

## TOWN OF AMHERSTBURG COUNCIL MEETING AGENDA

Monday, February 25, 2019 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

4. REPORT OUT FROM IN-CAMERA SESSION

#### 5. 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:

5.1	<b>Special In-Camera</b>	<b>Council Meeting</b>	Minutes - Janua	ary 28, 2019

5.2 Regular Council Meeting Minutes - January 28, 2019 11

#### 6. DELEGATIONS

6.1	Inconsistency between Marsh Court and Marsh Drive - Richard Harvey	30
	That the delegation <b>BE RECEIVED</b> .	
6.2	Request to Waive Rental and Equipment Fees for Rib Fest - John Sutton and Steve Butcher, Rotary Club of Amherstburg	33
	That the delegation <b>BE RECEIVED.</b>	

#### 7. PRESENTATIONS

7.1	2019 Draft Budget and 2018 Annual Report - Richard Wyma, Secretary- Treasurer/Executive Director, ERCA	36
	That the presentation <b>BE RECEIVED.</b>	
7.2	Amherstburg Branding Strategy, Logo Design - Bronwyn Mondoux and Andrea Dyer, Cinnamon Toast New Media Inc.	49
	It is recommended that:	
	1. The presentation <b>BE RECEIVED</b> ; and,	

2. The recommendation of the consultant **BE APPROVED.** 

#### 8. **REPORTS – POLICE SERVICES**

There are no reports.

#### 9. **REPORTS – CORPORATE SERVICES**

There are no reports.

#### 10. REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE

There are no reports.

#### 11. REPORTS – ENGINEERING AND PUBLIC WORKS

There are no reports.

#### 12.1 2019 Special Events Approval

It is recommended that:

- 1. The report from the Manager of Licencing and Enforcement dated February 5, 2019, as recommended by the Public Events Committee (PEC), regarding 2019 Special Events Approval **BE RECEIVED**;
- 2. That the following events **BE APPROVED**:
  - Amherstburg Rotary Ribfest July 5, 6, 7, 2019
  - Woof~aroo Pet Fest July 20, 21, 2019
  - Amherstburg Community Church Service in the Park August 11, 2019
  - Amherstburg Community Church Service and Picnic August 18, 2019
- 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 music **BE GRANTED** for the following events:
  - Amherstburg Rotary Ribfest July 5, 6, 7, 2019
  - Amherstburg Community Church Service in the Park August 11, 2019
  - Amherstburg Community Church Service and Picnic August 18, 2019
- 4. An exemption **BE GRANTED** to Section 3 of the Kings Navy Yard Park By-law #2004-89 to allow for the following public event in the Kings Navy Yard Park:
  - Amherstburg Community Church Service in the Park August 11, 2019
- 5. An exemption **BE GRANTED** to Section 5 of the Parks By-law #2002-72 to allow for a religious ceremony and picnic at Toddy Jones Park and Kings Navy Yard Park for the following events:
  - Amherstburg Community Church Service in the Park August 11, 2019
  - Amherstburg Community Church Service and Picnic August 18, 2019
- 6. The Public Events Committee **BE DIRECTED** to confirm that the requirements identified by the Committee are met prior to the event.

#### 12.2 Marsh Drive and Marsh Court Naming Discrepancy

It is recommended that:

- The report from the Director of Planning, Development and Legislative Services and the Assistant Planner, dated January 17, 2019 regarding the Marsh Drive and Marsh Court Naming Discrepancy BE RECEIVED; and,
- Administration **BE DIRECTED** to enhance the signage on Marsh Drive and Marsh Court, to monitor any complaints and/or issues post-implementation of the enhanced signage and to report back to Council after six months.

#### 12.3 Amending Development Agreement with Francesco and Gina Storino for 1215 Front Road S.

It is recommended that:

- The report from the Manager of Planning Services dated February 4, 2019, regarding the Amending Development Agreement for 1215 Front Road S. BE RECEIVED;
- The Amending Development Agreement, with associated schedules, between the Corporation of the Town of Amherstburg and Francesco and Gina Storino for 1215 Front Road S. **BE APPROVED**; and,
- 3. **By-law 2019-016** being a by-law to authorize the Signing of an Amending Development Agreement be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

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#### 12.4 Draft Plan of Subdivision County File 37-T-18003, 1078217 Ontario Limited, Kingsbridge Subdivision, Part of Lots 13, 14, and 15 Concession 1 (Anderdon)

It is recommended that:

- The report from the Manager of Planning Services dated February 12, 2019 regarding Draft Plan of Subdivision County File 37-T-18003, 1078217 Ontario Limited, Kingsbridge Subdivision, Part of Lots 13, 14, and 15 Concession 1 (Anderdon) BE RECEIVED; and,
- By-law 2019-012 being a By-law to authorize the signing of a subdivision agreement, satisfactory in form to the Director of Planning, Development and Legislative Services, in financial content to the Director of Corporate Services, and in technical content to the Manager of Planning Services, be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign the same.

#### 12.5 Kingsbridge Subdivision Phase 9 - Summary of Public Comments and Endorsement of the Draft Plan of Subdivision File No. 37-T-18005

It is recommended that:

- The report from the Manager of Planning Services dated February 12, 2019 regarding the summary of public comments from the statutory public meeting for Kingsbridge Subdivision File No. 37-T-18005 BE RECEIVED; and,
- 2. Administration **BE DIRECTED** to advise the approval authority (County of Essex) that Council supports Draft Plan Approval for this phase of Kingsbridge Subdivision.

#### 12.6 Urban Design Guidelines and Commercial Sign Moratorium

It is recommended that:

- The report from the Manager of Planning Services dated January 14, 2019 regarding the Urban Design Guidelines and Commercial Sign Moratorium BE RECEIVED;
- 2. Administration **BE DIRECTED** to review all applications for signage based on the policies in the draft Urban Design Guidelines until Council endorses the final version of the Urban Design Guidelines; and,
- 3. The moratorium **BE LIFTED** on all signage requests (excluding portable signs) for the areas bound by Texas Road to Lowes Side Road and from Meloche Road to the Water's Edge.

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

There are no reports.

#### 14. INFORMATION REPORTS

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

14.1	2018 Yearly Building Activity Report	191
14.2	2018 Annual Heritage Committee Report	196
14.3	Monthly Fire Department Activity Report- January 2019	198

#### 15. CONSENT CORRESPONDENCE

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

#### 15.1 Sponsorship Opportunities - Windsor-Essex's Vital Signs Program 2019 203

#### 16. CORRESPONDENCE

#### 16.1 World Autism Awareness Day - April 2, 2019

It is recommended that:

1. The correspondence regarding Autism Ontario Proclamation **BE RECEIVED**;

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- 2. April 2, 2019, **BE PROCLAIMED** as World Autism Awareness Day in the Town of Amherstburg; and,
- 3. The Autism Ontario flag **BE RAISED** on April 2, 2019, in accordance with the Autism Ontario policy.

#### 17. CONSENT OTHER MINUTES

That the following minutes **BE RECEIVED:** 

17.1	Heritage Committee Meeting Minutes - February 9, 2019	221
17.2	Parks and Recreation Advisory Committee Minutes - February 9, 2019	225
	VISHEDBUSINESS	
UNFI		
18.1	Unfinished Business List as at February 25, 2019	233

#### 19. NEW BUSINESS

18.

#### 20. NOTICE OF MOTION

There are no Notices of Motion.

## 21. BY-LAWS

21.1	By-law 2019-019 - To Delegate Duties under the Drainage Act to Appointed Members of the Amherstburg Drainage Board	235
	It is recommended that:	
	<b>By-law 2019-019</b> being a by-law to Appoint Members to the Amherstburg Drainage Board be taken as having been read three times and the Mayor and Clerk <b>BE AUTHORIZED</b> to sign same.	
21.2	By-law 2019-021 - To Appoint Members to Property Standards Committee	237
	It is recommended that:	
	<b>By-law 2019-021</b> being a by-law to Appoint Members to the Property Standards Committee be taken as having been read three times and finally passed and the Mayor and Clerk <b>BE AUTHORIZED</b> to sign same.	
21.3	By-law 2019-022 - To Appoint Members to Livestock Valuers Committee	238
	It is recommended that:	
	<b>By-law 2019-022</b> being a by-law to Appoint Members to the Livestock Valuers Committee be taken as having been read three times and finally passed and the Mayor and Clerk <b>BE AUTHORIZED</b> to sign same.	
21.4	By-law 2019-023 - To Appoint Fence Viewers	239
	It is recommended that:	
	<b>By-law 2019-023</b> being a by-law to Appoint Fence Viewers be taken as having been read three times and finally passed and the Mayor and Clerk <b>BE AUTHORIZED</b> to sign same.	
21.5	By-law 2019-025 - Confirmatory By-law	240
	It is recommended that:	
	<b>By-law 2019-025</b> being a by-law to confirm all resolutions of the Municipal Council Meetings held on February 12 and 25, 2019, be taken as having been read three times and finally passed and the Mayor and Clerk <b>BE AUTHORIZED</b> to sign same.	

## 22. ADJOURNMENT

That Council rise and adjourn at p.m.



## TOWN OF AMHERSTBURG

## **REGULAR COUNCIL MEETING**

## Monday, January 28, 2019 6:00 PM

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

## **MINUTES**

PRESENT

Mayor Aldo DiCarlo Deputy Mayor Leo Meloche Councillor Peter Courtney Councillor Donald McArthur Councillor Michael Prue Councillor Marc Renaud Councillor Patricia Simone

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

#### **CALL TO ORDER**

The Mayor called the meeting to order at 5:07 p.m.

#### SPECIAL IN-CAMERA COUNCIL MEETING

Resolution # 20190128-022

Moved By Councillor Courtney Seconded By Deputy Mayor Meloche

That Council move into an In-Camera Meeting of Council at 5:08 p.m. pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reason:

ITEM A – Section 239(2)(b) - Personal matters about identifiable individuals, including municipal or local board employees.

The Mayor put the Motion.

**Motion Carried** 

**DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF** (In-Camera Meeting Agenda items)

There were no disclosures of pecuniary interest noted.

#### ADJOURNMENT OF SPECIAL IN-CAMERA COUNCIL MEETING @ 5:35 P.M.

#### **RESUMPTION OF REGULAR COUNCIL MEETING**

Moved By Councillor Prue Seconded By Councillor Simone

That Council resume Regular session at 6:02 p.m.

The Mayor put the Motion.

Motion Carried

#### NATIONAL ANTHEM

#### DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

(Public Council Meeting Agenda items)

Councillor Prue declared a pecuniary interest with respect to Item # 10.3 – Committee Appointments. He advised that his wife had submitted an application to serve on two committees.

#### DELEGATIONS

#### 4.1 Request for plaque at Toddy Jones Park Pavilion - Jennie Lajoie

Resolution # 20190128-023

Moved By Deputy Mayor Meloche Seconded By Councillor McArthur

That:

- 1. The delegation BE RECEIVED; and,
- 2. A 12x8 metal plaque be affixed on the exterior of the Toddy Jones Park Pavilion to designate it as the Karen and Mark Usher Gingerbread Warming House.

The Mayor put the Motion.

**Motion Carried** 

#### **REPORTS – POLICE SERVICES**

There were no reports.

#### **REPORTS – CORPORATE SERVICES**

#### 6.1 Musculoskeletal Disorder (MSD) Prevention Policy

Resolution # 20190128-024

Moved By Councillor Renaud Seconded By Councillor Simone

That:

- 1. The report prepared by the Manager of Human Resources dated January 10, 2019 regarding Musculoskeletal Disorder (MSD) Prevention Policy BE RECEIVED;
- 2. That Administration BE DIRECTED to include Union language in the Health and Safety structure within the MSD Prevention Policy; and,
- 3. The Musculoskeletal Disorder (MSD) Prevention Policy BE ADOPTED as amended.

The Mayor put the Motion.

Motion Carried

#### **REPORTS – PARKS, FACILITIES, RECREATION AND CULTURE**

There were no reports.

#### **REPORTS – ENGINEERING AND PUBLIC WORKS**

#### 8.1 Kingsbridge Subdivision Phase 8B-1 - Acceptance of Infrastructure

Resolution # 20190128-025

Moved By Councillor Simone Seconded By Deputy Mayor Meloche

That:

- 1. The report from the Manager of Engineering dated December 21, 2018, regarding the Kingsbridge Subdivision Phase 8B-1 Acceptance of Infrastructure BE RECEIVED;
- 2. The recommendations of the consulting engineer, Baird AE BE APPROVED;

- 3. The underground infrastructure along Welsh Avenue from Lavers Crescent to Knobb Hill Drive BE ACCEPTED and ASSUMED as outlined in the report; and
- 4. The curbs, base asphalt, pathway and surface asphalt on Knobb Hill between McLellan Ave. and 160m north of McLellan BE ACCEPTED and ASSUMED as outlined in the report.

The Mayor put the Motion.

Motion Carried

#### **REPORT – PLANNING, DEVELOPMENT AND LEGISLATIVE SERVICES**

There were no reports.

#### **REPORTS - CAO's OFFICE**

#### **10.1** Committee Appointments – Council Liaisons

Resolution # 20190128-026

Moved By Deputy Mayor Meloche Seconded By Councillor Simone

That:

- 1. The report from the Municipal Clerk dated January 13, 2019 regarding Committee Appointments – Council Liaisons BE RECEIVED;
- 2. Councillor Marc Renaud BE APPOINTED to the Accessibility Advisory Committee and the Seniors Advisory Committee;
- 3. Deputy Mayor Leo Meloche BE APPOINTED to the Co-An Park Committee;
- 4. Councillor Patricia Simone BE APPOINTED to the Heritage Committee; and,
- 5. Councillor Pete Courtney and Councillor Don McArthur BE APPOINTED to the Parks and Recreation Advisory Committee.

The Mayor put the Motion.

Motion Carried

#### 10.2 2018-2022 Committee/Board Lay Members Appointments

Resolution # 20190128-027

Moved By Councillor Prue Seconded By Deputy Mayor Meloche

That:

- 1. The report from the Municipal Clerk dated January 17, 2019 regarding 2018-2022 Committee/Board Lay Member Appointments BE RECEIVED; and,
- 2. Lay member Marolyn Morrison BE APPOINTED to the ERCA Board.

The Mayor put the Motion.

Motion Carried

#### Motion split

# 3. The following 5 lay members BE APPOINTED to the Committee of Adjustment:

Resolution # 20190128-028

Moved By Councillor Courtney Seconded By Councillor Renaud

That Josh Mailloux BE APPOINTED to the Committee of Adjustment.

The Mayor put the Motion.

Motion Carried

Resolution # 20190128-029

Moved By Councillor Prue Seconded By Councillor Simone

#### That Dave Cozens BE APPOINTED to the Committee of Adjustment.

The Mayor put the Motion.

#### Motion Carried

Resolution # 20190128-030

Moved By Councillor Simone Seconded By Councillor Prue

That Don Shaw BE APPOINTED to the Committee of Adjustment.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-031

Moved By Deputy Mayor Meloche Seconded By Councillor Simone

#### That Sherry Ducedre BE APPOINTED to the Committee of Adjustment.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-032

Moved By Deputy Mayor Meloche Seconded By Councillor Simone

That Marianna Arpino BE APPOINTED to the Committee of Adjustment.

The Mayor put the Motion.

**Motion Failed** 

Resolution # 20190128-033

Moved By Councillor Prue Seconded By Councillor Courtney

# That Terris Buchanan BE APPOINTED to the Committee of Adjustment.

The Mayor put the Motion.

**Motion Carried** 

#### 4. The following 5 lay members BE APPOINTED to the Drainage Board:

Resolution # 20190128-034

Moved By Councillor Prue Seconded By Councillor Courtney

#### That Ron Sutherland BE APPOINTED to the Drainage Board.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-035

Moved By Councillor Renaud Seconded By Deputy Mayor Meloche

#### That Bob Pillon BE APPOINTED to the Drainage Board.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-036

Moved By Councillor Simone Seconded By Councillor Courtney

#### That Brad Laramie BE APPOINTED to the Drainage Board.

The Mayor put the Motion.

**Motion Carried** 

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Resolution # 20190128-037

Moved By Councillor Renaud Seconded By Deputy Mayor Meloche

#### That Bob Bezaire BE APPOINTED to the Drainage Board.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-038

Moved By Councillor Simone Seconded By Deputy Mayor Meloche

#### That Allan Major BE APPOINTED to the Drainage Board.

The Mayor put the Motion.

**Motion Carried** 

Councillor Prue removed himself from discussion and voting due to his declared pecuniary interest.

5. Resolution # 20190128-039

**Moved By** Councillor McArthur **Seconded By** Councillor Renaud

The composition of the Heritage Committee in the Local Boards/Committees Terms of Reference BE AMENDED to 5 lay members.

The Mayor put the Motion.

#### **Motion Carried**

# 6. The following 5 lay members BE APPOINTED to the Heritage Committee:

Resolution # 20190128-040

Moved By Deputy Mayor Meloche

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Seconded By Councillor McArthur

#### That Robert Honor BE APPOINTED to the Heritage Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-041

Moved By Councillor Renaud Seconded By Deputy Mayor Meloche

#### That Shirley Curson-Prue BE APPOINTED to the Heritage Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-042

Moved By Deputy Mayor Meloche Seconded By Councillor Courtney

That Simon Chamely BE APPOINTED to the Heritage Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-043

Moved By Councillor Simone Seconded By Councillor McArthur

That Jennie Lajoie BE APPOINTED to the Heritage Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-044

Moved By Councillor Renaud

Seconded By Councillor Courtney

That Stephanie Pouget-Papak BE APPOINTED to the Heritage Committee.

The Mayor put the Motion.

**Motion Carried** 

7. Resolution # 20190128-45

Moved By Deputy Mayor Meloche Seconded By Councillor Simone

The composition of the Parks and Recreation Advisory Committee in the Local Boards/Committees Terms of Reference BE AMENDED to 5 lay members.

The Mayor put the Motion.

**Motion Carried** 

8. The following 5 lay members BE APPOINTED to the Parks and Recreation Advisory Committee:

Resolution # 20190128-046

Moved By Councillor Courtney Seconded By Councillor McArthur

That Wes Ewer BE APPOINTED to the Parks and Recreation Advisory Committee.

The Mayor put the Motion.

#### **Motion Carried**

Resolution # 20190128-047

Moved By Councillor Simone Seconded By Councillor Renaud

# That Pat Catton BE APPOINTED to the Parks and Recreation Advisory Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-048

Moved By Councillor McArthur Seconded By Deputy Mayor Meloche

# That Shirley Curson-Prue BE APPOINTED to the Parks and Recreation Advisory Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-049

Moved By Deputy Mayor Meloche Seconded By Councillor Renaud

# That Kennedy Laing BE APPOINTED to the Parks and Recreation Advisory Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-050

Moved By Deputy Mayor Meloche Seconded By Councillor McArthur

That Brinton Sharman BE APPOINTED to the Parks and Recreation Advisory Committee.

The Mayor put the Motion.

**Motion Carried** 

Town of Amherstburg – Regular Council Meeting Minutes January 28, 2019 @ 6:00 p.m.

#### 10.3 Economic Development Advisory Committee and Audit Advisory Committee - Terms of Reference and Appointments

#### Motion split

Councillor Prue moved the motion with an amendment to add Councillor Simone as a third Council representative on the Economic Development Advisory Committee and 1 additional lay member.

Resolution # 20190128- 051

Moved By Councillor Prue Seconded By Councillor Simone

That:

- 1. The report from the Municipal Clerk dated January 23, 2019 regarding Economic Development Advisory Committee - Terms of Reference and Appointments BE RECEIVED; and,
- 2. Councillor Donald McArthur, Councillor Michael Prue, and Councillor Simone BE APPOINTED to the Economic Development Advisory Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-052

Moved By Deputy Mayor Meloche Seconded By Councillor McArthur

That Carolyn Davies BE APPOINTED to the Economic Development Advisory Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-053

Moved By Councillor Prue

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Seconded By Councillor Simone

## That Jack Edwards BE APPOINTED to the Economic Development Advisory Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-054

Moved By Councillor Simone Seconded By Councillor Courtney

# That Tom Crosson BE APPOINTED to the Economic Development Advisory Committee.

The Mayor put the Motion.

**Motion Carried** 

Councillor Prue moved the motion with an amendment to add a 4<sup>th</sup> Lay Member on the Economic Development Advisory Committee.

Resolution # 20190128-055

Moved By Councillor Prue Seconded By Councillor Courtney

# That Larry Amlin BE APPOINTED as a 4<sup>th</sup> Lay Member on the Economic Development Advisory Committee.

The Mayor put the Motion.

**Motion Carried** 

Resolution # 20190128-056

Moved By Councillor Renaud Seconded By Deputy Mayor Meloche

That the Terms of Reference for the Economic Development Advisory Committee BE APPROVED as amended.

The Mayor put the Motion.

Town of Amherstburg – Regular Council Meeting Minutes January 28, 2019 @ 6:00 p.m.

## 10.4 Review and Status of Council Approved Policies and the Tabling of Policy Framework

Resolution # 20190128-057

Moved By Deputy Mayor Meloche Seconded By Councillor Simone

That:

- 1. The report from the Policy Coordinator and Municipal Clerk dated January 10, 2019 regarding the review and status of Council Approved Policies and Tabling of Policy Framework BE RECEIVED; and,
- 2. The Policy Framework BE APPROVED as presented.

The Mayor put the Motion.

**Motion Carried** 

#### **INFORMATION REPORTS**

Resolution # 20190128-058

Moved By Councillor Simone Seconded By Deputy Mayor Meloche

That the following information reports BE RECEIVED:

- 11.1 Outstanding Receivables Amherstburg Festival Corporation Resolution #20181210-410
- 11.2 Monthly Activity Report APSB Meeting of November 20, 2018
- 11.3 Monthly Activity Report APSB Meeting of December 1, 2018
- 11.4 Monthly Activity Report APSB Meeting of December 11, 2018
- 11.5 Monthly Fire Department Activity Report- December 2018

#### **11.6** Monthly Activity Report for Months of November and December 2018

The Mayor put the Motion.

Motion Carried

Resolution # 20190128-059

Moved By Councillor Simone Seconded By Councillor Prue

*Item # 11.1* - That Administration BE DIRECTED to bring an information report regarding outstanding receivables Amherstburg Festival Corporation after collection efforts have been exhausted.

The Mayor put the Motion.

**Motion Carried** 

#### CONSENT CORRESPONDENCE

Resolution # 20190128-060

Moved By Deputy Mayor Meloche Seconded By Councillor Simone

That the following consent correspondence BE RECEIVED:

#### 12.1 MPAC 2018 Year End Assessment Report

#### 12.2 Bill 66 Resolution

The Mayor put the Motion.

#### **Motion Carried**

Resolution # 20190128-061

Moved By Deputy Mayor Meloche Seconded By Councillor Courtney

Town of Amherstburg – Regular Council Meeting Minutes January 28, 2019 @ 6:00 p.m.

*Item # 12.2 –* That Administration bring back a report to provide additional information and clarification as it relates to Planning/Schedule 10 impacts in Bill 66.

The Mayor put the Motion.

Motion Failed

#### CORRESPONDENCE

#### **13.1** National Eating Disorder Information Centre

Resolution # 20190128-062

Moved By Councillor Simone Seconded By Councillor Renaud

That:

- 1. The correspondence from the National Eating Disorder Information Centre regarding Eating Disorder Awareness Week BE RECEIVED; and,
- 2. February 1-7, 2019 BE PROCLAIMED as Eating Disorder Awareness Week in the Town of Amherstburg.

The Mayor put the Motion.

**Motion Carried** 

#### UNFINISHED BUSINESS

There was no Unfinished Business brought forward.

#### **NEW BUSINESS**

1. Resolution # 20190128-063

Moved By Councillor Courtney Seconded By Councillor Prue

That Administration BE DIRECTED to bring back a report on a projected time frame for replacement of the Lion's Pool and Centennial ball diamonds including cost and recommendations for location as well as any other feasible options that may be available to the community.

The Mayor put the Motion.

**Motion Carried** 

2. Resolution # 20190128-064

Moved By Councillor Simone Seconded By Councillor Courtney

That Administration BE DIRECTED to bring back the Unfinished Business list with the outstanding items from November 30, 2018.

The Mayor put the Motion.

**Motion Carried** 

#### NOTICE OF MOTION

There were no Notices of Motion.

**BY-LAWS** 

Resolution # 20190128-065

Moved By Councillor Prue Seconded By Councillor McArthur

#### 17.1 By-law 2019-005 - Interim Tax Levy

That By-law 2019-005 being a by-law to provide an interim tax levy be taken as having been read three times and finally passed and the Mayor and Clerk BE AUTHORIZED to sign same.

17.2 By-law 2019-013 - Confirmatory By-law

That By-law 2019-013 being a by-law to confirm all resolutions of the Municipal Council Meetings held January 21 and 28, 2019, 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

#### ADJOURNMENT

Moved By Councillor Simone Seconded By Councillor Renaud

That Council rise and adjourn at 7:21 p.m.

The Mayor put the Motion.

Motion Carried

MAYOR – ALDO DICARLO

MUNICIPAL CLERK – PAULA PARKER

# **Delegation Request Form**



I wish to appear before \*

Council

Advisory Committee of Council

## **Date of Meeting \*** Ê 2/25/2019 Name of Delegate(s) \* Address \* Richard Harvey Phone \* Email \* Capacity in which you will be attending \* Attending as an Individual Representing a Group / Organization Have you contacted Administration regarding Who from Town Administration have you this matter? \* contacted?\* Yes \* No Paula Parker, Municipal Clerk

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's agenda # \*

Inconsistancy between Marsh Court & Marsh Drive

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

Will a powerpoint presentation be made?\*

C Yes

🕥 No

**Note**: An electronic copy of the PowerPoint presentation is required to be submitted to delegations@amherstburg.ca no later than 12:00 noon on the Friday before the meeting.

Please upload speaking notes and presentation materials - 4 Attachments Max (10MB Each) (pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, png, tif)

File Name	
Inconsistency Marsh Ct.doc 26.0 KB	

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.

#### Inconsistency Marsh Ct / Marsh Dr

My name is Richard Harvey. I have lived on Marsh Court for 11 + years. I am formally supporting the concerns of many of the residents that live on these two streets. I am presenting concerns as I have experienced them and then will follow up with supporting information that contributes to the necessity for a change in the addressing of these two streets.

The following EMS services have showed up at 15 Marsh Court instead of 15 Marsh Drive and visa versa. Ambulance, Fire Department and Police. Same holds true for numerous delivery services; Canada Post, couriers, Bell Canada, furniture stores, flower shops, food deliveries and property maintenance companies just to name the most frequent. These miss-directed services range any where from life and death to simple annoyances but none the less are extremely confusing and potentially life threatening in some cases.

Supporting information that contributes to confusion:

- Between the two streets there are 19 houses, 10 of those house which is over 50%, have duplicate numbers ie. 15 Marsh Drive / 15 Marsh Court
- All houses have the same Postal Code N9V 3Y7
- Street signs are to small, hard to read and differentiate between the two streets
- Marsh Drive physically looks like a court as it ends at residential land owner's property on Texas Road.

#### Suggestions:

As Marsh Court existed first, change the name of Marsh Drive to something else. This would deal with all of the concerns including miss-directed mail.

Make street signage larger, show street names with arrows pointing to the direction of Marsh Court and Marsh Drive.



## Town of Amherstburg Delegation Request Form

## I wish to appear before:

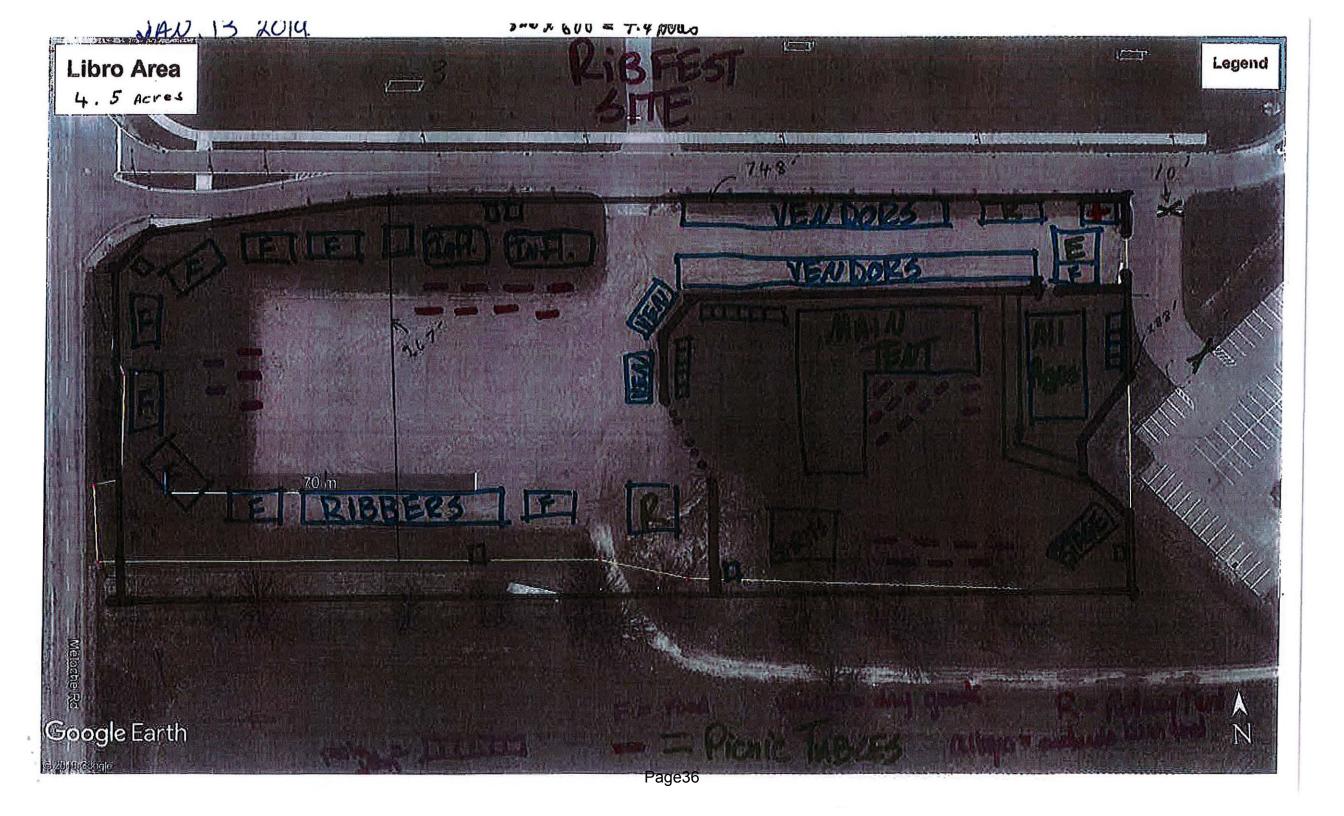
Advisory Committee of Council Specify:			
Date of Meeting: JANUARY 28, 2019 Feb. 25/19 Name of Delegate(s): JOHN SUTTON : STEVE BUTCHER			
Name of Delegate(s): OUT TON : OTEVE DUTCHER_			
Address:			
Phone:Email:			
Attending as an Individual			
Representing a Group/Organization Rotary CLUB OF AMHERSTBURG RIBFEST (Name of Group/Organization/Business)			
Have you contacted Administration regarding this matter?  Yes No			
If yes, who?			
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 #. WAIVING FEES- RENTAL : EQUIPMENT			
TENCING - THROMASED BY TOWN			
SITE - GRAVEL GRADED AND ROLLER			
- KEMOVAL OF DIRT PILE AND BERM			
- WATER HOOK UP			
-ANY RELATED FACILITY EXPENSES			

(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:			
·			
	· · · · · · · · ·		
		1	
**Speaking notes and presentation materials	nust accompany this	s request.	
Additional documentation attached?	Yes	No	
Will a PowerPoint presentation be made?	Yes	No	
<b>Note:</b> An electronic copy of the PowerPoint presentation the Town Clerk no later than 12:00 noon on the Fridation of the Fri			
The completed Delegation Request Form is to be su Amherstburg, 271 Sandwich Street South, Amherst Phone: 519.736.0012 Fax: 519.736.5403 or email <u>p</u>	burg, ON N9V 2A5		
For office use only:			
Date request received: Jan. 2019			
Request relates to: hegest to waive Fe	205		
Request relates to: <u>Request to waive Fe</u>	Staff Name: Nî	cole Rubli	

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# Essex Region Conservation the **place** for life

## 2019 Draft Budget



#### The Essex Region Conservation Authority was established in 1973 to protect, restore and manage the natural resources of the Windsor-Essex region. In keeping with the Conservation Authorities Act, ERCA works in partnership with residents, municipalities, the Province of Ontario, Government of Canada, and other agencies to increase natural area coverage through tree planting and habitat restoration, improve water quality across our watersheds and our Great Lakes, protect people and property from flooding and erosion, and further our understanding of the environment through science and education. Our goal is a sustainable future which improves our local environment, helps create a community we can all be proud of, and a more vibrant

economy that makes this region **The Place for Life**.

# Sustaining the Place for Life

The Essex Region Conservation Authority is one of 36 Conservation Authorities across Ontario. The role of Conservation Authorities and their relationship to various partners, including member municipalities and the provincial government derives primarily from their enabling legislation, the *Conservation Authorities Act*, which provides a broad mandate that allows Conservation Authorities to set priorities in collaboration with member municipalities.

ERCA's programs demonstrate an ongoing and consistent response to real and serious problems and challenges in the region - land degradation, natural area coverage, and flooding and erosion – the same challenges we faced upon establishment. Today, new issues such as water quality and the Great Lakes, climate adaptation, and sustainable communities must be considered in meeting the needs of municipalities.

Building from our successes, ERCA's focus continues to be in finding new ways to leverage resources which more effectively address provincial and watershed priorities. Given our daily reliance on our natural resources, the projects, programs and priorities implemented by ERCA are critically important to ensuring the Windsor/Essex/ Pelee Island region will continue to be the **Place for Life**.

#### 2019 WATERSHED ACTIONS

ERCA consistently demonstrates a strong business case to member municipalities, and is unique from other organizations and agencies in our ability to leverage funds and partnerships. The following are some project highlights for 2019.

[actions] refer to actions listed in 2016-2025 Strategic Plan

#### WATERSHED MANAGEMENT SERVICES

- Climate Change [1.1]. ERCA's Climate Change Specialist will research regional vulnerabilities, impacts and best practices; and lead the development of a Regional Climate Change Plan to identify impacts and vulnerabilities, implementation priorities, and potential funding supports.
- Hazard Mapping and Forecasting [2.1/11.3/12.3]. Update regional Flood Contingency Plan; explore development of a shared climate station network with partners to assist in providing flood response, and reporting; update Little River Hazard Mapping with the City of Windsor, and provide technical support to all municipalities on flood control/flood infrastructure, master drainage and stormwater studies.
- Place for Life Policies [11.2]. Continue to consult on and finalize its Place for Life Policies which integrate ERCA's planning, development, and program policies.
- Client Services [12.3]. Initiate web-based permit application on <u>essexregionconservation.ca</u> to facilitate development review.
- Planning/Technical Studies [11.2, 11.3]. Work with Lakeshore and Tecumseh to undertake a Lake St. Clair Shoreline Management Plan and Kingsville to finalize a Natural Heritage Background Study as part of the Town's Official Plan updates;
- Watershed Planning [10.2]. Finalize a Municipal Agreement acknowledging ERCA's role in integrated watershed planning, and protecting and managing natural hazards, natural heritage and water resources; and provide advice and direction to municipalities on over 750 Planning Act applications.

- Development Review [12.1]. Review over 1,000 Section 28 permit applications for stormwater management; commercial, residential and largescale industrial/greenhouse development; over 150 Municipal Drainage Act reviews, and respond to 1,300 general water resource related requests.
- Water and Erosion Control [11.3]. Apply for and manage Water and Erosion Control Infrastructure (WECI) funding for projects in the City of Windsor, Lakeshore, and JRPH Shoreline Design.

#### **CONSERVATION SERVICES**

- Conservation Area Operations [9.2]. Manage 19 Conservation Areas, and over 80km of Greenways including grading, hazard tree removals, site maintenance, enforcement to support visitor use.
- Tangible Capital Asset Report/Capital Plan [13.1]. Update ERCA's Tangible Capital Asset Inventory and multi-year Capital Plan based on replacement schedules, asset needs, and program needs as part of the next 5-Year Sustainability Plan.
- Management Planning [9.2]. Complete Cedar Creek Conservation Area Management Plan with the new Conservation Services Advisory Board.
- Business Plans [8.1]. Develop Business Plans for John R. Park Homestead and Holiday Beach Conservation Areas to identify and confirm infrastructure needs and investments in visitor services where there is a business case to support that investment.
- Land Acquisition [7.3]. Restore Clean Water~Green Spaces acquisition funding to support securement of key lands with partnership funding in keeping with the Land Securement Strategy.
- Restoration and Stewardship [6.1]. Restore more than 60 acres of forest and prairie habitat to improve connections, build ecosystem resilience, and benefit water quality, climate change and quality of life.
- Innovation [5.1]. Monitor phosphorous levels getting into Lake Erie at the innovative 10 acre University of Windsor Alumni Association Wetland at Hillman Marsh Conservation Area with University of Windsor.

- Source Water Protection [4.3]. Begin updating the Essex Region Source Protection Plan and Assessment Report based on the Section 36 Workplan, and continue to implement Risk Management Services on behalf of municipalities.
- Watershed Science [5.1/5.2]. Support for research, monitoring, and partnerships; and managing and maintaining data information systems which is critical for evidence-based decision making.
- Lake Erie Action Plan [4.1]. ERCA is an effective delivery agent in the Lake Erie Action Plan for reducing phosphorus. The 2019 budget includes federal funding to support agricultural BMPs and associated monitoring and science.
- Detroit River [5.2/14.2]. Build on efforts to de-list the Detroit River as a designated environmental Area of Concern, rehabilitate a 70 acre wetland on the Canard River; and create new fish habitat on the City of Windsor's Pêche Island.

#### COMMUNITY OUTREACH SERVICES

- **Communications [14.2].** ERCA will continue to utilize <u>essexregionconservation.ca</u> as a platform to improve customer service, usability and accessibility compliance, and efficiency through web-based tools.
- Education [8.3]. Provide curriculum-based outdoor education for more than 10,000 elementary and secondary school students, including delivery of the Environmental Special High Skills Major Certifications, and deliver new curriculum programming with our Indigenous partners.
- **Program Integration [14.2].** Continue to integrate communications, outreach and events with ERCF to enhance the region as the Place for Life and build on the strength of this partnership while raising \$1 million dollars for conservation initiatives.
- Regional Collaboration [15.3]. ERCA will continue to work with Tourism and Economic Development partners demonstrating that Essex Region is a sustainable, vibrant place to attract visitors to and investment in our region.

#### **CORPORATE SERVICES**

- **Customer Service [14.1].** New capacity related to applicant/customer service, front desk/reception and related internal support functions (e.g. records management, program support, etc.)
- File management [13.2]. Refine records classification and retention plans to support MFIPPA and other obligations; and begin implementation of new records management system.
- Operational Policies [13.3]. Review and update all operational and administrative policies to ensure consistency with legislation; public-sector best practice; and Authority practices.
- Corporate Culture [14.3]. Develop an Employee Handbook to summarize HR related policies, improve new employee onboarding and address issues identified in the 2018 Employee Survey.
- Data Management [15.2]. Review feasibility of open data sharing in context of the new website; and develop applications to streamline business processes.
- Sustainability Plan [13.1]. Develop new 5-Year Plan to support initiatives identified in the Strategic Plan and ensure that ERCA has the appropriate resources, and is managed in the most effective and efficient way to support watershed outcomes.



Essex Region Conservation the **place** for life

#### 2019 Draft Budget

#### FUNDING CONSERVATION

ERCA's 2019 Budget is \$7,708,571, which includes a total levy contribution of \$3,238,667. This is an increase of \$89,915 or 32 cents per person (from \$9.68 to \$10.00/ person). The budget includes almost \$2.3 million in leveraged funding and when combined with fee for service revenues, almost 60% of ERCA's budget is funded through non-levy sources of funding.

While this builds a strong case for support, it is only enough to maintain the 'status quo'. It is not enough to improve the health of our watersheds, keep beaches open more, reduce phosphorous and blue-green algae in our lakes, provide open spaces and trails that are accessible for people to use, connect and restore forests, wetlands and habitats. These are essential for sustainable communities to build resilience to climate change, and importantly, attracting and retaining the talent this region desires. Further, as funding programs change and evolve with changes in government priorities, or are reduced or eliminated, and as new interests seek funding, it is harder to continue to support key programs with external support - programs that are funded by levy in other conservation authorities.

Sustaining the Place for Life is not our work alone. It is what we do together with municipalities, our neighbours, our universities and colleges, our donors, our local and regional agencies, and the many other partners we work with. We need to celebrate our successes, but we also need to increase the scope, scale and intensity of our joint efforts to create a place we can be proud of and celebrate – one we can call home. For life.



ERCA's annual revenues for programs and services are in the top 10 of all 36 Conservation Authorities. At the same time, ERCA's operational levy funds approximately one-third of its operations, placing ERCA in the bottom five of all Conservation Authorities, and well below the provincial average (42%). While the average CA levy supporting operations was \$16.42/capita, ERCA's levy supporting operations in 2018 was only \$9.68/ capita, which included funds for land acquisition and capital and operational reserves.

ERCA's complete 2019 Draft Budget is available for review online: www.essexregionconservation.ca.

# facebook.com/EssexRegionConservation Image: Com/EssexRegionConservation Image: Com/EssexRegionConservation

#### **Contact Us**

#### Essex Region Conservation Authority

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

P: 519-776-5209 F: 519-776-8688 W: essexregionconservation.ca





## **2018** Annual Report

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#### Message from the Chair

#### **Message from the General Manager**



There's no question that the Windsor-Essex-Pelee Island region has felt the devastating impacts of high lake levels and a changing climate, perhaps more profoundly than any other in Ontario.

The storms of September 2016 and August 2017 resulted in more than \$300 million dollars in insured losses in Windsor, Tecumseh and Lakeshore. The August 2017 flooding in the Windsor area was the most catastrophic insurance loss of that year.

This year, ERCA issued 45 flood messages—a 25% increase over 2017.

Violent storms in the spring battered the Lake Erie and Lake St. Clair shorelines, rendering eight homes uninhabitable in the Municipality of Learnington.

Waves combined with high lake levels along the shores of Pelee Island overtopped roads. The west shoreline of Pelee Island has been devastated with damages exceeding \$10 million. We're seeing invasive species that are threatening the health of our ecosystems—species that even a decade ago we could not have imagined. And the number of days rated 'very hot' continues to increase, putting the health of some of our region's most vulnerable people at risk.

In late 2017, the ERCA Board of Directors unanimously agreed that a regional approach to developing a Climate Change Strategy would be the most efficient and effective path forward to managing the impacts of climate change, and in 2018, progress was made in this regard. It is critically important to bring together

the work that municipalities have been doing independently towards climate adaptation and mitigation, and to connect that work in a regional context.

On behalf of the Board of Directors, I'd like to extend my heartfelt appreciation to all of the partners and volunteers who have come together this year in order to help create a more resilient and sustainable future for our region.

It is only by moving forward together that we can improve our resiliency to climate change and ensure our region is the Place for Life.

Yours in Conservation,

Rechal M. Lige

**Rick Frver** 

achievements to celebrate in 2018, there were also some significant challenges to overcome. The impacts of a changing climate continue to be of growing concern.

ERCA's 2016–2025 Strategic Plan lists Climate Change as one of our primary focuses, and we've continued to work with municipalities and other agencies to undertake technical studies that support that strategic direction.

While there were many

Environmental damage, together with climate change, is driving the water-related crises we see in our region and, in fact, around the world. Floods, droughts and pollution are all made worse by degraded vegetation, soil, rivers and lakes. Our Watershed Report Card confirmed that locally, we have some seriously degraded surface water quality, and despite significant improvements, our natural area coverage remains amongst the lowest in Ontario.

These issues, and their solutions, are interconnected. We need to move forward together to efficiently share research and data, while identifying gaps to advance resiliency and improve environmental sustainability. Nature-based solutions and green infrastructure, such as wetlands, have the potential to solve many of our local flooding challenges. Planting new forests, creating habitat and restoring wetlands will also help rebalance the water cycle and improve human health and the health of our watersheds.

Moving forward together is the only way to realize true progress. This year, with all regional municipalities, we completed consistent Stormwater Management Richard Wyma



Standards for the Windsor and Essex Region to provide guidance and design criteria related to local stormwater management and infrastructure resilience. We hosted multiple workshops to provide a forum for partners to collaborate on flood preparedness, building urban flood resilience, and climate change priorities.

Land use planning is paramount to ensuring that we are open to growth while protecting our critical natural areas. Collaboration is the key to improving our regional resilience. We must stand firm, together, to ensure what remains of our critically important and biodiverse habitat is protected.

Sincerely,

#### **2018 Watershed Highlights**

In 2018, we continued to implement the priorities identified in our Strategic Plan. The following highlights are a snapshot of the projects and programs implemented this year to enrich and sustain the Essex Region as the Place for Life.

#### **Climate Change**

Impacts of a changing climate are continuing to be experienced in our region. Lake levels are reaching all-time highs, and the threshold for flood alerts is lower than ever. A record number of flood messages were issued this year, and spring storms battered the Lake Erie shoreline. While efforts to slow climate change must continue, we also need to help our partner communities adapt to its impacts. This year, ERCA:

- Added a Climate Change Specialist to work with municipalities to research vulnerabilities and impacts, develop an adaptation and mitigation plan, and identify priorities for implementation and potential funding supports.
- · Hosted a regional, cross-sector Climate Change Workshop to begin setting priorities for actions associated with a changing climate in partnership with the Ontario Climate Consortium and University of Windsor.
- Issued a record 45 advisories ranging from water safety conditions statements to flood warnings.
- Hosted a Flood Preparedness Workshop for municipal officials to increase our collective level of preparedness, coordination and communications.

- Worked with Green Communities Canada to host a crosssectoral workshop to Build Urban Flood Resilience.
- Added a Watershed Engineer to support stormwater reviews, drainage reviews, and related engineering and infrastructure reviews to ultimately best support municipalities from a regional perspective.



#### Climate change is here. It affects us now. —Dr. Dianne Saxe

Environmental Commissioner of Ontario

On December 5th, ERCA brought together municipalities, researchers, and non-profit organizations to take action on climate change. Keynote speaker, Ontario's Environmental Commissioner Dr. Dianne Saxe, delivered a message of urgency and action.

Ontario is warming faster than global average bringing with it floods, fires, drought, wind, heat, and other unpredictable and severe climatic conditions. It impacts every part of our lives, from being able to protect and insure our houses against flooding to our health. Windsor-Essex-Pelee Island region has been acutely aware of the devastating impacts of a changing climate for over a decade.

What can we do? In Dr. Saxe's words: "Reduce our carbon footprint. Get ready to adapt. Speak up." Together, we can tackle the problem and find local solutions.

#### **Great Lakes**

The Great Lakes are our most significant natural resource. This year, we released our 2012-2017 Watershed Report Card, which identified failing grades for surface water quality in virtually every watershed. More must be done, together, to protect and improve water quality. This year, ERCA:

- Implemented 30 water quality improvement projects across the region to protect soil health and water resources.
- Initiated a 4-year, \$600,000 program with funding from **Environment and Climate** Change Canada to work with farmers to plant cover crops and implement other Best Management Practices to reduce phosphorus in Lake Erie.
- Conducted year-round water quality monitoring at surface water, ground water, and benthos monitoring stations across the region to collect data about land and weather-based influences on our rivers and streams.
- Worked with the University of Windsor's Great Lakes Institute for Environmental Research to resolve issues related to microbial contamination along our beaches and with the provincial

## and federal governments to

- reducing Best Management Practices in Wigle Creek.
- of Windsor's Chemistry off-grid phosphorus filter for
- Practices and innovative soil, maintain productivity, improve water quality and quantity, and illustrate that

#### 2012–2017 Watershed Report Card

On March 22, International World Water Day, ERCA and Conservation Authorities across the province launched their 5-year Watershed Checkups.

Locally, groundwater in the region continues to score excellently, mainly because of protection offered by our

hard clay soils. Surface water quality scores are consistently low, ranging from C – F, with mostly D grades.

Forest conditions also scored low, with most watersheds ranked as a D or an F. Decreases were due to more stringent measurement standards, rather than loss of forest habitat. Standards of

monitor and estimate sources of phosphorus entering Lake Erie.

• Partnered with researchers at the University of Waterloo and the University of Guelph to research the effectiveness of phosphorus-

 Collaborated with the University Department to develop a new installation at the Lebo Creek Research Wetland. This new filter is designed to remove soluble phosphorus from local waterways to reduce harmful algae blooms.

 Showcased Best Management technologies that will conserve

farming and the environment can coexist at the Essex County Demonstration Farm, in collaboration with the Essex Soil & Crop Improvement Association, OMAFRA extension personnel, and Agriculture and Agri-Food Canada scientists.

 Protected sources of drinking water by providing Risk Management Services on behalf of our member municipalities. Following a comprehensive review of the Source Protection Plan and Assessment Report, a Work Plan identifying necessary updates was developed under S. 36 of the Clean Water Act to ensure the ongoing protection of our sources of drinking water.



measurement are set across the province, and it was recognized it would be difficult to achieve a higher score on this scale within our highly agriculturally-based landscape. For example, to achieve a 'C' rating would require 15.1% forest cover.

#### 2018 WATERSHED HIGHLIGHTS

#### Landscapes & Habitats

Our landscapes and habitats are among the most significant in Canada. While we have planted more than 6.3 million trees and achieved 8.5% natural areas coverage, more action is needed to reach our 12% target. This year, ERCA:

- Planted and distributed 109,000 trees and restored a total 143 acres of habitat to natural area.
- Completed the 10 acre Sturgeon Creek Wetland in partnership with Caldwell First Nation, Environment Canada, Ministry of Natural Resources and the Essex County Field Naturalists.
- Created an additional 20 acres of new wetlands to improve water quality and create new habitat for wildlife.
- Protected 7 acres of natural areas in Kingsville.

- Restored sections of Spring Garden Prairie habitat, owned by the City of Windsor, by removing invasive species such as Autumn Olive and Phragmites. This restoration project will enhance habitat for multiple species-at-risk.
- Completed a Controlled Prairie Burn at Hillman Marsh Conservation Area to improve habitat for nesting birds, reptiles and pollinators.
- Initiated engineering plans to build two major fish and wildlife projects in the Detroit River Area of Concern.

#### The Importance Of **Our Natural Areas**

Wetlands provide vital wildlife habitat and resilience to floods and other effects of climate change.

Forests filter pollutants from our air, absorb and filter stormwater and prevent erosion. Our woodlands also provide wildlife habitat for many species, including significant species of conservation concern.

Environment Canada recommends watersheds require 30% forest cover for a functional ecosystem. In our region, natural area coverage currently totals just 8.5%, with a goal to achieve 12%. The importance of planting trees, restoring habitat, and protecting existing natural areas cannot be overstated, and must be done collaboratively,

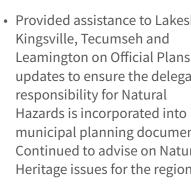


#### Sustainable Communities

Our urban areas will continue to grow and expand. ERCA will need to continue to work with all partners to collaboratively plan sustainable communities that reduce urban sprawl, are walkable and incorporate green infrastructure. This year, ERCA:

- Completed the Regional Stormwater Management Standards in partnership with all municipalities to provide guidance and design criteria for local stormwater management and infrastructure resilience, and ensure consistent application of requirements.
- Assisted Pelee Island in preparing a shoreline damage assessment that mapped armour stone damage. A photo record was established and specific sections identified for future monitoring. Assisted procuring a consultant to complete drone footage on the west shoreline to assist in a submission for funding for the estimated \$13 million repair work.
- Continued to manage the \$3.2 million improvement project on the Lennon Drain on behalf of City of Windsor.
- Worked with the City of Windsor, Towns of Tecumseh, LaSalle, Lakeshore and the Municipality of Leamington on various drainage and stormwater management technical studies. These collaborations create efficiencies while ensuring natural hazards and natural heritage matters are appropriately considered.





- Aided a record 1,113 landowners in ensuring homes and new developments were protected from the dangers of flooding and erosion through development reviews and permit applications.
- Engaged nearly 10,000 students in outdoor and conservation education programs, to provide curriculum-based experiences that teach young people about the importance of protecting our environment and preserving our human and natural heritage.
- Resurfaced the trail and improved drainage at Devonwood Conservation Area, thanks to a partnership with Caesars Windsor Cares and the Essex **Region Conservation Foundation.** The trail is now known as the Caesars Windsor Nature Trail.
- Welcomed more than 75,000 visitors from near and abroad to enjoy our local natural environment in the Place for Life.



- Provided assistance to Lakeshore, Leamington on Official Plans updates to ensure the delegated municipal planning documents. Continued to advise on Natural Heritage issues for the region.
- Completed trail upgrades and boardwalk replacements at Maidstone Conservation Area and initiated boardwalk replacement and enhancements at Holiday Beach Conservation Area.
- Replaced the roof of the sawmill building at the John R. Park Homestead Conservation Area to ensure the protection of the artefacts in the building.

#### What Makes a Sustainable Community?

The Institute for Sustainable Communities identifies a sustainable community as one that addresses multiple human needs, where all people feel welcome and safe, and decision-making is shared. It manages its human, natural, and financial capital to meet current needs while ensuring adequate resources are available for future generations. Sustainability also requires the ability to quickly adapt to change.

Strong, collaborative, regional planning is critically important to building a sustainable community that addresses environmental, economic and social challenges, builds a better future for all, and ensures that Windsor-Essex-Pelee Island can remain the Place for Life.

#### A Strong, Resilient Organization

ERCA is a sustainable, resilient and valued agency. Since 1973, ERCA has been striving to achieve a state of sustainability for the Essex Region. In 2018, we worked toward organizational sustainability in the following ways:

- Launched our new website at essexregionconservation.ca to improve customer service, accessibility and engagement.
- Initiated web-based permit application process to streamline the service for applicants.
- Added Human Resources capacity and support to ensure increasing government compliance and reporting obligations are achieved.
- Adopted new Administrative Procedure By-Laws to improve clarity and consistency across **Ontario's Conservation** Authorities as a requirement of the 2017 amendments to the Conservation Authorities Act.
- Advocated for the Essex Region on 56 local, regional, provincial, national and international boards and committees to ensure the unique needs of our region are represented.
- Reviewed and simplified ERCA Advisory Board structures and Terms of Reference.
- Continued to support the Essex **Region Conservation Foundation** in achieving the \$1 million fundraising goal of the Place for Life Campaign. In 2018, the campaign topped \$800,000 in pledges, just halfway through the three-year campaign.



#### 2018 ERCA Accountability

The following provides a three-year 'by-the-numbers' comparison of achievements. This report follows the priorities identified in our Strategic Plan, and these actions help ensure Windsor-Essex County-Pelee Island are the Place for Life.

#### **Climate Change**

Permits Requested			
Permits Issued			
Clearances Issued			
Request for Information Letter	s Issued		
Permits to Take Water Applicat	ions		
Appeals			
Appeals in CA Favour			
Violations Issued			
Average Response Time for Permits (days)	Minor Development Major Development Alteration to Waterways		
Number of Structures Located in Floodplain			
Kilometres of Watercourses with Floodplain Mapping Completed			
Hectares (area) digitally mapped delineating the CA Regulation Limit			
Hectares (area) digitally mapped delineating the flooding hazard limit (flood plains)			
Metres of shoreline protected from flooding and erosion			
\$ Value of Water/Infrastructure Contributions to Municipalities			

Flood Messages

Watershed Conditions Flood Watches Flood Warnings Wind Warnings

2016	2017	2018
983	1,042	1,113
808	1,005	992
97	135	179
273	392	273
4	5	3
15	10	18
15	10	18
19	34	25
10 21 9	9.13 34 8.2	9 12 12
10,000	10,000	10,000
609	609	609
38,304	38,304	38,304
38,304	38,304	38,304
245	250	0
287,500	120,000	10,000
2 7 3 0	13 11 4 1	17 20 8 0

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#### Landscapes & Habitats

2016	2017	2018
1,669.6	1,735	1,742
1,036.8	1,056.8	1056.8
44.39	44.39	44.39
\$75,290	\$66,661	\$70,227
0	160	7
0	\$1,562,250	\$426,000
103.5	92.5	143
101,000 trees 87 acres	92,500 trees 70 acres	109,105 trees 96 acres
5 wetlands 5 acres	6 wetlands 15 acres	6 wetlands 31 acres
8 sites 11.5 acres	5 sites 7.5 acres	5 sites 16 acres
214	222	191
2,603	2,973	3,259
3,858	1,610	1,600
	1,669.6           1,036.8           44.39           \$75,290           0           0           103.5           101,000 trees           87 acres           5 wetlands           5 acres           8 sites           11.5 acres           214           2,603	1,669.6       1,735         1,036.8       1,056.8         1,036.9       1,056.8         44.39       44.39         \$75,290       \$66,661         0       160         0       \$1,562,250         103.5       92.5         101,000 trees       70 acres         5 wetlands       5 sources         15 acres       5 sites         11.5 acres       5 sites         11.5 acres       7.5 acres         214       222         2,603       2,973

#### **Great Lakes**

		2016	2017	2018
	Agriculture/Other (total)	88	28	30
	Detroit River Watersheds	10	10	3
Water Quality Improvement	Lake Erie Watersheds	19	13	21
Projects Implemented	Lake St. Clair Watersheds	12	5	2
Trojects implemented	Great Lakes Agricultural Priority Subwatershed Stewardship Initiative	47	23	0*
Number of wells decommissio	·	9	5	4
Number of landowners partici	pating	58	23	20
Number of surface water qual	ity monitoring stations	77	58	61
Number of ground water qual	ity monitoring stations	8	8	8
Number of benthos monitorin	g stations	8	20	15

#### Sustainable Communities

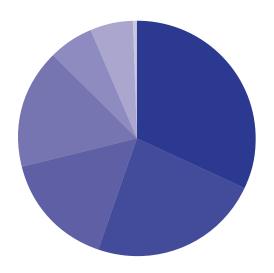
Planning Services—transactions/year
Kilometres of Trails owned, managed & developed
Number of volunteers
Number of outreach events
Number of schoolyard naturalization projects
ERCA hosted special events
Number of schools
Number of unique education programs
Number of students
Number of public meetings/workshops
Day Use Visitors to JRPH (estimated)
Day Use Visitors to HBCA (estimated)
Number of seasonal campsites purchased

#### A Strong, Resilient Organization

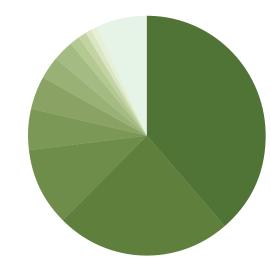
	2016	2017	2018
Area of CA Jurisdiction	1,681.3 km²	1,681.3 km²	1,681.3 km²
Watershed Population	326,105	325,351	323,793
Staff—Permanent and Long-Term Contract	36	36	39
Staff—Special Grant and Short-Term Full-Time Equivalent Contract	8	10	12
Average Full Time Staff Length of Service	10	12	9
Number of Local Committees, Boards and Advisory Panels with ERCA representation	27	29	28
Number of Provincial Committees, Boards and Advisory Panels with ERCA representation	26	28	28
Number of research studies with ERCA involvement	8	8	12
Number of unique visitors to our website	68,591	70,997	65,528*
Number of Facebook followers	2,424	2,948	3,168
Number of Twitter followers	2,428	2,676	2,896
Number of Instagram followers (launched October 2016)	90	225	1,061
Number of Youtube video views	2,134 views 4,334 min	2,550 views 4,893 min	2,400 views 4,500 min
Some data unavailable due to website changeover.			

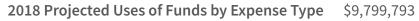
2016	2017	2018
689	822	850
95.1	98	98
1,904	2,064	2,185
35	19	30
3	2	2
36	29	24
96	71	72
294	434	256
9,986	12,224	9,958
19	31	22
11,190	11,830	11,910
9,000	12,588	9,600
69	67	72

#### 2018 Financial Review



2018 Projected Funding Sources	\$9,799,793
Total Levy	\$3,148,752
Municipal Special Project Contributions	\$2,291,244
Fee for Service	\$1,540,159
Federal Grants	\$1,613,142
Donations (ERCF and others)	\$591,425
Provincial Grants	\$584,049
Prior Years' Surplus	\$31,021





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Travel &

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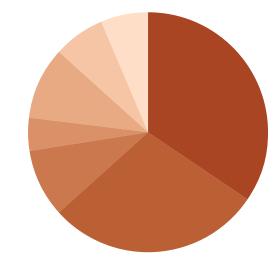
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Transfer



2018 Projected Uses of Funds by Function	\$9,799,793
Watershed Management Services	\$3,386,592
Conservation Services	\$2,844,702
Science & Research	\$876,669
Outreach & Education	\$448,332
Corporate/Admin Shared Services	\$959,636
Transfers to Reserves/Future Years	\$667,120
Asset Replacement/Capital Projects	\$616,741

& Benefits	\$3,796,727
tracted Construction/Technical Mun Spec Projects	\$2,343,763
tracted Construction/Technical ERCA Capital Projects	\$1,038,727
laterials/Subsidies	\$545,020
/Operating Supplies	\$435,010
& Fleet Operations & Replacement	\$299,482
axes/Utilities/Security	\$255,200
nance/Repairs	\$138,930
ice, Audit & Legal	\$109,175
vare/Data Services	\$98,148
s & Board of Directors	\$72,490
rs to Reserves/Future Years	\$667,120

#### 2018 At a Glance



### 109,105 Trees planted to

increase green space.

30 Projects implemented to improve water quality.



9,958 Students educated through outdoor education programs.









Awesome **volunteers** helped enrich & sustain the Place for Life.



Page48

Front cover image: Mel Diotte



#### **Contact Us**

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

P: 519-776-5209 F: 519-776-8688 W: essexregionconservation.ca

# Amherstburg Council Presentation



Monday February 25, 2019 

Page50

# WHO WE ARE

Who We Are

MANAGEMENT TEAM

#### **Bronwyn Mondoux**

CEO + Creative Director

### **Pauline Boschman**

Account Manager

## **Beverly Hyatt**

Art Director

**DESIGN TEAM** 

## Anna Nativ

Senior Graphic Designer

## Sarah Hodgson

Senior Graphic Designer

## Chelsea Nelson

Graphic Designer

## Amal Al-Montser

Graphic Designer

## Kate Smerdon

Graphic Designer

#### WEB DEVELOPMENT TEAM

### Seve Savoie Teruel

Back-End Web Developer

## Jason Lo

Full-Stack Developer

## **Cassandra Duchesneau**

Front-End Web Developer

## **Roberto Meech**

Front-End Web Developer

#### CONTENT STRATEGY TEAM

### Andrea Dyer

Content Strategist

## **Stacey Melo**

Digital Strategist

## **Tiffany Butler**

Quality Assurance Specialist



ct

# WHAT WE DO

## The Town of Smiths Falls

Logo Development, Website, & Implementation Strategy

۲ ک ک 2017 winner of Economic Developers Association of Canada **Brand Identity Award** for its rebrand





Thomas Smyth



The Rideau Canal



The Falls





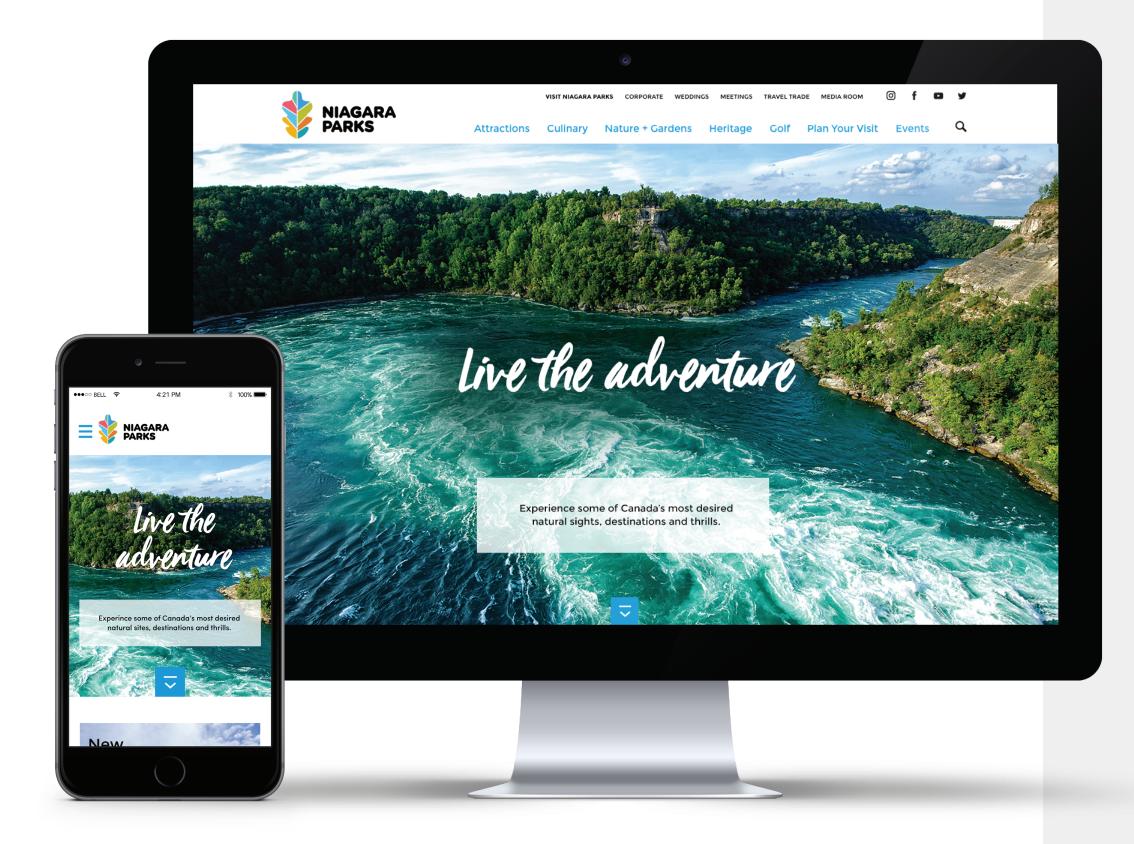


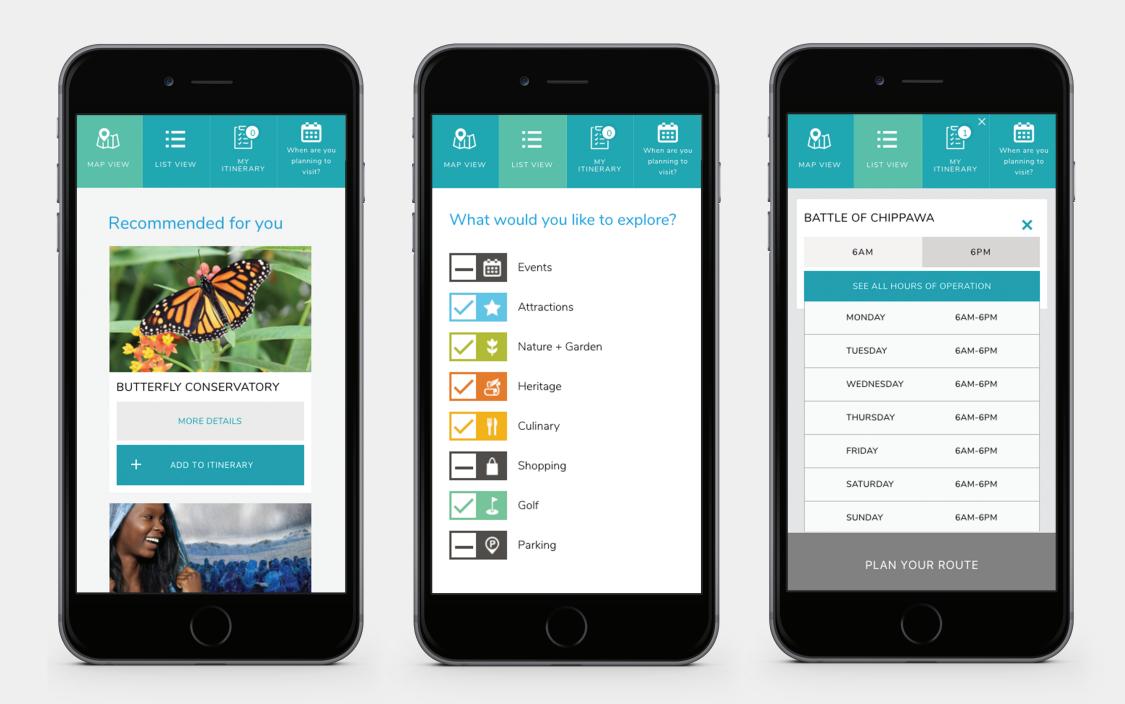


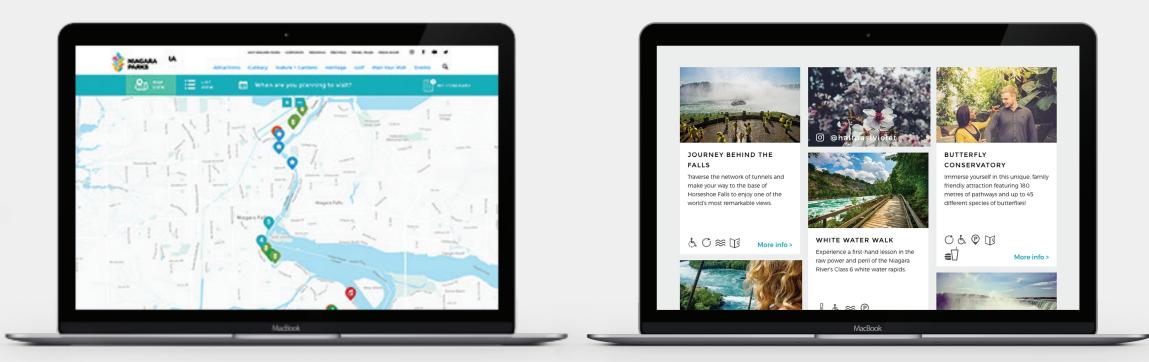


## Niagara Parks

Website







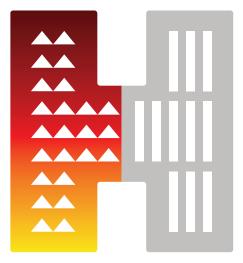


## **Tourism Hamilton**

Logo Development, Website, & Implementation Strategy

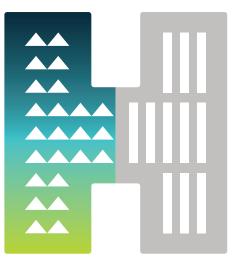


2018 winner of Economic Developers Association of Canada **Brand Identity Award** for its rebrand



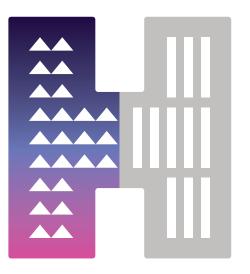
# TOURISM HAMILTON

It's in our <mark>character</mark>



# TOURISM HAMILTON

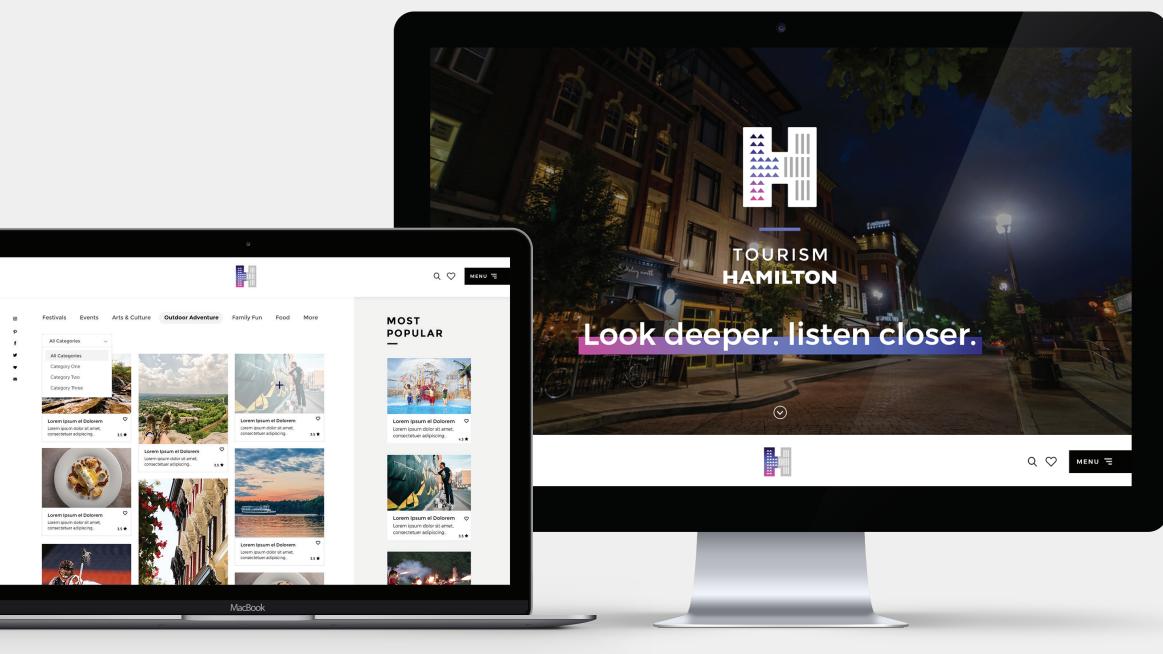
It's in our character



## TOURISM HAMILTON

It's in our character



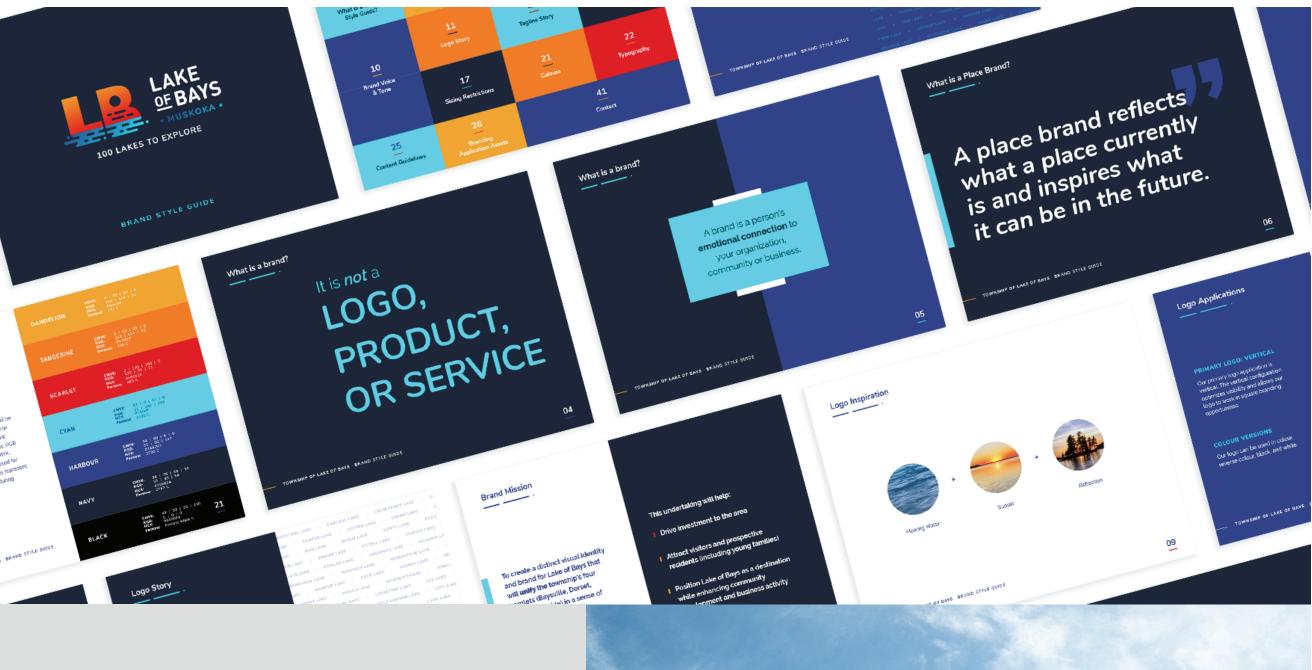




## Lake of Bays

Logo Development & Implementation Strategy

# LAKE OF BAYS • MUSKOKA •









# WHO WE WORK WITH













**Co-operative Development** Foundation of Canada SINCE 1947







NATIONAL ARTS CENTRE CENTRE NATIONAL DES ARTS Canada is our stage. Le Canada en scène.



ANTHONY

//4.

AUXITA











Musée des beaux-arts du Canada

**National Gallery** of Canada







TOURISM HAMILTON It's in our character





# HOW WE GOT HERE

How We Got Here

#### **RFP Submission**

ability and experience in the development of a new brand and implementation plan.



# Open to anyone who could submit satisfactory evidence of their



How We Got Here

# () 2 Analysis of the Town's Community Based Strategic Plan A review of the Town's strategic plan indicated a vision/objective to:

- Capitalize on the opportunity to further develop the Town's amenities and resources to attract people to visit, invest, and live
- Promote the Town for the quality of its experiences and historic character
- Promote the Town as a **destination for all** demographics





# **() 3 Review of the Town's project objectives** These included:

- Developing a clearly **defined brand** to celebrate Amherstburg's assets, messaging, website, and advertising pieces
- Helping tourists/consumers and sustainably nurtures the region's growth
- length of visits, sales, and repeat business

opportunities, and quality of life benefits. This includes: a logo, photography, key

build a competitive tourist and investment industry that attracts

Generating brand awareness across key markets, increasing the number and



How We Got Here



# () **The Town's Crest**

- The Amherstburg crest has been part of the town's identity since 1982, and will not be replaced by the proposed logo concept. Rather, the proposed logo concept will be used for (but not limited to) marketing and advertising, trade
- shows, social media, and website.



How We Got Here

# () 5 Survey & Public Engagement To gather input from the Town prior to the development of its brand, an online survey was distributed and two public engagement sessions were held.

residents responded to the online survey 383 residents participated in the public engagement sessions August 29, 2018 · 3pm & 6pm & February 9, 2019 · 12pm



Together residents listed the following words as Amherstburg's values and unique attributes:

How We Got Here

Survey & Public Engagement Cont'd

# VALUES

# / Historic

- Scenic
- Friendly

# Unique

# UNIQUE ATTRIBUTES

- Historical roots
- Beautiful waterfront
- / Sense of community



How We Got Here

# COUNCIL FEEDBACK

Upon presenting our brand concept to the Town's council, the following action items were requested:

# **()1** Simplify the concept

Councillors felt the logo could benefit from a more simplified look by removing some of its features.

# **() 2** Take it to survey & consultation

Councillors wanted input from Town's committees (ie: heritage, parks and recreation), and to see other design concepts put forth for evaluation.



# OUR RECENT SURVEY RESULTS

as to capture a broad range of feedback, an online survey was introduced.

Our Recent Survey Results

To satisfy the Town council's request to put our recommended brand concept + additional concepts forth to the public, as well



Our Recent Survey Results

# SURVEY HIGHLIGHTS

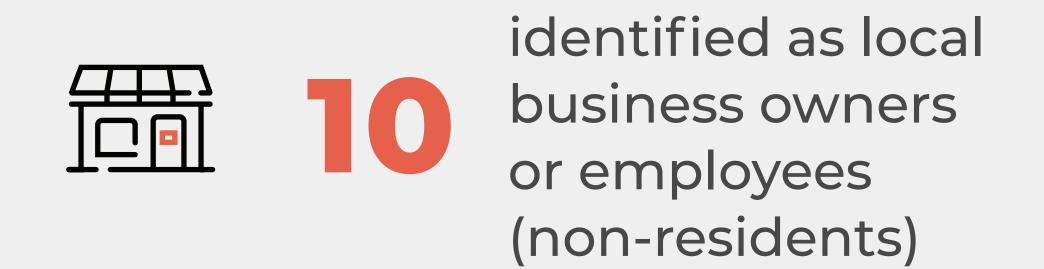
# (전) 5558 (전) respondents (total)







identified as tourists (active and potential)





#### **OPTION A**



## AMHERSTBURG

EST. 1796 **BORN TO MAKE HISTORY** 















AMHERSTBURG EST. 1796 BORN TO MAKE HISTORY









AMHERSTBURG EST. 1796 BORN TO MAKE HISTORY



### **OPTION A** SIMPLIFIED



## AMHERSTBURG

#### BORN TO MAKE HISTORY

EST. 1796











EST. 1796 BORN TO MAKE HISTORY









AMHERSTBURG EST. 1796 EST. 1796 Born to make history



**OPTION B** 



# **AMHERSTBURG**

## BORN TO MAKE HISTORY

## **EST. 1796**

















**OPTION C** 



# AMHERSTBURG

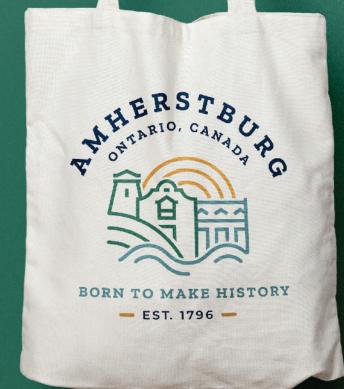
# - EST. 1796 - BORN TO MAKE HISTORY





















AMHERSTBURG - est. 1796 born to make history



#### **ALL OPTIONS**





AMHERSTBURG EST. 1796 BORN TO MAKE HISTORY

Logo Option A

Logo Option A SIMPLIFIED





#### AMHERSTBURG

BORN TO MAKE HISTORY

) EST. 1796 <

## AMHERSTBURG

## - EST. 1796 - BORN TO MAKE HISTORY

Logo Option B

Logo Option C



# SURVEY RESULTS: Residents

Majority of residents were aged 35-44 (25%)

71% of residents identified as female



**47%** of residents most prefer **Logo Option B** 



EST. 1796 BORN TO MAKE HISTORY

Residents least prefer **Logo Option A Simplified** (7%)



# SURVEY RESULTS: Tourists

Majority of tourists were aged 25-34 (56%)

**75%** of tourists identified as female



# **37%** of tourists most prefer **Logo Option A**



EST. 1796 BORN TO MAKE HISTORY

## Tourists least prefer Logo Option A Simplified (9%)















# SURVEY RESULTS: Residents' Logo Pick

When compared against other logos from surrounding areas and asked if Logo Option B reflects the **UNIQUE** nature of Amherstburg:

Majority of **residents** selected **'Not at all'** (31%)















# SURVEY RESULTS: Tourists' Logo Pick

When compared against other logos from surrounding areas and asked if Logo Option A reflects the **UNIQUE** nature of Amherstburg:

Majority of **tourists** selected **'Very much so'** (56%)



## SURVEY RESULTS: A Consensus

In general, Logo Concept A Simplified was the *least preferred* choice by both residents and tourists (8%)



## AMHERSTBURG

#### EST. 1796

**BORN TO MAKE HISTORY** 



# COMMITTEE RECOMMENDATIONS

Committee Recommendations

## Heritage Committee

With the following modifications, Option A is recommended as the approved logo design by

the Committee:

Remove the lighthouse in the top left box and replace it with a buoy to represent the Town's rich shipping and naval history

/ Remove the sun in the top right box and replace it with the North Star

Keep the house as it represents the Georgian architecture within the Town

Keep the railway tracks as it represents the industrial heritage via the railway

Keep the water and the agriculture lines in the bottom box

Keep the tree in the center

Edit the tagline but keep the word "history"





## AMHERSTBURG

EST. 1796

Original Concept A



Revised Concept A



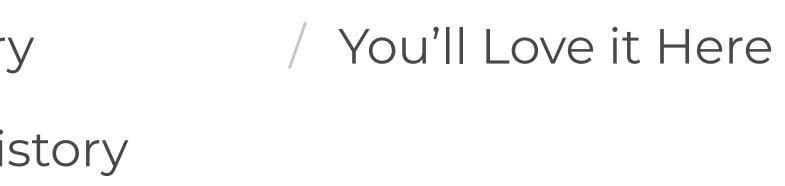
Committee Recommendations

# **Parks and Recreation Advisory Committee** With the following modifications, Option B is recommended as the approved logo design by the Committee:

Simplify / Include the North Star / Thought provoking tagline

## **Tagline Suggestions**

- History's Calling Modern History
- Everyday History / Building on History







## **AMHERSTBURG**

## **EST. 1796**

Original Concept B



## **AMHERSTBURG**

## **EST. 1796**

Revised Concept B



# BRAND EVALUATION

Brand Evaluation

# HOW TOURISM BENEFITS YOU



# Improved community infrastructure



# More money earned locally = more money spent locally (multiplier effect)



## **Diversification in sources of income**

Tourist dollars support traditional industries and offset potential financial difficulties.



## Preservation of heritage and pride

Sharing the art, culture, and stories of a community through tourist experiences helps keep them alive.

Tourist dollars = tax dollars = more public projects being developed and launched.

Locals who earn tourist dollars re-invest that money back into the community.



Brand Evaluation

## HOW SHOULD OUR NEW **BRAND BE USED?**

More than just a visual marker, Amherstburg's brand must be unique, adaptable, and effective. It should be used to:

Position the Town competitively by reflecting the quality of experiences to be enjoyed here

Leverage stories about the Town's sources of pride, such as rich history, sense of community, scenery, etc.

Create brand ambassadors who have an emotional connection with the Town and its experiences



Brand Evaluation

# MEASURING SUCCESS

## **Attributes:**

Do these logos express a brand character, affinity, style, and personality?

## Differentiation:

Are they unique and original?

## Message:

Do they tell a story in a clever, fun, and memorable way?

## Ambassadorship:

Do they inspire you to visit Amherstburg, live here, or learn more?



# BUILDING A BRAND STORY

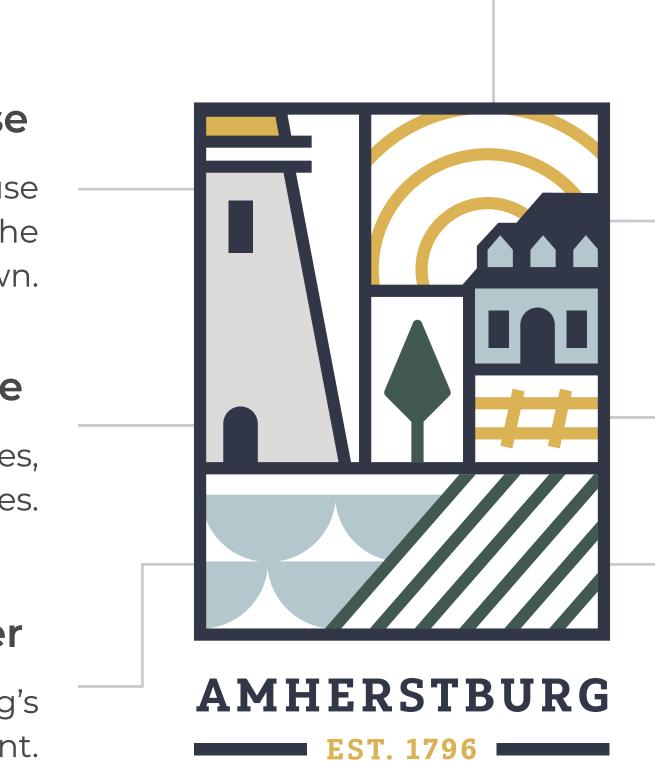
Building a Brand Story

# Brands need to inject the magic of storytelling into their marketing to *tap into people's emotions.*



#### Building a Brand Story

A nod to the rising of new opportunities and to the future.



#### Lighthouse

Acts as a historical tribute to the lighthouse found on Boblo Island, and represents the safety and security to be found in the town.

#### Tree

Represents the town's scenic landscapes, including trails, parks, and green spaces.

#### Water

A representation of one of Amherstburg's greatest assets: the waterfront.

## Sun

## **Historical Building**

An abstract representation of the Freedom Museum, and reflection of the classic Georgian architecture to be found throughout the town.

## Train Tracks

With their position resting beneath the historical building, the train tracks are representative of the underground railroad and industrious heritage.

## Agriculture

From farm land to vineyards, these lines represent the town's agricultural resources.



#### Building a Brand Story

Symbolizes the town's connection to the underground railroad, as the North Star was often the only guide escaped slaves used to navigate their way to safety.

#### Buoy

Signifies Amherstburg's waterfront connection and a community that has stayed afloat for more than two centuries.

#### Tree

Represents the town's scenic landscapes, including trails, parks, and green spaces.

#### Water

A representation of one of Amherstburg's greatest assets: the waterfront.



## North Star

## **Historical Building**

An abstract representation of the Freedom Museum, and reflection of the classic Georgian architecture to be found throughout the town.

## **Train Tracks**

With their position resting beneath the historical building, the train tracks are representative of the underground railroad and industrious heritage.

## Agriculture

From farm land to vineyards, these lines represent the town's agricultural resources.



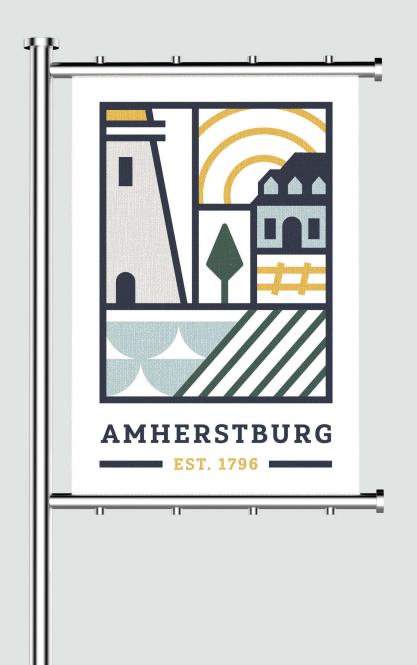
## OUR RECOMMENDATION

Based on our understanding of the Town's Community Based Strategic Plan and our project objective to build a competitive tourist and investment industry, we recommend Amherstburg move forward with **Logo Option A**, using the more accurate stylization of the lighthouse





# BRINGING IT TO LIFE













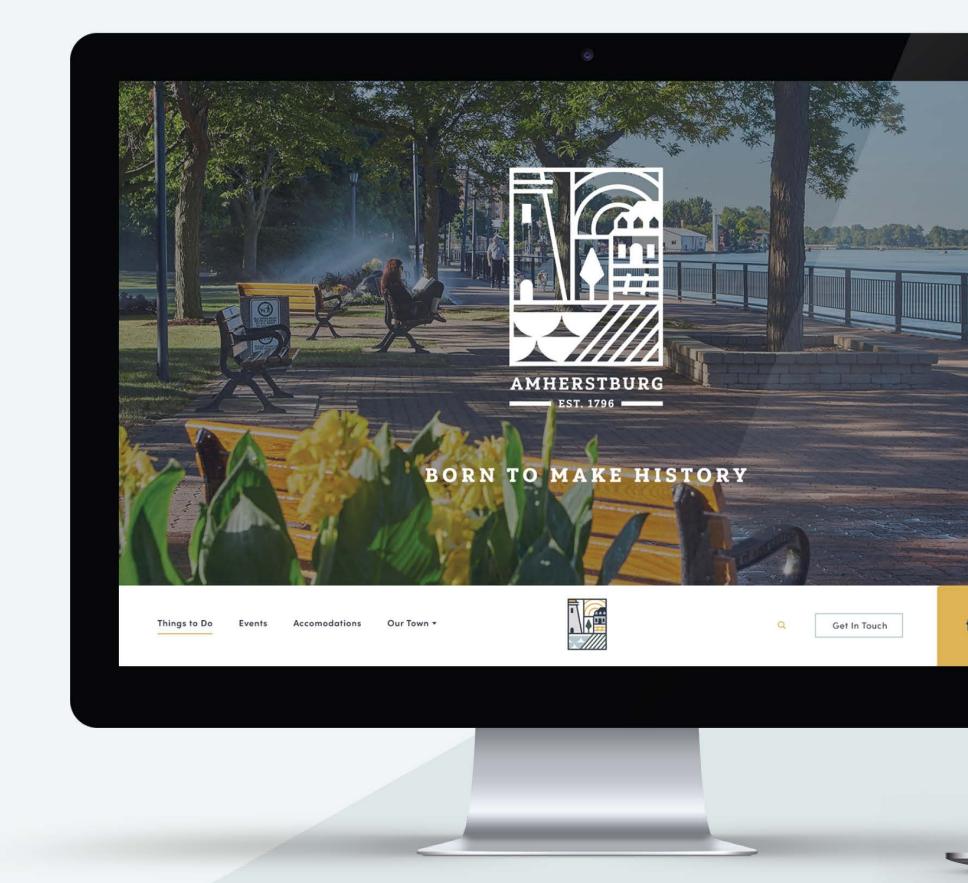


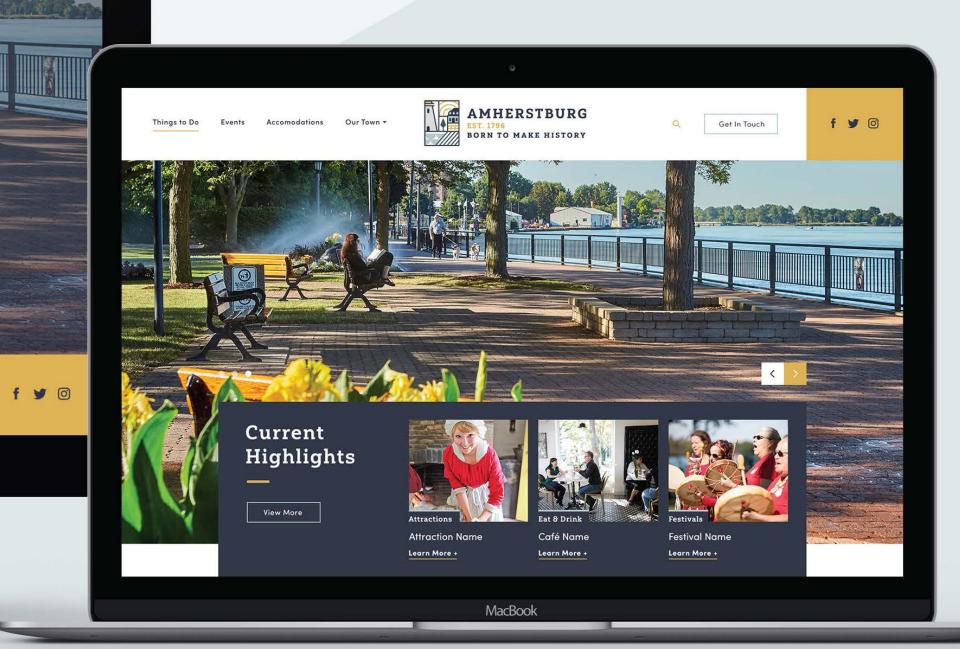
**AMHERSTBURG** EST. 1796 BORN TO MAKE HISTORY



AMHERSTBURG EST. 1796 BORN TO MAKE HISTORY









## THE TAKEAWAY

The Takeaway

# A community is only as good as its people. **YOU** are brand ambassadors.



The Takeaway



AMHERSTBURG





**AMHERSTBURG** 

**—** EST. 1796 **—** 

/ LI

## Logo Options





#### **AMHERSTBURG**

▶ EST. 1796 <



### **AMHERSTBURG**

) EST. 1796 <



The Takeaway

# / Born to Make History / / History's Calling / / Everyday History /

Tagline Options

# / Modern History/ Building on History/ You'll Love it Here



# THANK YOU! QUESTIONS?



#### THE CORPORATION OF THE TOWN OF AMHERSTBURG

#### **OFFICE OF PLANNING, DEVELOPMENT & LEGISLATIVE SERVICES**

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

Author's Name: Nicole Rubli	Report Date: February 5, 2019
Author's Phone: 519 736 0012 ext. 2251	Date to Council: February 25, 2019
Author's E-mail: nrubli@amherstburg.ca	Resolution #: N/A

#### To: Mayor and Members of Town Council

Subject: 2019 Special Events Approval

#### 1. <u>RECOMMENDATION:</u>

It is recommended that:

- The report from the Manager of Licencing and Enforcement dated February 5, 2019, as recommended by the Public Events Committee (PEC), , regarding 2019 Special Events Approval **BE RECEIVED**;
- 2. That the following events **BE APPROVED**:
  - Amherstburg Rotary Ribfest July 5, 6, 7, 2019
  - Woof~aroo Pet Fest July 20, 21, 2019
  - Amherstburg Community Church Service in the Park August 11, 2019
  - Amherstburg Community Church Service and Picnic August 18, 2019
- 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 music **BE GRANTED** for the following events:
  - Amherstburg Rotary Ribfest July 5, 6, 7, 2019
  - Amherstburg Community Church Service in the Park August 11, 2019
  - Amherstburg Community Church Service and Picnic August 18, 2019
- 4. An exemption **BE GRANTED** to Section 3 of the Kings Navy Yard Park By-law #2004-89 to allow for the following public event in the Kings Navy Yard Park:

- Amherstburg Community Church Service in the Park August 11, 2019
- 5. An exemption **BE GRANTED** to Section 5 of the Parks By-law #2002-72 to allow for a religious ceremony and picnic at Toddy Jones Park and Kings Navy Yard Park for the following events:
  - Amherstburg Community Church Service in the Park August 11, 2019
  - Amherstburg Community Church Service and Picnic August 18, 2019
- 6. The Public Events Committee **BE DIRECTED** to confirm that the requirements identified by the Committee are met prior to the event.

#### 2. <u>BACKGROUND</u>:

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

#### *"7.3. Council has the authority and responsibility to:*

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

Each Event Organizer is required to follow the Public Events Manual, fill out the required forms and submit to the Public Events Committee (PEC).

On February 5, 2019, the PEC met and reviewed applications submitted by the Event Organizers for the following events:

- Amherstburg Rotary Ribfest July 5, 6, 7, 2019
- Woof~aroo Pet Fest July 20, 21, 2019
- Amherstburg Community Church Service in the Park August 11, 2019, 2019
- Amherstburg Community Church Service and Picnic August 18, 2019

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

#### Noise Exemption

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

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

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

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

- Amherstburg Rotary Ribfest July 5, 6, 7, 2019
- Amherstburg Community Church Service in the Park August 11, 2019, 2019
- Amherstburg Community Church Service and Picnic August 18, 2019

#### Park Use Exemption

By-law #2004-89 regulates the use of Kings Navy Yard Park and designated it a passive park. Section 3 of By-law 2004-89 states the following:

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

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

Council approved exemptions are required for Section 3, of By-law 2004-89 to allow the following proposed events to proceed in Kings Navy Yard Park:

• Amherstburg Community Church Service in the Park – August 11, 2019, 2019

#### Religious Service Exemption

By-law #2002-72 regulates use of parks for the use of religious ceremonies. Section 5 of By-law #2002-72 states the following:

"No person shall hold or take part in any picnic, field day athletic meet, carnival, celebration, religious service, public meeting or public gathering."

Council approved exemptions are required for Section 5, of By-law #2002-72 to allow the following proposed religious services to proceed in Toddy Jones Park and King's Navy Yard Park:

- Amherstburg Community Church Service in the Park August 11, 2019
- Amherstburg Community Church Service and Picnic August 18, 2019

#### 3. <u>DISCUSSION</u>:

Event	Amherstburg Rotary Ribfest		
Event Organizer	Amherstburg Rotary Club		
Event Date	July 5, 6 & 7 2019		
Event Time	July 5 & 6– 11:00am to 1:00am		
	July 7 – 11:00am to 9:00pm		
Event Location	Libro Credit Union Centre		
Event Details	Food Vendors, Craft Vendors, Bouncy Rides, Live		
	Entertainment, Fireworks, Motorcycle Show and Spirit		
	Tent.		
Road Closure before 5PM	Not required		
Designation of Significant	Not required		
Event for SOP			
Noise By-law Exemption	July 5 & 6 from 11:00am to 1:00am and on July 7 from		
	11:00am to 9:00pm.		

Event	Woofa~Roo Pet Fest
Event Organizer	Lorene Clayton
Event Date	July 20, 2019 and July 21, 2019
Event Time	9:30am to 5:30pm both days
Event Location	Libro Credit Union Centre
Event Details	Pet and family friendly festival featuring various pet
	related activities.
Road Closure before 5PM	Not required
Designation of Significant	Not required
Event for SOP	
Noise By-law Exemption	Not required

Event	Church Service	
Event Organizer	Amherstburg Community Church	
Event Date	August 11, 2019	
Event Time	8:00am to 3:00pm	
Event Location	King's Navy Yard Park	
Event Details	An outdoor church service and picnic for parishioners	
Road Closure before 5PM	Not required	
Designation of Significant	Not required	
Event for SOP		
Noise By-law Exemption	August 11, 2019 from 10:00am to 12:00pm.	

Event	Church Service and Picnic		
Event Organizer	Amherstburg Community Church		
Event Date	August 18, 2019		
Event Time	8:00am to 3:00pm		
Event Location	Toddy Jones Park		
Event Details	An outdoor church service and picnic for parishioners		
Road Closure before 5PM	Not required		
Designation of Significant	Not required		
Event for SOP			
Noise By-law Exemption	August 18, 2019 from 10:00am to 12:00pm.		

#### 4. <u>RISK ANALYSIS:</u>

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

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

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

#### 5. FINANCIAL MATTERS:

Each event application received was submitted with the required \$250 deposit. The Event Organizers will be responsible to pay for equipment rentals, facility rentals and all other costs associated with their event as per the Town's User Fee By-law, as amended. The cost to set up the rented equipment by Town staff is accommodated

within the Town's budget under the Parks budget centre. Any damages to Town equipment or property are recoverable from the Event Organizer.

#### 6. <u>CONSULTATIONS</u>:

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

#### 7. <u>CONCLUSION</u>:

The PEC is confident that once all requirements are met by the Event Organizers, the events held in the Town of Amherstburg in 2019 will enhance the community experience for both residents and visitors alike.

Kuble

Nicole Rubli Manager of Licensing and Enforcement

#### AP

NOTIFICATION :							
Name		Address			Email Address	Telephone	FAX
Amherstburg Rotary Club		PO Amh	Box erstburg	183, , ON	AnnMarie.Favot@libro.ca	519 736-5409	
Woofa~Roo Pet Fest					lorene@woofaroo.com		
Amherstburg Commun Church	ity		Alma erstburg		Acclove316@gmail.com	519-736-5644	

#### **Report Approval Details**

Document Title:	2019 Special Events Approval I.docx
Attachments:	N/A
Final Approval Date:	Feb 19, 2019

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

Mark Galvin - Feb 12, 2019 - 1:39 PM

Cheryl Horrobin - Feb 14, 2019 - 3:24 PM

. Miceli ina

John Miceli - Feb 14, 2019 - 3:46 PM

Paula Parker - Feb 19, 2019 - 4:12 PM



# 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: Mark Galvin and Sarah Sinasac	Report Date: January 17, 2019
Author's Phone: 519 736-5408 ext. 2137 and ext. 2125	Date to Council: February 25, 2019
Author's E-mail: <u>mgalvin@amherstburg.ca</u> and <u>ssinasac@amherstburg.ca</u>	Resolution #: N/A

#### To: Mayor and Members of Town Council

#### Subject: Marsh Drive and Marsh Court Naming Discrepancy

#### 1. <u>RECOMMENDATION:</u>

It is recommended that:

- 1. The report from the Director of Planning, Development and Legislative Services and the Assistant Planner, dated January 17, 2019 regarding the Marsh Drive and Marsh Court Naming Discrepancy **BE RECEIVED**; and,
- 2. Administration **BE DIRECTED** to enhance the signage on Marsh Drive and Marsh Court, to monitor any complaints and/or issues post-implementation of the enhanced signage and to report back to Council after six months.

## 2. <u>BACKGROUND</u>:

In 2018, Council directed Administration to bring a report on the inconsistency between street name suffixes assigned to Marsh Drive and Marsh Court and what steps could be taken to limit the potential confusion related to two streets effectively having the same name and some duplication in address numbers. Marsh Drive and Marsh Court are located along a continuous laneway, separated by Knobb Hill Drive, north of Texas Road.

The Municipal Street Naming Policy and Municipal Street Renaming Policy were adopted by Council on September 25, 2017. As per the Municipal Street Naming Policy, the same suffix should be utilized for a continuous laneway, which would include both the Marsh Drive and Marsh Court road sections. The referenced policies also provide for changing the name of one of the road sections to a name listed on the approved Historical Street Name list, to reduce the confusion that arises from having two streets with the same name. The Town reserves the right to rename any street, including duplicate street names, in the interest of public safety.

There are multiple occurrences in the Town of Amherstburg where the same street name is being used with different suffixes. Residents may petition to have their street name changed if they find that the street name causes confusion or improperly delivered mail.

Administration has received complaints from residents who reside on Marsh Court and Marsh Drive. Residents have expressed an interest in having the Town install enhanced signs on the roadways to reduce confusion.

# 3. <u>DISCUSSION</u>:

The name duplication between Marsh Court and Marsh Drive could cause confusion for emergency services, resulting in delayed arrival of services on emergency calls. Further, there are five (5) duplicate addresses used on both Marsh Court and Marsh Drive making it problematic to give the entire length of street one common name, as many of the houses have their house numbers etched in concrete and the cost of changing the house numbers could be significant.

One alternative would be to change the street name of one of the affected streets, however this option could cause some confusion and frustration for the residents located on the street chosen for the name change. Residents would be required to change their mailing address with all institutions, which can be a lengthy process.

Administration recommends that the size of the signs on both streets be changed to emphasize the suffixes for the streets and to further assist emergency services in locating houses when called. The proposed signs would have the suffix for each street spelled out in large letters and an arrow providing direction to the street. Following installation of the enhanced signage, Administration would monitor any reported issues related to the names of the streets, which would be an indicator of the effectiveness of the larger signs.

## 4. <u>RISK ANALYSIS:</u>

Improving the street signs would reduce confusion by users, including emergency services, associated with the two streets sharing similar names.

A change in street name would require residents to change their property address on government documents, etc., and would likely be considered an inconvenience by residents, even with reasonable reimbursement on expenses to do so. Choosing a new name, even from the Historical Street Name list, may not achieve universal acceptance by the residents.

Larger signs indicating "Drive" and "Court" spelled out fully in the same font size as "Marsh" with an accompanying arrow added would indicate the delineation, without

changing the name of a street. This approach may reduce the risk of service delays and would not impact the current residents of these streets.

# 5. FINANCIAL MATTERS:

The cost of changing the signage on Marsh Court and Marsh Drive to larger signs with increased font size and directional arrows is estimated at \$150 dollars per sign, excluding labour to be provided by Town staff, or a total of \$300 for the two signs being replaced.

The cost of replacement street signs would be charged to the Public Works budget centre, Traffic Signs and Devices account.

# 6. <u>CONSULTATIONS</u>:

The County of Essex EMS was consulted and advised that a caution note will be added to the dispatch system to prompt the call receiver to confirm if the caller lives on Marsh Court or Marsh Drive. EMS stated that a name change is not necessary for their purposes and that clearer signs would be beneficial.

Amherstburg Fire Department and Amherstburg Detachment of the Windsor Police Department were consulted on this report and recommended that the changing the name would be the only way to stop confusion, but did not take issue with the changing of the signs and monitoring instances of further confusion.

Residents on Marsh Court and Marsh Drive have requested notification about when this report is being considered by Council and have been contacted.

The Manager of Public Works was also contacted with respect to the signage cost and implementation.

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# 7. <u>CONCLUSION</u>:

Administration recommends that signs on Marsh Court and Marsh Drive be replaced with larger, clearer signs as noted in the report. Administration will continue to monitor any complaints received post-implementation.

Mark Galvin Director of Planning, Development and Legislative Services

anah inozac

Sarah Sinasac Assistant Planner

DEPARTMENTS/OTHERS CONSULTED: Name: Fire Department Phone #: 519-736-6500

Name: County of Essex EMS Phone #: 519-736-6441

Name: Public Works Division Phone #: 519-736-3664

# **Report Approval Details**

Document Title:	Marsh Drive and Marsh Court Discrepancy.docx
Attachments:	- Report to Council - Marsh Court and Drive Attachments.pdf
Final Approval Date:	Feb 19, 2019

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

Mark Galvin - Feb 12, 2019 - 3:28 PM

Cheryl Horrobin - Feb 14, 2019 - 5:51 PM

. Miceli ina

John Miceli - Feb 15, 2019 - 9:14 AM

Paula Parker - Feb 19, 2019 - 4:21 PM





	Policy:	MUNICIPAL STREET NAMING	POLICY	
	Department:	Planning, Development and Legislative Services		
	Division:	Planning Services	By-Law No:	2017-90
<u>₩</u> 40 🔤 👬	Administered By:	Manager of Planning Services	Approval Date:	Sept. 25, 2017
ALC: NO	Replaces:	N/A		
ERSTRO	Attachment(s):	APPENDIX A – Historical Street Name Inventory		
		APPENDIX B – Street Name Request Form		

## 1. POLICY STATEMENT

The Corporation of the Town of Amherstburg is committed to honouring and promoting the heritage and identity of the Town and therefore, the purpose of this Municipal Street Naming Policy, is to provide guidelines and a consistent process for the naming of streets. This policy further protects the reputation and integrity of the Town of Amherstburg and its assets, and ensures a format for uniform development

#### 2. PURPOSE

- 2.1. This policy is established to provide guidelines on the naming of streets and roadways in the Town of Amherstburg.
- 2.2. This policy provides a street naming policy that promotes the Town's positive image and identity through the use of street names that are indicative of Amherstburg's unique historical, geographical and cultural characteristics, and that assists in accurately pinpointing the location of properties, and Council's desire to protect the health and welfare of the public, by enabling emergency services to quickly attend to urgent situations.
- 2.3. This policy's intent is to promote the selection of street names that will avoid duplications and promote emergency safety considerations.
- 2.4. This policy establishes a Historical Street Name Inventory list that may be used in the future by Developers and administration in the naming of streets.

#### 3. <u>SCOPE</u>

- 3.1. This policy applies to the assignment of names for all new streets within the Corporation of the Town of Amherstburg, in consultation with the adjacent municipalities of the Town of LaSalle and the Town of Essex.
- 3.2. The policy does not apply to County Roads and Highways. The Town of Amherstburg will work with the County of Essex and neighbouring municipalities on the naming of streets.
- 3.3. This policy shall be reviewed every five (5) years from the date it becomes effective, and/or sooner at the discretion of the CAO.

# 4. **DEFINITIONS**

- 4.1. <u>Chief Administrative Officer (CAO)</u> 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.*
- 4.2. <u>Clerk</u> 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*.
- 4.3. <u>Council</u> refers to the current elected Council for the Corporation of the Town of Amherstburg. This includes, in its entirety, the Mayor, Deputy Mayor and five (5) Councillors.
- 4.4. <u>**Developer**</u> in this policy refers to any person or corporation initiating a project where the implementation of new streets is included.
- 4.5. <u>Essential Services</u> include, but is not limited to, 911 Emergency Service (Police, Fire, and Ambulance) and Canada Post/federal mail delivery.
- 4.6. <u>Highway</u> means a designated or declared provincial highway, and/or street allowances and streets dedicated to the public use of highways under the Municipal Act, 2001.
- 4.7. <u>Senior Management Team (SMT)</u> is comprised of the Chief Administrative Officer and the Directors. If a Director is unavailable, a delegate may be assigned.
- 4.8. <u>Street</u> means all public and private right-of-ways within the boundaries of the Town, and when referenced in this policy refers to all vehicular paths of travel that may be noted as the following:

а.	Abby	r.	Laneway
b.	Access	S.	Line
С.	Alley	t.	Link
d.	Avenue	u.	Loop
е.	Bend	٧.	Mall
f.	Block	w.	Park
g.	Boulevard	Х.	Parkway
h.	Centre	у.	Place
i.	Circle	<b>Z</b> .	Plaza
j.	Circus	aa.	Road
<b>k</b> .	Court	bb.	Route
Ι.	Crescent	CC.	Row
<b>m</b> .	Cul-de-sac	dd.	Square
n.	Drive	ee.	Street
Ο.	Extension	ff.	Terrace
р.	Highway	gg.	Thoroughfare
q.	Lane	hh.	Any other street type
-			as noted by Statistics
			Canada.

- 4.9. <u>Subdivision</u> means a division of a single parcel of land into smaller parcels or lots by submitting a plan describing the division and obtaining the final approval from Planning Services department and subsequent approval from the Town of Amherstburg Council and the County of Essex.
- 4.10. <u>Town</u> is the Corporation of the Town of Amherstburg.

# 5. INTERPRETATIONS

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.

## 6. GENERAL CONDITIONS

- 6.1. In accordance with Sec. 24-68 of the Municipal Act, 2001, Town Council may pass by-laws for assigning street names to municipal streets within the jurisdiction of the Town.
- 6.2. In addition to such names being established in a by-law, a municipal street within the limits of the Town may be named in a Plan of Subdivision.
- 6.3. All requests for street names must be made in writing and have a completed Street Name Request Form attached. The requests shall include background information concerning the rationale for the request, geographical association (if applicable), biographical information and documentation providing support for the request. The applicant must assume responsibility for obtaining the support for the request where applicable.
- 6.4. The Planning Services department shall compile and process all proposed street names for suitability appropriateness and conformity to the street naming policy of the Town. No street name shall be used unless approved by Council. The Planning Services department may refuse a name if it is known to conflict with existing street names at either the local or regional (Essex County) scale.
- 6.5. The Planning Services department shall maintain a Historical Street Name Inventory and the list of existing street names and all records related thereto. Names that are approved by Council shall be placed on the Historical Street Name Inventory and shall remain on the list for future use. Council may at any time direct that a specific name be used for a specific street.

## 6.6. Guidelines to Street Naming

- 6.6.1. All streets accessible to vehicles shall be named including a roadway within a mobile home park.
- 6.6.2. Street names shall be chosen, whenever possible, to recognize the historical significance of figures, groups, neighbourhoods, places, landmarks and events within the Town of Amherstburg that denote:
  - 6.6.2.1. The community's evolution and progress;

- 6.6.2.2. The unique aspects related to the community's geographical locations or other distinct characteristics;
- 6.6.2.3. Figures, events, milestones, and achievements that the community may wish to acknowledge; OR
- 6.6.2.4. Any name not covered under Section 6.6 which has been endorsed by resolution of Council.
- 6.6.3. Street names that represent specific themes are encouraged as they are recognizable for Emergency Services and provide consistency in large developments.
- 6.6.4. Street names should not have more than 20 characters.
- 6.6.5. Names shall assist with emergency response situations by being consistent with street names and geographical locations.
- 6.6.6. Street names should continue across intersections.
- 6.6.7. Street extensions should continue with existing street names.
- 6.6.8. North, South, East and West may be used when a newly created street is an extension of an existing street which cannot be renumbered or for which no municipal numbers are available.
- 6.6.9. Names with spelling that leaves proper pronunciation in question shall be avoided.
- 6.6.10. Two word names shall be avoided.
- 6.6.11. Street names that are hyphenated or use quotes will not be permitted.
- 6.6.12. Street names must not be identical or similar sounding to any existing street name, both within the Town and within adjacent municipalities.
- 6.6.13. Homonyms, or names that are very close in pronunciation to existing street names, both within the Town and within adjacent municipalities, are not permitted.
- 6.6.14. Redundant street type designations are to be avoided (for example, Hall Line Drive).
- 6.6.15. Substantiation is required for proposed street names, such as historical or cultural significance, if there is any.
- 6.6.16. Street names shall not be given in recognition of any living person or used by companies for the purpose of advertising.
- 6.6.17. There shall be no use of awkward, corrupt, discriminatory or derogatory names in regard to race, sex, colour, creed, political affiliation or any other social factors.

6.6.18. The Developer/applicant for a new street name shall give special consideration to the names in the Town's Historical Street Name Inventory, unless permission is otherwise granted by Council.

#### 6.7. Street Type Designations

- 6.7.1. Only accepted street type designations may be used (see <u>Street</u> definition, Section 4.8).
- 6.7.2. Wherever possible the following street type designations are to be followed:
  - 6.7.2.1. Streets running in an East/West direction are to be designated as <u>Streets</u>.
  - 6.7.2.2. Streets running in a North/South direction are to be designated as **Avenues** or **Roads.**
  - 6.7.2.3. Narrow secondary streets having less than a 15.2 metre / 50 foot right of way, are to be designated as <u>Lanes</u>.
  - 6.7.2.4. Wider collector streets, when separated by a planted median, may be designated as **Boulevards** or **Drives**.
  - 6.7.2.5. Dead-end streets less than 305 meters / 1000 feet in length are to be designated as <u>Courts</u>.
  - 6.7.2.6. Streets having two (2) entrances in the form of a loop or an 'L' are to be designated as <u>Crescent</u>, <u>Circle</u>, or <u>Way</u>.
- 6.7.3. All street type designations are to be approved by the Planning Services department in consultation with the Fire Department.
- 6.7.4. While exceptions to the street type designations guidelines have occurred as a result of the 1999 amalgamation, these guidelines are intended to reduce or eliminate exceptions especially where they may cause difficulty in navigation within the Town.

#### 6.8. New Street Naming

- 6.8.1. The assignment of names for all new streets within the Town requires the submission of a Street Name Request Form to the Planning Services department, for approval.
- 6.8.2. The application must include a list of possible street names, with substantiation and appropriate mapping, illustrating the location of the new streets and their proposed names.
- 6.8.3. All applicants must utilize the Town's Historical Street Name Inventory when naming new streets unless permission is otherwise granted by Council.

6.8.4. Council approval and adoption of a by-law is required for the creation of any new street (name) not created through the registration of a plan of subdivision or condominium within the Town.

## 6.9. Street Name Signs

- 6.9.1. Street name signs shall be of such size and shape and constructed of such materials as required by the Engineering and Public Works Department, in compliance the Manual of Uniform Traffic Control Devices and the Ontario Traffic manuals.
- 6.9.2. A street name sign may also include an address range to the street address numbers that are located within a street or any portion of a street.

#### 6.10. Notification

The Town shall notify all internal departments, emergency services, agencies/bodies (i.e.) Canada Post) and adjacent municipalities of the assignment of a new street name.

#### 6.11. Procedures

Administration has the authority to establish procedures for implementing this policy and to amend those procedures as required in the best interests of the Town with the concurrence of the CAO and Town Solicitor (if required).

#### 7. <u>RESPONSIBILITIES</u>

- 7.1. **Council** has the authority and responsibility to:
  - 7.1.1. Approve street names for new and existing streets.
  - 7.1.2. Adopt by-laws that are required for the creation of any new street (name) not created through the registration of a plan of subdivision or condominium within the Town.
- 7.2. The **<u>Planning Services Department</u>** has the authority and responsibility to:
  - 7.2.1. Coordinate and assign new street names within the Town of Amherstburg.
  - 7.2.2. Ensure that all proposed street naming are conducted in accordance with this policy.
  - 7.2.3. Duly examine and process subdivision and condominium applications and ensure that proposed street names are selected in accordance with this policy, prior to presentation to Council.
  - 7.2.4. Present Council with recommendations regarding the naming of new streets through Council reports and supporting by-laws.

#### 8. <u>REFERENCES AND RELATED DOCUMENTS</u>

8.1. Municipal Act, 2001

#### The Town of Amherstburg's

#### **Historical Street Name Inventory**

Benson	McNally	Abbott*	
McLeod	Kolfage	Bell*	
Menzies	Lambert	Gordon*	
Berczy	McEvoy	Grondin*	
Twomey	Patten	Sinasac*	
Sparkman	Inch	Wilson*	
Hough	Cooper		
Mullen	Lukes		
Fraser	Nattress		
Johnston	Landor		
Horsman	Milligan		
McGee or McKee	Rambout		
Leggatt	Dewson		
Davis	Stanton		
Boyle	Pearson		
LaLiberty	Lundy		
Girty	Lambert		
Caldwell	Proudfoot		
Fisher	Teeter		
Cowan	Hobley		

\* Note: These names are already used in neighbouring municipalities and should be avoided unless there are no other available name options. <mark>Yellow</mark> highlighter represents names used in the Town of Essex and **red** highlighter represents names used in the Town of LaSalle.



	Policy: STREET NAME CHANGE POLICY			
	Department:	Chief Administrative Office		
	Division:	Clerks	By-Law No.:	2017-90
	Administered By:	Municipal Clerk	Approval Date:	Sept. 25, 2017
FERSTERS	Replaces:	N/A		
Attachment(s): APPENDIX A – Application For Street Name Change		ge		

#### 1. POLICY STATEMENT

The Corporation of the Town of Amherstburg is committed to ensuring the safety and comfort of its residents and therefore, the purpose of this Street Name Change Policy is to provide guidelines and a consistent process for the renaming of streets. This policy further protects the reputation and integrity of the Town of Amherstburg and its assets, and ensures a format for uniform development

## 2. PURPOSE

- 2.1. This policy is established to provide the process by which requests can be made for street name changes.
- 2.2. This policy provides the process for public input into street name changes for the streets and roadways in the Town of Amherstburg.
- 2.3. This policies intent is to promote the selection of street names that will avoid duplications and promote emergency safety considerations.

#### 3. <u>SCOPE</u>

- 3.1. This policy applies to the renaming of existing streets within the Corporation of the Town of Amherstburg, in consultation with the adjacent municipalities of the Town of LaSalle and the Town of Essex.
- 3.2. The policy does not apply to County Roads and Highways. The Town of Amherstburg will work with the County of Essex and neighbouring municipalities on the naming of streets.
- 3.3. This policy shall be reviewed every five (5) years from the date it becomes effective, and/or sooner at the discretion of the CAO.

#### 4. DEFINITIONS

- 4.1. <u>Chief Administrative Officer (CAO)</u> 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.
- 4.2. <u>Clerk</u> 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.
- 4.3. <u>Council</u> refers to the current elected Council for the Corporation of the Town of Amherstburg. This includes, in its entirety, the Mayor, Deputy Mayor and five (5) Councillors.

- 4.4. **Developer** in this policy refers to any person or corporation initiating a project where the implementation of new streets is included.
- 4.5. <u>Essential Services</u> include, but is not limited to, 911 Emergency Service (Police, Fire, and Ambulance) and Canada Post/federal mail delivery.
- 4.6. <u>Highway</u> means a designated or declared provincial highway, and/or street allowances and streets dedicated to the public use of highways under the Municipal Act, 2001.
- 4.7. <u>Senior Management Team (SMT)</u> is comprised of the Chief Administrative Officer and the Directors. If a Director is unavailable, a delegate may be assigned.
- 4.8. <u>Street</u> means all public and private right-of-ways within the boundaries of the Town, and when referenced in this policy refers to all vehicular paths of travel that may be noted as the following:

a.	Abby	r.	Laneway
b.	Access	S.	Line
с.	Alley	t.	Link
d.	Avenue	u.	Loop
e.	Bend	v.	Mall
f.	Block	w.	Park
g.	Boulevard	Х.	Parkway
h.	Centre	у.	Place
i.	Circle	<b>Z</b> .	Plaza
j.	Circus	aa.	Road
k.	Court	bb.	Route
Ι.	Crescent	CC.	Row
m.	Cul-de-sac	dd.	Square
n.	Drive	ee.	Street
о.	Extension	ff.	Terrace
р.	Highway	gg.	Thoroughfare
q.	Lane	hh.	Any other street type
			as noted by Statistics
			Canada.

- 4.9. <u>Subdivision</u> means a division of a single parcel of land into smaller parcels or lots by submitting a plan describing the division and obtaining the final approval from Planning Services department and subsequent approval from the Town of Amherstburg Council and the County of Essex.
- 4.10. <u>**Town**</u> is the Corporation of the Town of Amherstburg.

# 5. INTERPRETATIONS

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.

# 6. GENERAL CONDITIONS

- 6.1. In accordance with Sec. 24-68 of the Municipal Act, 2001, Town Council may pass by-laws for assigning street names to municipal streets within the jurisdiction of the Town.
- 6.2. The Town reserves the right to rename any street, including duplicate street names, in the interest of public safety.
- 6.3. The Town shall not be held responsible or liable for any personal, legal or household costs associated as a result of a street name change.
- 6.4. All requests for street name changes must be made in writing and have a completed Application for Street Name Change attached. The requests shall include background information concerning the rationale for the request, geographical association (if applicable), biographical information and documentation providing support for the request. The applicant must assume responsibility for obtaining the support for the request where applicable.

#### 6.5. Change Initiated by Members of the Public

- 6.5.1. Changes to street names may be initiated by the public.
- 6.5.2. All street name changes require the submission of an "Application for Street Name Change", to the Clerks Department, for acceptance of the submitted replacement street names and subsequent approval and adoption of a by-law by Council.
- 6.5.3. The application must include a proposed replacement street name and location, a sketch of the street and extent/segment of the road to be re-named, a petition with the name, address and signatures of 80 per cent of the assessed property owners/residents who reside or own property which fronts onto or is abutting the subject street. The proposed replacement street name must be in conformity with the Town's Municipal Street Naming Policy.
- 6.5.4. Costs incurred by residents (changing postal addresses, etc.) are the responsibility of each resident.

#### 6.6. Change Initiated by the Town

- 6.6.1. The Town reserves the right to rename any street, including duplicate street names, in the interest of public safety.
- 6.6.2. When a street name change is requested by the Clerks Department, the Clerks Department shall choose a solution that addresses public safety concerns and shall also have regard for the following:
  - 6.6.2.1. The potential confusion created for emergency and other municipal services, commercial delivery services, and the traveling public by renaming the street;
  - 6.6.2.2. The number of residential units affected and potential costs to residents/owners;

- 6.6.2.3. The number and type of businesses affected and potential costs to owners/operators;
- 6.6.2.4. The cost of replacing street signs;
- 6.6.2.5. The historical significance, if any, of the existing street name.
- 6.6.3. If two streets bear the same name, or are pronounced in the same manner, one of the streets is renamed:
  - 6.6.3.1. The road with the fewer number of properties affected is renamed, or;
  - 6.6.3.2. If both streets have approximately the same number of properties affected, the street which was most recently named is renamed.
- 6.6.4. At the discretion of the Clerks Department, a public meeting may also be held to obtain feedback on the proposed name, prior to Council approval.
- 6.6.5. The Town compensates businesses and residents required to change their addresses as a result of a street name and/or numbering change deemed necessary by the Town. Each residential property owner/tenant or business will receive reasonable compensation, on presentation of proof of costs incurred.

#### 6.7. Street Type Designations

- 6.7.1. Only accepted street type designations may be used (see <u>Street</u> definition, Section 4.8).
- 6.7.2. Wherever possible the following street type designations are to be followed:
  - 6.7.2.1. Streets running in an East/West direction are to be designated as **Streets**.
  - 6.7.2.2. Streets running in a North/South direction are to be designated as **Avenues** or **Roads**.
  - 6.7.2.3. Narrow secondary streets having less than a 15.2 metre / 50 foot right of way, are to be designated as <u>Lanes</u>.
  - 6.7.2.4. Wider collector streets, when separated by a planted median, may be designated as **Boulevards** or **Drives**.
  - 6.7.2.5. Dead-end streets less than 305 meters / 1000 feet in length are to be designated as <u>Courts</u>.
  - 6.7.2.6. Streets having two (2) entrances in the form of a loop or an 'L' are to be designated as <u>Crescent</u>, <u>Circle</u>, or <u>Way</u>.
- 6.7.3. While exceptions to the street type designations guidelines have occurred as a result of the 1999 amalgamation, these guidelines are intended to reduce or eliminate exceptions especially where they may cause difficulty in navigation within the Town.

6.7.4. All designations are to be approved by the Planning Services department in consultation with the Fire Department.

# 6.8. Street Name Signs

- 6.8.1. Street name signs shall be of such size and shape and constructed of such materials as required by the Engineering and Public Works Department, in compliance the Manual of Uniform Traffic Control Devices and the Ontario Traffic manuals.
- 6.8.2. When the name of a street has been changed, the sign shall, unless deemed inappropriate or unnecessary by Administration, include a reference to the former name for a period of at least one year.
- 6.8.3. A street name sign may also include an address range to the street address numbers that are located within a street or any portion of a street.

# 6.9. Notification

- 6.9.1. The Town shall notify all internal departments, emergency services, agencies/bodies (i.e. Canada Post) and adjacent municipalities of the change of an existing street name.
- 6.9.2. The Town will give Public Notice, according to the Provision of Notice to the Public Policy (By-law 2015-51), of its intention to change the name of any existing street and for all Applications for Street Names Changes within the Town.

# 7. <u>RESPONSIBILITIES</u>

- 7.1. **Council** has the authority and responsibility to:
  - 7.1.1. Approve street names for new and existing streets.
  - 7.1.2. Adopt by-laws that are required for the naming of streets
- 7.2. The <u>Clerks Department</u> has the authority and responsibility to:
  - 7.2.1. Provide Council with recommendations regarding the renaming of any existing street in the Town.
  - 7.2.2. Ensure that all proposed street name changes are conducted in accordance with this policy.
  - 7.2.3. Duly examine and process "Applications for Street Name Change" as submitted to the Clerks Department and present to Council for approval.
  - 7.2.4. Present Council with recommendations regarding the renaming of existing streets through Council reports and supporting by-laws.
  - 7.2.5. Provide Public Notice of the intention and decision to change the name of any existing street within the Town in accordance to the Provision of Notice to the Public Policy.

	STREET NAME CHANGE REQUEST FORM
ERST RUSS	TOWN OF AMHERSTBURG Clerks Department 271 Sandwich Street S. Amherstburg, Ontario, N9V 2A5 519-736-0012
	Contact Information
Full Name(s):	
Daytime Telephone:	
Alternative Telephone:	
Email:	
Mailing Address:	
Date Submitted:	
Current Street Name and Segn	nent Between Intersections:
Reason for the Requested Cha	nge of Street Name:

Further documentation required includes:

- A sketch of the street and lands to be named
- A petition with the name, address and signatures of 80% of the assessed property owners or residents who reside or own property which fronts on or is abutting the subject land



# STREET NAME REQUEST FORM

#### TOWN OF AMHERSTBURG

Economic and Community Development Department Planning Services Division 3295 Meloche Road Amherstburg, Ontario, N9V 2Y8 519-736-5408

#### **Contact Information**

Full Name(s):
Daytime Telephone:
Alternative Telephone:
Email:
Mailing Address:
Date Submitted:

#### Street Name Information

Street Name or Theme	
Requested	
Background Support	
Geographical Association (Description of Location)	

Further documentation supporting this request can be attached. If the requested street name is for an individual, a letter of support from the family must be attached.

Note: All proposed street names must follow the Street Naming Policy.



# 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: February 4, 2019
Author's Phone: 519 736-5408 ext. 2124	Date to Council: February 25, 2019
Author's E-mail: rbelanger@amherstburg.ca	Resolution #: N/A

#### To: Mayor and Members of Town Council

Subject: Amending Development Agreement with Francesco and Gina Storino for 1215 Front Road S.

#### 1. <u>RECOMMENDATION:</u>

It is recommended that:

- 1. The report from the Manager of Planning Services dated February 4, 2019, regarding the Amending Development Agreement for 1215 Front Road S. **BE RECEIVED**;
- 2. The Amending Development Agreement, with associated schedules, between the Corporation of the Town of Amherstburg and Francesco and Gina Storino for 1215 Front Road S. **BE APPROVED;** and,
- 3. **By-law 2019-016** being a by-law to authorize the Signing of an Amending Development Agreement be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign same.

## 2. <u>BACKGROUND</u>:

The Town is in receipt of an application for site plan control in accordance with Section 41 of the Planning Act, from Francesco Storino and Gina Storino. The property is legally described as Part of Lot 11, Concession 1 and Part 1, Registered Plan 12R-4177, municipally known as 1215 Front Road S. The applicant is proposing the renovation of an existing commercial unit into a residential unit. No new buildings are proposed on the site.

# 3. <u>DISCUSSION</u>:

The Commercial Neighbourhood (CN) Zone permits a 'dwelling unit' as a permitted use. The proposed amendment will add 'Schedule E' to the Development Agreement. Schedule E shows the floor plan for the proposed renovated residential unit. All other provisions in the Development Agreement dated November 13, 2001, will otherwise be in force and effect pertaining to the subject lands.

The applicant will be required to apply for a building permit for the renovations and all requirements of the Ontario Building Code will apply.

## 4. <u>RISK ANALYSIS:</u>

The recommendation presents little to no risk to the municipality.

#### 5. FINANCIAL MATTERS

All costs associated with the application are the responsibility of the applicant. Development Charges for the conversion in 2019 would be applicable at a rate of \$4,873, which represents the 2019 Development Charges rate for a two-bedroom apartment excluding the wastewater DC component, as this property does not have sanitary sewer service.

#### 6. <u>CONSULTATIONS</u>:

The Building Division was consulted on the proposed amendment to the Development Agreement.

## 7. <u>CONCLUSION</u>:

Administration recommends approval of the amending Development Agreement.

Rebecca Belanger Manager of Planning Services

SS

# **Report Approval Details**

Document Title:	Amending Development Agreement for 1215 Front Road S.docx
Attachments:	- Report to Council - Feb 25- Amending Site Plan 1215 Front Road
	S.pdf
Final Approval Date:	Feb 19, 2019

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

Mark Galvin - Feb 12, 2019 - 3:36 PM

Cheryl Horrobin - Feb 15, 2019 - 4:42 PM

. Miceli Tina

John Miceli - Feb 19, 2019 - 11:14 AM

Paula Parker - Feb 19, 2019 - 4:33 PM

# THE CORPORATION OF THE TOWN OF AMHERSTBURG

#### BY-LAW NO. 2019-016

#### By-law to authorize the execution of an Amending Development Agreement between Francesco Storino and Gina Storino and the Corporation of the Town of Amherstburg 1215 Front Road S, Amherstburg

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

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

**AND WHEREAS** the Corporation of the Town of Amherstburg and the Owner have agreed to an amending site plan in the Development Agreement;

**AND WHEREAS** the Corporation passed By-law 2001-54 on November 13, 2001 providing for the execution of a Development Agreement for the development of an eight (8) unit building containing seven (7) residential units and one (1) commercial unit.

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

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

- 1. THAT the Mayor and Clerk be hereby authorized to enter into an Amending Development Agreement between Francesco Storino and Gina Storino and the Corporation of the Town of Amherstburg for the redevelopment of 1215 Front Road S for the renovation of the commercial unit into a residential unit, said agreement affixed hereto;
- 2. THAT By-law 2001-54 is hereby amended in accordance with the attached agreement;
- 3. THAT all other provisions and regulations of By-law 2001-54 will apply;
- 4. THAT this By-law shall come into force and take effect immediately upon the final passing thereof at which time all by-laws that are inconsistent with the provisions of this by-law and the same are hereby amended insofar as it is necessary to give effect to the provisions of this by-law.

Read a first, second and third time and finally passed this 25<sup>th</sup> day of February, 2019.

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER

# AMENDING DEVELOPMENT AGREEMENT

**THIS AGREEMENT** made in quadruplicate this 25<sup>th</sup> day of February, 2019.

BETWEEN: FRANCESCO STORINO AND GINA STORINO (Hereinafter collectively called "Owner")

OF THE FIRST PART;

- and -

#### THE CORPORATION OF THE TOWN OF AMHERSTBURG

(hereinafter called the "Corporation")

#### OF THE SECOND PART;

Hereinafter collectively referred to as the "Parties"

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

AND WHEREAS the Owner warrants it is the registered owner of said lands;

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

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

**AND WHEREAS** the Owner intends to develop the said lands with the renovation of a commercial unit into a residential unit with the Floor Site Plan attached hereto as Schedule "E", and hereinafter referred to as the "Floor Site Plan";

**AND WHEREAS** the Corporation as a condition of development or redevelopment of the said lands requires the Owner to enter into a Development Agreement;

**NOW THEREFORE** the Parties Hereto Agree to Further Amend the Agreement dated November 13, 2001, as Follows:

1. Section 1 is hereby amended by adding the following schedule:

Schedule "E"- Floor Site Plan (A1)

- 2. In all other respects the said Development Agreement dated November 13, 2001, shall remain in full force and effect.
- 3. This Agreement shall inure to the benefit of, and be binding upon the parties hereto, and their respective heirs, executors, administrators, successors and assigns.

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

# OWNER: FRANCESCO STORINO AND GINA STORINO

Per	Francesco Storino	
Per	Gina Storino	
		Comparation
	We have authority to bind the C	Jorporation
	THE CORPORATION OF TOWN OF AMHERSTBU	
Per	Aldo DiCarlo,	Mayor
Per	Paula Parker,	Clerk
	We have authority to bind the C	Corporation
Authorized and approved by By-law No. 2019-016 enacted the 25 <sup>th</sup> day of February, 2019		

# SCHEDULE "A"

#### LEGAL DESCRIPTION

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

#### FIRSTLY

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the former Township of Malden now Town of Amherstburg, in the County of Essex and Province of Ontario and being composed of Part of the South Half of Lot Eleven (11) in the First Concession of the said former Township, and which said parcel or tract may be more particularly described as follows:

COMMENCING at a point in the water's edge of the River Detroit, distant 185 feet measured northerly at right angles from the westerly production of the limit between Lots 11and12;

THENCE South 87 degrees and 26 minutes east parallel with the last mentioned limit, 286 feet more or less to a stake distant 200 feet measured Easterly on a line parallel with the said limit between Lots 11 and 12, from a stake planted in the Easterly limit of the Front Road, as widened (County Road 20, formerly King's Highway No. 18) distant 186 feet and 3 inches measured Northerly in that limit from the said limit between Lots 11 and 12;

THENCE North 3 degrees and 44 minutes west, 100 feet to a stake;

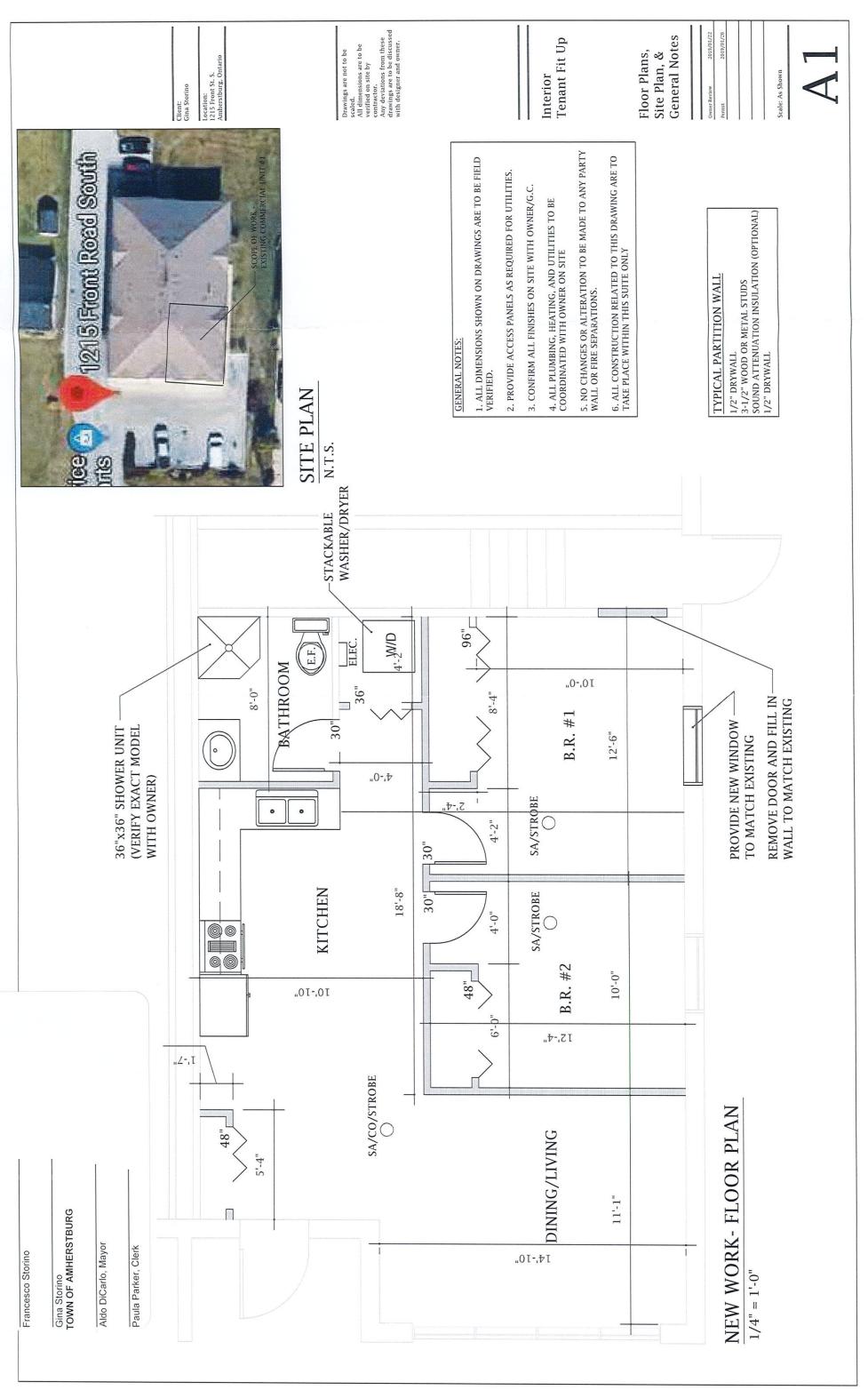
THENCE North 87 degrees and 26 minutes west, 281 feet more or less to the water's edge of the River Detroit;

THENCE Southerly following the water's edge of the River Detroit, 100 feet more or less to the place of beginning;

EXCEPTING thereout and therefrom the Front Road, as widened (County Road 20, formerly King's Highway No. 18) as shown on Deposit Plan No. 4329.

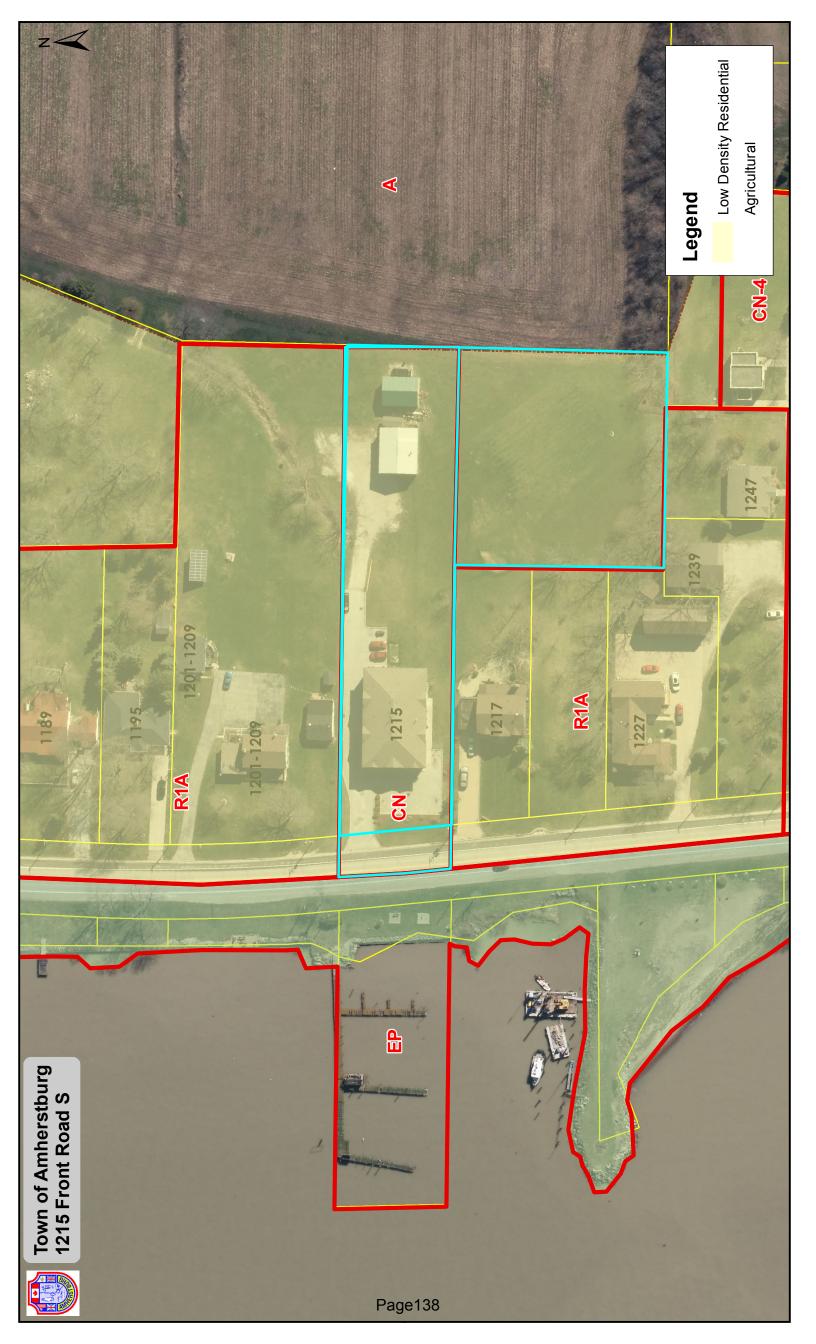
# SECONDLY:

ALL AND SINGULAR that certain parcel or tract of land and premises, situate, lying and being in the former Township of Malden now Town of Amherstburg, in the County of Essex and Province of Ontario, being composed of Part of Farm Lot Eleven (11), in the First Concession and designated as Part One (1), Plan 12R-4177.



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SCHEDULE "E" By-Law 2019-016





# 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: February 12, 2019
Author's Phone: 519 736-5408 ext. 2124	Date to Council: February 25, 2019
Author's E-mail: rbelanger@amherstburg.ca	Resolution #: N/A

#### To: Mayor and Members of Town Council

#### Subject: Draft Plan of Subdivision County File 37-T-18003, 1078217 Ontario Limited, Kingsbridge Subdivision, Part of Lots 13, 14, and 15 Concession 1 (Anderdon)

#### 1. <u>RECOMMENDATION:</u>

It is recommended that:

- The report from the Manager of Planning Services dated February 12, 2019 regarding Draft Plan of Subdivision County File 37-T-18003, 1078217 Ontario Limited, Kingsbridge Subdivision, Part of Lots 13, 14, and 15 Concession 1 (Anderdon) BE RECEIVED; and,
- 2. **By-law 2019-012** being a By-law to authorize the signing of a subdivision agreement, satisfactory in form to the Director of Planning, Development and Legislative Services, in financial content to the Director of Corporate Services, and in technical content to the Manager of Planning Services, be taken as having been read three times and finally passed and the Mayor and Clerk **BE AUTHORIZED** to sign the same.

## 2. BACKGROUND:

The subdivision agreement applies to a 23.6 hectare vacant parcel of land generally located to the east and south of Hilton Court and Whelan Avenue as an extension of Whelan Avenue, Concession 1, Part of Lots 13, 14, 15. The agreement includes 182 lots for single detached dwellings, as well as lands zoned as an Environmental Protection Zone as previously approved in August of 2018.

The County of Essex granted draft plan approval November 29, 2018 subject to a number of conditions including a provision that the applicant enter into a Subdivision Agreement to satisfy all the requirements, financial and otherwise, for the provision of services and other matters.

#### 3. <u>DISCUSSION</u>:

#### Provincial Policy Statement (PPS)

The application is consistent with the PPS in that the development promotes the efficient use of existing designated land and promotes cost-effective development patterns and standards to minimize land consumption and servicing costs.

#### County Official Plan (COP)

The application conforms to the policies of the COP.

#### Town of Amherstburg Official Plan (OP)

The subject lands are designated Low Density Residential in the OP which allows for residential development. Therefore the proposal conforms to the basic land use policies of the OP. The developer has obtained an Endangered Species Act authorization from the Ministry of Natural Resources and Forestry to allow for the construction of the subdivision.

#### Zoning By-law

At the September 24, 2018 Council meeting, approved the rezoning of the subject lands from the "Agricultural (A) Zone" to "holding Residential First Density (h-R1) Zone" and "Agricultural (A) Zone" to "Environmental Protection (EP) Zone" and "Residential First Density (R1) Zone" to "Environmental Protection (EP) Zone", to permit the development of 182 single detached dwellings.

The subject development conforms to Zoning By-law 1999-52, as amended. The current zoning permits the construction of single detached dwellings.

#### Plan of Subdivision

A Plan of Subdivision is a legal survey (M-Plan) that divides a parcel of land into smaller lots or blocks and secures the developer's obligations through a Subdivision Agreement with the Town.

The developer/owner is required to sign a Subdivision Agreement with the Town prior to registration of the plan. Prior to registration of the plan, the owner must also fulfill all conditions provided in the County's Notice of Decision. Once the plan is registered, lots in the subdivision can be sold (legally transferred to the purchaser) and building permits issued.

The attached Subdivision Agreement clearly states the developer's obligations to the Municipality including:

- Provision of appropriate securities to guarantee the developer's obligations under the Subdivision Agreement;
- Provision of a security to ensure the planting of trees by the developer to enhance the streetscape;
- Provision of public liability and property insurance during the period of construction;
- Installation of all stormwater management measures to the satisfaction the Town and the Essex Region Conservation Authority;
- Compliance with the Town's current Development Manual for the construction of roads, sewers, watermains, stormwater, sidewalks, lighting, fencing and other services in the subdivision;
- Requirement for the conveyance of easements as may be necessary for drainage and utilities;
- Developers responsibilities regarding damages;
- Provision for grass and weed maintenance until the transfer of the lots;

The developer's obligation relating to the dedication of parkland was fulfilled through initial phases of the Kingsbridge development. The entire requirement for the 5% parkland dedication was conveyed to the Town in one Block.

# 4. <u>RISK ANALYSIS</u>:

Approval of the Subdivision Agreement for Phase 7 will form one component of the completion of requirements for final approval of the subdivision approval process under the *Planning Act*.

# 5. FINANCIAL MATTERS:

The cost associated with the applications and planning processes are the responsibility of the developer.

The fees associated with this future development will include 182 lots x the applicable Development Charges (DC) rate at the time of building permit issuance (2019 rate \$13,049, which would total of \$2,374,918). Future property taxes are estimated at a total of \$900,900 in 2019 (based on \$4,950 per property assessed at \$300,000 x 182 properties) annually for this phase in the development. The Town's portion of the total taxes would equate to approximately \$545,000 annually.

Development Charges and property taxes are collected toward funding the growthrelated capital infrastructure costs and the ongoing cost of services provided by the Town respectively.

# 6. <u>CONSULTATIONS</u>:

The Manager of Engineering was consulted and provided advice during the preparation of the subdivision agreement.

The developer and his solicitor, Mr. Baker participated in the review of the draft subdivision agreement.

## 7. <u>CONCLUSION</u>:

All conditions of draft approval must be met, including the execution of the agreement with the Town before final approval by the County of Essex can be granted. The subdivision plan must be registered as a 12M-Plan before any lots can be sold or permits issued for construction.

The proposed agreement complies with the Town's planning documents, incorporates the conditions of draft plan approval and addresses site servicing details and other issues in accordance with the requirements of the *Planning Act*.

Administration is recommending approval of the Subdivision Agreement.

Rebecca Belanger **Manager of Planning Services** 

kd

# **Report Approval Details**

Document Title:	County File 37-T-18003, 1078217 Ontario Limited Kingsbridge Subdivision, Part of Lots 13, 14, and 5 Concession 1 (Anderdon).docx
Attachments:	- 2019-012 Draft - Subdivision Agreement Kingsbridge Phase 7.pdf
Final Approval Date:	Feb 19, 2019

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

Mark Galvin - Feb 14, 2019 - 3:32 PM

Cheryl Horrobin - Feb 15, 2019 - 4:38 PM

. Miceli ina

John Miceli - Feb 19, 2019 - 11:05 AM

Paula Parker - Feb 19, 2019 - 4:29 PM

#### CORPORATION OF THE TOWN OF AMHERSTBURG BY-LAW NO. 2019-012

#### By-law to authorize the execution of a Subdivision Agreement between 1078217 Ontario Limited and the Council of the Corporation of the Town of Amherstburg Kingsbridge Subdivision Phase 7

**WHEREAS** 1078217 Ontario Limited has proposed the subdivision and servicing of lands owned by it within Part of Lots 13, 14, 15 Concession 1 (formerly Township of Anderdon) now Town of Amherstburg;

**AND WHEREAS** the Corporation of the Town of Amherstburg has settled with 1078217 Ontario Limited, the requirements for the provisions of Municipal Services within the area to be subdivided, which requirements are set out in the agreement hereto annexed, and which agreement is ratified and adopted by 1078217 Ontario Limited;

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

- 1. THAT the Corporation of the Town of Amherstburg enter into a Subdivision Agreement with 1078217 Ontario Limited in the form annexed hereto, and the Mayor and Clerk be and they are hereby authorized to sign the original and copies thereof and affix the Corporate Seal thereto.
- 2. THAT 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 25<sup>th</sup> day of February, 2019.

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER

# 1078217 ONTARIO LIMITED SUBDIVISION AGREEMENT (KINGSBRIDGE SUBDIVISION PHASE 7)

# KINGSBRIDGE SUBDIVISION AGREEMENT – PHASE 7 (1078217 ONTARIO LIMITED)

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# **SUBDIVISION AGREEMENT**

**THIS AGREEMENT** made in quadruplicate this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

# BETWEEN: 1078217 ONTARIO LIMITED

(hereinafter called the "**Developer**")

OF THE FIRST PART;

-and-

# THE CORPORATION OF THE TOWN OF AMHERSTBURG

(hereinafter called the "Town")

OF THE SECOND PART;

**WHEREAS** the Developer proposes the subdivision, development, servicing and sale of lands within Part of Lots 13, 14, 15 Concession 1 (formerly Township of Malden), now Town of Amherstburg, County of Essex which lands are more particularly described in Schedule "A" annexed hereto;

**AND WHEREAS** the County of Essex granted draft plan approval for subdivision of the lands on November 29, 2018 and a redline approval on December 20, 2018 subject to conditions imposed including a provision that the owner agrees in writing to satisfy all of the requirements, financial and otherwise, of the Town concerning the installation of roads, services, drainage, the dedication and naming of streets, the granting of easements and parkland and other matters;

**AND WHEREAS** the Developer represents and warrants to the Town that it is now the registered owner of all of the lands described in Schedule "A" annexed hereto and that all of the right, title and interest of its predecessors in title and all the right and authority to complete the subdivision and to develop the lands is vested in it.

**NOW THEREFORE IN CONSIDERATION** of the premises and of the Town certifying to the County of Essex that the requirements of the Town have been met, the parties hereto agree as follows:

### 1. Recitals

The foregoing Recitals are true in substance and in fact and are hereby incorporated herein by reference.

### 2. Interpretation

The meanings of various terms used within the Agreement are as indicated in the definitions contained with the attached Schedule "B".

### 3. Installation of Services

The Developer will design, construct and install Services at its own expense in the lands in accordance with such design criteria, detailed plans and work schedules to be filed in the office of the Clerk of the Town, with good materials, in a good, workmanlike and timely manner, in accordance with good and accepted engineering practices, and to the satisfaction of the Town, and in all cases the Town engineer.

# 4. <u>Certificate of Liability Insurance</u>

The Developer will provide to the Town, on or before the commencement of any construction and installation of any of the Services called for herein, a certificate of liability insurance satisfactory to the Town, naming the Town as an additional insured party. The insurance shall protect the Developer and the Town against any liability that might arise out of the construction or installation of any of the Services herein referred to, and the said Developer shall continue such insurance in full force and effect so long as any Services are to be constructed or installed, and for a period of two (2) years after completion and Final Acceptance of the last of such Services. The limits of liability for public liability and property damage coverage under such insurance shall not be less than \$5,000,000.00. Before commencement of the installation of the Services, the Developer's consulting engineer shall provide satisfactory evidence to the Town that the said consulting engineer maintains a policy of public liability insurance and errors and omissions insurance satisfactory to the Town, which policy is to be maintained in full force and effect until the Services are completed and formally accepted (final acceptance) by the Town.

# 5. Save and Hold Harmless

The Developer covenants and agrees to save the Town harmless from any and all claims, demands, loss, costs, or damages, including legal costs on a substantial indemnity basis in any way arising from or related to the subdivision and the proposed development thereof, arising or accruing to anyone up to two years after the completion and Final acceptance of the last of the Services in the subdivision.

# 6. Drawings and Tenders

The Developer shall submit all plans, design drawings, grading plans and specification lists, all of which shall carry the seal of the professional engineer who is responsible for such design and be signed by him, to the Town for examination by them and the Town engineer. In the case of any Services to be constructed by contract, the Developer shall also submit to the Town a copy of each set of "information for tenders" documents and each proposed contract together with the names of the proposed contractors and sub-contractors to be engaged. The Developer shall file with the Town work schedules for the construction and installation of all Services, whether by the Developer, the contractors, sub-contractors or others. The Developer shall obtain the approval in writing of the Town to all of the foregoing, except the selection of contractors or sub-contractors before granting any contract or commencing any work. The design criteria contained in Schedule "C" hereto shall constitute the minimum conditions upon which tenders are made, contracts let, or work done. The Developer's consulting engineer or successor thereto, shall continue to be retained by the Developer until the works are complete and formally accepted by the Town.

# 7. Construction of Services by Contractors

In case of construction of Services by contractors, the Developer shall comply with all of the holdback provisions of the Construction Lien Act. In the construction of all services the Developer shall indemnify and save the Town harmless from any and all claims, actions and demands resulting from the construction and installation of Services.

# 8. Inspection

The Town, and its authorized agents, including the Town engineer, shall have the right at any time and from time to time to inspect all Services during and after construction and to inspect and test all materials proposed to be used in the construction of any of the services. The costs of such inspections and tests shall be paid by the Developer within 15 days of written demand by the Town. If at any time, the construction of any service or material is, in the opinion of the Town engineer, not in accordance with the plans and specifications or not in accordance with good engineering practices or any of the provisions of this Agreement, the Town engineer may order the materials to be replaced or the work to be placed in satisfactory condition within such time as he may specify, and in the event of the Developer failing to comply or obtain compliance with such order, the Town engineer may stop work upon such services, or in his sole discretion upon The Developer shall at all times provide all information all services. requested by the Town, its authorized agents and the Town engineer in relation to the various materials and services and shall at any time at his expense expose any municipal service for inspection by the Town engineer. Notwithstanding the generality of the foregoing, the rights of the Town and its authorized agents including the Town engineer hereunder shall be limited to a period of one year after the initial acceptance of the last of the services within or required to facilitate the servicing of lots where such inspection, testing or other action is proposed.

# 9. Approval for Commencement of Work

No work shall commence without the approval of the Town and any work requiring the approval or consent of any other governmental authority shall not commence until such approval or consent has also been obtained. No watermain, sanitary sewer, storm sewer or hydro line shall be connected to any existing municipal services without the written approval of whichever of the Town or the approval of the Authority which has jurisdiction over such municipal system.

Prior to undertaking construction or site alteration activities, any necessary permits or clearances be received from the Essex Region Conservation Authority.

### 10. Work Schedule/Quality of Work

The Developer will prepare and submit to the Town, plans for the installation of services for each phase of the development and will request a preconstruction meeting with the Town and its consultants in order to establish a work schedule acceptable to the Town and shall proceed with reasonable development procedures and in accordance with such work schedule. Subject to Force Majeure, if the Developer fails to proceed with reasonable development procedures and in accordance with the accepted work schedule or if in the opinion of the Town Engineer the Services are not being installed in accordance with the drawings, or specifications approved therefore, or in accordance with good engineering practices in a good, workmanlike manner, using good materials, then the Town shall give the Developer thirty (30) days to Cure any default following which and in addition to any other remedy the Town may have, the Town may, without further notice, enter upon the lands of the Developer and proceed to supply all materials and do all necessary work in connection with the installation of the Services, including the repair or reconstruction of faulty work, and replacement of materials not in accordance with the drawings or specifications and the Town shall charge the cost thereof, including all engineering and other fees to the Developer, who shall forthwith pay the same within thirty (30) days of a written demand therefor by the Town. In the event that the payment is not received within thirty (30) days of the written demand by the Town, the amount expended shall constitute and be a lien and charge upon the lands of the developer and may be collected as real property taxes in accordance with the Municipal Act as amended from time to time.

# 11. Developer's Responsibilities Until Final Acceptance

Until such time as the Town has finally accepted each of the Services, including roadways herein referred to, the Developer shall be responsible therefor. The responsibility of the Developer prior to Final Acceptance by the Town shall include liability for all types of maintenance in connection therewith. If the Developer should in the opinion of the Town or of its agents or employees fail to maintain any Service including roadways, prior to the Final Acceptance by the Town, the Town may without notice in case of emergency, or in any other case on 30 days' notice, if such default is not Cured by the Developer during the 30 day notice, maintain the same, but in so doing, the Town shall for all purposes be deemed to have acted as agent for the Developer, without in any way being deemed to have finally accepted such Service, or to have incurred any liability for future maintenance, and the Town shall be entitled to reimbursement for the cost of any such maintenance, within thirty (30) days of written demand therefor, and the Town shall further be relieved of liability for damages caused unintentionally, in the course of such maintenance. Snow removal, salting or sanding by the Town shall not constitute acceptance of the roads by maintenance thereof.

The Developer shall also be responsible for the cleaning and flushing of sewers throughout the development until such time as the maintenance period for the construction of the Services has expired. The Town shall have the right to inspect the said sewers from time to time and, if deemed necessary, may require the Developer to clean and flush same immediately, and the Developer hereby agrees to perform such cleaning and flushing on demand to the entire satisfaction of the Town.

# 12. Building Permits

The Developer covenants and agrees on behalf of itself and its successors in title to any lot, not to apply for any building permit for the construction of any building on any lots covered by this agreement until:

# (i) Initial Acceptance of Services

All of the services relating to all of the lots therein, including, hydro, water and gas have been installed and initially accepted by the Town with the exception of the final asphalt surface course of the roadway.

# (ii) Model Homes

The Developer may apply to the Chief Building Official for model home permits prior to the completion of all services provided the dwelling unit is connected to water, storm, and sanitary services and that the base coat of asphalt and concrete curbs and gutter have been installed, to the satisfaction of the Town Engineer. Issued building permits shall not exceed four dwelling units or ten percent of the total dwelling units in any particular phase and shall adhere to all of the requirements in the Town's development manual.

For additional phases within the subdivision, the application(s) for model home permits by the developer shall adhere to the town's development manual.

# 13. Tree Provisions/Mailbox Requirements

The Developer shall:

# (i) Tree Provision

The Developer will provide to the Town, before the commencement of any construction or installation of any service, an irrevocable letter of credit (self-renewing and without burden of proof), or a certified cheque, satisfactory to the Town, the value of the trees to be planted (i.e. \$300 x 182 lots). The trees will be installed by the developer on the lots where homes have been constructed and the front and side yards have been seeded and sodded, once per year annually in the fall. The Town will review the number of trees planted annually and refund the tree deposits for those trees planted on a pro rata basis. The trees will be planted in accordance with the Town's Tree By-law on the municipal ROW, and at a minimum of 60 mm in calibre based on the Tree By-law.

# (ii) Super Mailboxes

The Developer shall contact Canada Post to determine the location of super mailboxes throughout the subdivision. The Developer agrees to include in all offers of purchase and sale and on the title, to be aware of the locations of any community mailboxes within or serving the development plan and that mail delivery will be provided by community mailboxes. The Developer also agrees to include in all offers of purchase and sale any established easements granted to Canada Post to permit access to the Community Mail Box. The location of the super mailboxes also to be satisfactory to the Town.

# 14. Landscaping Requirements

(i) Front and Side Yards

The front lawn and exterior side yard of each lot shall be sodded, seeded or otherwise landscaped within six months of the construction of a house thereon, and such sodding, seeding or landscaping shall be continued over the unpaved portion of the road allowance, including any lands between a sidewalk and the road, to the back of the curb and gutter in front of such lot. Such sodding, seeding or landscaping shall be maintained in perpetuity. The Developer shall impose a covenant to this effect in the transfer of each lot conveyed by it.

# 15. Registration Requirements

The Developer covenants and agrees to cause the local Land Registrar to register, immediately after registration of the proposed plan of subdivision, as annexed to each lot in the proposed plan of subdivision, a condition of restriction running with the lands, that such lot is not to be built upon unless the provisions of paragraph 12 of this agreement, limiting entitlement to building permits has been complied with.

# 16. Financial Security

The Developer will provide to the Town, before the commencement of any construction or installation of any service, an irrevocable letter of credit (self-renewing and without burden of proof), or a certified cheque, satisfactory to the Town, in an amount equal to 50% of the value set by the Town for all Services to guarantee satisfactory installation of all Services. This value will be established based on the prices in the tender. The Developer must

provide the completed tender form from the contractor to the Town. If work is not tendered the Consulting Engineer must provide a tender form that provides an estimate of cost to establish the value of securities. If the provision of Services to the lots requires the construction or installation of any services outside the subdivision, the foregoing provisions as to the security equal to 100% of the value for Services shall extend to and be required in connection with any Service extending outside.

# 17. Maintenance Security

The Developer shall provide to the Town an irrevocable letter of credit, (selfrenewing and without burden of proof), or a certified cheque, satisfactory to the Town, in an amount equal to 25% of the value set by the Town upon initial acceptance thereof, for all servicing of lots within the subdivision, until final acceptance of services after completion and initial acceptance by the Town of the last service provided. If the Municipality agrees and/or requests that some of the work be delayed, Performance Securities for 100% of the outstanding works would be required in addition to the Maintenance Security.

# 18. Iron Bars

The Developer will file with the Town a surveyor's certificate dated within 30 days before the application for initial acceptance by the Town of asphalt surfacing on roadways, to the effect that all Standard Iron Bars shown upon the plan of subdivision have been located or replaced.

# 19. Staking of Bars Prior to Construction

Before the sale of any lot or the issue of any building permit within the subdivision, the Developer shall stake to the satisfaction of the Town, the locations of all Standard Iron Bars, and shall maintain such staking to the satisfaction of the Town, its respective servants and agents and the Town engineer, in relation to each lot until the home foundation is installed and all services to the proposed home have been provided. The Developer will provide to the Town on request, and to any proposed builder, all usual information as to grades and levels for each lot within the subdivision.

# 20. Developers Responsibilities in Regard to Damages

The Developer undertakes and agrees to pay for any damage caused to any existing road, road allowance, structure or plant and any costs involved in the relocation of or repair or connection to any existing services arising in any way from or in connection with this agreement or the provision of services called for herein including the changing of grades of existing adjacent roads, and also any taxes or other charges levied or to be levied upon the lands to be subdivided, until such time as the lands have been assessed and entered on the collector's roll according to the proposed and presently registered plans.

# 21. Stormwater Management

The development of the subdivision requires special measures to deal with stormwater management. The Owner agrees:

(i) This phase is included in the stormwater report titled Kingsbridge Residential Community, Revised Stormwater Management Report-Southwest Pond, Amendment No. 2 February 23, 2017. The owner is to install all the stormwater management measures identified in the final report as part of the development of the site, included overland flow routes.

- (ii) The Consulting Engineer will be required to provide written confirmation to the Town that the design of all components of the stormwater system are in accordance with the provisions outlined in the Kingsbridge Residential Community, Revised Stormwater Management Report- Southwest Pond, Amendment No. 2 February 23, 2017.
- (iii) To continue to conduct regular inspections once every two weeks and after each sizeable storm event of all sediment and erosion control measures recommended in the approved stormwater management plan during the construction phase; Results of these inspections must be sent to the Municipality on a monthly basis.
- (iv) To maintain an inspection log which shall be made available for review by the Ministry of the Environment Conservation and Parks and Essex Region Conservation Authority, upon request. These inspection logs must be sent to the Municipality on a monthly basis. The log shall state the name of the inspector, date of inspections and the rectification or replacement measures which were taken to maintain the sediment and erosion control measures. Inspections shall continue until the assumption of services by the municipality or until site construction conditions warrant cessation of the visits;
- (v) It is the intent that any lands required for the permanent stormwater management pond are to be conveyed to the municipality in future phases of this development.

# 22. Stormwater Management Issues: Catchbasin and Road Maintenance

All catchbasins will have filter fabric placed under the lid to catch sediment. It will be the Developer's responsibility to ensure the filter fabric is changed periodically as required to allow drainage through the catchbasins. The developer will also be responsible for ensuring the roads are kept in a clean manner during house construction.

# 23. Design Drawings

For all the works outlined therein and referred to in this section, the Developer shall provide design drawings, specification lists, tender in the same manner as for services in the subdivision, as detailed in paragraphs 3 through 10 and 17 and 18 hereof, and shall obtain approval of the works as detailed in paragraph 31 hereof.

# 24. Additional Work

If at any time prior to final acceptance of the last of the services by the Town it is of the reasonable opinion that additional works are proven necessary to provide adequately any of the public services specified in the schedules hereto, which were not reasonably foreseeable at the date of this Agreement then the Developer shall construct, install or perform such additional work at the request of the Town provided that, if the Developer disagrees that such additional works are necessary, the question shall be resolved by a single arbitrator if the parties can agree on one, otherwise by a panel of three arbitrators proceeding under the Arbitrations Act.

# 25. Grading of Topsoil

The Developer covenants and agrees that topsoil excavated for roadways shall be left and leveled within the subdivision, except as provided in paragraph 26 hereof. Any topsoil that is stockpiled shall be neat and sloped in such a manner that weed cutting can be carried out with mechanical equipment by the Developer to the entire satisfaction of the Town.

# 26. Grading/Dumping/Removal of Material

The Developer shall carry out all grading of all lands, in accordance with the grading plans to be filed in the office of the Chief Building Official of the Town of Amherstburg, and shall forthwith carry out temporary or permanent drainage work that the Town engineer may certify to be necessary to eliminate ponding, erosion, channeling of underground water or other drainage problems. The Developer shall neither dump nor permit to be dumped any fill or debris, or remove or permit the removal of any soil or fill from any of the lands to be subdivided without the written consent of the Town engineer. In seeking consent of the Town engineer to the removal of topsoil the Developer shall establish that when final grades are established for all of the lots and blocks within the subdivision there will be topsoil to a depth of at least four inches (4") over the entire area not covered by buildings, roadways and driveways.

# 27. Grass and Weeds Maintenance

The Developer shall be responsible for the proper maintenance of grass and weeds throughout the subdivision under the direction of the Town until such time as a building permit is issued on a lot or the lot is transferred to a new owner. The Developer is required to place notice on title of this requirement on each lot conveyed by it.

# 28. Rear Yard Drainage

Rear lot drainage shall be installed on each lot, in connection with the construction of a house thereon, and shall be connected to the storm sewer system. The specifications, design and installation of such rear yard drainage shall be acceptable to, and subject to the approval of the Town engineer. On an application for a building permit on any lot within the lands to be subdivided, the builder shall produce a plan or sketch satisfactory to the Chief Building Official of the proposed rear yard drainage, which shall be in accordance with the Building Code. The installation of such rear yard drainage shall be subject to the same inspections as foundation drains and the Chief Building Official may issue work orders or stop work orders in relation thereto.

Farm field drainage tiles extending to the subject lands are to be severed and permanently blocked so as to prevent the flow of storm water into the subdivision.

# 29. Sump Pump Overflow

All homes must be designed to include a sump pump overflow provided as part of the overall detailed design.

# 30. Municipal Numbers

The Developer shall ascertain from the Town the appropriate municipal numbers for each lot, and shall provide such numbers to prospective purchasers, builders and lenders.

# 31. Interim Acceptance of Services

The Developer shall apply for initial acceptance of the municipal services by filing with the Town a certificate under the hand and seal of its project engineer that the construction and/or installation of such Services has been completed in accordance with the design criteria and the plans and specifications therefor approved and filed by the Town before construction, and by filing as-built drawings of such Service. The Town and its authorized agents, including the Town engineer, shall carry out such inspections as they deem necessary, and such Service shall then be deemed to have received Interim Acceptance after the Town engineer certifying that such Service has been completed in accordance with this Agreement, providing that all the covenants of this Agreement have been complied with to the date of such certificate.

# 32. Final Acceptance of Services

The Town shall have granted Final Acceptance of the Services in each phase upon the Town engineer and the Town being satisfied that all covenants under this Agreement have been fully complied with and all repairs and replacement required during the maintenance period have been carried out within such phase, and then authorizing release of the maintenance securities or bonds. Immediately prior to requesting Final Acceptance of the Services, the Developer shall flush clean and camera inspect the sanitary and storm sewer system -including all services. The Developer's consulting engineer shall certify that the Services have been inspected and the camera inspection has been reviewed, and that there are no slumps, cracks, blockages or other deficiencies within the system to the entire satisfaction of the Town. A copy of all sewer videos will be provided to the Town for their review.

# 33. **Town's Fees**

The Developer undertakes, covenants and agrees to pay any planning, engineering, legal, auditing or other fees or disbursements incurred by the Town relating in any way to the proposed subdivision, or the servicing thereof, or to this agreement, including negotiations and preparations prior to its execution and including the entire fees and disbursements of the Town engineer when acting pursuant to the terms of this agreement, and any clerical or administrative expense of the Town relating in any way to or arising from this agreement, forthwith upon being invoiced therefor. The Developer agrees to deposit with the Town on or before the execution of this agreement, the sum of \$2,000.00 to be applied against such fees as may be incurred from time to time, with such deposit to be renewed from time to time as used up, when requested by the Town, any unused balance to be returned to the Developer without interest, on the expiry of the maintenance period.

# 34. Easements

The Developer shall convey to Amherstburg, or the appropriate authority without cost and free of encumbrance, any and all easements as may be required by Amherstburg, the applicable hydro authority, the applicable telecommunications, cable tv and internet service provider(s), and any natural gas provider and/ or any other applicable utility provider. Such easements may be through, over or under the appropriate portion of the Subject Lands and may be required for drainage purposes, sewers, hydro, watermains, telephone, cable tv, natural gas or any other purpose as deemed necessary by Amherstburg.

### 35. Conveyances

The Developer agrees that open ends and streets of all road allowances shall terminate in 0.30 metre reserves and to convey, without cost and free of encumbrances, all such 0.3 metre reserves shown on the Plan to Amherstburg.

The Developer shall gratuitously dedicate as public highways all road allowances shown on the Plan and shall name all such road allowances in a manner satisfactory to Amherstburg.

# 36. Ministry of Natural Resources Authorization

Prior to site alteration of any kind, and final approval by the County of Essex, the Owner shall undertake to ensure that any site alteration be completed in accordance with the Endangered Species Act, 2007, and more specifically in compliance with Benefit Permit Approval No. AY-C-001-18 issued by the Ministry of Natural Resources and Forestry, and a certified biologist shall confirm in writing that any site alteration has been completed in accordance with the requirements of Benefit Permit No. AY-001-18, and any subsequent letters/authorizations/decisions issued under the Endangered Species Act, 2007.

# 37. Register Notice of Agreement

The Developer covenants and agrees to cause the Local Land Registrar to register notice of this agreement against all of the lands affected hereby, immediately after registration of the proposed subdivision, and to obtain acknowledgement, consent and postponement agreements, from any and all encumbrances registered prior to registration of such notice.

# 38. Development Charges

The Developer acknowledges that the lands subdivided by this agreement are subject to By-law 2014-101 passed October 3, 2014, which established development charges for development in the Town, and provided that a development charge of \$13,049.00 be paid for each single detached and semi-detached dwelling. The Developer further acknowledges that the bylaw provides for an annual inflationary adjustment in accordance with the Section 3(4)(a) of the Development Charges Act, and that the above noted figure may change annually. The said development charge shall be paid prior to the issuance of a building permit for each lot. The Developer undertakes and agrees to provide that all Offers of Purchase and Sale include information that satisfies Subsection 59(4) of the Development Charges Act including development charges for school purposes relating to any such lot pursuant to 59(4) of the Development Charges Act, 1997.

# 39. Town Engineer

Throughout this agreement the term "Town Engineer" shall mean the professional engineer or firm of professional engineers retained by the Town to carry out the duties referred to in this agreement. Notwithstanding the above, the Town may agree to the use of a single engineering firm. However, should any dispute arise as a result of this agreement, the selected engineering firm shall be responsible to the Town, and the Developer shall be required to retain its own professional engineer.

# 40. Use of General Terms

Throughout this agreement the singular shall be deemed to include the plural, and the masculine, feminine and neuter genders shall be interchangeable as the context and applicable situations may require.

# 41. Enforcement of Agreement

The Developer will not call into question directly or indirectly in any proceeding whatsoever in law or in equity or before any administrative or other tribunal the right of the Town to enter into this agreement and to enforce each and every term, covenant and condition thereof and this provision may be pleaded by the Town in any such action or proceeding as a complete and conclusive estoppel of any denial of such right. If any provision of this agreement shall be found to be or deemed illegal or invalid, the remainder of the agreement shall not be affected thereby.

# 42. No Waiver of Rights

No indulgence or forbearance by the Town shall be deemed to constitute a waiver by the Town of its rights to insist on performance in a full and timely manner of all the covenants contained herein, and any such waiver, in order to be binding, must be in writing and duly authorized by the Town Council. No such waiver of any provisions, conditions or covenants shall be deemed to be a waiver of the right to later require full and timely compliance with the same terms, conditions or covenants, or with any other terms, covenants or conditions of this agreement at any time.

# 43. Parkland Dedication

In satisfaction of the requirement for parkland dedication for the entire Kingsbridge development the Developer has gratuitously conveyed to the Town in fee simple and without encumbrances, lands for park purposes in accordance with the provisions of the Planning Act, R.S.O. 1990 as follows:

(i) Parts 2, 3, 10 and 11, Reference Plan 12R-22789 8.39 hectares

In consideration of the parkland dedication the Town agrees to reimburse the Developer the amount of \$20,150.00 which represents prior payments made by the Developer in lieu of parkland for previous phases. The Town and Developer agree that this reimbursement will not occur until such time as the parkland where the drainage canal is located is useable by the Town.

# 44. <u>Schools</u>

In accordance with the requirements of the Greater Essex County District School Board and the Windsor-Essex Catholic District School Board, the Developer is required to place notice on title for purchasers of the lots to be aware that students may not be able to attend the closest neighbourhood school and could be bused to a distant school with available capacity.

# 45. <u>Sidewalks</u>

Concrete sidewalks are to be installed in accordance with the Kingsbridge Sidewalk Master Plan dated August 26, 2006 and the Town's design standards along internal streets identified within the proposed plan and pursuant to municipal requirements to facilitate pedestrian movement, bus routing and stops, and safety of school children. The minimum width of sidewalk is 1.5m and must meet all AODA requirements, including the installation of tactile plates at intersections. The timing of the installation of the required sidewalks will be determined by the Town's Engineering and Public Works Department in conjunction with the Developer.

# 46. Streetlights

The Developer shall install streetlights in accordance with the present design standards, all to be approved by the Town of Amherstburg. The Town requires the installation of LED fixtures.

# 47. Street Signs

The Developer shall request that the Town install street signs at each intersection and where necessary, all to be done in accordance with present standards.

# 48. Sewage Allocation

The Developer acknowledges that the development is within the sanitary sewer service area for Edgewater Lagoon, which is currently at capacity. The Town and Developer acknowledge that an Environmental Assessment has been completed which provides for the inclusion of the Edgewater Sanitary Sewage Service Area into the expanded and upgraded Amherstburg Wastewater Treatment Plant (AWWTP). The construction of the required pump stations and forcemains to send the sewage from the Edgewater Lagoon to the AWWTP is anticipated to be completed in 2019. Until such time as this work is completed only model home permits can be issued.

The Town confirms that there is no sewage capacity, via the Texas Road sewer, for the 182 lots of Phase 7.

### 49. Sewage Ejector Pumps

All homes must be designed to include a sewage ejector pump. Gravity flow from the home will not be accepted.

# 50. Essex Terminal Railway

The Developer shall include in all agreements of purchase and sale and a notice on title advising purchasers of lots of the presence of an operating railway with its attendant noise, vibration and safety concerns.

# 51. Cure Period

Throughout this Agreement, where reference is made to the Town undertaking works on behalf of the Developer because of default or some other reason, it is agreed that the Developer will be given thirty (30) days to Cure any such deficiency, default or other problem or commence to Cure default and proceed diligently to remedy same prior to the Town undertaking the required works unless such deficiency, default or other problem is deemed to be an emergency.

### 52. <u>Notice</u>

(a) Any notice, direction or other instrument required or permitted to be given by any party under this Agreement shall be in writing and shall be sufficiently given if delivered personally, sent by prepaid first-class mail or transmitted by telecopier or other form of electronic communication during transmission of which no indication of failure or receipt is communicated to the sender:

In the case of notice to the Developer:

c/o Michael Dunn 1078217 Ontario Limited 948 Albert Lane, R.R. #1 Belle River, ON NOR 1A0

In the case of notice to the Town:

271 Sandwich Street South AMHERSTBURG, ON N9V 2A5

Attention: The Clerk Fax: (519) 736-5403

Manager of Planning Services Fax: (519) 736-5408

Manager of Engineering

Fax: (519) 736-7080

(b) Any such notice, direction or other instrument if delivered personally, shall be deemed to have been given and received on the date on which it was received at such address, or, if sent by mail, shall be deemed to have been given and received on the date which is five (5) days after which it was mailed, provided that if either such day is not a Business Day, then the notice shall be deemed to have been given and received on the Business Day next following such day. Any notice transmitted by telecopier or other form of electronic communication shall be deemed to have been given and received on the date of its transmission provided that if such day is not a Business Day or it is received after the end of normal business hours on the date of its transmission at the place of receipt, then it shall be deemed to have been given and received at the opening of business in the office of the recipient on the first Business Day next following the transmission thereof. If normal mail service, telex, telecopier or other form of electronic communication is interrupted by strike, slowdown, Force Majeure, or other cause, a notice, direction or other instrument sent by the impaired means of communication will not be deemed to be received until actually received, and the party sending the notice shall utilize any other such service which has not been so interrupted to deliver such notice.

### 53. Agreement Binding on Parties

This agreement shall enure to the benefit of, and be binding upon the parties hereto, and their respective heirs, executors, administrators, successors and assigns.

**IN WITNESS WHEREOF** the Town has hereunto affixed their seals attested by the signatures of their proper signing officers and the Developer has hereunto affixed its seal attested by the signature of its proper signing officer in that regard.

### 1078217 ONTARIO LIMITED

Per Michael R. Dunn - Secretary

I have authority to bind the Corporation

# THE CORPORATION OF THE TOWN OF AMHERSTBURG

Per Aldo DiCarlo, Mayor

Per Paula Parker, Clerk

We have authority to bind the Corporation

# SCHEDULE "A" LEGAL DESCRIPTION

Part Lots 13, 14, 15, Concession 1 Anderdon Town of Amherstburg, County of Essex, Province of Ontario

# SCHEDULE "B" DEFINITION OF TERMS

The following definitions shall apply in the interpretation of this Agreement:

"**Cure**" means that the Developer has commenced the works required to address the Event of Default that has been identified and for which notice in accordance with this Agreement has been provided and is proceeding diligently to remedy any deficiency or default.

"Event of Default" means if the Developer fails in the performance of an obligation under this Agreement, and the Town issues a notice of such failure or default and a demand for performance, observance or compliance has been given. In such cases, the Town must allow the Developer a minimum of thirty (30) days to Cure the default (Cure as defined herein) unless such default is determined to be an emergency by the Town in which case a minimum less than thirty (30) days can be established for the Developer to Cure the default.

"Final Acceptance" means the date, commencing no sooner than the expiry of the maintenance period wherein the Developer's Consulting Engineer has provided a declaration to the Town confirming that the works and Services have been completed in accordance with the terms of this Agreement and the Town engineer formally accepts the Services in writing.

"Force Majeure" means and includes acts of God, terrorist attacks, weather conditions, labour disputes, shortage of labour and materials and any happening, condition or thing beyond the control of a person which could not reasonably have been anticipated and avoided by such person which delays or prevents such person from performing any of its obligations hereunder, financial inability excepted.

"**Improvements**" means modifications to the Town-owned infrastructure that may be reasonably required from time to time.

"Indemnifiers" means jointly and severally.

"**Interim Acceptance**" means when Services are placed on maintenance by the Town.

"Lands" means those lands as described in Schedule "A" attached hereto.

"Plan of Subdivision" means a registered plan of the lands where new, separate parcels of land have been created and can be legally used for the sale of lots.

"Services" means the storm sewers, sanitary sewers, waterlines, roads, curbs and hydro services, including those components of infrastructure described in Schedule "C".

"**Substantial Performance**" means the date that the Developer's Consulting Engineer has provided a declaration to the Town confirming that the works are ready for use or are being used for the purposes intended.

**"Town's Infrastructure Work"** means the infrastructure work being undertaken by or on behalf of the Town to the portions of the Lands not designated for private development.

# 1078217 ONTARIO LIMITED

Per Michael R. Dunn - Secretary

I have authority to bind the Corporation

# THE CORPORATION OF THE TOWN OF AMHERSTBURG

Per Aldo DiCarlo, Mayor

Per Paula Parker, Clerk

We have authority to bind the Corporation

# SCHEDULE "C"

# **DESIGN CRITERIA**

# FOR SERVICES TO BE PROVIDED IN THE KINGSBRIDGE SUBDIVISION – PHASE 7

### TOWN OF AMHERSTBURG

### GENERAL

Sanitary and storm sewers, watermains, curbs and gutters, sidewalks, street lighting and electric service connections shall be constructed in accordance with plans and specifications prepared by a professional engineer, registered to practice in the Province of Ontario, and acceptable to the Town of Amherstburg. Criteria upon which these services are to be designed, are as described in this schedule.

### STORM DRAINAGE

Storm sewers, together with catch waterbasins shall be installed in all streets in the development in accordance with the approved engineering drawings and as approved by the Ministry of the Environment Conservation and Parks, E.R.C.A. and the Corporation. A copy of the design calculations shall be submitted to the Corporation and included on the design drawings.

Private service connections (including cleanouts) from the storm sewers to the front property line of each building lot shall be provided and the developer shall install one private service connection for each unit. The minimum size of service connections shall be 150mm (6") diameter. Private storm service connections and clean-outs shall not be constructed under future driveways.

All homes must include a sump pump overflow

Sewers shall be designed in accordance with the following criteria:

Design Method	Rational method
Design Frequency	1:2 year
Runoff Coefficient	Per design charts
Minimum Pipe Size	300 mm dia.
Manning Coefficient	0.013
Minimum Velocity	0.76 m/s
Private Drain Connection	150 mm dia.
Minimum Cover	0.9 m
Maximum Manhole Spacing	122 m
Pipe Material	Concrete, PVC or
	HDPE

Restrictions imposed on the storm sewer outlet by the Town or by the Essex Region Conservation Authority shall be incorporated in the design of the storm sewer system. A stormwater management study shall be completed to the satisfaction of the Town and the Essex Region Conservation Authority. The study shall determine the effect of increased runoff due to development of the site and identify stormwater management measures to control any increases in flows in downstream watercourses up to and including the 100 year design storm. The Developer shall obtain a certificate of approval from the Ministry of the Environment and Climate Change, Design Approval Branch.

# SANITARY SEWERS

Sanitary sewers together with all necessary appurtenances and service connections from the appropriate sewer to the front property line of each building lot shall be constructed to the approved design of the Ministry of the Environment and Climate Change and the Corporation. Each building lot shall be provided with access to an individual sanitary sewer service connection for each unit. The minimum sanitary service connection size shall be (5")125mm in diameter. Each sanitary service shall be provided with a clean out situated at the property line as per clean out detail on the approved engineering drawings. The Developer shall be responsible for all costs associated with the construction of the Ontario Ministry of the Environment and Climate Change and the Provincial sewage works program across the Developer's property.

Sewers shall be designed in accordance with the following minimum design criteria:

Average Daily Flow 450 L/cap/day Peaking Factor Harmon formula Population Density 3.5 ppl/lot Minimum Pipe Size 200 mm dia. Manning Coefficient 0.013 Minimum Cover 1.5 m Private Drain Connection 125 mm dia. Maximum Manhole Spacing 122 m Pipe Material **PVC** 

The Developer shall obtain a certificate of approval from the Ministry of the Environment and Climate Change, Design Approval Branch.

All homes must be designed to include a sewage ejector pump. Gravity flow from the home will not be accepted.

### WATERMAINS

The Developer shall construct and install sufficient watermains including hydrants and valves to service the entire subdivision with connections to all lots in accordance with the approved engineering drawings. Each lot shall be serviced by a single water service connected to the mainline.

Minimum Cover	1.5 m
Maximum Hydrant Spacing	150 m
Maximum Valve Spacing	150 m and at intersections
Minimum Pipe Size	150 mm dia.
Lot Connection	19 mm dia.
Pipe Material	PVC
Mainline Services Pipe Material	Copper

Design and installation shall be in accordance with the Town's watermain specification to the satisfaction of the Town of Amherstburg.

### <u>ROADS</u>

The Developer shall construct and install roadways and curbs and gutters upon all allowances for roads within the draft plan and upon the detail plans of services, in accordance with the following minimum design criteria: Roads within the Subdivision:

Hilton, Lavers, Lambert, Benson & Davis

Width (edge to edge of curb)	7.3 m
Curb & Gutter	Barrier type of concrete curbs & gutters
Whelan Avenue	
Width (edge to edge of curb)	8.5 m
Curb & Gutter	Barrier type of concrete curbs & gutters

Barrier type concrete curbs and gutters shall be constructed on both sides of all roadways including all turning radii. Design and type of curb is shown on the approved engineering drawings. All catch basin grates are to open towards the property line and not to the street.

Alignment: Minimum Turning Radius	9 m
Minimum Road Grade	0.30%
Cross Fall Grade	2.0% min. and design parameters recommended by the Ministry of Transportation

In general, any trenches crossing under pavement shall be backfilled with granular material acceptable to the Town engineer and such trenches shall be mechanically compacted as required by the Town engineer. Boulevards and other unpaved portions of the allowances for roads (except where forming part of the front lawn of residential lots) must be graded and sodded or seeded by the Developer.

# SIDEWALKS

The Developer shall install sidewalks on one side of the road in accordance with the approved design drawings, the approved Kingsbridge sidewalk plan, the Town's design standards and Development Manual. Sidewalks must be a minimum of 1.5m wide as per the AODA standard. The timing and installation of the required sidewalks will be determined by the Town's Department of Engineering and Public Works. Construction of the sidewalks will not be required until the majority of the dwellings are constructed.

The Developer shall further provide for the installation of sidewalks along internal streets within the proposed plan pursuant to standard municipal requirements to facilitate pedestrian movement, bus routing and stops and safety of school children.

### STREETLIGHTS

The Developer shall install streetlights in accordance with the Town's Development Manual, all to be approved by the Town of Amherstburg. All new lights shall be LED fixtures. The Town will provide details on the fixtures to be used.

### STREET SIGNS

The Developer shall request with that the Town to install street signs at each intersection and where necessary, all to be done in accordance with present standards and satisfactory to the Town.

# HYDRO SERVICE

The Developer shall construct and install a sufficient hydro distribution system to service the entire subdivision with connections to all lots therein and connect the same to the existing hydro distribution system. Individual lot services, where possible, shall be provided on common lot lines so that residential hydro meters face each other. The hydro distribution system within the subdivision shall be grounded to the water distribution system. All hydro service within the subdivision shall be underground and designed and installed in accordance with the requirements and criteria of the Town of Amherstburg and Hydro One.

# TELEPHONE, WIRE-LINE COMMUNICATION/TELECOMMUNICATION

The Developer shall arrange to provide underground telephone service to all of the lots within the subdivision. The Developer must confirm that sufficient wireline communication/telecommunication infrastructure is currently available within the proposed development to provide communication/telecommunication service to the proposed development. In the event that the infrastructure is not available, the developer is hereby advised that the developer may be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure.

The Developer will be required to demonstrate to the municipality that sufficient alternative communication/telecommunication facilities are available within the proposed subdivision to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services, i.e., 911 Emergency Services.

# <u>GAS</u>

The Developer shall arrange for Union Gas Company to provide underground gas service to all of the lots within the subdivision.

### CABLE T.V. SERVICE

The Developer shall make satisfactory provisions to accommodate the servicing for future cable T.V service for this development. The Developer shall provide to the Corporation, upon demand, confirmation from the said cable company that such arrangements have been made.

### ADJUSTMENTS

The grade of any and all water service boxes, valve chambers, hydrants, manholes, drains and transformer boxes shall be adjusted by the Developer when and as may be required by the Department of Engineering and Public Works.

### TEMPORARY SERVICES

Upon a connection of any type being made to the hydro or water services, a temporary meter or meters of a type and in a location or locations satisfactory to the Town shall be installed and continuously maintained until all hydro and/or water used within the subdivision, once the same is accepted by the Town, is metered through approved private connections. The Developer shall be responsible for, and will promptly pay or cause to be paid all charges for hydro and water supplied to the subdivision.

# DRIVEWAY APPROACHES

Residential driveways and their approaches shall be constructed to a width that complies with the provisions of the Corporation's Zoning By-Law and the Town

Bylaw 2017-81, Regulate Activity on Town Highways, Road Allowances and Right of Ways, as amended from time to time. Residential approaches shall consist of 250 mm. (10") Granular "A" stone base with interlocking paving stone, concrete or asphalt paving from the back of the curb to the property line.

It is understood and agreed that under no circumstances will the Developer herein be permitted to install a new residential driveway approach within the corner radii of a curb constructed along any street in this development.

It is further understood and agreed that under no circumstances will the Developer or any other persons be permitted to install a new residential driveway approach over any private service connections from the storm or sanitary sewers or water system except where such connections cross driveways laterally (over the shortest possible distance) to enter the dwelling.

This provision is to be specifically brought to the attention of purchasers of lots at the time of purchase.

### COMMUNITY MAILBOXES

The Developer will be responsible for negotiating specific locations within the subdivision with Canada Post for the location of community mailboxes. These locations must be the satisfaction of the Engineering and Public Works Department.

It will be a requirement for notice on title for purchasers of lots to be aware of the locations of any community mailboxes within or serving the plan and that mail delivery will be provided via community mailboxes.

### EASEMENTS

The Developer agrees that such easements as may be required for utility or drainage purposes shall be granted to the appropriate authority.

### ROAD ALLOWANCES

All road allowances shown on the draft plan shall be dedicated as public highways and shall be not less than 20.00 m. (66') wide and shall be shown on the approved engineering drawings.

### REAR YARD DRAINAGE

Rear yard drainage shall be provided for each building lot in the locations and according to the specifications prescribed by the approved engineering drawings and as approved by the Corporation. Rear yard drainage shall be installed contemporaneously with the construction of dwellings on each building lot. A separate rear yard drainage system, with 300mm. diameter pre-fabricated polyethylene catch basins in accordance to the rear yard drainage detail shown on the approved engineering drawings, shall be provided for each building lot.

The Developer shall, at its' own expense, prepare a lot grading and rear yard drainage plan for each individual building lot within this development and shall file same with the Corporation. The final elevations of all dwellings and other buildings, minimum opening elevations, where applicable and the final lot grades relating thereto and the rear yard drainage shall conform to the proposed lot grading and rear yard drainage plan filed for that unit. The consulting engineer, or a certified Ontario Land Surveyor, shall certify upon completion of the construction of the dwelling and building on each lot that the said lot grading and rear yard drainage plan has been complied with, in accordance with the approved engineering drawings, and until such time as the said certification has been received by the Corporation.

# SPECIAL SERVICING REQUIREMENTS

The construction of structures shall conform to the following requirements:

- a) Roof or rain water leaders shall **NOT** be connected to the storm sewer. They are to be discharged to ground on splashpads. Weeping tile drains from each respective building must be discharged to a storm sewer. A sump pump connected to the storm sewer must be provided for each building.
- b) Weeping tile drains shall not be connected to the sanitary sewers.
- c) Basement floor drains shall be connected to the sanitary sewers provided for each dwelling.
- d) Sump pump overflow piping must be installed
- e) Sewage ejector pumps must be installed in all homes Gravity drains will not be accepted
- f) Rear yard drainage, including 300 mm. diameter pre-fabricated polyethylene catch basins, shall be provided for each building lot in the locations and according to the design and specifications as shown on the approved engineering drawings.
- g) A lot grading plan shall be included in the final set of plans approved for construction of the works. The consulting engineer or a certified land surveyor shall certify, upon completion of the works, that the lot grades and catch basin elevation are in accordance with the design and that the lands abutting the subdivision are draining adequately. The Developer acknowledges that, until such time as the provisions of this paragraph have been complied with, all securities delivered to the Corporation by the Developer herein shall be held to ensure the provisions of this paragraph are complied with.

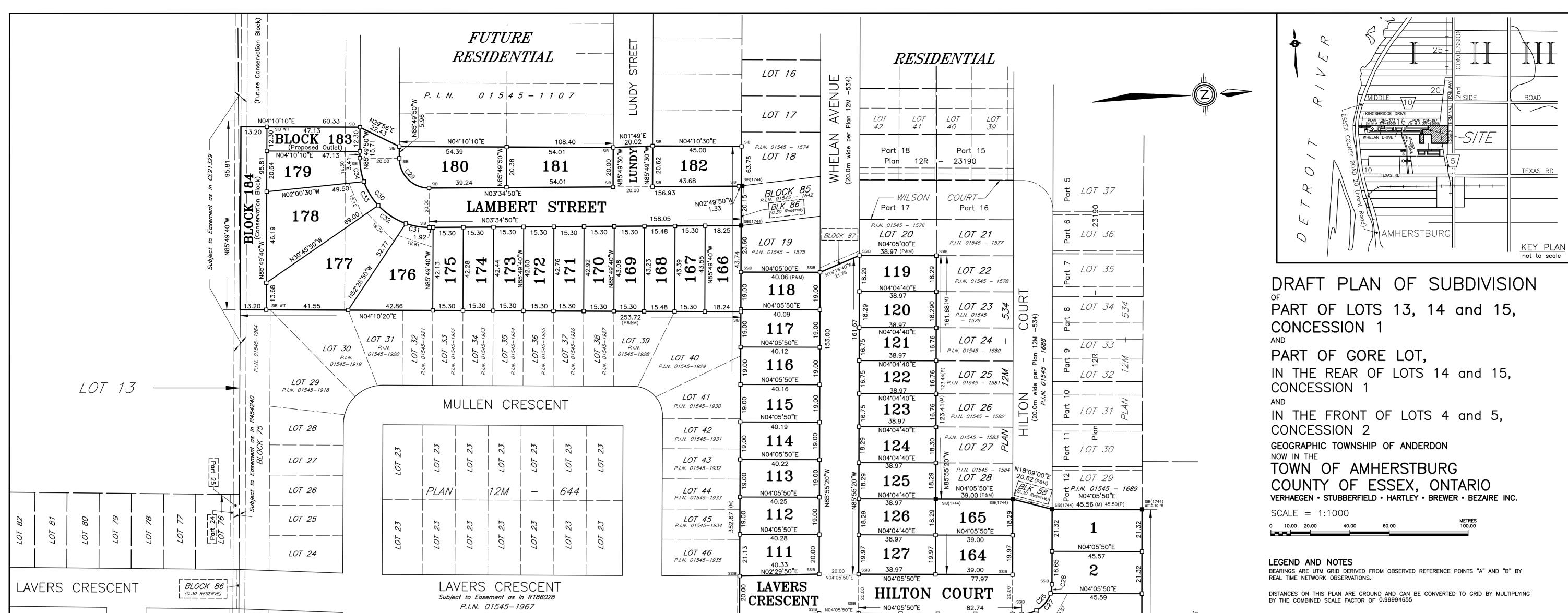
### 1078217 ONTARIO LIMITED

Per Michael R. Dunn - Secretary

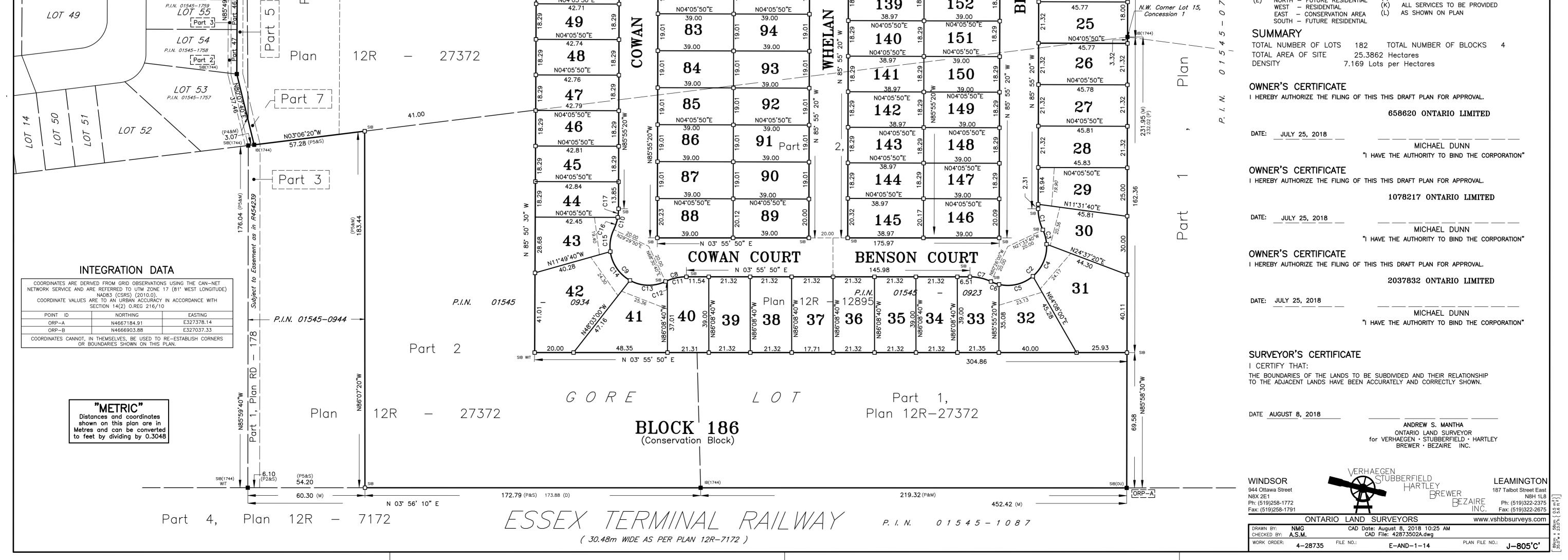
I have authority to bind the Corporation

# THE CORPORATION OF THE TOWN OF AMHERSTBURG

Per	Aldo DiCarlo,	Mayor
Per	Paula Parker,	Clerk
	We have authority to bind	the Corporation



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LOT 42	564	<u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u> <u>100</u>		62 <sub>,0</sub> °	0.32	14.44 T 10 * 05 05	<u>6.60</u> 16.60 ග	16.60	16.75 67.80 70.00 70.00	42.55 <b>55</b>	SIB 20.00	21.32 sie	<sup>39.00</sup>	39.00 E <b>100</b>	21.32		Part <b>8</b> .97	1,	) URT	N04'05'50"E 45.71	- <b>4</b>		C2215.2423.94C2315.2410.95C2415.2412.98	0 10.72 N24*41'10"E	
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LOT 44	12M	$\begin{array}{c c} \hline \hline$	SSIB WIT S 3.05 N.	47.02 N04'36'40"E		5.10	<u>6.60 16.60</u> 153.88	16.60	16.70	N04 <sup>•</sup> 05'50"Е <b>5 9</b> <sup>42.6</sup>	9 1 216.76	- 19 - 19	<b>78</b>	⊕ <b>99</b> 9	<u>°</u> ] − <b>7</b> <i>P.  I.  N</i>	<b>1</b> 18.29	<b>3.</b> 97 <b>35</b> 5 4 5 8.97	- 1 5 5 6 39.00	18.29	κ.         21         κ.           Ν04.05'50"Ε         κ.	N85	0 80 80	C2815.244.75C2915.0023.72C3035.0055.34		
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LOT 46	PLAN		33.41	La					18.29	52 N04'05'50"E	DUR	19.01	<sup>39.00</sup> <b>80</b>	5. <b>97</b>	<b>TENI</b>	N04'0	3.97 95'50"E 6 <b>37</b> <sup>©</sup>	N04°05'50"E 39.00 <b>154</b>	<u>8.29</u>	N04*05'50"E 45.75 N N N N N N N N N N N N N N N N N N N			C34 35.00 12.14	12.08 N84*14'00"E	
 LOT 47		P.I.N. 01545-1761		00		Pa	art 9		.76 18.29	42.66 <b>51</b> N04'05'50"E		9.01	<sup>39.00</sup>	39.00 5 <b>96</b>	A	38 N04*0	.97 🗖 5'50"E თე	39.00 N04•05'50"E	ରୁ 🎮	<sup>™</sup> 23 5 N04'05'50"E		2 2 2	ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT, (R.S.O. 1990)		
LOT 48		Part_5 P.I.N. 01545-1760 LOT_56 Part_4 Part_6 Part_5 Part_6 Part_5 P			BLOC] (Conserva				124 18.29	42.68 <b>50</b>	8.29	-  -	<sup>39.00</sup> 82	5 <b>05</b> 5	- 	<u>38</u>	38 <sup>©</sup> .97 5'50"E	153 39.00 N04 <sup>.</sup> 05'50"E	NSO	45.76 <u> <u> </u> </u>	20.12	~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~	<ul> <li>(A) AS SHOWN ON PLAN</li> <li>(B) AS SHOWN ON PLAN</li> <li>(C) AS SHOWN ON PLAN</li> <li>(D) SINGLE FAMILY RESIDENTIAL</li> </ul>	<ul> <li>(F) AS SHOWN ON PLAN</li> <li>(G) AS SHOWN ON PLAN</li> <li>(H) PIPED MUNICIPAL</li> <li>(I) CLAY LOAM</li> </ul>	
										N04*05'50"E 42.71				5. <b>95</b> ∰ N04*05'50"E		<b>1</b> 8.2		159	BE]	N04*05'50"E 45.77 6	N.W. Corr	ner Lot 15,	(E) NORTH – FUTURE RESIDENTIAL WEST – RESIDENTIAL EAST – CONSERVATION AREA	(J) AS SHOWN ON PLAN	



Applicant:	1078217 Ontario Limited
File No.:	37-T-18003
Municipality:	Town of Amherstburg
Location:	Part of Lots 13, 14 and 15, Concession 1
	(Anderdon)

# **NOTICE OF DECISION**

On Application for Approval of Draft Plan of Subdivision Subsection 51(37) of the <u>Planning Act</u>

Approval of Draft Plan of Subdivision to the application in respect of the subject lands noted above, is proposed to be given by the County of Essex. A copy of the decision is attached.

#### When and How to File an Appeal

Notice to appeal the decision to the Local Planning Appeal Tribunal (LPAT) must be filed with the County of Essex no later than 20 days from the date of this notice as shown above as the last date of appeal.

The notice of appeal should be sent to the attention of the Manager, Planning Services at the address shown below and it must,

- include a completed Appellant Form (A1)
   Planning Act available from the LPAT website <u>www.elto.gov.on.ca</u>, and
- (2) be accompanied by the prescribed filing fee in the amount of \$300.00 payable by certified cheque or money order to the Minister of Finance.

#### Who Can File An Appeal

The applicant, a person or public body, who before the approval authority made its decision, made oral submissions at a public meeting, or written submissions to the approval authority, may appeal decisions in respect of a proposed plan of subdivision to the LPAT. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or group on its behalf.

No person or public body shall be added as a party to the hearing of the appeal to the decision of the County, including the lapsing provisions or the conditions, unless the person or public body, before the decision of the County, made oral submission at a public meeting or written submissions to the Council or, in the LPAT's opinion, there is reasonable grounds to add the person or public body as a party.

### Right of Applicant or Public Body to Appeal Conditions

The applicant, the Minister, the Municipality, or any public body that, before the County made its decision, made oral submissions at a public meeting or written submissions to the County, may at any time before the final plan of subdivision is approved, appeal any of the conditions imposed by the County to the LPAT by filing with the County a notice of appeal.

#### How to receive Notice of Changed Conditions

The conditions of an approval of draft plan of subdivision may be changed at any time before the final approval is given. You will be entitled to receive notice of any changes to the conditions of approval of the proposed plan of subdivision if you have made a written request to be notified of changes to the conditions.

No person or public body shall be added as a party to the hearing of an appeal regarding any changes to the conditions of approval unless the person or public body, before the County made its decision, made oral submissions at a public meeting or written submissions to the County, or made a written request to be notified of the changes to the conditions.

#### **Getting Additional Information**

Additional information about the application is available for public inspection during regular office hours at the County of Essex at the address noted below or from the Town of Amherstburg.

# Mailing Address for Filing a Notice of Appeal:

County of Essex Attention: William King, Manager, Planning Services 360 Fairview Avenue West Essex, ON N8M 1Y6 Tel: (519) 776-6441, Ext. 1329 Fax: (519) 776-4455

Applicant:	1078217 Ontario Limited
File No.:	37-T-18003
Municipality:	Town of Amherstburg
Location:	Part of Lots 13, 14 and 15, Concession 1
	(Anderdon)

The County of Essex conditions and amendments to final plan of approval for registration of this Subdivision are as follows:

### No. Conditions

- 1. That this approval applies to the draft plan of subdivision prepared and certified by Andrew Mantha, O.L.S., dated July 30, 2018 that shows:
  - One hundred and eight two (182) lots for single detached residential units;
  - Three (3) blocks (Blocks 184, 185 and 186) for proposed conservation space;
  - One (1) block (Block 183) for proposed storm sewer outlet.

The lands comprising the draft plan of subdivision are legally described as Part of Lots 13, 14 and 15, Concession 1 (Anderdon Township), Town of Amherstburg, County of Essex.

- 2. That the Owner enters into a subdivision agreement with the Municipality wherein the Owner agrees to satisfy all the requirements, financial and otherwise, of the Municipality concerning the payment of development charges, provisions of roads, installation and capacity of services, sanitary sewerage collection system, water distribution system, utilities and stormwater management facilities for the development of the lands within the plan.
- 3. That the subdivision agreement between the Owner and the Municipality contain a provision requiring the owner to notify in writing each person who first offers to purchase any subdivided lot within the plan of subdivision of all approved development charges, including development charges for school purposes, relating to any such lot pursuant to Section 59(4) of the <u>Development Charges Act</u>, 1997.
- 4. That the subdivision agreement between the Owner and the Municipality, where required, contain a provision prepared to the satisfaction of the Municipality, regarding the phasing and timing of the development.
- 5. That the subdivision agreement between the Owner and the Municipality be registered against the lands to which it applies prior to the registration of the plan of subdivision.

- 6. That the road allowances included in this draft plan shall be shown and dedicated as public highways.
- 7. That the streets shall be named to the satisfaction of the Municipality.
- 8. That all terminating streets shall contain a 0.3 metre reserve, to be illustrated on the final plan and be conveyed to the Municipality.
- 9. That the Owner convey to the Municipality for park or other recreational purposes up to 5% of the land included in the plan. Alternatively, the Municipality may require cash-in-lieu of all or a portion of the conveyance, or advise the Approval Authority that parkland dedication requirements of the Planning Act have been satisfied through previous phases of the development.
- 10. That prior to final approval by the County of Essex, the County is to be advised by the Municipality that the proposed subdivision conforms to the Zoning By-law in effect.
- 11. That the Owner shall provide easements as may be required for services, utility or drainage purposes in a form satisfactory to the Municipality or utility, and where required by the Municipality, daylight corners and road reserves shall be shown on the final plan and conveyed in a form satisfactory to the Municipality.
- 12. That prior to final approval, the Municipality shall confirm that sewage treatment conveyance capacity and water supply capacity is available for all lots in the proposed development, or phase of development.
- 13. That the subdivision agreement between the Owner and the Municipality contain provisions, to the satisfaction of the Municipality, that stipulate that the Owner will undertake to implement the recommendations contained in the "Kingsbridge Residential Community: Revised Stormwater Management Report Southwest Pond", prepared by Stantec Consulting Ltd. Dated February 23, 2017, that establishes design criteria that addresses stormwater quality and quantity up to and including the 1:100 year storm event.
- 14. That the subdivision agreement between the Owner and the Municipality contain provisions, to the satisfaction of the Greater Essex County District School Board, the Windsor Essex Catholic District School Board, and the Municipality, requiring a sidewalk be provided along the internal streets within the proposed plan pursuant to

standard municipal requirements to facilitate pedestrian movement, bus routing and stops, and safety of school children.

- 15. That the subdivision agreement between the Owner and the Municipality contain provisions, to the satisfaction of the Greater Essex County District School, the Windsor Essex Catholic District School Board, and the Municipality, requiring notice on title for purchasers of lots to be aware that students may not be able to attend the closest neighbourhood school and could be bused to a distant school with available capacity.
- 16. That the subdivision agreement between the Owner and the Municipality contain provisions, to the satisfaction of Canada Post Corporation and the Municipality, requiring notice on the title for purchasers of lots to be aware of the locations of any community mailboxes within or serving the plan and that mail delivery will be provided via community mailboxes.
- 17. That the subdivision agreement between the Owner and the Municipality contain a provision, to the satisfaction of the Municipality and the County, that prior to site alteration of any kind, and final approval by the County of Essex, the Owner shall undertake to ensure that any site alteration will be completed in accordance with the Endangered Species Act, 2007, and more specifically in compliance with Benefit Permit Approval No. AY-C-001-18 issued by the Ministry of Natural Resources and Forestry, and a certified biologist shall confirm in writing that any site alteration has been completed in accordance with the requirements of Benefit Permit No. AY-C-001-18, and any subsequent letters/authorizations/directions issued under the Endangered Species Act.
- 18. That prior to final approval by the County of Essex, the Owner shall submit for review and approval by the Municipality and the County, a draft of the final 12M plan.
- 19. That prior to final approval by the County of Essex, the County is advised in writing by the Municipality how Conditions 1 to 18 inclusive, have been satisfied.
- 20. That prior to final approval by the County of Essex, the County is advised in writing by the Greater Essex County District School Board how Conditions 14 and 15 have been satisfied.

- 21. That prior to final approval by the County of Essex, the County is advised in writing by the Windsor Essex Catholic District School Board how Conditions 14 and 15 have been satisfied
- 22. That prior to final approval by the County of Essex, the County is advised in writing by the Canada Post Corporation how Condition 16 has been satisfied.

# NOTES TO DRAFT APPROVAL

- 1. It is the applicant's responsibility to fulfill the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the County of Essex, quoting the file number "<u>37-T-18003</u>".
- 2. It is suggested that you make yourself aware of section 144 of the <u>Land Titles Act</u> and subsection 78(10) of the <u>Registry Act</u>.
- 3. Inauguration or extension of a piped water supply, a sewage system or a storm drainage system is subject to the approval of the Ministry of Environment under Section 23 and Section 24 of the <u>Ontario Water Resources Act</u>, R.S.O. 1980.
- 4. The Ministry of the Environment did not review this subdivision with respect to any groundwater, soil or soil atmosphere testing to fully discount the possibility that waste materials and/or other contaminants are present within or in close proximity to this subdivision. If either the Municipality or the Owner requires this assurance before proceeding any further with this plan of subdivision, a consultant(s) should be engaged to conduct the necessary investigations.
- 5. The Ministry of the Environment must be advised immediately should waste materials or other contaminants be discovered during the development of this plan of subdivision. If waste materials or contaminants are discovered, a further approval under Section 46 of the <u>Environmental Protection Act</u> may be required from that Ministry.
- 6. The costs of any relocations or revisions to Hydro One Networks Inc. (HONI) facilities or any other local electrical utility that are necessary to accommodate the subdivision will be borne by the developer.

Applicant:	1078217 Ontario Limited
File No.:	37-T-18003
Municipality:	Town of Amherstburg
Location:	Part of Lots 13, 14 and 15, Concession 1
	(Anderdon)

- 7. Any easement rights of Hydro One Networks Inc. (HONI) or any other local electrical utility are to be respected.
- 8. The developer should contact the local Hydro One Networks Inc. Services office or any other local electrical utility to verify if any low voltage distribution lines may be affected by this proposal.
- 9. The developer is hereby advised that prior to commencing any work within the plan, the developer must confirm that sufficient wire-line communication/telecommunication infrastructure is currently available within the proposed development to provide communication/telecommunication service to the proposed development. In the event that such infrastructure is not available, the developer is hereby advised that the developer may be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure. If the developer elects not to pay for such connection to and/or extension of the existing communication/telecommunication infrastructure, the developer shall be required to demonstrate to the municipality that sufficient alternative communication/telecommunication facilities are available within the proposed development to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services, i.e., 911 Emergency Services.
- 10. It is suggested that the Municipality register the subdivision agreement as provided by subsection 51(26) of the <u>Planning Act</u>, R.S.O. 1990 against the land to which it applies, as notice to prospective purchasers.
- 11. Clearances are required from the following agencies:

Ms. Rebecca Belanger Town of Amherstburg 271 Sandwich Street South Amherstburg, ON N9V 2Z3

Greater Essex District School Board 451 Park Street West P.O. Box 210 Windsor, ON N9A 6K1

Windsor Essex Catholic District School Board 1325 California Avenue Windsor, ON N9B 3Y6

Mr. Bruno DeSando Canada Post Corporation 955 Highbury Avenue North London, ON N5Y 1A3

If the agency's clearance concerns a condition in the subdivision agreement, a copy of the agreement should be sent to them. This will expedite clearance of the final plan. The County of Essex does not require a copy of the agreement.

- 12. All measurements in subdivision and condominium final plans must be presented in metric units.
- 13. The approval of the draft plan will lapse on \_\_\_\_\_\_. It is the responsibility of the applicant to request an extension of the draft approval if one is needed.

A request for extension should be made at least 60 days before the approval lapses because no extension can be given after the lapsing date. The request should include the reasons why an extension is needed and a resolution in support of the extension from the Town of Amherstburg.





# 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: February 12, 2019
Author's Phone: 519 736-5408 ext. 2124	Date to Council: February 25, 2019
Author's E-mail: rbelanger@amherstburg.ca	Resolution #: N/A

### To: Mayor and Members of Town Council

### Subject: Kingsbridge Subdivision Phase 9 - Summary of Public Comments and Endorsement of the Draft Plan of Subdivision File No. 37-T-18005

### 1. <u>RECOMMENDATION:</u>

It is recommended that:

- 1. The report from the Manager of Planning Services dated February 12, 2019 regarding the summary of public comments from the statutory public meeting for Kingsbridge Subdivision File No. 37-T-18005 **BE RECEIVED**; and,
- 2. Administration **BE DIRECTED** to advise the approval authority (County of Essex) that Council supports Draft Plan Approval for this phase of Kingsbridge Subdivision.

### 2. <u>BACKGROUND</u>:

The County is presently seeking the Town's endorsement of the proposed draft Plan of Subdivision. The County of Essex, as the approval authority, has circulated the proposed plan of subdivision and requested that the municipality hold a public meeting based on Section 51(21) of the Planning Act to obtain public comments. On February 11, 2019 at 5:00 p.m. a statutory public meeting was held to hear public comments on the application for Draft Plan of Subdivision for lands located to east of Knobb Hill Drive and south of Whelan Avenue of Kingsbridge Subdivision.

# 3. <u>DISCUSSION</u>:

The proposed Plan of Subdivision provides for 86 single detached dwellings. The proposed Draft Plan of Subdivision contemplates a maximum gross residential density

of 10 units per hectare which is within the allowance of 22 units per hectare. The subject property is designated Low Density Residential in the Town's Official Plan and therefore the proposal conforms with the land use policies in the Town's Official Plan. The application is consistent with the Provincial Policy Statement and the County of Essex Official Plan.

The purpose of this report is to summarize the public comments received and ensure that they have been sufficiently considered by Council in order to endorse the Draft Plan of Subdivision for approval by the County of Essex.

After reviewing and considering the public comments, administration feels that there is no further action required on these public comments. It is Council's role to ensure that the public comments have been publicly represented and considered and that they make a decision based on the planning analysis of the application and the fulfillment of statutory requirements under the Planning Act. One individual spoke at the public meeting. No further action is recommended in this regard. A copy of the sign-in sheet from the public meeting has been attached to this report.

# 4. <u>RISK ANALYSIS:</u>

The recommendation presents little to no risk to the municipality. The appropriate draft conditions will be implemented by Town and County administration to manage the development during construction. A subdivision agreement will be registered against the land including provisions contained in the draft conditions.

# 5. FINANCIAL MATTERS:

The cost associated with the applications and planning processes are the responsibility of the developer. The fees associated with this future development will include 86 lots x \$13,049 in Development Charges at a total of \$1,122,214. Future property taxes are estimated at a total of \$414,520 in 2018 dollars (based on \$4,820 per property assessed at \$300,000 x 86 properties) annually for this phase in the development.

Development charges and property taxes are collected toward funding the growthrelated capital infrastructure costs and the ongoing cost of services provided by the Town respectively.

# 6. <u>CONSULTATIONS</u>:

No further consultation is required to meet the statutory requirements of the Planning Act regarding the Draft Plan of Subdivision approval. The Town and the developer will negotiate the terms of a subdivision agreement which will come forward to Council for approval in the near future.

# 7. <u>CONCLUSION</u>:

Administration recommends that Council endorse the draft plan of subdivision and that Council's recommendation be sent to the County of Essex as required by the process in regard to draft plan of subdivision 37-T-18005.

Rebecca Belanger Manager of Planning Services

kd

# **Report Approval Details**

Document Title:	Kingsbridge Subdivision Phase 9-Summary of Public Comments.docx
Attachments:	- Report to Council-Feb 25-Kingsbridge Phase 9 Public Comments-
	ATTACHMENTS.pdf
Final Approval Date:	Feb 19, 2019

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

Mark Galvin - Feb 12, 2019 - 1:32 PM

Cheryl Horrobin - Feb 14, 2019 - 2:56 PM

. Miceli Tina

John Miceli - Feb 15, 2019 - 9:19 AM

Paula Parker - Feb 19, 2019 - 4:23 PM

STATUTORY PUBLIC MEETING ATTENDANCE RECORD Date: <u>Monday February 11, 2019, 2019 at 5:00 p.m.</u> STATUTORY PUBLIC MEETING – KINGSBRIDGE SUBDIVISION PHASE 9				
NAME	ADDRESS and PHONE # SIGNATURE			
(please print clearly) Jeff Balke	(please print clearly) 41 Sandwich St. S. Amberstongon 519-736-2154 NAV125	an		
Emmanuel Azzopardi Joey Najim	FLynn Development 244 County Rd 34 Essex ON 1-519-839-5983 N8M-225	Emilyza		
Joey Najim	Joey @Baird AE.ca 519-329-5795.	que i :		

Personal information on this form is collected under the authority of the Municipal Act, 2011. The information will be used to send you minutes of this meeting, and/or agendas for future meetings/events. Questions about this collection can be directed to Brenda Percy, Director, Legislative Services/Clerk at 271 Sandwich Street South, Amherstburg, Ontario N9V 2A5, telephone 519-736-0012.



#### 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: January 22, 2019
Author's Phone: 519 736-5408 ext. 2124	Date to Council: February 11, 2019
Author's E-mail: rbelanger@amherstburg.ca	Resolution #: n/a

#### To: Mayor and Members of Town Council

Subject: Proposed Draft Plan of Subdivision for Kingsbridge Subdivision, File No. 37-T-18005

#### 1. <u>RECOMMENDATION:</u>

It is recommended that:

- The report from the Manager of Planning Services dated January 22, 2019 regarding a Proposed Draft Plan of Subdivision for Kingsbridge Subdivision File No. 37-T-18005 BE RECEIVED;
- The Draft Plan of Subdivision, File No. 37-T-18005, from 1078217 Ontario Limited, as shown on the attached Schedule A, **BE CONSIDERED** during this statutory public meeting;
- 3. Administration **SUMMARIZE** any comments received at this public meeting and bring a report back at the next available Council Meeting.

#### 2. <u>BACKGROUND</u>:

Section 51 (and the associated regulation) of the Planning Act, provides the legislated process by which two or more parcels of land can be subdivided and ultimately serviced and offered for sale. The Ministry of Municipal Affairs has delegated the authority for draft plan of subdivision approvals to the upper tier, County of Essex. The subdivision approval process ensures that the land is suitable for the proposed use, in keeping with the designated use of the land by the upper and lower tier Official Plans, will be compatible with neighbouring uses, financially viable and can be appropriately serviced.

1078217 Ontario Limited ("the Applicant") has filed an application with the County of Essex for approval of a Draft Plan of Subdivision for 86 single dwelling in Kingsbridge Subdivision (County of Essex File No. 37-T-18005). The County of Essex, as the approval authority, has circulated the proposed plan of subdivision and requested that the municipality hold a public meeting based on Section 51(21) of the Planning Act to obtain public comments.

The subject lands are located to east of Knobb Hill Drive and south of Whelan Avenue. The lands are described as Part of Lots 13 and 14, Concession 1 (Anderdon). The lands are vacant and have a total area of 6.2447 hectares (15.43 acres). The subject land is within the Primary Settlement Area designated in the County of Essex Official Plan and therefore the proposed development conforms with the approved upper tier plan.

#### 3. <u>DISCUSSION</u>:

The County of Essex, through correspondence provided to the Town on December 20, 2018, requested that the municipality hold the statutory Public Meeting to obtain comments on the application for Draft Plan of Subdivision for lands generally located east of Knobb Hill Drive and south of Whelan Avenue.

The proposed Plan of Subdivision provides for 86 single detached dwellings. The proposed Draft Plan of Subdivision contemplates a maximum gross residential density of 10 units per hectare which is within the allowance of 22 units per hectare. The subject property is designated Low Density Residential in the Town's Official Plan and therefore the proposal conforms with the land use policies in the Town's Official Plan. The application is consistent with the Provincial Policy Statement and the County of Essex Official Plan.

North	Recreational Development and Single Detached Residential Uses		
South	Single Detached Residential Uses		
East	Essex Terminal Railway & Single Detached Residential Uses		
West			

#### Adjacent Land Uses

All of the proposed lots will front onto 20m wide public streets onto Lambert Lane, Lundy Lane and two interior streets that are name pending, depicted current as Street 'O' and Street 'P'. Any names provided to the developer will be from the Town's Heritage Street Naming List approved by Council. The subject lands are part of an existing Master Plan for Kingsbridge Subdivision. The proposed development will have full municipal water, sanitary and storm sewer services. Stormwater management will be provided based on the existing SWM pond to the west, which has already been upgraded to accommodate these phases of Kingsbridge Subdivision.

The Plan of Subdivision is attached to this report. The developer is providing a continuation of the size and style of single detached dwellings found in Kingsbridge Subdivision, specifically the lot frontages and sizes found on Whelan and planned for

Lundy and Lambert streets as well. The development will conform to the standards in the Town's Development Manual and other policies.

A public open house was held on January 15, 2019 with the applicant, and Administration from the Town to allow for public questions and comments. A small number of people (5) attended the open house and their questions were answered. A copy of the attendance sheet has been attached to this report. Comments and questions from the public included the timing of the development and storm water drainage. Administration recommends that the questions of the public that were in attendance have been sufficiently answered.

The site servicing drawings have been reviewed by the Public Works department and the developer should be in a position to begin servicing the subject lands shortly after obtaining Draft Plan Approval and any permits/clearances from other departments/agencies as required. Although the servicing of the lands will occur quickly and in conjunction with phase 7, the actual release of building permits will not occur until the completion of the installation of the sanitary forcemain which will service the northern part of the Town for new development.

The County is presently seeking the Town's endorsement of the proposed Draft Plan of Subdivision. The County of Essex is the approval authority and has directed the municipality to hold the statutory public meeting for the subdivision and obtain public comments, and that these concerns from partner agencies would be addressed prior to approval by the County.

The approval of a Draft Plan of Subdivision is granted for a three year time period at which time an extension can be requested by the developer. Due to the current success of the economy of housing starts in Essex County, and in keeping with the recent phases of Kingsbridge Subdivision and other residential developments in Amherstburg it is unlikely that an extension to draft plan approval would be required. Further, the developer intends to seek final approval and begin servicing phases 7 and 9 in the near future.

#### 4. <u>RISK ANALYSIS:</u>

The appropriate draft conditions will be incorporated by Town and County Administration to manage the development during and post construction. A subdivision agreement will be registered against the land including provisions contained in the draft conditions. Final approval will not be granted by the County of Essex until letters of clearance are provided by the Town of Amherstburg, Essex Region Conservation Authority (ERCA) and Greater Essex County District School Board (GECDSB).

The subject lands are zoned holding Residential First (h-R1) Density zone. Until such a time that the sanitary forcemain which is providing sanitary sewage capacity for development in this portion of Town has been completed, the holding symbol will remain in place.

#### 5. FINANCIAL MATTERS:

The cost associated with the applications and planning processes are the responsibility of the developer. The fees associated with this future development will include 86 lots x

\$13,049 in development charges at a total of \$1,122,214. Future property taxes are estimated at a total of \$414,520 in 2018 dollars (based on \$4,820 per property assessed at \$300,000 x 86 properties) annually for this phase in the development.

Development charges and property taxes are collected toward funding the growthrelated capital infrastructure costs and the ongoing cost of services provided by the Town respectively.

#### 6. <u>CONSULTATIONS</u>:

The Manager of Engineering and Public Works has been consulted through-out the application process including the pre-consultation meeting.

The Planner from the Greater Essex County District School Board submitted comments in response to the County's circulation of the application for draft plan approval. The comments have been attached for Council's reference. The comments provide the typical request for draft plan conditions and the inclusion of provisions into the final executed Subdivision Agreement. These provisions would include matters such as sending the approved sidewalk plan and subdivision phasing to their office, notice on title regarding attending the closest school and opportunity for a final clearance by the School Board.

At the time of the preparation of this report, comments had also been received from Union Gas requesting a paragraph in the subdivision agreement to provide easements as necessary.

#### 7. <u>CONCLUSION</u>:

It is recommended that Council receive public comments regarding this phase of Kingsbridge Subdivision and that any comments received at this public meeting be sent to the County of Essex as required in regard to draft plan of subdivision 37-T-18005. An additional report summarizing the public comments along with a response by Administration will be prepared for the next Council Meeting. Should there be no one in attendance and no written comments received, Council may consider endorsing this phase of the subdivision during the regular Council Meeting that follows this public meeting.

Rebecca Belanger

Manager of Planning Services

RB: kd

#### **DEPARTMENTS/OTHERS CONSULTED:** Name: Bill King, Manager of Planning Services, County of Essex Phone#: 519 776-6441 ext. 1329 Name: Office of Engineering and Public Works Phone #: 519 736-3664 ext. 313 Name: Building Services Phone #: 519 736-5408 ext. 4136 Name: Fire Services Phone #: 519 736-6500 Name: Union Gas Email: ONTUGLandsINQ@uniongas.com Name: Ontario Power Generation Email: Executivevp.lawanddevelopment@opg.com Name: Essex Region Conservation Authority Email: planning@erca.org Name: Windsor Essex Catholic District School Board Phone #: 519 253-2481 Name: Greater Essex County District School Board Phone #: 519 255-3200

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX



#### 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: January 14, 2019
Author's Phone: 519 736-5408 ext. 2124	Date to Council: February 25, 2019
Author's E-mail: rbelanger@amherstburg.ca	Resolution #: n/a

#### To: Mayor and Members of Town Council

Subject: Urban Design Guidelines and Commercial Sign Moratorium

#### 1. <u>RECOMMENDATION:</u>

It is recommended that:

- 1. The report from the Manager of Planning Services dated January 14, 2019 regarding the Urban Design Guidelines and Commercial Sign Moratorium **BE RECEIVED**;
- 2. Administration **BE DIRECTED** to review all applications for signage based on the policies in the draft Urban Design Guidelines until Council endorses the final version of the Urban Design Guidelines; and,
- 3. The moratorium **BE LIFTED** on all signage requests (excluding portable signs) for the areas bound by Texas Road to Lowes Side Road and from Meloche Road to the Water's Edge.

#### 2. BACKGROUND:

Council directed the preparation of Urban Design Guidelines (UDG) with a Heritage Theme and a Community Improvement Plan. Council has been provided with the opportunity to review the Draft Urban Design Guidelines tabled at their meeting of December 10, 2018. In a previous report to Council on May 28, 2018, Administration requested placing a moratorium on all commercial signage requests for the areas bound by Texas Road to Lowes Side Road and from Meloche Road to the Water's Edge, until the UDG had been adopted by Council in its final form. This moratorium has now been in place for eight months, and Administration is preparing for the open house associated with the final draft of the UDG. At this time there have been several requests from local business owners, both established and new, to place signage to better identify and advertise for their businesses. As noted in the May 28<sup>th</sup>, 2018 report to Council, Administration discussed the need for the guidelines to be developed for signage and façade features to better represent the Town's overall, cohesive historic goals in commercial development. At that time the moratorium on signage was requested in order to evaluate a review process for signage and façade features and ensure consistency with the UDG when implemented.

#### 3. <u>DISCUSSION</u>:

The façade elements section of the UDG provides specific guidelines for restoring heritage features, ground floor storefront facades, entryways and doors, display windows, sign bands, awnings, lighting and signage. The section on signage identifies that signs are one of the most important features of a building façade. Signage offers a method of identifying a business and communicating what customers can expect to find, as well as assisting visitors with wayfinding and situating themselves within the town. Effective signage is an important part of the built environment and historical references of Amherstburg and should reinforce the historical sense of place and theme of the area. All signs must be erected and maintained according to the regulations of the Town of Amherstburg Sign By-Law.

The UDG are currently in draft form and have been presented to Council for review. The Draft UDG has also been posted on *Talk the 'Burg for* public comment and review. The guidelines have been fully developed for recommended signage types and placement, and Administration is confident at this point that the proposed guidelines can be utilized to enable approval of signage to resume for businesses in the areas bound by Texas Road to Lowes Side Road and from Meloche Road to the Water's Edge. Business owners in this area have been very co-operative during this moratorium in understanding the future vision for the town, and having their signage requests delayed.

The Sign By-Law presently states that all signs within the Architectural and/or Heritage Areas shall be subject to supplementary regulations, in addition to those contained elsewhere in the By-law and shall take precedence on those points which are in conflict. Administration presently assesses the requests for signs within the Heritage Area against the special provisions in the Sign By-Law on a case by case basis to ensure compliance. The provisions in the Sign By-Law coupled with the current draft UDG will allow Administration to make more consistent decisions in approving signage and being able to inform business owners of requirements.

#### 4. <u>RISK ANALYSIS:</u>

It was previously discussed in the May 28, 2018 Report to Council, that risks associated with continuing to approve signage requests without the guidelines in place could result in a lack of consistency and continuity, and contribute to issues of the past such as sign clutter. Applying the UDG now drafted for signage will mitigate the previously noted risks.

#### 5. FINANCIAL MATTERS:

N/A

#### 6. CONSULTATIONS:

Manager of Building and Chief Building Official, Angelo Avolio Director of Planning, Development and Legislative, Mark Galvin Manager of Licensing and Enforcement, Nicole Rubli

#### 7. <u>CONCLUSION</u>:

Administration recommends that review of signage requests resume in the areas bound by Texas Road to Lowes Side Road and from Meloche Road to the Water's Edge and that such applications be eligible for approval subject to compliance with the draft Urban Design Guidelines.

Rebecca Belanger

DEPARTMENTS/OTHERS CONSULTED: Name: Mark Galvin, Director of Planning, Development, Legislative Services Phone #: 519-736-5408 ext. 2137 Name: Nicole Rubli, Manager of Licensing and Enforcement Phone #: 519-736-0012 ext. 2251

#### **Report Approval Details**

Document Title:	Urban Design Guidelines and Commercial Sign Moratorium .docx
Attachments:	N/A
Final Approval Date:	Feb 19, 2019

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

Mark Galvin - Feb 14, 2019 - 3:51 PM

Cheryl Horrobin - Feb 15, 2019 - 11:24 AM

. Miceli Juna

John Miceli - Feb 19, 2019 - 11:23 AM

Paula Parker - Feb 19, 2019 - 4:53 PM



#### 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: Angelo Avolio	Report Date: February 1, 2019
Author's Phone: 519 736-5408 ext. 2136	Date to Council: February 25, 2019
Author's E-mail: aavolio@amherstburg.ca	Resolution #: N/A

#### To: Mayor and Members of Town Council

Subject: 2018 Yearly Building Activity Report

#### 1. <u>RECOMMENDATION:</u>

It is recommended that:

1. The report from the Chief Building Official dated February 01, 2019, regarding Building Department Activities for the 2018 construction year from January to December 2018 **BE RECEIVED for information**.

#### 2. <u>BACKGROUND</u>:

At the regular Council meeting of April 11, 2016 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"

#### 3. <u>DISCUSSION</u>:

Building activity and statistics from January to December of 2018 are noted in this report.

With a new full time building inspector 2018 was a very active year for plan review and building inspections.

The Building Department issued a total of 412 permits with an approximate construction cost of \$47.6 million. Permits consist of single family dwelling units, semi-detached, townhomes, additions, commercial, industrial, swimming pools and decks.

A total of 130 residential units have been created, totaling over approximately \$28,000,000 in construction cost.

In comparison to the 2017 building statistics, the number of single dwellings, semidetached and townhouses units remained relatively the same with 2017 at 129 units and 2018 at 130 units. The major difference in 2018 was the new apartment building built on Pickering which provided an additional 34 units for the year.

Accessory structures including pole barns, garages and shed have seen an increase.

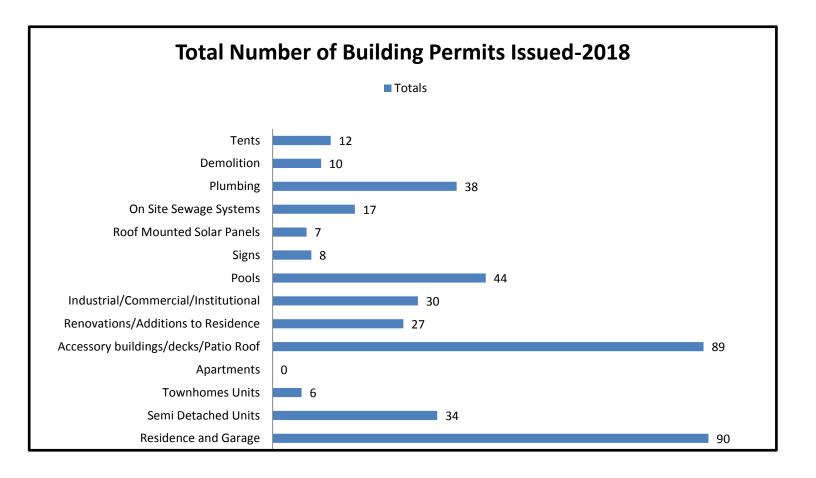
Approximately 2000 building inspections have been conducted in 2018. This includes storm, sanitary sewers, foundation, framing, and insulation, plumbing and final inspections; however other incidental inspections were also conducted.

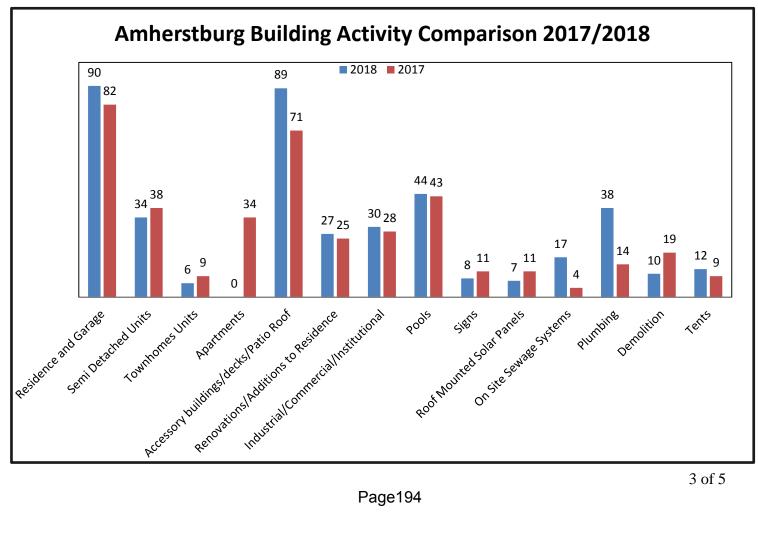
A total of 34 permits have been issued for the backwater subsidy program. Since its inception in 2017, the program has provided subsidy for approximately 47 applications. Homeowner's continue to take advantage of the subsidy program.

The Building division had over 65 legal requests for property information and title searches and has received fees for the service.

The Building division continues to streamline its processes to achieve greater customer satisfaction and greater access to information. The new CityView software program is expected to be fully implemented mid to late 2019 and will enhance processes, services with developers, contractors and homeowners.

Types of Permits	Totals	Total Construction Value
Residence and Garage	90	\$ 28,111,982.26
Semi Detached Units	34	\$ 7,226,000.00
Townhomes Units	6	\$ 1,258,000.00
Apartments	0	\$ 1550
Accessory buildings/decks/Patio Roof	89	\$ 2,626,300.00
Renovations/Additions to Residence	27	\$ 1,420,000.00
Industrial/Commercial/Institutional	30	\$ 4,913,459.00
Pools	44	\$ 833,110.00
Signs	8	\$ 34,000.00
Roof Mounted Solar Panels	7	\$ 154,800.00
On Site Sewage Systems	17	\$ 426,000.00
Plumbing	38	\$ 85,619.62
Demolition	10	\$ 469,300.00
Tents	12	\$ 41,650.00
Totals	412	\$ 47,600,220.88





#### 4. **<u>RISK ANALYSIS:</u>**

Not applicable.

#### 5. FINANCIAL MATTERS:

The revenues for all building permits for 2018 were approximately \$396,000. Development Charges (DC) of about \$1,560,000 were collected and an additional \$564,000 remains to be collected under the DC Deferral Agreements.

#### 6. CONSULTATIONS:

None.

#### 7. <u>CONCLUSION</u>:

Town of Amherstburg will have available residential lots in 2019 as Meadowview subdivision will be ready with over 70 lots and the new extension of Kingsbridge subdivision with over 74 lots. Other developments are currently at the planning stages and will be on-stream in the coming months and years.

According to the market outlook from CMHC housing starts are forecast to slowdown gradually over the 2018 to 2020 horizon, moderating for the 10 year high recorded in 2017 to level more in line with a moderate economic outlook. By 2020 demand is expected to continue to shift towards less expensive housing options such as apartments and condominiums.

Angelo Avolio CBCO Chief Building Official

#### **Report Approval Details**

Document Title:	2018 Yearly Building Activity Report.docx
Attachments:	N/A
Final Approval Date:	Feb 19, 2019

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

Mark Galvin - Feb 12, 2019 - 1:17 PM

Cheryl Horrobin - Feb 15, 2019 - 3:51 PM

. Miceli ina

John Miceli - Feb 19, 2019 - 10:31 AM

Paula Parker - Feb 19, 2019 - 4:27 PM



#### 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: Angelo Avolio	Report Date: February 15, 2019
Author's Phone: 519 736-5408 ext. 2136	Date to Council: February 25, 2019
Author's E-mail: aavolio@amherstburg.ca	Resolution #: N/A

#### To: Mayor and Members of Town Council

Subject: 2018 Annual Heritage Committee Report

#### 1. <u>RECOMMENDATION:</u>

It is recommended that:

1. The 2018 Annual Heritage Committee Report dated February 1, 2019 BE RECEIVED for information.

#### 2. <u>BACKGROUND</u>:

The requirements outline in the Local Boards/Committees-Terms of Reference document adopted by Council on October 5, 2015. This report describes the accomplishments of the Heritage Committee of the 2018 year.

#### 3. <u>DISCUSSION</u>:

At the February 9, 2019 meeting, 2019 Heritage Committee elections were held at the Libro Centre. Simon Chamley was elected as the Committee Chair and Shirley Curson Prue was elected as Vice Chair. The committee members have been reduce from 7 members to 5 members who include Jennie Lajoie, Robert Honor, and Stephanie Pouget-Papak. Patricia Simone is the council representative and Angelo Avolio as the staff representative.

Listed below are the accomplishments for the heritage Committee for the 2018 year.

• Approval in concept of Boblo Buildings being added to the Heritage Registry, with future additions possible once M. Reiner completes her review

- Attendance of member at Heritage Conference in St. Saint Marie
- Approval of 83 Sandwich Street exterior façade for restaurant
- Approval of Notice of Intent to Demolish at 305 Dalhousie Street
- John G. Kolfage House , 443 Dalhousie, plaque presentation
- Presentation by Monteith Brown of progress of Urban Design Guidelines
- Approval of sign variance at 83 Sandwich Street S
- Approval of Heritage evaluation process for listing properties on the municipal register, presented by M. Reiner
- Approval of concept and materials for a gateway entrance sign
- Approval of 56 properties to be listed on the Heritage Register as Properties of Interest, as evaluated by M. Reiner from Doris Gaspar research
- Approval of rebuilding of front porch steps at St. Joseph Church
- Approval in concept of the renovation/restoration of the Little White Church, 7860 County Road 20, while maintaining heritage features and any renovations/restorations will come to the heritage committee first. Robert Honor was appointed as contact person

#### 4. FINANCIAL MATTERS:

All costs related to the Heritage Committee have been funded in the 2018 heritage Committee budget

#### 5. <u>CONSULTATIONS</u>:

N/A

#### 6. <u>CONCLUSION</u>:

The Annual Heritage Committee Report for the 2018 is provided for Council information.

Angelo Avolio Chief Building Official Staff Liaison for Heritage Committee

(AA)



#### 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: B. Montone	Report Date: February 7, 2019
Author's Phone: 519 736-6500 ext. 2241	Date to Council: February 25, 2019
Author's E-mail: bmontone@amherstburg.ca	Resolution #: N/A

#### To: Mayor and Members of Town Council

Subject: Monthly Fire Department Activity Report- January 2019

#### 1. <u>RECOMMENDATION:</u>

It is recommended that:

1. The report from the Fire Chief dated February 7, 2019 regarding Fire Department Monthly Activity Report –January 2019 **BE RECEIVED for information**.

#### 2. <u>BACKGROUND</u>:

On April 11, 2016, Council adopted the following:

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

#### 3. <u>DISCUSSION</u>:

The goal of the Amherstburg Fire Department is to provide fire protection services through a range of programs designed to protect the lives and property of the inhabitants from the adverse effects of fire, sudden medical emergencies or exposure to dangerous conditions created by man or nature.

To achieve this goal the Amherstburg Fire Department utilizes fire suppression and rescue activities, fire inspections, fire investigation, public fire safety education and other fire protection programs as defined by the Fire Protection and Prevention Act, R.S.O.1997. and the Town of Amherstburg, Establishing and Regulating

By-Law # 2017 – 67. The attached, represents activities and program information for the month of January 2019.

#### 4. **<u>RISK ANALYSIS:</u>**

N/A

#### 5. FINANCIAL MATTERS:

N/A

#### 6. CONSULTATIONS:

N/A

#### 7. <u>CONCLUSION</u>:

As directed by Council, the Amherstburg Fire Department will continue to provide monthly activity reports.

Bruce Montone Fire Chief

#### **Report Approval Details**

Document Title:	Monthly Fire department Activity Report -January 2019.docx
Attachments:	- Monthly Dashboard Report January 19.pdf
Final Approval Date:	Feb 19, 2019

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

Mark Galvin - Feb 11, 2019 - 3:24 PM

Cheryl Horrobin - Feb 12, 2019 - 9:02 AM

. Miceli ilia

John Miceli - Feb 15, 2019 - 9:11 AM

Paula Parker - Feb 19, 2019 - 4:16 PM



#### FIRE SERVICES

#### DASHBOARD

1 - SERVICE LEVEL DEL	IVERY		YTD 2019		Jan-19
INCIDENTS		451	23	42	23
Inident Types	OFM codes				
Fire	01 - 29	57	4	4	4
False Fire Alarms	31 - 39	111	4	11	4
Public Hazard	41 - 59	47	7	4	7
Rescues	601 - 69	72	2	4	2
Medical	701 - 899	72	5	18	5
Others	91 - 99	92	1	1	1

Number of calls by station	:	2018	YTD 2019	Jan-18	Jan-19
Station # 1		153	10	20	10
Station # 2		90	5	10	5
Station # 3		45	3	7	3
Duty Officer		163	5	5	5

3 - AVERAGE RESPONSE	Targets	2018	YTD 2019	JAN-19 AVG	Jan-19
Alarm Transfer Time 95th Percentile			Not Current	ly Available	
Alarm Answering Time	95th Percentile		Not Currently Available		
Alarm Processing Time	90th Percentile	0:03:14	0:03:51	0:01:53	0:03:51
Alarm Handling Time	90th Percentile	Not Currently Available			
Turn out time	90th Percentile	0:07:11	0:08:47	0:05:09	0:08:47
Travel Time	90th Percentile	0:09:07	0:07:50	0:04:20	0:07:50
Intervention Time	90th Percentile	Not Currently Available			
Total Response Time	90th Percentile	Not Currently Available			

		YTD		
3 - OTHER STATISTICS	2018	2019	Jan-18	Jan-19
Total Training Session	173	20	15	20
Total Training Session (Station 1)	47	5	4	5
Total Training Session (Station 2)	47	5	5	5
Total Training Session (Station 3)	51	5	5	5
Total Training Session (Extra)	36	5	1	5
Total Routine Station Maintenance & Inspection	146	14	12	14
Fire Prevention Inspections	48	5	9	5
Business Licenese Inspections	19	1	2	1
Fire Prevention Program Activities (i.e. Lockbox, Tapp-C)	106	9	0	9
Fire Safety Plan Reviews	53	6	4	6
Vulnerable Occupancy Annual Inspections	12	1	0	1
Smoke and CO Alarm Install	14	1	0	1
Fire Permits Issued	347	29	1	29
Fire Permit Inspections	567	8	1	8

		YTD		
4 - COMMUNITY IMPACT	2018	2019	Jan-18	Jan-19
Total \$ Loss (Estimate)	291,950	152,500	176,500	152,500
Total \$ Saved (Estimate)	1,120,000	0	515,000	0
Residential Fire Related Injuries (Entire)	1	0	0	0
Fire Fighter	0	0	0	0
Public	1	0	0	0
Residential Fire Related Fatalities (Entire)	0	1	0	1



#### FIRE SERVICES

DASHBOARD

#### **5 - CHIEF'S COMMENTS**

Amherstburg was the host for the Monthly Fire Chief's Meeting held at the Libro Centre. The quarterly Officers meeting was held with Officers of the Department. A test of the Community Mass Notification system was conducted, which revealed technical difficulties between some Phone Carriers and our Mass Notification system provider. Staff is working with both groups to have them identify the causes and correct the difficulties. Additional testing is being done internally and once resolved an additional test of the system will be conducted across our municipality with the 15,000 contacts registered in the system. 3 Volunteer (Paid on Call) and 3 Auxiliary Fire Fighter candidates from our fall recruitment process have been welcomed to the department as of this month.

31-Jan-19

# S WINDSOR-ESSEX'S VitalSigns®

February 14, 2019

Mayor Aldo DiCarlo Town of Amherstburg 271 Sandwich Street South Amherstburg, ON N9V 2A5

#### **RE: VITAL SIGNS® 2019**

Dear Mayor DiCarlo,

For the past six years, the WindsorEssex Community Foundation (WECF) has used the *Vital Signs®* program to engage Windsor-Essex residents in a deeper exploration of issues and trends that affect and influence community vitality. Our annual survey delves into their thoughts on the quality of life in Windsor-Essex focusing on 11 key areas: Work; Health, Wellness & Activity; Belonging & Leadership; Safety; Housing; Arts & Culture; Learning; Environment; Getting Started; Getting Around; and, Food Security.

We are pleased that the *Vital Signs®* program has had continuous growth over the years, and by launching the survey earlier this year, we hope to increase participation even more. The official *Vital Signs®* Report will be released in October with printed copies being distributed to more than 55,000 Windsor Star subscribers in Windsor & Essex County.

With each passing year the *Vital Signs®* report has developed into an even more well recognized and exemplary resource in Windsor-Essex. And, because the Town of Amherstburg is leading the way to improve the quality of life for residents in all of the key focus areas, it seems like the perfect fit for you to become a Sponsor of the 2019 Vital Signs® program. For your review and consideration, I am attaching details regarding the benefits of sponsorship at each of three levels.

Additional information on this program is available online at Community Foundations of Canada's website <u>www.vitalsignscanada.ca</u> or through the WECF's website <u>www.wecf.ca</u>. I look forward to your participation and, should you have any questions, please don't hesitate to contact me at 519-255-6572 / <u>lkolody@wecf.ca</u>.

Sincerely,

Lisa Kolódy Executive Director









FONDATIONS COMMUNAUTAIRES DU CANADA ensemble pour tous

# **SitalSigns**®

## 2019 SPONSORSHIP PACKAGE

#### WHAT IS THE WINDSORESSEX COMMUNITY FOUNDATION?

The WECF is a leader in philanthropy. We help build a better Windsor-Essex by attracting and managing legacy funds, making grants to support local charities and programs, and bringing community partners together. We use the Vital Signs<sup>®</sup> Program to engage with community partners and inform our grant making each year. The WECF is inspiring philanthropy to benefit our community today, tomorrow, and forever!

#### WHAT IS THE VITAL SIGNS® PROGRAM?

Vital Signs<sup>®</sup> is a community report that combines national, provincial, and local data with residents' views on important local issues. Released annually, with 2019 being its seventh edition, the survey provides Windsor-Essex residents the opportunity to grade the quality of life in our region. It is intended for use as a resource to initiate conversation between community members, leaders, and organizations in Windsor-Essex and to inspire change in our community.

• Vital Signs<sup>®</sup> measures the quality of life on the Windsor and Essex County community by focusing on important indicators specific to the following **11 issue areas:** 

Arts & Culture	Health, Wellness & Activity
Belonging & Leadership	Housing
Environment	Learning
Food Security	Safety
Getting Around	Work
Getting Started	

- The survey is circulated through our community partners and social media outlets reaching over **1,000 residents** with growing scope every year.
- The Vital Signs<sup>®</sup> Report is distributed in October as an insert in the Windsor Star newspaper, reaching over **55,000 print subscribers** in Windsor-Essex. An electronic version of the report is circulated to our community partners and made available on our website to read at any time.
- Both the Vital Signs<sup>®</sup> Survey and Report are shared through our social media channels consisting of over **3,500 followers.**
- The Vital Signs<sup>®</sup> Survey launches **April 4<sup>th</sup>** and closes **July 26<sup>th</sup>**.







# S WINDSOR-ESSEX'S VitalSigns®

#### SPONSORSHIP OPPORTUNITIES

Consider partnering with the WindsorEssex Community Foundation by sponsoring the Vital Signs<sup>®</sup> Program. Your organization will be recognized in the following ways:

BENEFITS	PREMIER SPONSOR \$5,000	PAGE SPONSOR \$2,500	SUPPORT SPONSOR \$500
LOG	<b>GO RECOGNITION</b>		
Front cover of the Vital Signs Survey *	✓		
Front cover and every other page of the Vital Signs Report	✓		
Back cover of the Vital Signs Report	✓	$\checkmark$	✓
Single page of the Vital Signs Report		$\checkmark$	
All post-report presentations throughout the year	✓	$\checkmark$	
The WECF Vital Signs-specific media releases	✓		
All Vital Signs advertisements *	✓		
WECF Annual Report (November 2019 release)	✓	$\checkmark$	✓
The WECF Social Media streams (Facebook, Twitter & LinkedIn)	✓	$\checkmark$	
WECF monthly Newsletters (April to October)	✓	$\checkmark$	
WECF website with a link back to your website	✓	$\checkmark$	
Vital Signs Survey Launch PowerPoint Presentation	✓	$\checkmark$	✓
Vital Signs Report Launch PowerPoint Presentation	✓	$\checkmark$	✓
Invitation to the Vital Signs Survey & Report Launch	✓	$\checkmark$	✓
VER	BAL RECOGNITION		Г.
At all post-report presentations throughout the year	$\checkmark$	$\checkmark$	
Vital Signs Survey Launch	✓	$\checkmark$	✓
Vital Signs Report Launch	✓	✓	✓

\*Please submit your sponsorship commitment by March 15, 2019

Custom sponsorship packages are available, please call us to discuss.

Visit our website www.wecf.ca to see sponsorship placements and the 2018 Vital Signs<sup>®</sup> report.





## WINDSOR-ESSEX'S ລິ Vital Signs®

#### SPONSORSHIP REGISTRATION

	To register please complete this page and return it to the Foundation's off one of the following ways:	ice through
	E-Mail: amurselovic@wecf.ca   Mail: 3200 Deziel Drive, Suite 511, Windsor,	ON N8W 5K8
Comp	bany Name:	
Conta	act Person and Title:	
Addre	ess:	
E-Ma	il: Telephone:	
PLEA	ASE INDICATE YOUR SPONSORSHIP LEVEL	
	Premier Sponsor (\$5,000)	
	Page Sponsor (\$2,500) (Please indicate page pr *please note page selection is on a first come first serve basis.	eference)
	Support Sponsor (\$500)	
	We would like to customize our own sponsorship package for Vital Signs	
	We are unable to sponsor Vital Signs this year, but would like to learn how organization	we can participate as an
ΡΑΥΝ	INT DETAILS	

#### PLEASE MAKE ALL CHEQUES PAYABLE TO: THE WINDSORESSEX COMMUNITY FOUNDATION | Memo: 2019 Vital Signs

- A cheque is enclosed |Total amount enclosed \$
- Please send us an invoice to the E-Mail listed above
- □ We would like to pay by credit card (For security purposes if you would like to pay by credit card please call the WindsorEssex Community Foundation **P:** 519-255-6572)

#### QUESTIONS

Ρ

Lisa Kolody | Executive Director E: lkolody@wecf.ca | P: 519-255-6572 Ajsela Murselovic | Administration Coordinator

E: amurselovic@wecf.ca | P: 519-255-6572





FONDATIONS COMMUNAUTAIRES DU CANADA

## **WINDSOR-ESSEX'S VitalSigns**®

WindsorEssex Community Foundation













# WHAT'S

#### Welcome

**Our Community** 

Work

Health, Wellness & Activity

#### Belonging & Leadership

Safety

Housing

Arts & Culture

**Getting Started** 

Environment

Learning

**Getting Around** 

**Food Security** 

Acknowledgments





## Welcome to the 2018 Windsor-Essex Vital Signs® report

This is the sixth Vital Signs<sup>®</sup> report published by the WindsorEssex Community Foundation (WECF) in partnership with Community Foundations of Canada. It wouldn't be possible without the support of our sponsors and partners. Thank you to all members of our community who took the time to fill out the survey, share it, promote it, and to those who are reading it now. We encourage you to use this tool to identify priorities to help guide our region's resources and planning.

We thank each and every one of you for your interest and support of the Vital Signs<sup>®</sup> program. We hope this report will reaffirm what makes Windsor-Essex a great place to live, work, play and grow.

#### Lisa Kolody

Executive Director

#### How to read this Report

The data presented in this report is organized into 11 issue areas, and within those areas, local, provincial and national data is presented.

**GRADES:** Letter grades are shown within each issue area representing the views of survey respondents from Windsor (CMA), Essex County, and those that identified themselves as being aged 65 and over (seniors), or aged 24 and younger (youth).

**WHAT YOU SAID:** In the Vital Signs<sup>®</sup> survey, respondents were asked a series of questions pertaining to the 11 issue areas. This section highlights the results of those questions.

**TOP PRIORITIES:** Survey respondents were asked to select the top priority for each issue area. This section highlights the top answers for each issue area.

**DID YOU KNOW:** This section includes information on local news to help inform the community on what exists in our region.

#### How can I use this report?

The Vital Signs<sup>®</sup> report is a starting point for further conversations. It is intended to inform the community on our priorities in order to better direct our region's resources and planning. First, read the report – draw your own conclusions and thoughts about the direction of our community. Second, share the report – talk to your friends, family and colleagues about the findings in the report. Lastly, use the report – access the programs and services outlined in the report or develop programs and services to meet local needs.

#### Who can use this report? EVERYONE!



**Teachers:** Introduce this report to your students to engage them in our community. Discuss with your students the ways they can help create change.

**Politicians:** The Vital Signs<sup>®</sup> report is a great tool to understand the needs of our community. Let Windsor-Essex residents know their voice is being heard.



**Charities:** Create programs and services that respond to the needs in this report. Inform board members and volunteers on the needs of our community.

**Families:** Access the programs and services outlined in this report. Take advantage of this knowledge – explore what Windsor-Essex has to offer.



Celebrating 35 Years of Inspiration

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## **Our Community**

## **About Windsor-Essex**

Population Windsor-Essex: 398,953 Windsor (CMA): 329,144 Essex County: 69,809

Statistics Canada defines our area as the Census Division of Essex County which includes the Census Metropolitan Area, Windsor (CMA). The Windsor CMA consists of: Amherstburg, Lakeshore, LaSalle, Tecumseh, and Windsor.

As part of the Carolinian Life Zone, Windsor-Essex has more biodiversity and more endangered species than anywhere else in Canada.

**References:** Statistics Canada Census 2016, National Household Survey 2011

## **About Our Survey Respondents**

## Income

 14%
 \$0 - \$19,999

 15%
 \$20,000 - \$39,999

 20%
 \$40,000 - \$59,999

 15%
 \$60,000 - \$79,999

 20%
 \$80,000 or more

 13%
 Decline to answer

 3%
 Not Applicable



## In 2016, the youth population, 14 and younger, represented

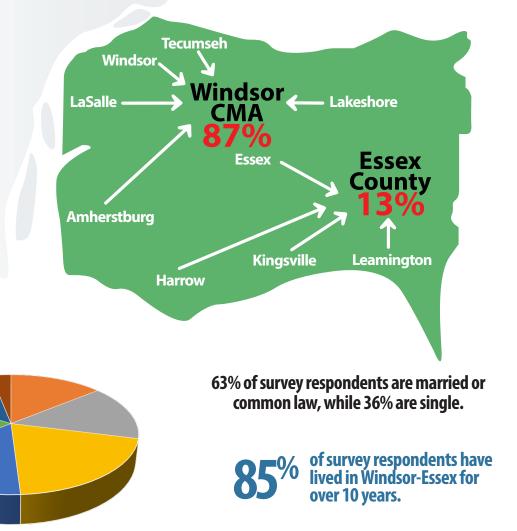
% of the total population of Windsor-Essex. This was an 11% decrease from 2011.

#### Seniors, 65 and older, were

of the population, an increase of 5% since 2011.

The proportion of single-parent families in Windsor CMA in 2016 was 19%.

## **Respondent Current Residence**



Page210



#### PRESENTED BY

workforce WINDSOR-ESSEX REGIONAL Chamber of Commerce





## Work Windsor Essex County C **Seniors** Youth



## What You Said:

When asked if people in Windsor-Essex make enough money to support their needs,

54% of respondents said we're doing okay/ we're on the right track

Are there employment opportunities in Windsor-Essex for those seeking work?



of respondents said we're doing okay/we're on the right track, while

said improvement is needed/ we should look into this

Respondents were asked if local graduates are prepared for today's workforce.



7/2 said improvement is needed/ we should look into this, while



said we're doing okay/ we're on the right track



of Vital Signs<sup>®</sup> survey respondents reported they are employed full-time (35 hours or more per week); while



are retired



Between the fourth quarter 2017 and first quarter 2018, the labour force increased by 2.2% and the participation rate rose by 2%. The unemployment rate rose to 6.0%.

According to a BMO analysis entitled "Where have all the good people gone, now?", Windsor ranked fifth among 21 Canadian cities for "Labour Market Attractiveness." (Source: Windsor Star)

In Windsor-Essex the median income by gender in 2016 was:

Men \$36,829 (an increase of 10% since 2011) Women \$25,086 (an increase of 13% since 2011) The median household income was \$59,274, up 12% since 2011.

Average hourly	wages by gender i	n (2017):
Men:	Windsor(cma) \$26.50	Ontario \$28.20
Women:	\$22.07	\$24.64

stics Candea Charlen ity Census Profiles 2011, 2016 WE EDC, Performance Metrics 2018 Q2

## **Top Priorities**

**Providing a living** wage to employees

**Ensuring youth are** better prépared for the workforce

Decreasing the unemployment rate



## **Did You Know?**

**29**%

**26**%

**12**<sup>%</sup>

Workforce WindsorEssex creates labour market tools, research and guides that help job seekers, employers, students, educators and the community save time, money and effort. Learn more about the WEexplore tool at

www.workforcewindsoressex.com/weexplore/

The Town of LaSalle is creating an economic development strategic plan to attract and retain business and foster economic growth. As part of the planning process they intend to consult with businesses, citizens, and key stakeholders. For more information, visit www.lasalle.ca

The WindsorEssex Economic Development Corporation is a dedicated catalyst for business growth and expansion. Visit their site www.choosewindsoressex.com for information about current market research, government funding, performance metrics, and resource libraries.



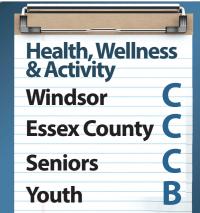
#### IN PARTNERSHIP WITH













## What You Said:

When asked if people in Windsor-Essex have access to mental health programs and services,

Respondents were asked if there are enough health professionals in Windsor-Essex to meet residents' needs,

said improvement is needed/ we should look into this

When it comes to the accessibility of sports and physical activity programs in Windsor-Essex,

**1**% of respondents believe we're on the right track/ we're doing great

of respondents said improvement is needed/ we should look into this

#### In 2015-2016,



of the Windsor population aged 15 years and over reported that most days in their life were quite a bit or extremely stressful

Windsor's rate was 4 percentage points below the provincial rate.

of youth (ages 12 to 17) perceived their mental health as being very good or excellent

This rate was 3 percentage points lower

than the Ontario rate (77%) and 4 percentage points lower than the Canadian rate (78%).



This was 2 percentage points higher than the provincial rate (10%) and 4 percentage points lower than the Canadian rate (16%).

**References:** Statistics Canada. Canadian Community Health Survey CANSIM Table 105-0509 (2015-16)





## **Top Priorities**

Improving access **53**% to mental health programs and services

Improving access to health professionals and services





## **Did You Know?**

As of January 2018, the Canadian Mental Health Association (CMHA) intake and assessment services (phone and walk-in) were transferred to the Transitional Stability Centre - Crisis & Wellness Centre (TSC CWC). The combined CMHA/ Hôtel-Dieu Grace Healthcare team positioned at TSC CWC meet in real time to help navigate mental health and addiction services ensuring linkages have been achieved for clients seeking service, as well as to arrange for follow-up action for clients on waiting lists. www.cmha.ca

People First of Ontario, a province-wide organization that fights for the rights of people with intellectual disabilities, created a Charitable Agency Endowment Fund at the WECF to help support their agency needs. For more information about the organization, visit www.peoplefirstontario.com

The Windsor Family Health Team offers high quality healthcare for residents. Social work services are offered onsite and in person. To learn more go to www.windsorfht.ca

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**18**%

#### WindsorEssex Community Foundation

## **Belonging** & Leadership Windsor Essex County C Seniors B Youth



## What You Said:

Respondents were asked if people in Windsor-Essex have a high level of life satisfaction

When it comes to people in Windsor-Essex actively volunteering or donating to charities

64% of respondents said we're doing ok/ we're on the right track

of respondents said we're doing ok/ we're on the right track, while

feel we're doing great

Respondents were asked if they feel they have a sense of belonging to Windsor-Essex – feeling included and connected.

Safety

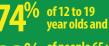
29% feel we're doing ok, while

feel we're on the right

rack/ we're doing great

**87**% of respondents said that they intend to vote in the next election. Note: due to the survey time frame, this would include the provincial and/or municipal elections.

In 2015-2016, 74% of the population 12 years and over in Windsor (Windsor-Essex County Health Unit) reported they have a strong or somewhat strong sense of community belonging. This rate was 5 percentage points above the national rate. By age group,



of people 65 years and over also reported a strong or somewhat strong sense of community belonging.

Safety

Windsor

**Seniors** 

Youth Page213

Essex County C

B



## **Top Priorities**

Increasing opportunities for people to feel included **34**% and connected

Providing more initiatives to increase life satisfaction

**Creating initiatives to** 



## **Did You Know?**

The Windsor-Essex Regional Chamber of Commerce will be hosting a Mayoral Debate on October 10<sup>th</sup> at the Fogolar Furlan. For more information, visit www.windsorchamber.org

The Windsor Pride Community Education and Resource Centre received a grant from the WECF for the creation of a Youth Suicide Awareness Prevention and Bullying Awareness Guide. For more information, visit www.windsorpride.com

During the 2018 Provincial Election on June 7<sup>th</sup> 2018, Ontario saw the highest voter turnout since 1999. Yet, according to Elections Ontario, out of 124 ridings, Windsor-West and Windsor-Tecumseh had the lowest voter turnout in the province, with 44% and 48% respectively. (Source: Windsor Star)

#### In 2016.



of tax filers in Windsor (CMA) gave a charitable donation. The median charitable donation was \$300, the same as the national average and \$70 lower than the provincial average (\$370).

**References:** Statistics Canada. CANSIM Table 105-0502 (2007-08 to 2013-14); CANSIM Table 105-0509 (2015-16). Statistics Canada, Table 111-0001.

## What You Said:

When asked if Windsor-Essex is a safe place to live,

of respondents said that we're doing okay/we're on the right track

Regarding adequate social programming for at-risk individuals,



of respondents believe that improvement is needed

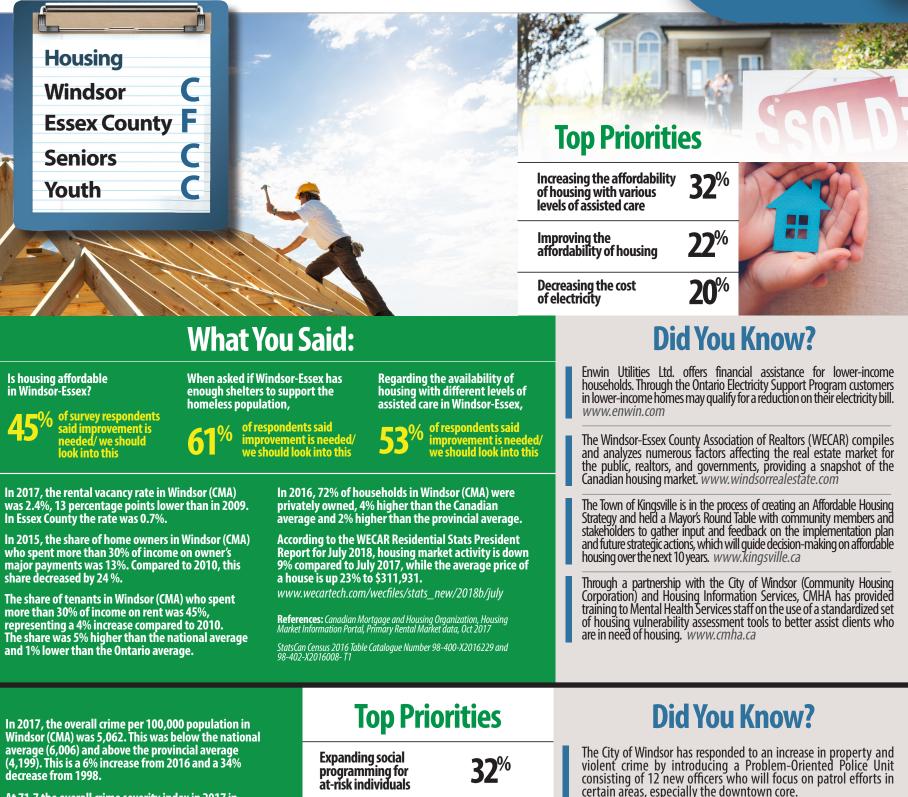
#### IN PARTNERSHIP WITH





## Housing





At 71.7 the overall crime severity index in 2017 in Windsor (CMA) was below the national average (72.9) and above the provincial average (55.4). This was an increase of 7% from 2016 and a decrease of 30% percent from 1998.

References: Statistics Canada. Incident-based crime statistics, by detailed violations, police services; Crime Severity Index Table 35-10-0026-01

Reducing the use of illegal drugs

Creating more proactive initiatives aimed at reducing youth crime

**26**<sup>%</sup>

14% Page214 The City of Windsor has responded to an increase in property and violent crime by introducing a Problem-Oriented Police Unit consisting of 12 new officers who will focus on patrol efforts in certain areas, especially the downtown core.

GR8 Day Crossroads Addiction Recovery Support runs a We Can Help program which provides access to individual and group counselling for marginalized individuals who are living with, or have been affected by, substance abuse, and to help them address the issues and circumstances that will support their recovery. For more information, visit www.crossroadsc4pe.ca/gr8-daý/



When asked if arts and cultural events are accessible

Are there opportunities in Windsor-Essex for those wanting to pursue a

career, education or hobby

in Windsor-Essex,

in the arts?

PRESENTED BY < CONNOR, CLARK & LUNN

PRIVATE CAPITAL





Arts & Culture	
Windsor	
Essex County	
Seniors	
Youth	3

What You Said:

In 2016, in Windsor (CMA), 2% of the labour force, 15 years and over, was employed in occupations related to arts, culture, recreation or sport. This rate is up 0.1 percentage points from 2006 (1.9%).

## **Top Priorities**

Increasing the number of arts and cultural opportunities for those wanting to pursue a career, education or hobby in the arts **33**% Increasing the number of arts and **20**% culture programs for youth

**13**<sup>%</sup> Providing more art in public spaces



## **Did You Know?**

The WECF supported Pelee Island Community Arts (PICA) with a grant to fund their Community Outreach Art & Environment Series. The project consisted of a series of workshops to engage both children and adults in creating a sense of community while inspiring and educating participants through art and the unique biodiversity of Pelee Island. *www.peleeartworks.org* 

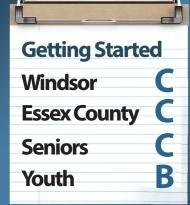
The Bank Theater has been producing live theatre in Learnington since the fifties, putting on a wide variety of performances. In 2018, the Theater received a grant on behalf of a fund holder at the WECF for renovations to create a state of the art facility.

The Windsor Symphony Youth Orchestra helps young people develop their talent through the experience of making music at a high level of excellence. It is open to 13-22 year olds who play orchestral instruments. For more information, visit www.windsorsymphony.com/wsyo



## **Getting Started**

References: Statistics Canada, 2011 NHS profiles; 2016 Census profiles





of respondents said that we're doing okay/ we're on the right track

of respondents said that we're doing okay/ we're on the right track



## What You Said:

When asked if there are both educational and employment opportunities for newcomers in Windsor-Essex,



of respondents said we're doing okay/ we're on the right track.

#### Is Windsor-Essex welcoming to newcomers?



of respondents believe that we're on the right track/ we're doing great.



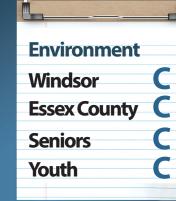
## Environment



## What You Said:



% of respondents said that Lake Erie's health is either extremely or moderately important





## When it comes to Windsor-Essex having enough green spaces

of respondents said that we are doing okay/ we are on the right track

Every five years, the Essex Region Conservation Authority (ERCA) releases a Watershed Report Card as a summary of the state of our forests, wetlands, and water resources. The 2018 report is available at:

www.essexregionconservation.ca

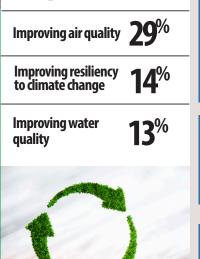
In 2017, ERCA planted and distributed over 100,000 trees, totaling 92.5 acres of forest, tall grass prairie and wetlands restored; and undertook 51 projects to improve water quality. Regarding the air quality in Windsor-Essex,

 of respondents said that improvement is needed
 believe we are doing okay

After planting over 6.3 million trees, natural area cover in the region has only increased from 3.5% in 1973 to 8.5% – still a long way from the United Nations goal (12%). Green spaces and wetlands are vital for wildlife and habitats, cleaner lakes and rivers, healthy communities, and as resilience to impacts of increased flooding and climate change.

References: Essex Region Conservation Authority

## **Top Priorities**



## **Did You Know?**

The Town of Tecumseh received the Robert Pullyblank Award for Municipal Environmental Achievement from ERCA in January 2018. This is the second time the Town has been recognized. The award acknowledges the work the Town has completed in environmental stewardship. *www.tecumseh.ca* 

The Jack Miner Migratory Bird Foundation received a grant on behalf of a fund holder at the WECF to support further development of the south pond to include interpretive panels and plantings, and for the development of a viewing platform and educational display panel. *www.jackminer.ca* 

The western basin of Lake Erie is the heaviest impacted part of the entire Great Lakes watershed, and despite significant efforts and improvements, continues to experience Harmful Algal Blooms as a result of land use activities, intensification, and climate change.



An immigrant refers to a person who is, or has ever been, a landed immigrant or a permanent resident while a newcomer is an immigrant to Canada who has been here for five years or less.

10,800 newcomers settled in Windsor-Essex between 2011 and 2016.

1 in 4 people in Windsor-Essex is an immigrant.

87% of survey respondents were born in Canada.

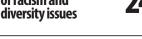
In 2016, 21% of the population in Windsor (CMA) was classified as a visible minority, an increase of 8 percentage points over the 2001 rate of 13%.

This is lower than the provincial average (29%) and the national average (22%).

**References:** Census 2001, 2006, and 2016, National Household Survey Profiles 2011

## **Top Priorities**

Increasing awareness of racism and diversity issues 24%



Increasing employment and educational opportunities for newcomers

**18**%

Improving foreign accreditation recognition

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## **Did You Know?**

The WECF, in collaboration with the Windsor Essex Local Immigration Partnership (WE LIP) and Community Foundations of Canada, held a Vital Conversation on Getting Started and Sense of Belonging in December 2017. Local community partners and stakeholders discussed the newcomer experience as it relates to youth, seniors, employment, and welcoming. The report will be used to develop a community strategy and can be accessed at *www.wecf.ca.* 

The Multicultural Council of Windsor & Essex County received a grant from the WECF to support their Health and Wellness for Newcomer Families project which provides educational opportunities for all newcomer family members, helping them connect with community resources and empowering them to make informed and healthy decisions. *www.themcc.com* 

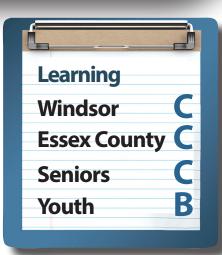














## What You Said:

When asked if local educational institutions are providing proper skill development for the workforce,



of respondents said we're doing okay/ we're on the right track

Are educational opportunities readily available in Windsor-Essex including access to libraries, tutoring, literacy programs, workforce development programs, etc.



of respondents believe we're doing okay/ we're on the right track

In 2016, in Windsor (CMA), 8% of the population, ages 25-34, had not completed high school. This is down 5 percentage points from 2001.

In 2016, in Windsor (CMA), 7% of individuals, 15 years and older, had an apprenticeship or trades certificate or diploma as their highest level of educational attainment. This down 1 percentage point from 2006 (8%). This number is higher than the provincial average (6%), and lower than the national average (10%).

80% of Vital Signs<sup>®</sup> survey respondents reported having a college or university certificate/diploma/degree, while 13% completed high school.

**Reference:** *Statistics Canada. 2016 Census profiles* 



## **Top Priorities**

Affordability of postsecondary education

Improving skill development for the workforce

**Better** access

to educational

opportunities

14%

**33**%

**32**%

## **Did You Know?**

Workforce WindsorEssex developed an experiential learning hub to facilitate connections between employers, educators and students as well as a career counselling program for youth ages 12-30. For more information, visit *www.workforcewindsoressex.com* 

The Rotary Club of Windsor (1918) established a Centennial Scholarship Fund at the WECF to support members of their Youth Exchange Program.

This is one of eight scholarships that the WECF facilitates yearly.

The EPICentre at the University of Windsor provides programs and services to help students and recent graduates start and grow their businesses. For more information, visit www.epicentre.com





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### **Top Priorities**

Improving access to locally grown food	<b>34</b> %
Improving access to fresh and nutritious food	<b>25</b> %
Increasing support for community food programs	<b>24</b> %

# ving access to **2**

# What You Said:

When asked if Windsor-Essex offers access to nutritious food at affordable prices, Does Windsor-Essex have access to locally grown food?

said improvement is needed, while

of respondents said we're doing okay/ we're on the right track **6%** said we're doing okay/ we're on the right track, while

27% of respondents said we're doing great



In 2015, 23% of children in Windsor-Essex were living in poverty, based on the indicator of relative poverty, Low Income Measure after-tax (LIM-AT). This is up 5% since 2005 and is 4% and 6% higher than the provincial and national average respectively.

There are 27 food banks in Windsor Essex County. For a complete list: www.ourwindsor.ca/communitystatic/4314731-windsor-area-food-banks/



Food Security

### **Did You Know?**

The Ontario Student Nutrition Program provides nutritious meals to school children by partnering with local producers to bring fresh, nutritious breakfast, lunch, and snacks to school children with the goal of supporting learning and healthy development. The WECF supported the OSNP with a grant in 2017. *www.osnp.ca* 

In partnership the Windsor-Essex County Food Policy Council and community partners, the WECF is funding conversations about the local food system in individual communities within Windsor and Essex County. This needs assessment will generate ideas for improvement and identify policy priorities for the council. Look for news on how to get involved with your local community conversation in October / November 2018.

The Amherstburg Food and Fellowship Mission received a grant on behalf of a fund holder at the WECF to support the organizations mission of providing free meals to residents who are economically disadvantaged. *www.aburgmission.ca* 

In 2016, the average commuting time in Windsor-Essex was 23.3 minutes, 5.5 minutes shorter than the provincial average.

92% of people rode in a vehicle to work (14 percentage points higher than the provincial average) while only 3% took public transit and 4% walked or biked.

References: Statistics Canada 2011 NHS, Census 2016



### **Top Priorities**

Creating a regional transportation system connecting Windsor and Essex County 42%

**19**%

Improving public transportation

Improving and/or increasing the number of bike pathways and/ or pedestrian walkways Page218

### **Did You Know?**

Transit Windsor received over \$10 million of federal funds to purchase 24 new buses and build 120 bus shelters. This funding is part of a 10-year plan for federal and provincial governments to invest over \$100 million towards infrastructure in Windsor. (*Source: Windsor Star*)

The County Wide Active Transportation System announced that \$3.6 million worth of paved shoulder pathways on County Rd. 20 in Learnington and County Rd. 50 in Kingsville and Essex will begin. As of 2017, approximately 300 kms of over 800 kms of active transportation facilities which includes paved shoulders, cycle paths, and multi-use paths have been built in the County of Essex region. For more information, visit *www.cwats.ca* 

The South Essex Community Council (SECC) is part of a collaborative of agencies providing transportation services across Windsor-Essex County. The program provides affordable door-to-door transportation including service to Windsor and across Essex County. In 2017, the SECC received a grant on behalf of a fund holder at the WECF to support the purchase of a new vehicle for their transportation fleet. *www.secc.on.ca* 

VitalSigns®

# **Acknowledgments**

Vital Signs<sup>®</sup> is a community check-up conducted by community foundations across Canada that measures the vitality of our community and identifies significant trends in a range of areas critical to quality of life. Vital Signs<sup>®</sup> is coordinated nationally by Community Foundations of Canada with special thanks to the Toronto Community Foundation for developing and sharing the Vital Signs<sup>®</sup> concept. The Vital Signs<sup>®</sup> trademark is used with permission from Community Foundations of Canada.

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Canadian Mental Health Association Windsor-Essex County Mental health for all





### Thank you to our **Support Sponsors:**

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University of Windsor







The WindsorEssex Community Foundation (WECF), originally founded in 1983 as Heritage Windsor, is a perpetual community trust for philanthropic purposes. It exists to manage donors' legacy funds, make grants to support local projects, and establish partnerships that last a lifetime. The WECF also coordinates a variety of philanthropic programs and funds including the Young Philanthropists, Random Act of Kindness Day, Inspiration 100, and the Vitality Legacy Program. The WECF is inspiring philanthropy to benefit our community today and forever. Learn more at **www.wecf.ca** 



COMMUNITY FOUNDATIONS OF CANADA all for community







### PROCLAMATION

I, (name of Mayor or designate) of the city of (city name) do hereby proclaim

### April 2 as World Autism Awareness Day

WHERE AS:	World Autism Awareness Day will be recognized on April 2 <sup>nd</sup> , 2019, in Canada thanks to Liberal Senator Jim Munson's Bill S-206, An Act Respecting World Autism Awareness Day; and
WHERE AS:	Autism Spectrum Disorder (ASD) affects more than 135,000 Ontarians. Autism Spectrum Disorder is now recognized as the most common neurological disorder affecting 1 in every 66 children, as well as their friends, family and community; and
WHERE AS:	ASD is a spectrum disorder, which means it not only manifests itself differently in every individual in whom it appears, but its characteristics will change over the life of each individual as well. A child with ASD will become an adult with ASD; and
WHERE AS:	Autism Ontario (formerly Autism Society Ontario) is the leading source of information and referral on autism and one of the largest collective voices representing the autism community. Since 1973, Autism Ontario has been providing support, information and opportunities for thousands of families across the province; and
WHERE AS:	Autism Ontario is dedicated to increasing public awareness about autism and the day-to-day issues faced by individuals with autism, their families, and the professionals with whom they interact. The association and its chapters share common goals of providing information and education, supporting research, and advocating for programs and services for the autism community; and
THEREFORE:	I (Mayor Name or Designate), do hereby declare April 2 <sup>nd</sup> as World Autism Awareness Day.

Dated at (municipality), Ontario this 2<sup>nd</sup> day of April, 2019.

### MINUTES

### HERITAGE COMMITTEE MEETING LIBRO CENTRE SATURDAY FEBRUARY 9, 2019 12:00 P.M.

Present: Simon Chamely Robert Honor Jennie Lajoie Stephanie Pouget-Papak

Patricia Simone, Council Representative

Angelo Avolio, Staff Representative Tammy Fowkes, Clerks Department

Aldo DiCarlo, Mayor

Absent with Notice: Shirley Curson-Prue

#### 1.0 Call to Order: 12:14 p.m.

#### 2.0 Election of Chair and Vice-Chair

Moved By Jennie Lajoie Seconded By Stephanie Pouget-Papak

That Simon Chamely BE ELECTED as the Chair of the Heritage Committee.

Motion Carried

Moved By Stephanie Pouget-Papak Seconded By Jennie Lajoie

That Shirley Curson-Prue BE ELECTED as the Vice-Chair of the Heritage Committee.

Motion Carried

The Chair introduced and welcomed Councillor Simone as the newest member of the Committee.

### 3.0 Approval of the Agenda

Moved By Jennie Lajoie

Seconded By Robert Honor

### That the agenda BE APPROVED as presented.

### Motion Carried

#### **4.0** Review of Minutes – none noted

The Chair asked that an update regarding the Little White Church and the steps at St. Joseph's Church be brought to the next Heritage Committee Meeting.

#### 5.0 Logo Design Discussion

The 4 logos were presented and discussion ensued with respect to the Amherstburg Branding Strategy – Logo Design.

Moved By Jennie Lajoie Seconded By Robert Honor

That Option A, with the following modifications, be the approved logo design of the Committee:

- Remove the lighthouse in the top left box and replace it with a buoy to represent the Town's rich shipping and naval history
- Remove the sun in the top right box and replaced it with the North Star
- Keep the house as it represents the Georgian architecture within the Town
- Keep the rail way tracks as it represents the industrial heritage via the rail way
- Keep the water and the agriculture lines in the bottom box
- Keep the tree in the center
- Edit the tagline but keep the word "history"

Motion Carried

### 6.0 2019 Meeting Schedule

Moved By Stephanie Pouget-Papak Seconded By Robert Honor

That the 2019 Heritage Committee Meeting Schedule be approved as follows with the exception of July 11, 2019:

- March 14, 2019 5:30pm
- May 9, 2019 5:30 pm
- July 11, 2019
- September 12, 2019 5:30 pm
- November 7, 2019 5:30 pm
- December 5 or 12 *(if required)* 5:30 pm

7.0 Adjournment

Moved By Robert Honor Seconded By Stephanie Pouget-Papak

That the meeting adjourn at 1:06 pm.

**Motion Carried** 

Simon Chamely - Chair

Angelo Avolio – Staff Representative

Amherstburg Parks and Recreation Advisory Committee February 9, 2019 at 12:00 p.m. Libro Credit Union Centre

### **MINUTES**

- MEMBERS Pat Catton Shirley Curson-Prue Wes Ewer Kennedy Laing Don McArthur, Councillor Rick Daly, Staff Resource
- REGRETS Brinton Sharman Peter Courtney, Councillor
- GUEST Paula Parker, Town Clerk

### 2018 ELECTION OF CHAIR AND VICE CHAIR

1. Election of Chair

Pat Catton was nominated for the position of Committee Chair. No other nominations came forward. Pat Catton was acclaimed as Chair for 2019.

2. Election of Vice-Chair

Shirley Curson-Prue was nominated for the position of Committee Vice Chair. No other nominations came forward. Shirley Curson-Prue was acclaimed as Vice Chair for 2019

### CALL TO ORDER

Meeting commenced at 12:05 pm

### **DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

No pecuniary interests were disclosed.

### ACCEPTANCE OF AGENDA

### MOTION: "That there being no required changes the agenda be accepted as presented."

Moved by Kennedy Laing Seconded by Donald McArthur

CARRIED

### NEW BUSINESS

1. <u>Town Re-Branding Exercise – Logo</u>

The committee discussed the consultation regarding the consultants' presentation on the new logo concept. The concensus from the committee was that:

- Simplify the design
- include the North Star
- create a thought provoking tagline

### MOTION "THAT the Parks and Recreation Advisory Committee support Option A as the Town's new logo."

Moved by Shirley Curson- Prue Seconded by Wes Ewer

### FAILED

FAILED

### MOTION "THAT the Parks and Recreation Advisory Committee support Option A simplified as the Town's new logo."

Moved by Shirley Curson-Prue Seconded by Wes Ewer

MOTION "THAT the Parks and Recreation Advisory Committee support Option B, with inclusion of North Star, as the Town's new logo."

Moved by Wes Ewer Seconded by Shirley Curson-Prue

Amherstburg Parks and Recreation Advisory Committee

CARRIED

Page 2 of 4

### MOTION "THAT the Parks and Recreation Advisory Committee support Option C as the Town's new logo."

Moved by Wes Ewer Seconded by Shirley Curson Prue

#### FAILED

### MOTION "THAT the Parks and Recreation Advisory Committee support the tagline, Born to Make History."

Moved by Shirley Curson-Prue Seconded by Kennedy Laing

### FAILED

MOTION "The Parks and Recreation Advisory Committee recommends that the re-branding project consultants develop a different tagline, however keep the est. 1796 in the concept."

Moved by Donald McArthur Seconded by Wes Ewer

### CARRIED

The Committee will provide the consultants with suggested taglines. Suggested taglines are:

- history is important
- You'll Love it Here (may need to look at Copyright issue)
- History's Calling
- Uncommon History
- Everyday History
- Modern History
- History in the Making
- Making History
- Building on History
- Some suggestions but really like You'll Love it Here

### 2. <u>Budget 2019</u>

As part of the 2019 Budget Deliberations, Council will consider committee budgets. Similar to last year, Parks and Recreation Committee will have a budget that will allow for two committee members to attend the Parks and Recreation Ontario Education Forum on March 26-29 in Collingwood, Ontario.

If Council approves budget as is, committee members can consider attending the conference.

#### 3. Meeting Dates

Terms of Reference identify frequency of committee meetings as quarterly. However, the committee in the past has met every other month. The Chair recommended moving to every other month starting with the next meeting in March.

Meetings will take place at Town Hall at 6:00 pm , every other month on the second Wednesday of the month.

Meeting dates: March 13 May 8 July 10 September 11 November 13

#### NEXT MEETING DATE

March 13th at Town Hall at 6:00 pm

Notice of Motion

- Definition of Urban Amherstburg from the Parks Master Plan
- Terms of Reference
- Procedural By-law

### ADJOURNMENT

## MOTION "THAT the meeting of the Parks and Recreation Advisory Committee be adjourned."

Moved by Wes Ewer Seconded by Don McArthur

#### CARRIED

The meeting was adjourned at 1:22 p.m.









### Unfinished Business List - eScribe as at February 25, 2019

Agenda Item	Assigned To	Description
[]		
Preferred Autonomous Vehicles Test Corridor - Ontario Good Roads Association (OGRA)	Antonietta Giofu	Resolution # 20180528-188 Fryer/Pouget That the Town of Amherstburg participate in OGRA's Autonomous Vehicle Initiative and that this matter be referred to staff to develop a list of preferred routes with the municipality.
Print-to-Braille Accessibility for Municipalities - Emmanuel and Rebecca Blaevoet, Tactile Vision Graphics	Paula Parker	Resolution # 20180813-264 Fryer/Meloche That Administration BE DIRECTED to bring back a report back with recommendations to include braille in the next agenda or future agendas.
NEW BUSINESS	Nicole Rubli, Mark Galvin	Resolution # 20180910-301 Lavigne/Meloche That Administration BE DIRECTED to look at surrounding municipalities and their by-law regarding dogs and kennels and bring a report back for Council's consideration.
NEW BUSINESS	Nicole Rubli, Mark Galvin	Resolution # 20180910-302 Lavigne/Meloche That Administration BE DIRECTED to look at surrounding municipalities regarding fill by-laws and bring back a report for Council's consideration.
Request for By-law to Allow ATV's to Ride on Designated Roads - Kevin Schmidt and Shawn Ellenberger, Essex County ATV Club	Nicole Rubli, Mark Galvin	Resolution # 20180924-313 Fryer/Meloche That administration BE DIRECTED to hold a public meeting to consider ATV use on Town ROWs and bring back a report with recommendations.
October 6th, 2018 Rain Event	Antonietta Giofu	Resolution # 20181009-333 Pouget/Courtney That Administration BE DIRECTED to place a full page advertisement in the River Town Times to inform residents of the subsidy programs available to them regarding basement flooding and to send out an annual reminder as an insert with the tax notices; and further, provide a full report to Council regarding manhole covers.
Feasibility of Developing a Fee for Planting Trees on Public Land	Nicole Rubli, Mark Galvin	Resolution # 20181023-348 Pouget/Courtney That Administration BE DIRECTED to bring a back a report amending the User Fee By-law to contain a fee for the planting of a tree on the right-of-way; and, That the information be sent to the Parks and Recreation Advisory Committee.
UNFINISHED BUSINESS	Rebecca Belanger, Mark Galvin	Resolution # 20181023-356 Fryer/Courtney That Administration BE DIRECTED to bring the report regarding urban chickens along with permit fees for Council's consideration.

### Unfinished Business List - eScribe as at February 25, 2019

Agenda Item	Assigned To	Description
NOTICE OF MOTION	John Miceli	20181113-367 Moved By Councillor Courtney Seconded By Councillor Pouget That the Amherstburg Community Foundation BE REQUESTED to provide Council with the progress that has been made to date by the Crown Park Corporation hired at a cost of \$12,000 to oversee fundraising for Belle Vue; and, That the Amherstburg Community Foundation provide to Council the information pertaining to how the Crown Park Corporation was selected.
Outstanding Receivables Amherstburg Festival Corporation - Resolution #20181210-410	Justin Rousseau, Cheryl Horrobin	Resolution # 20190128-059 Courtney/Prue That Administration BE DIRECTED to bring back an information report regarding Outstanding Receivables Amherstburg Festival Corporation after collections efforts have been exhausted.
NEW BUSINESS	John Miceli	Resolution # 20190128-063 Courtney/Prue That Administration BE DIRECTED to bring back a report on a projected time frame for replacement of the lions pool and centennial ball diamonds including cost and recommendations for location as well as any other feasible options that may be available to the community.
Request to Install Ten (10) Road Signs - Chaouki Hamka, MADD Windsor & Essex County	Nicole Rubli, Mark Galvin	Resolution # 20190211-TBD Simone/Meloche 1. That the delegation BE RECEIVED; 2. That Council GRANT an EXEMPTION to Section 4.1 (i) of Sign By-law 2006-26 to allow for 10 signs advertising Mothers Against Drunk Driving (MADD) on the Towns road allowances pending County of Essex approval; and, 3. Council DIRECT Administration to enter into an Encroachment Agreement with MADD for the 10 signs.

### BY-LAW NO. 2019-019

### By-law to Delegate Duties under the Drainage Act to Appointed Members to the Amherstburg Drainage Board

**WHEREAS** Section 23.1 of the *Municipal Act, 2001* as amended, authorizes a municipality to delegate its powers and duties to a person or body subject to restrictions;

**AND WHEREAS** Council desires to delegate its authority under Sections 10(2), and 42, of the Drainage Act to a Drainage Board;

**AND WHEREAS** Council desires to delegate its authority under Section 97 of the Drainage Act to hear appeals to assessments as outlined in Sections 52 to 56 to a Drainage Board;

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

- 1. THAT the Drainage Board for the Corporation of the Town of Amherstburg is hereby constituted and the following persons are hereby appointed as its members for the 2018-2022 term of Council or until their successors are appointed;
  - Allan Major
  - Bob Bezaire
  - Brad Laramie
  - Bob Pillon
  - Ron Sutherland
- 2. THAT the remuneration paid to the Board members shall be \$75.00 per meeting attended;
- 3. THAT the Drainage Board shall exercise Council's powers and duties under the Drainage Act, with the following exceptions:
  - Council's powers to create, repeal, or quash by-laws,
  - Any of Council's right to appeal to the Tribunal, as provided for under the Drainage Act,
  - Any of Council's obligations, duties, or requirements dealing with the appointment of engineers, as provided for under the Drainage Act,
  - Any of Council's obligations, duties, or requirements dealing with raising payment or imposing of levies or assessments, or other payment of costs,
  - Any of Council's obligations, duties, or requirements dealing with the provision of payment of fees or other remuneration for the services performed by any municipal employees,
- 4. THAT all members of the Drainage Board shall be appointed by Council to serve as the Court of Revision, and that specific Court of Revision panels shall be selected by the Chair of Drainage Board.
- 5. THAT the Drainage Board shall exercise Council's powers and duties with respect to any matter under the Drainage Act in which Council is required through the provisions of the Drainage Act to hold hearing or afford an opportunity to be heard;

- 6. THAT in addition to the powers of the Board provided for herein, the Drainage Board is hereby granted the powers mandated for the Drainage Board in the Local Boards/Committees Terms of Reference, as amended.
- 7. THAT By-law 2018-05 and any other by-laws relating to this subject matter is hereby repealed.
- 8. THAT this By-law shall come into full force and take effect immediately upon the final passing thereof.

Read a first, second and third time and finally passed this 25<sup>th</sup> day of February, 2019.

MAYOR – ALDO DICARLO

CLERK – PAULA PARKER

### BY-LAW NO. 2019-021

### **By-law to Appoint Property Standards Committee**

**WHEREAS** Council for the Town of Amherstburg enacted By-law 1999-28, as amended by By-law 2000-34, known as the Property Standards By-law;

**AND WHEREAS** Section 15.6 (1) of the Building Code Act requires that a Property Standards Committee be established, composed of no fewer than three (3) people to hear appeals from Orders made by the Property Standards Officer;

**NOW THEREFORE** be it resolved that the Council of the Corporation of the Town of Amherstburg hereby enacts as follows:

1. THAT the following individuals are hereby appointed as members of the Property Standards Committee:

Stephanie Thomson Chris Drew Anthony Campigotto Dino Gobbo Jim Gorski

2. THAT any other By-laws dealing with appointing members to the Property Standards Appeal Committee be hereby repealed.

3. THAT this by-law come into full force and effect at the final passing thereof.

Read a first, second and third time and finally passed this 25<sup>th</sup> day of February, 2019.

MAYOR – Aldo DiCarlo

CLERK – Paula Parker

### BY-LAW NO 2019-022

### By-law to Appoint Livestock Valuers for the Town of Amherstburg

**WHEREAS** Section 4 of The Livestock, Poultry and Honey Bee Protection Act, R.S.O. 1990, c.L.24 requires that every local municipality appoint one or more persons as valuers of livestock and poultry for the purposes of the Act;

**AND WHEREAS** the Council for the Town of Amherstburg wishes to appoint Livestock Valuers for the 2018-2022 term of Council;

### NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF AMHERSTBURG ENACTS AS FOLLOWS:

- 1. THAT the Livestock Valuers Committee for the Corporation of the Town of Amherstburg is hereby constituted and the following persons are hereby appointed as its members for the 2018-2022 term of Council or until their successors are appointed:
  - Roxanne Qussem
  - Murray Sellars
- 2. That the Council of the Town of Amherstburg may, by resolution, replace members as vacancies arise, or appoint from time to time such new members as it considers desirable.
- 3. That the Valuer be remunerated in the amount of \$50.00 per evaluation.
- 4. THAT any other By-laws dealing with appointing members to the Livestock Valuers Committee be hereby repealed.
- 5. That this by-law shall come into force and take effect upon on the date of the third and final reading thereof.

READ a first, second and third time and finally passed this 25<sup>th</sup> day of February, 2019.

Mayor - Aldo DiCarlo

Clerk – Paula Parker

### BY-LAW NO 2019-023

### By-law to Appoint Fence Viewers for the Town of Amherstburg, pursuant to the provisions of the *Line Fences Act*

**WHEREAS** The *Line Fences Act*, R.S.O. 1990, c.L.13 (the "Act") authorizes Council to appoint Fence Viewers to carry out the provisions of the Act and to establish fees to be paid to such Fence Viewers;

**AND WHEREAS** the Council for the Town of Amherstburg wishes to appoint Fence Viewers for the 2018-2022 term of Council;

### NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF AMHERSTBURG ENACTS AS FOLLOWS:

- 1. That the following persons are hereby appointed Fence Viewers, pursuant to the *Line Fences Act* for The Corporation of the Town of Amherstburg for the 2018-2022 Term or until such time as their successors are appointed:
  - Christopher Drew
  - Murray Sellars
  - Tony Pietrangelo
- 2. That the Council of the Town of Amherstburg may, by resolution, replace members as vacancies arise, or appoint from time to time such new members as it considers desirable.
- 3. That the fence-viewers be remunerated in the amount of \$100.00 each per attendance.
- 4. That By-law No. 2015-13 is hereby repealed in its entirety.
- 5. That this by-law shall come into force and take effect upon on the date of the third and final reading thereof.

READ a first, second and third time and finally passed this 25<sup>th</sup> day of February, 2019.

Mayor – Aldo DiCarlo

Clerk – Paula Parker

### BY-LAW NO. 2019-025

## 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.0. 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 February 12<sup>th</sup> and 25<sup>th</sup>, 2019, meetings of Council, are hereby adopted and confirmed, as if the same were expressly contained in this By-law;
- 2. THAT the Mayor and proper officials of the Corporation of the Town of Amherstburg are hereby authorized and directed to do all things necessary to give effect to the action(s) of the Council of the Corporation of the Town of Amherstburg during the said meetings referred to in paragraph 1 of this By-law;
- 3. THAT the Mayor and Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of the Corporation of the Town of Amherstburg to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 25<sup>th</sup> day of February, 2019.

MAYOR – Aldo DiCarlo

CLERK – Paula Parker