

WHEREAS By-law No. 1-2014 is the Town's Comprehensive Zoning By-law to regulate the use of land and the character, location and use of buildings and structures in the Town of Kingsville;

AND WHEREAS the Council of the Corporation of the Town of Kingsville deems it expedient and in the best interest of proper planning to further amend By-law No. 1-2014 as herein provided;

AND WHEREAS there is an Official Plan in effect in the Town of Kingsville and this By-law is deemed to be in conformity with the Town of Kingsville Official Plan;

NOW THEREFORE THE COUNCIL FOR THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:

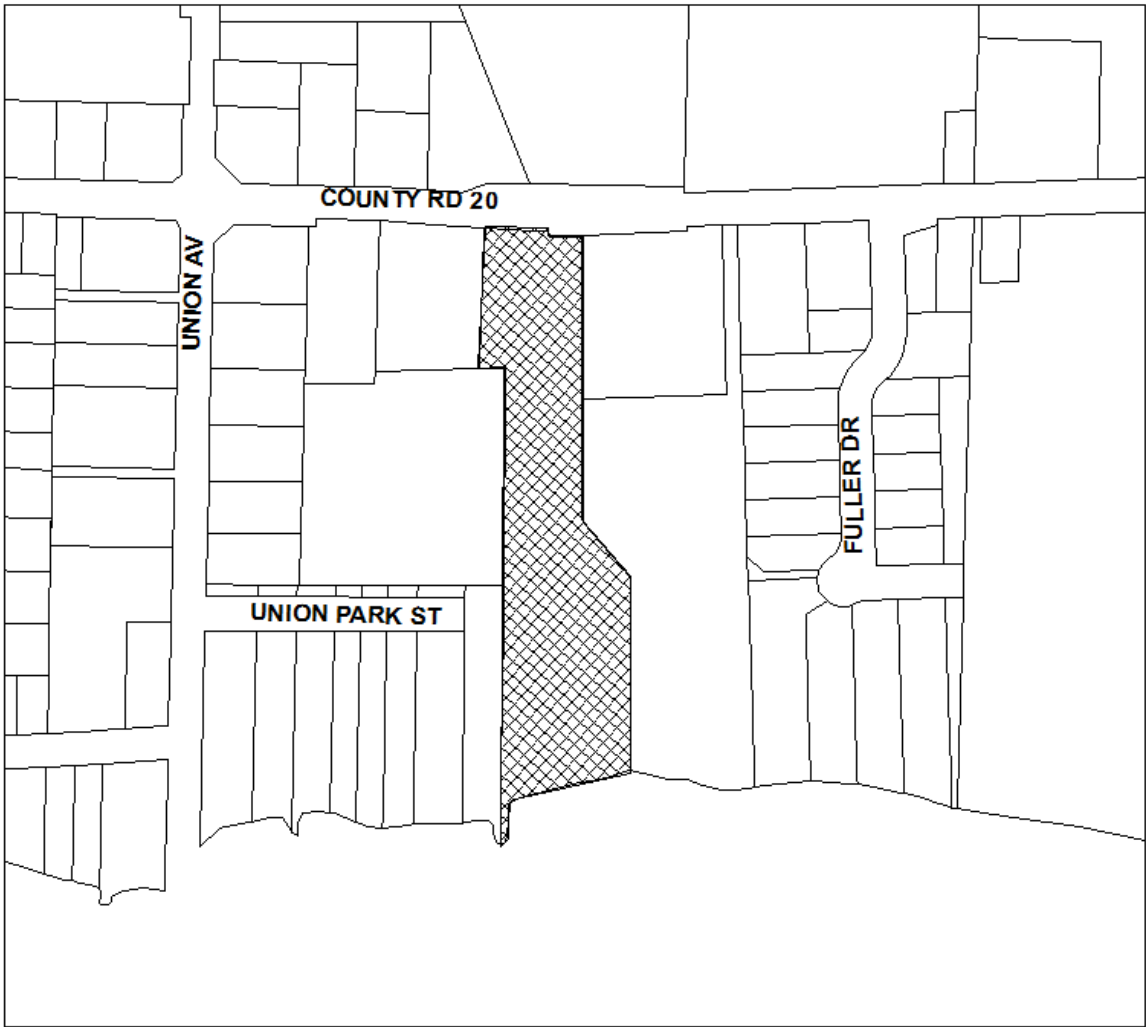
1. Schedule "A", Map 61 of By-law 1-2014 is hereby amended by removing the Holding symbol (h) on lands known municipally as, 1651 Seacliff Drive, PL 265 PT LOT 13 RP, 12R11748 Part 3, as shown on Schedule 'A' in cross-hatch attached hereto from 'Lakeshore Residential - holding (LR(h))' to 'Lakeshore Residential (LR)'.
2. This by-law shall come into force and take effect from the date of passing by Council and shall come into force in accordance with Section 36 of the Planning Act.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
14th DAY OF JANUARY, 2019.**

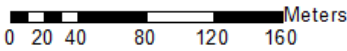
MAYOR, Nelson Santos


CLERK, Jennifer Astrologo

Schedule 'A'



1651 Seacliff Drive (County Rd 20)
PL 265 PT LOT 13 RP, 12R11748 Part 3
Zoning By-law Amendment ZBA/38/18



 Schedule "A", Map 61 of By-law 1-2014 is hereby amended by changing the zone symbol as shown on Schedule 'A' in cross-hatch attached hereto from 'Lakeshore Residential - holding (LR(h))' to 'Lakeshore Residential (LR)'

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 2-2019

Being a by-law to appoint certain members of Council and individuals to boards and committees

WHEREAS the Council of The Corporation of the Town of Kingsville deems it expedient to appoint certain Members and Individuals to board and committees for the term commencing December 1, 2018 and ending November 14, 2022, or such other period of time as specified within this By-law.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:

1. **THAT** the following members of Council and individuals are members of the following boards and committees for the term ending November 14, 2022:

a) Committee of Adjustment/Property Standards
Committee/Fenceviewers:

Deputy Mayor Gord Queen
Councillor Thomas Neufeld

Russell Horrocks
Shannon Olson
Allison Vilardi

b) Essex Region Conservation Authority:

Councillor Larry Patterson
Councillor Laura Lucier

c) Kingsville Accessibility Advisory Committee:

Councillor Larry Patterson

Chris Anson
Jackie Barraco
Stephanie Olewski

d) Kingsville Municipal Heritage Advisory Committee:

Councillor Kimberly DeYong

Mary Baruth
Elvira Cacciavillani
Bruce Durward
Anna Lamarche
Margie Luffman
Shannon Olson
Sarah Sacheli

e) Kingsville Business Improvement Association Board of Management:

Councillor Laura Lucier
Councillor Tony Gaffan

f) Kingsville Police Services Board:

Mayor Nelson Santos
Councillor Kimberly DeYong

g) Joint Management Board of the Union Water Supply System:

Mayor Nelson Santos
Deputy Mayor Gord Queen
Councillor Kimberly DeYong
Councillor Thomas Neufeld
Councillor Larry Patterson

Alternates: Councillor Tony Gaffan
Councillor Laura Lucier

h) Court of Revision:

Mayor Nelson Santos
Deputy Mayor Gord Queen
Councillor Larry Patterson
Councillor Tony Gaffan
Councillor Laura Lucier

Alternates:

Councillor Kimberly DeYong
Councillor Thomas Neufeld

i) Kingsville Tourism & Economic Development Committee:

Mayor Nelson Santos
Councillor Tony Gaffan

Bruce Durward
Dave Hunt
Michele Law
Sheri Lowrie
Mark Somerville

j) Personnel Committee (consisting of 4 members of Council, being Mayor, Deputy Mayor, and *yearly rotation of 2 members of Council)

Mayor Nelson Santos
Deputy Mayor Gord Queen

*Councillor Tony Gaffan and Councillor Thomas Neufeld (1 year term up to and including December 31, 2019)

k) Planning Advisory Committee:

Deputy Mayor Gord Queen
Councillor Laura Lucier

Wayne Latam
John Lein
Lorrie Mensch

l) Kingsville Parks, Recreation and Arts and Culture Committee:

Mayor Nelson Santos
Deputy Mayor Gord Queen
Councillor Thomas Neufeld

Aaron Hickmott
Mitchell Shields
Melissa Tremaine-Snip

m) Kingsville Leamington Joint Animal Control Committee:

Councillor Larry Patterson
Councillor Tony Gaffan

n) Migration Festival Committee:

Councillor Laura Lucier

Mary Baruth
Robyn Braybrook-Gard
Susan Girardin
Matt Kraus
Diane-Marie Swiderski

o) Fantasy of Lights Committee:

Mayor Nelson Santos
Councillor Tony Gaffan

Chris Anson
Steve I'Anson
Tom Coke
Doug Doey
Lori Duhig
David Laman

p) Communities in Bloom:

Councillor Thomas Neufeld

Mary Baruth
Alan Batke
Melissa Tremaine-Snip

q) Mettawas Waterfront Park Fundraising Committee:

Mayor Nelson Santos
Councillor Tony Gaffan

Sue Child
William Escott
Marilyn Farnworth
Matt Kraus

r) Kingsville Highland Games Committee:

Councillor Kimberly DeYong

Robyn Braybrook-Gard
Patricia Reid Crichton
Matthew Dick
Helena Nelson
Donald Noels
Helen Noels
Tom Omstead
Doug Plumb
Beth Riddiford
Douglas Robinson
Ray Silvius
Robert Stafford
Barry Wilson

COUNCIL REPRESENTATIVE:

- s) Kingsville Historical Park Inc.:

Councillor Thomas Neufeld

- t) Migration Community Hall Board of Directors:

Councillor Larry Patterson

- u) Pelee Island Transportation Services Advisory Committee:

Mayor Nelson Santos

- v) Erie Shores Community Transit Committee:

Councillor Laura Lucier

- w) Port of Kingsville Co-Tenancy Management Committee:

Mayor Nelson Santos
Deputy Mayor Gord Queen

- x) E.L.K. Energy Inc. Board of Directors:

Council Nominee: Mayor Nelson Santos

Lay Nominee: Lydia Miljan

2. **THAT** the Head of Council is hereby appointed an Ex-Officio Member of all boards and committees.
3. **THAT** any person appointed as a member of Council to any board or committee may appoint another member of Council to attend a specified meeting of such board or committee in his or her stead, and, if such member of Council does attend the specified meeting, he or she shall do so as if he or she has been appointed to that board or committee pursuant to this By-law, subject to any specific provision of this by-law or any statute, regulation or by-law governing the board or committee.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
14th DAY OF JANUARY, 2019.**

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 3 - 2019

Being a By-law to amend By-law 21-2005 as amended, being a By-law to Regulate Traffic and Parking on Highways within the Town of Kingsville

WHEREAS By-law 21-2005, as amended, is a by-law to regulate traffic and parking on highways within the Town of Kingsville;

AND WHEREAS pursuant to Section 27 of the *Municipal Act, 2001*, S.O. 2001, c. 25, (the “*Act*”) as amended, by-laws may be passed by councils of municipalities to regulate traffic and parking in respect to highways within their jurisdiction;

AND WHEREAS pursuant to *the Highway Traffic Act, R.S.O. 1990*, c. H.8, as amended, By-laws may be passed by councils of municipalities regulating traffic on highways that are not inconsistent with the Highway Traffic Act;

AND WHEREAS By-law 21-2005, as amended, contains consecutively numbered Schedules forming part of it;

AND WHEREAS it is necessary from time to time to amend By-law 21-2005, as amended, including the Schedules thereto.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:

1. **THAT** Schedule 3 ‘**NO PARKING**’ to By-law 21-2005, as amended, is hereby amended by adding the following:

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4
<u>HIGHWAY</u>	<u>SIDE</u>	<u>FROM, TO</u>	<u>PROHIBITED TIMES OF DAY</u>
93. Sandybrook Way	Both sides	From Division St. N. to 27 Sandybrook Way	Anytime
94. Mettawas Lane		Around the island	Anytime
95. Mettawas Lane	West side		Anytime
96. Hillview Crescent	South side	From Division St. North to the eastern property line of 55 Hillview Crescent	Anytime
97. Orchard Blvd. (East/West section)	North and South sides	From 823 Orchard Blvd. to 841 Orchard Blvd.	Anytime
98. Road 2 East	North side	From County Road 45 to 1604 Road 2 East	Anytime

2. This By-law comes into force and takes effect on the day of the final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
14th DAY OF JANUARY, 2019.**

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 4-2019

Being a by-law to appoint an Alternate Member to the Council of the County of Essex during an absence of the Mayor or Deputy Mayor

WHEREAS Bill 68, *Modernizing Ontario's Municipal Legislation Act, 2017* received Royal Assent on May 30, 2107, and amends the *Municipal Act, 2001*, S.O. 2001, c.25, herein referred to as the "Act";

AND WHEREAS the Lieutenant Governor proclaimed that Section 268(1) of the Act came into force on January 1, 2018;

AND WHEREAS Section 268(1) of the Act provides that the council of a local municipality may appoint one of its members as an alternate member of the upper-tier council, to act in place of a person who is a member of the councils of the local municipality and its upper-tier municipality, when the person is unable to attend a meeting of the upper-tier council for any reason.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:

1. **THAT** Councillor Tony Gaffan is hereby appointed as the Alternate Member to County Council for the term of the Council ending November 14, 2022 or until this appointment by-law is rescinded or until such time as the Alternate Member's seat is declared vacant in accordance with section 259 of the Act.
2. **THAT** this By-law shall come into force and effect on the day it is passed and take effect on the day the Alternate Member takes the oath of office as administered by the County Clerk.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 14th DAY OF JANUARY, 2019.

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 5-2019

Being a by-law to establish a By-law Appeal Committee and the corresponding Rules of Procedure

WHEREAS Council wishes to create a By-law Appeal Committee, for hearing appeals of administrative decisions made pursuant to certain by-laws; and

AND WHEREAS Section 23.1 of the *Municipal Act, 2001*, permits Council to delegate the power and duty to hear appeals; and

AND WHEREAS the *Statutory Powers Procedure Act, RSO 1990, c. S.22* provides a framework for proceedings of tribunals and quasi-judicial committees; and

AND WHEREAS the creation of this Committee permits the Town to separate its quasi-judicial functions from its legislative and executive functions; and

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:

Definitions

1. For the purpose of this By-law, the following definitions are applicable:
 - a) “Committee” mean the Town of Kingsville By-law Appeal Committee;
 - b) “Council” means the Council of the Town of Kingsville;
 - c) “Town” means the Town of Kingsville;

Appeal Committee

2. The Town of Kingsville By-law Appeal Committee is established.
3. The Committee shall be composed of not less than three (3), nor more than five (5) Councillors who shall be appointed in accordance with the Town’s committee appointment process, as may be in effect from time to time.
4. The Committee shall meet as necessary for the expedient resolution of its case load.

Rules of Procedure

5. The Rules of Procedure governing the Committee are set out in Schedule 1.

Jurisdiction

6. The Committee shall hear appeals from the decisions of municipal administrative officials delegated under Municipal by-laws, where those by-laws specifically provide a right to appeal to the Committee.
7. Every decision or order of the Committee is final, without right of appeal to any Court or Council.

How the Committee is to make its decision

8. The Committee shall make a decision that furthers the public interest and is consistent with the purpose and intent of the relevant by-law.
9. The Committee has authority to confirm, amend, or reverse any decision appealed to it, and attach any conditions to such a decision as it may see fit.
10. The decision of the Committee shall be made in accordance with the Rules of Procedure governing the Committee as set out in Schedule 1.

No Liability

11. No member of the Committee or Council, or any Municipal employee is personally liable for anything done by it, or him or her, under authority of this by-law.
12. This By-law may be called the By-law Appeal Committee By-law.
13. This By-law shall come into force and effect on the day it is passed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
14th DAY OF JANUARY, 2019.**

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 6-2019

Being a by-law appointing members to the Committee of Adjustment for the 2019 calendar year

WHEREAS the *Planning Act*, R.S.O. 1990, c. P.13, Section 44(1) (the “Act”) states that if a municipality has passed a Zoning By-law, the Council of the municipality may by by-law constitute and appoint a Committee of Adjustment for the municipality composed of such persons not fewer than three (3), as the Council considers advisable;

AND WHEREAS Section 44(3) provides that the members of the Committee who are members of Council shall be appointed annually;

AND WHEREAS Council, under By-law 2-2019 enacted January 14, 2019, appointed certain members of Council and individuals to the Committee of Adjustment/Property Standards Committee/Fenceviewers.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:

1. **THAT** the Council members appointed to the Committee of Adjustment/Property Standards Committee/Fenceviewers for the 2019 calendar year are as follows:

Council Appointees:

Deputy Mayor G. Queen
Councillor T. Neufeld

2. **THAT** the term of the Council members shall be from January 1, 2019 to December 31, 2019 or until such time as successor members are appointed by Council.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
14th DAY OF JANUARY, 2019.**

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 8 - 2019

**Being a By-law to confirm the proceedings of the
Council of The Corporation of the Town of Kingsville at its
January 14, 2019 Regular Meeting**

WHEREAS sections 8 and 9 of the *Municipal Act, 2001* S.O. 2001 c. 25, as amended, (the "Act") provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising the authority conferred upon a municipality to govern its affairs as it considers appropriate.

AND WHEREAS section 5(3) of the Act provides that such power shall be exercised by by-law, unless the municipality is specifically authorized to do so otherwise.

AND WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the Town of Kingsville (the "Town") be confirmed and adopted by by-law.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF KINGSVILLE ENACTS AS FOLLOWS:

1. The actions of the Council at its January 14, 2019 Regular Meeting in respect of each report, motion, resolution or other action taken or direction given by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Chief Administrative Officer and/or the appropriate officers of the Town are hereby authorized and directed to do all things necessary to give effect to the actions set out in paragraph 1, or obtain approvals, where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary and to affix the corporate seal to all such documents.
3. This By-Law comes into force and takes effect on the day of the final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
14th DAY OF JANUARY, 2019.**

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo