



**REGULAR MEETING OF COUNCIL  
REVISED 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](http://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 EDRoll 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. CLOSED SESSION**

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

ITEM ii) Subsection 239(2)(d) [labour relations or employee negotiations] RE: Update regarding the Town's contract negotiations with International Brotherhood of Electrical Workers (IBEW) Local 636.

**\*S. REPORT OUT OF CLOSED SESSION**

**T. 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



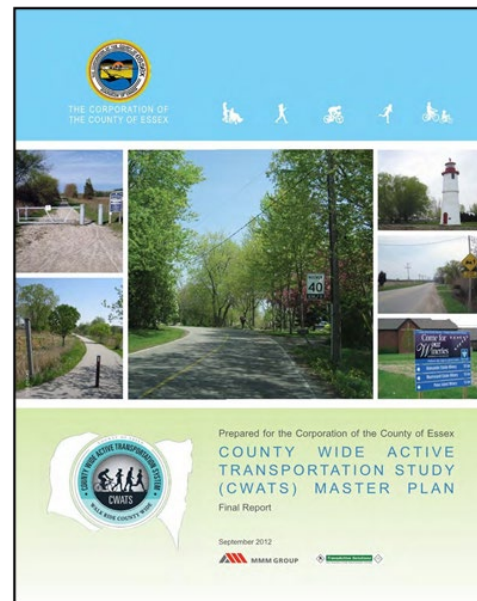
Working with local municipalities and partners to build routes, facilities and other supportive amenities.



## 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



**Walk Ride  
County Wide!**

Together, local towns, workplaces, organizations, schools, families, and individuals can do our part to support a vibrant and prosperous Essex County.

Get out and get active!

[www.cwats.ca](http://www.cwats.ca)

## CWATS Charter

FOR THE COUNTY OF ESSEX AND ITS PARTNERS

The County of Essex and the CWATS 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.

### Personal & Community Safety

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

### Health and Well-being

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

### Community Cohesion and Prosperity

Active transportation encourages social interaction and boosts local economic vitality.

### Equity

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

### 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 |
|---|-----------------------|--------------------------|------------|
| <b>On Street Bike Lanes / Paved Shoulder / Context Sensitive Solution</b> - on a County Road in a Rural Area  | 100%                  | 0%                       | 0%         |
| <b>On Street Bike Lanes / Paved Shoulder / Multi-use Trail with or without separation/ Context Sensitive Solution</b> - on a County Road in an Urban Area   | 40%                   | 60%                      | 0%         |
| <b>On Street Bike Lanes / Paved Shoulder / Multi-use Trail with or without separation/ Context Sensitive Solution</b> - on a Local Road anywhere.   | 0%                    | 100%                     | 0%         |
| <b>Signed Routes</b> - anywhere on the AT Network   | 100%                  | 0%                       | 0%         |
| <b>Sidewalks</b> - anywhere on the AT Network   | 0%                    | 100%                     | 0%         |
| <b>Multi-Use Trails</b> - outside of County and/or Local Right-of-way   | 0%                    | 0%                       | 100%       |
| <b>Multi-Use Trails</b> - outside of County and/or Local Right-of-way and owned by Municipality   | 0%                    | 100%                     | 0%         |
| <b>Note:</b> 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



Trans Canada Trail  
Sentier Transcanadien

*Your Trail. Your Journey.*



Ontario By Bike.ca®

# 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

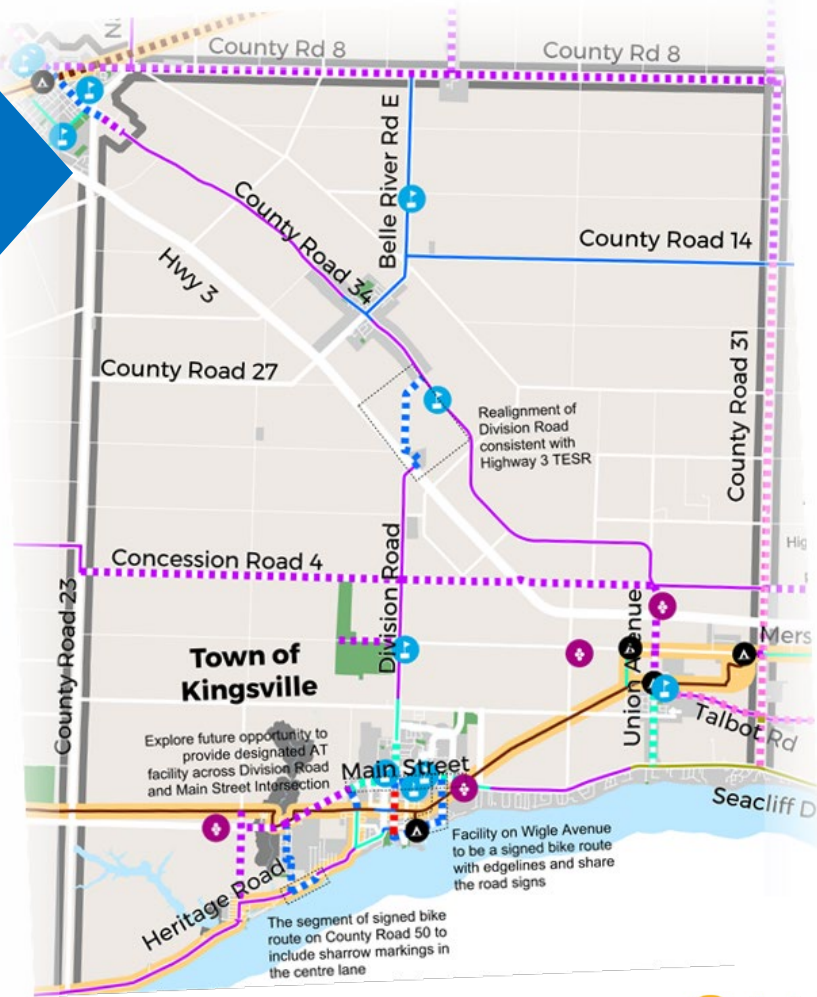
Separated Bike Lane

Buffered Paved Shoulders

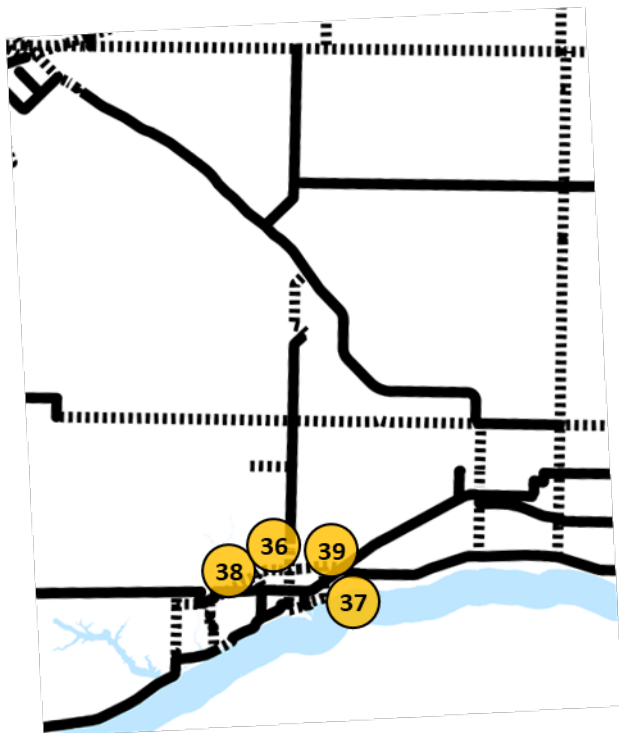
Bike Lane

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:

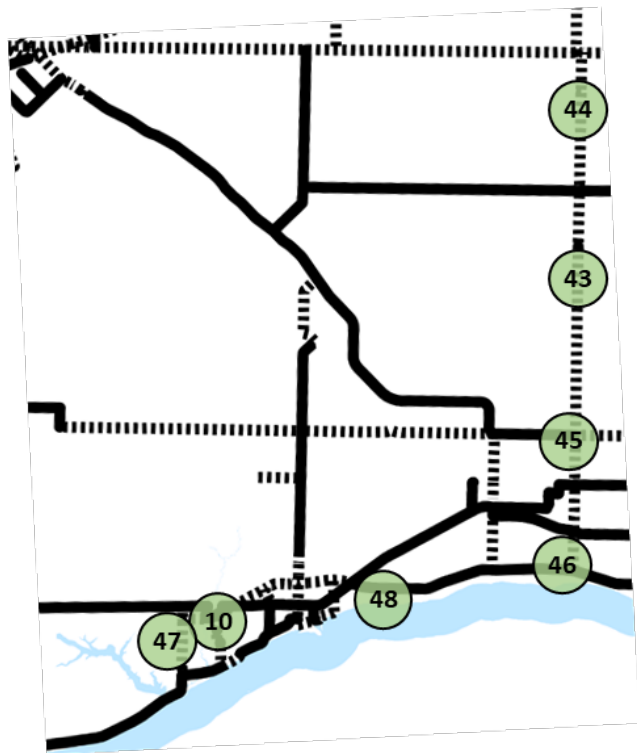
| #  | 2021 Proposed Facility and Segment   |
|----|--|
| 36 | Multi-Use Pathway along Division St from Thorncrest St to Palmer Dr<br>(Previously Proposed Signed Route / Paved Shoulder) |
| 37 | Signed Route with Edgelines along Wile Ave from Lakeview Ave to Main St E<br>(Previously Proposed as Signed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

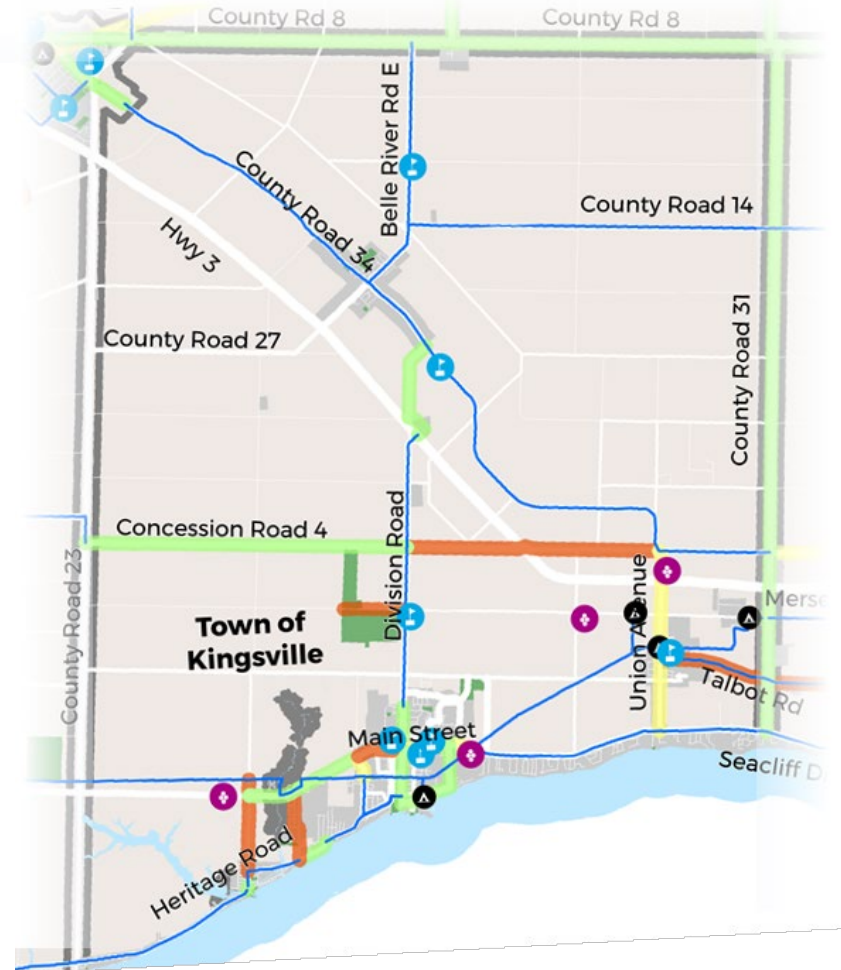
The proposed CWATS Network was prioritized using the following criteria:

- 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

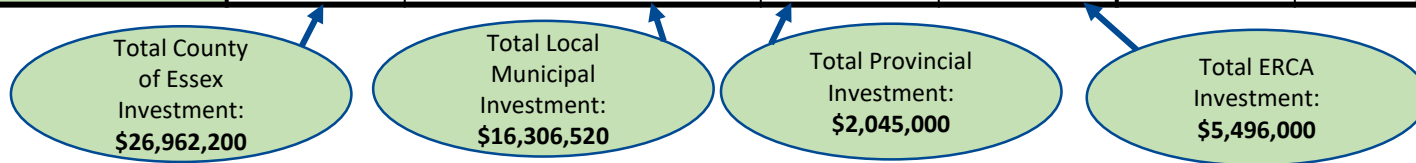
### Draft Phasing

- 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<br>TOTAL | LOCAL MUNICIPAL     |   | PROVINCIAL TOTAL   | ERCA<br>TOTAL      | TOTAL               | % of Total<br>Network |
|   |                          | TOTAL               | ESTIMATED COST<br>PER YEAR (BASED<br>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<br>Municipal Boundaries | \$3,944,680              | -                   | -   | -                  | -                  | \$3,944,680         | 8%                    |
| Province of Ontario                           | -                        | -                   | -   | \$1,045,000        | -                  | \$1,045,000         | 2%                    |
| <b>TOTAL – NETWORK</b>                        | <b>\$26,962,200</b>      | <b>\$16,306,520</b> |   | <b>\$2,045,000</b> | <b>\$5,496,000</b> | <b>\$50,809,720</b> | <b>100%</b>           |



## 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<br>0 TO 5 YEARS |                    | MID<br>5 TO 10 YEARS |                    | LONG<br>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           |
| <b>Total</b>              | <b>24.5</b>           | <b>\$5,632,828</b> | <b>6.2</b>           | <b>\$2,070,743</b> | <b>20.4</b>       | <b>\$4,823,417</b> | <b>51.1</b> | <b>\$12,526,988</b> |
| <b>% of Total Network</b> |                       | <b>45%</b>         |                      | <b>17%</b>         |                   | <b>39%</b>         |             | <b>100%</b>         |

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

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**Jerry Behl**  
Manager  
Transportation Planning &  
Development  
County of Essex

[jbehl@countyofessex.ca](mailto:jbehl@countyofessex.ca)

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

[tdelgreco@kingsville.ca](mailto: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<br>BASED ON 20<br>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%         |
| <b>Total</b> | <b>302.7</b> | <b>\$69,084,514</b> | <b>100.0%</b> | <b>139.9</b> | <b>\$55,657,584</b> | <b>\$2,782,879</b>                 | <b>100.0%</b> | <b>7.3</b> | <b>\$2,192,554</b> | <b>100.0%</b> | <b>47.4</b> | <b>\$4,470,825</b> | <b>100.0%</b> | <b>497.3</b> | <b>\$131,405,477</b> | <b>100.0%</b> |

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.
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- 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<br>BASED ON 20<br>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%          |
| <b>Total</b>            | <b>40.3</b> | <b>\$8,980,491</b> | <b>100%</b> | <b>10.8</b> | <b>\$3,546,497</b> | <b>\$177,325</b>                   | <b>100%</b> | <b>0.0</b> | <b>\$ -</b> | <b>0%</b> | <b>0.0</b> | <b>\$ -</b> | <b>0%</b> | <b>51.1</b> | <b>\$12,526,988</b> | <b>100%</b> |

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<br>BASED ON 20<br>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%          |
| <b>Total</b>            | <b>21.4</b> | <b>\$4,686,295</b> | <b>100%</b> | <b>3.2</b> | <b>\$946,534</b> | <b>\$47,327</b>                    | <b>100%</b> | <b>0.0</b> | <b>\$ -</b> | <b>0%</b> | <b>0.0</b> | <b>\$ -</b> | <b>0%</b> | <b>24.5</b> | <b>\$5,632,828</b> | <b>100%</b> |

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

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

Total Provincial  
Investment: **\$0**

Total ERCA Investment: **\$0**

## Notes:

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- 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<br>BASED ON 20<br>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%          |
| <b>Total</b>            | <b>4.2</b> | <b>\$1,128,113</b> | <b>100%</b> | <b>2.0</b> | <b>\$942,630</b> | <b>\$47,131</b>                    | <b>100%</b> | <b>0.0</b> | <b>\$ -</b> | <b>0%</b> | <b>0.0</b> | <b>\$ -</b> | <b>0%</b> | <b>6.2</b> | <b>\$2,070,743</b> | <b>100%</b> |

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

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

Total Provincial  
Investment: **\$0**

Total ERCA Investment: **\$0**

## Notes:

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# Kingsville CWATS Network: Long-Term (Draft)

| FACILITY                | COUNTY      |                    |             | LOCAL      |                    |                                    |             | PROVINCIAL |             |           | ERCA       |             |           | TOTAL       |                    |             |
|-------------------------|-------------|--------------------|-------------|------------|--------------------|------------------------------------|-------------|------------|-------------|-----------|------------|-------------|-----------|-------------|--------------------|-------------|
|                         | KM          | \$                 | % OF COST   | KM         | \$                 | EST. \$/YR<br>BASED ON 20<br>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%          |
| <b>Total</b>            | <b>14.8</b> | <b>\$3,166,083</b> | <b>100%</b> | <b>5.7</b> | <b>\$1,657,333</b> | <b>\$82,867</b>                    | <b>100%</b> | <b>0.0</b> | <b>\$ -</b> | <b>0%</b> | <b>0.0</b> | <b>\$ -</b> | <b>0%</b> | <b>20.4</b> | <b>\$4,823,417</b> | <b>100%</b> |

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

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

Total Provincial  
Investment: **\$0**

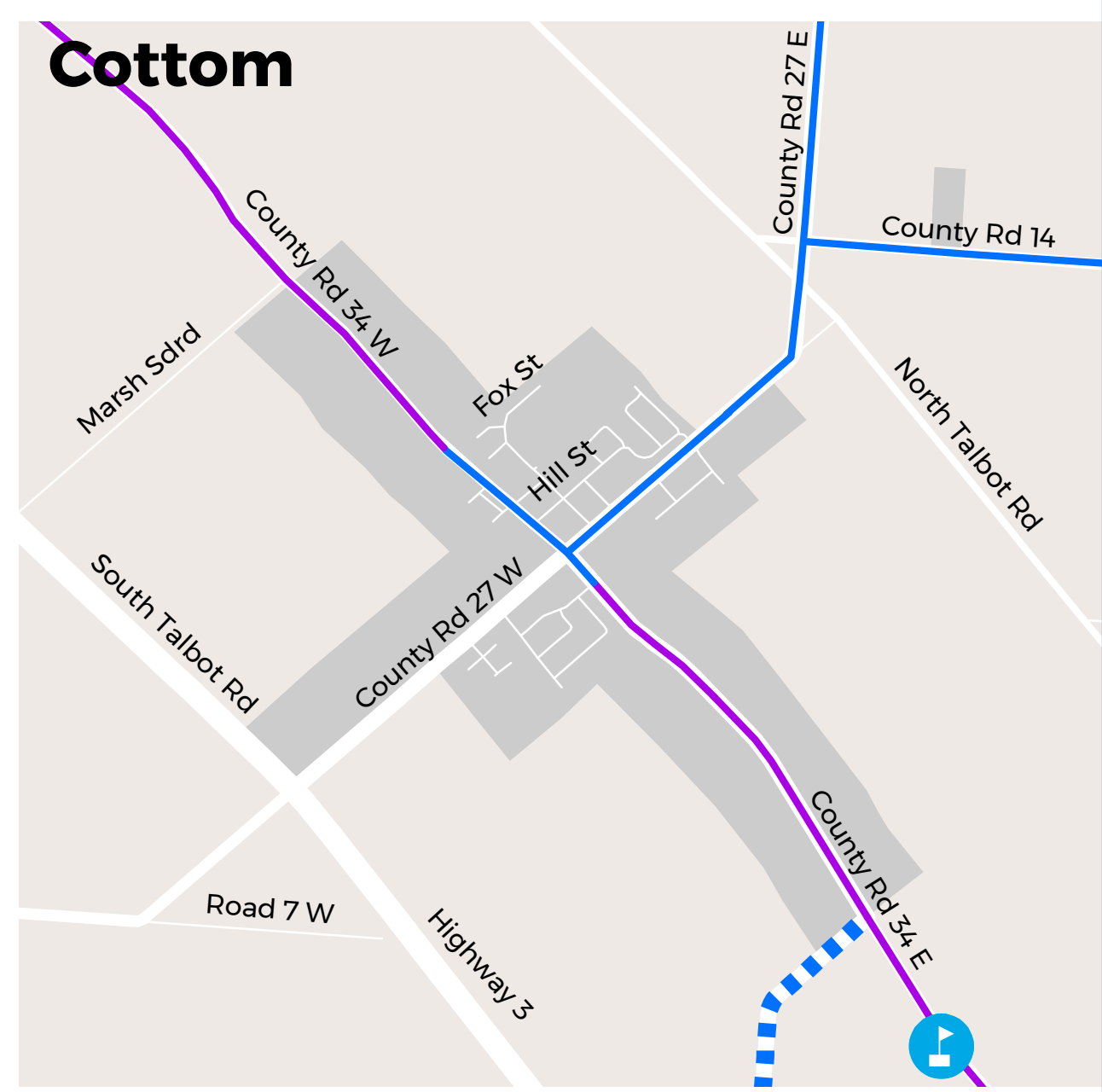
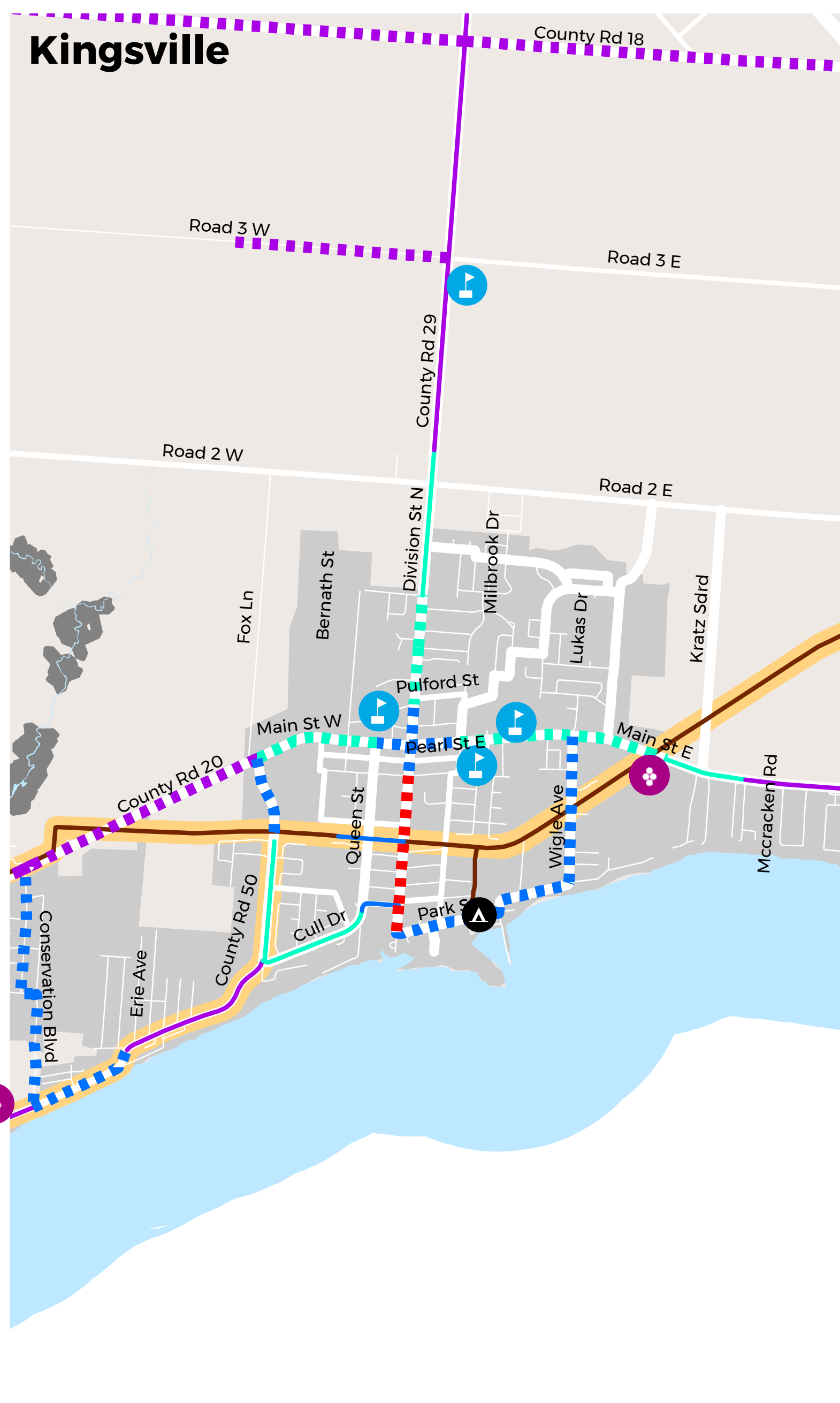
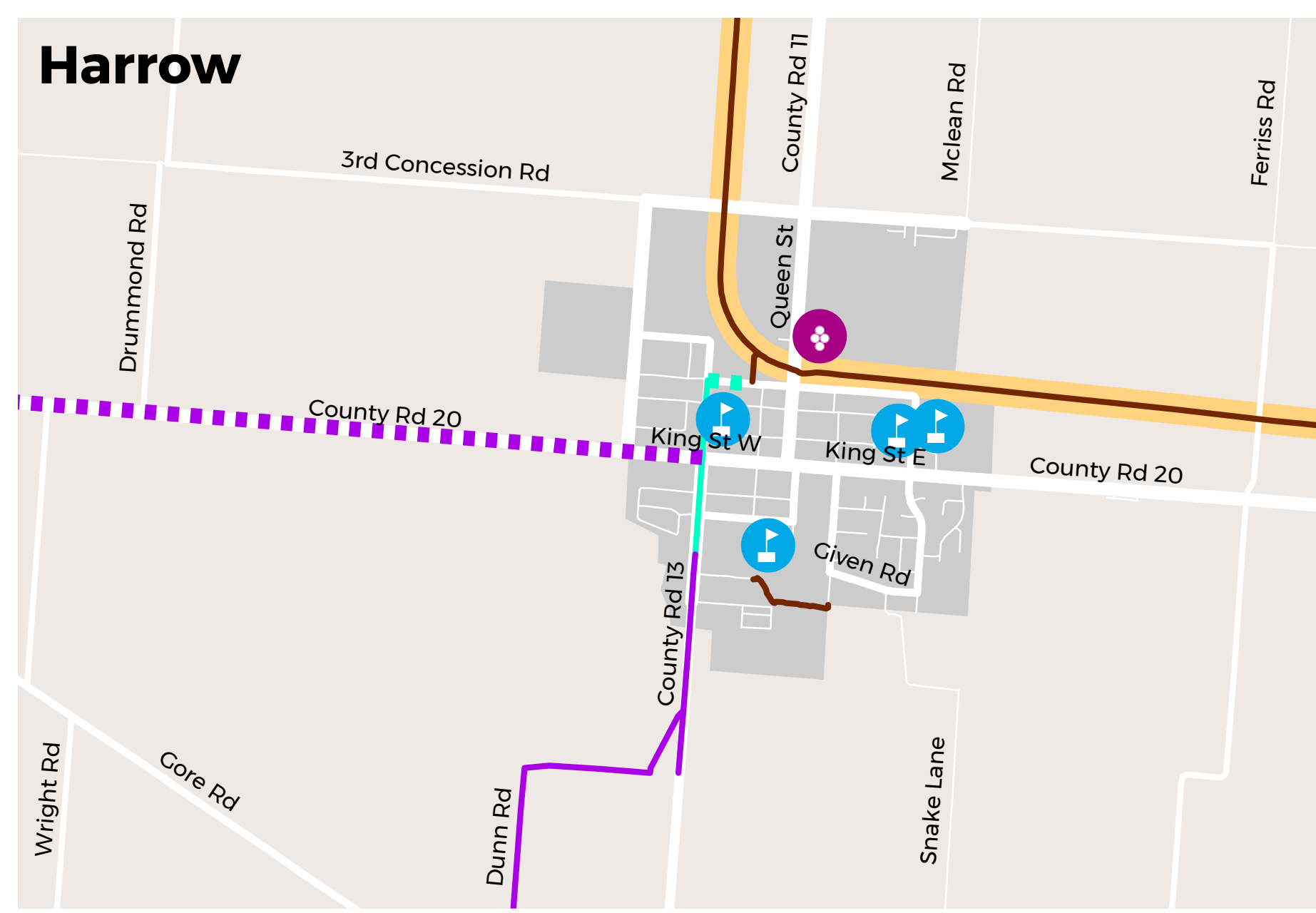
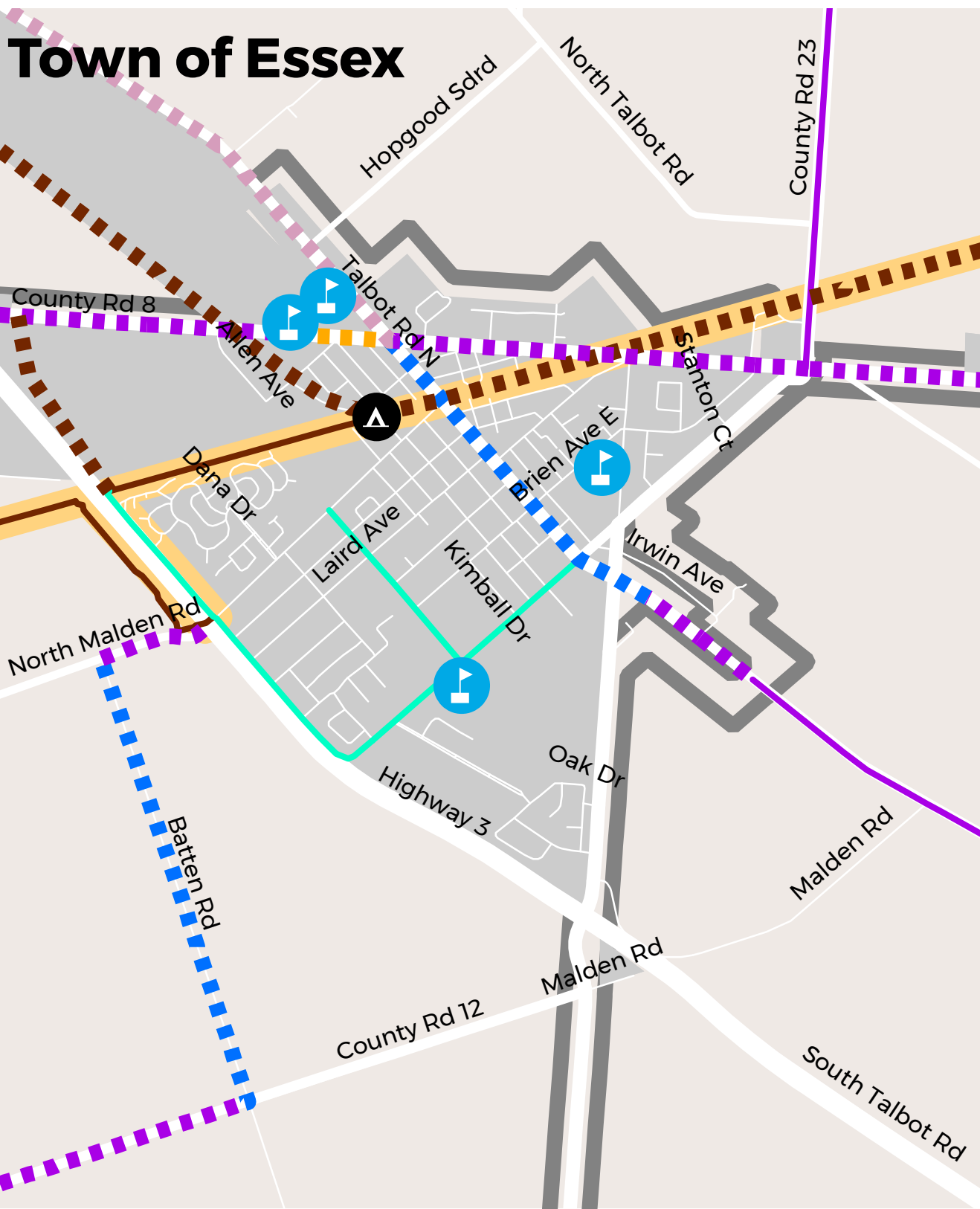
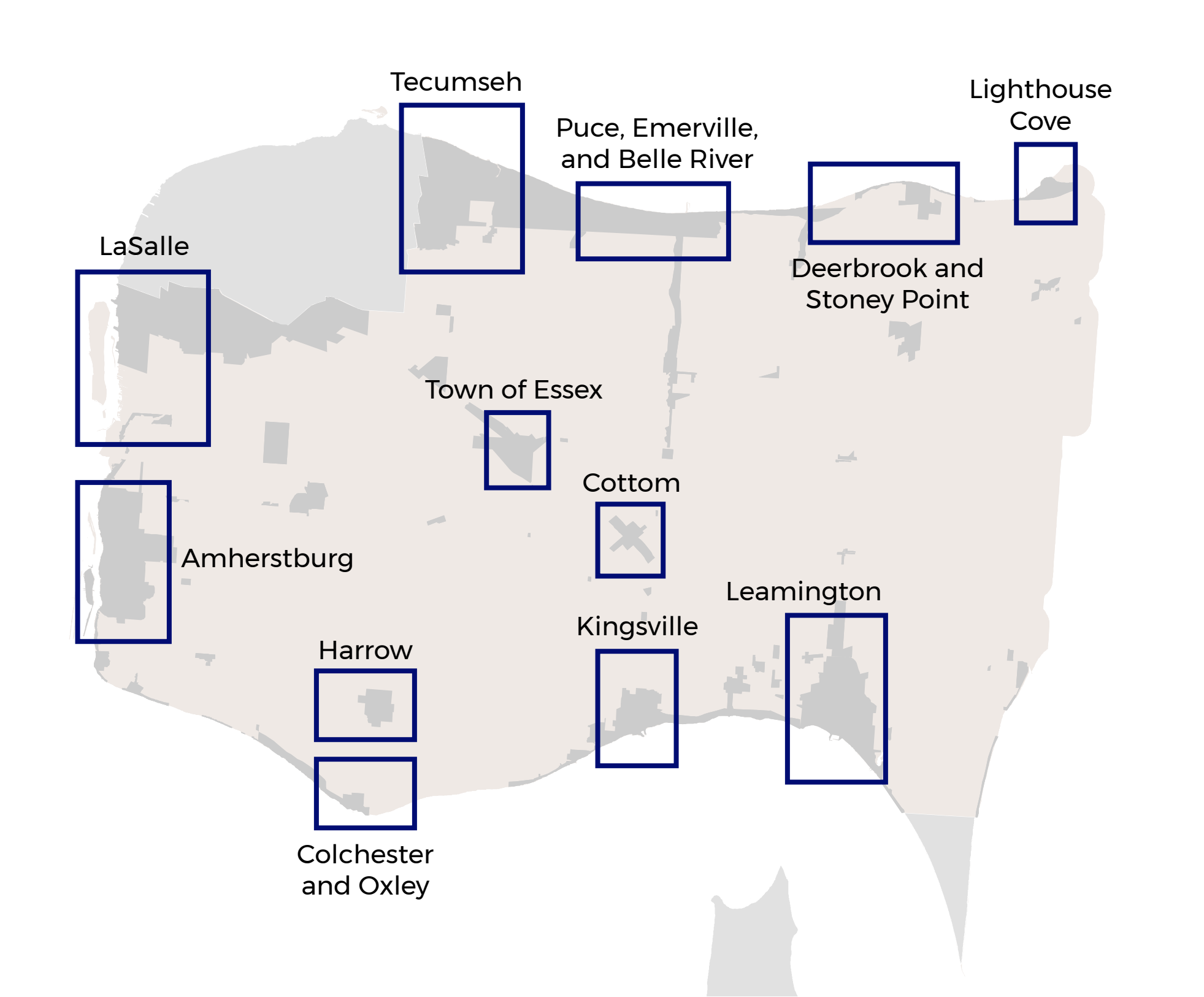
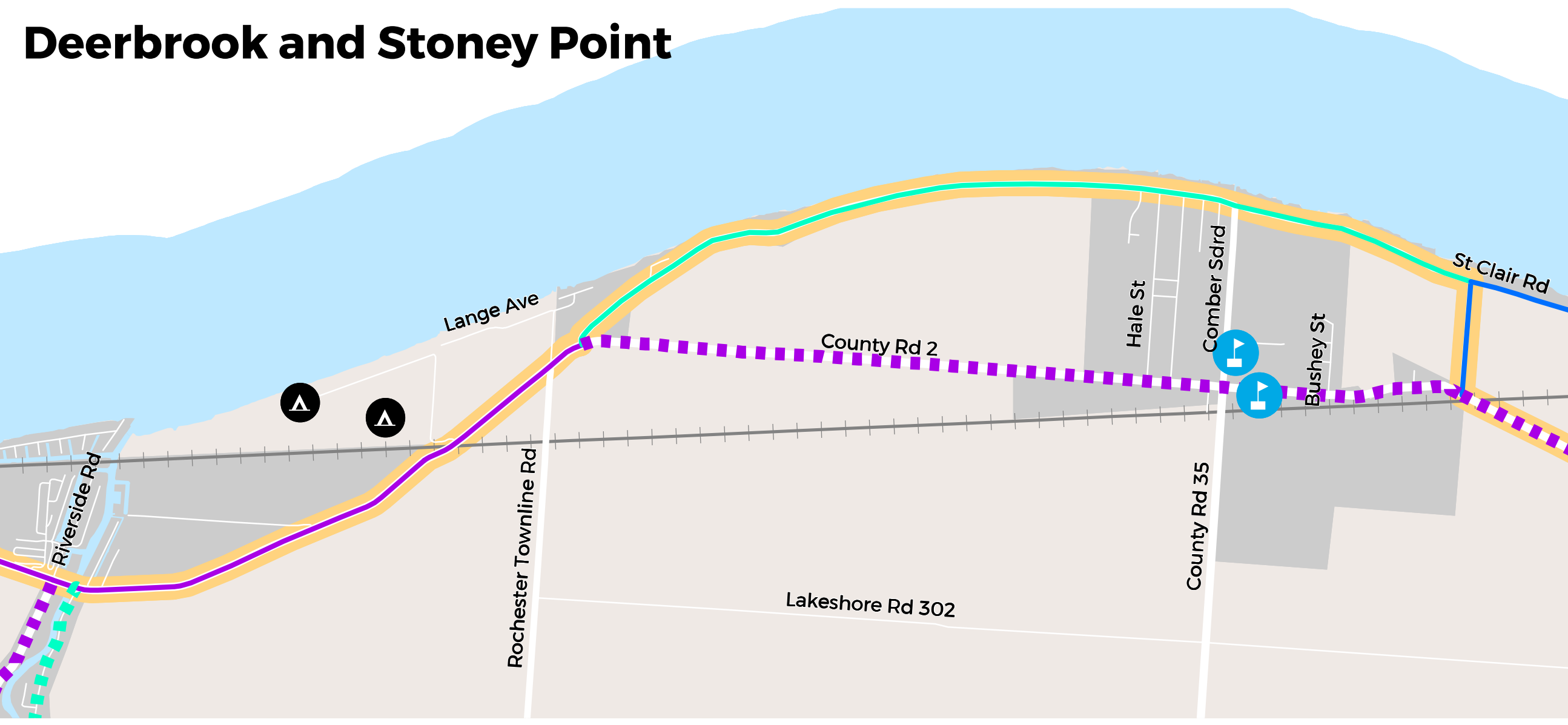
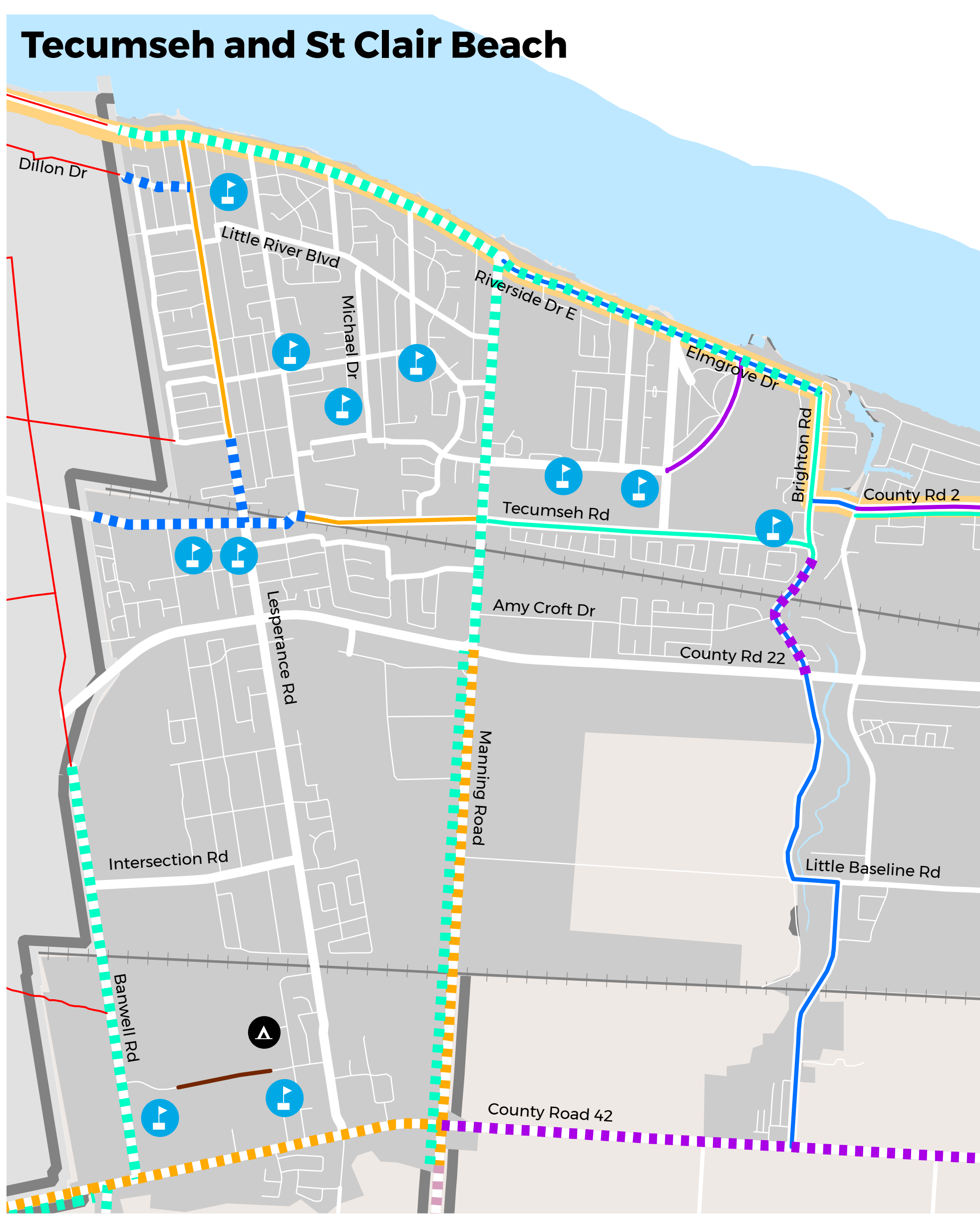
Total ERCA Investment: **\$0**

## Notes:

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- 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.





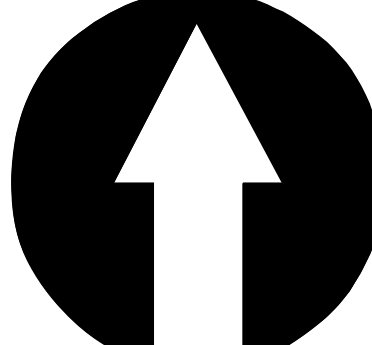


- CWATS Network**
- | Existing | Proposed                                |
|----------|---|
|          | Off-road Multi-use Trail                |
|          | Two-way Multi-use Pathway               |
|          | One-way Cycle Path / Track <sup>1</sup> |
|          | Separated Bike Lane           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

- Other Connections**
- AT route in Windsor
  - Regional Trail Systems <sup>2</sup>

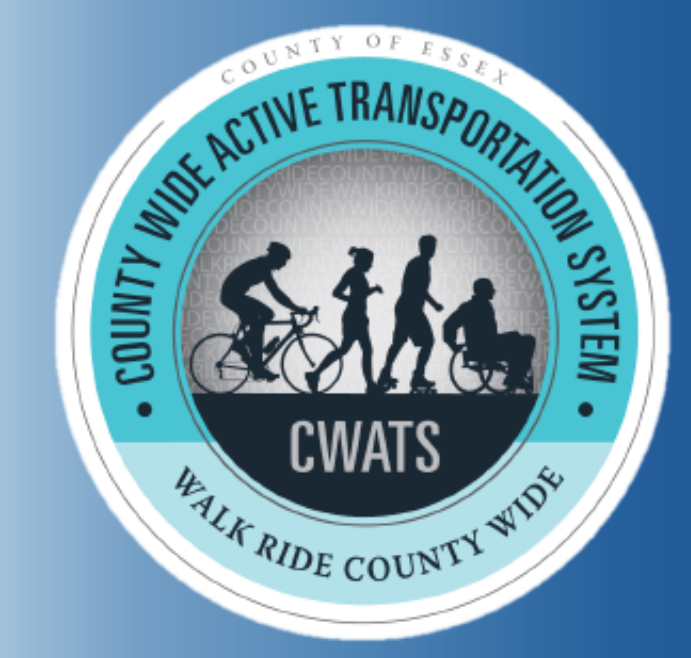
- Transportation Features**
- Provincial Highway
  - County Road
  - Municipal Road
  - Active Railroad

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



0 1 2  
Kilometres

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          |
| <b>Total of Current Expenditures:</b> |  | <b>\$ 3,044,524.43</b> |

**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.CANADIANTIRE.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 |

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| 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  |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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 |

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| 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

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## **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



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

### **Reviewed by:**



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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**

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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

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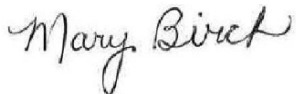
And further that, County Administration be directed to circulate a copy of report number 2021-1020-CCS-R009-MB to the local municipalities within the region, requesting cooperation in ensuring the Essex County Federation of Agriculture be given the opportunity to consult with administrative committees 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

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#### **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](mailto:justin.trudeau@parl.gc.ca)

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

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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

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CC: The Hon. Doug Ford, Premier of Ontario [doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org)

The Hon. Jean-Yves Duclos, Federal Minister of Health [hcminister.ministresc@hc-sc.gc.ca](mailto:hcminister.ministresc@hc-sc.gc.ca)

The Hon. Christine Elliott, Ontario Minister of Health [christine.elliott@pc.ola.org](mailto:christine.elliott@pc.ola.org)

Taras Natyshak, MPP, Essex [tnatyshak-qp@ndp.on.ca](mailto:tnatyshak-qp@ndp.on.ca)

Percy Hatfield, MPP, Windsor-Tecumseh [PHatfield-QP@ndp.on.ca](mailto:PHatfield-QP@ndp.on.ca)

Rick Nicholls, MPP, Chatham-Kent-Leamington [rick.nicholls@pc.ola.org](mailto:rick.nicholls@pc.ola.org)

Irek Kusmierczyk, MP, Windsor-Tecumseh [Irek.Kusmierczyk@parl.gc.ca](mailto:Irek.Kusmierczyk@parl.gc.ca)

Chris Lewis, MP, Essex [Chris.Lewis@parl.gc.ca](mailto:Chris.Lewis@parl.gc.ca)

Dave Epp, MP, Chatham-Kent-Leamington [Dave.Epp@parl.gc.ca](mailto:Dave.Epp@parl.gc.ca)

Local Lower Tier Municipalities of Essex County

City of Windsor

Federation of Canadian Municipalities [info@fcm.ca](mailto: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 8<sup>th</sup> 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

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## **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 15<sup>th</sup> (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;"><b>PLANNING SERVICES</b></p> <p style="text-align: center;"><b>POLICY FOR DEVELOPMENT AND/OR<br/>REDEVELOPMENT OF COMMUNICATION &amp;<br/>BROADCASTING FACILITIES</b></p> <p style="text-align: center;"><b>Appendix B</b></p> |                             | S.O.P. #PS013                             |
|   |   |                             | Issued: March 16, 2009                    |
|   |   |                             | Reviewed/<br>Revised:<br>January<br>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**

| <b>No.</b> | <b>Date</b>   | <b>Revision</b>         | <b>Revision By</b> |
|------------|---------------|-------------------------|--------------------|
| 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](mailto: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

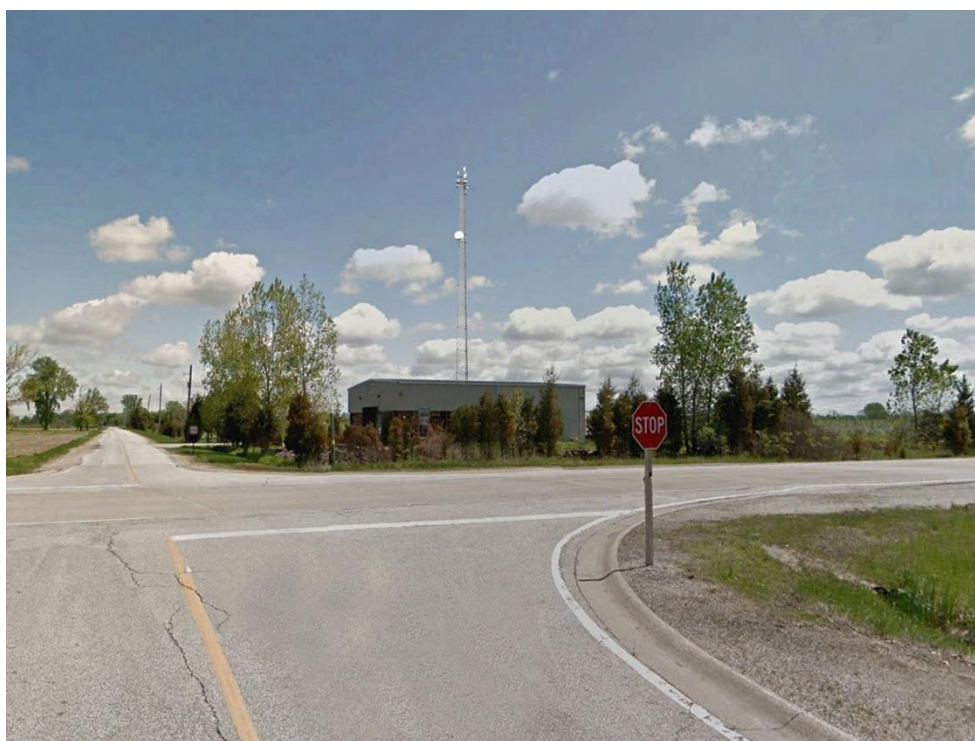
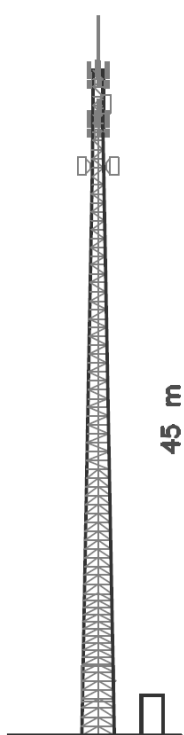
Prior to proposing a new freestanding mobile base station facility, the area is investigated for existing tower infrastructure and/or tall structures suitable for antenna deployment.

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](mailto: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](mailto: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](mailto: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](mailto:rbrown@kingsville.ca)

## Planning Justification Report

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### 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

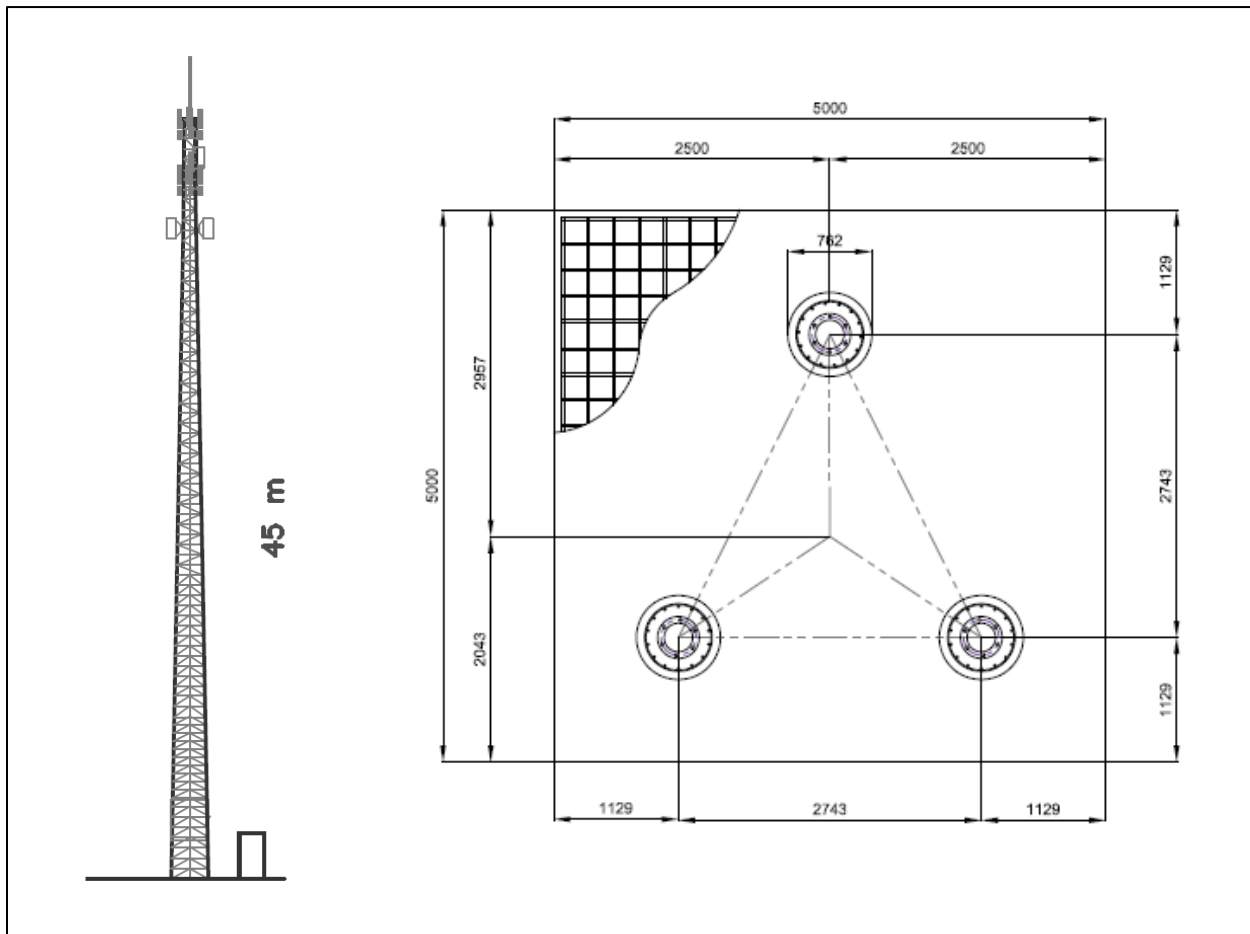
Xplornet has proposed a 45.0m tall self-support (steel lattice) structure, antenna, and radio equipment within a 15.0m x 15.0m leasehold area.

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.

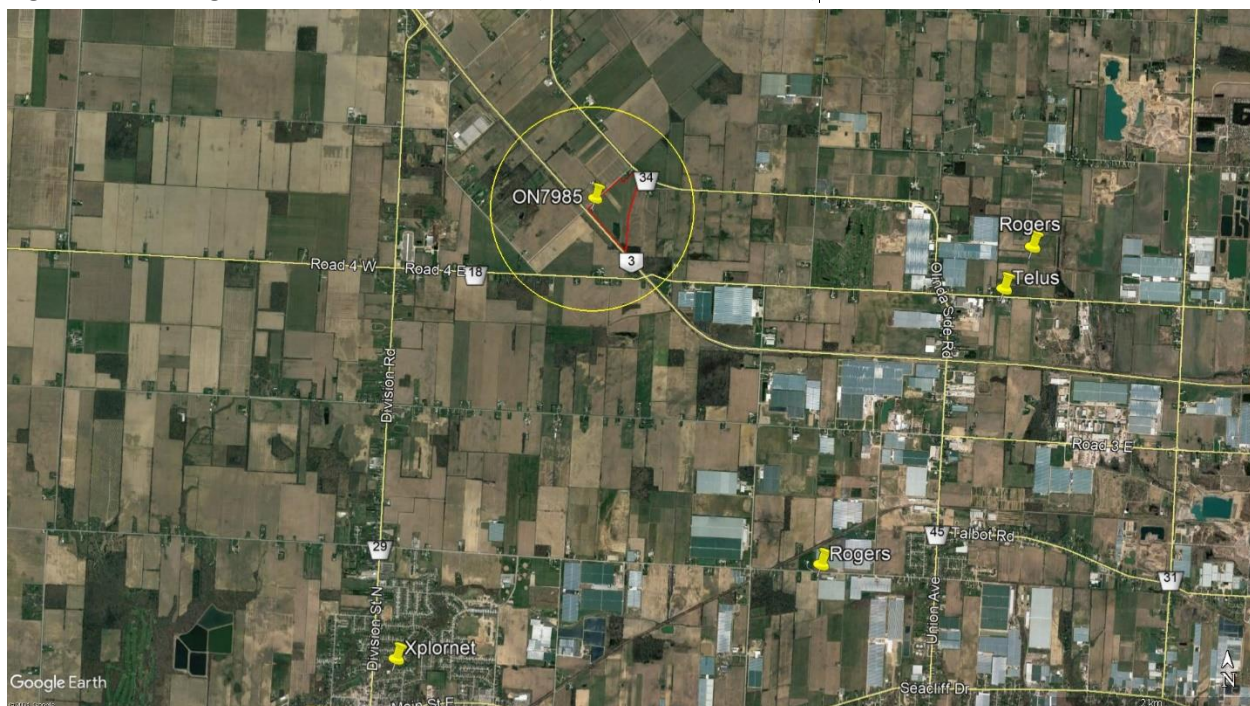
Site sharing investigations determined there are no existing telecommunications facilities within 1.0km of Xplornet's proposed location. Additionally, there are not suitably tall support structures existing in the immediate vicinity to deploy Xplornet's antenna equipment.

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](mailto:sogilvie@forbesbrosLtd.ca)

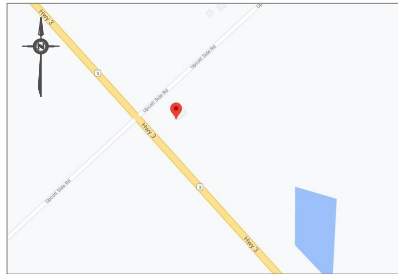
Sincerely,

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

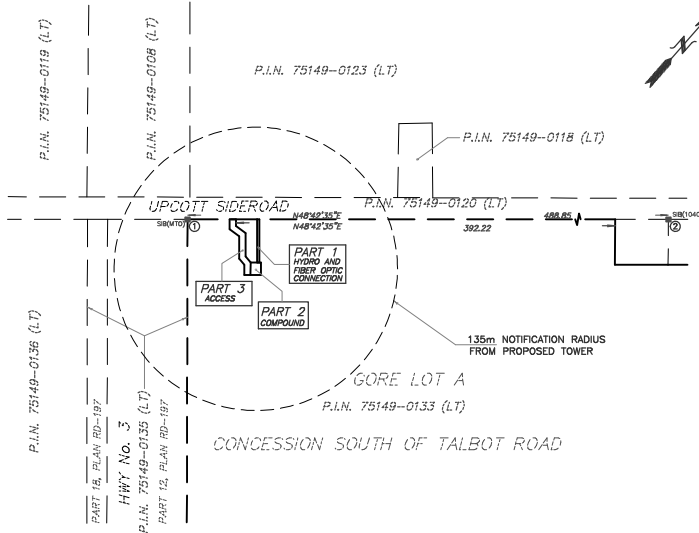


| SITE DATA                         | EXISTING | PROPOSED  |
|-----------------------------------|----------|---|
| PROPERTY AREA                     | ±18ha    |   |
| AREA LEASED                       |          |   |
| HYDRO & FIBER OPTIC (PART 1)      |          | 82 sq.m.  |
| COMPOUND (PART 2)                 |          | 120 sq.m.   |
| ACCESS (PART 3)                   |          | 356 sq.m.   |
| TOTAL                             |          | 558 sq.m.   |
| UNITS                             |          | 1 PROPOSED STEEL SELF SUPPORT TOWER<br>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<br>REAL TIME NETWORK OBSERVATIONS AND ARE REFERRED TO UTM<br>ZONE 17, NAD 83 (CSRS) (1987.0).<br>COORDINATE VALUES ARE TO URBAN ACCURACY PER SECTION 14 (2) OF<br>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<br>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.

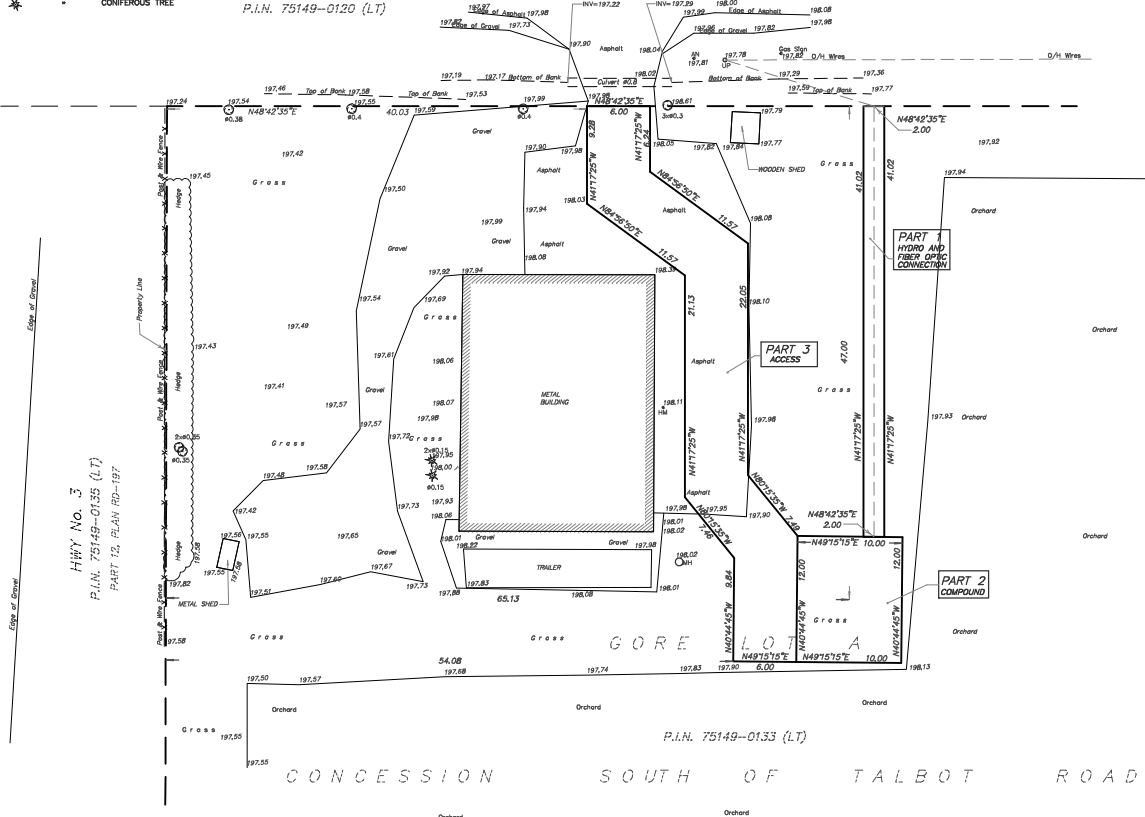
JANUARY 15, 2021  
DATE

A. MARTON  
ONTARIO LAND SURVEYOR

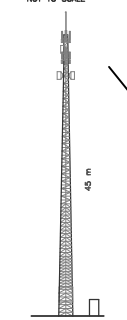
### LEGEND

| 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                |

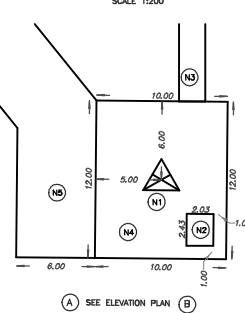
UPCOTT SIDEROAD  
P.I.N. 75149-0120 (LT)



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 CROSS 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](http://www.kingsville.ca)  
[kingsvilleworks@kingsville.ca](mailto: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

&lt;all other values&gt;

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](mailto:rbouchard@unionwater.ca)*

*[www.unionwater.ca](http://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



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

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

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](mailto: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)     |
| <b>Total Score</b>                    | <b>78</b>          | <b>83</b>     | <b>61</b>         |

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**

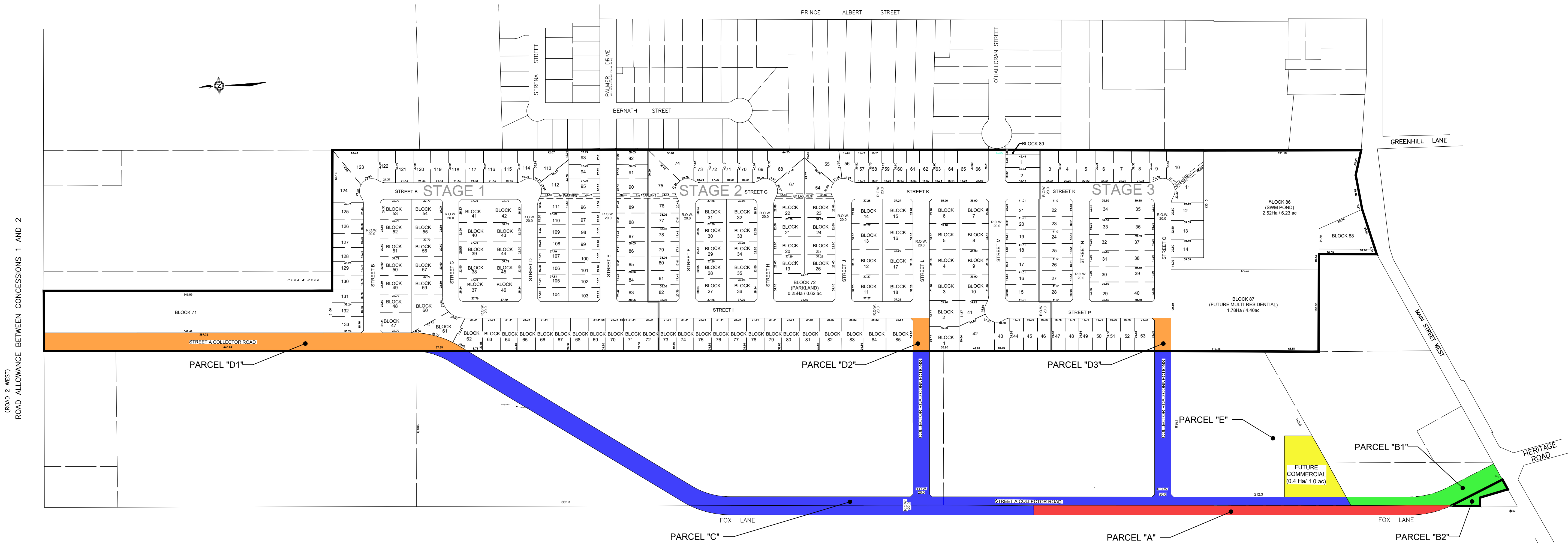
Manage growth through sustainable planning.

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

# THE CORPORATION OF THE TOWN OF KINGSVILLE

## BY-LAW 92-2021

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### **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 20<sup>th</sup>, 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.)
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- ☒ 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](http://www.kingsville.ca)  
[kingsvilleworks@kingsville.ca](mailto: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

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## **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 20<sup>th</sup> 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 30<sup>th</sup>, 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.



*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

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## **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

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### ***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 22<sup>nd</sup> day of November, 2021.**

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**MAYOR, Nelson Santos**

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**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

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## 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.



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Paula Parker,  
**Town Clerk**

### **Reviewed by:**



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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

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### **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  
22<sup>nd</sup> DAY OF NOVEMBER, 2021.**

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**MAYOR, Nelson Santos**

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**CLERK, Paula Parker**

# THE CORPORATION OF THE TOWN OF KINGSVILLE

## BY-LAW 98 - 2021

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

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**MAYOR, Nelson Santos**

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**CLERK, Paula Parker**