



**TOWN OF AMHERSTBURG
COUNCIL MEETING
AGENDA**

Monday, May 14, 2018

6:00 PM

Council Chambers

271 Sandwich Street South, Amherstburg, ON, N9V 2A5

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Pages

1. CALL TO ORDER

2. SPECIAL IN-CAMERA COUNCIL MEETING

That Council move into an In-Camera Meeting of Council at 4:30 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

ITEM A - Question Regarding the Law of Defamation - Section 239(2)(f) - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

ITEM B - Bill 148 Implications - Section 239(3.1) - Educational Session.

ITEM C - Recreational Facility Opportunities - Section 239(2)(c) - A proposed or pending acquisition or disposition of land by the municipality or local board.

3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEROF

(In-Camera Council Meeting Agenda Items)

4. NATIONAL ANTHEM

5. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

(Public Council Meeting Agenda Items)

6. MINUTES OF PREVIOUS MEETING

That the minutes **BE ADOPTED** and that those confidential minutes of the closed sessions of Council remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act:

6.1 Special In-Camera Council Meeting Minutes - April 23, 2018

6.2 Special Council Meeting Minutes - Planning - April 23, 2018

14

6.3 Regular Council Meeting Minutes - April 23, 2018

17

7. DELEGATIONS

- 7.1 Request to Waive Rental Fees for the Annual Bob Meloche Kid's Fishing Derby - Luc Tremblay and Brian Beattie, AMA Sportsmen Association 33

That the delegation **BE RECEIVED**.

- 7.2 Portable Signage Request - Luigi DiPierdomenico and Ryan Culver, Lime Telenet 35

That the delegation **BE RECEIVED**.

8. REPORTS – POLICE SERVICES

There are no reports.

9. REPORTS – CORPORATE SERVICES

- 9.1 By-law 2018-52 to Amend Final 2018 Tax Levy By-law 2018-34 38

It is recommended that:

1. The report from the Supervisor of Revenue, dated April 26, 2018, **BE RECEIVED**; and,
2. **By-law 2018-52** a by-law to amend By-law 2018-34 being a By-law to levy and collect taxes for the year 2018 be taken as having been read three times, and finally passed, and that the Mayor and Clerk **BE AUTHORIZED** to sign same.

It is recommended that:

1. The report from the Treasurer and Financial Planning Administrator dated April 23, 2018 regarding the 2017 Year End Budget to Actual Summaries and Transfers for taxation, water and wastewater rate funded budget centres **BE RECEIVED**;
2. The Treasurer **BE AUTHORIZED** to transfer \$59,796.90 to the Working Capital Reserve for consulting fees in the CAO budget centre;
3. The Treasurer **BE AUTHORIZED** to transfer \$112,015 to the General Reserve Fund for the proceeds of sale of the building lots at the old water tower site per Policy ECDEV-RP-POL01 Disposition of Surplus Town Property;
4. The Treasurer **BE AUTHORIZED** to transfer \$21,871 to the Working Capital Reserve from the Essex County Library Surplus received in 2017 and not spent under the Non-Departmental Budget Centre;
5. The Treasurer **BE AUTHORIZED** to transfer \$30,833 from the Police Reserve to offset the cost of the Joint Police Advisory Committee (JPAC);
6. The Treasurer **BE AUTHORIZED** to transfer \$100,000 from the Libro Centre Reserve to offset additional unexpected expenditures in refrigeration and mechanical expenses in the Libro Budget Centre;
7. The Treasurer **BE AUTHORIZED** to transfer from \$59,434 from the Tax Stabilization Reserve to fund the 2017 taxation funded deficit;
8. The water deficit of \$17,368 **BE APPLIED** as a transfer of \$17,368 from the water surplus reserve; and,
9. The wastewater fund surplus of \$201,210 **BE APPLIED** to the wastewater surplus reserve.

10. REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE

10.1 Grass Cutting Operations - Wyandotte Cemetery Memorandum of Understanding (MOU) 63

It is recommended that:

1. The report from the Manager of Parks & Naturalized Areas dated April 3, 2018, regarding Memorandum of Understanding – Grass Cutting Operations Wyandotte Cemetery **BE RECEIVED**; and,
2. **By-law 2018-40** being a by-law authorizing the execution of a Memorandum of Understanding between the Corporation of the Town of Amherstburg and the Indigenous and Northern Affairs Canada – Ontario Region regarding maintenance of Wyandotte Cemetery be read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

10.2 Amherstburg Branding Strategy – RFP Results 69

It is recommended that:

1. The report from the Manager of Tourism and Culture dated May 3, 2018, regarding the Amherstburg Branding Strategy – RFP Results **BE RECEIVED**; and,
2. An agreement with Cinnamon Toast New Media Inc. to complete the Amherstburg Branding Strategy **BE AUTHORIZED** at a cost not to exceed \$75,000.00 plus H.S.T. and the Mayor and Clerk **BE AUTHORIZED** to execute all documentation in relation to Cinnamon Toast New Media Inc. Agreement.

11. REPORTS – ENGINEERING AND PUBLIC WORKS

11.1 Sandwich Street Bike Lane Review

74

It is recommended that:

1. The report from the Manager of Engineering dated April 12, 2018, regarding the Sandwich Street Bike Lane Review **BE RECEIVED**;
2. Administration **BE DIRECTED** to proceed with the request to re-designate Sandwich Street between Lowes Sideroad and Pickering Drive from signed route to bike lane in the County Wide Active Transportation System; and,
3. Administration **BE DIRECTED** to include \$16,000 (60%) in the 2019 Capital budget and request the remaining (\$14,000) 40% from the County of Essex through the CWATS program.

11.2 South Riverview Road Crossing Culvert Failure

87

It is recommended that:

1. The report from the Drainage Superintendent and Engineering Coordinator dated April 12, 2018, regarding the South Riverview Road Crossing Culvert Failure **BE RECEIVED**;
2. The unbudgeted replacement of the South Riverview Road Crossing of \$113,578.00 **BE APPROVED**; and,
3. The Treasurer **BE AUTHORIZED** to transfer \$113,578.00 from the Capital Replacement Reserve to fund the South Riverview Road Crossing.

12. REPORT – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

12.1 Road Dedication of Block 48, 12M-345

92

It is recommended that:

1. The report from the Manager of Planning Services regarding the Road Dedication of Block 48, 12M-345 as a Public Highway **BE RECEIVED**;
2. The dedication of Block 48, 12M-345 as a Public Highway **BE APPROVED**; and,
3. **By-law 2018-47** being a by-law to dedicate Block 48, 12M-345 as a public highway be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

12.2 Request for Removal of Part Lot Control- Kingsbridge Subdivision Phase 8B-1

98

It is recommended that:

1. The report from the Manager of Planning Services dated April 19, 2018 regarding the Request for Removal of Part Lot Control- Kingsbridge Subdivision Phase 8B-1, **BE RECEIVED**;
2. The application for removal of Part Lot Control for Lots 29, 30, 31 and 32, Block 56 and Dunn Street, Registered Plan 12M-632 **BE APPROVED**; and,
3. **By-law 2018-50** being a by-law to remove certain lands from Part Lot Control (12M-632) be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

12.3 Development Agreement for 110 St. Arnaud Street

105

It is recommended that:

1. The report from the Manager of Planning Services dated April 27, 2018, regarding the Development Agreement for 110 St. Arnaud Street **BE RECEIVED**;
2. The site plan and development agreement for 110 St. Arnaud Street **BE APPROVED**; and,
3. **By-law 2018-53** being a by-law to authorize the signing of a development agreement be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign the same.

12.4 2018 Special Events Approval

123

It is recommended that:

1. The report from the Public Events Committee (PEC) dated April 26, 2018, regarding 2018 Special Events Approval **BE RECEIVED**;
2. That the events **BE APPROVED** as listed:
 - **Music Off the Back Porch – (*Date change only*) from 2nd Friday of every month from May 11, 2018 through to October 12, 2018 change to 1st Friday of every month from June 1, 2018 through to October 5, 2018**
 - **Ride for Dad – May 27, 2018**
 - **33rd Annual Garden Tour – June 9 & 10, 2018**
 - **2018 Seniors Expo – June 11 & 12, 2018**
 - **South Coast Adventure Race – June 16, 2018**
 - **Annual Bob Meloche Kids Father’s Day Fishing Derby – June 17, 2018**
 - **Canada D’Eh Run – July 1, 2018**
 - **Canada Day Treat ‘N’ Eats (Formerly Amherstburg Ice Cream Festival) – July 1, 2018**
 - **Amherstburg Rotary Ribfest – July 6, 7 & 8, 2018**
 - **Church Service & Picnic – August 19, 2018**
 - **Super Santa Run – November 17, 2018**

- **The Amherstburg Santa Claus Parade – November 24, 2018**
3. An exemption from table number 3-1-2 of Noise By-law 2001-43 with respect to the operation of any electronic device or group of connected electronic devices incorporating one or more loud speakers to allow for live music **BE GRANTED** for the events listed:
 - **Amherstburg Rotary Ribfest –July 6, 7 & 8, 2018**
 4. The following events **BE EXEMPT** and **PERMITTED** for road closure to begin prior to 5pm;
 - **Ride for Dad – May 27, 2018**
 - **Canada D'Eh Run – July 1, 2018**
 - **Super Santa Run – November 17 ,2018**
 - **The Amherstburg Santa Claus Parade – November 24, 2018**
 5. An exemption **BE GRANTED** to Section 3 and 4b of the Kings Navy Yard Park By-law #2004-89 to allow for a public function and fishing outside of the designated fishing area for the event listed:
 - **Annual Bob Meloche Kids Father's Day Fishing Derby – June 17, 2018**
 6. An exemption **BE GRANTED** to Section 5 of the Parks By-law 2002-72 to allow for a religious ceremony and picnic for the event listed at Toddy Jones Park, and,
 - **Church Service and Picnic – August 19, 2018**
 7. The Public Events Committee **BE DIRECTED** to confirm the requirements identified by the Committee are met prior to the event.

12.5	Sign Variance Request – Brad Bondy, Re/Max Preferred Realty Ltd.	141
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It is recommended that:

1. The report from the Manager of Licensing and Enforcement dated April 27, 2018 regarding Sign Variance Request - Brad Bondy, Re/Max Preferred Realty Ltd. **BE RECEIVED**; and,
2. Exemptions to sections 4.1(b), 9.3(1) and 9.3(2) of Sign By-law 2006-26 **BE APPROVED** or **DENIED** to allow for a ground sign at 103 Sandwich Street South.

13. **REPORTS - CAO's OFFICE**

There are no reports.

14. **INFORMATION REPORTS**

That the following information reports **BE RECEIVED**:

14.1	Monthly Activity Report – APSB Meeting of March 20, 2018	145
14.2	Committee Resignation – Accessibility Advisory Committee	194
14.3	Accounts Payable for the Month of April 2018	197
14.4	Information Update – Former General Chemical Property	247

15. CONSENT CORRESPONDENCE

That the following consent correspondence **BE RECEIVED**:

15.1	Ministry Approval of Interprofessional Primary Care Teams in the Town of Amherstburg - Letter from Essex County Nurse Practitioner-Led Clinic	250
15.2	Request for Cancellation or Bill C-71, Amend Certain Acts and Regulations in Relation to Firearms - Township of Baldwin	251
15.3	Larviciding - Notice of Action Letter to Municipalities Under Ontario Regulation 199/03 - Windsor-Essex County Health Unit	254
15.4	62nd Annual Training & Education Symposium - OMFPOA, Chapter 8 Windsor, Essex County, Chatham-Kent Region Fire Prevention Division	262
15.5	Graduation from AMCTO's Executive Diploma in Municipal Management, Paula Parker - Association of Municipal Managers, Clerks and Treasurer's of Ontario (AMCTO)	264
15.6	Renovation and/or Demolition of All Buildings Containing Hazardous Materials - Town of Lakeshore Resolution	265
15.7	Integrated Bilateral Agreement (IBA) for Provincial Funding for Infrastructure Projects - Ministry of Infrastructure	267
15.8	2018-2020 Call for Nominations - AMO Board of Directors	269
15.9	Wildlife Trapping - Municipality of East Ferris Resolution	277
15.10	Champion of Diversity Award - Ministry of Citizenship and Immigration	278
15.11	2018 Premier's Award for the Agri-Food Innovation Excellence - Ministry of Agriculture, Food and Rural Affairs	279
15.12	Fire Safety Technical Table established in January 2017 - Ministry of Community Safety and Correctional Services	280

16. CORRESPONDENCE

16.1 Seniors' Month - June 2018

319

It is recommended that:

1. The correspondence dated May 4, 2018 from the Minister of Seniors Affairs **BE RECEIVED**; and,
2. June 2018 **BE PROCLAIMED** as Seniors Month in the Town of Amherstburg.

17. CONSENT OTHER MINUTES

That the following minutes **BE RECEIVED**:

17.1 Committee of Adjustment Meeting Minutes - February 27, 2018

322

18. OTHER MINUTES

18.1 Drainage Board Meeting Minutes - May 1, 2018

328

It is recommended that:

1. The Drainage Board Meeting Minutes of May 1, 2018, **BE RECEIVED**;
2. The appointment of the firm R. Dobbin Engineering Inc. for the repair and improvement to the Renaud Drain, as recommended by the Drainage Board, **BE APPROVED**;
3. The appointment of the firm R. Dobbin Engineering Inc. for the repair and improvement to the John Parks Drain No. 1, as recommended by the Drainage Board, **BE APPROVED**; and,
4. The appointment of the firm Dillon Consulting Ltd. for the repair and improvement of the Lemay-Cookson Drain, as recommended by the Drainage Board, **BE APPROVED**.

19. UNFINISHED BUSINESS

19.1 Unfinished Business Lists as May 14, 2018

349

20. NEW BUSINESS

21. REPORT OUT FROM IN CAMERA SESSION

There is nothing to report out.

22. NOTICE OF MOTION

There are no Notices of Motion.

23. BY-LAWS

23.1 By-law 2018-60 - Confirmatory By-law

354

It is recommended that:

By-law 2018-60 being a by-law to confirm all resolutions of the Municipal Council Meetings held May 10th and 14th, 2018, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

24. ADJOURNMENT

That Council rise and adjourn at p.m.



TOWN OF AMHERSTBURG
SPECIAL COUNCIL MEETING - PLANNING

Monday, April 23, 2018
5:00 PM

Council Chambers, 271 Sandwich Street South, Amherstburg, ON, N9V 2A5

MINUTES

PRESENT

Mayor Aldo DiCarlo
Deputy Mayor Bart DiPasquale
Councillor Joan Courtney
Councillor Jason Lavigne
Councillor Leo Meloche
Councillor Diane Pouget

Giovanni (John) Miceli, CAO
Paula Parker, Municipal Clerk
Tammy Fowkes, Deputy Clerk

ABSENT

Councillor Rick Fryer

CALL TO ORDER

The Mayor called the meeting to order at 5:03 p.m.

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

SPECIAL PLANNING REPORTS

The Manager of Planning Services provided Council with an overview of the proposed Zoning By-law Amendment for 689 Texas Road - The Fort Family Fun Centre, and answered Council questions.

Denis Gauthier, Representative from Rosati Construction, spoke regarding the existing site and the new addition of a campsite and go-karts.

The Mayor asked if there were any comments from the public. The following were heard:

- Nancy Paquette – 457 2nd Concession Rd. N
- Mario Parete – 774 Texas Rd.
- Bob Bezaire – 530 Texas Rd.
- James Lajoy – 457 2nd Concession Rd. N
- Lori Bezaire – 530 Texas Rd.

3.1 Zoning By-law Amendment for 689 Texas Road – The Fort Family Fun Centre

Resolution # 20180423-112

Moved By Councillor Lavigne
Seconded By Councillor Meloche

Councillor Lavigne moved the motion with an amendment to have those residents in attendance and listed on the attendance sign in sheet notified when the next report regarding 689 Texas Road is before Council.

That:

- 1. The report from the Manager of Planning Services dated April 6, 2018, regarding the Zoning By-law Amendment for 689 Texas Road BE RECEIVED;**
- 2. Administration conceptually SUPPORTS further recreational development on the subject lands as the Official Plan envisions its use; and,**
- 3. Comments received at this public meeting and in this Planning Report BE ADDRESSED by the applicants and Administration continues to FACILITATE WITH the developer and their consultants toward solutions to the matters raised in this report and by the public.**

4. Those residents in attendance and listed on the attendance sign in sheet **BE NOTIFIED** when the next report regarding 689 Texas Road is before Council.

The Mayor put the Motion.

Motion Carried

ADJOURNMENT

Moved By Councillor Lavigne
Seconded By Councillor Meloche

That Council rise and adjourn at 5:54 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

MUNICIPAL CLERK – PAULA PARKER



**TOWN OF AMHERSTBURG
REGULAR COUNCIL MEETING**

**Monday, April 23, 2018
6:00 PM**

Council Chambers, 271 Sandwich Street South, Amherstburg, ON, N9V 2A5

MINUTES

PRESENT

Mayor Aldo DiCarlo
Deputy Mayor Bart DiPasquale
Councillor Joan Courtney
Councillor Jason Lavigne
Councillor Leo Meloche
Councillor Diane Pouget

Giovanni (John) Miceli, CAO
Paula Parker, Municipal Clerk
Tammy Fowkes, Deputy Clerk

ABSENT

Councillor Rick Fryer

CALL TO ORDER

The Mayor called the meeting to order at 6:16 p.m.

MOMENT OF SILENCE

To acknowledge the victims in the Toronto attack on the morning of April 23, 2018, the Mayor replaced the National Anthem with a Moment of Silence.

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF *(Public Council Meeting Agenda Items)*

Councillor Lavigne declared a conflict of interest with respect to item #11.1 due to his parent's residence being in close proximity to the Belle Vue property.

Councillor Pouget declared a conflict of interest with respect to item #11.1 due to her residence being in close proximity to the Belle Vue property.

MINUTES OF PREVIOUS MEETING

Resolution # 20180423-113

Moved By Councillor Lavigne
Seconded By Councillor Meloche

That the minutes BE ADOPTED and that those confidential minutes of the closed sessions of Council remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act:

- 4.1 **Special In-Camera Council Meeting Minutes - April 9, 2018**
- 4.2 **Regular Council Meeting Minutes - April 9, 2018**

The Mayor put the Motion.

Motion Carried

DELEGATIONS

- 5.1 **Request to Advertise Event on Existing Signage - Lorene Clayton, Woofa-Roo Pet Fest**

Resolution # 20180423-114

Moved By Councillor Lavigne
Seconded By Councillor Meloche

That:

- 1. The delegation BE RECEIVED; and,**
- 2. That Administration BE DIRECTED to provide a report to Council on the feasibility of electronic signage at the north and south entrances to the Town.**

The Mayor put the Motion.

Motion Carried

REPORTS – POLICE SERVICES

There were no reports.

REPORTS – CORPORATE SERVICES

7.1 Final 2018 Tax Levy By-Law 2018-34

Resolution # 20180423-115

Moved By Councillor Lavigne

Seconded By Councillor Meloche

That:

- 1. The report from the Supervisor of Revenue, dated April 9, 2018 regarding Final 2018 Tax Levy By-law 2018-34 BE RECEIVED; and,**
- 2. By-law 2018-34 being a by-law to levy and collect taxes for the year 2018 be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign the same.**

The Mayor put the Motion.

Motion Carried

7.2 Disability Waiting Period Self Insurance Policy Amendment

Resolution # 20180423-116

Moved By Councillor Meloche

Seconded By Councillor Courtney

That:

- 1. The report from the Manager, Human Resources dated March 15, 2018, regarding amendments to the Disability Waiting Period Self Insurance Policy; BE RECEIVED; and,**
- 2. The addition of criteria within the Disability Waiting Period Self Insurance Policy to cause an employee to be ineligible for payment by the Town during the wait period for disability benefits to commence BE APPROVED.**

The Mayor put the Motion.

Motion Carried

7.3 Staff Accommodation Review - Municipal Office

Resolution # 20180423-117

Moved By Councillor Meloche
Seconded By Councillor Pouget

That:

- 1. The report from the Treasurer dated April 11, 2018, regarding Staff Accommodation Review – Municipal Office BE RECEIVED; and,**
- 2. A transfer from the Working Capital Reserve account not to exceed \$50,000 BE APPROVED to fund implementation of the Staff Accommodation Review – Municipal Office Plan.**

The Mayor put the Motion.

Motion Carried

REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE

8.1 River Lights Winter Festival – Future Operation by and Asset Transfer to the Town of Amherstburg

Resolution # 20180423-118

Moved By Councillor Meloche
Seconded By Councillor Pouget

That:

1. **The report from the Manager of Tourism and Culture dated April 4, 2018, regarding that the River Lights Winter Festival – Future Operation by and Asset Transfer to the Town of Amherstburg BE RECEIVED;**
2. **The future operation of the River Lights Winter Festival by the Town of Amherstburg and transfer of River Lights assets from the Chamber BE APPROVED, subject to execution of the Asset Transfer Agreement;**
3. **The Mayor and Clerk BE AUTHORIZED to execute an Asset Transfer Agreement between the Amherstburg Chamber of Commerce (Chamber) and the Town satisfactory in technical content to the Manager of Tourism and Culture, financial content to the Director of Corporate Services and legal content to the Director of Planning, Development and Legislative Services;**
4. **The Mayor and Clerk BE AUTHORIZED and to assume and/or execute, new Sponsorship Agreements for display maintenance;**
5. **A Festivals Reserve account BE ESTABLISHED for the purpose of holding festival event surpluses and or funding festival event deficits; and,**
6. **The cash based assets transferred from the Chamber related to the River Lights Winter Festival BE TRANSFERRED to the Festivals Reserve.**

The Mayor put the Motion.

Motion Carried

REPORTS – ENGINEERING AND PUBLIC WORKS

There were no reports.

REPORT – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

10.1 Notice of Intent to Demolish – 305 Dalhousie Street

Resolution # 20180423-119

Moved By Councillor Courtney

Seconded By Councillor Pouget

That:

- 1. The report from the Chief Building Official/Heritage Committee Liaison and Director of Planning, Development and Legislative Services dated April 6, 2018 regarding Notice of Intent to Demolish – 305 Dalhousie Street BE RECEIVED; and,**
- 2. The application for demolition of 305 Dalhousie Street BE SUPPORTED.**

The Mayor put the Motion.

Motion Carried

10.2 Amherstburg Farmer's Market - User Fees

Resolution # 20180423-120

Moved By Councillor Meloche
Seconded By Councillor Lavigne

That:

- 1. The report from the Manager of Licensing and Enforcement dated April 7, 2018 regarding the Amherstburg Farmer's Market-User Fees BE RECEIVED; and,**
- 2. User Fees totalling \$3,775.12 for the Amherstburg Farmer's Market 2018 operating year BE WAIVED.**

The Mayor put the Motion.

Motion Carried

10.3 Election Sign By-law and User Fee By-law Amendment

Resolution # 20180423-121

Moved By Councillor Meloche
Seconded By Councillor Lavigne

That:

- 1. The report from the Manager of Licensing and Enforcement dated April 6, 2018 regarding Election Sign By-law and User Fee By-law Amendment BE RECEIVED;**

2. **By-law 2018-37 being a by-law to Regulate Election Signs be taken as having been read 3 times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same; and,**
3. **By-law 2018-41 being a by-law to Amend User Fee By-law 2017-96 be taken as having been read 3 times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.**

The Mayor put the Motion.

Motion Carried

10.4 Road Closure- Dunn Street, Kingsbridge Subdivision Phase 8B-1

Resolution # 20180423-122

Moved By Councillor Meloche
Seconded By Deputy Mayor DiPasquale

That:

1. **The report from the Manager of Planning Services dated April 6, 2018, regarding a Road Closure - Dunn Street, Kingsbridge Subdivision Phase 8B-1 BE RECEIVED;**
2. **The request from 1078217 Ontario Limited for the road closure of Dunn Street on 12M-632 BE APPROVED; and,**
3. **By-law 2018-38 being a by-law to close Dunn Street and convey these lands to the Developer be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign the same.**

The Mayor put the Motion.

Motion Carried

10.5 Road Closure - Niklaus Court, Golfview Subdivision

Resolution # 20180423-123

Moved By Councillor Courtney
Seconded By Deputy Mayor DiPasquale

That:

1. **The report from the Manager of Planning Services dated April 6, 2018, regarding a Road Closure - Niklaus Court, Golfview Subdivision BE RECEIVED;**
2. **The request from Golfview Park Estates Inc. for the road closure of Niklaus Court on 12M-517 BE APPROVED; and,**
3. **By-law 2018-39 being a by-law to close Niklaus Court be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign the same.**

The Mayor put the Motion.

Motion Carried

REPORTS - CAO's OFFICE

11.1 Belle Vue Restoration Project - Roof Stabilization Tender Results

Councillors Lavigne and Pouget vacated their seats during discussion due to their declared conflict of pecuniary interest.

Councillor Meloche moved the motion with an amendment to allow Michael Prue, Treasurer, Belle Vue Conservancy to speak to the report.

Resolution # 20180423-124

Moved By Councillor Meloche

Seconded By Deputy Mayor DiPasquale

That:

1. **The report from the Chief Administrative Officer dated April 11, 2018, regarding the Belle Vue Restoration Project - Roof Stabilization Tender Results BE RECEIVED;**
2. **The tender from 818185 Ontario Inc. – o/a Robertson Restoration to complete the Belle Vue Roof Stabilization BE ACCEPTED in the amount of \$258,400 plus HST and that the Mayor and Clerk BE AUTHORIZED to execute any related agreements for completion of the works; and,**
3. **Michael Prue, Treasurer, Belle View Conservancy, BE ALLOWED to speak to the report.**

Mr.Prue addressed Council with respect to the report.

The Mayor put the Motion.

Motion Carried

INFORMATION REPORTS

Resolution # 20180423-125

Moved By Councillor Meloche

Seconded By Councillor Lavigne

That the following information reports BE RECEIVED:

- 12.1 Building Department Activity Report - February and March 2018**
- 12.2 Overview of Changes to the Land Use Planning and Appeal System**
- 12.3 Fire Department Monthly Activity Report – March 2018**

The Mayor put the Motion.

Motion Carried

CONSENT CORRESPONDENCE

Resolution # 20180423-126

Moved By Councillor Meloche

Seconded By Councillor Pouget

That the following consent correspondence BE RECEIVED:

- 13.1 2018 Annual Show Book - Essex County Steam and Gas Engine Museum Inc.**
- 13.2 Request for Municipalities to have the Right to Approve Landfill Developments - Ernie Hardeman, MPP, Oxford**
- 13.3 Proposed Inclusionary Zoning Regulations - Planning and Growth Management Committee, City of Toronto**
- 13.4 CN Truck-Rail Development - Halton Region Resolution**
- 13.5 Request for Cancellation of Bill C-71, Amend Certain Acts & Regulations in Relation to Firearms - Township of Baldwin Resolution**

The Mayor put the Motion.

Motion Carried

Resolution # 20180423-127

Moved By Councillor Meloche
Seconded By Councillor Pouget

Item # 13.1 - That a 1/4 page, black and white advertisement in the amount of \$115.00 BE PLACED in the 2018 Annual Show Book for the Essex County Steam & Gas Engine Museum Inc.

The Mayor put the Motion.

Motion Carried

CORRESPONDENCE

14.1 Falun Dafa Month - May 2018

Resolution # 20180423-128

Moved By Councillor Pouget
Seconded By Deputy Mayor DiPasquale

That:

- 1. The correspondence dated April 7, 2018 regarding Falun Dafa Month - May 2018 BE RECEIVED; and,**
- 2. The month of May 2018 BE PROCLAIMED as Falun Dafa Month in the Town of Amherstburg.**

The Mayor put the Motion.

Motion Carried

CONSENT OTHER MINUTES

Resolution # 20180423-129

Moved By Councillor Lavigne
Seconded By Councillor Meloche

That the following minutes BE RECEIVED:

- 15.1 Co-An Park Committee Meeting Minutes - March 14, 2018**
- 15.2 Co-An Park Committee Meeting Minutes - April 2, 2018**

The Mayor put the Motion.

Motion Carried

UNFINISHED BUSINESS

1. In light of the correspondence received earlier from the Miracle League, the Clerk asked for Council’s indulgence to address the outstanding Rotary Sign request.

Resolution # 20180423-130

Moved By Councillor Lavigne
Seconded By Councillor Pouget

That the outstanding request from the Rotary Club to advertise on existing signage maintained by the Miracle League BE DENIED.

The Mayor put the Motion.

Motion Carried

NEW BUSINESS

1. Resolution # 20180423-131

Moved By Councillor Pouget
Seconded By Deputy Mayor DiPasquale

That Administration BE DIRECTED to look into the amendments in Section 6.1.2 of the Use of Corporate Resources for Elections Purposes policy.

The Mayor put the Motion.

	Yes/Concur	No/Not Concur
Councillor Courtney		X
Deputy Mayor DiPasquale	X	
Councillor Fryer	ABSENT	ABSENT
Councillor Lavigne		X
Councillor Meloche		X
Councillor Pouget	X	
Mayor DiCarlo		X

Motion Lost

REPORT OUT FROM IN CAMERA SESSION – April 9th, 2018 Meeting

Council met on April 9th, 2018, for a Special In-Camera Meeting at 8:12 p.m. and discussed (1) item as provided for under Section 239 of the Municipal Act:

ITEM A - Update on Building Services Staffing heard under sections 239(2)(b)&(d) of the Act. There is nothing further to report on this matter.

NOTICE OF MOTION

19.1 Request for report to Council regarding all infrastructure improvements, programs and initiatives completed to date to improve the sanitary and storm sewers - Councillor Pouget

Resolution # 20180423-132

Moved By Councillor Pouget

Seconded By Councillor Courtney

That:

- 1. Administration BE DIRECTED to prepare a full report regarding all infrastructure improvements, programs and initiatives that have been completed to date to greatly improve the sanitary and storm sewers in Amherstburg to alleviate flooding and/or sewage backup;**
- 2. Administration BE DIRECTED to make this report available to residents to inform them that they may be able to use this as a tool with their insurance companies; and,**
- 3. Administration BE DIRECTED to request the support of the MPP and surrounding municipalities and send a letter to the Insurance Bureau of Canada to ask for reduced homeowners premiums and deductibles for the Essex County area based on improvements that are being made in the prevention of flood and sewer back up losses.**

The Mayor put the Motion.

Motion Carried

Moved By Councillor Courtney
Seconded By Councillor Meloche

That the Rules of Order BE WAIVED to allow Jennie Lajoie to address Council with respect to flooding.

The Mayor put the Motion.

Motion Carried

BY-LAWS

20.1 By-law 2018-33 - To Appoint Deputy Chief Building Official

Resolution # 20180423-133

Moved By Councillor Lavigne
Seconded By Councillor Meloche

That By-law 2018-33 being a by-law to Appoint a Deputy Chief Building Official for the Town of Amherstburg be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

The Mayor put the Motion.

Motion Carried

20.2 By-law 2018-49 - Confirmatory By-law

Resolution # 20180423-134

Moved By Councillor Lavigne
Seconded By Councillor Meloche

That By-law 2018-49 being a by-law to confirm all resolutions of the Municipal Council Meeting held April 23, 2018, be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

The Mayor put the Motion.

Motion Carried

SPECIAL IN-CAMERA COUNCIL MEETING

Resolution # 20180423-135

Moved By Councillor Lavigne
Seconded By Councillor Meloche

That Council move into an In-Camera Meeting of Council at 7:57 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

ITEM A - Fort Street & Sandwich Street Development - Section 239(2)(c) - A proposed or pending acquisition or disposition of land by the municipality or local board.

ITEM B - Co-An Park Agreement - Section 239(2)(k) - A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by the behalf of the municipality or local board.

ITEM C - Potential Property Acquisition and Disposition Review - Community Benefit - Section 239(2)(c) - A proposed or pending acquisition or disposition of land by the municipality or local board.

The Mayor put the Motion.

Motion Carried

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF
(In-Camera Council Meeting Agenda Items)

There were no disclosures of pecuniary interest noted.

ADJOURNMENT OF IN-CAMERA COUNCIL MEETING @ 9:09 P.M.

RESUMPTION OF REGULAR COUNCIL MEETING

Moved By Councillor Meloche
Seconded By Deputy Mayor DiPasquale

That Council resume Regular session at 9:11 p.m.

The Mayor put the Motion.

Motion Carried

REPORT OUT FROM IN-CAMERA SESSION – April 23rd, 2018

Council met on April 23rd, 2018, for a Special In-Camera Meeting at 7:57 p.m. and discussed (3) items as provided for under Section 239 of the Municipal Act:

ITEM A – Fort Street & Sandwich Street Development heard under Section 239(2)(c) of the Act. There is nothing further to report on this matter.

ITEM B - Co-An Park Agreement heard under Section 239(2)(k) of the Act. There is nothing further to report on this matter.

ITEM C - Potential Property Acquisition and Disposition Review - Community Benefit heard under Section 239(2)(c) of the Act. As a result of that discussion, the following is before Council for consideration:

Resolution # 20180423-137

Moved By Councillor Lavigne
Seconded By Councillor Meloche

That:

- 1. Administration BE AUTHORIZED to remove conditions for the acquisition of St. Bernard Catholic Elementary School at 320 Richmond, Amherstburg;**
- 2. The Mayor and Clerk BE AUTHORIZED to execute all documents in relation to the acquisition of St. Bernard Catholic Elementary School – 320 Richmond at a cost of \$550,000 subject to adjustments;**
- 3. The subject acquisition BE FUNDED from the Parkland Reserve; and,**
- 4. Administration BE AUTHORIZED to move forward with the proposed plans as identified in confidential report number 20180423-C.**

The Mayor put the Motion.

Motion Carried

ADJOURNMENT

Moved By Councillor Meloche

Seconded By Councillor Lavigne

That Council rise and adjourn at 9:13 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

MUNICIPAL CLERK – PAULA PARKER



Town of Amherstburg Delegation Request Form

I wish to appear before:

Council

Advisory Committee of Council Specify: _____

Date of Meeting: MAY 14/18

Name of Delegate(s): LUC TREMBLEY & BRIAN BEATTIE

Address: _____

Phone: _____ mail: _____

Attending as an Individual

Representing a Group/Organization AMA SPORTSMEN RE: KID'S FISHING DERBY
(Name of Group/Organization/Business)

Have you contacted Administration regarding this matter? Yes No

If yes, who? HELEN SWEET

Reason(s) for Delegation Request (subject matter to be discussed):
If the request is in response to an item on the agenda, please specify the item by agenda item #.

TO WAIVE FEES FOR RENTAL NAVY YARD PARK
AND ALLOW FISHING FOR OUR ANNUAL
BOB MELOCHE KID'S FISHING DERBY

(Use a separate page if more space is required or attach additional documentation.)

If your request is in response to an agenda item, are you in favour of the recommendation? If not, please provide your reasoning below:

N/A.

****Speaking notes and presentation materials must accompany this request.**

Additional documentation attached? Yes No

Will a PowerPoint presentation be made? Yes No

Note: An electronic copy of the PowerPoint presentation is required to be submitted to the Town Clerk no later than 12:00 noon on the Friday before the meeting.

The completed Delegation Request Form is to be submitted to the Town Clerk, Town of Amherstburg, 271 Sandwich Street South, Amherstburg, ON N9V 2A5
Phone: 519.736.0012 Fax: 519.736.5403 or email pparker@amherstburg.ca.

For office use only:

Date request received: May 3/18 Request Received by (initials): [Signature]

Request relates to: Fee Waiver Request

Staff Report: N/A Staff Name: N/A.

Personal information contained on this form is authorized under Section 5 of the Town of Amherstburg's Procedure By-law, for the purpose of contacting individuals and/or organizations requesting an opportunity to appear as a delegation before Council or an Advisory Committee of Council. The Delegation Request Form may be published in its entirety with the public agenda which is also posted on the Town's website. The Procedure By-law is a requirement of Section 238(2) of the Municipal Act, 2001.

Please note that all meetings are open to the public except where permitted to be closed to the public under legislated authority. Questions regarding collection of the information on this form or additional accessibility requirements may be directed to the Municipal Clerk, 271 Sandwich Street South, Amherstburg, ON N9V 2A5, 519.736.0012.



Town of Amherstburg Delegation Request Form

I wish to appear before:

Council

Advisory Committee of Council Specify: _____

Date of Meeting: as soon as possible **May 14, 2018**

Name of Delegate(s): Luigi DiPiedomenico + Ryan Culver

Address: 290 Sandwich Street South

Phone: [REDACTED] Email: [REDACTED]

Attending as an Individual

Representing a Group/Organization Lime Telenet
(Name of Group/Organization/Business)

Have you contacted Administration regarding this matter? Yes No

If yes, who? Helen Sweet + Nicole Rubli

Reason(s) for Delegation Request (subject matter to be discussed):

If the request is in response to an item on the agenda, please specify the item by agenda item #.

To use a portable sign to inform our
community about our Monthly Services we offer
+ promotional information.

(Use a separate page if more space is required or attach additional documentation.)

If your request is in response to an agenda item, are you in favour of the recommendation? If not, please provide your reasoning below:

N/A

****Speaking notes and presentation materials must accompany this request.**

Additional documentation attached? Yes No

Will a PowerPoint presentation be made? Yes No

Note: An electronic copy of the PowerPoint presentation is required to be submitted to the Town Clerk no later than 12:00 noon on the Friday before the meeting.

The completed Delegation Request Form is to be submitted to the Town Clerk, Town of Amherstburg, 271 Sandwich Street South, Amherstburg, ON N9V 2A5
Phone: 519.736.0012 Fax: 519.736.5403 or email pparker@amherstburg.ca.

For office use only:

Date request received: April 20, 2018 Request Received by (initials): PP

Request relates to: Signage Request

Staff Report: N/A Staff Name: N/A

Personal information contained on this form is authorized under Section 5 of the Town of Amherstburg's Procedure By-law, for the purpose of contacting individuals and/or organizations requesting an opportunity to appear as a delegation before Council or an Advisory Committee of Council. The Delegation Request Form may be published in its entirety with the public agenda which is also posted on the Town's website. The Procedure By-law is a requirement of Section 238(2) of the Municipal Act, 2001.

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Town of Amherstburg



Legend

- Roads
- Parks
- Parcels
- Streams and Creeks
- Essex

0.0 0 Distance / 0.0 Kilometers

Notes

This is where you enter your notes about the map.

1:410





THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF CORPORATE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Elke Leblanc	Report Date: April 26, 2018
Author's Phone: 519 736-0012 ext. 2252	Date to Council: May 14, 2018
Author's E-mail: eleblanc@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: By-Law 2018-52 to Amend Final 2018 Tax Levy By-Law 2018-34

1. RECOMMENDATION:

It is recommended that:

1. The report from the Supervisor of Revenue, dated April 26, 2018, **BE RECEIVED**; and,
2. **By-law 2018-52** a by-law to amend By-law 2018-34 being a By-law to levy and collect taxes for the year 2018 be taken as having been read three times, and finally passed, and that the Mayor and Clerk **BE AUTHORIZED** to sign the same thereto.

2. BACKGROUND:

Municipalities are legislated to collect and remit education taxes on behalf of the Province. When the Education Tax Rates were released by the Ministry of Finance for 2018, the rates were posted on the Online Property Tax Analysis (OPTA) website provided by Reamined Systems Inc. for use by municipalities. In addition to the municipal rates and County rates, the education rates posted to the OPTA website are typically used to calculate overall annual property taxes.

3. DISCUSSION:

On April 23, 2018, Council passed By-law 2018-34 to levy and collect taxes for the year 2018. By-law 2018-52 amends By-law 2018-34 for the following reason:

- By-law 2018-34 was prepared before April 9, 2018 in accordance with the rates posted on the OPTA website. It was determined on April 25, 2018 that the data for use by municipalities posted to OPTA by Reamined Systems Inc. at the time By-law 2018-34 was prepared contained an incorrect rate for the Commercial Vacant Land (CX) property class. The education rate posted and used on By-law 2018-34 was 0.00927021. The correct education rate used on By-law 2018-52 is 0.00688606. The impact is shown below.

Anticipated revenue is calculated by using assessed value multiplied by tax rate. The education rates as shown on By-laws 2018-34 and 2018-52 for the Commercial Vacant Land (CX) class and their expected revenue are listed as follows.

By-law 2018-34 (CX) Assessment \$4,755,650 * Education Rate 0.00927021 = 44,085.87
 By-law 2018-52 (CX) Assessment \$4,755,650 * Education Rate 0.00688606 = 32,747.69
 Impact of the Education Rate Correction = - 10,839.44

This means that based on the returned roll information received in December 2017 to be used for 2018 taxation, the municipality is expecting to bill and subsequently collect \$10,839.44 less revenue than reported on Schedule “B” of By-law 2018-34. In other words, based on the returned roll received in December 2017, the municipality will be collecting and remitting education taxes to the Province in the amount of \$32,747.69 rather than \$44,085.87 for property class Commercial Vacant Land (CX). This correction has no impact whatsoever on taxes calculated and subsequently collected for Municipal purposes or County Purposes.

4. RISK ANALYSIS:

N/A

5. FINANCIAL MATTERS:

The 2018 levy breakdown is as follows:

Municipal General Levy	\$20,898,493
Municipal Capital Replacement Levy - for the purpose of addressing the infrastructure funding gap that currently exists.	573,603
Municipal Capital Reserve Levy - for the purpose of building cash reserves to help mitigate the Town’s need for future long term debt.	573,603
County Levy	10,717,490
School Board Levy	5,701.294
Total 2018 Levy	\$38,464,483

A breakdown of the tax levies is shown in Schedule “B” to By-law 2018-52.

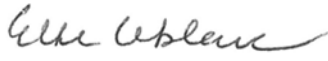
6. CONSULTATIONS:

The Treasurer was consulted on this report.

7. **CONCLUSION:**

By-law 2018-52 which amends By-law 2018-34 passed April 23, 2018, being a By-law to levy and collect taxes for the year 2018 is before Council for adoption in order to levy taxes for the 2018 year.

The total amount to be levied for 2018, excluding local improvements, is \$38,464,483.



Elke Leblanc
Supervisor of Revenue

EL

Report Approval Details

Document Title:	By-law to Amend 2018 Final Tax Rating By-law 2018-34.docx
Attachments:	- 2018 Final Rating By-law 2018-52docx.pdf - By-Law 2018-52 Schedule A.pdf - By-Law 2018-52 Schedule B.pdf
Final Approval Date:	May 3, 2018

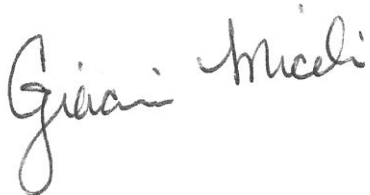
This report and all of its attachments were approved and signed as outlined below:



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 1, 2018 - 11:35 AM



Mark Galvin - May 1, 2018 - 12:13 PM



John Miceli - May 1, 2018 - 3:53 PM



Paula Parker - May 3, 2018 - 10:31 AM

THE CORPORATION OF THE TOWN OF AMHERSBURG

BY-LAW NO. 2018-52

BY-LAW TO AMEND FINAL TAX RATING BY-LAW 2018-34

WHEREAS the Council of the Town of Amherstburg, in accordance with the provisions of the Municipal Act, 2001, S.O. 2001 adopted By-law 2018-34 on April 23, 2018 being a by-law to levy and collect taxes required for the year 2018 for the purposes of the municipality, including sums required by law to be provided for school purposes and for any board, commission or other body;

AND WHEREAS the Council of the County of Essex, passed By-law 10-2018, being a by-law to establish tax ratios for the County of Essex and for all local municipalities within the boundaries of the County of Essex for the year 2017 as follows: Residential/Farm property class is 1.0000; Multi-Residential property class is 1.9554; Commercial property class is 1.082044; Parking Lots/Vacant Land property class is 0.5620; Office Building property class is 1.1640; Industrial property class is 1.9425; Large Industrial property class is 2.6861; Farmlands property class is 0.2500; Pipelines property class is 1.3030; Managed Forests property class is 0.2500; and Landfill property class is 1.047098;

AND WHEREAS the Council of the County of Essex, passed By-law 11-2018, being a by-law to adopt the estimates for the sums required during the year 2018 for the County of Essex and to establish tax rates for same against the local municipalities;

AND WHEREAS the Council of the County of Essex, in said By-law 11-2018 has established tax rate reductions as follows:

- a) vacant and excess lands in commercial property subclasses is 30%;
- b) vacant and excess lands in the industrial property subclasses is 35%;
- c) the first subclass of farmland awaiting development in the residential/farm property class is 75%;
- d) the first subclass of farmland awaiting development in all other classes except residential/farm property class to be calculated as follows:

Percentage Reduction = $100 - [(100-R) / T]$ where,

R is the percentage reduction for the municipality for the first subclass for the residential property class; and

T is the amount equal to the tax rate for the property class divided by the tax rate for the residential property class,

- e) the second subclass of farmland awaiting development for all property classes is 75%;

AND WHEREAS, the Assessment Roll prepared in 2017 and upon which the taxes for 2018 are to be levied, was certified by the Assessment Commissioner on December 12, 2017, the whole of the Assessment for real property, according to the said last assessment roll, is as detailed on Schedule A.

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

1. THAT the rates as outlined in Schedule "B" of By-law 2018-34 be amended as attached hereto and forming part of this By-law.

2. THAT the estimates of the Corporation of the Town of Amherstburg, for the year 2018 be as they are hereby adopted.
3. THAT the sums to be raised by means of taxation for the year 2018 be as follows, subject to the adjustments adopted in the estimates, which adjustments are by law required to be made:
 - a) For general municipal purposes the net levy will be \$20,898,492.86;
 - b) For County purposes the net levy will be \$10,717,490.33;
 - c) For School purposes the net levy will be \$5,701,294.31.
3. THAT there shall be levied and collected upon the whole assessment for real property, according to the last certified assessment roll, the rates of taxation for the year 2018 as set out in Schedule B.
4. Special rates will be applied, in addition to the rates outlined in clause 3 for the purpose of generating revenue for Capital Replacement and Capital Reserves as set out in Schedule B.
 - a) For capital replacement the net levy will be \$573,602.96;
 - b) For capital reserve the net levy will be \$573,602.96.
5. THAT all other rates as provided for in the Statutes of Ontario and in the by-laws of the municipality, be levied and collected in the manner directed and authorized by said Statutes and By-laws.
6. THAT all taxes, local improvements, and other special rates shall be paid into the office of the Treasurer or the Collector of Taxes of the Town of Amherstburg.
7. THAT all taxes, local improvements, and other special rates shall be payable in the following manner and on the following dates:
 - a) All amounts of \$100.00 and under, on or before July 31, 2018 or a date as may be determined by the Treasurer to be in compliance with the Municipal Act,
 - b) All amounts in excess of \$100.00 levied on real property:

Fifty percent on the **31st day of July, 2018;**
Fifty percent on the **31st day of October, 2018**
 - c) In the event that the above dates cannot be adhered to as a result of changes to provisions as may be prescribed by the Province of Ontario, the Treasurer may amend the above dates to comply with the said provisions.
8. THAT a penalty charge of one and one quarter percent (1¼ %) on the first day in which default occurs shall be imposed for non-payment of taxes.
9. THAT a late payment charge of one and one quarter percent (1¼ %) on the first day of each calendar month thereafter on the outstanding taxes due shall be imposed for non-payment of taxes.
10. THAT exception shall be made to clause 8 and 9 above for tax accounts where no penalties or interest have been charged on the account for the previous 3 year period. Said exception to penalty must be requested by the ratepayer and accounts shall be granted a grace period of 15 business days for payment with penalties and interest charges applying as described in clause 8 and 9 above.
11. THAT failure to receive a tax notice does not exempt the property owner from penalty and late payment charges as outlined in clause 8 and 9 above.

12. THAT the Treasurer and the Collector may accept part payment from time to time on account of any installments, provided that acceptance of such part payment shall not affect the collection of the percentage charges imposed under Clause 8 or 9 of this by-law.

13. THAT the Collector may mail or cause to be mailed to the address of the residence, the notice specifying the amount of taxes and local improvement rates payable by such persons.

14. This By-law comes into force and effect upon final passing thereof.

READ A FIRST, SECOND, AND THIRD TIME AND FINALLY PASSED THIS 14th DAY OF MAY 2018.

Mayor – Aldo DiCarlo

Clerk – Paula Parker

TOWN OF AMHERSTBURG

BY-LAW NO. 2018-52

SCHEDULE "A"

PROPERTY CLASS	ASSESSMENT
Residential	1,929,006,441
Res. Farm 1	791,700
Multi-Residential	27,401,865
Commercial - Full	93,017,584
Commercial - Excess Land	3,728,352
Commercial - Vacant Land	4,755,650
Comm. New Const. - Full	10,966,357
Comm. New Const. - Excess Land	76,200
Shopping Centre	19,601,000
Industrial - Full	27,643,268
Industrial - Full Shared PIL	91,000
Industrial - Excess Land	2,391,367
Industrial - Vacant Land	5,591,246
Industrial - New Construction Full	2,012,007
Pipeline - Full	11,798,799
Farm	175,753,776
Managed Forest	740,950
TOTAL	2,315,367,562



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF CORPORATE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Justin Rousseau & Bobbi Reive	Report Date: April 23, 2018
Author's Phone: 519 736-0012 ext. 2259	Date to Council: May 14, 2018
Author's E-mail: jrousseau@amherstburg.ca & breive@amherstburg.ca	Resolution #: NA

To: Mayor and Members of Town Council

Subject: 2017 Year End Budget to Actual Summaries and Transfers

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Treasurer and Financial Planning Administrator dated April 23, 2018 regarding the 2017 Year End Budget to Actual Summaries and Transfers for taxation, water and wastewater rate funded budget centres **BE RECEIVED;**
2. The Treasurer **BE AUTHORIZED** to transfer \$59,796.90 to the Working Capital Reserve for consulting fees in the CAO budget centre;
3. The Treasurer **BE AUTHORIZED** to transfer \$112,015 to the General Reserve Fund for the proceeds of sale of the building lots at the old water tower site per Policy ECDEV-RP-POL01 Disposition of Surplus Town Property;
4. The Treasurer **BE AUTHORIZED** to transfer \$21,871 to the Working Capital Reserve from the Essex County Library Surplus received in 2017 and not spent under the Non-Departmental Budget Centre;
5. The Treasurer **BE AUTHORIZED** to transfer \$30,833 from the Police Reserve to offset the cost of the Joint Police Advisory Committee (JPAC);
6. The Treasurer **BE AUTHORIZED** to transfer \$100,000 from the Libro Centre Reserve to offset additional unexpected expenditures in refrigeration and mechanical expenses in the Libro Budget Centre;

7. The Treasurer **BE AUTHORIZED** to transfer from \$59,434 from the Tax Stabilization Reserve to fund the 2017 taxation funded deficit;
8. The water deficit of \$17,368 **BE APPLIED** as a transfer of \$17,368 from the water surplus reserve; and,
9. The wastewater fund surplus of \$201,210 **BE APPLIED** to the wastewater surplus reserve.

2. BACKGROUND:

The Town's budget is established by Council each year for operating and capital purposes as required under the Municipal Act. Council approves both i) a cash based budget, used for determination of the annual tax levy requirement and user rate impacts and ii) an accrual based budget required under PSAB standards for reporting in the annual financial statements.

The cash based budget estimates are based on Council direction, economic trends and the best estimates and information available at the time. The actual expenditures and revenues in the various budget centres are monitored by Administration in relation to the approved budget on an ongoing basis. The year to date and projected results to the end of the year are reported to Council quarterly.

3. DISCUSSION:

This report is provided to advise Council of the results for the 2017 fiscal year in relation to the cash based budget, the following is a breakdown of the major variances by department:

CAO

The CAO Office has an overall surplus of \$24,319 the bulk of the surplus comes from a positive variance in the CAO Professional Fees. There are numerous projects that the CAO office works on during the year that require professional fees. Many of these are on-going from year to year and the billing of the fees can cause timing issues for budgets. With the 2016 year end, administration and council established the practice of moving the surplus of these fees into the working capital reserve for use in the upcoming year to mitigate significant fluctuations in future budgets.

Fire

As previously reported to Council, the (\$281,558) deficit is primarily due to salary and benefits shortfall of (\$235,284). The salary and benefits deficit is a result of a few factors. Volunteer Salaries was over budget by over \$105,000 due to increased attendance at calls and increased numbers of medical responses in 2017. Overtime in the first half of 2017 as the current full-time firefighters worked to cover weekend vacancies due to an open full-time position. The additional position was vacant for the first half of the year, resulting in further overtime requirements. The position was

approved by Council in 2017 however administration did not capture the full cost associated with the staff addition in 2017, this further contributed to the deficit.

Staffing costs and overtime costs were recalculated and corrected in the 2018 budget process. Administration and Council have also entered into a new tiered response agreement and began a new pilot project with regards to medical responses.

Volunteer attendance for training was close to 90% which has not occurred in the past. This however, had a negative impact on the budget, as the budget was determined using historical data and trends. Firefighting training costs added (\$18,607) to the overall AFD deficit.

Additionally, the (\$10,683) uniform deficit also contributed to the department's negative variance. Fifteen new volunteer hires started in 2017, requiring Class C uniforms and Class B station uniforms. Class A dress uniforms are provided after completion of one year probation, which has been reflected in the 2018 budget. The new Training Officer position and the hiring of the new Fire Chief also impacted the 2017 budget. The cost to provide each firefighter with the required Class A, B and C uniforms is \$1,325 and for an Officer, the cost is \$1,500. These costs are in addition to the personal protective equipment (PPE) such as bunker gear and boots.

Corporate Services

The Corporate Services \$156,883 year-end surplus is attributed to salary & benefits due to two, long term sick leaves at the manager level.

Planning, Development & Legislative Services

The Building Department recognized a revenue surplus of \$165,515 almost entirely resulting from building permits. The department issued 366 permits in 2017.

The Licensing and Enforcement division contributed \$20,956 to the overall department surplus. Permit revenue at year-end was in a \$10,212 surplus and \$10,745 additional surplus of various expense line items, including salaries and benefits.

The Planning, Development & Legislative Services department ended the year with a surplus of \$188,582.

Parks, Facilities, Recreation and Tourism

The Department finished the year in a (\$175,207) deficit position. Salary and Benefit accounts were is a \$241,262 surplus at year-end, for the whole department. The Executive Director position remained open, which is the main contributing factor to the salary surplus across the five divisions.

The Facilities division recognized a (\$35,444) negative variance in building maintenance costs. This deficit is attributed to repairs to aging infrastructure and global janitorial expenses.

Corporately, utility costs were (\$202,837) over budget. Overall, utility costs increased to \$876,837 which is \$87,323 over the prior year actual costs. The largest area of increase is the Libro Centre, where utility costs were \$72,207 higher in 2017 over 2016. The issue is a twofold issue; usage is up slightly because the mechanical equipment is now operating to its design standard, but the larger issue is that of rates. The Town uses LAS a division of AMO to buy energy cost on a bulk hedging method, in order to lower cost. The cost even using these cost reduction methods have increased significantly at the Libro Centre over the rates in 2016. The global adjustment per kWh increased from 6.959999 cents to 12.48033 from September of 2016- September of 2017. The utility budgets were adjusted in the 2018 Operating Budget, which should alleviate the variances. Administration performed a preliminary review to see if the LAS program is providing the best rates and it appears to be, however a more detailed review is needed.

The Libro Centre refrigeration issues were reported to Council throughout the year and were over-budget (\$255,983) at the end of the year. This report includes a recommendation to partially offset the Libro Centre deficit with a \$100,000 transfer from the Libro reserves.

The Recreation division (\$61,670) year-end deficit is due to both a (\$19,586) shortfall in revenue and operating expenses, overspent by (\$42,084). The birthday party rental surplus of \$8,225 fully offset the (\$8,227) shortfall in special events. An overall day camp and programming loss of (\$10,402) and (\$12,864) in other unrealized revenue budgets are partially offset by \$3,682 surplus in grant funding.

The net budget for operating the concession (including food costs, staffing and sales) is \$13,352, however, the concession operation closed the year with a net cost of \$49,259. However, this includes unspent equipment and repairs budget of \$8,640.

Although the Tourism division expenses were (\$43,690) over budget, which included unbudgeted staff to assist with events. The revenue surplus of \$17,627 helped to offset these costs, and the division closed the year with a (\$26,063) deficit. It should be noted, that the Town of Amherstburg enjoyed a very festive Canada150 season with an estimated 80,000 visitors.

Engineering & Public Works

The (\$269,921) deficit in the department is caused by several factors.

Environmental Services finished the year with a (\$37,282) deficit due to the new garbage collection contract. However, the surplus realized in Refuse – Land Tipping Fees, helped to offset the contract deficit. Land Tipping Fees were lower in 2017 which is a result of the reduction in refuse going to the landfill.

Streetlight utility costs closed the year in a (\$103,008). The RFP for the LED Program closed December 19, 2017 and expected to be fully implemented in 2018, which will result in reduced streetlight utility costs.

Winter Control costs had a negative impact on the Public Works budget. Overtime, gasoline, equipment and supplies collectively resulted in a (\$171,235) year-end deficit.

This deficit in winter control also contains all costs to implement the sidewalk clearing pilot project, including the equipment rentals and purchase of some equipment required to complete the work.

Global Expenses, Tax Write Off's & Supplementary Taxes

The Municipal Tax Write Offs closed the year with a (\$269,348) deficit. The Town has dealt with the results of numerous Assessment Review Board (ARB) appeals dealing with industrial and commercial properties. The outcome of these appeals has resulted in substantial reductions, which unfortunately the Town has no control over. The outcome from ARB appeals resulting in substantial write offs reinforces the need for a tax stabilization reserve fund as these results are often unpredictable making them difficult to project.

Although the tax write offs are significant, these are partially offset by Supplementary Taxes which closed the year with a surplus of \$197,269.

Contained within Global Expenses is income from the sale of the last remaining lots on the old water tower site, the proceeds from sale are \$112,015. A corresponding reserve transfer to the town's capital reserve fund has also been made as it has been practice to deposit all funds from land sales into reserves for use at a later date.

Also contained within the Global Expenses is income from the library board for funds not used during the strike. The Town received income of \$92,396 and at year end had used \$70,525 of those funds for updates to the library structure and parking lot. The balance of the funds is going to be expended in 2018 for on-going repairs at the library.

Police

The Amherstburg Police Department finished the year with a \$72,643 surplus.

Salary & benefits experienced a surplus of \$91,474. The Sick Bank Reduction was not fully utilized, and contributed a surplus of \$35,297. The 2017 budget included an increase of \$25,000 in Part-time wages however the part-time staff was not hired until the end of the year, resulting in a \$25,304 surplus. The remainder of the salary & benefits surplus is attributed to an overall short-term disability credit.

The (\$96,299) Professional and Consulting Fees year-end deficit is which is attributed to legal expenses for labour issues, which are now resolved. These costs are partially offset by a \$56,164 revenue surplus in the form of grant funding.

The year-end surplus includes a \$30,833 transfer from the Police Reserve, for JPAC expenses. The use of the police reserve to fund this one-time cost is deemed to be the most prudent way to mitigate this additional cost.

It should be noted that at the conclusion of 2016 Council Approved the Transfer of \$292,290.52 to the Police Reserve to cover the capital cost for the transition to Windsor Dispatch. At year end the transition of Windsor was completed at a cost of \$300, 701.00 This has been funded by the police reserve as approved in the 2016 year end budget to actual summaries and transfer report.

Water

The Water year end deficit of (\$17,368) is due primarily to lower than expected consumption.

Waste Water

The Waste Water surplus of \$201,210 is primarily due to a sewer surcharge surplus and a surplus in the OCWA contract budget lines.

Capital

Appendix A provides a summary status of all projects within each Department and further provides detail relative to any projects which are have a surplus or deficit balance upon completion. It is important to emphasize that all surpluses for open projects are based on the current status of the project and not projected variances for those projects.

Overall, there were currently 42 capital projects that open/active throughout the year. The details of the surpluses and deficits are laid out in a table which can be found in the Financial Matters section of this report.

Appendix B and Appendix C provide the financial status (as at December 31, 2017) for the Water and the Waste Water Capital project lists for your review.

4. RISK ANALYSIS:

N/A

5. FINANCIAL MATTERS:

The following table provides a summary of the 2017 year-end variances for the Town Departments.

	2017 Budget (net)	2017 YE ACTUALS	2017 YE VARIANC E
<u>Budget Centre</u>			
Council	199,287	184,592	14,695
CAO Office	443,968	419,649	24,319
Clerk	454,381	418,981	35,400
Human Resources	394,397	374,189	20,208
Fire	1,589,005	1,870,563	(281,558)
Corporate Services	2,080,538	1,923,655	156,883
Planning, Development & Legislative Services	756,052	567,470	188,582
Parks, Facilities, Recreationand	3,176,570	3,351,777	(175,207)

Culture			
Engineering & Public Works	3,335,494	3,605,415	(269,921)
Police	5,594,016	5,530,373	63,643
Retiree Benefits	382,727	397,831	(15,104)
Non-Departmental Revenue & Global Expenses	(1,109,224)	(1,120,011)	10,787
Long Term Debt Payments	1,572,735	1,562,416	10,319
Transfer to Capital	1,505,000	1,505,000	0
Local Improvements	(46,937)	(25,252)	(21,685)
Taxes Levied	(20,108,009)	(20,089,945)	(18,064)
Supplementary Taxes	(220,000)	(417,269)	197,269
	0	59,434	(59,434)
Water	0	(17,368)	(17,368)
Wastewater	0	201,210	201,210

The recommended reserve transfers in this report have been applied to the figures in the chart above, with the exception of the year end closing reserve transfers.

Several variance concerns were addressed in the 2018 Operating Budget, which should reduce the risk of continued variances in those areas. For example, Council approved increased budgets for part-time staffing at the Libro and increased budgets for utility expenses. These were two areas that had significant deficits over the past two years.

Capital- Town

There were 42 active or open capital projects in 2017. At year-end, 27 projects are complete and are ready to be closed. The remaining 15 projects will remain open in 2018 until complete.

The following table summarizes all 2017 active projects, how many are complete and will be closed, and how the remaining projects are trending financially.

NUMBER OF PROJECTS	2017 YE STATUS	VARIANCE As at Dec 31, 2017	AMOUNT Surplus/(Deficit)
11	Complete and To be closed	On-budget	\$0
9	Complete and To be closed	Surplus	\$608,774 *
7	Complete and To be closed	Deficit	(\$52,893)
10	Active and On-going	Surplus	\$1,382,528 **
5	Not started	Surplus	\$1,480,000 **

* The largest surplus in capital projects was the construction of Meloche Road, the funding source for the none grant portion of this project was to be long term debenture, this outcome will allow the Town to not issue as much debenture as originally forecasted.

**The surplus amounts noted for the active and on-going projects and those projects that remain to be started are the year-end financial positions, not the expected variances when those projects are completed and closed

Capital- Water & Waste Water

There were 19 active or open capital projects in 2017 for Water & Wastewater. At year-end, 9 projects are complete and are ready to be closed. The remaining 10 projects will remain open in 2018 until complete.

The following table summarizes all 2017 active projects, how many are complete and will be closed, and how the remaining projects are trending financially.

NUMBER OF PROJECTS	2017 YE STATUS	VARIANCE As at Dec 31, 2017	AMOUNT Surplus/(Deficit)
0	Complete and To be closed	On-budget	\$0
8	Complete and To be closed	Surplus	\$97,438
1	Complete and To be closed	Deficit	(\$7,456)
8	Active and On-going	Surplus	\$9,464,919 **
2	Not started	Surplus	\$50,000 **

**The surplus amounts noted for the active and on-going projects and those projects that remain to be started are the year-end financial positions, not the expected variances when those projects are completed and closed

6. CONSULTATIONS:

The Supervisor of Accounting was consulted with regards to this report.

7. CONCLUSION:

The 2017 Year-end, (\$59,434) Operating deficit represents approximately 0.2% of the total gross budget, after the use of approved and/or recommended reserve funding. Should Council approve, this deficit will be funded from the Tax Stabilization Reserve Fund, which will have a \$1,471,027 year-end balance.

With regards to water operations The 2017 Year-end, (\$17,368) Operating deficit represents approximately 0.3% of the total gross budget. Should Council approve, this deficit will be funded from the water surplus reserve, which will have a \$ 165,376 year-end balance.

With regards to waste water operations The 2017 Year-end, \$201,210 Operating Surplus represents approximately 3.2% of the total gross budget. Should Council approve, this surplus will be transferred to the waste water surplus reserve, which will have a \$ 1,449,898 year-end balance.

There were 27 projects completed in 2017, with a \$555,882 net surplus position. A comprehensive review on all open/active capital projects indicates that overall, the 16 projects are currently in an overall \$2,862,528 net surplus position moving into 2018.

In water and wastewater there were 9 projects completed in 2017, with an \$89,982 net surplus position. A comprehensive review on all open/active capital projects indicates, the overall the 10 projects are currently in an overall surplus position moving into 2018.



Justin Rousseau
Treasurer

JR

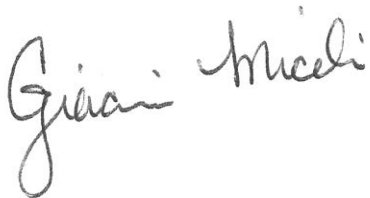
Report Approval Details

Document Title:	2017 Year End Budget to Actual Summaries and Transfers.docx
Attachments:	- APPENDIX A.pdf - 2017 Capital Statusww.pdf
Final Approval Date:	May 9, 2018

This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 2, 2018 - 4:30 PM



John Miceli - May 7, 2018 - 11:16 AM



Paula Parker - May 9, 2018 - 10:26 AM

APPENDIX A

Capital Status Report - Town

as at, December 31, 2017

Department	Budget Year	Project	Funding Source	Project Lead	Budget	Actuals	Variance	Project Status	YE Open/Close
Eng./PW	2017	Compact Tractor/Mower/Snow Blower	2017 Operations	EC		23,405	(23,405)	Project can be closed. Council approved Winter Sidewalk Pilot Project equipment.	Close
Eng./PW	2016	Pedestrian Bridge (Sucker Creek)	OCIF	TH	87,000	98,054	(11,054)	Project can be closed. PROJECT COMPLETE	Close
Parks	2017	CoAn Park Improvement	2017 Pay-As-You-Go	JR	15,000	23,014	(8,014)	Project can be closed. Purchased a tractor and repairs to Pavilion.	Close
Eng./PW	2017	Sidewalk Replacement Program	2017 Pay-As-You-Go 2018 Capital Pre-commitment	EC	143,000	147,884	(4,884)	Project can be closed. PROJECT COMPLETE. Council approved extra work, with a \$93,000 pre-commitment for 2018 Capital Budget, which is reflected in these figures.	Close
Eng./PW	2017	Tar & Chip Program	Federal Gas Tax and 2017 Pay-As-You-Go	EC	200,000	203,777	(3,777)	Project can be closed. PROJECT COMPLETE	Close
Eng./PW	2017	Electric Charging Stations	2016 Fleet Reserves	EC	65,592	66,654	(1,062)	Project can be closed. PROJECT COMPLETE	Close
Building	2017	Building Dept Vehicle	Fleet Reserves	EC	30,000	30,697	(697)	Project can be closed. PROJECT COMPLETE	Close
CAO	2017	Bellevue Costs	Debt/Grants/Donations	GM	21,990	21,990	-	Project can be closed. Pre-engineering work. This is funded by the Amherstburg Community Foundation. Budgeted from these funds as needed.	Close
Police	2017	Dispatching Equipment	Police Reserve	TB	300,701	300,701	-	Project can be closed. Project complete. Dispatch went live Dec 15.	Close
CAO	2016	Bellevue Mortgage Payments	2017 Pay-As-You-Go	JR	200,000	200,000	-	Project can be closed. Complete as budgeted.	Close
IT	2017	IT Reserve Transfer	2017 Pay-As-You-Go	NR	123,000	123,000	-	Project can be closed. Complete as budgeted.	Close
Police	2017	Police Reserve-Vehicles & Equipment	Police Reserve	TB	149,630	149,630	-	Project can be closed. Complete as budgeted.	Close
Eng./PW	2017	Culvert Replacement over Shaw Drain N	2017 Tax Rate	SM	32,000	32,000	-	Project can be closed. PROJECT COMPLETE	Close

Capital Status Report - Town

as at, December 31, 2017

Department	Budget Year	Project	Funding Source	Project Lead	Budget	Actuals	Variance	Project Status	YE Open/Close
Eng./PW	2017	Compact Tractor/Mower/Snow Blower	2017 Operations	EC		23,405	(23,405)	Project can be closed. Council approved Winter Sidewalk Pilot Project equipment.	Close
Eng./PW	2017	DiCecco Drain No.1 and Branch No. 1	2017 Tax Rate	SM	34,749	34,749	-	Project can be closed. PROJECT COMPLETE	Close
Eng./PW	2016	Dufour Drain Improvements		TH	125,000	125,000	-	Project can be closed. PROJECT COMPLETE	Close
Eng./PW	2015	Ouellete Drain Improvements		TH	159,336	159,336	-	Project can be closed. PROJECT COMPLETE	Close
Eng./PW	2016	CWATS	2017 Pay-As-You-Go	TH	186,031	186,031	-	Project can be closed. PROJECT COMPLETE	Close
Eng./PW	2015	North Towerline Drain Imp From Con 5N	Reserves - Working Capital	TH	25,641	25,641	-	Project can be closed. PROJECT COMPLETE	Close
Eng./PW	2017	Replace R610 1997 Pickup	2017 Pay-As-You-Go & Fleet Reserve	EC	35,000	34,617	383	Project can be closed. PROJECT COMPLETE	Close
Eng./PW	2015	Replace R212 Sign Truck	Reserves from 2015 Capital Budget	EC	95,675	93,925	1,749	Project can be closed. PROJECT COMPLETE	Close
Eng./PW	2017	Drainage Superintendent Pick up	Pay-As-You-Go	EC	35,000	31,199	3,801	Project can be closed. PROJECT COMPLETE	Close
Facilities	2017	Demolition of Arena	2017 Pay-As-You-Go	SL	150,000	144,504	5,496	Project can be closed. PROJECT COMPLETE	Close
HR	2017	Health and Safety	2017 Pay-As-You-Go	MR	50,000	33,664	16,337	Project can be closed. A van was purchased for Fire. The Deputy Chief vehicle was a health and safety concern, due to Carbon Dioxide emissions causing alarms.	Close
Eng./PW	2017	2017 Road Repairs Program	2017 Federal Gas Tax	EC	150,000	129,144	20,856	Project can be closed. PROJECT COMPLETE	Close
Eng./PW	2016	Engineering for 2017 projects	Pay-As-You-Go	TH	50,000	27,487	22,513	Project can be closed. PROJECT COMPLETE	Close
Eng./PW	2017	Culvert #7 6th Conc. S. over Albert Mcgee Drain	OCIF	TH	261,671	207,702	53,969	Project can be closed. PROJECT COMPLETE	Close
Eng./PW		Meloche Road	46% will be grant to a max of \$2M. The remainder will be debt and Federal Gas Tax	TH	4,324,800	3,841,130	483,670	Project can be closed. PROJECT COMPLETE	Close
Facilities	2017	Removal of underground gas tanks	2017 Pay-As-You-Go	EC	480,000	460,998	19,002	One invoice of approx. \$5000 for final engineering report, to be received in 2018.	Open

Capital Status Report - Town

as at, December 31, 2017

Department	Budget Year	Project	Funding Source	Project Lead	Budget	Actuals	Variance	Project Status	YE Open/Close
Eng./PW	2017	Compact Tractor/Mower/Snow Blower	2017 Operations	EC		23,405	(23,405)	Project can be closed. Council approved Winter Sidewalk Pilot Project equipment.	Close
Eng./PW	2017	Engineering for South W. Quadrant of Town	2017 Pay-As-You-Go	TH	75,000	53,735	21,265	Further engineering work for the waste water component was brought forward to Council and will occur 2018	Open
Facilities	2017	Carnegie Library	Essex County - Library funds	SL	92,396	70,525	21,871	Parking Lot complete, revenue received from the County. Remaining funds to be spent in 2018 towards wall repairs	Open
Eng./PW	2017	Engineering for 2018 projects	2017 Pay-As-You-Go	TH	50,000	21,297	28,703	RFQ awarded and investigations commenced.	Open
CAO	2016	Records Retention	2016 Capital Reserve Contribution	PP	50,000	7,347	42,653	Scanner/printer and various wiring done at Thomas Rd. Future works include continuation of the laserfiche/Tomrms project and an archival partnership with The Marsh Collection.	Open
Eng./PW	2015	Traffic Signal Control Cabinet	Federal Gas Tax	EC	75,000	-	75,000	This is an ongoing program and work is in progress	Open
Parks	2017	Tennis Courts Resurfacing	2017 Pay-As-You-Go	AZ	150,000	68,201	81,799	Anderdon and Malden tennis courts were completely resurfaced. The remaining funds in this project will be used for annual maintenance for the courts and windscreen purchase in 2018.	Open
CAO	2016	Duffy's Purchase	Reserves	GM	1,675,000	1,590,782	84,218	Demolition is complete. Moving forward with site assessment review with Engineering Consultant, which the Town has received a grant. This project is on-going.	Open
Eng./PW	2017	New Sidewalk Installation - Sandwich St	2017 Pay-As-You-Go - \$50,000, 2018 Pay-As-You-Go - \$35,000	TH	85,000	-	85,000	Work to be completed in 2018.	Open

Capital Status Report - Town

as at, December 31, 2017

Department	Budget Year	Project	Funding Source	Project Lead	Budget	Actuals	Variance	Project Status	YE Open/Close
Eng./PW	2017	Compact Tractor/Mower/Snow Blower	2017 Operations	EC		23,405	(23,405)	Project can be closed. Council approved Winter Sidewalk Pilot Project equipment.	Close
IT	2015/2016	Software Solutions - Financial Systems	Capital Reserves	JR	315,000	144,622	170,378	Town Began working on City View implementation, also has completed Vadim Software Upgrade, and Citywide AMP program. H & S/ HR Software has been delayed due to staffing shortages in IT.	Open
Eng./PW	2017	Unit 305 1995 8 Ton Dump Truck Replacement	2017 Pay-As-You-Go	EC	320,000	-	320,000	Tender completed Truck on Order, waiting for delivery. Invoice to be paid in 2018.	Open
Eng./PW	2017	Bridge 3008 River Canard at Conc 2	OCIF	TH	364,000	20,975	343,025	Report was approved by Council for additional funding, which is not reflected in this report.	Open
Eng./PW	2017	LED Street Lighting Upgrade Program	2017 Pay-As-You-Go - \$50,000, this program is designed for a long term financing payback	TH	450,000	-	450,000	Award of RFP is complete. Work to begin in 2018.	Open
Fire	2017	Funds for the Replacement of Engine 1	2017 Tax Rate - \$150,000, 2016 Fire Equipment Reserve - \$150,000, 2018 - \$150,000, 2019 - \$100,000	EC	550,000	-	550,000	Report to Council in 2018.	Open
Eng./PW	2017	Sandwich/Pickering Intersection Improvements	Total Project is \$950,000. Funded from: Pay-As-You-Go - \$19,466 OCIF - \$180,534 2017 Gas Tax - \$337,700 2018 Gas Tax - \$412,299	TH	950,000	380,384	569,616	Traffic signals are 90% complete., curbing is complete. milling and paving is outstanding as well as the sidewalk improvements.	Open
					12,732,212	9,290,397	3,441,815		

Capital Status Report - Water Department

As At December 31, 2017

Project		Budget Amount	To-Date Actuals (Completed capital & Wip)	Variance		
Project	Manager	Funding Source	\$	As At December 31, 2017		Comments
Pickering Watermain Upgrade		2015 Rate - 2015 portion reserved	20,000	14,895	5,105	Positive Variance in the Working Capital Reserve
Pickering Street Watermain Upgrade from Sandwich to King. Replacement of existing 12" ductile iron to class 150 DR 18 PVC.			1,100,000	398,872	701,128	Watermain work completed less debt to be issued for work. Work still ongoing on road surface
Reservoir Replacement Phase 1. Replacement of existing 14,800 cubic metre reservoir. (Phase 2 of project will be the replacement of 2 - 7,400 cubic metre cells- to be completed after Phase 1.)			4,403,059		4,403,059	Currently on Hold
Low Lift Pump Variable Frequency Drive (VFD) Installation		2017 Rate Funding and reserve	30,000	37,456	- 7,456	Over budget, funding of over budget project was offset with positive Variances in the Working Capital Reserve.
High Lift No. 1 Pump Upgrade. New motor, pump rebuild, replace check valve, new pump controls and VFD		2016 Rate Funding - Reserved	80,000	41,645	38,355	Positive Variance in the Working Capital Reserve
Vehicle Replacement - Unit WM-05. 2006 GMC Truck used for servicing and locates- Budget \$40,000 - 60% Water 40% Sewer		2017 Rate funding	24,000	20,787	3,213	Purchased Positive Variance in the Working Capital Reserve
Equipment Replacement - Unit WM-09 2004 John Deere backhoe. Replace with new backhoe- Budget \$140000 - 60% Water 40% Sewer		2017 Rate funding	84,000	76,585	7,415	Purchased Positive Variance in the Working Capital Reserve

Unencumbered Capital Reserve

5,741,059	590,239	5,150,820
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Capital Status Report - Wastewater Department

As At December 31, 2017

Project		Budget Amount	To-Date Actuals (Completed capital & Wip)	Variance		
Project	Manager	Funding Source	\$	As At December 31, 2017		Comments
New Forcemain & Pump Station		Debt	2,675,000	546,431	2,128,569	Work still on-going and project in engineering.
AWWTP - Inflow & Infiltration Engineering		Rate funded	360,000	182,755	177,245	Work still on-going and project in engineering.
AWWTP - Inflow & Infiltration Program		Rate Funded and Reserves	600,000	77,495	522,505	Work still on-going and project in engineering.
McGregor Lagoon Cleaning of Cell 1, 2 and 3. Cell #1 completed.		2016 Rate Funding - Reserved	600,000	476,682	123,318	additional work still on-going into 2018
Construct walkway over scum tanks		Rate funded	30,000		30,000	Work yet to start
Epoxy coating of weirs		Rate funded	20,000		20,000	Work yet to start
Pump Stations - Upgrade Electric		Rate funded	120,000	90,562	29,438	Positive Variance in the Working Capital Reserve
Edgewater Lagoon Decommissioning		Grant funding, reserve funding	1,055,000		1,055,000	Work still on-going and project in engineering, to be done after Forcemain construction
MCG WW Lagoon System - Inflow & Infiltration Program		Rate funded	400,000	45,905	354,095	Work still on-going and project in engineering.
McLeod PS #2 pump replacement		Rate funded	15,000	6,682	8,318	Positive Variance in the Working Capital Reserve
Vehicle Replacement - WM-05: 2006 GMC Truck used for servicing and locates- Budget \$40,000 - 60% Water 40% Sewer		Rate funded	16,000	15,349	651	Purchased Positive Variance in the Working Capital Reserve
Equipment Replacement - Unit WM-09 2004 John Deere backhoe. Replace with new backhoe- Budget \$140000 - 60% Water 40% Sewer		Rate funded	56,000	51,057	4,943	Purchased Positive Variance in the Working Capital Reserve
					-	

Unencumbered Capital Reserve

5,947,000	1,492,918	4,454,082
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THE CORPORATION OF THE TOWN OF AMHERSTBURG
OFFICE OF PARKS, RECREATION & CULTURE

MISSION STATEMENT:

Author's Name: Annette Zahaluk	Report Date: April 3, 2018
Author's Phone: 519 736-3664 ext. 2317	Date to Council: May 14, 2018
Author's E-mail: azahaluk@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

**Subject: Memorandum of Understanding (MOU) – Grass Cutting Operations
Wyandotte Cemetery**

1. RECOMMENDATION:

It is recommended that:

1. The report from the Manager of Parks & Naturalized Areas dated April 3, 2018, regarding Memorandum of Understanding – Grass Cutting Operations Wyandotte Cemetery **BE RECEIVED**; and,
2. **By-law 2018-40** being a by-law authorizing the execution of a Memorandum of Understanding between the Corporation of the Town of Amherstburg and the Indigenous and Northern Affairs Canada – Ontario Region regarding maintenance of Wyandotte Cemetery be read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

2. BACKGROUND:

In 2013, the Ministry had concern for providing the appropriate level of care to the historic Wyandotte Cemetery. Due to this concern, the Town of Amherstburg entered into a Memorandum of Understanding (MOU) with the Ministry to provide routine grass cutting and trimming at the site. This has been a successful partnership and the cemetery has received more direct attention as a result.

3. DISCUSSION:

The Manager of Parks contacted the Ministry in March 2018 to confirm its willingness to continue the MOU for grass cutting operations at the Wyandotte Cemetery for the 2018

season. The Ministry acknowledged that it would like the Town of Amherstburg to continue to provide routine maintenance.

Under the Memorandum of Understanding the Town will provide routine maintenance on a weekly basis beginning April 16, 2018 and ending November 24, 2018 (weather permitting). Work will consist of:

- Grass cutting and trimming
- Tree pruning as required
- Litter pick-up and disposal on a weekly basis; and
- Fertilizing of grass areas twice a year

4. RISK ANALYSIS:

The Wyandotte Cemetery contains grave sites dating back to 1856 and features a tall prism monument to Chief Joseph White (1808-1885), the last chief of the Wyandotte. The MOU for routine maintenance of the Wyandotte Cemetery provides a partnership between the Town of Amherstburg and the Indigenous and Northern Affairs Canada – Ontario Region. Since the Town's involvement in the maintenance of the cemetery, there has been increased interest in visits to the cemetery. If Council wishes to forgo the MOU for this season, there is a risk that the Indigenous and Northern Affairs Canada – Ontario Region will be negatively affected by the decision.

5. FINANCIAL MATTERS:

The Ministry will pay the Town \$ 4861.76 + HST, which includes a 2% annual increase, payable in weekly installments of \$ 151.93 for the 32-week period. Maintenance costs for the cemetery are managed under the normal operating budget of the Parks Division with no increase to its budget necessary to accommodate this work.

6. CONSULTATIONS:

Representative from the Indigenous and Northern Affairs Canada – Ontario Region was consulted on this report.

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7. **CONCLUSION:**

This MOU offers a positive partnership between the Town of Amherstburg and Indigenous and Northern Affairs Canada – Ontario Region. Amherstburg prides itself on its history and Wyandotte Cemetery dates back to 1856. Maintaining this Cemetery benefits the Ministry, Amherstburg and its residents.

Annette Zahaluk

Annette Zahaluk

Manager of Parks & Naturalized Areas

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE CORPORATION OF THE TOWN OF AMHERSTBURG

AND

INDIGENOUS SERVICES CANADA – ONTARIO REGION

PROJECT TITLE: Maintenance of the Wyandotte Cemetery

CONTACTS: Annette Zahaluk
Manager of Parks and Facilities
The Corporation of the Town of Amherstburg
271 Sandwich St. South
Amherstburg, Ontario N9V 2A5

Indigenous and Northern Affairs Canada (INAC)
Jennifer Mortensen, A/Manager Administration
Ontario Region
100 Anemki Place, Suite 101
Fort William First Nation, ON
P7J 1A5
Tel: (807) 624-5906
Fax: (807) 623-3536

MAXIMUM AMOUNT:

The maximum payable under this agreement shall not exceed the amount of \$ 4861.76 + HST.

SCOPE OF WORK:

Work to commence (weather permitting) April 16, 2018 through to November 24, 2018.

Work to consist of:

Grass cutting and trimming,
Miscellaneous tree pruning as required,
Litter pick-up and disposal on a weekly basis,
Fertilizing of grass areas twice during the agreement time frame (May and September)

DURATION:

The agreement shall cover 32 weeks of work for the period from April 16, 2018 to November 24, 2018.

SCHEDULE AND BASIS FOR PAYMENT:

INAC's total obligation under this agreement will not exceed \$ 4861.76 + HST. This amount is broken down to \$ 151.93 per week for the period of 32 weeks. If the cost or duration exceeds the 32 weeks or the \$ 4861.76 + HST, or if there is a requirement of any work over and above this agreement, costs must be pre-authorized in writing by, Jennifer Mortensen, A/Manager Administration. Failure to obtain pre-authorization will result in non-reimbursement. Payment shall be made monthly, based on the agreed price and receipt of invoice.

INAC FINANCIAL CODING:

9404.A045B.ND00.122.54819

AMENDMENT:

This agreement may only be amended by the mutual consent of both parties.

CERTIFICATION:

The undersigned have the required delegated signing and spending authorities to accept the agreement on behalf of the Crown and Corporation:

On behalf of the Indigenous and Northern Affairs Canada:

Jennifer Mortensen
A/Manager Administration

Date

On behalf of the Corporation of the Town of Amherstburg:

Aldo DiCarlo
Mayor

Date

Paula Parker
Municipal Clerk

Date

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2018-40

By-law authorizing the execution of a Memorandum of Understanding between the Corporation of the Town of Amherstburg and the Aboriginal Affairs and Northern Development – Ontario Region regarding Maintenance of Wyandotte Cemetery

WHEREAS under Section 8 of the Municipal Act 2001, S.O., 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act.

AND WHEREAS under Section 9(1) (a) and (b) of the Municipal Act 2001, S.O., 2001, c. 25, as amended, Section 8 shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues;

AND WHEREAS the Council of The Corporation of the Town of Amherstburg deems it expedient to enter into an agreement between the Town of Amherstburg and the Aboriginal Affairs and Northern Development – Ontario Region in order to enter into an MOU regarding Maintenance of the Wyandotte Cemetery;

NOW THEREFORE the Council of The Corporation of the Town of Amherstburg enacts as follows:

1. That the Council of The Corporation of the Town of Amherstburg agrees to enter into the Memorandum of Understanding as attached hereto as Schedule “A” to this By-law.
2. That the Mayor and Clerk are hereby authorized to sign and seal said agreement on behalf of The Corporation of Town of Amherstburg.
3. That By-law 2017-30 be hereby repealed;
4. This By-law shall come into force and take effect immediately upon the final passing thereof.

Read a first, second and third time and finally passed this 14th day of May, 2018.

ALDO DICARLO, MAYOR

PAULA PARKER, CLERK



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PARKS, FACILITIES, RECREATION & CULTURE

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Anne M. Rota	Report Date: May 3, 2018
Author's Phone: 519 730-1309	Date to Council: May 14, 2018
Author's E-mail: arota@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Amherstburg Branding Strategy – RFP Results

1. RECOMMENDATION:

It is recommended that:

1. The report from the Manager of Tourism and Culture dated May 3, 2018, regarding the Amherstburg Branding Strategy – RFP Results **BE RECEIVED**; and,
2. An agreement with Cinnamon Toast New Media Inc. to complete the Amherstburg Branding Strategy **BE AUTHORIZED** at a cost not to exceed \$75,000.00 plus H.S.T. and the Mayor and Clerk **BE AUTHORIZED** to execute all documentation in relation to the Cinnamon Toast New Media Inc. Agreement.

2. BACKGROUND:

On December 12th, 2017, Council approved up to \$80,000 for the Amherstburg Branding Strategy within the 2018 Capital Budget.

The proposed branding strategy will guide Amherstburg into a successfully integrated marketing and promotions plan that will be competitive with current and developing market trends. This will include a strong online and social media communications program with campaigns to raise the profile of Amherstburg.

Currently, Amherstburg has fallen behind in marketing and promotion in comparison to other municipalities in the region.

Through the enhanced branding strategy, Amherstburg will build a competitive and sustainable tourism and economic vehicle attracting high yield consumers, maximizing the potential for growth as a destination of choice to visit and invest in.

3. DISCUSSION:

As part of the Council approved Community Based Strategic Plan (CBSP) 2016-2021, led by residents and administration, two of the five strategic pillars were identified in correlation to the Amherstburg Branding Strategy. They are 'Marketing and Promotion' and 'Economic Development'; both of which serve as catalysts for achieving the objectives of the CBSP.

'Key Project Deliverables' for the Amherstburg branding strategy are:

- a) Development of a comprehensive research paper including data regarding perceptions of internal and external audiences, the source of those perceptions, and suggestions for changing said perceptions through a new brand image, and marketing implications.
- b) Brand Visual/Image Creation including the creative development of logo and communications for print and digital for the purpose of incenting visitation and targeting high yield consumer segments.
- c) Creative development of a new tourism website.
- c) Establish and define a Communications Strategy.
- e) Prepare a Brand Identity Manual (Visual Identity Standards) and Communications plan.

A Request for Proposals (RFP) was issued in January 2018 for provision of the following:

- a) Comprehensive research paper
- b) Brand Visual/Image Creation including a new logo
- c) Creative development of a new tourism website including Year 1 to 5 maintenance & support
- d) Communications Strategy
- e) Brand Identity Manual and Communications plan

The RFP closed on February 22, 2018 and 16 proposals were received.

The evaluation committee consisted of the Financial Planning Administrator, the Acting Manager of Information Technology, the Manager of Tourism and Culture and the Treasurer. The committee met as a group to review the proposals, complete the evaluation process and determine the successful proponent. The weighting of the evaluation process to determine the successful proponent was based on the following:

- 25 pts – Previous experience with similar projects/contracts
- 25 pts – Proponent's strategy plans - research, promotions, advertising

- 25 pts – Proponent’s work plan, timeline, value added services
- 25 pts – Proponent’s Cost Submission
- 25 pts – Presentation

Upon completion of the evaluation process, the committee concluded that the successful proposal was Cinnamon Toast New Media Inc. Below is a summary of the proposals and their rankings:

<u>Proponent</u>	<u>Ranking</u>
Cinnamon Toast New Media Inc.	1 st
St. Clement’s Group	2 nd
Navigate	3 rd
Cundari	4 th
Madhatter	5 th
McKim	6 th

4. RISK ANALYSIS:

There is limited risk associated with the recommendations in this report as Administration will oversee the outcomes to mitigate any reputation and financial risk associated with this initiative.

5. FINANCIAL MATTERS:

The branding initiative is approved in the 2018 Budget (account 40-7-8020000-0001) and based on the recommended proposal the financial impact will be as follows:

	Budget	Projected (incl. net HST)	Difference (over)/under
Expense:			
Branding Program	\$80,000	\$76,320	\$3,680
Funding:			
Taxation	\$65,000	\$65,000	-
Transfer from Reserves	\$15,000	\$11,320	\$3,680
Total Funding	\$80,000	\$76,320	\$3,680

6. CONSULTATIONS:

The Director or Corporate Services was consulted throughout the RFP evaluation process and the Chief Administrative Officer was consulted with respect to the committee’s recommendation.

7. **CONCLUSION:**

Cinnamon Toast New Media Inc.'s submission best meets the criteria and scoring evaluation for the Amherstburg Branding Strategy Request for Proposal (RFP).



Manager of Tourism and Culture
Anne Rota

AR

Report Approval Details

Document Title:	Amherstburg Branding Strategy – RFP Results .docx
Attachments:	N/A
Final Approval Date:	May 9, 2018

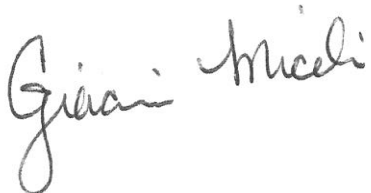
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 4, 2018 - 1:24 PM



Cheryl Horrobin - May 8, 2018 - 10:06 AM



John Miceli - May 8, 2018 - 10:28 AM



Paula Parker - May 9, 2018 - 11:29 AM



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF ENGINEERING AND PUBLIC WORKS

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Todd Hewitt	Report Date: April 12, 2018
Author's Phone: 519 736-3664 ext. 2313	Date to Council: May 14, 2018
Author's E-mail: thewitt@amherstburg.ca	Resolution #: UFB 20160509-211 UFB 20170424-684

To: Mayor and Members of Town Council

Subject: Sandwich Street Bike Lane Review

1. RECOMMENDATION:

It is recommended that:

1. The report from the Manager of Engineering dated April 12, 2018, regarding the Sandwich Street Bike Lane Review **BE RECEIVED**;
2. Administration **BE DIRECTED** to proceed with the request to re-designate Sandwich Street between Lowes Sideroad and Pickering Drive from signed route to bike lane in the County Wide Active Transportation System; and,
3. Administration **BE DIRECTED** to include \$16,000 (60%) in the 2019 Capital budget and request the remaining (\$14,000) 40% from the County of Essex through the CWATS program.

EXECUTIVE SUMMARY:

N/A

2. BACKGROUND:

Council has requested that Administration bring back a report regarding the feasibility of implementing bike lanes on Sandwich Street as well as intended uses of a 'multi use' sidewalk. This report will address both of these items.

3. DISCUSSION:

Bike Lanes

In 2014 the Town paved the gravel shoulders along Sandwich Street between Lowes Sideroad and Park Street. This was done to eliminate the dust and maintenance that was required. In April 2017 Council requested that Administration review the feasibility of placing bike lanes along Sandwich Street, including this section of road. Engineering and Public Works hired Hrycay Consulting to complete a review of options and provide recommendations.

Hrycay Consulting completed a report that reviewed the different types of cycling facilities, reviewed active transportation options along Sandwich Street and provided a recommendation to establish bike lanes along Sandwich Street from Lowes Sideroad to Pickering Drive. To establish these bike lanes would involve new pavement markings, symbols and signage as well as some minor curb and catchbasin work at the Crownridge intersection. It should be noted that when the Pickering/Sandwich intersection was reconstructed the new curbs were designed to allow for bike lanes. North of Pickering Street the road becomes too narrow in its current lane configuration to support bicycle lanes.

This section of Sandwich Street is currently identified as a signed route in the County Wide Active Transportation System (CWATS). If approved by Council the Town would need to apply to have the designation changed from the current signed route designation to a bike lane designation within CWATS. Once the designation change is approved the costs to implement this recommendation could receive 40% funding from the County as this section is within the connecting link. This would require application through the CWATS program and would delay the project until 2019.

Multi-Use Trail

Known under a variety of names, such as Multi-Use Pathway and Shared Use Pathway, this facility is a path that is physically separated from motor vehicle traffic by a strip of grass or paved 'splash strip' within the roadway or highway right-of-way. An Active Transportation Path may be comprised of a bicycle facility that is distinct from the sidewalk, or a single path shared by cyclists and pedestrians. Paths may allow one-way or two-way traffic. In urban areas, an Active Transportation Path is often referred to as an 'in-boulevard multi-use path'.

Active Transportation Paths provide recreational opportunities but may also provide a direct commuter route in corridors not served by on-road bicycle facilities. An Active Transportation Path is appropriate for both experienced and inexperienced cyclists and, if permitted, other active transportation users such as pedestrians, in-line skaters, skateboarders and wheelchair users. Motor vehicles are not permitted on an Active Transportation Path, except when emergency or maintenance vehicles require access.

4. RISK ANALYSIS:

Establishing bike lanes along this section will provide cyclists with an established lane to ride in, providing an increased level of safety to these riders.

5. FINANCIAL MATTERS:

The engineer has estimated a cost of \$30,000 to establish bike lanes in this area. If the work is completed in 2018 the Town would be required to fund all costs. If the project is delayed until 2019 Administration could apply for the designation change and 40% funding through CWATS. Administration would include \$16,000 (60%) in the 2019 Capital budget and request the remaining (\$14,000) 40% from the County of Essex through the CWATS program.

6. CONSULTATIONS:

N/A

7. CONCLUSION:

Providing bike lanes on Sandwich Street from Pickering to Lowes will provide more active transportation opportunity within the Town.



Todd Hewitt
Manager of Engineering

th

Report Approval Details

Document Title:	Sandwich Street Bike Lane Review.docx
Attachments:	- Hrycay Memo Bike Lane Delineation 20180410.pdf - Hrycay Plan Layout 2018-04-10.pdf
Final Approval Date:	May 9, 2018

This report and all of its attachments were approved and signed as outlined below:



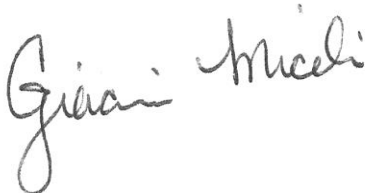
Antonietta Giofu - Apr 16, 2018 - 12:45 PM



Mark Galvin - May 2, 2018 - 4:56 PM



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 4, 2018 - 9:10 AM



John Miceli - May 7, 2018 - 11:36 AM



Paula Parker - May 9, 2018 - 11:24 AM

Memorandum

To: Todd Hewitt, Manager of Engineering and Operations, Town of Amherstburg
From: Justine Arbour, P.Eng
Date: April 10, 2018
Re: M422 – Bike Lane Delineation, Sandwich Street, from Lowes Sideroad to 120m North of Pickering Drive

1.0 Introduction

The Town of Amherstburg retained Hrycay Consulting Engineers Inc. (HCEI) to evaluate paved shoulder and bike lane delineation on Sandwich Street, between Lowes Side Road and the Canadian Tire entrance (approximately 120m north of Pickering Drive).

Currently, a wide paved shoulder runs adjacent to the travelled lanes on Sandwich Street on both sides of the road. The existing paved shoulder on Sandwich Street between Lowes Sideroad and 120m north of Pickering Drive varies in width from 1.3m to 5.0m wide.

A 2.4m wide concrete pathway runs along the east side of Sandwich Street from Lowes Sideroad northwards to Pickering Drive. On the west side of Sandwich Street, a 2.0m wide concrete pathway runs from the Walmart Plaza (400 Sandwich Street) entrance northwards to Pickering Drive. North of Pickering Drive, a 1.5m wide concrete sidewalk continues on both sides of Sandwich Street.

There have been observations of motorists using the paved shoulder as a travelling lane, which is not an accepted practice. The Town is interested in investigating the feasibility of installing bike lanes for this section of Sandwich Street to provide cycling infrastructure and to also deter motorists from travelling in the paved shoulder.

2.0 Types of Bicycle Facilities

The Ontario Traffic Manual (OTM) Book 18: Cycling Facilities classifies different bicycle facilities that may be considered for installation based on roadway characteristics (available right-of-way, vehicular speed, traffic volumes, roadway classification, etc.). Specific guidelines and criteria for implementation of these facilities can be found in OTM Book 18. A general description of each facility type follows below.

2.1.1 Shared Roadways and Signed Bicycle Routes

These facilities are roadways that are designated as a bicycle route. Unless specifically restricted, all roadways are considered to be shared roadways where both motorists and cyclists share the same travel lane. Designated shared roadways are required to have green marker signs for

awareness, consistency and wayfinding purposes. Lane markings (sharrows) may be used in addition to green marker signs to signal to both motorists and cyclists the appropriate lane of travel for cyclists. Shared roadways and signed bicycle routes are typically considered for local urban and suburban roads where traffic volumes and vehicle operating speeds are low.

2.1.2 Signed Bicycle Route with Paved Shoulder

These facilities are typically a rural cross-section that is signed in addition to a paved shoulder. A paved shoulder is considered a portion of the roadway which is contiguous with the travelled way, and is used to accommodate stopped vehicles, emergency use, pedestrians and cyclists as well as for lateral support of the pavement structure. Paved shoulder facilities can also include a buffer zone to provide greater separation between motorists and cyclists. Buffered paved shoulders are typically recommended on rural secondary highways, arterials or collectors.

2.1.3 Conventional Bicycle Lane

Bicycle lanes are on-road facilities that are designated by pavement markings and regulatory signage for preferential or exclusive use by cyclists. They are used primarily on urban roadways with higher traffic volumes and higher operating speeds than local roadways.

Conventional bike lanes have a desired width of 1.8m, with a minimum width of 1.5m to allow for lateral movement within the lane, and to enable cyclists to avoid obstacles such as debris or pavement defects.

2.1.4 Separated Bicycle Lane

This is a portion of a roadway which has been designated for the exclusive use of cyclists by signage along with a physical or marked buffer. This facility type provides additional spatial or physical separation between motorists and cyclists.

2.1.5 Contraflow Bicycle Lane

Cyclists riding within a Contraflow Bicycle Lane travel in the opposite direction to motor vehicle traffic. A Contraflow Bicycle Lane enables two-way bicycle travel on a roadway that has one-way operation for motor vehicles. It is a type of Conventional Bicycle Lane or Separated Bicycle Lane that simply operates in the opposite direction to the normal flow of traffic.

2.1.6 Raised Cycle Track

This is a bicycle facility adjacent to but vertically separated from motor vehicle travel lanes. A raised cycle track is designated for exclusive use by cyclists, and is distinct from the sidewalk. A raised cycle track is typically implemented on high volume urban arterial or collector roadways with high bicycle traffic volumes. Raised cycle tracks are typically curb separated to the level of the adjacent sidewalk or an intermediate level between that and the roadway. The raised cycle track may be designed for one-way or two-way travel.

2.1.7 Bicycle Priority Street

This is a low-volume, low-speed street that has been optimized for bicycle travel through treatments such as traffic calming and traffic reduction by means of signage and pavement

markings, as well as intersection crossing treatments. The facility is designed to allow through movements for cyclists while discouraging motorized traffic from taking the same route. This facility is typically implemented on residential streets.

2.1.8 Active Transportation Path (Multi-Use Pathway, Shared Use Pathway)

Known under a variety of names, such as Multi-Use Pathway and Shared Use Pathway, this facility is a path that is physically separated from motor vehicle traffic by a strip of grass or paved 'splash strip' within the roadway or highway right-of-way. An Active Transportation Path may be comprised of a bicycle facility that is distinct from the sidewalk, or a single path shared by cyclists and pedestrians. Paths may allow one-way or two-way traffic. In urban areas, an Active Transportation Path is often referred to as an 'in-boulevard multi-use path'.

Active Transportation Paths provide recreational opportunities but may also provide a direct commuter route in corridors not served by on-road bicycle facilities. An Active Transportation Path is appropriate for both experienced and inexperienced cyclists and, if permitted, other active transportation users such as pedestrians, in-line skaters, skateboarders and wheelchair users. Motor vehicles are not permitted on an Active Transportation Path, except when emergency or maintenance vehicles require access.

3.0 Conflict Points

Conflict points are locations that are considered to pose a potential hazard for motorists, cyclists, pedestrians, and other road users and any combination thereof. Driveway crossings and intersections are the most common conflict points for cyclists, as well as at locations where pedestrian and cycling infrastructure merges to form multi-use trails.

Another type of common conflict points are "pinch points," which are locations where the available lane widths are too narrow to provide a connected bicycle lane. Conflict points along this corridor are at the following locations:

3.1 Crownridge Boulevard Intersection

The existing paved shoulder for northbound Sandwich Street terminates at the driveway entrance to #601 Sandwich Street, and the paved shoulder resumes just north of the intersection with Crownridge Boulevard. The intersection has barrier curb and gutter installed along the corner radii. Pavement markings along Sandwich Street create a gore area for southbound left-turning vehicles.

In order to accommodate a northbound 1.5m bicycle lane south of Crownridge Boulevard, pavement marking reconfiguration of the northbound white edge line will be required. It is expected that there is sufficient pavement width between the centreline marking and the edge of pavement and curb to accommodate a through vehicular travel lane in addition to the 1.5m bicycle lane.

The presence of concrete curb and gutter adjacent to the northbound lanes, north of Crownridge Boulevard, requires reconfiguration of the curb and gutter at the northeast intersection radius in

order to accommodate a 1.5m bike lane before the paved shoulder recommences. Approximately 30m of existing curb and gutter requires removal and replacement at an appropriate radius to provide adequate space for the bike lane connection.

3.2 Pickering Drive Intersection

The existing intersection configuration places concrete sidewalk within the paved shoulder at the southwest corner which may cause cyclists to veer into the vehicular travelled lane. All other potential approaches can accommodate a 1.5m bicycle lane. It should be noted that this intersection is being reconstructed as part of the Pickering Drive Watermain Replacement and Road Improvements contract scheduled for completion for Spring 2018. The updated intersection design incorporates new curb and gutter at corner radii and accommodates a 1.5m bicycle lane through the intersection in both northbound and southbound directions.

3.3 North Termination Point

As noted, the paved shoulder ends approximately 120m north of Pickering Drive. North of this point, the road becomes too narrow in its current lane configuration to support bicycle lanes. The presence of curb and gutter and adjacent sidewalks makes extending the bicycle lanes further north cost-prohibitive.

Without adequate space for a bicycle lane, northbound cyclists will be required to divert from the paved shoulder and into the northbound lane. Drivers are more accustomed to encountering cyclists on roadways starting and ending at intersections as opposed to mid-block. As this is an unexpected location to encounter cyclists merging into driving lanes, there are potential safety risks associated with this arrangement.

The following options were considered at this location:

3.3.1 Option A: Eliminate Northbound Left Turn Lane at Park Street Not Recommended

The curb-to-curb road width between the Canadian Tire north entrance and Park Street is approximately 12.5m and supports one through lane in each direction and a northbound left turn lane. All lanes are approximately 4.0m wide. If 1.5m bicycle lanes were incorporated for this section, the remaining road width would be 9.5m, which is too narrow to support the current lane configuration. Consideration may be given to eliminating the northbound left turn lane in order to provide adequate space for 1.5m bicycle lanes on either side of the road between the north Canadian Tire entrance and Park Street.

Elimination of the northbound left turn lane at Park Street would require significant rearrangement of the remaining lane markings, especially the two-way left turn lane at the Sandwich Street Canadian Tire entrance and further north for the southbound left turn lane at Park Street.

For these logistical reasons, elimination of the northbound left turn lane is not recommended.

3.3.2 Option B: Start and End Bicycle Lane at Pickering Drive Recommended

A safer approach would be to terminate the northbound bicycle lane at Pickering Drive (and conversely, begin the southbound bicycle lane at Pickering Drive) so that northbound cyclists have the option of merging into traffic after the intersection, or they may plan their route using Pickering Drive which has lower traffic volumes.

In this scenario, it is important that clear, unambiguous signage is used to indicate to northbound cyclists and motorists that the bicycle lane ends at Pickering Drive. Even with this signage, it is likely that northbound cyclists will still use the paved shoulder north of Pickering Drive up to its termination point.

Following the end of a bicycle lane, it is good practice to install a Share the Road sign (Wc-19) and supplementary tab (Wc-19t) downstream to indicate to all users that they are entering a shared space (see Figure 1).

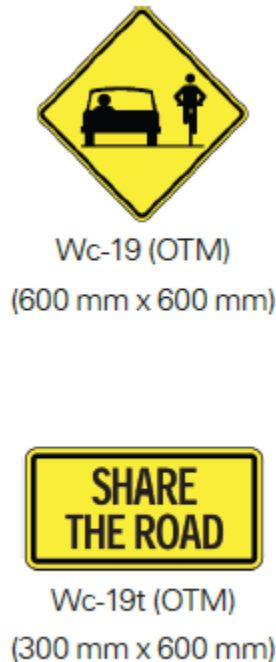


Figure 1: Share the Road Signage

3.3.3 Option C: Start and End Bicycle Lane at Pickering Drive with Shared Roadway and Signed Bicycle Route between Pickering Drive and Park Street Not Recommended

Technically, unless cycling is explicitly restricted, all roadways are considered to be “shared roadways” even without signage or pavement markings. Shared roadways are typically used on low volume local and collector streets.

Traffic volume data for Sandwich Street, taken from the County of Essex, shows an Annual Average Daily Traffic (AADT) volume of 4,004 veh/d measured south of Lowes Sideroad, and

12,314 veh/d measured south of Texas Road.¹ The 2009 Town of Amherstburg Official Plan (as amended 2014) classifies Sandwich Street as a major arterial road.²

The selection of appropriate cycling facilities is dependent on vehicular speeds, volumes, and road classification / road use. Based on the above parameters, this segment of Sandwich Street would be considered a moderate-to-high volume mobility road for selection criteria within Book 18: Cycling Facilities of the Ontario Traffic Manual.³ The recommended cycling facility design consideration and application heuristic for a mobility road with moderate-to-high traffic volume is, at the least, a formal bicycle facility such as a bicycle lane or separated facility. Signed bicycle routes are not recommended.

3.3.4 Recommended Application at North Termination Point: Option B: Start and End Bicycle Lane at Pickering Drive

This is the preferred approach from a safety and logistics standpoint. Providing clear signage and pavement markings that alerts motorists and cyclists of the facility start and end point, as well as the presence of cyclists sharing the same lane as motorists once bike lanes end, will eliminate confusion as to what is considered a cycling facility and where these facilities exist.

3.4 Private Entrances

There are twenty (20) and ten (10) private entrances on the west and east side of Sandwich Street, respectively. These locations have high conflict potential, especially if motorists are not expecting the presence of cyclists. Properly signed and marked bicycle lanes are preferred over separated facilities for roadways with a high concentration of private entrances.

4.0 Connectivity

The County Wide Active Transportation System (CWATS) identifies Sandwich Street as a signed route between Alma Street and Lowes Sideroad. North of Alma Street, Sandwich Street is a proposed cycle path up to Malden Road, where it transitions to a signed route. South of Lowes Sideroad, a short segment of existing paved shoulder transitions to a proposed bike lane that transitions back to a proposed paved shoulder east of Front Road South.

Currently, Pickering Drive is not identified as a preferred cycling facility under CWATS, though it does provide connectivity to the west to Dalhousie Street (an existing signed bike route).

The implementation of bicycle lanes between Lowes Sideroad and Pickering Drive would provide an improved active transportation segment on Sandwich Street in comparison to a signed route as identified under CWATS.

¹ County of Essex Interactive Mapping, Traffic Volume (AADT) Data, 2016

² Town of Amherstburg Official Plan, 2009

³ Ontario Traffic Manual, Book 18: Cycling Facilities, December 2013

5.0 Cost

The majority of costs associated with the preferred option are for signage installation and pavement marking, with some curb removal and installation work.

A high-level budget estimate includes the following work:

Obliteration of existing pavement markings	\$400.00
New longitudinal pavement markings	\$3,600.00
Bicycle and diamond pavement marking symbols	\$4,000.00
Bicycle lane signage	\$6,000.00
Removal and replacement of curb and gutter	\$4,000.00
Relocation of existing catch basin	\$5,000.00
Contingencies	\$5,000.00
Engineering Fees	\$2,500.00
Total	\$30,500.00

6.0 Summary

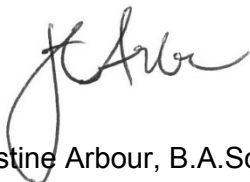
The presence of existing paved shoulders that have sufficient width for the majority of the corridor make this length of Sandwich Street an ideal candidate for the implementation of bicycle lanes. Any pinch points that occur can be solved with minimal disruption to road users without being prohibitively expensive.

It is important to note that a well-executed active transportation system provides connectivity for its users. Segmented systems are ineffective, inconvenient, and generally have low utility rates. The implementation of bicycle lanes for this segment of Sandwich Street cannot exist in isolation, and should be supported by commitment to providing connectivity to the Town- and County-wide active transportation plans.

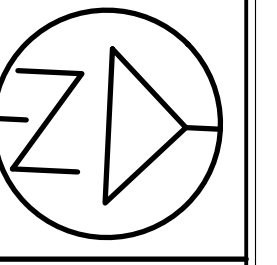
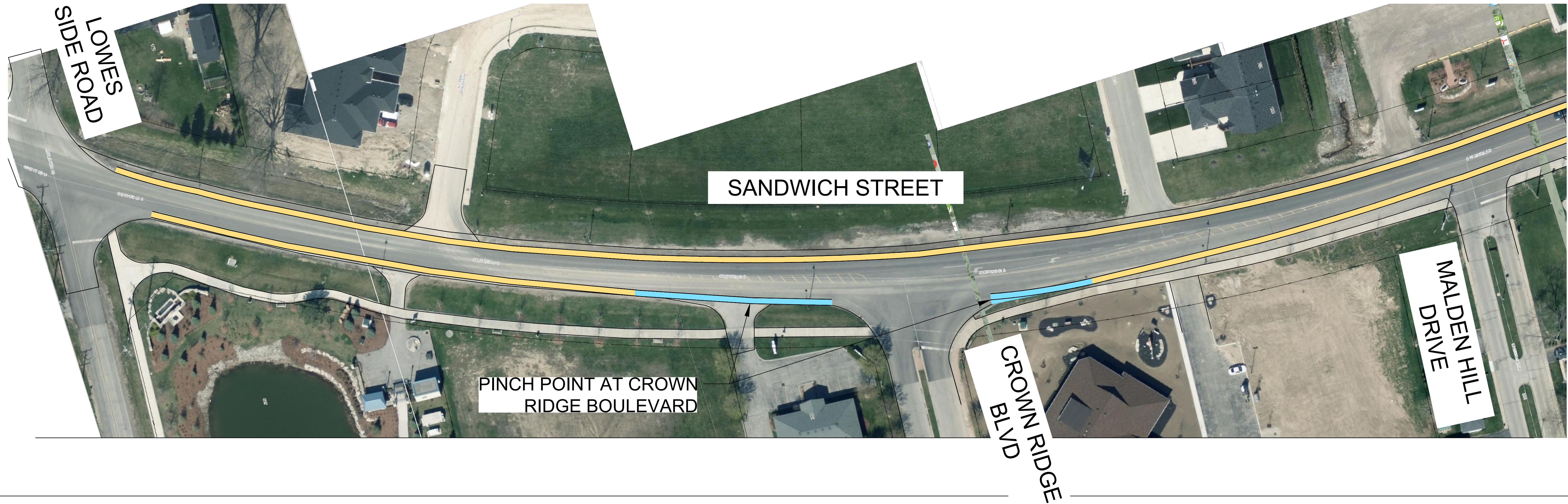
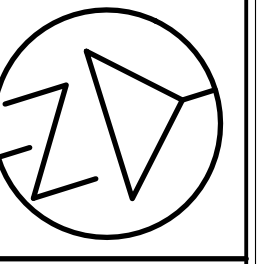
We trust that this memorandum addresses your concerns for this section of roadway. However, if you require further elaboration on any aspect of this memorandum, kindly contact us at your convenience to discuss these matters.

Yours truly,

HRYCAY Consulting Engineers, Inc.



Justine Arbour, B.A.Sc., P.Eng



Notes:
 1. This drawing is the exclusive property of HRYCAY Consulting Engineers Inc. The reproduction of any part without prior written consent of this office is strictly prohibited.
 2. The contractor shall verify all dimensions, levels, and datums on site and report any discrepancies or omissions to this office prior to construction.
 3. This drawing is to be read and understood in conjunction with all other plans and documents applicable to this project.

FOR REVIEW

No.	Issue / Revision	Date	Auth.
0	ISSUED FOR REVIEW	2017/10/18	JEA
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NOTE:
 THE POSITION OF POLE LINES, CONDUITS, WATERMANS, SEWERS AND OTHER UNDERGROUND AND OVERHEAD UTILITIES AND STRUCTURES ARE NOT NECESSARILY SHOWN ON THE CONTRACT DRAWINGS, AND WHERE THEY ARE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK THE CONTRACTOR SHALL ASCERTAIN THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES, AND SHALL ASSUME ALL LIABILITY FOR DAMAGES TO THEM.

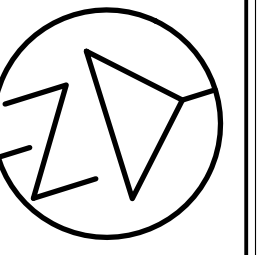
HRYCAY
 CONSULTING ENGINEERS INC.

Client
Town of Amherstburg
 271 SANDWICH STREET SOUTH
 AMHERSTBURG, ONTARIO
 N9V 2A5

1725 North Talbot Road
 Windsor, Ontario
 Telephone (519) 737-7234
 Fax: (519) 737-7798
 web www.hcei.ca

Drawing Title
SANDWICH STREET BIKE LANES
 LOWES SIDE ROAD TO PARK STREET
 PLAN LAYOUT

Drawn	Checked	Designed	Checked	Date	Drawing No.
JEA	JRH	JRH	JEA	2017/10/18	01
Scale	Project No.	Revision No.			
1 : 250	M422	0			



- Notes:
1. This drawing is the exclusive property of HRYCAY Consulting Engineers Inc. The reproduction of any part without prior written consent of this office is strictly prohibited.
 2. The contractor shall verify all dimensions, levels, and datums on site and report any discrepancies or omissions to this office prior to construction.
 3. This drawing is to be read and understood in conjunction with all other plans and documents applicable to this project.

FOR REVIEW

No.	Issue / Revision	Date	Auth.
0	ISSUED FOR REVIEW	2017/10/18	JEA
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NOTE:
 THE POSITION OF POLE LINES, CONDUITS, WATERMANS, SEWERS AND OTHER UNDERGROUND AND OVERHEAD UTILITIES AND STRUCTURES ARE NOT NECESSARILY SHOWN ON THE CONTRACT DRAWINGS, AND WHERE THEY ARE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK THE CONTRACTOR SHALL ASCERTAIN THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES, AND SHALL ASSUME ALL LIABILITY FOR DAMAGES TO THEM.

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 PLAN LAYOUT

Drawn	Checked	Designed	Checked	Date	Drawing No.
JEA	JRH	JRH	JEA	2017/10/18	02
Scale	Project No.	Revision No.			
1 : 250	M422	0			



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF ENGINEERING AND PUBLIC WORKS

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Shane McVitty	Report Date: April 12, 2018
Author's Phone: 519 736-3664 ext. 2318	Date to Council: May 14, 2018
Author's E-mail: smcvitty@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: South Riverview Road Crossing Culvert Failure

1. RECOMMENDATION:

It is recommended that:

1. The report from the Drainage Superintendent and Engineering Coordinator dated April 12, 2018, regarding the South Riverview Road Crossing Culvert Failure **BE RECEIVED**;
2. The unbudgeted replacement of the South Riverview Road Crossing of \$113,578.00 **BE APPROVED**; and,
3. The Treasurer **BE AUTHORIZED** to transfer \$113,578.00 from the Capital Replacement Reserve to fund the South Riverview Road Crossing.

2. BACKGROUND:

The Town became aware of an existing road crossing culvert across South Riverview Drive that is failing and is in danger of creating a hazardous situation should it continue to deteriorate. Town staff has attempted to patch the roadway and fill in sinkholes that have formed near the roadside shoulders. The condition has worsened due to an accelerated decline in the condition of the existing corrugated steel pipe (CSP) culvert.

The existing roadway culvert in question is not presently a municipal drain, nor is it part of any municipal drainage system. To examine the upstream watershed of the culvert, and to address the design of a new roadway crossing, a petition was signed by the Town under Section 4 of the Drainage Act. N.J. Peralta Engineering Ltd. was selected

from the Town's drainage engineering roster to complete a report to address the drainage petition. Through consultation with the engineer, Administration was advised that the total cost of the required repair and improvements, along with all engineering fees associated with the completion of an engineering report, would be assessed entirely to the Town according to the provisions of the Drainage Act. Specifically, under Section 26 of the Act, the road authority is responsible for all the increase in cost of drainage works caused by the existence of their roadway. Peralta was instructed to carry on with the preparation of design plans and specifications without completion of an engineering report in the interest of expediting the repair of the roadway and culvert and reducing the overall costs of the project.

3. DISCUSSION:

The existing CSP road crossing culvert at 265 South Riverview Drive is in poor condition and will continue to suffer further deterioration should it be left in its current state. Administration has been monitoring the situation with the expectation that the culvert would be replaced under the 2019 budget. Recently, it has become apparent that the condition of the culvert pipe has worsened, evidenced by the development of sinkholes in the adjacent gravel shoulder and grass boulevard. Landowners in the area have also expressed their concern with this situation.

Following review of the size of the watershed upstream of the road crossing culvert, it was determined by the engineer that the existing CSP culvert was undersized. N.J. Peralta Engineering Ltd. has finalized design plans and specifications for the replacement of the existing culvert. These plans include the removal of the existing culvert and the installation of a new, properly sized, steel Ultra-Flo arch pipe. The work will also include the installation of a single road side catch basin, stone erosion protection at the ends of the new culvert, and the complete restoration of the asphalt road, gravel shoulder, and grass boulevard areas.

As part of the engineering survey, it was determined that there were a number of utilities that would conflict with the location and depth of the proposed road crossing culvert. In order to facilitate the installation of the new larger culvert, Administration has coordinated the relocation of utility infrastructure owned by Bell, Union Gas and Cogeco. The cost of this work will be shared by the Town and each utility according to the provisions of their respective franchise agreements.

In the interest of expediting the work in advance of the upcoming replacement of the concrete arch bridge over the Long Marsh Drain on Concession 2 Road North, Administration has tendered the South Riverview culvert work prior to Council's consideration of this report. As part of the South Riverview Road Crossing tender, it is stipulated that the project must be completed prior to the commencement of the Long Marsh Drain bridge replacement project. The tender was structured in this manner to prevent overlapping traffic control plans and to ensure that residents that live within the area of both projects are provided continuous access and egress to their homes. The Tender for the South Riverview Crossing closes on May 8th, 2018. Updated project prices will be provided to Council for their consideration at the May 14th Council meeting. It should be noted that under the terms of the Tender, the Town is not bound to accept any bid submission and is not responsible for any liabilities, expenses, loss or

damage to a Bidder by reason of the acceptance or non-acceptance by the Town of any Tender.

Given that the proposed work will involve encroachment into the River Canard, prior to the commencement of any work, permits and approvals are required from the proper environmental authorities. Applications have been submitted to the Essex Region Conservation Authority (ERCA), the Department of Fisheries and Oceans (DFO) and the Ministry of Natural Resources and Forestry (MNR). Each application that was submitted included a description of the prevalent conditions and emphasised the importance of completing the work quickly to avoid further roadway deterioration.

4. RISK ANALYSIS:

The road crossing culvert beneath South Riverview Drive has been identified by Administration as needing immediate replacement due to its poor condition and may fail if left in its current state. South Riverview Drive is a roadway that is well-used by residents living in the River Canard area and for motorists heading in and out of town. South Riverview is also used as part of a number of school bus routes. Failing to replace the crossing in an expedient manner could place motorists in jeopardy as they travel overtop of the culvert. Also, the deteriorated culvert piping is permitting gravel and earthen backfill to migrate into the pipe. This can cause flow blockages, thereby decreasing the drainage capacity of the culvert pipe, resulting in an increased risk of upstream flooding.

5. FINANCIAL MATTERS:

Engineering estimates for the replacement of the South Riverview Crossing are as follows:

Total Estimated Construction Cost ⁽¹⁾	\$ 75,000.00
Engineering and Professional Fees	\$ 20,000.00
Estimated Engineering for Contract Administration	\$ 1,500.00
Town Share for Utility Re-location	\$ 15,000.00
ERCA Permit	\$ 115.00
Non-Refundable HST	\$ 1,963.00
TOTAL PROJECT COST⁽²⁾	\$ 113,578.00

(1) Estimate includes \$5000.00 contingency

(2) Updated total project costs to be provided to Council at the May 14, 2018 meeting to reflect Tendered construction cost.

The approved 2018 budgets do not provide for the replacement of the culvert across South Riverview. Should Council approve this work, all expenses would be

unbudgeted. It is recommended that this project be funded in 2018 through the Town's Capital Replacement Reserve.

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

Administration is recommending that Council approve the unbudgeted replacement of the South Riverview Road Crossing of \$113,578.00 and to fund the costs of the work as identified in this report.



Shane McVitty
**Drainage Superintendent and
Engineering Coordinator,
Engineering & Public Works**



Todd Hewitt
Manager, Engineering & Operations

sm

DEPARTMENTS/OTHERS CONSULTED:

**Name: Todd Hewitt – Manager, Engineering and Operations
Phone #: 519 736-3664 ext. 2313**

Report Approval Details

Document Title:	South Riverview Road Crossing Culvert Failure.docx
Attachments:	N/A
Final Approval Date:	May 9, 2018

This report and all of its attachments were approved and signed as outlined below:



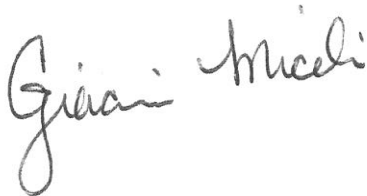
Antonietta Giofu - May 2, 2018 - 8:58 AM



Mark Galvin - May 2, 2018 - 4:50 PM



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 4, 2018 - 9:06 AM



John Miceli - May 7, 2018 - 11:19 AM



Paula Parker - May 9, 2018 - 11:18 AM



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Rebecca Belanger	Report Date: April 12, 2018
Author's Phone: 519 736-5408 ext. 2124	Date to Council: May 14, 2018
Author's E-mail: rbelanger@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Road Dedication of Block 48, 12M-345

1. RECOMMENDATION:

It is recommended that:

1. The report from the Manager of Planning Services regarding the Road Dedication of Block 48, 12M-345 as a Public Highway **BE RECEIVED**;
2. The dedication of Block 48, 12M-345 as a Public Highway **BE APPROVED**; and,
3. **By-law 2018-47** being a by-law to dedicate Block 48, 12M-345 as a public highway be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

2. BACKGROUND:

A By-law dedicating Block 48, 12M-345 as a public highway is being presented for Council's consideration. The Municipal Act, R.S.O. 2001, c.25 Sections 24-68 authorizes the Council of every municipality to pass a By-law for establishing, laying out, acquiring, assuming, or naming a highway.

3. DISCUSSION:

Block 48, Plan 12M-345 within Meadowview Avenue has recently been conveyed to the Town. The transfer of Block 48 to the Town has been completed and it is now appropriate to dedicate this parcel as a public highway. This allows access easterly on Meadowview Avenue.

4. **RISK ANALYSIS:**

This recommendation represents a typical level of risk associated with municipal liability for public services. Maintenance and repair of municipal infrastructure will continue to be the responsibility of the Town of Amherstburg.

5. **FINANCIAL MATTERS:**

N/A

6. **CONSULTATIONS:**

The Engineering and Public Works Department was consulted and confirmed no concerns with the road dedication. The Engineering Department confirmed that it is appropriate to dedicate this portion of the right-of-way as a public highway in keeping with abutting parcels.

7. **CONCLUSION:**

The Municipal Act, R.S.O. 2001, c 25 Sections 24-68 provides specific municipal powers regarding highways. It is appropriate to dedicate this Part as a public highway at this time.



Rebecca Belanger
Manager of Planning Services

jm

DEPARTMENTS/OTHERS CONSULTED:

**Name: Town of Amherstburg Engineering and Public Works Department
Phone #: 519 736-3664 ext. 2313**

Report Approval Details

Document Title:	Road Dedication of Block 48, 12M345.docx
Attachments:	- Report to Council- May 14- Road Dedication Blk 48, 12M345-ATTACHMENTS.pdf
Final Approval Date:	May 3, 2018

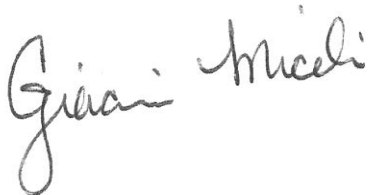
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 1, 2018 - 9:32 AM



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 1, 2018 - 12:03 PM



John Miceli - May 1, 2018 - 3:32 PM



Paula Parker - May 3, 2018 - 10:26 AM



Town of Amherstburg
Road Dedication of Block 48, 12M345



INTEGRATION DATA
 COORDINATES ARE DERIVED FROM GNSS OBSERVATIONS USING THE TOPNET NETWORK SERVICE AND REFERRED TO UTM ZONE 17 UTM NORTH (CONQ80).
 UTM 17, NAD83 (2011) (2011) IS USED.
 COORDINATE VALUES ARE TO AN ACCURACY OF 10mm ACCORDING WITH SECTION 74 (2) OF REG 218/10

POINT ID	NORTHING	EASTING
GRP-A	4 863242.808	7 327583.442
GRP-B	4 863248.011	7 327581.248

CAUTION: APPROPRIATE COUNCIL APPROVALS ARE REQUIRED TO CONSIDER THE LOCATION OF BUCKLE AND OVER ON THIS PLAN.

BEARING REFERENCE
 BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS GRP-A & GRP-B BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CONQ80) (2010).

DISTANCE NOTE
 DISTANCE ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999942.

NUM	RADIUS	ARC	CHORD	BEARING	NUM	RADIUS	ARC	CHORD	BEARING
C1	23.000	51.312	41.314	N 32°56'10" W	C20	18.000	14.695	14.290	N 70°27'00" E

NUM	BEARING	DISTANCE	NUM	BEARING	DISTANCE
L1	N 48°25'05" E	8.49	L12	N 48°25'05" E	8.49

This final plan of subdivision is approved under SS 51 (58) of the Planning Act on this 5th day of MARCH, 2018.

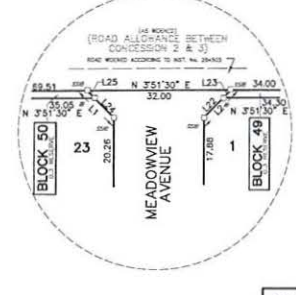
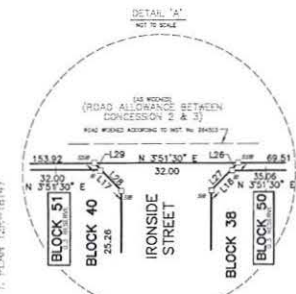
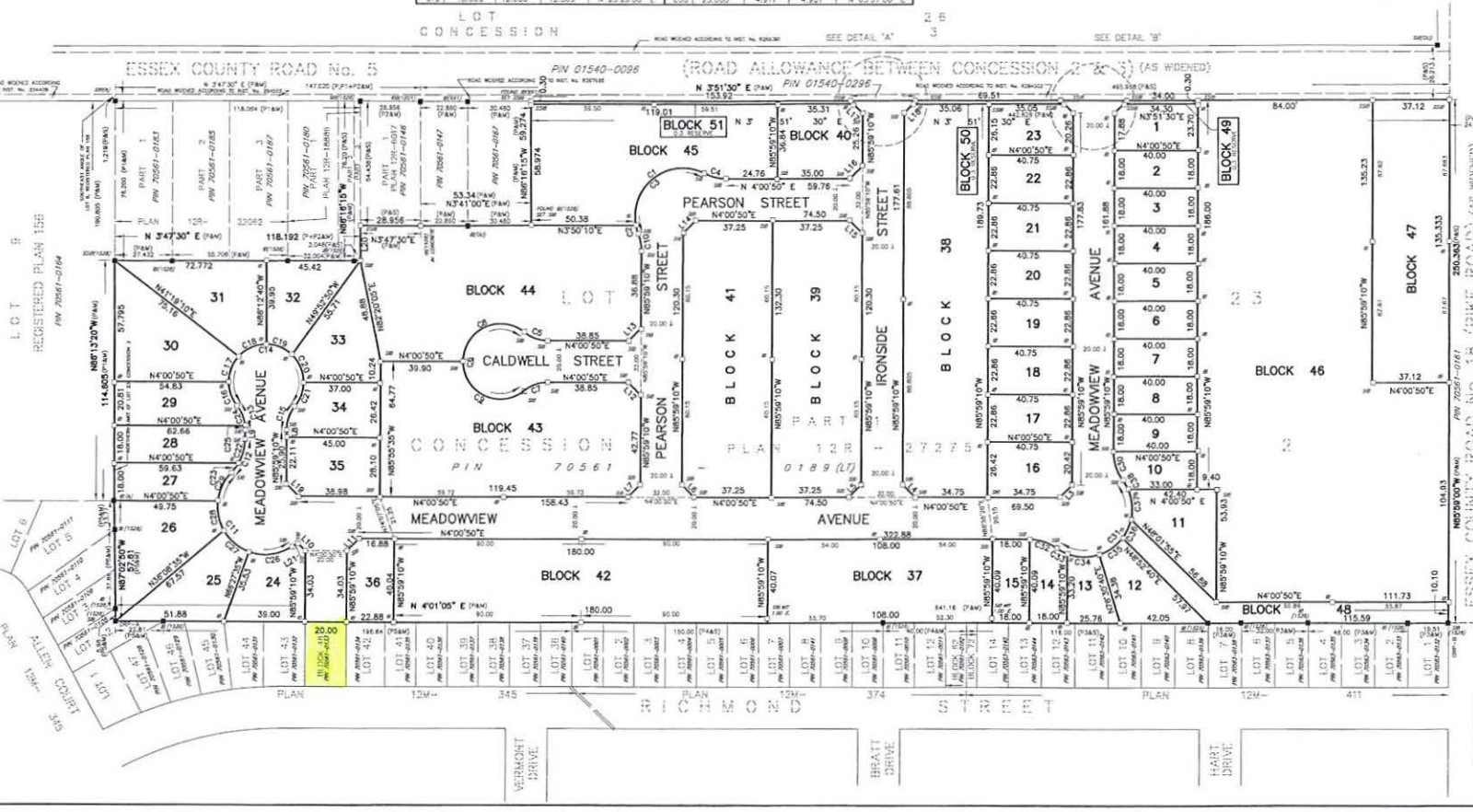
William King
 WILLIAM KING, M.O.P., R.P.S.
 Manager, Planning Services
 County of Essex

PLAN 12M-628

I CERTIFY THAT THIS PLAN IS REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF ESSEX (12) AT 4:50 O'CLOCK ON THE 6th DAY OF MARCH 2018 AND ENTERED IN THE PARCEL REGISTER FOR PROPERTY IDENTIFIER P.I.N. 70561 - 0189(LT)

AND REQUIRED CONSENTS ARE REGISTERED AS PLAN DOCUMENT No. CE 2192394

BARBARA CAIRA
 REPRESENTATIVE FOR LAND REGISTRAR



PLAN OF SUBDIVISION
 OF
PART OF LOT 23
CONFESSION 2
 IN THE GEOGRAPHICAL TOWNSHIP OF MALDEN, NOW IN THE
TOWN OF AMHERSTBURG
COUNTY OF ESSEX, ONTARIO
CLARKE SURVEYORS INCORPORATED - 2018
 SCALE : 1:1250 (METRIC)

"METRIC" DISTANCES & COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO DECIMAL FEET BY DIVIDING BY 0.3048

- LEGEND**
- [Symbol] DENOTES SURVEY MONUMENT SET AND MARKED 1:0:1
 - [Symbol] DENOTES SURVEY MONUMENT FOUND
 - [Symbol] DENOTES STANDING HIGH B.M.
 - [Symbol] DENOTES EXISTING CONCRETE CURB
 - [Symbol] DENOTES EXISTING GULLY
 - [Symbol] DENOTES EXISTING DRIVE
 - [Symbol] DENOTES EXISTING DRIVE
 - [Symbol] DENOTES SURVEY MONUMENT FOUND
 - [Symbol] DENOTES BROWN UNIVERSITY
 - [Symbol] DENOTES BOARD FENCE
 - [Symbol] DENOTES CHAIN LINK FENCE
 - [Symbol] DENOTES ROSS A. CLARKE, O.L.S.
 - [Symbol] DENOTES NOT TO SCALE
 - [Symbol] DENOTES PERPENDICULAR DISTANCE
 - [Symbol] DENOTES SET
 - [Symbol] DENOTES WASHED
 - [Symbol] DENOTES DRIVE MONUMENT
 - [Symbol] DENOTES SET BY PROPORTION
 - [Symbol] DENOTES PLAN 12M-1888
 - [Symbol] DENOTES PLAN 12M-2262
 - [Symbol] DENOTES PLAN 12M-1079
 - [Symbol] DENOTES PLAN 12M-411
 - [Symbol] DENOTES PLAN 12M-374
 - [Symbol] DENOTES PLAN 12M-345

OWNER'S CERTIFICATE
 THIS IS TO CERTIFY THAT:
 1. LOTS 1 TO 28 (INCLUSIVE), BLOCKS 37 TO 48 (INCLUSIVE), RESERVE BLOCKS 49 TO 51 (INCLUSIVE) AND THE STREETS NAMED MEADOWVIEW AVENUE, IRONSIDE STREET, PEARSON STREET, CALDWELL STREET;
 2. THE STREETS ARE HEREBY DEDICATED AS PUBLIC HIGHWAYS TO THE TOWN OF AMHERSTBURG
 DATED THE 21ST DAY OF FEBRUARY, 2018.

W. King
 WITNESS

[Signature]
 ROSS A. CLARKE
 ONTARIO LAND SURVEYOR
 for CLARKE SURVEYORS INCORPORATED

1352120 ONTARIO LIMITED
 SECRETARY
 I HAVE THE AUTHORITY TO BIND THE CORPORATION"

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYORS ACT AND THE SURVEYORS REGULATION AND THE LAND TITLES ACT AND THE REGULATIONS MADE THEREUNDER;
 2. THE SURVEY WAS COMPLETED ON THE 20TH DAY OF FEBRUARY, 2018.

Elio G. L. 1618

CLARKE SURVEYORS INCORPORATED
 2055 Lakeshore Road
 Tecumseh, Ontario
 N0W 2A1
 Ph: (519) 258-4166
 Fax: (519) 735-2155
 BRANTON AND HAMILTON ONTARIO
 Toll Free: 1-888-735-4166

ASSOCIATE COMPANY
MACKAY MACKAY & PETERS
 5000
 L.M.L.T.E.D.
 BRANTON AND HAMILTON ONTARIO

Drawn by: **L.S.P.**
 Checked by: **KRB**
 Job No.: **35440-01**
 File: **L-MALD-2-23**
 Plan File: **11-639**

CAD DATE: 21/02/2018 7:31AM CAD FILE: N:\2018\12M\12M-0189-LT.dwg

**THE CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2018-47**

**By-law to dedicate certain lands in the
Town of Amherstburg as a Public Highway
(Meadowview Avenue)**

WHEREAS the Municipal Act, R.S.O. 2001, c.25 Sections 24-68 authorizes the Council of every municipality to pass a by-law for establishing, laying out, acquiring, assuming, or naming a highway;

AND WHEREAS the land has been transferred in title to the Town and it is now appropriate to dedicate Block 48, 12M345 as a continuation of Meadowview Avenue as follows:

12M345, Block 48 (PIN 70561-0133) Area 620.5 sq m

NOW THEREFORE the Council of the Corporation of the Town of Amherstburg enacts as follows:

1. THAT the lands described as Block 48, 12M345, PIN 70561-0133, with an area of 620.5 square metres in the Town of Amherstburg, County of Essex, Province of Ontario is hereby dedicated as a public highway, and forms part of Meadowview Avenue.
2. THAT this By-law shall come into force and take effect immediately upon the final passing thereof at which time all by-laws that are inconsistent with the provisions of this by-law and the same are hereby amended insofar as it is necessary to give effect to the provisions of this by-law.

Read a first, second and third time and finally passed this 14th day of May, 2018.

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Table with 2 columns: Author's Name, Report Date, Author's Phone, Date to Council, Author's E-mail, Resolution #.

To: Mayor and Members of Town Council

Subject: Request for Removal of Part Lot Control- Kingsbridge Subdivision Phase 8B-1

1. RECOMMENDATION:

It is recommended that:

- 1. The report from the Manager of Planning Services dated April 19, 2018 regarding the Request for Removal of Part Lot Control- Kingsbridge Subdivision Phase 8B-1, BE RECEIVED;
2. The application for removal of Part Lot Control for Lots 29, 30, 31 and 32, Block 56 and Dunn Street, Registered Plan 12M-632 BE APPROVED; and,
3. BY-LAW 2018-50 being a by-law to remove certain lands from Part Lot Control (12M-632) be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

2. BACKGROUND:

The Town is in receipt of a request from 1078217 Ontario Limited requesting that Council pass a by-law exempting Lots 29, 30, 31, 32 and Block 56 and Dunn Street on Registered Plan 12M-632 in the above subdivision from the part lot control provisions of the Planning Act, R.S.O. 1990, c.P. 13, for the purposes of lot reconfiguration. On April 23, 2018, Council passed By-law 2018-38 closing Dunn Street and approving the conveyance of the lands back to the Developer to allow for the reconfiguration.

3. DISCUSSION:

The reconfiguration will result in 4 parcels being assembled from 3 original lots and Dunn Street, resulting in a gain of one building lot. However, the frontages of the lots (29A, 29, 30, and 31) are technically on Welsh Avenue and Dunn Street was never constructed. The 4 reconfigured lots have already been fully serviced with municipal services. The part lot control exemption by-law is required to permit the sale of the reconfigured lots.

Subsection 7 of Section 50 of the Planning Act, R.S.O. 1990, c.P. 13, provides Council with this authority subject to approval of the By-law by the County of Essex.

We have therefore prepared By-law 2018-50 for Council consideration providing that Subsection 5 of Section 50 of the Planning Act, R.S.O. 1990, c.P. 13, does not apply to the above mentioned lots.

Subsection 7.3 of Section 50 of the Planning Act, R.S.O. 1990, c.P. 13, provides that the by-law terminates at the expiration of the time period specified in the by-law. We have provided an expiration date of May 14th, 2021. Part Lot Control will once again apply upon expiration of the By-law.

The proposal is in compliance with the Town's planning documents and the Planning Act, R.S.O. 1990, c.P.13, provides Council with this authority.

Attached is a copy of Plan 12M-632 showing the existing layout and a sketch of the lot reconfiguration.

4. RISK ANALYSIS:

The recommendation presents no risk to the municipality.

5. FINANCIAL MATTERS:

The costs associated with the request and planning processes are the responsibility of the developer.

Construction of one additional dwelling on the reconfigured lot would provide \$12,743.00 in development charges and estimated property taxes of \$4,095 per year on a property valued at \$250,000. The Town's portion of those taxes would be approximately \$2,475 per year.

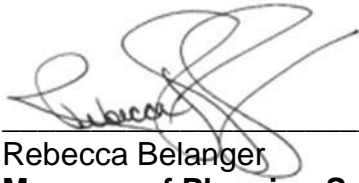
Property taxes and development charges collected offset the cost of providing services and growth related infrastructure respectively infrastructure, within the Town.

6. CONSULTATIONS:

N/A

7. **CONCLUSION:**

Administration is recommending approval of the proposed part lot control exemption by-law.

A handwritten signature in black ink, appearing to read 'Rebecca', is written over a horizontal line.

Rebecca Belanger
Manager of Planning Services

jm

Report Approval Details

Document Title:	Request for Removal of Part Lot Control- Kingsbridge Subdivision.docx
Attachments:	- Report to Council- May 14- Request for Removal of Part Lot Control- Kingsbridge Subdivision Phase 8B-1- ATTACHMENTS.pdf
Final Approval Date:	May 3, 2018

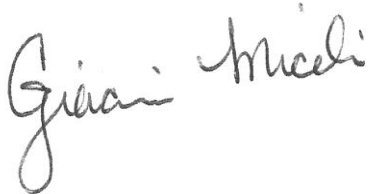
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 1, 2018 - 9:22 AM



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 1, 2018 - 12:00 PM



John Miceli - May 1, 2018 - 3:25 PM



Paula Parker - May 3, 2018 - 10:15 AM

**CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2018-50**

**By-law to remove certain lands from
Part Lot Control (12M-632)
(Kingsbridge Subdivision)**

WHEREAS Subsection 5 of Section 50 of the Planning Act, R.S.O. 1990, Chapter P13 provides that Part Lot Control shall apply where land is within a plan of subdivision;

AND WHEREAS Subsection 7 of Section 50 of the Planning Act provides that Council may by by-law provide that Subsection 5 does not apply to land that is within such registered plan of subdivision or part or parts thereof as is or are designated in the by-law, and, where the by-law is approved by the County of Essex, Subsection 5 ceases to apply to such land;

AND WHEREAS it is deemed desirable that the provisions of Subsection 5 shall not apply to certain lands within Registered Plan 12M-632.

AND WHEREAS Subsection 7.3 of Section 50 of the Planning Act provides that the by-law expires at the expiration of the time frame specified in the by-law.

NOW THEREFORE the Council of the Corporation of the Town of Amherstburg enacts as follows:

1. Subsection 5 of Section 50 of the Planning Act, R.S.O. 1990, Chapter P13 does not apply to the following:

All and singular those certain parcels or tracts of land and premises situate, lying and being in the Town of Amherstburg, the County of Essex, and Province of Ontario and being composed of Lots 29, 30, 31 and 32, Block 56 and all of Dunn Street, Registered Plan 12M-632, and known locally as Kingsbridge Subdivision.

2. That this By-Law shall come into force and effect upon approval thereof by the County of Essex.
3. That this By-law shall expire on the 14th day of May, 2021.

Read a first, second and third time and finally passed this 14th day of May, 2018.

MAYOR- ALDO DICARLO

CLERK- PAULA PARKER

PLAN 12M-632

I CERTIFY THAT THIS PLAN IS REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF ESSEX (13) AT 11:58 O'CLOCK ON THE 14th DAY OF June 2017 AND ENTERED BY THE PARCEL REGISTER FOR PROPERTY IDENTIFIER 01545-1704 AND REQUIRED CONSENTS ARE REGISTERED AS PLAN NO. CE 175749

"Robert Barchele" REPRESENTATIVE FOR LAND REGISTRAR

THIS PLAN COMPRISES PART OF THE LAND IDENTIFIED BY P.L.N. 01545-1704.

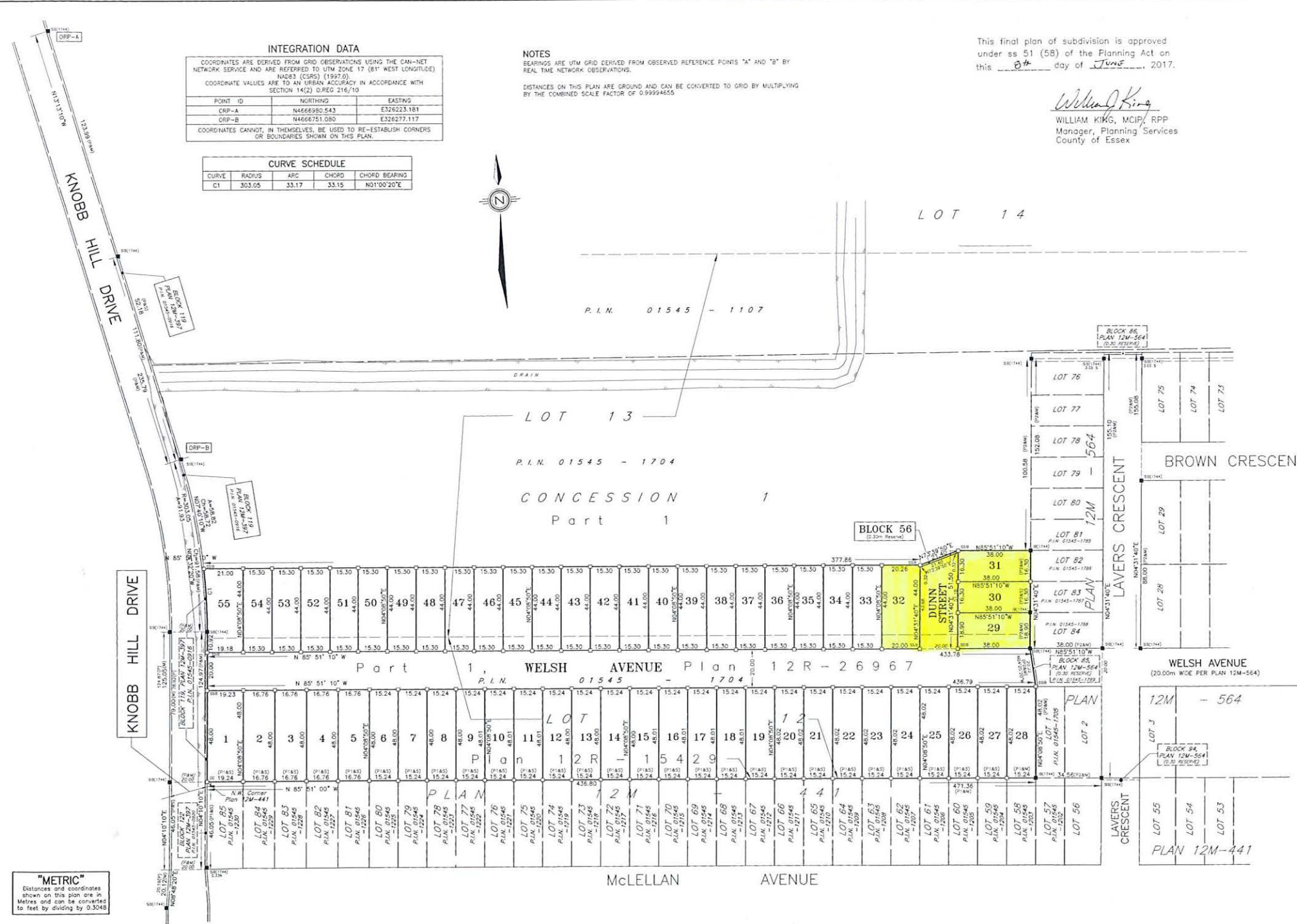
This final plan of subdivision is approved under ss 51 (58) of the Planning Act on this 04th day of June 2017.

William King WILLIAM KING, MCIIP, RPP Manager, Planning Services County of Essex

INTEGRATION DATA table with columns: POINT ID, NORTHING, EASTING. Rows: CRP-A, CRP-B.

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

CURVE SCHEDULE table with columns: CURVE, RADIUS, ARC, CHORD, CHORD BEARING. Row: C1.



PLAN OF SUBDIVISION OF PART OF LOTS 12 & 13, CONCESSION 1 GEOGRAPHIC TOWNSHIP OF ANDERDON NOW IN THE TOWN OF AMHERSTBURG COUNTY OF ESSEX, ONTARIO

VERHAEGEN • STUBBERFIELD • HARTLEY • BREWER • BEZAIRE INC. SCALE = 1:1000

- LEGEND ALL MONUMENTS SHOWN THUSLY (S) ARE IRON BARS (B) UNLESS OTHERWISE NOTED. DENOTES 25mm X 25mm X 1.22m STANDARD IRON BAR...

OWNERS CERTIFICATE THIS IS TO CERTIFY THAT: 1. LOTS 1 TO 55 (INCLUSIVE), BLOCK 56 (BEING 0.30 METRE RESERVES) AND THE STREETS NAMED WELSH AVENUE AND DUNN STREET HAVE BEEN LAID IN ACCORDANCE WITH OUR INSTRUCTIONS.

1078217 ONTARIO LIMITED Michael R. Dunn MICHAEL R. DUNN I HAVE THE AUTHORITY TO BIND THE CORPORATION

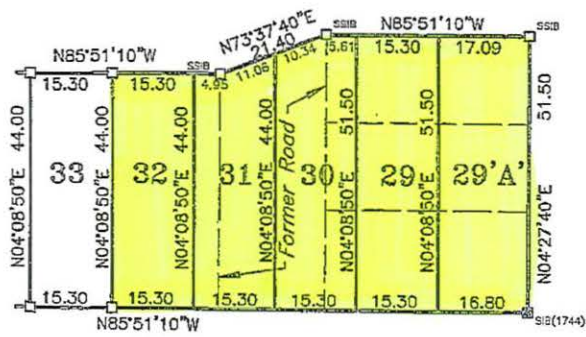
SURVEYOR'S CERTIFICATE I CERTIFY THAT: 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.

DATE: APRIL 22, 2017 Andrew S. Mantia ANDREW S. MANTIA ONTARIO LAND SURVEYOR

WINDSOR 944 Ottawa Street... LEAMINGTON 187 Tabor Street East... VERHAEGEN STUBBERFIELD HARTLEY BREWER BEZAIRE INC.

ONTARIO LAND SURVEYORS table with columns: DRAWN BY, CHECKED BY, CAD DATE, CAD FILE, WORK ORDER, FILE NO., E-AND-1-12, PLAN FILE NO.

"METRIC" Distances and coordinates shown on this plan are in Metres and can be converted to feet by dividing by 0.3048





THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Rebecca Belanger	Report Date: April 27, 2018
Author's Phone: 519 736-5408 ext. 2124	Date to Council: May 14, 2018
Author's E-mail: rbelanger@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Development Agreement for 110 St. Arnaud Street

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Manager of Planning Services dated April 27, 2018, regarding the Development Agreement for 110 St. Arnaud Street **BE RECEIVED**;
2. The site plan and development agreement for 110 St. Arnaud Street **BE APPROVED**; and,
3. **By-law 2018-53** being a by-law to authorize the signing of a development agreement be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign the same.

2. **BACKGROUND:**

The Town is in receipt of an application for site plan control in accordance with Section 41 of the Planning Act, from John Miller, Matassa Incorporated, on behalf of Diageo Canada Inc. The property is legally described as Lots 78 to 84, Part Lots 68 to 77, 85 and 86, Plan 240, Parts 2 to 4, 12R-18719 municipally known as 110 St. Arnaud. The applicant is proposing a warehouse expansion consisting of two building additions, one loading dock joining warehouse 1 with 3 and one loading dock joining warehouse 2 with 4, each including a kitchenette and washroom facility.

3. DISCUSSION:

The property is zoned Light Industrial (LI) Zone in By-law 1999-52, as amended and designated Light Industrial in the Town's Official Plan. The subject lands located at 110 St. Arnaud Street has a total area of 71.84 acres. The Light Industrial designation allows for industrial uses as permitted within this designation. The location of the buildings, parking spaces and re-development is in keeping with the Zoning By-law regulations.

The proposed exterior building façade of the new construction will consist of prefinished insulated metal siding. The construction technique of this building will be in accordance with all requirements of the Ontario Building Code.

The site has full municipal services and has been designed to the satisfaction of the Town's Engineering and Public Works Department.

The following are highlights of the Development Agreement:

- (i) Sections 1 to 10 set out the Schedules and required approvals from the various Ministries and Agencies.
- (ii) Sections 11 to 16 address standard provisions relative to repairs to damaged curbs, snow removal, stormwater management/ drainage, garbage and refuse, lighting and noise.
- (iii) Sections 17 to 30 address driveways for emergency vehicles, legal obligations for completion of the work and inspections.
- (iv) Sections 31 to 40 address financial securities and agreement on title, interpretation and application of the agreement.

The proposed development conforms to the Town's planning documents and the Development Agreement addresses site servicing issues in accordance with the requirements of the Planning Act.

4. RISK ANALYSIS:

The recommendation presents little to no risk to the municipality. The proposed site plan provides further enhanced industrial use on the site as supported by the policies in the Town's Official Plan. The Site Plan Control Process, as regulated by Section 41 of the Planning Act serves to protect the municipality's interest as the agreement will be registered on the title of the property. Section 41 of the Planning Act is applicable law to the Ontario Building Code.

5. FINANCIAL MATTERS:

The costs associated with the application and planning processes are the responsibility of the developer. Support of industrial land uses promotes stability in industrial assessment base.

6. CONSULTATIONS:

The Essex Region Conservation Authority was circulated the site plan and provided correspondence which stated that this site is not located within a regulated area that is under the jurisdiction of the ERCA (Section 28 of the *Conservation Authorities Act*). As a result, a permit is not required from ERCA for issues related to Section 28 of the *Conservation Authorities Act*, Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulations under the *Conservation Authorities Act*, (Ontario Regulation No. 158/06). There are no concerns relating to stormwater management and no objection to the application with respect to natural heritage policies.

The Engineering and Public Works Department has been consulted throughout the application process and is satisfied with the provisions of the development agreement.

The Building and Fire Department had no comments.

7. CONCLUSION:

It is recommended that the Development Agreement for 110 St. Arnaud Street be approved by Council and By-law 2018-53 be adopted by Council as recommended. The agreement will then be sent for registration.



Rebecca Belanger
Manager of Planning Services

jm

DEPARTMENTS/OTHERS CONSULTED:

Name: Essex Region Conservation Authority
Phone #: 519 776-5209

Name: Amherstburg Accessibility Advisory Committee
Phone #: 519 736-0012 ext. 2250

Name: Town of Amherstburg Engineering and Public Works Department
Phone #: 519 736-3664 ext. 2313

Name: Town of Amherstburg Building Department
Phone #: 519 736-5408 ext. 2136

Name: Town of Amherstburg Fire Department
Phone #: 519 736-0012 ext. 2231

Report Approval Details

Document Title:	Development Agreement for 110 St. Arnaud Street.docx
Attachments:	- Report to Council- May 14- Development Agreement for 110 St. Arnaud Street- ATTACHMENTS.pdf
Final Approval Date:	May 9, 2018

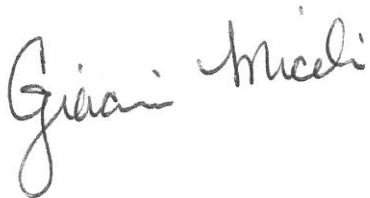
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 2, 2018 - 5:02 PM



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 4, 2018 - 9:13 AM



John Miceli - May 7, 2018 - 12:39 PM



Paula Parker - May 9, 2018 - 11:26 AM



Town of Amherstburg
110 St. Arnaud



**THE CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2018-53**

**By-law to authorize the execution of a Development Agreement
between Diageo Canada Inc. and
the Corporation of the Town of Amherstburg
110 St. Arnaud Street, Amherstburg**

WHEREAS under Section 8 of the Municipal Act 2001, S.O., 2001, c. 25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS under Section 9. (1) (a) and (b) of the Municipal Act 2001, S.O., 2001, c. 25, as amended, Section 8 shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues;

AND WHEREAS the Corporation of the Town of Amherstburg and the Owner have agreed to the site plan, site servicing and elevations in the Development Agreement;

AND WHEREAS the Corporation of the Town of Amherstburg and owners of said property have agreed to the terms and conditions of a Development Agreement in the form annexed hereto;

NOW THEREFORE the Corporation of the Town of Amherstburg enacts as follows:

1. THAT the Mayor and Clerk be hereby authorized to enter into a Development Agreement between Diageo Canada Inc. and the Corporation of the Town of Amherstburg for the re-development of 110 St. Arnaud for two building additions, said agreement affixed hereto;
2. THAT this By-law shall come into force and take effect immediately upon the final passing thereof at which time all by-laws that are inconsistent with the provisions of this by-law and the same are hereby amended insofar as it is necessary to give effect to the provisions of this by-law.

Read a first, second and third time and finally passed this 14th day of May, 2018.

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER

DEVELOPMENT AGREEMENT

THIS AGREEMENT made in quadruplicate this 14th day of May, 2018.

BETWEEN:

DIAGEO CANADA INC.
(Hereinafter collectively called "**Owner**")

OF THE FIRST PART;

- and -

THE CORPORATION OF THE TOWN OF AMHERSTBURG
(Hereinafter called the "**Corporation**")

OF THE SECOND PART;

Hereinafter collectively referred to as the "**Parties**"

WHEREAS the lands affected by this Agreement are described in Schedule "A" attached hereto, and are hereinafter referred to as the "**Lands**";

AND WHEREAS Diageo Canada Inc. warrants it is the registered owner of the Lands outlined in Schedule "A";

AND WHEREAS, in this Agreement the "**Owner**" includes an individual, an association, a partnership or corporation and, wherever the singular is used therein, it shall be construed as including the plural;

AND WHEREAS the Official Plan in effect in Amherstburg designated parts of the area covered by the Official Plan, including the Lands, as a Site Plan Control area;

AND WHEREAS the Owner intends to develop the Lands for the purpose of two building additions, one loading dock joining warehouse 1 with 3 and one loading dock joining warehouse 2 with 4, each including a kitchenette and washroom facility in accordance with the Site Plan attached hereto as Schedule "B", and hereinafter referred to as the "Site Plan";

AND WHEREAS the Corporation as a condition of redevelopment of the Lands requires the Owner to enter into a Development Agreement;

WHEREAS the lands affected by this Agreement are described in Schedule "A" attached hereto, and are hereinafter referred to as the "said lands";

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises, along with the sum of FIVE (\$5.00) DOLLARS of lawful money of Canada, now paid by each of the Parties hereto to each of the other parties hereto, the receipt and sufficiency of which are hereby acknowledged, the Owner hereby covenants and agrees with the Corporation as follows:

1. The following Schedules attached hereto, are hereby made a part of this Agreement as fully and to all intents and purposes as though recited in full herein:
2. Schedule "A" hereto describes the Lands.

3. Schedule "B" (the "Site Plan") hereto shows:
 - (a) The location of all existing buildings and structures;
 - (b) The location and provision of off-street vehicular parking facilities and access driveways including driveways for emergency vehicles;
 - (c) The location of existing service roads and parking areas.
4. Schedule "C" hereto shows:
 - (a) Site services
5. Schedule "D" hereto shows:
 - (a) Underground site services
6. Schedule "E" hereto shows:
 - (a) Preliminary layout of existing warehouses and building additions;
 - (b) Dock Plan;
 - (c) Elevations of loading dock additions.
7. Schedule "F" here to shows:
 - (a) Plan, profiles and details
8. The Owner shall be responsible for consulting with and obtaining any necessary approvals from Essex Power regarding any matters that relate to services for the Development Lands to be provided by Essex Power. In addition, the Owner shall be responsible for any costs associated with the reconstruction, relocation or changes to the hydro system resulting from this development.
9. The Owner shall be responsible for consulting with and obtaining any necessary approvals from Union Gas and Bell Canada regarding any matters that relate to services to be provided by Union Gas and Bell Canada. In addition, the Owner shall be responsible for any costs associated with the reconstruction, relocation or changes to these services resulting from this development.
10. The Owner shall be responsible for consulting with and obtaining any necessary approval or permits from the Ministry of the Environment and Climate Change, the County of Essex and/or the Essex Region Conservation Authority (E.R.C.A.).
11. If any curbs, sidewalks, boulevards or highway surfaces of the Corporation are damaged during the development by the Owner, such damage shall be repaired or replaced by the Owner.
12. Snow removal from the parking or loading areas and lanes, driveways and walkways shall be the responsibility of the Owner.
13. The Owner shall install and maintain a system for the disposal of storm and surface water as indicated on Schedule "D" so that no such water will flow along the surface from the said lands onto any adjoining lands.
14. Any garbage or refuse that is stored outside shall be stored in a non-combustible container and maintained so that the garbage or refuse does not blow or fall out of the container.
15. Any and all lighting shall be installed and maintained in accordance with the standards set out in the Town's Development Manual, and, so as to not, in the opinion of the Corporation, interfere with the use or enjoyment of adjacent properties or with the safe flow of traffic on abutting or adjacent streets.

16. The Town will monitor any increased noise resulting from the approval of the elevations and site plan as proposed by this development. The developer shall comply with all provisions of the Town's Noise By-law 2001-43, as amended from time to time. The Town reserves the right to engage the developer to make improvements and modifications to the satisfaction of the Town necessary to relieve noise emissions which are found to be in contravention of MOECC Noise Guidelines and/or the Town's Noise By-law, when measured from the subject lands to neighbouring sensitive land uses. The Town may impose reasonable timelines for the rectification of excessive noise emissions before the remedies contained elsewhere in this Agreement are sought. The Town will work with the developer in the spirit of cooperation to achieve a positive result.
17. The Owner agrees that any Municipal property, including without limiting the generality of the foregoing, curbs, gutters, pavements, sidewalks, or landscaped areas on the public highway and any property belonging to a third party, which are damaged during construction or otherwise, shall be restored to the satisfaction of the Town. The Owner shall keep the subject lands in a state of good repair (including the cutting of weeds) and upon written notice from the Town shall correct deficiencies in the state of repair within ten (10) days thereof.
18. The Owner agrees that the site will be inspected on an annual basis and any deficiencies will require immediate correction in accordance with the approved site plan.
19. All driveways for emergency vehicles shall:
 - (1) Be connected with a public thoroughfare;
 - (2) Be designed and constructed to support expected loads imposed by firefighting equipment;
 - (3) Be surfaced with concrete, asphalt or other material capable of permitting accessibility under all climatic conditions;
 - (4) Have a clear width of 3 metres at all times;
 - (5) Be located not less than 3 metres and not more than 15.2 metres measured horizontally and at right angles from the face of the building;
 - (6) Have an overhead clearance not less than 4.5 metres;
 - (7) Have a change in gradient of not more than 1 in 12.5 over a minimum distance of 15.2 metres; and
 - (8) Have approved signs displayed to indicate the emergency route.
20. If the Ontario Building Code requires that an architect or professional engineer or both shall be responsible for the field review of any new building or extension provided for in this Agreement, the Owner shall not occupy or use or permit to be occupied or used any said new building or extension until after an architect or professional engineer has given to the Corporation a letter addressed to the Corporation and signed by him certifying that all services on or in the said lands, required for this development or redevelopment, newly installed by the Owner in connection with this development or redevelopment and not contained within a building, have been installed and completed in a manner satisfactory to the architect or professional engineer.
21. The Corporation through its servants, officers and agents including its building inspector, plumbing inspector, fire chief, public works head and municipal engineer may from time to time and at any time enter on the Lands to inspect:
 - (1) The progress of development;
 - (2) The state of maintenance as provided for in this Agreement.
22. In the event of any servant, officer or agent of the Corporation determining upon inspection that the development is not proceeding in strict accord with the plans and specifications filed with the Corporation, such servant, officer or agent shall forthwith place a notice requiring all work to be stopped upon the Lands, and shall forward a copy by registered mail to the Owner at his last address as shown by the revised assessment rolls, and the Owner shall forthwith correct the

deficiency or deviation or appeal to Council of the Corporation as hereinafter provided.

23. In the event of any servant, officer or agent of the Corporation upon inspection being of the opinion that the state of maintenance is not satisfactory, such servant, officer or agent shall forthwith forward notice of such opinion to the Owner by registered mail at his last address as shown from the revised assessment rolls, and the Owner shall forthwith correct the deficiency or appeal to Council of the Corporation as hereinafter provided.
24. In the event that an Owner should disagree with the opinion of the servant, officer or agent of the Corporation as to the progress of the development or as to the state of maintenance, such Owner shall appear before Council of the Corporation, which after hearing the Owner, shall be permitted to express its position as to whether such progress or maintenance is satisfactory, following which Council of the Corporation shall make a decision, by resolution, as to whether to lift or sustain the prior decision of the Corporation's servant, officer or agent, which shall constitute a final determination of the matter.
25. In the event that an Owner should fail to obey a stop work order issued under Section 23 hereof, in addition to any other remedy, the Owner recognizes the right of the Corporation to apply to the Court for an Order granting injunctive relief, both interlocutory and permanent. The Owner acknowledges and admits that its failure to obey a stop work order constitutes irreparable harm to the Corporation and that the balance of convenience favours granting such injunctive relief without further proof thereof by the Corporation. The Owner shall be liable to the Corporation for all costs in relation to obtaining such an Order, including all legal costs. The costs shall be deemed to be municipal taxes and to be recoverable in accordance with Section 34 of this Agreement.
26. In the event that an Owner should fail to correct a deviation or deficiency after notice pursuant to Sections 23 or 24 or after notice of an opinion, which Council of the Corporation determines is correct under Section 25, the Council of the Corporation may by law direct or default of the matter or thing being done by the Owner, after two (2) weeks notice to it by registered mail at the last shown address of the Owner pursuant to the revised assessment rolls of passage of such by-law, that such matter or thing be done by the Corporation at the expense of the Owner, which expense may be recovered by action or like manner as municipal taxes and to be recoverable in accordance with Section 33 of this Agreement.
27. In the event of an Owner wishing to change at any time any of the buildings, structures or facilities described in the plans annexed or referred to in Section 3 hereof, it shall make application to Council of the Corporation for approval and shall not proceed with such change until approval is given by such Council, or in default by the Ontario Municipal Board, under the procedure set out in Section 41 of the Planning Act, R.S.O. 1990 herebefore referred to.
28. This Agreement and the provisions thereof do not give to the Owner or any person acquiring any interest in the said lands any rights against the Corporation with respect to the failure of the Owner to perform or fully perform any of its obligations under this Agreement or any negligence of the Owner in its performance of the said obligations or any act or omission of the Corporation under this Agreement.
29. In the event that no construction on the Lands has commenced on or before the expiry of one (1) year from the date of registration of this Agreement, the Corporation may subsequently, at its option, on one month's written notice to the Owner, terminate this Agreement, whereupon the Owner acknowledges that agrees that it will not be able to undertake any development construction on the Lands (or any further development or construction) on the Lands.

30. All facilities and matters required by this Agreement shall be provided and maintained by the Owner at its sole risk and expense to the satisfaction of the Corporation and in accordance with the standards determined by the Corporation and in default thereof and without limiting other remedies available to the Corporation, the provisions of Section 446 of the Municipal Act shall apply.
31. A financial guarantee (certified cheque or irrevocable letter of credit – self renewing without burden of proof) for FIFTY PERCENT (50%) of the value of on-site improvements of this development, exclusive of buildings and structures, is required to be paid and/or posted with the Corporation, in addition to further financial security in the amount of ONE HUNDRED PERCENT (100%) for all off-site works required as part of this development.

The Owner's engineer is required to provide a certified estimate of the cost of the on-site and off-site work for consideration by the Town's Director of Engineering and Infrastructure for his/her approval, with any decision by the Town's Director of Engineering and Infrastructure in this regard to be final and binding upon the Owner. Once the Town has inspected and approved the construction of the on-site and off-site works, the Owner will be required to provide security for a ONE (1) year maintenance period in the amount of FIFTEEN PERCENT (15%) of the cost of on-site and off-site improvements.

32. This Agreement shall be registered against the land to which it applies, at the expense of the Owner, and the Corporation shall be entitled, subject to the provisions of the Registry Act and the Land Titles Act, to enforce its provisions against the Owner named herein and any and all subsequent owners of the lands.
33. This Agreement shall ensure to the benefit of and be binding upon the Parties hereto and their respective heirs, executors, administrators, successors and permitted assigns.
34. This Agreement shall be governed by, and interpreted according to, the laws of the Province of Ontario and the laws of Canada applicable therein, and shall be treated in all respects as an Ontario Contract.
35. If any provision or part thereof of this Agreement be illegal or unenforceable, it or they shall be considered separate and severable from the Agreement, and the remaining provisions of the Agreement shall remain in force and effect and shall be binding upon the Parties hereto as though the said provision or part thereof had never been including in this Agreement; provided that the severance of the provision or part does not fundamentally impair the rights of the Corporation in which case the Corporation may declare, without the consent of the Owner, this Agreement void, and all development and construction shall cease pending the execution of a new Agreement by the parties.
36. The division of this Agreement into Articles, sections and subsections and the insertion of headings are for convenience of reference only and shall not effect the construction or interpretation hereof.
37. This Agreement may be executed in several counterparts, each of which when so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument and shall be effective as of the date set out above.
38. Words importing the singular number include the plural and vice versa; words importing the masculine gender include the feminine and neutral genders.
39. Schedules and other documents attached or referred to in this Agreement are an integral part of this Agreement, and are hereby incorporated into this Agreement by reference.

40. This Agreement constitutes the entire agreement among the Parties and except as herein stated and in the instruments and documents to be executed and delivered pursuant hereto, contains all of the representations and warranties of the respective Parties. There are no oral representations or warranties among the Parties of any kind. This Agreement may not be amended or modified in any respect except by written instrument signed by both Parties.

IN WITNESS WHEREOF the Owner and the Corporation (the latter under the hands and seals of its officers duly authorized in this regard), have executed this Agreement as of the date first above written.

OWNER: DIAGEO CANADA INC.

Per _____
Graham Andrews, Plant Manager

I have authority to bind the Corporation

**THE CORPORATION OF THE
TOWN OF AMHERSTBURG**

Per _____
Aldo DiCarlo, Mayor

Per _____
Paula Parker, Clerk

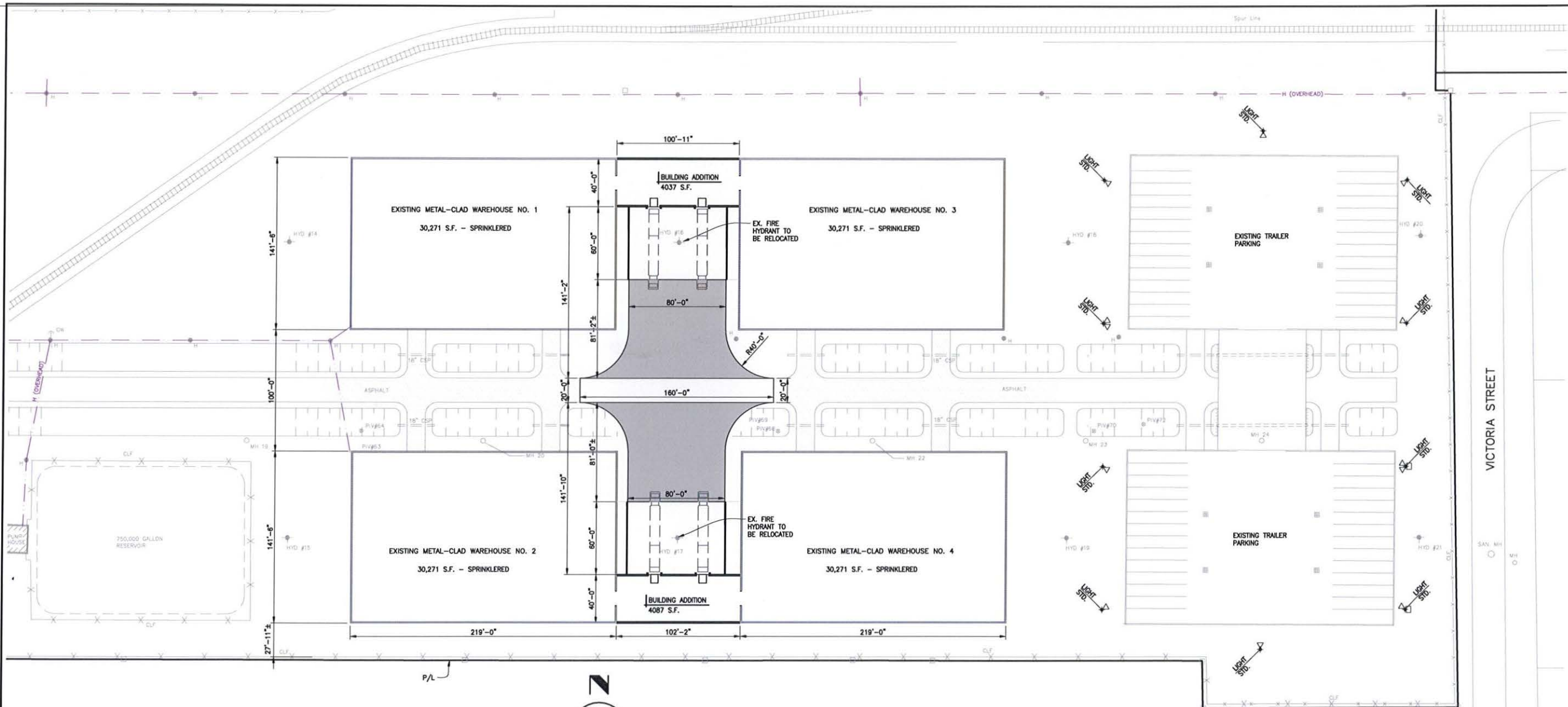
We have authority to bind the Corporation


Authorized and approved by By-law No. 2018-53
enacted the 14th day of May, 2018.

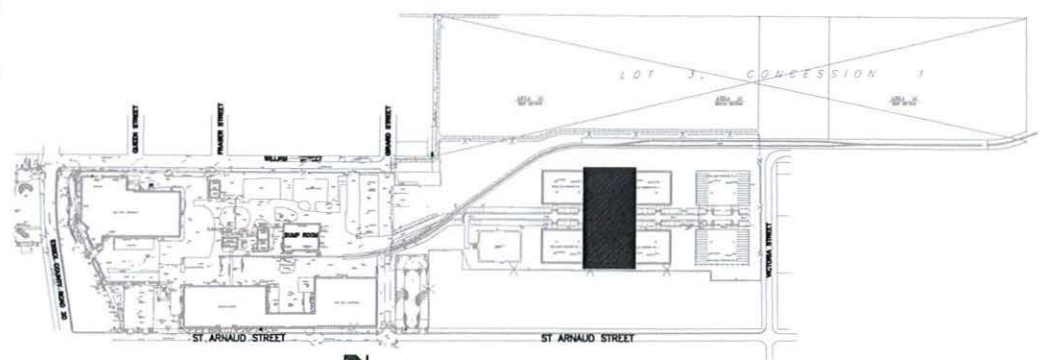
SCHEDULE "A"

The following is a description of the land to which this instrument applies:

Plan 240, Lots 78 to 84 and Part Lots 68 to 77, 85 and 86,
RP 12R-18719, Parts 2 to 4 and Part of Balaclava Street and Part of William Street
in the Town of Amherstburg,
County of Essex,
Province of Ontario




SITE PLAN
 SCALE : 1" = 40'-0"



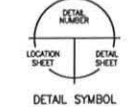


KEY PLAN
 NOT TO SCALE

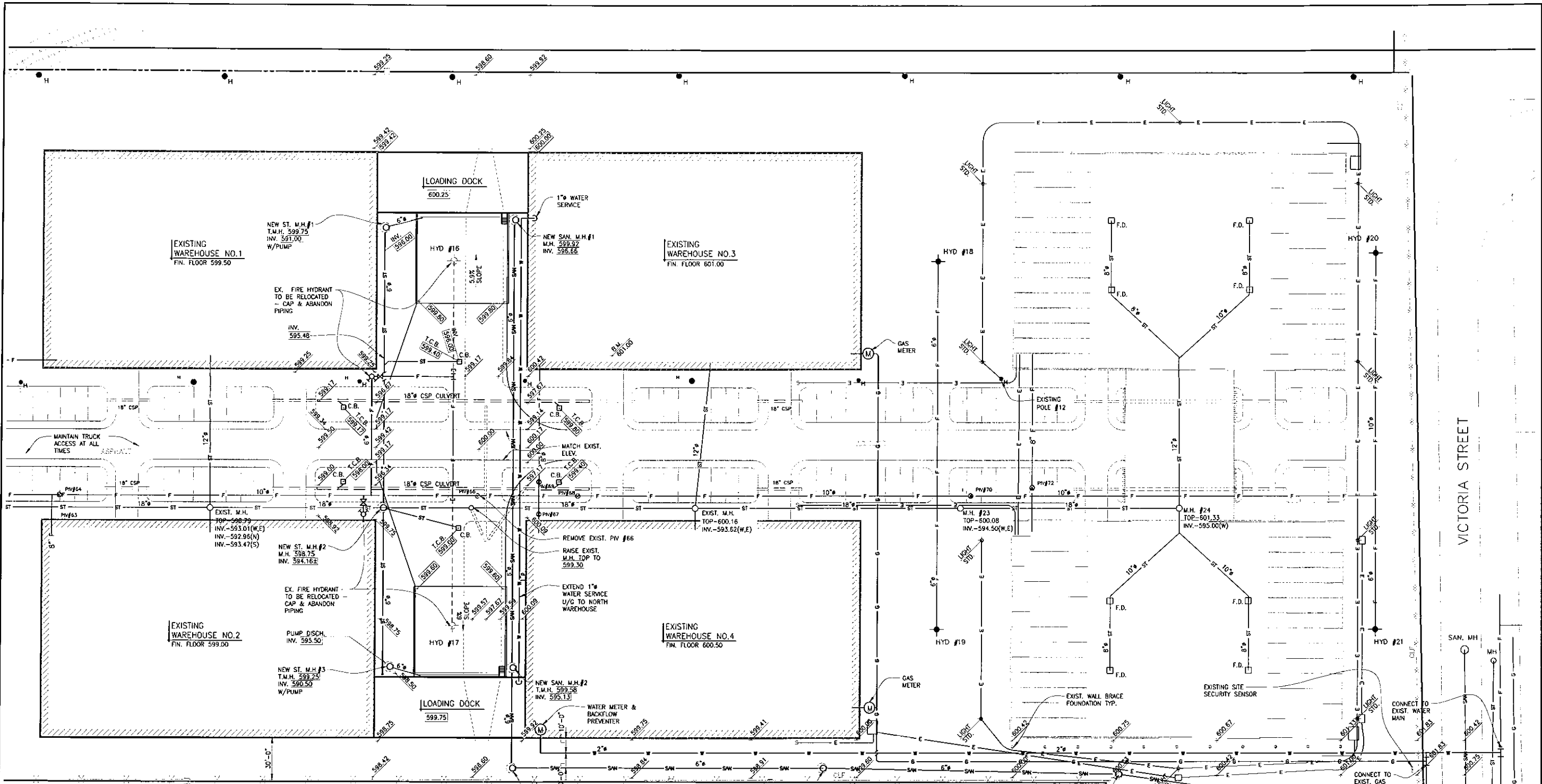
SCHEDULE "B" TO BY-LAW 2018-53
 DIAGEO CANADA INC.

Graham Andrews, Plant Manager
 TOWN OF AMHERSTBURG

Aldo DiCarlo, Mayor

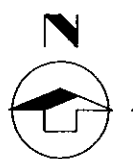
Paula Parker, Clerk

DETAIL NUMBERS 1 — 10  DETAIL SYMBOL	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">18/04/11</td> <td style="width: 50%;">S.P.C. APPLICATION</td> </tr> <tr> <td style="font-size: 8px;">DATE</td> <td style="font-size: 8px;">ISSUED FOR</td> </tr> </table>	18/04/11	S.P.C. APPLICATION	DATE	ISSUED FOR	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">T.A.</td> <td style="width: 50%;">MATASSA INC.</td> </tr> <tr> <td style="font-size: 8px;">BY CHARGE</td> <td style="font-size: 8px;">CLIENT</td> </tr> <tr> <td style="font-size: 8px;">DESIGNED</td> <td style="font-size: 8px;">PROJECT TITLE</td> </tr> <tr> <td style="font-size: 8px;">DRAWN</td> <td style="font-size: 8px;">DIAGEO - AMHERSTBURG WAREHOUSE MODIFICATIONS</td> </tr> <tr> <td style="font-size: 8px;">CHECKED</td> <td style="font-size: 8px;">SITE PLAN</td> </tr> <tr> <td style="font-size: 8px;">DATE</td> <td style="font-size: 8px;">APRIL 2018</td> </tr> <tr> <td style="font-size: 8px;">APPROVED</td> <td style="font-size: 8px;"></td> </tr> </table>	T.A.	MATASSA INC.	BY CHARGE	CLIENT	DESIGNED	PROJECT TITLE	DRAWN	DIAGEO - AMHERSTBURG WAREHOUSE MODIFICATIONS	CHECKED	SITE PLAN	DATE	APRIL 2018	APPROVED		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">18023</td> <td style="width: 50%;">PROJECT No.</td> </tr> <tr> <td style="font-size: 8px;">DWG. No.</td> <td style="font-size: 8px;">SPC-I</td> </tr> </table>	18023	PROJECT No.	DWG. No.	SPC-I	 VALDEZ ENGINEERING LTD. consulting engineers windsor, ontario
18/04/11	S.P.C. APPLICATION																									
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VICTORIA STREET

LEGEND		
DESCRIPTION	EXISTING	NEW
PROPERTY LINE	---	---
STORM SEWER	ST	ST
SANITARY SEWER	SW	SW
WATERMAIN	W	W
GAS MAIN	G	G
FIRE LINE	F	F
ELECTRICAL LINE	E	E
FIRE HYDRANT	⊙	⊙
CATCH BASIN	□ C.B.	□ C.B.
MANHOLE	○ M.H.	○ M.H.
ELEVATION	180.00	180.00



SITE PLAN
SCALE: 1" = 30'-0"

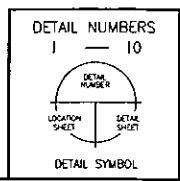
SCHEDULE "C" TO BY-LAW 2018-53
DIAGEO CANADA INC.

Graham Andrews, Plant Manager

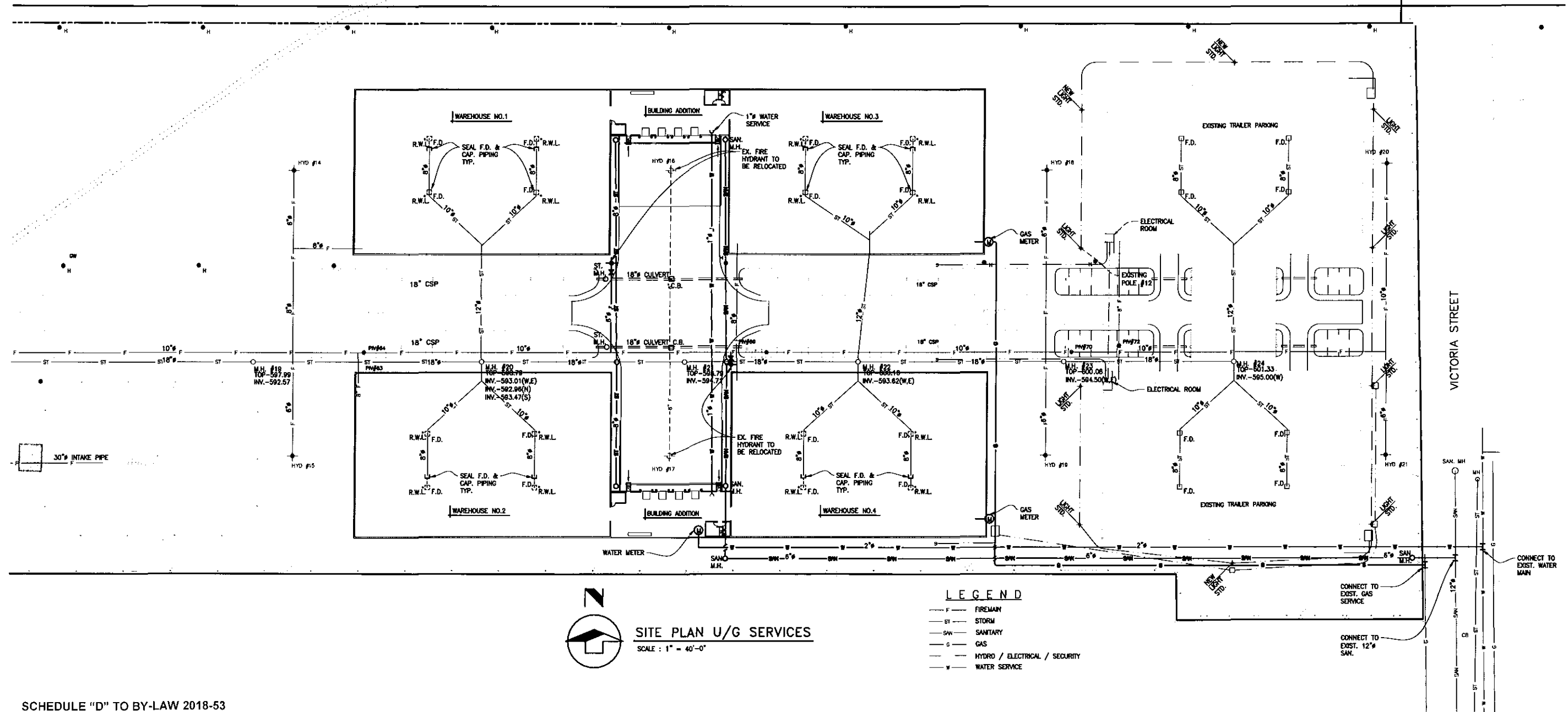
TOWN OF AMHERSTBURG

Aldo DiCarlo, Mayor

Paula Parker, Clerk



IN CHARGE T.A.	CLIENT MATASSA INC.	PROJECT NO. 18023
DESIGNED T.A.	PROJECT TITLE DIAGEO - AMHERSTBURG WAREHOUSE MODIFICATIONS	DWG. NO. SP-1
DRAWN A.M.	DWG. TITLE SITE PLAN	
CHECKED		
DATE		
APPROVED	VALDEZ ENGINEERING LTD. consulting engineers windsor, ontario	



SITE PLAN U/G SERVICES
SCALE : 1" = 40'-0"

- LEGEND**
- F — FIREMAN
 - ST — STORM
 - SW — SANITARY
 - G — GAS
 - — HYDRD / ELECTRICAL / SECURITY
 - W — WATER SERVICE

SCHEDULE "D" TO BY-LAW 2018-53

DIAGEO CANADA INC.

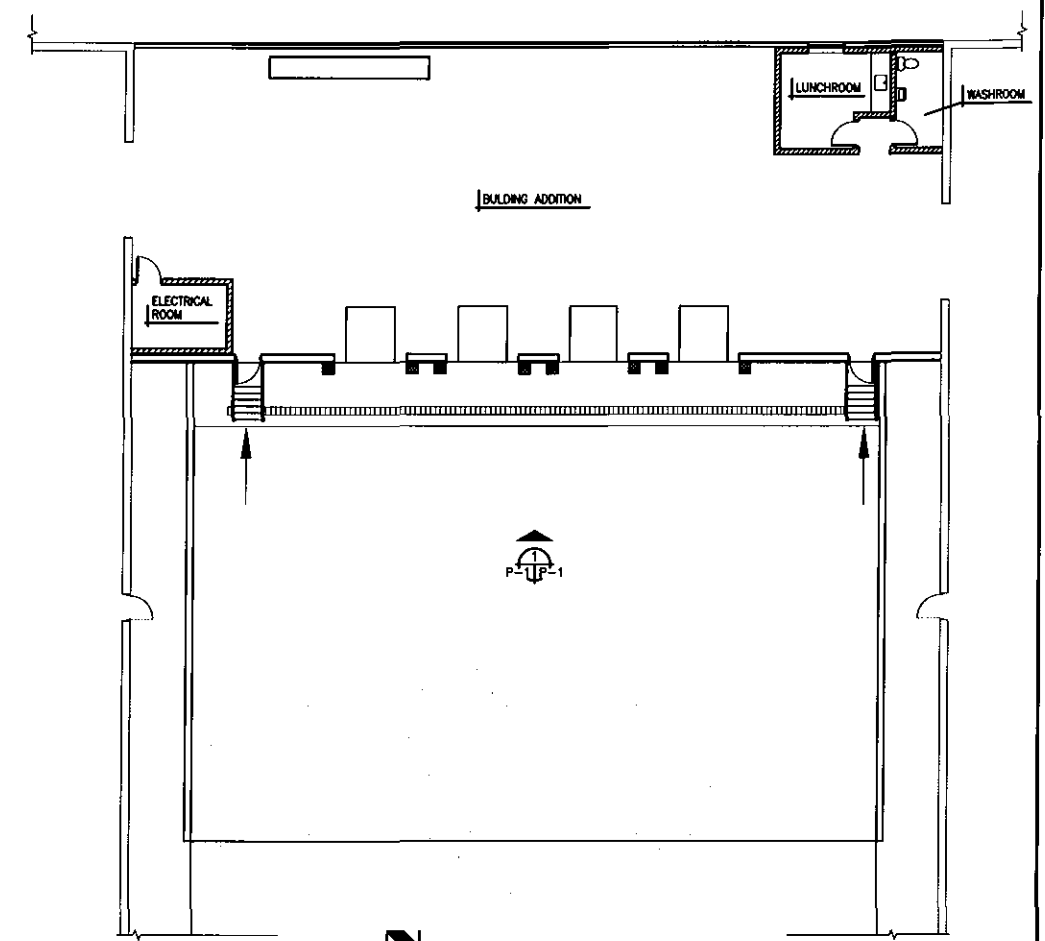
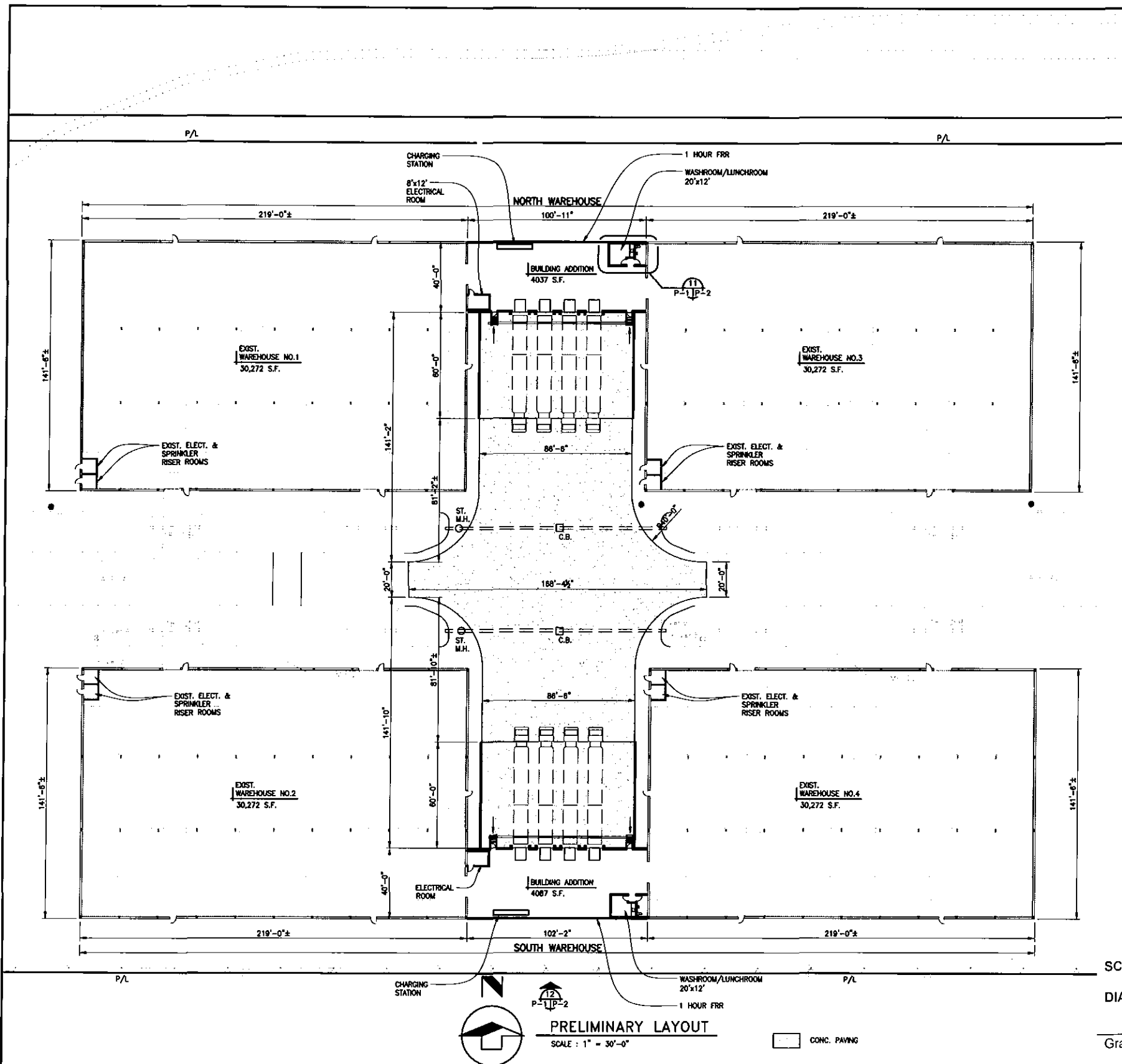
Graham Andrews, Plant Manager

TOWN OF AMHERSTBURG

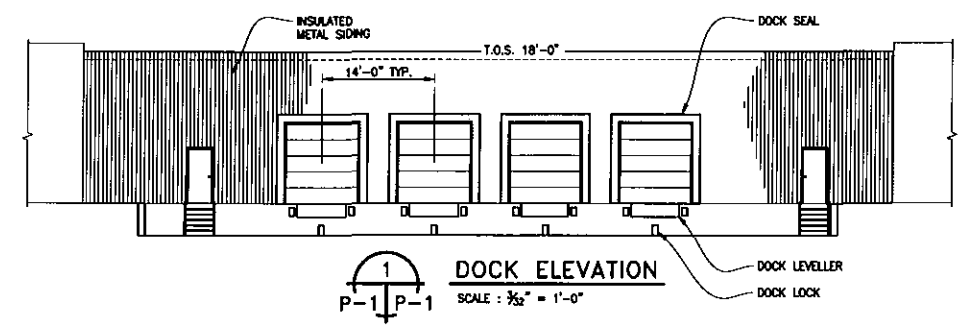
Aldo DiCarlo, Mayor

Paula Parker, Clerk

DETAIL NUMBERS II — 20 DETAIL SYMBOL	18/04/11 <small>DATE</small>	S.P.C. APPLICATION <small>ISSUED FOR</small>	R-1	IN CHARGE T.A. <small>DESIGNED</small> T.A. <small>DRAWN</small> A.M. <small>CHECKED</small> <small>DATE</small> APPROVED	CLIENT MATASSA INC. PROJECT TITLE DIAGEO - AMHERSTBURG WAREHOUSE MODIFICATIONS U/G SITE SERVICES	PROJECT No. 18023 SPEC. No. SPC-2
	VALDEZ ENGINEERING LTD. <small>consulting engineers windsor, ontario</small>					



DOCK BLOW-UP PLAN
SCALE : 3/32" = 1'-0"



DOCK ELEVATION
SCALE : 3/32" = 1'-0"

SCHEDULE "E" TO BY-LAW 2018-53

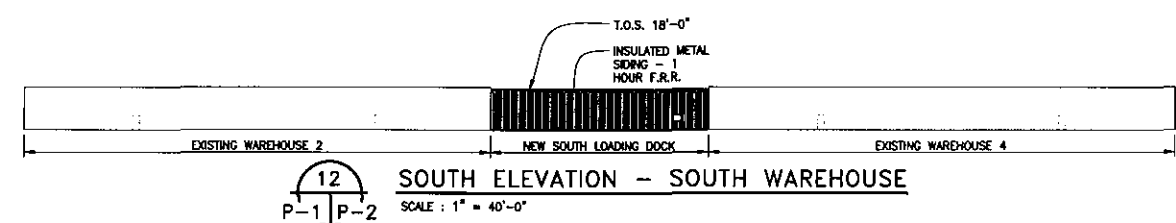
DIAGEO CANADA INC.

Graham Andrews, Plant Manager

TOWN OF AMHERSTBURG

Aldo DiCarlo, Mayor

Paula Parker, Clerk

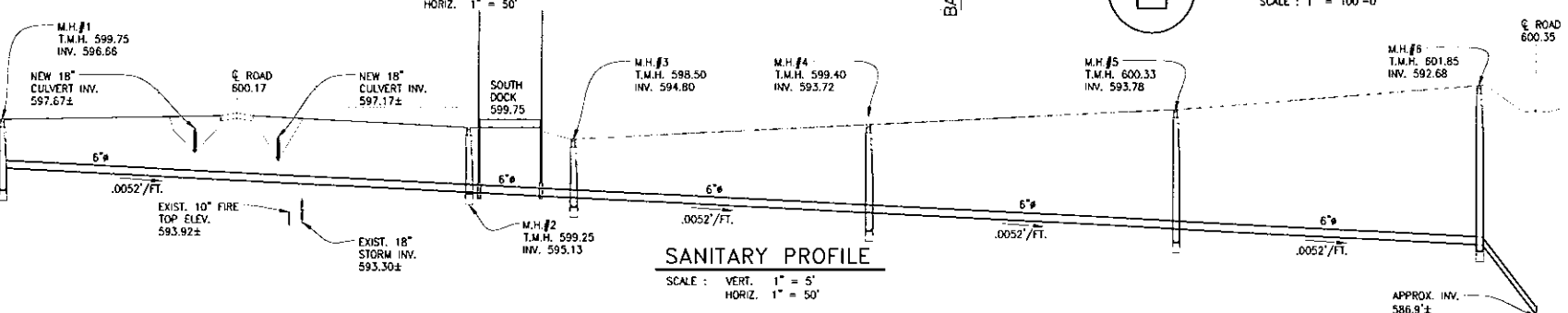
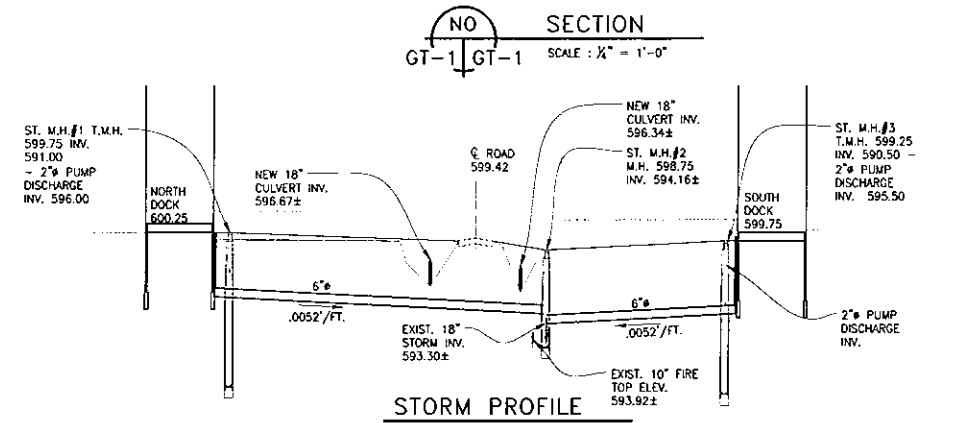
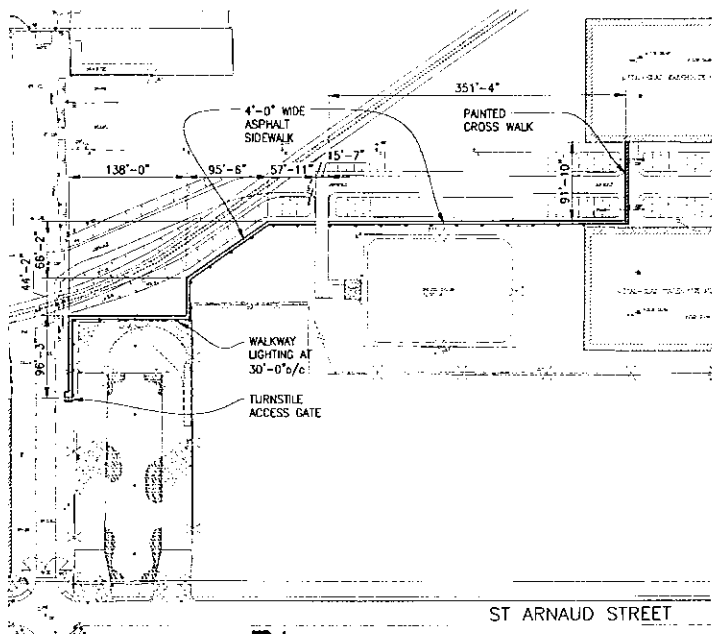
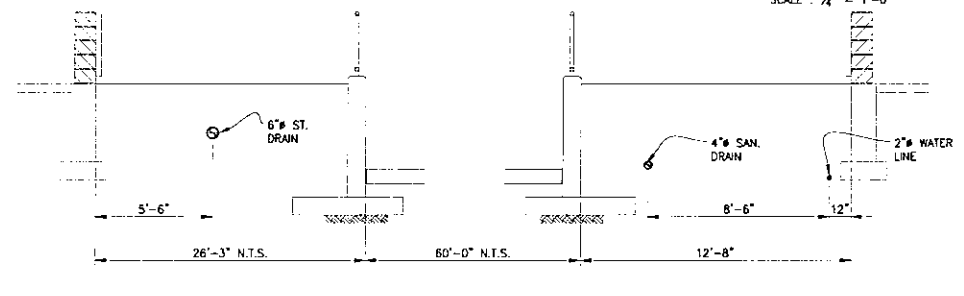
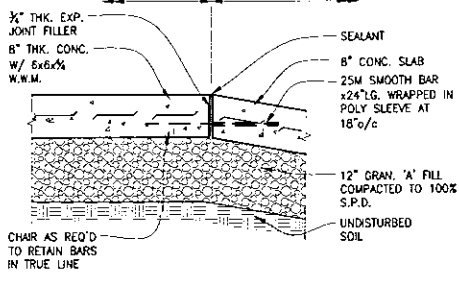
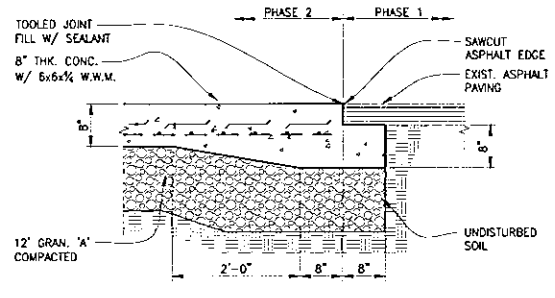
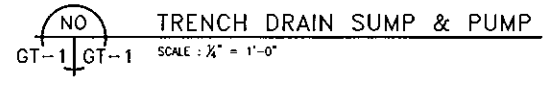
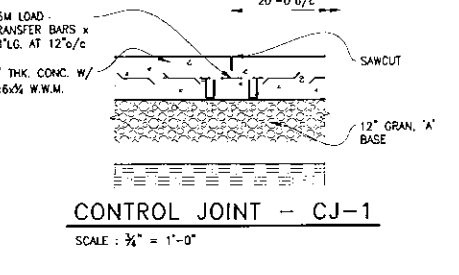
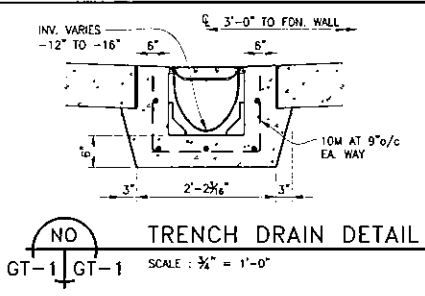
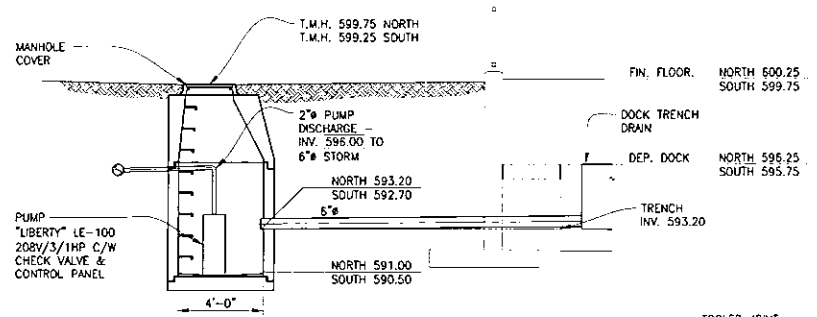
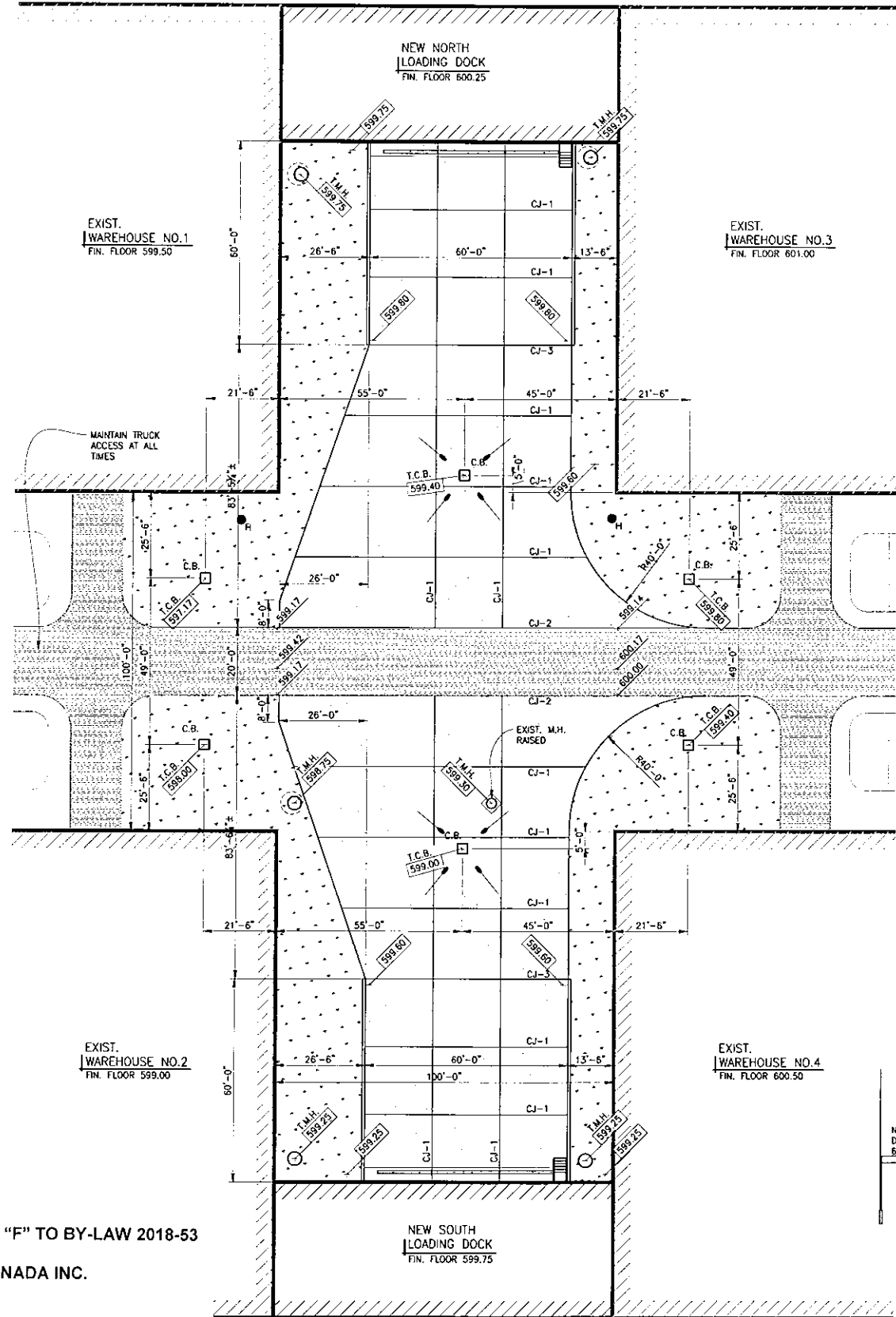


SOUTH ELEVATION - SOUTH WAREHOUSE
SCALE : 1" = 40'-0"

DETAIL NUMBERS	21 - 30
LOCATION SHEET	
DETAIL SYMBOL	

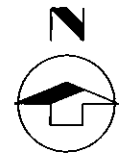
DATE	18/04/11	S.P.C. APPLICATION	ISSUED FOR
APPROVED			

CLIENT	MATASSA INC.	PROJECT No.	18023
PROJECT TITLE	DIAGEO - AMHERSTBURG WAREHOUSE MODIFICATIONS	DOC. No.	SPC-3
DATE		VALDEZ ENGINEERING LTD. consulting engineers windsor, ontario	



SCHEDULE "F" TO BY-LAW 2018-53
DIAGEO CANADA INC.

Graham Andrews, Plant Manager
TOWN OF AMHERSTBURG
Aldo DiCarlo, Mayor
Paula Parker, Clerk



PAVING PLAN
SCALE: 1" = 20'-0"

- LEGEND
- GRANULAR SURFACE
 - CONCRETE PAVING
 - EXIST. ASPHALT PAVING

DETAIL NUMBERS
II - 20

LOCATION SHEET	DETAIL SYMBOL	DATE	ISSUED FOR

IN CHARGE T.A.	CLIENT MATASSA INC.	PROJECT NO. 18023
DESIGNED T.A.	PROJECT FILE DIAGEO - AMHERSTBURG WAREHOUSE MODIFICATIONS PLAN, PROFILES & DETAILS	DWG NO. SP-2
DRAWN A.M.L.	DATE	
CHECKED	APPROVED	

VALDEZ ENGINEERING LTD.
consulting engineers
windsor, ontario



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Table with 2 columns: Author's Name, Report Date, Author's Phone, Date to Council, Author's E-mail, Resolution #.

To: Mayor and Members of Town Council

Subject: 2018 Special Events Approval

1. RECOMMENDATION:

It is recommended that:

- 1. The report from the Public Events Committee (PEC) dated April 26, 2018, regarding 2018 Special Events Approval BE RECEIVED;
2. That the events BE APPROVED as listed:
- Music Off the Back Porch - (Date change only) from 2nd Friday of every month from May 11, 2018 through to October 12, 2018 change to 1st Friday of every month from June 1, 2018 through to October 5, 2018
- Ride for Dad - May 27, 2018
- 33rd Annual Garden Tour - June 9 & 10, 2018
- 2018 Seniors Expo - June 11 & 12, 2018
- South Coast Adventure Race - June 16, 2018
- Annual Bob Meloche Kids Father's Day Fishing Derby - June 17, 2018
- Canada D'Eh Run - July 1, 2018
- Canada Day Treat 'N' Eats (Formerly Amherstburg Ice Cream Festival) - July 1, 2018
- Amherstburg Rotary Ribfest - July 6, 7 & 8, 2018
- Church Service & Picnic - August 19, 2018
- Super Santa Run - November 17, 2018
- The Amherstburg Santa Claus Parade - November 24, 2018

3. An exemption from table number 3-1-2 of Noise By-law 2001-43 with respect to the operation of any electronic device or group of connected electronic devices incorporating one or more loud speakers to allow for live music **BE GRANTED** for the events listed:
 - **Amherstburg Rotary Ribfest –July 6, 7 & 8, 2018**
4. The following events **BE EXEMPT** and **PERMITTED** for road closure to begin prior to 5pm;
 - **Ride for Dad – May 27, 2018**
 - **Canada D’Eh Run – July 1, 2018**
 - **Super Santa Run – November 17 ,2018**
 - **The Amherstburg Santa Claus Parade – November 24, 2018**
5. An exemption **BE GRANTED** to Section 3 and 4b of the Kings Navy Yard Park By-law #2004-89 to allow for a public function and fishing outside of the designated fishing area for the event listed:
 - **Annual Bob Meloche Kids Father’s Day Fishing Derby – June 17, 2018**
6. An exemption **BE GRANTED** to Section 5 of the Parks By-law 2002-72 to allow for a religious ceremony and picnic for the event listed at Toddy Jones Park, and,
 - **Church Service and Picnic – August 19, 2018**
7. The Public Events Committee **BE DIRECTED** to confirm the requirements identified by the Committee are met prior to the event.

2. **BACKGROUND:**

At the October 5, 2015, Special Council Meeting, Council approved the Special Events Policy. As per Council’s request, Section 7.3 of the policy states:

“7.3. Council has the authority and responsibility to:

- 7.3.1 Consider any exemptions to Municipal By-laws for Public Events.
- 7.3.2. Consider and approve any new events presented by the PEC.
- 7.3.3. Consider and approve all recurring events presented by the PEC.”

Each Event Organizer is required to follow the Public Events Manual, fill out the required forms and submit to the Public Events Committee (PEC). The Public Events Manual and Forms are attached to the report for Council’s reference to illustrate the PEC’s comprehensive list of requirements to ensure public safety for all attendees, while protecting the Town’s interests and assets.

On April 24, 2018 the PEC reviewed the application submitted by the Event Organizers for the following events:

- **Ride for Dad – May 27, 2018**
- **33rd Annual Garden Tour – June 9 & 10, 2018**
- **2018 Seniors Expo –June 11 & 12, 2018**
- **South Coast Adventure Race – June 16, 2018**
- **Annual Bob Meloche Kids Father’s Day Fishing Derby – June 17, 2018**
- **Canada D’Eh Run – July 1, 2018**
- **Canada Day Treat ‘N’ Eats – July 1, 2018**
- **Amherstburg Rotary Ribfest –July 6, 7 & 8, 2018**
- **Church Service & Picnic – August 19, 2018**
- **Super Santa Run – November 17,2018**
- **The Amherstburg Santa Claus Parade – November 24, 2018**

The PEC reviewed the applications in detail and has informed the Event Organizers on every requirement that must be met to allow the event to proceed. This includes ensuring the event conforms to all Town By-laws, Town insurance requirements and Provincial laws. As per Section 7.3 of the Public Event’s Policy, the Event Organizers have also been informed that each event must be approved by Council before they may continue with their event planning.

At the January 25, 2016 Council meeting, Council passed the following motions:

“That:

- 1. The use of the Downtown Core for Festivals and Events subject to the criteria established in the Town’s Festival and Events Policy BE APPROVED; and,*
- 2. Road closures NOT BE PERMITTED prior to 5:00 pm without Council consent.”*

Accordingly, all road closures requested prior to 5:00 pm have been identified by the PEC and are outlined below for Council’s approval:

- **Ride for Dad – May 27, 2018**
- **Canada D’Eh Run – July 1, 2018**
- **Super Santa Run – November 17, 2018**
- **The Amherstburg Santa Claus Parade – November 24, 2018**

A Council exemption is required for Section 5 of the Parks By-law 2002-72 to allow for a religious service and picnic to proceed in Toddy Jones Park:

- **Church Service & Picnic – August 19, 2018**

Noise By-law 2001-43 prohibits the operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro

mechanical transducers, and intended for the production, reproduction or amplification of sound in residential, commercial and agricultural areas.

Notwithstanding anything contained in the Noise By-law, a person may apply to Council for an exemption from any of the provisions of the Noise By-law with respect to any source of sound or vibration. Council, by resolution, may grant the exemption applied for and can impose terms and conditions as Council deems appropriate.

All events requiring a Noise By-law exemption that have been identified by the PEC have been listed above for Council's approval.

With respect to the Annual Bob Meloche Kids Father's Day Fishing Derby, By-law 2004-89 regulates the use of Kings Navy Yard Park and designated it a passive park. Section 3 of By-law 2004-89 states the following:

“Public, private and non-profit functions will be allowed by permit. This will protect the grounds, the gardens, sprinkler system and facilities and at the same time simplify the scheduling of such events. Council retains final discretion in the awarding of permits.”

The Town does not issue a physical permit to allow the types of functions listed in the Kings Navy Yard Park; however, Section 3 implies that these types of functions would be permitted upon application, with Council's approval.

Also with respect to the same event, Section 4(b) of By-law 2004-89 states:

“Fishing will be allowed at the designated fishing area in the south end of the park.”

Council approved exemptions are required for Section 3 and 4(b) of By-law 2004-89 to allow the proposed Annual Bob Meloche Kids Father's Day Fishing Derby event to proceed in Kings Navy Yard on June 17, 2018, from 6am to noon and to allow fishing outside of the designated fishing area.

3. DISCUSSION:

A synopsis of each event and required by-law exemption details are as follows:

Event	Ride for Dad
Event Organizer	Royal Canadian Legion Fort Malden Branch #157
Event Date	May 27, 2018
Event Time	10:30am to 12:00pm
Event Location	Dalhousie Street from Gore Street to Richmond Street
Event Details	The Royal Canadian Legion Branch #157 will be the first stop along the route for the annual Windsor and Essex County 2018 Ride for Dad motorcycle run. This is a charitable event to raise money for prostate cancer research and development.
Road Closure before 5PM	10:30am to 12:00pm - Dalhousie Street – Between Richmond Street and Gore Street

	Murray Street from Ramsay to Dalhousie Street
Designation of Significant Event for SOP	Not required
Noise By-law Exemption	Not required

Event	33rd Annual Garden Tour
Event Organizer	Amherstburg Fort Malden Horticultural Society
Event Date	June 9 & 10 2018
Event Time	10:00am to 4:00pm
Event Location	Toddy Jones Park and throughout Town
Event Details	33rd annual. A self-guided tour of spectacular private gardens. Tickets purchased day of tour at Toddy Jones Park during tour times
Road Closure before 5PM	Not required
Designation of Significant Event for SOP	Not required
Noise By-law Exemption	Not required

Event	2018 Seniors Expo
Event Organizer	Amherstburg Community Services and Town of Amherstburg Recreation Services
Event Date	June 11 & 12 2018
Event Time	10:00am to 4:00pm
Event Location	Libro Centre
Event Details	A two day Seniors Expo bringing trade and services to the older adult population. Vendors and Services will present/demonstrate on topics important to seniors living.
Road Closure before 5PM	Not required
Designation of Significant Event for SOP	Not required
Noise By-law Exemption	Not required

Event	South Coast Adventure Race
Event Organizer	Essex Region Conservation Authority
Event Date	June 16, 2018
Event Time	8:00am to 8:00pm
Event Location	Holiday Beach and throughout Town
Event Details	A test of mental and physical toughness in Southwestern Ontario's only adventure race. This multisport event challenges individuals or teams of two and three to a day-long onslaught of trekking, paddling, cycling and orienteering across the Essex region's beautiful land and waterways.
Road Closure before 5PM	Not required
Designation of Significant Event for SOP	Not required
Noise By-law Exemption	Not required

Event	Annual Bob Meloche Kids Father's Day Fishing Derby
Event Organizer	AMA Sportsmen Club
Event Date	June 17, 2018
Event Time	6:00am to 11:00am
Event Location	Kings Navy Yard Park
Event Details	The Bob Meloche Kids Father's Day Fishing Derby organized by the AMA Sportsmen Club and has been hosted annually for over 30 years. The children are not charged an entry fee with each participant receiving a prize.
Road Closure before 5PM	Not required
Designation of Significant Event for SOP	Not required
Noise By-law Exemption	Not required

Event	Canada D'Eh Run
Event Organizer	Running Flat Ltd
Event Date	July 1, 2018
Event Time	9:00am to 12:00pm
Event Location	Streets in the Downtown Core
Event Details	A part of Amherstburg's Canada Day celebrations. A 5k run that proceeds up Laird Avenue around Toddy Jones Park and down Dalhousie and back.
Road Closure before 5PM	Friday June 30, 2018 – Race Kit Pick Up: 12:00pm June 30, 2018 to 12:00pm July 1, 2018 – In front of Fort Malden grounds, south bound lane of Laird Avenue between Maple Avenue and Elm Avenue. Saturday July 1, 2018 – Race Day and extension into Canada Day events: 8:30am to 12:00pm – Laird Avenue from Fort Malden to Dalhousie, along Dalhousie to County Road 20. 7:00am to 11:00pm – Fort Malden Drive from Laird Avenue to Dalhousie Street and Dalhousie Street from Fort Malden Drive to North Street
Designation of Significant Event for SOP	Not required
Noise By-law Exemption	Not required

Event	Treats N Eats
Event Organizer	Kim Hamilton
Event Date	July 1, 2018
Event Time	9:00am to 10:00pm
Event Location	Toddy Jones Park
Event Details	Family event with face painting, 9 hole mini golf course, photo booth, bouncy castles, photo booth, craft and food vendors.

Road Closure before 5PM	Not required
Designation of Significant Event for SOP	Not required
Noise By-law Exemption	Not required

Event	Amherstburg Rotary Ribfest
Event Organizer	Amherstburg Rotary Club
Event Date	July 6, 7 & 8 2018
Event Time	July 6 & 7– 12:00pm to 12:00am July 8 – 12:00pm to 7:00pm
Event Location	Centennial Park
Event Details	4 Ribbers, Bloomin Onion, Food Vendors, Craft Vendors, Bouncy Rides, Live Entertainment and Spirit Tent.
Road Closure before 5PM	Not required
Designation of Significant Event for SOP	Designation not required for AGCO because of Rotary's charitable status. The event will have liquor sales.
Noise By-law Exemption	On July 6 & 7 from 12:00pm to 12:00 am and on July 7 from 12:00pm to 7:00pm to allow for live entertainment.

Event	Church Service and Picnic
Event Organizer	Amherstburg Community Church
Event Date	August 19, 2018
Event Time	8:00am to 3:00pm
Event Location	Toddy Jones Park
Event Details	An outdoor church service and picnic for parishioners
Road Closure before 5PM	Not required
Designation of Significant Event for SOP	Not required
Noise By-law Exemption	Not required

Event	Super Santa Run
Event Organizer	Essex Region Conservation Foundation
Event Date	November 17, 2018
Event Time	5:00pm to 6:00pm
Event Location	Streets in the Downtown Core
Event Details	Hundreds of Santa's run/walk in this fun 5K family event. The participant's route takes them through scenic downtown Amherstburg as a kickoff to the annual Ignite the Night.
Road Closure before 5PM	Requested from 4pm-6pm Laird from Fort Malden to Dalhousie, along Dalhousie to County Road 20 *Map attached*
Designation of Significant Event for SOP	Not required
Noise By-law Exemption	Not required

Event	The Amherstburg Santa Claus Parade
Event Organizer	The Windsor Parade Corporation
Event Date	November 24, 2018

Event Time	3:00pm to 9:00pm
Event Location	Roadway
Event Details	Jolly tradition with fabulous floats, marching bands and a spectacle of fun in downtown Amherstburg!
Road Closure before 5PM	3pm – Front Rd N – Between Texas Road and Alma Street NOTE at 5:30pm/Parade begins at 6pm – Roads closed include: (Route Map attached) Front Road N. between Texas Road and Alma Street (continuance) Sandwich Street from Alma Street to Richmond Street Richmond Street from Sandwich Street to Dalhousie Street Dalhousie Street from Richmond Street to North Street North Street from Dalhousie Street to Laird Avenue Laird Avenue from North Street to Alma Street Alma Street from Laird Avenue to Sandwich Street
Designation of Significant Event for SOP	Not required
Noise By-law Exemption	Not required

4. RISK ANALYSIS:

The Clerk identifies the Town’s insurance requirements and relays the information to each Event Organizer. Special events on Town property are not able to proceed until the Clerk is satisfied the insurance requirements are met. A Management Staff member from the PEC will be in attendance and on call for each event to ensure the event is operating in accordance with all Town policies, rules and regulations.

It should be noted, that should these events not be approved, it may have the following detrimental effects on the community:

- Less awareness and exposure for the Town to attract visitors which could result in economic loss for the Town and it’s businesses;
- A lack of support from Council may discourage long standing volunteer associations from providing social and economic opportunities. This would result in a perception of non-worth for their volunteer efforts;
- Less exposure for the Town reducing its tourism market share;
- Less exposure for the Town reducing its ability to attract new residents;
- Less exposure for the Town reducing its value to potential investors;
- Tourism is a primary industry for the Town of Amherstburg, reducing events will directly impact employment opportunities;
- Event experiences are learning opportunities for our guests, which promote repeat visits, the deep history Amherstburg has to offer and showcases our local museums and Fort Malden;
- Events financially support not-for-profit organizations, to ensure sustainability within our community.

5. FINANCIAL MATTERS:

Each event application received was submitted with the required \$250 deposit. The Event Organizers will be responsible to pay for equipment rentals, facility rentals and all other costs associated with their event as per the Town's User Fee By-law, as amended. The cost to set up the rented equipment by Town staff comes from the operational budget. Any damages to Town equipment or property are recoverable from the Event Organizer

6. CONSULTATIONS:

The Public Events Committee was consulted inclusive of Amherstburg Police and Fire. The PEC reviewed each application and has corresponded with the Event Organizers on what requirements must be met and the By-law exemptions that must be obtained in order to be granted a Special Event Permit for their respective events, pending Council approval of this report

7. CONCLUSION:

The PEC is confident that once all requirements are met by the Event Organizers, the events held in the Town of Amherstburg in 2018 will enhance the community experience for both residents and visitors alike.



Nicole Rubli
Manager of Licensing and Enforcement

HS

APPENDICES:

- Road Closure Map – Ride for Dad**
- Road Closure Map – Canada D'Eh Run**
- Road Closure Map – Super Santa Run**
- Road Closure Map – Amherstburg Santa Claus Parade**

NOTIFICATION :

Name	Address	Email Address	Telephone	FAX
Royal Canadian Legion Branch 157#	281 Dalhousie St, Amherstburg, ON	rclbranch157@cogeco.net	519 736 4485	

Amherstburg Fort Malden Horticultural Society				
Amherstburg Community Services	179 Victoria St S, Amherstburg, ON	austin.tyrell@amherstburg-cs.com	519 736 5471	
Essex Region Conservation Authority	360 Fairview Ave W, Suite 311, Essex, ON			
A.M.A. Sportsmen Association	468 Lowes Side Road, Amherstburg, ON			
Running Flat Ltd		chris@runningflat.com		
Kim Hamilton		theicecreamfestival@gmail.com		
Amherstburg Rotary Club	PO Box 183, Amherstburg, ON	carlgibb@remax-preferred-on.com	519 919 2006	
Amherstburg Community Services	125 Alma Rd, Amherstburg, ON			
Essex Region Conservation Foundation	360 Fairview Ave W, Amherstburg, ON			
The Windsor Parade Corporation		mrssanta@mnsi.net	519 254 2880	

Report Approval Details

Document Title:	2018 Special Events Approval II.docx
Attachments:	- RIDE FOR DAD MAPS.pdf - 2018 Canada D'Eh Run Maps.pdf - 2018 Super Santa Run Map.pdf - Road Closure Map - Santa Claus Parade.pdf
Final Approval Date:	May 9, 2018

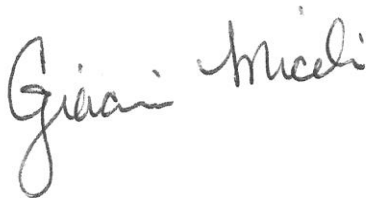
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 2, 2018 - 4:36 PM



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 4, 2018 - 9:00 AM



John Miceli - May 7, 2018 - 11:17 AM



Paula Parker - May 9, 2018 - 11:11 AM

Downtown— core 1

Event Name:

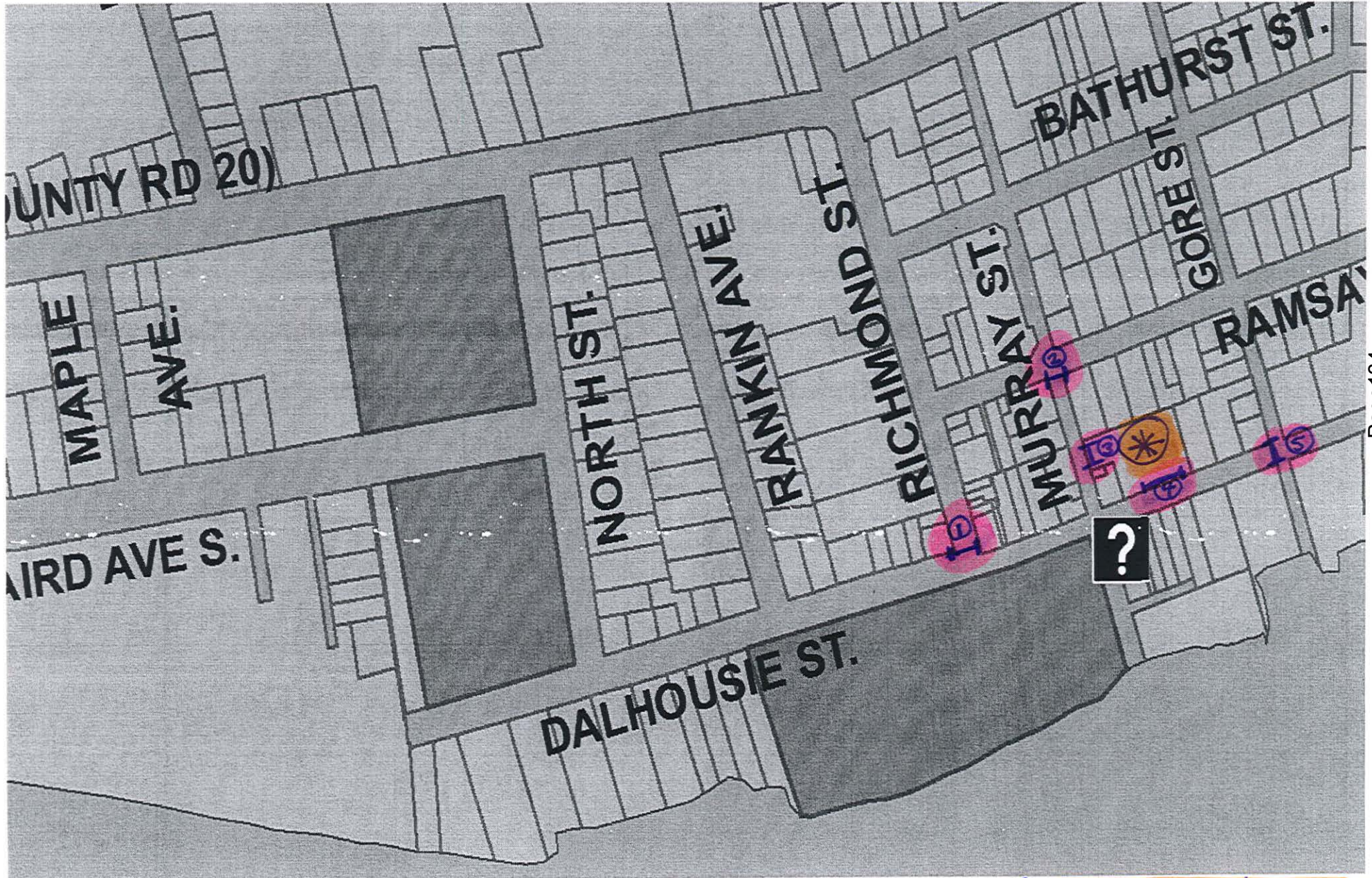
RIDE FOR DAD 2018

Event Dates:

SUNDAY MAY 27, 2018

BARRICADE PLAN

- 10:30 AM TO 11:45 AM (TIMES ARE APPROX.)



Page 134

281 DALHOUSIE ST.

* ROYAL CANADIAN LEGION
FORT MALDEN BRANCH 157

Downtown—core 2

ROUTE MAP

APPROX. DEPART TIME - 11:45AM + APPROX. ARRIVAL TIME - 10:30AM

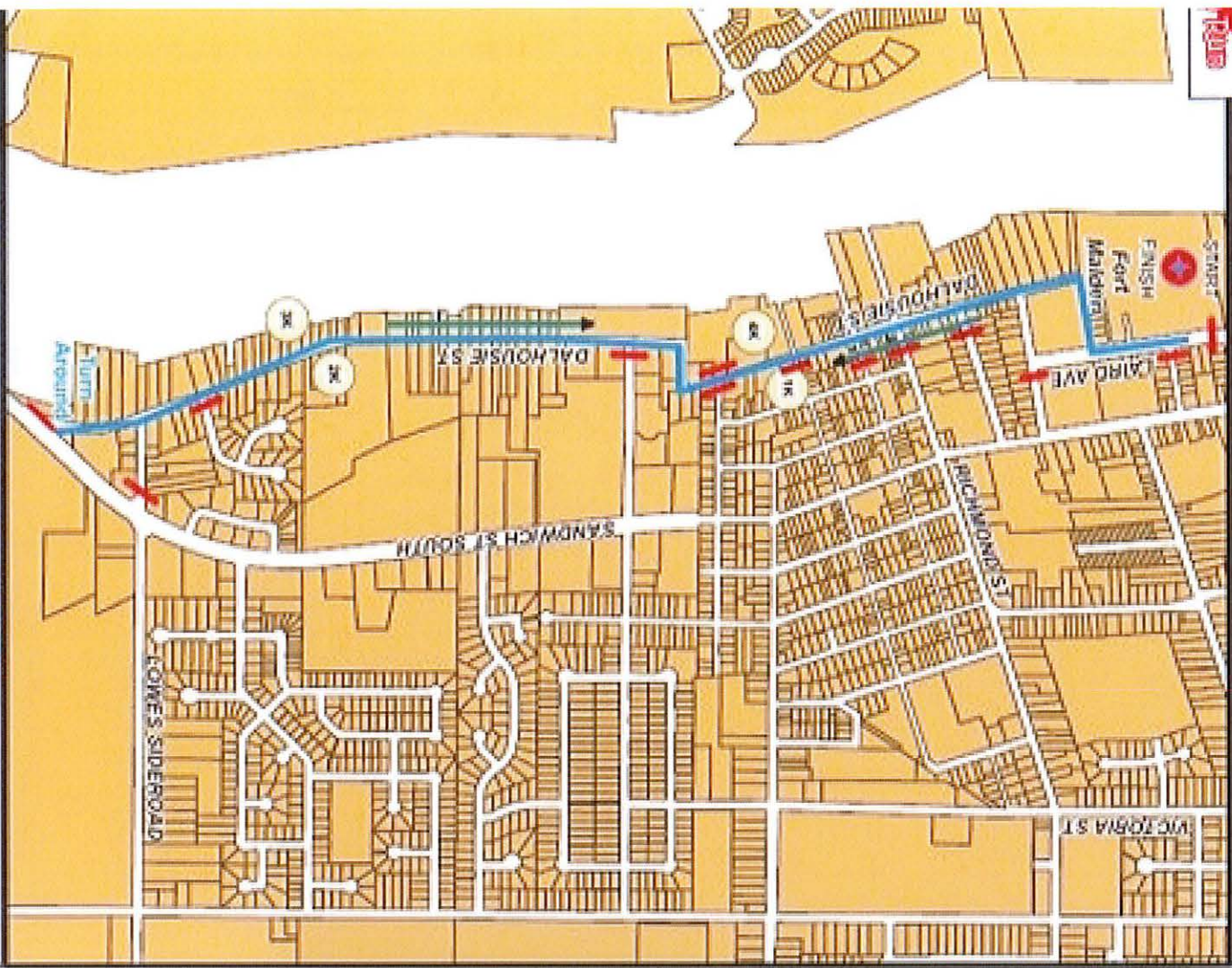
Event Name: 2018 RIDE FOR DAD

Event Dates: SUNDAY MAY 27, 2018



 ROYAL CANADIAN LEGION FORT MALDEN BR. 157
281 DALHOUSIE ST.

CANADA DAY RUN - 5KM



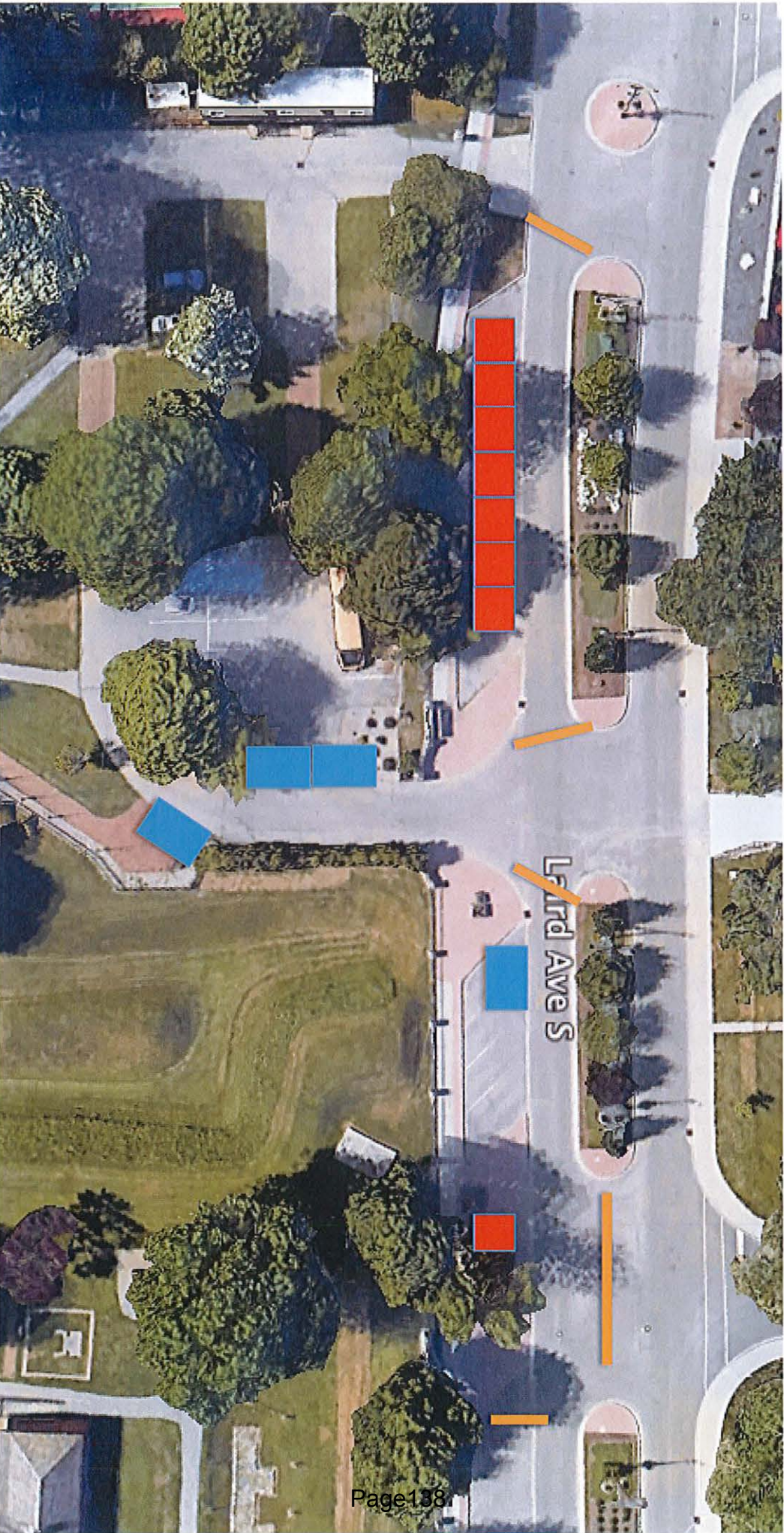
Monday, July 1st, 2013, 9:00 AM
Starts at Fort Malden, 100 Laird Ave South, Amherstburg



Site Plan Day Of Race



Race Kit Pick Up
3pm till 8pm



Super Santa Run Volunt...

1,905 views

SHARE

Barrier & Marshal Volunteer Points

Barrier 1

Start/Finish Line

Barrier 3

Barrier 2

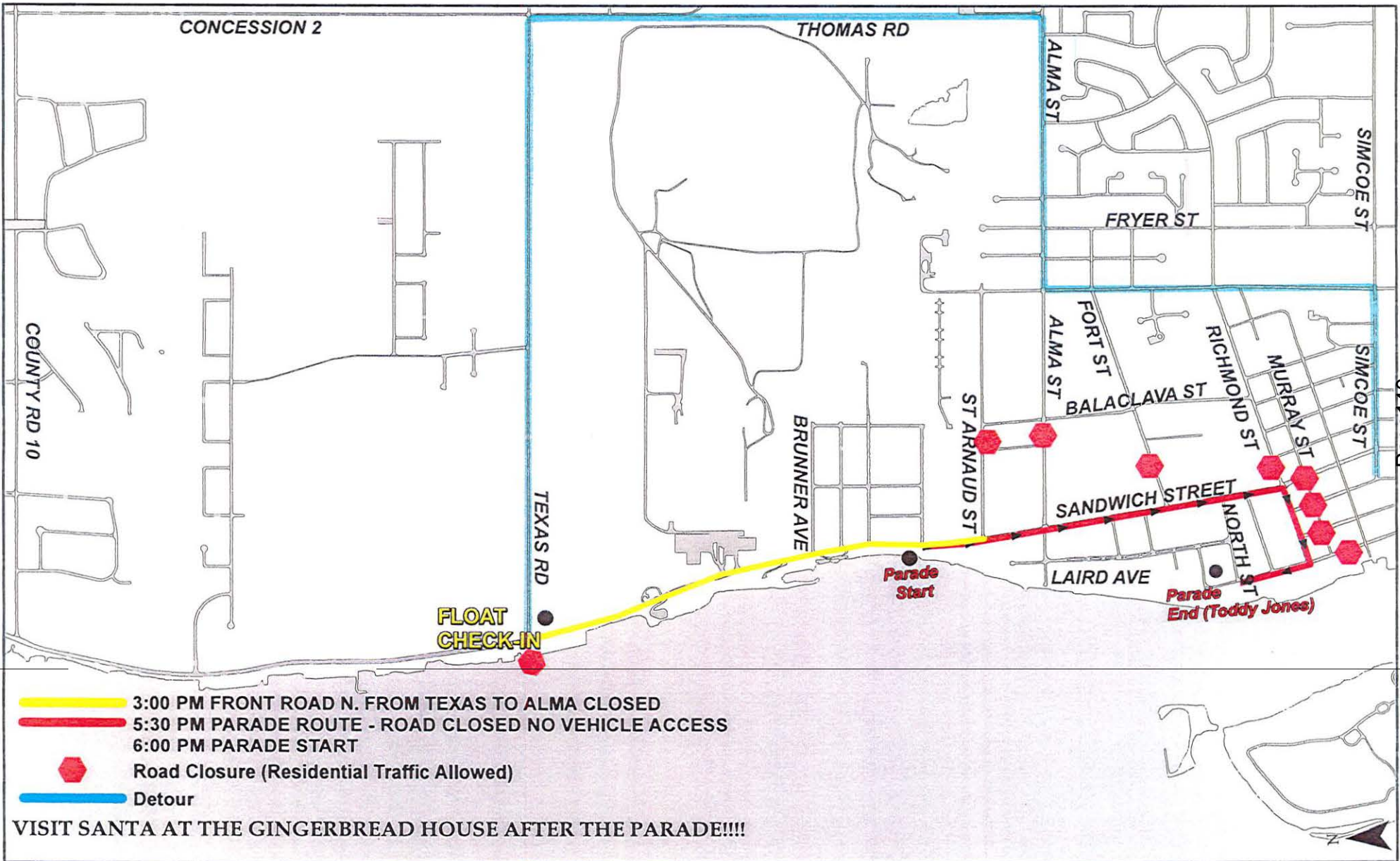
... 17 more

Super Santa Run Route

0



SANTA CLAUS PARADE ROUTE





THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Nicole Rubli	Report Date: April 27, 2018
Author's Phone: 519 736-0012 ext. 2251	Date to Council: May 14, 2018
Author's E-mail: nrubli@amherstburg.ca	Resolution #: 20170821-822

To: Mayor and Members of Town Council

Subject: Sign Variance Request – Brad Bondy, Re/Max Preferred Realty Ltd.

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Manager of Licensing and Enforcement dated April 27, 2018 regarding Sign Variance Request - Brad Bondy, Re/Max Preferred Realty Ltd. **BE RECEIVED**; and,
2. Exemptions to sections 4.1(b), 9.3(1) and 9.3(2) of Sign By-law 2006-26 **BE APPROVED** or **DENIED** to allow for a ground sign at 103 Sandwich Street South.

2. **BACKGROUND:**

At the August 21, 2017 Council meeting, Mr. Brad Bondy from Re/Max Preferred Realty delegated before Council to request a Sign By-law exemption for a ground sign at 103 Sandwich Street South. Council deferred the request until further information could be brought back to Council.

3. **DISCUSSION:**

On April 5, 2018 Administration received a revised application for a sign permit to allow for an illuminated ground sign at 103 Sandwich Street South which is zoned Commercial and houses the Amherstburg Flowers & Gifts store. The proposed sign will advertise Team Brad Bondy and Amherstburg Flowers & Gifts and will be 8 feet wide, 9 feet high and have a total sign area of 48 square feet. An illustration of the proposed ground sign is attached to this report.

The proposed sign requires exemptions from the following sections of the Sign by-law:

4.1(b) Signs not permitted-off-premise signs.

9.3(1) One (1) ground sign per 25 metres of lot frontage may be erected between the building and the lot line to a maximum of 2 signs per lot provided the maximum height is not more than 1.5 metres (5 feet) and the maximum area is not more than 2.79 square metres (30 square feet).

9.3(2) No ground sign shall be located closer than 2 metres (6 feet, 6 inches) to any lot line or public right-of-way or walkway

If the Sign By-law exemptions are granted the applicant must obtain a sign permit from the Building Department prior to erecting the ground sign.

4. RISK ANALYSIS:

There is no liability on the Town if the Sign By-law exemptions are granted.

5. FINANCIAL MATTERS:

The fee for the sign permit application is \$100.

6. CONSULTATIONS:

The applicant and Action Signs were consulted on this report.

7. CONCLUSION:

This report is for information as it relates to the Sign By-law exemption request from Mr. Brad Bondy.



Nicole Rubli
Manager of Licensing and Enforcement

NR

Report Approval Details

Document Title:	Sign Variance Request - Brad Bondy, ReMax Preferred Realty Ltd. .docx
Attachments:	- Photo of proposed sign.pdf
Final Approval Date:	May 9, 2018

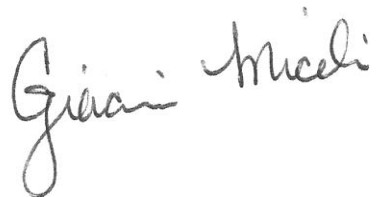
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 2, 2018 - 5:22 PM



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 4, 2018 - 10:22 AM



John Miceli - May 7, 2018 - 11:32 AM

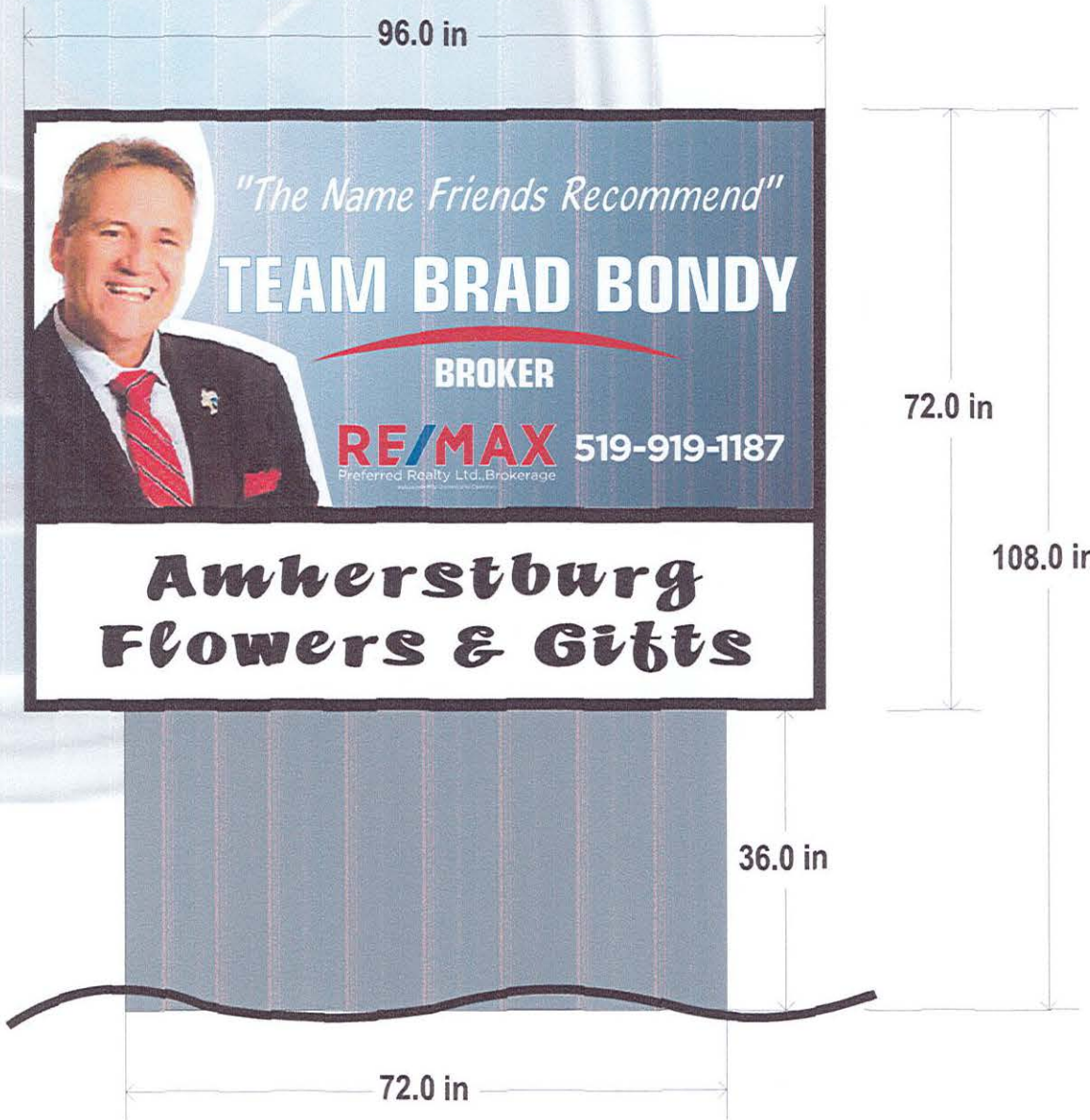


Paula Parker - May 9, 2018 - 11:20 AM



April
3, 2018

Page 144



Drawn by:
Courtney Flynn



4561 Concession 4 S. Amherstburg ON, N9V 2Y8

519-736-1995



www.actionsigns.ca

Contact: Brad Bondy
Company: Remax - Team Bondy

Design Approved By:

This drawing is the property of Action Signs
and may not be reproduced or copied without
the consent of Action Signs.





THE CORPORATION OF THE TOWN OF AMHERSTBURG

POLICE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Tim Berthiaume	Report Date: April 19, 2018
Author's Phone: 519-736-8559 ext. 223	Date to Council: May 14, 2018
Author's E-mail: tberthiaume@amherstburgpolice.ca	Resolution #: 20160411-145

To: Mayor and Members of Town Council

Subject: Monthly Activity Report – APSB Meeting of March 20, 2018

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Chief of Police dated April 19, 2018 regarding the Monthly Activity Report - Amherstburg Police Services Board Meeting of March 20, 2018 **BE RECEIVED for information.**

2. **BACKGROUND:**

At the April 10, 2016 meeting, Council passed the following resolution (Resolution # 20160411-145):

“That Administration BE DIRECTED to provide monthly activity reports within the Building department, Fire department, and Police Services.”

The Amherstburg Police Services Board (the Board) is responsible for the provision of adequate and effective police services in the municipality. The Board meets monthly and adopts minutes from the “Open” and In-Camera meetings. The public minutes include, but are not limited to, the activities of the Amherstburg Police Service, crime and traffic statistics, legislation updates and other information relevant to the Service.

3. **DISCUSSION:**

Provided for Council's information, as Appendices 'A' and 'B', are the minutes, agenda and attachments from the Amherstburg Police Services Board public meeting of March 20, 2018.

4. **RISK ANALYSIS:**

No risks have been identified.

5. **FINANCIAL MATTERS:**

N/A

6. **CONSULTATIONS:**

No consultations were required.

7. **CONCLUSION:**

For Council's Information.

A handwritten signature in cursive script that reads "Tim Berthiaume". The signature is written in black ink on a light-colored background.

Tim Berthiaume
Chief of Police

NL

Report Approval Details

Document Title:	Monthly Activity Report - APSB Meeting of March 20, 2018.docx
Attachments:	- Appendix A and B PUBLIC Minutes and Agenda March 20, 2018.pdf
Final Approval Date:	May 3, 2018

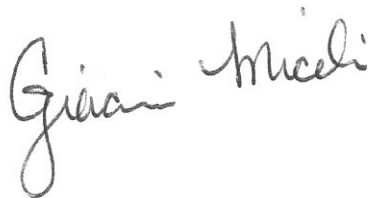
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 1, 2018 - 9:12 AM



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 1, 2018 - 11:40 AM



John Miceli - May 1, 2018 - 3:21 PM



Paula Parker - May 3, 2018 - 10:09 AM

**MINUTES of the
Public Meeting of the
AMHERSTBURG POLICE SERVICES BOARD
Tuesday, March 20, 2018 at 5:30 o'clock p.m.
Amherstburg Police Service, Community Room,
532 Sandwich Street South, Amherstburg, Ontario**

PRESENT:	Robert Rozankovic	Chair
	Councillor Jason Lavigne	Member
	Patricia Simone	Member
ALSO PRESENT:	Tim Berthiaume	Chief
	Ian Chappell	Deputy Chief
	Nancy Leavoy	Secretary
REGRETS:		Mayor Aldo DiCarlo Vice-Chair

CALL TO ORDER

The Chair calls the meeting to order at 5:46 o'clock p.m. and the Board considers the agenda, as follows:

SECTION 1

1.1 Adoption of Agenda

Moved by Ms. Simone, seconded by Councillor Lavigne,
That the agenda for the meeting of the Amherstburg Police Services Board held
March 20, 2018 **BE ADOPTED** as amended to include the following:

4.1 Policies, Agreements, and By-laws

i. PEM Grant – In-House Fitness
Carried.

1.2 Declarations of Conflict of Interest

No conflicts of interest are declared

1.3 Adoption of Minutes

Moved by Councillor Lavigne, seconded by Ms. Simone,
That the minutes of the meeting of the Amherstburg Police Services Board held
February 20, 2018 **BE ADOPTED** as presented.
Carried.

1.4 Business Arising from the Minutes of February 20, 2018

No business arising from the minutes

1.5 Confirmation of Actions from In-Camera Meeting

Moved by Ms. Simone, seconded by Councillor Lavigne,
That the Chief of Police **BE AUTHORIZED** to proceed in accordance with the recommendation of the Board with respect to the following matters reported to the Board at the in-camera meeting of February 20, 2018:

1. Verbal Reports of the Chief of Police
2. Personnel Matter – Vacation
3. Payment of Legal Invoice
4. Collective Agreements
5. Community Service Vehicle

Carried.

SECTION 2

2.1 Petitions and Delegations:

Derek Didone, County Towing

Mr. Didone appears before the Board with respect to the existing towing contract between the Board and County Towing, and requests clarification as to what will happen with his contract (expiring June 23, 2019) when Windsor Police Service and Windsor Police Services Board takes over policing in Amherstburg and pointing out the differences between towing issues in rural areas and in urban areas.

Moved by Councillor Lavigne, seconded by Ms. Simone,
That a letter **BE FORWARDED** to John Miceli, CAO, Town of Amherstburg advising of the current contract with County Towing and requesting that consideration **BE GIVEN** by the Windsor Police Services Board to keep the current towing contract in place.
Carried.

SECTION 3

3.1 Chief Berthiaume's Reports

3.1a APS Monthly Stats for January 2018 – not available at this time

3.1b Media Release: No media releases

3.1c Chief Berthiaume – Topics for Discussion

- i. Ministry of CS & CS – Inspection on the Investigation and Reporting of Firearms Discharges Causing Death or Injury - noted**

Moved by Councillor Lavigne, seconded by Ms. Simone,
That the report of the Chief of Police under Section 3. (3.1a-3.1c i.) **BE RECEIVED**.
Carried.

SECTION 4

4.1 Policies, Agreements, and By-laws

Sergeant Capel-Cure and Constable Rathbone enter the meeting at 6:15 p.m.

- i. PEM Grant – In-House Fitness**

Sergeant Matthew Capel-Cure and Constable Kim Rathbone appear before the Board to advise that due to issues relating to staffing the Policing Effectiveness and Modernization (PEM) grant was underspent in the Province’s fiscal year. As a result, they submitted a request to the Province to redirect some of the unused funds to a fitness program for both civilian and police staff. The Province has agreed to the request, and they are asking for the Board’s approval to purchase additional fitness equipment, remove an existing non-bearing wall in the fitness room and for the purchase of portion control lunch boxes.

Moved by Councillor Lavigne, seconded by Ms. Simone,
That a portion of the Policing Effectiveness and Modernization (PEM) grant funds in the amount of \$7,000.00 **BE DIRECTED** to an in-house fitness program including an upgrade the existing fitness room, removal of an existing wall within the existing Amherstburg Police Service building, and purchase of portion control lunch boxes, Provincial approval having given for this use.
Carried.

Sergeant Capel-Cure and Constable Rathbone leave the meeting at 6:25 p.m.

SECTION 5

5.1 Financial Reports/Board Account

- i. Outstanding Accounts Payable to February 9 to March 8, 2018**

Moved by Ms. Simone, seconded by Councillor Lavigne,
That the outstanding accounts payable for the period of February 9 to March 8, 2018 **BE ACCEPTED AND PAID** as submitted.
Carried.

- ii. **KelCom Radio Division** – Invoice #105008775 Service Call \$2,610.30

Moved by Ms. Simone, seconded by Councillor Lavigne,
That payment of Invoice No. 105008775-1 from KELCOM Radio Division, in the amount of
\$2,610.30 for a field service call, on-site repairs, replacement of back up batteries (3), labour,
and testing **BE APPROVED.**
Carried.

SECTION 6

6.1 Personnel Matters/Multi-Cultural/Recruitment

No reports

6.2 Legal Matters

No reports

6.3 Board Matters

No reports

SECTION 7

7.1 Building/Equipment/Physical Resources

No reports

SECTION 8

8.1 Reading Information/Misc.

No reading information received.

8.2 Ministry of the Solicitor General, Ministry of Community Safety & Correctional Services/And Other Government Ministries

8.2a **MCS&CS, et al** - no correspondence

8.3 O.A.P.S.B./C.A.P.G. Communication/Board Matters

8.3a O.A.P.S.B. – all noted

- i. OAPSB Standing Committee on Bill 175
- ii. “OAPSB applauds passage of *Safer Ontario Act*”

8.3b CAPG – no correspondence received

8.4 Upcoming Meetings/Conferences

8.4a Public Meeting

The next public meeting of the Amherstburg Police Services Board will be Tuesday, April 17, 2018 at 5:00 o'clock p.m., (*following the in-camera meeting starting at 4:30 p.m.*) in the Community Room, Amherstburg Police Service Building, 532 Sandwich Street South.

8.5 New Business

No new business.

8.6 Pending Matters

No pending matters.

8.7 Adjournment

Moved by Ms. Simone, seconded by Councillor Lavigne,
There being no further business, the meeting of the Amherstburg Police Services Board
BE ADJOURNED at 6:39 o'clock p.m.

Certified Correct: April 17, 2018

Robert Rozankovic, Chair

Nancy Leavoy, Secretary

**Public Meeting of the
AMHERSTBURG POLICE SERVICES BOARD HELD
Tuesday, March 20, 2018 at 4:30 o'clock p.m.
Amherstburg Police Service, Community Room,
532 Sandwich Street South, Amherstburg, Ontario**

SECTION 1**1.1 Adoption of the Agenda****1.2 Declarations of Conflict of Interest****1.3 Adoption of Minutes**

Adoption of the minutes of the meeting of the Amherstburg Police Services Board held February 20, 2018 – *under separate cover*

1.4 Business Arising from the Minutes of February 20, 2018**1.5 Confirmation of Actions from In-Camera Meeting****SECTION 2****2.1 Petitions and Delegations:**

Derek Didone, County Towing

SECTION 3**3.1 Chief Berthiaume's Reports**

3.1a APS Monthly Stats for January 2018 - (*to be distributed*)

3.1b Media Release: *n/a*

3.1c Chief Berthiaume – Topics for Discussion

- i. Ministry of CS & CS – Inspection on the Investigation and Reporting of Firearms Discharges Causing Death or Injury - *attached***

SECTION 4**4.1 Policies, Agreements, and By-laws**

- i. PEM Grant – In-House Fitness - *attached***

SECTION 5

5.1 Financial Reports/Board Account

- i. **Outstanding Accounts Payable to February 9 to March 8, 2018 – *attached***
- ii. **KelCom Radio Division – Invoice #105008775 Service Call \$2,610.30 - *attached***

SECTION 6

6.1 Personnel Matters/Multi-Cultural/Recruitment

No reports

6.2 Legal Matters

No reports

6.3 Board Matters

No reports

SECTION 7

7.1 Building/Equipment/Physical Resources

No reports

SECTION 8

8.1 Reading Information/Misc.

No reading information received.

8.2 Ministry of the Solicitor General, Ministry of Community Safety & Correctional Services/And Other Government Ministries

8.2a MCS&CS, et al – *n/a*

8.3 O.A.P.S.B./C.A.P.G. Communication/Board Matters

8.3a O.A.P.S.B

i. OAPSB Standing Committee on Bill 175 – *attached*

“OAPSB applauds passage of *Safer Ontario Act*

Major update to policing legislation good news for communities:

March 8, 2018

(Toronto)—The Ontario Association of Police Services Boards (OAPSB) welcomes today’s passage of the *Safer Ontario Act*, the first major update to police governance in Ontario in a generation.

The legislation addresses several major OAPSB priorities:

- Increasing transparency and accountability around investigations of police wrongdoing
- Giving police chiefs the power to suspend without pay officers accused of the most serious crimes, something chiefs can do in every other province
- Allowing police officers to focus on core functions that require the use of police powers, rather than administrative tasks or traffic control duties
- Modernizing police labour relations practices
- Introducing Mandatory Governance training for police board members.

QUOTES

“OAPSB is thrilled with the passage of these long overdue reforms. These changes will ensure that policing in Ontario reflects the needs, values, and expectations of our communities.”

—*Eli El-Chantiry, Chair of the Ottawa Police Services Board and Chair of the OAPSB*

“Ontario taxpayers pay the highest per-capita cost for policing in all of Canada, even though we have the lowest crime rates. With the *Safer Ontario Act*, communities will now be able to more efficiently and effectively cooperate with partners to take advantage of cost savings that will benefit budgets while letting police officers get back to doing what they do best.”

—*Fred Kaustinen, Executive Director of the OAPSB*

QUICK FACTS

- Revising the legislative framework for community safety has long been OAPSB’s top priority.
- This is the first major update of the *Police Services Act*, which became law in 1990.
- Since that time, technological and social changes have drastically changed the way police operate and the work they are required to do; change was long overdue.”

8.3b CAPG – n/a

8.4 Upcoming Meetings/Conferences

8.4a Public Meeting

The next public meeting of the Amherstburg Police Services Board will be Tuesday, April 17, 2018 at 5:00 o'clock p.m., (*following the in-camera meeting starting at 4:30 p.m.*) in the Community Room, Amherstburg Police Service Building, 532 Sandwich Street South.

8.5 New Business

8.6 Pending Matters

8.7 Adjournment

Ministry of Community Safety
and Correctional Services

Public Safety Division

25 Grosvenor St.
12th Floor
Toronto ON M7A 2H3

Tel.: 416 314-3010

Ministère de la Sécurité communautaire
et des Services correctionnels

Division de la sécurité publique

25, rue Grosvenor
12^e étage
Toronto ON M7A 2H3

Tél.: 416 314-3010



March 5, 2018

Robert Rozankovic, Chair
Amherstburg Police Services Board
532 Sandwich Street South, PO Box 72
Amherstburg, ON N9V 2Z3

**RE: Inspection on the Investigation and Reporting of Firearms Discharges
Causing Death or Injury**

Dear Mr. Rozankovic:

Police use of force continues to be a forefront issue for the policing community and has received significant public and media attention. The Ontario Ombudsman and the Office of the Independent Police Review Director have both reviewed Ministry of Community Safety and Correctional Services (ministry) direction on use of force.

Police Services Act (PSA) regulation 926 (Equipment and Use of Force), section 13, requires investigations into the circumstances of firearms discharges by members of police services in the performance of their duties that cause injury or death. Municipal chiefs of police are required to submit reports on these investigations to police services boards.

Boards are required to review the report, make additional inquiries as appropriate, and file a copy of the report with the Solicitor General; including a report on any additional inquiries. Ministry guideline AI-012 (Use of Force) recommends boards establish policy addressing compliance with these requirements.

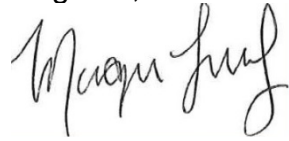
In 2017, the ministry conducted an inspection assessing compliance with section 13 of the Regulation. I wish to thank the Board for its cooperation and assistance.

Your Board indicated that there were no firearm events triggering section 13 of the Regulation that occurred within your jurisdiction between January 1, 2012 and January 23, 2017. The Board's policy relevant to the inspection was reviewed by the ministry. I am pleased to report that there are no inspection recommendations that need be considered by your Board except for the ongoing duty to file copies of investigation reports with the ministry. A copy of the inspection report is attached.

.../2

If you have any questions or concerns, please contact Tom Gervais, Police Services Advisor, Operations Unit, at: Tom.Gervais@ontario.ca or 416-432-5645.

Regards,

A handwritten signature in black ink, appearing to read "Morgan Terry". The signature is fluid and cursive, with the first name "Morgan" being larger and more prominent than the last name "Terry".

Morgan Terry, Manager
Operations Unit, External Relations Branch
Public Safety Division

- c. Chief Tim Berthiaume, Amherstburg Police Service
- c. Tom Gervais, Police Services Advisor

Inspection on the Investigation and Reporting of Firearm Discharges Causing Injury or Death

January – June,
2017

Public Safety Division
25 Grosvenor Street,
12th Floor
Toronto ON M7A 2H3



Ministry of Community
Safety and Correctional
Services

ACKNOWLEDGEMENTS

The ministry thanks Ontario police services boards, the Ontario Provincial Police Commissioner and Ontario police chiefs for their assistance and cooperation during this inspection process.

Inspection Team:

Tom Gervais, Jeeti Sahota, Duane Sprague,
David Tilley and Graham Wight
**Police Services Advisors
Operations Unit**

Ashley Sarsam
**Standards Research Analyst
Operations Unit**

Reviewed By:

Stephen Waldie
**Director
External Relations Branch**

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INSPECTION OVERVIEW

Legislative Responsibilities

Ministry of Community Safety and Correctional Services

The *Police Services Act* (PSA) sets out the statutory responsibilities of the Minister of Community Safety and Correctional Services under section 3. Included are requirements that the Minister shall:

- conduct a system of inspection and review of police forces across Ontario;
- monitor police forces to ensure that adequate and effective police services are provided at the municipal and provincial levels;
- monitor boards and police forces to ensure that they comply with prescribed standards of service;
- provide to boards and municipal chiefs of police information and advice respecting the management and operation of police forces, techniques in handling special problems and other information calculated to assist; and
- develop and promote programs to enhance professional police practices, standards and training.

Police Services Board

Police services boards overseeing municipal police forces are responsible for the provision of adequate and effective police services in the municipality, including the determination of the objectives and priorities respecting police services. The board fulfills one of its governance responsibilities by establishing policies for the effective management of the police force.

Chief of Police

Municipal chiefs of police are responsible for the administration and operation of their respective police forces and overseeing its operation in accordance with the objectives, priorities and policies established by the board. The OPP Commissioner is responsible for providing adequate and effective policing to all municipalities that are not policed by a municipal police force.

The duties of chiefs of police include:

- establishing procedures for operational and administrative direction;
- ensuring that members of the police force carry out their duties in accordance with the PSA and regulations, and in a manner that reflects the community; and
- maintaining discipline in the police force.

Inspection Program

The ministry conducts inspections and monitors compliance with legislative and regulatory requirements. Inspections are based on relevant legislation, regulations and guidelines contained within the ministry's Policing Standards Manual.

The Policing Standards Manual guidelines are one of the mechanisms used by the ministry to meet the statutory requirements set out in section 3 of the PSA. The guidelines are also one of the primary tools to assist boards and chiefs of police with their understanding and implementation of the PSA and its regulations.

Ministry guideline content which does not address statutory or regulatory requirements is advisory in nature. Boards and chiefs of police may also consider comparable equivalents when addressing compliance with the PSA and its regulations. No recommendations will be made if policy, procedures or practices achieve compliance with statutory or regulatory requirements or they have equivalent outcomes to discretionary guideline content.

Focussed Inspection – PSA Regulation 926 s.13

Police use of force has been a forefront issue for the policing community for the past several years, receiving significant public and media attention. The Ontario Ombudsman and the Office of the Independent Police Review Director have both reviewed ministry direction on use of force.

PSA regulation 926 (Equipment and Use of Force), section 13, requires investigations into the circumstances of firearms discharges by members of police forces in the performance of their duties that cause injury or death. Municipal chiefs of police are required to submit reports on these investigations to their police services boards. The Ontario Provincial Police (OPP) Commissioner is required to submit reports to the Minister.

The described requirements have been in force since 1992.

Police services boards and the Minister are required to review investigation reports and make additional inquiries as appropriate. Boards must file a copy of the report with the Minister; including a report on any additional inquiries.

Ministry guideline AI-012 (Use of Force) recommends boards establish policy addressing compliance with these requirements. The guideline further recommends that the policy state the board will comply with its responsibilities under section 13 of the regulation, and directs the chief of police to investigate and file a report to the board where a member, by the discharge of a firearm in the performance of his or her duty, kills or injures another person.

In January, 2017, the ministry announced a decision to conduct an inspection focussed on the investigation and reporting requirements of PSA regulation 926 section 13. All municipal police services boards and the Commissioner were notified.

INSPECTION FINDINGS

Investigation and Reporting of Firearm Discharges Causing Injury or Death

For purposes of the inspection, municipal police services boards and the Commissioner were requested to submit investigation reports regarding firearm discharges causing injury or death that occurred between January 1, 2012 and January 23, 2017. In addition, the boards were to submit meeting minutes indicating the report was reviewed by the board and any subsequent inquiries. Boards and the Commissioner were to submit their policies on the use of force that addressed the investigation and reporting requirements of regulation 926 section 13. If there were no investigation reports, a nil response was requested and only the relevant policy was to be submitted.

As a baseline for compliance with the requirement to conduct investigations and report submission, data was extracted from information publicly posted online by the Special Investigations Unit (SIU) regarding events involving police firearm discharges that occurred within the inspection timeframe:

Police Services Notifying SIU – Firearm Discharges Causing Injury or Death			
Police Service	# Police Officers*	# Events	# SIU Concluded
Durham Regional	871	5	5
Greater Sudbury	264	1	1
Guelph	195	1	1
Halton Regional	697	4	3
Hamilton	805	3	2
London	598	1	0
Niagara Regional	702	1	1
Ontario Provincial Police	5800	8	7
Ottawa	1351	1	1
Peel Regional	2015	7	6
Peterborough	139	1	1
Toronto	5235	29	24
Waterloo Regional	739	2	2
York Regional	1579	3	3
Total Events		67	57

*From most recent Annual Report or other current report posted on police service website. Actual may vary.

There were 67 events investigated by the SIU within the inspection scope. Of these, 57 investigations were concluded prior to January 23, 2017. The ministry has no expectation that a report would be received by a board or provided for inspection purposes prior to the SIU investigation conclusion.

Police Services Boards & OPP Commissioner - Policy

Ministry guideline AI-012 recommends that police services boards have policy addressing the use of force and related matters, including the investigation and reporting of firearms discharges resulting in injury or death. In addition, the guideline recommends that boards direct their chiefs of police to immediately investigate these events and file a report to the board.

Provincial policies of the OPP represent the Commissioner's direction to OPP members regarding their performance of duties and are contained in Ontario Provincial Police Orders. The statutory and regulatory duties and responsibilities of the Commissioner are delegated through OPP Orders.

Findings

Fifty of the 52 municipal police services boards submitted current policies on the use of force that addressed the requirements of O.Reg. 926 section 13. The policies were reviewed and found to address the section requirements consistent with ministry guideline AI-012. One of the exceptions did not have a use of force policy or alternative policy addressing the section 13 requirements. The second exception provided multiple use of force policies and amendments that did not provide coherent direction.

The OPP submitted Ontario Provincial Police Orders relevant to the inspection. The Orders were reviewed and found to address the requirements of O.Reg. 926 section 13, except for investigation report submission to the Minister. The Orders neither required the provision of the reports to the Commissioner to enable subsequent submission to the Minister, nor did they delegate the responsibility to submit the reports to the Minister.

Recommendations

1. Municipal police services boards either without policy or with incoherent policy on the use of force, particularly policy addressing O.Reg. 926 section 13, should develop and approve a policy or review and consolidate existing policies to ensure they are coherent.
2. The OPP Commissioner should revise OPP Orders to ensure compliance with O.Reg 926 section 13 regarding the submission of investigation reports to the Minister.

Police Services & Boards - Practices

All 52 municipal police services boards and the OPP Commissioner provided a response. Forty boards indicated they had not received an investigation report during the inspection time-frame. The nil responses were consistent with the baseline data.

The remaining 12 boards and the Commissioner provided positive responses and submitted investigation reports. The ministry received 53 of the 57 investigation reports indicated by the baseline data. Inquiries by the Inspection Team did not result in the location and submission of the remaining investigation reports and it is uncertain if investigations were conducted or reports submitted to boards for these events. Despite this, the Inspection Team found there is a high degree of awareness of the requirement for chiefs of police to investigate firearm discharges causing injury or death.

Meeting minutes submitted by 10 boards indicated the matter was reviewed. The remaining two boards provided documentation of recent report submission by the chief of police to the board but did not provide minutes indicating a review.

The investigation reports were found to be sufficiently detailed to enable boards to make an informed review and determine if additional inquiries should be made. There was no record of a board making additional inquiries that would require the further submission of reports by chiefs of police. Reports submitted by the Commissioner were found to be sufficiently detailed to enable the Minister to make an informed review.

The Inspection Team reviewed records indicating investigation reports had been filed with the ministry as required. A positive record was found for 20 of the 57 events within the inspection scope. No single police service filed reports for every event requiring an investigation. Four reports were filed with the Minister after boards were notified of the inspection and independent of the inspection process. The four reports had been submitted to boards between six months and two years prior to the inspection. The Inspection Team found that there is insufficient awareness of and compliance with the requirement to file or submit investigation reports to the Minister.

Recommendations:

3. Municipal police services boards and the Commissioner should ensure that reports on investigations regarding the discharge of firearms causing injury or death are filed with or submitted to the Minister as soon as practicable.

RELEVANT ISSUES

Chief Investigations Arising From SIU Notification – O.Regulation 267/10 Section 11

The SIU is authorized by section 113 of the PSA to cause investigations to be conducted into the circumstances of serious injuries and deaths that may have resulted from criminal offences committed by police officers. In support of the SIU authorization, PSA regulation 267/10 (Conduct and Duties of Police Officers Respecting Investigations by the Special Investigations Unit) was enacted in 1998.

Section 3 of regulation 267/10 requires chiefs of police to notify the SIU immediately of an incident involving one or more of their police officers that may reasonably be considered to fall within the investigative mandate of the SIU, as set out in subsection 113 (5) of the PSA. Section 11 of the regulation requires chiefs of police to cause an investigation to be conducted forthwith into any incident with respect to which the SIU has been notified.

Therefore, events that trigger an investigation required by section 13 of regulation 926 also, with extremely rare exceptions, require SIU notification. The notification in turn triggers an investigation required by section 11 of regulation 267/10. The outcome and reporting requirements of the two regulations differ significantly. It is reasonable to expect that chiefs of police will cause an investigation to be conducted when a police officer discharges a firearm – especially if injury or death results. It is not reasonable to expect that two investigations will be conducted arising from the same event.

A review of the 53 investigation reports provided pursuant to the inspection revealed that 48 reports stated they were either conducted pursuant to section 11 of regulation 267/10 only, or to both regulations concurrently. Five reports stated they were submitted pursuant to section 13 of regulation 926 and clearly identified that they were abbreviated versions of more detailed reports arising from section 11 investigation reports, which had been previously submitted to boards.

It is reasonable to conclude that Ontario police services give priority to compliance with section 11 of regulation 267/10. This section sets out required investigation outcomes, the report submission period and public disclosure provisions, which are absent from section 13 of regulation 926. All of the investigations were conducted to presumably achieve full compliance with section 11, while compliance with section 13 was incidental.

The Inspection Team chose to review key requirements of section 11 as relevant to the scope of the inspection.

Investigation Outcomes:

Subsection 11(2) of regulation 267/10 sets out that the purpose of an investigation is to review the policies of or services provided by the police service and the conduct of its police officers. The review found investigation outcomes in 53 reports as follows:

Number of Reports with Regulated Investigation Purpose Outcomes		
Policies of Police Service	Services Provided	Conduct of Police Officers
23	48	51

All of the reports emphasise the SIU investigations which, with few exceptions, resulted in a decision to not charge subject officers with a criminal offence.

Investigation Reporting Period:

Subsection 11(4) of regulation 267/10 requires municipal chiefs of police to report their investigation findings and any action taken or recommended to be taken to the board within 30 days after the SIU director advises the chief of police that the investigation results have been reported to the Attorney General. Subsection 11(5) requires the Commissioner to prepare a report of investigation findings and any action taken within the same time period.

The Inspection Team compared the dates SIU investigations were concluded, extracted from submitted records or from SIU public announcements to the dates of meetings in which boards reviewed investigation reports submitted by chiefs of police. SIU investigation conclusion dates were also compared to the dates of section 11 reports of investigations delegated by the Commissioner. There were 47 investigations for which both dates were available for analysis.

The following results have been grouped according to the number of events investigated by a police service during the inspection period. The elapsed period between SIU investigation conclusion and required reporting is shown as a range from the shortest to the longest.

Average and Median Reporting Period Ranges		
# Investigations Conducted	Average	Median
Less than three	21 to 579 days	21 to 579 days
Three or more	43 to 118 days	46 to 90 days

Examining all 47 investigations for successive reporting periods revealed the following:

Number of Reports in Successive Reporting Periods				
Time Period	30 Days and Less	31 to 60 Days	61 to 90 Days	More than 90 Days
# of Total Investigations	5	16	5	21

Public Availability of Investigation Reports:

Subsections 11(4) and 11(5) of regulation 267/10 provide that boards and the Commissioner may make investigation reports available to the public.

The decisions of the Commissioner regarding the public availability of investigation reports were not recorded. The Inspection Team reviewed board minutes to determine if investigation reports were received in meetings open to the public or meetings when the public was excluded:

Number of Reports Reviewed in Public vs Public Excluded Board Meetings		
Public	Public Excluded	Minutes Not Provided
7	35	5

The investigation reports tabled at public meetings are presumed to be available to the public. There is no record in the reviewed minutes of a board considering the option to make an investigation report publicly available.

Recommendations:

4. The Ministry should review section 13 of regulation 926 and section 11 of regulation 267/10 to:
 - resolve concurrent requirements for investigations arising from the same set of circumstances;
 - determine the need for boards to continue filing investigation reports with the ministry as required by section 13 of regulation 926, and;
 - ensure the reporting period set out in section 11 of regulation 267/10 is practical and reasonable.

Amherstburg Police Service Board Proposal

“Health is a state of complete physical, mental and social well-being, and not merely the absence of disease or infirmity” – World Health Organization

As a result of growing concern and greater awareness of the importance of employee wellness, the Amherstburg Police Service has begun to take proactive measures to ensure every employee is equipped with the proper tools and support to achieve a healthy state. Recently a Peer Support team was elected to provide guidance and direction to those in need. The team has received specialized training from Dr. McGrory whom is a psychologist in Windsor working with Windsor Police and LaSalle Police as well. As police officers, we are aware of our susceptibility to various mental health diagnoses and we are taking the proper steps to prevent from falling ill.

One of those steps to achieve overall health is diet and nutrition. We have consulted with **Salubrity**, located at 503 Sandwich Street South to provide our employees with a discount on nutritional products and services such as Wellness Plans, Chiropractic’s, Acupuncture and Massage Therapy. Please refer to the attached flyer for all of their services. Various educational booklets have been ordered for the membership to assist with achieving their overall health goals. Each member will have easy access to information on “Achieving Spiritual Resilience”, “Healthy Sleep”, “Improve your Emotional Wellness”, “Stress Management”, “Training Log” and “Smart Nutrition 101” to name a few. As a part of our POC grant we will be supplying our membership with special lunch pails with portion control Tupperware and a water bottle. These items have been voted on as the most desirable Wellness tool for our membership.

Another step we are taking is to reconfigure the workout room to allow for our members to use it for its original purpose. Currently, there is a wall separating the “workout area” and the “stores area”. We are respectfully requesting to remove the partition wall to allow for more space for fitness equipment. We have been approved through the Ministry of Safety and Corrections to utilize \$7,000 of money provided to use through the POC grant. In the event we do not use all of the money provided to us through the POC grant, by March 31st 2018, we are responsible to pay the government back. The removal of this wall will be of no cost to the Service as there are several members willing to assist with this process. New equipment is required to be purchased as the majority of it was donated by people within the membership. This donated equipment is being removed as a result of the recent Windsor Police contract decision. As well as a result of the Windsor Police contract decision; we will no longer be required to store Amherstburg Police uniforms, which currently occupy the majority of space in the “stores area”. We are again respectfully requesting Board approval for the purchase of new gym equipment through the POC grant. Please refer to the attached purchase list for further details. It should be noted that when these items are purchased they will be property of the Town of Amherstburg and will stay within the Town of Amherstburg.

We realize there are many working parts to have and maintain a successful Employee Wellness program within a Police Service. Our needs are somewhat unique and require a unique approach. We are committed to meeting all of those needs. We have attached all correspondence we have had with our membership for your perusal.

Fitness Depot Order List

10 foot weight rig	\$ 588.00
4 foot weight rig	\$ 388.00
Concept 2 Rower	\$1,248.00
Safe Spotter	\$ 359.52
Olympic Bar x2	\$ 256.00
Bumper Plates	\$319.00
Flat Bench	\$228.00
TRX system	\$168.88
Resistance Bands	\$101.28
55 lb Dumbbells	\$96.80
OMA treadmill	\$ 998.00
Northern Lights Airdyne bike	\$ 848.00
Total	= \$ 5,599.48
	HST 727.93
	Grand Total \$6,327.41

NOTE: A request has been placed through our Association to pick up the cost of a set of dumbbells ranging in weight from 5-50 lbs at a cost of \$484.00

Lunch Pails -





24 Hour | Hot | New | Sale | Closeouts

Subtotal (1 Items)
\$600.95

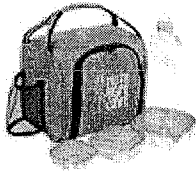
Checkout

1 Shopping Cart

2 Shipping & Payment

3 Review Order

My Shopping Cart (1)



Square Portion Control & Hydrate Lunch Set
Item #C134897
Grey/Blue
35

\$600.95
[Price Details](#)



Continue Shopping Save as Favourites Board
View Favourites Boards

Clear Cart

Ready to order?

Subtotal (1 Items) \$600.95

Proceed to Checkout

[Add Coupon Code](#)



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Your Artwork





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Employment

Investor Relations

Privacy Policy

Services

4imprint Creative Department

How To Send Artwork

one by one Charitable Program

Launch CoPilot



BBB Rating:
A+
as of 3/15/2018
[Click for Profile](#)



Wildcard SSL

Shopping at 4imprint is secure and 100% guaranteed
© 1994 - 2018 4imprint Inc. All rights reserved. [Legal information.](#)
Glide is protected by U.S. Pat. No. 7,979,318
Here's some stuff you don't need to know, but we do!
RD00155D486ADB

Employee Wellness Unit

Recently, members of the Amherstburg Police Service have expressed interest in the implementation of an Employee Wellness Program. This is as a result of heightened awareness and education on the benefits to not only the employee but the employer. The following proposal will outline a foundation for the Amherstburg Police Service Wellness Program, carried out by the Wellness Unit herein referred to as "the Unit".

Develop Health Related Policies

Set clear goals. The Unit will establish clear goals that will identify the priorities, the design of the program and the allocation of resources.

Research. The Unit will research other Wellness Units policies and procedures knowing that the program needs to reflect a comprehensive view of health that not only addresses physical needs, but also behavioural, mental and overall well-being.

Tailor the Program. After researching various Employee Wellness Units common practices and procedures, the Unit will tailor the program based on Amherstburg Police Services membership diversities. The Unit will continually be flexible knowing that one program will not fit all.

Start small and build. The Unit will set targets that are easily achievable to get the program started. Evaluation on the success in the beginning will dictate the amount of change that will be required to progress the program. Despite having BIG plans, the Unit is aware that the success of the program relies on an achievable solid base.

Be consistent. The Unit will encourage employee buy-in of the program by ensuring they have created a work environment that is truly health-focused.

Creating a work environment that supports good health

Develop a health-focused culture. Programs within the Wellness Unit with policies founded on trust, whether it is Peer Support, nutritional, spiritual or a physical program will thrive as a result. A healthy workplace is built by integrating a TOTAL health model into all aspects of the Service. This means a focus on health in career, emotional, financial, physical and social well-being realms.

Show leadership participation. Making a commitment with words is important but demonstrating it with actions is crucial. By encouraging leaders to acknowledge and communicate this dedication to the health and well-being program widely, the Service membership will take notice and also incorporate it into their own approach to work.

Use the right tools and equipment. "If you build it, they will come" approach is paramount for success. The various tools and equipment must reflect the needs and wants of the membership in order for them

to use it. This means providing a functional workout space and equipment, along with nutritional guides and education on mindfulness. Asking local RMT's to attend the building with a portable table to provide employees with an "over the clothes" massage on various days through the month will benefit those with tension and stress build up (Green Shield forms will be provided). A nutritional library will be created and maintained by the membership and upon request and need a Nutritionist can be consulted. Cost quote for equipment is available upon request.

Encouragement. Tracking nutrition, fitness, well-being activities, challenges and personal goals will help build a team atmosphere while supporting healthy habits. Starting a multi-sport Amherstburg Police Service team will support on-going encouragement and team building efforts. Cost quote for team t-shirts is available upon request.

Inspire active participation

Identify leadership. Find employees who are knowledgeable and motivated to inspire others to participate.

Reward success. By having a reward system in place the Unit can build individual accountability to each of its members. Currently members are rewarded monetarily for attending a gym facility outside of the building. The Unit proposes other rewards, such as, lieu time for using the gym equipment within the building as well as undergoing one (1) physical per year with their family doctor. Lieu time can also be rewarded to those who participate in one (1) visit to Dr. McGrory, psychologist, per year.

Promote. Through various forms of promotion, the Wellness Unit will provide useful products to help assist those looking to improve their health. Examples of such items will include stress balls, protein shakers, salad bowls, hand massagers, etc. Cost quote for such articles is available upon request.

Evaluate

Create a system. Evaluation of the program is necessary to measure success and failure. The Unit will be responsible for developing an evaluation system prior to launching the program.

Evolve. Evaluations are only effective if the Unit is willing to evolve and be flexible to the suggestions and responses of the membership. Qualitative and quantitative data will be gathered whereby the Unit can then assess the need for change and/or growth.

Item Cost List

*****All costs listed are approximate and for 50 units per item *****

Promotional Items:

Salad Bowls (4imprint) - \$403.00 ✓

Pedometer clips (4imprint) - \$295.00 ✓

Water bottle (Vistaprint) - \$290.00 ✓

Shaker Bottle (4imprint)- \$500.00

1300.⁰⁰

Earbuds (Vistaprint) - \$145.00

Reflectors (Vistaprint) - \$110.00

Arm bands (Vistaprint) - \$1,077

Stress balls (4imprint) - \$285.00

Baseball T-shirts:

Hanes tag less (Vistaprint) - \$260.00 ✓

Workout Equipment:

Refer to the attached cost list please.

Salubrity Natural Health Centre

salubrity: n. *“favourable to the preservation of good health”*

Our Services

Chiropractor – Dr. Scott Colasanti B.Sc., DC
Covered by Most Health Insurance

Clinical Acupuncture – Dr. Scott Colasanti B.Sc., DC
Covered by Most Health Insurance

Registered Massage Therapists

Vanessa Strickland RMT
Rene Thrasher – Duch RMT
Direct Billing available

Registered Reflexology Practitioner

Michelle Hatton MSW, RRPPr.

Holistic Iridology – Lina Ventura Kaput H.Ir., CNPA, Laser Technician
Analysis of the iris of each eye

Laser Therapy – Theralase

- Pain Relief
- Inflammation
- Weight Loss
- Quit Smoking
- Facial Rejuvenation

Don't forget to “like” us on Facebook

www.salubrity.ca

March 8, 2018

TO THE CHAIRPERSON AND MEMBERS OF THE AMHERSTBURG POLICE BOARD.

I HAVE EXAMINED THE FOLLOWING ACCOUNTS AND WOULD RECOMMEND THEM FOR PAYMENT.

Niza Fadel

NIZA FADEL, SUPERVISOR OF ACCOUNTING

Council/Board Report By Dept-(Manual)



Vendor : 001 To ZUL180
 Batch : All
 Department : 2020000 To 2020000

Manual Paid Date : 09-Feb-2018 To 08-Mar-2018
 Bank : 1 To 99
 Class : All

Vendor	Vendor Name				Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description	CC1	CC2	CC3	GL Account Name			
G.L. Account								
DEPARTMENT	2020000	POLICE DEPARTMENT						
ADA001	ADAIR FRED							
FEB 27, 2018	FIREARMS TRAINING FEB 27, 2018					296 07-Mar-2018	07-Mar-2018	
10-5-2020000-0254	POLICE TRAINING							25.00
COX02	COX MIKE							
FEB 27, 2018	FIREARMS TRAINING - FEB 27, 2018					296 07-Mar-2018	07-Mar-2018	
10-5-2020000-0254	POLICE TRAINING							25.00
DEA151	DEAN CHRISTOPHER							
FEB 15, 2018	FIREARMS, CEW TRAINING					250 28-Feb-2018	28-Feb-2018	
10-5-2020000-0254	POLICE TRAINING							50.00
GAZ01	GAZDIG SEAN							
FEB 21, 2018	PISTOL COURSE FEB 21, 2018					250 28-Feb-2018	28-Feb-2018	
10-5-2020000-0254	POLICE TRAINING							141.25
10-5-2020000-0254	POLICE TRAINING							130.00
HAR08	HARRIS NATHAN							
JAN 30, 2018	FIRE ARMS TRAINING JAN 30, 2018					180 14-Feb-2018	14-Feb-2018	
10-5-2020000-0254	POLICE TRAINING							25.00
HUM100	HUMBER KEITH							
JAN 30, 2018	FIRE ARMS TRAINING JAN 30, 2018					180 14-Feb-2018	14-Feb-2018	
10-5-2020000-0254	POLICE TRAINING							25.00
MCC01	MCCURDY SHAWN							
FEB 19, 2018	UCR TRAINING FEB 19, 2018					250 28-Feb-2018	28-Feb-2018	
10-5-2020000-0254	POLICE TRAINING							381.94
10-5-2020000-0254	POLICE TRAINING							185.00
OWE06	OWEN STEVE							
FEB 22, 2018	COURT - FEB 22, 2018					296 07-Mar-2018	07-Mar-2018	
10-5-2020000-0254	POLICE TRAINING							25.00
PIZ04	PIZZALA RYAN							
FEB 5, 2018	SFST TRAINING - FEB 5, 2018					250 28-Feb-2018	28-Feb-2018	
10-5-2020000-0254	POLICE TRAINING							25.00
RAT001	RATHBONE KIM							
FEB 23, 2018	MENTAL HEALTH & CRIMINAL JUSTICE WEBINAR - FEB 23, 2018					207 21-Feb-2018	21-Feb-2018	
10-5-2020000-0254	POLICE TRAINING							559.35
JAN 11, 2018	PEER SUPPORT TEAM EXP - LOCKER MAGNETS					180 14-Feb-2018	14-Feb-2018	
10-5-2020000-0360	MISCELLANEOUS EXPENSES							46.09
REN147	RENAUD CHRISTOPHER							
FEB 5, 2018	SFST COURSE - FEB 5, 2018					207 21-Feb-2018	21-Feb-2018	
10-5-2020000-0254	POLICE TRAINING							25.00
SMI02	SMITH PAUL							
FEB 27, 2018	FIREARMS TRAINING - FEB 27, 2018					296 07-Mar-2018	07-Mar-2018	
10-5-2020000-0254	POLICE TRAINING							25.00
Department Total :								1,693.63

TOWN OF AMHERSTBURG
Council/Board Report By Dept-(Computer)



AP5130 Page : 2
 Date : Mar 08, 2018 Time : 10:31 am

Vendor : 001 To ZUL180
 Batch : All
 Department : 2020000 To 2020000

Cheque Print Date : 09-Feb-2018 To 08-Mar-2018
 Bank : 1 To 99
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2020000 POLICE DEPARTMENT					
AGR835	AGRI CO-OPERATIVE LTD				
600046966	GASOLINE		157 29-Jan-2018	29-Jan-2018	
10-5-2020000-0401	GASOLINE				1,610.50
600047157	GASOLINE		183 06-Feb-2018	06-Feb-2018	
10-5-2020000-0401	GASOLINE				2,209.65
600047271	GASOLINE		228 13-Feb-2018	13-Feb-2018	
10-5-2020000-0401	GASOLINE				1,255.42
600047404	GASOLINE		273 20-Feb-2018	20-Feb-2018	
10-5-2020000-0401	GASOLINE				1,915.32
600047463	GASOLINE		273 27-Feb-2018	27-Feb-2018	
10-5-2020000-0401	GASOLINE				1,700.47
AMH22	AMHERSTBURG POLICE ASSOCIATION				
JANUARY 17, : LEGAL FEES					
10-5-2020000-0325	LEGAL FEES		51 17-Jan-2018	17-Jan-2018	27,000.00
AMH432	AMHERSTBURG CHEVEROLET-BUICK-GMC				
41436	310 PICK UP REPAIR WINDSHIELD WIPERS		157 30-Jan-2018	30-Jan-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				704.74
CAR645	CARRIER CENTERS				
04P434810	OIL FILTERS FOR CRUISERS		263 22-Feb-2018	22-Feb-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				52.39
CIS107	C.I.S.O				
082287	TRAINING DUPUIS O'BRIEN		263 09-Feb-2018	09-Feb-2018	
10-5-2020000-0254	POLICE TRAINING				100.00
CIT350	CITY OF WINDSOR				
0000171335	DISPATCH SERVICES - ANNUAL		263 26-Feb-2018	26-Feb-2018	
10-5-2020000-0324	DISPATCHING - POLICE				80,795.00
COU132	COUNTY TOWING INC.				
62073	302 TOWED		158 02-Feb-2018	02-Feb-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				84.75
CPK281	CPKN NETWORK INC.				
21987	ACTING SUPERVISOR TRAINING (11)		1586 20-Nov-2017	20-Nov-2017	
10-5-2020000-0254	POLICE TRAINING				1,243.00
DIR572	DIRECTDIAL.COM				
IN605719	PRINTER USAGE AND MAINTENANCE		179 25-Jan-2018	25-Jan-2018	
10-5-2020000-0308	PHOTOCOPIER SUPPLIES				61.70
EAR869	EARLSCOURT LEGAL PRESS INC.				
19058	INSERTS FOR LAW BOOKS		232 25-Jan-2018	25-Jan-2018	
10-5-2020000-0313	LAW BOOKS				199.97
ESO651	ESOLUTIONS GROUP LIMITED				
111197	WEBSITE		1586 13-Oct-2017	13-Oct-2017	
10-5-2020000-0370	COMMUNITY SERVICES				1,243.00
ESS400	THE ESSEX AND KENT SCOTTISH UNIT FUND				
FEBRUARY 9, COMMUNITY SERVICES					
10-5-2020000-0370	COMMUNITY SERVICES		183 09-Feb-2018	09-Feb-2018	60.00
G4S405	G4S SECURE SOLUTIONS (CANADA) LTD				
8699154	PRISONER GUARD		158 03-Feb-2018	03-Feb-2018	

TOWN OF AMHERSTBURG
Council/Board Report By Dept-(Computer)



AP5130 Page : 3
 Date : Mar 08, 2018 Time : 10:31 am

Vendor : 001 To ZUL180
 Batch : All
 Department : 2020000 To 2020000

Cheque Print Date : 09-Feb-2018 To 08-Mar-2018
 Bank : 1 To 99
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2020000 POLICE DEPARTMENT					
10-5-2020000-0371	PRISONER EXPENSES				56.50
8717946	SECURITY OFFICER	263	17-Feb-2018	17-Feb-2018	
10-5-2020000-0371	PRISONER EXPENSES				113.00
JOE055 JOE MELOCHE FORD SALES LTD					
IJ02023	REPLACED THE SPARK PLUGS IN PAVIS FUSION	228	20-Feb-2018	20-Feb-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				67.75
KEL198 KELCOM RADIO DIVISION					
102015689-1	BATTERIES	273	28-Feb-2018	28-Feb-2018	
10-5-2020000-0319	RADIO MAINTENANCE				2,610.30
105008775-1	JEKIN BATTERIES & REPAIRS	228	14-Feb-2018	14-Feb-2018	
10-5-2020000-0319	RADIO MAINTENANCE				2,610.30
105008950-1	BATTERIES	228	16-Feb-2018	16-Feb-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				1,292.72
80008692	RADIO MAINTENANCE	228	15-Feb-2018	15-Feb-2018	
10-5-2020000-0319	RADIO MAINTENANCE				571.78
80008693	RADIO MAINTENANCE	228	15-Feb-2018	15-Feb-2018	
10-5-2020000-0319	RADIO MAINTENANCE				197.75
KEL363 KEL COMMUNICATIONS LTD					
RC00004063	RADIO TOWERS - KELCOM	158	01-Feb-2018	01-Feb-2018	
10-5-2020000-0319	RADIO MAINTENANCE				435.10
LUC289 LUCAS WORKSI (WINDSOR) INC.					
114754	NANCY LEAVOY PSB	183	07-Feb-2018	07-Feb-2018	
10-5-2020000-0327	PROFESSIONAL FEES				859.50
LUM131 LUMED MANAGEMENT					
3475	CAR WASH	157	31-Jan-2018	31-Jan-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				250.01
MAL256 MALDEN AUTOMOTIVE					
5294-163292	REPLACED WIPER BLADES # 306	183	05-Feb-2018	05-Feb-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				30.56
5294-163415	REPLACED WIPER BLADES # 305	183	07-Feb-2018	07-Feb-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				15.28
5294-163440	REPLACED THE RIGHT HEAD LIGHT BULB # 305	183	07-Feb-2018	07-Feb-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				13.18
5294-164038	REPLACED THE RIGHT OUTER TIRE ROD END ON # 313	263	21-Feb-2018	21-Feb-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				48.94
5294-164040	REPLACED THE BROKEN EXHAUST PIPE #304	263	21-Feb-2018	21-Feb-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				174.97
MAS108 MASTER CLEANERS					
7602	DRY CLEANING	262	31-Jan-2018	31-Jan-2018	
10-5-2020000-0253	CLEANING				46.79
MCT455 MCTAGUE LAW FIRM					
145219	PROFESSIONAL FEES	228	15-Feb-2018	15-Feb-2018	
10-5-2020000-0570	JOINT POLICE ADVISORY COMMITTEE				5,427.70
MET052 METRO KING PEST CONTROL INC.					
2132	MONTHLY SERVICE AT VARIOUS LOCATIONS (OCTOBER 31, 2018)	153	02-Jan-2018	02-Jan-2018	
10-5-2020000-0317	BUILDING MAINTENANCE				33.90

TOWN OF AMHERSTBURG
Council/Board Report By Dept-(Computer)



AP5130 Page : 4
 Date : Mar 08, 2018 Time : 10:31 am

Vendor : 001 To ZUL180
 Batch : All
 Department : 2020000 To 2020000

Cheque Print Date : 09-Feb-2018 To 08-Mar-2018
 Bank : 1 To 99
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2020000 POLICE DEPARTMENT					
2133	MONTHLY SEVICES AT VARIOUS LOCATIONS (NOVEMBER 11, 2017)	153	02-Jan-2018	02-Jan-2018	
10-5-2020000-0317	BUILDING MAINTENANCE				33.90
2134	MONTHLY SERVICES AT VARIOUS LOCATIONS (DECEMBER 31, 2017)	153	02-Jan-2017	02-Jan-2017	
10-5-2020000-0317	BUILDING MAINTENANCE				33.90
MIN25 MINISTER OF FINANCE PAYMENT PROCESSING CENTRE					
14291217001	OPTIC 4TH QUARTER (DECEMBER 29, 2017)	153	02-Jan-2018	02-Jan-2018	
10-5-2020000-0329	OPTIC MAINTENANCE				7,163.23
MON183 MONARCH OFFICE SUPPLY LTD					
069452	JANUARY 2018 PURCHASES	262	26-Jan-2018	26-Jan-2018	
10-5-2020000-0301	OFFICE SUPPLIES				342.51
MOR26 MORNEAU SHEPELL LTD.					
FEBRUARY 20 717490, 717491, 717492, 717492, 717493, FEBURARY 2018		158	01-Feb-2018	01-Feb-2018	
10-5-2020000-0207	BENEFITS - LIFE & DISABIL				270.51
MSJ355 MSJ AUTOMOTIVE SERVICE LTD					
100693	306 TOUCH SCREEN LOSES POWER	228	16-Feb-2018	16-Feb-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				820.11
OTT963 OTTAWA POLICE SERVICE COLLISION INVESTIGATION					
SEPTEMBER : HUMAN FACTORS IN TRAFFIC CRASHERS MONDAY, SEPT 17 TO FRIDAY , SEPT 21, 2018, POLICE TRAINING		213	21-Feb-2018	21-Feb-2018	
10-5-2020000-0254	POLICE TRAINING				850.00
PUR700 PUROLATOR INC.					
436711890	COURIER	184	02-Jan-2018	02-Jan-2018	
10-5-2020000-0306	COURIER & EXPRESS				4.43
436829050	COURIER	184	05-Jan-2018	05-Jan-2018	
10-5-2020000-0306	COURIER & EXPRESS				8.86
437141039	COURIER	183	09-Feb-2018	09-Feb-2018	
10-5-2020000-0306	COURIER & EXPRESS				8.86
REC06 RECEIVER GENERAL-INDUSTRY CANADA					
20180050203	RADIO MAINTENANCE - INVOICE # 20180050203	228	09-Feb-2018	09-Feb-2018	
10-5-2020000-0312	EQUIPMENT LEASES				1,999.00
ROS08 ROSS STEVE					
76079	BENEFIT GLASSES	232	29-Jan-2018	29-Jan-2018	
10-5-2020000-0209	BENEFITS - POST-RETIREMENT BENEFIT CONT.				50.00
SHO301 THE SHOE NETWORK INC.					
17478	CHIEFS SHOES	183	05-Feb-2018	05-Feb-2018	
10-5-2020000-0252	UNIFORMS				327.70
17550	SHOES	273	21-Feb-2018	21-Feb-2018	
10-5-2020000-0252	UNIFORMS				327.70
17560	SHOES	273	26-Feb-2018	26-Feb-2018	
10-5-2020000-0252	UNIFORMS				90.40
SHR157 SHRED-IT INTERNATIONAL ULC					
8100360936	DOCUMENT SCHREDDING	184	31-Jan-2018	31-Jan-2018	
10-5-2020000-0301	OFFICE SUPPLIES				316.00
STA444 STAPLES ADVANTAGE (MIS C/O T04446C					
46503111	DUST OFF FOR COMPUTERS	157	24-Jan-2018	24-Jan-2018	
10-5-2020000-0301	OFFICE SUPPLIES				34.50



Vendor : 001 To ZUL180
 Batch : All
 Department : 2020000 To 2020000

Cheque Print Date : 09-Feb-2018 To 08-Mar-2018
 Bank : 1 To 99
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2020000 POLICE DEPARTMENT					
46561102	STAMPS	157	30-Jan-2018	30-Jan-2018	
10-5-2020000-0304	POSTAGE				192.10
46667989	OFFICE SUPPLIES	183	09-Feb-2018	09-Feb-2018	
10-5-2020000-0301	OFFICE SUPPLIES				89.53
46677722	SEAL	183	12-Feb-2018	12-Feb-2018	
10-5-2020000-0301	OFFICE SUPPLIES				56.49
46701542	INK CATRIDGES BOARD	183	13-Feb-2018	13-Feb-2018	
10-5-2020000-0301	OFFICE SUPPLIES				200.61
46716080	STAMP	228	15-Feb-2018	15-Feb-2018	
10-5-2020000-0301	OFFICE SUPPLIES				50.84
TOS075 TOSHIBA LEADING INNOVATION					
AR3365206	PHOTOCOPIER MAINTENANCE AND SUPPLIES	263	16-Feb-2018	16-Feb-2018	
10-5-2020000-0308	PHOTOCOPIER SUPPLIES				81.44
TOW595 TOWN OF LASALLE					
2667	QUARTERLY DISPATCHING, PRI CHANNELS, AND EQUIPMENT MAINTENANCE	1586	01-Dec-2017	01-Dec-2017	
10-5-2020000-0324	DISPATCHING - POLICE				65,542.23
TRA003 TRAFFIC LOGIX CORPORATION					
SIN00180	ICLOUD RENEWAL FOR THE TRAFFIC SIGN	263	07-Feb-2018	07-Feb-2018	
10-5-2020000-0310	COMPUTER MAINTENANCE				452.00
TRI249 TRI GRAPHICS					
5200	TRI GRAPHICS - PIC FORM	263	22-Feb-2018	22-Feb-2018	
10-5-2020000-0301	OFFICE SUPPLIES				167.24
TRO104 TROY LIFE & FIRE SAFETY LTD.					
1679608	TROY FIRE EXTINGUISHERS	157	30-Jan-2018	30-Jan-2018	
10-5-2020000-0317	BUILDING MAINTENANCE				575.40
TUR070 TURRIS SITES DEVELOPMENT CORP.					
414019 A	PREVIOUS INVOICE DID NOT OMITED SEPT ESCALATIONS IN THE AMT OF 15.96 (SEPT.9,2017)	153	02-Jan-2018	02-Jan-2018	
10-5-2020000-0319	RADIO MAINTENANCE				18.04
436462	TOWER SITES	264	01-Mar-2018	01-Mar-2018	
10-5-2020000-0319	RADIO MAINTENANCE				596.71
UNI351 UNIFORM UNIFORMS					
47694	PATROL TROUSER	273	28-Feb-2018	28-Feb-2018	
10-5-2020000-0252	UNIFORMS				180.80
WES647 WEST INC					
344	2 TICKETS TO THE WOMENS DAY GALA	228	07-Feb-2018	07-Feb-2018	
10-5-2020000-0370	COMMUNITY SERVICES				170.00
FEBRUARY 7, INTERNATIONAL WOMEN'S DAY GALA - ATTN: ROSE ANGUIANO HURST		158	07-Feb-2018	07-Feb-2018	
10-5-2020000-0370	COMMUNITY SERVICES				170.00
Department Totals :					216,316.98

Council/Board Report By Dept-(EFT)



Vendor : 001 To ZUL180
 Batch : All
 Department : 2020000 To 2020000

EFT Paid Date : 09-Feb-2018 To 08-Mar-2018
 Bank : 1 To 99
 Class : All

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2020000 POLICE DEPARTMENT					
BEL01	BELL CANADA				
FEB 2018	FEBRUARY 2018 MONTHLY CHARGES	169	11-Feb-2018	11-Feb-2018	
10-5-2020000-0315	TELEPHONE				509.46
BEL03	BELL MOBILITY INC.				
FEB 2018	FEBRUARY 2018 USAGE	217	06-Feb-2018	06-Feb-2018	
10-5-2020000-0315	TELEPHONE				524.16
10-5-2020000-0332	INTERNET ACCESS				17.23
10-5-2020000-0406	GPS COMMUNICATION				103.38
COG02	COGECO PAYMENT CENTRE				
FEB 2018	FEBRUARY 2018 INTERNET	79	01-Feb-2018	01-Feb-2018	
10-5-2020000-0332	INTERNET ACCESS				152.49
ESS46	ESSEX POWERLINES CORPORATION				
JAN 2018	ELECTRICTY, WATER & SEWAGE JANUARY 2018	182	31-Jan-2018	31-Jan-2018	
10-5-2020000-0316	UTILITIES - POLICE DEPT				2,032.42
GRE03	GREEN SHIELD CANADA				
MAR 2018	MARCH 2018 BENEFITS	222	01-Mar-2018	01-Mar-2018	
10-5-2020000-0206	BENEFITS - GREENSHIELD RE				11,185.19
10-5-2020000-0205	BENEFITS - GREENSHIELD				17,781.08
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING				
MAR 2018	MARCH 2018 BENEFITS	237	01-Mar-2018	01-Mar-2018	
10-5-2020000-0207	BENEFITS - LIFE & DISABIL				15,225.04
UNI01	UNION GAS LTD				
JAN 2018	JANUARY 2018 MONTHLY CHARGES	102	30-Jan-2018	30-Jan-2018	
10-5-2020000-0316	UTILITIES - POLICE DEPT				649.19
WOR03	WORKPLACE SAFETY & INSURANCE BOARD				
FEBRUARY 2018	FEBRUARY 2018 WSIB PREMIUMS	254	07-Feb-2018	07-Feb-2018	
10-5-2020000-0208	BENEFITS - WORKER'S COMP.				240.80
Department Totals :					48,420.44

Total Unpaid for Approval :	0.00
Total Manually Paid for Approval :	1,693.63
Total Computer Paid for Approval :	216,316.98
Total EFT Paid for Approval :	48,420.44
Grand Total ITEMS for Approval :	266,431.05

INVOICE



RADIO DIVISION
 1983 AMBASSADOR DR
 WINDSOR ON N9C 3R5

Telephone # : 519-250-9100

Page 1
 Date 02/14/2018

Customer # 2276	Order # 105008775	Customer P.O. CHIEF BERTHIAUME	Invoice # 105008775- 1
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Bill To: AMHERSTBURG POLICE 271 SANDWICH ST. S. AMHERSTBURG, ON N9V 2A5	Ship To: AMHERSTBURG POLICE 271 SANDWICH ST. S. AMHERSTBURG, ON N9V 2A5
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QTY	ITEM	DESCRIPTION	PRICE	AMOUNT
1	FSC	FIELD SERVICE CALL - ONSITE REPAIRS REPLACE BACK UP BATTERIES AT ALL 3 SITES	00.00	00.00
7	ONSITE LABOUR	LABOUR - AT CUSTOMER LOCATION REMOVED & REPLACED BATTERIES ALL 3 SITES & TESTED FOR PROPER OPERATION.	99.00	693.00
12	*MISC ACC	12V REPEATER BATTERY	128.00	1536.00
3	*MISC ACC	12V UPS BATTERY	27.00	81.00

Subtotal:	2310.00
HST 853934107	\$300.30
Total Due On 03/16/18	\$2,610.30



Ontario Association of Police Services Boards on Bill 175



Standing Committee on Justice Policy, 22 Feb 2018





Overview

- What we like
- What we take exception to
- Other suggestions
- Q&A



What we like

- Progressive reforms regarding police oversight, as per Justice Tulloch
- Special constable code of conduct and oversight, and the introduction of standards for special constable employers
- Mandatory community safety & well-being plans, as a catalyst to interagency cooperation for improved overall results
- Flexibility to outsource some community safety tasks to non-police including private companies
- Clarifications on the board's responsibility to strategically govern police operations, without interfering with a specific police activity
- Minister now responsible for police board training

What we take exception to

- Section 67 – while the creation of OPP detachment boards is supported, the disbandment of any Section 10 OPP contract boards should be a municipal decision, rather than a provincial one
- Section 164, 42(4) - boards should be allowed to be represented in collective agreement negotiations by professional staff of their choosing, without having to accompany them in the process – just like any other employer in Ontario



What we take exception to

- Section 38 (5) and 40(4) – police boards should be able to make policies about police deployment, while being prohibited from making any decisions about the deployment of an individual officer or in response to an individual event
- Section 50(9) the board's strategic plan for policing in its jurisdiction should carry the same weight as provincial adequacy standards, in budget arbitration decisions



Other suggestions

- The creation of OPP detachment boards should be a consultative process involving local stakeholders
- Implementation of changes to investigations under the Complaints Review Director should be phased in
- Former police officers serving on the police board who was their past employer, should be grandfathered from ineligibility



Thank you for listening!

Email us: admin@oapsb.ca | Call us: 1-800-831-7727





THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF THE CAO

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Tammy Fowkes	Report Date: April 30, 2018
Author's Phone: 519 736-0012 ext. 2216	Date to Council: May 14, 2018
Author's E-mail: tfowkes@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Committee Resignation – Accessibility Advisory Committee

1. RECOMMENDATION:

It is recommended that:

1. The report from the Deputy Clerk dated April 30, 2018, regarding Committee Resignation – Accessibility Advisory Committee **BE RECEIVED for information.**

2. BACKGROUND:

The Amherstburg Accessibility Advisory Committee (AAAC) is currently made up of 7 voting members consisting of 6 lay-persons, one Council representative, and one non-voting staff representative.

The Accessibility for Ontarians with Disabilities Act (AODA), 2005, does not set out a minimum/maximum requirement with respect to committee composition but rather states the following in c.11, s.29(3):

“A majority of the members of the committee shall be persons with disabilities.”

3. DISCUSSION:

On April 16, 2018, Justine Danford (Silvaggio), AAAC Member, forwarded a letter of resignation from the committee effective immediately. Ms. Danford advised that she will be moving out of Amherstburg and further advised that she no longer has the availability to commit as required.

The 2014-2018 Term of Committees expires on November 30, 2018. The Accessibility Advisory Committee meets every two months and has 4 meetings left, with the last one scheduled on November 28, 2018.

In consultation with the Municipal Clerk, it was determined that, with the committee term coinciding with the Council term, the committee can move forward for the remaining 7 months with 6 voting members as there are no contraventions of the Town's statutory requirements. Furthermore, quorum will remain the same with 4 members required.

4. RISK ANALYSIS:

There is no risk associated with respect to finishing the remainder of the current committee term with 6 voting members.

5. FINANCIAL MATTERS:

There are no financial implications associated with this report.

6. CONSULTATIONS:

Paula Parker, Municipal Clerk

7. CONCLUSION:

The current composition of the Amherstburg Accessibility Advisory Committee (AAAC) is changing from 7 voting members to 6 voting members for the remainder of the 2014 - 2018 term.



Tammy Fowkes
Deputy Clerk

TF

Report Approval Details

Document Title:	Committee Resignation - Amherstburg Accessibility Advisory Committee.docx
Attachments:	N/A
Final Approval Date:	May 3, 2018

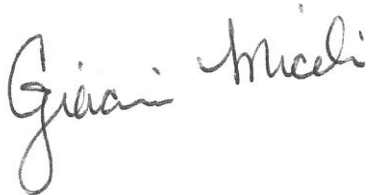
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 1, 2018 - 9:12 AM



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 1, 2018 - 11:31 AM



John Miceli - May 1, 2018 - 3:18 PM



Paula Parker - May 3, 2018 - 10:07 AM



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF CORPORATE SERVICES

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Justin Rousseau	Report Date: April 30, 2018
Author's Phone: 519 736-0012 ext. 2259	Date to Council: May 14, 2018
Author's E-mail: jrousseau@amherstburg.ca	Resolution #: NA

To: Mayor and Members of Town Council

Subject: Accounts Payable for the Month of April 2018

1. RECOMMENDATION:

It is recommended that:

1. The report from the Treasurer dated April 30, 2018, regarding Accounts Payable for the Month of April 2018 **BE RECEIVED for information.**

2. BACKGROUND:

On July 11, 2016, Council adopted the following motion:

“The Treasurer BE AUTHORIZED to release funds for payables as per the Treasurer’s duties, set out in Section 286(1)(c) of the Municipal Act, 2001.”

On March 19th, 2018 a report outlining a new monthly process for accounts payable was presented to Council for Information.

Based on the motion and report dated March 19th, 2018, the accounts payable reports will be provided to Council at their first meeting of the month to transmit the cheque listing for the previous month. This adjustment in timing of the report will allow for the proper administrative review on the report, the attachment to the report and the Private and Confidential Memo. This will allow the Town to continue with open and transparent government operations.

3. DISCUSSION:

The Accounts Payable list for the month of April, 2018 is attached. All cheques have been signed by approved signing authorities as per the Council approved policies

4. RISK ANALYSIS:

The Town of Amherstburg is a complex entity with many different payment terms and contracts. While the possibility of late payment and interest charges exists, this is mitigated by allowing the Treasurer the ability to rectify the issues as they present themselves.

5. FINANCIAL MATTERS:

The funds in the amount of Appendix A have been paid during the applicable period.

6. CONSULTATIONS:

NA

7. CONCLUSION:

The following is presented to the Mayor and Council for information.



Justin Rousseau
Treasurer

JR

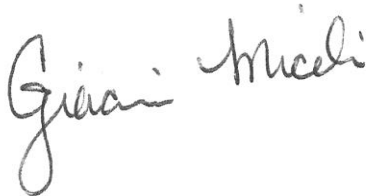
Report Approval Details

Document Title:	Accounts Payable for the Month of April 2018.docx
Attachments:	- Accounts paid April 1 2018 - April 30 2018.pdf
Final Approval Date:	May 9, 2018

This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 2, 2018 - 4:28 PM



John Miceli - May 7, 2018 - 10:51 AM



Paula Parker - May 9, 2018 - 10:18 AM



Vendor : 001 To ZUL180
 Batch : All
 Department : All

Cheque Print Date : 01-Apr-2018 To 30-Apr-2018
 Bank : 1 To 99
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000	DEPARTMENT EXPENDITURES				
ACC334	ACCURATE CREATIONS SPORTS & PROMO GEAR				
1023	EMBROIDERY	387	22-Feb-2018	22-Feb-2018	
80-5-0000000-0161	CLOTHING				430.53
AMH001	AMHERSTBURG PROFESSIONAL FIREFIGHTERS ASSOC				
APRIL 2018	APRIL 2018 MONTHLY DUES	534	30-Apr-2018	30-Apr-2018	
10-2-0000000-1156	A/P - PAYROLL DED. - FIRE				408.80
MARCH 2018	MARCH 2018 MONTHLY DUES	462	03-Apr-2018	03-Apr-2018	
10-2-0000000-1156	A/P - PAYROLL DED. - FIRE				511.00
AMH22	AMHERSTBURG POLICE ASSOCIATION				
APRIL 2018	APRIL 2018 MONTHLY DUES	534	30-Apr-2018	30-Apr-2018	
10-2-0000000-1146	A/P - PAYROLL DED. - POLI				5,490.00
MARCH 2018	MARCH 2018 UNION DUES	462	03-Apr-2018	03-Apr-2018	
10-2-0000000-1146	A/P - PAYROLL DED. - POLI				6,862.50
BON004	BONDY ROBERT				
372911000007	REFUND CREDIT ON PROPERTY TAX ACCOUNT DUE TO WRITE OFF PROCESSED C MARCH 27, 2018	416	04-Apr-2018	04-Apr-2018	
10-1-0000000-2138	A/R PROP TAX REFUND OWING				411.85
CAN2180	CANADIAN TIRE CORP LTD				
372910000000	REFUND CREDIT ON PROPERTY TAX ACCOUNT	416	04-Apr-2018	04-Apr-2018	
10-1-0000000-2138	A/R PROP TAX REFUND OWING				6,707.86
CAN380	CANADIAN TIRE STORE #281				
FEBRUARY 20	FEBRUARY 2018 PURCHASES	384	28-Feb-2018	28-Feb-2018	
80-5-0000000-0420	EQUIPMENT MAINTENANCE				4.06
80-5-0000000-0420	EQUIPMENT MAINTENANCE				201.19
80-5-0000000-0420	EQUIPMENT MAINTENANCE				39.54
80-5-0000000-0420	EQUIPMENT MAINTENANCE				11.29
MARCH 2018	MARCH 2018 PURCHASES	527	31-Mar-2018	31-Mar-2018	
80-5-0000000-0420	EQUIPMENT MAINTENANCE				5.07
80-5-0000000-0420	EQUIPMENT MAINTENANCE				141.22
80-5-0000000-0420	EQUIPMENT MAINTENANCE				67.79
80-5-0000000-0420	EQUIPMENT MAINTENANCE				64.94
80-5-0000000-0420	EQUIPMENT MAINTENANCE				28.22
80-5-0000000-0420	EQUIPMENT MAINTENANCE				11.29
CEN144	CENTRAL 1 CREDIT UNION-ELECTRONIC BILL				
372949000004	REFUND PAYMENT MADE TO PROPERTY TAX ACCOUNT IN ERROR BY PREVIOUS OWNER; REQUESTED BY CENTRAL 1 UNION	463	11-Apr-2018	11-Apr-2018	
10-1-0000000-2138	A/R PROP TAX REFUND OWING				542.00
COM046	COM PETERS INC				
4035	MAIN & GENERAL MAINTENANCE	529	13-Apr-2018	13-Apr-2018	
80-5-0000000-0810	WATER - MAIN MAINTENANCE				197.75
DIR572	DIRECTDIAL.COM				
IN615846	HP COLOR LASERJET PRO M477FNW LASER MULTIFUNCTION PRINTER	534	03-Apr-2018	03-Apr-2018	
80-5-0000000-0301	OFFICE SUPPLIES				250.02
DUM231	DUMOUCHELLE CLARENCE				
372950000032	REFUND CREDIT ON PROPERTY TAX ACCOUNT DUE TO WRITE OFF PROCESSED MARCH 27, 2018	416	04-Apr-2018	04-Apr-2018	
10-1-0000000-2138	A/R PROP TAX REFUND OWING				2,206.01
EMC530	EMCO CORPORATION				
37558529-00	TEST KIT FOR BFP	425	07-Mar-2018	07-Mar-2018	
80-5-0000000-0815	BACKFLOW - PREVENTION				1,527.65
37561085-00	BACKFLOW PREVENTER FOR HYDRANT	425	23-Mar-2018	23-Mar-2018	
80-5-0000000-0850	HYDRANT MAINTENANCE				711.90
ESS273	ESSEX POWERLINES CORPORATION				



Vendor : 001 To ZUL180
 Batch : All
 Department : All

Cheque Print Date : 01-Apr-2018 To 30-Apr-2018
 Bank : 1 To 99
 Class : All

Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 0000000	DEPARTMENT EXPENDITURES						
JC7294	MARCH 2018 BILLING				490 31-Mar-2018	31-Mar-2018	
80-5-0000000-0504				COLLECTION EXPENSE			16,272.97
ESS53	ESSEX REGION CONSERVATION AUTHORITY						
IN000012750	2ND QUARTER GENERAL LEVY INSTALLMENT				462 01-Apr-2018	01-Apr-2018	
80-5-0000000-0550				E.R.C.A. LEVY CW~GS			17,649.80
FAS259	FASTSIGNS						
29800	INSPECTION TAGS				425 20-Mar-2018	20-Mar-2018	
80-5-0000000-0815				BACKFLOW - PREVENTION			350.30
GRE05	GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD						
MARCH 2018	MARCH 2018 PUB SCHOOL BOARD DEV CHARGE				384 18-Mar-2018	18-Mar-2018	
10-2-0000000-0112				A/P - PUB SCH BRD. DEV CHARGE			1,525.00
GRE330	GREAT LAKES SAFETY PRODUCTS						
00304893	GLOVES				425 27-Mar-2018	27-Mar-2018	
80-5-0000000-0161				CLOTHING			102.81
HEA693	HEATON SANITATION						
33802	REPAIRS				529 16-Apr-2018	16-Apr-2018	
80-5-0000000-0755				WATER SERVICE MAINTENANCE			1,808.00
34706	SERVICE REPAIRS				387 16-Mar-2018	16-Mar-2018	
80-5-0000000-0755				WATER SERVICE MAINTENANCE			1,695.00
HER247	HERITAGE TIRE SALES INC.						
114085	REPAIRED TIRE FOR #WM-07				387 20-Mar-2018	20-Mar-2018	
80-5-0000000-0402				VEHICLE & EQUIPMENT MTCE.			50.85
IBE01	IBEW - LOCAL 636						
APRIL 2018	APRIL 2018 MONTHLY DUES				534 30-Apr-2018	30-Apr-2018	
10-2-0000000-1145				A/P - PAYROLL DED. - UNIO			3,496.63
MARCH 2018	MARCH 2018 MONTHLY DUES				462 03-Apr-2018	03-Apr-2018	
10-2-0000000-1145				A/P - PAYROLL DED. - UNIO			4,355.22
JOE055	JOE MELOCHE FORD SALES LTD						
IJ02160	REPLACED THE SPARK PLUGS # WM-01				425 29-Mar-2018	29-Mar-2018	
80-5-0000000-0402				VEHICLE & EQUIPMENT MTCE.			164.44
KEL117	KELCOM TELEMESSAGING						
W78745-0318	ANSWERING SERVICE				489 01-Mar-2018	01-Mar-2018	
80-5-0000000-0316				UTILITIES			30.18
W78745-0418	ANSWERING SERVICE				489 01-Apr-2018	01-Apr-2018	
80-5-0000000-0316				UTILITIES			30.08
KTI033	KTI LIMITED						
108778	SUPPORT SERVICE				465 23-Mar-2018	23-Mar-2018	
80-5-0000000-0833				WATER METER REPAIRS & MTNCE			3,390.00
108821	MAINTENANCE SUPPLIES				490 02-Apr-2018	02-Apr-2018	
80-5-0000000-0833				WATER METER REPAIRS & MTNCE			944.68
108822	STOCK				490 02-Apr-2018	02-Apr-2018	
80-5-0000000-0833				WATER METER REPAIRS & MTNCE			21,924.24
MAL256	MALDEN AUTOMOTIVE						
5294-166172	LIGHTERS FOR HEATING TORCH				466 02-Apr-2018	02-Apr-2018	
80-5-0000000-0402				VEHICLE & EQUIPMENT MTCE.			11.39
MIN222	MINISTER OF FINANCE						
1656	REIGRATION COSTS - TAX SALE 3729 390 09101 0000				501 18-Apr-2018	18-Apr-2018	
10-1-0000000-1503				TAX REG. - REGISTRATION C			169.50
MON183	MONARCH OFFICE SUPPLY LTD						
079365	DESK AND CHAIR				387 22-Mar-2018	22-Mar-2018	
80-5-0000000-0301				OFFICE SUPPLIES			517.54
560833	CREDIT FOR PRICE ADJUSTMENT				463 29-Mar-2018	29-Mar-2018	

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Cheque Print Date : 01-Apr-2018 To 30-Apr-2018
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 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000	DEPARTMENT EXPENDITURES				
80-5-0000000-0301	OFFICE SUPPLIES				-56.50
MOR26 MORNEAU SHEPELL LTD.					
APRIL 2018 754662,754663, 754664, 754665	APRIL 2018	416	01-Apr-2018	01-Apr-2018	
80-5-0000000-0207	BENEFITS - LIFE & DISABILITY				73.79
MOR373 MOORE GREGORY & TAMMY-LYNN					
3729420000001	REFUND CREDIT ON PROERTY TAX ACCOUNT DUE TO WRITE OFF PROCESSED M/ 27, 2018	416	04-Apr-2018	04-Apr-2018	
10-1-0000000-2138	A/R PROP TAX REFUND OWING				52.02
ONT001 ONTARIO CLEAN WATER AGENCY					
INV000101621	ANTHRACITE FOR FILTERS	423	15-Mar-2018	15-Mar-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				5,342.40
INV000101622	BLOCK HEATER REPLACEMENT	465	15-Mar-2018	15-Mar-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				512.26
INV000101623	CABLE INSTALL FILTER	423	15-Mar-2018	15-Mar-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				3,198.93
INV000101624	EMERGENCY LIGHTING	423	15-Mar-2018	15-Mar-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				283.63
INV000101625	TURBIDITY SAMPLE PUMPS	423	15-Mar-2018	15-Mar-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				685.15
INV000101626	LAB ANALYSIS FOR ANTHRACITE	423	15-Mar-2018	15-Mar-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				253.38
INV000101627	CLARIFER SERVICE	423	15-Mar-2018	15-Mar-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				1,248.59
INV000102072	EXHAUST FAN REPAIR	423	15-Mar-2018	15-Mar-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				340.90
INV000102074	FILTER MAINTENANCE	423	15-Mar-2018	15-Mar-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				241.78
INV000102075	FLUSH OUT DRAIN	423	15-Mar-2018	15-Mar-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				712.32
INV000102097	AFTER HOURS CALL OUT	529	06-Apr-2018	06-Apr-2018	
80-5-0000000-0612	GENERAL MAINTENANCE - AWWTP				360.00
INV000102325	OPERATIONS & MAINTENANCE FOR THE MONTH OF APRIL 2018	464	01-Apr-2018	01-Apr-2018	
80-5-0000000-0604	CONTRACT COSTS - AWWTP				909.70
80-5-0000000-0604	CONTRACT COSTS - AWWTP				47,301.19
ONT104 ONTARIO ONE CALL LTD					
201887786	ON1CALL NOTIFICATIONS	465	31-Mar-2018	31-Mar-2018	
80-5-0000000-0810	WATER - MAIN MAINTENANCE				183.32
PRE148 PREVIEW INSPECTIONS AND CONSULTING					
0318	PROGRAM ADMIN	466	02-Apr-2018	02-Apr-2018	
80-5-0000000-0815	BACKFLOW - PREVENTION				2,147.00
1217	BFP ADMIN	425	04-Jan-2018	04-Jan-2018	
80-5-0000000-0815	BACKFLOW - PREVENTION				2,147.00
PUB100 PUBLIC SAFETY SERVICES					
2859	LIGHT AND CHARGERS	490	19-Mar-2018	19-Mar-2018	
80-5-0000000-0420	EQUIPMENT MAINTENANCE				287.02
PUR700 PUROLATOR INC.					
437550908	COURIER	424	23-Mar-2018	23-Mar-2018	
80-5-0000000-0301	OFFICE SUPPLIES				4.43
RTT067 RIVER TOWN TIMES					
00095402	ADVERTISING	463	04-Apr-2018	04-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION				83.90
80-5-0000000-0307	ADVERTISING				83.90
00095470 A	ADVERTISING	463	04-Apr-2018	04-Apr-2018	



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000	DEPARTMENT EXPENDITURES				
10-1-0000000-1503	TAX REG. - REGISTRATION C				83.90
80-5-0000000-0307	ADVERTISING				135.60
SPE045 SPEEDPRINT					
36256	W/O BOOKS	425	27-Mar-2018	27-Mar-2018	
80-5-0000000-0301	OFFICE SUPPLIES				290.96
TRI132 TRICKEY ET AL TAX TEAM INC.					
11461	REGISTERED TAX ARREARS CERTIFICATE	463	03-Apr-2018	03-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				593.25
11462	REGISTERED TAX ARREARS CERTIFICATE	462	03-Apr-2018	03-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				988.75
11463	REGISTERED TAX ARREARS CERTIFICATE	462	03-Apr-2018	03-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				649.75
11464	REGISTERED TAX ARREARS CERTIFICATE	462	03-Apr-2018	03-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				593.25
11465	REGISTERED TAX ARREARS CERTIFICATE	462	03-Apr-2018	03-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				593.25
11466	REGISTERED TAX ARREARS CERTIFICATE	462	03-Apr-2018	03-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				678.00
11467	REGISTERED TAX ARREARS CERTIFICATE	462	03-Apr-2018	03-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				593.25
11468	REGISTERED TAX ARREARS CERTIFICATE	462	03-Apr-2018	03-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				593.25
11469	REGISTERED TAX ARREARS CERTIFICATE	462	03-Apr-2018	03-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				593.25
11470	REGISTERED TAX ARREARS CERTIFICATE	462	03-Apr-2018	03-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				565.00
11482	REGISTERED TAX ARREARS CERTIFICATE	462	04-Apr-2018	04-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				1,130.00
11544	FIRST NOTICES, SIGNED AND RETURNED TO TAX TEAM	501	14-Apr-2018	14-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				113.00
11545	FIRST NOTICES, SIGNED AND RETURNED TO TAX TEAM	501	14-Apr-2018	14-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				310.75
11546	FIRST NOTICES, SIGNED AND RETURNED TO TAX TEAM	501	14-Apr-2018	14-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				84.75
11547	FIRST NOTICES, SIGNED AND RETURNED TO TAX TEAM	501	14-Apr-2018	14-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				169.50
11548	FIRST NOTICES, SIGNED AND RETURNED TO TAX TEAM	501	14-Apr-2018	14-Apr-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				395.50
UNI300 UNITED WAY OF WINDSOR-ESSEX COUNTY					
JAN-FEB 2018	1ST QUARTER DEDUCTION FOR 2018	460	28-Mar-2018	28-Mar-2018	
10-2-0000000-1147	A/P - PAYROLL DED. - UNIT				1,251.00
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
117067	PATIO STONE UNDER METER PIT	466	05-Apr-2018	05-Apr-2018	
80-5-0000000-0833	WATER METER REPAIRS & MTNCE				54.17
WIN270 WINDSOR DISPOSAL SERVICES LTD					
0000886607	GARBAGE COLLECTION	534	01-Apr-2018	01-Apr-2018	
10-1-0000000-2066	A/R - CLEARING				378.02
WOL533 WOLSELEY CANADA INC					
6522747	INVENTORY FOR SERVICES	423	18-Mar-2018	18-Mar-2018	
80-5-0000000-0755	WATER SERVICE MAINTENANCE				2,153.56
Department Totals :					180,708.93



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Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 1001010 COUNCIL							
ECO365	ECOLE ELEMENTAIRE CATHOLIQUE SAINT-JEAN						
APRIL 18, 2018	STUDENT EXCHANGE TRIP - COUNCIL DONATION				489 18-Apr-2018	18-Apr-2018	
10-5-1001010-0348				DONATIONS			100.00
ESS110	ESSEX COUNTY STEAM & GAS ENGINE MUSEUM INC						
APRIL 25, 2018	ADVERTISEMENT				527 25-Apr-2018	25-Apr-2018	
10-5-1001010-0348				DONATIONS			115.00
KNI267	ATTN: LUIGI DOMENICUCCI; KNIGHTS OF COLUMBUS						
APRIL 13, 2018	FUNDRAISING DINNER				463 13-Apr-2018	13-Apr-2018	
10-5-1001010-0348				DONATIONS			300.00
Department Totals :							515.00

DEPARTMENT 1001011 COUNCIL - MAYOR							
AMH268	AMHERSTBURG CHAMBER COMMERCE						
3441	BUSINESS EXCELLENCE AWARDS DINNER TICKETS				462 06-Apr-2018	06-Apr-2018	
10-5-1001011-0340				MAYOR - PUBLIC RECEPTIONS, ETC.			100.00
CAN502	CANADIAN ITALIAN BUSINESS & PROFESSIONAL						
APRIL 23, 2018					501 23-Apr-2018	23-Apr-2018	
10-5-1001011-0340				MAYOR - PUBLIC RECEPTIONS, ETC.			200.00
Department Totals :							300.00

DEPARTMENT 1001012 COUNCIL - DEPUTY MAYOR							
CAN502	CANADIAN ITALIAN BUSINESS & PROFESSIONAL						
APRIL 23, 2018					501 23-Apr-2018	23-Apr-2018	
10-5-1001012-0340				DEP MAYOR - PUBLIC RECEPTIONS, ETC.			100.00
Department Totals :							100.00

DEPARTMENT 1001014 COUNCIL - COUNCILLOR 2							
CAN502	CANADIAN ITALIAN BUSINESS & PROFESSIONAL						
APRIL 23, 2018					501 23-Apr-2018	23-Apr-2018	
10-5-1001014-0340				COURTNEY - PUBLIC RECEPTIONS, ETC.			100.00
Department Totals :							100.00

DEPARTMENT 1001015 ELECTION							
RTT067	RIVER TOWN TIMES						
00095562	ADVERTISING				527 18-Apr-2018	18-Apr-2018	
10-5-1001015-0312				EQUIPMENT - ELECTION			71.10
Department Totals :							71.10

DEPARTMENT 1001016 COUNCIL - COUNCILLOR 3							
CAN502	CANADIAN ITALIAN BUSINESS & PROFESSIONAL						
APRIL 23, 2018					501 23-Apr-2018	23-Apr-2018	
10-5-1001016-0340				POUGET D., - PUBLIC RECEPTIONS, ETC.			100.00
Department Totals :							100.00



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Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 1001017 COUNCIL - COUNCILLOR 4							
CAN502 CANADIAN ITALIAN BUSINESS & PROFESSIONAL							
APRIL 23, 2018					501 23-Apr-2018	23-Apr-2018	
10-5-1001017-0340				MELOCHE - PUBLIC RECEPTIONS, ETC.			100.00
Department Totals :							100.00

DEPARTMENT 1001018 COUNCIL - COUNCILLOR 5							
CAN502 CANADIAN ITALIAN BUSINESS & PROFESSIONAL							
APRIL 23, 2018					501 23-Apr-2018	23-Apr-2018	
10-5-1001018-0340				FRYER - PUBLIC RECEPTIONS, ETC.			100.00
Department Totals :							100.00

DEPARTMENT 1001020 ADMINISTRATION							
ADV329 ADVANCE BUSINESS SYSTEMS							
626861				NEOPOST LABELS	463 26-Feb-2018	26-Feb-2018	
10-5-1001020-0304				POSTAGE & COURIER			33.90
631238				SEALER	527 19-Apr-2018	19-Apr-2018	
10-5-1001020-0304				POSTAGE & COURIER			27.69
AMH179 AMHERSTBURG COMMUNITY SERVICES							
APRIL 23, 2018				2018 COMMUNITY GRANT PROGRAM	518 23-Apr-2018	23-Apr-2018	
10-5-1001020-0353				GRANTS TO ORGANIZATIONS			5,000.00
AMH214 AMHERSTBURG HISTORIC SITES ASSOCIATION							
APRIL 23, 2018				2018 COMMUNITY GRANT PROGRAM	518 23-Apr-2018	23-Apr-2018	
10-5-1001020-0353				GRANTS TO ORGANIZATIONS			8,500.00
AMH277 AMHERSTBURG FREEDOM MUSEUM							
APRIL 23, 2018				2018 COMMUNITY GRANT PROGRAM	518 23-Apr-2018	23-Apr-2018	
10-5-1001020-0353				GRANTS TO ORGANIZATIONS			6,500.00
AMH298 AMHERSTBURG FOOD & FELLOWSHIP MISSION							
APRIL 23, 2018				2018 COMMUNITY GRANT PROGRAM	518 23-Apr-2018	23-Apr-2018	
10-5-1001020-0353				GRANTS TO ORGANIZATIONS			1,500.00
BAY320 BAYMAR SUPPLY LTD							
3015819				HEALTH AND SAFETY EQUIPMENT	424 29-Mar-2018	29-Mar-2018	
40-7-1001020-0004				HEALTH & SAFETY CAPITAL PROGRAM			3,854.80
CEN859 CENTENNIAL LOCK & SAFE LIMITED							
25267				HEALTH & SAFETY & BUILDING MAINTENANCE	424 06-Mar-2018	06-Mar-2018	
40-7-1001020-0004				HEALTH & SAFETY CAPITAL PROGRAM			4,175.06
DIR572 DIRECTDIAL.COM							
IN618179				99 THOMAS ROAD RECORDS PROJECT	527 18-Apr-2018	18-Apr-2018	
40-7-1001020-0007				RECORDS RETENTION			255.38
ESS53 ESSEX REGION CONSERVATION AUTHORITY							
IN000012750				2ND QUARTER GENERAL LEVY INSTALLMENT	462 01-Apr-2018	01-Apr-2018	
10-5-1001020-0550				CONSERVATON AUTHORITY LEVY			29,378.70
HOU247 HOUSE OF SHALOM INC							
APRIL 23, 2018				2018 COMMUNITY GRANT PROGRAM	518 23-Apr-2018	23-Apr-2018	
10-5-1001020-0353				GRANTS TO ORGANIZATIONS			8,000.00
JON02 JONES GROUP							
1657				DEMOLITION OF DUFFY'S TAVERN AND HOTEL	426 06-Mar-2018	06-Mar-2018	
40-7-1001020-0006				DUFFY'S PROPERTY			9,479.65
LAN228 LANDMARK ENGINEERS							
17-0008-A1				DUFFY'S ENGINEERING	386 18-Mar-2018	18-Mar-2018	
40-7-1001020-0006				DUFFY'S PROPERTY			10,219.04
MAU215 MAURE RODNEY							

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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1001020 ADMINISTRATION					
APRIL 5, 2018	PAYOUT ON A CLAIM FOR DAMAGE CAUSED BY SNOW PLOW	416	05-Apr-2018	05-Apr-2018	
10-5-1001020-0506	INSURANCE DEDUCTIBLE - ADMINISTRATION				339.00
MCT455 MCTAGUE LAW FIRM					
145220	LEGAL FEES	424	15-Feb-2018	15-Feb-2018	
10-5-1001020-0325	LEGAL FEES				3,762.90
NEO150 NEOPOST LEASING SERVICES CANADA LTD					
6177274	POSTAGE MACHINE LEASE FOR OCTOBER 30, 2017	527	26-Apr-2018	26-Apr-2018	
10-5-1001020-0304	POSTAGE & COURIER				663.25
PUR700 PUROLATOR INC.					
437550907	RETURN COMPRESSOR AIR TESTING RESULTS	384	23-Mar-2018	23-Mar-2018	
10-5-1001020-0304	POSTAGE & COURIER				67.07
437620444	COURIER SERVICES	424	30-Mar-2018	30-Mar-2018	
10-5-1001020-0304	POSTAGE & COURIER				17.44
437744413	COURIER	463	13-Apr-2018	13-Apr-2018	
10-5-1001020-0304	POSTAGE & COURIER				31.22
RTT067 RIVER TOWN TIMES					
00095402	ADVERTISING	463	04-Apr-2018	04-Apr-2018	
10-5-1001020-0307	ADVERTISING				167.81
00095470 A	ADVERTISING	463	04-Apr-2018	04-Apr-2018	
10-5-1001020-0307	ADVERTISING				167.81
10-5-1001020-0307	ADVERTISING				83.90
10-5-1001020-0307	ADVERTISING				209.05
00095520	ADVERTISING	460	28-Mar-2018	28-Mar-2018	
10-5-1001020-0307	ADVERTISING				167.81
10-5-1001020-0307	ADVERTISING				135.60
10-5-1001020-0307	ADVERTISING				192.10
00095562	ADVERTISING	527	18-Apr-2018	18-Apr-2018	
10-5-1001020-0307	ADVERTISING				276.18
10-5-1001020-0307	ADVERTISING				174.52
10-5-1001020-0307	ADVERTISING				87.26
00095633	ADVERTISING	534	25-Apr-2018	25-Apr-2018	
10-5-1001020-0307	ADVERTISING				276.17
10-5-1001020-0307	ADVERTISING				174.52
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
116632	BELLEVUE	384	20-Mar-2018	20-Mar-2018	
40-7-1001020-0005	BELLEVUE PROPERTY				140.24
WIN137 WINDSOR-ESSEX COUNTY HUMANE SOCIETY					
18161203	FELINE NEUTER	489	06-Mar-2018	06-Mar-2018	
10-5-1001020-0353	GRANTS TO ORGANIZATIONS				50.00
18161280	FELINE SPAY	489	06-Mar-2018	06-Mar-2018	
10-5-1001020-0353	GRANTS TO ORGANIZATIONS				50.00
18161440	FELINE SPAY	489	06-Mar-2018	06-Mar-2018	
10-5-1001020-0353	GRANTS TO ORGANIZATIONS				50.00
18180035	FELINE SPAY	489	09-Mar-2018	09-Mar-2018	
10-5-1001020-0353	GRANTS TO ORGANIZATIONS				50.00
WIN365 WINDSOR STAR					
4017810WIN	JOB AD	424	31-Mar-2018	31-Mar-2018	
10-5-1001020-0307	ADVERTISING				659.88
Department Totals :					94,917.95

DEPARTMENT 1001021 TREASURY

CHA069 CHARTERED PROFESSIONAL ACCOUNTANTS OF ONTARIO
 IN-E448482 DIRECTOR CS - CPA DUES

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Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 1001021 TREASURY							
10-5-1001021-0350				MEMBERSHIPS			1,107.40
FIR350	FIRST STOP SERVICES						
3141				SHREDDING SERVICES	460 31-Mar-2018	31-Mar-2018	
10-5-1001021-0301				OFFICE SUPPLIES			28.25
MON183	MONARCH OFFICE SUPPLY LTD						
080316				MARCH 2018 PURCHASES	463 28-Mar-2018	28-Mar-2018	
10-5-1001021-0301				OFFICE SUPPLIES			489.25
MOR26	MORNEAU SHEPELL LTD.						
APRIL 2018	754662,754663, 754664, 754665			APRIL 2018	416 01-Apr-2018	01-Apr-2018	
10-5-1001021-0207				BENEFITS - LIFE & DISABILITY			73.79
PUR663	PURE WATER BRAND						
MARCH 2018	MARCH 2018, INVOICES 000264783, 000266056, 000267864,				460 31-Mar-2018	31-Mar-2018	
10-5-1001021-0301				OFFICE SUPPLIES			23.27
Department Totals :							1,721.96

DEPARTMENT 1001022 CLERKS							
EXP407	407 EXPRESS TOLL ROUTE						
APRIL 21, 2018	RENTAL FOR THE TRANSPONDER				527 21-Apr-2018	21-Apr-2018	
10-5-1001022-0402				VEHICLE & EQUIP MAINTENANCE			4.46
MARCH 21, 20	RENTAL FOR THE TRANSPONDER				386 21-Mar-2018	21-Mar-2018	
10-5-1001022-0402				VEHICLE & EQUIP MAINTENANCE			4.46
LEX123	LEXISNEXIS CANADA INC.						
11130340	ONTARIO MUNICIPAL ACT & COMMENTARY, 2018 EDITION				534 09-Feb-2018	09-Feb-2018	
10-5-1001022-0251				MEMBERSHIPS AND SUB. - CLERKS			111.37
MON183	MONARCH OFFICE SUPPLY LTD						
080316	MARCH 2018 PURCHASES				463 28-Mar-2018	28-Mar-2018	
10-5-1001022-0301				OFFICE SUPPLIES			-7.77
10-5-1001022-0301				OFFICE SUPPLIES			106.73
MOR26	MORNEAU SHEPELL LTD.						
APRIL 2018	754662,754663, 754664, 754665			APRIL 2018	416 01-Apr-2018	01-Apr-2018	
10-5-1001022-0207				BENEFITS - LIFE & DISABIL - CLERKS			16.40
PUR663	PURE WATER BRAND						
MARCH 2018	MARCH 2018, INVOICES 000264783, 000266056, 000267864,				460 31-Mar-2018	31-Mar-2018	
10-5-1001022-0301				OFFICE SUPPLIES			23.27
RTT067	RIVER TOWN TIMES						
00095520	ADVERTISING				460 28-Mar-2018	28-Mar-2018	
10-5-1001022-2002				TRANSFER TO RESERVE			83.90
10-5-1001022-2002				TRANSFER TO RESERVE			83.90
Department Totals :							426.72

DEPARTMENT 1001023 C.A.O.							
AMH268	AMHERSTBURG CHAMBER COMMERCE						
3441	BUSINESS EXCELLENCE AWARDS DINNER TICKETS				462 06-Apr-2018	06-Apr-2018	
10-5-1001023-0342				MEETING EXPENSES - C.A.O.			50.00
FIR350	FIRST STOP SERVICES						
3141	SHREDDING SERVICES				460 31-Mar-2018	31-Mar-2018	
10-5-1001023-0301				OFFICE SUPPLIES			28.26
LEX123	LEXISNEXIS CANADA INC.						
11130340	ONTARIO MUNICIPAL ACT & COMMENTARY, 2018 EDITION				534 09-Feb-2018	09-Feb-2018	
10-5-1001023-0251				MEMBERSHIPS AND SUB			111.37
MON183	MONARCH OFFICE SUPPLY LTD						



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1001023 C.A.O.					
080316	MARCH 2018 PURCHASES	463	28-Mar-2018	28-Mar-2018	
10-5-1001023-0301	OFFICE SUPPLIES				-7.77
10-5-1001023-0301	OFFICE SUPPLIES				106.73
MOR26 MORNEAU SHEPELL LTD.					
APRIL 2018	754662,754663, 754664, 754665 APRIL 2018	416	01-Apr-2018	01-Apr-2018	
10-5-1001023-0207	BENEFITS - LIFE & DISABIL - C.A.O.				24.59
PUR663 PURE WATER BRAND					
MARCH 2018	MARCH 2018, INVOICES 000264783, 000266056, 000267864,	460	31-Mar-2018	31-Mar-2018	
10-5-1001023-0301	OFFICE SUPPLIES				23.27
Department Totals :					336.45

DEPARTMENT 1001024 HUMAN RESOURCES					
GRE330 GREAT LAKES SAFETY PRODUCTS					
000304945	FIRST AID SUPPLIES	424	28-Mar-2018	28-Mar-2018	
10-5-1001024-0250	HEALTH AND SAFETY - HUMAN RESOURCES				205.07
MAI336 MAITRE CONSULTING					
195	CORPORATE TRAINING	424	25-Mar-2018	25-Mar-2018	
10-5-1001024-0249	CORPORATE TRAINING				1,836.25
MON183 MONARCH OFFICE SUPPLY LTD					
080316	MARCH 2018 PURCHASES	463	28-Mar-2018	28-Mar-2018	
10-5-1001024-0301	OFFICE SUPPLIES				24.52
10-5-1001024-0301	OFFICE SUPPLIES				-7.77
10-5-1001024-0301	OFFICE SUPPLIES				106.72
081408 A	CHAIR	463	04-Apr-2018	04-Apr-2018	
10-5-1001024-0250	HEALTH AND SAFETY - HUMAN RESOURCES				642.97
560787 A	RETURN OF CHAIR - CREDIT	463	27-Mar-2018	27-Mar-2018	
10-5-1001024-0250	HEALTH AND SAFETY - HUMAN RESOURCES				-459.91
MOR26 MORNEAU SHEPELL LTD.					
APRIL 2018	754662,754663, 754664, 754665 APRIL 2018	416	01-Apr-2018	01-Apr-2018	
10-5-1001024-0207	BENEFITS - LIFE & DISABIL - HUMAN RESOUR				16.39
SAF305 SAFETYCARE INC.					
63420	HEALTH AND SAFETY VIDEO RENEWAL	424	22-Mar-2018	22-Mar-2018	
10-5-1001024-0250	HEALTH AND SAFETY - HUMAN RESOURCES				711.90
Department Totals :					3,076.14

DEPARTMENT 1001025 INFORMATION TECHNOLOGY					
APP302 APPLIED COMPUTER SOLUTIONS INC					
40418	GORDON HOUSE NETWORK AND EDGE DEVICES REPLACEMENTS	527	18-Feb-2018	18-Feb-2018	
40-7-1001025-0002	COMPUTER HARDWARE				3,610.24
40445	PUBLIC WORKS EDGE EQUIPMENT REPLACEMENT	527	18-Feb-2018	18-Feb-2018	
40-7-1001025-0002	COMPUTER HARDWARE				1,472.05
40503	FIREWALL PATCHING	527	18-Feb-2018	18-Feb-2018	
10-5-1001025-0310	CONSUL COMPUTER MAINTENANCE				70.63
40715	CONSULTING BREAK-FIX AND UPDATING	384	26-Mar-2018	26-Mar-2018	
10-5-1001025-0310	CONSUL COMPUTER MAINTENANCE				1,793.88
CAN380 CANADIAN TIRE STORE #281					
FEBRUARY 20	FEBRUARY 2018 PURCHASES	384	28-Feb-2018	28-Feb-2018	
10-5-1001025-0310	COMPUTER MAINTENANCE				30.49
MARCH 2018	MARCH 2018 PURCHASES	527	31-Mar-2018	31-Mar-2018	
10-5-1001025-0301	OFFICE SUPPLIES				27.11
COG005 COGECO CONNEXION INC					
8061932	INTERNET AND IPVPN ACCESS	384	06-Mar-2018	06-Mar-2018	

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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 1001025 INFORMATION TECHNOLOGY							
10-5-1001025-0332				INTERNET ACCESS			3,167.39
8062839	INTERNET AND IPVPN ACCESS				462 04-Apr-2018	04-Apr-2018	
10-5-1001025-0332				INTERNET ACCESS			3,167.39
COU360 COUNTY OF ESSEX							
IN000013676	WEBSITE MAINTENANCE				527 09-Apr-2018	09-Apr-2018	
10-5-1001025-0311				WEBSITE DEVELOPMENT & SOFTWARE			3,396.11
DIR572 DIRECTDIAL.COM							
IN613885	MONITORS				384 20-Mar-2018	20-Mar-2018	
40-7-1001025-0002				COMPUTER HARDWARE			492.68
IN614263	NETWORK HARDWARE BRACKET/WIRELESS MICE				384 22-Mar-2018	22-Mar-2018	
10-5-1001025-0310				COMPUTER MAINTENANCE			314.99
IN614847	CABLING AND POWER BARS				460 26-Mar-2018	26-Mar-2018	
10-5-1001025-0310				COMPUTER MAINTENANCE			715.29
IN616140	USB DVD DRIVES & ANTIGLARE FILTER				527 05-Apr-2018	05-Apr-2018	
10-5-1001025-0310				COMPUTER MAINTENANCE			144.64
IN616481	UPS FOR GORDON HOUSE NETWORK				527 06-Apr-2018	06-Apr-2018	
10-5-1001025-0310				COMPUTER MAINTENANCE			293.80
IN617039	LAPTOP DOCK REPLACEMENTS				527 11-Apr-2018	11-Apr-2018	
40-7-1001025-0002				COMPUTER HARDWARE			960.50
IN617612	LAPTOP BAGS				527 13-Apr-2018	13-Apr-2018	
10-5-1001025-0310				COMPUTER MAINTENANCE			303.97
ESC060 ESCRIBE SOFTWARE LTD							
1632	ESCRIBE LICENSING				527 03-Apr-2018	03-Apr-2018	
10-5-1001025-0310	SOFTW/			COMPUTER MAINTENANCE			4,873.13
INS153 INSIGHT CANADA INC.							
720758119	ANTIVIRUS RENEWAL				384 27-Feb-2018	27-Feb-2018	
10-5-1001025-0310	SOFTW/			COMPUTER MAINTENANCE			3,275.87
KEL117 KELCOM TELEMESSAGING							
W78745-0318	ANSWERING SERVICE				489 01-Mar-2018	01-Mar-2018	
10-5-1001025-0315				TELEPHONE			50.31
W78745-0418	ANSWERING SERVICE				489 01-Apr-2018	01-Apr-2018	
10-5-1001025-0315				TELEPHONE			50.13
MOR26 MORNEAU SHEPELL LTD.							
APRIL 2018	754662,754663, 754664, 754665	APRIL 2018			416 01-Apr-2018	01-Apr-2018	
10-5-1001025-0207				BENEFITS - LIFE & DISABILITY			32.79
SCH320 SCHOOLEY MITCHELL							
EC0525	TELEPHONE COST SAVINGS				527 20-Apr-2018	20-Apr-2018	
10-5-1001025-0315				TELEPHONE			5,854.37
STA444 STAPLES ADVANTAGE (MIS C/O T04446C)							
47222366	MOUSE PADS				527 16-Apr-2018	16-Apr-2018	
10-5-1001025-0310				COMPUTER MAINTENANCE			16.24
THI235 THINK! WIRELESS SOLUTIONS INC.							
0000010787	GPS AT PUBLIC WORKS				460 01-Mar-2018	01-Mar-2018	
10-5-1001025-0406				GPS			840.63
0000010984	PUBLIC WORKS GPS				527 03-Apr-2018	03-Apr-2018	
10-5-1001025-0406				GPS			976.00
THI740 THINKTEL COMMUNICATIONS - A DIVISION OF DISTRIBUTE							
1162627	NOIP TELEPHONE SERVICE				384 06-Mar-2018	06-Mar-2018	
10-5-1001025-0315				TELEPHONE			651.45
1165068	TELEPHONE ACCESS FOR PHONE SYSTEM				527 05-Apr-2018	05-Apr-2018	
10-5-1001025-0315				TELEPHONE			658.50
TOS075 TOSHIBA LEADING INNOVATION							

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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1001025 INFORMATION TECHNOLOGY					
AR3389699	COPIER MAINTENANCE AND USAGE	384	20-Mar-2018	20-Mar-2018	
10-5-1001025-0308	PHOTOCOPIES				1,337.04
AR3411707	PHOTOCOPIER USAGE AND MAINTENANCE	527	17-Apr-2018	17-Apr-2018	
10-5-1001025-0308	PHOTOCOPIES				1,922.36
Department Totals :					40,499.98

DEPARTMENT 1008030 UNFINANCED DRAINS					
BAI027 BAIRD AE					
12-040-17	ENGINEERING FEES & CONTRACT ADMIN	489	01-Apr-2018	01-Apr-2018	
10-1-1008030-9010	LEO BEAUDOIN DRAIN IMPROVEMENTS				2,413.37
16-023-07	CONTRACT ADMIN & ENGINEERING FEES	489	01-Apr-2018	01-Apr-2018	
10-1-1008030-9029	BROWN DRAIN - BELWOOD ACCESS				1,151.67
17-120-06	ENGINEERING FEES	424	01-Feb-2018	01-Feb-2018	
10-1-1008030-9589	SHUELL CREEK DRAIN				1,813.65
BAR221 BART DIGIOVANNI CONSTRUCTION					
12-040	PAYMENT CERTIFICATE # 1	424	27-Mar-2018	27-Mar-2018	
10-1-1008030-9010	LEO BEAUDOIN DRAIN IMPROVEMENTS				37,995.12
CAN380 CANADIAN TIRE STORE #281					
FEBRUARY 20	FEBRUARY 2018 PURCHASES	384	28-Feb-2018	28-Feb-2018	
10-1-1008030-8965	WILLOW BEACH PUMP				5.71
10-1-1008030-8120	BAILEY'S BEACH DRAIN & PUMP				5.71
10-1-1008030-8125	BAR POINT PUMP (ESSEX BLVD PUMP)				5.71
10-1-1008030-8555	LEO BEAUDOIN PUMP				5.71
10-1-1008030-8675	MICKLE PARK AVE PUMP				5.71
10-1-1008030-8515	LAKWOOD PUMP #2				5.71
10-1-1008030-8510	LAKWOOD PUMP #1				5.71
MAI925 MAISONVILLE MARINE					
MARCH 2018 A	OUTLET REPAIR	384	31-Mar-2018	31-Mar-2018	
10-1-1008030-8450	JETHS DRAIN				5,876.00
MARCH 2018 E	OUTLET REPAIR	384	31-Mar-2018	31-Mar-2018	
10-1-1008030-8450	JETHS DRAIN				2,429.50
NEV950 NEVAN CONSTRUCTION INC					
REI2012D017	PAYMENT CERTIFICATE # 1	424	29-Mar-2018	29-Mar-2018	
10-1-1008030-9015	8TH CONC RD DRAIN S;QUESNEL IMPROVEMENTS				230,496.18
PUR700 PUROLATOR INC.					
437550906	GLOBAL COURIER	384	23-Mar-2018	23-Mar-2018	
10-1-1008030-9800	ENGINEER'S APPORTIONMENTS - DRAINS				5.82
437550908	COURIER	424	23-Mar-2018	23-Mar-2018	
10-1-1008030-9015	8TH CONC RD DRAIN S;QUESNEL IMPROVEMENTS				8.86
REG742 REG CLARK TRUCKING LTD					
1718-322	PAYMENT CERTIFICATE # 1	424	27-Mar-2018	27-Mar-2018	
10-1-1008030-9029	BROWN DRAIN - BELWOOD ACCESS				19,706.55
1718-340	CAPITAL DRAIN IMPROVEMENT NEW BRIDGE	460	14-Mar-2018	14-Mar-2018	
10-1-1008030-9029	BROWN DRAIN - BELWOOD ACCESS				919.58
Department Totals :					302,856.27

DEPARTMENT 2010000 FIRE DEPARTMENT					
BRO291 BROOKER MARY ANNE					
APRIL 9, 2018	CLOTHING ALTERATIONS	463	09-Apr-2018	09-Apr-2018	
10-5-2010000-0252	UNIFORMS				25.00
CAN380 CANADIAN TIRE STORE #281					
FEBRUARY 20	FEBRUARY 2018 PURCHASES	384	28-Feb-2018	28-Feb-2018	



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G.L. Account	CC1	CC2	CC3					
DEPARTMENT 2010000					FIRE DEPARTMENT			
10-5-2010000-0318					JANITORIAL			65.97
10-5-2010000-0318					JANITORIAL			28.23
10-5-2010000-0251					FIRE PREVENTION & TRAININ			101.67
MARCH 2018	MARCH 2018 PURCHASES					527 31-Mar-2018	31-Mar-2018	
10-5-2010000-0318					JANITORIAL			45.19
CFI263	CF INDUSTRIAL							
00004825	GENERATOR SERVICE CALL					463 15-Mar-2018	15-Mar-2018	
10-5-2010000-0402					VEHICLE & EQUIPMENT MTCE.			901.79
COU360	COUNTY OF ESSEX							
IN000013630	DEFIB DOWNLOAD DEVICE					384 29-Mar-2018	29-Mar-2018	
10-5-2010000-0420					EQUIPMENT			72.66
COX01	COXON'S TOWING SERVICE (2000) LTD							
43995	TOWING SERVICE FOR FIRE SIMULATOR					460 29-Mar-2018	29-Mar-2018	
10-5-2010000-0254					FIRE FIGHTER TRAINING			282.50
GUA929	GUARDIAN FIRE PROTECTION							
458	FIRE EXTINGUISHER MAINTENANCE					463 02-Apr-2018	02-Apr-2018	
10-5-2010000-0402					VEHICLE & EQUIPMENT MTCE.			84.75
HOL459	HOLLAND CLEANING SOLUTIONS LTD							
445123	FLOOR PADS FOR POLISHER AT STATION 2					460 22-Mar-2018	22-Mar-2018	
10-5-2010000-0318					JANITORIAL			59.77
KEL198	KELCOM RADIO DIVISION							
102015991-1	INSTALL BASE RADIO AT STATION 2 EOC					460 30-Mar-2018	30-Mar-2018	
10-5-2010000-0800					EMERGENCY OPERATIONS CENTRE EXPENSES			1,429.45
80008963	PAGING AND RADIO SYSTEM					527 17-Apr-2018	17-Apr-2018	
10-5-2010000-0319					COMMUNICATION EQUIP MAINTENANCE			4,552.77
LEV287	LEVITT-SAFETY LIMITED							
1510356-00	GLASS CUTTER FOR STATION 2					527 06-Apr-2018	06-Apr-2018	
10-5-2010000-0420					EQUIPMENT			452.00
4756246-00	TO CREDIT INVOICE # 4743340-00 INCORRECT PRICE CHARGED					527 26-Apr-2018	26-Apr-2018	
10-5-2010000-0420					EQUIPMENT			-550.46
MCC001	MCCORT LINDA							
22	FIREFIGHTER PLAQUES					463 05-Apr-2018	05-Apr-2018	
10-5-2010000-0340					RECEPTIONS & AWARDS			176.00
MLS149	M&L SUPPLY FIRE & SAFETY - 3635112							
0000149747	HELMET KITS					384 27-Mar-2018	27-Mar-2018	
10-5-2010000-0402					VEHICLE & EQUIPMENT MTCE.			273.13
MON183	MONARCH OFFICE SUPPLY LTD							
080316	MARCH 2018 PURCHASES					463 28-Mar-2018	28-Mar-2018	
10-5-2010000-0301					OFFICE SUPPLIES			252.00
MOR26	MORNEAU SHEPELL LTD.							
APRIL 2018	754662,754663, 754664, 754665 APRIL 2018					416 01-Apr-2018	01-Apr-2018	
10-5-2010000-0207					BENEFITS - LIFE & DISABIL			508.24
NUC206	NUCLEAR SERVICES CANADA							
1321	LUDLUM CALIBRATION					384 04-Mar-2018	04-Mar-2018	
10-5-2010000-0800					EMERGENCY OPERATIONS CENTRE EXPENSES			734.50
PAR372	PARRLINE ELECTRICAL WHOLESAL							
74701	EMERGENCY LIGHTING FOR STATION 1					460 23-Mar-2018	23-Mar-2018	
10-5-2010000-0318					JANITORIAL			471.54
PUR700	PUROLATOR INC.							
437683510	SHIPPING CHARGES					527 06-Apr-2018	06-Apr-2018	
10-5-2010000-0301					OFFICE SUPPLIES			51.84
437826078	PUROLATOR					527 20-Apr-2018	20-Apr-2018	



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2010000 FIRE DEPARTMENT					
10-5-2010000-0318	JANITORIAL				19.57
RAC462 RACICOT CHRYSLER					
CCCS246251	VECHILE REPAIR FOR CHIEF # 3	384	22-Mar-2018	22-Mar-2018	
10-5-2010000-0402	VEHICLE & EQUIPMENT MTCE.				112.44
CCCS246529	VECHILE MAINTENANCE AND REPAIR; RAM P/U 4X4 ISSUE	527	05-Apr-2018	05-Apr-2018	
10-5-2010000-0402	VEHICLE & EQUIPMENT MTCE.				457.59
RCA067 RCAP LEASING INC.					
1578817	SIRENS	527	06-Apr-2018	06-Apr-2018	
10-5-2010000-0800	EMERGENCY OPERATIONS CENTRE EXPENSES				1,664.53
RPC921 RPC SCIENCE & ENGINEERING					
225011	AIR QUALITY TESTING STATION 2 COMPRESSOR	384	29-Mar-2018	29-Mar-2018	
10-5-2010000-0402	VEHICLE & EQUIPMENT MTCE.				316.25
226088	AIR COMPRESSOR QUALITY CHECK	527	17-Apr-2018	17-Apr-2018	
10-5-2010000-0402	VEHICLE & EQUIPMENT MTCE.				316.25
SAN107 SANIGEAR					
12291	BUNKER GEAR CLEANING AND REPAIR	416	02-Apr-2018	02-Apr-2018	
10-5-2010000-0402	VEHICLE & EQUIPMENT MTCE.				367.02
SOB083 SOBEYS AMHERSTBURG					
MARCH 2018	MARCH 2018 PURCHASES	527	31-Mar-2018	31-Mar-2018	
10-5-2010000-0318	JANITORIAL				61.10
UNI351 UNIFORM UNIFORMS					
47830	UNIFORM PURCHASES	527	10-Apr-2018	10-Apr-2018	
10-5-2010000-0252	UNIFORMS				1,003.44
VAL104 VALLEN CANADA INC					
28015596-00	REGULATOR VALVES FOR COMPRESSOR	527	17-Apr-2018	17-Apr-2018	
10-5-2010000-0402	VEHICLE & EQUIPMENT MTCE.				465.96
WIN101 WINDSOR SPRING & ALIGNMENT					
1483	ENGINE 2 ANNUAL INSPECTION AND MAINTENANCE	527	05-Apr-2018	05-Apr-2018	
10-5-2010000-0402	VEHICLE & EQUIPMENT MTCE.				4,357.91
Department Totals :					19,160.60

DEPARTMENT 2012018 CAPITAL					
ACC194 ACCESS RESCUE CANADA INC.					
18-022	ICE RESCUE	460	06-Mar-2018	06-Mar-2018	
40-7-2012018-0003	WATER RESCUE EQUIPMENT				6,554.00
DAR402 DARCH FIRE					
66459	ICE RESCUE EQUIPMENT	527	24-Apr-2018	24-Apr-2018	
40-7-2012018-0003	WATER RESCUE EQUIPMENT				913.97
LEV287 LEVITT-SAFETY LIMITED					
4778048-00	WATER RESCUE EQUIPMENT	527	20-Apr-2018	20-Apr-2018	
40-7-2012018-0003	WATER RESCUE EQUIPMENT				1,790.39
Department Totals :					9,258.36

DEPARTMENT 2020000 POLICE DEPARTMENT					
ACS060 ACS - ALCOHOL COUNTERMEASURE SYSTEMS					
1074686	ALCOHOL SOLUTION	463	09-Apr-2018	09-Apr-2018	
10-5-2020000-0252	UNIFORMS				163.51
ACT456 ACTION SIGNS & DESIGNS INC.					
10819	REMOVAL OF VINYL FROM FORD F150	424	27-Mar-2018	27-Mar-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT				361.60
ADT615 ADT SECURITY SERVICES CANADA INC.					



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2020000 POLICE DEPARTMENT					
4396876	ALARM MONITORING	527	02-Apr-2018	02-Apr-2018	
10-5-2020000-0317	BUILDING MAINTENANCE				161.67
4666688	ALARM	463	21-Mar-2018	21-Mar-2018	
10-5-2020000-0317	BUILDING MAINTENANCE				187.58
AGR835 AGRIS CO-OPERATIVE LTD					
600047902	GASOLINE	384	20-Mar-2018	20-Mar-2018	
10-5-2020000-0401	GASOLINE				1,841.20
600048049	GASOLINE	384	28-Mar-2018	28-Mar-2018	
10-5-2020000-0401	GASOLINE				2,024.73
600048181	GASOLINE	462	04-Apr-2018	04-Apr-2018	
10-5-2020000-0401	GASOLINE				1,765.96
600048336	GASOLINE	463	11-Apr-2018	11-Apr-2018	
10-5-2020000-0401	GASOLINE				1,683.32
600048483	GASOLINE	527	17-Apr-2018	17-Apr-2018	
10-5-2020000-0401	GASOLINE				1,240.94
AMH41 AMHERSTBURG POLICE PETTY CASH					
APRIL 9, 2018	PETTY CASH EXPENDITURES	462	09-Apr-2018	09-Apr-2018	
10-5-2020000-0304	POSTAGE				2.03
10-5-2020000-0304	POSTAGE				1.36
10-5-2020000-0304	POSTAGE				2.03
10-5-2020000-0301	OFFICE SUPPLIES				11.30
10-5-2020000-0370	COMMUNITY SERVICES				40.00
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				7.00
10-5-2020000-0370	COMMUNITY SERVICES				60.00
10-5-2020000-0360	MISCELLANEOUS EXPENSES				32.01
10-5-2020000-0360	MISCELLANEOUS EXPENSES				7.50
10-5-2020000-0360	MISCELLANEOUS EXPENSES				5.65
10-5-2020000-0360	MISCELLANEOUS EXPENSES				8.54
10-5-2020000-0360	MISCELLANEOUS EXPENSES				4.50
10-5-2020000-0252	UNIFORMS				22.60
10-5-2020000-0252	UNIFORMS				33.90
BET358 BETTER LOCKSMITHS INC					
20202A	REKEY STORES	462	06-Apr-2018	06-Apr-2018	
10-5-2020000-0317	BUILDING MAINTENANCE				94.92
BOU025 BOULAY GRANT					
MARCH 26, 20	FOOT PRINT ANALYSIS COURSE - POLICE TRAINING	384	26-Mar-2018	26-Mar-2018	
10-5-2020000-0254	POLICE TRAINING				650.00
CAN300 CANADIAN ASSOC. OF CHIEFS OF POLICE					
20182019AC-2	CHIEF CACP MEMBERSHIP DUES	463	01-Apr-2018	01-Apr-2018	
10-5-2020000-0350	PROFESSIONAL MEMBERSHIPS				423.75
20182019AC-2	CACP MEMBERSHIP RENEWAL DEPUTY	462	04-Jan-2018	04-Jan-2018	
10-5-2020000-0350	PROFESSIONAL MEMBERSHIPS				423.75
CAN380 CANADIAN TIRE STORE #281					
FEBRUARY 20	FEBRUARY 2018 PURCHASES	384	28-Feb-2018	28-Feb-2018	
10-5-2020000-0360	MISCELLANEOUS EXPENSES				25.98
MARCH 2018	MARCH 2018 PURCHASES	527	31-Mar-2018	31-Mar-2018	
10-5-2020000-0360	MISCELLANEOUS EXPENSES				57.56
CAN502 CANADIAN ITALIAN BUSINESS & PROFESSIONAL					
APRIL 23, 201€		501	23-Apr-2018	23-Apr-2018	
10-5-2020000-0360	MISCELLANEOUS EXPENSES				100.00
CAR645 CARRIER CENTERS					
04P436639	OIL FILTERS FOR CRUISERS	462	04-Apr-2018	04-Apr-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				47.19
CIT350 CITY OF WINDSOR					

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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 2020000 POLICE DEPARTMENT					
0000172020	CRISIS INTERVENTION TRAINING	527	19-Apr-2018	19-Apr-2018	
10-5-2020000-0254	POLICE TRAINING				300.02
COM372 COMMUNITY LIVING ESSEX COUNTY					
132471	TICKET FOR RETIREMENT PARTY - CHIEF	463	31-Mar-2018	31-Mar-2018	
10-5-2020000-0370	COMMUNITY SERVICES				30.00
COU132 COUNTY TOWING INC.					
62160	AM 18000945	384	20-Feb-2018	20-Feb-2018	
10-5-2020000-0334	INVESTIGATION EXPENSE				141.25
62652	TOWING # 302 TO JOE MELOCHE	463	10-Apr-2018	10-Apr-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				96.05
CPK281 CPKN NETWORK INC.					
23325	TRAINING	489	13-Apr-2018	13-Apr-2018	
10-5-2020000-0254	POLICE TRAINING				56.50
DIR572 DIRECTDIAL.COM					
IN610901	PHOTOCOPIER MAINTENANCE AND USAGE	384	27-Feb-2018	27-Feb-2018	
10-5-2020000-0308	PHOTOCOPIER SUPPLIES				84.92
IN615071	PRINTER USAGE AND MAINTENANCE	460	27-Mar-2018	27-Mar-2018	
10-5-2020000-0308	PHOTOCOPIER SUPPLIES				124.91
IN616140	USB DVD DRIVES & ANTIGLARE FILTER	527	05-Apr-2018	05-Apr-2018	
10-5-2020000-0310	COMPUTER MAINTENANCE				164.98
EMC530 EMCO CORPORATION					
37559863-00	JANITORIAL SUPPLIES	384	08-Mar-2018	08-Mar-2018	
10-5-2020000-0318	JANITORIAL				233.24
ENT120 ENTERPRISE CANADA INC					
4833	PROFESSIONAL FEES (DEC 31, 2017)	460	30-Mar-2018	30-Mar-2018	
10-5-2020000-0350	PROFESSIONAL MEMBERSHIPS				932.25
G4S405 G4S SECURE SOLUTIONS (CANADA) LTD					
8792836	AM18001673 GUARD DUTY	384	31-Mar-2018	31-Mar-2018	
10-5-2020000-0371	PRISONER EXPENSES				113.00
8803921	PRISONER GUARD	463	14-Apr-2018	14-Apr-2018	
10-5-2020000-0371	PRISONER EXPENSES				113.00
HEC021 CONVERGINT TECHNOLOGIES LTD					
70363	WIRELESS SUPPORT (NOV. 17, 2017)	384	30-Mar-2018	30-Mar-2018	
10-5-2020000-0310	COMPUTER MAINTENANCE				13,880.80
70896	WIRELESS SUPPORT (DEC 09, 2017)	384	30-Mar-2018	30-Mar-2018	
10-5-2020000-0310	COMPUTER MAINTENANCE				991.48
71188	WIRELESS SUPPORT (DEC. 31, 2017)	384	30-Mar-2018	30-Mar-2018	
10-5-2020000-0310	COMPUTER MAINTENANCE				4,957.42
HER247 HERITAGE TIRE SALES INC.					
102900	MOUNT AND BALANCE & REPROGRAM SENSORS	463	01-Apr-2018	01-Apr-2018	
10-5-2020000-0405	VEHICLE MTCE. - TIRES				152.55
102927	MOUNT AND BALANCE, & REPROGRAM SENSORS	463	01-Apr-2018	01-Apr-2018	
10-5-2020000-0405	VEHICLE MTCE. - TIRES				152.55
114180	TIRE REPAIR # 305	384	27-Mar-2018	27-Mar-2018	
10-5-2020000-0405	VEHICLE MTCE. - TIRES				45.20
JOE055 JOE MELOCHE FORD SALES LTD					
IJ01604	CAR WASH OCTOBER 2017	460	31-Mar-2018	31-Mar-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				21.00
IJ01714	CAR WASH NOVEMBER 2017	460	31-Mar-2018	31-Mar-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				14.00
IJ02158	CAR WASH	460	29-Mar-2018	29-Mar-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				21.00

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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 2020000				POLICE DEPARTMENT			
RJ07648	COMMUNITY SERVICES VECHILE				460 31-Mar-2018	31-Mar-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			55.10
RJ07848	#305 DETAILING				460 31-Mar-2018	31-Mar-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			124.30
RJ08820	#304 REPAIRS (DEC 04, 2017)				460 30-Mar-2018	30-Mar-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			371.17
RJ09304	# 304 REPAIRS				460 04-Jan-2018	04-Jan-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			697.67
RJ09634	301 TRANSMISSION SERVICE				460 25-Jan-2018	25-Jan-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			127.52
RJ09773	#302 REPAIRS				460 02-Feb-2018	02-Feb-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			430.73
RJ10817	#302 BATTERY				463 10-Apr-2018	10-Apr-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			253.96
KEL198	KELCOM RADIO DIVISION						
80008965	RADIO MAINTENANCE				489 17-Apr-2018	17-Apr-2018	
10-5-2020000-0319				RADIO MAINTENANCE			571.78
80008966	RADIO MAINTENANCE				489 17-Apr-2018	17-Apr-2018	
10-5-2020000-0319				RADIO MAINTENANCE			197.75
KEL363	KEL COMMUNICATIONS LTD						
RC00004090	RADIO MAINTENANCE				424 01-Mar-2018	01-Mar-2018	
10-5-2020000-0319				RADIO MAINTENANCE			435.10
RC00004117	RADIO MAINTENANCE				416 01-Apr-2018	01-Apr-2018	
10-5-2020000-0319				RADIO MAINTENANCE			435.10
LUC289	LUCAS WORKS! (WINDSOR) INC.						
115002	BOARD SECRETARY				416 04-Apr-2018	04-Apr-2018	
10-5-2020000-0327				PROFESSIONAL FEES			697.88
LUM131	LUMED MANAGEMENT						
3685	CAR WASH				460 31-Mar-2018	31-Mar-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			260.01
MAL256	MALDEN AUTOMOTIVE						
5294-165886	COOLANT FOR #304				384 26-Mar-2018	26-Mar-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			41.13
MAS108	MASTER CLEANERS						
7661	DRY CLEANING				463 31-Mar-2018	31-Mar-2018	
10-5-2020000-0253				CLEANING			74.23
MCT455	MCTAGUE LAW FIRM						
145914	LEGAL FEES				527 13-Apr-2018	13-Apr-2018	
10-5-2020000-0325				LEGAL FEES			42.38
MDC153	M.D.CHARLTON CO. LTD						
81413	PANTS				384 29-Mar-2018	29-Mar-2018	
10-5-2020000-0252				UNIFORMS			174.57
MET052	METRO KING PEST CONTROL INC.						
2136	MONTHLY SERVICE AT VARIOUS LOCATIONS				534 28-Feb-2018	28-Feb-2018	
10-5-2020000-0317				BUILDING MAINTENANCE			33.90
MIK315	MIKE'S COMPUTER SHOP						
WIN-184725	EXTERNAL STORAGE DEVICES				384 02-Mar-2018	02-Mar-2018	
10-5-2020000-0310				COMPUTER MAINTENANCE			418.52
MIN25	MINISTER OF FINANCE PAYMENT PROCESSING CENTRE						
14190418006	OPTIC 1ST QUARTER				527 18-Apr-2018	18-Apr-2018	
10-5-2020000-0329				OPTIC MAINTENANCE			7,380.29
MOR26	MORNEAU SHEPELL LTD.						

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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 2020000				POLICE DEPARTMENT			
APRIL 2018 754662,754663, 754664, 754665				APRIL 2018	416 01-Apr-2018	01-Apr-2018	
10-5-2020000-0207				BENEFITS - LIFE & DISABIL			270.51
MSJ355 MSJ AUTOMOTIVE SERVICE LTD							
101849 REPAIRS 301					527 23-Apr-2018	23-Apr-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			104.46
OFF321 OFFICE SOLUTIONS INC							
52694 KEYBOARD -					463 31-Mar-2018	31-Mar-2018	
10-5-2020000-0301				OFFICE SUPPLIES			241.82
PUR700 PUROLATOR INC.							
437587565 RETURN TO MD CHARLTON - COURIER					463 30-Mar-2018	30-Mar-2018	
10-5-2020000-0306				COURIER & EXPRESS			4.43
437657865 PACKAGE TO JOHSTONE AND CROWLING					527 06-Apr-2018	06-Apr-2018	
10-5-2020000-0306				COURIER & EXPRESS			4.43
43767865 PACKAGED COURIER TO JOHNSTONE & COWLING					463 06-Apr-2018	06-Apr-2018	
10-5-2020000-0306				COURIER & EXPRESS			4.43
437715917 HEALTH CANADA - COURIER					463 13-Apr-2018	13-Apr-2018	
10-5-2020000-0306				COURIER & EXPRESS			44.15
RAC462 RACICOT CHRYSLER							
55509 FRONTINNER CV BOOT FOR # 306					386 22-Mar-2018	22-Mar-2018	
10-5-2020000-0402				VEHICLE & EQUIPMENT MTCE.			94.92
REC06 RECEIVER GENERAL-INDUSTRY CANADA							
20180059333 RADIO					463 04-Apr-2018	04-Apr-2018	
10-5-2020000-0319				RADIO MAINTENANCE			134.40
20180059334 RADIO					463 04-Apr-2018	04-Apr-2018	
10-5-2020000-0319				RADIO MAINTENANCE			134.40
20180059771 RENEWAL OF RADIO LICENCE					463 09-Apr-2018	09-Apr-2018	
10-5-2020000-0319				RADIO MAINTENANCE			136.00
ROY120 ROYAL CANADIAN MOUNTED PO							
1800000181 CIVILLIAN FINGERPRINTS					527 09-Apr-2018	09-Apr-2018	
10-5-2020000-0360				MISCELLANEOUS EXPENSES			100.00
STA444 STAPLES ADVANTAGE (MIS C/O T04446C)							
46970912 PAPER- WIPES REFILLS					384 15-Mar-2018	15-Mar-2018	
10-5-2020000-0301				OFFICE SUPPLIES			237.48
47064767 LABELS & STAMPS					384 27-Mar-2018	27-Mar-2018	
10-5-2020000-0301				OFFICE SUPPLIES			252.98
47141912 OFFICE SUPPLIES					462 05-Apr-2018	05-Apr-2018	
10-5-2020000-0301				OFFICE SUPPLIES			33.84
TOS075 TOSHIBA LEADING INNOVATION							
AR3389697 PHOTOCOPIER MAINTENANCE AND USAGE					384 20-Mar-2018	20-Mar-2018	
10-5-2020000-0308				PHOTOCOPIER SUPPLIES			113.79
AR3411705 PHOTOCOPIER USAGE AND MAINTENANCE					527 17-Apr-2018	17-Apr-2018	
10-5-2020000-0308				PHOTOCOPIER SUPPLIES			130.18
TUR070 TURRIS SITES DEVELOPMENT CORP.							
440502 RADIO MAINTENANCE					416 01-Apr-2018	01-Apr-2018	
10-5-2020000-0319				RADIO MAINTENANCE			596.71
WES08 WESTERN SECONDARY SCHOOL							
MARCH 26, 20 COMMUNITY SERVICES					384 26-Mar-2018	26-Mar-2018	
10-5-2020000-0370				COMMUNITY SERVICES			51.75
WOR415 WORK AUTHORITY							
447565 WORK BOOTS					416 01-Apr-2018	01-Apr-2018	
10-5-2020000-0252				UNIFORMS			170.00

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G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 2020000	POLICE DEPARTMENT				
				Department Totals :	49,801.97

DEPARTMENT 2043010	BUILDING DEPARTMENT				
ATT075	ATTWOOD DAVE				
2018-03	PROFESSIONAL SERVICES		384 31-Mar-2018	31-Mar-2018	
10-5-2043010-0327	PROFESSIONAL FEES				6,716.72
CAN380	CANADIAN TIRE STORE #281				
FEBRUARY 20	FEBRUARY 2018 PURCHASES		384 28-Feb-2018	28-Feb-2018	
10-5-2043010-0301	OFFICE SUPPLIES				5.64
FIR350	FIRST STOP SERVICES				
3141	SHREDDING SERVICES		460 31-Mar-2018	31-Mar-2018	
10-5-2043010-0301	OFFICE SUPPLIES				14.12
MAL256	MALDEN AUTOMOTIVE				
5294-166518	ENGINE OIL FOR #BP-01		462 06-Apr-2018	06-Apr-2018	
10-5-2043010-0402	VEHICLE & EQUIPMENT MTCE.				13.85
5294-166520	ENGINE OIL FOR # BP-01		462 06-Apr-2018	06-Apr-2018	
10-5-2043010-0402	VEHICLE & EQUIPMENT MTCE.				25.64
MOR26	MORNEAU SHEPELL LTD.				
APRIL 2018	754662,754663, 754664, 754665 APRIL 2018		416 01-Apr-2018	01-Apr-2018	
10-5-2043010-0207	BENEFITS - LIFE & DISABIL				16.39
				Department Totals :	6,792.36

DEPARTMENT 2043015	LICENSING AND ENFORCEMENT				
KEL198	KELCOM RADIO DIVISION				
80008967	EQUIPMENT		501 17-Apr-2018	17-Apr-2018	
10-5-2043015-0420	SMALL EQUIPMENT				200.01
LEX123	LEXISNEXIS CANADA INC.				
11130340	ONTARIO MUNICIPAL ACT & COMMENTARY, 2018 EDITION		534 09-Feb-2018	09-Feb-2018	
10-5-2043015-0301	OFFICE SUPPLIES				111.36
MOR26	MORNEAU SHEPELL LTD.				
APRIL 2018	754662,754663, 754664, 754665 APRIL 2018		416 01-Apr-2018	01-Apr-2018	
10-5-2043015-0207	BENEFITS - LIFE & DISABILITY				24.59
MOU001	MOUSSEAU DELUCA McPHERSON PRINCE				
57119	ENCROACHMENT - FEES		534 27-Mar-2018	27-Mar-2018	
10-4-2043015-0591	FEES WAIVED				512.28
TOT060	TOTALLYONE CORPORATE OFFICE				
10900	PHONE		534 26-Apr-2018	26-Apr-2018	
10-5-2043015-0345	BY-LAW ENF. - CELL PHONE EXPENSE				470.55
				Department Totals :	1,318.79

DEPARTMENT 3010000	PUBLIC WORKS				
ACC334	ACCURATE CREATIONS SPORTS & PROMO GEAR				
1027	EMBROIDERY		384 25-Mar-2018	25-Mar-2018	
10-5-3010000-0161	CLOTHING				448.61
ACT456	ACTION SIGNS & DESIGNS INC.				
10853	REPLACEMENT DECALS FOR PWD EQUIPMENT		489 12-Apr-2018	12-Apr-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				141.25
AMH268	AMHERSTBURG CHAMBER COMMERCE				
3441	BUSINESS EXCELLENCE AWARDS DINNER TICKETS		462 06-Apr-2018	06-Apr-2018	
10-5-3010000-0351	CONVENTIONS & SEMINARS				50.00
ARA105	ARAMARK REFRESHMENT				



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000	PUBLIC WORKS				
2574485	COFFEE SUPPLIES	489	09-Apr-2018	09-Apr-2018	
10-5-3010000-0301	OFFICE SUPPLIES				132.12
CAN160 CANADIAN BEARINGS LTD					
20147348-00	BEARINGS FOR # HB-1	463	04-Apr-2018	04-Apr-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				58.22
CAN380 CANADIAN TIRE STORE #281					
FEBRUARY 20	FEBRUARY 2018 PURCHASES	384	28-Feb-2018	28-Feb-2018	
10-5-3010000-0301	OFFICE SUPPLIES				265.81
MARCH 2018	MARCH 2018 PURCHASES	527	31-Mar-2018	31-Mar-2018	
10-5-3010000-0420	EQUIPMENT				79.05
10-5-3010000-0420	EQUIPMENT				65.49
CAR645 CARRIER CENTERS					
04P436968	FILTERS FOR SHOP SUPPLY	489	12-Apr-2018	12-Apr-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				41.89
DIR572 DIRECTDIAL.COM					
IN615846	HP COLOR LASERJET PRO M477FNW LASER MULTIFUNNCTION PRINTER	534	03-Apr-2018	03-Apr-2018	
10-5-3010000-0301	OFFICE SUPPLIES				250.01
ELE290 ELECTROZAD SUPPLY CO LTD					
S3274836.001	FUEL TRACKING SYSTEM	489	23-Mar-2018	23-Mar-2018	
10-5-3010000-0401	GASOLINE				1,130.00
ESH118 E.S. HUBBELL HIGHWAY AND DRAINAGE PRODUCTS					
18733	STRAIGHT BLADES FOR # 220	424	23-Mar-2018	23-Mar-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				465.56
ESS959 ESSEX LINEN SUPPLY LTD					
433575	MATS & RAGS	386	22-Mar-2018	22-Mar-2018	
10-5-3010000-0301	OFFICE SUPPLIES				68.70
FIR350 FIRST STOP SERVICES					
3141	SHREDDING SERVICES	460	31-Mar-2018	31-Mar-2018	
10-5-3010000-0301	OFFICE SUPPLIES				28.25
GAT290 GATA INDUSTRIAL SERVICES INC.					
0327-11698	SAFETY INSPECTIONS ON CHAINS, SLINGS, SHOP EQUIPMENT	424	27-Mar-2018	27-Mar-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				2,527.81
HOL459 HOLLAND CLEANING SOLUTIONS LTD					
446734	VACUUM	489	11-Apr-2018	11-Apr-2018	
10-5-3010000-0317	BUILDING MAINTENANCE				536.75
KUC134 KUCERA CONSTRUCTION EQUIPMENT					
CW0080	REPLACED THE DAMAGED BUMPER ON #308	463	10-Apr-2018	10-Apr-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				326.55
LAN228 LANDMARK ENGINEERS					
17-008-B1	ENGINEERING SERVICES - QUEEN CHARLOTTE STORM SEWER	386	18-Mar-2018	18-Mar-2018	
10-5-3010000-0328	ENGINEERING FEES				2,138.67
MAL256 MALDEN AUTOMOTIVE					
5294-166039	ENGINE OIL FOR # SM-01	424	28-Mar-2018	28-Mar-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				96.11
5294-166714	THREAD OILER FOR HYDRAULIC CYLINDER BOLT # 108	489	10-Apr-2018	10-Apr-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				44.74
5294-166922	NITRILE GLOVES FOR SHOP SUPPLY	489	13-Apr-2018	13-Apr-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				13.55
MON183 MONARCH OFFICE SUPPLY LTD					
080316	MARCH 2018 PURCHASES	463	28-Mar-2018	28-Mar-2018	
10-5-3010000-0301	OFFICE SUPPLIES				171.98
MOR26 MORNEAU SHEPELL LTD.					



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3010000	PUBLIC WORKS				
APRIL 2018 754662,754663, 754664, 754665	APRIL 2018	416	01-Apr-2018	01-Apr-2018	
10-5-3010000-0207	BENEFITS - LIFE & DISABIL				106.57
NJP045 N.J. PERALTA ENGINEERING LTD					
18-017 ENGINEERING ANALYSIS		384	19-Mar-2018	19-Mar-2018	
10-5-3010000-0328	ENGINEERING FEES				4,004.72
PAR372 PARRLINE ELECTRICAL WHOLESALE					
74628 MATERIAL FOR FUEL PUMPS		384	15-Mar-2018	15-Mar-2018	
10-5-3010000-0401	GASOLINE				151.62
PUR700 PUROLATOR INC.					
437425921 SHIPPING FOR NEW BLOWER MOTOR # HB-1		386	09-Mar-2018	09-Mar-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				5.15
437488323 SHIPPING CHARGES FOR INJECTORS #SS-1		386	16-Mar-2018	16-Mar-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				10.85
437550908 COURIER		424	23-Mar-2018	23-Mar-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				4.90
10-5-3010000-0328	ENGINEERING FEES				4.43
RTT067 RIVER TOWN TIMES					
00095562 ADVERTISING		527	18-Apr-2018	18-Apr-2018	
10-5-3010000-0738	NUISANCE MOSQUITO PROGRAM				71.10
SPA256 SPARTAN SLING MANUFACTURING INC.					
1803350 REPLACEMENT SLINGS AS PER YEARLY INSPECTIONS		460	28-Mar-2018	28-Mar-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				319.74
1803354 CONNECTING LINKS FOR SHOP SLINGS		460	29-Mar-2018	29-Mar-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				32.54
STE366 STERLING FUELS					
0062188 FUEL FOR VECHILES		386	14-Mar-2018	14-Mar-2018	
10-5-3010000-0401	GASOLINE				3,301.86
0062194 FUEL FOR EQUIPMENT		386	14-Mar-2018	14-Mar-2018	
10-5-3010000-0401	GASOLINE				595.69
0062195 FUEL FOR TRUCKS		386	14-Mar-2018	14-Mar-2018	
10-5-3010000-0401	GASOLINE				866.37
0062197 FUEL FOR TRUCKS		386	14-Mar-2018	14-Mar-2018	
10-5-3010000-0401	GASOLINE				1,091.07
0062198 FUEL FOR EQUIPMENT		386	14-Mar-2018	14-Mar-2018	
10-5-3010000-0401	GASOLINE				448.93
0062647 FUEL FOR VEHICLES		489	28-Mar-2018	28-Mar-2018	
10-5-3010000-0401	GASOLINE				2,796.64
0062653 FUEL FOR TRUCKS		489	28-Mar-2018	28-Mar-2018	
10-5-3010000-0401	GASOLINE				483.47
0062656 FUEL FOR EQUIPMENT		489	28-Mar-2018	28-Mar-2018	
10-5-3010000-0401	GASOLINE				662.09
0062658 FUEL FOR TRUCKS		489	28-Mar-2018	28-Mar-2018	
10-5-3010000-0401	GASOLINE				1,228.11
0062659 FUEL FOR EQUIPMENT		489	28-Mar-2018	28-Mar-2018	
10-5-3010000-0401	GASOLINE				574.64
TRA689 TRACTION WINDSOR					
396282182 HYDRAULIC FITTINGS FOR #308		463	06-Apr-2018	06-Apr-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				8.43
396282447 HYDRAULIC COUPLERS FOR SHOP SUPPLY		489	10-Apr-2018	10-Apr-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				109.97
396282498 HYDRAULIC FITTING FOR # 108		489	11-Apr-2018	11-Apr-2018	
10-5-3010000-0402	VEHICLE & EQUIPMENT MTCE.				64.21
TRI249 TRI GRAPHICS					

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Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 3010000				PUBLIC WORKS			
5226	BUS CARDS				489 06-Apr-2018	06-Apr-2018	
10-5-3010000-0301				OFFICE SUPPLIES			264.42
WIG035	WIGLE HOME HARDWARE BUILDING CENTRE						
116874	SCOOP SHOVELS				489 28-Mar-2018	28-Mar-2018	
10-5-3010000-0420				EQUIPMENT			67.78
117156	TAPE MEASURES				463 09-Apr-2018	09-Apr-2018	
10-5-3010000-0420				EQUIPMENT			48.57
Department Totals :							26,404.99
DEPARTMENT 3015010				MECHANIC			
ACK297	ACKLANDS-GRAINGER INC						
9737760372	MAGNIFYING SAFETY GLASSES FOR MECHANIC				384 23-Mar-2018	23-Mar-2018	
10-5-3015010-0420				MECHANIC EQUIPMENT			28.57
CAN380	CANADIAN TIRE STORE #281						
MARCH 2018	MARCH 2018 PURCHASES				527 31-Mar-2018	31-Mar-2018	
10-5-3015010-0420				MECHANIC EQUIPMENT			33.89
MAL256	MALDEN AUTOMOTIVE						
5294-166909	FLASHLIGHTS FOR SHOP USE				489 13-Apr-2018	13-Apr-2018	
10-5-3015010-0420				MECHANIC EQUIPMENT			20.32
MAR460	2569247 ONTARIO LIMITED AUTHORIZED DISTRIBUTOR OF						
5175	TORCH TIP CLEANING DRILLS FOR USE				462 04-Apr-2018	04-Apr-2018	
10-5-3015010-0420				MECHANIC EQUIPMENT			28.82
Department Totals :							111.60
DEPARTMENT 3020000				ROADS			
WAL100	WALKER AGGREGATES INC. C/O PROPERTY						
275256	STONE FOR ROADS				386 17-Mar-2018	17-Mar-2018	
10-5-3020000-0715				STONE			4,594.82
WIN210	WINDSOR FACTORY SUPPLY LTD						
4743771	ROAD REPAIRS				489 05-Apr-2018	05-Apr-2018	
10-5-3020000-0725				STREET REPAIRS & MAINT.			384.20
Department Totals :							4,979.02
DEPARTMENT 3022017				ROADS CAPITAL -2017			
GOL452	GOLDER ASSOCIATES LTD						
922077	HERITAGE REPORT				424 08-Mar-2018	08-Mar-2018	
40-7-3022017-0005				PICKERING DR. RESURFACING			3,955.00
SLR626	SLR CONTRACTING GROUP INC.						
M411B (5)	PPC # 5				534 06-Apr-2018	06-Apr-2018	
40-7-3022017-0014				SANDWICH/PICKERING IMPROVEMENTS			20,608.13
STA310	STANTEC CONSULTING LTD						
1262137	ENGINEERING				489 21-Mar-2018	21-Mar-2018	
40-7-3022017-0004				ENG FOR DEVELOP. OF SW QUADRANT			8,731.80
TEA795	TEAM TRUCK CENTRES						
05W0991	AS PER COUNCIL REPORT				386 20-Mar-2018	20-Mar-2018	
40-7-3022017-0011				REPLACE R305-1995 8-TON TRUCK			307,776.41
VIK426	VIKING CIVES LTD						
2674818	CHANGE ORDER RUBBER SIDE BOARDS AND STEEL COVER				386 19-Mar-2018	19-Mar-2018	
40-7-3022017-0011				REPLACE R305-1995 8-TON TRUCK			1,254.30
Department Totals :							342,325.64



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3022018 ROADS CAPITAL - 2018					
FEE256 THE FEED STORE					
1000179651	CHAIN SAW MAINTENANCE	489	03-Apr-2018	03-Apr-2018	
10-7-3022018-0012	REFORESTATION CAPITAL PROGRAM				44.88
Department Totals :					44.88
<hr/>					
DEPARTMENT 3030000 WINTER CONTROL					
ART200 ARTISAN MASONRY INC.					
05576	REPAIR BUS STOP	489	17-Apr-2018	17-Apr-2018	
10-5-3030000-0710	WINTER CONTROL				2,005.42
BDW317 BD WHAREHOUSING					
34	RENTAL STORAGE SHED	386	25-Jan-2018	25-Jan-2018	
10-5-3030000-0710	WINTER CONTROL				2,825.00
FLU1650 FLUID BASICS INC					
41882	LABOUR TO INSTALL GPS AND SENSOR SYSTEMS IN TO TRACKLSS	489	04-Apr-2018	04-Apr-2018	
10-5-3030000-0710	WINTER CONTROL				4,095.96
Department Totals :					8,926.38
<hr/>					
DEPARTMENT 3050000 STREET LIGHTING					
HEA693 HEATON SANITATION					
34693	HYDRO AC TO NEW POLE INSTALL	489	26-Mar-2018	26-Mar-2018	
10-5-3050000-0331	GENERAL MAINTENANCE				1,808.00
HIC441 HICKS ELECTRIC					
9367	STREET LIGHT REPAIRS	386	20-Mar-2018	20-Mar-2018	
10-5-3050000-0331	GENERAL MAINTENANCE				1,771.61
9379	DAMAGED GUY WIRE	489	04-Apr-2018	04-Apr-2018	
10-5-3050000-0331	GENERAL MAINTENANCE				442.96
Department Totals :					4,022.57
<hr/>					
DEPARTMENT 3250000 TRAFFIC CONTROL					
CED150 CEDAR SIGNS					
50188	NO BOAT LUNCH SIGN	489	09-Apr-2018	09-Apr-2018	
10-5-3250000-0741	TRAFFIC SIGNS & DEVICES				58.62
HEA693 HEATON SANITATION					
34681	CUTT HOLES FOR SIGNS	386	19-Mar-2018	19-Mar-2018	
10-5-3250000-0740	TRAFFIC SIGNS				1,921.00
34682	HOLES FOR SIGNS	384	20-Mar-2018	20-Mar-2018	
10-5-3250000-0741	TRAFFIC SIGNS & DEVICES				1,808.00
34971	HOLES FOR SIGNS	384	21-Mar-2018	21-Mar-2018	
10-5-3250000-0741	TRAFFIC SIGNS & DEVICES				1,921.00
34972	HOLES FOR SIGNS	384	22-Mar-2018	22-Mar-2018	
10-5-3250000-0741	TRAFFIC SIGNS & DEVICES				1,808.00
WAL100 WALKER AGGREGATES INC. C/O PROPERTY					
275393	BACK FILL AROUND SIGN POST	489	24-Mar-2018	24-Mar-2018	
10-5-3250000-0741	TRAFFIC SIGNS & DEVICES				97.83
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
116642	4X4 POST	386	20-Mar-2018	20-Mar-2018	
10-5-3250000-0741	TRAFFIC SIGNS & DEVICES				325.30
116683	4X4 POST	386	21-Mar-2018	21-Mar-2018	
10-5-3250000-0741	TRAFFIC SIGNS & DEVICES				189.76
116701	4X4 POSTS	386	22-Mar-2018	22-Mar-2018	
10-5-3250000-0741	TRAFFIC SIGNS & DEVICES				243.98



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Vendor Invoice	Vendor Name Description				Batch Invc Date	Invc Due Date	Amount	
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 3250000					TRAFFIC CONTROL			
						Department Totals :	8,373.49	
DEPARTMENT 4010000					SANITARY SEWERS			
ATL117 ATLAS COPCO COMPRESSORS CANADA								
629664	RENTAL FOR THE COMPRESSOR FROM 2-05-2018 TO 03-05-2018				388 18-Mar-2018	18-Mar-2018		
10-5-4010000-0680	LIFE CYCLE EXPENSES						14,528.41	
ONT001 ONTARIO CLEAN WATER AGENCY								
INV000101615	INSTALLED 2 HEATERS				421 15-Mar-2018	15-Mar-2018		
10-5-4010000-0680	LIFE CYCLE EXPENSES						11,186.67	
INV000102107	UV LAMPS				421 16-Mar-2018	16-Mar-2018		
10-5-4010000-0680	LIFE CYCLE EXPENSES						12,716.24	
						Department Totals :	38,431.32	
DEPARTMENT 4012006					SANITARY SEWER CAPITAL - 2006			
CH2154 CH2M HILL CANADA LIMITED								
3296705	ENGINEERING				424 29-Mar-2018	29-Mar-2018		
40-7-4012006-0056	AWWTP - ABURG WASTEWATER PLANT & ENV. AS						3,864.60	
MOU001 MOUSSEAU DELUCA McPHERSON PRINCE								
57169	LEGAL FEES				534 31-Mar-2018	31-Mar-2018		
40-7-4012006-0056	AWWTP - ABURG WASTEWATER PLANT & ENV. AS						3,523.91	
						Department Totals :	7,388.51	
DEPARTMENT 4012013					WASTEWATER CAPITAL - 2013			
CH2154 CH2M HILL CANADA LIMITED								
3296706	DESIGN				460 29-Mar-2018	29-Mar-2018		
40-7-4012013-0003	NEW FORCEMAIN & PUMP STATION						33,683.27	
						Department Totals :	33,683.27	
DEPARTMENT 4012015					WASTEWATER CAPITAL - 2015			
REV200 REVOLUTION ENVIRONMENTAL SOLUTIONS LP A TERRAPURE								
13383 A	PPC # 2, MCGREGOR LAGOON SYSTEM SLUDGE REMOVAL FROM CELL NO. 2				386 22-Mar-2018	22-Mar-2018		
40-7-4012015-0005	MCGREGOR LAGOON CLEANING CELL 1,2,3						49,014.08	
						Department Totals :	49,014.08	
DEPARTMENT 4012017					WASTEWATER CAPITAL -2017			
DRO13 DROUILLARD MARCEL & MICHELLE								
APRIL 2018	IFLOW INFILTRATION				527 25-Apr-2018	25-Apr-2018		
40-7-4012017-0004	I&I PRG SANITARY SEWER RENEW & REPAIR						1,300.00	
RAS120 RASTIN KEITH								
APRIL 26, 2018	SUBSIDY WORK				527 26-Apr-2018	26-Apr-2018		
40-7-4012017-0004	I&I PRG SANITARY SEWER RENEW & REPAIR						1,000.00	
SAU836 SAUNDERS JIM								
8464	REFUND FOR SUBSIDY WORK				384 23-Mar-2018	23-Mar-2018		
40-7-4012017-0004	I&I PRG SANITARY SEWER RENEW & REPAIR						1,300.00	
						Department Totals :	3,600.00	
DEPARTMENT 4012018					WASTEWATER CAPITAL 2018			
STA310 STANTEC CONSULTING LTD								
1262137	ENGINEERING				489 21-Mar-2018	21-Mar-2018		
40-7-4012018-0001	SE QUADRANT CLASS EA						33,058.40	

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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 4012018 WASTEWATER CAPITAL 2018

Department Totals : 33,058.40

DEPARTMENT 4017720 MCGREGOR SEWERS

ONT001 ONTARIO CLEAN WATER AGENCY

INV000100776	AFTER HOURS CALLS	388	01-Apr-2018	01-Apr-2018	
10-5-4017720-0613	OCWA UNEXPECTED ITEMS				2,412.50
INV000101877	SAND FILTER MAINTENANCE	388	01-Mar-2018	01-Mar-2018	
10-5-4017720-0612	MAINTENANCE ITEMS - OCWA				3,369.40
INV000101884	LABOUR	528	06-Apr-2018	06-Apr-2018	
10-5-4017720-0613	OCWA UNEXPECTED ITEMS				960.00
INV000102325	OPERATIONS & MAINTENANCE FOR THE MONTH OF APRIL 2018	464	01-Apr-2018	01-Apr-2018	
10-5-4017720-0604	CONTRACT O.C.W.A.				12,419.00
INV000102884	LABOUR	528	12-Apr-2018	12-Apr-2018	
10-5-4017720-0613	OCWA UNEXPECTED ITEMS				1,844.00

Department Totals : 21,004.90

DEPARTMENT 4017730 EDGEWATER SEWERS

ONT001 ONTARIO CLEAN WATER AGENCY

INV000101616	NEW KEYPAD	421	15-Mar-2018	15-Mar-2018	
10-5-4017730-0609	LAGOON TREATMENT				254.38
INV000101618	CONTROL PANEL	421	15-Mar-2018	15-Mar-2018	
10-5-4017730-0609	LAGOON TREATMENT				1,734.66
INV000101619	HOIST REPAIRS	421	15-Mar-2018	15-Mar-2018	
10-5-4017730-0609	LAGOON TREATMENT				4,268.83
INV000102325	OPERATIONS & MAINTENANCE FOR THE MONTH OF APRIL 2018	464	01-Apr-2018	01-Apr-2018	
10-5-4017730-0604	CONTRACT O.C.W.A.				13,915.31
INV000102894	LABOUR	528	12-Apr-2018	12-Apr-2018	
10-5-4017730-0613	OCWA UNEXPECTED ITEMS				3,733.00

Department Totals : 23,906.18

DEPARTMENT 4017740 AMHERSTBURG SEWERS

COM046 COM PETERS INC

4035	MAIN & GENERAL MAINTENANCE	529	13-Apr-2018	13-Apr-2018	
10-5-4017740-0331	GENERAL MAINTENANCE				197.75

ESS273 ESSEX POWERLINES CORPORATION

JC7295	MARCH 2018 BILLING	491	31-Mar-2018	31-Mar-2018	
10-5-4017740-0504	COLLECTION EXPENSE				1,159.24

ESS360 ESSEX WINDSOR SOLID WASTE AUTH

26019	SLUDGE HAULING	388	29-Mar-2018	29-Mar-2018	
10-5-4017740-0602	LANDFILL CHARGES				4,525.89
26128	SLUDGE HAULING	388	29-Mar-2018	29-Mar-2018	
10-5-4017740-0602	LANDFILL CHARGES				4,249.18
26223	HAULING SLUDGE	388	28-Feb-2018	28-Feb-2018	
10-5-4017740-0602	LANDFILL CHARGES				5,435.67
26318	SLUDGE LANDFILL TIPPING FEES	491	31-Mar-2018	31-Mar-2018	
10-5-4017740-0602	LANDFILL CHARGES				8,346.73

GIG459 GIGNAC JEROME

APRIL 6, 2018	PLUGGED SEWER	464	06-Apr-2018	06-Apr-2018	
10-5-4017740-0750	SEWER FLUSHING				169.50

HEA693 HEATON SANITATION

31567	CLEANOUT FLUSHING	388	22-Mar-2018	22-Mar-2018	
10-5-4017740-0759	SERVICE CONNECTION REPAIR & MTCE.				1,695.00



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 4017740 AMHERSTBURG SEWERS					
33542	BLOCKED SEWER	491	07-Apr-2018	07-Apr-2018	
10-5-4017740-0750	SEWER FLUSHING				813.60
33683	REPAIR	491	05-Apr-2018	05-Apr-2018	
10-5-4017740-0759	SERVICE CONNECTION REPAIR & MTCE.				791.00
33851	STORM RELIEF	528	16-Apr-2018	16-Apr-2018	
10-5-4017740-0750	SEWER FLUSHING				1,356.00
KEL117 KELCOM TELEMESSAGING					
W78745-0318	ANSWERING SERVICE	489	01-Mar-2018	01-Mar-2018	
10-5-4017740-0316	UTILITIES - SEWERS				20.12
W78745-0418	ANSWERING SERVICE	489	01-Apr-2018	01-Apr-2018	
10-5-4017740-0316	UTILITIES - SEWERS				20.05
ONT001 ONTARIO CLEAN WATER AGENCY					
INV000100777	AFTER HOURS CALLS	388	04-Jan-2018	04-Jan-2018	
10-5-4017740-0613	OCWA UNEXPECTED ITEMS				6,718.50
INV000102102	HVAC SYSTEM REPAIR	421	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				4,065.31
INV000102104	CENTRIFUGE REBUILD	421	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				456.56
INV000102105	PAY PUMP REBUILD KIT	421	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				3,951.85
INV000102108	PS # 2 MAINTENANCE	422	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				2,223.59
INV000102110	STORM PUMP PARTS	422	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				4,412.46
INV000102111	SCUM CLEANING	422	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				366.34
INV000102112	NEW UPS	422	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				1,155.43
INV000102113	REPAIR PUMPS	422	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				907.01
INV000102116	BASEBOARD HEATER REPAIRS	422	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				1,189.56
INV000102119	H&C TROUBLESHOOTING	422	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				463.01
INV000102120	EXTRA SAMPLING	422	16-Mar-2018	16-Mar-2018	
10-5-4017740-0612	OCWA MAINTENANCE ITEMS				1,164.13
INV000102325	OPERATIONS & MAINTENANCE FOR THE MONTH OF APRIL 2018	464	01-Apr-2018	01-Apr-2018	
10-5-4017740-0604	CONTRACT O.C.W.A.				24,611.67
INV000102895	LABOUR	528	12-Apr-2018	12-Apr-2018	
10-5-4017740-0613	OCWA UNEXPECTED ITEMS				2,825.00
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
116565	STOCK	464	16-Mar-2018	16-Mar-2018	
10-5-4017740-0331	GENERAL MAINTENANCE				50.92
116669	SEWER CAPS	388	21-Mar-2018	21-Mar-2018	
10-5-4017740-0759	SERVICE CONNECTION REPAIR & MTCE.				9.47
117003	STOCK	416	03-Apr-2018	03-Apr-2018	
10-5-4017740-0331	GENERAL MAINTENANCE				72.83
Department Totals :					83,423.37

DEPARTMENT 4017750 BIG CREEK RBC SEWER

ONT001 ONTARIO CLEAN WATER AGENCY

INV000102122	ELECTRCAL REPAIR	421	16-Mar-2018	16-Mar-2018	
10-5-4017750-0612	OCWA MAINTENANCE ITEMS				119.06



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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 4017750 BIG CREEK RBC SEWER							
INV000102123	TUBING FOR SAND FILTER				422 16-Mar-2018	16-Mar-2018	
10-5-4017750-0612				OCWA MAINTENANCE ITEMS			286.70
INV000102325	OPERATIONS & MAINTENANCE FOR THE MONTH OF APRIL 2018				464 01-Apr-2018	01-Apr-2018	
10-5-4017750-0604				CONTRACT O.C.W.A.			9,554.79
INV000102893	LABOUR				528 12-Apr-2018	12-Apr-2018	
10-5-4017750-0613				OCWA UNEXPECTED ITEMS			760.00
Department Totals :							10,720.55

DEPARTMENT 4017755 MCLEOD SBR SEWER							
ONT001 ONTARIO CLEAN WATER AGENCY							
INV000101610	SLUDGE REMOVAL				421 15-Mar-2018	15-Mar-2018	
10-5-4017755-0612				OCWA MAINTENANCE ITEMS			2,503.30
INV000101614	ALARM SYSTEM				421 15-Mar-2018	15-Mar-2018	
10-5-4017755-0612				OCWA MAINTENANCE ITEMS			111.92
INV000102325	OPERATIONS & MAINTENANCE FOR THE MONTH OF APRIL 2018				464 01-Apr-2018	01-Apr-2018	
10-5-4017755-0604				CONTRACT OCWA			14,504.56
INV000102892	LABOUR				528 12-Apr-2018	12-Apr-2018	
10-5-4017755-0613				OCWA UNEXPECTED ITEMS			4,203.00
Department Totals :							21,322.78

DEPARTMENT 4017760 BOBLO SEWER							
ONT001 ONTARIO CLEAN WATER AGENCY							
INV000102325	OPERATIONS & MAINTENANCE FOR THE MONTH OF APRIL 2018				464 01-Apr-2018	01-Apr-2018	
10-5-4017760-0604				CONTRACT OCWA - BOBLO			7,564.63
Department Totals :							7,564.63

DEPARTMENT 4057710 GARBAGE COLLECTION							
WIN270 WINDSOR DISPOSAL SERVICES LTD							
0000886607	GARBAGE COLLECTION				534 01-Apr-2018	01-Apr-2018	
10-5-4057710-0602				GARBAGE COLLECTION			44,437.74
0000886640	GARBAGE COLLECTION				389 01-Apr-2018	01-Apr-2018	
10-5-4057710-0602				GARBAGE COLLECTION			68.76
0000887818	GARBAGE COLLECTION				489 01-Apr-2018	01-Apr-2018	
10-5-4057710-0602				GARBAGE COLLECTION			10.68
Department Totals :							44,517.18

DEPARTMENT 4067715 GARBAGE DISPOSAL							
ESS360 ESSEX WINDSOR SOLID WASTE AUTH							
25962	YARD WASTE TIPPING FEE (NOV 30, 2017)				386 29-Mar-2018	29-Mar-2018	
10-5-4067715-0601				YARDWASTE LANDFILL TIPPING			7,734.87
26175	TIPPING FEE				386 31-Jan-2018	31-Jan-2018	
10-5-4067715-0602				LANDFILL CHARGES			20,150.97
26182	YARD WASTE TIPPING FEE				386 31-Jan-2018	31-Jan-2018	
10-5-4067715-0601				YARDWASTE LANDFILL TIPPING			255.84
26271	YARD WASTE TIPPING FEE				386 28-Feb-2018	28-Feb-2018	
10-5-4067715-0602				LANDFILL CHARGES			17,399.76
26278	YARD WASTE TIPPING FEE				386 28-Feb-2018	28-Feb-2018	
10-5-4067715-0601				YARDWASTE LANDFILL TIPPING			240.24
26375	TIPPING FEES				489 31-Mar-2018	31-Mar-2018	
10-5-4067715-0602				LANDFILL CHARGES			18,859.86
IN000009660	TIPPING FEE				489 31-Mar-2018	31-Mar-2018	
10-5-4067715-0602				LANDFILL CHARGES			35,625.00



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 4067715 GARBAGE DISPOSAL					
WIN270 WINDSOR DISPOSAL SERVICES LTD					
0000886607	GARBAGE COLLECTION	534	01-Apr-2018	01-Apr-2018	
10-5-4067715-0603	YARD WASTE - HAULING TO LANDFILL				8,767.65
Department Totals :					109,034.19
<hr/>					
DEPARTMENT 7010000 PARKS AND RECREATION PROGRAMMING					
BOD397 BODDE MATT					
APRIL 20, 2018	REC PROGRAMMING - SENIORS	527	20-Apr-2018	20-Apr-2018	
10-5-7010000-0420	RECREATION EXPENSES				600.00
JANUARY 26, 2018	RECREATION PROGRAM	527	26-Jan-2018	26-Jan-2018	
10-5-7010000-0420	RECREATION EXPENSES				540.00
BRE497 BRENNER PACKERS LTD.					
46761	CONCESSION PURCHASE	384	23-Mar-2018	23-Mar-2018	
10-5-7010000-0384	CONCESSION PRODUCT				500.00
48052	CONCESSION PURCHASE	501	05-Apr-2018	05-Apr-2018	
10-5-7010000-0384	CONCESSION PRODUCT				500.00
CAN380 CANADIAN TIRE STORE #281					
MARCH 2018	MARCH 2018 PURCHASES	527	31-Mar-2018	31-Mar-2018	
10-5-7010000-0778	SAFE CYCLING ED. PRG EXPENSES				271.18
10-5-7010000-0778	SAFE CYCLING ED. PRG EXPENSES				1,918.06
CAN406 CANADA CONNECT.NET					
51470	ADVERTISING (SEPTEMBER 11, 2017)	384	31-Mar-2018	31-Mar-2018	
10-5-7010000-0307	ADVERTISING				710.76
CAT737 CAT'S PAW POTTERY					
MARCH 29, 2018	CAMP SUPPLIES	384	16-Mar-2018	16-Mar-2018	
10-5-7010000-0420	RECREATION EXPENSES				60.00
COL128 COLONIAL COFFEE CO. LTD.					
754575	CONCESSION PURCHASE	384	29-Mar-2018	29-Mar-2018	
10-5-7010000-0384	CONCESSION PRODUCT				226.30
GOR299 GORDON FOOD SERVICE CAN. LTD. - ONTARIO DIVISION					
2483008	CONCESSION PURCHASE	384	23-Mar-2018	23-Mar-2018	
10-5-7010000-0384	CONCESSION PRODUCT				2,420.85
2509926	CONCESSION PURCHASE	501	04-Apr-2018	04-Apr-2018	
10-5-7010000-0384	CONCESSION PRODUCT				4,806.06
2543797	CONCESSION PURCHASE	527	18-Apr-2018	18-Apr-2018	
10-5-7010000-0384	CONCESSION PRODUCT				1,008.41
JOY061 JOYFUL LYNNE CATERING AND EVENTS					
1112018	SPECIAL EVENT CATERING	487	16-Apr-2018	16-Apr-2018	
10-5-7010000-0771	SPECIAL EVENTS				3,729.00
LAS110 LASER ART INC.					
33274	SAFE CYCLING EDUCATION	384	26-Mar-2018	26-Mar-2018	
10-5-7010000-0778	SAFE CYCLING ED. PRG EXPENSES				593.25
LIF400 LIFESAVING SOCIETY					
S025665	POOL REGISTRATION	384	26-Feb-2018	26-Feb-2018	
10-5-7010000-0350	MEMBERSHIPS				98.00
MAR003 MAR-CO CLAY PRODUCTS INC					
75446	PITCHER'S MOUND	527	10-Apr-2018	10-Apr-2018	
10-5-7010000-0771	SPECIAL EVENTS				2,899.58
MAR131 MARIA'S RESTAURANT					
APRIL 10, 2018	AMHA BANQUET CLATERING	527	10-Apr-2018	10-Apr-2018	
10-5-7010000-0384	CONCESSION PRODUCT				2,276.95
MCM948 M.C.M. SNACK FOODS					



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DEPARTMENT 7010000 PARKS AND RECREATION PROGRAMMING					
36556	CONCESSION PURCHASE	384	20-Mar-2018	20-Mar-2018	
10-5-7010000-0384	CONCESSION PRODUCT				276.04
36577	CONCESSION PURCHASE	489	04-Apr-2018	04-Apr-2018	
10-5-7010000-0384	CONCESSION PRODUCT				85.70
MIC097 MICHAEL CHARBONNEAU GRAPHICS & DESIGN					
2018-3107	ICE PAINTING FOR FIGURE SKATING COMPETITION	386	22-Mar-2018	22-Mar-2018	
10-5-7010000-0771	SPECIAL EVENTS				242.95
MOR26 MORNEAU SHEPELL LTD.					
APRIL 2018	754662,754663, 754664, 754665 APRIL 2018	416	01-Apr-2018	01-Apr-2018	
10-5-7010000-0207	BENEFITS - LIFE & DISABILITY				57.38
NAP110 NAPLES PIZZA					
2 (2018)	DAY OF CHAMPIONS	386	25-Mar-2018	25-Mar-2018	
10-5-7010000-0384	CONCESSION PRODUCT				237.89
220	BDAY PARTY EXPENSE	416	15-Apr-2018	15-Apr-2018	
10-5-7010000-0420	RECREATION EXPENSES				41.00
221	BDAY PARTY EXPENSE	416	15-Apr-2018	15-Apr-2018	
10-5-7010000-0420	RECREATION EXPENSES				41.00
222	BDAY PARTY EXPENSE	527	15-Apr-2018	15-Apr-2018	
10-5-7010000-0420	RECREATION EXPENSES				18.00
223	BDAY PARTY EXPENSE	527	21-Apr-2018	21-Apr-2018	
10-5-7010000-0420	RECREATION EXPENSES				41.00
224	BDAY PARTY EXPENSE	527	21-Apr-2018	21-Apr-2018	
10-5-7010000-0420	RECREATION EXPENSES				18.00
NUC146 NUCCELLI'S FROZEN YOGURT					
12298	CONCESSION PURCHASE	384	23-Mar-2018	23-Mar-2018	
10-5-7010000-0384	CONCESSION PRODUCT				189.84
12344	CONCESSION PURCHASE	527	19-Apr-2018	19-Apr-2018	
10-5-7010000-0384	CONCESSION PRODUCT				227.81
PAR26 PARKS AND RECREATION ONTARIO					
20161	MEMBERSHIPS 2018	384	15-Jan-2018	15-Jan-2018	
10-5-7010000-0350	MEMBERSHIPS				494.09
ROS436 ROSE CITY GYMNASTICS					
APRIL 4, 2018	GYMNASTICS PROGRAM	501	04-Apr-2018	04-Apr-2018	
10-5-7010000-0776	ESSEX POWER YOUTH IN COMM FD				3,060.00
RTT067 RIVER TOWN TIMES					
00095402	ADVERTISING	463	04-Apr-2018	04-Apr-2018	
10-5-7010000-0307	ADVERTISING				273.46
10-5-7010000-0307	ADVERTISING				265.55
00095470 A	ADVERTISING	463	04-Apr-2018	04-Apr-2018	
10-5-7010000-0307	ADVERTISING				265.55
00095520	ADVERTISING	460	28-Mar-2018	28-Mar-2018	
10-5-7010000-0307	ADVERTISING				273.46
00095562	ADVERTISING	527	18-Apr-2018	18-Apr-2018	
10-5-7010000-0307	ADVERTISING				142.20
10-5-7010000-0307	ADVERTISING				284.39
00095633	ADVERTISING	534	25-Apr-2018	25-Apr-2018	
10-5-7010000-0307	ADVERTISING				87.26
SOB083 SOBEYS AMHERSTBURG					
MARCH 2018	MARCH 2018 PURCHASES	527	31-Mar-2018	31-Mar-2018	
10-5-7010000-0420	RECREATION EXPENSES				50.86
10-5-7010000-0420	RECREATION EXPENSES				36.03
10-5-7010000-0420	RECREATION EXPENSES				77.29
10-5-7010000-0420	RECREATION EXPENSES				32.58

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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7010000 PARKS AND RECREATION PROGRAMMING					
10-5-7010000-0420	RECREATION EXPENSES				49.55
10-5-7010000-0384	CONCESSION PRODUCT				82.96
10-5-7010000-0384	CONCESSION PRODUCT				39.10
10-5-7010000-0384	CONCESSION PRODUCT				15.26
10-5-7010000-0384	CONCESSION PRODUCT				235.65
10-5-7010000-0384	CONCESSION PRODUCT				59.04
STA444 STAPLES ADVANTAGE (MIS C/O T04446C)					
47122880	OFFICE SUPPLIES	489	23-Mar-2018	23-Mar-2018	
10-5-7010000-0301	OFFICE SUPPLIES				183.06
SWA142 SWARG; SOUTH WEST AREA RECREATION GUILD					
MARCH 29, 20 MEMBERSHIP 2018					
10-5-7010000-0350	MEMBERSHIPS	384	29-Mar-2018	29-Mar-2018	1,000.00
WIL215 WILLIAMS FOOD EQUIPMENT					
IN0654941	CONCESSION MAINTENANCE	384	31-Mar-2018	31-Mar-2018	
10-5-7010000-0422	CONCESSION EQUIP MAINTENANCE				223.74
Department Totals :					31,866.09

DEPARTMENT 7012015 CAPITAL					
RTT067 RIVER TOWN TIMES					
00095562	ADVERTISING	527	18-Apr-2018	18-Apr-2018	
40-7-7012015-0001	PARKS MASTER PLAN				141.02
00095633	ADVERTISING	534	25-Apr-2018	25-Apr-2018	
40-7-7012015-0001	PARKS MASTER PLAN				87.26
Department Totals :					228.28

DEPARTMENT 7012016 CAPITAL					
WSP01 WSP CANADA INC.					
0731906	FINAL ENGINEERING INVOICE	489	29-Mar-2018	29-Mar-2018	
40-7-7012016-0003	REMOVAL OF UNDERGROUND GAS TANKS				4,407.00
Department Totals :					4,407.00

DEPARTMENT 7017000 PARKS MAINTENANCE					
ACC334 ACCURATE CREATIONS SPORTS & PROMO GEAR					
1033	UNIFORMS	462	08-Apr-2018	08-Apr-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				420.36
BLU409 BLUELINE RENTAL INC.					
322963-0001	YEARLY SAFETY INSPECTION ON UNIT # PG-30	489	10-Apr-2018	10-Apr-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				323.40
CAN380 CANADIAN TIRE STORE #281					
FEBRUARY 20 FEBRUARY 2018 PURCHASES					
10-5-7017000-0420	PARKS MAINTENANCE EQUIPMENT				33.64
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				21.42
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				49.70
MARCH 2018 MARCH 2018 PURCHASES					
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC	527	31-Mar-2018	31-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				15.81
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				98.29
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				29.36
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				-67.79
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				3.38
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				10.61

CAR645 CARRIER CENTERS					
04P435981	VARIOUS FILTERS FOR PARKS EQUIPMENT	386	22-Mar-2018	22-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				178.55



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017000	PARKS MAINTENANCE				
04P436088	BLADES FOR # PG-40	386	21-Mar-2018	21-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				195.57
04P436112	FUEL FILTERS FOR #107, 507	384	23-Mar-2018	23-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				13.06
04P436164	FILTERS FOR PARKS EQUIPMENT	424	29-Mar-2018	29-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				37.60
04P436198	FILTERS FOR PARKS EQUIPMENT	424	29-Mar-2018	29-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				27.64
04P436238	REPLACED THE CHAIR SPROCKET GUARD	384	26-Mar-2018	26-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				22.23
04P437273	EQUIPMENT/TOOLS	501	19-Apr-2018	19-Apr-2018	
10-5-7017000-0420	PARKS MAINTENANCE EQUIPMENT				707.28
FEE256 THE FEED STORE					
1000179019	EQUIPMENT MAINTENANCE	460	21-Mar-2018	21-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				67.87
1000179836	REPLACED THE STARTER GRIP ON # MS-5	463	06-Apr-2018	06-Apr-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				50.51
1000180626	GENERAL SUPPLIES	527	20-Apr-2018	20-Apr-2018	
10-5-7017000-0420	PARKS MAINTENANCE EQUIPMENT				542.34
FLA364 FLAGS UNLIMITED					
257915	FLAGS	462	03-Apr-2018	03-Apr-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				4,307.85
HER247 HERITAGE TIRE SALES INC.					
114118	HAD THE LEFT FRONT TIRE REVERSED ON THE WHEEL # 507	386	22-Mar-2018	22-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				16.95
114241	REPLACED THE DRIVE TIRES ON # PG-43	462	02-Apr-2018	02-Apr-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				343.63
KEL198 KELCOM RADIO DIVISION					
80008826	RADIO AIRTIME	384	15-Mar-2018	15-Mar-2018	
10-5-7017000-0404	RADIO AIR TIME				600.03
80008964	RADIO AIRTIME	527	17-Apr-2018	17-Apr-2018	
10-5-7017000-0404	RADIO AIR TIME				600.03
MAI129 MAIDSTONE TREE FARM					
220000011741	REFORESTATION	501	19-Apr-2018	19-Apr-2018	
10-5-7017000-0650	PARKS FORESTRY				248.60
MAL256 MALDEN AUTOMOTIVE					
5294-165646	OIL FILTER FOR # PG -43	386	21-Mar-2018	21-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				7.44
5294-165705	ENGINE OIL FOR # 507	386	22-Mar-2018	22-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				32.04
5294-165720	FAN BELTS FOR # 507	386	22-Mar-2018	22-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				38.85
5294-165723	CREDIT FOR RETURNED BELT TO CHANGE FOR CORRECT BELT FOR # 507	386	22-Mar-2018	22-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				0.46
5294-166469	REAR BRAKE PARTS FOR #210	462	05-Apr-2018	05-Apr-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				76.86
MON183 MONARCH OFFICE SUPPLY LTD					
080316	MARCH 2018 PURCHASES	463	28-Mar-2018	28-Mar-2018	
10-5-7017000-0301	OFFICE SUPPLIES				26.80
MOR26 MORNEAU SHEPELL LTD.					
APRIL 2018	754662,754663, 754664, 754665 APRIL 2018	416	01-Apr-2018	01-Apr-2018	
10-5-7017000-0207	BENEFITS - LIFE & DISABIL - PARKS & GRDS				81.97

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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017000	PARKS MAINTENANCE				
PAR26	PARKS AND RECREATION ONTARIO				
20161	MEMBERSHIPS 2018	384	15-Jan-2018	15-Jan-2018	
10-5-7017000-0351	TRAINING & CONFERENCES				494.10
PRA389	PRACTICA LTD				
38858	MATERIALS & SUPPLIES	460	14-Feb-2018	14-Feb-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				1,097.67
RAC462	RACICOT CHRYSLER				
CCCS246258	HAD NO START CONDITION REPAIRED IN # PG-1	384	22-Mar-2018	22-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				186.37
TIN145	TINO'S AUTO SERVICE				
10554	HAD THE REAR BRAKE DRUMS MACHINED # 210	462	05-Apr-2018	05-Apr-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				70.19
TOT060	TOTALLYONE CORPORATE OFFICE				
10449	PHONE REPLACEMENT	534	10-Apr-2018	10-Apr-2018	
10-5-7017000-0345	CELL PHONE EXPENSE - PARKS MAINTENANCE				448.00
WIG035	WIGLE HOME HARDWARE BUILDING CENTRE				
116833	GENERAL SUPPLIES	384	27-Mar-2018	27-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				42.45
116854	GENERAL SUPPLIES	384	28-Mar-2018	28-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				92.66
117035	SUPPLIES	462	04-Apr-2018	04-Apr-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				11.27
117351	SUPPLIES	463	16-Apr-2018	16-Apr-2018	
10-5-7017000-0420	PARKS MAINTENANCE EQUIPMENT				81.34
117495	GENERAL SUPPLIES	527	20-Apr-2018	20-Apr-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				27.26
117577	GENERAL SUPPLIES	527	23-Apr-2018	23-Apr-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				7.90
WIN270	WINDSOR DISPOSAL SERVICES LTD				
0000887304	BIN FOR REFUSE	463	31-Mar-2018	31-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				186.45
WOR415	WORK AUTHORITY				
450368	HEALTH AND SAFETY BOOTS	527	15-Apr-2018	15-Apr-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				77.12
Department Totals :					11,985.12

DEPARTMENT 7017002	FACILITIES				
ATT075	ATTWOOD DAVE				
2018-15	FLOOR PLANS FOR TOWN HALL BASEMENT	534	31-Mar-2018	31-Mar-2018	
10-5-7017002-0317	FACILITIES - BUILDING MAINTENANCE				503.75
BEC112	BECKER ENGINEERING GROUP INC				
CB0917.02	ENGINEERING SERVICES	460	31-Mar-2018	31-Mar-2018	
10-5-7017002-0317	CARNEC FACILITIES - BUILDING MAINTENANCE				2,034.00
CAN380	CANADIAN TIRE STORE #281				
FEBRUARY 20	FEBRUARY 2018 PURCHASES	384	28-Feb-2018	28-Feb-2018	
10-5-7017002-0317	99THOM FACILITIES - BUILDING MAINTENANCE				884.44
10-5-7017002-0318	JANITORIAL - GLOBAL				121.25
10-5-7017002-0317	TOWN FACILITIES - BUILDING MAINTENANCE				51.96
10-5-7017002-0317	99THOM FACILITIES - BUILDING MAINTENANCE				38.60
10-5-7017002-0318	JANITORIAL - GLOBAL				11.15
10-5-7017002-0318	JANITORIAL - GLOBAL				35.45
MARCH 2018	MARCH 2018 PURCHASES	527	31-Mar-2018	31-Mar-2018	

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DEPARTMENT 7017002 FACILITIES					
10-5-7017002-0318	JANITORIAL - GLOBAL				29.36
10-5-7017002-0318	JANITORIAL - GLOBAL				29.88
CEN859 CENTENNIAL LOCK & SAFE LIMITED					
25252		534	13-Feb-2018	13-Feb-2018	
10-5-7017002-0317	FACILITIES - BUILDING MAINTENANCE				246.28
25267	HEALTH & SAFETY & BUILDING MAINTENANCE	424	06-Mar-2018	06-Mar-2018	
10-5-7017002-0317	TOWN FACILITIES - BUILDING MAINTENANCE				279.06
COL277 COLAUTTI FLOORS					
00074447	REPAIRS TO CARPET IN TOWN HALL	384	19-Mar-2018	19-Mar-2018	
10-5-7017002-0317	TOWN FACILITIES - BUILDING MAINTENANCE				446.35
COU132 COUNTY TOWING INC.					
61662	PICK UP PUBLIC WORKS AND DROP OFF AT TOWN HALL	534	27-Apr-2018	27-Apr-2018	
10-5-7017002-0317	FACILITIES - BUILDING MAINTENANCE				146.90
EMP481 EMPIRE ROOFING CORPORATION					
S18-144	REPAIRED LEAKING ROOF	384	28-Mar-2018	28-Mar-2018	
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				3,955.00
GUA929 GUARDIAN FIRE PROTECTION					
459	STATION 3 FIRE EXTINGUISHER ANNUAL INSPECTION	527	04-Feb-2018	04-Feb-2018	
10-5-7017002-0317	FACILITIES - BUILDING MAINTENANCE				84.75
HOL459 HOLLAND CLEANING SOLUTIONS LTD					
446369	JANITORIAL SUPPLIES	462	06-Apr-2018	06-Apr-2018	
10-5-7017002-0318	JANITORIAL - GLOBAL				217.53
IND181 INDOOR ENVIRONMENTAL SPECIALIST					
C3171	SURVEY, DRAWINGS, COURIER & REPORTING	384	21-Mar-2018	21-Mar-2018	
10-5-7017002-0317	MALCOM FACILITIES - BUILDING MAINTENANCE				1,470.41
JAN268 JANI SAFE INC.					
180900	JANITORIAL SUPPLIES	384	09-Mar-2018	09-Mar-2018	
10-5-7017002-0318	JANITORIAL - GLOBAL				2,256.66
181327	JANITORIAL SUPPLIES	384	27-Mar-2018	27-Mar-2018	
10-5-7017002-0318	JANITORIAL - GLOBAL				2,657.52
181327-1	JANITORIAL SUPPLIES	462	03-Apr-2018	03-Apr-2018	
10-5-7017002-0318	JANITORIAL - GLOBAL				85.43
MCR418 MCR CONSTRUCTION INC					
1175	CARNEIGE LIBRARY FOUNDATION WALL REINFORINCING AND REPAIRING	386	22-Mar-2018	22-Mar-2018	
10-5-7017002-0317	CARNEC FACILITIES - BUILDING MAINTENANCE				48,925.56
1177	EXTRA TO SUPPLY & INSTALL ADDITION WOOD FILLER CLOSURE ON IRREGULAR SHAPED WALL	463	16-Apr-2018	16-Apr-2018	
10-5-7017002-0317	CARNEC FACILITIES - BUILDING MAINTENANCE				905.65
MET052 METRO KING PEST CONTROL INC.					
2136	MONTHLY SERVICE AT VARIOUS LOCATIONS	534	28-Feb-2018	28-Feb-2018	
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				28.25
10-5-7017002-0317	PARKBL FACILITIES - BUILDING MAINTENANCE				28.25
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				28.25
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				28.25
10-5-7017002-0317	MALCOM FACILITIES - BUILDING MAINTENANCE				33.90
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				28.25
10-5-7017002-0317	TOWN FACILITIES - BUILDING MAINTENANCE				39.55
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				39.55
10-5-7017002-0317	GORDOI FACILITIES - BUILDING MAINTENANCE				28.25
10-5-7017002-0317	ACS FACILITIES - BUILDING MAINTENANCE				33.90
10-5-7017002-0317	PARKBL FACILITIES - BUILDING MAINTENANCE				28.25
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				33.90
PAR372 PARRLINE ELECTRICAL WHOLESALE					
75376	ELECTRICAL MAINTENANCE	534	16-Apr-2018	16-Apr-2018	



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G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT	7017002	FACILITIES			
10-5-7017002-0317			FACILITIES - BUILDING MAINTENANCE		98.99
REC09	RECEIVER GENERAL - CANADA REVENUE AGENCY TECHNOLOG				
14255			HVAC REPAIRS	501 23-Mar-2018	23-Mar-2018
10-5-7017002-0317	TOWN		FACILITIES - BUILDING MAINTENANCE		163.85
WIG035	WIGLE HOME HARDWARE BUILDING CENTRE				
116695			BUILDING MAINTENANCE	384 22-Mar-2018	22-Mar-2018
10-5-7017002-0317	TOWN		FACILITIES - BUILDING MAINTENANCE		13.55
117295			LIBRARY MAINTENANCE	534 13-Apr-2018	13-Apr-2018
10-5-7017002-0317	CARNEC		FACILITIES - BUILDING MAINTENANCE		14.88
117374			LIBRARY BASEMENT	534 16-Apr-2018	16-Apr-2018
10-5-7017002-0317	CARNEC		FACILITIES - BUILDING MAINTENANCE		74.21
117645			BUILDING MAINTENANCE	534 25-Apr-2018	25-Apr-2018
10-5-7017002-0317	CARNEC		FACILITIES - BUILDING MAINTENANCE		95.93
WOL533	WOLSELEY CANADA INC				
6551346			ELECTRICAL SUPPLIES	463 18-Mar-2018	18-Mar-2018
10-5-7017002-0317	CARNEC		FACILITIES - BUILDING MAINTENANCE		29.88
				Department Totals :	66,286.78

DEPARTMENT	7017300	LIBRO			
AGO713	AGO INDUSTRIES INC				
784511			CLOTHING	489 10-Apr-2018	10-Apr-2018
10-5-7017300-0161			CLOTHING		1,030.92
ALI224	ALIFT MATERIAL HANDLING & EQUIPMENT SPECIALISTS				
17003856			PROPANE HANDLING PROGRAM	534 26-Mar-2018	26-Mar-2018
10-5-7017300-0351			CONVENTIONS & SEMINARS		1,209.10
CAN380	CANADIAN TIRE STORE #281				
FEBRUARY 20	FEBRUARY 2018 PURCHASES			384 28-Feb-2018	28-Feb-2018
10-5-7017300-0317			BUILDING MAINTENANCE		146.06
10-5-7017300-0317			BUILDING MAINTENANCE		46.23
10-5-7017300-0317			BUILDING MAINTENANCE		39.85
MARCH 2018	MARCH 2018 PURCHASES			527 31-Mar-2018	31-Mar-2018
10-5-7017300-0317			BUILDING MAINTENANCE		13.93
10-5-7017300-0317			BUILDING MAINTENANCE		6.09
CFI263	CF INDUSTRIAL				
00004865			GENERATOR MAINTENANCE CONTRACT COVERING APRIL 1, 2018 TO MARCH 31, 2019	534 19-Apr-2018	19-Apr-2018
10-5-7017300-0336			CONTRACTED SERVICES		1,881.45
CIN177	CINTAS CANADA LIMITED				
847329843			MAT EXCHANGE	384 23-Mar-2018	23-Mar-2018
10-5-7017300-0336			CONTRACTED SERVICES		80.34
847330867			MAT EXCHANGE	460 30-Mar-2018	30-Mar-2018
10-5-7017300-0336			CONTRACTED SERVICES		80.34
847331878			MATT EXCHANGE	462 06-Apr-2018	06-Apr-2018
10-5-7017300-0336			CONTRACTED SERVICES		80.34
847332909			MAT EXCHANGE	463 13-Apr-2018	13-Apr-2018
10-5-7017300-0336			CONTRACTED SERVICES		80.34
847333899			MAT EXCHANGE	534 20-Apr-2018	20-Apr-2018
10-5-7017300-0336			CONTRACTED SERVICES		80.34
COL286	COLBRO EQUIPMENT RENTAL				
103257-0			REPAIRS TO CONCESSION FAN HEALTH & SAFETY	384 26-Mar-2018	26-Mar-2018
10-5-7017300-0250			HEALTH AND SAFETY		327.70
103690-0			RENTAL OF SCISSOR LIFT FOR GYMANSTICS COMP	489 13-Apr-2018	13-Apr-2018
10-5-7017300-0317			BUILDING MAINTENANCE		452.00



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017300	LIBRO				
CUL391 CULLIGAN WATER					
1040973 RENTAL WATER COOLER		460	31-Mar-2018	31-Mar-2018	
10-5-7017300-0336	CONTRACTED SERVICES				81.24
1042430 RENTAL WATER COOLDER		460	31-Mar-2018	31-Mar-2018	
10-5-7017300-0336	CONTRACTED SERVICES				1.65
DOW547 DOWLER KARN					
103042 PROPANE		384	14-Mar-2018	14-Mar-2018	
10-5-7017300-0401	GASOLINE / PROPANE				149.16
103047 PROPANE		460	21-Mar-2018	21-Mar-2018	
10-5-7017300-0401	GASOLINE / PROPANE				198.88
103067 PROPANE		462	04-Apr-2018	04-Apr-2018	
10-5-7017300-0401	GASOLINE / PROPANE				198.88
103397 PROPANE		460	28-Mar-2018	28-Mar-2018	
10-5-7017300-0401	GASOLINE / PROPANE				198.88
104067 PROPANE		384	07-Mar-2018	07-Mar-2018	
10-5-7017300-0401	GASOLINE / PROPANE				149.16
3482555 PROPANE		460	30-Mar-2018	30-Mar-2018	
10-5-7017300-0401	GASOLINE / PROPANE				28.25
EMC530 EMCO CORPORATION					
37558581-00 PLUMBING MAINTENANCE		384	13-Mar-2018	13-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				282.50
37561687-00 PLUMBING PARTS FOR FIELD HOUSE DRESSING TOILETS		489	03-Apr-2018	03-Apr-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				537.88
FCF160 FCFP					
INV111545 SPRINKLER MAINTENANCE		462	09-Apr-2018	09-Apr-2018	
10-5-7017300-0336	CONTRACTED SERVICES				231.09
FIR350 FIRST STOP SERVICES					
3141 SHREDDING SERVICES		460	31-Mar-2018	31-Mar-2018	
10-5-7017300-0301	OFFICE SUPPLIES				14.12
GCD118 G.C. DUKE EQUIPMENT LTD					
01-78330 INDOOR TURF EQUIP		384	16-Mar-2018	16-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				932.25
JAC351 JACK SMITH FUELS LTD					
IN318994 EXTENDED LIFE ANTIFREEZE, 50/50		384	19-Mar-2018	19-Mar-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				1,422.11
IN319646 EXTENDED LIFE ANTIFREEZE 50/50		460	29-Mar-2018	29-Mar-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				1,422.11
IN320198 EXTENDED LIFE ANTIFREEZE 50/50, DRUMS		463	09-Apr-2018	09-Apr-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				1,422.11
IN320661 EXTENDED LIFE ANTIFREEZE 50/50		534	16-Apr-2018	16-Apr-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				1,388.21
JAN268 JANI SAFE INC.					
180900-1 DOG BAGS		384	26-Mar-2018	26-Mar-2018	
10-5-7017300-0318	JANITORIAL				237.30
JOE055 JOE MELOCHE FORD SALES LTD					
RJ09125 OIL CHANGE ON FACILITY VECHILE (DEC 27, 2017)		489	01-Apr-2018	01-Apr-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				56.12
MAL256 MALDEN AUTOMOTIVE					
5294-166109 OIL FOR RA-2		424	29-Mar-2018	29-Mar-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				24.80
MAR003 MAR-CO CLAY PRODUCTS INC					
75456 CLAY FOR BASEBALL DIAMONDS		463	10-Apr-2018	10-Apr-2018	

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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017300	LIBRO				
10-5-7017300-0962	PREMIER BASEBALL FIELD				535.96
MET052 METRO KING PEST CONTROL INC.					
2136	MONTHLY SERVICE AT VARIOUS LOCATIONS	534	28-Feb-2018	28-Feb-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				45.20
10-5-7017300-0317	BUILDING MAINTENANCE				28.25
MOR26 MORNEAU SHEPELL LTD.					
APRIL 2018	754662,754663, 754664, 754665 APRIL 2018	416	01-Apr-2018	01-Apr-2018	
10-5-7017300-0207	BENEFITS - LIFE & DISABIL				180.34
NEL277 NELLA CUTLERY (HAMILTON) INC					
IN2357448	BLADE SHARPENING	384	23-Feb-2018	23-Feb-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				67.80
IN2358225	ICE RESURFACING BLADE SHARPENING	384	09-Mar-2018	09-Mar-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				67.80
IN2359010	RESURFACING BLADE SHARPENING	460	21-Mar-2018	21-Mar-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				33.90
IN2359762	ICE RESURFACING & BLADE SHARPENING	463	05-Apr-2018	05-Apr-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				33.90
PAR26 PARKS AND RECREATION ONTARIO					
20161	MEMBERSHIPS 2018	384	15-Jan-2018	15-Jan-2018	
10-5-7017300-0350	MEMBERSHIPS				494.09
PAR372 PARRLINE ELECTRICAL WHOLESALE					
74627	ELECTRICAL SUPPLIES	384	15-Mar-2018	15-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				73.68
74952	ELECTRICAL SUPPLIES	384	27-Mar-2018	27-Mar-2018	
10-5-7017300-0250	HEALTH AND SAFETY				314.30
75377	ELECTRICAL MAINTENANCE	534	16-Apr-2018	16-Apr-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				98.99
RIX606 RIX CONSUMER SERVICES					
10467	REPAIRS TO AUTO DOORS	384	12-Mar-2018	12-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				559.35
10468	REPAIRS TO AUTO DOORS	384	16-Mar-2018	16-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				203.40
SIM535 SIMPLISTIC LINES INC.					
1732040518	REFIL OF HOLDING TANK WITH WHITE PROF READY TO USE FIELD MARKING PAINT	463	05-Apr-2018	05-Apr-2018	
10-5-7017300-0960	OUTDOOR SOCCER (NAT TURF)				1,993.32
1774111517	REMOVAL & STORAGE OF READY TO USE WHITE FIELD MARKING PAINT (NOV 15, 2017)	463	01-Apr-2018	01-Apr-2018	
10-5-7017300-0960	OUTDOOR SOCCER (NAT TURF)				-988.75
SPA256 SPARTAN SLING MANUFACTURING INC.					
1803329	MAINTENANCE MATERIALS	460	27-Mar-2018	27-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				90.97
THR251 THRASHER SALES & LEASING LTD					
632469	OIL FILTERS FOR # R5-3	386	20-Mar-2018	20-Mar-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				57.43
THY410 THYSSENKRUPP					
1377068	ELEVATOR MAINTENANCE	389	01-Apr-2018	01-Apr-2018	
10-5-7017300-0336	CONTRACTED SERVICES				1,139.35
VOL382 VOLLMER INC.					
W22164	REPAIRS TO 8" GLYCOL PIPING	384	28-Feb-2018	28-Feb-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				7,442.87
W22172	COMPRESSOR REPLACEMENT ON KUBE 5	384	28-Feb-2018	28-Feb-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				23,056.97



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017300 LIBRO					
W22471	REFRIGERATION REPAIRS	384	28-Feb-2018	28-Feb-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				1,178.59
W22655	REFRIGERATION REPAIRS	384	28-Feb-2018	28-Feb-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				999.96
W22664	REFRIGERATION MAINTENANCE	384	28-Feb-2018	28-Feb-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				1,287.53
W22705	REFRIGERATION REPAIRS	384	28-Feb-2018	28-Feb-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				2,176.64
W22783	REFRIGERATION REPAIRS	384	28-Feb-2018	28-Feb-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				3,099.38
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
116452	BUILDING MAINTENANCE	384	13-Mar-2018	13-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				27.67
116633	BUILDING MAINTENANCE	384	20-Mar-2018	20-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				22.53
116844	BUILDING MAINTENANCE	384	28-Mar-2018	28-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				49.69
116915	BUILDING MAINTENANCE	384	29-Mar-2018	29-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				76.65
116918	SUPPLIES FOR GYMNASTICS COMPETITION	460	29-Mar-2018	29-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				192.04
WIN210 WINDSOR FACTORY SUPPLY LTD					
4731250	CABLE TIES	384	19-Mar-2018	19-Mar-2018	
10-5-7017300-0960	OUTDOOR SOCCER (NAT TURF)				230.62
WOL533 WOLSELEY CANADA INC					
6524000	REFRIGERATION SUPPLIES	460	16-Mar-2018	16-Mar-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				353.10
6538963	REFRIGERATION SUPPLIES	460	18-Mar-2018	18-Mar-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				38.87
6538964	REFRIGERATION SUPPLIES	460	18-Mar-2018	18-Mar-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				102.89
Department Totals :					59,897.01

DEPARTMENT 7037140 MALDEN COMMUNITY CENTRE					
EMC530 EMCO CORPORATION					
124608-00	PLUMBING REPAIRS - RETURN	384	08-Mar-2018	08-Mar-2018	
10-5-7037140-0317	BUILDING MAIN. - MALDEN COMM CENTRE P&F				-400.27
37558994-00	PLUMBING REPAIRS	384	28-Feb-2018	28-Feb-2018	
10-5-7037140-0317	BUILDING MAIN. - MALDEN COMM CENTRE P&F				79.30
37558994-01	PLUMBING REPAIRS	384	28-Feb-2018	28-Feb-2018	
10-5-7037140-0317	BUILDING MAIN. - MALDEN COMM CENTRE P&F				69.63
Department Totals :					-251.34

DEPARTMENT 7037610 ACS BUILDING					
EMC530 EMCO CORPORATION					
37559042-00	PLUMBING REPAIRS	384	28-Feb-2018	28-Feb-2018	
10-5-7037610-0317	BUILDING MAIN.-ACS BUILDING P&F				18.59
Department Totals :					18.59

DEPARTMENT 7037620 GORDON HOUSE					
EMC530 EMCO CORPORATION					
37559880-00	PLUMBING REPAIRS	384	08-Mar-2018	08-Mar-2018	



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7037620 GORDON HOUSE					
10-5-7037620-0317	BUILDING MTCE - GORDON HOUSE P&F				32.37
REC09 RECEIVER GENERAL - CANADA REVENUE AGENCY TECHNOLOG					
14262	REPAIRS FOR HVAC	501	30-Mar-2018	30-Mar-2018	
10-5-7037620-0317	BUILDING MTCE - GORDON HOUSE P&F				163.85
Department Totals :					196.22

DEPARTMENT 8010000 PLANNING					
CAN502 CANADIAN ITALIAN BUSINESS & PROFESSIONAL					
APRIL 23, 201E		501	23-Apr-2018	23-Apr-2018	
10-5-8010000-0351	TRAINING, CONVENTIONS & SEMINARS				100.00
LEX123 LEXISNEXIS CANADA INC.					
11130340	ONTARIO MUNICIPAL ACT & COMMENTARY, 2018 EDITION	534	09-Feb-2018	09-Feb-2018	
10-5-8010000-0301	OFFICE SUPPLIES				111.36
MON183 MONARCH OFFICE SUPPLY LTD					
080316	MARCH 2018 PURCHASES	463	28-Mar-2018	28-Mar-2018	
10-5-8010000-0301	OFFICE SUPPLIES				128.39
MOR26 MORNEAU SHEPELL LTD.					
APRIL 2018	754662,754663, 754664, 754665 APRIL 2018	416	01-Apr-2018	01-Apr-2018	
10-5-8010000-0207	BENEFITS - LIFE & DISABIL				16.39
MOU001 MOUSSEAU DELUCA McPHERSON PRINCE					
57004	LEGAL FEES	460	28-Feb-2018	28-Feb-2018	
10-5-8010000-0325	LEGAL FEES				203.40
57005	LEGAL FEES	460	28-Feb-2018	28-Feb-2018	
10-5-8010000-0325	LEGAL FEES				226.00
57163	LEGAL FEES	501	31-Mar-2018	31-Mar-2018	
10-5-8010000-0325	LEGAL FEES				163.85
57164	LEGAL FEES	501	31-Mar-2018	31-Mar-2018	
10-5-8010000-0325	LEGAL FEES				259.90
57165	LEGAL FEES	501	31-Mar-2018	31-Mar-2018	
10-5-8010000-0325	LEGAL FEES				211.88
57166	LEGAL FEES	534	31-Mar-2018	31-Mar-2018	
10-5-8010000-0325	LEGAL FEES				949.20
57167	LEGAL FEES	534	31-Mar-2018	31-Mar-2018	
10-5-8010000-0325	LEGAL FEES				610.20
57168	LEGAL FEES	534	31-Mar-2018	31-Mar-2018	
10-5-8010000-0325	LEGAL FEES				1,335.66
57174	LEGAL FEES	534	30-Mar-2018	30-Mar-2018	
10-5-8010000-0325	LEGAL FEES				500.08
57197	LEGAL FEES	534	31-Mar-2018	31-Mar-2018	
10-5-8010000-0325	LEGAL FEES				1,209.61
57198	LEGAL FEES	534	31-Mar-2018	31-Mar-2018	
10-5-8010000-0325	LEGAL FEES				1,525.50
57199	LEGAL FEES	534	31-Mar-2018	31-Mar-2018	
10-5-8010000-0325	LEGAL FEES				169.50
PUR663 PURE WATER BRAND					
MARCH 2018	MARCH 2018, INVOICES 000264783, 000266056, 000267864,	460	31-Mar-2018	31-Mar-2018	
10-5-8010000-0301	OFFICE SUPPLIES				23.27
WOL072 WOLF HOOKER PROFESSIONAL CORPORATION					
30426	LEGAL FEES	501	09-Apr-2018	09-Apr-2018	
10-5-8010000-0325	LEGAL FEES				4,153.88
Department Totals :					11,898.07



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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 8020000	TOURISM VISITOR INFORMATION CENTRE						
ASI142	A SIGN 4 SUCCESS						
1600				BOOK MARKS	386 21-Mar-2018	21-Mar-2018	
10-5-8020000-0355				PRINTED MATERIAL\PROMOTIONAL PRODUCTS			129.95
BOR177	BORDER CITY EMS						
2018-564				3 MEDICAL STAFF W/FULL EQUIPMENT	462 05-Apr-2018	05-Apr-2018	
10-5-8020000-0340				COMMUNITY EVENTS			875.00
2018-565				3 EMERGENCY MEDICAL STAFF, AUG 3, 4, AND 5, 2018	462 05-Apr-2018	05-Apr-2018	
10-5-8020000-0340				COMMUNITY EVENTS			1,999.00
EXP0H1	EXPLORE PELEE						
1763				AMHERSTBURG UNCOMMON	462 05-Apr-2018	05-Apr-2018	
10-5-8020000-0340				COMMUNITY EVENTS			452.00
IPR571	IPROMOTEU CANADA INC						
115170ZAY				AU T-SHIRTS	386 19-Mar-2018	19-Mar-2018	
10-5-8020000-0355				PRINTED MATERIAL\PROMOTIONAL PRODUCTS			316.17
KIN309	KINGSPORT ENVIRONMENTAL FALCONRY SERVICES INC.						
2018-060				AU	416 02-Apr-2018	02-Apr-2018	
10-5-8020000-0340				COMMUNITY EVENTS			2,480.35
MIC001	MICKLE REBECCA						
3				SINGING FOR AN HOUR - O CANADA - CANADA DAY ENTERTAINMENT (JULY 2017)	386 29-Mar-2018	29-Mar-2018	
10-5-8020000-0340				COMMUNITY EVENTS			200.00
MIT130	MITCHELL SARAH						
18-00011				AMHERSTBURG UNCOMMON FLYER	386 19-Mar-2018	19-Mar-2018	
10-5-8020000-0307				ADVERTISING			50.00
MON183	MONARCH OFFICE SUPPLY LTD						
080316				MARCH 2018 PURCHASES	463 28-Mar-2018	28-Mar-2018	
10-5-8020000-0301				OFFICE SUPPLIES			40.03
MOR26	MORNEAU SHEPELL LTD.						
APRIL 2018				754662,754663, 754664, 754665 APRIL 2018	416 01-Apr-2018	01-Apr-2018	
10-5-8020000-0207				BENEFITS - LIFE & DISABILITY			16.39
PAR26	PARKS AND RECREATION ONTARIO						
20161				MEMBERSHIPS 2018	384 15-Jan-2018	15-Jan-2018	
10-5-8020000-0350				MEMBERSHIPS			494.09
RTT067	RIVER TOWN TIMES						
00095562				ADVERTISING	527 18-Apr-2018	18-Apr-2018	
10-5-8020000-0307				ADVERTISING			87.26
SAR715	SARAH PARKS HORSEMANSHIP						
FEBRUARY 28 CANADA DAY					384 28-Feb-2018	28-Feb-2018	
10-5-8020000-0340				COMMUNITY EVENTS			1,853.20
Department Totals :							8,993.44
DEPARTMENT 8020100	SPECIAL EVENTS & FESTIVALS						
STJ05	ST. JOHN THE BAPTIST CHURCH						
APRIL 5, 2018				REFUND OF SECURITY DEPOSIT HELD FOR PROCESSION OF THE CROSS	416 05-Apr-2018	05-Apr-2018	
10-4-8020100-1306				EVENT REVENUE			250.00
Department Totals :							250.00
Computer Paid Total :							1,790,895.77



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Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000	GENERAL				
AMH19	AMHERSTBURG PAYROLL~TOWN OF				
PP#14-2018	PP#14-2018 PAYROLL TRANSFER	417	05-Apr-2018	05-Apr-2018	
10-1-0000000-0302	WFCU-PAYROLL 6429187				131,216.87
PP#15-2018	PP#15-2018 PAYROLL TRANSFER	457	12-Apr-2018	12-Apr-2018	
10-1-0000000-0302	WFCU-PAYROLL 6429187				141,201.40
PP#16-2018	PP#16-2018 PAYROLL TRANSFER	496	19-Apr-2018	19-Apr-2018	
10-1-0000000-0302	WFCU-PAYROLL 6429187				132,924.15
PP#17-2018	PP#17-2018 PAYROLL TRANSFER	531	26-Apr-2018	26-Apr-2018	
10-1-0000000-0302	WFCU-PAYROLL 6429187				146,671.17
BEL03	BELL MOBILITY INC.				
APR 2018	APRIL 2018 USAGE	521	06-Apr-2018	06-Apr-2018	
80-5-0000000-0345	CELL PHONE				28.95
DIR03	DIRECTOR OF FAMILY RESPONSIBLTY				
APRIL 2018	FAMILY SUPPORT FOR THE MONTH OF APRIL 218	542	26-Apr-2018	26-Apr-2018	
10-2-0000000-1155	A/P - PAYROLL DED. - FAM.				2,565.00
ESS46	ESSEX POWERLINES CORPORATION				
MAR 2018	ELECTRICITY, WATER & SEWAGE MARCH 2018	438	31-Mar-2018	31-Mar-2018	
80-5-0000000-0316	UTILITIES				128.00
GRE03	GREEN SHIELD CANADA				
APR 2018	APRIL 2018 BENEFITS	358	01-Apr-2018	01-Apr-2018	
10-1-0000000-2068	A/R - EMPLOYEE BENEFITS REGULAR				207.11
10-1-0000000-2064	A/R - EMPLOYEE BENEFITS				1,401.02
80-5-0000000-0206	BENEFITS - GREENSHIELD RE - WATER DEPART				1,983.30
80-5-0000000-0205	BENEFITS - GREENSHIELD				4,570.46
MIN24	MINISTRY OF FINANCE-PAYMENT				
APRIL 2018	EHT FOR THE MONTH OF APRIL 208	538	27-Apr-2018	27-Apr-2018	
10-2-0000000-1152	A/P - PAYROLL DED. - EHT				17,057.89
MARCH 2018	EHT FOR THE MONTH OF MARCH 2018	507	31-Mar-2018	31-Mar-2018	
10-2-0000000-1152	A/P - PAYROLL DED. - EHT				18,826.35
OME001	OMERS				
APRIL 2018	OMERS CONTRIBUTION FOR APRIL 2018	536	26-Apr-2018	26-Apr-2018	
10-2-0000000-1144	OMERS PAYABLE				167,262.96
10-2-0000000-1144	OMERS PAYABLE				7,186.02
MARCH 2018	OMERS CONTRIBUTION FOR MARCH 2018	427	05-Apr-2018	05-Apr-2018	
10-2-0000000-1144	OMERS PAYABLE				205,260.86
REC04	RECEIVER GENERAL				
PP#2018-14 FU	PP#2018-14 FULL TIME PAYROLL TAXES	418	05-Apr-2018	05-Apr-2018	
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				38,151.47
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				7,082.60
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				17,030.52
PP#2018-14 PA	PP#2018-14 PART TIME PAYROLL TAXES	418	05-Apr-2018	05-Apr-2018	
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				2,020.62
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				1,023.95
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				3,908.55
PP#2018-15 FU	PP#2018-15 FULL TIME PAY ROLL TAXES	456	12-Apr-2018	12-Apr-2018	
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				46,592.17
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				7,787.81
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				18,855.64
PP#2018-15 PA	PP#2018-15 PART TIME PAYROLL TAXES	456	12-Apr-2018	12-Apr-2018	
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				2,055.70
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				1,045.46
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				3,900.28
PP#2018-16 FU	PP#2018-16 FULL TIME PAYROLL TRANSFER	497	19-Apr-2018	19-Apr-2018	
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				37,225.72
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				6,889.61



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Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000 GENERAL					
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				16,500.20
PP#2018-16 PA PP#2018-16 PART TIME PAYROLL TAXES		497	19-Apr-2018	19-Apr-2018	
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				2,295.70
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				1,153.16
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				4,546.62
PP#2018-17 FU PP#2018-17 FULL TIME PAYROLL TAXES		530	26-Apr-2018	26-Apr-2018	
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				36,896.96
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				16,422.36
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				6,857.31
PP#2018-17 PA PP#2018-17 PART TIME PAYROLL TAXES		530	26-Apr-2018	26-Apr-2018	
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				1,355.73
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				2,950.46
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				7,255.25
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING					
APR 2018 APRIL 2018 BENEFITS		379	01-Apr-2018	01-Apr-2018	
80-5-0000000-0207	BENEFITS - LIFE & DISABILITY				2,301.40
WOR03 WORKPLACE SAFETY & INSURANCE BOARD					
APRIL 2018 APRIL 2018 WSIB PREMIUMS		537	27-Apr-2018	27-Apr-2018	
10-2-0000000-1153	A/P - PAYROLL DED. - WSIB				26,865.75
MARCH 2018 MARCH 2018 WSOB PREMIUMS		495	31-Mar-2018	31-Mar-2018	
10-2-0000000-1153	A/P - PAYROLL DED. - WSIB				32,150.08
10-2-0000000-1153	A/P - PAYROLL DED. - WSIB				-26.30
10-2-0000000-1153	A/P - PAYROLL DED. - WSIB				-2,575.44
Department Totals :					1,327,010.85

DEPARTMENT 1001010 COUNCIL					
BEL03 BELL MOBILITY INC.					
APR 2018 APRIL 2018 USAGE		521	06-Apr-2018	06-Apr-2018	
10-5-1001010-0345	COUNCIL - CELL PHONE EXPENSE				58.39
Department Totals :					58.39

DEPARTMENT 1001020 ADMINISTRATION					
GRE03 GREEN SHIELD CANADA					
APR 2018 APRIL 2018 BENEFITS		358	01-Apr-2018	01-Apr-2018	
10-5-1001020-0206	BENEFITS - GREENSHIELD RE				5,906.72
Department Totals :					5,906.72

DEPARTMENT 1001021 TREASURY					
BEL03 BELL MOBILITY INC.					
APR 2018 APRIL 2018 USAGE		521	06-Apr-2018	06-Apr-2018	
10-5-1001021-0345	CELL PHONE EXPENSE - TREASURY				87.81
BRI459 BRINKS CANADA					
3120330229 SERVICE CHARGES FOR THE MONTH OF APRIL 2018		494	01-Apr-2018	01-Apr-2018	
10-5-1001021-0336	CONTRACTED SERVICES - BRINKS				1,489.80
GRE03 GREEN SHIELD CANADA					
APR 2018 APRIL 2018 BENEFITS		358	01-Apr-2018	01-Apr-2018	
10-5-1001021-0205	BENEFITS - GREENSHIELD				4,461.15
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING					
APR 2018 APRIL 2018 BENEFITS		379	01-Apr-2018	01-Apr-2018	
10-5-1001021-0207	BENEFITS - LIFE & DISABILITY				3,261.74
Department Totals :					9,300.50



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Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description			GL Account Name				
G.L. Account	CC1	CC2	CC3					
DEPARTMENT 1001022				CLERKS				
BEL03	BELL MOBILITY INC.							
APR 2018	APRIL 2018 USAGE				521	06-Apr-2018	06-Apr-2018	
10-5-1001022-0345				CELL PHONE EXPENSE - CLERKS				150.42
GRE03	GREEN SHIELD CANADA							
APR 2018	APRIL 2018 BENEFITS				358	01-Apr-2018	01-Apr-2018	
10-5-1001022-0205				BENEFITS - GREENSHIELD - CLERKS				974.68
10-5-1001022-0205				BENEFITS - GREENSHIELD - CLERKS				524.13
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2018	APRIL 2018 BENEFITS				379	01-Apr-2018	01-Apr-2018	
10-5-1001022-0207				BENEFITS - LIFE & DISABIL - CLERKS				906.52
Department Totals :								2,555.75
DEPARTMENT 1001023				C.A.O.				
BEL03	BELL MOBILITY INC.							
APR 2018	APRIL 2018 USAGE				521	06-Apr-2018	06-Apr-2018	
10-5-1001023-0345				CELL PHONE				504.22
GRE03	GREEN SHIELD CANADA							
APR 2018	APRIL 2018 BENEFITS				358	01-Apr-2018	01-Apr-2018	
10-5-1001023-0205				BENEFITS - GREENSHIELD - C.A.O.				1,462.02
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2018	APRIL 2018 BENEFITS				379	01-Apr-2018	01-Apr-2018	
10-5-1001023-0207				BENEFITS - LIFE & DISABIL - C.A.O.				886.29
Department Totals :								2,852.53
DEPARTMENT 1001024				HUMAN RESOURCES				
BEL03	BELL MOBILITY INC.							
APR 2018	APRIL 2018 USAGE				521	06-Apr-2018	06-Apr-2018	
10-5-1001024-0345				CELL PHONE				88.83
GRE03	GREEN SHIELD CANADA							
APR 2018	APRIL 2018 BENEFITS				358	01-Apr-2018	01-Apr-2018	
10-5-1001024-0205				BENEFITS - GREENSHIELD - HUMAN RESOURCES				974.68
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2018	APRIL 2018 BENEFITS				379	01-Apr-2018	01-Apr-2018	
10-5-1001024-0207				BENEFITS - LIFE & DISABIL - HUMAN RESOUR				784.07
Department Totals :								1,847.58
DEPARTMENT 1001025				INFORMATION TECHNOLOGY				
BEL01	BELL CANADA							
APR 2018	APRIL 2018 MONTHLY CHARGES				451	11-Apr-2018	11-Apr-2018	
10-5-1001025-0315				TELEPHONE				1,193.74
MAR 2018	MARCH 2018 MONTHLY CHARGES				378	18-Mar-2018	18-Mar-2018	
10-5-1001025-0315				TELEPHONE				89.47
BEL03	BELL MOBILITY INC.							
APR 2018	APRIL 2018 USAGE				521	06-Apr-2018	06-Apr-2018	
10-5-1001025-0345				CELL PHONE				157.11
10-5-1001025-0332				INTERNET ACCESS				318.92
BEL12	BELL CANADA							
APR 2018	APRIL 2018 SERVICES				452	01-Apr-2018	01-Apr-2018	
10-5-1001025-0315				TELEPHONE				161.23
COG02	COGECO PAYMENT CENTRE							
APR 2018	APRIL 2018 INTERNET				350	01-Apr-2018	01-Apr-2018	
10-5-1001025-0332				INTERNET ACCESS				180.74



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Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 1001025	INFORMATION TECHNOLOGY				
10-5-1001025-0332	INTERNET ACCESS				115.20
10-5-1001025-0332	INTERNET ACCESS				141.19
GRE03 GREEN SHIELD CANADA					
APR 2018 APRIL 2018 BENEFITS		358	01-Apr-2018	01-Apr-2018	
10-5-1001025-0205	BENEFITS - GREENSHIELD				1,670.18
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING					
APR 2018 APRIL 2018 BENEFITS		379	01-Apr-2018	01-Apr-2018	
10-5-1001025-0207	BENEFITS - LIFE & DISABILITY				988.41
Department Totals :					5,016.19

DEPARTMENT 2010000	FIRE DEPARTMENT				
BEL03 BELL MOBILITY INC.					
APR 2018 APRIL 2018 USAGE		521	06-Apr-2018	06-Apr-2018	
10-5-2010000-0345	FIRE - CELL PHONE EXPENSE				364.53
BEL900 BELL CANADA					
APR 2018 APRIL 2018 EMERGENCY PREPARDNESS		515	01-Apr-2018	01-Apr-2018	
10-5-2010000-0800	EMERGENCY OPERATIONS CENTRE EXPENSES				219.52
COG02 COGECO PAYMENT CENTRE					
APR 2018 APRIL 2018 INTERNET		350	01-Apr-2018	01-Apr-2018	
10-5-2010000-0251	FIRE PREVENTION & TRAININ				76.83
GRE03 GREEN SHIELD CANADA					
APR 2018 APRIL 2018 BENEFITS		358	01-Apr-2018	01-Apr-2018	
10-5-2010000-0205	BENEFITS - GREENSHIELD - FIRE				4,279.62
10-5-2010000-0206	BENEFITS - GREENSHIELD RE				2,678.60
HYD02 HYDRO ONE NETWORKS					
MAR 2018 EME 2N CONC LOT 10, SIRENS		362	07-Mar-2018	07-Mar-2018	
10-5-2010000-0800	EMERGENCY OPERATIONS CENTRE EXPENSES				39.99
MAR 2018 EME 2S CONC LOT 20, SIRENS		380	14-Mar-2018	14-Mar-2018	
10-5-2010000-0800	EMERGENCY OPERATIONS CENTRE EXPENSES				39.99
SHA253 SHAW DIRECT					
APR 2018 APRIL 3-MAY 2, 2018 SATELLITE		441	04-Apr-2018	04-Apr-2018	
10-5-2010000-0800	EMERGENCY OPERATIONS CENTRE EXPENSES				79.10
SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING					
APR 2018 APRIL 2018 BENEFITS		379	01-Apr-2018	01-Apr-2018	
10-5-2010000-0207	BENEFITS - LIFE & DISABIL				2,509.49
WOR03 WORKPLACE SAFETY & INSURANCE BOARD					
APRIL 2018 APRIL 2018 WSIB PREMIUMS		537	27-Apr-2018	27-Apr-2018	
10-5-2010000-0208	BENEFITS - WORKER'S COMP.				1,565.20
MARCH 2018 MARCH 2018 WSOB PREMIUMS		495	31-Mar-2018	31-Mar-2018	
10-5-2010000-0208	BENEFITS - WORKER'S COMP.				1,565.20
Department Totals :					13,418.07

DEPARTMENT 2020000	POLICE DEPARTMENT				
BEL01 BELL CANADA					
APR 2018 APRIL 2018 MONTHLY CHARGES		451	11-Apr-2018	11-Apr-2018	
10-5-2020000-0315	TELEPHONE				508.04
BEL03 BELL MOBILITY INC.					
APR 2018 APRIL 2018 USAGE		521	06-Apr-2018	06-Apr-2018	
10-5-2020000-0315	TELEPHONE				631.87
10-5-2020000-0406	GPS COMMUNICATION				-62.04
10-5-2020000-0332	INTERNET ACCESS				17.23
COG02 COGECO PAYMENT CENTRE					
APR 2018 APRIL 2018 INTERNET		350	01-Apr-2018	01-Apr-2018	



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Invoice No.	Description								
G.L. Account	CC1	CC2	CC3	GL Account Name					
DEPARTMENT 2020000		POLICE DEPARTMENT							
10-5-2020000-0332				INTERNET ACCESS				152.49	
ESS46		ESSEX POWERLINES CORPORATION							
MAR 2018	ELECTRICITY, WATER & SEWAGE MARCH 2018				438	31-Mar-2018	31-Mar-2018		
10-5-2020000-0316				UTILITIES - POLICE DEPT				1,612.54	
GRE03		GREEN SHIELD CANADA							
APR 2018	APRIL 2018 BENEFITS				358	01-Apr-2018	01-Apr-2018		
10-5-2020000-0205				BENEFITS - GREENSHIELD				17,781.08	
10-5-2020000-0206				BENEFITS - GREENSHIELD RE				11,185.19	
SUN11		SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2018	APRIL 2018 BENEFITS				379	01-Apr-2018	01-Apr-2018		
10-5-2020000-0207				BENEFITS - LIFE & DISABIL				14,855.78	
UNI01		UNION GAS LTD							
MAR 2018	MARCH 2018 MONTHLY CHARGES				390	29-Mar-2018	29-Mar-2018		
10-5-2020000-0316				UTILITIES - POLICE DEPT				374.37	
WOR03		WORKPLACE SAFETY & INSURANCE BOARD							
APRIL 2018	APRIL 2018 WSIB PREMIUMS				537	27-Apr-2018	27-Apr-2018		
10-5-2020000-0208				BENEFITS - WORKER'S COMP.				240.80	
MARCH 2018	MARCH 2018 WSOB PREMIUMS				495	31-Mar-2018	31-Mar-2018		
10-5-2020000-0208				BENEFITS - WORKER'S COMP.				240.80	
Department Totals :								47,538.15	
DEPARTMENT 2043010		BUILDING DEPARTMENT							
BEL03		BELL MOBILITY INC.							
APR 2018	APRIL 2018 USAGE				521	06-Apr-2018	06-Apr-2018		
10-5-2043010-0345				BLDG. - CELL PHONE EXPENSE				57.33	
GRE03		GREEN SHIELD CANADA							
APR 2018	APRIL 2018 BENEFITS				358	01-Apr-2018	01-Apr-2018		
10-5-2043010-0206				BENEFITS - GREENSHIELD RE				2,544.75	
10-5-2043010-0205				BENEFITS - GREENSHIELD				1,247.27	
SUN11		SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2018	APRIL 2018 BENEFITS				379	01-Apr-2018	01-Apr-2018		
10-5-2043010-0207				BENEFITS - LIFE & DISABIL				685.73	
Department Totals :								4,535.08	
DEPARTMENT 2043015		LICENSING AND ENFORCEMENT							
BEL03		BELL MOBILITY INC.							
APR 2018	APRIL 2018 USAGE				521	06-Apr-2018	06-Apr-2018		
10-5-2043015-0345				BY-LAW ENF. - CELL PHONE EXPENSE				113.12	
10-5-2043015-0345				BY-LAW ENF. - CELL PHONE EXPENSE				56.50	
GRE03		GREEN SHIELD CANADA							
APR 2018	APRIL 2018 BENEFITS				358	01-Apr-2018	01-Apr-2018		
10-5-2043015-0205				BENEFITS - GREENSHIELD				1,535.60	
SUN11		SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2018	APRIL 2018 BENEFITS				379	01-Apr-2018	01-Apr-2018		
10-5-2043015-0207				BENEFITS - LIFE & DISABILITY				841.53	
Department Totals :								2,546.75	
DEPARTMENT 3010000		PUBLIC WORKS							
BEL03		BELL MOBILITY INC.							
APR 2018	APRIL 2018 USAGE				521	06-Apr-2018	06-Apr-2018		
10-5-3010000-0345				P.W. - CELL PHONE				474.87	
GRE03		GREEN SHIELD CANADA							



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Invoice No.	Description								
G.L. Account	CC1	CC2	CC3	GL Account Name					
DEPARTMENT 3010000		PUBLIC WORKS							
APR 2018	APRIL 2018 BENEFITS				358	01-Apr-2018	01-Apr-2018		
10-5-3010000-0205				BENEFITS - GREENSHIELD				6,142.40	
10-5-3010000-0206				BENEFITS - GREENSHIELD RE				9,255.25	
SUN11		SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2018	APRIL 2018 BENEFITS				379	01-Apr-2018	01-Apr-2018		
10-5-3010000-0207				BENEFITS - LIFE & DISABIL				3,645.53	
Department Totals :								19,518.05	
DEPARTMENT 3050000		STREET LIGHTING							
ESS46		ESSEX POWERLINES CORPORATION							
MAR 2018	ELECTRICITY, WATER & SEWAGE MARCH 2018				438	31-Mar-2018	31-Mar-2018		
10-5-3050000-0316				UTILITIES				12,547.35	
Department Totals :								12,547.35	
DEPARTMENT 3250000		TRAFFIC CONTROL							
ESS46		ESSEX POWERLINES CORPORATION							
MAR 2018	ELECTRICITY, WATER & SEWAGE MARCH 2018				438	31-Mar-2018	31-Mar-2018		
10-5-3250000-0316				UTILITIES - TRAFFIC LIGHTS				987.69	
Department Totals :								987.69	
DEPARTMENT 4017740		AMHERSTBURG SEWERS							
ESS46		ESSEX POWERLINES CORPORATION							
MAR 2018	ELECTRICITY, WATER & SEWAGE MARCH 2018				438	31-Mar-2018	31-Mar-2018		
10-5-4017740-0316				UTILITIES - SEWERS				25,312.74	
UNI01		UNION GAS LTD							
MAR 2018	MARCH 2018 MONTHLY CHARGES				390	29-Mar-2018	29-Mar-2018		
10-5-4017740-0316				UTILITIES - SEWERS				2,594.42	
Department Totals :								27,907.16	
DEPARTMENT 4017755		MCLEOD SBR SEWER							
UNI01		UNION GAS LTD							
MAR 2018	MARCH 2018 MONTHLY CHARGES				390	29-Mar-2018	29-Mar-2018		
10-5-4017755-0316				UTILITIES				261.00	
Department Totals :								261.00	
DEPARTMENT 7010000		PARKS AND RECREATION PROGRAMMING							
BEL03		BELL MOBILITY INC.							
APR 2018	APRIL 2018 USAGE				521	06-Apr-2018	06-Apr-2018		
10-5-7010000-0345				CELL PHONE EXPENSE				63.88	
GRE03		GREEN SHIELD CANADA							
APR 2018	APRIL 2018 BENEFITS				358	01-Apr-2018	01-Apr-2018		
10-5-7010000-0205				BENEFITS - GREENSHIELD				487.34	
PEP01		PEPSI BOTTLING GROUP (CANADA) CO							
30459805	CONCESSION PURCHASE				376	13-Mar-2018	13-Mar-2018		
10-5-7010000-0384				CONCESSION PRODUCT				1,179.48	
SUN11		SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2018	APRIL 2018 BENEFITS				379	01-Apr-2018	01-Apr-2018		
10-5-7010000-0207				BENEFITS - LIFE & DISABILITY				367.60	
Department Totals :								2,098.30	
DEPARTMENT 7010160		LION'S POOL PROGRAMMING							



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 01-Apr-2018 To 30-Apr-2018
 Bank : 1 To 99
 Class : All

Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 7010160	LION'S POOL PROGRAMMING							
ESS46	ESSEX POWERLINES CORPORATION							
MAR 2018	ELECTRICITY, WATER & SEWAGE MARCH 2018				438	31-Mar-2018	31-Mar-2018	
10-5-7010160-0316	UTILITIES - LIONS POOL							182.42
Department Totals :								182.42

Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 7017000	PARKS MAINTENANCE							
BEL03	BELL MOBILITY INC.							
APR 2018	APRIL 2018 USAGE				521	06-Apr-2018	06-Apr-2018	
10-5-7017000-0345	CELL PHONE EXPENSE - PARKS MAINTENANCE							51.70
GRE03	GREEN SHIELD CANADA							
APR 2018	APRIL 2018 BENEFITS				358	01-Apr-2018	01-Apr-2018	
10-5-7017000-0205	BENEFITS - GREENSHIELD - PARKS & GROUNDS							3,205.19
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2018	APRIL 2018 BENEFITS				379	01-Apr-2018	01-Apr-2018	
10-5-7017000-0207	BENEFITS - LIFE & DISABIL - PARKS & GRDS							1,793.08
Department Totals :								5,049.97

Vendor Code	Vendor Name				Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
DEPARTMENT 7017002	FACILITIES							
BEL03	BELL MOBILITY INC.							
APR 2018	APRIL 2018 USAGE				521	06-Apr-2018	06-Apr-2018	
10-5-7017002-0345	CELL PHONE							121.20
ESS46	ESSEX POWERLINES CORPORATION							
MAR 2018	ELECTRICITY, WATER & SEWAGE MARCH 2018				438	31-Mar-2018	31-Mar-2018	
10-5-7017002-0316	SCOUT			FACILITIES - UTILITIES				177.54
10-5-7017002-0316	CENTW			FACILITIES - UTILITIES				272.90
10-5-7017002-0316	ACS			FACILITIES - UTILITIES				687.93
10-5-7017002-0316	PWD			FACILITIES - UTILITIES				1,183.02
10-5-7017002-0316	TODDY			FACILITIES - UTILITIES				651.29
10-5-7017002-0316	99THOM			FACILITIES - UTILITIES				150.40
10-5-7017002-0316	BELLEV			FACILITIES - UTILITIES				51.21
10-5-7017002-0316	TOWN			FACILITIES - UTILITIES				1,583.03
10-5-7017002-0316	KNYP			FACILITIES - UTILITIES				643.01
10-5-7017002-0316	GORDO			FACILITIES - UTILITIES				218.86
10-5-7017002-0316	WIGLE			FACILITIES - UTILITIES				156.93
10-5-7017002-0316	NORTH			FACILITIES - UTILITIES				108.70
REL002	RELIANCE HOME COMFORT							
MAR 2018	MARCH 2018 RENTAL CHARGES				412	30-Mar-2018	30-Mar-2018	
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES				27.12
10-5-7017002-0316	PARKBL			FACILITIES - UTILITIES				76.35
UNI01	UNION GAS LTD							
MAR 2018	MARCH 2018 MONTHLY CHARGES				390	29-Mar-2018	29-Mar-2018	
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES				230.64
10-5-7017002-0316	MALCOM			FACILITIES - UTILITIES				23.73
10-5-7017002-0316	CENTW			FACILITIES - UTILITIES				52.77
10-5-7017002-0316	ACS			FACILITIES - UTILITIES				160.13
10-5-7017002-0316	GORDO			FACILITIES - UTILITIES				260.18
10-5-7017002-0316	SCOUT			FACILITIES - UTILITIES				194.63
10-5-7017002-0316	TOWN			FACILITIES - UTILITIES				584.41
10-5-7017002-0316	TOWN			FACILITIES - UTILITIES				367.24
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES				367.23
10-5-7017002-0316	PWD			FACILITIES - UTILITIES				252.45
10-5-7017002-0316	TOWN			FACILITIES - UTILITIES				204.09
10-5-7017002-0316	FIRE			FACILITIES - UTILITIES				204.08
10-5-7017002-0316	KNYP			FACILITIES - UTILITIES				123.87
10-5-7017002-0316	PWD			FACILITIES - UTILITIES				1,273.74
10-5-7017002-0316	PWD			FACILITIES - UTILITIES				449.40



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 01-Apr-2018 To 30-Apr-2018
 Bank : 1 To 99
 Class : All

Vendor Code	Vendor Name	Batch	Inv Date	Inv Due Date	Amount
Invoice No.	Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 7017002 FACILITIES

Department Totals : 10,858.08

DEPARTMENT 7017300 LIBRO

BEL03 BELL MOBILITY INC.

APR 2018 APRIL 2018 USAGE 521 06-Apr-2018 06-Apr-2018
 10-5-7017300-0345 CELL PHONE - ARENA 56.98

ESS46 ESSEX POWERLINES CORPORATION

MAR 2018 ELECTRICITY, WATER & SEWAGE MARCH 2018 438 31-Mar-2018 31-Mar-2018
 10-5-7017300-0316 UTILITIES 2,234.16

GRE03 GREEN SHIELD CANADA

APR 2018 APRIL 2018 BENEFITS 358 01-Apr-2018 01-Apr-2018
 10-5-7017300-0205 BENEFITS - GREENSHIELD 3,351.90
 10-5-7017300-0206 BENEFITS - GREENSHIELD RE 2,278.74

HYD02 HYDRO ONE NETWORKS

MAR 2018 LIBRO USAGE 453 31-Mar-2018 31-Mar-2018
 10-5-7017300-0316 UTILITIES 194.69
 10-5-7017300-0316 UTILITIES 47,530.26
 10-5-7017300-0316 UTILITIES 86.21

SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING

APR 2018 APRIL 2018 BENEFITS 379 01-Apr-2018 01-Apr-2018
 10-5-7017300-0207 BENEFITS - LIFE & DISABIL 1,185.49

UNI01 UNION GAS LTD

MAR 2018 MARCH 2018 MONTHLY CHARGES 390 29-Mar-2018 29-Mar-2018
 10-5-7017300-0316 UTILITIES 8,189.54

Department Totals : 65,107.97

DEPARTMENT 7027510 AMHERSTBURG LIBRARY

ESS46 ESSEX POWERLINES CORPORATION

MAR 2018 ELECTRICITY, WATER & SEWAGE MARCH 2018 438 31-Mar-2018 31-Mar-2018
 10-5-7027510-0317 CARNEGIE LIBRARY - BUILDING MAIN 51.21

Department Totals : 51.21

DEPARTMENT 8010000 PLANNING

BEL03 BELL MOBILITY INC.

APR 2018 APRIL 2018 USAGE 521 06-Apr-2018 06-Apr-2018
 10-5-8010000-0345 CELL PHONE 118.93

CER125 CERIDIAN CANADA LTD

IN128931 FEB 1-28, 2018 PROF HR AND EMPLOYMENT LAW ADVICE 347 19-Mar-2018 19-Mar-2018
 10-5-8010000-0325 LEGAL FEES 3,322.20

GRE03 GREEN SHIELD CANADA

APR 2018 APRIL 2018 BENEFITS 358 01-Apr-2018 01-Apr-2018
 10-5-8010000-0205 BENEFITS - GREENSHIELD 1,498.81
 10-5-8010000-0206 BENEFITS - GREENSHIELD RETIREES 1,171.56

SUN11 SUN LIFE ASSURANCE CO. OF CANADA - BILLING

APR 2018 APRIL 2018 BENEFITS 379 01-Apr-2018 01-Apr-2018
 10-5-8010000-0207 BENEFITS - LIFE & DISABIL 1,242.07

Department Totals : 7,353.57

DEPARTMENT 8020000 TOURISM VISITOR INFORMATION CENTRE

BEL03 BELL MOBILITY INC.

APR 2018 APRIL 2018 USAGE 521 06-Apr-2018 06-Apr-2018
 10-5-8020000-0345 CELL PHONE 219.77



Vendor : 001 To ZUL180

Batch : All

Department : All

EFT Paid Date : 01-Apr-2018 To 30-Apr-2018

Bank : 1 To 99

Class : All

Vendor Code	Vendor Name	Description			Batch	Inv Date	Inv Due Date	Amount
Invoice No.		CC1	CC2	CC3	GL Account Name			
G.L. Account								
DEPARTMENT 8020000					TOURISM VISITOR INFORMATION CENTRE			
GRE03	GREEN SHIELD CANADA							
APR 2018	APRIL 2018 BENEFITS					358	01-Apr-2018	01-Apr-2018
10-5-8020000-0205					BENEFITS - GREENSHIELD - TOURISM			974.68
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING							
APR 2018	APRIL 2018 BENEFITS					379	01-Apr-2018	01-Apr-2018
10-5-8020000-0207					BENEFITS - LIFE & DISABILITY			620.15
Department Totals :								1,814.60

EFT Paid Total : 1,576,323.93

Total Unpaid for Approval :	0.00
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	1,790,895.77
Total EFT Paid for Approval :	1,576,323.93
Grand Total ITEMS for Approval :	3,367,219.70



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF THE CAO

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Giovanni (John) Miceli	Report Date: April 16, 2018
Author's Phone: 519 736-0012 ext. 2228	Date to Council: May 14, 2018
Author's E-mail: jmiceli@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Information Update – Former General Chemical property

1. RECOMMENDATION:

It is recommended that:

1. The report from the Chief Administrative Officer dated April 16, 2018, regarding the former General Chemical property **BE RECEIVED for information.**

2. BACKGROUND:

Demolition and remediation of the former General Chemical property is being addressed by Amherstburg Land Holdings (ALH) and have had carriage of the property since 2011. The last update provided to the Town from ALH was in June 2016. At that time ALH indicated that work on the site would be completed in 2017.

3. DISCUSSION:

Since acquiring the site ALH has completed the decommissioning process for the storage lagoons, removed the oil tanks on site, and have completed all production facility demolitions on the property. Permits have been issued for demolition of the last three ancillary buildings on the property and will be complete in short order. Soil capping, soil removal, surface grading, as well as the vegetation cover program on the Soda Ash Settling Basins are progressing throughout the remediation of the manufacturing property.

The Ministry of Environment and Climate Change (MOECC) has asked the Town to look into the prohibition of well drilling/use in the affected area. Once the area is identified by the MOECC, Administration will develop the necessary by-law to govern future use for Council's review.

ALH has been moving through this remediation process under the approved plans of the Ministry of Environment and Climate Change (MOECC) to ensure all remediation standards and the protection of human health and the environment are met and anticipate receipt of a Certificate of Property Use from the MOECC in 2018.

4. RISK ANALYSIS:

The remediation at the site is governed through the MOECC and provides minimal to no risk for the town as the responsibility of this matter lies with the Province of Ontario and not the municipality.

5. FINANCIAL MATTERS:

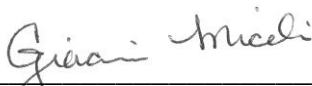
There is no financial cost to the town during this remediation process. To date revenue from the demolition permits total \$16,050.00 and property taxes are collected each year to the approximate value of \$236, 000 for all land parcels in 2017; however are subject to vacancy rebate applications that are still on going.

6. CONSULTATIONS:

N/A

7. CONCLUSION:

Amherstburg Land Holdings is progressing through the remediation process under the guidelines and standards as outlined by the Ministry of Environment and Climate Change and anticipate completion in 2018.



Giovanni (John) Miceli
Chief Administrative Officer

GJM

Report Approval Details

Document Title:	Information Update - Former General Chemical property.docx
Attachments:	N/A
Final Approval Date:	May 9, 2018

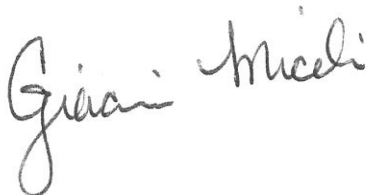
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - May 2, 2018 - 4:27 PM



Task assigned to Cheryl Horrobin was completed by Justin Rousseau - May 4, 2018 - 11:43 AM



John Miceli - May 7, 2018 - 10:39 AM



Paula Parker - May 9, 2018 - 10:06 AM

**Essex County
Nurse Practitioner-Led Clinic**

35 Victoria Avenue, Unit 6
Essex, ON N8M 1M4
Tel: 519-776-6856
Fax: 519-776-6856

**Clinique dirigée par du personnel
infirmier praticien du comté d'Essex**

35, avenue Victoria, bureau 6
Essex, ON N8M 1M4
Téléphone: 519-776-6856
Télécopieur: 519-776-6856

Giovanni (John) Miceli
Chief Administrative Officer
Town of Amherstburg
271 Sandwich St. South, Amherstburg, ON,
N9V 2A5

Dear John

I am very pleased to share with you that on April 30, 2018 I received notification from the Ministry of Health and Long Term Care that the application to expand access to Interprofessional Primary Care Teams to the community of Amherstburg was approved. Through this expansion, the Essex County Nurse Practitioner Led Clinic is committed to providing services to the unattached patient population in the town of Amherstburg with a focus on patients that are at risk of prevalence of chronic disease or frail/elderly. The expansion will provide three (3) full time Nurse Practitioners, a Physiotherapy (0.5 FTE), a Registered Dietitian (0.5 FTE), a Health Promoter (0.5 FTE), a Social Worker (0.5 FTE), a full time Registered Practical Nurse, a full time Receptionist and a full time Office Administrator. This team will target 2400 patients.

The Essex County Nurse Practitioner Led Clinic is very much looking forward to working with you and the town of Amherstburg to provide this unique and valuable service to the residents of the town of Amherstburg. On behalf of the Board and staff of the Essex County Nurse Practitioner Led Clinic I would like to thank Mayor Aldo Dicarolo, the Members of Council and you for all your help and support during the application process. I look forward to working with you.

Sincerely



Pauline Gemmell
Executive Director



Mailed — 121-MP'S
April 10/18 22- Senator

The Corporation of the
TOWNSHIP OF BALDWIN
P.O. Box 7095, 11 Spooner Street
MCKERROW, ONTARIO
POP 1M0

TEL: (705) 869-0225 FAX: (705) 869-5049

April 9th 2018

Dear Members of Parliament, House of Commons,

In our absence from being able to speak in person on this matter of Bill C-71, I request that our esteemed colleagues from the Canadian Shooting Sports Association (CSSA) be allowed to speak on our behalf. These folks are well versed in the existing firearms legislation and licensing requirements in Canada and can easily explain to non-firearm's owners current legislation already in place and the rigorous criteria needed to obtain a Firearms License or PAL that is required before any person can purchase any firearm or any ammunition.

We have listened to both sides of the debate concerning bill C-71 and have also done extensive reading on the matter, reviewed the flawed statistics charts that single out the lowest year of crime in 40 years and use it as a base point for increase or decrease. Its unfortunate that the Federal Government and News Media do not realize what's contained in the currant legislation that is already in place and has been since the mid 1990's. Rather than create new legislation, why not spend the time and money in enforcing the laws that are on the books today that never really seems to matter as a deterrent to the criminal and gang element?

The RCMP daily checks all Firearms License holders (Commonly called Firearms License or PAL) in Canada for any wrong doing and that is more than sufficient without putting additional or duplicate checks in place.

Simply enforce the laws that are in place now without putting new ones in place.

We have heard numerous times that a Police Officer needs to know what firearms he may be facing each time he comes to a residence. That statement, if applied, creates a very false sense of security because if the answer came back and said “no firearms” and he/she proceeds with that thought in mind, and it just happens to be a criminal with illegal firearms, then what happens? However, the Police know better than that and always proceed with caution to any domestic dispute but the Media like to glamourize it as a selling point for any proposed new gun legislation.

The Conservation Officers (CO'S) in this province during a single hunting season encounter more law-abiding people with firearms than most police officers would in their entire career. Many of these encounters are often in very remote locations with no cell service. There are no issues with their checks due to the fact that the majority of all firearms owners are very responsible citizens. For those folks that are unsure of a “Conservation Officer's” duty, they are officers that work for the MNRF enforcing all the hunting and fishing laws in all parts of the province.

Much of our country was founded and built with the use of firearms first in the fur trade and then in the rebellions/uprisings in the 1700's and 1800's and then the wars.

Many Canadian families have a long list of service in the military in WW 1 and WW2 and Foreign Wars with many being left overseas at very young ages. These folks fought for some of the rights and the privileges that we have today.

Trapping has been and still is a way of life for generations in many families.

For many Ontarian's firearms are a part of their lifestyle and culture and heritage especially those living in the north and even to some extent those in the GTA.

I'm asking that you make a wise move and cancel Bill C-71 and simply enforce the legislation that is in place.

Thanks very much,

Sincerely.

**Mayor Vern Gorham,
Township of Baldwin.**

THE CORPORATION OF THE TOWNSHIP OF BALDWIN

MOVED BY: David Fairbairn DATE: April 9th, 2018
 SECONDED BY: B. McDowell MOTION NO.: 18-39

NOW THEREFORE BE IT RESOLVED THAT: The Township of Baldwin send the attached explanatory letter to all Municipalities in Ontario for their support via e-mail as well as by Canada Post to all MP'S and Senators that represent our Province of Ontario.
 We don't need bill C-71 and it should be quashed without further ado.



Carried ✓ Defeated _____ Mayor [Signature]

RECORDED VOTE	FOR	AGAINST
Vern Gorham	✓	
David Fairbairn	✓	
Texas MacDonald	✓	
Ray Maltais	✓	
Bert McDowell	✓	

2018 April 30

To: Mayors and Chief Administrative Officers

RE: **Notice of Action under Ontario Regulation 199/03
West Nile Virus Response – Larviciding**

On May 31, 2003, the Province of Ontario published Ontario Regulation 199/03 that requires the Medical Officer of Health to make a determination based on a local risk assessment whether action is required by municipalities to decrease the risk of West Nile Virus (WNV). Ontario Regulation 199/03 provides a table to guide in the determination of a WNV response. A copy of this Regulation and Table is attached.

From 2003 through 2017 the Health Unit conducted a comprehensive West Nile Virus (WNV) surveillance program that included human, mosquito and larvae. The exact number of WNV human cases in Windsor-Essex County from 2002-2017 is presented in the attached Appendix A.

The majority of humans infected with WNV are asymptomatic; however, some can have non-neurological symptoms, such as fever or rash, while very few will progress to neurological symptoms such as encephalitis. It is estimated that less than one percent of infections will have neurological complications.

In accordance with Ontario Regulation 199/03, I am making a formal Notice of Action required to decrease the risk of West Nile Virus to persons in the Health Unit area of Windsor-Essex County. Given the virus continues to be found in the mosquito population, larviciding is a prudent measure to undertake at this time. I have determined that, in accordance with Table 1 of Ontario Regulation 199/03, it is appropriate to larvicide catch basins and standing/surface water indicated as potential breeding sites within two kilometres of an urban area. This Notice of Action mandates action by the municipalities for lands under their jurisdiction and supports applications to the Ministry of Environment for the application of larvicide on private lands.

Pestalto Environmental Health Services Inc. (Pestalto) has been selected as the Consultant/Provider for the 2018 WNV Larviciding Program for Windsor-Essex. Municipalities will be required to pay for the entire program up front as has been done in past years. Once the program funding/budget is formally approved by the Ministry, the Health Unit will then be able to reimburse the municipalities for their individual share of the provincial contribution. As in past years, the Health Unit is willing to coordinate this program and invoice each municipality for their shared costs. Any cost above and beyond the approved ministry budget will be billed at hundred percent of the cost to the municipalities.

Please find enclosed a template that can be used to document your municipality's consent for larviciding. This will be needed by Pestalto to support the specific permit application to the Ministry of Environment. The application to the Ministry of Environment will form the details of the requirements for action under Ontario Regulation 199/03. If you would forward a copy of your signed letter to the WNV program secretary at rstdenis@wechu.org by Friday, May 4, 2018 that would be appreciated.

continued...

Letter to Mayors and Chief Administrative Officers
Re: Notice of Action under Ontario Regulation 199/03
West Nile Virus Response – Larviciding
2018 April 30
Page 2

As was the case in previous years, I feel it would be of benefit to each municipality if a coordinated strategy for larviciding could be developed, and it is my intention to continue to work with such a strategy.

Please note that if Windsor-Essex continues to experience record-breaking milder than normal weather conditions, this will impact the strategy/commencement of the program.

Furthermore, Dr. Wajid Ahmed will continue to steer the WNV program planning meetings consisting of members of the health unit management team, the service provider 'Pestalto', and a representative(s) from your municipality.

Thank you for your continued assistance in this important issue. If you have any questions, please do not hesitate to get in touch with me at 258-2146, ext. 1439.

Sincerely,



Dr. Wajid Ahmed,
Acting Medical Officer of Health

Attachments: Ontario Reg. 199/03
Appendix A
Municipal Template to Support Larviciding/Pesticide Application (email to rstdenis@wechu.org
by May 4, 2018).

cc: WNV Program Planning Representatives
Windsor – Mayor, CAO
Tecumseh – Mayor, CAO
Amherstburg – Mayor, CAO
Essex – Mayor, CAO
Kingsville – Mayor, CAO
Lakeshore – Mayor, CAO
LaSalle – Mayor, CAO
Leamington – Mayor, CAO
County of Essex – CAO
Pestalto Environmental Products Inc.

Health Protection and Promotion Act
Loi sur la protection et la promotion de la santé

ONTARIO REGULATION 199/03
CONTROL OF WEST NILE VIRUS

Consolidation Period: From June 19, 2009 to the [e-Laws currency date](#).

Last amendment: O. Reg. 241/09.

This Regulation is made in English only.

Determination if action required

1. A medical officer of health shall make a determination whether action is required by a municipality to decrease the risk of West Nile Virus to persons either inside or outside the health unit served by the medical officer of health, based upon a local risk assessment. O. Reg. 231/03, s. 1; O. Reg. 322/04, s. 1; O. Reg. 413/06, s. 1; O. Reg. 422/07, s. 1; O. Reg. 229/08, s. 1; O. Reg. 241/09, s. 1.

Notice to municipality

2. (1) Where the medical officer of health has determined that action is required, he or she may give notice to the municipality of the required action. O. Reg. 199/03, s. 2 (1).

(2) In determining required actions under subsection (1), the medical officer of health shall have regard to,

- (a) the guidelines published by the Minister under section 7 of the Act; and
- (b) the generally accepted practices in the field of public health with regard to decreasing the risk of West Nile virus to persons. O. Reg. 199/03, s. 2 (2); O. Reg. 241/09, s. 2.

Must comply

3. A municipality shall comply with any requirements set out in the notice. O. Reg. 199/03, s. 3.

What may be required

4. Action required under this Regulation may include, without being limited to,

- (a) requirements respecting source reduction measures;
- (b) requirements respecting surveillance;
- (c) requirements respecting public awareness campaigns about personal protection;
- (d) requirements respecting the control measures for larviciding and adulticiding set out in Table 1; and
- (e) requirements respecting the time within which the action shall be taken. O. Reg. 199/03, s. 4.

TABLE 1
LARVICIDING AND ADULTICIDING IN ONTARIO — WEST NILE VIRUS RESPONSE

“Triggers” based on surveillance of WNV positive humans, birds, mosquito pools or mammals (horses)

Current-Year WNV findings in Health Unit or municipality	Last Year's WNV findings in Health Unit or municipality	Preparatory Status (Larval surveys, mosquito trapping, mapping, training, etc.)	Larviciding ACTION	Adulticiding ACTION
No West Nile virus found yet	No West Nile virus found; virus found in adjacent Health Unit(s)	Not yet done	Do the preparatory work, then larvicide where indicated	Not indicated
No virus found yet	Virus found	Not yet done	Do the preparatory work, then larvicide where indicated	Not indicated
No virus found yet	Virus found	Done last year and under way this year	Larvicide where indicated	Not indicated
Virus found in <u>non</u> -human (dead bird, mosquito pool or mammal) — isolated or as a “hot spot”	Virus found or not found	Done or under way this year	If a “hot spot” and larvae are present, larvicide around this “hot spot” (if not too late in the season)	Adulticide a 3-km “Zone” ONLY IF there are high-risk indicators of transmission to humans*
<u>Human</u> case(s) — one or a few in a space-time “cluster”	Virus found or not found	Done or under way this year	Larvicide around the case or cluster if larvae are present (and if not too late in season)	Adulticide a 3-km radius Zone around the case or cluster
Human cases continue to occur; continued high-risk indicators*	Virus found or not found	Done or under way this year	Larvicide widely where larvae are found (if not too late in season)	Adulticide 3-km Zones — may be contiguous or overlapping

Note: Public education efforts and non-pesticide means of mosquito source reduction should be in place, and increased as increasing evidence of virus is found (especially human cases) in the current year.

* **High-risk indicators of transmission to humans:** increasing dead bird sightings; high mosquito infection rates; abundant bridge vector populations; increasing mammal (horse) cases; proximity of mosquito breeding sites to human populations (especially large population centres) and weather conditions that favour mosquito breeding.

1. These are minimum activity standards. Medical Officers of Health may increase the Zone size to be treated or take additional mosquito control actions, if justified by scientific data or recommendations.
2. Medical Officer of Health will maintain a means to record, investigate, and report any confirmed or likely adverse or unintended human health effects attributed to mosquito control actions, and will report any non-human environmental adverse effects that he or she knows about to the Ministry of the Environment and/or other relevant local or provincial authorities.

O. Reg. 199/03, Table 1.

APPENDIX A

Confirmed and probable cases of West Nile virus illness in humans in Windsor-Essex County, Ontario, and Canada (2005-2017).

Year	Number of cases in Windsor-Essex	Number of cases in Ontario	Number of cases in Canada
2005	23	101	225
2006	6	43	151
2007	3	18	2,215
2008	0	10	36
2009	2	4	13
2010	1	9	5
2011	6	81	101
2012	22	271	428
2013	5	57	115
2014	1	13	21
2015	1	34	80
2016	4	54	104
2017	20	159	197
Total	97	856	3684

Note (1): National WNV data make no distinction between confirmed and probable case count. Since 2002, both confirmed and probable cases have been included in analyses of WNV in Ontario.

Note (2): In addition to clinical cases, provincial analyses include asymptomatic infections. For comparability, the national counts reported here also include asymptomatic infections. National counts have been ascertained from the various sources listed below.

Source (Windsor-Essex and Ontario): Public Health Ontario. Query: Windsor-Essex County Health Unit: Counts and crude rates by public health unit and year. Toronto, ON: Ontario Agency for Health Protection and Promotion; 2018 Apr 25 [cited 2018 Apr 30].

Source (Canada-2005 to 2017): Public Health Agency of Canada: Surveillance of West Nile virus. Last updated Dec 21, 2017. Accessed Apr 30, 2018.

MUNICIPAL LETTERHEAD

Date

Ministry of Environment & Climate Change
Southwestern Region
733 Exeter Road
London, ON
N6E 1L3

Attention: Regional Pesticide Specialist

To Whom It May Concern:

Re: West Nile Virus – Application of Larvicides

The [name of town city or municipality] supports local action by the Windsor-Essex County Health Unit to reduce the risk of West Nile virus. As a result [name of town, city or municipality] authorizes any permit application for West Nile virus control submitted to the Ministry of the Environment & Climate Change from an appropriately licensed exterminator to apply a larvicide into the catch basins or surface water:

- Located within and owned by [name of town, city or municipality]; and
- Located on municipal and private land that drain into storm drain system or waterways located within [name of town, city, or municipality].

Sincerely,

[Signature/Title] of official representative of the [town, city or municipality]



The Corporation of The Town of Amherstburg

May 1, 2018

Ministry of Environment & Climate Change
Southwestern Region
733 Exeter Road
London, ON
N6E 1L3

Attention: Regional Pesticide Specialist

To Whom It May Concern:

Re: West Nile Virus – Application of Larvicides

The Town of Amherstburg supports local action by the Windsor-Essex County Health Unit to reduce the risk of West Nile virus. As a result Town of Amherstburg authorizes any permit application for West Nile virus control submitted to the Ministry of the Environment & Climate Change from an appropriately licensed exterminator to apply a larvicide into the catch basins or surface water:

- Located within and owned by Town of Amherstburg; and
- Located on municipal and private land that drain into storm drain system or waterways located within Town of Amherstburg

Sincerely,

Eric Chamberlain
Manager of Roads and Fleet



13300 Tecumseh Rd East, Suite 618
Tecumseh, ON N8N 4R8
Toll-free: 1-888-667-4041
Phone: 647-930-9484
Fax: 1-888-909-6785
Email: nick@omfpoamagazine.com
Web: www.omfpoa.com

OMFPOA Chapter 8 Windsor, Essex County,
Chatham-Kent Region, Fire Departments,
Fire Prevention Divisions *proud hosts of the*

OMFPOA 62ND ANNUAL TRAINING & EDUCATIONAL SYMPOSIUM

PRESIDENT:

JOHN LEE

Windsor Fire Rescue Service
815 Goyeau Street
Windsor, ON N9A 1H7
jlee@citywindsor.ca

SECRETARY:

JASON SUCHIU

Lakeshore Fire Department
592 St Charles Street
Belle River, ON N0R 1A0
jsuchiu@lakeshore.ca

The OMFPOA Chapter 8 Windsor, Essex County Chatham-Kent Region Fire Prevention Division is honoured to host the 2018 Ontario Municipal Fire Prevention Officers Association Symposium. The OMFPOA is proud to be running this annual education event for the sixty-second time.

On June 10 to June 14 2018, this event will be held at the Caesar's Windsor in Windsor, bringing together fire prevention officers from across Ontario for four days of seminars, resolutions, education and debates on major topics concerning the interests of fire prevention, and consequently, the protection and safety of all the citizens of Ontario.

This important provincial symposium is hosted by different Ontario Fire Departments annually, and the OMFPOA Chapter 8 Windsor, Essex County, Chatham-Kent Region is looking forward to hosting this year's event.

In order to host a successful symposium, we are asking our business friends in the province of Ontario for their support, with an advertisement or sponsorship in our conference book. This informational book will be distributed to all of the many delegates, politicians and other guests who will attend our convention.

Any support to aid in hosting this year's symposium, which concerns the safety of the citizens of Ontario, would be greatly appreciated.

Thank you for your consideration.

Regards,

2018 HOST COMMITTEE

OMFPOA Chapter 8 Windsor, Essex County, Chatham-Kent Region

Fire Prevention Saves Lives

Thank you for your support!



13300 Tecumseh Rd East, Suite 618
Tecumseh, ON N8N 4R8
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Phone: 647-930-9484
Fax: 1-888-909-6785
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Web: www.omfpoa.com

OMFPOA Chapter 8 Windsor, Essex County,
Chatham-Kent Region, Fire Departments,
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OMFPOA 62nd ANNUAL TRAINING & EDUCATIONAL SYMPOSIUM

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business card: \$350.00

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outside back cover: \$4000.00

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digital files can be sent via email to

nick@omfpoamagazine.com

*please be sure to include your **invoice number** and **contact person** in your
email*



April 27, 2018

Mayor, Aldo DiCarlo
Town of Amherstburg
271 Sandwich Street S.
Amherstberg, ON N9V 2A5

Re: Paula Parker – Graduation from AMCTO’s Executive Diploma in Municipal Management

On behalf of the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), I am extremely pleased to announce that Paula Parker has successfully completed the intensive process to graduate from the Association’s Executive Diploma in Municipal Management. We believe that this is a tremendous accomplishment and should be regarded with pride by your municipality.

Founded in 1938, with a membership of more than 2,200 municipal professionals across the province, AMCTO is proud to be the largest municipal professional association in Ontario, with the mandate to provide high quality education and professional development programs in order to foster municipal excellence in the province.

The Executive Diploma in Municipal Administration is the most comprehensive career development program designed specifically for Ontario’s municipal managers. Graduates of this Diploma Program are informed leaders with a comprehensive understanding of the complex and interrelated components of municipal management, and who can immediately implement their knowledge and thus have an integrated and positive impact on any municipal corporation.

Paula Parker has successfully completed the rigorous evaluation process to graduate from this Diploma Program.

We hope that you, and your colleagues on Council, will join us in congratulating Paula Parker on this significant achievement.

Should you have any questions, please contact Shivi Darubra @ 905-602-4294 ext: 228 or sdarubra@amcto.com.

Yours truly,

Andrew Koopmans, CMA
Executive Director



TOWN OF LAKESHORE

419 Notre Dame St.
Belle River, ON N0R 1A0

April 27, 2018

All Ontario Municipalities

VIA EMAIL

To Whom It May Concern:

**RE: RENOVATION AND/OR DEMOLITION OF ALL BUILDINGS
CONTAINING HAZARDOUS MATERIALS**

At their meeting of April 24, 2018 the Council of the Town of Lakeshore duly passed the following resolution.

Councillor Wilder moved and Councillor Bailey seconded:

WHEREAS municipalities are encouraged to develop planning strategies that allow for the redevelopment of existing properties;

WHEREAS redevelopment of existing properties involves the alteration, renovation and/or demolition of existing buildings, which due to their age of construction, may contain hazardous materials such as lead and asbestos;

WHEREAS disturbing hazardous materials increases health risks to those who are exposed to it;

WHEREAS the current law in Ontario allows for some buildings to be altered, renovated and/or demolished, without being required to adhere to the standard health and safety requirements regarding the identification, isolation, handling and disposal of hazardous materials; and

WHEREAS homes and public spaces, such as schools, parks and workplaces, are often located next to buildings containing hazardous building materials, which are being altered, renovated and/or demolished.

NOW THEREFORE BE IT RESOLVED that the Government of Ontario be urged to review and revise the laws regarding the alteration, renovation and/or demolition of all buildings containing hazardous materials, to ensure that proper steps and preventative measures are taken to protect the public from exposure to hazardous materials;

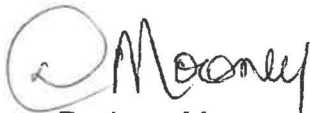
BE IT FURTHER RESOLVED that a copy of this motion be sent to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Doug Ford, Leader of the Progressive Conservative Party, the Honourable Andrea Horwath, Leader of the New Democratic Party, and all MPPs in the Province of Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Motion Carried Unanimously

Should you require any additional information with respect to the above matter, please contact the undersigned.

Yours truly,



Darlene Mooney
Deputy Clerk

/km

cc: Hon. Kathleen Wynne, Premier
cc: Mr. Jagmeet Singh, Leader of the New Democratic Party of Canada
cc: Hon. Andrea Horwath, Leader of New Democratic Party
cc: Members of Provincial Parliament in Ontario
cc: Association of Municipalities Ontario (AMO)

Ministry of Infrastructure

Office of the Minister

Hearst Block, 8th Floor
900 Bay Street
Toronto, Ontario M7A 1L2
Telephone: 416-325-6666
Fax: 416-314-5464

Ministère de l'Infrastructure

Bureau du ministre

Édifice Hearst, 8^e étage
900, rue Bay
Toronto (Ontario) M7A 1L2
Téléphone : 416 325-6666
Télécopieur : 416 314-5464



April 19, 2018

Dear Mayor/Head of Council:

I am pleased to inform you that on March 14, 2018, the Ontario government signed an Integrated Bilateral Agreement (IBA) to partner with the Government of Canada to deliver up to \$11.8 billion in federal funding and \$10 billion in provincial funding for infrastructure projects under the Investing in Canada Infrastructure Program, over the next ten years.

Under this new program, the federal government will pay up to 40 per cent for most projects, with the province contributing up to 33 per cent and municipalities contributing the remaining 27 per cent. Through this agreement, contributions by all three levels of government are expected to result in an overall infrastructure investment of at least \$30 billion. The Ministry of Infrastructure has begun work on finalizing programs and administrative processes to implement the funding under the four federal funding streams: public transit; green infrastructure; community, culture and recreation; and rural and northern infrastructure.

Under the agreement the federal and provincial governments will together be providing up to \$15.1 billion in funding for public transit. The federal government has decided that the funding will be allocated to municipalities with existing transit systems using the 2015 transit ridership statistics. Within the next few weeks, the 98 municipalities with transit authorities can expect to receive another letter from me with confirmation of and additional detail on how to access their federally determined ridership-based allocation over the next ten years.

For the green; community, culture and recreation; and rural and northern streams, funding will be delivered through a mix of allocation and application-based programs similar to the current Clean Water Wastewater Fund and Small Communities Fund, and will include municipal, not-for-profit, and Indigenous recipients. The intake for these programs will not begin before the Ontario election begins in May 2018.

As part of this work, my ministry will engage partners as intake processes are developed. This is just the first step in the roll out of a long-term program that will support infrastructure investments across the province. Following the launch of these programs, my ministry will assess and nominate projects to the federal government. Programs are expected to begin launching toward the end of this year in order to best align with municipal election cycles and allow municipalities adequate time to determine their priorities.

I encourage you to work with your officials to ensure that local priority projects align with federal eligibility criteria, as outlined in the IBA, which can be accessed at www.infrastructure.qc.ca/prog/agreements-ententes/2018/2018-on-eng.html.

Since the launch of the Ontario's Municipal Infrastructure Strategy in 2012, provincial funding programs for municipal infrastructure have required communities to demonstrate a growing commitment to asset management planning. In developing your priorities, I would encourage you to ensure they align with these principles and build on our work to date in promoting sound infrastructure planning and fiscal sustainability.

Together, we have a responsibility to maintain a strong economy and high standards of living by building the critical public infrastructure needed in communities across Ontario. It has been a journey since negotiations for the new federal funding program started in spring 2017. I would like to thank the municipal sector—including the Association of Municipalities of Ontario (AMO)—who supported the Ministry of Infrastructure as it worked to improve the federal terms and conditions of this agreement.

Thank you again for your support and I look forward to continue working with you as we deliver the next phase of transformative federal-provincial infrastructure investments. If you have any questions, please contact Julia Danos, Director of the Intergovernmental Policy Branch, at Julia.Danos@ontario.ca.

Sincerely,

A handwritten signature in black ink that reads "Bob". The signature is stylized and cursive.

Bob Chiarelli
Minister

**2018 – 2020
AMO BOARD OF DIRECTORS
Call for Nominations**

April 23, 2018

Monday, April 23, 2018

To: Head and Members of Council
From: Trevor Wilcox, Secretary-Treasurer, AMO

Please be advised that in accordance with the Association's governing by-law, the Secretary-Treasurer is requesting nominations to the 2018 – 2020 AMO Board of Directors.

Attached please find:

- A summary of the offices for which elections will be held at the 2018 Annual Meeting;
- An estimate of the annual time commitment required to serve on the AMO Board of Directors and for those who will then serve on the AMO Executive Committee; and
- Nomination Form

The names of all qualified individuals who are duly nominated will appear on the ballot for election to the Board. From the AMO Bylaw No. 2, Part 3, qualifications are:

3.3 Qualifications of Directors.

a) Every Director shall:

- be an individual of eighteen (18) or more years of age;
- be an elected official of a Member Municipality or an employee of a Member Municipality of the Corporation;
- not be an undischarged bankrupt; and
- not be declared incapable.

b) The position of Secretary-Treasurer is to be filled by an employee of a Member Municipality and also meet the qualifications of 3.3 a).

Qualified Nominees must obtain a Council resolution of support which must also specify the Caucus or position for which the individual is being nominated. In order to provide the broadest representation possible, AMO Bylaw No. 2 stipulates that a member municipality can only have one representative on the Board unless another representative is on the Board as an appointed official from a municipal group. See Section 3.4(e).

A completed Nomination Form and supporting material must be received no later than 12:00 noon on Monday, June 25, 2018. Nominations will not be accepted beyond that date. AMO's Chief Returning Officer, Peter Fay, will certify the nomination. A Nominations Report will be issued no later than Friday, July 27, 2018.

Please forward a completed Nomination Form to the Association via email amoelections@amo.on.ca or fax at (416) 971-6191 or mail to the attention of Pat Vanini, Executive Director

All candidates will be contacted to confirm receipt of their nominations and at that time will receive further information on the election process.

If you have any questions regarding this information, please contact Pat Vanini, Executive Director at (416) 971-9856, ext. 316, e-mail pvanini@amo.on.ca or Lorna Ruder, Executive Assistant, ext. 341, email lruder@amo.on.ca

Commitment:

The following is an estimate of time individuals can normally expect to devote for service on the AMO Board of Directors and Executive Committee (i.e. Chair of each Caucus).

Executive Meetings: 10 days

Memorandum of Understanding Meetings: 8 days
(Executive Committee only)

Board Meetings: 6 days

AMO Conference: 3 days

Other Commitments: up to 6 days, depending on interest
(task forces, other meetings)

Board Meetings:

Board meetings are normally held on the fourth Friday in September, November, January, March and June and on the Saturday and Sunday in advance of the AMO Annual Conference in August. The June meeting is normally held in the President's or Secretary-Treasurer's home municipality. In addition to the Board meetings, Board members may also serve on AMO Task Forces.

Executive Meetings:

Executive meetings are held on the Thursday before a scheduled Board meeting and on the fourth Thursday of the month when there is no Board meeting. Memorandum of Understanding (MOU) meetings are specifically scheduled annually in concert with the Ministry of Municipal Affairs.

AMO Board/Executive/Volunteer Expense Reimbursement Policy

This policy applies to members of the Executive and Board as it relates to Executive Committee meetings (including MOU meetings) and Board of Directors meetings.

Travel Expense:

AMO will reimburse travel expenses in excess of \$300.00 per meeting for AMO Board of Directors, AMO Executive Committee meetings, and MOU meetings, which are generally held in the City of Toronto or the President or Secretary-Treasurer’s municipality. Travel expenses refer to airfare, train fare, car mileage, public transit, and parking costs, and shall not apply to AMO Board of Directors/Executive meetings that are held prior to or following the AMO Annual Conference, Urban Symposium or Counties, Regions and Single Tier Symposium. Members are expected to make the most efficient and cost effective travel arrangements.

Mileage Rates:

Automobile travel allowance rates are

- 54 cents for the first 5,000 kilometers, and
- 48 cents for each additional kilometer.

AMO’s mileage rate is based on Revenue Canada’s current “Automobile Deduction Limits and Expense Benefit Rates for Business” and is adjusted annually to reflect any changes.

Accommodation/Meals:

There is no provision for the reimbursement of accommodation and meals.

Northern Ontario Exception:

Northern Ontario Executive Committee and Board members are expected to take advantage of airfare savings, and make the most efficient and cost effective travel arrangements. As some Northern Ontario board/executive members have connecting flights making it impossible to complete their travel without incurring accommodation and meal expenses, then AMO will reimburse a maximum of three days accommodation and meal expenses.

Notice of Elections:

Elections will be held for the 2018 – 2020 AMO Board of Directors consistent with the AMO By-law No. 1. Positions include:

- President (must be a municipal elected official).
- Secretary-Treasurer (must be a municipal staff official).
- 6 County Caucus Directors. To be Elected: Three elected officials and one municipal employee to be elected by caucus constituency at the conference. Appointed Officials: Chairs of the Eastern and Western Ontario Wardens Caucuses.
- 7 Large Urban Caucus Directors. To be Elected: Five elected officials and one municipal employee to be elected by caucus constituency at the conference. Appointed Official: Chair of the Large Urban Mayors’ Caucus of Ontario.
- 6 Northern Caucus Directors. To be Elected: Four elected officials to be elected by caucus constituency at the conference: two from the Northeast and two from the Northwest. Appointed Officials: Chairs of the Federation of Northern Ontario Municipalities and the Northern Ontario Municipal Association.
- 7 Regional and Single Tier Caucus Directors. To be Elected: Six elected officials to be elected by caucus constituency at the conference. Appointed Official: Chair of the Mayors and Regional Chairs of Ontario’s Single Tier Cities and Regions.
- 6 Rural Caucus Directors. To be Elected: Four elected officials and one municipal employee to be elected by caucus constituency at the conference. Appointed Official: Chair of the Rural Ontario Municipal Association.
- 6 Small Urban Caucus Directors. To be Elected: Four elected officials and one municipal employee to be elected by caucus constituency at the conference. Appointed Official: Chair of Ontario Small Urban Municipalities.

Each of the above elected caucus members shall serve a two-year term.

*Excerpt from AMO Bylaw No. 2, Section 3.4 (e): No Member Municipality may be represented on the Board by more than one Director elected to the Board (either a municipal elected official or a municipal employee) except in the case where the Director is an appointed Director as set out in Section 3.4 b) ii), or the City of Toronto (Section 3.4 c).

NOMINATION FORM
2018 – 2020 AMO Board of Directors

- It is the responsibility of the person nominated to file a complete and accurate Nomination Form.
- Nominations will be accepted no later than **12:00 noon Monday, June 25, 2018.**
- Council Resolution of support must be attached, and must specify the Board Office position.

Send completed forms to:

Pat Vanini, Executive Director
Association of Municipalities of Ontario
200 University Avenue, Suite 801
Toronto, ON M5H 3C6
Email: amoelections@amo.on.ca
Fax: 416-971-6191

Please type or print clearly:

Nominee's Name, as it is to appear on the ballot

Nominee's Municipal Position Title

Nominee's Municipality

Address

Municipality and Postal Code

Nominee's Email address and phone number

Nominated for the Office of (check one only):

- President
- Secretary-Treasurer
- Director County Caucus
- Director Large Urban Caucus
- Director Northern Caucus
- Director Regional & Single Tier Caucus
- Director Rural Caucus
- Director Small Urban Caucus

-
- A Council Resolution confirming Board Office Nomination and Council support for the Nomination is ATTACHED*

Consent of Nominee and Statement of Qualification:

I, the Nominee mentioned in this Nomination Form do hereby consent to such Nomination and declare that I am qualified to be elected and to hold the office for which I am nominated.

Signature of Nominee and date

Certificate of AMO's Chief Returning Officer:

I, Peter Fay, the Chief Returning Officer, appointed by the Association of Municipalities of Ontario, to officiate over these elections, do hereby certify that I have examined the Nomination Form of the aforementioned Nominee filed with me and am satisfied that such Nominee is qualified to be nominated to the office indicated above.

Signature of Chief Returning Officer and date

Date Nomination Form received in AMO Office

MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY



390 HIGHWAY 94, CORBEIL, ONTARIO P0H 1K0
TEL.: (705) 752-2740 FAX.: (705) 752-2452
Email: municipality@eastferris.ca

REGULAR COUNCIL MEETING

HELD
April 24th, 2018

No. 2018-146

Moved by Councillor Rochefort

Seconded by Councillor Kelly

WHEREAS alarming amounts of wolf sightings have been discovered in the Municipality of East Ferris;

AND WHEREAS there has been an abundance of deer killed in the area by predators;

AND WHEREAS the Anglers and Hunters have reported they are seeing a large amount of wolves on the trap lines where they are prohibited to trap;

AND FURTHER that the Anglers and Hunters are advising that the wildlife animals such as the deer, the beavers, the rabbits and the partridges will diminish if the government of the day keep the trappers from this area, and that our wildlife will in the north of Algonquin Park have major impact;

BE IT HEREBY RESOLVED that this resolution be forwarded to Nathalie Des Rosiers, Minister of Natural Resources and Forestry; Nipissing Temiskaming MP, Anthony Rota; MPP, Vic Fedeli; FONOM, AMO, surrounding area municipalities; Nosbonsing Anglers and Hunters and the Ontario Federation of Anglers and Hunters.

Carried Mayor Vrebosch

CERTIFIED to be a true copy of
Resolution No. 2018- 146 passed by the
Council of the Municipality of East Ferris
on the 24^h day of April, 2018.



Monica L. Hawkins, AMCT
Clerk

Ministry of Citizenship and
Immigration

Minister

6th Floor
400 University Avenue
Toronto ON M7A 2R9

Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiques et
de l'Immigration

Ministre

6^e étage
400, avenue University
Toronto ON M7A 2R9

Tél.: (416) 325-6200
Télééc.: (416) 325-6195



March 2018

Dear Friends,

Throughout the year, Ontarians from all walks of life play a vital role in championing diversity and the richness it brings to the province.

Today, I am writing to encourage you to submit a nomination for the **Champion of Diversity Award** so that outstanding individuals, groups and employers receive the recognition they deserve for actively promoting diversity and inclusion and immigrant economic success in Ontario. You can submit a nomination under the following award categories:

- Inclusion and Diversity
- Cross-Cultural Understanding
- Business Leadership in Immigrant Employment

To submit a nomination for this award:

- a) Visit ontario.ca/honoursandawards.
- b) Select the **Inclusion** category.
- c) Click on **Champion of Diversity Award**.
- d) Download the PDF form.
- e) Read the eligibility criteria and instructions carefully.
- f) Fill out the form, then submit it **no later than May 15, 2018**. Instructions for submitting your nomination package can be found on the website.

If you have any questions please call 416-314-7526, toll free 1-877-832-8622 or TTY 416-327-2391, or email ontariohonoursandawards@ontario.ca.

Thank you for your support of this important recognition program.

Sincerely,

Laura Albanese
Minister

Ministry of Agriculture,
Food and Rural Affairs

Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales



Office of the Minister

Bureau du ministre

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074
Fax: 416-326-3083

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074
Télééc. : 416 326-3083

March 23, 2018

Dear Mayor/Reeve/Warden:

Applications for the 2018 Premier's Award for the Agri-Food Innovation Excellence are now being accepted. Please share this information with your municipality.

The Premier's Award for Agri-Food Innovation Excellence was created to recognize and promote the spirit of innovation that thrives in Ontario's \$37 billion agri-food sector. Each year, our agri-food sector demonstrates remarkable leadership in innovation through the development of new products, methods of production and ways of conducting business.

Every year the program recognizes up to 50 award-winning innovations across the province, including the Premier's Award which is valued at \$75,000.

Primary producers, processors and agri-food organizations are invited to submit applications until May 25, 2018.

Details on eligibility, innovation categories, assessment criteria, and the application and selection process can be found in the enclosed 2018 program guidebook and application form or [online](#). For additional information, please contact the Agricultural Information Contact Centre at 1 877-424-1300 or ag.info.omafra@ontario.ca.

I have also enclosed a copy of a brochure which highlights the recipients of the 2017 program for the Premier's Award for Agri-Food Innovation Excellence.

I look forward to celebrating the great innovations developed in your municipality to grow our agri-food sector and Ontario's economy.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read "J. Leal".

Jeff Leal
Minister of Agriculture, Food and Rural Affairs
Minister Responsible for Small Business

RECEIVED

APR 23 2018

Town of Amherstburg



Good Things Grow in Ontario
À bonne terre, bons produits

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May 8, 2018

As Minister of Community Safety and Correctional Services, it is my responsibility to ensure that the framework for the delivery of municipal fire services meets the needs and circumstances of the communities they serve across the province.

Ontario's firefighters – both career and volunteer – are among the best in the world. Our government is committed to the safety of our firefighters and of the communities they serve. An important part of my responsibilities is to work with municipalities to identify and address emerging gaps and challenges related to the delivery of fire protection services.

The ministry established the Fire Safety Technical Table (the Table) in January 2017 to provide recommendations on the enhancement of fire safety in Ontario.

The Table meets on a monthly basis and includes municipal representation (the Association of Municipalities of Ontario and the Town of Aurora), representatives from firefighter associations and representatives from career, composite, and volunteer fire departments.

I want to thank the members of the Table for their dedication and for their work with my ministry on the development of three new fire safety regulations under the *Fire Protection and Prevention Act (FPPA)*. The regulations relate to:

- Certification of firefighters
- Risk assessments to inform the delivery of fire protection services
- Public reporting on fire department response times

These regulations respond to a number of coroner's inquest recommendations, enhance the consistency of fire safety across the province, increase transparency and accountability, and ensure that fire protection services meet the unique needs of communities.

The regulations were posted for comment on the regulatory registry in early 2018, and a great deal of valuable commentary was received. A number of changes have been made to reflect the thoughtful feedback.

I want to thank municipalities for their participation in this process and I am pleased to provide an update on the outcome of the regulatory consultation.

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Mandatory Certification

The mandatory certification of firefighters, based on internationally recognized National Fire Protection Association (NFPA) standards, is a key step forward in building safer communities.

I want to emphasize that mandatory certification for four firefighter roles – including basic fire suppression – would only apply to new hires.

As such, the majority of existing suppression firefighters in Ontario – including those that work in volunteer departments – will not need to certify to maintain their jobs in their current positions. To progress to more senior positions in the fire service, certification would be required.

Some fire services in Ontario already train to NFPA standards – and over 80 have already begun certifying their firefighters. Province-wide certification would help ensure firefighters have a consistent level of knowledge and skill to safely provide fire protection services.

We recognize that some municipalities may require more time to comply with the mandatory certification of their firefighters. In response to feedback from the public posting of this regulation, we are delaying the in-force date for several roles to July 1st, 2019 and for others to January 1, 2020 and January 1, 2021.

For firefighters who have made best efforts to complete the certification in 24 months but were not able to do so, we are allowing an additional 12 months for completion, if the extension is approved by the Fire Marshal. This program would allow firefighters to work while completing their training and certification.

The internship program will also be expanded to include in-service fire instructors and fire inspectors for an initial 6-month internship. These participants will also benefit from a potential 6-month extension, if the extension is approved by the Fire Marshal. Firefighters who are certified and deemed-to-be certified (i.e., grandfathered) will have the ability to supervise firefighters in the internship program.

We believe the training and certification process for fire services across the province should be convenient and straightforward – particularly for small and rural municipalities who may face challenges in recruiting new volunteer firefighters.

We also recognize that firefighters will need a straightforward way to access testing services – and we will provide an online testing system that will be available free of charge. Where high-speed internet is not available, paper testing will continue to be available to fire services, also free of charge.

To ensure any challenges small or rural fire services may have adapting to the new requirements are mitigated, we will work with these municipalities to assess their current state of readiness and we will provide funding to cover all additional costs associated with this initiative.

In collaboration with our partners, MCSCS will be setting up an implementation table with a specific focus on small and rural communities to address their unique challenges throughout the implementation process.

Community Risk Assessments

Most communities undertake a risk assessment of some sort to help inform local decisions on the provision of fire protection services.

This regulation requires that all municipalities undertake a standardized risk assessment that will be used to inform the development of municipal fire protection services. A full risk assessment must be conducted every five years, with monitoring and reviewing conducted annually.

Undertaking a risk assessment will ensure that the delivery of fire protection services, including the development of public education and fire prevention programs, are based on consideration of key profiles of the community.

Public Reporting

Fire services across Ontario report their response times to the Office of the Fire Marshal and Emergency Management (OFMEM) using varying definitions. The result is inconsistent data that may be misinterpreted. There is no requirement to share this data with municipal governments or to make the information public. The public reporting regulation will create consistent reporting, and will increase transparency and accountability by providing the public with a clear understanding of what they can expect from the fire department in terms of response times.

This regulation is consistent with the Ontario Government's "open-by-default" approach to data sharing, and it is in line with the public's expectation that key information be available about their fire services.

Conclusion

My most important priority as Minister is the safety and security of every Ontarian. That is why we are requiring firefighters to certify, fire departments to develop risk assessments, and fire department response time data to be publicly reported – it will help to improve community safety across our province.

We will work closely with communities to ensure a smooth transition to the new regulations that will begin to come into force on July 1, 2019.

I want to thank all of our partners who worked with us on these regulations, and the municipal governments who submitted comments to the public registry.

If you have further questions about next steps, please contact mcscsinput@ontario.ca.

Warm regards,



Marie-France Lalonde
Minister

Fire Protection and Prevention Act Regulations

Narrative

Ontario is committed to the safety of both firefighters, and the public. That is why it's critical that the framework for the delivery of fire services across the province meets the needs and circumstances of communities they serve.

Following recommendations from multiple coroner's inquests, the Ministry of Community Safety and Correctional Services (MCSCS) formed a Fire Safety Technical Table (the Table) to provide recommendations on enhancing fire service delivery in Ontario. The Table includes municipal representation from the Association of Municipalities of Ontario (AMO), the Town of Aurora, fire associations and representatives from career, composite and volunteer fire departments from both urban and rural communities.

To date, the work of the Table has been informing the development of regulations related to mandatory certification of firefighters, community risk assessments to inform the delivery of fire protection services, and public reporting of fire department response times.

In regards to mandatory certification, currently, under the Occupational Health and Safety Act, employers must provide information, instruction and supervision to a worker to protect their health or safety. Ontario voluntarily adopted National Fire Protection Association (NFPA) standards in 2013/14, although certification is not yet mandatory. NFPA uses codes and standards that are considered best practice, evidence based and are used throughout North America.

More than 80 fire departments (a mix of urban/rural, large/small, professional/composite and volunteer) are already voluntarily certifying to the NFPA standards and many are training to the NFPA standards, but not yet certifying.

Under the new regulation, certification for four firefighter roles – including basic fire suppression – would only apply to new hires. As such, the majority of existing suppression firefighters in Ontario will not need to certify to maintain their jobs in their current positions. Those seeking to advance to a higher rank (e.g., Fire Officer) would be required to certify.

Firefighters who need to be certified will be able to work under the supervision of another certified firefighter, via an internship program, while they complete their training. They will have up to two years (with the potential of a one-year extension, with the approval of the Fire Marshal) to complete their certification.

Firefighters not certified before being hired by a fire department would need to be enrolled in the two year internship program. Firefighters seeking to certify to NFPA 1001 Levels 1 and 2 (exterior and interior attack), would be required to train approximately 3 hours a week to achieve certification if the firefighter is enrolled in the two year internship program.

Those who have previously trained to the former Ontario standards may be eligible to have their previous knowledge or experience qualify them for alternative compliance to certification

(i.e., grandfathering). In these instances, fire chiefs would need to attest that training has been received by the firefighter and provide documentation, upon request.

The earliest that any part of the regulation comes into force is July 2019, with other parts coming in force in 2020 and 2021.

The government of Ontario will work closely with the Table and municipalities, especially those who represent small, northern and rural areas, to identify specific challenges and seek their input in developing an implementation model that would best address their needs in order to ensure successful implementation.

Clause-by-Clause Explanation

Mandatory Certification Regulation under the *Fire Protection and Prevention Act, 1997*

Regulation Section Affected	Provision	Description
Definitions		
1.	<p>Definition</p> <p>1. In this Regulation, “NFPA” means the National Fire Protection Association.</p>	In the regulation, “NFPA” means the National Fire Protection Association.
Mandatory Certification		
2.(1)	<p>Mandatory certification</p> <p>2. (1) Every municipality, and every fire department in a territory without municipal organization, must ensure that its firefighters perform a fire protection service set out in Table 1 only if,</p> <p style="margin-left: 40px;">(a) the firefighter performing the fire protection service is certified to the corresponding certification standard set out in that Table; or</p> <p style="margin-left: 40px;">(b) this Regulation provides that the certification standard referred to in clause (a) does not apply with respect to the firefighter.</p>	<p>A municipality is responsible for ensuring its firefighters that perform fire protection services are certified except where a firefighter is grandfathered or is enrolled in an internship program.</p> <p>In an area where there is no local government, the fire department is responsible for</p>

Regulation Section Affected	Provision	Description
		ensuring its firefighters that perform fire protection services are certified except where a firefighter is grandfathered or is enrolled in an internship program.
2.(2)	Who provides certifications (2) The certification must be provided by the Fire Marshal.	The Office of the Fire Marshal and Emergency Management (OFMEM) is responsible for knowledge and skills testing and issuing certificates to firefighters.
Intern firefighters		
3.(1)	Intern firefighters 3. (1) A certification standard does not apply with respect to a firefighter who, <ul style="list-style-type: none"> (a) is enrolled in an internship program approved by the Fire Marshal; and (b) is operating under the supervision of a firefighter certified to that standard; and (c) has, <ul style="list-style-type: none"> (i) been a firefighter for no more than 24 months, or 	If a firefighter is performing a role in the internship program under the supervision of a certified firefighter and has not been a firefighter for more than two years, the intern firefighter does not have to be certified. The intern firefighter must be supervised by another firefighter who is certified to the appropriate NFPA standard. (e.g., if an intern is training to become a Public Educator, their supervisor must be

Regulation Section Affected	Provision	Description
	(ii) been in the internship program for no more than six months, if the internship program is to train to be a fire instructor or to train to be a fire inspector.	<p>certified as a Public Educator [NFPA 1035]).</p> <p>An intern firefighter can also be an existing firefighter who is training to become a Fire Instructor or Fire Inspector. These individuals have six months to become certified.</p>
3.(2)	<p>Extension of time</p> <p>(2) If a firefighter did their best to fulfil the requirements of the internship program but did not fulfil the requirements, the Fire Marshal must grant them an extension of a further,</p> <p>(a) 12 months; or</p> <p>(b) 6 months, if the internship program is to train to be a fire instructor or to train to be a fire inspector.</p>	<p>OFMEM will grant an extension of 12 months to an intern firefighter if they have made their best efforts to achieve certification within the two year internship period but were unable to do so.</p> <p>OFMEM will grant an extension of six months to an intern firefighter who has made their best efforts to achieve certification to become a Fire Instructor or Fire Inspector within the six month internship period but were unable to do so.</p>

Regulation Section Affected	Provision	Description
Transition		
4.(1)	<p>Transition</p> <p>4. (1) A certification standard set out in item 1, 2, 3, or 4 of Table 1 does not apply with respect to a firefighter who,</p> <ul style="list-style-type: none"> (a) became a firefighter before July 1, 2019; and (b) performed the fire protection service that the standard corresponds to before July 1, 2019 	<p>This section states that mandatory certification for Public Educators, Suppression Firefighters (interior and exterior) and Pump Operators will be implemented on a go-forward basis for newly hired firefighters.</p> <p>Firefighters in the roles of Public Educator, Suppression Firefighter (both interior and exterior attack) and Pump Operators hired after July 1, 2019 will have to be certified. Existing firefighters hired before July 1, 2019 in these roles do not have to be certified.</p>
4.(2)	<p>Same, technical rescue</p> <p>(2) The certification standard set out in item 5.1 of Table 1 does not apply with respect to a firefighter who,</p> <ul style="list-style-type: none"> (a) became a firefighter before January 1, 2021; and 	<p>Firefighters in the role of a Technical Rescuer hired after January 1, 2021 will have to be certified.</p> <p>Existing firefighters hired before January 1, 2021 in the</p>

Regulation Section Affected	Provision	Description
	(b) performed the fire protection service that the standard corresponds to before January 1, 2021.	role of Technical Rescuer <u>do not</u> have to be certified.
4.(3)	<p>Letter of compliance</p> <p>(3) A certification standard set out in item 1, 2 or 3 of Table 1 does not apply with respect to a firefighter that both of the following criteria apply to:</p> <ol style="list-style-type: none"> 1. The firefighter became a firefighter before July 1, 2019. 2. The firefighter’s fire chief was given permission by the Fire Marshal to issue the firefighter a Letter of Compliance with NFPA Standards respecting the relevant standard under Fire Marshal’s Communiqué 2014-04, “Transition to NFPA Professional Qualifications Standards: Grandfathering Policy”, which is dated January 2014 and available on a website of the Government of Ontario. 	<p>This section speaks to firefighters that have been grandfathered.</p> <p>Firefighters in the roles of Public Educator and Suppression Firefighter (both interior and exterior attack) <u>do not</u> have to be certified if they were hired before July 1, 2019 and have been grandfathered to the appropriate NFPA standard.</p>
4.(4)	<p>Earlier version of standard</p> <p>(4) A certification standard does not apply with respect to a firefighter who, prior to July 1, 2019, was certified to an earlier version of that standard.</p>	Firefighters who, before July 1, 2019 are certified to an earlier version of an NFPA standard <u>do not</u> need to re-certify to the newer editions of the standard.
4.(5)	<p>Deemed certification for the purpose of supervising interns</p> <p>(5) If subsection (3) or (4) provides that a certification standard does not apply with respect to a firefighter, that firefighter is deemed to be certified to that standard for the purpose of clause 3 (1) (b).</p>	A firefighter who has been grandfathered or holds certification to an earlier version of the appropriate NFPA standard may supervise intern firefighters.

Regulation Section Affected	Provision	Description																		
Amendments																				
5.(1)	Amendments (1) Subsection 4 (3) of this Regulation is amended by striking out “item 1, 2 or 3” in the portion before paragraph 1 and substituting “item 1, 1.3, 2, 3, 5 or 6”.	As of January 1, 2020, Fire Inspectors, Fire Officers and Fire Instructors will need to be certified unless they were hired before July 1, 2019 and received grandfathering to appropriate NFPA standard.																		
5.(2)	(2) Table 1 to this Regulation is amended by adding the following items: <table border="1" data-bbox="411 724 1419 1143"> <tr> <td data-bbox="411 724 489 802">1.1</td> <td data-bbox="489 724 800 802">Dispatch fire department resources (personnel and equipment)</td> <td data-bbox="800 724 1419 802">NFPA 1061, “Professional Qualifications for Public Safety Telecommunications Personnel”, 2014 Edition, Level I</td> </tr> <tr> <td data-bbox="411 802 489 854">1.2</td> <td data-bbox="489 802 800 854">Fire investigation activities</td> <td data-bbox="800 802 1419 854">NFPA 1033, “Standard for Professional Qualifications for Fire Investigator”, 2014 Edition</td> </tr> <tr> <td data-bbox="411 854 489 932">1.3</td> <td data-bbox="489 854 800 932">Fire prevention inspections or plans examination activities</td> <td data-bbox="800 854 1419 932">NFPA 1031, “Standard for Professional Qualifications for Fire Inspector and Plan Examiner”, 2014 Edition, Level I</td> </tr> <tr> <td data-bbox="411 932 489 1036">3.1</td> <td data-bbox="489 932 800 1036">Hazardous materials response at the Technician Level</td> <td data-bbox="800 932 1419 1036">NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition</td> </tr> <tr> <td data-bbox="411 1036 489 1088">5.</td> <td data-bbox="489 1036 800 1088">Supervise other firefighters</td> <td data-bbox="800 1036 1419 1088">NFPA 1021, “Standard for Fire Officer Professional Qualifications”, 2014 Edition, Level I</td> </tr> <tr> <td data-bbox="411 1088 489 1143">6.</td> <td data-bbox="489 1088 800 1143">Training courses for fire protection services</td> <td data-bbox="800 1088 1419 1143">NFPA 1041, “Standard for Fire Service Instructor Professional Qualifications”, 2012 Edition, Level I</td> </tr> </table>	1.1	Dispatch fire department resources (personnel and equipment)	NFPA 1061, “Professional Qualifications for Public Safety Telecommunications Personnel”, 2014 Edition, Level I	1.2	Fire investigation activities	NFPA 1033, “Standard for Professional Qualifications for Fire Investigator”, 2014 Edition	1.3	Fire prevention inspections or plans examination activities	NFPA 1031, “Standard for Professional Qualifications for Fire Inspector and Plan Examiner”, 2014 Edition, Level I	3.1	Hazardous materials response at the Technician Level	NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition	5.	Supervise other firefighters	NFPA 1021, “Standard for Fire Officer Professional Qualifications”, 2014 Edition, Level I	6.	Training courses for fire protection services	NFPA 1041, “Standard for Fire Service Instructor Professional Qualifications”, 2012 Edition, Level I	As of January 1, 2020, Table 1, which outlines the roles that require certification, will be amended to include Fire Dispatchers, Fire Investigators, Fire Inspectors, Hazardous Materials Personnel (Technician), Fire Officers, and Fire Instructors.
1.1	Dispatch fire department resources (personnel and equipment)	NFPA 1061, “Professional Qualifications for Public Safety Telecommunications Personnel”, 2014 Edition, Level I																		
1.2	Fire investigation activities	NFPA 1033, “Standard for Professional Qualifications for Fire Investigator”, 2014 Edition																		
1.3	Fire prevention inspections or plans examination activities	NFPA 1031, “Standard for Professional Qualifications for Fire Inspector and Plan Examiner”, 2014 Edition, Level I																		
3.1	Hazardous materials response at the Technician Level	NFPA 1072, “Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications”, 2017 Edition																		
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6.	Training courses for fire protection services	NFPA 1041, “Standard for Fire Service Instructor Professional Qualifications”, 2012 Edition, Level I																		
5.(3)	(3) Table 1 to this Regulation is amended by adding the following item: <table border="1" data-bbox="411 1180 1419 1421"> <tr> <td data-bbox="411 1180 489 1421">5.1</td> <td data-bbox="489 1180 800 1421"> Technical rescue activities, but only the following technical rescue activities: <ol style="list-style-type: none"> 1. Confined space rescue 2. Ice rescue 3. Rope rescue 4. Surface water rescue 5. Swift water rescue </td> <td data-bbox="800 1180 1419 1421">NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2017 Edition</td> </tr> </table>	5.1	Technical rescue activities, but only the following technical rescue activities: <ol style="list-style-type: none"> 1. Confined space rescue 2. Ice rescue 3. Rope rescue 4. Surface water rescue 5. Swift water rescue 	NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2017 Edition	On January 1, 2021, Table 1, which outlines the roles that require certification, will be amended to include Technical Rescuers who perform these seven specific rescue activities need to be certified.															
5.1	Technical rescue activities, but only the following technical rescue activities: <ol style="list-style-type: none"> 1. Confined space rescue 2. Ice rescue 3. Rope rescue 4. Surface water rescue 5. Swift water rescue 	NFPA 1006, “Standard for Technical Rescue Personnel Professional Qualifications”, 2017 Edition																		

Regulation Section Affected	Provision		Description
	6. Trench rescue 7. Vehicle rescue		
Commencement			
6. (1)	Commencement 6. (1) Subject to subsections (2) and (3), this Regulation comes into force on July 1, 2019.		<p>On July 1, 2019, Sections 1 to 4 and Table 1 of the regulation come into force.</p> <p>On July 1, 2019, newly hired firefighters in the roles of Public Educator, Suppression Firefighter (interior and exterior attack) and Pump Operator will need to be certified.</p>
6. (2)	(2) Subsections 5 (1) and (2) come into force on January 1, 2020.		<p>On January 1, 2020 subsection 5(1) and Table 1 are amended with respect to adding the firefighter roles that are eligible for grandfathering and require certification: Fire Inspector, Fire Officer and Fire Instructor.</p> <p>On January 1, 2020 existing firefighters in the roles of Fire Dispatchers, Fire Investigators and Hazardous Materials Personnel (Technician) will need to be certified.</p>

Regulation Section Affected	Provision	Description
		Grandfathered Fire Inspectors, Fire Officers and Fire Instructors will not need to be certified.
6. (3)	(3) Subsections 4 (2) and 5 (3) come into force on January 1, 2021.	On January 1, 2021, subsection 4 (2) and Table 1 are amended so that Technical Rescuers performing seven specific rescue activities will need to be certified, unless they performed these specific rescue activities before January 1, 2021.

Clause-by-Clause Explanation

Public Reports Regulation under the

Fire Protection and Prevention Act, 1997

Regulation Section Affected	Provision	Description
Definitions		
1.	<p>Definition</p> <p>1. In this Regulation,</p> <p>“PSAP” is short for public safety answering point, which means a call centre responsible for answering calls to 9-1-1 for police, firefighting and ambulance services.</p>	<p>In the regulation, “PSAP” is short for public safety answering point, which means a call centre responsible for answering calls to 9-1-1 for police, firefighting and ambulance services.</p>
Preparation of public reports		
2.(1)	<p>Preparation of public reports</p> <p>Fire Marshal sends fire department the information</p> <p>2. (1) The Fire Marshal must give every fire department the information required by Schedule 1, based on the information the Fire Marshal has received through reports under subsection 11 (2) of the Act.</p>	<p>Fire departments must time stamp information through the Standard Incident Reporting system to the Office of the Fire Marshal and Emergency Management (OFMEM).</p> <p>OFMEM will then provide calculated response times to fire departments.</p>
2.(2)	<p>Fire department prepares the public report</p> <p>(2) Every fire department must prepare a public report setting out,</p>	<p>Using the calculated response time data from OFMEM, fire departments will prepare a public report.</p>

Regulation Section Affected	Provision	Description
	(a) the information required by Schedule 1; and (b) any other information the fire department chooses to include.	This report will include all response times set out in Schedule 1. Fire departments may include any other information, including explanatory language that will help the public understand the factors that may have impacted the department's response times.
2.(3)	Fire department may use Fire Marshal's data (3) The fire department may use the information required by Schedule 1 that the Fire Marshal provided to prepare their public report, or may carry out their own calculations respecting the same time period.	A fire department may choose to calculate their own response time data in their public report instead of relying on OFMEM to conduct and provide calculations.
Dissemination of public reports		
3.(1)	Dissemination of public reports From fire department to Fire Marshal 3. (1) Every fire department must give their public report to the Fire Marshal no later than 180 days after the Fire Marshal gives the fire department the information.	After the fire department receives their calculated response time data from OFMEM or does their own calculations, the fire department will have six months to provide their public report to the OFMEM.
3.(2)	From fire department to municipality (2) Every fire department that is authorized to provide fire protection services by a municipality must give their public report to the municipal council before giving its public report to the Fire Marshal.	Before a fire department submits their public report to OFMEM, they must submit the report to their municipal council.
3.(3)	From fire department to group of municipalities (3) Every fire department that is authorized to provide fire protection services by a group of municipalities must	If a fire department provides services to more than one municipality (e.g., through an automatic or mutual aid agreement),

Regulation Section Affected	Provision	Description
	give their public report to the municipal council of each municipality in the group of municipalities before giving their public report to the Fire Marshal.	the fire department must submit the public report to each municipal council for which they provide services.
3.(4)	Fire Marshal makes public (4) The Fire Marshal may make the public report available to the public.	OFMEM may make the public report available to the public (e.g., on its website)
Clarification		
4.	Clarification 4. For greater certainty, this Regulation does not imply that firefighters have authority to perform acts that the <i>Regulated Health Professions Act, 1991</i> does not permit them to perform.	The Regulated Health Professions Act (RHPA) provides authority for firefighters to perform “controlled acts” in response to medical emergencies in specific instances. The purpose of this provision is to clarify that the regulation does not authorize firefighters to provide any medical services that would not be permitted under the RHPA.
Commencement		
5.	Commencement 5. This Regulation comes into force on the later of January 1, 2020 and the day it is filed.	The regulation comes into force on January 1, 2020.

Regulation Section Affected	Provision				Description								
<p>SCHEDULE 1 REQUIRED INFORMATION CAREER FIREFIGHTERS</p>													
<p>1. (1)</p>	<p>1. (1) The public report must set out the following information respecting incidents in which the first fire department unit that arrives on the scene does not include a volunteer firefighter:</p> <p>1. For each standard set out in the following Table,</p> <p style="margin-left: 40px;">i. the percentage value of how often the fire department achieves that standard for the corresponding time interval, and</p> <p style="margin-left: 40px;">ii. the corresponding benchmark percentage value for how often the fire department should achieve or exceed that standard.</p> <p>2. For each time interval set out in the following Table that does not have a corresponding standard, the time interval value that the fire department achieves or exceeds 90% of the time.</p>				<p>In instances, where the first fire truck on scene only includes career firefighters, the fire department must include response time benchmark data as outlined in Schedule 1 (e.g., turnout time of 80 seconds for fire and special operations) and the percentage of time the fire department achieved the benchmark (e.g., turnout time benchmark of 90%).</p> <p>Where a response time does not have a benchmark, the first fire truck that only includes career firefighters will report the response time that they met or exceeded 90% of the time.</p>								
<p>Table</p>	<table border="1"> <thead> <tr> <th data-bbox="430 1230 487 1284">Item</th> <th data-bbox="487 1230 884 1284">Column 1 Time interval</th> <th data-bbox="884 1230 1129 1284">Column 2 Standard</th> <th data-bbox="1129 1230 1270 1284">Column 3 Benchmark</th> </tr> </thead> <tbody> <tr> <td data-bbox="430 1284 487 1412">1.</td> <td data-bbox="487 1284 884 1412">Alarm transfer time: The time interval from the receipt of the emergency alarm at the PSAP until the alarm is first received at the fire department communication centre</td> <td data-bbox="884 1284 1129 1412">30 seconds</td> <td data-bbox="1129 1284 1270 1412">95%</td> </tr> </tbody> </table>	Item	Column 1 Time interval	Column 2 Standard	Column 3 Benchmark	1.	Alarm transfer time: The time interval from the receipt of the emergency alarm at the PSAP until the alarm is first received at the fire department communication centre	30 seconds	95%				<p>Definitions of each item are as follows:</p> <p>1. Alarm transfer time: The time the call the PSAP is in receipt of the alarm from the time that the alarm is first</p>
Item	Column 1 Time interval	Column 2 Standard	Column 3 Benchmark										
1.	Alarm transfer time: The time interval from the receipt of the emergency alarm at the PSAP until the alarm is first received at the fire department communication centre	30 seconds	95%										

Regulation Section Affected	Provision				Description
	2.	Alarm answering time: The time interval that begins when the alarm is received at the fire department communication centre and ends when the alarm is acknowledged at the communication centre	15 seconds	95%	<p>received at the communication or dispatch centre</p> <p>2. Alarm answering time: The time the call is received at the communication or dispatch centre from the time the alarm is acknowledged by the communication or dispatch centre</p> <p>3. Alarm processing time: The time the call is initially received by the communication or dispatch centre from the first time facilities/units are notified of the emergency by the communication or dispatch centre</p> <p>4. Alarm handling time: The time the alarm is received at the PSAP from the beginning time that emergency facilities/unit(s) have information transmitted to them</p> <p>5. Turnout time: The time the call is received by the facilities/unit from the time that the unit leaves the station</p> <p>6. Travel time: The time the unit(s) leaves the station from the time that the first unit arrives on scene</p> <p>7. Initiating action/intervention time: The time between when the fire department first arrives on the scene and when they begin to respond to the emergency</p>
	3.	Alarm processing time: The time interval from when the alarm is acknowledged at the fire department communication centre until response information begins to be transmitted via voice or electronic means to fire department facilities and fire department units	<p>64 seconds for calls other than the following calls; and</p> <p>90 seconds for the following calls:</p> <ol style="list-style-type: none"> 1. Calls requiring emergency medical dispatch questioning and pre-arrival medical instructions 2. Calls requiring language translation 3. Calls requiring the use of a TTY/TDD device or audio/video relay services 4. Calls of criminal activity that require information vital to emergency responder safety prior to dispatching units 5. Hazardous material incidents 6. Technical rescue 7. Calls that require determining the 	90%	

Regulation Section Affected	Provision				Description
			location of the alarm due to insufficient information		8. Total response time: The time the call is initially received by the PSAP from the time the first unit arrives on scene
4.	Alarm handling time: The time interval from the receipt of the alarm at the PSAP until the beginning of the transmittal of the response information via voice or electronic means to fire department facilities or the fire department units in the field	No standard; set out the time interval value that the fire department achieves or exceeds 90% of the time	No benchmark		
5.	Turnout time: The time interval that begins when the fire department facilities and fire department units notification process begins by either an audible alarm or visual annunciation or both and ends at the beginning point of travel time	80 seconds for fire and special operations; 60 seconds for emergency medical services	90%		
6.	Travel time: The time interval that begins when a fire department unit is en route to the incident and ends when the fire department unit arrives at the scene	240 seconds for fire suppression; 240 seconds for the arrival of a unit with a first responder with an automatic external defibrillator or higher level capability no standard for other services	90%		
7.	Initiating action/intervention time: The time interval from when a fire department unit arrives on the scene to the initiation of emergency mitigation	No standard; set out the time interval value that the fire department achieves or exceeds 90% of the time	No benchmark		
8.	Total response time: The time interval from the receipt of the alarm at the PSAP to when the first	No standard; set out the time interval value that the fire	No benchmark		

Regulation Section Affected	Provision			Description								
		fire department unit is initiating action or intervening to control the incident	department achieves or exceeds 90% of the time									
1. (2)	(2) The public report does not have to set out information for items 1, 2, 3, 4 and 8 if the information is not available from the fire department's records.			If a fire department does not have information for alarm transfer time, alarm answering time, alarm processing time, alarm handling time, or total response time, then this information does not need to be included in the public report.								
<p>SCHEDULE 1 REQUIRED INFORMATION VOLUNTEER FIREFIGHTERS</p>												
2. (1)	<p>2. (1) The public report must set out the following information respecting incidents in which the first fire department unit that arrives on the scene includes at least one volunteer firefighter:</p> <p style="padding-left: 40px;">1. For each time interval set out in the following Table, the time interval value that the fire department achieves or exceeds 90% of the time.</p>			In instances, where the first fire truck on scene has at least one volunteer firefighter, the fire department will include the response time that they met or exceeded 90% of the time in their public report.								
Table	Item	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="489 1138 533 1195">Column 1</th> <th data-bbox="533 1138 1283 1195">Time interval</th> </tr> </thead> <tbody> <tr> <td data-bbox="489 1195 533 1274">1.</td> <td data-bbox="533 1195 1283 1274">Alarm transfer time: The time interval from the receipt of the emergency alarm at the PSAP until the alarm is first received at the fire department communication centre</td> </tr> <tr> <td data-bbox="489 1274 533 1354">2.</td> <td data-bbox="533 1274 1283 1354">Alarm answering time: The time interval that begins when the alarm is received at the fire department communication centre and ends when the alarm is acknowledged at the communication centre</td> </tr> <tr> <td data-bbox="489 1354 533 1429">3.</td> <td data-bbox="533 1354 1283 1429">Alarm processing time: The time interval from when the alarm is acknowledged at the fire department communication centre until response information begins to be transmitted via voice or electronic</td> </tr> </tbody> </table>		Column 1	Time interval	1.	Alarm transfer time: The time interval from the receipt of the emergency alarm at the PSAP until the alarm is first received at the fire department communication centre	2.	Alarm answering time: The time interval that begins when the alarm is received at the fire department communication centre and ends when the alarm is acknowledged at the communication centre	3.	Alarm processing time: The time interval from when the alarm is acknowledged at the fire department communication centre until response information begins to be transmitted via voice or electronic	<p>Definitions of each item are as follows:</p> <p>1. Alarm transfer time: The time the call the PSAP is in receipt of the alarm from the time that the alarm is first received at the communication or dispatch centre</p>
Column 1	Time interval											
1.	Alarm transfer time: The time interval from the receipt of the emergency alarm at the PSAP until the alarm is first received at the fire department communication centre											
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Regulation Section Affected	Provision	Description
	<p>means to fire department facilities and fire department units</p> <p>4. Alarm handling time: The time interval from the receipt of the alarm at the PSAP until the beginning of the transmittal of the response information via voice or electronic means to fire department facilities or the fire department units in the field</p> <p>5. Turnout time: The time interval that begins when the fire department facilities and fire department units notification process begins by either an audible alarm or visual annunciation or both and ends at the beginning point of travel time</p> <p>6. Travel time: The time interval that begins when a fire department unit is en route to the incident and ends when the fire department unit arrives at the scene</p> <p>7. Initiating action/intervention time: The time interval from when a fire department unit arrives on the scene to the initiation of emergency mitigation</p> <p>8. Total response time: The time interval from the receipt of the alarm at the PSAP to when the first fire department unit is initiating action or intervening to control the incident</p>	<p>2. Alarm answering time: The time the call is received at the communication or dispatch centre from the time the alarm is acknowledged by the communication or dispatch centre</p> <p>3. Alarm processing time: The time the call is initially received by the communication or dispatch centre from the first time facilities/units are notified of the emergency by the communication or dispatch centre</p> <p>4. Alarm handling time: The time the alarm is received at the PSAP from the beginning time that emergency facilities/unit(s) have information transmitted to them</p> <p>5. Turnout time: The time the call is received by the facilities/unit from the time that the unit leaves the station</p> <p>6. Travel time: The time the unit(s) leaves the station from the time that the first unit arrives on scene</p> <p>7. Initiating action/intervention time: The time between when the fire department first arrives on the scene and when they begin to respond to the emergency</p>

Regulation Section Affected	Provision	Description
		8. Total response time: The time the call is initially received by the PSAP from the time the first unit arrives on scene
2. (2)	(2) The public report does not have to set out information for items 1, 2, 3, 4 and 8 if the information is not available from the fire department's records.	If a fire department does not have information for alarm transfer time, alarm answering time, alarm processing time, alarm handling time, or total response time then this information does not need to be included in the public report.

Clause-by-Clause Explanation

Community Risk Assessments Regulation under the *Fire Protection and Prevention Act, 1997*

Regulation Section Affected	Provision	Description
Mandatory Use		
1.	<p>Mandatory use</p> <p>1. Every municipality, and every fire department in a territory without municipal organization, must,</p> <p>(a) complete and review a community risk assessment as provided by this Regulation; and</p> <p>(b) use its community risk assessment to inform decisions about the provision of fire protection services.</p>	<p>A municipality is responsible for completing a community risk assessment and using the completed assessment to make evidence-based decisions on the provision of fire protection services in their community.</p> <p>In an area where there is no local government, the fire department is responsible for completing a community risk assessment and using the completed assessment to make evidence-based decisions on the provision of fire protection services in their community.</p>

Regulation Section Affected	Provision	Description
What it is		
2. (1)	What it is 2. (1) A community risk assessment is a process of identifying, analyzing, evaluating and prioritizing risks to public safety to inform decisions about the provision of fire protection services.	An explanation of what is a community risk assessment in the regulation.
Mandatory profiles		
2. (2)	Mandatory profiles (2) A community risk assessment must include consideration of the mandatory profiles listed in Schedule 1.	Schedule 1 lists all of the factors within a community that a municipality must consider when identifying and categorizing risks.
Form		
2. (3)	Form (3) A community risk assessment must be in the form, if any, that the Fire Marshal provides or approves.	If OFMEM provides a community risk assessment template a municipality or fire department in an area where there is no local government must use the template provided. A municipality or fire department in an area where there is no local government that uses another risk assessment process can be approved by OFMEM provided the mandatory profiles outlined in Schedule 1 are included.
When to complete (at least every five years)		
3. (1)	When to complete (at least every five years) 3. (1) The municipality or fire department must complete a community risk assessment no later than five years after the day its previous community risk assessment was completed.	Municipalities or fire departments in areas with where there is no local government must complete a risk assessment every five years.

Regulation Section Affected	Provision	Description
New municipality or fire department		
3. (2)	New municipality or fire department (2) If a municipality, or a fire department in a territory without municipal organization, comes into existence, the municipality or fire department must complete a community risk assessment no later than two years after the day it comes into existence	If a new municipality or fire department in an area where there is no local government is created after the regulation comes into force, they must complete their first community risk assessment within two years.
Transition		
3. (3)	Transition (3) A municipality that exists on July 1, 2019, or a fire department in a territory without municipal organization that exists on July 1, 2019, must complete a community risk assessment no later than July 1, 2024.	A municipality or fire department in an area where there is no local government has five years to complete its community risk assessment when the regulation comes into force on July 1, 2019. As a result, the first community risk assessment will not need to be in place until July 1, 2024.
Revocation		
3. (4)	Revocation (4) Subsection (3) and this subsection are revoked on July 1, 2025	The ‘transition’ item in the regulation will be removed on July 1, 2025, as municipalities or fire departments in areas where there is no local government will have completed a risk assessment.
When to review (at least every year)		
4. (1)	When to review (at least every year)	Risk assessments must be reviewed annually within the five year period.

Regulation Section Affected	Provision	Description
	<p>4. (1) The municipality or fire department must complete a review of its community risk assessment no later than 12 months after,</p> <p>(a) the day its community risk assessment was completed; and</p> <p>(b) the day its previous review was completed.</p>	
Other reviews		
4. (2)	<p>Other reviews</p> <p>(2) The municipality or fire department must also review its community risk assessment whenever necessary.</p>	Risk assessments must be reviewed whenever necessary.
Revisions		
4. (3)	<p>Revisions</p> <p>(3) The municipality or fire department must revise its community risk assessment if it is necessary to reflect,</p> <p>(a) any significant changes in the mandatory profiles;</p> <p>(b) any other significant matters arising from the review.</p>	Municipalities and or fire departments in an area where there is no local government must revise its risk assessment if there are any significant changes to the mandatory profiles or another significant change in the community
New assessment instead of review		
4. (4)	<p>New assessment instead of review</p> <p>(4) The municipality or fire department does not have to review its community risk assessment if it expects to complete a new community risk assessment on or before the day it would complete the review.</p>	If a municipality or fire department plans to complete a new risk assessment before the five years is up, then an annual review is not required.
Commencement		
5.	<p>Commencement</p> <p>5. This Regulation comes into force on the later of July 1, 2019 and the day it is filed.</p>	The regulation comes into force July 1, 2019.

Regulation Section Affected	Provision	Description
SCHEDULE 1 MANDATORY PROFILES		
Schedule 1	1. Geographic profile: The physical features of the community, including the nature and placement of features such as highways, waterways, railways, canyons, bridges, landforms and wildland-urban interfaces.	Physical features of the community may present inherent risks or potentially have an impact on fire department access or response time.
Schedule 1	2. Building stock profile: The types of buildings in the community, the uses of the buildings in the community, the number of buildings of each type, the number of buildings of each use and any building-related risks known to the fire department.	Potential fire risks associated with different types or uses of buildings given their prevalence in the community and the presence or absence of fire safety systems and equipment at time of construction.
Schedule 1	3. Critical infrastructure profile: The capabilities and limitations of critical infrastructure, including electricity distribution, water distribution, telecommunications, hospitals and airports.	Presence/availability and capacity of infrastructure elements that could have a significant impact on such things as dispatch, communications, suppression operations, overall health care or transportation for the community if compromised, or that may present unique fire risks by virtue of their size or design.
Schedule 1	4. Demographic profile: The composition of the community's population, respecting matters relevant to the community, such as population size and dispersion, age, gender, cultural background, level of education, socioeconomic make-up, and transient population.	Characteristics of the population in the community in order to tailor delivery of fire protection services including public education and fire prevention programs.
Schedule 1	5. Hazard profile: The hazards in the community, including natural hazards, hazards caused by humans, and technological hazards.	Hazards, to which fire departments may be expected to respond, that may have a significant impact on the

Regulation Section Affected	Provision	Description
		community. Examples of natural hazards would include floods, forest fires or earthquakes; human caused hazards would include such things as chemical or biological attacks, or other terrorist activity; and technological hazards would include such things as industrial pollution, nuclear or hazardous materials incidents.
Schedule 1	6. Public safety response profile: The types of incidents responded to by other entities in the community, and those entities' response capabilities.	Other public safety response agencies (such as police/ambulance/rescue) that might be tasked to or able to assist in the some capacity to the response to emergencies or in mitigating the impact of emergencies to which the fire department responds.
Schedule 1	7. Community services profile: The types of services provided by other entities in the community, and those entities' service capabilities.	Presence or absence and potential abilities of other agencies, organizations, or associations to provide services that may assist in mitigating the impact of emergencies to which the fire department responds.
Schedule 1	8. Economic profile: The economic sectors affecting the community that are critical to its financial sustainability.	Economic drivers in the community that have significant influence on the ability of the community to provide or maintain service levels.

Regulation Section Affected	Provision	Description
<p>Schedule 1</p>	<p>9. Past loss and event history profile: The community's past emergency response experience, including the following analysis:</p> <ol style="list-style-type: none"> 1. The number and types of emergency responses, injuries, deaths and dollar losses. 2. Comparison of the community's fire loss statistics with provincial fire loss statistics. <p>Note: Each profile is to be interpreted as extending only to matters relevant to fire protection services.</p>	<p>Evaluation of previous response data to identify circumstances and behaviours that will inform decisions on fire protection services delivery including public fire safety education and inspection programs.</p>

Questions & Answers

Fire Safety Regulations

General

1. What are the new regulations that the ministry developed under the Fire Protection and Prevention Act (FPPA)?

- The ministry has developed three new regulations under the FPPA that relate to:
 - Certification of firefighters;
 - Community risk assessments to inform the delivery of fire protection services; and,
 - Public reporting on fire department response times.

2. What is the Fire Safety Technical Table (the Table)?

- The Table was established in January 2017 to identify policy gaps and challenges, and to provide recommendations to the ministry to modernize fire service delivery in Ontario.
- The Table includes municipal representation from the Association of Municipalities of Ontario (AMO), the Town of Aurora, fire associations and representatives from career, composite and volunteer fire departments from both urban and rural communities.
- The initial focus of the Table has been to inform the development of recommendations for the ministry on firefighter certification, conducting community risk assessments, public reporting of fire-related data, and other matters of collective interest.

3. Why does the government need the advice of a technical table?

- The FPPA is over 20 years old, which means there is a need to address emerging gaps and challenges related to the delivery of fire safety in Ontario, including a lack of mandatory standards related to firefighter training and certification.
- The ministry established the Table to seek input from knowledgeable stakeholders, including firefighter associations, fire departments and municipalities. The advice received from stakeholders complements the existing technical expertise of the Office of the Fire Marshal and Emergency Management (OFMEM), allowing the ministry to take into account municipal and local concerns when addressing various challenges.

4. Who has been consulted on these regulations?

- In addition to consultations with the Table and partner ministries, the proposals were posted on the regulatory registry for public comment in early 2018 – approximately 400 comments were received.

5. When would the regulations come into force?

- Mandatory certification: July 1, 2019, with some sections coming into force on January 1, 2020 and January 1, 2021.
- Community risk assessment: July 1, 2019.
- Public reporting: January 1, 2020.

Questions & Answers

Fire Safety Regulations

6. Do these regulations apply to fire services that operate in unincorporated territories where the province has jurisdiction?

- Yes, the regulatory requirements will apply to unincorporated territories as well as municipalities.

Mandatory Certification

1. Why is the ministry mandating that firefighters be certified?

- Numerous coroner's inquests have identified and/or recommended the need to implement mandatory certification of firefighters/fire services personnel.
- The Occupational Health and Safety Act requires employers to provide information, instruction and supervision to a worker to protect the health or safety of the worker; however there is no mandatory requirement to train to a specific standard.
- To increase public and firefighter safety by ensuring firefighters delivering fire protection services are trained and certified to National Fire Protection Association (NFPA) standards – which are best practice, internationally regarded and evidence based.

2. Why is the government using NFPA standards?

- NFPA is a body that creates and maintains consensus-based standards and codes for usage and adoption by local governments. These codes and standards are considered best practice, evidence based and are used throughout North America.
- NFPA standards are regularly reviewed and updated based on the latest information, with input from multiple sectors, including fire services, health care facilities, manufacturers, architects/engineers and others.

3. Which NFPA standards will firefighters have to certify to?

- Mandatory certification requirements will be implemented for the following firefighter roles:

Firefighter Roles and NFPA Standard	Available for Grandfathering	In-Force Date
Newly Hired Firefighters		
Suppression firefighters: NFPA 1001	Yes	July 1, 2019
Pump Operators: NFPA 1002	No	July 1, 2019
Technical Rescuers: NFPA 1006 (for 7 chapters)	No	January 1, 2021
Fire Educators: NFPA 1035	Yes	July 1, 2019
Newly Hired and Existing Firefighters		
Fire Officers: NFPA 1021	Yes	January 1, 2020
Fire Inspectors: NFPA 1031	Yes	January 1, 2020
Fire Investigators: NFPA 1033	No	January 1, 2020
Fire Instructors: NFPA 1041	Yes	January 1, 2020
Fire Dispatchers: NFPA 1061	No	January 1, 2020
Hazardous Materials Personnel: NFPA 1072	No	January 1, 2020

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4. Why are some mandatory certification requirements only applicable to new hires while others are applicable to existing firefighters?

- Based on discussions with the Table, concern was raised that a number of fire service roles are exposed to increased risk, both for the individuals performing these roles and the municipalities themselves and therefore all firefighters in these roles should be certified.

5. If a municipality has a mutual aid agreement with another jurisdiction or First Nation department who will be responsible for ensuring the firefighters are certified?

- Firefighters from other provinces, territories, countries outside Canada and First Nation fire departments will not be required to certify to NFPA standards.
- The certification regulation applies to municipalities and fire departments in unorganized territories. As such, all firefighters employed by or appointed to a fire department within these areas must be certified.

Grandfathering

6. What does grandfathering mean?

- The grandfathering program allows existing firefighters to achieve alternative compliance with specific NFPA standards based on knowledge or experience gained to December 31, 2015.
- Grandfathering has been re-opened to all fire departments in Ontario using the same requirements as the previous program in 2013/14.

7. What will be required for grandfathering?

- The grandfathering program allows existing firefighters to achieve alternative compliance with specific NFPA standards based on knowledge or experience gained to December 31, 2015.
- Grandfathering has been re-opened to all fire departments in Ontario using the same requirements as the previous program in 2013/14.
- Firefighters who wish to take advantage of grandfathering must submit an application through their fire department by September 30, 2018. Each firefighter's application must be signed by their Fire Chief, confirming the information provided is valid and that supporting documentation is available for audit. Supporting documentation includes proof of completion of Ontario Fire College courses or programs and training or in-service records.
- OFMEM maintains a repository of Northern Fire Protection Program (NFPP) firefighter training records. OFMEM will support NFPP fire departments through the grandfathering process by providing, upon request, individual firefighter training records to the department.
- Applications are reviewed and approved by the OFMEM. Fire departments will receive a list of successful applicants. Successful applicants may request a Letter of Compliance

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from their department. Fire Chiefs have the authority to sign the Letter of Compliance with NFPA Standards for their firefighters.

- Existing firefighters who do not submit an application prior to September 30, 2018 will be required to complete the necessary training and testing to achieve certification where required by the regulation (e.g., fire inspectors, fire instructors).

8. How many fire services personnel were grandfathered when the program was offered in 2013/14?

- When Ontario decided to voluntarily adopt NFPA standards in 2013/14, a voluntary grandfathering program was offered that allowed fire service personnel to gain an entry point into the certification system based on knowledge or experience for:
 - Suppression Firefighters (NFPA 1001)
 - Fire Officers (NFPA 1021)
 - Fire Inspector (NFPA 1031)
 - Fire Educators (NFPA 1035)
 - Fire Instructors (NFPA 1041)
- When the grandfathering program was first offered, the ministry received over 17,000 applications from over 350 fire services.
- Approximately 66% (i.e., 11,500) of applicants applied for and were grandfathered for two or more levels of NFPA standards based on knowledge or experience.

9. If a firefighter has been grandfathered prior to the regulation coming into force and moves to another fire department, is their grandfathering still valid?

- Yes. Grandfathering is assigned to the individual, so it would remain with them even if they move to a new department.

10. Why are all NFPA standards outlined for mandatory certification not available for grandfathering?

- Grandfathering is not available for all positions as there were no Ontario based programs in place for some positions before Ontario endorsed NFPA certification standards in 2013/14.

11. If training records are not available, could Fire Chiefs swear an oath to say somebody has completed the necessary skills and training?

- No. Training information/records or calls for service records are needed to substantiate eligibility for grandfathering. This information should already be in the firefighters' training and calls for service records that fire departments are required to maintain.

12. How much time will it take a Fire Chief to grandfather each firefighter in their department?

- Time for a Fire Chief or designate to complete the application to grandfather each firefighter in his/her department would vary as the review of training or calls to service records would be required in order to substantiate a firefighter's eligibility.

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- The training and calls for service information needed to substantiate eligibility for grandfathering should already be in the firefighters' records maintained by the fire department.

13. Who will be responsible for grandfathering firefighters in the fire departments that operate in unorganized territories?

- Fire Chiefs appointed to NFPP departments would be responsible.
- The ministry understands that some NFPP fire departments may face issues with locating and compiling the necessary records for their firefighters.
- For these cases, OFMEM would provide, upon request, individual firefighter training records or calls for service records to the department.

Internship Program

14. What does “internship” mean, as outlined in the regulation?

- The internship program would allow municipalities/fire departments to hire new uncertified individuals who would have up to 24 months, with the potential of an additional 12 months upon approval of the Fire Marshal, to become certified.
- Firefighters seeking employment as either a Fire Instructor or Fire Inspector may enter into the internship program for a period of six months (with an additional six months upon approval of the Fire Marshal) to allow them to train and become certified.
- The ministry will work with the sector and appropriate stakeholders to determine the criteria for the internship program, including acceptable duties an intern may perform under direct supervision by a qualified individual before the regulation comes into force.

Training and Testing

15. What is mandatory certification going to cost municipalities?

- Since 2013/14, many fire services have been voluntarily training to NFPA standards. There are also a number of fire departments that have voluntarily been certifying their firefighters.
- Additional costs to municipalities for mandatory certification primarily relate to training materials (i.e., study manuals) and staff compensation. This would include the potential need to pay a firefighter to take training offsite if it is not delivered in-house or for a volunteer firefighter to take time off work and attend in-house or offsite training.
- Fire departments that are training to NFPA standards would likely already have training materials.

16. How much will it cost a new recruit to become a volunteer firefighter?

- The cost for a new recruit to become certified is dependent on the level of service provided by the municipality and the location of training. As such, costs will vary.
- The cost for a new volunteer recruit to be certified to NFPA 1001, Levels I and II (exterior and interior attack) at the Ontario Fire College, would be \$130 if the recruit enrolls in the 2-Part “Recruit” (which is a blend of in-class and online learning) delivery model. It would

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cost \$325 if the recruit enrolls in the 5-Part (which is only in-class learning) delivery model.

- Costs for training at Regional Training Centres or at a College of Applied Arts and Technology/Private Career College may vary and, in some circumstances, be more costly than what is charged at the Ontario Fire College.
- In addition, there may be costs for travel and staff compensation; however, these would vary depending on the distance travelled and whether the municipality/fire department provides staff compensation.

17. How will the ministry support fire departments with training and certification?

- Ontario specific training course content produced by the Ontario Fire College will continue to be made available online and free of charge, while other instructor material through third party publishers is made available at a nominal cost (\$75-125 for study manuals that can be shared amongst students).
- Online knowledge testing will be made available at no charge which would reduce municipal travel expenses.
- The ministry will work with the Table and municipalities, especially those who represent small, northern and rural areas, to identify specific challenges and seek their input in developing an implementation model that would best address their needs in order to ensure successful implementation.

18. How will the fire departments that operate in unorganized territories be supported?

- Fire departments that operate in the unorganized territories are part of the NFPP.
- OFMEM, having oversight for the NFPP, would support the NFPP Fire Chiefs with the implementation of the regulations, including covering related costs as appropriate.

19. When will training content be made available to fire services?

- Content for fire services that choose to deliver in-house training to their firefighters is currently available online through recognized third-party publishers and through OFMEM for Ontario specific content.

20. When will online testing be made available?

- The ministry is currently working to help ensure that online testing is made available before requirements come into force July 1, 2019.

21. Will the requirement to certify to NFPA standards mean that firefighters train for incidents that they may not be dealing with in their community?

- No. Firefighters will not have to certify to NFPA standards for roles that they do not perform in their community.
- Municipalities set levels of service and provide fire protection services in accordance with their needs and circumstances.

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22. Would firefighters be required to re-train and pass a certification test every time a new edition of an NFPA standard is issued?

- No. However, it would be recommended that fire departments and firefighters review and train to any new edition of an NFPA standard to stay current in their field.

23. How many hours will it take a new recruit in a northern/rural area with no high-rise/urban issues to become certified as a volunteer firefighter?

- A new volunteer recruit would have an opportunity to spread these hours over a period of two years, or three upon approval of the Fire Marshal, if they enrol in the internship program (which will likely be the case if they are not certified before being hired).
- A new recruit training to NFPA 1001 Level 1 (exterior attack) would have to complete approximately 225 hours of training.
 - If the new recruit is enrolled in the internship program which provides 24 months, this would equate to approximately two hours of training per week with 52 weeks per year (or approximately nine and a half hours a month) over the course of a two year period.
 - Should this new recruit obtain an extension by the Fire Marshal to be an intern for an additional 12 months on top of the 24 months, this would equate to approximately one and a half hours of training per week with 52 weeks per year (or approximately six and a quarter hours a month) over the course of a three year period.
- An additional 90 hours of training is required should a recruit want to be certified to NFPA 1001 Level 1 and Level 2 (interior attack).
 - If the new recruit is enrolled in the internship program, this would equate to approximately three hours of training per week with 52 weeks per year (or approximately 13 hours a month) over the course of a two year period.
 - Should this new recruit obtain an extension by the Fire Marshal to be an intern for an additional 12 months on top of the 24 months, this would equate to approximately two hours per week with 52 weeks per year (or approximately nine hours a month) over the course of a three year period.

24. Would volunteer firefighters be expected to travel for training/testing? If so, who would be expected to cover these costs for fire departments in unorganized territories?

- In some instances, volunteer firefighters may have to travel for training and testing.
- The ministry will work with municipalities to minimize impacts such as reducing travel to take training and certification so that fire services who wish to train their firefighters locally will be able to do so.
- We will work with the Table and municipalities, especially those who represent small, northern and rural areas, to identify specific challenges and seek their input in developing an implementation model that would best address their needs in order to ensure successful implementation.

Questions & Answers

Fire Safety Regulations

Community Risk Assessments

- 1. Why is the ministry requiring municipalities to conduct mandatory community risk assessments?**
 - Community risk assessments will better ensure fire departments understand the unique needs and circumstances of their communities, including fire risks.
 - This will help municipalities make evidence based decisions on the provision of fire protection services in their communities.

- 2. How is the new community risk assessment different from the risk assessment some municipalities currently complete?**
 - OFMEM has promoted the completion of a simplified risk assessment to inform decisions relating to the provision of fire protection services.
 - OFMEM has found that a large portion of municipalities do complete risk assessments. Although this is occurring, there is no mandatory requirement for them to do so.
 - The new requirements in the community risk assessment regulation build on the existing simplified risk assessments that many municipalities already conduct. This would standardize the process and help ensure a consistent and robust approach to assessing community risk across the province.
 - If a municipality currently conducts an equivalent risk assessment process, the municipality, upon approval from the Fire Marshal, would not be required to complete the risk assessment as set out in the regulation.

- 3. How is the ministry planning to support small and rural municipalities that do not have the resources to complete a more comprehensive assessment?**
 - OFMEM will be providing municipalities with a risk assessment guideline that includes a sample template to assist municipalities in completing the risk assessment.
 - OFMEM will also provide support to small/rural communities who may not be able to complete the risk assessment without assistance.

- 4. When will the template be made available to municipalities and fire services?**
 - The ministry will work with stakeholders on the development of the template which will be available before the regulation comes into force on July 1, 2019.
 - All municipalities will have to complete the new community risk assessment by July 1, 2024.

Public Reporting

- 1. Why is the ministry requiring that municipalities publicly report on their response times?**
 - Under the FPPA, fire departments report information through the completion of a Standard Incident Report (SIR) to the Fire Marshal.

Questions & Answers

Fire Safety Regulations

- Fire departments report response times using varying definitions which results in inconsistent data that may not be properly interpreted.
- Not all fire departments report response times to their municipal councils and where they do, only some departments, typically the larger ones, report this information publicly.
- This regulation will create consistent reporting and increase transparency and accountability by providing the public with a clear understanding of what they can expect from their fire service in terms of their response times.

2. Why does the ministry have different requirements for fire trucks made up of career firefighters and volunteer firefighters?

- The public reporting regulation requirements differ for career and volunteer firefighters to recognize there are differences in the make-up of fire service delivery across Ontario and response times may vary depending on the department type.
- Fire trucks made up of all career firefighters are required to report their response times against benchmarks that have been set out in NFPA.
- Fire trucks made up of at least one volunteer firefighter would only be required to report what their response time is 90 percent of the time. They would not be required to compare these to benchmarks that have been set out in NFPA.

3. What is the process for public reporting?

- Beginning January 1, 2020:
 - Fire departments provide time stamp data to OFMEM through the existing Standard Incident Reporting system.
 - OFMEM will use this information to calculate response times and will then provide calculated response times back to fire departments.
 - Upon receiving calculated response time data, fire departments must prepare a public report. Fire departments must submit their public report to municipal council. This provides fire departments and municipalities the opportunity to explain their response times. Explanatory language will help the public understand the factors that may impact a fire department's response times.
 - Once OFMEM receives public reports from all fire departments, OFMEM will publicly post these reports on its website.

4. What evidence was used to support the response times in the regulation?

- The definitions and benchmarks for response times come from NFPA – an association that creates and maintains industry best practice, evidence based standards and codes internationally.
- NFPA standards are regularly reviewed and updated based on the latest information, with input from multiple sectors, including fire services, health care facilities, manufacturers, architects/engineers and others.

Questions & Answers

Fire Safety Regulations

5. Why has the ministry included medical response times as part of the public reporting regulation?

- Currently, fire departments respond to medical emergency calls. Information from these calls are reported to OFMEM through the SIR system.
- The public reporting regulation requires fire departments to report on their turnout times related to emergency medical services and travel time for a fire department unit with a first responder with an automatic external defibrillator or higher level capability.
- The ministry will be conducting a comprehensive review of the SIR and through this process, will ensure that the capability to report on the medical calls in the regulation are reported and captured accurately by fire departments.
- The public reporting regulation does not imply that firefighters have the authority to perform acts that the *Regulated Health Professions Act, 1991* does not permit them to perform.

**Minister of
Seniors Affairs**

6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 314-9710
Fax: (416) 325-4787

**Ministre des Affaires
des personnes âgées**

6e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 314-9710
Télééc.: (416) 325-4787



May 4, 2018

Dear Friends:

June is Ontario's 34th annual Seniors' Month. This year's theme, "Now's the time to start something new," highlights how aging does not prevent any of us from leading fulfilling lives. Seniors continue to contribute to our community and we can all benefit from their wisdom, friendship, and experience.

To help spread the word, we have enclosed a copy of this year's poster in English and French. If you would like additional copies, please send an email to infoseniors@ontario.ca and indicate the quantity you require and your full mailing address. Posters are available while quantities last.

Finally, I continue to encourage everyone to celebrate Seniors' Month by hosting an event in your community. For more information about programs and services that are available to help seniors lead a healthy, active, and engaged life over 65, please visit our new website ontario.ca/AgingWell.

Thank you for your continued support and for celebrating Ontario's seniors.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dipika Damerla'. The signature is fluid and cursive, with a large initial 'D'.

Dipika Damerla
Minister

Enclosure



Now's the time to start something new

June is Seniors' Month in Ontario

Find programs and services in your community

ontario.ca/AgingWell

Proclamation



The Corporation of the Town of Amherstburg

“Seniors’ Month June 1-30, 2018”

Where As: *Seniors’ Month is an annual province-wide celebration;*

Where As: *Seniors have contributed and continue to contribute immensely to the life and vibrancy of this community;*

Where As: *Seniors continue to serve as leaders, mentors, volunteers and important and active members of this community;*

Where As: *Their contributions past and present warrant appreciation and recognition and their stories deserve to be told;*

Where As: *The health and well-being of seniors is in the interest of all and further adds to the health and well-being of the community; and,*

Where As: *The knowledge and experience seniors pass on to us continues to benefit all.*

I, Mayor DiCarlo, do hereby proclaim June 1-30, 2018, as Senior’s Month in the Town of Amherstburg and encourage all citizens to recognize and celebrate the accomplishments of our seniors.

Dated in the Mayor’s Office on this 14th day of May, 2018.

Aldo DiCarlo, Mayor

AMHERSTBURG COMMITTEE OF ADJUSTMENT

Minutes of a meeting of the Amherstburg Committee of Adjustment held Tuesday, February 27, 2018 at 7:30 a.m. in the Council Chambers.

Present: S. Ducedre, M. Prue, D. Shaw, A. Smith

Also Present: R. Belanger, Secretary/Planner

Introductions of the Committee members and administration.

DISCLOSURE OF INTEREST

There were no disclosures of interest.

ADOPTION OF MINUTES

Moved by M. Prue
Seconded A. Smith

That the Committee defer approval of the minutes held December 12, 2017.

-carried-

APPLICATIONS

(1) **B/1/18** Wismer Bros. Ltd.
N/S Alma Street
3729-360-000-02001

Public in Attendance: Darwin Wismer

The applicant is proposing to sever a parcel of land being 250 ft frontage by 754 ft depth with an area of 4.33 acres for the purpose of creating a new industrial lot, together with an easement in favour of the severed parcel over the retained lands, being approximately 509.46 ft wide by 20 ft depth at the North limit of the proposed retained lands, for drainage purposes. The proposed retained parcel being 509.46 ft frontage by 754 ft. depth with an area of approximately 8.82 acres will remain vacant agricultural land.

The subject property is designated Light Industrial in the Town’s Official Plan and zoned Special Industrial (SI) Zone in By-law 1999-52, as amended.

The following correspondence was received from the various agencies circulated:

- (i) Letter dated February 14, 2018 from the Essex Region Conservation Authority – The above noted lands are subject to Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulations under the *Conservation Authorities Act*, (Ontario Regulation No. 158/06). This portion of the subject parcel falls within the regulated area of the Darrah Drain and Faucher Drain. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by the regulations.

We are concerned with the potential impact of the quality and quantity of runoff in the downstream watercourse due to future development of this site. We recommend that the municipality ensure through the Site Plan Control process that the release rate for any future development is controlled to the capacity available in the existing storm sewers/drains. In addition, that stormwater

quality and stormwater quantity are 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 any other Municipal requirements (e.g., Development Standards Manual).

If this property is subject to Site Plan Control, we request to be included in the circulation of the Site Plan Control application. We reserve to comment further on storm water management concerns until we have had an opportunity to review the specific details of the proposal through the site plan approval stage.

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

We have no objections to this consent application.

- (ii) Email dated February 13, 2018 from the Public Works Department-
- No Sanitary sewers, septic field required for retained parcel
 - Driveway access required to severed parcel from municipal roadway (Alma Street)
 - Per recent meetings with Rebecca and Gerry Wismer, the discharge of Storm Water has to be addressed. The final point of outlet for all severed and retained lots must be established. Following this determination, review and approval of the storm water conveyance system will be required by Public Works. Given that the final, receiving watercourse for the severed lots has not yet been established by the proponent, Public Works cannot provide any more comment other than to say that a review will be necessary.
 - Storm Water Management Plan may be required to address run-off from the developed lot.
 - Drainage apportionments will be required, depending on the determination of the receiving watercourse and the SWM plan.
 - Conditions should match those included under B/21/17 decision
- (iii) Planning Report dated February 16, 2018 from Rebecca Belanger.

Committee Discussion:

The applicant presented the concept of the application. The applicant stated that this application is the same as his previous severances from this parcel in that the uses will be in accordance with the SI Zone along with the required easement for drainage along the north of the lot. Mr. Wismer stated that he will oversize the pipe as necessary along the northern side of the lot to address the future stormwater management. He further stated that Superior Wood phoned last week and they cannot go to the Faucher Drain. He stated that on this lot the stormwater breaks and goes to the east. Mr. Collavino, the neighbor to the north was in the audience and addressed the Committee. He stated that in his opinion

The following resolution was put forth:

Moved by S. Ducedre
Seconded by A. Smith

That application B/1/18 be approved subject to the following conditions:

1. That a Reference Plan of the subject property satisfactory to the municipality be deposited in the Registry Office; a copy to be provided to the municipality.
2. The applicant submit to the municipality the deed, in triplicate, acceptable for registration in order that consent may be attached to the original and duplicate and

- copy be provided to the municipality.
3. That all property taxes be paid in full.
 4. That an assessment apportionment for any and all drains affected by the severance be completed in accordance with the provisions of the Drainage Act and that all costs associated with said apportionment be paid by the applicant.
 5. That an access bridge must be constructed to the subject property where one does not exist. If the access is constructed over a municipal drain, it will be completed in accordance with the provisions of the Drainage Act, and if the access is constructed over a roadside drain it will be completed under the supervision of the Town's Manager of Engineering and Operations. The owner will undertake to advise any new purchaser of this understanding.
 6. That the subject lot be serviced with an appropriate storm drainage system to be developed under the supervision and to the satisfaction of the Town Drainage Superintendent.
 7. This consent will be deemed to be refused in accordance with the Planning Act if the above noted conditions are not met within one year from the date of this notice.

- carried-

Reasons of Committee - The request is in conformity with Section 6.1.2 of Amherstburg's Official Plan and is consistent with the Provincial Policy Statement.

(2) A/1/18 1830011 Ontario Ltd.
 7039 Howard Avenue
 3729-630-000-00800

Public in Attendance: Mr. Mailloux

The applicant is requesting relief from Zoning By-law 1999-52, as amended, Section 3(16)(b) which requires livestock or manure storage facilities be erected in compliance with MDS II and relief from Schedule D, MDS II Requirements. The applicant is proposing to build a 48 ft x 160 ft livestock barn with a setback from the closest dwelling on a neighbouring parcel being 230 ft. The MDS II calculation requires a setback of 354 ft. Therefore the amount of relief requested is 124 ft.

The subject property is designated Agricultural in the Town's Official Plan and zoned Agricultural (A) Zone in By-law 1999-52, as amended.

The following correspondence was received from the various agencies and residents circulated:

- (i) Letter dated February 20, 2018 from the Essex Region Conservation Authority – The most western portion of the above noted lands are subject to Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulations under the *Conservation Authorities Act*, (Ontario Regulation No. 158/06). This portion of the subject parcel falls within the regulated area of the Pigeon Drain. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by the regulations.

Upon review of the site plan provided, we can confirm that the proposed location for the new livestock barn will be located outside of the ERCA regulated area.

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

The subject property is not within or adjacent to any natural heritage feature that may meet the criteria for significance under the Provincial Policy

Statement (PPS 2014). Based on our review, we have no objection to the application with respect to natural heritage policies.

We have no objections to this application for minor variance.

- (ii) Email dated February 13, 2018 from the Public Works Department- No concerns.
- (iii) Planning Report dated February 21, 2018 from Rebecca Belanger.

Committee Discussion:

The applicant presented the concept of the application. Member Shaw asked if the only person impacted by the minor variance would be the applicant and he agreed. The Committee questioned if the barn could be moved requiring less relief and the Mailloux stated that due to the location of the utilities and regulations for turkey barns the barn is proposed in the appropriate location. He also stated that the distance would meet industry standard.

After a discussion the following resolution was put forth:

Moved by A. Smith
Seconded by M. Prue

That application A/1/18 be approved.

- carried-

Reasons of Committee - The Committee, having considered the evidence presented, and having reviewed the plans and correspondence on file, is satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law.

(3) A/2/18 Eugene & Sheila Hatfield
25 Waterfoam Drive
3729-460-000-16950

Public in Attendance: Eugene Hatfield, Sheila Hatfield

The applicant is requesting relief from Zoning By-law 1999-52, as amended, Section 6(3)(c) which requires a minimum front yard depth of 7.5 m (24.6 ft) in a Residential Type 1A (R1A) Zone. The existing single detached dwelling was approved in 2003 with a 6.1 m (20 ft) front yard setback in accordance with Section 3(23)(b) which permits the minimum setback required on a lot that is between two adjacent lots on which are located existing buildings not more than 90 metres apart shall be the average of the established building lines on the said adjacent lots.

The proposed 3 ft addition to the existing attached garage to the single detached dwelling will have a front yard depth of 5.2 m (17 ft). Therefore the amount of relief requested 0.9 m (3 ft).

The subject property is designated Low Density Residential in the Town's Official Plan and zoned Residential Type 1A (R1A) Zone in By-law 1999-52, as amended.

The following correspondence was received from the various agencies and residents circulated:

- (i) Letter dated February 20, 2018 from the Essex Region Conservation Authority – We have reviewed our floodline mapping for this area and it has been determined this site is not located within a regulated area that is under

the jurisdiction of the ERCA (Section 28 of the Conservation Authorities Act). As a result, a permit is not required from ERCA for issues related to Section 28 of the Conservation Authorities Act, Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulations under the Conservations Authorities Act, (Ontario Regulation No. 158/06).

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

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

We have no objections to this application for minor variance.

- (ii) Email dated February 16, 2018 from the Public Works Department- No concerns.
- (iii) Planning Report dated February 16, 2018 from Rebecca Belanger.

Committee Discussion:

The applicant presented the concept of the application. Eugene Hatfield stated that for health reasons the variance is necessary to allow for the construction of the addition on the garage allowing him to park his truck inside. The Committee questioned whether there would still be room to park vehicles without encroaching onto the municipal ROW. The Hatfields stated that they could actually pull up further and that there is an overhang but there would be room to park vehicles on their own property. The Committee directed the Planner/Secretary to the Committee to put wording on the minor variance approval that the owners not encroach with parking onto the municipal ROW for future reference.

After a discussion the following resolution was put forth:

Moved by M. Prue
Seconded by A. Smith

That application A/2/18 be approved subject to the following condition: That a condition be placed on the title of the property for present and future property owners restricting parking of vehicles on the municipal ROW. The parking of vehicles shall be contained within the front lot line.

- carried-

Reasons of Committee - The Committee, having considered the evidence presented including written submissions and having reviewed the plans and correspondence on file, is satisfied that the variance request is minor in nature, will not impact the character of the neighbourhood, and is keeping with the intent of the Official Plan and Zoning By-law.

NEXT MEETING

The next meeting is scheduled for Tuesday, March 20, 2018 at 7:30 a.m.

ADJOURNMENT

The meeting adjourned at 8:05 am



Deputy Chairman- Don Shaw



Secretary- Rebecca Belanger



**TOWN OF AMHERSTBURG
DRAINAGE BOARD
Tuesday, May 1, 2018
6:00 PM**

Council Chambers, 271 Sandwich Street South, Amherstburg

MINUTES

PRESENT

Ron Sutherland, Chair
Bob Pillon
Brad Laramie
Shane McVitty, Drainage Superintendent &
Engineering Coordinator
Nicole Humber, Recording Secretary

ABSENT

Bob Bezaire
Allan Major, Vice-Chair

CALL TO ORDER

The Chair called the meeting to order at 6:05 p.m.

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were none.

3. MINUTES OF PREVIOUS MEETING

Bob Pillon moved, Brad Laramie seconded:

That the minutes of the previous meeting BE ADOPTED:

1. Drainage Board Meeting Minutes – March 6, 2018

The Chair put the Motion.

Motion Carried

4. ORDER OF BUSINESS

4.1 Renaud Drain – Engineering Appointment

Shane McVitty provided the Board Members with an overview of the report for the Renaud Drain. He indicated that maintenance was recently completed on the drain, and since that time the subject culvert has collapsed and is in need of replacement. Subsequently, the landowner submitted a request for improvement to the Town, resulting in the need to appoint an Engineer to complete a report for the culvert replacement. Mr. McVitty advised the Board that the Town is trying to work with the landowner to help him gain access to his farm. Mr. Pillon asked if the failing culvert was noticed last year when the maintenance was complete. Mr. McVitty indicated that it wasn't until recently that the landowner noticed the failure. He added that the existing report for the Renaud Drain does not provide sufficient technical or assessment information required to replace the bridge under maintenance. It is for this reason that a new engineering report is required.

Bob Pillon moved; Brad Laramie seconded

That:

1. The report from the Drainage Superintendent and Engineering Coordinator dated April 6, 2018, regarding the Renaud Drain – Engineering Appointment **BE RECEIVED**;
2. The Drainage Board recommend that Council **ACCEPT** the request from Matthew Schwab and Tina Dube for the replacement of the access culvert over the Renaud Drain per Section 78 of the Drainage Act; and,
3. The Drainage Board recommend that the appointment of the firm of R. Dobbin Engineering Inc. for the repair and improvement to the Renaud Drain **BE APPROVED** by Council.

The Chair put the motion.

Motion Carried

4.2 John Parks Drain No. 1 – Engineering Appointment

Shane McVitty provided the Board with a brief overview of the history of the John Parks Drain No. 1 with emphasis on the lower portion of the drain and its enclosures. Mr. McVitty informed the Board that part of the enclosure portion along Front Road is starting to collapse and fail. The failing portion requires replacement. Mr. McVitty added that portions of the enclosed section of the drain were installed under an engineering report, while others were enclosed privately. As part of this project, the Engineer will evaluate all enclosures and make recommendations for replacements or improvements as necessary. If the enclosure is deemed suitable and hydraulically adequate, the Engineer will incorporate it as part of the drain and provide the necessary maintenance and cost sharing provisions. Ron Sutherland asked about the timeline of this project. Mr. McVitty advised that the Engineer will be commencing his work soon, with the hopes of completing the report as quickly as possible. Brad Laramie asked if the privately enclosed portion was installed as part of a report. Mr. McVitty indicated that the work may have been engineered privately, however it was never installed under an Engineer's report.

Bob Pillon moved; Brad Laramie seconded;

That:

1. The report from the Drainage Superintendent and Engineering Coordinator dated April 6, 2018, regarding the John Parks Drain No.1 – Engineering Appointment **BE RECEIVED**; and,
2. The Drainage Board recommend that the appointment of the firm of R. Dobbin Engineering Inc. for the repair and improvement to the John Parks Drain No.1 **BE APPROVED** by Council.

The Chair put the motion.

Motion Carried

4.3 Lemay-Cookson Drain – Engineering Appointment

Shane McVitty gave a brief overview of the drainage issues along Sari Lane. He indicated that the property located at the south end of Sari Lane often experiences flooding during rain events. During periods of high lake levels and strong winds, the existing gravity outfall is unable to discharge, which causes extensive flooding along Sari Lane. He told the Board that at one time the area drainage was pump controlled, but this changed under an engineering report as development in the area occurred in the late 90's. Dillon Consulting will be the Engineer on the project, and the Engineer may explore reinstating the pump.

Brad Laramie moved, Bob Pillon seconded;

That:

1. The report from the Drainage Superintendent and Engineering Coordinator dated April 24, 2018, regarding the Lemay-Cookson Drain– Engineering Appointment **BE RECEIVED**;
2. The Drainage Board recommend that Council **ACCEPT** the request from Shaun Gignac for improvements to the Lemay-Cookson Drain per Section 78 of the Drainage Act; and,
3. The Drainage Board recommend that the appointment of the firm of Dillon Consulting Ltd. for the repair and improvement to the Lemay-Cookson Drain **BE APPROVED** by Council.

The Chair put the motion.

Motion Carried

4.4 Sucker Creek Drain – Court of Revision Appointment

Shane McVitty advised that the Sucker Creek Drain serves both Amherstburg and the Town of Essex. The Town of Essex is presently engaged with an Engineer to complete a report for a new maintenance schedule which will be used for upcoming maintenance on the drain. Under the Drainage Act, the Town of Amherstburg is required to designate a member of Council sit on the Court of Revision. Under the Town of Amherstburg's Drainage Board bylaw, the Chair of the Board has the authority to designate a member and an alternate member of the Drainage Board to sit on the Town of Essex Court of Revision for the report on the Sucker Creek Drain.

A member in the audience, Phil Ochs from 8660 Middle Side Road, asked the members of the Board why the ditch in front of his home is not moving the water like it should. He expressed concern with flooding, and indicated that during the most recent rain events the ditch is not draining as it had in the past.

Mr. McVitty advised Mr. Ochs that the Town has recently received a couple of calls regarding that area of Middle Side Road. It was noted that the ditch is on a County road and is maintained by the County of Essex. Mr. McVitty suggested that Mr. Ochs contact the County of Essex Roads Department to voice his concerns. Ron Sutherland advised Mr. Ochs that the Town would provide him with the contact information for the County of Essex.

It was recommended that:

1. The report from the Drainage Superintendent and Engineering Coordinator dated April 23, 2018, regarding the Sucker Creek Drain – Appointment of Amherstburg Drainage Board Member to the Town of Essex Court of Revision **BE RECEIVED**;
2. As per the requirement outlined in Section 97(3) in the Drainage Act, the Chair of the Drainage Board select Drainage Board Member Brad Laramie **TO BE APPOINTED** to represent the Town of Amherstburg on the Town of Essex Court of Revision to hear and rule on appeals for the Updated Maintenance Schedule report for the Sucker Creek Drain; and,
4. The Chair of the Drainage Board select Drainage Board Member Ron Sutherland **TO BE APPOINTED** as the alternate representative on the Town of Essex Court of Revision to hear and rule on appeals for the Updated Maintenance Schedule report for the Sucker Creek Drain.
5. **NEXT MEETING DATE**
Tuesday, June 5, 2018 @ 6:00 p.m.
6. **ADJOURNMENT**
The meeting adjourned at 6:37 p.m.

Chair – Ron Sutherland

Staff Liaison – Shane McVitty



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF ENGINEERING AND PUBLIC WORKS

MISSION STATEMENT:

Author's Name: Shane McVitty	Report Date: April 6, 2018
Author's Phone: 519 736-3664 ext. 2318	Date to Drainage Board: May 1, 2018
Author's E-mail: smcvitty@amherstburg.ca	Resolution #: N/A

To: Members of the Drainage Board

Subject: Renaud Drain – Engineering Appointment

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Drainage Superintendent and Engineering Coordinator dated April 6, 2018, regarding the Renaud Drain – Engineering Appointment **BE RECEIVED**;
2. The Drainage Board recommend that Council **ACCEPT** the request from Matthew Schwab and Tina Dube for the replacement of the access culvert over the Renaud Drain per Section 78 of the Drainage Act; and,
3. The Drainage Board recommend that the appointment of the firm of R. Dobbin Engineering Inc. for the repair and improvement to the Renaud Drain **BE APPROVED** by Council.

2. **BACKGROUND:**

On March 28th, 2018, Matthew Schwab and Tina Dube submitted a request for the repair and improvement of the Renaud Drain.

3. DISCUSSION:

The Renaud Municipal Drain was last improved under a report authored by N.J. Peralta, P. Eng. dated October 28, 1982. The 1982 Peralta report provided for the improvement of the entire length of the drain.

Following recent maintenance activities on the Renaud Drain, which included brushing, bottom cleaning, and culvert flushing, it was discovered that the exiting culvert serving the farm lot owned by Matthew Schwab and Tina Dube was failing. The Drainage Superintendent and Engineering Coordinator attended the property and inspected the access culvert serving the property. The bottom of the culvert was observed to be rotting out and the headwalls were found to be in poor shape. Additionally, sink holes had developed in the gravel driveway portion which has rendered the access bridge unusable. Following the inspection of the culvert and discussions with the owner, the Drainage Superintendent and Engineering Coordinator further provided Mr. Schwab with the process of replacing the access culvert under the Drainage Act. Mr. Schwab has also expressed an interest in having driveway widened to accommodate farm machinery.

A motion was passed at the January 15, 2018 Council Meeting to authorize administration to utilize a roster for drainage services under the Drainage Act. Among others, R. Dobbin Engineering Inc. was selected to be included as part of this roster and is thereby eligible to prepare a drainage report pursuant to Section 78 of the Drainage Act for repair and improvement to the Renaud Drain.

4. RISK ANALYSIS:

The Schwab bridge within the Renaud Drain has been identified as needing replacement and is in poor condition. This bridge provides access to the farm property presently owned by Matthew Schwab and Tina Dube. Replacement of this bridge has been requested by the Mr. Schwab and Ms. Dube. Failing to appoint an engineer to evaluate this bridge and subsequently complete a report under the provisions of the Drainage Act in an expedient manner could place bridge users in jeopardy should the condition of the bridge continue to deteriorate. Also, the deterioration of culvert piping may permit gravel and earthen backfill to migrate into the drain. This can cause flow blockages, thereby decreasing the ability of the drain to efficiently convey water, resulting in an increased risk of water overtopping driveways and upstream flooding.

Under the Drainage Act, the municipality can be held responsible for damages due to flooding and bridge failures if the improvements are not completed.

5. FINANCIAL MATTERS:

The financial implications will be determined by the appointed engineer and will be provided in the schedule of assessment within the engineer's drainage report for the improvements to the Renaud Drain.

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

Administration is recommending that the appointment of the firm of R. Dobbin Engineering Inc. for the repair and improvement to the Renaud Drain be brought to the next Regular Council meeting for Council's consideration pursuant to the provisions of the Drainage Act.



Shane McVitty
**Drainage Superintendent and
Engineering Coordinator**

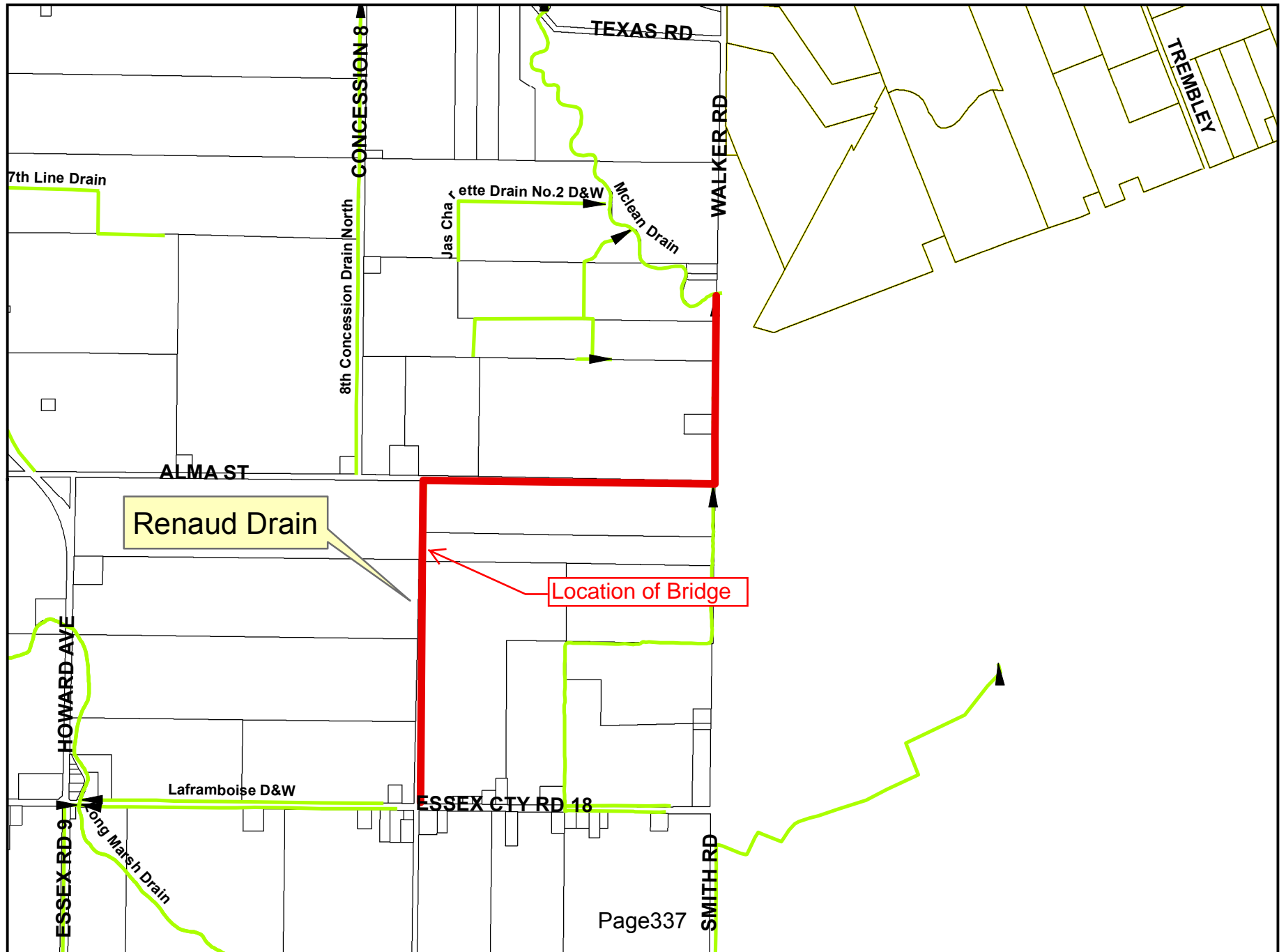
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Attachment(s):

- Request for Improvement submitted by Mr. Schwab and Ms. Dube
- Map of Renaud Drain

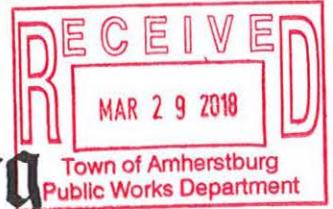


Renaud Drain





The Corporation of The Town of Amherstburg



REPAIR/IMPROVEMENT of a MUNICIPAL DRAIN (Section 66, 76 and 78 Drainage Act)

FROM: Matthew Schwab & Tina Dube

DRAIN: Renaud Drain

I/We are the owner of the following land(s): Part Lot 95, Con. 9 Part 1

Roll Number(s): [REDACTED]

And I/We request the following work on the above drain:

- a) Subsequent Connections (Section 66(1))
- b) New Schedule of Assessment (Section 76)
- c) Improvements upon Examination and Report of Engineer (Section 78)
- d) New Access Bridge (Section 78)
 - Residential Bridge
 - Agricultural Bridge

culvert collapsing

I request that if necessary, an Engineer be appointed and that he will determine a time and place at which he will attend an on-site meeting and examine the drainage area with all assessed ratepayers to be invited.

In signing this form, the owner is advised that they may be charged for work performed by the appointed Engineer should the works not proceed as requested.

Dated this 28 day of March, 2018.

Matthew Schwab
Signature of Owner

Tina Dube
Signature of Owner

Telephone Number

[REDACTED]
Telephone Number



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF ENGINEERING AND PUBLIC WORKS

MISSION STATEMENT:

Author's Name: Shane McVitty	Report Date: April 6, 2018
Author's Phone: 519 736-3664 ext. 2318	Date to Drainage Board: May 1, 2018
Author's E-mail: smcvitty@amherstburg.ca	Resolution #: N/A

To: Members of the Drainage Board

Subject: John Parks Drain No.1 – Engineering Appointment

1. RECOMMENDATION:

It is recommended that:

1. The report from the Drainage Superintendent and Engineering Coordinator dated April 6, 2018, regarding the John Parks Drain No.1 – Engineering Appointment **BE RECEIVED**; and,
2. The Drainage Board recommend that the appointment of the firm of R. Dobbin Engineering Inc. for the repair and improvement to the John Parks Drain No.1 **BE APPROVED** by Council.

2. BACKGROUND:

Concerns have been raised by landowners regarding the condition of an existing drain enclosure pipe where it fronts their residential properties on Front Road (County Road 20). Upon examination from Administration and follow-up discussions with landowners, it was determined that the existing corrugated steel pipe at 1217 County Road 20 was failing and has caused sinkhole collapses within portions of the adjacent yard and lawn areas. The subject enclosure pipe forms part of the John Parks Drain No.1, which is a municipal drain in the Town of Amherstburg. Based on a review of the drain history and previous engineering reports, Administration is recommending that an engineer be appointed to complete an engineering report under the provisions of the Drainage Act in order to properly complete the required repairs.

3. DISCUSSION:

The John Parks Drain No.1 Municipal Drain was last improved under a report authored by William J. Settingington, P. Eng. dated February 6, 1976. This report provided for the improvement of the entire length of the drain and included provisions for the installation of the subject enclosure pipe that is presently failing. A report to update the maintenance schedule was later prepared by N.J. Peralta, P.Eng., date May 3, 1985. This report was completed in order to address numerous changes within the watershed and to delete special work within the 1976 Settingington report, thereby allowing the municipality to complete maintenance on the open portion of the drain and properly assess said work to the affected ratepayers.

Through our review of drainage history and following our site investigations, Administration has determined that there are a number of issues relating to the bottom portion of the John Parks Drain No.1. Firstly, the existing reports that have been completed for the drain do not provide Administration with the necessary tools that it needs to complete the repair work to the failing culvert and assess the associated cost in a manner that is fair and equitable to affected landowners. Secondly, a portion of the drain upstream of the subject enclosure pipe was installed privately by a landowner in 2001. This enclosure was never formalized under the procedures of the Drainage Act and was never adopted as part of the drain under municipal by-law. In the future, should the Town be required to perform any works of maintenance on this private enclosure, it would not have the technical specifications to do so, nor would it have any legal basis of assessment of cost. In order to rectify these shortcomings, an engineering report, adopted under by-law, is required.

Finally, through our discussions with landowners that live along Front Road, we have learned that there is concern with the functioning of the outlet at the Detroit River. Given that there are other issues that need attention near the lower reach of the drain, Administration felt that it would be beneficial to have the outlet evaluated by an engineer who will provide improvement recommendations as required.

A motion was passed at the January 15, 2018 Council Meeting to authorize administration to utilize a roster for drainage services under the Drainage Act. Among others, R. Dobbin Engineering Inc. was selected to be included as part of this roster and is thereby eligible to prepare a drainage report pursuant to Section 78 of the Drainage Act for repair and improvement to the John Parks Drain No.1.

4. RISK ANALYSIS:

The lower pipe enclosure within the John Parks Drain No.1 has been identified by Administration as needing replacement and is in poor condition. This culvert is over 40 years old and has collapsed in some areas. In addition, a second enclosure upstream has no legal status within the drain and the Municipality has no legal method for conducting future repairs or levying the associated assessments that would accompany these repairs. Concerns with the drain outlet at the Detroit River have also been raised by landowners. Failing to appoint an engineer to evaluate the lower portion of this drain and subsequently complete a report under the provisions of the Drainage Act in an expedient manner could place landowners in jeopardy should any of these concerns worsen. Also, the deterioration of culvert piping may permit gravel and earthen backfill

to migrate into the drain. This can cause flow blockages, thereby decreasing the ability of the drain to efficiently convey water, resulting in an increased risk of water overtopping driveways and upstream flooding.

Under the Drainage Act, the municipality can be held responsible for damages due to flooding and bridge failures if the improvements are not completed.

5. FINANCIAL MATTERS:

The financial implications will be determined by the appointed engineer and will be provided in the schedule of assessment within the engineer's drainage report for the improvements to the John Parks Drain No.1.

6. CONSULTATIONS:

N/A

7. CONCLUSION:

Administration is recommending that the appointment of the firm of R. Dobbin Engineering Inc. for the repair and improvement to the John Parks Drain No.1 be brought to the next Regular Council meeting for Council's consideration pursuant to the provisions of the Drainage Act.



Shane McVitty
**Drainage Superintendent and
Engineering Coordinator**

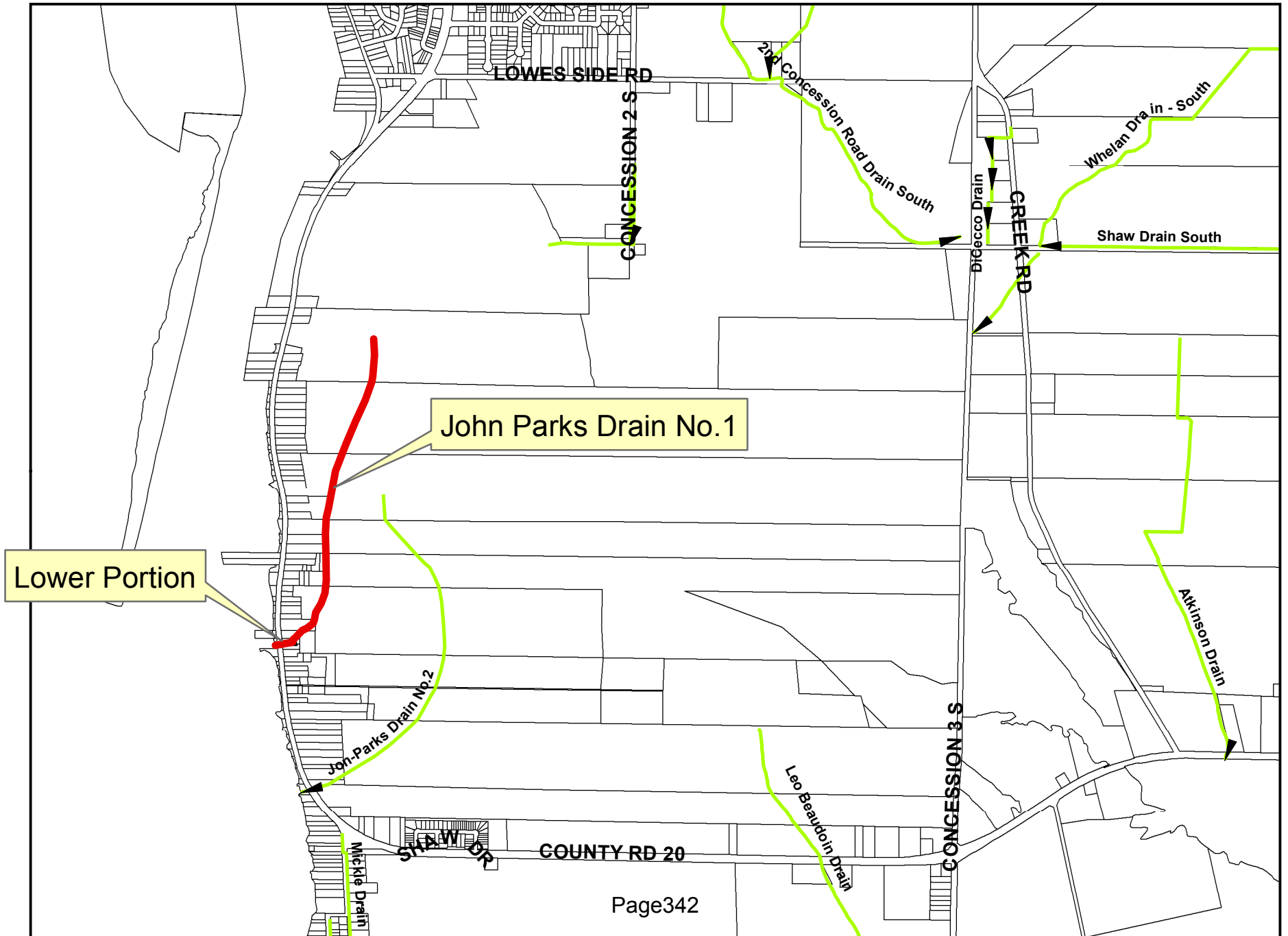
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Attachment(s):

- Maps of John Parks Drain No.1

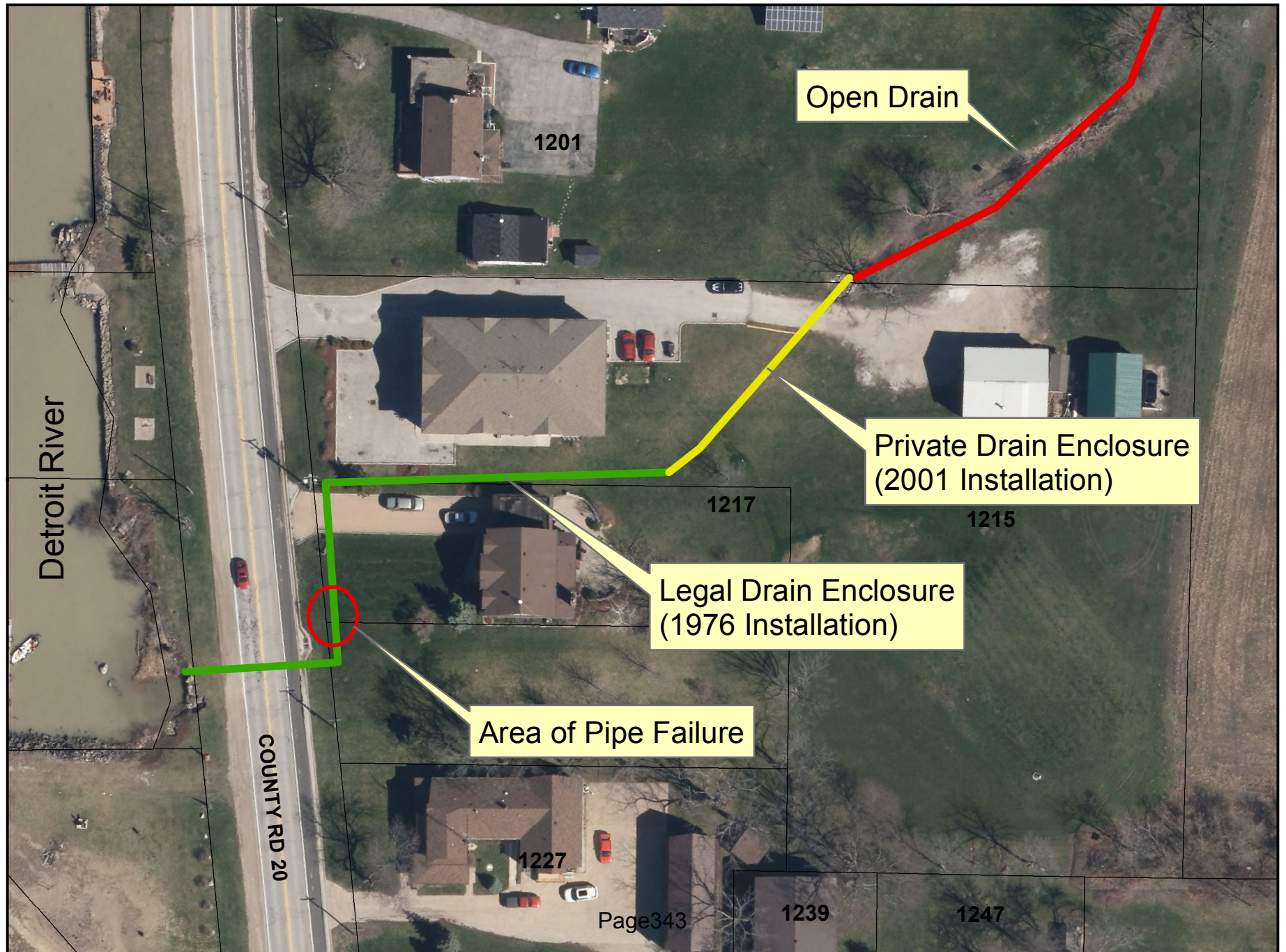


John Parks Drain No.1





John Parks Drain No.1





THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF ENGINEERING AND PUBLIC WORKS

MISSION STATEMENT:

Author's Name: Shane McVitty	Report Date: April 24, 2018
Author's Phone: 519 736-3664 ext. 2318	Date to Drainage Board: May 1, 2018
Author's E-mail: smcvitty@amherstburg.ca	Resolution #: N/A

To: Members of the Drainage Board

Subject: Lemay-Cookson Drain – Engineering Appointment

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Drainage Superintendent and Engineering Coordinator dated April 24, 2018, regarding the Lemay-Cookson Drain– Engineering Appointment **BE RECEIVED**;
2. The Drainage Board recommend that Council **ACCEPT** the request from Shaun Gignac for improvements to the Lemay-Cookson Drain per Section 78 of the Drainage Act; and,
3. The Drainage Board recommend that the appointment of the firm of Dillon Consulting Ltd. for the repair and improvement to the Lemay-Cookson Drain **BE APPROVED** by Council.

2. **BACKGROUND:**

On April 19th, 2018, Shaun Gignac submitted a request for the repair and improvement of the Lemay-Cookson Drain.

3. DISCUSSION:

The Lemay-Cookson Municipal Drain was last improved under a report authored by E.O. LaFontaine, P. Eng., dated December 4, 1996. The only previous report for this drain was completed by C.G.R. Armstrong, P.Eng., dated September 19, 1973.

The area that is intended to be served by the Lemay-Cookson Drain often experiences flooding during rain events and during periods of time when water levels are elevated in the Detroit River and River Canard. This was especially the case during recent Spring storms. The landowner that submitted the request for improvement is located in a depressed area near the bottom of the drainage system that was entirely flooded.

The drain itself consists of a buried pipe system with rear yard catch basins that runs adjacent to the western property limits of five (5) of the existing residential lots before discharging into a roadside ditch on the east side of Sari Lane. The entire system is extremely sensitive to the levels of the surrounding Rivers. With the lowered elevation of the Gignac lot, the bottom end of the drain is often flooded during rain events. This was especially the case over the weekend of April 14th of this year when the region experienced over 60mm of rain, high winds, and elevated lake levels. These circumstances together resulted in water levels rising to the edge of the Gignac home and water filling his crawl space.

Administration has reviewed the existing engineering reports for the Lemay-Cookson Drain and note that at one time the drain outlet was controlled by a pump. The 1973 report by C.G.R. Armstrong shows that a small, 1.5HP submersible pump was used to near its outlet at the River Carnard. In 1997, under the LaFontaine report, this pump was removed. Upon appointment of the engineer, the pumped outlet may be re-evaluated in light of the current high lake levels that our region is presently experiencing. Ultimately, the drainage solution will be at the discretion of the examining engineer.

4. RISK ANALYSIS:

Ongoing flooding issues have been identified in the area that is served by the Lemay-Cookson Drain. Administration has witnessed the flooding of the residential lands along Sari Lane, and has heard the concerns raised by Mr. Gignac, who has suffered as a result of such flooding. In light of current high lake levels, which impedes outflow from the existing gravity system, an engineered drainage solution is required. Failing to appoint an engineer to evaluate this drainage system and subsequently complete a report under the provisions of the Drainage Act in an expedient manner could place landowners in jeopardy of further flooding and financial loss should any of these concerns worsen.

Under the Drainage Act, the municipality can be held responsible for damages due to flooding and drain failures if the improvements are not completed.

5. FINANCIAL MATTERS:

The financial implications will be determined by the appointed engineer and will be provided in the schedule of assessment within the engineer's drainage report for the improvements to the Lemay-Cookson Drain.

6. **CONSULTATIONS:**

N/A

7. **CONCLUSION:**

Administration is recommending that the appointment of the firm of Dillon Consulting Ltd. for the repair and improvement to the Lemay-Cookson Drain be brought to the next Regular Council meeting for Council's consideration pursuant to the provisions of the Drainage Act.



Shane McVitty
**Drainage Superintendent and
Engineering Coordinator**

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Attachment(s):

- Request for Improvement submitted by Mr. Gignac
- Map of Lemay-Cookson Drain



Lemay-Cookson Drain





The Corporation of The Town of Amherstburg

REPAIR/IMPROVEMENT of a MUNICIPAL DRAIN (Section 66, 76 and 78 Drainage Act)

FROM: Shaun Gignac

DRAIN: Lemay - Cookson

I/We are the owner of the following land(s): 30 SARI LANE

Roll Number(s): PT LT 31 CON 1 ANDERSON PT 2 12 R 4453

And I/We request the following work on the above drain: [REDACTED]

- a) Subsequent Connections (Section 66(1))
- b) New Schedule of Assessment (Section 76)
- c) Improvements upon Examination and Report of Engineer (Section 78)
- d) New Access Bridge (Section 78)

- Residential Bridge
- Agricultural Bridge

REVIEW FLOODING ISSUES DUE TO PREVIOUS REMOVAL
OF PUMP ON SARI LANE. YARD FLOODS IN ANY
WEATHER DURING A NORTH EAST WIND.

I request that if necessary, an Engineer be appointed and that he will determine a time and place at which he will attend an on-site meeting and examine the drainage area with all assessed ratepayers to be invited.

In signing this form, the owner is advised that they may be charged for work performed by the appointed Engineer should the works not proceed as requested.

Dated this 19 day of APRIL, 2018.

Shaun Gignac
Signature of Owner

Signature of Owner

Telephone Number

Telephone Number

Parks, Facilities, Recreation and Culture - Open Council Motions

UFB Item	Assigned to	Assigned date	Due date	Councillors	MOTION	Dept Comments/Status
20160425-178	Rebecca Belanger & Annette Zahaluk	25-Apr-16		Fryer/Pouget	That Administration BE DIRECTED to provide clarification and information to residents regarding the number of trees ERCA is going to provide to residential homeowners for the 50 Million Trees program, and further to look into the possibility of adding present day green spaces.	Administration compiling information for report - Awaiting completion of the Parks Master Plan
20160509-212	Anne Rota	09-May-16		Pouget/Fryer	That the Town fund and erect a plaque in the honour of the late Senator Eugene Whelan and his wife, Mrs. Elizabeth Whelan for their role in entertaining the former Soviet Ambassador Aleksander Yakovlev and Mikhail Gorbachev while visiting our historic Town, marking the location of the "Walk that Changed the World" for consideration and voting at the May 9th, 2016, Regular Council Meeting.	Administration compiling information for report - Update report went to Council September 12, 2016.

Planning, Development and Legislative Services - Open Council Motions

UFB Item	Assigned to	Assigned date	Due date	Councillors	MOTION	Dept Comments/Status
ECDEV 2	Tony DeThomasis	10-Dec-14			That Council direct Administration to bring a report on the discrepancy between Marsh Drive and Marsh Court, and the process to change the street name.	Policy under development.
20160425-178	Rebecca Belanger & Annette Zahaluk	25-Apr-16		Fryer/Pouget	That Administration BE DIRECTED to provide clarification and information to residents regarding the number of trees ERCA is going to provide to residential homeowners for the 50 Million Trees program, and further to look into the possibly of adding present day green spaces.	In progress - Awaiting completion of the Parks Master Plan

Unfinished Business Lists - eScribe as at May14, 2018, 2018

Assigned To	Description
Rebecca Belanger, Dawn Morencie, Mark Galvin	<p style="text-align: center;">Resolution # 20170508-692 Meloche/Fryer</p> <p>That Administration BE DIRECTED to bring back a report on the feasibility of amendments to the Zoning By-law by the end of the summer.</p>
Dawn Morencie	<p style="text-align: center;">Resolution # 20170523-719 Pouget/Lavigne</p> <p>That the delegation BE RECEIVED and Administration BE DIRECTED to bring back a report regarding the request from Roxanne Ouellette and further lobby the Federal Government to form a partnership to purchase the land with permission from the Whelan family.</p>
Annette Zahaluk, Dawn Morencie	<p style="text-align: center;">Resolution # 20170612-760 Pouget/Fryer</p> <p>Administration BE DIRECTED to plant a tree in honour of the Highway for Heroes.</p>
Nicole Rubli, Annette Zahaluk, Dawn Morencie	<p style="text-align: center;">Resolution # 20170710-793 Fryer/Pouget</p> <p>That the delegation BE RECEIVED and the request for exemption to By-law 2004-89 4(b) for accessible space outside the designated fishing area at King's Navy Yard Park BE APPROVED for August 22, 2017 with a rain date of August 23, 2017; and,</p> <p>That Administration BE DIRECTED to designate 3 accessible spaces for fishing within King's Navy Yard Park until other accessible fishing locations are offered by the Town.</p>

Unfinished Business Lists - eScribe as at May14, 2018, 2018

Assigned To	Description
Nicole Rubli, Dawn Morencie, Mark Galvin	<p style="text-align: center;">Resolution # 20170821-822 Pouget/Courtney</p> <p style="text-align: center;">That the request for Sign Variance by Brad Bondy BE DEFERRED until further information can be brought back to Council.</p>
Paula Parker, Dawn Morencie, John Miceli	<p style="text-align: center;">Resolution # 20170821-849 Pouget/Meloche</p> <p style="text-align: center;">Administration BE DIRECTED to investigate the old agreements between the Town and owners of general chemical properties and reach out to Hoenywell.</p>
Dawn Morencie	<p style="text-align: center;">Resolution # 20170911-875 Pouget/DiPasquale</p> <p style="text-align: center;">That Administration BE DIRECTED to investigate the feasibility of a public transportation system that would benefit our residents, especially our seniors and our post secondary students, to travel to and from Windsor.</p>
Dawn Morencie	<p style="text-align: center;">Resolution # 20171010-919 Fryer/Pouget</p> <p style="text-align: center;">That Administration BE DIRECTED to bring a report back to Council with options to secure and preserve the Big Creek area north of Alma Street in collaboration with other willing agencies and boards.</p>

Unfinished Business Lists - eScribe as at May14, 2018, 2018

Assigned To	Description
Mark Galvin, Rebecca Belanger, Dawn Morencie	<p style="text-align: center;">Resolution # 20171010-920 Pouget/Fryer</p> <p>That Administration BE DIRECTED to bring back a report to Council to set forth requirements to charge any new homeowner or developer a fee for the Town to plant a tree of 3in caliper in front of any new home on Town property that is not part of a subdivision agreement.</p>
Rebecca Belanger, Dawn Morencie, Mark Galvin	<p style="text-align: center;">Resolution # 20180122-14 Meloche/Fryer</p> <p>Declared 7860 County Road 20 as surplus property to be severed into 2 parcels; and, directed Administration to enter into negotiations with the Malden Fire Association for the sale or lease of the former Malden Fire Hall and to develop an RFP for the disposition of the remaining parcel of property.</p> <p style="text-align: center;">*** Send information to the Heritage Committee.</p>
Nicole Rubli, Mark Galvin, Dawn Morencie	<p style="text-align: center;">Resolution # 20180409-98 Lavigne/Meloche</p> <p style="text-align: center;">That:</p> <p style="text-align: center;">The delegation BE RECEIVED;</p> <p>Administration BE DIRECTED to review the Business By-law and its set backs for refreshment vehicles expeditiously; and, Relief of the Business By-law of 25 meters BE GRANTED to Smashed Apple Catering Inc.</p>
Dawn Morencie	<p style="text-align: center;">Resolution # 20180423-114 Lavigne/Meloche</p> <p>That Administration BE DIRECTED to provide a report to Council on the feasibility of electronic signage at the north and south entrances to the Town.</p>

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2018-60

**By-law to Confirm the Proceedings of the Council
of the Corporation of the Town of Amherstburg**

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the powers of a municipality shall be exercised by its Council;

WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25 as amended, a municipal power, including a municipality's capacity rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c.25 as amended, shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

WHEREAS it is deemed expedient that a By-law be passed to authorize the execution of agreements and other documents and that the Proceedings of the Council of the Corporation of the Town of Amherstburg at its meeting be confirmed and adopted by By-law; and,

NOW THEREFORE the Council of the Corporation of the Town of Amherstburg hereby enacts as follows:

1. THAT the action(s) of the Council of the Corporation of the Town of Amherstburg in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Town of Amherstburg, documents and transactions entered into during the May 10th and 14th, 2018, meetings of Council, are hereby adopted and confirmed, as if the same were expressly contained in this By-law;
2. THAT the Mayor and proper officials of the Corporation of the Town of Amherstburg are hereby authorized and directed to do all things necessary to give effect to the action(s) of the Council of the Corporation of the Town of Amherstburg during the said meetings referred to in paragraph 1 of this By-law;
3. THAT the Mayor and Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of the Corporation of the Town of Amherstburg to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 14th day of May, 2018.

MAYOR – Aldo DiCarlo

CLERK – Paula Parker