



**REGULAR MEETING OF COUNCIL
AGENDA**

Monday, November 22, 2021, 6:00 PM

Council Chambers

2021 Division Road N

Kingsville, Ontario N9Y 2Y9

Pages

A. CALL TO ORDER

In light of the ongoing COVID-19 pandemic, Council is meeting in-person in Council Chambers, however, members of the public can continue to view the meeting via livestream at www.kingsville.ca/livestream.

B. LAND ACKNOWLEDGEMENT

We acknowledge the Three Fires Confederacy (Ojibwe, Potawatomie and Odawa) and the Traditional ancestral, unceded territory of Caldwell First Nation; the original people of Point Pelee, Pelee Island and its surrounding waters. We recognize and respect the First Nations who are stewards of the land and waters of Turtle Island and who have embraced this stewardship since time immemorial. We would also like to acknowledge other nearby First Nations Communities and First Nations across Turtle Island.

C. MOMENT OF SILENCE AND REFLECTION AND NATIONAL ANTHEM

O'Canada by Sage Stapleton

D. AMENDMENTS TO THE AGENDA

E. 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.

F. PRESENTATIONS

1. Diana Radulescu (County of Essex Active Transportation Coordinator), Jerry Behl (County of Essex Manager Transportation, Planning and Development), and Tim Del Greco, Town of Kingsville Manager of Engineering RE: County Wide Active Transportation System. 1

Recommended Action

That the presentation be received.

G. CONSENT AGENDA

1. Town of Kingsville Accounts for the monthly period ended October 31, 2021 29
2. Update on By-Law to prohibit and regulate nuisances related to Greenhouse Odours and Lighting 41
3. Kingsville B.I.A. Minutes--October 13, 2021 45
4. County of Essex--Correspondence dated October 19, 2021 RE: Resolution of County Council--Agricultural Community Liaison 49
5. County of Essex--Correspondence from Warden McNamara to Prime Minister dated November 9, 2021 RE: Support of Municipality of Leamington Resolution re: Federal Support of Long-Term Care 55
6. Mattice-Val Cote--Resolution no. 21-247 passed November 8, 2021 RE: MPAC assessment 60
7. Committee of the Whole Meeting Minutes dated October 18, 2021 61
8. Regular Meeting of Council Minutes--November 8, 2021 67

H. REPORTS--COMMUNITY AND DEVELOPMENT SERVICES

1. Statement of Concurrence Request for Proposed Telecommunications Tower – 2804 Upcott Side Road, Part of Gore Lot A, Concession STR & Part 1, RP 12R 12215 78

R. Brown, Manager of Planning Services

Recommended Action

1. That Council authorize Administration to provide the applicant with a Statement of Concurrence that sufficient public consultation has occurred and the Town's policy has been addressed.

2. **Application for Site Plan Approval File SPA/17/21 by 5021103 Ontario Inc. (Golden Acre Farms Inc.) Part of Lot 6, Concession 2 E D Roll No. 3177 350 000 03700**

96

K. Brcic, Town Planner

Recommended Action

1. That Council approve site plan application SPA/17/21 for the construction of a new two-phase greenhouse with associated support facilities and a new bunkhouse on lands located at 913 Rd 3 E and surrounding vacant farm land, subject to the conditions and requirements outlined in the site plan agreement and authorize the Mayor and Clerk to sign the agreement and register said agreement on title.

3. **Temporary Farm Worker Housing Study**

107

R. Wyma, Director of Community and Development Services

Recommended Action

1. That Council approve the award of the Temporary Farm Worker Housing Study to WSP Canada and SHS Consulting at a cost of \$49,690 plus applicable taxes.

I. REPORTS - FINANCIAL AND INFORMATION TECHNOLOGY SERVICES

No reports at this time.

J. REPORTS - FIRE SERVICES

No reports at this time.

K. REPORTS - INFRASTRUCTURE AND ENGINEERING SERVICES

1. West Side Collector Road – Memorandum of Understanding

111

T. Del Greco, Manager of Engineering

Recommended Action

1. That Council authorize the Mayor and Clerk to sign a Memorandum of Understanding regarding the acquisition of lands and construction of a West Side Collector Road and connector roads between the Corporation of the Town of Kingsville, 1552843 Ontario Inc. (operating as Noah Homes), 1903357 Ontario Inc., and Amico Properties Inc. on the terms and conditions described within this report and as depicted on the map in Appendix A;
2. That Council authorize Administration to commence an Application for Approval to Expropriate approximately 1.3 acres of land located at 280 Main Street West, and shown approximately as Parcel “A” on the map in Appendix A; and,
3. That **By-law 92-2021** being a by-law to authorize the acquisition of certain lands for the development of a West Side Collector Road be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign same.

2. Sun Valley Estates Phase 4 - Initial Acceptance

117

G. A. Plancke, Director of Infrastructure and Engineering

Recommended Action

1. That Council initially accept Sun Valley Estates Phase 4 onto “Maintenance” for a period of no less than one year; and,
2. The Clerk be directed to provide written confirmation to the Developer of the date of Initial Acceptance of the development by Council resolution.

3. Sun Valley Estates Phase 2 – Final Acceptance

121

G. A. Plancke, Director of Infrastructure and Engineering

Recommended Action

1. That Council grant “Final Acceptance” and assume the roadway and infrastructure for the Sun Valley Estates Phase 2 subdivision and further that;
2. The Clerk provide formal notification to the Developer (Noah Homes) of the Council decision to grant Final Acceptance of the Sun Valley Estates Phase 2 subdivision.

L. REPORTS - LEGAL AND CLERK SERVICES

1. Alternative Voting Method – 2022 Election

125

P. Parker, Town Clerk

Recommended Action

1. That Vote by Mail with electronic vote tabulators **BE APPROVED** as the voting method for the 2022 municipal election; and
2. That By-law **96-2021** being a By-law to authorize vote by mail and the use of optical scanning vote tabulators for municipal elections in the Town of Kingsville be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign same.

2. Delegation of Authority during the Restricted Period between Nomination Day and the Commencement of the new Term of Council

P. Parker, Town Clerk

Recommended Action

1. That authority **BE DELEGATED** to the Chief Administrative Officer or delegate for the period when certain acts of Council are in effect, pursuant to section 275 of the Municipal Act, 2001, S.O. 2001, c.25, to address matters as follows:
 - a. Hire or dismiss any employee, except where delegation of authority is not allowed by the Act;
 - b. The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and,
 - c. Making any unbudgeted expenditures or incurring any other liability which exceeds \$50,000.
2. The Chief Administrative Officer or delegate consult with the Town Solicitor and, where appropriate, the Director of Financial and IT Services or designate prior to exercising the delegated authority;
3. The Chief Administrative Officer or delegate **BE DIRECTED TO ADVISE** the newly elected Council in writing, at the new Council's first regularly scheduled meeting, of any exercising of delegated authority under By-law 95-2021; and,
4. By-law 95-2021 being a by-law to authorize the delegated authority for restricted acts during the restricted period be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

M. REPORTS - CAO's OFFICE

No reports at this time.

N. NOTICES OF MOTION

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

That a section for environmental considerations be added and addressed in all staff reports to Council under a new heading to be titled 'Environmental Considerations' beginning with the December 15 Regular Meeting.

O. UNFINISHED BUSINESS AND ANNOUNCEMENTS

P. BYLAWS

1. By-law 98-2021

142

Being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its November 8, 2021 Regular Meeting of Council

Q. CLOSED SESSION

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

ITEM i) Subsection 239(2)(f) [advice that is subject to solicitor-client privilege, including communications necessary for that purpose] and Subsection 239(2)(e) [litigation or potential litigation, including matters before administrative tribunals, affecting the municipality] RE: Brotto Investments Inc. v. Kingsville, 183 Main St. E., Conservation Review Board CRB2010 and Ontario Land Tribunal Appeals (OLT-21-001154, OLT-21-001289 and PL210281).

R. ADJOURNMENT



CWATS Overview

Presentation to Town of Kingsville Council

November 22, 2021

Diana Radulescu

Active Transportation
Coordinator
County of Essex

Jerry Behl

Manager of Transportation
Planning & Development
County of Essex

Tim Del Greco

Manager of Engineering
Town of Kingsville
CWATS Committee Member

What is CWATS?

- CWATS = County-Wide Active Transportation System
- Provide for and champion safe active transportation
- Create connected communities
- Contribute to economic development & tourism
- Collectively share in the economic, health and quality of life benefits that active transportation offers.



Connected
communities



Health and
active living



Economic
development
and tourism



2012 CWATS Master Plan

In 2012, the first CWATS Master Plan was developed to guide the County, its local municipalities and partners in implementing a County-wide network of active transportation routes to encourage healthy, active living and to enhance regional recreational opportunities.

Key Components of the 2012 Master Plan include:

Policies



Revisions to Official Plan policies, recommendations for an AT Charter and supportive CWATS policies.



Network



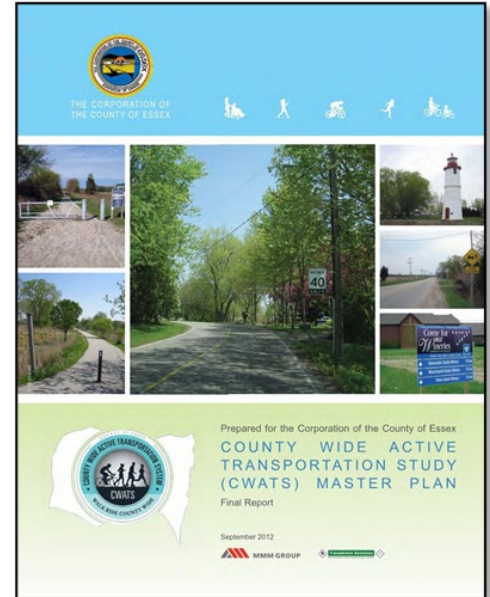
Working with local municipalities and partners to build routes, facilities and other supportive amenities.



Programs



Identifying initiatives and programs to shift travel behaviours and encourage increased AT use.



CWATS Charter (2012)

Signed and promoted by all 7 municipalities and the County of Essex



CWATS Charter

FOR THE COUNTY OF ESSEX AND ITS PARTNERS

The County of Essex and the CWAIS Committee are committed to the County Wide Active Transportation System. By supporting active transportation, we all play a leadership role in creating a more vibrant and liveable County of Essex.



The following principles lay the foundation for the CWATS Charter.

Access

Active forms of transportation can support residents to access local goods, services, and places that they need to go.

Health and Well-being

Regular, active transportation enhances overall health and well-being of our residents and community.

Equity

Active transportation is a universally affordable way to travel that allows residents to live more independently.

Personal & Community Safety

An environment where people feel safe and comfortable, supports active lifestyles and increases community safety for all.

Community Cohesion and Prosperity

Active transportation encourages social interaction and boosts local economic vitality.

Environmental Sustainability

Active transportation relies on human power and is good for our environment.



Types of Facilities

**Generally Lower
Volume, Lower Speed
Less Facility
Separation**



**Generally Higher
Volume, Higher Speed
Greater Facility
Separation**

Paved Shoulder



One-Way Cycle Path



Multi-Use Path



Signed Route



Bike Lane



Two-Way Cycle Path



Multi-Use Trail



How It Works



CWATS Cost-Sharing Formula (2012 CWATS Master Plan)

CWATS Core Infrastructure

- 1) CWATS Municipalities submit applications for segments identified in 2012 Master Plan (with council support)
- 2) County reviews: CWATS Committee deliberates and votes
- 3) Design work or construction follows the following year

County encourages applications that complete a segment and enhance connections

Previously approved annual budget: \$1,500,000

(amount pending County Council approval for 2022)

Facility Type	County of Essex Share	Local Municipality Share	ERCA Share
On Street Bike Lanes / Paved Shoulder / Context Sensitive Solution - on a County Road in a Rural Area	100%	0%	0%
On Street Bike Lanes / Paved Shoulder / Multi-use Trail with or without separation/ Context Sensitive Solution - on a County Road in an Urban Area	40%	60%	0%
On Street Bike Lanes / Paved Shoulder / Multi-use Trail with or without separation/ Context Sensitive Solution - on a Local Road anywhere.	0%	100%	0%
Signed Routes - anywhere on the AT Network	100%	0%	0%
Sidewalks - anywhere on the AT Network	0%	100%	0%
Multi-Use Trails - outside of County and/or Local Right-of-way	0%	0%	100%
Multi-Use Trails - outside of County and/or Local Right-of-way and owned by Municipality	0%	100%	0%
Note: Cost sharing is applied to the design, construction and maintenance of facilities. However, the maintenance on County Roads within urban areas is the responsibility of the host municipality.			

How It Works



Municipal Partnership Program

- 1) CWATS Municipalities submit applications for AT-supportive programs and non-infrastructure facilities
- 2) County reviews: CWATS Committee deliberates and votes
- 3) Implementation follows the following year

50% cost-share between County
& municipalities
Non-infrastructure projects

Annual budget: \$100,000



Paved Shoulder Program

- 1) County aligns 5-year road rehabilitation program with CWATS paved shoulder facilities identified in Master Plan
- 2) Implementation follows according to the road rehab schedule

Cost-efficiency in procurement,
faster implementation

Annual budget: \$2,800,000*

* Pending County council approval for 2022

CWATS Committee Members



Diana Radulescu
Jerry Behl



Larry Silani



Todd Hewitt



Corinne Chiasson



John Pilmer



Brian Hillman



Tim Del Greco



Tammy Ryall



Kevin Morse



MINISTRY OF TRANSPORTATION

Matthew Fabilli



Kevin Money



Genevieve Champlain



Jeff Hagan

External Partnerships



Waterfront
Regeneration
Trust



Your Trail. Your Journey.



CWATS Master Plan - Chapters Developed to Date

1	Updating CWATS	SUBMITTED TO THE COUNTY AND COMMITTEE
2	The Need for an Updated Plan	SUBMITTED TO THE COUNTY AND COMMITTEE
3	Understanding Essex County Today	SUBMITTED TO THE COUNTY AND COMMITTEE
4	Engaging the Public and Stakeholders	SUBMITTED IN DRAFT TO THE COUNTY
5	Policy	SUBMITTED TO THE COUNTY AND COMMITTEE
6	Network	SUBMITTED TO THE COUNTY AND COMMITTEE
7	Programs	SUBMITTED TO THE COUNTY AND COMMITTEE
8	Maintenance and Operations	SUBMITTED TO THE COUNTY AND COMMITTEE
9	Implementing CWATS	PARTIALLY DRAFTED
10	Summary of Recommendations	PARTIALLY DRAFTED



Online Surveys



Open Houses



Pop Ups



Bike Rides



Meetings with
CWATS Committee

Proposed CWATS Network

Timeline:
20+ year plan

Proposed 2012 Network	Built to Date	Previously & Currently Proposed	Ultimate Network Length
793 km	582.5 km	497.3 km	1,079.8 km



51.1 KM of proposed CWATS routes in Kingsville

Notes:

1. For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to the total length for Kingsville.

CWATS Network

Existing



Proposed

Off-road Multi-use Trail

Two-way Multi-use Pathway

One-way Cycle Path / Track

Separated Bike Lane

Buffered Paved Shoulders

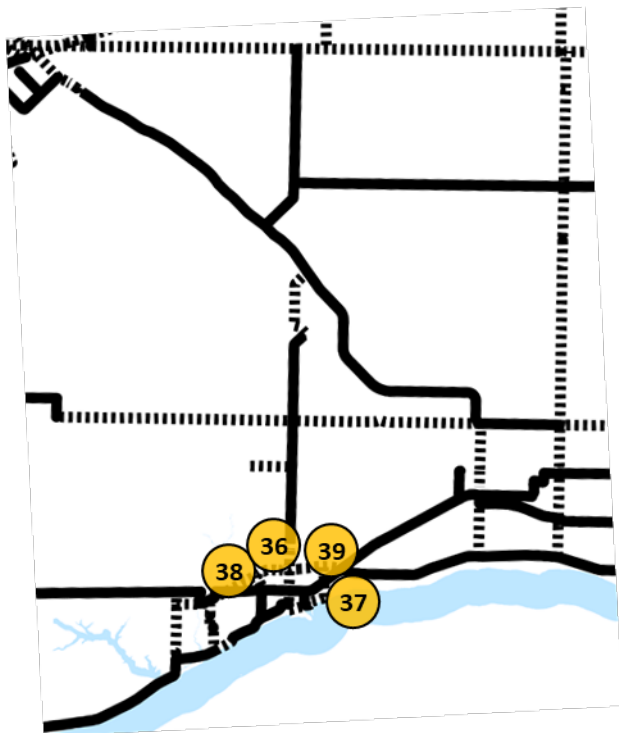
Bike Lane

Paved Shoulder

Signed Route



Summary of Changes to Previously Proposed CWATS Routes in Kingsville



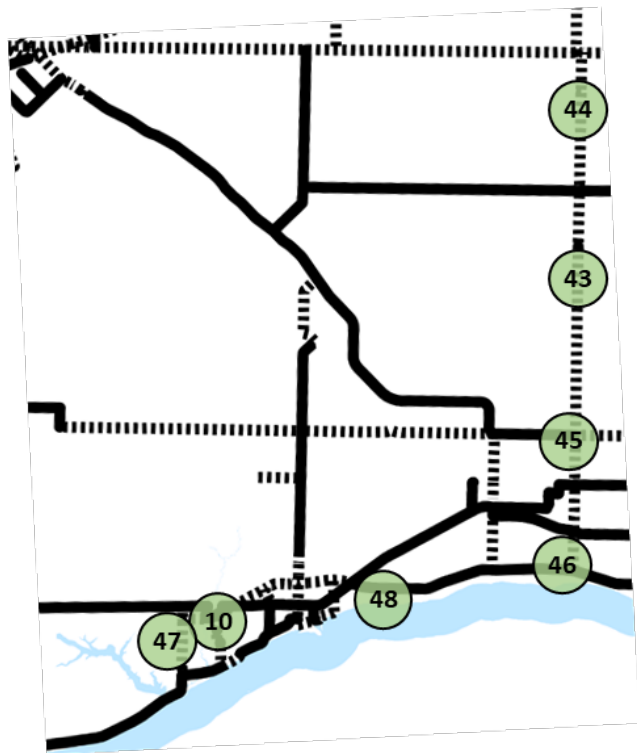
Since the 2012 Plan, the following previously proposed routes were reviewed and modified to better reflect current data and updated design guidelines:

#	2021 Proposed Facility and Segment
36	Multi-Use Pathway along Division St from Thorncrest St to Palmer Dr (Previously Proposed Signed Route / Paved Shoulder)
37	Signed Route with Edgelines along Wile Ave from Lakeview Ave to Main St E (Previously Proposed as Signed Route)
38	Multi-Use Pathway along Main St W from Heritage Rd to Queen St (Previously Proposed as Signed Route)
39	Multi-Use Pathway along Main St E from Spruce St to Chrysler Greenway (Previously Proposed as Signed Route)

Notes:

1. ID's are pulled from County-wide map

Summary of New CWATS Routes in Kingsville



Through the review of the CWATS network, **the following new routes were identified in locations where there were no facilities proposed in 2012.** These new routes were identified based on updated design guidelines, current data, and consultation and input from Local and County Staff, Council and other stakeholders:

#	New Proposed Facility and Segment
10	Signed Route along Conservation Boulevard from County Road 20 to County Road 50
43	Buffered Paved Shoulder along County Rd 31 from County Rd 8 to County Rd 14
44	Buffered Paved Shoulder along County Rd 31 from County Rd 14 to County Rd 34
45	Buffered Paved Shoulder along County Rd 31 from County Rd 34 to 175 m S of County Rd 34
46	Buffered Paved Shoulder along County Rd 31 from 175 m S of County Rd 34 to County Rd 20
47	Signed Route along County Rd 20 from McCain Sideroad to Heritage Rd
48	Paved Shoulder along McCain Sideroad from Chrysler Greenway to Heritage Rd

Notes:

1. ID's are pulled from County-wide map

Proposed CWATS Network Phasing

Horizons:

Short-Term (0 to 5 Years)

Mid-Term (5 to 10 years)

Long-Term (10+ Years)



Kingsville CWATS Network Phasing (proposed)

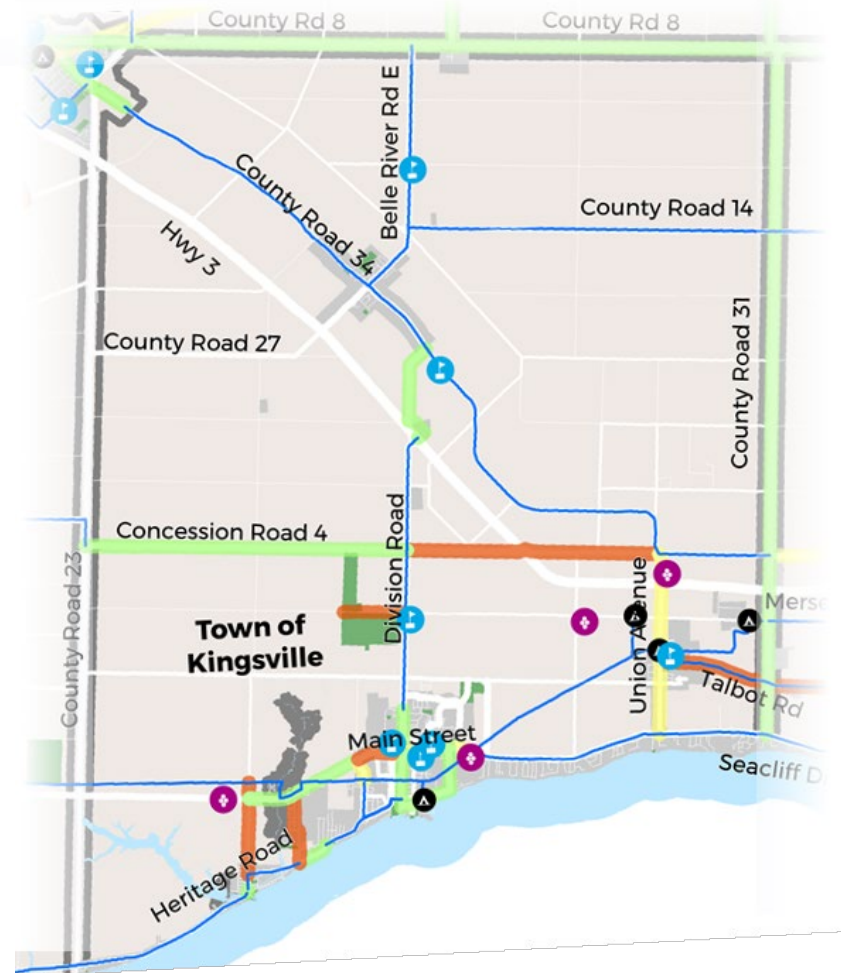
The proposed CWATS Network was prioritized using the following criteria:

- Planned projects under the Paved Shoulder Program (aligned with County's Road Rehabilitation schedule)
- Planned Capital Works
- Recent feasibility design studies
- Key tourism routes

CWATS Network

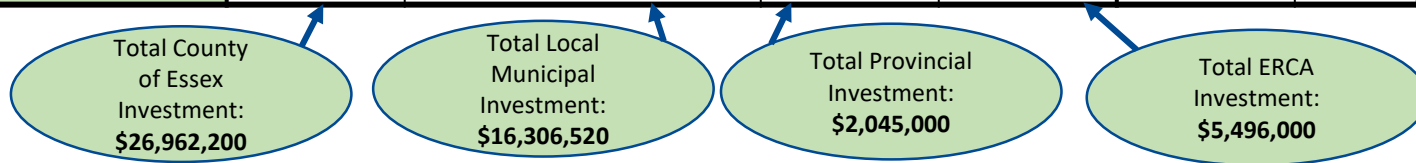
Draft Phasing

- Existing
- Short-Term (0 to 5 Years)
- Mid-Term (5 to 10 Years)
- Long-Term (10+ Years)



CWATS – What was the Investment Estimate in 2012?

2012 CWATS PLAN COST IMPLEMENTATION SUMMARY							
By Jurisdiction and Cost Share Arrangement							
JURISDICTION	COUNTY OF ESSEX TOTAL	LOCAL MUNICIPAL		PROVINCIAL TOTAL	ERCA TOTAL	TOTAL	% of Total Network
		TOTAL	ESTIMATED COST PER YEAR (BASED ON 20 YEARS)				
Amherstburg	\$3,615,240	\$2,679,600	\$133,980	-	\$800,000	\$7,094,840	14%
Essex	\$3,321,520	\$2,024,680	\$101,234	\$400,000	\$632,000	\$6,378,200	13%
Kingsville	\$5,323,740	\$1,936,600	\$96,830	-	\$136,000	\$7,396,340	15%
Lakeshore	\$4,668,380	\$2,885,900	\$144,295	-	\$2,920,000	\$10,474,280	21%
LaSalle	\$2,703,900	\$1,796,400	\$89,820	-	\$16,000	\$4,516,300	9%
Leamington	\$2,405,980	\$3,301,000	\$165,050	-	\$240,000	\$5,946,980	12%
Tecumseh	\$978,760	\$1,682,340	\$84,117	\$600,000	\$752,000	\$4,013,100	8%
Segments along Common Municipal Boundaries	\$3,944,680	-	-	-	-	\$3,944,680	8%
Province of Ontario	-	-	-	\$1,045,000	-	\$1,045,000	2%
TOTAL – NETWORK	\$26,962,200	\$16,306,520		\$2,045,000	\$5,496,000	\$50,809,720	100%



Notes:

1. The ERCA levy will not contain any funding component that relates to the purchase of land or capital upgrades for those trails or bicycle lanes/paths identified in the CWATS report.
2. Local Municipal Shares of Segments along Common Municipal Boundaries have been included Local Municipal Totals, where applicable.
3. Annual cost per year is based on an assumption of equal costs per year over 20 years for budgeting purposes.
4. Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality)

Kingsville CWATS Network by Phase (Draft)

FACILITY TYPE	SHORT 0 TO 5 YEARS		MID 5 TO 10 YEARS		LONG 10+ YEARS		TOTAL	
	KM	\$	KM	\$	KM	\$	KM	\$
Multi-Use Trail	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Multi-Use Path	0.7	\$341,540	2.8	\$1,436,157	0.8	\$390,287	4.3	\$2,167,985
Separated Bike Lane	1.0	\$205,592	0.0	\$ -	0.0	\$ -	1.0	\$205,592
Cycle Track	0.1	\$47,287	0.0	\$ -	0.0	\$ -	0.1	\$47,287
Buffered Paved Shoulder	5.4	\$1,813,401	0.0	\$ -	2.4	\$634,778	7.8	\$2,448,179
Paved Shoulder	11.9	\$3,206,189	2.3	\$632,973	17.3	\$3,798,351	31.5	\$7,637,513
Bike Lane	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Signed Route	5.5	\$18,821	1.0	\$1,612	0.0	\$ -	6.5	\$ 20,433
Total	24.5	\$5,632,828	6.2	\$2,070,743	20.4	\$4,823,417	51.1	\$12,526,988
% of Total Network		45%		17%		39%		100%

Total Short-Term
Investment: **\$5,632,828**

Total Mid-Term
Investment: **\$2,070,743**

Total Long-Term
Investment: **\$4,823,417**

Notes:

1. Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
2. Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
3. For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

Next Steps



1. Town of Kingsville to provide comments on draft Network to County by December 21, 2021



2. County to continue refining the CWATS Master Plan Network and Implementation Chapters



3. County to return to Kingsville council with full draft of Master Plan Update Report for approval in the new year

Thank you



Diana Radulescu
Active Transportation
Coordinator
County of Essex

dradulescu@countyofessex.ca

Jerry Behl
Manager
Transportation Planning &
Development
County of Essex

jbehl@countyofessex.ca

Tim Del Greco
Manager of Engineering
Town of Kingsville
CWATS Committee Member

tdelgreco@kingsville.ca

Appendix



County of
Essex

COUNTYOFESSEX.CA

CWATS Update – What is the New Investment Estimate (Draft)?

20 year
timeframe

JURISDICTION	COUNTY			LOCAL				PROVINCIAL			ERCA			TOTAL		
	KM	\$	% OF COST	KM	\$	EST. \$/YR BASED ON 20 YEARS	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST
Amherstburg	55.6	\$9,528,801	13.8%	17.1	\$5,336,485	\$266,824	9.6%	0.0	\$ -	0.0%	0.0	\$ -	0.0%	72.7	\$14,865,286	11.3%
Essex	42.9	\$8,516,706	12.3%	8.8	\$2,235,356	\$111,768	4.0%	0.9	\$453,693	20.7%	2.0	\$3,200	0.1%	54.6	\$11,208,956	8.5%
Kingsville	40.9	\$8,980,491	13.0%	10.2	\$3,546,497	\$177,325	6.4%	0.0	\$ -	0.0%	0.0	\$ -	0.0%	51.1	\$12,526,988	9.5%
Lakeshore	64.7	\$17,936,213	26.0%	27.8	\$17,683,967	\$884,198	31.8%	0.0	\$ -	0.0%	36.4	\$2,052,394	45.9%	128.9	\$37,672,573	28.7%
LaSalle	18.7	\$5,648,690	8.2%	27.6	\$10,043,675	\$502,184	18.1%	0.0	\$ -	0.0%	0.0	\$ -	0.0%	46.3	\$15,692,365	11.9%
Leamington	42.5	\$8,752,156	12.7%	22.5	\$7,961,568	\$398,078	14.3%	6.4	\$1,738,860	79.3%	0.0	\$ -	0.0%	71.5	\$18,452,584	14.1%
Tecumseh	37.3	\$9,721,456	14.1%	25.9	\$8,850,037	\$442,502	15.9%	0.0	\$ -	0.0%	8.9	\$2,415,231	54.0%	72.2	\$20,986,725	16.0%
Total	302.7	\$69,084,514	100.0%	139.9	\$55,657,584	\$2,782,879	100.0%	7.3	\$2,192,554	100.0%	47.4	\$4,470,825	100.0%	497.3	\$131,405,477	100.0%

Total County
of Essex Investment:
\$69,084,514

Total Local Municipal
Investment: **\$55,657,584**

Total Provincial
Investment: **\$2,192,554**

Total ERCA Investment:
\$4,470,825

Notes:

- Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
- Annual cost per year is based on an assumption of equal costs per year over 20 years for budgeting purposes. As phasing is being developed, the annual cost per year will change based on the number of CWATS routes planned to be implemented each year.
- Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
- For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

CWATS Update – What is the Investment Estimate in Kingsville (Draft)?

FACILITY	COUNTY			LOCAL				PROVINCIAL			ERCA			TOTAL		
	KM	\$	% OF COST	KM	\$	EST. \$/YR BASED ON 20 YEARS	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST
Multi-Use Trail	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Multi-Use Path	1.7	\$867,194	10%	2.6	\$1,300,791	\$65,040	38%	0.0	\$ -	0%	0.0	\$ -	0%	4.3	\$2,167,985	18%
Separated Bike Lane	0.4	\$82,237	1%	0.6	\$123,355	\$6,168	3%	0.0	\$ -	0%	0.0	\$ -	0%	1.0	\$205,592	2%
Cycle Track	0.04	\$18,915	0%	0.1	\$28,372	\$1,419	1%	0.0	\$ -	0%	0.0	\$ -	0%	0.1	\$47,287	0%
Buffered Paved Shoulder	7.2	\$2,261,999	25%	0.6	\$186,180	\$9,309	5%	0.0	\$ -	0%	0.0	\$ -	0%	7.8	\$2,448,179	20%
Paved Shoulder	24.4	\$5,729,714	64%	7.1	\$1,907,799	\$95,390	56%	0.0	\$ -	0%	0.0	\$ -	0%	31.5	\$7,637,513	62%
Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Signed Route	6.5	\$20,433	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	6.5	\$20,433	0%
Total	40.3	\$8,980,491	100%	10.8	\$3,546,497	\$177,325	100%	0.0	\$ -	0%	0.0	\$ -	0%	51.1	\$12,526,988	100%

Total County
of Essex Investment:
\$8,980,491

Total Local Municipal
Investment: **\$3,546,497**

Total Provincial
Investment: **\$0**

Total ERCA Investment: **\$0**

Notes:

- Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
- Annual cost per year is based on an assumption of equal costs per year over 20 years for budgeting purposes. As phasing is being developed, the annual cost per year will change based on the number of CWATS routes planned to be implemented each year.
- Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
- For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

Kingsville CWATS Network: Short-Term (Draft)

FACILITY	COUNTY			LOCAL				PROVINCIAL			ERCA			TOTAL		
	KM	\$	% OF COST	KM	\$	EST. \$/YR BASED ON 20 YEARS	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST
Multi-Use Trail	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Multi-Use Path	0.3	\$136,616	3%	0.4	\$204,924	\$10,246	22%	0.0	\$ -	0%	0.0	\$ -	0%	0.7	\$341,540	6%
Separated Bike Lane	0.4	\$82,237	2%	0.6	\$123,355	\$6,168	13%	0.0	\$ -	0%	0.0	\$ -	0%	1.0	\$205,592	4%
Cycle Track	0.0	\$18,915	0%	0.1	\$28,372	\$1,419	3%	0.0	\$ -	0%	0.0	\$ -	0%	0.1	\$47,287	1%
Buffered Paved Shoulder	5.1	\$1,719,220	37%	0.3	\$94,180	\$4,709	10%	0.0	\$ -	0%	0.0	\$ -	0%	5.4	\$1,813,401	32%
Paved Shoulder	10.0	\$2,710,487	58%	1.8	\$495,702	\$24,785	52%	0.0	\$ -	0%	0.0	\$ -	0%	11.9	\$3,206,189	57%
Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Signed Route	5.5	\$18,821	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	5.5	\$18,821	0%
Total	21.4	\$4,686,295	100%	3.2	\$946,534	\$47,327	100%	0.0	\$ -	0%	0.0	\$ -	0%	24.5	\$5,632,828	100%

Total County
of Essex Investment:
\$4,686,295

Total Local Municipal
Investment: **\$946,534**

Total Provincial
Investment: **\$0**

Total ERCA Investment: **\$0**

Notes:

- Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
- Annual cost per year is based on an assumption of equal costs per year over 20 years for budgeting purposes. As phasing is being developed, the annual cost per year will change based on the number of CWATS routes planned to be implemented each year.
- Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
- For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

Kingsville CWATS Network: Mid-Term (Draft)

FACILITY	COUNTY			LOCAL				PROVINCIAL			ERCA			TOTAL		
	KM	\$	% OF COST	KM	\$	EST. \$/YR BASED ON 20 YEARS	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST
Multi-Use Trail	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Multi-Use Path	1.1	\$574,463	51%	1.7	\$861,694	\$43,085	91%	0.0	\$ -	0%	0.0	\$ -	0%	2.8	\$1,436,157	69%
Separated Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Cycle Track	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Buffered Paved Shoulder	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Paved Shoulder	2.0	\$552,038	49%	0.3	\$80,936	\$4,047	9%	0.0	\$ -	0%	0.0	\$ -	0%	2.3	\$632,973	31%
Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Signed Route	1.0	\$1,612	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	1.0	\$1,612	0%
Total	4.2	\$1,128,113	100%	2.0	\$942,630	\$47,131	100%	0.0	\$ -	0%	0.0	\$ -	0%	6.2	\$2,070,743	100%

Total County
of Essex Investment:
\$1,128,113

Total Local Municipal
Investment: **\$942,630**

Total Provincial
Investment: **\$0**

Total ERCA Investment: **\$0**

Notes:

- Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
- Annual cost per year is based on an assumption of equal costs per year over 20 years for budgeting purposes. As phasing is being developed, the annual cost per year will change based on the number of CWATS routes planned to be implemented each year.
- Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
- For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

Kingsville CWATS Network: Long-Term (Draft)

FACILITY	COUNTY			LOCAL				PROVINCIAL			ERCA			TOTAL		
	KM	\$	% OF COST	KM	\$	EST. \$/YR BASED ON 20 YEARS	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST	KM	\$	% OF COST
Multi-Use Trail	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Multi-Use Path	0.3	\$156,115	5%	0.5	\$234,172	\$11,709	14%	0.0	\$ -	0%	0.0	\$ -	0%	0.8	\$90,287	8%
Separated Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Cycle Track	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Buffered Paved Shoulder	2.1	\$542,779	17%	0.3	\$91,999	\$4,600	6%	0.0	\$ -	0%	0.0	\$ -	0%	2.4	\$634,778	13%
Paved Shoulder	12.3	\$2,467,190	78%	4.9	\$1,331,162	\$66,558	80%	0.0	\$ -	0%	0.0	\$ -	0%	17.3	\$3,798,351	79%
Bike Lane	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Signed Route	0.0	\$ -	0%	0.0	\$ -	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%	0.0	\$ -	0%
Total	14.8	\$3,166,083	100%	5.7	\$1,657,333	\$82,867	100%	0.0	\$ -	0%	0.0	\$ -	0%	20.4	\$4,823,417	100%

Total County
of Essex Investment:
\$3,166,083

Total Local Municipal
Investment: **\$1,657,333**

Total Provincial
Investment: **\$0**

Total ERCA Investment: **\$0**

Notes:

- Costs subject to change following further CWATS Network refinement. Costs represent the network as of November 2021.
- Annual cost per year is based on an assumption of equal costs per year over 20 years for budgeting purposes. As phasing is being developed, the annual cost per year will change based on the number of CWATS routes planned to be implemented each year.
- Some projects are cost shared and are based on the cost share arrangement based on the approved 2012 CWATS Master Plan (40% County of Essex and 60% local municipality). These cost sharing agreements have also been applied to the lengths.
- For segments along common municipal boundaries, it is assumed that 50% of the distance would be attributed to each of the local municipalities.

CWATS Network

Existing

- Off-road Multi-use Trail
- Two-way Multi-use Pathway
- One-way Cycle Path / Track
- Separated Bike Lane
- Buffered Paved Shoulders
- Bike Lane
- Paved Shoulder
- Signed Route

Proposed

Other Connections

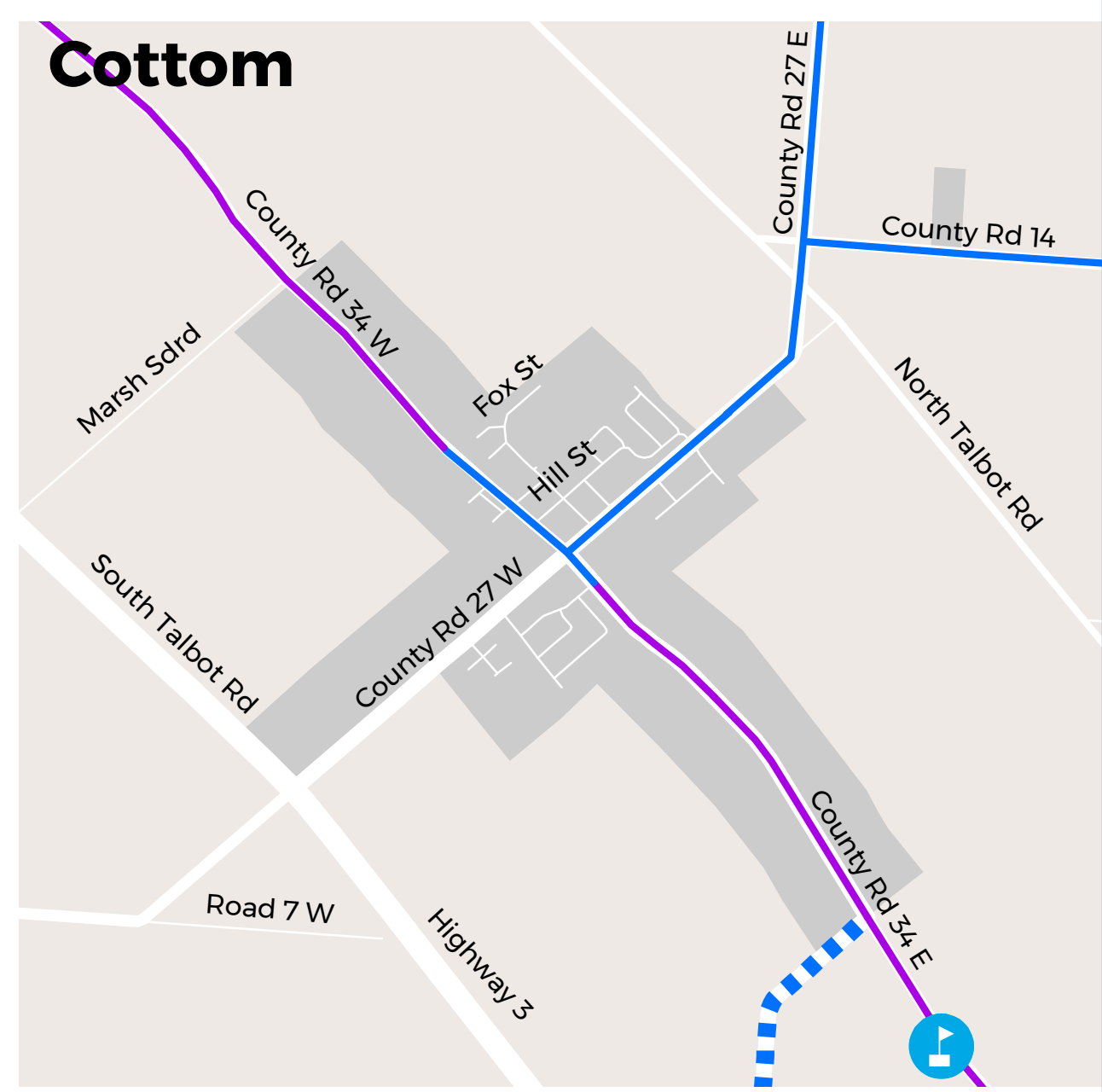
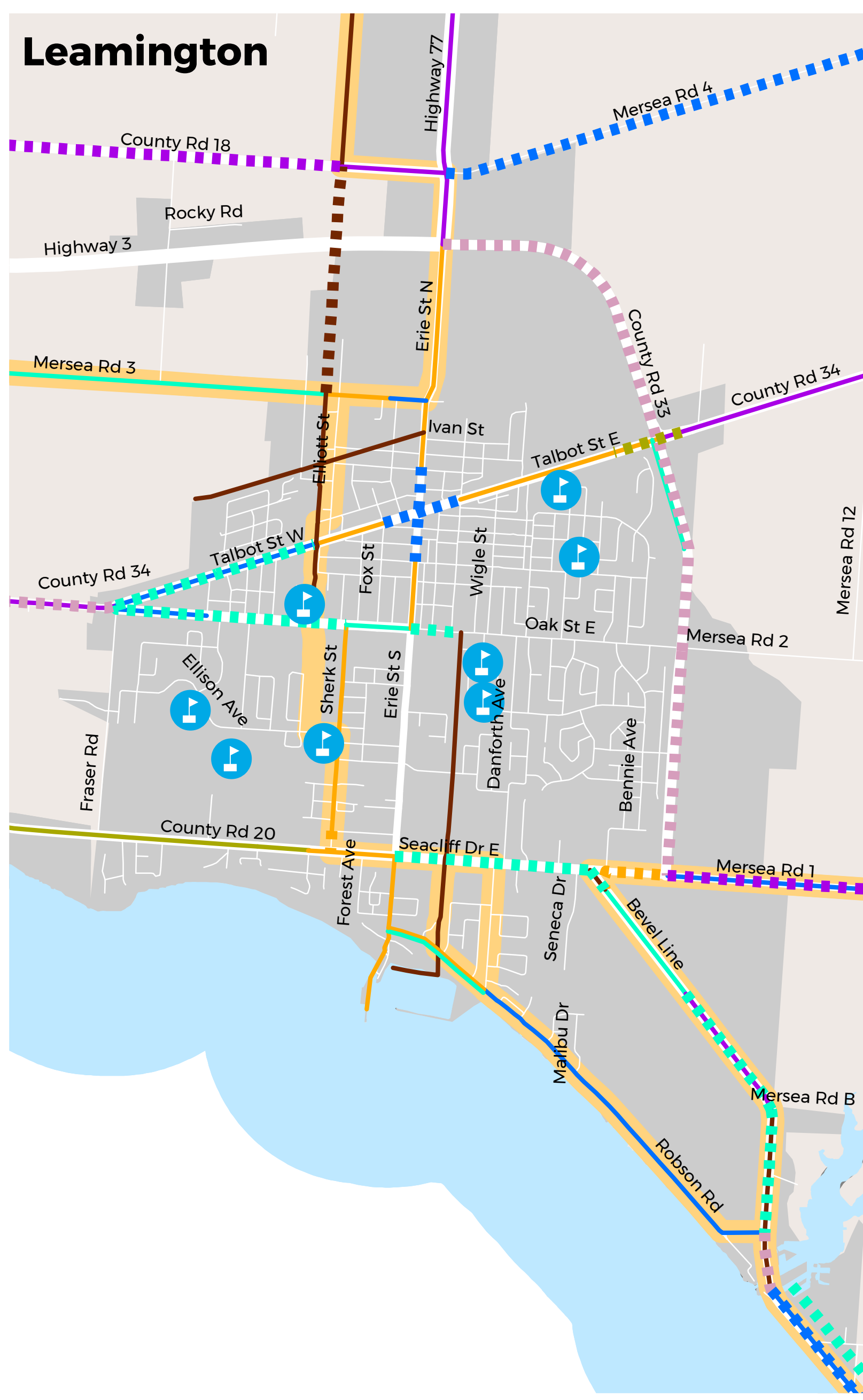
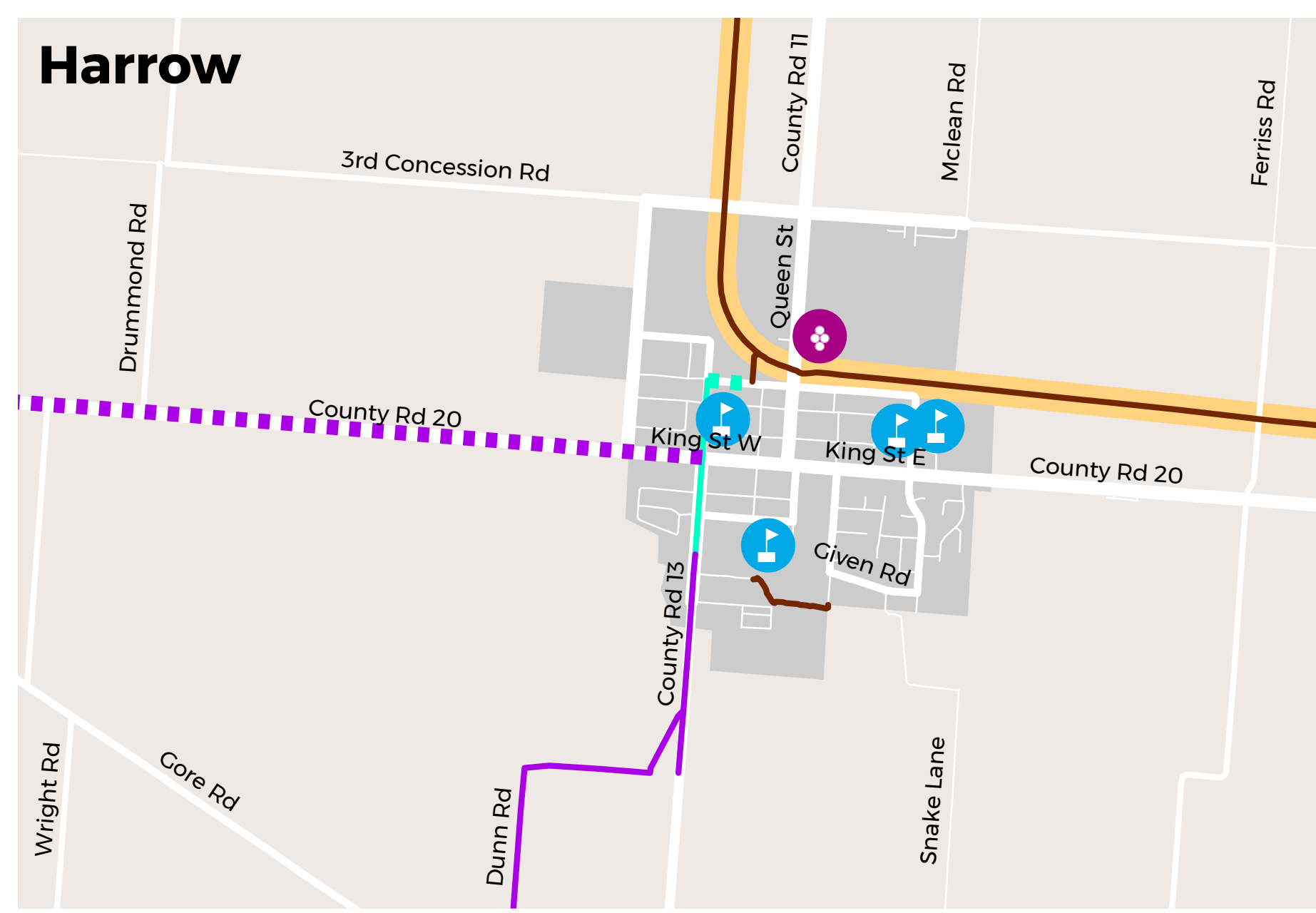
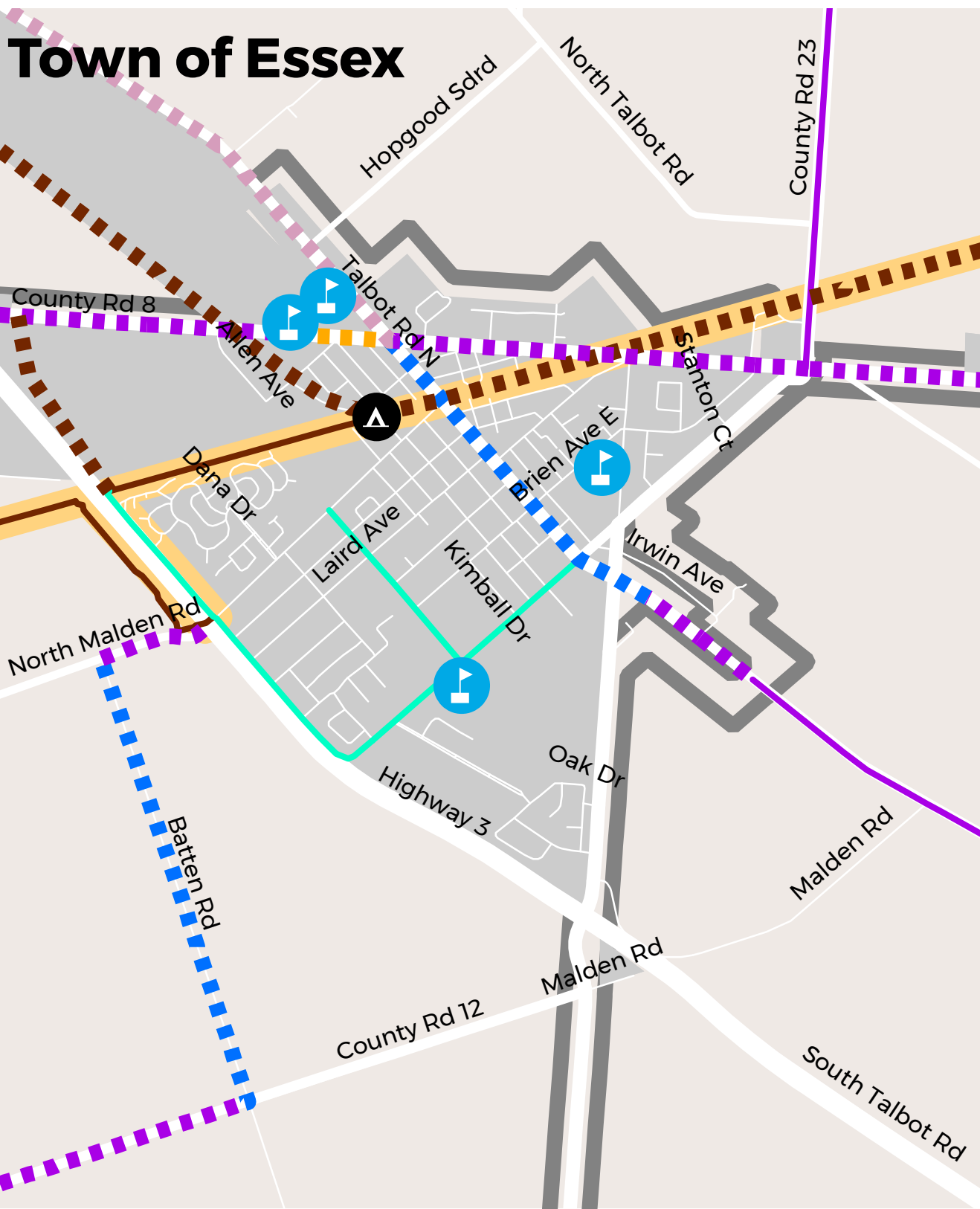
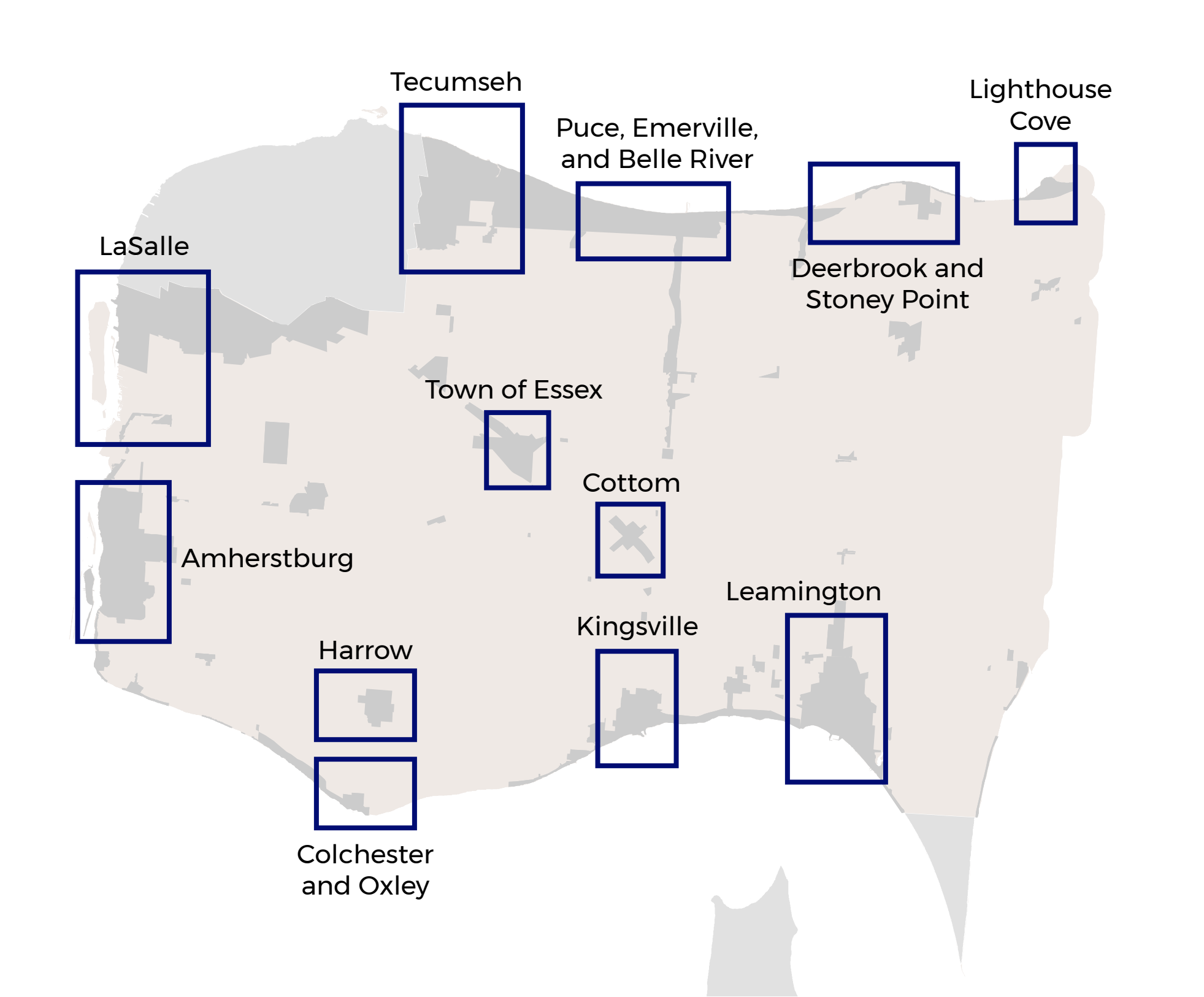
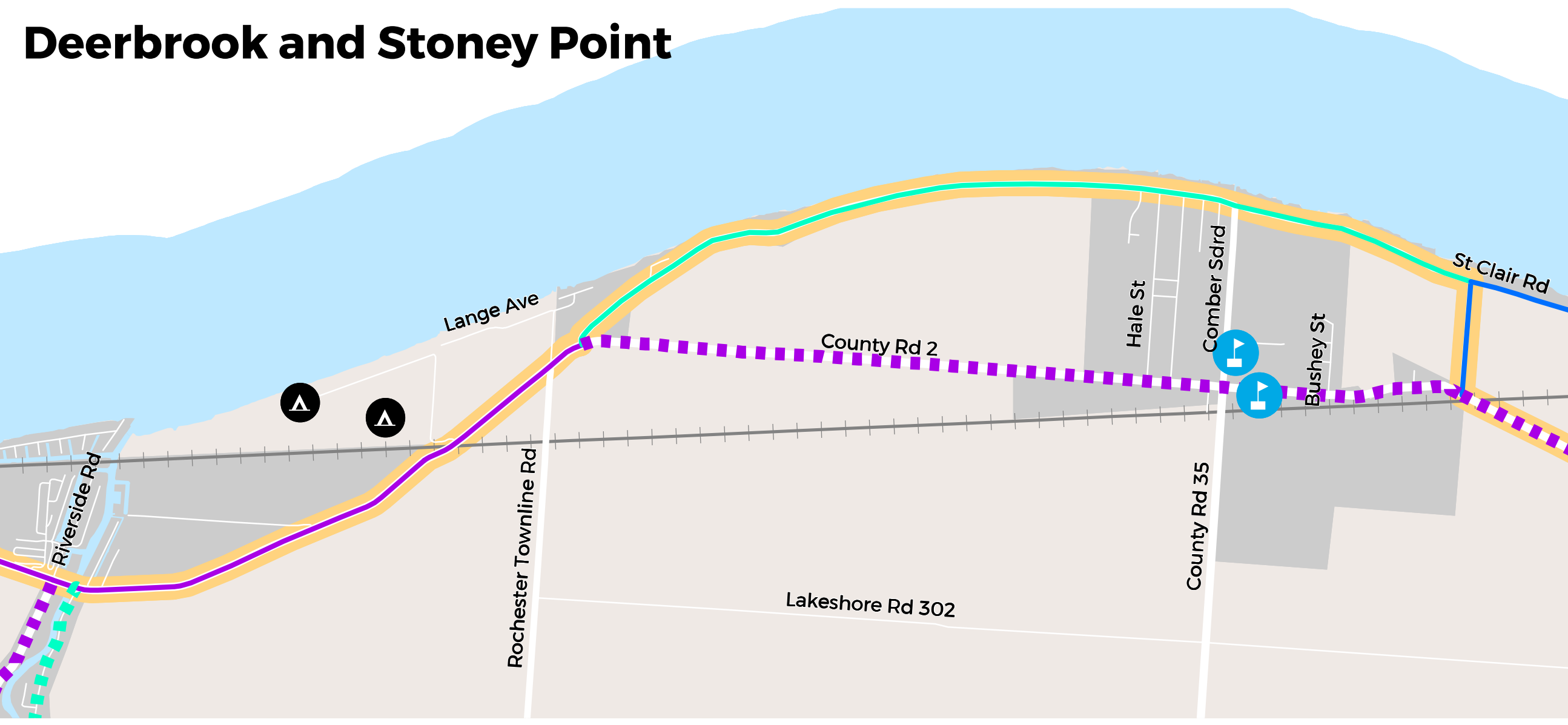
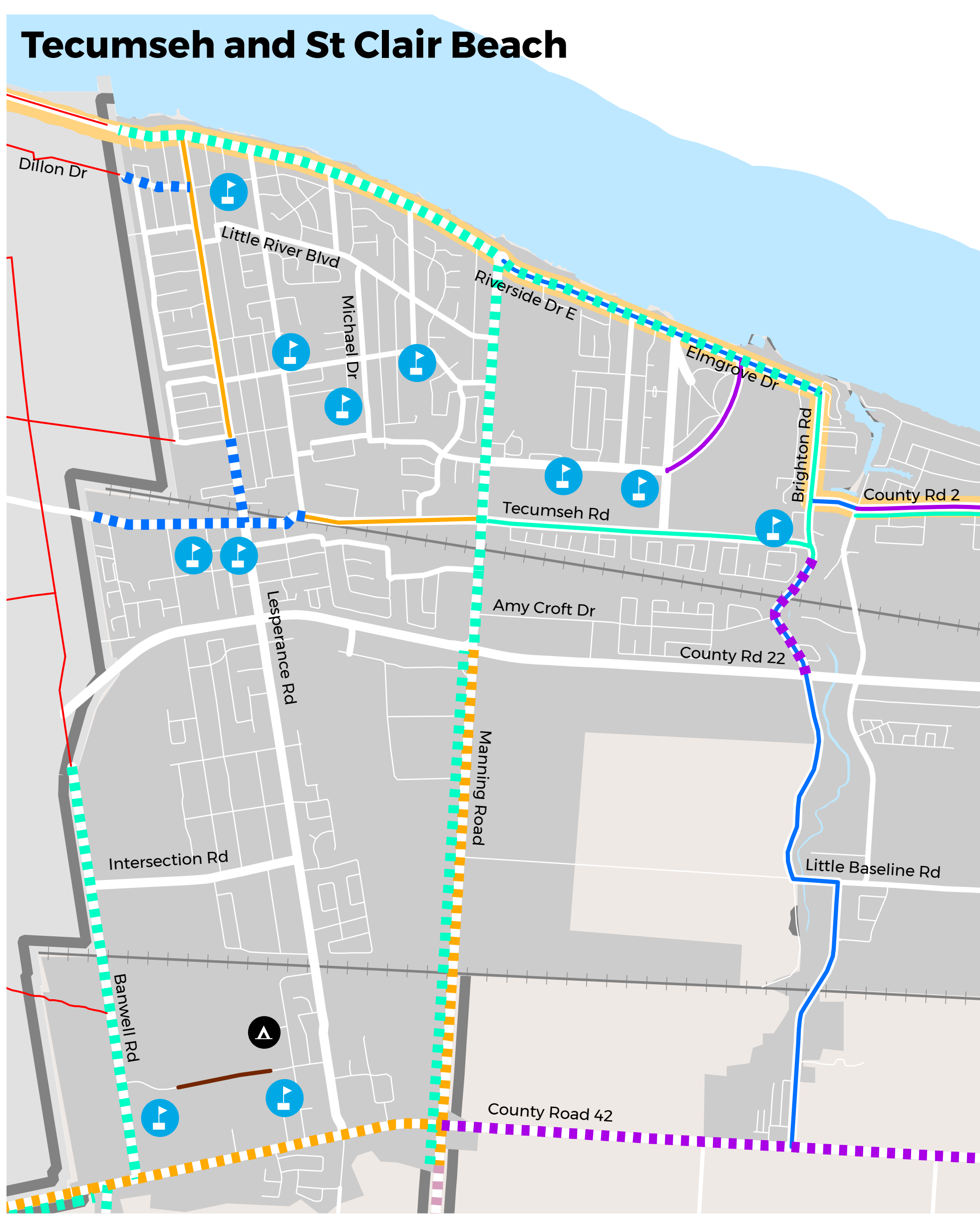
- AT route in Windsor
- Regional Trail Systems²

Transportation Features

- Provincial Highway
- County Road
- Municipal Road
- + Active Railroad

Other Features

- + School
- + Winery
- + Conservation Area Trailhead
- Recreation and Parkland
- National Park
- Settlement Area
- Watercourse

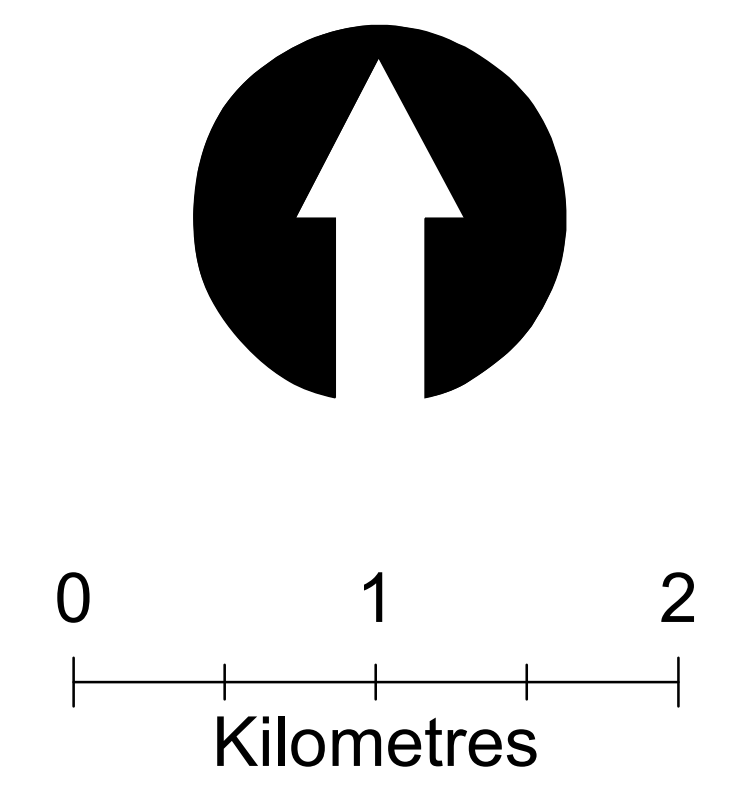


- CWATS Network**
- | Existing | Proposed |
|----------|---|
| | Off-road Multi-use Trail |
| | Two-way Multi-use Pathway |
| | One-way Cycle Path / Track ¹ |
| | Separated Bike Lane |
| | Buffered Paved Shoulders |
| | Bike Lane |
| | Paved Shoulder |
| | Signed Route |

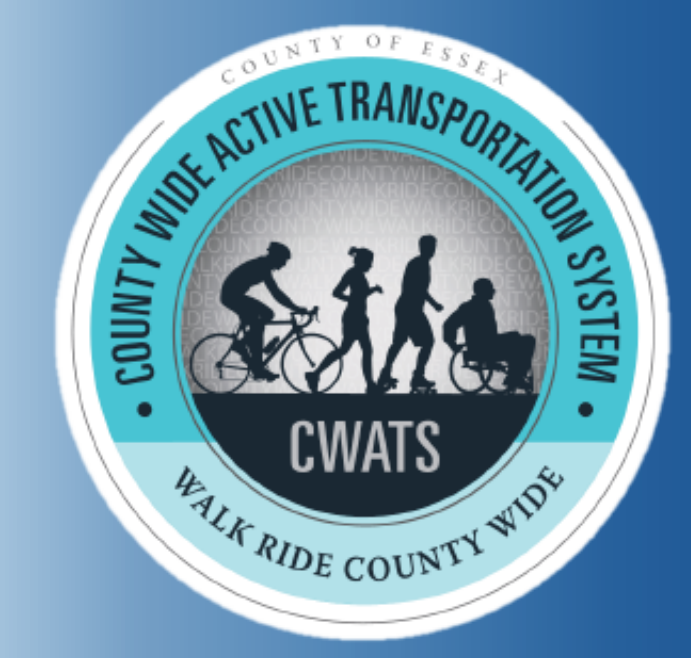
- Other Connections**
- AT route in Windsor
 - Regional Trail Systems ²

- Transportation Features**
- Provincial Highway
 - County Road
 - Municipal Road
 - Active Railroad

- Other Features**
- School
 - Winery
 - Conservation Area Trailhead
 - Recreation and Parkland
 - National Park
 - Settlement Area
 - Watercourse



Date: 11/09/2021
 NAD 1983 UTM Zone 17N
 Projection: Transverse Mercator
 Datum: North American 1983



Map 2B

Draft CWATS Network by Facility Types

County Wide Active Transportation System (CWATS) Master Plan Update



**Town of Kingsville
Council Summary Report
2021**

Cheque Distributions for the Month of:
Department Summary:

OCTOBER

Dept. No.	Department Name	Amount
-	TD Canada Trust - VISA	\$ 8,129.75
000	Default - Clearing	\$ 132,822.77
110	Council	\$ 1,121.91
112	General Administration	\$ 46,635.16
114	Information Technology	\$ 2,101.57
120	Animal Control	\$ 1,990.72
121	Fire	\$ 343,495.94
122	OPP	\$ 280,136.50
124	Building	\$ 4,106.02
130	Transportation - Public Works	\$ 1,407,301.91
131	Sanitation	\$ 74,067.44
151	Cemetery	\$ 10,120.98
170	Arena	\$ 35,884.77
171	Parks	\$ 394,396.03
172	Fantasy of Lights	\$ 9,570.72
173	Marina	\$ 5,553.78
174	Migration Festival	\$ 1,762.50
175	Recreation Programs	\$ 353.44
176	Communities in Bloom	\$ -
177	Highland Games	\$ -
178	Facilities	\$ 12,443.69
180	Planning	\$ 131.11
181	BIA	\$ 5,663.89
184	Accessibility Committee	\$ 172.99
185	Tourism & Economic Development Committee	\$ 1,497.64
186	Heritage Committee	\$ -
201	Environmental - Water	\$ 62,462.99
242	Kingsville/Lakeshore West Wastewater	\$ 32,579.07
243	Cottam Wastewater	\$ 170,021.14
Total of Current Expenditures:		\$ 3,044,524.43

Total Number of Current Cheques Issued:

243

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

Comparison Data:

OCTOBER 2020

Total of Approved Expenditures:

\$3,429,959.24

Total Number of Cheques Issued:

375

** denotes monies recouped, refunded or billed to third party*

TOWN OF KINGSVILLE CHEQUE DISTRIBUTION

OCTOBER 2021

TD Canada Trust - AP Visa

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77864		10/25/2021	AMZN Mktp CA*2G3VT4ZS1	CASH RECEIPT 608587	01-112-099-60317	\$44.06
77864		10/25/2021	ONTARIO GOOD ROADS ASSOC	2021 OGRA MEMBERSHIP	01-130-099-60320	\$1,360.51
77864		10/25/2021	Badger Meter Inc	BEACON SERVICE - JULY 2021	02-201-099-63017	\$298.34
Total For Department						\$1,702.91

TD Canada Trust - JN Visa

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77863		10/25/2021	JACK'S GASTROPUB	MTG - CLERK CANDIDATE	01-112-099-60317	\$68.04
77863		10/25/2021	METTAWAS STATION	MTG - BUSINESS	01-112-099-60317	\$77.16
77863		10/25/2021	VERNON'S TAP AND GRILL	MTG - SMT STRATEGIC PLN'G	01-112-098-60258	\$136.36
77863		10/25/2021	Amazon.ca*2C51411T1	TICKETS - MAYOR'S GOLF	01-175-066-40524	\$20.03
77863		10/25/2021	Amazon.ca*2G5616WI2	GEN ADMIN - OFFICE SUPPLIES	01-112-099-60301	\$20.82
77863		10/25/2021	FACEBK *94NNS7KCY2	AD - FIRE FEST	01-121-099-60317	\$38.15
77863		10/25/2021	ZEHR'S KINSVILLE #572	MTG - STAFF REFRESH	01-112-099-60317	\$23.11
Total For Department						\$383.67

TD Canada Trust - JQ Visa

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
N/A		N/A	ZEHR'S KINSVILLE #572	FIRE - OFFICE SUPPLIES	01-121-099-60317	\$29.99
N/A		N/A	VERNON'S TAP AND GRILL	MTG - OFFICER'S	01-121-099-60317	\$213.01
N/A		N/A	ALTERATIONS BY LIZ	FIRE - PATCH REPLACEMENT	01-121-072-60216	\$71.19
N/A		N/A	ZEHR'S KINSVILLE #572	FIRE - OFFICE SUPPLIES	01-121-099-60317	\$25.98
N/A		N/A	STAPLES BUSINESS DEPOT #3	FIRE - LAMINATED MAPS	01-121-100-60705	\$67.73
N/A		N/A	ERNIE'S TV SALE & SERV	FIRE - S STATION FRIDGE	01-121-099-60316	\$902.87
N/A		N/A	AMCTO	FIRE - TRNG J DEAN	01-121-098-60254	-\$1,310.77
Total For Department						\$0.00

TD Canada Trust - KL Visa

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77865		10/25/2021	SPEEDPRINT LTD	MIG FEST - ADS	01-174-099-60306	\$98.95
77865		10/25/2021	SQ *TEMPERATE CONTROL SER	HG - REFRIDGERATOR TRUCKS DEP	01-177-099-60786	\$305.28
77865		10/25/2021	WAL-MART SUPERCENTER#3016	P&R - BIKE DAY PRIZES	01-170-000-15000	\$107.11
77865		10/25/2021	WWW.CANADIAN TIRE.CA	TRUTH & REC DAY - LIGHTS	01-175-099-60628	\$333.63
77865		10/25/2021	CDN TIRE STORE #00021	TRUTH & REC DAY - LIGHTS	01-175-099-60628	\$111.83
77865		10/25/2021	ZEHR'S KINSVILLE #572	MTG - COMMUNITY PLN'G	01-175-099-60628	\$28.35
77865		10/25/2021	CDN TIRE STORE #00055	TRUTH & REC DAY - LIGHTS	01-175-099-60628	-\$122.05
77865		10/25/2021	CHD*DISPLAYS2GO	P&R - PANEL DISPLAY	01-175-099-60628	\$147.17
77865		10/25/2021	SP *CANADIANA FLAG	TRUTH & REC DAY - FLAGS	01-175-099-60628	\$94.43
77865		10/25/2021	FLAGS UNLIMITED	TRUTH & REC DAY - FLAGS	01-175-099-60628	\$64.52
77865		10/25/2021	PAYPAL *ECONOMICDEV	TRNG - ECDEV K LONEY	01-185-098-60254	\$489.29
77865		10/25/2021	RED APPLE #52967	TRUTH & REC DAY - SUPPLIES	01-175-099-60628	\$44.30
Total For Department						\$1,702.81

TD Canada Trust - NS Visa

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77861		10/25/2021	FED PORTUGUESE CA BUS	FPCBP 2020 GALA - N SANTOS	01-110-099-60300	-\$175.00
77861		10/25/2021	LEARNERS INK LLC	TRNG - COUNCIL	01-110-100-60253	\$906.77
Total For Department						\$731.77

TD Canada Trust - RM Visa

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77862		10/25/2021	FACEBK 2GPCU6KPC2	AD - P&R EVENTS	01-175-099-60626	\$71.29
77862		10/25/2021	ESSEX REGION CONSERVATION	PERMIT - MILL CREEK @ DIV	01-130-360-72023	\$800.00
77862		10/25/2021	CHAMPION COMMERCIAL PRODU	PW - PLUG CONNECTORS	01-130-099-60316	\$1,137.27
77862		10/25/2021	PREMIUMBEAT.COM	MUSIC BED - SEPT 2021	01-112-099-60317	\$95.51
77862		10/25/2021	AMZN Mktp CA*2G5UT2XG0	FIRE - DP-VGA ADAPTER	01-112-099-60302	\$29.36
77862		10/25/2021	AMZN Mktp CA*2G4FW6X70	FIRE - DHDMI-VGA ADAPTER	01-112-099-60302	\$25.75
77862		10/25/2021	AMZN Mktp CA*2G1Z06H90	MASKS - COVID	01-112-360-72057	\$39.98
77862		10/25/2021	AMZN Mktp CA*2G6VL38U1	MASKS - COVID	01-112-360-72057	\$66.20
77862		10/25/2021	Amazon.ca*2G0LQ5850	PW - OFFICE SUPPLIES	01-130-099-60301	\$30.36

77862	10/25/2021	Amazon.ca*2G7F17J62	BLDG - OFFICE SUPPLIES	01-124-099-60301	\$29.26
77862	10/25/2021	AMZN Mktp CA*2G6KF65P2	IT - OFFICE SUPPLIES	01-114-099-60302	\$19.32
77862	10/25/2021	ABSOLUTE CONFERENCES & EV	2021 ANNUAL CONF - R BROWN	01-180-099-60254	\$401.95
77862	10/25/2021	ABSOLUTE CONFERENCES & EV	2021 ANNUAL CONF - K BRCIC	01-180-099-60254	\$401.95
77862	10/25/2021	MGCS SO PUBLICATIONS ON A	TRNG - BLDG DEPT	01-124-098-60254	\$99.80
77862	10/25/2021	Amazon.ca*2C4AV2J91	FIRE - HOLE PUNCH RFND PNDG	01-121-099-60301	\$37.06
77862	10/25/2021	Amazon.ca*2G4BN8II2	SUPPLIES - MAYOR'S GOLF	01-175-066-40524	\$27.02
77862	10/25/2021	Amazon.ca*2C0EE8NA2	BLDG - OFFICE SUPPLIES	01-124-099-60301	\$27.69
77862	10/25/2021	Amazon.ca Prime Member	MEMBERSHIP FEE	01-112-099-60320	\$8.13
77862	10/25/2021	ZOOM.US 888-799-9666	PLNG - ZOOM WEBINARS	01-180-099-60317	\$257.45
77862	10/25/2021	INDEED	AD - JOB POSTINGS	01-112-099-60306	\$3.24
Total For Department					\$3,608.59

000

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77664	*	10/1/2021		RFND DEP - 1133 CTY RD 20	01-000-000-21410	\$2,000.00
77666	*	10/1/2021		RFND DEP - 1788 LONGLEE LANE	01-000-000-21410	\$2,000.00
77668	*	10/1/2021		RFND DEP - 1872 HERITAGE RD	01-000-000-21410	\$1,000.00
77669	*	10/1/2021		RFND DEP - 186 CTY RD 34 W	01-000-000-21410	\$2,000.00
77670	*	10/1/2021		RFND DEP - 214 DIEPPE CRES	01-000-000-21410	\$2,000.00
77671	*	10/1/2021		RFND DEP - 24 GOLFVIEW	01-000-000-21410	\$2,000.00
77680	*	10/1/2021		RFND PAP - 203 WOODYCREST	01-000-031-21418	\$277.54
77696	*	10/1/2021		RFND DEP - 3212 DIV RD N	01-000-000-21410	\$2,000.00
77705	*	10/1/2021		RFND DEP - 1775 UNION AVE	01-000-000-21410	\$1,000.00
77708	*	10/1/2021		RFND DEP - 1056 BIRCH AVE	01-000-000-21410	\$2,000.00
77717	*	10/1/2021		RFND DEP - 1223 NOTTINGHAM AVE	01-000-000-21410	\$2,000.00
77718	*	10/1/2021		RFND DEP - 114 KINGSWOOD	01-000-000-21410	\$2,000.00
77720	*	10/1/2021		RFND DEP - 875 ERIE AVE	01-000-000-21410	\$1,000.00
77725	*	10/1/2021	I.B.E.W. #636	REMITTANCE SEP05-18, 2021	01-000-000-21006	\$909.94
77731	*	10/1/2021		RFND DEP - 168 DELMER CRES S	01-000-000-21410	\$2,000.00
77738	*	10/1/2021	Kingsville Fire Fighter Assoc	REMITTANCE - AUG 2021	01-000-000-21014	\$336.00
77739	*	10/1/2021		RFND DEP - 1892 RD 3 E	01-000-000-21410	\$2,000.00
77740	*	10/1/2021		RFND DEP - 2151 ROAD 4 E	01-000-000-21410	\$2,000.00
77745	*	10/1/2021		RFND DEP - 1637 ROAD 5	01-000-000-21410	\$2,000.00
77753	*	10/1/2021		RFND DEP - 2005 SPINKS DR	01-000-000-21410	\$2,000.00
77753	*	10/1/2021		RFND DEP - 1515 ROAD 4 E	01-000-000-21410	\$2,000.00
77756	*	10/1/2021		RFND DEP - 396 CTY RD 27	01-000-000-21410	\$2,000.00
77786	*	10/1/2021		RFND DEP - 1040 HEMLOCK	01-000-000-21410	\$2,000.00
77796	*	10/1/2021		RFND DEP - 1400 RD 5 W	01-000-000-21410	\$2,000.00
77799	*	10/1/2021	Shilson Excavation & Trucking Inc.	REPAIR CULVERT - CTY RD 14 E	01-000-023-14080	\$7,799.90
77805	*	10/1/2021		RFND DEP - 1746 SEACLIFF DR	01-000-000-21410	\$1,000.00
77827	*	10/1/2021		RFND DEP - 160 LANSDOWNE	01-000-000-21410	\$2,000.00
77840	*	10/1/2021	Workplace Safety & Insurance Board	REMITTANCE - SEPT 2021	01-000-000-21007	\$16,048.79
77856	*	10/19/2021	HYDRO ONE	1 Conc Lot22 Moroun Pump St	01-000-023-14080	\$802.88
77856	*	10/19/2021	HYDRO ONE	Streetlights - Dimar Dr	01-000-006-13199	\$31.65
77860	*	10/25/2021	Minister of Finance (debentures)	TILE DEBENTURE 89-2018	01-000-052-60441	\$4,032.09
77860	*	10/25/2021	Minister of Finance (debentures)	TILE DEBENTURE 89-2018	01-000-052-60442	\$2,394.46
77866	*	10/28/2021		RFND DEP - 86 WIGLE ST 13 & 39	01-000-000-21410	\$2,000.00
77867	*	10/28/2021		RFND DEP - 1851 PETERSON LANE	01-000-000-21410	\$2,000.00
77868	*	10/28/2021		RFND DEP - 869 MALOTT AVE	01-000-000-21410	\$2,000.00
77869	*	10/28/2021		RFND DEP - 1648 RD 5 E	01-000-000-21410	\$2,000.00
77870	*	10/28/2021		RFND DEP - 75 HORWATH AVE	01-000-000-21410	\$2,000.00
77871	*	10/28/2021		RFND DEP - 3077 CENTENNIAL	01-000-000-21410	\$1,000.00
77874	*	10/28/2021		RFND DEP - 2C CONSERVATION	01-000-000-21410	\$2,000.00
77876	*	10/28/2021		RFND DEP - 3068 CENTENNIAL	01-000-000-21410	\$1,000.00
77877	*	10/28/2021		DEK03	01-000-000-21410	\$2,000.00
77878	*	10/28/2021		RFND SEC DEP - SPA 22 19	01-000-020-21501	\$15,000.00
77880	*	10/28/2021		RFND DEP - 18 CAMERON SDRD E	01-000-000-21410	\$2,000.00
77882	*	10/28/2021		RFND ONLINE PYMT IN ERROR	01-000-031-21418	\$5,630.10
77886	*	10/28/2021	Amanda Keller	PETTY CASH - SHORTAGE	01-000-099-60348	\$0.55
77887	*	10/28/2021		RFND DEP - 1529 UNION AVE	01-000-000-21410	\$2,000.00
77888	*	10/28/2021		RFND DEP - 1303 PATRICIA BLVD	01-000-000-21410	\$2,000.00
77889	*	10/28/2021		RFND DEP - 71 PEARL ST W	01-000-000-21410	\$2,000.00
77890	*	10/28/2021		RFND DEP - 213 APPLEWOOD	01-000-000-21413	\$150.00
77891	*	10/28/2021	Provincial Offences Office	POA FINE 0860 999 20 2077 00	01-000-030-21335	\$1,170.00
77892	*	10/28/2021		RFND DEP - 833 ORCHARD BLVD	01-000-000-21410	\$2,000.00
77893	*	10/28/2021		RFND DEP - 3212 DIV RD N	01-000-000-21410	\$2,000.00
77894	*	10/28/2021		RFND PAP SEPT 2021	01-000-031-21418	\$238.87
77895	*	10/28/2021		RFND DEP - 615 HERITAGE RD	01-000-000-21410	\$2,000.00
77896	*	10/28/2021		RFND DEP - 1912 VILLA CANAL	01-000-000-21410	\$2,000.00
77897	*	10/28/2021		RFND DEP - 567 SEACLIFF DR	01-000-000-21410	\$2,000.00
77898	*	10/28/2021		RFND DEP - 255 SERENA ST	01-000-000-21410	\$2,000.00

110

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77743		10/1/2021	Laser Art Inc.	KINGSVILLE LOGO CLOTHING	01-110-106-60253	\$266.81
77743		10/1/2021	Laser Art Inc.	KINGSVILLE CLOTHING	01-110-101-60253	\$444.69
77743		10/1/2021	Laser Art Inc.	KINGSVILLE CLOTHING	01-110-104-60253	\$234.37
77743		10/1/2021	Laser Art Inc.	KINGSVILLE CLOTHING	01-110-106-60253	\$130.25
77858		10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-110-099-60327	\$45.79
Total For Department						\$1,121.91

112

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77665		10/1/2021	Blackburn Media Inc	ADVERTISING - JUNE 2021	01-112-099-60306	\$740.00
77672		10/1/2021	Canada Post Corporation	TAX - REMINDER NOTICES	01-112-099-60303	\$739.59
77673		10/1/2021	CDW Canada	COUNCIL CHAMBER CAMERAS	01-112-360-72057	\$5,726.84
77673		10/1/2021	CDW Canada	SWITCHES FOR COUNCIL CHAMBERS	01-112-360-72057	\$1,019.88
77673		10/1/2021	CDW Canada	COUNCIL CHAMBERS - HYBRID ZOOM	01-112-360-72057	\$313.14
77673		10/1/2021	CDW Canada	ARENA - COVID SCREENING	01-112-360-72057	\$922.14
77674		10/1/2021	Chapman Signs	SIGNS - COVID	01-112-360-72057	\$166.38
77674		10/1/2021	Chapman Signs	SIGNS - COVID	01-112-360-72057	\$40.70
77674		10/1/2021	Chapman Signs	SIGNS - COVID	01-112-360-72057	\$218.78
77675		10/1/2021	Cheema Cleaning Services Ltd	CLEANING - OPP EXTRA	01-112-360-72057	\$2,014.85
77676		10/1/2021	Cintas Canada Limited	TOWN HALL - MATS	01-112-099-60315	\$110.98
77676		10/1/2021	Cintas Canada Limited	TOWN HALL - MATS	01-112-099-60315	\$110.98
77683		10/1/2021	Culligan Water	WATER COOLER - TOWN HALL	01-112-099-60315	\$28.44
77683		10/1/2021	Culligan Water	WATER COOLER - TOWN HALL	01-112-099-60315	\$28.44
77689		10/1/2021	Brandon DeNapoli	MILEAGE - SEPT 8TH COSTCO BBQ	01-112-099-60400	\$23.37
77699		10/1/2021	Essex Free Press	AD - KDHS GARDS	01-112-099-60306	\$132.29
77699		10/1/2021	Essex Free Press	AD - FINAL TAX NOTICES	01-112-099-60306	\$389.78
77701		10/1/2021	Essex County Locksmiths	FACILITY - KEYS	01-112-099-60315	\$88.94
77710		10/1/2021	Fusion Managed Services	COPIER METER READS-AUG4-SEP3	01-112-099-60311	\$42.20
77710		10/1/2021	Fusion Managed Services	COPIER METER READS-AUG4-SEP3	01-112-099-60311	\$3.26
77710		10/1/2021	Fusion Managed Services	COPIER METER READS-AUG4-SEP3	01-112-099-60311	\$196.13
77710		10/1/2021	Fusion Managed Services	COPIER METER READS-AUG4-SEP3	01-112-099-60311	\$396.84
77711		10/1/2021	Jennifer Galea	TOWN HALL - SOCIAL B DAYS	01-112-098-60258	\$34.41
77711		10/1/2021	Jennifer Galea	B DAY BARS & TOURNAMENT GUM	01-112-098-60258	\$26.95
77733		10/1/2021	Faren Kalmar	SMT STRATEGIC BREAK AWAY	01-112-098-60258	\$97.28
77733		10/1/2021	Faren Kalmar	GEN ADMIN - STAFF MTG	01-112-099-60317	\$40.07
77736		10/1/2021	Kingsville Home Hardware	TOWN HALL - TOWER FAN	01-112-099-60315	\$71.22
77747		10/1/2021	Leamington & Area Family Health Team	QUARTERLY PAYMENT - OCT 2021	01-112-099-60378	\$14,781.25
77749		10/1/2021	Chris Lewis Campaign	ELECTION SIGN DEPOSIT REFUND	01-112-066-41270	\$300.00
77751	*	10/1/2021	Linda Lyman	SATURDAY SEPT 11, 2021	01-112-072-60129	\$275.00
77751	*	10/1/2021	Linda Lyman	SATURDAY SEPT 11, 2021	01-112-072-60129	\$10.84
77751	*	10/1/2021	Linda Lyman	SATURDAY SEPT 18, 2021	01-112-072-60129	\$275.00
77751	*	10/1/2021	Linda Lyman	SATURDAY SEPT 18, 2021	01-112-072-60129	\$18.81
77755		10/1/2021	Maxill Inc	FIRE - MASKS, GLOVES, SANITIZE	01-112-360-72057	\$281.28
77757		10/1/2021	Merchant Paper Company	ARENA - SUPPLIES	01-112-360-72057	\$252.12
77757		10/1/2021	Merchant Paper Company	TOWN HALL - SUPPLIES	01-112-099-60315	\$565.48
77770		10/1/2021	John Norton	BUSINESS MTG - LUNCH	01-112-099-60317	\$39.55
77770		10/1/2021	John Norton	MILEAGE - JAN-SEPT 2021	01-112-099-60400	\$115.82
77788	*	10/1/2021	Deanna Reid	SATURDAY SEPT 18, 2021	01-112-072-60129	\$275.00
77788	*	10/1/2021	Deanna Reid	SATURDAY SEPT 18, 2021	01-112-072-60129	\$12.11
77806		10/1/2021	Southern Collision	KS - CAR DAMAGE	01-112-099-60313	\$6,314.27
77808		10/1/2021	Southpoint Publishing Inc	AD - FINAL TAX NOTICES	01-112-099-60306	\$402.97
77820		10/1/2021	Thomson Reuters Canada	WESTLAW SUBSCRIPTION-AUG 2021	01-112-099-60320	\$142.67
77820		10/1/2021	Thomson Reuters Canada	MUNICIPAL ACT 2ND SET	01-112-099-60320	\$767.16
77821		10/1/2021	Thomas Gold Pettingill LLP	LEGAL MATTERS	01-112-099-60319	\$4,232.54
77828		10/1/2021	Universal Doors Sales & Service	TOWN HALL - FUEL TANKS DOOR	01-112-099-60315	\$139.66
77852		10/19/2021	Cogeco	2021 DiVISION RD N	01-112-099-60327	\$310.05
77854		10/19/2021	Enbridge Gas Inc.	2021 Division Rd N - Town Hall	01-112-099-60314	\$147.21
77856		10/19/2021	HYDRO ONE	2021 Division Admin #J027150	01-112-099-60314	\$2,693.48
77858		10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-112-099-60327	\$366.34
77858		10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-112-099-60346	\$85.16
77859		10/19/2021	Town of Kingsville (water)	2021 Division Admin	01-112-099-60314	\$63.45
77864		10/25/2021	TD Canada Trust - AP Visa	CASH RECEIPT 608587	01-112-099-60317	\$44.06
Total For Department						\$46,635.16

114

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77658		10/1/2021	Applied Computer Solutions Inc	JUNE SUPPORT	01-114-099-60310	\$954.00
77658		10/1/2021	Applied Computer Solutions Inc	SEPTEMBER SUPPORT	01-114-099-60309	\$540.60
77673		10/1/2021	CDW Canada	ARENA - SEC DRIVE REPLACEMENT	01-114-099-60309	\$422.79
77858		10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-114-099-60327	\$184.18
Total For Department						\$2,101.57

120

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77824		10/1/2021	Tracy Toews	VET COSTS - INJURED STRAY DOG	01-120-280-60137	\$715.72
77835		10/1/2021	Windsor Essex County Humane Society	CAT VOUCHER PROGRAM AUG 2021	01-120-280-60377	\$1,100.00
77835		10/1/2021	Windsor Essex County Humane Society	STRAY CAT PROGRAM-AUG 2021	01-120-280-60125	\$175.00
Total For Department						\$1,990.72

121

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77660		10/1/2021	B&T Waechter Holdings Ltd (Cdn Tire)	FIRE - FUEL	01-121-099-60340	\$40.68
77660		10/1/2021	B&T Waechter Holdings Ltd (Cdn Tire)	FIRE - 300W INVERTER	01-121-099-60316	\$162.80
77676		10/1/2021	Cintas Canada Limited	FIRE - MATS NORTH	01-121-099-60315	\$45.53
77676		10/1/2021	Cintas Canada Limited	FIRE - MATS NORTH	01-121-099-60315	\$16.07
77676		10/1/2021	Cintas Canada Limited	FIRE - MATS KING	01-121-099-60315	\$83.17
77676		10/1/2021	Cintas Canada Limited	FIRE - MATS NORTH	01-121-099-60315	\$45.53
77676		10/1/2021	Cintas Canada Limited	FIRE - MATS KING	01-121-099-60315	\$83.17
77685		10/1/2021	Darch Fire	FIRE - HOLMATRO	01-121-360-72107	\$19,116.62
77686		10/1/2021	Jeff Dean	FIRE - SMALL MOTOR FUEL	01-121-099-60340	\$199.38
77688		10/1/2021	DeLage Landen	FIRE COPIER LEASE - OCT	01-121-099-60311	\$137.83
77688		10/1/2021	DeLage Landen	FIRE COPIER LEASE - OCT	01-121-099-60311	\$137.83
77692		10/1/2021	Economy Rental Centre	FIRE - CHAINSAW REPAIR	01-121-099-60316	\$661.38
77699		10/1/2021	Essex Free Press	AD - FIRE FEST	01-121-099-60317	\$295.58
77706		10/1/2021	Fireservice Management Ltd.	FIRE - GEAR WASH	01-121-099-60316	\$80.10
77706		10/1/2021	Fireservice Management Ltd.	FIRE - GEAR CLEANING	01-121-099-60316	\$80.74
77706		10/1/2021	Fireservice Management Ltd.	FIRE - EQUIPMENT REPAIR	01-121-099-60316	\$62.54
77706		10/1/2021	Fireservice Management Ltd.	FIRE - EQUIPMENT REPAIR	01-121-099-60316	\$82.14
77712		10/1/2021	Jeromy Garant	FIRE - POP UP TENT CANOPY	01-121-099-60701	\$216.72
77712		10/1/2021	Jeromy Garant	FIRE - BLUE CARD CERT	01-121-072-60118	\$409.18
77712		10/1/2021	Jeromy Garant	FIRE - TRAINING SUPPLIES	01-121-072-60118	\$30.00
77727		10/1/2021	Inland Liferrafts & Marine Limited	FIRE - TECH RESCUE	01-121-099-60756	\$833.54
77761		10/1/2021	M&L Supply	FIRE - HELMET J.J WILSON	01-121-099-60701	\$427.58
77763		10/1/2021	Municipality of Leamington (LKRC)	FIRE - ANNUAL SWIM CERTS	01-121-072-60118	\$264.68
77763		10/1/2021	Municipality of Leamington (LKRC)	FIRE - ANNUAL SWIM CERTS	01-121-072-60118	\$264.68
77771		10/1/2021	Original Guys Pizza Pies	FIRE - MEAL SEARCH/RESCUE TRNG	01-121-072-60118	\$105.00
77782		10/1/2021	Purolator Courier Service	FIRE - COURIER SERVICES	01-121-099-60305	\$4.58
77782		10/1/2021	Purolator Courier Service	FIRE - COURIER SERVICES	01-121-099-60305	\$10.53
77782		10/1/2021	Purolator Courier Service	FIRE - COURIER SERVICES	01-121-099-60305	\$4.58
77800		10/1/2021	Signs by Nommel	FIRE - NEW EQUIP LOGO	01-121-099-60316	\$1,465.34
77803		10/1/2021	SmartCell Communications	FIRE - CELL PHONE CASE	01-121-099-60327	\$30.52
77807		10/1/2021	Southwest Diesel Service Inc	FIRE - 216 SERVICE	01-121-099-60316	\$1,058.30
77816		10/1/2021	Talbot Marketing Inc.	FIRE - TIE CLASS A	01-121-072-60216	\$185.20
77819		10/1/2021	Thames Communications Ltd.	FIRE - EQUIPMENT REPAIR	01-121-099-60316	\$282.84
77823		10/1/2021	Tire Tyme	FIRE - 219 TIRE	01-121-099-60316	\$759.12
77836		10/1/2021	Windsor Factory Supply	FIRE - 124 SMALL TOOLS	01-121-099-60358	\$543.14
77836		10/1/2021	Windsor Factory Supply	FIRE - 124 SMALL TOOLS	01-121-099-60358	\$90.83
77836		10/1/2021	Windsor Factory Supply	FIRE - TRAFFIC VEST	01-121-099-60701	\$112.22
77841		10/1/2021	Work Authority	BOOTS - CHEIF QUENNEL	01-121-072-60216	\$185.80
77844		10/1/2021	Xerox Canada Ltd.	XEROX - AUG 12 - AUG 30/2021	01-121-099-60320	\$27.29
77850		10/19/2021	Allstream Business Inc	Fire Emergency Calls	01-121-099-60327	\$49.88
77853		10/19/2021	E.L.K. Energy Inc	120 Fox St	01-121-099-60314	\$258.20
77854		10/19/2021	Enbridge Gas Inc.	1720 Division Rd N	01-121-099-60314	\$2.50
77855		10/19/2021	Gosfield North Communications	COTTAM FIRE HALL	01-121-099-60327	\$128.03
77856		10/19/2021	HYDRO ONE	1720 Division Rd N	01-121-099-60314	\$1,050.88
77858		10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-121-099-60327	\$249.31
77859		10/19/2021	Town of Kingsville (water)	1720 Division Rd N	01-121-099-60314	\$105.05
77873		10/28/2021	Carrier Truck Center Inc.	2021 ENGINE - METALFAB PUMPER	01-121-360-72015	\$313,009.33
Total For Department						\$343,495.94

122

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77676		10/1/2021	Cintas Canada Limited	OPP - MATS	01-122-099-60315	\$140.01
77676		10/1/2021	Cintas Canada Limited	OPP - MATS	01-122-099-60315	\$131.87

77678	10/1/2021	CMHA Ontario	TRNG - PROV HSJCC CONFERENCE	01-122-030-21390	\$150.00
77683	10/1/2021	Culligan Water	WATER COOLER - OPP	01-122-099-60315	\$35.56
77726	10/1/2021	ICHA	OTHER-HARM REDUCTION STRATEGY	01-122-030-21390	\$400.00
77728	10/1/2021	John and Michelle Ivanisko	COTTAM OPP LEASE - OCT 2021	01-122-260-60342	\$540.31
77736	10/1/2021	Kingsville Home Hardware	OPP - LIGHTS	01-122-099-60311	\$11.69
77757	10/1/2021	Merchant Paper Company	OPP - SUPPLIES	01-122-099-60315	\$41.06
77760	10/1/2021	Minister of Finance (OPP)	OPP CONTRACT - SEPT 2021	01-122-072-60120	\$275,706.64
77791	10/1/2021	Ricoh Canada	OPP LEASE & COPIES JUL21-AUG20	01-122-099-60311	\$295.13
77853	10/19/2021	E.L.K. Energy Inc	41 Division St S	01-122-099-60314	\$935.84
77854	10/19/2021	Enbridge Gas Inc.	41 Division St S	01-122-099-60314	\$72.43
77854	10/19/2021	Enbridge Gas Inc.	41 Division St S	01-122-099-60314	\$73.45
77855	10/19/2021	Gosfield North Communications	OPP - TALBOT ST COTTAM	01-122-099-60327	\$120.35
77857	10/19/2021	Reliance Home Comfort	41 Division St S	01-122-099-60314	\$37.61
77872	10/28/2021	Caesars Windsor	TRNG - ROOM DEPOSIT	01-122-030-21390	\$500.00
77883	10/28/2021	Hotel-Dieu Grace Healthcare	EQUIP-GAS,PRINTER,INS	01-122-030-21390	\$60.81
77883	10/28/2021	Hotel-Dieu Grace Healthcare	EQUIP-GAS,PRINTER,INS	01-122-030-21391	\$343.43
77884	10/28/2021	John and Michelle Ivanisko	COTTAM OPP LEASE - NOV 2021	01-122-260-60342	\$540.31
Total For Department					\$280,136.50

124

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77759		10/1/2021	Wayne Mills Consulting	BLDG - INSPECTIONS SEP 13-24	01-124-072-60120	\$3,866.88
77858		10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-124-099-60327	\$239.14
Total For Department						\$4,106.02

130

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77657		10/1/2021	Erica Allen	PW - SNOW SCHOOL TRAINING	01-130-098-60254	\$1,104.09
77659		10/1/2021	Bert Asschert	BFPSP - 328 BAYVIEW CRES	01-130-099-60405	\$750.00
77665		10/1/2021	Blackburn Media Inc	ADVERTISING - JUNE 2021	01-130-360-72110	\$246.67
77674		10/1/2021	Chapman Signs	SIGNS - DIV, RD E & W x 2	01-130-132-60428	\$1,218.13
77681		10/1/2021	County Wide Tree Service	TREE REMOVAL - COTTAM CEMETERY	01-130-099-60426	\$755.06
77681		10/1/2021	County Wide Tree Service	TREE TRIM - NOTTINGHAM AVE	01-130-099-60426	\$737.76
77681		10/1/2021	County Wide Tree Service	STUMP REMOVAL - 83 ELM ST	01-130-099-60426	\$864.96
77681		10/1/2021	County Wide Tree Service	TREE REMOVAL - STORM WHITEWOOD	01-130-099-60426	\$1,475.52
77681		10/1/2021	County Wide Tree Service	TREEEMOVAL - STORM DAMAGED	01-130-099-60426	\$2,315.04
77682		10/1/2021	Coxon's Sales and Rentals Ltd	PW - OFFICE TRAILER RENTAL	01-130-099-60318	\$590.21
77682		10/1/2021	Coxon's Sales and Rentals Ltd	PW - OFFICE TRAILER RENTAL	01-130-099-60318	\$356.16
77683		10/1/2021	Culligan Water	WATER COOLER - PW	01-130-099-60318	\$28.44
77684		10/1/2021	D & L Digging	ST LIGHT REPAIR - AUGUSTINE	01-130-114-60413	\$10,991.05
77684		10/1/2021	D & L Digging	CULVERT CROSSING - 11TH CON	01-130-141-60414	\$2,122.10
77684		10/1/2021	D & L Digging	CULVERT REPAIR - REDWOOD	01-130-141-60414	\$2,429.73
77684		10/1/2021	D & L Digging	ST LIGHT REPAIR - ELM ST	01-130-114-60413	\$2,035.20
77690		10/1/2021	Dillon Consulting	RD#11 IRWIN DR - CULVERT	01-130-360-71962	\$5,040.60
77690		10/1/2021	Dillon Consulting	BRIDGE#18-REHABILITATION	01-130-360-71825	\$4,737.27
77703		10/1/2021	exp Services Inc.	ALBUNA/RD 11 - CULVERT REPLACE	01-130-360-71962	\$2,698.93
77707		10/1/2021	Fluid Basics Inc	PW - SALT SENSORS	01-130-099-60316	\$484.89
77710		10/1/2021	Fusion Managed Services	COPIER METER READS-AUG4-SEP3	01-130-099-60301	\$21.02
77713		10/1/2021	Giorgi Bros. Inc.	SIDEWALK - SEGMENT REPAIRS	01-130-144-60438	\$33,697.80
77730		10/1/2021	J & J Lepera Infrastructures Inc.	JASPERSON DR RECONSTRUCTION	01-130-360-71925	\$56,026.69
77734		10/1/2021	Kelcom Radio Division	AVL & RADIOS FOR FLEET - OCT	01-130-138-60436	\$761.93
77744		10/1/2021	Lawson Products Ltd.	PW - NUT & BOLT LOOSENER	01-130-099-60335	\$221.92
77744		10/1/2021	Lawson Products Ltd.	PW - SHOP SUPPLIES	01-130-099-60335	\$191.94
77744		10/1/2021	Lawson Products Ltd.	PW - SHOP SUPPLIES	01-130-099-60335	\$67.33
77748		10/1/2021	LED Roadway Lighting LTD	FREIGHT CHARGES	01-130-114-60413	\$97.67
77758		10/1/2021	Messer Canada Inc.,	PW - CYLINDER RENTALS	01-130-099-60335	\$136.02
77768		10/1/2021	N.J. Peralta Engineering Ltd.	ENG SERV - JASPERSON DR	01-130-360-71925	\$12,174.56
77780		10/1/2021	Pollard Distribution Inc.	DUST CONTROL - GRAVEL ROADS	01-130-138-60436	\$3,061.23
77781		10/1/2021	Pro Bid Contractors Ltd.	PW-SINKHOLE REPAIR SANDYBROOK	01-130-099-60452	\$1,485.69
77784		10/1/2021	Queens Auto Supply	PW - MOTOR OIL	01-130-099-60316	\$55.21
77784		10/1/2021	Queens Auto Supply	PW - CABLE REPAIRS 13-06	01-130-099-60316	\$47.32
77784		10/1/2021	Queens Auto Supply	PW - BLADES	01-130-099-60316	\$26.71
77784		10/1/2021	Queens Auto Supply	PW - BEARING 13-06	01-130-099-60316	\$35.51
77787	*	10/1/2021	RC Spencer Associates Inc.	ENG SERV - ESSELTINE DRAIN	01-130-360-71547	\$5,206.55
77787	*	10/1/2021	RC Spencer Associates Inc.	ENG SERV - ESSELTINE DRAIN	01-130-360-71547	\$5,604.43
77787		10/1/2021	RC Spencer Associates Inc.	ENG SERVICES-MILL CREEK @ DIV	01-130-360-72023	\$1,908.00
77787		10/1/2021	RC Spencer Associates Inc.	ENG SERV - JASPERSON DR	01-130-360-71925	\$384.14
77787		10/1/2021	RC Spencer Associates Inc.	EN SERV-RD 2E RECONSTRUCTION	01-130-360-72024	\$24,635.06
77787		10/1/2021	RC Spencer Associates Inc.	ENG SERV-RD 2E RECONSTRUCTION	01-130-360-72024	\$2,404.08
77789		10/1/2021	Rene Blain Trucking Ltd	PW - BULK COLD PATCH	01-130-110-60418	\$3,311.06
77795		10/1/2021	Sam's Shell	PW - FUEL (PUMPS OUT OF SERV)	01-130-099-60340	\$4,013.82

77798	10/1/2021	Sherway Contracting	MAIN ST W RECONSTRUCTION	01-130-360-71546	\$195,209.53
77799	10/1/2021	Shilson Excavation & Trucking Inc.	REPAIR BANK FAILURE N TALBOT	01-130-141-60429	\$6,432.25
77800	10/1/2021	Signs by Nommel	PW - DECALS 21-06	01-130-360-72112	\$529.15
77802	10/1/2021	SkyMobile	FLEET TRACKING - SEPT 2021	01-130-099-60460	\$1,017.60
77804	10/1/2021	Southwestern Sales Corp. Ltd.	PW - STOCK GRANULAR A	01-130-138-60432	\$505.05
77809	10/1/2021	Southpoint Equipment	PW - 19-01 GLASS REPLACEMENT	01-130-099-60316	\$1,385.52
77814	10/1/2021	Sunparlour Machine Maintenance	PHRAGMITES - WK END SEPT 11	01-130-099-60427	\$8,059.39
77814	10/1/2021	Sunparlour Machine Maintenance	PHRAGMITES-WK END AUG28 SEPT 4	01-130-099-60427	\$17,517.97
77822	10/1/2021	Tintline Window Films	TINT - 19-01 KUBOTA WINDOW	01-130-099-60316	\$162.82
77834	10/1/2021	Waddick Fuels	PW - DIESEL	01-130-099-60340	\$906.55
77834	10/1/2021	Waddick Fuels	PW - GASOLINE	01-130-099-60340	\$1,595.41
77834	10/1/2021	Waddick Fuels	PW - DIESEL	01-130-099-60340	\$458.54
77834	10/1/2021	Waddick Fuels	PW - GASOLINE	01-130-099-60340	\$991.32
77834	10/1/2021	Waddick Fuels	PW - DIESEL	01-130-099-60340	\$1,508.07
77834	10/1/2021	Waddick Fuels	PW - GASOLINE	01-130-099-60340	\$1,080.40
77834	10/1/2021	Waddick Fuels	PW - DIESEL	01-130-099-60340	\$353.55
77839	10/1/2021	Wood Environment & Infrastructure So	ROAD 2 E - RECONSTRUCTION	01-130-360-72024	\$1,196.70
77839	10/1/2021	Wood Environment & Infrastructure So	ROAD 2 E - RECONSTRUCTION	01-130-360-72024	\$407.04
77842	10/1/2021	Work Equipment Ltd.	PW - COLD PLANER WIRE HARNESS	01-130-099-60316	\$98.97
77843	10/1/2021	WSP Canada Inc.	TRANSPORTATION MASTER PLAN	01-130-360-72110	\$6,100.76
77846	10/14/2021	Blue Mountain Chrysler Ltd	SURPLUS 11-03 FORD F550	01-130-360-72112	\$57,885.12
77853	10/19/2021	E.L.K. Energy Inc	390 Main St E Traffic Lights	01-130-110-60402	\$65.70
77853	10/19/2021	E.L.K. Energy Inc	Wigle Traffic Lights	01-130-110-60402	\$50.31
77853	10/19/2021	E.L.K. Energy Inc	Jasperson Traffic Lights	01-130-110-60402	\$187.29
77853	10/19/2021	E.L.K. Energy Inc	Street Lights - Kingsville	01-130-114-60412	\$5,547.11
77853	10/19/2021	E.L.K. Energy Inc	Division Traffic Lights	01-130-110-60402	\$145.35
77853	10/19/2021	E.L.K. Energy Inc	Spruce Traffic Lights	01-130-110-60402	\$207.98
77853	10/19/2021	E.L.K. Energy Inc	Santos & Main Traffic Lights	01-130-110-60402	\$28.91
77853	10/19/2021	E.L.K. Energy Inc	Jasperson Crosswalk	01-130-110-60402	\$20.11
77853	10/19/2021	E.L.K. Energy Inc	Street Lights - Cottam	01-130-114-60412	\$1,178.01
77854	10/19/2021	Enbridge Gas Inc.	2021 Div RdN - PW Garage	01-130-099-60314	\$27.04
77854	10/19/2021	Enbridge Gas Inc.	2021 Division - Garage	01-130-099-60314	\$32.85
77854	10/19/2021	Enbridge Gas Inc.	2021 Division - Garage	01-130-099-60314	\$33.88
77856	10/19/2021	HYDRO ONE	Streetlights - Kratz	01-130-114-60412	\$3.24
77856	10/19/2021	HYDRO ONE	Combination All Street Lights	01-130-114-60412	\$2,684.65
77856	10/19/2021	HYDRO ONE	PW Garage	01-130-099-60314	\$949.76
77858	10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-130-099-60327	\$45.79
77858	10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-130-099-60327	\$559.68
77859	10/19/2021	Town of Kingsville (water)	PW Garage	01-130-099-60314	\$137.29
77885	10/28/2021	J & J Lepera Infrastructures Inc.	ROAD 2E RECONSTRUCTION PH1	01-130-360-72024	\$895,437.75
				Total For Department	\$1,407,301.91

131

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77700		10/1/2021	Essex-Windsor Solid Waste	FIXED COSTS - AUG 2021	01-131-400-60370	\$40,211.00
77700		10/1/2021	Essex-Windsor Solid Waste	YARD WASTE - AUG 2021	01-131-400-60370	\$3,980.28
77700		10/1/2021	Essex-Windsor Solid Waste	PERPETUAL CARE - SEPT-OCT 2021	01-131-400-60404	\$8,370.00
77700		10/1/2021	Essex-Windsor Solid Waste	WASTE DISPOSAL - AUG 2021	01-131-400-60370	\$21,506.16
				Total For Department		\$74,067.44

151

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77681		10/1/2021	County Wide Tree Service	TREE TRIM - STORM CEMETERY	01-151-128-60426	\$435.00
77692		10/1/2021	Economy Rental Centre	CEMETERY - CHAIN OIL	01-151-099-60316	\$16.50
77724		10/1/2021	Hutchins Monuments	GREENHILL - OPENING	01-151-072-60121	\$570.00
77724		10/1/2021	Hutchins Monuments	FAIRVIEW - OPENING	01-151-072-60121	\$570.00
77724		10/1/2021	Hutchins Monuments	GRACELAND - OPENING	01-151-072-60121	\$670.00
77741		10/1/2021	KnM Yard Care	CEMETARY GRASS CUT - AUG 2021	01-151-072-60120	\$7,844.31
77853		10/19/2021	E.L.K. Energy Inc	Greenhill Cemetery	01-151-099-60314	\$15.17
				Total For Department		\$10,120.98

170

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77655		10/1/2021	AGO Industries Inc.	ARENA - UNIFORMS	01-170-072-60216	\$639.96
77660		10/1/2021	B&T Waechter Holdings Ltd (Cdn Tire)	ARENA - IMPACT DRIVE	01-170-099-60335	\$27.99
77663		10/1/2021	Black & McDonald Limited	ARENA - SAFETY TRAINING	01-170-098-60254	\$794.20
77663		10/1/2021	Black & McDonald Limited	ARENA - SEASONAL START UP	01-170-099-60316	\$1,249.20
77663		10/1/2021	Black & McDonald Limited	ARENA - CALCIUM CHLORIDE	01-170-099-60316	\$2,627.00
77676		10/1/2021	Cintas Canada Limited	ARENA - MATS	01-170-099-60315	\$100.04
77676		10/1/2021	Cintas Canada Limited	ARENA - MATS	01-170-099-60315	\$100.04

77683		10/1/2021	Culligan Water	WATER COOLER - ARENA	01-170-099-60315	\$27.95
77695	*	10/1/2021	Charlene Epp	RFND DEP - GROVEDALE OCT8-10	01-170-006-12063	\$1,500.00
77697	*	10/1/2021	Erie North Shore Minor Hockey Assoca	P2P FORM 022	01-170-000-15000	\$648.00
77697	*	10/1/2021	Erie North Shore Minor Hockey Assoca	P2P FORM 024 & 025	01-170-000-15000	\$1,305.00
77704		10/1/2021	FastSigns	SIGNS - ARENA EVAC ROUTE	01-170-099-60315	\$792.52
77709	*	10/1/2021	Ricky Friesen & Susie Peters	RFND DEP - GROVEDALE OCT 3/21	01-170-006-12063	\$250.00
77710		10/1/2021	Fusion Managed Services	COPIER METER READS-AUG4-SEP3	01-170-099-60301	\$37.11
77714		10/1/2021	Nolan Goyette	ARENA - ICE PAINTING	01-170-099-60315	\$950.00
77736		10/1/2021	Kingsville Home Hardware	ARENA - MOP HEAD	01-170-099-60335	\$7.99
77736		10/1/2021	Kingsville Home Hardware	ARENA - BATTERIES	01-170-099-60315	\$19.99
77736		10/1/2021	Kingsville Home Hardware	ARENA - GLOVES	01-170-099-60335	\$3.94
77737		10/1/2021	Kingsville Roofing	ARENA - ROOF CURBING DEHUMIDIF	01-170-360-72038	\$3,740.00
77743		10/1/2021	Laser Art Inc.	ARENA - LOGO CLOTHING	01-170-072-60216	\$32.36
77746		10/1/2021	Leamington Source for Sports	ARENA - HELMET C WAGGOTT	01-170-099-60347	\$149.99
77750		10/1/2021	Loblaw Inc.	TRAINING - LUNCHEON	01-170-099-60301	\$137.21
77754		10/1/2021	Mark's Commercial	BOOTS-R PARENT, H KELLER	01-170-072-60216	\$444.98
77757		10/1/2021	Merchant Paper Company	ARENA - SUPPLIES	01-170-099-60335	\$210.00
77757		10/1/2021	Merchant Paper Company	ARENA - SUPPLIES	01-170-099-60335	\$299.92
77757		10/1/2021	Merchant Paper Company	ARENA - SUPPLIES	01-170-099-60335	\$364.63
77757		10/1/2021	Merchant Paper Company	ARENA - SUPPLIES	01-170-099-60335	\$170.18
77758		10/1/2021	Messer Canada Inc.,	ARENA - CYLINDER RENTALS	01-170-099-60340	\$110.66
77758		10/1/2021	Messer Canada Inc.,	ARENA - PROPANE	01-170-099-60340	\$253.35
77774		10/1/2021	Orkin Canada Corporation	ARENA - WASP CONTROL	01-170-099-60315	\$227.00
77775		10/1/2021	Otis Canada, Inc.	ELEVATOR - 9/1/21-11/30/21	01-170-099-60315	\$1,216.11
77776	*	10/1/2021	Brittney Palomba	RFND DEP - PAVILION OCT 1 2021	01-170-006-12063	\$450.00
77790		10/1/2021	Resurifice Corp	ARENA - UNIFORM JACKET	01-170-072-60216	\$146.00
77836		10/1/2021	Windsor Factory Supply	ARENA - SAFETY GLASSES	01-170-099-60347	\$33.48
77836		10/1/2021	Windsor Factory Supply	ARENA - SAFETY GLASSES	01-170-099-60347	\$61.60
77836		10/1/2021	Windsor Factory Supply	ARENA - SAFETY GLASSES	01-170-099-60347	\$75.60
77836		10/1/2021	Windsor Factory Supply	ARENA - REPELLENT	01-170-099-60335	\$112.92
77850		10/19/2021	Allstream Business Inc	Arena - Fax/Debit	01-170-099-60327	\$98.14
77850		10/19/2021	Allstream Business Inc	Carnegie/Arena Elevator	01-170-099-60327	\$49.02
77852		10/19/2021	Cogeco	1741 JASPERSON	01-170-099-60327	\$110.43
77854		10/19/2021	Enbridge Gas Inc.	1741 Jasperson Lane	01-170-099-60314	\$721.93
77854		10/19/2021	Enbridge Gas Inc.	1741 Jasperson Lane	01-170-099-60314	\$701.63
77856		10/19/2021	HYDRO ONE	Arena Complex	01-170-099-60314	\$13,313.08
77858		10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-170-099-60327	\$405.00
77859		10/19/2021	Town of Kingsville (water)	1741 Jasperson Lane	01-170-099-60314	\$1,030.81
77859		10/19/2021	Town of Kingsville (water)	1741 Jasperson Lane	01-170-099-60314	\$112.33
77886		10/28/2021	Amanda Keller	P&R - PAINT BRUSHES	01-170-099-60335	\$25.48
					Total For Department	\$35,884.77

171

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77661		10/1/2021	Alan Batke	HS - POTTING MIX & EVERGREEN	01-171-150-60344	\$58.98
77679		10/1/2021	CnR Landscape	GRASS CUTTING CONTRACT - AUG	01-171-072-60120	\$14,854.92
77681		10/1/2021	County Wide Tree Service	TREE LIMBS - COTTAM SPLASH PAD	01-171-099-60339	\$663.98
77692		10/1/2021	Economy Rental Centre	P&R - BOX SCRAPER	01-171-099-60316	\$227.79
77692		10/1/2021	Economy Rental Centre	P&R - FLUX CORE MIG WIRE	01-171-099-60318	\$85.99
77693		10/1/2021	Electrical Wholesale Supp.	P&R - BATTERIES	01-171-099-60315	\$80.80
77698		10/1/2021	E.R.(Bill) Vollans Ltd.	P&R - UNIVERSAL FORK	01-171-099-60316	\$2,076.41
77704		10/1/2021	FastSigns	SIGNS - RUTHVEN PARK	01-171-360-72119	\$2,721.06
77711		10/1/2021	Jennifer Galea	B DAY BARS & TOURNAMENT GUM	01-171-179-40527	\$41.18
77713		10/1/2021	Giorgi Bros. Inc.	RUTHVEN PARK - SIDEWALK	01-171-360-72119	\$5,088.00
77713		10/1/2021	Giorgi Bros. Inc.	RUTHVEN PARK-BENCH & BIKE PADS	01-171-360-72119	\$5,088.00
77715		10/1/2021	Greenlight General Contracting Inc.	PICKLEBALL COURT - 10%&50% C/O	01-171-360-72045	\$44,203.39
77716		10/1/2021	Guardian Fence	FENCING - RUTHVEN PARK	01-171-360-72119	\$11,580.28
77723		10/1/2021	Hurricane SMS Inc	P&R - CAMERA INSPECT LAKESIDE	01-171-099-60315	\$595.30
77729	*	10/1/2021	Roger Jaarsma	RFND - PICKLEBALL REDUCED RATE	01-171-066-40612	\$11.06
77736		10/1/2021	Kingsville Home Hardware	HS - SUPPLIES	01-171-150-60344	\$202.28
77736		10/1/2021	Kingsville Home Hardware	P&R - SMALL PARTS	01-171-099-60315	\$3.85
77736		10/1/2021	Kingsville Home Hardware	P&R - SMALL PARTS	01-171-099-60315	\$7.73
77736		10/1/2021	Kingsville Home Hardware	P&R - SMALL PARTS	01-171-099-60316	\$18.09
77736		10/1/2021	Kingsville Home Hardware	P&R - YARD WASTE BAGS	01-171-099-60337	\$3.55
77736		10/1/2021	Kingsville Home Hardware	P&R - CLEANER	01-171-099-60315	\$5.59
77736		10/1/2021	Kingsville Home Hardware	P&R - STRAPS	01-171-099-60315	\$27.46
77736		10/1/2021	Kingsville Home Hardware	P&R - YARD WASTE BAGS	01-171-099-60315	\$3.55
77752		10/1/2021	Majors McGuire Inc	P&R - FALL PROTECTION ASSESS	01-171-099-60319	\$1,353.41
77762	*	10/1/2021	Laura Moore	RFND - PICKLEBALL REDUCED RATE	01-171-066-40612	\$11.06
77765		10/1/2021	New World Park Solutions Inc.	COTTAM PARK - PLAYGROUND EQUIP	01-171-360-72122	\$55,628.01
77765		10/1/2021	New World Park Solutions Inc.	RUTHVEN PARK-PLAYGROUND EQUIP	01-171-360-72119	\$77,154.63
77778		10/1/2021	Pelee Island Winery	MAYOR'S GOLF TOURN - PRIZE PAK	01-171-179-40527	\$160.54

77784	10/1/2021	Queens Auto Supply	P&R - SUPPLIES	01-171-099-60316	\$118.69	
77784	10/1/2021	Queens Auto Supply	P&R - OIL	01-171-099-60316	\$55.54	
77784	10/1/2021	Queens Auto Supply	P&R - WASH FLUID	01-171-099-60316	\$3.04	
77784	10/1/2021	Queens Auto Supply	P&R - BELT, WIPERS, DIESEL	01-171-099-60316	\$104.43	
77785	*	10/1/2021	Jeannette Quenneville	RFND - PICKLEBALL REDUCED RATE	01-171-066-40612	\$11.06
77793	10/1/2021	Ron Koudys Landscape Architects	PROF FEES - LIONS PARK PH2	01-171-360-71645	\$5,800.32	
77794	10/1/2021	Ruthven Nursery & Garden Centre	HS - MULCH	01-171-150-60344	\$111.94	
77794	10/1/2021	Ruthven Nursery & Garden Centre	P&R - TOP SOIL	01-171-099-60337	\$65.13	
77794	10/1/2021	Ruthven Nursery & Garden Centre	P&R - MULCH	01-171-099-60337	\$223.87	
77794	10/1/2021	Ruthven Nursery & Garden Centre	HS - MULCH	01-171-150-60344	\$249.30	
77804	10/1/2021	Southwestern Sales Corp. Ltd.	P&R - GROUNDS	01-171-099-60337	\$644.42	
77804	10/1/2021	Southwestern Sales Corp. Ltd.	P&R - GRANULAR P ALBERT TRAIL	01-171-099-60337	\$775.89	
77811	10/1/2021	Stewart Gilbert Limited	LAKESIDE - PORTA POTTY AUG-SEP	01-171-099-60318	\$356.16	
77815	10/1/2021	Toni Sundin	P&R - URBAN AGRICULTURE & HORT	01-171-098-60254	\$595.00	
77817	10/1/2021	TCI Titan Contracting Inc.	LAKESIDE PARK-SPLASHPAD/WSHRM	01-171-360-72118	\$162,052.10	
77833	10/1/2021	Vichem Manufacturing	P&R - VANDAL VANISH	01-171-099-60315	\$226.14	
77834	10/1/2021	Waddick Fuels	ARENA - DIESEL	01-171-099-60340	\$504.72	
77853	10/19/2021	E.L.K. Energy Inc	Queen St - NE Corner	01-171-099-60314	\$15.38	
77853	10/19/2021	E.L.K. Energy Inc	Queen St - NW Corner	01-171-099-60314	\$15.38	
77853	10/19/2021	E.L.K. Energy Inc	315 Queen St - Meter Cab	01-171-099-60314	\$17.59	
77853	10/19/2021	E.L.K. Energy Inc	169 Cty Rd 34W (Cottam Rotary)	01-171-099-60314	\$61.51	
77856	10/19/2021	HYDRO ONE	ERCA - Ticket Booth	01-171-099-60314	\$35.92	
77859	10/19/2021	Town of Kingsville (water)	ERCA - Park Washrooms	01-171-099-60314	\$395.61	
				Total For Department	\$394,396.03	

172

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77687		10/1/2021	Dekra-Lite Industries Incorporated	FOL - LIGHTS	01-172-099-60315	\$7,664.70
77687		10/1/2021	Dekra-Lite Industries Incorporated	FOL - LIGHTS	01-172-099-60315	\$1,906.02
Total For Department						\$9,570.72

173

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77811		10/1/2021	Stewart Gilbert Limited	MARINA - PORTA POTTY AUG-SEP	01-173-099-60318	\$175.00
77812	*	10/1/2021	Carrie Stewart	RFND - BOAT SLIP #27	01-173-060-40615	\$253.10
77834		10/1/2021	Waddick Fuels	MARINA - FUEL	01-173-099-60383	\$1,490.63
77834		10/1/2021	Waddick Fuels	MARINA - FUEL	01-173-099-60383	\$965.53
77834		10/1/2021	Waddick Fuels	MARINA - FUEL	01-173-099-60383	\$1,546.92
77845		10/1/2021	XPlornet Communications Inc	MARINA COMMUNICATIONS -SEP 21	01-173-099-60327	\$59.99
77850		10/19/2021	Allstream Business Inc	Boat Ramp - 599 Cedar Dr	01-173-099-60327	\$52.96
77856		10/19/2021	HYDRO ONE	Cedar Beach Marina-W Dock	01-173-099-60314	\$140.46
77856		10/19/2021	HYDRO ONE	Boat Ramp Booth - 599 Cedar Dr	01-173-099-60314	\$59.14
77856		10/19/2021	HYDRO ONE	Cedar Island Boat Slips	01-173-099-60314	\$70.50
77856		10/19/2021	HYDRO ONE	Cedar Island Washrooms	01-173-099-60314	\$522.18
77859		10/19/2021	Town of Kingsville (water)	Docks - Cedar Island Dr	01-173-099-60314	\$217.37
Total For Department						\$5,553.78

174

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77691		10/1/2021	Dominik Jezierski	MIG FEST - HIGHLIGHT FILM	01-174-099-60820	\$412.50
77847		10/14/2021	Jangles the Magic Clown	MIG FEST - PERFORMANCE	01-174-099-60820	\$500.00
77848		10/14/2021	Julian Rodriguez	MIG FEST - PERFORMANCE	01-174-099-60820	\$500.00
77849		10/14/2021	Peter J Slingerland	MIG FEST - SOUND & LIGHTING	01-174-099-60820	\$350.00
Total For Department						\$1,762.50

175

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77694		10/1/2021	Grace Enns	P&R - MILEAGE MAY-SEP 2021	01-175-099-60400	\$35.07
77736		10/1/2021	Kingsville Home Hardware	P&R - BATTERIES	01-175-099-60627	\$12.20
77813		10/1/2021	SunParlor Pipes & Drums	THEODORE THE TUGBOAT	01-175-099-60628	\$200.00
77886		10/28/2021	Amanda Keller	CAMP IN A BAG - FLOWER POTS	01-175-099-60627	\$10.36
77886		10/28/2021	Amanda Keller	CAMP IN A BAG - CORN STARCH	01-175-099-60627	\$2.50
77886		10/28/2021	Amanda Keller	CAMP IN A BAG - PAINT	01-175-099-60627	\$6.13
77886		10/28/2021	Amanda Keller	CAMP IN A BAG - SKETCH SET	01-175-099-60627	\$48.90
77886		10/28/2021	Amanda Keller	CAMP IN A BAG - BALLS	01-175-099-60627	\$25.93
77886		10/28/2021	Amanda Keller	CAMP IN A BAG - GLUE/TAPE	01-175-099-60627	\$6.35
77886	*	10/28/2021	Amanda Keller	RFND TENNIS - M AUGERMAN	01-175-099-60317	\$6.00
Total For Department						\$353.44

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77660		10/1/2021	B&T Waechter Holdings Ltd (Cdn Tire)	K'VILLE LIBRARY-MTCE SUPPLIES	01-178-175-60315	\$215.71
77667		10/1/2021	Blendtek Fine Ingredients	K'VILLE DIAMONDS - LINE CHALK	01-178-177-60337	\$748.20
77674		10/1/2021	Chapman Signs	SIGNS - GROVEDALE	01-178-135-60315	\$51.80
77676		10/1/2021	Cintas Canada Limited	BIA - MATS	01-178-171-60315	\$52.95
77676		10/1/2021	Cintas Canada Limited	BIA - MATS	01-178-171-60315	\$52.95
77681		10/1/2021	County Wide Tree Service	TREE REMOVAL - COTTAM	01-178-171-60337	\$2,953.07
77698		10/1/2021	E.R.(Bill) Vollans Ltd.	RIDGEVIEW - OIL	01-178-176-60315	\$49.10
77736		10/1/2021	Kingsville Home Hardware	CARNEGIE - PAINT BRUSH	01-178-171-60315	\$10.17
77736		10/1/2021	Kingsville Home Hardware	GROVEDALE - CLEANING SUPPLIES	01-178-135-60315	\$13.47
77736		10/1/2021	Kingsville Home Hardware	PAVILION - SMALL PARTS	01-178-155-60315	\$1.18
77736		10/1/2021	Kingsville Home Hardware	GROVEDALE - DEODORIZERS	01-178-135-60315	\$13.98
77736		10/1/2021	Kingsville Home Hardware	GROVEDALE - CLEANING SUPPLIES	01-178-135-60315	\$52.05
77736		10/1/2021	Kingsville Home Hardware	PAVILION - SUPPLIES	01-178-155-60315	\$5.69
77736		10/1/2021	Kingsville Home Hardware	PAVILION - BLADE SET	01-178-155-60315	\$34.99
77769		10/1/2021	Noble Corporation	COTTAM SPLASH PAD - SUPPLIES	01-178-176-60315	\$943.88
77769		10/1/2021	Noble Corporation	LIONS HALL - FILTERS	01-178-159-60315	\$963.77
77826		10/1/2021	Truax Lumber	COTTAM - CEILING TILES	01-178-176-60315	\$1,508.80
77832		10/1/2021	Vertechs Elevators Ontario Inc.	CARNEGIE - ELEVATOR MTC	01-178-171-60315	\$330.72
77832		10/1/2021	Vertechs Elevators Ontario Inc.	GROVEDALE - ELEVATOR MTC	01-178-135-60315	\$265.00
77837	*	10/1/2021	WFS Ltd	RFND K'VILLE BALL DIAMOND	01-178-177-40666	\$176.99
77850		10/19/2021	Allstream Business Inc	Park Pavilion	01-178-155-60327	\$52.96
77850		10/19/2021	Allstream Business Inc	Lions Hall	01-178-159-60327	\$49.02
77850		10/19/2021	Allstream Business Inc	Carnegie/Arena Elevator	01-178-171-60327	\$57.37
77851		10/19/2021	Bell Canada	Grovedale Elevator	01-178-135-60314	\$45.52
77853		10/19/2021	E.L.K. Energy Inc	21 Mill St - Lions Hall	01-178-159-60314	\$18.43
77853		10/19/2021	E.L.K. Energy Inc	28 Division St S	01-178-171-60314	\$397.05
77853		10/19/2021	E.L.K. Energy Inc	315 Queen St - Pavilion	01-178-155-60314	\$394.78
77853		10/19/2021	E.L.K. Energy Inc	37 Beech St (42 Main)	01-178-172-60314	\$225.21
77853		10/19/2021	E.L.K. Energy Inc	103 Park St	01-178-135-60314	\$25.24
77853		10/19/2021	E.L.K. Energy Inc	103 Park St	01-178-135-60314	\$769.13
77853		10/19/2021	E.L.K. Energy Inc	124 Fox - Ridgeview Park	01-178-176-60314	\$21.40
77853		10/19/2021	E.L.K. Energy Inc	122 Fox St	01-178-173-60314	\$384.64
77854		10/19/2021	Enbridge Gas Inc.	124 Fox St	01-178-176-60314	\$23.21
77854		10/19/2021	Enbridge Gas Inc.	124 Fox St	01-178-176-60314	\$23.21
77854		10/19/2021	Enbridge Gas Inc.	21 Mill St - Lions Hall	01-178-159-60314	\$93.85
77854		10/19/2021	Enbridge Gas Inc.	21 Mill St - Lions Hall	01-178-159-60314	\$29.60
77854		10/19/2021	Enbridge Gas Inc.	28 Division St S	01-178-171-60314	\$23.27
77854		10/19/2021	Enbridge Gas Inc.	28 Division St S	01-178-171-60314	\$28.07
77854		10/19/2021	Enbridge Gas Inc.	37 Beech St	01-178-172-60314	\$28.58
77854		10/19/2021	Enbridge Gas Inc.	37 Beech St	01-178-172-60314	\$28.58
77854		10/19/2021	Enbridge Gas Inc.	122 Fox St	01-178-173-60314	\$28.07
77854		10/19/2021	Enbridge Gas Inc.	122 Fox St	01-178-173-60314	\$29.08
77854		10/19/2021	Enbridge Gas Inc.	315 Queen St	01-178-155-60314	\$31.28
77854		10/19/2021	Enbridge Gas Inc.	315 Queen St	01-178-155-60314	\$30.60
77854		10/19/2021	Enbridge Gas Inc.	103 Park St	01-178-135-60314	\$21.17
77854		10/19/2021	Enbridge Gas Inc.	103 Park St	01-178-135-60314	\$46.64
77856		10/19/2021	HYDRO ONE	1741 Jasperson Lane	01-178-177-60314	\$128.12
77857		10/19/2021	Reliance Home Comfort	24 Mill St - Lions Hall	01-178-159-60314	\$24.00
77875		10/28/2021	Cogeco	37 BEECH ST	01-178-172-60327	\$129.95
77875		10/28/2021	Cogeco	103 PARK ST	01-178-135-60327	\$122.00
77879		10/28/2021	E.L.K. Energy Inc	21 Mill St - Lions Hall	01-178-159-60314	\$689.19
Total For Department						\$12,443.69

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77782		10/1/2021	Purolator Courier Service	PLNG - COURIER SERVICES	01-180-099-60305	\$56.64
77782		10/1/2021	Purolator Courier Service	PLNG - COURIER SERVICES	01-180-099-60305	\$28.68
77858		10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-180-099-60327	\$45.79
Total For Department						\$131.11

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77662		10/1/2021	Christina Bedal	BIA - INK CARTRIDGES	01-181-099-60301	\$168.88
77662		10/1/2021	Christina Bedal	BIA - OFFICE SUPPLIES	01-181-099-60301	\$59.83
77677		10/1/2021	Cindy's Home and Garden	BIA - FLOWER PROGRAM 3/3	01-181-170-60839	\$5,088.00
77677		10/1/2021	Cindy's Home and Garden	BIA - FALL ITEMS	01-181-170-60839	\$44.72
77764		10/1/2021	New Designs Flowers & Gifts	BIA - TREVOR LOOP	01-181-099-60317	\$40.70
77764		10/1/2021	New Designs Flowers & Gifts	BIA - B RIDDIFORD	01-181-099-60317	\$61.06

77764	10/1/2021	New Designs Flowers & Gifts	BIA - H BROWN	01-181-099-60317	\$40.70
77851	10/19/2021	Bell Canada	BIA Phone	01-181-099-60327	\$123.37
77851	10/19/2021	Bell Canada	BIA Internet	01-181-099-60327	\$36.63
Total For Department					\$5,663.89

184

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77719		10/1/2021	Hall Telecommunications Supply Ltd	TEXTNET SERVICE - SEPT 2021	01-184-099-63300	\$172.99
Total For Department						\$172.99

185

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77702		10/1/2021	Essex Region Conservation Foundation	K'VILLE BIKE TOUR SPONSOR 2021	01-185-099-60628	\$500.00
77777		10/1/2021	Pattison Outdoor Advertising LP	BILLBOARD RENTALS-JUL12-AUG9	01-185-099-63100	\$469.66
77777		10/1/2021	Pattison Outdoor Advertising LP	BILLBOARD RENTALS-AUG9-SEP5	01-185-099-63100	\$469.66
77851		10/19/2021	Bell Canada	BIA Toll Free	01-185-099-60327	\$12.53
77858		10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	01-185-099-60327	\$45.79
Total For Department						\$1,497.64

201

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77656		10/1/2021	Allsop Plumbing	WTR - METER REPAIRS	02-201-099-63017	\$172.99
77656		10/1/2021	Allsop Plumbing	WTR - METER REPAIRS	02-201-099-63017	\$508.80
77656		10/1/2021	Allsop Plumbing	WTR - METER REPAIRS	02-201-099-63017	\$508.80
77656		10/1/2021	Allsop Plumbing	WTR - METER REPAIRS	02-201-099-63017	\$86.50
77656		10/1/2021	Allsop Plumbing	WTR - METER REPAIRS	02-201-099-63017	\$508.80
77672		10/1/2021	Canada Post Corporation	WATER - KING & GS/GN ARREARS	02-201-099-60303	\$3,168.06
77721	*	10/1/2021		WTR RFND - 194 CTY RD 34 E	02-201-006-12067	\$202.86
77732	*	10/1/2021		WTR METER RFND 850 SEACLIFF DR	02-201-006-12068	\$727.38
77735	*	10/1/2021		WTR OVR PYMT RFND - 75 HAZEL	02-201-006-12067	\$235.29
77736		10/1/2021	Kingsville Home Hardware	ES - 19-03 SMALL TOOLS	02-201-099-60357	\$43.74
77736		10/1/2021	Kingsville Home Hardware	ES - RECHARGEABLE BATTERIES	02-201-099-60335	\$23.57
77736		10/1/2021	Kingsville Home Hardware	ES - SHOP SUPPLIES	02-201-099-60315	\$50.63
77736		10/1/2021	Kingsville Home Hardware	ES - DRILL BITS	02-201-099-60357	\$12.71
77736		10/1/2021	Kingsville Home Hardware	ES - SEWER CAPS (STOCK)	02-201-099-60335	\$20.27
77742	*	10/1/2021		WTR RFND-203-25 HILLVIEW CRES	02-201-006-12067	\$39.81
77766	*	10/1/2021		WTR RFND - 129 GOLFVIEW DR	02-201-006-12067	\$46.68
77767	*	10/1/2021		WTR RFND - 1055 SPRUCE AVE	02-201-006-12067	\$71.30
77768		10/1/2021	N.J. Peralta Engineering Ltd.	CLARK ST WTRMN & RE-PAVE	02-201-360-72050	\$25,033.96
77773		10/1/2021	Ontario One Call	NOTIFICATIONS - AUG 2021	02-201-099-63020	\$397.02
77781		10/1/2021	Pro Bid Contractors Ltd.	ES - CLEANUP MAIN BREAKS	02-201-099-63030	\$1,679.04
77781		10/1/2021	Pro Bid Contractors Ltd.	ES - HYDRANT LEAK CTY RD 34	02-201-099-63045	\$4,783.23
77781		10/1/2021	Pro Bid Contractors Ltd.	ES - NEW HYDRANT 396 CTY RD 34	02-201-099-63045	\$5,974.84
77783		10/1/2021	QMI-SAI Canada Limited	2021 DWQMS AUDIT	02-201-099-60319	\$1,729.92
77792	*	10/1/2021		WTR RFND - 250 DIEPPE CRES	02-201-006-12067	\$280.00
77797	*	10/1/2021		WTR RFND - 881 ROAD 6 W	02-201-006-12067	\$73.74
77799		10/1/2021	Shilson Excavation & Trucking Inc.	ES-TOPSOIL WTR MN BRK RESTORE	02-201-099-60418	\$61.06
77799		10/1/2021	Shilson Excavation & Trucking Inc.	ES-TOPSOIL WTR MN BRK RESTORE	02-201-099-60418	\$274.75
77801	*	10/1/2021		WTR RFND - 511 N TALBOT RD	02-201-006-12067	\$200.00
77810		10/1/2021	Stantec Consulting Ltd.	RD 2E WTRMN REVIEW PH1	02-201-360-72024	\$5,029.06
77818	*	10/1/2021		WTR RFND - 1330 TORQUAY DR	02-201-006-12067	\$53.55
77825	*	10/1/2021		WTR RFND - 369 CTY RD 34 W	02-201-006-12067	\$44.73
77829		10/1/2021	Valvoline Express Care (Kingsville)	20-07 - SERVICE	02-201-099-60316	\$48.83
77830		10/1/2021	Valcon Safety Inc	ES - CONFINED SPACE TRN'G	02-201-098-60254	\$1,017.60
77838		10/1/2021	Wolseley Canada Inc	ES - REPAIR CLAMPS	02-201-099-63030	\$1,719.74
77838		10/1/2021	Wolseley Canada Inc	ES - LOCATE FLAGS	02-201-099-63020	\$61.74
77838		10/1/2021	Wolseley Canada Inc	ES - METER PIT EXTENSIONS	02-201-099-63015	\$1,061.00
77838		10/1/2021	Wolseley Canada Inc	ES - METER 90'S	02-201-099-63015	\$2,594.88
77838		10/1/2021	Wolseley Canada Inc	ES - FIRE HYDRANT	02-201-099-63045	\$3,463.21
77858		10/19/2021	Telus Mobility	CELL PHONE - SEP 28 - OCT 27	02-201-099-60327	\$366.34
77859		10/19/2021	Town of Kingsville (water)	Coin Meter	02-201-099-60314	\$22.89
77881	*	10/28/2021		RFND WTR - 36 HILLVIEW CRES	02-201-006-12067	\$63.67
Total For Department						\$62,462.99

242

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77722		10/1/2021	Heaton Sanitation	ES - FLUSH SEWER PALMER DR	02-242-320-64365	\$686.88
77723		10/1/2021	Hurricane SMS Inc	ES-CAMERA SANITARY SUNNYBROOK	02-242-320-64365	\$992.16
77772		10/1/2021	Ontario Clean Water Agency	LSW - ELECTRICAL EQUIP SCANS	02-242-099-64367	\$2,036.21

77781	10/1/2021	Pro Bid Contractors Ltd.	ES-REPAIR SANSEW 277 SANDYBROO	02-242-320-64365	\$8,959.51
77807	10/1/2021	Southwest Diesel Service Inc	ES - 14-06 AIR LEAK	02-242-099-60316	\$189.52
77853	10/19/2021	E.L.K. Energy Inc	98 McCallum Dr	02-242-099-60314	\$73.26
77853	10/19/2021	E.L.K. Energy Inc	Bernath Pump Station	02-242-099-60314	\$32.60
77856	10/19/2021	HYDRO ONE	Normandy Pump Station	02-242-099-60314	\$79.99
77856	10/19/2021	HYDRO ONE	18 Hwy Lane Sewage Lagoon	02-242-099-60314	\$41.99
77856	10/19/2021	HYDRO ONE	1562 Heritage Rd Pump 4	02-242-099-60314	\$75.21
77856	10/19/2021	HYDRO ONE	1902 Heritage Rd Pump 5	02-242-099-60314	\$58.97
77856	10/19/2021	HYDRO ONE	Pump Station Cedar Island	02-242-099-60314	\$113.59
77856	10/19/2021	HYDRO ONE	Forcemain over Bridge	02-242-099-60314	\$29.82
77856	10/19/2021	HYDRO ONE	1053 Cedar Dr	02-242-099-60314	\$163.88
77856	10/19/2021	HYDRO ONE	690 Heritage Rd	02-242-099-60314	\$14,714.62
77856	10/19/2021	HYDRO ONE	1460 Road 2 East Pump	02-242-099-60314	\$1,277.98
77879	10/28/2021	E.L.K. Energy Inc	67 Heritage Sewage 2	02-242-099-60314	\$2,515.54
77879	10/28/2021	E.L.K. Energy Inc	250 Queen St	02-242-099-60314	\$537.34
Total For Department					\$32,579.07

243

Cheque	*	Date	Vendor Name	Description	G/L Account	Amount
77690		10/1/2021	Dillon Consulting	COTTAM SAN SEWAGE UPGRADE	02-243-360-71950	\$2,129.28
77831		10/1/2021	Veolia	COTTAM LAGOONS	02-243-360-71950	\$167,369.66
77853		10/19/2021	E.L.K. Energy Inc	168 Cty Rd 27 N	02-243-099-60314	\$250.12
77853		10/19/2021	E.L.K. Energy Inc	Rear 17 Lyle	02-243-099-60314	\$44.56
77853		10/19/2021	E.L.K. Energy Inc	16 whitewood (Behind)	02-243-328-64365	\$17.08
77853		10/19/2021	E.L.K. Energy Inc	20 Whitewood	02-243-328-64365	\$38.60
77855		10/19/2021	Gosfield North Communications	PUMP HOUSE ALARM	02-243-099-60327	\$48.75
77879		10/28/2021	E.L.K. Energy Inc	168 Cty Rd 27 N - Lagoon	02-243-099-60314	\$123.09
Total For Department						\$170,021.14

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

\$ 3,044,524.43

Date: November 3, 2021

To: Mayor and Council

Author: Richard J.H. Wyma, Director of Community and Development Services

RE: Update on By-Law to prohibit and regulate nuisances related to Greenhouse Odours and Lighting

Report No.: CADS 2021-03

RECOMMENDED ACTION

That this report be received for information.

BACKGROUND

In October 2020, following efforts to enhance regulations with respect to light pollution from greenhouses and odours from cannabis and challenges in including light and odour pollution expectations in site plan agreements, and subsequent investigations, Council enacted By-Law 96-2020 to prohibit and regulate public nuisances related to odours from cannabis cultivation and lighting from greenhouses.

The by-law, supported by the Municipal Act 2001, requires that greenhouse operators install "... *barriers (or curtains) to prevent or block direct illumination of the interior of a building on adjoining lands regardless of whether such building may have a barrier, shades, drapes or other interior window coverings*". Further, the provisions of the by-law may be enforced by a By-law Enforcement Officer who may make an order requiring operators to "discontinue the contravening activity" and do work to correct the contravention and establish dates for the contravention to be corrected subject to offences and penalties.

Once the By-law was passed, town administration hosted a public meeting inviting the greenhouse owners to attend and to take part in the discussions with the ongoing issues of illuminating the night sky. The outcome of the meeting was generally positive, with the understanding from the greenhouse owners that they need to install ceiling curtains within the greenhouse must take place by fall of 2021.

In March 2021, Administration reported to Council on compliance. Town By-Law Officers did undertake night-time investigations related to both night sky and odours. In

response to night-sky, offending greenhouses did take actions needed to comply with the by-law and no additional measures were required.

DISCUSSION

Cannabis Odours

Town officials monitored odour nuisances through KingsvilleWorks. Officers met with and requested statements from Town residents who were frustrated with the intense odours from cannabis operations. These actions led to closure of two Part 2 Facilities. In addition, Officers worked closely with Kingsville OPP to shut down five additional cannabis operations that were growing illegally.

Greenhouse Lighting

Between March 2021 and September 2021, Kingsville Building and By-Law Officials worked closely with the greenhouse sector to ensure facilities acquired and installed curtains or other style of barriers to block lighting from greenhouses. In response to complaints received, By-Law Officers initiated night sky investigations late September 2021 and charged one greenhouse with violations under the by-law for 'offending the night sky' by failing to close any ceiling curtains. The greenhouse had installed curtains but were not operating them at the time; and have since complied. Officers continue to monitor night sky for violations and are collecting evidence for further actions if required.

Next Steps

Overall, the Town by-law is working and has proved to be effective. Greenhouses have been and remain largely in compliance with the By-Law. Nuisances are reported and investigated and actions are taken in keeping with the By-Law.

Full closure of curtains does create some challenges for the sector. Fully closed curtains retain heat, humidity and moisture within the greenhouse which, without release, will negatively impact the plant and crop production. Administration has reached out to researchers at the Harrow Research Centre (Agriculture Canada), the Ontario Ministry of Agriculture and Rural Affairs, and the University of Guelph who are part of a research project on light abatement and energy use/conservation within the greenhouse sector.

These experts confirmed that when heat, humidity and moisture levels are too high (warm air holds more moisture and humidity than cold air), curtains and venting are automatically opened to release heat, humidity and moisture – a process known as 'gapping'. Increased moisture levels, in particular, can be damaging to the plant and affect a growing cycle if not released. Sidewall and ceiling curtains remove the primary way greenhouses can control the issue and leave few, if any, options. These experts have advised that even a small opening gives a large amount of control back to the growers (e.g. 10% open in overall area of curtains releases ~10% of light and allows air exchange which is required for plant production).

Experts also note that gapping requirements depend on the crops (some crops are more active growers than others, resulting in increased heat, moisture and humidity), weather conditions, growing cycle (full darkness is required for some plants during the growing cycle), and the plant (light stays in 'leafier' plants). The introduction of side and ceiling curtains does require time for operations to monitor and 'learn' new systems and approaches. It is expected that as operators increasingly understand and adjust systems, and as science and technology evolves, they will be better able to manage 'gapping' to be fully night sky compliant. OMAFRA has encouraged both Kingsville and Leamington to work with the greenhouse sector and researchers towards a goal of full night sky compliance as other jurisdictions, such as the Netherlands, are doing.

Current research studies are expected to inform development and continuous improvement of best management practices for use by the sector and municipalities. These studies are expected to be completed by 2023, however interim results will be monitored to inform guidance as projects progress.

FINANCIAL CONSIDERATIONS

Kingsville's By-Law Officer has shifted hours to undertake night sky investigations as required. This has reduced his availability during the day to respond to other complaints. No new financial costs are anticipated at this time.

CONSULTATIONS

Chief Building Official

By-Law Officer(s)

Dr. David Lubitz, University of Guelph – Engineering

Quade Digweed, Greenhouse Engineering, Agriculture and Agri-Food Canada – Harrow Research Centre

Dr. Fadi Al-Daoud, Greenhouse Vegetable Specialist, Ontario Ministry of Agriculture and Food



Richard J.H. Wyma CSLA

Director of Community and Development Services

Reviewed by:



John Norton

Chief Administrative Officer

LINK TO STRATEGIC PLAN

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

Support growth of the business community.

Link to Council 2021-2022 Priorities

- ☐ COVID-19 and the health and safety of the community
- ☐ Customer Service: Training, Technology, Staff, Review Standards/Level of service
- ☐ Housing: Affordability (lot sizes, developer incentives, second dwellings, density, etc.)
- ☒ Greenhouse: lights & dark sky, odours (site plan compliance, bylaws, other tools)
- ☐ Programming Increase: Youth and Seniors
- ☐ A development plan for Downtown Kingsville / Main Street
- ☐ Financial savings: Schools closings, Migration Hall
- ☐ Economic Development: strengthen tourism/hospitality
- ☐ COVID - economic recovery
- ☐ Communications: Strategy – Policy (social media), Website refresh and other tools, Public engagement
- ☐ Housing: Migrant Worker Housing – Inspections (Building/Fire), regulate, reduce, or increase
- ☐ Committees / Boards: Review and Report
- ☐ Policy Update: Procedural Bylaw
- ☐ Economic Development: diversify the economy, create local jobs, industrial, Cottam
- ☐ Infrastructure (non-Municipal): Union Water expansion & governance
- ☐ Infrastructure (Municipal): Asset Management Plan update, the infrastructure funding deficit
- ☐ No direct link to Council priorities

KINGSVILLE BIA
OCTOBER 13, 2021 @ 6:15P.M.
Carnegie Arts & Visitor Centre, 28 Division St. S, Kingsville

A. CALL TO ORDER

Tony Gaffan called the Meeting to order at 6:21 p.m. with the following Members in attendance:

MEMBERS OF BIA BOARD:

Councilor Tony Gaffan
Councilor Laura Lucier
Amanda Everaert
Izabel Muzzin
Jason Martin
Roberta Weston
Dave Debergh

MEMBERS OF ADMINISTRATION:

Christina Bedal

ABSENT:

NONE

REGRETS:

Maria Edwards

GUESTS:

NONE

B. DISCLOSURE OF PECUNIARY INTEREST

Tony Gaffan 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

NONE

D. AMENDMENTS TO THE AGENDA

NONE

E. ADOPTION OF ACCOUNTS

1. BIA Accounts – RE: Budget actuals ending September 2021

BIA-255-2021 Moved by Amanda Everaert, seconded by Laura Lucier to receive the accounts ending SEPTEMBER 2021

CARRIED

F. STAFF REPORTS

1. BIA COORDINATOR PRESENTED HER REPORT- Membership update, administrative duties updates, membership support and communications updates, upcoming promotions, sponsorship update, budget preparation, holiday décor update, new coordinator update.
2. TONY GAFFAN PRESENTED HIS REPORT – Updated on new clerk, bee pollinator friendly community status, phase 2 of Lions Park approved, cityworks review, Highland Games committee membership update.
3. EDDK REPORT – membership has been updated

G. BUSINESS/CORRESPONDENCE – ACTION REQUIRED

1. Resignations from the Board

BIA-256-2021 Moved by Jason Martin, seconded by Roberta Weston to accept the resignations of Beth Riddiford, Trevor Loop and Heather Brown from the BIA Board of Managers.

CARRIED

H. MINUTES OF THE PREVIOUS MEETING

1. Kingsville BIA Committee Meeting Minutes—September 14, 2021

BIA-257-2021 Moved by Laura Lucier, seconded by Amanda Everaert to receive the minutes of the Kingsville BIA Meeting dated September 14, 2021

CARRIED

2. Kingsville BIA Committee Meeting Minutes—September 28, 2021

BIA-258-2021 Moved by David Debergh, seconded by Amanda Everaert to receive the minutes of the Kingsville BIA Meeting dated September 28, 2021

CARRIED

I. NEW AND UNFINISHED BUSINESS

1. BIA COORDINATOR RECRUITING UPDATE –Kelsey Coon has been hired and will begin November 1, 2021
2. BIA DOLLAR AGREEMENT – reviewed and edits will be made and it will be implemented
3. REINDEER GAMES UPDATE – all items are in progress
4. VOLUNTEERS NEEDED – for gift wrapping and garland lights
5. BOARD SUBCOMMITTEES- Personnel Committee, Beautification Committee, Promotion Committee and Finance Committee are to be developed and discussed at the next meeting.
6. CHAIR PERSON-

BIA-259-2021 Moved by Amanda Everaert, seconded by Roberta Weston that Jason Martin will act as the Chair Person the remainder of the existing BIA Board term.

CARRIED



COMMITTEE MINUTES

ADDITIONAL ITEMS:

NONE

J. NEXT MEETING DATE

The next meeting of the Committee will be held on Tuesday, November 9, 2021 at 6:15 PM in person at Carnegie.

K. ADJOURNMENT

The meeting adjourned 8:06 pm.

Tony Gaffan

CHAIR, Tony Gaffan

Christina Bedal

**RECORDING SECRETARY,
Christina Bedal**

October 29, 2021

County of Essex Municipalities

Re: Resolution of County Council – Agricultural Community Liaison

The Warden of the County of Essex was contacted by members of the Executive of the Essex County Federation of Agriculture, who were seeking a forum to discuss ongoing concerns and challenges the local agriculture community face, as a result of municipal decisions they feel are being made without adequate consultation with agriculture representatives.

It was recognized that, within the County, there are already a number of established Committees, comprised of administrative professionals from the various municipal service areas who meet regularly, such as meetings of the area Planners, Infrastructure Departments, CWATS, Drainage Superintendents, etc. Organizers of these regional administrative Committees are being requested to extend an invitation to the ECFA to attend meetings which contain items of potential impact to local agriculture.

Additionally, to ensure that the ECFA is aware of all scheduled public open houses, public information sessions, public surveys, etc. which are scheduled by municipalities within Essex County for the purpose of public consultation, the Communications and/or Clerks departments of each municipality are being asked to advise the ECFA of best practices for ensuring they receive notification of such events within their municipality. Many municipalities provide the option of subscribing to receive automatic notifications or utilize social media to reach interested individuals and organizations.

Essex County Council, at its Wednesday, October 20, 2021 meeting, adopted the following resolution:

219-2021

Moved By Tom Bain

Seconded By Larry Verbeke

That Essex County Council support improved communication and engagement of the agriculture sector within the region;

Resolution of County Council – Agriculture Community Liaison

October 29, 2021

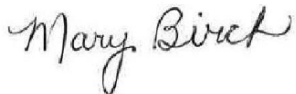
And further that, County Administration be directed to circulate a copy of report number 2021-1020-CCS-R009-MB to the local municipalities within the region, requesting cooperation in ensuring the Essex County Federation of Agriculture be given the opportunity to consult with administrative committees and notified of opportunities for public consultation on matters affecting the agriculture sector, as recommended in the said Report.

Carried

Your cooperation in distributing this request to the appropriate people within your municipal Administration is appreciated.

Should any further information be required, please contact the undersigned.

Regards,



Mary Birch
Director of Council and Community Services/Clerk
Encl.

Cc: Anne Anger, Essex County Federation of Agriculture
Rebecca Belanger, Planner, County of Essex
Allan Botham, Director of Infrastructure Services, County of Essex



Administrative Report

Office of the Director of Council & Community Services/Clerk

To: Warden McNamara and Members of Essex County Council

From: Mary Birch
Director of Council & Community Services/Clerk

Date: Wednesday, October 20, 2021

Subject: Report 2021-1020-CCS-R009-MB Agricultural
Community Liaison

Report #: 2021-1006-CCS-R09-MB

Purpose

To recommend opportunities for the agricultural community to communicate concerns and liaison with municipalities within the County.

Background

The Warden was contacted by the Essex County Federation of Agriculture (ECFA), seeking a forum to discuss ongoing concerns and challenges the local agriculture community face, as a result of municipal decisions being made without adequate consultation with agriculture representatives.

Warden McNamara and the Director of Council and Community Services/Clerk met with members of the Executive of the Essex County Federation of Agriculture on September 15, 2021.

A brief history of a previous Agricultural Liaison Committee was provided. That Committee was formed in 2006, comprised of a political representative from each of the local municipalities, as well as a representative from the ECFA, Essex County Christian Farmer Federation and the local branch of the National Farmers Union. The Committee was not successful due to difficulty in getting a quorum and it was found that most of the items brought up for

discussion where not within the jurisdiction of the County. Matters of drainage and pesticide by-laws were examples of areas of concern at that time.

The ECFA members explained that they were seeking the opportunity to participate in the planning stages of matters that municipalities make decisions on, which can impact the agriculture community significantly. Involvement in the early consultation stages of matters related to road infrastructure and land use planning were noted to be of the utmost importance.

Examples such as road and bridge infrastructure being constructed which will not accommodate the size of modern farm equipment; construction related road closures of routes necessary to access farms and grain elevators during harvest; and long term planning decisions which allow urban sprawl, loss of farm land and incompatible land uses were all cited as areas which the ECFA members would like to develop an avenue for better communication and consultation.

Discussion

Recognizing of the importance of the agricultural industry within the region, Administration understands the need to improve communications with the ECFA and to ensure they are given opportunities to provide input into municipal decisions impacting that sector.

Within the region, there are a number of established Committees, comprised of administrative professionals from the various municipal service areas who meet quite regularly. Meetings of the municipal Planners, Treasurers, Tax Collectors, Clerks, Infrastructure Services, CWATS, etc. are already meeting to discuss sector specific common issues. In addition, whether it be a legislative requirement or not, it is common practice within the municipal sector to provide opportunities for public consultation and feedback on proposed new initiatives.

County Administration recommends utilizing the existing administrative municipal committees to provide the ECFA with the opportunity to be more involved at the planning level of municipal initiatives which impact their sector.

In order to accomplish this, it is recommended that the organizers of the regional administrative committees dealing with land use planning, road infrastructure, active transportation, drainage and any other Committee

which may be dealing with an issue impacting the agriculture sector, be requested to extend an invitation to the ECFA to attend meetings which contain items of potential impact to agriculture. Recognizing that not all these committees have a need to meet on a regular basis, it would be recommended that the ECFA be invited to at least two meetings per year, to be given the opportunity to raise any concerns from the agriculture community.

Additionally, to ensure that the ECFA is aware of all scheduled public open houses, public information sessions, public surveys, etc. which are scheduled by municipalities within Essex County for the purpose of public consultation, it is recommended that a copy of this report and a request be made to the communications departments of each municipality, requesting that they advise the ECFA of best practices for ensuring they receive notification of such events within their municipality. Many municipalities provide the option of subscribing to receive automatic notifications or utilize social media to reach interested individuals and organizations.

Financial Implications

There are no financial implications to be noted.

Recommendation

That Essex County Council support improved communication and engagement of the agriculture sector within the region;

And further that, County Administration be directed to circulate a copy of report number 2021-1006-CCS-R09-MB to the local municipalities within the region, requesting cooperation in ensuring the Essex County Federation of Agriculture be given the opportunity to consult with administrative committees and notified of opportunities for public consultation on matters affecting the agriculture sector, as recommended in the said Report.

Respectfully Submitted

Mary Birch

Mary Birch Director of Council & Community Services/Clerk

Concurred With,

Mike Galloway

Mike Galloway, Chief Administrative Officer

November 9, 2021

The Right Honourable Justin Trudeau
Prime Minister
House of Commons
Ottawa, ON K1A 0A6
justin.trudeau@parl.gc.ca

**Re: Resolution of Council - Support of Municipality of Leamington Resolution
RE Federal Support of Long-Term Care**

Essex County Council, at its Wednesday, October 20, 2021 meeting, adopted the following resolution:

213-2021

Moved By Hilda MacDonald
Seconded By Larry Snively

That Essex County Council receive the correspondence from the Municipality of Leamington dated October 8, 2021 seeking Provincial support for Long Term Care, and further that Essex County Council supports their resolution.

Carried

If you wish to discuss the matter further or, if you require more information, please feel free to contact this office.

Regards,



Gary McNamara
Warden,
County of Essex
/cs

ENCL

Support for Federal Support of Long-Term Care

November 9, 2021

CC: The Hon. Doug Ford, Premier of Ontario doug.fordco@pc.ola.org

The Hon. Jean-Yves Duclos, Federal Minister of Health hcminister.ministresc@hc-sc.gc.ca

The Hon. Christine Elliott, Ontario Minister of Health christine.elliott@pc.ola.org

Taras Natyshak, MPP, Essex tnatyshak-qp@ndp.on.ca

Percy Hatfield, MPP, Windsor-Tecumseh PHatfield-QP@ndp.on.ca

Rick Nicholls, MPP, Chatham-Kent-Leamington rick.nicholls@pc.ola.org

Irek Kusmierczyk, MP, Windsor-Tecumseh Irek.Kusmierczyk@parl.gc.ca

Chris Lewis, MP, Essex Chris.Lewis@parl.gc.ca

Dave Epp, MP, Chatham-Kent-Leamington Dave.Epp@parl.gc.ca

Local Lower Tier Municipalities of Essex County

City of Windsor

Federation of Canadian Municipalities info@fcm.ca



October 8, 2021

To Whom it May Concern:

Please be advised that the Council of The Corporation of the Municipality of Leamington, at its meeting held Tuesday, September 14, 2021 enacted the following resolution:

No. C-279-21

WHEREAS residents and staff at long-term care (LTC) homes have been disproportionately affected by COVID-19; and

WHEREAS in the first wave of the pandemic (March - July 2020) there were approximately 5,488 resident cases and 2,290 staff cases in Ontario and tragically 1,817 residents and seven staff lost their lives to this disease; and

WHEREAS on 15 April 2020, Premier Ford stated, "we will stop at nothing to protect those who cannot protect themselves. Today we are launching an all-out plan to fight COVID-19 in our long-term care homes. We will fortify the iron ring of protection around our long-term care residents and those who care for them. We'll go further in our testing, screening, surveillance, targeting the homes facing outbreaks"; and

WHEREAS there have been approximately 9,417 resident cases and 4,217 staff cases in Ontario in the second wave (2 September 2020-16 February 2021) and 1,869 residents and three staff lost their lives, representing an increase of resident deaths from the first to second wave; and

WHEREAS for-profit LTC homes have seen a disproportionate incidence of care failing to meet the standard of the Long-Term Care Act, which states that "...a long-term care home is primarily the home of its residents and is to be operated so that it is a place where they may live with dignity and in security, safety and comfort and have their physical, psychological, social, spiritual and cultural needs adequately met"; and

WHEREAS the Canadian Armed Forces (CAF) report dated 20 May 2020 revealed conditions including inadequate staffing levels and training, limited medical supplies, unsafe medication administration, insufficient procedures to reduce the spread of

COVID-19, poor infection prevention and control standards of practice, deficiencies in infrastructure and significant concerns about standards of care including seniors calling out for help, rotting food, missed meals, seniors left in soiled diapers and linens and cockroach and bug infestations; and

WHEREAS similar conditions were found in the second wave, including ongoing shortages of qualified, trained staff, ineffective use of PPE to prevent COVID-19 transmission, violation of protocols and practices including one instance in which residents who had tested positive for COVID-19 had their door handles removed, physical distancing and isolation challenges from continuing to house several residents in ward rooms with a shared bathroom and ongoing infection prevention and control standard concerns, all problems that were not fixed after the recommendations of the CAF;

WHEREAS the Provincial Government has launched an independent commission to investigate COVID-19 spread within LTC homes, how residents, staff and families were impacted and the adequacy of measures taken by the province and other parties to prevent, isolate and contain the spread; and

WHEREAS the Association of Municipalities of Ontario (AMO) has provided a Board-approved submission, Improving the Long-Term Care Outbreak Response in Ontario: Submission to the Long-Term Care COVID-19 Commission, on 29 January 2021, outlining recommendations to the Commission on behalf of the municipal governments that operate 100 of the 626 long-term care homes in Ontario; and

WHEREAS AMO's submission puts forward 48 recommendations for action in both public and private long-term care homes across nine themes: Vision for Long-Term Care and Leadership Culture, Public Health and Safety, Planning and Communications, Staffing Measures, Care for Residents, Funding, Inspections - Enforcement and Compliance, and Mental Health and Well-Being; and

WHEREAS one of the key recommendations of the AMO submission is that the Ministry of Long-Term Care and Ministry of Health review the adequacy of infection prevention and control programs under the Long-Term Care Homes Act, 2007 in preventing and managing COVID-19 outbreaks, and to institute higher standards with increased funding to homes to implement these standards; and

WHEREAS the Canada Health Act's aim is to protect, promote and restore the physical and mental well-being of residents of Canada, and that the Federal Government provides health care funding to Provinces and Territories through the Canada Health Transfer; and

WHEREAS the Federal Government does not currently provide funding earmarked to support the LTC home sector, and;

WHEREAS the Federation of Canadian Municipalities (FCM) works with and advocates to the Federal Government to secure new tools and empower municipalities to build stronger communities; and

WHEREAS the operation of LTC homes is a municipal responsibility in Ontario but is of significance to the federal-municipal relationship.

NOW THEREFORE BE IT RESOLVED:

THAT Leamington Municipal Council endorses AMO's recommendations contained in its submission to the Long-Term Care COVID-19 Commission;

THAT Leamington Municipal Council strongly urges the Provincial Government to move forward with implementation of these recommendations, including instituting higher standards with increased funding to homes to implement those standards;

THAT Leamington Municipal Council advocate to the Federal Government to enhance federal health care funding to the Provinces and Territories, specifically dedicating funding to long-term care, and to undertake further efforts to protect, promote and restore the physical and mental well-being of long-term care residents in Canada;

THAT Leamington Municipal Council request the FCM to develop a policy and advocacy position on enhanced federal support for long-term care;

THAT this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, the Federal and Provincial Ministers of Health, and FCM for their immediate action and that a copy be sent to AMO, and Windsor-Essex Members of Parliament and Provincial Parliament for their information;

AND that a copy of this resolution be sent to all Ontario upper-tier and single-tier municipalities for their endorsement.

Carried

Dated today, the 8th day of October, 2021.

Brenda Percy

Signed with ConsignO Cloud (2021/10/12)
Verify with verifio.com or Adobe Reader.



Brenda Percy, Clerk
The Corporation of the Municipality of Leamington



RESOLUTION NO. 21-247

Moved by: Marc Dupuis
Seconded by: Steve Brousseau

WHEREAS the government of Ontario recently announced the continued postponement of the province-wide assessment update for the 2022 and 2023 taxation years, and;

WHEREAS this means that property values will continue to be based on the January 1, 2016 valuation date until at least 2024, and;

WHEREAS the Municipality of Mattice – Val Côté is aware of the important increase in property values throughout the province and within its own jurisdiction and;

WHEREAS the continued postponement of property valuation translates into a significant loss of taxation revenue for Municipalities;

NOW THEREFORE BE IT RESOLVED THAT Council for the Municipality of Mattice – Val Côté urges the government of Ontario to reconsider its decision and to direct MPAC to proceed with a province-wide assessment update in order for Ontario Municipalities to be able to collect property taxes based upon actual property values, and;

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Premier of Ontario, to MPAC, to AMO, to all Ontario municipalities and to our federal and provincial government representatives, Carol Hughes and Guy Bourgouin.

- CARRIED -

I, Guylaine Coulombe, CAO/Clerk of the Municipality of Mattice – Val Côté, do hereby certify this to be a true and complete copy of Resolution 21-247, passed by the Council of the Municipality of Mattice – Val Côté at its meeting held the 8th day of November 2021.

DATED at Mattice, Ontario
This 10th day of November 2021


Guylaine Coulombe



**COMMITTEE OF THE WHOLE
MINUTES**

Monday, October 18, 2021

6:00 PM

Council Chambers

2021 Division Road N

Kingsville, Ontario N9Y 2Y9

Members of Council Mayor Nelson Santos
 Deputy Mayor Gord Queen
 Councillor Kimberly DeYong
 Councillor Tony Gaffan
 Councillor Laura Lucier
 Councillor Thomas Neufeld
 Councillor Larry Patterson

Members of R. Brown, Manager of Planning Services
Administration Paula Parker, Town Clerk

 J. Galea, Human Resources Manager
 S. Kitchen, Deputy Clerk-Council Services
 R. McLeod, Director of Financial & IT Services
 A. Plancke, Director of Infrastructure & Engineering
 R. Baines, Deputy Clerk - Administrative Services
 J. Norton, CAO
 J. Quennell, Fire Chief
 S. Hirota, Director of Legal and Clerk Services
 R. Wyma, Director of Community and Development Services

A. CALL TO ORDER

Chairman Queen called the Committee Meeting to order at 6:02 p.m.

Members of the Committee participated in the meeting through video conferencing technology from remote locations.

B. DISCLOSURE OF PECUNIARY INTEREST

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

Councillor DeYong declared a pecuniary interest with respect to Item F-1. The Councillor's interest was fully disclosed in closed session.

Chairman Queen welcomed Town Clerk Paula Parker to the Town of Kingsville team.

C. ORDER OF BUSINESS

1. TELUS Communications Inc.--Revised Tower Location and Design

R. Brown, Manager of Planning Services

RE: Proposed Telecommunications Tower--Part of Lot 280, Concession STR, Vacant Land East Side of County Road 23

Mr. Brown presented his Report dated October 12, 2021 regarding a proposed telecommunications tower installation and a request for a statement of concurrence.

Comments from the Applicant (LandSolutions LP, on behalf of TELUS Communications Inc.):

Brenden Smith, Municipal Affairs Specialist, presented the proposal, the revised site selection process, industry trends, and other information. He stated that the site selected is central to the area requiring additional coverage and network capacity, and will provide enhanced wireless service, including high-speed home and business internet.

Ben van Reekum (Site Acquisition and Municipal Affairs Specialist) was also in attendance.

Comments from the public:

Elaine Robins, Resident, indicated that many of her questions had been answered, and asked for confirmation of the proposed tower location in relation to her property. Mr. Brown displayed the location of the proposed tower on screen.

Dean Colasanti, 4204 County Road 23, advised that his home is approximately 90 metres from the property line and is most impacted by the proposal. He requested that the tower be relocated 250 metres from his property line to the south east (option 7). Alternatively, he asked that the tower be placed north (i.e. north east or north west) of his house within the 5-acre triangle which he owns, a distance of approximately 50 m from the road. Mr. Colasanti suggested that the location would be in the centre of the search ring, would be more accessible, and the existing trees provide a natural buffer.

COTW9-2021

Moved by Mayor Nelson Santos

Seconded by Councillor Larry Patterson

That the Committee direct that TELUS Communications Inc. explore the options further as proposed by Mr. Colasanti and bring the information back to Council at a future Regular Meeting.

CARRIED

2. Draft Lighting Guideline Policy

The Director of Infrastructure and Engineering presented the draft Infrastructure and Engineering Services Lighting Guideline Policy, indicating that he is seeking feedback and input.

The Committee provided feedback and comments for the Director's consideration and review, and indicated the draft policy is a good first step in the process. The Committee commented as well that a by-law was requested to be brought forward by Administration regarding outdoor illumination encompassing best practices as utilized in other municipalities. Director Plancke agreed that a lighting by-law would address existing outdoor lighting, enforcement, and other factors, having in mind existing staffing limitations. Administration will provide an update on the original Council Motion in this matter passed in 2020.

3. Allocation of Safe Restart (COVID-19) Funding

The Director of Financial and IT Services presented his report, and members provided feedback and comment. A revised and more fulsome report will be brought back to Council at a Regular Meeting for review and consideration.

COTW10-2021

Moved by Councillor Thomas Neufeld

Seconded by Mayor Nelson Santos

That the Committee receives the Report of Director McLeod RE: Allocation of Safe Restart (COVID-19) Funding.

CARRIED

4. Bicycle Rack Placement at Carnegie Arts and Visitor Centre

The Director of Community and Development Services confirmed that the bicycle rack that had been hit by a car was replaced at the same location. Further, the Director noted that staff would look to further paint the area around the bike racks green which is consistent with cycling infrastructure.

5. CAO update on Upcoming Reports and Fall Agenda for Senior Management Team (SMT)

The CAO presented his Information Report to the Committee of the Whole through a slide presentation entitled 'CAO Update and Fall Agenda for the Senior Management Team', dated October 18, 2021.

COTW11-2021

Moved by Councillor Larry Patterson

Seconded by Councillor Kimberly DeYong

That the Committee receives the Information Report as presented by the CAO.

CARRIED

D. MINUTES OF THE PREVIOUS MEETINGS

1. Committee of the Whole--September 20, 2021.

2. Committee of the Whole Closed Session--September 20, 2021

COTW12-2021

Moved by Councillor Laura Lucier

Seconded by Councillor Tony Gaffan

That the Committee adopts the Committee of the Whole Minutes dated September 20, 2021 and the Committee of the Whole Closed Session Minutes dated September 20, 2021.

CARRIED

E. COMMITTEE QUESTIONS / STAFF REPLIES

COMMITTEE QUESTIONS

1. Councillor Lucier inquired about placement of additional garbage / recycling bins for use by residents and visitors.
2. Councillor Lucier inquired about a late penalty in connection with construction projects that involve significant traffic disruption. Councillor Neufeld also mentioned the requirement for accessible routes during construction at the cost of the contractor.
3. Councillor Lucier inquired about the status of the 183 Main St. East Appeals. This matter will be addressed in Closed Session this evening.
4. Councillor Gaffan inquired about affordable/attainable housing and whether the Town's official plan would allow smaller building lots for the construction of single family homes on smaller lot sizes. Councillor Neufeld suggested the smaller lot sizes might be best suited for entire developments/streets. Councillor DeYong noted that availability of rental housing is also important.
5. Councillor Gaffan inquired about the impact of potential Municipal Property Assessment Corporation (MPAC) assessment increases due to rising property values.

Members of the Senior Management Team responded to the Committee's inquiries.

F. CLOSED SESSION

In light of a Committee Question brought forward earlier in the evening, the Town Clerk asked for the Committee's consideration of an additional item for the closed session Agenda [see item (ii) below]. The Town Clerk also asked for the Committee's indulgence with respect to splitting Item (i) into two sections: (a) employee vaccination (general, excluding firefighters); and (b) employee vaccination (firefighters), having in mind the declaration of interest made by Councillor DeYong earlier in the evening.

At 9:00 p.m., pursuant to Subsection 239(2) of the *Municipal Act, 2001*, the Committee entered into Closed Session to address the following items:

- i) Subsection 239(2)(b) [personal matters about an identifiable individual, including municipal employees] and Subsection 239(2)(f) [advice that is subject to solicitor-client privilege, including communications necessary for that purpose]

RE: a) Employee vaccination (general) and

b) Employee vaccination (firefighters); and

ii) Subsection 239(2)(f) [advice that is subject to solicitor-client privilege, including communications necessary for that purpose] RE: 183 Main St. East.

The Town Clerk advised that there would not be a rising report this evening, and therefore the public portion of this Meeting was adjourned at 9:01 p.m.

G. ADJOURNMENT

The open session of this Meeting was adjourned at 9:01 p.m.

DEPUTY MAYOR, Gord Queen

CLERK, Paula Parker



**REGULAR MEETING OF COUNCIL
MINUTES**

Monday, November 8, 2021

6:00 PM

Council Chambers

2021 Division Road N

Kingsville, Ontario N9Y 2Y9

Members of Council Mayor Nelson Santos
 Deputy Mayor Gord Queen
 Councillor Kimberly DeYong
 Councillor Tony Gaffan
 Councillor Laura Lucier
 Councillor Thomas Neufeld (electronic participation)
 Councillor Larry Patterson

Members of
Administration

R. Brown, Manager of Planning Services
P. Parker, Town Clerk
S. Hirota, Director of Legal and Clerk Services
S. Kitchen, Deputy Clerk-Council Services
R. McLeod, Director of Financial and IT Services
A. Plancke, Director of Infrastructure and Engineering
J. Norton, CAO
J. Quennell, Fire Chief
R. Wyma, Director of Community and Development Services
K. Loney, Manager of Recreation Programs and Special Events
S. Martinho, Manager of Public Works and Environmental Services

A. CALL TO ORDER

Mayor Santos called the Regular Meeting to order at 6:07 p.m.

B. LAND ACKNOWLEDGEMENT

Mayor Santos read the Land Acknowledgement as follows:

We acknowledge the Three Fires Confederacy (Ojibwe, Potawatomie and Odawa) and the Traditional, ancestral, unceded territory of Caldwell First Nation; the original people of Point Pelee, Pelee Island and its surrounding waters. We recognize and respect the First Nations who are stewards of the land and waters of Turtle Island and who have embraced this stewardship since time immemorial. We would also like to acknowledge other nearby First Nations communities and First Nations across Turtle Island.

C. MOMENT OF SILENCE AND REFLECTION AND NATIONAL ANTHEM

Mayor Santos asked members to stand and observe a moment of silence, followed by singing of O'Canada by Tanner Harrison.

D. AMENDMENTS TO THE AGENDA

Councillor Lucier added one Notice of Motion and one Announcement.

Councillor Patterson added one Announcement.

Councillor Neufeld added one Unfinished Business Item and one Announcement.

E. DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest noted. 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 FROM CLOSED SESSION

Mayor Santos reported that at the end of the last Regular Meeting of Council held on October 25, 2021 Council, pursuant to the *Municipal Act, 2001*, Section 239 entered into Closed Session under Subsection (2)(c) [a proposed or pending acquisition of land by the municipality] and Subsection (2)(f) [advice that is subject to solicitor-client privilege, including communications necessary for that purpose] to discuss the West Side Collector Road. A public report will be before Council for consideration at a future public meeting.

G. PRESENTATIONS

- 1. Michelle Bishop, General Manager, Essex Windsor Solid Waste Authority (EWSWA) RE: Regional Food and Organics Waste Management Project**

Michelle Bishop provided an information update regarding EWSWA's Regional Food and Organics Waste Management Project.

Also in attendance: Tom Marentette, EWSWA Manager of Waste Disposal; Cathy Copot-Nepszy, Manager of Waste Diversion; Steffan Brisebois, Manager of Finance and Administration and Sandra Zwiers, County of Essex Director of Financial Services/Treasurer.

616-2021

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Tony Gaffan

That the presentation of Michelle Bishop, General Manager, Essex Windsor Solid Waste Authority entitled 'Regional Food, Organic and Biosolids Waste Processing' BE RECEIVED.

CARRIED

H. DELEGATIONS

1. BIA Support Hours for Holiday Decor - Christina Bedal, Kingsville BIA Coordinator

Ms. Bedal requested, on behalf of the Kingsville BIA, that Council consider authorizing an additional 50 hours of staff allotment to install the holiday decor in the BIA district.

617-2021

Moved By Councillor Larry Patterson

Seconded By Councillor Tony Gaffan

That Council authorize Administration to hire a local contractor at a cost of \$2,000 to complete the works required for the installation of Kingsville BIA holiday decor.

CARRIED

2. Kenshore Lane Sewer Request - Andrea Hill

Ms. Hill presented her request on behalf of residents of Kenshore Lane for Council's consideration to install sanitary sewers on the street.

618-2021

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Larry Patterson

That Council support the investigation of the request as presented by Andrea Hill (on behalf of residents of Kenshore Lane) including a cost estimate of engineering for the potential installation of sewer lines on Kenshore Lane.

CARRIED

I. MATTERS SUBJECT TO NOTICE

1. DRAINAGE REPORT CONSIDERATION--BRIDGE OVER THE CAMERON-CURRY DRAIN

S. Martinho, Manager of Public Works and Environmental Services and T. Peralta, P. Eng. (N. J. Peralta Engineering Ltd.)

i) Notice of Meeting to Consider the Engineer's Report, dated October 21, 2021;

ii) Drainage Report dated April 26, 2019 for the Bridge Over the Cameron-Curry Drain (for Maurice Trepanier; Part of Lot 25, Concession 11), Town of Kingsville; N. J. Peralta Engineering Ltd. Project No. D-19-008;

iii) Proposed By-law 79-2021, being a by-law to provide for construction of a new access bridge over the Cameron-Curry Drain, Roll No.: 650-03100, in the Town of Kingsville in the County of Essex.

S. Martinho presented the Report and recommendation.

619-2021

Moved By Councillor Larry Patterson

Seconded By Councillor Laura Lucier

That Council adopt Engineer's Report for the Bridge Over the Cameron-Curry Drain (for Maurice Trepanier; Part of Lot 25, Concession 11; N. J. Peralta Engineering Ltd. Project Number D-19-008) and read By-law 79-2021 a first, second and third and final time at this Regular Meeting.

CARRIED

J. CONSENT AGENDA

- 1. Communities in Bloom Minutes--September 7, 2021**
- 2. Committee of Adjustment Minutes--September 21, 2021**
- 3. Kingsville Municipal Heritage Advisory Committee Minutes--September 21, 2021**
- 4. Police Services Board Minutes--September 22, 2021**
- 5. Union Water Supply System Joint Board of Management Minutes--September 22, 2021**
- 6. Fantasy of Lights Committee Minutes--September 28, 2021 and October 4, 2021**
- 7. Migration Festival Committee Minutes--September 28, 2021 and October 5, 2021**
- 8. Regular Meeting of Council Minutes--October 25, 2021**
- 9. Regular Closed Session Meeting of Council Minutes--October 25, 2021**
- 10. Colin J. Ball and Joanne D. Ball, Residents--Correspondence dated October 25, 2021 RE: Road and edge flooding of Mettawas Lane**
- 11. County of Essex--Correspondence from Warden McNamara and CAO Galloway to Ministry of Infrastructure dated October 27, 2021 RE: Accelerated High Speed Internet Program (AHSIP)**
- 12. Town of Essex--Correspondence dated October 28, 2021 RE: Capital Gains Tax on Primary Residence**
- 13. Town of Tecumseh - Correspondence re: COVID-19 and Long Term Care Homes**

Deputy Mayor Queen requested that Consent Agenda Items J10 and J11 be removed for subsequent discussion.

620-2021

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Kimberly DeYong

That Council approve Consent Agenda items J1-9, J12, and J13.

CARRIED

Item J10-Colin J. Ball and Joanne D. Ball, Residents--Correspondence dated October 25, 2021 RE: Road and edge flooding of Mettawas Lane

Deputy Mayor Queen requested comments from Administration. Director Plancke advised that the Town is aware of this issue in connection with road and edge flooding and is presently working with the developer to resolve same.

621-2021

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Larry Patterson

That Council receive the correspondence from Colin J. Ball and Joanne D. Ball dated October 25, 2021.

CARRIED

622-2021

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Laura Lucier

That Council support the County of Essex correspondence from Warden McNamara and CAO Galloway to Ministry of Infrastructure RE: Accelerated High Speed Internet Program (AHSIP).

CARRIED

K. REPORTS - COMMUNITY AND DEVELOPMENT SERVICES

1. Fantasy of Lights Update

K. Loney, Manager of Recreation Programs and Special Events provided an overview of the report.

623-2021

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Kimberly DeYong

1. That Council approves the following streets be closed to vehicle traffic on November 20, 2021 for the Fantasy of Lights Parade;

- **Staging area from 4 PM to approximately 6:30 PM: Jasperson Drive (north of the driveway at Zehrs)**

- Parade route from 5:30 PM to the end of the parade: Main Street from Jasperson Drive to the end of Division Street South.
- De-staging area beginning at 6:30 PM: Park Street from Division Street to 103 Park (Grovedale)

CARRIED

2. **Application for Part Lot Control Exemption by** **HTM**
Management Inc. **9, 11 & 13 Mettawas Lane** **Pt.**
of Block D, Plan 965, Pt. Water Lot in Front of Lot 1, **Con**

R. Brown, Manager of Planning Services provided an overview of the report.

624-2021

Moved By Councillor Tony Gaffan

Seconded By Councillor Larry Patterson

That Council enact Part Lot Control By-law 90-2021 to allow Part of Block D, Plan 965, Pt. Water Lot in Front of Lot 1, Concession 1 ED to be exempt from Section 50(5) of the Planning Act, and that Council authorize and direct Planning Services to forward the by-law to the County of Essex for final approval.

CARRIED

3. **Application for Site Plan Amendment by** **Universal**
Greenhouse Structures Ltd. & 1912891 Ontario Inc. **1932 &**
1956 Settrington Drive **Part of Lot 12, Concession 3 ED,**

R. Brown, Manager of Planning Services

625-2021

Moved By Councillor Larry Patterson

Seconded By Councillor Kimberly DeYong

That Council approve Site Plan Amendment Application SPA/25/2021 for the Phase Three and Four manufacturing space additions, 1985.73 sq. m (21,374 sq. ft.) and 1,785.84 sq. m (19,223 sq. ft.), respectively, located on lands known as 1932 and 1956 Settrington Drive, subject to the further amended terms of the site plan agreement; and,

That Council authorizes the Mayor and Clerk to sign the amending Agreement and register said Agreement on title.

CARRIED

L. REPORTS - FINANCIAL AND INFORMATION TECHNOLOGY SERVICES

No reports.

M. REPORTS - FIRE SERVICES

No reports.

N. REPORTS - INFRASTRUCTURE AND ENGINEERING SERVICES

1. Marcovecchio Industrial Park Phase 1A – Initial Acceptance

G. A. Plancke, Director of Infrastructure and Engineering

626-2021

Moved By Councillor Kimberly DeYong

Seconded By Councillor Laura Lucier

That Council initially accept Marcovecchio Industrial Park Phase 1A onto “Maintenance” for a period of no less than one year, and that the Clerk provide written confirmation to the Developer of the date of initial acceptance of the development by Council resolution.

CARRIED

2. Royal Oak at the Creek Phase 9 – Final Acceptance

G. A. Plancke, Director of Infrastructure and Engineering

627-2021

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Tony Gaffan

That Council grant “Final Acceptance” of the roadway and infrastructure for the Royal Oak at the Creek Phase 9 subdivision; And That the Clerk provide formal notification to the Developer (Amico Properties Inc.) of the Council decision to grant Final Acceptance of the Royal Oak at the Creek Phase 9 subdivision.

CARRIED

O. REPORTS - LEGAL AND CLERK SERVICES

1. Freedom of Information and Privacy Officer

P. Parker, Town Clerk provided an overview of the report.

628-2021

Moved By Councillor Laura Lucier

Seconded By Councillor Larry Patterson

That By-law 85-2021 being a by-law to Appoint the Clerk as Information and Privacy Officer for the Town of Kingsville for the purposes of carrying out the day to day duties of the *Municipal Freedom of Information and Protection of Privacy Act* be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

CARRIED

P. REPORTS - CAO's OFFICE

No reports.

Q. NOTICES OF MOTION

Councillor Lucier indicated she may at the next Regular Meeting of Council, move or cause to have moved, that a section for environmental considerations be added and addressed in all staff reports to Council under a new heading to be titled 'Environmental Considerations' beginning with the December 15 Regular Meeting.

R. UNFINISHED BUSINESS AND ANNOUNCEMENTS

Councillor Neufeld referred to a past motion wherein County Council was asked to look into a 4-way stop at County Road 34 and County Road 27 and requested an update. Deputy Mayor Queen advised that the matter is ongoing and the County is awaiting information from the Province as the Highway 3 expansion also impacts this intersection. Mayor Santos also added that County staff will be contacting the Town's Administration to speak to additional concerns about the

Highway 3 expansion project impacts on local roads. Work continues and updates will come to Council when necessary.

Councillor Patterson announced that on November 27 the Cottam Rotary Club will be selling Christmas Trees at the Cottam Rotary Park, and with the season fast approaching he invited everyone to participate in the various holiday events being offered in Cottam.

Councillor Lucier announced that the Arts Society of Kingsville continues to display local art at the Carnegie Arts and Visitor Centre and invited everyone to stop by to view the displays. She also advised that they are looking for volunteers to cover some weekend shifts. Councillor Lucier also noted that the Holiday Artisan Exhibit will be running at the Carnegie from November 10 to the 29th and there will be lovely displays of artisan product for holiday gift-giving.

Councillor Neufeld announced that on November 1 Communities in Bloom hosted its 4th annual Pumpkin Parade and he thanked the community for the pumpkin contributions and the creative carving displays. He thanked members of Council for sharing the event on social media pages.

Mayor Santos recognized that this week marks Remembrance week to honour, support and remember our veterans.

S. BYLAWS

1. By-law 79-2021

A By-law to provide for construction of a new access bridge over the Cameron Curry Drain Roll No.: 650-03100 in the Town of Kingsville, in the County of Essex

2. By-law 85-2021

A By-law to Appoint the Town Clerk as Information and Privacy Officer for the Town of Kingsville for the purposes of carrying out the day to day duties of the *Municipal Freedom of Information and Protection of Privacy Act*

3. By-law 90-2021

A By-law re Part Lot Control (HTM Management)

4. By-law 93-2021

A By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its November 8, 2021 Regular Meeting.

629-2021

Moved By Deputy Mayor Gord Queen

Seconded By Councillor Kimberly DeYong

That By-laws 79-2021, 85-2021, 90-2021, and 93-2021 be read three times and finally passed and that the Mayor and Clerk be authorized to sign same.

CARRIED

T. ADJOURNMENT

630-2021

Moved By Councillor Tony Gaffan

Seconded By Deputy Mayor Gord Queen

That Council adjourn this Regular Meeting at 7:51 p.m.

CARRIED



Date: November 16, 2021

To: Mayor and Council

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

RE: Statement of Concurrence Request for Proposed
Telecommunications Tower – 2804 Upcott Side Road,
Part of Gore Lot A, Concession STR & Part 1, RP 12R 12215

Report No.: PS-2021-072

RECOMMENDED ACTION

1. That Council authorize Administration to provide the applicant with a Statement of Concurrence that sufficient public consultation has occurred and the Town's policy has been addressed.

BACKGROUND

Forbes Bros. Ltd., on behalf of Xplornet Communications Inc. has submitted an application with the authorization of the registered owner of the subject lands, to construct a 45 m (148 ft.) lattice self-supporting broadband tower (See Appendix A – Location Map). Xplornet provides wireless internet services to primarily rural areas where physical infrastructure is costly to support.

In accordance with federal regulations and the Town's "Policy for the Development and/or Redevelopment of Communication and Broadcasting Facilities" Guidelines (See Appendix B), public consultation is required to be obtained for the construction of telecommunications towers. Public notice was given to registered property owners within 150 m of the proposed location by the applicant (See Appendix C). Included with this report is a copy of the site plan, specifications for the broadband tower and justification (Appendix D and D-1).

DISCUSSION

A report was presented to the Committee of the Whole (COTW) at the November 15, 2021 meeting. Neither the Town or proponent received any public feedback in opposition to the proposed broadband tower. COTW passed a motion in support of the

recommendation for, “a proposed telecommunication broadband tower and recommends that Council authorize Administration to provide the applicant with a Statement of Concurrence that sufficient public consultation has occurred and the Town’s policy has been addressed.”

The COTW did request that a copy of the emergency response plan be forward to Fire Services. The applicant has requested that Xplornet provide the requested plan and forward when available.

FINANCIAL CONSIDERATIONS

There are no significant financial implications resulting from the proposed broadband tower.

CONSULTATIONS

Notice of the Committee of The Whole on November 15th (COTW) was given by the applicant on October 13, 2021 by first class mail to all land owners within 150 m (492 ft.) of the proposed location of the cell tower.

In accordance with standard practice for review of telecommunication tower requests applicable external agencies and internal departments have been circulated. Including

- 1) **Essex Region Conservation Authority (ERCA)**
- 2) **Technical Advisory Committee**
- 3) **County of Essex**
- 4) **Ministry of Transportation (MTO)**

No concerns or objections were communicated as a result of the proposed tower or its location.

Robert Brown

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

Reviewed by:



Richard Wyma
Director of Community and Development Services

LINK TO STRATEGIC PLAN

- ☐ COVID-19 and the health and safety of the community
- ☐ Customer Service: Training, Technology, Staff, Review Standards/Level of service
- ☐ Housing: Affordability (lot sizes, developer incentives, second dwellings, density, etc.)
- ☐ Greenhouse: lights & dark sky, odours (site plan compliance, bylaws, other tools)
- ☐ Programming Increase: Youth and Seniors
- ☐ A development plan for Downtown Kingsville / Main Street
- ☐ Financial savings: Schools closings, Migration Hall
- ☐ Economic Development: strengthen tourism/hospitality
- ☐ COVID - economic recovery
- ☐ Communications: Strategy – Policy (social media), Website refresh and other tools, Public engagement
- ☐ Housing: Migrant Worker Housing – Inspections (Building/Fire), regulate, reduce, or increase
- ☐ Committees / Boards: Review and Report
- ☐ Policy Update: Procedural Bylaw
- ☒ Economic Development: diversify the economy, create local jobs, industrial, Cottam
- ☐ Infrastructure (non-Municipal): Union Water expansion & governance
- ☐ Infrastructure (Municipal): Asset Management Plan update, the infrastructure funding deficit
- ☐ No direct link to Council priorities



Legend

Essex Municipalities

<all other values>

Kingsville

Street

Severance

Kingsville Assessment

Notes

Cell Tower

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.

0 93.51 187.0 Meters

1: 5,610



5/21/2021

	<p style="text-align: center;">PLANNING SERVICES</p> <p style="text-align: center;">POLICY FOR DEVELOPMENT AND/OR REDEVELOPMENT OF COMMUNICATION & BROADCASTING FACILITIES</p> <p style="text-align: center;">Appendix B</p>		S.O.P. #PS013
			Issued: March 16, 2009
			Reviewed/ Revised: January 23/19
			Total Pages: 4
Prepared By: R. Brown	Reviewed By: Administration	Approved By: Administration	

Purpose:

To establish standard procedures which will enable the Municipality:

- To effectively participate in the review and public consultation process for the consideration of telecommunication and broadcasting facilities; &
- To formulate municipal comments based on acceptable goals and standards.

Goals:

- To facilitate cooperation between the proponent and the Town of Kingsville in effort to allow for the siting of facilities which balance the demand for service and the impact on the community.
- To provide guidance and direction for the appropriate siting of facilities to locations which meet the following criteria in order of priority of land use:
 1. sites co-located on existing structures in non-residential areas;
 2. sites outside of the sight lines of Lake Erie and Jack Miner Bird Sanctuary;
 3. sites outside of planned settlement areas;
 4. sites owned by the municipality;
 5. sites co-located on existing structures in non-agricultural areas;
 6. sites co-located on existing structures in settlement and residential areas; &
 7. new structures on land owned by private land owners.
- To provide high design standards which recognize local considerations for natural heritage features and local aesthetics including:
 1. the placement, style and colour of all elements of the facility which blend with the surrounding environment;
 2. the protection of the existing natural environment;
 3. the enhancement of the natural landscape with plantings and visual screens;
 4. maintaining appropriate setbacks from property lines and adjacent public uses (schools, community centres, day cares, etc.)
 5. maintaining safe vehicular access and site lines onto public roads
- To provide an opportunity for public consultation and input through the approved procedure for the review and consideration of telecommunication and broadcasting facilities within the Town of Kingsville.
- To recognize the final approval authority of Industry Canada for the consideration of radio-communication, telecommunication and broadcasting facilities.

Procedure

Phase 1 – Pre-consultation and Submission Requirements

1. Inquiries with respect to new communication towers or modifications to existing towers where municipal consultation is required shall be directed to the Planning Department for pre-consultation.
2. Proponents will be provided with the following from the Planning Department during pre-consultation:
 - a. A copy of the approved *Communication and Broadcasting Facility Policy*;
 - b. *Site Plan Application, Fee Schedule, Information and Drawing Submission Requirements*; &
 - c. List of Agencies to be consulted by the proponent during public consultation process.
 - ☐ County of Essex – Engineering Department
 - ☐ Essex Region Conservation Authority
 - ☐ Wind Power & Renewable Energy Proponents
 - ☐ Ministry of Transportation (within 400 metres of Provincial Highway)
 - ☐ Transport Canada
 - ☐ Clerk of any abutting municipality within 120 metres of proposed facility
 - ☐ Other: _____
3. Upon submission of the required materials by the proponent, the Planner will undertake the following:
 - a. Forward the application to the Planning Management Review Group for review and provide preliminary site analysis and comments to proponent;
 - b. Generate and provide circulation list to proponent for distribution of information package;
 - c. Provide proponent with the date of next scheduled Public Open House of the Planning Advisory Committee.
4. Proponents shall deliver via regular pre-paid post to every address listed on the circulation list, the notification package containing the information detailed in Industry Canada's written *Public Consultation Process – Public Notification Package*, no less than 30 days prior to the date of the Public Open House to be hosted by the Planning Advisory Committee;
5. Receive *Letter of Undertaking* from the proponent to construct facility in accordance with the information provided and in consideration of the comments received from the Planning Management Review Committee and members of the public at the Public Open House;
6. Presentation of the following to Council:
 - i. Summary report including public comments;
 - ii. Letter of Undertaking by proponent;
7. Forward Council Resolution of Support to advise proponent:
 - i. Whether in the opinion of the municipality, sufficient public consultation was conducted;
 - ii. Whether the siting, design or any anticipated impacts by the community will support the recommendation.
8. Upon issuance of appropriate licencing by Industry Canada, the proponent shall submit the necessary building permit application, fee and information requirements to the Building Department prior to the commencement of construction.

SUBMISSION REQUIREMENTS

1. Completed Site Plan Application, including authorization of land owner.
2. A site plan drawn to scale showing the extent of the subject property, site grading, the location of existing property lines, existing or proposed buildings, fences, buffering, existing and proposed landscaping, access, parking, and the type and height of the proposed tower structure. Any significant vegetation on a particular site should be inventoried on the plan. The site plan shall be formatted to print onto 11 x 17 landscape paper.

3. Two sets of stamped engineered drawings to identify the tower design. In the case of roof-mounted towers, a structural engineer's report may also be required to address the structural effects on the existing building.
4. A key map showing the location of the tower installation and nearby residential dwellings and/or residential zones.
5. A statement from the Proponent (carrier) to indicate the need for the proposed tower height.
6. Written documentation from the Proponent (carrier) outlining the steps taken by the Proponent to investigate all non-tower and co-location options and why a tower option is the only viable alternative.
7. A cheque payable to the Town of Kingsville in the amount as set out in the Municipal Fees Schedule for the processing of Site Plan Applications.

Phase 2 – Public Review Process

A. Exemptions to Public Consultation

1. For freestanding towers, which meet the following criteria, public consultation is **not** required:

- Maintenance of existing radio apparatus including the antennae system, transmission line, mast, tower or other antennae-supporting structure;
 - Addition or modification of an antennae system (including improving the structural integrity of its integral mast to facilitate sharing), the transmission line, antenna supporting structure or other radio apparatus to existing infrastructure, a building, water tower, etc., provided the addition or modification does not result in an overall height increase above the existing structure of 25% of the original structure's height.
 - Maintenance of an antennae system's painting or lighting in order to comply with Transport Canada's requirements
 - Installation for a limited duration (not more than 3 months) of an antennae system used for a special event or to support local, provincial, territorial or national emergency operations during the emergency and is removed within 3 months after the emergency or special event.
2. In cases where no public consultation is required, the application shall be brought forward to the Planning Management Review Committee within 2 weeks of receiving all required submissions from the Proponent. Upon review by the Planning Management Review Committee, the request shall be presented to Council together with the Letter of Undertaking and a recommendation regarding a resolution of support.

B. Public Consultation Required

For proposed towers or alterations to existing towers that do not meet the above-noted exemption criteria, the proponent shall give notice by regular mail to all owners of properties within a radius of 120 metres of the subject property.

In addition to the requirements of Industry Canada's *Public Notification Package*, the notice shall include the following information:

- Key map showing the proposed location of the tower on the subject site;
- physical details of the tower including its height, colour, type, design,
- sample photo or illustration of the proposed tower;
- the date, time and location of the public open house as established by the Planning Department, &
- the name and telephone number of a contact person employed by the Proponent, as well as a Municipal contact person.

If issues of concern are raised through the consultation process, they will be discussed at the Public Open House in order to seek a mutual resolution. If necessary, representatives from Industry Canada may be consulted to assist with the resolution.

Where Towers are proposed to be constructed in excess of 100 metres in height, notice will be published in local newspaper(s) that in the opinion of the Planning Department is of sufficiently general circulation in the area of the proposed facility, in addition to the provision of the Public Notification Package to all property owners within 300 metres of the subject property.

Letter of Undertaking

The proponent will be required to provide the municipality with a standard Letter of Undertaking with respect to the installation of the proposed facility. The Letter of Undertaking will confirm the proponent's intention to address any changes necessary to address reasonable and relevant concerns of the municipality and the public and include a site plan acceptable to the municipality.

Resolution of Support

Subsequent to the review of the Planning Management Review Group and the Public Open House (if required), the Planning Department will prepare a summary report to Council. The report will include a summary of matters acknowledged by the Planning Management Review Group, concerns received at the Public Open House and the standard Letter of Undertaking.

Upon Council's direction, a letter will be provided to the proponent stating that the proponent is required to enter into the standard Letter of Undertaking with the municipality. The letter shall also include a resolution of support, provided Council is satisfied that adequate public consultation was conducted and that land use impacts have been addressed.

It is expected that applications for the review of telecommunication and broadcasting facilities shall be concluded within 120 days of receipt of a complete application, including submission of all materials required by this policy.

C. REVISIONS/AMENDMENTS

No.	Date	Revision	Revision By
1	Oct 31/16	Transfer to new format	R. Brown
2	Jun 26/19	Update name/numbering	R. Brown
3	January 23/19	Remove height exemption	R. Brown

**INFORMATION PACKAGE FOR AN XPLORNET COMMUNICATIONS
TELECOMMUNICATIONS FACILITY at 2804 UPCOTT SIDE ROAD, KINGSVILLE ON****VIRTUAL PUBLIC MEETING:**

Monday November 15, 2021 at 6:00PM EDT via Zoom. Pre-registration is required by contacting the Town of Kingsville. Instructions on how to connect to the meeting will be provided prior to the meeting. To register for this event, please contact Mr. Robert Brown or Ms. Kristina Brcic from the Planning Services Department at: Tel: (519) 733-2305 ext. 249 or 250; or via email at rbrown@kingsville.ca

Dear Current Resident / Owner,

Forbes Bros Ltd, on behalf of Xplornet Communications Inc., ("Xplornet") is submitting this information package to formalize the public consultation process related to the installation and operation of a telecommunications facility. This letter is being provided in accordance with the Kingsville Telecommunications policy and serves as an invitation to attend the virtual public meeting and/or submit written questions or comments to the proponent regarding this proposed installation.

Xplornet Site Code: ON7985 "Klondyke East"

Legal: PART OF GORE LOT A CONCESSION SOUTH OF TALBOT ROAD

Address: 2804 Upcott Side Road, Kingsville ON

Coordinates: Lat: (NAD 83) N 42° 04' 56.5" & Long: (NAD 83) W 82° 42' 45.6"

Proposed Site and Background Information

Xplornet's installation is proposed to be built at 2804 Upcott Side Road, Kingsville, ON. The facility is proposed on agricultural property on the east side of the Highway 3 and Upcott Side Road intersection. The tower is proposed toward the western corner of the subject property, setback 80m northeast from Highway 3 and 52m southeast from Upcott Side Road.

The proposed installation is required to provide improved Xplornet broadband internet coverage and capacity in the central region of the Municipality. The site as proposed will provide wireless broadband services for subscribers to the Xplornet network.



Existing Infrastructure and Alternate Locations

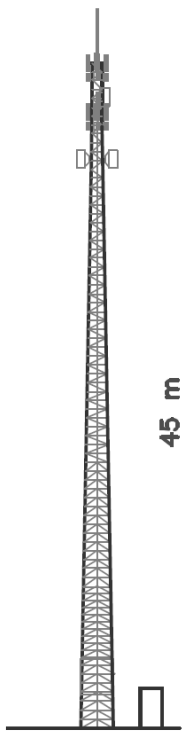
Prior to proposing a new freestanding mobile base station facility, the area is investigated for existing tower infrastructure and/or tall structures suitable for antenna deployment.

Site sharing investigations determined there are no existing telecommunications facilities within 4.0km of Xplornet's proposed location. Additionally, there are no suitably tall support structures existing in the immediate vicinity to deploy Xplornet's antenna equipment.

As there are no suitable alternatives a new freestanding tower structure has been proposed.

The Proposed Installation

The proposed installation is a self-support (steel lattice) style communications structure. The tower structure is a steel lattice framework 2.25m wide at the base and 45.0m in height. Transmitting and receiving antenna equipment is mounted to the upper half of the structure. The tower base will occupy a footprint of 3.0m x 3.0m and include an anti-climb mechanism.



Above: Simulated tower as it would appear from Highway 3/Upcott Side Road intersection (facing east). Please note that although considered to be accurate, this is an artist's rendering only.

Federal Requirements

In addition to the requirements for consultation with municipal authorities and the public, Xplornet must also fulfill other important obligations including the following:

Impact Assessment Act (IAA) *Formerly Canadian Environmental Assessment Act*

Innovation, Science and Economic Development Canada ("ISED" formerly Industry Canada) requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation. This includes the Impact Assessment Act, 2019 (IAA), where the antenna system is incidental to a physical activity or project designated under IAA or is located on federal lands.

Xplornet attests that the radio antenna system as proposed for this site is not located within federal lands or forms part of or incidental to projects that are designated by the Regulations Designating Physical Activities or otherwise designated by the Minister of the Environment as requiring an environmental assessment. In accordance with the Impact Assessment Act, this installation is excluded from assessment.

For additional detailed information, please consult the Impact Assessment Act at: <https://laws-lois.justice.gc.ca/eng/acts/I-2.75/>

Engineering Practices

Xplornet attests that the radio antenna system as proposed for this site will be constructed in compliance with the National Building Code and The Canadian Standard Association and respect good engineering practices including structural adequacy.

Transport Canada's Aeronautical Obstruction Marking Requirements

Xplornet attests that the radio antenna system described in this notification package will be installed and operated on an ongoing basis to comply with Transport Canada and NAV Canada aeronautical safety requirements. Transport Canada has confirmed that this proposed installation will not require any marking or lighting.

For additional detailed information, please consult Transport Canada at: <http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part6-standards-standard621-3808.htm>

Health Canada's Safety Code 6 Compliance

Xplornet attests that the radio antenna system described in this notification package will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined operation of additional carrier co-locations and nearby installations within the local radio environment.

More information in the area of RF exposure and health is available at the following web site: Safety Code 6: <https://www.canada.ca/en/health-canada/services/environmental-workplace-health/radiation/consumer-radiation/radiofrequency-fields.html> and <https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/safety-code-6-health-canada-radiofrequency-exposure-guidelines-environmental-workplace-health-health-canada.html>

Innovation, Science and Economic Development Canada (ISED) Spectrum Management

Please be advised that the licensing of this site and its design is under the exclusive jurisdiction of the Government of Canada through CRTC and ISED. Information relating to ISED's public consultation guidelines *CPC-2-0-03 – Radiocommunication and Broadcasting Antenna Systems* is available at <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html> or you may contact the local ISED office at:

Spectrum Management – Southwestern Ontario District Office
4475 North Service Road, Suite 100
Burlington, Ontario L7L 4X7
Phone: 1-855-465-6307
Fax: 905-639-6551
Email: ic.spectrumswodo-spectrebdsoo.ic@canada.ca

Municipal and Public Consultation

In accordance with the Town of Kingsville *Policy for the Development and/or Redevelopment of Communication and Broadcasting Facilities* and ISED consultation guidelines *Radiocommunication and Broadcasting Antenna Systems* (CPC-2-0-03), this information package has been mailed to all property owners within 120m of the limits of the subject property.

Forbes Bros Ltd, on behalf of Xplornet is committed to effective municipal and public consultation. This notice serves as invitation to join the virtual public meeting, Monday November 15, 2021, and/or to submit comments in writing to the proponent. To register for this event, please contact Mr. Robert Brown or Ms. Kristina Brcic from the Planning Services Department at Tel: (519) 733-2305 ext. 249 or 250, email at rbrown@kingsville.ca

Following registration and prior to the event, the Town of Kingsville will send you directions on how to connect to the public meeting:

Contact Information:

Forbes Bros Ltd.

Sean Ogilvie, Real Estate & Gov. Affairs
482 South Service Road E, Unit 130
Oakville, Ontario L6J 2X6
Phone: (647) 224-4399
Email: sogilvie@forbesbrosLtd.ca

Town of Kingsville

Robert Brown, H. Ba., MCIP, RPP
Manager of Planning Services
2021 Division Road North
Kingsville, Ontario N9Y 2Y9
Phone: (519) 733-2305 ext. 250
Email: rbrown@kingsville.ca

Planning Justification Report

Xplornet Communications Broadband Site: ON7985

Sean Ogilvie, Real Estate & Government Affairs

3/1/2021

Xplornet Communications Inc., justification for a proposal to erect a 45.0m tall self-support (steel lattice) style telecommunications support structure and related equipment at 2804 Upcott Side Road, Kingsville, ON

Overview

Forbes Bros Ltd Telecommunications Services has been retained by Xplornet Communications ("Xplornet") with respect to a proposal to build a new free standing 45.0m tall self-support (steel lattice) type telecommunication facility (ON7985) to be located at 2804 Upcott Side Road in Kingsville, Ontario. The purpose of this report is to provide analysis and justification in support of the proposed facility and to assist the land-use authority in providing comments on the proposed development.

Purpose

The proposed facility forms one part of Xplornet's network expansion across Ontario. This proposed facility will provide enhanced wireless broadband coverage and capacity for the central region of the Municipality.

Location

Xplornet's proposed location is on property described as Part of Gore Lot A Concession South of Talbot Road and has the municipal address 2804 Upcott Side Road, Kingsville, ON. The proposed facility would be located approximately 68m east from the Highway 3 and Upcott Side Road intersection (Figure 1).

The tower is proposed to be located toward the western corner of the subject property. The tower site and compound will be setback approximately 35m (southeast) from Upcott Side Road and 22m (northeast) from Highway 3 and has the geographic coordinates:

Latitude (NAD83) N 42° 04' 55.8"

Longitude (NAD83) W 82° 42' 47.3"

The proposed facility is approximately 200m away from the nearest residential property.

Figure 1 – Location Map



Design

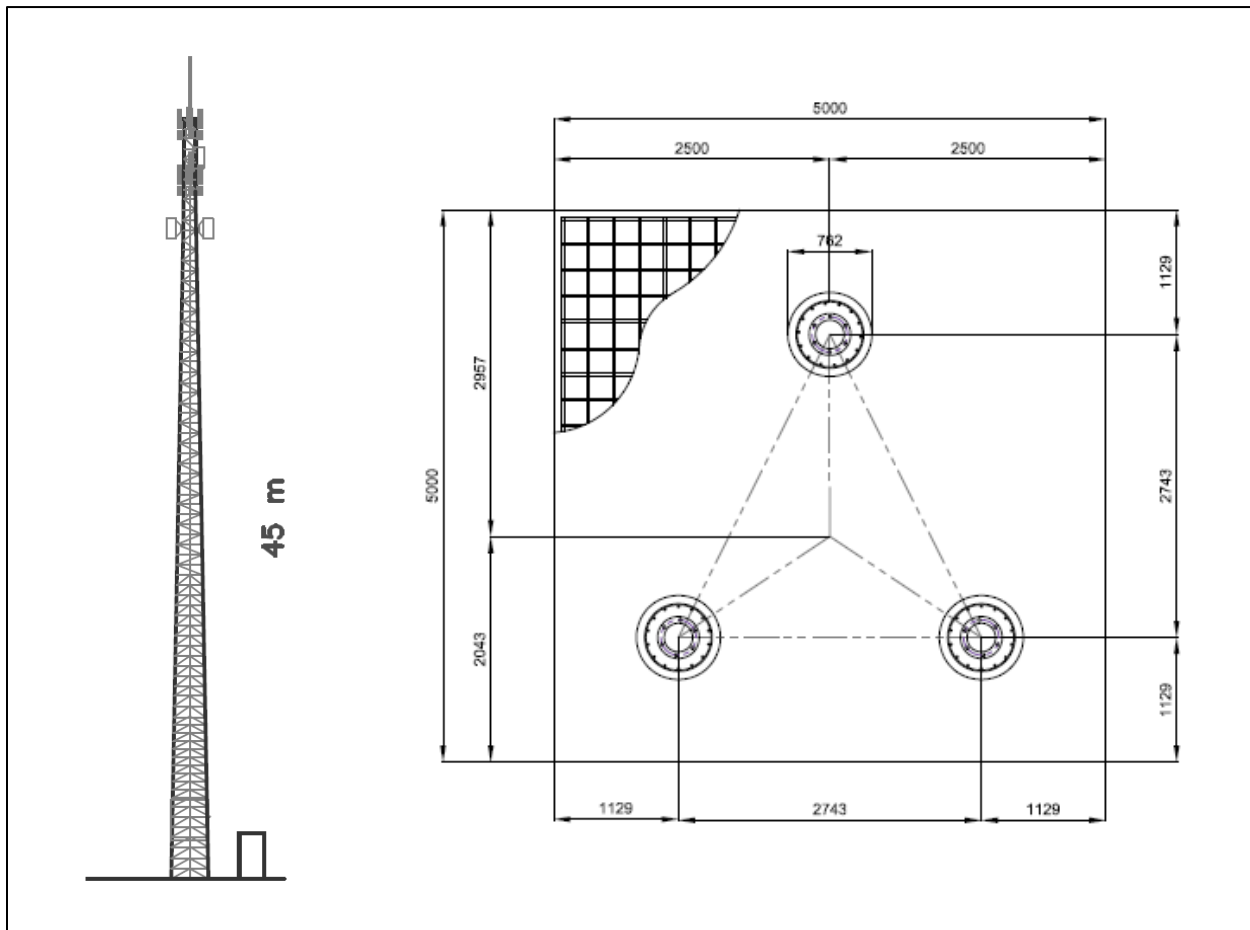
Xplornet has proposed a 45.0m tall self-support (steel lattice) structure, antenna, and radio equipment within a 15.0m x 15.0m leasehold area.

The proposed facility is comprised of the tower support structure, antenna equipment and a radio equipment cabinet. The tower structure will occupy a ground footprint area of approximately 3.0m x 3.0m. The equipment cabinet houses the radio equipment, backup battery power, maintenance tools, manuals and a first aid kit. The equipment cabinet has the dimensions of 2.0m x 2.4m and is about 2.8m in height (Figure 2).

The support structure is a steel lattice framework with transmitting and receiving antennas mounted to the upper half of the structure. The tower height allows the antenna equipment to propagate wireless signals over top of obstacles (trees, buildings, varying topography) and maintain line of sight connections to other Xplornet facilities in the network.

The proposed installation provides an opportunity to accommodate future technologies as well as potential co-location with other licensed carriers, thus limiting the number of new tower structures required in the area.

Figure 2 – Proposed Compound Layout Plan & Tower Elevation Plan



Evaluation of Existing Structures

Co-location and rooftop deployment are the first locations considered in achieving new coverage objectives. For site sharing to be considered technically feasible, existing telecommunication sites and other tall structures must be located within the search area prescribed by Xplornet network engineers. These locations must also provide adequate deployment height and structural capacity to hold additional equipment.

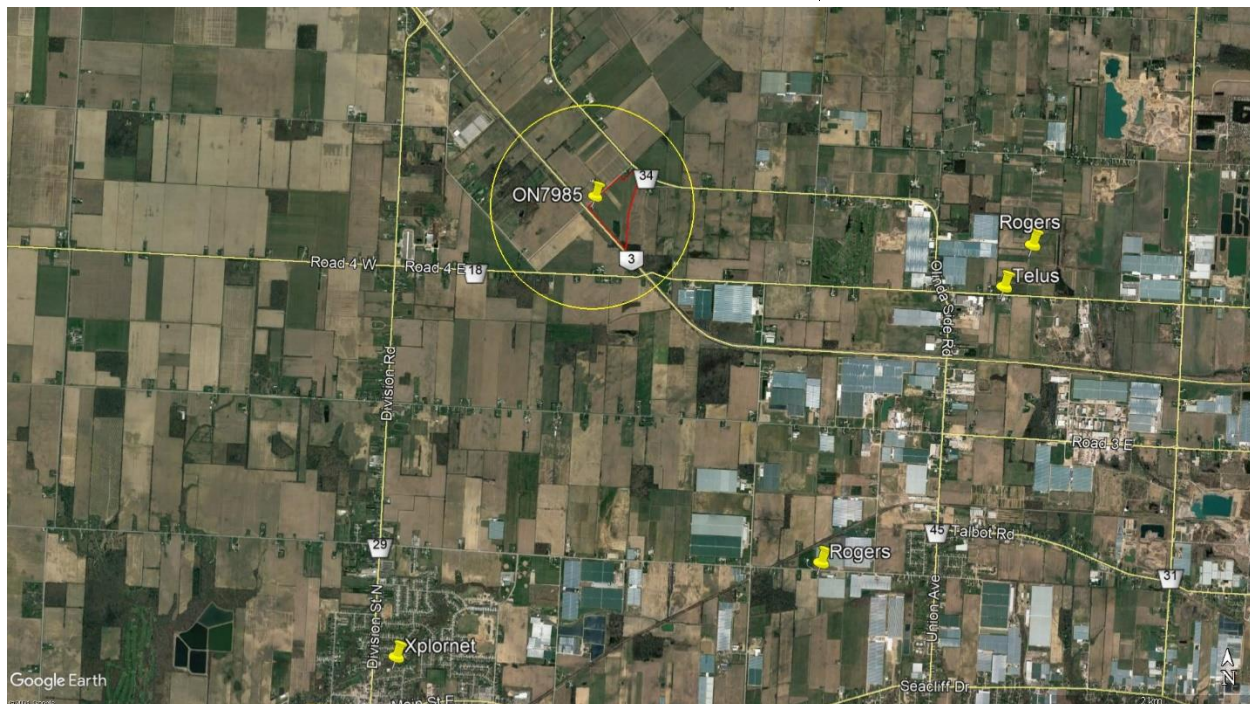
Site sharing investigations determined there are no existing telecommunications facilities within 1.0km of Xplornet's proposed location. Additionally, there are not suitably tall support structures existing in the immediate vicinity to deploy Xplornet's antenna equipment.

The closest existing telecommunications sites are over 4.0km away from Xplornet's proposed location and are too far to effectively achieve the target coverage.

Please see Figure 3 and the chart below for a list of the closest existing mobile base stations.

Site Code	Carrier	Height	Distance	Location
ON0529	Telus	62m	4.12km	Rd 4 E
N/A	Rogers	70m	4.32km	1916 Rd 4 E
N/A	Rogers	47m	4.25km	1255 Concession Rd 2 E
N/A	Xplornet	37m	4.97km	59 Pulford St (water tower)
COTTAM	Rogers	59m	4.70km	169 Talbot Rd

Figure 3 – Existing Telecommunication Sites (1.0km Radius – Yellow)



Planning Context and Existing Land-Use

The site is located on property designated as Agricultural ("A-1") per the Town of Kingsville Zoning By-Law Schedule A (Map 40). The subject property is abutted by further agricultural zones on all sides.

Conclusion

As communities continue to grow to depend on wireless products and their services, it will be necessary to improve network coverage and quality. Improving network coverage and quality is achieved by increasing mobile base station infrastructure to fill coverage gaps and increase capacity for current and future wireless users.

In response to the demand for high quality broadband services in Ontario, Xplornet has proposed a telecommunications site that achieves the technical requirements of the network while remaining as unobtrusive as possible for the local community.

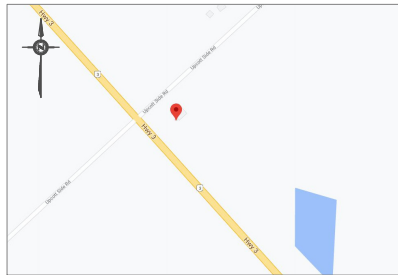
I look forward to working with the Municipality in providing enhanced wireless services to the community. Should you require any further information please do not hesitate to contact me at 647-224-4399 or by email at sogilvie@forbesbrosLtd.ca

Sincerely,

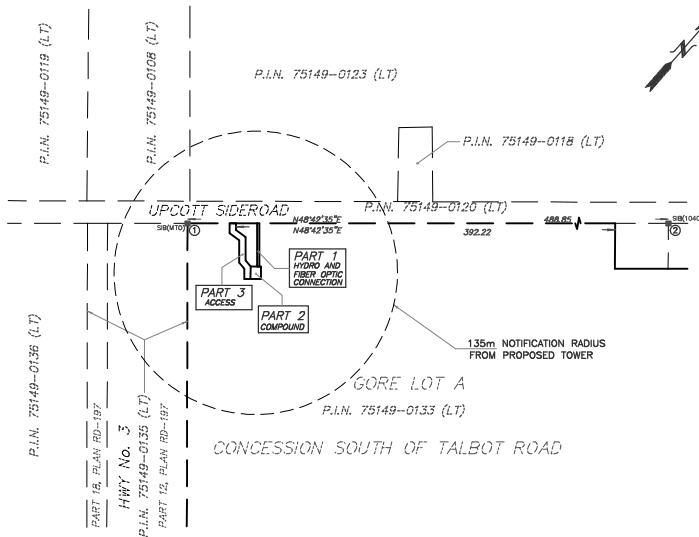
Sean Ogilvie, Real Estate & Government Affairs
Forbes Bros Ltd. Telecommunication Services
482 South Service Road East, Unit 130
Oakville, ON L6J 2X6

SITE DATA	EXISTING	PROPOSED
PROPERTY AREA	±18ha	
AREA LEASED		
HYDRO & FIBER OPTIC (PART 1)		82 sq.m.
COMPOUND (PART 2)		120 sq.m.
ACCESS (PART 3)		356 sq.m.
TOTAL		558 sq.m.
UNITS		1 PROPOSED STEEL SELF SUPPORT TOWER 1 PROPOSED RADIO EQUIPMENT SHELTER
HEIGHT OF TOWER		45.00m
SETBACKS		
PROPOSED STEEL SELF SUPPORT TOWER		
FRONT (UPCOTT SIDEROAD)		±47 m
SIDE (HWY No. 3)		±65 m
PROPOSED RADIO EQUIPMENT SHELTER		
FRONT (UPCOTT SIDEROAD)		±50 m
SIDE (HWY No. 3)		±67 m

KEY PLAN
NOT TO SCALE



NOTIFICATION RADIUS PLAN
SCALE 1:2500



SITE PLAN

PROPOSED
TELECOMMUNICATION INSTALLATION
PART OF GORE LOT A
CONCESSION SOUTH OF TALBOT ROAD
TOWNSHIP OF GOSFIELD SOUTH
COUNTY OF ESSEX

SCALE 1 : 250



ALEX MARTON LTD.
ONTARIO LAND SURVEYORS

METRIC

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN
BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

SCHEDULE

PART	PART OF LOT	CONCESSION	P.I.N.	AREA sq.m
1	GORE LOT A	STR	75149-0133 (LT)	82
2				120
3				356

INTEGRATION NOTE

BEARINGS SHOWN ARE GRID BEARINGS AND ARE DERIVED FROM OBSERVED REFERENCE
POINTS (ORP'S) 1 AND 2 BY REAL TIME NETWORK OBSERVATIONS, UTM ZONE 17,
NAD 83 (CSRS) (1987.0 EPOCH).

DISTANCES SHOWN ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID
DISTANCES BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99982.

INTEGRATION DATA

OBSERVED REFERENCE POINTS (ORP'S) DERIVED FROM GPS REAL TIME NETWORK OBSERVATIONS AND ARE REFERRED TO UTM ZONE 17, NAD 83 (CSRS) (1987.0). COORDINATE VALUES ARE TO URBAN ACCURACY PER SECTION 14 (2) OF O. REG 216/10		
POINT ID	NORTHING	EASTING
ORP 1	4660331.33	358263.60
ORP 2	4660653.91	358630.91
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.		

ELEVATION NOTE

ELEVATIONS SHOWN HEREON ARE GEODETIC
AND ARE DERIVED FROM GPS OBSERVATIONS
USING REAL TIME NETWORK OBSERVATIONS.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THE SURVEY WAS COMPLETED ON THE 23TH DAY OF DECEMBER, 2020.

JANUARY 15, 2021
DATE

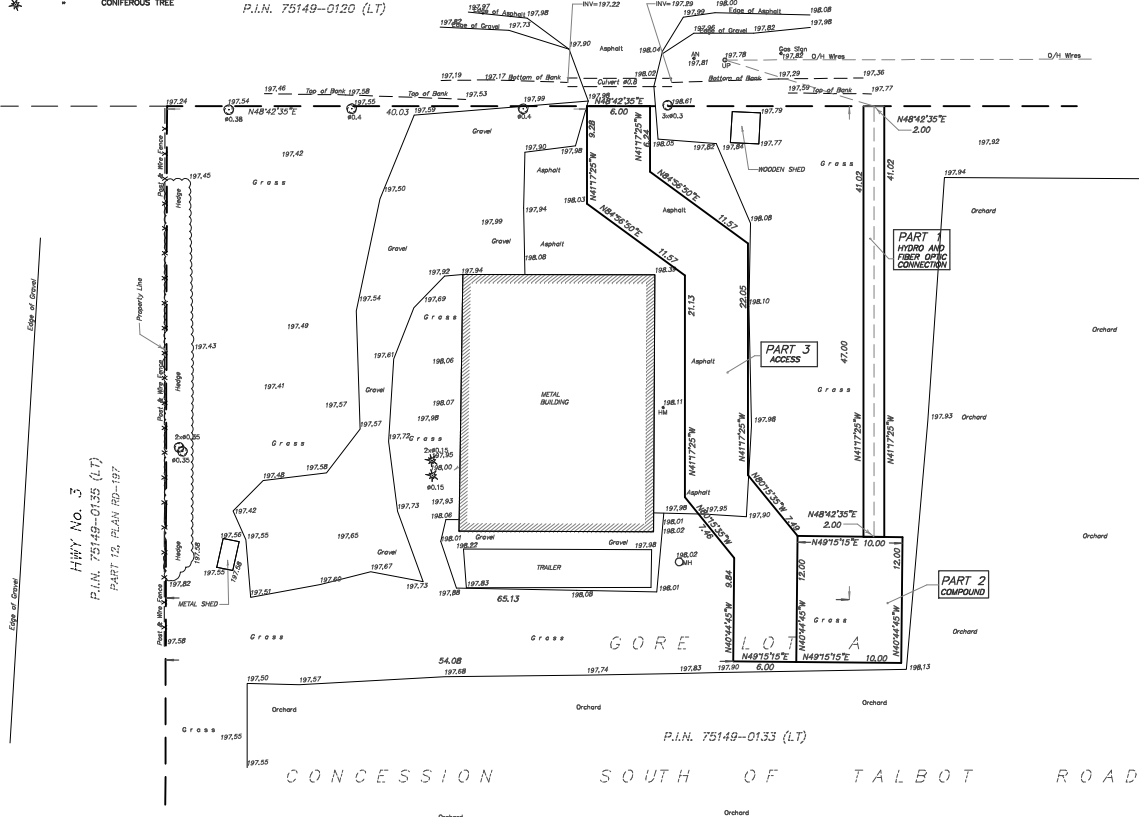
A. MARTON
ONTARIO LAND SURVEYOR

AMENDMENTS		
No.	DESCRIPTION	DATE
1	INFORMATION ADDED	30.08.2021
2	TOWER'S POSITION CHANGED	28.10.2021
		LATITUDE N42°04'56.5"
		LONGITUDE W82°42'45.6"
		ELEVATION 198.0
SITE: ON7985		
ALEX MARTON LIMITED ONTARIO LAND SURVEYORS 180 APPLEWOOD CRESCENT, UNIT 8, CONCORD, ONTARIO, L4K 4H8 PHONE: 905-878-8888 FAX: 905-878-8770 E-MAIL: alex@amsurveying.ca WEBSITE: www.amsurveying.ca		
PARTY CHIEF: J. H.Z.	FILE NAME: 2020-353(ON7985).DWG	
DRAWN: F.V.W.	PLOT SCALE: 1:250	
CHECKED: A.M.	PROJECT No: 2020-353	

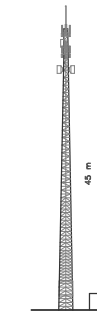
LEGEND

SYMBOL	DENOTES	SURVEY MONUMENT FOUND
SUB	•	STANDARD IRON BAR
MTD	•	MINISTRY OF TRANSPORTATION
1040	•	W.J. SETTERINGTON LTD., O.L.S.
N.S.E.W	•	NORTH, SOUTH, EAST, WEST
PIN	•	PROPERTY IDENTIFIER NUMBER
UP	•	UTILITY POLE
CR	•	CENTERLINE
O/H	•	OVERHEAD
AN	•	ANCHOR
MH	•	MANHOLE
HU	•	HYDRO METER
INV	•	INVERT
Ø	•	DIAMETER
293.05	•	ELEVATION ON THE GROUND
□	•	EXISTING GRAVEL DRIVEWAY
○	•	DECIDUOUS TREE
★	•	CONIFEROUS TREE

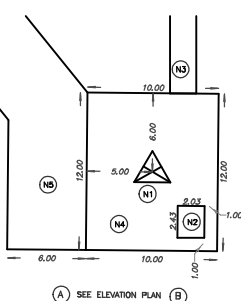
UPCOTT SIDEROAD
P.I.N. 75149-0120 (LT)



ELEVATION PLAN
NOT TO SCALE



PROPOSED COMPOUND LAYOUT PLAN
SCALE 1:200



NOTES

- PROPOSED STEEL SELF SUPPORT TOWER.
PAINT COLOUR SUBJECT TO NAV CANADA REQUIREMENTS.
ANTENNA NUMBER AND LOCATIONS TO BE DETERMINED.
FOUNDATION DESIGN PENDING SOIL REPORT.
- PROPOSED RADIO EQUIPMENT SHELTER ON
REINFORCED CONCRETE SLAB.
- HYDRO CONNECTION AND ROUTING TO BE DETERMINED BY
QUALIFIED PERSONNEL IN CONSULTATION WITH LOCAL AUTHORITY.
- REMOVE EXISTING TOPSOIL, PROOF ROLL SUBGRADE AND PLACE
300 mm GRANULAR A ACROSS COMPOUND AREA. FINISHED GRAVEL
SURFACE TO BE MINIMUM 150 mm ABOVE EXISTING GRADE AND
SLOPED AWAY FROM PROPOSED STRUCTURES AT
MIN. 1% ON ALL SIDES TO PROVIDE ADEQUATE DRAINAGE.
- PROPOSED GRAVEL ACCESS WAY.



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

Date: November 4, 2021

To: Mayor and Council

Author: Kristina Brcic, MSc, BURPI
Town Planner

RE: Application for Site Plan Approval File SPA/17/21 by
5021103 Ontario Inc. (Golden Acre Farms Inc.)
Part of Lot 6, Concession 2 ED
Roll No. 3177 350 000 03700

Report No.: PS 2021-070

RECOMMENDED ACTION

1. That Council approve site plan application SPA/17/21 for the construction of a new two-phase greenhouse with associated support facilities and a new bunkhouse on lands located at 913 Rd 3 E and surrounding vacant farm land, subject to the conditions and requirements outlined in the site plan agreement and authorize the Mayor and Clerk to sign the agreement and register said agreement on title.

BACKGROUND

The Town of Kingsville has received the above-noted application for lands located on the south side of Road 3 E, west of Graham Side Road (see location map in Appendix A). The subject property is designated 'Agriculture' by the Official Plan and zoned 'Agriculture (A1)' under the Kingsville Comprehensive Zoning By-law.

The subject parcel is currently a vacant farm with approximately 20 ha (49.57 ac.) of land. The applicant wishes to develop a two-phase greenhouse Phase one - 6.6 ha (16.3 ac.) and Phase two – 6.7 ha (16.6 ac.) (see Site Plan in Appendix B) with associated support facilities and a new bunkhouse. The applicant also owns the residential lot (913 Rd 3 E) with an existing house, shed and driveway to be removed and the lot will be consolidated with the farm parcel. Storm water management has been prepared for the entire site.

DISCUSSION

1.0 Provincial Policy Statement

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

2.0 Official Plan

The subject property is designated 'Agriculture' and subject to the policies under Section 3.1 of the Official Plan for the Town of Kingsville. The proposed use is permitted in the agricultural area. The property has also been assessed under the Site Suitability criteria of Section 2.8 and conforms or will conform through the site plan process.

3.0 Comprehensive Zoning By-Law – Town of Kingsville

The subject property is zoned 'Agriculture, (A1)'. The attached site plan has been reviewed and the proposed new development will be in compliance with the provisions of the Town of Kingsville Zoning By-law 1-2014.

4.0 Site Plan

The proposed development consists of the following:

- i) Greenhouse to be built over two phases;
- ii) Two-unit bunkhouse (one building - 48 worker capacity with possible addition for 24 additional workers);
- iii) Service building;
- iv) Hot water storage;
- v) Septic bed/system; and
- vi) Storm water management pond.

The subject parcel has an existing water allocation from Union Water for 16 acres that was issued prior to the current moratorium. (See Appendix C) Planning staff confirmed with Union Water that the extension granted to the allocation to September of 2021 remains valid as the approval process is still proceeding. Water allocation is only for Phase 1. The applicant is aware of this limitation and will need to apply for and receive approval of any additional allocation for future expansion. Wording to this affect is incorporated into the site plan agreement.

The new greenhouse will be subject to the provisions of the recent nuisance by-law on grow lighting use and odour control in greenhouses. The site plan agreement will also include the new lighting provisions related to the use of grow lights. This site plan request is new as such there is no current approval on the site and no outstanding issues.

FINANCIAL CONSIDERATIONS

The proposed development will result in an increase in assessment on the property once completed. Any non-growing area will be subject to development charges. Building permit fees will be due at the time of permitting.

CONSULTATIONS

In accordance with standard practice for review of site plan approval applications applicable external agencies and internal departments have been circulated. The following comment has been provided.

1) Essex Region Conservation Authority

- Applicant must provide a storm water management plan to ERCA and the Town's satisfaction.
- A Section 28 permit will be required from ERCA.
- Wording outlined in the attached comment be included in the Site Plan Agreement.
- A risk management plan is prepared to ensure the handling and storage of fuel will not pose a significant risk to local sources of municipal drinking water.
- See Appendix D for full comment.

2) Technical Advisory Committee

- Building Services will review the plans for items related to the Building Code at the permit stage.
- Since municipal sanitary sewers are not available, the applicant will install a private septic system.
- Upgrading of the road surface along the frontage of the subject parcel will be required as part of the approval at the applicant's expense.
- The Technical Advisory Committee is in support of the proposed development subject to the requirements outlined in the associated site plan agreement.

3) Enbridge

- Buildings and structures must maintain 20 m from the gas line easement along Road 3 E. The greenhouse was reconfigured from the original layout to accommodate the requested setback.

Kristina Brcic

Kristina Brcic, MSc, BURPI
Planner

Reviewed by:

Robert Brown

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

LINK TO STRATEGIC PLAN

Support growth of the business community.

Link to Council 2021-2022 Priorities

- ☐ COVID-19 and the health and safety of the community
- ☐ Customer Service: Training, Technology, Staff, Review Standards/Level of service
- ☐ Housing: Affordability (lot sizes, developer incentives, second dwellings, density, etc.)
- ☒ Greenhouse: lights & dark sky, odours (site plan compliance, bylaws, other tools)
- ☐ Programming Increase: Youth and Seniors
- ☐ A development plan for Downtown Kingsville / Main Street
- ☐ Financial savings: Schools closings, Migration Hall
- ☐ Economic Development: strengthen tourism/hospitality
- ☐ COVID - economic recovery
- ☐ Communications: Strategy – Policy (social media), Website refresh and other tools, Public engagement
- ☒ Housing: Migrant Worker Housing – Inspections (Building/Fire), regulate, reduce, or increase
- ☐ Committees / Boards: Review and Report
- ☐ Policy Update: Procedural Bylaw
- ☐ Economic Development: diversify the economy, create local jobs, industrial, Cottam
- ☐ Infrastructure (non-Municipal): Union Water expansion & governance
- ☐ Infrastructure (Municipal): Asset Management Plan update, the infrastructure funding deficit
- ☐ No direct link to Council priorities

V/L SS Road 3 E



Legend

Essex Municipalities

<all other values>

Kingsville

Street

Severance

Kingsville Assessment

Notes

Site Plan Approval

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.

0 71.51 143.0 Meters

1: 4,290



5/26/2021





Union Water Supply System

P.O. Box 340, 1615 Union Avenue, Ruthven, Ontario, N0P 2G0

Tele: 519-326-1668 Fax: 519-326-3490

Email: rbouchard@unionwater.ca

www.unionwater.ca

SENT BY: EMAIL

May 25, 2021

Golden Acres Farms Inc.
2011 Graham Side Road
Kingsville, Ontario
N9Y 2E4

Attention: Mr. Luis Chibante, President/CEO

Dear Sir,

RE: Five Star Farms Inc (2731888 Ontario Ltd) (16.1 acres) 913 Road 3 East, Kingsville, Ontario

This is further to your letter dated May 6, 2021 concerning the extension of approved allocation for production capacity of a 16.1 acre greenhouse development, located at 913 Road 3 East in Kingsville, Ontario.

At the May 19, 2021 Union Water Supply System (UWSS) Joint Board of Management meeting the board reviewed your letter and application and has agreed to grant a six (6) month extension of this approval. The original approval date expired on March 10, 2021, therefore the extension will be granted to September 10, 2021.

The conditions set out by Stantec attached to the original letter from UWSS dated March 10, 2020 still applies.

In accordance with the UWSS policies, the following time limits apply to the approval:

1. This approval is valid for 6 months from the date of this letter, unless municipal approval is granted for the application within that time. Approval will lapse unless the municipality notifies the UWSS of such municipal approval.
2. This approval is valid for 6 months from the date of municipal approval (subject to the time limit in condition 1 above), unless a municipal building permit is issued for the proposed development and the issue of the permit is within that time. Approval will lapse unless the municipality notifies the UWSS of such municipal approval.
3. This approval is valid for 12 months from the date of issuance of a municipal building permit (subject to the limits in conditions 1 and 2 above) unless construction has started within that time. Approval will lapse unless the municipality notifies the UWSS.

Please notify the Union Water Supply System of the date of Kingsville's approvals under conditions 1 and 3 above of this application and, if possible, of the date that the increase in water demand takes place. This approval is issued for the applicant and for the property designated on the application. It is not transferable to another property or to another applicant.

If you have any questions or concerns please feel free to call me.

Yours truly,



Rodney Bouchard, Manager
Union Water Supply System Joint Board of Management

RRB/kmj

Cc: Andrew Plancke, P. Valore, R. Brown, Katrina Brcic, Heide Mikkelsen, William LeBel, Luis Chibante, Ernie Ingratta
Filename: e:\khristine\applications greenhouse khristine\2020 application information\five star farms\five star farms (2020)\05-25-21 ltr of extension gaf (five star farms inc)(16-1 acres).docx



planning@erca.org

P.519.776.5209

F.519.776.8688

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

June 03, 2021

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

Dear Mr. Brown:

RE: Application for Site Plan Control SPA-17-2021
ROAD 3 E
ARN 371135000003700; PIN: 751690170
Applicant: 5021103 ONTARIO INC

The following is provided as a result of our review of Application for Site Plan Control SPA-17-2021. The proposal is the development of a two-phase greenhouse Phase one - 6.95 ha (17.2 ac.) & Phase two - 7 ha (17.4 ac.) with associated support facilities, a new bunkhouse and stormwater management pond.

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

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

The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the *Conservation Authorities Act* (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the 3rd Concession Drain East and Fulmer Drain Branch. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the *Conservation Authorities Act*.

WATERSHED BASED RESOURCE MANAGEMENT AGENCY

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

The subject property may lie wholly or partially within the Event Based Area (EBA) of the Essex Region Source Protection Plan, which came into effect October 1, 2015. The Source Protection Plan was developed to provide measures to protect Essex Region's municipal drinking water sources. As a result



Mr. Brown
June 03, 2021

of these policies, new projects in these areas may require approval by the Essex Region Risk Management Official (RMO) to ensure that appropriate actions are taken to mitigate any potential drinking water threats. Should your proposal require the installation of fuel storage on the site, please contact the RMO to ensure the handling and storage of fuel will not pose a significant risk to local sources of municipal drinking water. The Essex Region's Risk Management Official can be reached by email at riskmanagement@erca.org or 519-776-5209 ext 214. If a Risk Management Plan has previously been negotiated on this property, it will be the responsibility of the new owner to contact the Essex Region Risk Management Official to establish an updated Risk Management Plan. For any questions regarding Source Water Protection and the applicable source protection plan policies that may apply to the site, please contact the Essex Region Risk Management Official.

SECTION 1.6.6.7 Stormwater Management (PPS, 2020)

ERCA has concerns with the potential impact of the quality and quantity of runoff in the downstream watercourse due to the proposed development on this site. ERCA recommends that stormwater quality and stormwater quantity will need to be addressed up to and including the 1:100 year storm event and be in accordance with the guidance provided by the Stormwater Management Planning and Guidance Manual, prepared by the Ministry of the Environment (MOE, March 2003) and the "Windsor-Essex Region Stormwater Management Standards Manual".

We therefore request inclusion of the following conditions in the Site Plan Control Agreement:

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

PLANNING ADVISORY SERVICE TO PLANNING AUTHORITIES - NATURAL HERITAGE POLICIES OF THE PPS, 2020

The following comments are provided from our perspective as an advisory service provider to the Planning Authority on matters



Mr. Brown
June 03, 2021

related to natural heritage and natural heritage systems as outlined in Section 2.1 of the Provincial Policy Statement of the *Planning Act*. The comments in this section do not necessarily represent the provincial position and are advisory in nature for the consideration of the Planning Authority.

We note that the subject property is adjacent to (within 120 m of) a natural heritage feature that may meet the criteria for significance under the PPS. Section 2.1.8 of the PPS, 2020 states – “Development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5 and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.”

Notwithstanding the above noted references to the PPS policies, we note that the proposed development is either adequately setback and/or physically separated from the natural heritage feature by existing development or infrastructure. Therefore, we do not anticipate any negative impacts associated with the proposal. Based on our review, we have no objection to the application with respect to the natural heritage policies of the PPS.

FINAL RECOMMENDATION

With the review of background information and aerial photograph, the applicant must provide a stormwater management plan to the satisfaction of the Essex Region Conservation and the Town of Kingsville.

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

Sincerely,



Vitra Chodha, E.P
Resource Planner
/vc





Date: November 3, 2021

To: Mayor and Council

Author: Richard J.H. Wyma, Director of Community and Development Services

RE: Temporary Farm Worker Housing Study

Report No.: CADS 2021-04

RECOMMENDED ACTION

1. That Council approve the award of the Temporary Farm Worker Housing Study to WSP Canada and SHS Consulting at a cost of \$49,690 plus applicable taxes.

BACKGROUND

On August 16, 2021, Kingsville Council directed Administration to undertake a review of land use planning policies related to off-site Temporary Farm Worker (TFW) housing (i.e. housing on lands and in buildings/structures not situated on the very lands where farm workers are employed).

At the same meeting, Council also passed an Interim Control By-Law to restrict TFW housing off-site from the agricultural lands where farm workers are employed. This by-law remains in effect until August 15, 2022 to provide time for Administration to complete the study.

DISCUSSION

In response to Council direction, Administration published a Request for Proposal on October 20, 2021 which closed November 3, 2021. The RFP invited bidders to:

- Provide a general overview of the current and anticipated Temporary Farm Worker Housing issue in the town of Kingsville to understand where and how properties in Kingsville are currently being used to support TFW housing and the impacts on the Town. This includes a review of provincial, county, and municipal planning and building policies, jurisdictional analysis of best practices from other municipalities, and review of implementation tools
- An options analysis that includes small/medium/large TFW housing within the settlement area, on-site/off-site TFW housing within the agricultural area, and licensing

- Public and stakeholder consultations
- Recommendations and draft OP/ZBA for consideration by Council

As described in the RFP, it is proposed that the Study begin the end of November 2021 (following Council approval of Consultant) and is expected to be completed by April 2022 to ensure recommendations can be implemented by August 2022 in keeping with the Interim Control By-Law.

Evaluation

The RFP included an evaluation and selection matrix which will be used to evaluate proposals based on:

- Understanding of the project scope (30%) – confirmation of the firm’s services responding to the required scope of services
- Proposed work plan and schedule (15%) – approach and methodology to be pursued as well as project milestones and timelines
- Qualifications and experience with similar projects (30%) – description of team and references of comparable projects
- Price Proposal (25%) – including a fixed price to provide research, analysis, consultation and recommendations

The Town received three proposals from Stantec Consulting, WSP, and Weston Consulting.

Proposals were reviewed and comments were received by:

- Richard Wyma, Director of Community and Development Services
- Robert Brown, Manager of Planning
- Mike Olewski, Building Official/By-Law Enforcement Officer most familiar with TFW housing
- John Quennell, Fire Chief

Based on the review:

- All three firms included timelines that would see project completed by end April 2022.
- All three firms price proposals were consistent with expectations based on similar projects completed in other municipalities
- All three firms provided summary of virtual engagement/consultation sessions, noting that some consultations may be done in person for specific audiences should that option become available

Evaluation Criteria	Stantec Consulting	WSP	Weston Consulting
Understanding of Project Scope (/30)	23	23	15
Qualifications and Experience (/30)	21	24	17
Proposed Work Plan and Schedule (/15)	14	14	11
Price Proposal (/25)	20 (\$50,034)	22 (\$49,690)	18 (\$50,160)
Total Score	78	83	61

It is recommended that the Town of Kingsville award the contract to undertake the Kingsville Farm Worker Housing Study to WSP Canada Inc. and SHS Consulting Inc. WSP has worked with the Town of Kingsville and other local municipalities on Official Plan and Zoning By-Law Amendments and is familiar with the policy, community and agricultural context of Kingsville and Essex County.

WSP is also partnering with SHS Consulting, a consulting firm that specializes on developing housing policy for communities across Canada. Though SHS Consulting has not listed specific experience with Temporary Farm Worker Housing, they do have perspectives on similar temporary housing needs from across Canada.

Administration believes the WSP/SHS proposal best reflected the intents of the study, its scope, work plan and schedule and consultation/engagement.

FINANCIAL CONSIDERATIONS

Based on the above evaluation, the cost to undertake the project is \$49,690. Though this study was not budgeted for in 2021, it is proposed that the project be initiated in 2021 within the 2021 Operating Budget, and that additional funds be included in the 2022 Capital Budget to complete the project.

CONSULTATIONS

Manager of Planning
 Chief Building Official
 Building Official/By-Law Enforcement Officer
 Fire Chief



Richard J.H. Wyma, CSLA
Director, Community and Development Services

Reviewed by:



John Norton
Chief Administrative Officer

LINK TO STRATEGIC PLAN

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

To promote a safe community.

Support growth of the business community.

Manage residential growth through sustainable planning.

Manage growth through sustainable planning.

Link to Council 2021-2022 Priorities

- ☐ COVID-19 and the health and safety of the community
- ☐ Customer Service: Training, Technology, Staff, Review Standards/Level of service
- ☐ Housing: Affordability (lot sizes, developer incentives, second dwellings, density, etc.)
- ☐ Greenhouse: lights & dark sky, odours (site plan compliance, bylaws, other tools)
- ☐ Programming Increase: Youth and Seniors
- ☐ A development plan for Downtown Kingsville / Main Street
- ☐ Financial savings: Schools closings, Migration Hall
- ☐ Economic Development: strengthen tourism/hospitality
- ☐ COVID - economic recovery
- ☐ Communications: Strategy – Policy (social media), Website refresh and other tools, Public engagement
- ☒ Housing: Migrant Worker Housing – Inspections (Building/Fire), regulate, reduce, or increase
- ☐ Committees / Boards: Review and Report
- ☐ Policy Update: Procedural Bylaw
- ☐ Economic Development: diversify the economy, create local jobs, industrial, Cottam
- ☐ Infrastructure (non-Municipal): Union Water expansion & governance
- ☐ Infrastructure (Municipal): Asset Management Plan update, the infrastructure funding deficit
- ☐ No direct link to Council priorities



Date: November 1, 2021
To: Mayor and Council
Author: Tim Del Greco, Manager of Engineering
RE: West Side Collector Road – Memorandum of Understanding
Report No.: IED 2021 – 48

RECOMMENDED ACTION

1. That Council authorize the Mayor and Clerk to sign a Memorandum of Understanding regarding the acquisition of lands and construction of a West Side Collector Road and connector roads between the Corporation of the Town of Kingsville, 1552843 Ontario Inc. (operating as Noah Homes), 1903357 Ontario Inc., and Amico Properties Inc. on the terms and conditions described within this report and as depicted on the map in Appendix A;
2. That Council authorize Administration to commence an Application for Approval to Expropriate approximately 1.3 acres of land located at 280 Main Street West, and shown approximately as Parcel “A” on the map in Appendix A; and,
3. That **By-law 92-2021** being a by-law to authorize the acquisition of certain lands for the development of a West Side Collector Road be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign same.

BACKGROUND

A number of large residential developments are proposed west of the Kingsville downtown core. As this development proceeds, increased traffic volumes on Main Street are to be expected. The construction of a west side collector road bypassing the downtown core has been identified as a means of supporting new growth and alleviating future traffic congestion on Main Street. The extension of Heritage Road to Road 2 West has been identified as the preferred alignment for a new collector road. Further, this alignment will also accommodate a new watermain required to support the proposed developments.

The parcels of land required for the construction of a collector road are owned by a mix of individuals and private developers. Senior Administration has been in discussion with

the owners in an effort to secure either the land or a commitment to construct portions of the proposed collector road.

A Memorandum of Understanding (“MOU”) outlining the required terms and conditions in order to facilitate land acquisition and construction of a collector road has been negotiated with all but one property owner. Continued negotiation with the remaining property owner as well as expropriation are options for securing the remaining land (Parcel “A” on Appendix A, 280 Main Street West).

DISCUSSION

Attached in Appendix A is a map of the proposed alignment along with property ownership.

The terms of the MOU at a high level are:

1903357 Ontario Inc. is to:

- Transfer Parcels B1 and B2 to the Town of Kingsville.
- Vacate the home on Parcel B1 to allow the Town of Kingsville to demolish.

Noah Homes is to:

- Transfer Parcel C to the Town of Kingsville.
- Transfer Parcel E to the Town of Kingsville.

Amico Properties is to:

- Construct a collector road at their expense on Parcel D1 and transfer this parcel to the Town of Kingsville.

The Town of Kingsville is to:

- Acquire Parcel A via negotiation or expropriation.
- Transfer Parcel E to 1903357 Ontario Inc.
- Construct the collector road (excluding the section on Parcel D1) within the next five years at cost to the Town of Kingsville.
- Commence a “Local Comprehensive Review” of land use within this area in 2022 with no guarantee of any revisions to settlement areas or zoning classifications.
- Pay for Ontario Land Surveyor services.

All parties:

- Recognize that there is no guarantee of any Planning Act approvals now or in the future including the expansion of settlement areas or changes to zoning classifications.

If Council approves the MOU and the recommendations within this report, funds will be requested during 2022 budget deliberations to (i) facilitate land acquisition (or expropriation) of Parcel A, (ii) engineering services to accommodate requirements of the

Municipal Class EA (environmental assessment process), and (iii) initial engineering / design work.

The CAO wishes to acknowledge the cooperation and generosity of 1903357 Ontario Inc., Noah Homes, and Amico Properties, for facilitating the transfer of lands and other benefits and transactions for the construction of this collector road.

FINANCIAL CONSIDERATIONS

A high level cost for land acquisitions, engineering, and construction of the West Side Collector Road and collector road connections as required from the Town of Kingsville in accordance with the MOU is estimated to be in the range of \$6,500,000 - \$7,500,000. This estimate can be refined following completion of detailed engineering.

It is further estimated that approximately 90% of all costs will be eligible for funding via development charges. This figure will be confirmed upon completion of the planned review of the Kingsville Development Charges Background Study in 2022.

CONSULTATIONS

Kingsville Administration
1552843 Ontario Inc. (operating as Noah Homes)
1903357 Ontario Inc.
Amico Properties Inc.

Tim Del Greco

Tim Del Greco, P.Eng
Manager of Engineering

Reviewed by:

G. A. Plancke

G.A. Plancke, Civil Eng. Tech (Env.)
Director of Infrastructure and Engineering

LINK TO STRATEGIC PLAN

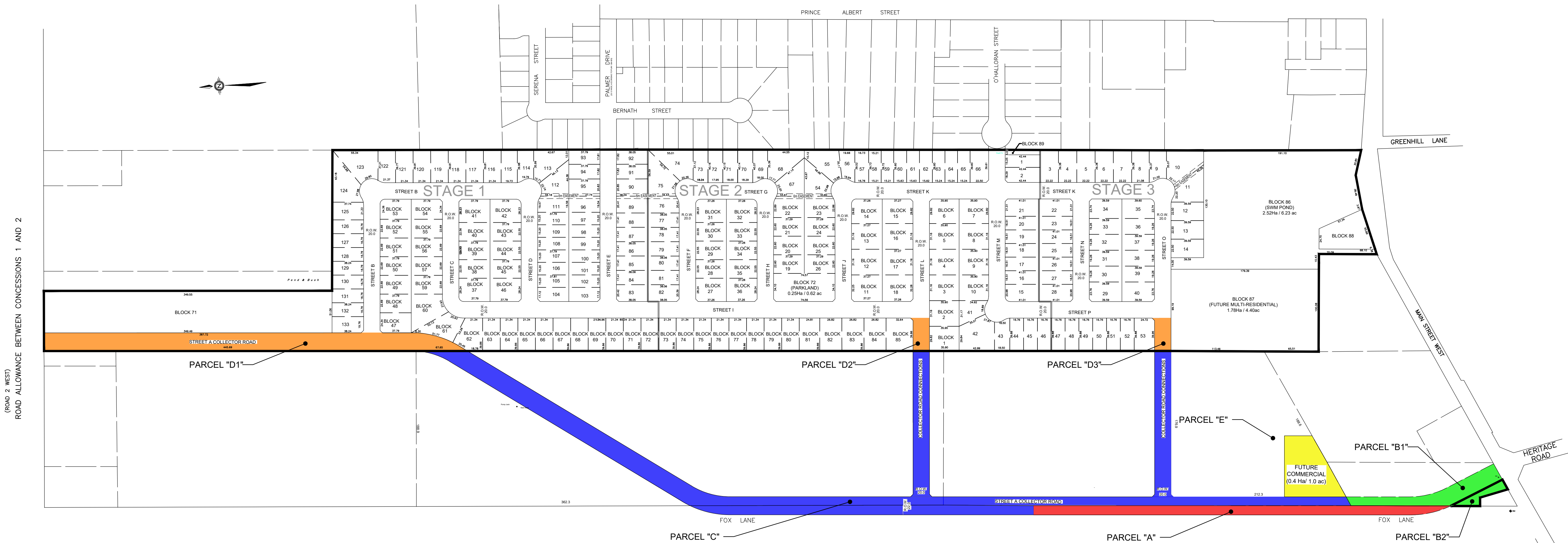
Manage growth through sustainable planning.

Link to Council 2021-2022 Priorities

- ☐ COVID-19 and the health and safety of the community
- ☐ Customer Service: Training, Technology, Staff, Review Standards/Level of service
- ☐ Housing: Affordability (lot sizes, developer incentives, second dwellings, density, etc.)

- ☐ Greenhouse: lights & dark sky, odours (site plan compliance, bylaws, other tools)
- ☐ Programming Increase: Youth and Seniors
- ☐ A development plan for Downtown Kingsville / Main Street
- ☐ Financial savings: Schools closings, Migration Hall
- ☐ Economic Development: strengthen tourism/hospitality
- ☐ COVID - economic recovery
- ☐ Communications: Strategy – Policy (social media), Website refresh and other tools, Public engagement
- ☐ Housing: Migrant Worker Housing – Inspections (Building/Fire), regulate, reduce, or increase
- ☐ Committees / Boards: Review and Report
- ☐ Policy Update: Procedural Bylaw
- ☐ Economic Development: diversify the economy, create local jobs, industrial, Cottam
- ☐ Infrastructure (non-Municipal): Union Water expansion & governance
- ☐ Infrastructure (Municipal): Asset Management Plan update, the infrastructure funding deficit
- ☒ No direct link to Council priorities

Appendix A



OWNERS INFORMATION:		SCHEDULE - "A"	
<div><div></div> EDWARDS (PARCEL "A")</div>		WEST SIDE COLLECTOR ROAD ALIGNMENT PLAN	
<div><div></div> 1903357 (PARCEL "B1", "B2")</div>		1	
<div><div></div> NOAH HOMES (PARCEL "C")</div>		Sheet No.	
<div><div></div> AMICO (PARCELS "D1", "D2", "D3")</div>		Scale: 1:2,500	Drawn By: KRK
<div><div></div> FUTURE COMMERCIAL (PARCEL "E")</div>		Date: 08/09/2021	Checked By: CP
- 0.5 Ha/ 1.3 ac			
- 0.4 Ha/ 1.0 ac			
- 2.8 Ha/ 6.8 ac			
- 1.2 Ha/ 3.0 ac			
- 0.4 Ha/ 1.0 ac			

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 92-2021

A By-law to Authorize the Acquisition of Certain Lands for the Development of West Side Collector Road

WHEREAS the Corporation of the Town of Kingsville wishes to proceed with the development of a West Side Collector Road;

AND WHEREAS the *Expropriations Act*, R.S.O. 1990, c. E.26, as amended authorizes municipalities to expropriate land for municipal purposes;

AND WHEREAS it is necessary for the Corporation of the Town of Kingsville to acquire approximately 1.3 acres of land located at 280 Main Street West and shown as Parcel "A" on Appendix A which forms a part of this by-law.

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

1. **THAT** administration for the Corporation of the Town of Kingsville is hereby authorized to take any and all steps necessary to acquire ownership of the lands described as Parcel A reference plan attached as Schedule "A" hereto, including proceeding with an Application for Approval to Expropriate Land pursuant to the *Expropriations Act*, which lands are required for the said development of a West Side Collector Road in the Town of Kingsville.
2. **THAT** the Mayor and Clerk for the Corporation of the Town of Kingsville are hereby authorized to execute any and all documents that may be necessary to give effect to the provisions of this By-law.
3. **THIS** By-law shall come into force and take effect on the final passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 8th DAY OF NOVEMBER, 2021.

MAYOR, Nelson Santos

CLERK, Paula Parker



Date: October 29, 2021
To: Mayor and Council
Author: G.A. Plancke / Director of Infrastructure & Engineering
RE: Sun Valley Estates Phase 4 - Initial Acceptance
Report No.: IED 2021 - 46

RECOMMENDED ACTION

1. That Council initially accept Sun Valley Estates Phase 4 onto “Maintenance” for a period of no less than one year; and,
2. The Clerk be directed to provide written confirmation to the Developer of the date of Initial Acceptance of the development by Council resolution.

BACKGROUND

In a formal written request to Municipal Services, the Developer’s consultant dated Oct 20th, 2021 (R.C. Spencer Associates) has requested Phase 4 of the Sun Valley Estates Phase 4 Subdivision to be placed onto “Maintenance”.

“Maintenance” is the general term used to define the period once all infrastructure has been satisfactorily installed to the base asphalt stage, prior to 75% buildout, and all deficiencies and final asphalt placement completed. Developments are required to remain on “Maintenance” for a period of no less than one year, with the Developer remaining responsible for the Development.

As per the Town’s current Development Standards Manual, The Developer is to formally request initial acceptance from the Director of Infrastructure & Engineering in order for the Town to accept the development onto a minimum one (1) year maintenance period, once all services have been satisfactorily installed, and the road construction has been completed to the base asphalt stage.

The official commencement date of the maintenance period is the date when the Clerk’s office provides written confirmation to the Developer of the initial acceptance services by Council resolution.

DISCUSSION

All municipal infrastructure services have been satisfactorily installed. Enbridge Gas Inc. is committed to service the development in early November 2021, and a commitment to install sidewalks by mid-May 2022 prior to any occupancies by the Developer has been received.

The request of the developer's consultant to Initially Accept this phase is supportable at this time.



FINANCIAL CONSIDERATIONS

None at this time.

CONSULTATION

None.

A handwritten signature in black ink, appearing to be 'G.A. Plancke'.

G.A. Plancke Civil Eng.Tech (Env)
Director of Infrastructure & Engineering

Reviewed by:



John Norton

Chief Administrative Officer

LINK TO STRATEGIC PLAN

Manage residential growth through sustainable planning.

Link to Council 2021-2022 Priorities

- ☐ COVID-19 and the health and safety of the community
- ☐ Customer Service: Training, Technology, Staff, Review Standards/Level of service
- ☐ Housing: Affordability (lot sizes, developer incentives, second dwellings, density, etc.)
- ☐ Greenhouse: lights & dark sky, odours (site plan compliance, bylaws, other tools)
- ☐ Programming Increase: Youth and Seniors
- ☐ A development plan for Downtown Kingsville / Main Street
- ☐ Financial savings: Schools closings, Migration Hall
- ☐ Economic Development: strengthen tourism/hospitality
- ☐ COVID - economic recovery
- ☒ Communications: Strategy – Policy (social media), Website refresh and other tools, Public engagement
- ☐ Housing: Migrant Worker Housing – Inspections (Building/Fire), regulate, reduce, or increase
- ☐ Committees / Boards: Review and Report
- ☐ Policy Update: Procedural Bylaw
- ☐ Economic Development: diversify the economy, create local jobs, industrial, Cottam
- ☐ Infrastructure (non-Municipal): Union Water expansion & governance
- ☐ Infrastructure (Municipal): Asset Management Plan update, the infrastructure funding deficit
- ☒ No direct link to Council priorities



20 October 2021
File No.: 20-971

**The Corporation of the Town of Kingsville
2021 Division Road North
Kingsville, Ontario N9Y 2Y9**

**Attention: Mr. Andrew Plancke, Civil Eng. Tech (Env)
Director of Infrastructure and Engineering**

**Re: Sun Valley Estates Phase 4
Town of Kingsville**

Dear Andrew:

Please be advised that the road and sewers for the above noted subdivision have been substantially completed in accordance with the Town of Kingsville requirements. The following outstanding items were noted during the pre-maintenance inspection meeting held on Friday, 15 October 2021:

1. Installation of gas main by Enbridge Inc. This will be completed in late October to early November of 2021.
2. Installation of concrete sidewalk. Commencement of sidewalk installation by 15 May 2022.
3. Submission of as-constructed drawings for hydro and streetlights.

The developer is committed to address the outstanding items noted above. We therefore recommend that Sun Valley Estates Phase 4 be placed on one-year maintenance and that building permits be made available. We also request reduction of securities as required.

Yours Truly,
RC Spencer Associates Inc.

**Richard C. Spencer, M.A.Sc., P.Eng.
President**

cc: Walter Branco
Rob Molliconi





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

Date: October 29, 2021
To: Mayor and Council
Author: G.A. Plancke / Director of Infrastructure & Engineering
RE: Sun Valley Estates Phase 2 – Final Acceptance
Report No.: IED 2021 - 45

RECOMMENDED ACTION

That Council grant “Final Acceptance” and assume the roadway and infrastructure for the Sun Valley Estates Phase 2 subdivision and further that;

The Clerk provide formal notification to the Developer (Noah Homes) of the Council decision to grant Final Acceptance of the Sun Valley Estates Phase 2 subdivision.

BACKGROUND

In a formal written request to Infrastructure & Engineering, dated October 20th 2021, the Developer’s Engineer (R.C. Spencer & Associates) has provided a General Conformance letter requesting that the municipality grant Final Acceptance, and assume all underground and surface infrastructure.

As per the Town’s current Development Standards Manual, The Developer/Consultant is to formally request “Final Acceptance” from the Director of Infrastructure & Engineering in order for the Town to accept the subdivision as complete. Provided the Director endorses the request, a Resolution of Council officially granting final acceptance to the subdivision is passed in order to transfer responsibility of the roadway and infrastructure to the Municipality. Once the Resolution has been passed, the Developer is no longer obligated to maintain or repair the infrastructure in the subdivision.

DISCUSSION

The Sun Valley Estates Phase 2 subdivision was Initially Accepted by Council Resolution # 776-2017 December 11, 2017. This plan of subdivision includes nineteen (19) single-family residential lots. The Development is built out with only one (1) lot not built on at this time.

All infrastructure has been satisfactorily constructed and installed, and all outstanding infrastructure deficiencies for this subdivision including surface asphalt and sidewalks except for one small piece of sidewalk (confirmed to be addressed by Nov 30th, 2021) as well as any Development Agreement requirements for this Development have been fully satisfied.

The request of the Developer's Engineer is consistent with a Final Acceptance request and supported at this time.



FINANCIAL CONSIDERATIONS

Infrastructure assets are to be added to the municipalities Tangible Capital Assets (TCA) inventory.

CONSULTATIONS

R.C. Spencer Associates
Noah Homes
Infrastructure & Engineering
Manager of Planning & Development Services
Senior Management Team (SMT)

G.A. Plancke

G.A. Plancke Civil Eng. Tech (Env)
Director of Infrastructure & Engineering

LINK TO STRATEGIC PLAN

Manage residential growth through sustainable planning.

Link to Council 2021-2022 Priorities

- ☐ COVID-19 and the health and safety of the community
- ☐ Customer Service: Training, Technology, Staff, Review Standards/Level of service
- ☐ Housing: Affordability (lot sizes, developer incentives, second dwellings, density, etc.)
- ☐ Greenhouse: lights & dark sky, odours (site plan compliance, bylaws, other tools)
- ☐ Programming Increase: Youth and Seniors
- ☐ A development plan for Downtown Kingsville / Main Street
- ☐ Financial savings: Schools closings, Migration Hall
- ☐ Economic Development: strengthen tourism/hospitality
- ☐ COVID - economic recovery
- ☐ Communications: Strategy – Policy (social media), Website refresh and other tools, Public engagement
- ☐ Housing: Migrant Worker Housing – Inspections (Building/Fire), regulate, reduce, or increase
- ☐ Committees / Boards: Review and Report
- ☐ Policy Update: Procedural Bylaw
- ☐ Economic Development: diversify the economy, create local jobs, industrial, Cottam
- ☐ Infrastructure (non-Municipal): Union Water expansion & governance
- ☐ Infrastructure (Municipal): Asset Management Plan update, the infrastructure funding deficit
- ☒ No direct link to Council priorities



20 October 2021
File No.: 21-1181

**The Corporation of the Town of Kingsville
2021 Division Road North
Kingsville, Ontario N9Y 2Y9**

**Attention: Mr. Andrew Plancke, Civil Eng. Tech (Env)
Director of Infrastructure & Engineering**

**Re: Sun Valley Estates Phase 2
Final Acceptance and Assumption
Town of Kingsville**

Dear Andrew:

Please be advised that the above noted subdivision has been completed in accordance with the Town of Kingsville Subdivision Agreement. The following outstanding item was noted during the final inspection meeting held on Friday, 15 October 2021:

1. Complete section of concrete sidewalk fronting 1687 Regent Street. Section of sidewalk to be completed no later than 30 November 2021.

The developer item is committed to address the outstanding item as noted above. We therefore recommend final acceptance and assumption of Sun Valley Estates Phase 2 by the Town of Kingsville and release of all securities.

Yours Truly,
RC Spencer Associates Inc.

Richard C. Spencer, M.A.Sc., P.Eng.
President

cc: Walter Branco
Rob Molliconi





Date: November 22, 2021
To: Mayor and Council
Author: Paula Parker, Town Clerk
RE: Alternative Voting Method – 2022 Election
Report No.: LS-2021-07

RECOMMENDED ACTION

1. That Vote by Mail with electronic vote tabulators **BE APPROVED** as the voting method for the 2022 municipal election; and,
2. That **By-law 96-2021** being a By-law to authorize vote by mail and the use of optical scanning vote tabulators for municipal elections in the Town of Kingsville be taken as having been read three times and finally passed and the Mayor and Clerk be authorized to sign same.

BACKGROUND

The Municipal Elections Act (MEA) states that municipal elections are to be held every four years with the next voting day being Monday, October 24, 2022. The recent amendments to the MEA indicate that a municipality wishing to use vote counting equipment, or authorizing the use of an alternative voting method must ensure that the requisite by-law is passed/in effect by May 1 in the year of the election.

In the past, Council has authorized the following voting methods:

- 2000 – traditional polling stations – voter turnout 46%
- 2003 – vote by mail – voter turnout 50%
- 2006 – vote by mail – voter turnout 52%
- 2010 – vote by mail – voter turnout 55%
- 2014 – electronic voting (internet and telephone) – voter turnout 48%
- 2018 – vote by mail – voter turnout – 46.79%

The overall turnout for municipal elections in Kingsville is above the provincial average.

DISCUSSION

It is the Clerk's duty under the MEA, to ensure that procedures and forms established by the Clerk for an election are consistent with the principles of the MEA. The principles are generally recognized as follows:

- The election should be fair and non-biased
- The integrity of the process should be maintained throughout the election
- Voters and candidates should be treated fairly and consistently within a municipality
- The election should be accessible to the voters
- The secrecy and confidentiality of the individual votes is paramount
- There is certainty that the results of the election reflect the votes cast
- The proper majority vote governs by ensuring that valid votes be counted and invalid votes be rejected so far as reasonably possible

Remote voting options include vote by mail, internet voting/vote by phone. A remote voting option is necessary for several reasons outlined below.

In line with the principles of the MEA, all eligible voters should have the opportunity to cast their own ballot if they choose to do so. It is the opinion of the Town Clerk that offering in-person voting does not entirely achieve this goal. Eligible voters may not be able to come to a voting location for a variety of reasons, including but not limited to, mobility limitations; out of town for work or personal matters on voting days; health concerns; or if they own property in Kingsville but live in another municipality. Elections Canada and Elections Ontario recognize that in-person voting options are not entirely sufficient to empower all eligible voters to cast their own vote and offer other options to address these accessibility concerns.

Optical Scan Tabulators

Tabulators are used with the vote by mail and traditional poll voting methods to count ballots electronically versus manual counting. Procedures are established to ensure that vote tabulators are scanning and recording vote counts accurately prior to use. This process, known as logic and accuracy testing, is conducted with pre-marked ballots for every office and school board position. The procedures for this testing process are available publicly prior to testing. Additional procedures are in place to ensure that the machines or results cannot be tampered with, including preventing the machine from being connected or transmitting results and ensuring that an election official is always present and monitoring the machines.

Tabulators also offer accessible voting technologies which will provide the independent casting of ballots by individuals with accessibility needs and those who cannot mark a paper ballot with a ballot marking pen. The system consists of the following components:

- i. An Accessible AutoMark System and a set of headphones that a Voter uses to interact with the system;
- ii. An on board printer for printing the audio session ballot once the Voter has made his or her selections; and
- iii. Other input interfaces as necessary to accommodate a Voter's individual needs, including:
 - a) Sip and Puff Input Interface; and,
 - b) Paddle Button Input Interface.

Vote by Mail (with Tabulators)

In a vote-by-mail election, eligible electors on the Voters' List are mailed a voting package which includes a return envelope, declaration form, ballot and ballot secrecy envelope. The elector marks their ballot and places it in the ballot secrecy folder, signs the voter declaration and returns both documents by mail, or in person, in the return envelope to the Municipality by a specified date. Ballots which have been mailed in or dropped off are counted either manually or using optical scan vote tabulators after the polls close on Voting Day.

Confidence in the election results are paramount for any election and vote by mail offers the ability to consistently audit and recount in the same manner as ballots cast in-person. This method would allow a recount of ballots in the same manner as they were originally counted or by alternative methods if ordered by a judge.

In Kingsville, voting by mail has established processes and is familiar to the community as it was the election method in the 2003, 2006, 2010 and 2018 elections.

The use of the vote by mail election method upholds all principles of the MEA by:

- upholding the secrecy and confidentiality of the vote through established processes for receiving ballots in secrecy folders and separating any link to the voter once a voter declaration is verified and the voter is struck from the voters list.
- any remote voting option is unmonitored, however the voter declaration that must be signed, requires that the voter acknowledge legal responsibility for marking their own ballot and for not being coerced.
- offering a remote option that is fair, consistent and does not bias or provide increased influence for any candidate or voter.

- maintaining the integrity of the voting process by offering voters the option to cast a remote ballot through an established and trusted mail system. Impacts of potential mail delays or strikes could be planned for and addressed through the use of drop off points and it is within the authority of the Clerk to delay official election results should a large scale delay of mailed ballots occur.
- providing certainty that the results reflect the votes cast and that valid votes are counted and invalid votes are rejected consistent with in-person voting processes. By offering a paper ballot, vote counting would take place using the same type of pre-tested vote tabulator as at in-person voting locations.
- audit tracking and any questions regarding the accuracy of results could be verified by the physical ballots. A recount, if ordered by a judge to be different than the original method, could be conducted by manual count.

If this option is chosen as the method of voting for Kingsville, Administration would utilize drive-through drop-off locations in Cottam, Ruthven and Kingsville, in addition to the mail in option. This would provide an additional convenience and assurance for electors who may choose to drop off their ballot at any of these locations rather than use the mail and therefore increase ballot returns.

The vote by mail method is a good alternative voting method for the 2022 Municipal Election and is familiar to Kingsville residents. Additionally, accessible equipment, such as the Sip and Puff Input Interface, and Paddle Button Input Interface, for use with the electronic vote tabulators would be available for electors should it be needed.

Other Options

Internet /Telephone Voting

Internet

Qualified electors will be mailed a voter's kit, containing instructions and a secured password. Electors are directed to a website where they are instructed to provide their unique password as well as their date of birth. After the password and date of birth have been entered, and they match municipal records, a ballot containing a list of qualified candidates for the contested offices is displayed. The electors select his/her choices for the various offices and once complete, forwards their choices to the service provider for counting. A new feature offered by some providers is end to end encryption and the ability to (for a limited amount of time – 10 minutes after voting) check your vote for accuracy.

Internet voting provides the opportunity for voters to vote from wherever they wish, using an authentication security system from almost any device. More and more municipalities are considering the use of internet voting, and in 2018, 178 of 417 municipalities used this method.

With any alternative voting method, there is an associated level of risk. With internet voting, some of those risks include security, voter authentication, and reduced oversight of the casting of a ballot by election administrators and scrutineers. Also of concern for some, is internet connectivity throughout the community and the ability to conduct a recount. As per the MEA, a recount must be completed in the same manner in which the election was originally held, unless a different method is ordered by a judge. Internet voting would prove difficult for a recount, as there is no paper ballot record of the votes cast. Despite these concerns, there has not been a single example of voter fraud or a security breach in any Ontario municipality that has used internet voting. It should also be noted that as internet voting has evolved over time, so have the security measures that have been put in place, as well as best practices and lessons learned from municipalities that have used this voting method. In 2014, Kingsville used internet and telephone as its voting method of choice, although there were no security concerns, there was a minor hiccup with the system used, which delayed results by at least 2 hours.

Although this method is considered a vote anywhere method and provides increased accessibility for those that wish to cast their vote from home, there are also those that may not have access to internet or to an electronic device. For this reason, if this method is chosen, there would be voting stations set up in a public location to allow those without this access to cast their vote. In these locations, voter assistance is sometimes required and an election official will assist voters while marking their vote. This assistance requires an election official to lean over the voter to view the computer screen and sometimes by handling the computer mouse. This assistance would put both the voter and the election official at risk. Considering this, this method is only ideal if the COVID-19 pandemic restrictions are lifted by the next regular municipal election.

At this time, while COVID-19 is still a threat and increased sanitization is required, IT has additional concerns with the sanitization of computer equipment between voters which could potentially be detrimental to the equipment or shorten the life span of the equipment.

Telephone

Qualified electors will be mailed a voter's kit containing instructions, and a secured password. Electors are provided a dedicated telephone number where upon dialing, they are instructed to provide their unique password as well as their date of birth. After the password and date of birth have been entered, and they match municipal records, a ballot containing a list of qualified candidates for the contested offices is read. The elector selects his/her choices for the various offices by the prompts given, and once complete, verifies their choices and their votes are forwarded to the service provider for counting.

As mentioned, Kingsville conducted its 2014 election by internet and telephone voting. Administration believes that this was a successful voting method based on voter turnout however, does not recommend this method as its first choice of voting method for the

2022 election due to the minor interruption experienced in 2014 and the additional safety considerations regarding COVID-19.

Traditional Poll (with Tabulators)

Qualified electors arrive at the polls and authenticate their identity. If authentication is successful, the voter will be presented with a ballot containing a list of qualified candidates for the contested offices. The voter proceeds to a private booth and marks his/her choices and the completed ballot is placed in a special secrecy envelope and inserted into the Ballot Box via an electronic counting device. The tabulator scans the ballot, interprets the digital image of the ballot, stores and tallies the results and prints a cumulative total of all votes cast after the polls have been closed.

This method also provides accessible voting technologies such as the Sip and Puff Input Interface, and Paddle Button Input Interface, for use with the electronic vote tabulators should it be needed.

The current climate of the COVID-19 pandemic has additionally highlighted the need for alternative voting options. The Clerk's Office believes that a remote voting option can be offered safely in accordance with public health requirements during the pandemic. Election administrators have significantly increased the use of remote methods to provide voters with the choice of how they are most comfortable casting their ballot. COVID-19 pandemic restrictions will ideally be lifted by the next regular municipal election in October 2022; however, the Clerk's Office needs to prepare to offer alternative voting options, preferably one that does not require in-person contact in case COVID-19 is still a threat. Voters who need to consider the health of themselves, as well as those they live and work with, should not need to weigh their democratic right to vote against the health of themselves or others.

The risk of fraud is present in differing degrees with all voting methods, including in-person voting. Maintaining security and preventing fraudulent voting requires carefully developed and audited processes, as well as voter responsibility for following the MEA and related laws. The Town Clerk takes the role of mitigating election risk seriously and is committed to ensuring that processes are in place to mitigate risk and prevent fraudulent activity.

FINANCIAL CONSIDERATIONS

Council approves the transfer of funds each year to a reserve for election expenses. There is currently \$75,000 available for the 2022 municipal election. Additional funds may be required to conduct an election during COVID-19 to implement new ideas for contactless voting, etc. and to provide other necessary safety measures.

2018 election costs totaled \$71,596. The 2022 election, using the recommended Vote by Mail method is estimated to cost between \$90,000 - \$100,000. This will result in an impact of approximately \$25,000 to the 2022 Operating Budget.

Internet voting for the Town of Kingsville is estimated at a cost of \$50,000 - \$60,000. Using internet voting as the only voting method for the 2022 election is not anticipated to have an impact on the 2022 Operating Budget.

Traditional poll with electronic vote tabulators is estimated between \$100,000 - \$125,000. Using traditional poll with electronic vote tabulators will have an impact of approximately \$25,000 - \$50,000 on the 2022 Operating Budget.

Traditional poll is not recommended as the sole voting method for the 2022 election. If this method is considered, an additional vote anywhere method is also recommended. If traditional poll is chosen, internet voting should also be considered. This would have an impact of \$75,000 - \$110,000 on the 2022 Operating Budget.

CONSULTATIONS

Regional Clerks from Tecumseh, Chatham-Kent, Lakeshore, Amherstburg, Essex, LaSalle and Leamington have had initial conversations with regard to the 2022 election. Once each Clerk's respective Council determines its voting method, the working group will meet again and receive presentations from companies who offer election services.

CONCLUSION

The Clerk's Office recommends that vote by mail with electronic vote tabulators be approved for use in the 2022 municipal election based on its ability to uphold all principles of the MEA; its familiarity in the community; its ability to be widely accessed by voters; its ability to be thoroughly audited and verify recount with a paper ballot, and its increasing use in elections. Vote by mail also allows election staff to provide assistance to voters from a safe distance if/when required which is imperative during the ongoing threat of COVID-19.



Paula Parker
Town Clerk

Reviewed By:



Susan Hirota
Director of Legal and Clerk Services

LINK TO STRATEGIC PLAN

Strive to make the Town of Kingsville a more accessible community.

Link to Council 2021-2022 Priorities

- ☒ COVID-19 and the health and safety of the community
- ☒ Customer Service: Training, Technology, Staff, Review Standards/Level of service
- ☐ Housing: Affordability (lot sizes, developer incentives, second dwellings, density, etc.)
- ☐ Greenhouse: lights & dark sky, odours (site plan compliance, bylaws, other tools)
- ☐ Programming Increase: Youth and Seniors
- ☐ A development plan for Downtown Kingsville / Main Street
- ☐ Financial savings: Schools closings, Migration Hall
- ☐ Economic Development: strengthen tourism/hospitality
- ☐ COVID - economic recovery
- ☐ Communications: Strategy – Policy (social media), Website refresh and other tools, Public engagement

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 96-2021

A By-law to authorize vote by mail and the use of optical scanning vote tabulators for municipal elections in the Town of Kingsville

WHEREAS Section 42 of the *Municipal Elections Act, 1996*, as amended, provides that a Municipal Council may pass a by-law authorizing alternative voting methods;

AND WHEREAS Section 42 of the *Municipal Elections Act, 1996*, as amended, authorizes the use of optical scanning tabulators for the purpose of counting votes for municipal elections;

AND WHEREAS Council deems it appropriate and in the public interest to pass a by-law authorizing the use of vote by mail;

AND WHEREAS Council deems it appropriate and in the public interest to pass a by-law authorizing the use of optical scanning tabulators;

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

1. That the alternative voting method of "Vote by Mail" be authorized for use in the 2022 municipal election.
2. That optical scanning vote tabulators be authorized for use for the purpose of counting votes for the 2022 municipal election.
3. The Mayor and Clerk are hereby authorized to sign the necessary agreement(s) to provide for a 2022 Vote by Mail election.
4. This by-law shall come into force and take effect from the date of passing.

READ a FIRST, SECOND and THIRD time and FINALLY PASSED this 22nd day of November, 2021.

MAYOR, Nelson Santos

CLERK, Paula Parker



Date: November 22, 2021

To: Mayor and Council

Author: Paula Parker, Town Clerk

RE: Delegation of Authority during the Restricted Period between Nomination Day and the Commencement of the new Term of Council

Report No.: LS-2021-08

RECOMMENDED ACTION

It is recommended that:

1. Authority **BE DELEGATED** to the Chief Administrative Officer or delegate for the period when certain acts of Council are in effect, pursuant to section 275 of the Municipal Act, 2001, S.O. 2001, c.25, to address matters as follows:
 - Hire or dismiss any employee, except where delegation of authority is not allowed by the Act;
 - The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and,
 - Making any unbudgeted expenditures or incurring any other liability which exceeds \$50,000.
2. The Chief Administrative Officer or delegate consult with the Town Solicitor and, where appropriate, the Director of Financial and IT Services or designate prior to exercising the delegated authority;
3. The Chief Administrative Officer or delegate **BE DIRECTED TO ADVISE** the newly elected Council in writing, at the new Council's first regularly scheduled meeting, of any exercising of delegated authority under By-law 95-2021; and,
4. **By-law 95-2021** being a by-law to authorize the delegated authority for restricted acts during the restricted period be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

BACKGROUND

The Municipal Act, Section 275 states the following:

275 (1) *The council of a local municipality shall not take any action described in subsection (3) after the first day during the election for a new council on which it can be determined that one of the following applies to the new council that will take office following the election:*

- 1. If the new council will have the same number of members as the outgoing council, the new council will include less than three-quarters of the members of the outgoing council.*
- 2. If the new council will have more members than the outgoing council, the new council will include less than three-quarters of the members of the outgoing council or, if the new council will include at least three-quarters of the members of the outgoing council, three-quarters of the members of the outgoing council will not constitute, at a minimum, a majority of the members of the new council.*
- 3. If the new council will have fewer members than the outgoing council, less than three-quarters of the members of the new council will have been members of the outgoing council or, if at least three-quarters of the members of the new council will have been members of the outgoing council, three-quarters of the members of the new council will not constitute, at a minimum, a majority of the members of the outgoing council. 2001, c. 25, s. 275 (1).*

Basis for determination

(2) If a determination under subsection (1) is made,

- (a) after nomination day but before voting day, the determination shall be based on the nominations to the new council that have been certified and any acclamations made to the new council; or*
- (b) after voting day, the determination shall be based on the declaration of the results of the election including declarations of election by acclamation. 2001, c. 25, s. 275 (2).*

Restrictions

(3) The actions referred to in subsection (1) are,

- (a) the appointment or removal from office of any officer of the municipality;*
- (b) the hiring or dismissal of any employee of the municipality;*
- (c) the disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and*

(d) making any expenditures or incurring any other liability which exceeds \$50,000. 2001, c. 25, s. 275 (3); 2006, c. 32, Sched. A, s. 114 (1).

Exception

(4) Clauses (3) (c) and (d) do not apply if the disposition or liability was included in the most recent budget adopted by the council before nomination day in the election. 2001, c. 25, s. 275 (4).

Emergencies

(4.1) Nothing in this section prevents a municipality taking any action in the event of an emergency.

Upper-tier council

(5) This section applies with necessary modifications to the council of an upper-tier municipality. 2001, c. 25, s. 275 (5).

Delegated authority unaffected

(6) Nothing in this section prevents any person or body exercising any authority of a municipality that is delegated to the person or body prior to nomination day for the election of the new council.

In order to ensure Municipalities are able to operate efficiently and in a timely manner during a restricted period (more commonly known as “Lame Duck”), the *Municipal Act, 2001* (the “Act”) gives Council a remedy in the form of delegated authority from Nomination Day up to the time when the Council-Elect takes office.

If it can be determined with certainty, following Nomination Day, that less than 75% of the current Members of Council will return to sit on the new Council, or, following the election, that the Council-Elect will be comprised of current Council Members, then “lame duck” provisions apply and Council will be restricted in its decision-making abilities in four (4) areas:

- (a) The appointment or removal from office of any officer of the municipality;
- (b) The hiring or dismissal of any employee of the municipality;
- (c) The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
- (d) Making any unbudgeted expenditures or incurring any other liability which exceeds \$50,000.

These four (4) restrictions are the only ones noted in the Act. Clause 275(3)(a) cannot be delegated pursuant to subsection 23.3(1) of the Act, and clause 275(3)(b) authority has already been delegated to appropriate management personnel. Clauses 275(3)(c) and (d) require the delegation of authority in order to ensure continued business continuity and efficiency during a restricted period. Delegated authority would cease once the Council-Elect takes office.

DISCUSSION

The restricted period is calculated on 2 dates: Nomination Day, and Election Day. If, on either of those dates, it can be determined that the new Council will include less than 75% of the outgoing Council Members, restrictions will apply and Council cannot take certain actions until the inauguration is complete. This restricted period of time is most often referred to as the “lame duck” period.

Kingsville has a seven (7) Member Council. The restrictions apply as soon as it can be determined with certainty that less than 75% of the current members of Council (5.25) may be returning, which, in the Town’s situation, would be fewer than six (6) existing Members of Council. Therefore, six (6) current Members of Council are required to be certified and elected in order to avoid triggering the restricted acts in Section 275 of the Act.

In considering the impact of the restrictions under clause 275(3)(a), paragraph 1 of subsection 23.3(1) of the Act, confirms that “*the power to appoint or remove from office an officer of the municipality whose appointment is required by this Act*” cannot be delegated.

In considering the impact of the restrictions under clause 275(3)(b), Council has already delegated various human resources decisions, including hiring and dismissal of employees, so there is little risk involved in that aspect of the restrictions.

With regard to clauses 275(3)(c) and (d), subsection 275(4) of the Act provides that restrictions in those two (2) clauses do not apply if the disposition or liability was included in the most recent budget adopted by Council before Nomination Day in the election year, and Council could make those decisions. However, a “lame duck” Council would not be able to award a contract if the amount of tenders exceeded the amount included in the budget. Accordingly, it would be prudent of Council to delegate authority to the CAO with respect to clauses 275(3)(c) and (d) so as to ensure there is an ability to address issues as they may arise which otherwise would have to wait until after inauguration for decision.

It is important to note that pursuant to subsection 275(4.1) of the Act, Council is not restricted with respect to those actions set out in subsection 275(3) in the event of an emergency. Under section 1 of the Emergency Management and Civil Protection Act, an “emergency” is defined as “*a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise*”.

FINANCIAL CONSIDERATIONS

The delegation of authority to the CAO during the restricted period for section 275(3)(c) and (d) would provide the CAO with the authority to dispose of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal

and to make any unbudgeted expenditures or incur any other liability which exceeds \$50,000. As per By-law 95-2021, section 2 the CAO will provide a report to Council on any actions taken under the restrictions listed in s. 275 (3) of the Act.

CONSULTATIONS

The CAO was consulted on this report.


CONCLUSION

Considering the delegation of authority to the Chief Administrative Officer (CAO) to take action, where necessary, on certain acts during the restricted period will ensure the municipality is able to operate efficiently and in a timely manner. The Act gives Council a remedy in the form of delegated authority from Nomination Day up to the time when the Council-Elect takes office.



Paula Parker,
Town Clerk

Reviewed by:



Susan Hirota
Director of Legal and Clerk Services

LINK TO STRATEGIC PLAN

Support growth of the business community.

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

To become a leader in sustainable infrastructure renewal and development.

Manage residential growth through sustainable planning.

Manage growth through sustainable planning.

Link to Council 2021-2022 Priorities

- ☐ COVID-19 and the health and safety of the community
- ☐ Customer Service: Training, Technology, Staff, Review Standards/Level of service
- ☐ Housing: Affordability (lot sizes, developer incentives, second dwellings, density, etc.)
- ☐ Greenhouse: lights & dark sky, odours (site plan compliance, bylaws, other tools)
- ☐ Programming Increase: Youth and Seniors
- ☐ A development plan for Downtown Kingsville / Main Street
- ☐ Financial savings: Schools closings, Migration Hall
- ☐ Economic Development: strengthen tourism/hospitality
- ☐ COVID - economic recovery
- ☐ Communications: Strategy – Policy (social media), Website refresh and other tools, Public engagement
- ☐ Housing: Migrant Worker Housing – Inspections (Building/Fire), regulate, reduce, or increase
- ☐ Committees / Boards: Review and Report
- ☐ Policy Update: Procedural Bylaw
- ☐ Economic Development: diversify the economy, create local jobs, industrial, Cottam
- ☐ Infrastructure (non-Municipal): Union Water expansion & governance
- ☐ Infrastructure (Municipal): Asset Management Plan update, the infrastructure funding deficit
- ☒ No direct link to Council priorities

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 95-2021

A By-law to authorize the delegation of authority to the Chief Administrative Officer for certain acts during the Restricted Period of an Election Year

WHEREAS Section 275 of the *Municipal Act, 2001*, c. 25, as amended (the “Act”) provides that in an election year the acts of Council are restricted when it can be determined with certainty that the new members of council will be comprised of less three quarters of the current members of council, also known as the “Lame Duck” period;

AND WHEREAS the determination of the three-quarter threshold is made after Nomination Day, once nominations are certified, or after Voting Day, once the results are declared;

AND WHEREAS Section 275 (3) of the Act restricts Council from taking certain action on the following:

- a) The appointment or removal from office of any officer of the municipality;
- b) The hiring or dismissal of any employee of the municipality;
- c) The disposition of any real or personal property of the municipality, which has a value exceeding \$50,000 at the time of disposal; and
- d) Making any expenditures or incurring any other liability which exceeds \$50,000;

AND WHEREAS Section 275 (6) of the Act states that nothing in this section prevents any person or body exercising authority of a municipality that is delegated to the person or body prior to Nomination Day for the election of the new council;

AND WHEREAS section 23.1 of the Act provides that a municipality may delegate its powers and authority;

AND WHEREAS Council deems it expedient to delegate authority to the Chief Administrative Officer to take action, where necessary, on certain acts during the restricted period.

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

1. **THAT** Council delegates authority to the Chief Administrative Officer of the Corporation of the Town of Kingsville to:
 - a) hire or dismiss any employee, except where delegation of authority is not allowed by the Act;
 - b) dispose of any real or personal property of The Corporation of the Town of Kingsville which has a value exceeding \$50,000 at the time of disposal, unless provided for in the current budget; and
 - c) Make any expenditure or incur any other liability which exceeds \$50,000, unless provided for in the current budget.
2. **THAT** the delegated authority as outlined above shall only take effect and be limited to the restricted period of Council in an election year.

3. **THAT** prior to the exercise of the delegation of authority outlined in Section 1.a), b) and c) above:
 - i) the Chief Administrative Officer will consult with the Director of Financial and IT Services on those matters involving the disposition of property and unbudgeted expenditures, and with the Director of Legal and Clerk Services on employee matters; and
 - ii) the Chief Administrative Officer will advise Council in writing of the exercise of the authority.
4. This By-law shall come into force and effect upon its final passage and is only in effect during the restricted period of Council during each election year.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS
22nd DAY OF NOVEMBER, 2021.**

MAYOR, Nelson Santos

CLERK, Paula Parker

THE CORPORATION OF THE TOWN OF KINGSVILLE

BY-LAW 98 - 2021

Being a By-law to confirm the proceedings of the Council of The Corporation of the Town of Kingsville at its November 22, 2021 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 November 22, 2021 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
22nd day of November, 2021.**

MAYOR, Nelson Santos

CLERK, Paula Parker