



**TOWN OF AMHERSTBURG
COUNCIL MEETING
AGENDA**

Monday, April 9, 2018

6:00 PM

Council Chambers

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

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Pages

- 1. CALL TO ORDER**
- 2. NATIONAL ANTHEM**
- 3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**
(Public Council Meeting Agenda Items)

4. 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:

4.1 Special In-Camera Council Meeting Minutes - March 19, 2018

4.2 Special Council Meeting Minutes - Planning - March 19, 2018

8

4.3 Regular Council Meeting Minutes - March 19, 2018

11

5. DELEGATIONS

5.1 Request for Relief from Business Licensing By-law pertaining to Refreshment Vehicles - Bill Deslippe, Smashed Apple Catering Inc.

33

That the delegation **BE RECEIVED**.

6. PRESENTATIONS

6.1 Essex Powerlines Corporation Update & Youth in Community Fund Cheque Presentation - Joe Barile, General Manager, Essex Powerlines Corporation

35

That the presentation **BE RECEIVED**.

7. REPORTS – POLICE SERVICES

There are no reports.

8. REPORTS – CORPORATE SERVICES

There are no reports.

9. **REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE**

There are no reports.

10. **REPORTS – ENGINEERING AND PUBLIC WORKS**

10.1 **2018 Essex Region Children’s Water Festival Sponsorship**

60

It is recommended that:

1. The report from the Manager of Environmental Services dated March 21, 2018, regarding the participation in the 2018 Essex Region Children’s Water Festival **BE RECEIVED**; and,
2. The 2018 Essex Region Children’s Water Festival **BE SPONSORED** as part of the 2018 Amherstburg Water Conservation Program in the amount of \$1,500.

11. **REPORTS – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES**

11.1 **Deferred Development Charges for Meadowview Estate Subdivision**

68

It is recommended that:

1. The report from the Chief Building Official dated March 22, 2018 regarding Deferred Development Charges for Meadowview Estate Subdivision **BE RECEIVED**;
2. The application for deferral of development charges, as requested by 1352120 Ontario Ltd. **BE APPROVED**; and,
3. **By-law 2018-29** being a by-law to authorize the signing of an agreement to defer development charges be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

11.2 Request for Removal of Part Lot Control- Meadow View Subdivision

79

It is recommended that:

1. The report from the Manager of Planning Services dated March 8, 2018 regarding the Request for Removal of Part Lot Control- Meadow View Subdivision **BE RECEIVED**;
2. The application for removal of Part Lot Control for Lots 1-23, Registered Plan 12M-638 **BE APPROVED**; and,
3. **By-law 2018-20** being a by-law to remove certain lands from Part Lot Control (12M-638) be taken as having been read three times and finally passed and the Mayor and Clerk **be authorized** to sign same.

12. REPORTS - CAO's OFFICE

12.1 Election Policies

84

It is recommended that:

1. The report from the Municipal Clerk dated March 22, 2018 regarding Election Policies **BE RECEIVED**;
2. Pursuant to Section 88.18 of the *Municipal Elections Act, 1996*, as amended, the Use of Corporate Resources for Election Purposes Policy **BE ADOPTED** as presented; and,
3. The Election Accountability Policy **BE ADOPTED** as presented.

13. INFORMATION REPORTS

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

13.1 Amherstburg Water Treatment Plant Submission of the 2017 Annual Summary Report

96

13.2 Monthly Activity Report – APSB Meeting of February 20, 2018

107

13.3 Accounts Payable for the Month of March 2018

141

14. CONSENT CORRESPONDENCE

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

14.1	Request for Donation for Student Exchange Trip - Saint-Jean-Baptiste, Amherstburg	165
14.2	Letter of Appreciation Regarding Winter Sidewalk Control - Amherstburg Accessibility Advisory Committee	166
14.3	Letter of Appreciation - Jehovah's Witnesses	167
14.4	Cannabis - Production Facilities for Medical Purposes and Legalization - Greater Essex County District School Board	168
14.5	Arts Excellence Awards - Arts, Culture and Tourism Committee, Town of Essex	170
14.6	Offering School Property to Municipalities - Town of Essex Resolution	172

15. CONSENT OTHER MINUTES

That the following minutes **BE RECEIVED**:

15.1	Committee of Adjustment Meeting Minutes- November 28, 2017	174
15.2	Committee of Adjustment Meeting Minutes- December 12, 2017	183
15.3	Co-An Park Committee Meeting Minutes - January 16, 2018	187
15.4	Amherstburg Accessibility Advisory Committee Minutes - March 21, 2018	193

16. UNFINISHED BUSINESS

16.1	Unfinished Business Lists as at April 9, 2018	197
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17. NEW BUSINESS

18. **REPORT OUT FROM IN CAMERA SESSION**

There is nothing to report out.

19. **NOTICE OF MOTION**

There are no Notices of Motion.

20. **BY-LAWS**

20.1 **By-law 2018-30 - To Appoint Deputy Fire Chief** 203

It is recommended that:

By-law 2018-30 being a by-law to appoint a Deputy Fire Chief for the Amherstburg Fire Department be taken as having been read three times and finally read and the Mayor and Clerk **BE AUTHORIZED** to sign same.

20.2 **By-law 2018-36 - Confirmatory By-law** 204

It is recommended that:

By-law 2018-36 being a by-law to confirm all resolutions of the Municipal Council Meeting held April 9, 2018, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

21. **SPECIAL IN-CAMERA COUNCIL MEETING**

That Council move into an In-Camera Meeting of Council directly following Regular session pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

ITEM A - Update on Building Services Staffing - Section 239(2)(b) - Personal matters about an identifiable individual, including municipal or local board employees; and, Section 239(2)(d) - Labour relations or employee negotiations.

22. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

(In-Camera Council Meeting Agenda Items)

23. ADJOURNMENT OF IN-CAMERA COUNCIL MEETING

24. RESUMPTION OF REGULAR COUNCIL MEETING

That Council resume Regular session at p.m.

25. ADJOURNMENT

That Council rise and adjourn at p.m.



**TOWN OF AMHERSTBURG
SPECIAL COUNCIL MEETING - PLANNING**

**Monday, March 19, 2018
5:00 PM**

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

MINUTES

PRESENT

Mayor Aldo DiCarlo
Deputy Mayor Bart DiPasquale
Councillor Rick Fryer
Councillor Leo Meloche
Councillor Diane Pouget

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

ABSENT

Councillor Joan Courtney
Councillor Jason Lavigne

CALL TO ORDER

The Mayor called the meeting to order at 5:02 p.m.

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interest noted.

SPECIAL PLANNING REPORTS

3.1 Proposed Draft Plan of Subdivision and Zoning By-law Amendment for Kingsbridge Subdivision

The Manager of Planning Services provided Council with an overview of the Proposed Draft Plan of Subdivision and Zoning By-law Amendment for Kingsbridge Subdivision.

Resolution # 20180319-61

Moved By Councillor Meloche
Seconded By Councillor Fryer

That:

- 1. The report from the Manager of Planning Services dated February 26, 2018 regarding a Proposed Draft Plan of Subdivision and Zoning By-law Amendment for Kingsbridge Subdivision File No. 37-T-18001 BE RECEIVED;**
- 2. The Draft Plan of Subdivision, File No. 37-T-18001, from 1078217 Ontario Limited, as shown on the attached Schedule A, during this statutory Public Meeting BE CONSIDERED;**
- 3. Pending Council consideration of written and oral comments received at this Public Meeting, that administration BE DIRECTED to advise the approval authority (County of Essex) that Council supports Draft Plan Approval for this phase of Kingsbridge Subdivision; and,**
- 4. Pending Council consideration of written and oral comments received at this Public Meeting, Zoning By-law 2018-23 BE CONSIDERED at a future regular Council meeting.**

There were no questions or comments from the public or the developer.

The Mayor put Motion.

Motion Carried

ADJOURNMENT

Moved By Councillor Fryer

Seconded By Deputy Mayor DiPasquale

That Council rise and adjourn at 5:11 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

MUNICIPAL CLERK – PAULA PARKER



**TOWN OF AMHERSTBURG
REGULAR COUNCIL MEETING**

**Monday, March 19, 2018
6:00 PM**

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

MINUTES

PRESENT

Mayor Aldo DiCarlo
Deputy Mayor Bart DiPasquale
Councillor Leo Meloche
Councillor Diane Pouget
Councillor Rick Fryer

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

ABSENT

Councillor Joan Courtney
Councillor Jason Lavigne

CALL TO ORDER

The Mayor called the meeting to order at 6:02 p.m.

NATIONAL ANTHEM

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

Deputy Mayor DiPasquale declared a conflict of pecuniary interest with respect to the following items due to his daughter being employed with the Windsor Police Service:

- Special In-Camera Council Meeting of February 26, 2018 - Item A - Windsor Police Service Proposal;
- Special Council Meeting of February 26, 2018 - Item # 8.1 - JPAC Findings - Community Consultation and Police RFP Analysis; and,
- Special Council Meeting of February 26, 2018 - Item # 9.1 - Police Services for the Town of Amherstburg.

Councillor Pouget declared a conflict of pecuniary interest with respect to the following items on the March 19th, 2018 agenda due to family being employed with the Windsor Police Service:

- Item # 4.5 - Special In-Camera Meeting Minutes of February 26, 2018
- Item # 4.6 - Special Council Meeting Minutes of February 26, 2018
- Item # 5.4 - Delegation - Local Business Concerns Regarding Switch to WPS

Councillor Pouget also declared a conflict of pecuniary interest with respect to March 19, 2018 - Item # 12.2 - Development Agreement for 121 Lowes Sideroad due her residence being in close proximity to the development.

MINUTES OF PREVIOUS MEETING

Councillor Fryer moved the motion with an amendment to omit items # 4.5 and # 4.6.

Resolution # 20180319-62

Moved By Councillor Fryer
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 Meeting Minutes - January 8, 2018**
- 4.2 Special In-Camera Meeting Minutes - February 12, 2018**
- 4.3 Special Council Meeting Minutes - Planning - February 12, 2018**
- 4.4 Regular Council Meeting - February 12, 2018**
- 4.7 Special Council Meeting Minutes - March 5, 2018**

The Mayor put the Motion.

Motion Carried

Councillor Pouget removed herself from discussion and voting on items # 4.5 and # 4.6.

Resolution # 20180319-63

Moved By Councillor Fryer
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:

4.5 Special In-Camera Meeting Minutes - February 26, 2018

4.6 Special Council Meeting Minutes - February 26, 2018

The Mayor put the Motion.

Motion Carried

Moved By Councillor Meloche
Seconded By Councillor Pouget

That the Rules of Order BE WAIVED to allow Jeff Baker to address Council regarding Kingsbridge Subdivision.

The Mayor put the Motion.

Motion Carried

Jeff Baker, Legal Representation, Kingsbridge Subdivision development, requested that By-law 2018-23, as discussed at the preceding Special Council Meeting for Planning, be considered at this evenings Regular Council Meeting rather than at a future Regular Council Meeting.

The Manager of Planning Services advised Council that there are no concerns or objections to passing the By-law this evening.

Resolution # 20180319-64

Moved By Councillor Pouget
Seconded By Councillor Fryer

That Zoning By-law 2018-23 being a by-law to amend Zoning By-law No. 1999-52, 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

DELEGATIONS

5.1 Amherstburg Gone Car Crazy Event - Eleanor Renaud

Resolution # 20180319-65

Moved By Councillor Fryer
Seconded By Deputy Mayor DiPasquale

That the delegation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

5.2 Request for Billboard Sign Permit for 7972 County Road 9 – Jordy Warkentin (*on behalf of Merlin Warkentin*)

Resolution # 20180319-66

Moved By Councillor Meloche
Seconded By Councillor Pouget

That the delegation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

5.3 Signage Request for 433 Sandwich St. S - Luigi DiPierdomenico, Lumed Management Inc.

Resolution # 20180319-67

Moved By Councillor Fryer
Seconded By Deputy Mayor DiPasquale

That:

1. The delegation BE RECEIVED;

2. **An exemption BE GRANTED to Sections 9.1, 9.2(1) 9.2(2) of Sign By-law 2006-26;**
3. **The proposed signs BE CAPTURED in the site plan agreement; and,**
4. **The Information Report (*item # 14.1*) regarding Delegation - Sign Variance Request - Luigi DiPierdomenico, Lumed Management Inc. BE RECEIVED.**

The Mayor put the Motion.

Motion Carried

5.4 Local Business Concerns Regarding Switch to Windsor Police Service - Derek Didone, County Towing

Deputy Mayor DiPasquale and Councillor Pouget removed themselves from discussion and voting.

Resolution # 20180319-68

Moved By Councillor Meloche
Seconded By Councillor Fryer

That the delegation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

PRESENTATIONS

The Mayor moved item # 6.2 forward.

6.2 Heritage Committee Plaque Presentation for 443 Dalhousie Street - Daniel and Samantha Fox, Owners

Resolution # 20180319-69

Moved By Councillor Meloche
Seconded By Councillor Fryer

Simon Chamely, Chair, Heritage Committee, provided Council with an overview of the designated property.

The Mayor presented Daniel and Samantha Fox with the John G. Kolfage Homestead heritage plaque.

That the presentation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

6.1 2017 Annual Report & 2018 Budget - Richard Wyma, General Manager/Secretary-Treasurer, Essex Region Conservation Authority (ERCA)

Resolution # 20180319-70

Moved By Councillor Meloche
Seconded By Councillor Fryer

That the presentation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

6.3 Development – Fort Street and Sandwich Street – Dante Capaldi and Ron Deneau

Resolution # 20180319-71

Moved By Councillor Fryer
Seconded By Councillor Meloche

That the presentation BE RECEIVED.

The Mayor put the Motion.

Motion Carried

REPORTS - COMMITTEE'S

7.1 Heritage Registry Update for Properties of Interest

Resolution # 20180319-72

Moved By Councillor Fryer
Seconded By Councillor Meloche

Simon Chamely, Chair, Heritage Committee, addressed Council with respect to the Heritage Committee report.

Councillor Fryer moved the motion with an amendment to receive the report from the Heritage Committee and to receive item # 12.5 – Heritage Properties of Interest – Best Practices.

That:

- 1. The report from the Heritage Committee regarding the update of the Heritage Registry BE RECEIVED;**
- 2. The report from the Director of Planning, Development and Legislative Services and Chief Building Official dated March 1, 2018, regarding Heritage Properties of Interest – Best Practices BE RECEIVED; and,**
- 3. Heritage Committee Staff Liaison, the Chief Building Official for the Town, BRING FORWARD to the Heritage Committee a report outlining the current best practices/evaluation protocols for placing properties on the Heritage List for the Town.**

The Mayor put the Motion.

Motion Carried

REPORTS – POLICE SERVICES

There were no reports.

REPORTS – CORPORATE SERVICES

9.1 Ministry of Transportation Community Transportation Grant Program – Municipal Stream Application

Resolution # 20180319-73

Moved By Councillor Fryer

Seconded By Councillor Meloche

That:

- 1. The report from the Director of Corporate Services dated February 28, 2018 regarding the Ministry of Transportation Community Transportation (CT) Grant Program – Municipal Stream Application BE RECEIVED; and,**
- 2. The February 28, 2018 submission of an application for grant funding towards a Local CT Project and or a Long Distance CT Project BE AFFIRMED.**

The Mayor put the Motion.

Motion Carried

9.2 External Audit Services – 2 Year Contract Extension

Resolution # 20180319-74

Moved By Councillor Fryer
Seconded By Councillor Pouget

That:

1. The report from the Treasurer dated March 14, 2018 regarding External Audit Services- 2 Year Contract Extension BE RECEIVED;
2. A 2 year extension of the contract with KMPG LLP, to provide external audit services for the 2017 to 2018 fiscal years, BE APPROVED; and,
3. By-law 2018-28 being a by-law to extend the contract with KPMG LLP to provide external audit services 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

REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE

There were no reports.

REPORTS – ENGINEERING AND PUBLIC WORKS

11.1 Placement of Underground Infrastructure, Curbs, Base Asphalt and Stormwater Management Pond on Maintenance - Meadowview Subdivision Phase 1

Resolution # 20180319-75

Moved By Councillor Fryer
Seconded By Councillor Pouget

That:

1. The report from the Manager of Engineering dated March 5, 2018, regarding the Placement of Underground Infrastructure, Curbs, Base Asphalt and Stormwater Management Pond on Maintenance - Meadowview Subdivision Phase 1 BE RECEIVED;
2. The recommendations of the consulting engineer, Stantec Consulting Ltd. BE APPROVED; and,

- 3. The underground infrastructure, base asphalt, curbs and stormwater pond BE PLACED on a 1 year maintenance period, commencing March 5, 2018.**

The Mayor put the Motion.

Motion Carried

11.2 Amending Agreement with Ontario Clean Water Agency – Change Agreement Term and Contract Year

Resolution # 20180319-76

Moved By Councillor Meloche
Seconded By Councillor Pouget

That:

- 1. The report from the Manager of Environmental Services dated March 4, 2018, regarding the Amending Agreement with Ontario Clean Water Agency to adjust the contract year from April-March to January-December and to change the Agreement expiry from March 31, 2021 to December 31, 2020 BE RECEIVED; and,**
- 2. By-law 2018-25 being a by-law to amend Agreement By-law 2016-25, 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

REPORT – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES

12.1 2018 Special Events Approval

Resolution # 20180319-77

Moved By Councillor Meloche
Seconded By Councillor Fryer

Councillor Meloche moved the motion with an amendment to waive the \$50 application fee for noise exemption for the Music Off the Back Porch event.

That:

- 1. The report from the Public Events Committee (PEC) dated February 27, 2018, regarding 2018 Special Events Approval BE RECEIVED;**

2. That the events BE APPROVED as listed:
 - Good Friday Procession of the Cross – March 30, 2018
 - Music Off the Back Porch – 2nd Friday of every month from May 11, 2018 through to October 12, 2018
 - AMBA Opening Day Parade – May 5, 2018
 - Holistic Wellness Fair – May 6, 2018
 - Amherstburg Rhododendron Garden Tea Party – May 27, 2018
 - Ribs and Ragtime – June 2, 2018
 - Woofa-Roo Pet Fest – July 21, 2018 & July 22, 2018
 - Amherstburg’s Gone Car Crazy Show – July 29, 2018
 - Amherstburg Uncommon – August, 3, 4 & 5, 2018
 - Holiday Extravaganza Shopping Event – December 2, 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 loudspeakers to allow for live music BE GRANTED for the events listed:
 - Music Off the Back Porch - 2nd Friday of every month from May 11, 2018 through to October 12, 2018
 - Ribs and Ragtime – June 2, 2018
 - Amherstburg’s Gone Car Crazy Show – July 29, 2018
 - Amherstburg Uncommon – August 3, 4 & 5, 2018

4. An exemption BE GRANTED to Section 3 of the Kings Navy Yard Park By-law #2004-89 to allow for public, private and non-profit function in the Kings Navy Yard Park;
 - Amherstburg Rhododendron Garden Tea Party – May 27, 2018
 - Amherstburg Uncommon – August 3, 4 & 5, 2018

5. The following events BE EXEMPT and PERMITTED for road closures to begin prior to 5pm;
 - Procession of the Cross – March 30, 2018
 - AMBA Opening Day Parade – May 5, 2018
 - Ribs and Ragtime – June 2, 2018
 - Amherstburg’s Gone Car Crazy Show – July 29, 2018
 - Amherstburg Uncommon - August, 3, 4 & 5, 2018

6. An exemption BE GRANTED to Section 6(f) of the Parks By-law 2002-72 to allow for the playing of any musical instrument or direct the playing of any musical instrument for the events listed; and,
 - Amherstburg Rhododendron Garden Tea Party – May 27, 2018

7. **The Public Events Committee BE DIRECTED to confirm that the requirements identified by the Committee are met prior to the event.**
8. **That the \$50 application fee for Noise Exemption BE WAIVED for the Music off the Back Porch event.**

The Mayor put the Motion.

Motion Carried

12.2 Development Agreement for 121 Lowes Sideroad

Councillor Pouget removed herself from discussion and voting.

Resolution # 20180319-78

Moved By Councillor Fryer
Seconded By Councillor Meloche

That:

1. **The report from the Manager of Planning Services dated March 1, 2018, regarding the Development Agreement for 121 Lowes Sideroad BE RECEIVED;**
2. **The site plan and development agreement for 121 Lowes Sideroad BE APPROVED; and,**
3. **By-law 2018-22 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.**

The Mayor put the Motion.

Motion Carried

12.3 Hunt Club Creek Subdivision Extension of Draft Plan Approval

Resolution # 20180319-79

Moved By Councillor Meloche
Seconded By Deputy Mayor DiPasquale

That:

1. **The report from the Manager of Planning Services dated January 11, 2018, regarding Hunt Club Creek Subdivision Extension of Draft Plan Approval BE RECEIVED;**

2. **The request from Karl Tanner (Dillon Consulting) on behalf of Hunt Club Creek Inc. for a three year extension of the Draft Plan Approval for Hunt Club Creek Subdivision (File #37-T-02006) BE SUPPORTED; and,**
3. **Administration BE DIRECTED to notify William J. King, Manager of Planning Services, County of Essex, of the Town's support for the extension of Draft Plan Approval.**

The Mayor put the Motion.

Motion Carried

12.4 Request to Further Extend Removal of Part Lot Control - Kingsbridge Subdivision

Resolution # 20180319-80

Moved By Councillor Fryer
Seconded By Councillor Meloche

That:

1. **The report from the Manager of Planning Services dated February 13, 2018 regarding the Removal of Part Lot Control- Kingsbridge Subdivision, BE RECEIVED;**
2. **The request to extend the time frame specified in the by-law BE APPROVED; and,**
3. **By-law 2018-18 being a by-law to amend By-laws 2010-93, 2012-82, 2014-86 and 2016-64 to extend the expiration date and amend the land described for Part Lot Control exemption 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

12.5 Heritage Properties of Interest – Best Practices

(As dealt with above in item # 7.1)

REPORTS - CAO's OFFICE

13.1 New Medical Tiered Response Agreement

Resolution # 20180319-81

Moved By Councillor Fryer
Seconded By Councillor Pouget

That:

1. **The report from the Fire Chief dated February 15, 2018 regarding New Medical Tiered Response Agreement BE RECEIVED;**
2. **Changes put forward in a report from the Fire Chief on December 11, 2017 BE IMPLEMENTED to ensure fire services staff and resources are available for core mandated fire services and those medical assist calls where there is value added to patient outcomes:**
 - **That specifically Amherstburg's participation in the Medical Tiered Response Agreement between the Essex Windsor Emergency Medical Services (EWEMS) and the County of Essex be amended to reflect the change to the circumstances surrounding limited EMS resource deployment (Significant Delay section).**

The Mayor put the Motion

Motion Carried

13.2 Rescue Vehicles Sale and Replacement

Resolution # 20180319-82

Moved By Councillor Fryer
Seconded By Councillor Meloche

That:

1. **The report from the Fire Chief dated March 15, 2018 regarding Rescue Vehicles Sale and Replacement BE RECEIVED;**
2. **Administration BE AUTHORIZED to dispose of two Fire Service Rescue Vehicles and that net proceeds of the disposals BE DEPOSITED to the Fire Major Equipment Reserve;**
3. **Administration BE AUTHORIZED to purchase two replacement vehicles at a cost not to exceed the proceeds of sale above and to transfer funds from the Fire Major Equipment Reserve to fund the replacement vehicle purchases; and,**
4. **The CAO and Clerk BE AUTHORIZED to execute any applicable agreement to dispose of Rescue #1 a 2001 Freightliner Rescue Vehicle, and Rescue #2**

a 2005 GMC 7500 Rescue Vehicle based on a direct offer to purchase.

The Mayor put the Motion

Motion Carried

INFORMATION REPORTS

Resolution # 20180319-83

Moved By Councillor Meloche
Seconded By Councillor Fryer

That the following information reports BE RECEIVED:

- 14.1 **Delegation – Sign Variance Request - Luigi DiPierdomenico, Lumed Management Inc. (As dealt with above in item # 5.3)**
- 14.2 **Annual Heritage Committee Report**
- 14.3 **Annual Committee Report - 2017 Committee of Adjustment**
- 14.4 **February 7, 2018 – March 13, 2018 Accounts Payable**
- 14.5 **Accounts Payable Information Report Changes**
- 14.6 **2017 Annual Treasurer’s Report – Council and Appointee Statement on Remuneration and Expenses**
- 14.7 **Proposed Regulatory Changes to the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4**
- 14.8 **Building Department Activity Report - January 2018**
- 14.9 **Monthly Activity Report – APSB Meeting of January 16, 2018**
- 14.10 **Monthly Fire Department Activity Report – January 2018**
- 14.11 **Monthly Fire Department Activity Report – February 2018**

The Mayor put the Motion.

Motion Carried

CONSENT CORRESPONDENCE

Resolution # 20180319-84

Moved By Councillor Fryer
Seconded By Deputy Mayor DiPasquale

That the following consent correspondence BE RECEIVED:

- 15.1 **User Pay Childcare Services at AMO and FCM Conferences - Town of Essex Resolution**
- 15.2 **Notice of Helicopter Work at Amherstburg Land Holdings Site - Amherstburg Land Holdings**

- 15.3 Request for Support regarding the Recommendations of the House of Commons Standing Committee on Environment - Community Heritage Ontario
- 15.4 2018 Vital Signs Program - Windsor Essex Community Foundation
- 15.5 Ontario Building Code Amendments - Township of Norwich Resolution
- 15.6 2018 FFAO Convention & Bi-Annual Publication - The Fire Fighters Association of Ontario
- 15.7 Endangered Species Act, 2007 - County of Renfrew Resolution

The Mayor put the Motion.

Motion Carried

Resolution # 20180319-85

Moved By Councillor Meloche
Seconded By Councillor Pouget

Item # 15.3 - That a letter BE SENT in support of the correspondence from Community Heritage Ontario regarding the recommendations of the House of Commons Standing Committee on Environment and Sustainable Development.

The Mayor put the Motion.

Motion Carried

CORRESPONDENCE

- 16.1 Purple Day for Epilepsy Awareness - March 26, 2018

Resolution # 20180319-86

Moved By Councillor Meloche
Seconded By Councillor Pouget

That:

1. The correspondence regarding Purple Day for Epilepsy Awareness BE RECEIVED; and,
2. March 26, 2018, BE PROCLAIMED as Purple Day in the Town of Amherstburg.

The Mayor put the Motion.

Motion Carried

16.2 Human Values Day - April 24, 2018

Resolution # 20180319-87

Moved By Councillor Meloche
Seconded By Councillor Pouget

That:

- 1. The correspondence regarding Human Values Day BE RECEIVED; and,**
- 2. April 24, 2018, BE PROCLAIMED as Human Values Day in the Town of Amherstburg.**

The Mayor put the Motion.

Motion Carried

16.3 2018 National Public Works Week - May 20-26, 2018

Resolution # 20180319-88

Moved By Councillor Meloche
Seconded By Councillor Pouget

That:

- 1. The correspondence from the City of Stratford regarding 2018 National Public Works Week BE RECEIVED; and,**
- 2. May 20-26, 2018 BE PROCLAIMED as National Public Works Week in the Town of Amherstburg.**

The Mayor put the Motion.

Motion Carried

CONSENT OTHER MINUTES

Resolution # 20180319-89

Moved By Councillor Meloche
Seconded By Councillor Pouget

That the following minutes BE RECEIVED:

17.1 Heritage Committee Meeting Minutes - February 8, 2018

The Mayor put the Motion.

Motion Carried

OTHER MINUTES

18.1 Drainage Board Meeting Minutes - March 6, 2018

Resolution # 20180319-90

Moved By Councillor Fryer

Seconded By Councillor Meloche

That:

- 1. The Drainage Board Meeting Minutes of March 6, 2018, BE RECEIVED;**
- 2. The request from Ulric J. Renaud for the replacement of the access culvert over the Cook Drain as per Section 78 of the Drainage Act BE APPROVED as recommended by the Drainage Board; and,**
- 3. The appointment of the firm of N.J. Peralta Engineering Ltd. to prepare a report for the repair and improvement to the Cook Drain BE APPROVED as recommended by the Drainage Board.**

The Mayor put the Motion.

Motion Carried

UNFINISHED BUSINESS

1. Councillor Meloche inquired about the delay in the rumble strips report requested by Council.

The Director of Engineering and Public Works advised Council that the delay was the result of a change in consulting engineers to address the legal/risk portion of the report to Council. She advised further that a firm had been sought to take on the work and subsequently advised that, due to their workload, they could not provide the service. An alternative engineering firm is currently working with the Town on the matter and Administration is targeting the report for the April 9th, 2018, Regular Council Meeting.

2. Councillor Fryer advised that aggressive action needs to be taken with respect to a new road on the 2nd Concession from Middle Side Road to the bridge. He asked that if there is funding available, that this stretch of road be priority as it is lined with potholes and creating unsafe conditions.

NEW BUSINESS

1. The Chief Administrative Officer introduced Cheryl Horrobin, Director, Corporate Services.

REPORT OUT FROM IN-CAMERA SESSION – February 26th, 2018 Meeting

Council met on February 26th, 2018, for a Special In-Camera Meeting at 3:03 p.m. and discussed (1) item as provided for under Section 239 of the Municipal Act:

ITEM A – Windsor Police Service Proposal heard under Section 239(2)(i).
There is nothing further to report on this matter.

NOTICE OF MOTION

There were no Notices of Motion.

BY-LAWS

23.1 By-law 2018-24 - Closure of Sherbrooke Street

Resolution # 20180319-91

Moved By Councillor Meloche
Seconded By Councillor Pouget

That By-law 2018-24 being a by-law to stop up, close and sell part, retain part of a portion of Sherbrooke Street, Registered Plan 1 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

23.2 By-law 2018-27 - Confirmatory By-law

Resolution # 20180319-92

Moved By Councillor Meloche
Seconded By Councillor Pouget

That By-law 2018-27 being a by-law to confirm all resolutions of the Municipal Council Meetings held February 26th, March 5th and 19th, 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 # 20180319-93

Moved By Councillor Pouget

Seconded By Councillor Meloche

That Council move into an In-Camera Meeting of Council at 8:49 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reasons:

ITEM A - Drainage Superintendent Proposal - Township of Pelee - Section 239(2)(d) - Labour relations or employee negotiations.

ITEM B - Belwood Poultry Limited – By-law Enforcement File # 16-0016 - Section 239(2)(e) - Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, Section 239(2)(f) - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

ITEM C - Update Hobbs Litigation - Section 239(2)(e) - Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and, Section 239(2)(f) - Advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

ITEM D - Deputy Fire Chief Update - Section 239(2)(b) - Personal matters about an identifiable individual, including municipal or local board employees; and, Section 239(2)(d) - Labour relations or employee negotiations.

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 @ 9:59 P.M.

Councillor Meloche left at 10:00 p.m.

RESUMPTION OF REGULAR COUNCIL MEETING

Moved By Councillor Pouget
Seconded By Deputy Mayor DiPasquale

That Council resume Regular session at 10:01 p.m.

The Mayor put the Motion.

Motion Carried

REPORT OUT FROM IN-CAMERA SESSION – March 19, 2018

Council met on March 19th, 2018, for a Special In-Camera Meeting at 8:49 p.m. and discussed (4) items as provided for under Section 239 of the Municipal Act:

ITEM A - Drainage Superintendent Proposal - Township of Pelee heard under Section 239(2)(d) of the Act. As a result of that discussion, the following is before Council for consideration and voting:

Resolution # 20180319-94

Moved By Councillor Fryer
Seconded By Councillor Pouget

That:

- 1. Administration BE AUTHORIZED to finalize the terms and conditions and enter into an agreement with the Township of Pelee for Drainage Superintendent Services subject to Technical Content by the Director of Engineering and Public Works, Legal Content by the Director of Planning,**

**Development and Legislative Services/Town Solicitor and Risk and Insurance
Content by the Town Clerk/Risk Manager;**

2. **The position of Roads and Fleet Supervisor BE ADDED to the organizational structure for recruitment in 2018; and,**
3. **Over-expenditures, not to exceed \$120,070, BE APPROVED for 2018; to be mitigated by recoveries from the Township of Pelee under the service agreement estimated to be \$31,500 in 2018.**

The Mayor put the Motion.

Motion Carried

ITEM B - Belwood Poultry Limited – By-law Enforcement File # 16-0016 heard under Section 239(2)(e)&(f) of the Act. There is nothing further to report on this matter.

ITEM C - Update Hobbs Litigation heard under Section 239(2)(e)&(f) of the Act. As a result of that discussion, the following is before Council for consideration and voting:

Resolution # 20180319-95

Moved By Councillor Fryer
Seconded By Deputy Mayor DiPasquale

That:

1. **The Offer to Settle made by the Town to Hobbs dated March 6, 2018, and accepted by Hobbs BE APPROVED.**

The Mayor put the Motion.

Motion Carried

ITEM D - Deputy Fire Chief Update heard under Section 239(2)(b)&(d) of the Act. There is nothing further to report on this matter.

ADJOURNMENT

Moved By Deputy Mayor DiPasquale
Seconded By Councillor Pouget

That Council rise and adjourn at 10:04 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: April 9th 2018

Name of Delegate(s): Richard (Bill) Deslippe

Address: [REDACTED] 173 Sandwich St S.

Phone: [REDACTED] Email: chef@smashedapplecatering.com.

Attending as an Individual

Representing a Group/Organization Smashed Apple Catering Inc.
(Name of Group/Organization/Business)

Have you contacted Administration regarding this matter? Yes No

If yes, who? Nicole Rubli & Tammy Fowkes

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 #.

I would like to request relieve from the setback boundary distance for refreshment vehicles. I would like to request a special permission for my business to only require 25 metres of distance away from restaurants and concessions.
(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: Mar. 22/18 Request Received by (initials): PK

Request relates to: Relief from bylaw for refreshment vehicles

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.

Essex Powerlines Corporation

YOUR COMMUNITY PARTNER

2018 Council Presentation



Intro Video

Q:\Community Meeting\essex_powerlinesv2.mp4

Who We Are



Essex Power Corporation Shareholders



- Serves as the holding company
- Provides corporate services and direction in the areas of finance, new business development and marketing



Regulated Local Distribution Company

- Customer Services
- Billing/Account Info
- Energy Conservation
- Community Events



Service Company

- Provides maintenance, construction and other third party services to customers and municipal shareholders



Energy Management Services Company

- Provides energy management services including, settlement, distributed generation expertise and consulting services to customers



Meter Data Management Company

- Provides a web-based service which delivers the information needed for distribution utilities to more informed business decisions

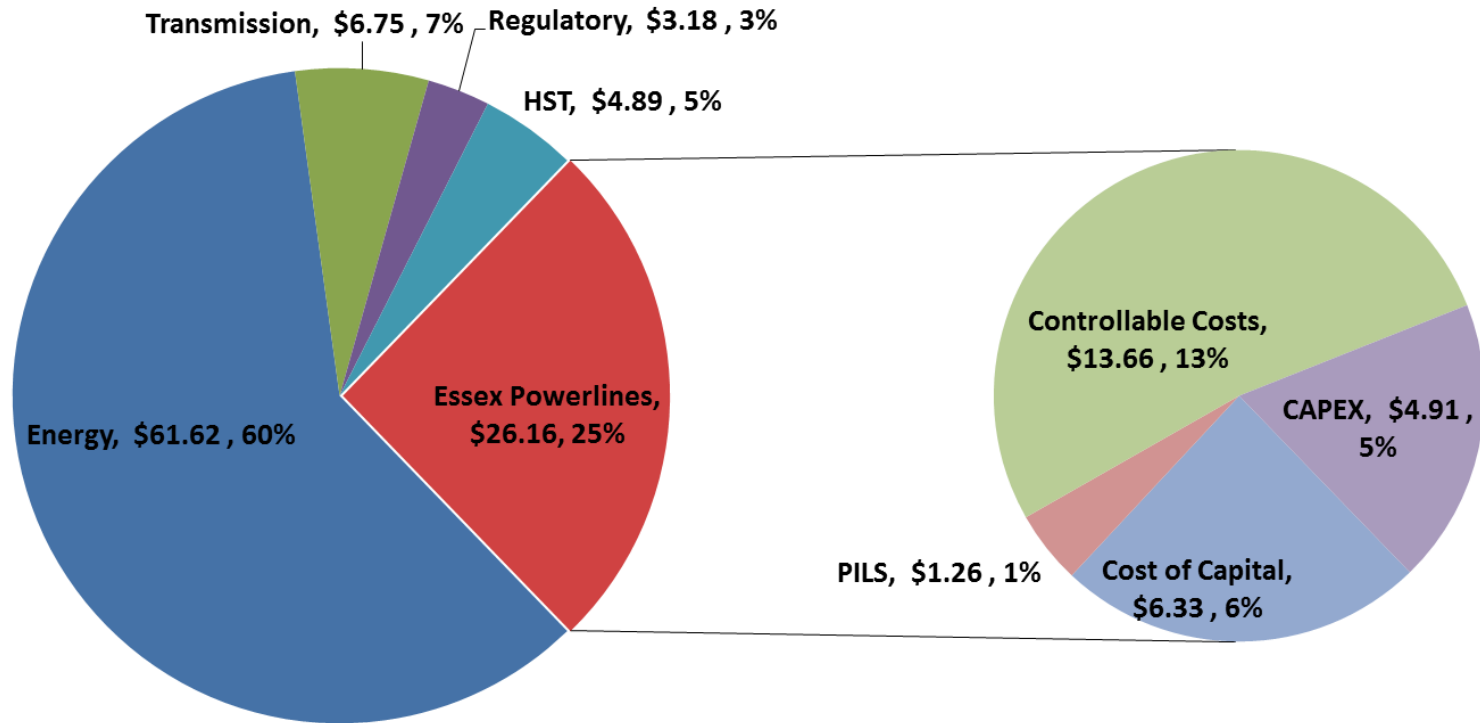


Energy Analysis Service Company

- Provides a variety of energy management services to participants in the Ontario market

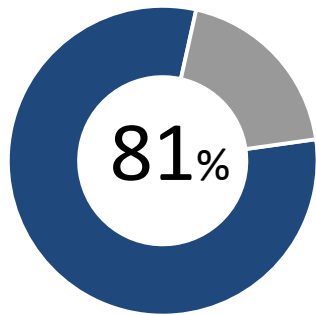
What Makes Up EPL's Portion of the Bill?

**Essex Powerlines Corporation
Average Monthly Bill: Residential - 750 kWh**

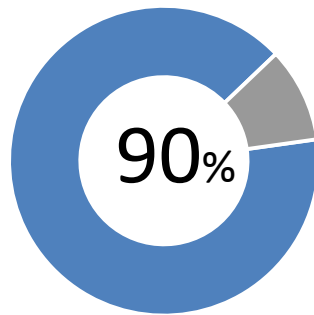


Customer Value: Perception of Overall Service

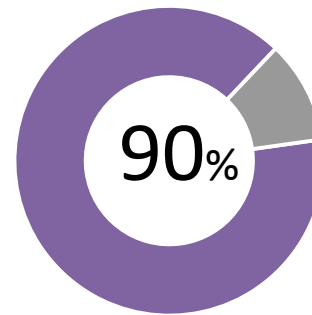
**Overall
Satisfaction**



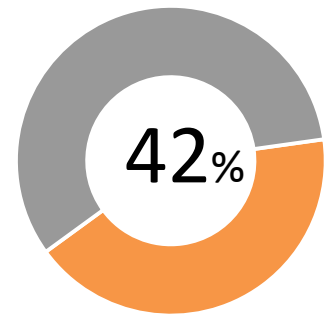
**Quality of Power
Service**



**Quality of
Customer Service**



**Affordability of
Service**



Source: Convergys Survey 2017

Operational Excellence: Single Voltage Utility

- EPLC has been working on converting its 4kV & 8kV systems for more than a decade;
- Results are a significant saving to EPLC customers;
- Affects the total bill and not just EPLC portion

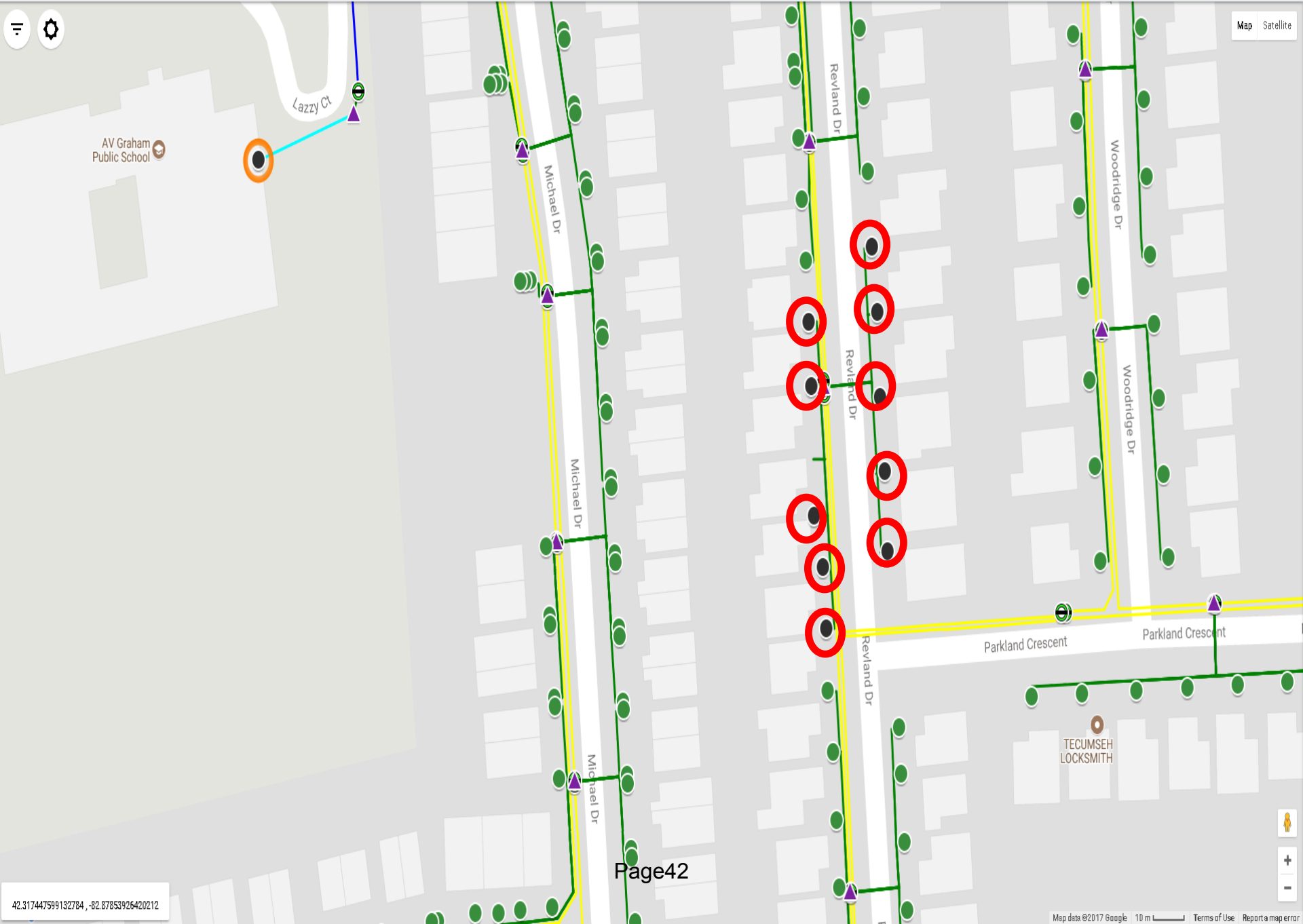
Line Loss Category	2017 (Actual)	2018 (Proposed)	Variance
Secondary Metered Customer	1.0602	1.0355	-0.0247
Primary Metered Customer	1.0496	1.0251	-0.0245

Rate Class	Total Reduction	Reduction as % of Total Bill
Residential	\$ (0.86)	-0.68%
GS<50	\$ (2.25)	-0.70%
GS>50	\$ (31.84)	-0.51%
USL	\$ (0.55)	-0.42%
Sentinel Light	\$ (0.03)	-0.29%
Streetlight	\$ (0.03)	-0.29%

Operational Excellence: Best-In Class Solutions

- EPLC strives to use Best-In Class solutions to provide cost effective value to its customers;
- One such example is SmartMAP

SMART MAP



Map Satellite



AV Graham Public School

Lazy Ct

Michael Dr

Revland Dr

Woodridge Dr

Woodridge Dr

Michael Dr

Revland Dr

Michael Dr

Revland Dr

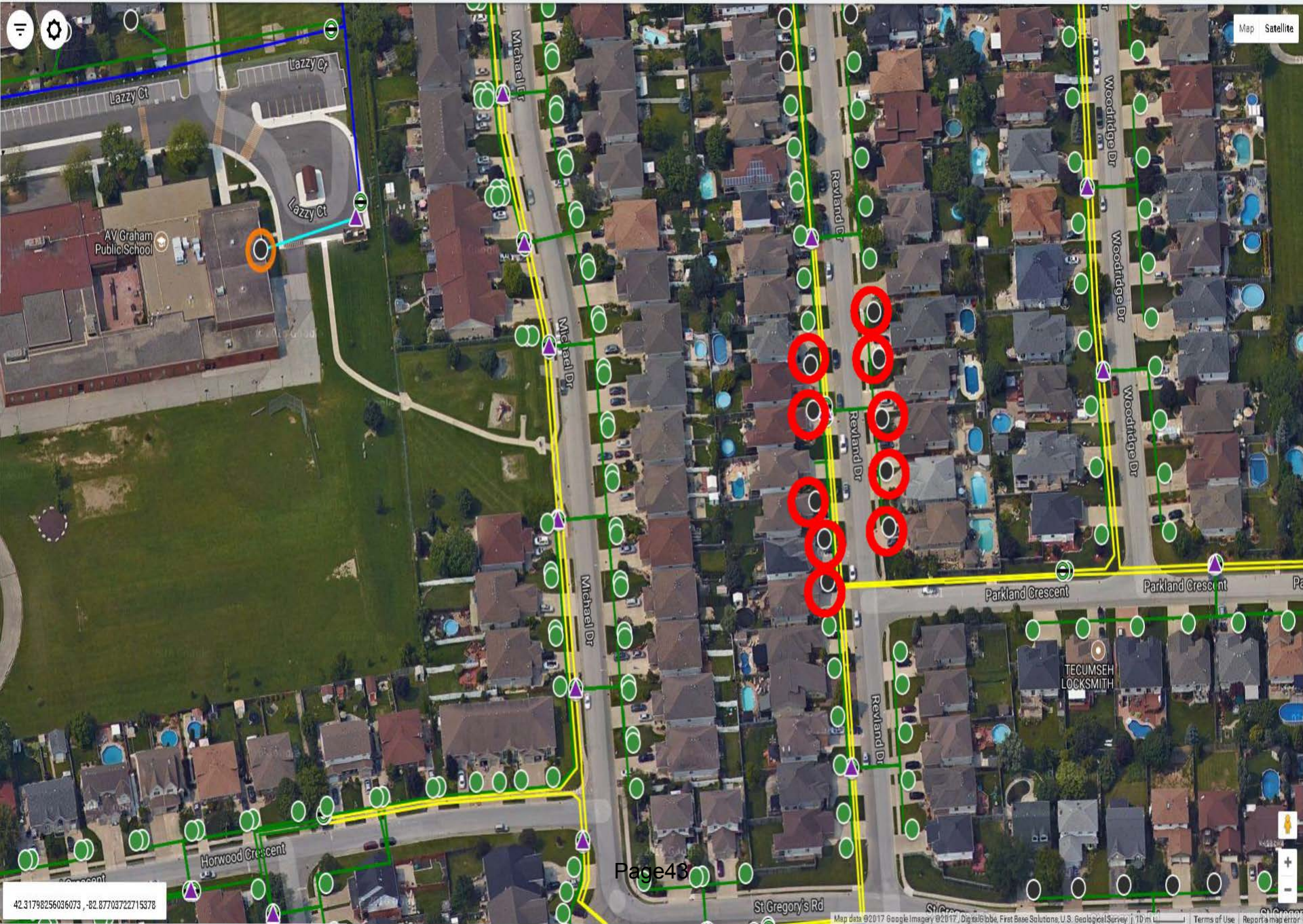
Parkland Crescent

Parkland Crescent

TECUMSEH LOCKSMITH

Page42





42.31798256036073, -82.87703722715378



TX10227

Michael Dr

Operational Excellence: Self-Healing Grid

- Over 75% of EPLC outages are Loss of Supply related;
- This means that outage root causes are outside of EPLC control;
- EPLC is installing Line Monitors, Reclosers & upgrading Wholesale Meters to reduce the impacts of Loss of Supply events;
- These devices will allow EPLC's Smart Grid to automatically attempt to resolve outages and isolate/minimize the impact of outages;



Operational Excellence: Cyber Security & Control Room Services

Cyber Security Compliance



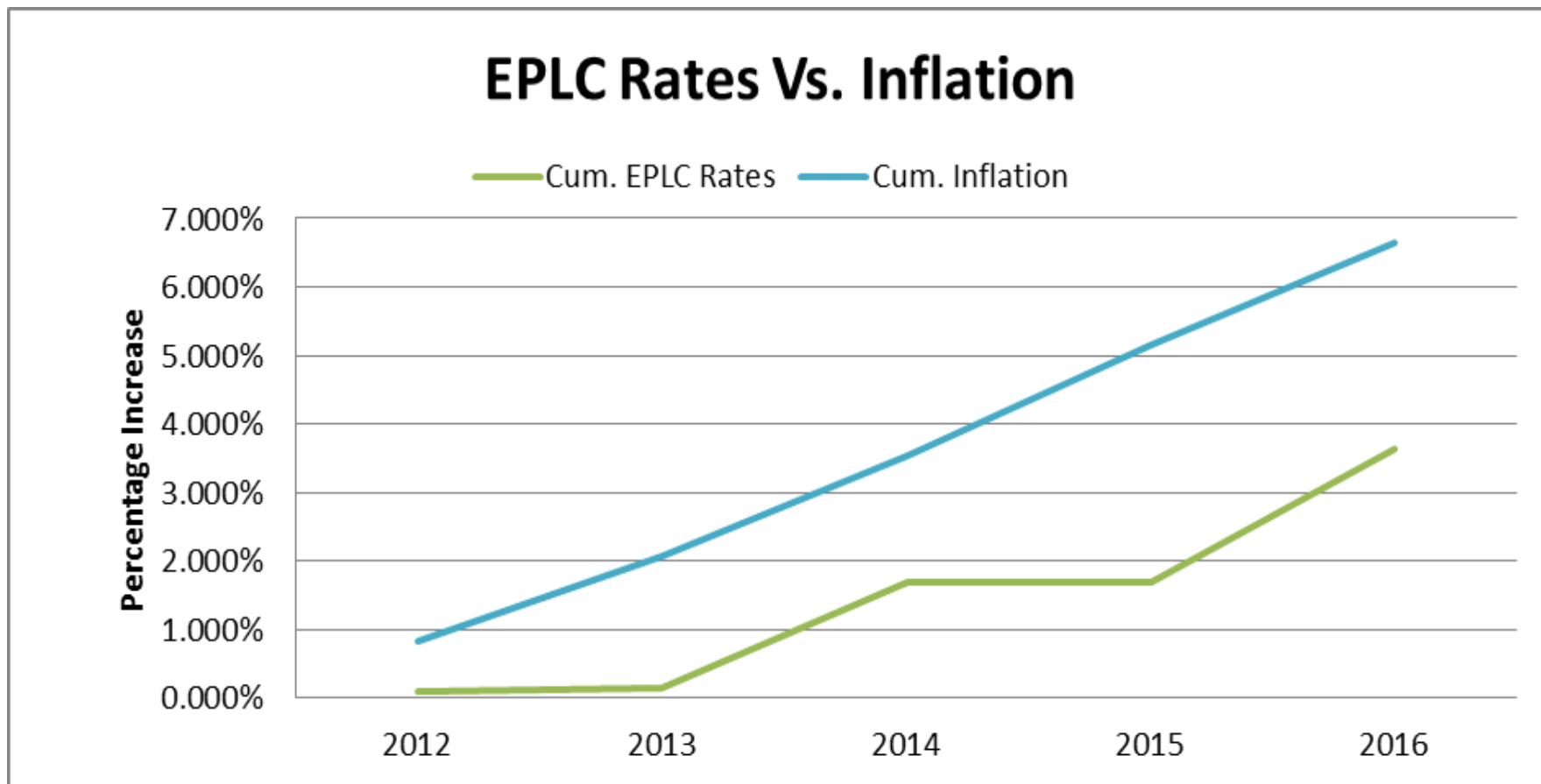
Customer Value: Data integrity

24/7 Control Room Services



Customer Value: Enhanced
24/7 customer service

Reasonable Rates: Distribution Rate Impacts – Historical



Reasonable Rates: Bill Impacts – By Customer Class

Distribution Rate Impacts

Rate Class	\$ Increase (Decrease)	% Increase (Decrease)
Residential	\$ 0.90	3.35%
General Service Less Than 50 kW	\$ 1.61	2.70%
General Service 50 to 4,999 kW	\$ 11.99	2.65%
Unmetered Scattered Load	\$ (1.60)	-5.30%
Sentinel Lighting	\$ (0.12)	-2.80%
Street Lighting	\$ 0.11	2.53%
Embedded Distributor	\$ (179.99)	-13.45%

Total Bill Impacts

Rate Class	\$ Increase (Decrease)	% Increase (Decrease)
Residential	\$ (0.51)	-0.40%
General Service Less Than 50 kW	\$ (2.14)	-0.66%
General Service 50 to 4,999 kW	\$ (390.64)	-5.92%
Unmetered Scattered Load	\$ (9.50)	-6.80%
Sentinel Lighting	\$ (0.39)	-3.81%
Street Lighting	\$ (0.11)	-1.07%
Embedded Distributor	\$ (342.63)	-0.68%

Reasonable Rates: OEB OM&A Provincial Ranking

Lowest Cost Per Customer

LDC Name	OM&A per Customer	Customer Count
Hydro Hawkesbury Inc.	\$ 182.91	5,531
Kitchener-Wilmot Hydro Inc.	\$ 186.10	94,058
Hydro One Brampton Networks Inc.	\$ 197.76	158,630
E.L.K. Energy Inc.	\$ 216.77	11,794
Newmarket-Tay Power Distribution Ltd.	\$ 218.43	35,465
Oshawa PUC Networks Inc.	\$ 220.83	56,811
Wasaga Distribution Inc.	\$ 228.90	13,346
Veridian Connections Inc.	\$ 229.61	119,533
Lakefront Utilities Inc.	\$ 231.50	10,214
London Hydro Inc.	\$ 233.81	155,496
Essex Powerlines Corporation	\$ 235.44	29,327
Waterloo North Hydro Inc.	\$ 236.41	56,230
North Bay Hydro Distribution Limited	\$ 241.69	24,070
Westario Power Inc.	\$ 249.61	23,168
PowerStream Inc.	\$ 251.71	364,505
Peterborough Distribution Incorporated	\$ 251.79	36,574
Horizon Utilities Corporation	\$ 252.61	244,114
Hydro Ottawa Limited	\$ 252.97	327,880
Entegrus Powerlines Inc.	\$ 257.89	40,833
Kingston Hydro Corporation	\$ 259.57	27,991

Highest Cost Per Customer

LDC Name	OM&A per Customer	Customer Count
Algoma Power Inc.	\$ 1,020.32	11,707
Atikokan Hydro Inc.	\$ 667.53	1,639
Chapleau Public Utilities Corporation	\$ 602.27	1,247
Sioux Lookout Hydro Inc.	\$ 549.11	2,790
West Coast Huron Energy Inc.	\$ 478.96	3,829
Wellington North Power Inc.	\$ 470.06	3,739
Fort Frances Power Corporation	\$ 467.12	3,746
Hydro One Networks Inc.	\$ 431.35	1,307,544
Espanola Regional Hydro Distribution Corporation	\$ 422.35	3,283
Northern Ontario Wires Inc.	\$ 417.52	6,007

Environmental Sustainability: Conservation & Demand Management



Essex Powerlines was one of 32 LDCs (out of 76) to accomplish their 2011-2014 targets;



Essex Powerlines is on pace to meet its conservation targets for the 2015-2020 framework;



Essex Powerlines on track to spend **\$8.4M** between 2015-2020 to help its customers conserve energy and lower their electricity bills;

Environmental Sustainability: Go Green, Plant a Tree Campaign

MyAccount

- New and improved online customer portal launched late 2017
- Customers can view and pay their bills anywhere, anytime from any device
- Track usage in real time
- Convenient and secure

Go Green, Plant a Tree

- January 29 – March 31, 2018
- 1 paperless customer = 1 tree planted in your community
- Tree planting events will be held at the end of April



Environmental Sustainability: Go Green, Plant a Tree Campaign

GREENER T  GETHER



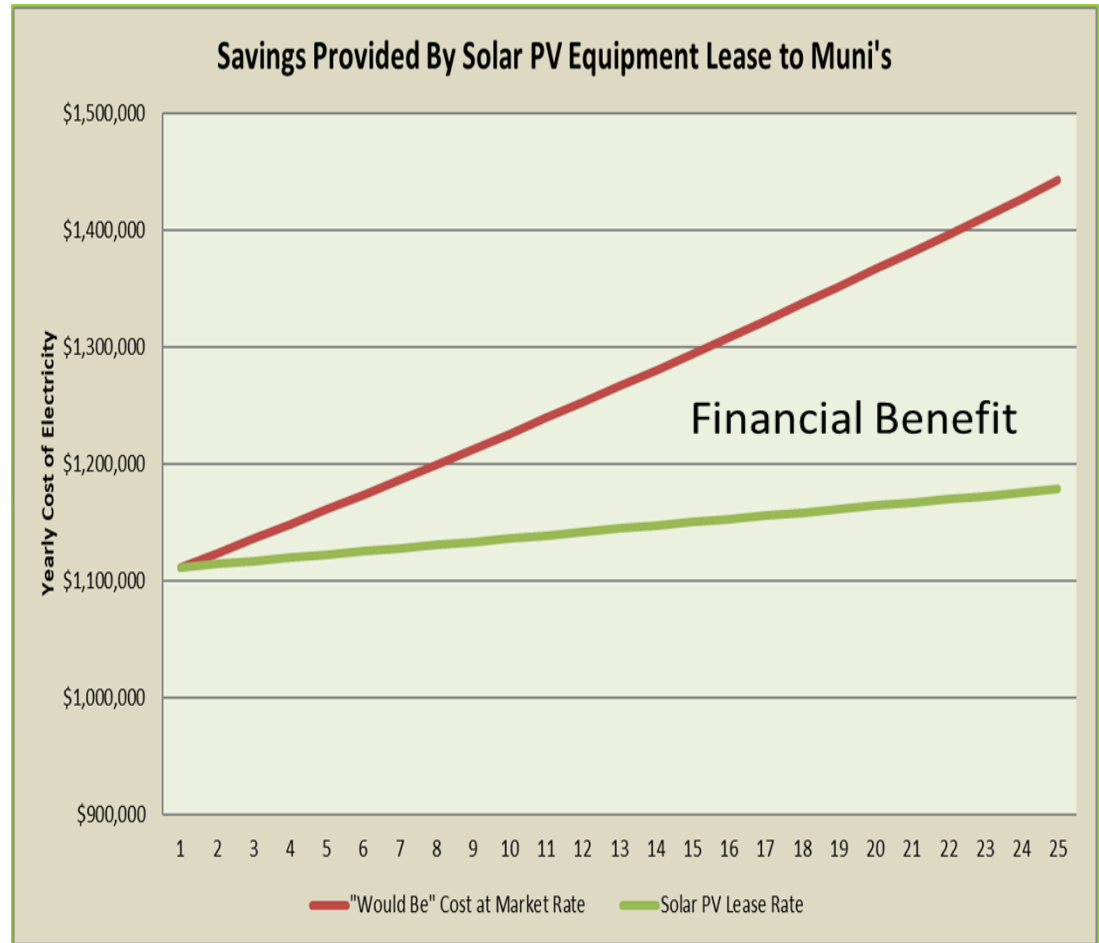
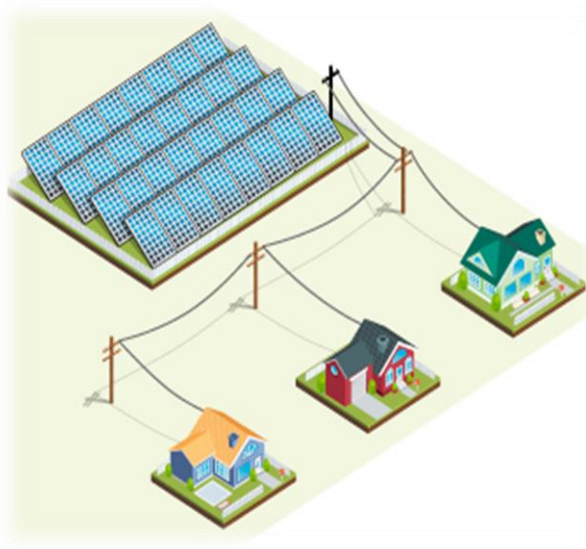
THANK YOU FOR A SUCCESSFUL GO GREEN, PLANT
A TREE CAMPAIGN! BECAUSE OF YOUR SUPPORT, A
TOTAL OF 1,000 TREES WILL BE PLANTED!

Environmental Sustainability: Municipal Sustainable Energy Cells (“MSEC”)



- 6MW Solar PV Capacity
- Brownfield Site
- Partners:
 - Essex Powerlines
 - Essex Energy
 - Municipality of Leamington
 - Town of Tecumseh
 - Town of LaSalle
 - Town of Amherstburg
- 25% of Muni Load Offset
- Electric Vehicle – Added Component

Virtual Net Metering – Financial Benefits

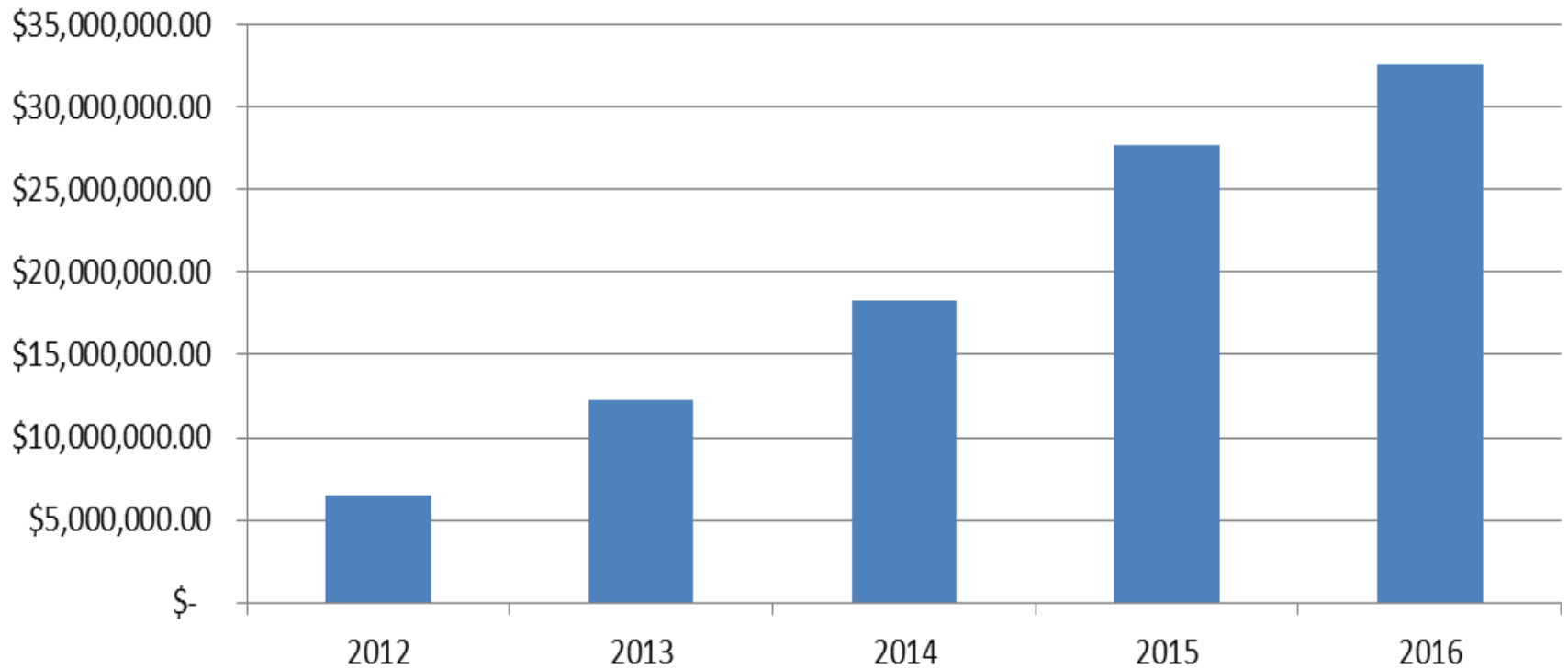


Virtual Net Metering – GHG Benefits

Municipality	Solar PV Annual kWh's Consumed	Resulting GHG Emissions Reduction (kg CO2e)
Amherstburg	1,695,198	72,894
LaSalle	1,695,198	72,894
Leamington	1,695,198	72,894
Tecumseh	1,695,198	72,894
TOTAL	6,780,792	291,574

Financial Sustainability: Re-Investing In Our Infrastructure

Cumulative Capital Spend



Essex Powerlines Supporting Community Youth



Essex Power continues to donate **\$40,000** annually, divided equally amongst each municipality. **To date \$160,000** has been given to the youth initiatives throughout EPL's distribution area.

Some of the Youth events and organizations the fund helped are:

- Essex Power Energy Zone
- Amherstburg Wildcats Gymnastics Program
- Jingle Bell Rock Youth Dance
- Free Youth swims
- Free Youth skates
- The Essex Empowerment Corporation Girls Group



Essex Powerlines Your Community Partner



- Essex Power and staff have donated over \$5000 yearly to each community that we proudly serve.



- Essex Power has been a proud sponsor of our Community Festivals such as the annual Rib Fest, Strawberry Fest, Corn Fest, Harvest Fest and more

Thank You! Questions?





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: Dwayne Grondin	Report Date: March 21, 2018
Author's Phone: 519 736-3664 ext. 2314	Date to Council: April 9, 2018
Author's E-mail: dgrondin@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: 2018 Essex Region Children's Water Festival Sponsorship

1. RECOMMENDATION:

It is recommended that:

1. The report from the Manager of Environmental Services dated March 21, 2018, regarding the participation in the 2018 Essex Region Children's Water Festival **BE RECEIVED**; and,
2. The 2018 Essex Region Children's Water Festival **BE SPONSORED** as part of the 2018 Amherstburg Water Conservation Program in the amount of \$1,500.

2. BACKGROUND:

The Amherstburg Water Conservation Program has been developed to educate the public on water usage and to promote water conservation on the individual level. One widespread form of public education is the annual Essex Region Children's Water Festival which hosts a full day of water conservation presentations to many of the local schools.

3. DISCUSSION:

Since 2006, the Town of Amherstburg has been participating in the Essex Region Children's Water Festival held at the Canadian Transportation Museum and Historic Village in Kingsville. The festival aims to educate approximately 3,800 students in Grades 3 through 5 about the importance of water in their daily lives. Through interactive displays, volunteers teach students about water use, protection and

conservation. This event is attended by many of the elementary schools which are serviced by the Amherstburg water system.

4. RISK ANALYSIS:

The Ministry of Environment reviews customer relations and water conservation efforts as part of their yearly inspections. The Town's support of this program assists in meeting the Ministries requirements.

5. FINANCIAL MATTERS:

The sponsorship of the Essex Region Children's Water Festival in the amount of \$1,500 is included in the proposed 2018 Water Operating Budget.

6. CONSULTATIONS:

The Festival Coordinator for the Essex Region Children's Water Festival was consulted on this report.

7. CONCLUSION:

The Essex Region Children's Water Festival is an excellent way to educate the youth of the Town on the importance of water conservation and the benefits to the environment.



Dwayne Grondin
Manager of Environmental Services

DG

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX
Danielle Stuebing		essexwaterfest@gmail.com		
Jacquie Rumiel		essexwaterfest@gmail.com		

Report Approval Details

Document Title:	2018 Essex Region Children's Water Festival Sponsorship.docx
Attachments:	- Letter of request_Town_of_Amherstburg.pdf - Sponsor - Pamphlet 2018.pdf - Watermark_2017_Final.pdf
Final Approval Date:	Apr 3, 2018

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



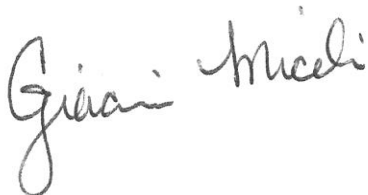
Antonietta Giofu - Mar 23, 2018 - 9:47 AM



Mark Galvin - Mar 27, 2018 - 3:32 PM



Cheryl Horrobin - Mar 28, 2018 - 11:07 AM



John Miceli - Mar 28, 2018 - 2:17 PM



Paula Parker - Apr 3, 2018 - 8:14 AM



Essex Region Children's Water Festival

March 4, 2018

Antoinetta Giofu
Director, Engineering and Public Works
Town of Amherstburg
P.O.Box 159
512 Sandwich St South
Amherstburg
ON N9V 3R2

Dear Ms. Giofu:

We would like to invite the Town of Amherstburg to once again partner with the Essex Region Children's Water Festival in educating our elementary school children about the vital importance of water to our future. Thank you for continuing to stand with us in making this possible. We estimate that over the years we have educated close to 42,400 students.

Our committee is currently preparing for our 15th annual festival and would greatly appreciate your continued sponsorship. We would like to invite the Town of Amherstburg to partner with us to enable over 3,800 children and youth attend this highly interactive and educational festival at the Canadian Transportation Museum & Heritage Village from May 29 to June 1, 2018.

We are proud to highlight our sponsoring partners through signage at the festival, on our volunteer t-shirts, our 200 teacher guidebooks and in our annual newsletter. We would like to invite the Town of Amherstburg to again contribute to our community event by becoming a Stream sponsor with a donation of \$1,500.

Feel welcome to contact either of us if you would like further information or if we can help you in any way. We look forward to partnering with you again in 2018.

Sincerely,

Danielle Stuebing
Committee Chair

Jacquie Rumiel
Festival Coordinator

C/o 609 Rd 3 East, Kingsville, ON N9Y 2E5
(519) 257-1077 Fax (519) 733-8847
essexwaterfest@gmail.com www.essexwaterfest.ca

Here's How to Get Involved!

The Essex Region Children's Water Festival would like to invite you to become a partner in this important program and to contribute to the environmental education of your present and future customers, employees and neighbours.

We are pleased to accept any contributions in the form of money, products and in-kind services.

OCEAN (\$20,000+)

- Logo and name listed as sponsor on; sponsor board at event, Teacher's Planning Guide, volunteer t-shirts and website: www.essexwaterfest.ca,
- Guided tour of festival
- Special recognition at Festival VIP Day (press conference)
- Certificate of Appreciation

LAKE (\$5,000+)

- Logo and name listed as sponsor on; sponsor board at event, Teacher's Planning Guide and website: www.essexwaterfest.ca,
- Guided tour of festival
- Special recognition at Festival VIP Day (press conference)
- Certificate of Appreciation

RIVER (\$2,000 - \$4,999)

- Name listed as sponsor on sponsor board at event, Teacher's Planning Guide and website: www.essexwaterfest.ca,
- Special recognition at Festival VIP Day (press conference)
- Certificate of Appreciation

STREAM (\$500 - \$1,999)

- Name listed as sponsor on; sponsor board at event, Teacher's Planning Guide and website: www.essexwaterfest.ca,
- Invitation to Festival VIP Day (press conference)
- Certificate of Appreciation

CREEK (to \$500)

- Name listed as sponsor on; sponsor board at event, Teacher's Planning Guide and website: www.essexwaterfest.ca,
- Certificate of Appreciation

Thanks for making it happen 2017 festival sponsors!

LAKE:



RIVER:



STREAM:



CREEK:

Ford/Unifor 200/Nemak Joint Workplace Environment Committee



K + S WINDSOR SALT LTD.



Join Us In Presenting...



The 15th Annual Essex Region Children's Water Festival

May 29 to June 1, 2018
Canadian Transportation
Museum and Heritage Village
6155 Arner Town Line
Kingsville, Ontario
www.essexwaterfest.ca

Sponsor Form



What is the Children's Water Festival?

The Essex Region Children's Water Festival aims to educate approximately 3,500 - 4000 students in Grades 3 through 5 about the importance of water in their daily lives. Through interactive displays, volunteers teach students to respect and conserve our valuable water resources, so that they can become the water stewards of the future. The festival runs Tuesday, May 29 to Friday, June 1, 2018 rain or shine.



What Happens?

The Festival has over to 50 hands-on activity centres that will challenge students to consider the importance of water to themselves as individuals and to society at large. The activity centres consist of five themes: Conservation, Protection, Science, Technology and Attitude and are based on the Ontario Curriculum requirements.

2017 Festival

From May 30 to June 2, 2017 the 14th Annual Essex Region Children's Water Festival took place at the Canadian Transportation Museum and Heritage Village. During these five days approximately 3,900 children in Grades 3, 4 and 5 from Windsor and Essex County participated in this educational and fun festival, with the help of over 400 Grade 11 and 12 volunteers. Through the support of the community we were able to offer an opportunity for students to learn about water use and the environment.

2018 Festival

As we approach the planning stage for the 2018 Essex Region Children's Water Festival, to be held May 29 to June 1, 2018, we are once again asking the community for their assistance in delivering this wonderful learning opportunity to our children and youth.

Community Driven Project

The Essex Region Children's Water Festival is organized and delivered by a volunteer committee consisting of representatives from: Essex Region Conservation Authority, Essex-Windsor Solid Waste Authority, Ford/CAW/Joint Workplace Environmental Committee, CAW Local 200, CAW Local 444, Point Pelee National Park and others.



✂

Ocean Sponsor (\$20,000 +)

Lake Sponsor (\$5,000 +)

River Sponsor (\$2,000 - \$4,999)

Stream Sponsor (\$500 - \$1,999)

Creek Sponsor (to \$500)

Please fill out the following information and return it with your donation:
Company: _____

Contact: _____

Address: _____

Phone: _____

Fax: _____

E-mail: _____

✂

Your financial contribution is not only an investment in the program, but it is also an investment in ensuring a clean, safe and plentiful water supply for future generations.

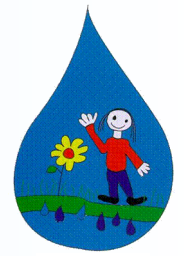
Please make your cheque payable to:
Essex Region Children's Water Festival

For a detailed proposal, please contact:



Jacque Rumiell, Festival Coordinator
C/o 609 Rd 3 East, Kingsville, ON.
N9Y 2E5
Phone: 519 257 1077
e-mail: essexwaterfest@gmail.com
www.essexwaterfest.ca

Watermark



Fall 2017

Essex Region Children's Water Festival 2017



"I want to tell everyone the most important thing I learned at the Water Festival was to not leave the tap on because I saw the difference when you don't leave it on. I will protect our water by not leaving the water on when I brush my teeth." ~ Student, Hugh Beaton Public School



"We thoroughly enjoyed our day; staff, parent volunteers and students. It was extremely well organized. Student leaders at the stations were enthusiastic and welcoming - that certainly added to the students enjoyment. Thank you. I look forward to visiting again in the future." ~ Teacher, St. Louis School

"The students enjoyed being in the County with the animals in particular." ~Teacher, Hugh Beaton School

"I learned how the water filtration system works so that clean water goes back into our lakes and rivers." ~ Student, Gosfield North Public School



Children's Water Festival

The 2017 water festival was attended by close to 3926 students in Grades 3, 4 and 5. The students learned about water protection, conservation, science, technology and changing attitudes through a series of approximately 50 hands-on activity centres led by over 400 secondary school and community volunteers.

We send a huge thank you to the principals, teachers and students at the following secondary schools who helped us lead the activity centres in 2017:

- **Cardinal Carter**
- **Essex**
- **Riverside**
- **General Amherst**
- **St. Anne**
- **École secondaire L'Essor**

Our Mission Statement:

The Essex Region Children's Water Festival will educate thousands of students about the critical importance of clean water to their future. Children will participate in activities that encourage positive attitudes about protecting, restoring and conserving water. The festival activities will strive to make clean water personally relevant to all participants, who will then be encouraged to take these messages home to share with family and friends.

**2018 Essex
Region
Children's
Water Festival**



The 2018 Children's Water Festival for students in Grades 3, 4 and 5 will be held from May 29 – June 1, 2018 at the Canadian Transportation Museum and Heritage Village on the Arner Townline.

The continued support of our sponsors, both new and returning, is absolutely vital to the continuation of the event. We are grateful to all our sponsors and look forward to the success of the 2018 festival as we educate today's children to become tomorrow's water stewards.

More sights from the
Grades 3, 4 & 5 Water
Festival days!



Contact Information

Essex Region Children's Water Festival
c/o 360 Fairview Ave. Suite 311, Essex, ON N8M 1Y6

e-mail: essexwaterfest@gmail.com
www.essexwaterfest.com
Ph. 519-257-1077

**Thanks for making it happen!
2017 Festival Sponsors**

LAKE:



RIVER:



Parks Canada

Parcs Canada



STREAM:



CREEK:



Ford/Unifor 200/Nemak Joint Workplace Environment Committee

K + S WINDSOR SALT LTD.





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: Deferred Development Charges for Meadowview Estate Subdivision

1. RECOMMENDATION:

It is recommended that:

- 1. The report from the Chief Building Official dated March 22, 2018 regarding Deferred Development Charges for Meadowview Estate Subdivision BE RECEIVED;
2. The application for deferral of development charges, as requested by 1352120 Ontario Ltd. BE APPROVED; and
3. By-law 2018-29 being a By-law to authorize the signing of an agreement to defer development charges be taken as having been read three (3) times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

2. BACKGROUND:

On December 09, 2017, 1352120 Ontario Ltd. Applied for deferral of development charges for Meadowview Estates Subdivision Plan # 12M-638 106,108 (Lot 22), 109,111 (Lot 3) 114, 116 (Lot 20), 117, 119 (Lot 5), 122,124 (Lot 18), 125, 127 (Lot 7), 130, 132 (Lot 16), 133, 135 (Lot 9), 141, 143 (Lot 11), 149, 151 (Lot 13) Meadowview Ave. South and 248 (Lot 28), 252 (Lot 29), 256 (Lot 30) Meadowview Ave. North, Amherstburg. 1352120 Ontario Ltd. has applied for deferral of the development charges for the construction of 20 semi-detached units and 3 single family dwelling units. The development charge ('DC') for each unit is \$12,743.00. The total amount to

be deferred for the applicable units is \$293,089.00 for a period up to 18 months or upon the sale of each, whichever occurs first.

3. DISCUSSION:

Council passed Development Charges By-Law 2014-101 allowing for the collection of development charges relating to residential development. Council has also passed a resolution (2007) approving a procedure for processing the requests for DC deferrals on a case by case basis. The request for deferral of DCs for Meadowview Estate Subdivision is consistent with the approved DC By-law and deferral procedure.

4. RISK ANALYSIS:

There is no risk to the Town associated with the DC Deferral Agreement and By-Law. The Agreement will be registered against the title of the property, and under Section 32(1) of the Development Charges Act, any DC charge that remains unpaid after it is payable may be added to the property tax roll and collected in a like manner as taxes.

5. FINANCIAL MATTERS:

The cost of registering the DC deferral agreement is borne by the applicant.

Under the Agreement, the deferred DCs will be paid upon the 18 month expiry or the sale of the property, whichever occurs first.

DCs would normally be collected at the time of the building permit issuance, for use by the municipality as outlined under the DC by-law. The DC Act allows, under Section 27(3), for interest to be charged at a rate stipulated in the Agreement on DCs paid after they would otherwise be payable. The Agreement does not stipulate application of an interest charge on the deferred DCs.


Further, there is an opportunity cost of DC deferral as those funds are not available for use by the Town until up to 18 months after permit issuance. In some instances that may require the Town to alternatively finance or carry costs for growth related projects until such time as the DCs are collected.

6. CONSULTATIONS:

The Planning Department - The Manager of Planning Services was consulted and concurs with the recommendation.

7. **CONCLUSION:**

There is merit in the request to defer development charges. The development charges By-law contains provisions which allow Council the opportunity to defer development charges. The By-law was developed to initiate residential development by developers during the economic downturn. The By-law has proven to be successful in stimulating development in various residential subdivisions that have been stagnant and experienced slow growth.



Angelo Avolio
Chief Building Official

AA

Report Approval Details

Document Title:	Deferral of Development Charge for Meadowview Subdivision.docx
Attachments:	- By-law 2018-29 Meadow View Ave.doc
Final Approval Date:	Apr 3, 2018

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



Mark Galvin - Mar 29, 2018 - 3:53 PM



Cheryl Horrobin - Mar 29, 2018 - 4:53 PM



Paula Parker - Apr 3, 2018 - 9:03 AM

**THE CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NUMBER 2018-29**

**By-law to Authorize the Signing of an Agreement
To Defer Development Charges**

WHEREAS By-law Number 2014-101, the Town of Amherstburg Development Charges By-law, allows Council from time to time to grant full or partial exemption from the development charges provided in the By-law;

AND WHEREAS the Council of the Town of Amherstburg and Owners of the said property have agreed to the terms and conditions of the agreement to defer Development Charges in the form annexed hereto;

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

1. That the Mayor and Clerk are and they are hereby authorized to execute the original and copies of an agreement to defer development charges in the form annexed hereto and affix the Corporate Seal thereto.
2. This By-law shall come into force and effect on the date of final passage hereof.

Read a first, second and third time and finally passed this 9th day of April, 2018

Mayor – Aldo DiCarlo

Clerk – Paula Parker

THIS AGREEMENT made in quadruplicate, as of the 9th day of April 2018,
BETWEEN:

1352120 ONTARIO LIMITED

(hereinafter may be referred to as the "Applicant")

and

CORPORATION OF THE TOWN OF AMHERSTBURG

(hereinafter may be referred to as the "Town")

WHEREAS the Development Charges Act, 1997, S.O.1997, Chapter 27 (hereinafter may be referred to as the "Act") authorizes municipalities to pass a by-law for the imposition of development charges against land to pay for increased capital costs required because of increased needs for services arising from development of the area to which the by-law applies.

AND WHEREAS the Council of the Town of Amherstburg, pursuant to the Act, passed By-Law #2014-101, which imposes development charges and also provides for the payment of development charges;

AND WHEREAS a municipality may, as authorized by Section 27 of the Act, permit, on such terms as its Council may require, an Applicant to pay the applicable development charge at a date later than it would otherwise be payable, upon and in accordance with the terms of an agreement entered to by the Applicant with the municipality;

AND WHEREAS, pursuant to By-law #2014-101, the Town of Amherstburg may enter into an agreement that provides for payment of the development charges at any time that Council decides appropriate, payment of development charges may be deferred over a maximum period of 18 months or upon the sale of any of all or any portion of the residential property from the date of the payment deferral agreement, whichever comes first;

AND WHEREAS the Applicant is the registered owner of the property known municipally, as of the date of this Agreement, as 106,108, 109,111, 114,116, 117,118, 122,124, 125,127, 130,132, 133,135, 141,143, 149,151 Meadowview Ave South and 248, 252, 256 Meadowview Ave. North, in the Town of Amherstburg. The said property is described in Schedule "A" attached to this Agreement (hereinafter such property may be referred to as the "Property"), upon which property the Applicant's proposed development is called or includes a multi-family dwelling unit (2 semi-detached dwelling units) (hereinafter may be referred to as the "Development");

AND WHEREAS the Applicant, by application number D.C. Deferral 1-2017 and dated March 22, 2017 (to be referred to in this Agreement as the "Application"), has applied to the Town for approval to defer the payment of the Development Charges to the Town in respect of the said development over a maximum period of 18 months or upon the sale of any of all or any portion of the residential property from the date of the payment deferral agreement, whichever comes first;

AND WHEREAS the Department of Building and Planning and Legislative Services (hereinafter may be referred to as the "Manager") on April 9, 2018, as authorized by Council, approved such Application subject to and upon the terms of this Agreement;

NOW THEREFORE, in consideration of the matters referred to, the parties agree as follows:

1. PAYMENT

The Applicant covenants to pay to the Town, in respect of the development, a total development charge in the amount of **TWO HUNDRED AND NINETY THREE THOUSAND AND EIGHTY NINE DOLLARS (\$12,743.00 X 23 UNITS= \$293,089.00)** (hereinafter may be referred to as the "Development Charge").

Such payment, due and payable in accordance with paragraph 2 of this Agreement, shall be made to the Town, in full, **NO LATER THAN SEPTEMBER 08, 2019**; except where earlier payment is required pursuant to the terms of this Agreement the said payment is required at the date of the purchase of the property.

The Applicant shall submit the development charge payment, payable to the Town, to be received by the Treasury Department of the Town of Amherstburg.

2. TERM

This Agreement commences as of April 9, 2018, which, for the purpose of this Agreement, is the date of the Agreement, and the payment deferral continues until the earlier of the expiry of the term of this

deferral Agreement on September 8, 2019 or, at the date of the purchase of the property.

3. THE DEVELOPMENT CHARGE

The Applicant acknowledges and agrees:

- (i) that the said amounts of the deferred Development Charges are the correct amounts calculated and applied to the Applicant's current Building Permit application with the Town for a development upon the Property.
- (ii) that the Applicant has not and will not file a complaint pursuant to the Act with the municipality or in any other forum, with respect to the determination and application of the Development Charge By-laws, including the quantum of the charges;
- (iii) that the deferred Development Charges referred to herein for payment by the Applicant to the Town may not be all of the Development Charges that may become applicable in respect of the Property as there may be further Development Charges applicable in respect of other development permitted on the Property.
- (iv) that in the event the deferred Development Charges become payable and remain unpaid, in whole or in part, or, on their due date remain unpaid, then in addition to any other remedy available to the municipality at law, the amount of unpaid Development Charges may be added to the tax roll(s) (or tax rolls within which the Property is comprised) and collected as realty taxes.
- (v) to the Property recorded under **SCHEDULE 'A'**. The municipality has the right to add any arrears to the following tax roll(s) and to any other tax roll, which the municipality may determine, is also included within the Property.
- (vi) that it is the Applicant's responsibility to obtain all necessary approvals and all necessary zoning for purposes of the development and use of the Property and that by entering into this Agreement the municipality is making no representation regarding same and the Applicant acknowledges that nothing herein limits the municipality's discretion regarding same.

4. INDEMNIFICATION

The Applicant will and herein does indemnify, save, defend and keep harmless from time to time and at all times, the Town of, from and against all actions, causes of action, interest, claims, demands, cost, charges, damages, expenses and loss which the municipality may at any time bear, incur, be liable for, sustain or be put into for any reason or on account of or by reason of or in consequence of entering into this Agreement.

5. EFFECTIVE DATE OF AGREEMENT

This Agreement shall take effect once it is fully executed, **FIRSTLY**, by the Applicant; and **SECONDLY**, by the Town.

6. REGISTRATION OF AGREEMENT

(a) The Applicant shall register **IMMEDIATELY** this Agreement on title to the Property at its own expense and provide the Town with evidence of its registration within **ONE (1) MONTH** of the commencement of this Agreement or of the registration of this Agreement in the Land Registry Office at Windsor, whichever date is earlier, together with the Applicant's lawyer's Certificate satisfactory to and in favour of the municipality that this Agreement has been entered into by the registered owner in fee simple of the Property and that the legal description of the Property attached hereto as Schedule A is a complete and registerable legal description of all of the land which comprises the Development.

(b) The Applicant also agrees to re-register the Agreement **IMMEDIATELY** or take, as soon as is practicable under the circumstances, such other steps as are necessary to ensure the continued registration of this Agreement on title to the Property in the event the legal description of the Property changes.

8. TIME IS OF THE ESSENCE

The Applicant agrees that time shall be of the essence and any dates or deadlines set out in this Agreement are to be strictly adhered to.

9. EVENTS OF TERMINATION

(1) Notwithstanding any provision in this Agreement to the contrary the Applicant agrees that this Agreement terminates and the deferred Development Charges become due and payable in full in the event of any default or breach of this Agreement by the Applicant. In the event of such default or breach by the Applicant, the Development Charge, shall become due and payable IMMEDIATELY, and payment shall be made to the Town, with or without notice to the Applicant from the Town.

(2) For the purposes of this Agreement, default under or a breach of this Agreement by the Applicant shall be deemed to include, but not limited to the following:

(a) the deferred Development Charges applicable to the residential Property shall immediately become due and payable prior to the sale of all or any portion of the residential Property to a purchaser; or,

(b) where the Property is sold or otherwise transferred by the Applicant; or

(c) where a mortgage, charge, lien, execution or other encumbrance affecting the Property becomes enforceable against the Property; or

(d) where the Applicant becomes bankrupt, whether voluntary or involuntary, or becomes insolvent or a receiver/manager is appointed with respect to the Property.

10. OUTSTANDING OBLIGATIONS

Upon the expiry or termination of this deferral Agreement, any obligation of the Applicant under this Agreement that remains unsatisfied, in whole or in part, shall, nevertheless, continue until so satisfied.

11. AGREEMENT NOT WAIVER

This Agreement is made entirely for the convenience and benefit of the Applicant and is in no way to be construed as a waiver or surrender of any rights or remedies that the Town may have to recover its development charge by any lawful means from present and future owners of the Property or as taxes upon the Property.

12. OBLIGATIONS JOINT AND SEVERAL

The obligations and liabilities of the Applicants, if more than one, under this Agreement shall be both joint and several.

13. RIGHTS AND REMEDIES

All rights and remedies given to the Town by this Agreement are distinct, separate and cumulative and may be jointly or separately exercised by the Town and shall not be deemed to be in exclusion of any other rights or remedies available to the Town under this Agreement or otherwise at common law or by statute. No delay or omission by the Town in exercising any such right or remedy shall operate as a waiver of them or any other right or remedy, and no single or partial exercise of a right or remedy shall preclude any other or further exercise of them or the exercise of any other right or remedy.

14. ASSIGNMENT

Neither this Agreement nor any part of it may be assigned by the Applicant without the prior written approval of the Town. Any attempt by the Applicant to assign this Agreement without such approval of the Town is void.

15. NOTICE

(a) Any notice under this Agreement shall be deemed to have been given if delivered personally or mailed by registered mail to:

(i) Town of Amherstburg
271 Sandwich Street West
AMHERSTBURG, Ontario
N9V 2A5 Attention: Town Clerk

(ii) to the Applicant:

13552120 Ontario Ltd.
1000 Alma Street
Amherstburg, Ontario
N9V 2Y9

(iii) or to such other address which the parties to be notified shall have given written notice to the other parties.

(b) For the purpose of this Agreement, written notice from the Manager shall be deemed to be written notice from the Town. Further, written notice by or to one of the Applicants shall be deemed to be written notice by or to all of the Applicants, as the case may be.

(c) Any notice given or delivered pursuant to this paragraph shall be deemed to have been given at the time it was delivered or three (3) days following the date of mailing, as the case may be.

16. ENTIRE AGREEMENT

This Agreement contains the entire and only understanding between the parties relating to the subject matter of this Agreement and supersedes all prior agreements, arrangements, promises, representations or other understandings, whether written or oral, between them. This Agreement shall not be amended, in any way, except in writing executed by all parties with the same formalities, including all necessary prior approvals, as this Agreement.

17. SEVERABILITY

If any of the provisions of this Agreement or their application to any person or circumstance are to any extent illegal, invalid or unenforceable, the remainder of this Agreement shall be construed as if such illegal, invalid or unenforceable provision had never been contained in it.

18. GOVERNING LAW

This Agreement shall be governed by the laws of the Province of Ontario and the laws of Canada.

19. COVENANTS TO RUN WITH PROPERTY

All covenants and conditions contained in this Agreement shall be deemed to be covenants running with the Property and shall be binding on the Applicant and the Applicant's heirs, executors, administrators, successors and assigns and upon all future owners and occupants of the Property.

20. INDEPENDENT LEGAL ADVICE

The Applicant acknowledges having obtained independent legal advice from its own lawyer with respect to the terms of this Agreement prior to execution, and further acknowledges that it understands the terms and conditions, and its obligations and liabilities, under this Agreement.

21. GENDER AND NUMBER

This Agreement shall be read with such changes of gender or number or corporate status as the context may require.

22. HEADINGS

Any note appearing as a heading in this Agreement has been so inserted for convenience and reference only and of itself cannot define, limit or expand the scope or meaning of this Agreement or any of its provisions.

23. DISCHARGE and PARTIAL DISCHARGES

A discharge or partial discharge of this Agreement shall be deemed sufficiently and fully executed where it is executed by the municipality. A discharge (or a partial discharge for individual lots/units) may be permitted under this Agreement, on payment of the development charges, pertaining to Property or to the specific lot(s)/unit(s), as the case may be, provided,

- (a) there are no arrears owing under this Agreement; and
- (b) the Applicant's lawyer prepares, at the Applicant's expense,
 - (i) the Discharge or Partial discharge in a form satisfactory to the municipality incorporating a current legal description of the applicable land;
 - (ii) a lawyer's certificate to the municipality in a form satisfactory to the Town's Corporate Counsel that the Discharge or Partial discharge has been prepared as required by the municipality and registered at the Applicant's expense and a duplicate registered copy thereof.

IN WITNESS WHEREOF the Parties hereto have duly executed this Agreement.

SIGNED, SEALED & DELIVERED
in the presence of:

**CORPORATION OF THE TOWN
OF AMHERSTBURG**

Mayor – Aldo Dicarlo

Clerk - Paula Parker

1352120 ONTARIO LTD.

Norbert Mario Bolger , President

I/We have authority to bind the corporation

1352120 Ontario Ltd.
1000 Alma Street
Amherstburg, Ontario
N9V 2Y9

SCHEDULE "A"

(Applicant is required to attach a proper legal description before the Applicant returns the executed agreement for execution by the Town.)

106/108 Meadowview Ave South – Plan 12M-638, Lot 20
109/111 Meadowview Ave South – Plan 12M-638, Lot 3
114/116 Meadowview Ave South – Plan 12M-638, Lot 18
117/119 Meadowview Ave South – Plan 12M-638, Lot 5
122/124 Meadowview Ave South – Plan 12M-638, Lot 16
125/127 Meadowview Ave South – Plan 12M-638, Lot 7
130/132 Meadowview Ave South – Plan 12M-638, Lot 14
133/135 Meadowview Ave South – Plan 12M-638, Lot 9
141/143 Meadowview Ave South – Plan 12M-638, Lot 11
149/151 Meadowview Ave South – Plan 12M-638, Lot 13

248 Meadowview Ave North – Plan 12M-638, Lot 28
252 Meadowview Ave North – Plan 12M-638, Lot 29
256 Meadowview Ave North – Plan 12M-638, Lot 30



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: March 8, 2018
Author's Phone: 519 736-5408 ext. 2124	Date to Council: April 9, 2018
Author's E-mail: rbelanger@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Request for Removal of Part Lot Control- Meadow View Subdivision

1. **RECOMMENDATION:**

It is recommended that:

1. The report from the Manager of Planning Services dated March 8, 2018 regarding the Request for Removal of Part Lot Control- Meadow View Subdivision, **BE RECEIVED**;
2. The application for removal of Part Lot Control for Lots 1-23, Registered Plan 12M-638 **BE APPROVED**; and,
3. **BY-LAW 2018-20** being a by-law to remove certain lands from Part Lot Control (12M-638) 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 1352120 Ontario Ltd. requesting that Council pass a by-law exempting Lots 1 through 23, inclusive, Registered Plan 12M-638 in the above subdivision from the part lot control provisions of the Planning Act, R.S.O. 1990, c.P. 13, to enable the conveyance of semi-detached units for freehold ownership.

3. **DISCUSSION:**

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 2018-20 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 April 9th, 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.

4. RISK ANALYSIS:

The recommendation presents no risk to the municipality.

5. FINANCIAL MATTERS:

The cost associated with the application and planning processes are the responsibility of the developer. It is anticipated approval of this application will expedite development and allow for the transfer of semi-detached homes under construction in Meadow View Subdivision.

Construction of forty six semi-detached dwellings on the twenty three subject lots would provide \$586,178 (\$12,743.00 x 46 dwellings) in development charges and estimated property taxes of \$4,095 per year/home on a property valued at \$250,000. The Town's portion of those taxes would be approximately \$113,850 per year (\$2,475 per year per property).

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

6. CONSULTATIONS:

N/A

7. CONCLUSION:

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

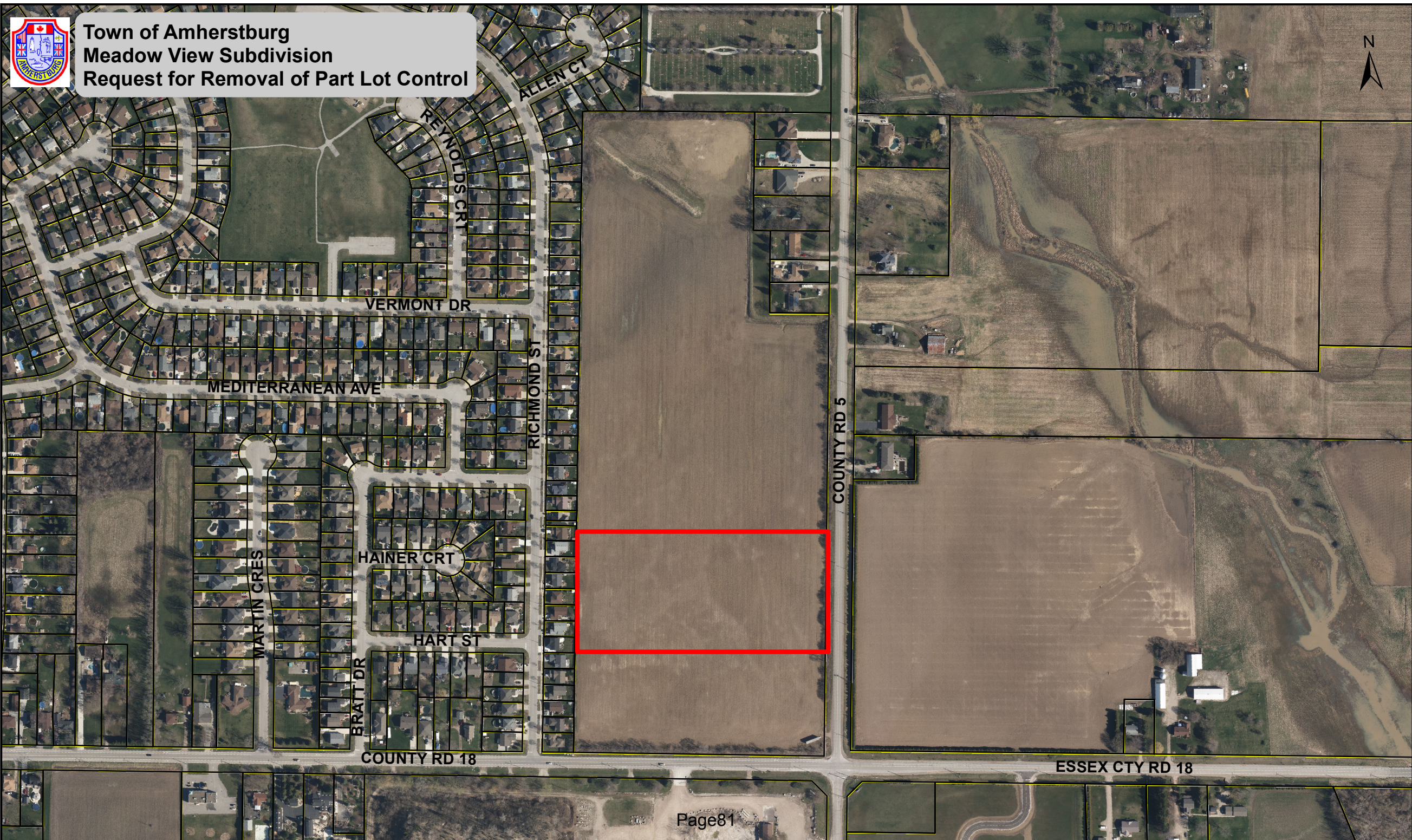


Rebecca Belanger
Manager of Planning Services

jm



Town of Amherstburg
Meadow View Subdivision
Request for Removal of Part Lot Control



**CORPORATION OF THE TOWN OF AMHERSTBURG
BY-LAW NO. 2018-20**

**By-law to remove certain lands from
Part Lot Control (12M-638)
(Meadow View 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-638.

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 1 through 23 inclusive, Registered Plan 12M-638, and known locally as Meadow View 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 9th day of April, 2021.

Read a first, second and third time and finally passed this 9th day of April, 2018.

MAYOR- ALDO DICARLO

CLERK- PAULA PARKER

INTEGRATION DATA

COORDINATES ARE DERIVED FROM GPS OBSERVATIONS USING THE TRANSIT NETWORK SERVICES AND REFERRED TO UTM ZONE 17, NAD83 (CSRS) (2010.0) WEST LONGITUDE (UW 17, NAD83 (CSRS) (2010.0))

COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH SECTION 14.02 OF SRS 2.0/1.0

POINT ID	NORTHING	EASTING
CRP-A	N 4663942.805	E 527983.440
CRP-B	N 4663946.911	E 527981.248

CAUTION: COORDINATE VALUES CANNOT BE USED TO RE-ESTABLISH CORNER OF BOUNDARIES SHOWN ON THIS PLAN

BEARING REFERENCE

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS CRP-A & CRP-B BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (2010.0).

FOR BEARING COMPARISONS, A ROTATION OF 1°23'40" CLOCKWISE WAS APPLIED TO BEARINGS ON PLAN 12R-18886

DISTANCE NOTE

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

CURVE TABLE				CURVE TABLE			
NUM	RADIUS	ARC	CHORD	NUM	RADIUS	ARC	CHORD
C1	23.000	51.313	41.314				
C2	23.000	4.158	4.150				
C3	23.000	55.469	42.970				
C4	23.000	10.823	10.724				
C5	18.000	12.234	12.000				
C6	18.000	81.017	28.000				
C7	18.000	12.234	12.000				
C8	18.000	40.508	32.485				
C9	18.000	40.508	32.485				
C10	23.000	8.517	8.468				
C11	23.000	87.533	45.758				
C12	23.000	17.727	17.292				
C13	18.000	12.234	12.000				
C14	18.000	81.017	28.000				
C15	18.000	12.234	12.000				
C16	18.000	12.234	12.000				
C17	18.000	13.430	13.123				
C18	18.000	14.854	14.484				
C19	18.000	13.686	13.369				
C20	18.000	14.855	14.485				
C21	18.000	12.147	12.012				
C22	23.000	11.966	11.831				
C23	23.000	5.762	5.747				
C24	18.000	10.412	10.267				
C25	18.000	1.822	1.822				
C26	23.000	21.620	20.833				
C27	23.000	16.096	15.770				
C28	23.000	14.708	14.459				
C29	23.000	15.108	14.838				
C30	23.000	14.740	14.489				
C31	23.000	84.948	43.421				
C32	23.000	13.891	13.681				
C33	23.000	5.673	5.658				
C34	23.000	15.729	15.424				
C35	23.000	14.121	13.900				
C36	23.000	9.690	9.615				
C37	23.000	14.735	14.485				
C38	23.000	4.917	4.907				

LINE TABLE			LINE TABLE		
NUM	BEARING	DISTANCE	NUM	BEARING	DISTANCE
L1	N 48°58'05" E	8.47			
L2	N 41°03'55" W	8.50			
L3	N 40°59'10" W	8.49			
L4	N 49°00'50" E	8.49			
L5	N 40°59'10" W	8.49			
L6	N 49°00'50" E	8.49			
L7	N 40°59'10" W	8.49			
L8	N 88°59'10" W	3.79			
L9	N 88°59'10" W	4.75			
L10	N 48°20'05" E	5.21			
L11	N 40°59'10" W	8.49			
L12	N 49°00'50" E	8.49			
L13	N 40°59'10" W	8.49			
L14	N 40°59'10" W	8.49			
L15	N 49°00'50" E	8.49			
L16	N 40°59'10" W	8.49			
L17	N 48°57'25" E	8.49			
L18	N 41°06'50" W	8.47			
L19	N 49°00'50" E	8.47			
L20	N 80°18'20" W	16.78			
L21	N 28°02'20" W	3.16			
L22	N 41°03'55" W	8.07			
L23	N 41°03'55" W	0.43			
L24	N 48°58'05" E	8.05			
L25	N 48°58'05" E	0.43			
L26	N 41°06'50" W	0.43			
L27	N 41°06'50" W	8.07			
L28	N 48°57'25" E	8.05			
L29	N 48°57'25" E	0.43			

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

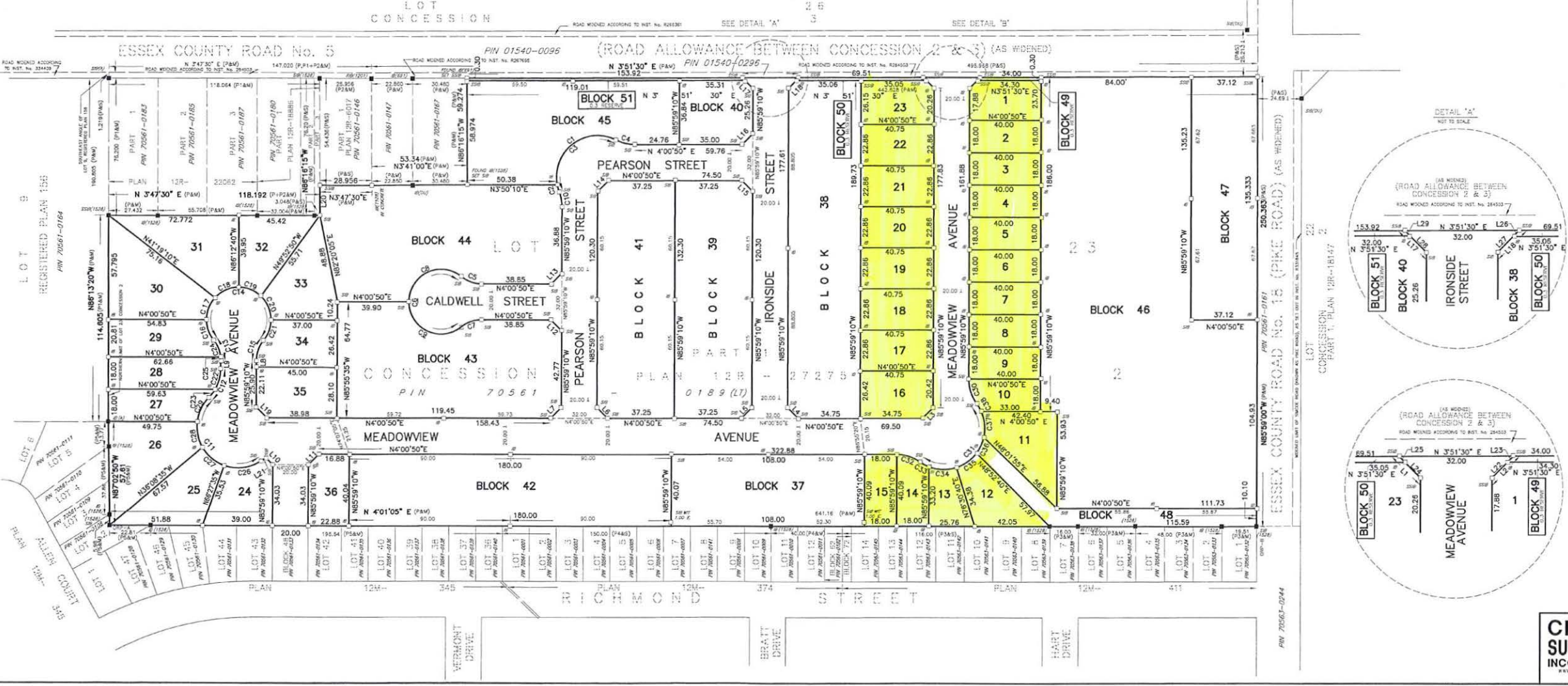
William King
WILLIAM KING, M.C.P., R.P.P.
Manager, Planning Services
County of Essex



PLAN 12M-638

I CERTIFY THAT THIS PLAN IS REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF ESSEX (12) AT 14:59 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. CE819394

BARBARA CAIRA
REPRESENTATIVE FOR LAND REGISTRAR



PLAN OF SUBDIVISION
OF
PART OF LOT 23
CONCESSION 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**
- (S) DENOTES SURVEY MONUMENT SET AND MARKED 1201
 - (M) DENOTES SURVEY MONUMENT FOUND
 - (S) DENOTES STANDARD IRON BAR
 - (S) DENOTES BUSHY STANDARD IRON BAR
 - (S) DENOTES IRON BAR
 - (S) DENOTES CONCRETE IRON BAR
 - (S) DENOTES CUT CROSS
 - (S) DENOTES CONCRETE PIN
 - (S) DENOTES SURVEY MONUMENT FOUND
 - (S) DENOTES IRON WINDING
 - (S) DENOTES BOARD FENCE
 - (S) DENOTES CHAIN LINK FENCE
 - (S) DENOTES ROSS A. CLARKE, R.L.S.
 - (S) DENOTES NOT TO SCALE
 - (S) DENOTES PERPENDICULAR DISTANCE
 - (S) DENOTES SET
 - (S) DENOTES MEASURED
 - (S) DENOTES WITNESS MONUMENT
 - (S) DENOTES SET BY PRODUCTION
 - (S) DENOTES PLAN 12R-18886
 - (S) DENOTES PLAN 12R-22092
 - (S) DENOTES PLAN 12R-4017
 - (S) DENOTES PLAN 12M-411
 - (S) DENOTES PLAN 12M-374
 - (S) DENOTES PLAN 12M-345

OWNER'S CERTIFICATE

THIS IS TO CERTIFY THAT:

- 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
- THE STREETS ARE HEREBY DEDICATED AS PUBLIC HIGHWAY TO THE TOWN OF AMHERSTBURG

DATED THE 21ST DAY OF FEBRUARY, 2018.

W. King
WITNESS

Ross A. Clarke
ROSS A. CLARKE
ONTARIO LAND SURVEYOR
for CLARKE SURVEYORS INCORPORATED

1352120 ONTARIO LIMITED

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE THEREUNDER.
- THE SURVEY WAS COMPLETED ON THE 20TH DAY OF FEBRUARY, 2018.

Ross A. Clarke
Feb 28/2018

CLARKE SURVEYORS INCORPORATED
www.clarkesurveyors.com
Established 1979

Ontario Land Surveyors
Consulting Surveyors
2535 Lasperovine Road
Tecumseh, Ontario
N9N 2K1
Ph: (519) 258-4165
Fax: (519) 735-2155
Toll Free: 1-888-735-4165

ASSOCIATE COMPANY
MACKAY MACKAY & PETERS
L.L.M.I.T.S.
Established 1908
BRANTON AND HAMILTON
ONTARIO

DRAWN BY: SJP
CHECKED BY: KRB
JOB NO.: 35440-01
FILE: L-MALD-2-23
PLAN FILE: 1H-639



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: Paula Parker	Report Date: March 22, 2018
Author's Phone: 519 736-0012 ext. 2238	Date to Council: April 9, 2018
Author's E-mail: pparker@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Election Policies

1. RECOMMENDATION:

It is recommended that:

1. The report from the Municipal Clerk dated March 22, 2018 regarding Election Policies **BE RECEIVED**;
2. Pursuant to Section 88.18 of the *Municipal Elections Act, 1996*, as amended, the Use of Corporate Resources for Election Purposes Policy **BE ADOPTED** as presented; and,
3. The Election Accountability Policy **BE ADOPTED** as presented.

2. BACKGROUND:

As per Section 88.18 of the *Municipal Elections Act 1996 (MEA)*, as amended, municipalities shall establish rules and procedures with respect to the use of municipal resources and election accountability during the election campaign period prior to May 1 of the election year.

3. DISCUSSION:

The Use of Corporate Resources for Election Purposes Policy explains that all candidates for municipal Council, including current members of Council, are required to follow the provisions of the *MEA*, as amended. It also sets the following parameters:

- No candidate shall use the facilities, equipment, supplies, services, or other resources of the Town of Amherstburg for any election campaign or campaign related activities;
- No candidate shall use the services of staff during hours in which those persons receive compensation from the Town.

The Town of Amherstburg is dedicated to public accountability. The democratic voting rights of all eligible electors will be guaranteed by instilling public confidence in the election process and to ensure that the process is managed in an efficient and effective manner. The election process will be fair and non-biased. The Election Accountability Policy establishes these principles.

4. RISK ANALYSIS:

As per Section 11(2) of the *MEA* the “*Clerk’s responsibility for conducting an election includes responsibility for:*

- (a) Preparing for the election;*
- (b) Preparing for and conducting a recount in the election;*
- (c) Maintaining peace and order in connection with the election; and,*
- (d) In a regular election, preparing and submitting the report...”*

In accordance with section 11(2) and section 88.18 of the *MEA*, the Use of Corporate Resources for Election Purposes Policy is before Council for adoption. Failure to adopt a policy will be in violation of governing legislation.

The adoption of the Election Accountability Policy is intended to instill public confidence in the election process and ensure that the Clerk can maintain peace and order in connection with the election.

5. FINANCIAL MATTERS:

There are no financial impacts to the organization by adopting the Use of Corporate Resources for Election Purposes Policy and the Election Accountability Policy.

6. CONSULTATIONS:

The Elections Coordinator was consulted on this report and concurs with the recommendation.

7. **CONCLUSION:**

The adoption of the Use of Corporate Resources for Election Purposes Policy and Election Accountability Policy ensures that the Town observes the requirements of the *MEA* and protects election candidates and the municipality against compromising the integrity of the election.



Paula Parker
Municipal Clerk

pp

Report Approval Details

Document Title:	Election Policies .docx
Attachments:	- DRAFT Use of Corporate Resources POLICY.docx - DRAFT Election Accountability POLICY.docx
Final Approval Date:	Mar 29, 2018

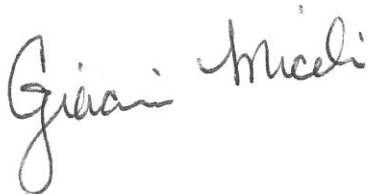
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - Mar 27, 2018 - 2:39 PM



Cheryl Horrobin - Mar 28, 2018 - 11:00 AM




John Miceli - Mar 28, 2018 - 1:54 PM



Paula Parker - Mar 29, 2018 - 3:37 PM

POLICY

	Policy:	USE OF CORPORATE RESOURCES FOR ELECTIONS PURPOSES		
	Department:	CAO		
	Division:	Clerks - Elections	By-Law No.:	
	Prepared For:	Paula Parker	Approval Date:	
			Pages:	4 pages
	Replaces:	N/A		

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7. RESPONSIBILITIES	PAGE 4

APPENDIX A – TITLE

1. POLICY STATEMENT

1.1. To establish guidelines for the use of corporate resources during elections.

2. PURPOSE

2.1 Section 88.18 of the Municipal Elections Act 1996 and amendments thereto requires that before May 1 in the year of a regular election, municipalities shall establish rules and procedures with respect to the use of municipal resources during the election campaign period.

3. SCOPE

3.1. This policy is to clarify that all candidates for municipal Council, including current members of Council are required to follow the provisions of the *Municipal Elections Act, 1996* as amended, and that:

- No candidate shall use the facilities, equipment, supplies, services, or other resources of the Town of Amherstburg for any election campaign or campaign related activities;
- No candidate shall use the services of staff during hours in which those persons receive compensation from the Town.

3.2 This policy applies to all candidates for elected office, including current members of Council.

4. DEFINITIONS

- 4.1. **Act** means the *Municipal Elections Act, 1996*, as amended.
- 4.2. **Candidate** means a person who has filed a nomination for an office pursuant to Section 33 of the *Municipal Elections Act, 1996*, as amended.
- 4.3. **Chief Administrative Officer (CAO)** is the Chief Administrative Officer for the Corporation of the Town of Amherstburg, which includes the roles and responsibilities as laid out in Section 229 of the *Municipal Act, 2001*.
- 4.4. **Clerk** is the Municipal Clerk for the Corporation of the Town of Amherstburg, which includes the roles and responsibilities as laid out in Section 228 of the *Municipal Act, 2001*.
- 4.5. **Council** refers to the current elected Council for the Corporation of the Town of Amherstburg. This includes, as an entirety, the Mayor, Deputy Mayor and Councillors.
- 4.6. **Director** is the person responsible for direction and operational control of a division as defined on the Town's organizational structure.
- 4.7. **Manager** reports directly to a Director (or the CAO in some instances) and who is responsible for a department within a division of the Corporation, as defined on the Town's organizational structure.
- 4.8. **Office** means a member of the Council of the Town of Amherstburg or Trustee of any school board;
- 4.9. **Resources** include but are not limited to, telephone, voice mail, computer, printer, scanner, cell phone, smart phone, fax machine, copier, consumables related to the above equipment such as paper, toner, etc.
- 4.10. **Senior Management Team (SMT)** is comprised of the Chief Administrative Officer and the Directors. If a Director is unavailable, a delegate may be assigned.
- 4.11. **Staff** is any person (or group thereof) who supplies services to the Corporation for wages including any union or non-union, regular or temporary, full-time, part-time, seasonal or casual staff member, including but not limited to permanent staff, temporary staff, committee members, students, recreation staff, contract employees, paid work placements, and adult crossing guards.
- 4.12. **Town Resources** means real property, goods and/or services owned, controlled, acquired, paid by, and/or operated by the Town including but not limited to materials, equipment, community centers and other facilities, technology, Town developed computer programs and technological innovations, databases, intellectual property and supplies.
- 4.13. **Town** is the Corporation of the Town of Amherstburg, including its Boards and Committees.

5. INTERPRETATIONS

- 5.1. Any reference in this Policy to any statute or any section of a statute shall, unless expressly stated, be deemed to be reference to the statute as amended, restated or re-enacted from time to time. Any references to a By-law or Town policy shall be deemed to be a reference to the most recent passed policy or By-law and any replacements thereto.
- 5.2. Nothing in this policy expressed or implied shall prohibit a member of Amherstburg Council or a School Board Trustee for performing their job as an elected official, nor impede them from representing the interests of their constituents.

6. GENERAL CONDITIONS

6.1. Use of Corporate Resources

In accordance with the *Municipal Elections Act, 1996*, as amended:

- 6.1.1 Town resources may not be used by candidates for any election related purposes.
- 6.1.2 No candidate shall undertake campaign related activities on Town owned and/or operated facilities.
- 6.1.3 No candidate shall use the services of persons during hours in which those persons receive any compensation from the Town.
- 6.1.4 Neither campaign related signs nor any other election related material will be displayed on or in any Town owned and/or operated facilities.
- 6.1.5 Council Members may not:
- Print or distribute any material paid by municipal funds that illustrates that a Member of Council or any other individual is registered in an election or where they will be running for office;
 - Profile (name or photograph), any individual who is registered as a candidate in any election or make reference to any material paid by municipal funds;
 - Print or distribute any material using municipal funds that makes reference to, or contains the names or photographs, or identifies registered candidates for municipal election;
 - Use websites or domain names that are funded by the Town;
 - Use the Town's voice mail system to record election related messages and the computer network (including the Town's e-mail system) to distribute election related correspondence.
- 6.1.6 The Town's logo, crest, slogan(s) etc. may not be printed or distributed on any election materials or included on any election campaign related website, except in the case of a link to the Town's website to obtain information about the municipal election.

- 6.1.7 Photographs produced for and owned by the Town may not be used for any election purpose.

7. RESPONSIBILITIES


- 7.1 Should any written complaint arise regarding the alleged use of corporate resources in contravention of this policy, the Clerk, or designate, shall have the authority to investigate the complaint and resolve any issues without fear of repercussions from any member of Council, candidate or member of the public.

8. REFERENCES AND RELATED DOCUMENTS

- 8.1. *Municipal Elections Act, 1996*, as amended.

DRAFT

POLICY

	Policy:	Elections Accountability		
	Department:	CAO		
	Division:	Clerks - Elections	By-Law No.:	
	Prepared For:	Paula Parker	Approval Date:	
			Pages:	4 pages
	Replaces:	N/A		

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APPENDIX A – TITLE

1. POLICY STATEMENT

1.1. To establish guidelines for the election accountability during elections.

2. PURPOSE

2.1 The Corporation of the Town of Amherstburg is dedicated to public accountability and ensuring that the principles noted below are considered during every election.

3. SCOPE

3.1 The democratic voting rights of all eligible electors will be guaranteed by instilling public confidence in the election process and to ensure that the process is managed in an efficient and effective manner. The election process will be fair and non-biased. Municipal staff will ensure that voters and candidates will be treated fairly and consistently and that the integrity of the process upheld.

4. DEFINITIONS

4.1. **Act** means the *Municipal Elections Act, 1996*, as amended.

4.2. **Candidate** means a person who has filed a nomination for an office pursuant to Section 33 of the *Municipal Elections Act, 1996*, as amended.

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- 4.10. **Senior Management Team (SMT)** is comprised of the Chief Administrative Officer and the Directors. If a Director is unavailable, a delegate may be assigned.
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- 4.12. **Town Resources** means real property, goods and/or services owned, controlled, acquired, paid by, and/or operated by the Town including but not limited to materials, equipment, community centers and other facilities, technology, Town developed computer programs and technological innovations, databases, intellectual property and supplies.
- 4.13. **Town** is the Corporation of the Town of Amherstburg, including its Boards and Committees.

5. **INTERPRETATIONS**

- 5.1. Any reference in this Policy to any statute or any section of a statute shall, unless expressly stated, be deemed to be reference to the statute as amended, restated or re-enacted from time to time. Any references to a By-law or Town policy shall be deemed to be a reference to the most recent passed policy or By-law and any replacements thereto.

- 5.2. Nothing in this policy expressed or implied shall prohibit a member of Amherstburg Council or a School Board Trustee for performing their job as an elected official, nor impede them from representing the interests of their constituents.

6. GENERAL CONDITIONS

6.1. Elections Accountability

In accordance with the *Municipal Elections Act, 1996*, as amended:

6.1.1 The principles that govern the conduct of the each election are:

- The secrecy and confidentiality of the individual votes is paramount;
- The election should be fair and unbiased;
- The election should be accessible to all voters;
- The integrity of the process should be maintained throughout the election;
- The results of the election will reflect the votes cast; and
- Voters and candidates should be treated fairly and consistently.

6.1.2 In addition to the above, and to ensure equality, the expectations of each candidate during an election shall be:

- No candidate shall use the facilities, equipment, supplies, service, or other resources of the Town for any election campaign or campaign related activities, nor shall they apply for reimbursement of expenses incurred;
- No candidate shall use the services of Town Staff during hours in which those persons receive compensation from the Town;
- Immediate family members of any candidate shall not be permitted to work as election personnel;
- No cell phone use (other than authorized election personnel) shall be permitted
 - in any polling location;
- No campaign materials shall be permitted on property that has been designated as a polling station;
- No cameras shall be permitted in polling stations;
- No solicitations of any kind shall be permitted on property that has been designated as a polling station.

7. RESPONSIBILITIES

- 1.1 Should any written complaint arise regarding the alleged use of corporate resources in contravention of this policy, the Clerk, or designate, shall have the authority to investigate the complaint and resolve any issues without fear of repercussions from any member of Council, candidate or member of the public.
- 1.2 Pursuant to Section 53 of Act, the Clerk has the discretion in a declared emergency to make any arrangements deem necessary for the conduct of the election.

8. REFERENCES AND RELATED DOCUMENTS

8.1. *Municipal Elections Act, 1996*, as amended.

DRAFT



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: Dwayne Grondin	Report Date: March 21, 2018
Author's Phone: 519 736-3664 ext. 2314	Date to Council: April 9, 2018
Author's E-mail: dgrondin@amherstburg.ca	Resolution #: N/A

To: Mayor and Members of Town Council

Subject: Amherstburg Water Treatment Plant Submission of the 2017 Annual Summary Report

1. RECOMMENDATION:

It is recommended that:

1. The report from the Manager of Environmental Services dated March 21, 2018 regarding the Amherstburg Water Treatment Plant Submission of the 2017 Annual Summary Report **BE RECEIVED for information.**

2. BACKGROUND:

Pursuant to Section 11 and Schedule 22 of Ontario Regulation 170/03 of the Safe Drinking Water Act an Annual Summary Report must be prepared for a municipal drinking water system. There are two regulated requirements for the Annual Summary Report. The first is to identify non-compliance incidences and corrective actions taken. The second is to identify actual quantity and flow rates of water supplied from the Amherstburg Water Treatment Plant and compare them to the approved design quantity and flow rates. Further, it is a requirement that this report be placed on the Town's website for Public information.

3. DISCUSSION:

The Ontario Clean Water Agency (OCWA) has prepared and supplied to the municipality the 2017 Annual Summary Report for the Amherstburg Water Treatment Plant. The report has been prepared in accordance with the format as prescribed under

Schedule 22 of Ontario Regulation 170/03 and therefore meets the regulatory requirements for compliance reporting under the Safe Drinking Water Act.

The annual summary report must list the requirements of the Safe Drinking Water Act, the regulations, Certificates of Approvals, Drinking Water Works Permits and Licenses, and any orders that the system failed to meet. For any non-compliance incidences there must be a list of measures that were taken to correct the issue. The report must also include quantities and flow rates of the water supplied, and compare these quantities and rates to the rated capacity and flow rates approved in the Drinking Water Licence for the Amherstburg Water Treatment Plant.

A) NON-COMPLIANCE ISSUES

Table 1 on Page 2 of the attached Annual Summary Report summarizes non-compliances incidences.

Drinking Water Legislation	Requirement(s) the system failed to meet	Measures taken to correct the failure	Status (complete or outstanding)
Ontario Regulation 170/03	April 8, 2017 - Non-compliance for filter effluent turbidity not being measured every 15 minutes.	On April 8, 2017, Filter effluent turbidity meter failed to measure and record the turbidity in the effluent of filter #1. The operator noticed the sudden change in turbidity (from 0.057 to 0.001 NTU) which the turbidity meter bulb burnt out causing an "error reading". The operator followed procedure of taking the filter out of service to set up for backwashing although there were no measurements taken every 15 minutes during the shut-down of filter #1 (approximately 59 minutes in total). At 06:11, filter #4 was placed into service in order to remove filter #1 out of service which took place at 06:42. At no point did any water quality be compromised to the treatment system. 2. Follow up discussions with the operator took place Tuesday April 11th.	Complete
Procedure of Disinfection of Drinking Water in Ontario	March 24, 2017 - Routine maintenance was being performed on chemical feed pump. Pump was functioning but feed line was not restored to the open position.	On March 30, 2017 - A complete review of the alum feed system with the operator involved in this matter which included; - A review consisted of the alum storage facility and how the storage tanks are filled, emptied, switch over, alarm, venting and documentation. - A review of the alum pumping system and how the electrical is set up, the functions of the drive units, the main breaker, the local disconnect, the suction side piping and valves, the discharge side piping and valves, the calibration cylinder including proper draw down for dosage/feed verification checks and documentation. - A review of all legislative documents pertaining to the reasoning of a coagulant must be continuously fed. Lastly a flow meter with detection alarm was installed to prevent future occurrences.	Complete
Ontario Regulation 170/03	October, 2017 - Non-compliance for filter effluent turbidity #1 not meeting the 95% rule	<ul style="list-style-type: none"> • Filter #1 was in service for a total of 72 minutes for the month of October, 2017. • The allotted time to be over 0.3 NTU is 3.6 minutes in which the month of October results equaled 7 minutes and therefore did not meet the 95% rule. <ol style="list-style-type: none"> 1. On October 6th, transmitter failure occurred for Filter #1 flow causing the operator to shut down the filter and further investigate. An Instrumentation Technician from another area was called upon to troubleshoot as to the reasoning of the failed transmitter with no prevail, it was determined that replacement was needed or further troubleshooting was needed by the local Instrumentation Technician when available, to ensure filter flow was captured. After a couple attempts on October 6th and 10th, the Operating Authority decided to keep Filter #1 until the local Instrumentation Technician can check on this when he returns from his leave. 2. On October 15th, Filter #1 was drained in order to prep for Filter #1 effluent valves to be replaced. 3. On October 16th, a false Filter #1 turbidity alarm came thru although this filter was out of service. 4. On October 19th, 2 of 3 Filter #1 effluent valves were replaced. 	Complete

		<p>5. On October 20th, Filter #1 the last effluent valve was replaced.</p> <p>6. On October 31st, the local Instrumentation Technician further troubleshoot the flow transmitter however due to Filter #1 being empty and now waiting on top up of anthracite thru filter maintenance, confirmation of instrument will occur one filter is backwashed and placed back in service.</p> <p>7. A spare flow transmitter has been ordered and will be installed if needed.</p>	
--	--	--	--

B) FLOW RATE COMPARISON

Table 2 on Page 4 of the attached Annual Summary Report shows a comparison of the quantities and flow rates of the water supplied by the Amherstburg Water Treatment Plant to the rated capacity and flow rates approved in the Drinking Water Works Permit and Drinking Water License. The raw flow rates are shown in liters/day while the treated flow rates are listed in m³/day which corresponds to the units of measure in the Drinking Water Licence, Drinking Water Works Permit and Permit to Take Water.

Flow	Requirement	Rated Capacity	Maximum Flow Rate Obtained	Date of the Maximum Flow
Raw Flow	Permit to Take Water (#3750-7FAHRN)	22,900,000 L/d	13,305,000 L/d	June, 2017
		15,903 L/min	9,325.00 L/min	June, 2017
Treated Flow	MDWL #026-101	18,184 m ³ /d	12,576.00 m ³ /d	June, 2017

4. RISK ANALYSIS:

The Annual Summary Report is a mandatory report under the Safe Water Drinking Act, failure to report findings could result in punitive actions from the Ministry of the Environment and Climate Change.

5. FINANCIAL MATTERS:

The costs of measures taken to correct the failure and meet requirements of the Drinking Water Legislation were approximately \$2260 and were covered under the water plants operational budget.

6. CONSULTATIONS:

The Process & Compliance Technician from the Ontario Clean Water Agency has prepared the Summary Report.

7. **CONCLUSION:**

To Council for information.



Dwayne Grondin
Manager of Environmental Services

DG

Report Approval Details

Document Title:	Amherstburg Water Treatment Plant Submission of the 2017 Annual Summary Report.docx
Attachments:	- 2017 Annual Summary Report.pdf
Final Approval Date:	Apr 3, 2018

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



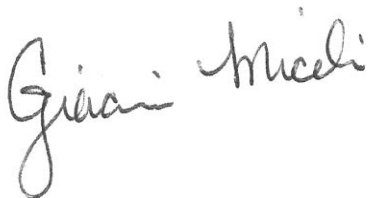
Antonietta Giofu - Mar 23, 2018 - 9:38 AM



Mark Galvin - Mar 27, 2018 - 3:06 PM



Cheryl Horrobin - Mar 28, 2018 - 11:05 AM



John Miceli - Mar 28, 2018 - 2:10 PM



Paula Parker - Apr 3, 2018 - 8:24 AM



Annual Summary Report
February 5, 2018

Antonietta Giofu
Director of Engineering & Public Works
Corporation of the Town of Amherstburg
P.O. Box 159
271 Sandwich St. S,
Amherstburg, Ontario
N9V 2Z3

Dear Mrs. Giofu:

Re: Safe Drinking Water Act, O. Reg. 170/03 Schedule 22 Summary Report

Attached is the 2017 Summary Report for the Amherstburg Water Treatment Plant. This report has been completed based on the information obtained from the water treatment plant records and in accordance with Schedule 22 of O. Reg. 170/03, under the Safe Drinking Water Act, which requires a Summary Report to be prepared not later than March 31st of each year for the preceding calendar year. This report covers the period of January 1, 2017 to December 31, 2017.

Please remember that any Orders that you have received directly from the MOE should be reviewed. Where non-compliance with the Order is evident and it is not included in the attached 2017 Summary Report, then we recommend that this information be added to the Summary Report. Note: Schedule 22-2 (a) specifies that the summary report is given to, in the case of a drinking water system owned by a municipality, the members of the municipal council for the Town of Amherstburg, and is not intended for distribution to the Ministry of the Environment.

After your review and inclusion of any additional information, this Summary Report is to be provided to the members of the municipal council. Please ensure this distribution.

Section 12 of O. Reg. 170/03, requires the Summary Report be made available for inspection by any member of the public during normal business hours, without charge. The report should be made available for inspection at the office of the municipality, or at a location that is reasonably convenient to the users of the water system.

Please find enclosed report. If you have any questions, please feel free to contact Operations Manager, Dan Rawlins or myself at (519) 736-5447.

Sincerely,

Dan Mitchell
Process & Compliance Technician
Amherstburg/LaSalle Cluster (Essex Region)
Ontario Clean Water Agency

ANNUAL SUMMARY REPORT FOR THE AMHERSTBURG WTP

This report is a summary of water quality information for the Amherstburg WTP, published in accordance with Schedule 22 of Ontario's Drinking-Water Systems Regulation for the reporting period of January 1, 2017 to December 31, 2017. The Amherstburg WTP is categorized as a Large Municipal Residential Drinking Water System.

This report was prepared by The Ontario Clean Water Agency on behalf of The Corporation of the Town of Amherstburg.

The report must,

- (a) list the requirements of the Act, the regulations, the system's approval and any order that the system failed to meet at any time during the period covered by the report and specify the duration of the failure; and
- (b) for each failure referred to in clause (a), describe the measures that were taken to correct the failure.

Table 1 lists the non-compliance with the Safe Drinking Water Act, Regulation 170/03, PTTW, MDWL and DWWP during 2017 for the Amherstburg WTP.

Table 1

Drinking Water Legislation	Requirement(s) the system failed to meet	Measures taken to correct the failure	Status (complete or outstanding)
Ontario Regulation 170/03	April 8, 2017 - Non-compliance for filter effluent turbidity not being measured every 15 minutes.	<p>On April 8, 2017, Filter effluent turbidity meter failed to measure and record the turbidity in the effluent of filter #1. The operator noticed the sudden change in turbidity (from 0.057 to 0.001 NTU) which the turbidity meter bulb burnt out causing an "error reading". The operator followed procedure of taking the filter out of service to set up for backwashing although there were no measurements taken every 15 minutes during the shut-down of filter #1 (approximately 59 minutes in total). At 06:11, filter #4 was placed into service in order to remove filter #1 out of service which took place at 06:42. At no point did any water quality be compromised to the treatment system.</p> <p>2. Follow up discussions with the operator took place Tuesday April 11th.</p>	Complete
Procedure of Disinfection of Drinking Water in Ontario	March 24, 2017 - Routine maintenance was being performed on chemical feed pump. Pump was functioning but feed line was not restored to the open position.	<p>On March 30, 2017 - A complete review of the alum feed system with the operator involved in this matter which included;</p> <ul style="list-style-type: none"> - A review consisted of the alum storage facility and how the storage tanks are filled, emptied, switch over, alarm, venting and documentation. - A review of the alum pumping system and how the electrical is set up, the functions of the drive units, the main breaker, the local disconnect, the suction side piping and valves, the discharge side piping and valves, the calibration cylinder including proper draw down for dosage/feed verification checks and documentation. - A review of all legislative documents pertaining to the reasoning of a coagulant must be continuously fed. <p>Lastly a flow meter with detection alarm was installed to prevent future occurrences.</p>	Complete
Ontario Regulation 170/03	October, 2017 - Non-compliance for filter effluent turbidity #1 not meeting the 95% rule	<ul style="list-style-type: none"> • Filter #1 was in service for a total of 72 minutes for the month of October, 2017. • The allotted time to be over 0.3 NTU is 3.6 minutes in which the month of October results equaled 7 minutes and therefore did not meet the 95% rule. <ol style="list-style-type: none"> 1. On October 6th, transmitter failure occurred for Filter #1 flow causing the operator to shut down the filter and further investigate. An Instrumentation Technician from another area was called upon to troubleshoot as to the reasoning of the failed transmitter with no prevail, it was determined that replacement was needed or further troubleshooting was needed by the local Instrumentation Technician when available, to ensure filter flow was captured. After a couple attempts on October 6th and 10th, the Operating Authority decided to keep Filter #1 until the local Instrumentation Technician can check on this when he returns from his leave. 2. On October 15th, Filter #1 was drained in order to prep for Filter #1 effluent valves to be replaced. 3. On October 16th, a false Filter #1 turbidity alarm came thru although this filter was out of service. 4. On October 19th, 2 of 3 Filter #1 effluent valves were replaced. 5. On October 20th, Filter #1 the last effluent valve was replaced. 6. On October 31st, the local Instrumentation Technician further troubleshoot the flow transmitter however due to Filter #1 being empty and now waiting on top up of anthracite thru filter maintenance, confirmation of instrument will occur one filter is backwashed and placed back in service. 7. A spare flow transmitter has been ordered and will be installed if needed. 	Complete

The report must also include the following information for the purpose of enabling the owner of the system to assess the capability of the system to meet existing and planned uses of the system:

1. A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows and daily instantaneous peak flow rates.

Please find below on pages 4 & 5, a copy of the quantities and flow rates of the water withdrawn from the Detroit River and treated/distributed from the Amherstburg WTP during 2017.

2. A comparison of the summary referred to in paragraph 1 to the rated capacity and flow rates approved in the system's approval.

By comparison found in table 2, the raw water and treated water flows did not exceed the legislative requirement. The treated flow was 69% of the rated capacity for the reporting period.

Table 2

Flow	Requirement	Rated Capacity	Maximum Flow Rate Obtained	Date of the Maximum Flow
Raw Flow	Permit to Take Water (#3750-7FAHRN)	22,900,000 L/d	13,305,000 L/d	June, 2017
		15,903 L/min	9,325.00 L/min	June, 2017
Treated Flow	MDWL #026-101	18,184 m ³ /d	12,576.00 m ³ /d	June, 2017

Facility Flow Summary

Drinking-Water System Number: 210000149
 Drinking-Water System Name: AMHERSTBURG DRINKING WATER SYSTEM
 Drinking-Water System Owner: Title Holder: Municipality
 Drinking-Water System Category: Large Municipal Residential
 Municipal Drinking Water License: 026-101
 Period being reported: Jan-17 to Dec-17



Page 105

Month	<u>Raw Water</u>					<u>Treated Water</u>		
	Monthly Flow Total (m3/month)	Daily Flow Average (m3/day)	Daily Flow Maximum (m3/day)	Daily Flow Peak Flow Rate (L/min)	Number of Days of Water Taking	Monthly Flow Total (m3/month)	Daily Flow Average (m3/day)	Daily Flow Maximum (m3/day)
Jan	204283.00	6589.77	7800.00	5389.00	31	196383.00	6334.94	7509.00
Feb	183024.00	6536.57	7168.00	8835.00	28	175056.00	6252.00	7006.00
Mar	204609.00	6600.29	7669.00	5620.00	31	197927.00	6384.74	7002.00
Apr	211683.00	7056.10	8000.00	5775.00	30	203660.00	6788.67	7889.00
May	242179.00	7812.23	9572.00	6701.00	31	232578.00	7502.52	8960.00
Jun	293477.00	9782.57	13305.00	9325.00	30	288002.00	9600.07	12576.00
Jul	288628.00	9310.58	10910.00	7876.00	31	287198.00	9264.45	11763.00
Aug	289156.00	9327.61	11794.00	9156.00	31	280008.00	9032.52	10980.00
Sep	242142.00	8071.40	9705.00	7073.00	30	235426.00	7847.53	9365.00
Oct	225597.00	7277.32	8343.00	6285.00	31	222610.00	7180.97	8550.00
Nov	208570.00	6952.33	8006.00	6247.00	30	200100.00	6670.00	7613.00
Dec	217500.00	7016.13	7970.00	5788.00	31	207609.00	6697.06	7688.00
Total	2810848.00	92332.91	110242.00	84070.00	365	2726557.00	89555.46	106901.00
Avg	234237.33	7694.41	9186.83	7005.83	30	227213.08	7462.96	8908.42
Max	293477.00	9782.57	13305.00	9325.00	31	207609.00	9600.07	12576.00

Report Submitted By: Dan Mitchell,
Process Compliance Technician,
Amherstburg/LaSalle Cluster (Essex Region),
Ontario Clean Water Agency

Signature DM **Date** March 5, 2018

Received By: Antonietta Giofu

Signature AGiofu **Date** March 5, 2018

Confirmed By Resolution of Council:

Signature _____ **Date** _____



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: March 26, 2018
Author's Phone: 519 736-8559 ext.223	Date to Council: April 9, 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 February 20, 2018

1. **RECOMMENDATION:**

It is recommended that:

1. The report of the Chief of Police dated March 26, 2018 regarding the Monthly Activity Report of the Amherstburg Police Services Board Meeting of February 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 February 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.



Tim Berthiaume
Chief of Police

NL

Report Approval Details

Document Title:	Monthly Activity Report - APSB Meeting of February 20, 2018.docx
Attachments:	- Appendices A, B and C PUBLIC Minutes February 20, 2018.pdf
Final Approval Date:	Mar 29, 2018

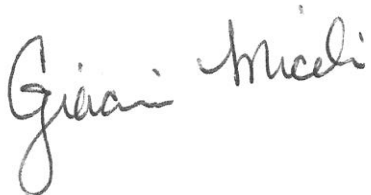
This report and all of its attachments were approved and signed as outlined below:



Mark Galvin - Mar 27, 2018 - 2:57 PM



Cheryl Horrobin - Mar 28, 2018 - 11:01 AM



John Miceli - Mar 28, 2018 - 2:00 PM



Paula Parker - Mar 29, 2018 - 3:49 PM

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

PRESENT:	Robert Rozankovic	Chair
	Mayor Aldo DiCarlo	Vice-Chair
	Councillor Jason Lavigne	Member
	Patricia Simone	Member
ALSO PRESENT:	Tim Berthiaume	Chief
	Ian Chappell	Deputy Chief
	Nancy Leavoy	Secretary
	Tom Gervais	Police Service Advisor, Operations Unit
		Ministry of Community Safety and Correctional Services

CALL TO ORDER

The Chair calls the meeting to order at 5:19 o'clock p.m. and the Board considers the agenda, as follows:

SECTION 1**1.1 Adoption of Agenda**

Moved by Councillor Lavigne, seconded by Mayor DiCarlo,
That the agenda for the meeting of the Amherstburg Police Services Board held
February 20, 2018 **BE ADOPTED** as presented.
Carried.

1.2 Declarations of Conflict of Interest

No conflicts of interest are declared

1.3 Adoption of Minutes

Moved by Mayor DiCarlo, seconded by Councillor Lavigne,
That the minutes Nominating Committee and of the Public Meeting of the Amherstburg Police
Services Board held January 16, 2018 **BE ADOPTED** as presented.
Carried.

1.4 Business Arising from the Minutes of January 16, 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. Legal Fees
3. Request for Tuition Reimbursement

Carried.

2.1 Petitions and Delegations

Re: Item 3.1c i. Police Clearances

Daniel Laing and Terry Hayes

Mr. Laing and Mr. Hayes address the criteria set out in the Chief's report limiting the maximum value of fees to be waived at \$500.00, requesting that it be raised to \$1000.00.

See Item 3.1c i. below for disposition of matter.

SECTION 3

3.1 Chief Berthiaume's Reports

3.1c Chief Berthiaume – Topics for Discussion

i. Police Clearances: Report and Policy Amendment and Fee Schedule

Moved by Councillor Lavigne, seconded by Mayor DiCarlo,
That Board Policy Number A1-016-1 respecting the waiving of fees for police clearances **BE APPROVED** and further that the maximum value of fees to be waived under Criteria for the Policy **BE SET** at \$1000.00.
Carried.

Moved by Mayor DiCarlo, seconded by Ms. Simone,
That the following reports of the Chief of Police **BE RECEIVED**:

- 3.1a APS Monthly Stats for December 2017
- 3.1c Media Release: Suspicious Fire Being Investigated
- 3.1d Annual Reports i. ViCLAS/Major Case Management

Item 3.1c (i) having been dealt with by separate resolution.

Carried.

SECTION 4

4.1 Policies, Agreements, and By-laws

a. Caldwell North Site Adjustment to Monthly Rental Rate

Moved by Councillor Lavigne, seconded by Ms. Simone,
That **APPROVAL BE GIVEN** adjustment to the monthly rental rate based on the Consumer Price Index (CPI) for the Caldwell North site in the amount of 2.26% (increase of \$8.50 to \$385.04) for the period of February 2018 to January 2019 as set out in the Antenna Site Agreements with K.E.L. Communications Ltd. (owner) granting a license to the Amherstburg Police Service (APS) (tenant) to provide tower antenna space and shelter space for the APS base station equipment and space required for cable runs to connect equipment antennas to the site and for other uses as set out in the license agreement dated February 1, 2014.
Carried

SECTION 5

5.1 Financial Reports/Board Account

i. Outstanding Accounts Payable to January 9 to February 8, 2018

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

ii. Response from Director of Finance re posting of JPAC expenses - noted

SECTION 6

6.1 Personnel Matters/Multi-Cultural/Recruitment

i. Replacement of Potential Retirees

Moved by Councillor Lavigne, seconded by Ms. Simone,
That the Chief of Police **BE AUTHORIZED** to identify replacement personnel for staff who may opt to retire prior to December 31, 2018.
Carried.

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 - n/a

8.3b CAPG

- i. **5th Annual Emil Kolb Award for Excellence in Police Governance** – invitation for nominations by April 30, 2018 – noted.

8.4 Upcoming Meetings/Conferences

8.4a **Public Meeting**

The next public meeting of the Amherstburg Police Services Board will be Tuesday, March 20, 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.

8.4b **OSAPSB 2018 Spring Conference & AGM** – May 23-26, 2018, Blue Mountain Resort - noted.

8.5 New Business

No new business.

8.6 Pending Matters

No pending matters.

8.7 Adjournment

Moved by Mayor DiCarlo, seconded by Councillor Lavigne,
That the Board **RISE OUT** of the public meeting of the Amherstburg Police Services Board.
Carried.

Moved by Mayor DiCarlo, seconded by Councillor Lavigne,
There being no further business, the meeting of the Amherstburg Police Services Board
BE ADJOURNED at 5:39 o'clock p.m.

Certified Correct: March 20, 2018

Book Copy Signed by R. Rozankovic

Robert Rozankovic, Chair

Book Copy Signed by N. Leavoy

Nancy Leavoy, Secretary

**MINUTES
for the
CALLING OF NOMINATIONS AND
ELECTION OF OFFICERS
AMHERSTBURG POLICE SERVICES BOARD FOR 2018
AT THE MEETING OF JANUARY 16, 2018**

Present: Mayor Aldo DiCarlo Robert Rozankovic, Member
Councillor Jason Lavigne Patricia Simone, Member

Also Present: Tim Berthiame, Chief of Police Ian Chappell, Deputy Chief
Nancy Leavoy, Secretary

1.1 Annual Election of Chair and Vice-Chair (January to December 2018)

The Secretary calls the meeting to order at 4:38 o'clock p.m., and calls for nominations for the position of Chair for the Amherstburg Police Services Board.

Moved by Patricia Simone, seconded by Councillor Lavigne,
That Robert Rozankovic **BE NOMINATED** for the position of Chair of the Amherstburg Police Services Board.
Carried.

The Secretary asks if there are any further nominations for the position of Chair.

Hearing none, Mr. Rozankovic is acclaimed as Chair of the Amherstburg Police Services Board for 2018.

Moved Ms. Simone, seconded by Councillor Lavigne,
That Aldo DiCarlo **BE NOMINATED** for the position of Vice-Chair of the Amherstburg Police Services Board.
Carried.

The Secretary asks if there are any further nominations for the position of Vice-Chair.

Hearing none, Mayor DiCarlo is acclaimed as Vice-Chair of the Amherstburg Police Services Board for 2018.

There being no further business, the meeting is adjourned at 4:41 o'clock p.m.

Certified Correct: February 20, 2018

Book Copy signed by R. Rozankovic

Book Copy Signed by N. Leavoy

Robert Rozankovic, Chair

Nancy Leavoy, Secretary

**Public Meeting of the
AMHERSTBURG POLICE SERVICES BOARD HELD
Tuesday, February 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 following meetings of the Amherstburg Police Services Board held January 16, 2018 –

- i. Adoption of the minutes for the Calling of Nominations and Election of Officers APSB for 2018 - *attached***
- ii. Adoption of the minutes of the meeting of the Amherstburg Police Services Board held January 16, 2018 – *under separate cover***

1.4 Business Arising from the Minutes of January 16, 2018**SECTION 2****2.1 Petitions and Delegations****SECTION 3****3.1 Chief Berthiaume's Reports**

3.1a APS Monthly Stats for December 2017 – *attached*

3.1b Media Release: *(attached)*

- i. Suspicious Fire Being Investigated**

3.1c Chief Berthiaume – Topics for Discussion

- i. Police Clearances: Report and Policy Amendment and Fee Schedule - *attached***

Note: This matter was deferred at the meeting of January 16, 2018 to allow for preparation of a report from the Chief

3.1d Annual Reports

- i. ViCLAS/Major Case Management - *attached*

SECTION 4

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

- a. Caldwell North Site - Adjustment to Monthly Rental Rate - *attached*

SECTION 5

5.1 **Financial Reports/Board Account**

- i. Outstanding Accounts Payable to January 9 to February 8, 2018 – *attached*
- ii. Response from Director of Finance re posting of JPAC expenses - *attached*

SECTION 6

6.1 **Personnel Matters/Multi-Cultural/Recruitment**

- i. Replacement of Potential Retirees - *verbal*

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 - n/a

8.3b CAPG

- i. 5th Annual Emil Kolb Award for Excellence in Police Governance** – invitation for nominations by April 30, 2018

8.4 Upcoming Meetings/Conferences

8.4a Public Meeting

The next public meeting of the Amherstburg Police Services Board will be Tuesday, March 20, 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.

8.4b OSAPSB 2018 Spring Conference & AGM – May 23-26, 2018, Blue Mountain Resort
- attached

Note: Should any member of the Board wish to attend a motion approving attendance is required in accordance with Board policy.

8.5 New Business

8.6 Pending Matters

8.7 Adjournment

**MINUTES
for the
CALLING OF NOMINATIONS AND
ELECTION OF OFFICERS
AMHERSTBURG POLICE SERVICES BOARD FOR 2017
AT THE MEETING OF JANUARY 16, 2018**

Present: Mayor Aldo DiCarlo Robert Rozankovic, Member
Councillor Jason Lavigne Patricia Simone, Member

Also Present: Tim Berthiame, Chief of Police Ian Chappell, Deputy Chief
Nancy Leavoy, Secretary

1.1 Annual Election of Chair and Vice-Chair (January to December 2018)

The Secretary calls the meeting to order at 4:38 o'clock p.m., and calls for nominations for the position of Chair for the Amherstburg Police Services Board.

Moved by Patricia Simone, seconded by Councillor Lavigne,
That Robert Rozankovic **BE NOMINATED** for the position of Chair of the Amherstburg Police Services Board.

Carried.

The Secretary asks if there are any further nominations for the position of Chair.

Hearing none, Mr. Rozankovic is acclaimed as Chair of the Amherstburg Police Services Board for 2018.

Moved Ms. Simone, seconded by Councillor Lavigne,
That Aldo DiCarlo **BE NOMINATED** for the position of Vice-Chair of the Amherstburg Police Services Board.

Carried.

The Secretary asks if there are any further nominations for the position of Vice-Chair.

Hearing none, Mayor DiCarlo is acclaimed as Vice-Chair of the Amherstburg Police Services Board for 2018.

There being no further business, the meeting is adjourned at 4:41 o'clock p.m.

Certified Correct: February 20, 2018

Robert Rozankovic, Chair

Nancy Leavoy, Secretary

Item 3.1a
February 20, 2018

TO POLICE SERVICES BOARD

MEMORANDUM

From: Chief Timothy Berthiaume
Date: February 14, 2018
Subject: **MONTHLY STATS REPORT December 2017**

Chair and Board Members:

STATISTICAL REPORT – December 2017

	2017	2017	2016	2016
	December	YTD	December	YTD
Assault (all)	8	62	0	53
Break & Enter	2	22	3	48
Thefts (all)	9	149	7	307
Mischief	7	63	3	70
Drug Offences	2	20	2	30
Impaired Driving	0	10	4	15
Traffic Charges	32	2674	45	3167
Other Provincial	12	93	4	80
Parking Tickets	1	44	2	62

***Statistics in this report are approximate based on current UCR stats and are subject to change resulting from back log inputs and occurrence audits.**

Chief Timothy Berthiaume



Amherstburg Police Service

**Media
Release**

532 Sandwich St. S.
Amherstburg, Ontario
N9V 2V3

FROM: Communications Bureau

Date: January 26, 2018

Suspicious Fire Being Investigated

On Thursday January 25, 2018 at 4:30pm Amherstburg Police were dispatched to a residence in the 300 block of Ridgeview Place to check on the wellbeing of an individual.

Upon arrival officers located the person in question. However while on scene officers smelled smoke in the residence and it was determined that there was actually a fire in the residence. Amherstburg Fire was dispatched to the scene and extinguished the fire. The house suffered damage. Amherstburg Fire determined that the fire is suspicious in nature and is under investigation by the Amherstburg Police.

The individual in the residence was transported to hospital for assessment.

Investigation is on going

Anyone that may have witnessed the incident or may have information relevant to the investigation is encouraged to contact police at 519-736-3622, or Crime Stoppers anonymously at 519-258-8477 (TIPS) or online at www.catchcrooks.com.

**Contact: Sr. Cst Shawn McCurdy 114
Media Relations Officer
519-736-2252 Ext 318**

TO POLICE SERVICES BOARD

MEMORANDUM
Open Session

From: Chief Tim Berthiaume
Date: February 7, 2018
Subject: **Waiving of Fees for Record Checks**

Chair Rozankovic & Board Members

As a follow-up to my previous Memo regarding Record Checks I am providing the Board with the following additional information.

Amherstburg Police Services Board Policy # AI-016 outlines the fees to be collected for police clearances.

Approximately 56% of our police clearances are for volunteering.

We do not track Non-Profit vs. Not-For-Profit checks.

I have developed a draft policy that would provide the Board with an opportunity to provide financial relief of fees for record checks.

I have attached a Draft policy for the Board's consideration.

Sincerely,



Tim Berthiaume – Chief of Police

Amherstburg Police Service's Board Policy AI-016-1

Waiving of Fee(s) Policy

Statement

The Waiving of any fee listed in the approved Fee Schedule is at the sole discretion of the Amherstburg Police Service's Board. All decisions rendered by the Board are considered final.

Purpose

The purpose of the policy is to provide financial relief to registered Amherstburg based non-profit or not-for-profit groups and organizations ("organizations") who can demonstrate that the fees set out in the Board's Fee Schedule, if imposed, would have a serious detrimental effect of the delivery of programs, events or activities in the town of Amherstburg.

Objective

To provide an objective means for responding to requests for the waiving of fees from registered Amherstburg based non-profit or not-for-profit organizations establishing criteria guidelines and a formal application process to follow.

Criteria

These criteria have been established to aid the Board in responding to registered Amherstburg based non-profit or not-for-profit organizations requesting fees to be waived. However, meeting all criteria does not guarantee a fee will be waived.

- Only requests from registered Amherstburg based non-profit or not-for-profit organizations will be considered
- Organizations must be service oriented and structured so as to confer no benefits to its members
- Maximum value of fees to be waived is \$500
- Organizations must demonstrate a financial need

- The request must address a community need, an under-serviced demand, or contribute to the Town's overall positive image
- The Benefit to the community/public good must be demonstrated by the applicant
- The Event/Activity/Function must occur within the Town boundaries
- The waiving of fees will not be provided to organizations that charge the public a fee
- The waiving of fees will not be provided if the organization has a cost recovery mechanism available to them as determined by the Board
- Fees will not be waived if the waiving of the fee is likely to disadvantage any other organization in the community
- Organizations must provide their latest (audited) financial statement/report if requested by the Board to do so
- Fees will not be waived on a retroactive basis, e.g., after an event has occurred or after a fee has been paid or is due for payment.
- Funding will not be provided to organizations that have an overdue amount owing to the any municipal department.

Process

All applications for the waiving of fees must be in writing and submitted to the Board secretary @ apboard@amherstburgpolice.ca, not less than 30 days before the fee is due.

FEE SCHEDULE

Effective Date: February 2017

AMHERSTBURG POLICE SERVICE 2017 FEE SCHEDULE	
<u>POLICE CLEARANCES</u>	FEES
CRIMINAL RECORD CHECK – EMPLOYMENT PURPOSES	\$50.00
CRIMINAL RECORD CHECK – VOLUNTEER/STUDENT (application must be stamped by volunteer organization)	\$25.00
<u>POLICE REPORTS</u>	
MOTOR VEHICLE ACCIDENT REPORTS	\$50.00
ACCIDENT RECONSTRUCTION REPORT	\$1500.00
SCALE DIAGRAM – INCLUDED IN A.R.R	
ADMIN FEES EXTRA	
WITNESS STATEMENTS (WITH CONSENT)	\$50.00
PHOTOGRAPHS ON CD	\$50.00
TRANSCRIPTS	COST + \$2.00/PAGE
OCCURRENCE REPORTS	\$50.00
FINGERPRINTING (VOLUNTEER)	\$50.00
FINGERPRINTING (EMPLOYMENT)	\$75.00
PARDON APPLICATION – LOCAL RECORDS	\$50.00
INTERVIEW BY CIVILIAN INVESTIGATORS	PAID DUTY RATE
OTHER – FOR SERVICES NOT MENTIONED	COST RECOVERY Minimum \$50.00
Approved methods of payment - Cash, Debit or Visa	



ViCLAS/Major Case Management Annual Report

In accordance with the *Police Services Act*, ViCLAS Regulation (*O. Reg 550/96*) and Major Case Management Regulation (*O. Reg 354/04*) s. 2(1), every chief of police shall prepare and submit to the Ministry an annual report.

Identify the number of cases in the appropriate categories and submit to the undersigned on or before **February 28, 2018**.

	Police Service: Amherstburg Police Service	Report for the Year: 2017	Total:
Criteria Offences	Any ViCLAS submissions for non-criteria cases		0
	Homicides and attempted homicides, solved or unsolved		1
	Non Familial/Domestic Sexual assaults, solved or unsolved including sexual interference, and attempted sexual assaults, sexual exploitation and invitation to sexual touching		1
	Non-familial abductions and attempted non-familial abductions		0
	Missing person occurrences where circumstances indicate a strong possibility of foul play		0
	Found human remains/identified body that are known or suspected to be homicide		0
	Criminal harassment where the harasser is not known to the victim		0
	Luring of a child or attempted luring of a child, solved or unsolved		1
	Supplementary ViCLAS submissions (material change or investigative update)		0
	Any other cases designated as a major case pursuant to the Ontario Major Case Management Manual <i>("Non-traditional" major cases where the designated software was used)</i>		
Multi-Jurisdictional Major Cases	Multi-Jurisdictional Major Cases: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>If yes – please specify name(s) of police service(s) and project name(s)/incident or occurrence number</i> <p style="text-align: center; color: red;">Amherstburg Police Occurrence # AM17005910</p>		1
Review	Name and Rank D/Cst Nick Dupuis #145		
	Email Address n.dupuis@amherstburgpolice.ca		Signature and Date

EMAIL SUBMISSIONS TO:
OPP.GHQ.ViCLAS@opp.ca

OR

MAIL SUBMISSIONS TO:
Provincial ViCLAS Centre
Ontario Provincial Police
777 Memorial Avenue, 2nd Floor
Orillia, ON L3V 7V3

What this report does not show is that for 2017 there were 14 VICLAS booklets completed for criteria offences.

Of the criteria offences that were investigated (which includes false allegations, solved or unsolved sexual assaults or attempts, etc), two of these cases led to criminal charges. As a result of just these two cases, 41 Criminal charges were the laid.

Dupuis

January 8, 2018

Attention: Treasury Department
Corporation of the Town of Amherstburg – Police Service
532 Sandwich Street South
Amherstburg, ON N9V 2Z3



To Whom It May Concern:

**RE: Adjustment to Monthly Rental Rate effective for month of February 2018
Based on CPI rate change – CALDWELL NORTH SITE**

Please find below the calculation of the change in the monthly rental rate based on the change in the Consumer Price Index (CPI). The monthly rental amount will be adjusted according to the new rate listed below.

Calculation of CPI adjustment

CPI rate of change (Source: Bank of Canada Website)

	<u>CPI Rate</u>	<u>% Change</u>
From: Dec 2016	128.4	
To: Nov 2017	<u>131.3</u>	
	<u>2.9</u>	<u>2.26%</u>

The new rental rate effective February 2018 is as follows:

Current rent as per terms of the lease	\$376.54
Accumulated CPI Adjustment including above change	<u>\$ 8.50</u>
New Rate (Feb 2018 to Jan 2019)	<u>\$385.04</u>

Please do not hesitate to contact me at any time if you have any questions or concerns.

Best Regards,

Sabrina Lattuca

KEL Communications
363 Eugenie Street East
Windsor, Ontario N9E 4N8

(519) 946-2926 – telephone
(519) 971-2886 – fax
slattuca@kelcom.com

Item 5.1 i.
February 20, 2018

February 8, 2017

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



Vendor : 001 To ZUL180
 Batch : All
 Department : 2020000 To 2020000

Manual Paid Date : 09-Jan-2018 To 08-Feb-2018

Bank : 1 To 99

Class : All

Vendor	Vendor Name				Batch Invc Date	Invc Due Date	Amount
Invoice No.	Description	CC1	CC2	CC3	GL Account Name		
G.L. Account							
DEPARTMENT	2020000				POLICE DEPARTMENT		
CAP03	CAPEL-CURE MATT						
FEB 7, 2018	2017 GYM MEMBERSHIP					145 07-Feb-2018	07-Feb-2018
10-5-2020000-0254	POLICE TRAINING						350.00
JAN 16, 2018	CPR TRAINING - JAN 16, 2018					104 31-Jan-2018	31-Jan-2018
10-5-2020000-0254	POLICE TRAINING						104.79
10-5-2020000-0254	POLICE TRAINING						44.05
10-5-2020000-0254	POLICE TRAINING						20.08
DAM06	D'AMORE NICK						
JAN 2, 2018	COURT - JAN 2, 2018					74 24-Jan-2018	24-Jan-2018
10-5-2020000-0360	MISCELLANEOUS EXPENSES						25.00
MCC01	MCCURDY SHAWN						
JAN 11, 2018	COURT JAN 11, 2018					74 24-Jan-2018	24-Jan-2018
10-5-2020000-0360	MISCELLANEOUS EXPENSES						25.00
OWE06	OWEN STEVE						
JAN 18, 2018	COUIRT / CPR TRAINING - JAN 12 & 18, 2018					104 31-Jan-2018	31-Jan-2018
10-5-2020000-0254	POLICE TRAINING						25.00
10-5-2020000-0254	POLICE TRAINING						155.78
10-5-2020000-0254	POLICE TRAINING						1.97
JAN 2018	CANADIAN BUSINESS LAW COURSE SEPT 2017 - JAN 2018					145 07-Feb-2018	07-Feb-2018
10-5-2020000-0254	POLICE TRAINING						363.20
PEL297	PELACCIA ROCCO						
JAN 25, 2018	FIREARMS T/DT TRAINING - JAN 24-25, 2018					104 31-Jan-2018	31-Jan-2018
10-5-2020000-0254	POLICE TRAINING						50.00
POT06	POTTLE CHRISTIAN						
JAN 24, 2018	2017 GYM MEMBERSHIPS					74 24-Jan-2018	24-Jan-2018
10-5-2020000-0212	BENEFITS - EMPLOYEE MEMBERSHIPS						350.00
RAT001	RATHBONE KIM						
JAN 18, 2018	PEER SUPPORT TEAM AND TRAINING - JAN 18, 2018					104 31-Jan-2018	31-Jan-2018
10-5-2020000-0360	MISCELLANEOUS EXPENSES						46.09
10-5-2020000-0254	POLICE TRAINING						44.05
10-5-2020000-0254	POLICE TRAINING						12.79
REN147	RENAUD CHRISTOPHER						
JAN 25, 2018	FIREARMS/DT TRAINING - JAN 24-25, 2018					104 31-Jan-2018	31-Jan-2018
10-5-2020000-0254	POLICE TRAINING						50.00
Department Total :							1,667.80

TOWN OF AMHERSTBURG
Council/Board Report By Dept-(Computer)



AP5130 Page : 2
 Date : Feb 08, 2018 Time : 9:56 am

Vendor : 001 To ZUL180
 Batch : All
 Department : 2020000 To 2020000

Cheque Print Date : 09-Jan-2018 To 08-Feb-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					
ACC134	ACCESS DOORS N MORE				
38087	REPAIRS TO GARAGE DOOR		51 12-Jan-2018	12-Jan-2018	
10-5-2020000-0317	BUILDING MAINTENANCE				257.64
ADT615	ADT SECURITY SERVICES CANADA				
71770126	BUILDING ALARM		127 01-Feb-2018	01-Feb-2018	
10-5-2020000-0317	BUILDING MAINTENANCE				154.28
AGR835	AGRIS CO-OPERATIVE LTD				
600046354	GASOLINE		1560 18-Dec-2017	18-Dec-2017	
10-5-2020000-0401	GASOLINE				1,475.22
600046430	GASOLINE		1560 27-Dec-2017	27-Dec-2017	
10-5-2020000-0401	GASOLINE				1,911.15
600046583	GASOLINE		51 03-Jan-2018	03-Jan-2018	
10-5-2020000-0401	GASOLINE				1,529.96
600046686	GASOLINE		51 09-Jan-2018	09-Jan-2018	
10-5-2020000-0401	GASOLINE				1,751.61
600046804	GASOLINE		73 17-Jan-2018	17-Jan-2018	
10-5-2020000-0401	GASOLINE				2,249.23
600046928	GASOLINE		123 23-Jan-2018	23-Jan-2018	
10-5-2020000-0401	GASOLINE				1,696.40
AMH22	AMHERSTBURG POLICE ASSOCIATION				
JANUARY 17, : LEGAL FEES			51 17-Jan-2018	17-Jan-2018	
10-5-2020000-0325	LEGAL FEES				27,000.00
AMH41	AMHERSTBURG POLICE PETTY CASH				
JANUARY 24, : PETTY CASH EXPENDITURES			73 26-Jan-2018	26-Jan-2018	
10-5-2020000-0360	MISCELLANEOUS EXPENSES				12.43
10-5-2020000-0360	MISCELLANEOUS EXPENSES				16.95
10-5-2020000-0360	MISCELLANEOUS EXPENSES				34.81
10-5-2020000-0254	POLICE TRAINING				2.25
10-5-2020000-0254	POLICE TRAINING				1.97
10-5-2020000-0252	UNIFORMS				22.60
10-5-2020000-0252	UNIFORMS				5.02
10-5-2020000-0371	PRISONER EXPENSES				7.90
10-5-2020000-0371	PRISONER EXPENSES				50.00
AON574	AON HEWITT INC.				
M31-0139925	PROFESSIONAL FEES		1572 21-Dec-2017	21-Dec-2017	
10-5-2020000-0570	JOINT POLICE ADVISORY COMMITTEE				1,130.00
APP302	APPLIED COMPUTER SOLUTIONS INC				
39994	PHONE EQUIPMENT MAINTENANCE/NETWORK MAINTENANCE		20 03-Jan-2018	03-Jan-2018	
10-5-2020000-0310	COMPUTER MAINTENANCE				154.83
CAN380	CANADIAN TIRE STORE #281				
DECEMBER 21 PURCHASES FOR DECEMBER 2017			1572 31-Dec-2017	31-Dec-2017	
10-5-2020000-0360	MISCELLANEOUS EXPENSES				31.59
10-5-2020000-0360	MISCELLANEOUS EXPENSES				40.61
NOVEMBER 21 PURCHASES FOR NOVEMBER 2017			1572 30-Nov-2017	30-Nov-2017	
10-5-2020000-0360	MISCELLANEOUS EXPENSES				27.09
CAR645	CARRIER CENTERS				
04P433259	OIL FILTERS FOR CRUISERS		52 15-Jan-2018	15-Jan-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 2020000	POLICE DEPARTMENT				
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				47.05
DIR572	DIRECTDIAL.COM				
IN600683	FAILED HARD DRIVE REPLACEMENT - POLICE	1552	20-Dec-2017	20-Dec-2017	
10-5-2020000-0310	COMPUTER MAINTENANCE				413.30
IN602376	PRINTER USAGE AND SUPPLIES	73	08-Jan-2018	08-Jan-2018	
10-5-2020000-0308	PHOTOCOPIER SUPPLIES				57.82
EDG002	EDGE SAFETY TRAINING SOLUTIONS A DIVISION OF				
43867	CPR TRAINING	87	18-Jan-2018	18-Jan-2018	
10-5-2020000-0254	POLICE TRAINING				1,862.24
EXP407	407 EXPRESS TOLL ROUTE				
DECEMBER 21 407 TOLL NOV 21 TO DEC 21, 2017		1552	21-Dec-2017	21-Dec-2017	
10-5-2020000-0254	POLICE TRAINING				22.25
FRO400	FRONTLINE OUTFITTERS				
0000033761	WHITE GLOVES	1574	15-Nov-2017	15-Nov-2017	
10-5-2020000-0252	UNIFORMS				313.24
0000034591	PANTS & SHIRTS	51	11-Jan-2018	11-Jan-2018	
10-5-2020000-0252	UNIFORMS				402.60
0000034694	SWEATER	73	17-Jan-2018	17-Jan-2018	
10-5-2020000-0252	UNIFORMS				91.90
0000034720	GARGO PANTS	87	19-Jan-2018	19-Jan-2018	
10-5-2020000-0252	UNIFORMS				205.86
0000034856	SWEATER	123	26-Jan-2018	26-Jan-2018	
10-5-2020000-0252	UNIFORMS				89.42
G4S405	G4S SECURE SOLUTIONS (CANADA) LTD				
8610888	PRISONER GUARDS	1574	09-Dec-2017	09-Dec-2017	
10-5-2020000-0371	PRISONER EXPENSES				141.25
8646442	PRISONER GUARDS	51	06-Jan-2018	06-Jan-2018	
10-5-2020000-0371	PRISONER EXPENSES				346.06
GOO198	GOODYEAR CANADA INC				
0090809667	TIRES	1551	13-Dec-2017	13-Dec-2017	
10-5-2020000-0405	VEHICLE MTCE. - TIRES				670.32
0090809669	TIRES	1551	13-Dec-2017	13-Dec-2017	
10-5-2020000-0405	VEHICLE MTCE. - TIRES				335.16
0090809671	TIRES	1560	13-Dec-2017	13-Dec-2017	
10-5-2020000-0405	VEHICLE MTCE. - TIRES				778.80
GRE05	GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD				
51762-IN	TRAINING	1560	15-Dec-2017	15-Dec-2017	
10-5-2020000-0254	POLICE TRAINING				675.00
JOE055	JOE MELOCHE FORD SALES LTD				
IJ01894	REPLACED THE SPARK PLUGS FOR # 301	52	15-Jan-2018	15-Jan-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				53.22
JOH441	JOHNSTONE & COWLING MANAGEMENT INC				
2002173	LEGAL FEES	1552	29-Dec-2017	29-Dec-2017	
10-5-2020000-0325	LEGAL FEES				3,971.39
2002174	LEGAL FEES	1552	29-Dec-2017	29-Dec-2017	
10-5-2020000-0325	LEGAL FEES				1,207.41

TOWN OF AMHERSTBURG
Council/Board Report By Dept-(Computer)



AP5130 Page : 4
 Date : Feb 08, 2018 Time : 9:56 am

Vendor : 001 To ZUL180
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 Department : 2020000 To 2020000

Cheque Print Date : 09-Jan-2018 To 08-Feb-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					
KEL198	KELCOM RADIO DIVISION				
105008387-1	MICS FOR RADIOS		1560 18-Oct-2017	18-Oct-2017	
10-5-2020000-0252	UNIFORMS				452.16
80008318	RADIO MAINTENANCE		1551 15-Dec-2017	15-Dec-2017	
10-5-2020000-0319	RADIO MAINTENANCE				571.78
80008319	RADIO MAINTENANCE		1551 15-Dec-2017	15-Dec-2017	
10-5-2020000-0319	RADIO MAINTENANCE				197.75
80008536	RADIO MAINTENANCE		123 16-Jan-2018	16-Jan-2018	
10-5-2020000-0319	RADIO MAINTENANCE				571.78
80008537	RADIO MAINTENANCE		123 16-Jan-2018	16-Jan-2018	
10-5-2020000-0319	RADIO MAINTENANCE				197.75
KEL363	KEL COMMUNICATIONS LTD				
RC00004034	RADIOS		51 02-Jan-2018	02-Jan-2018	
10-5-2020000-0319	RADIO MAINTENANCE				425.49
LUC289	LUCAS WORKS! (WINDSOR) INC.				
114639	BOARD SECRETARY		51 10-Jan-2018	10-Jan-2018	
10-5-2020000-0327	PROFESSIONAL FEES				505.71
LUM131	LUMED MANAGEMENT				
3312	CAR WASH		1551 31-Dec-2017	31-Dec-2017	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				200.01
MAL256	MALDEN AUTOMOTIVE				
5294-162231	COOLANT FOR CRUISERS		52 15-Jan-2018	15-Jan-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				41.13
5294-162240	PCV VALVE FOR FILTER FOR # 301		52 15-Jan-2018	15-Jan-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				24.26
5294-162617	REPLACED FRONT BRAKES		125 22-Jan-2018	22-Jan-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				353.89
MAS108	MASTER CLEANERS				
7571	DRY CLEANING		1574 31-Dec-2017	31-Dec-2017	
10-5-2020000-0253	CLEANING				53.16
MCT455	MCTAGUE LAW FIRM				
144720	LEGAL FEES		87 15-Jan-2018	15-Jan-2018	
10-5-2020000-0325	LEGAL FEES				1,186.50
MDC153	M.D.CHARLTON CO. LTD				
68703	HOLSTERS		1551 18-Dec-2017	18-Dec-2017	
10-5-2020000-0252	UNIFORMS				284.54
69935	HOLSTERS		1551 18-Dec-2017	18-Dec-2017	
10-5-2020000-0252	UNIFORMS				435.83
MET052	METRO KING PEST CONTROL INC.				
2131	MONTHLY SERVICE AT VARIOUS LOCATIONS		1551 30-Sep-2017	30-Sep-2017	
10-5-2020000-0317	BUILDING MAINTENANCE				33.90
MOR26	MORNEAU SHEPELL LTD.				
JANUARY 201: 699087, 699088, 699089, 699086			73 02-Jan-2018	02-Jan-2018	
10-5-2020000-0207	BENEFITS - LIFE & DISABIL				270.51
MSJ355	MSJ AUTOMOTIVE SERVICE LTD				
100066	REPAIR TO KEYBOARD ARMS		51 12-Jan-2018	12-Jan-2018	



Vendor : 001 To ZUL180
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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				
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				124.59
99895	302 CLEAN & REPAIR RADAR REMOTE	20	08-Jan-2018	08-Jan-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				99.67
MUN200	MUNICIPAL EMPLOYER PENSION CENTRE OF ONTARIO				
MC003888	MEMBERSHIP	73	02-Jan-2018	02-Jan-2018	
10-5-2020000-0350	PROFESSIONAL MEMBERSHIPS				51.70
OFF321	OFFICE SOLUTIONS INC				
52060	HUTCH REPAIR	1551	13-Nov-2017	13-Nov-2017	
10-5-2020000-0317	BUILDING MAINTENANCE				150.29
52062	CHAIR REPAIR	1551	13-Nov-2017	13-Nov-2017	
10-5-2020000-0317	BUILDING MAINTENANCE				71.19
52395	CHAIR, FOOTSTOOL AND LOBBY TABLE	123	24-Jan-2018	24-Jan-2018	
10-5-2020000-0301	OFFICE SUPPLIES				657.66
ONT177	ONTARIO ASSOCIATION OF POLICE SERVICES BOARD				
2017-11-22	OAPSB MEMBER (31-50)	1551	22-Nov-2017	22-Nov-2017	
10-5-2020000-0260	BOARD EXPENSES				1,533.48
ONT267	1603933 ONTARIO INC. O/A E. BERYL MACMILLAN				
64031	TRANSCRIPTION	73	15-Jan-2018	15-Jan-2018	
10-5-2020000-0360	MISCELLANEOUS EXPENSES				824.90
PAC124	PACIFIC SAFETY PRODUCTS INC				
IN068723	OUTER CARRIER PIZZALA	1552	27-Sep-2017	27-Sep-2017	
10-5-2020000-0252	UNIFORMS				137.33
PAR372	PARRLINE ELECTRICAL WHOLESALE				
72728	ADAPTER	1551	22-Nov-2017	22-Nov-2017	
10-5-2020000-0317	BUILDING MAINTENANCE				21.20
PUR700	PUROLATOR INC.				
436777923	COURIER	1552	29-Dec-2017	29-Dec-2017	
10-5-2020000-0306	COURIER & EXPRESS				23.45
RAC462	RACICOT CHRYSLER				
55150	BATTERY FOR KEYFOB UNIT 305	20	03-Jan-2018	03-Jan-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				6.78
REC09	RECEIVER GENERAL - CANADA REVENUE AGENCY TECHNOLOG				
113973	MAINTENANCE CONTRACT	1551	31-Dec-2017	31-Dec-2017	
10-5-2020000-0317	BUILDING MAINTENANCE				1,544.52
ROY120	ROYAL CANADIAN MOUNTED PO				
1800003391	FINGERPRINTS	1560	12-Dec-2017	12-Dec-2017	
10-5-2020000-0360	MISCELLANEOUS EXPENSES				25.00
1800003749	FINGERPRINTS	87	05-Jan-2018	05-Jan-2018	
10-5-2020000-0360	MISCELLANEOUS EXPENSES				25.00
STA444	STAPLES ADVANTAGE (MIS C/O T04446C				
46248863	BATTERIES & INK	1551	20-Dec-2017	20-Dec-2017	
10-5-2020000-0301	OFFICE SUPPLIES				25.70
46294173	PENS	20	02-Jan-2018	02-Jan-2018	
10-5-2020000-0301	OFFICE SUPPLIES				53.15
46327780	CALCULATOR	20	05-Jan-2018	05-Jan-2018	
10-5-2020000-0301	OFFICE SUPPLIES				24.73

TOWN OF AMHERSTBURG
Council/Board Report By Dept-(Computer)



AP5130 Page : 6
 Date : Feb 08, 2018 Time : 9:56 am

Vendor : 001 To ZUL180
 Batch : All
 Department : 2020000 To 2020000

Cheque Print Date : 09-Jan-2018 To 08-Feb-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					
46355969	OFFICE SUPPLIES		51 08-Jan-2018	08-Jan-2018	
10-5-2020000-0301	OFFICE SUPPLIES				86.17
46379028	OFFICE SUPPLIES		51 11-Jan-2018	11-Jan-2018	
10-5-2020000-0301	OFFICE SUPPLIES				70.14
STE150 STERLING MARKING PRODUCTS					
6922585	STAMP FOR SGTS OFFICE		51 09-Jan-2018	09-Jan-2018	
10-5-2020000-0301	OFFICE SUPPLIES				63.82
THO199 THOMSON REUTERS CANADA					
3383214	TICKET HOLDERS		123 25-Jan-2018	25-Jan-2018	
10-5-2020000-0252	UNIFORMS				162.55
TOS075 TOSHIBA LEADING INNOVATION					
AR3307762 A	PHOTOCOPIER IMPRESSIONS		1560 27-Dec-2017	27-Dec-2017	
10-5-2020000-0308	PHOTOCOPIER SUPPLIES				161.88
AR3324267	COPIER MAINTENANCE AND SUPPLIES		1572 19-Dec-2017	19-Dec-2017	
10-5-2020000-0308	PHOTOCOPIER SUPPLIES				195.77
AR3344525	COPIER USAGE AND MAINTENANCE		123 18-Jan-2018	18-Jan-2018	
10-5-2020000-0308	PHOTOCOPIER SUPPLIES				102.28
AR3344527	COPIER USAGE AND MAINTENANCE		123 18-Jan-2018	18-Jan-2018	
10-5-2020000-0308	PHOTOCOPIER SUPPLIES				3,524.02
TUR070 TURRIS SITES DEVELOPMENT CORP.					
432286	RADIO MAINTENANCE		20 02-Jan-2018	02-Jan-2018	
10-5-2020000-0319	RADIO MAINTENANCE				596.71
435981	RADIO TOWERS		127 01-Feb-2018	01-Feb-2018	
10-5-2020000-0319	RADIO MAINTENANCE				596.71
WIN100 WINDSOR ESSEX COUNTY HEALTH UNIT					
1336	BRACELETS AND SHOE LACES GRANT		123 19-Jan-2018	19-Jan-2018	
10-5-2020000-0360	MISCELLANEOUS EXPENSES				103.11
WOR415 WORK AUTHORITY					
43313	WORK BOOTS		87 21-Jan-2018	21-Jan-2018	
10-5-2020000-0252	UNIFORMS				340.00
434668	BOOTS BENNETT		123 28-Jan-2018	28-Jan-2018	
10-5-2020000-0252	UNIFORMS				117.23
Department Totals :					68,574.71



Vendor : 001 To ZUL180
 Batch : All
 Department : 2020000 To 2020000

EFT Paid Date : 09-Jan-2018 To 08-Feb-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				
JAN2018	JANUARY 2018 MONTHLY CHARGES	8	11-Jan-2018	11-Jan-2018	
10-5-2020000-0315	TELEPHONE				507.98
BEL03	BELL MOBILITY INC.				
JAN 2018	JANUARY 2018 USAGE	71	06-Jan-2018	06-Jan-2018	
10-5-2020000-0315	TELEPHONE				557.79
10-5-2020000-0332	INTERNET ACCESS				50.85
10-5-2020000-0406	GPS COMMUNICATION				103.61
COG02	COGECO PAYMENT CENTRE				
JAN 2018	JANUARY 2017 INTERNET	19	02-Jan-2018	02-Jan-2018	
10-5-2020000-0332	INTERNET ACCESS				152.49
ESS46	ESSEX POWERLINES CORPORATION				
DEC 2017	ELECTRICITY, WATER & SEWAGE DECEMBER 2017	1553	31-Dec-2017	31-Dec-2017	
10-5-2020000-0316	UTILITIES - POLICE DEPT				1,877.45
GRE03	GREEN SHIELD CANADA				
FEB 2018	FEBRUARY 2018 BENEFITS	77	01-Feb-2018	01-Feb-2018	
10-5-2020000-0206	BENEFITS - GREENSHIELD RE				11,185.19
10-5-2020000-0205	BENEFITS - GREENSHIELD				17,448.41
SUN11	SUN LIFE ASSURANCE CO. OF CANADA - BILLING				
FEB 18	FEBRUARY 2018 BENEFITS	107	01-Feb-2018	01-Feb-2018	
10-5-2020000-0207	BENEFITS - LIFE & DISABIL				14,614.51
UNI01	UNION GAS LTD				
DEC 2017	DECEMBER 2017 MONTHLY CHARGES	1540	31-Dec-2017	31-Dec-2017	
10-5-2020000-0316	UTILITIES - POLICE DEPT				375.67
USB01	US BANK NATIONAL ASSOCIATION-VISA				
DEC 2017 (2)	DECEMBER 2017 CHARGES	1576	31-Dec-2017	31-Dec-2017	
10-5-2020000-0301	OFFICE SUPPLIES				105.96
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				120.00
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				120.00
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				1,362.00
10-5-2020000-0254	POLICE TRAINING				316.58
WOR03	WORKPLACE SAFETY & INSURANCE BOARD				
JANUARY 2018	JANUARY 2018 WSIB PREMIUMS	110	31-Jan-2018	31-Jan-2018	
10-5-2020000-0208	BENEFITS - WORKER'S COMP.				240.80
Department Totals :					49,139.29

Total Unpaid for Approval :	0.00
Total Manually Paid for Approval :	1,667.80
Total Computer Paid for Approval :	68,574.71
Total EFT Paid for Approval :	49,139.29
Grand Total ITEMS for Approval :	119,381.80



Item 5.1b
February 20, 2018

The Corporation of The Town of Amherstburg

January 24, 2018

Amherstburg Police Services Board
532 Sandwich Street South
Amherstburg, Ontario
N9V 3R2

Dear, Mr. Rozankovic and Board Members

RE: Joint Police Advisory Committee (JPAC)

The following letter is in response to your letter dated January 24, 2018, regarding the posting of JPAC Committee expenses into 10-5-2020000-0570. On January 23, 2017 the Town Of Amherstburg Council did authorize the following motion.

It is recommended that:

1. The report from the Joint Police Advisory Committee **BE RECEIVED**;
2. Administration **BE DIRECTED** to engage the services of MPM consulting to assist the Joint Police Advisory Committee in moving forward the Police Costing and/or Police Amalgamations for Council's future consideration;
3. The Mayor & Clerk **BE AUTHORIZED** to sign the agreement with MPM Consulting; and,
4. The Joint Police Advisory Committee **BE DIRECTED** to do all of the following:
 - a. Develop an RFP for costing for Windsor and LaSalle to respond to
 - b. Explore and analyze the possibility of amalgamation of police services with LaSalle and/or Windsor
 - c. Work with the OPP on the OPP Costing
 - d. Report back to Council with the Joint Police Advisory Committee findings and recommendations.

This report is the authorization from Council to move forward and fund the expenses of the JPAC Consultant. The Financial Services Department has created this account to track the cost of this project. Upon the completion of the 2017 year end, I will be bringing a request to Council to fund the following expense from the Police Reserve as part of our normal year end process.



The Corporation of The Town of Amherstburg

This account was created and placed in the police operating area to provided transparency to the residents of the Town of Amherstburg on the expenses for the JPAC Committee. Upon the transfer to reserves at year end the net effect on the bottom line of the boards operating expense for the year will be nil. It is my hope this addresses the primary concern of the board.

It should be noted that all Reserves of the Town Of Amherstburg are created and under the control of Amherstburg Town Council in accordance with the Town's Reserve and Restricted Funds Policy. The administration and recommendation to Council for the use of these reserves is the responsibility of the Treasurer, not that of the Amherstburg Police Services Board.

Yours truly,

Justin Rousseau
Treasurer

Encl. Tim Berthiaume, Chief of Police

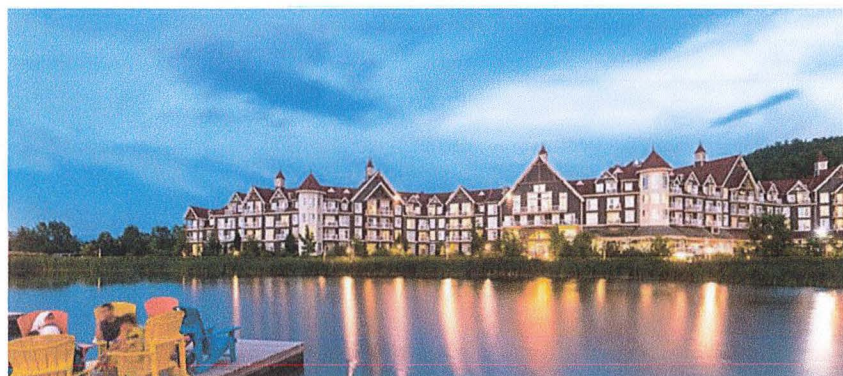
Item 8.4b
February 20, 2018

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[CONTACT US](#) [LINKS](#)



30 JAN 2018 / 0 COMMENT / [EVENTS](#), [MEMBER EVENTS](#)

OAPSB 2018 SPRING CONFERENCE & AGM – REGISTRATION IS OPEN – MAY 23-26, 2018

Register Now – May 23-26, 2018

2018 OAPSB Spring Conference & AGM

Blue Mountain Resort

156 Jozo Weider Blvd.,
The Blue Mountains, ON L9Y 3Z2

Registration is now open – [Click here to Register](#)

Program & Sponsorship:

Recent News

Police Modernize

21 Jan 2018

**Job Advertisement:
Director, Enforcement
Branch, MNRF**

14 Jan 2018

**Media Release –
Aylmer Police Services
Board**

14 Jan 2018

Upcoming Events



**OAPSB
Seminar
coming this
Fall 2018**

Please click here to download the most current
 (Available February 1, 2018)

29 Jan 2018

Please click here to download the Membership and
Corporate Sponsorship requests. (Available
February 1, 2018)

HOME ABOUT US ADVOCACY EVENTS NEWS JOIN / RENEW
CONTACT US LINKS

Fees:

Early Bird Pricing: \$525 until May 1, 2018)

Full Conference (OAPSB Member): \$585 (as of May
1, 2018)

Full Conference (Non OAPSB Member): \$699

Companion: \$400

Single Day (OAPSB Members) : \$350

Single Day (Non OAPSB Members): \$425

OAPSB Invitational Dinner: \$99

Registration is now open – [Click here to Register](#)

Companion Activity:

Two options will be provided. One will include the
Spa and the other a tour in the area. More details
will be confirmed mid-February.

Book your Accommodations Early:

GROUP NAME: OAPSB 2018 Spring Conference

GROUP CODE: GRP117389

ARRIVAL: Tuesday, May 22, 2018

DEPARTURE: Saturday, May 26, 2018



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: March 28, 2018
Author's Phone: 519 736-0012 ext. 2259	Date to Council: April 9, 2018
Author's E-mail: jrousseau@amherstburg.ca	Resolution #: NA

To: Mayor and Members of Town Council

Subject: Accounts Payable for the Month of March 2018

1. RECOMMENDATION:

It is recommended that:

1. The report from the Treasurer dated March 28, 2018, regarding Accounts Payable for the Month of March 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 period March 14 to March 31, 2018 is attached; which is the stub period to complete reporting for the month of March 2018. 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 Month of March 2018.docx
Attachments:	- Accounts paid March 14, 2018 - March 31, 2018.pdf
Final Approval Date:	Apr 3, 2018

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



Cheryl Horrobin - Mar 29, 2018 - 5:14 PM



Mark Galvin - Apr 3, 2018 - 9:02 AM



Paula Parker - Apr 3, 2018 - 9:05 AM



Vendor : 001 To ZUL180

Batch : All

Department : All

Cheque Print Date : 14-Mar-2018 To 31-Mar-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						
AMH432	AMHERSTBURG CHEVEROLET-BUICK-GMC						
41329	TAILGATE REPAIR				328 24-Feb-2018	24-Feb-2018	
80-5-0000000-0402				VEHICLE & EQUIPMENT MTCE.			1,924.15
CJB060	CJ BONDY PLUMBING - ONTARIO LTD. #1015185						
30727	MANDATORY TEST				328 27-Feb-2018	27-Feb-2018	
80-5-0000000-0815				BACKFLOW - PREVENTION			169.50
30728	MANADATORY TESTING				328 27-Feb-2018	27-Feb-2018	
80-5-0000000-0815				BACKFLOW - PREVENTION			169.50
30729	MANDATORY TESTING				328 27-Feb-2018	27-Feb-2018	
80-5-0000000-0815				BACKFLOW - PREVENTION			169.50
COM046	COM PETERS INC						
3988	JANUARY 2018 LOCATE BILLINGS				329 05-Mar-2018	05-Mar-2018	
80-5-0000000-0810				WATER - MAIN MAINTENANCE			395.50
3989	FEBRUARY 2018 LOCATE BILLING				329 05-Mar-2018	05-Mar-2018	
80-5-0000000-0810				WATER - MAIN MAINTENANCE			395.50
3990	MARCH 2018 LOCATES BILLING				329 05-Mar-2018	05-Mar-2018	
80-5-0000000-0810				WATER - MAIN MAINTENANCE			395.50
COR408	CORIX WATER PRODUCTS LP - ATTENTION: ACCOUNTS						
10816014841	BATTERIES				328 28-Feb-2018	28-Feb-2018	
80-5-0000000-0833				WATER METER REPAIRS & MTNCE			187.08
EMC530	EMCO CORPORATION						
38606591-00	METER SETTERS				329 05-Mar-2018	05-Mar-2018	
80-5-0000000-0755				WATER SERVICE MAINTENANCE			1,587.65
ESS273	ESSEX POWERLINES CORPORATION						
JC7257	FEBRUARY 2018 WATER BILLING				328 28-Feb-2018	28-Feb-2018	
80-5-0000000-0504				COLLECTION EXPENSE			16,272.97
GRE330	GREAT LAKES SAFETY PRODUCTS						
00304184	ELECTRICAL GLOVE RECERT				361 08-Mar-2018	08-Mar-2018	
80-5-0000000-0420				EQUIPMENT MAINTENANCE			159.82
HEA693	HEATON SANITATION						
34568	SERVICE REPAIR				361 07-Mar-2018	07-Mar-2018	
80-5-0000000-0755				WATER SERVICE MAINTENANCE			1,582.00
34679	VALVE BOX REPAIRS				361 15-Mar-2018	15-Mar-2018	
80-5-0000000-0840				VALVE MAINTENANCE			2,034.00
HER247	HERITAGE TIRE SALES INC.						
114017	TIRE REPAIR # WM-01				361 16-Mar-2018	16-Mar-2018	
80-5-0000000-0402				VEHICLE & EQUIPMENT MTCE.			45.20
HET208	HETEK SOLUTIONS INC						
INV0027129	REPAIR/CALIBRATION				328 26-Feb-2018	26-Feb-2018	
80-5-0000000-0420				EQUIPMENT MAINTENANCE			349.31
JOE055	JOE MELOCHE FORD SALES LTD						
IJJ02084	REPLACED THE SPARK PLUGS #WM-02				361 18-Mar-2018	18-Mar-2018	
80-5-0000000-0402				VEHICLE & EQUIPMENT MTCE.			205.55
KEL198	KELCOM RADIO DIVISION						
80008829	APRIL BILLING				359 15-Mar-2018	15-Mar-2018	
80-5-0000000-0404				VEHICLE & RADIO LICENCES			1,700.09
KTI033	KTI LIMITED						
108239	METERS				361 07-Mar-2018	07-Mar-2018	
80-5-0000000-0833				WATER METER REPAIRS & MTNCE			3,844.26
LAR623	LARAMIE JENNA						
216514	INDEMNITY DEPOSIT RETURNED FOR 6233 6TH CONCESSION N, 2018-027				326 09-Mar-2018	09-Mar-2018	
10-2-0000000-2140				INDEMNITY FEES			1,000.00



Vendor : 001 To ZUL180
 Batch : All
 Department : All

Cheque Print Date : 14-Mar-2018 To 31-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 0000000 DEPARTMENT EXPENDITURES

MAL256 MALDEN AUTOMOTIVE

5294-164541	REPLACED THE BATTERY IN #HD-1	329	01-Mar-2018	01-Mar-2018	
80-5-0000000-0402	VEHICLE & EQUIPMENT MTCE.				86.04
5294-165246	REPLACED THE BELT ON #MS-4	361	14-Mar-2018	14-Mar-2018	
80-5-0000000-0402	VEHICLE & EQUIPMENT MTCE.				15.62

ONT001 ONTARIO CLEAN WATER AGENCY

INV000101577	FEBRUARY 2018 BILLING	330	21-Feb-2018	21-Feb-2018	
80-5-0000000-0604	CONTRACT COSTS - AWWTP				917.09
INV000101639	MARCH 2018 BILLING	330	01-Mar-2018	01-Mar-2018	
80-5-0000000-0604	CONTRACT COSTS - AWWTP				909.70
80-5-0000000-0604	CONTRACT COSTS - AWWTP				47,301.19

PRE148 PREVIEW INSPECTIONS AND CONSULTING

0218	FEBRUARY 2018 BILLING	329	01-Mar-2018	01-Mar-2018	
80-5-0000000-0815	BACKFLOW - PREVENTION				2,147.00
A3118	ADMIN CHARGES	329	01-Mar-2018	01-Mar-2018	
80-5-0000000-0815	BACKFLOW - PREVENTION				282.50

REC04 RECEIVER GENERAL

FEBRUARY 16	HST FOR PREVIOUS INVOICE	352	16-Feb-2018	16-Feb-2018	
10-1-0000000-2007	A/R - HST (JULY 1, 2010)				13.00

REC06 RECEIVER GENERAL-INDUSTRY CANADA

20180033137	MXU RADIO LICENCE	328	07-Feb-2018	07-Feb-2018	
80-5-0000000-0833	WATER METER REPAIRS & MTNCE				1,666.00

TRI132 TRICKEY ET AL TAX TEAM INC.

11373	ORDER TITLE SEARCH	326	09-Mar-2018	09-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				1,101.75
11404	ORDER TITLE SEARCH	327	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
11405	ORDER TITLE SEARCH	327	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
11406	ORDER TITLE SEARCH	327	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
11407	ORDER TITLE SEARCH	327	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
11408	ORDER TITLE SEARCH	327	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
11409	ORDER TITLE SEARCH	326	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
11410	ORDER TITLE SEARCH	326	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
11411	ORDER TITLE SEARCH	326	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
11412	ORDER TITLE SEARCH	326	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
11413	ORDER TITLE SEARCH	326	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50
11414	ORDER TITLE SEARCH	326	14-Mar-2018	14-Mar-2018	
10-1-0000000-1503	TAX REG. - REGISTRATION C				508.50

WAA544 W.A. ATKINSON PLUMBING CO. INC.

WA21114	BACKFLOW TESTING	361	05-Mar-2018	05-Mar-2018	
80-5-0000000-0815	BACKFLOW - PREVENTION				339.00

WIG035 WIGLE HOME HARDWARE BUILDING CENTRE

116527	CURB BOX EXPENSES	361	16-Mar-2018	16-Mar-2018	
80-5-0000000-0755	WATER SERVICE MAINTENANCE				312.05



Vendor : 001 To ZUL180
 Batch : All
 Department : All

Cheque Print Date : 14-Mar-2018 To 31-Mar-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							
WIN210 WINDSOR FACTORY SUPPLY LTD							
4729403				MARKING PAINT	361 15-Mar-2018	15-Mar-2018	
80-5-0000000-0810				WATER - MAIN MAINTENANCE			5,198.90
WOL533 WOLSELEY CANADA INC							
6495808				PRY BAR	361 18-Mar-2018	18-Mar-2018	
80-5-0000000-0420				EQUIPMENT MAINTENANCE			57.36
Department Totals :							98,527.78
<hr/>							
DEPARTMENT 1001010 COUNCIL							
NEW127 NEW DIMENSIONS							
3874				VIDEO CAMERA/TRIPOD/TECH TIME	325 08-Feb-2018	08-Feb-2018	
10-5-1001010-0340				PUBLIC RECEPTIONS, ETC... - COUNCIL			904.00
Department Totals :							904.00
<hr/>							
DEPARTMENT 1001011 COUNCIL - MAYOR							
NEW127 NEW DIMENSIONS							
3881				MAYOR RECEPTION	325 28-Feb-2018	28-Feb-2018	
10-5-1001011-0340				MAYOR - PUBLIC RECEPTIONS, ETC.			226.00
Department Totals :							226.00
<hr/>							
DEPARTMENT 1001020 ADMINISTRATION							
CLA508 CLAIMSPRO INC.							
33620-615068				LEGAL FEES	326 05-Mar-2018	05-Mar-2018	
10-5-1001020-0506				INSURANCE DEDUCTIBLE - ADMINISTRATION			115.00
36610-016805				LEGAL FEES (DECEMBER 13, 2017)	326 16-Mar-2018	16-Mar-2018	
10-5-1001020-0506				INSURANCE DEDUCTIBLE - ADMINISTRATION			416.84
ERA010 E.R.A. ARCHITECTS INC.							
24117				PROFESSIONAL FEES	359 31-Jan-2018	31-Jan-2018	
40-7-1001020-0005				BELLEVUE PROPERTY			7,113.35
24118				PROFESSIONAL FEES	359 31-Jan-2018	31-Jan-2018	
40-7-1001020-0005				BELLEVUE PROPERTY			4,180.12
24370				PROFESSIONAL FEES	359 28-Feb-2018	28-Feb-2018	
40-7-1001020-0005				BELLEVUE PROPERTY			7,480.60
24371				PROFESSIONAL FEES	359 28-Feb-2018	28-Feb-2018	
40-7-1001020-0005				BELLEVUE PROPERTY			3,570.80
GOL452 GOLDER ASSOCIATES LTD							
1665363-5000				LEGAL FEES	326 06-Mar-2018	06-Mar-2018	
40-7-1001020-0006				DUFFY'S PROPERTY			9,479.65
KPM434 KPMG LLP TP4348							
8001928387				PROFESSIONAL FEES	352 12-Mar-2018	12-Mar-2018	
10-5-1001020-0326				AUDIT FEES - FINANCE DEPT			16,950.00
MCT455 MCTAGUE LAW FIRM							
145420				LEGAL FEES	359 07-Mar-2018	07-Mar-2018	
10-5-1001020-0325				LEGAL FEES			1,977.50
NEO150 NEOPOST LEASING SERVICES CANADA LTD							
MARCH 20, 20				POSTAGE REFILL FOR LIBRO MACHINE - A/C 2565538	352 20-Mar-2018	20-Mar-2018	
10-5-1001020-0304				POSTAGE & COURIER			500.00
PUR700 PUROLATOR INC.							
437297166				COURIER	359 23-Feb-2018	23-Feb-2018	
10-5-1001020-0304				POSTAGE & COURIER			22.98
437297167				COURIER SERVICE	357 23-Feb-2018	23-Feb-2018	



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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 1001020 ADMINISTRATION							
10-5-1001020-0304				POSTAGE & COURIER			39.78
437425920	PUROLATOR - GLOBAL				357 09-Mar-2018	09-Mar-2018	
10-5-1001020-0304				POSTAGE & COURIER			8.05
437488321	COURIER				359 16-Mar-2018	16-Mar-2018	
10-5-1001020-0304				POSTAGE & COURIER			4.43
437488322	COURIER SERVICE				357 16-Mar-2018	16-Mar-2018	
10-5-1001020-0304				POSTAGE & COURIER			20.45
RTT067 RIVER TOWN TIMES							
00095363	ADVERTISING				352 18-Mar-2018	18-Mar-2018	
10-5-1001020-0307				ADVERTISING			83.91
10-5-1001020-0307				ADVERTISING			167.80
10-5-1001020-0307				ADVERTISING			135.60
10-5-1001020-0307				ADVERTISING			200.57
10-5-1001020-0307				ADVERTISING			211.87
00095418	ADVERTISING				352 18-Mar-2018	18-Mar-2018	
10-5-1001020-0307				ADVERTISING			167.81
10-5-1001020-0307				ADVERTISING			83.90
10-5-1001020-0307				ADVERTISING			135.60
00095470	ADVERTISING				359 21-Mar-2018	21-Mar-2018	
10-5-1001020-0307				ADVERTISING			167.81
WIN137 WINDSOR-ESSEX COUNTY HUMANE SOCIETY							
18097451	FELINE NEUTER				326 02-Mar-2018	02-Mar-2018	
10-5-1001020-0353				GRANTS TO ORGANIZATIONS			50.00
Department Totals :							53,284.42
<hr/>							
DEPARTMENT 1001021 TREASURY							
MON183 MONARCH OFFICE SUPPLY LTD							
074992	FEBRUARY 2018 PURCHASES				325 27-Feb-2018	27-Feb-2018	
10-5-1001021-0301				OFFICE SUPPLIES			123.28
10-5-1001021-0301				OFFICE SUPPLIES			338.98
PUR663 PURE WATER BRAND							
FEBRUARY 20	FEBRUARY 2018 INVOICES 000261696, 000263201, 000264116				325 28-Feb-2018	28-Feb-2018	
10-5-1001021-0301				OFFICE SUPPLIES			23.27
Department Totals :							485.53
<hr/>							
DEPARTMENT 1001022 CLERKS							
MON183 MONARCH OFFICE SUPPLY LTD							
074992	FEBRUARY 2018 PURCHASES				325 27-Feb-2018	27-Feb-2018	
10-5-1001022-0301				OFFICE SUPPLIES			382.95
PUR663 PURE WATER BRAND							
FEBRUARY 20	FEBRUARY 2018 INVOICES 000261696, 000263201, 000264116				325 28-Feb-2018	28-Feb-2018	
10-5-1001022-0301				OFFICE SUPPLIES			23.27
10-5-1001022-0301				OFFICE SUPPLIES			23.27
Department Totals :							429.49
<hr/>							
DEPARTMENT 1001023 C.A.O.							
KPM434 KPMG LLP TP4348							
8001925521	PROFESSIONAL FEES				352 09-Mar-2018	09-Mar-2018	
10-5-1001023-0327				PROFESSIONAL FEES			6,447.53
MON183 MONARCH OFFICE SUPPLY LTD							
074992	FEBRUARY 2018 PURCHASES				325 27-Feb-2018	27-Feb-2018	
10-5-1001023-0301				OFFICE SUPPLIES			103.15

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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 1001023 C.A.O.					
Department Totals :					6,550.68
DEPARTMENT 1001024 HUMAN RESOURCES					
MON183	MONARCH OFFICE SUPPLY LTD				
074992	FEBRUARY 2018 PURCHASES	325	27-Feb-2018	27-Feb-2018	
10-5-1001024-0301	OFFICE SUPPLIES				292.10
077885	ERGO CHAIR	359	14-Mar-2018	14-Mar-2018	
10-5-1001024-0250	HEALTH AND SAFETY - HUMAN RESOURCES				459.91
OMH304	OMHRA				
11950	MEMBERSHIPS FOR 2018	326	09-Mar-2018	09-Mar-2018	
10-5-1001024-0350	MEMBERSHIPS - HUMAN RESOURCES				115.26
11981	OHMRA 2018 MEMBERSHIP	352	16-Mar-2018	16-Mar-2018	
10-5-1001024-0350	MEMBERSHIPS - HUMAN RESOURCES				115.26
PHY110	PHYSIO-CONTROL CANADA SALES LTD. - C/O T11076C				
118001353	HEALTH AND SAFETY	325	22-Feb-2018	22-Feb-2018	
10-5-1001024-0250	HEALTH AND SAFETY - HUMAN RESOURCES				111.19
STR045	STRYKER CA LP				
30532737	HEALTH AND SAFETY	326	02-Mar-2018	02-Mar-2018	
10-5-1001024-0250	HEALTH AND SAFETY - HUMAN RESOURCES				131.08
Department Totals :					1,224.80
DEPARTMENT 1001025 INFORMATION TECHNOLOGY					
NEW127	NEW DIMENSIONS				
3881	MAYOR RECEPTION	325	28-Feb-2018	28-Feb-2018	
10-5-1001025-0310	COMPUTER MAINTENANCE				333.35
WIG035	WIGLE HOME HARDWARE BUILDING CENTRE				
116431	COMPUTER MAINTENANCE	326	12-Mar-2018	12-Mar-2018	
10-5-1001025-0310	COMPUTER MAINTENANCE				6.76
Department Totals :					340.11
DEPARTMENT 1002000 COMMITTEES					
PAR26	PARKS AND RECREATION ONTARIO				
PR-032018-066	PRO CONFERENCE	367	26-Mar-2018	26-Mar-2018	
10-5-1002000-0562	PARKS ADVISORY COMMITTEE				1,162.77
Department Totals :					1,162.77
DEPARTMENT 1008030 UNFINANCED DRAINS					
BAI027	BAIRD AE				
17-120-07	ENGINEERING FEES & REPORT PREP	352	01-Mar-2018	01-Mar-2018	
10-1-1008030-9589	SHUELL CREEK DRAIN				2,440.80
HIC441	HICKS ELECTRIC				
9344	PUMP REPAIRS - ELECTRICAL SHUT DOWN	352	09-Mar-2018	09-Mar-2018	
10-1-1008030-8510	LAKWOOD PUMP #1				616.98
ROO009	ROOD ENGINEERING INC.				
REI-2018026	ENGINEERING CONTRACT ADMIN	359	12-Mar-2018	12-Mar-2018	
10-1-1008030-9015	8TH CONC RD DRAIN S;QUESNEL IMPROVEMENTS				10,642.34
Department Totals :					13,700.12
DEPARTMENT 2010000 FIRE DEPARTMENT					
BRO291	BROOKER MARY ANNE				
MARCH 23, 20	UNIFORM UPGRADES	359	23-Mar-2018	23-Mar-2018	

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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 2010000				FIRE DEPARTMENT			
10-5-2010000-0252				UNIFORMS			40.00
KEL198	KELCOM RADIO DIVISION						
80008825	RADIO AND PAGER TIME				357 15-Mar-2018	15-Mar-2018	
10-5-2010000-0319				COMMUNICATION EQUIP MAINTENANCE			4,552.77
MSJ355	MSJ AUTOMOTIVE SERVICE LTD						
101159	INSPECT BATTERY ISSUE				357 14-Mar-2018	14-Mar-2018	
10-5-2010000-0402				VEHICLE & EQUIPMENT MTCE.			93.98
OMF01	OMFPOA CHAPTER 8 ATTN: JASON SUCHIU						
JUNE 10, 2018	OMFPOA SYMPOSIUM				325 28-Feb-2018	28-Feb-2018	
10-5-2010000-0351				CONVENTIONS & SEMINARS			525.00
SAN107	SANIGEAR						
12212	BUNKER GEAR CLEANING AND REPAIRS				357 16-Mar-2018	16-Mar-2018	
10-5-2010000-0402				VEHICLE & EQUIPMENT MTCE.			403.64
SOB083	SOBEYS AMHERSTBURG						
FEBRUARY 20	FEBRUARY 2018 PURCHASES				325 28-Feb-2018	28-Feb-2018	
10-5-2010000-0301				OFFICE SUPPLIES			29.42
ULI350	ULINE CANADA CORPORATION						
4141374	WHEEL CHOCKS FOR ENGINE 1				357 12-Mar-2018	12-Mar-2018	
10-5-2010000-0420				EQUIPMENT			99.76
UNI351	UNIFORM UNIFORMS						
47728	UNIFORM HATS				326 09-Mar-2018	09-Mar-2018	
10-5-2010000-0252				UNIFORMS			89.84
Department Totals :							5,834.41

DEPARTMENT 2020000				POLICE DEPARTMENT			
AGR835	AGRI CO-OPERATIVE LTD						
600047631	GASOLINE				326 06-Mar-2018	06-Mar-2018	
10-5-2020000-0401				GASOLINE			1,822.37
600047728	GASOLINE				357 13-Mar-2018	13-Mar-2018	
10-5-2020000-0401				GASOLINE			1,766.98
CIT350	CITY OF WINDSOR						
0000171340	1ST QUARTER JOINT COURT SERVICES				325 26-Feb-2018	26-Feb-2018	
10-5-2020000-0323				JOINT COURT COSTS			6,250.00
CPK281	CPKN NETWORK INC.						
22888	TRAINING				325 28-Feb-2018	28-Feb-2018	
10-5-2020000-0254				POLICE TRAINING			28.25
DEL060	DELINE'S POWERWASH & PEST CONTROL						
219071	PESTICIDE APPLICATION - INTERIOR				325 18-Feb-2018	18-Feb-2018	
10-5-2020000-0317				BUILDING MAINTENANCE			141.25
HER247	HERITAGE TIRE SALES INC.						
113982	TIRE REPAIR				357 14-Mar-2018	14-Mar-2018	
10-5-2020000-0405				VEHICLE MTCE. - TIRES			45.20
KEL198	KELCOM RADIO DIVISION						
80008827	RADIO MAINTENANCE				357 15-Mar-2018	15-Mar-2018	
10-5-2020000-0319				RADIO MAINTENANCE			571.78
80008828	RADIO MAINTENANCE				357 15-Mar-2018	15-Mar-2018	
10-5-2020000-0319				RADIO MAINTENANCE			197.75
LUC289	LUCAS WORKS! (WINDSOR) INC.						
114876	BOARD SECRETARY				326 07-Mar-2018	07-Mar-2018	
10-5-2020000-0327				PROFESSIONAL FEES			687.25
MAL256	MALDEN AUTOMOTIVE						



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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					
5294-165255	REPLACED THE REAR BRAKES # 301	352	14-Mar-2018	14-Mar-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				279.39
5294-165342	REPLACED THE FRONT BRAKES # 306	352	15-Mar-2018	15-Mar-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				502.94
5294-165373	BRAKE HARDWARE FOR # 306	352	16-Mar-2018	16-Mar-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				24.57
5294-165390	CREDIT FOR RETURNED HARDWARE #306	352	16-Mar-2018	16-Mar-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				-24.57
MAS108 MASTER CLEANERS					
7629	DRY CLEANING	357	28-Feb-2018	28-Feb-2018	
10-5-2020000-0253	CLEANING				35.60
MET052 METRO KING PEST CONTROL INC.					
2135	MONTHLY SERVICES AT VARIOUS LOCATIONS	326	31-Jan-2018	31-Jan-2018	
10-5-2020000-0317	BUILDING MAINTENANCE				33.90
PUR700 PUROLATOR INC.					
437398186	COURIER	357	09-Mar-2018	09-Mar-2018	
10-5-2020000-0306	COURIER & EXPRESS				4.43
437461098	COURIER	357	16-Mar-2018	16-Mar-2018	
10-5-2020000-0306	COURIER & EXPRESS				8.86
QUI185 QUICKSERIES PUBLISHING INC.					
014276	PAMPHLETS	357	08-Mar-2018	08-Mar-2018	
10-5-2020000-0370	COMMUNITY SERVICES				4,287.99
RAC462 RACICOT CHRYSLER					
55498	REPLACED THE DAMAGED CB BOOT # 305	352	19-Mar-2018	19-Mar-2018	
10-5-2020000-0402	VEHICLE & EQUIPMENT MTCE.				94.92
RTT067 RIVER TOWN TIMES					
00095134	POLICE CST/CIVILLIAN AD	325	28-Feb-2018	28-Feb-2018	
10-5-2020000-0307	ADVERTISING				259.90
00095323	AD FOR CIVILIAN AND OFFICER	357	07-Mar-2018	07-Mar-2018	
10-5-2020000-0307	ADVERTISING				259.90
WIN002 WINDSOR POLICE PEER COUNSELLING; ATTN LORI					
MARCH 19, 20 PIER COUNCIL TRAINING		357	19-Mar-2018	19-Mar-2018	
10-5-2020000-0370	COMMUNITY SERVICES				281.90
Department Totals :					17,560.56

DEPARTMENT 2043015 LICENSING AND ENFORCEMENT					
KEL198 KELCOM RADIO DIVISION					
80008830	EQUIPMENT	357	15-Mar-2018	15-Mar-2018	
10-5-2043015-0420	SMALL EQUIPMENT				200.01
MON183 MONARCH OFFICE SUPPLY LTD					
074992	FEBRUARY 2018 PURCHASES	325	27-Feb-2018	27-Feb-2018	
10-5-2043015-0301	OFFICE SUPPLIES				12.44
PUR663 PURE WATER BRAND					
FEBRUARY 20 FEBRUARY 2018 INVOICES 000261696, 000263201, 000264116		325	28-Feb-2018	28-Feb-2018	
10-5-2043015-0301	OFFICE SUPPLIES				23.27
WIN137 WINDSOR-ESSEX COUNTY HUMANE SOCIETY					
APRIL 2018 ANIMAL CONTROL FOR THE MONTH OF APRIL 2018		357	21-Mar-2018	21-Mar-2018	
10-5-2043015-0903	ANIMAL CONTROL - CONTRACT				3,333.33
Department Totals :					3,569.05



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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 3010000				PUBLIC WORKS			
ACK297	ACKLANDS-GRAINGER INC						
9729142795	HARDWARE FOR SIGN INSTALLS				359 16-Mar-2018	16-Mar-2018	
10-5-3010000-0740				TRAFFIC SIGNAL MAINTENANCE			139.08
ACT456	ACTION SIGNS & DESIGNS INC.						
10793	UNIT # DECALS FOR VARIOUS EQUIPMENT				352 28-Feb-2018	28-Feb-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			45.20
AGO713	AGO INDUSTRIES INC						
779149	ROADS DEPT				325 28-Feb-2018	28-Feb-2018	
10-5-3010000-0161				CLOTHING			3,084.41
AMA580	AMACO EQUIPMENT						
P10864	REPLACED THE BURNER BLOWER MOTOR AND WHEEL ON # HB-1				352 08-Mar-2018	08-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			542.04
ARA105	ARAMARK REFRESHMENT						
2574196	COFFEE SUPPLIES				359 13-Mar-2018	13-Mar-2018	
10-5-3010000-0301				OFFICE SUPPLIES			97.35
DPF532	DPF CLEANING SPECIALISTS						
4004	HAD THE DPF CLEAN FOR # SS-1				352 09-Mar-2018	09-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			226.00
FEE256	THE FEED STORE						
1000178406	REPLACED THE BROKEN STARTED COVER # PP-1 & 2 CYCLE OIL FOR PARKS EQUIPMENT				326 08-Mar-2018	08-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			36.00
GRE330	GREAT LAKES SAFETY PRODUCTS						
00303897	SAFETY EQUIPMENT				359 01-Mar-2018	01-Mar-2018	
10-5-3010000-0420				EQUIPMENT			183.92
KEL198	KELCOM RADIO DIVISION						
80008829	APRIL BILLING				359 15-Mar-2018	15-Mar-2018	
10-5-3010000-0404				VEHICLE & RADIO LICENCES			1,700.08
MAL256	MALDEN AUTOMOTIVE						
5294-164852	ENGINE OIL FOR # PW-01				326 07-Mar-2018	07-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			35.49
5294-165367	BEARINGS FOR # HB-1				352 16-Mar-2018	16-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			40.14
5294-165416	CREDIT FOR RETURNED BEARINGS #HB-1				352 16-Mar-2018	16-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			-40.14
MON183	MONARCH OFFICE SUPPLY LTD						
074992	FEBRUARY 2018 PURCHASES				325 27-Feb-2018	27-Feb-2018	
10-5-3010000-0301				OFFICE SUPPLIES			86.18
PUR700	PUROLATOR INC.						
436965167	COURIER				352 19-Jan-2018	19-Jan-2018	
10-5-3010000-0328				ENGINEERING FEES			4.43
437033753	SHIPPING FOR TIRE & PLOW BLADES FOR TRACKLESS RENTAL # 2321, COURIER & SHIPPING REPORTS				352 26-Jan-2018	26-Jan-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			65.12
10-5-3010000-0765				MUNICIPAL DRAIN EXPENSE			9.76
STE366	STERLING FUELS						
0061852	FUEL FOR TRUCKS				359 01-Mar-2018	01-Mar-2018	
10-5-3010000-0401				GASOLINE			462.89
0061855	FUEL FOR TRUCKS				359 01-Mar-2018	01-Mar-2018	
10-5-3010000-0401				GASOLINE			1,341.45
0061856	FUEL FOR EQUIPMENT				359 01-Mar-2018	01-Mar-2018	
10-5-3010000-0401				GASOLINE			580.63

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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 3010000				PUBLIC WORKS			
061846				FUEL FOR VECHILES	359 01-Mar-2018	01-Mar-2018	
10-5-3010000-0401				GASOLINE			2,783.62
TRA689	TRACTION WINDSOR						
396280045				TARP STRAPS FOR SHOP SUPPLY	352 08-Mar-2018	08-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			25.14
396280473				HYDRAULIC ADAPTORS FOR SHOP SUPPLY	352 14-Mar-2018	14-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			4.66
TUR200	TURF CARE PRODUCTS CANADA LIMITED LES PRODUITS TUR						
613475-00				SALTER PARTS FOR #PG-53	326 07-Mar-2018	07-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			63.17
613475-01				SALT SAVER BRUSH FOR SALTER ON # PG-52	352 15-Mar-2018	15-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			31.98
VIK426	VIKING CIVES LTD						
261087				CONVEYOR PARTS FOR # 206	352 22-Mar-2018	22-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			348.64
2670868				FLOOR CYCLINDER (NOV 13, 2017)	352 22-Mar-2018	22-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			1,400.70
2671059				HYDRAULIC CYLINDERS FOR # 116 (NOV 11, 2017)	352 22-Mar-2018	22-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			1,703.83
2671204				CONVEYOR DRIVE SHAFT \$ SPROCKETS FOR # 206	352 22-Mar-2018	22-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			247.53
2671447				REPLACED THE CONVEYOR GEAR BOX BEARING # 206	352 22-Mar-2018	22-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			916.07
2674324				REPLACED BOTH TORQUE TUBES ON # SP-209	352 27-Feb-2018	27-Feb-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			1,698.51
2674351				LEFT TORQUE TUBE FOR # SP-116	352 28-Feb-2018	28-Feb-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			862.64
CR0000002231				CREDIT FOR RETURNED CYLINDERS FOR # 116	352 22-Mar-2018	22-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			-1,627.20
WOR055	WORK EQUIPMENT LTD.						
044114				INTERFACE MODULE FOR GPS #PG-51	326 06-Mar-2018	06-Mar-2018	
10-5-3010000-0402				VEHICLE & EQUIPMENT MTCE.			312.60
WOR415	WORK AUTHORITY						
444730				BOOTS	359 18-Mar-2018	18-Mar-2018	
10-5-3010000-0161				CLOTHING			101.69
Department Totals :							17,513.61

DEPARTMENT 3020000				ROADS			
ESS160	ESSEX TERMINAL RAILWAY CO						
0018814-IN				RAILWAY MAINTENANCE	359 01-Mar-2018	01-Mar-2018	
10-5-3020000-0720				RAILWAY CROSSINGS			304.30
HEA693	HEATON SANITATION						
34900				CLEAN CATCH BASIN LEAD	359 01-Mar-2018	01-Mar-2018	
10-5-3020000-0757				STORM SEWER CLEANING & FLUSHING			678.00
SAF01	SAFETY-KLEEN CANADA INC						
74635814				PAINT MACHINE CLEANER (SEPT 22, 2017)	352 01-Mar-2018	01-Mar-2018	
10-5-3020000-0726				STRIPING & LINE PAINTING			204.29
SOU100	SOUTHWESTERN SALES CORP						
IN199953				COLD PATCH FOR POTHOLE PATCHING	352 26-Feb-2018	26-Feb-2018	
10-5-3020000-0725				STREET REPAIRS & MAINT.			945.13
IN200135				COLD PATCH	359 12-Mar-2018	12-Mar-2018	
10-5-3020000-0725				STREET REPAIRS & MAINT.			1,871.28



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 3020000 ROADS					
WAL101 WALKER AGGREGATES					
274895	CULVERT REPLACEMENT	359	24-Feb-2018	24-Feb-2018	
10-5-3020000-0730	CULVERTS & BRIDGES				416.98
274981	STONE FOR ROADS	352	28-Feb-2018	28-Feb-2018	
10-5-3020000-0715	STONE				3,214.83
275020	STONE FOR ROADS	352	03-Mar-2018	03-Mar-2018	
10-5-3020000-0715	STONE				980.31
275142	STONE FOR ROADS	359	10-Mar-2018	10-Mar-2018	
10-5-3020000-0715	STONE				5,133.91
Department Totals :					13,749.03
<hr/>					
DEPARTMENT 3022016 ROADS CAPTIAL - 2016					
AMI02 AMICO INFRASTRUCTURES INC					
M416A	PPC # 1 - RELEASE OF HOLDBACK	352	19-Mar-2018	19-Mar-2018	
40-7-3022016-0001	MELOCHE RD				19,190.01
Department Totals :					19,190.01
<hr/>					
DEPARTMENT 3022017 ROADS CAPITAL -2017					
PUR700 PUROLATOR INC.					
437285853	ENGINEERING	352	23-Feb-2018	23-Feb-2018	
40-7-3022017-0004	ENG FOR DEVELOP. OF SW QUADRANT				4.43
Department Totals :					4.43
<hr/>					
DEPARTMENT 3050000 STREET LIGHTING					
HIC441 HICKS ELECTRIC					
9358	STREET LIGHT REPAIRS	359	15-Mar-2018	15-Mar-2018	
10-5-3050000-0331	GENERAL MAINTENANCE				2,501.93
Department Totals :					2,501.93
<hr/>					
DEPARTMENT 3250000 TRAFFIC CONTROL					
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
116525	4X4 POST AND SHOVEL	359	16-Mar-2018	16-Mar-2018	
10-5-3250000-0741	TRAFFIC SIGNS & DEVICES				149.10
116526	4X4 POSTS	359	16-Mar-2018	16-Mar-2018	
10-5-3250000-0741	TRAFFIC SIGNS & DEVICES				54.22
Department Totals :					203.32
<hr/>					
DEPARTMENT 4010000 SANITARY SEWERS					
PUR700 PUROLATOR INC.					
437033753	SHIPPING FOR TIRE & PLOW BLADES FOR TRACKLESS RENTAL # 2321, COURIER & SHIPPING REPORTS	352	26-Jan-2018	26-Jan-2018	
10-5-4010000-0328	ENGINEERING FEES				9.76
Department Totals :					9.76
<hr/>					
DEPARTMENT 4012006 SANITARY SEWER CAPITAL - 2006					
MOU001 MOUSSEAU DELUCA McPHERSON PRINCE					
57007	LEGAL FEES	359	28-Feb-2018	28-Feb-2018	
40-7-4012006-0056	AWWTP - ABURG WASTEWATER PLANT & ENV. AS				1,276.90
Department Totals :					1,276.90
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DEPARTMENT 4012017 WASTEWATER CAPITAL -2017					



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G.L. Account	CC1	CC2	CC3	GL Account Name			
DEPARTMENT 4012017 WASTEWATER CAPITAL -2017							
CIV330 CIVICA INFRASTRUCTURE INC							
101941				FEILD INVESTIGATION	357 26-Feb-2018	26-Feb-2018	
40-7-4012017-0004				I&I PRG SANITARY SEWER RENEW & REPAIR			10,180.64
JAB037 JABER ERIC							
MARCH 22, 20				SUBSIDY WORK	352 22-Mar-2018	22-Mar-2018	
40-7-4012017-0004				I&I PRG SANITARY SEWER RENEW & REPAIR			1,000.00
LUC524 LUCAS ROSE							
MARCH 15, 20				SUBSIDY PROGRAM	352 15-Mar-2018	15-Mar-2018	
40-7-4012017-0004				I&I PRG SANITARY SEWER RENEW & REPAIR			1,300.00
						Department Totals :	12,480.64
<hr/>							
DEPARTMENT 4017720 MCGREGOR SEWERS							
ONT001 ONTARIO CLEAN WATER AGENCY							
INV000101577				FEBRUARY 2018 BILLING	330 21-Feb-2018	21-Feb-2018	
10-5-4017720-0604				CONTRACT O.C.W.A.			-4,019.52
INV000101639				MARCH 2018 BILLING	330 01-Mar-2018	01-Mar-2018	
10-5-4017720-0604				CONTRACT O.C.W.A.			12,419.00
						Department Totals :	8,399.48
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DEPARTMENT 4017730 EDGEWATER SEWERS							
ONT001 ONTARIO CLEAN WATER AGENCY							
INV000101577				FEBRUARY 2018 BILLING	330 21-Feb-2018	21-Feb-2018	
10-5-4017730-0604				CONTRACT O.C.W.A.			-38.02
INV000101639				MARCH 2018 BILLING	330 01-Mar-2018	01-Mar-2018	
10-5-4017730-0604				CONTRACT O.C.W.A.			13,915.31
						Department Totals :	13,877.29
<hr/>							
DEPARTMENT 4017740 AMHERSTBURG SEWERS							
ESS273 ESSEX POWERLINES CORPORATION							
JC7256				FEBRUARY 2018 SEWER BILLING	330 28-Feb-2018	28-Feb-2018	
10-5-4017740-0504				COLLECTION EXPENSE			1,159.24
GUI266 GUITAR JOHN							
379				EEL & CAMERA	360 19-Feb-2018	19-Feb-2018	
10-5-4017740-0758				SERVICE CONNECTION INSPECTION & CAMERA			393.24
HEA693 HEATON SANITATION							
34559				SANITARY CONNECTOR REPAIR	360 28-Feb-2018	28-Feb-2018	
10-5-4017740-0759				SERVICE CONNECTION REPAIR & MTCE.			1,921.00
34573				SANITARY CONNECTOR INSTALL	360 12-Mar-2018	12-Mar-2018	
10-5-4017740-0759				SERVICE CONNECTION REPAIR & MTCE.			2,034.00
ONT001 ONTARIO CLEAN WATER AGENCY							
INV000101577				FEBRUARY 2018 BILLING	330 21-Feb-2018	21-Feb-2018	
10-5-4017740-0604				CONTRACT O.C.W.A.			20,928.48
INV000101639				MARCH 2018 BILLING	330 01-Mar-2018	01-Mar-2018	
10-5-4017740-0604				CONTRACT O.C.W.A.			24,611.67
						Department Totals :	51,047.63
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DEPARTMENT 4017750 BIG CREEK RBC SEWER							
ONT001 ONTARIO CLEAN WATER AGENCY							
INV000101577				FEBRUARY 2018 BILLING	330 21-Feb-2018	21-Feb-2018	
10-5-4017750-0604				CONTRACT O.C.W.A.			-1,413.29
INV000101639				MARCH 2018 BILLING	330 01-Mar-2018	01-Mar-2018	

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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 4017750	BIG CREEK RBC SEWER				
10-5-4017750-0604	CONTRACT O.C.W.A.				9,554.79
Department Totals :					8,141.50
DEPARTMENT 4017755	MCLEOD SBR SEWER				
ONT001 ONTARIO CLEAN WATER AGENCY					
INV000101577	FEBRUARY 2018 BILLING	330	21-Feb-2018	21-Feb-2018	
10-5-4017755-0604	CONTRACT OCWA				1,395.40
INV000101639	MARCH 2018 BILLING	330	01-Mar-2018	01-Mar-2018	
10-5-4017755-0604	CONTRACT OCWA				14,504.56
Department Totals :					15,899.96
DEPARTMENT 4017760	BOBLO SEWER				
ONT001 ONTARIO CLEAN WATER AGENCY					
INV000101577	FEBRUARY 2018 BILLING	330	21-Feb-2018	21-Feb-2018	
10-5-4017760-0604	CONTRACT OCWA - BOBLO				-1,741.53
INV000101639	MARCH 2018 BILLING	330	01-Mar-2018	01-Mar-2018	
10-5-4017760-0604	CONTRACT OCWA - BOBLO				7,564.63
Department Totals :					5,823.10
DEPARTMENT 4057710	GARBAGE COLLECTION				
WIN270 WINDSOR DISPOSAL SERVICES LTD					
0000883047	ADDITIONAL BIN DUE TO FERRY ISSUES	359	28-Feb-2018	28-Feb-2018	
10-5-4057710-0602	GARBAGE COLLECTION				282.50
Department Totals :					282.50
DEPARTMENT 4067715	GARBAGE DISPOSAL				
GRE224 GREEN PROCESSING COMPANY INC.					
15860	BINS FOR SCRAP METALS	359	14-Mar-2018	14-Mar-2018	
10-5-4067715-0607	PWD YARD CLEAN UP EXPENSES				301.71
WIN270 WINDSOR DISPOSAL SERVICES LTD					
0000883046	YARD WASTE CLEAN UP	359	28-Feb-2018	28-Feb-2018	
10-5-4067715-0607	PWD YARD CLEAN UP EXPENSES				186.45
0000886381	YARD WASTE	359	10-Mar-2018	10-Mar-2018	
10-5-4067715-0607	PWD YARD CLEAN UP EXPENSES				186.45
0000886381	YARD WASTE	359	10-Mar-2018	10-Mar-2018	
10-5-4067715-0607	PWD YARD CLEAN UP EXPENSES				186.45
Department Totals :					861.06
DEPARTMENT 7010000	PARKS AND RECREATION PROGRAMMING				
COL128 COLONIAL COFFEE CO. LTD.					
753612	CONCESSION PURCHASE	326	01-Mar-2018	01-Mar-2018	
10-5-7010000-0384	CONCESSION PRODUCT				159.30
FES459 FESTIVAL TENT & PARTY RENTALS INC.					
95691	SPECIAL EVENT - AMHA BANQUET	326	13-Mar-2018	13-Mar-2018	
10-5-7010000-0771	SPECIAL EVENTS				4,249.37
GOR299 GORDON FOOD SERVICE CAN. LTD. - ONTARIO DIVISION					
2422957	CONCESSION PURCHASE CREDIT	325	26-Feb-2018	26-Feb-2018	
10-5-7010000-0384	CONCESSION PRODUCT				-79.03
2427356	CONCESSION PURCHASE	325	28-Feb-2018	28-Feb-2018	
10-5-7010000-0384	CONCESSION PRODUCT				1,573.47



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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7010000 PARKS AND RECREATION PROGRAMMING					
12231	CONCESSION PURCHASE	325	13-Feb-2018	13-Feb-2018	
10-5-7010000-0384	CONCESSION PRODUCT				683.42
RTT067 RIVER TOWN TIMES					
00095363	ADVERTISING	352	18-Mar-2018	18-Mar-2018	
10-5-7010000-0307	ADVERTISING				83.91
10-5-7010000-0307	ADVERTISING				273.46
10-5-7010000-0307	ADVERTISING				273.46
00095418	ADVERTISING	352	18-Mar-2018	18-Mar-2018	
10-5-7010000-0307	ADVERTISING				273.46
00095470	ADVERTISING	359	21-Mar-2018	21-Mar-2018	
10-5-7010000-0307	ADVERTISING				83.90
10-5-7010000-0307	ADVERTISING				83.90
10-5-7010000-0307	ADVERTISING				273.46
10-5-7010000-0307	ADVERTISING				273.46
SHA567 SHARP BUS LINES LIMITED					
WIN200471	MARCH BREAK DAY CAMP	367	14-Mar-2018	14-Mar-2018	
10-5-7010000-0420	RECREATION EXPENSES				220.35
SOB083 SOBEYS AMHERSTBURG					
FEBRUARY 20	FEBRUARY 2018 PURCHASES	325	28-Feb-2018	28-Feb-2018	
10-5-7010000-0384	CONCESSION PRODUCT				126.05
10-5-7010000-0384	CONCESSION PRODUCT				132.50
10-5-7010000-0384	CONCESSION PRODUCT				107.12
10-5-7010000-0384	CONCESSION PRODUCT				81.37
10-5-7010000-0384	CONCESSION PRODUCT				82.73
10-5-7010000-0384	CONCESSION PRODUCT				39.38
10-5-7010000-0384	CONCESSION PRODUCT				7.96
10-5-7010000-0384	CONCESSION PRODUCT				122.03
10-5-7010000-0384	CONCESSION PRODUCT				141.96
10-5-7010000-0384	CONCESSION PRODUCT				47.09
10-5-7010000-0420	RECREATION EXPENSES				66.93
10-5-7010000-0420	RECREATION EXPENSES				45.80
10-5-7010000-0420	RECREATION EXPENSES				29.09
STA444 STAPLES ADVANTAGE (MIS C/O T04446C)					
46859373	OFFICE SUPPLIES	326	02-Mar-2018	02-Mar-2018	
10-5-7010000-0301	OFFICE SUPPLIES				99.25
46967697	OFFICE SUPPLIES	367	15-Mar-2018	15-Mar-2018	
10-5-7010000-0301	OFFICE SUPPLIES				14.26
VIL04 THE VILLAGE SHOPPE					
MARCH 2018	EASTER EGG HUNT	326	16-Mar-2018	16-Mar-2018	
10-5-7010000-0420	RECREATION EXPENSES				735.63
WIN210 WINDSOR FACTORY SUPPLY LTD					
4723745	PICKLEBALL SUPPLIES	326	09-Mar-2018	09-Mar-2018	
10-5-7010000-0420	RECREATION EXPENSES				231.33
YOG235 YOGA RECESS					
016	MARCH 21, 2018 YOGA CLASS AND MINDFULNESS WORKSHOP	326	13-Mar-2018	13-Mar-2018	
10-5-7010000-0420	RECREATION EXPENSES				60.00
Department Totals :					10,596.37

DEPARTMENT 7012015 CAPITAL					
MON610 MONTEITH BROWN PLANNING CONSULTANTS					
13318	PARKS MASTER PLAN	357	09-Mar-2018	09-Mar-2018	
40-7-7012015-0001	PARKS MASTER PLAN				4,477.63
Department Totals :					4,477.63

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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7012016 CAPITAL					
WOL533 WOLSELEY CANADA INC					
6091472	PARKING LOT IMPROVEMENTS (NOV 17, 2017)	357	22-Mar-2018	22-Mar-2018	
40-7-7012016-0003	REMOVAL OF UNDERGROUND GAS TANKS				15,518.67
WSP01 WSP CANADA INC.					
161-12988-02 /	TANK REMOVALS	352	28-Feb-2018	28-Feb-2018	
40-7-7012016-0003	REMOVAL OF UNDERGROUND GAS TANKS				3,503.00
Department Totals :					19,021.67

DEPARTMENT 7017000 PARKS MAINTENANCE					
COU132 COUNTY TOWING INC.					
62309	HAD # PG-1 TOWED FROM PWD TO RACIOT CHRYSLER FOR REPAIR	352	13-Mar-2018	13-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				124.30
FEE256 THE FEED STORE					
1000178406	REPLACED THE BROKEN STARTED COVER # PP-1 & 2 CYCLE OIL FOR PARKS EQUIPMENT	326	08-Mar-2018	08-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				119.32
MAL256 MALDEN AUTOMOTIVE					
5294-165422	REPLACED THE BROKEN TAILGAIE HANDLE #710	352	17-Mar-2018	17-Mar-2018	
10-5-7017000-0402	VEHICLE & EQUIPMENT MAINTENANCE PARKS				45.13
TIM208 TIM'S TREE SERVICE					
222721	TREE REMOVAL	325	27-Feb-2018	27-Feb-2018	
10-5-7017000-0650	PARKS FORESTRY				565.00
3132	TREE REMOVAL	357	13-Mar-2018	13-Mar-2018	
10-5-7017000-0650	PARKS FORESTRY				1,356.00
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
116300	PICNIC TABLES	357	07-Mar-2018	07-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				152.52
116307	PICNIC TABLES	357	07-Mar-2018	07-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				395.27
116317	PICNIC TABLES	357	07-Mar-2018	07-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				13.49
116454	PICNIC TABLES SUPPLIES	357	13-Mar-2018	13-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				79.04
116467	SUPLIES FOR PICNIC TABLES	357	13-Mar-2018	13-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				63.28
116511	GENERAL SUPPLIES	357	15-Mar-2018	15-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				16.94
116538	GENERAL SUPPLIES	357	16-Mar-2018	16-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				361.50
116558	SUPPLIES	357	16-Mar-2018	16-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				22.59
116593	GENERAL SUPPLIES	357	19-Mar-2018	19-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				49.70
WOR415 WORK AUTHORITY					
444731	PPE - BOOTS	357	18-Mar-2018	18-Mar-2018	
10-5-7017000-0322	GENERAL SUPPLIES - PARKS & REC				122.03
Department Totals :					3,486.11

DEPARTMENT 7017002 FACILITIES					
ABC190 ABC ROOFING LTD					
9218	RESTORE CURRENT ROOFING SYSTEM	325	08-Feb-2018	08-Feb-2018	
10-5-7017002-0317	PARKBL FACILITIES - BUILDING MAINTENANCE				5,842.10

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G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 7017002	FACILITIES				
9219	RESTORE CURRENT ROOFING	325	05-Feb-2018	05-Feb-2018	
10-5-7017002-0317	PWDEP FACILITIES - BUILDING MAINTENANCE				3,361.75
EMP481	EMPIRE ROOFING CORPORATION				
S18-096	REPAIR LEAKING ROOF	325	28-Feb-2018	28-Feb-2018	
10-5-7017002-0317	99THOM FACILITIES - BUILDING MAINTENANCE				1,950.95
S18-098	REPAIRING ROOFING	325	28-Feb-2018	28-Feb-2018	
10-5-7017002-0317	TOWN FACILITIES - BUILDING MAINTENANCE				1,494.43
IND181	INDOOR ENVIRONMENTAL SPECIALIST				
C3135B	INDOOR AIR QUALITY ASSESSMENT, DRAWINGS & REPORTS	359	14-Feb-2018	14-Feb-2018	
10-5-7017002-0317	99THOM FACILITIES - BUILDING MAINTENANCE				720.38
MET052	METRO KING PEST CONTROL INC.				
2135	MONTHLY SERVICES AT VARIOUS LOCATIONS	326	31-Jan-2018	31-Jan-2018	
10-5-7017002-0317	PARKBL 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	CARNEC FACILITIES - BUILDING MAINTENANCE				28.25
10-5-7017002-0317	MALCOM FACILITIES - BUILDING MAINTENANCE				33.90
10-5-7017002-0317	PARKST FACILITIES - BUILDING MAINTENANCE				28.25
10-5-7017002-0317	FIRE FACILITIES - BUILDING MAINTENANCE				33.90
10-5-7017002-0317	ACS 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
PAR372	PARRLINE ELECTRICAL WHOLESALE				
74477	ELECTRICAL SUPPLIES	357	23-Feb-2018	23-Feb-2018	
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				215.92
RCW01	R.C. WHITE LTD.				
255209	CHURCH EMERGENCY REMEDIAN AND CLEAN UP	359	10-Mar-2018	10-Mar-2018	
10-5-7017002-0317	MALCOM FACILITIES - BUILDING MAINTENANCE				4,988.85
REC09	RECEIVER GENERAL - CANADA REVENUE AGENCY TECHNOLOG				
113981	FURNACE	325	13-Feb-2018	13-Feb-2018	
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				3,550.46
14205	MAINTENANCE SERVICE CALL	325	13-Feb-2018	13-Feb-2018	
10-5-7017002-0317	PWD FACILITIES - BUILDING MAINTENANCE				101.70
TYC452	TYCO INTEGRATED FIRE & SECURITY				
2005015	FIRE ALARMS AND DETECTORS	325	01-Feb-2018	01-Feb-2018	
10-5-7017002-0317	TOWN FACILITIES - BUILDING MAINTENANCE				485.95
VIL417	VILLA CONSTRUCTION				
66651	PAINT CEILING, TRIM, DOORS FOR OFFICES AT GORDON HOUSE	325	20-Feb-2018	20-Feb-2018	
10-5-7017002-0317	GORDOI FACILITIES - BUILDING MAINTENANCE				2,384.30
WIG035	WIGLE HOME HARDWARE BUILDING CENTRE				
115651	DRAIN CLEANER	359	07-Feb-2018	07-Feb-2018	
10-5-7017002-0317	PARKBL FACILITIES - BUILDING MAINTENANCE				27.10
116333	PLUMBING SUPPLIES	359	08-Mar-2018	08-Mar-2018	
10-5-7017002-0318	JANITORIAL - GLOBAL				13.55
116427	TRIM AND PAINT	359	12-Mar-2018	12-Mar-2018	
10-5-7017002-0317	GORDOI FACILITIES - BUILDING MAINTENANCE				73.07
Department Totals :					25,617.31



Vendor : 001 To ZUL180
 Batch : All
 Department : All

Cheque Print Date : 14-Mar-2018 To 31-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 7017300 LIBRO					
837316727	MAT EXCHANGE (DEC 22, 2017)	357	22-Mar-2018	22-Mar-2018	
10-5-7017300-0336	CONTRACTED SERVICES				80.34
847317724	MAT EXCHANGE (DEC 29, 2017)	357	22-Mar-2018	22-Mar-2018	
10-5-7017300-0336	CONTRACTED SERVICES				80.34
847326788	MAT EXCHANGE	326	02-Mar-2018	02-Mar-2018	
10-5-7017300-0336	CONTRACTED SERVICES				80.34
847327787	MAT EXCHANGE	357	09-Mar-2018	09-Mar-2018	
10-5-7017300-0336	CONTRACTED SERVICES				80.34
847328807	MAT EXCHANGE	357	16-Mar-2018	16-Mar-2018	
10-5-7017300-0336	CONTRACTED SERVICES				80.34
CUL391 CULLIGAN WATER					
1015180	COOLER RENTALS	325	28-Feb-2018	28-Feb-2018	
10-5-7017300-0336	CONTRACTED SERVICES				81.24
JAC351 JACK SMITH FUELS LTD					
IN317894	EXTENDED LIFE ANTIFREEZE	325	27-Feb-2018	27-Feb-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				939.60
IN318463	EXTENDED LIFE ANTIFREEZE 50/50	357	08-Mar-2018	08-Mar-2018	
10-5-7017300-0331	REFRIGERATION MAINTENANCE				1,593.30
MAL256 MALDEN AUTOMOTIVE					
5294-164892	ENGINE OIL & ADDITIVE FOR RS-3	326	07-Mar-2018	07-Mar-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				42.45
5294-165111	ENGINE OIL FOR # FM-3	352	13-Mar-2018	13-Mar-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				51.28
MET052 METRO KING PEST CONTROL INC.					
2135	MONTHLY SERVICES AT VARIOUS LOCATIONS	326	31-Jan-2018	31-Jan-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				45.20
10-5-7017300-0317	BUILDING MAINTENANCE				28.25
MIC117 MICHELIN NORTH AMERICA (CANADA) INC c/o					
DA0006458984	HAD TWO NEW TIRES MOUNTED ON # FM-4	352	08-Mar-2018	08-Mar-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				607.04
SOB083 SOBEYS AMHERSTBURG					
FEBRUARY 20	FEBRUARY 2018 PURCHASES	325	28-Feb-2018	28-Feb-2018	
10-5-7017300-0384	CANTEEN PURCHASES Bus&Dev				68.04
THR251 THRASHER SALES & LEASING LTD					
223690	PURGED THE AIR FROM THE BRAKE SYSTEM # FM-4	326	07-Mar-2018	07-Mar-2018	
10-5-7017300-0402	VEHICLE & EQUIPMENT MTCE.				55.94
WIG035 WIGLE HOME HARDWARE BUILDING CENTRE					
116644	ADAPTER, GLV INSERT	357	20-Mar-2018	20-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				3.72
116655	PLUMBING SUPPLIES	359	21-Mar-2018	21-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				18.07
116660	PLUMBING SUPPLIES RETURNED	359	21-Mar-2018	21-Mar-2018	
10-5-7017300-0317	BUILDING MAINTENANCE				-18.07
WIN270 WINDSOR DISPOSAL SERVICES LTD					
0000882554	CARDBOARD COLLECTION	326	01-Mar-2018	01-Mar-2018	
10-5-7017300-0336	CONTRACTED SERVICES				68.76
Department Totals :					3,986.52

DEPARTMENT 8010000 PLANNING					
MON183 MONARCH OFFICE SUPPLY LTD					
074992	FEBRUARY 2018 PURCHASES	325	27-Feb-2018	27-Feb-2018	
10-5-8010000-0301	OFFICE SUPPLIES				287.27

Council/Board Report By Dept-(Computer)



Vendor : 001 To ZUL180
 Batch : All
 Department : All

Cheque Print Date : 14-Mar-2018 To 31-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 8010000 PLANNING					
MOU001 MOUSSEAU DELUCA McPHERSON PRINCE					
57006	LEGAL FEES	359	28-Feb-2018	28-Feb-2018	
10-5-8010000-0325	LEGAL FEES				2,138.81
57042	LEGAL FEES	359	28-Feb-2018	28-Feb-2018	
10-5-8010000-0325	LEGAL FEES				339.00
NJP045 N.J. PERALTA ENGINEERING LTD					
17-263	PLANNING CHARGE REIMBURSEMENT (DEC 22, 2017)	357	22-Mar-2018	22-Mar-2018	
10-4-8010000-1910	PLANNING - OTHER FEES				4,186.65
SAN788 SANTERRA STONECRAFT					
ZBA/13/18	PLANNING DEPOSIT REIMBURSEMENT	352	22-Mar-2018	22-Mar-2018	
10-4-8010000-1910	PLANNING - OTHER FEES				2,000.00
Department Totals :					8,951.73

DEPARTMENT 8020000 TOURISM VISITOR INFORMATION CENTRE					
MON183 MONARCH OFFICE SUPPLY LTD					
074992	FEBRUARY 2018 PURCHASES	325	27-Feb-2018	27-Feb-2018	
10-5-8020000-0301	OFFICE SUPPLIES				-270.10
RTT067 RIVER TOWN TIMES					
00095418	ADVERTISING	352	18-Mar-2018	18-Mar-2018	
10-5-8020000-0307	ADVERTISING				83.90
Department Totals :					-186.20

Computer Paid Total : 451,013.01

TOWN OF AMHERSTBURG
 Council/Board Report By Dept-(EFT)



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 14-Mar-2018 To 31-Mar-2018
 Bank : 1 To 99
 Class : All

Vendor Code Invoice No.	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0000000 GENERAL					
AMH19 AMHERSTBURG PAYROLL~TOWN OF					
PP#11-2018	PP#11-2018 PAYROLL TAXES	332	15-Mar-2018	15-Mar-2018	
10-1-0000000-0302	WFCU-PAYROLL 6429187				127,518.94
PP#12-2018	PP#12-2018 PAYROLL TRANSFER	353	22-Mar-2018	22-Mar-2018	
10-1-0000000-0302	WFCU-PAYROLL 6429187				127,340.01
BEL03 BELL MOBILITY INC.					
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
80-5-0000000-0345	CELL PHONE				30.06
REC04 RECEIVER GENERAL					
PP#2018-11 FU	PP#2018-11 FULL TIME EMPLOYEE PAYROLL TAXES	331	15-Mar-2018	15-Mar-2018	
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				7,067.87
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				36,484.20
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				16,916.10
PP#2018-11 PAI	PP#2018-11 PART TIME PAYROLL TAXES	331	15-Mar-2018	15-Mar-2018	
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				1,835.36
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				3,502.65
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				944.45



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 14-Mar-2018 To 31-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 000000 GENERAL					
PP#2018-12 FU	PP#2018-12 FULL TIME PAYROLL TAXES	354	22-Mar-2018	22-Mar-2018	
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				7,036.58
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				16,837.58
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				36,272.64
PP#2018-12 PA	PP#2018-12 PART TIME PAYROLL TAXES	354	22-Mar-2018	22-Mar-2018	
10-2-0000000-1141	A/P - PAYROLL DED. - INC.				3,819.70
10-2-0000000-1142	A/P - PAYROLL DED. - CPP				1,913.14
10-2-0000000-1143	A/P - PAYROLL DED. - E.I.				978.53
Department Totals :					388,497.81
<hr/>					
DEPARTMENT 1001010 COUNCIL					
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-1001010-0345	COUNCIL - CELL PHONE EXPENSE				25.98
Department Totals :					25.98
<hr/>					
DEPARTMENT 1001021 TREASURY					
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-1001021-0345	CELL PHONE EXPENSE - TREASURY				86.18
Department Totals :					86.18
<hr/>					
DEPARTMENT 1001022 CLERKS					
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-1001022-0345	CELL PHONE EXPENSE - CLERKS				120.56
Department Totals :					120.56
<hr/>					
DEPARTMENT 1001023 C.A.O.					
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-1001023-0345	CELL PHONE				179.76
Department Totals :					179.76
<hr/>					
DEPARTMENT 1001024 HUMAN RESOURCES					
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-1001024-0345	CELL PHONE				217.61
Department Totals :					217.61
<hr/>					
DEPARTMENT 1001025 INFORMATION TECHNOLOGY					
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-1001025-0332	INTERNET ACCESS				307.91
10-5-1001025-0345	CELL PHONE				163.92
Department Totals :					471.83
<hr/>					
DEPARTMENT 2010000 FIRE DEPARTMENT					
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-2010000-0345	FIRE - CELL PHONE EXPENSE				265.40



Vendor : 001 To ZUL180

Batch : All

Department : All

EFT Paid Date : 14-Mar-2018 To 31-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 2010000	FIRE DEPARTMENT				
Department Totals :					265.40
DEPARTMENT 2020000	POLICE DEPARTMENT				
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE		336 06-Mar-2018	06-Mar-2018	
10-5-2020000-0406	GPS COMMUNICATION				103.38
10-5-2020000-0315	TELEPHONE				579.08
10-5-2020000-0332	INTERNET ACCESS				17.23
UNI01	UNION GAS LTD				
FEB 2018	FEBRUARY 2018 MONTHLY CHARGES		283 28-Feb-2018	28-Feb-2018	
10-5-2020000-0316	UTILITIES - POLICE DEPT				505.46
Department Totals :					1,205.15
DEPARTMENT 2043010	BUILDING DEPARTMENT				
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE		336 06-Mar-2018	06-Mar-2018	
10-5-2043010-0345	BLDG. - CELL PHONE EXPENSE				57.09
Department Totals :					57.09
DEPARTMENT 2043015	LICENSING AND ENFORCEMENT				
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE		336 06-Mar-2018	06-Mar-2018	
10-5-2043015-0345	BY-LAW ENF. - CELL PHONE EXPENSE				65.86
10-5-2043015-0345	BY-LAW ENF. - CELL PHONE EXPENSE				39.55
Department Totals :					105.41
DEPARTMENT 3010000	PUBLIC WORKS				
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE		336 06-Mar-2018	06-Mar-2018	
10-5-3010000-0345	P.W. - CELL PHONE EXPENSE				343.39
Department Totals :					343.39
DEPARTMENT 4017740	AMHERSTBURG SEWERS				
UNI01	UNION GAS LTD				
FEB 2018	FEBRUARY 2018 MONTHLY CHARGES		283 28-Feb-2018	28-Feb-2018	
10-5-4017740-0316	UTILITIES - SEWERS				3,603.98
Department Totals :					3,603.98
DEPARTMENT 4017755	MCLEOD SBR SEWER				
UNI01	UNION GAS LTD				
FEB 2018	FEBRUARY 2018 MONTHLY CHARGES		283 28-Feb-2018	28-Feb-2018	
10-5-4017755-0316	UTILITIES				398.26
Department Totals :					398.26
DEPARTMENT 7010000	PARKS AND RECREATION PROGRAMMING				
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE		336 06-Mar-2018	06-Mar-2018	
10-5-7010000-0345	CELL PHONE EXPENSE				57.64
PEP01	PEPSI BOTTLING GROUP (CANADA) CO				
30057203	CONCESSION PURCHASE		255 21-Feb-2018	21-Feb-2018	
10-5-7010000-0384	CONCESSION PRODUCT				560.83



Vendor : 001 To ZUL180
 Batch : All
 Department : All

EFT Paid Date : 14-Mar-2018 To 31-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 7010000	PARKS AND RECREATION PROGRAMMING				
Department Totals :					618.47

DEPARTMENT 7017000	PARKS MAINTENANCE				
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-7017000-0345	CELL PHONE EXPENSE - PARKS MAINTENANCE				51.98
Department Totals :					51.98

DEPARTMENT 7017002	FACILITIES				
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-7017002-0345	CELL PHONE				120.36
UNI01	UNION GAS LTD				
FEB 2018	FEBRUARY 2018 MONTHLY CHARGES	283	28-Feb-2018	28-Feb-2018	
10-5-7017002-0316	KNYP FACILITIES - UTILITIES				148.30
10-5-7017002-0316	PWD FACILITIES - UTILITIES				1,896.23
10-5-7017002-0316	PWD FACILITIES - UTILITIES				779.41
10-5-7017002-0316	FIREDP FACILITIES - UTILITIES				349.66
10-5-7017002-0316	MALCOM FACILITIES - UTILITIES				23.73
10-5-7017002-0316	PARKDT FACILITIES - UTILITIES				57.44
10-5-7017002-0316	ACS FACILITIES - UTILITIES				198.80
10-5-7017002-0316	GORDOI FACILITIES - UTILITIES				412.00
10-5-7017002-0316	SCOUT FACILITIES - UTILITIES				249.03
10-5-7017002-0316	TOWN FACILITIES - UTILITIES				851.44
10-5-7017002-0316	TOWN FACILITIES - UTILITIES				445.38
10-5-7017002-0316	FIRE FACILITIES - UTILITIES				445.37
10-5-7017002-0316	PWD FACILITIES - UTILITIES				312.25
10-5-7017002-0316	TOWN FACILITIES - UTILITIES				204.01
10-5-7017002-0316	FIRE FACILITIES - UTILITIES				204.00
Department Totals :					6,697.41

DEPARTMENT 7017300	LIBRO				
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-7017300-0345	CELL PHONE - ARENA				57.64
UNI01	UNION GAS LTD				
FEB 2018	FEBRUARY 2018 MONTHLY CHARGES	283	28-Feb-2018	28-Feb-2018	
10-5-7017300-0316	UTILITIES				9,897.98
Department Totals :					9,955.62

DEPARTMENT 8010000	PLANNING				
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-8010000-0345	CELL PHONE				166.97
Department Totals :					166.97

DEPARTMENT 8020000	TOURISM VISITOR INFORMATION CENTRE				
BEL03	BELL MOBILITY INC.				
MAR 2018	MARCH 2018 USAGE	336	06-Mar-2018	06-Mar-2018	
10-5-8020000-0345	CELL PHONE				161.71
Department Totals :					161.71



Vendor : 001 To ZUL180

Batch : All

Department : All

EFT Paid Date : 14-Mar-2018 To 31-Mar-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

EFT Paid Total : 413,230.57

Total Unpaid for Approval :	0.00
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	451,013.01
Total EFT Paid for Approval :	413,230.57
Grand Total ITEMS for Approval :	<u>864,243.58</u>

Jeannine Quenneville, directrice
Christian K. Ngongo, directeur adjoint

Amherstburg, Wednesday February 7th 2018

Dear Sir or Madam,

The goal of this letter is to request financial support for a very special opportunity that has been granted to a group of grade 7 and 8 students from St-Jean-Baptiste school in Amherstburg.

In October of 2017, the grade 7 and 8 students applied for an exchange trip supported by l'Association Canadienne d'éducation en langue française (ACELF). In order to be awarded this opportunity, the students demonstrated their passion for their language, but most especially the cultural richness of their town. Amherstburg is indeed the location of one of the oldest French establishments west of Montreal dating back to the 1700's. Once known as a Fort Malden, Amherstburg continues to flourish and grow supported by the French community. The students learned that they had won this exchange trip in November and are twinned up with a small community from Sainte-Marie-Saint-Raphaël, New Brunswick.

The children from Amherstburg will be staying with the families from l'école l'Étincelle in June of 2018. Their counterparts will be staying in Amherstburg from April 5th to the 13th, 2018. Once we welcome our Francophone friends from New Brunswick, the activities that we share are at our expense. ACELF pays for the flights for the children but we are expected to cover all costs associated with any activities we do once they come here. In order to fully share our cultural diversity present in the southwest of Ontario, we have planned amongst other things, a historical tour of the area and a day trip to Point-Pelee. We would also like to allow the children to experience one of the Wonders of the World that is in close proximity, Niagara Falls and the Welland Canal.

Being that the group of students from École St-Jean-Baptiste numbers 19 students and that we will be adding the 23 students from Sainte-Marie-Saint-Raphaël as well as the adult supervisors, the costs associated with these activities are very high. The cost of the bus alone for the historical day trip is over \$800.00. It is for this reason that we ask you to please help us financially to cover the costs of these enriching activities. Any donation amount would be greatly appreciated and tax receipts are available for donations of more than 20\$. Please make cheques payable to École St-Jean-Baptiste. Your generosity will help the students from Amherstburg as well as from New Brunswick live an unforgettable educational experience.

Thank you in advance for your support,



J. Quenneville
Principal



J.C. Laudenbach
grade 8 teacher



C. Nelson
grade 7 teacher



The Corporation of The Town of Amherstburg

March 21, 2018

Dear Mayor and Members of Town Council,

At its meeting on January 17, 2018, the Amherstburg Accessibility Advisory Committee discussed the Town of Amherstburg's program for Sidewalk Winter Control. The Committee appreciates all the hard work from Town staff who ensured that the sidewalks were clear for residents with limited mobility or who require the use of a walking aid or wheelchair.

Thank you for recognizing the need to ensure sidewalks are accessible to everyone during the winter months.

Sincerely,

The Amherstburg Accessibility Advisory Committee

Bill Whittall – Chair

Ken Houston – Co-Chair

Angela Kelly

Andy Bolley

Justine Silvaggio

Marie Allen

Councillor Rick Fryer

Staff Liaison – Dawne Homenuik

Town of Amherstburg, Mayor and Council
c/o Aldo DiCarlo
271 Sandwich Street S.
Amherstburg, ON
N9V 2A5

March 28, 2018

Mayor DiCarlo,

I wanted to send along a personal thank you to the team that we worked along with on our project at the Kingdom Hall of Jehovah's Witnesses at 121 Lowes Sideroad, Amherstburg, ON.

Our experiences with those we have dealt with was both professional and courteous and we are truly grateful for the opportunity to work with such talented and understanding individuals. Our teams of volunteers have worked extremely hard and as a result of such efforts, along with your wonderful support, we will have beautiful plans and soon a final product which will bring continued joy to those in the community.

I wanted to take a moment to let the Town know that I am grateful for this experience and for the continued support from staff. Please pass along our thanks to all who had a part including; Rebecca Belanger, Janine Mastronardi, Angelo Avolio and those working with them.

This project is an example of how our work is organized and accomplished in Ontario, Canada and in other lands. More information about Jehovah's Witnesses can be found at www.jw.org.

Once again, we would like to thank all of the support staff who assisted us in completing the planning portion of our project.

Regards,


Lawrence Beatty



VIA EMAIL ONLY

March 21, 2018

The Corporation of the Town of Amherstburg
c/o Paula Parker, Municipal Clerk
271 Sandwich Street South
Amherstburg, Ontario N9V 2A5
Email: pparker@amherstburg.ca

Mayor DiCarlo and Members of Council:

Re: Cannabis – Production Facilities for Medical Purposes and Legalization

On behalf of the Greater Essex County District School Board (GECDSB) we are aware of the following:

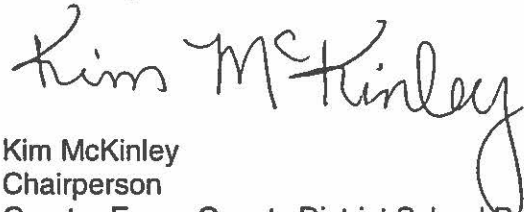
- The Government of Canada recently passed Regulation SOR/2016-230, known as Access to Cannabis for Medical Purposes Regulations under the *Controlled Drugs and Substances Act*;
- The Government of Canada is still considering Bill C-45, an Act Respecting Cannabis and amending the Controlled Drugs and Substances Act, the Criminal Code and other Acts; and
- The Government of Ontario has passed Bill 174, being an Act to Enact the Cannabis Act, 2017, the Ontario Cannabis Retail Corporation Act, 2017 and the Smoke-free Ontario Act, 2017, to repeal two acts and to make amendments to the Highway Traffic Act respecting Alcohol, Drugs and Other Matters.

We also appreciate that municipalities have authority over land use regulation and have the power to prohibit and regulate certain uses through their prospective zoning by-law(s), pursuant to the *Planning Act*. We are writing to urge your municipality to consider creating the following:

1. Land use controls related to cannabis production facilities for medical purposes, in order to limit the proximity to school facilities;
2. Land use controls related to cannabis retail stores, in order to limit the proximity to school facilities; and
3. A process to inform school boards of any potential sites.

Please do not hesitate to contact me if you have any questions or concerns on the above.

Yours truly,



Kim McKinley
Chairperson
Greater Essex County District School Board
451 Park Street West, PO Box 210
Windsor, Ontario N9A 6K1
Telephone: (519) 972-1035
Email: kim.mckinley@publicboard.ca



March 22, 2018

Dear Mayor and Council

This year, the Town of Essex Arts, Culture and Tourism (ACT) Committee is once again celebrating local art and we're reaching out to our neighbouring municipalities seeking support for our Arts Excellence Awards initiative.

The arts are an important part of any community. Not only do artists contribute to the local economy, they also make our communities more vibrant and livable. These awards will highlight and celebrate local artists who help to better our communities.

We are calling for submissions of original work from artists and artisans who live, or attend school, in any of the seven municipalities in the County of Essex. The top three submissions (as judged by a panel of experts) will receive cash prizes and be recognized at the Essex Fun Festival (July 5th to July 8th) with exhibition and a second showing July 25 during Explore the Shore at the Colchester Community Centre. Work can be submitted in person or online, and must be made by May 28, 2018.

The ACT Committee seeks the support of your Council, Arts Committees, and citizens in sharing the Arts Excellence Award information. A copy of the call for submissions and related documents is attached and available for viewing at www.essex.ca/ArtAwards.

Thank you for your time and we look forward to celebrating and supporting local art with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cynthia Cakebread".

Cynthia Cakebread
Manager, Recreation and Culture
Town of Essex



- CC. Town of Amherstburg
- Town of Kingsville
- Town of Lakeshore
- Town of Lasalle
- Town of Leamington
- Town of Tecumseh



RECEIVED
MAR 15 2018
Town of Amherstburg

February 1, 2018

Association of Municipalities of Ontario (AMO)
200 University Avenue, Suite 801
Toronto, Ontario M5H 3C6
Email: amo@amo.on.ca

Rural Ontario Municipal Association
200 University Avenue, Suite 800
Toronto, Ontario M5H 3C6
Email: roma@roma.on.ca

Ontario Municipalities

Re: Offering School Property to Municipalities

Dear Sir/Madam,

At its regular council meeting of January 15, 2018, Essex Town Council discussed the ongoing issue of school closures throughout Ontario. These school closures in many cases result in properties that are left as vacant and unused for substantial periods of time and this often results in properties that not only become eyesores for the affected communities but as well often have further negative impacts on the social and economic development of that community and its municipality.

Many municipalities might be interested in purchasing these properties for development and sustainment as a hub in their community. However the feasibility of this certainly becomes more daunting and for some municipalities even impossible when municipalities that are interested in purchasing must first (pursuant to current regulations) purchase these properties at fair market value with taxpayer dollars and then may need to spend further taxpayer monies in order to retrofit and/or remediate the building (s) on these properties.

Given the fact that these properties were already originally purchased and developed into schools using taxpayer dollars we ask that consideration be given to the fact that the taxpayers should not again have to purchase these properties at fair market value if the intent



is for the particular Municipality to develop and/or sustain these properties for the betterment of its community.

As a result of the discussion the following resolution was passed by Essex Town Council at its January 15, 2018 regular meeting:

Moved by Councillor Bondy
Seconded by Councillor Voakes

(R18-01-013) That the Town of Essex send a request to the Association of Municipalities of Ontario (AMO), ROMA and all other municipalities in Ontario requesting that when schools boards make decisions to close schools, that they have to offer the building to the local municipality for a dollar.

Carried

Council believes that providing the opportunity to purchase the buildings for a dollar would give municipalities a meaningful opportunity to ensure that these properties remain a key hub for social and economic development in their respective communities.

Should you have any questions or comments regarding this matter, please feel free to contact the undersigned.

Yours truly,

A handwritten signature in black ink, appearing to read "Robert Auger".

Robert Auger, L.L.B.
Clerk, Legal and Legislative Services
Town of Essex
Email: rauger@essex.ca

RA/lm

AMHERSTBURG COMMITTEE OF ADJUSTMENT

Minutes of a meeting of the Amherstburg Committee of Adjustment held Tuesday, November 28, 2017 at 7:30 a.m. in the Council Chambers.

Present: D. Cozens, 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 by D. Shaw

That the Committee move approval of the minutes held October 31, 2017 as modified and corrected.

-carried-

APPLICATIONS

- (1) **B/20/17** Eugene & Jeanette Bezaire
3794 Concession 3 N
3729-500-000-01000

Public in Attendance: Richard Bezaire, Raymond Bastien

The applicant is proposing to sever a parcel of land being 180 ft frontage by 255 ft irregular depth with an area of 1 acre ± which includes a single detached dwelling and one (1) accessory structure which are surplus to the needs of the farming operation. The remaining parcel being 680 ft frontage by 2220 ft irregular depth with an area of 48.5 acres ± is vacant agricultural land.

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 circulated:

- (i) Letter dated November 22, 2017 from the Essex Region Conservation Authority - The western portion of the retained parcel is 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 parcels falls within the regulated area of the Long Marsh Drain. The property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by the regulations. We have reviewed these applications with regards to the Natural Hazard Policies of the PPS, and Section 28 of the Conservation Authorities Act and have no objections.

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

The western portion of the retained parcel is within, and/or is adjacent to (within 120 metres of), a natural heritage feature that is identified as a significant wetland, the Canard River Marshes (ER 2), it is also identified as a significant woodland, significant valleyland, and is significant wildlife habitat under the Provincial Policy Statement (PPS, 2014).

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

Our information also indicates that the retained parcel may support habitat of endangered species and threatened species. As per Section 2.1.7 of the PPS 2014 – “Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.” It is the proponent’s responsibility to exercise due diligence in ensuring that all issues related to the provincial Endangered Species Act and its regulations have been addressed if any development is proposed within the natural heritage feature. Please find attached a Technical Memorandum that outlines the process for contacting the Ministry of Natural Resources and Forestry regarding the Endangered Species Act.

No objections to the application with respect to natural heritage policies.

- (ii) Email dated November 14, 2017 from the Public Works Department– Drainage apportionments required for the Long Marsh Drain.
- (iii) Planning Report dated November 13, 2017 from Rebecca Belanger.

Committee Discussion:

Richard Bezaire stated that he would be representing his parents and that the buyer is already confirmed for the farmland. Mr. Bezaire stated that the purchaser of the farmland is the neighbour Raymond Bastien, a farmer of several adjacent parcels. Mr. Bezaire stated that there is an old barn on the farm parcel to be severed from the early 1900’s that could be demolished and 5 acres of natural area. Mr. Beziare further stated that there is a steel barn on the proposed residential lands to be retained that is used as a shed for the tractor and a workshop. Mr. Bezaire also stated that the electrical service for the home is located within this shed. Mr. Bastien also addressed the Committee and advised that he resides at 3829 3rd Concession North. Member Shaw recommended that the farm parcel be serviced with its own bridge to the farm land as a condition and Mr. Bastien expressed a willingness to have a bridge installed to the farmland.

The following resolution was put forth:

Moved by D. Shaw
Seconded by A. Smith

That application B/20/17 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; an electronic and paper 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 a copy be provided to the municipality.
3. That all property taxes be paid in full.
4. That the retained farmland to be rezoned to ensure that no new dwelling units shall be permitted and the requirement for this non-development be registered against the title of the property.
5. That the applicant obtain a report from a certified designer/installer that the existing private septic system serving the surplus dwelling does not cross the property lines, that the system is in working order and that its operation will not be affected by the severance. Further the Chief Building Official or his designate is to be onsite for inspection purposes when the field investigation is conducted by the designer/installer.
6. That a minor variance be obtained from the provisions of Bylaw 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 hectares in an Agricultural (A) Zone regarding the retained farm parcel.
7. 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.
8. That an access bridge must be constructed to the property where one does not exist. If the access bridge 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 municipality.
9. 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/17/17 Eugene & Jeanette Bezaire
3794 Concession 3 N
3729-500-000-01000

Public in Attendance: Richard Bezaire, Raymond Bastien

The applicant is requesting relief from Zoning By-law 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 ha in an Agricultural (A) Zone. Subsequent to a severance from an existing 20.03 hectares (49.5 acres) parcel, the retained farm parcel will have an area of 19.63 hectares (48.5 acres). Therefore the amount of relief requested is 20.37 hectares (50.3 acres).

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 November 22, 2017 from the Essex Region Conservation Authority - The western portion of the retained parcel is 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 parcels falls within the regulated area of the Long Marsh Drain. The property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by the regulations. We have reviewed these applications with regards to the Natural Hazard Policies of the PPS, and Section 28 of the Conservation Authorities Act and have no objections.

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

The western portion of the retained parcel is within, and/or is adjacent to (within 120 metres of), a natural heritage feature that is identified as a significant wetland, the Canard River Marshes (ER 2), it is also identified as a significant woodland, significant valleyland, and is significant wildlife habitat under the Provincial Policy Statement (PPS, 2014).

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

Our information also indicates that the retained parcel may support habitat of endangered species and threatened species. As per Section 2.1.7 of the PPS 2014 – “Development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.” It is the proponent’s responsibility to exercise due diligence in ensuring that all issues related to the provincial Endangered Species Act and its regulations have been addressed if any development is proposed within the natural heritage feature. Please find attached a Technical Memorandum that outlines the process for contacting the Ministry of Natural Resources and Forestry regarding the Endangered Species Act.

No objections to the application with respect to natural heritage policies.

- (ii) Email dated November 14, 2017 from the Public Works Department- No Comments.
- (iii) Planning Report dated November 20, 2017 from Rebecca Belanger.

Committee Discussion:

The applicant presented the concept of the application. Mr. Bezaire advised that the purpose of the application is to recognize the reduction in the farm parcel size and that nothing else will change.

After a discussion the following resolution was put forth:

Moved by D. Shaw
Seconded by A. Smith

That application A/17/17 be approved.

- 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.

(3) **B/21/17** Wismer Brothers Ltd. & Darfarms Inc.
V/L Alma Street
3729-360-000-02001

Public in Attendance: Darwin Wismer, Matt Chappeau

The applicant is proposing to sever a parcel of land being 500 ft frontage by 754 ft depth with an area of 8.65 acres for the purpose of creating a new industrial lot, together with an easement in favour of the retained parcel over the severed lands, being approximately 500 ft wide by 20 ft depth at the North limit of the proposed severed lands, for drainage purposes. The proposed retained parcel being 743 ft frontage by 754 ft depth with an area of approximately 12.86 acres will remain vacant special industrial 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 November 22, 2017 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 November 14, 2017 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.
- (iii) Planning Report dated November 13, 2017 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 also stated that there is 150' remaining along Alma St. subject to the Alma waterline upgrade contribution and the planner acknowledged that was her understanding from Gerry Wismer as well.

The following resolution was put forth:

Moved by A. Smith

Seconded by S. Ducedre

That application B/21/17 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 prior to the issuance of building permits and as part of site plan control. 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. That the applicant pay \$24.29 per lineal foot for 148' of the subject severed lot, frontage fee for the Alma Street waterline upgrade to the satisfaction of the Municipality in accordance with the requirements of the By-law prior to the stamping of the deed.
8. 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.

(4) B/22/17

Julia Durham
5181 County Road 18
3729-630-000-02500

Public in Attendance: Richard Wolf and Julia Durham

The application is technical in nature in that no new residential lot is proposed but the location of an existing residential lot is proposed to be relocated. The applicant is proposing to sever a parcel of land being 171 ft frontage by 250 ft depth with an area of 1.09 acres for purposes of creating a residential lot. A previously severed lot from the subject parcel located at 5211 County Road 18 being 100 ft frontage and 190 ft depth with an area of 0.44 acres will merge back with the subject parcel essentially to shift the location of the existing residential lot.

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 November 22, 2017 from the Essex Region Conservation Authority – The most northern and southern 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 Ralph Atkinson Ong Drain and Ernest Paquette 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 have reviewed this application with regards to natural heritage policies of the PPS and Section 28 of the Conservation Authorities Act, and have no objections.

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 Consent.

- (ii) Email dated November 14, 2017 from the Public Works Department- Drainage apportionment required for the Ong Drain.
- (iii) Planning Report dated November 15, 2017 from Rebecca Belanger.

Committee Discussion:

The applicant's solicitor Richard Wolf presented the concept of the application which is the "swap" of the location of a residential lot. Mr. Wolf stated that the property history includes Ms. Durham purchasing the property in 2009 and last year 5211 County Road 18 became available so she purchased this parcel as well. Mr. Wolf stated that the applicant is asking for the land swap for a slightly larger parcel for drainage solutions for the new home, septic solutions for the existing home and that they are agreeable to the condition that the septic system is in proper working order. Member Prue questioned if the parcel can be the same size to meet the intent of the PPS regarding the concept of taking agricultural land out of production. Mr. Wolf stated that they could potentially re-size the lot. Member Shaw stated that it seems that someone wants to re-nig on an agreement that they have made since 2013 with the Town. Mr. Wolf stated that he believes that there are benefits to the Town, benefits for drainage and the tax base. Member Ducedre questioned whether anyone is residing at 5211 and Ms. Durham replied that the dwelling is not really habitable; she stated a willingness to demolish the dwelling quickly should the Committee approve the severance. Chairman Cozens stated that he would rather see the dwelling at 5181 County Road 18 removed as is required; this would create a continuous parcel that could be farmed as intended by the PPS. Member Shaw stated that neither of these residential areas is really going to become productive farm parcels again. There was a recommendation about reducing the depth of the lot to 200' and the applicant was agreeable. M. Prue stated that he could not move a motion, as it was his intention to vote against this application. S.Ducedre moved the motion of the application as presented along with additional condition to demolish all of the buildings within 90 days from the date of the next Committee of Adjustment Meeting. It was acknowledged that a minor variance would need to be presented by the applicant at the next Committee of Adjustment Meeting to seek relief from the yard provision for the brown building at 5181 County Road 18.

The following resolution was put forth:

Moved by S. Ducedre
Seconded by D. Shaw

That application B/22/17 be approved subject to the following conditions:

1. That a Reference Plan of the subject property (severed and retained lots) 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 a copy be provided to the municipality.
3. That all property taxes be paid in full.
4. That the applicant obtain a report from a certified designer/installer that the existing private septic system serving the dwelling on the severed parcel does

not cross the property lines, that the system is in working order and that its operation will not be affected by the severance.

5. That the dwelling unit and accessory buildings at 5211 County Rd 18 be demolished to the satisfaction of the Chief Building Official prior to the stamping of the deeds.
6. That a minor variance be obtained from the provisions of Bylaw 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 hectares in an Agricultural (A) Zone regarding the retained parcel.
7. That a minor variance be obtained from the provisions of By-law 1999-52, as amended, Section 26(3)(j)(vi) which requires an accessory building or structure be located not closer than 3 meters to any interior side yard or rear yard lot line on an undersized lot in the Agricultural (A) Zone regarding the severed parcel.
8. 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.
9. Prior to the stamping of deeds, the applicant shall provide evidence that the subject lot at 5211 County Road 18 proposed to be merged with the farm has either been completed by a consent process under the Planning Act or a PIN merger with satisfactory evidence to the municipality that these parcels have merged.
10. Demolition of all buildings at 5211 County Road 18 be completed by March 12, 2018.
11. 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-

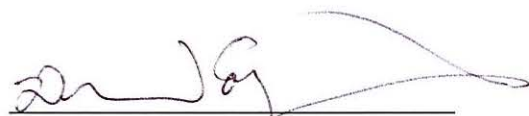
Reasons of Committee – There will be two dwellings only a short period of time and that the dwelling and accessory building at 5211 County Road 18 would be demolished prior to the stamping of the deeds within the next 90 days.

NEXT MEETING

The next meeting is scheduled for Tuesday, December 12, 2017 at 7:30 a.m.

ADJOURNMENT

The meeting adjourned at 9:10 am



Chairman- Dave Cozens



Secretary- Rebecca Belanger

AMHERSTBURG COMMITTEE OF ADJUSTMENT

Minutes of a meeting of the Amherstburg Committee of Adjustment held Tuesday, December 12, 2017 at 7:30 a.m. in the Council Chambers.

Present: D. Cozens, 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

A correction is required on page five, public in attendance was Darwin Wismer. A correction is required to the reasons for decision for file number B/22/17.

The Committee will be presented the amended minutes of the meeting held November 28, 2017, once they are modified and corrected, at the next committee meeting.

APPLICATIONS

- (1) **A/18/17** Julia Durham
c/o Richard Wolf, Agent
5241 County Road 18
3729-630-000-02500

Public in Attendance: Julia Durham, Richard Wolf

The applicant is requesting relief from Zoning By-law 1999-52, as amended, Section 26(3)(a)(i) which requires a minimum lot area of 40 ha in an Agricultural (A) Zone. Subsequent to a severance from an existing 13.67 hectares (33.79 acres) parcel the retained farm parcel will have an area of 13.23 hectares (32.7 acres). Therefore the amount of relief requested is 26.77 hectares (66.15 acres).

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 December 5, 2017 from the Essex Region Conservation Authority – The most northern and southern 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 Ernest Paquette 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 have reviewed this application with regards to natural heritage policies of the PPS and Section 28 of the Conservation Authorities Act, and have no objections.

- (i) Letter dated December 5, 2017 from the Essex Region Conservation Authority – The most northern and southern 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 Ralph Atkinson Ong Drain and Ernest Paquette 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 have reviewed this application with regards to natural heritage policies of the PPS and Section 28 of the Conservation Authorities Act, and have no objections.

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 December 3, 2017 from the Fire Department- No objections.
- (iii) Email dated December 4, 2017 from the Public Works Department- No concerns.
- (iv) Planning Report dated December 6, 2017 from Rebecca Belanger.

Committee Discussion:

The applicant presented the concept of the application. Mr. Wolf and Ms. Durham stated that the accessory building could come down if necessary but it is the preference that the building remain on-site. The Chairman questioned whether the building is the 100 year old chicken co-op. Ms. Durham stated that chicken co-op is the one with the silver roof in the air photo. Member Shaw questioned whether plows and tractors would have the ability to maneuver if the variance was granted. Ms. Durham stated that the farm equipment would be able to maneuver and that the building is a horse barn.

After a discussion the following resolution was put forth:

Moved by S. Ducedre
Seconded by D. Shaw

That application A/19/17 be approved.

- 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.

- (3) The Committee of Adjustment also received a report from the Planner regarding a request for a certificate of validation for Norm and Rose Jobin c/o Joseph Byrne. The associated application with the request for the certificate is Consent File B/1/16.

The Town is in receipt of a request from Joseph Byrne, Solicitor on behalf of Norman & Rose Jobin for a Certificate of Validation under Section 57 of the Planning Act, R.S.O.

1990, c.P. 13, for the property being Part of Lot 14, Concession 6, save an except Part 1 on 12R26513. It has come to light as Norman and Rose Jobin purchased the farmland in March of 2016 that there appeared to be an inadvertent contravention of the Planning Act, R.S.O. 1990, c.P. 13. The correspondence from Joseph Byrne identifies how the issue on title had occurred as Hector Bastien Sr. had originally owned the subject lands that the 3 acres of adjacent land to the south was conveyed from in 1975. Consequently, as Mr. Bastien Sr. owned the northerly abutting farmland PIN01550-0169 (now 0570) the conveyance was likely void by reason of Planning Act contravention.

Under Section 57 of the Planning Act a validation of title must meet the criteria set out under Subsection (6) and (7) of the Planning Act.

The criteria set out in O/Reg 144/95 are:

- (1) Conformity to the Official Plan;
- (2) Conformity to the Zoning By-law;
- (3) The absence of any ministerial order prohibiting the granting of a consent (there are no such orders concerning Amherstburg);
- (4) Conformity to the criteria set out in Section 51(24) of the Planning Act R.S.O. 1990, c.P. 13, for the subdivision of land.

The requested Certificate of Validation will not change any previous approvals but will allow clear title to convert the farm to Land Titles System as noted in the correspondence from Joseph Byrne.

A Certificate of Validation will provide clear title for the subject lands. We would therefore recommend approval of the Certificate of Validation in that the parcel satisfies the criteria set out in O/Reg 144/95 and there does not appear to have been any intent to avoid the provisions of the Planning Act, R.S.O. 1990, c.P. 13.

After a discussion the following resolution was put forth:

Moved by D. Shaw
Seconded by M. Prue

That the certificate of validation be approved pending direction and approval by the Town's Solicitor.

- carried-

Reasons of Committee - The request for the certificate has met the criteria as established by the Planning Act.

NEXT MEETING

The next meeting is scheduled for Tuesday, January 30, 2018 at 7:30 a.m.

ADJOURNMENT

The meeting adjourned at 8:06 am



Chairman- Dave Cozens



Secretary- Rebecca Belanger

COMMITTEE OF COUNCIL
Regular Co-An Park Committee – Minutes

MEETING OF January 16, 2018

The regular meeting for the Co-An Park Committee was held Wednesday January 16, 2018 at

5:30 PM at the McGregor Library located at 9571 Walker Rd. McGregor, Ontario. The chairman

Christine McAgy to call the meeting to order and welcome members and guests.

1. Roll Call

Tina McAgy, Town of Essex, Chairman

Jim Meloche, Town of Essex, Vice Chairman

Richard Meloche, Deputy Mayor, Town of Essex

Leo Meloche, Councilor, Town of Amherstburg

Chris Drew, Town of Amherstburg

Joanne Bissonnette, Recording Secretary and Treasurer

Murray Sellars, Town of Amherstburg

Absent;

Jonathan Little, Town of Essex

2. Meeting Called to Order

Tina McAgy, Chairman of the Co-An Park Committee called the meeting to order

3. Declarations of Conflict of Interest

Jim Meloche noted a conflict of interest with item 8 (ii) 2018 Concession Stand

4. Adoption of Published Agenda

a) January 16, 2018 Regular Co-An Park Committee Meeting Agenda

Moved by Leo Meloche

Seconded by Chris Drew

(CAP-2018-01-01) That the published agenda for January 16, 2018 Regular Co-An Park Committee meeting be adopted as presented. Carried

5. Minutes

a) November 8, 2017 Co-An Park Committee Regular Meeting Minutes

Moved by Richard Meloche

Seconded by Jim Meloche

(CAP-2018-01-02) That the minutes of the Regular Meeting for the Co-An Park held November 8,

2017 be adopted as presented. Carried

6. Costing Report

i) Costing report / 2018 Budget

Deferred until next meeting; concession stand must be addressed before budget can be approved.

7. New Business

i) Park rental fees

Moved by Leo Meloche

Seconded by Jim Meloche

(CAP-2018-01-03) That increases to rates and non-refundable rates as discussed; outlined in

schedule below be implemented beginning in the 2018 season. Carried

Co-An Park	
2018 RATES	
FAMILY EVENTS	
\$125.00	\$100 Non-refundable (if cancelled within 60 days of event) deposit required and due with signed contract
(includes non-refundable and refundable deposit	Includes \$25 refundable security deposit if no damage & clean Balance of payment due 30 days prior to event

fees)	
	Baseball may be scheduled during event
	PAL Insurance/LCBO permit required if applicable
	\$5M Liability insurance required naming: Co-An Park, Corp of Town of Essex, & Corp Town of Amherstburg as additional insured
	Extra \$100 to rent outdoor heaters incl propane, <u>plus</u> \$100 security deposit
	Extra \$75 to rent cooler
	Extra \$50 (Waste pick up fee) for Pig Roasts
JACK N JILLS	
\$450.00	\$100 Non-refundable (if cancelled within 60 days of event) deposit required due with signed contract
(includes non-refundable and refundable deposit fees)	Balance of payment due 30 days prior to event
	Use of pavilion one baseball diamond
	\$5M Liability insurance required naming: Co-An Park, Corp of Town of Essex, & Corp Town of Amherstburg as additional insured
	LCBO permit required/PAL Insurance required
	Includes Walk-in-cooler
	Baseball may be scheduled during event
	Extra \$100 to rent outdoor heaters incl propane, plus \$100 security deposit
	Includes \$50 refundable security deposit if no damage & clean
	No games with broken glass, no staples, no fire pits, no camping
	Extra \$50 (Waste pick up fee) for Pig Roasts
BASEBALL TOURNAMENTS	
\$125 per day	\$100 Non-refundable (if cancelled within 90 days of event) deposit required per day; due with signed contract
(includes non-refundable deposit fees)	Balance of payment due 30 days prior to event
	\$5M Liability insurance required naming;
	Co-An Park, Corp Town of Essex & Corp Town of Amherstburg as additional insured
	LCBO permit required
	Co-An park have all food rights
	Extra \$75 use of Walk in Cooler
	Extra \$10 per diamond to set up, chalk bases /
	Extra \$50 use of park bases
	Extra \$100 to rent outdoor heaters incl propane, <u>plus</u> \$100 security deposit
	Extra \$25 per day for use of Dia#3 Lights
<u>Special Rates</u>	

free of charge subject to approval	School functions & Alhambra - park rental will continue to be no charge
\$125.00	Essex Gas & Steam Engine/Country Music Jamboree-park rental fee \$125 to be charged
\$11.00 per player/per league	User Fee baseball
\$5.00 per diamond/per game	Chalking diamonds
\$5.00 per diamond/per game	base set up on diamonds

ii) User Fees for 2019 Season

Moved by Leo Meloche

Seconded by Jim Meloche

(CAP-2018-01-04) That it is the 2014-2018 Co-An Committee recommendation to increase User

Fee rates across the board from \$11 to \$12 per player beginning in the 2019 season.
Carried

8. Old Business

i) Capital Purchase for 2018 season

Two (2) Used pre-assembled bleachers \$2245 plus freight plus HST – Approximate cost

will be \$2662 each; Call to verify these items are still available and order as discussed.

ii) Concession Stand

Discussion took place; the Co-An Committee have decided to seek a third party proposal for Operation of the concession stand, to be advertised in local newspapers.

Moved by Chris Drew

Seconded by Leo Meloche

(CAP-2018-01-05) That the Co-An committee seek a third party proposal on a one (1) year probation period with the option to renew at a Lease rate of NIL dollars for trial period in

regards to the Operations of the Co-An Park concession stand; all food rights per RFP.
Carried

iii) Town of Essex Capital Budget 2018-2022 - verses - Co-An 5 Year Plan

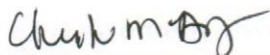
Co-An 5 year plan reviewed and to be forwarded to both towns to aid Councilors in
accessing and budgeting for future growth to the Co-An Park; the Town of Essex
2019

budget is to be set January 21, 2018. Town of Essex has approved \$400,000 to
acquire

land for new fire hall; near park would serve a duo purpose – new land for soccer,
parking, washrooms; Town of Amherstburg also reviewing their fire hall situation.

10. Adjournment

Meeting adjourned 7:00 pm



Christine McAgy – Chairman



Joanne Bissonnette - Secretary Treasurer

**Co-An Park
5 Year Forecast**

Category	Description of Requirements	Estimated Expense	Projected Capital Monetary Requirements					Beyond 2023
			2018	2019	2020	2021	2022	
Buildings								
Roofs - All Bldgs	Roof surface needs paint	\$ 33,000		\$ 16,500	\$ 16,500			
Office	Flooring							
Pavilion	Tarp System	\$ 12,000	\$12,000					
Washrooms	Update walls, ceiling							
Equipment								
Concession Equipment	Picnic tables	\$ 12,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	
Concession Equipment	Indoor fridges	\$ 5,000		\$ 2,500		\$ 2,500		
Concession Upgrade	Facility upgrade - flooring, windows, doors, cabinets	\$ 30,000				\$ 10,000	\$ 10,000	\$ 10,000
Ground Maintenance Equipment	Wagon	\$ 1,000	\$ 1,000					
Office Equipment	Cabinets, chairs, tables	\$ 2,500			\$ 2,500			
Pavilion	New Walk in cooler	\$ 5,000			\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250
Pavilion Area	Security System/Cameras	\$ 6,000		\$ 6,000				
Lawn Tractor	Replace current lawn tractor	\$ 4,000			\$ 4,000			
Top Dresser	Replace teeth on top dresser	\$ 1,755	\$ 1,755					
Air Compressor	Air compressor	\$ 1,000	\$ 1,000					
Parking Lot, Fencing, Lighting								
Lighting in Parking Lot/pavilion	Improved lighting to LED	\$ 10,000		\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 6,000
Parking Lot(s)	Additional stone	\$ 1,125	\$ 1,125					
Sidewalks, Walkways	Pathway - needs rubberized surface	\$ 7,500	\$ 2,500		\$ 2,500		\$ 2,500	
Gas Tank	New Diesel tank & Pump	\$ 625	\$ 625					
Perimeter Fencing	Replace Western perimeter fence and entrance fence	\$ 50,000		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Property (Grounds)								
Baseball Diamonds	New Bleachers - 3 diamonds left	\$ 9,115	\$ 6,015	\$ 3,100				
Baseball Diamonds	Lights on Diamond #1	\$ 100,000					\$ 100,000	
Baseball Diamonds	Replace lights/towers on Dia#3	\$ 30,000		\$ 30,000				
Baseball Diamonds	Top Dressing for diamonds (Red Clay) Annually	\$ 25,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
Baseball Diamonds	Dug Outs (6 Diamonds)	\$ 55,000		\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
Recreational Equipment	Basket ball court/Floor Hockey court	\$ 50,000		\$ 50,000				
Tennis Courts	Upgrade court surface	\$ 25,000					\$ 25,000	
Other								
Parking Lot(s)	Pave Parking Lot, painted lines	\$ 440,000						\$ 440,000
New Land for Soccer	Land purchase, site preparation	\$ 300,000		\$ 150,000	\$ 150,000			
Soccer field	New fields, washrooms, parking	\$ 150,000				\$ 50,000	\$ 50,000	\$ 50,000
Splash Pad/Change Rooms	Splash Pad/Change Rooms	\$ 350,000		\$ 150,000	\$ 150,000	\$ 50,000		
Pylon Sign	New Road sign	\$ 30,000		\$ 30,000				
New Playground Structure	Playground /Senior activity area	\$ 200,000					\$ 25,000	\$ 175,000
Total Forecasted Capital Requirement		\$ 1,947,120	\$33,520	\$ 467,600	\$ 356,250	\$ 143,250	\$ 243,250	\$ 703,250

Capital allotted for projects in 2018

Balance Capital Funding previous years - Town of Amherstburg	\$ 1,760
Balance Capital Funding previous years - Town of Essex	\$ 1,760
2018 Capital funding Town of Essex	\$ 15,000
2018 Capital funding -Town of Amherstburg	\$ 15,000

Total Capital Available for 2018 Projects **\$ 33,520**

Amherstburg Accessibility Advisory Committee

March 21, 2018 at 4:30 p.m.
Town Hall – Board Room

MINUTES

PRESENT

Bill Whittall, Chair
Ken Houston, Co-Chair
Andrew Bolley
Angela Kelly
Marie Allen
Councillor Rick Fryer

Staff Liaison - Dawne Homenuik

ABSENT

Justine Silvaggio

CALL TO ORDER

The Chair called the meeting to order at 4:39 p.m.

DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

There were no disclosures of pecuniary interests noted.

ACCEPTANCE OF AGENDA

Moved by: Andy Bolley
Seconded by: Angela Kelly

That there are no required changes and the agenda BE ACCEPTED as presented.

The Chair put the Motion.

Motion Carried

MINUTES OF PREVIOUS MEETING

Moved by: Rick Fryer
Seconded by: Andy Bolley

That the minutes of the meetings of the AAAC held on January 17, 2018 at 5:00 p.m. BE ADOPTED as printed and circulated (copy attached for reference), and further that the minutes be signed by the Chair or Co-Chair.

The Chair put the Motion.

Motion Carried

ORDER OF BUSINESS

1. Appreciation Letter for Council re: Winter Sidewalk Control

Andy Bolley moved, Ken Houston seconded:

To direct Dawne to send the appreciation letter to Council at the next Regular Council meeting.

The Chair put the Motion.

Motion Carried

2. Site Plan – 121 Lowes Sideroad

Dawne gave the site plan for 121 Lowes Sideroad to the committee members to view.

3. Site Plan – 140 Simcoe Street

Angela Kelly moved, Marie Allen seconded:

To direct Dawne to send notes regarding issues with the door accessibility (step up in to building, width of door, no automatic door opener) to John Miceli, Angelo Avolio and Rebecca Belanger.

The Chair put the Motion.

Motion Carried

4. RTT Ad

Marie Allen moved, Rick Fryer seconded.

To direct Dawne to create a Cerebral Palsy Awareness Month ad for the RTT.

The Chair put the Motion.

Motion Carried

UNFINISHED BUSINESS

1. Building audits

Dawne will send out outstanding audits e-mail to committee members.

Angela Kelly left at 4:56 pm.

2. Deborah Sattler and Debra Groen – attending May 16 meeting

Dawne informed the committee that Deborah Sattler and Debra Groen will be attending the May 16 committee meeting. At this time, Dawne also let the committee know that a representative from Tactile Vision Graphics will be attending the May 16 meeting to speak to the committee.

NEW BUSINESS

1. Honourable David C. Onley to review AODA

Dawne read e-mail to the committee regarding the Honourable David C. Onley conducting the third review of the Accessibility for Ontarians with Disabilities Act (AODA).

2. Tecumseh AAC Chair

Dawne offered to contact the Tecumseh AAC Chair in regards to attending the May 16 committee meeting.

3. Ken asked about the upcoming condominium development at the corner of Fort Street and Sandwich Street.

Andy Bolley moved, Ken Houston seconded:

To direct Dawne to e-mail Angelo Avolio, Rebecca Belanger and Janine Mastronardi regarding accessibility concerns (specifically an elevator) for the proposed condominium development at the corner of Fort Street and Sandwich Street.

The Chair put the Motion.

Motion Carried

NEXT MEETING DATE

May 16, 2018 at 4:30 p.m. Town Hall, Board Room

ADJOURNMENT

Moved by: Rick Fryer
Seconded by: Marie Allen

That the meeting adjourn at 5:07 p.m.

The Chair put the Motion.

Motion Carried

Chair – Bill Whittall

Secretary – Dawne Homenuik

Engineering and Public Works - Open Council Motions

UFB Item	Assigned to	Assigned date	Due Date	Councillors	MOTION	Dept Comments/Status
20160509-211	Antonietta Giofu	09-May-16		Pouget/Meloche	That Administration BE DIRECTED to bring back a report outlining the intended use of "multi-use" sidewalks and further to provide Council with clarification regarding bike regulations on sidewalks.	Administration compiling information for report. Completion planned for January 2018.

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 April 9, 2018

Assigned To	Date	Comments/ Anticipated Date of Completion	Description
Dawn Morencie, Antonietta Giofu	4/24/2017	Completion planned for January 2018.	Resolution # 20170424-684 That Administration BE DIRECTED to bring a report regarding the feasibility of implementing bike lanes on Sandwich Street.
Rebecca Belanger, Dawn Morencie, Mark Galvin	8/31/2017	Report is in draft form.	Resolution # 20170508-692 Meloche/Fryer 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.
Dawn Morencie	5/23/2017	CAO met with Roxanne Ouellette June 27th. Administration has contacted the Whelan family.	Resolution # 20170523-719 Pouget/Lavigne 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.
Annette Zahaluk, Dawn Morencie	06/12/2017	Awaiting completion of the Parks Master Plan	Resolution # 20170612-760 Pouget/Fryer Administration BE DIRECTED to plant a tree in honour of the Highway for Heroes.
Nicole Rubli, Annette Zahaluk, Dawn Morencie	07/10/2017	July 14 update - A spot has been chosen to accommodate the August 22nd event for Richmond Nursing Home. This will be communicated to the event organizer and the area will be stanchioned off. Annette is looking into the specs for the 3 accessible spaces for fishing to ensure it meets the requirements of the AODA. Aug 21 Update - Information is being gathered regarding Accessible Fishing Piers and the specifications around them. This information is being gathered from numerous resources AODA, Service Ontario, Ontario Building Code and other agencies.	Resolution # 20170710-793 Fryer/Pouget 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, 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.
Nicole Rubli, Dawn Morencie, Mark Galvin	8/21/2017	Spoke to Mr. Bondy on August 23rd and provided him an email with all necessary information. Waiting for Mr. Bondy to re-apply with more information Spoke to Mr. Bondy waiting on more clarification on items he provided to me November 8th, 2017.	Resolution # 20170821-822 Pouget/Courtney That the request for Sign Variance by Brad Bondy BE DEFERRED until further information can be brought back to Council.

Unfinished Business Lists - eScribe as at April 9, 2018

Assigned To	Date	Comments/ Anticipated Date of Completion	Description
Paula Parker, Dawn Morencie, John Miceli	8/21/2017	Administration gathering information	Resolution # 20170821-849 Pouget/Meloche Administration BE DIRECTED to investigate the old agreements between the Town and owners of general chemical properties and reach out to Hoenywell.
Dawn Morencie	09/11/2017	Report to Council anticipated for early 2018	Resolution # 20170911-875 Pouget/DiPasquale 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.
Dawn Morencie	10/10/2017		Resolution # 20171010-919 Fryer/Pouget 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.
Mark Galvin, Rebecca Belanger, Dawn Morencie	10/10/2017		Resolution # 20171010-920 Pouget/Fryer 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 3 in caliper in front of any new home on Town property that is not part of a subdivision agreement.
Todd Hewitt, Eric Chamberlain, Dawn Morencie, Antonietta Giofu	12/11/2017		Resolution# 20171211-981 Meloche/Fryer That Administration BE DIRECTED to look into alternatives to rumble strips and provide a report to Council on the findings.
Rebecca Belanger, Dawn Morencie, Mark Galvin	01/22/2018	Process underway	Resolution # 20180122-14 Meloche/Fryer 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. *** Send information to the Heritage Committee.
Rick Daly, Dawn Morencie, Angelo Avolio, Mark Galvin	1/22/2018	Presentation was made to the Heritage Committee February 8th, 2018.	Resolution # 20180122-16 Meloche/Fryer Council supported the request and directed Administration to work with the group and collaborate with the Parks & Recreation Advisory Committee and the Heritage Committee.

Unfinished Business Lists - eScribe as at April 9, 2018

Assigned To	Date	Comments/ Anticipated Date of Completion	Description
Annette Zahaluk, Dawn Morencie	1/22/2018		Resolution # 20180122-27 Fryer/Courtney Administration BE DIRECTED to contact Aboriginal Affairs and Northern Development Ontario Region to discuss the beautification of Wyandotte Cemetery & Angstrom Park in collaboration with the Town.

**THE CORPORATION OF THE TOWN OF AMHERSTBURG
BY- LAW NO. 2018 - 30**

By-law to appoint a Deputy Fire Chief for the Amherstburg Fire Department

WHEREAS the Council of the Corporation of the Town of Amherstburg is empowered by the Municipal Act, S.O. 2001, c. 25, and the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, to appoint a Fire Chief;

AND WHEREAS the Council of the Corporation of the Town of Amherstburg deems it expedient to appoint a Deputy Fire Chief to enforce the provisions of the said Acts;

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

- 1) That Paul Acton be hereby appointed as Deputy Fire Chief of the Town of Amherstburg Fire Department, effective April 9, 2018.
- 2) That Paul Acton be authorized to enforce the provisions of any applicable Acts or legislation and any other By-laws within the Town of Amherstburg.
- 3) That he shall have all the powers and duties as defined in respect to the Deputy Fire Chief duties.
- 4) The By-law 2016-56 is hereby repealed in its entirety on April 9, 2018.

Read a first, second and third time and finally passed this 9th day of April, 2018.

Mayor – Aldo DiCarlo

Clerk – Paula Parker

THE CORPORATION OF THE TOWN OF AMHERSTBURG

BY-LAW NO. 2018-36

**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 April 9th, 2018, meeting 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 9th day of April, 2018.

MAYOR – Aldo DiCarlo

CLERK – Paula Parker