REGULAR MEETING OF COUNCIL
AGENDA

Monday, January 13, 2020, 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. MATTERS SUBJECT TO NOTICE

1. PUBLIC MEETING--Official Plan 5 Year Review 1

R. Brown, Manager of Planning Services

i) Notice of an Open House and Public Meeting on the Town's Final Draft Official Plan;

ii) Report of R. Brown, Manager, Planning Services dated January 8, 2020;

iii) Proposed Updates and Changes to the Town of Kingsville Official Plan as part of the mandatory 5-year review process (Appendix A and A-1).

Recommended Action
It is recommended that Council:

Receive the report outlining the details on the conclusion of the 5-year Official Plan review process and presentation by the consultant, WSP, for information purposes, and

Direct administration and the consultant, WSP, to complete the final Official Plan document for final adoption by Council, subject to:

completion of consultation with First Nations representatives;

inclusion of requested changes, if any, presented at the January 13, 2020 public meeting of Council.

F. AMENDMENTS TO THE AGENDA

G. ADOPTION OF ACCOUNTS

1. **Town of Kingsville Accounts for the monthly period ended December 31, 2019 being TD cheque numbers 0071373 to 0071751for a grand total of $1,827,292.15.** 261

Recommended Action
That Council receives Town of Kingsville Accounts for the monthly period ended December 31, 2019 being TD cheque numbers 0071373 to 0071751 for a grand total of $1,827,292.15.

H. STAFF REPORTS

1. **Mettawas Park Master Plan for Development** 292

D. Wolicki, Manager of Municipal Facilities and Property

Recommended Action
That Council endorse the drawing as attached in Appendix B as the final master plan for future development of Mettawas Park and consider costs of construction during 2020 Municipal Budget deliberations and in upcoming years.

I. BUSINESS/CORRESPONDENCE-ACTION REQUIRED

1. **Habitat for Humanity Windsor-Essex--Correspondence dated December 9, 2019 RE: Development fees for 1056 Birch Avenue, and 1057 Maple Avenue** 310

Recommended Action
That Council approve the request of Fiona Coughlin, Executive Director/CEO of Habitat for Humanity Windsor-Essex that the building, development and related fees for the homes on Maple Avenue and Birch Avenue be granted back to Habitat for Humanity.

2. **Golden Law Office-Correspondence dated December 23, 2019 RE: Willy and Donna Krahn, 183 Main St. East, Kingsville** 312

Recommended Action
That Council shall, as required under Section 27(1.3) of the *Ontario*

Heritage Act fulfill its mandatory obligation to consult with its Heritage Advisory Committee by referring the correspondence to the next Heritage Advisory Committee meeting for review, and such Committee to provide a recommendation for Council consideration at a future meeting.

3. **Essex Region Conservation Authority--Correspondence dated January 3, 2020 RE: ERCA 2020 Draft Budget: 30-day Notice to Member Municipalities** 315

Recommended Action
That Council receives a copy of the 2020 draft Essex Region Conservation Authority Budget with the understanding that a weighted and recorded vote will take place on February 13, 2020 at the ERCA Board of Directors' meeting.

J. MINUTES OF THE PREVIOUS MEETINGS

1. **Regular Meeting of Council--December 9, 2019** 367

2. **Regular Closed Session Meeting of Council--December 9, 2019**

3. **Special Meeting of Council--December 16, 2019** 385

4. **Special Closed Session Meeting of Council--December 16, 2019**

Recommended Action
That Council adopts Regular Meeting Minutes dated December 9, 2019, Regular Closed Session Meeting Minutes dated December 9, 2019, Special Meeting Minutes dated December 16, 2019, and Special Closed Session Meeting Minutes dated December 16, 2019.

K. MINUTES OF COMMITTEES AND RECOMMENDATIONS

1. **Pelee Island Transportation Services Advisory Committee - March 8, 2019** 389

Recommended Action
That Council receives Pelee Island Transportation Services Advisory Committee Meeting Minutes dated March 8, 2019

2. **Kingsville Municipal Heritage Advisory Committee--November 4, 2019** 391

Recommended Action
That Council receives Kingsville Municipal Heritage Advisory Committee Minutes dated November 4, 2019.

3. **Kingsville B.I.A. - November 13, 2019** 394

Recommended Action
That Council receives Kingsville B.I.A. Meeting Minutes dated November 13, 2019

4. Union Water Supply System Joint Board of Management - November 20, 2019 399

Recommended Action
That Council receives Union Water Supply System Joint Board of Management Meeting Minutes dated November 20, 2019

L. BUSINESS CORRESPONDENCE - INFORMATIONAL

1. County of Essex--Correspondence from County of Essex Warden G. McNamara dated November 20, 2019 RE: Local Health Care Services--Support for the Resolution from the Town of Kingsville 404

2. Municipality of Mattice-Val Cote--Resolution no. 19-222 dated November 26, 2019 RE: Support of Kingsville Resolution 533-2019 regarding Local Health Care Services 406

3. Township of Larder Lake-- Resolution #24 dated November 12, 2019 RE: Main St. Revitalization Grant-Extension Request 407

4. Township of Greater Madawaska--Resolution No. 261-19 passed November 18, 2019 RE: Support for Ministers to allow for electronic delegation 409

5. Municipality of South Huron--Correspondence dated November 18, 2019 RE: Support for Town of Prescott Resolution on the Transformation of Building Services with regard to building service delivery 410

6. City of Windsor--City Council Decision Letter dated November 18, 2019 (Decision number CR570/2019 approving Climate Change Emergency Declaration prepared by the Air Subcommittee of the Windsor Essex County Environment Committee) 411

7. Town of Amherstburg--Correspondence dated November 25, 2019 RE: Declaration of Climate Emergency in the Town of Amherstburg 414

8. Town of Amherstburg--Correspondence from Mayor DiCarlo dated November 29, 2019 RE: Municipal Modernization Program 417

9. Town of Amherstburg--Correspondence dated November 25, 2019 RE: Joint and Several Liability Consultation--Town of Amherstburg Support 419

10. Town of Amherstburg--Correspondence dated December 18, 2019 RE: Request for Tiny House By-law in the Town of Amherstburg 424

11. Town of Plympton-Wyoming--Correspondence dated November 29, 2019 RE: Resolution from the Township of Springwater-Conservation Authority Levies 425

12. City of Stratford--Correspondence dated December 6, 2019 RE: Resolution in Support of Conservation Authorities. 428

13. County of Simcoe--Correspondence dated December 11, 2019 RE: Conservation Authority Exit Clause 430

14. County of Simcoe--Correspondence dated December 11, 2019 RE: Nottawasaga Valley Conservation Authority Levy (NVCA) 433

15. Ontario Good Roads Association--Correspondence dated December 12, 2019 RE: Town of Kingsville Resolution requesting OGRA provide childcare services 436

16. Township of Huron-Kinloss--Correspondence dated December 17, 2019 RE: Copy of Resolution #645 437

17. Municipality of Thames Centre--Correspondence dated December 18, 2019 RE: Support for Continuation of Mandatory and Non-Mandatory Programs of the Upper Thames River Conservation Authority (UTRCA) and Kettle Creek Conservation Authority (KCCA) 438

18. City of Woodstock--Correspondence dated December 18, 2019 RE: Ban of Single-Use Plastic Handled Shopping Bags 440

19. Town of Whitchurch-Stouffville--Correspondence dated November 19, 2019 RE: Ban of Single-Use Disposable Wipes. 441

20. Township of Perry--Correspondence dated December 19, 2019 RE: Ban of Single-Use Disposable Wipes. 443

21. Town of Tecumseh--Correspondence dated December 20, 2019 RE: Town of Tecumseh Resolution on 911 Misdials. 445

Recommended Action
That Council receives Business Correspondence-Informational Items 1-21.

M. NOTICES OF MOTION

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

   In an attempt to be transparent and accountable, that Administration provide a report on the vacancy rate of the municipality's rental facilities for the purposes of effectively knowing what kind of promotional effort is required and also to measure the success of any promotional effort taken.

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

   That Administration provide a report pertaining to the Esseltine Drain, specifically for the property located at 1824 Road 3 East to confirm that the property's approximately one acre of trees has been properly assessed and in keeping with how other tree covered areas were assessed. The report to include what the monetary difference is if the trees were assessed accordingly.

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

That all existing site plans be reviewed for compliance of conditions and that such review be completed before 2021 with a report outlining the outstanding conditions (if any) and timelines for compliance.

4. **Deputy Mayor Queen may move, or cause to have moved:** 453

That Council be provided with a detailed update in respect to the proposed road and water line that has been proposed to serve the area west of the old town core (SEE: Notice of Motion request dated January 2020)

5. **Deputy Mayor Queen may move, or cause to have moved:** 455

That Council be provided with a detailed update regarding the Greenhouse Industry Dark Sky Compliance investigations that were approved last year. (See: Notice of Motion request, dated January 2020)

N. UNFINISHED BUSINESS, ANNOUNCEMENTS AND UPDATES

O. BYLAWS

1. **By-law 2-2020** 457

Being a by-law to designate certain lands as a public highway in the Town of Kingsville

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

2. **By-law 5-2020** 458

Being a by-law to amend By-law 55-2008, as amended, being a By-law to adopt and maintain a policy setting out the scope of the powers and duties which Council may delegate its legislative and administrative authority and to establish principles governing such delegation

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

P. CONFIRMATORY BY-LAW

1. **By-law 6-2020** 465

Being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its January 13, 2020 Regular Meeting

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

Q. ADJOURNMENT

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

5 YEAR OFFICIAL PLAN REVIEW
NOTICE OF AN OPEN HOUSE AND PUBLIC MEETING
ON THE TOWN'S FINAL DRAFT OFFICIAL PLAN

THE PURPOSE of the Open House is for the public to review the changes proposed to the Official Plan and provide feedback to the Town for consideration prior to it being presented to Council.

WHEN: **November 20, 2019**
WHERE: **Town of Kingsville Municipal Building (Council Chambers)**
2021 Division Rd. N., Kingsville, ON
TIME: **6:00 to 8:00 pm**

THE PURPOSE of the Statutory Public Meeting is for Council to receive input from the public and stakeholders, prior to adoption of the revised Official Plan. Once the Official Plan is adopted by the Town of Kingsville, it will be forwarded to the County of Essex for final approval.

WHEN: **January 13, 2020**
WHERE: **Town of Kingsville Municipal Building (Council Chambers)**
2021 Division Rd. N., Kingsville, ON
TIME: **7:00 pm**

ANY PERSON OR AGENCY may attend and make representation at the Public Meeting and/or make written submissions, either in support of, or in opposition to, all or parts of the revised Official Plan. Written submissions will be accepted up to the date of adoption but are encouraged to be received prior to **December 16, 2019**.

EXPLANATION OF THE PURPOSE AND EFFECT OF THE OFFICIAL PLAN REVIEW AND THE REVISED OFFICIAL PLAN POLICIES

The Official Plan is a statement of goals, objectives and policies intended to guide the use of land, physical development, and growth within the boundaries of the Town of Kingsville. The policies of the Plan are designed to promote the public interest in the future development of the Town, reduce uncertainty relating to future development, and to provide a basis for the Zoning By-law and other land use controls.

The Town is currently working through a review of its Official Plan to ensure it is consistent with Provincial Policy, the County of Essex Official Plan, and other various planning studies and strategies that have been completed by the Town since the current Official Plan was approved. The focus of this scoped Official Plan Review is primarily address matters of Provincial and County policy conformity.

TAKE NOTICE that the meeting is open to any person and any person who attends the meeting shall be afforded an opportunity to make representation either in support of or in opposition to the revised Official Plan.

IF A PERSON or public body would otherwise have an ability to appeal the decision of Council for the Town of Kingsville to the Local Planning Appeal Tribunal but the person or public body does

not make oral submissions at a public meeting or make written submission to the Town of Kingsville before the proposed official plan is adopted, the person or public body is not entitled to appeal the decision.

IF A PERSON or public body does not make oral submissions at a public meeting, or make written submission to Council before the proposed official plan is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

If you wish to be notified of the adoption by Council on the proposed official plan, you must make a written request to Town of Kingsville by contacting the Clerk by email c/o skitchen@kingsville.ca or by mail addressed to The Corporation of the Town of Kingsville, 2021 Division Road North, Kingsville, Ontario N9Y 2Y9. Please include your name and mailing address in the correspondence.

Information related to the Official Plan Review can be viewed on the Town's website under **Our Community/ Have Your Say: Kingsville 5-Year Official Plan Review** or in the offices of Planning Services between 8:30 a.m. and 4:30 p.m., Monday to Friday, 2021 Division Road North, Kingsville ON, N9Y 2Y9, or by contacting Robert Brown, Manager of Planning Services at (519) 733-2305 Ext # 250 or by e-mail at: rbrown@kingsville.ca.

Information will be collected in accordance with the Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

DATED THIS 23rd day of October, 2018

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

Date: **January 8, 2020**

To: **Mayor and Council**

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

RE: **Official Plan 5 Year Review**

Report No.: **PS 2019-002**

AIM

To provide the Mayor and Council with an overview of the proposed updates and changes (Appendix A and A-1) to the Town of Kingsville Official Plan as part of the mandatory 5 year review process.

BACKGROUND

In 2017 the project was tendered and awarded to WSP. The initial steps began in late fall to outline the process for review of the current Town of Kingsville Official Plan. At the onset of the project much of the review process involved the inclusion of several updates resulting from legislation changes at that time. As the project continued there was additional legislation changes along with Council initiated reviews in the area of greenhouse policy and affordable housing.

As part of the Official Plan review process there is considerable consultation with internal and external agencies and stakeholders along with several open houses.
At the initial stage of the review most of the key areas for change and update are noted and the necessary edits occur. The review propose will also identify areas that require more attention over the ongoing life of the Official Plan and fall outside of the scope of the review process. The purpose of the review for these larger items is to outline what they are and what the anticipated timeframe could be for a more detailed site-specific assessment. Examples of these specific issues may include:

i. implementation of items in the ERCA discussion paper (Appendix B);
ii. regional storm water management;
iii. future flood prone area development restrictions;
iv. future Main St. development guidelines;

v. harbour area and waterfront development;
vi. settlement area boundary expansion
vii. secondary planning areas

Summary of Changes and/or updates include:

Growth Management Policies

- Over the new plan period to 2031:
  - Existing residential land designations continue to be sufficient;
  - No additional employment land designations are required within the new Official Plan.

Community Structure / Settlement Hierarchy

- Primary and Secondary Settlement Areas identified, where majority of growth will be directed.
- Urban Reserve Areas designated to protect for future urban growth, beyond the plan period.

Residential Intensification

- Direct minimum 15% through intensification.
- Urban design policies to ensure compatibility. (to address notice of motion)

Secondary Plan Areas

- Lands are subject to additional policies requiring further study, before they can be developed.

Affordable Housing & Special Needs Housing (policy adopted by Council)

- Implement the County's 20% affordable housing target.
- Greater emphasis and specific policies regarding improved access to special needs housing.

Economic Development

- New policies to encourage manufacturing, agri-business and tourism activities.
- Identification of the Cottam Downtown Community Improvement Plan, and future Ruthven and Kingsville CIPs, to facilitate private investment.

Built and Cultural Heritage Resources

- Updating the designation listing and interest listings for heritage buildings.
- Emphasis on ensuring Indigenous community interests are considered in conserving heritage and archaeological resources.

Natural Heritage

- Emphasis on promoting strategies and programs which seek to protect and enhance natural heritage features.

Parks and Open Space

- Revised policy sets out parkland dedication and/or cash-in-lieu options.
- Increased active parkland target to 2.1 hectares of active parkland per 1,000 residents.

Agricultural Area Policies

- Updated policies permitting agriculture-related uses, and on-farm diversified uses.
- New policy for greenhouse development (yet to be adopted)
- Updated policy for Licensed Cannabis Production Facilities including reference to the Cannabis Act.

Source Protection Plan

- New policies and mapping addressing drinking water threats and restricting certain uses within vulnerable areas.

Active Transportation Policies

- New policies supporting opportunities for improving and expanding the bicycle and pedestrian network.
- New Schedule to identify the existing and proposed networks.

Energy Conservation

- Explicit consideration and planning for the impacts of climate change.
- New policies supporting energy conservation and green infrastructure in development proposals.

Implementation and Interpretation

- New sections:
- ‘Interim Control By-laws’;
- ‘Secondary Plans’; and,
- ‘Landowner Coordination and Cost-Sharing’

Staff have met with the County planner to get initial feedback on the review process to date and the changes being proposed. Initial comment was positive with one outstanding item being consultation with local First Nations. The County has provided contact information and we will be forwarding the draft documents for review.

Staff have met with the Essex Region Conservation Authority as part of the review on several issues. ERCA has provided detailed feedback through completion of a Natural

Heritage Systems discussion paper prepared as part of the review process. Recent discussion in the last few weeks centered around ongoing concerns with development along Heritage Road as well as consideration of more comprehensive attention around regional storm water management. Both of these items, on their own, are beyond the scope of the review process and would require a separate review and consultation process. Both topics will be noted in the final Official Plan for future consideration similar to other items outlined in the ERCA discussion paper.

One ongoing item that has been under review by ERCA, the County and the Ministry of Natural Resources and Forestry is the mapping of Provincially Significant Wetlands (PSW) in Essex County. Most of the wetlands in Kingsville are located in the southwest quadrant of the Town around Mill Creek and Cedar Creek. Along the creeks there are long standing PSW areas however more recent mapping updates completed by MNRF have expanded existing areas or identified new areas. While the impact is generally minimal in Kingsville, as the areas mapped are already highlighted as natural heritage features, ERCA's concern is how the new areas were determined. In 2017 ERCA forwarded correspondence to MNRF expressing concern that no field work had been completed to confirm, based on MNRF's own evaluation criteria, if the areas they had identified were truly PSWs. ERCA did complete field work on one such area mapped by MNRF and concluded that it was not a PSW, again based on MNRF's own criteria for determining if an area is a PSW. This correspondence was never acknowledged by MNRF. As such the County planner in consultation with ERCA and the other Essex planners, has send a letter to MNFR seeking feedback on this issue.

Lastly, the Official Plan has identified, both in the text and the mapping, areas of potential future growth as Urban Reserve. The exact final form which this takes will be dependent on both County and Provincial feedback as it does seek to provide information on the most likely areas of expansion in the future.

DISCUSSION

As part of the last open house held on November 20, 2019 the consultant prepared a presentation that outlined and summarized the changes to the Official Plan. (Appendix C) The one item included in the summary that has not yet been discussed in detail is the addition of residential intensification policies. This addition was the result of both concern expressed during the public consultation phases and a motion of Council. The motion directed administration to include additions to the residential policies, specific to the area of Prince Albert Street North, to limit new development to single detached dwellings only.

Inclusion of this type of prohibition was given a considerable amount of attention and different approaches reviewed. What resulted was the completion of **Section 2.11 Residential Intensification**. The existing Official Plan does not currently contain any such policies on intensification. This section adds considerable language to the Plan that will assist staff in better assessing proposed development for intensification across the entire Town while remaining consistent with both Provincial Policy and the County Official Plan.

An Official Plan is a long-term document, typically with a 20-year time horizon before replacement becomes a consideration. The review process gives the Town the opportunity to update language, make required changes re: new legislation and potentially adapt to changing trends. The draft document being presented to Council brings the policy update-

to-date but also recognizes that more detailed work will be necessary in specific areas as the Town grows.

LINK TO STRATEGIC PLAN

Manage growth through sustainable planning.

FINANCIAL CONSIDERATIONS

The review process has remained on budget to-date however with the additional consultations on the Greenhouse Policy and Affordable Housing additional time and resources have been required by the consultant to make the additions. It is anticipated that there will be some minor overage, $5,000 to $10,000, once the review is fully complete and will be included in the 2020 Planning budget.

CONSULTATIONS

The draft document has been posted on the Town website since late October. The November 20, 2019 open house was well attended by the public. Notice of the open house and the January 13, 2020 meeting were posted in all three local papers and on the website since the last week of October.

Public feedback to-date has included the following:

- More detail on the type of housing permitted in given areas
- Prohibition on greenhouse development
- Prohibition on high density development
- Comprehensive vision and supporting guidelines for development along Main St.
- Need for added criteria for heritage preservation and impact
- Reinforcement of the importance of the harbour area
- Consideration of adding new residential lands outside the settlement area
- Need for better internet access
- More employment opportunity diversity

There was not a significant number of written comments specific to the Official Plan review process however the comment that was received is attached as Appendix D.

Administration Consultation

Town Staff, County Planner, MMAH

RECOMMENDATION

It is recommended that Council:

Receive the report outlining the details on the conclusion of the 5-year Official Plan review process and presentation by the consultant, WSP, for information purposes, and

Direct administration and the consultant, WSP, to complete the final Official Plan document for final adoption by Council, subject to:

completion of consultation with First Nations representatives;

inclusion of requested changes, if any, presented at the January 13, 2020 public meeting of Council.

Robert Brown

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

Peggy Van Mierlo-West

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

The Corporation of the Town of Kingsville

DRAFT OFFICIAL PLAN

December 2011

Town Council Approval December 19, 2011

County Approval February 1, 2012

5-Year Review DRAFT (track changes) November 2018

REVISED DRAFT (TRACK CHANGES) September 2019

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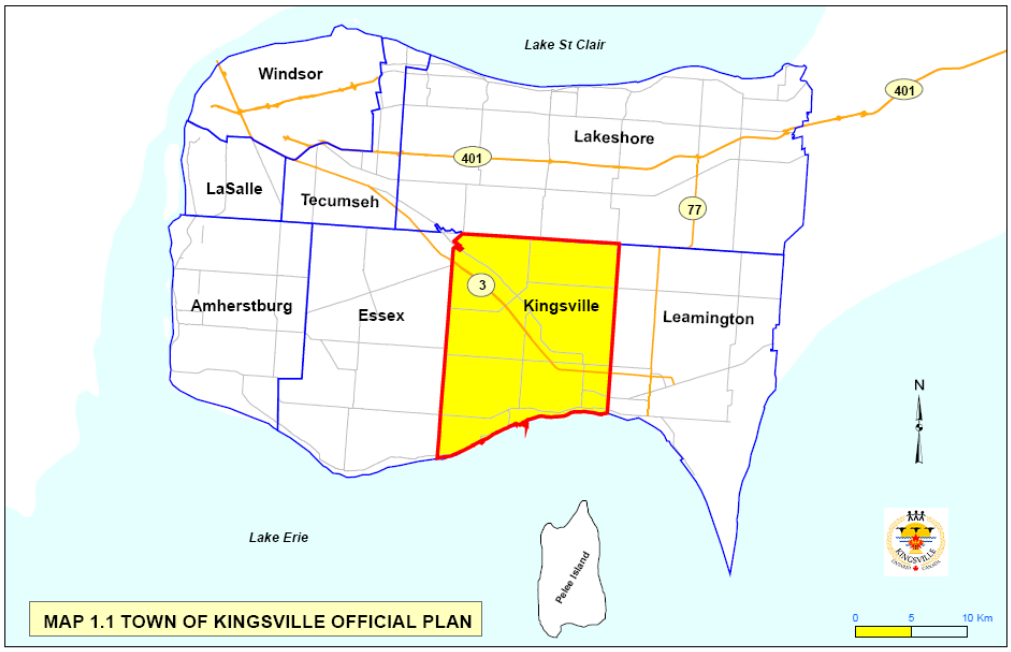
SECTION 1 GENERAL

1.1 TITLE AND COMPONENTS

This Plan shall be known as the Official Plan for the Town of Kingsville. The following text and Schedules "A", “A-1", “A-2", "B", “C”,” D” and “E” inclusive constitute the Official Plan. The policies and land use designations described in this Plan should not be considered static and should be reviewed and altered by way of amendment as required. A major review of all policies and land use designations shall be undertaken every five years.

1.2 THE PLANNING AREA

The following text and schedules constituting the Official Plan for the Town of Kingsville apply to all lands within the corporate limits. The restructured Town was incorporated on January 1st, 1999 joining the former Town of Kingsville and Townships of Gosfield North and Gosfield South into the Town of Kingsville. The Town of Kingsville has a land area of 24,660 hectares and a 2016 population of 21,552 (2016 Census Canada). Geographically, Kingsville is located in the south east portion of Essex County bordered by the Town of Essex to the west, the Town of Lakeshore to the north, the Municipality of Leamington to the east and Lake Erie to the south. See Map 1.1 for the location of the Town of Kingsville.



1.3 PLANNING AUTHORITY

In accordance with the Planning Act, the Council of a Town may provide for the preparation of a plan suitable for adoption as the Official Plan of the Town. An Official Plan is defined in the Planning Act as a document, approved by the Approval Authority, containing objectives and policies established primarily to provide guidance for the physical development of a Town while having regard to relevant social, economic and environmental matters. Section 24 of the Act further provides that where an Official Plan is in effect no public work shall be undertaken and no by-law passed for any purpose unless it is in conformity with the Official Plan.

1.4 PURPOSE OF THE PLAN

1.4.1 Town's Mission and Vision Statement

The Town's Mission, Vision Statement and Values provide broad direction for the long-term planning and development of the Town. The Kingsville Strategic Plan (2017-2022) outlines the shared vision for the Town, which was developed through a consultation process that involved input from the community, agencies, Town administration and staff, and Council. The purpose of the Strategic Plan is to provide a guideline for taking actions that will strengthen the Town of Kingsville. The Strategic Plan is intended to sustain the quality of life that is enjoyed by residents. The Strategic Plan is designed to capture the ideas and input of the community members and combine it with the current competitive advantages of the Town of Kingsville.

The planning framework and policies of this Plan are based on the Strategic Plan, and provide further direction for land use planning within the Town.

The Town's Mission Statement is:

"To make Kingsville a progressive and prosperous place."

The Town's Vision is:

"Kingsville: A friendly and safe community – Proud of our past; excited about our future."

The Town's Values are:

"Community: The Town of Kingsville values a friendly community that works together to maintain a high quality of life for all its residents.

Leadership: The Town of Kingsville values a proactive approach that moves the community forward rather than reacting to emerging threats and changing times.

Professionalism and Accountability: The Town of Kingsville values professional, responsible service based on sound planning, budgeting and reporting.

Preservation of a Small Town Culture: The Town of Kingsville values the beautiful environment of the small town culture it inhabits and strives to ensure a healthy legacy for current and future generations."

1.4.2 Guiding Principles

This Official Plan sets out in general terms the future pattern of development for the Town of Kingsville. The Plan's purpose is:

a) to designate sufficient lands to encourage and accommodate future development proposals and to identify a desired land use pattern for such future development that ensures a basic compatibility between and among various land uses within the Town;

b) to further enhance the Town as a place for living, working and leisure by helping to create a healthy, safe, attractive and convenient environment, and maintaining a high quality of life for all its residents;

c) to identify the present level of services available within the Town and the capacity of these services with respect to expansions and extensions required to facilitate future development;

d) to guide the location, type and sequence of all new development so that it may be provided with efficient public services based on reasonable and sound standards;

e) to ensure that any development which may occur does so at a pace that is within the financial capabilities of the Town;

f) to ensure that transportation facilities required for the efficient movement of people and goods within, to and from the Town are appropriate or will be available to serve the varied

land use pattern proposed by this Plan;

g) to ensure that the development design provides for the future development of abutting land by oversizing services where necessary, properly designing road patterns so that separate abutting developments will ultimately interconnect and by establishing development standards in an attempt to minimize any future incompatibility problems;

h) to ensure that prime agricultural lands (Class 1, 2 and 3 soils as established by the Canada Land Inventory together with specialty crop lands, should they be identified) are preserved for agricultural use with a priority on food production;

i) to ensure all cultural heritage resources, including archaeological resources, built heritage resources and cultural heritage landscapes are managed in a manner which perpetuates their functional use while maintaining their heritage value, integrity and benefit to the community;

j) to inform the general public and the private sector of the type and standard of development that will be permitted within the Town in the future;

k) to guide Council, the Committee of Adjustment, municipal staff and other regulatory agencies in making decisions regarding the future development of the Town;

l) to provide for the necessary capital works programs and municipal legislation to implement the Plan's goals;

m) to provide a frame of reference for future detailed studies and updates to existing studies which may be undertaken when considered necessary by Council;

n) to establish a framework for public involvement in the implementation and review of the Plan's goals and policies;

o) to maintain, restore or where possible improve, the diversity and connectivity of natural features and the long-term ecological function and biodiversity of natural heritage systems while recognizing and enhancing the linkages between natural heritage, surface water and groundwater features or areas;

p) to protect natural resources, including mineral aggregate resources, and mineral and petroleum resources;

q) to maximize the environmental, social and economic benefits derived from protecting,

maintaining and enhancing woodlands for the residents of the Town;

r) to encourage the provision of affordable housing policies consistent with Provincial Policy;

s) preserve the small town culture and ensure a healthy legacy for current and future generations;

t) to provide policies that are consistent with the Provincial Policy Statement, 2014; and

u) to conform to and implement the County Official Plan's policy framework at the local level, and provide more detailed policy direction for the Town.

1.5 BASIS OF THE PLAN

The policies contained in this Plan are based on several assumptions and conclusions that emerged out of the research and analysis phase of the Official Plan review and the 5-Year Review of the Official Plan, undertaken in 2018. If with time, any of these assumptions prove to be invalid, it will be necessary to review the Plan policies and if necessary amend them as considered necessary and appropriate.

1.5.1 Time Period of the Plan

This Plan is intended to guide future development within the Town of Kingsville for approximately a twenty year period or to the year 2031, in conformity with the planning horizon of the County of Essex Official Plan. All forecasts of growth and related land use requirements correspond to this planning period. The policies contained herein will be reviewed at least once every five years to ensure that they conform to Provincial Plans, if applicable, have regard to matters of Provincial interest as outlined in the Planning Act, are consistent with Provincial Policy Statements, are in conformity with the County of Essex Official Plan, and are appropriate given the Town's development circumstances and the desired policy direction of the Town.

1.5.2 Community Profile

The restructured Town of Kingsville was incorporated on January 1st, 1999. The combined former Town of Kingsville and Townships of Gosfield North and Gosfield South had a population of 21,552 persons as of 2016 (Census Canada) and a land area of approximately 24,660 hectares. Kingsville is primarily an agricultural community with most types of agriculture being present in the area. The Town also accommodates a substantial area of greenhouses producing tomatoes, cucumbers, peppers, flowers and potted plants. In

addition to agriculture, a sand and gravel industry and commercial fishing industry also exists. Employment development within Kingsville is primarily related to greenhouse support industries and food processing. However, secondary feeder plants to the major auto industries are also present.

1.5.3 Forecasted Residential Demand

The residential policies contained in this Plan are based on the following population assumptions:

a) annual average growth rates for the three former municipalities have been positive but variable. Generally, population has increased as sewage capacity has become available;

b) the forecasted residential growth conforms to the County of Essex Official Plan to the planning horizon year of 2031; as allocated by the County of Essex Official Plan and supporting Population and Employment Foundation Report, County of Essex Official Plan Review, August 2011;

c) the three tables that follow outline the anticipated population and household growth projected for the Town of Kingsville:

Table 1.1
20 Year Population Projections: 2011 - 2031

	2011	2016	2027	2031
Population	21,362	21,552	23,882	25,088

Source: Census of Canada, 2016
Town of Kingsville Development Charges Background Study, 2017
County of Essex Official Plan, 2014

Table 1.2
20 Year Household Projections: 2011 - 2031

Households	2011	2016	2027	2031
Singles and Semi-Detached	6,825	7,010	8,021	8,321

Households	2011	2016	2027	2031
Multiple Dwellings	490	525	667	740
Apartments	365	400	456	483
Other	40	40	40	40
Total	7,720	7,975	9,184	9,584

Source: Census of Canada, 2016
Town of Kingsville Development Charges Background Study, 2017

Table 1.3
Additional Households Projected: 2011 - 2031

Households	2011-2016	2016-2027	2027-2031
Singles and Semi-Detached	185	1,011	300
Multiple Dwellings	35	142	73
Apartments	35	56	27
Other	0	0	0
Total	255	1,090	400

Source: Town of Kingsville Development Charges Background Study, 2017

d) based on the preceding tables, it is estimated that there will be a demand for approximately 1,609 additional dwellings from 2016 to 2031. Assuming an average density of 10 units per hectare, a total of 160 hectares of land will be required for residential development anticipated during the planning period to the year 2031. Those lands designated as “Residential” as shown on Schedules “A”, “A1” and “A2” currently meet the required demand for residential development to the year 2031. Furthermore, the Essex County Official Plan provides that the existing inventory of residentially designated land is sufficient to accommodate the projected 20 year demand for additional housing units (to the year 2031), and sufficient land has been designated in the Town’s Official Plan to accommodate the projected residential land use needs of the Town.

e) The Town will work with the County and the local municipalities to ensure an appropriate growth projection and allocation to the Town of Kingsville at the time of the next County Official Plan review.

1.5.4 Forecasted Agricultural Demand

Agriculture and related development will remain the primary economic activity of the Town. The main agricultural uses in Kingsville are field crops and greenhouse farming (primarily vegetable production and limited flower and plant greenhouses) Secondary agricultural uses include mushroom production, raising of livestock and the recent introduction of commercial cannabis for medical and recreational use.

Growth in the greenhouse sector remains consistent from year to year. Availability and cost of services will remain the key factors in future growth.

1.5.5 Forecasted Commercial Demand

The Town expects new commercial development as private sector developers continue to attempt to reduce the outflow of shopping dollars from the Kingsville trade area. In addition, tourism in Kingsville has increased as a result of wineries and specialty retail shops and restaurants and visitors to the various roadside fruit, vegetable and flower stands.

Based on past commercial development activity and with recent amendments, it is estimated that there are adequate lands currently designated for commercial development to meet the needs of existing and projected residents. There has been some adjustment to the dividing lines between commercial and residential areas in an effort to ensure that the commercial parcels have sufficient area to be properly developed for commercial use. Commercial development should be focused to the downtown areas to enhance the vitality of these areas and the communities they support.

1.5.6 Waterfront Development

This Plan encourages the continued effort by the Town to improve the waterfront area. The establishment of a long-range Waterfront Development Master Plan is encouraged. The policies of this Plan will be amended once a Waterfront Master Plan is completed and accepted by the Town. In the interim, the Town has approved a new “Waterfront Mixed Use Neighbourhood” designation (OPA #1) that generally applies to lands along the Park Street corridor between Lansdowne Avenue and Lakeview Lane to permit a broad range of

commercial, residential, office and institutional uses. The intent of the "Waterfront Mixed Use Neighbourhood" designation is to promote the development of a mix of land uses in the waterfront area, to promote the waterfront area as a destination in the Town and to ensure that new commercial and residential development meets appropriate site design standards and new commercial and residential development are compatible. Furthermore, the Town will continue their efforts to improve publicly accessible parks and trails along the waterfront, including the provision of a linear park system along the waterfront joining the Kingsville dock area with Lakeside Park.

1.5.7 Forecasted Industrial Demand

The County of Essex Population and Employment Foundation Report forecasted employment growth to the Town of Kingsville of 7,930 to 8,450 employees to the year 2031, which represents an increase of 1,410 to 1,930 employees from 2016. The rate of employment growth is expected to be below past levels with most growth occurring in the mid-to-long term. Employment growth is anticipated to favour industrial related over population related employment development. In terms of land supply, a surplus exists County-wide to accommodate all of the projected employment growth, and the Settlement Areas contain sufficient land for the County as a whole, and each local municipality, to accommodate all employment growth during the planning period to 2031. Sufficient employment lands have been designated in the Town to the year 2031, which includes the employment lands designated on the south edge of Cottam and the north edge of Ruthven, to meet forecasted employment demands. The development of the Employment designated area within Cottam will be dependent upon improvements to the existing municipal sanitary sewage treatment facility.

The Town will actively monitor the supply and availability of designated employment lands to ensure an adequate supply is available over the planning horizon to meet the expected demand and also to provide reasonable market choice and competition. Careful attention will be provided to ensuring that existing employment areas are provided with good access and transportation links, including access to rail corridors, appropriate sanitary sewage, stormwater and potable water servicing, while minimizing potential conflicts with residential and commercial areas.

This Plan encourages additional employment development particularly, industries associated with food processing and product storage, other agricultural related industries and automotive related industries.

There are also extractive industrial activities in Kingsville. The areas of the Town that possess extractive potential are well known and identified. It is expected that the extractive resource will continue to be removed as required.

1.5.8 Forecasted Recreational and Institutional Development

It is expected that demand for new institutional and recreational opportunities will continue. The Town is generally in support of such new facilities provided their development is in accordance with the policies of this Plan. The Town in consultation with the Greater Essex County District School Board is currently in the process of planning for a new school site in the northeast corner of the Kingsville settlement area. The Parks, Recreation, Arts & Culture Master Plan recognizes that with the likelihood of one or more surplus schools becoming available, the Town may be faced with the prospect of purchasing the buildings in order to keep the space within the public realm and to supplement the local recreation inventory. The Town will plan for the future reuse and redevelopment of surplus institutional properties, where they are no longer required for institutional uses. The potential redevelopment of these sites for non-institutional uses should ensure compatibility with the surrounding area and provide opportunities to improve the health and vitality of the Town.

The Town will continue to expand its recreational facilities as need is established and to implement the Town's Parks, Recreation, Arts & Culture Master Plan, which provides further direction pertaining to the establishment of new or expanded recreational opportunities.

It is also the Town's intention to develop more passive recreational facilities such as walkways, particularly along the waterfront and Mill Creek, and bicycle paths. The Essex County Wide Active Transportation Study (CWATS) and Town's Active Transportation Master Plan, 2012 will provide further direction for establishing an active transportation system throughout the Town.

1.6 GROWTH MANAGEMENT AND COMMUNITY STRUCTURE

The Town of Kingsville is comprised of a large geographic community with multiple urban centres, hamlets, and lakeshore residential areas, resulting from municipal restructuring and the historic growth and settlement trends. The Official Plan recognizes the unique challenges

faced by the Town, and promotes a comprehensive planning framework to appropriately manage future growth and development.

The community structure for the Town promotes the creation of complete communities, which meet immediate and future needs by providing access to a full range and mix of housing, diverse employment and shopping opportunities, a range of community services and facilities, recreational and open space opportunities, convenient transportation choices, and protection and enhancement of agricultural and natural resources, while directing development away from natural hazards.

This Section identifies community structure policy areas which provide guidance on the overall growth management and community structure for the Town. Schedule "A" illustrates the planned community structure for the Town over the planning horizon.

The growth management strategy and community structure for the Town is comprised principally of Primary Settlement Areas, Secondary Settlement Areas, and the Agricultural Area. The Primary Settlement Areas include the Settlement Areas of the community of Kingsville and a portion of the Lakeshore Residential West area abutting the community of Kingsville; and the Secondary Settlement Areas which include a diversity of settlements including: Cottam; the Hamlet Areas of Ruthven and Country Village; a portion of the Lakeshore Residential West area, the Lakeshore Residential East Area along Lake Erie; and various un-named Secondary Settlement Areas within the Agricultural Area, which largely comprise areas of agricultural related industrial and rural employment areas.

Table 1.6 and Schedule A identifies the Primary and Secondary Settlement Areas in the Town which are further distinguished by their applicable land use designations as designated on Schedule A.

Table 1.6 – Settlement Areas

Settlement Area Type	Settlement Area
Primary	Kingsville Portion of the Lakeshore Residential West
Secondary	Cottam Ruthven Country Village Portion of the Lakeshore Residential West Lakeshore Residential East Various un-named Secondary Settlement Areas within the Agricultural Area.

The Town's growth management strategy is to direct the majority of future growth and development to the Primary Settlement Areas to strengthen the Town's settlement structure, and provide for development patterns that efficiently use land, resources, infrastructure, and public service facilities. Primary Settlement Areas promote the development of healthy and sustainable communities through more compact urban forms, the efficient use of infrastructure, and the provision of a range of land uses, while preserving lands designated Agricultural.

Secondary Settlements vary in nature and character but will generally accommodate more modest growth than that directed to the Primary Settlement Areas, in accordance with the policies of this Plan.

1.6.1 Primary Settlement Areas

The Primary Settlement Areas are identified on Schedule "A" and represent urban settlement areas which are the primary focus of growth and development. Primary Settlement Areas promote the development of healthy and sustainable communities through more compact urban forms, efficient use of infrastructure, and the provision of a range of land uses.

The following policies apply to Primary Settlement Areas:

a) Primary Settlement Areas shall be the focus of growth and public/private investment in the Town.

b) Primary Settlement Areas shall have and be planned for full municipal sewage services and municipal water services and stormwater management services, a range of land uses and densities, a healthy mixture of housing types including affordable housing options and alternative housing forms for special needs groups, and be designed to be walkable communities with public transit options.

c) All types of land use are permitted within the Primary Settlement Areas designation subject to the specific land use designations and the policies of this Plan.

d) All new development within Primary Settlement Areas shall only occur on full municipal water services and municipal sewage services, unless there are interim servicing policies in effect in this Plan.

e) Expansions of the boundaries of a Primary Settlement Area shall only occur in accordance with the Local Comprehensive Review policies in Section 1.6.3.1 of this Plan. An amendment to this Plan and the County Official Plan shall be required to alter the boundary of any Settlement Area.

f) To ensure the orderly growth of the Town of Kingsville, the Town has identified "Urban Reserve Area" lands on Schedules "A" and "A-2", which represent a logical extension for future urban growth. These lands should be protected for the long term and where they are deemed to be required to accommodate growth, the boundary of the Kingsville Settlement Area shall be revised in accordance with the Local Comprehensive Review requirements of Section 1.6.3.1.

g) The downtown area of Kingsville should be planned to maintain and/or enhance the existing character of these areas. Mixed-use development and an accessible pedestrian oriented streetscape are encouraged.

h) The Town encourages the redevelopment of brownfield properties.

i) Cost effective development patterns and those which will minimize land consumption and reduce servicing costs are encouraged. Land use patterns which may cause environmental, heritage preservation or public health and safety concerns shall be avoided.

j) The Town supports universal physical access and encourages the building industry to incorporate such features into new structures.

1.6.2 Secondary Settlement Areas

The Secondary Settlement Areas are identified on Schedule "A" and represent small hamlet, village, employment based, or other site-specific settlements or developments that have historically existed and been identified in the Town's Official Plan. Secondary Settlement Areas do not meet the criteria outlined above for Primary Settlement Areas; however, they

do have varying levels of community investment such as partial services and associated community services and facilities.

The Secondary Settlement Areas in the Town are predominately residential in nature, such as the Town's shoreline areas. However, there are Secondary Settlement Areas that contain a mixture of uses such as the Hamlet of Cottam. There are also several employment based Secondary Settlement Areas such as Ruthven and the surrounding areas. Furthermore, there are a number of smaller un-named Secondary Settlement Areas throughout the Town's Agricultural area which comprise largely rural employment areas.

The Town recognizes the diversity among the many different Secondary Settlements Areas and has established the following policy framework that recognizes this diversity:

a) New development will be permitted within the boundaries of the Secondary Settlement Areas as shown on Schedule "A" provided such development is consistent with the Provincial Policy Statement, the intent of the County Official Plan, and the policies of this Plan.

b) The majority of new development within Secondary Settlement Areas will primarily be directed to Cottam, Ruthven, and the Lakeshore Residential Areas, and to a lesser extent, the smaller un-named Secondary Settlement Areas designated Employment throughout the Town's Agricultural area.

c) New development is encouraged on full municipal services, where available, unless there are interim servicing policies in effect in this Plan.

d) Expansions to the boundaries of a Secondary Settlement Area are not permitted. However, the Town may undertake a Local Comprehensive Review in accordance with Section 1.6.3.1, and the policies of the County Official Plan, that may result in the reduction of the Secondary Settlement Area boundaries in conjunction with the corresponding expansion of a Primary Settlement Area boundary. An amendment to the County Official Plan and this Plan and shall be required to alter the boundary of any Settlement Area.

e) All types of land uses are permitted within the Secondary Settlement Areas designation subject to the specific land use policies of this Plan.

f) In some cases Secondary Settlement Areas are unnamed and do not contain the basic

elements that comprise a settlement area. The Town may consider removing the Secondary Settlement Area delineation of these Settlement Areas from the land use schedule or further restrict new development.

g) Secondary Settlement Areas, or portions thereof, that generally contain or are planned for non-employment uses, are subject to the following additional policies:

    i. They shall not be the focus of growth or public or private investment, and they should, at most, retain their existing historic development patterns. Growth and investment in these Secondary Settlement Areas are permitted, provided the Primary Settlement Areas in the Town remain the focus of growth.

    ii. New development will generally be limited to infilling, redevelopment on existing lots of records, and limited residential intensification.

    iii. Residential intensification, outside of infilling, shall only occur on full municipal sewage services and municipal water services.

h) Secondary Settlement Areas, or portions thereof, that generally consist of employment uses are subject to the following additional policies:

    i. Cost effective development patterns and those which reduce servicing costs are encouraged.

    ii. Land use patterns which may cause environmental, heritage preservation or public health and safety concerns shall be avoided.

    iii. New development shall not have a negative impact on traffic movement, turning movement or the overall function of a Provincial Highway or County Road.

    iv. New development on private or partial sewage services and water services shall generally be limited to dry industrial uses.

    v. The orderly and appropriate development of these areas will be accommodated in accordance with the policies of this Plan.

    vi. Cost effective development patterns and those which reduce servicing costs are encouraged. Land use patterns which may cause environmental, heritage preservation or public health and safety concerns shall be avoided.

1.6.3 Settlement Area Expansions

It is anticipated that sufficient land has been designated to accommodate growth and development over the planning horizon, therefore, Settlement Area expansions are not contemplated within the planning horizon. A Primary Settlement Area expansion, that would result in an addition to the aggregate amount of land is not contemplated within the planning horizon, in accordance with the County of Essex Official Plan. A Primary Settlement Area expansion that would result in an addition to the aggregate amount of land, may only be considered through a Comprehensive Review of the County of Essex Official Plan. Expansions to the boundaries of a Secondary Settlement Area are not permitted. Notwithstanding, the Town may undertake a Local Comprehensive Review of the Settlement Areas, with a goal of re-allocating growth to the most appropriate locations in the Town. The Town may initiate a Local Comprehensive Review at any time in accordance with the County Official Plan and policies of Section 1.6.3.1 of this Plan.

1.6.3.1 Local Comprehensive Review

Settlement Area Expansions will only be permitted for a Primary Settlement Area and will only be considered through a Local Comprehensive Review (LCR) of this Plan. A LCR may recommend alterations to one or more Settlement Area boundaries provided that such adjustment would maintain or reduce the aggregate amount of land within the Town's Settlement Areas. The Town may undertake a LCR to identify the most and least appropriate locations for growth within the Town. A LCR is distinguished from a comprehensive review as defined in the County of Essex Official Plan and the Provincial Policy Statement. A LCR is an Official Plan review which may be initiated at any time by the Town or an Official Plan Amendment which is initiated or adopted by the Town in accordance with the policies of this Plan, and the following:

In accordance with the policies of the Essex County Official Plan, the preparation of a LCR shall follow, at a minimum, the requirements listed below:

a) Pre-consult with the County to establish the appropriate methodology, analysis and level of detail to be undertaken to sufficiently qualify the conclusions of the LCR.

b) An LCR may focus on residential or employment land transfer, or both. Where the focus is only on either residential or employment, the LCR will consider whether there are lands suitable for conversion to a different land use. For example, if the LCR is focused on employment land transfer, then the merits of converting residential lands within the

existing Settlement Areas to employment should also form part of the LCR.

c) Compile the aggregate amount of employment and/or residential land, depending on the focus of the review, including vacant, built, brownfield and other land within each Settlement Area.

d) Identify and assess the extent of primary and secondary constraints to the build-out of each Settlement Area. Primary constraints may include such factors as environmental, hazards, lack of services, soil types, topography and transportation. Secondary constraints may include isolated locations, contamination, fragmented ownership, and incompatible surrounding land uses, among other matters.

e) Determine the amount of population and/or employment, depending on the focus of the review, that could be accommodated in each Settlement Area under existing conditions given the site and area characteristics and constraints.

f) Identify and analyze the intensification opportunities within the built-up and greenfield areas of each Settlement Area.

g) Prepare a Master Servicing Report outlining the method of servicing available and planned for all Settlement Areas. This Report will include an analysis of costs and efficiencies associated with expanding any Primary Settlement Area.

h) In the event that the LCR concludes that one or more Settlement Area boundaries should be altered, the recommendations will not be finalized until the County and Local Official Plan are amended, and the adjustment satisfies the following criteria:

    i. that there are no reasonable alternatives which avoid prime agricultural areas;

    ii. there are no reasonable alternatives on lower priority agricultural lands in prime agricultural areas;

    iii. the lands do not comprise specialty crop areas;

    iv. the expansion of any area shall be limited to only Primary Settlement Areas, and an expansion to a Secondary Settlement Area will not be permitted;

    v. the aggregate amount of land within all “Settlement Areas” shall be maintained or reduced as a result of the “Settlement Areas” boundary adjustment(s). For example, if a Primary Settlement Area is recommended for expansion, then the

corresponding area within an existing Secondary Settlement Area shall be reduced. The areas removed from the Secondary Settlement Area(s) shall be redesignated to "Agriculture" in this Plan and the local Official Plan;

vi. opportunities for intensification, infill and redevelopment have been accounted for in evaluating alternatives to a Primary Settlement Area expansion;

vii. the proposed expansion is a logical extension of the Primary Settlement Area and will be fully serviced with municipal water services, municipal sewage services and stormwater management facilities;

viii. the infrastructure and public service facilities which are planned or available are suitable for the development over the long-term and protect public health and safety;

ix. the land is physically suitable for development, considering any constraints, such as hazard lands and natural heritage features;

x. a suitable plan for phasing, financing and construction of the infrastructure for the expansion area is developed;

xi. the proposed expansion satisfies the Province's Minimum Distance Separation Formulae and impacts from expanding Primary Settlement Areas on Agricultural Areas are mitigated to the extent feasible. The establishment of buffers and setbacks and appropriate subdivision designs are utilized to reduce the impact on surrounding agricultural land, operations and infrastructure; and

xii. considers cross-jurisdictional issues.

SECTION 2 GENERAL DEVELOPMENT POLICIES

The policies in this section apply to development proposals in all designations throughout the Town of Kingsville.

2.1 GENERAL

It is the intent of this Plan to ensure that development takes place in an orderly fashion having regard to a set of land use planning principles. It is important to note that the following

planning principles are inter-related. It is expected that the principles will be considered collectively and not that any one principle is to be considered independent of the others. This Plan contains the necessary goals and policies to ensure the intent of these principles is realized.

2.1.1 Land Use Planning Principles

a) to create more compact, mixed use, and pedestrian oriented development within designated and fully serviced urban settlement areas;

b) to support and promote healthy, diverse and vibrant settlement areas, where all residents can live, work and enjoy recreational opportunities;

c) to provide a broad range of housing types, services and amenities, employment and leisure opportunities for a growing and aging population;

d) to promote affordable housing and special needs housing within Primary Settlement Areas, and to a lesser extent within Secondary Settlement Areas;

e) to promote the creation of public spaces within all neighbourhoods and settlements that foster a sense of community pride, well-being, and create a sense of place;

f) to require the efficient use of land, resources, water and sanitary sewage treatment facilities, other infrastructure and public service facilities to accommodate growth, in a fiscally appropriate manner;

g) to promote opportunities for intensification and redevelopment within Primary Settlement Areas which are consistent with the existing built form of the area, in order to increase their vitality, offer a range of housing choices, efficiently use land and optimize the use of infrastructure and public service facilities;

h) to focus urban type development within the designated Primary Settlement Areas of the community of Kingsville and the eastern portion of the Lakeshore West Residential Area, and to a lesser extent to the Secondary Settlement Areas of the Village of Cottam, the Hamlet of Ruthven and the Lakeshore West Residential Area ;

i) to create and maintain an improved balance between residential and employment growth by increasing the opportunity for job creation, and maintaining and attracting industries and businesses;

j) to maintain and enhance the uptown area of Kingsville and the commercial area of Cottam as focal points where a broad range of community and commercial facilities and services and housing and employment opportunities are available at higher densities in a mixed use environment;

k) to maintain and attract manufacturing, agri-businesses and tourism-related businesses and activities that can provide employment opportunities to existing and future residents;

l) to protect prime agricultural areas for agricultural use;

m) to protect natural heritage features and other natural resources that are provincially, regionally, and locally significant;

n) to increase the amount of core natural area and natural buffers where possible, particularly through restoration efforts;

o) to link wildlife habitat and natural heritage areas to each other, human settlements to other human settlements and people to nature, consistent with federal, provincial, and regional requirements;

p) to provide land reserves or corridors for future linear transportation and utility facilities and services;

q) to accommodate future job creation and employment opportunities in an environmentally sustainable and cost effective manner;

r) to implement the growth management strategy to protect and enhance important agricultural and natural resources of this area and direct future urban growth to the Primary Settlement Areas;

s) to provide cost effective and environmentally sound municipal services, to support long-term economic prosperity;

t) to provide co-operative inter-municipal consultation and co-ordination in the provision of those municipal services that have inter-municipal considerations;

u) to continue work on long term servicing strategies for sanitary sewage treatment, the provision of potable water and storm water management;

v) to ensure that petroleum, non-metallic mineral resources and aggregate resources are available for future use and that extractive operations are protected from activities that

would hinder their expansion or continued use; and

w) to prohibit development within, and/or direct development away from natural and human-made hazardous areas, in accordance with the policies of this Plan; and

x) to promote natural habitat restoration within and linkages between natural areas to support the development of the natural heritage system.

2.2 AIR QUALITY, ENERGY CONSERVATION AND GREEN INFRASTRUCTURE

It is the policy of this Plan to support energy efficiency, improved air quality, and the use of green infrastructure by preparing and adopting a "Smog Action Plan" and by having regard to the following when reviewing development proposals:

a) whether the proposal includes opportunities for active forms of transportation such as walking and cycling;

b) whether the proposal has the potential to increase air pollution and, if so what remedial measures are proposed;

c) locating various land uses in such a manner that reduces distance and vehicle trips; and

d) whether the proposal protects and improves trees and natural areas and offers multi-functional green space;

e) whether the design incorporates compact form, efficiently uses land and where appropriate, a mixture of uses and housing types.

f) whether the design and orientation maximizes the use of alternative or renewable energy.

g) whether the design incorporates green infrastructure components that reduce the stress on traditional sanitary, water, stormwater and road infrastructure. Examples include the use of permeable pavements, Low Impact Development, rain gardens and bioretention systems, and constructed wetlands for the management of stormwater runoff.

It is the policy of this Plan to support energy conservation through the following:

h) The Town will support the implementation of a Local Energy Plan to support municipal energy conservation initiatives.

i) The Town will use any energy conservation grants, loans and audit services to retrofit or renovate older buildings and structures within the Town to incorporate energy saving mechanical, electrical and lighting systems.

j) The Town will involve local utilities and elementary and secondary schools to develop educational programs that will increase public awareness of energy conservation techniques, and will promote the utilization of energy saving fixtures, appliances and modes of transportation.

k) The Town will contribute to and promote a culture of conservation among all public, private, and community groups and local citizens and aim to reduce energy use in all sectors.

l) The Town will promote and encourage business and homeowner participation in programs that reward or incentivize investments in energy efficient technologies.

m) The Town may undertake tree planting, landscaping, and naturalization initiatives, where appropriate, on municipal property to improve air quality.

n) Opportunities for upgrades to municipal infrastructure will consider the impacts of climate change including more frequent and severe rain events and floods to prevent a failure of existing systems.

o) The Town may consider the use of Community Improvement Plans as a tool to encourage energy efficient development and the retrofitting or upgrading of existing facilities.

2.3 BARRIER FREE DESIGN

Barrier free design should be considered in any development or redevelopment of properties, whether in draft plans of subdivision or in site plan applications. Kingsville recognizes the importance of providing accessibility for persons with disabilities and the elderly throughout the built landscape.

The Town will have regard for the requirements of the Accessibility for Ontarians with Disabilities Act and:

a) Prepare a Joint Accessibility Plan every year covering the identification, removal and prevention of barriers to persons with disabilities in by laws and policies, programs, practices and services;

b) The Town may establish a Joint Accessibility Advisory Committee, the majority of members being persons with disabilities, to address accessibility issues for the Town and seek the advice of the Joint Accessibility Advisory Committee on the accessibility of all existing and new municipal facilities, and if appropriate, on the accessibility of development proposed in Site Plan Approval applications; and

c) The Town will encourage new residential development to incorporate universal design and accessibility features to support aging in place.

2.4 BED AND BREAKFAST/AIR BNB ESTABLISHMENTS

Bed and breakfast or Airbnb establishments are permitted within a single detached residential dwelling within the Agricultural, Residential, Hamlet, Rural Residential, Lakeshore Residential East and Lakeshore Residential West designations. Specific details pertaining to bed and breakfast or Airbnb establishments are contained within the Zoning By-law.

2.5 BROWNFIELD SITES

Brownfield sites refer to lands where contaminants may be present due to previous industrial, transportation, utility or similar uses. Sources of site contamination can include disposal of waste materials, raw material storage, residues left in containers, maintenance activities and spills. Some commercial uses such as gasoline stations and automotive repair garages have a similar potential. Historic contaminated sites are most often identified and located during site inspections and other activities associated with preparing land for development.

Development on or adjacent to lands where contaminants may be present will be permitted only if rehabilitation measures to address and mitigate known or suspected contaminants are underway or have been completed. It is the policy of this Plan that contaminated sites shall be restored as necessary prior to any activity on the site associated with the proposed use such that there will be no adverse effect. In particular, any development application proposing to redevelop a contaminated site or develop lands adjacent to a contaminated site must include information pertaining to the following:

a) past and present uses of the site;

b) a soil report prepared in accordance with the Record of Site Condition Regulation O. Reg. 153/04, as amended, of the *Environmental Protection Act* for the decommissioning and cleanup of contaminated sites. The report shall indicate whether the site is to be restored prior to approvals being granted or prior to development occurring. Development will not be permitted until the site has been restored in accordance with Provincial guidelines and legislation;

c) where contamination has been identified, a letter from the Province acknowledging filing of a “Record of Site Condition” prior to development approvals being granted;

d) there will be no change in property use for any of the property use changes specified in Section 14 of Regulation 153/04, as amended of the Environmental Protection Act, save and except the exemptions provided for by Section 15 of Regulation 153/04, unless a

Record of Site Condition has been obtained and filed.

2.6 BUFFERING

Adequate buffering will be required between all uses of land where there may be a conflict such that one use will detract from the enjoyment and/or functioning of the adjoining use. Such buffering may include landscaping using local native plantings, screening and greater separation distances between incompatible uses. Required distance separations shall be established in the Zoning By-law that reflect the Provincial guidelines regarding appropriate separation distances and buffering between industrial and sensitive land uses.

2.7 MOBILE HOMES

Mobile homes shall not be permitted within the Town except in designated mobile home park areas as specifically permitted by the policies of this Plan and located in accordance with the requirements of the Zoning By-law. In some instances, mobile homes may be permitted by Council as temporary housing and in some instances in the agricultural areas for seasonal housing purposes.

New mobile home parks and expansions to existing mobile home parks, may be permitted where they are serviced by municipal sanitary sewage, stormwater management and potable water services.

New mobile home parks and expansions to existing mobile home parks within the Agricultural Area will only be considered through a Local Comprehensive Review, in accordance with the policies of Section X.X.

2.8 SITE SUITABILITY

Prior to the approval of any development or amendments to this Plan and/or the Town's Zoning By-law, it shall be established to the satisfaction of Council that:

a) a given development has demonstrated that all necessary services are available to adequately accommodate the proposal.

b) Development with access to sanitary sewer service shall be required to connect and demonstrate adequate unreserved capacity in the service area. Development in close proximity to sanitary sewer service shall be encouraged to connect, where feasible, and where unreserved capacity is available.

c) Development shall demonstrate appropriate, safe access to the local and County road network capable of supporting the type and volume of vehicular traffic generated by the proposed development.

d) Development shall provide on-site storm water quantity and quality management and demonstrate no negative impact to approved drainage outlet(s).

e) Development shall be encouraged to incorporate best management practices and the utilization of low impact storm water management systems.

f) Development with limited lot frontage shall be required to demonstrate to the satisfaction of the Town how the subject site can be accessed without impact to abutting sensitive land uses. Minimum lot frontage requirements are more specifically outlined in the implementing Zoning By-law.

g) Development located to the rear of existing sensitive land uses shall be required to demonstrate a higher standard of separation and buffering through the site plan approval process.

h) Development shall be designed and oriented as to maximize buffering between it and sensitive lands uses to minimize or mitigate adverse impacts.

2.9 VISUAL AMENITY

The visual amenity of the Town will be preserved and enhanced wherever possible. This will be achieved by efforts to place telephone and power distribution lines underground wherever financially feasible, by enforcing minimum property standards, by the regulation of signs and by encouraging good landscape design and tree planting.

2.10 SECONDARY DWELLING UNITS

Secondary dwelling units are separate and self-contained dwelling units with kitchen and bathroom facilities that are created within a single detached, semi-detached or townhouse dwelling or dwelling unit. Notwithstanding any other policy in this plan to the contrary, the policies regarding the establishment of secondary residential units are as follows:

a) A maximum of one secondary dwelling unit is permitted per lot within a single detached, semi-detached or townhouse dwelling or as part of a building accessory to a main residential unit. The main dwelling must be owner-occupied.

b) A secondary dwelling unit will be permitted in an existing or new dwelling where a permanent single detached, semi-detached or townhouse residential use is permitted as a main use under the zoning by-law. For greater clarity, a secondary dwelling unit will not be permitted in a seasonal dwelling unit or an accessory dwelling unit.

c) The secondary dwelling unit(s) are incidental to the main permitted residential use and shall not change the general appearance of the dwelling or negatively impact the character of the neighbourhood.

d) A secondary dwelling unit will be permitted as-of-right in the zoning by-law where full servicing is present.

e) A secondary dwelling unit maybe permitted through a site-specific zoning amendment where full services are not available, subject to confirmation that private services can be demonstrated to adequately serve the secondary dwelling unit, or can be upgraded to serve the secondary dwelling unit, to the satisfaction to the Town.

f) Where a secondary dwelling unit is proposed in an accessory building, site plan control may be applied to ensure the following:

    i. Sufficient amenity area;

    ii. Reasonable and safe access to a public highway;

    iii. The adequacy of municipal and utility services serving the accessory building, and the ability to connect to such services;

    iv. The measure necessary to protect the privacy of neighbouring residents are taken.

g) New development, such as draft plans of subdivision shall make accommodation fornew secondary dwelling units in the design of the subdivision.

h) A secondary dwelling unit will not be permitted where:

    i. A lot has a garden suite or any other form of ancillary residential accommodation;

    ii. A lot is subject to the mitigation or avoidance of hazards, such as flooding or erosion;

iii. A lot is designated as being of Provincial interest due to a natural heritage overlay or lies within a provincially significant wetland.

i) The Town may prepare a guide to assist landowners in the navigation of the secondary dwelling unit development processes.

2.11 RESIDENTIAL INTENSIFICATION

The intensification of urban residential development reduces the need for urban expansions encroaching into the Agricultural Area. The Town encourages urban residential intensification, infilling and redevelopment of existing areas within Settlement Areas to encourage more efficient use of land and allow for the efficient provision of urban services, thereby helping to minimize the costs of providing services while meeting an important component of the Town's housing needs. Residential intensification will be guided by the following policies:

a) The Town will support appropriate redevelopment, infill and intensification proposals. Housing will, in part, be provided through urban residential intensification, which may include any of the following:

i. small scale intensification through modifications to an existing dwelling to include a secondary dwelling or construction of a new building containing ;

ii. infill development and residential development of vacant land or underutilized land in existing developed areas;

iii. the redevelopment of brownfield sites, subject to appropriate site remediation, where required; and/or

iv. redevelopment which includes either the replacement or conversion of existing residential uses with compatible new residential developments at a high density or the replacement of non-residential uses with compatible residential or mixed use development with a residential component.

b) In accordance with the County of Essex Official Plan, and the policies of this Plan, the Town will seek to achieve a minimum of 15 percent of all new residential development on an annual basis to occur by way of residential intensification, infill and redevelopment within existing built-up areas of the Town's Settlement Areas. The Town will monitor intensification activity and, through the development approvals and building permitting

process, ensure that such proposals can be satisfactorily integrated with the physical characteristics of residential and commercial areas and proper health and safety standards are maintained. The Town will report annually to the County on the implementation of the residential intensification strategies and meeting the residential intensification target.

c) Residential intensification will be primarily directed to the Primary Settlement Areas serviced by municipal infrastructure and community services in order to increase their vitality, offer a range of housing choices, efficiently use land and optimize the use of infrastructure and public service facilities.

d) Intensification and redevelopment within Secondary Settlement Areas is permitted to assist in meeting the intensification target provided it occurs on the full municipal sanitary and water services, and subject to the servicing policies of this Plan.

e) The Town will consider applications for infill development, intensification and redevelopment of sites and buildings through intensification based on the following criteria:

    i. the development proposal is within a Settlement Area, and is appropriately suited for intensification in the context of the surrounding neighbourhood;

    ii. the existing or planned municipal water and sanitary sewer services can accommodate the additional development;

    iii. the road network can accommodate the traffic generated;

    iv. the proposed development is compatible with the existing development and physical character of the adjacent properties and surrounding neighbourhood; and

    v. the proposed development is consistent with the policies of the appropriate land use designation associated with the land.

f) Development of new residential dwellings within established residential areas shall have consideration to maintaining the existing character, composition, built form, massing, setbacks and scale of the surrounding residential neighbourhood. The Town will require proposals for residential intensification within neighbourhoods to demonstrate that they will be compatible with the surrounding neighbourhood and at a minimum, address the

following built form and urban design considerations:

i. respect and reinforce the existing physical character of the buildings, streetscapes and open space areas in the area and surrounding neighbourhood;

ii. is compatible with the surrounding development;

iii. provide heights, massing and scale appropriate to the site and compatible with adjacent lands;

iv. infill development that is at a higher density than that which currently exists in the neighbourhood should generally be directed to arterial and collector roads. However, this should be evaluated on a case by case basis based on its appropriateness in a lower-density neighbourhood. Building heights should be of a similar height and scale and provide an appropriate transition through the use of building setbacks, building stepbacks, angular planes, and landscaped buffers;

v. provide adequate privacy, sunlight and sky views for existing and new residents;

vi. locate parking areas in the interior or rear yards, screened from public view;

vii. encourage a variety of housing forms that accommodate more compact and efficient development, including reduced minimum frontage requirements for lower density residential uses; and

viii. new development in older established areas of historic, architectural or landscape value should be developed in a manner consistent with the overall character of the established area. In areas where character has not been studied, the Town may require through the development approvals process, a neighbourhood character study and/or focused urban design guidelines that will assist in defining character and compatibility as well as the types of development that may be appropriate in these areas.

g) For larger scale infill and intensification proposals which involve multiple residential buildings or a complex of buildings, the Town require the submission of land use compatibility and urban design assessments as a component of the planning rationale report accompanying development applications, to demonstrate how the policies of this

Plan are being achieved.

h) The Zoning By-law shall establish zone provisions related to residential intensification, infilling and redevelopment to ensure compatibility with the existing character of the surrounding residential neighbourhood.

2.12 ECONOMIC DEVELOPMENT

The Town will continue to promote a diverse, innovative and economically strong agricultural industry, and seek to maintain and attract manufacturing, agri-businesses and tourism related businesses and activities that can provide well-paying employment opportunities to existing and future residents.

The Town's Economic Development Strategy, 2018 identifies a need to grow the Town's agri-brand with a focus on the existing greenhouse and processing operations, grow the food processing sector (i.e., expansion of existing processors, and identifying new opportunities for processing), support the innovation and diversification of local agriculture, and growing the agri-culinary participation among producers to tourism.

The Strategy also identifies the need to support tourism and increase the volume of year-round accommodations of all kinds, in all markets, develop operator experiences to boost tourism traffic (cross-sector and cross promotion), develop a guided touring sector (e.g. two wheels), expand visitation into the shoulder-season and winter and connect these off peak activities to culture, and identify and support unique retail that either generates tourism visits or extends those visits.

Community improvement initiatives will be used to revitalize existing planning districts, neighbourhoods, corridors or any other identified area in decline or in transition from one land use to another. As identified in the Economic Development Strategy, the Town will support the implementation and funding for the Cottam Downtown Community Improvement Plan, and Community Improvement Plans for Ruthven and the community of Kingsville.

The Town will support the establishment of a long-range Waterfront Development Master Plan to enhance the waterfront as a destination and promote the development of a mixed used waterfront area with enhanced public open space areas and integrated trail system.

The Town will work with infrastructure providers with the intent of future-proofing for advanced technologies including, but not limited to, high-speed/fibre networks, and infrastructure to support electric vehicle charging stations.

2.13 AFFORDABLE HOUSING

The Town supports the provision of affordable housing for low and moderate-income households, and will work to implement the strategies of the Windsor Essex Housing and Homelessness Plan, to support opportunities to increase the supply of affordable housing within the Town. The Town will support the provision of housing which is attainable for younger families and an aging population.

Affordable housing includes: "*in the case of ownership housing, the least expensive of:*

- housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low and moderate income households, or
- housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area."

In the case of rental housing, affordable housing is "the least expensive of:

- a unit for which the rent does not exceed 30 percent of gross annual household income for low and moderate-income households; or
- a unit for which the rent is at or below the average market rent of a unit in the regional market area."

The Town will support the provision of affordable housing in accordance with the Town's Affordable Housing Strategy and the following policies:

a) The provision of housing that is affordable and accessible to low and moderate-income households will be a priority. The Town will seek to achieve a minimum of 20% of all new residential development on an annual basis to be considered affordable, which may include ownership housing or rental housing.

b) The Town will encourage opportunities for more affordable housing to be primarily focused within the Primary Settlement Areas, which offer convenient access to existing services, facilities and infrastructure.

c) The Town will actively discourage the demolition or conversion of affordable rental housing stock to freehold if such conversion results in a reduction in the amount of affordable rental housing available to an unacceptable level.

d) The Town will consider opportunities for permitting additional units in existing dwellings, through the accommodation of second dwelling units, in accordance with the policies of Section X.X, to assist the Town in achieving their affordable housing target.

e) The Town will encourage the provision of affordable housing through:

i. supporting increased residential densities in appropriate locations along arterial and collector roads and a full range of housing types, adequate land supply, redevelopment and residential intensification, where appropriate;

ii. supporting assisted housing, special needs housing and alternative housing forms including second dwelling units where full services are available and temporary garden suites on partial or private services;

iii. the timely provision of infrastructure in the Settlement Areas;

iv. working with various agencies, builders, and providers to determine the availability of incentives and how they may apply;

v. supporting the reduction of housing costs by streamlining the development approvals process and waiving municipal planning application and building fees and charges, in full or in part, to encourage affordable housing;

vi. providing full or partial property tax exemptions for affordable housing units which remain affordable for a minimum period of 20 years;

vii. negotiating agreements with the public and private sectors to address the provision of affordably priced housing through the draft plan of subdivision and condominium approval process;

viii. Requiring all new applications for medium and high density residential development to address, as part of a planning justification report, the provision of affordable housing and how it is conforming to the target identified in Section X.X of this Plan;

ix. considering innovative and alternative residential development standards that

facilitate affordable housing and more compact development form; and

x. considering creating an Affordable Housing Advisory Committee with representatives from other municipalities and agencies, and residents to facilitate partnerships for the provision of affordable housing.

f) The Town may adopt a Municipal Housing Facilities By-law to develop affordable housing as a "community facility" under the Municipal Act. In an effort to facilitate affordable housing the Town may:

i. enter into capital facility agreements and/or partnerships with both private and non-profit organizations for affordable housing;

ii. use available grants and loans, including tax-equivalent grants or loans to encourage the construction of affordable housing; and

iii. enter into public/private partnerships for the provision of new affordable housing.

g) The Town will encourage that affordable housing be considered when opportunities for redevelopment become available. This includes the redevelopment of existing single-use and underutilized areas with full municipal services, especially where the land is in close proximity to human services. Special attention will be given to the design of buildings, the landscaping treatment and features of the site to ensure that the proposed redevelopment is physically compatible with the adjacent uses.

h) The Town will first consider surplus municipal land for affordable housing and may evaluate the feasibility of providing municipally owned land at a reduced cost for the construction of affordable housing. Furthermore, the Town will work with other levels of government to make surplus land available to providers of affordable housing at little or no cost.

i) The Town will encourage the development of low income housing geared towards seniors, which may include lower maintenance housing types such as condominiums and townhouses.

j) The Town will encourage affordable housing in a variety of building forms to meet the housing needs of a socially and economically diverse population in support of a broad range of employment opportunities.

k) The Town will support the development of new barrier free housing which is affordable to

accommodate a diverse range of housing needs.

l) The Town may designate certain areas or the Town as a whole, as a Community Improvement Area to facilitate the use of grants or loans to support the development of affordable housing.

m) In accordance with bonusing provisions of the Planning Act, the Town may consider increases in the height and density in major residential, and in combination with commercial, developments in exchange for community benefits related to the provision of affordable or rental housing.

2.14 SPECIAL NEEDS HOUSING

Special needs housing includes any housing, including dedicated facilities, in whole or in part, that is used by people who have special needs beyond economic needs, including but not limited to, needs such as mobility requirements or support facilities required for daily living. Examples of special needs housing may include, but are not limited to, housing for persons with disabilities such as physical, sensory or mental health disabilities, and housing for the elderly.

The Town will endeavour to improve access to housing for those people with special needs, including assisted housing, seniors housing, as well as various forms of supportive housing, including group homes and emergency/transitional housing, subject to the policies of this Plan:

a) The Town will work with other agencies and local groups to assess the extent of the need of these forms of housing.

b) The Town will support community agencies interested in pursuing additional funding from the Provincial government to address identified needs for special needs housing.

c) The Town will support the distribution of special needs housing provided by community groups.

d) *Group homes* will be permitted within the Settlement Areas, in land use designations where single detached, duplex, semi-detached, triplex, townhouse and apartment dwelling units are permitted, and in accordance with the Town's Zoning By-law. *Group homes* will be compatible with adjacent uses. Existing facilities that do not comply with the requirements will be allowed to continue but will not be permitted to expand without a

minor variance or zoning by-law amendment. *Group homes* with any correctional purpose will be treated as an institutional, and not a residential use by this Plan and the Zoning By-law.

e) When reviewing any proposal for the purposes of establishing, through new construction or conversion of existing structures, a group home, hostel, temporary shelter, emergency shelter or other similar form of special needs shelter, the Town will be satisfied that:

   i. the traffic generated from the facility can be adequately accommodated by the road network and will not have a significant impact on adjacent land uses, particularly residential uses;

   ii. the facility is of a design which maintains the scale, density, appearance, character and continuity of existing land uses in the surrounding area and immediate neighbourhood;

   iii. the land, buildings and structures for the proposed facility conform to the provisions of the Zoning By-law, including those related to parking requirements, ensuring that on-site parking is sufficient to meet the needs of residents, support staff and visitors; and

   iv. where appropriate, that a licence has been granted by the licensing Provincial or Federal agency.

f) Special needs housing and aging-in-place for seniors will be encouraged so that:

   i. individuals living in a non-healthcare environment, will have access to municipal services and amenities so that they may carry out their daily life without having to relocate as their circumstances change;

   ii. where the above is not suitable due to the physical or mental condition of the individual, independent living, assisted living and skilled nursing is available in residences for seniors, such as in a continuing care retirement community; and

   iii. a variety of dwelling types and housing tenures are available to accommodate seniors housing needs and aging-in-place.

g) Long-term care facilities that meet the needs of the community will be encouraged.

h) The Town will endeavour to provide a barrier-free environment where possible.

i) The Town will encourage new residential development to incorporate universal design and accessibility features to support aging in place.

2.15 SECONDARY PLAN AREAS

Throughout the Town there are lands identified on Schedule "A" and "A-2" that require further study to determine how the lands may be built out. Successful implementation of this Plan depends to a large degree on whether its policies can guide local development and action in a variety of contexts over the next 20 years. Secondary Plan Areas are proposed to ensure that planning is sensitive to local conditions within a specific area. The Secondary Plan Areas overlay provides an additional layer of policies to help protect certain areas from development until supported by future studies. Further, these areas were assessed on the basis of their development potential, and significance to the Town.

The Secondary Plan Area overlay includes interim policy provisions, which will continue to apply until a Secondary Plan is completed and approved to conform to the provisions of the Official Plan, and any applicable County or Provincial policies, bylaws or regulations. This overlay shall require that a number of studies or phasing requirements be met prior to development of these lands. These may include, but are not limited to, detailed Secondary Plan, pursuant to Section 8.18 of this Plan, Official Plan Amendment, Zoning By-law Amendment, and, as determined by the Town, transportation impact assessment, market analysis, urban design guidelines and overall community design plans.

The following policies will guide the use of Secondary Plan Areas:

a) The locations of Secondary Plan Areas are illustrated on Schedules "A" and "A-2". These Areas are intended to permit existing uses, while protecting the lands for future development. Prior to any development occurring, the proponent and/or the Town, as the case may be, shall demonstrate, through a detailed Secondary Plan, the following:

    i. How the proposal is in-keeping with the provisions of Section 8.18 of this Plan;

    ii. Coordination between the various land owners;

    iii. Access to Town services and if not, a functional servicing report identifying the preferred means of servicing;

    iv. Access to a road maintained year-round by the Town, and confirmation that any impacts from traffic generated can be mitigated;

v. Confirmation of the Town's growth management objectives in accordance with Section 1.6.

vi. Confirmation that the overall phasing strategy for development and associated infrastructure is appropriate.

vii. Confirmation that Natural Heritage Features, Areas or functions, sourcewater, or any other significant environmental features identified in this Plan shall not be impacted;

viii. There is no risk to public health and safety;

ix. A Planning Rationale Report demonstrating that the proposed use of land is appropriate for the subject lands and cannot be located in any other area of the Town, in accordance with the policies of the proposed land use designation and Section 8.18 of this Plan; and

x. Official Plan and Zoning By-law Amendment that would accompany the Planning Rationale Report redesignating the lands to an alternative land use.

SECTION 3 LAND USE PLAN

This section contains the goals and policies that pertain to the various land use designations depicted on Schedules "A", “A-1" and “A-2." Reference must also be made to the policies contained within the other sections of this Plan when determining the appropriateness of various development proposals.

3.1 AGRICULTURE

Areas designated “Agriculture” on Schedule “A” represent the majority of the land area in the Town of Kingsville. Agriculture, including an extensive vegetable and flower greenhouse farming area, is an extremely important component of Kingsville’s land use. The purpose of the goals and policies of this Section are to protect prime agriculture lands for agricultural purposes while acknowledging that this community will continue to grow and prosper in an orderly and responsible manner. It is acknowledged that all of the land in the Town of Kingsville, which is located outside a settlement area, is considered prime agricultural land in accordance with Provincial Policy and accordingly, development in this area is strictly controlled and monitored.

This Plan recognizes the presence of lands which potentially meet the criteria to be considered specialty crop areas. The identification of specialty crop areas within the “Agriculture” designation is encouraged. The Town of Kingsville will identify specialty crop areas in conjunction with the County of Essex and the evaluation procedures established by the Province. If applicable, appropriate Land Use Schedules and policies related to the specialty crop areas will be added to this plan, by way of an amendment.

3.1.1 Goals

The following goals are established for areas designated “Agriculture” on Schedule “A” of this Plan:

a) to preserve prime agricultural land for agricultural purposes to ensure the continued long-term availability of this resource and support a viable agricultural community;

b) to allow farm operators to engage in a wide range of agricultural uses, agriculture-related uses and on-farm diversified uses and activities, including greenhouse farming;

c) to restrict the type and amount of non-agricultural uses in the area designated

"Agriculture", and direct non-agricultural uses to the Settlement Areas;

d) to discourage lot creation in the Agriculture designation and establish a minimum farm parcel size that protects agricultural areas from fragmentation;

e) to ensure that new agricultural uses and non-agricultural uses comply with the Province's Minimum Distance Separation Formulae;

f) to support opportunities for local food production, urban and near-urban agriculture, and promote the sustainability of agricultural, agri-food and agri-product businesses through protecting agricultural resources and minimizing land use conflicts;

g) to only permit the expansion of existing Primary Settlement Areas into the Agriculture designation, where the need for expansion has been demonstrated and justified through a Local Comprehensive Review or a County comprehensive review, in accordance with Provincial Policy, the County of Essex Official Plan, and the policies of this Plan, particularly as it relates to Section X.X and Section 8.11 of this Plan.

3.1.2 Policies

The following policies shall apply to those lands designated "Agriculture" on Schedule "A" of this Plan:

a) the predominant use of land and permitted uses shall be agricultural uses, agriculture-related uses and on-farm diversified uses;

b) agricultural uses may include the: growing of crops, including nursery, biomass and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including but not limited to livestock facilities, manure storages, value-retaining facilities, and accommodation for full-time farm labour when the size and nature of the operation requires additional employment; and conservation uses;

c) agriculture-related uses, including: farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity, may be permitted through an amendment to the Zoning By-law;

d) on-farm diversified which are secondary to the principal agricultural use of the property, are limited in area, and are compatible with the surrounding agricultural operations, may be permitted. On-farm diversified uses may include, but are not limited to: home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products. Agri-tourism uses include farm-related tourism uses, including limited accommodation such as a bed and breakfast, that promote the enjoyment, education or activities related to the farm operation.

e) greenhouse farming and associated support facilities such as packing, shipping, co-generation and on-site labour housing are permitted in the 'Agriculture' designation subject to the following:

i. greenhouse development shall be subject to the Site Suitability criteria of Section 2.8 of the Plan;

ii. greenhouse development will be encouraged to locate in close proximity to existing greenhouse development more specifically south of Road 5 E and east of Division Rd N. Greenhouse development not located within this area shall be required to provide justification of compliance with Section 2.8;

iii. greenhouse development shall be subject to site plan control;

iv. greenhouse development shall demonstrate that it is providing sufficient on-site labour housing for the crop(s) being grown. Labour for a given greenhouse development should be provided wholly on the same property. Notwithstanding labour may be housed off-site subject to demonstration of safe and appropriate private transportation between locations;

v. on-site farm housing shall be required to maintain a rural residential character within the agricultural area. Consideration shall be given to the design, placement, landscaping, separation from the main permitted use(s) and shall encourage the provision of outdoor amenity space as defined in the Zoning By-law;

vi. the use of existing single detached dwellings for the housing of on-site labour is discouraged. Only legally converted dwellings, subject to Building, Fire and Health Unit inspection will be considered subject to item b) iii) and iv);

vii. greenhouse development shall be encouraged to provide linkages to existing

and future active transportation corridors including the CWATS and ERCA Greenway.

viii. the internal recycling of fertigation water by greenhouse farms shall be encouraged in order to reduce primary water use, in accordance with the policies of this Plan, including Section 6.3.5;

f) mushroom farms including the growing, harvesting, cleaning, packaging and shipping of mushrooms and any other uses related to mushroom production may also be permitted in the "Agriculture" designation and will be subject to zone restrictions as identified in the Zoning By-law and are subject to site plan control. Upon receipt of an application for site plan control to permit the establishment of a mushroom farm, Council shall have due regard to the following:

i. the proximity of the proposed operation to existing residential and other sensitive land uses and zones;

ii. the location of the proposed operation and other existing uses with respect to the prevailing winds. It will be preferable to have composting components of the operation aerated;

iii. the recycling of irrigated water supply by greenhouse farms shall be required in order to reduce primary water use, in accordance with the policies of this Plan, including Section 6.3;

iv. any comments from the Province, including the Ministry of Agriculture, Food and Rural Affairs and the Ministry of the Environment, Conservation and Parks;

v. the site plan control criteria listed in Section 8.15 of this Plan;

g) fruit and vegetable stands, tree farms, aqua-culture farming, wineries, retail nursery outlets and retail floral shops are permitted in the "Agriculture" designation without an amendment to the Zoning By-law provided they are secondary to the agricultural use of the site and that the goods for sale are grown or produced on-site;

h) Licenced Cannabis Production Facilities (CPFs) in accordance with the Cannabis Act and subject to other pertinent policies of this Plan, may also be considered as a use in certain areas of the "Agriculture" designation as identified on Schedule "A" and Schedule "A-1" of the Official Plan, subject to a site-specific zoning amendment and site plan control

pursuant to the Planning Act, R.S.O. 1990, c.P. 13 and the Town of Kingsville Site Plan Control By-law.

Upon receipt of an application for a zoning amendment and site plan control to permit a CPF in the "Agriculture" designation, Council shall be satisfied that the following criteria is met:

i. new purpose-built facilities will be encouraged as the first option, any retrofit or use of existing agricultural buildings or structures must demonstrate suitability in accordance with the policies of 8.4.1 of this Plan;

ii. that mitigation measures be taken to reduce impacts on nearby residential, institutional, and other sensitive land uses, and, to determine the appropriate separation distance of the proposed facility to existing sensitive land uses and zones, including commercial and recreational land uses frequented by members of the public;

iii. that buffering and screening will preserve the agricultural character of the surroundings;

iv. the criteria listed in Section 8 of this Plan; and

v. that required facilities will be installed such as, but not be limited to, on-site water storage and rate-of-flow control facilities as listed under Sub-Section 6.4.5 and complete Stormwater management facilities as listed under Sub-Section 6.4.6 of this Official Plan.

i) residential uses on existing lots of record in accordance with Section 3.1.1 of this Plan and lots created by the consent process in accordance with Section 7 of this Plan are permitted. The Zoning By-law shall only permit one residence per lot. A consent for land division for such a dwelling will not be permitted. The accommodation of seasonal or temporary farm help may include the use of bunkhouses or mobile homes.

j) bed and breakfast establishments are permitted subject to the requirements of the Zoning By-law;

k) small scale commercial and dry industrial uses, as defined in the Zoning By-law, directly related to the farm operation and that are required in close proximity to the farm operation and would include processing agricultural goods or servicing agricultural equipment or

operations, will be permitted to locate along County Roads in areas, designated "Agriculture" subject to an amendment to the Zoning By-law. The by-law amendment will establish adequate setback and buffering requirements to ensure that any potential incompatibilities with surrounding uses are minimized;

l) the exploration and extraction of all mineral resources, petroleum resources and mineral aggregate resources shall be permitted in the "Agriculture" designation and shall be a permitted use in the Agricultural zones of the Zoning By-law provided the exploration and extraction is in accordance with the *Oil, Gas and Salt Resources Act, Aggregate Resources Act* and/or the *Ontario Mining Act*;

m) extractive industrial uses are permitted in the Mineral Aggregate Resource areas shown on Schedule "D" of this Plan in accordance with the policies contained within this Plan;

n) the Mineral Aggregate Resource areas depicted on Schedule "D" of this Plan pertain to lands designated "Agriculture";

o) Non-agricultural uses may only be permitted in the Agriculture designation for the extraction of minerals, petroleum resources and mineral aggregate resources, and for limited non-residential uses in accordance with the policies of this Plan. Limited non-residential uses, including new or expanding recreational uses, may only be permitted in the Agriculture designation subject to the submission of appropriate studies, including an Agricultural Impact Assessment, provided that all of the following are demonstrated:

    i. there is a need within the planning horizon of this Plan for the proposed use;

    ii. the lands do not comprise a *specialty crop area*;

    iii. alternative locations have been evaluated and,

        a. there are clearly no other reasonable alternatives that are outside of *prime agricultural areas*; and

        b. there are no reasonable alternative locations in *prime agricultural areas* with lower priority agricultural lands;

    iv. the proposed use will not be located in an area that may have an impact on the efficient and logical expansion of nearby urban areas;

    v. the proposed use complies with the required MDS I setback distances; and,

vi. impacts from any new or expanding non-agricultural uses on surrounding agricultural operations and lands will be minimized to the extent feasible.

A site-specific official plan amendment will be required to permit a non-agricultural use within the agricultural area.

p) all lot creation in the "Agriculture" designation shall be in accordance with the land division policies contained in Section 7.3.1 of this Plan;

q) the Town will consider the Provincial Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas, when addressing the appropriateness of permitted uses within the Agriculture Designation, while ensuring the greatest flexibility to support the continued viability of agricultural operations in the Town.

r) It is recognized that the majority of lands designated "Agriculture" are serviced by private individual sanitary sewage services and, in some cases, individual on-site water services as well. Proposed development in the Agriculture Designation will be serviced with adequate water supply and sanitary sewage disposal services. For "Agriculture" designated lands where partial municipal services (i.e. municipal piped water in the absence of municipal sanitary sewers, or municipal sanitary sewers in the absence of municipal piped water) exists, development will only be permitted on partial municipal services within the existing "Agriculture" designated lands to:

i. address failed individual on-site sewage and individual on-site water services within existing development; &

ii. site conditions are suitable for the long-term provision of such services.

iii. Development proposals for non-agricultural uses will demonstrate the suitability of the site for the proposed method of water supply, sanitary sewage disposal and stormwater management to the satisfaction of the Town and other approval agencies.

s) for any new greenhouse or large scale agricultural development, it is encouraged to develop active transportation facility linkages to existing network connections.

3.1.3 Site-Specific Policies

a) notwithstanding any other policies of this Plan to the contrary, those lands that are designated Agricultural on Schedule "A" of this Plan and are remnants from the Highway No. 3 By-pass construction project can be used for any of the following purposes, without

an amendment to this Plan but subject to a by-law amendment to permit the specific use provided the remnant parcel is smaller than 3 hectares in area and the proposed use satisfies the requirements of the Province and the County of Essex. The permitted uses for these parcels shall include service commercial uses such as sales and service establishments, tradesmen's shops and contractors' yards, warehousing, dry light manufacturing and assembly uses and all accessory uses. Other commercial and employment uses shall not be permitted on these parcels. This policy shall not apply to the lands owned by the Province.

3.1.3 Minimum Distance Separation

Because livestock operations and other types of land uses can have compatibility problems if located too closely to one another, the Zoning By-law will ensure that a buffer area is maintained between the uses. To achieve this, the location of new and the expansion of existing livestock operations and manure storage facilities shall comply with the Minimum Distance Separation II (MDS II) formula. To ensure that the Minimum Distance Separation is used reciprocally, livestock operations, poultry barns and manure storage facilities will also be protected from encroachment by residential and other types of non-farm development in the Zoning By-law through the use of the Minimum Distance Separation I (MDS I) formula.

The municipality will also implement the provisions of the Minimum Distance Separation I (MDS I) formula on a case-by-case basis for non-farm development within settlement areas as shown in the County Official Plan, on Existing Lots of Record as of the date of the adoption of this Plan and for applications under the *Planning Act*.

The Minimum Distance Separation I (MDS I) formula will not be applicable to settlement areas. In addition, the MDS formula will not apply to existing lots of record where a livestock facility is destroyed in whole, or in part, by a catastrophe, provided the new development is no closer to the livestock operation or manure facility.

The Minimum Distance Separation II (MDS II) formula will not be applicable to new or expanding livestock operations or anaerobic digesters which are located within settlement areas In addition, the MDS II formula will not apply to the construction of a livestock operation or manure storage facility that is replacing the same which was destroyed by a catastrophe, provided the new facility does not result in increases to the value factors of odour, amount of material or nutrient units on-site prior to the catastrophe. For the purposes of the Plan, all

cemeteries within the Town shall be classified as a Type B land use under the Minimum Distance Separation Formulae.

3.2 COMMERCIAL

3.2.1 Central Commercial

The areas designated “Central Commercial” on Schedules “A-1” and “A-2" are the main commercial areas of the Town. Their purpose is to provide the full range of commercial uses to satisfy the needs of the local area as well as the visiting tourist population.

3.2.1.1 Goals

The following goals are established for the lands designated “Central Commercial” as depicted on Schedules “A-1” and “A-2" of this Plan:

a) to continue to strengthen the existing downtown commercial areas (former Kingsville and Cottam downtowns) as community focal points;

b) to ensure that there is sufficient area for commercial expansion within the downtown commercial areas so that the commercial needs of the Town can be satisfied in those locations;

c) to encourage new retail and other commercial uses to locate in the downtown areas, through incentives or other means as deemed appropriate;

d) to promote mixed use redevelopment projects (commercial / residential) including residential apartment development located above the first floor of commercial development in the downtown commercial areas;

e) to provide visually and aesthetically pleasing areas within which to shop;

f) to encourage further expansion of existing retail commercial uses.

3.2.1.2 Policies

The following policies shall apply to those lands designated “Central Commercial” on Schedules “A-1” and “A-2" of this Plan:

a) the predominant use of land in the “Central Commercial” designation shall be for the buying, selling, and provision of goods and services. The permitted uses shall include retail and service commercial stores, banks and other financial institutions, business and

professional offices, restaurants, taverns, clubs, recreational establishments, public buildings, parking lots, places of entertainment and amusement, places of worship, institutional uses, and similar type uses. Residential apartment type uses will also be permitted in the "Central Commercial" designation in accordance with the policies in this subsection;

b) it is the policy of this Plan to maintain the "Central Commercial" designation as the primary focus of commercial and civic uses, while accommodating highway commercial type uses within appropriately designated areas. In considering proposals for development within the "Central Commercial" designation, regard shall be given to the following:

   i. where possible, the development of vacant sites and the redevelopment of existing areas within the "Central Commercial" designation shall be encouraged;

   ii. it is generally intended that adequate parking in clearly defined areas will be required for all new development and redevelopment. The number of parking spaces required for various types of commercial uses will be contained in the implementing Zoning By-law. Where a development application does not provide for the required minimum number of parking spaces, it shall be demonstrated to the satisfaction of the Town, that the development application will not lead to nuisances through the parking of vehicles on land or streets adjacent to the use, and that an appropriate number of parking spaces are provided. Where severe parking problems are encountered in developed areas to an extent that the amenity of the area is affected, the Town will endeavour to establish special parking areas, possibly by assembling land for this purpose pursuant to the provisions of the Municipal Act or the Planning Act. As an alternative to providing on-site parking for non-residential uses, the Town may accept cash-in-lieu of parking to improve parking conditions in the "Central Commercial" designation. All parking areas shall be attractively designed and landscaped to enhance their appearance in keeping with the character of the Town;

   iii. the retention, renewal and conservation of commercial built resources of historical and architectural merit will be encouraged if they are affected by an application for development or redevelopment. The impact of such development plans on the character of the surrounding area shall be considered.

c) adequate building height, density, massing, buffering and setback distances shall be provided to ensure compatibility and provide an appropriate transition between the "Central Commercial" uses and adjacent residential uses;

d) it shall be the policy of this Plan to encourage, by all means possible, the aesthetic and physical improvement of the "Central Commercial" areas. This may include:

    i. the acquisition of additional land for off-street parking where necessary and financially feasible;

    ii. the improvement of traffic circulation and on-street parking practices where necessary; and

    iii. encouraging beautification efforts and facade improvements for existing businesses and appropriate site and building design for all new commercial development. The Town will continue to encourage the conservation and preservation of built cultural heritage resources and the character of the area, while considering new development that is contextually appropriate with the predominant architectural style;

e) residential apartment units in a mixed use building will be permitted provided the residential units are located above the first floor. However, residential apartment units may be permitted provided they are on the ground floor, at the rear of the building, and that the floor space does not exceed 40 percent. Street level floor space shall include retail, office and service commercial purposes and residential units.

f) existing residential uses within the "Central Commercial" designation are permitted and may be recognized in the Zoning By-law subject to the Existing Land Uses and Buildings policy in Section 8 of this Plan;

g) development within the "Central Commercial" designation will be subject to site plan control pursuant to the Planning Act and the policies of this Plan;

h) full municipal sewage (sanitary and storm) and municipal potable water services are the means of servicing within the "Central Commercial" designation;

i) The height, massing, orientation and layout of buildings within the "Central Commercial" designation will promote the creation of a pedestrian scaled environment and reinforce the character of the downtown area. The Town may prepare and implement Urban

Design Guidelines to provide further guidance on built form requirements within the "Central Commercial" designation.

j) any application to enlarge or expand the extent of the "Central Commercial" designation shall require an amendment to this Plan. In considering an amendment to this Plan, the Town shall be satisfied that:

   i. where deemed necessary, the applicant has prepared a market potential study to justify the proposed use. The need should be substantiated by adequate market research which will include not only the viability of the proposal but also assess the impact the proposed use may have on the existing commercial uses within the municipality;

   ii. municipal services, including sanitary sewage, potable water and stormwater management are available and have the necessary capacity to satisfy any increased demands as a result of the proposed use, in accordance with Section 6.3 of this Plan;

   iii. the uncommitted reserve sewage system and/or reserve water system capacity of the Town's sanitary sewage and potable water systems can adequately accommodate the expansion of the designation;

   iv. if the expansion of the designation necessitates an expansion of the approved municipal sanitary sewage and/or potable water service areas, the expansion of the service areas is undertaken, all in accordance with the requirements of the Environmental Assessment Act.

   v. no serious traffic impacts will result from the proposed use;

   vi. the applicant has made reasonable efforts to obtain available space in the existing vacant and/or underutilized areas designated "Central Commercial", or has demonstrated why it is not feasible to locate in these areas; and

   vii. the proposed use will not adversely affect existing adjacent uses.

k) For any new commercial developments, secure bicycle storage is required in accordance with the rates outlined in the implementing Zoning By-law.

3.2.2 Central Commercial/Residential

The areas designated “Central Commercial/Residential” on Schedule “A-2" are the areas that surround the “Central Commercial” designation in the former Town. The purpose of the “Central Commercial/Residential” designation is to provide for an appropriate transition between the commercial core area and the surrounding residential areas.

3.2.2.1 Goals

The following goals are established for the lands designated “Central Commercial / Residential” as depicted on Schedule “A-2" of this Plan:

a) in addition to the goals for lands designated “Central Commercial”, to identify specific areas in the vicinity of the “Central Commercial” designation that are also suitable for the development of higher density residential uses.

3.2.2.2 Policies

The following policies shall apply to those lands designated “Central Commercial / Residential” on Schedule “A-2" of this Plan:

a) the uses permitted in the “Central Commercial/Residential” designation include all of the uses permitted in the “Central Commercial” designation in accordance with the policies in that subsection and residential uses to a maximum density of 87 units per gross hectare;

b) the policies outlined in subsection 3.6.3 of this Plan shall apply to the evaluation of any proposed medium or high density residential development within the “Central Commercial/Residential” designation;

c) all medium and high density residential developments shall be subject to an amendment to the Zoning By-law; and

d) development within the “Central Commercial/Residential” designation will be subject to site plan control pursuant to the Planning Act and the policies of this Plan.

3.2.3 Highway Commercial

The areas designated “Highway Commercial” on Schedule “A-2" have been determined to be suitable locations for highway commercial type development.

3.2.3.1 Goals

The following goals are established for the areas designated “Highway Commercial” as depicted on Schedule “A-2" of this Plan:

a) to identify specific areas within the Town which are the most appropriate for highway commercial development; and

b) to ensure that the commercial needs of area residents and the Town are satisfied;

c) to identify specific areas other than the downtown core where retail and service commercial facilities may locate.

3.2.3.2 Policies

The following policies shall apply to those lands designated “Highway Commercial” on Schedule "A-2" of this Plan:

a) due to the location, development circumstances and accessibility, the lands designated “Highway Commercial” are best suited for service commercial and retail commercial uses, personal service shops and other commercial uses that require good visibility and on-site parking. Accordingly, permitted uses include those that generate moderate to heavy traffic flows, require vehicular access and nearby parking or include the sale of bulk materials or the servicing of large items or merchandise such as establishments which furnish bulk and wholesale supplies such as fuel, building materials, hardware, etc., establishments which sell or service automobiles, trucks, recreational vehicles including boats, and farm and garden vehicles and equipment, motels and related tourist facilities, restaurants and banquet halls, recreational uses, retail commercial uses, personal service shops, establishments requiring larger lot areas to accommodate sales and storage such as food stores, furniture stores and warehousing, printing establishments, business and professional offices;

b) all development within the “Highway Commercial” designation shall be subject to site plan control pursuant to the Planning Act, and the policies of this Plan;

c) new residential dwellings shall not be permitted within the “Highway Commercial” designation; however, accessory residential uses may be allowed on a case by case basis as determined by Council;

d) existing residential uses within the “Highway Commercial” designation are permitted and may be recognized in the Zoning By-law subject to the Existing Land Uses and Buildings

policy in Section 8 of this Plan;

e) adequate yard, parking and loading standards for the uses permitted in this designation shall be contained in the implementing Zoning By-law;

f) adequate buffering and setback distances shall be provided between any Highway Commercial uses and adjacent uses. Such buffering may include separation by distance, the provision of berms, fences, grass strips, appropriate shrub plantings and landscaping using local native plantings or any combination thereof deemed necessary by Council;

g) full municipal sewage (sanitary and storm) and municipal potable water services are, wherever and whenever possible, the preferred means of servicing within the "Highway Commercial" designation. More specifically, for any "Highway Commercial" designated lands serviced by full municipal services, all new development must be fully municipally serviced in accordance with Section 6.3 of this Plan. For "Highway Commercial" designated lands where partial municipal services (i.e. municipal piped water in the absence of municipal sanitary sewers, or municipal sanitary sewers in the absence of municipal piped water) exists, development will only be permitted on partial municipal services within the existing "Highway Commercial" designated lands to:

    i. address failed individual on-site sewage and individual on-site water services within existing development;

    ii. to allow for infilling and rounding out of existing development provided that the development is within the reserve sewage system and/or reserve water system capacity; and

    iii. site conditions are suitable for the long-term provision of such services.

        a. new and existing highway commercial uses shall be appropriately zoned in the implementing Zoning By-law and physical expansions to existing highway commercial uses which are limited to the confines of the current zoning shall be permitted; and

        b. expansions of the "Highway Commercial" designation will not be considered unless serviced by full (sanitary sewage, potable water and stormwater management) municipal servicing.

3.2.4 Highway Commercial (Seacliff Drive)

In addition to the policies identified in Subsection 3.2.3 Highway Commercial, the following policies shall apply to those lands identified under Highway Commercial (Seacliffe Drive) on Schedule “A-2" of this Plan:

a) The Seacliff Drive Highway Commercial areas are intrinsically and aesthetically important as entrances and gateway areas into the urban area for the Town. The policies for this area will encourage, support and promote the development of buildings and properties as a welcoming, inviting and architecturally interesting area.

b) The highway commercial areas will be comprised of a mix of medium to large format commercial buildings that have units of varying size to accommodate the proposed uses.

c) Site plan control pursuant to the Planning Act, R.S.O. 1990, c.P. 13 and the Town of Kingsville Site Plan Control By-law will apply to all new main buildings within the area designated Highway Commercial (Seacliff Drive).

d) Multi-purpose trails, walkways and bicycle supportive features will be included for all new development to support a walk-able, healthy community.

e) Permitted accessory uses shall include: ancillary uses to the main use; outdoor patio spaces associated with a restaurant; parking; trails; walkways; enclosed outdoor storage or garage facilities; enclosed outdoor garbage facilities; and commercial signs. The accessory building(s) shall be located in the side yard or rear yard of the main structure.

f) All new development will be required to conform to high performance standards relating to noise attenuation, parking, loading, traffic circulation, building design, lighting, landscaping, buffering and control over outside storage as set out in the Zoning By-law.

g) All new buildings are encouraged with elevations that are architecturally significant and take advantage of the streetscape and the viewscape provided along Seacliff Drive.

h) The maximum building height for all buildings will be one storey with a maximum height of 10 m.

i) Proposals for new development and buildings will be encouraged to incorporate innovative designs reflecting a welcoming theme. Local architectural features are encouraged to be incorporated in the new building profiles.

j) Development proposals for the commercial sites will incorporate the healthy community initiative by providing safe, accessible walkways and trails, bike racks, gathering spots and/or resting areas. Building features and facade design will promote and support the walkable, bike-able community.

k) Lands designated Highway Commercial (Seacliff Drive) will incorporate innovative designs to provide for public vistas, public use areas and provide for public gathering spaces.

l) Parking will be provided on site in compliance with the site-specific zoning by-law amendment; well screened with landscaping and buffer spaces from adjacent land uses; encouraged to be located only at the side and/or rear of the property.

m) Lot development regulations shall be contained in the implementing Comprehensive Zoning By-law.

n) Loading spaces will be designed and located with separation from adjacent residential uses. Extra buffering and noise attenuation measures will be applied on site and in the site plan agreement to mitigate and reduce noise generated by the commercial use.

o) Additional side yard setback distances shall be required between the permitted commercial uses and adjacent residential uses and in accordance with the Zoning By-law.

p) New development shall only be permitted on full municipal potable water services.

q) Storm water management plan for the subject property will be required as part of the site plan control.

3.3 EMPLOYMENT

Lands designated “Employment” are areas that have unique characteristics that make them particularly well suited for employment development. The following goals and policies apply to lands designated “Employment”.

3.3.1 Goals

The following goals are established for those lands designated “Employment” as depicted on Schedules “A”, “A-1" and “A-2" of this Plan:

a) to identify and develop areas with good access and transportation links, where

employment development can take place in an orderly manner;

b) to broaden and enhance the Town's assessment base and to provide additional local employment opportunities;

c) to minimize conflicts with surrounding land uses; and

d) to protect agricultural areas by directing non-farm related industrial development to appropriate locations.

3.3.2 Policies

The following policies are established for those lands designated “Employment” on Schedules "A", “A-1" and “A-2" of this Plan:

a) the “Employment” designations shown on Schedule "A" include lands presently used for employment purposes and designated for employment purposes, and provide level sites capable of being fully serviced, with accessibility to arterial roads without causing unnecessary traffic to pass through residential areas. Accordingly, permitted uses in Employment areas shall be all forms of fabricating, assembly and processing of goods, materials and food products, warehousing space, storage, building contractors' yards, transportation and communications’ facilities and public utilities;

b) it is a policy of this Plan that the amenities of adjacent non-employment areas shall be safeguarded and employment development shall not be allowed to adversely affect the surrounding areas from, but not necessarily limited to, traffic, noise, odour, dust, vibration and lighting. All industries shall meet the requirements of, and where necessary, obtain the statutory approval(s) of the Province with respect to: water taking, provision of potable water, waste water/sanitary sewage disposal, storm drainage, solid waste disposal and all emissions to the natural environment, including air, noise, and vibration;

c) the Zoning By-law may divide the employment areas into "heavy" or "light" or "restricted" zones so that employment activities likely to give rise to noise and other nuisances are located where they will not cause an adverse effect to existing uses and other permitted uses;

d) the Zoning By-law may also permit the establishment of commercial uses that are incidental to and associated with employment uses such as wholesale outlets, offices and showrooms or merchandising centres;

e) other commercial uses and private clubs (such as curling clubs) suitable for location in employment areas may be permitted only through an amendment to the Zoning By-law, provided that such amendments shall be approved only when it has been shown to the satisfaction of the Town that:

   i. the commercial use provides a service or benefit to the area, or has similar requirements or characteristics to the industries in or permitted in the area such as service stations, public garages, banks, printing, and photographic establishments and restaurants;

   ii. the site for the proposed commercial use or club is such that its development:

      a. will be compatible with permitted employment uses;

      b. is so located with respect to other commercial uses that it may make possible the development of a compact commercial concentration;

f) it is not expected that all lands designated as "Employment" shall immediately be so developed. Accordingly, it is the policy of this Plan that, in the interim, the implementing Zoning By-law may establish an appropriate "Industrial Holding Zone" to be used for certain areas pending applications for development. Existing agricultural uses may continue to be permitted in the "Employment" designation; however, new or expanding residential uses shall not be permitted;

g) agricultural uses, excluding livestock operations and residential dwellings existing at the date of the passing of this Plan, may be recognized in the implementing Zoning By-law subject to the Existing Uses policies contained in Section 8.7 of this Plan. New residential uses on Employment land shall not be permitted;

h) employment development should proceed on the basis of the establishment of an industrial park through registered plans of subdivision, or by consent where a plan of subdivision is not necessary and the application is in accordance with the consent policies contained in Section 7.3 of this Plan;

i) access roads and traffic circulation patterns for industrial traffic will be carefully planned in order to minimize potential negative impacts on surrounding land uses;

j) new industries will be required to conform to high performance standards relating to the type and standard of construction, parking, loading, lighting, signs, landscaping, buffering

and control over outside storage which may be established in the implementing Zoning By-law;

k) the retention, renewal and conservation of industrial buildings of historical and architectural merit, whether designated under the Ontario Heritage Act, or identified as a property of interest, will be encouraged if they are affected by an application for development or re-development. The impact of such development plans on the character of the surrounding area will also be considered.

l) all "Industrial" development shall be subject to site plan control pursuant to the Planning Act, and the policies of Section 8.15 of this Plan;

m) any changes or enlargements to the "Employment" designation shall be subject to the criteria established and set out in Section 8.11 of this Plan and Section 1.6.3 in relation to settlement area expansions;

n) full municipal sewage (sanitary and storm) and municipal potable water services are, wherever and whenever possible, the preferred means of servicing within the "Employment" designation. More specifically, for any "Employment" designated lands serviced by full municipal services, all new development must be fully municipally serviced in accordance with Section 6.3 of this plan. For "Employment" designated lands where partial municipal services (i.e. municipal piped water in the absence of municipal sanitary sewers, or municipal sanitary sewers in the absence of municipal piped water) exists, development will only be permitted on partial municipal services within the existing "Employment" designated lands to accommodate dry industrial uses, and:

    i) to address failed individual on-site sewage and individual on-site water services within existing development;

    ii) to allow for infilling and rounding out of existing development provided that the development is within the reserve sewage system and/or reserve water system capacity; and

    iii) site conditions are suitable for the long-term provision of such services.

o) new and existing employment uses shall be appropriately zoned in the implementing Zoning By-law and physical expansions to existing employment uses which are limited to the confines of the current zoning shall be permitted; and

p) Expansions of the “Employment” designation will not be considered unless serviced by full (sanitary sewage, potable water and stormwater management) municipal servicing. Prior to the approval of an amendment to this Plan which would have the effect of increasing the extent of the “Employment” designation, Council shall have regard to the following matters:

i. the adequacy of the services available to the proposed site;

ii. the adequacy of the road system to provide access to the proposed site;

iii. the possible impact of the proposal on adjacent properties; and

iv. the need for additional employment land in relation to the supply/demand circumstances; and

v. the policies in other applicable Sections of this Plan, including the policies contained in Section 8.

3.4 INSTITUTIONAL USES

The development of new and the expansion of existing institutional uses such as schools, places of worship, cemeteries, community halls, government buildings, public works facilities and public utilities shall be permitted in all designations, except the “Agriculture” designation, without an amendment to this Plan, subject to a site specific rezoning and the following policies:

a) new and existing institutional uses shall be appropriately zoned in the implementing Zoning By-law and physical expansions to existing institutional uses which are limited to the confines of the current zoning shall be permitted;

b) adequate precautions shall be taken to ensure that the permitted uses minimize adverse impacts on adjacent land uses;

c) adequate parking, vehicular access, tree planting, landscaping using local native plantings, buffering and site and building design will be required to create an attractive appearance and ensure compatibility with surrounding land uses;

d) suitable arrangements will be made for potable water supply, sanitary sewage treatment and disposal, storm drainage and all other similar services;

e) no other suitable location within the Town serviced by municipal potable water and

municipal sanitary sewage and storm drainage services is available; and

f) the retention, renewal and conservation of institutional built resources such as places of worship, churches, jails, monuments, courthouses and other buildings of historic or architectural merit will be encouraged if they are affected by an application of development or re-development. The impact of such development plans on the character of the surrounding area will also be considered;

g) new institutional and emergency service facilities will not be permitted to locate within Natural Hazard Areas;

h) land severances that would result in the creation of a new lot for institutional purposes may be permitted by the Town provided it conforms to the County Official Plan and the Town's Official Plan, it is consistent with the Provincial Policy Statement and the subject property has been rezoned where required; and

i) where an existing institutional use ceases to exist, the Town will work with the landowner to determine the appropriate reuse of the lands. As a priority, the Town will consider the future reuse of the lands for residential uses (in accordance with intensification and affordable housing policies) and secondary, an institutional or community uses, which may include consideration for the public acquisition of the lands. In the event the lands are not required for institutional uses, the Town will consider the reuse of the lands for non-institutional uses which may be considered through an amendment to this Plan. The future reuse and redevelopment of the surplus institutional lands, will take into consideration such matters as:

    i. the appropriateness of the proposed land use,

    ii. compatibility with the surrounding land uses,

    iii. transportation and servicing impacts,

    iv. the scale and massing of the proposed development, and

    v. the overall contribution to the continued health and vitality of the Town.

3.5 PARKS AND OPEN SPACE

Lands designated “Parks and Open Space” are areas that are currently used for this purpose. The following goals and policies apply to lands so designated on Schedule “A”.

3.5.1 Goals

The following goals are established for those lands designated “Parks and Open Space” as depicted on Schedules “A”, “A-1" and “A-2" of this Plan:

a) to ensure that the Town maintains an adequate supply of open space;

b) to ensure that open space areas are provided in suitable locations so as to maximize their accessibility for area residents;

c) to secure additional public beach and waterfront parkland; and

d) to develop 1 kilometre of active transportation linkages per 1,000 population.

3.5.2 Policies

The following policies are established for those lands designated “Parks and Open Space” on Schedules "A", “A-1" and “A-2" of this Plan:

a) within the area designated “Parks and Open Space”, the predominant use of land shall be for active or passive parks, public or private recreational uses and facilities including golf courses, private clubs, picnic areas and conservation lands;

b) indoor recreational facilities shall only be permitted as accessory uses to the major outdoor recreational uses, the general intent of this Plan being to keep these areas open and free from buildings and structures except those which are incidental and accessory to the open space use;

c) cemeteries shall also be permitted within the area designated “Parks and Open Space”;

d) it shall be the policy of the Town to acquire additional neighbourhood parkland where necessary to maintain a total supply generally of 2.1 hectares per 1,000 population. In addition, the Town shall promote the development of linear parks for multi-purpose trails;

e) where land is to be developed or redeveloped for residential purposes, the Town may require the conveyance of land for park purposes or the equivalent cash-in-lieu in accordance with the maximum of the following criteria or combination thereof:

i. five percent (5%) dedication of the gross area of the land proposed for development; and/or

ii. dedication at a rate of one hectare per 300 units or cash-in-lieu at a rate of one hectare per 500 units or such lesser rate as may be specified in the by-law;

f) where land is developed or redeveloped for employment, institutional or commercial purposes, the Town may require conveyance of land for park purposes or equivalent cash-in-lieu at a rate of two percent (2%) of the gross area of the land proposed for development;

g) the Town will, whenever necessary and feasible, utilize parkland dedication requirements pursuant to the *Planning Act* to ensure the conservation of natural heritage features.

h) where any lands designated as "Parks and Open Space" are under private ownership, this Plan does not intend that the land will necessarily remain as "Parks and Open Space" indefinitely. Nor shall it be construed as implying that "Parks and Open Space" areas are free and open to the general public or that they will be purchased by the Town. If there are proposals to develop any such lands that are in private ownership, and the Town or other public agency does not wish to purchase such lands in order to maintain the open space, then an application for the re-designation of such land for other purposes will be given due consideration by the Town;

i) the Town will continue to support the development and maintenance of recreational facilities, the acquisition, beautification and maintenance of public open space and the development of recreation programs in accordance with community needs and availability of resources;

j) the Town shall periodically assess the role of municipal parks and open spaces in providing for local needs, and may, if it is deemed beneficial, alter the size of a particular park or change the types of facilities or programs provided;

k) the Town will endeavour to work with neighbourhood residents, service clubs and organizations, interested groups and government agencies in meeting parks and open space needs of the community;

l) the Town will seek the cooperation of the Boards of Education having jurisdiction in the community, to maximize the use of school facilities for recreational purposes during off-school hours, which may include entering into a joint use agreement or other appropriate

means;

m) where possible, parkland should be located in conjunction with stormwater management facilities to achieve maximum area of open space. Stormwater management facilities and lands conveyed for public walkways will not form any part of the required parkland dedication, as they are deemed public services and rights of way under the Planning Act;

n) the Town will only accept parkland dedication land resources under the following circumstances:

    i. the lands are not identified as hazard lands, significant woodlots, ravine lands, natural heritage system lands and associated buffers, easements, vista blocks, stormwater management ponds and related undevelopable lands; and

    ii. the lands will be free of all encumbrances, including but not limited to such easements which the Town, in its sole and absolute discretion, is not prepared to accept and will be free of any contamination, including but not limited to any toxic, noxious or dangerous contaminants, and will otherwise be in a condition satisfactory to the Town.

o) Where new development is proposed on a site, part of which has physical limitations or hazards, then such land will not necessarily be acceptable as part of the land dedication under the Planning Act. All land dedicated to the Town will be conveyed in a physical condition satisfactory to the Town, and will meet minimum standards in terms of drainage, grading and general condition. The lands will also be in full compliance in regards to any environmental hazards, contamination or related requirements.

p) new and existing recreational uses shall be appropriately zoned in the implementing Zoning By-law and physical expansions to existing recreational uses which are limited to the confines of the current zoning shall be permitted; however expansions into the “Agriculture” designation would require an amendment to this Plan.

q) The Town will consider opportunities for the promotion and implementation of stormwater management best practices within the Town’s parks and open spaces where appropriate. Consideration should be given to stormwater attenuation and re-use and low impact development measures to control the quantity and quality of stormwater.

3.6 RESIDENTIAL

3.6.1 Residential

Areas designated “Residential” on Schedules “A-1” and “A-2” are either currently developed residentially or have previously been determined to be appropriate to accommodate future residential development. It is the intent of this Plan that a broad range of residential types be permitted on lands designated “Residential” in order to meet the needs of all households anticipated during the planning period of this Plan. In addition, other uses which are considered to be ancillary or necessary to serve the needs of a residential community may also be permitted in the “Residential” designation in accordance with the policies of this Plan.

The following land use goals and policies establish the manner with which new residential development and/or redevelopment should take place in the Town. These policies shall be implemented through regulations enacted in the Town’s Zoning By-law, the development review/approval process, and through individual site plan control and development agreements.

3.6.1.1 Goals

The following goals for areas designated “Residential” on Schedules “A-1” and “A-2" of this Plan are to:

a) provide areas in which residential development may occur in a controlled and progressive manner and to recognize existing residential development and areas presently designated for residential development;

b) ensure that new development occurs in a manner in keeping with the capacity of the services available and the financial capability of the Town;

c) encourage infilling of the existing development pattern within vacant and underutilized areas in a manner that is compatible with the surrounding neighbourhood character and built form;

d) encourage the development of a greater variety of housing types and densities within appropriate locations which provides infrastructure and community services and amenities to support such uses;

e) direct neighbourhood commercial, institutional and other non-residential development to appropriate locations in a manner that is compatible with the surrounding neighbourhood

character;

f) encourage the provision of an adequate supply of draft approved and/or registered lots and blocks on new plans of subdivision and/or registered lots which have been created in accordance with Section 7 of this Plan;

g) encourage new plans of subdivision to provide a full range of housing densities to facilitate movement toward the County target of 20% affordable housing in all new development;

h) provide opportunity to increase the housing supply through residential intensification, in accordance with the policies of Section 2.X of this Plan;

i) development standards for residential intensification, infilling, conversions and redevelopment shall be implemented through the zoning by-law and guidelines within the Town's Development Standards Manual;

j) encourage an adequate supply of new building lots to meet the anticipated demand for additional housing units over the planning period.

k) provide opportunity to increase the supply of affordable housing, in accordance with the policies of Section 2.X of this Plan.

3.6.1.2 Policies

The following policies shall apply to those lands designated "Residential" on Schedule "A-1" and "A-2" of this Plan:

a) a variety of housing types and densities are permitted subject to conformity and compliance with the Zoning By-law. The types of residential units permitted include single detached dwellings, semi-detached dwellings, townhouses, apartments and seniors' housing including retirement homes and nursing homes and other housing designed to accommodate special needs or interests;

b) other uses which are considered necessary and complimentary to serve residential areas, such as schools, places of worship, and institutional uses of a similar scale, neighbourhood-scale commercial uses, and essential buildings and structures for public utilities, may be permitted where they are compatible with the residential area and located on an arterial or collector road;

c) neighbourhood-serving parks and trails will be permitted, whereas larger scale parks will

only be permitted in the Parks and Open Space Designation.

d) uses that are existing on the date of adoption of this Plan are also permitted in the "Residential" designation;

e) the regulations and provisions for the uses permitted in the "Residential" designation shall be established in the Zoning By-law;

f) the creation of new lots for residential purposes will occur in accordance with the land division policies contained within Section 7 of this Plan;

g) a high standard of urban design and amenity shall be provided in all new residential development;

h) residential infill development in areas of significant historical, architectural or landscape merit shall be permitted provided the following criteria are met:

i. are sensitive to the existing scale, massing and pattern of the area;

ii. are consistent with the existing landscape and streetscape qualities; and

iii. will not result in the loss of any significant heritage resources.

a. areas for medium and high density residential development are not specifically identified in this Plan. It is the intent of the Plan that all types of residential development will be permitted throughout the area designated "Residential", subject to satisfying certain criteria. The Zoning By-law will zone only existing medium and high density residential uses as such. Any new medium or high density residential development or redevelopment proposal will require an amendment to the Zoning By-law. When considering the appropriateness of the amendment request, the following criteria shall be considered:

iv. Low Density Residential

The low density residential zone will permit single detached dwellings and semi-detached dwellings at a maximum density of 20 units per gross hectare.

v. Medium Density Residential

The medium density residential zone will permit single detached dwellings,

seimi-detached dwellings, townhouse dwellings, apartment buildings not exceeding three storeys in height and all types of senior and other special interest and needs housing. The maximum density for this type of housing shall not exceed 50 units per gross hectare.

vi. High Density Residential

The high density residential zone will permit multiple dwelling units such as townhouse dwellings, apartment dwellings and all types of senior and other special interest and needs housing. The maximum density for this type of housing shall not exceed 124 units per gross hectare.

vii. Redevelopment of Older Neighbourhoods

Proposals to locate medium and high density residential development in older established residential neighbourhoods will be discouraged if they involve the extensive redevelopment of existing single detached dwellings, and are subject to the residential intensification policies of Section 2.11 of this Plan;

i) when considering applications to amend the Zoning By-law to permit a medium or high density residential development, the Town shall have regard to the following:

i. the density and form of adjacent development;

ii. the adequacy of, and extent of uncommitted reserve capacity in the municipal potable treatment and supply system, the municipal, sanitary sewage treatment and collection system, storm drainage and roads to service the proposed development;

iii. the adequacy of school, park and community facilities to serve the proposed development;

iv. the adequacy of off-street parking facilities to serve the proposed development;

v. the provision of adequate buffering measures deemed necessary to protect and provide general compatibility with the adjacent land uses; and

vi. accessibility in relation to the location of arterial and collector roads;

j) all medium and high density residential development will be subject to site plan control pursuant to the Planning Act;

k) mobile homes and/or mobile home parks shall not be permitted in the “Residential” designation;

l) home occupations are permitted subject to the requirements of the Zoning By-law;

m) private home day cares are permitted subject to the requirements of the Zoning By-law;

n) bed and breakfast establishments are permitted subject to the requirements of the Zoning By-law;

o) institutional uses are permitted in the “Residential” designation but shall require a site specific amendment to the Zoning By-law. When considering the appropriateness of a particular institutional use, the criteria contained in Section 3.4 of this Plan shall be considered;

p) undeveloped lands that are designated “Residential” may be placed in a holding zone in the Zoning By-law. The holding symbol will be removed when appropriate sewage treatment, municipal water and any other necessary arrangements are made to the satisfaction of the Town and the Province and a plan of subdivision is approved, where required. Existing uses shall be permitted in the interim;

q) all development in the “Residential” designation shall be in accordance with the land division policies contained in Section 7 of this Plan. The provision of a three year supply of residential lots through a combination of draft approved and/or registered lots and blocks on plans of subdivision and/or registered lots which have been created in accordance with Section 7 of this Plan shall be maintained within areas designated for residential use;

r) special needs housing, including group homes are permitted in accordance with the policies of Section 2.X.

s) the conversion of single detached dwellings to create more than two new dwelling units may be permitted subject to an amendment to the Zoning By-law and subject to compliance with the following requirements:

    i. external changes should be minimal and the single detached character of the dwelling should be preserved to the extent possible;

    ii. adequate off-street parking should be made available for all dwelling units; and

iii. adequate services should be available to accommodate all units.

3.6.1.3 Site Specific Policies

a) a professional and personal service office building shall be permitted in the "Residential" designation on those lands located at the north-west corner of Main Street East and Remark Drive. The implementing Zoning By-law shall limit the permitted uses on those lands to include only a structure for use as a professional and personal service office and will stipulate the lot and building requirements;

b) notwithstanding any other policies in this Plan, the implementing zoning by-law shall limit the list of permitted uses on those lands designated "Residential" on the north side of Lakeview Avenue between Industrial Road and Wigle Avenue to include only existing single detached dwellings, existing townhouses and existing and new uses accessory to the residential uses. The lot and building requirements for the above permitted uses shall be established in the Zoning By-law.

3.6.2 Hamlet

The purpose of the "Hamlet" designation is to identify those rural service areas where low density residential, institutional, recreational, small scale commercial and dry, light industrial uses are permitted. The majority of this designation is serviced by municipal water and sewer services. However, there are small areas which continue to be serviced by private septic facilities and so servicing will be a major consideration for any development proposals within this designation.

3.6.2.1 Goals

The following goals are established for the areas designated "Hamlet" on Schedule "A" of this Plan:

a) to allow the Hamlet to strengthen its identity as a Secondary Settlement Area and service centre to area residents;

b) to ensure that new development occurs in a manner in keeping with the capacity of the services available and the financial capability of the Town;

c) to continue to provide a location for future residential, institutional, recreational, small scale commercial and small scale dry light industrial uses;

d) to encourage the development of a greater variety of housing types provided the proposed housing can be adequately serviced;

e) to provide the opportunity to increase the housing supply through residential intensification. Residential intensification includes infilling, conversions, including accessory apartments, and redevelopment, and will be encouraged in areas designated "Hamlet" as a means of increasing the supply of affordable rental landownership accommodations.

f) provide opportunity to increase the supply of affordable housing, in accordance with the policies of Section 2.X of this Plan.

3.6.2.2 Policies

The following policies shall apply to those lands designated "Hamlet" on Schedule "A" of this Plan:

a) the permitted uses shall include single detached, semi-detached, and townhouses, institutional, recreational, small scale commercial and dry, light industrial uses and their expansion in accordance with the policies outlined below. Existing agricultural uses are permitted to continue subject to the Existing Uses policies contained in Section 8.7.1 of this Plan;

b) the Zoning By-law shall zone all lands in the "Hamlet" designation according to their existing use. All undeveloped land parcels may be placed in a holding zone in the implementing Zoning By-law, and new development may be subject to a site-specific amendment to the Zoning By-law. New residential, commercial, industrial, recreational and institutional uses may be permitted without an amendment to this Plan provided the Zoning By-law is amended where necessary and the proposed use satisfies the following criteria:

c) the proposed use is generally compatible with existing uses in close proximity;

d) the existing roads can adequately serve the proposed use;

e) the existing services are adequate for the proposed use;

f) the off-street parking is adequate for the proposed use; and

g) where required, the site plan provides adequate landscaping, buffering and building

setbacks to protect the privacy of surrounding properties;

h) home occupations carried out for remuneration as defined in the Zoning By-law are permitted in the “Hamlet” designation;

i) bed and breakfast establishments are permitted subject to the requirements of the Zoning By-law;

j) existing non-residential uses will be allowed to expand provided the expansion satisfies the criteria outlined in subparagraph b), subsections i) to v) above inclusive;

k) all lot creation in the “Hamlet” designation shall be in accordance with the land division policies contained in Section 7 of this Plan;

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

    i. address failed individual on-site sewage and individual on-site water services;

    ii. to allow for infilling and rounding out of existing development between residential lots on the same side of the road provided that the development is within the reserve sewage system and/or reserve water system capacity and

    iii. site conditions are suitable for the long term provision of such services.

3.6.3 Lakeshore Residential East

The purpose of the “Lakeshore Residential East” designation is to recognize the residential development south of County Road 20 along the Lake Erie shoreline and east of the Town’s main settlement area. This area of the municipality is currently serviced with private septic facilities and so servicing will be a major consideration for any development proposals within this designation.

3.6.3.1 Goals

The following goals are established for the areas designated “Lakeshore Residential East” on Schedule “A” of this Plan:

a) to recognize existing residential development and areas previously designated for residential development;

b) to ensure that new development occurs in a manner in keeping with the capacity of the services available and the financial capability of the municipality;

c) to encourage limited infilling of the existing development pattern;

d) to provide the opportunity for the provision of affordable housing in accordance with Section 2.X of this Plan.

3.6.3.2 Policies

The following policies are established for the areas designated “Lakeshore Residential East” on Schedule “A” of this Plan:

a) residential development shall only consist of single detached dwellings. Other uses which are complementary to residential areas such as schools, parks, places of worship, day-care centres, home occupations, fruits and vegetable stands and existing greenhouse operations;

b) bed and breakfast establishments are permitted subject to the requirements of the Zoning By-law;

c) institutional uses are permitted in the “Lakeshore Residential East” designation but shall require a site specific amendment to the Zoning By-law. When considering the appropriateness of a particular institutional use, the criteria in subsections 3.4 and 8.17.3 of this Plan shall be considered;

d) undeveloped lands in the “Lakeshore Residential East“ designation may be placed in a holding zone in the implementing Zoning By-law. The holding symbol will be removed when appropriate sewage treatment, municipal water and any other necessary arrangements are made to the satisfaction of the Town and based on the advice of the Province and a plan of subdivision is approved, where required. Existing uses shall be permitted in the interim subject to the Existing Uses policies contained in Section 8.7.1 of

this Plan;

e) all lot creation in the “Lakeshore Residential East” designation shall be in accordance with the Land Division policies contained within Section 7 of this Plan provided there is adequate capacity in the municipal water system and the site conditions are suitable for the provision of long term private septic facilities;

f) the “Lakeshore Residential East” area is adjacent to the Lake Erie Shorelands and is susceptible to progressive erosion. Subsequently, all development proposals within the Regulated Area will subject to approval by the Essex Region Conservation Authority and will be subject to the provisions of the same;

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

    i. address failed individual on-site sewage and individual on-site water services;

    ii. to allow for infilling and rounding out of existing development between residential lots on the same side of the road provided that the development is within the reserve sewage system and/or reserve water system capacity; and

    iii. site conditions are suitable for the long term provision of such services as demonstrated by the proponent.

3.6.4 Lakeshore Residential West

The purpose of the “Lakeshore Residential West” designation is to recognize the residential development south of County Road 20 along the Lake Erie shoreline and west of the Town’s main settlement area. This area of the municipality is currently serviced with full municipal services. The Lakeshore Residential West designation is further identified as a Primary Settlement Area and a Secondary Settlement Area in accordance with the policies of Section 1.X of this Plan.

3.6.4.1 Goals

The following goals are established for the areas designated “Lakeshore Residential West” on Schedule “A” of this Plan:

a) to recognize existing residential development and areas previously designated for residential development;

b) to ensure that new development occurs in a manner in keeping with the capacity of the services available and the financial capability of the municipality;

c) to encourage infilling of the existing development pattern;

d) to provide the opportunity for the provision of affordable housing in accordance with Section 2.X of this Plan; and

e) to ensure that expansions of the Lakeshore Residential West designation identified as a Primary Settlement Area are serviced by full (sanitary sewage, potable water and stormwater management) municipal servicing and the uncommitted reserve sewage system and/or reserve water system capacity of the Town’s sanitary sewage and potable water systems can adequately accommodate the expansion of the designation, and in accordance with the settlement area expansion policies of Section 1.X of this Plan.

3.6.4.2 Policies

The following policies are established for the areas designated “Lakeshore Residential West” on Schedule “A” of this Plan:

a) residential development shall consist primarily of single detached dwellings but may also include semi-detached and townhouse dwellings. Other uses which are complementary to residential areas such as schools, parks, places of worship, day-care centres, and home occupations, may also be permitted;

b) bed and breakfast establishments are permitted subject to the requirements of the Zoning By-law;

c) institutional uses are permitted in the “Lakeshore Residential West” designation but shall require a site specific amendment to the Zoning By-law. When considering the appropriateness of a particular institutional use, the criteria in subsections 3.4 and 8.17.3 of this Plan shall be considered;

d) undeveloped lands in the “Lakeshore Residential West” designation may be placed in a holding zone in the implementing Zoning By-law. The holding symbol will be removed when appropriate agreements regarding servicing are executed with the Town;

e) all lot creation in the “Lakeshore Residential West” designation shall be in accordance with the Land Division policies contained within Section 7 of this Plan;

f) the “Lakeshore Residential West” area is adjacent to the Lake Erie Shorelands and is susceptible to progressive erosion. Subsequently, all development proposals within the Regulated Area will subject to approval by the Essex Region Conservation Authority and will be subject to the provisions of the same; and

g) full municipal sewage (sanitary and storm) and municipal potable water services are the means of servicing within the “Lakeshore Residential West” designation in accordance with Section 6.3 of the Plan. Development on private septic facilities shall not be permitted within the sewer service area.

3.6.5 Rural Residential

The purpose of the “Rural Residential” designation is to recognize the existing residential development along each side of County Road 34 between the Town of Essex and Cottam. Portions of the “Rural Residential” designation are located within the Secondary Settlement Area of Cottam.

3.6.5.1 Goals

The following goals for areas designated “Rural Residential” on Schedules “A” and “A-1" of this Plan are to:

a) recognize pockets of existing residential development along both sides of County Road 34 between the Town of Essex and Cottam; and

b) permit the completion of existing development patterns, while directing the majority of development to lands within the Secondary Settlement Area of Cottam.

3.6.5.2 Policies

The following policies shall apply to those lands designated “Rural Residential” on Schedules “A” and “A-1" of this Plan:

a) residential development shall consist of single detached dwellings only;

b) home occupations as defined in the Zoning By-law are permitted in the “Rural Residential” designation;

c) home industries may only be permitted as an accessory use in the “Rural Residential” designation in accordance with the Zoning By-law and may be subject to a site specific amendment to the Zoning By-law;

d) bed and breakfast establishments are permitted subject to the requirements of the Zoning By-law;

e) all lot creation in the “Rural Residential” designation shall be in accordance with the land division policies contained in Section 7 of this Plan;

f) it is not the intention of this plan to designate additional “Rural Residential” development areas. New rural residential development shall only occur within the boundaries of the existing “Rural Residential” designation and shall only be permitted for infilling and rounding out of existing development, and may require a site-specific amendment to the Zoning By-law;

g) full municipal sewage (sanitary and storm) and municipal potable water services are wherever and whenever possible, the preferred means of servicing. For “Rural Residential” designated lands where partial municipal services (being municipal piped water in the absence of municipal sanitary sewers or municipal sanitary sewers in the absence of municipal piped water) exists development will only be permitted on partial services to:

    i. address failed individual on-site sewage and individual on-site water services;

    ii. allow for infilling and the rounding out of existing development between existing residential lots on the same side of the road; and

    iii. site conditions are suitable for the long term provisions of such services.

3.6.6 Special Residential

The purpose of the “Special Residential” designation is to recognize the existing Country Village residential development south of County Road 8. This area is presently developed with a variety of medium-density residential uses. A considerable amount of undeveloped land and some agricultural land exists within this designation.

All of the existing development in the “Special Residential” area is serviced privately including a private sewage lagoon and private roads. Presently, the roads are not at an acceptable municipal standard. The Town has no intention of assuming the roads, neither in their present state nor if they are brought up to standard some time in the future. Also, the Town is not prepared to take over any of the other services in the area. This area has been privately serviced since it was developed and there have been few, if any, problems. Although the Town does not view this type of development as desirable and would not support a similar development today, it does realize that this is an existing situation which evolved prior to planning documents and controls being in place. The policies of the “Special Residential” designation are intended to recognize existing uses. It is with this realization and perspective that the following goals and policies are established.

3.6.6.1 Goals

The following goals for “Special Residential” designated areas on Schedule “A” of this Plan are to:

a) recognize existing residential development;

b) maintain a buffer area along the north side of the sewage lagoon to reduce potential compatibility problems between the existing lagoon and proposed new residential development;

c) ensure that the services to this area continue to be provided privately and that the Town not be responsible in any way for the provision or maintenance of any services now or in the future; and

d) correct the land use designation and corresponding zones that presently apply to the property prior to some further unwanted, but permitted development occurring on the site.

3.6.6.2 Policies

The following policies are established for the areas designated “Special Residential” on Schedule “A” of this Plan:

a) the uses permitted in the “Special Residential” area shall be limited to an existing nursing home/rest home complex, existing medium density residential uses, existing agricultural uses and existing single detached dwellings. One produce sales establishment shall also be permitted. The Zoning By-law shall zone the land accordingly and establish the zone

provisions;

b) no new lot creation is permitted in this designation;

c) the municipality shall not be responsible for any of the services on lands within the Special Residential designation including roads, water lines, or sanitary sewer servicing.

3.7 WATERCOURSE PROTECTION

3.7.1 Goals

The following goals are established for the "Watercourse Protection" area shown on Schedule "A-2":

a) to preserve the natural capacity of the floodplain areas to conduct and temporarily store floodwaters by limiting the construction of buildings and structures in these areas; and

b) to protect and re-establish natural vegetation and wildlife habitat along watercourses wherever possible.

3.7.2 Policies

The following policies shall apply to those lands designated "Watercourse Protection" on Schedule "A-2":

a) the predominant use of the land shall be open space, conservation, sustainable forest management, wildlife management areas, natural heritage features and areas and public or private parks;

b) no buildings or structures shall be permitted in areas designated "Watercourse Protection" except where such buildings and structures are intended for flood or erosion control as approved by Council in consultation with the Essex Region Conservation Authority and are subject to permit requirements under Ontario Regulation158/06, as amended and implemented by the Essex Region Conservation Authority;

c) it is the policy of this Plan to preserve lands within the "Watercourse Protection" area for natural environment purposes. Development shall not be permitted within the flood plain. However, notwithstanding subparagraph b) above, there may be a limited number of exceptions where a building or structure may be allowed to be constructed on the fringe of the area, within the flood fringe, without jeopardizing the intent to preserve the natural environment and minimize potential impacts to public health and safety. If such an

application is submitted, Council shall consider the request in the context of the goal to preserve the natural environment. If the opinion of Council is such that the proposal does not jeopardize the intent to preserve the natural environment and if certain floodproofing measures are implemented and a development permit is obtained from the Essex Region Conservation Authority, such development may be permitted without an amendment to this Plan provided the proposed use is a permitted use in the abutting designation. Where any uncertainty exists as to what the abutting designation is, the following interpretations shall apply:

i. where the designations on opposite sides of the watercourse and abutting the "Watercourse Protection" designation are not the same, the centerline of the watercourse shall be used as the dividing line;

ii. where two different designations meet on the same side of the watercourse and abut the "Watercourse Protection" designation, the abutting designation shall be determined by extending the dividing line between two designations at the same angle and in the same general direction through the "Watercourse Protection" designation to the centerline of the watercourse.

3.8 WATERFRONT MIXED USE NEIGHBOURHOOD

The area designated "Waterfront Commercial" are those areas within the former Town along the harbour area of Lake Erie that have previously been determined to be suitable for a mix of land uses including commercial and residential development. This area is in transition with existing residential uses, proposed residential uses, existing commercial, proposed commercial and municipal initiatives.

3.8.1 Goals

The following goals are established for the areas designated "Waterfront Mixed Use Neighbourhood" on Schedule "A-2":

a) to promote the development of a mix of land uses in the waterfront area;

b) to promote the waterfront area as a destination in the Town. The policies encourage and support the development of a welcoming, inviting, intrinsically interesting and an aesthetically appealing area both for visitors coming from the harbor, residents to live in the area and provide for walking or driving through the area, as well as supporting and

encouraging new business operators in the area of the waterfront;

c) to ensure that new commercial and residential development meets appropriate site design standards and new commercial and residential development are compatible.

3.8.2 Policies

The following policies shall apply to those lands designated “Waterfront Mixed Use Neighbourhood” on Schedule "A-2" of this Plan:

a) permitted commercial uses shall be restricted to those uses that are compatible with residential uses in the neighbourhood: retail stores, restaurants, personal service shops, taverns, recreational establishments, places of amusement, inns, assembly hall, hotel or motel, professional office space;

b) permitted residential buildings shall be limited to: existing residences, new single detached residences, multiple unit residential structures (semi-detached, townhouses), and apartments. Maximum density for residential units will be 75 units per gross hectare;

c) municipal services, municipal parks, trails, walkways and other necessary municipal features will be permitted in all areas designated ‘Waterfront Mixed Use Neighbourhood’;

d) permitted accessory uses shall include: ancillary uses to the main use, bed and breakfasts, outdoor patio spaces associated with a restaurant, parking, trails, walkways, outdoor storage, outdoor garbage facilities or garage facilities. The accessory building(s) shall be located in the side yard or rear yard of the main structure;

e) both existing and new residences are encouraged to have commercial uses on the main floor or at the front of the building while allowing for residential uses to the rear or second floor of the building.;

f) mixed use buildings with both commercial units and residential units are encouraged and permitted;

g) the maximum building height for buildings on the south side of Park Street will be three (3) storeys. The maximum building height for buildings on the north side of Park Street will be five (5) storeys;

h) all existing and new development is encouraged to incorporate innovative site and building designs to take advantage of the streetscape and the viewscape provided by the

harbor area and Lake Erie;

i) proposals for new development will be encouraged to incorporate innovative designs reflecting a welcoming theme, particularly by providing walkways, trails, building features and facade design;

j) lands on the south side of Park Street are encouraged to incorporate innovative designs that will provide for public vistas, viewscapes and pedestrian access to the harbor and waterfront area;

k) the front yard of any new building is considered Park Street with front entrances clearly visible from the street. Garages and accessory structures will not be permitted in the front yard of any building with the exception that parking for single detached residences may be located in the front yard;

l) parking for residential buildings, mixed use buildings, multiple unit buildings or commercial buildings is encouraged to locate in the side yard or rear yard;

m) on-site parking must be provided in compliance with the Comprehensive Zoning By-law for the Town of Kingsville. Parking areas will be well screened with landscaping and buffer spaces from adjacent land uses;

n) lot development regulations for the waterfront mixed use neighbourhood shall be contained in the implementing Comprehensive Zoning By-law;

o) all new development within the “Waterfront Mixed Use Neighbourhood” designation will be required to conform to high performance standards relating to noise attenuation, parking, loading, traffic circulation, building design, lighting, landscaping, buffering and control over outside storage as set out in the Zoning By-law;

p) additional side yard setback distances shall be required between the permitted commercial uses and adjacent residential uses and in compliance with the Zoning By-law;

q) new main buildings that are infilling structures will be located at an established building setback of adjacent building(s). Should there not be adjacent buildings affected by the location of the new building, the new main building shall be brought forward towards the street to create a street presence for the building. The front entrance will be clearly visible and styled to create a welcoming entrance;

r) all new multiple unit buildings or commercial development within the "Waterfront Mixed Use Neighbourhood" designation will be subject to site plan control pursuant to the Planning Act, R.S.O. 1990, c.P. 13 and the Town of Kingsville Site Plan Control By-law;

s) all lands within the "Waterfront Mixed Use Neighbourhood" designation are subject to holding provisions as permitted under the Planning Act. In addition to meeting the requirements contained within Section 8 of this Plan, the holding symbol will not be removed by by-law until such time as the municipality is satisfied that there is sufficient uncommitted reserve sewage capacity;

t) new development shall only be permitted on full municipal sewage (sanitary and storm) and municipal potable water services. New development within the "Waterfront Mixed Use Neighbourhood" designation will not be considered unless:

   i. serviced by full (sanitary sewage, potable water and stormwater management) municipal servicing in accordance with Section 6.3 of this plan;

   ii. the uncommitted reserve sewage system and/or reserve water system capacity of the Town's sanitary sewage and potable water systems can adequately accommodate the expansion of the designation; and

   iii. if the expansion of the designation necessitates an expansion of the approved municipal sanitary sewage and/or potable water service areas, the expansion of the service areas is undertaken, all in accordance with the requirements of the Environmental Assessment Act.

3.9 URBAN RESERVE AREA

Urban Reserve Areas are not anticipated to be required to accommodate the Town's projected growth over the horizon of this Plan. Lands within the Urban Reserve Area, as designated on Schedules "A" and "A-2", are not considered to be part of the Urban Area of the Town.

The Urban Reserve Areas are intended to permit existing and compatible rural uses, while protecting the lands for future residential, employment, commercial and community-related uses, parks and open spaces.

3.9.1 Goals

The following goals are established for the areas designated "Urban Reserve Area" on

Schedules “A” and “A-2":

a) to promote the orderly development and future expansion of the Town; and

b) to protect Urban Reserve Area lands as they represent a logical extension of municipal services and are contiguous to other urban land uses;

3.9.2 Policies

The following policies shall apply to those lands designated “Urban Reserve Area” on Schedules “A” and "A-2" of this Plan:

a) The Urban Reserve Area is intended to permit existing and compatible rural and existing uses, while protecting the lands for future residential, employment, commercial and community-related uses, parks and open spaces.

b) Prior to any development occurring that is not permitted within the Urban Reserve Area, a detailed planning study shall be completed and approved by the Town, in accordance with the policies of this Plan.

c) In addition to the policies of this Plan, prior to any development, other than that which is permitted in the Urban Reserve Area, lands shall be brought into the Urban Area of the Town. The Town, or a proponent, shall complete a Local Comprehensive Review in accordance with the requirements of Section 1.6.3.1;

SECTION 4 RESOURCES

4.1 CULTURAL HERITAGE AND ARCHAEOLOGICAL RESOURCES

It is the policy of this Plan, that archaeological, cultural and built heritage resources and landscapes be identified, recognized, enhanced and conserved for the benefit of the community. The Town shall work with the Municipal Heritage Advisory Committee to identify potential archaeological, cultural and built heritage resources and landscapes to increase public awareness and involvement in the protection and enhancement of the Town's heritage features.

4.1.1 Cultural and Built Heritage Resources

For the purposes of this Plan, cultural heritage resources shall mean resources that are valued for the important contribution they make to our understanding of the history of a place, an event or a people. Built heritage resources shall mean one or more buildings, structures, monuments, installations or remains associated with architectural, cultural, social, political, economic or military history and identified as being important to a community. These resources may be identified through designation or heritage conservation easement under the Ontario Heritage Act, or listed by local, provincial or federal jurisdictions.

Kingsville's built heritage resources will be identified by:

a) establishing a framework by which to judge the potential significance of built heritage resources;

b) researching and documenting the potential built heritage significance of properties within the Town of Kingsville using the established framework;

c) based on the completed research and documentation, preparing a register of properties with potential built heritage significance;

d) contacting property owners regarding the potential significance of their property and seek their support to have their property designated as a "significant built heritage resource";

e) encouraging Council to continue to offer property tax reduction incentives for properties that have been designated under the *Ontario Heritage Act*;

f) monitoring demolition permit applications to ensure input in the event that a property with

potential built heritage significance is proposed for demolition.

Those properties designated or identified in accordance with paragraph c) above (see list in Appendix B (Part 1 and Part 2) of this Plan) and for which property tax incentives are being received, shall be conserved. Demolition shall be prohibited and alterations shall only be permitted if in accordance with the *Ontario Heritage Act*.

For those properties that are included in the Town of Kingsville Heritage Register (see list in Appendix B (Part 1) of this Plan), demolition shall only be permitted in compliance with the provisions of the Ontario Heritage Act, R.S.O. 1990, c.O. 18.

Development and site alteration may be permitted on adjacent lands to protected heritage property where the proposed development and site alteration has been assessed and evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved. Mitigating measures and/or alternative development approaches may be required in order to conserve the heritage attributes of the designated heritage property, as identified in Appendix B (Part 1), affected by the adjacent development or site alteration.

The Town may choose to designate a Heritage Conservation District or Districts, including areas of cultural heritage landscape features and heritage attributes. Prior to the designation of a Heritage District, Council will pass a by-law defining an area to be examined for designation as such a district, or may prepare a study for the area to determine the feasibility and appropriateness of such a designation. The study will be prepared in accordance with the Province's Heritage Conservation District Guidelines. The study may also suggest policies and guidelines to advise Council as to the consideration and approval of applications for new development and building alterations on properties located within a designated Heritage Conservation District.

The Town has identified Division Street South as a potential area of interest in establishing a Heritage Conservation District, which may be implemented through the preparation of Heritage Conservation District Study and an amendment to this Plan.

4.1.2 Cultural Heritage Landscapes

Cultural heritage landscape shall mean a defined geographical area of heritage significance which has been modified by human activities and is valued by a community. It involves a

grouping of individual heritage features such as structures, spaces, archaeological sites and natural elements, which together form a significant type of heritage form, distinctive from that of its constituent elements or parts. Examples may include, but are not limited to, heritage conservation districts designated under the Ontario Heritage Act and villages, parks, gardens, battlefields, main streets and neighbourhoods, cemeteries, trail ways and industrial complexes of cultural heritage value.

4.1.3 Archaeological Resources

Archaeological resources include artifacts, archaeological sites and marine archaeological sites. The identification and evaluation of such resources are based upon archaeological field work undertaken in accordance with the *Ontario Heritage Act*.

In consultation with the Province, and as resources permit, Council may undertake the preparation of an Archaeological Management Plan. The Plan will identify and map known archaeological sites registered with the Provincial Archaeological Sites Database, as well as areas within the Town having archaeological potential. The Plan may also outline policies, programs and strategies to protect significant archaeological sites.

Development and site alteration shall only be permitted on lands containing archaeological resources or areas of archaeological potential if the archaeological resources have been conserved by removal and documentation or by preservation on site when preformed by a licensed archaeologist, as per Section 48 of the *Ontario Heritage Act*. Where archaeological resources must be preserved in situ, only development and site alteration which maintain the heritage integrity of the site may be permitted.

Council may conserve the integrity of archaeological resources by restricting land use activities, including the erection of buildings and structures, on sites with archaeological resources through the implementing zoning by-law.

Council shall ensure adequate archaeological assessment and consult appropriate government agencies, including Ministry of Tourism, Culture and Sport, and the Cemeteries Regulation Unit of the Ministry of Government and Consumer Services, when an identified and marked or unmarked cemetery is affected by land use development. Marked and unmarked private family burial plots, where known, shall be registered with the Provincial Cemeteries Registrar and identified in the Zoning By-law. Marked and unmarked private family burial plots shall be preserved.

The Town recognizes that within the boundaries of the Town, there may be marine archaeological remains. Prior to approving a development proposal, where there is a high potential for marine archaeological resources, the Town will require a marine archaeological survey to be conducted by a licenced marine archaeologist to the satisfaction of the Town and the Province, pursuant to the *Ontario Heritage Act*. Any marine archaeological resource that is identified must be reported to the Province immediately. The Ministry shall determine whether the resource shall be left in situ or may be removed through excavation, by a licensed marine archaeologist under the direction of the Province.

The Town will ensure the interests of Indigenous communities are considered in conserving cultural heritage and archaeological resources, and in undertaking an Archaeological Management Master Plan or Cultural Heritage Plan.

4.2 NATURAL HERITAGE FEATURES

The Town of Kingsville encourages the protection and enhancement of its Natural Heritage System, including linkages and associated natural heritage features. Schedule "B" identifies many of the significant natural heritage features that represent a legacy of the natural landscape of the municipality and as a result have important environmental and social values for this and future generations. The table below provides the natural heritage classifications based on the Provincial Policy Statement, along with their land use classification within this Plan and identifies adjacent land provisions.

Natural Heritage Feature Classification Based on the PPS	Land Use Classification Policy Approach	Adjacent Lands
Significant Habitat of Endangered and Threatened Species	Environmental Protection Areas	120 metres
Significant Wetlands	Environmental Protection Areas	120 metres
Significant Coastal Wetlands	Environmental Protection Areas	120 metres
Significant Woodlands Significant Valleylands Significant Wildlife Habitat	Environmentally Significant Areas	120 metres
Areas of Natural and Scientific Interest – life science	Environmentally Significant Areas	120 metres
Areas of Natural and Scientific Interest – earth science	Environmentally Significant Areas	50 metres
Fish Habitat	Adjacent underlying Land Use Designation	120 metres

Natural Heritage Features shown on Schedule "B" are divided into two categories "Environmental Protection Areas" and "Environmentally Significant Areas".

"Environmental Protection Areas" include significant habitat of endangered and threatened species, Significant Wetlands and significant coastal wetlands, and a portion of privately owned land within an Environmentally Significant Area. It should be noted that the Town may also identify additional areas that are of local and/or regional significance for protection.

"Environmentally Significant Areas" include significant woodlands significant valleylands, significant wildlife habitat and significant areas of natural and scientific interest.

Adjacent areas are generally those lands within 120 metres of a natural heritage feature as shown on Schedule "B" of this Plan. Assessment of negative impact is to be determined by conducting an Environmental Impact Assessment (EIA) in accordance with Appendix "A" and the MNR's Natural Heritage Reference Manual and will normally be required prior to consideration of any *Planning Act* application. The Town will require pre-consultation with the Essex Region Conservation Authority and, where appropriate, in consultation with the Province (for habitat of endangered species and threatened species issues) and Fisheries and Oceans Canada (for fish habitat issues) prior to considering any *Planning Act* application.

4.2.1 Goals

The following goals apply to Natural Heritage Feature areas, as depicted on Schedule "B" of this Plan, are to:

a) facilitate and support the preservation, protection and enhancement of natural heritage feature areas; and

b) protect lands adjacent to areas with significant natural heritage features from land uses that would negatively impact the natural features.

4.2.2 Policies

The following policies apply to the Natural Heritage Features as depicted on Schedule "B" of this plan:

a) the diversity and connectivity of natural features in an area, and the long term ecological function and biodiversity of the natural heritage system should be maintained, restored or where possible improved, recognizing linkages between and among natural heritage features. Natural connections will generally follow watercourses and the lakeshore with their associated flood and erosion susceptible areas, unstable lands, steep slopes and other physical conditions, including groundwater features and will also generally follow the woodlots and hedgerows in the rural areas of the Town;

b) the Town supports strategies that strive to increase the amount of natural area coverage. As such a "State of the Environment Report" will be prepared and presented to Council on an annual basis;

c) the Town will work with Essex Region Conservation Authority to support the development of habitat compensation guidelines.

d) when considering development proposals, the Town may require the land owner to enter into a site plan agreement regarding the preservation and enhancement of the trees and vegetation on the property. Where forest cover is to be provided as a condition of a development approval, the use of a variety of indigenous species of vegetation is encouraged;

e) this Plan recognizes woodlots as viable components of farming operations;

f) the participation of woodlot owners in voluntary stewardship agreements, and where eligible, in conjunction with compensation programs such as Ecogifts, the Managed Forest Tax Incentive Program and the Conservation Land Tax Incentive Program is encouraged;

g) normal farm practices, including but not limited to, agroforestry and spraying, are permitted in all areas. If tree harvesting is to occur it should be based on acceptable forest management practices as prepared by a Registered Professional Forester;

h) hunting, fishing and trail use activities by the property owner, or with the permission of the property owner, are permitted in all areas and in accordance with Provincial and Federal legislation and regulation;

i) the natural areas under private ownership continue to be private and their identification as natural areas in no way increases their accessibility to the public or their eligibility for acquisition by the Town, the Conservation Authority or any other conservation group or agency;

j) the Town recognizes that a natural heritage system would benefit from public ownership to ensure protection of the features and to provide for public access, where appropriate. The Town will consider all options for the acquisition of land associated with natural heritage features, functions and linkages;

k) the Town supports partnerships with the Essex Region Conservation Authority or any other conservation group or agency that result in plans to appropriately manage ecologically sensitive lands that are in public ownership, discourage the introduction and spread of invasive species, and promote a high level of biodiversity;

l) the Town encourages the following activities in consultation with the Essex Region Conservation Authority to promote the establishment of the natural heritage system:

   i. Cooperate in identifying and protecting inter-municipal natural connections regarding multi-purpose (recreational/utility/natural) connections and linkages which cross municipal boundaries.

   ii. Establish goals and strategies to increase the amount of natural heritage area.

   iii. Require that when considering development proposals, the Town may require the land owner to enter into an agreement regarding the preservation and enhancement of the trees and vegetation on the property. Where forest cover is to be provided as a condition of a development approval, the use of a variety of indigenous species of vegetation is encouraged.

m) The Town will encourage the development of policies and programs to protect and enhance natural heritage features and natural heritage systems.

4.2.3 Environmental Protection Areas

"Environmental Protection Areas" include significant habitat of endangered and threatened species, significant wetlands and significant coastal wetlands, and a portion of privately owned land within an Environmentally Significant Area. It should be noted that the Town may also identify additional areas that are of local and/or regional significance for protection.

Significant habitat of endangered and threatened species includes lands which are necessary for the maintenance, survival and/or recovery of naturally occurring or reintroduced populations of endangered or threatened species and where those areas of occurrence are occupied or habitually occupied by the species during all or any part of its life cycle.

Significant wetlands and significant coastal wetlands are lands identified by the Province as being provincially significant.

The following policies apply to lands shown as "Environmental Protection Areas" on Schedule "B" to this plan:

a) development and site alteration shall not be permitted in "Environmental Protection Areas";

b) development and site alteration, as defined in the Provincial Policy Statement, shall not

be permitted on lands adjacent to areas designated as “Environmental Protection”, unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated to the satisfaction of the municipality, in consultation with the Essex Region Conservation Authority, that development and site alteration will have no negative impacts on the natural features or on their ecological functions;

c) assessment of negative impacts is to be determined by conducting an Environmental Impact Assessment in accordance with Appendix “A” of this Plan which will be required prior to consideration of any Planning Act application or issuance of any building permit. Adjacent lands mean within 120 m of an “Environmental Protection Area”; and

d) activities that create or maintain infrastructure authorized under an environmental assessment process or work subject to the Drainage Act are not to be considered development or site alteration for “Environmental Protection Areas”. However, where possible these activities should occur outside of areas identified as “Environmental Protection Areas”.

4.2.4 Environmentally Significant Areas

“Environmentally Significant Areas” include significant woodlands significant valleylands, significant wildlife habitat and significant areas of natural and scientific interest.

Significant woodlands are functionally important due to their contribution to the broader landscape based on size, location and the amount of forest cover in the surrounding planning area. They are economically important due to site quality, species composition and past management history. In the Essex Region, all woodlands that are 2 hectares in size or larger are assessed for their Provincial natural heritage significance. Smaller woodlands may be considered significant if they exhibit composition, age or quality that is uncommon in the municipality or the region.

Wildlife habitat is one of the primary ecological functions provided by natural heritage features. Significant wildlife habitat is an area where plants, animals and other organisms live and find adequate amounts of food, shelter, water and the space need to sustain their populations. All plants and animals have individual habitat requirements which vary at different periods in their life cycles.

Significant Valleylands in the Town are those areas which have been identified and mapped by the Essex Region Conservation Authority. Significant Valleylands provide important ecological functions in the drainage system of watersheds.

Areas of significant and scientific interest are areas of land and water which contain natural landscapes or features that have been identified as having life science or earth science values related to protection, scientific study or education.

The following policies apply to the lands shown as "Environmentally Significant Areas" on Schedule "B" to this plan:

a) development and site alteration may be permitted within "Environmentally Significant Areas" as identified on Schedule "B" if it has been demonstrated to the satisfaction of the Town in consultation with the Essex Region Conservation Authority, and Province, where required, that there will be no negative impacts on the natural features or on their ecological functions;

b) development and site alteration, as defined in the Provincial Policy Statement, shall not be permitted on lands adjacent to areas designated as "Environmentally Significant Areas" unless it has been demonstrated, to the satisfaction of the Town, in consultation with the Essex Region Conservation Authority, and Province, where required, that there will be no negative impacts on the natural features or on their ecological function.

c) nothing in this Plan is intended to limit the ability of agricultural uses to continue on lands within or adjacent to those areas identified as "Environmentally Significant Areas". New Agricultural uses that require approval under the Planning Act will be permitted within "Environmentally Significant Areas" or on adjacent lands, if it has been demonstrated to the satisfaction of the municipality, in consultation with the Essex Region Conservation Authority, that there will be no negative impact on the natural heritage features or their ecological functions.

d) assessment of negative impact is to be determined by conducting an Environmental Impact Assessment in accordance with Appendix "A" and the MNR's Natural Heritage Reference Manual and will normally be required prior to consideration of any Planning Act application. The Town will require pre-consultation with the Province and the Essex Region Conservation Authority prior to considering any Planning Act application. Any development and site alteration proposed must also be in accordance with the underlying

land use designation on Schedules “A”, “A-1" and “A-2" of this Plan;

e) linkages and corridors, whether woodlands, wetlands or other natural heritage features, provide movement corridors within a wildlife habitat for various local animal species. Recreational trails or other similar uses are encouraged if it is demonstrated that such a use will not negatively impact the environment.

4.2.5 Fish Habitat

The Town recognizes that the health of the aquatic environment is a fundamental indicator of the heath of the overall ecosystem. Fish habitat protection and restoration opportunities throughout the Town are significant due to the number of watersheds which outlet into Lake Erie. Fish habitat restoration opportunities may be implemented through sub-watershed studies, secondary plans, and on an individual lot basis. The harmful alteration, disruption or destruction of fish habitat is prohibited under the *Fisheries Act*.

The Town will apply the following policies when considering impacts to fish habitat areas:

a) development will only be permitted provided that it does not harmfully alter, disrupt or destroy fish habitat. The goal of “no net loss of productive capacity of fish habitat” and where possible a “net gain of productive capacity of fish habitat” using a fish habitat mitigation / compensation assessment through consultation with the Essex Region Conservation Authority and the Department of Fisheries and Oceans (DFO);

b) any development or change in land use near or adjacent to (within 120 metres) to an existing or potential fish habitat area will be reviewed by the Essex Region Conservation Authority in consultation with DFO with respect to its potential impact. Any proposal shall be subject to an assessment to determine if it will result in a reduction of the fish habitat to sustain the fisheries resource;

c) The Town in conjunction with the Essex Region Conservation Authority will determine the minimum vegetative buffer zone adjacent to existing or potential fish habitat areas where development is proposes;

d) Where it has been determined by the Essex Region Conservation Authority in consultation with DFO that the development or change in land use will affect the natural functions of the fish habitat, the preparation of a fish habitat mitigation/compensation assessment will be required. The assessment should be based on the guidelines which are included in Appendix A of this Plan.

4.2.6 Environmental Impact Assessments

The preparation of all Environmental Impact Assessments referred to in this Plan shall be the responsibility of the land owner and shall be carried out by a qualified environmental professional. The Environmental Impact Assessment is to be prepared on the basis of the natural features or the ecological function for which the area has been identified and in the manner stipulated in Appendix "A" of this Plan. For example, if this Plan identifies a site as an "Area of Natural and Scientific Interest" (ANSI), the Environmental Impact Assessment shall be prepared on the basis of that environmental classification.

When conducting the Environmental Impact Assessment, the environmental professional must acknowledge in the report any new information such as findings of rare or significant species not previously known to exist on the site, and the impact which may result from any proposed development. The municipality and/or other approval authority shall have regard to such new information in its decisions regarding planning applications and shall be consistent with the Provincial Policy Statement. If, based on the new information, the Approval Authority, in consultation with the Province and the Essex Region Conservation Authority, concludes that the natural environment classification should be altered, this Official Plan shall be amended to reflect the change. Similarly, if a site is identified as having a higher or lower classification by the Province or Conservation Authority, or by the municipality through a special planning study which is completed in accordance with Provincial Guidelines, this Official Plan shall be amended to reflect the change. The approval authority shall ensure consistency with the Provincial Policy Statement when making decisions regarding any planning applications affecting areas with natural environment features and/or functions.

Removal of a natural heritage feature for the purpose of lowering the natural environment classification in this Plan and/or otherwise affecting the environmental impact assessment will not be sufficient grounds for amending the planning documents to a lower classification and will invalidate the environmental impact assessment.

In areas other than those shown as "Environmental Protection Areas" on Schedule "B" of this Plan, altering the state of the natural environment features as a result of conducting permitted uses (i.e. clearing land for agricultural purposes) will not be considered negatively by the approval authority but shall not be deemed to facilitate future development proposals. To assist with determining the alteration of a natural environment area over time, the approval

authority will use, at a minimum, the April 2000 and 2010 photography as one of the tools to establish the baseline from which the alteration will be assessed.

4.3 MINERAL AGGREGATE RESOURCES

It is the policy of this Plan that mineral resources will be protected for long term use. Lands identified as Extractive Industrial Overlay on Schedule "D" of this Plan are areas that have been identified as having mineral aggregate resources (primary and secondary) with extractive industrial potential.

As such, any proposed development can only occur if it has been demonstrated to the satisfaction of the Town and the Province that the development will not interfere with the future removal of the resource. Goals and policies for Mineral Aggregate Resource lands are as follows:

4.3.1 Goals

The following goals for Mineral Aggregate Resource lands, as depicted on Schedule "D" of this Plan, are to:

a) permit the extraction of mineral resources as an interim land use in accordance with the policies of this Plan and Provincial Policy;

b) identify areas where mineral aggregate resources are located;

c) protect existing pits and mineral aggregate resources from encroaching incompatible land uses;

d) provide for extraction and removal of resource material from the site in such a manner that will least offend neighbouring property uses;

e) provide for the rehabilitation of these areas for other productive uses once the resource has been removed;

f) undertake extraction in a manner which minimizes social, economic and environmental impacts;

g) undertake mineral aggregate resource conservation through the use of accessory aggregate recycling facilities within operations, wherever feasible.

4.3.2 Policies

The following policies apply to Mineral Aggregate Resource lands as depicted on Schedule "D" of this Plan:

a) the predominant use of land in the Mineral Aggregate Resource area shall be for extractive industrial uses including quarries, sand and gravel pits, wayside pits and quarries, portable asphalt plants, portable concrete plants and other surface mining operations. Agriculture, forestry and conservation uses shall also be permitted prior to removal of the resource;

b) the Zoning By-law will only zone those lands within the Mineral Aggregate Resource area that are licensed for extractive industrial uses or for which a licence application has been submitted. All other lands within this area will be zoned Agricultural until such time as the Province advises that the standards of the Aggregate Resources Act have been met;

c) in prime agricultural areas, on prime agricultural lands (Class 1 to 3 according to the Canada Land Inventory Classification System) and on specialty crop lands extractive uses are permitted as an interim use, provided that the site will be rehabilitated back to an agricultural condition (whereby substantially the same area and same average soil quality for agriculture are restored) in accordance with the Provincial Policy Statement.

d) Complete rehabilitation to an agricultural condition is not required if:

    i. Outside of a specialty crop area, there is a substantial quantity of mineral aggregate resource below the water table warranting extraction, or the depth of a planned extraction in a pit or quarry makes restoration of pre-extraction agricultural capability unfeasible;

    ii. in a specialty crop area, there is a substantial quantity of high quality mineral aggregate resources below the water table warranting extraction, and the depth of planned extraction makes restoration of pre-extraction agricultural capability unfeasible;

    iii. other alternatives have been considered by the applicant and found unsuitable. The consideration of other alterantives shall include resources in areas of Canada Land Inventory Class 4 through 7 lands, resources on lands identified as designated growth areas and resources on prime agricultural lands where rehabilitation is feasible. Where no other alternatives are found, prime

agricultural lands shall be protected in this order of priority: specialty crop areas, Canada Inventory Classes 1, 2 and 3 and , and

iv. agricultural rehabilitation in remaining areas will be maximized;

e) all development in the Mineral Aggregate Resource area shall be in accordance with the land division policies contained in Section 7 of this Plan;

f) in advance of approving any amendments to this Plan that would have the effect of extending the extent of the Mineral Aggregate Resource area, the proposal shall be forwarded to the Province for comments.

4.3.3 Wayside Pits and Quarries

Wayside pits and quarries which are defined as pits and quarries opened and used by a public road authority for the purposes of a particular road construction project are encouraged to locate in the many areas shown as a Mineral Aggregate Resource area shown on Schedule "D". When a Mineral Aggregate Resource area location is not possible, wayside pits and quarries shall be permitted without an amendment to this Plan or the Zoning By-law, except in the "Residential" designations and "Environmental Protection Areas". On specialty crop lands and on prime agricultural lands (Classes 1 to 3 according to the Canada Land Inventory classification system) wayside pits and quarries may occur if agricultural rehabilitation of the site is carried out and substantially the same area and average soil capability for agriculture are restored. Wayside Pits and Quarries shall not be located closer than 385 metres to an existing school.

4.3.4 **Portable Asphalt Plants** and Portable Concrete Plants

Portable asphalt plants means a facility with equipment designed to heat and dry aggregate and to mix aggregate with bituminous asphalt to produce asphalt paving material, and includes the stockpiling and storage of bulk materials used in the process and which is not of permanent construction, but is designed to be dismantled and moved to another location as required. Portable concrete plants means a building or structure with equipment designed to mix cementing materials, aggregate, water and admixtures to produce concrete, and includes stockpiling and storage of bulk materials used in the process; and which is not of permanent construction, but which is designed to be dismantled at the completion of the construction project. Portable asphalt plants and portable concrete plants used by a public road authority or it's agent, shall be permitted in the "Agriculture" designation and Mineral Aggregate

Resource areas without amendment to this Plan or the Zoning By-law, subject to the following provisions:

a) portable asphalt plants and portable concrete plants must obtain a certificate of approval from the Province;

b) portable asphalt plants and portable concrete plants must meet the Province's minimum separation distance, but in no case shall they be located closer than 385 metres from an existing residence or existing school;

c) portable asphalt plants and portable concrete plants must be removed from the site upon completion of the public project;

d) sites used for portable asphalt plants and portable concrete plants in the agricultural areas, must be rehabilitated back to an agricultural condition.

4.4 PETROLEUM RESOURCES

Petroleum Resources means oil, gas, and brine resources that have been identified through exploration and verified by preliminary drilling or other forms of investigation. It is the policy of this Plan that petroleum resources will be identified and protected for long term use.

a) New development shall be setback a minimum of 75 metres from existing petroleum wells;

b) Petroleum resource operations should be carried out in accordance with the Oil, Gas and Salt Resources Act.

c) sites used to facilitate the extraction or storage of petroleum resources in the agricultural areas, must be rehabilitated back to their former agricultural use.

d) In areas of known petroleum resources and significant areas of petroleum resource potential, development and activities in these resource areas or on adjacent lands, which would preclude or hinder the establishment of new operations or access to the resources will only be permitted if:

    i. resource use would not be feasible; or

    ii. the proposed land use or development serves a greater long-term public interest; and

iii. issues of public health, public safety and environmental impact are addressed.

4.5 WATER RESOURCES

The main watersheds within the Town of Kingsville include Cedar Creek, Wigle Creek, Mill Creek, Belle River and Ruscom River. Water resources refers to: watersheds; surface water features including headwaters, rivers, stream channels, inland, lakes, seepage areas, recharge/discharge areas, springs, wetland and associated riparian lands; ground water features; and hydrologic functions.

The protection of water resources from contamination and degradation associated with certain land uses and activities is an important element to maintaining the quality of life experienced by both existing residents and businesses and to supporting future growth. Integrating land management and the protection of water allows for the continuance of a healthy environment, solid economic development and healthy communities.

4.5.1 Goals

The goals relating to water resources are:

a) to protect, improve, restore and enhance the quality and quantity of surface and ground water;

b) to protect the hydrologic functions of water resources;

c) to participate in watershed planning; and

d) to promote efficient and sustainable use of water resources, including practices for water conservation and sustaining water quality.

4.5.2 Policies

The following policies will be used to achieve the water resources' goals for the Town of Kingsville:

a) The Town will participate in watershed and subwatershed studies in cooperation with the Essex Region Conservation Authority, Provincial ministries, other organizations and adjacent municipalities

b) The Town will identify surface water features, ground water features, hydrologic functions and natural heritage features and areas which are necessary for the ecological and

hydrological integrity of watersheds;

c) Watershed management plans should be undertaken with the relevant findings to be implemented through an amendment to this plan;

d) 'Highly Vulnerable Aquifers' (HVAs), 'Significant Groundwater Recharge Areas' (SGRAs) and associated watercourses will be protected from contamination by uses and activities, which could affect the recovery and use of groundwater and surface water supplies for domestic and agricultural purposes and environmental health;

e) Development and site alteration may be restricted in or near sensitive ground or surface water features such that these features and their related hydrologic functions will be protected, improved or restored. Mitigation measures and/or alternative development approaches may be required in order to achieve this policy; and

f) The Town will work with various agencies to develop a septic system management program. The management program shall consider opportunities including but not limited to provisions under the Ontario Building Code, facility design and permitting, landowner education and awareness, as well as monitoring and inspections.

4.5.3 Source Protection

Within the Town of Kingsville, the Essex Region Source Protection Plan has been prepared in compliance with the Clean Water Act, 2006. The plan has been approved by the Province and are now in effect. In addition to the policies of this Section, reference should be made to the Essex Region Source Protection Plan for specific policies that may apply to the vulnerable areas which may restrict or prohibit certain land uses or activities within those areas. The Source Protection Plan and associated technical studies (Assessment Report) look at the current and future sources of municipal residential drinking water, identify the potential threats to these sources and include policies for actions and programs to reduce or eliminate these risks.

The Clean Water Act requires that all municipal decisions under the Planning Act or Condominium Act made by municipal planning authorities must conform to significant threat policies and have regard for other policies in an approved Source Protection Plan and Assessment Report, as amended from time to time. Within areas identified in an approved Source Protection Plan any use or activity that is, or would be, a significant drinking water threat is required to conform to all applicable Source Protection Plan policies and, as such,

may be prohibited, regulated or otherwise restricted by those Source Protection Plan policies. According to the Source Protection Plans, the most prevalent type of Significant Drinking Water Threat in the Essex Region is the storage, handling, or transportation of large volumes of liquid fuels. Where required by policies in an approved Source Protection Plan, the local municipalities shall circulate all development applications or proposed land use changes proposing fuel storage, fuel transportation or industrial uses to the Risk Management Official (RMO). Where the Source Protection Plan does not require an RMO notice, the local municipality should be satisfied that the proposal will not include activities which would be a significant threat in the location proposed.

The policies apply to 'vulnerable areas' as identified in the technical studies (Assessment Report) for the Source Protection Plan, which include:

a) 'Intake Protection Zones' (IPZs);

b) 'Highly Vulnerable Aquifers' (HVAs); and

c) 'Significant Groundwater Recharge Areas' (SGRAs).

These vulnerable areas are identified on Schedules "X and X" of this Official Plan. This mapping is intended to reflect the mapping in the approved Source Protection Plan (SPP) and Assessment Report (AR) which may be revised or updated from time to time without the need for an amendment to this Plan. In the case of a discrepancy, the mapping in the most recently approved SPP and AR shall take precedence.

Intake Protection Zones (IPZs) are areas of land and water, where run-off from streams or drainage systems, in conjunction with currents in lakes and rivers, could directly impact on the source water at the municipal drinking water intakes.

Reference must be made to the Source Protection Plan and accompanying Assessment Report for more complete details and explanations regarding these IPZs, the threats to drinking water sources, and associated policies.

Schedule "X" identifies the Intake Protection Zones within the Town, which include:

a) Intake Protection Zone 1 (IPZ-1) is the area immediately surrounding the intake crib, defined for Type A (Lake Erie) intakes by a one kilometre radius centered on the crib of the intake. Where the IPZ-1 abuts land it shall only include a setback on the land that is the area of land that drains into the surface water body measured from the high water

mark and is not more than 120m or a Conservation Authority Regulation Limit whichever is greater.

b) Intake Protection Zone 2 (IPZ-2) is the area of water and land that is outside IPZ-1 and accounts for the influence of nearby watersheds, where runoff may pick up pollutants and affect water quality in the near-shore water at municipal intakes. IPZ-2 areas generally encompass areas within a few kilometres of the intakes and are based on a two-hour time of travel for the flow of water along the shores and in the tributary watersheds.

c) Intake Protection Zone 3 (IPZ-3) extends outward from IPZ-2, and covers larger watershed areas generally within a specific time of travel related to the transport of specific contaminants reaching the intake. IPZ-3 includes all rivers and tributaries where modelling demonstrates that contaminant spills may reach the intake during an extreme rainfall or wind storm event.

All IPZs also include lands within 120 metres of the top-of-bank of the subject waterways, or the flood plain regulated area, whichever is greater.

a) The following uses and activities shall be regulated and require the preparation of a risk management plan to the satisfaction of the Risk Management Official (RMO), in accordance with Section 58 of the *Planning Act*:

    i. Above grade handling and storage of liquid fuels (containing benzene) in quantities of 15,000 L or greater in Union IPZ-1, IPZ-2, IPZ-3 (Cedar/Wigle/Mill Creeks, Leamington Area Drainage), Belle River IPZ-3 and Stoney Point IPZ-3.

    ii. Above grade handling and storage of liquid fuels (containing benzene) in quantities of 34,000 L or greater in Union IPZ-3 (Sturgeon Creek drainage).

    iii. The Risk Management Plan may include, but is not limited to, details concerning installation, operation and regular inspection of fuel storage tanks, how fuel is contained, the location of fuel, and how fuel is stored. The Risk Management Official will have discretion as to what constitutes a satisfactory Risk Management Plan.

b) Within Union IPZ-1, IPZ-2 and IPZ-3 (Cedar/Wigle/Mill Creeks, Leamington Area Drainage), Stoney Point IPZ-3, and Belle River IPZ-3, the handling and storage of liquid fuels (containing benzene) in quantities greater than 15,000 L shall be restricted in accordance with Section 59 of the *Clean Water Act* for any commercial, agricultural and

industrial land uses.

Within Union IPZ-3 (Sturgeon Creek drainage), the handling and storage of liquid fuels (containing benzene) in quantities greater than 34,000 L shall be restricted in accordance with Section 59 of the Clean Water Act for any commercial, agricultural and industrial land uses.

Within these designated areas, a notice from the Risk Management Official in accordance with Section 59(2) of the *Clean Water Act* shall be required prior to approval of any Planning Act or Building Permit application. Despite the above policy, a Risk Management Official may issue written direction specifying the situations under which a planning authority or building official may be permitted to make the determination that a site specific land use is not designated for the purposes of Section 59. Where such direction has been issued, a site specific-land use that is the subject of an application for approval under the Planning Act or for a permit under the Building Code Act is not designated for the purposes of Section 59, provided that the planning authority or building official, as the case may be, is satisfied that:

i. The application complies with the situations specified in the written direction from the Risk Management Official; and

ii. The applicant has demonstrated that a significant drinking water threat activity designated for the purposes of Section 57 or 58 will not be engaged in by the application.

4.5.2 Groundwater

The protection, conservation and careful management of groundwater resources is necessary to meet the present and future needs of residents, businesses, visitors, and the flora and fauna within the natural environment. Surface and groundwater must be protected across the County and the Town to ensure a clean water baseflow for creeks, streams, ponds and wetlands, and to ensure the protection of the quality and quantity of drinking water sources.

Schedules X and X identify the Highly Vulnerable Aquifers (HVA) and Significant Groundwater Recharge Areas (SGRA) within the Town.

Development and site alteration that may be a significant threat will only be permitted within an HVA or SGRA where it has been demonstrated by way of the preparation of a groundwater

impact assessment that there will be no negative impact on the HVA or SGRA.

The following will be the policy of the Town:

a) The Town will support initiatives of the Province, the County of Essex and local municipalities, the Conservation Authorities, the City of Windsor, the Municipality of Chatham-Kent, and other agencies, including the implementation of the Essex Region/Chatham-Kent Regional Groundwater Study in identifying strategies to protect groundwater resources.

b) Development and site alteration that may be a significant threat will only be permitted within an HVA or SGRA where it has been demonstrated by way of the preparation of a groundwater impact assessment that there will be no negative impact on the HVA or SGRA.

c) The Town of Kingsville includes areas identified as HVAs and SGRAs as identified on Schedule X. The following regulations shall be applied to HVAs and SGRAs:

    i. The Town will support the Conservation Authorities in education and outreach programs, directed to all landowners and residents with private wells in HVAs, SGRAs and other rural areas, to promote best management practices to help address various potential threats to groundwater sources of drinking water, raise awareness of drinking water threats, and provide education on the vulnerability of HVAs, SGRAs and abandoned or poorly maintained wells as transport pathways of contamination to sources of groundwater, for existing and future uses listed below:

        a. handling and storage of road salt;

        b. storage of snow;

        c. handling and storage of fuel;

        d. waste disposal sites;

        e. establishment, operation or maintenance of a system that collects, stores, transmits, treats or disposes of sewage;

        f. handling and storage of a dense non-aqueous phase liquid;

        g. handling and storage of an organic solvent;

h. application of pesticide to land;

i. handling and storage of pesticide;

j. application of commercial fertilizer to land;

k. handling and storage of commercial fertilizer;

l. application of agricultural source material to land;

m. storage of agricultural source material;

n. management of agricultural source material;

o. application of non-agricultural source material to land; and

p. handling and storage of non-agricultural source material.

4.5.3 Watercourses

Watercourses, as shown on Schedule "C" to this Plan, transport both water and sediment from areas of high elevation to areas of low elevation. Changes to amount or velocity of water being transported or the amount or size of bed load being moved can have significant impacts on the watercourse. Changes can result in increased erosion and flooding. Watercourses provide habitat for fish and other species to live as well as provide water for human consumption, wildlife and livestock. Watercourses are directly related to many of the hazards including flooding, erosion, slope stability and wetlands. The following principles may apply to developments located along watercourses:

a) If possible, natural stream bank vegetation should be maintained;

b) grassed slopes, in natural vegetation, or other suitable erosion control methods are the preferred alternative;

c) construction of tile outlets should not contribute to erosion along watercourses;

d) tree planting should occur along watercourses, where possible to enhance the natural corridor function, cool water temperatures and protect watercourse banks;

e) best management practices and interim measures shall be utilized during construction projects to reduce sedimentation and erosion;

f) a setback from the top of bank for all new and expansions to development will be required

in order to prevent erosion, improve water quality, enhance wildlife corridors and protect fish habitat.

This section should be read in conjunction with the policies in Section X.X.

SECTION 5 HUMAN-MADE AND NATURAL HAZARDS

Section 5 contains policies pertaining to human-made and natural hazards as defined in the Provincial Policy Statement. Human-made hazards are lands related to, or in proximity of, resource extraction and/or processing of: oil, gas and salt, petroleum, and mineral aggregates. Natural hazards are lands adjacent to shorelines and inland watercourses impacted by flooding or erosion where property may be unsafe for development due to naturally occurring processes. The majority of the human-made and natural hazards occur within the rural areas of the Town in lands designated “Agriculture”.

5.1 HUMAN-MADE HAZARDS

Development on, abutting or adjacent to lands affected by mine hazards, oil, gas and salt hazards; or former mineral mining operations, mineral aggregate operations or petroleum resource extraction operations may be permitted if remediation measures to address, and mitigate known or suspected contaminants or hazardous conditions are underway or have been completed.

Contaminated sites shall be restored as necessary prior to any activity on a site associated with a proposed use such that there will be no adverse effect. In particular, any development application proposing to redevelop a contaminated site or develop lands adjacent to a contaminated site must include information pertaining to the following:

a) past and present uses of the site;

b) a soil report prepared in accordance with the Record of Site Condition Regulation O.Reg 153/04, as amended of the *Environmental Protection Act* for the restoration and cleanup of contaminated sites. The report shall indicate whether the site is to be restored prior to approvals being granted or prior to development occurring. Development will not be permitted until the site has been restored in accordance with Provincial guidelines and legislation;

c) an acknowledgement of the requirement that the site restoration is to occur in accordance with Province’s requirements specified in Ontario Regulation 153/04 of the Environmental

Protection Act as may be revised from time to time as a 'Record of Site Condition';

d) where contamination has been identified, a letter from the Province acknowledging filing of a 'Record of Site Condition' prior to the development approvals being granted

e) there will be no change in property use for any of the property use changes specified in Section 14 of Regulation 153/04, as amended of the Environmental Protection Act, save and except the exemptions provided for by Section 15 of Regulation 153/04, unless a Record of Site Condition has been obtained and filed.

5.1.1 Unplugged Oil and Natural Gas Wells

a) Unplugged oil and natural gas wells must be decommissioned (plugged) in accordance with the Province's Oil, Gas and Salt Resources Act regulations and Provincial Operating Standards. A licence pursuant to section 10. of the Oil, Gas and Salt Resources Act, is required in order to perform any work on a well. It is recommended that although development may not be proposed near an unplugged well, landowners should decommission (plug) the wells and associated works for safety purposes.

b) Development on, or adjacent to oil, gas and salt hazards or former petroleum operations will be permitted only when rehabilitation measures to address and mitigate known and suspected hazards are underway or have been completed. Prior to the issuance of a building permit, landowners proposing to develop a site with an abandoned well, must reference the "Record of Site Condition Regulation, O. Reg. 153/04" as amended by the Environmental Protection Act and must decommission the well and associated works.

5.2 NATURAL HAZARDS

Lake Erie and the various watersheds of the Town of Kingsville, represent dynamic water systems that are impacted throughout the year by climate and precipitation. At certain periods of the year, the areas in and around Lake Erie and Kingsville's creeks are susceptible to flooding and/or erosion. These potential flooding and erosion events are natural hazards to development. The inland watercourse areas which are susceptible to flooding are identified as "Floodplain Development Control Area", while the floodplain of Lake Erie for the Town is identified as the "Lake Erie Floodprone Area" on Schedule "C" to this Plan. Schedule "C" depicts the extent of the Natural Hazards lands for the Town as a visual representation only, when considering development the exact boundaries of these lands should be confirmed in consultation with the Essex Region Conservation Authority. The land uses

permitted within Natural Hazards are determined by the underlying land use designation identified on Schedule “A”, “A-1” and “A-2” and are subject to the overlying policies of this Section, with exception to the Floodway of inland watercourses. Development within Natural Hazard lands must be capable of satisfying provincial hazard management issues.

5.2.1 Watercourse Hazard Lands (Floodplain Development Control Area)

As the flooding of watercourses creates a hazard with respect to creeks and other water tributaries, the Essex Region Conservation Authority has adopted a two zone approach for regulating floodplains. A floodplain contains two distinct areas, 1) a floodway and 2) a flood fringe. The two zone concept distinguishes between areas where development and site alteration may be permitted or where development is prohibited. Development and site alteration is not permitted within the floodway. Development and site alteration may be permitted within the flood fringe where the development is capable of satisfying Provincial floodplain hazard management issues under the jurisdiction of the Essex Region Conservation Authority.

Floodway

The floodway includes the channel and the lands immediately adjacent to the channel area that is characterized by deeper, faster moving water in a flood event. The floodway is the more hazardous portion of the floodplain and development and site alteration are not permitted within it. For areas where channels have been constructed or existing channels have been modified, the floodway width typically varies from 8 metres to 15 metres on both sides of the channel depending on the depth of the channel present. In low lying areas adjacent to natural watercourses the limit of the floodway could extend significantly wider than the 15 metres on both sides of the channel and will be determined based on the Essex Region Conservation Authority criteria, a site specific analysis and the nature of the individual watercourse. The Essex Region Conservation Authority will utilize specific policies in determining the extent of the floodway mapping based on standardized criteria. The extent of the floodway may be different for various reaches of individual watercourse.

Flood Fringe

Lands identified as a Flood Fringe by the Essex Region Conservation Authority are areas being susceptible to flooding under regulatory flood conditions (1:100 year) or the maximum observed for the Ruscom River and are subject to Ontario Regulations158/06, as amended

and implemented by the Essex Region Conservation Authority. As such, the requirement to obtain a permit from the Essex Region Conservation Authority will be necessary in advance of any development occurring. Development shall only be permitted if:

a) It is identified that the development will not adversely affect the existing flood levels and/or flow of the specific waterway;

b) floodproofing of buildings and/or structures is undertaken;

c) a permit is issued by the Essex Region Conservation Authority which may require environmental and other technical studies in advance of a permit being issued; and

d) all development is in accordance with the underlying land use designation(s).

Watercourse Setbacks

For any inland watercourses, as shown on Schedule "C" of this Plan, where engineered flood lines are not available, the Town, in consultation with the Essex Region Conservation Authority will incorporate appropriate building setbacks from the top of bank such watercourses, into the Zoning By-law. When determining such setbacks, the Town shall take into consideration the type of watercourse, bank stability, angle of bank slope and other relative aspects. In evaluating development applications for lands adjacent to any watercourse or drain, the Town, in consultation with the Essex Region Conservation Authority, may request the proponent to establish appropriate floodproofing elevations, and such floodproofing requirements shall be implemented through the Zoning By-law, development agreements and any permit required to be issued by the Essex Region Conservation Authority.

Development setbacks are the preferred method for protecting new development as opposed to relying on structural and non-structural protection measures that require maintenance and upgrading overtime.

5.2.2 Lake Erie Hazard Land (Lake Erie Floodprone Areas)

Lands along Lake Erie are prone to shoreline flooding, erosion and dynamic beach hazards. The Lake Erie Floodprone Areas are identified on Schedule "C" of this Plan as Lake Erie Hazard Lands and are susceptible to these hazards. Pre-consultation with the Essex Region Conservation Authority to determine the technical support studies required in order to ascertain the feasibility of obtaining the necessary permits shall be required prior to any development occurring.

The land uses permitted within flooding hazard lands are determined by the underlying designations also identified on Schedules "A", “A-1" and “A-2" and are subject to the 1:100 Year flood conditions and erosion information associated with Lake Erie. The Zoning By-law may establish specific zones to address existing development located within the hazard land areas.

An important factor in considering new development within floodprone areas is the provision of safe access during times of a flooding hazard. In accordance with Provincial policy, development and site alteration shall not be permitted in areas that would be rendered inaccessible to people and vehicles during times of flooding hazards and erosion hazards, unless it has been demonstrated that the site has safe access appropriate for the nature of the development and the natural hazard. Consultation with the Town and the Essex Region Conservation Authority is required to determine whether lands within the floodprone areas can demonstrate that the site has safe access appropriate for the nature of the development and the natural hazard. Furthermore, the Town in consultation with the Essex Region Conservation Authority, will endeavour to undertake a detailed Shoreline Management Plan study to comprehensively assess the floodprone areas and requirements for safe access and opportunities for future development along the entire length of Lake Erie shoreline within the boundary of the Town. The flood study recommendations and associated detailed mapping may be implemented through an update to the Town’s Official Plan and/or Zoning By-law.

Inland Development

Development and site alteration shall only be permitted in areas identified as being susceptible to flooding and/or erosion if:

a) the hazard can be safely addressed;

b) new hazards are not created and existing hazards are not aggravated;

c) no adverse environmental impacts will result (preparation of an Environmental Impact Assessment may be required);

d) vehicles and people have a way of safely entering and exiting the area during times of flooding, erosion or other emergencies; and

e) the development does not include institutional uses or essential emergency services or the disposal, manufacture, treatment or storage of hazardous substances.

Lake Erie Setbacks

The implementing Zoning By-law will prescribe shoreline protection measures including minimum floodproofing elevation requirements for development within the floodprone area and setbacks from the top of bank for erosion prone areas, as determined in consultation with the Essex Region Conservation Authority. Development setbacks are encouraged as the preferred method for protecting new development as opposed to relying on structural or non-structural protection measures that require maintenance and upgrading over time.

Generally, the setbacks and floodproofing requirements will vary depending on existing site conditions (breakwalls, revetments and slope stability) on subject and adjacent lands. The required setbacks will be determined in consultation with the Essex Region Conservation Authority and the implementing Zoning By-law may reference the Conservation Authority's Regulations as a method of prescribing the minimum elevation requirements.

Lake Erie Floodproofing

Floodproofing shall be provided to the regulatory flood elevation. Where the area is subject to the Conservation Authority's regulations a permit must be obtained prior to undertaking any development, including but not limited to construction, grading/placement of fill, breakwall and other shoreline construction works.

SECTION 6 ROADS, UTILITIES & SERVICES

Section 6 contains policies pertaining to the current level of servicing in the Town of Kingsville as well as various servicing improvements and enhancements that are anticipated.

6.1 HIGHWAYS & ROADS

In order to minimize congestion and interference to the flow of traffic, and to establish the requirements of future traffic routes, the roads throughout the Town are classified according to their function. The road network shown on Schedule "E" consists of a Provincial Highway, County Roads, Arterial Roads, Collector Roads, Local Roads and Private Roads not assumed by the Town.

6.1.1 Provincial Highway

Provincial Highway 3 located within the Town of Kingsville is under the control and jurisdiction of the Ministry of Transportation (MTO). Any development which falls within MTO's permit control areas under the Public Transportation and Highway Improvement Act (PTHIA) will be subject to MTO's policies, standards and requirements. In addition to all applicable Town requirements, all proposed development located adjacent to and in the vicinity of a provincial highway within MTO's permit control area under the PTHIA will also be subject to MTO approval.

The location of entrances, buildings, signs and encroachments within MTO's permit control area of a provincial highway shall be subject to the approval of MTO. Should MTO requirements conflict with this Official Plan, the higher standard shall prevail. New direct private entrances to Provincial Highway 3 will not be permitted.

Proposed development within the permit control area of the Provincial Highway may require an applicant to prepare a transportation impact assessment in accordance with the MTO's "General Guidelines for the Preparation of Traffic Impact Studies". The main purpose of a Traffic Impact Study is to demonstrate how the transportation impacts of a proposed development or redevelopment can be mitigated and addressed in a manner that is consistent with the objectives of MTO. The Traffic Impact Study also serves as the basis for the identification and evaluation of transportation related improvements or measures to be included as a condition of access approval.

Any new proposed access connection located on a municipal crossroad and within the MTO's permit control area shall meet MTO's access management best practices. All applicant's proposing severances, new development, changes to existing developments or land use changes that require an Official Plan Amendment or Zoning By-law Amendment within MTO's permit control areas are advised to consult with MTO prior to making formal submission of their application under the Planning Act, as access to the development is strictly controlled.

The Town and MTO will work cooperatively with respect to the planning of land development and associated access connections within MTO's permit control areas adjacent to all provincial highways and intersection within the Town, in order to protect the future safety, operation and capacity of both the provincial highway network and the Town's transportation corridors for the movement of people and goods.

In addition to all other requirements, development adjacent to the Provincial Highway requiring an amendment to this Plan, an amendment to the Zoning By-law or approval of a Plan of Subdivision shall demonstrate to the satisfaction of the Approval Authority and the Town that the expected level of noise is either within the Provincial criteria or is within a feasible range of attenuation. Where the Ministry's criteria are exceeded, a Noise Attenuation Report shall be submitted to and approved by the Approval Authority and the Town and its recommendations implemented.

6.1.2 Arterial Roads

Arterial roads form the main traffic routes for ingress and egress to the Town. They are also intended to provide fast efficient vehicular connections from one section of the Town to another. Parking, for the most part, is prohibited along these arterial roads.

6.1.3 Collector Roads

Collector roads such as Essex County Roads 8, 14, 18, 20, 23, 27, 29, 31, 34, 45, and 50 are intended to provide for the movement of moderate volumes of traffic between local roads and arterial roads, while at the same time providing access to abutting properties. Parking on collector roads may be restricted because of peak hour demands.

6.1.4 Local Roads

All other roads are expected to function as local roads during the planning period, providing direct access to various abutting land uses. Through traffic will be discouraged, and restrictions on short-term parking within the defined urban area will be minimal.

a) Special minimum right-of-way widths and other special restrictions (e.g. setbacks and access limitations to protect adjacent uses and maintain traffic flows) shall be as prescribed by the Province, the County of Essex or the Town, depending on the agency having jurisdiction. The implementing Zoning By-law shall make provisions for adequate setbacks for all new developments, having regard for both the width and function of the abutting road and in accordance with site plan control where deemed necessary.

b) To ensure that the Town continues to maintain a quality road system, the Municipal Council shall continue a policy of having a defined Road Needs Study Program to improve and maintain roadway surfaces, highway bridges, road alignments, intersections, pavement widths, etc., in accordance with the Development Standards Manual and the Town's ability to pay for the specific projects.

c) It shall be a further policy of Council to provide for the improvement of existing arterial, collector and local roads wherever possible when separated storm and sanitary sewers are installed or when Municipal Drainage Act projects are undertaken, to bring these roads to proper standards.

d) It shall further be a policy of Council that wherever possible roadside vegetation and tree planting shall be retained or replaced after road improvements have been completed.

6.1.5 Private Roads

The following will be the Policy of the Town:

a) For the purpose of this Plan, Private Roads are roads that are not owned or maintained by the Province, the County, or the Town or maintained by a Local Roads Board that service two or more properties in separate ownership.

b) Development on Private Roads and the creation of new Private Roads will only occur as roads internal to plans of condominiums.

c) New Private Roads, as part of a condominium, must directly connect to a public road which is maintained year-round.

d) New or extended Private Roads will be prohibited.

e) Direct access to existing Private Roads from existing abutting properties without road frontage or access may be permitted provided the access point is in a location where there are adequate sight lines considering the topography and the geometric design of the Town.

f) Private Roads may be assumed by the Town once they have been upgraded to an accepted municipal standard. However, the Town is not obligated to assume any road even if it has been brought up to an accepted municipal standard. The Town will not be responsible for upgrading Private Roads.

6.2 ACTIVE TRANSPORTATION

A shift towards active lifestyles and increasing demands for sustainable modes of transportation presents a need for a useful and accessible walking and cycling network in the Town. This Plan recognizes that bicycle and pedestrian trails and paths contribute to healthy communities and supports such sustainable modes of travel. The Town encourages the development and enhancement of pedestrian and shared use of non-motorized trails and bicycle routes within the Town and across the County, in support of the County Wide Active Transportation System (CWATS) Master Plan, as identified on Schedule "X".

The following will be the policy of the Town:

a) The Town will work towards providing safe bicycle and pedestrian paths, both separated from the roadway, on existing and proposed roads, on abandoned rail corridors, on utility corridors, and within parks and open spaces, as appropriate and in accordance with Section X.X.

b) The Town will consider adapting roads to provide safer travel for bicycles and pedestrians on road pathways, where feasible and appropriate.

c) The Town will undertake to interconnect existing walking trails and bicycle paths, where feasible and appropriate to provide continuous trail system linkages. Routes should provide continuous access between neighbourhoods, parks, schools, recreation facilities, the waterfront, business areas and other public buildings and services.

d) The Town will promote accessible and convenient trail systems within a reasonable distance from the target neighbourhoods and major destinations.

e) The Town will promote aesthetically pleasing trail systems, particularly for recreational purposes. Particular attention will be given to trail systems associated with natural assets including the waterfront, parks, and natural features.

f) The implementation of trail systems should be feasible given the consideration of the costs and benefits associated with the route selection. This should take into consideration the costs of healthy living, environmental sustainability, and the quality of neighbourhood character.

g) The Town will encourage the integration of bicycle path and walkway systems into the design of transportation facilities by including facilities such as sufficient and protected bicycle storage areas, places of employment and major community, institutional, educational, cultural and shopping locations, where appropriate.

h) The Town will implement and operate an effective trail system maintenance program.

i) The Town will promote opportunities for public access to the waterfront and the development of a waterfront trail system.

j) The Town will explore opportunities for the reuse of abandoned rail corridors for potential trail systems.

k) Throughout the Town there are a number of navigable waterways, including Cedar Creek, which flow into Lake Erie. The Town supports the provision of recreational trail opportunities and access along these waterways.

l) The Town will support the creation of the primary bicycle network as identified in the Town's Transportation Master Plan and Trails Master Plan.

m) The Town will support the implementation of the County Wide Active Transportation System (CWATS) Master Plan, as identified on Schedule "D.3". Furthermore, the Town will support the implementation of the Town's Parks and Recreation Master Plan and the Trails Master Plan to facilitate the development of a comprehensive and integrated active transportation network throughout the Town.

6.3 UTILITIES

6.3.1 Electrical Power Facilities

a) All existing electric power facilities and the development of any new electric power facilities that operate at 50 kilovolts and above, or facilities that transform from above 50

kilovolts to less than 50 kilovolts, including all works as defined in the Power Corporation Act, (such as transmission lines, transformer stations and distributing stations) shall be permitted in any land use designation without an amendment to this Plan provided that such development has been approved as applicable under the provisions of the Environmental Assessment Act and its regulations; the Green Energy And Green Economy Act and its regulations and a Renewable Energy Approval under O.Reg 359/09 of the Environmental Protection Act, and any other relevant statutes and regulations. Hydro One and E.L.K. shall be required to consult with the Town regarding the location of any and all new facilities including new transformer stations. However any use of lands, buildings or structures by Hydro One and/or E.L.K. that are subject to approval under the provisions of the Environmental Assessment Act and its regulations; the Green Energy and Green Economy Act and its regulations and a Renewable Energy Approval under O.Reg. 359/09 of the Environmental Protection Act, and any other relevant statutes and regulations shall be exempt from the policies of this Plan and the provisions of the Town's Zoning By-law.

b) Other electric power facilities, including buildings and facilities not used directly for the generation and supply of electric power, shall comply with the policies of this Plan and the provisions of the implementing Zoning By-law.

c) The above policies, however, do not preclude the Town's right to participate in discussions on the location criteria of new electric power facilities. Wherever practicable, single footing narrow base tower construction and existing rights-of-way should be used for new hydro transmission lines. Secondary land uses may be permitted on Hydro One and/or E.L.K. lands where deemed by Council to be compatible with adjacent land uses and by agreement with Hydro One and/or E.L.K.

d) The Town has adequate service to provide hydro to most new residential, agricultural, commercial, employment, or institutional development areas. The hydro service can be further extended as and when required such as when three-phase hydro is required to new greenhouse developments.

6.3.2 Other Utility Services

a) All existing facilities and the development of any new facilities associated with a public utility, telephone, cable transmission or other similar communications company or a gas distribution or a transmission company, shall be permitted in any land use designation

without an amendment to this Plan. The utility or company involved shall be required to obtain the approval of the Town regarding the location of any and all new facilities and buildings.

6.3.3 Energy Conservation, Air Quality and Climate Change

a) The Town will explore and promote the use of energy conservation and alternative energy sources as a means to improve air quality and adapt to climate change, while ensuring the appropriate development of energy supply including electricity generation facilities and transmission and distribution systems to meet the Town's needs. In all types of development proposals, designs which attempt to minimize energy costs for future residents, businesses and agriculture through road design, lot layout, building location and multi-unit design, and also maximize solar orientation and sun exposure, will be encouraged. In both development and redevelopment, innovative building designs and construction techniques that conserve energy and lead to a reduction of energy consumption will be encouraged. Energy conservation lighting and heating systems will be considered.

b) The use of programs which would assist in the reduction of energy use within existing buildings will be encouraged. The landscaping and sitting of buildings on a building lot to provide wind shelter and maximize sunlight exposure will be encouraged. The Town will encourage the use of amenities such as sidewalks and bicycle lanes within new residential developments and will also consider the provision of bicycle lanes and sidewalks along streets within existing residential areas.

c) The Town will promote opportunities to partner with infrastructure providers to increase access to electrical vehicle charging stations.

6.3.4 Renewable Energy Facilities

It is the policy of this Plan, that renewable energy projects and facilities developed under the Green Energy and Green Economy Act shall be encouraged. The Town will effectively participate in the review and public consultation process for the consideration of projects which require a Renewable Energy Approval in accordance with the Green Energy and Green Economy Act and its regulations. The Town will provide municipal comments which acknowledge the demand for service, the impact on the community, infrastructure and natural heritage features and systems.

6.4 MUNICIPAL SERVICES

6.4.1 Servicing Standards

All development within the Town of Kingsville shall be serviced in accordance with the Development Standards Manual which has been adopted by Council resolution and is amended from time to time.

6.4.2 Servicing Requirements

As required in Provincial Policy, this Plan directs growth in a manner that promotes the efficient use of existing municipal sewage services and municipal water services, as such municipal sewage services and municipal water services are the preferred form of servicing settlement areas. Sewage and water services shall apply to community structure policy areas and be provided in a manner that:

a) can be sustained by the water resources upon which such services rely;

b) is financially viable and complies with all regulatory requirements; and

c) protects human health and the natural environment.

It is the policy of this Plan to:

a) promote water conservation and water use efficiency;

b) integrate servicing and land use considerations at all stages of the planning process; and

c) allow lot creation only if there is confirmation of sufficient uncommitted reserve sewage system capacity and sufficient uncommitted reserve water system capacity within municipal services. The determination of sufficient uncommitted reserve sewage system capacity shall include treatment capacity for hauled sewage from private communal sewage services and individual on-site sewage services.

Full municipal sewage services and municipal potable water services are the preferred form of servicing for all areas. The use of private septic facilities within municipal sanitary sewage service areas shall not be allowed.

The use of private on-site sewage services shall only be allowed on lands where municipal sewage services are not provided, are not anticipated to be serviced by municipal sanitary sewage services within the time period of this Plan, are proposed outside of the established

municipal sanitary sewage service area, and only for new development of three or less lots or private residences and where site conditions are suitable for the long-term provision of such services.

Partial services (i.e. municipal piped water in the absence of municipal sanitary sewers, or municipal sanitary sewers in the absence of municipal piped water) shall only be permitted where they are necessary to address failed individual on-site sewage and/or failed individual on-site water services in existing development or along the waterfront area to allow for infilling and rounding out of existing development on partial services provided that development is within the reserve uncommitted sewage system capacity and/or reserve uncommitted water system capacity and site conditions are suitable for the long-term provision of such services.

Work on the completion of a comprehensive master servicing plan for future development in Kingsville is encouraged. Where appropriate, joint servicing plans are encouraged to ensure that infrastructure is built and maintained in a cost effective, environmentally sound and coordinated manner that meets the long-term needs of the community.

6.4.3 Staging of Development

It is the policy of this Plan to control the sequence of development within the Town where necessary, so that the financing and construction of public works can be undertaken without any undue financial hardship.

Generally for any new development, the developer must provide and pay for all internal services within a development area in accordance with municipal servicing requirements in effect.

6.4.4 Sanitary Sewage Collection and Treatment

The Town's present sewage system will require implementation of the planned improvements to adequately accommodate new residential, commercial, employment and institutional development in the urban centre area of the Town. All new development shall incorporate appropriate separation distances from sewage treatment works and sensitive land uses in accordance with the Provincial Guidelines. Municipal Sanitary Treatment and Collection Facilities have been identified on Schedule "E" to this Plan.

Full municipal sewage (sanitary and storm) and municipal potable water services are, wherever and whenever possible the preferred means of servicing within any designation.

All new development will be adequately serviced in accordance with the Town's requirements. Prior to the issuance of a building permit, this will mean that a developer will be required to enter into a servicing agreement with the Town, stipulating the services to be installed and the financial contributions necessary to improve existing services external to the subject property, in order to permit adequate servicing of the development proposal.

For lands where partial services (being municipal piped water in the absence of municipal sanitary sewers or municipal sanitary sewers in the absence of municipal piped water) exists, development will only be permitted on partial services to address failed individual on-site sewage and individual on-site water services within an existing development, and to allow for infilling or rounding out of existing development on partial services only if site conditions are suitable for the long term provision of such services.

All development throughout the Town will have to satisfy the Province and the requirements of the Town with respect to the collection and treatment of sanitary waste.

6.4.5 Water Supply And Distribution

The vast majority of the Town is now serviced with a municipal water supply which is obtained from the Union Water Treatment Plant located south of the Hamlet of Ruthven in the former Township of Gosfield South. Any properties not currently serviced by municipal water have private water facilities either in the form of dug or drilled wells.

Total water flows and pressures are considered good throughout the immediate urban centre of Kingsville and the Village of Cottam can easily accommodate both existing development and any future residential, commercial, employment or institutional development within these areas.

The existing water distribution system within the Kingsville Southwest Service Area is considered to have insufficient unreserved capacity to support any further development without having a significant detrimental impact on the remainder of the water distribution system until system improvements can be implemented.

There are also concerns in the rural areas of the Town where continued growth in the greenhouse industry, coupled with an increase in the farming practice known as drip irrigation for certain field specialty crops, will eventually utilize the majority of the water flow through

existing watermain infrastructure so that a municipal potable water supply becomes less available for human consumption and sanitary purposes.

Presently, the Town is attempting to deal with the situation by:

a) requiring greenhouse operations and other large indoor growing operations to provide on-site storage and rate-of-flow control facilities in order to spread water demand more uniformly thereby reducing the peak water demand and achieving economy of operation;

b) recommending that greenhouse operations and other large indoor growing operations with large watercourses nearby obtain raw water from the surface watercourse and utilize the municipal water supply for back-up purposes only. If greater than 50,000 litres of water a day is to be taken from the surface watercourse(s), this approach requires the issuance of a Permit to Take Water (PTTW) under the Ontario Water Resources Act from the Province prior to the taking of water. Similarly, if groundwater is drawn at a rate of greater than 50,000 liters of water a day, this approach requires the issuance of a PTTW from the Province under the Ontario Water Resources Act prior to the water taking. Considerations as to whether a PTTW will be issued will include, but may not necessarily be limited to, the size, nature, existing use and sensitivity of the surface watercourse and ground water resource as well as the submission of a Hydrogeological Study to demonstrate that that the existing water balance will be maintained (i.e. there will be no reduction in recharge);

c) requiring that greenhouse operations and other large indoor growing operations to implement a water recycle system would allow reclamation and reuse of most of the water thereby reducing the demand on the water system by as much as 20 to 30 percent;

d) the Town shall require that greenhouse farming, which is currently permitted in all “Agriculture” designated and zoned areas, be allowed to only establish and operate in locations where servicing in the form of an adequate municipal water supply together with properly sized watermain infrastructure can be more readily supplied.

It is anticipated that the water supply and transmission problems to the agricultural area will be dealt with in a manner which will support the well-being of the present residents and the future growth of the Town.

6.4.6 Storm Water Management

The topography of the Town is very flat and is drained by an extensive network of inland watercourses, municipal drains and mechanical pumping schemes where low lying lands are below lake level.

Stormwater management facilities shall be provided in accordance with the following:

a) Stormwater management will be required for all development in the Town to ensure that runoff is controlled such that development does not increase peak flows to any greater extent than pre-development runoff in watercourses that impact on downstream flooding and to also institute runoff control to prevent the accelerated enrichment of watercourses and Lake Erie from pollutants.

b) Prior to development approval of subdivisions or applications involving significant lot creation and/or development, the Town will require the preparation and approval of a stormwater management plan, which either implements the management concept of the Subwatershed Study, if prepared, or is acceptable to the Town, relevant Conservation Authority and the Province, and is completed in accordance with guidelines of the appropriate Conservation Authority and the current Provincial Stormwater Planning and Design Manual.

c) The Ministry of Transportation will be consulted in relation to stormwater management plans and facilities in proximity to Provincial Highways. The Ministry of Transportation requires the submission of a Stormwater Management Report, where applicable, for their review and approval, to ensure that stormwater runoff from any proposed development does not affect the Provincial highway drainage system or right-of-way. The Province also requires that a Stormwater Management Plan be designed in accordance with the current provincial standards as it may be amended from time to time and that it addresses pollutants/nutrient loadings on Lake Erie. The Town will require developers to undertake stormwater management pursuant to current legislation in order to address these issues. The Town will also incorporate these requirements into the Zoning By-law and the development agreements. Stormwater management facilities will be owned, operated and maintained by the Town into perpetuity.

d) Stormwater management facilities shall not be permitted within areas designated “Environmental Protection Areas” or “Environmental Significant Areas”.

e) It is the preference of the Town that all stormwater related to new development will be managed by regional facilities, where feasible. No new development will have a negative impact on the drainage characteristics of adjacent land.

f) Stormwater management facilities will be designed to manage stormwater quality and quantity, at an appropriate level, as defined by the most current Province's Stormwater Planning and Design Manual, in consultation with the appropriate Conservation Authority, and the statutory approval authority for the stormwater works being proposed. The integration of natural vegetative features adjacent to and within new facilities will be encouraged where appropriate, and the naturalization of the periphery of the existing stormwater management facilities is encouraged.

g) In Settlement Areas it may be necessary for some storm sewer oversizing and deepening to occur. The design and construction of all storm sewers and improvements to natural watercourses shall have sufficient capacity to serve all areas which ultimately may be connected to sewers or open watercourses. Modifications to existing natural watercourses will only be undertaken where natural features can be integrated with the optimal design ensuring quality and quantity impacts are mitigated, and subject to approvals from the Town and Conservation Authority, where required. In reviewing individual development applications, the Town will, where applicable, require developers to utilize appropriate stormwater management techniques to minimize erosion and siltation of watercourses and open drains and to not adversely affect upstream or downstream property owners.

h) The Town will encourage the preparation of stormwater management plans on a watershed or subwatershed basis.

i) Prior to development approval, the development proponent will consider, where appropriate, enhancing the vegetation, wildlife habitats and corridors in and along the stormwater management system and the receiving watercourses.

j) Prior to development approval, the proponent will provide, where appropriate, public access to and along the stormwater management system and the receiving watercourse where such areas can be used to form part of a natural trail or open space system. Roads and sidewalks within the study area will be required to provide access to these natural areas. The use of dry ponds which can be located adjacent to parkland for the purpose of maximizing the space available for public use is encouraged. Wet ponds are

encouraged to be incorporated into subdivision design as aesthetic features of the community.

k) In order to ensure that the size, configuration and grade of the land surrounding the facility can be efficiently programmed as a component of a trail or open space system, it may be necessary to prepare a landscape design prior to development approval.

l) It is the position of the municipality that the areas required for stormwater management will not be considered toward the parkland dedication. However, the development of these areas into parkland facilities, such as the provision of asphalt paths, may be considered as an alternative to a portion of cash-in-lieu of parkland contribution. The provision of additional land to facilitate the use of these areas as parkland may also be considered.

m) The Town will ensure that the design of stormwater management facilities considers long-term maintenance and safety requirements.

n) The Town will seek to implement the recommendation of the Regional Stormwater Management Guidelines.

6.4.7 Waste Disposal Sites

Any development proposed within 500 metres of the perimeter of the fill area associated with any active or former waste disposal site shall be restricted, unless it has been demonstrated that there is no evidence of leachate, landfill generated gas migration including, but not necessarily limited to, methane gas, or other contaminants present in the soils or groundwater supply. Proponents of development on, or within 500 metres of the perimeter of the fill area associated with any active or former waste disposal site shall prepare a report, prepared by a qualified professional, to the satisfaction of the municipality, in accordance with Provincial guidelines, that demonstrates that there is no evidence of leachate, landfill generated gas migration including, but not limited to, methane gas or other contaminants present in the soils or groundwater, surface runoff, vermin, visual impact and ground settlement.

Development will be restricted if the active and/or former waste disposal site poses any adverse environmental effects or risk(s) to public health and safety. If significant impacts are encountered at or beyond 500 metres, the study area within which an assessment is undertaken will be expanded as deemed appropriate. In exceptional hydrogeologic situations, such as areas of fractured rock or sand, where it is anticipated that leachate or

landfill generated gas, including, but not necessarily limited to, methane gas, could migrate beyond 500 metres and pose a problem, hydrogeologic and/or engineering studies beyond 500 metres of the perimeter of the fill area will be conducted.

Where development is located or proposed on a waste disposal site, no official plan amendment, zoning by-law amendment or building permit will be adopted or granted until the Province is appropriately consulted, and Section 46 Approval under the Environmental Protection Act is obtained from the Minister of the Environment, if it is, in fact, determined to be applicable.

All known active and former waste disposal sites within the Town of Kingsville and those in adjoining municipalities within 500 metres of the municipal boundary have been identified on Schedule “E” to this Plan.

SECTION 7 LAND DIVISION POLICIES

This section shall form the basis for decisions on all applications for the division of land within the Town of Kingsville.

7.1 GENERAL

The division of land shall generally occur by registered plan of subdivision or the consent process in accordance with the policies of this Plan. A plan of subdivision will be required for development where 4 or more new lots are proposed or for any number of lots where service extensions are required.

The division of land will only be allowed if the proposed lots conform to the policies of this Official Plan and comply with the provisions of the Zoning By-law for the Town which shall establish minimum lot frontages and areas in accordance with Provincial, County and municipal requirements established at the time of approval of this Plan. Where any by-law amendment or minor variance is necessary, it shall be a condition of the consent or plan of subdivision approval.

The division of land shall not be allowed where development could occur on lands subject to flooding, erosion or unstable conditions or any other physical limitation as determined by the Town in consultation with the Essex Region Conservation Authority.

The division of land which is adjacent to a Provincial Highway shall be designed in accordance with the policies, standards and requirements of the MTO and such lots shall be oriented to back onto the Provincial Highway and front onto a local internal street.

7.2 PLANS OF SUBDIVISION

In considering applications for proposed plans of subdivision, Council shall have regard to the policies of this Plan as well as those matters outlined in Section 51 (24) of the Planning Act.

New plans of subdivision where four or more lots are proposed shall only be permitted if adequate potable water supply, sanitary sewage treatment and disposal, and stormwater management can be provided in accordance with this Plan, and to the satisfaction of the County, Town and the statutory approval authority having jurisdiction.

The following policies will apply to plans of applications for approval of a draft plan of subdivision or condominium subdivision:

a) The provisions of the *Planning Act* relating to subdivision control, including subdivision agreements and part-lot control, will be used by Council to ensure that the land use designations and policies of this Plan are complied with, and that a high standard of design is maintained in all development.

b) Prior to approval of an application for plan of subdivision or plan of condominium, the proponent, in consultation with the Town, will confirm the availability of adequate servicing infrastructure and allocation, waste collection and disposal services, and roads, pedestrian pathways and public transit rights-of-way.

c) Applications for plan of subdivision or plan of condominium approval will be considered premature if appropriate services and servicing capacity is not available. Additionally, Council may consider other criteria as reason to deem an application for plan of subdivision or plan of condominium approval to be premature.

d) All lots within a plan of subdivision will have frontage on a public road maintained on a year round basis, constructed to an acceptable Town standard. Plans of condominium will have access to a public road maintained on a year round basis, however, it is recognized that development within the condominium plan may occur on private roads.

e) Natural heritage features and functions will be protected and preserved in the design of any plan of subdivision or condominium. The Town will explore opportunities to implement the policies of Section X.X relating to the establishment of natural heritage linkages. The Town may require the dedication of lands that it determines to be part of the natural heritage system as part of the conditions of approval.

f) All new plans of subdivision, as part of a planning justification report, must address the provision of affordable housing and how it is conforming to the target identified in Section X.X of this Plan;

g) Plans of subdivision or condominium will be appropriately phased to ensure orderly and staged development.

h) All plans of subdivision will be subject to a subdivision agreement between the Town and the development proponent.

i) All plans of condominium will be subject to a development agreement between the Town and the development proponent.

j) Parkland dedication will be provided pursuant to Section X.X of this Plan. Land to be dedicated for park purposes must be acceptable to the Town. Under no circumstances will the Town be obligated to accept parklands being offered in a proposed plan of subdivision.

k) The Town will consult with the appropriate Conservation Authority and the Province, as well as other relevant agencies, in considering an application for approval of a plan of subdivision or condominium.

l) In recommending approval to a draft plan of subdivision, the Town may request that the approval lapses at the expiration of a specified time period, being not less than 3 years. The County, in consultation with the Town may extend the approval time period, prior to its expiration.

m) The Town may request that the County, withdraw the approval of a draft plan of subdivision or change the conditions of such approval at any time before the final approval of the plan of subdivision.

n) The Town may consider passing a By-law under the provisions of the *Planning Act* deeming old registered, undeveloped plans which are inadequate due to matters such as lot size, unsuitable access or undesirable location, not to be registered.

o) The Town will consider the policies of this Plan in totality to determine the information required by an applicant to form a complete application for approval of a plan of subdivision.

7.3 CONSENTS

In considering applications for consent, Council and the Committee of Adjustment shall have regard to the policies of this Plan, to those matters outlined in Section 53(2) of the Planning Act and to the following general and specific policies:

a) three new lots or fewer may be created by consent provided: the proposed use is permitted in this Plan, the Town is satisfied that a plan of subdivision is not required, adequate access can be provided, adequate potable water supply, sanitary sewage treatment and disposal and stormwater management can be provided in accordance with

this Plan, all to the satisfaction of the Town, and the proposed lots comply with the Zoning By-law;

b) consents should be granted only when the land fronts on an existing public road which is of a reasonable standard acceptable to the Town and/or the Province or the County of Essex;

c) consents, in any designation, on private roads or rights-of-way should be discouraged and only permitted in limited cases where it is a single infill lot and satisfy all other requirements of this Plan;

d) consents should be used as a vehicle to provide for infilling in existing built-up areas between residential lots on the same side of the road;

e) the size of any parcel of land created by consent should be appropriate for the use proposed, considering the public services available and the soil conditions, and in no case should any parcel be created which does not conform to the minimum provisions of the implementing Zoning By-law. The consent granting authority may exercise its powers under Section 45(1) of the Planning Act when reviewing the appropriateness of the proposed shape, size, or configuration of any proposed lot;

f) consents should not be granted adjacent to a road where traffic hazards due to limited sight lines on curves would be created or proximity to intersections;

g) regard should be had to the compatibility of the proposed use with uses in adjacent areas and the potential effects of such use on the surrounding area;

h) a cultural heritage and/or archaeological resource assessment may be required for any lands to be subdivided. The assessment and the conservation of any significant cultural heritage resources identified through the assessment will be a pre-condition of any consent;

i) consents for mortgage purposes, not in the “Agriculture” designation, may be allowed if the use of land does not change as a result of the mortgage. The Committee of Adjustment shall use Section 50(16) of the Planning Act to ensure that once the mortgage has been discharged, a further consent would be required to transfer or sell off the parcel that was subject to the mortgage;

j) consents for lot adjustments or minor boundary changes are permitted provided both

parcels comply with the provisions of the implementing Zoning By-law and the consent is granted conditional to Section 50(3) or (5) of the Planning Act;

k) the division of land will only be allowed when it has been established that soil and drainage conditions for all parcels involved are suitable:

    i. to permit the proper sitting of a building:

    ii. to obtain a sufficient and potable water supply;

    iii. to provide adequate means of potable water supply, sanitary sewage treatment and disposal, and stormwater management in accordance with the provisions of this Plan, to the satisfaction of the Town and the statutory approval authority having jurisdiction;

l) when considering consents involving lands within 120 metres of any active Licenced Aggregate Extraction Operation, the Committee of Adjustment will give consideration to possible incompatibilities which could result from the noise, dust, vibration and traffic associated with the Mineral Aggregate Resource use;

m) when granting consent applications or plans of subdivision, Council and the Committee of Adjustment will give consideration to the following requirements which may be included as a condition of the consent:

    i) the parkland dedication and/or cash-in-lieu of parkland dedication policies of Section 3.5.2 will apply.

    ii) any road widening is required to be dedicated to the Town, County or Province;

    iii) the Town's implementing Zoning By-law is to be amended to permit the proposed use, if necessary, prior to any certificate under Section 53(21) of the Planning Act being endorsed on the transfer deeds;

    iv) that the applicant enter into an Agreement to construct and/or maintain any drainage facilities servicing the agricultural sector which traverse the subject property;

    v) that the applicant, if required, agree to construct and/or maintain fences around the proposed lot;

    vi) that access to the property be constructed to the satisfaction and requirements

of the Town and other appropriate agencies;

7.3.1 Agriculture Land Division

The following specific policies shall apply to those lands designated “Agriculture” on Schedule “A” of this Plan. Lot creation in the Agriculture designation will be generally discouraged, all division of land shall occur through the consent process and such consents shall only be permitted in accordance with the policies outlined below.

7.3.1.1 Division of Farm Lots

A consent may be granted for agricultural uses and agriculture-related uses to permit a farm lot to be divided into two farm lots provided each lot, both retained and conveyed, meets the following requirements:

a) for agricultural uses, each lot is of a size that is appropriate for the type of agricultural use that is common in the area;

b) for agriculture-related uses, the new lot will be limited to a minimum size need to accommodate the use and appropriate sewage and water services;

c) each lot is sufficiently large to maintain flexibility for future changes in the type and size of the agricultural operation;

d) each lot shall have a minimum lot area of 40 hectares;

e) each lot shall comply with the Minimum Distance Separation requirements;

f) notwithstanding item d) above, in the case of a specialty crop operation as established by the Provincial evaluation procedures, a smaller parcel size may be permitted subject to demonstrating that the size of the retained and severed parcels is appropriate.

7.3.1.2 Residence Surplus to a Farm Operation

A consent may be granted to sever a dwelling that is considered surplus to the needs of the farm operation as a result of the consolidation of an additional farm lot provided that:

a) the size of a lot for a residence surplus to a farming operation should be limited in area consistent with the standards outlined in Provincial Policy Statement. Lots larger than 0.8 ha will require the proponent to demonstrate the need for the additional lands but at no time should include lands that are currently, or previously, farmed as of the date of adoption of this plan;

b) barns in close proximity to a residence surplus to a farming operation that are in a state of disrepair are to be removed as a condition of consent approval. Buildings and structures still actively used as part of a farming operation should not be included with a proposed surplus dwelling lot. Buildings capable of housing livestock shall be decommissioned to the satisfaction of the Town;

c) the surplus residential dwelling must have been in existence prior to the date of the adoption of this plan and in a habitable condition;

d) the approval of any consent to permit the severance of a surplus dwelling shall be conditional upon rezoning the vacant remnant parcel of farmland resulting from the severance to prohibit new residential dwellings; and

The creation of new residential lots in the Agriculture designation shall not be permitted except in accordance with the above policies.

7.3.1.3 Lot Additions

Lot additions or adjustments for lands within the agricultural area may be permitted for legal or technical reasons provided that:

a) both parcels comply with the provisions of the Zoning By-law;

b) the consent is granted subject to Section 50(3) or (5) of the Planning Act, R.S.O. 1990

c) a minor boundary adjustment does not result in the creation of a new lot not otherwise permitted.

7.3.1.4 Infrastructure

Lot creation for lands within the agricultural area may be permitted for infrastructure, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.

SECTION 8 IMPLEMENTATION AND INTERPRETATIONS

The policies in this section apply to the implementation and interpretation of this Plan.

8.1 GENERAL

This Plan shall be implemented by means of the statutory powers conferred upon the Council and other municipal officials by the Planning Act, the Municipal Act, the Development Charges Act and any other powers as may be exercised through the implementing Zoning By-law, subdivision agreements, site plan control, development agreements and standards of maintenance and occupancy by-laws.

8.2 COMMITTEE OF ADJUSTMENT

It is intended that the Town will continue to maintain a Committee of Adjustment under the provisions of the Planning Act to preside over consent, minor variance and non-conforming use applications. The Committee shall be guided by the policies of this Plan and the requirements of the Zoning By-law in making decisions on applications. Furthermore, the Town may adopt a by-law to establish criteria that must be complied with, for the Committee of Adjustment in considering minor variance applications, or alternatively, criteria which may be prescribed by the Province.

8.3 COMMUNITY IMPROVEMENT

Community improvement initiatives will be used to revitalize existing planning districts, neighbourhoods, corridors or any other identified area in decline or in transition from one land use to another. The Town will support the preparation and implementation of Community Improvement Plans for Cottam, Ruthven, Kingsville and the larger Industrial or Commercial areas within Kingsville.

8.3.1 Goals

a) to use community improvement plans to revitalize areas in decline or in transition from one land use to another;

b) to establish minimum standards for building and property maintenance and occupancy;

c) to encourage the preservation, rehabilitation, renewal and reuse of heritage resources;

d) to establish partnerships with the community to revitalize and strengthen neighbourhoods; and

e) to use community improvement plans to encourage the provision of affordable housing.

8.3.2 Policies

a) Council may designate, by by-law, a Community Improvement Project Area in accordance with the Planning Act to revitalize neighbourhoods or any identified area in decline or in transition from one land use to another;

b) a Community Improvement Project Area may include any area within the Town, or the entire Town. Specifically, project areas that have any of the following characteristics shall be considered:

c) residential areas where the housing stock is in need of maintenance, rehabilitation and/or repair;

d) declining commercial or mixed-use areas where there are a number of vacant or under utilized properties;

e) declining or obsolete industrial areas;

f) areas in which there are land use conflicts as a result of incompatible uses;

g) areas that have deficient municipal services such as parks, walkways, sanitary and storm sewers, waterlines and roads;

h) areas that have the potential to be new employment areas.

i) where Council authorizes the preparation of a Community Improvement Plan, it shall be prepared in accordance with the Planning Act and shall contain the following information:

    i. a statement of the basis or rationale for the preparation of the Community Improvement Plan;

    ii. a description of the project area including a map;

    iii. a statement of the desired purpose of the Community Improvement Plan;

    iv. the goals and policies for the Community Improvement Area;

    v. provisions for the revitalization of land and buildings and the acquisition, sale or lease of lands or buildings acquired by the Town to facilitate community improvement;

vi. provisions for the establishment and/or distribution of grants or loans for the purpose of revitalizing the area;

j) Council shall provide an opportunity for public input on the Community Improvement Plan in accordance with the Planning Act;

k) Council shall dissolve a Community Improvement Area in accordance with the Planning Act once it has been determined that the purpose for the Community Improvement Plan has been accomplished;

l) Council shall continue to enforce its Property Standards and Occupancy By-law;

m) Council may contribute funding toward the revitalization of areas through the capital works budget for projects including, but not limited to, streetscape improvement, infrastructure improvements, the provision and upgrading of open space areas and the provision and upgrading of community facilities within a designated Community Improvement Project Area.

8.4 COMPLETE APPLICATIONS

In order to consider a planning application as complete as set out in the Planning Act and to ensure that all applicable information is provided during the preliminary stages of the planning process for Council and/or its designated approval authority to make informed decisions within the prescribed time periods of the Planning Act, the Town shall require the following conditions to be satisfied:

a) pre-consultation has taken place with a municipal planning official and any other Approval Authority, regarding the nature of the planning approvals required;

b) the need for one or more support studies has been identified by the Town and the applicant notified;

c) a plan of survey and or other acceptable legal land description has been submitted along with full disclosure regarding land owner, agent and applicant;

d) all application fees and deposits are submitted;

e) all required supporting studies, developed to the satisfaction of the Town, are submitted; and

f) that for the purposes of a consent, the provision of a survey of the smaller of the two lots

may be acceptable provided it satisfies the requirements of the Registry Act and the regulations thereto.

The Town may require any of the additional information (e.g. studies/assessments) to be peer reviewed on behalf of the Town at the applicant's expense.

8.4.1 Additional Information Requirements

Support studies required as part of a complete application will comprise one or more of the following:

a) Agricultural Impact Assessment

b) Archaeological Assessment;

c) Environmental Impact Assessment or Screening Report;

d) Fire Safety Plan will be required for all new and existing buildings to be used

e) Functional Servicing Report

f) Groundwater Impact Assessment

g) Heritage Assessment/Impact Study;

h) Hydrogeological Study

i) Hydrological Study

j) Hydraulic Floodway Analysis and Detailed Flood Line Mapping Study

k) Landscaping Plan;

l) Lighting or Photometric Study;

m) Market Impact Assessment;

n) Master Environmental Servicing Plan

o) Natural Site Features Inventory and Preservation Plan;

p) Noise and Vibration Study;

q) Odour/Ventilation Plan to mitigate noxious odours being released into the atmosphere that may cause discomfort for neighbouring properties

r) Parking Study

s) Phase I Environmental Site Assessment (ESA) or Site Screening Questionnaire, where a Phase 1 Environmental Site Assessment is not required

t) Planning Justification Report;

u) Record of Site Condition (RSC)

v) Retail Market Impact Study

w) Risk Management Plan;

x) Shoreline Erosion or Coastal Engineering Study

y) Species at Risk Assessment;

z) Stormwater Management Report;

aa) Transportation Impact Assessment;

bb) Urban Design Study;

cc) Waste Management Plan that identifies how all waste (solid and liquid) will be managed;

dd) Watershed/Subwatershed Plan;

ee) Such other studies or combination of studies specifically identified elsewhere in this Plan or deemed necessary to properly evaluate the desirability and impacts of the proposed development, in a manner satisfactory to the Town and other approval authorities having jurisdiction.

8.5 COUNTY OFFICIAL PLAN AND PROVINCIAL POLICY

It is the opinion of the Council for the Town of Kingsville that the designations and policies contained within this Official Plan are in conformity with the County Official Plan and are consistent with Provincial Policy.

In the event of a conflict between the County of Essex Official Plan and the Town of Kingsville Official Plan, the County Official Plan prevails.

8.6 DEVELOPMENT CHARGES ACT

In accordance with the provisions of the Development Charges Act, the Town has duly passed and enacted a Development Charges By-law which has the effect of ensuring that the majority of long-range expenses incurred as a result of new development will be borne by the land developers and not the Town at large.

8.7 LAND USES

8.7.1 Existing Land Uses and Buildings

Certain lands within the Town have been developed with a land use other than that which is intended by the designations and policies of this Plan. Some of these uses are still operating but some have ceased to exist leaving substantial vacant buildings, most commonly commercial or industrial in nature. Provided these uses legally existed prior to the date of adoption of this Plan, they may be recognized as legal conforming uses in the implementing Zoning By-law. Further, the zoning of the lands which these uses and/or buildings occupy may also permit a limited range of similar or related uses provided the following criteria are met:

a) the zoning does not permit any change of performance standard that aggravates any situation detrimental to adjacent complying uses;

b) any air and sewage discharges from the use, and water takings associated with the use, are capable of obtaining, and will apply for, a Certificate of Approval/Permit To Take Water (as applicable) from the Province and, furthermore, will not interfere with the normal enjoyment of property;

c) the use does not interfere with the desirable development or enjoyment of the adjacent area;

d) the use does not constitute a danger to surrounding uses and persons because of its hazardous nature or traffic generated.

Applications to amend the Zoning By-law to permit a use that is as, or more compatible with the surrounding area may also be approved by Council without an amendment to this Plan provided the proposed use satisfies the above criteria.

There are also a number of parcels that have current zoning that is not in conformity with this Plan. The current zoning can be carried forward in the Zoning By-law without the requirement of amending this Plan.

Based on some of the existing uses, the land cannot be returned to agriculture due to ground disturbance, lot size, acquired value, etc. They may be recognized and zoned for the existing use unless they are highly incompatible with local agricultural uses. If recognized in the Zoning By-law, they should be zoned on a site-specific basis only permitting the existing use.

If a particular existing use ceases to exist, the land may be rezoned to permit another non-conforming use provided no greater incompatibility with agricultural uses will result.

8.7.2 Non-Conforming Land Uses

Any land use which does not meet the provisions of Subsection 8.7.1 shall be left as a non-conforming use in the implementing Zoning By-law. As a general rule, such a use should cease to exist in the long term. In special circumstances, however, it may be desirable to permit the extension or enlargement of such non-conforming use in order to avoid unnecessary hardship. It is the intention of this Plan that extensions and enlargements be handled without an amendment to this Plan. When considering an application for the extension or enlargement of a use which does not conform to the implementing Zoning By-law, Council or the Committee of Adjustment shall decide if the special merits of the individual case make it desirable to grant permission for the extension or enlargement of the non-conforming use, and in so doing shall have regard to the following matters:

a) the proposed extension or enlargement of the established non-conforming use shall not unduly aggravate the situation created by the existence of the use, especially in regard to the policies of this Official Plan and the implementing Zoning By-law applying to the area;

b) the proposed extension or enlargement shall be in an appropriate proportion to the size of the non-conforming use established prior to the passing of the implementing Zoning By-law;

c) an application which would affect the boundary areas of different land use designations will only be processed under these policies if it can be considered as a "minor adjustment" permitted under the interpretation clause, subsection 8.11.2 of this Plan, without the need for an amendment. Any major variance will require an amendment to this Plan;

d) the characteristics of the existing non-conforming use and the proposed extension or enlargement shall be examined with regard to noise, vibration, fumes, smoke, dust, odours, lighting and traffic generation;

e) the neighbouring sensitive land uses will be protected, where necessary, by the provision of areas for landscaping, buffering or screening, appropriate setbacks for buildings and structures, devices and measures to reduce nuisance, and where necessary, by regulations for alleviating adverse effects caused by outside storage, lighting, advertising signs, etc. Such provisions and regulations shall be applied to the proposed extension or enlargement, and where feasible, also extended to the established use in order to improve its compatibility with the surrounding area;

f) traffic and parking conditions in the vicinity shall not be adversely affected by the application, and traffic hazards will be kept to a minimum by appropriate designs of ingress and egress points to and from the site and improvement of sight conditions, especially in proximity to intersections;

g) adequate provisions have been, or will be made for off-street parking and loading facilities;

h) applicable municipal services such as storm drainage, sanitary sewage collection and disposal and potable water treatment and supply are adequate and meet with the approval of the Province and/or the applicable statutory approval authority having jurisdiction.

8.8 LOTS OF RECORD - EXISTING

There are several existing lots of record in the Town which are under separate ownership and which do not conform with the development standards of the designation or the corresponding zone in the implementing Zoning By-law. Notwithstanding their non-compliance, it is the policy of this Plan that these lots may be developed for a use permitted by this Plan in accordance with the requirements established in the implementing Zoning By-law provided:

a) the lot abuts an existing public road of a standard of construction acceptable to the Town and/or the County of Essex and/or the Province;

b) the necessary approvals are obtained from the Province and/or the applicable statutory approval authority having jurisdiction;

c) the lot is serviced by an existing municipal potable water supply or by a private potable water supply which is capable of providing an adequate supply of potable water for the intended use without causing any well water interference with other existing users of that groundwater resource;

d) the development is in compliance with the Minimum Distance Separation requirements.

8.9 LEGISLATION PURSUANT TO THE MUNICIPAL ACT

It is intended that the Town shall review existing legislation pursuant to the Municipal Act governing such uses as automobile wrecking yards, trailers, fences and signs and, where

necessary, amend existing by-laws or pass new by-laws as may be required to ensure such uses are properly regulated and controlled.

8.10 PROPERTY STANDARDS BY-LAW

The Town will continue to enforce its property standards by-law for all existing and future development in accordance with the provisions of the Building Code Act. This by-law establishes the minimum standards for property maintenance and occupancy as they relate to:

a) the physical conditions of yards and passageways;

b) the adequacy of sanitation including drainage and garbage;

c) the physical condition of all structures with particular regard for the following:

   i. structural standards;

   ii. lights and ventilation;

   iii. condition of stairs;

   iv. interior walls, ceilings and floors;

   v. toilet facilities;

   vi. condition of chimneys;

   vii. heating systems;

   viii. electrical service;

   ix. access.

The Property Standards By-law for the Town will be enforced and maintained by the Chief Building Official and/or any other person designated by the Town. A Property Standards Committee will also be maintained to review and provide decisions with respect to any and all appeals.

8.11 OFFICIAL PLAN

8.11.1 Amendment Procedures

Should changing conditions necessitate the need for an amendment of the Official Plan or the Zoning By-law, in accordance with the Planning Act, due regard shall be given to the following criteria:

a) the need for the proposed use;

b) the extent to which the existing areas in the proposed categories are developed, and the nature and adequacy of such existing development;

c) the physical suitability of the land for such proposed use, and in the case of lands exhibiting a potential hazard, consideration shall be given to:

   i. the existing environment and/or physical hazards;

   ii. the potential impacts of these hazards; and

   iii. the proposed methods by which these impacts may be overcome in a manner consistent with accepted engineering techniques and resource management practices;

d) the location of the area under consideration with respect to:

   i. the adequacy of the existing and proposed highway system in relation to the development of such proposed areas;

   ii. the convenience and accessibility of the site for vehicular and pedestrian traffic, and the traffic safety in relation thereto; and

   iii. the adequacy of the potable water supply and distribution system, sanitary sewage collection and treatment facilities, stormwater management facilities, and other municipal services in view of the policies contained in this Plan;

e) the compatibility of the proposed use with uses in adjoining areas;

f) the impact of such proposed use on the surrounding areas with respect to any possible depreciating or deteriorating effects;

g) the potential effect of the proposed use on the financial position of the Town and its capacity to provide proper municipal services;

h) the potential effect of the proposed use in relation to the intent and implementing regulations of the Environmental Protection Act, Ontario Resources Act, Pesticides Act, Safe Drinking Water Act and Environmental Assessment Act;

i) the regulations of the Essex Region Conservation Authority;

j) compliance with the general development policies and the more specific and relevant land use policies of this Plan, as well as the specific requirements for the particular use in the Zoning By-law;

k) conformity with the County Official Plan and Provincial Policy; and

l) Where an application for an amendment to this Plan is refused by Town Council and a notice of appeal is filed, the Town may pursue mediation, conciliation or other dispute resolution techniques in an attempt to resolve the dispute, in accordance with the requirements of the Planning Act.

Proposals for expansions to designated settlement areas will require an amendment to this Plan and the County Official Plan through a County Comprehensive Review or a Local Comprehensive Review, in accordance with the policies of Section 1.X of this Plan, and the provisions the Provincial Policy Statement. Proposals for the conversion of employment lands to non-employment uses will require an amendment to this Plan, through a Local Comprehensive Review, in accordance with the policies of Section 1.X of this Plan, and the provisions the Provincial Policy Statement.

8.11.2 Interpretation

The intent of the Plan shall, in all cases, be considered flexible, and no strict interpretation of any figure or policy statement is intended. Appropriate variations may be made to these and to the other statements herein where, in the opinion of Council, they are deemed to be necessary for the desirable development of the planning area, provided that the general intent of the Plan is maintained. Amendments to the Plan are not required in order to make minor adjustments to the land use boundaries provided the intent of the Plan is preserved and the land use does not exceed the boundaries of the established settlement area, existing lot lines, or delineated natural heritage features.

8.11.3 Other Methods of Implementation

The Town may use the agencies and techniques listed below to assist in the implementation of Official Plan policies as appropriate:

a) the assistance and advice of the Essex Region Conservation Authority on identifying the extent of the flood plain or flood prone areas, and identifying adequate flood protection measures and other related matters;

b) the assistance and advice of the Province and the local municipal inspectors regarding various servicing matters.

8.11.4 Review

The policies of this Plan are designed for effective use over a planning period of approximately twenty years or until 2031, in accordance with the County of Essex Official Plan. The Plan shall undergo a review every ten years after the Plan comes into effect as a New Official Plan, and every five years thereafter, unless the Official Plan has been replaced by another new Official Plan. The purpose of the review will be to:

a) document the type and location of new development that occurred during the preceding five-year period;

b) project future population and household increases, and identify development prospects during the subsequent 5 to 10 year period;

c) consult the general public and special interest groups on the continued appropriateness of the Plan's goals, policies and designations;

d) formulate revisions or new goals, policies and designations as required;

e) policies on employment lands are to be confirmed or amended during the course of the five year review of the Plan;

f) to ensure conformity to the policies and the Land Use designations of the County of Essex Official Plan, as it may be amended from time to time; and

g) monitor annually the supply and number of draft approved and registered vacant lots within the Town, and the number of new residential units occurring by way of intensification and redevelopment, and submit to the County.

8.12 PLANS OF SUBDIVISION

It shall be the policy of the Town, to recommend for approval, only those plans of subdivision which comply with the provisions of this Plan, which can be supplied with adequate servicing such as fire protection, potable water supply, storm drainage and sanitary sewage collection and treatment facilities to the satisfaction of the Town and the statutory approval authority having jurisdiction, and which are appropriate in light of the Town's capital budget and schedule.

8.13 PUBLIC NOTIFICATION PROCEDURES

Prior to the Municipality adopting an amendment to this Plan or approving a Zoning By-law, it shall provide adequate information to such boards, agencies or commissions that may have an interest and to the general public pertaining to the application and at the scheduled Public Meeting and/or meetings. Such information, notices and public meetings shall be in accordance with the provisions of the Planning Act.

Applications to amend the Zoning By-law that are required as a condition of a Committee of Adjustment consent to sever approval shall have alternate notice procedures as follows:

a) the notice of public meeting shall only be sent to everyone who attended the Committee of Adjustment meeting or who requested a copy of the notice in writing to the Secretary-Treasurer;

b) the notice shall be in the form prescribed in the Planning Act Regulations for Zoning By-law amendments;

c) the public meeting, by-law adoption, notification of passage of the by-law, the form of the notice of adoption and the appeal period shall follow those procedures established in the Planning Act and associated Regulations;

8.14 PUBLIC WORKS AND CAPITAL WORKS PROGRAM

It is intended that the construction of public works within the Town of Kingsville shall be carried out in accordance with the policies of this Plan.

8.15 SITE PLAN CONTROL

The Town of Kingsville intends to exercise the site plan control powers assigned to it under the Planning Act, and in accordance with the Town's Site Plan Control By-law. Its objectives in using these powers are:

a) to ensure proper standards of site design for new development;

b) to ensure safety and efficiency of vehicular and pedestrian access;

c) to ensure accessibility for persons with disabilities and the elderly throughout the built landscape;

d) to minimize incompatibilities between new and existing development;

e) to control the location of driveways, parking, loading and garbage collection facilities;

f) to secure easements or grading and alterations necessary to provide for public utilities and site drainage;

g) to ensure that the development proposed is built and maintained as approved by Council.

8.15.1 Application

All of the lands within the Town of Kingsville's area of jurisdiction, as shown on Schedule "A" of this Plan, are proposed to be site plan control areas and will be designated as such by by-law. Site plan control will apply to all types of new development and to the expansion of existing uses within the Town. The Town will also require the submission of drawings as detailed in the Planning Act, for all residential buildings within its area of jurisdiction containing less than twenty-five dwelling units pursuant to the provisions of the Planning Act.

In addition to the above policies, the Town shall also use site plan control to obtain needed road widenings. As a condition of the approval of site plans, the Town, and/or County of Essex, may require the owner to provide, at no expense to the municipality, a specified amount of land for the purpose of future road widenings. Such land shall only be required where the proposed development fronts on one or more of the roads indicated in the following table and only on the side and to the extent indicated in the table.

Table 8.1

Roads Requiring Widening

Roads Requiring Widening	Amount of land required	**Side from which the land is to be Taken**
Graham Sideroad between Highway No. 18 and 3	6 metres	West
Peterson Road (entire road)	13 metres	East
Olinda Sideroad between County Road 34 and the Sixth Concession Road	10 metres	East
Jasperson Lane (entire road)	13 metres	West
Sixth Concession Road between County Road 29 and the McCain Sideroad	6 metres	North
Sixth Concession Road between McCain Sideroad and County Road 23	6 metres	South
McCracken Sideroad south of Highway No. 18	11 metres	East
Thompson Crescent (entire road)	14 metres	South and East
North Talbot Road south of the Sixth Concession Road	13 metres	East

Cedar Island Rd south of County Rd 50	11 metres	West
County Road 18, 604 metres east of County Road 29	4 metres	North
County Road 18, 604 metres east of County Road 29 to County Road 31	4 metres	South
County Road 18 from County Road 34 to McDonald Drain	4 metres	North
County Road 23 from Nelson Drain Outlet to Second Concession Drain	4 metres	East
County Road 29 from Wallace Drain Outlet into Division Road Drain to Provincial Highway No. 3	4 metres	West
County Road 31 from the Sixth Concession Road to the McDonald Drain	4 metres	West
County Road 31 from Blind Line Drain (Sturgeon Creek Drain) to Hwy No. 18	4 metres	West
County Road 31 from Greenway to County Road 50	4 metres	East
County Road 50 from County Road 23 to R.P. #1274	4 metres	South

County Road 50 from Birch Avenue southerly for 195 metres	4 metres	East
County Road 50 from McCain Sideroad to Wigle Creek	5 metres	North
County Road 50 from Wigle Creek East to where Heritage Road turns to Lake Drive	7 metres	North
County Road 50 from Cull Drive north to Greenway	4 metres	West

8.15.2 Implementation

This policy shall be implemented through the adoption of one or more Site Plan Control By-laws designating specific Site Plan Control Areas in accordance with the Planning Act and the policies contained in this subsection.

8.16 SUBSEQUENT LEGISLATION

Where any Act or portion of an Act is referred to in this Official Plan, such reference shall be interpreted to include any subsequent legislation that may replace or revise the specified Act.

8.17 ZONING BY-LAW

8.17.1 Holding Zone

The Town's implementing Zoning By-law will make selective use of the "Holding" zone approach as set out in Section 36 of the Planning Act. Certain areas will be zoned for their intended uses but will have the (h) symbol added. The addition of this symbol will delay the final approval of development until such time as specific conditions are met. When the conditions are met, the municipality will pass the necessary by-law removing the (h) symbol.

The use of the "Holding" zone approach will ensure the efficient phasing and proper servicing of all new types of development including Residential, Employment and Commercial. Undeveloped lands designated "Residential" and not covered by a draft or finally approved plan of subdivision will generally be subject to a "Holding" category until such time as engineering studies indicating the presence of an adequate level of services are approved by the Town. Prior to the removal of the (h) symbol, Council shall be satisfied that adequate sanitary sewage capacity and municipal water capacity is available to service the proposed development.

8.17.2 Implementing

The Town will revise its existing Zoning By-law to zone lands in accordance with the policies and designations contained within this Plan and will establish regulations to control the use of land and the character, location and use of buildings and structures.

8.17.3 Temporary Use By-Laws

Pursuant to the Planning Act, Council may pass "Temporary Use By-laws" to authorize the temporary use of land, buildings or structures for a purpose not otherwise authorized by the Zoning By-law for a specific period of time not to exceed three years. Council may authorize a temporary use on a one-time basis or for a short period of time not to exceed three years. Council may authorize a temporary use on a one-time basis or for a short period of time on a periodic basis, where it is considered inappropriate by Council to permit the proposed use on a permanent or continuing basis, and where alternatives such as relocation, etc. are not practical. Council may pass subsequent by-laws for granting extensions for up to three years. Once the by-law has lapsed, however, the use must cease or otherwise will be viewed as contravening the Zoning By-law.

Prior to the approval of any temporary use by-law, Council shall be satisfied that the following principals and criteria are met:

a) the proposed use shall be of a temporary nature, and shall not entail any major construction or investment on the part of the owner so that the owner will not experience undue hardship in reverting to the original use upon the termination of temporary use provisions;

b) the proposed use shall not be incompatible with adjacent land uses and the character of the surrounding land area;

c) the proposed use shall be properly serviced and not require the extension or expansion of existing municipal services;

d) the proposed use shall not create any traffic problems within the surrounding area, nor shall it adversely affect the volume and/or the type of traffic commonly found on the area roads;

e) parking facilities required by the proposed use shall be provided entirely on-site;

f) the proposed use shall generally be beneficial to the surrounding area or the community-at-large.

Notwithstanding the policies of this Plan, Council may authorize the temporary use of land which may not conform to the land use policies of this Plan provided:

g) the temporary use is determined to not have any detrimental effect upon the existing land

uses in the area; and

h) the proposed temporary use conforms to the principles and criteria established in this subsection.

8.17.4 Interim Control By-laws

The Town may establish interim control by-laws in accordance with the relevant sections of the Planning Act, in order to control the use of land, buildings or structures within specifically identified areas for a specified period of time not exceeding one year, plus a permissible one year extension in length.

8.17.5 Bonus/Density Increases

In accordance with the Planning Act, the Town may pass, at its sole discretion, a site-specific Zoning By-law amendment to authorize increases in the height and density of development above what is permitted in the Zoning By-law, in return for the following:

a) The provision of affordable or rental housing;

b) The preservation of built or cultural heritage features;

c) The provision of sustainable design features;

d) The protection and/or enhancement of Natural Heritage Features;

e) Parkland greater than that required by this Plan;

f) The provision of community centres, day care facilities or other public service facility;

g) The provision of urban spaces or private development sites in the Primary Nodes or Mixed Use Nodes;

h) Public art; and/or

i) Development charge credits, subject to the Development Charge By-law.

The funds received by the Town in relation to the above will be paid into a special account and used only for the facilities, services and other matters as specified in the by-law. The Town will annually, provide Council a financial statement relating to the special account, in accordance with the *Planning Act*.

8.18 SECONDARY PLANS

The following sections outline the requirements for the preparation of a Secondary Plan, including the contents of the Secondary Plan and the supporting study requirements.

8.18.1 Secondary Plan Preparation

Secondary Plans may be prepared to plan for growth and development on large areas of land within the Town or existing portions of the Town that require special land use policies. Should lands for growth and development be identified that are beyond the existing Settlement Area boundaries as a result of subsequent reviews of this Plan, a Secondary Plan will be required prior to development.

The following policies will apply to the preparation of secondary plans:

a) The Town may choose to undertake a Special Planning Study or Secondary Plan for lands not identified as a Secondary Plan Area on Schedule “A”.

b) When undertaking a Special Planning Study or Secondary Plan for a Secondary Plan Area, the boundaries as shown on Schedule “A” may be reviewed and modified without amendment to this Plan.

c) The establishment of a Secondary Plan Area will recognize and account for any existing uses within the area and will seek to direct new development to areas outside of natural heritage features and hazard lands.

d) The establishment of a Secondary Plan Area or the preparation of a Secondary Plan will be approved by resolution of Town Council.

e) Secondary Plans may be used to establish unique or more detailed land use policies or land use designations than that of this Plan and will establish the location of key community services and amenities including schools, parks and open space and related uses.

f) Secondary Plans will be adopted as amendments to this Plan and read in conjunction with this Plan in its entirety. The Goals, Objectives and policies of this Plan will be maintained in the Secondary Plan. Any specific policy guidance resulting from the preparation of a Secondary Plan will be included within Section 2.15 of this Plan and the relevant schedules to this Plan will be amended or new schedules may be added.

g) The costs of preparing a Secondary Plan will be borne by the affected landowners, and not the Town. Should Council direct that a Secondary Plan be undertaken for an area that requires special land use policies, the Town may either share in the costs of preparing the Secondary Plan, or choose to assume the costs without landowner participation.

h) A Secondary Plan may be undertaken simultaneously with an undertaking under the *Environmental Assessment Act* to satisfy the Environmental Assessment requirements in a comprehensive and integrated process.

i) Prior to undertaking a Secondary Plan, the Town in consultation with the County of Essex, appropriate Conservation Authority, other agencies as deemed appropriate, and the proponent, may establish a terms of reference for the preparation of the Secondary Plan and any required supporting studies, to the satisfaction of the Town.

8.18.2 Secondary Plan Contents

Secondary Plans will generally include the following:

a) A statement of the basis or rationale for the preparation of the Secondary Plan;

b) A description of the area under study and the role and relationship of the area to the Town as a whole;

c) A description of the current land use, ownership, built and natural environment, and infrastructure in the area;

d) A statement of the desired land use arrangement for the area;

e) Goals and objectives appropriate for the area including a statement of how they are in keeping with the goals and objectives of this Plan;

f) Concept plan(s) showing, where appropriate, the following:

    i. land use designations of the desired type and pattern of development with due consideration to the community design policies of this Plan;

    ii. the nature and location of public facilities;

    iii. the desired transportation network for the area and its links to the existing transportation network of the Town;

    iv. the nature and location of municipal services including but not limited to sanitary

sewage, stormwater management and potable water facilities;

v. the identification, protection and/or integration of significant cultural, built and natural heritage features and areas and hazard lands;

vi. the identification of the natural heritage system; and

vii. the phasing of development and infrastructure;

g) Specific policies and strategies for achieving the goals and objectives established for the area that complement the policies of this Plan; and

h) Implementation measures to ensure the orderly delivery of the planned development.

8.18.3 Secondary Plan Supporting Requirements

The Town, in order to provide the appropriate background information for the Secondary Plan, may require the undertaking of a number of background reports at the Town's sole discretion. These reports may include, but will not be limited to:

a) An environmental impact assessment to determine environmental protection and natural heritage areas, the cumulative impact of development, and the identification of a natural heritage system, including supportive implementation policies;

b) A master servicing plan;

c) A stormwater management study;

d) A watershed or subwatershed study;

e) A hydrological study, floodway delineation and flood modeling study and/or erosion study for hazard lands and flood prone areas;

f) A hydrogeological study;

g) A traffic impact analysis;

h) An urban design study;

i) A parks and open space study;

j) A community services and facilities study;

k) A cultural heritage and archaeological resource study;

l) An agricultural impact assessment;

m) A planning rationale report. The planning rationale report will address the following:

i) The integration of proposed new development with the existing development;

ii) The distribution of proposed land uses;

iii) The range of housing styles and densities;

iv) Neighbourhood commercial uses to service the residential and employment areas;

v) Linkages between the residential and employment areas, parks, schools, recreational areas and institutional facilities;

vi) The impact on adjacent agricultural operations, including consideration of Minimum Distance Separation Formulae; and

n) Other studies as may be identified by the Town, in consultation with the relevant Conservation Authority.

The requirements of Subsections (a) through (f) may be embodied in an integrated and comprehensive study known as a Master Environmental Servicing Plan (MESP).

8.19 LANDOWNER COORDINATION AND COST-SHARING

In order to ensure appropriate and orderly development within the Town, the Town will ensure that the required agreements respecting infrastructure provision including financial provisions and cost sharing arrangements are in place prior to development proceeding.

a) To ensure that property owners contribute equitably towards the provisions of community and infrastructure facilities such as community use lands, parks, and local infrastructure facilities or public works (i.e. over sizing) and including roads, sanitary, water and storm water facilities, financing and indexing adjustments, property owners shall be required to enter into one or more developer (private) cost sharing agreements as a condition for the development of their lands, providing for the equitable distribution of the costs (including lands) of the aforementioned community and common public facilities where such costs are not dealt with under the *Development Charges Act*.

b) Prior to the approval of any development applications, the Town may require landowners to enter into an agreement as set out in (a) above. For those facilities not of community

wide benefit, costs will only be allocated to those landowners who are benefited by the specified work. This may be implemented through a condition of Draft Plan of Subdivision approval or development agreement.

c) As a condition of development approval, the Town shall require that appropriate arrangements have been made between the Town and/or benefitting landowners to require the equitable payment for the required infrastructure or services which are required to serve the development.

d) Notwithstanding subsection c), the Town may continue to process development applications, but will not approve development until such time as the required cost recovery or cost sharing agreements are in place, to the satisfaction of the Town.

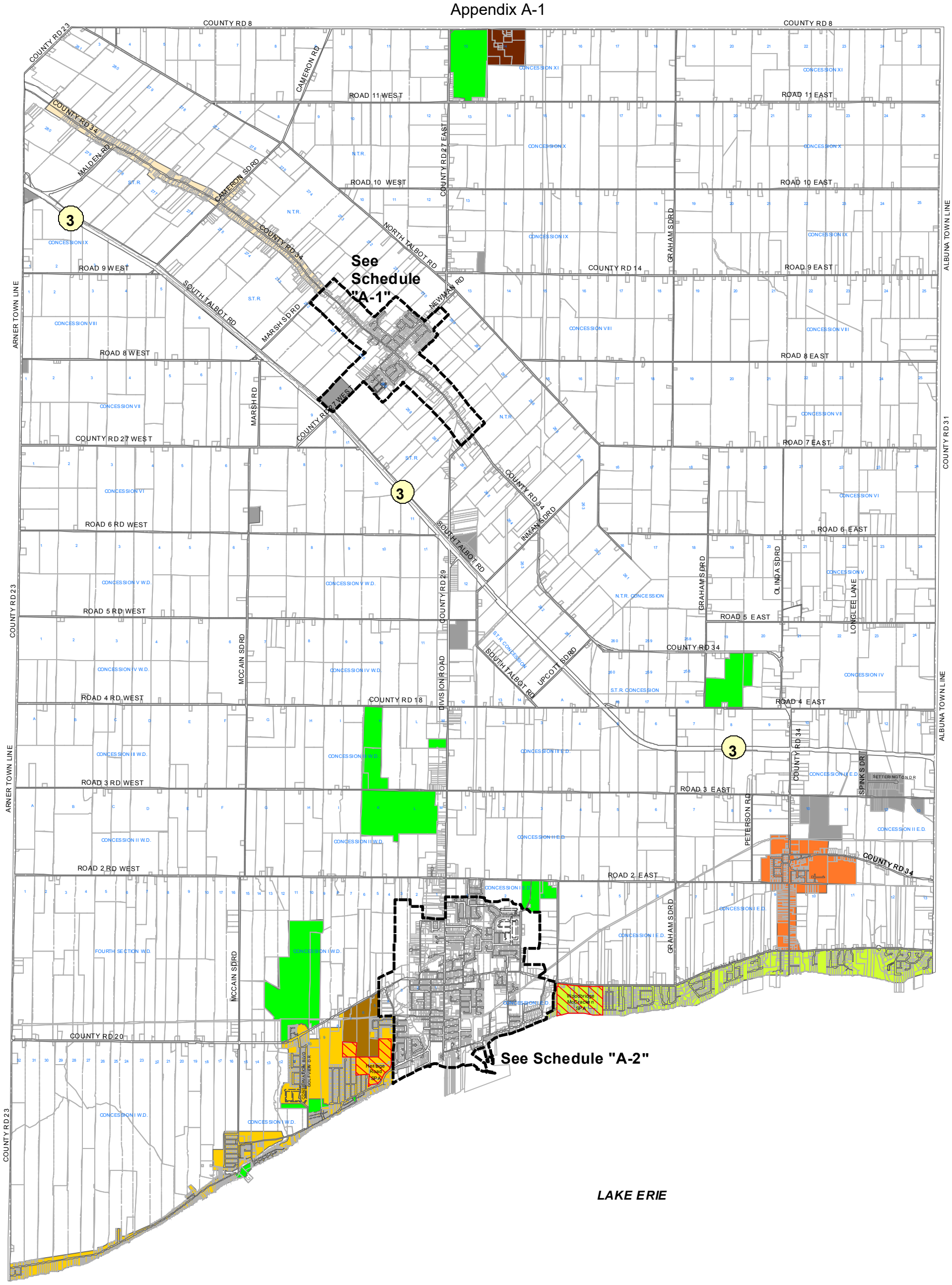
e) The Town shall be satisfied that the proposed developments are coordinated to ensure the appropriate provision of and extension of infrastructure.

f) The Town may require a letter of clearance from the trustee of the landowners cost sharing group to confirm that the landowner is in good standing with the landowners group, as a condition of draft plan approval.

g) The development of individual parcels of land should generally not be permitted in the absence of participation in a cost recovery or cost sharing agreement, where required to ensure orderly development.

h) The cost sharing agreements may be registered on title for each participating landowner to ensure that the covenants and obligations of the cost sharing agreement survive any transfer of ownership of the specific parcel of land.

i) The Town may establish more detailed policies to ensue landowner coordination and cost-sharing agreements are in place through Secondary Plans.



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Schedule "A"
Land Use Plan
Town of Kingsville
Official Plan

Kingsville

September 2019

- Agricultural
- Rural Residential
- Urban Reserve Area
- Lakeshore Residential East
- Lakeshore Residential West
- Special Residential
- Hamlet
- Industrial
- Parks and Open Space
- Secondary Plan Area

Kingsville

Schedule "A-1" Land Use Plan - Cottam Town of Kingsville Official Plan

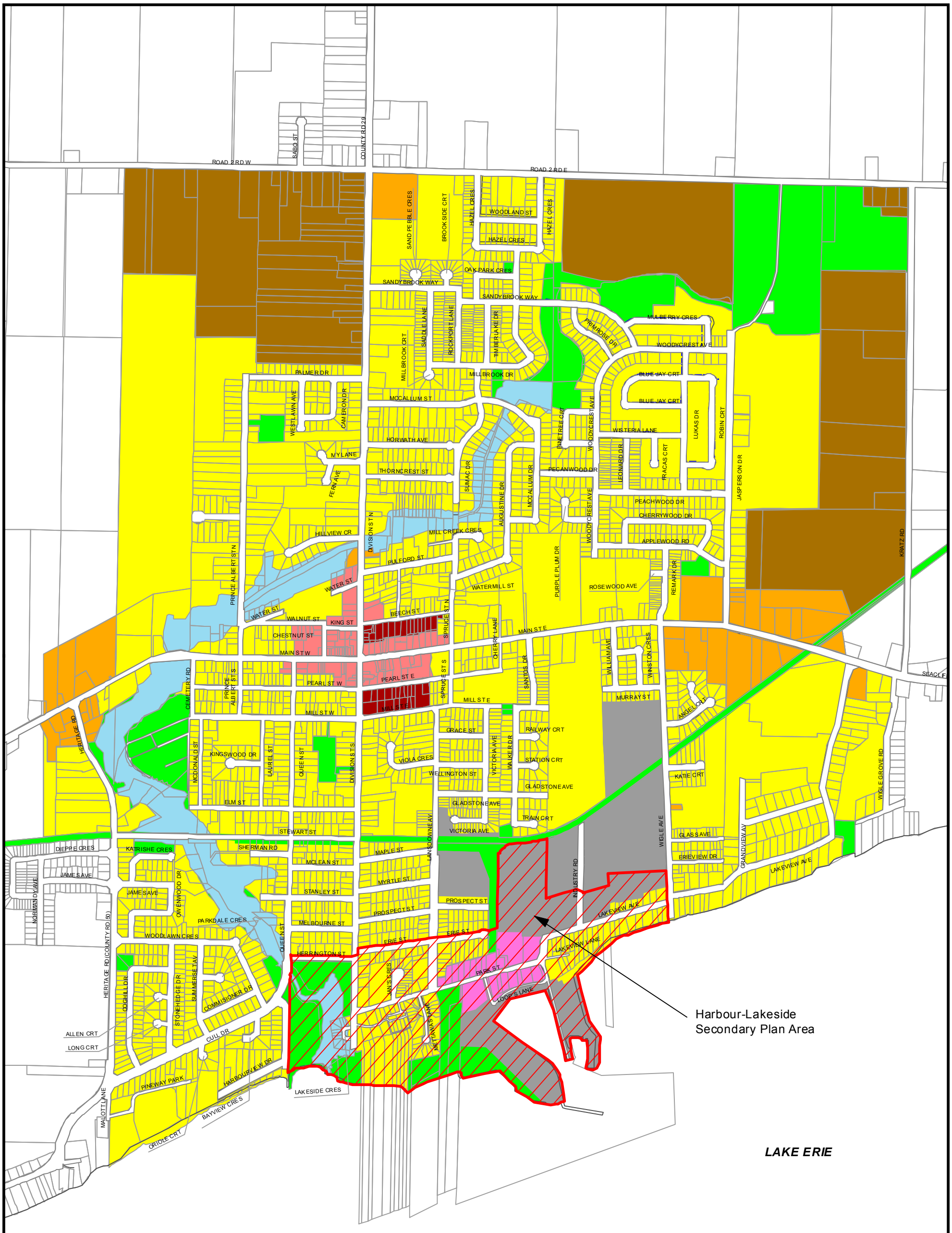
N

0 250 500
Meters

SCALE: 1:10,000

September 2019

- Residential
- Rural Residential
- Central Commercial
- Industrial
- Park and Open Space
- Highway Commercial



N

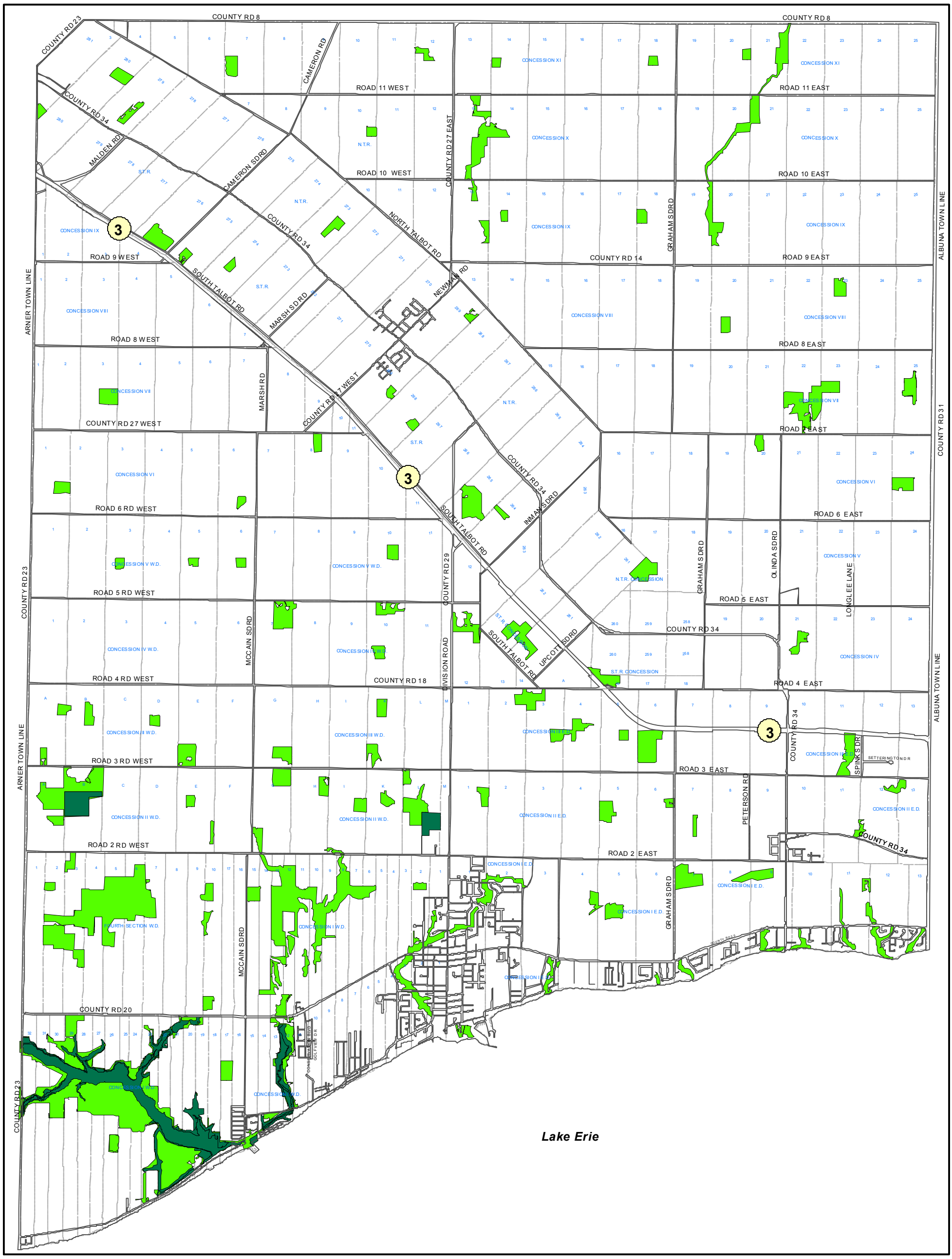
0 250 500 Meters

SCALE: 1:12,000

Schedule "A-2"
Land Use Plan - Kingsville
Town of Kingsville
Official Plan

Residential
Central Commercial
Central Commercial/Residental
Highway Commercial
Waterfront Mixed Use Neighbourhood
Industrial
Urban Reserve Area
Park and Open Space
Watercourse Protection
Secondary Plan Area

September 2019



N

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SCALE: 1:63,000

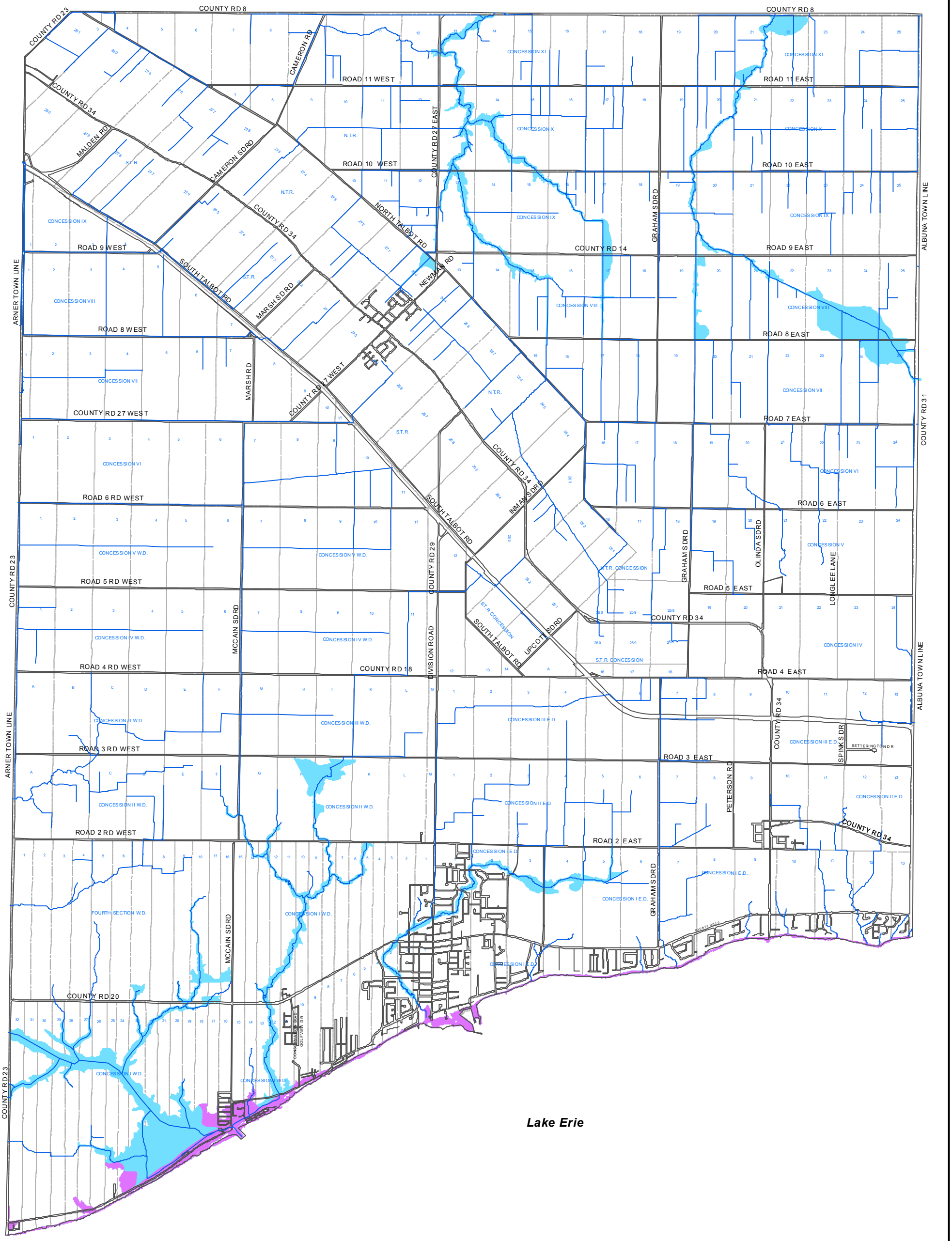
Schedule "B"
Natural Heritage Features
Town of Kingsville
Official Plan

Kingsville

September 2019

Environmental Protection Areas

Environmentally Significant Areas



N

0 1 2 Km

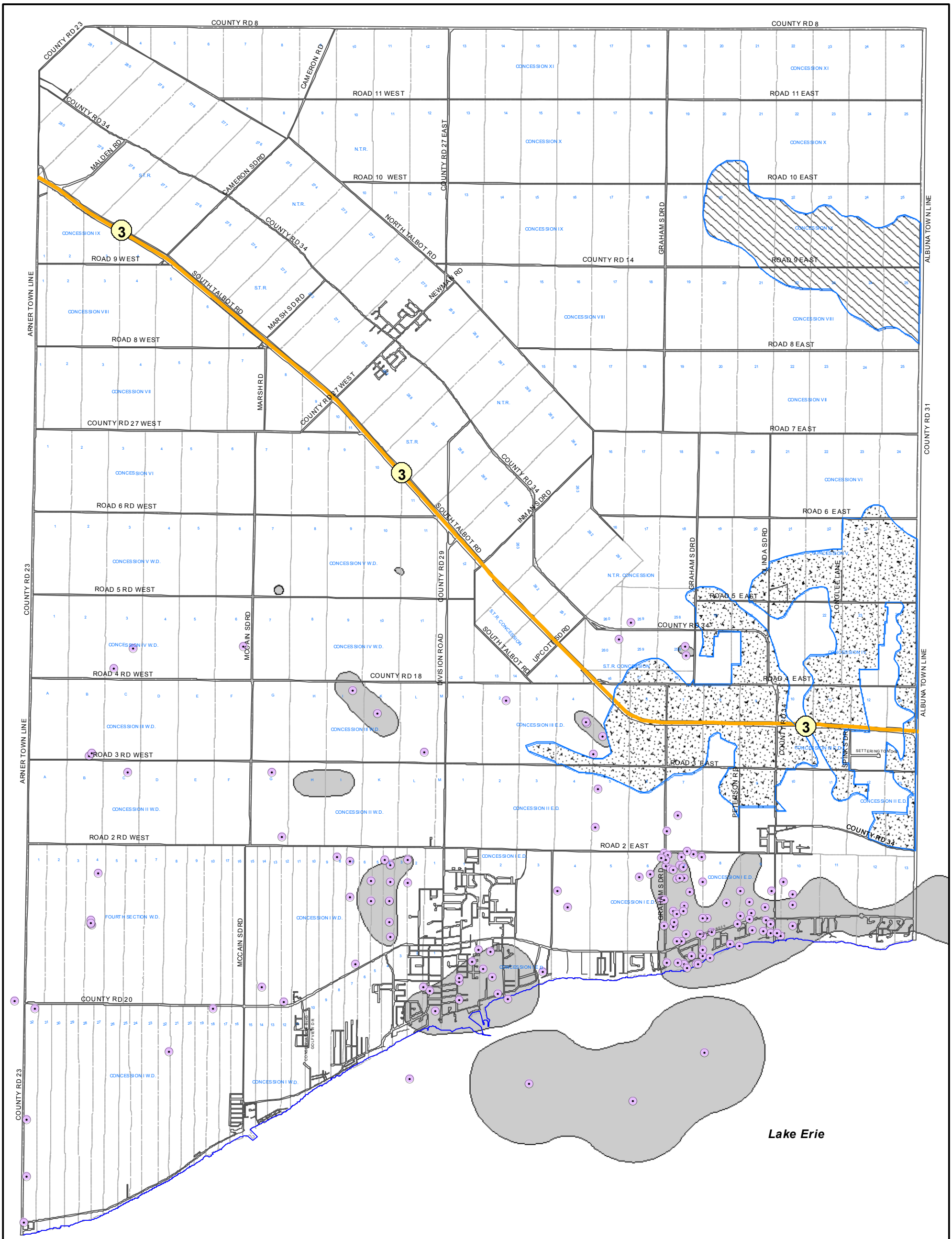
SCALE 1:60,000

Schedule "C"
Natural Hazards
Town of Kingsville
Official Plan

Kingsville

September 2019

- Lake Erie Hazard Area Overlay
- Floodplain Development Control Area Overlay
- Watercourses/ Municipal Drains



N

0 1 2 Km

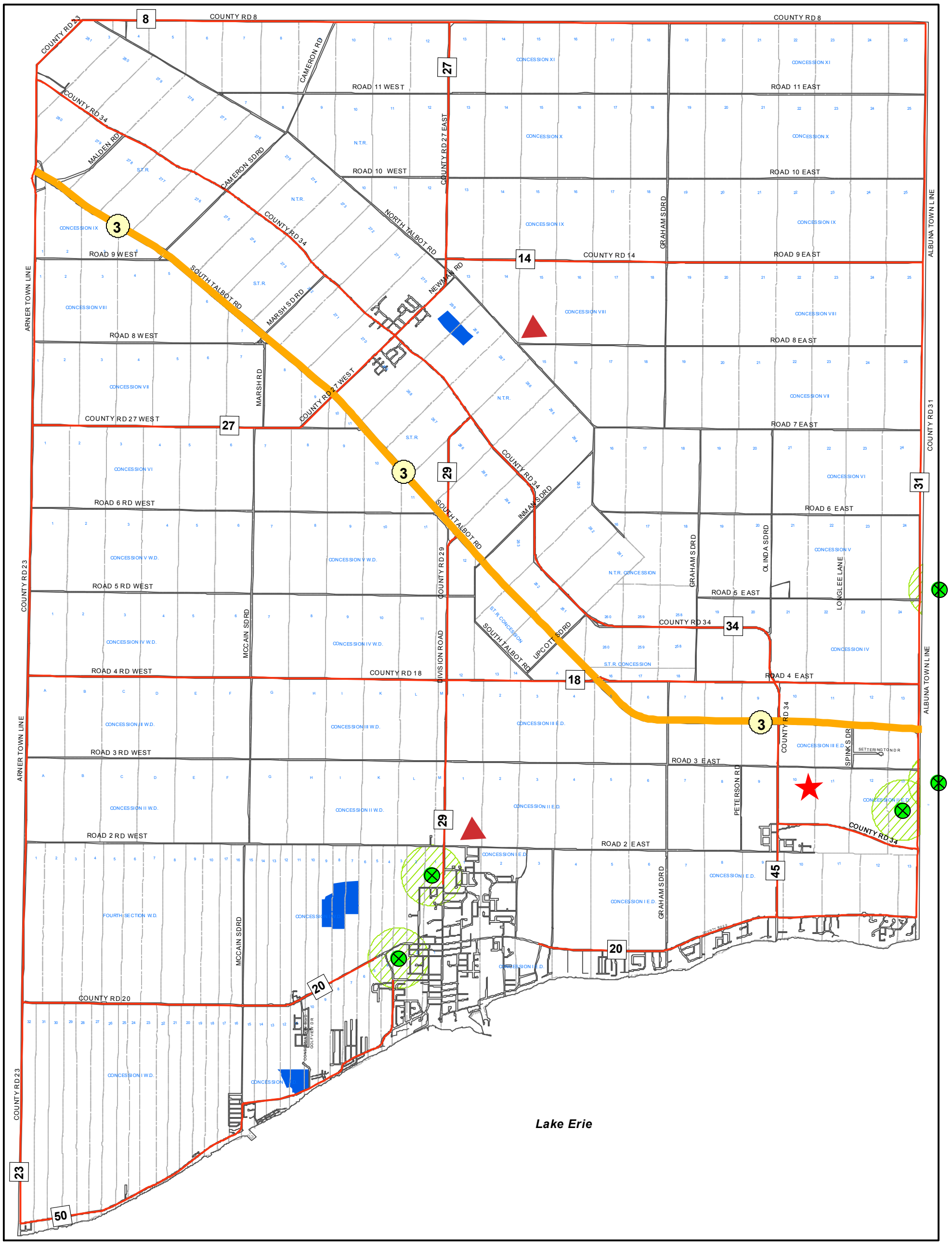
SCALE: 1:60,000

Schedule "D"
Extractive Industrial Overlay
Town of Kingsville
Official Plan

Kingsville

September 2019

- Petroleum Wells
- Petroleum Pools
- Extractive Industrial Overlay (Primary)
- Extractive Industrial Overlay (Secondary)


COUNTY RD 8
COUNTY RD 23
CAMERON RD
ROAD 11 WEST
ROAD 11 EAST
COUNTY RD 27
CONCESSION XI
COUNTY RD 34
MALDEN RD
CAMERON SD RD
N.T.R.
CONCESSION X
ROAD 10 WEST
ROAD 10 EAST
COUNTY RD 27 EAST
NORTH TALBOT RD
GRAHAM SD RD
CONCESSION IX
ROAD 9 WEST
ROAD 9 EAST
COUNTY RD 14
ARNER TOWN LINE
ALBUNA TOWN LINE
SOUTH TALBOT RD
MARSH SD RD
NEWMAN RD
S.T.R.
CONCESSION VIII
ROAD 8 WEST
ROAD 8 EAST
MARSH RD
COUNTY RD 27 WEST
CONCESSION VII
ROAD 7 EAST
COUNTY RD 31
CONCESSION VI
ROAD 6 RD WEST
ROAD 6 EAST
INMAN SD RD
N.T.R. CONCESSION
OLINDA SD RD
LONGLEE LANE
CONCESSION V W.D.
CONCESSION V
ROAD 5 RD WEST
ROAD 5 EAST
COUNTY RD 29
DIVISION ROAD
S.T.R. CONCESSION
UPCOTT SD RD
COUNTY RD 34
CONCESSION IV W.D.
CONCESSION IV
ROAD 4 RD WEST
ROAD 4 EAST
COUNTY RD 18
MCCAIN SD RD
CONCESSION III W.D.
CONCESSION III E.D.
ROAD 3 RD WEST
ROAD 3 EAST
SPINKS DR
SETTERINGTON DR
PETERSON RD
CONCESSION II W.D.
CONCESSION II E.D.
ROAD 2 RD WEST
ROAD 2 EAST
COUNTY RD 45
FOURTH SECTION W.D.
CONCESSION I E.D.
GRAHAM SD RD
COUNTY RD 20
GOLF VIEW DR
CONCESSION I W.D.
CONCESSION I
COUNTY RD 23
Lake Erie
N
0 1 2 Km
SCALE: 1:60,000
Schedule "E"
Roads, Utilities, Services
Town of Kingsville
Official Plan
Kingsville
September 2019
ELECTRICAL POWER FACILITY
WASTE DISPOSAL SITES
SANITARY TREATMENT FACILITIES
RUTHVEN INDUSTRIAL PARK
500-METRE INFLUENCE AREA
PROVINCIAL HIGHWAY
COUNTY ROADS
MUNICIPAL ROADS

Appendix B

NATURAL HERITAGE DISCUSSION PAPER

March 13, 2019

ESSEX REGION CONSERVATION AUTHORITY

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1.0 INTRODUCTION

1.1 Background

Land use planning within the Town of Kingsville is guided by the Official Plan. As part of the five-year review of the Official Plan a review is needed ensure it is consistent with the latest provincial planning policies and the County of Essex Official Plan. There are also a number of other completed studies and strategies that will need to be reviewed and considered as part of the review of the Official Plan in order to articulate a clear, cohesive vision for the Town. The Town of Kingsville retained the Essex Region Conservation Authority to prepare a Natural Heritage Discussion Paper to inform its Official Plan Review. The purpose of this paper is to be used to inform the Official Plan Review process.

This discussion paper deals with Natural Heritage Features and the Natural Heritage System. The background information that informs this discussion paper is informed from several key documents, reports and policies. However, the history of natural heritage feature and natural heritage system studies in the Essex region has a longer history upon which this discussion paper draws. The following details some of the historical reports and key policy milestones that inform this current discussion paper:

- 1975 Essex Region Conservation Report (MNR, 1975)
- 1983 Ecological Significant Areas report (ERCA, 1983)
- 1994 Update to the Ecologically Significant Areas report (ERCA, 1994)
- 1998 How Much Habitat is Enough? (Environment Canada, 1998)
- 2002 Biodiversity Conservation Strategy (ERCA, 2002)
- 2005 Provincial Policy Statement (MMAH, 2005)
- 2013 Update to the Biodiversity Conservation Strategy, Essex Region Natural Heritage System Strategy (ERCA, 2013)
- 2014 County of Essex Official Plan (County of Essex, 2014)
- 2014 Provincial Policy Statement (MMAH, 2014)

Previous landscape based natural heritage estimates for the Essex Region illustrate the total natural areas coverage of the Town of Kingsville have changed dramatically over time. This figure was re-calculated and reported on in the Essex Region Natural Heritage System Strategy (ERNHSS, 2013) which determined that the total natural areas coverage across the municipality was only 5.81%.

This number is well below the 12 percent recommended by the United Nations Report of the World Commission on Environment and Development (United Nations, 1987). This figure was then endorsed federally as an aspirational goal through a commitment between the federal and provincial governments to complete Canada's network of protected areas. At that time, it was felt that in the Essex region, 12 percent was an attainable goal to reach if a commitment locally would be initiated.

This figure was endorsed locally and reflected in the 1995 ERCA Strategic Plan (ERCA, 1995). More recently, a global Strategic Plan for Biodiversity was adopted by Canada and other international parties to the Convention on Biological Diversity in 2010. A nationally identified series of goals and targets were agreed upon, including Target 1: "By 2020, at least 17 percent of terrestrial areas and inland water, and 10 percent of coastal and marine areas, are conserved through networks of protected areas and other effective area-based conservation measures" (Government of Canada, 2015).

It is recognized that an overarching target for terrestrial natural heritage protection may not be appropriate to be met at all scales and in all locations. For example, federal, provincial and territorial governments must work together to determine the most appropriate mechanisms to achieve these targets taking into consideration local contexts and in conjunction with public and private interest. In recognition of these constraints and by following the approaches recommended by local partnerships (as detailed in ERCA, 2002), provincial direction (Ontario Ministry of Natural Resources, 2010) and federal guidelines (Environment Canada, 1998, 2004 and 2013), ERCA arrived at a recommendation for local systems that takes into account the high level federal and provincial guidance in conjunction with local land uses and system. In 2002, ERCA and its partners recommended a two-pronged approach to the protection of existing features and the prioritized restoration of forests, wetlands, riparian corridors, and other uplands which, if fully implemented, would result in total natural area coverage of 15.5% (ERCA, 2002). This was presented as a long-term goal and a target that provided a science-based perspective on the proposed priority locations in the region where long-term protection and acquisition would be beneficial.

Natural heritage areas are a key component to any healthy community. The quality of life of a community is influenced by the quality of the natural environment. The health of natural heritage features and areas directly reflects the social, environmental and economic health and well-being of the whole community. It is a shared responsibility between municipalities, the County of Essex, the Province and the Essex Region Conservation Authority to provide a high quality natural environment for the community including a diverse and healthy natural heritage system.

Based on recent population forecasts, Kingsville is anticipated to grow to 24,400 people by 2031. This growth will have to be accommodated within existing settlement areas but will also place pressure on natural areas in some added pressures on the Town's natural heritage system and watersheds. Consideration of natural heritage features and the related natural heritage system will need to be planned for and protected during future planned development.

Urban development has the potential to affect biodiversity; the amount and quality of natural spaces; tree canopy cover; air quality, local temperatures and micro-climates; water quality; and the flora and fauna connections on the landscape. Every stage in the development process can be impactful – from the first breaking of ground to finished construction and over the long-term through occupation. Other types of land use and activities occurring on the land also have the ability to negative impact upon biodiversity, e.g., agricultural activities and recreational uses.

A key principle of accommodating new growth in Kingsville will be ensuring that it is sustainable. Sustainable growth requires consideration of economic, social, cultural and environmental considerations so that gains can be achieved in all areas. There is a strong link between sustainability and natural heritage protection and restoration. Economic, social and cultural sustainability is dependent on a sustainable and resilient natural environment.

Fifty years ago, few natural areas were incorporated into the urban fabric. Woodlands were removed, wetlands drained and filled, streams were channelized or conveyed through culverts and large-scale grading replaced natural landforms. In some cases, urban development took place within areas of potential natural hazards such as unstable slopes or floodplains. The establishment of development regulations to protect people and property from natural hazards along shorelines and watercourses has been put into place across much of Ontario. A greater consideration of the environment emerged in the late 1960s and into the 1970s when methods were developed to incorporate natural heritage features into urban areas. One approach used in Ontario involved the identification of valued natural heritage features, Environmentally Sensitive (or Significant) Areas (ESAs). In the Essex Region, ERCA completed two inventory reports and made planning policy recommendations for the protection of these features to local municipalities (Oldham, 1983; and Schmidt, Allsop and Lebedyk, 1994). These reports were completed at a time when current provincial policies on natural heritage and natural heritage system protection were not in place.

The relationship and location of ESAs to one another and other natural features that could act as connections and linkages, such as municipal drain, river and valley corridors, was not incorporated into early natural heritage systems or plans. As a result, some ESAs became isolated from other functioning natural features as development proceeded around the ESA feature, thereby creating a situation referred to as "Islands of Green". In such cases, the urbanized and developed land uses around individual ESAs were often inhospitable for all but a few resilient species of wildlife that can adapt to urban conditions (e.g. raccoons, skunks, squirrels, robins, house sparrows, etc.). Thus, ESAs in urban and rural areas essentially became islands amid unsuitable habitat for the species that reside in them. Many species cannot survive in these types of environments and the loss of diversity is often a predictable result. In these cases, the protection of the feature in isolation from other connected features results in a decline in the value and biodiversity of the feature.

Over time, the policy approach to natural heritage protection evolved from one characterized as "Islands of Green" to one that reflects a "Natural Heritage Systems" approach. This latter approach is recommended by conservation biologists, provincial ministries and other conservation agencies. It was first recognized in the 2005 PPS (MMAH, 2005) and more recently, the 2014 PPS (MMAH 2014). In essence, this approach requires that natural heritage systems be identified and requires that features of provincial significance be protected in the long-term.

1.2 Purpose and Scope

The purpose of this discussion paper is to:

- To explain the purpose of and how to develop a natural heritage system;
- To describe the features and functions of the natural heritage system in Town of Kingsville;
- To describe the existing policy contexts at the various levels of government;
- To identify policy gaps; and,
- To identify emerging issues.

2.0 NATURAL HERITAGE SYSTEMS

2.1 The Importance of Natural Heritage

Biodiversity, short for biological diversity, is the term used to describe the variety of life and all of the natural processes. This includes ecosystem, genetic and cultural diversity, and the connections between these and all species. The notion of biodiversity recognizes that species cannot be protected outside of the ecosystems they inhabit and that the genetic health of those species depends upon the maintenance of intact ecological processes. The protection and maintenance of species therefore, must be addressed through broad landscape scale conservation efforts such as the protection and establishment of natural heritage systems.

All life depends on healthy, functioning ecosystems. Removal of the species components of these systems amounts to a loss of integrity that could eventually lead to the collapse of the entire system. Biological systems that depend on these interrelationships would be at risk but also there would be a corresponding loss of ecosystem functions. Reasons for protecting our natural heritage range from recognizing the intrinsic value of nature, to the aesthetic and inspirational values it provides, and our responsibilities as global stewards. However, the simplest answer is that we depend on biodiversity to survive.

The Provincial Policy Statement (MMAH, 2014) defines natural heritage features and areas as those features and areas, including *significant wetlands*, *significant coastal wetlands*, other *coastal wetlands* in Ecoregions 5E, 6E and 7E, *fish habitat*, *significant woodlands* and *significant valleylands* in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Mary's River), *habitat of endangered species and threatened species*, *significant wildlife habitat*, and *significant areas of natural and scientific interest*, which are important for their environmental and social values as a legacy of the natural landscapes of an area.

Building on that definition, *natural heritage systems* are defined as a system made up of *natural heritage features and areas*, and linkages intended to provide connectivity (at the regional or site level) and support natural processes which are necessary to maintain biological and geological diversity, natural

functions, viable populations of indigenous species, and ecosystems. These systems can include *natural heritage features and areas*, federal and provincial parks and conservation reserves, other natural heritage features, lands that have been restored or have the potential to be restored to a natural state, areas that support hydrologic functions, and working landscapes that enable ecological functions to continue.

2.2 Ecological Goods and Services

There has been a growing sense of importance that the standard approach to saving natural areas – that is protecting them for the sake of nature or biodiversity – is failing, and that to reach these decision makers whose primary concern is the economy, one approach is to speak the same language. This has led to the concept of "natural capital" and attempting to place a dollar figure on the "ecological goods and services" provided to society by natural areas and the functions that they provide. Advocates of this approach argue that demonstrating the economic worth of nature is the only way to save it. Others believe that this approach is questionable ethically, that nature should not have to pay its way to be protected. Further, humans are only one species among millions and it is arrogant for us to judge the worth of nature for our sake alone. To some, placing a monetary value on ecological services sets a dangerous precedent because it reduces species and ecosystems to commodities that can then be bought and sold in the marketplace, or which may lose out in a cost benefit analysis.

Whatever the perspective, it is widely recognized that ecosystems provide us with a great variety of valuable services without which we could not survive. Typical "ecosystem services" that are described include things like provision of clean drinking water, the provision of food and fuel, and the availability of genetic resources. "Regulating services" can be identified as those services that help to regulate and moderate aspects and components of the natural environment. These typically include items such as pollination, climate change regulation, disease regulation, natural hazard protection, flood and erosion protection and water purification services. Other services that are identified can be grouped into a "cultural services" category and these can include spiritual and religious values, educational and inspirational values of nature, and recreational and aesthetic benefits. These services may be harder to quantify but, nonetheless, they are components which can be considered as providing valuable services to humans.

Although efforts have been made to estimate and quantify the economic values of these goods and services, no study has been done locally in the Essex Region. In a recent study completed for Southern Ontario, Troy and Bagstad (2009) included a total value estimate for southern Ontario of over 84 billion dollars per year (2008 Canadian Dollars). The Credit Valley Conservation Authority (located in the Mississauga area) completed a research study to estimate the value of the natural capital in the urbanized Credit River watershed (Kennedy and Wilson, 2009). The study took the approach that nature does for free what humans would otherwise have to pay millions of dollars to do through technology and infrastructure. One example used was for the replacement costs of a water intake system if groundwater supplies were compromised (estimated at $100 million dollars to pump water from Lake Ontario). Based on the other elements of the assessment, the study reported that the natural capital of

the Credit River watershed delivered an annual value of ecological goods and services of over $370 million dollars per year. This assessment included the value of wetland services, forests, and water benefits. Other studies have been done in Ontario and other jurisdictions in North American and the world and these can be informative when developing appropriate policies for investing in a robust framework for natural capital accounting, investing in natural capital, investing in education and awareness of these issues, and providing incentives for the conservation of ecological services. A comprehensive consideration of ecological goods and services is beyond the scope of this background paper.

2.3 The Natural Heritage System (NHS) Concept

The process of habitat loss and fragmentation of habitats has occurred over time with limited regard to other needs of species or the functions of natural ecosystems. As a result, natural functions across the landscape such as species dispersal have been compromised. To assist in protecting and restoring the health of the ecosystem it is necessary to identify and protect a natural system in a manner that can be balanced with human needs. Until the mid-1980s conservationists were using an "islands of green" approach, attempting to preserve the most valuable features in protected parks and reserves. In many cases, the lands surrounding such protected areas had been, or later became, converted to human use leaving the protected areas as isolated islands of natural habitat.

The new sciences of conservation biology and landscape ecology developed a more comprehensive approach to conservation that took into consideration wildlife populations and population genetics in relation to habitat and the structure of landscapes. Principles from each of these sciences are gradually being incorporated into provincial policies and municipal planning through a focus on natural heritage and the recognition of the need to define natural heritage systems.

Although there are many factors to consider, conservation biology theory suggests that recently isolated populations of species such as those in fragmented landscapes may have a reduced capacity to survive in the long term and are therefore of conservation concern. For example, a species may consume all available resources in a habitat patch and then go extinct from that patch. Or it can be easily lost to disease or disasters such as fire, or the introduction of new predators to that patch. A more insidious threat is that without interaction with other populations for genetic exchange, inbreeding and a reduction in species fitness within habitat patches is likely. In combination with all of the stresses on natural areas – over-use, high rates of predation and parasitism, invasive species, disease, pollution, and climate change – it can be argued that fitness and the ability for a species to adapt have never been more important.

The Natural Heritage Reference Manual (MNR, 2010) provides an overview of general concepts of natural heritage systems as well as considerations for establishing natural heritage systems. This approach takes into consideration all of the fundamental principles of conservation biology, landscape ecology, conservation genetics, and integrates it into a process for comprehensively planning for a natural heritage system. As indicated previously, this concept was first identified for use and application in Ontario by Riley and Mohr (1994) and referenced in the 2005 PPS. Natural Heritage Systems have been established through Provincial Plans for the Oak Ridges Moraine Conservation Plan and the Greenbelt Plan. In other areas of Ontario, natural heritage systems have been identified on a County-wide basis (e.g., Middlesex County in the vicinity of London, Ontario). The Biodiversity Conservation Strategy (ERCA, 2002) and the Essex Region Natural Heritage System Strategy (ERCA, 2013) outline a proposed concept for a natural heritage system within the Essex Region. Of note, both of these publications took the approach of identifying these systems at a regional level which necessitated consideration of regional approaches to shared implementation.

The identification and subsequent protection of a natural heritage system can address all of the conservation issues discussed in this paper either directly or indirectly. As a network of connected natural areas the concept is fundamentally designed to support species populations by addressing habitat fragmentation. Although it cannot stop the negative impacts of invasive species, roads, aggregate extraction, urbanization, recreation, and pollution, a natural heritage system that defines a protected area, with the support of a policy framework that allows for improvements to the natural heritage system will lead to more robust and healthier ecosystems that have a heightened ability to resist the negative effects associated with other land uses. A natural heritage system has also been identified as being an approach to mitigate the impacts of climate change at a local level. The planting of trees to sequester carbon and more natural cover on the landscape, especially forest, regulates local climate by absorbing heat, retaining water and balancing the hydrologic cycle. Beyond this, a connected system of habitats means that species will have a better opportunity to move in response to climate change, which not only will reduce the risk of extinction, it will help to maintain tolerant or resistant ecosystems. To augment this connected system of habitats, it is also important to include within a natural heritage system those features that are worthy of protection even though they are not 'connected' to the remainder of the NHS.

Table 1 Benefits of a Natural Heritage System Approach (modified from MNR, 2010).

Landscape fragmentation	Addresses *fragmentation* by identifying and protecting core areas, ecological linkages and landscape features that contribute to a system. This facilitates not only the maintenance of ecological function and biodiversity, but also the restoration and improvement of these things through stewardship (e.g., by identifying ecologically appropriate areas for enhancement and/or reconnection).
Biodiversity	With appropriate mechanisms for protection of the features and maintenance of the linkage aspects of natural heritage systems, biodiversity values can be protected for the long term.
Climate change	Protecting natural heritage systems – encompassing areas within which species can successfully carry out their life processes and potentially adapt, facilitating their movement to more suitable habitat, or enabling a destroyed habitat/population to be replenished – will improve species' ability to adjust to climate change.
Ecosystem health and healthy communities	To support resource demands (e.g., food, water and shelter) of local communities, planning authorities need to maintain the ecological health of the natural environment to ensure that it can withstand the stresses that present and future human populations place on it. By protecting a natural heritage system that includes surface- and groundwater features, planning authorities promote the resiliency of natural features to function for the long term and maintain overall ecosystem and human health. Healthy, resilient and diverse natural environments are important land use components that influence human activity, facilitate health and mental well-being and promote social interaction and inclusion (Ontario Ministry of Municipal Affairs and Housing and Ontario Professional Planners Institute, 2009).
Ecosystem services	Natural heritage systems deliver essential ecosystem services such as clean water and air, productive soils and flood attenuation. Degradation of ecosystem services can lead to unacceptable risks (e.g., soil erosion and flooding) to human well-being. Maintaining a natural heritage system is a *precautionary approach* that reduces risk and is more cost-effective than addressing problems after development has occurred and the ecosystem services are lost.
Planning processes and efficiencies	Can assist with the identification of the most important natural heritage features within a planning area (e.g., key features for achieving representation within the study area, key features that contribute to connectivity).

2.4 Approaches for the Creation of a Natural Heritage System

There are numerous approaches and methods for defining natural heritage systems at different landscape scales and contexts. These scales range from a small watershed, to international, such as the Algonquin to Adirondack project, to continental natural heritage system visions such as the Mesoamerican Biological Corridor. Contexts can be political, such as within a municipal boundary or natural, such as a watershed or geophysical region. The establishment of natural heritage systems can be recommended for smaller geographic scales, such as within a County or Regional Municipality. In Ontario, the approach was first described in Riley and Mohr (1994) and has been embraced in Provincial Policy since 2005 (Ontario Ministry of Natural Resource, 2010). In the Essex Region, this approach to implementing a natural heritage system was first depicted in the Biodiversity Conservation Strategy in 2002 (ERCA, 2002) and more recently updated as of 2013 (ERCA, 2013).

Some defined natural heritage systems are feature-based, that is they simply define and protect existing significant natural heritage features such as woodlands or wetlands. As they are often isolated, these features may have limited function as an interacting system. Defining and protecting significant valleylands as a feature can provide the function of connectivity by linking features together along a defined valley corridor. A more effective natural heritage system approach defines a functional system made up of core features and linkage areas, although these terms are not always used. Isolated natural features or patches that are not linked to the "system" via corridors may also be included and provided appropriate levels of protection.

The approaches for defining the natural heritage systems can be as simple as using set criteria to define a series of core areas and then defining potential corridors and linkages between them on a map, or they can involve complex computer models or decision support tools that make use of geographic information systems (GIS) software. The defined natural heritage system can be based entirely on what currently exists in the landscape, or it can also include areas identified as having potential to increase natural cover and improve ecological function (e.g., an open field located between two existing woodlots could be identified as a restoration opportunity). The process can be open and participatory, involving a wide range of stakeholders to determine criteria related to perceived priorities, or a natural heritage system can be defined first by conservation biology practitioners based on ecological principles, then presented for review and comment by stakeholders. All of these approaches have advantages and disadvantages and none can be considered to be the best or the correct process. In the Essex Region, the first approximation of a natural heritage system was created in 2002 by a large, diverse group of stakeholders. In 2013, this approach was revised and updated in the Essex Region Natural Heritage System Study (ERCA, 2013) and later, incorporated into the County of Essex Official Plan (County of Essex, 2014). This discussion paper will discuss how to reflect that natural heritage system approach into the Kingsville Official Plan Review.

2.5 Essex Region Natural Heritage System

The Essex Region Natural Heritage System Strategy (ERCA, 2013) was developed as a background report for the County of Essex Official Plan update. This report took the approach of establishing recommendations for a natural heritage system in the Essex Region that considered current provincial planning policies (PPS, 2005), current background literature and available biological information on natural heritage features in the region. The purpose of this report was to undertake a natural heritage system mapping and prioritization exercise. This report was an update to the work initially completed in 2002 (ERCA, 2002) and documented as the Biodiversity Conservation Strategy; however, it did not duplicate all analyses completed at that time. The Biodiversity Conservation Strategy employed a significant level of involvement of conservation ecology practitioners, interested stakeholders, and other municipal, provincial and federal government representatives through the formal establishment of a Technical Steering Committee. The primary value of the Essex Region Natural Heritage System Strategy is that it utilized current GIS mapping technology and data to produce an accurate depiction and prioritization of the natural heritage system.

Within the Town of Kingsville, the direction provided in the Essex Region Natural Heritage System Strategy is supported and strengthened by the work completed by the Town of Kingsville and ERCA in 2001 as detailed in the Natural Heritage Inventory (ERCA, 2011). Specifically, this work provided up to date vegetation classification and biological information on 38 core natural heritage features located within the municipal boundaries. It also provided a detailed scoring of the established evaluation criteria for each site.

3.0 LAND USE PLANNING POLICY CONTEXT

This section reviews the provincial, County of Essex and local municipal planning policies that govern the development of lands within the Town of Kingsville.

3.1 Planning Act and Provincial Policy Statement

Land use planning affects almost every aspect of life in Ontario. It helps decide where in our community homes, retail and industrial uses should be built; where parks and schools should be located; and where roads, sewers and other essential services should be provided. Land use planning also means managing our land and resources. It helps each community to set goals about how it will grow and develop and to work out ways of reaching those goals while keeping important social, economic and environmental concerns in mind. Land use planning balances the interests of individual property owners with the wider interests and objectives of the whole community. The *Planning Act*, R.S.O. 1990, c.P.13, as amended (*Planning Act*) is the principle piece of legislation that guides land use planning in Ontario.

The *Planning Act* (Part 1, Section 2) lists the matters of provincial interest that municipalities are required to "have regard to" in carrying out their responsibilities under the *Planning Act*. Five select items of particular interest related to natural heritage and natural heritage systems planning are:

> *"(a) the protection of ecological systems, including natural areas, features and functions;*
>
> *(d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;*
>
> *(h) the orderly development of safe and healthy communities;*
>
> *(p) the appropriate location of growth and development; and*
>
> *(q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians."*

The "…protection of ecological systems…" is a critical statement as it establishes the evolved Provincial direction for a broader systems-based approach to natural heritage protection and entrenches it into the planning process. The focus in Provincial legislation has moved away from a "features" based approach to a "systems" based approach. The importance of planning to protect not only individual features but also to recognize the value of linking and connecting features and systems together is fully recognized in the Planning Act.

The *Planning Act* authorizes the Province to develop policies on matters relating to land use planning. The *Planning Act* (Part 3, Section 5) requires that municipal decisions affecting planning matters "*shall*

be consistent with" policy statements issued under the Planning Act. The Provincial Policy Statement (MMAH, 2014) issued under section 3 of the Planning Act came into effect on April 30, 2014. This replaced the previously issued Provincial Policy Statement issued March 1, 2005. Section 2 of the Provincial Policy Statement, referred to hereinafter as the PPS, outlines policies related to the wise use and management of resources. Section 2.1 and 2.2 of the PPS focuses on the protection of natural heritage and water resources, respectively.

The PPS also specifies areas where development and site alteration are not permitted, such as within significant wetlands or, as per sections 2.1.6 (fish habitat) and 2.1.7 (habitat of endangered species and threatened species), where development and site alteration are not permitted unless it is done in accordance with provincial and federal requirements. The PPS also recognizes that there may be impacts from development and site alteration on adjacent lands to the proposed activities. Section 2.1.8 requires that the ecological function of the *adjacent lands* are evaluated and it can be demonstrated that there will be no negative impacts on the natural features or on their ecological functions prior to development taking place.

Although many of the PPS policies regarding natural heritage focus on individual features (e.g., significant wetlands, significant woodlands, and significant wildlife habitat) it also recognizes the importance of connections, linkages and systems. Section 2.1.2 of the PPS states that:

> *"The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features."*

The PPS goes further in Section 2.13 to state that: "Natural heritage systems shall be *identified* in Ecoregions 6E and 7E, recognizing that natural heritage systems will vary in size and form in settlement areas, rural areas, and prime agricultural areas."

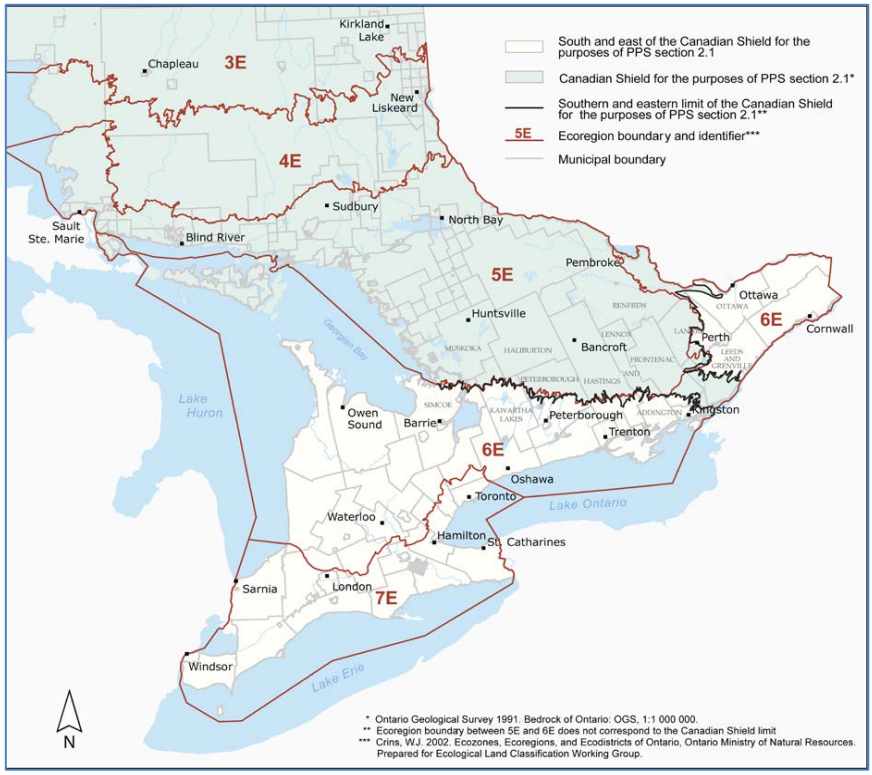


Figure 1 Ecoregions for the purposes of policies under Section 2.1 of the PPS (MNR, 2010).

It is important to note that the definition of natural heritage system (Section 6.0 Definitions, PPS 2014) includes "*lands with the potential to be restored to a natural state*" This is a crucial point, because it means that not only does the Province recognize the need to protect existing features, but also areas that have restoration potential to create an improved natural heritage system. Thus the PPS promotes protection and improvements of natural heritage features and systems and their ecological functions. The policies in the PPS represent minimum standards and the PPS is not meant to prevent municipal policy from going beyond the minimum standards for protection of a locally defined natural heritage system, but this protection must also be balanced with other land use needs.

While the province has delegated the responsibility for incorporating natural heritage and water-related planning decisions to planning authorities, it continues to provide supporting guidance materials to assist planning authorities in interpreting the respective policies. These materials have been provided to assist planning authorities in the identification and evaluation of these features and processes. The Ontario Ministry of Natural Resources has prepared the *Natural Heritage Reference Manual* (OMNR, 2010) to provide guidance in interpreting the PPS policies on natural heritage. The document includes an appendix outlining a recommended approach to natural heritage system planning. To help planning authorities identify Significant Wildlife Habitat as per the PPS, the *Significant Wildlife Habitat Technical Guide* provides provincial direction (OMNR, 2000). The Ontario Wetland Evaluation System Southern Manual provides the technical process for evaluating wetlands to determine their significance (OMNR, 2014). In addition, the technical direction provided for determining significance of natural features is also detailed in the Ecological Land Classification for Southern Ontario manual (Lee et. al. 1998).

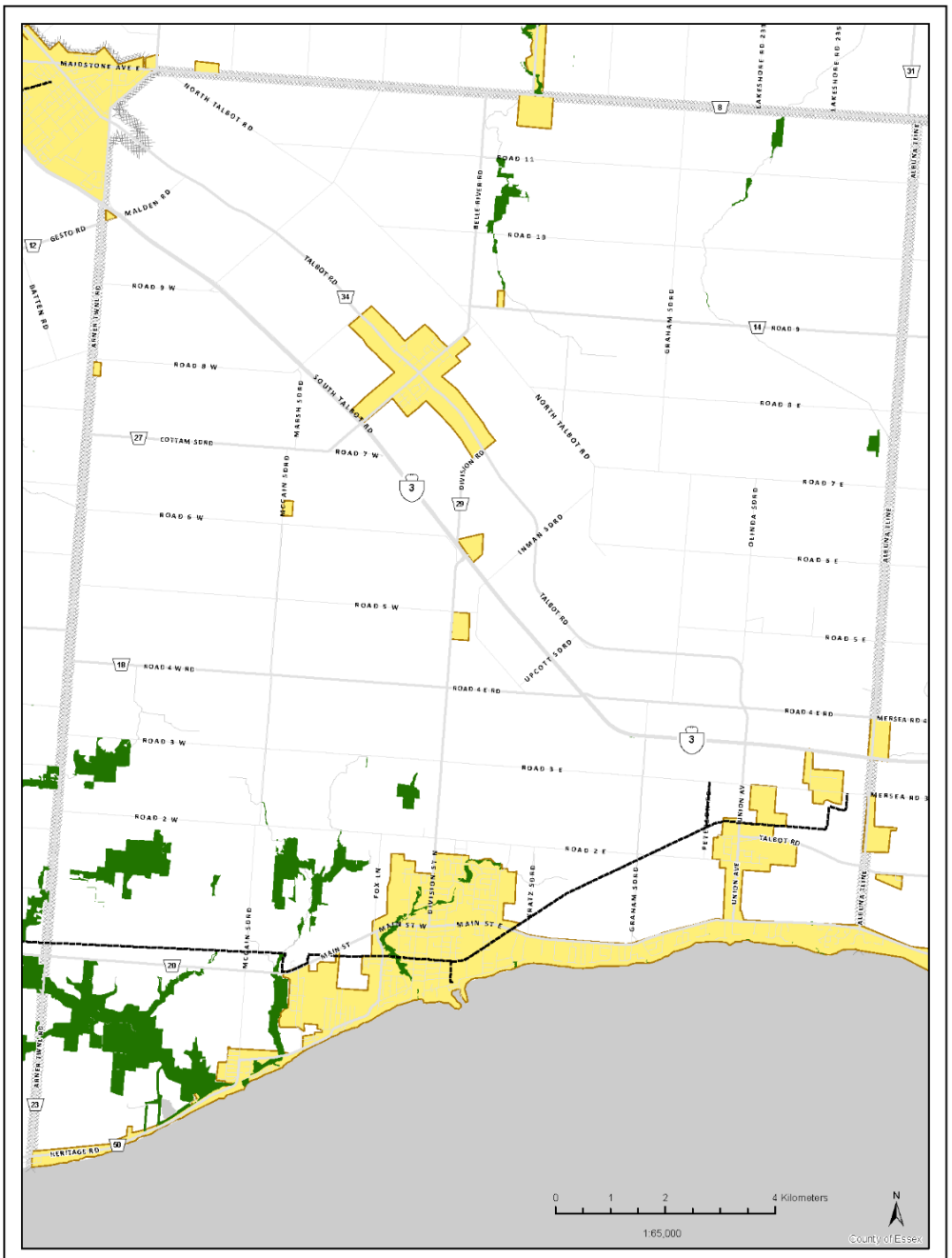
3.2 County of Essex Official Plan

The Official Plan for the County of Essex was approved by the Ministry of Municipal Affairs and Housing on April 28, 2014. The County Official Plan provides a policy framework that guides local municipalities and the County in planning land development and use, in support of long-term economic growth and sustainability. While local Official Plans, such as in the Town of Kingsville, will continue to exist and cover specific detail related to their respective municipalities, the County Official Plan addresses issues that cross municipal boundaries, such as natural and cultural heritage, and archaeological resources; mineral, mineral aggregate and petroleum resources; prime agricultural areas; transportation; economic development; and growth management.

Land use planning decisions in the Town of Kingsville are required to conform to the County of Essex Official Plan (COP) and be consistent with the current PPS, 2014. The COP identifies and establishes policies for the protection of key natural heritage features and policies that need to be adhered to for development applications in proximity to natural heritage features. Linkages targeted for protection are identified, however the COP only includes policies for the identification, protection and enhancement of connectivity between features; including target areas but does not include the identification of a completed natural heritage system that has been established for the Town of Kingsville.

The COP sets the parameters for the lower tier municipalities to further refine the identified Natural Heritage System during the establishment of new Official Plans and updates. The COP also includes policies requiring the preparation of an Environmental Impact Study for development proposals within and adjacent to identified natural heritage features. The approach that the COP takes for natural heritage feature and natural heritage system identification is through the identification of natural heritage features for designation (as identified on Schedule A1 and B1), through the identification of natural heritage features to be protected from development unless it can be demonstrated that no negative impact on the feature will occur (as identified on Schedule B2), and the identification of restoration opportunities where connections and linkages can occur between natural features identified in Schedule A1 , B1 and B2.

Through careful consideration and planning, the establishment of a natural heritage system in Kingsville can be structured through the direction provided by the COP. It should be noted, however, that a lower tier Official Plan can go above and beyond what is identified in the upper tier Official Plan. The following maps are provided from the County of Essex Official Plan with specific reference to the Town of Kingsville.



Town of Kingsville Natural Heritage Background Discussion Paper

Figure 2

County of Essex Official Plan (2014): Schedule A1 – Land Use Plan

Natural Environment Designation
ANSI
Settlement Areas

Figure 2 County of Essex Official Plan Schedule A1 - Land Use Plan

Figure 2 depicts lands within the Town of Kingsville designated Natural Environment and protected from future development within the County of Essex Official Plan. Several key natural heritage features within Kingsville are designated: of note are the Cedar Creek wetland complex, Jack Miner Woods, and two large intact forest communities – Balkwill Woods and Arner Pin Oak Woods. All of these features have been identified as significant features in planning documents since the early 1980s.

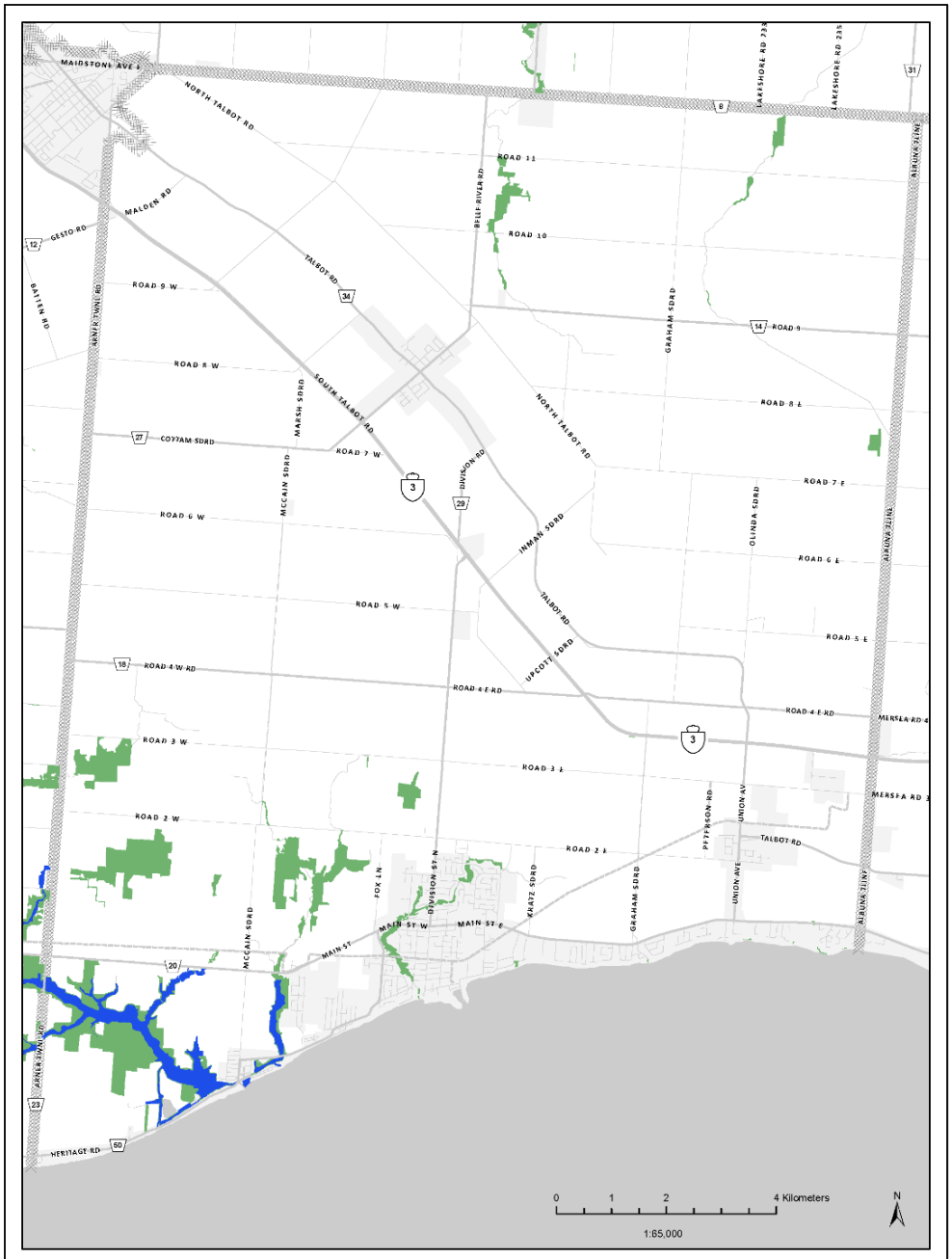


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Figure 3

County of Essex Official Plan (2014):
Schedule B1 – Natural Heritage System, Natural Environment Designation

Significant Terrestrial Features
Provincially Significant Wetlands

Figure 3 provides additional detail for those features identified within the Schedule A1 Land Use Plan of the County of Essex Official Plan. All features that scored between 5 and 11 of a total of 11 criteria for significance in the Essex Region Natural Heritage System Study are reflected as Natural Environment designation in Schedule A1 of the Land Use Plan. Lands designated as Natural Environment in the County Official Plan are further categorized in Schedule B1 as being either a significant terrestrial feature or an evaluated Provincially Significant Wetland.

Figure 3 County of Essex Schedule B1 - Natural Heritage System; Natural Environment Designation

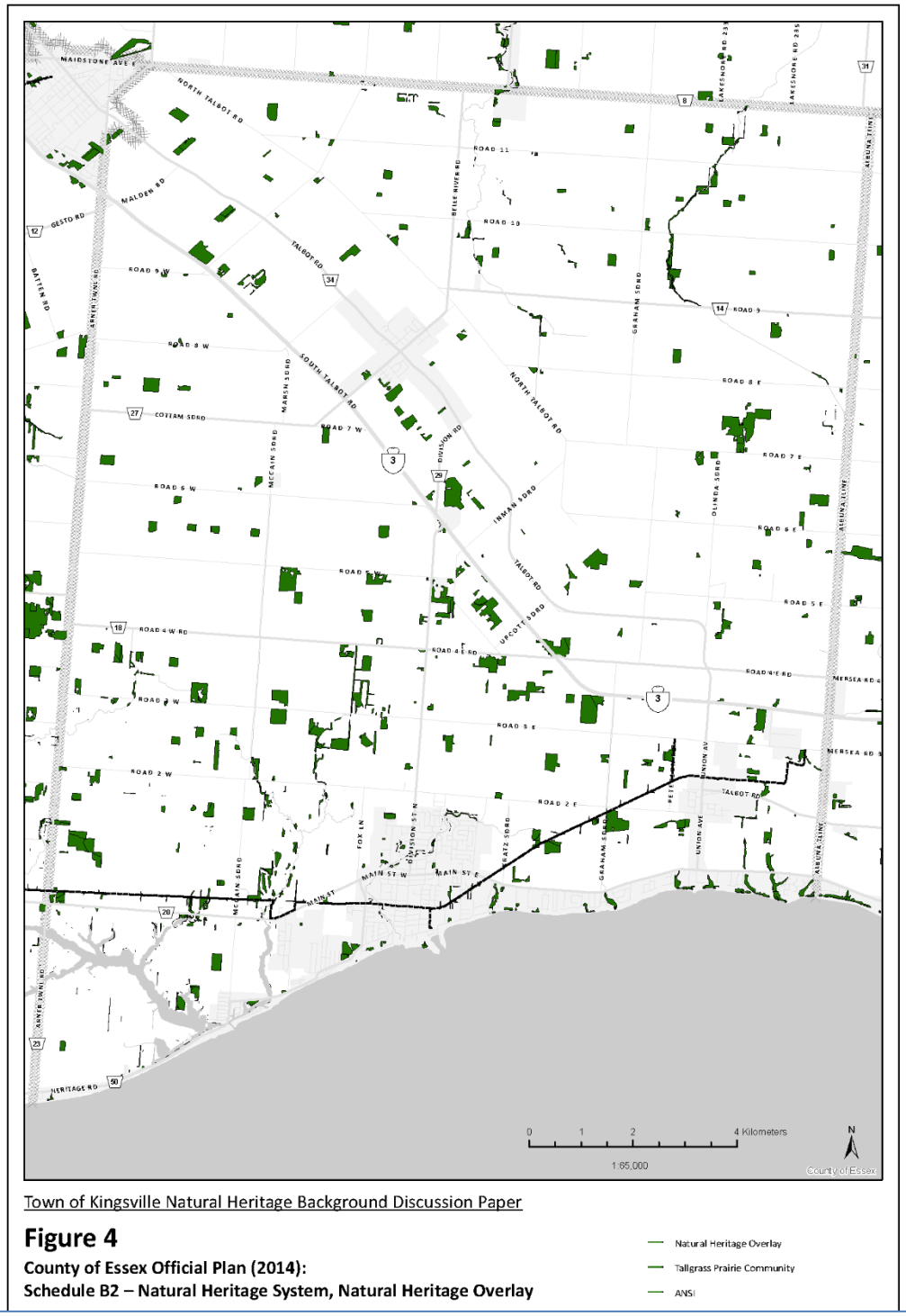

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Figure 4

County of Essex Official Plan (2014):
Schedule B2 – Natural Heritage System, Natural Heritage Overlay

Figure 4 depicts the individual natural heritage features of the Natural Heritage System as identified in the County of Essex Official Plan. All natural heritage features that were identified in the Essex Region Natural Heritage System Study as scoring between 1 and 4 of the 11 criteria for significant are identified as features in the Natural Heritage Overlay of the County of Essex Official Plan. These features can be viewed as additional building blocks of a natural heritage system when combined with natural features from Figures 2 and 3.

Figure 4 County of Essex Official Plan Schedule B2 - Natural Heritage System, Natural Heritage Overlay

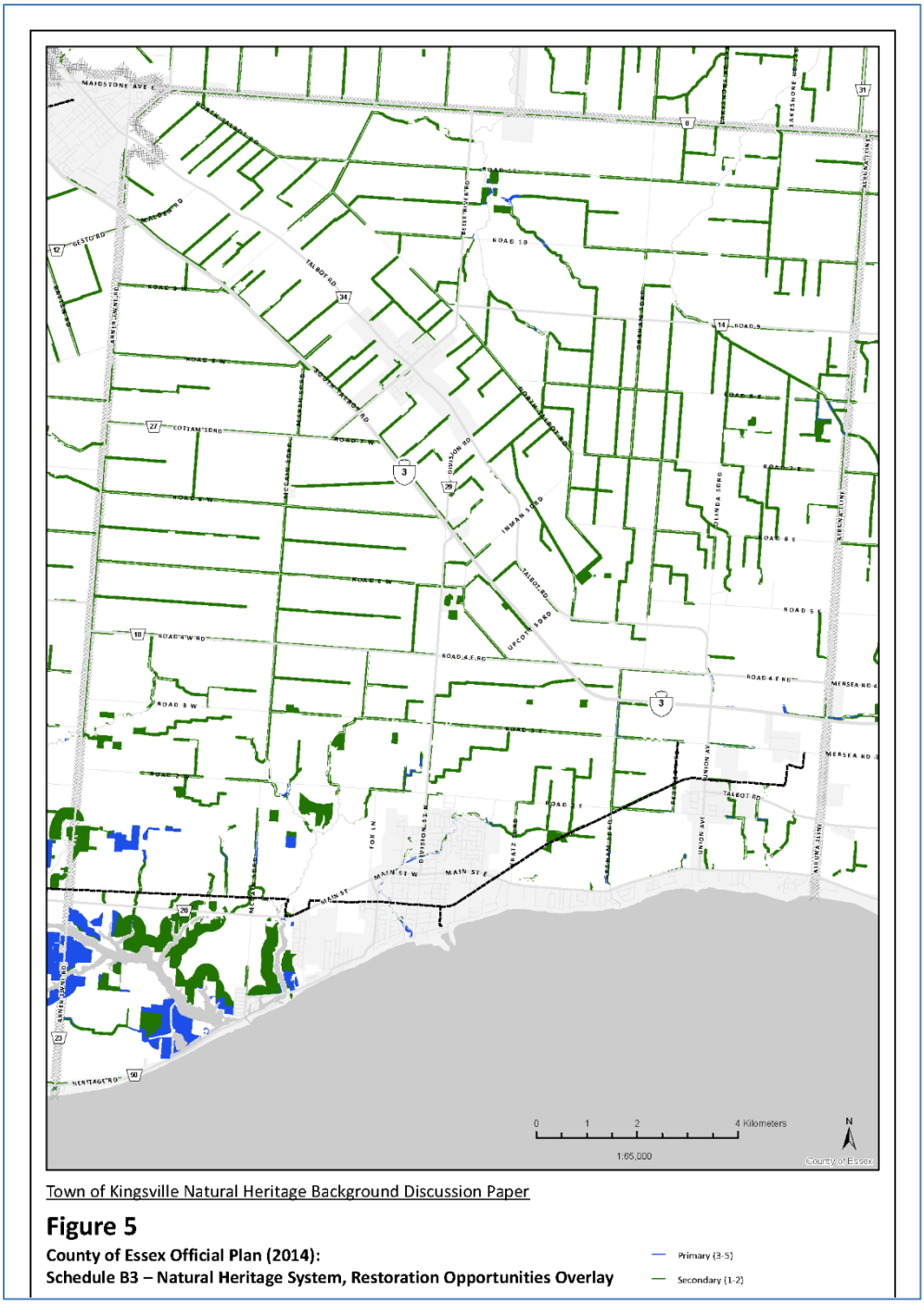

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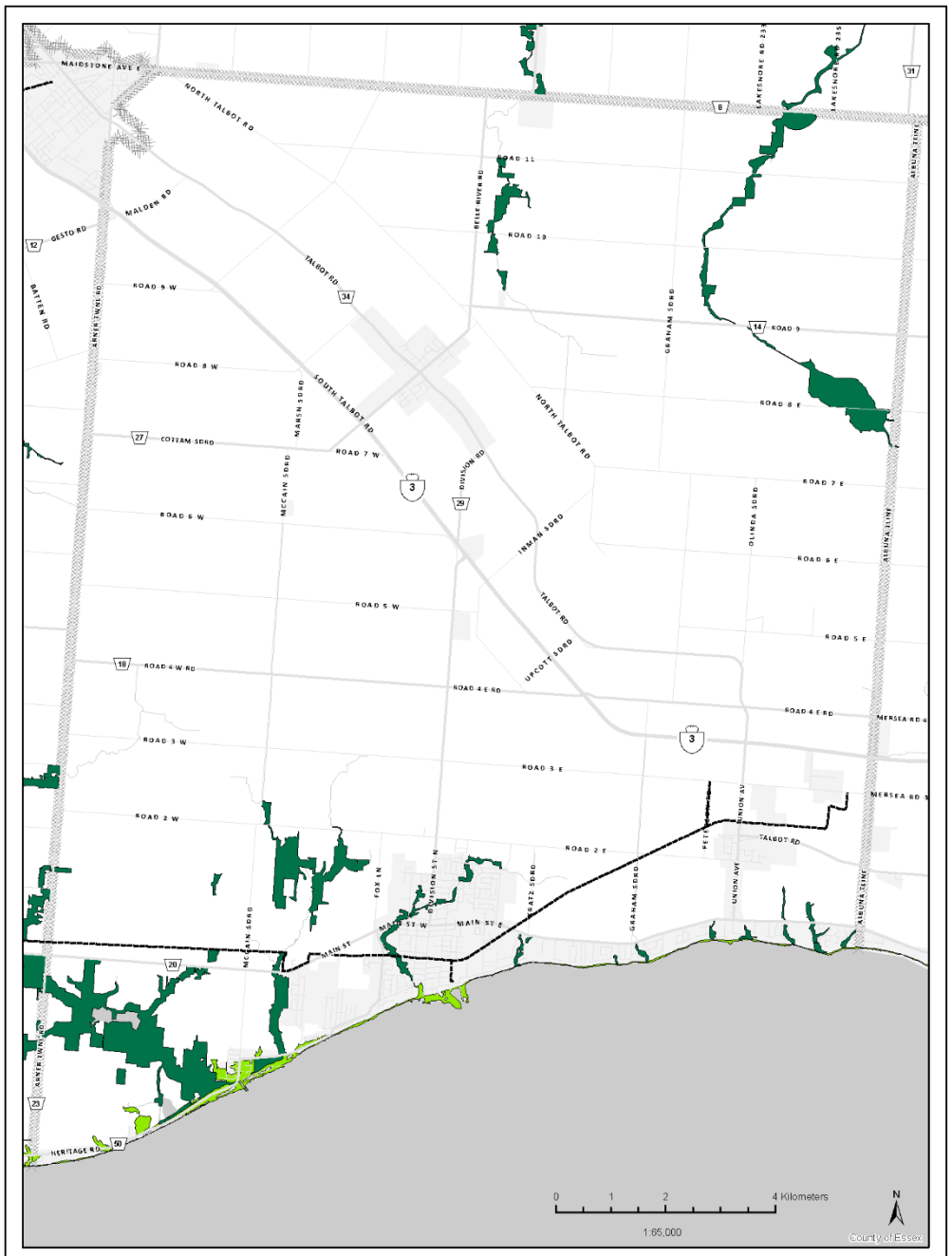
Figure 5

County of Essex Official Plan (2014):
Schedule B3 – Natural Heritage System, Restoration Opportunities Overlay

Figure 5 County of Essex Official Plan Schedule B3 - Natural Heritage System; Restoration Opportunities Overlay

Figure 5 depicts the Restoration Opportunities Overlay of the Natural Heritage System as outlined in the County of Essex Official Plan. Restoration opportunities were identified along watercourses, as a restoration opportunity around the extent of existing Provincially Significant Wetlands, and surrounding specific natural heritage features where restoration or enhancement of existing natural features has been recommended in previous studies. In addition, those identified linkages and corridors were prioritized, using 5 criteria for significance, to assist partners in considering the most appropriate locations to establish corridors and linkages as a component of a Natural Heritage System. These prioritized restoration opportunities are provided to assist Kingsville and conservation partners in developing plans and restoration projects.



Town of Kingsville Natural Heritage Background Discussion Paper

Figure 6

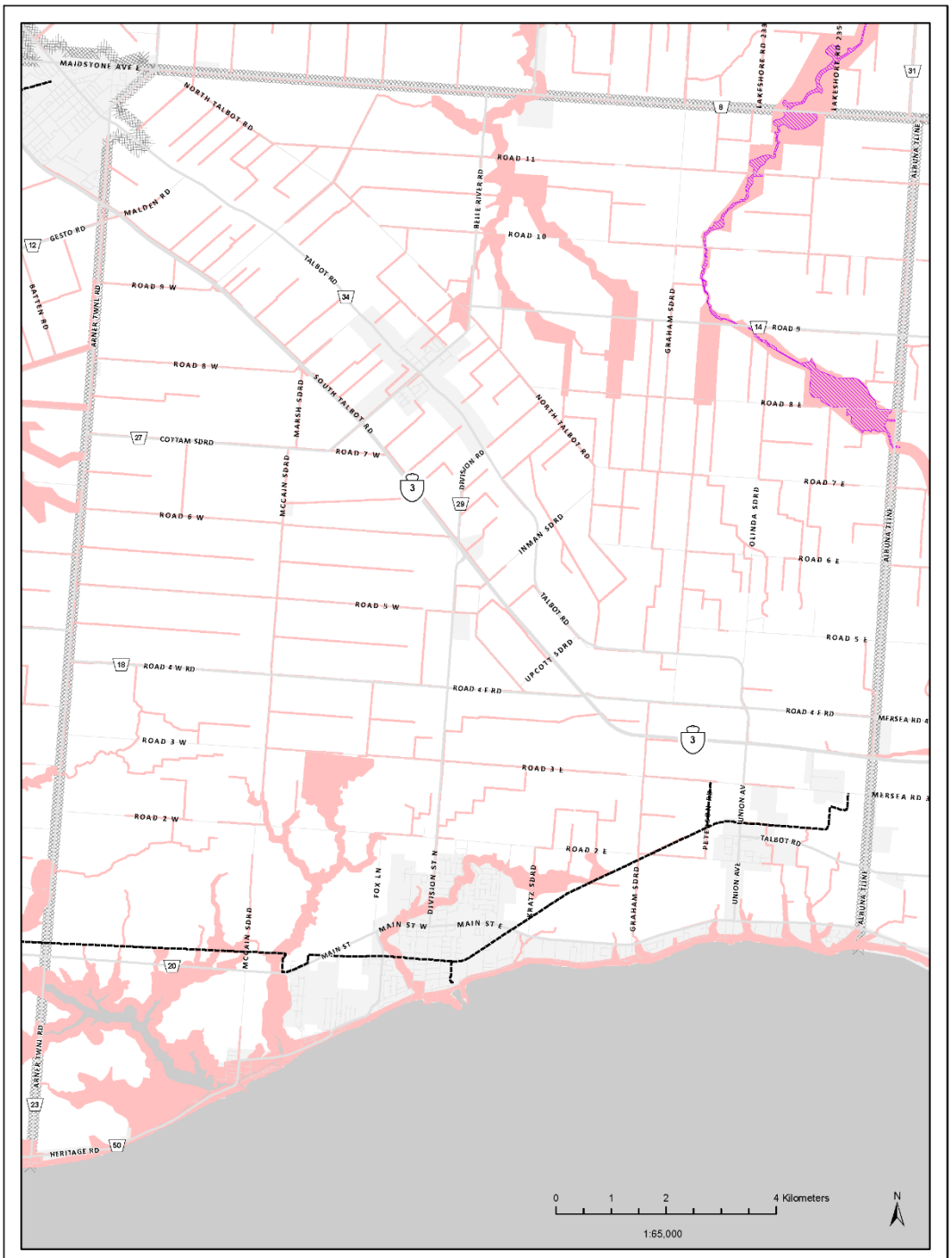
County of Essex Official Plan (2014):
Schedule C1 – Areas Susceptible to Flooding

Inland Flood Prone Areas

Lake St Clair, Detroit River, Lake Erie Flood Prone Area

Figure 6 County of Essex Official Plan Schedule C1 - Areas Susceptible to Flooding

Figures 6 and 7 depict the current County of Essex Official Plan schedules for areas susceptible to flooding and areas regulated by the Essex Region Conservation Authority. A natural heritage system can build from these existing constraints as the responsibility of the land use planning authority is also to ensure development is generally directed to areas outside of natural hazards (PPS Section 3.1). These areas have been identified through engineering studies and modelling exercises. It should be emphasized that these constraint maps do not prohibit development unless the specific characteristics of the natural hazard and proposed development are incompatible.



Town of Kingsville Natural Heritage Background Discussion Paper

Figure 7

County of Essex Official Plan (2014):
Schedule C2 – Regulated Areas

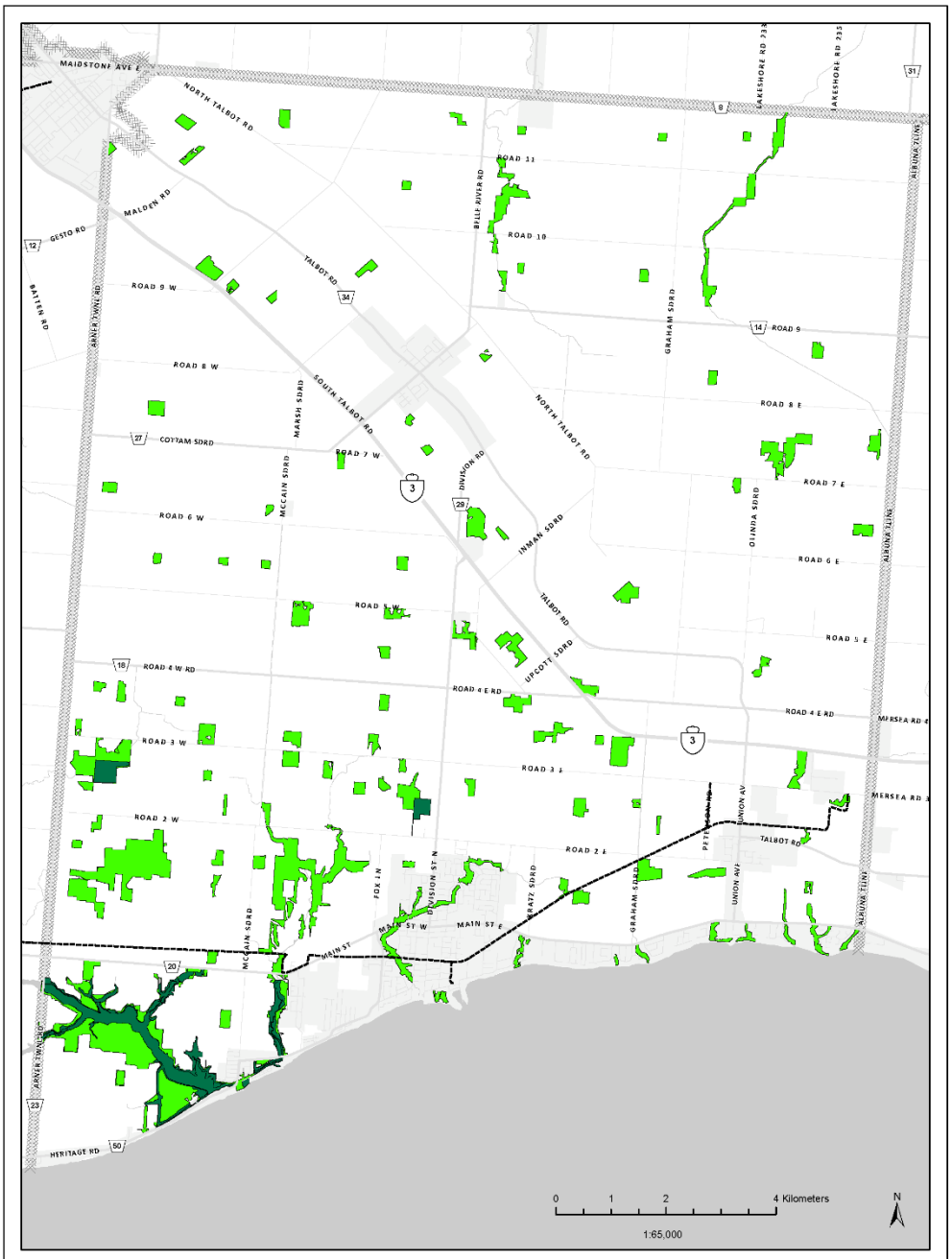
Regulated Areas under the Conservation Authorities Act
Max Flood (Exceeds the 100 yr Floodline)

Figure 7 County of Essex Official Plan Schedule C2 - Regulated Areas

3.3 Kingsville Official Plan

The existing Official Plan of the Town of Kingsville provides guidance on natural heritage policies and overall policy direction. The natural heritage policies of the existing Official Plan are outlined in Section 4.2 Natural Heritage Features and depicted on Schedule "B". Figure 8 is an illustration of the features and their corresponding land use classification policy approach.

Associated policies for Environmental Protection Areas and Environmentally Significant Areas are outlined in Section 4.2 of the Official Plan.



Town of Kingsville Natural Heritage Background Discussion Paper

Figure 8
Existing Town of Kingsville Official Plan
Schedule "B" Official Plan Natural Heritage Features

Figure 8 Existing Town of Kingsville Official Plan Schedule "B" Official Plan Natural Heritage Features

4.0 THREATS TO NATURAL HERITAGE

To appreciate the need for defining and protecting natural heritage features and systems, it is necessary to understand some of the key conservation issues related to biodiversity and natural heritage. There are a great number of threats to biodiversity that result from human activities and different land uses including:

These threats affect the ecological function within individual ecosystems and across the landscape. For humans this means the loss or degradation of important ecological goods and services provided by these systems.

This section reviews these threats to biodiversity in southern Ontario, among the most significant of which is habitat loss and fragmentation. The impacts of habitat fragmentation and conservation concerns related to habitat patch characteristics, such as size and shape, in a fragmented landscape are discussed, followed by a review of some more general significant conservation issues. Implementing a natural heritage system approach addresses all of the major conservation problems outlined here, either directly or indirectly.

4.1 Habitat Loss and Fragmentation

Habitat loss is a concept that is easily understood and widely recognized as an environmental concern. Habitat loss can include the shrinkage of a particular habitat type by removal from an outside edge resulting in partial or complete loss, or the perforation of a habitat type by removal of internal sections. In contrast, habitat fragmentation is a process of breaking a whole into smaller pieces, such as through bisecting. For example if a section of a woodlot were removed that would be habitat loss. If a road was driven through the woodlot splitting it into two separate areas, that would be habitat fragmentation (as well as some habitat loss).

Following European settlement, southern Ontario's extensive forests went through a profound period of habitat loss due to agriculture and urbanization. Since that time much of the habitat that remains has been further fragmented, splitting it into smaller and smaller pieces. A fragmented landscape is thus characterized by remnant patches of natural habitat surrounded by human land uses such as agriculture and urban areas.

The effects of habitat fragmentation on biodiversity are predominantly related to the size and shape of the remaining habitat patches, the degree of connectivity between them, the surrounding dominant land use, and their position in the landscape relative to each other. It is important to keep in mind that, while these concepts may seem complicated, they represent the basic principles behind the methodology to define natural heritage systems.

Ducks Unlimited Canada completed an analysis of wetland conversion since pre-settlement times (Ducks Unlimited Canada, 2010) and showed that in the Essex Region prior to European settlement the landscape was covered by greater than 60% wetlands. The study documented that in 2002 less than 5% remained in the entire Essex Region. This figure is supported by work that was completed by ERCA which estimated that the total land cover by wetlands in 2008 in Essex Region was only 7.86% (ERCA, 2013).

4.2 Size of natural heritage features

A basic principle when dealing with habitat patches, bigger is generally better. The larger a habitat patch is, the higher the diversity of conditions it is likely to contain (such as slope, vegetation types, tree maturity, etc.), and therefore the more species it is likely to support. In addition, it is easy to accept that a large patch of habitat is likely to have more resources such as food and shelter, and therefore could support more individuals of each species. Thus a large habitat patch is more likely to support a local *population* of that species which can be maintained through reproduction. In contrast, a small patch might only support a few individuals of that species. If all of them are of one sex or beyond breeding age, that species would eventually disappear from the patch.

Many species, including birds such as tanagers, some thrushes and numerous warblers, are "area-sensitive," that is, they require large blocks of habitat for an individual, a pair, or a population to survive. Larger patches are also more likely to maintain ecological functions and to be sheltered from negative external impacts.

Fragmentation reduces the size of habitat patches and therefore limits the ability of a natural area to support species populations, especially area-sensitive species. As species disappear due to habitat fragmentation, whole ecological communities are affected. This means that vital interactions for the ecosystem may be lost.

4.3 Shape of natural heritage features

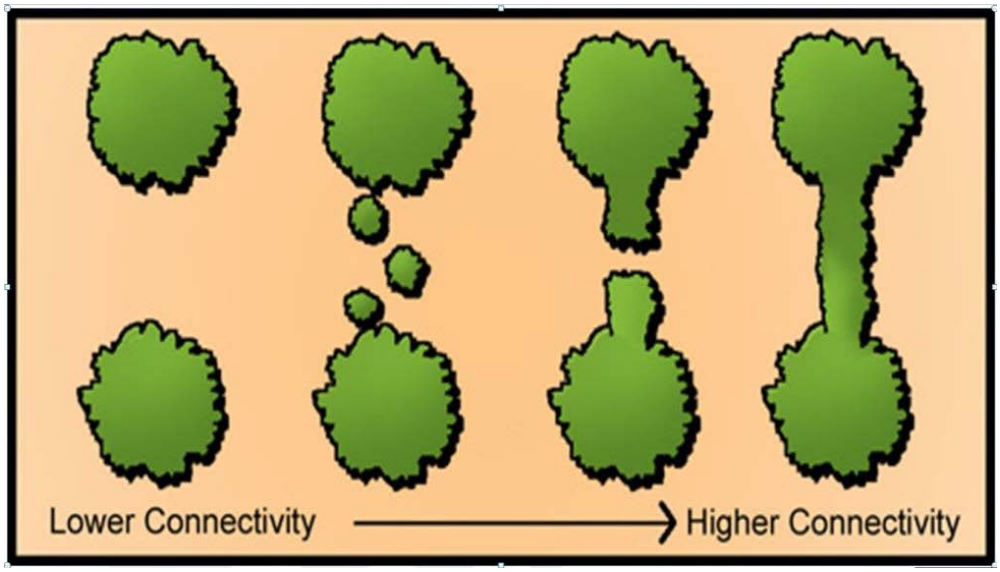
Habitat patch size and shape are closely related and the reciprocal influence of size and shape on biodiversity is not always clear or exclusive. Habitat patch shape is important for two main reasons. The first is in relation to the concept of interior habitat, which is of importance primarily for forests. Forest interiors tend to be darker, cooler and damper than areas near the outer edge. This is a specialized habitat required by many wildlife species, particularly birds such as thrushes. When forests dominated the landscape forest interiors would have been the norm and these birds would have been abundant.

Currently numerous forest bird species are experiencing population decline. Habitat fragmentation, with associated loss of forest interior, has been implicated as a factor in their decline (OMNR, 2010). Larger and more compact patches are likely to have more forest interior than smaller narrow patches.

Habitat patch shape is also important because of its exposure to negative external influences or "edge effects." These include higher temperatures, localized drought and storm damage caused by exposure to sunlight and wind, increased invasion by exotic species, and higher rates of predation and parasitism. Generally speaking, the more unevenly shaped a patch is, the more it is exposed to negative edge effects. Conversely, compact-shaped patches have less exposure. A square shape is good, but a circle has the lowest edge-to-area ratio and therefore the least exposure.

4.4 Connectivity between existing natural heritage features

Species that have limited mobility or that require very specific habitat types are particularly vulnerable to habitat fragmentation because they have difficulty moving from one habitat patch to another; some species of insects, snakes and rodents are particularly vulnerable. For example, a species with limited mobility may not be able to physically traverse the distance between patches or, the landscape between the patches is inhospitable, and therefore creates a barrier to movement. The more isolated the patches, the less opportunity there is for movement between them.



Generally speaking, isolated populations are more prone to extinction. For example, the population could use up all of the food resources in a habitat patch and have no means of moving to another location. Or, a species that requires more than one habitat type to complete its life cycle, such as an amphibian, may no longer have access to each habitat type.

Of particular concern is the fact that isolated populations, especially if they are small, have limited genetic diversity. By not breeding with individuals from outside populations they may be subject to inbreeding and the loss of genetic fitness. This can ultimately limit persistence because the options for adapting to environmental change or resisting disease have been diminished. This is a very significant

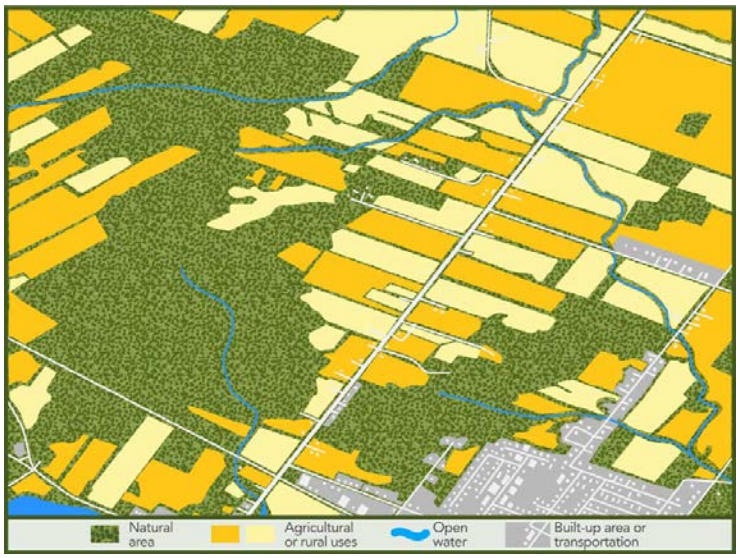
point in relation to biodiversity conservation because it means that the presence of a species in one or more habitat patches today does not guarantee that it will still be there in the future. The population may already be at risk.

The most obvious solution to dealing with the problems associated with patch isolation is to maintain or restore connectivity between isolated habitat patches. The Natural Heritage Reference Manual (OMNR, 2010) defines linkages and corridors as" :*...a linear area intended to provide connectivity (at the regional or site level), supporting a complete range of community and ecosystem processes, enabling plants and smaller animals to move between core areas and other larger areas of habitat over a period of generations*". Provincial legislation has recognized the need for this connectivity by supporting the creation of natural heritage systems instead of only requiring the protection of natural heritage features. They may also be referred to as wildlife movement corridors, biological corridors, and greenways. The idea is to provide an opportunity for wildlife to navigate safely from one habitat patch to another. By doing so additional resources may be available or there may be an improved opportunity for genetic exchange between populations, promoting fitness.

In general, species with specialized habitat requirements, or the more sensitive it is to predation, the more it will depend on continuity of the habitat(s) for movement across the landscape, and therefore would benefit from corridors. For example, an amphibian that needs to make use of water for part of its lifecycle and forest habitat for another will depend on these habitat features being connected. Other forms of connectivity may suffice for less specialized or more mobile species. For example the close proximity of patches can allow for some species to move between them provided the intervening habitat is not inhospitable and no barriers are in place. A series of patches in close enough proximity can provide a "stepping stone" function for some species as they move between larger patches in an otherwise inhospitable landscape.

4.5 Distribution of habitat across the landscape

The distribution and patterns of existing natural heritage features across the landscape is equally important to maintenance of ecosystem function. The proximity and direction of large versus small features of varying shape, habitat type and quality within the context of varying land use types has a profound influence on biodiversity. All of the habitat characteristics discussed previously (size, shape and connectivity) combined with habitat location determine the structure and interaction of the



individual subpopulations of species within each habitat feature and the total of all of those populations in the landscape.

To maintain a species that requires patch specific habitat type, it is critical that there is interaction between different habitat features to provide enough mixing of genetic diversity to support the population as a whole. For example, if all of the remaining habitat patches in an area are small, far apart and separated by urban lands and road crossings there will be little or no opportunity for species to move between them, and over time the subpopulations within each patch will start to disappear. Eventually the entire population throughout the whole landscape disappears. On the other hand, if small patches are in close proximity to a large patch separated by agriculture, then the large patch may be big enough to have a sustainable population of its own, and can perhaps maintain the subpopulations in the smaller patches because individuals can move between them.

Population theory in relation to habitat patch configuration can have profound implications for managing landscapes. For example, it is now apparent that habitats appearing to be healthy to the untrained eye may in fact have limited ecological integrity because they are losing species. More significantly, if achieving the goals of ecological health and integrity and sustaining these over the long term requires maintaining the full complement of biodiversity known to occur in a given area, then we may not only need to keep most of the remaining habitat, we will have to strategically add habitat to the landscape. Significantly, all vegetation community types should be represented in sufficient quantity and quality to support all of the native species components of the ecosystems.

In Kingsville, the distribution of habitats is relatively well dispersed with individual features located in isolation from one another. However, there are opportunities for connectivity – both in terms of connecting habitats together or in recognizing existing linkages (such as along drainage corridors) and enhancing them. Private landowner restoration projects have also played a large role in voluntary efforts to create habitat on the landscape.

In addition to issues related to habitat fragmentation and the resulting impacts on habitat size, habitat isolation/connectivity, and habitat location, there are a number of significant threats to biodiversity and the natural heritage of southern Ontario that are worth reviewing such as invasive species, roads, urbanization, agriculture, recreation and pollution and climate change . All of these threats occur in the Town of Kingsville. It is worth reviewing these threats first to raise awareness of their existence and extent, and second to point out that the identification of significant natural heritage features and protection of these features through land use policy is still no guarantee that natural heritage values (such as biodiversity) will be maintained.

4.6 Invasive Species

It is commonly accepted that, next to outright habitat loss, invasive species represent the greatest threat to global biodiversity (Vitousek et al. 1996). According to the *Invasive Alien Species Strategy for Canada* (Government of Canada 2004), invasive species are "harmful alien organisms whose introduction or spread threatens the environment, the economy, or society." Alien species are "species of plants, animals, or micro-organisms introduced by human action outside their natural past or present distribution" (Government of Canada 2004). In their new environment invasive exotic species generally lack the natural ecological controls (e.g. predation, herbivory or disease) that regulate populations of native species.

More than 185 invasive species have become established in the Great Lakes basin. Two invasive exotic insect species of potential concern in the Essex Region are the Emerald Ash Borer (*Agrilus planipennis*) and the European Common Reed (*Phragmites australis subsp. Australis*). The Emerald Ash Borer has recently spread to numerous parts of southern Ontario, and its effects on ash trees and forest ecosystems have been well documented. The impacts locally has been primarily through the loss of large, adult trees as well as a change in the overall structure of the canopies of many forests. The European Common Reed has also had a significant impact on a variety of ecosystem functions including potential risks to public safety (through reducing visibility along roadways and increasing the potential for fires), reductions in diversity of species found in areas where invasive species dominates, and reductions in the ability of wildlife to make use of existing habitats where invasive Phragmites dominates. Many invasive species have become well established in southern Ontario and with ongoing pressures from population growth and cross-border movement of goods, more species are likely to arrive in the future. Eradication of most species is not feasible; therefore control measures must be based on available funding and targeting priority areas, such as high quality natural areas or habitats which species at risk. Measures to address invasive species within existing natural habitats must consider the specific species and its specific biological attributes. An approach to address the negative impacts may best be undertaken from a regional perspective recognizing the mechanisms of spread of the species.

4.7 Roads

Road ecology is a rapidly expanding science concerning the impacts of roads on ecosystems. These impacts include habitat fragmentation (as discussed previously), creating barriers for wildlife movement, wildlife mortality, spreading of invasive species, increasing noise, artificial lighting, and the introduction

of pollutants into the environment (OMNR, 2010). One of the main concerns about roads is their impact on wildlife populations. For example, some small mammals (e.g., mice) are reluctant to cross wide openings created by roads because they risk exposure to predators. This restricts dispersal of individuals between populations, potentially reducing genetic diversity. Road kill also has a direct impact on the long-term sustainability of wildlife populations.

Amphibians and reptiles are vulnerable to road mortality because of their small size and rate of movement. Turtles are particularly at risk due to their slow speed. Complicating factors include mass migration of amphibians across roads to reach breeding pools under ideal weather conditions and the attraction of species such as snakes to the warmth retained by roads in early morning or evening. Identifying known crossing areas advises travellers that there are species at risk, and helps reduce road kill. Research completed (Choquette and Valliant 2016) documented the significant impacts of traffic mortality around the Ojibway Nature Reserve in Windsor. In total, through three years of systematic surveys of roads around the perimeter of this natural heritage feature researchers documented over 2,000 vertebrate mortalities of 49 different species. Of these 49 species, this included five species of snakes and six species of turtles.

The function of a natural heritage system is clearly compromised by the presence of roads and traffic. The use of mitigation measures such as underpasses or overpasses (collectively referred to as "ecopassages") is growing in North America. An assessment of roads as barriers to wildlife movement as well as of road mortality hotspots is recommended as a means of identifying priority areas for consideration of this as a mitigation measure (Ontario Road Ecology Group 2010). The best approach to mitigate future impacts from roads is the appropriate design and location of roads in association with natural heritage features and natural heritage systems. In general, there has not been a focussed study of high priority areas which would benefit from a road mortality study across the County or within the Town of Kingsville.

4.8 Urbanization

Urbanization is essentially the permanent conversion of natural or agricultural lands to human habitat that is characterized by dense road networks, housing and/or industry. Urbanization can have profound impacts on biodiversity that go well beyond habitat loss. For example, the human habitat that comprises urban areas is incompatible to most species that require a particular type of natural habitat. Instead, a suite of species that are highly tolerant of, or actually benefit from the urban environment thrive here, such as skunks and raccoons. Some species of wildlife can adapt to urban environments and these species become established – recent examples include coyotes, Virginia Opossum, and certain bird species.

In some cases, naturalization of existing residential properties can have benefits on wildlife species. However, even when wildlife attraction is the stated goal it is often a select group of species that people wish to attract because of qualities they find appealing. Under these circumstances, real benefits to overall biodiversity are limited. For example, most lawn and garden plants are exotic species, and some, such as Norway Maple, honeysuckles, English Ivy, and Periwinkle to name a few, are invasive, and have negative impacts if they spread into nearby natural areas. Urban areas also have concentrated sources of many pollutants. These include atmospheric pollutants such as carbon dioxide, and low-level ozone resulting from combustion of fossil fuels, as well as road salt and petroleum products like oils that wash into catch basins and make their way into streams and rivers. Pesticides and fertilizers used to maintain lawns and gardens also find their way into water bodies and natural areas and may have impacts on non-target beneficial species. Other issues that affect wildlife include high levels of noise and artificial lighting which can affect the natural behaviour of many species. Another key unintended consequence of urbanization can be the introduction of predators into a landscape – for example, the introduction of cats into wild areas can have serious detrimental impacts on native wildlife populations.

4.9 Agriculture

The establishment of farms following European settlement resulted in the loss of vast areas of habitat in southern Ontario. Today, habitat loss and fragmentation continues in areas such as the Town of Kingsville because agricultural operations are responding to the regional and global pressures to produce more food. In addition, there are also pressures for the conversion of agricultural land to other land uses as a result of increasing populations. In contrast, for areas with poor soils there may be an increase in habitat cover as farmland is abandoned. Agricultural lands can have both positive and negative impacts on terrestrial biodiversity, and best management practices can be implemented assist farming practices reduce negative impacts on water quality conditions, natural heritage features, etc. Hedgerows can be used to provide a connectivity function for small and large mammals while open cropland can be traversed by many animals, including amphibians migrating to and from forest to wetland. Some forms of agriculture, such as pastures and hayfields, provide habitat for wildlife, most notably grassland nesting birds. Impacts from runoff from agricultural lands can also be considered as impacts if the water contains excess concentrations of contaminants and associated pollutants.

4.10 Recreational Uses

There are numerous recreational uses of terrestrial natural areas (i.e. hiking trails) and a variety of impacts associated with them. In fact, as much as these activities may have human health benefits, no form of recreation is completely benign in relation to biodiversity. Even accessing natural areas on foot can disturb wildlife or result in the introduction and spread of invasive plants, the seeds of which may be clinging to boots, clothing, or pet hair. Well used trails can also result in trampling of vegetation, soil compaction and erosion.

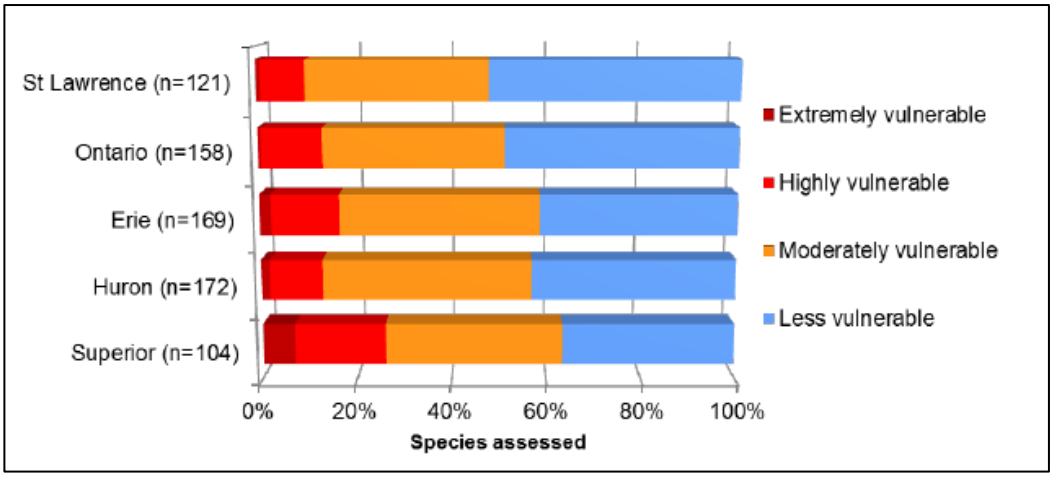
All of the above impacts are multiplied by growing public demand for recreation opportunities and the increasing use of off road vehicles such as mountain bikes, dirt bikes and all-terrain vehicles. Few natural areas are free of at least one of these activities, and the resulting damage is usually obvious. Both public and privately owned lands are affected by these uses, although the former tend to suffer from heavier use. In attempts to protect some highly sensitive areas, many agencies use mitigation measures such as controlling the number of visitors to a site, restricting access during a particular season, or restricting access to sensitive areas within a feature, such as a wetland.

In Kingsville, there is recognition of these pressures and an understanding that the location and design of recreational pathways and trails in public areas should be designed to minimize these negative impacts. There is also recognition of the multiple values of providing access to these natural features for the enjoyment and use of the public. One option that is used by many conservation organizations is to establish management plans for properties which integrate appropriate management actions to protect natural values of these properties while allowing certain activities (such as hiking, trail use) to continue.

4.11 Atmospheric Pollution and Climate Change

Natural areas are continuously subjected to various forms of atmospheric pollution including ground level ozone that contributes to smog. Plants that are sensitive to ground level ozone develop spotting on the leaves, giving them a brownish appearance. This restricts the ability of the leaves to undertake photosynthesis and therefore affects the health and resilience of the plants. Automobile exhaust and

airborne particles of fertilizers can lead to higher than normal atmospheric levels of nitrogen. Rainfall then deposits some of this nitrogen as nitrates in natural areas where it enters the soil. Native plants that are adapted to lower levels of nitrogen may then become stressed while plants that benefit from high nitrogen levels, including some invasive plants, thrive and gain a competitive advantage. The result can be a loss of biodiversity and a decline in ecological health of the entire vegetation community.



Vulnerability of species in Ontario to predicted impacts of climate change.

Global climate change will have unpredictable and possibly catastrophic impacts on ecosystems. All global climate change models predict a rate of global temperature increase that will occur over a much shorter period than at any time in the past. Many species, and plants in particular, are adapted to a given range of temperature and precipitation, thus if conditions surpass this range, those species will become stressed and eventually disappear. Although some models predict major geographic shifts in forest types, the reality is that the natural dispersal capacity of many trees and other species will not allow them to shift their ranges quickly enough. To make matters worse, fragmented landscapes already prevent the dispersal of many species, and therefore will exacerbate the problem. A provincial study assessed the vulnerability of species found within each Great Lakes watershed to predicted impacts of climate change (Brinker, Garvey and Jones, 2018).

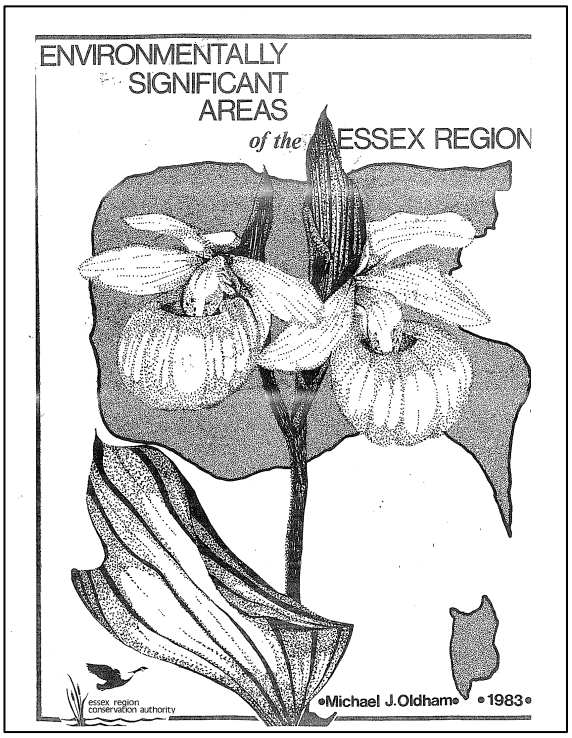
The Town of Kingsville has an important role to play to ensure that natural heritage systems are in place to reduce the impacts of fragmentation, to consider the global trends in climate change, and to provide opportunities for natural systems to adapt to these trends. This role cannot be done in isolation; partnerships with neighbouring municipalities and conservation organizations need to be established and maintained for a regional approach to natural heritage systems and natural heritage system protection to be effective.

5.0 CURRENT NATURAL HERITAGE CONDITIONS IN KINGSVILLE

The previous section of the report detailed the variety of threats to natural heritage features and systems and presented how these threats can be addressed by a natural heritage system approach. This section of the report with detail the natural heritage conditions in the Town of Kingsville and the larger region of the County of Essex and detail how previously completed studies have provided important background data and direction that can be used to inform the natural heritage system and natural heritage feature policies in the Official Plan.

Given that the Town of Kingsville is located in a part of Ontario where the landscape is highly fragmented, all of the threats to natural heritage outlined in the previous section are relevant, and can be best addressed through establishing a natural heritage system. A suite of previous studies have been completed in the Essex Region that can be used to present an historical context of the changes in natural heritage.

In 1983, ERCA completed a background report to the Essex Region Conservation Plan which detailed the Environmentally Significant Areas of the Essex Region (Oldham, 1983). At the time, Essex County had less than 3% of its total land area in forest cover and scrubland; which was at the time, the lowest percentage of any area in Ontario. This landmark report detailed a total of 33 sites of significance and made recommendations for their protection. This inventory of the significant areas was updated in 1994 with additional inventories of 15 significant sites in the region (Lebedyk and Allsop, 1994) and provided an up to date assessment of the most significant natural heritage features in the region. This report also was complemented by recommendations for natural heritage policies to incorporate into regional and local Official Plans. Of the five ESA sites identified in 1983 and 1994 all remain intact today which is a testament to the shared interests to advance their protection.



In 2002, ERCA published the Essex Region Biodiversity Conservation Strategy (ERCA, 2002) which was the first detailed inventory and habitat characterization of natural areas in the Essex Region. In addition, it was the first application of recently published habitat restoration guidelines for natural areas and habitat restoration guidelines (Environment Canada, Ontario Ministry of Natural Resources, and Ontario Ministry of Environment and Energy, 1998). This document, "A Framework for Guiding Habitat Rehabilitation in Great Lakes Areas of Concern" was developed to primarily be used in the Areas of

Concern but it was applied to the entire region. This assessment detailed that current habitat conditions were far below the guideline targets for healthy and sustainable ecosystems and further, they were highly fragmented and degraded and therefore, in need of restoration and protection. Part of the success of this report was that it detailed and prioritized areas in need of habitat restoration, habitat linkage, and enhancement. It was also the first time that a prioritized and idealized 'natural heritage system' would be identified as a target. At the time, Kingsville contained a total natural areas coverage of 2.13%.

Table 2 Natural Areas in the Essex Region in 1994 (ERCA, 2002)

Land Use	Area (Ha)	Percent
Developed Lands		
Agriculture, Urbanization	161, 489.65	93.77
Natural Habitat		
Forest	6,394.75	3.71
Wetland	4242.00	2.46
Tallgrass Prairie	79.00	0.05
Alvar	16.60	0.01
TOTAL NATURAL HABITAT	**10,732.35**	**6.23**
TOTAL LAND AREA	172,222.00	100.00

Table 3 Natural Areas Cover in the Essex Region by Municipality (ERCA, 2002).

Municipality	Total Hectares	Natural Area (Ha)	Percent Natural
Amherstburg	19107.46	2160.29	11.31
LaSalle	6617.27	704.60	10.65
Essex	27843.40	2077.32	7.46
Kingsville	**24819.54**	**1272.94**	**2.13**
Windsor	14602.50	713.22	4.88
Tecumseh	9545.99	338.40	3.54
Lakeshore	53292.84	1376.62	2.58

In 2013, ERCA completed a background report for the County of Essex Official Plan (ERCA, 2013). This report detailed and presented a proposed natural heritage system for the entire region. This work was built on the past biological inventory work as completed in Essex Region in 1983, 1994, 2002. It offered a recommended approach for prioritizing natural heritage features and restoration and linkage areas to establish a natural heritage system.

One of the products of this work was an updated reporting on the natural areas coverage by municipal jurisdictions (Table 4). Based on a revised assessment methodology, the total percent of natural areas within the Town of Kingsville was assessed at 5.81%. The Town of Kingsville supports a diverse assemblage of wetlands, swamps and forests.

Table 4 Natural Areas Coverage by Jurisdiction (ERCA, 2013).

Jurisdiction	Total Area		Natural Area		Percent Natural
	Hectares	Acres	Hectares	Acres	
Town of Amherstburg	19521.48	48238.44	3115.18	7697.75	15.96
Town of Essex	27826.60	68760.76	2486.30	6143.75	8.93
Town of Kingsville	24821.47	61334.93	1442.68	3564.93	5.81
Town of Lakeshore	53253.15	131590.87	1609.18	3976.35	3.02
Town of LaSalle	6805.10	16815.70	1112.61	2749.32	16.35
Municipality of Leamington	25359.67	62664.85	1285.51	3176.55	5.07
Town of Tecumseh	9538.60	23570.30	459.22	1134.76	4.81
County of Essex Subtotal	167126.06	412975.86	11510.69	28443.42	6.89
City of Windsor	14626.96	36143.86	866.21	2140.45	5.92
Township of Pelee	4169.53	10303.09	950.17	2347.91	22.79
Municipal Subtotal	185922.55	459422.80	13327.07	32931.79	7.17
Point Pelee National Park	1507.87	3726.02	1406.00	3474.28	93.24
Total	**187430.42**	**463148.82**	**14733.07**	**36406.07**	**7.86**

The distribution of natural features in the municipality appears to be relatively isolated from one another with a congregation associated with the southern boundary of the municipality (see Figure Existing Natural Features: Town of Kingsville). It is also important to note the relative distribution of natural features from adjacent municipalities. These adjacent natural features are of great significance in terms of establishing a regional natural heritage system that crosses municipal boundaries.

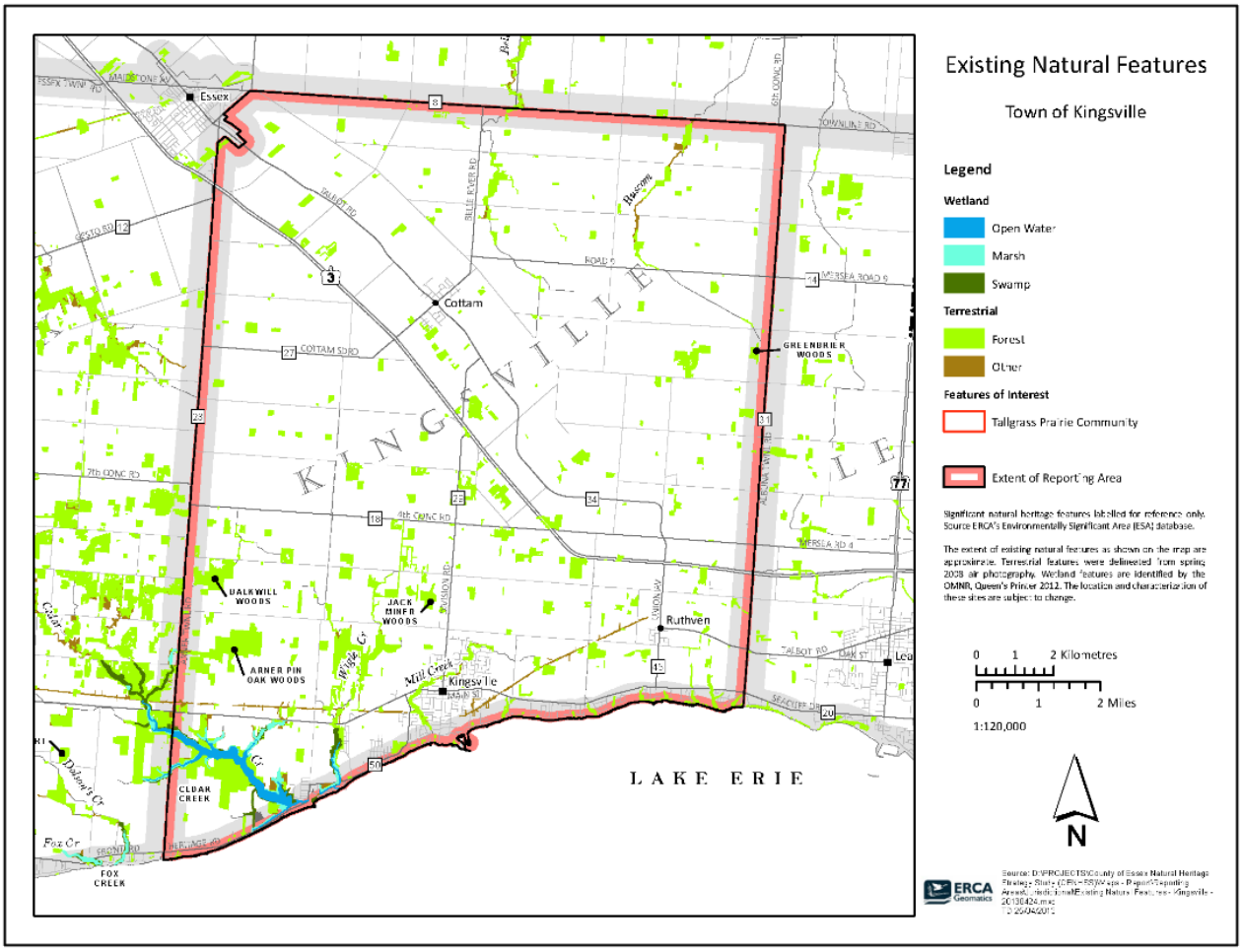


Figure 9 Existing Natural Features in the Town of Kingsville (ERCA, 2013).

5.1 Forest

Forest cover identified in the ERNHSS study refers to features which were identified through aerial photography interpretation as natural features with tree cover. These features not only include vegetation communities which meet the definition of a "forest" based on the Ecological Land Classification (ELC) system – a treed community with greater than 60% tree cover, but also include features which meet the ELC definition of a "woodland" – a treed community composed of between 35% and 60% tree cover (Lee et. Al., 1998). In addition, this layer also includes features which were readily identifiable from aerial photography as containing greater than approximately 10% tree cover, which is now referred to as "sparsely treed" communities in the most recent version of the ELC manual.

Within the Town of Kingsville approximately 5.81 percent is can be considered forest based on the ERNHSS assessment. This figure is well below the 30 percent forest cover guideline recommended as a

minimum (Environment Canada, 2014); the national and provincial goal and target of 17% of natural areas being protected; and the locally endorsed target of 12%. Although the guidelines from Environment Canada were designed to address Great Lakes Areas of Concern (e.g., Detroit River, St. Clair River, Hamilton Harbour), they have been widely used for other landscapes because they are science-based. It is recognized, as stated previously in this report that based on local context and historical lands development patterns, that striving for each local jurisdiction to meet goals that are far above and beyond that which is practically attainable is not productive. Further, that guidance is provided which encourages local jurisdictions to develop their own goals and targets based on the local situational context.

5.2 Other Terrestrial Features

The ERNHSS study also documented and reported on the distribution and presence of other terrestrial natural heritage features (ERCA, 2013). Other natural features include meadows, grasslands, tallgrass prairie, alvars, and shrub thickets and some open water features but are not explicitly described as such in the GIS database. Features within this layer were identified as natural features through past natural heritage inventories and evaluations, Environmentally Significant Areas studies but are not already included within the forest or wetland layers, or which were otherwise discernible through aerial photography interpretation. In the Town of Kingsville, as reported on in the 2013 ERNHSS report, (ERCA, 2013), only 65.46 hectares of the 1442.68 hectares of natural heritage lands were identified as 'Other Terrestrial Features'.

5.3 Wetlands

At the time of the publication of the Essex Region Natural Heritage System (ERCA, 2013) there were 169.98 hectares of provincially evaluated wetlands in the Town of Kingsville. This included wetland features that had been evaluated using the Ontario Wetland Evaluation System methodology (MNR, 2014). Not all potential wetlands in the Town of Kingsville have been evaluated; therefore, there may be additional provincially significant wetlands that would be confirmed only through site-specific inventory. As mentioned above, all features known to be swamp forest were included in the wetland calculations. In most cases, these potential wetlands will be identified in the interim as an existing natural feature.

6.0 PROPOSED NATURAL HERITAGE SYSTEMS APPROACH

6.1 Defining the Approach – A Combined Natural Heritage System

There are three basic definition and policy approaches to natural heritage systems and the following section explains each method. It should be noted that the PPS, 2014 provides policy support for the protection of natural heritage features and it also provides policy direction requiring the identification of a natural heritage system, which includes those connecting linkages and corridors.

A features approach protects all natural features, however, unless the individual features are physically linked, they remain isolated. This approach does not provide for natural linkages needed for wildlife movement if they do not already exist. Further, it does not assist in achieving restoration or providing enhancements to existing natural areas and therefore can lead to the loss and/or degradation of features.

A systems approach establishes a linked natural heritage system comprising of features and corridors or linkages between the features. A systems defined approach has a greater ability to sustain itself compared to the feature approach. A systems approach includes protection for areas that may not currently support natural features but are protected for future corridor and restoration/enhancement purposes. However, the systems approach may not provide protection for isolated features located outside of the natural heritage system that still provide ecological benefits. For example, an isolated woodlot that is not connected to an identified natural heritage system, such as along a valley corridor, would not receive individual feature based protection. In this approach, the priority is on the identification and protection of natural heritage features that are a functional component of the natural heritage system. If a natural heritage feature is isolated and not contributing to the functioning of the natural heritage system this approach may not provide protection for the feature.

A combined approach includes protection for both a natural heritage system as well as natural features that are located outside of the system. This approach allows for restoration and enhancement within a natural heritage system and also provides for protection of features outside of this system. A combined approach provides the most robust approach to protecting valued natural features. Provincial policies support this combined approach to natural heritage planning by its ability to provide protection to natural heritage features and the added requirement to identify a natural heritage system. Essentially, the PPS establishes policies that restrict development within key natural heritage features and key hydrological features within the natural heritage system, whereas with features outside of the system (except provincially significant wetlands and habitat of endangered species and threatened species) development may be permitted provided it is demonstrated that there will be no negative impact.

The combined approach was the approach selected in the development of the Essex Region Natural Heritage System (ERCA, 2013). This study detailed not only existing features and proposed restoration opportunities to create linkages and corridors to connect existing features, but also prioritized the existing features and restoration opportunities in recognition of the important decisions required to protect and establish these features in the landscape. The application of policies for protection, establishment and enhancement of these features is of paramount importance to the establishment of a fully functioning natural heritage system.

6.2 Defining the Components

The identification and delineation of a natural heritage system within the Essex Region and the Town of Kingsville requires an approach that is consistent with the provincial direction provided in the PPS, 2014

and the County of Essex Official Plan. The following sections outline the current approach to natural heritage policies in the current official plans in the Town of Kingsville, the approach taken in the County of Essex Official Plan, and the proposed policy direction for the Town of Kingsville Official Plan.

6.2.1 Significant Wetlands

The PPS defines significant wetlands as wetlands identified as provincially significant by the Ontario Ministry of Natural Resources using evaluation procedures established by the Province, as amended from time to time. Criteria described in the Ontario Wetland Evaluation System for Southern Ontario (MNR, 2014) are used by the province to determine whether or not a wetland is considered provincially significant. Criteria include biological, social, hydrological, and special features components. If wetlands achieve a score of 600 points or more, or 200 points in the biological or special features component, it is considered to be of provincial significance. Although a wetland may achieve a lower score, it can still be considered a feature worthy of protection. Municipalities have the ability to define what it considers to be a wetland worthy of protection, including wetlands that may not have been evaluated.

Current Approach

The County of Essex Official Plan and Town of Kingsville Official Plan contains policies that do not permit development and site alteration in significant wetlands; namely: "*Development and site alteration shall not be permitted*". In addition, the County of Essex official plan has a policy for unevaluated wetlands which prohibits development and site alteration until the significant of the feature has been evaluated using the Ontario Wetland Evaluation System. The rationale for this approach is that a policy that protects all wetlands is more likely to ensure that all wetland values are maintained and the intent of the provincial policies are adhered to.

Proposed Policy Direction

It is recommended that all evaluated wetlands that that are provincially significant continue to receive protection from future development. In 2014, the Ministry of Natural Resources and Forestry updated the wetland file for the Cedar Creek Wetland Complex (ER 15). This update to the existing provincially significant wetland included some potential features that, in the opinion of ERCA, do not meet the definition of provincially significant wetlands. ERCA has been engaged with staff from the provincial Ministry of Natural Resources and Forestry since 2014 to express our concerns and attempt to solicit feedback and review of the potentially erroneous evaluated features. However, to date, the concerns that our office has expressed has not resulted in any changes to evaluated wetland boundaries. It is our recommendation that for the land use schedules depicting the extent of provincially significant wetlands that the Town of Kingsville contact the Ministry of Natural Resources and Forestry and County of Essex, as the Official Plan approval authority, to arrange for further discussions on an appropriate direction for the Official Plan Review.

It is recommended that unevaluated wetlands should be identified and detailed in the land use planning schedules and these features should receive policy treatment as outlined in the County of Essex official plan. These features should be identified as being a component of the natural heritage system. Detailing what features would be considered unevaluated wetlands can be identified through a sub-watershed study or site-specific criteria using direction and guidance provided by the Natural Heritage Reference Manual (OMNR, 2010).

6.2.2 Significant Woodlands

Significant woodlands as:

- an area which is ecologically important in terms of features such as species composition, age of trees and stand history;
- functionally important due to its contribution to the broader landscape because of its location, size or due to the amount of forest cover in the planning area; or
- economically important due to site quality, species composition or past management history.

The Natural Heritage Reference Manual (OMNR, 2010) identifies criteria for evaluating the significance of woodlands which includes size, ecological functions (interior, proximity to other woodlands/habitat, linkages, water protection, and/or woodland diversity), uncommon characteristics and economic and social values. The ERNHSS study further refined this definition in the Essex Region to be: "*....treed features that are greater than 2 hectares in size*". This definition was reflected in the County of Essex Official Plan.

Current Approach

The County of Essex Official Plan provides an approach where natural features that are greater than 2 hectares in size are considered to be significant woodlands. Smaller woodlands may be considered significant if they exhibit composition, age or quality that is uncommon in the municipality or the region. The policy approach for significant woodlands is: *Development and site alteration shall not be permitted unless is has been demonstrated that there will be no negative impacts on the natural features or their ecological functions*. The existing Town of Kingsville Official Plan has the same land use classification policy approach.

Proposed Policy Direction

It is recommended that the same land use planning policy approach used in the County of Essex Official Plan and the existing Town of Kingsville Official Plan. This would result in significant woodlands that satisfied between 1 and 4 criteria in the Essex Region Natural Heritage System Strategy receiving policy protection that prohibits future development and site alteration unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions. These features should be identified as being included in the natural heritage system. It should be noted that some natural features that satisfied between 5 and 11 criteria in the Essex Region Natural Heritage System

Strategy were recommended to receive a higher level of policy protection that prohibits further development and site alteration. It is therefore possible that some significant woodlands, by their ecological value and potential proximity to other features, may be recommended for a land use classification approach equivalent to the Environmental Protection Area of the existing Town of Kingsville Official Plan.

6.2.3 Significant Valleylands

The PPS defines valleylands as a natural area that occurs in a valley or other landform depression that has water flowing through or standing for some period of the year (PPS, 2014). The fact that it is "a natural area that occurs in the valley" suggests that it is not the landform itself that is the subject of the policy, but the natural feature within the landform. Significant valleylands are ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of the natural heritage system. The existing provincial guideline (Natural Heritage Reference Manual OMNR, 2010) outline that significant valleylands are based on the following features:

1) More or less continuous natural areas providing connections within the watershed;
2) Contains a diversity of native species, natural communities and landscapes; and,
3) Provides ecological function such as habitat, passage, refuge, hydrological flow, and buffering from adjacent areas.

Current Approach

The County of Essex Official Plan provides an approach where significant valleyland features are to be identified and evaluated as per existing guidelines. ERCA has completed this assessment and all significant valleyland features are reflected in the ERNHSS study (ERCA, 2013). The policy protection for these features in the County of Essex Official Plan is: "*Development and site alteration shall not be permitted unless is has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.*" The existing Town of Kingsville Official Plan also provides similar protection for significant valleylands and they receive equivalent land use policy treatment.

Proposed Policy Direction

It is recommended that the approach used in the County of Essex Official Plan and existing Town of Kingsville Official Plan continue to be used. Significant valleyland features that satisfied between 1 and 4 criteria in the Essex Region Natural Heritage System Strategy should receive policy protection that prohibits future development and site alteration unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions. It is recommended that these features should be identified as being contained within the natural heritage system. It should be noted that some natural features that satisfied between 5 and 11 criteria in the Essex Region Natural Heritage System Strategy were recommended to receive a higher level of policy protection that prohibits further development and site alteration. This approach was taken to reflect the relative significance of these

features in the region and to identify and reflect other potential constraints to development such as natural hazards, watercourses, or significant surface water features.

6.2.4 Significant Wildlife Habitat

The PPS defines wildlife habitat as: "...specific wildlife habitats of concern may include areas where species concentrate at a vulnerable point in their annual life cycle; and areas that are important to migratory and non-migratory species". Significant wildlife habitat is defined in the PPS as "...ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of the natural heritage system". Provincial direction that details the approach that must be taken to map and delineate significant wildlife habitat is provided in the Significant Wildlife Habitat Technical Guide (OMNR, 2000). This document also provides planning authorities with guidance in the identification of significant wildlife habitat. The four categories of significant wildlife habitat are:

- Habitats of seasonal concentrations of animals
- Rare vegetation communities or specialized habitat for wildlife
- Habitat of species of conservation concern (excluding the habitat of endangered and threatened species)
- Animal movement corridors

Municipalities are encouraged to identify significant wildlife habitat or to protect areas that qualified as significant wildlife habitat through Official Plan policies. This approach is described in the revised Natural Heritage Reference Manual which recommends and outlines a new process for identifying and confirming the occurrence of significant wildlife habitat as part of development applications. The Natural Heritage Reference Manual states that "*...while MNR can recommend criteria and a process for identifying significant wildlife habitat, the planning authority has the ultimate responsibility for protecting significant features. To ensure protection of the habitat, the planning authority will need to undertake the necessary studies or establish policies for proponents to identify and evaluate significant wildlife habitat.*"

<u>Current Approach</u>

The County of Essex Official Plan provides an approach where significant wildlife habitat is to be identified per existing guidelines. The existing Town of Kingsville Official Plan contains supportive policies to require evaluation of features that may meet the criteria if the feature is assessed. Some significant wildlife habitat can be identified through existing and previous studies, e.g., some rare vegetation communities may be identified in completed natural heritage inventories, environmental assessments or environmental impact assessments. The policy protection for these features in the County of Essex Official Plan is: "*Development and site alteration shall not be permitted unless is has been demonstrated that there will be no negative impacts on the natural features or their ecological functions*". The County of Essex Official Plan did not proceed to undertake a regional exercise to assess and map

significant wildlife habitat as a specific component of the natural heritage system. However, it is recognized that significant wildlife habitat is found within many natural heritage features.

Proposed Policy Direction

It is recommended that the approach used in the County of Essex Official Plan and existing Town of Kingsville Official Plan continue to be used. Existing natural features that support significant wildlife habitat that satisfied between 1 and 4 criteria in the Essex Region Natural Heritage System Strategy should receive policy protection that prohibits future development and site alteration unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions. Where known, features that comprise significant wildlife habitat should be included as a component of the natural heritage system. The land use planning policy approach should reflect all significant wildlife habitat as a component of the natural heritage system. As noted in other features, it is possible that a feature that satisfies the criteria for significant wildlife habitat receives a higher level of protection as a result of it meeting between 5 and 11 criteria in the Essex Region Natural Heritage System Strategy.

It is recommended that the Town enable updates without an amendment to the Official Plan schedules should additional information be made available that would necessitate updating the mapping schedules (e.g,. through data collected under other processes). The identification and protection of significant wildlife habitat is provided for through site specific environmental impact assessments and as information becomes available.

6.2.5 Significant Areas of Natural and Scientific Interest

The province of Ontario established a program of assesssment and prioritization of areas of geological or ecological features that are representative provincially, regionally or locally. Features that met criteria for ecological significance area referred to as Significant Areas of Natural and Scientific Interest. Areas of Natural and Scientific Interest (ANSI) play an important role in the protection of Ontario's natural heritage, since they best represent the full spectrum of biological communities, natural landforms and environments across Ontario outside of provincial parks and conservation reserves.

Life science ANSIs are significant representative segments of Ontario's biodiversity and natural landscapes, including specific types of forests, valleys, prairies, savannahs, alvars and wetlands, their native plants and animals, and their supporting environments. They contain relatively undisturbed vegetation and landforms and their associated species and communities. Provincially significant life science ANSIs include the most significant and best examples of the natural heritage features in the province, and many correspond to other significant features and areas such as wetlands, valleylands and woodlands. Regionally significant life science ANSIs are also important components of natural heritage features in a particular life science region. Within Kingsville, there is one identified provincial ANSI (Cedar Creek) and one identified regionally-significant ANSI, Ruthven Rocky Woods.

Current Approach

The County of Essex Official Plan provides an approach where significant areas of natural and scientific interest is to be identified in accordance with the natural and scientific interest confirmation process that is completed by the Ministry of Natural Resources and Forestry. The policy protection for these features in the County of Essex official plan is: "*Development and site alteration shall not be permitted unless is has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.*" The existing Town of Kingsville Official Plan provides for an equivalent land use planning approach for ANSIs. The current County and Town approach is only to provide protection for provincially significant ANSIs and not for regionally significant ANSI features.

Proposed Policy Direction

It is recommended that the existing approach used in the County of Essex Official Plan and Town of Kingsville be modified to afford a higher level of protection for regionally significant ANSI features. These regionally significant natural heritage features should receive policy protection that prohibits future development and site alteration. In Kingsville, this currently would affect only a single natural heritage feature located at the southwest corner of the Highway 3 and Graham Sideroad intersection (Ruthven Rocky Woods regional ANSI). It is recommended that all provincial and regional ANSI features are identified to form a component of the natural heritage system.

It is recommended that the Town of Kingsville Official Plan reflect a policy to allow for an amendment to the Official Plan should new information on the location of ANSIs be made available by the Ministry of Natural Resources and Forestry.

6.2.6 Fish Habitat

The PPS defines fish habitat in accordance with the federal Fisheries Act; namely, "....means spawning grounds and any other areas, including nursery, rearing, food supply, and migration areas on which fish depend directly or indirectly in order to carry out their life processes". Fish habitat does not only include the watercourse – it must take into account the associated habitat located away from the water. One categorization of this essential area is ensuring there is adequate width and quality of riparian corridors. If this is accomplished it can achieve multiple targets such as:

- Protecting and enhancing sensitive fish habitat such as spawning areas,
- Protecting and improving the thermal regime (water temperature) of the watercourse,
- Capturing sediment and nutrients before reaching the watercourse,
- Providing essential food supply sources from overhanging vegetation,
- Supporting biodiversity and wildlife movement,
- Providing ground water recharge opportunities,
- Reducing erosion or stream banks, and
- Providing for flood storage capacity.

Riparian corridors, defined as all of the land within 30-metre of either side of a watercourse, is well documented as providing protection to natural features, functions and conditions that support fish life processes and protect fish habitat. Watercourses can be permanent, intermittent, and ephemeral and can include headwater drainage features, lakes and ponds.

Current Approach

The County of Essex Official Plan provides an approach where fish habitat is to be identified through consultation by the Conservation Authority and Fisheries and Oceans Canada. The existing Town of Kingsville Official Plan has supportive policy that requires that development in and adjacent to fish habitat is only permitted through an authorization with the federal Department of Fisheries and Oceans and consultation with ERCA. There is no specific fish habitat or priority fish habitat areas of fish habitat identified in land use planning schedules.

Proposed Policy Direction

It is recommended that the same policy approach used in the County of Essex Official Plan and existing Town of Kingsville Official Plan be taken. Existing natural features that support fish habitat should receive policy protection that requires: "*Development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements*." The identification and protection of fish habitat is provided for through the requirement for consultation with Fisheries and Oceans Canada.

It is recommended that the Town of Kingsville identify and map fish habitat features and characteristics at a detailed scale, such as within a stream reach or intermittent stream, or along Lake Erie, to be available for the screening and review of individual development proposals. This direction is in keeping with provincial guidance where no detailed fish habitat mapping is available – through the provincial Natural Heritage Reference Manual (MNR, 2010). Specifically, fish habitat should be identified on land use schedules in the Town of Kingsville Official Plan. Fish habitat can be associated with municipal drains, streams, rivers, creeks, ponds, wetlands, and identified ground water features and surface water features.

6.2.7 Significant Habitat of Endangered Species and Threatened Species

Defining significant habitat of endangered species and threatened species are provincial responsibilities. The role of the Municipality is to address the protection of these natural features and habitat through Official Plan policies. The PPS outlines that no development or site alteration shall be permitted in significant habitat of endangered or threatened species except in accordance with provincial and federal requirements. The exact locations of these species and their associated habitats may not be appropriate to identify in municipal planning documentation as in some cases, this information is considered sensitive. The province determines what information and processes are

required to confirm that this policy in the PPS can be satisfied. The protection of significant habitat of endangered and threatened species, especially habitat essential for reproduction or for survival at critical points in the life cycle, is fundamental for the recovery of species at risk. Protection is necessary to prevent the extirpation of species from Ontario and to assist with their recovery.

Current Approach

The County of Essex Official Plan and existing Town of Kingsville Official Plan provide an approach where habitat of endangered species and threatened species is to be identified through consultation with the Ministry of Natural Resources and Forestry. The policy approach for these features, if they are identified, in the County of Essex Official Plan is: "*Development and site alteration shall not be permitted.*"

The identification of habitat varies considerably from species to species, depending on the individual species' habitat needs. Currently, and proposed to remain, are the policies related to significant habitat of threatened and endangered species; the precise configuration of the significant habitat area should be determined by an individual with expert knowledge of the requirements of the species, taking into consideration local topographic features and other factors. No mapping of this has been provided in either the current Town of Kingsville Official Plans or the County of Essex Official Plan.

Proposed Policy Direction

It is recommended that the same approach used in the County of Essex Official Plan, as updated by changes in the PPS, 2014, be used in the Town of Kingsville. Changes resulting in the specific provincial policy wording to: "*Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements*" should be reflected in the Town of Kingsville land use planning policy approach.

6.2.8 Water resource systems – surface and ground water features

Surface and ground water features and their hydrological functions are important components of a natural heritage system. The consideration of surface and ground water features is consistent with a watershed-approach to land use planning and the current provincial policy statement that establishes watersheds as a component of the regional land use planning context. Specific components that should be considered in this systems approach include the surface water catchment areas of wetlands necessary to maintain the integrity and health of the area, the species that depend on the feature, and the functions that the feature provides including water balance, flood attenuation, and temperature mitigation. Some natural heritage features and their interrelationships with their associated surface and ground water features may be sensitive to development. Identified significant groundwater recharge areas and highly vulnerable aquifers that were identified through provincial initiatives are important components of the water resources system that may require additional protection and consideration with associated features in the natural heritage system.

Current Approach

The County of Essex Official Plan and existing Town of Kingsville Official Plan provide an enabling approach that reflects identified significant groundwater recharge areas and highly vulnerable aquifers. County of Essex Official Plan policies reflect the requirement of a groundwater impact assessment to be completed when a development proposal is within an identified feature.

Proposed Policy Direction

It is recommended that the Town of Kingsville enable a supportive policy approach that considers and requires environmental impact assessments to be required for development within and adjacent to significant groundwater recharge areas and highly vulnerable aquifers. The Town of Kingsville should also as a component of the Official Plan review process, consider revising and reviewing the background information that was used to inform the location and extent of significant groundwater recharge areas and highly vulnerable aquifers. The background work was completed in 2001 and has not been revised or reviewed since its completion.

It is recommended that the Town of Kingsville update and map the presence of surface water and ground water features as a component of watershed-based studies or other appropriate studies. The current information available is insufficient to fully identify water resource systems in the Town of Kingsville. This work can be informed by existing reports (e.g., Dillon and Golder, 2004) but should also reflect additional information following the direction of the PPS, 2014 – specifically:

> *Section 2.2.1 e) 2. protect, improve or restore vulnerable surface and ground water, sensitive surface water features and sensitive ground water features, and their hydrologic functions;*

6.3 The Combined Approach

As described at the beginning of this section, the Town of Kingsville's natural heritage system is proposed to be defined using a combined approach, which not only delineates those features that are linked together, i.e. woodlots located along connected watercourses, but also the features that are geographically isolated from the linked system, i.e. a woodlot that is separated from another feature by an agricultural field.

Using the available information provided from Essex Region Conservation Authority and the Town of Kingsville, background reports, environmental assessments and the specific methodologies identified in this report, the Town of Kingsville should proceed with a natural heritage system that takes into consideration all of the available natural heritage information. Further, the identification of those proposed connections and linkages between natural heritage features should be identified at a municipal level. These existing features and restoration opportunities can then be combined together create a proposed natural heritage system. The recommended approach for defining a Town of

Kingsville natural heritage system and associated supportive Official Plan policies in this discussion paper will lead to the creation and establishment of a natural heritage system that is in conformity with the policies of the PPS, and the County of Essex Official Plan.

7.0 OFFICIAL PLAN POLICY RECOMMENDATIONS

It is proposed that the approach taken in the Essex Region Natural Heritage System Strategy (ERCA, 2013) and the County of Essex Official Plan be reflected in the Town of Kingsville natural heritage policies of the Official Plan Review. This approach supported the establishment of complementary policies for the protection of natural heritage features as outlined in both the County of Essex Official Plan and the PPS, 2014.

7.1 Implementing the Natural Heritage System: A Target Natural Heritage System

The combined approach to natural heritage systems as outlined in this background discussion paper includes protection for both significant natural heritage features and the requirement to identify a natural heritage system. This is the approach reflected in the County of Essex Official Plan and as required by the PPS, 2014.

A combined approach provides a robust method for protecting valued natural features and to establishing a functioning natural heritage system. The policies in the PPS, 2014 support the application of a combined approach to natural heritage planning by providing a tiered level of protection to both a natural heritage system and to natural heritage features. The next step for Kingsville to take is to initiate development of a target natural heritage system by refining the work of the Essex Region Natural Heritage System (ERCA, 2013) to better identify the location of restoration opportunities within the proposed natural heritage system, determine appropriate priorities for the existing natural heritage features and recommend how the existing system can be created, maintained and improved.

It is important to emphasize that the target areas represent lands that have been identified by the model as having the greatest potential to improve ecological function. However, because most of the lands are privately owned, these targets should not be viewed as having been "set in stone." Instead they are guidelines to help set stewardship priorities, or to identify areas that should be taken into consideration during proposed land use changes, in which case protection or mitigation measures, and possible compensation opportunities should be discussed.

It is recommended that the following policy issues be incorporated into the Town's Official Plan Review:

- Establish supportive policies that are consistent with the PPS, 2014 and the County of Essex Official Plan for natural heritage system identification and protection. The approach of a land use designation and land use overlay approach to natural heritage feature and natural heritage

system identification and protection that meets the County of Essex Official Plan and PPS, 2014 requirements is recommended.

- Consideration should be given to going above and beyond the PPS policy 2.1.3 that requires for the identification of natural heritage systems. Specifically, the Town of Kingsville should consider affording policy protection for the natural heritage system features and linkages in addition to the existing protection provided to existing natural heritage features. This is in keeping with the combined approach to natural heritage system identification.

- Establish policies that address the need to conduct an Environmental Impact Assessment (EIA) for any applications that have the potential to negatively impact the natural features in the natural heritage system. The terms of reference for the EIA should be developed in consultation with the Essex Region Conservation Authority and, where appropriate, in consultation with the Ministry of Natural Resources and Forestry (for habitat of endangered species and threatened species issues) and Fisheries and Oceans Canada (for fish habitat issues).

- Review and potentially revise the restoration opportunities mapping identified in the Essex County Natural Heritage System Strategy (ERCA, 2013). The ERNHSS study did not develop the linkages and corridors for the study in consultation with Town of Kingsville staff or after receiving input from residents. Input from additional sources and stakeholders may help to refine and revise the locations for future location of the natural heritage system. For example, the information from the Parks and Recreation Master Plan may identify utility corridors, inland watercourses and recreational trails that could be used as physical linkages between remaining natural heritage features.

- Protect the natural heritage system from impacts of public infrastructure projects wherever possible, primarily limited to crossings (i.e., gas line, electricity lines, etc.). Infrastructure may be permitted within the natural heritage system provided impacts are minimized and sensitive features are avoided to the extent possible. This would only be allowed based on the specific environmental impact study for the project with the goal to ensure that infrastructure projects are only built within the Natural Heritage System as a last resort and the only viable alternative;

- Consider mechanisms for how to create the natural heritage system where existing features do not currently exist. A suite of options including stewardship outreach, financial incentives, partnerships with conservation organizations (including ERCA), and policies that support the establishment of restoration opportunities as a component of the natural heritage system need to be put into place.

- Consider supporting the development of biodiversity offsetting policies and land banks as potential mechanisms to encourage the development of natural heritage systems. In some situations where protection of a natural features is not possible, the policy environment that

enables appropriate compensation through approved defensible policies and approaches can assist with long-term natural heritage system implementation and maintenance.

- Incorporate a monitoring policy into the new Official Plan that would serve to require reporting on the status of the implementation of the natural heritage system as well as including a requirement that individual natural heritage features within the system are periodically assessed for their relative health and function.

- Support the development of communications tools to inform residents on the availability of programs and tax incentives that recognize the value of private landowner stewardship of natural areas. The province already provides tax incentive programs for public and private landowners who protect and manage natural heritage features. This could be jointly written by ERCA with input from the Ministry of Natural Resources and Forestry and could be used to support the implementation and protection of the natural heritage system.

- Support the development and review of a municipal land securement strategy to be linked to long-term securement of the natural heritage system. ERCA already has established internal policies and strategies to direct land securement activities and this could be used to support and inform Town of Kingsville initiatives. Policies should reflect the importance of other opportunities to acquire funding and access programs to support private stewardship and land acquisition activities that establish and maintain the natural heritage system.

- Support the development of environmental impact assessment guidelines and appropriately reflect the guidelines in Official Plan policies.

- Support the development of hydrogeological assessment guidelines for use in completing groundwater impact assessments and environmental impact assessments in significant groundwater recharge areas and highly vulnerable aquifers. Appropriately reflect the guidelines in Official Plan policies.

- Support the development of habitat compensation guidelines to be used in conjunction with environmental impact assessment guidelines to provide policy support for approved losses of natural heritage features through environmental assessments or other equivalent planning processes. ERCA can provide a supporting role in recommending planning approaches and considerations.

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Town of Kingsville

Official Plan Review

Welcome to Our Public Open House!

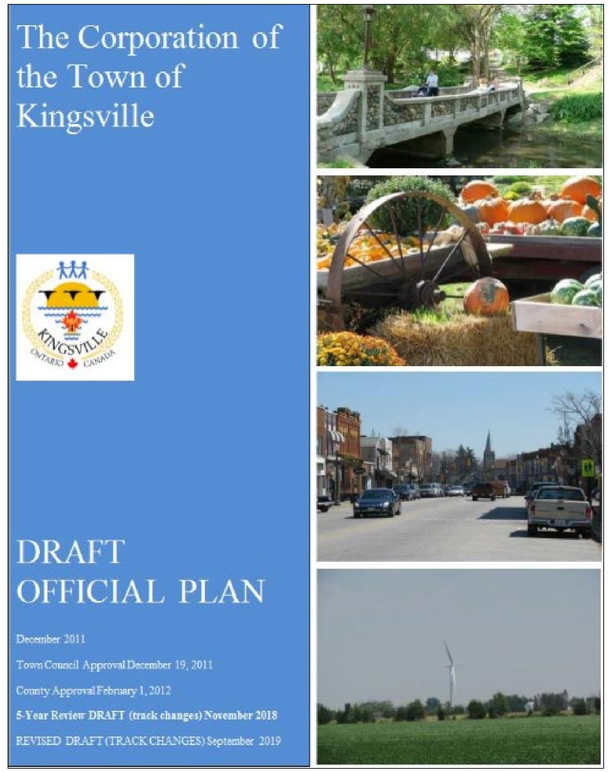
November 20, 2019 (6:00 pm to 8:00 pm)

Appendix C

Agenda

Purpose of Open House - To highlight the changes proposed in the final Draft Official Plan and receive your comments.

1. Review Display Materials
2. Presentation
   - *Study Purpose*
   - *Study Work Program*
   - *Key Changes / Considerations*
   - *Draft Official Plan Schedules*
   - *Next Steps / Provide Your Input*
3. Informal Discussions (end at 8:00 pm)

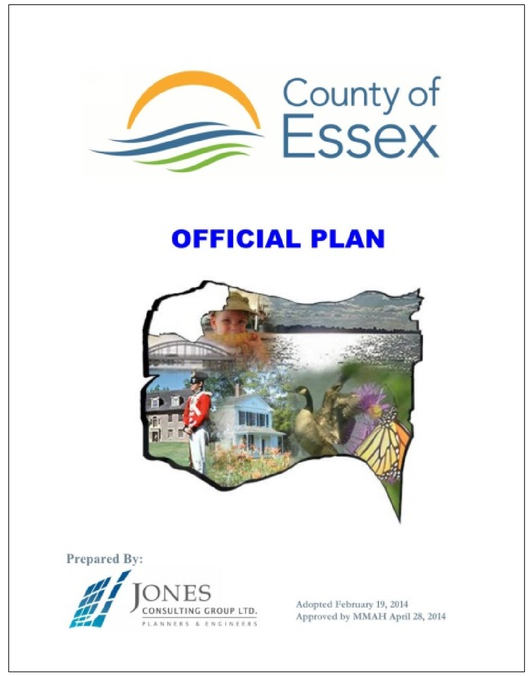


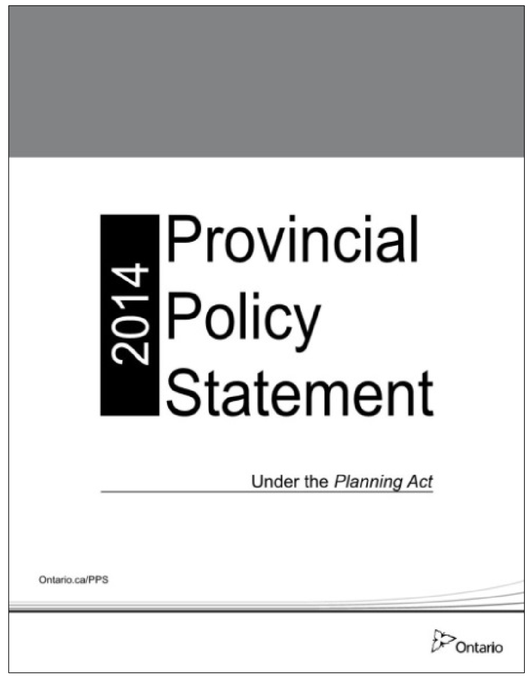
Study Purpose

— To undertake a scoped review of the current Official Plan, 2012. The *Planning Act* requires review/update every 5 years.

— Focus of review:

- Conform to Essex County Official Plan, 2014;
- Conformance and consistency with other applicable Provincial and County policies and legislation;
- Consideration and implementation of various Town study recommendations.





Study Work Program

Stage 1: Background Review and Consultation Strategy

- Data Collection and Background Review
- Communications and Consultation Strategy
- Special Meeting of Council (February 12, 2018)

Stage 2: Policy Formulation

- Draft Issues and Policy Directions Report
- Public Open House (August 15, 2018)
- Final Issues and Policy Directions Report
- Public Open House (May 22, 2019)
- Prepare Draft Official Plan Amendment
- **Public Open House (November 20, 2019)**

We are Here

Stage 3: Prepare Final Official Plan Amendment

- Final Official Plan Amendment
- Statutory Public Meeting (January 13, 2020)
- Council Adoption
- Submission for County Approval

Key Changes / Considerations

Growth Management Policies

— Over the new plan period to 2031:
  - Existing residential land designations continue to be sufficient;
  - No additional employment land designations are required within the new Official Plan.

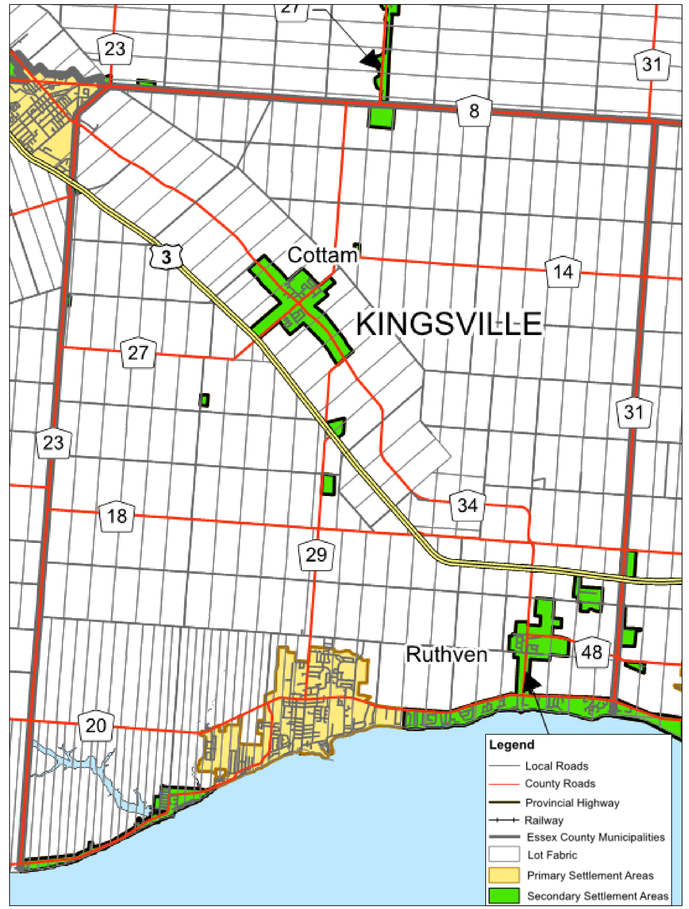
Community Structure / Settlement Hierarchy

— Primary and Secondary Settlement Areas identified, where majority of growth will be directed.

— Settlement Area expansions through County Official Plan review only.

— Local Comprehensive Reviews of the Primary Settlement Area may recommend boundary alterations.

— Urban Reserve Areas designated on Schedules, where lands are protected for future urban growth, beyond the plan period.



County of Essex Official Plan Schedule A2 – Settlement Structure Plan (Excerpt)

Key Changes / Considerations

Residential Intensification

— Policies support appropriate intensification within Settlement Areas.

— Updates to direct minimum 15% through intensification.

— Urban design policies to ensure compatibility.

Secondary Plan Areas

— Lands are subject to additional policies requiring further study, before they can be developed.

Affordable Housing & Special Needs Housing

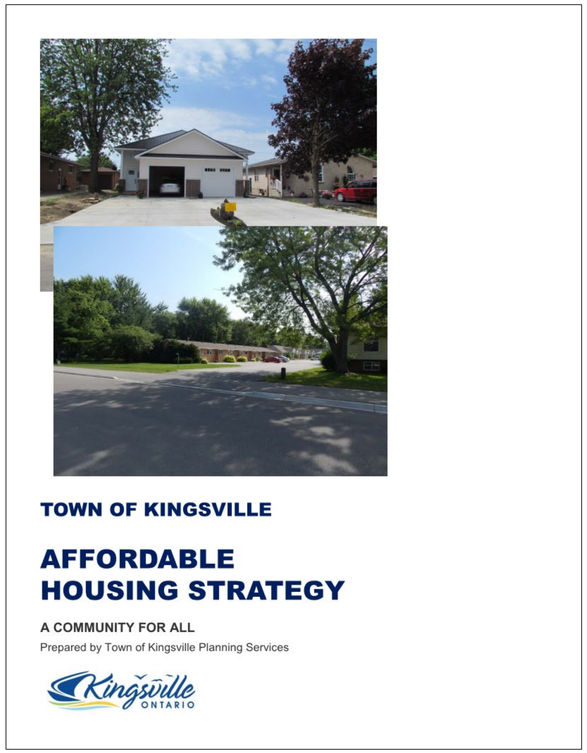
— Implement the County's 20% affordable housing target.

— Policies to direct affordable housing to the Primary Settlement Area.

— Encourage alternative forms of housing, including secondary suites.

— Updates to implement the Town's **Affordable Housing Strategy.**

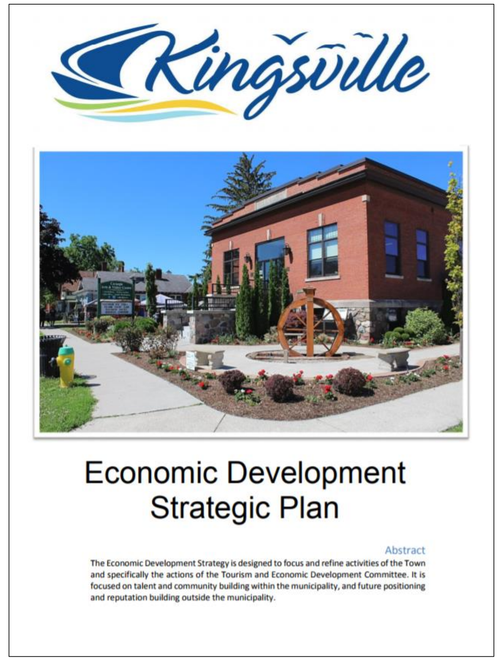
— Greater emphasis and specific policies regarding improved access to special needs housing.



Key Changes / Considerations

Economic Development

- New general policies promoting opportunities for attracting manufacturing, agri-business and tourism activities.
- Identification of the Cottam Downtown Community Improvement Plan, and future Ruthven and Kingsville CIPs, to facilitate private investment.



Built and Cultural Heritage Resources

- Identification of Division Street South as a potential Heritage Conservation District.
- Emphasis on ensuring Indigenous community interests are considered in conserving heritage and archaeological resources.

Key Changes / Considerations

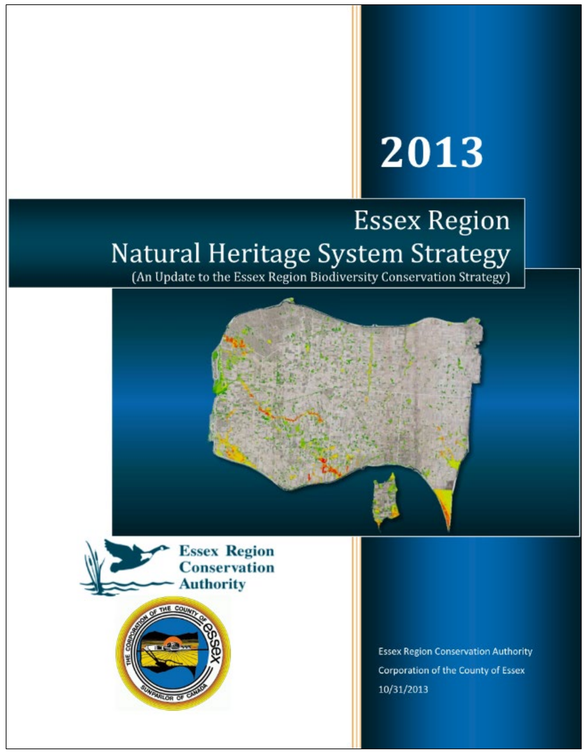
Natural Heritage

— Policies supporting acquisition of natural heritage areas by the Town.

— Emphasis on promoting strategies and programs which seek to protect and enhance natural heritage features.

— Encourage cooperation to identify and protect inter-municipal natural linkages.

— Mapping consistent with County Official Plan and the Essex Region Natural Heritage System Strategy.



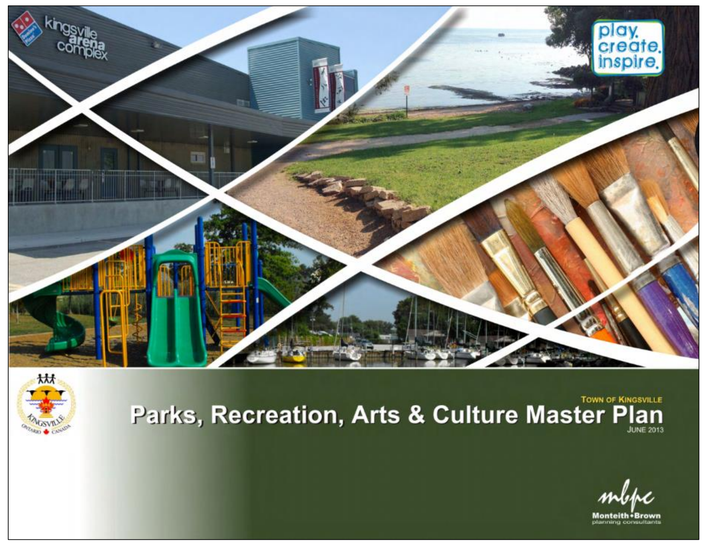
Parks and Open Space

— Revised policy setting out parkland dedication and/or cash-in-lieu options.

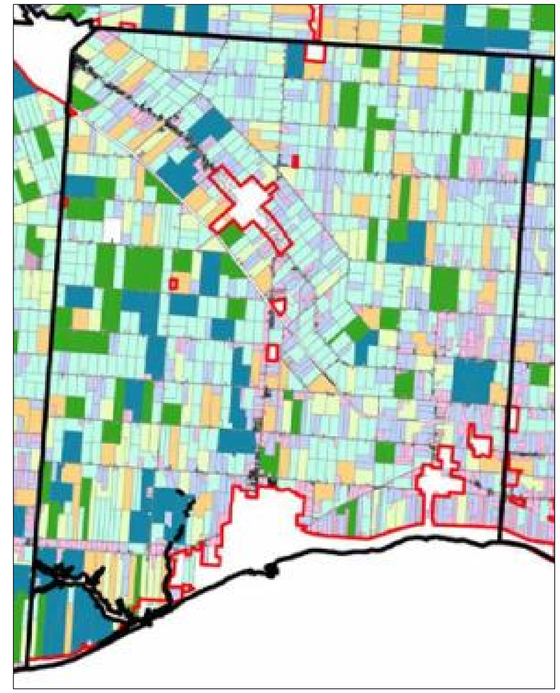
— Increased active parkland target to 2.1 hectares of active parkland per 1,000 residents.

— Policy identifying lands that are unsuitable for parkland dedications (i.e., hazard lands).

— Permit Town to require 2% development area for parkland (or cash-in-lieu) for employment, institutional or commercial.



Key Changes / Considerations



Agricultural Area Policies

— Updated policies permitting agriculture-related uses, on-farm diversified uses and greenhouse farming and associated facilities.

— Application of the Province's Minimum Distance Separation Guidelines and Formulae.

— New policy permitting Licensed Cannabis Production Facilities.

— Policy outlining permitted non-agricultural uses.

Source Protection Plan

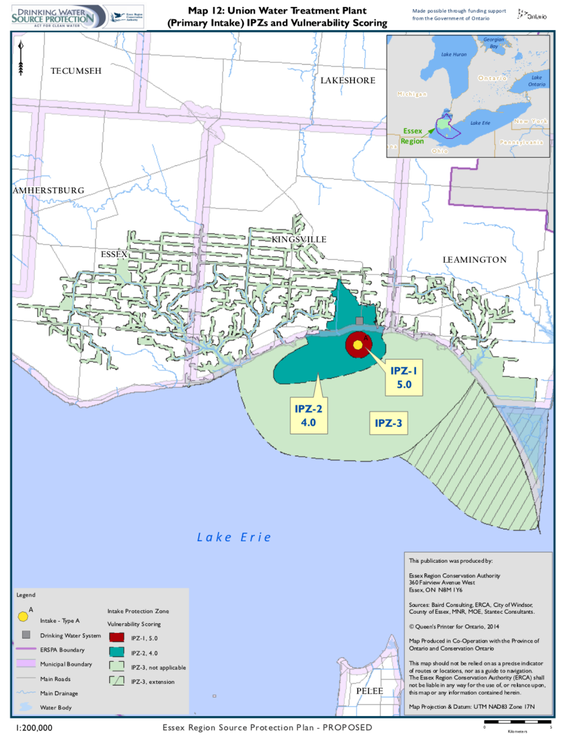
— New policies addressing drinking water threats and restricting certain uses within vulnerable areas.

— New mapping to identify: Intake Protections Zones; Highly Vulnerable Aquifers; Significant Groundwater Recharge Areas.

Stormwater Management

— Explicit requirement for Stormwater Management Plan submissions.

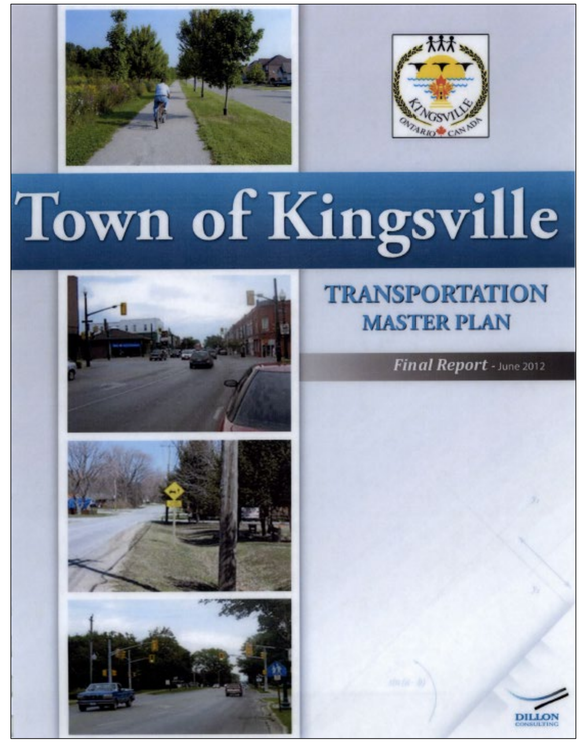
— New policies regarding design and provision of stormwater management systems.



Key Changes / Considerations

Highways & Roads Policies

— New ‘Private Roads’ policies, allowing new roads only where they are internal to plans of condominium and connect directly to a maintained public road.



Active Transportation Policies

— New policies supporting opportunities for improving and expanding the Town’s bicycle and pedestrian network.

— New Schedule in the Official Plan to identify the existing and proposed networks.

Barrier Free Design

— Town to prepare annual Joint Accessibility Plan.

— Encourage new homes to support ‘aging in place’ design and features.

Key Changes / Considerations

Site Suitability

— New and revised policies regarding site suitability for development, concerning servicing, stormwater management and buffering.

Energy Conservation

— Explicit consideration and planning for the impacts of climate change.

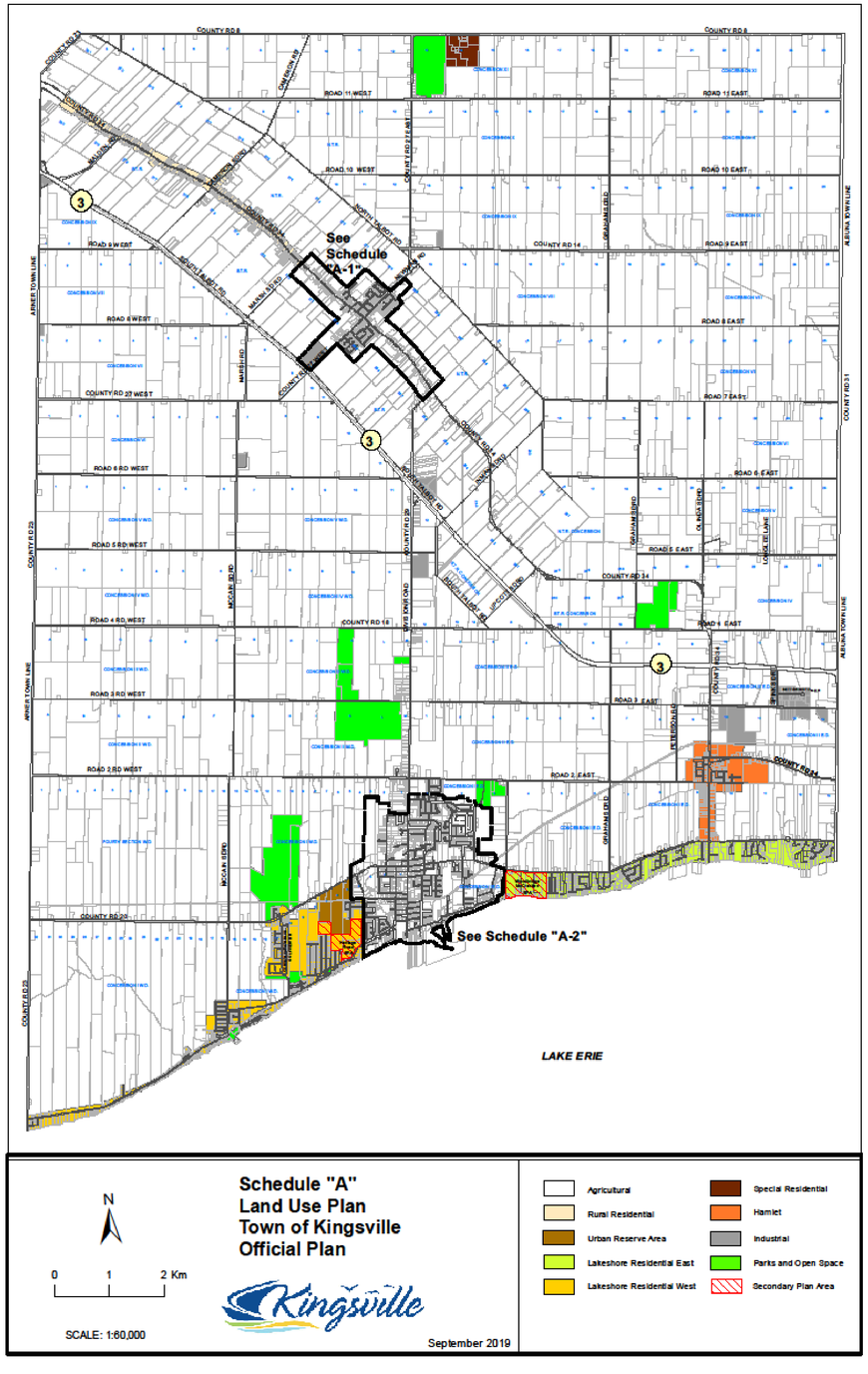
— New policies supporting energy conservation and green infrastructure in development proposals.

Implementation and Interpretations

— New sections:

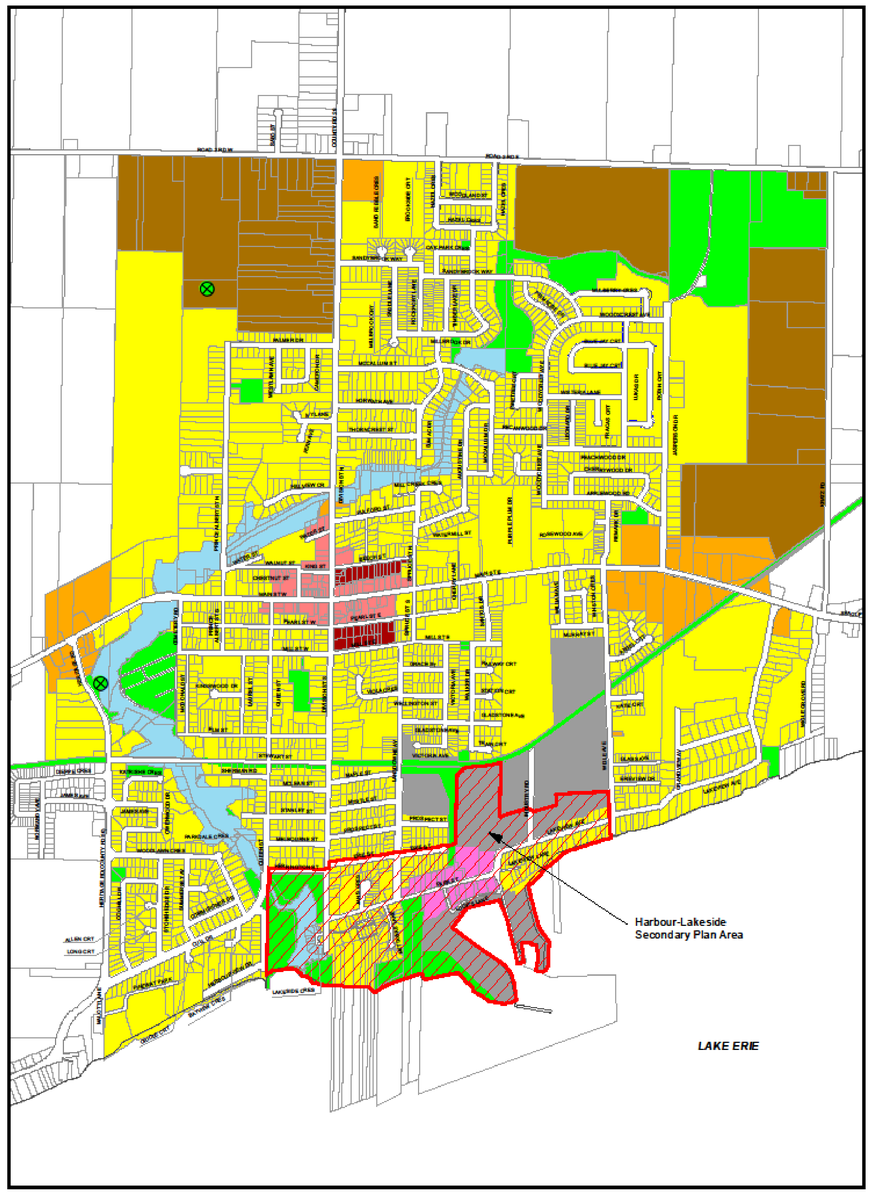
- ‘Interim Control By-laws’;
- ‘Bonus/Density Increases’ ;
- ‘Secondary Plans’; and,
- ‘Landowner Coordination and Cost-Sharing’

Draft Official Plan Schedules



Schedule ‘A’ Land Use Plan

Draft Official Plan Schedules



Schedule ‘A-2’
Land Use Plan - Kingsville

Provide Your Input & Next Steps

Provide Your Input:

— Review the **Draft Official Plan** and Open House information

— Speak to one of our meeting facilitators

— Fill out a Comment Sheet

Next Steps:

— Review Open House Comments

— Prepare Final Official Plan Amendment Document

— **Statutory Public Meeting on January 13, 2020**

— Council Adoption / Submission to County for Approval

For further information:

Visit **www.kingsville.ca** (under Our Community / Have Your Say: Kingsville 5-Year Official Plan Review)

Contact:

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

Phone: (519) 733-2305 Ext # 250

Email: rbrown@kingsville.ca

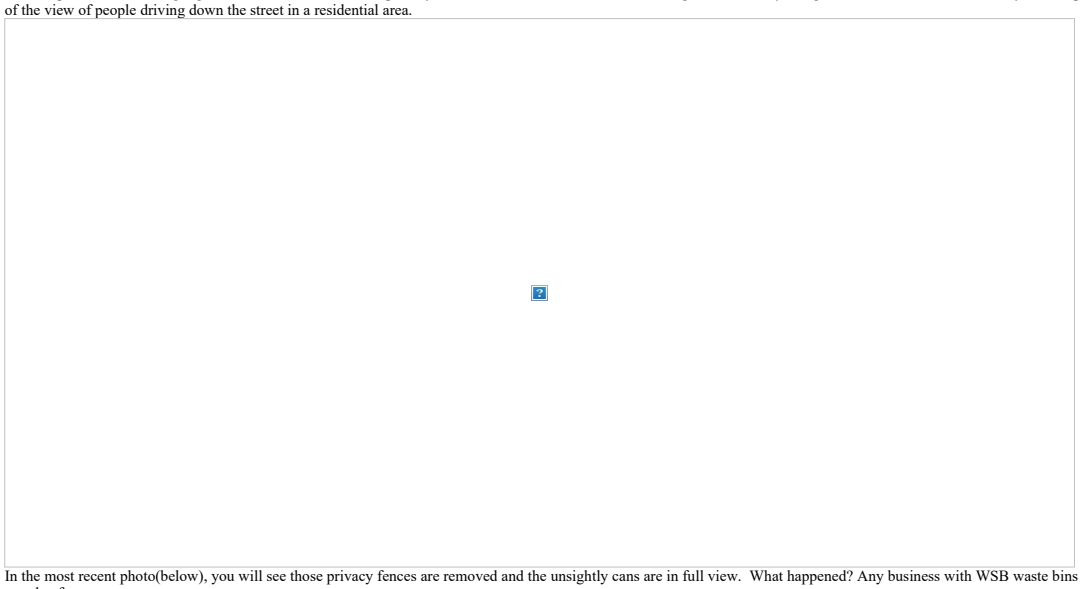
THANKS FOR PARTICIPATING!

From: James Kersey
To: KingsvilleWorks; Robert Brown
Subject: Property Standards and Development Planning
Date: Friday, September 20, 2019 10:51:37 AM

This is a two part letter. First it addresses Orchard Acres and secondly the current town planning vision.

Thank you for forwarding this email to councillors or individuals who are responsible for property standards and the town's planning vision. A copy to the mayor's office would be appreciated also. PLEASE Do not send this email to the owner of Orchard Acres as we want to remain anonymous. I am just voicing concerns I've heard.

I have purchased 61 Remark Drive. directly North of the apartment building situated on Main and Remark, The Orchard Acres building. I don't wish to antagonize the owner but was hoping through the property standard by-law the superintendent could be encouraged to have the tenants clean up their balconies and keep garbage in the bin .
I have a photo below from google street view of the wooden privacy fence that was around their waste management bins a year ago and it makes the area look tidy and keeps the neon WSB sign out of the view of people driving down the street in a residential area.



In the most recent photo(below), you will see those privacy fences are removed and the unsightly cans are in full view. What happened? Any business with WSB waste bins have them behind a wooden fence.
We have done extensive yard work and will be planting the tallest cedars we can find next to the fence but the town can also do its part and have the apartment complex, replace the privacy fence around the garbage bin and keep the lids closed so gulls and crows stay out.

We are very happy to see the balconies on this building facing Main Street, replaced with solid metal and nicely painted, no peeling paint. This is what visitors and people looking to buy property have for their first impression of the town.
This is a step in the right direction and we truly hope the owner will continue the replacement along Remark.
Someone has to care about Kingsville's charm and this helps. The apartments on Division North of Main all have lovely balconies with only chairs and plants. Obviously, there are building rules that tenants must follow. Everything is tidy and adds to the charm of the town. I have owned condos and there are strict rules about what you can have on your balcony.

Now having huge waste disposal containers in plain sight is not charming. Nevertheless, they DID have a privacy fence a few years ago and so the town can ask they replace it.
The property standard of this building has been neglected. The custodian is not doing his/her job of cleaning up garbage once a day(see below).. Most disposal bins have chains on the lids so they automatically close and gulls cannot get inside. See pictures below of grocery bags full of garbage left strewn on the pavement which attracts rats and scavengers. Someone must be in charge that can walk out there and make sure the garbage is actually in the bin. Their blue recycling bins are basically on the street. The lids are never closed on the green bin or the blue bins..

I have driven up SHERK ST. in LEAMINGTON and every apartment building is well kept, no garbage bins in sight. The balconies are nicely painted and THEY ONLY HAVE CHAIRS,FLOWERS, BBQ.. They have rules about what they can and cannot have on their balconies.. Orchard Acres can do the same. It's just going to get worse. Once one person gets away with it, others will follow. As an educator, I know how important rules are. As a traveller who has rented many condos, the list is long of the rules and restrictions in the buildings that I must follow as a renter.

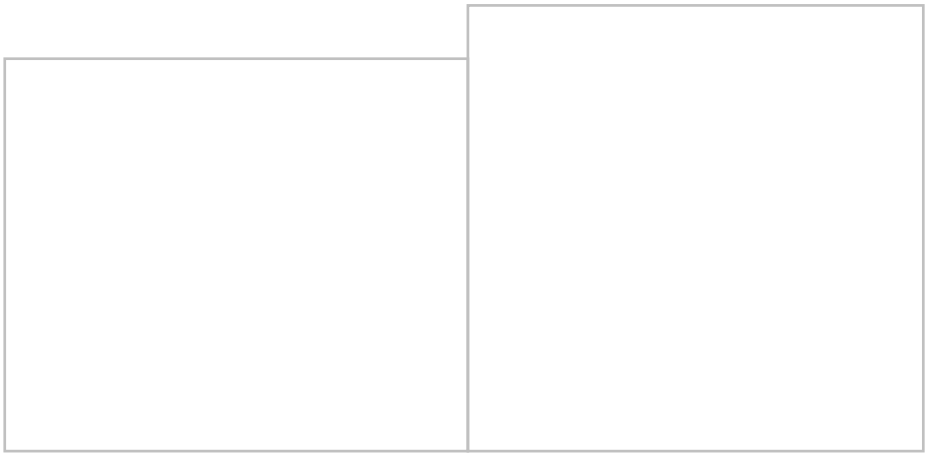
At Orchard Acres , JUNK IS PILED everywhere they can jam it on their balconies… THIS IS WRONG.. BELOW SEE ***PIZZA BOXES*** PILED IN THE CORNER OF THE BALCONY. **THIS IS MAIN STREET KINGSVILLE!!!!**
This is not allowed in most apartment and condo buildings but Kingsville lets it go.. The new balconies at the entrance of the building seem to hide the junk. Of course those on the first floor who have patios, can pile even more stuff.They don't have balconies. This is the real eyesore and should be addressed.

I thought I was buying a place in a well kept charming town but I am becoming discouraged by some of the businesses going up on Main St., with no thought of gardens or exteriors.. I'm glad to see some trees being planted in front of the new laundry/car wash building.

The town is being damaged by allowing development that is generic rather than true to the Victorian charm that is touted in all your town ads, videos, and promotions. You are going to have to change the advertising because the main street is starting to look like Erie St. in Leamington or Sandwich in Amherstburg…not distinctive at all..

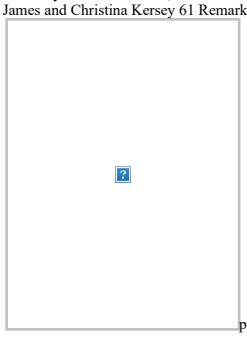
https://www.youtube.com/watch?v=1bwAlDGw7Z4

The town planners must put some restrictions on the design of new developments otherwise we'll look like so many other towns that have lost their charm by letting anything be built no matter how it looks. **All across Europe buildings must adhere to and follow a set of guidelines in order to preserve the integrity of regions/towns.**
I'm sure you know what I'm talking about. Kingsville is at risk of becoming just another boring Ontario town whose planning is based on function rather than retaining the history of this small town. Careful planning will keep the unique look.. Why do we have to look like Leamington? They went for function rather than beauty. Kingsville needs to offer something refreshing, unique, quaint, a destination instead of just more square industrial looking building. Kingsville property values will be maintained or even increase if Kingsville becomes a highly desired place to live. I am not alone in my despair. There is a Facebook page set up where people are anxious and feel helpless about the direction the town is going with new development. Here are some comments from the Facebook page.

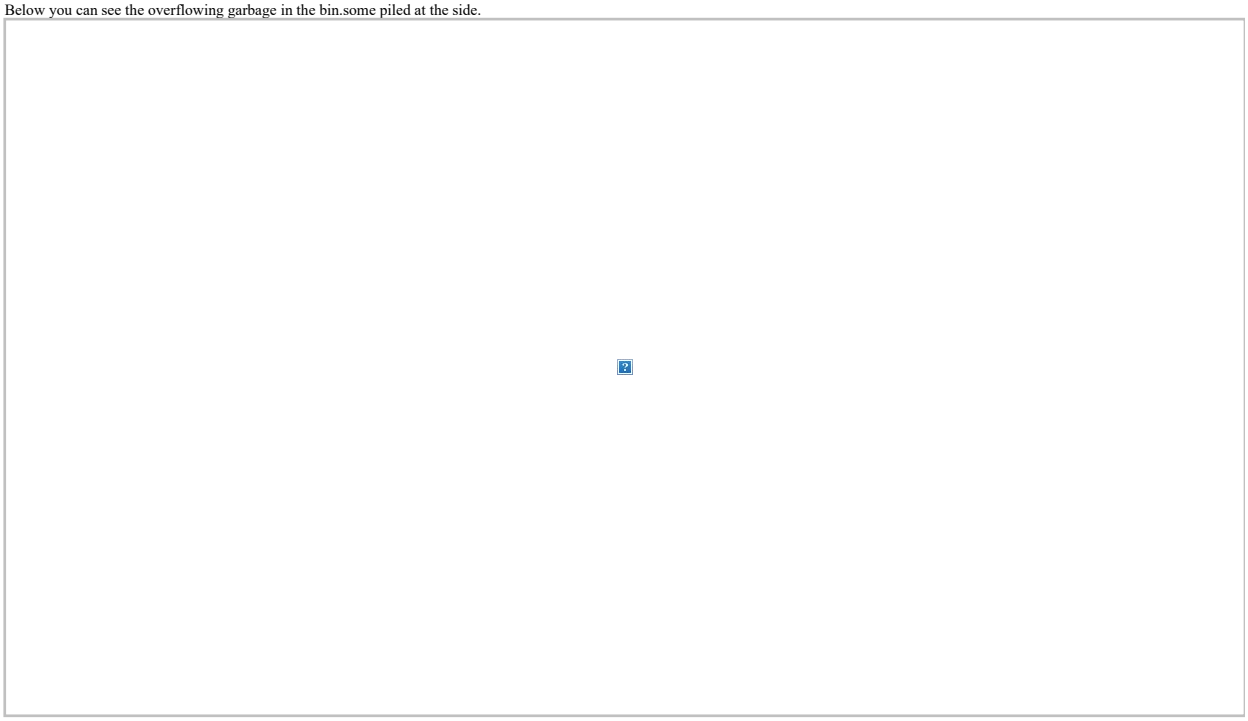


The facades of new developments should have restrictions and should comply with a heritage look rather than contemporary like the current building the town is allowing.
HOWEVER,even the boxes that have been allowed can easily be salvaged by putting up ample trees at the front and making green spaces in front of the square boxes. The trees can be lit at night and in the winter sparkle with lights of the holidays. Trees might just save the town from looking functional to looking fabulous with the function. The portion of the sidewalk owned by the town should be a priority for trees and shrubs.(see photos below) Why mow it, when you can grow it and add some mulch under the trees.

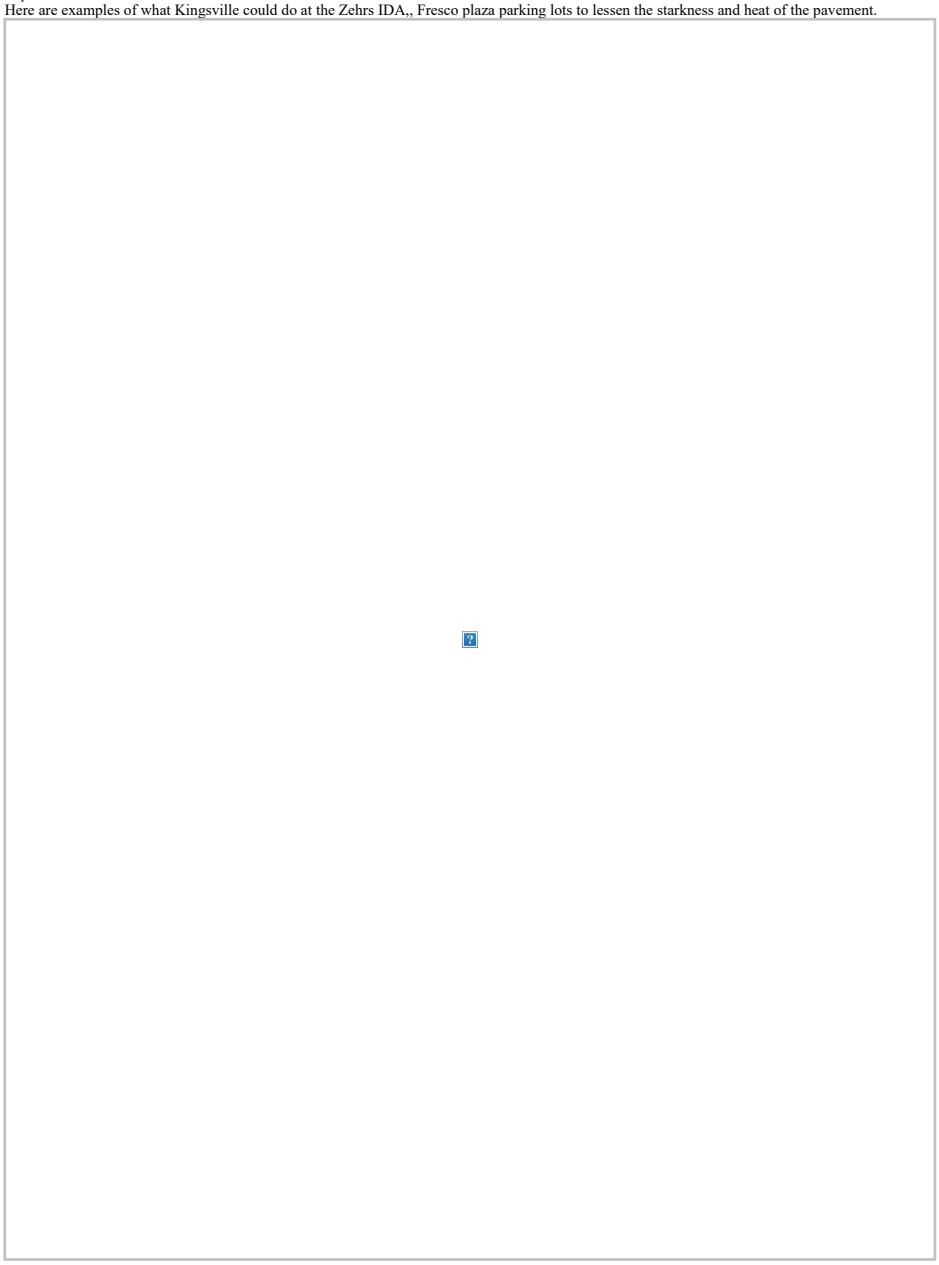
Many thanks for your response to this request. It takes everyone doing their part to make Kingsville appealing, especially on Main St. I know the downtown businesses would agree with me. I have been on council in Northern Ontario and helped transform a town on Lake Huron into a destination. Also, when I owned a townhouse in Leamington by the marina, Mayor Patterson was very grateful for my ideas on the future of the marina and lower Erie Street. I'm happy to say some of my ideas were implemented and I am very pleased with the results. Now we want Kingsville to be the jewel in Essex's crown.
I would appreciate acknowledgement of this letter with a simple reply.
Sincerely and with **thanks,**
James and Christina Kersey 61 Remark Dr.

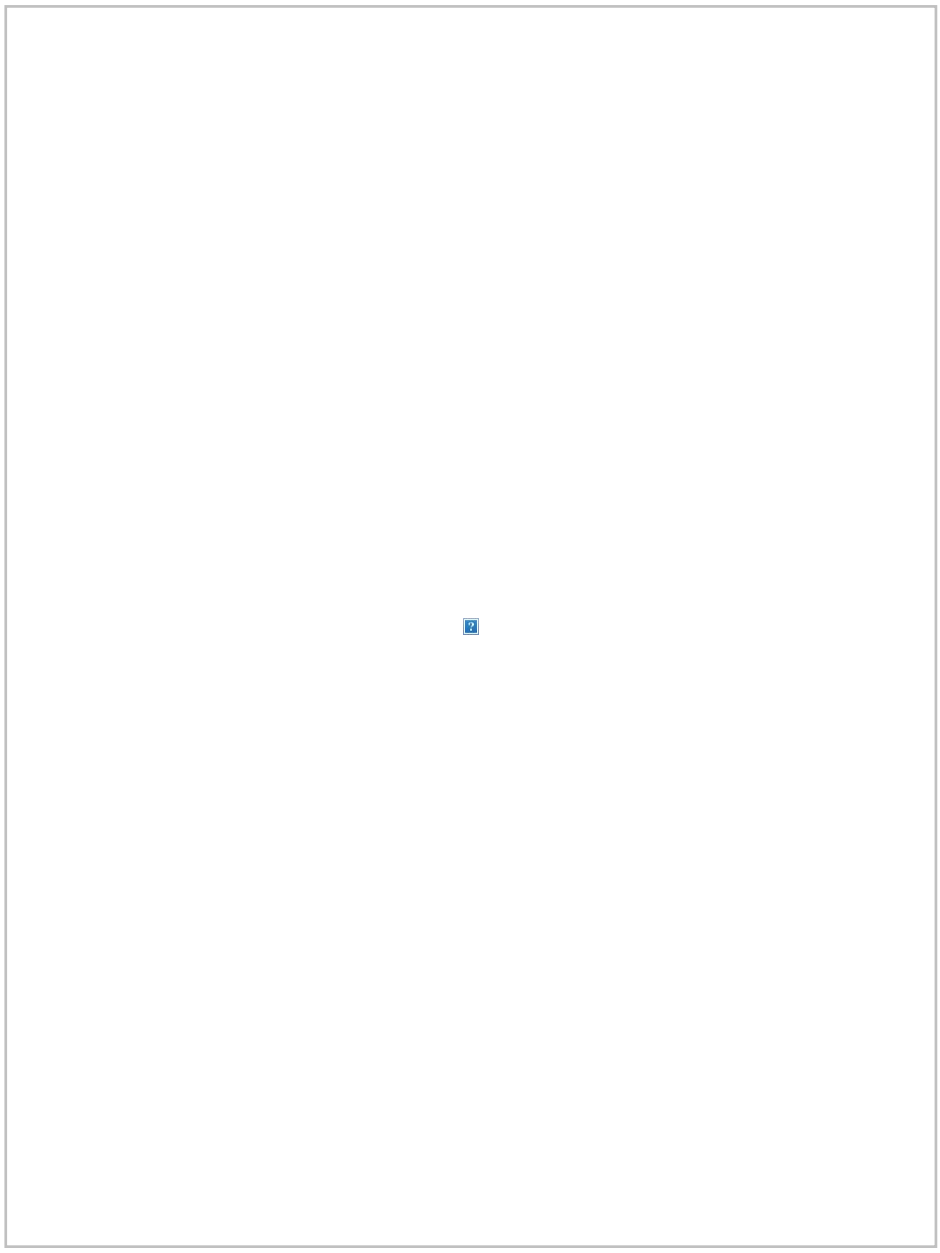

pizza boxes piled on balcony

Below you can see the overflowing garbage in the bin.some piled at the side.



These are diapers, grocery bags filled with garbage that aren't even in the bin. Someone bothered to put the lid down.
Here are examples of what Kingsville could do at the Zehrs IDA,, Fresco plaza parking lots to lessen the starkness and heat of the pavement.





From:	Bonnie Baldwin
To:	Robert Brown
Cc:	Thomas Neufeld; Nelson Santos; Gord Queen; Tony Gaffan; Larry Patterson
Subject:	To: Robert Brown, Manager of Planning Services, To
Date:	Friday, December 13, 2019 4:00:40 PM

To: Robert Brown, Manager of Planning Services, Town of Kingsville
From: Neil and Bonnie Baldwin
Friday, December 13, 2019

On September 10, 2017, Kingsville Municipal Council unanimously passed a motion introduced by Thomas Neufeld:

"To protect and maintain the integrity of Prince Albert Street North, it is being requested that all future development on Prince Albert St. North be limited to single detached dwellings only, and further that this be included as an amendment in the Town of Kingsville Official Plan Review."

On August 22, 2018, you sent us an email thanking us for our input on the development of the Official Plan, specifically for the Prince Albert Street area. You noted that "public input is a key part of this process" and said you "would like to ask a favour" of us to make sure that the policy...is agreeable moving forward." You said you had been considering different wordings and approaches and asked if you could send us the draft of the potential policy for our consideration.

You asked us to clarify the extent of the area that this policy would apply to and included a map.

We replied immediately that, because we had a computer problem at that moment, we could not clearly see the map. We said, however, "If it is of Prince Albert Street North, it probably is the area we are referring to. We would definitely be interested in
seeing your draft wording." But we received no further communication from you after that.

On May 22, 2019, we attended the Open House to provide public feedback on the draft of the Official Plan at that point. We spoke at great length to you and Gregory Bender, the representative from WSP that had actually produced the draft, but left feeling extremely frustrated. We expressed to both of you then our shock and dismay that Thomas Neufeld's motion that had been passed unanimously by Council back in 2017 had been completely ignored and that the map you'd sent us for clarification in 2018 had not been incorporated in any way into the draft.

We were unable to attend the November Open House due to illness, but remain dismayed that, despite the fact that you were given a clear directive by Council and despite your claim that public input is a key part of the process, our very real concerns about Prince Albert Street have still now been addressed.

Sent from my iPad

From: James Kersey
To: KingsvilleWorks; Robert Brown
Subject: New Development is necessary
Date: Tuesday, November 26, 2019 12:26:10 PM

I saw the new Wendy's in Amherstburg. It looks like a Historic building. This is the way Kingsville can ensure the town does not look like a big box town, or just a town of cement block buildings..
Two ideas…1.Building Code Compliance with a Master Plan 2. Trees and landscaping.

Any new development should have to comply to the standards of an exterior building code. This idea is not new. No one would travel to Paris or Niagara on the Lake if it looked like Timmins or Petrolia. Towns that have carefully controlled new builds, not only preserve history, but keep the character of the region or area alive and attractive to potential residents or tourists.

Disney built Celebration from the ground up but the look is is a quaint town of (new) Victorian clapboard houses, with shutters, and verandas. The master plan ensures this continues.

The only way to make a parking lot or exterior of a building pleasant is to make sure plantings are intentionally done by a landscaper as part of the design.

I have sent pictures in the past of a four lane road in Orange County that has all the big box stores and restaurants franchises you can imagine but you don't see them because of the wonderful landscaping and tasteful signage.
Quaint signage can be used in Kingsville. It's 2019 and With GPS, we no longer NEED TO SEE THE BIG SIGN, THE BIG PARKING LOT AND BUILDING..people's phones and NAVS show them the location. ZEHRS on Main Street does not have to be in full view with it's enormous parking lot ruining the view of those driving into town, if it had a nicer exterior and lots of trees, (coniferous) it wouldn't look like Leamington at the corner of Erie and Seacliff which is disheartening . The LIBRO building is an example of tasteful development with quaint architecture and landscaping. The WFCU building looks like an elevator in the wrong place and maybe a clinic or hospital.. not very welcoming right out on the main street. It's a missed opportunity.

Below are some of the Newly built areas of Celebration, their Master plan dictates what the developer can or cannot do. NO buildings over three storeys. Regions in Switzerland must conform, use wood siding, tile roof, and certain styles otherwise they will lose their identity, so Celebration is only repeating what has gone on for decades in regions across England, France, Belgium and Switzerland.

The Celebration master plan was developed by Cooper, Robertson & Partners and Robert A. M. Stern, and the extensive landscape, parks, trails and pathways were designed by the San Francisco firm EDAW (now AECOM).[9] Urban Design Associates, of Pittsburgh, PA, developed design guidelines, called a Pattern Book, as a tool for the design of new architecture within the community.[10] Celebration is planned in an early 20th-century architectural style and is not zoned for high-density residences. Celebration was named the "New Community of the Year" in 2001 by the Urban Land Institute.[11]

Wouldn't it be nice if Kingsville was named, the Community of the Year for it's development design. **From the corner of Jasperson and Main to the Home Hardware Store on Main at the end of town, the area should be part of a Master plan to promote small town heritage exteriors and signage.** Some finance might be offered to businesses to conform to the heritage type structures and landscaping in the Master Plan. It can only prosper the town making it unique in Essex with all the vineyards etc. around it.

So let's not stop development but rather make sure the Master plan has the building guidelines and landscaping required to improve Kingsville and to continue the excellent work the downtown area is attempting to promote,so we are the Jewel of Essex..

I would appreciate having this letter circulated to Mayor Santos and the council.
It's in council's hands to come up with a Master plan that will make the towns people happy no matter the development.
Many thanks for your attention,
Christina Kersey
61 Remark St.

Town of Kingsville
Council Summary Report
2019

Cheque Distributions for the Month of: DECEMBER

Department Summary:

Dept. No.	Department Name		Amount
	Credit Card Transactions	$	6,747.78
000	**Default - Clearing**	$	78,660.47
110	**Council**	$	241.75
112	**General Administration**	$	227,429.41
114	**Information Technology**	$	27,046.68
120	**Animal Control**	$	525.00
121	**Fire**	$	31,787.78
122	**OPP**	$	272,110.60
124	**Building**	$	1,946.54
130	**Transportation - Public Works**	$	493,640.78
131	**Sanitation**	$	167,102.12
151	**Cemetery**	$	11,777.24
170	**Arena**	$	40,252.95
171	**Parks**	$	134,263.55
172	**Fantasy of Lights**	$	6,914.87
173	**Marina**	$	609.86
174	**Migration Festival**	$	-
175	**Recreation Programs**	$	19,890.39
176	**Communities in Bloom**	$	-
177	**Highland Games**	$	1,831.68
178	**Facilities**	$	3,559.32
180	**Planning**	$	11,963.51
181	**BIA**	$	37,004.76
184	**Accessibility Committee**	$	345.98
185	**Tourism & Economic Development Committee**	$	511.64
186	**Heritage Committee**	$	840.00
201	**Environmental - Water**	$	98,492.33
242	**Kingsville/Lakeshore West Wastewater**	$	136,435.74
243	**Cottam Wastewater**	$	15,359.42

Total of Current Expenditures: $ 1,827,292.15

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

Total Number of Current Cheques Issued: 375

Comparison Data: DECEMBER 2018

Total of Approved Expenditures: $ 2,103,045.27

Total Number of Cheques Issued: 303

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

Council Summary Report
Credit Card Transactions
December 2019

Cheque Number	Cheque Date	Vendor Name	Description	Account	Amount
71737	12/19/2019	TD Canada Trust - RM	2020 MEMBERSHIP FEE - J GALEA	01-112-006-12085	$ 242.95
71737	12/19/2019	TD Canada Trust - RM	2020 MEMBERSHIP - R FRIAS	01-112-006-12085	$ 109.00
71737	12/19/2019	TD Canada Trust - RM	HOTEL-TRNG J MOONEY	01-112-006-12085	$ 733.85
71737	12/19/2019	TD Canada Trust - RM	2020 MEMBERSHIP - R SASSINE	01-112-006-12085	$ 420.36
71737	12/19/2019	TD Canada Trust - RM	OFFICE SUPPLIES - CLERKS	01-112-099-60301	$ 8.13
71737	12/19/2019	TD Canada Trust - RM	OFFICE SUPPLIES - CLERKS	01-112-099-60301	$ 7.91
71737	12/19/2019	TD Canada Trust - RM	TONER	01-112-099-60301	$ 193.30
71737	12/19/2019	TD Canada Trust - RM	OFFICE SUPPLIES - CLERKS	01-112-099-60301	$ 13.94
71737	12/19/2019	TD Canada Trust - RM	OFFICE SUPPLIES - TREASURY	01-112-099-60301	$ 49.24
71737	12/19/2019	TD Canada Trust - RM	OFFICE SUPPLIES - TREASURY	01-112-099-60301	$ 11.18
71737	12/19/2019	TD Canada Trust - RM	AD - JOB POSTING	01-112-099-60306	$ 20.76
71737	12/19/2019	TD Canada Trust - RM	25 YRS GIFT - K VEGH	01-112-099-60317	$ 100.00
71737	12/19/2019	TD Canada Trust - RM	25 YRS GIFT - K VEGH	01-112-099-60317	$ 100.00
71737	12/19/2019	TD Canada Trust - RM	25 YRS GIFT - K VEGH	01-112-099-60317	$ 100.00
71737	12/19/2019	TD Canada Trust - RM	MEMBERSHIP FEE	01-112-099-60320	$ 8.13
71737	12/19/2019	TD Canada Trust - RM	REVERSE PREPYMT-DUO00 SECURITY	01-114-360-71916	$ (4,522.00)
71737	12/19/2019	TD Canada Trust - RM	OFFICE SUPPLIES-FIRE	01-121-099-60301	$ 13.94
71737	12/19/2019	TD Canada Trust - RM	TRAINING - M OLEWSKI	01-124-098-60254	$ 593.25
71737	12/19/2019	TD Canada Trust - RM	2019 MEMBERSHIP - R SASSINE	01-124-099-60320	$ 593.25
71737	12/19/2019	TD Canada Trust - RM	BLDG - SAFETY SUPPLIES	01-124-099-60347	$ 47.69
71737	12/19/2019	TD Canada Trust - RM	TREES	01-130-099-60425	$ 211.22
71737	12/19/2019	TD Canada Trust - RM	FOL - SPEC OCCASION	01-172-099-60625	$ 300.00
71737	12/19/2019	TD Canada Trust - RM	FOL - DINNER	01-172-099-60625	$ 643.59
71743	12/23/2019	TD Canada Trust - RM	GROVEDALE - CUT KEY x4	01-178-360-71630	$ 44.80
71737	12/19/2019	TD Canada Trust - RM	ECDEV CONFERENCE	01-185-099-63113	$ 16.65
71737	12/19/2019	TD Canada Trust - RM	ECDEV CONFERENCE	01-185-099-63113	$ 139.73
71737	12/19/2019	TD Canada Trust - RM	ECDEV CONFERENCE	01-185-099-63113	$ 10.23
71737	12/19/2019	TD Canada Trust - RM	WEBSITE BACKUP (KMHAC)	01-186-099-63203	$ 36.51
71737	12/19/2019	TD Canada Trust - RM	WEBSITE HOSTING (KMHAC)	01-186-099-63203	$ 109.78
71737	12/19/2019	TD Canada Trust - RM	OFFICE SUPPLIE-ENV SRV	02-201-099-60301	$ 6.97
71737	12/19/2019	TD Canada Trust - RM	KEYBOARD&MSE-E ALLEN	02-201-099-60301	$ 40.69
71737	12/19/2019	TD Canada Trust - RM	CELL NODES FOR METERS	02-201-182-60448	$ 277.13
71737	12/19/2019	TD Canada Trust - RM	LAKESIDE PARK-HYDROGEO RPT	02-242-360-71864	$ 3,000.00
71742	12/23/2019	TD Canada Trust - PVMW	TRAVEL 2020 ROMA - N SANTOS	01-112-006-12085	$ 233.88
71736	12/19/2019	TD Canada Trust - PVMW	2020 EDAC MEMBERSHIP-PVMW	01-112-006-12085	$ 473.45
71736	12/19/2019	TD Canada Trust - PVMW	TRAVEL - ROMA PVMW	01-112-098-60254	$ 325.63
71736	12/19/2019	TD Canada Trust - PVMW	HG - TICKET TESTING	01-112-099-60317	$ 16.93
71736	12/19/2019	TD Canada Trust - PVMW	EQUIP-ESSELTINE DR MTG	01-112-099-60317	$ 79.37
71736	12/19/2019	TD Canada Trust - PVMW	SUBSCRIPTIONS X 9	01-112-099-60320	$ 594.83
71736	12/19/2019	TD Canada Trust - PVMW	OVERLIMIT FEE	01-112-099-60346	$ 29.00
71736	12/19/2019	TD Canada Trust - PVMW	DUTIES ON GOLFBALLS	01-171-179-40527	$ 33.74
71736	12/19/2019	TD Canada Trust - PVMW	FOL - PARADE CANDY	01-172-099-60622	$ 431.38
71736	12/19/2019	TD Canada Trust - PVMW	ECDEV REG - R BROWN	01-185-099-63113	$ 107.10
71736	12/19/2019	TD Canada Trust - PVMW	ECDEV REG - PVMW	01-185-099-63113	$ 107.10
71736	12/19/2019	TD Canada Trust - PVMW	ECDEV CONFERENCE	01-185-099-63113	$ 463.05
71736	12/19/2019	TD Canada Trust - PVMW	ECDEV CONFERENCE	01-185-099-63113	$ 146.29
71736	12/19/2019	TD Canada Trust - PVMW	ECDEV CONFERENCE	01-185-099-63113	$ 124.75
71736	12/19/2019	TD Canada Trust - PVMW	ECDEV CONFERENCE	01-185-099-63113	$ (83.85)
71736	12/19/2019	TD Canada Trust - PVMW	ECDEV CONFERENCE	01-185-099-63113	$ (269.10)
71736	12/19/2019	TD Canada Trust - PVMW	BR&E KICK OFF MEETING	01-185-099-63114	$ 112.05
71741	12/23/2019	TD Canada Trust - NS	EDDK EVENT	01-110-099-60300	$ 140.00
			Total Credit Card Transactions		**$ 6,747.78**

Town of Kingsville
Council Summary Report

Ranges:	From:	To:
Vendor ID:	First	Last
Vendor Name:	First	Last
Cheque Date:	12/1/2019	12/31/2019
Sorted By:	Cheque Number	

Distribution Types Included: **PURCH**

Cheque Number	Cheque Date	Vendor Name	Description	Amount

Total For Department **$0.00**

000

0071376*	12/2/2019	HYDRO ONE	1 Conc Lot22 Moroun Pump St 01-000-023-14080	$572.35
0071376*	12/2/2019	HYDRO ONE	Streetlights - Dimar Dr 01-000-006-13199	$28.37
0071377*	12/3/2019	1088089 Ontario Limited	DEP RNFD - 54 SPRUCE ST N 01-000-000-21413	$150.00
0071379*	12/3/2019	Abes Alfredo Sta Romana	DEP RFND - 573 4th BLVD 01-000-000-21410	$1,000.00
0071384*	12/3/2019	Baird AE Inc	ENG SERVICES - UNION AVE DR 01-000-023-14080	$4,407.05
0071385*	12/3/2019	Gerald Bechard	DEP RFND - 4430 GRAHAM SDRD 01-000-000-21410	$1,000.00
0071388*	12/3/2019	Gary Bering	DEP RFND - 563 ROAD 2 W 01-000-000-21413	$130.00
0071413*	12/3/2019	Enbridge Gas Inc	DEP RFND - 2043 GRAHAM SDRD 01-000-000-21410	$1,000.00
0071413*	12/3/2019	Enbridge Gas Inc	DEP RFND - 2043 GRAHAM SDRD 01-000-000-21410	$1,000.00
0071423*	12/3/2019	Katherine Gunning	DEBENTURE 126-2012 #7 01-000-052-60441	$10,538.96
0071423*	12/3/2019	Katherine Gunning	DEBENTURE 126-2012 #7 01-000-052-60442	$1,790.13
0071424*	12/3/2019	Katherine or Wayne Gunning	DEBENTURE 126-2012 #7 01-000-052-60441	$3,161.69
0071424*	12/3/2019	Katherine or Wayne Gunning	DEBENTURE 126-2012 #7 01-000-052-60442	$537.04
0071429*	12/3/2019	I.B.E.W. #636	REMITTANCE NOV 3-16, 2019 01-000-000-21006	$830.09
0071430*	12/3/2019	ICONIX Waterworks LP	CF INDUSTRIAL - 2" WTR METER 01-000-006-13199	$990.00
0071435*	12/3/2019	Jake Ketler	DEP RFND - ROAD 2 W 01-000-000-21413	$150.00
0071436*	12/3/2019	Kingsville Fire Fighter Assoc	REMITTANCE - OCT 2019 01-000-000-21014	$606.00
0071453*	12/3/2019	Minister of Finance (Fynbo)	CLAIM NO SC-17-58242 01-000-000-21016	$82.06
0071458*	12/3/2019	Mudmen Inc	HIGHLAND GAMES - 2020 01-000-006-12085	$1,200.00
0071461*	12/3/2019	Noah Homes	DEP RFND - 144 & 148 HERITAGE 01-000-000-21413	$150.00
0071469*	12/3/2019	Pro Bid Contractors Ltd.	WTR MAIN BREAK-HERITAGE/MAPLE 01-000-006-13199	$3,133.25

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071474*	12/3/2019	Rudak Excavating	DEP RFND - 1975 GRAHAM SDRD 01-000-000-21410	$1,000.00
0071485*	12/3/2019	Ryan Spitse	DEP RFND - 1438 ROAD 4 W 01-000-000-21410	$1,000.00
0071498*	12/3/2019	Vernon's Tap & Grill	DEP RFND - 22 MAIN ST E 01-000-000-21413	$150.00
0071507	12/3/2019	Workplace Safety & Insurance E	REMITTANCE - NOV 2019 01-000-000-21007	$10,618.41
0071509*	12/5/2019	Anthony Abraham	DEP RFND - 69 CONSERVATION 01-000-000-21410	$950.00
0071510*	12/5/2019	Chris Almas	DEP RFND - 225 BERNATH ST 01-000-000-21410	$1,000.00
0071512*	12/5/2019	Dean Bernardes	DEP RFND - 267 ROAD 3 E 01-000-000-21410	$1,000.00
0071513*	12/5/2019	Robert Buchan	DEP RFND - 405 PEARSE 01-000-000-21410	$1,000.00
0071516*	12/5/2019	Chris King & Sons Construction	DEP RFND - 4 WISTERIA LANE 01-000-000-21410	$1,000.00
0071522*	12/5/2019	Frontline Excavating or 115665(	DEP RFND - CONTRACTOR 01-000-000-21412	$2,500.00
0071535*	12/5/2019	Reg Clark Trucking Ltd.	REMOVE SAND FRONT RD DR 01-000-023-14080	$382.62
0071541*	12/5/2019	Town of Lakeshore	LAKESHORE DRAINAGE WORK 01-000-023-14080	$3,445.97
0071553*	12/12/2019	HVM Holdings Inc	RFND DEP - 140 WIGLE AVE 01-000-000-21413	$150.00
0071554*	12/12/2019	JV Energy Solutions Inc.	RFND DEP - 80 WIGLE AVE 01-000-000-21413	$150.00
0071610*	12/17/2019	I.B.E.W. #636	REMITTANCE NOV 17-30, 2019 01-000-000-21006	$1,462.34
0071615*	12/17/2019	Alan Johnson	RFND DUPLICATE PYMT-NOV 01-000-031-21418	$1,371.00
0071621*	12/17/2019	Kingsville Gosfield Heritage	3 SETS OF BOOKS 01-000-030-21376	$105.00
0071639*	12/17/2019	Minister of Finance (Fynbo)	CLAIM NO SC-17-58242 01-000-000-21016	$107.84
0071643*	12/17/2019	MTE Consultants Inc	JASPERSON RD BRDGE RECONSTRUCT 01-000-006-13112	$1,679.04
0071645*	12/17/2019	Municipality of Leamington	LTW TRANSIT FARES - NOV 2019 01-000-030-21387	$325.00
0071651*	12/17/2019	Anthony Payne	RFND CR BAL-LOCAL IMPROVEMENT 01-000-031-21418	$2,033.34
0071663*	12/17/2019	Receiver General (Fynbo)	ACCOUNT NO: 485121354RI 01-000-000-21015	$161.76
0071674*	12/17/2019	Shilson Excavation & Trucking I	BANK REPAIR - 9TH CON DRAIN 01-000-023-14080	$3,134.21
0071715*	12/19/2019	I.B.E.W. #636	REMITTANCE DEC 1-14, 2019 01-000-000-21006	$749.86
0071718*	12/19/2019	Kingsville Fire Fighter Assoc	REMITTANCE - NOV 2019 01-000-000-21014	$336.00
0071727*	12/19/2019	HYDRO ONE	1 Conc Lot22 Moroun Pump St 01-000-023-14080	$556.19
0071744	12/23/2019	Workplace Safety & Insurance E	REMITTANCE - DEC 2019 01-000-000-21007	$9,834.90

Total For Department 000 **$78,660.47**

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
110				
0071540	12/5/2019	Telus Mobility	CELL PHONE - NOV 28 - DEC27 01-110-099-60327	$45.79
0071630	12/17/2019	Laura Lucier	MILEAGE - CLIMATE ACTION 01-110-102-60253	$45.96
0071747	12/30/2019	Essex County Agricultural Hall c	HALL OF FAME NOMINATION FEE 01-110-099-60690	$150.00
		Total For Department 110		**$241.75**
112				
0071373	12/2/2019	Enbridge Gas Inc.	2021 Division Rd N - Town Hall 01-112-099-60314	$241.35
0071376	12/2/2019	HYDRO ONE	1 Conc Lot22 Moroun Pump St 01-112-006-12085	-$101.71
0071383	12/3/2019	Roberta Baines	MILEAGE - OCT 1 - NOV 28/19 01-112-099-60400	$55.57
0071392	12/3/2019	Cheema Cleaning Services Ltd	CLEANING SERVICES - NOV 2019 01-112-099-60341	$2,289.60
0071393	12/3/2019	Cintas Canada Limited	TOWN HALL - MATS 01-112-099-60315	$90.25
0071397	12/3/2019	Compugen Inc.	TREASURY COPIES 01-112-099-60311	$571.38
0071397	12/3/2019	Compugen Inc.	CAO COPIES 01-112-099-60311	$0.07
0071415	12/3/2019	eSCRIBE Software Ltd	ESCRIBE - IMPLEMENTATION FEE 01-112-360-71960	$4,808.16
0071416	12/3/2019	ESRI Canada Limited	BLDG - RENWAL JAN-DEC/2020 01-112-006-12085	$15,080.82
0071441	12/3/2019	LBC Capital	FRONT COUNTER PRINTER 01-112-099-60311	$72.30
0071441	12/3/2019	LBC Capital	FRONT COUNTER PRINTER 01-112-099-60311	$72.30
0071447	12/3/2019	Marianne Love Consulting Serv	JOB EVALUATION AND PAY EQUITY 01-112-099-60319	$2,238.72
0071448	12/3/2019	MC Business Solutions Ltd	SEALING SOLUTION 01-112-099-60303	$43.76
0071456	12/3/2019	Monarch Office Supply	OFFICE SUPPLIES - NOV 2019 01-112-099-60301	$620.46
0071473	12/3/2019	Royal Canadian Legion Ontario	MILITARY SERVICE BOOK AD 01-112-099-60306	$306.18
0071496	12/3/2019	Uline Shipping Supply Specialis	XMAS - PART FAVOUR BOXES 01-112-099-60317	$121.35
0071497	12/3/2019	V'amour DJ Services	DJ SERVICES - XMAS PARTY 01-112-099-60317	$300.00
0071515	12/5/2019	Michael Campbell	BACKGROUND CHECK 01-112-099-60317	$131.00
0071533	12/5/2019	Receiver General for Canada S	CEDAR BEACH S#4555-2020 RENT 01-112-006-12085	$500.00
0071540	12/5/2019	Telus Mobility	CELL PHONE - NOV 28 - DEC27 01-112-099-60327	$183.17
0071546	12/12/2019	Bell Canada	2021 DIVISION RD N (PIPE) 01-112-099-60327	$559.68
0071547	12/12/2019	Colasanti Farms Ltd	CHRISTMAS PARTY FAVOURS 01-112-099-60317	$1,074.54

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071549	12/12/2019	Enbridge Gas Inc.	2021 Division Rd N - Town Hall 01-112-099-60314	$503.38
0071551	12/12/2019	Erie Shores Health Foundation	SILVER SPONSOR-HOSPITAL GALA 01-112-006-12085	$3,000.00
0071560 *	12/12/2019	Minister of Finance (debentures	TITLE DEBENTURE 113-2015 01-112-006-12085	$6,793.40
0071561	12/12/2019	Monarch Office Supply	FILING CABINET & CHAIRS 01-112-099-60358	$234.04
0071565	12/12/2019	HYDRO ONE	2021 Division Admin #J027150 01-112-099-60314	$2,762.83
0071575	12/17/2019	Roberta Baines	PMPC REG - 2/2 REIMBURSEMENT 01-112-098-60254	$142.46
0071578	12/17/2019	BMA Management Consulting In	2019 BMA STUDY 01-112-099-60319	$1,272.00
0071579	12/17/2019	Canada Post Corporation	TAX REMINDER NOTICES 01-112-099-60303	$746.32
0071581	12/17/2019	Cintas Canada Limited	TOWN HALL - MATS 01-112-099-60315	$90.25
0071582	12/17/2019	Compugen Finance Inc.	TOWN HALL COPIER LEASE 01-112-006-12085	$768.94
0071584	12/17/2019	Culligan Water	WATER COOLER - TOWN HALL 01-112-099-60301	$29.00
0071596	12/17/2019	Essex Printing Co Ltd	BUSINESS CARDS - G QUEEN 01-112-099-60301	$86.50
0071600	12/17/2019	Fushion Managed Services	FRONT COUNTER - METER READS 01-112-099-60311	$38.60
0071603	12/17/2019	Graphic Gourmet	HG - MARKETING MATERIALS 01-112-006-12085	$772.18
0071606	12/17/2019	HighRise Basketball	HOOPIN' AROUND THE CLOCK 2020 01-112-006-12085	$250.00
0071606	12/17/2019	HighRise Basketball	HOOPIN AROUND THE CLOCK-REG 01-112-006-12085	$330.00
0071612	12/17/2019	John and Michelle Ivanisko	COTTAM OPP LEASE - JAN 2020 01-112-006-12085	$540.31
0071619	12/17/2019	Kingsville Home Hardware	COAT RACK - TOWN HALL 01-112-099-60315	$19.32
0071622	12/17/2019	Kings Landing Catering	CHRISTMAS PARTY CATERING 01-112-099-60317	$12,675.46
0071624	12/17/2019	Local Authority Services Ltd.	CLOSED MEETING INVESTIGATOR 01-112-099-60319	$203.52
0071626	12/17/2019	Leamington & Area Family Heal	QUARTERLY PAYMENT - JAN 2020 01-112-006-12085	$14,781.25
0071634	12/17/2019	MC Business Solutions Ltd	FOLDER/INSERTER REPAIR 01-112-099-60308	$155.69
0071637	12/17/2019	Merchant Paper Company	TOWN HALL - SUPPLIES 01-112-099-60315	$443.42
0071642	12/17/2019	Moore Canada Corporation	GREEN REMINDER NOTICES 01-112-099-60301	$154.68
0071644	12/17/2019	Municipal Finance Off. Assoc.	MFOA - MEMBERSHIP FEE 01-112-006-12085	$320.54
0071647	12/17/2019	Ontario Association of Fire Chie	2020 OAFC MEMBERSHIP-J DEAN 01-112-006-12085	$288.15
0071647	12/17/2019	Ontario Association of Fire Chie	2020 OAFC MEMBERSHIP-C PARSONS 01-112-006-12085	$259.49
0071653	12/17/2019	Pesce & Associates Inc	ORG REVIEW - CONSULTANT FEES 01-112-360-71960	$11,397.11
0071655	12/17/2019	Douglas J. Plumb	HG - TRADEMARK FEE 01-112-006-12085	$630.00
0071664 *	12/17/2019	Deanna Reid	SATURDAY DECEMBER 14, 2019 01-112-072-60129	$275.00

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071668	12/17/2019	Royal Benefits Inc	BENEFITS CLAIM - NOV 2019 01-112-072-60222	$545.37
0071672	12/17/2019	Vicky Sawatzky	MAP UNIT 3 - 50% REGISTRATION 01-112-006-12085	$185.71
0071675	12/17/2019	Shred-It International ULC	RECORDS ARCHIVE DESTRUCTION 01-112-099-60317	$102.67
0071677	12/17/2019	Melissa Sooley	MAP UNIT 2 50% REGISTRATION 01-112-006-12085	$185.71
0071701	12/19/2019	Bell Canada	2021 Division Rd N 01-112-099-60327	$703.00
0071704	12/19/2019	Sarah Campbell	POLICE CLEARANCE 01-112-099-60317	$81.00
0071705	12/19/2019	Cedar Signs	LED STOP SIGNS - CROSSING GRDS 01-112-099-60368	$753.16
0071717	12/19/2019	Kavanaugh, Milloy In Trust	KINGSVILLE ET AL ATS **** 01-112-099-60313	$135,000.00
0071724	12/19/2019	Minister of Finance(MMAH)	2020 BCIN RENEWAL x 5 01-112-006-12085	$580.00
0071732	12/19/2019	Stephanie Santos	POLICE CLEARANCE 01-112-099-60317	$41.00
0071736	12/19/2019	TD Canada Trust - PVMW	OVERLIMIT FEE 01-112-099-60346	$29.00
		Total For Department 112		**$227,429.41**
114				
0071382	12/3/2019	Applied Computer Solutions Inc	SERVICE WORK - NOV 2019 01-114-099-60310	$508.80
0071428	12/3/2019	Tony Iacobelli	BATTERIES 01-114-099-60301	$18.25
0071428	12/3/2019	Tony Iacobelli	MILEAGE - NOV 5 - NOV 29, 2019 01-114-099-60400	$74.69
0071479	12/3/2019	SHI CANADA ULC	VULNERABILITY TESTING RENEWAL 01-114-099-60309	$2,655.93
0071479	12/3/2019	SHI CANADA ULC	MICROSOFT LICENSING RENEWAL 01-114-099-60309	$12,649.98
0071519	12/5/2019	Diamond Software Inc.	HRISMYWAY CONFIG & SETUP 01-114-360-71908	$1,612.50
0071540	12/5/2019	Telus Mobility	CELL PHONE - NOV 28 - DEC27 01-114-099-60327	$91.58
0071572	12/17/2019	Applied Computer Solutions Inc	FIREWALL REPLACEMENT 01-114-099-60309	$1,367.71
0071580	12/17/2019	CDW Canada	MONITOR ARMS 01-114-099-60308	$734.71
0071591	12/17/2019	eSolutionsGroup Limited	WEBSITE ANALYTICS 01-114-099-60309	$763.20
0071591	12/17/2019	eSolutionsGroup Limited	WEBSITE HOSTING/LICENSING 01-114-099-60309	$6,563.52
0071609	12/17/2019	Tony Iacobelli	SUPPLIES-MOUNT COMPUTER EQUIP 01-114-099-60301	$5.81
		Total For Department 114		**$27,046.68**
120				

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071693	12/17/2019	Windsor Essex County Humane	CAT VOUCHER PROGRAM - NOV 2019 01-120-280-60377	$450.00
0071693	12/17/2019	Windsor Essex County Humane	STRAY CAT PROGRAM - NOV 2019 01-120-280-60125	$75.00
		Total For Department 120		**$525.00**
121				
0071373	12/2/2019	Enbridge Gas Inc.	1720 Division Rd N 01-121-099-60314	$484.65
0071374	12/2/2019	Gosfield North Communications	Cottam Fire Hall 01-121-099-60327	$126.46
0071392	12/3/2019	Cheema Cleaning Services Ltd	CLEANING SERVICES - NOV 2019 01-121-099-60341	$356.16
0071392	12/3/2019	Cheema Cleaning Services Ltd	CLEANING SERVICES - NOV 2019 01-121-099-60341	$183.17
0071393	12/3/2019	Cintas Canada Limited	FIRE - MATS 01-121-099-60315	$76.29
0071393	12/3/2019	Cintas Canada Limited	FIRE - MATS 01-121-099-60315	$45.53
0071404	12/3/2019	Jeff Dean	TRAVEL - OAFC GEN MTG'G 01-121-098-60254	$349.06
0071404	12/3/2019	Jeff Dean	TRAVEL - OAFC GEN MTG'G 01-121-099-60340	$90.50
0071419	12/3/2019	Fireservice Management Ltd.	EQUIPMENT REPAIR 01-121-099-60316	$143.34
0071426	12/3/2019	Homewood Health Inc	EMPLOYEE ASSISTANCE SERVICE 01-121-072-60228	$1,367.65
0071456	12/3/2019	Monarch Office Supply	FIRE - CABINETS 01-121-099-60358	$778.43
0071456	12/3/2019	Monarch Office Supply	OFFICE SUPPLIES - NOV 2019 01-121-099-60301	$174.41
0071464	12/3/2019	Chuck Parsons	TRAVEL - OAFC AGM 01-121-098-60254	$410.13
0071464	12/3/2019	Chuck Parsons	TRAVEL - OAFC AGM 01-121-099-60340	$45.03
0071464	12/3/2019	Chuck Parsons	MONITOR - C PARSONS 01-121-099-60358	$203.51
0071470	12/3/2019	Purolator Courier Service	COURIER SERVICES 01-121-099-60305	$4.08
0071489	12/3/2019	Talbot Marketing Inc.	FIRE - BRISCOE PANTS 01-121-072-60216	$68.94
0071489	12/3/2019	Talbot Marketing Inc.	FIRE - DEREK LLOYD PANTS 01-121-072-60216	$68.69
0071489	12/3/2019	Talbot Marketing Inc.	FIRE - C PARSONS JACKET 01-121-072-60216	$301.16
0071490	12/3/2019	Thames Communications Ltd.	EQUIPMENT REPAIR 01-121-099-60316	$105.31
0071508	12/3/2019	Xerox Canada Ltd.	XEROX - OCT 27 - NOV 25/19 01-121-099-60311	$62.21
0071521	12/5/2019	E.L.K. Energy Inc	120 Fox St 01-121-099-60314	$286.03
0071530	12/5/2019	Chuck Parsons	LUNCH- BEM 250 PARSONS/DEAN 01-121-099-60317	$33.52
0071540	12/5/2019	Telus Mobility	CELL PHONE - NOV 28 - DEC27 01-121-099-60327	$203.52

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071549	12/12/2019	Enbridge Gas Inc.	120 Fox St 01-121-099-60314	$521.81
0071571	12/17/2019	A.L.G Safety	TRAINING DUMMY 01-121-099-60756	$2,877.77
0071581	12/17/2019	Cintas Canada Limited	FIRE - MATS 01-121-099-60315	$45.53
0071581	12/17/2019	Cintas Canada Limited	FIRE - MATS 01-121-099-60315	$76.29
0071581	12/17/2019	Cintas Canada Limited	FIRE - MATS 01-121-099-60315	$45.53
0071586	12/17/2019	DeLage Landen	FIRE - COPIER LEASE 01-121-099-60311	$137.83
0071586	12/17/2019	DeLage Landen	FIRE - COPIER LEASE 01-121-099-60311	$137.83
0071589	12/17/2019	Economy Rental Centre	SCISSOR LIFT 01-121-099-60315	$131.27
0071596	12/17/2019	Essex Printing Co Ltd	OPEN BURN PERMITS 01-121-099-60301	$284.42
0071601	12/17/2019	Global Traffic Technologies Car	2019 Q4 LEASE 01-121-099-60311	$2,026.19
0071611	12/17/2019	Inland Liferafts & Marine Limitec	FIRE - MUSTANG SUIT 01-121-099-60756	$562.68
0071619	12/17/2019	Kingsville Home Hardware	RESCUE SUPPLIES 01-121-100-60705	$26.59
0071619	12/17/2019	Kingsville Home Hardware	FLASHING BEACON 01-121-099-60316	$24.71
0071619	12/17/2019	Kingsville Home Hardware	EQUIPMENT REPAIR 01-121-099-60316	$17.98
0071619	12/17/2019	Kingsville Home Hardware	FACILITY 01-121-099-60315	$38.73
0071619	12/17/2019	Kingsville Home Hardware	FUEL & GARBAGE BAGS 01-121-099-60315	$35.61
0071619	12/17/2019	Kingsville Home Hardware	FUEL & GARBAGE BAGS 01-121-099-60340	$182.98
0071627	12/17/2019	Limelight & Electric	LIGHTS & BALLASTS 01-121-099-60315	$309.55
0071627	12/17/2019	Limelight & Electric	LIGHTS & BALLASTS 01-121-099-60315	$255.66
0071637	12/17/2019	Merchant Paper Company	FIRE - SUPPLIES 01-121-099-60315	$118.14
0071641	12/17/2019	Scott Moore	MEALS - OMFPOA MEETING 01-121-099-60317	$17.29
0071659	12/17/2019	Public Safety Services	2-WAY RADIO 01-121-099-60358	$1,501.98
0071659	12/17/2019	Public Safety Services	2-WAY RADIOS 01-121-099-60358	$3,761.05
0071660	12/17/2019	Purolator Courier Service	COURIER SERVICES 01-121-099-60305	$4.08
0071660	12/17/2019	Purolator Courier Service	COURIER SERVICES 01-121-099-60305	$16.58
0071669	12/17/2019	Safedesign Apparel Ltd.	HELMET - LLOYD 01-121-099-60701	$101.75
0071676	12/17/2019	Signs by Nommel	FIRE - TAGS 01-121-100-60705	$24.42
0071678	12/17/2019	Southwest Diesel Service Inc	122 - LOOSE DOOR 01-121-099-60316	$97.08
0071678	12/17/2019	Southwest Diesel Service Inc	220-REPLACE SEAT BELT ASSEMBLY 01-121-099-60316	$780.19
0071678	12/17/2019	Southwest Diesel Service Inc	124-SERVICE 01-121-099-60316	$2,175.55

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071692	12/17/2019	Warkentin Plumbing	HVAC MAIN'T 01-121-099-60315	$836.98
0071692	12/17/2019	Warkentin Plumbing	WATER HEATER REPLACEMENT 01-121-099-60315	$2,310.63
0071694	12/17/2019	Windsor Factory Supply	123 & 218 WASTE CONTAINERS 01-121-099-60316	$50.88
0071696	12/17/2019	Work Authority	BOOTS - T NELNER 01-121-072-60216	$81.40
0071700	12/19/2019	Allstream Business Inc	Fire Emergency Calls 01-121-099-60327	$41.72
0071709	12/19/2019	Colasanti Farms Ltd	2019 EXERCISE LUNCH 01-121-100-60755	$199.78
0071712	12/19/2019	Enbridge Gas Inc.	1720 Division Rd N 01-121-099-60314	$201.82
0071714	12/19/2019	Fireservice Management Ltd.	EQUIPMENT REPAIR 01-121-099-60316	$294.45
0071725	12/19/2019	Scott Moore	MAP UNIT 3 01-121-098-60254	$366.34
0071727	12/19/2019	HYDRO ONE	1720 Division Rd N 01-121-099-60314	$689.97
0071733	12/19/2019	Southwest Diesel Service Inc	124-FAILED HORN AIR SOLENOID 01-121-099-60316	$345.39
0071733	12/19/2019	Southwest Diesel Service Inc	216-REPLACE SEAT BELT ASSEMBLY 01-121-099-60316	$723.82
0071734	12/19/2019	Southwest Fire Academy	NFPA 1041 NOV 15-17/19 01-121-072-60118	$3,234.44
0071738	12/19/2019	Thames Communications Ltd.	EQUIPMENT REPAIR 01-121-099-60316	$105.31
		Total For Department 121		**$31,787.78**
122				
0071373	12/2/2019	Enbridge Gas Inc.	41 Division St S 01-122-099-60314	$191.11
0071374	12/2/2019	Gosfield North Communications	OPP - Talbot St Cottam 01-122-099-60327	$121.88
0071375	12/2/2019	Minister of Finance (OPP)	OPP RIDE PROGRAM - OVERTIME 01-122-072-60122	$1,155.36
0071392	12/3/2019	Cheema Cleaning Services Ltd	CLEANING SERVICES - NOV 2019 01-122-099-60341	$1,922.24
0071392	12/3/2019	Cheema Cleaning Services Ltd	CLEANING SERVICES - NOV 2019 01-122-099-60341	$284.93
0071393	12/3/2019	Cintas Canada Limited	OPP - MATS 01-122-099-60315	$89.63
0071521	12/5/2019	E.L.K. Energy Inc	41 Division St S 01-122-099-60314	$814.54
0071568	12/12/2019	Town of Kingsville (water)	41 Division St S 01-122-099-60314	$173.74
0071581	12/17/2019	Cintas Canada Limited	OPP - MATS 01-122-099-60315	$89.63
0071584	12/17/2019	Culligan Water	WATER COOLER - OPP 01-122-099-60301	$35.56
0071620	12/17/2019	Kingsville Roofing	OPP - ROOF REPAIR 01-122-099-60315	$537.09
0071637	12/17/2019	Merchant Paper Company	OPP - SUPPLIES 01-122-099-60315	$79.58

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071637	12/17/2019	Merchant Paper Company	OPP - SUPPLIES 01-122-099-60315	$279.48
0071712	12/19/2019	Enbridge Gas Inc.	41 Division St S 01-122-099-60314	$287.84
0071730	12/19/2019	Reliance Home Comfort	41 Division St S 01-122-099-60314	$37.61
0071731	12/19/2019	Ricoh Canada	COPIER LEASE - OPP 01-122-099-60311	$301.38
0071740	12/23/2019	Minister of Finance (OPP)	OPP RIDE PROGRAM - DEC 2019 01-122-072-60120	$265,709.00
		Total For Department 122		**$272,110.60**
124				
0071456	12/3/2019	Monarch Office Supply	OFFICE SUPPLIES - NOV 2019 01-124-099-60301	$26.73
0071476	12/3/2019	Sam's Service Facility	14-02 - DETAIL 01-124-099-60316	$81.36
0071531	12/5/2019	Albert J Peach	CONTRACT SERV - NOV 20-29,2019 01-124-072-60120	$1,400.00
0071540	12/5/2019	Telus Mobility	CELL PHONE - NOV 28 - DEC27 01-124-099-60327	$239.14
0071592	12/17/2019	ESRI Canada Limited	BLDG - REPORT SUPPORT 01-124-099-60309	$73.78
0071671	12/17/2019	Robert Sassine	UNIFORMS - R SASSINE 01-124-072-60216	$125.53
		Total For Department 124		**$1,946.54**
130				
0071373	12/2/2019	Enbridge Gas Inc.	2021 Division Rd N - PW Garage 01-130-099-60314	$73.95
0071373	12/2/2019	Enbridge Gas Inc.	2021 Division - Garage 01-130-099-60314	$97.47
0071376	12/2/2019	HYDRO ONE	Streetlights - Kratz 01-130-114-60412	$2.15
0071376	12/2/2019	HYDRO ONE	PW Garage 01-130-099-60314	$1,252.02
0071376	12/2/2019	HYDRO ONE	Streetlights - Mucci Dr 01-130-114-60412	$21.59
0071376	12/2/2019	HYDRO ONE	Streetlights - Regent St 01-130-114-60412	$28.05
0071376	12/2/2019	HYDRO ONE	Streetlights - Woodland 01-130-114-60412	$59.15
0071376	12/2/2019	HYDRO ONE	Streetlights - Sunvalley 01-130-114-60412	$34.58
0071376	12/2/2019	HYDRO ONE	Streetlights - Road 3E 01-130-114-60412	$2.15
0071381	12/3/2019	Amaco Equipment	CABLE - SALTERS 01-130-122-60421	$248.72
0071391	12/3/2019	Chapman Signs	SIGNS - SANTA PARADE 01-130-099-60648	$47.62
0071396	12/3/2019	Colasanti Farms Ltd	LUNCH - SNOW PLOW TRAINING 01-130-098-60254	$228.88

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071399	12/3/2019	Corp. of the County of Essex	TRAFFIC LIGHT - MAIN & SPRUCE 01-130-110-60402	$297.70
0071401	12/3/2019	County Wide Tree Service	TREE REMOVAL - METTAWAS PARK 01-130-099-60426	$1,139.71
0071401	12/3/2019	County Wide Tree Service	TREE REMOVAL - 1519 WHITEWOOD 01-130-099-60426	$722.50
0071401	12/3/2019	County Wide Tree Service	TREE TRIMMING - WIGLE AVE 01-130-099-60426	$3,085.36
0071401	12/3/2019	County Wide Tree Service	TREE REMOVAL - MILL ST 01-130-099-60426	$215.73
0071401	12/3/2019	County Wide Tree Service	TREE REMOVAL - ST LUKE 01-130-099-60426	$362.26
0071401	12/3/2019	County Wide Tree Service	TREE TRIMMING - 13 MAPLE ST 01-130-099-60426	$356.16
0071402	12/3/2019	D & L Digging	WINTER CONTROL - PARKING LOTS 01-130-122-60420	$2,190.38
0071402	12/3/2019	D & L Digging	CURB BASIN - 111 FOX ST 01-130-141-60439	$2,355.74
0071406	12/3/2019	Dependable Door and Dock Se	PW - BAY DOOR REPAIR 01-130-099-60315	$229.47
0071408	12/3/2019	Dillon Consulting	BRIDGE#46-S TALBOT CULVERT 01-130-360-71827	$2,376.60
0071410	12/3/2019	D.L.M. Emissions Testing	EMISSIONS TEST- STICKER RENWAL 01-130-099-60345	$189.11
0071431	12/3/2019	Jeff Shepley Excavating Ltd.	TRUCKING BULK ROAD SALT 01-130-122-60420	$1,979.76
0071433	12/3/2019	K+S Windsor Salt Ltd.	BULK ROAD SALT 01-130-122-60420	$9,398.47
0071433	12/3/2019	K+S Windsor Salt Ltd.	BULK ROAD SALT 01-130-122-60420	$6,163.64
0071433	12/3/2019	K+S Windsor Salt Ltd.	BULK ROAD SALT 01-130-122-60420	$9,425.74
0071433	12/3/2019	K+S Windsor Salt Ltd.	BULK ROAD SALT 01-130-122-60420	$8,955.28
0071434	12/3/2019	Kelcom Radio Division	AVL AND RADIOS FOR FLEET 01-130-099-60460	$761.93
0071440	12/3/2019	Lawson Products Ltd.	BULK HARDWARE SUPPLIES 01-130-099-60335	$142.19
0071442	12/3/2019	Leamington Int. Trucks	12-01 - WIRE HARNESS 01-130-099-60316	$39.18
0071452	12/3/2019	Mill-Am Corporation	LANSDOWNE AVE 01-130-360-71928	$37,847.28
0071452	12/3/2019	Mill-Am Corporation	HERITAGE ROAD 01-130-360-71926	$20,559.63
0071456	12/3/2019	Monarch Office Supply	OFFICE SUPPLIES - NOV 2019 01-130-099-60301	$17.70
0071465	12/3/2019	Peanut Centre & Nursery	2019 TREE PLANTING PROGRAM 01-130-099-60425	$17,431.48
0071466	12/3/2019	Phasor Industrial	REPLACE POLE - VICTORIA 01-130-114-60413	$1,386.28
0071466	12/3/2019	Phasor Industrial	REMOVE POLES MAIN ST E 01-130-114-60413	$930.09
0071470	12/3/2019	Purolator Courier Service	COURIER SERVICES 01-130-099-60305	$22.44
0071471	12/3/2019	Queens Auto Supply	BULK WINDSHIELD WIPER FLUID 01-130-099-60335	$24.34
0071471	12/3/2019	Queens Auto Supply	WINTER WINDSHIELD WIPERS 01-130-099-60316	$41.19
0071471	12/3/2019	Queens Auto Supply	WINTER WINDSHIELD WIPERS 01-130-099-60316	$41.19

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071471	12/3/2019	Queens Auto Supply	DIESEL EXHAUST FLUID 01-130-099-60335	$61.01
0071471	12/3/2019	Queens Auto Supply	WIPER BLADES - SNOW PLOWS 01-130-099-60316	$16.00
0071471	12/3/2019	Queens Auto Supply	DRAIN PAN FOR SHOP 01-130-099-60335	$9.16
0071471	12/3/2019	Queens Auto Supply	HYDRAULIC FLUID 01-130-099-60316	$39.20
0071471	12/3/2019	Queens Auto Supply	SHOP TOWELS 01-130-099-60335	$103.30
0071475	12/3/2019	Sam's Shell	DIESEL - SNOW TRACTORS 01-130-099-60340	$23.72
0071476	12/3/2019	Sam's Service Facility	18-01 - DETAIL 01-130-099-60316	$81.36
0071476	12/3/2019	Sam's Service Facility	13-04 - FIX HEATER 01-130-099-60316	$221.50
0071476	12/3/2019	Sam's Service Facility	17-01 - TIRE REPAIR/OIL CHGE 01-130-099-60316	$170.14
0071478	12/3/2019	Sherway Contracting	WINTER HEAT CLAIM SETTLEMENT 01-130-360-71744	$5,000.00
0071480	12/3/2019	Sims Publications Incorporated	AD - TRAFFIC BYLAW 01-130-099-60306	$205.79
0071481	12/3/2019	SiteOne Landscape Supply	GATOR BAGS FOR TREES 01-130-099-60425	$1,253.83
0071482	12/3/2019	SkyMobile	FLEET TRACKING - DEC 2019 01-130-099-60460	$580.03
0071484	12/3/2019	Southwest Diesel Service Inc	12-03 CYLINDER REPAIR 01-130-099-60316	$1,839.01
0071486	12/3/2019	Stinson Equipment Ltd.	FROM TO DATE TAB 01-130-132-60428	$139.08
0071492	12/3/2019	Top It Asphalt Maintenance Inc	ASPHALT REPAIR - STONEHEDGE 01-130-110-60418	$1,780.80
0071493	12/3/2019	Transportation Association of C	2020 ANNUAL DUES 01-130-099-60320	$409.07
0071506	12/3/2019	Wood Environment & Infrastruct	S TALBOT RD CULVERT 01-130-360-71827	$1,195.41
0071521	12/5/2019	E.L.K. Energy Inc	390 Main St E Traffic Lights 01-130-110-60402	$95.53
0071521	12/5/2019	E.L.K. Energy Inc	Wigle Traffic Lights 01-130-110-60402	$64.37
0071521	12/5/2019	E.L.K. Energy Inc	Jasperson Traffic Lights 01-130-110-60402	$266.02
0071521	12/5/2019	E.L.K. Energy Inc	Street Lights - Kingsville 01-130-114-60412	$9,960.87
0071521	12/5/2019	E.L.K. Energy Inc	Division Traffic Lights 01-130-110-60402	$205.90
0071521	12/5/2019	E.L.K. Energy Inc	Spruce Traffic Lights 01-130-110-60402	$266.02
0071521	12/5/2019	E.L.K. Energy Inc	Santos & Main Traffic Lights 01-130-110-60402	$33.65
0071521	12/5/2019	E.L.K. Energy Inc	Street Lights - Cottam 01-130-114-60412	$2,032.44
0071529	12/5/2019	MTE Consultants Inc	ESSELTINE SITE MTG WITH DFO 01-130-360-71547	$1,238.32
0071536	12/5/2019	Security One Alarm Systems	WILO'S PUMP STATION-MONITOR 01-130-099-60327	$56.45
0071540	12/5/2019	Telus Mobility	CELL PHONE - NOV 28 - DEC27 01-130-099-60327	$45.79
0071540	12/5/2019	Telus Mobility	CELL PHONE - NOV 28 - DEC27 01-130-099-60327	$503.71

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071542	12/5/2019	Waddick Fuels	UNLD GAS 01-130-099-60340	$1,044.16
0071542	12/5/2019	Waddick Fuels	CLEAR ULS 01-130-099-60340	$775.49
0071542	12/5/2019	Waddick Fuels	UNLD GAS 01-130-099-60340	$1,334.42
0071542	12/5/2019	Waddick Fuels	CLEAR ULS 01-130-099-60340	$652.13
0071542	12/5/2019	Waddick Fuels	UNLD GAS 01-130-099-60340	$1,616.71
0071542	12/5/2019	Waddick Fuels	CLEAR ULS 01-130-099-60340	$1,527.73
0071542	12/5/2019	Waddick Fuels	CLEAR ULS 01-130-099-60340	$2,726.70
0071542	12/5/2019	Waddick Fuels	DYED ULS 01-130-099-60340	$485.77
0071542	12/5/2019	Waddick Fuels	HYDRAULIC OIL 01-130-099-60335	$661.29
0071549	12/12/2019	Enbridge Gas Inc.	2021 Division Rd N - PW Garage 01-130-099-60314	$458.40
0071549	12/12/2019	Enbridge Gas Inc.	2021 Division - Garage 01-130-099-60314	$267.42
0071565	12/12/2019	HYDRO ONE	Streetlights - McCracken 01-130-114-60412	$8.87
0071573	12/17/2019	Association of Ontario Road Su	SNOW PLOW TRAINING 01-130-098-60254	$3,554.07
0071574	12/17/2019	B&T Waechter Holdings Ltd (Cc	PW OFFICE - CORD 01-130-099-60301	$15.65
0071587	12/17/2019	Dependable Door and Dock Ser	PW - FIX REMOTES 01-130-099-60315	$63.60
0071590	12/17/2019	E.R.(Bill) Vollans Ltd.	PARTS - SNOW SALTERS 01-130-122-60421	$55.60
0071590	12/17/2019	E.R.(Bill) Vollans Ltd.	PREP KIOTI - SIDEWALK CONTROL 01-130-122-60421	$86.50
0071597	12/17/2019	Fastenal Canada	SIGN HARDWARE 01-130-132-60428	$78.15
0071598	12/17/2019	Fluid Basics Inc	CALIBRATE SALT CONTROLLERS 01-130-099-60316	$2,994.79
0071602	12/17/2019	Golder Associates	SERVICES-CEDAR ISL BRDG & ROAD 01-130-360-71923	$136.76
0071614	12/17/2019	Jeff Shepley Excavating Ltd.	TRUCKING BULK ROAD SALT 01-130-122-60420	$709.52
0071617	12/17/2019	K+S Windsor Salt Ltd.	BULK ROAD SALT 01-130-122-60420	$3,173.44
0071617	12/17/2019	K+S Windsor Salt Ltd.	BULK ROAD SALT 01-130-122-60420	$6,222.74
0071619	12/17/2019	Kingsville Home Hardware	SNOW FLAKES 01-130-099-60648	$11.16
0071619	12/17/2019	Kingsville Home Hardware	SNOW STAKES 01-130-122-60420	$31.53
0071619	12/17/2019	Kingsville Home Hardware	SNOW PLOW PAINT 01-130-099-60316	$13.19
0071619	12/17/2019	Kingsville Home Hardware	PW SHOP - HEATER 01-130-099-60301	$32.02
0071619	12/17/2019	Kingsville Home Hardware	WIRE CONNECTORS FOR PLOWS 01-130-099-60316	$17.11
0071625	12/17/2019	Leamington Int. Trucks	13-03 - REPLACE AXLE SEAL 01-130-099-60316	$295.14
0071625	12/17/2019	Leamington Int. Trucks	17-05 -SERVICE & ANNUAL SAFETY 01-130-099-60316	$1,283.69

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071629	12/17/2019	Lucier Glove & Safety Products	HARNESS/EQUIP-BOOM TRUCK 01-130-360-71959	$790.53
0071631	12/17/2019	Manz Contracting Services Inc	PAINT STREETLIGHT POLES 01-130-066-40530	$5,393.28
0071643	12/17/2019	MTE Consultants Inc	JASPERSON RD BRDGE RECONSTRUCT 01-130-360-71925	$3,408.96
0071650	12/17/2019	Orkin Canada Corporation	PW - PEST CONTROL 01-130-099-60315	$91.58
0071652	12/17/2019	Peanut Centre & Nursery	TREE PLANTINGS - DOWNTOWN 01-130-099-60425	$1,694.30
0071661	12/17/2019	Queens Auto Supply	CUTTING WHEELS 01-130-099-60335	$17.69
0071661	12/17/2019	Queens Auto Supply	MARKER KIT FOR KIOTI 01-130-122-60421	$110.02
0071661	12/17/2019	Queens Auto Supply	LIGHTS FOR SWEEPER 01-130-110-60422	$25.70
0071661	12/17/2019	Queens Auto Supply	13-01 - BATTERY TERMINAL 01-130-099-60316	$17.48
0071665	12/17/2019	Rene Blain Trucking Ltd	BULK COLD MIX 01-130-110-60418	$2,592.46
0071673	12/17/2019	Sherway Contracting	PARK ST - PPC #8 01-130-360-71744	$32,860.21
0071674	12/17/2019	Shilson Excavation & Trucking I	REMOVE OBSTRUCTION-GRAHAM 01-130-141-60429	$956.54
0071679	12/17/2019	Stantec Consulting Ltd.	PARK ST - CONS SERVICES 01-130-360-71744	$835.24
0071680	12/17/2019	Strerling Ridge Infrastructure In	BRIDGE#46-S TALBOT CULVERT 01-130-360-71827	$246,849.64
0071690	12/17/2019	Viking Cives Ltd.	12-03 - PUMP 01-130-099-60316	$446.50
0071691	12/17/2019	Waddick Fuels	CLEAR ULS 01-130-099-60340	$663.05
0071691	12/17/2019	Waddick Fuels	UNLD GAS 01-130-099-60340	$1,215.85
0071691	12/17/2019	Waddick Fuels	UNLD GAS 01-130-099-60340	$885.48
0071691	12/17/2019	Waddick Fuels	CLEAR ULS 01-130-099-60340	$1,187.04
0071711	12/19/2019	Corp. of the County of Essex	LINE PAINTING - LANSDOWNE 01-130-360-71928	$1,211.19
0071727	12/19/2019	HYDRO ONE	Combination All Street Lights 01-130-114-60412	$2,135.19
0071727	12/19/2019	HYDRO ONE	PW Garage 01-130-099-60314	$1,236.76
			Total For Department 130	**$493,640.78**
131				
0071417	12/3/2019	Essex-Windsor Solid Waste	YARD WASTE - OCT 2019 01-131-400-60370	$3,277.95
0071417	12/3/2019	Essex-Windsor Solid Waste	FIXED COSTS - OCT 2019 01-131-400-60370	$37,266.00
0071417	12/3/2019	Essex-Windsor Solid Waste	PREPETUAL CARE - NOV-DEC 2019 01-131-400-60404	$10,770.00
0071417	12/3/2019	Essex-Windsor Solid Waste	WASTE DISPOSAL - OCT 2019 01-131-400-60370	$18,625.65

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071503	12/3/2019	Windsor Disposal Services Ltd.	FRONT END SERVICE - COTTAM 01-131-400-60380	$237.87
0071503	12/3/2019	Windsor Disposal Services Ltd.	FRONT END SERVICE-CRYSTAL APT 01-131-400-60380	$237.87
0071503	12/3/2019	Windsor Disposal Services Ltd.	WASTE COLLECTION - DEC 2019 01-131-400-60380	$44,525.99
0071594	12/17/2019	Essex-Windsor Solid Waste	FIXED COSTS - NOV 2019 01-131-400-60370	$37,266.00
0071695	12/17/2019	Windsor Disposal Services Ltd.	YARD WASTE COLLECTION - NOV/19 01-131-400-60382	$14,894.79
		Total For Department 131		**$167,102.12**
151				
0071373	12/2/2019	Enbridge Gas Inc.	Mill St Cemetery 01-151-099-60314	$60.14
0071401	12/3/2019	County Wide Tree Service	TREE TRIM - GREENHILL CEMETERY 01-151-128-60426	$1,540.00
0071412	12/3/2019	Economy Rental Centre	MINI - GRAVE OPENING 01-151-072-60121	$265.00
0071427	12/3/2019	Hutchins Monuments	GRACELAND - OPENING 01-151-072-60121	$570.00
0071427	12/3/2019	Hutchins Monuments	GRACELAND - OPENING 01-151-072-60121	$570.00
0071521	12/5/2019	E.L.K. Energy Inc	Greenhill Cemetery 01-151-099-60314	$27.98
0071568	12/12/2019	Town of Kingsville (water)	Greenhill Cemetery 01-151-099-60314	$90.43
0071589	12/17/2019	Economy Rental Centre	BOBCAT - GRAVE OPENING 01-151-072-60121	$273.25
0071608	12/17/2019	Hutchins Monuments	GRACELAND - OPENING 01-151-072-60121	$525.00
0071619	12/17/2019	Kingsville Home Hardware	SEALER FOR HEADSTONES 01-151-099-60364	$6.49
0071619	12/17/2019	Kingsville Home Hardware	HARDWARE - CEMETERY 01-151-099-60337	$0.58
0071619	12/17/2019	Kingsville Home Hardware	ADHESIVE FOR HEADSTONES 01-151-099-60364	$9.49
0071636	12/17/2019	Memorial Restorations Inc.	HEADSTONE RESTORATIONS 01-151-099-60364	$5,000.00
0071667 *	12/17/2019	Jeffery Ross	TOWN REPURCHASE 2 FULL PLOTS 01-151-066-41802	$2,000.00
0071712	12/19/2019	Enbridge Gas Inc.	Mill St Cemetery 01-151-099-60314	$88.88
0071749 *	12/30/2019	Rene or Virginia Paquin	GREENHILL PLAN E - PLOT 261 01-151-066-41802	$750.00
		Total For Department 151		**$11,777.24**
170				
0071373	12/2/2019	Enbridge Gas Inc.	1741 Jasperson Lane 01-170-099-60314	$1,703.62
0071376	12/2/2019	HYDRO ONE	Arena Complex 01-170-099-60314	$20,772.76

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071389	12/3/2019	Black & McDonald Limited	COMPRESSOR MAINTENANCE 01-170-099-60315	$2,515.20
0071390	12/3/2019	BSM Technologies Ltd (formerly	P&R - FLEET TRACKING 01-170-099-60302	$47.50
0071393	12/3/2019	Cintas Canada Limited	ARENA - MATS 01-170-099-60315	$60.03
0071422	12/3/2019	Great Lakes Safety Products	FIRST AID BLANKET 01-170-099-60347	$27.87
0071443	12/3/2019	Limelight & Electric	LED BULBS 01-170-099-60315	$64.49
0071444	12/3/2019	Loblaw Inc.	CANDY MACHINE 01-170-154-60446	$92.22
0071446	12/3/2019	Mark's Commercial	J HICKSON - BOOTS 01-170-072-60216	$72.57
0071449	12/3/2019	Merchant Paper Company	ARENA - SUPPLIES 01-170-099-60315	$108.77
0071449	12/3/2019	Merchant Paper Company	ARENA - SUPPLIES 01-170-099-60315	$11.46
0071450	12/3/2019	Messer Canada Inc.,	PROPANE 01-170-099-60340	$138.16
0071450	12/3/2019	Messer Canada Inc.,	PROPANE 01-170-099-60340	$170.48
0071456	12/3/2019	Monarch Office Supply	OFFICE SUPPLIES - NOV 2019 01-170-099-60301	$130.59
0071459	12/3/2019	Musical Strings 'n' Things Ltd.	WIRELESS HAND HELD MIC 01-170-099-60315	$749.00
0071460	12/3/2019	Nella Cutlery (Hamilton) Inc.	BLADE SHARPENING - OLYMPIA 01-170-099-60316	$35.00
0071463	12/3/2019	Otis Canada, Inc.	ELEVATOR - 12/01/19 - 02/29/20 01-170-099-60315	$1,181.46
0071466	12/3/2019	Phasor Industrial	ARENA LIGHTING REPAIR 01-170-099-60315	$234.32
0071477	12/3/2019	Security One Alarm Systems	ARENA - ALARM SYS REPAIR 01-170-099-60315	$210.00
0071495	12/3/2019	Truax Lumber	GLOVES 01-170-099-60347	$10.99
0071495	12/3/2019	Truax Lumber	GLOVES 01-170-099-60347	$29.99
0071537 *	12/5/2019	South County Predators	P2P FORMS 091 01-170-000-15000	$512.00
0071540	12/5/2019	Telus Mobility	CELL PHONE - NOV 28 - DEC27 01-170-099-60327	$450.00
0071544	12/12/2019	Allstream Business Inc	Arena - Fax/Debit 01-170-099-60327	$82.06
0071544	12/12/2019	Allstream Business Inc	Carnegie/Arena Elevator 01-170-099-60327	$41.00
0071568	12/12/2019	Town of Kingsville (water)	Lakeside Park Pavilion 01-170-099-60314	$1,039.37
0071577	12/17/2019	Black & McDonald Limited	COMPRESSOR - REPAIR 01-170-099-60316	$2,328.94
0071581	12/17/2019	Cintas Canada Limited	ARENA - MATS 01-170-099-60315	$60.03
0071584	12/17/2019	Culligan Water	WATER COOLER - ARENA 01-170-099-60301	$27.95
0071597	12/17/2019	Fastenal Canada	GLOVES - PROPANE HANDLING 01-170-099-60347	$43.82
0071616	12/17/2019	Jutzi Water Technologies (D.H.	WATER EQUIP RENTAL 01-170-099-60318	$75.00
0071619	12/17/2019	Kingsville Home Hardware	KEYS 01-170-099-60315	$4.38

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071619	12/17/2019	Kingsville Home Hardware	KEYS 01-170-099-60315	$6.58
0071619	12/17/2019	Kingsville Home Hardware	KEYS 01-170-099-60315	$6.50
0071619	12/17/2019	Kingsville Home Hardware	ARENA - SUPPLIES 01-170-099-60315	$64.29
0071619	12/17/2019	Kingsville Home Hardware	PADLOCK 01-170-099-60315	$49.74
0071619	12/17/2019	Kingsville Home Hardware	SUPPLIES 01-170-099-60315	$66.10
0071619	12/17/2019	Kingsville Home Hardware	SPADES & BLADES 01-170-099-60335	$46.76
0071619	12/17/2019	Kingsville Home Hardware	SUPPLIES 01-170-099-60315	$11.28
0071619	12/17/2019	Kingsville Home Hardware	CONNECTOR 01-170-099-60335	$32.97
0071627	12/17/2019	Limelight & Electric	BALLASTS & FLUORESCENT LAMPS 01-170-099-60315	$208.52
0071628	12/17/2019	Loblaw Inc.	OFFICE SUPPLIES 01-170-099-60301	$25.56
0071633	12/17/2019	Mark's Commercial	BOOTS - RYAN SPITSE 01-170-072-60216	$89.99
0071635*	12/17/2019	Jillian McCallum	REFUND GROVEDALE DEPOSIT 01-170-006-12063	$1,000.00
0071637	12/17/2019	Merchant Paper Company	ARENA - SUPPLIES 01-170-099-60335	$202.40
0071637	12/17/2019	Merchant Paper Company	ARENA - SUPPLIES 01-170-099-60335	$108.77
0071637	12/17/2019	Merchant Paper Company	ARENA - SUPPLIES 01-170-099-60335	$148.50
0071637	12/17/2019	Merchant Paper Company	ARENA - SUPPLIES 01-170-099-60335	$275.72
0071637	12/17/2019	Merchant Paper Company	ARENA - SUPPLIES 01-170-099-60335	$474.38
0071638	12/17/2019	Messer Canada Inc.,	PROPANE 01-170-099-60340	$177.56
0071638	12/17/2019	Messer Canada Inc.,	CYLINDER FEE 01-170-099-60318	$32.00
0071638	12/17/2019	Messer Canada Inc.,	CYLINDER RENTAL 01-170-099-60318	$78.70
0071638	12/17/2019	Messer Canada Inc.,	ACETYLENE RENTAL 01-170-099-60318	$96.80
0071638	12/17/2019	Messer Canada Inc.,	PROPANE 01-170-099-60340	$147.73
0071640	12/17/2019	Monarch Office Supply	CHAIRS 01-170-099-60315	$554.88
0071646	12/17/2019	Nella Cutlery (Hamilton) Inc.	BLADE SHARPENING 01-170-099-60316	$35.00
0071650	12/17/2019	Orkin Canada Corporation	ARENA - PEST CONTROL 01-170-099-60315	$94.50
0071686	12/17/2019	Troy Life & Fire Safety Ltd.	ANNUAL FIRE INSPECTION-ARENA 01-170-099-60315	$850.00
0071687	12/17/2019	Truax Lumber	BRACE CORNER 01-170-099-60315	$15.36
0071687	12/17/2019	Truax Lumber	TIE WIRE 01-170-099-60315	$6.99
0071708	12/19/2019	Cogeco	1741 Jasperson 01-170-099-60327	$110.44
0071712	12/19/2019	Enbridge Gas Inc.	1741 Jasperson Lane 01-170-099-60314	$2,203.90

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
		Total For Department 170		**$40,252.95**
171				
0071373	12/2/2019	Enbridge Gas Inc.	21 Mill St - Lions Hall 01-171-159-60314	$306.41
0071373	12/2/2019	Enbridge Gas Inc.	28 Division St S 01-171-171-60314	$41.48
0071373	12/2/2019	Enbridge Gas Inc.	37 Beech St 01-171-172-60314	$150.12
0071373	12/2/2019	Enbridge Gas Inc.	315 Queen St 01-171-155-60314	$160.76
0071373	12/2/2019	Enbridge Gas Inc.	103 Park St 01-171-135-60314	$348.97
0071376	12/2/2019	HYDRO ONE	ERCA - Ticket Booth 01-171-099-60314	$38.33
0071378	12/3/2019	1797465 Ontario Limited	PORT RENTALS 01-171-155-60315	$290.00
0071392	12/3/2019	Cheema Cleaning Services Ltd	CLEANING SERVICES - NOV 2019 01-171-172-60341	$410.00
0071392	12/3/2019	Cheema Cleaning Services Ltd	CLEANING SERVICES - NOV 2019 01-171-171-60341	$793.73
0071401	12/3/2019	County Wide Tree Service	TREE REMOVAL - LAKESIDE PARK 01-171-099-60339	$2,364.90
0071401	12/3/2019	County Wide Tree Service	TREE REMOVAL - CEDAR ISLAND 01-171-099-60339	$932.12
0071402	12/3/2019	D & L Digging	PARK DRAINAGE 01-171-099-60337	$3,480.19
0071403	12/3/2019	Daniher Top Soil Ltd	TOP SOIL - ROTARY PARK 01-171-099-60337	$264.07
0071412	12/3/2019	Economy Rental Centre	HEATER RENTAL 01-171-099-60318	$221.84
0071418	12/3/2019	Essex County Library	SHARED COSTS - Q3 2019 01-171-175-60314	$627.00
0071444	12/3/2019	Loblaw Inc.	SOAP FOR WASHROOMS 01-171-135-60315	$9.99
0071454	12/3/2019	Modular Service Group Inc	STORAGE RENTAL 01-171-099-60318	$76.32
0071456	12/3/2019	Monarch Office Supply	GROVEDALE - CABINETS 01-171-135-60315	$214.99
0071466	12/3/2019	Phasor Industrial	DIAMOND LIGHTING REPAIRS 01-171-177-60315	$883.16
0071467	12/3/2019	Pierascenzi Construction Limite	LIONS PARK - PH 1A-1B PPC#3 01-171-360-71645	$98,510.74
0071468	12/3/2019	Practica	DOGGY BAGS 01-171-099-60335	$156.36
0071476	12/3/2019	Sam's Service Facility	18-04 - OIL CHANGE 01-171-099-60316	$140.40
0071476	12/3/2019	Sam's Service Facility	10-02 - OIL CHANGE 01-171-099-60316	$83.94
0071476	12/3/2019	Sam's Service Facility	17-02 - OIL CHGE & OIL GUARD 01-171-099-60316	$237.06
0071483	12/3/2019	Southwestern Sales Corp. Ltd.	GRANULAR STONE 01-171-099-60337	$63.41
0071488	12/3/2019	Toni Sundin	GLOVES 01-171-099-60335	$15.25

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071494	12/3/2019	Troy Life & Fire Safety Ltd.	ANNUAL FIRE ALARM-LIONS HALL 01-171-159-60315	$250.00
0071494	12/3/2019	Troy Life & Fire Safety Ltd.	ANNUAL FIRE ALARM-LIBRARY 01-171-174-60315	$254.40
0071494	12/3/2019	Troy Life & Fire Safety Ltd.	ANNUAL FIRE ALARM-PAVILION 01-171-155-60315	$250.00
0071495	12/3/2019	Truax Lumber	GRIND PRUNING 01-171-099-60335	$6.10
0071499	12/3/2019	Vertechs Elevators Ontario Inc.	ELEVATOR MAINTENANCE-NOV 2019 01-171-171-60315	$330.72
0071502	12/3/2019	Windsor Factory Supply	SALT BIN 01-171-099-60315	$122.87
0071502	12/3/2019	Windsor Factory Supply	SALT BIN 01-171-099-60315	$122.87
0071521	12/5/2019	E.L.K. Energy Inc	Queen St - NE Corner 01-171-099-60314	$19.85
0071521	12/5/2019	E.L.K. Energy Inc	Queen St - NW Corner 01-171-099-60314	$23.05
0071521	12/5/2019	E.L.K. Energy Inc	21 Mill St - Lions Hall 01-171-159-60314	$16.46
0071521	12/5/2019	E.L.K. Energy Inc	28 Division St S 01-171-171-60314	$363.09
0071521	12/5/2019	E.L.K. Energy Inc	315 Queen St - Meter Cab 01-171-099-60314	$32.68
0071521	12/5/2019	E.L.K. Energy Inc	315 Queen St - Pavilion 01-171-155-60314	$345.27
0071521	12/5/2019	E.L.K. Energy Inc	21 Mill St - Lions Hall 01-171-159-60314	$535.53
0071521	12/5/2019	E.L.K. Energy Inc	37 Beech St (42 Main) 01-171-172-60314	$239.53
0071521	12/5/2019	E.L.K. Energy Inc	103 Park St 01-171-135-60314	$47.64
0071521	12/5/2019	E.L.K. Energy Inc	103 Park St 01-171-135-60314	$561.60
0071521	12/5/2019	E.L.K. Energy Inc	124 Fox - Ridgeview Park 01-171-176-60314	$255.32
0071521	12/5/2019	E.L.K. Energy Inc	122 Fox St 01-171-173-60314	$330.49
0071521	12/5/2019	E.L.K. Energy Inc	169 Cty Rd 34W (Cottam Rotary) 01-171-099-60314	$35.04
0071542	12/5/2019	Waddick Fuels	DYED ULS 01-171-099-60340	$341.12
0071544	12/12/2019	Allstream Business Inc	Park Pavilion 01-171-155-60327	$44.30
0071544	12/12/2019	Allstream Business Inc	Lions Hall 01-171-159-60327	$41.00
0071544	12/12/2019	Allstream Business Inc	Carnegie/Arena Elevator 01-171-171-60327	$47.98
0071549	12/12/2019	Enbridge Gas Inc.	124 Fox St 01-171-176-60314	$273.65
0071549	12/12/2019	Enbridge Gas Inc.	122 Fox St 01-171-173-60314	$1,190.99
0071568	12/12/2019	Town of Kingsville (water)	21 Mill St - Lions Hall 01-171-159-60314	$169.28
0071568	12/12/2019	Town of Kingsville (water)	28 Division St S 01-171-171-60314	$66.65
0071568	12/12/2019	Town of Kingsville (water)	Lakeside Park Washrooms 01-171-099-60314	$184.90
0071568	12/12/2019	Town of Kingsville (water)	103 Park St 01-171-135-60314	$756.03

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071568	12/12/2019	Town of Kingsville (water)	37 Beech St 01-171-172-60314	$91.20
0071573	12/17/2019	Association of Ontario Road Su	SNOW PLOW TRAINING 01-171-098-60254	$1,523.17
0071581	12/17/2019	Cintas Canada Limited	BIA - MATS 01-171-171-60315	$68.64
0071589	12/17/2019	Economy Rental Centre	CORDLESS BLOWER 01-171-099-60316	$264.52
0071595	12/17/2019	Essex County Locksmiths	DOOR CYLINDER REPLACEMENT 01-171-155-60315	$94.95
0071599	12/17/2019	Form & Build Windsor	FORMING TUBE 01-171-176-60315	$97.96
0071599	12/17/2019	Form & Build Windsor	REBAR - RIDGEVIEW 01-171-176-60315	$299.20
0071618	12/17/2019	Kelcom Telemessaging	EMERGENCY ELEVATOR LINE 01-171-171-60315	$36.49
0071619	12/17/2019	Kingsville Home Hardware	HORT SOCIETY - SUPPLIES 01-171-150-60344	$46.38
0071619	12/17/2019	Kingsville Home Hardware	BIA - SIGN EMPLOYEES ONLY 01-171-171-60315	$3.35
0071619	12/17/2019	Kingsville Home Hardware	GROVEDALE - CHIME PLUG 01-171-135-60315	$32.55
0071619	12/17/2019	Kingsville Home Hardware	FLAGS 01-171-099-60315	$95.63
0071619	12/17/2019	Kingsville Home Hardware	LED LIGHT 01-171-175-60315	$34.98
0071619	12/17/2019	Kingsville Home Hardware	GLOVES 01-171-099-60335	$10.17
0071619	12/17/2019	Kingsville Home Hardware	GROVEDALE - ACCESSORIES 01-171-135-60315	$12.19
0071619	12/17/2019	Kingsville Home Hardware	TIMER/HANGERS 01-171-099-60315	$37.21
0071619	12/17/2019	Kingsville Home Hardware	DUST MOP 01-171-135-60315	$21.97
0071619	12/17/2019	Kingsville Home Hardware	LED LAMP 01-171-155-60315	$19.99
0071619	12/17/2019	Kingsville Home Hardware	COAT HANGERS 01-171-135-60315	$509.40
0071619	12/17/2019	Kingsville Home Hardware	DRAIN COVER 01-171-099-60315	$70.15
0071619	12/17/2019	Kingsville Home Hardware	BATTERIES 01-171-172-60315	$11.99
0071619	12/17/2019	Kingsville Home Hardware	TIMER & EXTENSTION CORD 01-171-099-60315	$39.11
0071652	12/17/2019	Peanut Centre & Nursery	LAKESIDE PARK - TREES 01-171-099-60339	$854.78
0071656	12/17/2019	Practica	DOGGY BAGS 01-171-099-60335	$287.53
0071661	12/17/2019	Queens Auto Supply	PARTS 01-171-099-60316	$33.20
0071670	12/17/2019	Sam's Service Facility	14-03 - FLEET MAINTENANCE 01-171-099-60316	$78.85
0071670	12/17/2019	Sam's Service Facility	18-03 - FLEET MAINTENANCE 01-171-099-60316	$140.40
0071670	12/17/2019	Sam's Service Facility	18-05 - FLEET MAINTENANCE 01-171-099-60316	$137.85
0071681	12/17/2019	Toni Sundin	GLOVES 01-171-099-60335	$12.16
0071684	12/17/2019	Tire Tyme	14-03 - NEW TIRES 01-171-099-60316	$704.18

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071687	12/17/2019	Truax Lumber	PINE WOOD 01-171-176-60315	$34.10
0071688	12/17/2019	TSC Stores L.P.	INSULATED TARP 01-171-099-60315	$122.09
0071689	12/17/2019	Vertechs Elevators Ontario Inc.	ELEVATOR MAINTENANCE-DEC 2019 01-171-171-60315	$330.72
0071697	12/17/2019	Work Equipment Ltd.	TRACKLESS-TRANSMISSION REPAIR 01-171-099-60316	$8,413.15
0071708	12/19/2019	Cogeco	103 Park St 01-171-135-60327	$119.90
0071712	12/19/2019	Enbridge Gas Inc.	21 Mill St - Lions Hall 01-171-159-60314	$487.72
0071712	12/19/2019	Enbridge Gas Inc.	28 Division St S 01-171-171-60314	$49.69
0071712	12/19/2019	Enbridge Gas Inc.	37 Beech St 01-171-172-60314	$221.98
0071712	12/19/2019	Enbridge Gas Inc.	103 Park St 01-171-135-60314	$436.31
0071727	12/19/2019	HYDRO ONE	1741 Jasperson Lane 01-171-177-60314	$182.07
0071727	12/19/2019	HYDRO ONE	ERCA - Ticket Booth 01-171-099-60314	$25.77
0071739	12/23/2019	Cogeco	37 BEECH ST 01-171-172-60327	$89.95
		Total For Department 171		**$134,263.55**

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0071391	12/3/2019	Chapman Signs	DECALS - FOL SIP & SHOP DATES 01-172-099-60316	$247.48
0071405	12/3/2019	Dekra-Lite Industries Incorporat	FOL - MAIN'T & SUPPLIES 01-172-099-60315	$457.15
0071411	12/3/2019	Lori Duhig	FOL - CHILDRENS ACTIVITIES 01-172-099-60634	$158.39
0071420	12/3/2019	Tony Gaffan	BREAKFAST WITH SANTA 01-172-099-60625	$310.87
0071439	12/3/2019	Laser Art Inc.	PLAQUE - A1 REST APPRECIATION 01-172-099-60631	$28.34
0071444	12/3/2019	Loblaw Inc.	HOT CHOCOLATE 01-172-099-60625	$87.26
0071444	12/3/2019	Loblaw Inc.	CANDY FOR PARADE 01-172-099-60625	$91.69
0071455	12/3/2019	Momma Bear's Bakery	FOL - COOKIES 01-172-099-60625	$61.06
0071480	12/3/2019	Sims Publications Incorporated	AD - FOL 01-172-099-60306	$269.66
0071488	12/3/2019	Toni Sundin	AUX AUDIO CORD 01-172-099-60315	$13.22
0071495	12/3/2019	Truax Lumber	FOL -TAPE 01-172-099-60315	$20.34
0071495	12/3/2019	Truax Lumber	FOL - GALV BOLT WASHER 01-172-099-60315	$7.11
0071502	12/3/2019	Windsor Factory Supply	FOL - CABLE TIES 01-172-099-60315	$8.98
0071576	12/17/2019	Banded Goose Brewing Co.	FOL - SIP & SHOP BEER 01-172-099-60625	$79.37

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071583	12/17/2019	CTV Two Windsor	FOL - ADVERTISING 01-172-099-60306	$2,146.12
0071585	12/17/2019	Dekra-Lite Industries Incorporat	FOL - LED BULBS 01-172-099-60315	$164.74
0071593	12/17/2019	Essex Free Press	AD - FOL 01-172-099-60306	$638.79
0071619	12/17/2019	Kingsville Home Hardware	FOL - MAINTENANCE 01-172-099-60315	$13.21
0071619	12/17/2019	Kingsville Home Hardware	FOL - LIGHT SET 01-172-099-60315	$142.44
0071619	12/17/2019	Kingsville Home Hardware	FOL - SUPPLIES 01-172-099-60315	$20.33
0071619	12/17/2019	Kingsville Home Hardware	FOL - MAINTENANCE 01-172-099-60315	$15.23
0071619	12/17/2019	Kingsville Home Hardware	FOL - MAINTENANCE 01-172-099-60315	$52.36
0071619	12/17/2019	Kingsville Home Hardware	FOL - MAINTENANCE 01-172-099-60315	$33.86
0071619	12/17/2019	Kingsville Home Hardware	FOL - XMAS TREE 01-172-099-60315	$138.31
0071619	12/17/2019	Kingsville Home Hardware	FOL - EXTENSION CORD 01-172-099-60315	$152.58
0071619	12/17/2019	Kingsville Home Hardware	FOL - LIGHT SET 01-172-099-60315	$132.19
0071619	12/17/2019	Kingsville Home Hardware	FOL - TIMERS 01-172-099-60315	$50.38
0071619	12/17/2019	Kingsville Home Hardware	FOL - MAINTENANCE 01-172-099-60315	$8.63
0071619	12/17/2019	Kingsville Home Hardware	FOL - MAINTENANCE 01-172-099-60315	$11.38
0071623	12/17/2019	Bonnie Kozma	SANTA DINNER/SIP & SHOP 01-172-099-60623	$150.00
0071623	12/17/2019	Bonnie Kozma	SANTA DINNER/SIP & SHOP 01-172-099-60625	$225.00
0071623	12/17/2019	Bonnie Kozma	BREAKFAST WITH SANTA 01-172-099-60623	$300.00
0071628	12/17/2019	Loblaw Inc.	FOL - SIP & SHOP SUPPLIES 01-172-099-60625	$92.12
0071637	12/17/2019	Merchant Paper Company	FOL - SUPPLIES 01-172-099-60625	$58.67
0071654	12/17/2019	Peter J Slingerland Services	FOL - SOUND & LIGHTING 01-172-158-60621	$90.06
0071666	12/17/2019	Rona Inc	FOL - TIE CABLES 01-172-099-60315	$149.56
0071682	12/17/2019	Sweet Memories Bakery	FOL - COOKIES 01-172-099-60625	$100.00
0071683	12/17/2019	The Grove Brewery	FOL - BEER 01-172-099-60625	$187.99
		Total For Department 172		**$6,914.87**
173				
0071376	12/2/2019	HYDRO ONE	Cedar Beach Marina - West Dock 01-173-099-60314	$90.47
0071376	12/2/2019	HYDRO ONE	Cedar Island Boat Slips 01-173-099-60314	$132.54

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071376	12/2/2019	HYDRO ONE	Cedar Island Washrooms 01-173-099-60314	$74.78
0071376	12/2/2019	HYDRO ONE	Boat Ramp Booth - 599 Cedar Dr 01-173-099-60314	$68.98
0071544	12/12/2019	Allstream Business Inc	Boat Ramp - 599 Cedar Dr 01-173-099-60327	$44.30
0071637	12/17/2019	Merchant Paper Company	MARINA - SUPPLIES 01-173-099-60315	$24.30
0071698	12/17/2019	XPlornet Communications Inc	MARINA COMMUNICATIONS 01-173-099-60327	$54.99
0071727	12/19/2019	HYDRO ONE	Cedar Beach Marina - West Dock 01-173-099-60314	$62.88
0071727	12/19/2019	HYDRO ONE	Cedar Island Washrooms 01-173-099-60314	$56.62
		Total For Department 173		**$609.86**
175				
0071387	12/3/2019	Bell Media Inc (CKLW-AM)	TALL SHIPS - ADVERTISING 01-175-150-60774	$381.60
0071425	12/3/2019	Sherry Halsey	KINDERGYM SUPPLIES 01-175-099-60627	$15.82
0071437	12/3/2019	Kingsville Non Profit Port Manag	TALLSHIPS - PORT USAGE 01-175-150-60770	$9,300.00
0071444	12/3/2019	Loblaw Inc.	KIDS IN THE KITCHEN 01-175-099-60627	$20.21
0071444	12/3/2019	Loblaw Inc.	KIDS IN THE KITCHEN 01-175-099-60627	$45.77
0071445	12/3/2019	Lunenburg Marine Museum Soc	TALL SHIPS - BLUENOSE DIESEL 01-175-150-60770	$1,373.89
0071504	12/3/2019	Windsor Life Magazine	AD - TALLSHIPS 01-175-150-60775	$2,585.72
0071605	12/17/2019	Sherry Halsey	KINDERGYM HRS - NOV06-DEC18/19 01-175-099-60627	$550.00
0071613	12/17/2019	Jank Words & Pictures	P&R - ACTIVITY GUIDE 01-175-099-60626	$5,316.96
0071628	12/17/2019	Loblaw Inc.	KIDS IN THE KITCHEN 01-175-099-60627	$74.36
0071628	12/17/2019	Loblaw Inc.	TREE TRIMMING CARNEGIE 01-175-099-60627	$146.73
0071658	12/17/2019	Catherine Pruissen	MILEAGE - JUN-NOV 2019 01-175-099-60400	$79.33
		Total For Department 175		**$19,890.39**
177				
0071570	12/17/2019	1797465 Ontario Limited	HIGHLAND GAMES - PORT RENTALS 01-177-099-60318	$1,831.68
		Total For Department 177		**$1,831.68**

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
178				
0071421	12/3/2019	Glos Associates Inc	GROVEDALE - FINAL 01-178-360-71630	$1,596.00
0071421	12/3/2019	Glos Associates Inc	GROVEDALE - ADDITIONAL COSTS 01-178-360-71630	$577.50
0071459	12/3/2019	Musical Strings 'n' Things Ltd.	GROVEDALE-WIRELESS TRANSMITTER 01-178-360-71630	$239.40
0071632	12/17/2019	Shaun Martinho	GROVEDALE - SIDING 01-178-360-71630	$32.86
0071637	12/17/2019	Merchant Paper Company	GROVEDALE - SUPPLIES 01-178-360-71630	$1,068.76
0071743	12/23/2019	TD Canada Trust - RM Visa	GROVEDALE - CUT KEY x4 01-178-360-71630	$44.80
		Total For Department 178		**$3,559.32**
180				
0071432	12/3/2019	Jeffrey J. Hewitt, Lawyer	LPAT APPEALS - VONFLOWTOW 01-180-099-60326	$1,780.80
0071487	12/3/2019	Storey Samways Ltd	MAT LEAVE COVERAGE 01-180-072-60120	$3,468.08
0071539	12/5/2019	Storey Samways Ltd	MAT LEAVE COVERAGE 01-180-072-60120	$3,849.68
0071540	12/5/2019	Telus Mobility	CELL PHONE - NOV 28 - DEC27 01-180-099-60327	$45.79
0071588	12/17/2019	Dillon Consulting	NOISE ASSESSMENT - 281 MAIN ST 01-180-099-60326	$2,819.16
		Total For Department 180		**$11,963.51**
181				
0071386	12/3/2019	Christina Bedal	OFFICE SUPPLIES 01-181-099-60301	$49.78
0071386	12/3/2019	Christina Bedal	OFFICE SUPPLIES 01-181-099-60301	$29.56
0071394	12/3/2019	Cindy's Home and Garden	CHRISTMAS PLANTERS 01-181-170-60839	$3,480.19
0071427	12/3/2019	Hutchins Monuments	BIA - BRICKS 01-181-099-60630	$81.41
0071501	12/3/2019	WP - Web & Print Boutique	COUPON BOOK 01-181-099-60306	$906.22
0071501	12/3/2019	WP - Web & Print Boutique	COUPON BOOKS 01-181-099-60306	$338.35
0071514	12/5/2019	Butcher of Kingsville	BIA DOLLARS #04-2019 01-181-028-20217	$240.00
0071517	12/5/2019	Cindy's Home and Garden	BIA DOLLARS #04-2019 01-181-028-20217	$780.00
0071518	12/5/2019	Colour Wheel Home Center	BIA DOLLARS #04-2019 01-181-028-20217	$500.00
0071520	12/5/2019	Dr. Mark Olivito & Associates	BIA DOLLARS #04-2019 01-181-028-20217	$1,780.00
0071524	12/5/2019	Kingsville Golf and Country	BIA DOLLARS #04-2019 01-181-028-20217	$1,300.00

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071525	12/5/2019	Kingsville I.D.A. Pharmacy	BIA DOLLARS #04-2019 01-181-028-20217	$1,080.00
0071526	12/5/2019	Kingsville Brewing	BIA DOLLARS #04-2019 01-181-028-20217	$240.00
0071527	12/5/2019	Main Street Pharmacy	BIA DOLLARS #04-2019 01-181-028-20217	$100.00
0071528	12/5/2019	Momma Bear's Bakery	BIA DOLLARS #04-2019 01-181-028-20217	$80.00
0071532	12/5/2019	Pelee Island Winery	BIA DOLLARS #04-2019 01-181-028-20217	$1,240.00
0071534	12/5/2019	Red Apple Store 52967	BIA DOLLARS #04-2019 01-181-028-20217	$760.00
0071538	12/5/2019	St. Clair Estate Wines	BIA DOLLARS #04-2019 01-181-028-20217	$120.00
0071545	12/12/2019	Beach House Grill	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$1,560.00
0071548	12/12/2019	Colour Wheel Home Center	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$1,320.00
0071550	12/12/2019	Erie Shores Rehabilitation Inc.	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$440.00
0071552	12/12/2019	Ernie's TV and Appliances	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$400.00
0071552	12/12/2019	Ernie's TV and Appliances	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$340.00
0071552	12/12/2019	Ernie's TV and Appliances	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$2,300.00
0071555	12/12/2019	Kingsville Golf and Country	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$420.00
0071556	12/12/2019	Kingsville I.D.A. Pharmacy	BIA DOLLARS BATCH-05-2019 01-181-028-20217	$900.00
0071557	12/12/2019	Kingsville Brewing	BIA DOLLARS BATCH-05-2019 01-181-028-20217	$120.00
0071558	12/12/2019	Main West Furniture Appliances	BIA DOLLARS - BATCH 05-2019 01-181-028-20217	$1,300.00
0071559	12/12/2019	Main Street Pharmacy	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$60.00
0071563	12/12/2019	Movati Athletic	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$120.00
0071564	12/12/2019	New Designs Flowers & Gifts	BIA DOLLARS BATCH-05-2019 01-181-028-20217	$80.00
0071566	12/12/2019	Sam's Shell	BIA DOLLARS - BATCH 05-2019 01-181-028-20217	$1,200.00
0071567	12/12/2019	Toasted Meringue	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$20.00
0071569	12/12/2019	Vernon's Tap & Grill	BIA DOLLARS-BATCH 05-2019 01-181-028-20217	$280.00
0071699	12/19/2019	2 Waves	BIA DOLLARS #06-2019 01-181-028-20217	$160.00
0071701	12/19/2019	Bell Canada	BIA Phone 01-181-099-60327	$113.21
0071701	12/19/2019	Bell Canada	BIA Internet 01-181-099-60327	$36.63
0071703	12/19/2019	Butcher of Kingsville	BIA DOLLARS #06-2019 01-181-028-20217	$120.00
0071706	12/19/2019	Chapman Signs	K'VILLE BANNER FACELIFT 01-181-099-60306	$3,189.41
0071707	12/19/2019	Chiaroscuro	BIA DOLLARS #06-2019 01-181-028-20217	$120.00
0071710	12/19/2019	Colour Wheel Home Center	BIA DOLLARS #06-2019 01-181-028-20217	$200.00

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071719	12/19/2019	Kingsville Golf and Country	BIA DOLLARS #06-2019 01-181-028-20217	$160.00
0071720	12/19/2019	Kingsville I.D.A. Pharmacy	BIA DOLLARS #06-2019 01-181-028-20217	$760.00
0071721	12/19/2019	Kingsville Brewing	BIA DOLLARS #06-2019 01-181-028-20217	$100.00
0071722	12/19/2019	Kingsville Eye Care	BIA DOLLARS #06-2019 01-181-028-20217	$140.00
0071723	12/19/2019	Mary Kathryns Ladies Shop	BIA DOLLARS #06-2019 01-181-028-20217	$140.00
0071726	12/19/2019	Movati Athletic	BIA DOLLARS #06-2019 01-181-028-20217	$40.00
0071728	12/19/2019	O'Sarracino Trattoria & Wine Ba	BIA DOLLARS #06-2019 01-181-028-20217	$2,020.00
0071728	12/19/2019	O'Sarracino Trattoria & Wine Ba	BIA DOLLARS #06-2019 01-181-028-20217	$540.00
0071729	12/19/2019	Red Apple Store 52967	BIA DOLLARS #06-2019 01-181-028-20217	$800.00
0071745	12/30/2019	Carly DelCiancio	BIA DOLLARS-BATCH 07-2019 01-181-028-20217	$80.00
0071746	12/30/2019	Ernie's TV and Appliances	BIA DOLLARS-BATCH 07-2019 01-181-028-20217	$200.00
0071748	12/30/2019	Jack's Gastropub & Inn 31	BIA DOLLARS-BATCH 07-2019 01-181-028-20217	$2,000.00
0071750	12/30/2019	Towne Emporium	BIA DOLLARS-BATCH 07-2019 01-181-028-20217	$1,180.00
0071751	12/30/2019	Warkentin Plumbing	BIA DOLLARS-BATCH 07-2019 01-181-028-20217	$940.00
		Total For Department 181		**$37,004.76**
184				
0071523	12/5/2019	Hall Telecommunications Suppl	TEXTNET SERVICE 01-184-099-63300	$172.99
0071604	12/17/2019	Hall Telecommunications Suppl	TEXTNET SERVICE 01-184-099-63300	$172.99
		Total For Department 184		**$345.98**
185				
0071395	12/3/2019	Natalie Cobby	COURIER SERV & FOLK FEST PEGS 01-185-099-63104	$33.00
0071395	12/3/2019	Natalie Cobby	TRAVEL EXP - SARNIA FUSHION 01-185-099-63104	$219.91
0071451	12/3/2019	Mettawas Station	TWEPI TOURISM EVENT 01-185-099-63103	$61.06
0071472	12/3/2019	Red Lantern Coffee Co	TWEPI EVENT 01-185-099-63103	$28.53
0071491	12/3/2019	The Grove Brewery	TWEPI EVENT 01-185-099-63103	$97.69
0071511	12/5/2019	Banded Goose Brewing Co.	TWEPI EVENT 01-185-099-63103	$59.25
0071701	12/19/2019	Bell Canada	BIA Toll Free 01-185-099-60327	$12.20

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
		Total For Department 185		**$511.64**
186				
0071702	12/19/2019	Veronica Brown	RESEARCH ASSISTANT - NOV 2019 01-186-099-63200	$420.00
0071702	12/19/2019	Veronica Brown	RESEARCH ASSISTANT - DEC 2019 01-186-099-63200	$420.00
		Total For Department 186		**$840.00**
201				
0071398	12/3/2019	comPeters inc.	LOCATE SOFTWARE - DEC FEE 02-201-099-63020	$381.60
0071400	12/3/2019	Coulter Water Meter Service	LARGE WTR METER MAIN 02-201-099-63017	$7,789.46
0071402	12/3/2019	D & L Digging	MAIN BREAK REPAIR-124 HERITAGE 02-201-099-60418	$1,283.19
0071407	12/3/2019	Diamond Software Inc.	WATER BILL REVAMP PROJECT 02-201-360-71945	$109.39
0071407	12/3/2019	Diamond Software Inc.	WATER BILL REVAMP PROJECT 02-201-360-71945	$1,021.25
0071409	12/3/2019	DiMenna Excavating	CURB STOP REPAIRS 02-201-180-60403	$407.04
0071414	12/3/2019	E.R.(Bill) Vollans Ltd.	AIR FILTERS 02-201-099-60316	$181.61
0071430	12/3/2019	ICONIX Waterworks LP	5/8X3/4" RESIDENTIAL METERS 02-201-099-63017	$5,812.53
0071430	12/3/2019	ICONIX Waterworks LP	METERS - RED SUN/JEM FARMS 02-201-099-63015	$3,090.96
0071430	12/3/2019	ICONIX Waterworks LP	METERS - RED SUN/JEM FARMS 02-201-099-63017	$3,090.96
0071430	12/3/2019	ICONIX Waterworks LP	H&A FARMS - NEW WTR SERVICE 02-201-099-63015	$2,560.28
0071438	12/3/2019	KTI Limited	TOUCHPADS - METERS 02-201-099-63017	$1,648.83
0071456	12/3/2019	Monarch Office Supply	OFFICE SUPPLIES - NOV 2019 02-201-099-60301	$185.65
0071457	12/3/2019	Moore Canada Corporation	WATER BILLS 02-201-099-60301	$353.55
0071462	12/3/2019	Ontario Clean Water Agency	OPERATIONS & MAINT - NOV 2019 02-201-099-60319	$2,375.00
0071469	12/3/2019	Pro Bid Contractors Ltd.	WTRMAIN BREAK-1513 SEACLIFF 02-201-099-63030	$4,365.65
0071469	12/3/2019	Pro Bid Contractors Ltd.	REPAIR WTR SERV-370 CTY RD 34 02-201-099-63030	$3,119.96
0071469	12/3/2019	Pro Bid Contractors Ltd.	REPAIR WTR SERV-416 CTY RD 34 02-201-099-63030	$5,267.70
0071469	12/3/2019	Pro Bid Contractors Ltd.	REPAIR WTR SERV-281 CTY RD 34 02-201-099-63025	$5,167.90
0071469	12/3/2019	Pro Bid Contractors Ltd.	REPAIR BRKN VALVE-HERITAGE 02-201-099-63030	$2,145.86
0071469	12/3/2019	Pro Bid Contractors Ltd.	WTR MAIN BREAK - MCCAIN 02-201-099-63030	$4,088.21

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071470	12/3/2019	Purolator Courier Service	COURIER SERVICES 02-201-360-71953	$91.63
0071470	12/3/2019	Purolator Courier Service	COURIER SERVICES 02-201-360-71953	$26.56
0071476	12/3/2019	Sam's Service Facility	12-01 - REPLACE HYD HOSES 02-201-099-60316	$652.01
0071476	12/3/2019	Sam's Service Facility	17-03 - OIL CHANGE 02-201-099-60316	$90.30
0071492	12/3/2019	Top It Asphalt Maintenance Inc	ASPHALT REPAIRS- WTR MAIN BRKS 02-201-099-60418	$12,394.36
0071502	12/3/2019	Windsor Factory Supply	COPPER TUBING CUTTER 02-201-099-60357	$43.11
0071505	12/3/2019	Wolseley Canada Inc	SUPPLIES-LOCATES/SERV/BREAKS 02-201-099-63020	$1,382.31
0071505	12/3/2019	Wolseley Canada Inc	SUPPLIES-LOCATES/SERV/BREAKS 02-201-099-63025	$956.54
0071505	12/3/2019	Wolseley Canada Inc	SUPPLIES-LOCATES/SERV/BREAKS 02-201-099-63030	$1,495.06
0071505	12/3/2019	Wolseley Canada Inc	WATERMAIN REPAIR CLAMPS 02-201-099-63030	$680.29
0071505	12/3/2019	Wolseley Canada Inc	ANGLE METER VALVES 02-201-099-63015	$1,153.47
0071505	12/3/2019	Wolseley Canada Inc	METER VALVES & FITTINGS 02-201-099-63017	$5,297.40
0071540	12/5/2019	Telus Mobility	CELL PHONE - NOV 28 - DEC27 02-201-099-60327	$274.75
0071562 *	12/12/2019	George Morse	RFND WTR OVRPMT--249 CTY RD34E 02-201-006-12067	$651.30
0071579	12/17/2019	Canada Post Corporation	WATER - KING & G/N ARREARS 02-201-099-60303	$2,835.65
0071597	12/17/2019	Fastenal Canada	VALVE HARDWARE 02-201-099-63040	$130.84
0071607	12/17/2019	H. Kroeker Lawn Care & Lands	MAIN BREAK RESTORATION 02-201-099-60418	$691.97
0071619	12/17/2019	Kingsville Home Hardware	MISC MATERIAL - WATER 02-201-099-60335	$29.88
0071619	12/17/2019	Kingsville Home Hardware	TRUCK CLEANING SOLUTION 02-201-099-60316	$15.23
0071619	12/17/2019	Kingsville Home Hardware	CURB BOX REPAIR PARTS 02-201-180-60403	$11.05
0071629	12/17/2019	Lucier Glove & Safety Products	BLK FLEECE GLOVES/TRAFFIC CONE 02-201-072-60216	$179.60
0071629	12/17/2019	Lucier Glove & Safety Products	BLK FLEECE GLOVES/TRAFFIC CONE 02-201-099-60347	$854.38
0071649	12/17/2019	Ontario One Call	NOTIFICATIONS - NOV 02-201-099-63020	$280.41
0071650	12/17/2019	Orkin Canada Corporation	PW - PEST CONTROL 02-201-099-60315	$91.58
0071657	12/17/2019	Preview Inspections and Consu	BACKFLOW PREVENTION - NVO 2019 02-201-180-60405	$2,136.96
0071662	12/17/2019	RC Spencer Associates Inc.	WATERMAN EXT - SW SERV AREA 02-201-360-71952	$7,049.42
0071685	12/17/2019	Top It Asphalt Maintenance Inc	ASPHALT REPAIR - COTTAM 02-201-099-60418	$3,069.08
0071713*	12/19/2019	Evola Builders	RETURNED WATER METER 02-201-066-41268	$340.90
0071716	12/19/2019	ICONIX Waterworks LP	METERS - SHOPPERS & STOCK 02-201-099-63015	$596.31
0071716	12/19/2019	ICONIX Waterworks LP	METERS - SHOPPERS & STOCK 02-201-099-63015	$543.40

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
			Total For Department 201	**$98,492.33**
242				
0071376	12/2/2019	HYDRO ONE	Normandy Pump Station 02-242-099-60314	$99.69
0071376	12/2/2019	HYDRO ONE	1562 Heritage Rd Pump 4 02-242-099-60314	$91.76
0071376	12/2/2019	HYDRO ONE	Pump Station Cedar Island 02-242-099-60314	$294.74
0071376	12/2/2019	HYDRO ONE	1053 Cedar Dr 02-242-099-60314	$205.34
0071376	12/2/2019	HYDRO ONE	690 Heritage Rd 02-242-099-60314	$20,515.49
0071376	12/2/2019	HYDRO ONE	1902 Heritage Rd Pump 5 02-242-099-60314	$72.80
0071376	12/2/2019	HYDRO ONE	Forcemain over Bridge 02-242-099-60314	$35.32
0071408	12/3/2019	Dillon Consulting	K'VILLE SAN. SYS - MASTER PLAN 02-242-360-71357	$5,118.63
0071462	12/3/2019	Ontario Clean Water Agency	SERVICES- FLYGT PUMP RUTHVEN 02-242-099-64367	$11,435.88
0071462	12/3/2019	Ontario Clean Water Agency	SERVICES-ARENA PS PUMP REPAIR 02-242-099-64367	$410.76
0071462	12/3/2019	Ontario Clean Water Agency	SERVICE- LSW PS 06 PUMP REPAIR 02-242-099-64367	$7,399.93
0071506	12/3/2019	Wood Environment & Infrastruct	LAKESIDE PRK - SANITARY SEWER 02-242-360-71864	$3,519.85
0071521	12/5/2019	E.L.K. Energy Inc	98 McCallum Dr 02-242-099-60314	$84.97
0071521	12/5/2019	E.L.K. Energy Inc	Bernath Pump Station 02-242-099-60314	$28.97
0071521	12/5/2019	E.L.K. Energy Inc	67 Heritage Sewage 2 02-242-099-60314	$2,828.27
0071521	12/5/2019	E.L.K. Energy Inc	250 Queen St 02-242-099-60314	$805.39
0071648	12/17/2019	Ontario Clean Water Agency	OPERATIONS & MAINT - DEC 2019 02-242-320-64360	$83,241.07
0071727	12/19/2019	HYDRO ONE	Normandy Pump Station 02-242-099-60314	$66.27
0071727	12/19/2019	HYDRO ONE	1562 Heritage Rd Pump 4 02-242-099-60314	$66.59
0071727	12/19/2019	HYDRO ONE	1053 Cedar Dr 02-242-099-60314	$114.02
			Total For Department 242	**$136,435.74**
243				
0071374	12/2/2019	Gosfield North Communications	Pump House Alarm 02-243-099-60327	$48.15
0071408	12/3/2019	Dillon Consulting	COTTAM SAN. SEWAGE UPGRADE 02-243-360-71950	$6,512.21
0071462	12/3/2019	Ontario Clean Water Agency	SERVICES - COTTAM PS#1 REPAIR 02-243-320-64366	$1,443.63

Cheque Number	Cheque Date	Vendor Name	Description	Cheque Amount
0071521	12/5/2019	E.L.K. Energy Inc	168 Cty Rd 27 N 02-243-099-60314	$448.54
0071521	12/5/2019	E.L.K. Energy Inc	Rear 17 Lyle 02-243-099-60314	$49.45
0071521	12/5/2019	E.L.K. Energy Inc	16 whitewood (Behind) 02-243-099-60314	$40.29
0071521	12/5/2019	E.L.K. Energy Inc	168 Cty Rd 27 N - Lagoon 02-243-099-60314	$732.99
0071648	12/17/2019	Ontario Clean Water Agency	OPERATIONS & MAINT - DEC 2019 02-243-320-64360	$6,084.16

Total For Department 243 **$15,359.42**

* Note GST Rebate details are omitted, but are included in the totals **$1,820,544.37**

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kingsvilleworks@kingsville.ca

Date: **December 9, 2019**

To: **Mayor and Council**

Author: **Dan Wolicki, Manager of Municipal Facilities and Properties**

RE: **Mettawas Park Master Plan for Development**

Report No.: **MS 2019-53**

AIM

To seek approval of a master plan for future development of Mettawas Park.

BACKGROUND

Mettawas Park is situated on the North Shore of Lake Erie and is a passive parkland located at 85 Park Street. The park itself possesses over four (4) acres of total area and is currently mainly green space with a beach front which also includes an outdoor pavilion and garden area merged with a gravel parking lot area allocated for visitors of the park. Appendix A of this report contains a map of Mettawas Park for reference.

This property has played a distinguished role in Kingsville's history dating back to 1891 when Hiram Walker and Son owned the property and constructed the Mettawas Hotel that stood majestically along the shore beckoning residents and visitors to Kingsville's lakefront.

Over the past several years, the Parks Recreation Arts and Culture Committee (PRAC) and the Mettawas Fundraising Committee has discussed possibilities for the development of Mettawas Park. These discussions ultimately led to Council approved funding in 2018 for the procurement of architectural services to facilitate the creation of a master plan for future development. Through the tendering process, Ron Koudys Landscape Architects was selected as the successful bidder for this service.

In 2015, the Mettawas Park Fundraising Committee was established to collaborate funding initiatives towards the future development of the park through supporting events and activities within the Town.

DISCUSSION

Following the appointment of Ron Koudys and consultation with the Parks, Recreation, Culture and Arts (PRAC) Committee, Kingsville Administration, and with reference to the Kingsville Parks Master Plan, three (3) initial concept drawings were developed.

A public open house was held on July 10th, 2019 at the Kingsville Arena where the three (3) concept drawings were presented to the public. Feedback forms were made available for respondents to indicate which concept they preferred most, which they preferred least, and why, and to provide additional thoughts pertaining to the amenities and park characteristics they preferred including the location for a splash pad and playground within the site. Concept plans and a feedback survey were also made available digitally on the Town's website.

Based upon the feedback collected, it was evident that Concept A – 'Landscape Gardens' was the most popular preference amongst the public and administration, therefore, a final concept drawing was developed in reference of the selected design.

Modifications were made to the initial concept drawing to include amenities that received positive responses as most preferred and important from the community along with repositioning infrastructure within the current property limits.

Appendix B of this report is the master plan presentation of Mettawas Park that reveals the final master plan drawing, survey results from respondents, drawings of three (3) phases and cost of construction estimates, and financial impacts.
The overall master plan concentrates on producing naturalized characteristics within the features of the park including the playground equipment and splash pad area that will formally resemble the intended landscape concept.

General feedback was positive with respect to the overall master plan and the proposed amenities. Responses indicate that the public is interested and satisfied to see plans for development moving forward.

LINK TO STRATEGIC PLAN

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

FINANCIAL CONSIDERATIONS

$450,000 is proposed in the 2020 Capital Budget for the servicing and asphalt paving of the upper parking lot area of Mettawas Park.
Appendix B of this report provides the cost of construction estimate for all amenities within the proposed master plan and the financial implications.

CONSULTATIONS

Ron Koudys Landscape Architects Inc.
Kingsville Administration

Kingsville Residents
PRAC Committee

RECOMMENDATION

That Council endorse the drawing as attached in Appendix B as the final master plan for future development of Mettawas Park and consider costs of construction during 2020 Municipal Budget deliberations and in upcoming years.

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

METTAWAS PARK

85 PARK STREET

METTAWAS PARK

DEVELOPMENT PROJECT

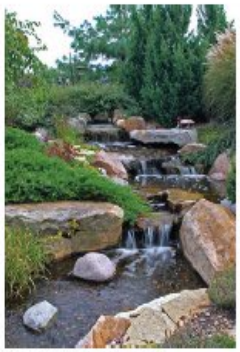
MASTER PLAN

APPENDIX B

METTAWAS PARK - KINGSVILLE

FORMAL GARDENS

NATURAL SPLASH PAD



HILLSIDE WATER FEATURE

BEACH BOARDWALK

*Photos are intended to illustrate design intent only - final built features may differ

LANDSCAPE MASTERPLAN

Kingsville ONTARIO

RON KOUDYS LANDSCAPE ARCHITECTS INC.

OPEN HOUSE FEEDBACK

1. Which concept / design theme do you prefer most? Please rank from 1 (most preferred) to 3 (least preferred):

Concept	Rank			Average Rank	Response Count
	1	2	3		
A - Formal Gardens	36	15	8	1.53	59
B - Recreation	21	17	17	1.93	55
C - Wildlife habitat and pollinator gardens	13	17	24	2.20	54
Didn't Answer	3				
Number of surveys	71				

2. Which park amenities are most important to you? Please indicate your top three (3):

Amenity	Responses
Walking Paths	39
Splash Pad	32
Picnic Area	22
Waterfront Boardwalk	40
Open Green Space	17
Formal Gardens	16
Washroom / changing room	36
Hillside water feature	23
Number of responses	225

OPEN HOUSE FEEDBACK

3. Which splash pad location do you prefer? Please pick one:

Location	Responses
A - bottom of slope, near playground and washroom	32
B - bottom of slope, near washroom	18
C - top of slope, near pavilion, with easy access from the road	14
Number of responses	64
Did not answer	7
Total	71

4. Which playground location do you prefer? Please pick one:

Location	Responses
A - bottom of slope, near splash pad and washroom	34
B - top of slope, with easy access from the road	17
C - bottom of slope, near open green space	9
Number of responses	60
Did not answer	11
Total	71

OPEN HOUSE FEEDBACK

5. Which park characteristics are most important to you? Please indicate your top three (3):

Amenity	Responses
Views of the lake	53
Shade	35
Accessibility	16
Naturalized Areas	33
Safety	21
Privacy for neighbouring yards	19
Open space for recreation (Frisbee, pick-up soccer, etc.)	10
Variety of trails / loops	37
Number of responses	224

DRAFT

RESULTS FROM FEEDBACK

Based on feedback from the public and from administration, the plan is based on Concept A (from the public open house in July), with some modifications:

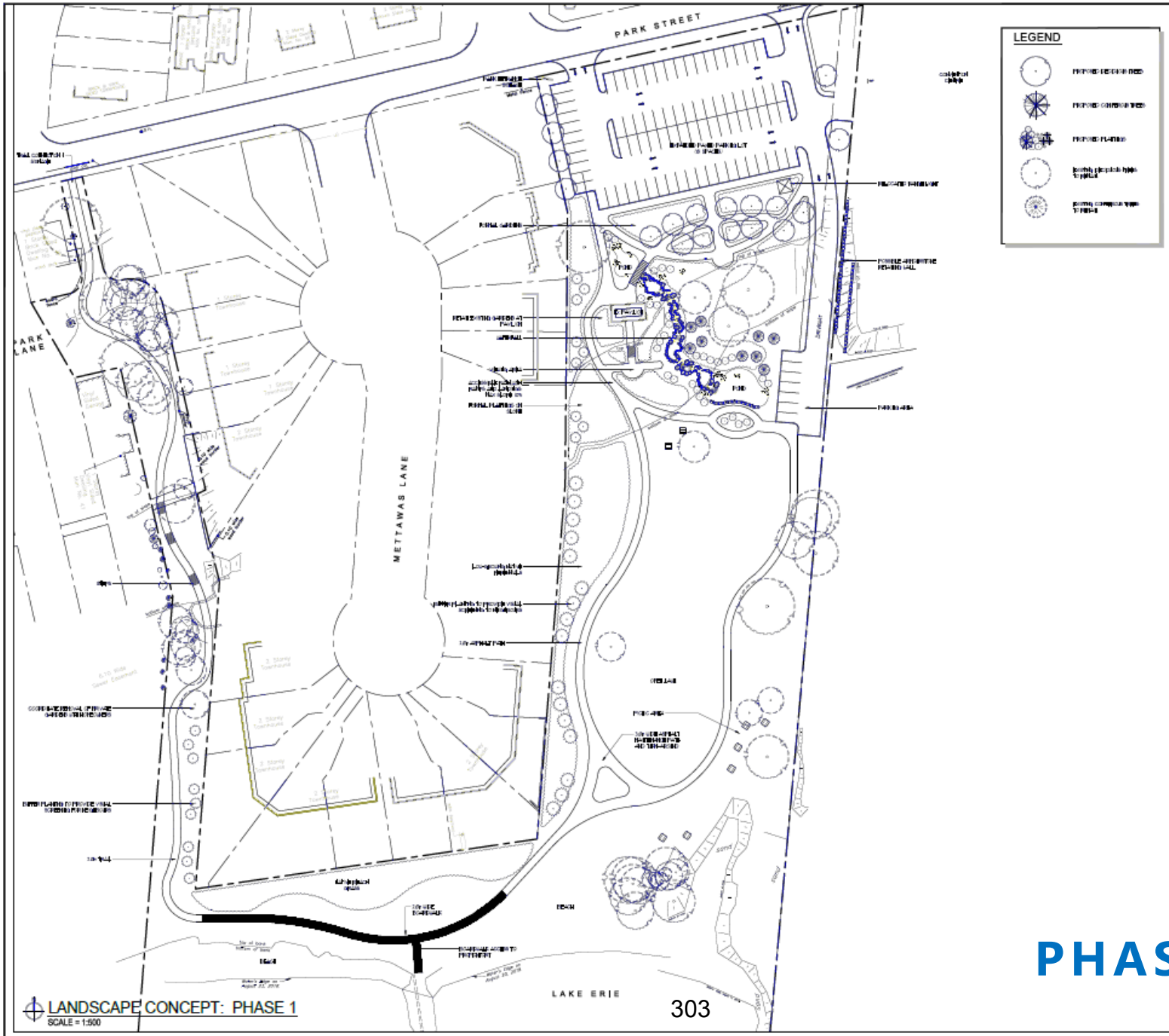
- Playground and splash pad are located near each other and near the washroom, at the bottom of the hill.
- Addition of the waterfall and pond feature (from Concept B - Recreation).
- Addition of the footbridge (from Concept B - Recreation)
- Picnic area moved away from residential properties.
- Range light away from road, farther into park.

SCOPE OF PHASE 1

- PLANTINGS
- SEEDING
- GARDEN AREAS
- POND & HILLSIDE WATER FEATURE
- FOOTBRIDGE
- UPPER ASPHALT PARKING LOT & DRIVEWAY
- TEMPORARY WEST PARKING LOT (GRAVEL)
- ASPHALT PATHS
- BOARDWALK
- WEST TRAIL (CHIP & DUST)
- SITE FURNISHINGS

  PICNIC TABLES / BENCHES / BIKE RACK / TRASH RECEPTACLES

ESTIMATED COST: **$900,000**

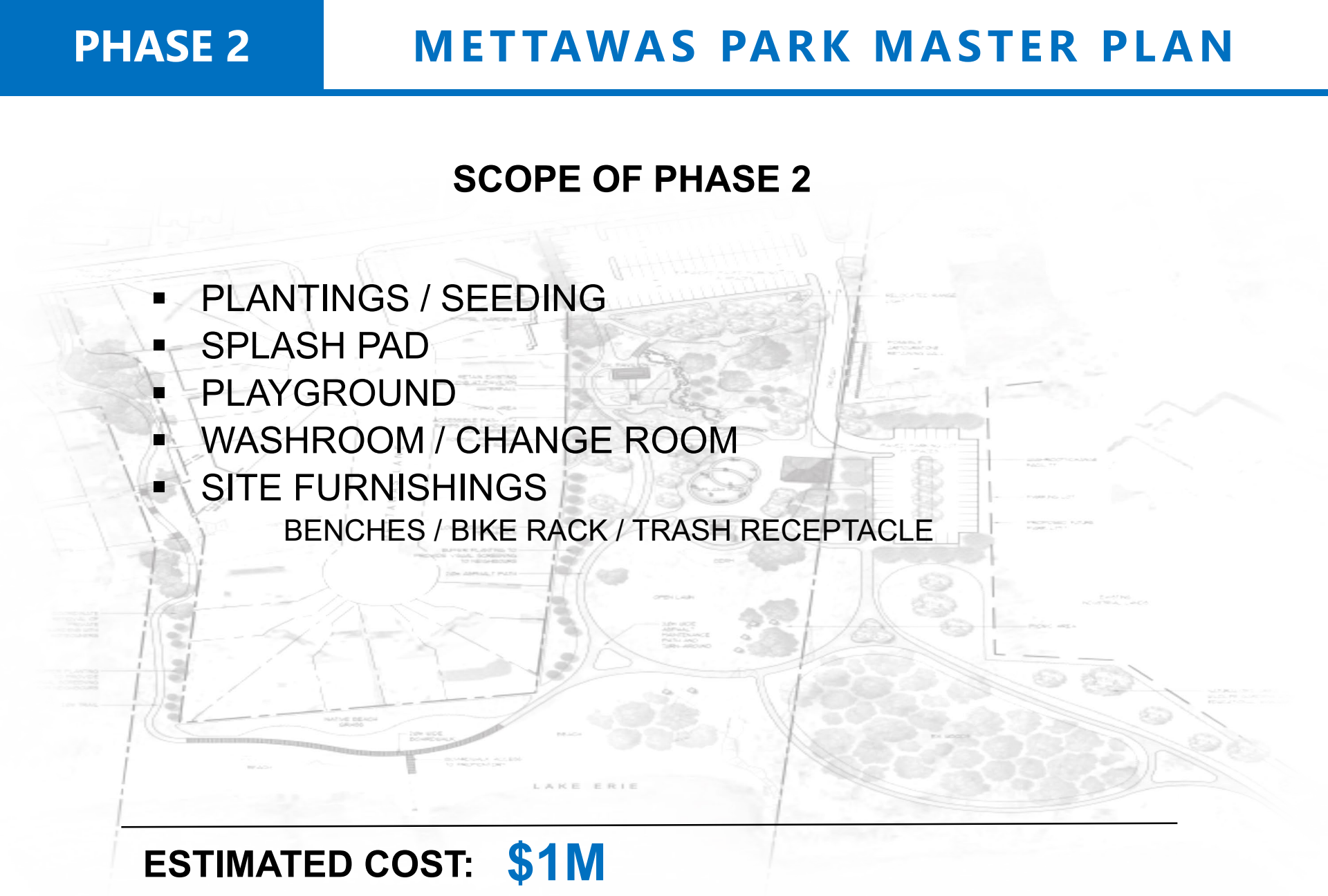


LANDSCAPE CONCEPT: PHASE 1
SCALE = 1:500

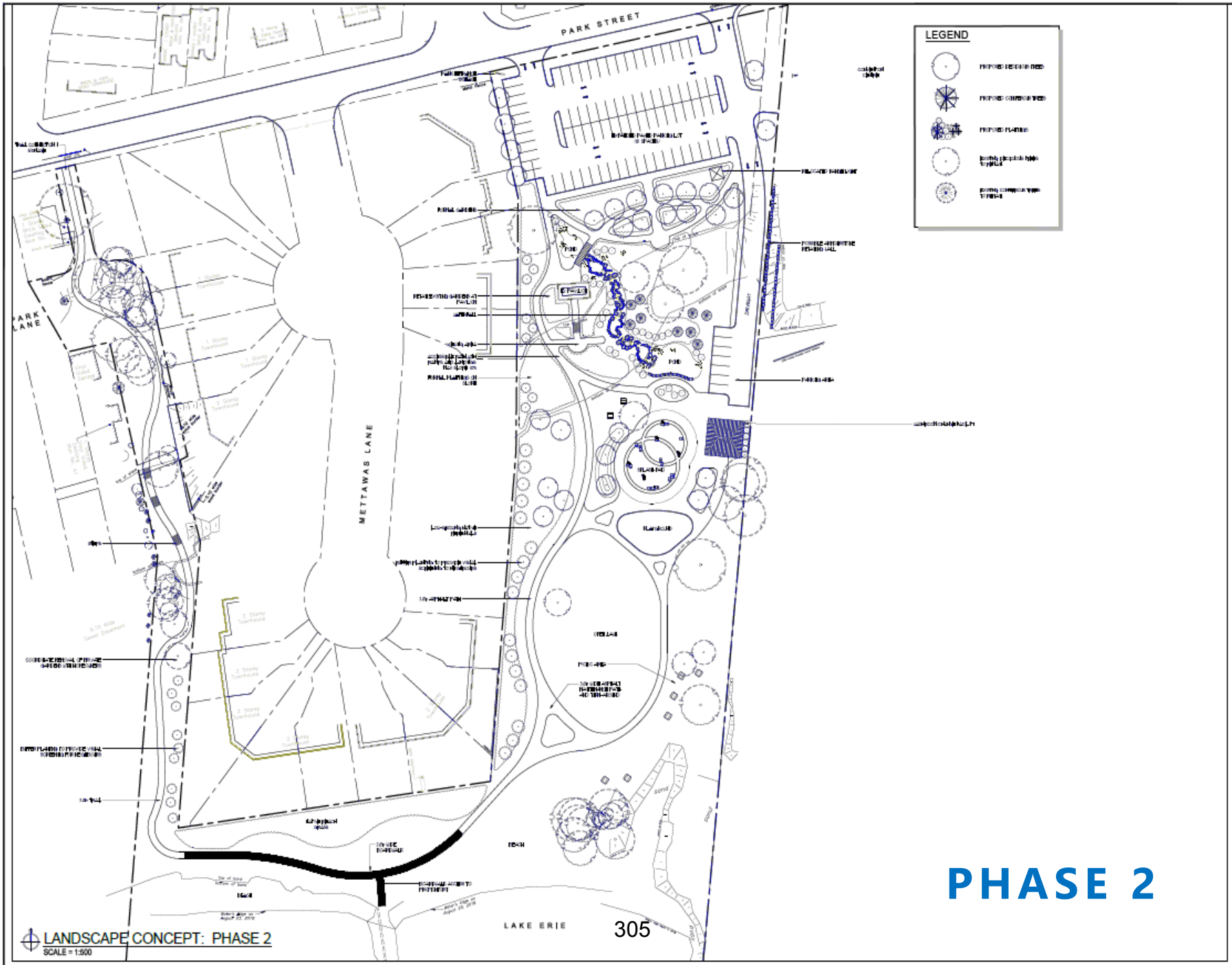
PHASE 1

SCOPE OF PHASE 2

- PLANTINGS / SEEDING
- SPLASH PAD
- PLAYGROUND
- WASHROOM / CHANGE ROOM
- SITE FURNISHINGS
  - BENCHES / BIKE RACK / TRASH RECEPTACLE



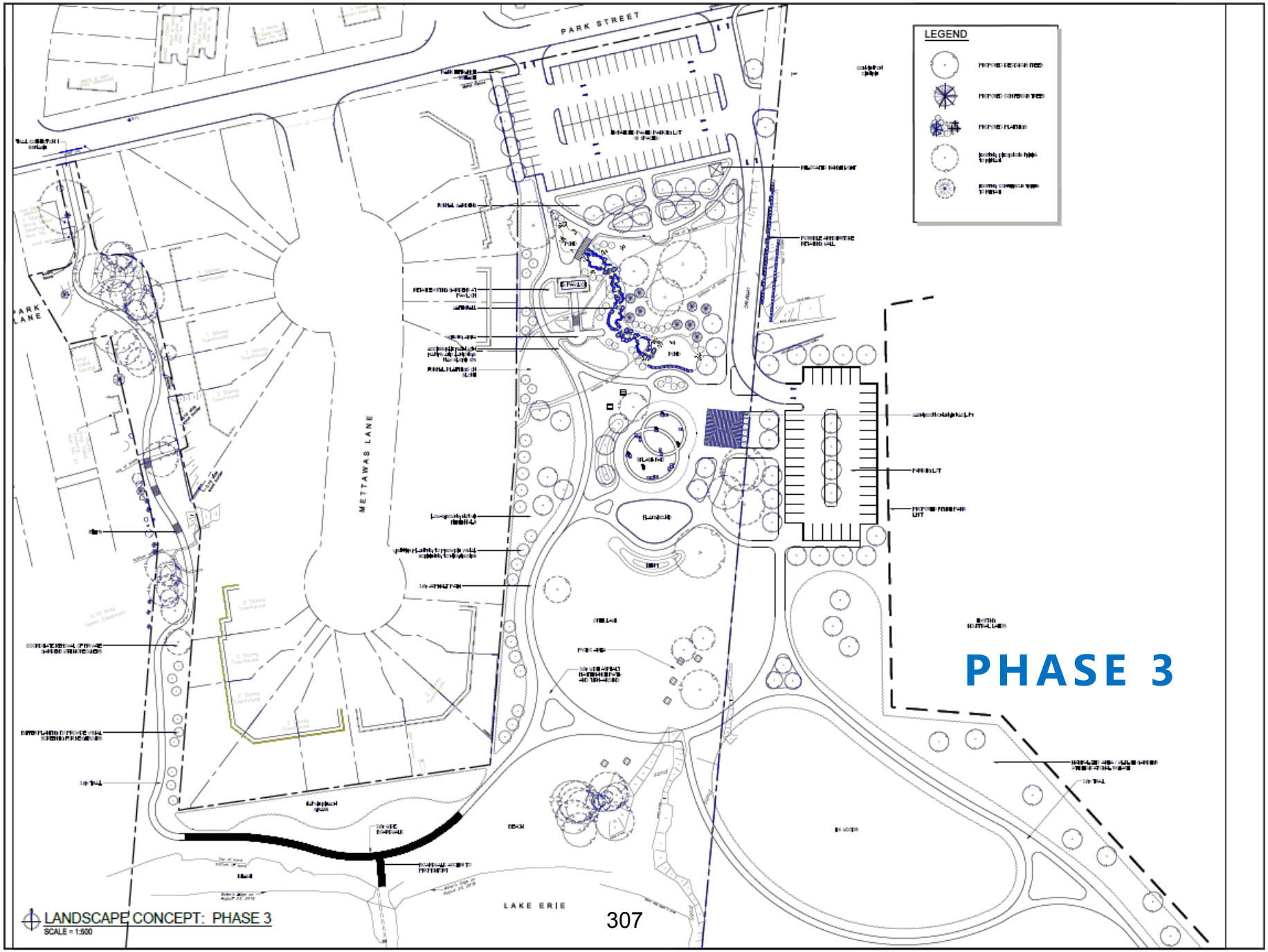
ESTIMATED COST: $1M


PARK STREET
METTAWAS LANE
LAKE ERIE
LEGEND
PHASE 2
LANDSCAPE CONCEPT: PHASE 2
SCALE = 1:500

SCOPE OF PHASE 3

- PLANTINGS / SEEDING
- PARK SITE EXPANSION
- NEW ASPHALT PARKING LOT (WEST)
- BOARDWALK
- RECONFIGURATION OF WALKING PATHS
- NEW TRAILS ON EAST SIDE OF SITE
- NEW BUFFER PLANTINGS ON EAST SIDE OF SITE
- SITE FURNISHINGS
  - BENCHES / TRASH RECEPTACLE

ESTIMATED COST: $600,000



LANDSCAPE CONCEPT: PHASE 3
SCALE = 1:500

PROJECT COSTING

PHASE 1	$900,000
PHASE 2	$1M
PHASE 3	$600,000

ESTIMATED COST: $2.5M

FINANCIAL IMPACT

FUNDING SOURCES		Expenses	Development Charges (45%)	Park Fees	Mettawas Park Reserve	ELK Funds	Property Taxation
2020	Phase 1 A	$450,000	$202,500	$247,500			
2021	Phase 1 B	$450,000	$202,500	$40,000			$207,500
2022	Phase 2	$1,000,000	$450,000	$40,000	$80,000	$220,000	$210,000
2023	Phase 3	$600,000	$270,000	$40,000			$290,000
TOTALS		**$2,500,000**	$1,125,000	$367,500	$80,000	$220,000	$707,500

Habitat for Humanity® Windsor-Essex

Building Homes. Building Hope.

December 9, 2019

Town of Kingsville
Town Council
2021 Division Road North
Kingsville, ON N9Y 2Y9

Attention: Mayor Nelson Santos and Members of Town Council

Dear Sirs/Madams,

REFERENCE: Development Fees for 1056 Birch Ave, and 1057 Maple Ave

As I am sure you are aware, Habitat for Humanity Windsor-Essex Inc. is completing two homes in Kingsville just in time for Christmas.

In the past, local municipalities have been generous in approving Habitat for Humanity for waived fees or "grants-in-lieu-of" for building, development and related fees. We are sincerely grateful for those decisions as they have directly increased our ability to provide decent, affordable housing built in partnership with local families in need.

The new homes we are completing in Kingsville will not only allow us to provide safe decent affordable homes for two families in core housing need, it will also benefit the town of Kingsville. Habitat for Humanity has a proven $4 return on investment for every $1 of support. This is due to families reduced reliance on social services and as homeowners they contribute to the local economy through property taxes.

But the most important impact of Habitat for Humanity's work is the 67 homes we have built so far. **Homeownership stops the cycle of poverty in its tracks**. Habitat homeowners partner with us to build their homes together with the community and pay a zero interest zero down payment mortgage directly back into the build fund.

The benefits accruing to Kingsville through Habitat for Humanity are many; most importantly we move families in core housing need into homes where they have pride of ownership and become taxpayers who **contribute to the services and needs of their town.**

We respectfully request that the building, development and related fees for the homes on Maple & Birch be granted back to Habitat for Humanity so that we may reinvest

them in building more homes. Thank you for your consideration of this matter. I look forward to hearing from you.

Sincerely,

Fiona Coughlin CFRE, Executive Director/CEO
Habitat for Humanity Windsor-Essex
519-969-3762 ext. 225 / 519-563-9707
fcoughlin@habitatwindsor.org

GOLDEN
LAW OFFICE
PROFESSIONAL CORPORATION

PEGGY E. GOLDEN, B.A., LL.B.
JAMES J. GOLDEN, B.A. (1926-2013)
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13 KING STREET WEST
P.O. BOX 279
HARROW, ONTARIO, N0R 1G0
PHONE: (519)-738-4111
FAX: (519)-738-3470

December 23, 2019

Town of Kingsville
2021 Division Road N.
Kingsville, Ontario
N9Y 3Y9

Attention: Sandra Kitchen – Deputy Clerk – Council Services

Dear Madam:

RE: Krahn, Willy and Donna
183 Main Street, East, Kingsville

I act as solicitor for Willy and Donna Krahn with respect to their property at 183 Main Street East, Kingsville. Attached hereto is a letter from Mr. and Mrs. Krahn requesting the Town of Kingsville remove the home at 183 Main Street East from the Heritage Interest List. My clients never requested the property to be included on the interest list and request its removal. Mr. and Mrs. Krahn do not desire to have the home become a Designated Heritage Home.

It is my understanding that the Town of Kingsville has never forced the designation of homes as Heritage homes without the consent of the owner. As such, I would hope that this continue to be the policy and my clients' desire to have their home removed from the Heritage Interest List be respected.

I would ask that this matter be brought forward to the council at its next meeting. Please confirm it will be an agenda item and I would intend to attend the meeting on behalf of Mr. and Mrs. Krahn who are out of the country and unable to attend personally.

Thank you for your attention to this matter.

Yours truly,

GOLDEN LAW OFFICE PROFESSIONAL CORPORATION

Peggy E. Golden

PEG:kr
Encl.

"Emailed only – 3 pages – Skitchen@kingsville.ca"

cc: Donna and Will Krahn - [redacted]

December 20, 2019

Town of Kingsville
2021 Division Road North
Kingsville, Ontario N9Y 2Y9

Mayor Santos, Deputy Mayor and Members of Council,

We are writing regarding our house at 183 Main Street East.

From what we are told, our house was added to the Heritage Interest List when Council passed a By-Law on May 14, 2007.

We never asked to have our house put on the Interest List. Now because it is on the Heritage Interest List, people are assuming is a Designated Heritage Home. We are being attacked all over social media. This is not fair to us and our family. These attacks and harassment are causing us much stress and worry.

We are exercising our right to sell our property to who we want and a price we want. Our concern now is if our current deal does not proceed, we will be at significant financial exposure. A negative light is being shinned on our property with lies being told and spread.

Having our house on the Heritage Interest List is currently causing us a problem and that problem most certainly will be larger if our current deal does not go through. Judging from what happened at the PAC meeting, it does not seem very likely it will go through which is unfortunate for us.

Kingsville has always had designation as an owner consented and requested process. Having our house on the Heritage Interest List is having the same effect to us as having it as Designated Heritage Home.

We currently do not have and will not have in the future any interest in designating our house.

We would ask that Council act to have our house removed from the Heritage Interest List.

Thank you kindly for considering our request.

Yours truly,

Donna and Will Krahn

[redacted]

Dec.20.2019 11:56 AM Llano Grande Fax 314 9565650411 PAGE. 1/ 1

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

January 3, 2020

**RE: ESSEX REGION CONSERVATION AUTHORITY 2020 DRAFT BUDGET:
30 DAY NOTICE TO MEMBER MUNICIPALITIES**

At our December 12, 2019 meeting, the Essex Region Conservation Authority Board of Directors approved our Draft 2020 Budget for distribution to municipalities; and provide notice that a weighted vote will be held at the Board of Directors meeting on February 13, 2020. Ontario Regulation 139/96 (as amended by O.R. 231/97) requires that affected municipal partners receive a minimum a 30-day notice for which a meeting where a weighted and recorded vote will be taken. The Regulation also requires that the notice be accompanied by the financial information used to determine that levy.

As described in the Draft 2020 Budget (attached), the budget totals $10,576,317 and includes a total levy contribution from member municipalities of approximately $3,386,667. This levy totals $10.49 for every person in our watershed, based on data compiled by MPAC and the Ministry of Natural Resources and Forestry, though the actual cost per household of $250,000 decreased by $0.12 to $19.57.

ERCA was able to reduce the projected impact of the budget with confirmed funding related to the Windsor Essex Climate Change Collaborative (WEC3) and the development of a Regional Municipal Energy Plan, continued support from the province for the John R. Park Homestead Community Museum Operating Grant and confirmed funding related to Source Water Protection, Detroit River Canadian Cleanup, and watershed research that will partially offset permanent staff and associated shared costs.

We believe the 2020 Budget strives to strike a balance between meeting the sustainability needs of our region, while continuing to recognize the fiscal realities of our municipal partners. The expertise that ERCA provides is a cost effective way to manage regional environmental priorities. Uniquely, we provide a significant cash return on investment in addition to the programs and services we provide municipalities. ERCA continues to rank in the top 10 of all Conservation Authorities for the programs and services we provide our region, yet our combined levies fund less than 40% of our operations, placing ERCA in the bottom five of all Conservation Authorities and well below the provincial average.

Should you have any questions regarding our budget, please do not hesitate to contact me. I will also look forward to presenting our 2019 Annual Report to each municipality in the New Year.

Thank you,

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

Shelley McMullen
Director, Finance and Corporate Services

Attachments: Report BD44/19 – ERCA Draft 2020 Budget

Essex Region Conservation Authority Board of Directors BD44/19

From:	Richard J.H. Wyma, General Manager/Secretary-Treasurer Shelley McMullen, Director, Finance and Corporate Services
Date:	December 6, 2019
Subject:	2020 DRAFT Budget
Strategic Action:	All
Recommendation:	THAT the 2020 Draft Budget be approved by the Board of Directors for review by and input from member municipalities; and further, THAT the 2020 Draft Budget be forwarded to Municipalities for consideration and input as part of the process of formal approval; and further, THAT notice be given that, in accordance with the *Conservation Authorities Act,* there will be a weighted vote on the 2020 Draft Budget at the Board of Directors Meeting on February 13, 2020.

Summary

- The 2020 Budget totals $10,576,317, which includes a total levy contribution of $3,386,667. This represents an increase of $148,000, or $0.49 per person ($10.00 to $10.49 per person) though the actual cost per household ($250,000) decreased by $0.12 to $19.57.
- A robust suite of high priority projects and programs to protect and restore the natural environment of the region will be undertaken. These include programs to increase habitat and forest cover, maintain and expand conservation areas and trails, aid our member municipalities in protecting people and infrastructure from the dangers of flooding and erosion particularly in the era of a changing climate, and to provide meaningful education and engagement opportunities for our residents.
- The proposed levy increase amount is primarily a result of the decrease in provincial transfer payments relating to the Flood Forecasting program ($98,000) and costs associated with human resources. However, no new FTEs are included in this budget and some staffing positions will remain unfilled due to consideration of municipal budgets and respective pressures.
- ERCA was able to minimize levy increase with confirmed funding related to the Windsor Essex Climate Change Collaborative (WEC3) and the development of a County Municipal Energy Plan, continued support from the province for the JRPH Community Museum Operating Grant and confirmed funding related to Source Water Protection, DRCC and watershed research that will partially offset permanent

staff and associated support and shared costs and reallocations from Land Acquisition as approved by the Finance and Audit Advisory Board.

- ERCA's Annual Revenues for programs and services ranks consistently in the top 10 of all 36 Conservation Authorities. At the same time, ERCA's operational levy funds less than 40% of its operations, placing ERCA in the bottom five of all Conservation Authorities, and well below the provincial average (approx. 50%).
- The expertise that ERCA provides is a cost effective way to manage regional environmental priorities. Uniquely, ERCA provides a significant cash return on investment in addition to the programs and services we provide municipalities.

Discussion

Each year, administration undertakes a comprehensive review of its programs and most pressing needs associated with annual budgets. These issues, challenges and opportunities were reported to the Board in September 2019 (BD23/18). At the time, due to uncertainties with provincial funding, Administration projected an operating deficit of between $375,000 and $560,000.

Since September, ERCA has confirmed continued provincial support for the Source Water Protection Program, Detroit River Canadian Cleanup, the Kingsville Leamington Nutrient Study, and the JRPH Community Museum Operating Grant. These are projected revenues into 2020, however there remains concerns regarding long term funding of these initiatives.

While the budget is represented as 'balanced', it was effected through a proposed levy increase of $148,000 (primarily a result of the decrease in provincial transfer payments relating to the Flood Forecasting program ($98,000) and costs associated with human resources) and reallocation of CW~GS land securement funding of almost $69,000. The total operating deficit for 2020, before proposed levy increases and levy reallocations was reduced from a projected $315,000 as identified in the 2020 Budget Pressures Report to ~$217,000, significantly lower than the potential projected high of $560,000.

To offset this deficit, and in attempting to strike an efficient balance between meeting the sustainability needs of our region and address our pressing organizational challenges to meet program delivery standards the ERCA Finance and Audit Advisory Board (FAAB) and Administration recommended an increase in levy of $148,000, which brings total levy from $3,238,667to $3,386,667. This is an increase of $0.49 per person, though the actual cost per household ($250,000) decreased by $0.12 to $19.57.

The remaining projected operating deficit of ~$69,000 was addressed through a redirection of land securement funding as recommended by Administration and the FAAB. The CW-GS levy directed to land securement will be reduced from $589,600 to $420,780, inclusive of the $69,000 as noted above plus $50,000 will be directed to the insurance reserve (depleted due to wind storm damage deductibles) and $50,000 to the

infrastructure reserve in anticipation of higher than expected HBCA workshop replacement costs.

Contributions and repayments to reserves will be $324,250 and transfers from reserves are estimated to be $803,500 for a projected net reduction of $479,250 in reserve funds. Transfers to reserves include: infrastructure ($250,000), replenishment of insurance reserve ($50,000) and multi-year pledge payments from ERCF ($14,250).

The 2020 Draft Budget continues to include a broad array of programs to: increase habitat and forest cover; maintain and expand conservation areas and trails; assist our member municipalities in protecting people and infrastructure from the dangers of flooding and erosion; lead the development of a Regional Climate Change Strategy and the Place for Life Policies; and provide meaningful education and engagement opportunities for our residents.

However, as funding programs change and evolve with changes in government priorities, and as new interests seek funding, it is harder to support key programs with external support – programs that are funded by levy in other conservation authorities. In addition, while this builds a strong case for support, it is only enough to maintain the 'status quo'. It is not enough to improve the health of our watersheds, keep beaches open more, deal with phosphorous and blue-green algae in our lakes, provide open spaces and trails that are accessible for people to use, connect and restore forests, wetlands and habitats. These are essential for sustainable communities to build resilience to climate change, and importantly, attracting and retaining the talent this region desires.

Administration is recommending approval of a draft 2020 Budget in the total of $10,576,317, which includes a total levy contribution of $3,386,667. This represents an increase of $148,000, or $0.49 per person ($10.00 to $10.49 per person) based on watershed population and Current Value Assessment data provided by the Ministry of Natural Resources and Forestry; and including information as determined by the Municipal Property Assessment Corporation (MPAC).

Once approved, the draft 2020 Budget will be circulated to member municipalities for approval, and a weighted vote will be undertaken in February.

Essex Region Conservation Authority
sustaining the place for life

Approved By:

Richard J.H. Wyma, CSLA
General Manager/Secretary Treasurer

Attachments:

- 2020 Draft Essex Region Conservation Authority Budget

Essex Region Conservation
the place for life

Essex Region Conservation Authority
sustaining the place for life

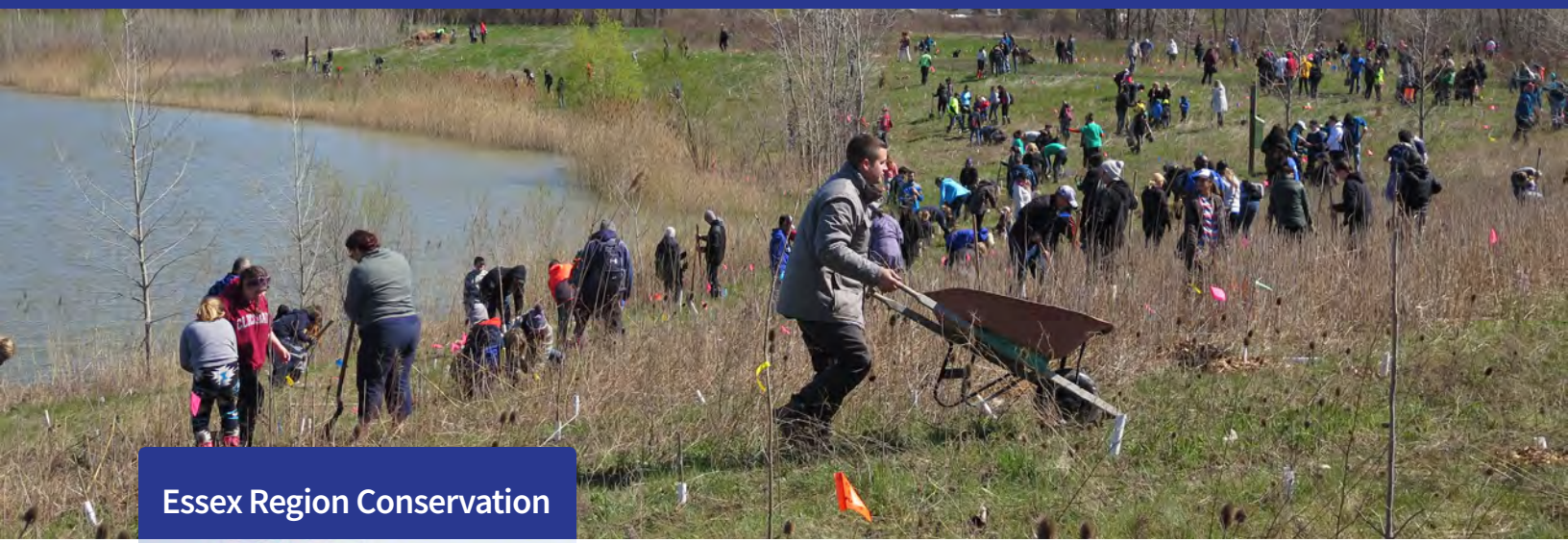
2020 DRAFT BUDGET

December 6, 2019

Essex Region Conservation
the place for life

EXECUTIVE SUMMARY

- The 2020 Budget totals $10,576,317, which includes a total levy contribution of $3,386,667. This represents an increase of $148,000, or $0.49 per person ($10.00 to $10.49 per person) though the actual cost per household ($250,000) decreased by $0.12 to $19.57 .
- The proposed levy increase amount is primarily a result of the decrease in provincial transfer payments relating to the Flood Forecasting program ($98,000) and costs associated with human resources. However, no new FTEs are included in this budget and some staffing positions will remain unfilled due to consideration of municipal budgets and respective pressures.
- ERCA was able to minimize levy increase with confirmed funding related to the Windsor Essex Climate Change Collaborative (WEC3) and the development of a County Municipal Energy Plan, continued support from the province for the JRPH Community Museum Operating Grant and confirmed funding related to Source Water Protection, DRCC and watershed research that will partially offset permanent staff and associated support and shared costs.
- ERCA's Finance and Audit Advisory Board recommended a reallocation of $168,820 from Land Securement to offset deficit, a redirection of $50,000 to the insurance reserve which was depleted due to wind storm damages in 2019, and $50,000 to the infrastructure reserve in anticipation of higher than expected HBCA Workshop replacement costs. If these funds are not required in 2020, they will remain in the Land Securement reserve.
- In 2020, ERCA will continue to deliver programs to increase habitat and forest cover, maintain and expand conservation areas and trails, assist our member municipalities in protecting people and infrastructure from the dangers of flooding and erosion, lead the development of a Regional Climate Change Strategy and Regional Municipal Energy Plan, the Place for Life Policies, and provide meaningful education and engagement opportunities for our residents.
- ERCA's Annual Revenues for programs and services ranks consistently in the top 10 of all 36 Conservation Authorities. At the same time, ERCA's operational levy funds less than 40% of its operations, placing ERCA in the bottom five of all Conservation Authorities, and well below the provincial average (approx. 50%).



Essex Region Conservation

ERCA At-A-Glance

ABOUT ERCA

ERCA is a local watershed management agency, incorporated under the *Conservation Authorities Act* (1946). Since our establishment in 1973, we have been dedicated to protecting, restoring, and managing the natural resources of the Essex Region. Today, as one of 36 conservation authorities in Ontario, ERCA is committed to the core founding principles of the *Conservation Authorities Act*: watershed jurisdiction, local decision-making, and funding partnerships.

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

ERCA is governed by a 19-member Board of Directors appointed within a four-year cycle by its 9 Member Municipalities. The Board's Chair and Vice-Chair are elected for two year terms, alternating between City of Windsor, and the municipalities outside the City of Windsor.

OUR REGION

The Essex Region is an 1,841 square kilometre area of land that spans nine municipalities, including the City of Windsor, Township of Pelee Island, and the Towns of Amherstburg, Essex, Kingsville, Lakeshore, LaSalle, Leamington and Tecumseh. It is the southern-most part of the Carolinian Life Zone and contains some of Canada's most significant natural areas. Unlike most other Conservation Authorities, which generally focs on one large watershed, our region includes the watersheds of the Detroit River, Lake St. Clair, and western basin of Lake Erie. It is surrounded by almost 300km of Great Lakes shorelines, the largest freshwater system in the world. The region is blessed with a climate and geography that supports a rich agricultural and industrial tradition that has supported growth in our region. But, there are also significant challenges.

- Our landscape has been intensively developed. In 200 years, we've drained more than 95% of our wetlands, lost almost all of our tall grass prairie and cleared more than 90% of our forests. What's left is disconnected and fragmented. Few parts of Canada have been as extensively developed as Essex Region.
- Our Great Lakes watersheds are impacted by invasive species, nutrients, phosphorous and blue green algae. The water quality of our rivers and streams is degraded, which impacts aquatic wildlife, increases drinking water treatment costs, and negatively impacts recreational use such as swimming and boating.
- Changing and unpredictable climate patterns are causing significant flooding, impacting our shorelines, and creating erosion problems. And the frequency of these types of rainfall events are expected to increase.
- While the Windsor-Essex region is identified a a high growth area, our low lying landscape, flat topography and soils create unique development challenges. Planning for growth and resilient communities and climate change will require different strategies and a more integrated approach.

OUR STRATEGIC DIRECTION

Defined by our mandate under the Conservation Authorities Act (1946), ERCA delivers a number of programs and services to municipalities and residents. Our Strategic Direction is set out in ERCA's 2016-2025 Strategic Plan: Sustaining the Place for Life, which provides the basis for our decision-making and

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

We **envision** Essex Region as a sustainable, resilient and vibrant place with healthy and thriving watersheds, Great Lakes and a green culture.

Our **mission** is to improve our environment to enrich our lives.

priorities over the decade in five key areas:

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

BUDGET CONSIDERATIONS

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

The health of our rivers and streams are poor, and our Great Lakes are enormously disrupted. The Leamington tributaries have been identified as Priority Watersheds under the Great Lakes Water Quality Agreement due to high levels of phosphorous, which is the leading cause of microcystins and harmful algal blooms in the western basin of Lake Erie. We are facing heighted challenges related to climate change and unpredictable weather patterns and severe storms that test our stormwater infrastructure resulting in both urban and overland flooding and, combined with record high water levels, have greatly impacted our shorelines and municipal infrastructure and require additional monitoring and flood advisories. Invasive species such as Phragmites threaten our wetlands and drainage systems, reduce biodiversity and habitats, and the overall health of our watersheds. New threats, such as Oak Wilt, have the potential to significantly damage our natural areas. These issues are integrated, and with greater urgency, a regional, coordinated effort is required.

Conservation Authorities are recognized for their efforts to address these challenges through integrated watershed planning and management. The recently updated *Conservation Authorities Act* changes the way conservation authorites deliver programs and services, but continues to ecognizes that Conservation Authorities objects remains conservation, restoration, development and management of natural resources, whihc we do on a watershed basis. The 2018 Lake Erie Action Plan lays out 125 actions that includes opportunities for conservation authorities and other partners in the delivery of actions associated with reductions in phosphorous. The recently released Provincial Environment Plan: Preserving and Protecting our Environment for Future Generations commits to continue to work with Conservation Authorities on many different initiatives in order to help ensure the health of our lakes, rivers and greenspaces, protect important sources of drinking water and commits support for the important role of conservation authorities in protecting people and property from flooding and other natural hazards, and conserving natural resources.

BUDGET PRESSURES

The Draft 2020 Budget considers and responds to these challenges and reflects key priorities in the 2016-2025 Strategic Plan: Sustaining the Place for Life. While ERCA has been recognized as a leader in leveraging local funding to deliver key programs, changes in government and funding program priorities, increased competition for limited funding, and narrowing of program scope makes this increasingly challenging.

Legislative and Regulatory Change

Changes to Legislation and Regulation: Bill 108, the More Homes, More Choices Act, 2019 introduced changes to how Conservation Authorities structure their programs. Though the legislation did not change the objects of an Authority, which remain “to provide, in the area over which it has jurisdiction, programs and services designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals”, ERCA will work with other Conservation Authorities, Conservation Ontario, Municipalities and the Province on the regulations that will define the activities to be delivered as part of Provincially Mandatory Programs and Services (Risk of natural hazards, conservation and management of CA owned or controlled lands, drinking water source protection, and other programs or services as prescribed by regulation), and those Municipal and Conservation Authority led programs which are to be delivered through Agreements with municipalities. Once regulations are drafted, the legislation provides for a Transition period for conservation authorities and their member municipalities to restructure budgets to fully reflect provincial and municipal program delivery, develop agreements with municipalities and work through any other details. Until then, ERCA will continue delivering the important activities needed to address the issues in our region.

Provincial Transfer Payments

ERCA delivers its delegated Flood Protection and Source Water Protection programs through provincial transfer payments. In 2019, provincial support for flood protection was reduced by 50% and there was uncertainties regarding funding for Source Water Protection. These programs have been identified as mandatory programs, which raises some uncertainty regarding future provincial support.

Provincial Special Grants

ERCA receives provincial Special Grants to deliver provincial programs, including the Detroit River Canadian Cleanup (provincial funding is matched with federal funding for ERCA to coordinate the Detroit River Remedial Action Plan), projects under the Canada Ontario Agreement to monitor phosphorous in priority watersheds through the Kingsville Leamington Nutrient Study, and support for agricultural stewardship programs to help achieve targeted reductions of 40% in Lake Erie. ERCA also receives support from the Province through the Community Museum Operating Grant for the John R. Park Homestead. These provincial special grant programs were supported in 2019 and are confirmed for at least part of 2020, though future support continues to be a concern.

Landowner Incentives

Recent cuts to funding for restoration, tree-planting, and wetland and prairie restoration which ERCA received and directed to landowner incentive programs, will likely impact future restoration of the region's natural areas, in the absence of increased funding from other partners including the federal government. In addition to losses of provincial support for projects, the federal government funding for some aspects of our farm stewardship programs has diminished significantly. As a result, many of the farm related services such as the creation of buffer strips to improve water quality may be eliminated.

Overreliance on External Funding

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

However, ERCA is distinctly different from its municipal partners and other Conservation Authorities in how it has historically financed these programs, and its board-approved mandate. Unlike municipal operations, levy funding supports less than 40% of ERCA's operations and programs, with the other 60% funded through various Provincial grants, including the Drinking Source Water Protection program and the Section 39 Operating Grant and Federal grants are all identified as concerns.

This overreliance on external funding means these programs, which are core to improving and maintaining the health, safety and sustainability of our region are almost entirely funded through external grants. This also means that these programs, while producing beneficial outcomes, apply to areas where funding is available, not necessarily in those areas with greatest need or greatest priority. At the same time, reductions or eliminations in funding as identified above mean key initiatives are no longer supported or significantly reduced. While Administration continuously seeks additional resources through external funds, stable financial support is crucial in developing knowledge, so that the region's environmental problems can be addressed.

Capacity to Act and Respond.

ERCA, not unlike municipalities and other agencies, is facing numerous capacity pressures including: increased landowner/stakeholder interaction in a number of departments; increased volume of development and planning applications; compliance-based reporting and monitoring; increased visitation to conservation areas, and outreach and stewardship.

In addition, because of ERCA's expertise and knowledge of watersheds and hydrological conditions, municipalities are requesting that ERCA participate in, or coordinate resource studies, master drainage plans, Environmental Assessments, and other operational initiatives. ERCA's technical knowledge of our watersheds and the complex legislative and regulatory environment is both valued and necessary to ensure development is sustainable, responsible, and proactively addresses and anticipates issues. ERCA's involvement on these initiatives is primarily with municipalities, and as such, there is limited cost recovery mechanisms to support staff. As the focus of our corporate approach continues to shift to a more proactive planning process, additional staff capacity will be required in municipal plan input and review.

The 2020 Draft Budget addresses cuts to provincial supports that funded this capacity and has not provided for any additional capacity to review and issue permits and respond to planning applications, address ongoing compliance and best-practice initiatives relating to H&S, MFIPPA and general administration, HR, Finance & IT/IS. The lack of capacity will continue to place demands on watershed management staff, and administrative and support staff

Fixed Cost Increases

The current Collective Agreement with CUPE Local 3784 expires on December 31, 2019. ERCA will be negotiating a new Collective Agreement with its employees and has identified pressures associated with benefit premiums that will need to be negotiated along with salary increases and other proposals. In addition, upward movement on the grid for eligible positions is estimated to be more than $130,000 in 2020. In 2019, ERCA did not fill vacant positions in Conservation Services and Corporate Services, which will remain unfilled in 2020. Other than those positions, ERCA also anticipates a full complement of program staff. ERCA must also fund fixed costs associated with leasing office space within the County of Essex Civic Centre, and costs for taxes, utilities and services at Conservation Areas. Because of ERCA's revenue structure, it is expected that only a portion of those increases will be levy-driven (ranging from 50%-70%), with the remainder absorbed in grant-funded special projects.

Corporate Recoveries

Special grants and third-party fee for service projects reduce the levy burden, as wages for permanent staff and corporate administration are often allowable expenses in the agreement or contract. When these revenues are reduced, a funding gap is created. High levels of special grants and fee for service contracts in recent years, have been a primary driver of the Authority's positive financial results.

FINANCIAL SUMMARY

While the budget is represented as 'balanced', it was effected through a proposed levy increase of $148,000 and reallocation of CW~GS land securement funding of almost $69,000. The total operating deficit for 2020, before proposed levy increases and levy reallocations was ~$217,000, significantly lower than $315,000, as initially identified as the potential deficit in the 2020 budget pressures report. The $100k reduction was achieved through the addition of:

- expected 3rd party funding relating to the regional climate change collaborative;
- continuation of the JRPH Community Museum Operating transfer payment; and
- anticipated government grants related to Source Water Protection, DRCC and watershed research that will partially offset permanent staff and associated support and shared costs.

As recommended by the ERCA Finance and Audit Advisory Board (FAAB) and Administration, the increase in proposed levy is $148,000 from $3,238,667to $3,386,667. This is an increase of $0.49 per person, though the actual cost per household ($250,000) decreased by $0.12 to $19.57.

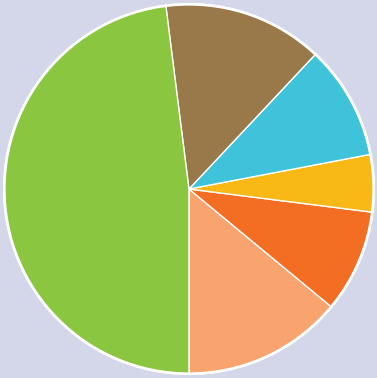
The proposed levy increase amount is primarily a result of the decrease in provincial transfer payments relating to the Flood Forecasting program ($98,000) and costs associated with human resources. However, no new FTEs are included in this budget and some staffing positions will remain unfilled due to consideration of municipal budgets and respective pressures.

The remaining projected operating deficit of ~$69,000 was addressed through a redirection of land securement funding as recommended by Administration and the FAAB. The CW-GS levy directed to land securement will be reduced from $589,600 to $420,780, inclusive of the $69,000 as noted above plus $50,000 will be directed to the insurance reserve (depleted due to wind storm damage deductibles) and $50,000 to the infrastructure reserve in anticipation of higher than expected HBCA workshop replacement costs.

Contributions and repayments to reserves will be $324,250 and transfers from reserves are estimated to be $803,500 for a projected net reduction of $479,250 in reserve funds. Transfers to reserves include: infrastructure ($250,000), replenishment of insurance reserve ($50,000) and multi-year pledge payments from ERCF ($14,250).

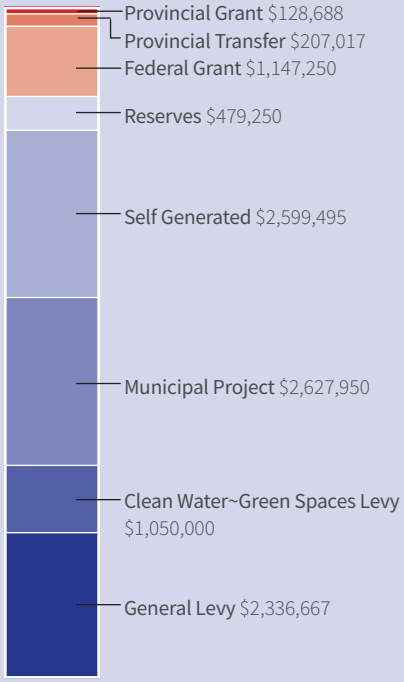
	2020 Draft Municipal Levy Allocation									
	CVA %		GENERAL LEVY		CW~GS LEVY		TOTAL LEVY		CHANGE	
	2020	2019	2020 DRAFT	2019 APPROVED	2020 DRAFT	2019 APPROVED	2020 DRAFT	2019 APPROVED	$	%
Amherstburg	5.95%	5.91%	$138,948	$129,412	$62,437	$62,084	$201,386	$191,496	$9,890	5.2%
Essex	4.79%	4.82%	$111,810	$105,388	$50,243	$50,559	$162,052	$155,947	$6,105	3.9%
Kingsville	6.15%	6.17%	$143,820	$134,969	$64,626	$64,750	$208,446	$199,719	$8,727	4.4%
Lakeshore	9.45%	9.32%	$220,816	$203,945	$99,225	$97,841	$320,041	$301,786	$18,255	6.0%
LaSalle	8.68%	8.46%	$202,898	$185,257	$91,174	$88,876	$294,072	$274,133	$19,939	7.3%
Leamington	5.95%	5.92%	$139,055	$129,532	$62,486	$62,142	$201,541	$191,674	$9,867	5.1%
Pelee Island	0.29%	0.29%	$6,774	$6,356	$3,044	$3,049	$9,817	$9,406	$412	4.4%
Tecumseh	8.34%	8.38%	$194,990	$183,506	$87,620	$88,036	$282,610	$271,541	$11,069	4.1%
Windsor	50.39%	50.73%	$1,177,557	$1,110,303	$529,145	$532,661	$1,706,701	$1,642,964	$63,737	3.9%
Totals	**100%**	**100%**	**$2,336,667**	**$2,188,667**	**$1,050,000**	**$1,050,000**	**$3,386,667**	**$3,238,667**	**$148,000**	**4.6%**

2020 ERCA BUDGET: $10,576,317

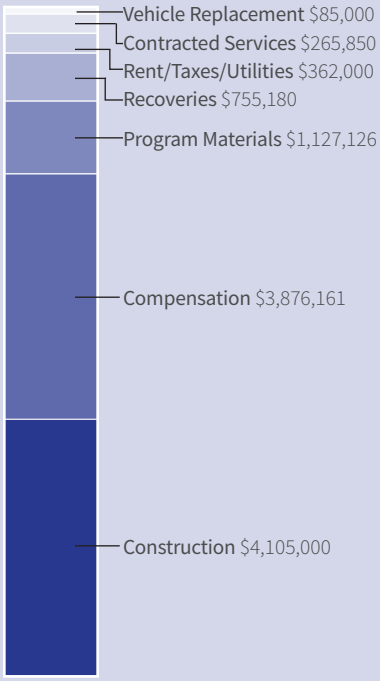


- Conservation Services $5,106,848
- Watershed Management $1,456,585
- Watershed Research $1,071,050
- Community Outreach $511,300
- Corporate Services $978,534
- Capital $1,452,000

TOTAL REVENUES: $10,576,317



TOTAL EXPENDITURES: $10,576,317



WHERE DOES YOUR $10.49 GO?

KEY ASSUMPTIONS

- That fee-for-service revenues relating to Watershed Management Services will stabilize at 2019 levels;
- That revenues of $546,000 for development applications and surveying fees will continue;
- That the revenues that were impacted by storms/ floods will return to pre-2019 levels (hunting/ camping/farm leases);
- That grants will be available to support the new climate change regional initiative (~$46,000);
- The Provincial Section 39 Flood Forecasting & Warning program transfer payment will be maintained/capped at $104,417
- That the Drinking Water Source Protection activities will be funded at 100% of projected program costs (~$96,000)
- That municipal transfer payments of $2.5M will be contributed for the Peche Island project
- That significant watershed science and research grants will be approved ($473,000)
- That provincial transfer payments for DRCC activities will continue to October 2020
- That revenues for the new JRPH Heritage Centre will begin in 2021 and construction will somewhat impact 2020 revenues.
- That CW~GS restoration revenues will continue to be impacted by loss of provincial special grant programs for tree planting and wetlands but 2020 operations will be funded with remaining deferred revenues but expected to be depleted in 2021.
- That fee-for-service work for invasive species removal at Spring Garden will be negligible for 2020.

SUSTAINING THE PLACE FOR LIFE

As an integrated watershed management agency, our business is built on programs and services that support our region's ecological, social, and economic health.

ERCA employs 38 full-time and long-term contract staff across numerous professional fields, supported by shorter term and seasonal staff, led by a six person management team with over 100 years of experience and knowledge of the Essex Region.

Our watershed management and conservation services programs have recognized experts in water resources and watershed engineering, watershed planning, forestry, biologists, ecologists, agronomists, water quality scientist, and experts in conservation, restoration and natural resource management.

Our education and outreach team includes professional staff who are trained in delivering formal curriculum-based education programs to children, and youth; and in delivering programs and events to engage citizens of all ages in making a meaningful and lasting connection with Lake Erie, Lake St. Clair and Detroit River watersheds.

These teams are championed and supported internally by an equally broad range of experts delivering strategic leadership and essential services including human resource management, financial planning and management, geographic information systems and information technology, corporate communications, public and media relations, graphic design, event planning and marketing.

While we have a long and accomplished history as expert practitioners, we don't do it alone. We are continually establishing and reaffirming partnerships at every level, and within all of our communities to support our vision and mission, which we deliver through five Service Areas:

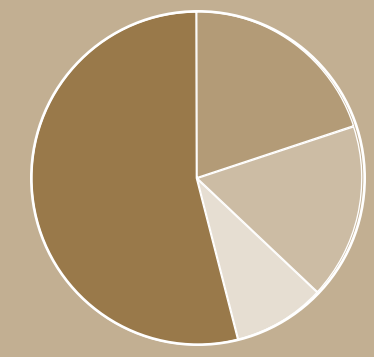
- Watershed Management Services
- Conservation Services
- Watershed Research Services
- Community Outreach Services
- Corporate Services

Essex Region Conservation
*the **place** for life*

Watershed Management Services

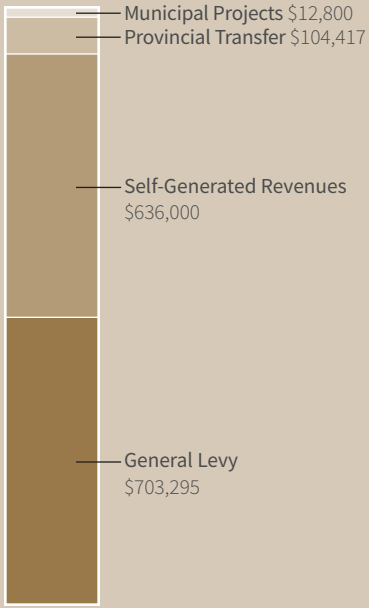
2020 Budget Summary

WATERSHED MANAGEMENT SERVICES

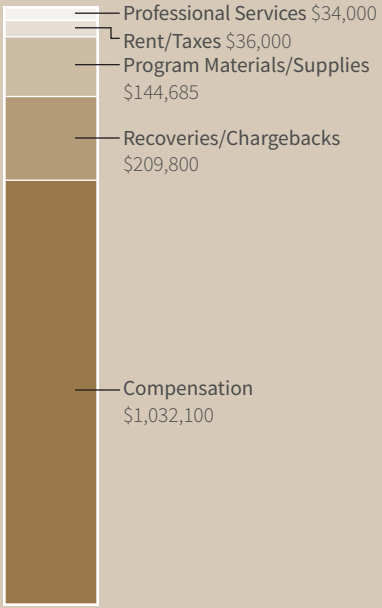


- Development Services $782,400
- Watershed Planning $297,100
- Flood Forecasting $252,475
- Water Resources Engineering $124,610

PROGRAM REVENUES: $1,456,512



PROGRAM EXPENSES: $1,456,585



Watershed Management Services ensures that development in the Region progresses in a sustainable manner, is directed away from natural hazards, protects natural heritage features, and protects our water resources.

We are working towards a planning first principle which ensues that planning permissions are in place before we consider any approvals under the Conservation Authorities Act.

Watershed Management Services are delivered through four programs:

- Watershed Planning
- Development Services
- Water Resources Engineering
- Flood Management

WATERSHED PLANNING

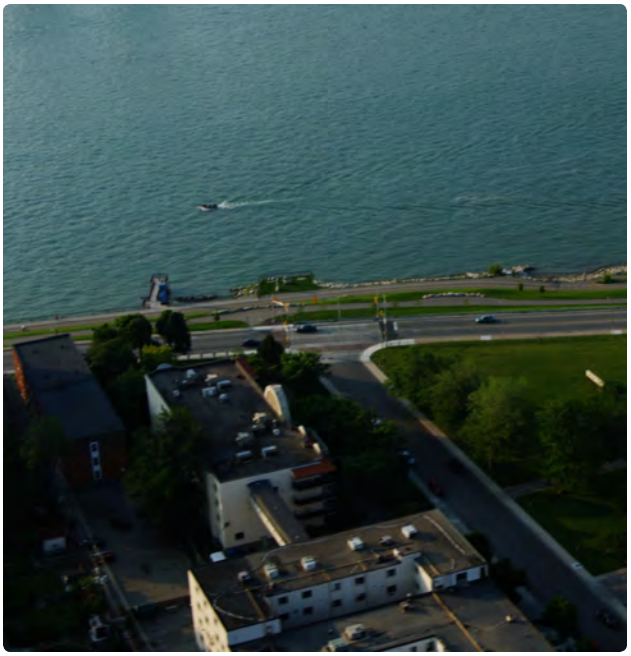
ERCA assists municipalities in watershed planning to meet Planning Act/Provincial Policy Statement responsibilities by identifying natural hazard and natural heritage features and providing policy support and advice related to natural heritage systems, development and stormwater servicing, water quality and natural resource planning concerns.

2019 Achievements

- Over 900 planning applications were submitted to ERCA under the *Planning Act* (Zoning By-Law amendments, minor variances, consents, etc.). ERCA's review assists landowners and municipalities in reducing risks associated with flooding and erosion and protecting natural heritage, and ensures best practices for sustainable communities are being incorporated in planning and development.
- ERCA staff reviewed 13 Official Plans and secondary plans to ensure local planning decisions address ERCA provincial delegated authority responsibilities relative to natural hazards and to continue to advise local municipalities on natural heritage matters.
- ERCA responses to Province of Environmental Registry of Ontario policy consultations including the Made-in-Ontario Environment Plan, 10-Year Review of Endangered Species Act, Bill 66 (Restoring Ontario's Competitiveness Act, 2018), Conservation Authority permitting, and programs and services under Bill 108 (More Homes, More Choice Act, 2019), updates to the Canada Ontario Agreement, and changes to the Provincial Policy Statement among others.

2020 Actions

- Undertake consultations and finalize ERCA's Place for Life Policies related to plan review and permitting processes in the region, and integrate related policies associated with other ERCA programs and services and to ensure consistency with recent changes to the Conservation Authorities Act (2017, 2019) and current provincial direction and best practices.
- Negotiate Memorandum of Understanding for Planning Services with municipalities to provide clarity around ERCA's involvement in plan input and review of planning applications under the Planning Act as an agency with provincially delegated responsibility for the natural hazards; as a municipal technical advisor; as a public body and as a landowner.



2020 Pressures

- Uncertainty around legislative amendments and provincial review of conservation authority permitting processes and how that will impact delivery
- Capacity to become fully engaged in Municipal Official Plan processes to ensure natural hazards/ heritage reflected in long-range planning while continuing to support operational planning and applications with same capacity
- Challenges with taking a proactive approach to planning to address urban growth, climate change, environmental degradation and the relationships between growth and resilience.

DEVELOPMENT SERVICES

ERCA administers the Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation, approved by the Minister of Natural Resources and Forestry and known as Ontario Regulation 158/06, as amended. The Regulation allows ERCA to control development within hazardous lands through a permitting process. These lands could be unsafe for development because of naturally occurring processes associated with flooding, erosion, unstable soils, dynamic beaches, unstable slopes or in areas where conservation of lands could be impacted by development. Our goal is to reduce risk to life, prevent damage to property, and reduce social disruptions resulting from natural hazards.

2019 Achievements

- Received and issued more than 1,300 permits, including over 300 for shoreline maintenance as a result of record high water levels in Lake St. Clair and Lake Erie. This is an increase of over 750 applications from 2015.
- Responded to over 1,300 Miscellaneous Development (MD) inquiries related to a questions about property matters, or from prospective purchasers with questions concerning a potential property purchase.
- Implemented new Client Centric service standards for high growth area Conservation Authorities and reaffirmed ERCAs Client Services Standards Policy to align with Conservation Ontario Client Services Standards guidelines.
- ERCA consistently meets and reports annually on Ministry service level standards of a 20-day turnaround for permit reviews and will update its resporting standards to also reflect new, more timely, Conservation Ontario standards and processes.

2020 Actions

- Undertake a 3rd party Fee Analysis for planning and development services including consultation engagement and with municipalities, Windsor Heavy Construction Association and the Windsor Construction Association, and Windsor Essex Economic Development Corporation in review and recommendations for program delivery
- Continue to improve excellence in client services by seeking ways to reduce review timelines in keeping with Conservation Ontario Client Services Standards guidelines.
- ERCA anticipates permit numbers to remain high as a result of sustained damages to existing protection systems through 4 years of increasingly high water levels and storm events.

2020 Pressures

- Increasing growth and development in the region.
- Increased demand on compliance staff as it relates to legal action
- Development services review operates at a 65-70% cost recovery basis. Currently, ERCA does not charge fees for miscellaneous development inquiries, making higher or full cost recovery difficult to achieve.

WATER RESOURCES ENGINEERING

Managing the risks associated with the natural hazards of flooding and erosion is one of the primary roles of conservation authorities under the *Conservation Authorities Act*. We fulfill this role through the delivery of multiple natural resource management programs and services, including flood plain management and mapping, water and erosion control infrastructure planning, and stormwater management.

2019 Achievements

- Finalized Stormwater Management Guidelines with municipalities to ensure a consistent set of standards for managing stormwater designs and submissions.
- Reviewed with municipalities the status of current WECI projects (Lakeshore and Windsor) and pursued potential opportunities for future funding of WECI projects with municipalities(Amherstburg and Essex)

2020 Actions

- Coordinate regional Hazard Mapping Scoping and Prioritization program with Municipalities, City of Windsor and County of Essex
- Assist in the development of Shoreline Management Plans in Lakeshore, Leamington and continue to lead the Little River Hazard Mapping study at the request of the City of Windsor
- Work with partners to develop short- and long-term plans to address the existing and expected impacts to our region as a result of current and future water levels, flood and erosion hazards, and climate change.
- Explore opportunities to build Green Infrastructure Design Guidelines into Regional Stormwater Management Guidelines.
- Work with Kingsville to ensure Greenhouse policies and greenhouse developments address stormwater and drainage as part of the overall municipal drainage scheme and watershe.

2020 Pressures

- Increasing growth and development in the region.
- Increasing involvement and leadership of special studies with limited capacity

FLOOD MANAGEMENT

We recognize that protection of life and property from flooding and erosion hazards is dependent on natural system protection, restoration and remediation; and that development and redevelopment should contribute to the prevention, elimination, and reduction in risk from flooding, erosion, and slope instability.We follow the five pillars of flood management: prevention, mitigation, preparedness, response and recovery.

2019 Achievements

- ERCA hosted four High Water Information Workshops in Lakeshore, Windsor, Kingsville and LaSalle, to raise awareness of impacts of high water to 1,500 attendees
- Monitored 30 Climate Stations, including 18 within the City of Windsor. ERCA staff initiated discussions with Lakeshore and Essex regarding siting and integrating 6 additional stations.
- Met with Provincial Flood Advisor, and participated in SW Ontario Regional CAOs meetings regarding flood management, flood protection and emergency response. Flood Advisor's report includes recommendation that ERCA and Lower Thames Valley CA work with Windsor-Essex municipalities, Chatham-Kent, Province and Federal Government to develop a short- and long-term plan to address flooding and shoreline/infrastructure issues in Lake Erie/Lake St. Clair/Detroit River.

2020 Actions

- Implement upgrades and expansions to the Essex Region Watershed Monitoring network including ERCA and municipal Climate Stations to assist in providing flood response, monitoring and reporting
- Further refinement of the ERCA Flood Contingency Plan to include additional flood forecasting stations and additional weather and lake level sources.
- Mentor junior staff on systems operations and train on advisory roles

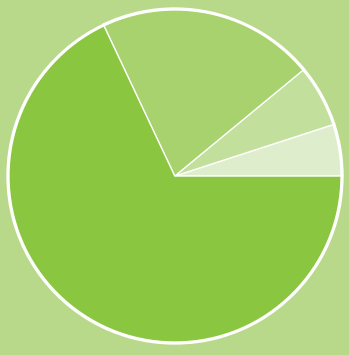
2020 Pressures

- All-time Record High Water Levels for Lake Erie and Lake St. Clair (and Detroit River). As a result of high water levels, since the beginning of 2019, Essex Region was under Watershed Condition (48 days)/ Flood Watch (147 days) or Flood Warning (25 days) more than days with no warning in effect. Extreme weather events increases pressure on staff and resources. This is expected to continue in 2020.
- Change in winter weather patterns means more rains/less snow, likely to continue with more early to mid-winter floods, loss of ice cover, and erosion.
- Provincial funding for ERCA's Section 39 Eligible Natural Hazard Management Grant (flooding and erosion programs), which has been $202,000 since the mid 1990s, was reduced to $104,000 in 2019. Despite CA appeals to not reduce or eliminate any further transfer payments, continued funding is uncertain.

Conservation Services

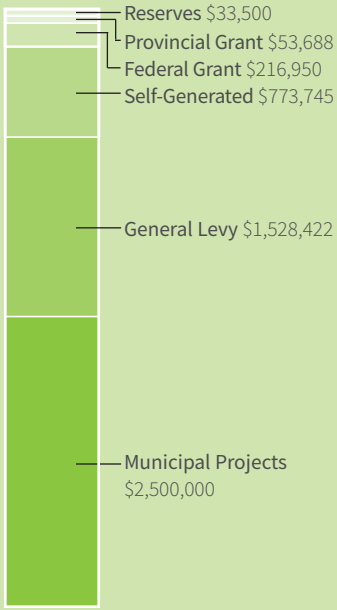
2020 Budget Summary

CONSERVATION SERVICES

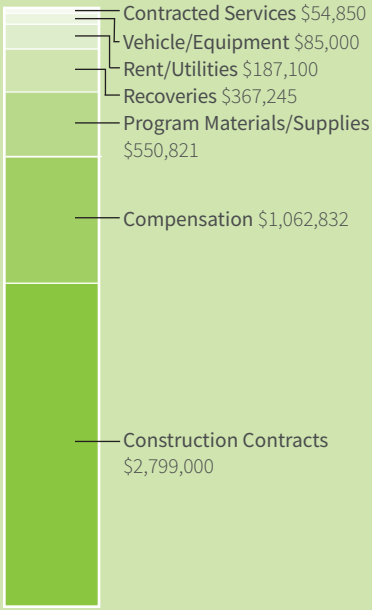


- CW~GS Restoration $3,449,820
- Public Conservation Areas $1,053,611
- Holiday Beach CA $296,150
- John R. Park Homestead $286,267

PROGRAM REVENUES: $5,106,305



PROGRAM EXPENSES: $5,106,848



The goals of ERCA's Conservation Services programs are to protect, restore, and manage natural heritage areas and systems within ERCA's watersheds. We do this through management of a system of Conservation lands, strategic and leveraged investment in land securement, and by identifying and implementing restoration projects.

Conservation Services are delivered through three programs:

- Public Conservation Areas
- Management of Natural Spaces
- Clean Water~Green Spaces Restoration

PUBLIC CONSERVATION AREAS

Since 1974, ERCA has been acquiring lands to ensure the protection and conservation of their significant natural and cultural heritage features. Our Conservation Areas ensure that valuable greenspace is protected and that recreational opportunities are provided in safe, well maintained natural settings so that our watershed residents can enjoy a high quality of life and build greater awareness and appreciation for the landscapes around them.

These goals, as well as support for regional trails and trail networks, were originally identified in ERCA's first program and policy recommendations for the same reasons as today. By allowing for the enjoyment of our properties, we generate grass roots support for environmental protection and cultural appreciation. As a result, many of our properties serve two functions - protection and recreation.

2019 Achievements

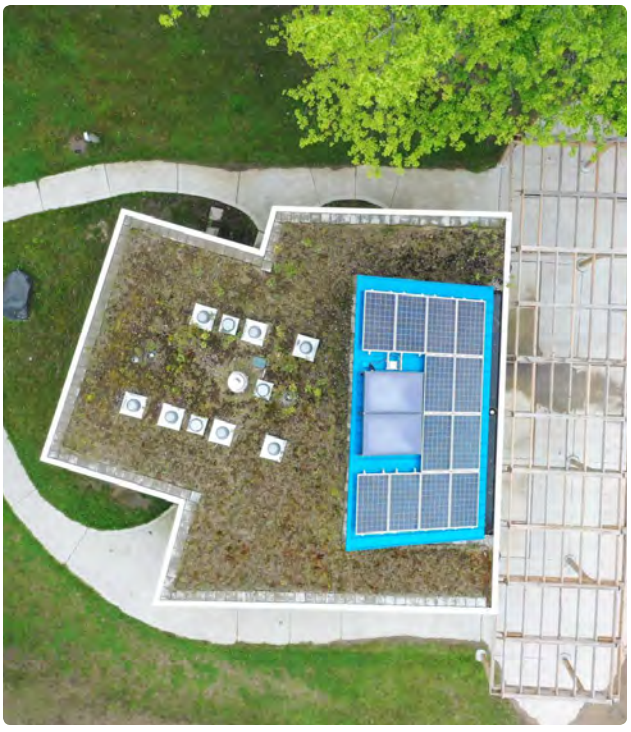
- Responded to high water and clean up after severe storm events at Holiday Beach that additionally required closure of Tremblay Beach CA, and areas within HBCA, HMCA and ERCA's Greenways. This included the removal of over 500 hazardous trees.
- Holiday Beach (30,000), John R. Park Homestead (18,000) and Hillman Marsh (8,000) visitors enjoyed the kinds of outdoor natural and cultural experiences known to contribute to community-wide health and well-being
- $432,000 investment in Conservation Areas resulted in new boardwalks and road resurfacing at Holiday Beach Conservation Area as well as the Enbridge Natural Playground and the University of Windsor Alumni Association Outdoor Classroom
- Undertook shoreline engineering study to identify options to protect the historic John R. Park Homestead buildings.

2020 Actions

- Construct new pedestrian bridge over a municipal drain on the Cypher Systems Group Greenway to improve trail safety and not impact aquatic habitat.
- Complete road, parking lot, and facilities improvements at Holiday Beach and develop and build a new single track cycling facility at Holiday Beach (with Amherstburg Community Foundation)
- Finalize design and construct new Heritage Centre and shoreline protection to protect the historic buildings at the John R. Park Homestead
- Continue to replace entrance signs and directional signs leading to our Conservation Areas and explore opportunities for new or leveraged investment in capital facilities and infrastructure

2020 Pressures

- New ERCF supported investment in Greenways along with increased visitation and use of conservation areas but available funds to support trail and conservation area operations has not kept pace
- Funding to maintain infrastructure to the levels recommended in Tangible Capital Asset Management Plan and infrastructure replacement reserve funds and consider new capital investment and programming to meet changes in visitor use and expectations.
- Unexpected costs related to increasingly unpredictable storm events and high water levels that are having significant financial implications related to clean up from storm and erosion damage (over $50,000 in 2019), and revenue losses due to flooded campgrounds and temporary closure of Conservation Areas
- Managing risk at CAs in light of increasing liability and costs to maintain lands



MANAGEMENT OF NATURAL SPACES

The Essex Region supports a higher diversity of plant and animal species than any other region in Canada, and sustains one of the highest concentrations of globally rare species in an area with some of the lowest percentage of natural cover in Canada. Our Conservation Areas are managed to protect this natural heritage, preserve human and cultural heritage, and support active and healthy living, outdoor education, and increase awareness and appreciation of our natural and cultural heritage.

2019 Achievements

- Completion of the Collavino Wetland controlled water wetland project
- Finalized the Peche Island permitting processes with regulatory agencies
- Initiated the Cedar Creek Management plan
- Continued control of invasive species at Spring Garden Natural Area

2020 Actions

- Complete management plans for Cedar Creek and John R. Park Homestead
- Facilitate the donation of the Collavino wetland to ERCA and the initiation of a management plan to allow the public to enjoy this site
- Initiate the construction of the Peche Island erosion protection and fish habitat project with partners (City of Windsor, SwimDrinkFish, Environment Canada)
- Continue to explore opportunities for new or leveraged investment in natural resource management
- Complete the Peche Island Habitat/Shoreline, and Canard River wetland projects

2020 Pressures

- Invasive species continue to threaten our natural spaces and the work we do to restore our natural spaces. The cost to control invasive species such as Phragmites continues to grow
- ERCA has limited resources to undertake compliance of our regulations in natural areas to deal with issues such as poaching
- Erosion of our natural coastlines continues to deplete unique habitat and species
- Detroit River AOC funding is uncertain after 2020

CLEAN WATER~GREEN SPACES RESTORATION

Of all the Great Lakes, the western basin of Lake Erie is exposed to the greatest stress due to urbanization, industrialization, and rural land use and is exhibiting signs of degradation including nutrient and phosphorus enrichment, the emergence of harmful algal blooms, and other water quality issues that impact aquatic habitat, drinking water, and ultimately the health and economy of the Essex Region. These challenges are inter-related, and solutions must be as well.

ERCA's Clean Water ~ Green Spaces (CW~GS) program was designed to address two of ERCA's highest priorities; protecting and enhancing water quality, and protecting and restoring natural areas by providing local funding to leverage support from provincial, federal, landowner and other partners to collectively improve water quality and enhance protection and restoration of natural areas. We leverage local funding through this program to support land securement, restoration (stream/drain, natural channel design, shoreline and fish habitat improvement, prairie/forest/wetland) soil and water actions such as providing in-field and in-stream conservation planning and delivery of agricultural stewardship, demonstrating innovative water and soil conservation (e.g. demonstration farm/projects) are included in Watershed Research Services.

2019 Achievements

- ERCA planted almost 60,000 trees on public and private lands, creating an additional 13.5 hectares (35 acres) of new canopy and monitored 50 restoration sites showing 85% tree survival rates
- Continued monitoring of Oak Wilt Disease
- Represented our region on the Forest Gene Conservation Association Board of Directors which is creating a forest focused climate change adaptation plan for the Essex Region

2020 Actions

- Work with municipalities to develop a report related to Habitat Compensation/Mitigation, and opportunities for implementation of Essex Region Natural Heritage System Strategy
- Continue to target high priority restoration sites to help meet our goal of 12% natural area cover
- Plant 28 hectares of new forest and plant 80,000 trees
- Research and provide a report regarding carbon sequestration related to restoration efforts

2020 Pressures

- Cuts to the 50 Million Tree Program may have led to a shortage of trees from nurseries across Ontario
- Barriers to restoration makes it increasingly difficult to secure landowner projects, for instance, restoration of agricultural lands removes land from agriculture designation, resulting in higher taxes, makes it increasingly challenging to implement private landowner projects. Opportunity for municipalities to offset increased taxes through incentives or other tax benefits to support restoration efforts.
- 2019 Spring season was significantly impacted by weather resulting in many projects being postponed or abandoned. Continued above average spring rain will have an impact on the number of projects ERCA is able to achieve each year.
- Increasing changes (budget reductions or geographic priorities) to federal and provincial restoration grant opportunities is making it very challenging to match CW~GS restoration and acquisition leveraging opportunities.

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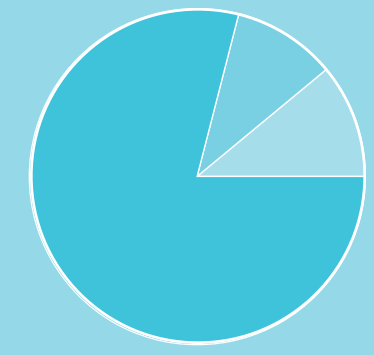
Watershed Research Services

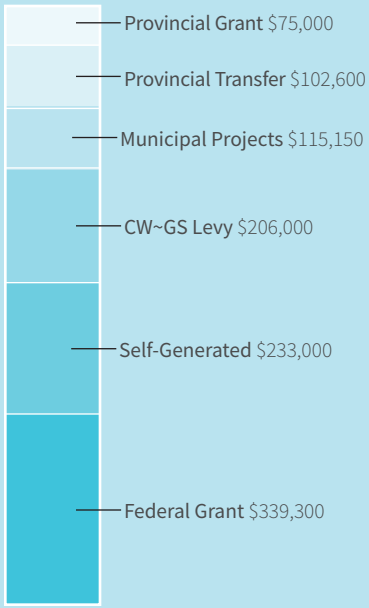
2020 Budget Summary

WATERSHED RESEARCH SERVICES

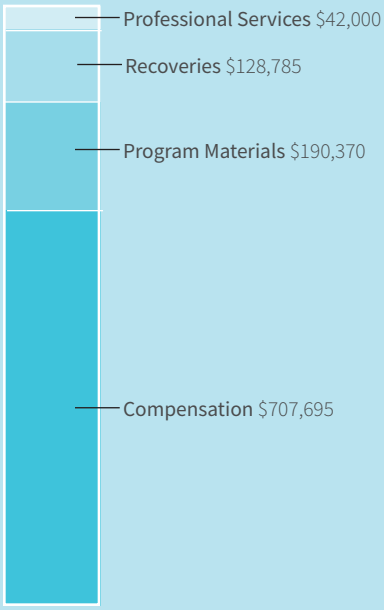


- Watershed Science $850,950
- Source Water Protection $102,600
- Climate Change $117,500

PROGRAM REVENUES: $1,071,050



PROGRAM EXPENSES: $1,068,850



ERCA's Watershed Research Services programs aim to protect our local watercourses and sources of drinking water through increased uptake up of agricultural Best Management Practices, enhanced monitoring and policy implementation. We have strengthened our relationship with the University of Windsor, and are active participants in several ongoing research programs that will improve our understanding and allow us to tailor solutions that are best suited to our unique ecosystem.

Watershed Research Services are delivered through three programs:

- Source Water Protectoin
- Watershed Science
- Climate Change

SOURCE WATER PROTECTION

Administered under the Clean Water Act, the watershed-based Source Protection Program is the first step in a multi-barrier approach to protect drinking water. It complements municipal water treatment and supports sound land use planning decisions. ERCA, and other conservation authorities, have designated responsibilities under the Clean Water Act to work closely with stakeholders to ensure that our sources of municipal drinking water are safe and abundant.

2019 Achievements

- Began required updates to the Essex Region Source Protection Plan and Assessment Report to ensure that our sources of drinking water are protected using the most current information available
- Worked with municipal and provincial implementing bodies to implement 50 policies designed to protect our sources of drinking water
- Completed 28 Risk Management Plans to address Significant Drinking Water Threats on behalf of municipalities

2020 Actions

- 45 Risk Management Plans to address Significant Drinking Water Threats on behalf of municipalities to be completed in 2020
- Continue updates to the Essex Region Source Protection, Section 36 Assessment Report and Annual Report.

2020 Pressures

- Source Water Protection identified as a Mandatory Program and Service in the Conservation Authorities Act, though continued funding remains uncertain

WATERSHED SCIENCE

Healthy watersheds are key element to the Place for Life. Our ability to track and report on changes to our watersheds and share that knowledge helps assess and understand current health and emerging trends as a basis for setting environmental management priorities, identify research gaps, and manage, protect or enhance watershed resources. ERCA undertakes its watershed science programs through partnerships with the Provincial Water Quality Monitoring Network, Ontario Benthos Biomonitoring Network and the Provincial Groundwater Monitoring Network. We also work with GLIER at the University of Windsor, Soil and Crop Associations and industry to encourage and monitor environmentally sustainable farming practices, and to support environmental stewardship, knowledge transfer, CW~GS incentive grants and collaborations.

2019 Achievements

- Monitored surface water quality at 50 sites and groundwater quality at 8 sites around the region. In total, ERCA staff collected more than 2,500 water quality samples to evaluate watershed health
- Monitored phosphorous levels getting into Lake Erie at the innovative 10 acre University of Windsor Alumni Association Wetland at Hillman Marsh with University of Windsor Biochemistry department.
- Initiated development of a Phosphorous Management Plan with support from Environment and Climate Change Canada
- Completed over 25 agricultural best management (e.g. cover crops, nutrient management plans, buffer strips) on over 500 hectares of land with support from Environment and Climate Change Canada as part of the implementation of the Lake Erie Action Plan.

2020 Actions

- Continue development of a regional Phosphorus Management Plan and calculation of phosphorous loading in Leamington tributaries
- Expand water quality monitoring program with support from the OSCIA through the ONFarm program and MECP.
- Initiate a new partnership with Agriculture Canada as part of Canada's Living Lab program
- Develop and implement over 50 nutrient and soil health projects with the farming community.

2020 Pressures

- Collection of the environmental data, analysis and calculation of the phosphorus concentrations to Lake Erie and the Leamington Tributaries are supported through provincial funding under the Canada-Ontario Agreement (COA). The continuation of this funding is uncertain after October 2020
- Traditional Environment Canada and Ministry of Agriculture and Rural Affairs funding to further applied research and innovative projects related to water quality has ceased

CLIMATE CHANGE

The Essex Region has experienced the impacts of changes to our landscapes over the last decade. We are experiencing hotter summers, warming Great Lakes, rising lake levels, warmer winters, increased rain events and more frequent, severe storms. These changes affect every part of our lives. While efforts to slow this change must continue, we also need to help our region adapt to its impacts. To most efficiently and effectively undertake and advance this, we need to work together to improve knowledge and advance the understanding of climate change, identify risks and vulnerabilities, enhance regional preparedness; and gaps in knowledge; policy and programming related to terrestrial, aquatic and nearshore systems, infrastructure, water quality and quantity, agriculture and communities in the Essex Region.

2019 Achievements

- Initiated the Windsor Essex Climate Change Collaborative (WEC3), which includes sector-based Implementation Teams, including Human Health, the Built Environment, Natural Hazards, Agriculture, Nature & Ecosystems, and Energy. Developed a framework for assessing impacts for these sectors.
- Secured funding and commitments from Ministry of Energy, Northern Development and Mines, County of Essex and municipalities for a county-wide Community Energy Plan to help advance regional priorities around energy conservation to achieve lower emissions.
- Created a Climate Change Communications Strategy to help stakeholders at all levels understand local impacts of climate change and actions that can be taken toward mitigation and adaptation
- Hosted municipal Climate Action Symposium with University of Windsor

2020 Actions

- Host a 2020 WEC3 workshop series, which will include sessions such as Corporate Energy Planning, Asset Management, and Stormwater Financing, to help municipalities prepare and plan for climate change.
- Initiate County-wide Community Energy Plan with County of Essex, county municipalities, residents and industry.
- Sector engagement by framework, with focus on Nature & Ecosystems and Agriculture.
- Continue to develop outreach and education actions on climate mitigation and adaptation

2020 Pressures

- As awareness increases, there may be an increased interest and requests for support from agencies and municipalities
- Increased demand for education and outreach (general) and public consultation (for the CEP)
- Capacity issues with need to support development of Climate Change Plan and County Municipal Energy Plan with municipalities and partners

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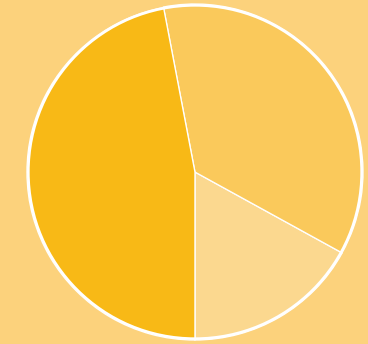
Community Outreach Services

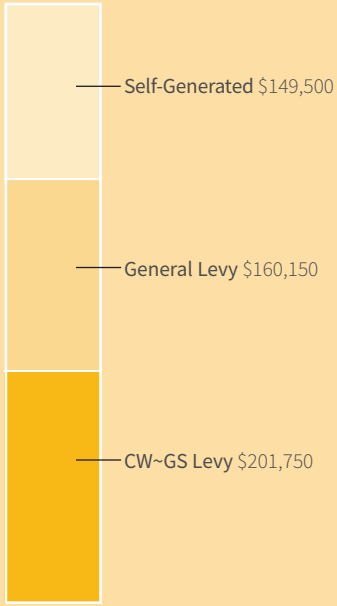
2020 Budget Summary

COMMUNITY OUTREACH SERVICES

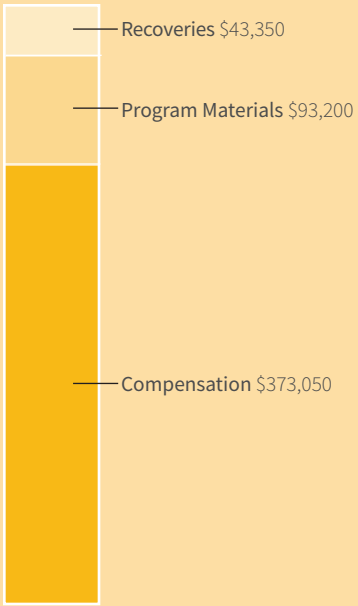


- Outreach and Engagement $239,950
- Communications $186,050
- Outdoor Education $85,300

PROGRAM REVENUES: $511,400



PROGRAM EXPENSES: $509,600



Community Outreach Services are critical to engaging regional partners in conservation practices toward climate action and a sustainable environment. Communications and outreach services support all business units of the Authority, including engaging landowners in conservation practices, educating students of all ages about environmental sustainability, promotion of and engagement in tree planting and restoration, connecting people to nature through a variety of programs and events, identifying the value of natural connections to our health, and communicating broadly with stakeholder groups.

Community Outreach Services are delivered through three programs:

- Outdoor Education
- Outreach and Engagement
- Communications

OUTDOOR EDUCATION

There is a significant body of research-based evidence surrounding the value of outdoor learning experiences. There is also increasing demand within the education sector for programs and services that focus on environmental issues that are important today. ERCA's Outdoor Education programs provide experiential and engaging environmental programs and services for kindergarten to grade 12 students and teachers, meeting the objectives of the provincial curriculum.

2019 Achievements

- Provided curriculum-based outdoor education for nearly 15,000 students, including delivery of Special High Skills Major Certifications
- Expanded French-language human and natural heritage history programs, and introduced a new interpretive Monarch Life Cycle education program
- Introduced new Indigenous Education program which was profiled amongst Conservation Authority educations across the Province.

2020 Actions

- Scaling up the pilot Indigenous Education Program to all school boards in partnership with local First Nations
- Expand school-based program offerings during shoulder season to broaden impact while responding to increasing bussing cost pressures.

2020 Pressures

- Costs of bussing costs makes travel to conservation areas to access our outdoor education programs difficult for some schools – usually the schools who would derive the most benefit from these programs due to geographic and socio-economic conditions.
- Aging facilities and accessibility issues remain at Hillman and Holiday Beach
- Uncertainty surrounding provincial support for operations of JRPH as a community museum

OUTREACH AND ENGAGEMENT

Community programming (tree planting, cleanups, native gardens, workshops, events, tours, etc.) provides unique grass-roots learning opportunities for residents, stakeholders such as farmers, developers and others to engage in initiatives that promote sustainable communities, increase awareness of our impact on our landscape, inspire stewardship action, and connect people to our landscapes and the health of our watersheds.

2019 Achievements

- 32 outreach events engaged more than 4,200 regional residents in conservation programs and activities, including creating the Rotary Legacy Forest, the Solcz Family Foundation Forest, and Climate Action Symposium
- Enhanced Citizen Science Programs included Project Purple, Seed Collection, Garlic Mustard Pulls and Tree Monitoring and Assessment
- Youth Engagement Ambassador (YEA) Team and How-To Crews were revitalized, providing community volunteers with an advanced level of training to assist with proper tree planting techniques during large scale outreach events

2020 Actions

- Undertake a comprehensive cross-sectoral engagement review and develop strategies to meet gaps
- Continued enhancements to Citizen Science programs to meet regional environmental objectives
- Continue to streamline schoolyard greening and corporate engagement events
- Continue to improve nature and heritage event implementation to engage more participants

2020 Pressures

- Uncertainties around shared funding supports with Detroit River Canadian Cleanup
- Increasing requests for engagement opportunities and delivery of donor-related opportunities compete for capacity due to shared position
- Increased need for seed collection capacity support during fall outreach season

COMMUNICATIONS

Corporate Communications provides strategic guidance, tools and tactics designed to inform, inspire, influence and motivate municipal, provincial, federal partners, stakeholders and people of all ages in our watershed communities to take action towards creating a sustainable environmental future for our region.

2019 Achievements

- Collaborated provincially on a communications strategy demonstrating the critical importance of Conservation Authorities in protecting the people of Ontario from the impacts of our changing climate.
- Implemented significant improvements to our digital media platforms to streamline customer service for a variety of business units, including permit applications
- Engaged 35 staff in Indigenous Relationship Building training to improve consultation, collaboration and partnerships with Indigenous communities

2020 Actions

- Develop metrics and tools to better evaluate engagement strategies and initiatives.
- Create the range of tools and implement actions identified in the Climate Change Communications Strategy for shared use amongst all municipalities.
- Continue to evaluate, innovate and implement improvements across our digital platforms for streamlined and enhanced customer service.

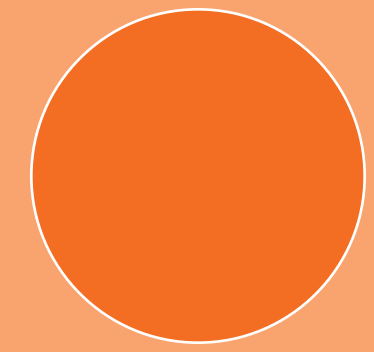
2020 Pressures

- Increasing demand for program-related Communications strategies and support from all service areas.
- Increasing demand for customer service and engagement through a growing number of platforms.
- Increasing requirements to meet AODA standards

Corporate Services

2020 Budget Summary

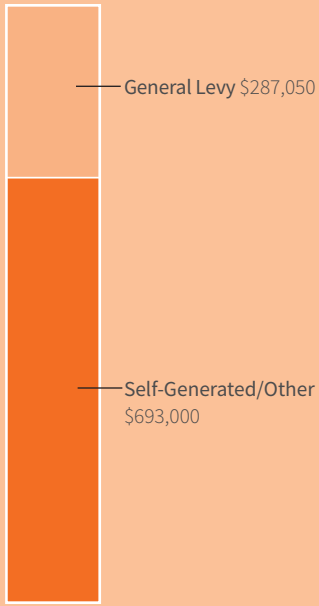
CORPORATE SERVICES



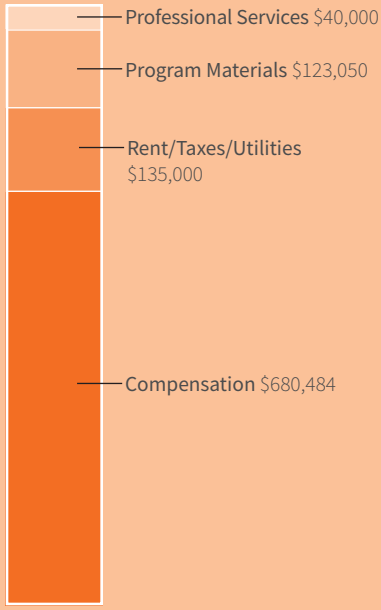
Corporate Services $978,534

ERCA's Corporate Administration, Financial Services, Human Resources and Information Management Systems are integrated within the Corporate Services budget.

PROGRAM REVENUES: $980,050



PROGRAM EXPENSES: $978,534



Corporate Services provides leadership and management in the delivery of services central to the successful functioning of the entire organization. Corporate services is an enabling servic.

Corporate Services supports the other Program areas in the organization through four program areas.

- Corporate Administration
- Financial Services
- Human Resources
- Information Management

CORPORATE ADMINISTRATION

ERCA's Corporate Administration office, led by the CAO, provides expert knowledge, strategic advice and recommendations to the Board of Directors with regard to policy, program and budget decisions. The CAO also provides operational leadership to ERCA staff, and influences processes, decisions and implementation with the goal of advancing our vision and mission and the objects of the Authority. Administration also ensures broad corporate compliance with multiple pieces of legislation.

2019 Achievements

- Implemented new comprehensive Corporate Administration By-Laws as legislated under the 2017 Amendments to the Conservation Authorities Act.
- Met with municipal, City and County CAOs to provide updates on shared initiatives, and identify opportunities for future partnerships

2020 Actions

- Consultation towards the development of new regulations pursuant to the Conservation Authorities Act to ensure CAs and municipalities can find the best local solutions to support community resilience
- Encourage the province to adopt a fourth mandatory program that helps to achieve the Made-in-Ontario Environmental Plan actions for clean water, climate change resiliency, and conserving land & greenspaces
- Continue to lead the Essex Region Conservation Foundation
- Cultivate partnerships/Municipal and Regional CAOs

2020 Pressures

- Changes in delivery of programs and services through Conservation Authorities Act, the identification of activites related to provincial and local programs and services and the development of municipal Agreements and transition periods uncertain.

FINANCIAL SERVICES

Solid financial management is the hallmark of strong and sustainable organizations. Understanding business processes and how they affect financial outcomes, along with the ability to make necessary changes successfully is paramount for a modern organization. ERCA's Financial Services group supports Conservation Authority and Foundation staff, members and programs through budgeting, financial controls, accounting, procurement, and administration of payroll and benefits to ensure financial accountability to municipalities, funding partners, senior levels of government and other stakeholders.

2019 Achievements

- implemented a number of mechanisms to ensure that its activities are transparent to member municipalities and watershed residents to ensure that program and services aligns well with the proposed provincial mandatory programs and services and with the expectations of our member municipalities
- Upgraded financial software

2020 Actions

- Finalize a comprehensive procurement policy to address changing needs and support fair and transparent procurement. Develop and implement an e-procurement tool to improve the internal workflow
- Update the asset management plan, with long term financial strategy, to ensure a sustainable approach to asset replacement
- Enhance focus on internal controls and business processes, to effect savings, minimize asset/resource losses and streamline operations.
- Develop new 5-Year Sustainability Plan to support initiatives identified in the Strategic Plan and to ensure that ERCA has the appropriate resources, managed in the most effective and efficient way, to support the watershed and its municipal members' requirements.
- Promote ways to create awareness and support the authority's financial pressures and sustainability goals through staff and board training and information sharing.

2020 Pressures

- Budget pressures to minimize the tax levy requirements from funding partners, while still achieving strategic plan activities

HUMAN RESOURCES

Responsible for the effective management of people in the organization through the provision of services such as staff recruitment, health and safety, diversity, inclusion and accessibility, employee learning and development, benefit and insurance administration and performance management. ERCA's HR program works within an increasingly complex environment and a need to reflect and respond to changes in legislation, regulation, and business practices and works with management and staff to create and maintain a healthy and supportive culture and build staff morale.

2019 Achievements

- Recruited and hired two permanent positions - Multimedia Specialist and Administrative Associate, Corporate Services and the DRCC Remedial Action Plan Coordinator (Special Grant Employee)
- Completed Employee Engagement Survey, identified and implemented actions including enhanced internal communications, formalized staff meeting schedules, and re-introduced and empowered internal Green Team
- Introduced Annual Work Plan/Performance Review and Professional Development standards for all staff and updated several key HR policies and related programs.

2020 Actions

- Develop a succession planning program to identify, develop and evaluate upcoming organizational needs
- Continue development of priority Policies and Procedures/Employee Handbook
- Develoip internship and volunteer program
- Refine employee/term/SGE onboarding/recruitment
- Finalize negotiations towards new Collective Agreement

2020 Pressures

- ERCA will need to replace key positions in the coming years. Succession planning and staff development are challenging with limited resources.
- Finding talent within a competitive environment
- Challenge with supporting needed organizational capacity in context of budget pressures and changes in programs and services and funding expectations

INFORMATION MANAGEMENT

Information Management is responsible for providing and managing secure, reliable and integrated information technology solutions in alignment with our business and strategic goals. ERCA has 40+ years of data and information collected through its programs and projects. This data is an important and valuable resource for ERCA and its University and research partners in helping to understand and address changes and challenges that our region faces.

2019 Achievements

- Updated Geocortex with 2019 Aerial photography in partnership with County of Essex and municipalities
- Acquired Lidar-derived DEM from Provincial open data source and corrected its vertical datum to CGVD28:78 to align with ERCA's operational datum.
- Installed Filehold enterprise-content-management software in preparation of beta-test records scanning.
- Optimized the new to make it more usable

2020 Actions

- Beta-test Filehold ECMS with finance records and permanent records of Watershed Management Services
- Launch an Open Data portal for public access to spatial data holdings.
- Launch a self-service purpose driven GeoCortex property explorer to aid landowners to determine if their property is subject to ERCA regulations.
- Additional servers to be migrated and virtualized (includes some server-based software to be upgraded). Other new virtual servers to be created as well.

2020 Pressures

- There has been a significant increase in provincial, municipal and public expectations for information, analysis tools, and predictive modeling
- The need for maintaining larger and more complex data holdings for continuing program support and analysis continues to increase
- As storage space requirements continue to grow, enterprise grade storage solution may be required

Summary

Capital and Operational Reserves

The 2020Budget includes the continued management of the following reserve accounts (see attached Reserves Schedule).

Infrastructure Replacement

The Infrastructure Replacement reserve provides for expenses associated with the replacement or rehabilitation of existing capital infrastructure as well as specific new assets, when restricted donor or grants are available.

For 2020, the infrastructure budget accounts for a $250,000 transfer to the infrastructure reserve, $10,000 in anticipated interest revenues and $14,250 in transfers from the Foundation, relating to multi-year funding agreements. The 2020 capital plan directs significant investment in Holiday Beach infrastructure, and the John R. Park Homestead consistent with the asset management plan (AMP) but also incorporates new assets, funded entirely from funds raised by the Foundation. Specifically, the proposed $1,452,000 of capital investments for 2020, are as follows:

- **John R. Park Homestead Break Wall reconstruction ($250,000).** With the record high water levels seen in Lake Erie this year in combination with expected deterioration, the John R. Park Homestead will be upgrading its break wall to ensure the ongoing and long term protection of this historic site. The project will also include some safe public access areas and seating for the public to enjoy a view of the lake. Administration will also be making a Water Erosion Control Infrastructure (WECI) application to extend the shoreline protection to the mouth of Fox Creek.
- **John R. Park Homestead Heritage Centre ($691,000)**. ERCA received $600,000 for construction of a new Heritage Centre to meet demands of its outdoor education program that its existing 40-year old facility (a converted grain barn) does not provide. The facility will also serve as a welcoming/ tourism space with adequate washroom facilities and office spaces to improve student and visitor experiences. The ERCF has launched a campaign to match funding received from the Federal Grant. Architects were hired in 2019 and construction is to be completed by December 2020.
- **Holiday Beach Conservation Area Workshop ($300,000)**. A new workshop was scheduled to be built in 2019; however, the tendered prices were not within our budget. ERCA is now working with an engineering firm to reduce the construction fees. The new building will most likely involve a complete renovation of the existing building instead of building in a new location, which will substantially reduce servicing costs and reduce our environmental footprint by reusing building materials.
- **Holiday Beach Playground and Classroom ($35,000)**. ERCA in partnership with our Foundation has begun the construction of the Enbridge Natural Playground and the University of Windsor Alumni

Association Outdoor Classroom. Both of these projects will be competed and opened in spring 2020.

- **Holiday Beach Road and Parking Lot Resurfacing ($121,000)**. Phase 2 of resurfacing the roadways will be implemented in 2020. In addition to the roads receiving their final treatment, the parking areas that are currently closed to traffic due to their deteriorated condition will be upgraded and opened.
- **Greenway Bridge ($30,000)**. ERCA is working the Town of Essex through the *Drainage Act* process to building a pedestrian bridge over outer drain, which runs alongside the Town of Essex Sewage Treatment Plant. The new design will include a precast concrete slab and railing to span the drain instead of a traditional culvert. This will result in a crossing that does not interfere with drainage or remove habitat for aquatic species.
- **Conservation Area Signage ($15,000)**. Many of ERCA's entrance signs are beyond their useful lifespan and in need of replacement. In addition, there is a need to work with municipal partners to install replacement and new way finding signage so visitors can navigate to our conservation areas.

Operational Reserves

- **Revenue Stabilization** – As municipal levy accounts for slightly less than 40% of the Authority's 2020 operating expenses, the majority of revenues are from sources that may fluctuate in any given year due to economic conditions, changes in government agendas and mandates, and adverse weather. Given the instability surrounding Provincial commitments and transfer payment agreements, Administration is recommending a maintenance straegy to preserve existing balance of $178,000.
- **Suite, Network, Office Equipment & Furnishings** – to provide for expenses related to the Authority's office equipment and furnishings, computers, servers and related software in accordance with useful life and functionality. In keeping with board direction, funds from the sale of ERCA's share of the Civic Centre are now included in this reserve. This reserve will be utilized in 2020 to support the records digitization project (software/scanners) and hardware replacement,
- **Human Resources** – to buffer against potential WSIB/ NEER impacts, OMERS restatements, discretionary benefit fluctuations and unanticipated employment . No increase or utilization is proposed.
- **Legal & Insurance** – to buffer against unexpected insurance deductibles and claims below policy deductibles as well as unexpected legal expenses outside of the annual budget process. Replenishment of $50,000 is included as this reserve was depleted due to two wind events not covered by insurance.
- **Vehicle/Field Equipment Replacement** – Vehicle and equipment expenses are recovered from accounts with outside funding, through a usage rate system, but most usage is associated with servicing conservation areas and core operations. Administration will continue to manage ERCA's fleet and equipment in an environmentally responsible manner in keeping with Board direction, however the significant additional costs associated with a greener fleet contributes to budget pressures and with the elimination of a provincial rebate program, this policy may need to be revisited.
- **Historic Properties Preservation/Maintenance** – to provide for major expenses related to preservation and maintenance of two historic properties that are to be preserved in perpetuity, specifically the John R. Park Homestead and the Kingsville Train Station. Due to the infrastructure replacement and major repairs required at the Homestead, the annual allocation has been utilized for several budget cycles. The 2020 budget includes a provision for replacement of the Train Station windows.
- **Tree Warranty and Self-Insurance ($90,000 target achieved)** – to buffer against potential warranty claims for seedlings covered through the warranty program, and deterioration of seedlings related to weather related planting delays and which is cost prohibitive to insure.
- **Clean Water~Green Spaces Land Acquisition** ($1.2 million balance: $400,000 budgeted contribution in 2019 for an available total of $1.6 million) – to support land acquisition efforts in keeping with ERCA's Land Securement Strategy, and as leverage for lands acquired with support from partners including senior levels of government.
- **Capital Reserve.** The Sustainability Plan identified that beginning in 2018, ERCA needs to contribute $200,000 annually representing asset replacement values (historic cost basis) to fund capital reserves, consistent with the TCA report. Due to higher than anticipated costs for workshop replacement, an additional $50,000 is to be contributed.

	2020 Projected Reserves and Capital Plan										
	Capital Reserve	Revenue Stabiliza-tion	Grant Matching	Vehicle/ Equipment	Suite/ IT	Human Resources	Legal /Ins.	Historic Properties	Tree Warranty	Other Watersehd	Total Reserves
Opening Balance (01/01/2019)	$607,789	$177,342	$100,000	$88,787	$247,508	$22,280	$-	$54,374	$90,000	$47,857	**$1,435,937**
Transfers to Reserve	250,000	-	-	-	-	-	50,000	-	-		**300,000**
Interest	10,000										**10,000**
Repayments	14,250	-									**14,250**
Available Balance	$882,039	$177,342	$100,000	$88,787	$247,508	$22,280	$50,000	$54,374	$90,000	$47,857	**$1,760,187**
Reserve Fund Transfers											
HBCA Workshop	300,000										**300,000**
HBCA Roads	121,000										**121,000**
CSG Pedestrian Bridge	30,000										**30,000**
JRPH Shoreline	250,000										**250,000**
Capital R&M - Greenways	10,000										**10,000**
HBCA outdoor classroom	10,000										**10,000**
HBCA educational play-ground	25,000										**25,000**
Entry Signs	15,000										**15,000**
Train station windows								15,000			**15,000**
Vehicle/equip't replacement				18,500							**18,500**
Computers/software					9,000						**9,000**
Total Expenses	761,000	-	-	18,500	9,000	-	-	15,000	-	-	**803,500**
Projected Closing Balance	$121,039	$177,342	$100,000	$70,287	$238,508	$22,280	$50,000	$39,374	$90,000	$47,857	**$956,687**

Essex Region Conservation
the place for life

Essex Region Conservation Authority
sustaining the place for life

BUDGET WORKSHEETS

December 6, 2019

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
WATERSHED MANAGEMENT SERVICES				
WATERSHED PLANNING				
General Levy	208,580	66,180	94,180	78,480
Clean Water~Green Spaces Levy	-	54,400	54,400	48,500
Municipal Projects	-	-	4,100	2,180
Provincial Grants	-	61,763	16,659	65,221
Other Grants/User Fees/Recoveries	90,000	90,000	90,000	92,525
TOTAL REVENUES	**298,580**	**272,343**	**259,339**	**286,906**
Wages	250,000	241,500	245,100	251,667
Consulting	-	500	-	982
Supplies/Office/Janitorial	1,300	-	5,300	1,561
Vehicle/Travel/Equipment Usage	2,300	350	2,300	521
Corporate Support/Shared Services	38,000	33,000	38,500	35,568
Rent/Insurance/Tax/Utilities	4,000	4,000	4,000	3,500
Dues/Membership	1,000	900	1,600	876
Capital Maintenance/Low Value Assets	500	-	1,000	-
Small Miscellaneous	-	-	-	-
TOTAL EXPENSES	**297,100**	**280,250**	**297,800**	**294,675**
DEVELOPMENT SERVICES				
GeneraL Levy	234,915	229,915	229,915	185,995
Provincial Transfers	-	-	-	2,000
Other Grants/User Fees/Recoveries	546,000	450,000	548,000	459,321
TOTAL REVENUES	**780,915**	**679,915**	**777,915**	**647,317**
Wages	616,600	555,000	631,320	514,394
Consulting	1,000	2,000	2,600	3,237
Supplies/Office/Janitorial	16,000	10,100	17,140	21,789
Vehicle/Travel/Equipment Usage	19,000	14,000	19,000	16,691
Corporate Support/Shared Services	95,000	86,000	95,000	78,200
Rent/Insurance/Tax/Utilities	23,000	12,000	18,000	12,500
Dues/Membership	800	200	671	220
Audit and Legal	10,000	5,000	7,500	-
Capital Maintenance/Low Value Assets	1,000	-	3,200	-
Small Miscellaneous	-	-	-	-
TOTAL EXPENSES	**782,400**	**684,300**	**794,431**	**647,031**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
WATERSHED ENGINEERING				
General Levy	111,800	-	23,000	7,547
Clean Water~Green Spaces Levy	-	60,000	60,000	53,800
Municipal Projects	12,800	-	5,000	32,944
Provincial Grants	-	12,000	2,600	16,229
Transfers (To)/From Deferred Revenues	-	-	-	(666)
TOTAL REVENUES	124,600	72,000	90,600	109,854
Wages	104,000	85,000	88,000	62,183
Consulting	-	-	-	33,677
Supplies/Office/Janitorial	2,550	1,650	3,650	1,830
Vehicle/Travel/Equipment Usage	1,700	1,000	1,700	2,104
Corporate Support/Shared Services	15,800	8,790	12,000	9,502
Dues/Membership	560	560	560	560
Small Miscellaneous	-	-	-	-
TOTAL EXPENSES	**124,610**	**97,000**	**105,910**	**109,856**
FLOOD FORECASTING & WARNING				
GeneraL Levy	148,000	128,500	130,500	164,257
Provincial Transfers	104,417	128,500	108,870	120,814
Other Grants/User Fees/Recoveries	-	-	-	(31,765)
TOTAL REVENUES	**252,417**	**257,000**	**239,370**	**253,306**
Wages	165,500	173,500	166,050	167,908
Consulting	33,000	31,300	32,800	32,521
Supplies/Office/Janitorial	6,975	7,550	9,175	10,856
Vehicle/Travel/Equipment Usage	6,000	6,650	6,000	4,036
Corporate Support/Shared Services	32,000	30,000	32,000	31,000
Rent/Insurance/Tax/Utilities	9,000	8,000	9,000	7,000
Small Miscellaneous	-	-	-	-
TOTAL EXPENSES	**252,475**	**257,000**	**255,025**	**253,321**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
WECI/MUNICIPAL WATER AND EROSION CONTROL INFRASTRUCTURE PROJECTS				
Municipal Projects	-	300,000	763	2,613,160
Provincial Grants	-	-	-	21,500
Transfers (To)/From Deferred Revenues	-	-	6,000	78,188
TOTAL REVENUES	**-**	**300,000**	**6,763**	**2,712,847**
Wages	-	5,000	713	13,731
Consulting	-	-	6,000	41,232
Construuction	-	293,000	-	2,650,202
Travel/Vehicle/Administration/Overhead	-	2,000	-	9,081
TOTAL EXPENSES	**-**	**300,000**	**6,713**	**2,714,246**

WATERSHED MANAGEMENT SERVICES

REVENUES

General Levy	703,295	424,595	477,595	436,280
Clean Water~Green Spaces Levy	-	114,400	114,400	102,300
Municipal Projects	12,800	300,000	9,863	2,648,283
Provincial Transfer	104,417	202,263	128,129	225,763
Federal Projects	-	-	-	-
Other Grants/User Fees	636,000	540,000	638,000	520,081
In-Kind	-	-	-	-
Transfers (To)/From Deferred Revenues and Reserves	-	-	6,000	77,522
TOTAL REVENUES	**1,456,512**	**1,581,258**	**1,373,987**	**4,010,230**
TOTAL EXPENSES	**#REF!**	**#REF!**	**#REF!**	**#REF!**
SURPLUS/(DEFICIT)	**(73)**	**(37,292)**	**(85,892)**	**(8,900)**

CONSERVATION SERVICES

GENERAL PROGRAM/LAND MANAGEMENT, OPERATIONS, AND DEVELOPMENT

General Levy	133,100	141,000	141,000	141,000
Other Grants/User Fees	-	-	-	36
TOTAL REVENUE	133,100	141,000	141,000	141,036
Wages	111,000	127,600	114,000	125,032
Supplies/Office/Janitorial	3,100	2,700	2,500	4,103
Vehicle/Travel/Equipment usage	1,000	1,500	1,000	1,150
Corporate Support/Shared Services	18,000	20,000	18,000	18,500
TOTAL EXPENSES	**133,100**	**151,800**	**135,500**	**148,786**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
LAND SECUREMENT/MANAGEMENT PLANNING				
Clean Water~Green Spaces Levy	420,780	589,600	589,600	463,600
Other	-	-	25,000	550,000
Transfers (To)/From Deferred Revenues	(399,780)	(567,600)	(597,000)	(421,378)
TOTAL REVENUE	**21,000**	**22,000**	**17,600**	**592,222**
Wages	12,500	7,500	7,000	19,023
Legal, Surveying, Consulting	6,500	12,500	8,600	19,245
Supplies/Office/Janitorial	-	-	-	322
Corporate Support/Shared Services	2,000	2,000	2,000	3,600
TOTAL EXPENSES	**21,000**	**22,000**	**17,600**	**42,190**
TREE PLANTING AND RESTORATION				
Clean Water~Green Spaces Levy	160,000	160,000	160,000	110,000
Provincial Grants	30,000	35,000	15,000	125,476
Federal Grants	50,000	210,000	30,000	488,383
Other Grants/User Fees	185,000	317,163	197,867	361,650
In-Kind	13,000	3,500	13,000	3,444
Transfers (To)/From Deferred Revenues	165,000	120,000	178,000	(140,000)
TOTAL REVENUES	**603,000**	**845,663**	**593,867**	**948,952**
Wages	280,220	357,000	251,086	330,472
Construction	-	-	20,000	125,418
Engineering/Consulting/Sub-Contracting	2,400	31,500	2,400	38,296
Supplies/Office/Janitorial	16,600	38,000	18,600	32,110
Vehicle/Travel/Equipment Usage	35,500	64,200	52,000	59,996
Plant Materials/Landowner Grants	187,100	275,750	163,100	268,638
Corporate Services/Shared Services	60,000	70,000	65,000	69,500
Rent/Insurance/Tax/Utilities	7,000	5,500	7,000	7,000
In Kind Services/Supplies	13,000	3,500	13,000	3,444
Capital Maintenance/Low Value Assets	1,000	-	1,000	1,435
Small Miscellaneous	-	-	400	289
TOTAL EXPENSES	**602,820**	**845,450**	**593,586**	**936,598**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
SPECIAL GRANT RESTORATION PROJECTS				
Municipal Projects	2,500,000	-	-	-
Federal Grants	139,000	350,000	223,100	514,895
Other Grants/User Fees	-	294,000	328,750	390,368
Transfers (To)/From Deferred Revenues	208,000	-	(94,000)	(113,150)
TOTAL REVENUES	**2,847,000**	**644,000**	**457,850**	**792,113**
Wages	23,000	71,000	125,573	164,415
Construction	2,789,000	470,000	188,500	447,706
Engineering/Consulting/Sub-Contracting	24,000	80,000	66,305	24,015
Supplies/Office/Janitorial	-	1,000	12,876	31,339
Vehicle/Travel/Equipment Usage	-	9,500	29,760	34,227
Plant Materials/Landowner Grants	-	-	-	23,000
Corporate Services/Shared Services	11,000	10,000	30,250	37,500
Rent/Insurance/Tax/Utilities	-	500	-	1,000
Capital Maintenance/Low Value Assets	-	2,000	1,000	2,452
Small Miscellaneous	-	-	-	6,646
TOTAL EXPENSES	**2,847,000**	**644,000**	**454,264**	**772,302**
GENERAL CONSERVATION AREAS (16 active maintenance sites /2 greenways)				
General Levy	553,642	471,742	471,742	442,019
Federal Grants	34,750	36,600	36,240	39,267
Other Grants/User Fees	105,310	125,100	114,590	117,439
Transfers (To)/From Deferred Revenues	-	-	6,994	-
Transfers (To)/From Reserves	15,000	(7,000)	(7,000)	(18,000)
TOTAL REVENUES	708,702	626,442	622,566	580,724
Wages	296,660	272,150	251,511	218,845
Construction	-	-	6,900	557
Engineering/Consulting/Sub-Contracting	15,500	1,000	18,500	5,373
Supplies/Office/Janitorial	49,706	50,850	49,996	64,712
Vehicle/Travel/Equipment Usage	83,463	95,000	86,313	97,390
Plant Materials/Landowner Grants	9,500	35,000	2,200	12,258
Corporate Services/Shared Services	79,932	70,050	77,880	70,571
Rent/Insurance/Tax/Utilities	126,450	88,350	125,450	92,415
Audit and Legal	2,050	-	1,300	-
Capital Maintenance/Low Value Assets	44,800	25,500	29,750	33,406
Small Miscellaneous	750	-	1,250	1,088
TOTAL EXPENSES	**708,811**	**637,900**	**651,050**	**596,615**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
HOLIDAY BEACH CONSERVATION AREA				
General Levy	60,300	96,680	96,680	96,680
Other Grants/User Fees	235,850	228,850	220,000	243,009
Fund Transfers	-	2,450	4,000	2,100
Transfers (To)/From Reserves	-	(12,000)	(12,000)	(31,000)
TOTAL REVENUES	**296,150**	**315,980**	**308,680**	**310,789**
Wages	147,500	144,200	162,693	142,987
Engineering/Consulting/Sub-Contracting	2,500	2,800	2,700	3,845
Supplies/Office/Janitorial	43,100	39,200	41,350	52,059
Vehicle/Travel/Equipment Usage	15,600	22,500	15,100	16,472
Corporate Services/Shared Services	29,000	30,000	30,000	22,000
Rent/Insurance/Tax/Utilities	36,950	31,500	38,950	35,065
Major Maintenance/Roads/Vegetation	21,500	26,500	23,450	34,298
Small Miscellaneous	-	200	-	706
TOTAL EXPENSES	**296,150**	**296,900**	**314,243**	**307,432**
JOHN R PARK HOMESTEAD				
General Levy	114,130	160,000	160,000	160,000
Clean Water~Green Spaces Levy	61,470	-	-	-
Provincial Grants	23,688	23,688	-	23,688
Federal Grants	-	-	-	-
Other Grants/User Fees	86,900	91,400	113,481	103,319
Transfers (To)/From Reserves	-	-	-	(10,000)
TOTAL REVENUES	**286,188**	**275,088**	**273,481**	**277,007**
Wages	191,952	194,600	190,229	177,540
Construction	10,000	17,500	17,500	12,564
Engineering/Consulting/Sub-Contracting	1,900	-	1,811	4,823
Supplies/Office/Janitorial	31,765	24,950	34,460	26,771
Vehicle/Travel/Equipment Usage	3,750	1,550	3,575	4,140
Plant Material/Landowner Grants	-	-	-	1,908
Corporate Services/Shared Services	28,000	25,000	25,000	20,000
Rent/Insurance/Tax/Utilities	16,700	19,300	15,700	19,340
Capital Maintenance/Low Value Assets	1,500	500	3,000	4,452
Small Miscellaneous	700	200	319	1,150
TOTAL EXPENSES	**286,267**	**283,600**	**291,594**	**272,688**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
CAPITAL OR MAJOR MAINTENANCE/IMPROVEMENT PROJECTS				
Clean Water~Green Spaces Levy	-	-	-	60,000
Federal Grants	591,000	-	9,000	63,000
Other Grants/User Fees	114,250	140,885	316,620	51,825
Transfers (To)/From Reserves	746,750	434,115	97,450	334,669
TOTAL REVENUES	**1,452,000**	**575,000**	**423,070**	**509,494**
Wages	20,000	35,000	40,066	2,135
Lands and Construction	1,306,000	495,000	223,070	35,165
Engineering/Consulting/Sub-Contracting	95,000	25,000	96,300	2,400
Supplies/Office/Janitorial	10,000	-	26,016	-
Vehicle/Travel/Equipment Usage	-	-	10,650	12,817
Corporate Services/Shared Services	6,000	4,000	8,600	17,425
Audit and Legal	-	-	2,500	-
Capital Maintenance/Low Value Assets	15,000	16,000	16,000	5,854
Small Miscellaneous	-	-	-	-
TOTAL EXPENSES	**1,452,000**	**575,000**	**423,202**	**75,797**
FLEET & FIELD EQUIPMENT				
General Levy	25,000	-	-	-
Other Grants/User Fees	167,665	199,000	217,500	227,916
Transfers (To)/From Reserves	18,500	-	(43,000)	15,000
TOTAL REVENUES	**211,165**	**199,000**	**174,500**	**242,916**
Maintenance/Repairs	66,500	65,700	65,500	77,842
Fuel	35,000	36,500	30,500	39,462
Licenses/Miscellaneous/Small Tools	24,700	19,150	15,750	21,535
Amortization	85,000	83,000	85,000	86,281
TOTAL EXPENSES	**211,200**	**204,350**	**196,750**	**225,120**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
WATERSHED RESEARCH				
WATERSHED SCIENCE				
General Levy	-	47,000	47,000	47,000
Clean Water~Green Spaces Levy	156,000	126,000	126,000	100,000
Municipal Projects	69,650	65,750	72,445	38,398
Provincial Grants	75,000	72,500	20,000	184,050
Federal Grants	332,500	177,681	179,200	423,394
Other Grants/User Fees	233,000	15,700	32,500	33,090
In-Kind	-	16,000	25,000	454
Transfers (To)/From Deferred Revenues	(15,200)	184,150	169,400	(17,528)
TOTAL REVENUES	850,950	704,781	671,545	808,859
Wages	521,695	410,795	368,754	417,364
Consulting/Sub-Consulting	42,000	17,000	27,528	62,069
Supplies/Office/Janitorial	40,470	30,350	16,714	47,874
Vehicle/Travel/Equipment Usage	20,515	14,700	20,503	26,581
Plant Material/Landowner Grants	144,000	139,886	138,687	89,107
Corporate Services/Shared Services	80,770	72,400	66,842	75,030
Rent/Insurance/Tax/Utilities	1,100	3,300	2,500	1,950
Dues/Memberships	300	400	4,300	639
In-Kind Services and Supplies	-	16,000	25,000	454
Audit and Legal	-	-	-	1,139
Technical Equipment	100	-	100	88,713
TOTAL EXPENSES	850,950	704,831	671,265	811,098
DRINKING WATER SOURCE PROTECTION PROGRAM				
Provincial Transfer	102,600	103,350	87,097	92,752
Transfers (To)/From Deferred Revenues	-	18,000	23,196	25,346
TOTAL REVENUES	102,600	121,350	110,293	118,098
Wages	86,500	103,000	87,100	89,585
Supplies/Office/Janitorial	-	3,950	2,850	6,272
Vehicle/Travel/Equipment Usage	-	1,800	243	1,816
Corporate Services/Shared Services	12,000	9,000	13,000	13,750
Rent/Insurance/Tax/Utilities	1,100	1,100	1,100	1,100
Per Diems/Miscellaneous	3,000	2,500	6,000	5,575
TOTAL EXPENSES	102,600	121,350	110,293	118,098

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
WINDSOR ESSEX CLIMATE CHANGE CONSORTIUM (WEC3)				
General Levy	-	50,000	50,000	-
Clean Water~Green Spaces Levy	50,000	-	-	7,100
Municipal Projects	45,500	-	-	-
Other Grants/User Fees	-	-	-	5,000
Transfers (To)/From Deferred Revenues	22,000	53,500	46,000	15,625
TOTAL REVENUES	117,500	103,500	96,000	27,725
Wages	99,500	90,500	76,482	8,957
Engineering/Consulting	-	-	5,400	16,268
Supplies/Office/Janitorial	2,500	-	618	394
Vehicle/Travel/Equipment Usage	500	-	500	110
Corporate Services/Shared Services	15,000	13,000	13,000	1,996
TOTAL EXPENSES	117,500	103,500	96,000	27,726

CONSERVATION SERVICES

REVENUES

General Levy	886,172	966,422	966,422	886,699
Clean Water~Green Spaces Levy	848,250	875,600	875,600	777,700
Municipal Project	2,615,150	65,750	72,445	38,398
Provincial Grants	231,288	234,538	122,097	425,966
Federal Grants	1,147,250	774,281	477,540	1,528,939
Other Grants	264,000	196,400	43,500	261,363
ERCF Grants	150,250	394,385	478,700	199,620
Fee for Service/Other/Recoveries	713,725	843,263	1,026,238	1,085,338
In-Kind	13,000	19,500	38,000	578,259
Transfers (To)/From Deferred Revenues	(19,980)	(191,950)	(245,540)	(622,321)
TOTAL REVENUES	6,849,105	4,178,189	3,855,002	5,159,961
TOTAL EXPENSES(Includes Fleet/Equipment Amortization)	**7,629,398**	**4,590,681**	**3,955,347**	**4,435,610**
SURPLUS/(DEFICIT)	**(780,293)**	**(412,492)**	**(100,345)**	**724,351**
TRANSFER (TO)/FROM RESERVES	**780,250**	**395,615**	**35,450**	**290,669**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
COMMUNITY SERVICES				
OUTDOOR & CONSERVATION EDUCATION				
General Levy	-	18,000	28,000	28,000
Clean Water~Green Spaces Levy	36,000	-	-	-
Other Grants/User Fees	49,000	52,000	49,000	55,802
TOTAL REVENUES	85,000	70,000	77,000	83,802
Wages	68,000	63,000	70,400	63,847
Consulting	-	750	-	1,077
Supplies/Office/Janitorial	4,100	3,540	4,100	6,635
Vehicle/Travel/Equipment Usage	1,950	2,450	2,000	1,560
Plant Material/Landowner Grants	500	1,000	500	500
Corporate Services/Shared Services	10,000	9,500	10,000	9,400
Rent/Insurance/Tax/Utilities	750	-	750	750
TOTAL EXPENSES	85,300	80,240	87,750	83,892
OUTREACH & ENGAGEMENT				
General Levy	-	115,750	115,750	100,750
Clean Water~Green Spaces Levy	139,750	10,000	10,000	-
Other Grants/User Fees	10,000	3,000	20,000	15,376
Transfers (To)/From Deferred Revenues	-	-	-	2,700
TOTAL REVENUES	149,750	128,750	145,750	118,826
Wages	106,500	103,000	96,196	74,286
Supplies/Office/Janitorial	6,850	8,350	6,450	12,616
Vehicle/Travel/Equipment Usage	4,900	4,250	4,900	5,719
Partner Grants/Volunteers	7,500	-	20,000	9,769
Corporate Services/Shared Services	22,000	17,000	17,000	12,500
Rent/Insurance/Tax/Utilities	950	750	950	950
Capital Maintenance/Low Value Assets	500	1,000	1,000	-
TOTAL EXPENSES	149,400	134,350	146,696	116,143

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
COMMUNICATIONS				
General Levy	160,150	160,150	150,150	155,150
Clean Water~Green Spaces Levy	26,000	25,000	25,000	25,000
TOTAL REVENUES	186,150	185,150	175,150	180,150
Wages	178,000	181,000	161,000	184,257
Supplies/Office/Janitorial	6,050	5,350	6,550	(5,097)
Vehicle/Travel/Equipment Usage	1,000	650	700	42
Capital Maintenance/Low Value Assets	1,000	2,000	1,000	845
TOTAL EXPENSES	186,050	189,000	169,250	180,047
OUTREACH EVENTS AND SHORT-TERM GRANT FUNDED INITIATIVES				
Provincial Grants	-	-	-	1,500
Federal Grants	-	-	800	7,200
Other Grants/User Fees	91,250	76,500	106,974	82,025
Transfers (To)/From Deferred Revenues	(750)	(1,000)	3,547	(11,272)
TOTAL REVENUES	90,500	75,500	111,321	79,453
Wages	20,550	10,850	23,796	18,675
Trees/Supplies	70,000	64,650	88,006	60,814
TOTAL EXPENSES	90,550	75,500	111,802	79,489
COMMUNITY SERVICES				
REVENUES				
General Levy	160,150	293,900	293,900	283,900
Clean Water~Green Spaces Levy	201,750	35,000	35,000	25,000
Municipal Projects	-	-	-	-
Provincail Grants	-	-	-	1,500
Federal Grants	-	-	800	7,200
Other Grants/User Fees	150,250	131,500	175,974	153,203
In-Kind	-	-	-	-
Transfers (To)/From Deferred Revenues	(750)	(1,000)	3,547	(8,572)
TOTAL REVENUES	511,400	459,400	509,221	462,231
EXPENSES	**511,800**	**479,590**	**515,943**	**469,182**
SURPLUS/(DEFICIT)	**(400)**	**(20,190)**	**(6,722)**	**2,060**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
CORPORATE SERVICES				
ADMIN/FINANCE/IT/HR				
General Levy	287,050	303,750	250,750	291,873
Clean Water~Green Spaces Levy	-	25,000	25,000	25,000
Municipal Projects	-	-	1,200	-
Provincial Grants	-	-	750	-
Other Grants/User Fees/Recoveries	658,000	610,000	667,485	630,816
Transfers (To)/From Deferred Revenues	-	10,000	-	-
TOTAL REVENUES	945,050	948,750	945,185	947,688
Wages	572,484	587,000	538,500	585,574
ERCF Support	66,000	50,000	60,000	50,260
Member Expenses/Conservation Ontario Dues	56,700	54,000	56,200	53,137
Audit/Legal/Consulting	32,500	30,000	23,000	44,865
Supplies/Equipment/Network	55,350	73,250	77,345	48,825
Occupancy/Phone	135,000	132,000	132,700	132,484
Travel and Board/Staff Meetings	9,500	7,500	9,500	6,988
Retiree Benefits	16,000	13,000	14,000	12,320
TOTAL EXPENSES	943,534	946,750	911,245	934,454
CORPORATE SPECIAL PROJECTS (RECORDS/IS/IT)				
Transfers (To)/From Deferred Revenues	35,000	20,000	-	-
TOTAL REVENUES	35,000	20,000	-	-
Wages	26,000	15,000	-	-
Hardware/Software	1,500	26,000	26,000	-
Consulting	7,500	5,000	-	-
TOTAL EXPENSES	35,000	46,000	26,000	-

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
CORPORATE SERVICES				
REVENUES				
General Levy	287,050	303,750	250,750	291,873
Clean Water~Green Spaces Levy	-	25,000	25,000	25,000
Municipal Projects	-	-	1,200	-
Provincail Grants	-	-	750	-
Federal Grants	-	-	-	-
Other Grants/User Fees/Recoveries	658,000	610,000	667,485	630,816
In-Kind	-	-	-	-
Transfers (To)/From Deferred Revenues	35,000	30,000	-	-
TOTAL REVENUES	980,050	968,750	945,185	947,688
EXPENSES	**978,534**	**992,750**	**937,245**	**934,454**
SURPLUS/(DEFICIT)	**1,516**	**(24,000)**	**7,940**	**13,235**
TRANSFERS (TO)/FROM DEFERRED REVENUES	**(1,000)**	**25,000**	**23,000**	**(12,700)**
TANGIBLE ASSET REPLACEMENT				
General Levy	300,000	200,000	200,000	200,000
Clean Water~Green Spaces Levy	-	-	-	120,000
Transfers (To)/From Reserves	(300,000)	(200,000)	(200,000)	(320,000)
TOTAL TANGIBLE CAPITAL ASSET REPLACEMENT	**-**	**-**	**-**	**(0)**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
CORPORATE SUMMARY				
REVENUES				
Municipal				
Levy - Operations	$ 2,336,667	$ 2,188,667	$ 2,188,667	$ 2,098,752
Levy - Clean Water~Green Spaces	1,050,000	1,050,000	1,050,000	1,050,000
Total Municipal Levy	**3,386,667**	**3,238,667**	**3,238,667**	**3,148,752**
Water & erosion control infrastructure and special projects	2,558,300	300,000	11,063	2,648,283
Risk management services	69,650	65,750	72,445	38,398
TOTAL MUNICIPAL	**6,014,617**	**3,604,417**	**3,322,175**	**5,835,434**
Provincial				
Section 39 Flood/Erosion Program	104,417	202,263	128,879	202,263
Drinking Water Source Protection	102,600	103,350	87,097	92,752
WECI	-	-	-	21,500
Other (CMOG, SEO etc)	132,188	140,688	39,000	375,612
TOTAL PROVINCIAL	**339,205**	**446,301**	**254,976**	**692,127**
Federal	**1,147,250**	**774,281**	**478,340**	**1,536,139**
TOTAL GOVERNMENT TRANSFER/GRANT PAYMENTS & FEE FOR SERVICI	**7,501,072**	**4,824,999**	**4,055,491**	**8,063,700**
Other Revenues				
Permits, services & program fees	1,149,960	1,168,563	1,433,797	1,389,888
Leases & property rentals	77,600	68,700	77,200	78,085
Donations and other grants				
General	303,000	228,400	96,850	302,104
Essex Region Conservation Foundation grants	262,500	461,385	585,950	270,120
In-kind contributions	13,000	19,500	38,000	578,259
Interest income	50,000	60,000	73,000	44,782
Gain on sale of assets	-	5,000	4,000	3,166
TOTAL OTHER REVENUES	**1,856,060**	**2,011,548**	**2,308,797**	**2,666,403**
Transfers from/(to) deferred revenues	14,270	(162,950)	(235,993)	(601,436)
Interdepartmental recoveries	725,665	704,000	741,600	764,401
TOTAL REVENUES	**$ 10,097,067**	**$ 7,377,597**	**$ 6,869,895**	**$ 10,893,068**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
EXPENSES				
Wages & benefits -ERCA operations	$ 3,346,216	$ 3,353,300	$ 3,210,314	$ 3,131,358
Wages & benefits -special grant projects	639,945	538,795	552,496	578,640
Construction-ERCA capital projects	1,432,900	566,550	342,222	105,565
Construction-special grant/fee-for-service	2,821,500	881,500	264,500	3,367,789
Plant material, removals and landowner subsidies - ERCA operations	48,000	46,450	61,300	40,435
Plant material, removals and landowner subsidies-special grant/fee-for-s	331,100	415,636	301,787	428,325
Supplies - capital projects ERCA	38,840	25,250	41,941	14,657
Program supplies- special grant/fee-for-service	42,370	72,800	59,572	128,283
Site & operational supplies - Conservation Areas	74,856	72,850	79,606	82,397
Office supplies & expenses - other ERCA operations	83,425	86,140	88,960	88,512
Occupany, taxes,utilities & waste removal	314,490	276,250	312,530	284,140
Maintenance,repairs & security-sites	71,950	58,800	86,025	95,730
Maintenance,repairs & supplies-fleet/equipment	104,000	103,000	97,550	118,513
Equipment, software/hardware & website- ERCA operations	58,975	95,150	99,945	61,672
Equipment, software/hardware & website-special grant/fee-for-service	13,750	11,250	7,784	108,144
Lab,data, technical & sub-contracted services - ERCA operations	54,500	41,800	78,911	56,629
Lab,data, technical & sub-contracted services -special grant/fee-for-servi	40,900	13,000	50,733	58,272
Insurance, audit & legal	127,550	103,250	118,500	112,689
Dues & memberships	45,010	43,810	51,981	45,267
Travel, training & professional development	27,100	27,200	32,639	32,603
Board ,committee & meeting expenses	22,500	19,000	25,500	22,792
Bank, credit card charges and interest	13,060	9,100	14,137	10,391
In-kind supplies & services	13,000	19,500	38,000	28,259
Amortization	309,500	294,500	309,500	306,480
Other	-	10,000	13,500	16,053
Internal recoveries included in revenues	725,380	708,190	752,980	754,979
TOTAL EXPENSES	**$ 10,800,817**	**$ 7,893,071**	**$ 7,092,914**	**$ 10,078,575**

	2020 DRAFT BUDGET	2019 BUDGET	YEAR END PROJECTION	2018 AUDITED
TOTAL CORPORATE				
Total Revenues	10,097,067	7,387,597	6,883,395	10,909,121
Total Expenses	10,800,817	7,893,071	7,092,914	10,078,575
SURPLUS/(DEFICIT) (ACCRUAL BASIS)	**(703,750)**	**(505,474)**	**(209,519)**	**830,546**
ADD/SUBTRACT: NON CASH ITEMS				
Donation of land to ERCA	-	-	-	(550,000)
Gain/loss on asset disposal	-	-	-	(3,166)
Amortization	309,500	294,500	309,500	**306,480**
DEDUCT: CAPITAL ITEMS				
Land acquisition		-	-	(92,006)
Purchased fleet/equipment	(85,000)	(110,000)	(78,000)	(111,405)
Infrastructure additions (1)		-	-	(356,101)
(DECREASE)/INCREASE IN NET SURPLUS	**(479,250)**	**(320,974)**	**21,981**	**24,348**
TRANSFER (TO)/FROM RESERVES	**479,250**	**220,615**	**(141,550)**	**(42,031)**
UNRESTRICTED SURPLUS/(DEFICIT) (DECREASES/(INCREASES) OPERATING FUND DEFICIT) (2)	**$ -**	**$ (100,359)**	**$ (119,569)**	**$ (17,683)**

Note 1: The actual numbers shown for capital items for 2019 and 2020 will change once the assets under consideration are removed from the operating accounts and capitalized as tangible assets. Those accounting entries will not impact the estimated changes in the reserve funds or the unrestricted surplus.

Note 1: The 2019 operating deficit, estimated at ~$119,000, will utilize the available accumulated surplus, as calculated on 12/31/2018.

KEY ASSUMPTIONS

That fee-for-service revenues relating to Watershed Management Services will stabilize at 2019 levels;

That revenues of $546,000 for development applications and surveying fees will continue

That the revenues that were impacted by storms/floods will return to pre-2019 levels (hunting/camping/farm leases);

That grants will be available to support the new climate change regional initiative (~$46,000)

The Provincial Section 39 Flood Forecasting & Warning program transfer payment will be maintained/capped at $104,417

That the Drinking Water Source Protection activities will be funded at 100% of projected program costs (~$96,000)

That municipal transfer payments of $2.5M will be contributed for the Peche Island project

That significant watershed science and research grants will be approved ($473,000)

That provincial transfer payments for DRCC activities will continue to October 2020

That revenues for the new JRPH Heritage Centre will begin in 2021 and construction will somewhat impact 2020 revenues.

That CW~GS restoration revenues will continue to be impacted by loss of provincial special grant programs for tree planting and wetlands but 2020 operations will be funded with remaining deferred revenues but expected to be depleted in 2021.

That fee-for-service work for invasive species removal at Spring Garden will be negligible for 2020.

WHERE DOES YOUR $10.49 GO?

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REGULAR MEETING OF COUNCIL

MINUTES

Monday, December 9, 2019
6:30 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	S. Kitchen, Deputy Clerk-Council Services P. Van Mierlo-West, CAO R. Baines, Deputy Clerk - Administrative Services Absent: Director of Corporate Services/Clerk J. Astrologo (on personal business)

A. CALL TO ORDER

Mayor Santos called the Regular Meeting to order at 6:30 p.m. with all Members of Council in attendance.

B. CLOSED SESSION

621-2019
Moved By Councillor Thomas Neufeld
Seconded By Councillor Kimberly DeYong

That Council, at 6:31 p.m. move into Closed Session to address the following items:

i) Section 239(2)(e) (litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board) being an update Report by CAO P. Van Mierlo-West regarding the status of Town of Kingsville, et al. ats Wood;

ii) Section 239(2)(c) (a proposed or pending acquisition or disposition of land by the municipality) being an update Report by CAO P. Van Mierlo-West regarding the Agreement of Purchase and Sale with the Greater Essex County District School Board; and

iii) Section 239(2)(k) (a position, plan, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality) being an update Report by Mayor Santos regarding a proposal to the Town.

CARRIED

Upon rising from Closed Session at 6:51 p.m., Mayor Santos called for a short recess.

At 7:00 p.m. Mayor Santos reconvened this Regular Meeting with all members of Council present, along with the following members of Administration: CAO P. Van Mierlo-West, Manager of Planning Services R. Brown, Director of Municipal Services A. Plancke, Manager of Public Works S. Martinho, Parks and Recreation Programs Manager M. Durocher, Director of Financial Services R. McLeod, Manager of Municipal Facilities and Property D. Wolicki, Deputy Clerk-Council Services S. Kitchen, and Deputy Clerk-Administrative Services R. Baines.

C. 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.

D. PLAYING OF NATIONAL ANTHEM

E. 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.

F. REPORT OUT OF CLOSED SESSION

Mayor Santos reported that Council addressed three closed session items, as listed above and that updates were provided on each (Bi, ii, and iii).

G. PRESENTATIONS/DELEGATIONS

1. Jay Atkin, on behalf of the 'Salute to Veterans Banner Project' Group--Request dated December 3, 2019 RE: To provide an update on the project

On behalf of the Salute to Veterans Project Committee (co-founded by Jay Atkin, Mary-Maureen Atkin, Daisy Stewart and Murray Stewart), Mr. Atkin provided an update in regard to the overwhelming response from the community to our Veterans. He thanked the entire Municipal Services staff for their assistance with the Banner Project. Mr. Atkin also provided the Group's comments and recommendations with regard to the draft Streetlight Banner Policy which had been presented by the Town's Public Works Manager, Mr. Shaun Martinho, at a previous Regular Meeting of Council.

622-2019
Moved By Councillor Tony Gaffan
Seconded By Councillor Larry Patterson

That Council receives Mr. Jay Atkin's presentation on behalf of the Salute to Veterans Banner Project Committee entitled 'Presentation Handout for: Salute to Veterans Banner Project' dated December 9, 2019.

CARRIED

Ms. Van Mierlo-West stated that Administration will bring the full approach back to Council, including an updated draft policy, some time during the first quarter of 2020.

2. William Taylor--Request dated December 3, 2019 RE: Parking issues on Lansdowne near the Park Street intersection (SEE Excerpt --Regular Meeting of Council Motion 598-2019)

Mr. Taylor presented his concerns in regard to the parking on Lansdowne Street and the Amendment to the Traffic By-law in connection therewith (Motion 598-2019). He suggested that controlled delivery parking would be a good solution to the parking issues i.e. no parking from the stop sign to the corner and another sign for commercial loading permitted between 7 a.m. and 11 a.m. Monday to Friday. He disagrees with the no parking on the east side of Lansdowne, and requested that the amending by-law restrict parking on the west side of Lansdowne.

Mayor Santos indicated that the situation would be continued to be monitored, and that Administration needs time to get the parking signs up and work with the approved amendment as passed.

623-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Laura Lucier

That Council receives the comments from Mr. William Taylor, Lansdowne St. resident, in connection with his concerns regarding the parking restrictions on Lansdowne, for the public record.

CARRIED

H. MATTERS SUBJECT TO NOTICE

1. PUBLIC MEETING--Combined Application for Consent & Zoning By-Law Amendment File B/21/19 & ZBA/23/19 by Bardow Holdings Ltd. 354 Road 11, Part of Lot 15, Concession 10

R. Brown, Manager of Planning Services.

i) Notice of Complete Application and Public Meeting: Zoning By-law Amendment and Consent, dated November 14, 2019;

ii) Report of D. French, Interim Town Planner, dated November 29, 2019;

iii) Proposed By-law 102-2019, being a By-law to amend By-law 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville

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

624-2019
Moved By Councillor Larry Patterson
Seconded By Councillor Kimberly DeYong

That Council approves Consent Application B/21/19 to sever an existing dwelling, deemed surplus to the needs of the prospective purchaser, together with an access easement over the severed parcel, in favour of the retained parcel, on a 0.543 ha (1.343 ac.) parcel shown as Parts 1 and 2 on the applicant's sketch, subject to the following conditions:

a. That a reference plan be deposited in the registry office, both an electronic and paper copy of the registered plan is to be provided.

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

c. That any necessary drainage reapportionments be undertaken.

d. 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.

e. That as a result of the 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.

f. The Zoning By-law be amendment to prohibit future dwellings on the retained farm parcel prior to the consent being endorsed on the deeds.

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

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

i. The conditions imposed above shall be fulfilled by December 9, 2020 or this application shall be deemed to be refused in accordance with Section 53(41) of the Planning Act;And Further That Council approves Zoning By-law Amendment Application ZBA/23/19 to rezone the retained parcel, known as 354 Road 11, Part of Lot 15, Concession 10, in the Town of Kingsville, from 'Agriculture (A1)' to 'Agriculture – Restricted (A2)' and adopt the implementing by-law.

CARRIED

2. PUBLIC MEETING--Application for Zoning By-law Amendment by Rock Island Investments Inc.; 1562 Road 3 East; Part of Lot 9, Concession 3 ED

R. Brown, Manager of Planning Services

i) Notice of Complete Application and Public Meeting: Zoning By-law Amendment, dated November 19, 2019;

ii) Report of R. Brown, Manager of Planning Services, dated November 27, 2019;

iii) Proposed By-law 106-2019, being a By-law to amend By-law 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville.

Comments from Council:

Deputy Mayor Queen asked how many residents may be accommodated if the Application is approved, noting concerns about traffic and bicycles.

Comments from the Applicant:

Richard Colasanti, of Rock Island Investments Inc., indicated that there is a need for local greenhouse growers to house some of their workers, and the proposed conversion of the existing dwelling would comply with all fire, building and health unit regulations. He explained the property is fenced and would accommodate approximately twelve individuals. He commented that he lives next door to the property and maintains his properties very well.

Comments from the audience:

Agostino Amicone, 1325 Road 3 East, objected to the application, stating that he has a bunkhouse on his property, but it is there for his own farm. He stated that the growers would rather rent homes (through rezoning) rather than place bunkhouses on their own farms, and he stated that in his opinion that's wrong.

Steven Cziraky, 1557 Road 3 East, stated that the property in question (1562 Road 3 East) was traditionally a residential property with an accessory use and should be taxed as residential. He indicated that the total square footage would allow for twenty people to live in the residence, and he does not agree with the application.

A recorded vote was requested.

625-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Kimberly DeYong

That Council rejects Zoning By-law Amendment Application ZBA/21/19 (1562 Road 3 East, Kingsville).

Recorded	**For**	**Against**
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	**5**	**2**

CARRIED (5 to 2)

3. PUBLIC MEETING--Application for Zoning By-law Amendment by Rock Island Investments Inc.; 1335, 1361 and 1415 Road 3 E, Part of Lot 8, Concession 2 ED, Part 1, RP 12R 8670, Part 1 RP 12R 25914 and Parts 5 to 8, RP 12R 25474

R. Brown, Manager of Planning Services

i) Notice of Complete Application and Public Meeting: Zoning By-law Amendment dated November 19, 2019;

ii) Report of R. Brown, Manager of Planning Services, dated November 26, 2019;

iii) Proposed By-law 107-2019, being a By-law to amend the Comprehensive Zoning By-law for the Town of Kingsville.

Mr. Brown presented his Planning Report. He commented that 1415 Road 3 East and 1361 Road 3 East were converted through a building permit process.

Comments from the Applicant:

Mr. Richard Colasanti, of Rock Island Investments Inc., indicated that he is halfway through the proposed conversions, and has now been told that the rules had changed as detailed within Mr. Brown's Planning Report.

Comments from the audience:

Agostino Amicone, 1325 Road 3 East, commented that as the proposed conversion for 1335 Road 3 East is located right next door to his own home, the conversion of that property to a bunkhouse will negatively impact the value of his house.

Mr. Steven Cziraky, 1557 Road 3 East, stated that he is opposed to any residential house being labelled as a bunkhouse.

A recorded vote was requested.

626-2019
Moved By Councillor Laura Lucier
Seconded By Councillor Thomas Neufeld

That Council approves Zoning By-law Amendment Application ZBA/22/19 to rezone the subject lands located at 1361 & 1415 Road 3 E from 'Agriculture Zone 1 (A1)' to a special 'Agriculture Zone 1 Exception 80, (A1-80)' to permit the conversion of an existing single detached dwelling to a non-accessory bunkhouse; Further That Council directs Administration to remove reference to the 1335 Road 3 E property; And Further That Council adopt the implementing by-law, as amended to remove reference to 1335 Road 3 East, at this Regular Meeting.

Recorded	**For**	**Against**
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	**4**	**3**

CARRIED (4 to 3)

I. AMENDMENTS TO THE AGENDA

Councillor DeYong added two Notices of Motion.

J. ADOPTION OF ACCOUNTS

1. Town of Kingsville Accounts for the monthly period ended November 30, 2019 being TD cheque numbers 0071025 to 0071372 for a grand total of $2,366,616.44.

R. McLeod, Director of Financial Services

627-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Tony Gaffan

That Council receives Town of Kingsville Accounts for the monthly period ended November 30, 2019 being TD cheque numbers 0071025 to 0071372 for a grand total of $2,366,616.44.

CARRIED

K. STAFF REPORTS

1. Application for Site Plan Amendment by Tay Inc. 190 Main St. E., Part of Lot 1, Concession 2 ED Part 2, RP 12R 26799

R. Brown, Manager of Planning Services

628-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Larry Patterson

That Council rejects Site Plan Amendment Application SPA/24/19 (190 Main St. E., Part of Lot 1, Concession 2 ED; Part 2, RP 12R-26799); And Further That Council directs Administration to prepare a Report outlining measures to be taken to ensure that this does not happen again.

CARRIED

Mayor Santos called for a recess at 9:05 p.m. and the Regular Meeting reconvened at 9:17 p.m.

2. Cottam Community Improvement Plan Application by Bernard & Kathryn Cormier 125 County Road 34 W Pt. Lot 270, Concession STR, Part 5 & 10 RP 12R 16608

R. Brown, Manager of Planning Services

629-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Laura Lucier

That Council approves the Cottam Community Improvement Plan funding application for the purchase and installation of a new HVAC system as an energy efficiency improvement for 125 County Road 34 West in the amount of $2,500.00, representing the maximum funding allowance per application.

CARRIED

3. Application for Site Plan Amendment by DT Enterprise Farms Limited, 2001 Peterson Lane, Part of Lot 8, Concession 2 ED, Parts 1 and 2, RP 12R 17600

R. Brown, Manager of Planning Services

630-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Laura Lucier

That Council approves Site Plan Amendment Application SPA/22/19 for a 5.57 ha (13.76 ac.) addition to an existing greenhouse and 262 sq. m (2,820 sq. ft. addition to existing bunkhouse) subject to the terms outlined in the Amending Agreement and authorizes the Mayor and Clerk to sign the Agreement and register said Agreement on title.

CARRIED

4. Lake Drive to Conservation Blvd Easement Agreement "Revised"

G. A. Plancke, Director of Municipal Services

631-2019
Moved By Councillor Kimberly DeYong
Seconded By Councillor Thomas Neufeld

That the Town enters into a revised Easement Agreement with 1646322 Ontario Limited for the purpose of constructing and maintaining an active transportation trail connection from Lake Drive to Conservation Boulevard; And Further That the Mayor and Clerk be authorized to execute the revised Easement Agreement on behalf of the Town.

CARRIED

5. Facility Rental Advertisement

M. Durocher, Parks and Recreation Programs Manager

632-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Tony Gaffan

That Administration develop a facility booking advertising campaign and furthermore that this campaign provide a more detailed pricing and amenity list relative to each facility, and to include the availability of booking with the Town's Parks and Recreation Staff.

CARRIED

6. Investing in Canada Infrastructure Program Green Stream Intake 1

G. A. Plancke, Director of Municipal Services

633-2019
Moved By Councillor Larry Patterson
Seconded By Councillor Thomas Neufeld

That Council endorses the Cottam Sewage Upgrade Phase 2 project for consideration as the appropriate project submission under the Investing in Canada Infrastructure Program Green Stream Intake 1.

CARRIED

7. Cottam Rotary Lease Agreement

D. Wolicki, Manager of Municipal Facilities and Property

634-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Kimberly DeYong

That Council directs the Mayor and Clerk to execute the Amending Agreement with the Cottam Rotary Club for partial usage of the recreational facility located at 124 Fox Street in Cottam.

CARRIED

8. 2020 Draft Budget – Executive Summary

R. McLeod, Director of Financial Services

635-2019
Moved By Councillor Tony Gaffan
Seconded By Councillor Kimberly DeYong

That Council receives the 2020 Draft Budget; and Further That Council sets the following Budget Deliberation dates: January 16, 2020 commencing at 9:00 a.m. and January 29, 2020 commencing at 9:00 a.m. which budget deliberation dates to be so advertised.

CARRIED

L. MINUTES OF THE PREVIOUS MEETINGS

1. Regular Meeting of Council--November 25, 2019

2. Special Meeting of Council--December 2, 2019

636-2019
Moved By Councillor Tony Gaffan
Seconded By Councillor Thomas Neufeld

That Council adopts Regular Meeting of Council Minutes dated November 25, 2019, and Special Meeting of Council Minutes, dated December 2, 2019.

CARRIED

M. MINUTES OF COMMITTEES AND RECOMMENDATIONS

1. Union Water Supply System Joint Board of Management - October 16, 2019

637-2019
Moved By Councillor Larry Patterson
Seconded By Councillor Laura Lucier

That Council receives Union Water Supply System Joint Board of Management Meeting Minutes dated October 16, 2019

CARRIED

2. Police Services Board - October 23, 2019

638-2019
Moved By Councillor Laura Lucier
Seconded By Deputy Mayor Gord Queen

That Council receives Police Services Board Meeting Minutes dated October 23, 2019

CARRIED

3. Parks, Recreation, Arts and Culture Committee - October 24, 2019

639-2019
Moved By Councillor Larry Patterson
Seconded By Councillor Kimberly DeYong

That Council receives Parks, Recreation, Arts and Culture Committee Meeting Minutes dated October 24, 2019 together with Minutes of the following sub-committees: Fantasy of Lights - September 10, 2019; Migration Festival - September 17, 2019; Highland Games - September 16, 2019; and Communities in Bloom - June 23, 2019.

CARRIED

N. BUSINESS CORRESPONDENCE - INFORMATIONAL

1. Resolutions of Endorsement of Town of Kingsville Resolution 533-2019 RE: Local Health Care Services:

a. Municipality of Killarney

b. Township of Front of Yonge

c. Township of Armour

d. Township of St. Joseph

e. Town of Rainy River

f. Municipality of Northern Bruce Peninsula

g. Town of Laurentian Hills

h. Township of Schreiber

i. Township of Nairn and Hyman

2. Petition of Residents on Woodlawn Crescent, dated September 15, 2019
RE: Request for signage

640-2019
Moved By Councillor Kimberly DeYong
Seconded By Councillor Laura Lucier

That Council receives Business Correspondence-Informational Items 1a.-i. and 2.

CARRIED

O. NOTICES OF MOTION

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

641-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Kimberly DeYong

That the Town of Kingsville obtain and install a Christmas tree in the Park area south of the old Library, known as Carnegie Park in the Fall of 2020. Such tree to be prepared with lights prior to the opening of the Fantasy of Lights so that the lights may be connected or lit the same evening as the Fantasy of Lights opening; the tree would then become just one more part of our great Fantasy of Lights celebration. The Fantasy of Lights Committee could then assist our Parks and Recreation staff with the planning and coordination of the local school children to decorate the tree with their own decorations. The continued help, support and assistance of Municipal Services Staff along with the Fire Department Staff is acknowledged, appreciated and requested in 2020 and future years.

CARRIED

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

642-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Tony Gaffan

That Council request a comprehensive report that includes Planning, Municipal Services (Engineering), and Building to demonstrate to Council: i) How the subdivision site plans are designed with levels of drains and catch basins; ii) how Subdivisions constructed are checked to ensure compliance with the engineered designs; iii) how Subdivisions constructed do not, or will not, have an adverse effect on adjacent property owners; iv) such report expected within ninety (90) days (See: Notice of Motion, dated November 21, 2019)

CARRIED

Councillor DeYong introduced two Notices of Motion, indicating that at the next Regular Meeting, she may move, or cause to have moved:

i) that Administration provide a report pertaining to the Esseltine Drain, specifically for the property located at 1824 Road 3 East to confirm that the property's approximately one acre of trees has been properly assessed and in keeping with how other tree covered areas were assessed. The report to include what the monetary difference is if the trees were assessed accordingly; and

ii) In an attempt to be transparent and accountable, that Administration provide a report on the vacancy rate of the municipality's rental facilities for the purposes of effectively knowing what kind of promotional effort is required and also to measure the success of any promotional effort taken.

P. UNFINISHED BUSINESS, ANNOUNCEMENTS AND UPDATES

Mayor Santos noted that this being the last Regular Meeting of 2019, he wished to express his thanks to Council and administration. He commented that 2019 has been an extensively busy year for the municipality.

Q. BYLAWS

1. By-law 102-2019

643-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Kimberly DeYong

That Council reads By-law 102-2019, being a By-law to amend By-law 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville (ZBA/23/19; 354 Road 11, Part of Lot 15, Concession 10) a first, second and third and final time.

CARRIED

2. By-law 105-2019

644-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Thomas Neufeld

That Council reads By-law 105-2019, being a by-law authorizing the entering into of an Easement Agreement with 1646322 Ontario Limited for the purpose of constructing and maintaining an active transportation trail connection from Lake Drive to Conservation Boulevard, a first, second and third and final time.

CARRIED

3. By-law 107-2019

645-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Larry Patterson

Being a By-law to amend By-law 1-2014, the Comprehensive Zoning By-law for the Town of Kingsville (ZBA/22/19; 1361 and 1415 Road 3 E, Part of Lot 8, Concession 2, ED, Part 1, RP 12R 8670, Part 1, RP12R-25914 and Parts 5 to 8, RP 12R 25474, as amended, a first, second and third and final time.

CARRIED

4. By-law 109-2019

646-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Tony Gaffan

That Council reads By-law 109-2019 to amend By-law 2-2019, being a By-law to appoint certain members and individuals of Council and individuals to boards and committees, a first, second and third and final time.

CARRIED

5. By-law 110-2019

647-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Laura Lucier

That Council reads By-law 110-2019, being a By-law under the Municipal Act, 2001, Part 13, Section 408; to authorize the issue of two series of debentures to consolidate the financing of construction and/or maintenance of numerous drains all in the Town of Kingsville, to be read a first, second and third and final time.

CARRIED

6. By-law 111-2019

648-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Kimberly DeYong

That Council reads By-law 111-2019, being a By-law to authorize the entering into of an Amending Agreement with Rotary Club of Cottam, a first, second and third and final time.

CARRIED

R. CONFIRMATORY BY-LAW

1. By-law 112-2019

649-2019
Moved By Deputy Mayor Gord Queen
Seconded By Councillor Kimberly DeYong

That Council reads By-law 112-2019, being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its December 9, 2019 Regular Meeting, a first, second and third and final time.

CARRIED

S. ADJOURNMENT

650-2019
Moved By Councillor Tony Gaffan
Seconded By Councillor Thomas Neufeld

That Council adjourns this Regular Meeting at 10:13 p.m.

CARRIED

SPECIAL MEETING OF COUNCIL

MINUTES

Monday, December 16, 2019
6:00 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	R. Brown, Manager of Planning Services J. Galea, Human Resources Manager S. Kitchen, Deputy Clerk-Council Services P. Van Mierlo-West, CAO Absent: J. Astrologo, Director of Corporate Services/Clerk (on personal business)

A. CALL TO ORDER

Mayor Santos called the Special Meeting to order at 6:00 p.m. with all members of Council in attendance. Solicitor David Halliwill was also in attendance.

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. STAFF REPORTS

1. POC/01/19--Application for Exemption from Plan of Condominium by 2524634 Ontario Ltd., 86 Wigle Ave., Part of Block A, Plan 432, Parts 6 and 7, RP 12R 25287

R. Brown, Manager of Planning Services

Mr. Brown presented his Report dated December 12, 2019.

651-2019
Moved by Councillor Tony Gaffan
Seconded by Councillor Laura Lucier

That:

Council receives the Report of R. Brown, Manager of Planning Services dated December 12, 2019 for information purposes regarding the requested removal of the sole condition for exemption from Plan of Condominium at 86 Wigle Drive; and

Council supports an exemption from Plan of Condominium by the County of Essex for the existing building located at 86 Wigle Ave., Part of Block A, Plan 432, Parts 6 & 7, RP 12R 25287, without conditions.

CARRIED

At 6:05 p.m., after presenting his Report, Mr. Brown left the Council Chambers and did not return.

F. CLOSED SESSION

652-2019
Moved by Councillor Larry Patterson
Seconded by Councillor Thomas Neufeld

That Council, at 6:05 p.m., pursuant to Section 239(2) of the *Municipal Act, 2001* enter into Closed Session to address the following items:

i) Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees; being a Report of CAO Van Mierlo-West; and

ii) Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose; being update from Solicitor D. Halliwill regarding legal matters/negotiations regarding Application for Site Plan Amendment by Tay Inc., 190 Main St. East, being Part of Lot 1, Concession 2, ED Part 2, 12R 26799; and Report from CAO P. Van Mierlo-West, dated December, 2019;

iii) Section 239(b) personal matters about an identifiable individual, including municipal or local board employees; being a Report by CAO Van Mierlo-West dated December, 2019.

CARRIED

G. REPORT OUT OF CLOSED SESSION

Upon rising from Closed Session at 8:39 p.m. Mayor Santos indicated that Council addressed Closed Session Items Fi), Fii) and Fiii) and reported as follows:

RE: Item F-i) Ms. Van Mierlo-West provided further review of an item relating to a personal matter about an identifiable individual because of a potential review of views and opinions of another;

RE: Item F-ii) Mayor Santos indicated that Ms. Van Mierlo-West presented her Report dated December 13, 2019 in connection with 190 Main St. East and Solicitor David Halliwill provided legal advice in respect to the subject matter; and

RE: Item F-iii) Mayor Santos reported that Ms. Van Mierlo-West presented her Report dated December 15, 2019, and further updates will follow.

H. CONFIRMATORY BY-LAW

1. By-law 113-2019

653-2019
Moved by Deputy Mayor Gord Queen
Seconded by Councillor Kimberly DeYong

That Council reads By-law 113-2019, being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its December 16, 2019 Special Meeting a first, second and third and final time.

CARRIED

I. ADJOURNMENT

654-2019
Moved by Councillor Laura Lucier
Seconded by Councillor Kimberly DeYong

That Council adjourns this Special Meeting at 8:40 p.m.

CARRIED

_____

MAYOR, Nelson Santos

_____

DEPUTY CLERK-COUNCIL SERVICES, Sandra Kitchen

AGENDA
PITSAC MEETING
MARCH 8, 2019
10:30 AM – 12:00 PM
MUNICIPALITY OF LEAMINGTON OFFICE, MEETING ROOM 212
111 ERIE STREET NORTH, LEAMINGTON

Attendees

Tom Bain – Warden(Former), Essex County, PITSAC Chair
Raymond Durocher - Mayor, Pelee Township
David Dawson – Deputy Mayor, Pelee Township
Hilda MacDonald - Mayor, Municipality of Leamington
Peter Neufeld - CAO, Municipality of Leamington
Gord Queen – Deputy Mayor, Town of Kingsville
Peggy Van Mierlo-West - CAO, Town of Kingsville
Jennifer Graham Harkness - Regional Director, MTO
Michael Nadeau - Manager of Operations, MTO
Kevin Boudreau - Regional Contracts Engineer, MTO
Richard vandenBoorn - Regional Operations Officer, MTO

Regrets

John Maddox – CAO, Pelee Township
Nelson Santos – Mayor, Town of Kingsville

Agenda Items:

Richard vandenBoorn(RV) opened the discussion with a message of thanks to Tom Bain for acting as the PITSAC Chair over the past number of years.

Tom shared that he recently talked to Mayor Gary McNamara(new Warden of Essex County) about possible interest in taking part in PITSAC. **Update** – Since this PITSAC meeting, RV had contacted Mayor McNamara and explained the purpose of PITSAC and asked if he would take on the role of Chair. Mayor McNamara accepted the request to act as the PITSAC Chair.

1. Review of July 2018 minutes
- Tom Bain opened discussions with a review of the July 31, 2018 meeting minutes. Minutes were accepted as presented.

2. MV Pelee Islander II
- MTO shared a video of the new vessel arrival to the Kingsville ferry terminal.

3. MV Pelee Islander II – Update
- RV provided an update on the status of the new vessel in light of recent media attention: The new vessel was fully certified by Transport Canada in late November 2018. Our operator has made some minor system adjustments to suit local environmental conditions, and to provide greater passenger comfort.

RV confirmed that that vessel is ready for it's official in-service date of April 6, 2019.

4. New vessel celebrations – Update

- RV shared that MTO is finalizing plans for a shore welcoming event scheduled for Friday, April 5, 2019 between 2:30pm - 5pm The MV Pelee Islander II will depart the Leamington ferry terminal at 9am that day for Pelee Island to pick up Island residents that are interested in attending the shore welcoming event. Invites will be sent out in advance of the event. RV asked Dave Dawson if he could share the event plans with Island residents so that MTO could understand how many residents might be interested in attending the event. Guided tours of the vessel will also form part of the event. RV committed to continue communication with the group as details are developed.

5. Other ferry service items

- MV Jiimaan – MTO is currently considering vessel improvement options.
- MV Pelee Islander Dry Dock – This vessel will undergo a dry dock to repair vessel engine cooling systems. Vessel repairs are expected to be completed prior to the vessel's spring 2019 scheduled in-service date.
- Sandusky Ferry Service – ferry service to Sandusky will be status quo for 2019. RV shared that the City of Sandusky is currently redeveloping their ferry terminal. MTO continues to work with the City in order to better understand potential impacts to the ferry service.
- Update on ferry terminal improvements – bow fenders, shore ramps, passenger ramps. RV confirmed that bow fender and shore ramp improvements at the ferry terminals have been completed. A contract to modify the passenger ramp at Pelee Island is anticipated to be awarded in spring 2019 with improvements expected to be completed by fall 2019.

6. Communications/Customer Service

- Dave Dawson expressed the importance of timely information exchanges related to the ferry service, to prevent misinformation from being shared. MTO committed to sharing information more frequently when new information becomes known as well as continuing with PITSAC meetings to share new ferry service related information when it becomes available.

7. Municipalities to provide update for their Contingency Plans

- RV provided some background on the agenda item for the benefit of the new PITSAC members. Contingency Planning has remained an agenda item to remind the group that in the event passengers visiting Pelee Island cannot return to mainland Ontario, due to reasons beyond the control of our operator, all the local municipalities may have a role to play in order to assist passengers in returning safely to the mainland.

8. Round Table Questions/Concerns

9. Future Meetings

- TBD

COMMITTEE MINUTES

KINGSVILLE MUNICIPAL HERITAGE ADVISORY COMMITTEE
MONDAY, NOVEMBER 4, 2019 AT 6:30 P.M
Council Chambers, 2021 Division Rd N, Kingsville

A. CALL TO ORDER

Chair S. Sacheli called the Meeting to order at 6:30 p.m. with the following Members in attendance:

MEMBERS OF MUNICIPAL HERITAGE ADVISORY COMMITTEE:

Sarah Sacheli
Anna Lamarche
Margie Luffman
Kimberly DeYong
Bruce Durward
E.Cacciavillani

MEMBERS OF ADMINISTRATION:

Sandra Kitchen, Deputy Clerk-Council Services

Absent: Mary Baruth, Matthew Biggley, and Shannon Olson

Also in attendance: Ms. Veronica Brown, Researcher

B. DISCLOSURE OF PECUNIARY INTEREST

Chair S. Sacheli reminded the Committee members in attendance 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. There were no declarations of interest.

C. REPORTS AND ACCOUNTS

1. Researcher V. Brown - Ms. Brown presented the Research Report on 183 Main St. East

   Ms. Brown indicated the home was built in 1924 for Dr. T. D. Campbell and Esther Campbell.

MHC65-2019 Moved by E. Cacciavillani, seconded by A. Lamarche to receive the Research Report submitted by Veronica Brown and request Ms. Brown to find out when the last date was that Alladin Homes offered the style of home known as The Brentwood, and further to

see if the family can provide further information in regard to the history of the home.

CARRIED

2. KMHAC 2019 Operating Budget actuals to end of September 2019

MHC66-2019 Moved by B. Durward, seconded by M. Luffman to receive the Committee 2019 Operating Budget actuals for information.

CARRIED

3. Councillor K. DeYong - Update Regarding the Mill St. King Residence

Ms. DeYong updated on the results of the provision to Council of the comments made as a result of an Email circulation pertaining to the 101 Mill St. Property Site Plan. She explained that Council had deferred the decision on the matter on October 15, 2019 pending receipt of the Committee's comments. Mr. Brown presented such comments to Council at its October 28, 2019 Regular Meeting, the proposed site plan was voted on and approved at Council's Regular Meeting held on October 28, 2019.

MHC67-2019 Moved by B. Durward, seconded by E. Cacciavillani that the committee receive the verbal update from Ms. DeYong regarding 101 Mill St.

CARRIED

D. MINUTES OF THE PREVIOUS MEETING

1. Kingsville Municipal Heritage Advisory Committee Meeting Minutes — July 17, 2019, September 4, 2019 and October 9, 2019

MHC68-2019 Moved by K. DeYong, seconded by M. Luffman to adopt the Minutes of the Kingsville Municipal Heritage Advisory Committee Meeting dated July 17, 2019, September 4, 2019, and October 9, 2019, all as presented.

CARRIED

E. BUSINESS CORRESPONDENCE – INFORMATIONAL

1. Invoice from Derek Prowse dated October 25, 2019 re: Plaque Installation
2. Letter from Rob and Sharon Whitfield dated October 28, 2019

3. Email from Ms. Ricci dated September 3, 2019.

MHC69-2019 Moved by B. Durward, seconded by M. Luffman that the Committee receives Business Correspondence – Informational items 1-3; And Further That the Committee directs S. Sacheli to contact Rob and Sharon Whitfield and Ms. Ricci; And Further That the Committee directs Ms. Sacheli to request Veronica Brown to do preliminary research on the two properties.

CARRIED

F. NEW AND UNFINISHED BUSINESS

1. Plaquing update

   Ms Cacciavillani reported that she is in the process of arranging for the plaque presentation of The John S. Bruner House on Road 3 East.

G. NEXT MEETING DATE

Monday, December 2, 2019 at 6:30 p.m. @ Kingsville Council Chambers.

H. ADJOURNMENT

MHC70-2019 Moved by K. DeYong, seconded by B. Durward that the meeting adjourn at 8:06 p.m.

CARRIED

_____
CHAIR, Sarah Sacheli

_____
DEPUTY CLERK-COUNCIL SERVICES, Sandra Kitchen

COMMITTEE MINUTES

KINGSVILLE BIA
NOVEMBER 13, 2019 @ 6:15 P.M.
Carnegie Arts & Visitor Centre, 28 Division St. S, Kingsville

A. CALL TO ORDER

Beth Riddiford called the Meeting to order at 6:15 p.m. with the following Members in attendance:

MEMBERS OF BIA BOARD:
Beth Riddiford
Councillor Tony Gaffan
Councillor Laura Lucier
Heather Brown
Roberta Weston
Jason Martin
Maria Edwards

MEMBERS OF ADMINISTRATION:
Christina Bedal

Absent: Trevor Loop
Sarah Trudell
Izabel Muzzin
Amanda Everaert

Guests: Dave Debergh

B. DISCLOSURE OF PECUNIARY INTEREST

Beth Riddiford reminded the Committee that any declaration is to be made prior to each items being discussed and to identify the nature of the conflict, if any, as the agenda items come forward.

C. PRESENTATIONS/DELEGATIONS

1. NONE

D. AMENDMENTS TO THE AGENDA

1. NONE

E. ADOPTION OF ACCOUNTS

1. **BIA Accounts** – RE: Budget actuals ending OCTOBER 2019

BIA-149-2019 Moved by Roberta Weston, seconded by Tony Gaffan to receive the accounts ending October 2019

CARRIED

F. STAFF REPORTS

1. CHRISTINA BEDAL PRESENTED HER REPORT- Community support, Committees and meetings; Membership support and interactions; Project updates; Event updates; 2020 AGM planning update, Administrative work update.

2. LAURA LUCIER PRESENTED HER REPORT - Communities in Bloom presentation, 182 Main Street Update, Greenhouse Policy Review update, zoning by-law amendment updates, Main Street Revitalization Grant fund update.

3. HEATHER BROWN PRESENTED HER REPORT- Santa Dinner and Parade involvement update, gift card promotion beginning November 14, 2019.

G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED

1. His and Hers Hairstyles Correspondence request dated September 2019 RE: Facelift Grant Program

BIA-150-2019 Moved by Tony Gaffan, seconded by Maria Edwards to approve $500 to His and Hers Hairstyles Facelift Grant Request.

CARRIED

2. Rick Mastronardi Correspondence request dated October 2019 RE: Facelift Grant Program

BIA-151-2019 Moved by Jason Martin, seconded by Maria Edwards to approve $500 to Rick Mastronardi for Plaza updates.

CARRIED

3. Pina Darowski Correspondence request dated November 2019 RE: Facelift Grant Program

BIA-152-2019 Moved by Roberta Weston, seconded by Jason Martin to deny request as it is not covered by the program.

CARRIED

H. MINUTES OF THE PREVIOUS MEETING

1. Kingsville BIA Meeting Minutes—October 8, 2019

BIA-153-2019 Moved by Roberta Weston, seconded by Tony Gaffan to receive the minutes of the Kingsville BIA Meeting dated October 8, 2019

CARRIED

I. BUSINESS/CORRESPONDENCE – INFORMATIONAL

1. None

J. NEW AND UNFINISHED BUSINESS

1. KINGSVILLE WELCOME SIGNS – In need of being refreshed in 2020, BIA Coordinator to invest work and costs involved to report at next meeting.

2. PARKING SIGNS –This project is suspended due to delivery issues of the desired size.

3. HORTICULTURE SOCIETY – a request was made for the BIA to pay for signage for the Front Garden Recognition program.

BIA-154-2019 Moved by Roberta Weston, seconded by Jason Martin to deny the request to fund the signage.

CARRIED

4. SOUTHPOINT LIVING – Discussed the idea of participating in the spring guide.

BIA-155-2019 Moved by Maria Edwards, seconded by Tony Gaffan to not participate in the spring guide.

CARRIED

5. 2020 BUDGET - Reviewed latest version of the budget. Concerns were raised regarding the new budget item to pay for weeding services as many feel this should be a responsibility of the town as taxes are paid for this purpose. Garland budget line to be reduced to better reflect costs expected.

BIA-156-2019 Moved by Jason Martin, seconded by Roberta Weston to accept the 2020 budget.

CARRIED

BIA-157-2019 Moved by Tony Gaffan, seconded by Roberta Weston to invite the CAO, Managers of Public Works to our March 2020 meeting to discuss weeding needs of the BIA District area and provide a proactive list of needs at the meeting.

CARRIED

6. ELITE RESTAURANT – discussion took place regarding expired BIA Dollars from prior program.

BIA-158-2019 Moved by Laura Lucier, seconded by Roberta Weston to deny request for reimbursement.

CARRIED

7. BIA BOARD SEAT – Dave Debergh has asked to take the empty seat of Paul Thompson. Dave is from Libro as well. BIA Coordinator is to send a letter to Council to request the change.

8. LETTER TO POLICE BOARD – ongoing concerns of safety, graffiti, drugs and now gunfire in the downtown were discussed.

BIA-159-2019 Moved by Heather Brown, seconded by Laura Lucier to send a letter to the Police Board through Nelson Santos requesting more police presence.

CARRIED

K. NEXT MEETING DATE

The next meeting of the Committee will be held on Tuesday, December 10, 2019 at 6:15 PM

L. ADJOURNMENT

The meeting adjourned at 7:37 p.m.

CHAIR, Beth Riddiford

RECORDING SECRETARY,
Christina Bedal

JOINT BOARD OF MANAGEMENT

Wednesday, November 20, 2019
9:00 AM
Unico Community Room,
37 Beech Street
Kingsville

MINUTES

Members Present:	Mayor MacDonald (Chair); Deputy Mayor Verbeke, Councillors Dunn, Hammond, Jacobs, Wilkinson – Leamington Mayor Nelson Santos (Vice-Chair); Deputy Mayor Queen, Councillors DeYong, Gaffan (alternate), Patterson – Kingsville Councillor VanderDoelen – Essex Councillor Walstedt - Lakeshore
Members Absent:	Councillor Neufeld - Kingsville
Staff Present:	Andy Graf – Essex Kevin Girard – Lakeshore Shannon Belleau – Leamington
OCWA Staff Present:	Susan Budden, Dave Jubenville Dale Dillen, Ken Penney

Call to Order: 9:03 am

Disclosures of Pecuniary Interest: none

Adoption of Board Minutes:

No. UW-50-19

Moved by: Councillor Walstedt

Seconded by: Councillor Dunn

That Minutes of the UWSS Joint Board of Management meeting of October 16, 2019 be received.

Carried

Business Arising Out of the Minutes:

There was none.

Report UW/31/19 dated, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to November 15, 2019

The Manager reviews his report with board members. The Manager explains that there is a lot of construction activity at the Ruthven WTP at the moment and this the reason behind the change of location for the November meeting. He further explains that regular maintenance is always ongoing with the OCWA staff.

The Low Lift has been isolated, drained, cleaned and inspected and no issues were observed. The Cottam Booster Station (CBS) was inspected by Watech Services on November 13th and 14th. This was a live wet dive and based on their inspection all appeared to be in order. No cracks were observed and the Manager is just awaiting a final report. Also in regard to the CBS the site inspection took place with the engineer and the contractor. A few bare spots of grass cover was observed, however, those will be re-seeded in the Spring. The Manager reminds members of the board of the two (2) year warranty on this project.

During regular inspection a waste water pump was identified as being very corroded. OCWA staff proceeded to scrape and remove the corrosion, then Denso wrap the piping which should keep the piping in its existing condition.

Clarifier #3 mixer motor variable frequency drive repairs were completed during the past month and this clarifier is now back in service. Filters #2 and #4 gate valves have been received, however, OCWA staff will install in coordination with the CO2 system.

The Manager reminds members of the ongoing SCADA project. He confirms that another Factory Accepted Test (FAT) will take place later in the week at the engineer's office in Etobicoke. This FAT will look at aspects of the LL and part of the WTP. He indicates that the project is moving slightly slower than anticipated, but the team is identifying a lot of things that has not been known about the system. He does expect the new system to be installed by February.

The Manager provides an update on the CO2 pH Adjustment Project. He notes there has been a slight delay with some of the installation due to the weather, but notes things are still moving well. He states that the scrubber and the tonners have been installed, however they are waiting on new racks, which should arrive soon. He feels that this system will be commissioned sometime in December.

The Manager explains to Board members of the secondary disinfection review being conducted by Associated Engineering (AE). He explains that a workshop had taken place and since that time the Manager has received the final report. This report has been delivered to municipal colleagues and he expects to have a meeting with this working group sometime during the week of December 5th. This meeting will discuss and identify the method to move ahead for permanent secondary disinfection. That Board asked why AE was chosen for this project and whether they had experience in this area of consideration. The Manager explains that AE is very familiar with UWSS and have done a number of studies for larger cities.

The Manager confirms that flows are still up quite a bit over last year and the four year average and doesn't expect that trend to change. He will monitor closely.

No. UW-51-19

Moved by: Deputy Mayor Verbeke

Seconded by: Councillor Jacobs

That report UW/31/19 dated November 15, 2019 re: Status Update of the UWSS Operations & Maintenance Activities and Capital Works to November 15, 2019 is received.

Carried (UW/31/19)

Verbal presentation of the preliminary 2020 Union Water Supply System Joint Board of Management Budget and Six Year Capital Plan

The Manager explains to members of the Board that the presentation today is for information purposes, allows time for review and allows member to ask questions prior to his seeking approval of the 2020 Budget at the December meeting. He provides members with a Memo Package for review.

He also explains that all his figures will be migrating over to the use of metric, rather than imperial. The new SCADA system will be in metric as well and this will make things easier, however, imperial will be in brackets for the time being.

The Manager uses a 1% increase in flows, which is the first time, in perhaps eight (8) or nine (9) years that an increase has been used. The projected revenues are expected to be approximately $11 million. He reminds members that the new Operations and Maintenance contract with OCWA took place on July 1st of this year, this includes new staffing and an agreement with Air Liquide, so OCWA budget increased slightly for the second half of 2019.

He explains that the debt service loan to Sun Life Financial will be completed in 2026, which will free up monies. He anticipates approximately $3.1 million surplus being transferred to reserves and a budget of $5 million taken from reserves, with a net deficit from the reserves of $1.9 million.

The Manager is proposing a rate increase of 4%, which is keeping in line with the Financial Plan from Watson & Associates. The Financial Plan was presented to the Board and approved earlier this year and the increase will allow for the comprehensive budget to continue to move forward. He reminds members of the Board that this increase is scheduled to take place over the next several years, to help cover the projects coming up in the six (6) year plan.

Municipal Staff member, present in the audience, asks if the restructuring takes place, will this potentially change the rates. The Manager indicates that for the coming year it will not change the 4% rate increase, but beyond that restructuring could potentially mean a lower rate, as the UWSS would have the ability to take on debt/grants.

The Manager moves on to the Capital Program explaining that a lot of the invoices for the bigger projects for 2019 have not yet been received, but should be by the on the year. He explains that some projects have been moved over to the 2020 year. He explains all of the "Studies/Programs" that will be happening in the next year, such as water modeling, Lake Erie HAB program, study regarding potential Reservoir #3, and study regarding back up power generation.

The Manager then reviews the bigger capital items that will be required in 2020 such as: Filters #2 and #4 are leaking, HL pump #7, SCADA (finish up project), new security system, Dissolved Air Filtration (DAF) and the Kingsville Water Tower rehabilitation. The Manager briefly explains each item, while members of the Board ask questions of each potential project.

The Manager then reviews the Budget Summary which includes, debts, revenues and expenditures. He notes that the UWSS is in good shape with monies in the bank earning revenue.

The Board asks if perhaps the capital program is a bit aggressive and wonders if staff can keep up with the workload. The Manager explains that some of the projects have taken a little longer than expected, and he intends to spread some projects over two (2) years.

The Manager asks the members of the Board to review the memo provided and email him any questions they may have. He will then be seeking approval of the 2020 Budget at the December Board meeting.

No. UW-52-19

Moved by: Councillor Dunn

Seconded by: Councillor DeYong

That the verbal presentation and memo is received for information.

Carried

Report UW/32/19 dated November 15, 2019 re: Payments from October 11th to November 1st, 2019

No. UW-53-19

Moved by: Councillor Patterson

Seconded by: Deputy Mayor Queen

That report UW/32/19 dated November 15, 2019 re: Payments from October 11th to November 1st, 2019 is received.

Carried (UW/32/19)

New Business

The Manager shows the members of the Board the drawing for the potential Administration Area expansion predesign, which is included in the Six (6) Year Capital Plan. He explains the need for an elevator at the facility to meet accessibility requirements, and the potential to use this opportunity to create more space for administration as well. The plans include a new board room, office space and improved parking as well.

Adjournment:

No. UW-54-19

Moved by: Councillor Patterson

Seconded by: Councillor Dunn

That the meeting adjourn at 10:15

Carried

Date of Next Meeting: Wednesday, December 18, 2019, at the Unico Community Centre, 37 Beech Street, Kingsville.

/kmj

Gary McNamara
Essex County Warden
The Corporation of the County of Essex

November 20, 2019

Town of Kingsville
Attention: Nelson Santos, Mayor
2021 Division Road North
Kingsville Ontario
N9Y 2Y9

Dear Mayor Santos,

Re: Local Health Care Services - Support for the Resolution from the Town of Kingsville

On November 6, 2019, Essex County Council met for their Regular Council Meeting at which they considered a letter and resolution from the Town of Kingsville regarding local health care services (attached hereto). As a result, the Council of the County of Essex resolved the following:

207-2019
Moved By: Gord Queen
Seconded by: Nelson Santos
That Essex County Council supports the resolution from the Town of Kingsville Council regarding Local Health Care Services. – **Carried**

The County of Essex recognizes the importance of adequate health care resources in our community and across the province. Further, the County of Essex emphasizes that it is imperative that appropriate, fulsome health care services continue to be available for the preservation of health and wellbeing of our population.

519-776-6441 ext. 1327
TTY 1-877-624-4832
360 Fairview Ave. W.
Suite # 314 Essex, ON N8M 1Y6
countyofessex.ca

Should you require clarification or if you would like to further discuss the matter presented, please contact this office at your convenience.

Regards,

Gary McNamara

Warden, County of Essex

Encl: Town of Kingsville Letter/Resolution

CC:

- The Honourable Doug Ford, Premier of Ontario doug.ford@pc.ola.org
- Jennifer Astrologo – Town of Kingsville jastologo@kingsville.ca

519-776-6441 ext. 1327
TTY 1-877-624-4832

360 Fairview Ave. W.
Suite # 314 Essex, ON N8M 1Y6

countyofessex.ca

Municipalité de
Municipality of
MATTICE-VAL CÔTÉ

Sac postal / P.O. Bag 129, Mattice, Ont. P0L 1T0
(705) 364-6511 – Fax: (705) 364-6431

Meeting no. 19-15 **Resolution no. 19-222** **Date: November 26th, 2019**

Moved by: Daniel Grenier **Seconded by: Richard Lemay**

BE IT RESOLVED THAT Council of the Municipality of Mattice – Val Côté hereby supports Resolution no. 533-2019 made by Council of the Town of Kingsville, calling upon the Ontario government to halt the closures of, mergers of, and cuts to our local health care services, including Public Health Units, land ambulance services, hospitals and long-term care homes, and;

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Town of Kingsville and to our federal and provincial government representatives, Carol Hughes and Guy Bourgouin.

Carried ✓ Defeated ____ Deferred ____

Mayor, Marc Dupuis
President Officer

Recorded Vote
(unanimous unless indicated below)

Name	Yeas	Neas	Abstention
Dupuis, Marc			
Brousseau, Steve			
Grenier, Daniel			
Lemay, Richard			
Malenfant, Joyce			

Certified by: Guylaine Coulombe
Guylaine Coulombe, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE
69 FOURTH AVENUE, P. O. BOX 40, LARDER LAKE, ON P0K 1L0
PH: 705-643-2158 FAX: 705-643-2311
LARDERLAKE.CA

November 12, 2019

Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West, Guelph, ON N1G 4Y2
minister.omafra@ontario.ca

Dear Mr. Ernie Hardeman:

Re: Main Street Revitalization Grant – Extension request

In the summer of 2018, we were advised that we were allocated main street revitalization funding. On September 4th, 2019 Municipal senior staff reached out to the representative of the distributing agency of these funds (AMO) to request an extension on the spending of the funds. Staff were told that we are not the only Municipality that has enquired about an extension but that no formal response has been received from OMAFRA to AMO about allowing an extension.

An email follow-up was sent to AMO on October 7th to see if any progress had been made on granting extensions. The email also included the following list of reasons why an extension is REQUIRED:

- We were advised of the funding in summer of a Municipal election year
- Council not knowing if they were going to be re-elected did not want to choose a project for the funds
- An entirely new Council was elected in October and sworn in in early December.
- Council orientation and 2019 budget took precedence on choosing a project
- Council has recently (end of August 2019) chosen a project.
- The project requires work outside in reasonable temperatures.
- The temperatures in Northern Ontario are not stable enough till may to perform the project.

The response from AMO, which was received on the same day, was the following:
"Thanks for this, Julie. We've outlined several these reasons in our letter to OMAFRA. I'm hopeful that I'll have some more information soon."

We have been also been told to select an alternative project that would be eligible. In small towns there are certain items that are more critical than others. In our case having our landmark refurbished is the main project we would like to get done with this funding. An alternative project will not have the same visual impact. We are pleading that you provide an extension to this funding soon as possible. The request is that the project funding be extended till end of July 2020.

If you require more information please do not hesitate to contact our office at 705-643-2158.
Yours truly,
Julie Bouthillette
Julie Bouthillette, CAO /Clerk-Treasurer

Cc: Adam Garcia AGarcia@amo.on.ca
Lorna Ruder lruder@amo.on.ca (Please share with AMO board)

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE
69 Fourth Avenue, Larder Lake, ON
Phone: 705-643-2158 Fax: 705-643-2311

MOVED BY:	SECONDED BY:	
___ ☐ Thomas Armstrong	___ ☐ Thomas Armstrong	Motion #: 24
___ ☐ Patricia Hull	___ ☐ Patricia Hull	Resolution #: 24
P.H ☐ Paul Kelly	___ ☐ Paul Kelly	Date: November 12, 2019
___ ☐ Lynne Paquette	P.H ☐ Lynne Paquette	

WHEREAS Council has discussed and edited the letter to the Ministry of Agriculture, Food and Rural Affairs; And

THEREFORE, Council directs staff to send the letter with this attached resolution as endorsement to the letter; And

FURTHER that the letter also be sent to Premier Doug Ford, Our local MPP and all other Municipalities in Ontario.

Recorded vote requested: ☐

	For	Against
Tom Armstrong		
Patricia Hull		
Paul Kelly		
Lynne Paquette		
Patty Quinn		

I declare this motion

☑ Carried
☐ Lost / Defeated
☐ Deferred to: _____ (enter date) Because:
☐ Referred to: _____ (enter body) Expected response: (enter date)

Disclosure of Pecuniary Interest*

Chair: Patricia Hull

***Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.**

THE TOWNSHIP OF
GREATER MADAWASKA

Council Resolution Form

Date:	18 Nov 2019	No:	Resolution No.261-19
Moved By:	Councillor Rigelhof Seconded by Councillor MacPherson	Disposition:	CARRIED.
		Item No:	9.11.1

Description: Support for ministers to allow for electronic delegation

RESOLUTION:

WHEREAS Council has discussed lobbying the provincial ministers to allow for electronic delegation;

AND WHEREAS Council feel that it is unjust to have to attend expensive conferences to be able to have a delegation with Ministers or the Premier;

AND THEREFORE, Council requests that the Ministers and the Premier offer electronic delegations to small and rural Municipalities that do not have sufficient budget to attend conferences;

FURTHERMORE, that this resolution be sent to all Ontario Municipalities to request their support and sent to the Premier and all the Ministries for their consideration.

Recorded Vote Requested by:

.....

	Yea	Nay
B. Hunt	____	____
L. Perrier	____	____
C. Rigelhof	____	____
J. Frost	____	____
G. MacPherson	____	____

MAYOR

Declaration of Pecuniary Interest:

.....

Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
322 Main Street South P.O. Box 759
Exeter Ontario
N0M 1S6
Phone: 519-235-0310 Fax: 519-235-3304
Toll Free: 1-877-204-0747

November 18, 2019

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

Attention: Honourable Premier Ford

Re: Support for Town of Prescott Resolution on the Transformation of Building Services and creation of a new Delegated Administrative Authority with regard to building service delivery

The following resolution was passed by the Council of the Corporation of the Municipality of South Huron at the Regular Council meeting on November 4, 2019;

554-2019
Moved by: T. Oke
Seconded by: B. Willard

"That South Huron Council support the Town of Prescott Resolution on the Transformation of Building Services and creation of a new Delegated Administrative Authority with regard to building service delivery; and

That this motion is sent to the Honourable Doug Ford, Premier of Ontario, The Honourable Steve Clark, Minister of Municipal Affairs and Housing, The Honourable Jim McDonnell, Parliamentary Assistant for Municipal Affairs and Housing and the Association of Municipalities of Ontario."

Sincerely,

Rebekah Msuya-Collison, Clerk
Municipality of South Huron
519-235-0310 x227
clerk@southhuron.ca

cc: The Honourable Steve Clark, Minister of Municipal Affairs and Housing,
The Honourable Jim McDonnell, Parliamentary Assistant for Municipal Affairs and Housing,
The Association of Municipalities of Ontario

THE CITY OF WINDSOR
ONTARIO, CANADA

OFFICE OF THE CITY CLERK
COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL
WINDSOR, ONTARIO
N9A 6S1

Fax: (519)255-6868
E-mail: clerks@citywindsor.ca
WEBSITE: www.citywindsor.ca

City Council
Decision
Monday, November 18, 2019

Moved by: Councillor McKenzie
Seconded by: Councillor Francis

Decision Number: CR570/2019
That report no. 105 of the Windsor Essex County Environment Committee – Climate Change Emergency Declaration indicating:
That the following Climate Change Emergency Declaration prepared by the Air Subcommittee of the Windsor Essex County Environment Committee BE APPROVED:

WHEREAS the most recent report by the UN Intergovernmental Panel on Climate change (IPCC) has indicated that within less than 12 years, in order to keep the global average temperature increase to 1.5 degrees Celsius and maintain a climate compatible with human civilization, there must be a reduction in carbon emissions of about 45% from 2010 levels, reaching net zero carbon emissions by 2050; and

WHEREAS based on current projections of the future impacts of human caused climate change, climate change will adversely impact Windsor-Essex's local economy, damage local infrastructure and property, put a strain on municipal budgets and result in significant economic and health burdens for the constituents of Windsor-Essex, particularly our vulnerable populations; and

WHEREAS climate change will jeopardize the health and survival of many local plant and animal species as well as their natural environments and ecosystems; and

WHEREAS Windsor-Essex is already experiencing large and increase climate change impacts including but not limited to overland flooding, heavy rain event flooding, emergence of invasive species, an increased number of high heat days, the rise of vector borne diseases, the re-emergence of blue-green algae and harmful algal blooms in our lakes and rivers; and

WHEREAS municipalities are understood to produce and/or have regulatory jurisdiction over approximately 50% of carbon emissions in Canada; and

WHEREAS the City of Windsor join the Government of Canada and 444 Canadian municipalities (including Vancouver, Ottawa, Montreal, and 18 other Ontario

Phone: (519)255-6211

CITY HALL
WINDSOR, ONTARIO
N9A 6S1

Fax: (519)255-6868
E-mail: clerks@citywindsor.ca
WEBSITE: www.citywindsor.ca

municipalities, among them Chatham-Kent, Sudbury, Sarnia, Guelph, and Kingston) that have declared climate emergencies, some of which are also implementing strategic plans in order to help reduce global carbon emissions and mitigate the impacts of climate change; and

WHEREAS the City of Windsor, the Essex Region Conservation Authority (ERCA) and the Windsor Essex County Health Unit (WECHU) are committed to and currently undertaking city and regional climate change planning, encompassing both mitigation and adaptation, in partnership with others; and

WHEREAS this emergency is an opportunity to bring together County, City and Town governments as well as regional stakeholders to work together on climate change planning and implementation with the aim of protecting our region and contributing to greater national and global climate change response; and

WHEREAS implementing climate action and making a transition to a low-carbon economy also represents a significant opportunity to stimulate economic growth, increase job opportunities and develop new technologies;

THEREFORE BE IT RESOLVED that the City of Windsor declare a Climate Emergency in the knowledge that this is an emergency with no foreseeable conclusion which will require robust and permanent changes in how the City and County conduct their business; and further,

That in response to this emergency, the need to reduce overall emissions from the City of Windsor and the County of Essex as well as continue to prepare for Windsor-Essex County's climate future are deemed to be high priorities when considering budget direction and in all decisions of council; and further,

That the City of Windsor administration BE DIRECTED to prepare reports for consideration by their respective Councils within 90 days containing recommendations for priority actions items, implementation measures, cost requirements to accelerate and urgently work towards the reduction of emissions and preparing for our climate future and include any initiatives that we are aware of by our Detroit neighbours and any other neighbouring municipalities across the border
BE APPROVED; and,

That the County of Essex **BE REQUESTED** to consider adopting the resolution as outlined above.

THE CITY OF WINDSOR
ONTARIO, CANADA

OFFICE OF THE CITY CLERK
COUNCIL SERVICES

Phone: (519)255-6211

CITY HALL
WINDSOR, ONTARIO
N9A 6S1

Fax: (519)255-6868
E-mail: clerks@citywindsor.ca
WEBSITE: www.citywindsor.ca

Carried.

Report Number: SCM 397/2019 & SCM 362/2019
Clerk's File: MB2019 8.30

Anna Ciacelli
Supervisor of Council Services
November 28, 2019

The Corporation of The
Town of Amherstburg

November 25, 2019 **VIA EMAIL**

Honourable Jeff Yurek
Minister of the Environment, Conservation and Parks
College Park 5th Floor
777 Bay St.
Toronto, ON
M7A 2J3

Re: Declaration of Climate Emergency in the Town of Amherstburg

Dear Hon. Yurek,

At its meeting of November 12th, 2019, Amherstburg Town Council passed the following resolution as recommended by the Windsor-Essex County Environment Committee:

> *"**WHEREAS** the Windsor-Essex County Environment Committee is sounding the alarm and urging the City of Windsor and the County of Essex to declare Climate Emergencies and work together to reduce emissions; and,*
>
> ***WHEREAS** more than 444 Canadian municipalities (including Chatham-Kent, London, Sarnia, Hamilton, St. Catharines, Guelph, Kingston, Kitchener and the Waterloo Region) have declared Climate Emergencies, some of which are also implementing strategic plans in order to help reduce global carbon emissions and mitigate the impacts of climate change; and,*
>
> ***WHEREAS** Amherstburg distributed sandbags to residents this summer in the face of historic water levels and has 43.7 km of shoreline along the Detroit River and Lake Erie, along with 12.4 km of shoreline on inland waterways, and is thus greatly affected by water levels in the Great Lakes basin; and,*

WHEREAS *the most recent report by the UN Intergovernmental Panel on Climate Change (IPCC) has indicated that within 12 years, in order to keep the global average temperature increase to 1.5 degree C and maintain a climate compatible with human civilization, there must be a reduction in carbon emissions of about 45% from 2010 levels, reaching net zero carbon emissions by 2050; and,*

WHEREAS *based on current projections of the future impacts of human-caused climate change, climate change will adversely the local economy, local infrastructure and property, put a strain on municipal budgets and result in significant economic and health burdens for local residents, particularly our vulnerable populations; and,*

WHEREAS *climate change will jeopardize the health and survival of many local plant and animal species as well as their natural environments and ecosystems; and,*

WHEREAS *Amherstburg and the surrounding region is already experiencing climate change impacts including, but not limited to, overland flooding, heavy rain event flooding, emergence of invasive species, an increased number of high heat days, the rise of vector borne diseases, the re-emergence of blue-green algae and harmful algal blooms in our lakes and rivers; and,*

WHEREAS *municipalities are understood to produce and/or have regulatory jurisdiction over approximately 50% of carbon emissions in Canada; and,*

WHEREAS *Amherstburg is embarking on a review of the Town's Official Plan; and,*

WHEREAS *implementing climate action and making a transition to a low-carbon economy also represents a significant opportunity to stimulate economic growth, increase job opportunities and develop new technologies;*

THEREFORE BE IT RESOLVED *that Amherstburg declare a Climate Emergency and direct administration to prepare a report containing recommendations for priority actions items, implementation measures and cost requirements to accelerate and urgently work towards the reduction of emissions and preparing for our climate future."*

cc:
Doug Ford, Premier of Ontario
Association of Ontario Municipalities AMO)
Essex Region Conservation Authority (ERCA)
Ontario Municipalities
Taras Natyshak, MPP, Essex
Chris Lewis, MP, Essex
Windsor-Essex County Environment Committee

Regards,

Tammy Fowkes
Deputy Clerk
tfowkes@amherstburg.ca

The Corporation of The Town of Amherstburg

November 29, 2019

Mayor Nelson Santos
Town of Kingsville
2021 Division Road North
Kingsville, ON N9Y 2Y9

Re: Municipal Modernization Program

Dear Mayor Santos,

On November 1, 2019, the Honourable Steven Clark, Minister of Municipal Affairs and Housing advised that Intake 1 of the Municipal Modernization Program would be available to Municipalities. Under the program the Province is making $125 million available through 2022 – 2023 to help small municipalities to conduct new service delivery reviews. Further to this announcement Amherstburg's Town Council passed the following resolution at their November 25th meeting:

> *Administration BE DIRECTED to engage the professional services of a third party consultant, in accordance with the program eligibility requirements, to undertake a municipal service delivery review to address opportunities to achieve cost savings and efficiencies for the Town of Amherstburg and opportunities for shared services with regional municipalities; and,*
>
> *The Mayor send correspondence to regional Mayors seeking participation in the shared services review, in a future Municipal Modernization Program.*

Significant reduction in Provincial grant funding is forcing local government to either reduce levels of service or increase taxation levels in an effort to attain sustainability. As such we are suggesting our region undertake discussions on taking a proactive, collaborative approach on shared services that would benefit the regional as a whole, quite possibly ensuring the viability of our local municipal independence.

Please discuss this with your respective Councils and if in agreement, forward a resolution noting your support of such an initiative.

Together we are stronger,

Yours truly

Mayor Aldo DiCarlo

The Corporation of The
Town of Amherstburg

November 25, 2019 **VIA EMAIL**

Ministry of the Attorney General
McMurtry-Scott Building
720 Bay St., 11th Floor
Toronto, ON
M7A 2S9

Re: Joint and Several Liability Consultation – Town of Amherstburg Support

At its meeting of October 15th, 2019, Amherstburg Town Council supported the Township of Springwater's Resolution regarding Joint and Several Liability Consultation ***with the exception of Section 2e – Law Society of Ontario Charges***; the Town of Amherstburg does not support this section.

cc:
Doug Ford, Premier of Ontario
Association of Ontario Municipalities AMO)
Ontario Municipalities
Taras Natyshak, MPP, Essex
Chris Lewis, MP, Essex

Encl: Correspondence – Joint and Several Liability Consultation – Township of Springwater

Regards,

Tammy Fowkes
Deputy Clerk
tfowkes@amherstburg.ca

Township of Springwater

www.springwater.ca
2231 Nursery Road
Minesing, Ontario
L9X 1A8 Canada

September 26, 2019

Ministry of the Attorney General
McMurtry-Scott Building
720 Bay Street, 11th Floor
Toronto ON, M7A 2S9

Re: Joint and Several Liability Consultation

Please be advised that in response to your letter dated July 12, 2019, the Township of Springwater provides the following comments in regards to Joint and Several Liability.

1. Please describe the nature of the problem as you see it?

In response to the Province's request for consultation, the Township has a significant issue with Joint and Several Liability (JSL) and the impact it has on the municipality.

a. No Requirement of Proof

JSL is a tool that is used by the legal industry without any discretion to the point that this municipality feels that its use is negligent and in fact unethical. Most law suits that municipalities see are frivolous and vexations as lawyers cast their nets wide and attempt to use shotgun justice for their clients that are more than often the sole cause of a claim. A statement of claim does not require any proof that there is fault. A plaintiff only has to state who they think is involved and a significant amount of court time is spent determining who should be a party to the legal claim.

b. No Consequence for Being Wrongly Identified in a Statement of Claim

To add to this, there is no consequence that lawyers and their clients face for submitting a claim against a municipality when it is clear that a municipality is not involved. Municipalities incur significant administrative costs in managing these claims and the municipalities and their insurers pay significant costs to go through a lengthy process to prove that a claim was made in error (intentionally) only to find that a judge sees no reason to compensate a municipality for cost for incorrectly being named in a lawsuit by a plaintiff. Municipalities are seen as having deep pockets by the legal industry as well as the judicial system that makes decisions on these claims. Proof of innocence is often furnished to the plaintiff and lawyer by a municipality immediately upon notification of a pending legal action of statement of claim. This information is ignored by the plaintiff's lawyer. A plaintiff and their lawyer should have to reimburse a municipality for

all administrative and legal costs when the municipality is cleared of liability. Judges rarely compensate municipalities for being wrongly named in a legal action.

A recent example from 2019 occurred when a statement of claim was made against the Township of Springwater for an accident on a County Road (not the jurisdiction of Springwater). After legal and administrative costs totaling more than $5,000, Springwater was dismissed from the claim. Unfortunately no costs were assigned to the plaintiff for wrongly naming Springwater in the statement of claim. The current system is broken and Springwater tax payers are left paying the bill.

2. *What are the problems that you need addressed to benefit your community?*

a. *Ethical Standard of Due Diligence Required Before Submitting a Legal Action*

Lawyer's representing plaintiff's should be required to submit documentation that provides significant research into why a claim is being made and a municipality is being named in a law suit. The claim should clearly prove authority and responsibility. The current practice of naming every party under the sun in a legal claim is negligent and unethical.

b. *Frivolous and Vexatious Suits are Costing Taxpayers*

The Township of Springwater is seeing a significant waste of administrative time and cost in managing legal claims against the municipality that are predominantly frivolous and vexatious due to JSL. Over the last seven years, the municipality has had 55 claims made against the municipality. These claims range from trips/falls resulting in broken eyeglasses to cases that unfortunately involve loss of life. The Township has no problem dealing with claims that the municipality is responsible for; however the Township does have a problem dealing with claims it does not have any responsibility for. Of the 55 claims against the municipality, 42 of these claims are frivolous and vexatious. Claims that the municipality has no responsibility for. Over the past 7 years, Springwater has paid more than $100,000 on these frivolous and vexatious claims as they work themselves through the legal process. Many of these files are still open. This does not include additional costs paid by Springwater's insurance company that are beyond the municipality's deductible.

c. *Negligent Legal Actions (Beyond Frivolous and Vexatious)*

The Township of Springwater is currently named in 4 legal actions and an additional legal action (recently abandoned) for claims that occurred in another municipality (no where near Springwater). The Township is currently named in 3 claims that occurred in the Township of Clearview west of Stayner and one claim in the Township of Brock that have nothing to do with the Township. Springwater was named in a claim that occurred

in Wasaga Beach that was abandoned recently. All of these claims cost the Springwater taxpayer in administrative and legal costs as they work their way through the process.

d. Triage System for Claims

Before a claim makes it to a court date, the file should be triaged. It is at this stage that negligent of frivolous and vexatious claims will be filtered or thrown out. This process will trigger the reimbursement of costs to municipalities by unethical law firms.

e. Law Society of Ontario Charges

Lawyers that use JSL in an unethical way should be charged by the Law Society of Ontario. If a lawyer names a municipality in a legal action that should not be named, these lawyers should be suspended and potentially lose their license to practice law. There is a significant commonality when comparing frivolous and vexatious claims and the law firms/lawyers that submit them. The current code of ethics of the Law Society of Ontario should be updated by the Province to reprimand lawyers and law firms that negligently use JSL. The Province of Ontario should be involved in creating a new Code of Ethics for Ontario's legal industry.

3. Is it increased premiums? Rising deductibles?

A recent survey by CAO's in Simcoe County shows that insurance premiums are going up between 10% at the lowest to 59% being the highest in 2019. The Township of Springwater experienced a 10.8% increase in its 2019 insurance renewal. The area that typically sees an annual increase is related to the Municipal General Liability and Excess Liability lines of the business. The municipality was advised by its insurance broker that "over the past several years, insurance companies' appetite for Municipal Insurance has remained fairly stable. Insurance rates across all lines have seen only modest increases intended to simply keep pace with inflation and the rising cost of claims. Larger rate increases have been reserved for those accounts experiencing adverse claims development; either in frequency or severity (or both). However, starting in June 2018, the insurance market as a whole has shown clear signs of "hardening". Insurance companies for all sectors are putting stricter rules in place regarding the amount and breadth of coverage they will provide, and to which clients. Since the overall insurance supply is being reduced, the demand for insurer capacity is increasing, and as such, prices are elevating."

The table below provides at a high level (includes all lines of coverage) the Township's annual insurance premiums over the past five years.

2015	2016	2017	2018	2019
$234,942	$247,262	$254,388	$274,936	$304,688

The Township continues to consult with its insurance broker in an effort to ensure that Springwater's constituents are receiving the best value for their tax dollar; however, the rising costs of insurance are not sustainable over the long run. Staff and its insurance broker have looked at increasing our deductibles in an effort to reduce the overall premium; however this has led to minimal reductions in the overall annual premium to the Township.

4. Being unfairly named in lawsuits?

As detailed above, Springwater continues to be unfairly named in legal actions. Issues here range from a complete absence of research by legal firms on causality to the municipality being named in legal action in completely separate jurisdictions (other municipalities).

5. Feeling you cannot offer certain services because of liability risks?

More recently, with the advice of the Township's insurance broker, the Township has changed the way in which it delivers some of its recreational programs/services, especially as it relates to children's programs/activities. For example, the Township in partnership with its Community Recreation Associations will host a number of community based events throughout the year, which includes children's activities. In order to allow inflatable Bouncy castles at community events, the Township now requires the service provider to indemnify the Township and to also provide staff to monitor the safety of participants while in the inflatable Bouncy castle. Some vendors are reluctant to take on this risk.

Thank you for allowing the Township to participate in this consultation. We are open to further dialogue should you feel it necessary.

Yours truly,

Jeff Schmidt, CPA, CGA, B.A.S.
Chief Administrative Officer

Cc: Ontario Municipalities

The Corporation of The
Town of Amherstburg

December 18, 2019 **VIA EMAIL**

Association of Municipalities of Ontario (AMO)
200 University Ave.
Suite 801
Toronto, ON
M5H-3C6

Re: Request for Tiny House By-law in the Town of Amherstburg

At its meeting of October 28th, 2019, Amherstburg Town Council received a presentation from The Raybots Robotics Team, Stella Maris Elementary School, and passed the following:

"That a letter of support for tiny homes BE SENT to all Ontario Municipalities and the Association of Municipalities of Ontario (AMO)."

Motion Carried

Regards,

Tammy Fowkes
Deputy Clerk
tfowkes@amherstburg.ca

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

Dear Premier:

November 29th 2019

Re: Resolution from the Township of Springwater – Conservation Authority Levies

Please be advised that on November 27th the Town of Plympton-Wyoming Council passed the following motion to support the Township of Springwater motion (attached) that was passed on October 16th 2019.

Motion #7 *– Moved by Bob Woolvett, Seconded by Gary Atkinson that the Council of the Town of Plympton-Wyoming supports the resolution of the Township of Springwater regarding the Conservation Authority Levies.*

Motion Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me at the number above or by email at ekwarciak@plympton-wyoming.ca.

Sincerely,

Erin Kwarciak
Clerk
Town of Plympton-Wyoming

Cc: Renee Chaperon, Clerk – Township of Springwater
The Honourable Doug Ford, Premier of Ontario
Jeff Yurek, Minister of Environment, Conservation and Parks
Conservation Ontario
All Ontario Municipalities
Association of Municipalities of Ontario (AMO)

Township of Springwater

www.springwater.ca
2231 Nursery Road
Minesing, Ontario
L9X 1A8 Canada

October 21, 2019

Nottawasaga Valley Conservation Authority
8195 8th Line
Utopia ON, L0M 1T0

RE: Conservation Authority Levies

Please be advised that at its meeting of October 16, 2019, Council of the Township of Springwater passed the following resolution:

C456-2019
Moved by: Coughlin
Seconded by: Cabral

Whereas the Township of Springwater supports the objects of balance on conservation, environmental stewardship, and sustainability to anchor its operations, planning, services, and strategic vision;

And Whereas the Township of Springwater understands the need for both the Province and its municipalities to deliver clear, costed, and sustainable programs and services for taxpayers;

And Whereas both tiers of government must assess all programs and services to eliminate duplication and balance costs on tests of affordability, health, safety, and environmental stewardship;

And Whereas the Minister of Environment, Conservation, and Parks signaled on August 16, 2019 of a need for conservation authorities to re-focus their operations related to core mandates as currently defined in the Conservation Authorities Act, 1990, R.S.O. 1990, c. C.27 and its prescribed regulations;

And Whereas the Minister of Environment, Conservation, and Parks signaled on August 16, 2019 that Conservation Authorities should not proceed with any increases to fees or levies;

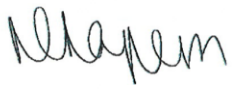
Therefore Be It Resolved That the Township of Springwater supports any Provincial effort to require its municipal levy only apply to core mandated programs and services;

And That this resolution be forwarded to Premier Doug Ford, the Minister of the Environment, Conservation, and Parks, the Honourable Jeff Yurek, the County of Simcoe, all Ontario municipalities, the NVCA and Ontario's other 35 Conservation Authorities, and Conservation Ontario, signaling the Township of Springwater's

support of the Province's review, consultations and development of an updated Conservation Authorities Act and the willingness to participate in all consultations and submissions to the same.

Carried

Sincerely,



Renée Chaperon
Clerk
/cp

cc. Doug Ford, Premier of Ontario
Jeff Yurek, Minister of Environment, Conservation and Parks
The County of Simcoe
Conservation Ontario
Ontario municipalities
Ontario Conservation Authorities

Corporate Services Department
Clerk's Office
CITY of STRATFORD
City Hall, P.O. Box 818
Stratford ON N5A 6W1

519-271-0250 Ext. 237
Fax: 519-273-5041
TTY: 519-271-5241
www.stratford.ca

December 6, 2019

Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Flr, 777 Bay St.
Toronto, ON M7A 2J3

minister.mecp@ontario.ca

Honourable Premier Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

premier@ontario.ca

Dear Premier Ford and Minister Yurek:

Re: Resolution in Support of Conservation Authorities

Stratford City Council recently adopted a resolution in support of continuation of the programs of Ontario conservation authorities and requesting the Ministry of Environment, Conservation and Parks give clear direction regarding what is considered mandatory or non-mandatory and how programs will be funded.

A copy of the resolution is attached for your consideration. We kindly request your support and endorsement.

Sincerely,

T. Dafoe

Tatiana Dafoe
Acting Clerk

Encl.
/ja

cc: MPP Erie Hardeman
MPP Randy Pettapiece
MP John Nater
Association of Municipalities of Ontario
Upper Thames River Conservation Authority
Conservation Ontario
All Ontario Municipalities

December 6, 2019

THE CORPORATION OF THE CITY OF STRATFORD

Resolution in Support of Conservation Authorities

WHEREAS the City of Stratford is committed to planning for a sustainable future for its resources and environment;

AND WHEREAS the City of Stratford is a member of the Upper Thames River Conservation Authority (UTRCA) and has a representative on the Board of Directors of the UTRCA;

AND WHEREAS the Board of Directors determines the policies, priorities and budget of the UTRCA;

AND WHEREAS the UTRCA provides the City of Stratford with expert advice on the environmental impact of land use planning proposals and that the City of Stratford does not have staff with comparable expertise or experience;

AND WHEREAS the UTRCA provides programs to the residents of Stratford and other member municipalities that include recreation, education, water quality monitoring, reduction of vegetation loss and soil erosion, preservation of species at risk, completing restoration projects on the Avon River as well as protecting life and property through a variety of measures;

THEREFORE BE IT RESOLVED:
That the City of Stratford supports continuation of the programs of the UTRCA, both mandatory and non-mandatory, and that no programs of the UTRCA or of the other Conservation Authorities in Ontario be "wound down" at this time. And that, the Ministry of Environment, Conservation and Parks give clear direction as to what programs are considered mandatory and non-mandatory and how those programs will be funded in the future;

AND THAT this resolution be forwarded to the Minister of the Environment, Conservation and Parks, Premier Doug Ford, MPP Ernie Hardeman, the Association of Municipalities of Ontario, the Upper Thames River Conservation Authority, Conservation Ontario and all Ontario municipalities.

The Corporation of the City of Stratford, P.O. Box 818, Stratford ON N5A 6W1
Attention: Acting Clerk, 519-271-0250 ext 329, clerks@stratford.ca

County of Simcoe
Clerk's Department
1110 Highway 26,
Midhurst, Ontario L9X 1N6

Main Line (705) 726-9300
Toll Free (866) 893-9300
Fax (705) 725-1285
simcoe.ca

December 11, 2019

The Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Floor
777 Bay St
Toronto, ON M7A 2J3

Re: Conservation Authority Exit Clause

On behalf of Warden Cornell and County Council, I'm writing to advise that at its meeting on December 4, 2019, Simcoe County Council approved the following recommendation:

> "That the resolution from the Township of Ramara regarding conservation authority exit clause, be supported."

A copy of the related correspondence from the Township of Ramara is enclosed for your information. Should you require anything further, please contact the undersigned at extension 1623.

Regards,

John Daly
County Clerk, and
Director of Statutory Services

Enclosure/

c.c. Jill Dunlop, MPP
Doug Downey, MPP
Andrea Khanjin, MPP
Caroline Mulroney, MPP
Jim Wilson, MPP
Conservation Ontario
Ontario Conservation Authorities
Ontario Municipalities

TOWNSHIP OF RAMARA

2297 Highway 12,
PO Box 130
Brechin, Ontario L0K 1B0
p.705-484-5374
f. 705-484-0441

November 7, 2019

Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Floor
777 Bay St
Toronto, ON M7A 2J3

Re: Conservation Authority Exit Clause

The Council of the Corporation of the Township of Ramara passed the following motion at their regular meeting held October 28, 2019, unanimously by a recorded vote:

WHEREAS the TOWNSHIP OF RAMARA has consistently expressed its view that its watershed conservation authorities are duplicative, financially unaccountable, in conflict with citizens and private property rights;

AND WHEREAS the TOWNSHIP OF RAMARA has encountered the regulatory obstacles to challenge the arbitrary, inefficient, non-transparent, and unsustainable municipal levy forced upon it annually by its watershed conservation authorities;

AND WHEREAS the TOWNSHIP OF RAMARA questions the efficacy and relevance of its watershed conservation authorities' programs and services and their performance in achieving the goals of conservation and environmental stewardship;

AND WHEREAS the TOWNSHIP OF RAMARA finds the current Conservation Authorities Act, 1990, R.S.O. 1990, c. C.27 and its proscribed regulations inconsistent and obsolete;

AND WHEREAS the Minister of Environment, Conservation, and Parks the Honourable Jeff Yurek signaled the province's intent to reconsider and update the Conservation Authorities Act, 1990, R.S.O. 1990, c. C.27 and its proscribed regulations;

THEREFORE BE IT RESOLVED THAT: the TOWNSHIP OF RAMARA support the province's determination that the existing Conservation Authorities Act, 1990, R.S.O. 1990, c. C.27 and its proscribed regulations require review;

AND THAT the TOWNSHIP OF RAMARA signal to the Ministry of the Environment, Conservation, and Parks of its willingness to participate in all consultations and submissions to the same;

AND THAT further the TOWNSHIP OF RAMARA signal its express desire that an exit clause be provided in any new Conservation Authorities Act to permit municipalities that determine the objects of conservation and environmental stewardship can be provided by alternative governance, programs, and/or services to exist costly and unwarranted conservation authority(ies) jurisdiction(s);

AND THAT this resolution be forwarded the Minister of the Environment, Conservation, and Parks, the Honourable Jeff Yurek, Conservation Ontario, Ontario's thirty-six conservation authorities, and all upper and lower-tier Ontario municipalities.

I trust the above is self-explanatory however if you require further information or clarification, please contact me.

Yours truly,

Jennifer Connor, CMO
Legislative Services Manager/Clerk

JC/cw

c.c. Jill Dunlop, MPP
Conservation Ontario
Ontario Conservation Authorities
Ontario Municipalities

County of Simcoe
Clerk's Department
1110 Highway 26,
Midhurst, Ontario L9X 1N6

Main Line (705) 726-9300
Toll Free (866) 893-9300
Fax (705) 725-1285
simcoe.ca

December 11, 2019

Nottawasaga Valley Conservation Authority
8195 8th Line
Utopia, ON L0M 1T0

Re: Nottawasaga Valley Conservation Authority Levy (NVCA)

On behalf of Warden Cornell and County Council, I'm writing to advise that at its meeting on December 4, 2019, Simcoe County Council approved the following recommendation:

> "That the resolution from the Township of Springwater regarding NVCA Levy be supported."

A copy of the related correspondence from the Township of Springwater is enclosed for your information. Should you require anything further, please contact the undersigned at extension 1623.

Regards,

John Daly
County Clerk, and
Director of Statutory Services

Enclosure/

c.c. Doug Ford, Premier of Ontario
Jeff Yurek, Minister of Environment, Conservation and Parks
Jill Dunlop, MPP
Doug Downey, MPP
Andrea Khanjin, MPP
Caroline Mulroney, MPP
Jim Wilson, MPP
Conservation Ontario
Ontario Conservation Authorities
Ontario Municipalities

Township of Springwater

www.springwater.ca
2231 Nursery Road
Minesing, Ontario
L9X 1A8 Canada

October 21, 2019

Nottawasaga Valley Conservation Authority
8195 8th Line
Utopia ON, L0M 1T0

RE: Nottawasaga Valley Conservation Authority Levy

Please be advised that at its meeting of October 16, 2019, Council of the Township of Springwater passed the following resolution:

C457-2019
Moved by: Coughlin
Seconded by: Moore

Whereas the Township of Springwater, like all municipalities in Ontario must confront fiscal limitations and re-evaluate programs, services, and the financial sustainability of each;

And Whereas the Township of Springwater is a constituent municipality in portions of the watershed under the jurisdiction of the Nottawasaga Valley Conservation Authority and is compelled to remit non-negotiable levy funding to the Authority on an annual basis;

And Whereas the Township of Springwater cannot exercise line-item scrutiny of Nottawasaga Valley Conservation Authority's budget and operations nor does the Authority itself provide detailed substantiation of the same to its member municipalities like the Township of Springwater;

And Whereas the Township of Springwater must account for all taxpayer funds it expends within its operations and that it forwards to local agencies and boards;

Therefore Be It Resolved That the Township of Springwater requests that the Nottawasaga Valley Conservation Authority provide prior to passage of its 2020 budget the following:

(1) Its interpretation and understanding of its mandated operations as found in the current Conservation Authorities Act, 1990, R.S.O. 1990, c.C.27 and its prescribed regulations;

(2) The costs of each as determined under (1);

(3) Detailed definitions and determinations of what can be characterized as non-mandatory programming and service(s);

(4) The costs of each as determined under (3);

(5) Detailed definitions and determinations of fee-for-service activities of the Nottawasaga Valley Conservation Authority, the revenues they generate as the activities take place within and/or requests originate from geographic area of the Township of Springwater; and

(6) The costs that arise from programs and services enabled through the Memorandum of Understanding with the Severn Sound Environmental Association.

And That this resolution be circulated to Premier Doug Ford, the Minister of the Environment, Conservation, and Parks, the Honourable Jeff Yurek, the County of Simcoe, all Ontario municipalities, the NVCA and Ontario's other 35 Conservation Authorities, and Conservation Ontario.

Carried

Sincerely,

Renée Chaperon
Clerk
/cp

cc. Doug Ford, Premier of Ontario
Jeff Yurek, Minister of Environment, Conservation and Parks
The County of Simcoe
Conservation Ontario
Ontario municipalities
Ontario Conservation Authorities

1525 Cornwall Road, Unit 22 | Oakville, Ontario | L6J 0B2
Telephone 289-291-6472
www.OGRA.org

December 12, 2019

Town of Kingsville
2021 Division Road North
Kingsville, ON N9Y 2Y9

Mayor & Members of Council:

This will acknowledge receipt of your Council's resolution requesting OGRA provide childcare services during our annual conference. I want to thank you for bringing this matter to our attention. OGRA received similar resolutions from several municipalities. OGRA is always pleased to hear from our members and we pride ourselves on being responsive to our member's needs.

The Board of Directors discussed this matter at their meeting in November and agreed that we would promote the use of a Toronto based childcare service that provides childcare in the delegate's room and that OGRA would reimburse 50% of the cost of the service (limits apply). Details on the service were emailed out on December 4, 2019 to all members and can be found on the OGRA Conference website.

http://ograconference.ca/accommodation/child-care-services/

The provision of childcare services is expensive and while OGRA is not in a position financially to cover 100% of the cost we do want to respond to our member's needs and feel that the 50% subsidy is reasonable.

We will review this program following the 2020 conference.

Yours truly

Rick Kester
President

The Corporation of the Township of Huron-Kinloss

P.O. Box 130
21 Queen St.
Ripley, Ontario
N0G2R0

Phone: (519) 395-3735
Fax: (519) 395-4107

E-mail: info@huronkinloss.com
Website: http://www.huronkinloss.com

The Honourable Jeff Yurek
Minister of the Environment, Conservation, and Parks
Conservation Ontario,
College Park 5th Flr, 777 Bay St,
Toronto, ON M7A 2J3

December 17, 2019

Dear Minister;

Re: Copy of Resolution #645

Please find below a copy of the resolution adopted by the Township of Huron-Kinloss Council at its December 16, 2019 session supporting the resolution brought forth by the Township of Ramara.

Motion No: 915

Moved by: Ed McGugan Seconded by: Lillian Abbott

That the Township of Huron-Kinloss support the the Township of Ramara's request for the province to review the existing Conservation Authorities Act, I990, R.SO.1990, c. C.27 and request that an exit clause be provided in any new Conservation Authorities Act to permit municipalities that determine the objects of conservation and environmental stewardship can be provided by alternative governance, programs, and/or services to costly and FURTHER directs staff to forward a copy of this resolution to the Honourable Jeff Yurek, the Minister of the Environment, Conservation, and Parks Conservation Ontario, Ontario's thirty-six conservation authorities, and all upper and lower-tier Ontario municipalities.

Carried.

Sincerely,

Emily Dance
Clerk

c.c Conservation Ontario, Ontario Conservation Authorities, Ontario Municipalities

Corporation of the Municipality of Thames Centre
4305 Hamilton Road, Dorchester, Ontario N0L 1G3 – Phone 519-268-7334 – Fax 519-268-3928 – www.thamescentre.on.ca – inquiries@thamescentre.on.ca

December 18, 2019

Hon. Jeff Yurek
Ministry of the Environment, Conservation and Parks
5th Floor – 777 Bay St.
Toronto, ON M7A 2J3

By email: jeff.yurek@pc.ola.org

RE: Support for Continuation of Mandatory and Non-Mandatory Programs of the Upper Thames River Conservation Authority (UTRCA) and Kettle Creek Conservation Authority (KCCA)

Dear Hon. Yurek,

Please be advised that the Council of the Municipality of Thames Centre, at the last regular meeting held on Monday, December 16, 2019, passed the following resolution:

> WHEREAS, the Municipality of Thames Centre is committed to planning for a sustainable future for its resources and environment;
> AND WHEREAS the Municipality of Thames Centre is a member of both the Upper Thames River Conservation Authority (UTRCA) and Kettle Creek Conservation Authority (KCCA) and has representatives on both Board of Directors;
> AND WHEREAS the Board of Directors determines the policies, priorities and budget of the UTRCA and KCCA;
> AND WHEREAS the UTRCA and KCCA provide the Municipality of Thames Centre with expert advice on the environmental impact of land use planning proposals and that the Municipality of Thames Centre does not have staff with comparable expertise or experience;
> AND WHEREAS the UTRCA and KCCA provide programs to the residents of Thames Centre and other member municipalities that include recreation, education, water quality monitoring, reduction of vegetation loss and soil erosion, preservation of species at risk, completing restoration projections on the Thames River as well as protecting life and property through a variety of measures, all of which the Municipality of Thames Centre does not have staff with comparable expertise or experience;
> THEREFORE IT BE RESOLVED that the Municipality of Thames Centre supports continuation of the programs of the UTRCA and KCCA, both mandatory and non-mandatory, and that no programs of the UTRCA or KCCA

or of the other Conservation Authorities in Ontario be “wound down” at this time.
AND THAT the Ministry of Environment, Conservation and Parks give clear direction as to what programs are considered mandatory and non-mandatory and how those programs will be funded in the future;
AND THAT both UTRCA and KCCA be invited to provide a delegation at a future Municipality of Thames Centre meeting to inform Council of the impacts of these programs to our communities;
AND THAT this resolution be forwarded to the Minister of the Environment, Conservation and Parks, Premier Doug Ford, the Association of Municipalities of Ontario, the Upper Thames River Conservation Authority, Kettle Creek Conservation Authority, Conservation Ontario and all Ontario municipalities.
Carried.

Should you have any questions, please advise.

Regards,

Tena Michiels

Tena Michiels
Clerk

Distribution: Premier Doug Ford
Association of Municipalities of Ontario
Upper Thames River Conservation Authority
Kettle Creek Conservation Authority
Conservation Ontario
All Ontario Municipalities

Office of the City Clerk
Woodstock City Hall
P.O. Box1539
500 Dundas Street
Woodstock, ON N4S 0A7
Telephone (519) 539-1291

December 18, 2019

The Honourable Jeff Yurek,
Minister of Environment, Conservation and Parks
College Park 5th Flr, 777 Bay St,
Toronto, ON M7A 2J3

Re: Ban of Single-Use Plastic Handled Shopping Bags

Please be advised that the Council of the Corporation of the City of Woodstock passed the following resolution at its regular Council meeting held on December 12, 2019:

"That Woodstock City Council continue to support the single-use plastic handled shopping bag ban in principle but defer a decision regarding implementation until the Provincial and/or Federal governments have announced their decision and plans for a ban;

And further that Woodstock City Council supports a harmonized ban of single-use plastic shopping bags across the Province of Ontario;

And further that staff be directed to participate in the consultations with the Minister of Environment, Conservation and Parks with respect to the new producer responsibility model for the Blue Box Program, including discussing solutions with respect to single-use plastic shopping bags;

And further that Council pre-approve $5,000 in the 2020 revenue fund budget in order for the Woodstock Environment Advisory Committee to undertake a public education campaign to educate and encourage Woodstock residents to reduce the use and consumption of single-use plastic shopping bags;

And further that this resolution be circulated to the Minister of Environment, Conservation and Parks and all Ontario municipalities."

Yours Truly,

Amelia Humphries, B. Math, M.P.A.
City Clerk

c: All Ontario municipalities

TOWN OF
WHITCHURCH–STOUFFVILLE
111 Sandiford Drive, Stouffville, ON L4A 0Z8

Customer Service Centre: 905-640-1900
Toll Free: 1-855-642-TOWN (8696)
Automated: 905-640-1910
Toll Free: 1-855-642-TOWS (8697)
Fax: 905-640-7957
www.townofws.ca

VIA Email <justin.trudeau@parl.gc.ca>

November 19, 2019

Justin Trudeau
House of Commons
Ottawa, ON
K1A 0A6

RE: Ban of Single-Use Disposable Wipes

Please be advised that the above-noted matter was placed before Council at its meeting held on November 5, 2019, and the following resolution was passed:

> WHEREAS Single-use wipes are a $6 billion industry and growing, and are now being advertised as a clean alternative to toilet paper that is safe to flush; and
>
> WHEREAS Single-use wipes accumulate in the sewer system and eventually clog the sanitary sewer system, requiring significant additional repair and maintenance; and
>
> WHEREAS the Municipal Enforcement Sewer Use Group estimates non-flushable materials cause $259 million in annual repairs across Canada; and
>
> WHEREAS a 2019 study released by Ryerson University tested 101 types of single-use disposable wipes and found that all of the wipes failed basic requirements of flushable products; and
>
> WHEREAS there is no one standard for what the word “flushable’ means; and
>
> WHEREAS there is a lack of public awareness of the impact caused by non-flushable wipes being flushed down toilets and consumer education and outreach could play a large part in reducing the impact; and
>
> WHEREAS Single-use wipes, even when properly disposed of as waste, are an inefficient and unsustainable use of resources that contribute significantly to environmental degradation.
>
> NOW THEREFORE BE IT RESOLVED THAT the Town of Whitchurch-Stouffville lobby the Provincial and Federal Governments to ban single-use disposable wipes; and

TOWN OF
WHITCHURCH–STOUFFVILLE
111 Sandiford Drive, Stouffville, ON L4A 0Z8

Customer Service Centre: 905-640-1900
Toll Free: 1-855-642-TOWN (8696)
Automated: 905-640-1910
Toll Free: 1-855-642-TOWS (8697)
Fax: 905-640-7957
www.townofws.ca

THAT this resolution be forwarded to the Right Honourable Prime Minister of Canada, the Honourable Premier of Ontario, the Minister of the Environment, Conservation and Parks, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, the Local Members of Provincial Parliament, York Region and all Municipalities within the Province of Ontario.

Yours truly,

Kristina Soolepp, Council Coordinator
(905) 640-1910 x 2463

cc. Honourable Premier of Ontario,
Minister of the Environment, Conservation and Parks,
Minister of Municipal Affairs and Housing,
Association of Municipalities of Ontario,
Local Members of Provincial Parliament,
York Region
All Municipalities within the Province of Ontario

Township of Perry

PO Box 70, 1695 Emsdale Road, Emsdale, ON P0A 1J0

PHONE: (705)636-5941
FAX: (705)636-5759
www.townshipofperry.ca

December 19, 2019

Via Email: justin.trudeau@parl.gc.ca

Right Honourable
Prime Minister of Canada Justin Trudeau
House of Commons
Ottawa, ON K1A 0A6

RE: Ban of Single-Use Disposable Wipes

Please be advised that the Council of the Corporation of the Township of Perry passed the following resolution at its last regularly scheduled meeting on December 18, 2019:

Resolution No. 2019-520
Moved: Joe Lumley
Seconded: Paul Sowrey

*"**WHEREAS** Single-use wipes are a $6 billion industry and growing, and are now being advertised as a clean alternative to toilet paper that is safe to flush; and*

***WHEREAS** Single-use wipes accumulate in the sewer system and eventually clog the sanitary sewer system, requiring significant additional repair and maintenance; and*

***WHEREAS** the Municipal Enforcement Sewer Group estimates non-flushable materials cause $259 million in annual repairs across Canada; and*

***WHEREAS** a 2019 study released by Ryerson University tested 101 types of single-use disposable wipes and found that all of the wipes failed basic requirements of flushable products; and*

***WHEREAS** there is no one standard for what the word "flushable" means; and*

***WHEREAS** there is a lack of public awareness of the impact caused by non-flushable wipes being flushed down toilets and consumer education and outreach could play a large part in reducing the impact; and*

...page 2

WHEREAS *Single-use wipes, even when properly disposed of as waste, are an inefficient and unsustainable use of resources that contribute significantly to environmental degradation.*

NOW THEREFORE BE IT RESOLVED THAT *the Township of Perry lobby the Provincial and Federal Governments to ban single-use disposable wipes; and*

THAT *this resolution be forward to the Right Honourable Prime Minister of Canada, the Honourable Premier of Ontario, the Minister of the Environment, Conservation and Parks, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario, the Local Members of Provincial Parliament, York Region and all Municipalities within the Province of Ontario.*

Carried"

Your attention to this matter is appreciated.

Sincerely,

Beth Morton
Clerk-Administrator

BM/ec

c.c. Honourable Premier of Ontario
Minister of Environment, Conservation and Parks
Minister of Municipal Affairs and Housing
Association of Municipalities of Ontario
Local Members of Provincial Parliament
York Region
All Municipalities within the Province of Ontario

December 20, 2019

Hon. Sylvia Jones
Solicitor General
George Drew Bldg, 18th Flr
25 Grosvenor Street
Toronto, Ontario
M7A 1Y6

Re: Town of Tecumseh Resolution on 911 Misdials

On behalf of Mayor Gary McNamara and Town Council, I am writing to advise that at its meeting on November 12, 2019, Tecumseh Town Council passed the following resolution:

> **Whereas** the calls for service for 911 Misdials have risen dramatically in recent years, correlated with the rise in cell phone use; and
>
> **Whereas** 911 Misdials must be responded to as if they were legitimate emergency calls; and
>
> **Whereas** each 911 call is responded to with two OPP officers at an average time per call of 1.2 hours; and
>
> **Whereas** each 911 call is a billable call to the municipality; and
>
> **Whereas** in 2019 alone to date, 911 Misdials in Tecumseh number 1,082 calls, which is 28.8% of all billable calls for service to date; and
>
> **Whereas** 911 Misdials are not unique to Tecumseh and in fact are common across the Province at an estimated cost of millions of dollars;
>
> **Now Therefore Be It Resolved That** the Municipal, Federal and Provincial governments and relevant associations, including but not limited to, the Ontario Association of Police Services Boards (OAPSB), the Ontario Association of Chiefs of Police (OACP), the Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO), be requested to lobby the telecommunications industry and smart phone manufacturers to develop a solution to 911 Misdials.

A copy of the report to Town Council (CAO-2019-09) on 911 Misdials is attached for your information. Should you require anything further, please contact the undersigned at lmoy@tecumseh.ca or extension 116.

917 Lesperance Rd. | Tecumseh ON | N8N 1W9 | 519 735 2184 | www.tecumseh.ca

Yours very truly,

Laura Moy, Dipl.M.M., CMMIII HR Professional
Director Corporate Services & Clerk

LM/ep

Attachments
1. Report CAO-2019-09 911 Misdials

cc: Hon. Bill Blair, Minister of Public Safety and Emergency Preparedness
Irek Kusmierczyk, MP
Percy Hatfield, MPP
Federation of Canadian Municipalities
Association of Municipalities of Ontario
Ontario Association of Police Services Boards
Ontario Association of Chiefs of Police
Ontario Municipalities
Telus
Bell
Rogers

The Corporation of the Town of Tecumseh

Chief Administrative Officer

To: Mayor and Members of Council

From: Margaret Misek-Evans, Chief Administrative Officer

Date to Council: November 12, 2019

Report Number: CAO-2019-09

Subject: 911 Misdials

Recommendations

It is recommended:

Whereas the calls for service for 911 Misdials have risen dramatically in recent years, correlated with the rise in cell phone use; and

Whereas 911 Misdials must be responded to as if they were legitimate emergency calls; and

Whereas each 911 call is responded to with two OPP officers at an average time per call of 1.2 hours; and

Whereas each 911 call is a billable call to the municipality; and

Whereas in 2019 alone to date, 911 Misdials in Tecumseh number 1,082 calls, which is 28.8% of all billable calls for service to date; and

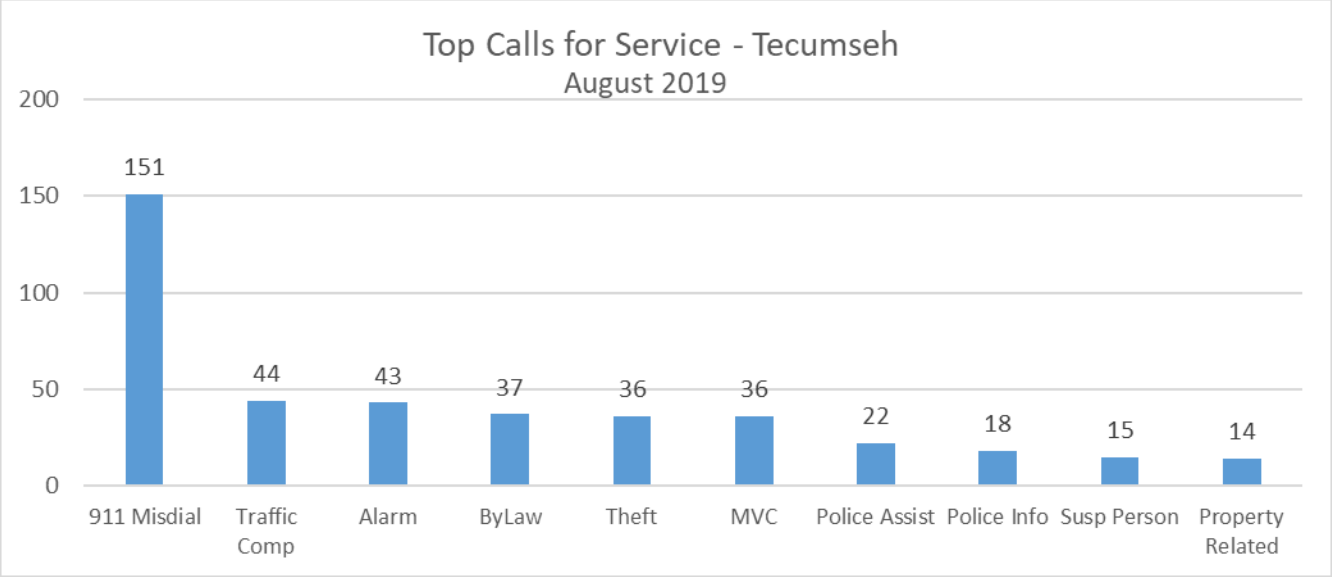
Whereas 911 Misdials are not unique to Tecumseh and in fact are common across the Province at an estimated cost of millions of dollars;

Now Therefore Be It Resolved That the Municipal, Federal and Provincial governments and relevant associations, including but not limited to, the Ontario Association of Police Services Boards (OAPSB), the Ontario Association of Chiefs of Police (OACP), the Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO), be requested to lobby the telecommunications industry and smart phone manufacturers to develop a solution to 911 Misdials.

Background

The Tecumseh Police Services Board (Board) receives regular reports from the Essex County OPP (OPP) on statistics related to calls for service. Over the past months, the Board has expressed concern on a number of occasions regarding the trend of increasing calls for service related to 911 Misdials, and the high proportion of total calls these represent.

At their October 10, 2019 meeting, the Board reviewed data contained in the 'Police Services Board Monthly Overview August 2019' produced by the OPP. The chart below shows the OPP's top calls for service in Tecumseh for the month of August 2019:



The report includes comparative information with other Essex County OPP Detachment municipalities and notes the following trends in the detachment area:

- A 65.7% increase in 911 Misdials in August 2019 (898 calls) compared to August 2018 (542 calls)
- An average of 29.9 Misdial calls per day
- 911 Misdials are trending 63.2% higher YTD 2019 (5,867 calls) compared to YTD 2018 (3,596)

Concern about escalating 911 Misdials and the effect of this trend on policing and police budgets was also raised at the recent Joint Essex County Police Services Board meeting held in Leamington on August 29, 2019. This meeting was attended by the boards from all Essex County OPP-policed municipalities, namely the Towns of Essex, Kingsville, Lakeshore, Tecumseh and Municipality of Leamington.

Following discussion of this data, and as a result of concerns expressed by members of the Board on multiple occasions, the Board passed Motion PSB 43/19 at the October 10, 2019 PSB meeting:

Whereas the calls for service for 911 Misdials have risen dramatically in recent years, correlated with the rise in cell phone use; and

Whereas 911 Misdials must be responded to as if they were legitimate emergency calls; and

Whereas each 911 call is responded to with two OPP officers at an average time per call of 1.2 hours; and

Whereas each 911 call is a billable call to the municipality; and

Whereas in 2019 alone to date, 911 Misdials in Tecumseh number 1,082 calls, which is 28.8% of all billable calls for service to date; and

Whereas 911 Misdials are not unique to Tecumseh and in fact are common across the Province at an estimated cost of millions of dollars;

Now Therefore Be It Resolved That the Tecumseh Police Services Board request Town Council to approach the Federal and Provincial governments and associations, including but not limited to, the Ontario Association of Police Services Boards (OAPSB), the Ontario Association of Chiefs of Police (OACP), the Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO), to lobby the telecommunications industry to develop a solution to 911 Misdials.

Comments

Administration obtained the most recent data available for 911 Misdials from the OPP. As of October 12, 2019, the OPP have responded to 1,082 911-related billable calls in Tecumseh, broken down as follows. This represents 28.8% of all calls for service in 2019 YTD. (Note: the categories correspond to those used in the OPP billing statement.)

Billable Category	Description	Number
911 Call / 911 Hang Up	General 911 misdial / hang up	482
911 Hang Up – Pocket Dial	(subcategory) Accidental 911 call using a cell phone	183
911 Call – Dropped Cell	(subcategory) 911 call using a cell phone, then signal was lost. Contact may have been made, then deemed non-emergency or accidental	417
Total	**All Categories**	**1,082**

The table below compares the 2019 statistics to previous years. While some ‘zero data’ is included, the total figures are most relevant. The OPP notes that the Pocket Dial category was introduced in 2013 and the Dropped Cell category was introduced in 2014. As the years went on, officers have become more diligent in classifying 911 misdials into these subcategories as opposed to the more general 911 Hang Up category.

Category	2013	2014	2015	2016	2017	2018	2019 YTD	2019 Est. *
911 Call / 911 Hang Up	640	698	479	449	411	530	482	578
911 Hang Up – Pocket Dial	1	6	21	20	69	70	183	219
911 Call – Dropped Cell	0	1	12	15	70	87	417	500
Total	**641**	**705**	**512**	**484**	**550**	**687**	**1,082**	**1,297**

* This is an estimated year-end total based on the YTD amount.

While some fluctuations are apparent, the estimated total number of misdials for 2019 is more than double the total recorded in 2013 and represents an 89% increase over 2018.

As noted earlier, the Board has expressed concerns about this trend both in relation to policing and the police budget. Each 911 call is handled the same way, with at least two officers dispatched to locate the source and respond. It can reasonably be concluded that time and resources spent responding to 911 Misdials divert resources from other community policing activities and initiatives. Efforts have been made by the Town and the OPP to educate the public on 911 misdials to curb frequency of such calls.

The Board's resolution recognizes that Tecumseh is not alone in dealing with this widespread issue. It also suggests that the solution does not necessarily lie in increased public education and awareness, but rather in the redesign of cell phone technology and the way it interfaces with the 911 system. New, easier-to-use features on smart phone releases are something the public takes comfort in, knowing that in an emergency they can reach 911 dispatch easily and send their coordinates to the dispatcher. However, the issue of 911 Misdials should also be raised with smart phone manufacturers to resolve inadvertent 911 calls, which appear to be on the rise.

Consultations

Information and Communications Services
Police Services Board
Ontario Provincial Police

Financial Implications

With respect to the police budget, the impact of one year's increase in call volume is not proportionately reflected in the billing statement, as the municipality's "Calls for Service" costs (a weighted portion of the provincial total) are calculated based on a four-year average. The escalating volume of calls will, however, contribute to a higher four-year average over time.

Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
☐	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
☒	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
☐	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
☒	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
☒	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

Communications

Not applicable ☒

Website ☐ Social Media ☐ News Release ☐ Local Newspaper ☐

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Ellen Preuschat
Executive Assistant to CAO

Recommended by:

Margaret Misek-Evans, MCIP, RPP
Chief Administrative Officer

Attachment Number	**Attachment Name**
None	None

P. Gordon Queen, 28 Pulford Street, Kingsville, Ontario N9Y 1B4

January 2020

The Corporation of
The Town of Kingsville,
2021 Division Road North
Kingsville, Ontario

Attention: Sandra Kitchen, Deputy Clerk

Notice of Motion for Council

At the next regular meeting of Council, I may move or cause to have moved that Council be provided with a detailed up date:
in respect to the proposed road and water line that has been proposed to serve the area west of the old town core.

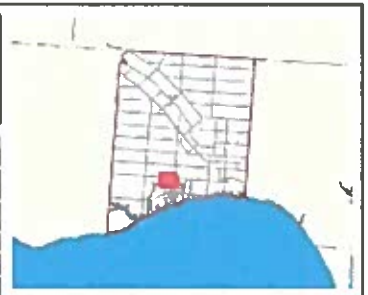
Gord Queen

Background
In 2018 The Council of the day with senior administration traveled on a school bus to review the status of the roads . During this bus tour , that was open to the public our Director of Municipal services pointed out to us a section on the south side of road two as a site that would be where a new road would be located.

On more than one occasion, we have heard that a new water line was required to serve the development of lands by and south of the golf course and lands in between.

Encl.
A map of road two , noting the site or area staff identified .

Kingsville Mapping



Legend

- Essex Municipalities
  - <all other values>
  - Kingsville
- Street
- Severance
- Kingsville Assessment
- OwnershipParcel

0 103.09 206.2 Meters

1: 6,184 1/1/2020

Notes

Enter Map Description

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.

P. Gordon Queen, 28 Pulford Street, Kingsville, Ontario N9Y 1B4

January 2020

The Corporation of
The Town of Kingsville,
2021 Division Road North
Kingsville, Ontario

Attention: Sandra Kitchen, Deputy Clerk

Notice of Motion for Council

At the next regular meeting of Council, I may move or cause to have moved that Council be provided with a detailed up date:

Regarding the Greenhouse House Industry Dark Sky Compliance Investigations that were approved last year.

Background
Motion was passed and investigation started the night the motion was passed.
To-day Council has not received much information on the subject.
Given that I attach an early list of sites that were approved for the greenhouse developments that should have included the dark sky requirements with the site plans.
I realise we may require time to complete all the investigations. I respectfully suggest we do need feedback to ensure compliance , perhaps starting with the first list.

Gord Queen

Encl
One of the first approval lists

.

Re-zoning requests approved

- Jem Farms Ltd. - County Road 34 E
- Rico Roots Plant Farms – Road 3 E
- 1659437 Ontario Ltd. – County Road 34 E
- 2623391 Ontario Ltd. – Road 3 E
- Hillside Hothouse – County Road 34
- Great Northern Seedlings – Road 3 E
- Giovanni & France Vespa – County Road 34
- Allegro Acres Inc. – Peterson Road
- J.C. Fresh – Graham Side Road

Deferred

- Sunquest Farms Ltd. – Road 3 E
- MOS Enterprises – County Road 34
- Kapital Produce – County Road 34

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 2 - 2020

Being a By-law to designate certain lands as a public highway in the Town of Kingsville

WHEREAS Section 27(1) of the *Municipal Act*, s.o. 2001, c.25, as amended, provides that municipalities may pass by-laws in respect of a highway only if it has jurisdiction over the highway;

AND WHEREAS Karnet Developments Limited is the titled owner of lands legally described as Block E on Plan M-20 (PIN 75174-0085), located within the Town of Kingsville;

AND WHEREAS it was the intention of Karnet Developments Limited and the Town of Kingsville that Block E on Plan M20 be conveyed/accepted by the Town of Kingsville as a Public Highway pursuant to the Plan of Subdivision registered the 21st day of October, 1969 and the affidavit of David Murray Valentine, former clerk of the Town of Kingsville, which affidavit is registered on title to Block E on Plan M20, pursuant to the Land Titles Act dated the 10th day of October, 1969;

AND WHEREAS it is necessary to dedicate Block E on said Plan M-20 to give effect to the intention of the agreement between Karnet Developments Limited and the Town of Kingsville;

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

1. That the area of Spruce Street being designated as Block E on Plan M-20 be dedicated by The Corporation of the Town of Kingsville and included in the Municipal road system as a public highway.

2. This By-Law comes into force and takes effect on the day of the final passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 13th DAY OF JANUARY, 2020.

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 5-2020

Being a by-law to amend By-law 55-2008, as amended, being a By-law to adopt and maintain a policy setting out the scope of the powers and duties which Council may delegate its legislative and administrative authority and to establish principles governing such delegation

WHEREAS section 270(1) of the *Municipal Act, 2001*, S.O. 2001, c.25 provides that a municipality shall adopt and maintain a policy with respect to the delegation of its powers and duties;

AND WHEREAS the Council of The Corporation of the Town of Kingsville passed By-law 55-2008 adopting such policy, which By-law was subsequently amended by By-law 126-2011 (replacement of Schedule A) and by Resolution of Council passed February 13, 2012;

AND WHEREAS the Council of The Corporation of the Town of Kingsville deems it expedient to further amend such policy by amending By-law 55-2008.

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

1. **THAT** Schedule A attached to By-law 55-2008 be and is hereby deleted and replaced with Schedule A attached hereto and forming part of this By-law.

2. **THAT** By-law 126-2011 is hereby repealed.

3. **THAT** this By-law comes into force and takes effect on the day of the final passing hereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 13th DAY OF JANUARY, 2020.

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo

Date Passed: April 28, 2008
Date Amended: October 11, 2011
Date Amended: February 13, 2012

DELEGATION OF POWERS AND DUTIES POLICY

1. Purpose

The *Municipal Act, 2001* requires that all municipalities adopt and maintain a policy with respect to the delegation of Council's legislative and administrative authority. The purpose of this policy is to set out the scope of the powers and duties by which Council may delegate its legislative and administrative authority and establish principles governing such delegation. This policy has been developed in accordance with the *Municipal Act, 2001* in order to comply with its other applicable sections, including section 270.(1)6. This policy applies to all Committees of Council, Departments and Staff.

2. Definitions

"Administrative Powers" Includes all actions required for the management of the Town which do not involve discretionary decision making.

"Delegation" Shall mean the transfer of approval authority of certain powers and duties from Council to a designated Town officer, employee or agent (under certain terms and conditions).

"Legislative Powers" Includes all actions where Council acts in a legislative or quasi judicial manner including enacting by-laws, setting policies and exercising decision making authority.

3. Policy Statement

The Council of the Town of Kingsville, as a duly elected municipal government, is directly accountable to its constituents for its legislative decision making, policies and administrative actions. Council's decisions are generally expressed by by-law or resolution of Council carried by a majority vote. The efficient management of the municipal corporation and the need to respond to issues in a timely fashion require Council to entrust certain powers and duties to committees and staff while concurrently maintaining accountability, which can be effectively accomplished through the delegation of legislative and administrative actions. Council authority will be delegated within the context set out in the *Municipal Act* and will respect the applicable restrictions outlined therein:

- Encouraging public access and participation to ensure that decision making is responsive to the needs of its constituents and receptive to their opinions;
- Delivering high quality services to our citizens; and
- Promoting the efficient use of public resources.

4. Implementation Procedure

Council may delegate its powers and duties under the *Municipal Act*, *Planning Act*, a Private Act relating to the municipality and such other Acts as may be prescribed to a person or body subject to the restrictions set out in this policy in the legislative requirements of the *Municipal Act*.

(i) Legislative and quasi-judicial powers can only be delegated to the following:

- One or more members of municipal Council;

- A body (committee) that has at least two members of which 50% are Council members, Council appointees or combination; or

- An Officer, employee or agent of the Municipality (if the power delegated is of a minor nature).

(ii) Council shall approve the conditions and limitations for the delegation of any of its legislative and quasi-judicial powers by the adoption of a by-law.

(iii) Council shall approve policy and procedure for the delegation which includes measures for the monitoring and accountability of the delegation and the transparency of the delegated action and decision.

(iv) Council shall only delegate legislative and quasi-judicial powers to an officer, employee or agent of the Municipality that are minor in nature, which is clearly defined within the policy and procedures authorizing the said delegation. Council, in determining whether or not a power is of a minor nature, should consider a number factors as well as the number of people, the size of the geographic area and the time period affected by an exercise of the power.

(v) The delegation of legislative and quasi-judicial powers of Council are restricted to powers found in the *Municipal Act*, the *Planning Act*, a private act relating to the municipality and such other acts as may be prescribed.

(vi) Any delegation of legislative or quasi-judicial powers may be subject to any regulations made by the Minister

5. Scope of Power

(i) A delegation may be revoked at any time without notice unless the delegation by-law specifically limits the Municipality's power to revoke the delegation.

(ii) A delegation shall not limit the right to revoke the delegation beyond the term of the Council which made the delegation.

(iii) A delegation may provide that only the delegate can exercise the delegated power or that both the Municipality and the delegate can exercise the power.

(iv) A delegation may be made subject to such conditions and limits as the Council considers appropriate. Council shall outline the procedure that the delegate is required to follow, specific measures for accountability of the delegate and the transparency of the delegates' action.

(v) Council may establish an appeal body to hear appeals or review decisions made under any delegated power, if it deems necessary.

6. Council Limitations To Delegate

Council is not authorized to delegate any of the following powers and duties:

- To adopt or amend the municipal budget;
- To pass a by-law and deal with issues regarding taxes, user fees, tax rates and ratios;
- To adopt a community improvement plan,;
- To adopt an official plan or an amendment to an official plan under the *Planning Act*;
- To pass a zoning by-law under the *Planning Act*;
- To appoint or remove statutory officers of the Municipality from office;

- To incorporate corporations;
- To hold a hearing or provide an opportunity to be heard before making a decision or taking a step required by an Act or other source of law;
- Any other power that may be prescribed.

Schedule A

Delegation of Routine Approvals

Approval	Limits
Appointment of Drainage Engineers	The appointment of engineering firms to prepare drainage reports may be limited to those firms approved by Council. This is a formality required under the Drainage Act and avoids the need to pass a resolution for each drainage report.
Tile Drainage Loan Applications/Shoreline Assistance Loan Applications	Approvals are limited by established provincial legislation. Implementation is through by-laws passed by Council.
Street closures or temporary street closures, detours due to construction.	Director of Municipal Services should be directed by policy.
In connection with a Special Event, as it is defined in the Special Event Policy: • the terms of such Special Event; • any street closures or temporary street closures required for such Special Event; and • the agreement incorporating the terms of such Special Event	By resolution of the Kingsville Parks, Recreation and Arts and Culture Committee.
In connection with a Special Event, as it is defined in the Special Event Policy, the signing of relevant agreement with the Special Event organizer.	Manager of Parks and Recreation following the approval of the agreement by resolution of the Kingsville Parks, Recreation and Arts and Culture Committee.
Amendments to the Special Event Procedure Guide	By resolution of the Parks and Recreation, Arts and Culture Committee.
Signing of financial statements and agreements, loans and cheques on behalf of the Corporation.	Two officers, being the Director of Financial Services/Treasurer or in the absence of the Director of Financial Services/Treasurer, the Manager of Financial Services/Deputy Treasurer - and - The CAO or in the absence of the CAO, the Director of Corporate Services/Clerk or the Mayor
Agreements binding the Corporation	Shall be executed by the Head of Council and the Clerk or Chief Administrative Officer.
Minor maintenance/rental agreements relative to daily operations of the Municipality.	Can be signed by the Director in charge of the Department requesting the agreement.
The Mayor, Chief Administrative Officer and Director of Financial Services are provided with municipal credit cards.	Use of the credit card for the purchase of goods and services from an approved supplier is authorized for under $2000 and shall not include capital assets. This method of procurement used for low value goods where other methods of purchase are deemed unpractical or inefficient.

Approval	Limits
Use of petty cash funds by the Director of Financial Services	Petty cash fund not to exceed $300 shall be maintained to facilitate small purchases and acquire goods and services where immediate payment is required.
Emergency Procurement Requirements	Where an emergency situation occurs requiring immediate purchase of goods and services essential to the prevention of safety hazards, serious delays and further damage or to restore minimum services. If the purchase is greater than $5,000, a report to the CAO outlining the emergency and noted goods will be required as soon after the emergency situation as practical.
Hiring Part Time and Temporary employees	In the event of a short-term or long-term illness or an employee absence from work, the CAO shall be permitted to replace the employee until their return. The CAO must obtain Council Approval prior to making any hiring decisions with respect to employees that report directly to him/her.
Erection of intersection traffic control signing.	Approval has been provided through the Traffic and Parking By-law.
Changes to Letters of Credit, Performance Bonds	The Director of Municipal Services and Director of Financial Services are authorized to accept changes based on the development.
Building Department Approvals	Agreements with registered code agencies to perform specified functions with regards to the Building Code Act and Conditional Building Permit agreements made under the Building Code Act.
The Director of Municipal Services authorizing pre-service in agreements	Allows developers to install certain works at their own risk, prior to finalization of Subdivision or Development Agreement.
Approval of use of municipal facilities including events to which alcohol may be served	Approval by Manager of Parks and Recreation is subject to meeting all conditions with respect to insurance, public health, fire safety and security and being consistent with the Municipal Alcohol Risk Policy.
Exemption from Site Plan Control	The Chief Building Official will finalize the exemption of site plan control during the Managers' Planning Review Group Meeting.
Sale of surplus and obsolete equipment	Administration shall dispose of such equipment in accordance with the Procurement of Goods and Services Policy.
Implementation of Assessment Review Board decisions	The Director of Financial Services and Tax Collector will continue processing decisions of the Assessment Review Board. Council

Approval	Limits
	will continue to be provided with copies of decisions.
Approval to operate a refreshment cart	The Clerk's Department is authorized to grant approvals that meet the requirements of the by-law.
Signing of labour relations issues	The CAO is authorized to signing union grievances, settlements, letters of understanding and is limited to signing contracts approved by Council and the respective union.
Signing of agreements for purchase and sale of municipal property and easement agreements Signing of contracts or agreements associated with the purchase of budgeted items or services	The CAO and/or Clerk will be limited to signing offers accepted by Council. Administration will be limited to the Procurement of Goods and Services Policy and approved budget amounts.
Over the Road Banner Applications, Noise Permits, Fireworks Permits, Lottery Licence Requests from Associations	Clerk and/or Deputy Clerk is authorized to approve
Culverts on Roadside Ditches	The Director of Municipal Services will process and supervise installation
Settlement of small insurance Claims	Administration will be consulted prior to a settlement

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 6-2020

Being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its January 13, 2020 Regular Meeting

WHEREAS sections 8 and 9 of the *Municipal Act, 2001* S.O. 2001 c. 25, as amended, (the "Act") provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising the authority conferred upon a municipality to govern its affairs as it considers appropriate.

AND WHEREAS section 5(3) of the Act provides that such power shall be exercised by by-law, unless the municipality is specifically authorized to do so otherwise.

AND WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the Town of Kingsville (the "Town") be confirmed and adopted by by-law.

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

1. The actions of the Council at its January 13, 2020 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 13th DAY OF JANUARY, 2020.

MAYOR, Nelson Santos

CLERK, Jennifer Astrologo