



**REGULAR MEETING OF COUNCIL  
AGENDA**

**Monday, September 9, 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. Jodie Hailstone, Resident RE: Telecommunications Tower concerns (Cedar Creek area installation for Rogers Communications)**

**Recommended Action**

That Council receives the Presentation of Jodie Hailstone respecting the telecommunications tower.

**F. MATTERS SUBJECT TO NOTICE**

- 1. PUBLIC MEETING--Application for Consent to Sever B/09/19 and Zoning By-law Amendment ZBA/03/19 by Joseph Palmer 330 Road 8 E Part of Lot 23, Concession 7 Roll No. 3711 470 000 03000**

R. Brown, Manager of Planning Services

i) Notice of Complete Application and Public Meeting: Zoning By-law Amendment and Consent, dated August 6, 2019;

ii) Report of G. Robinson, dated August 15, 2019;

iii) Proposed By-law 78-2019, being a By-law to amend By-law 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville.

### **Recommended Action**

That Council Approves Consent Application B/09/19 to sever an existing dwelling deemed surplus to the needs of the prospective purchaser on a 0.743 ha (1.837 ac.) parcel shown as Part 1 on the applicants' sketch, subject to the following conditions:

- i. That a reference plan be deposited in the registry office, **both an electronic and paper** copy of the registered plan is to be provided for the files of the Secretary-Treasurer;
- ii. That the deeds, such plan of survey or reference plan, for property lines being newly created, shall be in accordance with the existing zoning requirements for the municipality;
- iii. That any special assessment imposed pursuant to the provisions of the Local Improvement Act and/or the Municipal Act be paid in full along with all municipal taxes be paid in full;
- iv. That any necessary drainage reapportionments be undertaken;
- v. That as a result of severance, owners shall become liable by way of up front monies for the assessment and taxation of their properties for any waterworks or sanitary sewer systems affecting their properties, in accordance with the Fees By-law in effect on the date the consent is being endorsed on the deeds;
- vi. A favourable Zoning By-law Amendment application is processed to prohibit future dwellings on the retained farm parcel prior to the consent being endorsed on the deeds;
- vii. That the applicant obtain the necessary permit for and install a new access to the retained farm parcel at the applicant's expense and to the satisfaction of the Town and/or County;
- viii. That the necessary deed(s), transfers or charges be **submitted in triplicate**; signed and fully executed (**no photocopies**), including a copy of the reference plan, prior to certification;
- ix. The conditions imposed shall be fulfilled by **September 9, 2020** or this application shall be deemed to be denied in accordance with Section 53(41) of the Planning Act;

And Further that Council approves Zoning By-law Amendment Application ZBA/13/19 to rezone the subject lands at 330 Road 8 East, Part of Lot 23, Concession 7, Town of Kingsville, from 'Agriculture (A1)' to 'Agriculture - Restricted (A2)' and adopt the implementing by-law.

## **G. AMENDMENTS TO THE AGENDA**

## **H. STAFF REPORTS**

1. **Water Bottle Refilling Stations** 15  
D. Wolicki, Manager of Municipal Facilities and Property  
  
**Recommended Action**  
That Council receives the report of D. Wolicki, Manager of Municipal Facilities and Property RE: Water Bottle Refilling Stations, and further, that the implementation for the installation of water bottle refilling stations be considered in the 2020 Capital budget.
2. **Kingsville Community Grant Fund Policy Review** 20  
R. McLeod, Director of Financial Services  
  
**Recommended Action**  
That Council approves the proposed amendments to the Kingsville Community Grant Fund Policy and scoring matrix as presented or provide alternative direction.
3. **Union Pay Equity and Internal Equity** 36  
J. Galea, Human Resources Manager  
  
**Recommended Action**  
That Council receives the update on the pay equity plan, and that Council approves the internal equity adjustments that have been outlined from the pay equity analysis.
4. **2019 Business Retention and Expansion RFP Results** 45  
P. Van Mierlo-West, CAO  
  
**Recommended Action**  
That Council award the Request for Proposal to MDB Insight for completion of the 2019 Kingsville Business Retention and Expansion Study in the amount of \$53,635.00 and that Council adopt the requisite by-law authorizing the Mayor and Clerk to execute the agreement.
5. **Organizational Review RFP Results** 47  
P. Van Mierlo-West, CAO  
  
**Recommended Action**  
That Council award the Request for Proposal to Pesce and Associates to conduct the Kingsville Organization Review and that Council adopt the requisite by-law authorizing the Mayor and Clerk to execute the agreement;  
  
And that, the funding for this project be allocated from the Efficiency and Optimization Fund.
6. **Rural Economic Development Fund - Request** 50

**Recommended Action**

That Council directs the CAO to apply to the Rural Economic Development Grant program under the Economic Diversification and Competitiveness Stream for software optimization.

**I. MINUTES OF THE PREVIOUS MEETINGS**

1. **Regular Meeting of Council--August 26, 2019** 53

**Recommended Action**

That Council adopts Regular Meeting of Council Minutes, dated August 26, 2019.

**J. MINUTES OF COMMITTEES AND RECOMMENDATIONS**

1. **Committee of Adjustment - June 18, 2019** 69

**Recommended Action**

That Council receives Committee of Adjustment Meeting Minutes dated June 18, 2019.

**K. BUSINESS CORRESPONDENCE - INFORMATIONAL**

1. **Premier Doug Ford--Email received August 27, 2019 RE: Kingsville Council's Resolution re: Reducing Litter and Waste in our Communities (Council Motion 424-2019)** 74

2. **Town of Wasaga Beach--Resolution passed August 27, 2019 supporting Township of McKellar's Resolution in regard to Municipal Amalgamation** 77

3. **Municipality of Mississippi Mills---Resolution passed August 27, 2019 supporting the Township of Warwick in regard to Ensuring Enforcement for Safety on Family Farms** 83

**Recommended Action**

That Council receives Business Correspondence-Informational items 1-3.

**L. NOTICES OF MOTION**

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

That Council enter into Closed Session before the end of the year in accordance with the provisions of Section 239(2)(c) of the *Municipal Act, 2001*, to discuss a proposed or pending acquisition or disposition of land by the municipality, being a discussion pertaining to lands and/or property that the town presently holds a leased interest in.



**M. UNFINISHED BUSINESS, ANNOUNCEMENTS AND UPDATES**

**N. BYLAWS**

**1. By-law 78-2019**

84

Being a By-law to amend By-law 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville (330 Road 8 East, Part of Lot 23, Concession 7, ZBA/13/19)

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

**O. CLOSED SESSION**

Pursuant to section 239(2) of the *Municipal Act, 2001*, Council will enter into Closed Session to address the following items:

1. **Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality; being update Report of CAO Van Mierlo-West regarding the Agreement of Purchase and Sale with the Greater Essex County District School Board**
2. **Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees; being review of the approved Personnel Committee Meeting Minutes dated March 21, April 23, May 27 and July 8, 2019.**
3. **Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality, being update report from CAO re: potential acquisition of land for municipal purposes**

**P. REPORT OUT OF CLOSED SESSION**

**Q. CONFIRMATORY BY-LAW**

**1. By-law 82-2019**

86

Being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its September 9, 2019 Regular Meeting

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

**R. ADJOURNMENT**

## NOTICE OF COMPLETE APPLICATION AND PUBLIC MEETING: ZONING BY-LAW AMENDMENT AND CONSENT

**APPLICATION:** **ZONING BY-LAW AMENDMENT - ZBA/13/19**  
(Section 34 of the Planning Act, R.S.O. 1990, C.P. 13)

**CONSENT APPLICATION B/09/19**  
(Section 53 of the Planning Act R.S.O. 1990, C.P. 13)

**APPLICANTS:** **Joseph Palmer**

**LOCATION OF PROPERTY:** **330 Road 8 E, Part of Lot 23, Concession 7**

**PURPOSE OF APPLICATION:** The Town of Kingsville has received the above-noted application for lands located on the south side of Road 8 East, west of County Road 31. The subject parcel is designated 'Agricultural' by the Official Plan and is currently zoned 'Agricultural (A1)' under the Kingsville Comprehensive Zoning By-law.

The subject parcel is approximately 20.23 ha (50 ac.) in size and consists of a single detached dwelling, several outbuildings, including a barn, a woodlot, and vacant farmland. It is proposed that the dwelling is deemed surplus to the owner, be severed and create a new lot. The proposed severed parcel (Part 1) as shown on the applicants sketch as:

- Part 1 – existing dwelling and barn: Area of 0.743 ha (1.837 ac.), Frontage of 60.96 m (200 ft)

An application to rezone the retained farm parcel (shown in red on the location map) from 'Agricultural (A1)' to 'Agriculture - Restricted (A2)' is required to prohibit dwellings as per Provincial and Town policies (file ZBA/13/19).

### **A PUBLIC MEETING OF COUNCIL will be held on:**

**WHEN:** **September 9, 2019**

**WHERE:** Town of Kingsville Municipal Building – Council Chambers

**TIME:** 7:00 p.m.

Your input on these matters are important. If you have comments on this application, they may be forwarded in writing via email or mail, to the attention of: **Robert Brown, Manager of Planning Services**, 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.

**IF A PERSON** or public body does not make oral submissions at the public meeting or make written submissions to Council before the by-law is passed, the person or public body is not entitled to appeal the decision of the Council to the Local Planning Appeal Tribunal.

**IF A PERSON** or public body does not make oral submissions at the public meeting, or make written submission to Council before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

**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**  
**on August 6<sup>th</sup>, 2019.**

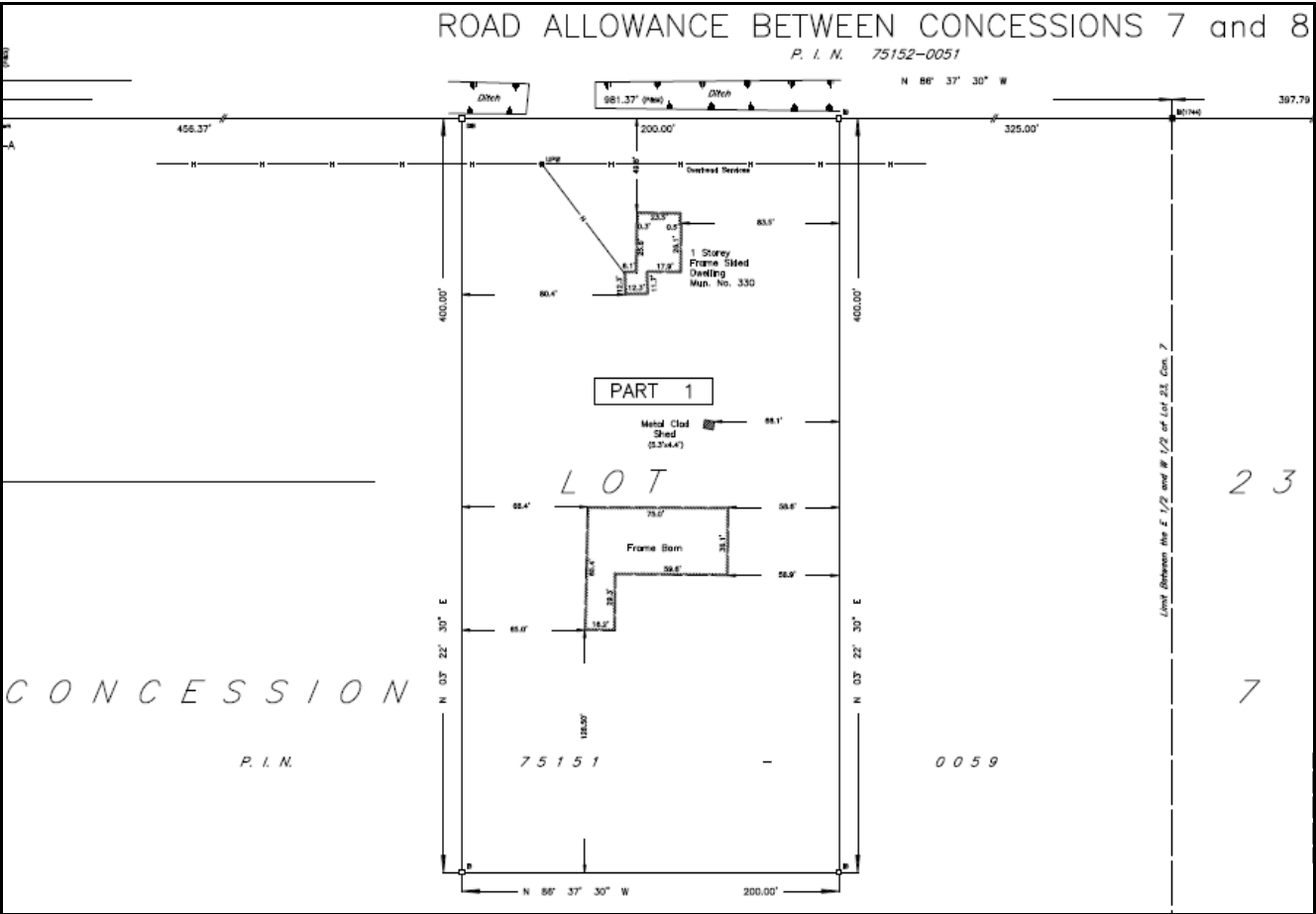
**George Robinson, BFA, BURPI, CPT**  
**519-733-2305 (x 249)**  
**grobinson@kingsville.ca**



Notes	
Red - retained farm parcel	
Blue - surplus dwelling parcel	

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.

Applicant's Sketch





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

**Date:** August 15, 2019

**To:** Mayor and Council

**Author:** George Robinson, BFA, BURPL, CPT  
Town Planner

**RE:** Application for Consent to Sever B/09/19 and Zoning By-law  
Amendment ZBA/03/19 by  
Joseph Palmer  
330 Road 8 E  
Part of Lot 23, Concession 7  
Roll No. 3711 470 000 03000

**Report No.:** PS 2019-040

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## **AIM**

To provide the Town of Kingsville Council with information regarding the consent to sever an existing dwelling surplus to the farm operation and required Zoning By-law Amendment to prohibit additional dwellings on the retained farm parcel for lands known as 330 Road 8 E.

## **BACKGROUND**

The subject parcel is a 20.23 ha (50 ac.) farm containing an existing single detached dwelling, two outbuildings, and woodlot. It is proposed that the dwelling, deemed surplus to the owner, be severed on a 0.743 ha (1.837 ac.) lot with 60.96 m (200 ft.) of frontage (see location map as Appendix A).

As a condition of the severance approval the zoning for the remnant farm parcel is amended to 'Agriculture – Restricted (A2)' to prohibit the construction of future dwellings and maintain compliance with the Provincial Policy Statement (PPS) Section 2.3.4.1(c).

## **DISCUSSION**

When considering a severance request, it is necessary to review the application in context of the following documents to determine the appropriateness of the request:

## **1.0 Provincial Policy Statement**

When reviewing a planning application to determine if it represents sound planning, it is imperative that the proposed development is consistent with the Provincial Policy Statement (PPS). Section 2.3.4.1(c) permits, *“a residence surplus to a farming operation as a result of farm consolidation,”* to be severed, *“provided that the planning authority ensures that new residential dwellings are prohibited on any vacant remnant parcel of farmland created by the severance.”*

Comment: The application is *consistent with* the PPS definition of a *residence surplus to a farming operation* and future dwellings will be prohibited on the retained farm parcel as a condition of consent, in that the retained parcel must be rezoned to “Restricted Agriculture (A2)”.

## **2.0 Official Plan**

The Official Plan for the Town of Kingsville designates the severed and retained lands as ‘Agriculture’. The woodlands located in the south portion of the remnant lands are designated as part of an ‘Environmentally Significant Area’ as per Schedule ‘B’ of the Official Plan.

The requested consent to sever the surplus dwelling conforms to the policies of Section 7.3.1 Agriculture Land Division, of the Official Plan. The proposed surplus dwelling parcel is 0.743 ha (1.837 ac.) where the Official Plan recommends a size of 0.8 ha (1.977 ac.) or less.

Comment: the severed surplus dwelling parcel is designed to retain the existing structures, private servicing, and mature vegetation. As indicated in the ERCA comments (Appendix C), rezoning the remnant farm parcel to “Restricted Agriculture (A2)” to restrict new dwellings extends additional protection to the natural heritage feature. Protecting and enhancing the tree canopy is supported by policies set out in Section 3.4 of the County of Essex Official Plan, and Section 4.2 of the Town of Kingsville Official Plan.

## **3.0 Comprehensive Zoning By-law – Town of Kingsville**

The severed parcel, shown as Part 1 on the applicant’s sketch (Appendix B), has an area of 0.743 ha (1.837 ac.), and a frontage of 60.96 m (200 ft.).

The vacant retained parcel will have an area of approximately 19.49 ha (48.163 ac.) and provide a frontage of 238.16 m (781.37 ft.) on Road 8 E.

The subject property is presently zoned ‘Agriculture (A1)’ in the Comprehensive Zoning By-law. There are no zoning issues created as a result of the creation of the lot for the surplus dwelling. The retained farm parcel will be rezoned from ‘Agricultural (A1)’ to ‘Agriculture - Restricted (A2)’ to prohibit future dwellings as required by the surplus dwelling severance policies.

## LINK TO STRATEGIC PLAN

Manage growth through sustainable planning.

## FINANCIAL CONSIDERATIONS

There is typically some minor impact to assessment resulting from the severance of the dwelling from the farm parcel.

## CONSULTATIONS

### 1) Public Consultations

In accordance to O. Reg 545/06 of the Planning Act, property owners within 120m of the subject site boundaries received the Notice of Public Meeting by mail. To date, no comments have been received by members of the public.

### 2) Agency & Administrative Consultation

In accordance with O. Reg 545/06 of the *Planning Act*, Agencies and Town Administration received the Notice of Public Meeting by mail and/or email.

Agency or Administrator	Comment
Essex Region Conservation Authority	<ul style="list-style-type: none"><li>Property contains natural heritage feature on southern portion identified as a significant woodland.</li><li>No objections (See Appendix C).</li></ul>
Town of Kingsville Management Team	<ul style="list-style-type: none"><li>Ensure all buildings and services are contained within existing property lines and do not cross over into newly established lines.</li><li>Severed parcel has existing vehicle access. New access location required for retained farm parcel.</li><li>Septic beds to be completely located within proposed severed lots. Clearance letter from Building department required.</li><li>Drainage reapportionment to be completed.</li><li>The severed and retained lots be appropriately addressed and obtain 911 signage, if required.</li><li>Lot grading plan required for any future development.</li></ul>
County of Essex	<ul style="list-style-type: none"><li>No comments received and none expected.</li></ul>



## RECOMMENDATION

It is recommended that Council: Approve consent application B/09/19 to sever an existing dwelling deemed surplus to the needs of the prospective purchaser on a 0.743 ha (1.837 ac.) parcel shown as Part 1 on the applicants' sketch, subject to the following conditions:

That a reference plan be deposited in the registry office, ***both an electronic and paper*** copy of the registered plan is to be provided for the files of the Secretary-Treasurer.

That the deeds, such plan of survey or reference plan, for property lines being newly created, shall be in accordance with the existing zoning requirements for the municipality.

That any special assessment imposed pursuant to the provisions of the Local Improvement Act and/or the Municipal Act be paid in full along with all municipal taxes be paid in full.

That any necessary drainage reapportionments be undertaken.

That as a result of severance, owners shall become liable by way of up front monies for the assessment and taxation of their properties for any waterworks or sanitary sewer systems affecting their properties, in accordance with the Fees By-law in effect on the date the consent is being endorsed on the deeds.

A favourable Zoning By-law Amendment application is processed to prohibit future dwellings on the retained farm parcel prior to the consent being endorsed on the deeds.

That the applicant obtain the necessary permit for and install a new access to the retained farm parcel at the applicant's expense and to the satisfaction of the Town and/or County;

That the necessary deed(s), transfers or charges be **submitted in triplicate**; signed and fully executed (**no photocopies**), including a copy of the reference plan, prior to certification.

The conditions imposed above shall be fulfilled by **September 9, 2020** or this application shall be deemed to be denied in accordance with Section 53(41) of the Planning Act.

Approve zoning by-law amendment application ZBA/13/19 to rezone the subject lands at 330 Road 8 E, Part of Lot 23, Concession 7, Town of Kingsville, from 'Agriculture (A1)' to 'Agriculture – Restricted (A2)' and adopt the implementing by-law

*George Robinson*

George Robinson, BFA, BURPI, CPT  
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



# Appendix A - Location Map - B/09/19 and ZBA/13/19



## Legend

### Essex Municipalities

- <all other values>
- Kingsville

- Street
- Severance
- Kingsville Assessment

## Notes

Red - retained farm parcel

Blue - surplus dwelling parcel

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.

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7/17/2019

Appendix B

PARTS SCHEDULE				
PART	LOT	CON/PLAN	P.I.N.	AREA
1	PART OF LOT 23	CONCESSION 7	PART OF 75151-0059	1.837 acres

PART 1 - COMPRISES PART OF PIN 75151-0059

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

DATE MAY 27, 2019.

BRIAN COAD  
ONTARIO LAND SURVEYOR

PLAN 12R-  
RECEIVED AND DEPOSITED

DATE

REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF ESSEX (12)

SKETCH FOR SEVERANCE  
OF  
PART OF LOT 23, CONCESSION 7  
GEOGRAPHIC TOWNSHIP OF GOSFIELD NORTH  
NOW IN THE  
TOWN OF KINGSVILLE  
COUNTY OF ESSEX  
VERHAEGEN • STUBBERFIELD • HARTLEY • BREWER • BEZAIRE INC.

SCALE : 1"=40'  
0 20.0 40.0 80.0 120.0 200.0 FEET

"IMPERIAL" DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN FEET AND CAN BE CONVERTED TO METRES BY MULTIPLYING BY 0.3048

INTEGRATION DATA

COORDINATES ARE DERIVED FROM GRID OBSERVATIONS USING THE CAN-NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (CSRS) (2010.0).  
COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH SECTION 14(2) O.REG 216/10

POINT ID	NORTHING	EASTING
ORP-A	N15304835.502	E1189978.246
ORP-B	N15304744.543	E1191520.372

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

LEGEND AND NOTES

BEARINGS ARE UTM GRID DERIVED FROM OBSERVED REFERENCE POINTS "A" AND "B" BY REAL TIME NETWORK OBSERVATIONS.

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99980580

ALL MONUMENTS SHOWN THUSLY □ ARE IRON BARS (IB) UNLESS OTHERWISE NOTED.  
SIB DENOTES 1" X 1" X 4'-0" STANDARD IRON BAR  
SSIB DENOTES 1" X 1" X 2'-0" SHORT STANDARD IRON BAR  
IB DENOTES 5/8" X 5/8" X 2'-0" IRON BAR  
IB ⌀ DENOTES 3/4" diameter X 2'-0" ROUND IRON BAR  
CC DENOTES CUT-CROSS  
CP DENOTES 5mm X 50mm STEEL PIN  
■ DENOTES SURVEY MONUMENT FOUND  
□ DENOTES SURVEY MONUMENT SET AND MARKED 1744  
WIT. DENOTES WITNESS ⊥ DENOTES PERPENDICULAR  
(S) DENOTES SET (M) DENOTES MEASURED (D) DENOTES DEED  
ORP DENOTES OBSERVED REFERENCE POINT  
SSIB'S SHOWN ON THIS PLAN HAVE BEEN SET IN LIEU OF SIB'S WHERE THE POSSIBILITY THAT UNDERGROUND UTILITIES EXIST.  
(S/P) DENOTES SET PROPORTIONALLY (OU) DENOTES ORIGIN UNKNOWN  
(P) DENOTES PLAN 12R-21173  
(1744) DENOTES VERHAEGEN STUBBERFIELD HARTLEY BREWER BEZAIRE INC., O.L.S.  
(1172) DENOTES STUBBERFIELD, HARTLEY, BREWER LIMITED, O.L.S.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THIS SURVEY WAS COMPLETED ON THE 3rd. DAY OF MAY, 2019.

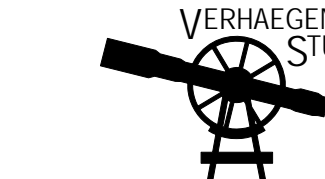
DATE MAY 27, 2019.

BRIAN COAD  
ONTARIO LAND SURVEYOR  
for VERHAEGEN • STUBBERFIELD • HARTLEY  
BREWER • BEZAIRE INC.

WINDSOR  
944 Ottawa Street  
N6X 2E1  
Ph: (519)258-1772  
Fax: (519)258-1791

VERHAEGEN  
STUBBERFIELD  
HARTLEY  
BREWER  
BEZAIRE  
INC.

LEAMINGTON  
187 Talbot Street East  
N8H 1L8  
Ph: (519)322-2376  
Fax: (519)322-2675



ONTARIO LAND SURVEYORS

www.vshbbsurveys.com

DRAWN BY: CMM	CAD Date: May 24, 2019 4:04 PM
CHECKED BY: BC	CAD File: 51400400.dwg
WORK ORDER: 5-14004	FILE NO.: E-Gosfield North-7-23
	PLAN FILE NO.: G-3506



## Appendix C

July 24, 2019

Mr. George Robinson, Town Planner  
The Corporation of the Town of Kingsville  
2021 Division Road North  
Kingsville, Ontario, N9Y 2Y9

planning@erca.org  
P.519.776.5209  
F.519.776.8688  
360 Fairview Avenue West  
Suite 311, Essex, ON N8M 1Y6

Dear Mr. Robinson:

RE: Application for Consent B-09-19, & Zoning By-Law Amendment  
ZBA-13-19 330 ROAD 8 E  
ARN 371147000003000; PIN: 751510059  
Applicant: Joseph Palmer

The following is provided as a result of our review of Application for Consent B-09-19, and Zoning By-Law Amendment ZBA-13-19. The applicant wishes to sever a parcel of land containing a dwelling and an accessory structure that is deemed surplus to the farming operation. The severed parcel will have an area of 0.743 ha. We understand that as a result of this application, the retained farmland parcel will be rezoned from A1 Agriculture to A2 Restricted Agriculture to prohibit future dwellings as per Provincial and Town policies.

### **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 8th Concession Road Drain and Jansen Drain. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by the regulations.

### **WATERSHED BASED RESOURCE MANAGEMENT AGENCY**

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

### **SECTION 1.6.6.7 Stormwater Management (PPS, 2014)**





Mr. Robinson  
July 24, 2019

Our office has reviewed the proposal and has no concerns relating to stormwater management.

#### **NATURAL HERITAGE POLICIES OF THE PPS, 2014**

The subject property contains a natural heritage feature that is identified as a significant woodland, significant wildlife habitat under the Provincial Policy Statement (PPS, 2014).

Section 2.1.5 of the PPS, 2014 states - Development and site alterations shall not be permitted in significant woodland... and significant wildlife habitat...unless it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

Section 2.1.8 of the PPS 2014 states – “Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5 and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.” The required demonstration of no negative impact, in accordance with the relevant PPS policies outlined above, is most effectively accomplished through the completion of an Environmental Impact Assessment (EIA). However, other options may exist as an adequate demonstration of no negative impact.

Our information also indicates that the subject property may support habitat of endangered species and threatened species. As per Section 2.1.7 of the PPS 2014 – “Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.” It is the proponent’s responsibility to exercise due diligence in ensuring that all issues related to the provincial Endangered Species Act and its regulations have been addressed.

It is our understanding that the retained lot will be subject to a re-zoning that will prohibit future dwellings on the subject parcel. In our opinion the successful re-zoning of the retained parcel is a satisfactory demonstration of no negative impact on the natural heritage feature. Therefore, no Environmental Impact Assessment is required and we can advise that it is our opinion that there are no outstanding natural heritage concerns associated with this application.

#### **FINAL RECOMMENDATION**

We have no objections to these applications for Consent or Zoning By-law Amendment.



Mr. Robinson  
July 24, 2019

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

Sincerely,



Corinne Chiasson  
*Resource Planner*  
/cor



# **THE CORPORATION OF THE TOWN OF KINGSVILLE**

## **BY-LAW 78 - 2019**

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### **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 34 of By-law 1-2014 is hereby amended by changing the zone symbol on an approximately 19.49 ha (48.163 ac.) portion of land, known municipally as 330 Road 8 East, in Part of Lot 23, Concession 7, as shown on Schedule 'A' in cross-hatch attached hereto from 'Agriculture (A1)' to 'Agriculture - Restricted (A2)'.
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 34 of the Planning Act.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS  
9<sup>th</sup> DAY OF SEPTEMBER, 2019.**

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**MAYOR, Nelson Santos**

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**CLERK, Jennifer Astrologo**

## Schedule A



**330 ROAD 8 E**

**PART OF LOT 23, CONCESSION 7**

**ZBA/13/19**

0 115 230 460 690 920 Meters



Schedule "A", Map 34 of By-law 1-2014 is hereby amended by changing the zone symbol as shown on Schedule 'A' in cross-hatch attached hereto from 'Agriculture (A1)' to 'Agriculture - Restricted (A2)'.



2021 Division Road North  
Kingsville, Ontario N9Y 2Y9  
(519) 733-2305  
[www.kingsville.ca](http://www.kingsville.ca)  
[kingsvilleworks@kingsville.ca](mailto:kingsvilleworks@kingsville.ca)

**Date:** September 9, 2019  
**To:** Mayor and Council  
**Author:** Dan Wolicki, Manager of Municipal Facilities and Properties  
**RE:** Water Bottle Refilling Stations  
**Report No.:** MS 2019-36

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## **AIM**

To provide Council with an update regarding the implementation of water bottle refilling stations within suitable town-owned buildings and parks.

## **BACKGROUND**

This report is in response to Council's direction to investigate the feasibility of installing a water bottle refilling station at the Carnegie Arts & Visitor Centre and further research other possible locations for the consideration of a water bottle refilling station.

Water bottle refilling stations provide the public with an incentive to use non-disposable water bottles and contributes to the reduction of single-use plastics. Providing publicly accessible drinking water gives residents and visitors a healthy and environmentally responsible method in support of disrupting single-use habits and staying hydrated

## **DISCUSSION**

Water bottle refilling stations are environmentally sustainable and promotes positive public health practices and encourages residents to make choices aimed at reducing plastic waste.

A number of refilling stations models were explored to determine if the attributes of each unit considered the following:

- Accessibility
- Cost
- Ease of Installation
- Components (type of bottle filler, size of unit)
- Ease of cleaning and maintenance



- Vandal resistant

The preferred model for indoor usage is the Elkay EZH20 Surface Mount Refilling Station W/Filter, Stainless Steel LZWSSM and for outdoor usage is Elkay LK4405BF Single Level Wall-Mount Outdoor Fountain with Water Refilling Station.

Attached in Appendix A provides information on each preferred model. Associated costs for the purchase of each model is identified in Table 1.

**Table 1**

Type of Use	Model	Cost
Indoor	Elkay EZH20 Surface Mount Refilling Station W/Filter, Stainless Steel LZWSSM	\$1,450.00 (excluding HST)
Outdoor	Elkay LK4405BF Single Level Wall-Mount Outdoor Fountain with Water Refilling Station	\$3,475.00 (excluding HST)

The associated costs of \$3,650.00 have been determined for the Carnegie Arts & Visitor Centre of installing a water bottle refilling station based from the cost to purchase the unit and labour for the installation.

The following locations listed in Table 2 have been examined and are recommended as suitable locations for the implementation of water bottle refilling stations:

**Table 2**

Location	Type of Use
Arena	Outdoor (Baseball Pavilion) Indoor (Old Front Lobby)
Lakeside Park	Outdoor (Outdoor Washrooms)
Ridgeview Park	Outdoor (Ridgeview Hall)
Town Hall	Indoor (Public Washrooms Hallway)
Grovedale Community Centre	Indoor (W/C Hallway)
Lions Park	Outdoor (Incorporated with Development Project)
Mettawas Park	Outdoor (Incorporated with Development Project)

Each recommended site was considered based on availability of drainage, electrical power and water supply. Some adjustments to the locations are necessary as one or more of these required elements were not available at some of the recommended locations. Installation costs will vary at each recommended site pending the amount of labour and materials to connect the required services.

## **LINK TO STRATEGIC PLAN**

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

## **FINANCIAL CONSIDERATIONS**

The financial cost for the purchase of the water bottle refilling station and labour for the installation at the Carnegie Arts & Visitor Centre is \$3,650.00 which will be absorbed through the operational budget. It is recommended that the implementation of water bottle refilling stations at other suitable facilities and parks be considered for 2020 Capital budget due to associated costs.

## **CONSULTATIONS**

Global Industrial  
Warkentin Plumbing  
Phasor Industrial  
Municipal Services

## **RECOMMENDATION**

For Council to receive the report and that the implementation for the installation of water bottle refilling stations be considered in the 2020 Capital budget.

*Dan Wolicki*

Dan Wolicki  
Manager of Municipal 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

## Elkay EZH2O Surface Mount Refilling Station W/Filter, Stainless Steel, LZWSSM



The Elkay EZH2O® Bottle Filling Station delivers a clean quick water bottle fill and enhances sustainability by minimizing dependency on disposable plastic bottles. Surface mount design - ideal for installations with limited wall depth. Sanitary no-touch sensor activation with automatic 20-second shut-off timer.

### Features:

Touchless, sensor-activated design for use in limited wall depth applications.

- Fill rate is 1.5 GPM.
- Visual filter monitor with LED filter status indicator for when filter change is necessary.
- The 3,000-gallon filter is certified to NSF 42 and 53 for lead, Class 1 particulate, chlorine, taste and odor reduction.
- Green Ticker informs user of number of 20 oz. plastic water bottles saved from waste.
- Able to pair with a remote chiller.
- Laminar flow provides clean fill with minimal splash.
- Silver ion antimicrobial protection on key plastic components to inhibit the growth of mold and mildew.
- Real drain system eliminates standing water.
- Rated for indoor use.

# Elkay LK4405BF - Single Level Wall-Mount Outdoor Pedestal Fountain With Water Refilling Station



Outdoor Bottle Filling Stations ideal for educational campuses and recreational areas. Powder-coated exterior over a corrosion-resistant stainless steel type-316 base material to provide protection from the elements.

## **Features:**

Corrosion-resistant base material provides the ultimate protection from the elements.

- Heavy-gauge construction with tamper-resistant screws that resist stains and corrosion.
- Laminar flow provides clean fill with minimal splash.
- Freeze-resistant options available.
- Available in 12 stunning finishes.
- Ideal for outdoor use.



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**Date:** August 30, 2019  
**To:** Mayor and Council  
**Author:** Ryan McLeod, Director of Financial Services  
**RE:** Kingsville Community Grant Fund Policy Review  
**Report No.:** FS-2019-14

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#### **AIM**

To provide council with the opportunity to review the existing grant policy and to direct administration to make any amendments deemed appropriate.

#### **BACKGROUND**

Municipalities are often asked to provide financial and in kind support services to various charities, not-for-profit organizations and other special interest groups. To address these requests, the Town has adopted a policy to establish criteria and to guide the decision making process on awarding grants. The existing Kingsville Community Grant policy was last reviewed and amended in fall of 2017.

#### **DISCUSSION**

Based on informal feedback and personal observations regarding the grant approval process, Administration is proposing a few amendments to the Kingsville Community Grant policy. These changes are highlighted in the policy attached to this report. The more significant changes are discussed below:

##### Section 3.1 – Funding Categories

3.1.3 - The funding category “Historical & Cultural Events or Organizations” has been expanded to include the term “Arts” to better reflect the number of Artist based applications which Council has supported in recent years.

3.1.7 - “Purchase of Advertising in Event Program Booklets” has been replaced with “Event Sponsorship” to make it less specific.

## Section 3.2 – Types of Funding

3.2.1 – The section on Grants currently indicates that the Town will “assist with an organization’s operating expenditures up to maximum of 25%”. As section 6.1 of the policy clearly indicates that there is a desire for organizations to remain financially self-sufficient, this appears to be somewhat contradictory. Based on observations gathered during the 2019 grant deliberations, it appears that Council is more interested in assisting organizations with start-up costs for new programs, special events, or capital projects.

Administration is proposing to replace section 3.2.1 with the following;

The Town of Kingsville may award cash grants, up to a maximum of 50%, of the cost for following;

- Start-up costs for new programs
- Special events
- Capital projects

The grant recipient will be required to demonstrate that that they have the balance of funding available, or a viable financial plan, to finance the balance of the costs.

## Section 6.5 – Payment of Approved Grants

The current policy indicates that grant recipients will receive their money over the course of the year based on the timing of their expenditures. As most grant recipients require Town funding before they can proceed with their event or project, this is not a practical or efficient process. Administration is proposing to provide recipients with their grant award upon approval. The Town will reserve the right, upon request, for recipients to provide financial records to support the use of the funds. Section 6.6 already speaks to the requirement to repay grant funds if they are not applied towards their intended purpose.

If council desires, the existing policy could also be amended to include:

- 1) A maximum on the amount of any individual application in a given year (ex. \$10,000)
- 2) A firm maximum on the total value of grants to be awarded in any given year (ex. .05% of the previous year tax levy - \$85,837 for 2019)

## **Scoring Matrix**

Among other changes, the 2017 grant policy amendments included the adoption of a scoring matrix, which is to be provided to Council during budget deliberations. Please accept my apologies for the oversight in failing to provide this to Council during the 2019 budget deliberations.

To assess the effectiveness of the scoring matrix, I have scored all 22 of the 2019 grant applications. Please see Appendix A for the scoring results under the current policy.

Based on the results, Administration would recommend the following changes to the scoring matrix;

#### Section 3.2 – Types of Funding

Remove the asterisks after “request is for only one type of funding”. Applicants should receive 1 point if they apply for only one type of funding, which our policy indicates, and an additional point if that request is for “in-kind” services only.

#### Section 6.1 – Sustainability

Based on the policy changes recommended above, it is suggested that one point be awarded if the application is for less than 50% of the total project cost. An additional point would be awarded if the application is for less than 25% of the total project costs. This would reward organizations who contribute or fundraise more of their own money towards a project.

The current matrix awards a point if the applicant has not made a previous application for funding/support. It does not indicate if this refers to the previous year, or if they have ever received funding in the history of their organization. It is recommended that this line is replaced with “Applicant has not received funding/support in the previous 2 years”.

#### Section 6.2 - Benefit to Residents of Kingsville

The current process awards points based on a % of the population which will benefit from the application. Unfortunately, it currently awards the same number of points whether 1 person benefits or 5,000 people benefit (i.e. less than 25% of our population). I would recommend replacing the current chart to one that refers to the # of residents benefiting from a grant award.

Please refer to Appendix B for a copy of the current scoring matrix with the proposed changes.

Overall, the scoring matrix is an effective tool to assess the completeness and eligibility of an application, however, it does not fully account for the quality of the proposal. Assessing the merits of an application is a subjective process. Council should be aware of the limitations of any scoring matrix if they are tempted to make funding decisions based on “scores” alone.

### **LINK TO STRATEGIC PLAN**

Promote the betterment, self-image and attitude of the community.

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

Effectively manage corporate resources and maximize performance in day-to-day operations.

## **FINANCIAL CONSIDERATIONS**

Grant awards help charities, non-profit organizations, and volunteer groups provide programs and services that they may not otherwise be able to deliver. Given the number of volunteer hours that many of these groups invest back into our community, most of the financial contributions from the Town yield a very high return on investment when it comes to making Kingsville a better place to live. If many of the services supported by the grant awards were no longer provided by these volunteer organizations, residents may look to the Town to fill these voids.

## **CONSULTATIONS**

Various Municipal Grant Programs.

## **RECOMMENDATION**

That Council approve the proposed amendments to the Kingsville Community Grant Fund Policy and scoring matrix as presented or provide alternative direction.


*Ryan McLeod*

Ryan McLeod, CPA, CA  
Director of Financial Services

*Peggy Van Mierlo-West*

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



	<b>FINANCIAL SERVICES KINGSVILLE COMMUNITY GRANT FUND</b>	
Policy #: FS-001	Issued: September 2009	Reviewed/Revised: October 2017
Prepared By: Director of Financial Services	Reviewed By: Senior Management	Approved By: Council

## 1.0 PURPOSE

The purpose of this policy is to:

1. Establish guidelines for funding to organizations that meet the eligibility requirements and funding categories of the Kingsville CGF;
2. Define the types of organizations that are eligible for funding;
3. Establish eligible funding categories;
4. Define funding mechanisms
5. Define the requirements for an annual application process for grant requests; and,
6. Ensure fairness and consistency in providing funding to qualifying organizations.

## 2.0 SCOPE

Only those organizations that meet all of the following criteria will be considered for a grant under the Kingsville CGF:

1. Organization is a:
  - a. Registered charitable organization or a
  - b. Registered not-for-profit organization or a
  - c. Volunteer group

Funding requests from individuals will not be considered;

2. Organizations seeking grants must provide services that fall into one of the funding categories identified in Section 3.1, "Funding Categories";
3. Organizations must provide services that directly benefit the general public within the municipal boundaries of the Town of Kingsville and make their services available to the general public without discrimination;

4. Organizations must be located in the Town of Kingsville or provide evidence of a project specific to the Town of Kingsville, with the majority of participants being from the Town of Kingsville; and,
5. Grant applicants related to a religious organization must be able to demonstrate that a distinct line of separation exists within its program and budgets between strictly religious activities and its community service program;

Organizations whose primary focus is in the Town of Kingsville will be given priority consideration for funding under the Kingsville CGF.

This policy excludes town support offered through formal partnership and sponsorship agreements.

### 3.0 DEFINITIONS

#### 3.1 FUNDING CATEGORIES

Applications which fall into one of the following funding categories will be considered for funding under the Kingsville CGF.

1. Social & Community Services

Services that respond to the basic needs and safety of residents within the community, including referral, information and assistance in a variety of areas such as health care, food, clothing, shelter, government services, counseling, employment, etc. and promote healthy communities. Services within this funding category must not duplicate or displace services offered by another organization. To be eligible for funding in this category the majority of the organization's clientele must reside in the Town of Kingsville.

2. Seniors or Youth

Activities directed towards the youth or senior population primarily within the Town of Kingsville. Includes Youth/Senior Centres offering activities and programming for youth and seniors whose primary membership is residents of the Town of Kingsville. Activities and programming offered within this funding category must not duplicate activities and programming offered by the Town of Kingsville. ~~The Town of Kingsville will only recognize one senior or one youth group in each community~~

3. Historical, **Arts &** Cultural Events or Organizations

Events and activities which serve to celebrate historical or ~~cultural heritage~~ **arts & culture**, or gather, document, preserve or otherwise maintain information and artifacts of an historical or cultural value.

4. Fundraisers for Municipal Projects

Fees for fundraisers held in a municipal facility whose sole purpose is to raise funds for a municipal project to construct rehabilitate or maintain municipal infrastructure may be waived. Assistance provided in this category will be prorated based on the proportion of funds raised and directed towards municipal projects to total funds raised.

Fees for fundraisers held in a municipal facility whose sole purpose is to raise funds for charitable causes, other local causes not related to municipal projects or other nonlocal causes will not be waived.

5. Community Beautification & Protection/Preservation of the Environment

Includes projects which serve to enhance or beautify the municipality or preserve and protect the environment.

6. Disaster Relief

Appeals for disaster relief by other municipalities within Essex County or the Province of Ontario will be approved solely at the discretion of Council.

7. **Event Sponsorship** ~~Purchase of Advertising in Event Program Booklets~~

**Sponsoring an event that is open to the public and/or is expected to attract a large number of visitors to the Town of Kingsville.**

~~Purchase of business card size ad in an event program booklet when the booklet is covering an event at municipal facilities and/or when the event is attracting a large number of visitors to the Town of Kingsville.~~

### 3.2 TYPES OF FUNDING

The following generally describes the types of funding provided under the Kingsville CGF. Applications will be limited to requests for one type of funding only.

1. Grants

~~Cash grants provided by the Town of Kingsville to assist with an organization's operating expenditures up to a maximum of 25% of the organization's operating costs, excluding the cost to purchase or sell alcoholic beverages. Cash grants may also be provided for a one-time project.~~

**The Town of Kingsville may award cash grants, up to a maximum of 50%, of the cost for following;**

- Start-up costs for new programs
- Special events
- Capital projects

The grant recipient will be required to demonstrate that they have the balance of funding available, or a viable financial plan, to finance the balance of the costs.

## 2. In-Kind Assistance

In-kind assistance provided by the Town of Kingsville includes the following:

- a. work performed for the organization by Town of Kingsville employees during regular business hours while employed by the Town (for example—snow removal, grass cutting, barricade placement, traffic control);
- b. ~~long-term~~ rental of municipal **property** buildings at a reduced rent;
- c. ~~payment of utilities for an organization's building in or adjacent to a municipal building~~

## 3. Waiver of Fees

Waiver of all or a portion of the fees normally charged for the use of space in a municipal facility. (This program does NOT cover the waiving of fees relating to development charges, building permit fees or planning fees. Separate requests must be made in writing to Council for individual consideration of requests of this kind.)

## ~~4. Purchase of Advertising~~

~~The purchase of advertising in an event or program booklet as set out in Section 3.1.7) above up to a maximum value of \$50 for a business card size advertisement.~~

## 4.0 REFERENCE DOCUMENTS

Annual Budget  
Kingsville CGF Application Form Appendix A  
Evaluation Matrix Appendix B

## 5.0 RESPONSIBILITIES

The Director of Financial Services or his/her designate will receive and score applications in accordance with the evaluation matrix found in Appendix B. An executive summary will be prepared and attached to copies of applications for presentation to Council.

Council will review submissions as part of the annual budget deliberation process.

## **6.0 PROCEDURE**

### **6.1 SUSTAINABILITY**

Organizations submitting grant requests for multiple years will be required to demonstrate the efforts and achievements related to future sustainability on an annual basis including:

1. That they are actively pursuing other sources of financial support and fundraising through other levels of government, donations, membership fees, ticket sales, user fees, etc.; and,
2. That they are working towards future self-sufficiency for purposes of reducing or eliminating their organization's need for municipal assistance in future years.

As part of the application process, organizations planning to submit grant requests annually for multiple years will be required to submit a 3- to 5-year business plan with each year's grant application (refer to Section 6.3, "Application for Funding under the Kingsville CGF").

### **6.2 BENEFIT TO RESIDENTS OF THE TOWN OF KINGSVILLE**

All applicants under the Kingsville CGF will be required to provide information, including demographic information that identifies the level of participation or benefit that their project, activity, program, etc. provides to the residents of the Town of Kingsville.

### **6.3 APPLICATION FOR FUNDING UNDER THE KINGSVILLE COMMUNITY**

#### **GRANT FUND**

All organizations requesting funding under the Kingsville Community Grant Fund must submit an application using the Town's "Application for Funding under the Kingsville Community Grant Fund" contained in Appendix "A". All information requirements outlined in the application must be included with an application. Council reserves the right to disqualify any grant request where all required information has not been provided.

Applications for operating grants, capital grants and in-kind grants for the following funding categories will only be considered on an annual basis with the **deadline for submitting an application being October 31<sup>st</sup> for approval in the following year's budget.**

1. Social or Community Services
2. Seniors or Youth
3. Historical or Cultural Events or Organizations

4. Community Beautification & Protection/Preservation of the Environment
5. Event Sponsorship

Applications for all other requests for funding including, ~~advertisements in program booklets~~, waiver of fees for municipal facilities and appeals for disaster relief may be submitted at any time throughout the year.

Applications will only be considered if they are submitted prior to the commencement of a project and before any costs associated with the project have been incurred. The Town of Kingsville, through the Kingsville CGF, will not contribute to deficits from operations of past years.

If an organization or group applying for a grant has a financial surplus or reserve from prior year's operations and it is not designated for a specific purpose, the amount of the surplus or reserve will be deducted from any grant approved for the organization.

Only one application per organization will be considered in a fiscal year. All programs, projects and undertakings requiring grant funding for an organization must be consolidated into one application.

#### **6.4 PROCESSING OF APPLICATIONS**

Applicants submitting an application for operating grants, capital grants and in-kind grants for the October 31st deadline will be advised of the status of their grant application upon budget adoption by Council (March/April of the following year).

All other applications submitted throughout the year will be reviewed by Council or the Director of Financial Services at the earliest possible meeting date following receipt of the request.

All grant requests which are approved by Council must be adopted by resolution in a public meeting of Council.

Applicants may be required to make a presentation to Council as part of Council's review of a grant application. Council also reserves the right to request information in addition to the information requested in the Application for Funding under the Kingsville CGF.

The granting of assistance in any year is not to be regarded as a commitment by the Town of Kingsville to continue assistance in future years.

#### **6.5 PAYMENT OF APPROVED GRANTS**

Grants will be paid to recipients within 30 days of approval. Grant recipients may be required, upon request, to provide financial documentation (ex. receipts) to verify that grant proceeds were applied towards their intended purpose as outlined in their grant application.

~~Grants will be paid to grant recipients based on the timing of expenditures. Grant recipients may apply for up to 50% of the approved grant to assist with the start-up cost of a one-time project. Operating grants will be paid quarterly based on the cash flow requirements provided by the applicant.~~

## **6.6 REPAYMENT OF GRANTS**

Grant recipients shall repay the whole or any part of the grant as determined by the Town of Kingsville if the grant recipient:

1. Ceases operating
2. Ceases to operate as a non-profit, charitable or volunteer group
3. Merges or amalgamates with any other party
4. Knowingly provides false information in a grant application
5. Uses grant funds for purposes other than those identified in the grant application and subsequently approved by the Town of Kingsville
6. Breaches any other terms or conditions of the Kingsville CGF
7. Breaches any of the provisions of the Ontario Human Rights Code in its operations
8. Acts in the capacity of funding body for, or make grants or transfers funds to, any other group or organization

Any unused portion of a grant paid to a grant recipient remains the property of the Town of Kingsville and must be repaid by the recipient upon request. It is recognized that organizations that receive grant funding may have a year end that is different from the Town's fiscal year end and the determination of funding use will be assessed based on the grant recipient's year end.

## **6.7 RECOGNITION**

Grant recipients are required to acknowledge the Town's contribution to their activity, program, event or organization in all advertising, booklets, programs, signage, plaques, websites, etc. produced by the recipient. All recognition must be approved by the Town prior to printing, posting or distributing the material.

## **6.8 ANNUAL BUDGET FOR KINGSVILLE COMMUNITY GRANT FUND**

The total value of grants provided through the Kingsville CG Fund will be limited to annual budget allocations approved by Council. The recommended annual maximum for the fund is set at 0.5% of taxation revenue.

Council reserves the right to adjust awards to approved recipients if the total of approved requests exceeds the recommended annual maximum. Pro ration may be carried out either on a percentage basis or a uniform hard cap maximum across all applications. The determination of adjustment method, if undertaken, will be decided in each budget year and need not be consistent from year to year.

## **7.0 REVIEW/REVISIONS**

<b>No.</b>	<b>Revision Details (incl. provision #)</b>	<b>Revision By</b>	<b>Date</b>
1.	Clause 2 Scope to exclude partnerships/sponsorships	S. Zwiers	09/28/2017
2.	Clause 3.2 Limits applications to one type of funding per application.	S. Zwiers	09/28/2017
3.	Clause 3.2.1 Grants to a maximum of 25% of operating costs from 50%	S. Zwiers	09/28/2017
4.	Clause 5 Responsibilities amended to require DFS to score applications in accordance with matrix in NEW APPENDIX B and prepare executive summary for council	S. Zwiers	09/28/2017
5.	Clause 6.8 Annual Budget amended to allow council the right to adjust individual awards to maintain the recommended budget maximum for the fund	S. Zwiers	09/28/2017
6.	Appendix B - New	S. Zwiers	09/28/2017
7.			
8.			

Questions about this policy can be referred to Director of Financial Services or Manager of Financial Services.



GRANT REQUESTS							
01-112-200-60390		2018	2019	Appl'n	Evaluation	2019	Notes
ORGANIZATION:		Approved	Requested	Received	Score	Approved	
5	BIA - Floral Project	\$ 15,300	\$ 19,353	Yes	15	\$ 19,353	- to offset the cost of planters / hanging baskets and maintenance in downtown Kingsville. The 2019 application includes costs to fund a Spring - Fall and a Winter planter program.
8	Jack Miner Migratory Bird Foundation	\$ 9,000	\$ 10,000	Yes	15	\$ 8,000	- to enhance viewing areas, trails and facilities which are designed to educate the public on conservation & migratory birds.
14	Kingsville Lion's Club	\$ 6,450	\$ 6,450	Yes	15	\$ 3,000	- to offset a portion of their cost to host various events throughout the year. All proceeds from the events are directed to Lions charities and projects.
7	Cottam Minor Baseball		\$ 5,000	Yes	14	\$ 7,460	- to offset the cost of refurbishing the existing batting cage and purchasing a new pitching machine.
13	Kingsville Horticultural Society	\$ 7,000	\$ 8,000	Yes	14	\$ 8,000	- to maintain and construct flower beds, purchase planters and dedication plaques throughout the municipality. Historically, the Town has also earmarked \$10,000 in the Parks - Horticultural budget (60344) to be used at the Horticultural Society's discretion.
17	Migration Hall	\$ 8,500	\$ 10,000	Yes	14	\$ 10,000	- Migration Hall hosts a variety of sports, theatre and other community events which benefit our residents and local businesses and non-profit groups. Their 2019 request includes \$3,000 towards the production of 'Guys and Dolls' and \$7,000 towards the replacement of their wireless sound system equipment.
15	Kingsville-Gosfield Heritage Society	\$ 2,000	\$ 2,000	Yes	13	\$ 2,000	- to offset the cost of maintaining the Kingsville Archives which provides public access to information on local historical persons, places and events.
20	Rotary Club of Cottam	\$ 2,500	\$ 3,000	Yes	13	\$ 3,000	- to offset the cost of the Annual Horse Show / Fall festival & other activities for Cottam Youth
2	2nd Kingsville Scouts		\$ 5,000	Yes	12	\$ 2,500	- to help send 14 youth to the Pacific Scout Jamboree in British Columbia, in July of 2019.
3	Artisan Alley Project	\$ 5,000	\$ 5,000	Yes	12	\$ 2,500	- continuation of a multi-year project to establish an "Artisan Alley" in the Northwest corner of Division and Main St. The 2019 grant will be applied towards logo development and signage.
10	KDHS - OFSAA Basketball (2019) & OFSAA Volleyball	\$ -	\$ 2,000	Yes	12	\$ 2,000	- requesting \$2,000 per year (2019 & 2020) to offset a portion of the cost of hosting OFSAA events. Each event is estimated to bring 750 -1,000 visitors to Kingsville.
12	Kingsville Historical Park	\$ 10,000	\$ 10,000	Yes	12	\$ 10,000	- To offset a portion of the operating costs associated with maintaining the Kingsville Historical Park Museum. The museum has over 3000 military artifacts for residents and tourists view.
16	Leamington Lasers Swim Team		\$ 2,000	Yes	12	\$ 1,000	- The Leamington Lasers provide a fun, safe and competitive atmosphere for swimmers between the ages of 5 - 18. 20 of their 46 swimmers reside in Kingsville. Their 2019 request will offset a portion of various equipment purchases and the hiring of additional coaching.
18	Migrant Worker Community Program	\$ 1,000	\$ 10,000	Yes	12	\$ 2,000	- MWCP's mission is to provide a more positive balance to the life of migrant workers by offering social, cultural, recreation and communication opportunities and to build cultural bridges with their host communities
21	Trinity Anglican Church		\$ 8,000	Yes	12	\$ 8,000	- requesting up to \$8,000 to build a gazebo in memory of Tom Schinkelshoek and labyrinth gardens in memory of William Jackson where people can gather, relax and enjoy nature.
1	2nd Cottam Scouts		\$ 2,000	Yes	11	\$ 1,500	- to offset a portion of their programing costs which provide youth with educational, charitable and adventurous experiences to enhance their skills, independence and courage
9	KDHS - Bursary	\$ 3,000	\$ 3,500	Yes	11	\$ 3,000	- to offer 7 x \$500 post secondary education bursaries
6	Cedar Island Yacht Club	\$ 10,000	\$ 7,500	Yes	10	\$ 7,000	- to offset a portion of their operating and capital costs to provide a Youth Sailing Program.
11	Kingsville and Essex Assoc. Band	\$ 8,000	\$ 10,000	Yes	10	\$ 8,000	- to support the operating costs of the Kingsville-Essex Associated Band
22	Erie Shores Quilters Guild	\$ 960	\$ 960	No	8	\$ 960	- to offset the cost of renting the Unico 1 meeting / month.
4	Arts Society of Kingsville	\$ 3,760	\$ 2,000	Yes	7	\$ 2,000	- to offset the cost of hosting Culture Days and various other events, exhibits and classes to promote local artists and to cultivate an appreciation for the arts. \$1500 will be applied towards rent of the Unico Community Centre. \$500 will help fund Culture Days.
19	Shooters Photography Club	\$ 500	\$ 1,000	Yes	7	\$ 1,000	-to offset a portion of their operating costs.
	BIA - Facelift Grant	\$ 5,000	\$ -	Yes			- to assist BIA members with façade improvements. The Facelift grant will cover 50% of the cost to a maximum of \$500 per application.
	Erie North Shore Hockey - Pee wee OHF Championship	\$ 4,500	\$ -	Yes			- to offset a portion of the cost to host the 2018 OHF Pee wee Championship in Kingsville on April 12 - 15, 2018. This event is estimated to draw 300 visitors to our area.
	Little Tomato Children's Theatre	\$ 2,000	\$ -	Yes			- to offset a portion of the production costs associated with their annual musical. They will also be using the funds to offset the cost of replacing microphones.
	Kingsville Historical Park - Property Taxes	\$ 4,500	\$ -	Yes			N/A - Effective 2019, the property is exempt from taxation. This grant is no longer required.
	Sun Parlour Folk Music Society	\$ 20,000	\$ -	Yes			- to offset a portion of the cost of promoting and hosting the annual Folk Festival at Lakeside Park in August. This festival strives to be a long-term tourism draw and signature destination event for the Town of Kingsville. This grant is no longer required in 2019 as the Town has entered a 5 year funding agreement with this festival.
	Charitable Advertising / Sponsorships						
	MADD						- MADD Message Yearbook
	Unallocated						
							0.5% of taxes is estimated at \$82,000
TOTAL REQUESTS:		\$ 128,970	\$ 132,763			\$ 112,273	

**APPENDIX B  
CORPORATION OF THE TOWN OF KINGSVILLE**



2021 Division Road North  
Kingsville, ON N9Y 2Y9  
Phone: 519-733-2305

**Kingsville Community Grant Fund  
Evaluation Matrix**

The purpose of the evaluation matrix is to objectively measure requests for funding against the eligibility criteria set out in the attached policy.

This evaluation matrix may be amended from time to time by resolution of Council.

One point will be awarded for each successful factor. Sections will be totaled and multiplied by the stated weighting factor. The grand total of all weighted sections determines the application's overall score.

**Evaluation Factors:**

**Section 2.0 Eligibility Criteria**

Submitted complete application.	<input type="checkbox"/>	
Submitted application by deadline.	<input type="checkbox"/>	
Applicant is a registered charity/ not-for-profit or volunteer group.	<input type="checkbox"/>	
Applicant represents a charity or group that has no paid employees.	<input type="checkbox"/>	
Subtotal	<input type="text" value="0"/>	
Weighting Factor	<input type="text" value="1"/>	
Section Total		<input type="text" value="0"/>

**Section 3.0 Funding Categories**

Request matches funding category (select all that apply)

Social & Community Services	<input type="checkbox"/>
Seniors or Youth	<input type="checkbox"/>
Historical, <b>Arts &amp;</b> Cultural Events or Organizations	<input type="checkbox"/>
Fundraisers for Municipal Projects	<input type="checkbox"/>
Community Beautification & Protection/Preservation of Environment	<input type="checkbox"/>
Disaster Relief	<input type="checkbox"/>
Purchase of Advertising in Event Program Booklets	<input type="checkbox"/>
<b>Event Sponsorship</b>	<input type="checkbox"/>
Subtotal	<input type="text" value="0"/>

	Weighting Factor	1	
	Section Total		0

**Section 3.2 Types of Funding**

Request is for only one type of funding

\*In the event an application includes more than one funding type request the type of lowest value will be deemed the type applied for.

Request is for in kind services only.

Subtotal 0  
 Weighting Factor 1  
 Section Total 0

**Section 6.1 Sustainability**

~~Applicant is actively pursuing other sources of financing.~~

~~Application is for less than than **50%** of operating project costs.\*~~

\*Applicant must demonstrate ability to finance the balance of the costs

~~Application is for less than than **25%** of operating project costs.\*\*~~

\*\*Additional point

~~Applicant has not made previous applications for funding/support.~~

~~Applicant has not received funding/support in previous 2 years.~~

Application is for current year only.

If application is for multiple years, a multi year business plan has been provided.

Subtotal 0  
 Weighting Factor 2  
 Section Total 0

**Section 6.2 Benefit to Residents of Kingsville**

~~Application will benefit what percentage of total Kingsville population:~~

	Weighting Factor		
0% to 25%		4	0
26% to 50%		2	0
51% to 75%		3	0
76% to 100%		4	0

0

Application will benefit how many Kingsville residents:

0 - 25 residents		0	0
26 - 100 residents		1	0
100 - 500 residents		2	0

500 - 2000 residents		3	0	
2000+ residents		4	0	0
APPLICATION GRAND TOTAL (max score 25)				0



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**Date:** August 27, 2019  
**To:** Mayor and Council  
**Author:** Jennifer Galea, Human Resources Manager  
**RE:** Union Pay Equity and Internal Equity  
**Report No.:** CS-2019-16

---

## **AIM**

To provide a formal update to council on the pay equity plan for the union employees. Additionally, to obtain council approval on the internal equity adjustments for the union employees.

## **BACKGROUND**

The Town of Kingsville achieved pay equity compliance in 2006 when a Pay Equity Plan was posted for the union employee group. The *Pay Equity Act*, requires all employers to show that pay equity has been achieved and maintained in their workplace. To meet the minimum requirements of the Act, all employers must carry out the following activities for each of their establishments:

- Determine job classes, including gender and job rate of job classes.
- Determine the value of job classes based on legislative requirements of skill, effort, responsibility and working conditions using a gender neutral comparison tool.
- Conduct job comparison for all female job classes using job-to-job and/or proportional value method of comparison.
- Identify and adjust the compensation of underpaid female job classes so that they are paid at least as much as an equal or comparable male job class or classes. All retroactive payment must include interest.

On November 10, 2016, the IBEW Local 636 Collective Agreement for Full-Time employees ("CA") was ratified. As part of the CA, the parties negotiated a Letter of

Understanding (“LOU”) which provided that Pay Equity and Internal Equity be addressed by the parties:

“This letter will serve as confirmation of an understanding that has been reached between the Parties during contract negotiations with the respect to Pay Equity and Internal Equity. The Parties agree to begin these negotiations one (1) year after ratification of this collective agreement. The Parties agree to address any wage disparities arising from the Pay/Internal Equity Review within one (1) year of completing this process.”

Marianne Love of ML Consulting was selected to facilitate the pay equity component of the LOU. A Joint Pay Equity Committee was established and was comprised of members representing the Town and Union. The CAO, Director Corporate Services, and HR Manager, represented the Town and the Business Representative for Local 636 along with employees from Public Works, Environmental Services and Office Support represented the Union. The committee has been meeting over the last year to complete the pay equity process.

Job information questionnaires were complete by the job incumbents and signed off by the managers for each unique job classification. The Committee evaluated each position using the information questionnaires and scored the jobs with McDowall Job Evaluation System Tool. The committee subsequently reviewed each evaluated job. Job bands were created that spanned a range of 70 points and job classes of equal or comparable value were placed in the appropriate band. Refer to the Town of Kingsville and IBEW Local 636 Amended Pay Equity Plan Services (please refer to Appendix ‘A’).

## **DISCUSSION**

The results of the pay equity analysis establish that the Town is compliant with the *Act* and there are no pay equity adjustments required.

However, the pay equity analysis indicates that there are internal equity issues with 2 positions: Environmental Services and Seasonal/Part Time Parks and Recreation. Both the Environmental Services and Seasonal/Part Time Parks and Recreation positions are not being paid the same rate as the other positions within their job band, which in turn has created an internal equity issue. The Environmental Services position is located in Band 2 is currently paid a wage rate of 29.73 per hour, but the rate of pay for Band 2 is \$32.46 an hour. This leaves a shortfall of \$2.73 an hour.

Currently, the wage rate for employees in Environmental Services position is commensurate with the licence level attained, as depicted in the chart below. To achieve internal equity, it is proposed that the wages are adjusted upwards so that operators with a Waste Water License of L1 and a Water Distribution License of L3 are paid the band rate of \$32.46. This proposal maintains the current tiered system that is currently in place and achieves internal equity in accordance with the LOU.

Waste Water License	Water Distribution License	Base Current	Waste Current	Water Current	Current Rate	Base Proposed	Waste Proposed	Water Proposed	Proposed Rate
OIT	OIT	\$29.28	\$0.25	\$0.25	\$29.78	\$29.28	\$0.48	\$0.48	\$30.24
OIT	L1	\$29.28	\$0.25	\$0.45	\$29.98	\$29.28	\$0.48	\$0.87	\$30.63
L1	L1	\$29.28	\$0.45	\$0.45	\$30.18	\$29.28	\$0.87	\$0.87	\$31.01
L1	L2	\$29.28	\$0.45	\$1.10	\$30.83	\$29.28	\$0.87	\$2.12	\$32.27
L1	L3	\$29.28	\$0.45	\$1.20	\$30.93	\$29.28	\$0.87	\$2.31	\$32.46

The Seasonal/Part Time Parks and Recreation position is located in Band 1. This position is currently paid an hourly rate of \$19.56 per hour, while all other positions in that Band are paid an hourly rate of \$29.28. To achieve pay equity, it is proposed that the wage rate for this position be raised to \$29.28 per hour.

### LINK TO STRATEGIC PLAN

Effectively manage corporate resources and maximize performance in day-to-day operations.

### FINANCIAL CONSIDERATIONS

There are no financial impacts from the pay equity plan amendment.

The financial impacts from internal equity for the positions of Environmental Services and Seasonal/Part Time Parks and Recreation for the 2019 budget would be \$42,644 with an effective date of September 9, 2019. This cost can be absorbed from the 2019 vacancies in staffing. The annual impact to the budget for 2020 and will be approximately \$121,828 which will have to be funded by taxation.

### CONSULTATIONS

CAO  
Director of Corporate Services  
Director of Finance

### RECOMMENDATION

That Council receive the update on the pay equity plan, and that Council approve the internal equity adjustments that have been outlined from the pay equity analysis.

*Jennifer Galea*

Jennifer Galea, CHRL  
Human Resources Manager

*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





# Town of Kingsville and IBEW Local 636

Amended Pay Equity Plan

August 2019

## **Appendix 'A' – Town of Kingsville and IBEW Local 636 Amended Pay Equity Plan**

Whereas the Town of Kingsville and IBEW, Local 636 negotiated a Pay Equity Plan, posted January 24, 2006;

And Whereas there have been changes in job content and new jobs created since the date of posting;

Kingsville and IBEW, Local 636 have undertaken a pay equity maintenance process to update and amend the Pay Equity Plan.

### **A. Date of posting of amended plan and pay equity adjustments**

The Town of Kingsville has posted the following amended Pay Equity Plan on September 10, 2019.

### **B. Establishment**

This plan refers to the Town of Kingsville, located at 2021 Division Road North, Kingsville, ON.

### **C. Jobs covered by this plan**

This plan covers all union jobs of the International Brotherhood of Electrical Workers, Local 636 at the Town of Kingsville.

### **D. Job classes covered by this plan**

The following seventeen (17) job classes were identified:

GIS Technician

Computer Technician

Environmental Services

Public Works

Parks and Recreation

Municipal Services Department- Properties and Facilities PT

Seasonal/ PT Parks and Recreation

Parks and Recreation Program Administration PT

Municipal Administration Office, Building

Municipal Administration Office, Treasury Water

Municipal Administration Office, Treasury Accounts Payable

Municipal Administration Office, Reception

Municipal Administration Office, Reception/Cash

Municipal Administration Office, Planning

Municipal Administration Office, Corporate Services

Municipal Administration Office, Corporate Services/ Municipal Services

Fire Department (Administration) PT

**E. Gender-predominant job classes**

The parties agree to the gender predominance of each job class as follows:

**Female job classes:**

Parks and Recreation Program Administration PT  
Municipal Administration Office, Building  
Municipal Administration Office, Treasury Water  
Municipal Administration Office, Treasury Accounts Payable  
Municipal Administration Office, Reception  
Municipal Administration Office, Reception/Cash  
Municipal Administration Office, Planning  
Municipal Administration Office, Corporate Services  
Municipal Administration Office, Corporate Services/ Municipal Services  
Fire Department (Administration) PT

**Male job classes:**

GIS Technician  
Computer Technician  
Environmental Services  
Public Works  
Parks and Recreation  
Municipal Services Department- Properties and Facilities PT  
Seasonal/ PT Parks and Recreation

There are no **Gender-Neutral** job classes.

**F. Method of Comparison**

The method of comparison used is a gender-neutral job comparison system, contained in the McDowall Job Evaluation System. The plan provides for a quantifiable measurement of job-related factors which include skill, effort, responsibility and working conditions. The Pay Equity Evaluation Tool contains twelve sub-factors. Each sub-factor is comprised of several levels to allow measurement of job content. Each level within the sub-factor is worth a specific number of points as set out in the evaluation system. The total number of points allocated to each job class or job classification is based on the evaluation of the twelve sub-factors.

The main four factors of Skill, Effort, Responsibility and Working Conditions have been broken down into the following twelve sub factors:

#### Appendix 'A' – Town of Kingsville and IBEW Local 636 Amended Pay Equity Plan

Factors	Sub-Factors
Skill	Education Experience Decisions and Skills Ingenuity and Creativity
Responsibility	Independent Action Budgets/Funds Impact of Error Confidentiality Contacts and Influencing Others Leadership, Supervision, Functional Advice
Effort	Physical Effort & Mental Effort
Working Conditions	Disruption to Lifestyle/Working Conditions

Evaluations were performed by the Joint Pay Equity Committee (JPEC), facilitated by Advisors. Job Information Questionnaires were completed by job incumbents and signed off by managers for each unique job classification. The JPEC reviewed and evaluated each job classification utilizing the Job Information Questionnaire and job descriptions (if available) for reference. The job evaluation factors were applied to each job and effort was made to ensure consistency in application.

Job classes of equal or comparable value were determined by placing each job in its representative point band; 70-point bands to group jobs of similar value.

#### G. Comparison results

Jobs were placed in the similar value group based on total points.

To provide a fair, equitable Pay Equity assessment that is in keeping with the *Pay Equity Act*, the job-to-job comparison method of comparison was used.

Under the **job-to-job comparison method**, a male job of comparable value defined as being within the same range of points or range determined by bands is used as a comparator for the female jobs in the same range of points category (similar value group). The following similar value groups were used to group the jobs:

Band 1	270 to 340 points
Band 2	341 to 410 points

## **Appendix 'A' – Town of Kingsville and IBEW Local 636 Amended Pay Equity Plan**

Pay Equity is maintained when the job rates of the female job classes are at least as great as the job rate of the male comparator job class within the defined similar value group.

The job-to-job method of comparison produced a male comparator for all female job classes.

The job-to-job comparison method has produced the following:

### **Job to Job Comparison Results**

<b>Female Job Class</b>	<b>2019 Wage Rate</b>	<b>Male Job Class</b>	<b>2019 Wage Rate</b>	<b>Adjustment</b>
Parks and Recreation Program Administration PT	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Building	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Treasury /Water	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Treasury /Accounts Payable	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Reception	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Reception/ Cash	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Planning	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Corporate Services/ Municipal Services	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Municipal Administration Office, Corporate Services	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil
Fire Department (Administration) PT	\$29.28	Seasonal/ PT Parks and Recreation	\$19.56	\$ nil

(Fig. 1)

There are no pay equity adjustments required.

### **J. For further information, questions or comments**

Jennifer Galea Human Resources Manager ext.253

Christie Armstrong, Business Representative, IBEW Local 636  
[christielocal636@gmail.com](mailto:christielocal636@gmail.com)



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

**Date:** September 3, 2019  
**To:** Mayor and Council  
**Author:** Peggy Van Mierlo-West, CAO  
**RE:** 2019 Business Retention and Expansion RFP Results  
**Report No.:** CAO 19-2019

---

## **AIM**

To provide Council with the results of the 2019 Business Retention and Expansion RFP and to award the contract as per the Rural Economic Development Grant.

## **BACKGROUND**

In 2018 the Town of Kingsville applied to the Rural Economic Development (RED) Fund for the above noted project. In 2019 the Town was notified of our success in the grant process and was awarded \$26,637.50 towards the project.

A Business Retention and Attraction Program is a multifaceted approach that is designed to preserve and enhance the Town's business environment. This includes ongoing discussions with the business owners, support and government agencies. A BRE develops KPI for the Town to implement to assist in maintaining and improving the business culture.

## **DISCUSSION**

Four consulting firms provided complete proposal submissions. Three were chosen to move to the interview process. The following are the results (HST excluded);

D Hunt Consulting	\$53,980.00
MBD Insight	\$53,635.00
Strecher Harrop and Associates	\$51,098.60
Explorer	\$55,669.45

The interview process entailed the consultant presenting their unique delivery system of the BRE process, knowledge of the business culture within the Town and experience.

MDB Insight ranked very favorably within all criteria. MDB Insight have completed numerous BRE studies through Canada and specialize in Rural Economic Development. They have developed a BRE Triage which provides their partners with a snapshot of any red flags in which the Town should immediately concentrate on.

Data will be received through a three-dimension approach through, online surveys, face to face interview and review of statistical data. They are anticipated to host at least 120 interviews with assistance of volunteers.

Staff resources will be used to assist in advertisements, meeting organization and website updating.

## **LINK TO STRATEGIC PLAN**

Support growth of the business community.

## **FINANCIAL CONSIDERATIONS**

This project was approved within the 2019 Economic Development Budget in the amount of \$53,275.00.

## **CONSULTATIONS**

Tourism and Economic Development Committee

## **RECOMMENDATION**

That Council award the Request for Proposal to MDB Insight for completion of the 2019 Kingsville Business Retention and Expansion Study in the amount of \$53,635.00 and that Council adopt the requisite by-law authorizing the Mayor and Clerk to execute the agreement.

*Peggy Van Mierlo-West*

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



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**Date:** September 3, 2019  
**To:** Mayor and Council  
**Author:** Peggy Van Mierlo-West, CAO  
**RE:** Organizational Review RFP Results  
**Report No.:** CAO 19-2019

---

## **AIM**

To provide Council with the Scope of Work and Results of the Organizational Review Request for Proposal.

## **BACKGROUND**

The Town of Kingsville recently requested proposals for a corporate organizational review. The following was the requested scope of work;

- 1a. A review of the current organization structure and alignment of departmental service responsibilities.
- 1b. Recommendations related to identified and projected service and staffing needs leading 5 to 10 years into the future.
- 2a. An overview of current physical workplace locations.
- 2b. Recommendations related to identified and projected workplace needs.
3. The Town of Kingsville wishes to conduct a comprehensive review and update of its Council remuneration policy.

It is anticipated that preferred consultant would consult with staff and members of Council during this process to garner an overview of the organization. The Town of Kingsville has never completed a 3<sup>rd</sup> party review of its organizational structure however have maintained its pay equity and wage review on an annual basis. It is also recommended that Council Remuneration be review on a per term basis.



## **DISCUSSION**

6 proposals were submitted through Bids and Tenders. All proposals were deemed complete submissions. The estimated budget for this project was \$45,000 not including HST. The following were the results;

Ward and Uptigrove	\$44,960
Don Seymour Consulting	\$42,000
For Evergreen	\$39,750
Pesce and Associates	\$43,400
Strategy Corp	\$59,500
Shift Right	\$45,000

Proposals were evaluated on the basis of the following criteria:

- a. Experience, Reputation and Resources
- b. Work plan and Timelines
- c. Financial
- d. Quality of Proposal and Value Added

Upon review of all proposals Pesce and Associates were recommended to complete this project. Pesce and Associates have completed project of similar size and scope with other municipalities. It is anticipated that the project will be completed no later than December 20<sup>th</sup>, 2019.

## **LINK TO STRATEGIC PLAN**

Effectively manage corporate resources and maximize performance in day-to-day operations.

## **FINANCIAL CONSIDERATIONS**

It is recommended that this project be funded through the funds received through the Efficiency and Optimization Fund.

## **CONSULTATIONS**

Human Resource Manager  
Director of Corporate Services

## **RECOMMENDATION**

That Council award the Request for Proposal to Pesce and Associates to conduct the Kingsville Organization Review and that Council adopt the requisite by-law authorizing the Mayor and Clerk to execute the agreement; And that, the funding for this project be allocated from the Efficiency and Optimization Fund.

*Peggy Van Mierlo-West*

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



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**Date:** September 4, 2019  
**To:** Mayor and Council  
**Author:** Peggy Van Mierlo-West, CAO  
**RE:** Rural Economic Development Fund - Request  
**Report No.:** CAO 20-2019

---

## **AIM**

To provide Council information regarding the current intake of the Rural Economic Development Fund and to request approval for application.

## **BACKGROUND**

Ontario's Rural Economic Development (RED) program provides cost-share funding to support activities that create strong rural communities in Ontario, and opens doors to rural economic development through:

- funding assistance to address barriers to economic development, better position rural communities to attract and retain jobs and investment, and enhance economic growth
- funding to build community capacity and support for economic development in Ontario's rural communities
- investments in rural communities to help diversify and grow local economies – making economic growth more inclusive so Rural Ontario continues to share in the province's economic prosperity

There are two streams for intake within this program Economic Diversification and Competitiveness Stream and the Strategic Economic Infrastructure Stream.

Economic diversification and competitiveness projects can include:

- remove barriers to business and job growth
- attract investment
- attract or retain a skilled workforce
- strengthen sector and regional partnerships

- diversify regional economies in Rural Ontario

Strategic economic infrastructure projects advance economic development and investment opportunities in Rural Ontario, such as:

- rehabilitation of cultural, heritage or tourism attractions
- redevelopment of vacant or under-used properties
- main street minor capital improvements

Applications for strategic economic infrastructure projects should include previously completed work (for example, plans, strategies, research and data) that identifies the project as an economic development priority.

## **DISCUSSION**

Based upon review of current projects, the Kingsville Strategic Plan, Kingsville Economic Development Strategic plan it is recommended the Town apply within the Economic Diversification and Competitiveness stream.

Recently the Town purchased software to mobilize building permit approvals and to improve communication with the building community. While beta testing is still ongoing the response from the community has been very favorable. Internally, staff are able to maintain files digitally to improve record keeping and information transfer between departments such as permit payments, inspections and orders have improved.

The first step in this process was to provide this software to the Building Department and the next step was to implement the Planning Department system at a later date.

Through online and real time application submission and updates Building, Planning, Fire, Finance and Corporate Services Department will be able to combine resources to provide for expedited approvals and improved communication.

Some of the foreseeable additional benefits to the business community will include:

- Expedited diagnosis and operational vision
- Improved modeling of business process architecture
- Easier review of work organization and deployment of improvement
- Reduction in the amount of paper documents to process
- Real-time follow-up of the activities and performances
- Ensure business durability through
- Instill a culture of excellence within your company
- Strengthen the sense of belonging and commitment

## **LINK TO STRATEGIC PLAN**

Support growth of the business community.

## FINANCIAL CONSIDERATIONS

It is proposed that this project would be implemented in 2020 and would be included within the budget deliberations. The RED Fund will fund up to half of the project. The total estimated cost of this project is approximately \$56,000.00.

## CONSULTATIONS

Information Technology  
Planning  
Finance  
Building Department

## RECOMMENDATION

That Council direct the CAO to apply to the Rural Economic Development Grant program under the Economic Diversification and Competitiveness Stream for software optimization.

Name

Name, Credentials  
Title/Position

Name

Name, Credentials  
Title/Position

Peggy Van Mierlo-West

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



**REGULAR MEETING OF COUNCIL  
MINUTES**

**Monday, August 26, 2019**

**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 T. Del Greco, Municipal Services Manager S. Martinho, Public Works Manager 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.

**E. PRESENTATIONS/DELEGATIONS**

**1. Tom Kissner, Resident--Request dated August 19, 2019 RE: Petition of Bernath Street Property Owners for the cancellation of installment of a sidewalk on Bernath St. in Kingsville**

Mr. Kissner spoke on behalf of the signatories to the submitted Petition opposing the installation of sidewalks on either side of Bernath Street. He thanked Council for the opportunity to speak this evening on behalf of the Bernath Street residents.

**434-2019**

**Moved By** Councillor Laura Lucier

**Seconded By** Councillor Thomas Neufeld

That Council receives the Petition of Bernath Street Residents along with Memorandum dated August 16, 2019, as presented by Tom Kissner.

**CARRIED**

A recorded vote was requested on the following:

**435-2019**

**Moved By** Councillor Laura Lucier

**Seconded By** Councillor Kimberly DeYong

That Council respect the residents' request and directs Administration to cancel the sidewalk installation on both sides of the cul de sac known as Bernath Street, and further that Council directs that edge line painting be carried out.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Mayor Nelson Santos	X	
Deputy Mayor Gord Queen		X
Councillor Tony Gaffan	X	
Councillor Thomas Neufeld	X	

Councillor Larry Patterson		X
Councillor Kimberly DeYong	X	
Councillor Laura Lucier	X	
<b>Results</b>	<b>5</b>	<b>2</b>

**CARRIED (5 to 2)**

2. **Dave Elliott, President and Dan D'Alimonte, Treasurer, representing Lakeview Private Park Preservation Society (a non-profit Corporation)--Request dated August 19, 2019 that damaged shoulder of Waterview Road be repaired**

Mr. Elliott expressed his concerns with respect to the damaged shoulder of Waterview Road, and indicated that he has recently been contacted by staff, who assured him that staff is committed to resolving the issue.

**436-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Tony Gaffan

That Council receives the presentation of Dave Elliott and Dan D'Alimonte on behalf of the Lakeview Private Park Preservation Society regarding concerns about a section of the shoulder of Waterview Road that needs repair.

**CARRIED**

## **F. MATTERS SUBJECT TO NOTICE**

1. **PUBLIC MEETING--Application for Zoning By-law Amendment ZBA/12/19 by Joe & Joseph Moavro 20, 24, 28, 34 & 40 Jasperson Drive Parts 1 to 6 and 9 to 12, RP 12R 8589**

Mr. Brown, Manager of Planning Services

i) Notice of Complete Application and Public Meeting (Revised), dated August 1, 2019;

ii) Report of R. Brown, dated July 25, 2019;



iii) Proposed By-law 79-2019, being a By-law to amend By-law 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville.

Mr. Brown presented the Planning Report. He stated that the Applicant's planner, who had prepared the justification report, is also in attendance this evening.

Comments from the Applicant's Agent:

Ms. Jackie Lassaline, appearing on behalf of the Applicant, presented a brief PowerPoint presentation. She stated that the proposed Zoning By-law Amendment will establish a regulatory framework that supports an appropriate conversion that will fit well within the existing neighbourhood. She stated that the Town has a significant need for rental apartments, and that the proposed duplex dwellings will provide alternative reasonable-sized residential units.

Comments from the public:

Joanne Rivard, 222 Sandybrook Way, expressed the concern that the duplex dwellings proposed are to be utilized as rooming houses, not rentals and asked how the Town can guarantee these won't be occupied by international workers vs. families.

Matt McCracken, 646 Jasperson Lane, stated that he agrees with Ms. Rivard with respect to the duplex units potentially being utilized as rooming houses. He expressed concerns about garbage pails being left on the properties, parking, and the potential for an increase in the number of vehicles that may be parked in front of the units.

Joe Wilds, 56 Jasperson. stated that he is not opposed to the usage, but is concerned about how it will affect the flavour of the neighbourhood in the future.

There were no further comments from anyone in attendance in the audience.

A recorded vote was requested on the following Motion:

**437-2019**

**Moved By** Councillor Larry Patterson

**Seconded By** Councillor Laura Lucier

That Council approves Zoning By-law Amendment Application ZBA/12/19 to rezone property located at 20, 24, 28, 34 and 40 Jasperson Drive from 'Residential Zone 1 Urban, R1.1' to a site-specific 'Residential Zone 2 Urban Exception 17, R2.1-17' and adopt the implementing by-law.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Mayor Nelson Santos	X	
Deputy Mayor Gord Queen		X
Councillor Tony Gaffan		X
Councillor Thomas Neufeld		X
Councillor Larry Patterson	X	
Councillor Kimberly DeYong	X	
Councillor Laura Lucier	X	
<b>Results</b>	<b>4</b>	<b>3</b>

**CARRIED (4 to 3)**

#### **G. AMENDMENTS TO THE AGENDA**

Deputy Mayor Queen added one Announcement, and Councillor Neufeld added one Announcement.

Mayor Santos then brought forward for discussion Staff Report Item H-4, being Report of T. Del Greco, Manager of Municipal Services (RE: CWATS 2020 Application).

#### **H. STAFF REPORTS**

##### **1. CWATS 2020 Application**

T. Del Greco, Manager of Municipal Services

**438-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Thomas Neufeld

That Council receives the update from Manager of Municipal Services T. Del Greco with respect to 2019 CWATS construction in the Town of Kingsville; and further, that Council endorses the 2020 CWATS Application for Kings 8.

**CARRIED**

Mayor Santos called for a recess at 8:40 p.m. and the meeting reconvened at 8:49 p.m.

## **2. Introduction of Street & Road Naming Policy**

R. Brown, Manager of Planning Services

A recorded vote was requested on the following motion:

**439-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Tony Gaffan

That Council directs Administration to remove Section 6.3 b) (subtitle: Two Word Names) on page 5 of the draft Street and Road Naming Policy.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Mayor Nelson Santos	X	
Deputy Mayor Gord Queen	X	
Councillor Tony Gaffan	X	
Councillor Thomas Neufeld	X	
Councillor Larry Patterson	X	
Councillor Kimberly DeYong		X
Councillor Laura Lucier	X	
<b>Results</b>	<b>6</b>	<b>1</b>

**CARRIED (6 to 1)**

**440-2019**

**Moved By** Councillor Thomas Neufeld

**Seconded By** Councillor Laura Lucier

That Council adopts the Municipal Street and Road Naming Policy, as amended.

**CARRIED**

**3. Application for Site Plan Approval by JC Fresh Farms Ltd. (Jeremy Capussi)**

R. Brown, Manager of Planning Services

**441-2019**

**Moved By** Councillor Tony Gaffan

**Seconded By** Councillor Thomas Neufeld

That Council approves Site Plan Application SPA/01/19, as revised, for a multi-phase 25.8 ha (63.8 ac.) greenhouse development, subject to the conditions and requirements outlined in the Site Plan Agreement; and authorizes the Mayor and Clerk to sign the Agreement and register said Agreement on title.

**CARRIED**

**4. Timbercreek Waiver of Remaining Sewer Contribution**

R. Brown, Manager of Planning Services

**442-2019**

**Moved By** Councillor Larry Patterson

**Seconded By** Deputy Mayor Gord Queen

That Council approves the waiver of the remaining sewer contribution for the Timbercreek Estates Subdivision.

**CARRIED**

**5. Phragmites Control Resolution**

S. Kitchen, Deputy Clerk-Council Services

**443-2019**

**Moved By** Councillor Tony Gaffan

**Seconded By** Councillor Larry Patterson

WHEREAS *Phragmites australis* (herein referred to as "Phragmites") is an invasive perennial grass that continues to cause severe damage to our wetlands, beaches and municipal drainage systems across Essex County;

AND WHEREAS Phragmites grows and spreads rapidly, allowing the plant to invade new areas and grow into large monoculture stands in a short amount of time, and is a plant that secretes toxins from its roots into the soil which impede the growth of neighbouring plant species;

AND WHEREAS Phragmites results in loss of biodiversity and species richness, loss of habitat, changes in hydrology due to its high metabolic rate, changes in nutrient cycling as it is slow to decompose, an increased fire hazard due to the combustibility of its dead stalks, and can have an adverse impact on agriculture, particularly in drainage ditches;

AND WHEREAS invasive Phragmites has been identified as Canada's worst invasive plant species by Agriculture and AgriFood Canada;

AND WHEREAS controlling invasive Phragmites before it becomes well established reduces environmental impacts, time, and costs;

AND WHEREAS according to the Ministry of the Environment, best management practices for Phragmites include early detection, herbicide application, mowing, compressing or rolling, prescribed burning, and controlled flooding;

AND WHEREAS these best management practices are most effective when used in tandem as opposed to when used as stand-alone control measures;

AND WHEREAS herbicides containing surfactants are prohibited for use in aquatic environments in Canada, meaning that Canadians are not able to fully implement best management practices.

NOW THEREFORE BE IT RESOLVED that the Federation of Canadian Municipalities calls on the Canadian Federal Government to take the appropriate regulatory measures to expedite and approve the use of herbicides in aquatic environments for the control of Phragmites by local governments.

**CARRIED**

**6. Broadcasting Council Meetings Follow up**

J. Astrologo, Director of Corporate Services

**444-2019**

**Moved By** Councillor Kimberly DeYong

**Seconded By** Councillor Tony Gaffan

That Council authorizes Administration to engage eSCRIBE to provide broadcasting and closed captioning services for its Council Meetings with funding for implementation to be drawn from the one-time funding that was received earlier this year to improve service delivery and efficiency.

**CARRIED**

**7. 2019 2nd Quarter Operational Report**

P. Van Mierlo-West, CAO

**445-2019**

**Moved By** Councillor Kimberly DeYong

**Seconded By** Councillor Thomas Neufeld

That Council receives the 2019 2<sup>nd</sup> Quarter Operational Report of CAO P. Van Mierlo-West.

**CARRIED**

Councillor Neufeld indicated he is looking for an update report from the Town of Kingsville Tourism and Economic Development Committee.

Deputy Mayor Queen indicated that he is looking forward to the Grant Policy report coming to Council in the near future.

**I. MINUTES OF THE PREVIOUS MEETINGS**

**1. Regular Meeting of Council--August 12, 2019**

**2. Regular 'Closed Session' Meeting of Council--August 12, 2019**

**446-2019**

**Moved By** Councillor Laura Lucier

**Seconded By** Councillor Thomas Neufeld

That Council adopts Regular Meeting of Council Minutes dated August 12, 2019 and Regular 'Closed Session' Meeting of Council Minutes dated August 12, 2019.

**CARRIED**

**J. MINUTES OF COMMITTEES AND RECOMMENDATIONS**

**1. Tourism and Economic Development Committee - July 18, 2019**

**447-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Kimberly DeYong

That Council receives Tourism and Economic Development Committee Meeting Minutes dated July 18, 2019.

**CARRIED**

**2. Kingsville B.I.A. - July 9, 2019**

**448-2019**

**Moved By** Councillor Tony Gaffan

**Seconded By** Councillor Laura Lucier

That Council receives Kingsville B.I.A. Meeting Minutes dated July 9, 2019

**CARRIED**

**K. BUSINESS CORRESPONDENCE - INFORMATIONAL**

- 1. The City of Windsor Housing and Children's Services--Correspondence from D. Cercone, Executive Director, dated July 29, 2019 RE: 2019 Rental Housing Component of the Ontario Priorities Housing Initiatives (OPHI RHC)**
- 2. Sandy Smith, Resident--Correspondence dated August 7, 2019 RE: Street Name change**
- 3. Township of South Frontenac--Correspondence dated August 9, 2019 RE: Endorsement for Safety on Family Farms**
- 4. Norfolk County--Correspondence dated August 13, 2019 RE: Request for Provincial Response to address Gas Well issues**
- 5. Town of Bradford West Gwillimbury-Correspondence dated August 14, 2019 RE: Resolution of Support for the Never Forgotten National Memorial**

6. **Municipality of Bluewater--Correspondence dated August 13, 2019 RE: Resolution support for Reducing Litter and Waste in our Communities**
7. **Municipality of Chatham-Kent--Correspondence dated August 13, 2019 RE: Safety on Family Farms**
8. **Municipality of Thames Centre--Correspondence dated August 13, 2019 RE: Safety on Family Farms**

**449-2019**

**Moved By** Councillor Larry Patterson

**Seconded By** Councillor Thomas Neufeld

That Council receives Business Correspondence - Informational items 1-8.

**CARRIED**

**450-2019**

**Moved By** Councillor Kimberly DeYong

**Seconded By** Councillor Laura Lucier

That Council directs that CAO Van Mierlo-West bring back a Report for Council consideration in respect to Item K-1, being Correspondence from City of Windsor Housing and Children's Services RE: 2019 Rental Housing Component of the Ontario Priorities Housing Initiatives (OPHI-RHC).

**CARRIED**

**L. NOTICES OF MOTION**

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

A recorded vote was requested.

**451-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Larry Patterson

That the Council of the Town of Kingsville publicly acknowledges and expresses our thanks and support to Parks and Recreation Programs Manager Maggie Durocher and the three Parks and Recreation staff members, as well as the



hundreds of community volunteers that aided in making the Tall Ships visit to Kingsville a success.

**Amendment:**

**452-2019**

**Moved By** Councillor Tony Gaffan

**Seconded By** Deputy Mayor Gord Queen

That the motion be amended to state that the Council of the Town of Kingsville publicly acknowledges and expresses thanks to all involved for their patience and support for such an historical event.

**CARRIED**

**Motion as Amended:**

**451-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Larry Patterson

That the Council of the Town of Kingsville publicly acknowledges and expresses our thanks to all involved during the 'Tall Ships' visit to Kingsville for their patience and support for such an historical event.

<b>Recorded</b>	<b>For</b>	<b>Against</b>
Mayor Nelson Santos	X	
Deputy Mayor Gord Queen	X	
Councillor Tony Gaffan	X	
Councillor Thomas Neufeld	X	
Councillor Larry Patterson	X	
Councillor Kimberly DeYong	X	
Councillor Laura Lucier	X	

**Results**

**7**

**0**

**CARRIED (7 to 0)**

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

That the Council of the Town of Kingsville order the immediate removal of any such recently installed stop signs installed in the last 30 days. And further, that Staff undertake to have discussion with and approval of Council for non-emergency and proposed long-term traffic lights, stop signs and like items, before installing same.

Upon the request of Deputy Mayor Queen, Mayor Santos divided the question into two parts.

**453-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Kimberly DeYong

That Council order the immediate removal of any stop signs installed in the last thirty days.

**CARRIED**

**454-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Kimberly DeYong

The Administration undertakes to have discussion with, and approval of Council for, non-emergency and proposed long-term traffic lights, stop signs and like items, before installing same.

**CARRIED**

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

**455-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Tony Gaffan

That the Town of Kingsville acquire and install once more a Christmas Tree to be installed at the Carnegie Park location, south of the Old Library, also known as the Carnegie Arts and Visitor Centre, prior to Santa's Arrival with the Fantasy of Lights Santa Parade in November.

**CARRIED**

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

**456-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Larry Patterson

That Council approves the idea of having a public meeting of Council within the next six (6) months to discuss Sidewalks and Active Transportation options, as well as suggestions to update the Development Standards Manual.

**CARRIED**

**5. Councillor DeYong may move, or cause to have moved:**

**457-2019**

**Moved By** Councillor Kimberly DeYong

**Seconded By** Councillor Laura Lucier

That the Municipal Services Department be directed to provide Council with a Report at the next available Regular Meeting with details on the allocation of the remaining Main Street Revitalization funds, being the quantity and location of new benches, garbage pails, bike racks, etc.

**CARRIED**

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

That Administration prepare a report on the traffic concerns noted by businesses at 375 Main St. East and possible measures to improve traffic flow at the FreshCo Plaza and reduce back up for vehicles making a left turn out of the businesses on the south side.

**458-2019**

**Moved By** Councillor Laura Lucier

**Seconded By** Councillor Tony Gaffan

That Administration prepare a report on the traffic concerns noted by businesses at 375 Main St. East and possible measures to improve traffic flow at the FreshCo Plaza and reduce back-up for vehicles making a left turn out of the businesses on the south side, and that Administration investigate an advance left turn lane into the plaza, in the westerly travelling lane at the corner of Main St. East and Jasperson.

**CARRIED**

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

**459-2019**

**Moved By** Councillor Laura Lucier

**Seconded By** Councillor Kimberly DeYong

That a representative on E.L.K. Energy Inc. and a representative on Hydro One be requested to attend a Council meeting to provide updates on operations and capital projects benefitting the Town of Kingsville.

**CARRIED**

**M. UNFINISHED BUSINESS, ANNOUNCEMENTS AND UPDATES**

1. Deputy Mayor Queen reminded that that the Harrow Fair will be held this upcoming Labour Day Weekend, and reminded Members of the annual pie auction, for which proceeds go to the John McGivney Children's Centre.
2. Deputy Mayor Queen reminded of the upcoming September 15, 2019 Cottam Rotary Fall Fair and Horse Festival; the Club is soliciting for participants in the chili cook-off contest.
3. Councillor Neufeld indicated he was a witness to a single vehicle accident recently, he telephoned 911, and was impressed with the speed and professionalism of the EMS, police and firefighters who arrived on scene.
4. Councillor Lucier stated that Council is waiting on Administration's report regarding water dispensing stations.

**N. BYLAWS**

**1. By-law 79-2019**

**460-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Kimberly DeYong

That Council reads By-law 79-2019, being a By-law to amend By-law 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville (ZBA/12/19; 20, 24, 28, 34 and 40 Jasperson Drive, Part Lot 3, Concession 1, ED, Parts 1 to 6 and 9 to 12, RP 12R-8589) a first, second and third and final time.

**CARRIED**

**O. CONFIRMATORY BY-LAW**

**1. By-law 80-2019**

**461-2019**

**Moved By** Deputy Mayor Gord Queen

**Seconded By** Councillor Tony Gaffan

That Council reads By-law 80-2019, being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its August 26, 2019 Regular Meeting, a first, second and third and final time.

**CARRIED**

**P. ADJOURNMENT**

**462-2019**

**Moved By** Councillor Kimberly DeYong

**Seconded By** Councillor Larry Patterson

That Council adjourns this Regular Meeting at 10:00 p.m.

**CARRIED**



# MINUTES

## COMMITTEE OF ADJUSTMENT MEETING

TUESDAY JUNE 18<sup>TH</sup>, 2019 AT 6:00 P.M.  
CORPORATION OF THE TOWN OF KINGSVILLE  
COUNCIL CHAMBERS  
2021 DIVISION RD N, KINGSVILLE, ONTARIO N9Y 2Y9

### A. CALL TO ORDER

Chairperson, Thomas Neufeld called the meeting to order at 6:00 p.m. with the following Committee members in attendance:

Members of Committee of Adjustment	Members of Administration
<ul style="list-style-type: none"><li>• Deputy Mayor Gord Queen</li><li>• Councillor Thomas Neufeld</li><li>• Allison Vilardi</li><li>• Russell Horrocks</li></ul>	<ul style="list-style-type: none"><li>• Town Planner – George Robinson</li><li>• Administrative – Stephanie Coussens</li></ul> <p>ABSENT - Shannon Olson</p>

### B. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Chairperson Thomas Neufeld reminded Committee members to disclose any interest they may have prior to each agenda item being discussed.

### C. ADOPTION OF COMMITTEE OF ADJUSTMENT MEETING MINUTES DATED TUESDAY, MAY 21<sup>ST</sup>, 2019.

#### CA - 33 - 2019

Moved by Gord Queen, seconded by Russell Horrocks that the Committee of Adjustment Meeting Minutes dated May 21<sup>st</sup>, 2019 be adopted.

CARRIED

### D. HEARINGS

#### 1. B / 08 / 19 – 106 Wigle Ave – 2524634 Ontario Ltd.

Town Planner, George Robinson introduced the Consent application and reviewed his report dated June 7<sup>th</sup>, 2019 which provides details regarding the requested consent to establish a permanent easement for lands known as 86 and 106 Wigle Avenue, in the Town of Kingsville.

The subject land at 106 Wigle Avenue is an approximately 1.68 ha (4.16 ac.) parcel (shown in red on Appendix A) and contains an existing multi-tenant mixed use industrial building and outdoor storage. The applicant, under separate ownership also owns the abutting property to the south 86 Wigle. The applicant is in the process of establishing a commercial condominium for the existing building at 86 however it relies on a number of services coming from the abutting lands at 106. As part of the condo process it is necessary to establish several easements in favour of 86 (shown as Parts 1-8 on the Applicant's Sketch). These lands would be used for vehicular access and egress (Parts 1-6), access to storm water facilities (Parts 2 & 8), and ELK Energy (Parts 1, 3, 6, & 7) to service the new industrial structure on the abutting parcel, 86 Wigle Avenue. There is no zoning issue raised as a result of the proposed easement as both subject lot and abutting lot are zoned 'Light Industrial (M1)'.

The applicant Jeremy Truax was in attendance.

Chairperson, Thomas Neufeld confirmed there were no comments or questions from the committee, applicant or the public.

#### **CA - 34 - 2019**

Moved by Gord Queen, seconded by Russell Horrocks that Consent Application B / 08 / 19 to establish a various permanent easements including access, servicing and storm water management on the lands known as 106 Wigle Road (P.I.N. 75178-0511) in favour of 86 Wigle Road (P.I.N. 75178-0510), as shown on the applicant's sketch as Parts 1-8, in the Town of Kingsville, be **Approved** subject to the following conditions:

1. That a reference plan be deposited in the registry office, ***both an electronic and paper*** copy of the registered plan is to be provided for the files of the Secretary-Treasurer.
2. That the applicant install and maintain fire route signage to the satisfaction of the Town.
3. That the necessary deed(s), transfers or charges be submitted in triplicate; signed and fully executed (no photocopies), including a copy of the reference plan, prior to certification.
4. The conditions imposed above shall be fulfilled by **June 18, 2020** or this application shall be deemed to be denied in accordance with Section 53(41) of the Planning Act.

**CARRIED**

#### **2. B / 07 / 19 – 17 Spruce Street E. & 87 Main St. E. – Olivito Dentistry Prof. Corporation**

Town Planner, George Robinson introduced the Consent application and reviewed his report dated June 7<sup>th</sup>, 2019 which provides details regarding the requested consent to sever and convey a portion of land, being 276.9 sq. m (2,980.6 sq. ft.) in area, as a lot addition from an abutting residential property, known as 17 Spruce Street to the lands known as 87 Main Street, in the Town of Kingsville.

The subject parcel (17 Spruce Street) is approximately 1008.7 sq. m (10,857.9 sq. ft.) in size and contains an existing single detached dwelling. The applicant proposes to sever and convey a portion of the subject parcel to his abutting property at 87 Main St. E as a lot addition for the purposes of expanding the on-site parking area and improving the accessibility of the building entrance. The proposed lot addition parcels are shown on the applicant's sketch as follows:

- Part 4 – severed lands to be added to dental clinic parcel: Area of 276.9 sq. m (2,960.6 sq. ft.)
- Part 5 – retained residential parcel: Area of 731.8 sq. m (7,877.3 sq. ft.), Frontage of 25.15 m (82.51 ft.)

To allow the development of the parking area, an application to rezone the severed lot addition lands (shown as Part 4 on the applicant's sketch) from 'Residential Zone 1 Urban (R1.1)' to 'Residential Zone 1 Urban Exemption 14 (R1.1-14)' is required and has been received (File ZBA/09/19). This application will also allow for the rear setback of the dwelling on the retained lands to be 1.67m instead of the 7.5m required under the current zoning. A Site Plan application has been received (File SPA/09/19) and will be considered by council with the Zoning Bylaw Amendment.

Chairperson, Thomas Neufeld asked if there were any comments from the committee, applicant or the public.

Committee Member Gord Queen noted the size of the rear yard of the property at 17 Spruce Street. The South side of the property is smaller than the West side. Town Planner, G. Robinson explained that the front yard is actually off of Pearl, instead of Spruce. The 'back' yard of 17 Spruce Street abuts the property at 87 Main St E.

The applicant Dr. Mark Olivito was in attendance.

Michelle Martin, 93 Main St E lives right next door to the Dental office, her backyard will run adjacent the parking lot addition. She is concerned about her property line, and if she is going to become exposed to Spruce St., and lose her privacy. Dr. Olivito has no plans to remove or touch the fence that is currently providing privacy to Ms. Martin's property.

Committee Member Allison Villardi, asked if the site plan process can address Ms. Martin's concerns. Town Planner, G. Robinson will bring the comments and concerns to council in July when the zoning and site plan applications are heard.

Chairperson, Thomas Neufeld confirmed there were no comments from the committee, applicant or the public.

### **CA - 35 - 2019**

Moved by Russell Horrocks, seconded by Allison Vilardi that Consent Application B / 07 / 19, to sever and convey a portion of land, being 276.9Sq. m (2,980.6 sq. ft.) in area, from the lands known as 17 Spruce Street (P.I.N. 75178-0143) to an abutting parcel, known as 87 Main Street East (P.I.N. 75178-0122) as a lot addition, in the Town of Kingsville, be **Approved** subject to the following conditions:

1. That the lot addition to be severed, shown on the applicant's sketch as Part 4, be conveyed to the owner of the abutting parcel (87 Main Street East) and Section 50(3 or 5) of the Planning Act applies to any subsequent conveyance of or transaction involving the parcel of land that is the subject of this consent.
2. An easement in favour of Bell Canada and/or ELK Energy shall be registered on 87 Main Street East (P.I.N. 75178-0122) to protect infrastructure to the satisfaction of the Secretary-Treasurer.
3. That a reference plan be deposited in the registry office, *both an electronic and paper* copy of the registered plan is to be provided for the files of the Secretary-Treasurer.
4. That the deeds, such plan of survey or reference plan, for property lines being newly created, shall be in accordance with the existing zoning requirements for the municipality.
5. That the owner shall provide that all municipal taxes be paid in full.
6. That as a result of severance, owners shall become liable by way of up front monies for the assessment and taxation of their properties for any waterworks or sanitary sewer systems affecting their properties, in accordance with the Fees By-law in effect on the date the consent is being endorsed on the deeds.
7. That any special assessment imposed pursuant to the provisions of the Local Improvement Act and/or the Municipal Act be paid in full.
8. That a favourable Zoning Bylaw Amendment application is processed to allow the dental office use on the severed lands, and to address any site-specific requirements for the retained lands.
9. That the necessary deed(s), transfers or charges be submitted in triplicate; signed and fully executed (no photocopies), including a copy of the reference plan, prior to certification.



10. The conditions imposed above shall be fulfilled by **June 18, 2020** or this application shall be deemed to be refused in accordance with Section 53(41) of the Planning Act.

**CARRIED**

**3. B / 05 / 19 – 256 County Rd 14 E – Estate of Hidegard Von Flotow**

Town Planner, George Robinson introduced the Consent application and reviewed his report dated June 7<sup>th</sup>, 2019 which provides details regarding the requested consent to sever an existing dwelling deemed surplus to the needs of the prospective purchaser, from lands known as 256 County Road 14 E, in the Town of Kingsville.

The Town of Kingsville received the above-noted application for lands located on the south side of County Road 14 East, east of Graham Side Road. The subject parcel is designated 'Agriculture' by the Official Plan and is zoned 'Agricultural (A1)' under the Kingsville Comprehensive Zoning By-law.

The subject parcel is approximately 39.15 ha (96.75 ac.) in size and consists of a single detached dwelling, several outbuildings, including a barn, a woodlot, and vacant farmland. The existing dwelling is surplus to the farming operations of the prospective purchaser. The proposed severed parcel (Parts 2 and 3) is shown as follows on the applicant's sketch:

- Part 2 – existing woodlot: Area of 1.68 ha (4.154 ac.), Frontage of 103.21 m (338.6 ft.)
- Part 3 – existing dwelling and barn: Area of 0.389 ha (0.962 ac.), Frontage of 25.91 m (85 ft.)
- Total severance: Area of 2.07 ha (5.116 ac.), Frontage of 131.55 m (431.6 ft.)

As a condition of the consent, an application to rezone the retained farm parcel (shown as Part 1 on the applicant's sketch) from 'Agricultural (A1)' to 'Agriculture - Restricted (A2)' is required to prohibit dwellings as per Provincial and Town policies (File ZBA / 07 / 19).

With the recent adoption of a Tree Retention Policy and in co-operation with the owner the zoning application will also rezone the woodlot portion of the proposed severed parcel (shown as Part 2 on the applicant's sketch) from 'Agricultural (A1)' to 'Natural Environment (NE)'. The 'Natural Environment (NE)' zone prohibits the construction of dwellings and will help identify the natural area in the future.

The applicant Julia von Flotow and Frank Von Flowtow were in attendance.

Chairperson, Thomas Neufeld asked if there were any comments from the committee, applicant or the public.

Committee Member Russell Horrocks asked if we had heard this application previously. Town Planner G. Robinson clarified that yes this is the same family, but different property.

Chairperson Thomas Neufeld, asked if building on the Natural Environment zoned area would be permitted. Town Planner G. Robinson noted that no dwellings would be permitted to be built on the Natural Environment zoned area.

The applicant Julia Von Flowtow, spoke to the committee on behalf of her siblings, and the estate noting how delighted they have been with the work of the Town Planning Services department. The Von Flowtow's intent is to honor their parents, and save the trees. The family wants to let the Agricultural land go to be used the way they were intended to be used. Ms. J. Von Flowtow noted that 6 of 7 sibling agree, as per an agreement.

Committee Member Allison Vilardi, asked if access to the farm would be compromised? Town Planner G. Robinson noted that existing access for the farm parcel is from Road 8 E and will remain with the farm.

Chairperson, Thomas Neufeld confirmed there were no comments from the committee, applicant or the public.

Committee member Gord Queen thanked Ms. J. Von Flowtow for her comments and her presentation to the committee.

**CA - 35 - 2019**

Moved by Gord Queen, seconded by Allison Villardi that Consent Application B / 05 / 19, to sever an existing dwelling deemed surplus to the needs of the prospective purchaser on a 2.07 ha (5.116 ac.) parcel shown as Parts 2 and 3 on the applicants' sketch, located at 256 County Road 14 E, Part of Lot 19, Concession 8, in the Town of Kingsville, be **Approved** subject to the following conditions:

1. That a reference plan be deposited in the registry office, ***both an electronic and paper*** copy of the registered plan is to be provided for the files of the Secretary-Treasurer.
2. That the deeds, such plan of survey or reference plan, for property lines being newly created, shall be in accordance with the existing zoning requirements for the municipality.
3. That any special assessment imposed pursuant to the provisions of the Local Improvement Act and/or the Municipal Act be paid in full along with all municipal taxes be paid in full.
4. That any necessary drainage reapportionments be undertaken.
5. That as a result of severance, owners shall become liable by way of up front monies for the assessment and taxation of their properties for any waterworks or sanitary sewer systems affecting their properties, in accordance with the Fees By-law in effect on the date the consent is being endorsed on the deeds.
6. A favourable Zoning By-law Amendment application is processed to prohibit future dwellings on the retained farm parcel (Part 1) and woodlot (Part 2) prior to the consent being endorsed on the deeds.
7. That the severed and retained parcels be transferred to Bonnefield Canadian farmland LP IV, as outlined in the Agreement of Purchase and Sale.
8. A clearance letter of approval for the septic system on the severed parcel (surplus dwelling lot) must be obtained from the Town's Building Department.
9. That the necessary deed(s), transfers or charges be submitted in triplicate; signed and fully executed (no photocopies), including a copy of the reference plan, prior to certification.
10. The conditions imposed above shall be fulfilled by June 18, 2020 or this application shall be deemed to be denied in accordance with Section 53(41) of the Planning Act.

**CARRIED**

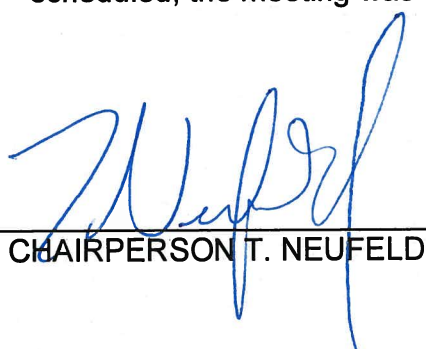
**E. OTHER BUSINESS**

**F. ADJOURNMENT**

**CA - 36 - 2019**

Moved by Russell Horrocks, seconded by Allison Vilardi there being no further hearings scheduled, the meeting was adjourned at 6:27 p.m.

**CARRIED**

  
\_\_\_\_\_  
CHAIRPERSON T. NEUFELD  
\_\_\_\_\_  
SECRETARY-TREASURER

## Stephanie Olewski

---

**Subject:** FW: An email from the Premier of Ontario

**From:** Doug Ford <[premier@premier.gov.on.ca](mailto:premier@premier.gov.on.ca)>

**Sent:** Tuesday, August 27, 2019 11:10 AM

**To:** KingsvilleWorks <[Kingsvilleworks@kingsville.ca](mailto:Kingsvilleworks@kingsville.ca)>

**Subject:** An email from the Premier of Ontario

Dear Ms. Kitchen:

Thanks for your letter about council's resolution dealing with discussion paper on reducing litter and waste in our communities. I appreciate hearing council's views on the issue.

I see that you've also sent a copy of council's resolution to the Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks. I'm sure the minister will also take council's views into consideration.

Thanks again for the information.

Doug Ford  
Premier of Ontario



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

**SENT VIA EMAIL** (premier@ontario.ca)

August 23, 2019

The Honourable Doug Ford, Premier  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

Dear Premier Ford:

**RE: Town of Kingsville support of Town of Halton Hills' Resolution regarding  
Reducing Litter and Waste in our Communities**

At its Regular Meeting held on August 12, 2019 Council of the Town of Kingsville considered Town of Halton Hills' Resolution 2019-0141 passed July 8, 2019. In support, Kingsville Council passed the following Resolution:

**"424-2019**

**Moved By** Councillor Kimberly DeYong

**Seconded By** Councillor Laura Lucier

That Council supports Town of Halton Hills--Resolution RE: Reducing Litter and Waste in our Communities, and circulate to the Premier of Ontario, the Minister of Environment, Conservation and Parks; the Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario, the County of Essex, the local MPP, and local municipalities."

Please consider this letter as confirmation of Kingsville's support of the Halton Hills' Resolution 2019-0141 calling upon the Province of Ontario, through the discussion paper entitled "Reducing Litter and Waste in our Communities", to review and implement a deposit/return program for all single use plastic, aluminum and metal drink containers and further, that the Province review current producer requirements and look for extended producer responsibility for all packing.

A copy of The Corporation of the Town of Halton Hills' Resolution is enclosed for reference.

Yours very truly,

A handwritten signature in blue ink that reads "Sandra Kitchen".

Sandra Kitchen, Deputy Clerk/Council Services

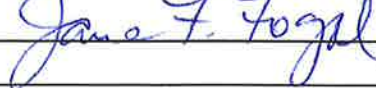
Enclosure

cc: The Hon. Jeff Yurek, Minister of the Environment, Conservation and Parks jeff.yurek@pc.ola.org  
The Hon. Steve Clark, Minister of Municipal Affairs & Housing steve.clark@pc.ola.org  
Taras Natyshak, MPP tnatyshak-q@ndp.on.ca  
Association of Municipalities of Ontario (AMO) amopresident@amo.on.ca  
Town of Halton Hills reneeb@haltonhills.ca  
County of Essex  
Town of Amherstburg  
Town of Essex  
Town of Lakeshore  
Town of LaSalle  
Municipality of Leamington  
Town of Tecumseh



THE CORPORATION  
OF  
THE TOWN OF HALTON HILLS

Moved by:  Date: July 8, 2019  
Councillor Clark Somerville

Seconded by:  Resolution No.: \_\_\_\_\_

WHEREAS the Province of Ontario, through the Ministry of the Environment, Conservation and Parks, has posted a discussion paper entitled "Reducing Litter and Waste in our Communities";

AN WHEREAS producer responsibility has not been adequately addressed by the Province of Ontario;

AND WHEREAS a successful deposit/return program for single use plastic, aluminum and metal drink containers has been in existence in other Provinces in Canada including Newfoundland, Nova Scotia and British Columbia;

AND WHEREAS these successful program have eliminated many of these containers from the natural environment;

THEREFORE BE IT RESOLVED that the Council of the Town of Halton Hills call upon the Province of Ontario, through the discussion paper entitled "Reducing Litter and Waste in our Communities", to review and implement a deposit/return program for all single use plastic, aluminum and metal drink containers;

AND FURTHER THAT that the Province of Ontario review current producer requirements and look for extended producer responsibility for all packaging;

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario; the Minister of the Environment, Conservation and Parks; the Minister of Municipal Affairs; the Association of Municipalities of Ontario; the Region of Halton; and all municipalities in the Province of Ontario.

  
Mayor Rick Bonnette





August 28, 2019

Hon Doug Ford  
Premier of Ontario  
Premier's Office  
Room 281  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

**BY EMAIL ONLY**

Dear Premier:

Re: Resolution from the Township of McKellar – Municipal Amalgamation

Please be advised that the Council of the Town of Wasaga Beach, during their August 27, 2019 Council meeting and at the request of the Township of McKellar, adopted the following resolution:

"Whereas there are 444 municipalities in Ontario that are very efficient and well-governed, and who respond quickly to ratepayer's needs;

And whereas in the 1990's the Conservative Government forced many municipalities to amalgamate on the guise they would become more efficient, effective, save money, lower taxes and ultimately reduce the provincial deficit;

And whereas there has never been a valid evidence-based study that supported these outcomes;

And whereas forced amalgamation actually accomplished just the opposite: ill feelings, increased animosity and mistrust, job losses, rise in local taxes and an increase in the provincial deficit;

And whereas there are many positive examples of small rural and northern municipalities working together in a collaborate and cooperative manner via shared agreements that responds to local needs without amalgamation and provincial interference;

And Whereas the Provincial Government has a large deficit due to their own decision-making;

And whereas recently the same Conservative Government recently reduced one large regional municipal government by 50%, without "consultation";

And whereas this same Conservative Government is presently reviewing other provincial regional governments through a purported "consultative" approach with a view to reduce or eliminate them;

And whereas the Provincial Government should investigate all other internal ways of reducing their deficit and becoming more fiscally responsible over time rather than downloading to the one level of government that is the most efficient, has the lowest cost and is closest to the electorate which will not put a dent in the provincial deficit;

And whereas the Province could look at what other provinces have done to reduce the debt with one singular education system, organizing unorganized municipalities, controlling OPP costs, substantially increase fines, and find a way to collect millions and millions of dollars in unpaid fines and instead, invest in the north to create jobs and stimulate and enhance economic development;

Now therefore be it resolved that before the Provincial Government forces amalgamation in any of the 444 municipalities in Ontario, our AMO organization go beyond requesting "consultation" and "demand" that the Provincial Government do the following:

- 1) Hold a local referendum letting the citizens decide to amalgamate or not
- 2) Conduct an evidence-based study to show that amalgamation actually saves costs, jobs, lowers taxes and reduce the provincial deficit
- 3) Allow those municipalities to work out their own local collaborative agreement that best suit their local needs and to be permitted to do so on their own time line and volition
- 4) To ensure that there is absolutely no conflict of interest in this consultative process
- 5) To emphasize the political reality of forcing amalgamation on the many rural and northern municipalities across Ontario

And further that a copy of this resolution be sent to Doug Ford, Premier of Ontario; Christine Elliott, Deputy Premier; Steve Clark, Minister of Municipal Affairs; Andrea Horwath, Leader of the New Democratic Party; and all MPPs in the Province of Ontario;

And further that a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), the Northwestern Ontario Municipal Association (NOMA), Rural Ontario Municipalities Association (ROMA), Federation of Northern Ontario Municipalities (FONOM), the District of Parry Sound Municipal Association (DPSMA), the County of Simcoe and all Ontario municipalities for their consideration."

Your favourable consideration of this matter is appreciated.

Should you have any questions, please contact me at [cao@wasagabecah.com](mailto:cao@wasagabecah.com) or (705) 429-3844 Ext. 2222.

Sincerely



George Vadeboncoeur  
Chief Administrative Officer

Enclosure.

- c. Hon Christine Elliott, Deputy Premier
- Hon. Steve Clark, Minister of Municipal Affairs
- MPP's in the Province of Ontario
- Association of Municipalities of Ontario (AMO)
- Northwestern Ontario Municipal Association (NOMA)
- Rural Ontario Municipalities Association (ROMA)
- Federation of Northern Ontario Municipalities (FONOM)
- District of Parry Sound Municipal Association (DPSMA)
- All Ontario Municipalities





# Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario POG 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

July 16, 2019

Hon. Doug Ford, Premier  
Legislative Building Rm 281, Queen's Park  
Toronto, Ontario  
M7A 1A1

Dear Premier Ford,

**Re: MUNICIPAL AMALGAMATION**

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Please be advised that at its regular meeting held, Monday July 15, 2019 the Council of the Township of McKellar passed the following resolution:

19-355      **WHEREAS** there are 444 municipalities in Ontario that are very efficient and well-governed, and who respond quickly to ratepayer's needs;

**AND WHEREAS** in the 1990's the Conservative Government forced many municipalities to amalgamate on the guise they would become more efficient, effective, save money, lower taxes and ultimately reduce the provincial deficit;

**AND WHEREAS** there has never been a valid evidence-based study that supported these outcomes;

**AND WHEREAS** forced amalgamation actually accomplished just the opposite: ill feelings, increased animosity and mistrust, job losses, rise in local taxes and an increase in the provincial deficit;

**AND WHEREAS** there are many positive examples of small rural and northern municipalities working together in a collaborate and cooperative manner via shared agreements that responds to local needs without amalgamation and provincial interference;

**AND WHEREAS** the Provincial Government has a large deficit due to their own decision-making;

**AND WHEREAS** recently the same Conservative Government recently reduced one large regional municipal government by 50%, without "consultation";

**AND WHEREAS** this same Conservative Government is presently reviewing other provincial regional governments through a purported "consultative" approach with a view to reduce or eliminate them;

**AND WHEREAS** the Provincial Government should investigate all other internal ways of reducing their deficit and becoming more fiscally responsible over time rather than downloading to the one level of government that is the most efficient, has the lowest cost and is closest to the electorate which will not put a dent in the provincial deficit;

**AND WHEREAS** the Province could look at what other provinces have done to reduce the debt with one singular education system, organizing unorganized municipalities, controlling OPP costs, substantially increase fines, and find a way to collect millions and millions of dollars in unpaid fines and instead, invest in the north to create jobs and stimulate and enhance economic development;

**NOW THEREFORE BE IT RESOLVED** that before the Provincial Government forces amalgamation in any of the 444 municipalities in Ontario, our AMO organization go beyond requesting "consultation" and "demand" that the Provincial Government do the following:

- 1) Hold a local referendum letting the citizens decide to amalgamate or not
- 2) Conduct an evidence-based study to show that amalgamation actually saves costs, jobs, lowers taxes and reduce the provincial deficit
- 3) Allow those municipalities to work out their own local collaborative agreement that best suit their local needs and to be permitted to do so on their own time line and volition
- 4) To ensure that there is absolutely no conflict of interest in this consultative process
- 5) To emphasize the political reality of forcing amalgamation on the many rural and northern municipalities across Ontario

**AND FURTHER** that a copy of this resolution be sent to Doug Ford, Premier of Ontario; Christine Elliott, Deputy Premier; Steve Clark, Minister of Municipal Affairs; Andrea Horwath, Leader of the New Democratic Party; and all MPPs in the Province of Ontario;

**AND FURTHER** that a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), the Northwestern Ontario Municipal Association (NOMA), Rural Ontario Municipalities Association (ROMA), Federation of Northern Ontario Municipalities (FONOM), the District of Parry Sound Municipal Association (DPSMA) and all Ontario municipalities for their consideration.

Carried

Sincerely,



Tammy Wylie, AMCT  
Clerk Administrator

Cc:

Deputy Premier of Ontario;

Minister of Municipal Affairs and Housing;

Leader of the New Democratic Party;

All Ontario MPP's;

Association of Municipalities of Ontario (AMO);

Northwestern Ontario Municipal Association (NOMA);

Rural Ontario Municipalities Association (ROMA);

Federation of Northern Ontario Municipalities (FONOM);

District of Parry Sound Municipal Association (DPSMA);

all Ontario municipalities

O:\Council mtg letters\July 15 2019\Municipal Amalgamation

## COUNCIL RESOLUTION

August 27, 2019

Township of Warwick – Request for Support  
Re: Ensure Enforcement for Safety on Family Farms

**Resolution No. 480-19**

**Moved by Councillor Ferguson**

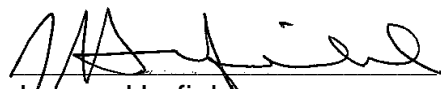
**Seconded by Councillor Holmes**

**THAT** Council support the resolution from the Township of Warwick requesting that the Hon. Doug Downey work with his fellow MPP's and agricultural leaders to find a better way forward to ensure stronger enforcement of existing laws – or new legislation - to ensure the safety of Ontario's farm families, employees and animals for the very reasons cited in the Warwick Motion adopted at its Regular Meeting of June 17, 2019;

**AND THAT** this motion be circulated to Hon. Doug Downey, Ministry of the Attorney General; Hon. Doug Ford, Premier of Ontario; Hon. Sylvia Jones, Solicitor General; and Hon. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs; and all Municipalities in the Province of Ontario, AMO, and ROMA.

**CARRIED**

I, Jeanne Harfield, Deputy Clerk for the Corporation of the Municipality of Mississippi Mills, do hereby certify that the above is a true copy of a resolution enacted by Council.

  
Jeanne Harfield  
Deputy Clerk

# **THE CORPORATION OF THE TOWN OF KINGSVILLE**

## **BY-LAW 78 - 2019**

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### **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 34 of By-law 1-2014 is hereby amended by changing the zone symbol on an approximately 19.49 ha (48.163 ac.) portion of land, known municipally as 330 Road 8 East, in Part of Lot 23, Concession 7, as shown on Schedule 'A' in cross-hatch attached hereto from 'Agriculture (A1)' to 'Agriculture - Restricted (A2)'.
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 34 of the Planning Act.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS  
9<sup>th</sup> DAY OF SEPTEMBER, 2019.**

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**MAYOR, Nelson Santos**

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**CLERK, Jennifer Astrologo**

## Schedule A



**330 ROAD 8 E**

**PART OF LOT 23, CONCESSION 7**

**ZBA/13/19**

0 115 230 460 690 920 Meters



Schedule "A", Map 34 of By-law 1-2014 is hereby amended by changing the zone symbol as shown on Schedule 'A' in cross-hatch attached hereto from 'Agriculture (A1)' to 'Agriculture - Restricted (A2)'.

# THE CORPORATION OF THE TOWN OF KINGSVILLE

## BY-LAW 82-2019

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### Being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its September 9, 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 September 9, 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  
9<sup>th</sup> DAY OF SEPTEMBER, 2019.**

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**MAYOR, Nelson Santos**

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**CLERK, Jennifer Astrologo**